**FOJBE PTO Meeting Friday, January 12, 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, Crystal Biggs, Brandi Dermody, Elizabeth Eichel-Bato, Alana Ellis, Chandra Guirgis, Niven Jaghman, Theresa Jenkins, Alison Hunt, Kendall Hunt, John Brennan, Kathleen Brunson, Francie Hallahan, Cynthia LaBuz, Michelle Langevin, Audrey Sandels, Jena Pugh, Jaime Shachter, Kyli Shores, Cameron Mattingly, Ms. Taylor, Meredith Ring

**Minutes Approval: Motion to approve by** Chandra Guirgis. **Motion seconded by** Jaime Shachter. **December Meeting Minutes were voted on and unanimously approved.**

**Principal Report-** Cameron Mattingly

* Added staff meeting for Tuesday 1/16 to report on December testing and how JBE is measuring up to state goals. Meeting will be in Media center at 7:50 am. Anyone is welcome to attend.
* Stakeholder meeting will be Feb 6. During meeting January testing and testing goals will be discussed. Data will be provided. Ideas and feedback welcomed and encouraged at meeting.
* Literacy week- Student life met with Ms. Peters. Plan to do “Buddy” reading, an author visit, and parade to celebrate literacy week during Jan 29-Feb 2nd.
* Tours- Application required for middle school. Parent Volunteers for touring school must attend meeting with Ms. Mattingly on Feb 2 following PTO meeting.
* Saturday Showcase- February 3rd 9am-3pm District planned all elementary schools to conduct touring on the same day. Teachers and parent volunteers needed as tour guides. There will be 4 sessions of touring- 9:00 am ,10:45 am,12:30 pm and 2:00 pm.
* Virtual Tour- Feb 8th. One face to face tour on Feb 15.

**Teacher Report-** Ms. Taylor

* Technology- January a new lap top refresh is happening. Additional laptops are needed especially for district testing.
* Food was delicious for holiday breakfast.
* Distribution of new laptops and trading out Smart TVs is still being decided on. Considering 6 ways to distribute laptops, which will be voted on.

**Report of the Executive Board:**

Treasurer- Kyli Shores

President- Stephanie Deverson

**Financial Report:**

 December Financial Reports- Kyli Shores

Beginning Balance: $99,690.95

Total Income = $35.00

Total Expenses = $1249.55

Outstanding Checks (3) = $0

Reconciled Checks (1) = -$0

Ending Balance = $98,476.40

Detailed report on the website

**New Business:** Brief Discussion Please

Upcoming Programs Discussion:

1. Help needed Saturday
2. Slating Committee- Jena Pugh will Chair. Chandra Guirges and Alana Ellis offered to assist on the slating committee for soliciting officers for next year. Niven Jaghman motioned to vote and Jaime Schacter 2nd motion.
3. Tours- Feb 3rd and Feb 8th-

Niven will chair Magnet tours. Sign up Genius will need to be set up for volunteers. Maybe recruit alumni for touring. Logistical work while doing her speech.

Food trucks for teachers during tours were enjoyed by staff last year. Stephanie Deverson will check to see if food is a part of current budget.

C. Staff lounge- Staff requests less granola bars. Staff request more nuts, beef/cheese sticks, soda, chips, and popcorn. Plan to collect 17th-22nd. First week will be conducted and plan to extend for a second week, if necessary. K cups are needed in lounge and are budgeted for.

1. Staff Appreciation Week (April 22-26th)- Niven says some activities being planned during 5 days include making teacher homemade gift, wearing teachers’ favorite colors, bringing teacher treat and bring teacher a flower. Another idea was to provide students with “All About my Teacher Form”, which was enjoyed last year. Suggestion to ask Ms. Alford to fill out form in media.
2. Literacy Week January 29th-Feb 2nd. Pam Peters not present, Chandra spoke on Pam’s behalf about event details and plan. Theme “Believe in your Shelf”, (build resilience through reading).
* Bookmarks enjoyed last year and plan to complete again.
* Vocabulary parade instead of character parade and flashlight reading.
* Plan to have a masked reader (teacher will read a book wearing mask and children guess who it is).
* Still working to find an author.
1. Talent Show Feb 1st-Meredith Ring-would like someone to shadow her if someone is interested in taking over for next year.

Meredith is hopeful each child will be in talent show with submissions so far and current schedule she is planning. Still need more MCs- If kids are interested email by Sunday. Talent show from 6PM-8 PM. Suggestion to sell snacks- Drinks/popcorn.

1. Starfish Sprint-Reshan Chua- Waiting on Miss Mattingly’s approval. Looking for donations raffle prize donations. “One small donation from you, on giant leap for our astronauts.” Handprint money from kids to be displayed in school. February 28th- Starfish sprint pep rally. Volunteers needed and plan to make a sign-up Genius.
2. School Improvement Survey-Stephanie Deverson

66 people took survey last year. Goal to increase participation. A focused email instead of all the attachments. Suggestion to include a QR code in car line. Plan to organize survey differently.

**Unfinished Business:**  Brief Discussion Please

Completed Programs Report Out:

1. Staff Breakfast- Niven Jaghman

Year-Round Programs Report Out:

1. Beautification- Reshan Chua- Planning to spruce up outdoor area before graduation

2. Wellness- Jaime Shacter- Currently collecting blankets and gently used items.

Suggestion to send out new flyer.

**Announcements:**

Next Meeting is Friday, February 2, 2024 8:45 am

<http://fojbe.com>

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

fojbeptopresident@gmail.com

**Meeting Adjourned:** The meeting was adjourned at 10:08 AM.

Crystal Biggs 1/12/2024

Crystal Biggs

Recording Secretary