

Burr PTO Meeting Minutes

December 16, 2020 7:30 pm - 8:35 pm

Notetaker: Kyle Crossley

Attendees:

- Board Members:
 - Jenn Reale, Co-President
 - Pam Rajasekhar, Co-President
 - Jon Spack, Co-President
 - Lucy Galvan
 - Alyssa Haggerty
 - Kyle Crossley, Secretary
 - Leah Schwartz, Treasurer
 - Spencer Poole
- Burr School president Mindy Johal
- DLA Liaison - Al Olszewski
- ~15 other parents, some in and out throughout the meeting: Allison Kelley, Amie Butler, Amy Goodman Sanders, Angie Kim, Betsy James, Brenda Pring, Chialing Chiang, Christine Dutt, Dena Snyder, Laura Sexton, Marie Andrawes, Naomi Grace, Shannon Derick, Stephanie St. Pierre

Materials:

The Board used a powerpoint deck during the meeting (the "Board Materials")

Minutes:

- Welcome - Pam Rajasekhar called the meeting to order at 7:00pm
- Questions & Answers with Principal Johal
 - Overview of K-2 planning, especially extension of days coming in January
 - Lunch time: K- 11:35, Gr.1 - 12:00, Gr.2 - 12:20
 - Covid-19 communication overview - fortunately no positive cases while kids at school, so no communications have been needed to this point. You will receive such a communication
 - Snow day overview
 - Q&A
 - Any staff changes? Yes, a math aid was hired, and a replacement for Betsy Juarez (maternity) leave was hired.
 - Is lunch being made available at no cost? Yes
 - What is the plan to balance days between cohorts? It is already balanced: 4 days for A; 5 days for B
 - How is the gift card drive going? As of today, 65 cards, which is good. There will be more in the final days this week.

- How do we get more families on the directory? Ms. Johal happy to send communication if PTO wants to put together. Can't force families to register, though.
 - Will there be any teacher appreciation events? Yes, the PTO gave gift cards to teachers. Ms. Johal will reach out to PTO if any other way to help.
 - How do we learn more about ELPAC (English Language Parents Advisory Council)? Please email Ms. Johal for more info.
 - Will there be progress reports this year? Yes, the report card will be the same, but there will be some explanation about how to read the reports, given the unique year.
 - Are there any more opportunities for one-on-one time with teachers? Probably not beyond the time that is already available for large and small groups during class time, but they are with their classes 5 days a week already. Feel free to email Ms. Johal with any suggestions. One optional thing to help kids get connected is to have a virtual lunch session - will start in January.
- Membership Toolkit
 - Alyssa Haggerty reiterated the need to enter/update information at burrpto.membershiptoolkit.com
 - 2020-2021 Budget & Fundraising Update
 - Leah Schwartz gave an overview of recent expenses and fundraisers:

Expenses: We've spent \$7,395 (26% of the \$28,315 budgeted for expenses)

Fundraising: Raised \$6,774 to date (24% of \$28,350 goal)

Wolf Fund: \$3,449 so far (19% to goal of \$18,000)

Recent Fundraiser Results: Paddy's, Bertucci's & Just Next Door combined = \$937.50

Election Day Bake Sale: \$1,878! (exceeded target by 3x)
 - Jon Spack gave a Wolf Fund update
 - Appeal letters went out in folders/DLA packets last week
 - Online appeals are ongoing - especially on giving Tuesday
 - Important to teacher supplies and appreciation, celebrating diversity events, creative arts and sciences, supporting the library
 - We are a 501c3 - donations are tax deductible

- Ways to donate:
 - <https://tinyurl.com/BurrWolfFund2020>
 - Check to school, made out to Burr PTO - in mail or student's folder
 - Company matches
- Will there be any outdoors events or special guests?
 - We will certainly look to be creative while maintaining all safety
- PTO Board Recruitment - Pam Rajasekhar gave update:
 - Amie Butler - running for Co-President
 - Sarah Barbrow - running for Education Coordinator
 - Still need a Fundraising Coordinator
 - Please reach out to any board member if you are interested
 - Elections will be held at January community meeting
- DLA Update - Al Olsewski gave update:
 - Coffees were held for each grade in the past two weeks where certain issues were raised and communicated to Ms. Johal
 - Ms. Johal has addressed with Al
 - Will look to do it again, probably in the evening to appeal to different group, too
 - Looking to set up blocks of time on the playground designated for certain grades
 - Thinking of how to do unstructured virtual time "zoom recess"
- FORJ Update - Lucy Galvan gave overview:
 - There have been 3 well-attended FORJ adult education series events so far
 - We are looking forward to planning more events in the spring semester
 - Next Citywide Meeting on Thursday, January 21, 2021
 - Burr FORJ Meeting on curriculum/mission January TBD
 - For more information, visit: <https://sites.google.com/view/burrforj>
- Coming Attractions
 - Kyle Crossley gave overview (after fixing his mic issues) of
 - Trivia Night
 - The event is open to all and sign-up closes TONIGHT!
 - <https://www.signupgenius.com/go/60b0d4dafaa23a0fb6-burr9>
 - PTO Meetings
 - Wednesday 1/20 @ 7:30 – First Community-Wide Meeting of 2021 (registration to come)
 - Wednesday 2/17 @ 7:30 – PTO Board Planning Meeting (open to all, email info@burrpto.org for Zoom info)
 - FORJ Meetings
 - Citywide Meeting Thursday 1/21
 - Burr Meeting January TBD

- Questions
 - Can PTO send information to room parents in advance, so that room parents, send to parents with more notice -- for example with teacher appreciation?
Would be great to get all info for the upcoming month at end of prior month.
 - Sounds like a great idea. We will look into what we can communicate in advance and try to get that to room parents in a block, as suggested

Pam Rajasekhar closed the meeting at 8:35pm

