

**Oak Grove School Parent Teacher Organization  
Meeting Agenda - Wednesday, January 8, 2020**

**1. Call to Order**

The meeting was called to order on Wednesday, January 8, 2020 at 9:00am CT in the Elementary Professional Development (PD) Room at Oak Grove School. Attendees included:

Julie Kovach	Laura Reutzel	Beth Zender	Lynsey Wolfe
Donna Griffin	Kate Byers	Jina Rappaport	Karin Pawlowski
Raabia Khan	Cathie DeMoon	Lonny Lemon	Anabela Largo
Ken LaCrosse	Nick Heckel	Jill Procop	Corinne Harrington

**2. Approval of Minutes**

Minutes from December 4, 2019 were reviewed. One revision was requested to change “LHS” to “D70” in agenda item C, section b-i. Minutes were approved as corrected.

**3. Reports of Officers**

**a. President (Julie Kovach)**

- i. Guest presentation by Lisa Bulzoni from Reading Power. Reading Power is an early literacy intervention program that works with pre-kindergarten thru second grade children in the Northeast quadrant of Lake County. It is led by reading professionals and powered by trained volunteers. This presentation was of special interest to the PTO and Oak Grove community because the “All For Books” dollar challenge campaign raised and donated \$800 to purchase books from the Scholastic book fair for Reading Power.

**b. Vice President (Beth Zender)**

Board of Education meeting report:

- i. Wendy Miller presented on how 1st and 2nd grade use the *Word Mania* app to develop spelling skills. More than 5,000 schools in 59 countries use this app. Students compete against each other to create or spell the most words in a given period of time. Second grade did very well this year and last year, and First Grade came in 1st in the US/Canada division this year.
- ii. Facilities Report:
  1. Over Winter Break the school went through deep cleaning.
  2. Technology: There are some governmental programs that can offer us a substantial savings on some tech items, but these items are not needed for replacement quite yet. Scott Blumberg (Director of Business Services) and Dr. Kurt Valentine (Business Manager) will look more closely at the Tech Plan and these potential savings and offer their recommendation at a future board meeting.
  3. On 12/17/19, OGS’s enrollment was 937 with 11 new students set to start in January. This is on trend with a 2% growth that the school has been experiencing in the past few years.
  4. SEDOL has decided to run the Early Childhood (EC) program next year at Fairhaven Elementary School which is a change from previous reports that they would not. OGS could save about \$30,000 if they could move this program in-house, but space is a concern. Plus, additional staff would need to be hired (OT, SLP, Early Ed classroom teacher). The Board will decide at the January meeting if they will contract SEDOL for the EC program next year.
  5. 50 Teachers responded to the Facilities Space Survey. Options to deal with the space constraints are the following and the Board would like to decide on which option is best by July:

- a. Teachers share rooms when they are not being used.
- b. Divide the large science labs back into 2 classrooms.
- c. Increase class size (Comments from teachers in the audience said they'd rather share rooms than increase class sizes.)
- d. Put a temporary, modular unit on property (Comments that this would not be a smart investment because it's only a temporary solution.)
- e. Building expansion
- iii. Discipline Report: 2 out-of-school suspensions
- iv. Curriculum Update:
  - 1. The staff has been working on an alignment of instruction to assessment & feedback.
  - 2. Teachers have been working on their Personalized Professional Development (PD) Plans, (which the PTO purchased some educational materials for Ms. Brown, Ms. Taylor, and others). There has been favorable feedback about this self-selection for PD.
  - 3. There was almost 100% staff attendance to the Elyssa's Mission presentation that Mr. Murray hosted, which aims to prevent teen suicides. The Elyssa's Mission program will be used with OGS 7th and 8th graders. Tonight in the Pat Patt Gym there is a parent night presentation by Elyssa's Mission from 6 p m -7 pm.
- v. Teacher Contract negotiations ought to be starting in February. The Board expects it go fairly smoothly.
- vi. A community member spoke at the meeting regarding updating the language in the Ethylene Oxide (ETO) resolution to change "probable carcinogen" to "known carcinogen".
- c. **Treasurer** (Donna Griffin)
  - i. A check for \$4,609 was paid to Fanny Mae for candy sold. Profit for this fundraiser was \$1,995.
  - ii. PE Uniform revenue was deposited from registration income.
  - iii. Marla's Lunch program profit continues to be deposited monthly. Year-to-date \$18,110 has been collected.
  - iv. A check for \$1,200 was paid to OGS for the PTO's contribution to the Snowflake program.
- d. **Registrar** (Lynsey Wolfe)
  - i. Need to get calendars and directories to all the new families that have recently registered.

#### 4. Report of Administration (Lonny Lemon)

- a. The school year started with enrollment at 907 students. Today enrollment is 949 students. 5 new students started this week and 3 are in the process of registering now. The administration is preparing information for the School Board regarding costs of the various space solutions. The school grows by about 20 students every year and that trend is anticipated to continue.
- b. The school is coming to the end of a 5 year contract negotiation period. The contract negotiation process went smoothly the last time it was done and administration anticipates a smooth process this time as well. In order to ensure a smooth process, they will use a mediator from the start rather than bringing them in partway through. A training with the mediator will begin on January 21<sup>st</sup>. The goal is to complete negotiations in 3 or 4 sessions and they are hoping to have the contract settled before going into the summer.
- c. Ms. Alyson Sherman will be the next Superintendent starting July 1, 2020. She will join Oak Grove as Associate Superintendent on February 24<sup>th</sup> and will work closely with Dr. Lemon during a transition period thru July 1. The School Board is arranging a meet and greet with her.
- d. There was discussion of the PTO process to add things to the Oak Grove calendar.

#### 5. Reports from Standing Committees

- a. **Teachers Liaison** (Jina Rappaport) –

- i. The Little Free Library was installed, but the door swelled in the weather and was brought back inside for repairs. The plaque was ordered and hoping to plan a Ribbon-cutting ceremony with Mrs. Timony's family.
    - ii. Battle of the Books plans to award the grand prize team with \$10 gift cards to the BOGO book fair.
    - iii. Library renovation project is still in the bid process. 3 vendors are submitting plans and budget estimates. Funding for the library renovation is TBD.
  - b. Holiday Halls** (Julie Kovach on behalf of the committee) – The event went very well overall. The Secret Shopping Village and Pancake Breakfast will both need new chair people for next year. Tracy Shultz coordinates the Holiday Market portion of the event and reported fewer vendors this year, but more profit.
  - c. Daddy Daughter Dance** (Julie Kovach on behalf of the committee) – Many elements are in place and planning is going well. Secured elements include the DJ, food, and favors. Elements in process are the raffle and décor. There is still a need for volunteers. A suggestion was made to distribute the volunteer sign-up link on its own versus embedded in the registration link.
  - d. Mother Son Dance** (Lynsey Wolfe) – Volunteer sign-up and ticket sales started yesterday. Volunteers are starting to sign up. All vendors and favors have been selected. \$600 in donated funds have been raised and the committee is expecting another \$100 from local business. The committee is working to pull together elements of the event including food, décor, raffle prizes and entertainment.
  - e. Fundraising** (Jill Procop) – The next fundraising event will be a Hot Yoga class at Heather's Gym on 1/21/20 from 6:30-7:15. Registration fee for the class is \$20 and 100% of proceeds will be donated to the PTO by Heather's Gym.
- 6. Report from OGSEF** (Raabia Khan & Lonny Lemon)
- a. OGSEF is in Gala planning mode and promoting ticket sales. The theme is "Literacy" and tickets are on sale. 30% of available tickets are currently sold. The committee is accepting raffle donations and in need of "experiences", particularly hotel stays and rounds of golf. The PTO will donate Variety Show VIP tickets and Spiritwear.
- 7. Old Business**  
None
- 8. New Business**  
None
- 9. Announcements**
- a. Nominations of new committee chairs will begin soon and we need more/new volunteers. Particularly need to reach out parents of students in grades K-2 to involve more individuals.
  - b. Multicultural Committee classroom lessons will start next week. Classroom volunteers have been signing up and the volunteer spots are mostly full. There is no Multicultural Fair this year – it will be an every-other-year event.
- 10. Adjourn**  
The meeting adjourned at 10:10am CT. The next meeting is Wednesday, February 5th at 9:00am CT in the Elementary PD Room at OGS.