Burk Elementary PTSO

Date: 8/21/23

Time: 3:30pm

# In attendance

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| P | A |  | P | A |  |
| x |  | Nikki Jaconelli - Copresident | X |  | Luis Mateo |
| x |  | Mikayla Floyd - Copresident | X |  | Holly Baker |
| x |  | Angela Martinez - Treasurer | X |  | Brittany Hermes |
| x |  | Tanya Flocken – Teacher Support Coordinator | x |  | Jen Valle |
| x |  | Samantha Barr - Secretary | X |  | Rebecca Hamel |
| x |  | Brad Paes - Principal | X |  | Jessica Lehrer |
| X |  | Colleen Lynch – teacher Liaison | x |  | Desirae Murray |
| X |  | Isamar Mateo |  |  |  |

# Approval of minutes

The minutes were read from the December meeting and approved.The July minutes were approved by Nikki Jaconelli and seconded by Mikayla Floyd.

# Board

The board was introduced to general members. Provided information and goals of new board, which included updates regarding budget, fundraising, and possible events for school year. Discussed need for open communication and board’s commitment to being transparent and welcoming new ideas and volunteers.

# committees

There are no committees set forth at this time. Discussed need to start a yearbook committee for this school year. Will follow up with those parents that expressed interest and the board will do some additional recruiting to fill this opening. Also discussed SignUp Genius for Teacher/Classroom supplies.

# Budget

The budget currently is in the negative due to pending bills for last school year’s yearbooks, the end of school meal, and the back-to-school pool party. The board will put together a tentative budget to submit to the district for approval, but no events will be planned until the budget is at least neutral. All members in agreement with this position. The budget will be presented by Angela Martinez, PTSO Treasurer, at next meeting.

# Principal’s report

Principal Brad Paes provided update on school events/opportunities.

* Step-It-Up: will run for 2 weeks and will start Oct 17th. Volunteer opportunities on Oct 18th, time TBD
  + Opportunity for clearer communication surrounding event and best practices for increased fundraising opportunities.
  + Day of Awesomeness: will be held on Nov 8th. Volunteer opportunities. Two sessions will be held.
* There is a Parent Council position open. This representative will go to the Community Education building once a month, starting Sept 13th, to represent Burk Elementary School. Any discussions held are to be reported back to the PTSO meeting. Both Jen Valle and Brittany Hermes volunteered to be Burk Representatives.
* Mr. Paes plans on reinstituting the Principal/Student Advisory Board where he meets with students monthly.

# New business

* Working to streamline 501(c)(3) information.
* PTSO transitioned bank account from Chase to Landing Credit Union.
* Working to initiate PTSO website that will be attached to Burk Elementary School website.
* Will start work on guides to registering tax dollars towards school.
* New T-shirt designs, order forms to go out soon, TBD.

# Fundraising/Sponsorship

New Fundraising Opportunities

* We are researching new fundraising opportunities like: Joyride, Altitude, Quick Quack Car Wash, American Furniture Warehouse, POGO passes, Sunshine Acres, and many more.
* Otter Pop sales have been helpful at decreasing PTSO debt. Volunteers needed. This fundraising event will continue until Fall Break. Open to Ideas for fall, Winter and Spring.
* Discussion held to use new Principal/Student Advisory Board to help initiate student involvement in PTSO/events. Ask kids for their impute on events they would like to have throughout the year, like dances, game nights, etc.

Sponsorship Opportunities

* Will begin process to find new sponsors for the school. We can use the marquee sign to thank sponsors or place banner outside the school.

# Announcements

Mr. Paes announced his retirement set for the end of this school year! He has served 40 years in education, 39 of which were at GPS, and 21 years as the Principal at Burk. We thank him for his service to our community and wish him a wonderful and fulfilling retirement!

# Next meeting

9/18/23, Library or Multipurpose Room, TBD

Motion to adjourn was made at 4:43 pm and was passed unanimously.