**Duval County Council of PTAs/PTSAs**

**General Meeting**

**April 15, 2014**

**Call to Order**

The General Meeting of the Duval County Council of PTAs was called to order at 10:01 am by President Gretchen Lynch. The meeting was held in the Cline Auditorium of the DCPS School Board Building on Tuesday, April 15, 2014. Recording Secretary Ann Gipalo recorded the minutes.

**Attendance**

There were **55 members**, representing **31 local units**, in attendance.

**Meditation**

Robert Mitchell was absent today. Gretchen provided the meditation: “Our greatest weakness lies in giving up. What leads to our success is trying, just one more time.” Gretchen led the membership in the Pledge of Allegiance.

**Executive Committee Reports**

**Minutes**

The minutes from the March General Meeting were reviewed by Board members online and no changes were emailed before the meeting. Changes were solicited from the floor. Receiving none, the minutes were approved as written. Auditors for today’s meeting minutes will be Betty Marty and Melissa Kicklighter.

**Corresponding Secretary**

Africia Davis emailed her report: Thank you notes were mailed to last month’s General Meeting speakers - Crystal Freed of the Freed Agency and Tiffany Mackey of Junior Achievement of North Florida..

**Treasurer’s Report:**

Mindy Eisman presented the March Treasurer’s report as follows:

Starting Balance – March 1, 2014 **$ 65,416.76**

Total Receipts $ 4,528.64

Total Disbursements $ 2,971.54

Ending Balance – March 31, 2014 **$ 66,973.86**

The March Treasurer’s report will be filed for audit.

Mindy presented the list of items that must be completed by the Treasurer prior to the end of the fiscal year (June 30) and then the annual audit and tax filing. This list is available on the DCCPTA website [**HERE**](http://iadvocateforkids.org/PTA/wp-content/uploads/2013/03/EOY-Treasurer-Checklist.pdf)**.**

**President’s Report –**

Gretchen Lynch reported:

1. Thank you to the Presidents that attended the Open Enrollment meeting with Dr. Vitti – and for reading up on the issue prior to the meeting.
2. Celebrate what you DID do this year – don’t get discouraged by what you may not have been able to get to.
3. PTA Night with the Jacksonville Suns is Monday, June 9. You must have PTA card with you to get the discounted ticket price.
4. Send Gretchen the list of the names of your volunteers that have contributed 50 hours to your school. Those volunteers get FREE admission. The certificates are NOT transferable. Unfortunately, it is NOT $.50 hot dog night – but it is Belly Buster Night.
5. Thank you to Mandarin Middle for the hospitality today.

**2nd Vice President – Local Unit Mentors**

Mary Lobello reported:

1. The Good standing report is as follows:
   1. 94 units in good standing
   2. 24 unit with one strike
   3. 20 units with 2 strikes
   4. 16 units with 3 strikes

DCCPTA is offering a Scholarship for a local unit to send 2 people to the Florida PTA Leadership/Convention in July. The application is on our website [www.dccpta.org](http://www.dccpta.org), and it is **due Friday, May 9**.

**(High School) Scholarship Committee**

Margaret Godke reported:

1. The application was due (postmarked by) March 31.
2. We had applications from 50% of the eligible HS units.
3. There will be five $500 scholarships awarded.
4. We accept donations to the Scholarship fund year-round and will take them at the P&P if you’d still like to donate. Thank you to those units that have already donated.
5. Students must be from a school with a PTA/PTSA in good standing OR can become a member of the Sunshine State PTA – see Florida PTA website for membership information.

Florida PTA Leadership Convention is a great opportunity to get great training. Registration closes June 1. DCCPTA will host a dessert reception that weekend – everyone from Duval is welcome to attend.

**Legislation**

Melissa Daniel reported:

1. Legislative Session started 3/4/2014 – Now is the time to let your voices be heard!!
2. [www.floridapta.org](http://www.floridapta.org) – Advocacy tab
   1. Sign up for Legislative Alerts and forward information to your members.
   2. Watch for Weekly Bill Update - Follow bills and find out PTA positions
   3. Use Capwiz to have your voice heard.
3. Florida PTA Legislative Priorities revolve around:
   1. Charter and Virtual Schools
   2. Early Childhood Education
   3. Physical Education/ Reducing Childhood Obesity
   4. Bullying
   5. Child Trafficking
   6. High Stakes Testing
   7. Confidentiality of School Records
   8. Parent Trigger
4. Bills of Importance:
   1. **SB 1620** – **Voucher Funded School Accountability -** Florida PTA send out an alert with regards to this bill:
      1. Establishes tax credit scholarship program that allows taxpayers and corporations to donate funds to foundations to fund private school vouchers in lieu of state taxes.
      2. PTA opposes this and all voucher programs. PTA believes that all schools receiving tax dollars should:
         1. Participate in statewide assessment program by mandating all current standardized tests
         2. Have a school performance grade category designation and improvement rating to be published in the Commissioner of Education’s annual state wide report
         3. Compliance with Florida Public Records Laws and requirement for independent audits to assess how taxpayer money is being spent
         4. Regulations to ensure private institutions and non-public schools meet the educational needs of their students.
   2. Other bills to watch:
      1. **SB 1512** **Students with Disabilities (Voucher like program)** - Students with Disabilities; Establishing the Florida Personalized Accounts for Learning; specifying criteria for students who are eligible to participate in the program; prohibiting specific providers, schools, institutions, school districts, and other entities from sharing, refunding, or rebating program funds; requiring a school district to notify the parent regarding the option to participate in the program; specifying the school district’s responsibilities for completing a matrix of services and notifying the Department of Education of the completion of the matrix, etc.
      2. **HB 875** **Education Fiscal Accountability** - Education Fiscal Accountability; Requiring school report cards to include school and school district return-on-investment ratings; requiring the Commissioner of Education to establish a statewide education return-on-investment rating to evaluate the extent to which schools and school districts are using financial resources to improve student achievement; creating the Schoolhouse Funding Pilot Program within the Department of Education; requiring a school district to provide student performance data to a pilot school in the same manner as it provides that data to other public schools, etc.
      3. **SB 1096** **Charter school related** - Requiring that an independent third party audit the random selection process for admission to a charter school; authorizing a district school board to make certain surplus property available to a charter school; authorizing the Commissioner of Education to authorize certain exemptions to the Florida Building Code upon a district school board’s request; providing that a charter school that has a deteriorating financial condition is ineligible for capital outlay funding, etc.

**Awards**

Patricia Beeman reported:

1. All DCCPTA Award Applications are due TODAY by Noon.
2. You may drop all applications and History books off in the conference room around the corner from the refreshment table.

**Workshops:**

Margaret Godke reported for Sharon Hodges:

1. Our Spring Leadership Training Workshops will be held TWICE:

1. **Tuesday, May 13 from 5:45 – 7:45 pm** at the Highlands library branch (Dunn Avenue) (Registration begins at 5:30 pm).

2. **Friday, May 16 from 11:00 am – 2:00 pm** (registration starts at 10:15 am) at the Pablo Creek Regional Library. (Kernan and Beach Blvd.)

3. Both dates we will be offering the following training classes:

* + 1. REQUIRED Presidents and Treasurers training.
    2. Membership Planning.
    3. Executive Board training.

**Cultural Arts**

Mandi Welch reported: We had 13 students awarded Awards of Excellence (3) or Merit (10) at the State level. The Reception will be Friday, May 9 at Atlantic Coast HS. Invitations have been mailed to the students. Reflections Chairs have also been invited.

**Health and Safety**

Felita Tutt reported: She attended the announcement of the results of the **2013 Youth Risk Behavior Survey**. Conducted by the CDC. Surveys safety, nutrition, sexual behavior, drug and cigarette use.

* 1. Duval has the highest rate of sexual partners for HS students.
  2. Our STD rate is high vs. the state and national averages.
  3. Students are able to buy alcohol and cigarettes without being ID’d.
  4. One in 11 HS students have been threatened or injured by a weapon on school property.
  5. One in 5 students have carried a weapon onto their school campus in the last 30 days.

There are a few folders with the survey results available in the back. We will include a link to the survey results in the May Highlights message.

**Presidents’ and Principals’ Luncheon**

Amy Barker reported:

* 1. **The date is Tuesday, May 20 at UNF.**
  2. She needs pictures of local units in action for the slide show. Please send 2-3 from your unit to [president@dccpta.org](mailto:president@dccpta.org). Include a brief description of what’s happening in the photo. Needs the photos by Monday.

**Vendors Fair**

Kim Sheldon reported:

1. The Vendors Fair will be held before the P&P Luncheon at UNF on May 20 from 9 am – 11:30 am. Arrive by 9:45 am to be included in door prize drawings.
2. ALL ARE WELCOME – scout troops, safety patrols, community organizations, etc. **Please publicize this at your school**.

**Resources**

Gretchen reported for Karen Ramirez:

Schools of Excellence: starts with a survey of your parents, students and teachers. Get a personalized plan from National PTA then submit final application next June.

**Teacher Supply Depot**

Gary Kimball reported:

1. The next give-away is on May 8, by invitation only. Submit an idea for a project using ONLY supplies found at the TSD to Chris Buckley.
2. Summer vacation is a great times for High School students to get in community service hours by working at the Depot. Call or email Chris Buckley to set up a date at ([buckleyc@duvalschools.org](mailto:buckleyc@duvalschools.org)) or (904) 381-7480.

**Success by Design Conference:**

**Bernadette Hardeman of DCPS and Kevin Cotton, Student Recruitment and Outreach Director at Florida State College Jacksonville – Downtown campus**

*“Aspire, Explore and Achieve”* is the theme this year. For Middle school students and their families. Designed to help students and their families pursue their goals and become future-focused families.

**DATE:** May 23 – Downtown campus of FSCJ; 10:00 am – 3:00 pm

**Sessions for Parents include:**

College Choice Process

Say What? A Parent’s Guide to Internet Lingo and Safety

Advocating for your child – Building Effective School Partnerships

**Sessions for 8th grade Students include:**

Hot Jobs of the 21st century

College & Career Knowledge 101

Straight from the Source – student panel

**Sessions for 7th grade Students include:**

ESPY – Emotionally, Socially, Physically YOU

Generation Selfie – Internet safety

Steps to Success in Middle School

Keeping Your Act Together

**Summer Learning Loss**

**Lindsay Sharpe, DCPS Executive Director of Instruction**

**“Super Summer Academy”** DCPS is participating in a study– 3rd year of the program with Wallace, Rand and Crosby, Title I schools, 8:00 am – 4:00 pm, at 8 sites. Joint funded by Wallace and the district. Reading, Math and Science and Enrichment – Art, music and PE.

**Course and Grade Recovery** Runs June 16-July 25 from 8:00 am – 12:30 pm (Extended Day availability depends on the school) “anyone” can attend but really focused on struggling students. Also available through Duval Virtual School.

**ESY:** **Extended School Year** – runs July 2 – July 25.

**Early Childhood** – VPK – have to get 300 hours in in 6 weeks: day runs from 7:30 am – 6:00 pm.

**Enrichment:** for ESOL students (Walmart is funding), like summer camp with field trips and academic enrichment too. Includes Florida History and US Government and a Book Study.

ALL of these programs are FREE.

**Florida PTA Resolutions**

Juliann Gaus-Graeser read each resolution. A motion was made and seconded to support each resolution and a voting card vote was taken. All of the resolutions carried.

1. Summer Learning Loss
2. Supporting Florida’s Homeless Student Population
3. Support Response to Sexual harassment and Violence

**Installation of 2014-2015 Executive Board**

Rowena Nagales conducted the installation ceremony.

**PTA 101**

Mindy Eisman presented a list of financial items that have to be taken care of over the summer: (also available on **dccpta.org**)

1. NOTE: PTA fiscal year runs July 1 – June 30.
2. Remit all dues to Florida PTA monthly.
3. Return voided/unused PTA Membership cards to Florida PTA.
4. Pay all outstanding bills by the last day of school, so the checks have time to clear before you do your end of year audit.
5. Prepare the “Annual Financial Review” PTA Audit Report – after June 30.
6. The Audit Committee consists of three NON-check signers or an outside auditor.
7. See Money Matters at **PTA.org** or Dollars & Sense at **FloridaPTA.org** on how to conduct the audit – including which documents are needed.
8. During the review, the outgoing treasurer may not write/sign any checks; deposits are O.K.
9. The audit is copied to both the incoming and outgoing Treasurer, the president and the school bookkeeper.
10. You must present the audit to your General Membership and hold a vote to adopt the audit report at your first General Meeting next year.
11. You may file your 990 form immediately after doing the audit; the outgoing treasurer signs the return. The IRS website opens July 1.
12. Transfer all records, reports, files and checkbook etc. to new Treasurer.
13. Go to the bank to sign new check signers card. Bring a copy of the minutes showing the names of the new officers. A change in where you bank must be approved by your General Membership.
14. The incoming Treasurer will chair the budget committee for next year.

Additional reminders:

1. The outgoing president serves until June 15/30.
2. ALL materials belong to the PTA – not the President.
3. ALL materials should be turned over to the new president/officers within 2 weeks of the end of school.
4. The new Executive Board should hold a transition meeting without the old (outgoing) Board.
5. Due to IRS Guidelines, your new officers are not recognized until their names are received by the Florida PTA office – so be sure to file the **New Officer form** (online submissions ONLY this year – NO paper forms will be accepted).
6. Be sure to remember to THANK the outgoing Board!
7. You CAN fill a vacancy on the Executive Board over the summer with a vote by the Board. **DO NOT postpone an election** just because you have a vacancy on the slate – even if it’s the position of President.

**Announcements:**

1. Thank you to Mandarin Middle for supplying today’s refreshments.
2. We will take Awards for the next 30 minutes – until Noon.
3. Be sure to sign up for Parent Academy classes – they have lots to give away if you sign up for a class.

**Adjournment**

The meeting adjourned at **11:29 am**.

Signed:

Ann Gipalo

**Approved as Written:**

Date: June 1, 2014 by an audit committee consisting of Melissa Kicklighter and Betty Marty