

Open Classroom Steering Body Minutes

January 10, 2023 @ 6:30pm ZOOM Meeting

<https://slcschools-org.zoom.us/j/81454476992?pwd=ZEtEen1aFBYN1NFQTBFBZW80a0VQUT09>

Attendees:

Attendees: Absent highlighted in blue

Role (Term until)	Name	Grade (Teacher)	Rep	Grade (Teacher)	Rep
Chair (SY 22-23)	Tim Kryselmire	Kindergarten (Mia)	Jaki Wadsworth	3/4 (James)	Cicely Stewart
Co-Chair (SY 23-24)	Alejandra Acosta	Kindergarten (Tina M)	Christopher Wilson	3/4 (Chantelle)	Ana Sanchez
Past Chair (SY 22-23)	Aliska Julian	1/2 (Shelly/ Kristin)	Michael Nguyen	Upper (Lena)	Sarrah Connole
Vice Chair (SY 24-25)	Danielle Polk	1/2 (Jamie)	Michelle Poe	Upper (Julian)	Amber Alvey
Secretary (SY 24-25)	Aileen Hampton	1/2 (Tina B)	John Hall	Upper (Hillary)	Mike Lowe
Treasurer (SY 23-24)	Maile Cowley	1/2 (Amanda)	Carrie Kikuchi	Little Rep Teacher	Amanda Sutton
Principal	Karen Holman	3/4 (O'Lynn)	Luke Loutensock	Middle Rep Teacher	O'Lynn Elliott
				Upper Rep Teacher	None

Additional Attendee: Brianna Mcgillis, Fundraising Committee

Takeaways:

Calendar - Share with parents by email

Corporate Sponsorship Fundraising Proposal – Take to classes to prepare to vote next month

Information Items

A. Introductions

B. Announcements

- a. OC 45th Anniversary – Contact Exec to help with planning this celebration.
- b. SCC Elections - 2 open seats coming up. This is the last year for Tim and Aliska. We usually meet twice a month, plus Steering Body Meeting. Nominations in April and elections in May.

C. Calendar Items

- a. At each meeting, there will be an opportunity to share upcoming events and calendar items with the community. Reps should then share this information with their classes.
- b. (The projected calendar for SY 2022-23 is provided below. **Steering Reps, please especially share with your classes the dates/events/calendar items highlighted in yellow in the table below**)

Date	Time	Event	Comments
11-Jan	4:30pm	SCC Meeting	Zoom
11-Jan	6:30pm	Prospective Parent Information Night	In the OC Library Tell your friends!
16-Jan		Martin Luther King Jr Day	No School
1-Feb	6:30pm	Prospective Parent Information Night	In the OC Library Tell your neighbors!
7-Feb	1:30pm	Early Release - PTKs	
8-Feb	1:30pm	Early Release - PTKs	
8-Feb	4:30pm	SCC Meeting	Zoom
17-Feb		Asynchronous Day	School At Home
20-Feb		President's Day	No School
21-Feb	6:30pm	Steering Body Meeting	

D. Acknowledgments

- a. At each meeting, we take time to make public acknowledgements of successes and exceptional people and efforts within the community

Given By	Given To	Comments
Carrie		Librarian for her efforts to help children pick out books
Aileen		Parents and everyone who came to a wonderful Solstice Celebration

E. Procedural Notes

- a. Anyone making a motion will address the Secretary and dictate the exact statement of their motion that they want recorded into the meeting minutes before the motion is seconded and/or discussed to be voted upon. Amendments will be similarly dictated and/or confirmed by the secretary. The Secretary will read out the final version of the motion prior to the vote commencing.

F. Enrollment & Budget Report Karen - Principal

- a. We gained two students in December, and two more this week! We are on the upward trend.
- b. Budget is looking good. Still on track and preparing to purchase new curriculum at the end of the year.

G. Discussion Items

- a. **Corporate Sponsorship Proposal** – Brianna McGillis (Fundraising Committee)

- Hoping to raise additional 5 to 20K for staffing budget
- OC is a Title I school (35% of students qualify for school lunch), so we can really use additional funds that don't come from families

Needs: - Another person in library, full-time music teacher, administrative staff

- Could also use more Before/After school staffing – unique need for OC as a commuter school
- Reading curriculum will cost up to 50K at the end of this year
- Get up to a 1:1 computer ratio in classrooms

Incentives needed for corporations – packages proposed for sponsorship levels

- name and logo recognition at different events and on flyers

- Platinum would also have banners displayed at school in Sept and May, our biggest fundraising months

Unsuitable Businesses - List of companies whose main products cannot be brought into the school, or break the dress code if advertised on clothing

- There is a process to add a business to the Unsuitable list (see slides).

Maile: This money would go into General Funds, since PFOE funds can not be used for certain things.

- We especially need money for salaries, which must be in General Funds.
- Please take this back to classrooms to discuss and get input. In Feb. we will discuss further and take a vote.

Brianna: We have 3 lists of companies to approach.

- Length of contract? One school year. But we will be asking throughout the year, and companies have their own schedules for when they give donations.
- We would try to figure out the best month, and approach them once a year, in the month they were last approached.
- How long does it take to get money from the companies, from experience with other schools? 2-4 weeks, sometimes 6. They usually want to pay us quickly.
- We'll start this year as soon as it gets approved, but how will it be done in future years? We will ask companies all throughout the year.
- How do we add a company to lists for approach? We are still setting up lists.

Maile: **Take this back to the classes! Email us as you get questions, so we can prepare answers for the next meeting.**

H. PFOE Budget Report – Maile

- Finally got report from district! They are short-staffed
- Final Walkathon Revenue is \$15,771.68 - Wonderful!
- Solstice Sales earned \$320

Voting Items

- A.** Approval of minutes from previous meeting: Maile motioned, O'Lynn seconded. Approved unanimously.

Any other items:

- A.** *Before adjourning each meeting, we ask Representatives if they have any other items.*

Maile: School Lottery

- Coming up in March. Promote with your friends and tell everyone in Parent Meetings how important it is to talk to family, friends, neighbors. This is the time of year when parents are deciding which school children will attend next year.
- Word of mouth is our best recruitment tool.

Aileen: Proposed District 3-year Calendars:

- Last month, the Steering Body had a preference for Option 2 (with 1-week Fall Break)
- In our SCC meeting last month, we found out the teachers prefer Option 3 (5 teacher preparation days at beginning of year, 2-day Fall Break, and school year starting a week earlier in August and ending in May.) The teachers really want preparation days at the beginning of the year.
- We voted to recommend Calendar Proposal 3 to the District.

Carrie: Corporate Fundraising Proposal

- Can I get the detailed information on the 4 slides so I can disseminate it to my class and at the Parent Meeting? Yes.
- Alejandra will change them into PDF format and email them out to the reps tonight.

Aileen: **Will next meeting be Zoom?** Yes. Still a winter month.

Adjourn: Alejandra motioned, O'Lynn seconded. Passed.

Next meetings:

- A. February 21, 2023 (Zoom)
- B. March 14, 2023
- C. April 11, 2023
- D. May 9, 2023

Adjourned 7:23 pm