

Duval County Council of PTAs/PTSAs General Meeting August 20, 2013

Call to Order

The General Meeting of the Duval County Council of PTAs was called to order at 10:00 am by President Gretchen Lynch. The meeting was held in the Cline Auditorium of the DCPS School Board Building on Tuesday, August 20, 2013. The recording secretary Ann Gipalo recorded the minutes.

Attendance

There were **85** members representing **42** local units in attendance.

Meditation

Robert Mitchell gave the meditation and led the pledge of allegiance.

Executive Committee Reports

Minutes

The minutes from the April General Meeting were audited over the summer and posted on the wall for members to review prior to the meeting. Changes were solicited from the floor. Receiving none, the minutes were approved as written.

Corresponding Secretary

Gretchen reported for Africia Davis:

Thank you notes were sent to our P&P guests including school board members, Dr. Vitti and the Teacher of the Year. Also – a note of Congratulations was sent to Matthew Gilbert Middle School as they recently received a Parent Involvement Award from the FL Dept. of Education Bureau of Family & Community Outreach.

Treasurer's Report

Mindy Eisman presented the April, May, June and July Treasurer's reports as follows:

Starting Balance – April 1, 2013	\$ 60,449.20
Total Receipts	\$ 5,106.11
Total Disbursements	\$ 2,271.01
Ending Balance – April 30, 2013	\$ 63,284.30
Starting Balance – May 1, 2013	\$ 63,284.30
Total Receipts	\$ 2,571.38
Total Disbursements	\$ 13,693.20
Ending Balance – May 31, 2013	\$ 52,162.48

Starting Balance – June 1, 2013	\$ 52,162.48
Total Receipts	\$ 248.07
Total Disbursements	\$ 2,102.00
Ending Balance – June 30, 2013	\$ 50,308.55

Starting Balance – July 1, 2013	\$ 50,308.55
Total Receipts	\$ 4,608.79
Total Disbursements	\$ 2,645.11
Ending Balance – July 31, 2013	\$ 52,272.23

The April, May and June reports were audited in July during the end of year audit. The July report will be filed for audit.

Audit Report

The audit report was posted for the general members to review. The audit was performed July 31. No problems or issues were found. A motion to approve the audit was made and passed with a vote of the members by voting card.

Mindy reminded members that the following financial items should be completed already or are due soon:

1. The local unit audit should be done and copies forwarded to the school book keeper, Florida PTA and DCCPTA
2. Your proposed budget should be approved by your general membership in August or September.
3. Duval County Council dues (\$35) should be paid by November 1. See the website for the remittance form. Don't forget to think about making a contribution to our Eyeglass, Scholarship and Convention funds.
4. EVERY local unit must file a tax return by November 15. If your unit grossed under \$50,000 you may file the 990N form. If your unit grossed OVER \$50,000, you must file the 990EZ AND Schedules A and G.

***** If you do not file a tax return you jeopardize your non-profit tax status and will be responsible for taxes, fines and fees.**

Dr Vitti's Chief of Staff, Wendy LeHockey's remarks

For transportation questions contact the Transportation Chief, they could call/email Leslee Russell at x6255 (or x6251?) (RussellL@duvalschools.org).

DCPS revamped all the school websites on 8/12 – to standardize the placement of information. Each school can now customize the look of their site.

President's Report –

- a. Gretchen introduced all the members of the Board of Managers who were present.
- b. She and the 2nd and 3rd VPs met with Dr. Vitti over the summer to discuss PTA's partnership with DCPS.
- c. If you don't have your membership cards yet – then Florida PTA doesn't have your New/Returning Officers form.
- d. In order to receive our emails – please review the contact sheet on the front desk and make any corrections necessary.

- e. Presidents, be sure to pick up the Office Max discount cards out front as well.
- f. Gretchen announced that a **President's Contact List** will be available in September for Presidents only. President or delegate must sign out the sheet to get it, in order to keep the information confidential.
- g. Please also pick up a copy of our Calendar of Events brochure, but remember it is subject to change – so always check our website for the most current information.
- h. DCCPTA is here for you – for Resources and Training to help you be an effective leader.

1st Vice President - Programs

Rowena Nagales reported that yellow index cards are available for members to make suggestions for topics they would like to see covered at General Meetings and to let DCCPTA know what kind of program speakers they are looking for.

2nd Vice President – STAR Team

Mary Lobello:

- a. Introduced the **members of the STAR team**: Alicia Fuller, Richard Godke, Shelley Gill-Cain, Stacey McKendree, Victor Malone, Robert Mitchell, Jenifer Morgan, Alicia Reyes (Spanish language assistance) and Michelle Tipton.
- b. The name of the STAR team will be changing to "Mentors". Proposed in bylaws changes... not voted on yet.
- c. Thank you to Betty, Gretchen and Margaret for their help over the summer.
- d. We have contacted all inactive units in the county and offered our assistance.
- e. **What does being in "Good Standing" mean?**
 - 1. Your local unit bylaws must be up to date.
 - 2. State and National membership dues must be paid.
 - 3. County Council dues must be paid.

Unofficially, the following must also be done:

 - 1. Officer contact information must be sent to Florida PTA and to DCCPTA.
 - 2. File your tax return – either 990N or 990EZ and Schedules A & G.
- f. We will be holding **Presidents' Exchanges** three times a year. The first one will be October 24 from 7:00-8:00 pm at the Panera on Old St. Augustine Road. The next ones will be January 28 (Beaches) and February 28 (Westside).

3rd Vice President – Committees

- a. Margaret Godke reported DCCPTA has changed the name of her position from 3rd VP for Committees to "3rd VP for Leadership Development".
- b. She is passing a blue file folder with an interest survey inside for anyone interested in serving on any of the DCPS parent involvement committees throughout the year – such as textbook review, etc.

Technology

Vickie Hamby gave an overview of the new DCCPTA website www.dccpta.org. It is a "responsive" website – which means it scales the image depending on what platform you view it on (mobile vs. desktop).

Some of the items we will feature are:

- a. Our 6 most recent news items.
- b. Our general meeting minutes.
- c. The DCCPTA budget.
- d. DCCPTA bylaws.
- e. DCCPTA Board of Managers contact information.

Workshops

Sharon Hodges reported:

- a. The Fall Leadership Workshops are Saturday, September 28 at Robert E. Lee HS, from 9:00 am - Noon.
- b. If 5 or more members of your local unit attend, you can apply for a study/discussion award.
- c. There will be (3) 50 minute sessions with 5 choices each hour. We have 5 special tracks: Advocacy, Parent Academy, Programs, Membership, Executive Board. Classes and tracks were posted on the wall.
- d. Anyone can attend the workshops.

Cultural Arts

Rowena Nagales reported for Mandi Welch:

- a. **This year's Reflections theme is "Believe, Dream, Inspire".**
- b. County level entries are due December 6 from 9:30 am to Noon in Room 613 of the DCPS School Board Building. You may turn them in earlier than that if they are ready.
- c. There will be a class on Reflections at the September workshops
- d. National PTA will be holding several webinars on the second Tuesday of each month from 8:30-9:30 pm. The Guide to Online Registration webinars are the 3rd Tuesday of each month through December 8:30 – 9:30 pm which will teach Reflections Chairs how to enter online. Sign up at www.pta.org/reflections.

Awards

Patricia Beeman reported:

- a. There were several schools at the Presidents' & Principals' Luncheon who needed corrections made to their award certificates. Patricia put them in the school mail last week – so look for them to arrive soon.
- b. The DCCPTA Award application forms will be updated soon with the correct due dates for this school year. When ready they will be posted online.
- c. **Right Foot Award:** see [application](#) on our website. **Due November 1.**
- d. Florida PTA Awards were handed out to the following local units:
Chets Creek Elementary Seabreeze Elementary
JW Johnson College Prep Loretto Elementary

Sabal Palm Elementary
Beauclerc Elementary
Mandarin Middle
Hendricks Avenue Elementary

Sandalwood HS
Darnell-Cookman
Lone Star Elementary

Teacher Supply Depot

Gary Kimball reported:

- a. The Teacher Supply Depot provides resources for teachers and PTA presidents.
- b. The next giveaway will be Thursday, September 12 from 3:00 pm – 6:00 pm.**
- c. The TSD needs lots of adult and student volunteers.
- d. Your local unit can receive an award for donating hours.
- e. They had 710 teachers at the first giveaway this year.

Health and Safety Fair

Felita Tutt reported:

- a. DCCPTA will be hosting **Healthy Steps with PTA** Sunday, November 3 from 2:00 – 4:00 at Tree Hill Nature Center. We will have a walk, healthy snacks and water and several health and safety vendors.
- b. Signups for the event will be on our website in late September.

Resource Chair

Karen Ramirez:

- a. Provided information about National PTA's "**National School of Excellence**" program this year. The standards/requirements are on the www.PTA.org/excellence website. See flyer on table out front for PTA standards for Family Engagement.
- b. You must enroll by September 30, conduct a scan of your members by November 1, and complete an application by June 4.
- c. Winning schools will be notified by August 1, 2014.
- d. There's a PDF you can download to get started. There are also templates and webinars available.

New Business

Proposed Budget for 2013-2014

The proposed budget was posted for review by the members before the meeting.

Beginning Balance:	\$ 24,568.93
Estimated Income:	\$ 20,040.00
Estimated Expenses:	\$ 44,608.93

A motion to approve the budget was made, seconded and the motion passed with a voting card vote.

Bylaws

Betty Marty reported:

- a. The Bylaws committee proposes 11 amendments to the DCCPTA bylaws.
- b. The entire document with the proposed changes will be posted online for 30 days.
- c. The General Membership will vote on the proposed changes at the September General Meeting.

Vision Screening Consultant

Tracy Scott from the DCPS Vision Screening office:

- a. Their office works with local eye doctors to provide exams and glasses for approx. \$75 per child.
- b. This year will be their 43rd year in Duval county.
- c. 2.7 million children have been screened in the past 42 years.
- d. 11,000 children have received glasses due to the generosity of PTA donations to the Eyeglass fund.
- e. They provide screening at schools even if they don't have a PTA to help out; receive assistance through some of the medical academies and with grants.
- f. Their office has 4 people and 100 machines, so it takes a while to get around to everyone; they have workshops for training and you can get a study/discussion award if you have 5 people attend.
- g. **Tracy's contact information** is 318-4758; tscott0300@att.net

Florida KidCare

- a. **Lesley Seaton** (cell: 904-334-6835) reminded members that ANY child in Florida – regardless of income – can receive healthcare insurance through Florida KidCare; it is NOT “welfare”.
- b. She estimates there are approximately 9,000 children in Duval County without health insurance.
- c. The Affordable Care Act does not affect Florida KidCare.

PTA “ABCs” - Membership

Melissa Kicklighter reported:

- a. Governor Rick Scott has signed a proclamation that September is PTA Membership Month.
- b. See handout...
- c. We will have a class on Membership at the Workshops in September.
- d. You can join ANY PTA – you do not have to have a child at the school to join.
- e. Please remit your dues to Florida PTA every month.
- f. Florida PTA is having a special **Summer Membership Drive** this year; eligible to apply if you **signed up at least 50 new members between April 1 and August 31, 2013**. The award application is due September 15 (see application online at www.FloridaPTA.org)

EESS

Rosemarie Parsch reported:

- a. "What is an IEP?" will be one of the workshops held at the September 28 workshops at Lee HS.
- b. Disabilities Awareness Weeks are October 1-October 11. A guide for this event is sent to every school.
- c. VSA – Very Special Arts program at the Cummer.
- d. World Arts Film Festival at MOCA and the Downtown Library.
- e. Classroom Scouting – available in many schools and EESS Parent and Community Services can help you set it up.

Announcements:

- a. Thank you to Mandarin Oaks Elementary for today's refreshments.
- b. Please pick up last year's Reflections Awards in the back of the room before you leave.
- c. There are free pens in the back for the middle school PTA presidents.

Adjournment

The meeting adjourned at 11:43 am.

Signed:
Ann Gipalo

Approved as:

Date _____ Written _____ Corrected _____