

Ocean Shore
PTO Executive Board Meeting
Tuesday, July 28, 2020 • 6:30 - 9:40 PM
Via Zoom Video Conference Due to COVID-19 Shelter Order

[Link: Ocean Shore PTO 2020-21 Budget presentation, Jessica Ellison, version 7/28/20 \(pre meeting\)](#)

[Link: Proposed 2020-21 OSS PTO Budget, version 7/28/20 \(pre meeting\)](#)

[Link: Cristin's PROPOSAL FOR COMPREHENSIVE K-2 MUSIC CURRICULUM, version 7/28/20 \(pre meeting\)](#)

In attendance: **PTO board members:** Michele Tuman, Patricia Balmas, Virginia Clements, Cristin Fong, Jessica Ellison, Stephanie Saylor, Jenny Abellana, Gina Smith, Amanda Sandberg, Ana Brenner, Jonelle Chase (Dohrmann), **Staff:** Jeanne Bellinger (Principal), Jennifer Mitchell, Lily Escobedo, Michelle Zuromski, Patty McNally, Virginia Szczepaniak, Rebecca Howarth, Natalie Abinante

Excused: Krissy Zimmer

Goals of the meeting:

- Discuss fundraising in these unprecedented times
- Examine and Balance the budget (the proposed is \$8k over budget¹)

Action Items and discussions that came from this meeting:

Tasks:

- Plan for Sheila's celebrations: Put thought into honoring Sheila (Now: Informal happy hour with staff? Later: Schoolwide, maybe during Ocean's 411, virtual hall student high fives?)
- Fundraising:
 - Coffee fundraiser: Delivery options? (Jenny will talk to Coffee donors. Jennifer M. and Beccy H. volunteered to help with delivery in their areas.)
 - Pass it on: Keep an ear out for creative fundraising ideas and send them to Gina/Jenny
- Can talk at the next board meeting about how to facilitate and implement the idea Michele suggested of a DL ombud type program which would include multiple 'ombuds' trying to help engage and stay in touch with various families, i.e. one volunteer takes 5-7 families to make sure they're supported and also takes that responsibility off the teachers' plate. (Privacy issues and class sizes TBD).
- Planning for the Art Program:

¹ We were not over extended in the final budget. Budget reductions (mainly in PE) accommodated the \$8k added this year.

- Can we use a kiln at clay creations (instead of buying a new kiln for the art room)?
- Art program needs a lot of parent support - need to think about how to make that program successful in digital environment
- Think about potential Art therapy activities to tie into SES curriculum and keep some physical art going.

Deliverables:

- Communications Survey: Virginia Clements to send communication survey to Jeanne, Jean will follow up with Julie
- Meg Lamont is ready to come on board as a free resource and Virginia C. will give Jeanne Meg's info. ([Meg Lamont](#) (incoming 4th grade parent) is associated with Stanford Online school and is willing to be a distance learning mentor and advise on Zoom control, different learners, and being a confident teacher.)

Discussions and ongoing:

- Questions/concerns regarding next year can be emailed to Jeanne and she will bring to the PSD principal's meeting on your behalf
- Distance learning enhancements can come out of "curriculum enhancement" e.g. subscriptions, equipment facilities to accommodate new social distance in school and at home (Item U.2 under 'Treasurer's Report' below)
- Discussion of desire to have a social worker onsite and be part of the OSS community who could help kids make friends over zoom, transition to and from DL, etc. Would it be possible to put funds in order now to be used after Seva's departure? Unanimous agreement that a social worker would be a positive addition but high confidence that this would not be possible to fund or allowed by the district. Natalie reported that the district has applied for grants to support mental health and social emotional well being. She agrees that the district won't agree to another position but is confident that they are looking at how to support SES for staff and students.
 - Cristin suggested that maybe we can find funds for speakers or professional development to support staff carrying out SEL in the classrooms

Upcoming Important Dates:

- Next Board Meeting: Tuesday, August 11, 2020

Budget Meeting

I. Welcome and Introductions

Michele

A. Board Introductions and Updates

1. Michele's mindset and inspiration for this year :

"If we want our children to experience the world as fully as possible -- unfortunately with all its pain, and thankfully with all its joy -- our goal will have to be *resilience*. Resilience is the capacity to rise above difficult circumstances, the trait that allows us to exist in this less-than-perfect world while moving forward with optimism and confidence even in the midst of adversity." From the book, *Building Resilience in Children and Teens*

2. Michele advised that Patricia Balmas agreed to act as a Co-President since she is not acting as Treasurer this year. Patricia logged off the Zoom call while the request was discussed. The President position was not a contested position this year, and Michele requested Patricia be appointed to the position. A motion was made to appoint Patricia Balmas as Co-President, seconded, and passed.

II. Principal's Report

Jeanne

A. Update from the first PSD Principals' meeting 7/27/2020

1. Waiting on numbers from district survey regarding family choice for distance learning or continuum from the district before plans for the year can be solidified
2. Jeanne now has a district email address and is open for emails. She is meeting two times a week with other principals, and can bring concerns and comments to those meetings

B. Staffing Update

1. Sheila's retiring

- a) Point of discussion: How and when to honor her in a socially distanced way.
 - (1) Now: Informal happy hour with staff
 - (2) Later: Schoolwide, maybe during Ocean's 411, virtual hall student high fives?
- b) How her departure impacts Oceans411: it will take time for her to transition out and she's happy to stay and help with the transition

2. Staffing decisions contingent on results of district survey and individual teacher decisions

C. Communications/Roster Survey for parents

1. Status unclear, Virginia C. will send to Jeanne

III. Fundraising

Jenny/Gina

A. Discussed the feasibility of pausing fundraising efforts this year

B. Strategies to fit distance learning and social distancing paradigm

1. Discussed the disconnect caused by last year's abrupt leave from school. This year's focus will shift to engagement and learning with focus on community cohesion and fun.
2. Communications:
 - a) Outreach will need to be creative

- b) Fundraising and language will be reframed to be sensitive to family and business struggles with optimism and enthusiasm
 - c) Fundraising communication should be separate from general OSS communications
 - (1) Recruit more parents?
- C. Campaigns
1. Shifting: Our biggest historically successful fundraisers to online e.g. Read-a-Thon (October), Family Donations (August), See's Candies (November), Silent Auction
 2. Suspending: In-person campaigns e.g. FogFest, Bingo, Bowling, Adult Socials, Parking Raffle
 3. Pending: Based on SIP - e.g. Spring Tea Party (March), Giving Week (April), Open House Dinner Meal (Food Trucks, etc) (May)
 4. Continuing:
 - a) Coffee fundraiser: Paused. Unclear for how long, maybe until spring. Delivery options discussed.
 - b) BoxTops: Download the BoxTops app and scan your receipts or cut pink BoxTops from packages and send them to school in a baggie (later).
 - c) AmazonSmile: \$ to school for purchases made by individuals
 - d) Shoparoo: Download Shoparoo app, shop for any product at any store, snap a pic of the receipt. Earn money for school.
 - e) Oceana Market: Sign up for a loyalty card and 2.5% of purchases are donated to the school. Stop by the store to ask for the forms to sign up.
 - f) Spiritwear: New ideas coming! Need to identify new coordinator (Jenny will handle until new volunteer obtained)
 - g) Flamingo Flocking: 7th/8th grade taking over in lieu of popcorn sales
 - h) Dine Out/Take Out: Panda Express and Round Table Pizza (Monthly Aug - Dec)
 - i) Corporate Matching: Big push to have families enlist companies to match family donations
- D. New ideas: Need our hivemind to compile ideas with community in mind, see what other schools are doing, send brainstormers to Gina, noting there are no bad ideas
1. Virtual Run/Walk/Bike (September): Same as a fun run or 5K, but virtual. Students collect sponsors per mile or a flat donation and then the physical activity is completed on their own. Gets kids moving and it's a familiar concept.
 2. Volunteer-a-Thon: Students collect sponsors, but this time it's for every hour of community service (picking up trash at the beach, delivering meals - only safely distanced activities)
 3. Scavenger Hunt: Pacifica area scavenger hunt focusing on local history, beach/ocean life, wildlife, cool murals, etc. Students pay \$10 or so to participate. Make it accessible to many age groups to allow Pacifica kids of all ages to get involved.
 4. Silent Auction / UnGala (January): Attendees celebrate being at home in PJs instead of decked out in formal attire and bid
 5. Paint/Crafting/Jewelry Making: Not revolutionary, but works well online. Could be

- an ongoing, once a month (or so) thing. Maybe a few of our talented parents could volunteer their time/talent and lead the sessions.
6. Virtual Movie Night: Host a movie night using Netflix Party and ask people to donate the price of a movie ticket. We could host around 50 people in the same chat room
 7. Fortnite/Minecraft Game Night (February): Host a tournament or organized gaming groups, entry fee for players. Fun, social event.
 8. Cookbook: Shelter in place recipes from local families compiled in cookbook (Winter Bazaar/ donate to PRC)
 9. Social Media Takeover: Take over the social media accounts of a company for a day and solicit donations. Way to reach outside our immediate community.

IV. Treasurer's Report [draft budget distributed]

Jessica

- A. Budget Highlights: Working to maintain primarily the same funding levels as prior years with minor adjustments due to Distance Learning. 2020-21 goal: High level of transparency and organization with PTO finances.
 1. Primary proposed changes:
 - a) Budget for Seva as VP
 - b) Increase in budget for music via DL
- B. Overhead Expenses
 1. Insurance and Taxes realistic number for this year (Patricia can help with taxes)
 2. Fees for back taxes coming out of rainy day funds
- C. Principal's Account: No comments or changes
- D. Donations and Held in Advance: No comments or changes
- E. (New) Vice Principal Stipend: Agreement with district to pay \$15,000 to support Seva as VP for one year. As part of the agreement OSS will not have an onsite counselor (considered partially redundant with Seva's role)
- F. Classroom Supplies: \$1000-\$1250 per classroom, slight overall budget increase to include the band classroom (moved from its own budget from 2019-20 budget)
 1. Teacher names may shift slightly (Ally is replacing Juli)
 2. Leave budget as-is in classrooms for now and adjust as year proceeds. Same as 2019-20, added Band/Mr. Gower
- G. K-2 Music
 1. Music Teacher Stipend: Proposal previously circulated. Proposed increase to \$6,000 (from prior year \$5,000) for Cristin Fong to create Distance Learning music program for K-2 (Thank you for the awesome proposal, Cristin. Everyone is excited about the new program).
 2. Supplies for music program (new), pursuant to Cristin's proposal: \$500 (e.g. Shakers, Rhythm sticks, Movement scarves, Music pouch, additional future supplies)
- H. Science
 1. Science Teacher Stipend: \$4,500 (Sandy)
 2. Science Supplies: \$1,700 Budget was increased last year due to change in

- curriculum. Leave for this year to maybe fund home kits for DL.
- I. Technology Teacher Stipend: \$3,000 (Natalie)
 - J. Technology technology Supplies \$1,000 - sounds like budget will be needed to replace chargers etc.
 - K. Oceans411: Planning stipend \$3,000. No changes to budget with hopes that we get to use it. Traditionally we apply for the grant at the beginning of the school year, Jennifer and Michelle Z. to discuss.
 - L. Psychomotor Supplies \$250: Include new mats (TBD)
 - M. Art Supplies: Remaining in budget at \$4,000 until there is more information
 1. The higher budget included a plan for a new kiln. However, it is on hold for several reasons e.g. art program uncertainty (including district curriculum plans or if artroom is a 6th grade classroom), kiln storage room situation, etc. Community partnership with clay creations was suggested.
 2. Art curriculum supplies next year: District supporting art in the curriculum expected to be unlikely. Virginia S. suggested working art into the SES learning curriculum to align with the district's focus on SEL. Think in terms of art therapy and activities we can push out for kids to reconnect or stay connected and art supply bags for school and home.
 - N. PE Teacher Stipend: We halved the proposed budget to \$7500 because of delay in on site PE, and because we prepaid \$5,000 for support for this year from last year's budget. (This pre-payment was mistakenly made at the end of last year in the midst of the Covid-19 issues.)
 - O. PE Supplies: Eliminated the budget of \$500 for this year. Playground equipment budget can be used if unexpected needs arise.
 - P. Alternative Service Stipends \$20,000. Waiting to get more input from teachers about their projected individual needs and what district will allow before changing the alternative service budget (might take some time to figure out).
 - Q. Field Trips & Distance Learning Programs Field trips: \$45,350 Field trips are still considered a pivotal part of our program and at this point hard to estimate. Experiential learning can be robust virtually and DL Field Trips are expected to cost more this year than last year. PTO still commits to support that part of our program if and when and however it can happen.
 1. Yosemite has been cancelled for 2020-21 year (\$7,800), hold for spring or alternative
 - R. Assemblies and other social events: \$3,000 No proposed change at this time due to limited information about possible programs.
 - S. Family Engagement: \$1,000 It will be particularly important to engage families this year. No proposed change at this time due to limited information about what will be needed.
 - T. Playground Equipment: \$800 (Even though potential use of this budget is unclear, keeping the budget to cover PE supplies budget reduction).
 - U. Committees: No changes proposed

1. Safety Committee: Nothing planned thus far but good to keep in budget at this point for masks or emergencies
 2. Diversity Leadership Group (DLG): \$250
 3. EAT Committee: Committed to moving forward. No budget additions at this time but in future going to need funds or donations for greenhouse repairs and maybe a water capture system.
- V. Other items of note outside primary budget
1. \$7,500 grant to develop a digital art lab
 2. \$20,000 available for PTO grants for Classroom, Distance Learning and School Enhancement. Applications will be reviewed and approved by committee (3 teachers, Principal, PTO member, 2 parents, treasurer)
 3. Library, Winter Bazaar, Yearbook, and Environmental & Landscaping are “self-funded”
- W. Closing comments Michele
1. Well done and thank you to Jessica
- X. Upcoming Important Dates:
1. Next Board Meeting: Tuesday, August 11, 2020

Mission Statement

OSS’s collaborative learning community of teachers, parents, students and staff form a working partnership to enrich the educational experience for the children. Because of this partnership, the school is able to provide an experiential learning process that is enhanced by cross-aged interaction, field trips, project-based learning, and community involvement. Each child’s individual potential is maximized to foster a positive self-image, life-long love of learning, and strong critical thinking skills.

Vision Statement

Ocean Shore School students grow to be caring people who embrace diversity and are environmentally and socially responsible. They are curious and enthusiastic learners who develop strong academic and life skills. OSS students are critical, independent thinkers who are engaged members of society.