



**Agenda for Summer Workshop**  
**Friday, May 31, 2024**  
**Creative Pinellas Largo**  
**9:30 a.m. – 3:30 p.m.**

*The mission of the Pinellas County Music Educators Association is to support and promote professional growth and to advocate for quality music education to foster the highest student achievement in music.*

In attendance: A. Turcott, A. Spencer, J. Heller, D. Suarez, K. LaRose, R. Chambers, G. Madrinan, S. McNaughton, K. Rafalski, B. Duffy

Meeting called to order – 9:56am

1. Introductions Turcott
  - Name, school, how long, position on board
  - Overview of agenda for the day—OneDrive Folder
  - New board members
  - Approval of the last minutes:
    - Motion to approve - G. Madrinan
    - 2<sup>nd</sup> D. Suarez
    - Motion PASSES
  
2. Reflecting, Review Mission, Goals Turcott
  - Reflecting and Celebrating Last Year
    - More interest in Honorariums
      - Future, explain what monies can be used towards
      - Registration/Fees have gone up – increase \$200 honorariums to \$300?
      - “We have honorariums UP TO [amount]”. Add range of allotment
        - Clarify what is being covered – travel, lodging, NOT FOOD!
      - Feedback from receiving a grant? Present at DWT or a training during the year.
    - More communication directly following the board meetings!
    - Banquet interest was up
    - Component Connections
    - Hospitality/Bereavement – having a point of contact?
    - Emerging Teachers and Students:
      - Promotion of the scholarships
        - Jeanne Reynolds -Music Ed?
        - Promise Scholarship – Music Major?
      - Posting on the PCS website? More advertising
      - Supporting Music Education as a Major
        - Robust system/pipeline to feed into Music Education
    - What happened to PD After Dark?

- Mission Statement Review
  - Continue to Promote diversity and inclusion
    - Adding Dance to All County
    - Come up with solutions to help families be included in these events
      - Conversation with the teachers/schools that are not participating
    - Coordinator Support and Processes
      - Mixed bag of “knowing what to do”
      - Streamline processes, more common sense
    - Quality over Quantity
      - Build up Quality over the next year of established Ensembles
        - Quality ensembles and literature
- Strategic Planning—How are we doing?

### 3. Treasurer’s Report

LaRose/McNaughton

- Current Financial Status
- 2023-2024 Honorariums Awarded
  - Adding a range to the amount – first come first served
  - Excess of \$1,200
- 2023-2024 Budget Discussion and Review
  - Under budget on Banquet
  - Under on Bereavement
  - Low on ticket Sales for All County
  - About \$2000 on average for each event
  - QR code for ticket sales worked well
  - Orchestra was over! (doubling the size helped)
  - Spent a ton on St. Pete College for Guitar
    - Made \$900, charged \$1,650
  - Surprise fee of the website
  - Jeanne Reynolds wants more input on process for her scholarship
  - Over budget on Food during events, but was well received.
  - Over budget on Fall DWT, not on Spring
  - Hospitality went over on Cadre
  - All County Elementary – slightly over on meals, but it was a wash with other costs being down
  - Clinician expenses did not get budgeted
  - All County Chorus went over on venue cost, 2-year bill sent this year
  - Banquet budget updated (except decorations)
    - More retirees, more plaques
  - \$44,302
- 2024-2025 Budget Discussion and Approval
  - Can we have all ticket links up on the sight at once?
  - Proposed 2024-2025 budget - \$47075.25
    - Motion to approve budget – D. Suarez, 2<sup>nd</sup> B. Duffy
    - Motion PASSES
  - Every time you request reimbursement, you must fill out the form on PCMEA website

- ONE DRIVE.- accounts payable - Uploaded Reimbursements Forms and Receipts
  - Make sure when you buy something for PCMEA you use the TAX EXEMPT FORM in One Drive.

#### 4. Supervisor's Report

Spencer

- Successful students! Multiple schools and students did amazing things throughout the district this school year (slide presented with specific accomplishments)
- Teacher Achievements!!
- Community Connections – Steinbrenner Concert, USF Student for a Day, St. Pete State of the City, Florida Orchestra Lobby Concerts
- Articulation Events – Recruitment and Retention, 18 funding requests
- All County Events
- IGNITE- 280 registered so far, 33 schools represented, Added percussion component
- SUSTAINABILITY
  - Calendar meeting with Component chairs over Summer
  - New teachers/leaders – “leave a mark”
- Referendum 2024
  - Changes to Referendum –
    - ½ mill tax to 1 mill increase
    - School board policy
      - 80% instructional salaries and benefits, 20% for programs
    - Surrounding school systems have more going into school systems
    - Continue ICROC oversight
    - Ballot language with millage change
    - Continue teacher salaries and programs as currently defined
    - Add support staff salaries; defined to be non-teacher employees not on the administrative salary scale
    - Communications:
      - District funds cannot be used to communicate that voters should vote for the referendum, or send communications to voters concerning the referendum regardless of whether the communication is limited to factual information, as opposed to advocacy language
      - The idea of information being “SENT” being the operative word.

#### 5. Old Business – tabled until next meeting pending absences

Turcott

- End of Year Celebration Reflection
- Bylaws Revision
- New logo – tabled

#### 6. New Business

Turcott

- DWT Planning
  - Food
  - Membership
  - New Teacher Gifts

- General Membership Meeting?
- All County Processes and Procedures
  - Handbook
    - Review of guidelines and procedures
    - Database, Website, Current Contracts
  - Fiscal Responsibility
    - Please only spend money that is budgeted
    - Communicate otherwise
    - Use Tax Exempt form
  - Coordinator Duties/Checklist
- Meeting Schedule 2024-2025`
  - Online/In-Person/Hybrid - TABLED
    - Location(s)
  - Fall Workshop with AC Coordinators—Oct or Nov
  - Calendar Meeting—Dec or Jan with FVA/FOA/FBA

Turcott

## 7. All County

Turcott

- HS BAND
  - Austin Blount – Hollins
  - Jake Provino – PPHS
- MS BAND
  - Josette Harris – Tyrone MS
  - Nicole Warren – Maderia Beach MS
- HS ORCHESTRA
  - Melissa Wight
- MS ORCHESTRA
  - ?
- HS CHORUS
  - Maya Berrios
  - Gabe Irizarry
- MS CHORUS
  - Kelly Moss
  - Angela Wolfenden
- ELEMENTARY
  - Kate Bates
  - Tyler Polston
  - Brian Scott
- ELEMENTARY STRINGS
  - ?
- JAZZ
  - Robert Bosma
- GUITAR
  - John Campbell
- NEW MUSIC FESTIVAL
  - ?

- Reflection/Data
- Ajori Updates
- Handbook and Guidelines Review
  - Director Attendance and Responsibilities
  - Private School Process
  - OneDrive Folders
    - Planning Sheet
    - Reimbursement Form and Procedures
    - Bios and Rosters
    - Repertoire Rubric and Ordering
    - Food Plan
    - Auxiliary Instrument Coordinator
    - Database
    - Teacher and Student Packets
    - Updating Web Site
- Concert Dates Discussion
  - MS/HS CHORUS – 11/19 REH
  - MS/HS DANCE – 1/16 Palladium
  - MS/HS BAND – 1/21 Mahaffey
  - EL/MS/HS ORCHESTRA – 2/8 Mahaffey
  - ELEMENTARY – 2/22 Mahaffey
  - JAZZ/GUITAR – 4/9 Largo Cultural Center
- General Planning

Motion to Adjourn

- D. Suarez, 2<sup>nd</sup> K. LaRose
- Motion PASSES

*Have a great rest of your summer!!!*