

PTO Executive Committee Meeting

August 21, 2019

Principal's Report

- Work on the Space, Safety and Accessibility work from bond issue is starting soon. From an accessibility perspective, the elevator construction will likely on back side of building. Bristol is the most complicated accessibility project in district due to us being a split level building for many floors. From a safety perspective, double vestibule entry way construction with two sets of doors and double-buzz entry will start this year.
- New Chrome books were purchased over the summer for some grades and with some of the older ones still in work order, it was nice to increase the ratio of them for some of the lower grades since the majority of the older ones were still in good working order.
- Bristol purchased a school-wide license for Seesaw using technology money so teachers can better communicate with parents. Half of Bristol teachers were already using Seesaw anyways, but now that we have the school wide program, it is much easier to set the class lists up and the program can follow kids from year to year and in various classes so you can look back on your child's work. Parents can also have one login to see multiple kids' work and it can serve as an electronic portfolio over the years. This year is somewhat on an adjustment period for teachers to get on board with Seesaw and next year everyone will be expected to use it.
- Mr. Senti is auditing and updating the emergency bags in every classroom in building. There were some things in the bag that were outdated or not helpful and he has found a vendor who will provide just the items were are missing. The teachers have done some Stop the Bleed training and will do more in October. The new kits will hopefully have supplies recommended by that course. Mr. Senti indicated he will use some of the money out of his principal discretionary fund to update these kits.
- The teachers' aides are getting new fanny packs to carry around all of their supplies a little easier.
- We are looking into different options for free after school programing on a variety of topics. One option is Club Hope through the Humane Society, which requires a three-hour training for volunteers and then they provide equipment and support for running the program in school. Discussion of ideas on reaching out to community about other types of free after-school activities parents might be interesting in running.
- Seats, chains and Bolts on Swings on Playground were in rough shape and replaced this summer. Mr. Senti requested reimbursement for this and this we approved in the amount of \$364.00 from the playground fund.

Teacher's Report

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- It would be good for us to send an email to the staff since there are several new member about how to request money from the PTO for field trips and offering some additional guidance on how to apply for BEST funds.

President's Report – Mason Allinger & Nicole Spiegel

- Lauren Roberts was elected to the position of Treasurer by the vote of the Bristol PTO Executive Committee.
- The first General PTO Meeting is September 5th at 7pm. The plan is to use the first meeting to introduce parents to what the PTO does, what we pay for an emphasis our “One & Done” Program. The plan is for various people to talk about their roles and what we do. We will not have another EC meeting before that general meeting.
- Jump Start Conferences are August 27th and 29th. Plan to get a backpack mail flyer out before that time about PTO & our fundraising efforts before parent's come in for conferences. Also plan on getting a blurb out to the teachers to pass along before conferences about PTO and our “One & Done” Program. By telling parents they can donate via cash, check, online or PayPal, hopefully will maximize the ways parents can donate. We all can take shifts at table for this.
- The plan this year will be to have the general PTO meeting the first Thursday of every month (except February) at 7:00 pm and the Executive Committee Meeting the third Thursday of the month at 7:30 in the library.
- Toolbox is almost ready to go – just getting everyone signed up and waiting for the district to dump information into the system.

1st Co-Vice Presidents' Reports

- Adelaide Lancaster & Rischa Johnson are willing to serve as co-chairs for the Equity Liaison position and notified for this position. This position was created a couple of years ago, but we need to amend the By-Laws to formally include it and its Mission statement.
- For Schnucks E-Scripts rewards, we need to make it clear to parents that they either can get individual rewards or rewards to Bristol.
- Send out something to get parents to sign up for Amazon Smile – Kate will put out something on that as it's simple.
- At this point, we have one Scholastic Book Fair set for the Fall. Students can go down before school and during conference, but not buy anything during the day itself, but make “Wish Lists.” The plan is to discuss doing a Spring Event with Novel Neighbor, perhaps seeing if they want to bring books from summer reading lists to the Black Top Ball this spring. Novel Neighbor apparently has a broader catalog and donates between 10% - 20% of sale for events like this.
- Almost all committee chair positions are filed from Welcome picnic – still need farewell breakfast and bubble bus. In the future, we need to consider all the committees and if they need separated, combined, etc.
- Dine to Donate Events at Layla & Firenze are on the table
- The Fall Festival is coming along well and there are some good ideas for it, including a Penny War between classrooms with some type of prize for who donates the most

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2nd Co-Vice Presidents' Report

- Run for Webster by the WGSDF is on October 19, 2019. It includes a 1 mile fun run, a 5K and a pancake breakfast and sounds like a lot of fun!

Treasurer/Auditor Report

- Lauren recommended we approve the proposed budget and it was voted on and approved by the executive committee.
- From a budget perspective, we are \$10,478 in the red this year. We have a buffer, so can cover this year, but can't continue to operate in the red in the long term. Some discussion about what could be cut and cutting a bigger expense, such as field trips, or trying to trim smaller amounts of various categories. We need to up our fundraising this year to avoid having to cut things.
- Best Fund Applications – Two Best Fund applications were approved from Dr. Wichard for an I-Pad Touch (\$150) and Justine Fields/Plessie Elliot for a 15-pack of Pedometers (\$445.50). For BEST fund applications in the future, we discussed the need to have cut of dates (perhaps one fall and one winter date) and more clear procedures in place for requesting these funds, answering questions about how these funds will be used, etc.
- Spirit Wear has been selling very well and has covered its costs to purchase to date, with a little profit. \$1200 is approved for the Spirit Wear Committee to purchase more items to sell, possibly hoodies for the fall.

Corresponding Secretary Report –

- Kate plans on actively promoting things on social media – if you give her your information, she can help you find great ways to push it out on Twitter, Instagram & Facebook.
- Discussion about improving PTO Website

Welcome Committee

Nothing to Report

Upcoming Dates

Jump Start Conference – August 27th & August 29th

September General PTO Meeting – September 5th @ 7 p.m.

September Executive Committee Meeting – September 19th @ 7:30 p.m.