

# JOHN E BURKE SCHOOL PTO MEETING MINUTES

## August 19, 2019

### Meeting called to order:

### Attendees:

Michelle Stefanilo, Katie DaVita, Marissa Fast, Lauren Mastracola, Elyse Novak, Kendra O'Brien, Alana Pietrosanto, Jessie Roberje, Meghan Sencabaugh, Robyn Skerry, Suzanne Slater, Lacey Becotte

- I. Welcome – Agenda & budget given out
- II. Acceptance of Minutes – minutes from last 2 meetings were approved by Lauren Mastrocola & Katie DeVita
- III. Principal's Report
  - a. We will have 20 classrooms this school year. Mrs. Becotte updated us with new and returning staff members and classroom moves were noted.
  - b. Important and upcoming dates were discussed. Placement letters are due to superintendent by 8/20 and will be mailed out, Kindergarten meet & greet will be on 8/29 from 3PM-5PM at playground. Kindergarten screening will take place 9/3 & 9/4 with Kindergarten open house on 9/6 from 930AM to 1130AM. Open house for program-based students to be on 8/29 at 2PM.
  - c. Communication – Dismissal forms will be sent home the first day of school and need to be returned immediately. Class Dojo will be returning for teacher/parent communication pathways as well as ASPEN will be set up soon for communication and for electronic report cards. ConnectEd will still be used as well.
  - d. School supply budget has been cut by 50% again this year.
  - e. School attendance is important and encouraged. We will be implementing an attendance incentive for students. 10% of our schools score is based on attendance.
  - f. Burke school will participate in Peabody Gives again this year. Last year our topic was Mental Health and this year we will be doing "hats for patients"
  - g. The playground mulch is 4 years old and needs to be replaced. We will be using money from our playground fund.
  - h. The Burke school will be having a NO FOOD policy for birthdays.
- IV. Teacher's Report - none
- V. Treasurer's Report –
  - a. The Burke School budget was reviewed and approved for this school year.
  - b. Playground fund needs to stay at or above \$10,000.00 – we will have to look at this once we replace the mulch.
  - c. The audit for the last 2 years needs to be scheduled. Suzanne Slater & Beth Horwitz will schedule this.

VI. Student Enrichment

- a. Literacy night October 3<sup>rd</sup> for grades K-2 (Tony Toledo & Sally Grimes are headliners)
- b. Math night to take place later in the fall (Grades 3-5)

VII. Upcoming Events

- a. Chalk the walk – volunteers needed to decorate the walkway to school on 9/2 (weather permitting)
- b. Back to School Bash - 9/13 5PM to 7PM at the Burke School Playground
- c. Vocabulary Parade – 10/31 during school hours
- d. Boo Bingo – 10/8 time is TBD
- e. Book Fair – Delivery date to be 10/24, Set up date 10/25, Dates of fair 10/28 through 10/31
- f. Light Stroll – 12/7 5PM to 8PM we will need a ton of volunteers for this event
- g. Holiday Gift Shop – Dates are TBD – Kelly Taylor is head of this event
- h. Slam & Jam – 1/24/20 (rain date 1/31/20)
- i. Square 1 Art – May 2020
- j. Spirit Sticks – Sale 3 times per year during lunchtime
- k. Spirit Wear – Need to determine when to sell and what to sell
- l. Talent Show – May 2020 Need a coordinator for this event
- m. Sweetheart Dance – Date is TBD
- n. Glow Run - Date is TBD

VIII. PTO Meeting Dates:

- a. The next meeting is 9/23 – Room Parent Selection to take place
- b. Mrs. Becotte & Michelle to schedule the remaining meetings

IX. Open Positions:

- a. PAB
- b. Traffic Coordinator

X. Other Topics Discussed:

- a. Yearbook – we have 20 extras from 2018-2019
- b. BOK – We are still not sure if we will be having BOK this year
- c. Monthly Newsletters – Tiger Tales
- d. Shed – we have approval to have a shed placed on property but need to research type, etc.

**Meeting Adjourned at 7:52 P.M.**