

Meeting Minutes
Lighthouse Elementary / Beacon Cove Intermediate PTO
Executive PTO Board Meeting: Friday, August 23rd, 2024 @ Lighthouse Elementary
(8:45am)

1. Welcome

Call to Order: 8:48am

Executive Board Members Present: Ariel Dlugasch, Keri Morrison, Katrina Ventola, Olga Sokolova, April Vradenburg, Brittany Pace, Jen Beilinson, Robyn Yousef, Momo Yamakawa, Nina Montez (Lighthouse Elementary Principal), Pamela Buckman (Beacon Cove Intermediate Principal)

Executive Board Members Absent:

Non-Executive Members Present: Stephanie Schulz (LHE Treasurer), Courtney Roog (Dine for Cash Coordinator), Diana Docea (Business Partner Chair), Jamie Gilbert (TSAW Committee Chair)

2. July General Meeting Minutes

Review and approval of July 10th, 2024 meeting minutes

MOTION: A motion was made by April to accept the July 10th meeting minutes as presented. The motion was seconded by Keri. The motion was unanimously approved.

3. Fall Fun Fair – Stephanie

- Food trucks are in the works. All are contracted except Chick fil A right now.
- Jupiter Bounce contract has been sent out.
- Vendors must be wearing lanyards and badges.

4. Introduction of New Members/Positions/Committees – Ariel

- Courtney Roog – Dine for Cash Coordinator
- Jamie Gilbert – TSAW Committee Chair
- Diana Docea – Business Partner Chair
- Sabrina Barron – Social Media Coordinator
- Andrea Anderson – Events Chair
- Randi Karmin & Courtney Davis – Adopt-A-Class
- Kristy Baynham – LHE Teacher Liaison
- Ali Farris – BCI Teacher Liaison

5. Principals' Reports

A. Beacon Cove Intermediate – Pamela Buckman

- Ordered curriculum over the summer
- iReady workbooks purchased
- Clubs starting September/October
- Student numbers are lower this year - Might lose one to two units
- Heat Index post to go out on Social Media
- September testing dates tentative for 9/3 and 9/4

B. Lighthouse Elementary – Nina Montez

- Possibly losing 2 positions - Student numbers are significantly lower this year
- iReady testing happening now – PM1 testing in the beginning of September
- Workbook purchase requests will come soon
- Funding requests are now by individual teacher, instead of grade level

- Butterfly garden is successful
- Bait Shop will start in September
- Business Partner banners to be placed
- Volunteer positions will be streamlined and will open up after the Volunteer Breakfast
- Curriculum Night – September 18th
 - Tentative to sell T-Shirts at LHE only

4. VP of Fundraising Report – Jen and Keri

- Beacon Cove Graduation T-Shirt
 - Change to dry-fit
 - Raise price to \$20
- Attendance shirt for excellent attendance
 - Tentative to add Business Partner to shirt
- Teacher jackets for BCI
 - Within 2 weeks
- Teacher t-shirts
 - Double the price and use 50% off code
 - Create Canva and email to teachers with discount code
- Dry-fit Smalls and Mediums order has been placed
- Ordering white dry-fit, long sleeve mediums, and hoodies
- Adding new tie-dye colors
 - Blaze rainbow and turquoise are top choices
 - Possibility for kids to have input on color choices
- Lighthouse Birthday Marquee
 - In the process of being repaired – Marked as Out of Stock on website

5. Treasurer Report – Olga

- Started July 1, 2024 with \$189K
- Today at \$195K
- Moved \$80K to savings account
- Purchased Certificate of Deposit for \$25K
- Looking at other banks to put smaller amounts in shorter term CD's
- Year over year 7/1–8/22 we are within \$1K in t-shirt sales
- Teacher gift funds are in process
- BCI \$1,040 remaining for Academic School Enhancement
- LHE \$6,500 remaining in Academic School Enhancement
- BCI \$523 remaining in Beautification
- LHE \$2,499 remaining in Beautification
- Teacher/Staff Appreciation and School Store Accounts are relatively untouched so far

6. VP of Events Report – April

- Sweetheart Dance
 - Saturday, 2/1/25
 - \$70/couple, \$35/additional child
 - Majestic Ballroom – West Palm Beach
 - Locked in 2 DJ's, need to cancel one
 - Venue booked

- Boys Night Out
 - Friday, 4/11/2025
 - Ticket price options-- \$20/ticket or \$25/ticket
 - Roger Dean Stadium
 - Tentative to have t-shirt addition option to ticket purchase

7. Business Partner Report

- Banners up at BCI
- 8 Banners ready to put up at LHE
- Collected \$3,500
- Promised \$6,000
- Positive Behavior activity at Fun Fair
 - Changed from spin art to another project
 - Cash donation optional
- Florida Tutoring flyers at BCI? Or only LHE?
- Sponsorship opportunities outside of banners and flyers possible
 - Events
 - Halloween "Boo-Grams"

8. Volunteer Coordinators Report – Katrina

- Copy angels have started – need 2 more at BCI, need 1 more at LHE on Tuesdays
- Volunteer Breakfast – Wednesday 8/28
- Bait Shop – Mornings and Recess

9. Secretary Report – Brittany

- No report given

10. Board Business – Ariel

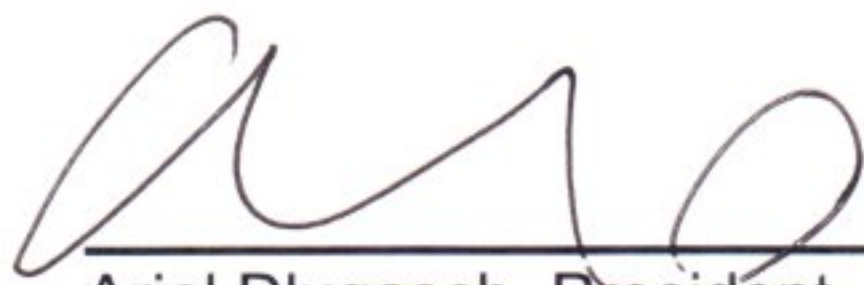
- Robyn Yousef appointed by President to be Business Partner Coordinator, as elected Business Partner Coordinator has resigned - all Executive Board members agree
- PTO T-Shirt discount code to be available to Non-Executive Board positions as well
- Fun Fair tickets - \$30 in advance/\$35 at the door
- Executive Board to review bylaws in detail before next meeting and give suggested edits
- Dine for Cash – 9/17, 4-8pm at Jersey Mike's in Abacoa
- Ariel to switch Gmail calendar, etc.
- Google Drive access should be available to all members
- General PTO meeting – Wednesday, August 28th at 9am

11. Next PTO Board Meetings

- General Meeting
 - Combined General Meeting and Volunteer Breakfast – Wednesday August 28th at 8:30am-10am
- Executive Board Meeting
 - 9/6/2024 at BCI at 8:45am

12. Adjourn

Adjourned: 10:40am



Ariel Dlugasch, President

9/6/24

Date



Brittany Pace, Secretary

9/6/2024

Date

LHE/BCI PTO Executive Board 2024-2025

President: Ariel Dlugasch

VP of Events: April Vradenburg

VP of Fundraising: Keri Morrison and Jen Beilinson

Treasurer: Olga Sokolova

LHE & BCI Secretary: Brittany Pace

BP Coordinator: Robyn Yousef

Volunteer Coordinators: Katrina Ventola & Momo Yamakawa

Lighthouse Elementary School Principal: Nina Montez

Beacon Cove Intermediate School Principal: Pamela Buckman

NON-Board Positions:

Adopt-A-Class: Randi Karmin/Courtney Davis

Social Media Specialist: Sabrina Barron

Dine for Cash Coordinator: Courtney Roog

Events Chair: Andrea Anderson

Business Partner Chair: Diana Docea

TSAW Committee Chair: Jamie Gilbert

Teacher Liaison: Kristy Baynham (LHE)

Teacher Liaison: Ali Farris (BCI)