



Annual PTO Meeting

June 2, 2020, 7pm

Google Meet: meet.google.com/efc-kefw-qxz

Attendance: Karen Markson (Co-President), Una Simmons (Co-President), Vicki Spetter (Secretary), Linda Gillespie (Treasurer), Joana Canedo (Vice-President), Karen Hite, Caryn Izhar, Gwen Hautefeuille, Megan Flynn, Gabriela Kroszynski, Herlen Alencar, Mark Doucette, Anna Furman, Christelle Naud Ravard, Giulia Guffanti, Peter Danis, Jonathan Lawrence, Todd Harrison (Principal)

Minutes

1. Welcome and Introduction -

- a. Karen Markson and Una Simmons gave introductory remarks
- b. The Role of the PTO was discussed (ie fundraising, community building, supporting the faculty and staff)
- c. The PTO appreciates the generosity of the community that helped raise over 11K for the school despite the cancellation of Big Night.
- d. Planning for next year was also discussed - while things are uncertain, we will still plan for social, community building and fundraising events.
- e. Una Simmons gave a beautiful oration reflecting on her 9 years on the Board of the PTO at Bigelow

2. Treasurer's Update

- a. Linda Gillespie, the PTO treasurer took us through the budget
- b. [Bigelow PTO FY20 \(2019-20\) Final Budget + FY21 Proposed Budget](#)
- c. She explained some of the things the PTO supported this year (Auditorium improvements, Chromebooks, CAS, Directory, shelving in cafeteria hall, Teachers' projects...)
 - She then went over the Proposed Budget for next year
 - Despite the unknowns re- fundraising next year, there is a good cushion (\$37k)
 - the budget was put to vote and ratified by the membership

3. Slate Presentation and Vote -



- a. Vicki Spetter, PTO secretary presented the slate of candidates
 - i. **Executive Board** (vote needed):
 1. **President** Karen Markson
 2. **Vice President**- Joana Canedo
 3. **Treasurer** – Linda Gillespie
 4. **Secretary**- Vicki Spetter
- b. The PTO Executive Board slate was approved by the membership (by unanimous vote).
- c. **Committee Chairs** (Appointed positions):
 1. **Directory** – Megan Flynn
 2. **Communications** – Gwen Hautefeuille
 3. **CAS** – Caryn Izhar
 4. **Big Night** – Cheryl Abramson and Alexia Giannakopoulos
 5. **Teacher Appreciation** – Susan St. Pierre
 6. **PoPS** - Krista Chavez
 7. **Ten Tables**- Gabriela K.
- d. The Committee chairs were approved (formally appointed)
- e. There are still openings & the board encourages the PTO members to volunteer and fill the openings.

4. Principal's Update -

- a. Principal Todd Harrison addressed the membership and discussed George Floyd's death, and the current unrest in the U.S.
 - i. He pointed to resources for students
 1. FORJ
 2. two affinity groups at Bigelow, one for boys and one for girls
 3. World issues and politics student-led club
 4. Teachers are providing extra office hours
 - ii. He discussed the impact of COVID on top of this
 - iii. The principal was asked about plans for next year in light of Covid.
 1. Nothing is certain yet and all schools in MA are waiting for specific guidelines from MA-DESE that should come out at the end of June. Some of the options might be:
 2. Hybrid Model: He said there might be a hybrid model in place with smaller groups of 10-12 children in class at a time wearing masks. While others are at home distance learning, and alternating. Movement would be restricted. No lunch in the cafeteria. Plastic panels in the office. No assemblies and no field trips.



3. School Remains Closed: if there is an increase of cases, school may be solely online.
4. If there is widespread testing, schools could open normally. Currently we don't have the ability to do widespread testing.

5. Annual Meeting Checklist

- a. Joana Canedo, the PTO Vice-President, reviewed the checklist (in the by-laws) and all requirements were met except that we only had 3 open meetings, where 4 are called for. This was due to Covid.
 - i. [PTO Board Annual Check List](#)

6. Open Agenda

- a. **Lockers:** the lockers have been cleaned out and the faculty and staff will be distributing the contents during the week of June 15th. Staff will be in the parking lot for drive by pick up. Details are forthcoming.