

**Minutes of the
Sigsbee Charter School
Parent Teacher Organization**

Tuesday, March 11, 2014
959 Felton Road
Key West, FL

A regularly scheduled meeting of the Sigsbee Charter School Parent Teacher Organization convened at 5:30 p.m. at the Sigsbee Charter School Library. Present at the meeting was Heidi Davila, President; Josh Bassett, Vice President; Patricia Dowling, Treasurer and Eli Jannes, Sigsbee Charter School Principal. Pamela Hancock, Secretary was absent. Also present at the meeting were parents, guardians and teachers (sign in sheet is attached hereto).

Item A Motion was made by Heidi Davila and seconded by Kristin Moats granting approval of the minutes from the February 11, 2014 PTO meeting. Motion carried unanimously.

Item B Board recognized Kristin Moats hard work and dedication to the Box Tops for Education Program. Last submittal was in the amount of \$537.00. Ms. Moats advised the Board that Campbells labels can be collected; however, there is no money only items for the school. Ms. Moats advised that she will be putting Box Top collection boxes in various locations.

Item B2 Board was advised that the Staff Appreciation was held on February 14, 2014 at noon in the teacher's lounge.

Item C Board discussed the purchase of morning snacks during FCAT testing in a flat amount of \$500.00. (Approval of the funds request approved with Item F).

Item D Board discussed the Pink Zebra Fund Raising. This item will be held until next year due to the upcoming Island Affair Event.

Item E1 Board discussed the Island Affair Event that is scheduled to be held April 12, 2014 at Key West Yacht Club. An announcement was made that volunteers are needed for the event and that they can sign up to help out.

Item E2 The new logo Sigsbee Charter School shirts are ready and can be ordered by pay pal or by completing a hard copy form.

Item F Patricia Dowling, Treasurer gave the Board the financial update. Ms. Dowling advised that there were three requests for funding, as follows:

\$55.00 for Box Tops for Education supplies. Motion was made by Josh Bassett and seconded by Heidi Davila granting approval of the request. Motion carried unanimously.

\$500.00 to purchase snacks for FCAT testing. Motion was made by Kristin Moats and seconded by Robin Allen granting approval of the request. Motion carried unanimously.

\$200.00 for the Middle School Social. Motion was made by Robin Allen and seconded by Kristin Moats granting approval of the request. Motion carried unanimously.

Item D Eli Jannes, gave the monthly Principals update, as follows:

- Pigeon Key update
- Higg's Beach
- Kayaking
- Wildlife
- FCAT scheduled will be in this week's Scoop.
- School has received a music grant
- Hallway renovation
- Cafeteria bathrooms
- Turf

There being no further business to come before the PTO, the meeting was adjourned at 6:05 p.m.

Respectfully submitted,

Pamela G. Hancock