

**Oak Grove School Parent Teacher Organization
Meeting Minutes
Wednesday, March 3, 2021**

1. Call to Order

The meeting was called to order on March 3, 2021 at 11:33am CT virtually via Zoom. Attendees included:

Laura Reutzel	Donna Griffin	Lynsey Wolfe	Kate Byers
Allison Sherman	Liz Webb	Jina Rappaport	MaryAnne Korkut
Elizabeth O'Neill	Haeli Byrnes	Jill Procop	Raabia Khan Mohammed
Liz Howard	Jason Ehrick	Cathie DeMoon	Aayshah Mirza
Sarah Ali	Rachel Margelos	Kelli Kuypers	

2. Approval of Minutes

Minutes from February 3, 2021 were reviewed. Minutes were approved as distributed.

3. Report of Officers

- a. President (Laura Reutzel)
 - i. Thank you notes reviewed
 - ii. BOE "Meet The Candidate Night" will be held on Thursday, March 11 from 7-9pm. The event will be virtual and will be run similar to BOE meetings. The Oak Grove community can submit questions for the candidates via a form on the PTO website.
 - iii. A survey was sent to 8th grade parents to determine interest in "Countdown to Graduation" activities to celebrate 8th graders since Covid continues to impact Oak Grove traditions. Nearly 50 survey responses were submitted and 39 volunteers have stepped forward to help. 100% of respondents are supportive of in-person activities within appropriate Covid guidelines and 60% indicated they do not want any more virtual events.
- b. Vice President (Laura Reutzel on behalf of Beth Zender) - Report from the February 16, 2021 BOE meeting:
 - i. Bids are out for summer facilities projects and the front sidewalk. They will be presented at the March BOE meeting.
 - ii. The '21-'22 technology replenishment order from Apple needs to be placed early to account for pandemic-related delays.
 - iii. Teachers are getting vaccinated and OGS already aligns with the new CDC guidelines for schools.
 - iv. The OGS Teacher Association is conducting a survey of BOE candidates and the collected information will be shared with the voting community. The Association will not be endorsing a candidate/candidates.
 - v. There was an analysis of TAG and on-grade level students by demographics and the programs were found to be balanced and representative of OGS demographics overall. Also related to TAG, TAG placement in the 8th grade does not determine placement into Libertyville High School honors classes.
 - vi. Grades 3-8 IAR testing will be conducted in-person following Spring Break. Eagles@School will be remote the week following spring break to accommodate Eagles@Home in the building for their testing. Eagles@School will be tested the following week when they return to the building.
- c. Treasurer (Donna Griffin)
 - i. Revenue: \$100 from Amazon Smile and approximately \$2k from Marla's which is about half of what we'd expect in a usual month

- ii. Expenses: Student directory fees paid, starting to process reimbursements for the 5th grade boys and girls' events, Valentine's party reimbursements for grades K-4, processing check for \$1,500 for the City Love virtual assembly that will be paid the day of the event, 4 teacher reimbursements processed.
- d. Registrar (Lynsey Wolfe)
 - i. Continuing to work with Scott Blumberg to assess and recommend the best option for a new PTO laptop.

4. Report of Administration

Health Updates (Allison Sherman)

- a. The Covid positivity and incidence rate are very low for both 60048 and Lake County. Oak Grove continues to have cases, but the 6-foot social distancing capability at OGS is preventing any additional quarantine requirements beyond the impacted individual. The goal for the fall is the least disruptive learning environment that follows IDPH and CDC guidelines. This may or may not still include the 6-foot social distancing rule.
- b. Faculty and staff vaccinations continue. Of those who chose to be vaccinated, not everyone has received their second dose yet, but a staff survey revealed that the school is close to achieving herd immunity percentage among adults in the OGS system.
- c. The goal is to get as close to normal as possible for 8th grade graduation while offering a solution that treats both Eagles@School and Eagles@Home the same. Guidelines from IDPH regarding group sizes are evolving and will dictate what size group of people can meet in person if that is an option. Liz Webb will send out a meeting invitation for 8th grade parents for a virtual meeting on March 16 at 1:30pm to gather ideas from parents regarding 8th grade graduation. These ideas will be weighed against forthcoming guidelines from IDPH to determine a graduation plan.
- d. There was a question regarding use of school grounds for extra-curricular activities as the weather improves. This will be decided on a case-by-case basis and within the framework of IDPH guidelines, so reach out to Allison Sherman for approval.

Admin Updates (Liz Webb)

- e. The PTO-sponsored City Love virtual assembly will take place on March 12th. The assembly will be live and includes both at-school and at-home students. Thank you to Elizabeth O'Neill for helping to coordinate.
- f. The team is brainstorming ideas to keep kids engaged and excited outdoors. As the weather shifts, use of the fields will start again. A new bus seating chart was developed by Nurse Jen.
- g. The 5 Essentials Survey is a state survey that helps schools plan for the future. It is really important for parents to fill this out, so please take the time to contribute. Students and teachers also take this survey in different formats.
- h. Admin is surveying Eagles@Home families regarding who needs bus transportation for IAR testing. A problem with the survey link was reported and the link will be tested and resent. If any remote families have concerns about IAR testing plans, please reach out to admin to discuss. The IAR test is a 4-day process so it should be able to be completed in the 2-week period following spring break for Eagles@Home first and then Eagles@School the second week as previously discussed.

5. Reports from Standing Committees

- a. Teachers Liaison (Jina Rappaport) – Library punch list completed and the project is complete. The library space was used to interview principals last week and kids eagerly look through the windows. There was discussion about the deadline for teachers to spend their allocated teacher funds. Jina will ask teachers to submit their reimbursement requests by the end of May.
- b. Family Fun Scavenger Hunt (Laura Reutzler on behalf of Keli Likosar) – Registration is open for this virtual event that is taking the place of the dances this year. It is an all-ages event for the

whole family and will take place on March 13th at 7pm. See the Oak Grove News for additional details and registration link.

- c. Nominations (Laura Reutzel) – The search for volunteers for PTO Executive Board and Committee Chair positions is underway. Volunteers have stepped forward for all Executive Board positions and will be voted on in May. Committee Chairs for the current year will be asked if they want to continue on next year and then volunteers will be sought to fill remaining spots.
- d. Spiritwear (Laura Reutzel on behalf of Courtney Johnston) – The committee is working with Sports11 to host a spring spiritwear sale that will start after spring break. The items will include favorites from the fall sale as well as new spring/summer options. Also working with Sports11 to create a limited edition Oak Grove t-shirt with customization options such as name/jersey number.

6. Report from OGSEF (Raabia Khan Mohammed)

OGSEF is working to increase alumni involvement and recognition of alumni achievements. One way they are doing this is via social media and highlighting awards, accomplishments and recognitions of OGS alums. Reach out to OGSEF with any suggestions of individuals they could highlight.

7. Old Business

No old business.

8. New Business

- a. A motion was made by Raabia Khan Mohammed and seconded by Lynsey Wolfe to create an 8th Grade Countdown to Graduation Committee for the 2020/21 school year. The purpose of the committee will be to identify and implement activities to celebrate the class of 2021. The committee will base its plans on the previously discussed 8th grade parent survey and activities will include both Eagles@Home and Eagles@School. The work of this committee will focus on the period of time leading up to graduation and will not overlap with admin’s plans for graduation and a possible celebration in place of the typical dance. Motion passed by unanimous electronic vote. Contact the PTO if interested in serving as committee chair or chairs for this new committee.
- b. A motion was made by Cathie DeMoon and seconded by Lynsey Wolfe to request \$999 to fund a budget line item for the 8th Grade Countdown to Graduation Committee. PTO Committees start the year with a budget to work from, so this request will allow this committee to begin planning within the context of a budget. \$1k is currently earmarked for graduation and \$5k is earmarked for the dance, but these funds need to remain committed to those purposes until administration figures out how those events will be carried out this year. There was discussion about approving the funds now versus once activities are approved. Setting the budget in advance will allow the committee to begin work rather than waiting until the April meeting to conduct this vote. Motion passed by unanimous electronic vote.

9. Announcements & Questions

None.

10. Adjourn

The meeting adjourned at 12:20pm CT. The next meeting will be Wednesday, April 7th at 11:30am CT via Zoom.