

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

Tuesday, April 8, 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; Pamela Hancock, Secretary; and Eli Jannes, Sigsbee Charter School Principal. Patricia Dowling, Treasurer was absent. Also present at the meeting were parents, guardians and teachers (sign in sheet is attached hereto).

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

Item B1 Tiffany Pellicier addressed the Board concerning the 5K Sailfish Shuffle. Mrs. Pellicier advised the Board that the event is being planned for May 3, 2014, at Sigsbee Charter School from 8:00 a.m. to 12:00 p.m. and that Keys Fit Games will be added to the event. Mrs. Pellicier also alerted the Board that she may need funds to pull the event together in an amount not to exceed \$1,500.00 (this amount was approved during the financial update). Motion was made by Mrs. Davila and seconded by Pamela Hancock approving the date, location and time of the event. Motion carried unanimously.

Item B2 Board discussed the possibility of having babysitting services in the cafeteria during the 8<sup>th</sup> grade graduation, June 3<sup>rd</sup> from 6:00 p.m. to 9:00 p.m. An e-vite will be sent out to determine whether there is an interest or not for this service.

Item B3 Board was advised that the Middle School students will be having a luau the last day of school.

Item B4 Josh Bassett, Vice President advised the Board that there is a suggestion box in the PTO room and that he sorted through them and was only going to address the two items that the PTO should address. The first item was cleaning of the teacher's break room, which was deferred to the Principals Report. The second item was about the Fall Festival not being held this year. Because there was not enough interest/help or funds to have the event, it was not held. The Fall Festival will be back on track next year.

Item C Pamela Hancock, Secretary gave a brief overview of the Financial Update. Ms. Hancock advised that there were three requests for funding, as follows:

\$300.00 for the cash drawers for the Island Affair. Motion was made by Paula Mottice and seconded by Jaime Cates granting approval of the request. Motion carried unanimously.

\$300.00 for the DJs for the Island Affair. Motion was made by Mrs. Hancock and seconded by Mrs. Davila granting approval of the request. Motion carried unanimously.

\$1,500.00 (not to exceed) for the 5K Sailfish Shuffle. Motion was made by April Fariss and seconded by LaToya Blaine granting approval of the request. Motion carried unanimously.

Mr. Bassett addressed the Board concerning funds for the new school t-shirts. After discussion, motion was made by Mrs. Hancock and seconded by Mrs. Davila granting approval of an amount not to exceed \$1,000.00 for the purchase of a variety of sizes/colors in the school t-shirts. The shirts will be sold at the 5K Sailfish Shuffle and will also be available for purchase online. Motion carried unanimously.

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

- Emma Carter, 4<sup>th</sup> grade, won the statewide play write competition.
- Announced that the FCATs will begin on Monday and will continue through the week. The school will be secured and access will be limited.
- Mrs. Jannes is still observing classrooms.
- The school has submitted a \$250,000 grant application for math and science technology from the Department of Education. Sigsbee will be partnering with Treasure Village Montessori Charter School and Big Pine Academy with this grant over the next two years.
- Heidi Hayes Jacobs, Professional Development Consultant, will be coming to the school for the 4<sup>th</sup> year. A coffee clatch will be scheduled so that parents can meet with Ms. Jacobs.
- Dr. Lloyd, Literacy Consultant, will be coming to the school in May for 3 weeks.
- Advised the Board that the teachers have a group reading professional development and that they are currently reading *The Trouble with Boys*.
- Advised that the Navy provided Spark Training to the staff.

Mrs. Jannes addressed the comment regarding the teacher's lounge that was placed in the PTO comment box. She advised the Board that it is the teacher's responsibility to clean up after themselves. The custodians do the usual cleaning of the area. After discussion, Mrs. Jannes advised the Board that the lounge area still needs another refrigerator.

The Board further discussed the FCAT testing scheduled for next week.

Board discussed future enhancements for the school as follows: a Sailfish sculpture mascot for the front area of the school, playground equipment and lighting. After discussion, Mrs. Jannes advised the Board that the SCS Board of Directors has facility plans that include lighting, bathrooms and the cafeteria. She advised the Board that she would provide the plans to the Board. The Board took no official action.

The Board asked that members bring ideas to the next meeting for future enhancements to the school.

There being no further business to come before the PTO, the meeting was adjourned at 6:45 p.m.

Respectfully submitted,

*Pamela G. Hancock*