

**Ocean Shore**  
**PTO Executive Board Meeting**  
Tuesday, August 11, 2020 • 7:00 - 9:00 PM  
Via Zoom Video Conference Due to COVID-19 Shelter Order

[Link: Proposed 2020-21 OSS PTO Budget - Updated 8-9-20 \(pre-meeting\)](#)

[Link: Proposed OSS Fundraising Calendar 2020-21 \(pre-meeting\)](#)

In attendance: PTO board members: Michele Tuman, Patricia Balmas, Virginia Clements, Cristin Fong, Jessica Ellison, Stephanie Saylor, Jenny Abellana, Gina Smith, Carnley Nee, Krissy Zimmer, Tanya Guido Update August 2020 (pre-meeting), Amanda Sandberg, Ana Brenner, Jonelle Chase (Dohrmann), Staff: Jeanne Bellinger (Principal), Natalie Abinante

*Excused: --*

Goals of the meeting:

- Discuss updated plans for the school year and classes OSS.
- Discuss PTO related issues regarding involvement in district DL, with emphasis on maintaining connections to OSS students as well as making new connections with students across PSD in class with OSS students and supporting DL teachers, volunteerism, fundraising and budget.
- Vote to approve proposed 2020-21 Budget

Action Items and Developing Discussions:

Tasks:

- 8/11/20
  - Art:
    - Digital Art Program:
      - Green screen: Cristin reported that Meghan Mckenna is selling a green screen for about \$200. Natalie determined that one is probably more high end than our needs and budget. Exploring donation options or finding one in our price range. Does Meghan have more items from her business liquidation that might help?
        - On hold until there is a proposal in place.
      - Is Gretchin still planning on taking on the role of digital art coordinator?
    - (Ongoing from 7/28/20) Planning for the Art Program:
      - 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.

- PE: Jeanne will request a proposal from John (PE).
- Band: Jeanne will see what she can find out about Band for DL 6th graders since band is a mandatory OSS elective for grade and band teachers can vary between schools.
- Sheila's retirement:
  - Is Sheila the only one retiring? Can we do a thank you on the webpage? Any photos need to be sent to Natalie.
  - (Ongoing) 7/28/20: 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?)
- School supplies for students in need: PTO will let teachers/ombuds know that the PTO will get bags together (likely by pooling excess resources)

#### Deliverables:

- 8/11/20
  - Board pictures: Pictures usually up on the parent board over family folders will instead be posted on OSS PTO website. Please send one selfie wearing a mask and one without in the next couple weeks to Natalie: [webmaster@osspto.org](mailto:webmaster@osspto.org).
  - Communication with Homeschool families can go through PTO but not through Synergy schoolwide email (because those families will no longer be in the system). Can we send out the communications survey now before they get cut off? If so, Jeanne can send out the survey to all. Virginia will revise the communications and get to Jeanne ASAP.
  - Coordinate the opening packet, Virginia will edit the current draft and pass onto to Michele
  - Krissy will set up a Sign Up Genius survey for DL Parent Rep and Supplemental DL Ombud. (Wait to reach out to Faith about jobs available and wait to find out what else we might need).
  - Put a paperwork collections box near OSS front door

#### Discussions and ongoing:

- 8/11/20
  - PE: John is interested in doing DL. His stipend for this year will be based on hours with the kids. Prepwork will be on his own time. PTO requests a proposal from him for budgetary reasons and so teachers can determine how much of his time is needed (vs. go noodle or similar).
  - Hotspots: OSS has been allotted 30. Natalie said if students need them they're going to get them. However a clear need is mandatory, e.g. student has no wifi, or wifi provider imposes caps, etc. Requests for hotspots for various areas of a students home or garden in addition to wifi access they already have will not be prioritized.
- (On going from 7/28/20) 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
- (On going from 7/28/20) DL ombud type role:
  - 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).
  - 8/11/20: Could current parent reps could take on roles as supplemental ombuds can help funnel volunteer info to fill out their currently reduced role?

Upcoming Important Dates:

- **Next Board Meeting: Tuesday, September 8, 2020**
- **PTO General Meetings: Thursday, September 17, 2020, Thursday January 2, 2021, Thursday, May 20, 2021**

## Board Meeting

### I. Welcome and Check-In

Michele/Patricia

- A. Minutes from the PTO meeting on 7/28/20 approved.

### II. Principal's Report

Jeanne

#### A. Update: School Start/Logistics

1. Jeanne was hoping to have more information to share but still waiting for direction from the district. Jeanne is grateful for our most amazing staff and confident we will figure it out.

#### B. Student Numbers - Distance Learning

1. OSS will have 420 students, 82 in full distance learning, 7 in the homeschool program
  - a) K-3rd: Do not have enough students for 2 full classes each so Jeanne is looking into combined classes for the younger grades.
  - b) 4-5: less impacted and remaining split (28 per class)
  - c) 6th: Katy will have that 6 class
  - d) 7 and 8: Probably going remain similarly split as usual

#### C. Staffing Changes

1. K-3 staffing is affected by the full DL numbers. Jeanne is hoping the district will approve splitting classes in the lower grades thus negating any potential reassignment of OSS staff to other schools.
2. At least 2 teachers are predicted to be switching grades to accommodate class sizes.

#### D. Social Emotional Support

1. The first 2 weeks of school will revolve around SES e.g. getting to know one and other, lessons around distance learning, etc.

#### E. Back to School Night

#### F. Middle School Electives

1. Band: OSS 6th grade band is a mandatory elective. Will band be offered in both models or just continuum?. Scheduling DL classes composed of students from different schools might be too challenging. If Band isn't possible, what happens with the elective mandate? Answers require more research.
2. Other middle school electives: Start date might be in a couple of weeks. Can schools share electives across the district? Can't explore until staffing is sorted.
3. Yearbook: Tanya is happy to offer this elective virtually which will also allow more kids in the class. Meg Lamont can give copies of virtual yearbooks (Virginia C) but Tanya might have signed up for the year with a local printer.

### III. Presidents' Report

Michele/Patricia

#### A. Meeting with Superintendent/Principals/PTO presidents:

After attending this meeting, Michele is optimistic that there will be a way for the OSS PTO to support our OSS teachers and learners while in full year PSD DL. PSD PTOs will have a more collaborative nature and help bridge gaps and make new connections. Discussions will continue at the next meeting ....September 9th.

1. 580 students in the district are doing full year distance learning.
  2. 'Distance learning playbook' (both online and hard copy) is being circulated for our teachers.
  3. Continuing discussions
    - a) Funding for DL classroom supplies: Pro rata contribution requests or donations through PEF to DL classes? OSS in good financial spot compared to some other PTOs.
    - b) DL principal allocations: Teachers will report to their home school principals, but principals will do their school's students' IEPs. Which principal handles discipline issues between students from two schools will have to be figured out. DL families will continue to be supported by their home principal.
  4. What kinds of DL asks are projected?
    - a) Cameras and the like are predicted needs. Funding TBD, PEF? PSD? For a time, needs will be addressed individually as they arise.
    - b) Online learning subscriptions: trying to streamline what teachers will be using to prevent overload from so many sources etc.
  5. Cross PTO coordination is being explored to aid connections and participation in multiple schools events and activities outside the classroom. Possible opportunities for multi school classmates and parents to connect outside their own school's PTO, i.e. attend events previously offered only to a particular school.
  6. Exploring options for a DL Ombud type liaison to report back to the various PTOs.
  7. How does fundraising proceed after Covid19's financial impact? We believe we can still raise money even in unfortunate circumstances. Direct donations are expected to decrease. Include alumni in donation request net. Students in Full DL will be affiliated with more PTOs. PEF is expected to become part of the conversation and might have money set aside for DL.
- B. General Meeting Schedule
1. Thursday, September 17, 2020: Traditionally the first general PTO meeting is around the 20-28th.
  2. Thursday January 28, 2021: gives families time to adjust their schedules to being back from vacation.
  3. Thursday, May 20, 2021: June 11 is the last day of school so may 20 or may 27 was discussed. Previous years OSS would have Open House around the 27th so the 20th was decided.
- C. Website: Welcome Videos, etc.
1. A welcome video will be posted on the PTO website. Teachers will likely be recorded from various places around school since classrooms might not be ready, some still under construction from the flood.
  2. We will work to keep updated website information for fundraising, school information, district information, and review website periodically.
- D. Volunteerism/Hours
1. Volunteerism will continue to be a big part of OSS philosophy. Hours will not be mandatory and will be recorded as they are contributed with everyone doing what

they can. Goal is to reduce anxiety about hours commitment and at the same time honor families' continuing commitment.

2. Volunteerism is going to look different and parents can check with teachers or the PTO website to see where help is needed.
3. Some privacy issues might need to be worked out with the district concerning all the various learning sites. Virginia C. has some helpful ideas for paperwork streamlining etc. but will wait a couple weeks until district personnel have more bandwidth.
4. Alternative service ideas: Tutoring after hours.
5. DL 'ombud/rep' ideas: Current parent reps could take on roles as supplemental ombuds can help funnel volunteer info to fill out their currently reduced role.

#### IV. Teacher Report/Check-In

Natalie

- A. Teachers are excited to get going. Some teachers plan to be in their classrooms during online learning. Most are having fun with their bitmojis and practicing "finding joy." A current staff wellness theme is learning to find the joy in new sometimes frustrating situations such as figuring out the technology pieces of distance learning.
- B. Supply Lists: Teachers can post supply lists on [OSS pto website](#) after teaching assignments are known.
- C. Support Requests: No real info from the teachers because they are waiting for their teaching assignments. It's expected that there might be some requests coming in for tech and dongles and chargers and a printer will probably be needed. Parts from the computer lab can be redistributed as needed and then returned when needed back in the computer lab.
- D. Classroom Orientation/Welcome Plans
  1. Welcome back video on the PTO website and maybe a virtual welcome back assembly.

#### V. Treasurer's Report [\[draft budget distributed\]](#)

Jessica

- A. Budget - After consideration of edits and recognition that flexibility will be required during this school year as the impacts of Covid-19 continue, the draft, preliminary budget for 2020-21 was approved by the Board and teachers. Science, PE, and Alternative Service line items are still being discussed relative to the Covid-19 impact. The Board and teachers acknowledged that the draft budget may need to be modified to accommodate DL needs and changes as the year proceeds.
- B. Music Bags: Increased Expense Approval
  1. Students won't have all the materials they need on day 1 and they won't need them. Music may not start until September but Cristin might have music supplies ready for pick up before then.
- C. Autodraft
  1. Auto draft paperwork will be in the opening packet as usual and will include a box to check to either continue or cancel auto draft for previous program supporters. Voided checks are still necessary for new members.

- a) Paperwork return: OSS Door will be open and someone will be in the office. Can we put a box near the door? Checks should still go to the safe.
  - 2. Alternatives to donation by check: Paypal, Venmo, Square all have different tracking mechanisms and it can be hard for PTO accounting to match donations accurately to families as well as to determine what they were for. Jessica researching Cheddar up as an alternative.
- VI. Fundraising [[Proposed Fundraising Calendar handed out](#)] Jenny/Gina
- A. Spiritwear
    - 1. New ideas: Yoga pants, pjs “DL quarantine jam”s - including some cute clever OSS tag e.g. “OSS on the DL” etc. Jenny is open to ideas.
  - B. FUNdraising Plans
    - 1. Fundraising calendar to be emailed maybe with a passive fundraising checklist (as well as included in physical welcome packet to be collected with yellow emergency cards).
    - 2. Some dine out dates confirmed.
    - 3. Need a free platform for Readathon that can recreate FUNdraising board that would normally be in the main hall. Possibly RallyUp.
    - 4. Goodeggs no longer offers fundraising (they don’t have the staff). Can replace with [Farm Fresh To You](#) and customers don’t have to be new members for fundraiser eligibility.
    - 5. Amazon smile website sign up can be cumbersome without step by step instructions (maybe included in fundraising literature), easier now on phone app.
- VII. Closing comments/Action Items Michele/Patricia
- A. **Upcoming Important Dates:**
    - 1. **Next Board Meeting: Tuesday, September 8, 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.*