

Ocean Shore
PTO Executive Board Meeting
Tuesday, September 8, 2020 • 7:00 - 10:00 PM
Via Zoom Video Conference Due to COVID-19 Shelter Order

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, Amanda Sandberg, Ana Brenner, Jonelle Chase (Dohrmann), Staff: Jeanne Bellinger (Principal), Seva Steel (Vice Principal), Patty McNally, Natalie Abinante, Natasha Glasgo

Excused: --

Goals of the meeting:

- Discuss the impact of [California "Assembly Bill No. 5"](#) on OSS curriculum.
- Discuss proposed updates to OSS online fundraising systems to ones that can better support COVID-19 and distance learning requirements such as minimizing person to person contact (e.g. reduce drop off donations by check) and maximizing distant parent and donor engagement, as well as having more robust donation tracking functions. (Cheddar-Up vote postponed, Vote to adopt 99 Pledges for 2020-1 school year readathon approved)
- Discuss proposed changes to CPA (Certified Public Accountants) for PTO tax returns. (Vote to approve proposed treasury changes: opening a savings account and adding a budget line item for CPA both approved).
- (Cont.) 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.

Board Meeting

I. Welcome and Check-In

Michele/Patricia

- A. Minutes from the PTO meeting on 8/11/20 approved.

II. Principal's Report

Jeanne/Seva

A. Sean Nunan:

1. It was a sad week with the passing of Sean Nunan. He will be greatly missed and Jeanne and the staff want to make sure to celebrate his life in a meaningful and lasting way at Ocean Shore. Ideas will be formally discussed with the staff tomorrow. Given how moving the virtual 8th grade graduation was Jeanne is confident that a moving an appropriate tribute is possible even if we cannot be together physically. Additional ideas at present include a memorial in the garden or tree planting.

2. There is a [Go fund me to "Support for the Nunan Family"](#) during this incredibly difficult time.
- B. Back to School Nights (2)
1. There will be two Back to School Nights (B2SN) and they will be held on September 15th and 17th, 2020. This will allow teachers more time for discussion with this new DL teaching paradigm as well as hopefully enable more parents and guardians to attend B2SN if their children are in multiple classes.
 2. Full year DL should only attend if they have an OSS teacher. Jeanne and Seva will pop into individual class B2SNs but it will be Open House in the spring which will be whole school oriented.
- C. Alternative Service/Aides/Etc. - AB 5
1. [California "Assembly Bill No. 5"](#) has imposed hiring and compensation rules that directly oppose some OSS workarounds that have allowed the PTO to provide our kids some education that would not otherwise have been possible. For our intents and purposes, the bill essentially states that we cannot hire people for positions available through the District work (i.e., P.E., teachers, staff, aides).
 - a) Our curriculum enhancement support for science and P.E. are at issue in this regard. They are compensated differently than teachers hired by PSD and are paid by PTO funds. Since P.E. is a hired position in our district we cannot contract out. There are some very specific situations where it would be possible to hire a company for jobs in our district.
 - b) Other schools are having to work with this new constraint as well, but OSS is probably the most impacted because of our history of alternative service.
 - c) Seva was going to communicate with the impacted individuals regarding alternative service. Patricia will compile a list of aides. Michele reached out to PSD's Director, Human Resources, Alexis O'Flaherty and the Superintendent and tried to get some clarity.
 - d) PTO can't afford to fund full employee positions. Alternative service aide line items are being reallocated in the budget.
- D. Schedules/PE/District Updates
1. PE still doesn't have a teacher but has a long term sub. Offered a job to two people who didn't take it, interview process starting again. 6th distance learning PE is taught by a Vallemar teacher who had an open timeslot.
 2. 7-8 DL paperwork and missing/lost synergy info is causing a kerfuffle. Information is missing from other schools for our DL kids. OSS might have the info. Jeanne is going to see if Patricia (office) has any helpful information.
 3. OSS parents and teachers feel there is very little district guidance to DL parents and several stories for every question. Message being relayed.
 4. Yellow cards for FYDL will go to students' DL teacher's school rather than stay at OSS.

III. Teacher Report/Check-In

Patty et al.

- A. Patty expressed appreciation on behalf of herself and the other teachers for the OSS parents and all their support of their students at home. It has really helped the

teachers to keep the students learning. The teachers are all trying really hard and it's tough. All the teachers are "paddling as fast as they can" as is the Ocean Shore way and have really been put to the test this year. Everyone was hit hard by Sean's death. The teachers miss the kids (and miss each other too) and are so happy to see the kids on Zoom.

- B. Natalie: Lots of positive emails this week from parents to teachers. Community support was powerful especially on top of such a tragic loss. Thanks everyone. Also requests that in our discussions with other families that we take the opportunity to draw attention to tout the work of veteran teachers. There are huge challenges for our veteran teachers and they have spent hours and hours figuring out how to make everything work. They're non-tech natives and taking on a large chunk of things they've never attempted before (e.g. a second monitor for zoom, second doc camera with ipad, etc.). They've all said they will do it! That they'll need help, but they'll do it. No one has said no! (Amazing). They want to do best for the kids.
- C. Natasha: Sense of community of OSS is amazing even in DL. This is the first year that she already knew the kids from Zoom before she met them and was so excited to meet them in person at pick ups. Silver lining. Grateful.
- D. Michele thanks teachers for hard work, reminds us all to continue to emphasise positivity as parents' attitude informs kids' attitudes.

IV. Parent Representatives Report

TBD

A. Modification of Duties

- 1. Can Parent Reps modify duties to include Ombud roles? Yes.
 - a) Teachers need 'a tech shield' - maybe need to establish a communication hierarchy. Tech questions from parents are taking a lot of teachers' time away from prep and student learning.
- 2. Current questions: Do all the OSS kids get an ombud, i.e. FYDL or homeschool? Do non OSS teachers get the support? 5-10 kids in each grade from OSS. Maybe some parents from other schools get trained?
 - a) Virginia Clements is liaison for full year distance learning communication. fullyeardistancelearning@pacificasd.org

B. OMBUD Check In

- 1. Ombuds: Cristin would like to discuss, with Michele and Jeanne, expectations for ombuds. We don't have a training set up, or virtual field trip coordinator etc. Ombuds don't know what to do or what their roles are, especially the new ombuds. Cristin suggests a Zoom training session.

C. Family Feedback Parent Representatives Report

TBD

- 1. Getting communication lines open as soon as they can: talk about at back to school night and sharing contact spreadsheets and need to email ombud with communication opt in/out preferences. For people who don't respond, ask teachers to follow up with parents. Virginia can help with DL and homeschool since she's employed by the district. Maybe a link or something on OSS homepage with info and link to Virginia C's (fullyeardistancelearning@pacificasd.org) would be useful?

- a) School's might have to facilitate FYDL preferences in particular because the person who was in charge of the district website just left.
- 2. Virginia and Cristin- sent out email to teachers and to get ideas from teachers about what parents could help with etc.
- 3. Yearbook elective: Tanya wants to do a yearbook but she needs to work with ombuds so parents can send kids' pics... Natalie will bring up with teachers. 8th graders will get their own 1/6 of a page and can use old photos or create a memory board. It won't be traditional but will be made from whatever is received. Maybe ombuds can collect photos and then ombuds can share their google drive? Having multiple people (e.g. ombuds) uploading directly to TreeRing was discouraged.

V. Treasurer's Report

Jessica

A. Savings account

- 1. The PTO has a significant amount of money in the primary checking account. Jessica proposes that we leave what's budgeted for this year (approx) in the checking account and move the remainder into a savings account to give our money one more layer of security.
 - a) PTO used to have Vanguard accounts 2 treasurers ago. It took Debbie Kimbal 4 years to get that money transferred to the PTO checking account. Due to the turnaround of the board members. Because of 5 year commitments required by most investment accounts and the volunteer structure of PTO we haven't had a place to put the surplus besides a checking account.
- 2. Jessica proposes to keep the fund allocation and everything else as is but split up the money into checking and savings accounts for more protection. A traditional savings account is most prudent at this time due to constraints already mentioned, market volatility, etc.
- 3. The board voted unanimously to approve opening a savings account.

B. CPA Proposal [Link: CPA Engagement letter - OSS PTO.docx](#)

- 1. Patricia has been doing our taxes for many years and we will need someone to replace her as she is no longer treasurer. For our finances and also for future treasurers it is legally advantageous to have a professional review our account and help with taxes this year. Specifically, CPA services take some liability off of PTO and Jessica personally and provide extra security in the face of tax law changes that take many hours for a lay person treasurer to decipher.
- 2. Have gotten a couple of quotes. One is a much better deal (\$900 vs \$2000). Proposal looks reasonable and in line with industry expectation but Michele would like more background on the CPA before committing to that individual. We do however resolve at this time to put in a CPA line item in the budget for \$1k regardless of who we pick.
 - a) The board voted unanimously to adjust the budget to create a line item for \$1000 for CPA pending considering of this CPA.

C. Cheddar Up and 99 pledges Proposal

- 1. Presentation shared [Link: Fundraising Platforms Proposal 9-7-20.pdf \(pre-meeting\)](#)

- a) Cheddar Up offers many advantages over current fund collection mechanisms especially in terms of access and tracking and integration with our online storefronts (i.e. ASEP and Spiritwear). However after much discussion it became clear that more information was needed to determine if it actually makes sense to replace some (e.g. Weebly or Paypal) or all of those mechanisms (both from a financial and point of view and due to privacy, labor, and personnel considerations). A vote to adopt Cheddar Up was deferred until after further discussions with Natalie and Presidents, to discuss the reality of these changes.
- b) 99 Pledges for Readathon
 - (1) Changes to the majority of Readathon donation collection are necessary in DL. (Everything would remain the same in the classroom and hallways e.g. leaderboards). 99 pledges is designed to run fundraising for schools and teams so the platform is an easy transition from the traditional paper tracking. It's inexpensive: only credit card transaction fees. Tracking is easy: 99 pledges allows for an individual donation page per student that can be sent out electronically to friends and family or they can search for the child's name.
 - (2) Privacy and equity issues were discussed. This platform would work for the majority of students but not those who opted out of sharing personal information publicly. Can we enter their info in on the back end?
 - (a) Can we use a survey like Cristin had for the talent show that aimed to solve this same issue?
 - (b) 99 Pledges can be adjusted to remove individual student leaderboards and replace with class leaderboard aggregate data to preserve anonymity and include those who don't have access to computers.
 - (3) Request to find a way to include only reading minutes on the website and the board? Normally only reading minutes are shared publicly. Would like to be able to keep the donation amounts hidden from the kids and keep the focus about the reading and about families supporting kids reading. Readathon is typically the biggest fundraiser because it's fun and involves all the kids and not actually focused on the money.
 - (4) 2020-21 decision: 99 pledges hosting Readathon only and only under consideration for this school year at this point.
 - (a) The board voted unanimously to adopt 99 Pledges for the 2020-21 school year Readathon.

VI. Fundraising

Jenny/Gina

- A. Spiritwear
 - 1. Print on demand, no cost to us.
- B. FUNdraising Plans
 - 1. Read-a-Thon

- a) Theme for this year is essentially “Reading takes you places.” Graphics and communication in the works. Going to run the same as it always has: reading everyday for a certain amount of time. Prizes TBD: Kids need motivations and we’ll need to balance funds...
 - b) Prizes are a challenge this year: Experiences e.g. popsicle parties and on campus experiences were so popular. Maybe teachers will have some wacky fun ideas. Readathon prizes have always been primarily about personal experiences: teacher for a day, zoom lunch with Seva/Jeanne/Teacher?... Need to reach out to staff to see what they’re willing to give and how to be socially distant and still connected. More socially distant ideas: Online gaming with a teacher?
 - (1) Save the bike for later. Readathon incentives have always been more experiential and less monetary.
 - c) What about FYDL kids-- maybe Jeanne/Seva experiences if they don’t have OSS teachers?
 - d) Can we continue rewarding readers rather than donations? Equity aspect and Readathon is about rewarding reading.
2. Simple Pleasures Coffee Subscription fundraiser: Riad’s are on board anytime but there might be a more sensitive time to do it. Maybe later and after the Readathon. Don’t want to get in the way of the community Readathon creates.
3. Holiday/Winter Bazaar:
- a) Need to figure which month.
 - b) See’s fundraising opening up too. Might be nice to do a coffee and candy holiday shop. (For Winter Bazaar or more depending on funds).
 - c) Direct donation option welcome for those wanting to not buy stuff.
 - d) Week of giving for Winter Bazaar. Good for kids to learn that sometimes raising money isn’t about you...
 - e) Anonymous family matching? e.g. families might say they’ll match upto \$500 or \$1k or whatever. Maybe company matching too?

VII. Presidents’ Report

Michele/Patricia

A. General Meeting: Re- Schedule

- 1. The upcoming General PTO meeting is scheduled at the same time as B2SN and is rescheduled to October 22, 2020.

B. Website Updates

- 1. Updates to the “[OSS Happenings](#)” on the front page to honor Sean including the [go fund me link](#) and quote from his door, “The only person you are destined to become is the person you decide to be.”
- 2. Natalie reminds grown-ups to please be respectful of parental privacy concerns and rights of children who are not their own when they post pictures from school online (e.g. classroom pictures, Talent Show pictures etc).
- 3. PTO Packets
 - a) Not out with emergency cards, will go out with future pick ups or separate
- 4. Budget Changes

- a) Band costs: Inequity needs to be on the radar. Can either PEF or PTO chip in?
Michele/Patricia
- VIII. Closing comments/Action Items
- A. Thanks to everyone for staying for the extra long meeting.
- B. **Upcoming Important Dates:**
1. **Next Board Meeting: Tuesday, October 13, 2020**

Action Items and Developing Discussions:

Tasks:

- 9/8/20
 - Patricia will compile a list of potential programs in jeopardy due to AB 5 (e.g. science with Sandy).
 - Jeanne talking to 7-8 teachers regarding the previous 8th grade gathering. Ultimately, make a decision of the 8th grade funds.
 - Natalie will bring up yearbook options with teachers
- 8/11/20
 - Art:
 - Digital Art Program:
 - Discussions will begin once we get back in school.
 - (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.
 - Sheila's retirement:
 - (Ongoing) 7/28/20: Plan for a tribute page on the website for Sheila. Considerations of ways to honor Sheila

Deliverables:

- 9/8/20
 - None new
- 8/11/20
 - 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).

Discussions and ongoing:

- 9/8/20
 - Ombuds training and expectation: Cristin would like to convo Michele and Jeanne.
 - Creative compensation for aids (AB 5 and gifting compensation).
- 8/11/20
 - (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, October 13, 2020**
- PTO General Meetings: Thursday, September 17, 2020 is rescheduled to October 22, 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.