

Oak Knoll PTO  
Minutes of the PTO Executive Board  
November 18, 2009

**Present:**

**2009/2010 Executive Board Members:**

Phil Ekedahl, President	Valerie Ambwani, Parliamentarian
Carolyn Bowsher, Vice-President	Carolyn Heller, Resources Chair
Mark Baker, Treasurer	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
Linda Cotter, Teacher Rep	

**Guests:** Karin Riley  
Kyle Vogel

**Absent:** Monica Bosch

**I. President Phil Ekedahl called the meeting to order at 8:10 am.**

**II. Approval of Meeting Minutes – Phil Ekedahl**

- A. Approval of the October 14, 2009 Executive Board Meeting Minutes
- B. Carolyn Bowsher moved to approve the meeting minutes and Mark Baker seconded.
- C. Unanimous “Ayes”. Motion passed as carried.
- D. Approval of the October 28, 2009 minutes of the General Membership.
- E. Moved to approve the meeting minutes and seconded.
- F. Unanimous “Ayes”. Motion passed as carried.

**III. Noteworthy Art update – Karin Riley**

This year we had over 1,200 student orders. Printing costs were considerably less due to a new supplier, CopyDox. Net income is estimated at \$13K. Karin and Ann would like to chair the committee for next year and will consider some changes this spring for the coming year.

**IV. Finance Update – Mark Baker**

We have over \$210K in cash available. Revenues and expenditures are on target. Carolyn Bowsher asked if we should be putting money aside for any large capital expenditures like new laptops for the teachers (they are currently 4 years old). David was asked to put together a list of potential expenditures that could come up over the next few years and present them at the December meeting. The PTO is currently responsible for paying for the new projector for the gymnasium (\$7-10K) and the awning for the kindergarten eating area (\$8K).

**V. District Update – Maria Hilton**

At the last board meeting each school submitted their school site plans. There were two themes that come out: 1) How do we capitalize on our good test scores and continue improving them? 2) Focus on the low socioeconomic subgroups by looking at the individual child and improving our instructional practices.

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Financial: Ken Ranella made a lengthy presentation which covered: what we all value in our educational programs; where we have seen erosion due to financial burdens; where we need to determine future choices; and to make sure that we stabilize areas or erosion if possible. The district is beginning to poll the community to see if there is support for a parcel tax.

**VI. School Update – David Ackerman and Maria Clemo**

Construction: Classrooms are on schedule but the gym is behind due to the complexity of the roof.

New Report cards: New online system started this trimester. Teachers should have 2 new goals for each student to be presented at conferences. There are added additional assessments for reading at each grade level.

One on One meetings - David, Maria and the resource teachers have met with every teacher to discuss all students. If necessary, resources will be reallocated to help specific students and/or begin the student study team process. These meetings have been very helpful to keep everyone on the same page and focus on those students that need additional support.

Student Council: Friday is the first spirit day. There will be two more spirit days later in the year. The student council will be interviewing teachers and PTO board members and display those interviews on the PTO bulletin board.

**VII. Site Council and PTO Council updates – Carolyn Bowsher**

The district wide directory is finished and has been distributed. Next year we will return to individual school directories.

The Site Council and David are looking at ways to support the Tinsley students. Possible ideas are changing bus schedules so that they can stay longer on Thursdays and getting them more involved in after school programs. Carolyn emphasized the need for all of us to help these students feel more comfortable within the Oak Knoll community by assisting with carpools and inviting them to play dates and birthday parties. There will be more information coming from the Site Council soon.

**VIII. Website – Karen Wang**

Karen is working on redoing the Oak Knoll websites. She will combine both the school site and the PTO site. She hopes to have it up by winter break and will be sending a link to the draft site for the board to review.

**IX. Parent Education – Carolyn Bowsher**

The EQ vs. IQ meeting was very successful. David and the school counselors are working on a few workshops for the spring to educate parents on what the school philosophy is and what they are doing in the areas of social development and discipline.

Minutes taken by Phil Ekedahl and edited by Monica Bosch.

Submitted on December 1, 2009  
Monica Bosch  
PTO Secretary