

Oak Knoll PTO

Minutes of the Regular PTO Executive Board

Oak Knoll Teachers' Staff Room

December 9, 2016

2015-2016 Executive Board Officers:	
Stephanie Chen, President	Kristen Gracia, Oak Knoll Principal
Janelle McCombs, Vice President	Leah Kessler, Oak Knoll Assistant Principal
Jill Wurster, Parliamentarian	Trish Stella, Teacher Representative
Jennifer Joffe, Secretary	Terry Thygesen, MPCSD Representative
Emily Record, Treasurer	Ashley Honerkamp, MPAEF Representative
Karen Dobbyn, Financial Secretary	Sherrie Feinstein, Auditor
Tamara Russel, Communications Chair	

Absent: Jennifer Joffe, Ashley Honerkamp

Quorum present: Yes

I. Call to Order - Stephanie Chen

The meeting was called to order at 8:18 a.m. by President, Stephanie Chen.

II. Superintendent Ghysels, Ahmad Sheikholenslami and Jeff Child presented to the board on the Districts Long Range Planning and how the upcoming sunset of the 2010 Measure C, Parcel Tax will impact the district and what the options for maintaining the current standards in the district are in light of the enrollment numbers continuing to grow, expenses rising and the desire to attract and retain teachers. The presentation reviewed the funding mechanism for the district, the status of the current parcel tax, enrollment projections for the district over the next 5-7 years and what can, and needs to be done to secure financial stability for the district now and in the future.

III. Approval of Minutes - Stephanie Chen

The regular PTO Board Meeting minutes of November 4, 2015 were approved as presented.

Motion: Stephanie Chen, Second: Emily Record

IV. MPAEF Update- On behalf of Ashley Honerkamp, Stephanie Chen shared the following:

The annual parent campaign raised \$3.3 million so far, with 78% participation. The MPAEF is still working to achieve the \$3.6M goal.

The Wine walk which benefitted MPAEF was a success.

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The plans for the annual auction are in process. The date for the auction will be April 30th at Holbrook Palmer Park. The theme is California Dreaming.

V. Treasurer's Report - Emily Record

Emily reviewed the budget and compared actual expenses compared to budgeted numbers. She noted that the Corporate Matching as part of the PTO Membership drive is starting to roll in and it looks like we are above the \$6K that was budgeted, but the numbers are still being tracked.

The Book Fair accounting is now complete, and the expenses fell within the allotted budget amount.

For PE, the Otter Mileage Tracker unit was purchased for \$995 and that will come out of the curriculum enrichment line item.

Noteworthy Art Expenses were a bit higher than budgeted and will be noted for future budgets.

VI. Teacher Update—Trish Stella

Trish reported that the school board meeting was held on Tuesday, December 8th in the evening. Numerous students attended and shared what they learned from Embracing our Differences Month. It was an amazing community event and the true spirit of our community and Oak Knoll shined through.

VII. Oak Knoll Update – Kristen Gracia & Leah Kessler

Kristen mentioned that Barb Snow was honored at the Board Meeting, and it was a truly amazing experience. With Barb's retirement, a few positions will be shuffled to account for her departure. Cathy Peterson will take over in Barb's position, and our school aide, Dorothy Lopez will move from the aide position to take over the vacant office role held by Cathy. A new instructional aide will be hired to fill the void left by Ms. Lopez.

Hour of Code happened at school and was facilitated by Johnathan Coldoff who embedded this into the individual classrooms. For interested students, coding will continue at lunchtime and offered as an after school course. Additionally, Jane Bennion is also working to embed coding into the library sessions.

Teachers college from NY was in town and worked with the upper grades (3-5) on Readers and Writers workshops. In January they will be back to work with the lower grades (K-2).

Outdoor Musical Instruments have been purchased and will be installed over the winter break. All instruments are ORFF based and should be a great experience for all interested students.

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School discipline has been a topic of interest lately, so insights and guiding principles of how we discipline at Oak Knoll will be shared with all families. The purpose is to highlight our programs and resources and reemphasize the philosophy of discipline at Oak Knoll.

VIII. District Council / Parent Education Updates – Janelle McCombs

December District Council Meeting solely focused on the need for a new Parcel Tax.

Mentioned the last Coffee Talk on December 8th and how great it was to hear from the reading specialists at Oak Knoll.

IX. Other Business – Stephanie Chen

Stephanie reminded everyone of Barb Snow's Retirement party on Monday, December 14th and encouraged everyone to attend.

X. Adjournment - Stephanie Chen

President Stephanie Chen adjourned the meeting at 9:55 a.m.

Respectfully submitted,

Janelle McCombs, PTO Vice President, for Jennifer Joffe, PTO Secretary

Date approved: January 13, 2016