

## MINUTES OF THE BRIDGE PTA EXECUTIVE COMMITTEE MEETING

Held on November 10, 2010 at 1:35 pm at Conference Room 1, Bridge School, 55 Middleby 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, Guorong Zhu and Cathy Smith.

### PROCEEDINGS

#### 1. Welcome

Rebecca called the meeting to order at 1:35 pm.

#### 2. Minutes

The Minutes for the October 10, 2010 Bridge PTA Executive Committee Meeting were amended and unanimously approved. The Minutes for the October 13, 2010 Bridge General Membership Meeting held at the Parent Coffee Connection were approved. Minutes will be posted on the Bridge Website. In business between EC meetings, the Executive Committee unanimously voted to approve support for the five Bridge teams participating in the LEF Trivia Bee (on November 10, 2010) via a match of donations not to exceed \$375 dollars.

#### 3. PTA Bylaw Review

Justine summarized the status of the current Bylaws and the process to revise them. MOTION by Rebecca to form a Bylaw Amendment Committee consisting of Justine and Suzanne, was seconded and passed by unanimous vote. The EC will discuss the revised version of the Bylaws at the next meeting. Justine will prepare a list of the important changes for the EC. The final revised version of the Bylaws will be presented to the general membership at the December Parent Coffee Connection for approval.

#### 4. Treasurer's Review

Tricia reviewed the year-to-date numbers for 2010-2011.

- Membership is at 253. Total of dues, donations and directories is \$9,271 (compared to \$7,624 last year). We do have significantly more students and new staff this year.
- Spiritwear sales have an estimated net income of \$1,184 (compared to \$764 last year).
- Wagon Wheel fundraiser raised \$243 and the Soccer Ball Raffle on Map Night raised \$231.
- We received a check from Target for \$457 (probably from Bridge community purchases made last year).

- The Virtual Tea deadline was extended to November 12. Donations made at the time of Membership were quite high, and this is likely to affect the success of the Virtual Tea fundraiser.
- ACT/Walk for the Arts had 130 students walk and donations total around \$6500 currently.
- Teachers Purse has spent \$1643 so far, with 14 teachers participating.
- The Winter Soiree/Ball Fundraiser is scheduled for Friday, February 12, 2011 (Super Bowl Weekend).

#### 5. Acknowledgements

Tricia reviewed Thank You notes that have been received by the PTA for Wishing Well grants, Scholarships and Teacher's Purse. Principal Colella invited the PTA Co-Presidents to attend her faculty meeting this week and emphasized the important role of the PTA in the school. EC will also consider the best way to acknowledge donations to the PTA via Membership, Virtual Tea, ACT and other major fundraising events.

#### 6. Mini-Grant Program

##### a) Proposals

The mini-grant program has received 37 proposals for a total of \$10,565.50 (with one additional late proposal arriving today for a final count of 38). This total exceeds our budgeted amount for grants (\$5000). No further proposals will be accepted. The proposals were categorized as Literacy, Equipment/Furniture, Auditory, Anti-Bullying, ELL, Music, Playground, Technology and a few miscellaneous. A subset of the EC will meet with Victoria and Laura to review the proposals in detail and make recommendations for granting them. Consideration will be given to the distribution of grants amongst staff and the impact to the student body.

##### b) Next Steps

The EC will consider the list of recommendations at the next EC meeting on December 1, 2010 and vote to approve them.

#### 7. Parent Coffee Connection

There will be a December evening Parent Coffee Connection on the Bridge/Bowman renovation. Principal Colella needs to approve the date. Future Coffee connections will have themes of Anti-Bullying, Resiliency, Internet Safety and the Web, funding for the Bridge/Bowman renovation, and Volunteer Appreciation (June).

#### 8. Technology/ELMOS

The PTA continues to aid in furnishing ELMOS to the school.

#### 9. Playground Committee Update

Painting the existing and adding additional games to the blacktop area would be an excellent improvement to the playground. There are existing funds allocated in the PTA treasury to fund this work at this time. Equipment purchase for all classes is also under consideration. The Playground Committee (currently just the Chair) could benefit

from more members to help with the follow-up with the school and DPW on maintenance issues, as well as in implementing some of the proposed improvement projects.

#### 10. Bridge/Bowman Renovation

Two Bridge parents are on the town planning committee for the Bridge/Bowman renovation. Bridge parents are encouraged to attend School Committee and Town Meetings considering the Bridge/Bowman renovation in the upcoming year.

- November 30 – There will be a School Committee meeting about the renovation
- December 1 to December 10 – The proposal goes to the Selectmen and there will be various committee meetings
- March – April 2011 – Lexington Town Meeting
- May to June – Vote before the Town

Meeting adjourned at 3:00 pm.

Next Executive Committee Meeting Date: December 1, 2010 1:30-3:00 pm, Conference Room 1 at Bridge School.

Minutes Submitted by PTA Secretary: Suzanne Lau