

Birch Meadow elementary School PTO  
General Meeting Minutes Thursday, November 16, 2017 6:30 pm  
Compiled by Jenn Zani

1) Julia Hendrix

(a) No AP this year: stipend position

(b) Therefore no school council

1. Items being cut (coats for kids, movie night run by PTO, etc.)

ii) School improvement plan

(a) Every school required is to submit one

(b) District goals (available on RPS district website)

(c) Focus areas under district goals

1. Student goal: close the gap – 80% of students 2 or more goals below the Fountas & Pinnell benchmark (October) will be at the month seven benchmark by June 2017.

i. 85 students between grades 1-5 below benchmark level

ii. To address goal use school literacy team – 3 teachers went to Lesley Literacy Learning center over the summer

iii. Principal meetings for training

iv. Increased data collection

v. Training staff on running records

vi. Data team meetings to review data

2. Professional practice goal: implement intervention blocks

i. To address goal grade levels meet 7 weeks

ii. Intervention blocks (common time) for each grade level

iii. No new material taught (inter. OR enrichment)

iv. For K classes, 1 in morning 1 in afternoon

v. Reg ed tutors assigned to grade levels as needed

3. Operations goal: Improve safety processes and procedures

i. School safety group

ii. Reworked fire drill plan

iii. Carry out drills on regular basis

2) Amy Field

i) Exceeded revenue expectation for Spooky Fun Fair

ii) Plan the budget to be net neutral

iii) Keep population informed if anything changes – no concern yet

3) Melissa Henri

i) Numbers listed are what we know so far and may not be accurately represented

ii) Includes visits from museums and different programs. Anything teachers would like to have to enrich learning

iii) Some still has blanks because planning but haven't been booked yet

- iv) Everything on list should be happening or have already happened
- v) Reviewed a few of the programs that have happened already with brief synopsis
- vi) Reviewed that all monies from enrichment comes from PTO
- vii) Celtics tickets available and about 20/81 sold so far
- 4) Dita Doherty
  - i) Budget is around \$50,000
  - ii) Direct donation so we don't do all of the fundraisers
  - iii) Use purple bin for clothing donations – those all go to school
  - iv) School use website to request a bag
  - v) New passive fundraiser is Coca-Cola
    - (a) Containers for box tops and the Coca-Cola
  - vi) Chipotle is this week – 50% goes back to PTO
  - vii) This year doing an adult fundraiser
  - viii) Push Shutterly, Stop & Shop and Amazon Smiles

5) Shannon Fratto

- i) Festival of trees
  - (a) Need to do quickly since no school council
  - (b) Doing a book tree and accepting books, gift cards and accessories
  - (c) Bins to donate in the hallways
    - 1. AnneMarie Ring
      - i. Working FOT
      - ii. Described the FOT
      - iii. Food from Bertuccis
      - iv. Middle school/High school choir
      - v. All money raised will go back into the schools
      - vi. Some years have had over 100 trees
      - vii. Lynna Williams has a tree to donate for this year
    - (d) Chair person needed for next year
      - i. Either school council chair person or FOT Chair
      - ii) Holiday baking will come out soon
      - iii) Also need a roller world chair
        - (a) Book roller world
        - (b) Send date
        - (c) Man door on date and collect ticket price (cash or check)
        - (d) See if there is a way to connect with extended day

6) Anne Marie Ring

- i) Katie Greer [klgreer.com](http://klgreer.com) – internet safety and waiting to get a phone (smart phone as well)
  - (a) Wait till 8<sup>th</sup> group pack to waiting on getting smart phones
  - (b) Possible to promote this a bit more (newsflash/general mtg?)
    - 1. Lynette Owens from Trend Micro possible to present
  - (c) Our children are mastering social media before they are mastering social skills

(d) Shannon is going to check with Lynette and Lynna will check with Katie to possibly present