

Thurs, May 19th 2022
7:00 - 8:30pm via Zoom

<https://us02web.zoom.us/j/86023137619?pwd=ZFYyZ1p4ZG5jZnZ1aXBsTXZLNec3QT09>

Participants: board members: Donna, Karah, Heather, Marjorie, Brian Zhang, Carlie Steen, Eric Havlik, Ina Krasniqi, Debra Nier, Aaron Dorf, Rob Quinn, Ray Wu.

Participants: Anna Moshura, Vlada Ackerman, Iryna, Stacy Cole, Wendy Chan, Hailey R., Tatiana, Emily, Chi Hung, Ariana Kahn, Aiden Yang, Melinda LaRose, Karen Chin, Alice Pavlova, Dylan and Stella Wu, Nan Wu, Lucy Olitan, Evan Au Yeung, Liz Gogoshidze, Oksana. (40 parents, including board members). Teachers Sevgi and Mr. Dennis.

(parents who can help: Billy Chung, Chris from Runner and Stone, Aggie, Emily Tong, Payton Wong, Cindy Jeu, Melinda LaRose, Dionne Burnett, Sofie C, Dylan and Stella Wu, Tatiana P, Danielle Guindo.)

7pm **Call to order and Welcome** - *Karah Woodward & Heather Trovato - Co-Presidents*

- Welcome statement - review of open board positions.

2 people fundraising
2 people community events
2 people direct appeal
1 asst. to the president (Exec VP)
1 School Leadership Team position

- Summary and Approval of Minutes - *Re - Co-Secretary*

Donna: motions to approve minutes from April and Rob seconds the motion.

7:05pm **Principal's Report** - *Principal Havlik*

- Preliminary Budget Presentation

Havlik: Budget presentation. In June, we put the budget up for a vote to approve spending for next year. I'll present a preliminary budget for next year. We are approx.. \$100,000 short now. But we have to get all of the Gala money recorded. We don't have the school budget now, I get it in June. That impacts this a little bit in terms of the asks that I make.

Proposed Budget 2021-2022 <small>Open with ▾</small>			
Funds we need to raise to cover cost of the enrichments in 2022-2023			
	Total		Total
Total Contributions	428,200	Fundraising Expenses	42,050
Direct Appeal	373,200	Book Fair	300
Corporate Contributions	55,000	Chess Festival	1,000
Fundraising Events	152,150	Read-A-Thon	1,900
Book Fair	2,000	Year-end Gala	20,000
T-shirt Sale*	3,000	Fall Harvest	4,000
Chess Event	5,000	Ice Skating	2,500
Read-A-Thon	20,000	Merchant Fee	11,650
Year-end Gala	100,000	Ice Cream Social	200
Fall Harvest	10,000	Movie night	300
Ice Skating	3,500	Camp Auction	200
Camp Auction	8,000	Administrating Expenses	2,800
Movie night	650	PTO Insurance	650
Referral Income	2,000	Software Subscription	850
		Teacher & Staff Appreciation	1,300
Gross Income	582,350	Total Expenses	44,850
		Net Income	537,500

Eric's ask

Havlik: We've spent most of this money, but we will have some money to rollover into next year. We are approx.. \$100,000 short so far. In order to not take away from the kids now, we are reducing the amount set aside for TAs. Removing Robotics (was not a great program), and removing tech platform (we don't use SchoolLoop anymore). Where it's blue are where I've made reductions. It accounts for reduced funds that are raised. We could have fewer electives and lunch clubs next year. If we are one teacher short, we may not be able to offer as many electives. If we have to reduce TAs, we may not have as many teaching assistants. We will roll over some of the money we didn't spend this year on TAs.

We might have some problem meeting this next year. I think Heather and other board members might be talking about DA tonight, and that might be a place where this can come in.

I won't be here for the Q&A tonight, but I'll respond to emails tomorrow.

NEED CLARIFICATION: There is \$140,000 rolled over from prior years. (YES - \$140K)

Stacy Cole: Question, regarding if you don't meet that number, do you put them into something where more children benefit from those funds.

Havlik: Band and debate are the only two after school things that get funding. There may be ways to work with the vendors and see if the pricing might change. We may be able to work with vendors to reduce prices here and there, but they are such phenomenal programs that I wouldn't want to lose them.

Marjorie: Q: clarify about electives, is that mostly the middle school grades, but what would that mean for the elementary school?

Havlik: Electives are mostly spent on the middle school kids, but we have been able to do some of them in 5th grade. The electives have been writing, sports electives, needlepoint. I would love to have a coding elective next year as an extension to what we give 4-5th graders now. There have been science based electives.

Heather: What's the difference between lunch clubs and electives?

Havlik: lunch clubs take place during lunch, like board games and Legos. Vs. Electives that are built into the school day, not during the school day.

7:20pm

NOMINATIONS AND ELECTIONS: PTO Board and SLT -

- **Review of open positions**
 - **(2) Communications**
 - **(2) Fundraising - Direct Appeal/Grants**
 - **(1) Assistant to the Presidents**
 - **(2) Community Events**
 - **School Leadership Team**

Karah: Nominations and elections for next year's board. Claire Lin and Carlie Steen, have been on the nominating committee to come back to help us.

Claire: How much the PTO changed my life and I made so many friends there, and if you are thinking I can't do it, I don't have the time, there is always a group of people there to support you. You have even just 5-10 mins to contribute to the community. We really need you to help lead by example. If you're just thinking about it, you will have a team to support you on the PTO.

Carlie: My son is in the 7th grade, and my daughter is in high school. This is a commitment and I thank those who are on the executive board, and thank you to those of you who've been on the board and put in so much work. Thanks for those people who've stepped up and are staying on.

Goes over a review of the positions that are open. If you want to run, there are positions that need people.

Carlie: the PTO is there to help the school become a better place, to provide resource with the school, to develop working relationship between parents and staff. If you have a child in the school, you can vote. No absentee ballots. You can't vote by conf. call and teachers can vote.

Mandatory positions: President, Treasurer, Secretary. LOOK AT SLIDES

Positions to vote on: President,

Open: Exec, Secretary, Parliamentarian

Carlie: describes the positions that are open and the work that's involved in these.

Carlie: opens the floor to welcome any nominations for any of the positions.

Heather: We really need people in communications. I'm stepping down as co-president, but I'll be very involved. A plug for events – there will be people who can help you plan them and who'll be around to help you learn to plan an event.

Jane Diina: I'm Jane Diina, Lucy's mom (302), as a parent who is struggling for time as we all are, and what sold me was the sense of community that I felt at the Gala on Sat. and everyone has the same fears in terms of time, if you're on the fence, just do it.

Claire: Think about the nominations, you can nominate yourself after this meeting. The first time I got involved, it was as a parliamentarian. We need people on board by the end of this school year, but please think about it. It's not too late, we can do additional elections at the next meeting.

Marjorie: Your kids are watching and they see the work you're doing for their school and they can see your working hard for your school and it's important for your school and for them.

New candidates:

Jane Diina: I'm Lucy Olitan's mom – I've been wanting to join the board for a long time, and we have a 5 year old son. Lucy is in 3rd grade, we want to help out with the school and I'm running for co-secretary, I'm optimistic and want to be considered for this role and help out.

Jennifer Au Yeung: My son is in Evan Au-Yeung in K001, we love the school and we see how enthusiastic everyone is and it's contagious and the kid loves going to school every day and I look forward to being a part of my son's education and getting more involved in what happens at the school. Im free to help out and happy to do that.

Sasha: Not on the call. Is one candidate for the SLT.

Carlie: Let's vote the slate that we have on: as candidates now.

Donna: motions to approve the slate. Second: we will ask for any nays.

Debra Nier: Is collecting the votes, and vote yay or nay for the slate. Debra says, I have all yays, and no nays. The full slate is elected.

7:30pm Update on BSI PTO's Financials

- Treasurer's Report - *Brian Zhang, Treasurer*

Brian: shows slides (see below)

He says we are doing pretty well compared with 2021. We are a little short. We are a little more than \$100,000 short, because we are about \$160,000 short because there are vendors we still have to pay.

We have three accounts, 2 checking, one savings. We have to pay some vendors for the gala. June is our biggest fundraising month, hopefully we will continue that and chip into the \$160,00 shortfall. It helps if we can breach the gap, it's enormous.

Fundraising Update

Funds we have raised so far to cover the cost of enrichments in 2022-2023

Enrichment cost for next year is \$537.5k

	Goal	May'22	May'21
Total contributions	428.2	148.9	134.2
Direct appeal	373.2	129.7	112.3
Corporate contributions	55.0	26.0	30.7
Fundraising events	152.2	88.6	12.9
Referral fee	2.0	13.2	1.6
Total revenue	582.3	257.4	157.6
Fundraising expenses	42.1	18.1	3.1
Administrative	2.8	4.4	1.6
Total expense	44.9	22.5	4.7
Net Income	44%	537.5	234.9
		154.0	

Up \$80k
y-o-y

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Bank balance & enrichments paid

Bank balance includes funds

- raised in current year for enrichments next academic year (2022-2023);
- left over money from last year which we will use to pay enrichments in 2021-2022 academic year

Bank balance 5/18/2022

Chase checking	\$91k
Chase saving	\$15k
Live Oak bank	\$220k
Total	\$326k

BSI PTO also paid for the following enrichments and fundraising expenses this month
(see table right)

Payments in April 2022

Payments for/to	Amount
Recess games	\$615
Gala expense, various	\$1,150
Printing	\$1,140
Beam, enrichment	\$7,500

Direct Appeal -

Heather: Presents the Direct Appeal slides.

We need someone to chair this next year. You can do it on your own time and plan ahead and make your presentations. Our main goal is 100% participation. Any amount donated matters. The more we have, the better we are positioned to apply for and get grants, which makes us less dependent on the DA. We only have 40% participation in the DA. Let's get to 70% participation. (show the slides). Tells way to give money.

7:40pm Fundraising and Community Events

- Spring Events
 - Gala results - Marjorie Naidich

Marjorie: Shows Shirley's video that was shown at the Gala, will be shown again here. We raised over \$45,000 for the Gala after we pay the expenses to throw the party.

Ice cream parties for read a thon winner grades is Mon. 5/23 – Wed. 5/26:

- Brooklyn Cyclones - June 12 - Karah Woodward: We will have this event back this year. Going to the game on Sunday June 12 at 2 PM. There are seats together for BSI families. We will have face painting and kids can run the bases. The ticket price of \$17, \$7 of that goes to the school and you also get a hat.

Heather: we are working out a deal to sell them at cost to sell the Journal.

7:50pm SLT Report - Jeff Bolas: 7th grade and 3rd grade. I'm an outgoing member of the SLT. There is one open position and it has to be filled. It's a mandatory position. The SLT is a mandated forum that every school is required to have where parents meet with admin, principals, and parents across middle and elementary school grades. Jeff explains what the SLT and how it works. We met over the summer in 2020 to see how BSI would handle the school year and it was instrumental in figuring out how BSI would operate in its hybrid year. Please run for the SLT and it's a two year commitment.

Recently, we lacked a quorum to meet in April. We are covered by bylaws, we need 5 parent reps. And so we need another parent rep. We are focused on generating a comprehensive educational plan that the school generates. (CHP) it lays out educational goals and quantitative ways to measure our progress toward those goals. It's data driven. At BSI, we don't have a lot of scrutiny of this document, but we looked at the iReady data instead. They are starting to provide longitudinal data about how students are performing in this test against grade standards. We looked at iReady data and tried to understand the signals that data was giving us and see about a direction for the school. ELA, Math, Sped IEP and social and emotional learning. All SLT meetings are welcome to the public and you can attend. The next one is Tues., May 31, at 4:30 pm. The SLT is a lower time commitment position than a lot of other positions are. There are monthly meetings and your work involves a few hours a month and you know your schedule in advance.

Q: Tatiana: I won some auction items and how will they be distributed? I won some gift cards. There were a lot of more items this year and thanks for that. There are about 600 kids and only 40 people regularly participate in meetings. It would be a better idea to distribute everything – all of the slides and visual graphs shown at the meeting – it should be distributed to all parents who can read it at their leisure. Many people might not realize how imp. The meetings are. We need to be reminded about all of this information, and shown the video. We need to show more parents this so they are aware. I don't think that everyone understands that they are all members of the PTO. That message needs to be delivered to old and new parents alike.

Heather: I am in charge of distributing all of those items and I'm working down the list and connecting people to their item. I'll be in touch with everyone who won something. We are aware there are only about 40 people at the meetings. Visuals about the DA and such will be going out. Maybe we should backpack those materials too. It's good to hear these reminders and that we need to say it again and again. To remind everyone what the PTO does.

8:00pm Q&A

8:30pm Adjournment (meeting at 8:30)

NEXT MEETING: June 16, 2022 @ 7:00 - 8:30 p.m.

Contact: If you have any questions, suggestions, or concerns, please let us know at: execbd@bsipto.org