

**FOJBE PTO Meeting**  
**Friday, November 5, 2021 – 8:45 AM**  
**ZOOM Virtual Meeting**

**Call to Order:** A FOJBE PTO Meeting was held on Zoom, in Jacksonville, FL on Friday November 5, 2021. The President, Kendall Webb, called the meeting to order at 8:48 AM. Quorum was established.

**Roll Call/Quorum:** The following people were in attendance: Kendall Webb (President), Cheryl Culp (Secretary), Lina Houtz (Treasurer), Christelle Rouse (VP Fundraising – Fall), Kathy Waller, Sneha Prasad, Shoshana Woessner, Theresa Jenkins (Community Outreach Chair), Chandra Gurgis, Jaime Schacter, Jena Pugh, Meredith Ring, Kara Scremin

**Read & Approve Prior Minutes:** Will follow up in December.

**Financial Report:** Lina Houtz (Treasurer)

October Financial Report

- Beginning Balance: \$34,282.04
  - Income: Total income for the month of October was \$25,898.00
  - Expenses: Total expenses for the month of October were \$8,055.57
  - Outstanding Checks: 7 outstanding checks totaling \$2,016.41, 2 checks reconciled totaling \$-259.49
- Ending Balance: \$53,881.39

**Correspondence:** Kathy Waller (Corresponding Secretary)

- Thank you note from Mrs. Peters who retired last year.
- Volunteer of the month: August- Lina Houtz, September- Christelle Rouse, October- Sneha Prasad

**Report of the Executive Board:**

A. Presidents' Report: Kendall Webb (President) no report

B. Principal's Report: Cameron Mattingly (Principal)

1. JBE will receive the National Blue Ribbon School Award at 12 noon on November 5 and it will be livestreamed for anyone that would like to join. A link was sent out on November 4.
2. Marketing and advertising campaigns are being generated to recruit candidates for next year. Please talk to your community about what JBE has to offer.
3. Thank you for all of your work this Fall (art enrichment, wellness, parent volunteers, Monster Mash)

C. Teacher Representative Report: no report

**Membership:** (Bhavini Kuverji): no report

**Volunteer Coordinator:** no report

**Advocacy:** (Shelly Vails, via email update):

- DCPS mask mandate was updated last week. Parents can opt out of mask mandate; no new form is needed if previously filled out. No doctor's note is required.

- State withheld approximately \$27,000 in funding to DCPS, which correlates to approximately 1 month of pay for DCPS board members. Unclear why this happened/ what consequences are.
- DCPS is partnering with Hazel Health to provide services free of charge to students with or without health insurance. An electronic form filled out by the parent is needed to utilize the clinic. The doctor will meet with the student virtually. This gives the school autonomy to dispense medicine to students who use the service.

**Wellness:** (Jaime Schacter)

- New Wellness Chair: Brandon Thompson. Brandon will be onboarding Wellness parents to start classroom lessons now that parent volunteers are allowed in classrooms.
- Buddy Program launched; first event was last week. Around 300 students are participating.
- Halloween candy drive- send in any left-over candy in bin at front of school.
- School-wide programs will begin for lessons (class-to-class) from dentists, etc.

**Unfinished Business:**

A. Completed Programs:

1. Fall Fundraiser: Virtual field trips are still ongoing.
2. Transitioning PTO positions- if anyone is interested in interning for any positions, please email Kendall Webb or Christelle Rouse
3. Buddy Program: Buddies have been matched. The Buddy meet up was on October 30. Some students missed some classroom Halloween events due to the timing of the Meet Up.
4. Book Fair was successful
5. Monster Mash was successful. We realized that many parents were not aware of the Facebook page. Perhaps more communication at the beginning of the year can go out regarding the Facebook page.
6. 100 Mile Club: In person runs will begin shortly. Mrs. Castle and Mrs. Mattingly are problem solving for stick/germ solutions.

**New Business:**

A. Upcoming Programs

1. Invention Convention: Meredith Ring
2. Science Week: Mrs. Johnson
  - Due to safety concerns, instead of having a Science Night, JBE will be having a Science Week in classrooms the week of November 15.
  - Monday- Kids will come dressed as their favorite science characters. Any students participating in Invention Convention will present their inventions.  
Tuesday- Kids will wear a science shirt. Teachers will give a presentation on different careers in science.  
Wednesday: Kids will wear silly science socks. Teachers will show a presentation on famous scientists.  
Thursday: Kids will wear their school field trip shirt. The teachers will give a virtual field trip in class.  
Friday: Kids will wear their favorite team or sports gear. Each class will do a science experiment. An estimation station will be out for classrooms to guess the number of items and winning class will receive a popsicle party.

- Budget for Science week is \$300. \$700 was the budget in previous years, but part of that amount was donated.

B. Chairperson Vacancies: All vacancies have been filled at this time.

- Intern needed to shadow Fall Programs (Christelle Rouse) next year as 2022-2023 will be her last year.
- Transition plan is being considered to include interns for future vacant positions. An Org chart is being created by Kendall Webb.

**Other Business:**

- A. Community Outreach Chair (Theresa Jenkins): Dreams Come True charity event in November. The event will begin the second week in November and run through the beginning of December. Lists for items needed will be sent shortly to the school by Ms. Mattingly. A box for donations will be at the front of the school.
- B. Marketing Campaign: SAC is brainstorming marketing ideas to recruit new students. JBE buttons are being made for parents to wear to market the school. Kendall will talk to Ms. Mattingly about leveraging our Facebook page to poll group on whether they would wear buttons to promote JBE.
- C. Tax Exempt form is located on the PTO website to save \$ when making purchases for PTO.
- D. Fun Run: (Kara Scremin) Committee will be needed in December for the Fun Run

**Announcements:**

- A. Next Meeting is Friday, December 3, – via Zoom @ 12:30 PM
  - <http://fojbe.com>
  - <https://www.facebook.com/friendsofjaxbeachelementarypto/>
  - [fojbepresident@gmail.com](mailto:fojbepresident@gmail.com)

**Adjournment:** The meeting was adjourned at 9:41 AM.

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Cheryl Culp, Recording Secretary