

Oak Knoll PTO
Minutes of the PTO General Meeting
October 25, 2023
8:15 - 9:15 AM
Oak Knoll STEAM Lab

2023-2024 Executive Board Officers Present:	
Meredith Nonnenberg, President	Celeste Lopez, Teacher Representative
Laura Low Ah Kee, Vice President	Alicia Payton-Miyazaki, Oak Knoll Principal
Lesley Geivett, Treasurer	Jennifer Baskin, OCC PTO Engagement Lead
Lisa Bunch, Secretary	
Suzy Francisco, Communications Chair	
Maren Gernitis, Auditor	

Absent:

Brenda Lo, Financial Secretary
 Karen Clancy, Oak Knoll Assistant Principal
 Becky Bullard, Parliamentarian

Quorum present:

Yes - PTO Board members listed above plus:

- Sally Loverro
- Tara Moeller
- Jon Moeller
- Tyler Geivett
- Cristina Gibbs
- Tim Gernitis
- Victoria Dorward

I.	Call To Order & Welcome	Meredith Nonnenberg
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The meeting was called to order at 8:19 AM by President Meredith Nonnenberg.

II.	President's Report	Meredith Nonnenberg
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- **Kindergarten & TK Welcome Event:** This event was a success with 93 new kinder and TK students, and 16 new families attending. There were twenty 5th graders that volunteered to help and overall, there was great participation with much excitement.
- **Parents Mix & Mingle:** Held at the Dutch Goose following Back-to-School Night, it was a nice opportunity for parents to have a chance to connect and was especially beneficial to have a time for families to connect across grade levels.
- **Community Connection Coffee:** 5 Community Coffees offered a welcoming first experience and having specialists & programs in attendance showcased what makes Oak Knoll special along with some of the magic happening in classrooms. Q&A with Nicole Scott was a highlight.
- **Fall Family Picnic:** Becky Bullard & Corey Binns chaired the Fall Family Picnic this year and did an amazing job. It was a simple, fun, amazing way for families to connect outside of the school days.

- **Library:** 98 parents were trained as library helpers. Melissa Nikolic has stepped in as the new Library Coordinator this year. Making changes to the signup system, she was able to add convenience for volunteers and make it more efficient.
- **After school programs:** The after school programs had a successful start to the school year with 435 sign ups, 253 unique students and 35 courses.
- **Athletics updates:**
 - **Volleyball:** Coach and parent meetings provided a touch point for after school athletics that provided more info about Oak Knoll values and helped set expectations for the season. These key values can be carried into athletics for students and coaches.
 - **Basketball:** Oak Knoll basketball is around the corner and registration is open for 3rd, 4th, and 5th grade boys and girls. There is a focus on the Oak Knoll community and the teams offer opportunities for students to connect with classmates.
- **Oak Knoll Book Fair:** Book fair is happening now and the gym has been transformed into a magical undersea wonderland. Students are excited to spend time exploring engaging new books and many thanks to Victoria Doward and Katie Davis for such an amazing job leading the Book Fair this year. Book Fair Family Night is on Thursday, October 26th.
- **Teacher Appreciation Committee:** Volunteers have been busy making sure teachers feel cared for and a luncheon was held on Monday, October 23rd to allow them to shop at the Book Fair.
- **Campus Improvements:** The outdoor stage has been built and is in the courtyard outside of the art room, offering a place for students to sit and read, lounge, play, etc. There are also now benches by the bike racks that provide seating and a space to gather.
- **Tree update:** PTO is pulling aside money from savings to memorialize the beloved oak tree which fell & had to be removed. There is an option to provide shade and we will do our best to add as much shade as possible. There is also an option to replace the tree with another fairly mature Oak tree. The irrigation plans will also be updated to make sure the tree stays healthy.

III.	OCC Distribution Recognition	Meredith Nonnenberg & Jennifer Baskin
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- **OCC Update.** Much appreciation to all volunteers and families, especially Sally Laverro that helped run the OCC this year.
- **OCC Funds Raised.** We were able to exceed 100% of our budgeted goal, Oak Knoll and should feel really proud to have this contribution. Jennifer Baskin, along with Alicia Payton-Miyazaki and Meredith Nonnenberg, presented a check for \$130,110.93, representing the funds raised and allocated to Oak Knoll, from the One Community Campaign.
- **OCC trends.** Year-over-year the income derived from the OCC has gone down and one thing to consider is how this amount is calculated. This budget is based on headcount along with additional considerations and the goal changes year-to-year.

IV.	Treasurer's Report	Lesley Geivett
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- **PTO budget updates**
 - Added \$5K to curriculum budget line item.
 - Otterwear increased by about \$13,000. The difference between incoming revenue and outgoing expenses is still \$1,000, as it has been in prior years. Otterwear is not intended as a money maker, but solely to promote school spirit - new that we're holding on to

inventory. Most orders are facilitated through pre-orders but the stock depends on the types of items. For example, sticker sheets must be ordered in bulk but shirts, hoodies, hats, etc. are through preorder with small amounts carried through inventory. There have been more pre-orders as a test this year in terms of inventory management.

- \$30K added to aesthetic durables for tree revamp project, \$35K is being pulled from reserved to accommodate
- We have 4 accounts total with current reserves totaling \$292K.
- The 2023-2024 Revised PTO Budget was reviewed at 8:38AM. Maren Gernitis moved to take a vote to approve the budget; Laura Low Ah Kee seconded the motion. The budget was approved by unanimous vote.

V.	Oak Knoll Administration Report	Alicia Payton-Miyazaki
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- Principal Payton-Miyazaki shared an update on the ways Oak Knoll is excelling in academic achievements, highlighting the ways staff are teaching and supporting our students, keeping in line with the Oak Knoll mission. The district focuses on three lenses: sense of belonging, strength-based approach, academic precision.
- **Belonging:**
 - Some of the opportunities offered for families to gather and connect: Community Coffees, Parent Book Club, Neurodivergent Parent Group, community gatherings including STEAM on the Knoll, Fall Family Picnic, Book Fair, Movie Night, etc.
 - EL and International Family Night community– life experiences bring those together that may have non-native English speaking families or children.
 - Heritage and awareness months are celebrated on KNOL and assemblies and speakers celebrate the richness of our community from Baile folklórico and Taiko drummers, award-winning authors, high school jazz bands, etc.
- **Strength-based approach:**
 - Staff works with DEIB coordinator Melissa Magee on professional development.
 - Additional ways this approach is implemented on campus: student empowerment through strengths, 5th grade squads and leadership opportunities, student advocacy and leadership, tool time on KNOL, Brave room, sensory supports, opps to celebrate the gifts of each child (example: Mr. A noticing a student that has a great interested in painting and art then asking that child to participate in a mural project)
 - Strength-infused curriculum on campus: community circle Mondays, collaborative learning, interdisciplinary learning, minute conference with 5th graders, teacher development.
- **Academic Precision:**
 - There is a focus on achieving equitable outcomes in education for all Otters with a data-driven academic strategy approach.
 - Instructional coaching and grade level professional development
 - In regards to Science, full implementation of the TWIG curriculum will impact our science score, and we are focused on supporting teachers and share best practices and include hands on opps
 - For Math, communicating reasoning data in grade 4 saw substantial growth attributed to practices with Mini-Mira.
- This year, 25 additional families signed up for International Family Night and hosting it prior to the Oak Knoll Book Fair Night may have positively impacted the attendance.

- Oak Knoll's academic performance continues to go up in all areas with Science being the lowest, Mathematics as the highest. We beat all of our pre academic data from 2019. Reading data was exceptionally high.

VI.	Adjournment	Meredith Nonnenberg
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President Meredith Nonnenberg adjourned the meeting at 8:58 AM.

Respectfully submitted,

Lisa Bunch
PTO Secretary