

**FOJBE PTO Meeting**  
**Friday, September 4, 2020 – 12:00 PM**  
**ZOOM Virtual Meeting**

**Call to Order:** A FOJBE PTO Meeting was held on Zoom, in Jacksonville, FL on Friday, September 4, 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), Jena Pugh (VP Spring Programs), Nicole Schkrutz (Treasurer), Nichole Bigay (Secretary), Bhavini Kuverji (Membership), Ameer Bailey, Laura Cauley, Atsuko Temple, Lina Houtz, Mindy Waldron, Shannon Beckham, Vanesa Anderson, Cheryl Culp, Christelle Rouse, Allison Sullivan, Paula Poseiro, Kathy Poe, Ana Tari, An Oskarsson, Katie Hathaway, Melinda Oklok, Ana Moon, Coral Longo, Stephanie Deverson, Kara Scremin,

**Financial Report:** Nicole Schkrutz (Treasurer)

- Beginning Balance: \$54,656.40
  - Income: Total income for the month of August was \$3,387.48
  - Expenses: Total expenses for the month of August were \$8,777.52
  - Outstanding Checks: 7 outstanding checks, totaling -\$3,299.02
- Ending Balance: \$45,967.34
- Audit Results: Internal Audit was conducted; 75% of the audit is complete. It will be reviewed at the October meeting.

**Correspondence:** No correspondence was discussed.

**Report of the Executive Board:**

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

1. Recap of the 19/20 school year.
  - a. PTO hosted 21 educational/philanthropic programs/events & activities for JBE families last school year.
  - b. \$89,975.00 was fundraised
  - c. Items purchased for last year include:
    - STEM teacher was funded for all grades for 19/20 SY
    - Clinic/Cafeteria sanitization supplies were purchased
    - Annual Teacher Grants & Resource/Enrichment Grants
    - Funded the STEM teacher again for the 20/21 School Year
    - Touchless soap dispensers throughout the school building as well as the refills were purchased prior to the current school year
    - 10 interactive TVs
    - 8 additional laptops for Kindergarten
    - Educational Programs were funded: Whooo's Reading, Brain Pop & Freckle
2. Zoom poll was started on a preferred time for future virtual PTO Meetings. Poll results will be revealed at the end of this meeting, in order to plan the time for October's PTO meeting
3. Volunteer of the Month for August: Kara Scremin

B. Principal's Report:

1. Ms. Mattingly acknowledged the support from PTO and parents over the summer and at the start of school, in making sure the newcomers felt comfortable, and is appreciative of the parent involvement with COVID limitations.
2. Ms. Mattingly will continue to collaborate with PTO and will problem solve on how to continue to hold student activities. The school will do their best to facilitate activities, however no activities will be planned for the first 9 weeks of school.
3. STEM instruction will take place for both in school and Duval HomeRoom students.

C. Teacher Representative: Ms. Brothers

No Teacher Representative Report

**Membership:** Membership drive is still open. Currently 385 members have signed up and PTO has sold \$1400 in car tags.

**Volunteer Coordinator:** Volunteer Coordinator position has not currently been filled for this school year.

**Advocacy (Shannon Beckham):**

- Early voting begins October 19<sup>th</sup>, election is Nov 3<sup>rd</sup> and will include the ½ cent sales tax referendum to fund our schools
- Refer to ourduvalschools.org for more information on the ½ cent sales tax referendum
- Signs in support of the ½ cent sales tax referendum can be picked up Saturday, September 5, 2020 from 9 AM – 12 PM at the Jacksonville Firefighters Association (625 Stockton Street)
- Florida legislative session will run March 2 – April 30, budget cuts will be discussed. Be prepared to send emails ensuring that education funding is not affected and is listed as essential during the budget cuts.
- Follow Emily Bloch on twitter, the Florida Times-Union education reporter

**Wellness:**

- No updates. The classroom wellness parent volunteer program that assists with monthly lessons is on hold for at least the first 9 weeks of the school year pending changes to DCPS policy for volunteers amid COVID limitations.

**Unfinished Business:**

A. Completed Programs

1. School Supplies – August 4<sup>th</sup> (Leah Jones): 294 orders were placed/received, which is considerably lower compared to previous years. All orders were received, a portion of orders did not receive bleach wipes, however the company sent Purell wipes to fulfil the missing items.
2. Welcome Back Teachers – August 12<sup>th</sup> (Melinda Oklok): On the first day back to work for our teachers, the PTO provided lunch from Mid Towne Table consisting of 55 individually wrapped lunches. PTO delivered an array of drink and snack options. Two parent volunteers worked on signs to welcome teachers back. May Day Ice Cream delivered 55 individual ice cream cups last week. PTO purchased brand new Keurig coffee maker for the staff lounge and stocked coffee and healthy snacks for the staff/teachers.

3. Beautification – August 17<sup>th</sup> (Ana Tari): A team of volunteers worked the week before school started on the JBE beautification project, revamping the front butterfly garden. Approximately \$700 was spent on this project and the remainder of the budget will be used throughout the year as needed. Every second Tuesday of the month a monthly garden workday will take place. Please see the Signup Genius posted on the website and Facebook page for this event, which will take place on Tuesday, September 8<sup>th</sup> from 8:30 – 10:00 AM.
4. Back to School Welcome – August 18<sup>th</sup> (Carolina Steward & Ashley Thomas): Newcomers coffee event was canceled due to the amount of new families being Duval Homeroom. Funds for this program were spent on goodie bags for all students and were passed out at packet pickup. Info for PTO was included in these packets.
5. Summer Reading Celebration – August 19<sup>th</sup> (Mindy Waldron & Kara Scremin): Positive feedback. PTO was very appreciative to Pump It Up who provided the space at a very discounted rate. A variety of virtual & Face2Face students attended. Attendance for this event was about 25% lower than previous years.
6. New Family Ambassador Program – Ameer Bailey: 44 families have signed up for the program. Two virtual meetings have been well attended and program has been successful so far.

## **New Business:**

### A. Upcoming Programs

1. Fall Fundraiser (STEM September) September 1<sup>st</sup> – 30<sup>th</sup>: Flier has been distributed; flier reflects how much funds need to be fundraised in order to fund the STEM program for next school year. The top earning class for both F2F and DHR will receive a virtual zoo field trip, including an animal encounter. Only accepting payment via Cheddar Up. If the goal is met, Ms. Mattingly has agreed to host another school dress up day.
2. Book Fair (virtual) – October 5<sup>th</sup> – 9<sup>th</sup> (Heather Harris): Book fair will be virtual; information will be sent home with details. Volunteers will not be needed for this event.
3. School Improvement Survey: Survey will be distributed to families and teachers. It has been postponed compared to previous years. Will be launched later to account for any new needs that arise under the changing/unique circumstances. Link for the survey will be sent via Google forms. This year's survey will also include student feedback, possibly polled through student council.
4. By-Laws Review/Update: Executive board subcommittee worked over the summer to update the bylaws and the vision statement. Updates will be posted on website and sent out via Ms. Mattingly's email to review. Official review and vote will occur during our next meeting in October.

### B. Annual Budget Review/Vote

General overview of the budget was presented. The following items were noted:

1. Balance carried forward is \$46,562.00. Line items in the budget are similar to last year's budget.
2. Some line items have been canceled due to lack of a volunteer chairperson, lack of participation or because of COVID regulations.
  - Fall/Spring Fundraisers have been projected lower, due to the circumstances with COVID.
  - PTO funded assemblies have been scaled down

