

Oster Elementary Home & School Club

Meeting Minutes

March 1, 2023

Oster Staff Lounge

Executive Board Members

Rebecca Taylor, President
Nicole Perakis & Elli Constantin, Co-Vice Presidents
Julie Quinn, Secretary
Christina Herrera & Melissa Lim, Co-Treasurers
Sandhya Moro, Auditor
Lisa Taormina, Principal

Call to Order (6:30 by Rebecca Taylor)

- Attendee Welcome
- Minutes from the January HSC Meeting approved with spelling correction (unanimous vote of board members in attendance: Rebecca Taylor, Nicole Perakis, Julie Quinn).
- Floor open for public comment.
 - None

Principal's Report, Mrs. Taormina

- Conference short days start tomorrow, spring conferences are optional for teachers and/or guardians who think it would be helpful to check in.
- Book Fair starts next week, everyone is very excited, always a favorite.
- Kids are excited about movie night, hoping for no rain.
- Mrs. Pesavento & Ms. Yu just came back from the California Distinguished School event discussed at the February meeting. It was very nice event and they brought back the award that is displayed at school and the school is planning an event for the community to share in the achievement.
- That event will most likely be a community picnic in May (tentative date, May 26th), attached to Hawaiian day to bring blanket, school will be open to families.
- Spirit Day coming up on March 24th - 1980s day!
- Staff has another PBIS training in the next month, they just geared up staff surveys for focus areas and needs as they begin to implement and launch.
- School norms and expectations - student council is making videos on what to do/what not to do (overseen by Mr. Hickey and Mr. Sinclair)
- Girls on the Run just started this week, we are all excited to get the team up and running.

Teacher's Report, Miss Gsoell & Mrs. Pesavento

- Miss Gsoell – no specific questions or comments from staff
- Mrs. Pesavento - Oster sent a survey to staff for things they need for emergencies and asking what HSC can do to be more successful. Results from that survey:
 - 50% thought increasing funding for enrichment activities and teacher appreciation.
 - Facilitating more parent involvement.

- Campus improvement, overwhelming, playground updated with cafeteria second and landscaping as third priority.
- There were specific requests for the library that will be specific to Ms. Yu.
- Staff appreciates the outreach HSC has done to get people involved – reaching out for volunteers, movie night (they loved getting to vote on movie), book fair, etc.
- Mrs. Pesavento - Regarding Scholastic News, historically HSC has funded, HSC confirmed that it will be for 2023/2024 budget (draft to be presented at future meeting)
- Mrs. Pesavento - for 3rd grade, they are wondering if they can reprogram unused field trip money if they end up not spending their application. used, can they be reprogrammed. Teachers noted again that when teachers have more advanced notice, which they will have for 2023/2024, they will start booking field trips in August.
- Rebecca asked for specific comments and budget estimates be shared so HSC can be responsive to survey and potential 3rd grade fund reallocation needs so HSC can be responsive; she reiterated that HSC is happy to entertain enrichment alternatives for unspent line items. The HSC Board has noted at meetings in the past the desire to allocate money for student enrichment, so requests that provide such opportunities for students should be ok.
- Parent noted that students love the field trips, offer of parent time to help coordinate – Mrs. Pesavento noted that that's a larger conversation and suggested continuing at a future time.

Officers' Reports ([Link to presentation](#), includes details)

President – Rebecca

See presentation for details of presentation. Highlights and discussion included below:

- Shed and kinder sheds cleaned, super important to keep it organized and room for new Equipment needed (particularly to kinder)
- Survey, see presentation.
- Budget – we have money to spend (over \$400k) and to be good stewards, want to plan for spending. What were thinking to do:
 - Enrichment activities:
 - we couldn't get music this year but will line up for next year.
 - We have found that onsite environment activities run about \$30/student, which is within the budget we had planned for music.
 - Teachers will need to be looped in to make activities happen and HSC is happy to help where we can. This ball is rolling. From teachers' perspective, spring is a hard time and it might be a stretch to get it done this year. If there is parent volunteer help, that might help happen. Having the list of options is a great resource, a great starting point. Rebecca suggested that HSC could just schedule and teachers can opt in, which might be easier and actually happen. Think of it as more of an assembly, pick a slot and people who can attend. But, HSC needs direction from teachers about what would be a good fit for certain grade levels.

- Kinder Playground - there is a plan forming in collaboration with the district. HSC needs to program \$50k for equipment and install. We are asking district to deal with drainage and remove concrete and then.
 - Vote to approve \$50k allocation of HSC funds for the kinder playground.
Approved unanimously. Note, the vote taken by all meeting attendees was approved unanimously for consensus, but it is the voting board member votes with the fiduciary responsibility to make HSC budget decisions.
- Landscape Refresh, proposed budget \$60k. There is a landscaper who will design and project manage, this project will not need volunteers. Areas we are talking about – front driveway and in front of the cafeteria and flower boxes. Discussion included:
 - Parents love the idea of it being prettier; expressed concern about the maintenance of the landscaping because the district mow and blow doesn't have skill to maintain.
 - Mrs. Taomina and Rebecca have a meeting with the district maintenance person to discuss. Mrs. Taormina noted that there are several issues to discuss with the district, including following contracting requirements, water needs/if there's the desire/ability to add drip, maintenance, other potential capital projects being planned at the district, etc. They'll find out more and learn more about the vision of the district. We will also talk to the district about if they'll contribute any funds.
 - Board member noted that bond was just passed. District spends thousands on water; the district might be more receptive next year.
 - Rebecca noted that there is already irrigation in all of these areas
 - Vote tabled for after the meeting with the district.

Vice Presidents - Nicole

- Events through rest of year
 - Book Fair, week of March 6th
 - Movie Night, March 10th
 - International night, April 19th
 - Walk-a-thon, April 21st
 - 4/28 Room Parent Appreciation (recruitment) Donuts & Coffee
 - 5/12 Parent Appreciation Event (flower bar and spritzers) Upper Grades Garden, TENTATIVE
 - 5/24 Open House End of Year Ice Cream Social & Silent Auction 5:30-6pm
 - 5/26 Hawaiian Spirit Day Distinguished School Otter Pop Celebration at Lunch (Oster sponsored, not HSC)
- Walk-a-Thon (4/21)
 - Planning is going well.
 - Online fundraising in Membership Toolkit has been tested and looks good.
- They are touching base with chairs of fall events to see if they're planning to lead next year, Harvest Fest is the biggest event and Education Fund is the biggest fundraiser. Nicki has

confirmed that she will help with Education Fund (campaign likely to be renamed).

Treasurers - Rebecca

- Science camp payments coming in, in good shape.
- See presentation for budget detail; there are funds to spend, see above for discussion of ideas/options discussed.
- Some additional items requested and approved for 2022/2023 year: Teacher requests for walkie talkies (for enhanced emergency preparedness, \$10k) and headphones and more playground equipment (balls, jump ropes, etc) – all totalled about \$25k

Secretary – Julie

- Rebecca noted that we sent our first email through Membership Toolkit. Julie noted that the open rate is 75-80%, so it is well worth sending emails and making sure we set ourselves up this summer to drive engagement for the 2023/2024 school year (getting guardians to register their Membership Toolkit and update their information).
- Reminder of social media pages, website (pointed out improvements John and Vibhor made to homepage highlighting upcoming dates/events, and timeline to submit flyers and items for Mrs. Taormina's newsletter.
- For all flyers, posters, etc. include "presented by Oster Home & School Club" or similar. We want families to see everything HSC does, laying the groundwork for fundraising and volunteer engagement.

Committee Reports

Book Fair - Penny, on behalf of Christina Herrera & Melissa Lim

- We will have a full book year for the first time since COVID week of March 6th
- eWallet again this year
- Fundraiser for the library, last year raised \$11k (2,400 books) and the goal for this year is 2,500 book
- Volunteers needed for set up and sales shifts.

Movie Night – All food trucks they had last time + Mr Softie and coffee guy is coming, second go around is a lot easier, hoping for no rain but will make the call to cancel for rain if needed.

International Night - Nicole

- Next Wednesday is the second planning session (they had a great turnout at the first event), 16 counties represented so far, they're working to get food trucks

Yearbook – Marsh

- She thinks she's found a yearbook lead for next year and a bunch of people to help support her, it's a Kinder parent.
- Suggested a button on the HSC homepage for yearbook sales, they have 35 more available for sale.

Field Trip Liaison – This is a potential position, there is someone interested.

Announcements/Q&A

- Next Meeting: April 5, 2023 at 6:30 PM in the Staff Lounge ([childcare will be provided](#))

Adjournment (7:40pm)