

**Oak Grove School Parent Teacher Organization
Meeting Minutes – Wednesday, January 11, 2023**

1. Call to Order

- a. The meeting was called to order on Wednesday, January 11, 2023 at 6:32 pm CT in the Elementary Library at Oak Grove School. Participants included:

Zoom Participants

Sheetal Paliwal	Jeff Barry	Cathie DeMoon	Karin Pawlowski
Rachel Margelos	Saritha Sirivol	Becky Honaker	Ambika Mayer
Anna Linscheid	Rita Kassab	Manikandan Sivakumar	Ami Crawford
Sarah Ali	Aisha Ahmad	Sarwat Ahmad	Vanessa Senatore

In-Person Participants

Kate Byers	Beth Zender	Aayshah Mirza	Elisabeth Cobb
Elizabeth O'Neill	Haeli Byrnes	Jacki Lewis	Amy Peterson
Kate Robinson	Heather Bildsten	Raabia Khan Mohammed	Joni Kane
Donna Acciari	Niki Tucker	Daiva Deegan	Maryanne Korkut
Allison Sherman	Alexa Dunn		

2. Approval of Minutes

- a. Minutes from December 7, 2022 were reviewed. Minutes were approved as read.

3. Correspondence

- a. Mr. Jones, Mr. Frankowski and the OGS Concert & Symphonic Bands shared thanks for funds for new equipment.
- b. The PTO received holiday cards from Kona Ice of Arlington Heights, Reading Power and OGS fourth graders Sophia Mayer & Eviana Colin.
- c. Mrs. Keifer sent thanks for SEL books and Cookies for Kindness. She also had students write personalized thank you notes to all PTO executive board members and committee chairs.
- d. Mrs. Saia's class sent pic collage notes to share gratitude for assemblies, Treat Train, teacher dinners, teacher funds and more.

4. Report of Officers

- a. Presidents (Kate Byers & Beth Zender)
 - i. Lunch pantry usage continues to increase - 88 lunches distributed in December. Program's original intent was for emergency use and a rare Marla's mistake not a standby lunch option. Discussions on how to improve are ongoing.
 - ii. The BOE election is in April. During the past three elections, the PTO has held a candidate forum. Because the three open seats are uncontested, we are looking into holding a more informal event (i.e. Cookies with the Candidates). Details TBD.

- iii. Strategic Planning Committee is currently receiving survey results from staff and will have staff rank the top items. Parents will also have an opportunity to add ideas to the list. Update will be provided at the February meeting.
- iv. Field Day plans are still under consideration and stakeholders are being contacted to determine how to move forward.
- b. Vice President (Elizabeth O'Neill). Report from 12/13/22 BOE Meeting:
 - i. STEM update from Dan Henneberry. Full presentation is linked in the Dec. meeting agenda. Included updates on elementary offerings and Project Lead the Way.
 - ii. Architect's Report. Seal coating of canopies moved to spring. JH vestibule on track for winter break. Happ Builders awarded 2023 Summer building projects coming in at approximately \$2.2 million.
 - iii. Maintenance Report. Two evening custodians have been hired.
 - iv. Tech Report. Classrooms are trying new Camcor interactive displays/technology to possibly replace projectors. Streaming equipment arrived and may be ready for the January BOE meeting (worst case Feb.).
 - v. Calendar Planning. In past years, approximately 10% of students are absent on Eid. LHS takes Eid off and the DEI Committee is recommending that OGS does the same. Next month the admin will present calendar options with Eid as a non-attendance day.
 - vi. Portrait of a Graduate. PoG is an organization that works with school districts on visionary plans. Admin's proposal is linked in the Dec. meeting agenda. The cost is approximately \$37k - the district could allocate ESSER funds (one-time Covid relief funds) to cover the cost. The Board asked the admin to gather more information on PoG. It was proposed that the remainder of the ESSER funds be used as follows:
 - 1. \$56,400 for streaming BOE meetings.
 - 2. \$41,600 for teaching and learning.
 - vii. Tax Levy. The total estimated property taxes to be levied is \$17,180,030 which represents a 6.15% increase over the previous year. The tax levy resolutions were adopted by the Board in the regular meeting.
 - viii. SEDOL. OGS has a gentleman's agreement to secure a room rental in Mundelein for its early childhood program. Next steps will be to obtain a Board agreement to prioritize the Mundelein room rental and staffing.
 - ix. Student achievement. Data and other metrics were presented to the Board. Full presentation is linked in the Dec. meeting agenda. OGS received commendable designation - missing exemplary by less than 2 points. By 2033, all student groups must be 90 percent proficient in all areas. Some OGS groups would fall below that standard if their achievement stays the same or does not improve.
 - x. Public Comment. Several parents and one teacher expressed concerns over the following issues: toxic workplace culture, mental health of

teachers, teacher morale, resignations, the need to prioritize the retention of talent, desire to have the concerns brought forth at the Nov. meeting rectified, troubled implementation of restorative practices, TAB committee concerns.

- c. Treasurer (Haeli Byrnes)
 - i. Recent income from Marla's for December was \$2,386.75 and we received the spiritwear check for \$1,805. Winter Market income totaled ~\$1,075, \$110.70 from coffee sales, \$181 in take-n-go spiritwear and the remainder from the secret shopping village.
 - ii. Recent expenses include \$1,900 for BreakSk8 balance, \$600 for 3rd grade kindness shirts and \$244 for 3rd grade picture frames.
 - iii. Helping Hands provided \$1,200 to the school to fund holiday gift cards for 6 families and paid Marla's \$690 for hot lunches during the 1st session. If anyone would like to contribute to Helping Hands, a check to the PTO with "Helping Hands" on the memo line is the best option.
 - iv. Reaching the halfway point of the year, the PTO has been short on the following budgeted revenues: Family Fest (did not hold), online spiritwear and Winter Market. However, on track with Marla's and did well with pre-pack sales. As for expenditures, costs exceeded what was budgeted for Life Storage, PTO insurance and 3rd grade Kindness shirts & picture frames.
- d. Registrar (Aayshah Mirza)
 - i. No report.

5. Report of Administration

- a. Allison Sherman and Alexa Dunn will cover PTO meetings for the remainder of the year..
- b. (Allison Sherman) Admin is looking for a broad representation of OGS parents to assist with the principal interview process. Planned lunches with groups of 8th graders have been going well and have been an opportunity to hear what they love most about OGS (their teachers) and their concerns about entering high school. Families should keep an eye out for the 5essentials survey coming soon. This survey is given to teachers, students and parents. Each stakeholder group has a threshold to meet. Always looking for more participation. Some suggestions provided on how to remind parents to complete.
- c. (Alexa Dunn) 8th Grade Musical coming in February. STEM Update: original intent was to have across all grades; however, K, 2nd, 4th and 8th do not have Stem this year. Starting this week K, 2nd and 4th will have a STEM experience during Library. Alyssa Ostermann and Jina Rappaport will read a book and conduct follow-up activities. Next year, 8th grade will have a robotics course. Additionally, (thanks to an OGS parent contact), Dan Henneberry is working with a Space Force contact to provide a presentation to 6-8 grades.

6. Reports of Special Committees & Representatives

- a. PTO-Teacher Liaison (Becky Honaker)
 - i. Gratitude shared for the Treat Train and holiday parties.

- b. BSA Pack 194 Liaison (Donna Acciari)
 - i. Pack membership was just renewed - down from 61 scouts to 29 - most likely due to significant increase of membership dues. Always looking for new scouts - open to boys and girls K through 5th grade. Pinewood Derby scheduled for 1/21. Scouting for Food (to benefit Libertyville Township Pantry) scheduled for March.
- c. OGSEF Representative (Jeff Barry)
 - i. OGSEF will hold a 3-part mental health series starting 1/31 at 6:30pm with Simply Bee Counseling titled "Growing a Resilient Mind." The evening will be recorded except for the Q&A portion. OGSEF approved two \$1,000 scholarships for this year's OGS LHS graduates. Gala 2024 date will be selected soon.
- d. DEI Representative (Raabia Khan Mohammed)
 - i. DEI in collaboration with Administration will host the next Talk Tuesday parent session with Biz Lindsay-Ryan on 2/7 from 6-8pm.

7. Reports of Standing Committees

- a. Jr. High Book Fair (Beth Zender for Melissa Sallmann & Lynsey Wolfe). The Book Fair is scheduled for January 31-February 2. Mrs. Osterman is working with ELA teachers to schedule times. Anderson will send flyers to all 5th-8th teachers. Vouchers will be provided through Helping Hands. A guessing game will also take place to win a free book.
- b. Community Give Back (Kate Byers for Brooke Schamber). Next partnership is with St. Joseph's Food Pantry in February. Information will be shared in the OG News. Nurse Callie will help on site and volunteers will be needed to help deliver the food.
- c. Girl + Guest (Ambika Mayer). Tickets are on sale for the February 4th dance. Information will be provided in the OG News, on social media and through email blast. Jennifer McBride has printed flyers. New this year - to assist with Community Give Back, girls will receive one raffle ticket for each food donation item brought to the dance. 90 people have registered so far. Committee is still looking for donations for raffle items. Volunteers are needed for the night before and night of the event.
- d. Grade Level Coordinators
 - i. K-4 (Aayshah Mirza). Families should watch for an email from a new room parent. This second room parent will organize Kindness Day (Valentine's Day) and End-of-the-year celebration.
 - ii. 5-8 (Kate Byers for Julie Kovach & Laura Reutzel). Domino's Pizza Lunch was a success. A suggestion was made to reconsider pizza parties due to dietary restrictions and relevant committees are discussing. The cost was higher than budgeted which could impact planning for the remainder of the year.
- e. Partnership Fundraising (Beth Zender for Erin Liebgott). The next fundraiser just started with Frontier Soups. It's an easy way to raise money with great reviews of

the quality of the soup mixes. Orders will be delivered to your doorstep by parent volunteers.

- f. Son + One (Amy Peterson). Event is scheduled for March 11 from 6-8pm at Bowlero. Tickets are \$30 for two and \$10 for each additional person. Pizza and drinks are included. Desserts will be brought in (cookies, donuts, cupcakes, etc.) Additional food is available for purchase. Arcade will also be open. Committee is currently looking for lane sponsors - 8 lanes have already been covered.
- g. Spiritwear (Beth Zender for Courtney Johnston). Winter sale with a different vendor is launching soon in the OG News. Teachers and staff will receive a 10% off discount code. Helping Hands will assist those who need it.
- h. Treat Train (Kate Robinson). Next treat train is scheduled for January 18. It is a bagel bar with snacks and drinks provided by 1st grade families. Next month will be Mardi Gras themed and provided by 5th grade families.
- i. Winter Market (Kate Byers for AnneRose Poor). This year's setup worked well using the gym, hallways and cafeteria. Self-sealed bags and larger paper bags to carry all gifts helped the process run smoothly. The band playing was a nice addition. Next year, helpful suggestions include more communication regarding the event, more communication regarding the voucher system, more parent volunteers and keep student volunteer and parent volunteer sign-ups separate..
- j. Grade Level Socials
 - i. 2-3 Social (Amy Peterson). Social will be February 23 (early dismissal) at Ultimate Ninja from 2-3:30pm. It is \$12 per child with a maximum of 80 participants. Waiver will be included with signup. Snacks and drinks can be brought into the facility.
 - ii. K-1 Social (Jacki Lewis). Tentatively planning February 10 at Ultimate Ninja. Second option is February 23 at Lakeside Bowling.

8. Old Business

- a. None

9. New Business

- a. Request for funds from Czarina Rodriguez for \$129 for an Apple TV.
 - i. Jacki Lewis made a motion and Amy Peterson seconded the motion to discuss the request. Discussion ensued regarding other possible options including Chromecast. Motion passed to spend up to \$129 for request.

10. Announcements

- a. The next PTO meeting will be February 1, 2023 at 9:30 am in the PD Room.
- b. Important Dates:
 - i. January 31-February 2, 2023 - Jr. High Book Fair
 - ii. February 4, 2023 - Girl + Guest Dance
 - iii. March 11, 2023 - Son + One Glow Bowl
 - iv. April 14, 2023 - Fine Arts Day
 - v. April 14, 2023 - Variety Show

11. Adjourn

- a. The meeting adjourned at 7:52 pm CT.