

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

DATE: December 14, 2021

TIME: 8:45 am PST

PLACE: Zoom

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

MEMBERS ABSENT: Nicole Carvalho-Lee
Leah Wolf

OTHERS PRESENT: Ralph Vandro
Anand Gupta
Courtney Comstock

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 October 21, 2021 Encinal PTO Executive Board meeting and the November 18, 2021 Encinal PTO General Membership meeting. Upon motion duly made, seconded and unanimously approved, the Members adopted the following resolution:

RESOLVED, that the minutes of the October 21, 2021 Encinal PTO Executive Board meeting and November 18, 2021 Encinal PTO General Membership meeting be, and they hereby are, approved as submitted to the members at this meeting.

3. PRESIDENTS' REPORT

Ms. Bicer and Ms. Nudd thanked Mr. Vandro for coming out of retirement and helping at Encinal these past few months. They also thanked a number of other parent volunteers. The Mindful Music Program will be starting in January and instructions will be provided in both English and Spanish. Questions were asked and a full discussion ensued.

4. TREASURER'S REPORT

Mr. Johnstone provided an update on spending to date. We will be receiving another check shortly and we have a number of pledges in process to be collected over the course of the year.

5. PRINCIPAL'S REPORT

Ms. Burns congratulated Ms. Lucianovic on her new book and thanked Mr. Vandro for his wonderful assistance over the last few months. Ms. Burns announced that a resident artist on staff will be preparing a mural with the Encinal Eagle for the campus, which may get kicked off in January. Also, 1-2-3 Andres will be back on campus for an event in the New Year. Questions were asked and a full discussion ensued.

6. TEACHER'S REPORT

Ms. McCann thanked Ms. Wichrowski and Ms. Porter for the staff appreciation breakfasts and desserts over the last two months and for ordering the Encinal fleece jackets. Questions were asked and a full discussion ensued.

7. OTHER BOARD BUSINESS

Ms. Porter provided an update on staff appreciation and Ms. Wichrowski provided an update on Caring and Sharing for the holidays. Ms. Lucianovic discussed obtaining a check from Scholastic Books from the book fair.

8. 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, January 20, 2022 at 8:45 am via Zoom.

Amy Bagdasarian Porter
Secretary of the Meeting