

Burroughs PTA Meeting Minutes
September 26, 2017
6:30-8:30 pm

Officers Present:

Kelly Robbert, President
Stephanie Marolt, Vice President
Angelina Philips, Co-Treasurer
Steven Connelly, Co-Treasurer
Madeline Lohman, Secretary

Welcome and Introduction: Stephanie Marolt

PTA Purpose and Vision for the 2017/2018 School Year: Kelly Robbert

PTA President Kelly Robbert presented on the purpose and vision of the PTA for the coming school year. The PTA mission is to promote family involvement, support school goals through projects and fundraising, and build a strong Burroughs community. We do not have enough funding for the things that we need, so first we need to take action in district meetings, but that is not enough. There are school goals that we have around a great education for our kids that are not funded by the district and the PTA has to provide a lot of support around fundraising.

This is a good time to talk about the difference between Site Council and PTA. The Site Council is about the fundamental things we need for the education of our kids, like goals, policies, and procedures, and the PTA is here to support those goals.

Approval of Minutes from April PTA Meeting: Madeline Lohman

The minutes were approved without amendment.

Committee Updates: Catherine Lipinsky, Melissa Albert, Jen Thorp, and Elizabeth Northrup

Catherine Lipinsky provided an update on the Fall Auction. This is the 10th annual Fall for Burroughs auction, one of largest fundraisers at this school. It is a night where staff, teachers, parents, and neighbors all get together and there is food, drink, a silent auction, raffles, and a great DJ. It raises a lot of money for the school. Last year, it raised \$77000. This goes to the things that makes Burroughs what it is that aren't funded by the district. There is information about the auction on the Burroughs Parents Facebook page and the auction has its own Facebook page. The message for parents is "Come, come, come!" It may seem intimidating but it's not. It is Friday, November 10th at 7 pm at the Minneapolis Event Center. Ways to get involved: come, donate, and sponsorship opportunities. If you have any questions, please don't hesitate to reach out to Catherine.

Melissa Albert introduced the Read-A-Thon here, which is the other big fundraiser for the school. It is in February. We have a theme book each year. It starts out with a ceremony on the last day of January that introduces the book. Students read and they track their reading and collect donations for the month of February. Last year they read 2.8 million minutes. It ends with the principal's stunt, if they reach their

reading goal. Last year, Ms. Bartl dressed as a bunny, got in a garbage bin, and had a couple of pies in the face. The auction is really about parents but the read-a-thon is really kid-led, they get prizes and they put on the skit. We need volunteers for some key positions. The Read-A-Thon needs someone to take over next year, to start now so they can learn how it works. We also need volunteers for prizes and parties and a parent to take on the skit and ceremonies this year. It is a great thing for a 5th grade parent to take on this year with a 4th grade parent to help and take over next year.

Jen Thorp introduced Destination Imagination at Burroughs. It is a great STEAM-based program. Teams of 4-7 kids solve a challenge problem, like building things or writing songs. The challenges are very open-ended and then the students build a skit around it. They do all the work themselves, but they need a team manager, a parent, to be involved, keep them on task, and help get supplies. We have 1st graders who want to be a team and need an adult and an overflow of 5th graders who need a parent as well. We are very flexible working with your schedule. It is one hour a week before or after school, starting now until the spring.

Elizabeth Northrup introduced the BRAVO music program. It is an add-on extracurricular music appreciation that is taught by parents or community volunteers. You go into the class 6 times throughout the year and teach 6 different pieces of classical music. The kids love it. You don't need a background in music. Volunteers are needed for classrooms in all grades.

State of the School: Ana Bartl

Ana Bartl introduced the MPS Mission and Vision that all students learn and are capable of succeeding in life. The current district priorities are equity, social emotional learning, multi-tiered systems of support with quality core instruction and purposeful intervention, implementation of new literacy curriculum, and one strong, unified district.

The Burroughs vision is that we are developing tomorrow's leaders in partnership between staff and community. Burroughs is currently at 770 students. Our kindergarten classes this year are about 5-6 students less than last year, which is a good place to be. The first grade has the bubble. We are not accepting any more 1st graders so those classes should not get any bigger. The rest of the grades are right where they should be. Our demographics: the majority of our students are white. We have about 90 African Americans, and then some Native American, Asian/Pacific Islander and Hispanic students. We have mostly English speakers but we do have some who are learning to speak English at various levels.

All of our instruction is aligned to state content standards. We use different resources to meet those standards.

- Literacy: Benchmark Advance
- Math: Singapore Math, M2 and M3, Focused Instruction
- Science: Foss Kits and Benchmark Advance
- Social Studies: Benchmark Advance
- Workshop model in Literacy in Mathematics (Small Group Instruction)
- Social Emotional Learning: Morning Meetings, Second Step Curriculum, Mindfulness

Burroughs also has resources for literacy intervention and enrichment.

- Literacy interventionist
- Benchmark Advance and Leveled Literacy Intervention
- Reading Corp – two volunteers through Americorps, one-on-one program
- Advanced differentiation specialist and units available to all teachers and students
- Cluster grouping – English Learner teacher, Special Ed teachers for autism program and students who need extra support, and advanced differentiation

Burroughs has intervention and enrichment in math

- Math interventionist
- Do the Math
- Advance differentiation specialist and units
- Telescoping in 4th and 5th grade – accelerates students so that by the time they finish 5th grade, they have finished 6th grade math standards

Our strengths

- Overall high proficiency
- Positive school climate
- Strong family involvement

Our challenges

- Slight decline in growth and proficiency
- Science proficiency
- Achieving growth for all students
- Significant gap in growth and proficiency between white students and students of color – this is where we are focusing this year

The school improvement plan will be posted when we finish on our website. It is focused on three core areas.

- Student achievement
 - Reducing the gap in proficiency and growth in reading and math by at least 10% based on the FAST test and MCA
 - We may add a science goal
- School climate
 - School connectedness – do all students and families feel engaged and involved?
 - Positive School Wide Engagement and Racial Equity team with parent representatives
 - Tardies – we have amazing attendance but struggle with students being late to school
- Family engagement
 - Consistent communication
 - Website, Burroughs Bulletin, Teacher Communication
 - Decision-making
 - PTA and Site Council
 - Family involvement

Burroughs uses assessment every day and parents should receive information about their students' progress. Teachers share the results at conferences in October and February and through report cards 4 times a year.

Parents can get involved by providing input regarding budget decisions, participating in PTA and Site Council, attending school events, visiting or volunteering, and talking to your child's teachers. Important contacts for parents are Ana Bartl (Principal), Kelly Woods (Assistant Principal), Beth Alvarez (Social Worker), and Kara Lattu (Social Worker). Parents to talk to include Site Council representatives, PTA representatives, and District Parent Advisory Council members.

To influence school budgeting decisions, start with contacting our school board member, Ira Jourdain. Also start going to district meetings and then attending Site Council meetings.

Volunteer Coordinator Update: Jennie Hartman

Jennie is our first volunteer coordinator ever this year. Parent involvement is very much a need at Burroughs. Our five main fundraisers - the book fair, auction, read-a-thon, spirit wear and EZ Bucks - raised \$165,000. Volunteers also contribute to many successes in terms of academic engagement and enrichment. As a result, Burroughs has:

- An exceptional math program
- Extra music and art
- Environmental center field trips
- After school clubs
- Additional active and healthy programs
- Achievement celebrations

Please contact Jennie by email, Facebook message, and talking to her in the hallways, and she can find the perfect volunteer fit for you.

EZ Bucks Update: Lara Tickle

Lara reminded everyone to bring in Box Tops and to use the app to get even more Box Tops for Burroughs. If you don't buy EZ Bucks products, you can also enter sweepstakes that can increase the value of our Box Tops. Other places to raise funds are Kowalski's, Amazon Smile, and Office Max. More information is on the Burroughs website.

Treasurer Update: Angie Philips

Angie provided a quick budget update. We are partnering with Murry and Associates, a CPA firm, and transitioning some of the work to them. They recommended that we not conduct an annual audit because we do the checkpoints necessary throughout the year, so we will skip it to save \$2000. We will be amending the bylaws later to add this change.

After the end of last fiscal year, we had \$27,000 remaining. We rolled over \$13,000 to the discretionary budget this year for a total of \$15,000. The rest was put into a savings account. We are hoping to raise \$205,000 this year. Our expenses net out to be \$300 less than income this year. In the discretionary

budget, we've already had some expenses that have totaled \$315 – teacher welcome breakfast, PTA flyers, and bird feeders for feeder watch.

The \$10 you pay for membership allows you to be a voting member and goes towards our dues to the state and national PTAs.

Steve Connelly is candidate for Co-Treasurer. He was voted in unanimously.

Bylaws Update: Madeline Lohman

Madeline presented an amendment to the bylaws. In looking at the bylaws for other organizations, this was a common provision and is fiscally responsible. The proposed amendment is:

Section 2. The duties of the executive board shall be:

- i. To solicit at least 2 competitive bids for any budget item over \$5000.

The amendment would only apply to individual line items, not aggregated costs (e.g. each teacher's supplemental money is less than \$5000 and so the amendment would not apply even though added together the budget item is over \$5000). There are very few budget items that exceed this threshold. The mindfulness program is one example. The amendment will be voted on at the November meeting.

Special Budget Requests Over \$200

Ana Bartl requests a frame for the big 5th grade picture to match all the other 5th grade pictures in the hall. The cost was \$454.26. It will round out the wall and they will all look exactly alike. We will need to figure out what to do with the next year now that the wall is full. The request was granted.

At the budget meeting in the spring, we look at all the discretionary budget requests and decide if any should become permanent line items.