

**Ravensworth Elementary School**  
**PTA Meeting**  
**Final Minutes**  
**December 6, 2011 – 7:00 p.m.**

**Noted PTA Attendees**

*Anita Bhatnagar*  
*Katherine Craig*  
*Michelle Mueller*

*Erin Coelho*  
*Maria Dastur*  
*Pam O'Connor*

*Kim Cox*  
*Twila Lytle*  
*Michelle Schofield*

*\*\*Executive Committee Members are denoted in italics*

**Introduction**

The December PTA General Membership meeting was held at the Ravensworth Elementary School cafeteria. M. Mueller called the meeting to order and reviewed the meeting agenda.

**PTA Efforts**

M. Mueller discussed the accomplishments of the PTA. To date 242 members have joined the PTA. She discussed how the PTA is enhancing communication, improving the PTA newsletter by offering versions in both English and Spanish, and sending Weekly Updates to all PTA members. The PTA is also supporting Spanish Immersion by providing FLEX (Foreign Language Experience) program and homework support resources. M. Mueller also reviewed additional efforts (i.e., volunteer spot, child care during meetings, the very popular Spirit Wear this year, reaching out to SACC, separating PTA Board meetings and general membership meetings).

**Highlights from PTA Board Meeting**

M. Mueller reviewed the decisions made at the November PTA Board Meeting. The PTA will work with a new company next year for the Book Fair. The new company will be Bookworm Central, no longer Scholastics. The PTA bought tables for the Band Room since the FLEX program will be held in this room after school. Another Parents Night Out will be held December 16<sup>th</sup>. This event is a service to parents and is not viewed as a money-generating event. In an effort to increase parent attendance, the next PTA general membership meeting will be held February 7<sup>th</sup> at 9:00 a.m. This meeting will be less formal and more of an opportunity for parents to get together and talk.

M. Mueller then discussed volunteer opportunities (i.e., events planned for the year that need volunteers to head them). These included Book Fair Committee, Movie Night, Spirit Nights, and Girls on the Run coach.

## **Bullying**

Todd Austin, the school counselor, discussed bullying and how to prevent bullying amongst kids. He defined bullying as **hurtful** behavior toward an individual that can be **physical, social, or verbal or nonverbal** that is **intentional** and occurs over time. T. Austin reviewed the different forms of bullying. He teaches kids to be responsive to bullying behavior by being assertive, but not aggressive. He encourages kids to take a stand, to say “Please STOP”. If the situation is escalating, he encourages kids to walk away, take a moment to calm down so they can respond appropriately. He also encourages kids to ask for help so that the problem does not perpetuate. It is important for kids to realize that this is not tattling.

T. Austin then discussed how kids could be a responsible bystander. He teaches kids to not stand by if they witness bullying. He teaches kids to be a friend to the victim, to not laugh at hurtful behavior, to report bullying, and to say, “Please stop”. He then presented examples of conflict and showed the group books he uses in his lessons. T. Austin’s presentation on Bullying can be found on his 24/7 website along with suggested books on this topic.

T. Austin answered questions from parents.

Meeting adjourned at 8:00 p.m.