

## Bristol PTO Executive Committee Minutes, 10/4/13

### Principal's Report *Nancy Zitzman*

- There seems to be another Bristol Elementary Webster Groves Facebook page. This has been passed along to Kathy Vespereney, as requested in district policy. After discussion, it was determined this is a Facebook "check-in" page, automatically generated. Because there are several photos posted here (people's private photos linked through the automatic generation of the check-in to the check-in Bristol site), Elyssa will look into the Facebook regulations regarding school institution sites and photo security. There may be no regulations, but we will research this.
- There were several names left out of the Buzz Book, even though people said they returned their participation forms. Therefore, an addendum will be sent home. This addendum will also include room parent lists and contact information for TAs. Maria Wetzel has some ideas to make the Buzz Book generation process easier, and we will invite her to a Spring meeting to discuss these ideas.
- Report on PTO meeting with the Board of Education: The Board would like a teacher representative. Teachers could take turns with this duty?
- Third grade student circulated a petition to plant a tree to replace a tree taken down on the playground when the new playground surface was installed. (That tree was actually dead.) We will honor her request. The Landscape Committee will help her with this.
- The Principal would like to send a group of teachers to the Kagan Cooperative learning 4 day workshop. She needs additional \$675 to let all teachers go. PTO can provide this.
- BEST Fund forms have run out. We will move to making copies of forms rather than generating the triplicate carbons. Elyssa will generate a new form.
- Bristol will have a new instructional chess club, beginning October 11.

### Presidents' Report *Wendy Zerega, Melissa McCartie*

- Set goals for remainder of the year: Exec members asked to think about year-long goals for the PTO and bring those to the table at the next meeting. Examples include adding teacher representative for the PTO, being more inclusive of all at meetings, etc.
- Updates to by-laws (position descriptions, term limits, process for nominating and electing new members) will occur soon. Review the by-laws and come to the next meeting with suggestions.
- BEST Fund requests: Kagan Workshops, bus for 3<sup>rd</sup> grade music field trip approved.
- Guest speaker and/or meeting topics for evening general meetings to include literacy program and math program at the school, possibly a speaker from the Churchill school.

### 1st Vice Presidents' Report *Holly Kunze, Jenn Brenner*

- Committee updates:
  - Lisa Harp for Health and Wellness: Committee is looking to provide lice prevention spray for each Bristol family (300 families). Lady Bugs company sold through Great Clips in WG can provide 20% off to Bristol families. We can generate a coupon for the Friday Feature. Fairy Tales company can provide 8oz bottles at cost of \$8.00 (normally \$12.95). PTO Board would like Lisa to ask Fairy Tales about providing a trial size bottle, and what that cost would be. We might send these home with each family just to make them aware of the product. If no trial size are available for purchase, PTO might purchase some of the 8oz bottles and offer them at a discount at tables at school events, again to make families aware of the product. Buddy Fitness Club is a club for 3<sup>rd</sup>-5<sup>th</sup> graders hosted by Mr. C and Mrs. Haggerty. The current session ends November 1, but

more sessions (6 weeks) are planned. Sessions are limited to 40 students. Club focuses on nutrition and workouts. They have guest instructors such as cross-fit and yoga, but some instructors are requesting a stipend. PTO board advised Lisa to seek a Foundation Grant for upcoming sessions, but will provide \$50 for the current session to secure a guest yoga instructor.

- Welcome Committee: Stephanie Simpson met with VPs. They'll generate a budget proposal for a welcome package for new students and incoming Kindergartners. This can be distributed during home visits. Stephanie needs more grade level volunteers to be "Buddy Families" to new families.
- Spirit Wear: Will have tables at conferences. Samples will be available at October PTO meeting. We need to order more magnets.
- Math and Science Night: We need more volunteers: Post this on Facebook.
- Yearbook is going well.
- Trivia Night: November 7<sup>th</sup> is the first planning meeting. Co-chairs needed.
- Box Top budget: Abby Barker wants to start a contest with the classrooms to do a contest to bring in more Box Tops. We will give her \$100 for pizza and popcorn party incentives. Also, we have someone to do Campbell Soup labels.

**2nd Vice Presidents' Report** *Kelly Ensor, Becky Hauser*

- BOE meeting report: none.
- WGSDF update: Ivory Crockett fun run is 8:30 October 19. Still need volunteers. All kids receive a medal. October 26-31 there is a Barnes and Noble book fair at both the Ladue (170/Ladue) and West county Center stores. This will contribute proceeds to our school libraries, who are currently sub-standard on their volume of books. WG ART/Sci is promoting.
- Kelly and Becky will coordinate splitting the duties of attendance at BOE and WGSDF meetings.

**Treasurers' Report** *Sherri Fowler, Anne Lamitola*

- Update on Fall Fundraising: \$13,250. 129 families contributing, 43% participation rate.
- Checking account holds \$62,000
- Clark school warned us that the first couple of years they did a direct donation campaign, it went great, but then the donations tapered off, so we might have to address that in upcoming years.

**Corresponding Secretary's Report** *Ellen Moriarty*

- Facebook page is being updated periodically. If board members have an informative article or something they want Ellen to put up, the principal doesn't necessarily have to view and approve it first, but send it around to the board first for informal approval.

**Social Coordinator and Community Liaison Report** *Matt Goben*

- Matt is coordinating with Llewellyn's Pub to let them know that we'll be holding a parents' social after the October 17 PTO General Meeting. Ellen will publicize this event via Facebook.

**Upcoming Dates to Remember:**

**10/9: Early Dismissal, 11:45am**

**10/15: Science and Math are Fun Night, 6:30pm**

**10/17: PTO General Meeting, 6:30pm and Parent Social at Llewellyn's following**

**10/24: 4<sup>th</sup> and 5<sup>th</sup> Grade Concert, 6:30pm and 7:30pm**

**10/31: Halloween Parade and Parties, 1:30pm**