



BUTLER PTA Board Meeting November 10, 2015

Minutes taken by Lisa Listerman, Recording Secretary

IN ATTENDANCE: Rola Baghdady, Barbara Bulfoni, Michael McAllister, Eliza Wu, Katie Dunks, Rose O'Neil, Kathleen Conneely, Lisa Listerman, Mauro Lance, Karen Gutterman

Approval of Minutes -Motion to approve by Mike - seconded by Rola - all approved

Treasurer's Report - Sham not in attendance, so no updated treasurer's report to review

School Advisory Council Update - Michael McAllister

Plan was to get ballots out last week and tally tonight. We have 8 people signed up, but 2 people haven't submitted statements yet. This is the first time that multiple people have submitted interest and there will be an election. This process has to go through the PTA, not run by principal. Will delay this, perhaps at Dec PTA Mtg. He will blast it out over listserv. Won't be able to tally votes tonight. Want to give everyone a chance to tally the ballots.

Can vote for up to 3 people. Will be over google docs. May have special executive board meeting (will be in the morning).

Fundraising

Report on membership drive by Kate Weinstein: 102 families signed up, which is 33% of Butler families. 7 non-paying teacher members. Over \$5,000 raised.

Idea: get rid of \$25 level. Added \$250 as a level last year.

We raised almost the same as last year. Our percentage is low, compared to other schools. Question: What does a membership mean? There is misunderstanding about this amongst parents, so need to clarify.

Fun Run - Report by Laura VanderHart

Net income: \$19,196.17

Impressed and happy the way the community rallied a 2nd year in a row. Plus, the event was really fun! The company charged us more in fees than last year. Laura has looked into

a few other companies due to their high fees. They were taking 6% of what people donated, as well as charging \$2.50 for each on-line donation.

PTA total expenses were \$2877.00

70% Butler students registered for Fun Run; 50% registered AND fundraised.

Fundraising: What else do we need to do?

Next year - ask for sponsorship from big companies. Are we going to have another Fun Run and approach big sponsors? This needs to be done in Jan.

Kate would like to approach big corporations, but needs 90 days advance notice.

Discussed whether or not we still want to do Fun Run next year?

Consensus seems to be yes! The community feels really good and everyone can be involved. Teachers dressed up. It is a perfect fundraiser. It ran more smoothly this year.

The Fun Run committee was fantastic and also had a lot of fun. Thank you!

May be a challenge because it is hard to keep it fresh and exciting. But the community changes each year, so will be fun and exciting for each new group.

Everyone agrees that Fun Run is great event.

All School Assembly- looking for ideas

Thank you notes from 4th graders will be given to sponsors

This year - we have no plans for a spring event, other than annual recycling event

Discussion: Do we want to add event for adults, to replace the auction we don't do anymore?

Rent a place in Belmont and have it for adults? Family night? International Fair?

We have some money in our bank account. Should we use it, or keep it?

We have \$29,000 in bank account. From a budget management point of view, using half of it would be fine.

Barbara would like to do volunteer social, i.e. light dinner, something to thank the volunteers. Barbara sees more and more people volunteering and wants to express appreciation. Mike also likes idea of appreciation event for volunteer participants.

Barbara votes we are done with major fundraisers for the year -- Mike seconds -- All in favor.

PTA will continue with the following (smaller) fundraising activities: Recycling, bake sale, box tops, bottles/ cans.

We need to vote on a new budget. Barbara will send budget to Executive Board.

Matching funds - Sham is waiting for someone to help him with matching funds

BASEP: We have a new officer - Katie Dunks volunteered because Carrie Redi had to step down due to family reasons. Thank you Carrie for your service and thank you, Katie for taking over!

Winter/ Spring session - Katie will meet with Carrie. Will talk about classes that were successful, those that weren't. Will add a few other classes, including gardening and Braingames

Book Fair - Kate is working hard at making lots of decorations.

SignUp Genius is open and they are looking for volunteers.

In the past, gift certificates have been \$6. Barbara would like to vote to raise it to \$8 [More and more Butler students are living below the poverty line. 75 students qualify for free/ reduced lunch - this is a steep increase from past years.]

Barbara proposes a vote to raise gift certificates from \$6 to \$8. Mike moves to increase. Laura seconds. All approve.

There will be \$5 gift certificate for winner in each grade for raffle of monster drawings. These drawings will be displayed in the gym.

Book fair will have only books this year, no pens/ pencils.

Art Show - 12/04/15

Flyer went out last week. Theme: Art from the Heart
Finding crafts for the event

Audit 2015 - report by Mauro Lance

1x year MA PTA requires audit report re: finances.

Butler presents 2 reports, 1 for after school program and 1 for PTA

2nd time with same audit committee: Mauro Lance, Cara Cogliano, and David Engerman.

They are familiar with what they need to do.

Need to submit by 11/15.

No findings. Not been able to complete review itself. Haven't been able to meet with Sham.

PTA used to have insurance if someone messes up funds. Need to make sure we have it in place and are meeting requirements.

Funds in checking account - main point

Mauro will circulate to the PTA Board. Then will then be sent out to general PTA community.

Facebook Page

Rose O'Neil - if you have announcements or photos to post, send them to her to post on the page.

Can people just post to page? No, because of privacy concerns. We have to be careful about what we post (i.e. no political stuff, etc.) Send it to Rose or Mike first.

Mike will remind teachers to snap photos and send to him.

Could post newsletters, PTA newsletters.

Cara reported that Karen Gutterman will make sure there are photos from all in-school enrichment activities

ENRICHMENT

Meteorologist (Todd Gutner) has moved to NH, but there are a lot of other places that will do it.

K - going on 2 field trips

1st grade - haven't found replacement for the zoo (despite working on it for a few years).
Looking into someone to come in and do literacy program.

2nd grade - will do something in school. Trying to figure out what they wanted. Mike will push them on that and remind teachers that the bus trip is a big deal and a lot of the fun for kids. They have sled dogs, large maps, and Habitat. 2nd grade will do walking field trip.
Tour of different Belmont buildings.

3rd grade - having Brownsberger come to school (instead of travelling to State House).
Can continue with Plimouth Plantation and MIT trip.

4th grade - will go to Lowell

Discussion re: challenges of finding programs. Programs have supplement the curriculum.

Busses are so expensive. Easier and less expensive to get programs brought into school.
Teachers open to new ideas; it is up to them re: field trips.

There are no guidelines for chaperones, but field trips may be able to be done more effectively if chaperone guidelines are developed and implemented.

Safe Routes to School

Walking School Bus - will go up until Dec

Flag pilot program is going well

**Next PTA General mtg will be Dec 16th at 8:45-9:45 am for Butler teachers talk about
SEL. There will be 3 speakers for 10 min at a time.
This info will go out in the newsletter later this week.**

Meeting Adjourned