



FRIENDS OF  
**JAX BEACH ELEMENTARY**  
PARENT TEACHER ORGANIZATION

**General Meeting**  
**Friday, September 6, 2024**

**Call to Order:** A FOJBE PTO Meeting was held in person in Jacksonville Beach, FL on Friday, September 6, 2024 in Room 105. The President, Stephanie Deverson, called the meeting to order at 8:54 AM.

**Roll Call / Quorum:** Quorum was established. The following members were in attendance: Geeta Agarwal, Michelle Armstrong, Jeffrey Auld, Sydney Beliles, Crystal Biggs, Amanda Chapman, Stephanie Deverson, Gina Billeter, Elizabeth Eichel-Bato, Alana Ellis, Carey Francesconi, Francie Hallahan, Katie Gonzalez, Chandra Guirgis, Aimee Herdt, Niven Jaghman, Alexa Jenkins, Theresa Jenkins, Cynthia LaBuz, Michelle Langevin, Nikki Mills, Colleen November, Dipal Lalchete, Galaxy Li, Debbie Schmidt, Audrey Sandels, Ashlee Sarsfield, Jaime Shachter, Kelly Stoneberger, Jenny Sutton, Lynda Taylor, Tifinni Romero, Audrey Sandels. Stacy Znamirovski

**Minutes Approval:** May 2024 Minutes were reviewed. Motion to approve by Jaime Shachter seconded by Chandra Guirgis. The minutes were voted on and unanimously approved.

**Principal Report-** Assistant Principal Ms. Anita Alford -

- Principal Mattingly will be back from her leave next week, but, we do not know her return date.
- Ms. Camacho, school guidance counselor, is also on leave and should be back at the beginning of October 2024.
- Due to leave of absences, Ms. Alford has limited capacity.
- Thrillshare is the district's new way to communicate with parents. Ms. Skube and Ms. Alford are administrators for Thrillshare and they can post PTO information.
- There is a new superintendent for DCPS so some things have changed.
- We have testing coming up, so all students need to be in attendance. Ms. Alford inquired if the PTO can provide an incentive or treat for the students.
- Although we started out the school year with 643 students enrolled, we are now down to 613 students enrolled. Although JBE has a waiting list, there is a DCPS freeze on enrolling new students at JBE. The district wanted to cut 2 teaching positions from JBE, but thankfully we only had to lose 1 teacher.
- Ms. Alford will communicate the teacher VIP parking spots earned at 2024 Starfish sprint for the following teachers, because there was some confusion. The teachers are Johnson, Jordan, Erickson and Rieber.
- Ms. Alford will reach out to see if there are any issues with utilizing buses for school field trips, due to the bus shortage.
- Food trucks are no longer allowed on DCPS property until further notice. This is a DCPS mandate, and there is no explanation as to why food trucks are no longer allowed. This change will impact school events, so it is important to share this information with event chairs.
  - Pre-made food may be allowed. For example, Jeremiah's Italian Ice at the monster mash is still allowed.
  - Food trucks might be allowed just outside of school property. However, the food truck may need a permit from the city of Jacksonville Beach.

**Teacher Representative – Ms. Taylor:**

- Ms. Taylor requests that Homeroom parents wait to reach out about class parties. Teachers will work on determining December celebration dates in September, and will finalize the dates around the 2<sup>nd</sup> week of October.
- In January, teachers will work on determining dates of May classroom parties.
- We are only allowed 2 classroom parties per district.
- Teachers love and appreciate food and coffee. The teachers would appreciate a survey so that they can share their food restrictions with the PTO, because there are new teachers with food restrictions.
- Teachers can't share parent email addresses with homeroom parents. For stock the lounge, Ms. Niven Jaghman will send the flyer to teachers to have them send it out to parents.

**Report of the Executive Board:**

**President–** Stephanie Deverson

- Yearbook Vacancy for 2025-2026 –

- Amanda Chapman has been in charge of the yearbook for many years, and this will be her last year at JBE. The PTO needs someone to shadow Mrs. Chapman this year. Right now, Mrs. Chapman completes all of the yearbook chair duties by herself.
- Duties of the Yearbook chair/ committee occur all year long (including summer) and include but are not limited to the following:
  - Need to organize and collect 5<sup>th</sup> grade pictures/ advertisements.
  - Yearbook poetry submission.
  - In the summer, take pictures of the teachers.
  - Organize the cheddar up regarding the ordering of the yearbook.
  - Pass out all of the yearbooks to the students.
  - Come to all school events and take pictures.
  - Organize the class photography parents
  - Partner with Leonard's to design the yearbook.
  - Partner with school administration
- Going forward, this work will probably need to fall under a committee. Ideally, the yearbook committee members would have graphic design and photography experience along with a professional camera. Leonard's does offer training a few times a year. And, Leonard's does offer consultants. Ms. Chapman has documented much of the process.
- Please email Ms. Chapman at [FOJBEtoyebok@gmail.com](mailto:FOJBEtoyebok@gmail.com) if interested.
- The PTO will revisit this topic next meeting.
- Chairperson Vacancies
  - VP Fall Programs
  - Starfish Sprint (Mar 8)
  - Pictures (Oct 6, Nov 17, Feb 26)
  - Fall fundraiser for 2025-2026 school year

#### **Financial Report:**

- 2023-24 Audit Results – Elizabeth Eichel-Bato is the treasurer for 2024-2025 school year. The 2023-24 audit was successfully completed. Three PTO members (including Ms. Eichel-Bato) partnered with an external CPA to audit the PTO accounting/books to ensure that all expenses have corresponding receipts, the books are accurate, and everything is accounted for.
- As a reminder, it is important that PTO members turn in their receipts timely and before the end of the school year, so that the books can be properly accounted. Every month the check book is balanced. The treasurer is missing reimbursement requests for “Summer reading” and the recent “new parent event”.
- August 2024 Financial Report (completed by Kyli Shores on 10/2/2024)
  - Beginning Balance= \$108,444.86
  - Total Income = \$1,048.00
  - Total Expenses = \$8,442.02
  - Outstanding Checks (0) = \$0
  - Reconciled Checks (7) = -\$3,259.96
  - Ending Balance = \$97,790.88

#### **Advocacy:** Cynthia LaBuz -

- Ms. LaBuz has taken over as the advocacy chair from Ms. Jaime Shachter. Ms. LaBuz spoke about Amendment 1, which will be on the November 2024 ballot. If citizens vote “Yes”, then this will be a change to the current system, which means school board members will share their political affiliation on the voting ballot. This means citizens will know if a school board candidate is a democrat or a republican. If citizens vote no, it just means to keep things the same. If citizens do change it, then there will be primary run offs based on party affiliation for school board members. This will be effective November 2026.

#### **Membership:** Michelle Langevin –

- PTO had a total of 305 car tags and memberships, plus 29 car tags only. This is approximately in line with what the PTO sold last year. PTO earned approximately \$3,398.
- Membership decline: Possibly membership decline is due to the “pik my kid” app. Once Ms. Mattingly returns, the school will encourage parents to buy a new car tag. When guardians have the current year car tag, then school administrators know that the adult is a vetted person to pick of the student.
- 

#### **Correspondence:**

1. Volunteer of the Month – Kelly Stoneberger: Mrs. Stoneberger, her family, and additional volunteers came to clean out and update the landscaping.

## New Business:

1. **Annual Budget Review/Vote:** The budget stays pretty much the same every year. Below are the noteworthy changes to the 2024-2025 budget.
  - a. The PTO removed cultural assembly, book of the quarter, and the family play day that was typically held on Saturday. Also, the PTO remove the toner expense. Last year, the PTO bought a ton of toner. But, teachers can now make copies and DCPS will purchase all of the toner. The toner was accidentally left in the budget, but it will be removed.
  - b. The PTO added culture night of the arts (\$1,000) and a media resource to the budget. The media resource is a book check out person, and the full cost of the resource is approximately \$10,000. The PTO has already paid for the media resource over the summer.
  - c. Since a teacher was cut from JBE, the school now has one less teacher, which changes the budget. Teacher grants were adjusted due to loss of a teacher.
  - d. The coaches play day budget accidentally got removed, but Ms. Deverson will add it back in.
  - e. **Budget Approval:** 2024-25 budget was reviewed. Motion to approve by Colleen November, and seconded by Niven Jaghman. The budget was voted on and unanimously approved.
2. **Hand soap:** Ms. Kelly Stoneberger mentioned that the head custodian, Mr. Jim, stated they were out of hand soap and to look into the matter. Ms. Stoneberger mentioned that teachers were supplying hand soap for the hall room bathrooms out of their supply. Years ago, the PTO decided to purchase touchless soap dispensers, and that means that the PTO purchases the appropriate soap for these machines. This special soap is not provided by DCPS. The DCPS touchless foaming soap will not work in the PTO machines. Ms. Deverson stated that the PTO has foaming hand soap in inventory. The PTO has a line item in budget is for foamless soap refills. Ms. Deverson will inquire with Ms. Andrews and physically see the soap, and then Ms. Deverson will show Mr. Jim where the soap is so that he can refill the dispensers. Additionally, Ms. Deverson will let Mr. Jim know how to request soap going forward.
3. **Family Field day held on Saturday:** Ms. Shachter stated that not many families attend the field day. And, it was suggested to remove the field day from the budget and PTO calendar.
  - f. **Field day removal approval:** Motion to remove the Saturday field day from the calendar and budget. Motion to approve by Jaime Shachter, and seconded by Niven Jaghman. The elimination of Saturday family field day was voted on and unanimously approved.
4. **Shade for Playground:** The PTO would like to purchase more shade structures for the JBE playgrounds. Ms. Deverson contacted DCPS to ensure that the PTO is allowed/ approved to install shade structures, and DCPS approved. Ms. Deverson obtain DCPS's list of approved shade structure vendors. Ms. Deverson contacted 3 companies. However, only 2 companies responded to Ms. Deverson. In the PTO meeting, Ms. Deverson provided printed quotes from the shade structure companies to committee members.
  - a. The tarps/ sails are best suited for full sun, and far away from trees. The PTO may be able to get a discount if the company is already on-site to put up small structures.
  - b. Based upon today's committee discussion, the PTO did not have alignment on the type of structure, nor where to locate the structures. Plus, the PTO are unsure of what the structures look like. Additionally, the PTO need to analyze the sun exposure based upon time of day. Some PTO members inquired as to why the PTO can't build a permanent structure. Ms. Deverson stated that the PTO could look into that.
  - c. There are new trees that were planted on the playground and those may need to be relocated depending upon where the shade structure is installed.
  - d. The shade structures cannot be attached to a building or tree, because the warranty will be voided.
  - e. Mr. Jeffrey Auld agreed to consult on this project, because he has construction and engineering experience. Mr. Auld stated that he will complete a site layout for the structures.
  - f. On the Kindergarten/ 1<sup>st</sup> grade playground, the large oak tree would need to be trimmed. This is a DCPS responsibility; and the PTO has contacted DCPS, but DCPS has not trimmed the tree yet. That being said, we can only have a small shade structure on this playground due to the tree.
  - g. The shade structure installation will make certain parts of the playground unusable, but just that specific area will be closed off. The playgrounds will be open, but a specific area would be roped off. The PTO expect the installation to take 12 weeks.
  - h. In the event of a hurricane, the PTO may be able to take down the sails/ tarps, but the company would need to reinstall the sails/ tarps.
  - i. **Vendor 1: Southern Recreation (SR):**

- i. SR provides a 5 year warranty on the structure.
    - ii. SR sent pictures to Ms. Deverson and she will provide those to Mr. Auld.
    - iii. Quote 1- Basketball court – This is the largest and most expensive due to size and we would have to make adjustments to the pillars. The cost is \$85,790.
    - iv. Quote 2 - Front climbing area with monkey bars and slide: The cost is \$10,540. We would have to move the trees that we just planted. The quote doesn't include cost to relocate trees, but the PTO thinks they can relocate the trees ourselves.
    - v. Quote 3 - Soccer Field and a smaller structure for the teachers to use- The cost is \$30,675.
  - j. Prime recreational solutions (PR):**
    - i. PR was not pleased to provide the quote.
    - ii. Quote 1- Basketball court –The cost is \$72,234.
    - iii. Quote 2 - Soccer field only: The cost is \$34,092.15.
  - g. Shade Structure cost approval:** Motion to approve the building of a structure for this year, and to spend up to \$80,000. Motion to approve by Ms. Michelle Langevin and seconded Ms. Kelly Stoneberger. This was voted on and unanimously approved.
5. No In-School Assemblies

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

1. Fall Fundraiser (September) – Stacy Znamirowski – This fundraiser is now called the Fall Fundraiser because the current STEM program may be adjusted for 2025-26 school year. We need to find a chair for this program for next year.
2. STEM program: For the 2025-26 school year, the PTO would like to adjust the current program. Ms. Langevin and Ms. Deverson have looked into some potential options. The goal would be to have STEM resource every week. Currently, Ms. Cynthia Moorer teaches stem to students every other week. Most schools don't have resource 5 days a week. This is not something that DCPS will ever pay for.
  - a. Option 1 – Smart Lab (SL): Ms. Langevin met with the SL representative to review the JBE room. SL builds stem labs, provides everything to computers, tables, lab kits, curriculum, etc. With SL, even a parent or paraprofessional can teacher the program. We wouldn't need a certified teacher. SL could be an initial outlay of approximately \$200,000. The only way we could afford SL is if we obtained grants from local companies such as CSX, BCBS, etc. However, the grants are typically for high need schools.
  - b. Option 2 –
    - i. Certified teacher - PTO would hire a full time STEM teacher. The cost would be approximately \$68,540 ( $\$48,700 \times 1.40.74\%$ ).
    - ii. Certified Part time teacher - PTO would hire a part-time certified teacher. The teacher would work 180 days, 5 hours a day at \$25/ hour, which would cost  $\$22,500 \times 1.2221 = \$27,497$ .
    - iii. The current STEM instructor is Ms. Cynthia Moorer. Ms. Moorer is a Tutor II (Educational degree – NN56), and her hourly rate is \$19/ hr. Current teacher is only here every other week, and she is a part time resource.
  - c. We will need a committee to proceed and this discussion will need to be tabled at this moment.
3. Invention Convention Sep 16-20 – Vani Vegesna – Flyers have gone out. Bolt and Bytes will judge competition. Winner announcements are TBD. Will put the inventions on the stage in the cafeteria.
4. Science Night Sep 26 – Jena Pugh – Code ninja is the sponsor. We will have 10 Code Ninja stations, so they will use the entire cafeteria. Mathnasium, IQ fiber, Bolts and bytes, and B3 are some of the other vendors. B3 will host 2 science shows at 6:15pm and another show at 7:15pm. The show time audience will be divided up by grade. There will be a sign up genius for the science night. We need people to hand out flyers and letting people know about the shows. The teachers might need assistance as well.

#### **Unfinished Business:**

1. School Improvement Purchases – Stephanie Deverson – We purchased 50 computers and they will be delivered next week. Now, the school has 1:1 computers for all students. The PTO paid for the curriculum for typing. PTO also paid for a Part time media resource person to help check out books. The resource is also reading to students.

#### **Completed Programs Report Out:**

1. New Family Ambassador Program – Jaime Shachter – No report

2. New Family Meetup – Jaime Shachter – Many new families attended. In the future, the PTO it was recommended that the PTO pick a time when the teachers are not present, because the teachers are busy preparing.
3. Welcome Back Teachers – Niven Jaghman – Went well. However, it is an early activity for the volunteer. Ms. Jaghman recommends that we reconsider the time of the breakfast.
4. School Supplies – Chandra Guirgis – This program was successful.
5. Packet Stuffing – Stephanie Deverson - Ms. Deverson recommended to remove packet stuffing from the PTO duties. However, Ms. Colleen November stated that she will take over the packet stuffing for the next school year. It was recommended to Ms. November to ensure the volunteer sign up genius goes out to a broader group of volunteers, and that adults complete the packet stuffing.
6. Summer Reading Celebration – Stacy Derleth – There were less families than in prior years. For the next celebration, the school administration needs to notify families before the summer break.
7. First Day Social – Jena Pugh – Went well and well attended. Suggest to not have a themed magnet. So, we just have 1 magnet without the theme, so each year a new magnet does not have to be designed.
8. Year-Round Programs Report Out: Theresa Jenkins – Will leave this for next meeting.

**Announcements:**

Next Meeting is Friday, October 4, 2024 8:45am

Save the Dates

<http://fojbe.com>

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

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

**Meeting Adjourned:**

The meeting was adjured at 12:06pm by Mrs. Deverson.

Meeting minutes were recorded by Alana Ellis, Recording Secretary.