

**Oak Grove School Parent Teacher Organization  
Meeting Minutes – Wednesday, October 12, 2022**

**1. Call to Order**

- a. The meeting was called to order on Wednesday, October 12, 2022 at 9:33 am CT in the Junior High Cafeteria at Oak Grove School. Participants included:

**Zoom Participants**

Kelly Epley	Sharonda Brown-Kern	Sarah Ali	Jacki Lewis
John Jacksack	Daphne Kilpatrick	Claudia Injante	Sumbul Naqvi
Daiva Deegan			

**In-Person Participants**

Kate Byers	Beth Zender	Aayshah Mirza	Elisabeth Cobb
Elizabeth O'Neill	Haeli Byrnes	Laura Reutzel	Jina Rappaport
Niki Tucker	Ambika Mayer	Raabia Khan Mohammed	Amy Peterson
Joni Kane	MaryAnne Korkut	Donna Acciari	Ryan Murray
Karin Pawlawski			

**2. Approval of Minutes**

- a. Minutes from September 7, 2022 were reviewed. A comment was made regarding the incorrect spelling of “Forest” on page 3. Minutes were approved as corrected.

**3. Correspondence**

**4. Report of Officers**

- a. Presidents (Kate Byers & Beth Zender)
  - i. Lunch Pantry Report
    - 1. 57 meals distributed in September
  - ii. New PTO Website
    - 1. The website is ready to launch and will be rolled out in Monday’s OG News (10/17). Directory information will be updated regularly. Please edit your family’s information and volunteer interests. Committee chairs will work with the executive board to receive access.
  - iii. Request for Volunteers
    - 1. Mrs. Barnabee is looking for parent volunteers for an upcoming week-long event. Volunteers will need to be available for an hour of prep work and 15 minutes each day to prep materials during the week of October 24.
  - i. Sustainability Chair
    - 1. Jen Davis volunteered to serve as Sustainability Chair.
  - ii. Staff Appreciation Days

1. In addition to Staff Appreciation Meals and Teacher Appreciation Week committees, the PTO has added Staff Appreciation Days (i.e. IT Professionals Day, Custodian Day, etc.) to honor our OGS non-certified staff. Stacy Buell and Noor Tarabishy have volunteered to lead this committee.
- b. Vice President (Elizabeth O'Neill)
- i. Report from the September 20, 2022 BOE Meeting
    1. Architect report. The canopy project should be completed by the end of October. One of the projects slated for summer 2023 includes replacing some of the school roof and installation of insulation on the roof. There are some concerns regarding storing the insulation on site. Administration mentioned putting out signage and looking into insurance. ISBE is offering a \$50k maintenance grant that could offset the cost of some upcoming projects. Applications are due November 15.
    2. Maintenance report. The entire facility received an outside review. The assessment was very good. OGS has 30 days to address items of concern. Derek Hillard was introduced as the new Director of Building & Grounds.
    3. Technology report. The team would like to start working on upgrading projection units in classrooms.
    4. Allison Sherman made numerous recommendations for updates to some district policies. These updates included: suspension with pay, pandemic preparedness and emergency school closings, public participation at Board meetings, allergy management, homework, the superintendent's role when it comes to teaching "controversial" issues, etc.
    5. Superintendent's report. The water main break was due to corroded bolts and was an easy fix. The Triple I Conference will take place in November. Board members, Raabia Khan and Tony Giamis will be attending along with several members of administration. At October's Board meeting, the board will vote on a series of resolutions determining how the Board will cast votes at the conference.
    6. Board approvals. The Board approved FY23 Roofing Materials Project Bid, the Teacher/Admin Salary Benefits Report, the snow removal contract extension, and the Board Meeting Streaming Equipment Proposal.
    7. The third round of pandemic relief funds has been approved in the amount of \$135k. Money must be spent by 6/23 and 20% must address learning loss.
    8. Green Oaks representatives attended the meeting to discuss a potential partnership on Lexington Road safety.
- c. Treasurer (Haeli Byrnes)
1. Key activities from September: received \$3100 from pre-pack school supply sale, paid about \$2800 for Battle of the Books, and about \$600 in teacher funds.
  2. Marla's giveback for August and September is \$4919.50.
  3. The PTO received the following from fall registration: \$4240 for PTO dues, \$5416 for party money, \$4322 for Helping Hands, and \$4133 from Parents-on-the-Go donation. Helping Hands and

Parents on the Go were both higher than projected. Thank you to everyone for your generosity.

- d. Registrar (Aayshah Mirza)
  - 1. Thank you to all lunch volunteers! Sign-ups for after December will open in October.

## **2. Report of Administration (Ryan Murray)**

- i. Students are encouraged to dress for colder weather.
- ii. Durham has received concerns regarding OGS's late buses and are working to train new drivers.
- iii. Fall athletics are coming to a close. Girls Cross Country won conference and had one runner qualify for state. 8th Grade Girls Volleyball placed 3rd in the conference meet.
- iv. After school activity has picked up with the start of several clubs.
- v. Admin is finalizing the schedule for Parent/Teacher conferences in November.
- vi. Student morale is high and families are encouraged to visit the school and volunteer if available.

## **3. Reports of Special Committees & Representatives**

- a. PTO-Teacher Liaison (Jina Rappaport)
  - i. Gratitude was shared for scholastic book money and September Treat Train.
  - ii. Specials teachers are planning for Fine Arts Day on April 14, 2023. The team is looking for a Bollywood dancer. Volunteers might be needed to serve lunch to performers.
  - iii. Teachers received a reminder to use their teacher funds.
- b. BSA Pack 194 Liaison
  - i. No report.
- c. OGSEF Representative (Jeff Barry)
  - i. Mental Health is the theme/main initiative for OGSEF this year.
  - ii. OGSEF gave \$1800 for flexible seating in Ms. Tazzioli's classroom and \$1800 to Ms. Keifer to pilot a program designed to reduce anxiety by monitoring biofeedback.
- d. DEI Representative (Raabia Khan Mohammed)
  - i. First professional development day with Biz Lindsey Ryan. Considering a parent talk with her later this year.

## **4. Reports of Standing Committees**

- a. Elementary Bookfair (Kelly Epley)
  - i. Committee has begun planning for the fall book fair. Fair will be held November 14-17 with Family Night planned for Wednesday 11/16 at 5pm.
- b. K-4 & 5-8 Grade Level Coordinators
  - i. K-4 (Aayshah Mirza). Each classroom has two room parents. One parent leads the Fall & Winter parties and another leads the "Kindness Counts" & End-of-Year parties. Parties have between 4-5 total volunteers. The Halloween parade is on 10/31 at 9:05am. Party times are: kindergarten 12-1pm; 1st, 2nd & 4th grades 1:30-2:30pm, and 3rd grade 12:30-1:30pm.
  - ii. 5-8 (Laura Reutzel). 5-8 will have a DJ on Halloween outside of the Junior High Cafeteria (rain date is 11/4). All GLCs have been asked to set aside \$50 to pay for DJ.
- c. Partnership Fundraising - report delayed to next meeting due to time
- d. Spiritwear - report delayed to next meeting due to time

- e. New Clubs & Activities - report delayed to next meeting due to time
- f. PrePack Supplies - report delayed to next meeting due to time
- g. Girl + Guest (Ambika Mayer)
  - i. Girl + Guest will be a traditional dance on February 4, 2023. Reach out to Ambika Mayer or Heather Bildsten for more information.
- h. Son + One (Joni Kane & Amy Peterson)
  - i. Son + One will be a Glow & Bowl theme on March 11, 2023 from 6-8pm. All lanes will be rented at Bowlero, Vernon Hills. Committee is planning for pizza, pop, desserts and raffles. Currently looking for sponsors to sponsor lanes.
- i. Treat Train (Jacki Lewis)
  - i. Next Treat Train is scheduled for 10/14. The committee plans to rollover remaining monetary donations - to November. The next Treat Train will be fulfilled with donations by 3rd grade families.

**5. Old Business**

**6. New Business**

- a. Standing Rules
  - i. Laura Reutzel made a motion and Joni Kane seconded the motion to approve the Standing Rules. Motion passed unanimously.
- b. Special Request for Funds from Nicole Cummins (PE)
 

Laura Reutzel made a motion and Raabia Khan Mohammed seconded the motion to approve a request from Ms. Cummins for \$120 for all PE teachers to have access to a Spotify account for the year to stream ad-free music during PE. Motion passed unanimously. A recommendation was also made to include this as a standing line-item in the 2023-2024 budget.

**7. Announcements**

- a. The next meeting will be November 2, 2022 at 6:30 pm in the Elementary Library.
- b. Important Dates:
  - i. November 14-17, 2022: K-5 Bookfair (Family Night on 11/16)
  - ii. November 17, 2022: Feed My Starving Children night
  - iii. December 3, 2022: Winter Market
  - iv. January 31 - February 2, 2023: Jr. High Book Fair
  - v. February 4, 2023: Girl + Guest Dance
- c. Be sure to follow OGS PTO on Facebook!

**8. Adjourn**

- a. The meeting adjourned at 10:23am CT.