

FOJBE PTO Meeting
Friday, May 15, 2020 – 12:00 PM
ZOOM Virtual Meeting

Call to Order: A FOJBE PTO Meeting was held on Zoom, in Jacksonville, FL on Friday, May 15, 2020. The President, Jaime Shachter, called the meeting to order at 12:05 PM. Quorum was established.

Roll Call/Quorum: The following people were in attendance: Jaime Shachter (President), Amanda Ferrelle (VP Fall Programs), Jena Pugh (VP Spring Programs), Nicole Schkrutz (Treasurer), Nichole Bigay (Secretary), Bhavini Kuverji, Ms. Brothers (Teacher Representative), Ms. Mattingly, Ms. Chatman, Ms. Skube, Ms. Johnson, Shannon Beckham, Carey Johnson, Kathy Poe, Melinda Oklok, Mahak Gupta, Katherine Lazarus, Katie Hathaway, Greg Elliot, Roxann Mayo, Kate Ansart, Kara Scremin, Carey Francesconi, Shelley Vail, Ameer Bailey, Erika Glocker, Kathy Waller, Mindy Waldron, Ashley Smith, Lynda Taylor, Vanessa Anderson, Christelle Rouse, Laura Cauley, An Oskarsson, Dabni McCrary, Chris Vail, Aimee Herdt

Financial Report: Nicole Schkrutz (Treasurer)

- Beginning Balance: \$72,161.21
 - Income: Total income for the month of April was \$0.00
 - Expenses: Total expenses for the month of April were \$6,434.08
 - Outstanding Checks: 10 outstanding checks, totaling -\$219.27
- Ending Balance: \$65,507.86

Correspondence: No correspondence was discussed.

Report of the Executive Board:

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

1. PTO purchased yard signs and Amazon gift cards for all teachers and staff for teacher appreciation week. Teachers were very appreciative.
2. Summer and Fall Calendar is TBD. PTO will keep everyone posted on the upcoming school year schedule as programs are scheduled. Communication on the calendar will be distributed via Facebook and will also be included in Ms. Mattingly's monthly newsletters. Schedule is tentative at this point and will be adjusted accordingly.
3. The yearly "School Improvement Survey" will be sent out at the end of the summer/beginning of the school year. This survey is sent out by grade level and includes teachers.
4. A volunteer survey will be sent out from the PTO via Ms. Mattingly and Facebook. Over the past few years, volunteerism for programs, events, and classroom roles have been declining. This survey will allow us to see how we can make volunteering both feasible and rewarding for our parents, grandparents, and community members.
5. Volunteer of the Month:
 - a. March: Aimee Herdt.
 - b. April: Melinda Oklok
 - c. May: Eileen Tyrell

B. Principal's Report:

1. New Parent Orientation will be completed virtually. A PowerPoint presentation was sent out via email to all the new parents for the 20/21 school year. Information on PTO was also included in the email.
2. Parent Pickup Info schedule was sent out. Please adhere to the schedule. The Sawgrass Publix donated the paper bags for compiling students' belongings. Teachers have been diligent in filling these bags and have worked hard to ensure students receive all of their possessions.
3. Yearbooks are slated to arrive next Tuesday; they will be included in the students' bags.
4. Mr. Morris from Morris Music Academy hosted a "Home"down Dance Party in lieu of a school dance. This was a very fun and successful event, over 120 people signed on.
5. JBE is in the process of completing a packet for National Magnet School of America, which awards national certification for magnet schools. This packet includes 400 artifacts that represent components and standards that define the essential elements and characteristics of high-quality magnet programs. The packet will be submitted in June/July.
6. In lieu of our 5th grade students walking across our stage during their awards ceremony this year, JBE has created a video to honor each graduate. The video will include messages from their valedictorian and salutatorian.

C. Teacher Representative: Ms. Brothers

1. Teachers were extremely appreciative of the gift cards and yard signs received from PTO.
2. Many teachers have request help from PTO to decorate their outside bulletin board for next year. Bulletin boards can be decorated during teacher work week before the start of school.

Membership: There have been no changes to membership since early in the year. The PTO board has been discussing on how to improve the sign-up process for next year. Ms. Mattingly's July newsletter will include a Cheddar Up link for annual memberships, details about how to obtain car tags will be included.

Volunteer Coordinator (Amee Bailey): Nothing to report.

Advocacy (Shannon Beckham):

- The half-cent sale tax will be included on the ballot on November 3rd. Please refer to ourduvalschools.org for more information.

Wellness:

- No updates

Unfinished Business:

A. Completed Programs

1. Play Day – March 6th (Amanda Chapman): Play Day went well, PTO was thankful for the military volunteers and the stations Coach Paape organized. PTO received feedback that scheduling it right before Spring Break was not ideal for some families, as many had already left on vacation. However many teachers and students felt as if the scheduling was great, due to the more ideal weather in March versus later in the year.

New Business:

A. Upcoming Programs

1. 5th Grade Activities: PTO had designated 10% of the money earned from FUNd Run to be used on 5th grade activities. The 5th grade homeroom parents surveyed the 5th graders to see how they wanted to spend this money under the COVID circumstances. It was overwhelmingly decided to wait until they are allowed to meet again in the fall. The 5th graders would still like to hold some type of graduation/ceremony, dinner and a dance on a future date. PTO will hold the funds until further plans are made. In the meantime, Rita's coupons were purchased for all 5th graders, these will be placed in their student bags. Also, a virtual clap out video is being planned, Kathy Waller is coordinating and planning this. Teachers will be receiving instructions on how to record classes on Microsoft Teams. Ms. Mattingly is also asking teachers to make celebratory signs/posters that will be hung along the school fence when the 5th graders pickup their bags. Families are welcome to drop off posters as well by Friday, May 22nd.
2. Back to School Supplies (Leah Jones): There have been a record number of orders this year. The link has been included in Ms. Mattingly's emailed newsletter.
3. Summer Reading Program (Mindy Waldron): Pump it UP will be sponsoring this event, since Beach Bowl is no longer in operation. It is scheduled for August 7th, before open houses/meet and greet. A flyer was sent to PTO to approve, in hopes to get them printed and included in the student's bags, as well as posted on Facebook. Students will log their reading online this year, a link to do so will be included on the flyer, as well as on the PTO website. Requirements are the same as last year.

B. Board Election/Slate Vote

1. Proposed Board Slate:
 - President: Jaime Shachter
 - Treasurer: Nicole Schkrutz
 - Secretary: Nichole Bigay
 - Year-Round Programs: Tracy Tousey
 - Fall Programs: Amanda Ferrelle
 - Spring Programs: Jena Pugh
 - Fundraising: Christelle Rouse, Charlye McGurrin
 - Membership: Bhavini Kuverji
 - Coresponding Secretray is unfilled.
2. Motion to elect the slate as written was made by Kathy Poe and the Motion was seconded by Kate Ansart. The Motion passed without objection.

C. Budget:

1. Teacher Appreciation Project: a complete remodel of the staff lounge will be completed over the summer months. The expenses will be paid from residual budget items, due to unexecuted programs (i.e. the lighting upgrade in the cafeteria was not executed). A fund drive from families will not be necessary. This will require an amendment to the budget.
2. Motion to amend the budget to expense the staff lounge remodel was made by Tracy Tousey and the Motion was seconded by Kathy Poe. The Motion passed without objection.
3. School Improvement Funds: \$50,000 remain after expenses from the FUNd Run. Based on a survey taken by the teachers, the top priority is to complete the refresh of interactive TVs for the downstairs classrooms, in addition to the request of funding online programming, and additional laptops. PTO will purchase 10 more interactive TVs,

(leaving only 2 more needed to equip 100% of the rooms with this technology refresh). Kindergarten requested to share TV's in lieu of ordering 1/classroom due to space confinement; 8 laptops will be purchased to supplement Kindergarten technology. Approximately \$5,000 of the school improvement funds will remain after these purchases.

D. Chairperson Vacancies

1. Facebook/Communications (year-round):
2. Volunteer Coordinator (year-round):
3. Afterschool Enrichment (year-round)
4. Yearbook Co-Chair (year-round): Mahak Gupta agreed to co-chair
5. Box Tops (year-round)
6. Beautification (year-round):
7. School Shirts Co-Chair (fall):
8. Magnet Tours (spring): late Jan/Early Feb

Other Business:

- A. PTO has filled all available business partner commitments for the student planner and car tags. In addition, signs have been purchased to place at all current business partners to thank them for their support of JBE.

Announcements:

- A. Next Meeting is August 2020 (date/time TBD).
 - <http://fojbe.com>
 - <https://www.facebook.com/friendsofjaxbeachelementarypto/>
 - <https://dcps.duvalschools.org/Page/25702>
 - fojbepresident@gmail.com

Adjournment: The meeting was adjourned at 1:00 PM.

//signed 30 Jun 20//
Nichole Bigay, Recording Secretary