

# PTO Executive Board Meeting Minutes

## March 2024

Tuesday, 3/12/2024, 7:30 PM- 9:15 PM

Zoom

**Attendees:** Meg Holliday, Assistant Principal; Susan Krieg, Co-President; Julia Ringkamp, Co-President; Crystal Hoffmann, VP Community; Lauren Bruno, Treasurer; Andrea Taylor, VP Fundraising; Kerri Goodson, Corresponding Secretary; Anna Sears, Director, DEI; John Helmig, Teacher Liaison; Christy Curtis, Auditor; Jackie Johanning, Co-VP Events

**Absent:** Bill Senti, Principal; Maren Mellem, VP Admin/Communication; Andrea Sullivan, Co-VP Events; Christi Rejent, Social Media Liaison

### **Principals: Bill Senti/Meg Holliday**

- **Café Mural:** Fast Signs currently printing
  - Cost \$2999 which includes installation. (Installation to occur by end of April 2024). 2022-2023's Fund a Cause raised \$5485 towards café mural and cafeteria sound panels. Need to determine cost of sound panels to see how much remains for mural

### **Teacher Liaison: John Helmig**

- **Bristol Day at the Ballpark (5/18/24):**
  - Tickets go on sale 3/25/24, information included in this week's bulletin
- **Classroom Parties:**
  - Discussed teachers and staff having access to parent attendance sheet in Membership Toolkit
- **Trivia Winners** list for teachers will be submitted tomorrow, 3/13/24
- **Book Fair Funds:**
  - Anne Link would like to know amount available from the Book Fair to purchase library books
  - It was determined that Anne has been providing books and resources to all classrooms in addition to the Library and should receive total sum earned from this year's fair

### **President Report: Susan Krieg & Julia Ringkamp**

- **February Meeting Minutes** reviewed and approved
- **Playground Update:**
  - Bristol PTO Executive Board voted and approved the final renderings and budget for up to \$150,000 for new playground equipment and surfacing
  - Susan Krieg and Katy Nieman presenting to the Board of Education on Thursday, 3/14. This is required for any purchases over \$55,000
  - Ringkamp Construction LLC will complete demo of existing playground and surface tiles with a cost savings of \$9,500
  - Jordan Phoenix has updated the video from Auction & Music Bingo. Will send out soon asking for more donations
  - Pam Frasier, CFO, may have funds available to use towards ADA items in collaboration with Prop S
  - Estimating an early August installation, with 2-3 weeks for completion. Goal to have project completed prior to start of the new school year 2024-25

- **Spring General PTO Meeting:**
  - Undecided if a meeting is needed due to low interest and attendance from parents at previous meetings (only 3 families total attended both playground forums)
  - Lauren Bruno to research spring meeting presenters (Hixson resource officers and Webster Police Department) for internet safety topic
  - Discussed offering rolling sessions during Fall and Spring conferences next year to increase attendance and be mindful of parents' time
- **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:**
  - Per bylaws, all positions can be held for two terms, except for Treasurer, Auditor, and Director of Diversity, Equity and Inclusion which can be held for five terms. All members can remain on the Board for a total of four terms, except for Treasurer, Auditor, and Director of Diversity, Equity and Inclusion (five terms)
  - Vacant Positions: Co-President
- **City 2 Game:** Next Fall 2024
  - Agreed to offer this fundraising event again. Funds earned this year were utilized for pizza at Fall event. Seats offered are general admission, however, will suggest families meet in designated sections

#### **Treasurer: Lauren Bruno**

- **Budget:**
  - Will be presenting draft of next year's budget at April board meeting. Budget to be finalized at May meeting
  - Please discuss budget requirements with your committees and let Lauren know if any changes are needed. If requesting an increase, please provide reasoning

#### **VP Administration/Communications: Maren Mellem**

- No updates

#### **VP Events: Andrea Sullivan and Jackie Johanning**

- **ArtFest/ Book Swap:** (4/17/24) 4:30-6:30 PM in Gymnasium
- **MAPP Testing Ice Cream Truck:** Tentatively scheduled for 4/26 at 1PM
  - Last year, truck rented for 1.5 hours. Each grade level went out for 10 minutes
- **Blacktop Ball (5/2/24):**
  - Discussed providing food from The Lion's Club (Andrea Taylor to get contact information) and offering several food trucks: Farm Truck (Bristol family owned), Kona Shaved Ice, Rock n Roll truck (owned by Crystal Hoffman's brother)
  - We have leftover popcorn from Fall Event
- **Stuffed Animal Sleepover:** Tentatively Fall 2024, \$5 donation/student

#### **VP Community: Crystal Hoffmann**

- **Staff Appreciation Committee: Teacher Appreciation Week (5/6-5/10):**
  - Maren emailed room parents to send Amazon Wishlist link to parents for teacher lounge
- **Beautification Committee:**
  - District needs to complete more building maintenance, therefore no large projects at this time. Will be adding a rock garden with Spring planters
- **Welcome Committee:** No updates

### **VP Fundraising: Andrea Taylor**

- **Music Bingo:**
  - Roughly \$61,000 raised from Bingo night
  - Committee looking into new venue for next year
  - Sign Up Parties are still open: Room parents to send out reminders
  - Need a chair or co-chairs for next year
    - Current committee is motivated to secure date and venue for next year, but more help will be needed
- **Dine Out Night:**
  - Tuesday, 4/2 at The Parkmoor
- **Supply Toolbox Kits**
  - Teachers currently looking through supply lists
  - Discussed utilizing a different supplier for next school year. Need to determine if we are under contract. Meg to reach out to other principals to see what supplier they use
  - Currently, we do not have a PTO representative leading, need to decide if that is needed in the future

### **Auditor: Christy Curtis**

- No updates

### **Corresponding Secretary: Kerri Goodson**

- No updates

### **Social Media Liaison: Christi Rejent**

- No updates

### **Diversity and Inclusion Representative: Anna Sears**

- All are encouraged to sign up for the district mailing list which informs parents of upcoming and proposed legislation and are encouraged to attend one of the upcoming information sessions (4/5 or 5/10 at 8-9 AM at the District Service Center located at 3232 S. Brentwood Blvd)
- **Upcoming meetings:**
  - Equity In Action Committee: 4/22 from 5:30-7:00 PM at Webster Groves Service Center
  - BE (Bristol Equity) Parents: 5/1 from 6:30-8:00 PM at Webster Groves Library Meeting Room. Kids can join and read/play quietly
- **Fall 2024 Culture Event: “Spotlight Bristol”**
  - Danielle Petersen leading with Events Committee
  - Plan to send questionnaire this Spring to gauge interest and participation from Bristol families for planning purposes

### **Future Executive Board PTO Meetings:**

- April 9, 2024
- May 14, 2024

*Meeting minutes submitted by Kerri Goodson, Corresponding Secretary, 3.13.2024*