

**MINUTES OF THE REGULAR 2021-2022 EXECUTIVE BOARD OF
ENCINAL SCHOOL PARENT TEACHER ORGANIZATION**
195 Encinal Avenue, Atherton, CA 94027

DATE: April 21, 2022

TIME: 8:45 am PST

PLACE: Zoom

MEMBERS PRESENT: Katherine Bicer
Andrea Nudd
Amy Porter
Stephanie Lucianovic
FangFang Paulson
Yin Ravenscroft
Allison Jagtiani
Reed Johnstone
Anand Gupta
Nicole Carvalho-Lee
Leah Wolf
Sharon Burns
Jeanne McCann

MEMBERS ABSENT: Christine Wichrowski Goudey

OTHERS PRESENT: Ellen Kraska
Sherwin Chen
Courtney Comstock
Counselor Nguyen
Scott Paterson
Beatrice Shooley

1. CALL TO ORDER

Ms. Paulson called to order a regular meeting of the Encinal School Parent Teacher Organization Executive Board (“*Encinal PTO Executive Board*”) for the school year 2021-2022 via Zoom. Ms. Paulson confirmed that all participants could hear and be heard by each other, declared that a quorum of members was present and that the meeting, having been duly noticed and convened, was ready to proceed with its business. Ms. Porter acted as Secretary of the meeting.

2. APPROVAL OF PRIOR MINUTES

The Members then reviewed the minutes from the March 17, 2022 Encinal PTO Executive Board meeting. Upon motion duly made, seconded and unanimously approved, the Members adopted the following resolution:

RESOLVED, that the minutes of the March 17, 2022 Encinal PTO Executive Board meeting be, and they hereby are, approved as submitted to the members at this meeting.

3. PRESIDENTS’ REPORT

Ms. Nudd thanked a number of parent volunteers, including Ms. Tomasi and Ms. Salmon for spearheading the Science Fair, Mr. Paterson for helping with the garden program, and Ms. Wiggs for helping out with #Operation Wellness that is coming up on April 29th.

Ms. Bicer discussed the Golden Oak award and asked for nominees. In June there will be a three day bike rodeo. Donations for bikes, scooters and other outdoor equipment will be collected on April 30. Ms. Jagtiani announced a movie night on May 6 where “Encanto” will be

playing. Empanadas and popcorn will be available for outdoor eating. Pole pads for the basketball poles will be arriving soon and installed on the playground. Questions were asked and a full discussion ensued.

4. TREASURER'S REPORT

Mr. Johnstone reviewed the current financial statements. Questions were asked and a full discussion ensued.

5. PRINCIPALS'S REPORT

Ms. Burns introduced Counselor Nguyen who will be at Encinal through the rest of this school year. The students will view an ENTV episode introducing Counsel Nguyen to the campus. Last week, Ms. Kraska put together an all school ice cream social for the students. Open House this year will be in person on May 26, and the PTO will provide cookies for attendees. Ms. Kraska discussed the bike rodeo for all third-fifth grade students on June 2 and June 3. It is being set up by a vendor called Safe Moves and they will create a mini-city on the blacktop for students to navigate with their bikes. For fifth grade, another bike safety program will be put together so prepare bike riders for getting safely to Hillview. State testing will be occurring this year and teachers are helping to prepare the students use the interface. Questions were asked and a full discussion ensued.

6. TEACHERS'S REPORT

Ms. McCann thanked the PTO for the coffee cart. She also thanks Ms. Wiggs for the wonderful activities planned for the upcoming #OperationWellness day. Questions were asked and a full discussion ensued.

7. SCHOOL BOARD UPDATE

Mr. Chen discussed the last School Board meeting where they decided to start the process of locating internal candidates for the Superintendent's position. Questions were asked and a full discussion ensued.

8. GARDEN PROGRAM UPDATE

Mr. Paterson provided an update on the garden program. Pre-COVID there was record participation from volunteers. His goal for the future is trying to get as much participation as possible and to make it as fun as possible for the students. Next year he would like to hand the program off to other parents. He will show them how to run the program in the fall, but will stay involved so the parents who run the program still have access to his help. Questions were asked and a full discussion ensued.

9. ADJOURNMENT

There being no other business to come before the Members, the meeting was adjourned. The next scheduled meeting is the General Encinal PTO executive meeting on Thursday, May 19, 2022 at 8:45 am via Zoom.

Amy Bagdasarian Porter
Secretary of the Meeting

