



& Sciences

The Bay Academy for the Arts

Intermediate School 98

Maria Timo

Weekly Intercom February 14, 2014



1. **Egg Files-** The EGG files will be emailed to you on 2/24 and will be due back to Mrs. Dalton by 9:00am 3/6/14. This is non-negotiable so please adhere to the deadline date.
2. **Bulletin Boards-** Please update your BB's by the close of business Friday 2/28/14.
3. **PTA Meeting-** There will be a PTA meeting on Tuesday 2/25 at 6:30pm. This meeting will focus on attendance. Ms. Aguiar will be conducting this workshop so please support it by speaking to your students about ensuring their parents' attendance at

this important event.

4. **Parent Teacher Conferences-** The PTC's will be held on Thursday 2/27 from 12:30-2:40pm and 5:30-8:00pm. Please remember to start your conversations with something positive and allot three (3) minutes for each parent/guardian. If more time is needed, keep a log handy and have the parent jot down their contact information to be used for the next day. Also, use the interpretation services when necessary 718-752-7373 Ext 4. Although our online grading site is instrumental in keeping our parents informed about their child's progress, the PTC is a great opportunity to have meaningful discussions about our students. Please be respectful even when a parent is not and remember to simply call for assistance if needed. There is no reason to get into any confrontation with a parent. My expectation is that you control the situation and let the administration handle any difficult situations by politely reaching out for assistance.
5. **Respect for All-** Thank you for helping to make Respect for All a successful initiative. The students were very excited to be recognized.
6. **Superintendent's Visit-** Ms. DiMola will be visiting our school on Monday February 24, 2014 (yes the very day we return). She will spend time with me, visit classrooms, speak with teachers and students. Please be confident and brag about the wonderful work you do everyday.
7. **New Tenant-** Ms. DiMola will be moving into our building the week of February 24th. Please welcome her warmly and with open arms.
8. **Mid-Winter Recess-** Schools will be closed from Monday 2/17 to Friday 2/21. Enjoy this much needed time off.
9. **Much Appreciation-** Your kind emails, texts and words of thanks are very much appreciated. It's nice to be the recipient of your appreciation. I hope everyone enjoyed the Valentine's gift.



Valentines are made for special people like you.

Happy Valentine's Day!