

**Oak Grove School Parent Teacher Organization
Meeting Minutes – Wednesday, December 7, 2022**

1. Call to Order

- a. The meeting was called to order on Wednesday, December 7, 2022 at 9:31 am CT in the Professional Development Room at Oak Grove School. Participants included:

Zoom Participants

Madhumita Banerjee	Sarah Ali	Joni Kane	Ambika Mayer
Sharonda Brown	Laura Buerstatte	Bev Smith	Brooke Schamber

In-Person Participants

Kate Byers	Beth Zender	Aayshah Mirza	Elisabeth Cobb
Kristie Gardiner	Haeli Byrnes	Jacki Lewis	Amy Peterson
Jina Rappaport	Jen Barnabee	Raabia Khan Mohammed	John Jacksack
Julie Kovach	Karin Pawlowski	Donna Acciari-Bachman	Lynsey Wolfe

2. Approval of Minutes

- a. Minutes from November 2, 2022 were reviewed. One spelling correction of “Barnabee” on page 1 was recommended. Minutes were approved as corrected.

3. Correspondence

- a. Thank you note from Mrs. Flores regarding Scholastic book gifts was shared.

4. Report of Officers

- a. Presidents (Kate Byers & Beth Zender)
 - i. Conflict of Interest signed forms needed from all Committee Chairs.
 - ii. Junior High Library Photo Project is complete.
 - iii. Lunch Pantry Report. In November, 46 lunches were provided in the JH alone (half day was particularly high). Monetary and in-kind donations continue to be welcomed.
 - iv. The school directory is on the PTO website. In order to view an entire class, click “view directory” first then search for a class list by selecting “homeroom teacher.” Kate & Beth will work with Dave Huber to update the directory with new students in January.
 - v. Three BOE seats are up for election on April 4, 2023. In March, the PTO will host a candidate forum. Candidates will receive questions ahead of time. Questions will come from the community and teachers. Let us know if you are interested in helping.
 - vi. Strategic Planning process is underway and the next step is to survey the staff. Mrs. Rappaport will share the link today and encourage participation with the drawing of a \$10 gift card. One suggestion was made to work with Dave Karolewicz to discuss crossover regarding athletic suggestions.

- vii. The PTO is looking for ways to show support for our military families on Purple Up Day in April. Please let us know if you would like to help.
- viii. Recess volunteers are needed on 12/21 to enable staff to attend the annual breakfast. Need 5 for JH and 5 for elementary - 7:40-8:15 am.
- b. Vice President (Beth Zender for Elizabeth O'Neill)
 - i. ESSER Grant Funding Options. OGS has about \$135K in ESSER funds (Covid relief funds) to spend. Money must be spent by September 2023. 20% must address learning loss. Several options presented, including IReady renewal, Bridges training, streaming equipment, technology update for Pat Patt gym.
 - ii. Facilities Updates.
 - 1. Canopy progress: expected to finish the first week of December.
 - 2. The work on the JH vestibule is on track for Winter Break.
 - 3. 2023 Summer Work: bids will be opening in early December. Peter Graves will review bids and come to the December meeting to make a recommendation. Materials for the insulation of roofing will be stored on the school grounds.
 - iii. Maintenance Updates.
 - 1. Team is researching vendors for handheld radio needs
 - 2. Training crew on in-house repairs.
 - iv. Tax Levy Resolution. The Board adopted the tax levy resolution.
 - v. Special Recognitions. Elsie Colin (cross country) and Isaac Stone (symphonic band) were recognized for their achievements.
 - vi. SEDOL Presentation. SEDOL is not asking OGS to take back services or seats for school-aged students for 2023-2024. Moving forward, there will be discussions with neighboring districts about shared services.. Options going forward for early childhood:
 - 1. Classroom at OGS
 - a. Selected Classroom (Elementary Art Room) -
 - b. District office location
 - c. Portable classroom -
 - 2. Classroom located at Lincoln School (Mundelein)
 - 3. Classroom located in commercial space
 - vii. Potential for grant to offset costs. Recommendation: Option 2 - Renting a classroom in Mundelein with parallel investing in long-term solutions. Revisit OGS facility addition conversation to address comprehensive current and future needs
 - viii. Public Comment. Various parents spoke about the following issues: low morale among staff, need for support for teachers, concern about OGS reputation in the community, admin turnover, teacher resignations, lack of accountability for district level administration, and need for the Board to independently seek honest feedback from staff. Teachers spoke about: admin turnover, teacher resignations, disintegration of culture and climate,

fear of repercussions in publicly supporting Ryan Murray before the Board, sadness over Jen Barnabee's resignation.

- c. Treasurer (Haeli Byrnes)
 - i. Income: Marla's giveback for October - \$3,174.75 and November - \$2,871.75. We are holding with last year's numbers for these months. AmazonSmile donation of \$95.63. Thank you for those that signed up!
 - ii. Expenses: Bowlero for Son + One - \$2,757.35. BreakSk8 deposit was \$600 - paying the balance of \$1,900. PTO insurance - \$925 (increased coverage due to getting a debit card). Four teacher funds reimbursements. Helping Hands to cover lunch, clothing and book fair - \$269.92.
 - iii. 2021 Federal and State Tax was completed and filed this month. Federal was accepted. State will probably be May.
- d. Registrar (Aayshah Mirza)
 - i. Elementary cafeteria volunteers are needed for December 16, 19 and 20 - 10:30 am - 1:00 pm.

5. Report of Administration (Jen Barnabee)

- a. Gratitude was shared for PTO support.
- b. Winter sports are finishing up. Wrestling practice has been settled.
- c. Thank you to all families who attended conferences both in-person and virtually. The new check-in process worked well. Staff learned ways to make it better in the future.

6. Reports of Special Committees & Representatives

- a. PTO-Teacher Liaison (Jina Rappaport)
 - i. Thank you for the delicious dinner and yummy desserts during conferences. Thank you for the book fair gifts to the classrooms and both libraries. Mrs. Ostermann shares her gratitude for the JH library photos.
- b. BSA Pack 194 Liaison - no report
- c. OGSEF Representative (Raabia Khan Mohammed)
 - i. Calm corner items were delivered to the 15 teachers who ordered. Foundation also donated a buddy bench for the elementary playground.
- d. DEI Representative - no report

7. Reports of Standing Committees

- a. Book Fairs
 - i. K-5 (Beth Zender for Kelly Epley). The recent K-5 book fair surpassed previous years in sales. New this year - teachers filled buckets with their "wish lists." Parents bought from the buckets and PTO purchased the remaining books. Dwell Social dinner partnership worked well. Spring BOGO fair is on the books.
 - ii. Junior High (Lynsey Wolfe). Anderson is scheduled for January 31-February 2. Grades 5-8 will be included. Classes will visit during ELA classes. Mrs. Ostermann is working on a schedule. Information going out after winter break.

- b. Community Give Back (Brooke Schamber). Feed My Starving Children event had over 100 participants who packed 25,272 meals. Partnering with St. Joseph's food pantry in January.
- c. Girl & Guest (Ambika Mayer). Event is scheduled for February 4 - 6:30-8:30pm. Cost is \$20 per couple, \$5 for each additional girl. The event will be held at OGS with a DJ and photo booth. Heather Bildsten is looking for donations for the raffle (All Dolled Up and Lolo's gift cards already received). Another volunteer sign-up will be shared after the holidays.
- d. Grade Level Coordinators
 - i. K-4 (Aayshah Mirza). Winter Party times on 12/22 are as follows: K @ 12-1pm, 1st, 2nd & 4th @ 1:30-2:30pm and 3rd @ 12:30-1:30pm. Planning is on track. Parents are asked to purchase supplies from the Amazon wish lists.
 - ii. 5-8 (Julie Kovach). PTO is bringing back the Domino's Pizza Lunch on 12/22. The Linus Project will also be held this day per Christine Merrild.
- e. New Clubs & Activities (Julie Kovach). Last spring, a K-8 student and family survey identified a wishlist for clubs and activities with the greatest interest. The results were shared with staff to determine their interest level in supervising a club and/or activity. Then the PTO prioritized what interests remained. Working with a \$1,000 budget, we have been able to start offering these new clubs & activities to students. It is likely this committee will request additional funds which will be submitted via the Special Funds Request process in winter/spring 2023.
 - i. Open Gyms - first open gym was held In December for 6th grade.
 - ii. Elementary Art Club - partnering with Hillary Spector to offer something to younger students to add to the current offering to grades 4-5 and 6-8. Additional funding might be needed.
 - iii. Basketball - looking to see how grades 4-5 might be included with District 70 tournament.
 - iv. Agility & Weight Training - looking to outsource a program for older students.
 - v. STEM - partnering with Code Ninja. Information was shared last month.
 - vi. Cooking - information was shared in the OG News for K-4 classes.
 - vii. Soccer - looking at spring time for grades K-4 and 7. This is a high priority.
 - viii. Lego Club - looking into options. Parents might volunteer.
- f. Programs & Assemblies (Raabia Khan Mohammed). BreakSk8 assembly happening today and the elementary students seem to love it so far.
- g. Son + One (Amy Peterson). Event is scheduled for the evening of March 11. Pizza and drinks will be provided. Kitchen will remain open for anyone who wants to order more. Desserts can be brought in. Committee is looking for donations and raffle items.
- h. Staff Appreciation Meals (Kate Byers for Christine Merrild). Thank you to Krista Sorensen and Laura Reutzel for all their work on the staff dinner during the PT

Conferences. There was pizza from Donati's and fruit from Sunset. Desserts were provided by parents.

- i. Treat Train (Jacki Lewis). The next treat train is scheduled for Friday 12/9. The theme is "enjoy a cup of cheer" with hot cocoa and treats sponsored by 2nd grade families. First grade families will be invited to donate to our next treat train in January.
- j. Winter Market (Kate Byers for AnneRose Poor & Becky Ketterhagen). Thank you to Mary Crain, Katie Edmondson, Aayshah Mirza, Dawn Trout and 8th grade students for all their help. This year's Winter Market was not as profitable as projected in the budget. A budget recap will be shared at a future meeting.. Attendance was lower than in the past and could be due to competing activities and events, the World Cup game, low awareness due to inadequate communication and word of mouth. Another challenge is lack of volunteers to lead and word the event. Student volunteers were ample, but very few adult volunteers signed up. A suggestion was made to bring back the pancake breakfast.

8. Old Business

- a. Request for funds from Rick Frankowski & Dave Jones for \$3,992.14 to purchase new band equipment and refurbish existing equipment.
 - i. Jacki Lewis made a motion and Raabia Khan Mohammed seconded the motion to vote on request. Motion passed via written ballot and online poll.

9. New Business

- a. Request for funds from Susie Keifer for \$100 to support Junior High "Cookies for Kindness" SEL initiative.
 - i. Kristie Gardiner made a motion and Jacki Lewis seconded the motion to discuss the request. The initiative is for grades 6-8. Marla's has donated cookies for the winning grade. Request goes towards oreos for the other two grades. Motion passed.

10. Announcements

- a. The next PTO meeting will be January 11, 2023 at 6:30 pm in the elementary library.
- b. Important dates:
 - i. January 31 - February 2, 2023 - Jr. High Book Fair
 - ii. February 4, 2023 - 6:30-8:30pm - Girl & Guest Dance
 - iii. March 11, 2023 - 6-8pm - Son + One Glow Bowl
 - iv. April 14, 2023 - Variety Show
 - v. April 14, 2023 - Fine Arts Day
- c. Be sure to follow OGS PTO on Facebook!

11. Adjourn

- a. The meeting adjourned at 10:55am CT.