

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

1. Call to Order

- a. The meeting was called to order on Wednesday, September 7, 2022 at 6:31 pm CT in the Elementary Library at Oak Grove School. Participants included:

Zoom Participants

Jason Ehrick	Sharonda Brown	Cassidey Davis	Jenny Morrison
Noor Tarabishy	Soojin Jun	Manikandan Sivakumar	Karin Pawlowski
Sharee Bowsher	Ambika Mayer	Amanda Arnold	
Lanet Hightower			

In-Person Participants

Kate Byers	Beth Zender	Aayshah Mirza	Elisabeth Cobb
Elizabeth O'Neill	Erin Liebgott	Heather Bildsten	Lynsey Wolfe
Melissa Sheldon	Jacki Lewis	Raabia Khan Mohammed	Kate Robinson
Joni Kane	Laura Buerstatte	Donna Acciari (Bachman)	Jen Barnabee

2. Approval of Minutes

- a. Minutes from May 18, 2022 were reviewed. Minutes were approved as read.

3. Correspondence

- a. Elisabeth Cobb shared a thank you note from Reading Power.

4. Report of Officers

- a. Presidents (Kate Byers & Beth Zender)
 - i. Popsicles on the Playground took place after “Meet the Teacher” and “Walk Your Schedule”. This was not in the original budget. Jen Barnabee brought the proposal to the Executive Board. EB approved \$239 and recommends continuing this next year.
 - ii. Standing Rules have been created following guidance from PTO Today and the PTO’s attorney. Committee Chairs will have the opportunity to review and they will be shared with all members prior to the October meeting when we will vote to approve.
 - iii. New Jr. High Library photos will be revealed during the November Book Fair.
 - iv. New PTO Website was shared with in-person attendees. A custom page has been created using Mitsy. This new website will include a member directory, calendar, online store, volunteer signups and more.
- b. Vice President (Elizabeth O’Neill)
 - i. The OGS BOE conducted three meetings over the summer. This is a report from the August 9, 2022 BOE Meeting
 - 1. Facilities Update: JH parking lot lights have been installed.
Temporary fencing outside the JH cafeteria marks the area where

the new canopies will be installed. Canopies should be completed in September.

2. Village Traffic Study: Green Oaks Representatives attended to discuss the traffic study the village conducted. BOE/Administration decided to revisit the issue after the start of the school year to monitor and obtain some metrics.
 3. Streaming/Recording Board Meetings: Streaming/Recording technology will be installed in the JH cafeteria. This project will cost approximately \$36,000. In addition to board meetings, the technology can be used for trainings, speakers, parent meetings, etc. Timing is uncertain, but the new director of technology has been tasked with starting whatever he can before September when it can be approved.
 4. Approvals: The FY23 budget and 2022-2023 Parent/Student Handbook were approved.
 5. Teaching & Learning Update: Leslie Weber shared an update to OGS's sex education program. The current law states that if you do provide sex education you have to use national standards. Candor Health satisfies these standards and will continue to provide the Puberty 1 program for 5th graders and the Sexual Health 1 for 8th graders.
 6. Public Comment: A teacher spoke about 3rd grade class sizes.
- ii. Treasurer (Kate Byers on behalf of Haeli Byrnes)
 1. July expenses included storage fee, website platform, Helping Hands (which the PTO administers and contributes \$500 to).
 2. Incoming in August was \$119 from take-and-go spiritwear at New Family Night. August expenses included \$2400 for Welcome Back lunch, BooHoo Yahoo breakfast and teacher funds.
 3. The 2021-2022 fiscal year summary was reviewed. PTO netted \$12,000 more than projected. As expected, the Marla's income goal was not met, but other programs such as Spiritwear and Variety Show raised more than projected to help the budget net positive overall.
 - iii. Registrar (Aayshah Mirza)
 1. Thank you to all lunch volunteers. Elementary spots are open for October. JH needs more volunteers on Tuesdays and Thursdays.
 2. School admin purchased a new warmer to replace the elementary warmer that stopped working.

5. Report of Administration (Jen Barnabee)

- a. Thank you for helping OGS have an amazing start to the school year.
- b. Staff is receiving training on restorative practices and how behavior is handled K-8. Look for updates in OG News.

6. Reports of Special Committees & Representatives

- a. Teacher's Liaison (Melissa Sheldon)

- i. Melissa Sheldon will share liaison responsibilities with Jina Rappaport and Becky Honaker.
 - ii. Gratitude was shared for the Welcome Back lunch.
- b. BSA Pack 194 Liaison (Jason Ehrick)
 - i. Pack 194 has had a strong start to the year with active recruiting and welcoming 14 new scouts. Popcorn sales will take place over the next month. The next pack meeting is 9/23.
- c. OGSEF Representative (Raabia Khan Mohammed)
 - i. No official meeting yet this school year. At the May meeting, the board approved \$5,000 in mini grants - \$250 to 15 teachers to use in their classrooms.
- d. DEI Committee Representative (Raabia Khan Mohammed and Elizabeth O'Neill)
 - i. First meeting is Monday 9/12 on Zoom.
 - ii. DEI has teacher, administration and parent involvement. The committee provides professional development for teachers and offers family, student and staff support. The committee worked with the New Family committee and two ESL teachers to help bridge the gap for new OGS families.

7. Reports of Standing Committees

- a. BooHoo Yahoo Breakfast (Lynsey Wolfe)
 - i. The breakfast was held on the first day of school at Old School Forese Preserve. More than 70 people RSVPed and a great turnout of parents attended. Suggestion for next year is to continue the event, but offer less food as there was a lot left over.
- b. K-4 & 5-8 Grade Level Coordinators (Aayshah Mirza)
 - i. K-4 (Aayshah Mirza): Sorting through 132 responses before assigning room parents and party volunteers.
 - ii. 5-8 (Kate Byers for Laura Reutzell & Julie Kovach): Each grade has one parent volunteer to serve as GLC. Several parents have expressed interest in supporting the GLCs. Teacher liaisons for each grade have been finalized.
 - iii. Partnership Fundraising (Erin Liebgott): First event is Wednesday 9/14 at Culver's. If sales total more than \$2500 we earn 10%. Thank you to Patti Tazzioli for helping find Honor Society volunteers.
 - iv. Next event is the Rocky Mountain Chocolate Factory caramel apple sale.
- c. Spiritwear (Beth Zender for Courtney Johnston)
 - i. Les from Sports11 reports good response to the fall spiritwear sale. Orders will be placed soon and delivered/available for pick-up in 2-3 weeks. Complete Image has been contacted for a winter sale.
- d. Staff Appreciation Meals (Kate Byers for Christine Merrild)
 - i. Lunch from Corner Bakery was coordinated through Marla's on August 15. Dessert was provided by parent volunteers.
 - ii. The next appreciation meal is during parent/teacher conferences.
- e. Treat Train (Jacki Lewis)

- i. First Treat Train will be Friday 9/16 with the theme “Here’s to a sweet school year”. All donation slots have been filled. The second will be Friday 10/14. Parents of different grade levels will be contacted to fill donation requests moving forward.
- f. Welcome/New Family (Joni Kane)
 - i. New Family Night was held on Wednesday 8/10 with approximately 70 families in attendance. The biggest obstacle was finding parent volunteers to serve as tour guides. Currently working on neighborhood representatives. A winter NFN will depend on the number of new families enrolled between now and then.
- g. New Clubs & Activities Committee (Julie Kovach)
 - i. Sign-ups for Clubs & Activities will open next Monday 9/12. Once the PTO has that list, it will review it compared to the extracurricular survey results from last spring.

8. Old Business

9. New Business

10. Announcements

- a. The next meeting will be October 5, 2022 at 9:30am - location TBA.
- b. Important dates:
 - i. September 12: Culver’s Share Night
- c. Be sure to follow OGS PTO on Facebook!

11. Adjourn

- a. The meeting adjourned at 7:35pm CT.