

# Liberty Pines Academy PTO Minutes

## August 15, 2019

1. **Welcome/Call To Order:** Melissa Woody called the meeting to order at 10:03 am. Mrs. Hemingway introduced Erin Glennan, the new assistant principal. Everyone present introduced themselves and shared their role in the PTO this year.
2. **Attendance:** Bre Willman, Erin Gulden, Heather Gilbert, Stephanie Cross, Robyn Cebulko, Melissa Woody, Traci Hemingway, Shannon Valentine, Shabreene Awkward Blazyvez, Paige Growdecki, Burton Jones, Daniella Ragusa, Marti Kondal, Kathleen Billet, Holly Van Wagner, Erin Bragg, Erin Glennan, Gayle Cormier, Rachel Rittenhouse, Angela Raines, Jen Hayes, Nicole Gamble, Christy Beebe, Pam Bergstrom, Melinda Howell (until 10:30 a.m.), Rachael Bunnell, Jenny Felix, and Katie Carlisle.
3. **Approval of Minutes:** Marty Kondal motioned to approve the July 2019 meeting minutes. Bre Willman seconded the motion and all present were in favor.
4. **Principal and Officer's Reports**
  - a. **Principal's report** – Mrs. Hemingway reported the following:
    - i. Thanks to the PTO for lanyards for middle school students. Once all ID badges are made, middle schoolers will wear them at all times.
    - ii. SAC approved to fund a positive behavior support system (PBIS). Student badges each have a QR code. Mrs. Hemingway is in the process of providing all teachers with Ipads to be used in conjunction with PBIS. The school is currently short 25 Ipads, which have been ordered. PTO funding will be needed to replace school funds that have been used to buy Ipads. The goal is to roll PBIS out within the next two weeks. Teachers can scan a student code to issue points. This will take the place of Paw Pats. Students may cash in points with teachers for rewards. Mrs. Hemingway will provide stuffed wolves to every classroom in grades K-3. Kids can cash in points to let the stuffed wolf sit on their desk for the day. Parents ultimately will be notified when students earn points and spend points. Middle school students can earn points and also be issued demerits. Students can lose the privilege of attending ice cream socials and pep rallies if issued demerits. Parents will know for middle schoolers when they earn points and when and why they get demerits. Dress code will be included, too. It will take a couple of weeks to get PBIS up and running. "Expectations" assemblies will be held to go over school/bus rules once all of the kindergarten students are in school. Fire drills and lock down drills will also take place once a month. There will be no videos this year. "Always rules" are posted on each door. The first drills take place next week.
    - iii. LPA has 2 new positions this year: Middle grades have two new math tutors. They will float through math classes on Wednesdays during the

months Sept through March. Mrs. Hemingway wants parents to be aware of this additional support for students.

- iv. Curriculum chats have been scheduled: next Tuesday, August 20<sup>th</sup> for grades 6-8 and next Thurs, August 22<sup>nd</sup> for grades K-5. Teachers explain what the kids will be learning and what the expectations are for the year. For middle school, parents attend 10 minutes in each class and will walk their student's schedule.
- v. For middle school, LPA has started a different lunch schedule. This year, there is a lunch A (kids in 5<sup>th</sup> period who have ELA or an elective) and a lunch B (kids with science, social studies or math in 5<sup>th</sup> period). It is open seating. So far, the kids love it. The behavior has been amazing. They leave their book bags in their 5<sup>th</sup> period class. From 5<sup>th</sup> to 6<sup>th</sup> period, they have 5 minutes, so they have enough time to go get their bags if they have lunch B.
- vi. Planners have been ordered but have not arrived yet. Students in grades 3-5 receive a planner. Parents do not get charged for planners or field trip shirts (unless lost by the student, then \$5 to replace).
- vii. Car line is moving nicely. Some parents are blocking the buses' exit. Mrs. Hemingway has ordered a sign to say please don't block the driveway. Mrs. Hemingway asked for 2 crossing guards, one for each driveway, but they cannot direct traffic. They can only help people cross. Mrs. Hemingway has requested help for directing traffic, but has been informed by the county that the road isn't busy enough to fund a traffic cop. Mrs. Hemingway needs all families to be attentive as they drop off and pick up. Otherwise, we will only be able to turn right in and out of the school. We don't want that.
- viii. Mrs. Hemingway also shared that if we sign in as a volunteer to attend a PTO meeting, we must sign out and sign in differently to go to lunch with our student.

**b. President – Melissa Woody**

- i. Melissa reported that everything went very well with PTO back to school events. She has received positive feedback on the PTO Facebook page. Middle school orientation ran very smoothly this year since books were not issued at that time. Also, the back to school luncheon went great.
- ii. PTO calendar is now outdated and will be revised.
- iii. Book fair has now been scheduled for Dec 2-6. Set up to take place on Nov 22<sup>nd</sup> (FRIDAY).
- iv. The PTO will also plan to sell spiritwear and water bottles during book fair.

**c. 1<sup>st</sup> VP Fundraising – Bre Willman**

- i. Bre reported that Pennies for Playgrounds/Penny Wars will be the first fundraising event for PTO this year. Grades K-5 will donate change; winning grade gets a Kona Ice party. Grades 6-8 will have a penny war where silver coins count against the total. Pennies and dollars count toward the total. Winning grade of middle school also gets a Kona Ice party. Publix will donate water jugs. Jessica Irmin has offered to help. A meeting will take place on the 20<sup>th</sup> at Bre's house sometime (to be

announced) before noon. Penny Wars are to be held Sept 9-13. Water jugs will go on the stage in the cafeteria. Mrs. Hemingway suggested that Bre give information relating to this fundraiser to LPA's TV person, Alex Martin, and the news crew kids can make an announcement about it every day on the news the week before. Bre reported that the only help needed with respect to this fundraiser is for decorating, counting and reporting. Mrs. Hemingway said that she can place an announcement about the Penny Wars on the middle school tv screen. Bre passed around sign up sheets for volunteers for various PTO fundraising events. Email Bre if you are able to help.

**d. 2<sup>nd</sup> VP Membership – Stephanie Cross**

- i. Membership update: Stephanie reported that the first deposit made for PTO membership was for \$5,220. The PTO's goal is \$6,500. She has another deposit to go in this morning of \$580. We are almost at our goal. Mrs. Hemingway will send another email reminding parents to join.

**e. Treasurer – Robyn Cebulko**

- i. State of the Bank: Robyn distributed the August 2019 State of the Bank. PTO started the fiscal year with \$15,276.34. PTO has taken in \$25,213.48 in donations/income. Expenses have been \$6,709.37. The PTO account balance as of 8/15/19 is \$33,780.45. After outstanding checks clear, PTO will have a balance of \$29,650.93.

**f. Secretary – Shannon Valentine**

- i. Website updates—Shannon reported that she is in the process of updating the PTO website. Please contact her with any changes/updates to the site.
- ii. Notes of thanks—None for this meeting.

**5. Committee Chair Reports**

**a. Activity-based Business Partners – Holly VanWagner reported on the following:**

- i. Holly is working with Bravos to sell “all access” passes for kids. These passes do not expire. The passes are for 2 hours of play for \$25. Normally the same passes cost \$29. There are no black out dates on the passes. Parents will make online payment for the passes; they will click on a link to pay and claim their voucher. We will start selling passes online Oct 1<sup>st</sup>.
- ii. Marvel night at the Jacksonville Iceman game is set for Saturday, Nov 16<sup>th</sup> at 7 pm. Be sure to save Halloween costumes for this event. Last year, the PTO sold enough tickets to allow students to go on the ice after the game. It was a lot of fun. \$20/ticket. \$5/ticket goes to PTO. Holly reported that the flyer is set to go and the link is live already. She said it looks like they are trying to seat us all in the same section. If we sell 150 tickets, we may get to participate in “chuck a puck” which could also raise money. Last year we only sold 80 tickets. Purchasers do not have to go to our school to go to the game, so please tell family and friends to also buy tickets. We need them to use our link to purchase. Information regarding this event will go out in a peachtree email flyer. We are not limited on how many tickets we sell.
- iii. Holly also reported that she contacted the Jacksonville Symphony. They are giving us a 60% discount on tickets including to the Holiday Pops concert (excluding Friday and Saturday night). From October through June,

there are 20 concerts to choose from. Tickets are \$25 each with \$5 going back to the PTO. They want us to sell a physical voucher and then people must mail them in to redeem. We will also be sharing this information with the LPA choir teachers.

iv. Holly finally reported that we will be doing a fundraiser in conjunction with the Jacksonville Jumbo Shrimp; however, it does not start until the spring.

b. **Box Tops** – Erin Bragg reported that Box Tops have changed to a digital platform. Parents must download an app and register specifically for their points to go to LPA. One neat feature is that you can scan your grocery receipt and the app finds any applicable products you purchased. It appears you can double dip with the app if the product also has a box tops label. Online orders can also count toward box tops using the app. We are still accepting paper box tops. Unfortunately, there is no way to give credit to classes for online box tops. Currently, our fundraising goal is \$1,100. Erin suggested that going forward we should have a school goal rather than a class goal and if we reach the goal as a school, allow the students a hat day or some other reward that does not cost anything. There will be no expense for box tops once paper box tops are gone (anticipated by end of this school year). Jen Hayes will send a reminder on the remind app regarding box tops.

c. **Business Partners** – Bre spoke for Danna Bicknell. We only plan to push further for business partners through September. Then we will resume again next school year. PTO is at around \$14,000 with pending orders. The PTO goal was \$16,000. Bre will blast parent pages for neighborhoods seeking additional business partners (Glen St Johns, SJGCC and SJF; Please let Bre know if anyone has a way of contacting parents as a group in other neighborhoods). Business partners receive advertising; business logo will go on Boosterthon shirts, will be displayed at hospitality events (at a certain level) and on website, etc.

d. **Hospitality recap/updates** – Heather Gilbert reported that the back to school lunch went well. She received great feedback on the food. Tomorrow is the “Boo Hoo breakfast.” Over 70 parents have RSVP’d. Heather will take PTO membership forms with her to the breakfast tomorrow to distribute.

e. **Room Parent Meeting** – Melissa spoke for Jen Bachman. A room parent meeting will be held on August 29th at 9 am in the cafeteria. Jen will send a reminder email.

f. **School Supplies Recap** – Marty Kondal reported that we sold 100 more boxes of school supplies than last year. It has now become a school fundraiser. There was only one damaged box. Marty had great volunteer helpers. Marty is sending them their letters for volunteer hours.

g. **Charleston Wrap** – Erin Gulden reported that the Charleston Wrap fundraiser will take place September 17-27.

h. **Spiritwear sales update** – Burton Jones reported that the spiritwear sales have been good so far. PTO has made \$10,800 in income to date. PTO profit is approximately \$4,300. We have around 30-40 of each shirt left, so PTO could make another \$1,100. Online store is still open. It was suggested that we could set up spiritwear sales at the general meeting in December. We sold all of our old spiritwear. The navy shirt with the flag won in total sales.

6. **Old business:** There is no old business.

7. **New business:**

a. Christy Beebe inquired regarding the DC trip. Mrs. Hemingway shared that there will be a meeting regarding the DC trip following curriculum chat.

b. Erin Gulden inquired about there being no howl hour for middle schoolers this year. Mrs. Hemingway said howl hour is being built into Wednesdays this year.

- c. Stephanie Cross reported that sunshine chair will continue this year. Please vote for volunteer, student, and staff member of the month. Stephanie will make a box for the file room where people can cast a vote. Winners receive a \$10 Dunkin Donuts gift card. Winning volunteer receives a preferential parking space. She will get this going in September.
- d. Paige Growdecki asked for an explanation of Edmodo. Mrs. Hemingway said parents will receive information in this regard at curriculum chat.
- e. Melissa Woody inquired about the dress code this year with respect to rips in jeans. The rule used to be that the rip had to be at the knee or below. Mrs. Hemingway said the rule is now that it is OK if the rip is below acceptable shorts level.

8. **Next meeting:** September 12 @ 10 AM

9. **Adjournment:** Melissa Woody adjourned the meeting at 11:06 am.