

Burroughs PTA Meeting Minutes
March 27, 2018
6:30-8:30

Officers Present:

Kelly Robbert, President

Stephanie Marolt, Vice President

Angelina Phillips, Treasurer

Steve Connelly, Co-Treasurer

Jennie Hartman, Volunteer Coordinator

Madeline Lohman, Secretary

Minutes and Bylaws

The January minutes were approved. Madeline announced that the Minnesota PTA will be moving to a universal bylaws system where every PTA in the state will have the same bylaws created and updated by the state PTA. The unique parts of the current Burroughs bylaws will instead become standing rules. The only difference is that standing rules can be modified without advance notice. The MN PTA is voting on this change this spring and then we will need to adopt the universal bylaws and standing rules this fall.

PTA Budget Update

The PTA budget is on track. We budgeted for \$145,000 in annual income and right now we have \$146,000. We overfundrasied at the book fair, but that has costs so it is not as profitable as other fundraisers – we were over on the cost of goods. The Read-a-Thon was budgeted to raise \$90,000 but we are only at \$87,000. Last year was \$95,000 so we have \$7000 less this year. This could impact the discretionary budget for next year. We still have RAT money coming in so there will be an update in April when we discuss and approve next year's PTA budget.

We are still under for expenses, but many budget items are not fully paid for yet. Overall, we are in a good place.

A reminder that the PTA exists to supplement the education experience and cannot go to staff salary according to district policy. The budget is posted on the PTA website.

For the discretionary budget, we started with \$15,000. So far, we've spent \$9433, so \$5566 left this year. Requests will come out of this money.

Budget Requests over \$200

The special education teachers requested the Read Naturally curriculum, which increases reading fluency for special ed students for \$603.22. They have used it with success previously, and this could be an update. The request was approved unanimously.

Teachers May and Mooney requested that their 1st grade classes go to Underwater World for a field trip. They are studying oceans as part of class research and want to give hands-on opportunity for students. They will be creating class books and presenting to kindergarteners. They are requesting \$484.50. Parents wanted to know if the three other 1st grade classrooms should have the same opportunity. Ana

Bartl would like to talk to the team first. The request was approved and she will come back in April with an update on the other 3 classes.

Destination Imagination, a STEAM-based enrichment opportunity for grades K-5, had 4 teams at the local tournament. The two competitive teams (grades 3-5) advanced to state so they are requesting \$350 to cover registration. It was unanimously approved.

Kim Manes is requesting \$729 for professional development on the responsive classroom teaching philosophy to create a safe school community. It is a four full day training over summer that provides practical social-emotional learning strategies. She will be transitioning to classroom teaching at Burroughs and other teachers have had this so she wants to have this background. Ana has been supporting the whole staff on implementing this in our classrooms. The district no longer offers this at a reduced rate this summer or next year. Rich Lee stated that it is an evidence based intervention that works when implemented with high fidelity, so training will help that happen. Everyone here around 7 years ago was able to go and have this training. A lot of teachers here have had this training. Approved unanimously.

Jennie wants to purchase 200 Burroughs branded signs with the bobcat to give away at the school picnic for families to put in their yards. The price is \$750. Parents recommended asking for a suggested donation of \$5 at the picnic. The request was approved unanimously.

Read-a-Thon Update

The students read 2,750,785 minutes and raised \$87,529, which is down from last year. 1st-4th grades all raised \$15,000-16,000, while kindergarten raised \$14,297 and 5th grade \$10,344. It is probably worth thinking about how to better explain the read-a-thon to incoming kindergarten parents so they can raise more money. The 5th grade was maybe more upset about changes to the read-a-thon after doing it the same way for so long and so raised less money.

Volunteer and Event Update

We are still looking for a few volunteers: Box Tops co-coordinator and a Spirit Wear co-chair. Brynn wants to revamp the selection and Spirit Wear merchandise, and is looking for assistance.

Jennie gets regular emails looking for lunchroom volunteers. If you have time, just show up from 11-1 during the week.

Steve has arranged a schoolwide Twins Game on April 27. Tickets will be for sale in the office after spring break.

There are lots of spring events that need volunteers, so watch the bulletin and on sign-up genius. If you have any ideas for next year, let Jennie know. Bike and Walk Week is new this year after a parent suggested it.

2018-2019 PTA positions

The PTA needs to fill 2 positions on the executive committee next year.

President – Stephanie is having to move and can't serve her expected term as President next year, so we need someone to serve for one year in 2018-2019. Kelly is happy to talk to anyone who might be interested about the time commitment and responsibilities.

Co-Treasurer – This is for anyone who likes numbers and is detail oriented. Angie is ending her second term, and Steve will be here for second year. It's really important to have a year to shadow to learn tools.

Positive Schoolwide Engagement Event: A Good Time for the Truth

61 people attended the event, including about a dozen staff and teachers. 22 people wanted to form a parent equity group to continue the discussion. We also collected questions for the next event, on April 19. The format for that event will be small groups with different cases as discussion points, then rejoining to discuss with the large group. Greywolf Press donated the book *Citizen* by Claudia Rankine for the parent equity group. We are also under budget and will not use the \$3000 approved. There is a handout on the April 19 event outside on table. The goal is that our community will be motivated and have action plans for next year, and be more alert to and aware of differences that our students experience. When we make decisions, we need to bring a lens of inclusion and being aware of who might be excluded.

State of the School

Ana Bartl shared where the school is on the budget. Thanks to everyone who shared their input on the budget. We are really tight. The Minneapolis Public Schools is in a bind on the budget and it affected us here. The process is that sometime in February, we are given our allocations and it is divided into pots. Some are restricted funds and one is unrestricted. That is the only fund that we can actually play with. All the other funds are restricted to classroom teachers, specialists, ASD staff. This year, overall, we took a \$3000 hit, which doesn't seem too bad, but the way it shook out into different pots impacted us.

We will still have 28 classroom teachers and 5.6 specialists. For every classroom teacher, we need .2 of a FTE specialist to allow for prep time as required by contract. Last year we shifted from 6 specialists to 5.6, and this year we are staying at 5.6 specialists. Richard Carrick has been accepted to grad school so we will have 1.0 Music and our .6 specialist will be a STEM focused specialist to supplement our science curriculum. We had seen flat growth in science so this is a good opportunity. Mr. Knaus went on sabbatical but has accepted that position. He has a fellowship at the U and didn't want to be full time but he is excited to come back and create that position. We will start the planning on that after spring break with the district to see what resources they have. There was a suggestion to include an environmental piece given our location.

We will still have one ESL teacher, and we will have two full time SERTS next year and in addition, the District allocated us a special education AE who will work just with our SERTS.

Our big conversation with staff and site council has been around interventionists and AEs. In the past, we had a full time reading interventionist and a full-time math interventionist and the majority of the math interventionist was funded out of Achieve, but that is not allowed, so this year we had a full time reading interventionist and 0.8 math interventionist. The reading interventionist has provided support in K-2 and the math interventionist has provided pull out math intervention for 3-5. This year, we really tried to leverage our AE time and our interventionists trained our AEs on this and scheduled them into

classrooms so we could provide some additional reading intervention in 3-5 and math intervention in K-2. Interventionists are teachers and AEs do not need to be teachers. Interventions are targeted and not meant to be permanent. Parents are informed and planning is done with them around intervention.

We have had an advanced differentiation specialist who identified advanced learners. Last year, her position shifted from a .5 AD specialist to a .4 specialist so how we grouped services.

Next year, we will not have a reading or math interventionist or an advanced differentiation specialist. We decided to use our discretionary funds to fund 2 AEs that can serve in a variety of roles and a 10 hour AE that will cover recess and lunch. They have already been trained in intervention and can support the safety things around the school they already do like lunchroom and hallway supervision. We will be looking for a teacher emeritus that we can support with PTA money to provide math or reading intervention, so if you know any retired Minneapolis Public School teachers that are interested, please let them know.

We can use Achieve funds for extended time and we also have Q-comp funds for professional development for AEs, so they can improve the intervention work.

Carolyn Brownlie sent a letter to the School Board and Superintendent asking for a variance to be able to buy up hours for AEs and interventionists using Achieve funds. Please contact them to support this policy. It is a policy that comes from equity concerns when some schools raise more money than others.

Each interventionist sees about 40-50 students over the course of the year.

For advanced learners, in 1st, 2nd, and 3rd grade, we moved to a cluster model because advanced learners must be in a classroom with a trained teacher and this allowed Teri Emery to serve all of them. We are looking at higher numbers across the board. Teri will still be here as an instructional specialist and professional development. We are going to be looking at training for our classroom staff. Lake Harriet went through this a few years ago and all their staff was trained. That's what we are looking at. The district offers a free certification for professional development for teaching advanced learners.

Contact Ira Jourdain, Rebecca Gagnon, Don Samuels, and Superintendent Graff to get the variance. The PTA has \$200,000 in reserve funds that could cover these positions.

We kept our FT social worker. Something we did differently this year, we used to have a .2 ASD social worker, last year we made it a .4 position so the person could be here longer and we are keeping that as well.

Our secretary is staying at 40 hours. Lila who is our office clerk and works in the lunchroom will be going down to 25 hours from 30. One of the things we talked about in Site Council is using Achieve funds to pay extended hours for Lila. Another option would be for the PTA hiring someone directly to be a family liaison and cover the lunchroom. That information will be posted on the parent Facebook page. Also consider joining the Minneapolis Public Schools parent facebook page and a MPS parent legislative facebook page.

We were allocated a .6 nurse and we bought up a .4 so we have a full-time nurse which I think is important for safety.

We used all the money from the district for staff so I requested \$45,000 from the PTA-funded Achieve for all other expenses on running the school – office supplies, extended time. The PTA also funds the Singapore Math, M2 and M3 so we requested \$30,000 from the PTA.

For staff changes, Ms. Cherney is taking a year of leave and Kim Manes is will be teaching kindergarten next year. Melissa Favero will stay in 4th grade. Ms. Zeigler is moving up to 1st grade and Mr. Wold is moving down to kindergarten.

Could the PTA fund afterschool tutors to compensate for missing interventionists? Ana will look into it.