

Oak Knoll PTO

Minutes of the Regular PTO Executive Board

Oak Knoll Teachers' Staff Room

October 14, 2015

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: Ashley Honerkamp

Quorum present: Yes

I. Call to Order - Stephanie Chen

The meeting was called to order at 8:22 a.m. by President, Stephanie Chen. Members made brief introductions to Terry Thygesen as she was unable to attend the last meeting.

II. Approval of Minutes - Jennifer Joffe

The regular PTO Board Meeting minutes of September 9, 2015 were approved as presented.

Motion: Stephanie Chen Second: Kristen Gracia

III. Treasurer's Report - Emily Record

Emily presented the Proposed PTO Budget vs. Actual September 2015.

Membership drive is completed.

Although not currently reflected in the actuals as money is still coming in, the revenue for the PTO membership Drive has exceeded the PTO Membership Goal of \$180,000. Currently at \$183,000.

Otterwear revenue came in at \$4,646.64, about \$500 less than last year, printing costs were up.

Kristen reminded everyone that Otterwear, The Fall picnic & Noteworthy Art are considered School Spirit events, not fundraisers.

Other budget notes:

Oak Knoll PTO

Minutes of the Regular PTO Executive Board

Oak Knoll Teachers' Staff Room

October 14, 2015

-Fall Picnic looks like will come in at \$500 loss or so. On target as there is a loss budgeted for the event in the PTO Budget.

-Monterey Aquarium & Balclutha field trips. Money is coming back in. These are pass-thru events where we front the money and then collect it.

-Basketball Registration has opened.

Overall everything is tracking on target.

IV. Joint Campaign Update – Stephanie Chen

PTO raised 102% of \$ goal with \$183,243 with 82% family participation.

This was a shorter campaign than prior years, and there were also approximately 30 less students this year. Big change this year was the grade-level (not class/teacher) strategy, and the membership team has already de-briefed on what worked, and what did not.

All grades were over 80% participation, with 2nd grade having the highest percentage.

V. MPAEF Update – Stephanie Chen for Ashley Honerkamp

Annual Campaign continues with approximately \$2 million currently raised, 48% participation. Campaign ends November 6th so continue to spread the word.

"Double Your Dollars" donation week was successful, MPAEF was able to unlock the match challenge.

Design Thinking Event took place and was a huge success. 100 parents and kids attended. Sponsored by the MPAEF.

Dine out for kids, last day is today.

Specialist spotlights, organized by Kristen as during school hours tours, will be happening.

VI. Oak Knoll Update - Kristen Gracia

Kristen reminded everyone there is no school this Friday, October 16th. Teachers use this time doing Professional Development surrounding the new math curriculum.

Specialist Showcase Overview:

Oak Knoll will be trying something new this year in showcasing the various specialists. Inspired by the kindergarten tours done for incoming parents OK will now be offering specialist tours. Sign-ups will be

Oak Knoll PTO

Minutes of the Regular PTO Executive Board

Oak Knoll Teachers' Staff Room

October 14, 2015

announced for various grades & times allowing small groups of parents to see our specialist in action with the children. These tours will take place during November and allow parents to learn more about curriculum and daily going-ons with a first-hand account.

Kristen and Leah have met 1:1 with each specialist and teacher at OK. Meetings with teachers were last week and allowed Administration to go thru each class list and receive feedback from teacher on overall classroom situation as well as each individual child. They try to do this 3 times a year. Kristen likes knowing how each child is doing, making sure no one falling thru the cracks.

The 1:1 time with the specialists was new this year. Also looking to get specialist on a the Communication Calendar, hear from a few specialist a month. Kristen also asked Tamara to add them to the Staff Highlights.

Conference Week:

This week is negotiated between the District & Teachers Union. Site Survey data showed people think conferences are too early. It was too late to move the conference week as already contracted so it was decided to give teachers freedom to conference later in the year if they wanted.

Site Plan:

Kristen will post online, goals have been set in every area. Goals are written around each section of the mission. All goals are measurable, aggressive and accompanied with action plans. Action plans are ever-changing as list grows and evolves.

Tying in with our theme of Connecting, and continuing PD for the Teachers, Madeleine Rogin, a fellow kindergarten teacher from the East Bay came to work with the OK Staff on embedding race & skin-color into the curriculum.

Teachers & Specialist are already implementing her teachings into the curriculum and connecting us as a school, more information on this in the newsletter.

Oak Knoll is now on Twitter @oakknollotters. Look for articles, news etc.

Field Days:

Communication teams are looking at field days. Do we need them at all grade levels? Great for 5th grade. Many celebratory events towards the end of the year. Teachers and parents will be providing feedback.

VII. Oak Knoll Update Part Two - Leah Kessler

Oak Knoll PTO

Minutes of the Regular PTO Executive Board

Oak Knoll Teachers' Staff Room

October 14, 2015

Susan Hogan, our EL teacher, did literacy event last spring on supporting reading resources, and will be doing it again before the book fair family night.

Fall Picnic was a great success, ran very smoothly, felt relaxed and was enjoyed by all.

Emergency plan is being submitted this week and a brief overview will be going in the next Otter Weekly.

All grade levels reached participation goals, over 80%...adding longer recess times next week There will be an additional something special for the 2nd grade.

VIII. Teacher Update - Trish Stella

Many teachers are conferencing now, and starting tutoring programs with kids who need extra help.

Equity meeting, guest speaker series. Madeleine Rogin, was 1st speaker in the series. Discussed not only race in classroom, but humans in general. Embrace change-makers, starting with something as simple as a book like The Lorax, by Dr Seuss. Her input was amazing and teachers really appreciated her visit.

Connectivity theme...classroom visits help with community feel and teachers really value and appreciate it

IX. District Update - Terry Thygesen

Terry reminded us District would not be what it is without our three parent volunteer organizations: PTO, MPAEF, Site Council.

PTO is lead organization advocating for school policy and funding issues both at the State and the District level. On the District level, our community may be evaluating a significant funding issue this coming spring if the Board votes to place a parcel tax measure on the ballot. There is an existing parcel tax that was originally passed in 2009 which will expire soon if it is not renewed by the voters. That tax was constructed with an expiration date. At the time, the enrollment projections indicated that enrollment would rise and then fall. However, the current forecast is that enrollment will not fall and will continue to increase. The Board has two parallel initiatives occurring this fall to analyze and take public input on the future needs of the District from both a program and a finance perspective, and both of these initiatives will influence their decision about whether, how much, and what to place before the voters this coming spring.

These two initiatives are:

1: Strategic Directions. Opportunity for us as a district to step back and reflect on where we are at and where we are headed. What are 5-10 year goals. This is a broad stroke –larger than just financials.

Oak Knoll PTO

Minutes of the Regular PTO Executive Board

Oak Knoll Teachers' Staff Room

October 14, 2015

Assistant Superintendent Erik Burmeister is leading the public input sessions on this in coordination with Superintendent Ghysels and will be reporting back to the Board on this later in the fall.

2: Long Range Financial Process. This happens thru regular Board meetings. Terry and Jeff Child are the Board members working with Superintendent Ghysels and CBOO Ahmad Sheikholeslami. They are updating demographics, enrollment forecasting, looking at property tax revenues. Working to understand what future revenues will be verses costs. Just to maintain status quo (ratios, specialists, services) what do we need to spend, what is revenue and what do we need for that parcel tax number to be.

Time to engage is now. Look for meetings this Winter as Board will need whether and what to put on the ballot.

Once a measure is on the ballot, Parent Organizations must take over, as the District is then legally limited in its actions.

Scott Hinshaw, Encinal/Hillview parent and former MPAEF co-president and former interim School Board member, has expressed interest in leading a campaign to advocate for this if someone from the Oak Knoll community can be identified to co-chair it with him

Terry talked about how she became involved in the District by co-chairing the initiative that resulted in the biggest parcel tax that we still have on the books in our District. She talked about how fun and rewarding it is to be involved in these campaigns and invited anyone who is interested to reach to her if they want to learn more.

X. District Council / Parent Education Updates – Janelle McCombs

Parent Ed workshops with Girls Leadership Institute kicks off this month.

Mindset online parent course is launching soon.

XI. Other Business – Stephanie Chen

Stephanie gave a sincere thank you to all the Board Members who were able to volunteer for Fall Family Picnic.

Otterwear has been distributed to classrooms this week for teachers to hand out.

Book Fair is next week, please volunteer, lots of slots to fill.

The General Meeting will take place on October 21st, so please show up and bring a friend. We will need quorum to approve the budget.

Oak Knoll PTO

Minutes of the Regular PTO Executive Board

Oak Knoll Teachers' Staff Room

October 14, 2015

Following the General Meeting will be the Strategic Directions Community Session in the library, so please go to that as well.

Tamara added the district websites are being revamped and will rollout January 3rd, 2016. New platform, new look & feel. Please send any suggestions for website to Tamara.

XII. Adjournment - Stephanie Chen

President Stephanie Chen adjourned the meeting at 9:40 a.m.

Respectfully submitted,

Jennifer Joffe, PTO Secretary

Date approved: 11/4/2015