



Issaquah School District  
Local Unit 2.6.5

# Briarwood Elementary PTA

MINUTES  
General Meeting  
Monday, Nov. 18, 2013  
Briarwood Library  
FINAL COPY

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**Call to Order:** President Karin Manning called the meeting to order at 6:35pm. Attendance sheet is attached. **Quorum present.**

### **Issaquah Education Association- Stephanie Mayo**

- Teachers are concerned about increased workload and have formed an Elementary Workload Committee. On Dec. 12, 2013 the committee will be presenting their concerns to the Issaquah School District. This event will be held at Issaquah High School from 4:30-5:15pm. IEA is requesting that community members come to support teachers as they present. This is a bargaining year, so IEA wants the district to know what the teachers feel they need in order to be successful. The Elementary Workload Committee has identified the following three areas as being of the greatest concern: Assessment, Curriculum, and High Needs Students.

### **Grants**

- **Kim Hall- PE: Requesting a grant to fund Fitness Calendar rewards.** Every time a student fills out a fitness calendar, they receive a congratulatory note, their name on a poster, and a plastic bear paw. Students who earn all 8 paws get a medal at the End of Year Assembly. This program has been running for 8 years, and is popular with the students. The number of participants has increased every year, and last year 502 paw awards were given. The PE school budget can not fund this program because it needs to be used to purchase new and replacement equipment, especially now since there is a new preschool program. The grant request is for a total of \$622.50, which will cover the cost of purchasing 3000 paws and 100 medals. These quantities will support the program for 2-3 years.  
**MOTION (by Alison Larson) I move to amend the amount of Mrs. Hall's grant from \$622.50 to \$422.50 with the understanding that she will put her stipend toward the program.** Seconded by Erin Thacker; discussion.
- **MOTION (by Leslie Kahler) I move to amend the dollar amount of the grant to the full amount of \$622.50.** Seconded by Tanya Platt; discussion; vote; **Motion passes.**
- **Meghan Converse and Jennifer Mitchell: Requesting a grant to fund the Go Green Team.** The Go Green Team is a club for 3rd-5th graders, and there are currently 43 students who have signed up. The club will be working to help Briarwood achieve Level 2 status in the Go Green Schools Program, which is a district initiative. The club will do various gardening activities, including planting pumpkin seeds in May to support K, 2, and 4th grade curriculum. They will also make recycled paper. Bear Club has offered to help with maintenance/watering over the summer. The original grant request was for \$483.65, but after feedback from the board, the amount was adjusted to not include a T-shirt subsidy for participants. The new grant request is for \$201.65, to be used to purchase garden tools, shovels, gloves, seeds, and other gardening supplies. They applied for a King County grant, but were denied because it was specific to waste reduction. There is no district funding, even though it is a district initiative for all schools to conserve energy and reduce waste.  
**MOTION (by Laila Collins) I move that we approve the Go Green Grant for \$201.65.** Seconded by Tracy Kennedy; no further discussion; vote; **Motion passes.**

- **Jennifer Mitchell- Dean of Students: Requesting a grant to fund Random Acts of Kindness (RAK) Program.** RAK is a new program that will recognize kids who are doing the right thing on a daily basis. Students will receive tickets when a staff member or bus driver wants to recognize them for a RAK. Students will write their names on their tickets and deposit them into RAK buckets that will be in each classroom. The buckets will be emptied on Fridays, and an automated message will be sent home to parents to acknowledge the good deed of their student. Tickets can be given out according to the staff or bus driver's discretion. Every other week there will be lunchtime drawings of 2-3 RAK ticket recipients to receive a prize. Mrs. Mitchell has already procured some free prizes, including McDonalds and Castle Ice coupons. She would like to purchase other prizes to be given away; possible ideas are rubber bracelets, magnets, T-shirts, but she is open to other suggestions. The Dean of Students position has no PTA stipend and there is no building money to fund this type of program. Mrs. Mitchell will research prize options and costs, and will return with a specific request for funds. She has enough supplies and rewards to run the program until the next PTA General Meeting. **In order for the PTA to approve a grant request, specific dollar figures are needed. The PTA is interested in supporting this program, but decided as a group to postpone a decision on this grant until the next General Meeting in January.**

#### **Staff Report- Kelsey Smith**

- Students can use computer lab time to log their RAH minutes, but parents will still need to log in and approve the minutes on the Briarwood PTA website.
- Math At Home: It was suggested that teachers print out the number of minutes students used ixl, but those reports don't separate what's done at school vs. what's done at home, therefore the reports would not be useful for tracking MAH minutes.
- Atomic Learning is a collection of online tutorials for software programs, and they are now available for parents in ISD. Usernames and Passwords will be sent out to parents so that they can access it.

#### **Principal's Report- Jennifer Mitchell**

- Staffing update: 3 new EA's have been hired, and 2 more EA positions still need to be filled for preschool. These positions are for 2.5 hours a day, 4 days a week.
- Common Core State Standards: There are 2 parent info nights coming up- Nov. 21 and Dec. 4 at 7pm at ISD Administration Building. These new standards are very specific, and clearly focused. Many states have adopted these standards so that there is consistency nationwide.
- Title I Curriculum night is Nov. 19 at 6pm. Daycare and refreshments will be provided.
- Report cards will be sent home Wednesday, Nov. 27.
- Conferences will be Dec. 4th and 5th. Sibling conferences and conferences requiring interpreters were scheduled first. Next year scheduling will be done via Skyward.
- There will be teacher training for the new writing curriculum in January and March.

#### **President's Report- Karin Manning**

- Upcoming Parent Ed class: Legal Marijuana and Teens. Class information and dates are on the Issaquah PTSA Council website.
- There will be a Special Needs meeting for parents on Dec. 9 in the Briarwood library.
- All in for Kids Campaign: \$412,400 was raised; the goal was \$440,000
- Caring Through Sharing program has started. There is a tree in the school's entryway where the donated gifts can be dropped off.

#### **Secretary's Report- Diane Oberg**

- Minutes from the Board Meeting on July 22, 2013 were presented and approved as written.

### **Treasurer's Report- Alison Larsson**

- Current Balances: Checking \$51,160.12 Savings \$15,042.73
- Jog-a-thon: \$1602.53 in additional funds came in this month, but we're still waiting for about \$3000 in matches. \$787.77 was spent on gift card prizes.

### **VP Reports**

- Fundraising, Tracy Kennedy
  - Cookie dough sales totaled \$16,847. Our 40% profit was approximately \$6720, well over our projected budget of \$4800. Students sold 1052 items, and 151 kids participated. Delivery will be on Dec. 6th. Orders of 1 or 2 items will go home on the bus, and parents will need to pick up larger orders after school. Help is needed to pull and organize items for the larger pick up orders.
- Volunteers, Laila Collins
  - Volunteers Inspire Praise (VIP): Volunteers were recognized for their service. Five names were drawn for gift card prizes. This month's winners were Seung Park, Leslie Kahler, Loan Chen, Lovinia Hardin, and Karin Manning.
- Programs, Hollie Archibald
  - Scholastic Book Fair has been set up and will run through the end of the week. We're still in need of volunteers. If students raise \$100 for All For Books, the student council will wrap Mr. Terry up as a mummy.
  - The student directory should be out before Thanksgiving. It will be the same format as last year; can't fit email addresses.
  - Staff appreciation luncheon is tomorrow, and there are now enough volunteers.
  - Spirit Sales have wrapped up for the year. The last order will be delivered by early December.
- Family Events, Leslie Kahler for Louisa Pardo
  - Variety show: Close to 50 kids have signed up, but it is still unclear how many acts there will be. An adult backstage helper is needed.
  - Pizza Bingo is Friday, Nov. 29. Online pizza orders are due at midnight on Nov. 18.
  - Missoula Children's Theatre is still in need of host families.

### **New Business**

- A Nominating Committee needs to be elected.
  - President Karin Manning outlined WSPTA *Uniform Bylaws* Article 5, Section 5 and asked for nominations. The job of the Nominating Committee will be to touch base with all on the Board to see if they plan to return next year, and to look for interested new candidates. Every position is technically open, and any position except for treasurer can be occupied by two people.

**MOTION (by Leslie Kahler) I make a motion to nominate Maria Bassett, Tracy Kennedy, and Laila Collins for the Nominating Committee.** Seconded by Tanya Platt; no further discussion; vote; **Motion passes.**

**Adjourn:** Meeting adjourned at 8:30pm

**Next Meeting:** Monday, December 16. Board Meeting, off-site

Submitted by:

Diane Oberg  
Secretary, Briarwood Elementary PTA 2.6.5