

**FOJBE PTO Meeting**  
**Friday, December 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, December 2, 2022. The President, Ameer Bailey, called the meeting to order at 8:50 AM. Quorum was established.

**Roll Call/Quorum:** The following people were in attendance: A. Michelle Alford, Ameer Bailey, Gina Billeter, Chandra Guirgis, Alysia Okada, Jena Pugh, Jaime Shachter, and Carie Skube. Zoom attendees: Linda Houtz and Lakshmi Kumar.

**Minutes Approval: Motion to vote by Jaime Shachter and second by Carie Skube. November 2022 Meeting Minutes were voted on and unanimously approved.**

**Principal Report – Cameron Mattingly (Absent reported by Ms. Alford)**

- Very impressed with cultural assembly
- Saturday Showcase will be January 7th at JBE
  - In years past, School Choice Expo was done at the Prime Osborne Center however this year that venue is not hosting due to construction. Individual schools are now required to host prospective families on that day instead.
  - Mandatory Training today at 10am - VOLUNTEERS NEEDED!!! Spread the word
  - We will have 4 tours that day, one hour each, with 45 minutes in-between each tour to allow for commute time. There is a sign-up genius to choose your time slots.
- Thankful for November breakfast and looking forward to December breakfast.

**Teacher Report – Carie Skube**

- Parent survey: there was a request for a section for comments, either on each question or one comment box at the end of the survey. Idea: maybe add a hyperlink to an email to comment specifically to PTO.
- Cultural assembly was awesome! Teachers loved it :) Students liked seeing fellow classmates on the stage.
- Two suggestions for next year:
  - They did not make the announcement for students in the audience to stand if they dressed up in cultural attire to be recognized.
  - Food: some snacks had peanuts which was super stressful for teachers to police. Some of the kids with allergies didn't have snack. Allergy friendly snacks would be suggested for next year. Teachers would have liked to have been given the snacks ahead of time and would have been responsible for distributing to their students. Looking into nut free or allergy free snacks only for future.

## **Report of the Executive Board:**

### **Treasurer – Lina Houtz (Zoom)**

November Financial Report – More details on website

- Beginning Balance: \$75,891.41
- Total Income = \$1,389.00
- Total Expenses = \$1,442.99
- Outstanding Checks (2) = \$234.57
- Reconciled Checks (8) = -\$3,154.97
- Ending Balance = \$72,917.02

### **President – Ameer Bailey**

- Parent survey has been completed and will be discussed at the PTO board meeting Monday, December 5th.
- Thank you email for the PTO Fall chairs from Cheryl Culp was read aloud
- Community outreach program: We are collecting non-perishable food and paper products to benefit Feeding Northeast Florida in the front lobby of the school. Program will run from December 1-16<sup>th</sup>. QR code to donate money directly

### **Correspondence - Lysi Okada**

- Thank you letter read from Ms. Guthrie to the PTO and a final farewell. Retirement party was well attended.
- Volunteers of the month - Nathalie Potts - for her work in making a collage of artwork for Mrs. Guthrie & Lakshmi Kumar for running the cultural assembly.

## **New Business**

### **Upcoming Programs Discussion:**

1. Parent group for gifted students – Ameer Bailey
  - a. First meeting is Dec. 9th at 8am with Ms. Kolb and Ms. Frazier
2. Southside Social Lunch - Vrushali Korde and Sneha Prasad (absent) Ameer Bailey
  - a. December 9th 11:30-1:30 at One Night Stand Taco
  - b. 9 people attending so far
3. Staff Breakfast Dec. 14th - Stephanie Diversion (absent) Ameer Bailey
  - a. Metro Diner will be ordered for staff
4. Saturday School Showcase Jan. 7th
  - a. Teachers are asked to volunteer so PTO would like to move unused budget funds of \$500 to be used to provide food for the teacher volunteers.
  - b. Motion to vote to move \$500 from unused funds to Showcase budget by Chandra Guirgis second by Lysi Okada. Voted on and unanimously approved.
5. Talent Show Jan. 26th - Meredith Ring (absent) Chandra Guirgis
  - a. They will be asking for a video submission recorded by parents of students to be uploaded on a shared drive. We would like to get communication out

before break so students can prepare over the winter break. Flyer is not ready yet. Email communication is preferred over paper flyer per survey.

6. Literacy Week Jan. 23rd - 27th - Pam Peters (absent) Ms. Alford and Chandra Guirgis
  - a. Monday - bookmark contest begins. Will need to be funded by the school
  - b. Talent Show teaser will be a video on Monday played during lunch periods. Ms. Ring can use clips from video submissions to create the teaser for the students.
  - c. Book swap request for Tuesday the 24th - need PTO help. Past issues include issues between determining how many picture books counting for chapter books. Logistics were difficult. Volunteers needed to facilitate the day of during the lunch periods. Suggestion: Class by class book swap that way we know its grade appropriate books. One PTO parent per classroom and use lunch periods to do this by grade. Collect books week prior and assign number of books each child can have. Have bins to collect per grade in lobby. Ms. Peters can adjust grade level submissions if needed.
  - d. Book Parade 25th Wednesday 8:45am Looking to ask Fletcher drumline to lead the parade.
  - e. Thursday - possibly having a guest reader for each classroom or flashlight reading. Suggestion to ask grandparents to volunteer to read.
  - f. Friday the 27th - Dion Leonard 45-minute presentation with Gobi the dog Assembly \$1000 which will exhaust the full PTO budget
  
7. School Champion - Jaime Shachter
  - a. DCPS starting new program: assigning one parent per school to serve as someone to help market the school & for parents to communicate with for questions or concerns.
  - b. Looking to set up a School Champion email to direct parents to.
  - c. There was a concern regarding the 100 mile club program. Problems and complaints are coming in from parents. Kids should be able to see their miles every week. Charts and mile counts should have been up at the beginning of the year, not months later. We still don't have award ceremonies. Miles seem to be underreported on the charts. Lack of advance communication for weekend runs. Frustration regarding emails not

**Announcements:**

Next Meeting is Friday, January 6, 2022 8:45am

<http://fojbe.com>

<https://www.facebook.com/friendsofjaxbeachelementarypto/>

[fojbepresident@gmail.com](mailto:fojbepresident@gmail.com)

**Meeting Adjourned:** The meeting was adjourned at 10:06 AM.

Gina Billeter 12/2/2022  
Gina Billeter  
Recording Secretary