

Ocean Shore

PTO Executive Board Meeting

Tuesday, October 11, 2022 • 7:00 - 9:00 PM

MEETING VIA ZOOM - SEE BELOW

Join Zoom Meeting

<https://us06web.zoom.us/j/97777468177?pwd=OFNoemdYV0hPSURWWEIhTDRUbTBVZz09>

In Attendance - PTO Board Members: Tarra Knotts, Gina Smith, Cindy Soremekun, Kendra Vara, Brian Wojtowicz, Faith Holle, Tanya Guido, Jeanne Bellinger, Lisa Bolle, Christie Robinson, Cristin Fong, Lauren Macedo, Jenny Vega, Jessica Ellison, Virginia Clements, Stacy Lein.

Staff: Erika Patterson, Principal: Jeanne Bellinger

Open AGENDA

Topic	Presenter
I) Welcome and get-to-know-you	Tarra
Yosemite trip with 8 th graders was amazing and the teachers worked so hard. Playground equipment for teachers has been purchased with PTO money. Thanks to PTO for helping out with the equipment (from Eugenie and Ayesha).	
II) Guests Communication	Lisa/Tristin
A. OSS PTO Communications - Tristin posts on FB/Instagram, Lisa does Parent Square. Both will share for website to Al and Aaron. Send communications requests to comms@osspto.org . They will not make the flyers for you. Give them a timeline, how many posts, etc., including who will copy and post flyers. Is that a comms responsibility or flyer owner responsibility?	
B. Newsletter Frequency - This could be a hybrid with President report and all upcoming events needing volunteers, report on PTO happenings, report back on class projects. Newsletter should not duplicate what Jeanne is doing. We should ask for family feedback to make it a collective document. Reporting on school events might encourage excitement about fieldtrips. Decided a big newsletter a few times a year and Jeanne will do weekly reminders with the goal to take work off Ombud plates.	
III) Budget Meeting Minutes: Review and Approve	Stacy

- A. Discussion of how to follow through with action items from meeting minutes. Decided Secretary will highlight action items in minutes and notify the President of items to be added to next month's agenda.

September 13, 2022 meeting minutes were approved with a, 1st motion, 2nd made, all in favor yes.

IV) Treasurer Report

Kendra and Brian

- A. Family Donations - We've received \$26,388.42 in family donations to date. This is 30% of our fundraising goal for family donations
- B. PTO Grant Program - Teachers are using the PTO Grant Program. By the time the PTO receives the request we would like staff to know about it and "approve" it before we review and make the decision to distribute the funds. The district cut the funding for 7/8th grade health. PTO will be paying for a professional outside company to present to grades. District is paying for 5th grade health.

Funding Requests:

- \$2,750 for Health Connected – Instructional services for two 7th grade classes.
- \$107.25 for phonics and writing curriculum for kindergarten classes.
- \$175 for The Martian Classroom Edition books for 7/8th grade classes.

PTO Grant requests approved with a 1st motion, 2nd motion, all in favor yes.

V) Fundraising

Jessica/Jenny

- A. Fog Fest was a success! We earned \$368 in tips and will receive the rest of our funding in December after Fog Fest balances their books.
- B. Simple Pleasures Coffee is open for purchases until October 23, 2022.
- C. Golden Ticket Raffle earned \$590.
- D. Upcoming Dine Out Nights:
- a. Panda Express: October 10, November 14, December 19, January 23, February 27
 - b. Chipotle: January 16
 - c. Round Table: October 26 at Colma location, dine-in only.
- E. Discussion on if we should continue Dine Out Nights. A lot of work goes into promotion with so far little return. Will continue to see if more promotion brings larger returns.
- F. Upcoming Events: Read a thon, Reading Night this Thursday, Social Events Committee (has been formed), Winter Adult Night Out (Moose Lodge, Sat, February 11, 2023), Spring Tea

Action Item: Send Dine Out Night dates to website administrators to post to website. These dates need to be easy to find.

VI) Principal's Report

Jeanne

- A. Halloween POD Day and Rub Bridges went well!

- B. First Kindergarten tour is 11/30.
- C. Site Council goal on SPSA goals and funding
 - a. Highlights/Changes: Tutoring 3 days per week for 4th-8th
- D. Dates set for kindergarten tours (in person), start November 15th. Recruit a PTO member to help.
- E. Working with middle school teachers on a step-up day for 5th (looking at how OSS is different from IBL).
- F. Site Council meeting on 10/14 & 10/28 (school goals and budget).

VII) VP Updates

All

- A. Art
 - a. Guest Art Teachers - Will the guests need to complete Volunteer form and TB Test? Jeanne – With presenters they don't, presentation style-no but if the teachers are in the classroom than yes.
 - b. Art up in the halls.
- B. Ruby Bridges Walk to School Day - Nov 14 Walk from fire station to the school.
- C. Field Trips - Should Field Trip Protocols that 2nd Grade put together for parents be made available to all grades. Jeanne will review and share with staff. Can we send out volunteer forms to kinder parents in June for new parents?
- D. Read-a-thon - Big thanks to Jenny for pulling it together!
- E. Spirit Wear - Denise Winkowski, will set up table on Thursday to sell Spirit Wear. If anyone can help man the table reach out to Denise.
- F. Teacher Appreciation - Gina will be reaching out in next week or so to get them going

Action Item: Explore sending out volunteer materials to new kindergarten families in June.

VIII) Ombud Parent Reports

Cristin/Virginia

- A. Thinking about doing a scavenger hunt for middle grades to build community. Spring would be a good time and could be a jump into middle school events like 5-8th grade dance.

Action Item: We need to bring Challenge Day back and should be supported by PTO. Add to agenda for next month.

President's Report

- A. Handbook Review – Need to make changes to hours, job duties, review other items, and volunteer hour changes. Need volunteers to review the handbook.
- B. Parent square – The goal for Parent Square is if it is school wide communications ombuds should NOT need to communicate it.
- C. Follow up from PTO meeting – Tarra has sign-ups of families interested in parent groups.

- D. PTO Grant Committee - We have a form staff to complete. Process of approval includes receipt of email from staff, PTO board member reviews, chats with Jeanne and presents to board monthly for discussion and approval.
- E. What's up next?
 - a. Winter Bazaar
 - b. Oceans 411 cafe
- F. Funding – Can PTO have mechanism to pay small stipend to recordkeeper. Also, can we pay a stipend to teachers doing after school tutoring. Are there other “above and beyond” but DESPERATELY needed jobs – Tarra and Jeanne to talk offline.
- G. Other Duties - We need volunteers for yard duty and PTO Office Hours.

Action Item:

Need to recruit volunteers for review Handbook/Bylaws (PTO board only); yard duty (other parents); PTO Office Hours (PTO board only)

Action Item: Tarra and Jeanne to talk about stipend for needed jobs.

Meeting Adjourned: 9:15 PM

Upcoming Important Dates

Next Board Meeting: November 8, 2022.

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.

