

Ocean Avenue PTO

Engaging People. Building Community.

OAPTO Board Meeting Minutes

Date: April 9, 2015

Time: 6:15pm-8:00pm

Called by: Nanette Dyer Blake, OAPTO President

Directors in Attendance: Nanette Dyer Blake, John Gordon, Lisa Hicks, Julie Lannon, Katharine O’Neill, Erica Sabatino, Tobin Scipione, Jeannette Wycoff

Not in Attendance: Allison Ayan, Chip Gavin

Guests: Dr. Coursey

Location: Home of Nanette Dyer Blake

I. Welcome (Nanette Dyer Blake)

- Annual Appeal:
 - We met our goal of \$2,000

- March PTO Meeting:
 - Board debriefed the March PTO meeting – Jeff Beaudry discussed Smarter Balanced testing and the mock test went smoothly

- April PTO Meeting:
 - Sally Mitchell will be the guest speaker and talk about the arts curriculum at OAES and Side x Side grant programming

- May PTO Meeting:
 - The May PTO meeting will take place in the morning
 - The choir will sing for the teachers
 - Need to move the date to May 20th 7:30am-8:30am

- Upcoming Dates:
 - School Board Meeting: calendar changes for next year – April 28th 6-7pm
 - Board Meeting – May 7th
 - PTO Meeting – May 20th 7:30am-8:30am
 - Spring Fair – May 31st
 - Board Meeting – June 4th
 - June PTO Meeting – June 11th
 - Sea Dogs – June 18th
 - Last day of school – June 19th

II. Acceptance of Minutes (Erica Sabatino)

- Board voted to accept the March 2015 board meeting minutes as written

III. Director's Updates

- **Budget/Finance Update** (Chip Gavin)
 - There was no finance update as Chip was unable to attend the meeting
- **Enrichment** (Lisa Hicks)
 - Most enrichment classes will be ending the second week of May
 - Ukulele and Green Club will go into May
 - Possibly do a drumming workshop with Annegret Baier for the 2nd grade
 - 3rd grade performance tomorrow with Gretchen Berg
 - I'm Your Neighbor event postponed until next year
 - We need more food donations for the Spring Fair – Julie suggested contacting Cooking Matters and Dr. Coursey suggested working with Food Services who had chefs visit school and work with students
 - There will be two Art Nights to celebrate MAMM songwriting
- **Communication** (Katharine O'Neill)
 - Newsletter is going out next week
 - John to provide information about call banking
- **Nominating** (Julie Lannon)
 - Staff of the Month Award:
 - PTO will recognize Rick Nugent, OAES Head Custodian
 - Recruitment:
 - Julie has received feedback that prospective board members are concerned about having to make a financial contribution and support various PTO fundraising efforts in addition to time spent volunteering
- **Fundraising** (John Gordon)
 - Call Banking:
 - John, Chip, Tobin and David Farmer to attend planning meeting
 - David Farmer trying to get matching funds in the amount of \$1500

- We have enough callers and support people
- Form letter thank you
- Chip will cull the list to remove people who have recently given to the appeal
- Offering pizza and drinks to make it a fun night

- **Community Building** (Jeannette Wycoff)
 - PTO provided Panera Bread and homemade soup for Teacher/Parent Conferences
 - Jeannette and Katharine would like a banner that says Powered by the PTO for the Spring Fair/Bike Rodeo – need to check with Chip to see if there is money in the budget for this
 - \$1450 in the budget for the Spring Fair/Bike Rodeo
 - There is no line item in the overall budget for Communications
 - Jeannette made a connection with the Portland Fire Dept. for the Spring Fair/Bike Rodeo

- **Volunteers** (Tobin Scipione)
 - Need close to 40 volunteers for the Spring Fair/Bike Rodeo
 - Volunteers will be needed from 10:30am-1:15pm
 - April Shouts Outs for Stand Outs will be volunteers who made soup for Parent/Teacher Conferences

III. Adjourn