



Issaquah School District
Local Unit 2.6.5

Briarwood Elementary PTA

MINUTES
General Meeting
Monday, Sept. 16, 2013
Briarwood Library
FINAL COPY

Call to Order:

President Karin Manning called the meeting to order at 6:40 pm. Attendance sheet attached. **Quorum present.**

Guest Speakers for Volunteers for Issaquah Schools (VIS): Ron Thiele, Superintendent and Anne Moore, Issaquah School Board

- Three levies will be presented to voters on the February 2014 ballot.
 - Renewal Maintenance and Operations (M&O) Levy: supports classroom learning
 - Renewal School Bus Levy: Health, safety, and efficiency
 - Renewal Capital Levy: Classroom technology and critical repairs.
- District strives for a stable tax rate. If all levies are passed, owners of a \$500,000 home will pay an additional \$40/year in taxes.
- Levies are presented to voters every 4 years, and require a simple majority to pass.
- Low levels of state funding are offset by our levies, PTA, and ISF
- PTA or individuals can endorse levies.

MOTION (by Laila Collins) "I move that we endorse the 3 levies on the 2014 ISD levy campaign."
Seconded Beth Donahoe; no further discussion; vote; **Motion passes**

Guest Speaker, Rebekkah Leibowitz, Issaquah Schools Foundation (ISF)

- All in for Kids is ISF's first major fundraiser of the year. Goal is to raise over \$400,000.
- Briarwood is second largest recipient of ISF funds.
- Oct 11, 'Honk and Wave' to get the word out. Nov 12 & 14, high school students will call for donations. Those who donate online before Oct 28 will get their name in Issaquah Press and won't receive a phone call.

President's Report, Karin Manning

- Welcome to new parents, and introduction of new Board Members
 - Karin Manning- President; VP Communications- Maria Bassett; VP Fundraising- Tracy Kennedy; VP Programs- Erin Thacker and Hollie Archibald; VP Family Events- Louisa Pardo; Treasurer- Alison Larsson; Secretary- Diane Oberg; Board Members at Large- Laila Collins, Renee Emerson, Roneida Griffith, Leslie Kahler
- 2013-2014 Event Calendar was distributed
- Briarwood PTA Mission and Goals were distributed (See attached agenda)

Motion (by Leslie Kahler) "I move that we approve the Mission and Goals as written." Seconded by Roneida Griffith; no further discussion; vote; **Motion passes**

- Briarwood PTA Standing Rules were distributed (See attached)

MOTION (by Laila Collins) "I move that we approve the Standing Rules with the addition of 33."
Seconded by Tanya Platt; no further discussion; vote; **Motion passes**

Secretary's Report, Diane Oberg

- Minutes from the General Meeting on May 20, 2013 were presented and approved as written.

Treasurer's Report, Alison Larsson

- The 2013 Financial Year began on July 1, 2013
- Current Balances: Checking \$14,352.13 Savings \$15,041.73 Total \$29,393.86

- The amount budgeted for teacher stipends was increased because of new preschool and increased staff, and \$250 was added to Staff Appreciation budget. This money came out of Grants.
- Currently there is a budget of \$8507.51 left in Grants
- Kelsey Smith, Staff Representative, requested a line item to support a Young Authors Assembly.
 - Jennifer Mitchell, Dean of Students will organize this program. She is trying to schedule Derek Munson, the author of *Enemy Pie*, to come to Briarwood in the spring.
 - The Young Author's Assembly/Workshop will last for an entire day, and all students will benefit.
 - Anticipated cost is \$1700. Money would come out of Grants.

MOTION (by Jen Davis Hayes) "I make a motion to fund the line item for \$1700 from Grants."

Seconded by Leslie Kahler; no further discussion; vote; **Motion passes**

- With the new line item approved, Grants now has a balance of \$6807.51

MOTION (by Laila Collins) "I make a motion that we approve the budget with the proposed changes." Seconded by Erin Thacker; no further discussion; vote; **Motion passes**

- Financial review occurred on July 19, 2013. There were no issues.

VP Reports

- Fundraising, Tracy Kennedy
 - Jogathon- Seung Park, Chair. Students will jog on the sand field for 15 minutes between 9-2:30. Each class has a 30 minute window to allow for travel time and a water break. Staff can sign up for the times that work best for them. Jogathon proceeds go to the General Fund. This year all money will be counted on Jogathon Day, Sept. 27th, and that is also the deadline to turn in money in order to qualify for prizes.
 - Otis Spunkmeyer Fundraiser runs Oct 18- Nov 1. Product delivery on Dec 6.
 - eScrip is a passive fundraiser. By registering your Safeway Club Card at www.escrip.com a percentage of the money you spend at Safeway gets returned to Briarwood. You must sign up by Nov. 1. In July, Briarwood earned \$472 through this program.
- Communications, Maria Bassett
 - There have been some changes to website, and Briarwood added a Facebook page. The Board is in the process of trying to determine best frequency of communication. The website is constantly updated, so check back often. Submission deadline to Mrs. Potts for E-News is Monday.
 - Read at Home Program (RAH) parent letter will be sent home at the end of Sept. Participation has been down with the online only submission of minutes read. Reminders will be added to student podcasts at the end of each month. Minutes can be entered online daily, or all at once at the end of the month. Prizes will be books, and 2 bikes will be raffled off at the end of the year. One expensive book a month will be raffled off to a student in grades 3-5. Most books are purchased from Goodwill, and some are purchased with Scholastic points.
- Programs, Hollie Archibald and Erin Thacker
 - Spirit sales, first order cutoff has occurred. The second order cutoff will be Oct. 25, and that will be the last sale this fall. All items are shown on the website.
 - Math at Home Program, chaired by Loan Chen, will begin in November.
- Family Events, Louisa Pardo
 - The Back to School BBQ and Kindergarten Tea and Tissue events were huge successes.
 - We're still in need of Carnival Committee volunteers, a Science Fair chair, and a Field Day chair. Interested volunteers can sign up on the website.
 - The first family night of the year is Pumpkin Carving on Oct. 25. There will be a wicked cookie contest and a decorated cupcake contest. Prizes will be given, and the entries will be eaten by those attending.
 - Variety Show on Dec. 13. Students need to come to auditions on Dec. 2 with a fully prepared act. There will only be one rehearsal and one dress rehearsal before the show.
 - Missoula Children's Theater returns to Briarwood on March 3-7
- Membership, Laila Collins
 - Currently we have 243 PTA members, which is 47% participation; goal is 100%. PTA members will receive a directory and window cling. The printed directory gets paid for by corporate sponsorships. It may be possible to have an online directory; must be a website user to be included,

and a PTA member to be able to view the directory. Currently we use student information provided by the school so that the directory is more inclusive.

Staff Report, Kelsey Smith

- Jennifer Mitchell, Dean of Students is doing all the scheduling for the stage and MPR. No events can be scheduled on Mondays or Tuesdays from 1-3 and all day Thursday due to conflicts with music and PE classes.
- Veterans Day Assembly- Mrs. Mitchell needs emailed pictures of veterans by Oct. 26th.

Principal's Report, Drew Terry

- School year is off to a great start; 91% attendance at BBQ
- Currently at 519 students, not counting the preschool. When preschool starts, the student total will be closer to 600. This is a big jump from last year when we ended with 473 students. As a result, a 5th grade and a 1st grade have been added, and there are now 65 staff members.
- Because of these increased numbers, the school is in overload. Some PE classes are being taught in the cafeteria by Diane Bankson. Extra music classes being taught on the stage by Karen Sunmark, from Maywood Middle School.
- Preschool portables will be cleared for occupancy on Wed. Sept. 18th. Students will start on Sept 30. The lower parking lot will double as a bus zone for the preschool.
- Curriculum- There is a brand new writing program this year. Teacher need to teach portions of the curriculum this year, and all of it next year. We're currently in year 2 of the reading curriculum. Math curriculum is being adjusted to better align to standards.
- PTA provided \$8500 to general school support: Title I, Special Ed, supervision, etc.
- There had been an increase in allocation for Title I funding. Briarwood now had 2 full time Title I teachers: Stephanie Mayo will provide reading instruction, and Rachel Patty will provide math instruction. Ms. Mayo offered to teach an early morning class, and Ms. Patty will teach one after school, to prevent loss of class time for participating students. Transportation will be provided. Because Title I is a federally funded program, two data points are needed to determine which students will participate.

New business: None

Adjourn: Meeting adjourned at 8:30 pm

Next Meeting: Monday, October 21, in the Briarwood Library

Submitted by:

Diane Oberg
Secretary, Briarwood Elementary PTA 2.6.5