

**Ocean Shore**  
**PTO Executive Board Meeting**  
 Tuesday, June 21, 2022 • 6:30-8:30 PM  
**MEETING VIA ZOOM**

**AGENDA**

<u>Time</u>	<u>Topic</u>	<u>Presenter</u>
6:30 - 6:45	Welcome and New Member Introductions	Tarra

First Name	Last name	Role
Brian	Wojtowicz	Treasurer
Christie	Robinson	3-5 rep
Cindy	Soremekun	Lower VP
Cristin	Fong	6-8 rep
Faith	Holle	K-2 rep
Gina	Smith	Upper VP
Jenny	Vega	Fundraising
Jessica	Ellison	Fundraising
Kendra	Vara	Treasurer
Lauren	Macedo	K-2 rep
Stacy	Lein	Secretary
Tanya	Guido	3-5 rep
Virginia	Clements	6-8 rep
Jeanne	Bellinger	Principal
Beccy	Howarth	tech coord/teacher
Lisa	Bolle	communications chair -co
Tristin	McNall	communications chair -co

6:45 - 6:50                      Minutes: Review and Approve - May                      Stacy

May minutes approved.

6:50 - 7:00                      Principal's Report                      Jeanne

2022-23 School Year Update: All classroom teachers are returning. We have lost our councilor and had two applicants but both declined offers due to low salaries. Sunset Ridge also doesn't have a counselor. Hopefully PSD can figure out how to recruit the right people at the right price point. Will have Daly City YSB and councilors. There will not be a new psychologist but this position is easy to contract out for. All the activities at the end of the school year went smoothly.

7:00 - 7:10                      Teacher Report                      Beccy

7:10 -7:20                      Presidents' Report                      Tarra

A. 2022- 2023 Jobs: These positions still need to be filled: Accounts Receivable, EAT coordinator, Evaluations Chair, Family Donations, Grant, Kitchen, Parent Resource, School Site Council (easy 3-4 meetings a year, money goes towards paraprofessionals).

B. Budget Meeting Plan: Potential date is August 15<sup>th</sup>

C. What we need to work on for summer:

- Identify ombud needs, methods to communicate with parents, the playground grand opening and middle school fundraising.
- Methods to communicate: Need PTO outboard notifications via text, maybe buying software. Privacy is a concern.
- Middle school fundraising: Need to motivate middle schoolers that fundraising is fun. Need someone who is passionate about bringing people in. Need an OSS records keeper and someone who wants to bring in speakers. We didn't have a Challenge Day for middle grades. Can we do it this year? A full-time counselor is needed before we have a Challenge Day. Challenge Day is a must but we need the after support to help process all of the emotions that come up. Challenge Day is transformational. A support system is in place as part of the program. It's a two-day experience.
- Parent Participation: Are we asking for the right amount of money from parents, are we asking for too many hours?
- Need a rainy-day fund committee.
- Would like a SDC voice on the PTO, how do we reach them?

D. ASEP Program: ASEP will start in the fall and on target to set up classes. Sign-ups will open up after Labor Day, classes start two weeks later. Maybe two long sessions (12 weeks) and two mini sessions. Looking for ideas! ASEP is not very popular for middle schoolers. PSD charges room fees which take away from what the teachers make. This year there was frustration about what teachers had to do to secure a classroom for their activity. PSD charges to use the space which limits what the teachers make. Other schools have made their PTO ASEP "sponsors" otherwise

they have to pay for a room fee. How do we do this? Vallemar has insurance through PTO Today to insure the program and not have to require the teachers to rent rooms or purchase their own insurance. We do have PTO Today Insurance so we don't need the teachers to carry it.

- E. Hours Reporting: Can we digitize hours reporting? Can we streamline this with an app? It's cumbersome for parents to report hours.
- F. Communications: Can we get an announcement board like SR and Vallemar? Where would we put it? It would be nice to communicate events with something more than a flyer. We were supposed to get one like all the schools but it was put on hold. We should get one as soon as it is requested. What could a substitute sign be? Vallemar PTO sends a weekly email with all flyers, events, links and it is all in one email. This takes pressure off of the Principal. Since we have Communications people can it happen? We will be sending out postcards tomorrow requesting people to opt-in for OSS communications. Parents will have to log in on their own to change settings. Usually go out with teacher letters but not this time.
- G. Art Coordinator: We have three people signed up for art coordinator but need to figure that out because we only need one. Can we figure out genres for each coordinator like photography, painting, drawing, Oceans 411 etc.? Can we separate out k-2 coordinator, 3-5 coordinator, etc.? Coordinators need to discuss this. They need to figure out how they will work together. What are their backgrounds and strengths.

7:20 - 8:00

Treasurer's Report

Kendra /Brian

[Proposed 2022-23 OSS PTO Budget 6-21-22.xlsx](#)

- A. Administrative: 8<sup>th</sup> grade spending this year included \$30,000 to cover graduation but we only spent \$18,000 and \$1,400 for playground equipment with \$100 reimbursement spent. Rolling over about \$60,000. None qualifying for curriculum enhancements, teachers just need to ask for it.
- B. "Classroom Enhancements": Should this be a new category separate from curriculum enhancements? Communications Rep should have a "How to Use PTO" training for the new teachers. Should we broaden the enhancement to include classroom needs like seating, furniture, etc.? This is open to anyone who is looking to enhance the curriculum for students. Could it be a parent or a teacher? For the first PTO meeting we should have breakout groups for committees you might want to join. Can we have first day of school kits for teachers instead of depending on parents to fulfill requests by teachers.? If PTO has all this money, can't they stock the classroom? Can we get makerspace carts. We have a lot of new teachers that don't know how to interface with the board. We need to help them learn about the PTO.
- C. Yosemite: PTO will pay for Yosemite trip instead of fundraising. Maybe add some mini-events for sandwich day or pizza day. A budget will need to be approved in August.
- D. Other Items: We need to purchase field trip packets. It's going to be over \$2-3,000 for the packets. Ayesha needs her own office so the PTO needs to go but we can keep the closet. Sutter Fort stuff is clean and organized. 80% is Katie's Big Day. Potential cost for budget, upright piano is out of tune and needs some maintenance. We did get a nice weighted keyboard and used it instead. Need to decide if we want to keep the piano or get rid of it.

7:50 - 8:10

Ombud/Parent Representatives Report

TBD

8:10 - 8:20

Fundraising

Jessica and Jenny

- A. Fog Fest Sept 24-25: Haven't done it for a few years. We need more information on how to get it started.
- B. Other Ideas: Carnival? Adult fundraiser party event? Pirates and mermaids for a theme? 80s night? Connect with social activities coordinator.
- C. Movie Night August 6: Beach Break Entertainment movie: Westside Story at Linda Mar Shopping (by beach break/recruit older kids and even alumni?!!! Classes of 2022-2023 "event"?) Under the Stars movie night, set-up take tickets, park cars, sit in car and watch movie, PG-13 movie West Side Story, looking for volunteers.

Monday, August 15<sup>th</sup> for budget meeting.

Meeting End at 8:36

***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.*