

SAHS PTO, Business Meeting

St. Augustine High School Library / Zoom

May 10, 2021, 6:00pm

Members in attendance

Kathy Weed, Jennifer Sartiano, Dana Evans, Shannon Harris, Jen Stevenson, Brent Bechtold, Jo Ellen Parkey, Susan Connor

Members joining via Zoom

Dr. Graham, Kim Rossi, Doris Flaherty, Beth Robinson, Lisa Willey, Jennifer Cooksey

Meeting called to order: 6:12 (Delayed due to connection issues for Zoom attendees)

I. Introduction: Kathy Weed

Kathy Weed opened the meeting. Kathy passed on the thanks of the faculty and staff for the PTO's efforts during Teacher Appreciation Week.

II. Principal's Report: Dr. Graham, Live from the Jacksonville Airport!

a. Thank you for Teacher Appreciation Week - it was the best ever and the teachers/staff loved it!

b. Facilities Update "Life Cycle"

This year

Stage Curtains, \$25k; Intercom System, \$28k; Painting, \$50k; Duct Cleaning, \$65k,
Replace Auditorium Seating, \$170k, New Parking Places, \$40k

Requests not approved - "seeds planted"

Construction of new wing (behind Bld F) to include a Multi-Purpose Room

Replace "outdated" teacher desks

Action

None.

III. Treasurer's Report: Dana Evans

Dana presented a line-by-line report of the current PTO Budget (attached).

a. Current budget does not include \$1,000 for Teacher Appreciation line item from SAHS Alumni Association which was presented at the meeting.

b. Board agreed to carry over the Grade Level/Resource Grant balance to 2021-2022

c. Board agreed to carry over Jacket Up balance to 2021-2022

We received over \$500 from parents donating to Teacher Appreciation Week. Requesting funds instead of participation or specific items has been proven to be the most successful way to go.

Action

None.

IV. Hospitality: Shannon Harris, Susan Connor, Jennifer Sartiano

Teacher Appreciation Week was very successful. Teachers were overwhelmed with their celebrations. Shannon Harris was at SAHS every single day making sure things were just right. (She was also at SMS every day making sure things were just right, and she proctored tests)

Discussion regarding Wednesday Treats for next year

a. Suggested ideas to be discussed at the Summer Transition Meeting.

1. Monthly Socials hosted by PTO
2. Wednesday Treats will be done only when:
 - a. There is money in the line item, or
 - b. When a family would like to take a week
3. Wednesday Treats will still be “managed” by the PTO, just not “funded” and therefore, guaranteed, by the PTO.
4. Send a thank you text, with a picture directly to the families who have donated, in addition to posting on social media.

Action

- ✓ Jen Stevenson will schedule a Summer Transition Meeting

V. Graduation: Kathy Weed

June 1, 2021, TIAA Bank Field, 7:00 (gates open at 5:00)

Stadium staff will be acting as ushers, so we do not have to be the “social distancing” police.

We have been cleared to sell SAHS “swag”, “merch”, “souvenirs”, etc.

1. Possible items for sale
 - fans, bug spray, ponchos, pom poms, light up doo-dads
2. Two tables will be used to split up the lines.
3. We will accept cash and credit card payments.
4. Volunteers
 - Confirmed: Jen Stevenson, Jo Ellen Parkey, Brent Bechtold
 - If we are desperate: Susan Connor
 - Recruitment: Jen and Jo Ellen will “recruit” their older children

Flowers are already being pre-sold and will be handed out at the stadium by the vendor.

Action

- ✓ Jen will get prices for merchandise to be sold
- ✓ Jo Ellen will do an inventory of the SAHS fans in storage
- ✓ Jen will make a flyer for “Clearance” day
- ✓ Jen and Jo Ellen will be sure the tables are staffed with Volunteers
- ✓ Jo Ellen and Kathy will bring tables - just in case
- ✓ Jo Ellen will make sure we have table cloths.

VI. Parking Spot Auction: Jen Stevenson

Jen Stevenson explained her very well thought out plan for the auction.

After much discussion...

The spaces will not be auctioned simultaneously. We will auction one each day as follows:

- Monday, May 24 - Space 1
- Wednesday, May 26 - Space 2
- Friday, May 28 - Space 3

The auctions will open at midnight and close as the clock strikes midnight again - 24 hours only. Jen explained that if someone bids in the last 3 minutes, the auction is automatically set up to remain open to allow bidding for an extra 30 minutes (very exciting).

The third space will have a “Buy it Now” option which will be determined by the amount paid for the first two spots. The “Buy it Now” option will not be announced until after the 2nd auction closes.

It was discussed that the most important part of this will be the “hype”. There will be ongoing, potentially daily, announcements sent out via a combination of text, email, robocalls, and the use of social media.

We are requesting that the school allow us to open the auction to Sophomores and drop the GPA requirement, while leaving intact the behavior criteria.

Dana Explained that all but \$85 of the winning bid is tax deductible, as the spots are valued at \$85 each.

Action

- ✓ Jen will combine all of these ideas into a plan. She will create a flyer and a social media presence for the auctions, and work with Dr. Graham on messaging to parents and students.
- ✓ Jen and Kathy will meet with Dr. Graham to get final approval.

VII. Officer Elections: Kathy Weed

After a hard-fought race, Jen Stevenson was elected to the position of PTO Board President; Jo Ellen Parkey was elected to the position of PTO Board Secretary.

Motion to elect Jen Stevenson President: Jennifer Sartiano

Second: Susan Conner

8 approved

0 opposed

Motion to elect Jo Ellen Parkey Secretary: Susan Connor

Second: Jen Stevenson

8 approved

0 opposed

Action

None.

VIII. Alumni Liaison: Jennifer Sartiano

Jennifer Sartiano let us know the good news that 8 Alumni Association Scholarships had been awarded for a total of \$18,000. Jennifer encouraged us to encourage students to apply for these scholarships and to pass along the information that any student may apply, not just the children of SAHS Alumni.

IX. New Business: Kathy Weed

Jennifer Sartiano presented her research on the previously discussed SAHS car window clings to be given to new students and rising seniors. There was discussion about whether seniors will like getting window clings proclaiming them to be “SAHS Seniors”. The decision, by acclamation, was to proceed this year and see what happens.

Action

- ✓ Jennifer Sartiano will check on delivery speed and get back to Jen Stevenson
- ✓ Jen Stevenson will order the clings.

Brent Bechtold requested at least a discussion about the PTO helping to pay for the Band bus for Graduation. The cost will be \$1200. The suggestion was made that Brent first see if he can get parent volunteers to drive the musicians to the event. Jo Ellen explained the process for getting that permission and the restrictions that hold parents to driving a car no bigger than the average mini van (8 passengers). Brent agreed to try that first and get back to us.

Action

- ✓ Jo Ellen will send Brent the necessary SJCSD paperwork for parent driver approval.

Susan Connor, representing the Board, thanked Kathy Weed for her many years of service as President and Presented her with flowers.

Meeting Adjourned: 8:12pm

Next Meeting: Summer Transition Meeting, Date, Time, and Location TBD

Attachment:

ST AUGUSTINE HIGH SCHOOL PTO

	2020-2021 Budget	Actuals Year to Date	Remaining Budget
Starting Balance	\$ 13,862.11	\$ 13,862.11	\$ 13,862.11
Income			
Business Partners	\$ 7,500.00	\$ 9,420.00	\$ (1,920.00)
Spirit Nights	\$ 500.00	\$ 844.08	\$ (344.08)
T-shirts / Hats / Jackets	\$ 500.00	\$ 139.50	\$ 360.50
Graduation	\$ 2,250.00	\$ -	\$ 2,250.00
Other Income	\$ 550.00	\$ 60.00	\$ 490.00
Total Income	\$ 11,300.00	\$ 10,463.58	\$ 836.42
Expenses			
Annual Programs:			
Business Partner Advertising	\$ 1,000.00	\$ 1,113.00	\$ (113.00)
Field Trip Scholarships	\$ 250.00	\$ -	\$ 250.00
Hospitality	\$ -	\$ -	\$ -
PTAO Meeting Expenses	\$ -	\$ -	\$ -
Teacher Appreciation	\$ 5,550.00	\$ 4,244.27	\$ 1,305.73
Graduation Purchases	\$ -	\$ -	\$ -
Jacket Up	\$ 1,500.00	\$ 175.75	\$ 1,324.25
Speakers	\$ -	\$ -	\$ -
Other Expenses	\$ -	\$ 50.00	\$ (50.00)
Total Annual Programs	\$ 8,300.00	\$ 5,583.02	\$ 2,716.98
Discretionary Programs:			
Grade Level/Resource Grants	\$ 7,500.00	\$ 3,460.00	\$ 4,040.00
Technology	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -
Total Discretionary Programs	\$ 7,500.00	\$ 3,460.00	\$ 4,040.00
General & Administrative Expenditures	\$ 250.00	\$ 250.30	\$ (0.30)
Total Expenses	\$ 16,050.00	\$ 9,293.32	\$ 6,756.68
Ending Balance	\$ 9,112.11	\$ 15,032.37	\$ (5,920.26)