

**FOJBE PTO Meeting**  
**Friday, January 6, 2023 – 8:49 AM**  
**JBE Cafeteria**

**Call to Order:** A FOJBE PTO Meeting was held in person in Jacksonville, FL on Friday, January 6, 2023. The President, Ameer Bailey, called the meeting to order at 8:49 AM. Quorum was established. We were unable to connect to Zoom during this meeting.

**Roll Call/Quorum:** The following people were in attendance: Ameer Bailey, A. Michelle Alford, Gina Billeter, Stephanie Deverson, Francie Hallahan, Lina Houtz, Lysi Okada, Jena Pugh, Meredith Ring, Jaime Shachter, Kara Scremin, Carie Skube, Lois Yoon, Charleen Bearup (phone).

**Minutes Approval: Motion to vote by Jaime Shachter and second by Lysi Okada. December 2022 Meeting Minutes were voted on and unanimously approved.**

**Principal Report – Cameron Mattingly (Absent, presented by A. Michelle Alford)**

- A huge Thank You for everything in December!!
- Thank you for tomorrow's lunch for teacher/staff & excited about School Showcase!
- Looking forward to Literacy Week & Talent Show

**Teacher Report – Carie Skube**

- No concerns or complaints at this time.
- Teachers very thankful for lounge restock last month :)
- New JBE Teacher Kindergarten: Ms. Schweitzer
- Student Planners: Primary teachers want to use them, consensus with teachers & Ms. Mattingly, they would like to keep them. Parents would like the teachers to teach the students how to use a planner, especially to be prepared for middle and high school and life skill.
- Book of the Quarter: Teachers did not discuss at the past meeting. Slated to be discussed at next meeting. Discussion about incorporating Book of the Quarter in a different way. For example: Mystery Parent Readers, assigning a home room literacy parent.

**Report of the Executive Board:**

**Treasurer – Lina Houtz**

**December Financial Report**

- Beginning Balance: \$72,917.02
  - Total Income = \$0
  - Total Expenses = \$7,905.42
  - Outstanding Checks (3) = \$1,787.05
  - Reconciled Checks (4) = -\$346.82
- Ending Balance = \$66,451.83
- Detailed report on the website

### **President – Amee Bailey**

- Survey results: Good feedback. The goal was to focus to drop a few events in order to put more money and time to the main events.
- Looking to get student survey feedback before making a decision.

### **Correspondence - Lysi Okada**

- Cheryl Culp & Theresa Jenkins are Volunteers of the Month of December for their dedication of their time above & beyond on Fall programs, beautification, community outreach, & teacher appreciation lounge re-stock.

### **New Business -**

#### **Upcoming Programs Discussion:**

1. Help Needed: Amee Bailey
  - a. Slating Committee: Committee of three that help identify people and approach to be on the PTO Board.
    - i. Nominated slating committee members Kara Scremin, Stephanie Deverson & Jaime Shachter; Committee Chair Jaime Shachter. Motion to vote by Kara Scremin and second by Lysi Okada. Voted on and unanimously approved.
  - b. Tours - Jan. 18th & Feb. 1st 8:45-10:00am
    - i. The mandatory training may be a reason parents are not volunteering because of lack of time to attend training & the tours. Video training would be a great alternative.
  - c. Staff Appreciation Week will be April 24-28 (Stephanie Deverson)
    - i. Lunch, Breakfast, Snack & gifts
    - ii. Francie Hallahan, Michelle Alford & Jena Pugh volunteered to help
  - d. Business Partners (Charleen Bearup):
    - i. Starfish Sprint: would like a flyer to forward to them.
    - ii. First Tee wants to become a sponsor. They are requesting a banner. Kara Scremin suggested they sponsor the Starfish Sprint and can be included in print material for the fundraiser.
2. Literacy Week Jan. 23rd - 27th - Pam Peters
  - a. Friday: Author visit: Dion Leonard & Gobi. Two presentations/assemblies. Read aloud of his picture book for primary assembly. Presale of his books prior to the week (due Jan 20) & will be delivered autographed the week of his visit. No money will be made out to PTO. Ms. Peters will simply collect and keep with Ms. Andrews until Jan 27<sup>th</sup>.
  - b. Monday: Bookmark contest & Talent Show Preview video showed during lunch
  - c. Tuesday: Buddy Read; classes paired up to read together

- d. Wednesday: 8:50am Book Character Parade with Fletcher Drum Line; parents invited to attend.
  - e. Thursday: Lights out: bring your own Flashlight
  - f. Thoughts on next year: Start committee early in the year in order to schedule author. There are authors who will team up with other local schools to hire for the week (ABE/NBE). Ms. Alford has a student published author she would like to consider for next year.
3. Talent Show - January 26th 6:30 to 7:45pm— Meredith Ring
- a. Received a lot of submissions. Reviewing more videos next week. Looking to include the students who are not chosen for the talent show in the show in some capacity.
  - b. Currently looking for judges who are neutral parties
  - c. Looking to get the piano tuned.
  - d. Working on being more efficient - not as long as last year. No snacks or participation certificates called up to stage and passed out individually.
  - e. Looking into donations instead of charging for the event. Cash & App/QR code. Will be included in eFlyer & social media/website.
4. Starfish Sprint - March 3, 2023
- a. Most important fundraiser of the year. Goal \$60K funds everything PTO does
  - b. Top prizes are coming in: Kennedy Space Center, Marineland, Altitude, Zoo experience
  - c. If you have a business or know someone, please let us know if they are willing to donate
  - d. Fun, fun, fun!!! Toilet paper your teacher, painting Ms. Despain, walking field trip. Class prizes, teacher prizes, and individual prizes.
  - e. February 22 kick-off pep rally

**Unfinished Business:** Brief Discussion Please

**Completed Programs Report Out:**

1. Parent Group for Gifted Students - Ameer Bailey
  - Overwhelming positive, packed house. Many teachers came to introduce themselves and speak. Next meeting January 20th 8:00-9:15am STEM room.
2. Southside Social
  - Was not a successful event. Only host, host's spouse, and president attended even though 11+ rsvped yes.
3. Staff Breakfast - Stephanie Deverson
  - Great success! A lot of food was left over.

**Year-Round Programs Report Out:**

1. Beautification - Christina Money (Absent)
  - Looking for volunteers to take over. The responsibility would be to hire a landscaping company and be the go between.

2. Wellness - Jaime Shachter

Buddy Activity was successful. Looking to do another meeting in February. Students completed a survey and will have the feedback soon to discuss.

3. Art Enrichment - Christina Money (absent)

4. Photo - Amanda Chapman (absent) emailed no updates

5. Business Partners - Charleen Bearup will be meeting with President to discuss next year's program

**Announcements:**

Next Meeting is Friday, February 3, 2023 8:45am in-person only.

<http://fojbe.com>

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**Meeting Adjourned:** The meeting was adjourned at 10:15 AM.

Gina Billeter 01/06/2023

Gina Billeter  
Recording Secretary