

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

DATE: February 17, 2022

TIME: 8:45 am PST

PLACE: Zoom

MEMBERS PRESENT: Katherine Bicer
Andrea Nudd
Amy Porter
Reed Johnstone
Christine Wichrowski Goudey
Stephanie Lucianovic
Sharon Burns
Nicole Carvalho-Lee
FangFang Paulson
Yin Ravenscroft
Allison Jagtiani
Jeanne McCann

MEMBERS ABSENT: None

OTHERS PRESENT: Ellen Kraska
Sherwin Chen
Anand Gupta
Courtney Comstock
Beatrice Schooley

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 January 20, 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 January 20, 2022 Encinal PTO Executive Board meeting be, and they hereby are, approved as submitted to the members at this meeting.

3. PRESIDENTS’ REPORT

Ms. Bicer thanked Scott Patterson who sent a donation and letter regarding Ms. Wiggs’ hard work with after school programs. Mr. Patterson heads the run club and the garden club and is an extremely supportive member of our community. She also thanked the HRPs for helping with the upcoming days at the Reikes Center., as well as Ms. Jagtiani for helping with the OCC MOU efforts. Questions were asked and a full discussion ensued.

4. AUDITOR’S REPORT

Mr. Gupta provided an overview of the auditor's report, which was limited to financial transactions recorded in the six (6) period between February 1 through July 31, 2021. Questions were asked and a full discussion ensued.

5. TREASURER'S REPORT

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

6. SCHOOL BOARD UPDATE

Mr. Chen provided an update from the last School Board meeting. The state has mandated that all public schools offer transitional kindergarten, and the state will provide funding. However, because we are a community-funded district, MPCSD will see little money from the state on this front. Next year, transactional kindergarten will initially be offered to older 4 year olds. The board let the mask quality mandate lapse. Outdoor masking is optional though recommended. Indoor masking is still required. Questions were asked and a full discussion ensued.

7. PRINCIPAL'S REPORT

Ms. Burns provided an update and discussed how she and Ms. Kraska produced a special ENTV episode about the new masking guidelines for the students. Outdoor Ed is coming up in April for all fifth graders. Fifth graders are also participating in a unit concerning change and they are requesting corn hole, badminton and other outdoor recess equipment. Ms. Burns asked for feedback regarding the new proposed campus murals. They are exploring ways to allow

students to participate in the creation of the mural. The Kinder PE program with the YMCA started this week and is going really well. Questions were asked and a full discussion ensued.

8. TEACHER'S REPORT

Ms, McCann shared thank you notes to the PTO which thanked the PTO for the fleece jackets, staff lounge treats and Valentine's Day dessert spread. Questions were asked and a full discussion ensued.

9. STAFF APPRECIATION

Ms. Wichrowski provided an overview of recent staff appreciation work, including the Valentine's dessert spread and decorating of the campus for Valentine's Day. Each month until the end of the school year, the teachers will be appreciated by the PTO in different ways. In March, the HRP's will work to do something special for the teachers on the Reikes Center days. On April 29, a potential lunch to be hosted at Hillview is being explored for all teachers, which will be hosted by the #Operation Wellness committee. For the first week of May, the PTO will work with HRP's for teacher appreciation week where each day something special will be planned to express appreciation for our teachers. In June, the PTO will host a taco truck luncheon for the staff to celebrate the end of the school year. The Spring community event is tentatively scheduled for Friday, May 20th, where there will be inflatables and a potential book exchange. On June 8th, the fifth grade picnic will take place. Questions were asked and a full discussion ensued.

10. 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, March 17, 2022 at 8:45 am via Zoom.

Amy Bagdasarian Porter
Secretary of the Meeting