

## **OCC Meeting Minutes October 24, 2019**

### **Attendance:**

Mayra Cruz	Monique Worrell (At Large - Community Events)
Andrea Egan (Chair)	Claudia Aguilar (At Large - Community Events)
Kevin Kurzendoerfer (Treasurer)	Hilary Benson (At Large)
Catherine Depret (Fundraising Chair)	Jaime Solano (Teacher)
Catrin Morris (Calendar & Community Chair)	Pam Ross (Teacher)
Francisco Serrano (Classroom Parent Chair)	Laura Kleinmann (Teacher)
Jessica D'Amico (Information & Process Chair)	
Purnima Boominathan (Educational Investment Director/LSAT Liaison)	

### **Call to Order & Welcome:**

- Chair called order at 6:15pm.

### **Opening - Introductions & Campus Word:**

- Principal noted that teachers like the remodeled lounge and are using it.
- LSAT Committee began its work for the year.
  - Dan Gordon is serving as Chair.
  - At its first meeting, the committee focused on the overall school plan and budget; creating a school-wide communications platform for classrooms; and facilities and overcrowding.

### **Approval of Minutes from Past Board Meeting:**

- The Board voted to approve minutes from September 19, 2019 meeting.

### **Treasurer's Financial Report:**

- OCC is ahead of last year but must do better.
- OCC will target school supplies and annual fund.
- The Board voted to approve an additional \$934 in costs expended for the Adams teacher lounge renovation.

### **The Story of Our Schools Project Submittal Discussion:**

- Mr. Benson submitted a proposal to the Board for \$15-18K seed money for "The Story of Our Schools" project. All future fundraising will be executed by the 20 person parent committee and Story of our Schools leadership team.
- OA will celebrate its 50th school year in 2020/2021 and this living history project would be a wonderful gift to the past, present, and future OA community. Principal Cruz would like to have past principals and alumni join for the celebration.
- The Board raised many questions and concerns about the expense, student participation, level of volunteer commitments, and long-term academic benefits of the project.
  - OCC Board members Purnima Boominathan and Mark Bromley will review any/all Story of our Schools documents before OCC Chair or Principal sign off.

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- Principal Cruz will discuss Marie Reed's experience with this project to gather any additional insights.
- Details about the proposal and projected timeline can be found at these links: [Letter to OCC] [Project Timeline]
- The Board voted to approve \$20K to ensure the success of the program (\$10K up front with a \$10K match of corporate donations)

### **Letters of Communication:**

- The Adams teachers are thrilled with updated teacher lounge. The OCC has received much praise and teachers are using the room for work, meetings, and repose.

### **Event Review:**

- Parent-Teacher Meetings/Food for Staff
  - Not much contributed at Adams campus.
  - Consider encouraging multi-child families to send contribution to Adams.
  - Should OCC cover costs and consider adding a budget line item for the year?
- Grade Level Socials
  - Principal thought socials were a success.
  - Questions for consideration for next year
    - How can we make socials more equity minded
    - Consider allowing children to attend? Most in attendance did not like this idea because it would change the evening's dynamic.
    - Start later in the year?
    - Have Assistant Principals attend?
- Chipotle Night
  - Raised over \$500.
  - Some logistical challenges due to long lines and crowds. Consider giving Chipotle a heads up on anticipated participation levels.
  - Lots of participation, and people enjoyed themselves.
  - However, online orders did not count for OA.
- La Noche/Hispanic Heritage
  - Communications and attendance were good.
  - There was enough food, and it was good food!
  - Agreement that there should be a person greeting and explaining at entry
  - Consider giving food contributors a way to share information about their foods.
  - The student performers could not be heard and the audience would not quiet down and listen to them. Consider different speakers, with formal introduction next year.

### **Discussion**

- Go Fund Me Teacher Requests - Tabled until November
- OCC Communication Policy for 3rd Party Requests - Tabled until November

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- #OAThankful - 30 day thankful campaign to run all month, ending our 100% goal of campaign giving.
- Book Fair - Laura Kleinmann discussed timeline for set up, special guests, discounts for teachers and the history of the event. 25 years of bilingual book fair excellence at OA makes us all proud.
- Playground Lead Levels - There was mention of the news story regarding DCPS playgrounds and Adams Campus. Adams rubber surface has been tested and cleared. Concerned parents should reach out to DCPS, DGS, or their city council rep.

### **Committee Updates:**

- Events - The Haunted Garage was cancelled due to lack of chair. OCC is happy to support it in the future, but event leadership is critical.
- Educational Investment -
  - No applications submitted for the part-time OCC grant writer. Will continue to push out one final time. Purnima posted on her personal facebook and LinkedIn and requested that everyone push via social media accounts. She also posted it with universities in the area.
- Fundraising - Nando's Night

### **Kudos**

- The OCC Board works efficiently because each member uses his/her gifts to make the school better. Carla Ferris' leadership at OCC sponsored events is an example of reliable leadership. We are THANKFUL!

### **Outstanding Discussion:**

- None

### **Adjourn:**

- The meeting adjourned at 8:00pm.



# Financial Report

October 2019





# Income against budget: Aug. 1 - Sept. 16

	Aug 2019	Sept 2019	Oct 1-24, 2019	Total		
	Actual	Actual	Actual	Year-to-Date	Budget	Remaining
Auction				\$ -	\$ 50,000.00	\$ (50,000.00)
Auction Fund-A-Need				\$ -	\$ 25,000.00	\$ (25,000.00)
Grade-level Fundraising Events				\$ -	\$ 30,000.00	\$ (30,000.00)
Book Fair				\$ -	\$ 8,500.00	\$ (8,500.00)
Christmas Trees				\$ -	\$ 25,000.00	\$ (25,000.00)
Community Partnerships/photos/shopping rewards/other				\$ -	\$ 9,000.00	\$ (9,000.00)
Fiesta				\$ -	\$ 12,500.00	\$ (12,500.00)
Field Trips				\$ -		
6th Grade Camp Horizons			13,825.00	\$ 13,825.00		
Haunted Garage				\$ -	\$ 5,000.00	\$ (5,000.00)
Musical				\$ -	\$ 10,250.00	\$ (10,250.00)
OCC Annual Giving Fund + Supplies	\$ 64,559.33	\$ 35,708.33	\$ 6,248.33	\$ 106,515.99	\$ 132,000.00	\$ (25,484.01)
Annual Giving	\$ 47,118.33			\$ 47,118.33		
Supplies	\$ 17,441.00			\$ 17,441.00		
School Merchandise	\$ 809.00	\$ 668.00		\$ 1,477.00	\$ 6,000.00	\$ (4,523.00)
Square1 Art				\$ -	\$ 4,500.00	\$ (4,500.00)
<b>Total</b>	<b>\$ 65,368.33</b>	<b>\$ 36,376.33</b>	<b>\$ 20,073.33</b>	<b>\$ 121,817.99</b>	<b>\$ 313,250.00</b>	<b>\$ (205,257.01)</b>



# Expenses against budget: Aug. 1 - Oct. 24

	Aug 2019		Sep 2019		Oct 2019		Total		
	Actual	Budget	Actual	Budget	Actual	Budget	Year-to-Date	Budget	Remaining
Total Administration Support	\$ (10,318.77)	\$ (1,375.01)	\$ (1,138.73)	\$ (1,375.01)	\$ (4,482.81)	\$ (1,375.01)	\$ (15,940.31)	\$ (16,500.00)	\$ 559.69
Total Afterschool/Student Activities	\$ -	\$ (737.50)	\$ -	\$ (737.50)	\$ -	\$ (737.50)	\$ -	\$ (8,850.00)	\$ 8,850.00
Total Classroom & Specials	\$ (4,101.78)	\$ (4,445.73)	\$ (7,776.05)	\$ (4,445.73)	\$ (3,068.95)	\$ (4,445.73)	\$ (14,946.78)	\$ (53,350.00)	\$ 38,403.22
Total Curriculum Support	\$ (67,088.25)	\$ (3,393.74)	\$ (3,613.88)	\$ (3,393.74)	\$ (33,481.07)	\$ (3,393.74)	\$ (104,183.20)	\$ (40,725.00)	\$ (63,458.20)
Total Field Trips	\$ (5,078.44)	\$ (2,307.94)	\$ (3,295.70)	\$ (2,307.94)	\$ 12,041.00	\$ (2,307.94)	\$ 3,666.86	\$ (27,695.00)	\$ 31,361.86
Total Fundraisers	\$ 189.83	\$ (4,687.50)	\$ 110.76	\$ (4,687.50)	\$ (7,484.51)	\$ (4,687.50)	\$ (7,183.92)	\$ (56,250.00)	\$ 49,066.08
Total OCC Board Programs	\$ (2,093.13)	\$ (1,483.33)	\$ (190.63)	\$ (1,483.33)	\$ (894.57)	\$ (1,483.33)	\$ (3,178.33)	\$ (17,800.00)	\$ 14,621.67
Total School Events & Programs	\$ (288.41)	\$ (2,633.33)	\$ (122.07)	\$ (2,633.33)	\$ (2,336.76)	\$ (2,633.33)	\$ (2,747.24)	\$ (31,600.00)	\$ 28,852.76
Total Staff Salary Support	\$ -	\$ (5,279.17)	\$ -	\$ (5,279.17)	\$ (14,310.00)	\$ (5,279.17)	\$ (14,310.00)	\$ (63,350.00)	\$ 49,040.00
Total Student Support	\$ -	\$ (124.98)	\$ -	\$ (124.98)	\$ -	\$ (124.98)	\$ -	\$ (1,500.00)	\$ 1,500.00
<b>TOTAL</b>	<b>\$ (88,778.95)</b>	<b>\$ (26,468.23)</b>	<b>\$ (16,026.30)</b>	<b>\$ (26,468.23)</b>	<b>\$ (54,017.67)</b>	<b>\$ (26,468.23)</b>	<b>\$ (158,822.92)</b>	<b>\$ (317,620.00)</b>	<b>\$ 158,797.08</b>



# Cash On-Hand

<b>Account</b>	<b>10/24/19</b>	
	<b>Quickbooks Balance</b>	<b>Bank Balance</b>
Bank of America Checking	\$68,172.09	\$75,870.70
Bank of America Savings	\$55,078.45	\$55,078.45
Paypal	\$1,574.23	\$1,574.23
Charles Schwab	\$103,270.37	\$103,270.37
<b>Total</b>	<b>\$228,095.14</b>	<b>\$235,793.75</b>