

Bancroft PTO General Meeting Minutes

Tuesday, September 19, 2017

Bancroft School Media Center

PTO Board Attendees:

- Sara Wells
- Laura Rosi
- Jennifer Carr-Loveland
- Sandra Adourian
- Jennifer Colleran
- Amy Hamilton
- Jennifer O'Handley
- Melissa Nelson
- Rebecca Peterson
- Danielle Solari
- Amy Whitehead

Other Attendees:

- Principal, Michelle Costa
- Assistant Principal, Lauren King
- Teacher Representative, Tim Harkins
- Teacher Representative, Kristen Moriarty
- SPED Teacher, Vivian McNeeley
- ELL Teacher, Molly Swanson
- AHS Facility Study Committee, Annie Gilbert
- School Committee Representative, Shannon Scully
- Fall Social Committee, Valerie Jensen

Other Bancroft Parents: 10 representing K-5 (*names in PTO records*)

Sara called the meeting to order at 7:15pm and introduced herself as PTO President.

Upcoming Events

- Sara announced the **Student Directories** were done and will be distributed Wednesday. They generated \$2,700 in advertisements;
- **K-2 Movie Night** which used to be for Bancroft's boys each spring will be September 27 and open to all K-2 students; grades 3-5 will be held in the spring;
- **Learning Labs** begin October 30;

Bancroft Heritage Night

Molly Swanson and Vivian McNeeley gave a presentation about Bancroft Heritage Night to be held November 16, the same day as the Art Fair and Book Fair. The focus is on representing various countries to celebrate where everyone comes from. It's modeled after similar events held at High Plain and Wood Hill which had high turnouts. Families and grandparents are welcome. They would like to start small and grow it over time and they plan to do it every other year. Their next steps are to (1) set up committees and come up with a list of countries, (2) decide on a name, and (3) discuss food options including a talk with food services. A parent suggested asking the Girl Scout leaders for help since they work on World Day each year. Sara Wells offered the PTO's help including the use of SignUpGenius. The PTO's Community Awareness committee might be able to help as well.

Update of AHS Renovation Project

Annie Gilbert updated attendees on the Andover High School Facility Study Committee's progress. She explained the history of the building which was built in the 1960's and an addition which was completed in the 1990's. The needs for improvement address (1) overcrowding, (2) safety codes, (3) possibly relocating the Pre-K currently at Shawsheen, and (4) adapting to new learning styles. The renovations will be done in stages since the building is in use and there are approximately 1,800 students. The estimated time of completion is 2020 and the improvements are expected to last 20-30 years. The final phase will be voted on at the next town meeting. More information is available on the Andover Public Schools' website.

Introductions

Sara introduced the new Board.

Bancroft Bucks

Rebecca Peterson, Fundraising Chair, gave an overview of the current (and largest) fundraiser and why it's so important for the PTO and school. She explained the price of 13 tickets (\$100) amortized throughout the school year averages out to \$10/mo. Mr. Harkins suggested the PTO highlight this fact since it allows parents a new perspective on the cost vs return per student for the year. It might encourage more sales and donations.

Oktoberfest (formerly Fall Social)

Valerie Jensen, Fall Social committee member, announced the fundraiser will be held Saturday, October 14 at Palmers Restaurant & Tavern at 7pm and tickets are \$50/person. She listed some of the auction items including the very popular Teacher-For-the-Days and artwork created by each grade. Teachers are encouraged to attend and are invited as guests at no charge. They will receive personal invitations as suggested by Mr. Harkins and Mrs. Moriarty. Valerie asked everyone to help promote. Ms. Costa offered to advertise it in the weekly staff letter. In addition, she offered to include the one most important PTO news item each week throughout the school year.

Innovation Contest

Sara Wells suggested an idea to help make Bancroft better which is similar to a contest in her law firm. Contests will allow students, staff, and parents to come up with ideas and suggestions for what the school needs, not necessarily requiring money. Mr. Harkins said to make sure they are worded carefully to promote progress and encourage positive ideas and solutions rather than complaints; they should be productive. A parent said her company uses an online tool and it works well.

Hallway Murals

The PTO has agreed to pay for a mural in one hallway each year for six years. Amy Whitehead, Hospitality Co-Chair, gave an update and the next mural will be for first grade which is expected to be done over February vacation. In the meantime, the artist will submit drawings for approval. The remaining hallways will be painted out of order or at random (instead of 2nd grade next, then 3rd grade...) to ensure more than one group of students will benefit year to year.

Budget

Jenn Carr-Loveland, PTO treasurer, proposed the annual budget and provided handouts along with an overview. The Board took a vote and all attendees were in favor.

MakerStudio

Mr. Harkins would like volunteers in the Maker Space to help clean, organize, and oversee the room. This will also include managing the inventory of supplies. The schedule will be flexible and ideally 4 volunteers once a week who can work while the classroom is empty.

Cultural Arts

Rebecca Joyner, Cultural Arts committee member, would like volunteers at Cultural Arts events to greet guests and help performers. Volunteers should be available for more than one event to minimize the need for training and allow continuity.

Community Awareness

Jenn O'Handley, Community Awareness Chair, would like a liaison for each grade. Goals include (1) recognizing someone who is not feeling part of the community, (2) pairing families for school events, and (3) fostering more community. She is creating a job description for Ms. Costa to approve. Sara said of the 600+ Bancroft families 70 are new. Amy Whitehead, Hospitality Chair, will offer to pair them with a family.

Other

A parent asked about Community Theater (**Children's Stage Adventures**) and Mr. Harkins said it would be during the week of October 23-27 for grades 3-5 only. They will need parent volunteers.

Sara said the Student Directory includes a comprehensive **school activity calendar**.

Ms. Costa is going to meet with Student Council and then will provide a full list of **spirit days** for the entire school year.

Meeting adjourned around 8:45pm.

Bancroft PTO Board Votes

2017-2018 School Year

Summer 2017

Monday, June 19, 2017: Mr. Harkins requested a 3-D printer & supplies (\$2,297) and a storage system & Lego wall (\$1,057.25) for the Maker Studio from the PTO's discretionary funds.

Jennifer Carr-Loveland emailed the new Board to vote; 10 board members voted "yes".

Friday, July 21, 2017: Mrs. Modlish requested Responsive Classroom materials: teacher language training kit, \$695; book: What Every Teacher Needs to Know (series for grades K-5), \$95; pamphlets – one set of thirty for each grade level, link for kindergarten pamphlets (separate link for each grade level – \$18 x 6 grades), \$108.00; 2 books to prep for middle school (\$22.00ea), \$44.00; \$942 total.

Sara Wells emailed the Board to vote; 10 board members voted "yes".

Monday, July 31, 2017: Mr. Harkins requested 2 microphones (\$194.04) to be used for school assemblies and a digital camera (\$549) for the directory, blog, news and newspapers, etc..

Jennifer Carr-Loveland emailed the Board to vote; 10 board members voted "yes".

Tuesday, September 5, 2017: Ms. Costa requested lunch for the teachers the day before school starts (\$1,100).

Sara Wells emailed the Board to vote; 11 board members voted "yes".