

MEETING MINUTES



DATE: April 4, 2023
TIME: 8:30 am
LOCATION: Hickory Creek Elementary

Attendees: Kristen Diaz (President) Stacey O’Keefe (VP), Kristin Brewer (Business Partners), Kathleen Newman (Recording Secretary), Kim McKeller (Corresponding Secretary), Tania Krantz (Parliamentarian), Crystal Henrichsen, Angela Koenig, Carrie Turansky, Tyann Kinard, Allison Garrahy, Jessica Schreck, Jennifer Tavaréz, Sarah Kruse, Roselys Arroyo, Rebecca Trevino (Treasurer), Julie Underwood (VP), Sarah Kruse, Jamie Williams, Tricsi Perdue, Youn Joo Choi.

AGENDA ITEMS: Approve March Minutes, Thank you Volunteers, Fund Run Reward Update, Volunteer Appreciation Banquet, New sign Landscaping, Teacher/Staff Appreciation Week, Physical Fitness Awards Update, Fifth grade celebration, Business Partners, Nominating Committee, Budget Report, Principal Report.

Meeting called to order at 8:30 a.m.

Welcome:

- President Kristen Diaz called the meeting to order at 8:30. Thank you to all of volunteers. A light breakfast is provided. Mrs. McGill sent a thank you note to the PTO for the breakfast treats for the Teachers.

February Minutes

- Sarah Kruse motioned to approve the March Meeting Minutes, Kristin Brewer 2nd the motion. Minutes approved.

Fund Run Reward Update

- Rebecca Trevino reports prize distribution for the fund run is complete.
- Mrs. Piece and Mrs. Rewy won the pizza party. Rice won for ice cream party. There were cookies for classes that reached 100% of their goal.
- We closed the fund run and did not renew for next year. If the board next year can decide whether they want to do it again
- \$23,354.76 final number made by the fund run.
- Ms. Quick will do the school store fundraiser in January. The board for next year may want to avoid doing it at the same time.

Volunteer Appreciation Banquet Costs

- Sarah Kruse reported there was a very nice volunteer banquet for the St. Johns County School District. She attended, as well as Mrs. Gonzalez. Rebecca Trevino won 3rd place for the district in volunteering. Thank you to Rebecca for all that you have done for our school. We appreciate you.

New Sign Landscaping

- Stacey O’Keefe looked into doing landscaping around our new digital sign.
- Mrs. Gonzalez said that it is in the work and there will be landscaping done around the school during the summer.

Teacher/Staff Appreciation Week

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- Jessica Schreck reported her committee has met and decided on the following events for Teacher/Staff Appreciation week the first week of May.
 - Monday – Sweet Treats
 - Tuesday – Fruit Cove Baptist Church provides coffee
 - Wednesday – Mexican Theme – Cantina Louie
 - Thursday – Salad Bar
 - Friday – Publix Subs
- We need PTO members to ask for donations of gift cards for the luncheon. Gifts cards will be given to the teachers. We have Elegant Nails, Conies, Top Golf, St. Johns Bridge, Poppin Box, Moon Dogs, Trader Joes. We have 110 teachers and staff and we would like to give them all gift cards.
- The theme is Super Heros. The Hawk Rock will be painted for the week.
- Kids have already begun writing nice things about their teachers to be read at announcements.

Physical Fitness Awards:

- Rebecca Trevino reported that the physical fitness certificates were updated to reflect one PE teacher and Mrs. Gonzalez's signature. The file has been placed in the PTO folder to be used for the future.

Fifth Grade Celebration

- Rebecca reported that PTO will fund \$500 toward the 5th grade celebration at Don Juan's.

Business Partner Update

- Tiger Cho's Taekwondo is our new Gold Level Business Partner. We are grateful for their partnership.
- Kristen Brewer has a packets for you to ask places that you patronize to partner with our school. The packets have the dollar amounts as well as what each level includes.
- Next year we are adding possibly putting the businesses advertisement in the Week at the Creek newsletter.

Treasurer's Report:

- Rebecca reported a balance of \$62,785.00. There will be many expenses at the end of the year, and we prefer to have a cushion there. Planners will need to be purchased (approx.\$3,700.00) \$500.00 toward the 5th Grade end of year celebration. \$3,800 for Teacher Appreciation. Also, there will be money spent for next year Holiday Shop. Sommer has it very organized with items in the closet for next year, but we need a cushion for that too (\$2,900).

Nominating Committee

- At this time we have the following running:
 - Sarah Kruse – President
 - Jennifer Tarverz – 1st Vice President
 - Julie Underwood – 2nd Vice President
 - Hillary Lovelady – Treasurer
 - Crystal Henrichsen – Recording Secretary
 - Kim McKellor – Corresponding Secretary
 - Rob Kruse – Parliamentarian

- Angela Koenig – Membership Coordinator
- Kristin Brewer -Volunteer Coordinator

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- Carrie Turansky – Public Relations Chair
- Jamie Williams – Room Parent Coordinator
- Sommer Dolce – Holiday Chair
- Jessica Schreck – Spirit Wear Chair
- Chrissy Tarpey suggests voting times to be twice a day to give the teacher's an opportunity to vote not just in the morning.

Treasurer Report:

- Rebecca Trevino reports \$58,460.03 balance. Expenses are \$34,203.00.
- Outstanding items are for planners for next year and the 5th grade celebration.

Principal's Report

- This week is Assistant Principal week and we are celebrating Mrs. Donavon.
- Next week Aladdin will be show 13, 14 at 6:00pm.
- The week of the 17th is volunteer appreciation week. WE will have a basket of goodies for all volunteers.
- April 19th is the Character Cup. It will be held at Nease High School. It is a 5th grade Olympics. The events start at 5:30. Details will be in the Week at the Creek.
- End of the year Glow Dance is coming up. A portion of the proceeds will go to the 5th grade lunch at Don Juan's.
- 5th Grade has an end of year trip at Sea World.
- Mrs. Gonzalez reports that she has been given a budget of \$89,000.00 from the State for next year. This will encompass costs for landscaping, copies, paper, cleaning supplies.
- Next year she expects to have:
 - Pre-K 7 classes
 - 1st Grade – 8 classes
 - 2nd grade – 7 classes
 - 3rd grade – 8 classes
 - 4th grade – 7 classes
 - 5th grade – 6 classes
- She has been budgeted for 2 Assistant Principals, 4 ESE teachers and 2 part time interventionists.
- Our school has been named a Model MTSS school.
- The behavior unit coming over next year will be in their own house. Green House will hold Pre-K on one side and the Behavior unit on the other side of the wall.
- A new building has been requested to help with the number of students.

New Business:

- Kim McKellor if you would like to purchase a yard sign for 5th grade you contact the Hooray Yard Card of St. Johns.

Motion to Adjourn Rebecca Trevino 2nd motion Jen Tarvarez.

Meeting adjourned at 9:15 am