

# O'Hara Elementary PTO Meeting Minute

February 10, 2017

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*Meeting was called to order at 9:19am and adjourned at 10:10. Approximately 30 people were present, including PTO officers Dana Rofey, Carrie Work, Faith Moser, Tonja Condron and Sarah Shaffer.*

## **Spirit Sale – Online February 13<sup>th</sup> – 27<sup>th</sup>**

- The online only spirit sale will begin Monday, February 13<sup>th</sup> and will remain open until February 27<sup>th</sup>.
- Items for sale will be on display at the school, and available for viewing at the 4<sup>th</sup> Grade music program and the Kindergarten Orientation program.
- Thank you to Susan Buchman and Friday Marketing for coordinating.

## **Valentine's Day Class Parties**

- Classroom volunteers MUST have name on spreadsheet circulated by homeroom parents or will not be allowed entry to school

## **O'Hara Administration Update (Mrs. Batis and Mr. Edwards)**

- Lunch/Recess Update
  - Have clarified some of the issues raised at prior meeting.
  - Lunchroom is notably less chaotic, but still a work in progress.
  - Two additional monitors have been hired, with two more anticipated.
  - Discussion re training for monitors (school specific expectations) and parent volunteers (positive reinforcement).
  - Request has been put in to remove paper recycling bin to a location away from recess area due to potential safety concern.
- Status of Schedule Changes
  - Changes to building master schedule have been implemented; result is additional instructional time.
  - Homeroom teachers were to notify specific changes impacting their students (such as changes to special days).
- Update on Planned Building Renovations
  - Construction is tentatively set to begin the day after school ends and will follow a phased approach culminating the following summer.
    - No summer camps will be held at O'Hara during construction
  - Phase 1 will include the Commons Area, Library, Art Rooms, Administrative Office Area and some soundproofing for the cafeteria to reduce noise in computer lab.
    - Art Rooms will be moving to the lower level so that all homerooms can have classrooms with windows/natural lighting.
    - Current plan for the Commons Area is to create a flexible learning area to better utilize space available.
    - Mechanical/HVAC systems and lighting will be updated in classrooms while school is in session, resulting in need for "swing spaces" as classes are temporarily relocated. This will include the digital dream space, which will not be in use while the space is needed.
  - The playground and parking lot will be included in the renovations.

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- Facilities representatives will be providing additional details at March Principal Coffee Hours (dates/times to be announced).

## PTO Board Update

- Treasurer Tonja Condron presented the 2016-2017 Budget (attached).
  - Anticipated expenses are consistent with prior years, with some notable exceptions in the Learning Support category, including:
    - \$7,000 allocated to Art Department, which includes new display boards to be used throughout the year, as well as funds for TAG prints and materials to be updated.
    - A teacher “mini-grant” fund has been established. In addition to previously approved expenses (ink/toner for large format printer, datebooks for students), this year’s fund includes an additional \$500 which teachers will be able to use for curriculum-related expenses.
    - The PTO has agreed to allocate \$16,000 to assist the school in the roll out of Chromebook carts for each classroom. The PTO will purchase 2 carts this school year, and 2 carts next school year. The district will be purchasing 1 cart this year, and 2 next year. This will result in a total of 7 carts, one for each grade and the library.
      - Question re: use of iPads over Chromebooks. Technology integration to be discussion at future PTO meeting.
    - The PTO will be establishing a teacher supply closet for consumables like Kleenex, hand sanitizer, etc., as well as some supplies for students whose families may need assistance.
    - The PTO has also set aside a “scholarship” fund to cover the cost of extracurricular activities offered at O’Hara (such as Math Pentathlon, Chess Club, etc.). This fund will be administered discretely by the school.
  - The 2016-2017 Budget also allocates the bulk of the “reserve funds” from prior years to the playground and greenhouse renovations.
    - The beginning bank account balance at the start of the school year was \$128,808. The anticipated ending balance will be \$17,539.
      - The remaining balance will include reserve funds held for the library and Shawn Neville Character Award, as well as \$5,000 operating expenses for the 2017-2018 school year.
  - Motion to Approve 2016-2017 Budget unanimously approved.
  - The Board would like to thank Sydney Bryant for her assistance reviewing past income and expenses to assist in developing the current year budget.

## Volunteers Needed

- Hospitality Committee Seeking New Members
  - Committee is responsible for organizing refreshments for Open House and planning the Teacher Luncheon.

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- Contact Faith Moser at [faith@faithmoser.com](mailto:faith@faithmoser.com) or Tonja Condron at [tonjacondron@gmail.com](mailto:tonjacondron@gmail.com) for additional information or to express interest
- Library Volunteers are appreciated (clearances required).
  - Search email is TheRehakFamily@gmail.com at [signupgenius.com](http://signupgenius.com)

## Upcoming Events

**Backpacks for Hunger Benefit Concert** – Saturday, February 11<sup>th</sup> at Fox Chapel Presbyterian Church.

**PALS** - The next PALS meeting will be held February 22<sup>nd</sup> at 9:30am at the Market District Café. Details at [palsinfo.org](http://palsinfo.org)

**District Forum** - The next District Forum will be held Tuesday, February 14<sup>th</sup> at 9am in the LGI room at the Fox Chapel Area High School. The topic will be technology. More info at [foxchapeldistrictforum.com](http://foxchapeldistrictforum.com)

February 14 – Valentine's Day Class Parties

February 17 – NO SCHOOL

February 20 – NO SCHOOL

March 3 – Read Across America Event (5pm – 8pm, Barnes & Noble)

March 8 - Art Show (5pm – 7pm, Commons Area)

March 17 – PTO Meeting (9:15 am, Auditorium)

March 23 – Multicultural Fair (5:30 – 8:30)

March 24 – NOON DISMISSAL

## INCOMING KINDERGARTEN CLASS – DATES TO NOTE!

### Pre-Kindergarten Story Time

Last Names A-K: February 9, March 9, and April 20 @ 2 p.m.

Last Names L-Z: February 10, March 10, and April 21 @ 2 p.m.

### New Kindergarten Parent Orientation Meeting - February 21 – 6pm

### District Wide New Kindergarten Registration

February 27 – 4pm – 6pm @ Sharpsburg Community Library

March 1 - 4pm – 6pm @ O'Hara Elementary

March 4 – 9am – 2pm @ Dorseyville Middle School