

Oak Knoll PTO  
Minutes of the PTO Executive Board  
October 14, 2009

**Present:**

**2009/2010 Executive Board Members:**

Phil Ekedahl, President	Valerie Ambwani, Parliamentarian
Carolyn Bowsher, Vice-President	Carolyn Heller, Resources Chair
Monica Bosch, Secretary	Karen Wang, Communications Chair
Mark Baker, Treasurer	David Ackerman, Principal
Allison Chao, Financial Secretary	Maria Hilton, District Board Liaison
Sheri Simmons, Auditor	Maria Clemo, Vice Principal/Teacher Rep.

**Guests:** MaryAnn Levinson

**Absent:** None

**I. President Phil Ekedahl called the meeting to order at 8:16 am.**

**II. Approval of Meeting Minutes – Monica Bosch**

- A. Approval of the September 9, 2009 Executive Board Meeting Minutes
- B. Carolyn Bowsher proposed to approve the meeting minutes and Carolyn Heller seconded.
- C. Unanimous “Ayes”. Motion passed as carried.

**III. Bike and Traffic Safety Presentation – MaryAnn Levinson MP Bike Commissioner**

Goal: Increase the number of families riding and walking to school and to provide a safe and effective environment for them to do so. We currently have about 170 children riding their bikes to OK everyday.

Proposal: Allocate \$2500.00 in PTO budget to support a committee/program that will educate and improve the safety of our children and parents riding and walking to school.

OK will continue Bike Safety Week including the safety assembly and bike rodeo for grades 3 thru 5. K-2 will continue to be left out due to budget constraints. Need to find the money to include the lower grades in a safety program. Program would be highly parent volunteer dependant to keep costs down.

Comment: Discussion ensued on biking to OK safely. Individuals felt that there was a need to have a designated bike path for children to be inside a bike lane. An approved class one bike lane is a legality issue. You need a classified amount of space on the road to have bike lanes included on the street. Currently road space is limited.

Comment: Beefing up crossing guard locations and adult supervision. Getting parent volunteers for crossing guards is problematic and difficult because of the need of consistent and dependable participants. Can we hire vs. volunteer? Can we have a committee for the

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volunteers where the crossing guards are interviewed and given the “job”. Issue will be looked into more.

Approval of the proposed \$2500 will be added to the budget discussion / approval later in the meeting.

**IV. 2009/2010 PTO Budget - Mark Baker**

**A. Action:** Board to discuss and approve proposed 2009/2010 Budget DRAFT

**B. Changes/Additions from last draft:**

- Addition: Bike Safety Program - \$2500 for 2009/2010 school year.

- Book Fair numbers increased from last draft. –An estimate of \$8000 income will be generated for the school. The majority of the funds will be used to purchase books. In addition a line item was added to track the expenses of the fair.

- Increased PTO membership drive funds from \$150K to \$170K.

- Fall Fiesta came in \$600 under budget.

**C.** President Phil Ekedahl asked for a motion to approve the proposed DRAFT of the 2009/2010 PTO budget.

a. Monica Bosch proposed; Valerie Ambwani seconded.

b. Unanimous “Ayes”. Motion passed as carried

c. Budget will now go to the General Membership for Approval on October 28, 2009

**V. District Update - Maria Hilton**

**A. Board meeting update: Curriculum and testing scores**

The District continues to see improvement and growth in scores but we still have work to do in bringing up the achievement gap for under performing groups. Need to look at the total child beyond just the score in trying to embrace them and improve their success in school.

**B. Adoption of new Math Curriculum.**

**C. Updated demographers data.**

**VI. Oak Knoll School Update – David Ackerman**

**A.** Test score analysis – Site council meets tonight and will draw up a plan to further improve our scores and bring up those groups who are not yet proficient.

**B.** Reading: 86% of our students are at Proficient and Advanced levels

**C.** Math: 89% of our students are at Proficient and Advance levels

**D.** Highly recommends that parents read the book NurtureShock: New Thinking About Children by Po Bonson and Ashley Merryman. He also encourages parents to attend the talk hosted by the Foundation where Mr. Bonson will be speaking.

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- E. Sun screen for over the Kindergarten lunch tables has been committed to and ordered.

**VII. Membership Drive Update - Karen Wang**

- A. The Membership Drive was a success. 84% of parents donated. Average donation was \$250 per child.
- B. The largest draw back was the confusion around what was the membership drive versus a fundraiser? Next year we will call it a fundraiser.
- C. Kindergarten parents will receive a special information/orientation of what the PTO is. It is proposed that this will occur at the K welcome. The presentation will include a description of all the PTO functions and events as well as information on where PTO dollars go.
- D. Carabiners helped to increase contributions by 5%. Every child received a carabiner whether it's family donated or not.

**VIII. PTO Council Update – Carolyn Bowsher**

- A. PTO membership drives across the district were all successful in meeting their budget goals but numbers show participation was down at several of the schools.
- B. PTO Council looking at implementing a standardized web site for the district.

**IX. Additional Fund Raising- Phil Ekedahl**

- A. Many community businesses and causes come to the school proposing opportunities for additional fund raising programs using their products or services.
- B. At the present time the Board feels we do not require any additional fund raising events. We will continue with our core events already established.

**X. Meeting adjourned at 10:10am**

Respectfully submitted on October 28, 2009  
Monica Bosch  
PTO Secretary