

Burroughs PTA Meeting Minutes
April 24, 2018
6:30-8:30

Officers Present:

Stephanie Marolt, Vice President

Steve Connelly, Co-Treasurer

Jennie Hartman, Volunteer Coordinator

Madeline Lohman, Secretary

Introductions

Stephanie started the meeting by reminding everyone that the PTA was about bringing parents together, not just managing money, and asked that everyone introduce themselves to someone new in the room.

Minutes and Special Budget Requests

The March minutes were approved. There were no special budget requests.

Election of PTA Officers

The PTA needs a new President and Vice President next year since Stephanie is moving out of the school.

Catherine Lipinsky was nominated for the Presidency. She has a third and fourth grader and has been at Burroughs since they were in kindergarten. Burroughs is her community. She previously helped run the Silent Auction and she volunteers with Bravo.

Britt Waterman was nominated for the Vice Presidency. She has a first grader at Burroughs and a 6th and 8th grader who previously went through the school. Her child has an IEP and gets special education services which is not a side of Burroughs that everyone sees and so she feels it is very important to make sure everyone is included. She helps with the Bulletin, Destination Imagination, Art Adventures and the directory.

Catherine and Britt were elected unanimously. A new co-treasurer has expressed interest but couldn't come tonight and will be elected in the fall.

PTA Budget Update and Approval

First, Steve presented an update on the budget for the current year vs. actual expenses and income. Income is right on track with the budget. Expenses are down, but he expects that to get closer to the budgeted amount as teachers submit their reimbursements at the end of the school year. At the moment, net income is \$22, 934 but that will go down. He also presented the discretionary budget, which still has \$5566.05 in it.

Steve then went through the PTA budget for the 2018/2019 school year, which will be available on the PTA website. A few things look different. The Read-a-Thon is budgeted to be lower next year to match what was raised this year. We have brought the classroom donations for the silent auction into the budget, but the revenue is exactly balanced by the expenses, so it is a wash. For the book fair next year,

we will go back to receiving cash rather than Scholastic dollars because they weren't flexible enough for the teachers. The yearbook was also brought into the revenue totals but is balanced by fundraising costs later for another wash.

For spending, teacher enrichment remains the same. There was a discussion on whether that amount needed to be raised to make sure teachers didn't have to spend their own money on classroom supplies. It was agreed that the amount would be left the same, but that we could survey teachers when they submit receipts on whether the amount is adequate.

Mindfulness is down substantially, because the goal was always to transition away from Jen providing weekly lessons in classrooms to mindfulness practices being incorporated throughout the day every day by teachers. This change was driven by teacher requests. Jen will be a consultant for the Positive Schoolwide Engagement team to make sure mindfulness is implemented. She will hold a fall family event and provide professional development and coaching for teachers throughout the year. For new teachers who have not previously had mindfulness, like Kim Manes in kindergarten, she will provide lessons like she did in previous years. This also includes funding for 12 spots in an online Mindful Schools certification course. 8 teachers have already expressed interest.

The courtyard fund is higher because they will be taking over the pots by the front entrance. The PTA has lawn signs to distribute today and will order more next year. The child care fund is also higher to reflect the new costs now that we employ an adult whenever we offer child care. Check printing and the audit are lower thanks to new reforms by the treasurers. The PTA now owns a check printer and lots of check paper. We also contract with a CPA firm to reconcile the books monthly, meaning we are no longer required to have an audit. Art Adventure costs are lower because the buses don't cost as much.

All the money from the Silent Auction goes into the Achieve Minneapolis fund. There was a discussion on whether to change that since the money in the Achieve fund is more limited, but it was decided to leave it as is since Ana Bartl plans to hire one or more teacher emeritus to serve as interventionists next year. Parents are also still pursuing a variance with the school board to be able to use the money to fill regular staff positions. Parents are encouraged to talk with Carolyn Brownlie for more information.

For special programs, the Deep Portage buses cost more this year, so that line item was adjusted. We've also made Pollinate MN a permanent program, so they don't have to request discretionary funds every year. The yearbook was moved to fundraising.

For specialists, the only change is adding funding for Jake Knaus who will be running the STEM specialist program. He may need other funds to establish the program in the fall. Ana Bartl will be discussing it with him. There may be district resources, or it could be drawn from the Achieve money as well. The gym teachers are ending ice fishing because they never caught any fish and doing a fishing trip at a different time of year, which costs less money.

Overall, budgeted expenses are slightly lower. Steve projects that there will be \$4461.64 left in the budget and at least \$1057.36 in unused money rolled over from this year, for a discretionary budget of \$5519. The budget was approved unanimously.

Committee and Event Update

Lara is looking for someone to help with EZ Bucks next year. She is hoping to create a new system for prizes where classrooms can earn cumulative prizes so even if they don't win a monthly prize they can still work towards something. It could start at a pj party, then games, crafts, minute to win it, and maybe even a movie party. She needs helpers to run the parties.

There are committees that need volunteers right away in the fall, including Art Adventure, Bravo and Lego Robotics. Contact Jennie if you are interested.

Burroughs will be trying out a new school supply vendor – Yubbler – which will give the PTA \$5-6 for each set of school supplies ordered. We are putting together the supply lists and then look for a flyer coming home with order information. The program is very easy, and the supplies will come directly to your house.

Upcoming events:

- **Burroughs at the Ballgame: *This Friday***
- **Burroughs Families for Equity and Justice:** Wednesday, May 2nd, 6:30pm
- **Mindfulness for Families:** Thursday, May 3rd, 6:30pm
- **Spring Book Fair and Spring Picnic:** Week of May 7th (picnic on Thursday, May 10th)
- **Bike and Walk to School Day:** Wednesday May 9th
- **Teacher Appreciation Breakfast:** Friday, May 18th
- **Spring Campus Clean-Up Day,** Friday, May 18th

There was a discussion on how to make the picnic as inclusive as possible. Right now, the plan is for people to bring their own picnics. The PTA has hired the Minneapolis Schools food truck to attend for families that don't bring a meal and will be giving a free popsicle to every child. People were worried that even with the low-cost food truck, some families would not be able to afford to participate. The PTA will reach out to Mrs. A to see about distributing tickets to families that may need them.

This also raised the issue that many people do not know that there are opportunities to participate in the auction and great gatherings at no cost. A communication plan could help committee chairs and hosts get this information out more clearly.

Positive Schoolwide Engagement Event: A Good Time for a Conversation

42 parents and teachers attended the event. Sun Yung Shin couldn't attend, so in her absence, Rich Lee, Jen Aspengren, and Madeline Lohman facilitated. Special thanks to Jen Kerwin and Margaret Gordon for helping organize the event. People had small group discussions around case studies – both around what kids might be experiencing and the larger questions of inclusiveness at the school. It was very successful.

The next event is the inaugural meeting of the Burroughs Families for Equity and Justice meeting on May 2nd from 6:30-7:30. They will be discussing future events and other ways to make the school more inclusive and welcoming. They have 35 copies of the book *Citizen* by Claudia Rankine donated by Greywolf Press for members of the group that can help guide their work.

So far, they have used \$1700 of the \$3000 budgeted and will use a little more for babysitting for the May event. They requested having money set aside in next year's budget, so they can start planning

over the summer. \$1000 was approved to be added as a line item for the group in the 2018/2019 budget.

Community Service Events

The events have gone well, and the feedback has been very positive. So far, parents and students have gone to Feed My Starving Children, Walker Senior Center, and made dinner at Simpson Housing. Next will be an event on Sunday making welcoming cards for immigrants and refugees. Margaret is also wrapping up the drive for the Greater Minneapolis Crisis Nursery and the donations will be delivered in person and kids will get an age-appropriate explanation of their work.

Feedback has been that people really want events where they can interact with the community. We could have messaging on service as part of Burroughs culture. The events could also be communicated to teachers better, so they can also participate.

PTA goals for next year

As part of a drive to be more inclusive, the PTA will survey parents on what our goals should be for next year and how to get more people connected.

State of the School

Ana Bartl presented the state of the school. She mentioned the spring clean up and reminded parents to join if they wanted to help their kids that day. She also thanked the PTA for the lawn signs and the frames for Mr. Pilon's art work. She said that she will be working with Mr. Knaus shortly to develop the STEM program for next year. They may target certain grades or certain topics.

She also provided an update on services for advanced learners. They had originally planned to have students in clusters of 6-10 next year in all classes and all grades but teachers would all need professional development on differentiation for advanced learners and to spend 45 hours on the certification. Instead, each grade level may operate differently, perhaps having larger clusters in fewer classrooms. She is waiting on teachers to provide input on the best way for each grade level to organize.

She is also in talks with a few potential teacher emeriti. The ideal would be one for reading and one for math. She is working with HR to figure out the contract. She is also exploring whether there are parents willing to volunteer during the school day to help with the interventions.