

## PTO Executive Board Meeting - Open Session

Tuesday, May 12, 2020 • 7:00-9:00 PM

Via Zoom Video Conference Due to COVID-19 Shelter Order

Attendance: Michele Tuman, Patricia Balmas, Krissy Zimmer, Tarra Knotts, Cristin Fong, Beccy Howarth, Marisa George, Jenny Abellana, Virginia Clements, Ana Brenner, Seva Steel, Jonelle Chase, Natalie Abinante,

Guests: Dr Heather Olsen, Johnny Davis

### I. Guest: Superintendent Report

Dr. Heather Olsen

- A. School start date will be August 19, 2020.
- B. Working on pandemic recovery plan.
  1. Not likely that all students will be at school all at the same times, but details are not worked out. Awaiting County health guidelines and working out logistics.
  2. Will most likely be dealing with COVID-19 for next 18 months.
  3. Trying to complete a plan that includes flexibility for changes in response to changing COVID-19 conditions that is sustainable, and that is student friendly.
  4. There will be a need to consider Ocean Shore program and how to continue features, but with consideration of health policies.
  5. There will be an online enrollment form coming soon for families to state plans for enrollment in the following year. This will help District figure logistics for next school year. It was noted that some families will not send kids to school for health concerns. District will be considering how to support learning for all.
  6. Distance Learning Survey will go out to families to acquire feedback to help with creating a plan for next school year.
  7. With the likelihood that all students will not be at school at one time, there will be a need for coordination on several levels. Dr. Olsen has plans to meet with the JUHSD Superintendent to consider needs for families with children in multiple districts.
  8. After school daycare programs are a particularly difficult logistic to consider.
- C. Jeanne Bellinger has been selected and approved as OSS Principal for the 2020-2021 school year. Jeanne was a 7/8th grade teacher and is familiar with and supportive of the OSS program.
- D. Flood reconstruction should be done by June for teachers to be able to enter classrooms, except portable classrooms. Working on having the portables replaced as soon as possible, but they need to be DSA (Department of State Architect) approved. Due to the emergency circumstances, they will be moved to the front of the line for DSA consideration, but it still takes time. Hoping for the

early part of the school year but it will most likely happen after the school year has started. Flexibility for those classrooms will need to continue for the beginning of the year (6th grade was using art room and RSP was using science room). It was discussed that replacing these damaged portables with new portables is necessary and cost effective despite the planned near-future construction of these classrooms to be added to the actual school building. The new portables will be up to date for school site construction codes, whereas the damaged ones are not; and the new portables can be moved to be used in another location in the district after classrooms are built and portables are not needed at OSS.

II. Guest: Johnny Davis

A. Salesforce grant.

1. Due to Johnny Davis' amount of community service, he was able to procure a \$7500 grant for whichever non-profit he chose with no restrictions for its use. He chose OSS.
2. Working on plans of how best to use the funds. Probably technology needs. Perhaps a studio with a green screen for students to use for broadcasting use. Other ideas to be considered.

B. PEF Update.

1. Recent Donation Drive goals were lowered considering financial insecurity for so many right now. Goal was lowered from \$60,000 to \$15,000, and they were able to exceed this goal to raise \$18,000.
2. Annual budget goal is \$150,000, but they only raised \$110,000 this year. However, they are able to make up the budget shortfall with reserves.
  - a) They have discussed the budget and will redirect \$25,000 from science to put toward empowering distance learning curriculum.
  - b) Also moving money from field trips (since most likely limited by COVID restrictions) to increasing music budget to account for potential increase in instrument repair.
3. Reimagining next year's fundraising given social distancing requirements. Plan to boost up annual membership drive for fundraising.
4. Noted need for recruiting for board members as the current board membership is low.

III. April minutes approved.

IV. Jobs Descriptions and Signup For Next Year.

A. Signup Genius to be used for job sign ups. Edits to page created by Krissy Zimmer - add webmaster and May 27 deadline to respond.

B. Jobs updates.

1. Work on reformatting PEF Liaison job description.
2. Considered creating a new description for a prospective parent coordinator job during the year as it develops with potential need for virtual tours and parent perspectives.

3. Survey coordinator may not be necessary. Will keep for next year and consider if it is useful to continue.
4. Literature Coordinator job had been suspended in past because we have support from library technician.

V. Teacher's Report

Beccy Howarth

- A. Teachers mostly had questions regarding the budget for next year. They were told that funds are okay for next year and there is still money for supplies left for this year. Patricia is working with teachers to update the information.
- B. Teacher appreciation parade tomorrow: PTO to provide to-go lunch boxes at end of parade.

VI. Principal's Report

Seva Steel

- A. Graduation: Still working with the 8th grade committee as COVID-19 restrictions have been changing.
- B. Ocean's 411: Committee has been meeting to make plans for distance learning activities. They will not be spending all of the money from the grant and so money will rollover for use next year.
- C. Forms.
  1. Information form that allows parents to send thoughts and considerations regarding their student was sent to families yesterday.
  2. Intent to return to school form coming soon.
- D. Parent website: Good to share to with families as it has platforms to continue with learning.
- E. Still trying to figure out end of the year logistics, including students coming to pick up items left in classrooms. Also working on details of logistics for the beginning of next year.
- F. Emergency fund money: Committee met regarding how to support OSS families in need with emergency fund created by Winter Bazaar money. It was decided to purchase store gift cards to give families who may have emergency financial needs.

- VII. Parent Rep/Ombud Check-in: Ask Ombuds to share if learning of any families struggling and perhaps in need of small emergency fund relief from Winter Bazaar emergency fund money.

VIII. Treasurer's Report

Patricia Balmas

A. Budget

1. So far, it appears that there is about \$40,000 that will not get used in this current budget and can be used for next year's budget. That will put us at approximately \$149,000, which is what we should need for next year.
2. Science and PE are getting paid out now since they are no longer occurring, but keeping small amount in the line item until the end of year in case there are needs.

B. Staff Appreciation

1. \$200 approved for banners for Staff Appreciation to be used in future years as well.
2. \$730 approved for food for teachers at end of parade.

C. 7th/8th grade

1. Will initiate discussion regarding Yosemite funding at next meeting.
2. 8th grader parents were refunded some Yosemite money that was returned because their trip was cut short by air quality restrictions.
3. What 8th graders raised for graduation activities is being spent on alternative activities. What does not get spent will rollover for future 8th grade classes.
4. 7th grade families will have missed fundraising opportunities of Spring popcorn sales, Math Fair meals, and end of year picnic. The following potential fundraisers will be considered in place of the missed traditional ones were proposed without expressed concern from the board.
  - a) Taking over coordinating the flocking
  - b) Food truck fundraiser
  - c) Beach and community clean-a-thon, perhaps in summer
  - d) Car Wash
  - e) Bake Sale
  - f) Mask Sale - face masks with OSS logo

IX. Fundraising

Jenny Abellana

- A. Online Auction: Decision was to keep items for auction next year, but discussed if beneficial to auction off bike and wine now. Left decision to a committee to look into.
- B. Items previously donated that will expire: There are only 3 items, but those museums are currently closed, so no way to get extensions yet. Jenny will work on this when museums respond.

X. President's Report

Michele Tuman

- A. New Principal: Jeanne Bellinger will be our new principal. She is invested in the OSS program, and generally in the community, and it will be great to have her back at OSS.
- B. Election: SignUp Genius changes were made, and it is ready. Plan to get it sent out tomorrow through Ombuds.
- C. General Meeting: Move date to June 4, 7-9pm. Looking at webinar style meeting to include appreciation of 8th grade parents.
- D. Elna Flynn: Tarra Knotts has completed write up and will share at PTO General Meeting.
- E. Roster: Virginia Clements will work with Seva on Google form for General Meeting and Paperwork Packets to try and be virtual.

Meeting Adjourned