

Meeting Norms:

* Respect colleagues: sharing airtime, honoring commitments and being polite and respectful * Assume best intentions * Speak your truth * Arrive on Time * Stay Engaged * Support opinions with research and evidence * Maintain cell phones on silent mode * Maintain confidentiality *

Ocean Shore

PTO Executive Board Meeting

Tuesday, December 8, 2020 • 7:00 - 9:00 PM

MEETING VIA ZOOM - SEE BELOW

In attendance: PTO board members: Michele Tuman, Patricia Balmas, Virginia Clements, Cristin Fong, Stephanie Saylor, Jenny Abellana, Carnley Nee, Krissy Zimmer, Tanya Guido, Amanda Sandberg, Ana Brenner, Staff: Jeanne Bellinger (Principal), Seva Steel (Vice Principal) Natalie Abinante, Michelle Zuromski

Excused: Jonelle Chase, Gina Smith

- I. Welcome and Check-In Michele/Patricia
What a month. So much has happened since the last meeting. Co-Presidents kept welcome comments brief so we could move forward and finish on time.
- II. Minutes: Review and Approve Stephanie
 - A. Minutes from the PTO meeting on 11/10/20 approved. Vote to approve the minutes from the PTO meeting on 10/13/20 delayed.
- III. Teacher Report Michelle Z.
 - A. Thanks to PTO. Teachers and Staff appreciated food provided the week before Thanksgiving. It was such a hard week and they really appreciated the support.
 - B. Extra celebrations in honor of Patty during Winter Bazaar time: Jonathan is spearheading a virtual memorial/Winter Bazaar benefit celebration for OSS family to celebrate Patty. Two events: celebration of life for students and family, and the other will be for Winter Bazaar. Celebrations will be virtual, with stories and musical acts. It will be pre-recorded and released 12/17.
 - C. Natalie is collecting photos of Patty. FYI: sending them to Natalie is permission for her to use them in the video, so children can't be included unless they're your own.
 - D. Supplies inventory issue related to those items typically coming in at the beginning of year (e.g. copy paper). Michelle Z assumes there won't be too much sharing of supplies when everyone goes back, so not an urgent discussion. Paper is always in high demand, and more so this year.
- IV. Principal's Report Jeanne
 - A. Return to School Task Force
 1. Don't know when we're going back, obviously not January. The ambiguity is making it hard for progress (i.e. physical changes to OSS). RSP students will likely go back sooner than anyone else so their space and plan is easier to fathom, and plan for scale wise (PSD isn't providing on campus signage). It might be that certain students with special needs come back then, and some don't depending on

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their individual needs and what safety accommodations will have been made. Not too much more info than that.

2. At this point the official return estimate is at the very end of January if numbers stabilize. We have to get out of purple and then can start bringing smaller groups of kids back at safe distances with all of the precautions in place. A week after we get back from break we'll have an idea of the Covid curve and time planning.
 3. Virginia heard via classified staff meeting (not task force) Heather Olsen reiterate Jan 21 or Feb as the soonest, and said she doesn't want to make any calls about physical changes at this point. If we wanted to bring all the kids back there would have to be unanimous or near unanimous support for that and we're a very divided community.
- B. Patty: Future Plans to Honor
1. Natalie will meet again sometime this week, probably Thursday, to discuss again. Flyers can be made mid afternoon Friday and Jeanne can send it out.
- C. Staffing Updates
1. Union still hasn't signed an MOU so Natalie can't return until one has been signed.
 2. Marguerite and Sandy are co-teaching Patty's class until the end of the school year. The kids know both of them so it's a huge relief and provides stability both for kids and the rest of the staff.
- D. PE: John Lyons Seva/Patricia
1. We normally set aside money for K-5 PE support. In years past we hired John as a contractor and paid him \$175/day to be out on the field with students. This gave teachers some prep time. Since the District doesn't pay K-5 PE and we wanted to support teachers to give them some time, the PTO paid John. John had agreed to be a PE support para-professional, and Seva paid him \$5000 at the end of year last year during the shelter in place, which was in line with the district since the district was still paying their employees. The \$5,000 was a best guess, and turned out to be an overestimate. Teachers said they still wanted PE support and they said live teaching was still priority even virtually as John was another familiar face for the kids and it might also inspire them to be physically active. He is credentialed but as para has to follow non credentialed teacher rules. PE isn't mandatory this year, but teachers still feel it's a priority for kids' health and education.
 2. Budget considerations: Now with Assembly Bill No. 5, we're looking at salary for a 4h day and PERS member with benefits at our cost (about \$10,000 for 4 hrs / day for 5 months). So we need to reevaluate the value of a virtual PE teacher and respect John's need to plan.
 - a) We only have an estimated cost of \$10,400, calculated based on a similar person at that step on a similar salary scale.

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- b) Need a specific plan: Historical background provided. Back when Karen was principal we hired John and PTO was on the hook for more than was expected because his hours were not fine tuned in advance. John was paid through the District, and we had the agreement of a \$20,000 cap, but it ended up being \$10,000 more by the end. PTO was told if they didn't pay then that money would come out of site funds due to the way it was coded in billing through the District, and this was an expensive learning lesson. That's when we moved him to a contractor position; it kept the coding and budget clean. Now there's no time sheet so there is no coding issue. We need to check beforehand, because we don't get the bill until a month after he gets paid.
- c) Logistics: How is his time going to be split among teachers and classroom, and what is his capacity virtually? Also, because PE teacher is a District position, that position has to be offered to others in the community first for a period of time before we can offer it to John as a paraprofessional. The money would thus be reserved for a paraprofessional in this role, and we're assuming it will be for John Lyons.
 - (1) Assumptions: Teachers would divide PE time amongst themselves. There would be a different 'class' every week. Discussion was had that we just want to make sure we're not overlooking other great programs for the cost.
 - (a) So what is the curriculum? In the past it has been team games (that can't be virtual) and calisthenics (which are great for health, but not community). Question is would it be more engaging than go noodle? What about looking at class engagement in a community like 2nd grade? Concern expressed about Zoom fatigue?
 - (i) Michelle Z remarks: When we're live, it's such a blessing to have John on campus and to have that opportunity. Right now she's not sure her students would go, but maybe they would. They love John. She hasn't asked any other teachers, so she's only speaking for herself. She expects that if she asked staff, everyone would want John. Natalie remembers at the beginning of the year everyone wanted it. But haven't checked since then. She remembers him being cheaper than paying someone or some group (local biz not checked) to come in and do it. John is much cheaper.
 - (ii) Is he up for and prepared for the virtual entertainer teacher persona? Yes, he's been working with people and looking into it and prepping.
 - (b) We have money to accommodate, Michele suggested a proposed budget of \$11k for PE for this year subject to a conference with John to get

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more details, and perhaps he can put together some assemblies for the \$5k he was already paid.

(i) Motion to approve budgeting line item of 11k reserve pending more information from John: Vote did not pass.

E. Site Council Meeting

1. Everything is delayed: Talked about staffing, para, PE, reading intervention, Seva salary. Some funds usually spent on Dreambox, but won't have that this year because those funds are locked into staffing. People got paid out of site funds last year, and spending didn't stop when school shut down.
2. District hasn't told the Site Council how they're writing SPSA goals. They're tied to standardized test scores and schools didn't have them last year and they need guidance from the district.

F. OSS is going to dismantle the computer lab so we'll have space for something else. Chromebooks will be 1:1. This will free up the space in the library. People will start to brainstorm what to do with that space. Kids will still be able to have computer classes since they'll have chromebooks and can have class elsewhere.

a) Some teachers were thinking of a Makerspace, but there is a question of funding.

b) Digital art program option for that space

(1) Breakdown of the computer lab won't happen until the end of the year. David Bradley is in Israel and will return again to collect his stuff.

G. Jeanne thanked the PTO for the food and reiterated that she didn't know how teachers managed to get through the conferences or get through that week after Patty's death. Marguerite rearranged her life to help out, as did Sandy. Jeanne has so much gratitude.

V. Diversity Learning Group Report

Virginia

- A. Going through with MLK. Talking to Jonathan and Sophie about doing a montage of "This Little Light of Mine" with the kids to keep that special component.
- B. Talk of starting a book club with different topics around equality and social justice. It would start with just parents and later add kids.
- C. Making more of PTO website presence

VI. PSD Meeting Update

Carnley

- A. Started out with a sweet and moving tribute to Patty. Then moved on to teachers and parents voicing concerns with return to school plan, including lack of training, communication, etc. Teachers praised for their effort. A lot of people feel abandoned by the District for their lack of communication. Training for return to school planned 3rd or 4th week of January. Heather Olsen said she'd begin weekly communication. District is considering biweekly Covid testing for teachers. Hybrid model health and safety measures were also discussed. Discussed contract versus employee teachers, and talked about trying to hire more teachers as PSD employees

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instead of contractors. PSD budget will likely be in deficit but we still have 3% reserve. There is \$1 million in supplemental funding that needs to be spent by the end of the year, and more after. PSD thinking of ramping up custodians since cleaning is going to be such a huge deal. Can't say for sure we will or won't go back in January because we're a divided community in terms of what we want. Patricia and Michele have a meeting with superintendent tomorrow.

VII. Fundraising

Jenny/Gina

- A. Happy Birthday to Gina.
- B. Readathon: Working on final winners. Winners will be announced in a letter from Jeanne, and on the website after Winter Bazaar. Prizes to be distributed before holiday break.
- C. Move-a-Thon: Ongoing
 - 1. Over 100 participants signed up
 - 2. Dance class last Saturday: Coastside Dance School
- D. Spiritwear: New plan is to concentrate on one item offered at a time. Unexpectedly, "print on demand" had a 6-50 item quota and payment guarantee, and the whole point was not to have inventory. So maybe take one key item (thinking pj bottoms), and then change it up time to time.
 - 1. Other vendors might be a possibility but have trade-offs. Having more options might require pre-purchase and inventory which we were trying to avoid. Maybe the local biz we've done before might be willing to be more flexible than in the past. However, we might lose the variety (e.g. pjs) that we're looking for.
 - 2. Can we do preorder and then purchase? So not keeping inventory, but it will all come to school.
 - 3. Some other suggested vendors: Bonfire or Zazzle (used for talent show)
- E. Lower returns than previous years (not unexpected)
 - 1. See's Candies \$391 profit
 - 2. Simple Pleasures \$400 profit
 - 3. Dine Out is less than \$200 since August as expected in a stay at home situation.
- F. Winter Bazaar continues: giving week \$2200 as of yesterday.
- G. Future Events
 - 1. Spring- Paint night for adults and kids being considered but adding fundraising to the already high event cost would likely make ticket cost prohibitive for individuals.
 - 2. Silent auction would require paying for \$2,000 to \$3,000 for fees, so more thought going into that.

VIII. Presidents' Report

Michele/Patricia

- A. Treasurer Vacancy - Job Description and Posting
 - 1. Circulated new and old job description to the PTO board. Changes: Made expectations and responsibility and collaboration more clear in the new job

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description. Also added finance committee (e.g., Accounts Receivable and Auto Draft)

- a) PTO voted and approved the new job description so it could be publicly distributed.
- B. Family Donations: End of Year
 1. Family donations down significantly. Understandable with Covid's effect on family financial situations, but also perhaps in part due to distance paradigm.
 - a) Potential workarounds: Ombuds send end of year tax benefit reminder, put matching up on website, maybe good time for alumni fundraising. Patricia is getting auto draft activated in December.
- C. PTO Budget review: We went over budget spreadsheets: flexible budget, transparent and we all have access, donations, budget breakdown, line items, classrooms, PE, held in advance (which will be redistributed every time we vote and approve), teachers pages, curriculum enhancement, etc. For viewing ease, monthly totals are broken down by line item elsewhere and available.
 1. End of year budget sheet clean up notes: A couple of things had not been timely paid in before the Treasurer resigned, and now we have to pay more for Quickbooks as we lost our locked rate. Our insurance also lapsed, but was retroactively fixed. December should be updated and on track and live from July. Transitioning back is a struggle and work in progress. Please be patient; money is accounted for but there have been some surprises and budget sheets are still getting cleaned up and updated.
- D. Art-a-Thon Committee (March - Arts Educ. Month)
 1. Similar to Move-a-Thon: Free, district wide. Hoping to put together a committee and get Amy (the art coordinator) involved, as well as volunteers to help facilitate whatever coordination needed. Looking to put together an art installation of some sort at Sanchez Art Center.
- E. PTO Handbook Update (last version 2016)
 1. Current 2016 version is on the website. This version has been through Joe and Julie and needs to be updated. We need to address Alternative Service, and other updates. Patricia is going to put it in One Note, and so PTO can propose edits and then come together and collaborate. Plan is to have it updated by March.
- F. Curriculum Enhancement Deadline and Meeting
 1. The original idea was one deadline per trimester, and so one for the second trimester should work. March 5 is the end of the second trimester, so if we make the deadline February 26, 2021, we can do the meeting on March 5. Michele would like the committee to be more defined and on calendar, and would like to involve teachers, parents and some board members. Preferably a stable committee: Could be a 2 year commitment for committee sign on. Also she'd like to see the

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proposed curriculum enhancements before they're presented at that meeting. Last year, everyone sent them to Julie and then she circulated anonymous info.

2. Teacher Copy Paper Funding: The school district has an account with Office Depot. Costco \$37.99/case. Patcia Buddington orders paper and would know the best price. Motion was passed to reserve a \$500 Line item for copy paper.
- G. Natasha supply budget increase for 2020-21 school year: Motion passed to make the supply budget \$1250 for all K-1 teachers this school year.
- H. Yearbook: Tanya talked about getting Ombuds from each class to help out with the yearbook. Michele offered parent reps this year. Cristin and Virginia have been working on that and will pick it up again. Tanya is a PSD sub so she can have a yearbook Zoom meeting after she gets permission from the students' parents.

Upcoming Important Dates:

Next Board Meeting: Tuesday, January 12, 2021

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.