

FOJBE PTO Meeting
Friday, December 6, 2019 – 8:45 AM
Jacksonville Beach Elementary Cafeteria

Call to Order: A FOJBE PTO Meeting was held at the JBE Cafeteria, in Jacksonville, FL on Friday, December 6, 2019. The President, Jaime Shachter, called the meeting to order at 8:47 AM. Quorum was established.

Roll Call/Quorum: The following people were in attendance: Jaime Shachter (President), Tracy Tousey (VP Year Long Programs), Amanda Ferrelle (VP Fall Programs), Jena Pugh (VP Spring Programs), Christelle Rouse (Fundraising), Nicole Schkrutz (Treasurer), Nichole Bigay (Secretary), Ms. Brothers (Teacher Representative), Kathy Poe, Carey Johnson, Aimee Herdt, Kate Ansart, Katie Hathaway, Ameer Bailey, Erica Glocker, Melinda Oklok

Read & Approve Prior Minutes: Motion to approve the minutes from FOJBE PTO meeting held on November 1, 2019 was made by Kate Ansart and the Motion was seconded by Nicole Schkrutz. The Motion passed without objection.

Financial Report: Nicole Schkrutz (Treasurer)

- Beginning Balance: \$66,140.12
 - Income: Total income for the month of November was \$1,900.
 - Expenses: Total expenses for the month of November were \$5,502.37.
 - Outstanding Checks: 5 outstanding checks, totaling \$1286.23
- Ending Balance: \$63, 823.98.

Correspondence: No correspondence was discussed.

Report of the Executive Board:

A. Presidents' Report: Jaime Shachter gave a brief report.

1. November 21st Evening PTO meeting: 13 members were present at the evening PTO meeting, five of which were board members. This attendance is not enough to warrant double meetings in the future. A few evening meetings will be scheduled next year in lieu of a morning meeting.
2. Zoom meeting: A zoom teleconference is not functional, as a phone would have to be passed around while people speak. We will look into using Facebook Live at a future meeting.
3. There are many open concerns about obtaining volunteers for programs. A smaller working group will be meeting to discuss this challenge. Decisions made will be brought back to the entire PTO members at the next meeting.

B. Principal's Report:

1. Buddy Meet-Up is scheduled for Dec. 13th, in which buddies will be making winter ornaments. The last buddy meet-up was very successful.
2. Call back sheets from the play auditions, will be going out today. All roles will go out before winter break.
3. School Related Employee of the Year will be announced at the in-school cultural assembly.
4. Student Lead conferences will start mid-year. Students will calculate their own data, encouraging them to take accountability. Student lead conferences helps to foster independence. Students will be discussing their goals and will be tracking their own progress.
5. Literacy week is scheduled for January 27th-31st.
6. Magnet Tours – Volunteers are needed for tours. Tours have been shortened this year. There will only be one week in which tours will be held on both Tuesday & Thursday.

7. \$4500 was raised during our Leukemia & Lymphoma Society fundraiser.
8. Ms. Mattingly will be unavailable during winter break; she will not be answering any emails.

C. Teacher Representative: Ms. Brothers.

1. Ms. Brothers had no new information to report.

Membership: Nothing to report.

Volunteer Coordinator (Amee Bailey): A repository for youth volunteers will be launched after the holidays on Cheddar Up, giving us a database of volunteers. Student volunteer hours have to be approved and organized through the school, however a member noted that there are non-NHS students that need volunteer requirements and do not need school approval. Member stated that it is unclear who is authorized to sign off on completed volunteer hours; as this was a problem during Science night when the authorized teacher was not available. PTO needs to process in determining who is and is not available to sign off on volunteer hours.

Advocacy (Shannon Beckham): No update.

Wellness: Buddy meet up for the holiday is scheduled for Friday December 13th. Students will make an ornament and have a snack together. No expectation for gifts, Christmas cards are encouraged. Volunteers are needed to help assist during this time.

Unfinished Business:

A. Completed Programs

- a. Invention Convention – Eric Ansart: All went smoothly. Participation was up significantly this year. Some teachers in the younger grades provided an incentive for participation. Judges were impressed with the quality of work.
- b. Science Night – Aimee Herdt/Meredith Ring: Pleased with how it turned out. Attendance was 587. Eleven community member booths were in attendance, and some new booths were set up this year (i.e. LLK, Bolts and Bites, Mosh). Suggestion was made that teachers communicate the activities they are planning with the Science Night chairpersons in order to plan accordingly for the use of tables and supplies needed.
- c. Book Swap – Melissa Little/Nichole Bigay: Approximately 95 kids participated. The holidays were not an ideal time to schedule this event, however still had a good amount of participation. Suggestion going forward next year: early readers are swapped for early readers and chapter books swapped for chapter books. Point system was not consistently fair, the amount of chapter books was not adequate, while we had an abundance of early readers.

New Business:

A. Upcoming Programs

- a. In-school Cultural Assembly – Kate Ansart (December 11th): There will be 2 assemblies on Dec 11th during school, one for upper grades, the other for lower grades. Purpose of this event is to expose kids to culture, by celebrating 5 different holidays around the world through song and dance. Ms. Desantis will MC and the chorus will be performing a bulk of the assembly. Due to space, it is not practical for parents to attend during the school event but are encouraged to attend Family Dinner Night where the entertainment will be similar.
- b. Family Dinner – Chandu Harichandana (December 12th): Planning is going well; this event will be similar to the in-school assembly focus of celebrating holidays around the world. There will be

dinner provided by Rennas Pizza (Italian and Vegetarian options will be available). Desserts will be donated. Single seating, no art component. After dinner is served, chorus will perform a holiday medley, and a cultural fashion show with students in dress and traditions will take place. Tickets can be purchased on Cheddar Up.

- c. Talent Show Auditions – Amanda Ferrelle (February 6th): Tryouts are the second week in January (15th & 17th). There was discussion on when to distribute flyers, before winter break or after. Amanda is looking for suggestions on judges (must be non-parents), member suggested offering the spots to business partners.
- d. Literacy Week – Kate Ansart (January 27th-31st): Literacy week committee is teacher led and will be condensed. Asking for PTO to provide an author visit, still undecided on who will be the grand marshal for the parade.

B. Chairperson Vacancies

- a. Magnet Tours (spring): Kathy Waller is willing to continue this program but is requesting a volunteer shadow her in order to turn this program over next school year. Suggestion was made to post on Facebook.
- b. Diversity Liaison (year-round): Request for chairperson was made.

- C. Ms. Hoch Retirement Planning Committee – Ashley Smith (January 12th): Cheddar Up link is live to purchase tickets to this event. Event will be held on January 12th, 4:30 PM @ Maggiano's. Tickets are \$30 and include appetizer, salad, pasta, entrée, and dessert. Cash bar. Hard copy invites will go out on Monday, electronic will go out this weekend. Event will sell out. PTO is helping hospitality committee in planning. Photo booth will be present for attendees to take a picture and then paste in a guest book. Gift will be season pass to Alhambra. A donation option will be available on Cheddar Up to assist in purchasing the gift. Teachers received advanced option to purchase tickets.

Other Business:

- A. FUNd Run (Katie Hathaway): Katie is looking to find someone to shadow FUNd Run committee, in hopes to turn this program over in the future.
- B. Coca-Cola Give program starts next week. Soda top caps and the 12-pack boxes that have a 16-digit code will earn money for JBE. The top donator per class will get a lunch pass to sit wherever they would like.
- C. PTO will begin honoring Volunteers of the Month in January and will back log the beginning months of the school year.

Announcements:

- A. Next Meeting is Friday, January 10, 2019 at 8:45 AM in the Cafeteria.

Adjournment: The meeting was adjourned at 9:36 AM.

//Signed 10 Jan 2020//
Nichole Bigay, Recording Secretary