

Oak Knoll PTO
Minutes of the Regular PTO Executive Board
March 8, 2017
8:15 – 9:30 AM
Oak Knoll – Staff Room

2016-2017 Executive Board Officers:	
Janelle McCombs, President	Tamara Russel, Communications Chair
Christa West, Vice President	Kristen Gracia, Oak Knoll Principal
Stephanie Chen, Parliamentarian	Jonathan Coldoff, Guest Oak Knoll Assistant Principal
Lauren Heysse, Secretary	Trish Stella, Teacher Representative
Karen Dobbyn, Treasurer	Christa West, Co-MPAEF Representative
Renee Bache, Financial Secretary	Sherrie Feinstein, Auditor

Absent: None

Quorum present: Yes

I.	Call To Order	Janelle McCombs
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The meeting was called to order at 8:21am by President, Janelle McCombs.

Measure X has been passed!

II.	PTO Board Meeting Minutes – Approval	Lauren Heysse
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The February 8, 2017 PTO Board Meeting minutes were approved by board.

III.	Treasurer’s Report	Karen Dobbyn
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- PTO Membership – received two additional checks
- Outdoor Ed – T-shirts revenue received
- Balclutha deposit paid for next year
- Afterschool Basketball and Volleyball: Overall profit of \$5,000 (this year and last year) – TBD on how to fix this for next year
 - Reviewing how school will spend extra funds: Likely will purchase additional sports equipment for school (basketball hoop, soccer balls, soccer goals, jerseys, etc.)
- Field Trips Paid – various:
 - Tech Museum
 - Refund from bus not used and discount
 - Disney
 - Ugly Duckling Play
- To Research – music enrichment (Lion King and Aladdin): Where to put plays in budget
- Outside Programs (Touch of Earth, Jim Wittens, Blacksmith, etc.): \$5k
- Survey Monkey: To research if cancelled for next year
- Scholarships: \$280 to support Tinsley students to participate in art program
- Compassion Bracelets: \$1,680

IV.	Teachers’ Update	Trish Stella
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- Teachers very happy about Measure X passing

- Mentoring Program (new) – part of College Bound: Special mentoring program designed for our underserved students, kids stay every Tuesday until 4:30 to work one on one with a teacher
 - 26 students in College Bound program (Tinsley, parents did not attend college, free and reduced lunch, students of color, etc.)
 - Teachers paid for 1 hour to participate on volunteer basis
 - Arranged for district to have bus take students home at 4:30
 - Match students with teachers who are a good fit, not necessarily their grade level teacher
 - Not a homework review, help students be extra proficient, individualized, not a remediation, more of an enrichment, use focus areas to measure program
 - One part of the College Bound program
- T2 Report: Trimester ends March 17th
- Teachers who plan to retire at end of school year: Veneman, Sanchez, San Filippo
- Kindergarten enrollment for next year is low: Less than 80 vs. typical 120

V.	Oak Knoll Update	Kristen Gracia, Jonathan Coldoff
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- Aladdin Junior Play.: Teaser show at OK on March 22nd in the morning, upcoming full performances on March 23rd & 24th
- Teacher Administration: One on one teacher led meetings to review survey data, what they are most proud of, areas of growth, feedback for survey to modify for next year
 - Survey feedback – too long, improve format, everyone liked that the kids participated in the feedback
 - April 21st: Popsicles award for students due to OK having the highest participation (trying to get popsicle award earlier)
- Embracing our Difference Month
 - Guide Dogs Assembly: Huge hit, very well-received – Thurs, March 2nd– highlighted vision and hearing differences
 - Assembly with Deaf Dancer: Message is that music can be enjoyed by all people, how she enjoys her art with her hearing difference
 - Jenny Ryan and Nicole Scott – re-enforcing embracing our differences with puppet shows in primary classrooms, Grades 3-5 will have two lessons in which they discuss challenges that kids face who have hearing/vision difficulties
 - Assembly March 16th: Oscar and the Countless Costume Changes – play about school children dealing with gender differences
- Friends and Family Day:
 - To discuss what to do for next year – to have some intentional conversations, reevaluate
- Trimester Two: Teachers assessing students, report cards home March 27th
- Professional Day for Teachers: March 31st
 - Last professional day teachers focused on one student in their class, this time they will revisit student and reflects on successes
 - Digital Platform: Reducing online subscriptions \$25k for each of the math programs
- Kindness Challenge: Letters of kindness from Ms. Clancy’s class

VI.	District Update	Janelle McCombs
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- Service Awards: Nominations for each school and district

VII.	MPAEF Update	Christa West
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- Auction:
 - Event format: Less formal
 - Cost cutting: Discussing drink tickets to reduce bill
 - Online Auction: New that events will be online after the auction vs. before as we have done in the past
 - Silent auction at event only
- District Run: One-mile family fun run and a 5K with a new route
- Annual Parent Campaign: \$116K short of ACP goal (at 76%), as of March currently at \$3,333,400

VIII.	District Council / Parent Ed Updates	Christa West
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- Nominations for next year: Working on
- Parent Ed: Girls Leadership at OK & Speaker Series (Empowered Girls) at Hillview successful
- Upcoming Parent Speaker Series: "Beyond Measure" - Screening & Panel Discussion, 6:30pm, Hillview PAC
- Kinder Q&A: Saturday, May 6th 10am-11:30am on kinder playground

X.	Other PTO Updates	Janelle McCombs
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- Friends & Family: Please sign up to help
- Chair for Science Olympiad: Need a parent for this year, sending out to current 5th grade parents – hoping to get a volunteer and to pair them with a 4th grade parent

IX.	Nominating Committee Update	Stephanie Chen
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Proposed 2017-2018 Executive Board Officers (to be approved by General PTO Membership):

- Parliamentarian (auto-fill), Janelle McCombs
- President (auto-fill), Christa West
- Vice President, Jenny Buddin
- Treasurer (auto-fill), Renee Gorzynski Bache
- Financial Secretary, Caitlin Darke
- Auditor, Karen Dobbyn
- Communications, Katie Gardner (approved via email vote on 3/15/17)
- Secretary, Katherine Robinson

IIX.	Adjournment	Janelle McCombs
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President Janelle McCombs adjourned the meeting at 9:47a.m.

Respectfully submitted,
 Lauren Heysse, PTO Secretary
 Date approved: 4/19/2016