



# Meeting Minutes

August 27, 2024

6:00 p.m.

## Attendance

Champayne Ricciardi, Ressa Tomkiewicz, Danielle Fried, Kim Colonna, McKenzie Ketchel, Stephanie Santiago, Taylor Wright, Michelle Hodges, Marcy Grauer, Lauren Brewer, Rachel Strength, Skylar Slaubaugh, Laura Wilson, Bethany Mitchell, Siobhan Dominy, Megan Johnson, Brad Johnson, Deanna Schlaudraff, Fabiola D'Ambrosio, Lamberto Pisani, Tracy Ley, Tammy Massa, Justin Brown, Imogene Reddick, Michelle Garcia, Katie Giagios, Starla Belfast, Sara Hicks, Annemarie Gatlin, Li Yeoh, Jennifer Teng, Christa Romel, Caroline Stalvey, Bianca Singlemann, Kelsea Sharp, Rebecca Smelt, Andrea

Zimmerman, Ravan Pender, Shannon Bennett, Rachel Bailey, Sabrina Waters, Codie Bryant, Troy Diggs, Gina Burnette

## Welcome – Ressa Tomkiewicz, President

Welcome to our very first PTO Meeting of the school year! I am so excited to see everybody and for you to have taken the time to be here. We know your time is really valuable and we all have a million things going on at once so we really, really appreciate you guys being here. For every PTO meeting we do offer free childcare in our cafeteria with EDEP staff, so that's just another way we can make it as convenient as possible for you to come.

My name is Ressa and I am the PTO president this year and I want to introduce our board, this fabulous group of women who have worked tirelessly over the summer to put together a fabulous calendar of events and programming for us. If you don't know me, this is your first time seeing me, I have 4 children and my youngest two go here, in 3rd grade and 1st grade. I am an avid runner and part of Gulf Winds Track Club, so eventually you will see me running around in all my glory in the neighborhood here so lots of things I do to try to keep busy. If I'm not running around after 4 kids, I'm running for fun.

Let me go ahead and introduce to you, Danielle Fried, she is our Vice President this year. We also have Kim Colonna, she is our Director of Communications. We have McKenzie Ketchel, who is our Co-Director of Fundraising, along with Jamie Sheehan, who is, sadly, not here because she's traveling back from Ireland, but you'll meet her next time. Then we have Stephanie Santiago, who is our Volunteer Coordinator, and then Taylor Wright, our Business Partner Coordinator, who is a long-time veteran and loves this school fiercely. We also have Allison Hartfield, who is our "master of coin" and she will not be at these meetings this year because her youngest actually graduated last year but we begged her to stay on board just one more year to help us balance our budget and help keep our books straight.

## Assistant Principal's Report – Champayne Ricciardi

I am so glad to see so many people here! This is awesome, thank you for coming. I know it's not easy when you have littles, so thank you, thank you, thank you.

If you're new, you may not know, we do progress monitoring three times a year per the state. We are in our PM1 right now (progress monitoring 1). Kindergarten through 2nd grades use STAR to do their progress monitoring. Today, 3rd and 5th grades tested in ELA and tomorrow they'll do math. Tomorrow, 4th grade will test in ELA and math. We'll do it again in December and then again in May.

I'm very excited about the fun, exciting things we have planned this year, and Marcy will tell you more, but one of the things we talked about today was Popsicles with Pals, which we'll do on September 20. One of the initiatives we have this year is for kids to create friendships and foster positivity throughout an entire grade level. We want them to make new friends, we want everybody to know more than just their unit they typically hang out with and play with. So this is one way every grade level will do their own thing, some may be out on this playground, some may be at the common area but they'll do this grade level-wide, so that the kids can get to see one another and interact positively with popsicles and pals! I know Marcy isn't on the agenda, but I'm going to throw it over to her to finish.

## SITE Update – Marcy Grauer

We have a few SITE events, and what SITE is, is our school leadership decision making team. We come together with a representative from each team here on campus and we tackle the school's issues and come up with schoolwide events and things we do throughout the year. A few things, like

Champayne mentioned, Popsicles with Pals, we really wanted to have activities that foster that connection with students and other teachers in their grade level as well as other students, and eventually connections throughout the school. So we're starting out small with our first nine weeks celebration, they'll get together with their grade level and share a popsicle treat and beforehand, they'll watch a storybook and go over questions with their teachers about friendship and kindness and how to make a friend, that way they can develop those social skills they may or may not have, especially the younger ones, to branch out and meet a new friend because meeting new friends can be scary. It's a little easier to do inside the classroom but when they get in a bigger group, that can be more challenging, so we really want to foster that our first nine weeks. Then when we move to our second nine weeks, we have a really fun activity that we do called Friendsgiving. The kids have family members that come, some extended family come from out of town because it's right before Thanksgiving, and this is a time of friends and fellowship outside. They can sit with friends on a picnic blanket, have lunch picnic-style and a little bit longer lunch which they always enjoy, and the teachers get to have a little bit longer lunch, which we always enjoy. So that's a really big celebration we have that has become a tradition at Killlearn Lakes over the past few years. In the spring, we're going to be planning two other events that go along with this theme, having one per nine weeks so the kids look forward to something social, something they can all participate in on campus and connect with their peers here at school.

In October, we have another tradition we've doing for the past two or three years, which is our Storybook Character Parade. After Covid, we wanted to jump back into what elementary school should feel like and give the kids something to look forward to. They come, it's on Halloween this year, on the 31<sup>st</sup>, but they dress in a costume of one of their favorite storybook characters. We parade around the school and have the parents line the parent pickup roadway to watch. When we come back in, the older kids will parade around for kindergarten, 1<sup>st</sup>, and 2<sup>nd</sup> so they can watch the older kids go around in their costumes. It's a really fun time where the kids get to be kids and wear a costume to school, which they get really excited about and it's a fun memory maker for parents because they get to see them in their cute little costumes as they go by in the parade.

We're really looking forward to starting a committee here in the next month or so, because we're about to start talking about the big 4-0. Next year, Killlearn Lakes turns 40. We'll be doing a big 40<sup>th</sup> anniversary celebration so keep that in mind as we start planning events for next year and we'll have some special things planned, like bringing teachers and students back from the past, so those are some of the things that will be on the horizon.

## **Board Member Reports**

### **Co-Director of Fundraising – McKenzie Ketchel**

Patron Program is going very well. It ends on September 9 and so far, we're at \$8,200, which is about 42% of our goal. So great, great start! But we need to keep pushing it over the next two or so weeks.

**Ressa:** So, as a PTO, we don't collect dues. Our biggest source of income and how we're able to fund programming and teacher appreciation week and updating the school news is through the Patron Program. We only do this once a year, it kicks off on the first day of school and goes through September 9.

And like she said, campus enhancements, anything like that is all taken from this pot. So we have a couple teacher incentives: a \$100 gift card for the teacher that raises the most money and a \$100 gift card for the teacher with the highest class participation. Right now, we do have a teacher who already has 30% of her class who has donated, so that's pretty exciting. We've got a couple more things coming, we've got signs that we'll put out, like the Coca Cola signs, if you guys were here last year, you might remember, but the Coca Cola signs with the QR code along the car line, those will be put out soon. A couple thermometers to put out to get the kids excited and let the parents know where we are with our goal and we also hung another QR code up at the front. We've also got a video Ressa has

been working on that shows all the news equipment that we bought that was on last year's wish list of campus enhancements. So she has a little video that's going to highlight all of that and show where the money is going.

**Ressa:** And huge kudos to our WKLES news director, Mr. Eichenlaub, who really put all this together and made this possible. So thank you!

Yes, yes yes yes. We've got the spirit wear, the online school store, that will be closing on the 8<sup>th</sup> so we've got a couple more weeks of that as well. And the other thing we are looking at before our next meeting will be the Coca Cola truckload sale. That will be September 27, kicking it off on a Friday, doing two weeks for the sale, and then pickup will be the following Friday, October 18. For those that weren't here last year, it's basically a sale where you order everything online, Coca Cola products by the case and then you come on the pickup date with your QR code, we scan your code, load your products into your car and you drive away. It's very hands off for us, Coca Cola does all the marketing...

**Ressa:** And it's not just sodas, the Powermilks, Powerades, juice, it's all kinds of stuff.

**Katie:** And all different kinds of waters, too. There's tons of variety.

They give us anywhere between 25% and 35% of sales, which is a pretty big chunk compared to some of the other share nights we've done in the past. It was super successful last spring, we raised just shy of \$1000. We're hoping to do it fall and spring now that everybody got a feel for it, we can do even better.

## Director of Finance – Ressa for Allison Hartsfield

Everyone got a copy of our budget on the table. This is for the 24-25 year. What we need to do since this is our very first meeting is approve the budget. This is also on the PTO website, if you have any questions, we try to be as transparent as possible. Every single dollar that gets spent, you know exactly where it goes. So if anyone has any questions, please don't hesitate to email me and I will have ALLISON explain all this to you. (lots of laughter) So I'm gonna go ahead and raise a first motion to vote for the budget. Do I have a first? Taylor? Thank you. Do I have a second? Thank you, Siobhan. So, the budget has been voted on and approved for this school year. Thank you very much.

## Director of Communications – Kim Colonna

We have a quick, this was also on the table when you got here, we have just a quick look at the things we have going on, basically until the next PTO meeting. So...that is...

**Ressa:** So, our main events, PTO meeting dates...yes, go ahead!

**Tammy:** There was a program helping the kindergarten and 1<sup>st</sup> graders, how do I find..."

**Ressa:** Yes! So Stephanie is going to talk about that, and she'll touch on that in just a few minutes.

So if anybody has any questions on this page, reach out to once of us. And for the PTO meetings, we've also pared them down a little bit so that we're not doing them every month, but every other month or so, so that we're not asking for so much of your time. Because we really appreciate you guys being involved and being here, so we've tried to scale back a little bit on that.

## Business Partner Coordinator – Taylor Wright

We have business partners, so far, we've got Lisa Hart, Realtor, Heather Burch Orthodontics, Killearn Lakes Tae Kwon Do, they're our biggest contributor, they've not only donated the largest amount but they're also wanting to donate fitness coupons to all the teachers and staff. We've got the fabulous Killearn Kids Dance Troupe, Hangar 38, they're always my steady. Clark Orthodontics, we love them and they support us a lot, you see them hanging in your car pickup sign window, they've been a steady business partner, they're amazing. We have Designs by KD, I'm pretty sure she's a mom here, her

website is amazing. All of these new signs have been ordered and will be put up by end-week. So for now, that's who we have. We have some others I know that will be returning, like Bannerman Pet and a few other orthodontics coming back. I'm going to try to branch out and get some of the new businesses out here in our neck of the woods and not be so territorial. I'm hoping for another great, successful year. Already having seven business partners already lined up two weeks into school is a great start. Anybody who knows anybody who has a business they want to promote, send them my way.

## Volunteer Coordinator – Stephanie Santiago

Hopefully a lot of people in this room received an email from me in the past week. I sent big group emails to our homeroom parents and anyone who volunteered at lunch. If you haven't, please make sure you've signed in so I can add you to the volunteer list. I've created a Remind group, those invitations went out earlier today. If you're interested, text 81010 and enter code @KLESV.

Lunch Bunch volunteers is something we started last year. Our littlest on campus need the most help opening up items and managing themselves and helping the grownups in the room manage the kids. There was a Sign Up Genius that went out with kindergarten and 1<sup>st</sup> graders to their parents. For September, I'm going to send out the September link to the Remind group.

**Ressa:** Once a month, there will be a Sign Up Genius sent out that'll be good for that whole month and you can sign up for what shifts work for your schedule.

Honestly, anyone who has time to come help, whether your kid is in that grade or not, Killlearn Lakes thanks you for that and we'll accept any help we can get any time.

On the horizon: we need volunteers for Book Fair, Grandparent's Day, and Picture Day. We're going to need a lot of volunteers because those all overlap at the end of September. Another big day is Field Day. We need at least 30 people in the morning and 30 in the afternoon for two days, so put that on your calendars because we need a lot of help with that.

## Old/New Business – Ressa Tomkiewicz

PTO hosted a back-to-school breakfast and lunch during planning week, the week before school started. We also hosted the Boo Hoo/Woo Hoo breakfast for pre-k and kindergarten parents here in the media center that first morning of school. It was really well attended; a lot of sweet parents were here. Over the summer, a lot of planning on our part and the purchasing of our new news equipment so we could get that running for the new school year.

Stephanie mentioned the book fair, that kicks off the week of September 23. And then there's Grandparent's Day, we do it over two days, on a Friday and a Monday, because of the size of our school. It's an all day affair. This year we're going to do an online pop up store with colorful grandparent t-shirts to purchase ahead of time that say, "Lucky Grandparent – I have a grandchild at KLES." The shirts will go home with your child the week of September 16.

Fall Festival, this is my favorite thing. I'm a little competitive and want to make it the best fall festival of all the elementary schools. It's going to be on Saturday, October 19, from 12-3. We do wristband sales ahead of time for \$15, adults are free, then at the door \$20 for wristbands. And Danielle can tell you about some of the fabulous partners we have lined up.

**Danielle:** We have Warner Soccer, North Florida Wildlife Center, some wonderful food vendors, Kona Ice, we love them, plus we have a catering individual who came out for the mother-son event, she'll be doing something as well, she does children's and adult size plates. We have bouncers that'll bring inflatables...

We have Redemptive Love Farm, WTXL meteorologist does a green screen, Challenger Learning Center, TPD fire truck, Killearn Lakes Tae Kwon Do does a board breaking thing, FSU Robotics, Lincoln Robotics Team, AR Workshop, face painting with BJ's Party House, cake/cookie walk, carnival games...it's going to be great. It's always a fun time.

Also new for this year, we're going to have a silent auction. More details to come, but on November 16 at Ology from 7-9. We're reaching out to vendors for fabulous gift but I wanted to go ahead and get that on your radar.

Then last for new business, and then I'm done, we have some cool new things that we're doing for campus enhancement that Stephanie can talk about.

**Stephanie:** Last year was all about tech. I met with admin and they gave me an idea of their wishlists. This year our focus is going to be more on our appearance outside. Admin said they wanted to liven up our crosswalks and paint them. Last week I was able to get a local muralist to come meet me and we're hopeful their team is going to work out. Also on the wishlist, is painting those green electrical boxes to make them more colorful and fun.

## **Teacher Reports**

### **Kindergarten – Imogene Reddick**

We've gotten our friend acclimated to routines. I think they're doing an awesome job of figuring out what to do during the school day. Our routines have been rules, what works in the classroom and in the school, how to get along with friends, following directions, eyes on the teacher. We use SAAVAS, and another program called YouFly. Next theme is "Go Places." We introduced the numbers 1-5 in math. Social studies unit theme is "Family."

### **1<sup>st</sup> Grade – Laura Wilson**

We have spent a lot of time getting to know each other. They know each other from kindergarten but it's a whole new class this year so we've spent time building friendships, playing games, learning rules. We are starting AR. In math, we're doing basic addition. In science, we're doing "what is science?"

### **2<sup>nd</sup> Grade – Ms. Guerrero**

We have also started in our YouFly lesson and our SAAVAS curriculum. (most is indistinguishable on recording)

### **3<sup>rd</sup> Grade – Skylar Slaubaugh**

We are working on friendship and learning about our environment, including nature and people around you. Being positive. We will begin Judy Moody in September. We're really excited about our first field trip to the Jacksonville Zoo.

### **4<sup>th</sup> Grade – Michelle Garcia**

4<sup>th</sup> grade builds on what the primary teachers have taught, but we're also working on following directions, learning the routines and responsibilities, organizational skills – they're really doing a great job. We're building our little family for the year. Working on place value, finishing that up, going into multiplication. Learning about what scientists do, we're in the middle of our maps unit. A huge part of 4<sup>th</sup> grade is learning about Florida's history. Our big field trip is to St. Augustine in the spring, but we also have a trip in October to Mission San Luis. And we're getting ready for Open House Thursday!

## 5<sup>th</sup> Grade – Ms. Crow

Building relationships, following directions, getting back into routines, knowing where to go if they need additional support, Peoples in America social studies unit, a new writing curriculum this year. We are starting 3x2 multiplication so it's important to know those multiplication facts. Starting them doing safety patrol and WKLES news.

## Open Forum/Q&A – Ressa Tomkiewicz

No questions were asked.



Meeting Adjourned

6:47 p.m.