

**FOJBE PTO Meeting**  
**Friday, September 2, 2022 – 8:45 AM**  
**JBE Cafeteria and ZOOM Virtual Meeting**

**Call to Order:** A FOJBE PTO Meeting was held in person and Zoom, in Jacksonville, FL on Friday, September 2, 2022. The President, Ameer Bailey, called the meeting to order at 8:51 AM. Quorum was established.

**Roll Call/Quorum:** The following people were in attendance: Ameer Bailey, Charleen Bearup, Gina Billeter, Amanda Chapman, Cheryl Culp, Stephanie Deverson, Eric Flock, Chandra Guirgis, Francie Hallahan, Theresa Jenkins, Dipal Lalcheta, Michelle Langevin, Ruchi Mathur, Christina Money, Alysia Okada, Sneha Prasad, Jena Pugh, Meredith Ring, Christelle Rouse, Christian Scott, Jaime Shachter, Carie Skube, Kara Waite, Lois Yoon, Stacy Znamirovski, Rachael Calzada, Deepshikha Gupta, Cameron Mattingly, Simkaur Sehdev, Jyothsna (zoom), Vrushali Korde (zoom), Lina Houtz (zoom), Bhavini Kuverji (zoom), Alana Ellis (zoom)

**Read & Approve Prior Minutes:** Motion to vote by Jaime Shachter and second by Teresa Jenkins. May Meeting Minutes were voted on and unanimously approved as distributed.

**Financial Report:** Ameer Bailey (President) for Lina Houtz (Treasurer, absent)

- Audit completed over summer by Lanae Peters, Jaime Shachter and Nicole Shkrutz.
- August Financial Report
- Beginning Balance: \$85,439.44
    - Income: Total income for the month of August was \$2,555.15
    - Expenses: Total expenses for the month of August were \$16,785.74
    - Outstanding Checks: 4 outstanding checks totaling \$488.15, 4 checks reconciled totaling \$-15,100.46
  - Ending Balance: \$56,596.54

**Correspondence:** Ameer Bailey (President) for Alysia Okada (Corresponding Secretary)

- Volunteers of the Month: Jaime Shachter, Kara Scremin, Sneha Prasad, Lina Houtz
- Cards were read from Ms. Brown- thank you for retirement party, Ms. Chatman- thank you for gift card

**Report of the Executive Board:**

A. Presidents' Report: Ameer Bailey (President)

- Goals for 22/23 school year: Build community again after a few years of covid protocols. We will do this through playground playgroups once per month, more socials with the PTO (Coffee in different areas of Jax).
- Increase volunteerism
- Better documentation (google docs to store past event info)
- Increase Board visibility- board will wear buttons to events

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

- Communication- Principal sends weekly parent newsletter and posts updates on social media. If anyone has school event pictures to share on social media, please send to Ms. Mattingly.
- Assistant Principal vacancy- Ms. Mattingly will give parents an update once role is filled.
- Teacher Shortage in Duval County- There were 600 vacancies in July. To offset potential loss of teachers, JBE increased enrollment to 630 instead of 595. Now, classes are at 1/20 for K-3 and 1/24 for 4-5<sup>th</sup> grades. No teacher vacancies at JBE.

- Zones of Regulation- New program being piloted at JBE by Ms. Camacho (counselor). This is a program that will focus on the social emotional wellbeing of students. It will help students identify and regulate their emotions. Email Ms. Camacho for more information.
- Focus on Building Community amongst Teachers- There have been 17 new staff members over the last few years, mostly due to retirement. Each new teacher was assigned a mentor. Ms. Mattingly is recognizing teachers with the “whoop whoop” cart, brag board outside the lunchroom, intercom games, drawings for \$5 gift cards, teacher of the month, monthly fellowship breakfasts.
- Ms. Mattingly Out of Office 9/12-9/21- She will not be able to be reached during this time.
- Technology Upgrades- JBE is on the list for technology upgrades this year. We will be having interactive TVs on walls, 2 displays in each classroom. This was slated to have been completed last November (2021). The ½ penny increase was used for district-wide building improvements, which JBE did not qualify.

### C. Teacher Representative Report: Ms. Skube

1. Teacher Survey (see attached)- 24 teachers responded.
  - School Theme to be changed every 2 years instead of 1/ year: 15 said yes, 1 said no, 8 said maybe. The obstacles to updating the theme every year is the financial impact of changing the bulletin boards and classroom decorations.
  - Starfish Sprint Fund: Ideas for use from fund were refreshing the playground, specifically the soccer goals and track, classroom rugs, a shade for K-2 grade playground.
  - Supply List Changes: teachers would like to have more options when ordering supplies. Can they review a catalog? Chandra Guirgis will look into more options from the vendor.
  - Stock the Lounge:(see attached) \*gluten and dairy free options?

### **Membership:** Ameer Bailey (President) for Bhavini Kuverji (VP Membership, absent)

- Membership drive moved online
- Car tags are sold with membership, good feedback on new car tags.

### **Wellness:** (Jaime Shachter)

- Will have update at next meeting. New committee has not met yet this year.

### **Unfinished Business:**

#### A. Completed Programs:

- JBE Ambassadors: 33 families were matched this year. Good feedback from parent.
- Kindergarten Meetup: Christina Money led the KG meetup this year at Jeremiah’s Ice. Feedback for next year: continue to have meetup and one for each grade would be nice. Can we have meetups at JBE playground during the summer. Meetup might be better without food since kids were distracted.
- Welcome Back Teacher Breakfast: Stephanie Deverson did a great job!
- Packet Stuffing: We had 20 volunteers, but several were younger children. Some papers ended up on the floor or missing from packets. Next year, we need to have a minimum age of 6<sup>th</sup> grade for volunteers. There was a suggestion to have volunteers work in shifts.
- School Supplies: (Chandra Guirgis) The distribution went very smoothly and quickly. The youth volunteers did a great job. Have additional volunteer sign-up when boxes are delivered to school. See above regarding requested changes from teachers.

- Summer Reading: 110 kids were registered and 100 attended the event at Pump It Up. Pump It Up discounted the rate for this event to \$2 per child. There was a suggestion to have the Summer Reading Celebration at JBE next year.
- Newcomers & Oldtimers Coffee: The event had a great turnout from parents. We can lower the budget to \$150 for this event next year as only a portion was used and plenty of leftovers. The 8:00 start time and having it at the outside pavilion worked well. Rename to First Day Social.
- Beautification: Christina Money will be the Chairperson for beautification 22/23 school year. She will coordinate times during drop off to clean the butterfly garden. Jamie Shachter mentioned that there will be no garden club this year with Ms. Brothers' departure.
- Photo – Amanda Chapman reported that yearbooks must be finalized by March 21<sup>st</sup> and the attachment by May 16<sup>th</sup>. We are in a 3-year contract with current vendor so switching is not an option. Hoping to have flyers out by next week. Strongly encourages families to purchase before deadline as we don't order extras and there were lots of families looking to buy when delivered last year.

## **New Business:**

### **A. Upcoming Programs**

- Fall Fundraiser: (Christelle Rouse) The fundraiser goal for this year is \$20k. The reward for the highest earnings per classroom is an in-school assembly from the Jacksonville Zoo. The highest earner in each class will also be selected to pet the animals. The top 10 individual fundraisers will receive a VIP pass to Monster Mash. Will be putting out QR code signs in carline.
- Invention Convention: (Vani Vegesna) IC website is running and registration has been extended to September 12. Prizes for 1<sup>st</sup> place in both individual and groups is \$100 from Bolts & Bytes (2<sup>nd</sup> place- \$75, 3<sup>rd</sup> place- \$50).
- Science Assembly and Night: (Cheryl Culp) The Science Assembly will be held on September 28 with a performance by Miracle of Science. This vendor will also perform on STEM showcase night on 9/29. The assemblies are free of charge in exchange for selling science kits to kids. A suggestion was made to allow parents to pre order the kits prior to the date of the event. STEM showcase will include Mathnasium (TBD), Code Ninjas, Shiva Robotics, and Bricks Bots Beakers. Teachers will have rooms open from 6-7:30pm with activities. Attendees will receive a passport to fill with each activity completed.
- Donuts with Dudes: (Rachel Calzada) Although the book fair is on hold for now, we will still have Donuts with Dudes on October 12-13. Discussion regarding whether title sponsor should speak at the event. Everyone agreed that there should be a table but not a speech since the goal is to have fellowship between students and their loved ones. Rachel will contact the Title Sponsor to discuss expectations.
- Fall School Pictures: (Lois Yoon) updates will be sent from school to chair.
- Red Ribbon Week: (Elleanor Swartz, Erika Glocker, Ms. Resnick) no updates
- Monster Mash: (Christelle Rouse) Christelle will not be at JBE next year, so she requested a shadow for next school year. No responses at meeting.

### **B. Chairperson Vacancies:**

- Magnet Tours
- Muffins with Misses – chair has been filled
- Family Field Day- Christian Scott volunteered to be the chairperson.

**Other Business:**

- Recording Secretary Nomination by Jamie Shachter for 22/23 school year: Gina Billeter. Motion to vote by Jamie Shachter and second by Lois Yoon. Approved by unanimous vote, none opposed.
- Budget for 22/23 school year was reviewed (see attached) by Ameer Bailey (President). Some areas with increases are beautification, ad hoc hospitality, business maintenance to pay accountant for taxes and potential due taxes from prior structure. Some items that were purchased in previous years require upkeep such as printer toner and hand sanitizer. These items are not in the budget for next year, but can be added after the Spring Fundraiser. No comments during meeting, motion to vote by Alysia Okada and second by Sneha Prasad, budget approved, none opposed.
- School Improvement Survey- discussed sending the survey out in November
- Bylaws Review and Update- Dabni McRary will be reviewing and updating bylaws (required every 2 years). Suggestion was made to remove requirement to print minutes at each meeting.
- School Improvement Purchases- Jaime Shachter is continuing to work on the new AV equipment for the cafeteria.
- Gifted Support Group- Ms. Kolb will be starting a gifted support group. We currently have a \$500 budget for gifted. Ideas to use this budget- provide more resources to parents of gifted children (books, games). Should we look into recruiting from preschool?

**Announcements:**

A. Next Meeting is Friday, October 7, 2022, – JBE Cafeteria and via Zoom @ 8:45 AM

B. PTO Playground play date and Jeremiah's on 9/20 at 3:00 PM

- <http://fojbe.com>
- <https://www.facebook.com/friendsofjaxbeachelementarypto/>
- [fojbepresident@gmail.com](mailto:fojbepresident@gmail.com)

**Adjournment:** The meeting was adjourned at 10:30 AM.

Cheryl Culp 9/5/2022

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Cheryl Culp, Recording Secretary