

Agenda for the Open Classroom Steering Committee

9-10-2019 6:30pm in the Open Classroom Library

Expected Attendees **Absent**

Role	Name	Grade	Rep (Teacher)	Grade	Rep (Teacher)
Co-Chair (2021)	Ben DeMoux	K	?	4/5	Luke Loutensock (Hilary)
Co-Chair (2022)	Jen Ogzewalla	K	Cicely Stewart (Kristin)	4/5	Jen Higbee (O'Lynn)
Past Chair (2020)	Mindy Lokey	1/2	Aliska Julian (Tina B)	6/7/8	Alexandria McCauley (Julian)
Vice Chair (2022)	Joe Gibbs	1/2	Lee Rogers (Amanda)	6/7/8	Bradon Guymon (Lena)
Secretary (2021)	Glenn D'Costa	1/2	Telesa Nicholes (James)	6/7/8	?
Treasurer (2020)	Katherine Sharp	1/2	Anna Van Wagoner (Shelten)	6/7/8	Tara Thomson (Chantelle)
Principal	Christine Marriott	3/4	Lisa McBride (Mia)	Teacher Rep -- Little	Amanda
		3/4	Ben (Amber)	Teacher Rep – Middle	Amber
		3/4	Sharla Dunroe (Tina M)	Teacher Rep -- Upper	Lena

Additional Attendees

Lindsay V, Karen (Librarian), Catherine Kennedy (School Board member assigned to OC)

Steering Reps – please sit at the table with your name card. This will make it easier for voting. Community attendees are welcome at the table and at any other seats.

A. Information Items

1. Introductions – For this meeting, we will do brief introductions. Just your name and kid(s).
2. Calendar Items – At each meeting, there will be an opportunity to share upcoming events and calendar items with the community. Reps should then share this information with their classes.

Date	Event	Comments
09/12	OC Back to School picnic	Golden Spike travelling exhibit
09/13	Assembly prior to Walkathon	Assembly @ 2:30 PM Student will be given information about the walkathon Donation envelopes will come home on 09/13. They are due by 09/26 QR codes will be shared and you can scan them and donate online The target for this year is \$13,000
09/21 – 09/26	Spirit Week	
09/26	Walkathon	This is the actual day we will have the Walkathon
09/26	Sculpture Parade by The Upper	The Upper students are preparing a sculpture parade to raise awareness regarding climate change. This is on the same day as the Walkathon
09/26	Early Release Day	School closes at 1:15 PM
09/27	No School	Teacher Working Day
10/09, 10/10	PTKs	Short days
10/09, 10/10	Annual Book Fair	
10/17 – 10/21	Fall Break	No School
10/24	Picture Day	Lifetouch will be taking pictures

3. Acknowledgments – At each meeting we take time to make public acknowledgements of successes and exceptional people and efforts within the community.

Given By	Given To	Comment
Kat Sharp	Steering Exec	Thank you to Jen O, Ben D and Glenn D from the Steering Exec committee for working all summer to get the committees setup and then redoing most of them after the first week of school

Given By	Given To	Comment
Christine M	Penny & Jazaira	Thank you for organizing the before and after care at the beginning of school. It helps the parent to drop off their kids earlier on their way to work
Amanda S Karen (Librarian) Amber	Lindsey V	Thank you for organizing the beginning of school assembly and the school video. The kids loved it!
Jen H	Community Support Rep	Thank you for stepping up at the beginning of the school year
Lena F	Community Connections	Thank you for organizing the Back to School picnic
Mindy L	Steering Reps	Thank you for all the steering reps who came back for another year. It is great to work with you again Thank you for all the NEW steering reps. It's going to be a great year ahead

4. PFOE Budget Report – Treasurer

- The target for the Walkathon this year is \$13,000
- Steering reps need to emphasize the importance of PFOE to the new families. Some of the things that PFOE pays for are
 - Field trips. We have the most field trips compared to any publicly funded school in the valley
 - School supplies

5. Enrollment and Budget Update – Christine

- Budget
 - The district is still closing out last year's books
 - Last year we took about \$40,000 out of the carry forward fund. The carry forward funds are the school's savings which amount to about \$450,000. These funds are used to cover up the budget deficit
 - The amount of money coming from the district this year is based on last year's enrollment
 - Since the numbers were low last year, we will get less money from the district
 - This mean we will have to take some money out of the carry forward this year too. The exact amount might be close to \$80,000
 - The low numbers coupled with the increase in the Cost of Living component in the teacher's salary will mean we will have a tighter budget this year
 - The school has also received a Digital Teaching and Learning grant of about \$20,000 per year for the next 5 years
- Enrollment
 - There are openings right now in grades 1,2,3,4,5
 - Kindergarten is full and we now have the option of a full day K
 - Overall the enrollment is short by approx. 20 kids

6. Committees

- Introduce Committee structure
 - The erstwhile Coordination committee has been dissolved
 - Steering exec noticed that it was run just by one person and it was not working out
 - The following members have decided to take on the tasks of the coordination committee
 - Jen O: Alt Co-op, Community Support, Co-op, Philosophy
 - Mindy L: Library, Traffic, Yearbook
 - Kat S: Fundraising, Publicity
 - Glenn D: Visual & Performing Arts, Web
 - Joe G: Cafeteria, Community Connections, Garden
 - This main criteria for allocation to committees was based on the committee survey taken earlier this year. Those who did not fill out the survey have been placed into default committees. Default committees for Little is Traffic, Middles is Cafeteria and Uppers is Fundraising
 - If there are any concerns related to committee assignments, then the parents must send an email to coordinationchair@ocslc.org. This email account is monitored by all the Steering Exec members and they will be notified
 - Email addresses for the respective chairs of all committees can be found at the following link <http://ocslc.org/current-families/family-involvement/committee-descriptions/>
- Steering Exec request to Steering Reps -
 - i. Please distribute the agenda and minutes to your classes as you receive them.
 - ii. Please send a proxy from your class if you will miss a steering meeting.

7. Community Concerns

B. Discussion Items

Early Literacy Data - K-3 - Christine Marriott

- There is an emphasis for all kids to read confidently by the 3rd grade. Those who don't miss out on the instructions in the 4th and 5th grade
- The school is committed to a 3% increase in the reading abilities from the beginning to the end of the school year.
- The method/mechanism used to measure the reading efficiency will be Acadience (which is replacing Dibbels this year)
- Part of the title 1 funding that the school gets is used to pay for a reading specialist
- The early literacy funding is used to pay for a para professionals
- As a part of the initiative to increase funding for public schools last year, the OC will receive close to \$43,000 and we will be using this for our full time kindergarten and early intervention programs

Shared Governance Training - Christine Marriott:

- This was a presentation given by Amanda and Christine. We will share that shortly

Title I School Parent Compact - Christine Marriott

- There were documents shared in the meeting. Soft copies will be shared shortly
- At the next parent meeting, please encourage parents to fill out the application for the free and reduced lunch program. Even if you are above a certain income you can fill it. Based on the number of responses, there are funds allocated by the district to the school
- The link to the application is <http://ocslc.org/about/lunch-room/freereduced-lunch-application-information/>

Fundraising - incentivizing kids? - Kat Sharp

- The OC has a history of being collaborative and we do not incentivize competition between classes.
- This is some ways ties the hands of the fundraising committee
- The idea is to incentivize this activity for the entire school so that we could generate money for our fundraising events. For example, if we meet the Walkathon goal this year for \$13,000, then we could allow the parents to do a BBQ for the kids.
- Some reps believed this should be at a grade level and/or school level
- Reps must take this to their classes and note down various ideas and opinions

Meeting school needs - Lindsay V

- 22.1% are missing 10% or more school days (approx. 18 or more school days)
- Free and reduced lunch kids are 44% missing 19 or more days of school days
- Lindsey is asking for some ideas to increase attendance. Some of the ideas that were used earlier were
 - Carpooling ideas so that kids don't miss school
 - The carpool form is on the website at the following link
https://docs.google.com/forms/d/e/1FAIpQLSeTsPxiCizSldjFPxwmYY7wBDvi4MIK6unZEKR7k_qC_rWJFg/viewform?c=0&w=1
 - Glenn to see if we can capture these responses and list them
 - P.O.C.K.Y facebook page
 - Zip code parties

C. Decision Items

Approval of Minutes – We need to approve the minutes from the last meeting.
Kat started a motion to approve the minutes
Brandon seconded it

Before adjourning each meeting we will ask Representatives if they have any other items

Next meetings:

October 8, 2019

November 12, 2019

Dec 10, 2019

January 14, 2020

February 11, 2020

March 10, 2020

April 14, 2020

May 12, 2020

June 2, 2020 (If necessary)