

Oak Grove School Parent Teacher Organization
Meeting Minutes
Wednesday, December 2, 2020

1. Call to Order

The meeting was called to order on November 4, 2020 at 11:30am CT virtually via Zoom. Attendees included:

Julie Kovach	Laura Reutzell	Beth Zender	Donna Griffin
Lynsey Wolfe	Kate Byers	Allison Sherman	Raabia Khan
Hillary Bolke	Lilli Melamed	Cathie DeMoon	Jina Rappaport
Corinne Harrington			

2. Approval of Minutes

Minutes from November 4, 2020 were reviewed. Minutes were approved as distributed.

3. Report of Officers

- a. President (Julie Kovach)
 - i. Marla's is starting a Take Out Tuesdays dinner program. Next Tuesday, December 9th, will be the first one. Orders must be placed by 9am the Monday prior to the dinner evening. Individuals pick up dinner at the restaurant on their own. A portion of the proceeds will go to the PTO similar to the lunch program.
 - ii. Volunteers are need to fill the 2021-22 PTO Executive Board. Interested candidates should reach out to Julie and/or Laura for additional information.
- b. Vice President (Beth Zender) - Report from the November 17, 2020 BOE meeting:
 - i. Architect Report: Plans to extend the O'Plaine sidewalk and replace landscaping (Spring / Summer 2021).
 - ii. Maintenance Report: Disinfecting the school each night will continue during the transition to remote learning because teachers can work out of their classrooms.
 - iii. Technology Report: Relay Classroom allows teachers to observe students' screens. Fetching bids for the firewall. OGS will have eRate options that could save the district significantly.
 - iv. December 30, 2020 is the date Ms. Sherman will announce if Eagles@School students will return to in-person learning on January 4, 2021. With the promise of vaccines, OGS is very optimistic for a normal return to schooling in the fall of 2021.
 - v. Headsets will be purchased for all students who need them via funds available from OGSEF.
- c. Treasurer (Donna Griffin)
 - i. Revenue: Fannie May candy sales were lower this year than prior years. Waiting to get invoice and final fundraising total from Fannie May. Revenue from Marla's is running about 50% of what it has been in years past.
 - ii. Expenses: Expenses for the directory have been paid. Halloween and winter party expenses are coming in and are being paid directly from the treasurer (new process this year as discussed at previous meetings).
 - iii. PTO insurance: \$230 collected from the Boy Scouts Pack #194. They pay \$115 per year toward the insurance to cover their trailer.
 - iv. All PTO-funded projects to the school should be paid this week. This covers all the items the PTO voted to support for modified learning this year.
- d. Registrar (Lynsey Wolfe)
 - i. Thank you to Dana Huennekens for helping to coordinate the OGS directory. Contact Lynsey if you did not receive your copy sent home with a student or supply pickup.

4. Report of Administration (Allison Sherman)

- a. Nick Heckel is no longer principal of OGS, but confident the transition will be smooth. The current plan is to bring in interim support to cover January-May. Administration interviewed candidates who have retired from OGS and know the school. In the meantime Lilli Melamed is a point of contact for families and Allison Sherman is the primary contact for PTO and OGSEF.
- b. COVID update: Vaccine availability looks very promising. Essential medical personnel and nursing home staff and residents are in phase 1 for vaccine distribution. School personnel are in phase 2. The goal is to achieve 80% vaccination. Very optimistic to be back in school regular, full-time in the Fall 2021. There is a major lag in testing data right now. The incidence rate is going down, but Thanksgiving data isn't in. Evidence shows that mitigation efforts including distancing and masks are very effective. Optimistic that Eagles@School will be in person on January 4, 2021.
- c. ISBE did not grant the testing waiver for 2021. OGS needs to report 95% completion rate for state testing and this needs to be done in-person. Administration is making plans to bring Eagles@Home back in the building for testing and taking precautions to meet family expectations for doing so safely.
- d. There was discussion about the 8th grade play and graduation. A group of 8th grade parents is working with administration to come up with creative options for these activities. These will be priorities in January 2021.

5. Reports from Standing Committees

- a. Teachers Liaison (Jina Rappaport) – Reminding teachers about their \$100 teacher funds. There is 1 item remaining on the punch list for the library. Extra books were sent home with Eagles@School students and books are being pulled and sent home with Eagles@Home students with their supply pick-up today/tomorrow.
- b. Bookfairs (Julie Kovach on behalf of Jen Tippet) – The online bookfair closed. Sales were considerably lower than prior in-person bookfairs. Sales were approximately \$1,400. \$287 Scholastic book dollars will be given to the school to buy books for the library, but no cash will be given to the PTO as in past years.
- c. K-4 Winter Parties & My Teacher's Favorite Things (Beth Zender) – Winter parties were planned and supplies were fulfilled quickly so that Eagles@School could take them home before Thanksgiving. Special thanks to Lynsey Wolfe, Corrie Harrington, Emily Savino, Jen Davis and Elisabeth Cobb for making this happen so quickly. Dr. Meltzer helped create a website to house a Teachers Favorite Things list. 80% of staff filled out a survey selecting their favorite stores, restaurants and delivery services that makes it very easy for families to send teachers contactless e-gifts.
5-8th Service Projects (Julie Kovach on behalf of Christine Merrild) - 8th grade completed their Lambs Farm project. 7th graders will complete their Linus project in the spring. 5th graders are completing a project in February.
- d. K-7 Socials (Laura Reutzel) A committee came together to brainstorm ideas for the socials this year, but many ideas overlapped with other activities. The intent of the socials is to bring students together and that cannot be replicated this year while following health and safety guidelines so the PTO will not coordinate grade-level socials this year.

6. Report from OGSEF (Hillary Bolke)

- a. OGSEF focused efforts on Giving Tuesday fundraising. Fundraising totals are not in yet.
- b. Money left over from prior OGSEF commitments to OGS will be used to buy headsets for any student whose parents choose to not purchase individually. Additional funds are available after the original allotment if needed. Any money left over after purchasing headsets will be used to purchase Owl 360 degree conference cameras for remote learning.

7. Old Business

No old business

8. New Business

No new business

9. Announcements & Questions

- a. Some families e-mail addresses were not included in the directory because a screen on the registration form was easy to skip without selecting to include an e-mail address or not. This problem will be addressed on the registration form for '21-'22.
- b. There was discussion about the Mother Daughter Tea for '19-'20 5th graders. Funds are still set aside for last year and separate funds are allocated for this year's events for both girls and boys. Last year the speaker wasn't comfortable conducting the presentation remotely, but there have been many advancements with remote presentation options and speakers qualified to conduct the presentation in an engaging way remotely. Options are being explored and plans for these programs will be shared when available.
- c. 20 Days of Giving is underway. This program is being led by several 8th graders in collaboration with the PTO. Details will go out next week on collection spots and PTO will deliver to food the Libertyville Food Pantry on 12/16.
- d. Watch for details the week before spring break regarding the PTO Families Recipe Book.

10. Adjourn

The meeting adjourned at 12:08pm CT. The next meeting will be Wednesday, January 6th at 11:30am CT via Zoom.