

# Burns Park PTO Meeting Minutes

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## Burns Park PTO November 2013 Meeting Minutes November 21, 2013

**Executive Board Members Present:** Jen Denzin, Jennifer Monk-Reising, Helen Levy, Marie Todd, Dan Hamalainen, Jenny Freisthler, Corry Berkooz,, Matt Toschlog, Laura Whitridge

**Staff Present:** No Staff Present

**Others Present:** Jill Schloff, Melissa King-Polsinelli. Andrew Schroeder, Carolyn Loh

The meeting was called to order by Jen Denzin at 7:03pm

### 1. Introductions

### 2. Approval of the Minutes

- The minutes from the May 2013 meeting were officially approved
- The minutes from the October meeting were approved as amended

### 3. Principals Update (Provided by Jen Denzin)

- Mr. Hatt thanked everyone for a successful auction
- The first edition of the Penguin Press will be released the week of 11/26 and lower elementary classes are working on class newsletters. Additionally, Mr. Hatt is currently reviewing 4<sup>th</sup> and 5<sup>th</sup> grade response letters and identifying potential new authors for the Penguin Press
- A new inclement weather procedure for the morning bell has been communicated to families and a small group is working on alternatives for indoor lunch activities
- Dr. Swift held her listen and learn tour discussion at Burns Park 11/12. Mr. Hatt will be reporting the outcomes of those discussions to the Burns Park Community

### 4. After School Tutoring Program Update (Provided by Melissa King - Polsinelli)

- The after-school tutoring program will begin in December and run through the first week of May. Participants will meet 3 times a week (T-Th) for a total of 47 times in the year
- The program is for 2<sup>nd</sup>-4<sup>th</sup> graders and there will be 10 students from each grade for a total of 30 children. The program will be in the Media Center and include a snack, reach, and 3 20 minute centers
- Teachers are identifying the students that will participate with a focus on children who need a little extra support to meet the achievement level and
- The program will be delivered in the budget set by the PTO with 2 paid faculty members 2 parent volunteers who are certified elementary school teachers (hoping to find a third parent volunteer), and volunteer students from Gabriel Richard and Pioneer High School

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## 5. Presidents Update (Provided by Jen Denzin)

- The PTOC has put together a comparison of PTO budgets across the various elementary schools in the district to provide information on fundraising activities and funding provided by each PTO. This information was shared with the Burns Park PTO for review.

## 6. Budget Update (Provided by Helen Levy)

- Prior to the Auction Funds the PTO has raised \$10,000 and paid out \$13,000 in expenses. All fundraising goals have been exceeded to date

## 4. Auction Update (Provided by Jennifer Monk-Reising & Marie Todd)

- The Auction exceeded the fundraising goal for the year
- Actual auction donations totaled \$19,934 with 2 cash donations raising total proceeds to \$20,050. In addition \$2,287 was raised from the Grange dining event
- Expenses totaled \$1200 (with \$200 donated back)
- The estimated total raised after expenses is \$21,243

## 5. Playground Update - (Provided by Corry Berkooz)

- The playground design has been developed and broken into 3 phases for fundraising purposes
- The company that the committee currently plans to purchase the largest piece of play equipment from has a grant period every fall that provides a significant savings. The goal is to begin the capital campaign in January 2014 and reach the 1<sup>st</sup> phase fundraising goal by August to allow purchase of the large play structure in the beginning of September (when the grant period opens) and have it installed in early October.
- Laura Whitridge moved that the PTO officially support the playground design and fundraising plan (second Dan Hamalainen). Motion approved.

The meeting was adjourned at 7:54pm

*Laura S Whitridge*

*1/16/2014*

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Laura Whitridge, Co-Secretary

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Date of Approval