

Briarwood Elementary



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FINAL MINUTES

Briarwood Elementary PTS 2.6.5
General Meeting
Monday, February 12, 2018
Briarwood Elementary Library

Call to Order

President Nicole Morgan called meeting to order at 6:30 pm. Attendance sheet is attached. **Quorum Present.**

President's Report – Nicole Morgan

There are still open Council positions if anyone is interested. The open positions are Membership, Advocacy, and co-Reflections chair.

Please be sure to vote for the three renewal levies. Tonight is the last opportunity to turn in your ballots.

Lunch for the Break is 200 boxes short of their 450 box goal for the February break. Kristen Slocum will be packing the boxes from Briarwood tonight or tomorrow for delivery on Wednesday, February 14th.

The District will be hiring about 200 new employees for the 2018/2019 school year. Three elementary schools will be getting a Vice Principal.

The next Dining for Kids event will be on Wednesday, March 7th at Ohana.

Nominating Committee – Nicole Morgan

A Nominating Committee needs to be elected.

MOTION (by Erin Thacker) I move that we elect Alison Larsson, Kristen Slocum and Jasmine Brothers to the Nominating Committee. Seconded by Megan Raak. No further discussion; vote; **Motion passes.**

Secretary – Nicole Morgan

Minutes will be filed with errors corrected. Correspondence was read from the Lions Club thanking Briarwood PTA for the donation of books.

Treasurer's Report – Alison Larsson

January 2018 Treasurer's Report was given. Account Balances as of 01/31/2018: Checking \$30,344.22; Savings \$15,056.67.

The mid-year Financial Review took place on February 1st, and most was in good order. There are three recommendations:

1. Standing Rules should be amended to include a procedure for password controls;
2. Receipts need to be written when cash is received; and
3. All contracts need to be signed by two elected officers. There is a Legal Documents binder in the PTA Office, and all completed contracts should be filed in the binder.

Upon further review, Kelsey Smith will not be purchasing the *Versatiles* with the grant money approved in January. The approved amount of \$172.35 will be left in the Grants line item.

Alison asked that all chairs email her their petty cash needs for events one week in advance. Alison can fill out the paperwork with amounts and quantities for chairpersons to sign when she delivers the petty cash.

Vice President Reports

Fundraising – Jasmine Brothers

McTeacher Night is scheduled for Friday, March 23rd from 5:00 to 8:00pm. A sign-up sheet will be posted after mid-winter break.

Cookie dough flyers are scheduled to go home on March 22nd. Orders will be accepted till April 5th or 6th, with delivery on Thursday, May 3rd. The representative we had last year has changed companies. It was decided we would use the same representative since she was very helpful, and the products will remain the same.

Jasmine is looking into other school supply vendors since Apperson will not be offering class packs this year. School specialists will talk to classroom teachers about adding additional Kleenex and Clorox wipes to the general class list as specialist classrooms are often in need of these items.

Communications – Nicole Morgan for Jen Catherall

No report.

Programs – Nicole Morgan for Kathleen Baillie and Nataliya Khan

The next Staff Lunch will be on Thursday, March 15th. The Sign-up Genius will be sent out after mid-winter break, and the theme is International Foods.

450 yearbooks have been sold to date. We have contracted for 550, which is how many were sold last year. If we don't reach this goal, we will need to delete eight pages. So far 42 Love Lines have been purchased. The deadline for yearbook and Love Line purchases is Thursday, March 1st. Spring picture day will be March 22nd and 23rd. Class pictures will be done in the gym, and we are trying to secure Room 169 for all Club photos.

Art – Nicole Morgan for Tira Will

No report.

Family Events – Kristi Isaacs

Kristi thanked Kristen Slocum for chairing Multi-Cultural Night. There wasn't a large turnout, but everyone who attended was engaged. It was suggested that Briarwood PTA and staff host a multi-cultural week next year with a big family event at the end of the week.

Missoula chairs Katrina Rockey and Adrienne Baker are trying to move the Friday evening Missoula performance to Liberty High School. Tickets will be sold for \$8 instead of \$5 to offset the additional costs. The Friday afternoon performance will be held at Briarwood since Liberty's Theatre cannot accommodate all Briarwood students.

Kristi has reached out to the Science Tech teachers to see if one of their parents would be willing to chair the Science Fair.

Membership – Michelle Splaver

We currently have 560 members which is 101% of our Membership goal, and have achieved the Platinum WSPTA Award for exceeding last year's membership by 20%. Michelle is currently working on ideas for our spring membership campaign.

Golden Acorn Awards – Erin Thacker

The nomination forms for Golden Acorn, Outstanding Advocate and Outstanding Educator are now on the PTA website. Nominations will be accepted until March 1st and recipients will be announced at the March 19th PTA General Meeting.

Issaquah Schools Foundation – Danielle Gardner

No report.

F.A.C.E – Kristen Slocum

Focus Day was on Monday, January 29th. Kristen was the only representative from Briarwood. Issaquah representation was low. There are links on the WSPTA website to postcards that parents and students can send to their local legislators and senators. Kristen will work on a piece for the website/newsletter with these links.

Kindergarten Orientation went well. Mr. Thatcher took parents on a tour of the school, and there was a lot of positive feedback regarding the tour. Kindergarten assessments will take place in March.

Outreach – Michelle Splaver and Kristen Slocum

The Issaquah Food and Clothing Bank has asked if we would be interested in participating in the *Power Packs* program. The Food Bank would contact Ms. Martin, the school counselor to determine how many Power Packs would be needed at Briarwood. Kristen or Michelle would pick up a bag of food from the Food Bank and deliver it to Ms. Martin, who would deliver it to the students in need.

Staff Report – Reanne Nakapaahu and Kelsey Smith

Reanne and Kelsey will post the McTeacher Night sign-up sheet after mid-winter break. They will make sure all staff members know the time of their shift and the spot they have signed up for.

When we host an evening event, we need to remind Bear Club and let them know when and where we will be setting up.

Beth Mohr has given Kristi Isaacs guidelines for how the stage needs to be left after a PTA event. Kristi has left these procedures in the PTA Office.

Principal Report – Steve Thatcher

Briarwood is one of the elementary schools that will be receiving a Vice Principal position. Megan Ames cannot apply for this position, so the hiring process will begin soon.

At this time, we do not anticipate an increase or decrease in the number of classrooms for the 2018/2019 school year.

Kindergarten Orientation was a successful evening. Between 60 and 70 families were in attendance. To date, 63 enrollment packets have been handed out, and registration has already started.

New parking drop off, pick-up and parking lot procedures will be implemented after mid-winter break. Some of the changes include better signage, para educator and safety patrol on the curb during pick-up, and earlier student entry. A write up and video will be completed by the end of the week.

New Business –

Megan Raak asked if a decision had been made regarding the Back to School BBQ. Will we continue serving hotdogs, or will we switch to an ice cream social. Costs of doing an ice cream social are about the same as the BBQ; however, fewer volunteers would be needed, and we wouldn't have to worry about finding a grill, which was problematic this year. Megan will reach out to other vendors besides Schwann for costs so the Board can make a final decision.

Meeting adjourned: 8:47 pm

Submitted by:

Erin Thacker
Secretary, Briarwood Elementary PTA 2.6.5