



MEETING MINUTES

September 12, 2019

9:15 a.m., O'Hara Auditorium

The meeting was called to order at 9:25am. Approximately 60 people in attendance.

1. Welcome (Sarah Shaffer)

- a. Sarah introduced the members of the 2019-2020 PTO Board
- b. Change in order of agenda to accommodate teacher schedules and allow PALS representative to attend Fairview PTO meeting.

2. Parent Advocates for Learning Support (PALS) - (Stacy London)

- a. Stacy introduced the PALS program, which is designed to help parents advocate for their children with special needs. She had fliers available at the meeting with more information. The first PALS meeting is Sept. 25 at 9:15 at the Eat N Park in the Waterworks.

3. Teacher Committee: School-Wide Positive Behavior Program

- a. Sarah Shaffer introduced representatives from the teacher committee: Mr. Kelly (K), Mrs. Abati (4), Mrs. Kohler (4), Mr. Kapalo-Allen (Speech)
- b. Program Overview - Mrs. Batis spoke about our behavior reward programs, The Golden Spatula, The Mystery Walker and Batis Bucks. This process was started two years ago, and a consultant was hired to help with a behavioral program for the school.
- c. Mrs. Batis provided note cards for attendees to write down questions. All questions will be sent to the committee for response.
- d. The committee representatives each shared a component of the school-wide positive behavior program:
 - i. Mrs. Kohler spoke about common expectations for each area of the school for example, lunch, recess, the auditorium. "CHAMPS" Posters are in the different areas as a reminder of the expectations.
 - ii. Mrs. Abati spoke about the PAW system - this is a classroom/group behavior incentive. For example, classes who demonstrate proper hallway behavior could be awarded a sticker. Stickers are placed on a PAW which is on their classroom door. The classroom in each grade level with the most stickers will receive a class reward.
- e. Mr. Kapalo-Allen spoke about the Batis Bucks program which gives all building team members a way to recognize kids for excellent behavior.
- f. Mr. Kelly spoke about the "clip chart" - Students start on "Ready to Learn" every day, students are able to move up and down the behavior chart with their clip throughout the day. These charts are in every classroom and special classroom in the school. Positive behavior is rewarded with Batis Bucks.

4. President's Report (Sarah Shaffer)

- a. Sarah provided an overview of the PTO.
 - i. Our PTO is a Parent Teacher Organization, we do not require dues and we are independent of any umbrella organization. There is no fee or sign up - by participating as a volunteer or attending meetings, you're considered a member of the PTO.
 - ii. We function as a bridge between the school, families and teachers. We work with the school administration, teachers and families to accomplish all of our goals.
 - iii. Throughout the year we:
 - 1. Host social events for students and families to connect.
 - a. Example: Fantastic Back to School Social organized by Dawn Gibel and Carrie Solari. Sarah thanked the committee chairs and parent and teacher volunteers who made the night possible.
 - 2. Sponsor extracurricular activities to promote learning in a fun environment.
 - a. Sarah thanked Meghann O'Mara Jones for the great line up for the O'Hara Foxes Club, which will have 3 sessions this year.
 - 3. Advocate for programs that support our students' overall well-being (academic, social, physical) - this takes many forms but it guides where we choose to invest our time and money.
 - 4. Raise funds to support O'Hara Elementary (and our community)
 - a. First fundraiser of the year - Spirit Sale led by Jessica Resek and Megam Amster with assistance from Friday Marketing Group. Online sale is up and running!
- b. Overview of Goals
 - i. One of our goals this summer was branding. New logo designed by parent volunteer, Eric Marlo. Intent is for board members and committee chairs to be more visible so that families know who to turn to with questions.
 - ii. Several projects in the works for this school year based on feedback that we've received throughout the past several years and our most recent survey to families:
 - 1. Outdoor Classroom / Courtyard Games (more outside time!)
 - 2. Green Foxes (see below)
 - 3. More opportunities for families to connect (Family Dance Night, Breakfast Club, etc)

4. Greater community and student involvement (student service learning - supporting teacher-led initiative)
 5. More opportunities for families to volunteer in the classroom.
- c. How to get involved in the PTO
- i. Sarah shared a flow chart of levels of involvement in the PTO and her belief that there's a time and a place for everyone to get involved, which may look different for every single person. Whether you can donate an hour of your time at one class party or event or 300 hours of your time serving on the board (or a super volunteer), ALL of it is appreciated.
 - ii. The PTO has 35 committees! None of what we do would be possible without our committees and the volunteers who support our projects.
 - iii. One of the ways that we know our families like to volunteer is in the classroom. This year the PTO will be implementing a new process so that we can allow everyone interested the opportunity to participate.
 1. The initial call for volunteers will include a limit on class party sign ups; that limit will then be removed to fill all of the available spots.
 - iv. We will also now need parents to run the "Foxes Shop" reward cart which will be new this year.
 - v. Links to sign up will be sent in an email at 8am on 9/13. The link will also be posted on our facebook site.

5. Committee & Volunteer Updates (Nadine Champs Carl)

- a. Nadine reviewed the calendar for the year and talked about different opportunities to volunteer with each event. She also gave a brief overview of each of our events.
- b. Sign-up sheets were placed in the back of the auditorium to sign up for various committees and volunteer opportunities.
- c. Green Foxes Committee - Becca Tobe, Chair of Green Foxes Committee, spoke about this new committee. The committee's focus is to "green" the school through recycling programs, etc.
 - i. One of the first initiatives will be to recycle water bottles at lunch, which is not currently being done. This will require the purchase of recycling bins and dump bins, and may require volunteer assistance.
 - ii. Other projects may include partnering with 412 Food Waste to donate food from the cafeteria and working with Grow Pittsburgh to design a garden in the courtyard.
 - iii. Becca is looking for committee members. The first meeting will be Friday, Sept. 27 at 9:15 at O'Hara if you are interested in getting involved!
- d. Other volunteer needs include yearbook photographers, and a chair and committee members for a new Teacher/Staff appreciation committee. In addition to the

classroom volunteer opportunities, you can be a lunch volunteer or library volunteer. Links at oharapto.org/volunteer.

6. Treasurer's Report (Christina Marlier)

- a. The Revised Budget for 2019-2020 School Year was presented.
- b. Last May the budget was approved at the PTO Meeting.
 - i. We do have a few proposed changes because of a surplus in funds.
 - ii. A \$6,000 surplus was left over from last year, the board is proposing changes as follows:
 1. \$1000 to an award display
 2. \$1300 to the Green Foxes Club
 3. \$2000 to a sensory path
 4. \$1000 teacher stipends
 5. Remainder of funds will go into discretionary fund.
 - iii. Motion to approve budget was made by Melissa Marlo, seconded by Jenn Dunbar. A vote was held and the budget was approved.
- c. Account Balances - We have transitioned to square from paypal (deposits made within 24 hours). PNC account balance is currently \$49,481.57

7. Principal's Update (Mrs. Batis)

- a. O'Hara 5th Grade Visiting Students - A group of 22 foreign exchange 5th grade students will be coming from China for two weeks.
- b. They will be accompanied by 3 teachers from China, and approximately 5-6 children will be added to each fifth grade classroom.
- c. O'Hara has some special events scheduled for these students. This is the first time for this program at O'Hara. This will be occurring Sept. 16 - 27.

8. Upcoming Fundraisers - (Jessica Simms)

- a. Upcoming fundraiser at Chipotle on Sept. 17th - you need to let them know that you are with O'Hara PTO. If you are interested in being the Dine and Donate chair, please contact Jessica.
- b. Square One Art (Elizabeth Carter). Order forms will be out end of October, due November 8. The items will be in the first week in December
- c. Box Tops - We will continue to collect Box Tops until December and then we will be transitioning to the app.
- d. Any new ideas, please email Jessica at jessica@oharapto.org

Next PTO Meeting is 11/14 from 6 - 7 p.m. The meeting theme is School Safety. Please note this will be an evening meeting.

Upcoming Events

SEPTEMBER

9/16/19 FCAPAGE Meeting , 7 - 8pm, HS Library
9/17/19. Chipotle dine and donate fundraiser
5-9p
9/25/19 PALS Meeting, 9:15 - 11:15am
Eat'n Park, Freeport Rd.
9/30 NO SCHOOL

OCTOBER

10/1 - 10/4 5th Grade at Camp Allegheny
10/9 NO SCHOOL
10/14 School Board Mtg., 7pm, HSI LGI Room
10/14 - 10/18 Scholastic Book Fair
10/14 - 10/18 School Spirit Week (days TBA)
10/16 EARLY DISMISSAL (noon)
10/15 Family Literacy Event & Evening Book
Fair Hours, 6 - 8pm, O'Hara Library
10/18 Districtwide Red & White Day
10/18 Community Homecoming Carnival
4 - 7pm, High School Front Law
10/23 Elementary Math Parent Night, 6 -
7:30,
High School LGI Room
10/25 EARLY DISMISSAL (noon)
10/29 Elementary Battle of the Books
Tournament (4th & 5th Grades)
10/30 PALS Meeting, 9:15am - 11:15am
10/31 Halloween Parade & Class Parties

NOVEMBER

11/4 EARLY DISMISSAL (noon) / Parent
Teacher Conferences
11/5 NO SCHOOL - ELECTION DAY / Parent
Teacher Conferences
11/6 FCAPAGE Meeting, 7 - 8pm , HS Library
11/14 Evening PTO Meeting, 6 - 7pm
Topic: School Safety
Location: O'Hara Auditorium
11/19 District Forum Meeting, 9 - 10am, HS
11/19 Spanish Immersion Parent Info Session
(2020-2021), 6pm, Kerr Elementary
11/27 EARLY DISMISSAL (noon)
11/28 - 12/2 NO SCHOOL (Thanksgiving Break)