

Oak Knoll PTO

Minutes of the Regular PTO Executive Board

Oak Knoll Teachers' Staff Room

April 13, 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: Ashley Honerkamp

Also present: Maurice Ghysels

Quorum present: Yes

I. Call to Order - Stephanie Chen

The meeting was called to order at 8:20 a.m. by President, Stephanie Chen.

II. Approval of Minutes – Jennifer Joffe

The regular PTO Board Meeting minutes of March 9, 2016 were approved as presented.

Motion: Stephanie Chen, Second: Janelle McCombs

III. Voting on 2016-17 PTO Board Members – Jill Wurster

Jill presented the candidates for next year's PTO Board with the Vice President officer as TBD. All current PTO Board Members not continuing on next year's board voted to approve.

After the meeting, an email was circulated with the full 2016-17 PTO Board Slate. All current PTO Board Members not continuing on next year's board voted to approve the complete slate. The slate is as follows:

2016-2017 Board:

President - Janelle McCombs

Vice President - Christa West

Oak Knoll PTO

Minutes of the Regular PTO Executive Board

Oak Knoll Teachers' Staff Room

April 13, 2016

Parliamentarian - Stephanie Chen

Treasurer - Karen Dobbyn

Financial Secretary - Renee Bache

Secretary - Lauren Heysse

Auditor - Sherrie Feinstein

Communications - Tamara Russel

IV. Treasurer's Report - Emily Record

Emily reviewed the budget and compared actual expenses to budgeted numbers. Everything is tracking as expected.

Still working to understand PTO copying charge from District, 5k. This should be cleared up soon.

We currently have a water credit, \$800

Balclutha is 7k under forecasted amount, but one more bus charge is coming in, 3.5k.

Science fare costs were under budget. Still waiting for the T-shirt expenses.

V. MPAEF Update- Stephanie Chen for Ashley Honerkamp

Reminder that Auction tickets are on sale. MPAEF Auction "The Wild Wild West," Saturday, April 30, 6:30-10:00pm, MacArthur Park. Raffle tickets will be on sale next week curbside. Online auction opens April 21st and will run thru April 28th.

Schoolhouse Rocks 5K and Community Fun Run is also on the horizon. Online Registration OPEN! May 22, 2016 at Oak Knoll Elementary.

VI. Teacher Update – Trish Stella

Continued thanks from staff. Nothing new at this time.

VII. Oak Knoll Update – Kristen Gracia

Busy time of year, lots to do & lots of planning. All good things

Survey results showed parents want a Parent Ed night 7-9pm optimal time. "Parenting in the Digital Age" will be the topic and take place May 16th. Looking to make this an annual night, topic will always be

Oak Knoll PTO

Minutes of the Regular PTO Executive Board

Oak Knoll Teachers' Staff Room

April 13, 2016

“Parenting in the Digital Age.” Presentation will have teachers, our Tech Coach, Mr. Coldoff, and moving forward parents from the community as well. Approach will be to share trends being noticed, Apps and games that are trending, and make recommendation to the parent community. Community agreements being the goal.

Tamara working on spreading the word. Babysitting available too.

“Wobble stools” have arrived!. Comfortable for kids who like to move, also helps them focus. There will be 5 in each classroom. May move to increase this number next year.

Missions Projects are underway! Great example of how we do things at Oak Knoll...most people do this as a home project. Changed to allow for space and time for kids to do the work, using the skill-set needed. Also creates equity with time & materials for all of the students.

This year some children built their missions on Minecraft, this had a really excellent outcome.

Gearing up for Smarter Balance testing. Leah is overseeing the SBAC. Students are practicing the process, we want kids to be familiar with the tools. Kristen and Leah will give students a pep talk about growth mindset. Support with grade level teaching as well.

Kristen wanted to give much credit to Hope Schied as she is doing such an amazing job with our PE program. PE structure has changed. By law have to provide certain amount of time. Formalizing it to ensure every kid gets those minutes. Leah has worked to change the master schedule, staff has been very supportive. Two classes go to PE, one teacher stays with Hope. Testing the system now ...trial so Master Schedule can be set accordingly come Fall.

Placement time of year. Parent input form will be coming soon. Incoming 3rd grade parents will get the opportunity to explore Multiage via tours if interested.. Dates are forthcoming.

Free Range Project is underway. Communicating directly with those families that have signed up.

VIII. District Update – Terry Thygesen & Maurice Ghysels

Shift to have site planning drive the District Planning.

A lot of uncertainty about the budgeting given the Parcel Tax Measure. So we have to plan for the funding we need, and also plan for operating 5 -6 million dollars less. Working to cover all scenarios.

- One option is asking parents give more. But this is probably not realistic.
- Could pay staff less. Staff compensation is the last place we want to look.
- 3rd option operate with fewer people (programs) 86% of the budget

Oak Knoll PTO

Minutes of the Regular PTO Executive Board

Oak Knoll Teachers' Staff Room

April 13, 2016

- 42 teaching positions.... Class size 22/23, to 31. This would be a million, then need to find the rest.

Financial situation is a very real concern for the district... enrollment is up and per pupil revenue is down over the last few years. Compared to neighboring districts we rank last.

Maurice emphasized that the District numbers have been shown to PHD programmers, numbers check out.

The impact from Parcel taxes not passing will be very real.

Maurice reiterated we are a future minded, innovative and entrepreneurial-we will keep going and succeeding. Aggressive strategic planning process is always underway. Core values, creativity, innovation, we stand on the platform for continued development.

He praised Kristen & Leah, stating their leadership is second to none.

Kristen echoed Maurice. Focus and alignment with the site plan is so important. Manifested strategic directions are entrenched into the plan creating accountability. Strategic directions are written to last 6 years.

2016-2022 Strategic Directions were handed out. Kristen mentioned a more in depth look at these is available online.

- **Teaching & Learning**
- **Talent**
- **Wellness**
- **Technology**
- **Vertical Experience**

<http://menlopark.schoolwires.net/cms/lib011/CA01902565/Centricity/Domain/254/SD.pdfh>

IV. District Council / Parent Education Updates – Janelle McCombs

Janelle asked PTO members who can attend to plan to come to the Kinder Q & A, Saturday, May 14th, 10 -12 pm.

X. Other Business – Stephanie Chen

None.

XI. Adjournment - Stephanie Chen

Oak Knoll PTO
Minutes of the Regular PTO Executive Board
Oak Knoll Teachers' Staff Room
April 13, 2016

President Stephanie Chen adjourned the meeting at 9:43 a.m.

Respectfully submitted,

Jennifer Joffe, PTO Secretary

Date approved: May 11th, 2016