

**BURNS PARK PTO**  
**General Meeting – Draft Minutes**  
**October 20, 2016**

Executive Board Members Present: Alexis Braun Marks, Kristie Martin, Jenn Monk-Reising, Jill Schloff, Marie Todd, Dan Hamalainen, Brian Hayden, Amy Huang, JoLynn Montgomery, Jane Montas, John Pottow, Janet Simpson, Laura Whitridge

Staff Present: Chuck Hatt

Others Present: Erika Boehnke, Tamanikes Steward

Meeting called to order at 7:05 pm by Marie Todd

**Welcome and Introductions**

The fall is off to great start. Fall festival was well attended, Weed n' Seed off to a great start although will be closing up the garden for the year next week, Walk & Talk up and running, with open slots for November. Lost and Found is already filling up, hopefully you were able to open second email with images sent last week. Several editions of Burns Park Press were published. The Volunteer Coordinators and Fundraising Committee are working hard and doing a great job to support our BPE community efforts.

**Updates**

- President-Marie Todd
  - Directory at the Printer. On hand tomorrow, delivered to school at 2pm. One per family and enough so each teacher can have one.
  - The Executive Board approved over email a one time donation of \$250 to help meet the high priority needs of teachers at Allen School as they manage their (temporary) relocation because of the recent flood damage to their school.
  - Costume collection going well and we should have costumes in multiple sizes for any kids who need them for the Halloween parade.
  
- Volunteer Coordinators-Jane Montas and JoLynn Montgomery
  - Rolling out Sign-up Genius Pro. There have been a few hiccups but they are figuring out directions on how to administer. The hope is that the public information format will encourage them to sign up and information about how to get into your kids classroom and take away the distrust of PTO taking over things. Hoping that we are removing the human error and being the bottleneck and hopefully will get people connected with opportunities. If you have comments or

are hearing how to improve it, or that it is great we need everybody's feedback. Next year will be faster, given that teachers will have the same login information.

- Committee chairs. Anyone who signed up in the database they should have the signup genius information that they need.
  - Movie night. It has been decided that it is not anything that someone wants to spearhead solo. The space is booked and signup genius is set up, so just need individuals to take a night, receive a how-to packet, do the event, and then that way it is not so high impact. Laurel Schroeder will do November 4th. If you know of anyone that is interested, direct them to the hub.
  - Would really like the signup genius hub to be on the website.
- Special project/investment discussion-Jane Montas

Looking at the possibilities of spending surplus, with the idea that we are going to our donors in a few weeks and want to show them how we are improving the school community. Combed Spring 2015, priorities and problem areas judged by both parents and teachers. A lot of similarities and much of which we were able to accomplish, e.g. technology purchases, increased funding for book purchases, Project Lead the Way, increased support for special teachers, one time storage purchases.

This leaves us with building concerns, cleanliness, air conditioning. JoLynn Montgomery, Stephanie Martin, Jenn Monk-Riesing, and Jane Montas were looking at projects that would have high impact and stay within the budget. Proposing to fix up the front of the school in an effort to diminish the general dirt. Given discussions with grounds keeping, we know that we can't fill them in and have them succeed. We would like to provide additional classroom or outdoor eating space, given that the wooden tables are in disrepair. Essentially, to give us an all purpose room that we don't have in the building. Focused on this given that our money would not make a dent in the building needs, e.g. air conditioning. Chuck Hatt cautioned about infrastructure of the building, electrical, and plumbing and that the age of the building was acknowledged by the superintendent and board, and either to gut it and bring it to code, or start over.

Question about the proposal: Drainage problem? Have questions about where the water would go. If there is interest Jenn Monk-Riesing would go back to the independent contractor who did the upper grade playground. Whether a rain garden would be a nuisance. Issues of grading. Aesthetics are a part of it, but lack of usable space is a bigger issue. What is a piece that we can do within our \$30k budget and have high impact. Expanding our community space. Do we have to go through AAPS? Have worked with AAPS buildings and grounds in the past and have learned from them the contractors that we can use, have to work with them to discuss them. Have to use materials and contractors that are district approved.

Next Stages: There was general interest in the room to pursue the project. Mostly to understand if it was anything that we could afford. Quotes are important, need to look at options, and understand, what our dollar will do when working with the district. Committed to replacing tables.

- Fundraising Coordinator
  - Annual fund, have already met our goal ahead of schedule.
  - Auction goes live on October 29th at 11:00pm. Includes new and exciting adventures, parties and experiences. If you are planning are coming to the dinner, get your reservations. Recommend going with a smaller party and go early. 6th annual fundraiser. Any last minute ideas, email Jenn Monk-Reising. Have 100% teacher participation this year. Teachers really excited and really supportive.
  - Solicitation for someone who can start working with Jenn over the next few years to start taking over fundraising, the auction, annual fund, etc.

- Classroom enrichment committee-Jenn Monk-Reising

\$2500 on the books for the enrichment committee, when we met with teachers in all of the grades. Cindy Woo, son Jason Ang is a 2nd grader, she has a history of working in the schools and will lead the committee along with Jenn Monk-Reising and Laura Kinsharf, to launch with the teachers after thanksgiving. This will consist of hands-on, experiential opportunities to engage with the real world either through people or activities, on-campus or off-campus. The basis for the experiences will be driven by grade-level curriculum with a few that can be offered school-wide. May not be doing this with all grades this year, but will do a pilot.

- Treasurer's Report-Dan Hamalainen

Have raised about \$12k Reflects any deposits made as of October 20th. Have spent about \$10,500.

Regarding the teacher subsidy, if anyone doesn't know about the subsidy, let Dan know. Any additional line items, please email Dan.

- Additional Questions, Comments, Concerns?
  - Should send out the minutes. Will have to double up approving minutes at next meeting. Send out and accept the minutes from the meeting.
  - Have picture retakes tomorrow. Any last minute volunteers, please let JoLynn know.

### **Community Outreach Efforts-Jill Schloff and Janet Simpson**

3rd grade teachers met at lunch, haven't talked to Jill yet. A lot of great ideas within the school about outreach and inreach for winter clothing. The idea of this committee was to continue on the spirit of lunches with love to help the greater community. Have been trying to think of ways to get kids involved within service communities, and a great push to do this within our school. How do we figure out how to do this and integrate this. The idea behind the community outreach was to get students involved not with fundraising but with other ways of giving back. Would like to do letter writing to veterans for holiday, and one-offs lunches and get students involved, and get them to think about giving back to the community.

See what makes sense, and be sure that we aren't imposing too much on the classroom schedules, but if there are some ideas from the teachers first that would be a bonus. More action based objectives, and to do more inreach, but it wasn't the goal for this year.

If they have ideas within the school to come to the PTO with the plan. Budget for the committee is \$500.

### **Principal's Remarks-Chuck Hatt**

- School improvement plan.
  - Increase math achievement which has been accomplished with the purchase of technology as well as enrolling in Khan academy. This has been a great intervention. The 5th grade has really been enjoying the online math experience, which is very similar to the Khan curriculum. This does require individual enrollment, which was being done by a parent last year, so am currently working with the district to get assistance with that data entry.
  - Working with each student, to create a student owned goal for reading and mathematics, for children to look at what they are doing and it has been shown to increase their success.
  - Unfortunately lost a valuable piece of software for reading. Will be approaching private donors to fund this, but unsuccessful will be using funds from the school improvement plan line in the budget. Paying attention to achievement. Looking at standardized testing, and most of it is just being in compliance, i.e. the new reading bill that would impact 3rd graders.
  
- Annual evaluation. Includes a conversation that looks at the data of the subgroups of students at the school. Given the unique breadth in achievement and continuum of socio economic status at Burns Park we faced with a broad range of resources and background experiences, and one of the most important bell weathers has been looking at disaggregated data for African American students and economically disadvantaged

children and the data shows that every year they spend at Burns Park they do better, and so we got great kudos for that.

- School Climate. A few things about that, we now have a full complement of lunchroom helpers. All of them are good folks and kind to kids, Rick Simpson especially celebrity status. Jane, Kristie and Jenn, the remake of the cafeteria, insistence of parents that their children treat friends kindly the climate has dramatically improved and it is now allowing us to have a responsive classroom, where we can let those students who can be let go to navigate on their own go, and those that need more support, have more support. Because of the dynamic of our building we always need to be working on creating the consciousness of the legacy of race, and economics of our society. Will be meeting with some folks to start thinking of ways that we can start taking care of our kids and our community.
- Burns Park World Language Initiative. Have raised \$10,000 to date. That in addition to the \$5 thousand gift from the PTO puts them  $\frac{3}{4}$  of the way to their annual goal.
- Project Based Learning. Couldn't be more thrilled. Great curriculum, an effective teacher that can work with k-5, and are the hosting teachers welcoming, collaborative. [PTO Feedback is that the classrooms are restrictive for the kids to do what they need to do, and we don't have access to the auditorium because there are classes being run in there.] Acknowledge that it is a problem, upper administration also knows. I had 10 people from the central office and the only space to meet was my office because every square inch of classroom space was being used and they kept asking if there wasn't a different space to use.
- Better solution for Indoor recess. Will be getting in touch, but want to have an indoor recess volunteer for every classroom.
- New teachers. Another special education teacher. Julie Bohls, will be shared with Eberwhite. Getting new teacher in the ASD classroom. Am committed to being the place where people go to learn how to teach kids on the neurodiversity spectrum.
- Half-day release on the 26th. Release time on the AAPS text schedule. Kathy Cramer emailed out a reminder.
- Don't forget to follow us on facebook and twitter.

### **Other items**

- Halloween parade: Monday, 10/31 at 3:15pm start time
- Next PTO meetings:  
November 17 at 7pm

January 19 at 6pm

March 16 at 7pm

April 20 at 7pm

May 18 at 7pm

- Send classroom photos to Michele Rivette for the yearbook has been asking for large groups of children. [michele.rivette@gmail.com](mailto:michele.rivette@gmail.com) Chuck Hatt suggested taking images from Twitter or Facebook.
- Jenn Monk-Reising. Finished kindergarten t-shirts. Kindergarten teachers asked how they could thank the PTO and asked that they do it publicly. So kindergarten and 2nd grade teachers will write an article for the press to be shared with the rest of the donor base.

Meeting adjourned at 8:35.