

## MINUTES OF THE BRIDGE PTA EXECUTIVE COMMITTEE MEETING

Held on March 6, 2012 at 1:38 pm at Tricia Weisberg's home, 69 Prospect Hill 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

### PROCEEDINGS

#### 1. Welcome

Rebecca called the meeting to order at 1:08 pm.

#### 2. Budget Review

Tricia reviewed the budget for 2011-2012.

- a) Math Night spent \$170 (over budgeted \$70) in one-time transition costs from Stu to Angela.
- b) 5<sup>th</sup> Grade camp deposit has been returned to the PTA.
- c) Zumba night raised \$270 net for ACT.
- d) Teacher's purse still carrying a significant balance.
- e) ACT continues to schedule events.

#### 3. Amended minutes for February 7, 2012 Executive Committee meeting were unanimously approved.

#### 4. Nominating Committee Update

- a) Suzanne, Victoria and Sue were elected to serve on the PTA Nominating Committee at this morning's PTA Coffee.
- b) Current parents interested in joining the EC are Nimisha Asthagiri, Christie King and Lisa Dinsmore. Stephanie Mitzenmacher is agreeable to serving as Secretary. Two other candidates have been identified.
- c) The current EC has 10 members and we have 2 members leaving at the end of the school year. The remaining 8 members are interested in remaining on the EC (either continuing their current term of running for re-election). A maximum of 12 members is advisable.
- d) Next year the EC will need a Committee Chair Liaison to work directly with committee chairs on scheduling events and publicity.
- e) Cathy agreed to be the EC person to interface with Meg Colella and the Committee chairs to schedule dates for Bridge events off-site during the renovations.
- f) Nominating Committee will also assist in soliciting succession information from current Committee Chairs and filling vacant posts.
- g) PTA EC will schedule another General Membership meeting on April 10, 2012 to nominate candidates for the EC offices to be filled for next year. The nominating

committee will give 15 day notice of this meeting and the slate of officers to be presented to the general membership.

- h) A final General Membership meeting will be scheduled in June to elect the officers (according to PTA bylaws).

#### 5. Renovation Update

New windows were included in the bid for the renovations. Need to schedule a Communications meeting to organize the exchange of information about the status of the renovations.

#### 6. Fundraising Update

- a) Need to schedule a meeting to plan fundraising efforts for next year.
- b) Wilson Farms Day will be on March 21.
- c) Wishing Well is being publicized in B2H wishes are being granted.
- d) Spring Fling has become the Renovation Celebration and will include the sale of Spiritgear and a raffle or auction.

#### 7. Assistance for Bridge families in Crisis

PTA EC agreed to provide emergency assistance to families in crisis at Bridge on a case-by-case basis and the recommendation of the principal. This year, exceptionally the funds will be taken from the Scholarships/Field Trip Assistance budget item. Funds will be included in the budget next year under Scholarships/Field Trip/Other Assistance.

#### 8. Calendar/Upcoming Events

- 3/9 International Festival
- 3/15 Kindergarten Orientation at Harrington school 7-8 pm, Guorong will host a table for Bridge.
- 3/15 Family Science Night at Bridge
- 3/29 5<sup>th</sup> Grade Shakespeare Play, Dress Rehearsal, open to Bridge families and friends only.
- 3/30 5<sup>th</sup> Grade Shakespeare Play performance
- 3/31 LEF Celebrate to Educate at DeCordova Museum
- 4/4 Renovation Celebration at Bridge – community event with pizza, ice-cream bar and DJ
- 4/13 Special School Assembly
- TBD Teacher Appreciation breakfasts hosted by K – 2<sup>nd</sup> Grades, 3-5<sup>th</sup> Grades (May 8 is Teacher appreciation Day)
- 4/22 Earth Day, Celebration at 4/13 Assembly
- 6/6 – 6/8 5<sup>th</sup> Grade Overnight Camp field trip
- 6/9 5<sup>th</sup> Grade graduation Party at Clarke 5:00 – 7:00 pm
- 6/14 5<sup>th</sup> Grade Graduation Day, Ceremony and celebration (cake and refreshments).

#### 9. School Technology Needs

Referring to last February EC meeting, Bridge will provide the necessary projectors for the 4 ELMOs purchased by the PTA this year. PTA recommends working with Bridge to include a ceiling-mounted projector in the gym (installed as part of the renovation work).

## 10. Other Issues

- a) Staff Retirements – The PTA EC would like to make a special gesture to recognize the retirement of Marcia Cavatorta.
- b) Playground Committee – funded more playground equipment proposed by Erin Maguire. Many thanks for the additional 4-squares in the playground.
- c) ACT – continues to book events. Need to check on the status of the Mexican Fiesta.

Meeting adjourned at 3:03 pm.

Next Executive Committee Meeting Date: 1:00 – 2:45 pm on April 3, 2012 at Tricia Weisberg's home, 69 Prospect Hill Road, Lexington MA.

Minutes Submitted by PTA Secretary: Suzanne Lau