



Issaquah School District  
Local Unit 2.6.5

## Briarwood Elementary PTA

MINUTES  
General Meeting  
Monday, March 17, 2014  
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.**

**Grants- Exergen Temporal Artery Thermometer for Health Room, Jerri Shinn, RN & Liz Ellis**

- The current health room thermometer doesn't accurately measure temperatures. They've been using plastic thermometers that are easy to break and difficult to use with the younger children. There is a student with serious febrile seizures who needs to have accurate temperature readings. The total grant amount is for \$445.49 to purchase this medical grade thermometer through KCDA. It was suggested that PTA or staff reach out to the thermometer's manufacturer to see if they can send us a free one. Sharon Kellerman said that she can ask her medical rep. if they can donate one. It was also mentioned that we can ask Swedish Hospital about a possible donation.

**MOTION (by Leslie Kahler) I make a motion that we put the grant on hold while we look into options to get the thermometer donated.** Seconded by Darla Vaughan; no further discussion; vote; **Motion Passes**

**2014-2015 Board Elections**

- The Slate of Candidates: President- Karin Manning; Secretary- Diane Oberg; Treasurer- Alison Larsson; VP of Communications- Maria Bassett; VP of Fundraising- Rebekkah Leibowitz; VP of Family Nights- Laila Collins; Co-VP's of Programs- Hollie Archibald and Erin Thacker; VP of Volunteers- Louisa Pardo.
- The vote will be held at the General Meeting on April 21, 2014.

**Golden Acorn/Outstanding Advocate Awards- Sharon Mendoza & Katie Bruel**

- There were some amazing volunteers nominated. A rubric was used to help determine the winners.
  - Maria Basset-VP of Communications. She redesigned our website during the summer, and manages the website, Facebook, Eblasts, and newsletter. She's co-chair for RAH, is on the Nominating Committee, and volunteers in her son's classroom.
  - Karin Manning- Co-VP of programs last year and PTA President this year. She's on the Site Council, Levy Committee, and volunteers extensively throughout the school.
  - Leslie Kahler- Honorary Lifetime Membership Award. Leslie has contributed significantly to our PTA over the past 10 years. She has held multiple board and chair positions, and has been very involved in the elementary, middle, and high school PTAs. This is the highest honor our PTA can bestow.
- The awards reception is on March 25th from 7-9pm at Swedish Hospital.

**President's Report, Karin Manning**

- We received the 100% Teacher Membership Award from WSPTA. We are currently at 72% General Membership. We've been entered into a drawing for \$1000 from the National PTA for enrolling 14 members in 2014.
- Council Report- Teacher contract negotiations and the proposed closure of Tiger Mountain were discussed.

- To conserve resources, Karin will email the agenda, financials, and minutes to regular attendees prior to future PTA meetings. She will also have hard copies of these documents to display on the document camera.

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

- Minutes from the General Meeting on January 27, 2014 were presented and approved as written.
- Correspondence was read: Thank you notes were received from Leslie Smith for the approval of her Reading Buddy Book Conversion Grant, and from Kim Hall for the staff luncheon.

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

- Current Balances: Checking \$37,247.58 Savings \$16,505.97
- 60% of Jog-a-thon matches have come in.
- A Budget Committee needs to be formed. It is open to everyone, but Board Members are especially encouraged to participate. So far, Erin Thacker, Laila Collins, Karin Manning, Rebekkah Leibowitz, and Alison Larsson have volunteered. The budget needs to be approved at the last General Meeting, which will be taking place on April 21, 2014.

#### **VP Reports:**

- Fundraising, Tracy Kennedy
  - Lynda Maybury- McTeacher's night posters are up. Volunteer schedule is coming along. Kelsey Smith will be sending out an email tomorrow to see if some teachers are willing to be reassigned so that the most important shifts are covered.
- Communications, Maria Bassett
  - Upcoming newsletter submissions are due on April 2nd because of Spring Break.
- Programs, Erin Thacker
  - Tomorrow is the Staff Appreciation Luncheon; still in need of volunteers.
- Volunteers Inspire Praise- Leslie Kahler
  - Sharon Mendoza and Regan Wong for helping with Young Author's Day; Tracy Kennedy for Family Movie Night; Leslie Kaher, Lisa Carlisle, and Renee Emerson for their work on Missoula Children's Theatre; Linda Mayberry and Dana Young for the McTeacher's Night posters
  - Drawing Winners- Dana Young, Regan Wong, Lisa Carlisle, Renee Emerson, and Tracy Kennedy

#### **Chair Reports:**

- ISF, Rebekkah Leibowitz- First Annual ISF Breakfast will be on May 14th at Eastridge Church. Molly Shen will be the speaker. The Nourish Every Mind Luncheon will be on May 8 at ICC from 11-1pm. Briarwood PTA would like to fill 2 tables this year. Sign up sheets were distributed.
- VIS, Paul Dutton- Focus Day was on Feb 4th, but attendance was a bit less than in previous years. All three of the ISD levies passed. A recently formed group of parents from Skyline HS is concerned about homework consuming too much time. They're having a meeting this Thursday night.
- Science Fair, Vidya- Drafts for the website, newsletter, and flyers are being finalized. The kick-off assembly will be Friday, March 21st, and the Pacific Science Center is coming to present. The Science Fair will be on April 24th, with an online registration deadline of April 1st. There will be a button design contest again this year, and entries are due on April 7th.
- BAM, Karen Nelson- Bellevue Art Museum traveling program will begin on Monday the 24th. Karen is still in need of some volunteers to lead individual class sessions.
- Carnival, Louisa Pardo- We now have 7 additional volunteers for the Carnival Committee.
- Yearbook, Darla Vaughan- Sales are low. Love lines orders are due by April 1st. Darla will be accepting pictures until mid-April.

- Buy One, Get One Book Fair is coming up in May. Scholastic Dollars need to be spent before they expire (worth approx \$800). Katie and Renee are looking for volunteers to help determine how that money will be spent.

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

- Briarwood Staff wrote a thank you to the PTA for supporting the Young Author Conference. Fourth graders are writing Thank You's to Derek Munson.
- Kindergarten teachers wrote a thank you to the PTA for approving their grant for C & D leveled readers. They also received an ISF grant for A & B leveled readers. ISF and PTA will be invited to come read these new books with the kids.
- If we would like teachers to get out news of PTA sponsored events, send Kelsey an email with the announcement that she can copy and paste for teachers to include in their newsletters.

#### **Principal's Report- Drew Terry**

- Thank you to the PTA for their support of Missoula Children's Theatre. Participation was high: 112 kids tried out, 59 received a role (including 4 student directors). Since our school is growing so fast, perhaps we can consider doing 2 Missoula productions a year so that more kids have an opportunity to participate.
- Fourth and fifth grade teachers will work with writing expert, Matt Glover, tomorrow and Wednesday. They will watch him teach a lesson to one of the classes, and will then debrief the lesson and have time for planning. He will return next week to work with teachers from other schools, but will still use our fourth and fifth grade classes to demonstrate his lessons. He is doing a presentation for parents tomorrow evening at the ISD Administration building.
- Jennifer Mitchell has the new school website up and running.
- Meg Kauffman and Ruth Cerna had their ISF grant approved for the ASAP/ELL Intervention and Enrichment program
- Briarwood's Sci-Tech info night for incoming 4th graders was last night; 2 more info nights are upcoming at the other Sci-Tech schools in the district.
- Kindergarten enrollment is currently at 71 students. A lottery was conducted for one full day class, and there is a wait list for a second full day class. It is expected that there will be 4 class sections.
- Cougar Ridge and Sunset principals are retiring. The Director of Special Ed and the Director of Personnel are also retiring.

#### **New Business:**

- There is a Youth in Arts grant available through Allied Arts of Renton.
- Parking lot- There are concerns about safety and people not following the pick-up/drop-off rules. A through lane and a drop off lane will be clearly marked in an effort to get drivers to follow proper procedures. Yield to busses signs will also be going up.

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

**Next Meeting:** Monday, April 21, 2014. General Meeting in the Briarwood Library

Submitted by:

Diane Oberg  
Secretary, Briarwood Elementary PTA 2.6.5

