

Burr PTO Board Meeting

November 9, 2022

8-10pm

Note Taker: Sonia Yung (Secretary)

Attendees:

- Amie Butler: Co President
- Sarah Barbow: Education Support Coordinator
- Casey Kudesia: Treasurer absent at PTOC meeting
- Dave Lievens: Communications Coordinator
- Angie Kim: DEI Coordinator
- Sonia Yung: Secretary
- Kerry Lynch: Events (absent)
- Kayla Noblecilla: Events

Approve October 12, 2022 Minutes (Sonia Yung)

- Motion to approve October 12th minutes made by Amie
- Mins approved by the board.

Budget (Casey Kudesia)

- *Updates from the Treasurer on current budget and outlook on expenses/income for coming month, as well as update on any key budgeting activities*
 - Bake Sale hit target
 - BooFest under budget
 - Dawalii and DOD waiting for receipts.

Operations (Amie Butler)

- *Discuss operational improvements that will create efficiencies and help our effectiveness as a board*
 - PTOC
 - Direct Aid those that need help in our community could we as a PTO help support them and raise funds. We already have direct aid in the budget already. Other PTO do have a separate fund for it.
 - Mindy and Ginny inquire about paper flier they dont want us to use them anymore

Community (Sonia Yung) (Kayla) (Angie)

- Discuss how can we bring the community back together through events, programming, and communications
- **Upcoming Events Nov 2022**
 - **Diwali/ Dia de los Muertos 11/6**
 - **Election Day Bake Sale 11/8**
 - **Picture Retake 11/12**

- **Parent/Principal Coffee 11/18 (PTO in Person ?)**
- **Book Fair 11/28 (Sarah Barbrow)**
- **Sleep Under 12/9 confirmed**
- Ice Skating Event** last weekend in Jan? Contact FORJ if they want to help
- Book Swap** Feb on a Wednesday. Feb 8th or 15th ? (Angie Kim POC)
- Talent Show** Feb. Mindy did ask for teacher volunteers but still not have heard. PTO only does concessions anyhow
- **Steam Fair** March 14th Pam R and Adam POC (Kayala Maybe just for POC for PTO)
- **Burr Auction** March 19th-24th-25th
- Kerry to be POC for event
- Event be on a Friday or Thursday?
- 10 days party at Paddys or one of Kerry's places?
 - Would like to have this year for only 1 week.
- **WCF** (Angie Kim) April 29th
- **Teacher and Staff Appreciation May**
- **Newton Serves May 7th**
- **May Fair** May 27th POC Kayla, Deanna Salemme will still be on board.
- **Color Day June**

Fundraising (Amie Butler)

- Discuss ways we can maintain focus on fundraising and build momentum in the absence of a fundraising chairs
- Wolf Fund began first week Nov
 - Letters went out
 - Giving Tuesday worked out well last year with company matching.
- Just next door Dec 1st!
- Cardio High (Casey Kudesia) coordinating
 - Still recruiting need a coordinator
- Ward 4 completed \$200 will do another dine out after the new year
- Coat Drive
- Sonia to follow up with Nikki as to what they need (winter clothes) (maybe Kerry to help me)
- Sleep under 12/9 buzz will go out trying to get parents to do an open house social. Amie to do 3rd grade. \$50 donation to families that do host.

Diversity, Equity, and Inclusion (Angie)

- Discuss ongoing diversity, equity, and inclusion initiatives and activities as well as ensure DEI perspective applied to board decisions
- *Updates from FORJ, ELPAC, SEPAC and on any other recent/upcoming activities*
- FORJ leaders meeting being rescheduled
- EPLAC board meeting 11/10
- SEPAC literacy curriculum work group going on right now.
- Dec 5th-9th inclusive week all 3 groups will try to collaborate and do something

for that week.

- NPS is looking for an assistant DEI director to work under Cathy Lopes.
- Anti Discrimination forms from NPS

Educational Support (Sarah Barbrow)

- Discuss the work of educational support teams/programs and updates on key activities
- Updates from CAS, UOD, Green Team and on any other recent/upcoming activities
- **Room Parents**
 - Class lists - may I have these to distribute to RPs?
 - I am attempting to recruit a Room Parent coordinator for next year
 - All my communications, the translations, the list of RPs, etc. are in [this folder](#).
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- **Newton School Foundation**
 - Nothing From them at the moment.
- **Creative Arts & Sciences**
 - Staffing:
 - We have 2 co-chairs - Deb & George
 - Need 2nd grade CAS coordinator to add to our team
 - Budget:
 - Have not heard anything from them re: budget
 - Programming:
 - Have not heard anything from them re: programming
 - Next steps:
 - Not totally sure
- **Understanding Our Differences - potentially nothing for Burr parents to do this year!**
 - Staffing:
 - Deanna S is the chair, but the program is a little different this year.
 - We just need a 4th grade coordinator
 - Budget:
 - Nothing is needed at the moment. Assume \$400 for budget same as last year
 - Programming:
 - I believe programming has started; but it's mostly done now through the teachers (they aren't pleased I'm told!)
 - There was a training for grade level coordinators
- **Safe Routes to School**
 - Staffing:
 - Laura Sandler is our SRTS Liaison
 - Budget:

- Nothing needed at the moment.
- Programing:
 - Nothing in the near future
- Next steps:
 - Nothing
- **Green Team**
- Staffing:
 - Not happening
- Budget:
 - Nothing needed at the moment.
- Programing:
 - Nothing needed at the moment.
- Next steps:
 - None at the moment
- **Community Garden**
- Staffing:
 - Benny is still our lead gardener.
- Budget:
 - Nothing at the moment.
- Programing:
 - Erin & I will work with the K classes to plant bulbs in the rainbow garden!
Mindy approved!
 - Did an awesome clean up with Benny & Erin - worked great to happen upon a K or 1 play date...
- Next steps:
 - Would like to identify some gardeners in each grade to volunteer to host some plants in the winter / spring
- **Book Fair**
 - Robin is a POC staffing setup already and volunteers.

Miscellaneous Updates

- Address any outstanding issues activities

All other business/Adjourn

- Meeting adjourn by Amie at 10pm