

## BURTON STREET PTA BOARD MEETING

May 23, 2022 Library 7 pm

**Attendees:** Kate Sinsabaugh, Nikki Skeelee, Nicole Maggio, Amanda Traynor, Carole Pugh, Beth Alton, Renee Fuller, Michelle Belden, Gretchen Etringer, Jaci Korver, Kara May (via phone), Annie Parry, Amy Austin

### Agenda:

PTA Presidents Welcome – Nikki Skeelee & Nicole Maggio –

Principal Update – Kara May –

- **There are NO WORDS to express my sincere gratitude for the Burton Street PTA. To say "you do so much for the school" would be an understatement.** I have been unbelievably impressed with your energy, support, visibility, initiative and advocacy. A true and sincere thank you to every one of you who support our teachers and students.
- **Adaptive Playground Equipment:** We are waiting on the factory to send the missing parts for 2 of the 4 structures - they were supposed to be here this week. Installation goal was for this upcoming week, pending part delivery to the contractor. We were told that the manufacturer should prioritize that order since it was missing from the original order - but still waiting!
  - Once this is done we will have a much better and more realistic understanding of the square footage for Hazel's Path, as there are NYSED regulations regarding playground safety padding/ground cover for different types of equipment.
  - Colleen Shaw has been working with me along the way and is eager to participate in the project, but, until specifics regarding square footage and material regulation is noted - we are in a holding pattern re: path.
- **June 15 BBQ:** bringing it back this year! Based on feedback this has historically been pretty chaotic so I have worked with Char Grimes in Food Service to make it more smooth for everyone involved. We are still ironing out some last minute details-parents/guardians will receive more detailed information as we get closer. Cost will be \$3 per adult lunch; pay ahead of time via myschoolbucks account; if you need to pay at the door you will not receive change (change will go onto your students myschoolbucks account); parents will NOT go into the school and sign in - everything will take place on the front green or side yard (closest to Clark St.); no rain date. Kara will send menu. Younger siblings no cost.

Business Items: 10 min

- 2021/22 Budget Update & AFRs for 2021/22 – Becky –
- Account balance – Becky – \$59,193, reimbursement still needed for Teacher Appreciation, bills still to come STEAM room, yearbooks, 4th grade moving up, carnival, AFRs that will be paid before July 1. Balance up to date except for some loose popcorn coin.
- Membership Update – Kate – 144
- Playground balls - Colleen is starting a drive for playground equipment. Gretchen says all that's really needed is soccer balls. Becky will order more.
- Lost & found - most L&F can be found here <https://burtonstreetpta.weebly.com/lost--found.html>
- AFRs found here <https://docs.google.com/spreadsheets/d/1hpcGCDsripSW3EGim0Vsienv0Lro7DKHUc07bxRsAV0/edit?usp=sharing>
- motion to accept AFRs: all in favor of approving AFRs. The executive board will move forward with AFRs
- Voting of the 3 positions available:
  - Vice President - Jaci Korver - all present approve

- Treasurer - Beth Alton - all present approve
- Officer at Large (which will have a volunteer coordinator part to it next year) - Amanda Traynor - all present approve
- Winter Market policies - created policies and procedures with input from winter market chairs to allow for purchasing year round. There is a spreadsheet up and running of inventory and costs. Carol wants to keep this running like a business - with checks & balances of what's in stock, budget left & keep Kelly submitting receipts in time. How do we keep the Burton St sale items as Burton St and not have it merge to the Middle School sale? Let's have more discussion about how to keep the inventory/costs/sales of Burton St with Burton St and not somehow sold at the MS and MS receives our profits.

#### Committee/Activity Wrap Up: 10 min

- Teacher Appreciation -
- Yearbook - final cost - We ordered 526 to cover 448 students and 78 staff, which came to a total of \$3824.02 and are scheduled to be delivered to the school on or around 6/7. We originally thought yearbooks would be around \$5k, but we were able to reduce the page count down to 24, which reduced the price to \$7.27 per book. Talk of having teachers request if they want a book next year.
- Book fair - \$10,545, receive our profits in SD \$5,272. How do we spend that? Flex seats & book bins, fund kids in need for the next sale, purchase books from teacher wish lists. Reordering doesn't go well on Scholastic's end - it's a very manual process. There really is no other option except Scholastic - Barnes & Noble only does in store, Folletts stopped book fairs.
- Raise Craze update and vote on fund distribution - focus on AOKs and not money. Monetary donations did not have to be made in order to participate.
  - Total raised: \$22,795, 1,655 Acts of Kindness logged
  - After fees kept 94% with Raise Craze (\$21,355)
  - May 27th- Closing Ceremony during assembly, Bowling Party, DJed Ice Cream Party
  - vote on how to distribute funds: exact STEAM, exact yearbook, remainder to Hazel's pathway
- Fundraising Survey -
  - Sending out survey to members to get feedback on Fundraisers
  - Fill out the survey at: <https://forms.gle/qxMD3tuxx6P5QGpT9>
  - remove Opt Out, remove Spirit Wear

#### Upcoming Events – Committee Updates: 20 min

- 4th Grade Moving Up (June 21st) - back at Caz College with swimming & activities there. 3rd grade shirts are at the printers.
- Carnival (June 23rd, 4pm -7pm)
  - Sign up to volunteer at Carnival!!! <https://www.signupgenius.com/go/70a0d44afad23a4fb6-endofthe>
  - Most of the big things are booked - bounce houses, CAVAC, fire truck, tractor, balloon guys, John Marris is letting us rent a big tent, Becky can get a DJ, face paints - or spray tattoos
  - not going to do a food truck - hot dogs, chips, ice cream, snow cones
  - assess games to see what survives, Petra will look at Haba to see if there's some games through there. \$200 donation from Wegman's. HS volunteers needed & they have a DJ club that might be available.
  - Prizes are still a need

Discussion Items: 10 min

- Science Fair seemed slim this year. How can participation increase? Carol wants to look further into improving this.

Meeting adjourned - 8:43

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Stay up-to-Date:

- Our monthly Newsletter will be sent by Mrs Richer & we'll email meeting info to PTA members (agenda, meeting minutes)
- <https://www.facebook.com/groups/674365839617952/>
- <https://burtonstreetpta.weebly.com/>

Help us without spending extra:

- Amazon Smile – Set up instructions to make us your charity of choice
- <https://burtonstreetpta.weebly.com/amazon-smile.html>
- Return your cans at **Caz Cans** on Rte 20 & donate to Burton St PTA

**2021/22 Meetings** Sept 13, 2021   Nov 22, 2021   Jan 18, 2022   March 14, 2022   May 23, 2022