

**Bigelow PTO Meeting Minutes**  
**Thursday, October 8, 2015, 8:30-10:00 a.m.**

**Attendees:** Jacquie Arbuckle (Co-President), James Bryant, Chris Campbell (6<sup>th</sup> grade Special Ed coordinator) Laura Davis (CASC representative), Principal Harrison, Beth Hicks (Co-Treasurer), Melissa Holt (Co-Secretary), Tami Ireland, Carolyn Judge (Co-President), Michael Rothstein, Anush Sahakian (Co-President), Agi Sardi

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I. Introductions

II. Principal Harrison's updates

- A. Synopsis of start of the school year – smooth start overall
  - a. Crocodile River, through CASC (see below), was a very successful event
  - b. Attended conference in Texas on Responsive Classroom with other Newton middle school principals. Anticipate there will be more staff training available as a result of this conference.
  - c. Back to School Night was successful, as was METCO meeting held that same evening
  - d. October 16<sup>th</sup>, 6<sup>th</sup> grade student social; October 28<sup>th</sup>, 6<sup>th</sup> grade parent orientation; October 30<sup>th</sup>, all school dance

III. Creative Arts and Sciences (CASC) overview (Laura Davis)

- A. One program per year that is school-wide and not curricular (this year it was Crocodile River), and other programs are grade specific and curricular
- B. Utilizes about 25% of PTO budget

IV. Spring 2015 Parent/Teacher Survey results (Jacquie Arbuckle)

- A. 106 responses, good representation across grades and from teachers
- B. Top 4 identified PTO priorities: fund raising, promoting sense of community, providing scholarships, supporting teachers
  - a. Resulting initiatives:
    - i. Considering grants for teachers for discretionary projects for classrooms
    - ii. \$2500 added to budget for staff development & per teacher stipend raised from \$50 to \$75
- C. Top rated PTO events: Teacher appreciation lunches, Big Night, Soup and Supper Stroll, Welcome Back Picnic
- D. New ideas:
  - a. New to school welcome committee (for students entering the school mid year)
  - b. 7<sup>th</sup> and 8<sup>th</sup> grade potluck

- c. Community service projects
- d. Athletic Booster Club - recommended by Chris Campbell who indicated sports equipment is very expensive, and having booster club funds would allow costs to be defrayed for students who would not otherwise be able to participate.
- e. Resulting initiatives:
  - i. New to School Welcome Committee will be formed
  - ii. 7<sup>th</sup> grade potluck set (12/5) and 8<sup>th</sup> grade potluck will be in the spring

V. Budget (Carolyn Judge)

- A. Big picture: Last 2 years there has been a surplus in the budget
- B. Reviewed budget plans for this year and expenses from previous years
- C. **Vote:** Budget approved

VI. Upcoming fall events (Anush Sahakian)

- A. Fall clean up and bulb planting, Sunday, November 1, 10-2
- B. Super Supper Stroll, November 14<sup>th</sup> at 6:00 p.m.
- C. One Book, One School author talk for parents, December 3<sup>rd</sup> at 7:00 p.m.
- D. 7<sup>th</sup> grade potluck, December 5<sup>th</sup>

VII. Volunteers needed (Jacquie Arbuckle)

- A. Volunteers needed to help Carolyn out with newsletter and other communications
- B. Boston parent representative
- C. Bake sale coordinator
- D. Bigelow Big Night Committee
- E. Safe Routes to School
- F. New Welcome Committee (7<sup>th</sup> grade representative needed)