

**OCC Meeting Minutes  
June 17, 2021**

**In attendance:**

Scott Dafflitto (Chair)	Elizabeth Ruiz (At Large – Finance)
Hilary Benson (Secretary)	Eva Mazier (Teacher Rep)
Kevin Kurzendoerfer (Treasurer)	Lauren Peña (Teacher Rep)
Jessica D’Amico (Information & Process Chair)	Matilde Sarmiento (Teacher Rep)
Mark Bromley (Fundraising Strategy Chair)	Andrea Egan (Former Chair)
Francisco Serrano (Room Parent Chair)	Jess Barton (Parent)
Catherine Depret (Fundraising Chair)	Paula Butron Lucero (Parent)
Purnima Boominathan (Educational Investment Chair/LSAT Liaison)	Alissa Cooper (Parent)
	Jen Jessup (Parent)

**Unable to attend:**

Claudia Aguilar (At Large – Community Events)	Carla Ferris (Community Events Chair)
Monique Worrell (At Large – Community Events)	Veronica McKillop (Teacher Rep)
Catrin Morris (Calendar & Community Chair)	Mayra Cruz (Principal)

**Opening & Welcome:** (Chair)

- Call to order at 8:38 pm.
- Chair expressed gratitude for everyone’s patience and resilience over the past year; he reminded attendees to assume the best of others’ intentions and efforts, to practice patience with ourselves and others; and to remember that we are here for the best interests of the children who attend Oyster-Adams.
- Chair expressed gratitude to Principal Cruz for her leadership and that the OA community will miss her tremendously.

**Business:** (Quorum Present)

- **Approval of past minutes:**
  - Motion tabled in order for board members to have more time to review draft 5/20/21 minutes.

**Recruitment and OCC Election, new Communications Chair:** (Chair)

- In the interests of continuity given our transition to a new principal and due to community burnout from the past year Chair moved to suspend the OCC election until on or before November 1, 2021. This period will allow more time for recruitment of interested participants as well as provide a test of whether the OCC cycle of elections should be changed. During board discussion it was generally agreed that postponing the election is a good idea; Treasurer suggested that OCC elections should be held at 18-month intervals; Room Parent Chair noted that we should take advantage of the enthusiasm of incoming PK and K families for OCC recruitment.

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- With more than two-thirds of the board present a voice vote was taken to approve the proposal to delay the OCC election: 14 aye votes and 0 nay votes were recorded. Proposal was adopted.
- Chair noted that Catrin Morris will be leaving her position as Calendar & Community Chair and thanked her for her dedicated service for many years. Chair introduced OA parent Jen Jessup who is interested in taking over the position. Jen Jessup introduced herself and discussed her passion for strategic communications.
- With more than two-thirds of the board present a voice vote was taken to approve Jen Jessup to fill the Calendar & Community Chair position: 13 aye votes and 0 nay votes were recorded. Jen Jessup will take over the position being vacated by Catrin Morris.

### **Treasurer's Update:** (Treasurer)

- Treasurer reported that we have \$168K in cash in two accounts. Our last round of outgoing checks will be sent 6/18/21. Treasurer noted that he has not received a request for funds from the Story of Our Schools and will need this before he disburses the \$10K that the OCC committed. Fundraising Chair stated that she will remind Jen Harris of SOOS to send in a request for funds.
- Treasurer recommended tabling budget approval until the new principal is selected. Chair noted that this means that the board will need to discuss and vote on the budget over the summer.

### **Teacher Representatives' Update:** (Teacher Reps)

- Teacher Reps Peña, Mazier & Sarmiento thanked the Chair for his work and commitment during the past year. Reps Peña, Mazier & McKillop plan to continue on the OCC next year, joined by Ana López. Rep Peña will be having a baby in August.

### **Summer, Back-to-School Discussion:** (Chair et al.)

- Chair asked Former Chair Egan for her input on what we should be focused on as we consider logistics for next year. Former Chair noted that in normal years OCC Board Chair as well as Calendar Chair would meet with the principal on the day after school ends to map out OCC events against DCPS and OA calendars -- Former Chair noted that scheduling this meeting will depend on when the new principal is available.
- Former Chair Egan also discussed the summer newsletter, noting it is an important tool for introducing families to the OCC, the school supplies payment process, and communicating OCC's value to the community.
- Former Chair also noted that the structure of Back to School Night will be an open question, to be decided upon by the new principal. Room Parent Chair suggested creating a buddy system for connecting new families with families who know the ropes. He also suggested that the OCC make it a goal to set up grade-level playdates over the summer, especially for Kindergarten. He noted that connecting families now will mean they can know each other well by the start of school. This would require obtaining enrollment information from the front office early on.

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- Former Chair noted that OCC should consider whether to continue to use AtoZConnect. At-Large Rep Ruiz noted that she can continue to manage AtoZ and Room Parent Chair noted he is happy to assist as needed.
- Chair asked Teacher Reps for the best approach to reimbursing for school supplies. Rep Mazier noted that most school supply purchasing is done in July and that it would be helpful for the OCC to communicate its process for reimbursement early so that teachers know what to expect. Chair urged Teacher Reps to reach out and communicate to colleagues that they should seek reimbursement from the OCC for any teaching supplies they have purchased.
- Chair asked Teacher Reps for the best approach to reimbursing for professional development. Rep Peña noted that most PD is done during the school year and Rep Mazier noted she has never been told that PD completed over the summer could be reimbursed; Rep. Sarmiento asked if appearances at national conferences could be reimbursed and the Chair said the OCC can discuss this.
- Fundraising Strategy Chair suggested that Chair should encourage the new principal to support back-to-school grade-level socials for cultivating community & contributions, as was implemented two years ago.

### **General Discussion:** (Everyone)

- In response to questioning, Chair noted that as part of the community panel for the principal selection process he feels DCPS ran the process well and he is optimistic that our new principal will be a good one.
- Former Chair noted there will be a send-off party for Mayra with families as well as a send-off with staff. Former Chair Egan & LSAT Rep Dan Gordon will represent the community at the staff send-off. Chair noted that the OCC will be happy to communicate any necessary information when given the green light. Former Chair stated Iris Ferrufino is collecting donations from the staff.
- Fundraising Strategy Chair congratulated Room Parent Chair on covering non-teaching staff as well as teachers with end-of-year gifts. Room Parent Chair plans to implement this system for holiday as well as end-of-year gifts. Fundraising Chair suggested using Amazon e-gift cards which carry funds that can be reclaimed if the recipient does not access the card. Rep. Peña mentioned that she can vet the list of those recipients who are not responding to email.

### **Kudos:** (Everyone)

- Chair thanked Room Parent Chair for his work behind the scenes for teacher & staff appreciation.
- Chair thanked all board members for their contributions to the OCC and the OA community, and wished all a restful rejuvenating summer.
- Fundraising Chair thanked the Chair for his leadership this year.

### **Action Items:** (Secretary)

- Teacher Rep Peña to vet email list for teacher & staff appreciation.
- Chair to schedule summer meeting for votes on budget and minutes from 5/20 & 6/17.

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- Chair to schedule meeting with OCC Calendar Chair and new principal to set OCC calendar.

**Adjournment:** (Secretary)

- Board meeting adjourned at 10:10pm.

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**Appendix: suspension of Article IV, Section 1**

In accordance with Article VII, Section 1<sup>1</sup> of the bylaws of the Oyster School Community Council, Inc. (OCC), the Chair moves to temporarily suspend Article IV, Section 1<sup>2</sup> until such a time the Corporation holds elections pursuant to Article V<sup>3</sup> or until November 1, 2021, whichever occurs first.

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<sup>1</sup> Article VII, Section 1 allows for suspension of certain portions of the bylaws upon approval of two-thirds of the members present at a meeting.

<sup>2</sup> Article IV, Section 1 requires an election of the Officers of the Corporation at the last regular meeting during the school year and for new officers to assume office on the last day of the school year in which the officer is elected.

<sup>3</sup> Article V sets forth the requirements of the elections committee and nominations committee and nominations procedures.