**OCE PTA Meeting Minutes**

**October 8, 2024**

**Attendance:** Robyn Salzman, Carolyn Bentley, Kelli Joyner, Ed Hornbeck, Bethany Schreider, Mia Heil, Meagan Bereman, Ellena Mock, Kelly O’Hare, Stephanie Trinkle, Laurie Jendrasiak, Marianna Jaffe, Mandy MacNaughton, Rebecca Waite

**Welcome/Updates -** Robyn Salzman, President

* Garden - we hired a landscaper for overall clean up of the garden (thank you, Mia!)
	+ Vision for garden (used to be students would plant veggies, etc., with teachers) - do we want to keep the garden going or put something more permanent in? Would need teacher buy-in to keep the garden going (watering, weeding, etc.), fundraising for garden beds/hardscaping/seeds
	+ Ms May - interest from some teachers but it’s a big ask for teachers, not sure we could maintain buy-in over time
	+ Start with cleanup, then wait until spring to see if someone shows interest in heading up the garden then
	+ Where are the azaleas (45!!) going? Ms F is fine with them going anywhere. Flowering plants should be near the school building; difficult to maintain things over time
	+ Decision: Do step 1 (cleanup), get a plan from the landscaper’s wife, then pause to figure out the budget and find some point people.
* Teacher Instructional Grants
	+ An application went out to the teachers last week; no applications received yet
* Walk to School Wednesday: October 9
* Dates for Dance, Special Person Breakfast & SpringFest/Carnival
	+ Anyone interested in chairing any of these events?
	+ Dance: near Valentine’s day (Feb 13 is Reading night)
		- 2 separate nights (K-2 Thurs and 3-5 Fri) last year - keep this!
		- Feb 20/21 (Thurs/Fri); 6-7:30
		- Tickets came with drink and snack
		- Do photo booth again; still have decorations from last year; selling tickets ahead of time worked well;
		- Could we get that 360 photo booth again from the dad?
		- We did put budget in for the dance this year
	+ Special person breakfast: Spring book fair is March 3-14 (tentative)
		- Thursday mornings: March 6 and 13
		- Some feedback to move to Fridays, but March 14 is a traditional school holiday, and there is a 4th grade trip on March 7, so Thursdays seem better
		- Drama performance is also March 6
		- Tracks 1 and 3 on March 6, Tracks 2 and 4 on March 13
	+ SpringFest/Carnival
* Fundraising money - upgrade library furniture, books from the DEI committee
	+ $57K profit from the Fun Run: upgrading the library furniture to make it more flexible (current bookshelves are in need of replacement)
		- Ms May looked at Woods Creek’s new library, which has easily movable bookshelves
		- Got a quote for 14 of these bookshelves ($13,700)
		- Yes, let’s move forward with this! We can go ahead with ordering these but delivery time unknown and unsure how to deal with the existing bookshelves (Ms May will check with teachers and WCPSS Facilities)
	+ DEI committee - book lists being compiled
		- Will be ordered through Melissa
		- Approx $500?
		- What amount did we allot last time to purchase books for classroom libraries? Perhaps 7 books per classroom. Also previously gave each teacher a book from the book fair
		- Can we look at the list to see if Scholastic carries the books on the DEI list? Then we could use Scholastic cash
		- Ms May will compile the list, and Robyn will communicate the budget
	+ Other ideas
		- Stage lighting? Smallest quote (without labor and install) was like $20K; could be a good whole-school investment, but let’s pause, spend on the other things, and see how we are doing in March
* SpringFest date
	+ Feedback from last year that it was difficult for Track 1 to fit in the teacher experiences before the end of the school year
	+ Tentative date - May 9?
	+ Need more guidelines for the staff experiences this year

**Principal’s Update**

[Mrs. May’s Update](https://docs.google.com/document/d/1mTtYxvTk-7kJuEdE3Tp1uP7s_w2ZeNAj/edit?usp=sharing&ouid=108379804754462511744&rtpof=true&sd=true)

**Celebrations:**

* Thank you PTA for running the book fair and making it so successful! Special shout out to Ms. Trinkle and Ms. Ewen!
* Thank you PTA for helping us profit $57K from the Apex Leadership Fundraiser!
* Thank you PTA for supporting the Carpool Casanova event and making it a great way to start the day!
* Thank you PTA for organizing the landscapers for the garden clean-up effort.

**School announcements:**

* The NC Board of Education released accountability results for 23-24:
	+ Our school EXCEEDED GROWTH in 3-5 EOGs for the first time in five years!
	+ Our school moved from a B letter grade to an A letter grade.
	+ We increased our school proficiency from 84% to 87% on 3-5 EOGs.
	+ Our school had the highest mClass reading proficiency in the district at 95%!
	+ Our school made the highest growth designation on mClass, which is well above average progress for our students.
	+ Here is the link to the WCPSS Progress Reports: <https://www.wcpss.net/Page/5055>
* We are excited for the many school field trips coming up and the Arts Showcase!
* Anyone interested in helping support OCE being in the Apex Christmas Parade? We would love to host a float this year and have the PTA and some of our clubs represent our school. Let Mrs. May if you are interested.
	+ Oct 22, 11 am, OCE media center: meeting to discuss
	+ Chorus club will participate
	+ Starting to plan and figure out staff and parent interest
	+ Parade is Dec 7
* We need lunch volunteers - please consider signing up here: [Lunch Volunteer Sign-up.](https://www.signupgenius.com/go/4090C45AEAA2CA5F85-ocelunchroom#/)
* We had a successful supply drive last week for Operation Airdrop. This week we are collecting new or gently used winter clothes (Matt Morgan is picking up and delivering items).
* We had a successful campus clean-up last week with parent volunteers and Kids Corps!

**Ongoing updates:**

* Find the PTA newsletter here:
	+ [PTA Beacon Newsletter here](https://secure.smore.com/n/7tfaqz).
	+ Please find our communication protocol for [Whom to Contact at OCE here](https://drive.google.com/file/d/14IIHnH6ctgFYzxkgbkzz7qp0DbEF6MWY/view?usp=sharing).

**Important dates to remember:**

* October 9 - National Walk to School Wednesday
* October 10 & 11 - Tracks 1 & 2, 5th Grade D.C. Trip
* October 16 - Unity Day- Wear Orange
* October 17 - Arts Showcase, Tracks 1 & 3
* October 18 - Fall Festival
* October 23 - Spirit Night at Shake Shack
* October 24 & 25 - Tracks 2 & 4, 5th Grade D.C. Trip
* October 30 - Art Showcase, Tracks 2 & 4
* November 5 - No School, Teacher Workday
* November 6 - Family Marathon Run Day, Tracks 2 & 4
* November 11 - No School, Veteran’s Day
* November 13 - Family Marathon Run Day, Tracks 1 & 3

*\*\*\* Here are* [*24-25 Whole School Dates*](https://docs.google.com/document/d/1rx-mU1cWMe4R6x1QpN6wV9iXP6TbHzyzC501cJ-rtWo/edit?usp=sharing) *at a glance.*

**\*\*\*** [24-25 Year Round Calendar](https://www.wcpss.net/cms/lib/NC01911451/Centricity/Domain/19/24-25%20YR.pdf)

**Additional Resources:**

* Here are the [Staff Favorites.](https://docs.google.com/spreadsheets/d/1PycunsJ-tqauXa0ngtOHfry9wpNl7gY6v2TvLFMvXRI/edit?usp=sharing)

**Treasurer Report** – Bethany Schneider

* [September Budget Update](https://drive.google.com/file/d/1-mV7NDnYFIrVD94hlo7sduMtupxvqdwv/view?usp=sharing)
* For reimbursements, please use the [Check Request Form](https://docs.google.com/forms/d/e/1FAIpQLScnLu-YcqSmK3XcDzgmC38bEvSIsAnpIrwebNH1WqbT63Kiqw/viewform?pli=1&pli=1)
* New electronic [Debit Card Authorization form](https://forms.gle/2TvkChzu31kQwGth7)
	+ All are welcome to use this debit card, especially for larger expenses

**Committee Reports**

**Apex Leadership Fun Run** - Laurie Jendrasiak

* Feedback? Would love thoughts on how everyone felt it went this year!
	+ Apex Leadership staff were much improved from last year
	+ Shirts were better this year
	+ Marking the shirts was difficult - is this necessary??
	+ General feedback is that running laps was much better than the glow party
	+ Worked well with no trinkets
	+ Could we send fundraising updates along the way - like we’ve raised enough to get XXX (10 bookshelves, etc.)?
	+ September dates were much better than the previous October dates
* Michael emailed dates for next year along with docusign to lock us in (which we will wait a few months to sign)
	+ Tracks 1 & 3: August 25- Sept 5
	+ Tracks 2 & 4: Sept 8 - Sept 19

**Fall Book Fair -** Stephanie Trinkle & Loretto Ewen

* First book fair proceeds will go to grade-level (second to media center)
* Ms Trembly and Ms Bishop asked if we could use Scholastic cash to purchase books for the Cary outreach group - Ms May recently found backpacks filled with books to give to this group
* Gross sales - $26,ooo, profit share on $24,320
	+ In line with expectations, although slightly lower than previous years (had to move FallFest due to Hurricane Helene, along with no school on that Friday)
	+ Scholastic dollars get 50% share, Cash gets 25% share
	+ Used Scholastic dollars to buy teacher books, as Share the Fair money rolls over
	+ Decision to take more cash for this book fair
	+ Can we also include the specialists (7), counseling team, and special ed in the grade-level give?
	+ There are some books that Ms Trembly wants that we can’t get on Scholastic
* Book fair bingo - 2 classes won (Ms Reidinger and Ms Brown - both 3rd grade teachers), budget is $100 or less for snacks for the winning classes (chips and something sweet, or ice cream sundaes) - will look in the PTA cabinet for snacks

**Fall Fest -** Robyn

* Rescheduled for Oct 18, 5:30 - 7:30
* Booked 5 inflatables thru inflate-a-party - 2 bounce houses, 2 bounces with slides, 1 obstacle course and 2 generators - will also bring mine from home
* Booked DJ Drew and photo booth - Laurie will decorate a backdrop in a fall theme - hay bales, etc.
	+ DJ will play games every 30 minutes or so
* Food Trucks - Mr Wingz and Mrs. Things, Magnificent Concessions
	+ Also popcorn donation from the movie theater!
	+ Ice cream truck? Yes - let’s try
	+ Taco or pizza truck? No - the other two are enough
* Face painters - all simple designs and temporary Tattoos table
	+ 2 people booked to paint faces
* Take out soccer/footballs/etc for field
* Chalk
* Contacted AFHS for volunteers again - have plenty of volunteers!

**Spirit Wear** - Kathryn Broaddus and Laurie Jendrasiak

**Teacher Appreciation -** Jessica, Jessica, Allison

**Cultural Arts** - Meagan Bereman

[Cultural Arts 24-25](https://docs.google.com/document/d/1IbqPiGW3D5Lsmv1sy1mfi8BLe2HrTePfoV6E1A0KY5k/edit?usp=sharing)

* Ms Dickens - sub coverage? Meagan to email Ms May to ask about this
	+ Ms Barlow - likely needs half day sub to help with Picket Fence project
* Dave MacDonald - asked about presale of books to get books signed? Pre-order online? Provide link for parents to buy book after the presentation
	+ Ms May - rather not allow signed copies at the event; would prefer link to be sent after
* Slightly over budget (~$500) - that’s ok, go ahead
* Review the dates with the APs

**Spirit Night** - Meagan Bereman

* Fresh Ice cream: $163
* Red Robin: $146.47 check received?
	+ Reading program - read 5 books, get signed by teacher, then get a free kids meal
	+ Could give them to one of the Book Fair bingo classrooms (only got 24)
* Shake Shack: Wednesday Oct 23, 5-9 pm, flyer needed
* [Regal Cinema Nationwide campaign](https://www.groupraise.com/offer-campaigns/45796-olive-chapel-elementary-regal-fundraising-campaigns)
	+ 2 tickets for $30; $7.50 per bundle goes back to the school
	+ Sept 16-Dec 15
* Papa John’s Nights: November 21, Jan 14, March 22 ?
* Culvers and Dugout for Spring?
* Wake Oasis?

**Advocacy/DEI -** Kat Roblez

* On September 9, I met with the Family Engagement Committee about a multicultural event - International Night. They were very interested in it, and they agreed that the best format for this inaugural event is to have families sign up to present something they would like to share about their culture - it could be cooking, art/henna art, a dance performance, etc. We also discussed the idea of using different rooms to host these different types of events. They thought that we should start the process by sending out a Google Form which would not be an official sign up yet, but would gauge interest and to let families know this is a new event we'll be doing this year.
* I will create and send around a draft Google Form which would be intended to gauge interest in this event and to see what types of presentations families are interested in. It would also help us to spread the word about this, and give teachers time to explain this to students and their families.
* I would love volunteers to help with planning International Night!
* April 15 tentative date

**Additional Information**:

* School supply kits: met with EPI rep and shared feedback (esp. re: headphones); can be more specific with lists about brand names, will send samples of headphones so that we can choose better ones; can remove some items from the list and ask them to be purchased separately