



**OTA Parent Foundation
Meeting Minutes
10/05/2022**

Start time: 6:00pm

Attendees in person:

Claire Taulbee (President)
Amy Stewart (Secretary and JAT chair(Events))
Celeste Hansen (Communications Coordinator)
Annie (Treasurer)
Sarah Bowen (Staff Representative)
Mike Sardone (Parliamentarian)
Cecelia (Volunteer Coordinator)
Sarah Piehet (Webmaster)
Sally (Vice President)

Del Raymond (parent)
Shiela (parent)
Andresa Beca (parent)
Maya (6th)
Mariam Hosseiny (parent)
Maya (6th)
Tracey Beel(4th)
Ashlee (mom/8th grade room parent)

Attendees on Zoom:

Devon Phillips (Principal/Executive Director)
Linda (Auditor)
Megan (Gala Chair(Fundraising))
Amy Hamric
Sylvia Zepeda
Claudia Gardner
Shirin Kheshti
Laura Marcelletti-Stephenson
Kaitlin
Kate Johnson
Mariana Vasconcelos
Judy Beth-Taylor
Nate
Yvette Moreno-Parusheva

Diana
Miriya Smith
Mariam

Middle School Dance

Andrea (8th grade dance/room mom)

Nate and Stella (won 8th grade t-shirt design)

- Looking at multiple venues. (possible February 10, 2023 6-9 as a date and time)
 - Requesting vote for approval of date and for the donation amount at start to stay at \$500
 - 1st: Annie and 2nd: Amy
 - No: 0
 - Abstentions: 0
 - \$500 budget passed for 8th grade dance
 - Asked to have them specifically to email for fundraiser options to Claire, Devon and Annie
- Asking to increase the \$500 payment for the middle school dance
- Asking if we can do individual fundraising per class?
- 8th grade room moms want to make a list of things "looking for" for 8th grade
- Mr Philips is going to do a highschool information night

Claire Taulbee (President)

- Asked for objections of moving the Foundation to move to the 1st Tuesday of the month
 - 1st: Celeste 2nd: Cecelia
 - No/Abstentions: 0
 - Motion approved to move the meeting to move the Foundation meeting to the first Tuesday of the month
- Community building: online report created online. Putting requests directly to the Foundation
- Ask for boxtop account: it is now available to you on the website (under the Foundation tab on the website)
- Second round of clean up for kinder/first and for graduation gowns
- We need an inventory of the amount of graduation gowns we have
- Lost and found bucket is overflowing - please look through it - anything that is not taken by movie night, we will move it to donation file
- Faculty and staff support: we have room parents for each class already
- Wish list items are still coming up (we are trying to still figuring out funding for all of them)
- Needing to make sure that all of the things donated stays in the school/classes they were given too
- Classroom events: driven by the classrooms - we are here to support you.
 - Started Moms night out, providing lunches for the teachers
 - 8th grade is working on 3 different events to improve OTA

- 8th grade looking for planters and (they are willing to fundraise - but they want to know the correct way to ask for things) - Foundation asked for numbers and a report to be able to ask for things in the school
- Annie recommended that the students to come to the Foundation Meeting to ask for them to fund something
- Has a form on the website for a request for the Foundation and asked to send it to the middle school teachers.
- Someone asked to have text messages instead of emails to all of the parents (we have used simple text in the past)

Sally (VP)

- Grant update: 6 volunteers are for the the group - they have 3 grants they are working on
- They need help with helping for grants that we are eligible for (going through what we are or are not eligible
- She is going to help with the gardening to look for grants to help with the gardening. They are applying for
- Hip hop academy has lots of racks, and they are going to use the racks for the uniform sales to make it more organized

Amy Stewart (Secretary and JAT chair)

Secretary: motion to approve minutes from 9/22 meeting

Motion to approve: Mike approved, Sarah seconded

No: 0

Abstentions: 0

Minutes approved

Jog a Thon:

- We had 27 sponsors this year and raised so far \$10,250 from the sponsors (which is a little off from what Annie has (but I have the checks and cash for her that will add up to the \$10,250 and even us out financially from what Annie's amount said
- I also have \$ for extra tshirt orders
As of right now we are at 40% of our goal at \$19,863
- Alexa Chan (a 5th grader) won our JAT design contest
- We are still in need of volunteers to help the day of, asked people to email me if you are interested in volunteering
- Going to make a "thermometer" for everyone to see the progress

Celeste Hansen (Communications)

- We are trying to push information not only through room parents but on multiple social media platforms (FB and instagram)

- 1st communications committee meeting - to know where things are getting posted
- She started posting company blast outs for the facebook for shout outs/thank you
- Lunch duty is still trying to get figured out - opened now up to all grades (need to have volunteer packet)
- 1st grade is having an "un" field trip at the end of the month to the Pumpkin patch

Annie (Treasurer)

- Beginning balance: 70,166.65 and ending balance now is 77,096.62 and with pending balance: 88,936.92
- We have two bank accounts right now and Annie is working on closing one of the accounts to simplify the accounts
- Claudia is working on the transition plan to get her on board to take over the treasurer position next year

Sarah Bowen (teacher liaison - filling in for Mrs VanWerden)

- Was asked a question on the whole to where and how we are going to get back to field trips
- 2nd grade went to museum today and 3rd grade working on going to zoo.
- Claire has asked that the teacher liaison gets with all of the teachers and figure out what we are going to do with field trips going forward
- Veterans Day (What are our plans as an organization)

Cecelia: Room parents in place, and they are trying to get more volunteers

- Wanted to make sure the parents know there is a difference between the volunteer requirements for in the building vs. volunteering for outside/off

Sarah Piehet (webmaster)

- Texting working from the Edlio website - and will start soon to inform the parents via text
- Calendar - we have access for events - we are going to move the foundation calendar to the events calendar to have everything in one place
- They also updated the volunteer tab to have everything they need
- Adding in pictures for the different events that we have going on right now
- Was asked to add descriptions to each event to what it is and who is responsible for it.

Mike (parliamentarian)

- To change the bylaws and to vote next month - to add in 1. Events chair 2. And to change stream and steam and taking all the terminology to stem only
-

Linda (auditor): we are going to look for a new full time auditor and Linda is willing to train and support

Megan (fundraising/gala):

- Hoping to connect with Annie to determine budget, what scale of the gala we are able to do and to see if we can do the cosmopolitan

PARENT QUESTIONS/COMMENTS:

Del Raymond - wants to make sure that each child is able to raise at least \$100 in 8th grade class due to Mrs Fernandez trying to raise money for the field trips

End time: 7:42pm