



PTO Board Meeting with Principal September 6, 2019, 8:30am

Principal's office

Attendance: Una Simmons, Karen Markson, Vicki Spetter, Linda Gillepsie,
Joana Canedo, Todd Harrison

MINUTES

- I. The Principal took the Board on a tour of the building, and showed us many improvements made over the summer.
 - A. the Auditorium has new lighting and we anticipate it will be painted by a Community Group that uses the room on the weekends
 - B. there are new instrument lockers at the tech hall
 - C. an eagle scout project yielded shelving outside the cafeteria
- II. Metco Picnic -
 - A. a/k/a the Boston Picnic, will be held on Sunday 9/8
 - B. We will have a banner for the kids to sign and a sign up sheet for PTO volunteers
- III. The Back to School Picnic
 - a/k/a the Newton Picnic, will be held on Wednesday 9/11
 - There will be an 8th grade bake sale
 - it will be held in the gym
 - set up at 5:00 p.m. (4 tables in the hallway)
- IV. Membership / Directory
 - New platform with buttons to link to pay
 - Not using paypal anymore. Using Waves with Stripe
 - Issue with importing Mason Rice families data
- V. Treasurer update -
 - Discussed bank transition
 - Budget
 - Principal asks for \$1,000 to pay for the wood used for the shelves in the cafeteria. The money could come from the Newton Serves budget, as the shelves had been planned for that.

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- New Teacher Orientation expenses (\$125 x 3)- less than we budgeted for
- VI. PTO Wine and Cheese "Meeting"
- on 9/23 with Todd at Karen's house
- VII. Ten Tables
- Saturday November 3rd
 - Need a co-chair
 - Need hosts for dessert, appetizers and 10 dinners
- VIII Status of Mural (students will paint Bigelow walls)
- in process. The artist will send a proposal.
 - Initial estimate: \$5,000.00
- IX Status of Laptops
- PTO sponsored 2 new carts of laptops with 12 in each.
 - working on carts now
 - Now Bigelow has 336 laptops (12 carts)
 - New laptops provide more class tech support. There are enough laptops so Bigelow can conduct MCAS testing much more expeditiously; half of the school will be able to test on the same day and there will be less testing days (7th and 8 grades will be able to test together on the same day; this will result in a reduction in the number of days needed for testing-- 8 or 9 (last year it was 12 days).
- X. 8th Grade Activities
- Need a chair
 - Car Wash
 - Bake Sale (Wed)
- XI. CASC
- Mary Jo Sisk and Alexandra
- XII. Calendar updates
- Celtic Night
 - confirmed for 1-8-20
 - free tickets raffle at the picnics
 - tickets are \$40 a piece
 - PTO Winter meeting
 - Tentatively set for 1-7 (date may change)
- XIII. Other



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- Sustainability working group (textile bins)(11 cents a pound paid to the school)
- Food Services Advisory Group (Mary Fitzgerald is Bigelow rep), Link to the lunch menu on Bigelow" website
- Safe Routes to School ([No-idling signs](#)) - we still need a volunteer to take over SRS
- Language on supply list letter. Instead of "It is important that every student **purchase** these materials before the first day of school." say "It is important that every student **HAVE** these materials before the first day of school."
- Urban Improv- 12-4. Activities re- microaggressions, anti-bias. 3 stations. Role play, etc.
- Restaurant Night- 11-26. Work in progress re- location.
- October 30th - Refugee activity - One School One Book - \$1200 form the PTO budget
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XIV. Next PTO board meeting: 10-4-19 Friday at 8:30 a.m. with Todd