

BURNS PARK PTO
General Meeting – Draft Minutes
March 19, 2015

Executive Board Members Present: Dan Hamalainen, Lauren Kirnshef, Helen Levy, Sylvia Marino, Courtney McCreadie, John Pottow, Rabindar Subbian, Marie Todd, Laura Whitridge, Shawn Ye,

Staff Present: Chuck Hatt

Others Present: Reekah Desai, Brian Hayden, Jill Schloff, Curt Zell

Meeting called to order at 7:05 pm

AGENDA

- 1. PTO President's Report**
 - a. Two busy months of successful activities. Thank you to everyone who participated in March is Reading Month & Special Interest Fair

- 2. Required Organizational Business**
 - a. Rabindar moved to approve the January minutes, John Pottow seconded, January minutes approved unanimously
 - b. Noted that the Lucky's fundraising event on March 26th will go to the Burns Park World Language Initiative as approved by the Executive Board via email
 - c. Have received invitation from the Tappan PTSO for interested 5th grade parents to join their meeting in order to learn more about Tappan

- 3. Proposals, Report, & Presentations**
 - a. Request to fund 2 hours of translation services for 6 weeks at a cost of \$908 for a student who is a refugee from Iraq. Mr. Hatt has looked into other resources and has not found other alternatives. John Pottow made a motion to approve the request and take the amount out of the Golden Apple Fund and increase amount to \$1,300 to make sure needed funds are available. After further discussion Rabindar moved to take John's original motion forward without amendment, Dan seconded, proposal passed unanimously.
 - b. There is a tree at Burns Park that was planted by the PTO in honor of Ms. Morehouse. The PTO has paid for the care of this tree in the past. The arborist who planted the tree has stated that the tree needs additional fertilization to keep it alive. Rabindar moved to pay the arborist \$136 to fertilize the tree. Helen Levy Seconded. Motion passed unanimously

- c. Treasures Report
 - i. Have raised \$41,000 to date of \$53,000 goal.
 - ii. Expenses look on track
 - 1. Currently spent ~ \$20,000 to date. Expenses look larger at the moment due to earmarked checks for 4th grade camp and 5th grade graduation – this will rectify once payment is made for camp and graduation expenses.
 - 2. Golden Apple requests have been lower than usual.
 - 3. John asked the Treasurers to investigate why there is also a negative expense for summer learning
 - 4. Reading club expenses look low, but organizers usually turn in expenses all at once at the end of the year
 - 5. Discretionary fund created to support the School Improvement Plan, where Mr. Hatt can approve expenses, has not yet been spent. If Mr. Hatt approves, Math club expenses would be funded from this fund.

4. Member Proposals

- a. John Pottow suggested that the PTO discuss BP WLI and whether it makes sense for it to be separate organization. Mr. Hatt provided an update on BP WLI activities (see Principals Report below). John suggested the WLI board provide an update to PTO once a year
- b. Discussion on improving transparency of School Improvement P Process to enhance understanding/ support of the plan
- c. Discussion of long-term PTO goal development process. Agreement for Lauren Kinsherf and Laura Whitridge to meet to further develop a plan of action

5. PTO Committee Chairpersons Remarks

- a. Burns Park Run (Provided by Curt Zell)
 - i. Slightly ahead of schedule with registrants, but weather as date approaches often impacts final results
 - ii. Still looking for volunteers to be able to hold the race
 - iii. Sponsorship is strong. Kathy Brzoznoski has performed a lot of work to increase sponsorship. Probility is again the lead sponsor and donating additional funds. Ann Arbor Pediatric Dentistry is sponsoring the fun run which is a new source of sponsorship

- b. Fundraising Report (Provided by Marie Todd)
 - i. Playground contract will be signed with the district and the playground vendor Miracle by end of the month. Hope to break ground in April if ground has thawed. Special thank you to Brad Whitridge and Playground committee who have spent many hours to bring project come to fruition
 - ii. As the district will manage the contract with the builder and manage the playground long term, the district will pay for the playground and the PTO will donate the funds raised by BP to the district. The PTO will sign a memorandum of understanding with the district that the Burn's Park donation will be used towards the new BP playground.
 - iii. Wonder project will be kicking off soon and there will be a very minimal fundraising ask
 - iv. On March 24th, Lucky's will donate 5% of all sales to BP World Language Initiative

6. **Principal's Report**

- a. Mr. Hatt provided additional context on the development of the School Improvement Plan and progress to date.
 - i. Math Goal
 - 1. The SIP looked at the longitudinal data which showed that students that come from Burns Park continue success in reading, but in Math success drops off and fewer students are successful in Math by 8th grade
 - 2. Looked at what was successful in reading – the clear and concise targets by grade, standard formative assessments, and interventions when needed. In math there are 40 or 50 outcomes with no interventions
 - 3. School Improvement plan provided \$5,000 from the state and Larry Hastie donated \$5,000 to improve math outcomes at Burns Park. First step was a project to develop common standards for Math and then Rekah Desai & Carrie Chester created the Math workbook to help support the differentiated learning with Kahn Academy as one tool
 - 4. Currently assessing technology needs to meet goal as classroom computers can not run Kahn academy and computers in the classroom would provide teachers more options to have differentiated math experiences
 - 5. Teachers are exploring other ways to support differentiated learning options

- ii. World Language Goal
 - 1. As part of School Improvement Plan, asked to assess one school program.
 - 2. There has been a disconnect as K-2 students were learning a lot and then having to start over when district program started in 3rd grade.
 - 3. This year WLI expanded to cover 3-4th grade as well so that students don't have to start over.
 - 4. Have been assessing what can realistically accomplish in a 20 minute lessons a week, what the goals for the program should be, and what it will take to accomplish them.
 - 5. There is a plan to survey all BP parents to determine whether support remains for the program and what they would like the program to accomplish.
 - 6. If it was decided not do anything, the district would still provide 3-5th instruction
 - iii. The School Improvement Plan reflects the plan Mr. Hatt thinks Burns Park should take to help achieve the vision parents want for the school as Mr. Hatt understands it
- b. Mr. Hatt also reported on the progress of the Reading Club to date.
- i. The Reading club is 90 minutes with a read-aloud snack, and three 20 minutes rotations for 1) small group reading instruction, 2) reading to a mentor, and 3) computer program instruction.
 - ii. The first session had 28 attendees. To date there are only 13 attending session 2
 - iii. Mr. Hatt will provide on report on the outcomes for children who participated in the program at the end of the year.

The meeting was adjourned at 8:34 pm.

Respectfully submitted,

Laura S. Whitridge, Co-Secretary