



## **Bishop School PTO Meeting Minutes**

**Date: October 10, 2012**

**Location: Bishop School Library**

- Previous Meeting Minutes: Minutes approved
- Principal's Report
  - Mark discussed why the library is being used as a classroom/Mrs. Bressler's class is an environmental hazard, minimal traces of mold, but walls were being used as a habitat for small animals. Board of Health needs to return and deem safe. Public facilities will work on building through November to ensure the school is safe. Mark will send note to parents re next steps by end of week
  - Reported MCAS results last week. Bishop did very well – assessment went very well. Areas of need are in 3<sup>rd</sup> grade math. Mark will be teaching test taking skills, speaks to need across Commonwealth of 3<sup>rd</sup> grade math (trend), once Mark gathers he will present at PTO meeting (probably November meeting), MCAS results drive focus of how to pinpoint areas that are in need of restructuring or improvement.
  - Mark stressed that while he does like the MCAS it is “not the end all.” Rather a “snapshot” and how teacher's can be assessed and what children know and how they apply it. 3<sup>rd</sup> grade lays the foundation but 10<sup>th</sup> grade, Arlington has a large number of kids that pass the MCAS – that is what we should be looking to.
  - Mark has developed the school advisory council to create a three year strategic plan, school improvement plan, district goals, Bishop goals and core values. Council currently includes two teacher reps, two parent reps and Mark.
- Teachers' Report
  - Sharon thanked PTO for the additional funding at beginning of school year and the teachers feels appreciated. Passing on for all teachers
  - Bringing the “T” back to PTO
  - Curriculum night went well, low turn out possibly due to second child
- Presidents' Report
  - Annual fund update
    - Fund form has been sent out in children's backpacks, also available through online
    - There will be another push in November, possibly Bishop families who own businesses contribute to the Bishop Annual Fund. “Support Bishop Parents Businesses”
    - The third push in December, remember gift deadline of December 31<sup>st</sup>
  - By-law update
    - Purpose of by-law change based on decision to expand PTO board to eight person board. Adding a room parent coordinator to BOD.
    - Bylaws approved for addition of room coordinator



- Board addition – Room Parent Coordinator – Heather DiGregorio
  - Heather approved
- Hand sanitation post recess update
  - Working on a system to make sure it happens
  - Further reporting at next PTO meeting
- Grants process
  - Jayme has been meeting with groups of teachers, receiving ideas for grants for each of the grades. Teachers are very receptive and forthcoming with needs. Each grade differs – money vs. support. Many requests for online subscriptions that teachers have been buying on their own. Third grade gives back to the community, through Meals on Wheels, etc. Will discuss at next meeting what will be funded.
- Technology support for teachers
  - Teachers now have access to great technology, need to understand how best to use this technology. Ongoing conversations re best practices and work with teachers to make sure they feel supported.
- Tapping into the Bishop community
  - PTO will be reaching out to the community to identify businesses or people in the community that have goods and services that can be utilized at the school. Goal is to get parents involved in helping with Bishop more than only through money. Ideas: what do we need that we can ask for? How do we put out a call to action?
- Treasurers' Report
  - Celeste and Adam reviewed the two person team and system created. Quickbooks online, multiple users, transparency and insight, good for control
  - Celeste noted that we are on track and we did well from Pumpkin Sale and annual fund kick-off.
  - Spend out: YTD: \$7k for teachers, \$1,500 for lettering/signage in front of school
  - A parent at the PTO meeting mentioned a concert that is performed by the 4<sup>th</sup> graders in support of Arlington's sister city. The cost of the concert is divided among the 7 elementary schools and parent wanted to ensure that Bishop contributes. Both Brecky and Jayme assured her it is accounted for in budget.
- Fundraising Update
  - Shout out to Joanne Routenberg for putting Arlington Town Day together – this shout out was brought to you by Jayme Purinton
  - Wendy Elverton did a fantastic job on the Pumpkin Sale
  - Laura Fuller reviewed our many fundraising initiatives: Stop & Shop A plus rewards, 48 people have signed up, Box Tops, BTFE.com, Original Works, art based fundraiser, will be in mailpockets later this month, PTO fundraiser, link to Amazon.com, Menotomy Beer and Wine, track points, Community Card = \$10 community card,



- Thrive coffee, promote holidays, link to website, Laura will review recycling events, etc. Recycling events look into April
- Committee Reports
    - Craft Fair update – Thursday, December 6 (not Friday, December 7)
      - Knights of Columbus, Arlington GET TIMEFRAME
      - Call for all crafters now – crafters to contact Mary Ellen Aronow at [mearlington@gmail.com](mailto:mearlington@gmail.com)
  - Enrichment Report
  - Business: from the Floor
  - Calendar
    - Upcoming dates:
      - 3<sup>rd</sup> Grade Walkathon and Spirit Day, November 2<sup>nd</sup> , rain date November 9<sup>th</sup>
      - Election Day bake sale, November 6<sup>th</sup>
      - Next PTO Meeting, November 14
      - Craft Fair, December 6<sup>th</sup>
  - Adjournment: 8:29 p.m.

NOTES