

PTO Executive Board Meeting Minutes

February 2024

Tuesday, 2/13/2024, 7:30 PM- 8:45 PM

Zoom

Attendees: Bill Senti, Principal; Susan Krieg, Co-President; Julia Ringkamp, Co-President; Crystal Hoffmann, VP Community; Lauren Bruno, Treasurer; Kerri Goodson, Corresponding Secretary; Anna Sears, Director, DEI; Andrea Sullivan, Co-VP Events; Christi Rejent, Social Media Liaison; John Helmig, Teacher Liaison

Absent: Meg Holliday, Assistant Principal; Christy Curtis, Auditor; Andrea Taylor, VP Fundraising; Maren Mellem, VP Admin/Communication; Jackie Johanning, Co-VP Events

Principals: Bill Senti/Meg Holliday

- **Exterior Lighting:**
 - Met with engineers to have extra lighting installed out front and in staff parking areas

Teacher Liaison: John Helmig

- **Bristol Day at the Ballpark (5/18/24):**
 - Will be working on Give Smart site for baseball tickets
- **Field Trips:**
 - Prior to next board meeting, will reach out to all grade levels to determine plans for the remainder of the school year

President Report: Susan Krieg & Julia Ringkamp

- **January Meeting Minutes** reviewed and approved
- **Playground Update:**
 - Need School Board approval for any project over \$55,000. Will be added to the agenda for the next meeting (2/22/2024)
 - **Survey Feedback:** roughly 100 responses from staff, students and parents
 - Musical instruments and City Chatterry are not high priorities
 - Highest rated options include: Ten Spin and Gravity Diamond
 - Received feedback that basketball hoops are too high for younger students. Plan to install a lower option
 - **Tables:**
 - Planning to add tables to shaded benches in the back so students can draw
 - Considering adding umbrellas to tables out front now that large trees have been removed
 - Top future plan selection includes adding turf or grass in back
 - Reviewed updated drawings:
 - Added a picnic table by chess board (location of current gaga ball pit)
 - Changed out Camelback Climber and added parallel bars, a ball fun tunnel and tetherball
 - In need of more playground donations, however, will wait for response from Pam about the addition of an ADA ramp
 - Plan to resend Music Bingo playground video and ask for donations next month (March)
- **Spring General PTO Meeting:**
 - Possible topic: Internet Safety. Lauren Bruno to reach out to Hannah Bingaman

- Discussed if a meeting is needed due to low interest and attendance from parents at previous meetings (only 3 families total attended both playground forums)
 - Discussed reaching out to other PTOs to determine their attendance and topics offered
 - John suggested we could hold next meeting prior to Bristol Bravos concert (either 5/1 or 5/2) as a way to potentially increase attendance
 - Plan to make decision at next board meeting
- **Newsletter:**
 - Planning to distribute at the end of March
 - Will include fundraising thank-yous and playground updates
- **Executive Positions for next school year 2024-2025:**
 - Please begin thinking about if you wish to stay in your role or move to a different role
 - Per bylaws, all positions can be held for two years with the exception of Treasurer and Auditor, which can be held longer. All members can remain on the Board for a total of four years
- **District PTO Meeting Update**
 - We will be moving away from the Umbrella Organization to an independent non-profit organization. The Umbrella will cover us in the meantime. Will continue discussing sharing costs and resources across all schools

Treasurer: Lauren Bruno

- **Give Smart Balance:** plan to verify amount owed

VP Administration/Communications: Maren Mellem

- **Music Bingo Auction Baskets:**
 - Received positive feedback from room parents.
 - Concerned we may not be profiting from baskets. For example, Kindergarten spent \$600, but received a final bid of \$300
 - Discussed capping basket monetary donations at \$200. Any excess donations would go directly to fundraising

VP Events: Andrea Sullivan and Jackie Johanning

- **Blacktop Ball (5/2/24):** Bill to reach out to secure security/police officers for event
- **Artfest/ Bookswap:** Dates to be sent in Group Me next week

VP Community: Crystal Hoffmann

- **Beautification Committee:** No updates
- **Welcome Committee:** No updates
- **Staff Appreciation Committee:**
 - Met on 1/31/24 and discussed plans for the remaining year:
 - Coffee and food truck will be at Bristol on 2/26 (late start day)
 - Dessert food truck potentially scheduled for April
 - Qdoba dinner has been ordered for conferences
 - **Teacher Appreciation Week (5/6-5/10):**
 - Will provide a breakfast and a lunch
 - Have gift cards for teachers, but would also like to include another item, possibly Bristol cookies from Vanilla Sugar
 - Would like assistance from room parents for other activities including:
 - Asking caregivers to send videos of their kid(s) expressing why they love Bristol, the teachers or other staff members. Will then consolidate videos into one for all staff to view. Looking for assistance with editing

- Asking caregivers to have kids write a note or draw a picture for teachers and staff
- Asking for decorations such as banners

VP Fundraising: Andrea Taylor

- **Music Bingo:**
 - Successful event. Estimating \$64,000 raised but need to remove fees. Raised \$8000 for Fund a Cause
 - Looking into new venue for next year
 - Sign Up Parties are still open
- **Dine Out Night:** April

Auditor: Christy Curtis

- No updates

Corresponding Secretary: Kerri Goodson

- No updates

Social Media Liaison: Christi Rejent

- Thank you notes sent

Diversity and Inclusion Representative: Anna Sears

- **Bristol Equity (BE) Parents:**
 - Met on 2/5 to discuss inclusion statement for PTO planned events, finalize vision and purpose, edit equity and inclusion checklist recommendations for PTO events and to provide feedback on Bristol Spotlight Survey. Discussed adding inclusion questions to Progressive Dinner & Sign Up Parties (asking in advance if any dietary, mobility or socioeconomic accommodations are needed)
 - Next meeting: 5/1 from 6:30-8:00 PM at Webster Groves Library Meeting Room. Kids can join and read/play quietly
- **PTO Equity in Action Committee** (District wide):
 - Next meeting: 4/22 from 5:30-7:00 PM at Webster Groves Service Center
- **Fall Bristol Spotlight Event:**
 - Danielle Petersen leading with Events Committee
 - Plan to send survey to gauge interest and participation from Bristol families
- Currently gathering information across schools for the WGSD Foundation for need based funding for extracurriculars such as Chess Club with the hope of expanding to other activities

Future Executive Board PTO Meetings:

- March 12, 2024
- April 9, 2024
- May 14, 2024

Meeting minutes submitted by Kerri Goodson, Corresponding Secretary, 3.7.2024