**FOJBE PTO Meeting Friday, December 8, 2023 – 8:50 AM JBE Cafeteria**

**Call to Order:** A FOJBE PTO Meeting was held in person in Jacksonville, FL on Friday, December 8, 2023. The President, Stephanie Deverson, called the meeting to order at 8:50 AM. Quorum was established.

**Roll Call/Quorum:** The following people were in attendance: Stephanie Deverson, Amee Bailey, Francie Hallahan, Gina Billeter, Amanda Chapman, Alana Ellis, Theresa Jenkins, Cynthia LaBuz, Michelle Langevin, Audrey Sandels, Jena Pugh, Jaime Shachter, Kyli Shores, Cameron Mattingly, Nilda Allen

**Minutes Approval: November Minutes Approved with small corrections (delete duplicate attendance Okada and add Francie Hallahan to VOTM). Motion to approve by** Jaime Shachter, **Motion seconded by** Audrey Sandels**. Meeting Minutes were voted on and unanimously approved.**

**Principal Report-** Cameron Mattingly

* Thanks to Art Enrichment Parents and other volunteers for a very successful Night of the Arts. Ms. Mattingly gave kudos for the enriching family and community experience.
* December 14th is Middle School Night – open to the entire school community. Magnet feeder schools, as well as local/area middle schools will be represented.
* District testing is ongoing now through December 18th. State testing (PM’s) begin in January.
* Technology Refresh. Ms Mattinlgy shared that DCPS is doing a computer overhaul at JBE – 505 new laptops to be sent to school. DCPS wants current laptops traded in to DCPS as swap out. Downsides: we’re still ~150 short of 1:1 computer ratio (this is the goal, especially in 5th grade). Additionally, several of the computer carts were purchased by PTO, as well as the SMART TV’s and teacher printers, so some extra research is needed to determine plan. Ms. Mattingly to get feedback and input from SMDT to determine how many SMART TV’s can be relinquished to DCPS as a trade-in to purchase additional laptops. PTO to also consider teacher printer toner funding solutions for these potential tech funds as well.
* DCPS School Choice Office is funding a mini makeover of the media center in partnership with Mr. Dowen. No timeline or exact details available, but there will be some upgrades to furnishings/décor to enhance the library space.

**Teacher Report-** Ms. Allen

* Reported that the Cultural Assembly was well received. She offered some recommendations to make the event more efficient (it ran long and some students had difficulty keeping attention): group like cultures (vs. single students), blend performances into the fashion show rather than after, limit/cap cultures for balance and variety, and improve advance communication about the event to recruit more cultural variety represented.
* Teachers will be working the Saturday Showcase (Magnet Tours) in February, Amee Bailey suggested providing lunch again for those working that day (Tropical Smoothie worked well last year).

**Report of the Executive Board:**

Treasurer- Kyli Shores

President- Stephanie Deverson

Correspondence- Volunteer of month Manasa for the wonderful Thanksgiving Lunch decorations/event and Lakshmi for the engaging Cultural Assembly.

**Financial Report:**

October & November Financial Reports- Kyli Shores

October Beginning Balance: $74,911.37

Total Income = $291.00

Total Expenses = $4,842.69

Outstanding Checks (3) = $2,467.98

Reconciled Checks (1) = -$301.10

Ending Balance = $72,526.56

Detailed report on the website

November Beginning Balance: $72,526.56

Total Income = $38,450.69

Total Expenses = $8,818.32

Outstanding Checks (0) = $0.00

Reconciled Checks (3) = -$2,467.98

Ending Balance = $99,690.95

Detailed report on the website

**New Business:** Brief Discussion Please

Upcoming Programs Discussion:

1. Staff Breakfast- December 20th. Niven Jaghman is planning a Waffle Bar.
2. Saturday Showcase- February 3rd. Manasa Badagowni not present, discussion tabled to January meeting.
3. Talent Show- January 31st. Meredith Ring not present. Flyers for this event need to go out before break. Stephanie to follow up via email.
4. Literacy Week- January 29th-Feb 2nd. Pam Peters not present, discussion tabled to January meeting.

**Unfinished Business:**  Brief Discussion Please

Completed Programs Report Out:

1. Veterans Day- Ashely Smith- great attendance by military members for the breakfast, event, and classroom briefings. The breakfast was successful and rearranging the media center furniture for this event worked well.
2. November 21-Thanksgiving Luncheon- Manasa Badagowni (not present)- Event was well attended and enjoyed. Photo booth was a nice touch. Café lines were extremely long despite extra Chartwell’s staff and JBE admin assisting. Suggest pre-made trays (no options) and request exact change on flyer. Ms. Mattingly to research if student ID’s snack accounts can be used to pay for adult meals. The multilevel front of stage area was a safety/tripping hazard. Suggest roping/blocking off front of stage to make it inaccessible and require use of permanent, side stairs to avoid this area altogether.
3. In-school Cultural Assembly Nov 29- Lakshmi Kumar (not present). Jena Pugh reported an issue with too many parent volunteers and photos/videos taken in violation of student media releases. Next year, parent volunteers will be limited and media release limits will be printed/available in advance for assembly participants.

Year-Round Programs Report Out:

1. Wellness- Jaime Shachter reported an upcoming holiday buddy event on December 19th and ongoing Student Wellness Survey (4th & 5th graders) to determine priorities for wellness committee and areas of need. Winter Warmth (coats, mittens, scarves, new socks) Drive happening post-holiday break.
2. Art Enrichment- Amee Bailey reported thanks to volunteers for Art Night and suggested PTO consider this event in budgeting plans next year to assist with event funding.
3. Photo- Amanda Chapman reported that Yearbook (YB) Sales are on-going (price went up December 1st). Personalization of YB deadline is December 31st. 5th Grade Ads will be due in January. Final deadline for YB purchase is April 1st. Ms. Mattingly requested additional YB sales flyers for front office and distribution.

**Announcements:**

Next Meeting is Friday, January 12, 2024 8:45 am

<http://fojbe.com>

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

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

**Meeting Adjourned:** The meeting was adjourned at 09:40 AM.

Jaime Shachter (on behalf of Crystal Biggs) 12/09/2023

Crystal Biggs

Recording Secretary