

OCC Meeting Minutes November 21, 2019

Attendance:

Mayra Cruz (Principal)	Jessica D'Amico (Information & Process Chair)
Andrea Egan (Chair)	Mark Bromley (Fundraising Strategy)
Kevin Kurzendoerfer (Treasurer)	Elizabeth Ruiz (At Large - Finance)
Scott Dafflitto (Secretary)	Monique Worrell (At Large - Community Events)
Catherine Depret (Fundraising Chair)	Claudia Aguilar (At Large - Community Events)
Francisco Serrano (Classroom Parent Chair)	Hilary Benson (At Large)

Opening - Introductions & Campus Word (Principal Cruz)

- We are grateful for the beautiful dia de los muertos altars put together by the Ortiz-Mendoza family and Adams students!
- The LSAT Committee is running smoothly and currently working on enrollment projections and class size issue, as well as aiming to get the entire school on the same communications platform next year.
- The OCC is promoting its annual drive to collect grocery store gift cards and holiday gifts for Oyster families.
- OA is a semi-finalist for a D.C. Standing Ovation Award, Empowered Team Award that recognizes a D.C. public school that recruits, develops, and retains a talented, caring, and diverse team.

Approval of Minutes from Past Board Meeting:

- The Board approved minutes of the October 24, 2019 meeting.

Treasurer's Financial Report:

- The OCC budget is ahead of where it was this time last year.
- The OCC will conduct targeted outreach to families that have not paid for school supplies and annual fund. Information from this effort will help the OCC to better tailor next year's campaign.

Letters of Communication:

- The teachers are still thrilled and grateful for the updated teacher lounges!

Event Review:

- Nando's - raised over \$530, and people enjoyed that they could sit and visit at the restaurant. The Board discussed adding another restaurant night in the spring, including the potential for bringing food trucks to campus.
- Book Fair - was very successful and well attended, even by other bilingual schools.

Discussion

- Auction - The Board discussed numerous ideas for increasing community attendance and engagement at this year's auction, including hosting the event off campus and reaching out to alumni. The Board agreed to evaluate the relative costs of different options and to field a survey to the community for input.

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- #OAThankful - The campaign has been running all month for the community to express gratitude for OA and remind people to make a contribution to the OCC Annual Fund. There are daily pushes through giving Tuesday, including a video of faculty and staff:
<https://vimeo.com/376937568>
- Story of Our Schools - The Board briefly discussed the project, including the definition of “corporate funding” as true corporations, adding a line item in next year’s budget, and discussing at the March Board meeting how the project will fit with OA’s 50th Anniversary activities.
- There was a discussion of how multiple overlapping “asks” by the school may be hampering the success of some of our higher priorities. The Board acknowledged the tension between sufficient communication and overwhelming the community and agreed to look into the use and alignment of calendars (i.e., communications and fundraising) and potentially establishing more formal processes.

Committee Updates:

- Educational Investment - There are no applications for the part-time OCC grant writer, but we will continue to look for places to promote and solicit applications.

Kudos

- A special thank you to the OAThankful team for all its work in November and to Elizabeth Ruiz for her work on the tax renewals and our A to Z Directory - printed copies going out after Thanksgiving!



Financial Report

October 2019





Income against budget: Aug. 1 - Nov. 22

	Aug 2019	Sept 2019	Oct 2019	Nov 2019	Total		
	Actual	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		\$ 10,000.00			\$ 10,000.00	\$ 9,000.00	\$ 1,000.00
Fiesta					\$ -	\$ 12,500.00	\$ (12,500.00)
Field Trips					\$ -		
6th Grade Camp Horizons			13,893.00	4,045.00	\$ 13,893.00		
Haunted Garage					\$ -	\$ 5,000.00	\$ (5,000.00)
Musical					\$ -	\$ 10,250.00	\$ (10,250.00)
OCC Annual Giving Fund + Supplies	\$ 64,559.33	\$ 32,976.66	\$ 7,757.51	6,436.50	\$ 105,293.50	\$ 132,000.00	\$ (26,706.50)
Annual Giving	\$ 47,118.33				\$ 47,118.33		
Supplies	\$ 17,441.00				\$ 17,441.00		
School Merchandise	\$ 809.00	\$ 668.00		\$ 110.00	\$ 1,477.00	\$ 6,000.00	\$ (4,523.00)
Square1 Art					\$ -	\$ 4,500.00	\$ (4,500.00)
Total	\$ 65,368.33	\$ 43,644.66	\$ 21,650.51	\$ 10,591.50	\$ 130,663.50	\$ 313,250.00	\$ (196,479.50)



Expenses against budget: Aug. 1 - Nov. 22

	Aug 2019		Sep 2019		Oct 2019		Nov 2019		Total		
	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Remaining
Total Administration Support	(10,319)	(1,375)	(1,139)	(1,375)	(8,081)	(1,375)	(2,304)	(1,375)	(21,843)	(16,500)	(5,343)
Total Afterschool/Student Activities	0	(738)	0	(738)	0	(738)	0	(738)	0	(8,850)	8,850
Total Classroom & Specials	(4,282)	(4,446)	(7,776)	(4,446)	(4,230)	(4,446)	(1,719)	(4,446)	(18,007)	(53,350)	35,343
Total Curriculum Support	(67,088)	(3,394)	(3,614)	(3,394)	(33,571)	(3,394)	(1,111)	(3,394)	(105,384)	(40,725)	(64,659)
Total Field Trips	(5,078)	(2,308)	(3,341)	(2,308)	12,041	(2,308)	(15,377)	(2,308)	(11,755)	(27,695)	15,940
Total Fundraisers	110	(4,688)	32	(4,688)	(7,485)	(4,688)	115	(4,688)	(7,228)	(56,250)	49,022
Total OCC Board Programs	(2,093)	(1,483)	(191)	(1,483)	(891)	(1,483)	(203)	(1,483)	(3,378)	(17,800)	14,422
Total School Events & Programs	(288)	(2,633)	(122)	(2,633)	(2,337)	(2,633)	(2,678)	(2,633)	(5,425)	(31,600)	26,175
Total Staff Salary Support	0	(5,279)	0	(5,279)	(20,670)	(5,279)	0	(5,279)	(20,670)	(63,350)	42,680
Total Student Support	0	(125)	0	(125)	0	(125)	0	(125)	0	(1,500)	1,500
TOTAL	(89,038)	(26,468)	(16,150)	(26,468)	(65,223)	(26,468)	(23,167)	(26,468)	(193,579)	(317,620)	124,041



Cash On-Hand

Account	11/22/19
	Bank Balance
Bank of America Checking	\$41,077.99
Bank of America Savings	\$55,081.72
Paypal	\$8,351.41
Charles Schwab	\$103,270.37
Total	\$207,781.49