

OCE PTA Meeting Minutes July 15th, 2021

Attendance: Ms. May, Mandy MacNaughton, Laurie Jendiasiak, Robyn Salzman, Katrice Campbell, Michael Scott, Jen Curtis-Maury, Julie Chase, Bridget Robertson, Bethany Iannone, Rachel Ungurean, Kelli Joyner, Shannon May, Alison Alcaine, Allie Sandoval, Lindsay Newman, Katie M., Rachel Nichols, Amy Foster

Welcome/Introduction - Mandy MacNaughton, President

- Occupational Therapist in PTA office – Tues, Wed, Thursday (1/2 day)
 - Monday/Friday – open office; key in main office

Principal Report – Ms. May

- Great start to the year!
- New art & music teachers: Ms. Barlow & Ms. Somoso
 - Included in Friday's weekly update email
- Enrollment: ~1033, but still movement with overflows and VA
- Clubs are coming back (robotics, run, girls who code, chess, robotics and coding, Lego, etc.)
 - Chess club has no faculty support yet; also needs a parent if one is interested; Ms. May will send form
 - Some of the clubs are on memberships forms; will add others
 - Clubs can use Cheddar Up
 - Cultural arts (with assemblies) Ms. May will work on this with Bethany
- Church partnerships – any interest can be forward to Mandy and Laurie

Treasurer Report – Julie Chase

- New budget
 - Many things added (e.g. cultural arts)
 - Have carry-over budget from last year, which has been allocated to tech for classrooms (order placed); \$40k that's waiting to be paid
 - Want to shift money to improvements
 - There are computers for students - OCE expense
- Audit completed on Monday, 7/12
- Using same Google form for requests
- Quick Books used to manage PTA finances - planned to move everything online from computer, so looking at buying QB software or PTA laptop that would have QB installed to be managed by Treasurer (this keeps it consistent across Treasurers)
 - Rachel may have an extra laptop to use; Robin also has contact at Lenovo that could get discount

Committee Reports

Staff Appreciation – Laurie Jendrasiak

- Clopening (Closing and Opening of school year, since so close together across tracks)
 - Breakfast – Hot Chicks food truck was a hit
- Used to do luncheon for staff on early release days, but not doing these anymore
- Teacher Workdays (next one July 30th) - will look into luncheon for these instead

- All staff will be in school

Membership / Volunteer Coordinator – Lindsay Newman

- Lindsay provided membership \$
- Will get membership letters out tomorrow (with QR codes)
- Will need volunteers at Open House (will have QR codes to membership link)
- Will run gift card process monthly

Go Play Save Fundraiser – Bethany Iannone

- Much easier done virtually
- Lots of work, need parent volunteers for labeling, stuffing, distributing envelopes with books
- Initial plan was to send out packs of 100 envelopes for parent volunteers to label, then stuff and deliver to classrooms on Friday, 7/23
 - Updated plan: will look for volunteers to do it all Friday
 - Donuts and coffee to be provided!
- Will do this all again for Track 4
- Volunteers will track all sales/orders

Cultural Arts – Bethany Iannone

Spirit Wear – Alison Alcaine

- Mix solids and tie-dye t-shirts (better financially)
 - No nylon bags
 - Possibly do a zip-up in fall/winter
- Will work to get on Cheddar Up

Walk to School Wednesday – Alison Alcaine

- First one: Oct 6th - coincides with national Walk to School Day
- Then first Wed every month (even January)
 - Working on flyer to get out before Track 1 tracks out

Communications – Allie Sandoval

- Includes: Facebook, Instagram, Twitter, newsletter
- Goals
 - Utilize communication platforms for news delivery
 - Beacon - every Thursday
 - Social - rolling news
 - All info will be in both places
 - Consistency
 - All platforms will have same look and feel
 - New PTA logo
- Email address for communication: Oce.communications@gmail.com
- Robyn - there are also grade level FB pages, so may want to link into those
- Suggested putting links in membership letter (concern that it's too long)
 - Can be included at Open House and teacher's communications

Spirit Night - Angie Kirkland

- Next one: July 29th (Brewster's Ice Cream)
- Can send any ideas/business to Angie

Grandparent Breakfast – Rachael Nichols

- Decision made to update this to “Grandparent or Special Guest Breakfast”
- Have added more breakfast food over the years - not as continental and healthier
- Limitation: have to buy from cafeteria (cafeteria contact: Gayle)
 - Anything unused gets used the next day at school
- Added activity: table of games (great feedback)
- Idea: incorporate something in the am in the classroom for guests to experience kids’ classrooms
 - Ms. May can talk to staff about this (maybe have a letter or something)
- Want to piggy back off book fair (Nov 9-16) so they can attend that too
- Dates: Nov. 12th /15th
 - Invite to either, but just come to one of them (offer both due to traveling grandparents)
 - Don’t advertise track, but let people know that they won't be going to classroom if tracked out

Website – Jen C-M

- Needs update
- Can talk about turning it over to someone with a Comm background
- Jen will email areas for updates

Loyalty Cards - Beth Lavin

- Need to be renewed in August
 - Encourage parents to relink to school

Additional Information:

- If anyone has ideas for fundraising or volunteers, let Shannon May know
 - Family marathon - Coach Roberts usually in charge
 - Can't do it the same this year, but Coach Roberts still wants to do it
 - Will finish last mile in PE (3-5); last lap (K-2)
 - Need parent volunteers: collect form, \$ (via Cheddar Up), order medals
 - Medal distribution will be separate from PE
 - No dates confirmed yet
 - Fun Run - 8/30-9/10 and 9/13-9/24
 - Meeting today (2pm on this)
 - Tracks will be defined
- Principal update - hope by end of month
- Still no visitors for lunch; may not change through year (overcrowded)
 - Any concerns with Grandparents Day? Hope not, but things may change
- Volunteer sign up
 - Will be available at Open House (hoping the system working by then)
- DEI initiative - Bridget Robertson will work on this; Ms May will contact her with someone who is doing this in the school