

# Trout Creek Academy

## General PTO Meeting Minutes

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**Date/Time:** 2/11/2025, 8:35AM | **Meeting Called to Order By:** Melissa Homan

### In Attendance

ADMINISTRATION: Katherine O'Connell (Principal), Samantha Sawruk (Assistant Principal – Elementary School)

EXECUTIVE BOARD MEMBERS: Melissa Homan (President), Vanja Trivuncic (VP Elementary School), Chris Farlow (VP Middle School), Anna Montauredes (Secretary), Jared Fries (Treasurer), Renee Vitulli (Volunteer Coordinator), Anwar Ali Khan (Vendor Coordinator), Michael Rabon (Membership), Becky Spielmaker (Fundraiser), Gui Versiani (Communications – social media)

EXECUTIVE BOARD MEMBERS ABSENT: Renee Vitulli (Volunteer Coordinator), Anwar Ali Khan (Vendor Coordinator), Michael Rabon (Membership), Beth Markham (Assistant Treasurer), Tassie Parasiris (Sponsorship), Rebecca Piatko (Hospitality)

GENERAL PTO MEMBERS: Sarah Kirchner, Jessica Bergrud, Paulette Rupnarain, Maat Arthur, Michael Arthur, Jessica Pulch, Mary Hahn, Lindsey Pearce Parisi, Arthur Hairston

### Formalities/Old Business

Motion to Approve January Meeting Minutes

Motion: Gui Versiani

Second: Becky Spielmaker

Passed Unanimously

### General Business

PRINCIPAL'S REPORT (Ms. O'Connell)

- Recap of "Coffee with Katie"
  - o Biker/Walker safety, crossing guard situation...Shearwater CDD is responsible for stop sign and crossing guard appointment, no SJCSO, SJCSO, or TCA...all complaints about transportation/safety to be addressed to CDD
    - Email Heather Loffredo (CDD Board Member):  
[HLOffredoTroutCreekCDD4@proton.me](mailto:HLOffredoTroutCreekCDD4@proton.me) directly

- TCA having assembly for biker/walkers 8:30 AM 2/20/25 – will be recorded and shared in the classrooms...looking into sharing with parents but depends on how the assembly is recorded
  - 2025-2026 hoping to be on SJCSD budget to have legitimate crossing guard
- Cell phone policy at TCA is that children are not allowed on their phones except for the 25min at lunch each day; parents send phones in with their children, so it's their responsibility to instruct them on use, not the administration to make policy for kids to break, then have cycle of demerits, escalating levels of discipline, confiscating phone, etc...made comparison to electric scooters and no helmets, that the parent's choice is paramount, so can suggest student wears helmet, but not force; 140 MS students in cafeteria at once so easy for staff to see what they're doing/how interacting
  - Open discussion will continue on this topic
  - Going to consider having games available at lunch to encourage kids to not use phones
  - Concern over cleaning tables when orienting them facing each other but will consider having tables oriented perpendicular to stage as opposed to all facing forward
  - Guidance teams (Dobbins – MS, Frisbee – Elementary) give lessons on social interaction
  - Lunch bunches where kids go with different teachers or friends
- Gym only available for middle school students is SJCSD policy
  - Will consider allowing elementary to use the gym while middle schoolers with outdoor unit
- Gifted Program - at TCA children assessed for gifted with COGAT when in 2<sup>nd</sup> grade; each grade level with 1 gifted teacher to accommodate those students; 45min/day in FLOW, elementary children meet and have gifted curriculum; with millage having been passed, more resources will be available for gifted programs/teachers; Amanda Wood is TCA school psychologist available if parents want outside testing for their children to be applied towards TCA assessments
- TCA having necessary resources – comes through PTO funding
- CTE (computer, technology, engineering) – new classes available for middle schoolers
  - These new ICT I/II available for 6<sup>th</sup>-8<sup>th</sup> grade
    - Designing/Gaming, AI Robotics, Cyberseurity, Ethics in Technology, Coding
  - Tanell Elliott – middle school technology teacher
- Field Days with Ms. Latta and Ms. Ament – shirts being made, taking place during TIDE time
- Field Trips for each grade
  - K/1<sup>st</sup> – Alligator Farm
  - 2<sup>nd</sup> – Jacksonville Zoo
  - 3<sup>rd</sup> – Kennedy Space Center

- 4<sup>th</sup> – Downtown St, Augustine
  - 5<sup>th</sup> – SeaWorld
  - 6<sup>th</sup>/7<sup>th</sup> – Community First Igloo
  - 8<sup>th</sup> – Universal Studios Orlando
- Policy for administration is “see the need, fill the need” – solve problem immediately, don’t just write it down
- Will include Friday movies on Principal’s Weekly Letter
- FAST Testing – ELA 12<sup>th</sup> place in district; MATH 7<sup>th</sup> place in district
- All grades taking their field trips in February bc better pricing
- 5<sup>th</sup> Grade Celebration – in May, Olympics theme, special transition to MS, “day in the life of a middle schooler”
- **2/20/25 – Family Engagement Night**
  - **6:-6:30 PM dinner**
  - **6:30-7:10 PM activities with children**
    - **READING - New World Reading Initiatives (Cafeteria) and Booked (Media Center)**
    - **STEM - Challenge Island (Gym)**
  - **7:10-7:30 PM rising 6<sup>th</sup> grader meeting in MS Band Room with Mr. Barnes**
- **3/12/25 – Open Gym for Middle School (after school, with DJ...had one in January already)**
- Requesting shade structures for playground – current quotes at \$100K, picnic tables (3 donated from Extended Day Programs)
- Lost and Found needs to be cleared – donated at winter break and will donate again spring break
- Middle School registration ongoing right now – 6<sup>th</sup>, 7<sup>th</sup> graders picking their electives
- Cannot join field trip unless approved by SJCS and TCA for safety purposes
- 2025-2026 school year
  - Anticipating being fully staffed
  - Sports teams to be included in Open Houses
  - Cannot allow potential families in to tour during school day for safety reasons
  - Potential New Families Tours with PTO merchandise sales happening week before school starts
- Reminder for parents, Wednesdays now until February 5<sup>th</sup> will be REGULAR release (2:20pm)...early release resumes 2/12/25

#### PRESIDENT’S REPORT (Melissa)

- **\*\* PTO not only used to throw events to raise money for TCA, but to voice concerns of the community families about our children...coming to meetings allows your voice to be heard and acted upon \*\***
- Notified PTO that Heather Loffredo resigned last month and Jared Fries was voted in by the Executive Committee as her replacement on 1/20/25; Melissa and Jared going to Vystar with paperwork/letter from Secretary finalizing new co-signatories on 2/13/25
- Homeroom Parent Communication needs improvement to help PTO pass along relevant information

- Turtle Bucks Incentives still going on...discussed purchasing tickets or printing on special paper to ensure not counterfeit as had some issues at morning Turtle Bucks Redemption on 2/5/25
  - o Morning announcements, morning song, no HW pass, credit card sized assembly kits, ice cream in Terrapins Café (on Wednesdays)
  - o Each grade-level and resource teacher has stack to hand out, cafeteria gives out for good behavior, participation in spirit days, administration for model classes
  - o Ms. Sawruk filed for a grant from the district that would provide funds to be used for positive reimbursement program, so with Turtle Bucks not being on the 2024-2025 TCA PTO Budget, can help supplement as we are out of prizes
- No Charleston Wrap, Holiday Shop next year...more family/community engagement like Jersey Mikes Night, Firehouse Subs Night, Papa Johns Night, Icemen Game...passive income
- Discuss upcoming events:
  - o **Someone Special Dance** – chairpersons - Marena and Laurie – February 21<sup>st</sup> from 6-8PM– sneaker-ball theme, wear favorite outfit or fancy clothes and sneakers; reminder that everyone is welcome to choose which special person they want to send with their child for the evening (mother, father, family friend, etc.)
    - Sold 130 tickets so far
    - New vendor will be selling TCA merchandise night of event – journals, tumblers, etc
  - o **Spring Fundraiser** – chairperson – Becky - April 25<sup>th</sup> – Palm Valley Outdoor Bar and Grill, Margaritaville/Jimmy Buffet theme, parents’ night out (food/drink included in ticket price; silent auction tickets separate once on site)
    - Executive Committee members working to get donations for silent auction
  - o **Night of Arts** – middle schoolers showcase band/music with performances AND artwork to raise money for those depts...date TBD

#### TREASURER’S REPORT (Jared – via direct communication with President & Secretary for minutes)

- Current Bank Balance as of 2/10/25: \$21,210 (checking) and \$20,002 (savings)
- Last Bank Reconciliation as of 1/15/25 Balance was \$27,994
- As of today, actual income: \$80,403 vs budget of \$117,450
- Actual expenses: \$42,281 vs budgeted \$102,804.65
- Motion made to move \$7K from areas not being used (field trips, teacher appreciation, hospitality, web-based instruction) to fulfill the requests of administration (mainly front window tinting to protect children from trespassers on ground floor, cubbies for the 65 classrooms, sunshade, picnic tables, nurse supplies)

#### FUNDRAISING REPORT (Becky)

- Spiritwear Purchases in January \$256.35, but PTO only \$24.41 profit AND found out we pay ~ \$30/month to keep store open year-round, so we are DEFINITELY looking to change for next year...likely Livin’ Up
- Firehouse Subs Night \$146.88 profit

- Papa Johns Night \$396.71, but \$39.67 profit
- Croc Charm Sales \$200 earned 2/7/25, with \$58 from Fall Festival minus the \$289 spent to purchase them all means we're close to breaking even...likely our next sale if promoted will put us in the positive
- Suggesting Christmas fundraiser in 2025 to have NJHS or teaching academy students accumulate volunteer hours rather than get paid
- Possibly auction off "parking spot" to have a student skip car pick-up line and be takes straight to car

#### MEMBERSHIP REPORT (Michael)

- Currently 209 paid members, 1 new addition since January ½ off membership sale
- Tiered membership with sticker, discounted tickets, merchandise bag and guaranteed admission if sold out

#### SPONSORSHIP REPORT (Luisa)

- Lennar – top tier sponsorship confirmed
- Stroll Magazine doing TCA PTO Spotlight and highlighting past events (not future events b/c we don't want random non-TCA/PTO guests showing up)...2/21/25, 4PM, TCA PTO photo

#### VOLUNTEER REPORT (Renee)

- Volunteers needed for Someone Special Dance
- PLEASE show up when you sign up for a responsibility...really leaves us hanging, so we're noting names for reliability
- Remember, each time you volunteer, your name will be entered into a drawing for gift basket at the Spring Fundraiser
- Shearwater may be hosting a night for children to be engaged in activity while Parents Night Out taking place (4/25/25)

#### HOSPITALITY REPORT (Melissa)

- o January – Super Bowl festivities, Jersey Mikes subs, Hurricane wings and taco bar

#### PTO PRESIDENT'S SURPRISE

\*\* PTO January Spotlight...

## **Formalities**

Motion to Adjourn February 11<sup>th</sup> 2025 General PTO Meeting

Motion: Becky Spielmaker

Second: Anna Montauredes

Passed Unanimously

Meeting Adjourned 9:20AM

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President

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Date

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Secretary

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Date