

Ocean Shore School

PTO Executive Board Meeting

Tuesday, April 11, 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: Cindy Soremekun, Brian Wojtowicz, Tristan McNall, Stacy Lein, Tarra Knotts, Faith Holle, Cristin Fong, Jenny Vega, Virginia Clements, Beccy Howarth, Kendra Vera, Christie Robinson, Tanya Guido.

Guests: Jeanne Bellinger, Principal

Teacher: Ally Maxwell, 2nd Grade

Open AGENDA

Topic	Presenter
I) Welcome and get-to-know-you	Tarra
a. The PTO would like to thank Tim Bolle for representing OSS at the April Pacifica School District meeting for speaking about the need for additional personnel and the cleanliness of campus.	
b. Movie night the last Friday of the month, April 28.	
II) Guests Communication	
a. None.	
III) March Meeting Minutes: Review and Approve	Stacy

VOTE: March 14th Meeting Minutes approved by all.

Action Item Review:

- Recruit a parent volunteer for Elyna Flynn foundation.
 - Done. Parents and teachers have been selected.
- All need to review their job duties and responsibilities and provide input.
 - A separate meeting will take place on April 18 to review and discuss job description changes.
- Need a volunteer to research cloud storage options separate from Office 365.
 - In Progress.

- Need to recruit parent volunteers for Penny Wars.
 - There will not be Penny Wars this year.
- Tarra and Beccy will reach out to find method of fundraising for Oceans 411.
 - In Progress.
- Apres Ski Party thank you notes. Tarra to work with Jenny.
 - In Progress.
- Need a parent to research a Lifetouch photographer replacement.

- IV) PTO Job Holders Faith
- a. Took edits from responders and put in a single document.
 - b. Kitchen Monitor roll is needed. They keep things clean, put away food materials, clean up after lunch, which keeps rodent problem down.
 - c. Should corporate donations and family donations roles be merged together?
 - d. Faith will make best guess at changes based on what has been received and then send out documents for final review by Exec Board.
 - e. Will meet on April 18th for a special meeting to review proposed changes.
 - f. Faith will pull changes together and merge into one document.
- V) Fundraising Jenny/Jessica
- a. There will not be Penny Wars this year due to lack of time between CAASP testing and Oceans 411 two weeklong celebration.
 - b. Jenny will begin planning for a big fundraiser in the Fall for next school year.
- VI) Teacher Updates Ally
- a. none
- VII) VP/ Ombud/Parent Rep Updates All
- a. Cindy: April staff appreciation lunch, a taco bar, is sponsored by 2nd grade.
 - b. May staff appreciation will be hosted by 1st grade
 - c. Gina is compiling “staff getting to know your responses” For Teacher Appreciation Week.
 - d. Cindy created a survey for Field Trip Coordinators to better understand challenges and identify support they need.
 - e. Art kiln has been installed.
 - f. Virginia: Book Bingo event on April 26 to tie in with National Library Week and middle grade book sales. Request for \$100 to purchase gift cards and fund free popcorn or popsicles. No vote needed.
 - g. DLG is meeting tomorrow.
 - h. 8th grade is working on scheduling end of year events. Thanks to the PTO for funding 8th grade hoodies.

- i. Talent Show information to be pushed out via ombuds. Thursday is an info meeting to answer questions and for kids to sign up on paper. The deadline to sign up is Wednesday, April 18th.
 - j. Virginia suggested sharing Oceans 411 apparel link with incoming kinder families. Shirts could be held in the office for incoming families.
- VIII) Treasurer Report Brian/Kendra
- a. Tax Update: extension has been filed with accountant.

VOTE: Request to approve spending \$2,100 to file our taxes with an accountant. Cristin made the 1st motion, Jenny made the 2nd motion, all in favor, yes.

- b. \$4,000 anonymous Oceans 411 donation received in perpetuity.

- IX) Principal Updates Jeanne
- a. There is now a night janitor, contracted from an outside agency.
 - b. CAASPP testing starts on 4/24 and it's a two-week window for 3rd-8th grade.
 - c. Assemblies: EarthCapades 4/12, PBC week 4/17, Nudibranch is the honored animal
 - d. No staff updates, 4/5th grade position is open, RSP is open, there will only be one 6th grade class next year.
 - e. School safety: outside cameras are going in now for parking lot, perimeters of school and outside of front door. A message will be going out to parents about school safety.
- X) For the next meeting, they would like to talk about additional money to help facilitate processing volunteer paperwork. It could be a line item added to the fall budget going forward. Vote to approve stipend amount of up to \$1,000 to pay a PSD staff member for volunteer paperwork processing.

Vote to approve \$1,000 stipend for volunteer processing staff assistance. Cristin made the 1st motion, Cindy made 2nd motion, all in favor, yes.

- XI) President's Report Tarra
- a. Movie night on April 28th 5:50-7 (little kids, those with sensory needs) and 7:15-9:15 (older grades). Seeking volunteers to supervise.
 - b. They are seeking volunteers to attend Elyna Flynn volunteer event on Friday, May 12th. Cristin and Renee are awardees. Will be at Sharp Park golf course. Add a line-item next year of \$125 to pay for a teacher and PTO exec member to attend every year.

Vote to add a line item of \$125 next year to pay a PTO Exec Member and teacher to attend every year. Jenny made 1st motion, Kendra made 2nd motion, all in favor, yes.

- c. PTO General Meeting on May 18th—leaning towards online only meeting with a separate social event. They will do a quick acknowledgement to 8th grade families at Open House night.
 - i. Elections posted by 26th of April and run through the 17th of May.
 - ii. Bylaws seem okay
 - iii. Handbook review still needs to be done.
- d. For next year's budget
 - i. We don't have to fund K-2 music as district will receive state funding
 - ii. Do we want to look into paying for a volunteer hour recording app? Need to put an ask out to school for a parent to research a better way to record volunteer hours.
- e. Follow up with honoring 8th grade families at Open House. We need a volunteer to order an acknowledgment gift. Approximately 40 families.
- f. Looking for parent reps to find volunteers to pick-up and deliver treats during teacher & staff appreciation week.

Meeting Adjourned: 9:00 PM

Upcoming Important Dates

Exec Board Meeting is May 8th, 2023.

General Board Meeting is May 18th, 2023

Oceans Week is May 15-26.

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.