

Oak Knoll PTO

Minutes of the Regular PTO Executive Board

Oak Knoll Teachers' Staff Room

September 9, 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: Terry Thygesen

Quorum present: Yes

I. Call to Order - Stephanie Chen

The meeting was called to order at 8:15 a.m. by President, Stephanie Chen. 2015-16 PTO Board Members made brief introductions.

II. Approval of Minutes - Jennifer Joffe

There were no PTO board meeting minutes to approve as votes on the June 1, 2015 minutes were collected by Page Curtain electronically.

III. Treasurer's Report - Emily Record

Emily distributed the most recent copy of the budget, which is also available on the OK website. Total operating budget is \$348,250.00.

Fall is one of the busiest times with PTO Membership drive, Otter Wear and Fall Family Picnic. Money is coming in daily, even some early bird registrations for the Fall Picnic.

Two After School Program scholarships were approved to date.

Kristen addressed OK's Field Trip Expenses. Kristen added that she has done an analysis of the field trip budget and finds we are all over the map on per teacher amounts allocated for field trips. Not urgent, but would like to develop a better system for allocating the funds, and providing a strong philosophy behind the system.

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IV. Joint Campaign Update – Stephanie Chen

PTO Campaign current total is \$68,045.00 which is 38% of our 180K goal and reflects 30% participation thus far. Teachers and staff are at an outstanding 100% participation. All donations are due by 9/30/15.

9/10 is the deadline for the "Oak Knoll Spirit Package" giveaway, winner will be announced 9/11. Some disappointment that this did not generate any real increase in early donations yet. Had hoped for a bigger push early on, but we are in-line with last year at this same time.

Was also suggested that a brief explanation be added to the newsletter regarding the Administration's decision to purchase school supplies, clarifying that those monies were allocated from the district budget and not an excess of PTO funds.

V. MPAEF Update – Ashley Honerkamp

Ashley noted MPAEF data comes in much slower and donations are often made later in the school year. We were reminded of the joint campaign tables, and the new family social on 9/16 which the Honerkamps will be hosting. We have around 40 new families.

Ashley went over the MPAEF's new look which includes new banners, signage, slogans and art work. All of the creative design and supplies were generously donated.

MPAEF Goal is to raise 4.2 million dollars of which the Foundation will be given 3.6 million. Also working to steer the community away from an 80% participation goal and towards 100%, as we would like to see everyone participating at some level.

VI. Oak Knoll Update - Kristen Gracia

Back to School Night was very successful and she was very proud of the Teachers and their communication with the parent population, especially surrounding the importance of the PTO and Foundation support. There was an issue of too many kids unattended on the playground and this needs to be looked at for next years BTSN.

Kristen announced that seat-belts will now be provided on every bus Oak Knoll uses for field trips.

Shade canopies will be installed this month for the K playground and the back of the K5 area. This is a direct result of the parent survey.

Kristen reviewed some key points from her presentation/slideshow at the Staff Meeting:

- Every student will understand what it means to be connected to their local and global community.

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- Every classroom teacher and Oak Knoll student will feel more familiar with Math Expressions and the demands of the Common Core math standards.
- Oak Knoll will be a great example of a K-5 school where all students are given choice, write everyday, and receive tailored instruction and support on the different genres of writing.
- Every classroom and family will spend time understanding what it means to have a growth mindset vs. a fixed.
- Every student and teacher will learn some Spanish.
- All teachers will have spent time on interest-based professional development and collaboration with like-minded colleagues.
- We will have had thoughtful discussions and adjusted our instruction to meet the needs of our target students, carefully examining the progress of our historically underperforming student groups.
- We will have spent the year fostering the LOVE of reading and we will understand why it is of the utmost importance to provide students a book of interest at their independent level, along with time to read every day.

Smarter Balanced Assessment data is back. Official results will be released 9/21/15. Kristen shared she set an 85% proficiency goal for OK and she is not disappointed by the results she has seen.

VII. Oak Knoll Update Part Two - Leah Kessler

Leah echoed Kristen's enthusiasm regarding the new streamlined communication.

Nicole Scott is running KNOL and doing great things with this year's theme of "Connected", as is Pam Cheek the world language teacher so look for many lessons in culture, language & connections. (Pam is also the Kinder intervention specialist.)

Leah also announced that local news anchor Frank Somerville will be coming to meet with the KNOL team!

Bike Safety is a top priority this year. Safe moves assembly coming soon w/ Pat Hines.

Author Visits have been lined up, not least of which is Julie Lythcott-Haims (How to Raise an Adult)

This year we are using a new company called Guru for our 3rd grade speech and debate program.

Lastly Leah shared how much the kids are loving our new PE Teacher Hope Scheid.

VIII. Teacher Update - Trish Stella

No update at this time as she was not expected to be able to attend the meeting. Added that there are no known issues or complaints.

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Stephanie thanked all of the Staff for wearing orange last week and showing such support and enthusiasm for the MPAEF/PTO push!

IX. District Update - Terry Thygesen

Terry was not present.

Kristen shared that we will be hearing more about Superintendent Ghysels and Assistant Superintendent Burmeister working with school principals on "Strategic Directions" through interactive working sessions.

Stephanie added that the 180 days for the Mandarin Charter School to appeal the decision has expired. They could come back and petition again but would have to begin the process from the very beginning.

X. District Council / Parent Education Updates – Janelle McCombs

Parent Coffee Talk schedule is set and kicks off 9/15.

Girls Leadership Institute Workshops will once again be using our facilities - Grades K/1, 2/3, and 4/5. This gives priority registration to OK families, prior to 9/14 you are guaranteed a spot.

Hillview Speaker Series is set and can be viewed on their website.

Echoed Leah's mention of book fair speaker Julie Lythcott-Haims (How to Raise an Adult)-10/20 9am.

Kristen shared that OK even received mention in the book in reference to our Free Range project last school year. Also the Parent Education Conference is currently TBD, on hold do to some transitions.

XI. Other Business – Stephanie Chen

Hot lunch volunteer issue is becoming very challenging. Lots of discussion surrounding lack of volunteers and what to do about it. Canceling the program, or reducing days is a very real possibility. For now Stephane and Kristen feel and email to all parents who use the program two or more days a week asking them to please volunteer is a good place to start. The email will be sent today, 9/9.

Stephanie asked people to please volunteer for the Fall Family Picnic in hopes of helping it run a little smoother than last year (more hands on deck), and wrap up on-time.

XII. Adjournment - Stephanie Chen

President Stephanie Chen adjourned the meeting at 9:35 a.m.

Respectfully submitted,

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Jennifer Joffe, PTO Secretary Date approved: 10/14/2015