



Bishop PTO Meeting Minutes

Meeting Date: September 23, 2009

In Attendance:

Laura Fairbanks, Jessica Baxter, Michelle Krawchuk, Jen Bosco, Alison Vaishnaw, Steve Carme, Tess Hartwell-Neuman, Maria Amato and Justine Viveiros

Meeting open 7:05

Laura welcomes the group and makes introductions to the board-

Co-President- Laura Fairbanks

Treasurer- Michelle Krawchuk

Fundraising- Jessica Baxter

Corresponding Secretary- Jen Bosco

Recording Secretary- Tess Hartwell-Neuman

Discussion re; Town Day, Laura lets the group know that if they want to volunteer, their help is needed. Laura turns the meeting over to Michelle to review the PTO finances carried over from last year.

2008-2009 Budget Overview

- Bear Fair resulted in \$11,839 in revenue
- 2008-09 Net Revenue \$3429
- \$1000 was withdrawn from the money market account
- Some bills didn't come in (and are not expected to), so there were more funds leftover than expect. (ex. Laminator contract for 08-09 never came in but has for '09-'10)
- \$24,000 approximately in the account at the beginning of this school year, most of which is earmarked for a number of purposes
- \$21,000 is actual balance after the earmarked amount is subtracted
- 10% increase in revenue & expenses from last year

Refer to the budget sent via email in September for further budget info.

2009-2010 Budget Outlook

- Money for PTO drive has come in. Lawrence Wilkerson Scripps gave us \$1000 + \$100 matching gift + \$10 from a Bishop student from personal allowance!
- T-Shirts sold, raising \$150 at the last event.
- Michelle mentions the online shopping sites as another great source of income/revenue for the school. Please send the list to friends... when they shop, Bishop gets funds. This list can be found on the Bishop website under the PTO link.
- The ice cream social sold out, bringing in a net profit of \$192, more than expected.
- The Abitibi Paper Retriever program brings in funds through household recycling, already raised \$25 this year.
- PTO has already donated \$100 to the scholarship fund
- Funds are given to teachers to purchase classroom supplies; they will receive half now and half later in the year. This year \$975 is available for teacher courses, \$350 is available for mini grants.
- There is \$10,000 currently in the money market account

Michelle turns the meeting over to Jess Baxter for a fundraising update-

- The ice cream social was very successful
- Town day is coming up this weekend



- There are a number of fundraising opportunities coming up
 - Walkathon coming up in October
 - The pumpkin sale
 - Bishop eats, dinner night

New Family outreach planned for this year to contact new families.

Stop & Shop has a fundraising link to the school, look at the PTO link on the Bishop website for the information, shop for groceries, Bishop gets a percentage of your normal bill... Target Visa card also is enrolled in a donation program, see the website for more info.

Jess turns the meeting over to Alison Vaishnaw to talk about the Enrichment Program- The most money from the PTO fund each year is for the Enrichment Program. Coming up- Katie Smith Milway will present her book "One Hen" to the school in two assemblies, one for the younger grades, and one for 2-5. Library classes will support this program at that time, to reinforce the issues raised. For information on the book and story please see <http://onehen.opportunity.org>.

In January Deanna's Educational Theater Co. will present "All Starz" to grades K-2 and "Doin' the right thing" to 3-5. These performances bring a specific anti-bullying message and are followed by an age-appropriate actor-led discussion session. Please don't let this alarm anyone that there is a bullying issue at Bishop. These programs are intended to compliment the Open Circle Curriculum, which is used throughout the school, and promotes all aspects of appropriate school behavior in regular classroom sessions led by the classroom teachers.

On February 10th, 2010, the Boston Ballet will bring their school outreach program to Bishop – illustrating the athleticism as well as the beauty of their art form.

In addition to these key events, each class will experience smaller scale presentations or workshops in support of, and coordinated with, specific areas of their curriculum (and for fun!). In 2008-9 these included a Eyes on Owls (K & G1), Japan day with a Japanese storyteller (G2), the Third Grade Play – The American Revolution, and Museum of Science demonstrations (G4 & G5). The current year will see a similar program, watch your email, the website and the Pennant for details as dates are finalized.

Alison turns the meeting over to Steve Carme- Steve gives an overview of the summer activity of a few instructors from the district that traveled to Japan. Japanese culture instruction has now been moved to grade 2 and in grade 3, students learn about Native Americans.

More children are riding the bus this year than ever. This year Bishop has 18 classrooms and 366 children. The largest class has 23 children, the smallest has 18.

The Advisory Council will hold its first meeting of the year on Monday. This year's goal is to rewrite the school improvement plan, then to upload to the website as a green & cost saving initiative; as opposed to paper.

System improvements this year include the CLT- Cooperative Learning Teams- Initial student assessments are made, a piece of the curriculum gets taken to the kids, assessment is then made as to where the students are at academically, problems are revealed, corrective actions are taken.

No new teacher hires this year, though the school has a new social service worker, Sarah Meschuk. Liz Novak, the Special Education teacher continues to work with Bishop and now also works with Pierce.



Upcoming Dates To Remember:

October 8th, Open House 6:30-8:30
October 12th, Columbus Day, School closed
October 20-3rd, Science Camp
October 21st, Next PTO meeting
November 3rd, Early Release Day
November 18th, PTO Meeting, held at the Bishop Library, 7pm
November 20th, Report Cards Come home
November 25th, ½ Day
November 26-27th, Thanksgiving Holiday

Q & A Session-

“Can you give an Overview of ACE Enrichment?”

Steve Carne- Will send an email detailing the program. ACE is an academically challenging enrichment program. It is a goal at Bishop to have ACE more connected to the curriculum. This year the program will have new pull out percentage rates and there will be a co-teaching component.

“Do all kids take CE test?”

Steve Carne- Program begins in 3rd grade. Only kids who are nominated by a teacher/parent for testing will be tested.

“Will there be flu shots given at the school?”

Steve Carne- The Health Department has said that all kids will get H1N1 immunization at school, parent can opt out. Families will be informed as the school is given more information.

Steve turns the meeting over to a representative from Arlington Center for the Arts who gives a quick overview of the many programs available. Dance, arts, and other creative lessons available for 6 week periods, year round. See the After School Section of the Bishop website for more info.

Steve gives an update about the extensive use of the media carts, which were purchased with PTO raised funds. The plan is to soon move to wireless connectivity.

Steve turns the meeting over to Alyssa Clossey who developed the new Bishop website. Alyssa gave the following overview of the look and functionality:

- Sites incorporate colors and photos from Bishop
- Info on the 60 year anniversary was recently added.
- Home page is simple includes contact info, safe arrival... announcements/news are on a separate page to keep things simple and easy to navigate
- To get on email list, sign up can be found on PTO Directory link on the About Us page.
- Some small alterations need to be made.
- All fundraising programs are listed under the PTO & community link
- Kindergarten Info might be renamed to “Enrollment Info” or adding a clearer “Enrollment Info” subheading on the Kindergarten Info page.
- “School Closing Info” may be added to home page.
- Safe Arrival # is to be used if your child will be absent or considerably late- it helps the school know where students are...

Next meeting is on October 21st.

- Meeting closes 8:45 p.m. -