



## **Bishop School PTO Meeting Minutes**

**Date: October 11, 2017**

**Location: Bishop School Library**

**7 – 9 p.m.**

### **Minutes**

- Welcome and Introductions –Sarah Eastman opened the meeting with a brief outline of the agenda. At the time of introductions the following Bishop Community members were present: Deborah Kokinos, Sarah Eastman, Jen Davidson, Heather Breslau, Anna Pisania, Skye Stewart, Lindsey Baron, Ami Fatula, Rosemary Foster, Mark Davila, Sheelagh Stirling, Shelly Fichera, Audrey Laspina, and Lori Reck
- Minutes from September 2017 meeting approved by Anna Pisania and Deborah Kokinos.
- Principal's Update (Mark McAneny)

The staff is focusing on goal setting. Each year the teachers set student learning goals and professional practice goals. There is an approval process for these goals and they are entered into a software called Baseline Edge for tracking. The goals must be approved and entered into the Baseline Software by Oct 15<sup>th</sup>. The School Improvement Plan has been drafted. It consists of District goals, Bishop goals and details how the Bishop goals link to the District goals. In years past, the School Improvement Plan was kept at the administrative level. This year Mr. McAneny started including the staff in the School Improvement Plan. Mr. McAneny thanked the PTO for the grants that were awarded this week. These grants included funding a portion of the cost for some teachers to attend a responsive classroom conference, new seating in Ms. Capaldo's classroom, Spelling City subscription and a new math subscription. Mr. McAneny feels the school year is continuing to go well.
- Teacher's Update (Jen Murphy)

Ms. Murphy thanked the PTO for the supplies to get the classrooms up and running. The staff felt Picture Day was very successful and efficient. Last week there was Fire Safety Day. Two firemen from the Arlington Fire Department came to Bishop to speak to the kids about fire safety and put on all their gear. There was also a practice fire drill last week. The kids are taught to be a PAL (Pause, find an Addult, Listen) during a fire drill. The staff is looking forward to the professional development day scheduled for Wednesday, November 1<sup>st</sup>. Cultural proficiency is the focus of this professional development session.

Thank you to Mr. McAneny for enforcing acts of kindness and power of kindness in the school. The teachers are focusing on it in the classroom. It is also very important to keep the conversation of kindness happening at home.

- Co-President's Report (Sarah Eastman)

The School Committee presentation originally scheduled for tonight has been postponed. Mr. McAneny already discussed the grants funded this week.

- Fundraising Update (Lindsay Baron)

The Pumpkin Sale is this Saturday from 10-2. Box tops are due this week. Also, the order forms for Original Works are starting to come in. The Walkathon is next Friday the 20<sup>th</sup>. Deborah Kokinos gave an update on the Walkathon. Currently, 65 kids are signed up for the walkathon. Frisbees will be given out to the participants at the end of the walkathon. Mark Davila updated the group about the Pumpkin Sale. Three more volunteers are needed for morning slots and clean up slots. There is also a need for volunteers to make runs to Wilsons Farm if more pumpkins are needed during the sale. Sarah Eastman gave an update on Spirit Wear. Plaid pajama pants with the Bishop logo are now available (in youth sizes) for \$25 and gray sweat pants with the Bishop logo are now available (in youth sizes) for \$20. If orders are placed by December 1<sup>st</sup> they will be in by the holidays.

- Budget Update (Ami Fatula/Deborah Kokinos)

So far \$14,000 has been collected in Annual Fund donations. This is approximately 36% of our goal. Last year only \$2,600 had been collected in September. The money collected was used to pay for items such as teacher supplies, the new speakers for the projectors and new spirit wear inventory. Thank you to all the room parents for getting the word out. Some of the money collected for the Annual Fund went back to the room parents for the classroom activities. An additional \$250 for the room parents will be paid in January. Having the square has helped with donations because people are able to donate at events with credit cards.

- Play Update (Heather Breslau)

The Bishop Play is a volunteer, parent run production with the intent to be very inclusive for all the students at Bishop as actors and behind the scenes. More than half of the student body participates in the play each year. There is a play committee that coordinates everything and everyone is welcome to join. Sarah Morrison will return for her 2<sup>nd</sup> year as Director. This year the Bishop Play will be The Lion King. There will be 4 performances split between 2 casts. Auditions will be held the week after Thanksgiving. 4<sup>th</sup> and 5<sup>th</sup> graders can audition for speaking roles. Rehearsals will be Tuesdays and Fridays. The Leads will start rehearsing in December and the rest of the cast will rehearse starting in January. Registration will be done online from November 9-13. The cost is \$60 for grades 2-5 and \$30 for K-1 and tech crew. Financial assistance is available.

- Enrichment Update (Skye Stewart)

This year Bishop has another great line up of enrichment programs. The Enrichment Committee is Heather Spector, Jen Davidson, Laura Pierce, Maile Hedlund and Skye Stewart. The Enrichment Committee brings in outside educators that complement and enhance the Bishop curriculum and the school theme of Respect, Responsibly and Regard. The PTO will fund \$15,500 for enrichment programs this year. There is grade level enrichment and all school enrichment The Enrichment Committee works directly with the teachers to determine the best enrichment programs each year. Ms. Murphy said that as a teacher it is so great to be a part of the enrichment programs. The all school enrichment program this year is Odaiko New England which is ceremonial Japanese drumming. Mr. McAneny announces the enrichment events in the weekly newsletter. Throughout the year there may be a need for volunteers and next year there will be a need for more committee members.

- Community Announcements

1. Arlington Orthodontics is once again having its Halloween candy trade in event. \$2 per pound of candy donated and also a matching PTO donation. The candy gets shipped overseas to the troops.

- Public Comment/Questions

1. Rosemary Foster – Coffee Pond has scheduled picture retakes for Monday, November 27<sup>th</sup>. Sibling photos will also be offered that day for anyone interested.
2. Rosemary Foster – Rosemary is the lead organizer for Science Night. Science Night will be March 8<sup>th</sup>. She is looking to divide up tasks this year and is looking for volunteers to help. There is also a need for some new demonstrations this year because some were led by parents that no longer at Bishop.

Please note, next month the PTO meeting will be held on Wednesday, November 8<sup>th</sup> at **8:15 am** in the Bishop Library.