Burr PTO Board Meeting

11/10/2021

8-10pm

Note Taker: Sonia Yung (Secretary)

**Attendees:**

* Pam Rajasekhar: Co President
* Amie Butler: Co President
* Sarah Barbrow: Education Support Coordinator
* Casey Kudesia: Treasurer
* Alyssa Haggerty: Community Coordinator
* Dave Lievens: Communications Coordinator
* Angie Kim: DEI Coordinator
* Jenn Reale: Past Co-President (absent)
* Sonia Yung: Secretary

**Minutes:**

# 1. Intro & Approval of Minutes

1. *Board is familiar with proposed agenda for meeting ( Amie & Pam )*

* Amie and Pam went over agenda items that we are discussing.

1. *Document minutes approval for board records ( Sonia )*

* Prior minutes approved unanimously from 10.13.2021

# 2. Operations

1. *Flyers (* [Sarah Barbrow](mailto:Sarah@burrpto.org) *)*

* For bigger events, ok for quarter sheet flyers. Such as the book fair.
* How do flyers get copied and distributed?
* Flyers go to Ginny and she cuts them into half sheets.Black and White only copies at school.

# 3. Budget

1. *General Update/recent events ( Casey )*

* Election day bake sale earned $130 than we thought we would!

# On budget for cultural events

* Boofest made $100.

# 4. Fundraising

1. *Wolf Fund Update ( Pam )*

* 27 families have given so far 20% of our goal
* 50% of that came in through the weekend
* Made lawn signs for campus
* Giving Tuesday
* Car magnets for donations as a token gift, still looking into

1. *Next Dine Out ( Alyssa)*

* Ward 4 Alyssa will reach out to them.

# 5. Communications

1. *Buzz & Website Updates ( Dave )*

* Sidebar in mail chimp figured out how to work it.
* Wolf Fund spot light in every buzz.

# 6. Community

1. *Diwali/Dia De Los Muertos ( Alyssa )*

* Ruchi will send thank you to Dave for the Buzz

1. *Spring Calendar and align POC ( Amie )*

* Amie shared schedule of events
* Book Fair point person Sarah and Camia
* Parent Trivia Night Amie
* Jan community meeting
* Feb

-Lunar New Year ( angie, Sonia )

-Reach out to FORJ in regards to BHM

-Steam Fair Virtual 10 days ( Pam , Sarah )

-Potential movie night fundraiser at West Newton Cinema or ice skating

* March

-Parent Speaker- Anti Bullying . ( Dave )

-Talent Show

-Auction March 16-25 Amie/Alyssa

* April

-World Cultures Potluck/Event April 9th, Angie

-Book Swap need more info

* May

-Newton Serves

-Staff Appreciation Week May 2-6th, Angie

-May Fair May 7th, Deanna, Sonia

* June

-End of the year event - June 16th Alyssa

-5th grade events

# 7. Diversity, Equity, and Inclusion

1. *Updates from FORJ, ELPAC, SEPAC and on any other recent/upcoming activities ( Angie )*

* No updates Angie was away

1. *Anti-Bullying Budget (How we intend to spend this came up at Community Mtg; seems like it could fall under DEI) ( Pam )*

* Still working on plan

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# 8. Educational Support ( Sarah)

# *Updates from CAS, UOD, Green Team and on any other recent/upcoming activities*

* Wingmasters 1st grade Monday Nov 15th
* Have grade level coordinators
* No UOD updates right now
* Green Team no updates
* The Safe Routes and bluezone team is doing great when there is snow and the team will wear pinnes to help direct traffic.

1. *Book Fair*

* *Best Book Fair as vendor*
* *Will deliver books to Burr*
* *Book fair vouchers coordinate with Nikki Eastburn. Who pays for them?*
* *Teachers will know that we giver donated book*
* *Need to ask Mindy about discretionary fund, Amie and Pam will follow up*

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# 9. Miscellaneous Updates

1. *Playground Progress Update and benches ( Jenn )*

* *Met with Ginny and Newton Parks and Rec Stephanie we have an ADA picnic table but no mats to put it on. Need 16 mats for under bench. Bench would go under the tree. We would pay for the items but the city would pay for putting it together. Ginny asked to put together a list with pricing and will be run with by the COD and it could take months to get money but there is a chance.*

1. *Gaga Ball Next Steps ( Jenn )*

* Up to $6000 budgeted.

# 10. All Other Business/ Adjourn *( Amie and Pam)*

1. *General Brainstorming*

* *Candy Cane hunt*
* *Lost in found clean up Amie will ask up*
* *Angie Admin burr parents page*
* *Spirit wear Sarah following up on a vendor, Amie has vendors from PTOC*
* *Dave had an idea for design your own spirit wear*

1. *Meeting Adjourn at 10pm*