

MINUTES OF THE BRIDGE PTA EXECUTIVE COMMITTEE MEETING

Held on December 7, 2011 at 1:00 pm 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), Laura Schroeder, Stephanie Mitzenmacher, Victoria Campos, Sue Kingsbury, Guorong Zhu and Cathy Smith.

Guests Present: Nimisha Asthagiri, Angela Chang and Lauren Witcomb

PROCEEDINGS

1. Welcome and Introductions

Rebecca called the meeting to order at 1:00 pm and warmly welcomed the invited guests. The guests and members of the EC introduced themselves.

2. Minutes for November 16, 2011 EC meeting were unanimously approved.

3. Budget Review

Tricia reviewed budget for 2011-2012.

- a) Income from Luminary Night of \$360 replaced the originally planned Barnes and Noble Fundraiser.
- b) Spiritgear expects to net about \$1K on \$3.7K in sales.
- c) ACT/Square 1 Fundraiser expects to net about \$4K on \$11K in sales. This achieves the ACT fundraising goal for this school year.
- d) 5th Grade activities received a donation of \$2K from Staples, resulting in a healthy balance of \$6K to fund 5th grade graduation activities, class gift, scholarships and a possible further contribution to reduce the camp cost to families. Refund of \$2K is expected for the PTA cash advance on the camp deposit.
- e) YES program has 20 students enrolled in each session.
- f) Teacher's purse – 15 teachers have requested reimbursements to date.
- g) Sally Foster wrapping paper will have a December 23 order deadline.

4. Mini-grants Update

- a) The finalized list of 20 mini-grant proposals was presented to the EC. This list has been reviewed by Principal Meg Colella.
- b) The EC reviewed in detail the proposals by Mr Bosbach for snowshoes (\$1.4K) and Ms Maguire for playground/recess equipment (\$727). Recall that the PTA purchased about \$700 in playground equipment (proposal by Mrs Gates) to share amongst all the classes last year and the EC is concerned about the recurring nature and short lifetime of this equipment. There is the possibility of requesting funding from LEF for the snowshoes, but the EC places a priority on using the snowshoes this winter (to facilitate further outdoor activities).
- c) The EC proposed funding Ms Maguire's request using cash funds allocated to the Playground Committee with the caveat of having the Bridge School staff implement a plan to keep track of playground equipment. The EC proposed funding Mr

Bosbach's request for snowshoes via a mini-grant, if funds cannot be obtained from LEF before the winter. Stephanie will investigate. MOTION by Stephanie to approve the finalized list of Mini-grant proposals with the changes and contingencies listed above. Seconded by Victoria, approved by unanimous vote.

5. Bridge/Bowman Renovation and 2012 Debt Exclusion Campaign Update
 - a) Town Meeting approved inclusion of the funding for the Bridge/Bowman Renovation on the ballot on January 24, 2012. If approved by voters, renovation work will start in April.
 - b) YesForOurSchools SPLASH date for putting out Lawn signs is Saturday, December 10.
 - c) YesForOurSchools has a goal of 1000 endorsers by January. Endorsers names will be included in a full page Minuteman advertisement.
 - d) Bridge PTA will have a Coffee/General Membership Meeting to vote to endorse the campaign on December 21.
 - e) Bridge PTA is hosting an information session on the BB Renovation and Vote , as well as voter registration, Coffee at Avalon Lexington Hills apartment complex on December 14.

6. Fundraising Update
 - a) Book fair is underway this week and going very well.
 - b) Spiritgear anticipates assembling orders on 12/20 at Suzanne's home.

7. Calendar/Upcoming Events
 - a) 12/8 Word Night for 2-5th Grades (12/1 K-1 Word Night was well-attended and very successful).
 - b) 12/9 Scholastic Book Fair ends
 - c) 12/9 3:15 pm Gift drive card making
 - d) 12/14 8:15 am Avalon Lexington Hills Coffee
 - e) 12/16 9:30 am Gift card Coffee
 - f) TBD January PTA Coffee Connection
 - g) 1/24 Town Election with Vote for Debt Exclusion
 - h) 2/10 Winter Fling
 - i) 3/9 International Festival
 - j) 3/30 5th Grade Shakespeare Play

8. ACT Update

Three acts have been booked including the Pumpernickel Puppets and Giles LaRoche.

9. Community Service Update

160 gifts have been collected (50 for moms and 110 for kids). Card making event is scheduled after school on Friday, December 9.

10. Lexington 300th Anniversary Celebration

The Town of Lexington will be celebrating their 300th Anniversary next school year (2012-2013). Each school will be participating. The Bridge PTA plans to form a new Committee in January to oversee the activities related to this event.

11. Gifts to Teachers

Current District policies allow individuals to give gifts to teachers of no more than \$50 per year, class gifts to teachers of no more than \$150 per year and unlimited gifts to the classroom.

12. Award

Bridge School received the Massachusetts Gold Level Award for Health and Wellness, including a \$500 cash award towards obtaining a pedometer and physical education and indoor recess games.

13. Picture Day for 2012

The Bridge Picture Day for next fall is scheduled on September 14, 2012.

Meeting adjourned at 2:45 pm.

Next Executive Committee Meeting Date: 1:00 – 2:45 pm on January 10, 2012, Tricia Weisberg's home, 69 Prospect Hill Road, Lexington MA.

Minutes Submitted by PTA Secretary: Suzanne Lau