

**BURNS PARK PTO  
GENERAL MEETING - FINAL  
NOVEMBER 19, 2015**

Executive Board Members Present: Sylvia Marino, Lauren Kinsherf, Jennifer Monk-Reising, Brian Hayden, Marie Todd, Dan Hamalainen, Jill Schloff, Helen Levy, JoLynn Montgomery, Jane Montas, Colleen Kollman, Amy Zhang

Staff Present: Chuck Hatt

Others Present: Kristie Martin, Gina Katz, Erika Boehnke, Tamanika Terry Steward

**1. WELCOME** Sylvia called the meeting to order at 7:00 pm.

**2. REVIEW OF OCTOBER MINUTES** Jenn Monk-Reising proposed a clarification: the overall sponsorship goal for Burns Park Run is \$11,000, not \$5,000 – the \$5,000 was a goal from just one source. Marie Todd says Ms. Kreger’s first name was listed as Nancy and this should be corrected so that it says Sandy. Sylvia Marino moved to approve the October minutes with these corrections, Dan Hamalainen seconded, unanimously approved.

**3. PRESIDENTS’ REPORT from** Lauren Kinsherf: last month we approved funds for 2<sup>nd</sup> grade trip to pumpkin patch, but trip didn’t work out so they aren’t using those. There are new trash cans in playground and a new sign that says no parking on game day. The parking lot is being chained shut by Chuck Hatt on weekends. This seems to be reducing the disruptions discussed at the previous meeting. Sari Mills is the teacher for the new kindergarten class; classroom lists are being updated to reflect changes. Lauren Kinsherf is in the process of updating the Golden Apple Grant instructions and will circulate to the group for review in the near future. Chuck Hatt will be forming a committee with Molly Crankshaw to review in-class library needs to help inform future PTO discussions of that issue.

Lauren Kinsherf, reviewing activities in the past month: Thanks to the auction committee for the Dine Out Burns Park fundraiser! PTO also provided dinners for teachers and TAs on conference days; Dominos’s donated \$200 worth of pizza. We had a successful movie night in October and had a successful Halloween costume drive that helped a number of children. Garden and Walk & Talk are done for the season. Lauren & Sylvia met with PTO thrift shop to discuss our relationship with them. 12/27-1/2 is the next “Burns Park week” at PTO Thrift shop. There will be more Burns Park weeks in March and July.

Lauren Kinsherf, reviewing things coming up in the next month: No PTO meeting in December. Next week kicks off family-to-family giving. Teacher holiday luncheon will be held on 12/16/2015 (tentative), will be looking for volunteers.

**4. TREASURERS’ REPORT** from Dan Hamalainen: Actual income to date is \$40,580.63 and actual expenses are \$8,576.06. There are some small budget overruns and changes: additional classroom subsidy expense because of new kindergarten classroom, slight overrun [\$15] on Ms. Kreger’s Golden Apple, and

also lost & found has some other needs besides a coatrack that they want to spend their budget on since the coatrack cost less than they expected. Consensus approval that these changes are acceptable.

**5. FUNDRAISING REPORT** Jenn Monk-Reising: the Dine Out Burns Park fundraiser and auction raised \$31,000. Thanks to everyone involved, and especially to the owners of Grange! Family-to-family giving will be due on 12/14. The World Language Institute will be doing game-day parking in the school lot the day after Thanksgiving. Jenn is working with them to coordinate future fundraising.

## **6. GOLDEN APPLE REQUESTS**

Lauren Kinsherf: Three requests are currently pending:

- (1) Molly Crankshaw, Faith Chen, and Nishi Crook (3<sup>rd</sup> grade teachers) would like to take 3<sup>rd</sup> graders to attend Wild Swan production of “Shipwrecked” at Washtenaw Community College.** This connects with Michigan history & geography curriculum. Cost for 81 students & 6 chaperones = \$567 total (\$7/student and \$10/chaperone). Lauren Kinsherf moved to approve, Sylvia Marino seconded, approved unanimously for \$567 plus whatever transportation costs turn out to be.
- (2) Molly Crankshaw, Faith Chen, and Nishi Crook (3<sup>rd</sup> grade teachers) would like to bring “Hunters of the Sky,” a Leslie Science Center presentation** to the school, request is \$430, relates to the science and nature curriculum. The cost is \$430. Brian Hayden moved to approve, Helen Levy seconded, approved unanimously for \$430.
- (3) JR Leonard submitted a Golden Apple request to fund a sub for one day so he can go present at UM PE teachers’ workshop on behalf of AAPS PE in honor of a teacher who used to present at this workshop and has passed away.** The request is for \$150. After some discussion, the group agreed that Chuck Hatt will fund this using his discretionary budget, and he will request additional discretionary funds from PTO if there are unmet student needs later in the year. The group also discussed the possibility of providing targeted support for teachers’ professional development in the future.

**7. UPDATE ON K-1 iPADS** Sylvia Marino: now that we have an additional K class do we need additional iPads. After some discussion, consensus was reached that Chuck should ask teachers how they feel about current numbers of iPads and report back. The issue was tabled pending this information.

**8. WRITING CLUB REQUEST FOR FUNDS** Sylvia Marino presented a request from Kristin McGuire, Amanda Uhle, and Jenny Traig (distributed to the group in writing) to support a new after-school writing program. The budget request was \$1,215 for notebooks, pens, snacks, and publication. There was a great deal of enthusiasm about the program and some questions about the specifics of the cost. The consensus was that the PTO co-presidents will get in touch with Kristin, Amanda, and Jenny about the budget specifics and will then email the Executive Board with a revised proposal so that a vote can be held without waiting for the January PTO meeting.

**9. LUNCHROOM COMMITTEE** Jane Montas gave an update on the lunchroom committee. Gina Katz and Kristie Martin have been working with her on this. They have identified the following goals: (1) Create a

permanent table chart so that assignments don't change every day and kids can go right to their table. (2) Mount hooks in the hallway to get coats out of the lunchroom and make it easier for kids to carry their trays. (3) Develop consistent guidelines for behavior that conform to the responsive classroom model and post those in the lunchroom. (4) Continue volunteer efforts in the lunchroom. (5) Work with Chuck Hatt on lunchroom staffing issues.

The group discussed these issues at length. There was general enthusiasm for the committee's recommendations and a great deal of appreciation for all their work. Marie Todd moved to allocate \$1,000 to the lunchroom committee for signs, hooks, and hand sanitizer. Brian Hayden seconded, and there was unanimous approval.

**10. PRINCIPAL'S REPORT** Chuck Hatt expressed gratitude to Jane Montas and other members of the lunchroom committee for all the work they are doing, and to the teachers for all of their great work. He also provided updates on issues related to the building: currently there is a temporary boiler, a new one will be installed soon. They are going to test water quality in the school. He is pursuing having the school painted and having the trees checked for dead branches which should be pruned for safety. Shed near the garden will be rebuilt. He will talk to us at a subsequent meeting about teacher evaluation.

**The meeting was adjourned at 8:55 pm.**

**Respectfully submitted,**

**Helen Levy**