

## OCC Meeting Minutes December 17, 2020

### Attendance:

Mayra Cruz (Principal)	Elizabeth Ruiz (At Large - Finance)
Scott Dafflitto (Chair)	Eva Mazier (Teacher Rep)
Hilary Benson (Secretary)	Veronica McKillop (Teacher Rep)
Kevin Kurzendoerfer (Treasurer)	Lauren Peña (Teacher Rep)
Catherine Depret (Fundraising Chair)	Matilde Sarmiento (Teacher Rep)
Jessica D'Amico (Tech & Operations Chair)	Carla Ferris (Community Events) – <b>not present</b>
Catrin Morris (Calendar & Community Chair)	Andrea Egan (Immediate Past Chair) – <b>not present</b>
Francisco Serrano (Room Parent Chair)	Purnima Boominathan (Educational Investment Director / LSAT Liaison) – <b>not present</b>
Mark Bromley (Fundraising Strategy)	Zaneta Han (DCPS)
Monique Worrell (At Large – Community Events)	
Claudia Aguilar (At Large – Community Events)	

### Opening & Campus Word: (Chair & Principal)

- Call to order at 8:35pm
- Chair reminded us to assume the best and to practice patience with ourselves and others
- Questions regarding the ReOpening Community Corps should be directed to Sweta Shah – [LSAT@oysteradams.org](mailto:LSAT@oysteradams.org)
- Terms 2 & 3 updates from Principal:
  - Our 1<sup>st</sup>/2<sup>nd</sup> CARE classroom has had 11 students with 8 attending consistently
  - It does not appear that Mayor Bowser will set a specific health metric for shutting down school again once we have reopened; we will have to play it by ear.
  - Some stakeholders have suggested taking summer break now and holding classes in the summer.
  - It does not appear that every student will be in person at some point in SY 2020-2021.
  - Our community is split between starting in-person or staying virtual.
  - LSAT will work on what fall will look like after their budget discussion.
- Principal asked us to consider what is important for returning to in-person learning:
  - What do we value at Oyster-Adams? What does it mean to bounce back?
  - We will have some kinders, first-graders who have never been in the school building.
  - Distance learning is exacerbating disparities for racial/income groups.
  - We are going to have to figure out our new normal.
  - Vaccination for teachers is in stage 2B of the city's immunization plan.
  - OCC & LSAT should advocate for new playground structures.

### Business:

- Declaration of quorum
- Approval of past minutes moved and seconded: minutes from meetings on 11/19/2020 and 11/25/2020 unanimously approved.

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### **Teacher Rep Update:**

- Teacher Rep McKillop acknowledged funding for first-grade aide and said Mr. Flores' transition has been really smooth – the students benefit greatly from learning in normal-size small groups.
- Chair emphasized the OCC's commitment to teachers by supporting activities like providing this short-term, emergency, gap funding for an instructional aide.

**LSAT Update** – deferred until LSAT Rep present

### **Treasurer Update:**

- OCC has achieved \$111K of our \$150K goal – OCC needs a path to \$40K more – not sure how to get there without the annual auction.
- OCC is caught up on our expenses, not least because they are significantly less than projected; OCC should still continue to be as conservative as possible now in order to be more generous when a pressing need arises.
- Principal advised that some savings for the OCC budget will come when Zaneta goes on leave in a few months: while Becky fills in for Zaneta her salary, currently paid in-full by OCC, will be 50% covered by DCPS.
- Multiple checks that have come in since school was closed have expired and can't be deposited – Treasurer will be working on replacing these which will realize about \$7K.

### **Room Parent Update:**

- The solicitation for teacher holiday gifts was sent as well as direct emails re. the Book Fair; the next room parent-driven event is Teacher Appreciation in May.
- There are 2 new room parents in 4<sup>th</sup> & 6<sup>th</sup>; in general room parents are less hands-on at Adams. Fundraising Chair suggested reiterating for room parents that they should actively publicize all room parent communications. Francisco emphasizes the value of classroom parents communicating directly to parents in their class.
- At-Large Rep Aguilar suggested that the first OCC email going out to families include that they should expect to hear from their room parents. Principal recalled that there used to be a room parent orientation in August and a mini-retreat for them in January.
- Treasurer suggested for Teacher Appreciation setting up a GrubHub or UberEats account for teachers to order meals. Teacher Reps McKillop, Peña and Mazier enthusiastically supported this idea and want to make sure aides are included. Fundraising Chair confirmed that instructional aides, specials teachers and custodians are included in TA giving

### **Community Events Update:**

- At-Large Rep Aguilar reported the holiday drive realized \$16K in Safeway & Target gift cards and the Amazon Toy Drive, and was able to serve 65 families at Thanksgiving and 88 families at Christmas; our social work team coordinated delivery to families by school staff.
- Thank you's have been sent to families who donated via Venmo; Fundraising Chair suggested putting details of the successful holiday drive in an email promoting the OCC.

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- Chair wondered if we can work w/social workers to ID families who are in continued need – how can OCC potentially leverage the good will & generosity of our families? Principal shared that at least 6 OA families are struggling with rent; a teacher anonymously sponsored 2 families for Thanksgiving.
- Chair asked how we can connect families in need with non-monetary resources available in the OA community: expertise, legal aid, other services; Principal & At-Large Rep Ruiz endorsed the idea of a community resource list and Principal suggested a New Year’s Wellness Survey to capture a comprehensive picture of current needs in the community.

### **Fundraising Update:**

- Fundraising Chair said that online sales of OA gear have realized about \$1K in profit; she suggested parents or kids could add designs to the OA store on teespring.com
- OCC should publicize how our dollars are spent so that families comprehend and appreciate where their donations are going, and keep giving.
- The Book Fair is off to a slow start so please encourage community shopping.
- The Christmas Tree Sale raised \$16K with about \$8K outlay for a little under \$8K in profit.

### **Kudos:**

- To everyone for surviving this year and taking care of yourselves and your loved ones. Please reach out if you need help or are feeling down.

### **Action Items and January Meeting:**

- We will need to assemble a small working group related to the 50<sup>th</sup> anniversary.
- The next board meeting will be held January 14 with agenda proposals due January 8.

### **Adjourn:**

- Board meeting adjourned at 9:55pm.

<b>Bank Balances</b>							
Bank of America							
Savings	\$24,198						
Checkings	\$86,524						
Total	\$110,722						
Charles Schwab	\$103,000						
<b>Budget &amp; Expenditures</b>							
	Aug 2020	Sep 2020	Oct 2020	Nov 2020	Dec 2020	Total	
	Actual	Actual	Actual	Actual	Actual	Actual	Budget
<b>INCOME</b>							
Old Checks					\$14,612.15		
Chargebacks from old checks expiring					-\$7,463.00		
Transfer from Paypal							
Dues & Supplies	\$24,500.00	\$23,150.00	\$23,695.84	143.88	\$10,822.39		
Cancelled field trip		\$4,850.00					
Sales of Product	\$144.20						
Art Grant		\$800.00					
Christmas Tree Sales					16,051.59		
<b>TOTAL INCOME</b>	<b>24,644.20</b>	<b>28,800.00</b>	<b>23,695.84</b>	<b>143.88</b>	<b>34,023.13</b>	<b>111,307.05</b>	<b>150,000.00</b>
<b>EXPENSES</b>							
Administration Support						0.00	
Dean of Students (Morad)					-208.08	-208.08	
O-A Web Services	-97.52	-84.80	-1,810.00	-84.80	-84.80	-2,161.92	
Principal (Canizales)				-49.99	-100.00	-149.99	
Total Administration Support	-\$ 97.52	-\$ 84.80	-\$ 1,810.00	-\$ 134.79	-\$ 392.88	-\$ 2,519.99	3,000.00
Afterschool/Student Activities						0.00	
Yearbook					-184.05	-184.05	
Total Afterschool/Student Activities	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	-\$ 184.05	-\$ 184.05	\$ 0.00
Classroom & Specials	-9,628.05		-220.17	-7,452.64	-162.79	-17,463.65	
1AB S (Quispe)		-116.55				-116.55	
3C S (Lopez)		-228.15				-228.15	
4 Spanish (Calderon)		-178.06				-178.06	
5 Science (Sciarrino)		-90.27				-90.27	
6 Math (Morales-Molina)		-123.19				-123.19	
Chinese MS (Li)		-185.32	-59.88			-245.20	
Library, Oyster			-449.54			-449.54	
Total Classroom & Specials	-\$ 9,628.05	-\$ 921.54	-\$ 729.59	-\$ 7,452.64	-\$ 162.79	-\$ 18,894.61	\$ 55,000.00
Curriculum Support						0.00	
SPED, Oyster					-72.36	-72.36	
Total Curriculum Support	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	-\$ 72.36	-\$ 72.36	\$ 40,000.00
Fundraisers						0.00	
Christmas Trees				-4,455.82	-3,736.69	-8,192.51	
Total Fundraisers	\$ 0.00	\$ 0.00	\$ 0.00	-\$ 4,455.82	-\$ 3,736.69	-\$ 8,192.51	\$ 15,000.00
OCC Board Programs					-12.72	-12.72	
Bookkeeping and Accounting				-1,995.00		-1,995.00	
Miscellaneous		-75.40				-75.40	
Total OCC Board Programs	\$ 0.00	-\$ 75.40	\$ 0.00	-\$ 1,995.00	-\$ 12.72	-\$ 2,083.12	14,000.00
Staff Salary Support						0.00	
Special Education Staff		-4,004.13	-3,203.30	-3,203.30	-3,203.30	-13,614.03	
Total Staff Salary Support	\$ 0.00	-\$ 4,004.13	-\$ 3,203.30	-\$ 3,203.30	-\$ 3,203.30	-\$ 13,614.03	\$ 32,033.00
Teacher Support for 1st Grade					-1,740.00	-1,740.00	0.00
Uncategorized Expenditure						0.00	
Virtual Teaching fund		-90.00				-90.00	
Not Specified	144.32	-57.62		130.66		217.36	
<b>TOTAL EXPENSES</b>	<b>-\$ 9,581.25</b>	<b>-\$ 5,233.49</b>	<b>-\$ 5,742.89</b>	<b>-\$ 17,110.89</b>	<b>-\$ 9,504.79</b>	<b>-\$ 47,173.31</b>	<b>\$ 185,533.00</b>