



## **Bishop School PTO Meeting Minutes**

**Date: September 14, 2016**

**Location: Bishop School Library**

**7 – 9 p.m.**

### **Minutes**

- **Welcome and Introductions**

Heather Breslau opened the meeting with a brief outline of the agenda. At the time of introductions the following Bishop community members were present: Heather Breslau, Meredith Dimola, Shannon Knuth, Lynne Aftuck, Principal Mark McAneny, Elizabeth Burns, Jen Davidson, Melina Salerno, Jenn Badua, Anna Pisania, Shannon Knuth, Noelle D'Agostino, Jeannine Ranaghan, Deborah Kokinos, Melissa King, Nicky King, Megan Bloch, Kate Jennings, Nancy Segal, Jean Clarke, Johanna Niles

- **Principal's Update (Mark McAneny)**

Mr. McAneny thanked parents for volunteering in the classroom and thanked the PTO for everything they do for the school. Mr. McAneny spoke about how far Bishop has come in his 6 years as Principal in terms of technology (projectors, tablets, etc.) with the help of the PTO. The PTO has approved grants for 3 new projectors this year. Mr. McAneny stated that the start of the school year was successful. The kindergarten start schedule was different this year with screening done in the spring rather than the first week of school. The schedule for kindergarteners is open for discussion within the district and may change next year.

Mr. McAneny continued with a staffing update. There is a new school nurse (Katie Martin), a new special education team chair, a new social worker, new TA's in 3<sup>rd</sup> and 4<sup>th</sup> grade, a new Metco social worker and a new Metco bus coordinator. There will also be a retirement party for Nurse Donna at some point this year. Details will be shared with the Bishop community once the party is planned. Melina Salerno asked if there were any student teachers this year. Mr. McAneny responded that there are 2 student teachers from Brandeis at Bishop this year. There will be shared leadership roles this year with different staff members leading staff meetings. There will also be a lab classroom model in the schools this year in which teachers observe each other in the classroom and then discuss best teaching practices. Melina Salerno asked if the lab classroom model was for K-5. Mr. McAneny's response was that Ms. Amato and Ms. Franchi have joined the district lab classroom team so they will be the first to

participate. The lab classroom sessions will be videoed so teachers not able to attend are able to participate and then discuss best practices.

Mr. McAneny discussed the override vote and thanked everyone for their support. The override secured funds for the renovation of the Minuteman School which he feels is very important. He discussed the construction of the new wing at Thompson, the Stratton renovation project which is currently underway, the high school renovation project which should qualify for MSBA funds to offset the cost, and the renovation of the Gibbs school for the 6<sup>th</sup> grade next year.

Mr. McAneny discussed the effect of buffer zones. He said the superintendent makes the decision at the end of August when the numbers are close to being finalized. The size of the kindergarten class town wide has increased from 480 kindergarteners last year to 557 kindergarteners this year. The average classroom size at Bishop is 22-23 students with a few classrooms with 26 students. When a grade reaches 80 students discussions about adding an additional classroom begin within the district. There are currently 5,690 students town wide and that number is projected to increase each year. Hardy and Thompson enrollment is expected to increase the most each year. Bishop is expected to remain stable.

Mr. McAneny spoke about the State of Bishop. He said there are some doors that are in immediate need of repair. The doors were not closing correctly which is a huge security issue. The Crosby Street doors were fixed today. He discussed the parking lot flooding during heavy rain storms. In the past the 5<sup>th</sup> grade classrooms have flooded. Mr. McAneny is working with DPW and the Facilities department to fix this problem. He also discussed some of the 5<sup>th</sup> grade gifts that have not been installed yet. In particular basketball hoops were donated by a previous 5<sup>th</sup> grade class, but in order to be installed we need to also purchase new posts.

Mr. McAneny concluded with the schedule for Curriculum Night. This will be held on Sept 28<sup>th</sup>. Grades 3-5 will meet from 6-7pm and K-2 will meet from 7-8pm. The location and format for some grades are TBD. 2<sup>nd</sup> and 4<sup>th</sup> grade may meet in the classrooms rather than the large joint session to try to make the night more interactive. Also, staff has been discussing homework, meaningful homework, and how much homework is assigned each week.

- Teacher's Update (Lynne Aftuck)

Ms. Aftuck stated that teachers feel the start of school went well. She thanked the PTO for all of the supplies that are provided to the school throughout the year. Ms. Aftuck said that Kindergarten and 1<sup>st</sup> grade have a new Math Curriculum with new supplies which they are excited about. Ms. Aftuck said the 5<sup>th</sup> grade camp is coming up and they will be looking for chaperones. Ms. Aftuck also said the teachers are excited about the lab classroom model and the opportunity to observe other teachers.

- Co-President's Report (Heather Breslau and Meredith Dimola)

The Impact of Your PTO Powerpoint presentation is available on website at [http://bishopschoolpto.weebly.com/uploads/1/3/6/7/13679670/pto\\_annual\\_review\\_2015\\_16\\_final.pdf](http://bishopschoolpto.weebly.com/uploads/1/3/6/7/13679670/pto_annual_review_2015_16_final.pdf)

Highlights – PTO raises over \$50,000 a year, nearly \$16,000 was spent on schoolwide enrichment programs (represents largest portion of budget), over \$9,000 in grants awarded to teachers and staff, \$3,800 spent on classroom supplies (paper towels, tissues, glue sticks etc.). Events: Science Night – free community event, Bishop Bear Fair is well attended and a hugely successful fundraiser and the largest fundraiser of the year. The Bishop Community Garden combines hands-on learning with curriculum. The Garden is being used as an outdoor classroom. Annual Fund – optional, last year nearly \$10,000 was contributed by Bishop Families. Also important are shopping programs like Amazon, Shutterfly, and Tiny Prints which will give a portion of sales back to the school. The Bishop Play – nearly half of the student population was involved in the play. We are looking for a new play director this year because Michelle Mount has taken a full time job in the Waltham school system.

Vision for the coming year: continued support of the garden and having more quality events rather than quantity of events. The PTO would like to know what the Bishop community would like to see for events and ways they would like to get involved. There is a volunteer form for people to fill out and can list their ideas, skills, etc. The PTO would like to get the message out to the larger community in order to get everyone involved.

- Fundraising update (Shannon Knuth)

The first major fundraiser of the year is the Walkathon on October 14<sup>th</sup> (rain date October 21<sup>st</sup>). This event is organized by the 5th grade parents and funds raised benefit the entire Bishop community. PledgeStar website will be used again to gather pledges. PledgeStar simplified the entire process. Deborah Kokinos and Katie Stencik will be stepping in as leads for the Walkathon next year. Shannon Knuth reminded everyone about Not Your Average Joes on Tuesday Nights in September and other shopping programs like Amazon, Shutterfly, and Tiny Prints which give a portion of sales back to Bishop. All links can be found on the Bishop PTO website.

- Budget Update (Melina Salerno/Deborah Kokinos)

The PTO is required to report on the budget at every meeting. This year's budget will be posted on the PTO website. Highlights - This year we have budgeted \$75,395. The PTO has budgeted \$15,500 for enrichment this year. The budget has been increased for the Bishop Garden this year to \$4,200. The PTO also funds any buses used for field trips. The budget for classroom supplies has also been increased this year to \$4,000. The PTO has \$10,000 in grants. Anyone in the Bishop community can apply for a grant. The projectors

are being funded by grants this year. Restricted funds – 5<sup>th</sup> Grade Recognition Fund is \$50 per 5<sup>th</sup> grader. The Bishop Library gets \$0 from the district. The library fundraises for all of their books, racks, etc. The PTO has increased the amount budgeted for the library from \$1,400 last year to \$2,150 this year. Income - Annual fund: last year the PTO budgeted \$10,000 and raised about \$9,000. This year the budget is being increased to \$12,000. Bear Fair – last year this event raised over \$17,000. This year we have budgeted \$17,000. Used Good Sale – last year we raised \$5,000 and this year the budget will remain at \$5,000. The Used Good Sale has become an ongoing fundraiser with left over items being sold on eBay throughout the year. Last year the PTO raised 4% over the goal. This year the goal is to raise \$55,150. There is currently approximately \$22,000 in a slush fund which is carried over from last year.

- Public Comment/Questions –
  1. Why are movie night and the recycling event budgeted at \$0 this year? Response: These events have been changed from fundraising events to community events. We are not trying to raise money but just trying to cover our costs.
- Room Parent Orientation (Anna Pisania)  
Welcome and thank you to room parents. A PowerPoint presentation is available on the Bishop PTO website.
- Meeting Adjourned. Next Meeting is Thursday, October 13 (due to holiday/school closure on October 12.)