

Ocean Shore School

PTO Executive Board Meeting

Monday, March 14, 2023 • 7:00 – 8:00 PM

MEETING VIA ZOOM - SEE BELOW

Join Zoom Meeting

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

In Attendance - PTO Board Members: Tarra Knotts, Cindy Soremekun, Kendra Vara, Brian Wojtowicz, Faith Holle, Tanya Guido, Christie Robinson, Cristin Fong, Lauren Macedo, Virginia Clements, Becky Howarth, Jessica Ellison, Stacy Lein, Gina Smith, Tristan McNall

Guests: Time Boe, Erika Torres, Meghan Parks

Teacher: Natasha Glasgo

Open AGENDA

Topic	Presenter
I) Welcome and get-to-know-you	Tarra
II) Guests Communication	
a. Erika Torres: Would like Spanish after school program, parent's night out event.	
III) February Meeting Minutes: Review and Approve	Stacy

VOTE: February 13, 2023 PTO Meeting Minutes approved by all.

Action Item Review:

- New fridge purchase delivery and installation has been completed.
- Car donation program is set-up and ready to receive donations. Message sent out via Parent Square.

Action Item: Apres Ski Party thank you notes need to be completed.

Action Item: Lifetouch photographer replacement. Admin need assistance from a parent located other school picture vendors.

Action Item: Need an Oceans 411 Spending Report.

- IV) Principal Updates Jeanne
- a. Challenge Day still needs 3-4 adult volunteers. It won't happen without volunteers.
 - b. Remind families that parents can't request teachers for upcoming school year, 23-24. Parents should inform current teachers of their needs to be successful and teachers will work together for the best classroom assignment.
- V) Teacher Updates Natasha/Beccy
- a. Due to the severe weather, the school lost power today, March 14.
 - b. The last rainstorm brought flooding to the staff room and psychologist office.
 - c. Mark's music performance was amazing.
 - d. Diversity Day generally went well for upper grades. The lower grades went great. [REDACTED]
 - e. The hallways are dirty. Nighttime custodian is on leave. The district is short of three custodians every night. The district has a contracted company on-call to clean, but we can't tell if they have been cleaning.
 - f. A teacher found animal pest droppings in their classroom.
 - g. Patty's Week is going on now. "Team Day" pod day is on Friday.
- VI) VP/ Ombud/Parent Rep Updates All
- a. Staff appreciation: In February, third grade families brought in Colombo's. Kindergarten is responsible for March and will be providing Red Eye Grill on Wednesday 3/29.
 - b. Snacks and drinks are stocked in the staff room for conference week.
 - c. "Get to Know You" Google form sent out to staff, compiling responses.
 - d. Ombud email this week will be all about volunteering.
 - e. Multicultural night may be moved to the end of April. Need to check with teachers and Jeanne about school events.
 - f. Kindergarten has a CuriOdyssey field trip planned.
 - g. First grade an Exploratorium field trip planned.
 - h. Second grade has no field trip scheduled for March.
 - i. Third grade will be having their overnight at Point Reyes.
 - j. Fourth/Fifth will be attending Point Reyes for two nights.
 - k. 6th/7th/8th: Have a popcorn booth, end of year picnic, and middle school dance plans—maybe April 14th. Cheddar Up to be set up for 8th grade sweatshirt sales.
 - l. Challenge Day is scheduled for March 23rd. They need 3 more adult volunteers.
 - m. Schoolwide: Patty Pod Day on March 17th.
 - n. Lessons Learned: Many overlapping big events happening this month. Classes need better communication about the calendar of events.
- VII) Treasurer Report Brian/Kendra
- a. Family Donations as if March 14th are \$46,139 (58% of planned).
 - b. They are in connection with a CPA to complete 2022 taxes.

- c. Bank Update: Discussing options for account diversification to make sure funds are secure.
- d. Field Trip expenses as of March 14th are \$16,960 (35% of budgeted).
- e. PTO Grant Program balance is \$4236.
- f. We need to remind families about company matching and encourage them to continue to ask their employer about this potential benefit if it is not already in place.

VIII) Fundraising

Jessica

- a. Car donation program is set-up and running.
- b. Tupperware party now through April 17th.
- c. Plum Print Books fundraiser is going on now.
- d. Opportunity for Penny Wars but need parent volunteers help to make happen. Need a parent to pick up bins, count the money regularly using Coinstar. Meghan Parks and Brian W. volunteered to help.
- e. Need ideas of where to find money to replace expiring Oceans 411 grant. Beach Clean-up athon, some sort of "athon." Use Cheddar Up to collect donations.
- f. Can we create signs/banners for the fence that promote corporate donations? Turn this into an Earth Day clean-up athon. Look at Kendra's graph for Oceans 411 chart. We need to raise 5-7,000 strictly for Oceans 411. Can we use Penny Wars money? Make that the theme for the fundraiser. Beccy:

Action Item: Need to recruit parent volunteers for Penny Wars.

Action Item: Tarra and Beccy will reach out to find method of fundraising for Oceans 411.

IX) President's Report

Tarra

- a. Need to check to see if Green House is standing after the many storms.
- b. Kinder Buddies—Shivani Ganguly has offered to help get this program revitalized.
- c. Legacy Knowledge—Microsoft 365 is a good warehouse for those with osspto.org accounts but we need another virtual location/box/server/etc.
- d. District Board Meeting Update...
- e. Homecoming/OSS Anniversary Party—We need a committee and Jennifer Mitchell is willing to lead it.
- f. Open House is May 25th.
- g. May 16th is the last PTO General Meeting
 - i. How can we celebrate outgoing families
 - ii. Election/job signups need to be out around April 24th: Gina began a discussion on if we are doing the right jobs for what the PTO needs. Do we need different leads, focuses, etc? We do need to highlight job descriptions, all duties, and make sure they are followed. Faith will be

sending out job descriptions for those to review. A jam board will be set up to brainstorm about what kind of help the PTO needs from its volunteers.

- h. Lisa will set up next movie night, might be a SEPAC movie night too.
- i. Middle school dance possibility: Maybe April 14th but we have to have staff on site. Teachers would have to volunteer to be chaperones. Dance would require 6-8 teachers.
- j. Handbook/job descriptions—Faith/Tarra working on this coming weekend.
 - i. Need feedback on job roles by April meeting
 - ii. Also need best practices document for Cheddar Up
- k. Can we plan on meeting a week after school, we'll meet 3 times to help transition from current roles to new ones.
- l. Elyna Flynn: Need a parent to learn the ropes. This is a role that includes working with teachers, District Office, other PTOs to coordinate the volunteer appreciation of the event.

Action Item: Recruit a parent volunteer for Elyna Flynn foundation.

Action Item: All need to review their job duties and responsibilities and provide input.

Action Item: Need a volunteer to research cloud storage options separate from Office 365.

Meeting Adjourned: 8:37 PM

Upcoming Important Dates

Exec Board Meeting is April 11th, 2023.

Ocean Shore Open House is May 25th.

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.