

MINUTES OF THE BRIDGE PTA EXECUTIVE COMMITTEE MEETING

Held on August 24, 2010, 10:15 am at Justine Wirtanen's home, 37 Fairbanks Road, Lexington, MA

PTA Executive Committee Members Present:

Rebecca Reynolds Moore (Co-President), Justine Wirtanen (Co-President), Tricia Weisberg (Treasurer), Suzanne Lau (Secretary), Victoria Campos, Stephanie Mitzenmacher, Laura Schroeder.

PTA Executive Committee Members Absent: Guorong Zhu and Jean Sabatini

Also In Attendance:

Cathy Smith (Communications Committee Chair)

PROCEEDINGS

1. Welcome

Rebecca called the meeting to order at 10:15 am and welcomed the new PTA Executive Committee.

2. Overview of PTA Mission

Rebecca gave a brief overview of the mission of the PTA and its importance to the Bridge Community.

3. Communications

Rebecca reviewed the various methods that the PTA uses for communicating with parents of the Bridge community.

- Web Site/Calendar Announcements (Cathy Smith/Devjani Ray)
- Bridge to Home (Aimee Burstein) – ACTION: include a section on upcoming volunteer opportunities
- Front Foyer (Cathy Smith)
- Flyers/Backpacks
- ListServe (Jane Chang)
- Bridge02420 Yahoo Group (Jane Chang)

Rebecca presented Cathy Smith as the Communications Committee Chair.

MOTION to add Cathy Smith as a Vice President to the Bridge PTA Executive Committee, seconded and approved unanimously.

4. Board Meeting Dates

- a. Proposed and approved dates for PTA Meetings for 2010-2011 School year:
 - 1st Wednesday of the Month, 2-3pm, Conference Room 1, Bridge School
 - #1 August 24, Justine Wirtanen's, 10am-12pm
 - #2 September 1
 - #3 October 6

- #4 November 10* (Nov. 3rd is ½ day conferences)
- #5 December 1
- #6 January 5, 2011
- #7 February 2
- #8 March 2
- #9 April 13* (April 6th is ½ day conferences)
- #10 May 4
- #11 June 1

b. PTA Co-Presidents Meetings with Principal
3rd Wednesday of the Month, 2-3 pm, Principal's Office

c. Lexington PTA Presidents Meetings
3rd Wednesday of the Month, 9-11am School Admin Building

d. Proposed PTA Coffee Dates:
2nd Wednesday of the Month, 8:45-10:00 am, Bridge Library
Stephanie agreed to organize speakers and topics for the PTA coffees. Suggestions include Meg Collela, Dr. Ash, Transition to Clarke, Bridge Renovation.

- e. ACTION: Identify parents to attend regular meetings by the District on the proposed Bridge and Bowman School renovations

5. Budget Review & Approval (Tricia Weisberg)
Agreed to defer approval of the Budget until the next EC meeting. Tricia presented the proposed budget. EC reviewed budget and made adjustments. Added line item for Principal's Welcome Luncheon \$500.

ACTION: Investigate fundraising activities to replace gift-wrap fundraiser. Consider organizing separate fundraising efforts under a single committee and Chair.

ACTION: Rebecca will review rental charges and custodial fees associated with use of Bridge School facilities and premises for PTA after-school events.

6. Upcoming Events
- Teacher Luncheon/Photos, August 30, 11:30 (RM, JW, Jean Sabatini)
 - Promote Mini-grants and Teachers Purse reimbursements by the PTA
 - PTA Welcome Breakfast August 31st, 8:45-10:30 am (Jennifer Pawloski/Susan MacNamara)
 - Add sign ups for YES program, Valentine Mailbox
 - Open House/Classroom Visitation, September 15, 8:30-9am
 - Back to School/Curriculum Night, Sept. 23, 6-7:30pm
 - National Geographic Map/Pizza Night, Sept. 28, 5:30-7:30pm
 - PTA Coffees
 - School Pictures, Sept. 20 (Clare Sweeney)

7. MiniGrants Program (Guorong Zhu & Laura Schroeder)

Last year, proposals received in November, programs started in January.
ACTION: For 2011/2012, consider accepting MiniGrant proposals starting in June with a deadline at the end of September in an effort to award the MiniGrants earlier in the school year for maximum impact.

8. Enrollment – 517 as of 8/24/10

Meeting adjourned at 12:10 pm.

Next PTA Executive Committee Meeting: September 1, 2:00 pm at Conference Room 1, Bridge School

Minutes Submitted by PTA Secretary: Suzanne Lau