

JOHN E BURKE SCHOOL PTO MEETING MINUTES
February 3, 2020

Meeting called to order at 6:03pm by Michelle Stefanilo.

Attendees

Erin Dunwell, Marissa Fast, Jessie Roberge, Megan Sencabaugh, Robyn Skerry, Michelle Stefanilo, Annette Sylvester, Maria Varoudakis

- I. Welcome
- II. Acceptance of minutes: 11/18/19 minutes approved by Maria Varoudakis and Jessie Roberge.
- III. Principal's Report (Mrs. Becotte)
 - a. Peabody Public Schools has appointed a new superintendent, Dr. Marc Kerble.
 - b. We will be celebrating Valentines Day at the Burke School on Friday, 2/14. Students will be asked to wear caring colors: pink, red, white and purple. Students will be passing out caring valentine cards to their classmates. They will need too be peanut free as required by classroom. There will be a permission slip sent home by teachers for parents to sign off on items students are allowed to have i.e. cookies, cupcakes etc.
 - c. MCAS are approaching. The first day will be Tuesday, 3/31. They have made adjustments whereas the text and the questions will be on the same screen. There will be limited MCAS prep (6-8 sessions) offered for students in grades 3/4/5 that need help the most beginning on Weds, 3/4 before school. MCAS for 3rd grade will consist of 4 math and 4 ELA sections and 6-8 of each math and ELA for 4th and 5th grade.
 - d. Progress reports will be going home on Friday 2/7. Reminder there will not be any +/- grading marks given out to students.
 - e. We have a cell phone policy in place in the school and we need to follow the procedures. Students may bring cell phones to school but they need to remain in backpacks and remain off for the remainder of the school day. Students can call parents at any time during the day from Mrs. Becotte's office. We need to keep students safe at school and this is our staff's main goal. Students (especially in 4th and 5th grade) need to be aware of internet safety for kids. The amount of cell phone and tablet time has negative health related effects from social media use. We need to encourage our children to shut them off.
 - f. We are considering hiring a psychiatrist for addiction with gaming and internet to come to the school to talk to students about tech safety. We are looking into have someone come to the school to talk to students and parents about this issue and safety.
 - g. Tuesday, 3/3 is the primary election day. School will be open. Burke school will also be open to residences for voting in the gymnasium. We will be looking for 4 parents throughout the day to volunteer their time to monitor the halls and school while in session. The hours will be 8:45am to 3pm. There will be a signup genius going out soon for sign ups.
- IV. Teacher's Report (There were no teachers present at the meeting) – Michelle spoke on their behalf:
 - a. We received numerous thank you from teachers for the Dunkin Donuts GC's the PTO distributed to teachers and staff for the holiday. We received a thank you note from Kara Murtagh's family for the flower arrangement the Burke School sent for her funeral.
- V. Treasurer's Report (Lauren Mastrocola was not in attendance at the meeting. Michelle Stefanilo spoke on her behalf)

- a. 2018/2019 Audit Report and QuickBooks have been reconciled.
- b. Lauren will be putting together a training manual for all future treasurers.
- c. The school bi-laws will be updated in the spring by Marissa Fast and a bi-laws committee.
- d. The Profit and Loss for Oct/Nov and Dec was reviewed. Lauren was not in attendance to review. We will review at the February meeting as well as some attendees had questions.

VI. Event Updates:

- a. 5th Grade Fundraiser – Friday, 2/1 This was an adult only event at Breakaway in Danvers. Theme was musical bingo with raffle prizes. Thank you to all that attended.
- b. Boosterthon FunRun – Wild West Theme this year. The pep rally for this event will be Friday 3/13. On this date students will be given pledge books from Boosterthon for donations. The Boosterthon coordinators will be at the school for 5 days prior to the run to hype up the students and teach them character building lessons. The Boosterthon Fun Run will take place on Tuesday, 3/24 in the Burke School gym. Students will be asked to wear their Burke School t-shirt this day. Information will be going home with students soon for t-shirt reorders if needed. Each student were given new t-shirts at no cost to the students in grades K, 2nd and 4th. Any new student to our school since September has also received a new shirt.
- c. Sweetheart Dance is scheduled for Friday, 3/27 from 6-8pm at the Burke School. **Please note this is a new date!** Theme will be garden party theme. Katie Devita and Courtney Trahant are co-hosts for this event.
- d. Talent Show is scheduled for Friday, 5/15. We still need a chairperson for this event. Flyer for this event will be going home mid-March. See details below.

VII. Important Upcoming Dates:

- a. Nomination papers for 2020-2021 PTO Board will be sent home in March.
- b. Yearbook. The 2019-2020 yearbook is being produced by Elyse Novak. This will be her last year at the Burke school. We will be looking for another parent to shadow Elyse in the coming months for the upcoming years.
- c. The Burke School has been asked by the Carla Matra to put together a raffle basket for a "Night to Remember Ella Jade O'Donnell." The event date is Friday, 3/28. This is the 3rd annual year for this event. Last year \$42,000 was raised. Mara Varoudakis approved the request for the Burke School PTO to donate a raffle basket. The basket is due end of February.

VIII. Open Positions

- a. PAB
- b. Talent Show Coordinator – we can have a Talent Show Committee Group instead of having just one person be in charge. Elyse Novak is doing the music for the event, Courtney Trahant will be creating the programs and we can have a 5th grader MC the show.
- c. End of the year celebration – this event style is still TBD.

Meeting adjourned at 6:59pm.