



**Bishop School PTO Meeting Minutes**

**Date: June 17, 2020**

**Location:** <https://us02web.zoom.us/j/81182640220?pwd=QlIDdEhBRUg2ajF2TlVhUDBmVzFWdz09>,  
7-8 p.m.

- **Attending:** Principal - Mark McAneny; PTO Rep - Caroline Thom (3<sup>rd</sup> grade teacher); PTO Board Member: Co-President-Elisa Komoni (2<sup>nd</sup> year); PTO Co-President-Christina Marko (1st year); Co-treasurer: Karin Moellering (2<sup>nd</sup> year); Co-Treasurers: David Brecht (1st year); Room Parent Coordinator: Laura Tikonoff (2nd year), and Recording Secretary: Neshe Gafuri (1st year); **Regrets:** Communications Coordinator: Junko Nagano (2nd year), not in attendance for this meeting
- Total sixteen members of the Bishop Community attended including the new board members.
- **Introductions:** Elisa (outgoing PTO Co-President) opened the meeting by welcoming everyone and all in attendance introduced themselves. Elisa also asserted that the principal purpose for this meeting is to introduce new board members.
- **Principal's updates**
  - Welcomed everyone to last week of school.
  - Stated that from March 12<sup>th</sup> to present, and May 4<sup>th</sup> to present we have all been working hard to adapt to remote learning, as well as engage in meaningful way.
  - Remote learning was not developed for elementary and middle school and conveyed that teachers have taken this format and done a fantastic job making the switch while learning along the way.
  - Thanked teacher community for keeping Bishop afloat and making the remote teaching possible.
  - Thanked everyone in the Arlington / Bishop community, and emphasized that this year has been incredibly challenging specially for parents who became educators and have had to homeschool their children.
  - Reported that teachers went in the first week of June to pack up their classrooms for summer, and picked up all student belonging and made the school building ready for summer closure.
  - Per CDC recommendation we are looking at 10 kids at the time in the classroom, with 6 feet apart desks in order to meet guidelines for fall, and identified the need to get facilities up to speed as far as health code.
  - Reported prospect of being faced with storage issue – district is looking into adding additional furniture.
  - Reported 85 upcoming kindergarden families – Ms. Liner made recording of kindergarden orientation.
  - 5<sup>th</sup> grade activities moving on, and has been especially challenging to come up with 5<sup>th</sup> graders recognition while trying to make it as special as possible within the remote environment we currently are in.
  - Recognition video for viewing were made, plan for certificates to be delivered to students homes, and a plan for small 7 car caravan that's going to 5<sup>th</sup> graders houses was announced.
  - Progress reports will go out Friday; not a traditional report; basically a narrative about student participation.
  - There will be an email going out with summer school resources and summer planning.
  - Families will have access to google-classroom and grids will remain open but unmonitored in case families want to review materials with their children, as well as link to parent portal to *powerschool* and guide in how to access the third trimester within parent portal and how to view child's narrative will be made available.
  - Commissioner Jeffrey Riley of DESE had conversation with Superintendent regarding school reopening plan/guidance. Unclear if district will operate independently based on the given budget, but very likely.
  - Three possible scenarios regarding Fall re-opening plans:

1. Traditional model - highly unlikely

2. Hybrid model - more plausible model - being limited to 10 students per class; ½ day scenario per day.

- David brought up the fact that all of our classes are over 20, thus creating the need to either hire staff or resource specialist, TA, and other staff and/or create every other week scenario with cohorts alternating weeks.
- It was also made known that there is going to be a number of families that are choosing to hold kids back for remote learning/homeschooling as well as there will be staff with compromised health and/or living with elderly at home that won't be able to enter the building. In which case MacBooks for all staff will be required as Chromebook currently being used do not serve the purpose.

3. Complete remote learning model – trying to avoid, but remains as an option if not possible to get staff and students in the building.

- Superintendent continues to do community outreach to hear parents voice and challenges in order to drive the decision making process. As a result - most likely hybrid model - but not confirmed.
- Additionally the district formed operational committee to include finance, curriculum, facilities, health, and transportation, where all these groups are starting to come together to look at the considerations.
- When we do go back to the building the cafeteria is not going to be used. One idea that would be floating is for the kids will have to eat at home before they come to school or eat in the classroom.
- Recess – research and CDC guidance indicate recess allowable but w/ social distancing and structured/supervised recess time, w/ health/safety as well as social/emotional for everyone being a priority.
- In closing principal stated, kids are resilient and the hope is that everyone will bounce back, however a lot of planning is required, and once more information is available additional communication will be sent out.
- Elisa asked if there is going to be any form of enrichment activities.
- Principal responded that current guidance states there will not be outside resources d/t trying to eliminate traffic, however only the inperson enrichment is off the table, the remote enrichment programs are possible.
- Principal also stated that he met w/few groups of parents and staff and expressed that it is rather hard to sit in front of parents with lack of information we have right now, but what we know right now is few possible scenarios mentioned above, and hopefully by next week will have more information to share.

• **Teacher's Update (Caroline Thom)**

- Started the update by thanking all the parents for incredible support with remote teaching/learning.
- She stated that as a teacher she felt that she was behind in technology but d/t remote teaching she has become tech savvy, and can guarantee that whatever is necessary in the fall teachers will do the best they can.
- Gave an update on the assistance dog facilities just starting to re-open, and reaffirmed her commitment and how amazing it would be to get the assistance dog especially if hybrid model is implemented in the fall.
- Principal also added as far as staffing is concerned district won't be faced with any cuts in Arlington.
- However additional staff will not be added. But obviously if additional classroom is necessary it would be added, but if someone leaves i.e., outgoing Assistant Teacher is not being replaced.
- Christina asked about 4<sup>th</sup> section for the 1<sup>st</sup> grade rising to 2<sup>nd</sup>? Will we keep current staff in place and just shuffle?
- Total 92 in that cohort rising to 2<sup>nd</sup> grade for next 3 years remains as 4 sections.
- Class placement of our children is already complete but might change given the scenario we are faced with.
- Looking to go electronic via *powerschool* with releasing that information to families in August, and the plan is to keep all 19 teachers but there will be some shuffling.
- Heather asked if there are any ideas that the teachers have for parents either as individual parent and/or PTO we can do differently in order to support teachers, i.e., things like subscriptions or online resources.
- At this point probably need to be sitting down and brain storming with group of teachers.
- Christina added that the board is working on a preliminary budget which obviously won't be approved until September and we have no idea how its final version is going to look like, but most likely need to shift funding and the board is certainly flexible and will work closely w/Mark and the staff in order to help as best as we can.
- Mark added that the district and the administration is in the process of figuring out how to obtain supplemental supplies for children as there is not going to be any sharing of supplies between children.

• **Co-Treasurers Update (David Brecht/Karin Moellering)**

- David gave update on the preliminary budget - actual and variance from last three years.
  - Current budget being work in progress and as such can change to reflect the world that we will be in by fall.
  - We might want to assume lower fundrising w/the funds possibly being deployed to different initiatives.
  - Karin reported that the budget for this year overall landed very close to zero.
  - Added that there is also the reserve fund that will be made available if anything needs to be leveled out.
  - With annual fund and walkathon being frontload fundraising.
  - The main question for the budget being: How much \$ we will need to raise? Find out what teachers need and repurposing, which will aid priorities of PTO, which ultimately are the priorities of the entire community.
  - Christina added that enrichment activities, teacher checks and classroom fund for room-parents are the highest expenditures that would need to possibly be repurposed.
  - In closure David stated that all these variables are in the state of flux and perhaps in August we will be able to have a better picture of how the budget should look for next September.
- **Co-Presidents Update (Elisa Komoni/Christina Marko)**
    - Christina announced that the virtual election took place and introduced/welcome the new board members for two year term. She also thanked outgoing board members for their service, as well as Ms. Tom for being the PTO rep, and principal McAneny for his ongoing support to the board.
    - Highlighted the need for diversity, equity and inclusiveness to be supported and fostered.
    - Re-emphasized the need to be creative/flexible with the budget while targeting what is needed.
    - Finally named approved new board members as follows:
      - Co-President: Laura Tikonoff
      - Co-Treasurer: Lindsay Pacheco
      - Communications Coordinator: Amanda Maltais
      - Room Parent Coordinator: Lindsay Sweeney
      - Fundrising Coordimnator: Tai Sokoloff
    - PTO officers were approved unanimously. Congratulations!!

**Next Board Meeting: TBD**  
**Next PTO Meeting: TBD**