

Briarlake Elementary School  
PTA General Membership Meeting Minutes  
Meeting Date: August 22, 2017  
Meeting Time: 6:00 pm

**PTA Officers 2017-2018**

Co-Presidents	Emily Graybill Jennifer Petrich
Co-Vice Presidents of Fundraising	Amanda Holt Anjevon Smith
Co-Vice Presidents of Programs	Angela Barnett Erica Bland
Treasurer	Alexandra Schubert
Assistant Treasurer	Lakshmi Amara
Co-Secretaries	Melissa Perlman Katie Tankersley
Parliamentarian	Debbie Martin-Gerstle

Call to Order: 6:04pm (Emily Graybill)

In Attendance: 27 attendees

Katie Tankersley	Amy Kirsch
Amber Blanchard	Karen Hutchison
Linda Coil	Liberty Garcia
Kevin Ward	Ansley Smith
Melissa Perlman	Teresa Benner
Emily Graybill	Lakshmi Amara
Jennifer Petrich	Erica Bland
Alexandra Shubert	Debbie Martin-Gerstle
Angela Toro	Anjevon Smith
Lisa Rozzelle	Amanda Holt
Gina Deets-McLaugh	Angela Barnett
Anna Schechter	Justine Lyons
Angelique Butler	Charles Butler
Paul Grant	

Introductions (Emily Graybill)

Round of introductions

Presentation of May Minutes (Emily Graybill)

1<sup>st</sup> - Angela Barnett

2<sup>nd</sup> - Anna Schechter

All in favor - Everyone

Opposed - None

May minutes approved

### Presentation of Treasurer's Report (Emily Graybill)

Emily is happy to review each line item and what was spent if you have questions - contact her.

Proposed expenses from 2016/2017 (last year's budget) - actual spent and the difference between actual and proposed budget

Ideally we start the year with at least half the money we expect to use that year. Our budget is ~ \$60k so we aim to have \$20-\$30k at the beginning of the year. Last year we started the year with \$10k more in the beginning of the year than what we needed. That's why you'll see some areas with over-spending and some areas with under-spending. Budget approval meeting will be at beginning of STEM night in September.

Last year's overage of \$11k isn't overspending but due to the beginning balance being over the goal.

Question/discussion around fall book fair - actual balance ~\$200 while proposed balance was \$2k. We should watch that.

**ACTION:** Go into Fall Book Fair budget to see why the proposed balance was set at \$2k.

### Calendar (Emily Graybill)

You'll get a calendar this Friday or next Friday in your child's Friday folders.

Liberty updated the BriarlakePTA.org website calendar (through January) so you can sync your Google calendar with the school's calendar. Any updates made to the school calendar will sync and update with your calendar.

Promoted upcoming events on calendar.

CALL OUT: Love Out Loud Campus Workday in partnership with Briarlake Church - Saturday, August 26<sup>th</sup>

Question about having curriculum night sooner in the year. Natasha Stansfield, Vice-Principal explained that the first few days are in transition since some students are still trickling in. Recommend holding it when it's scheduled.

#### Room Parent Welcome / Openings / Handbook (Emily)

Room parent manuals handed out to room parents.

Recognized room parents for the role they play.

Reviewed tips for room parents and upcoming events.

#### Open House Recap (Anjevon / Emily / Justine / Jen & Team)

We tried something new this year with "Fast Pass" process - group agreed that it went well.

Recognition to Anjevon and Justine for all their work plus all the volunteers who made it happen.

#### Ice Cream Social Recap (Angela / Erica)

Positive feedback from families - recognition for successful night.

#### Curriculum Night Preview (Emily)

Ms. Lewis will do overview of the year in Principal forum at the beginning of the night. Two segments for families to go to classrooms - 30 minute segments with breaks in between. Three of the specials teachers will be there each night.

Childcare available through Ms. Harantine.

#### STEM Night Preview (Debbie)

STEM night is September 12<sup>th</sup>.

Planning brief overview of STEM - what it is, why we do it, how it looks in the classroom.

Meet three main partners: Briarlake forest, Carlos Museum and High Museum and hear about what we're planning with them. Events and volunteer activities available with these partners.

Engineering project for Pre-k through 2<sup>nd</sup> grade and 3<sup>rd</sup> through 5<sup>th</sup> grade.

Question around aquaponics table that's going unused. Debbie is going to look into it and see what's happening with it.

### Beaver Boost Updates (Anjevon / Amanda)

Raised \$11,925

Membership toolkit was phenomenal for the boost.

Class incentives are coming to promote more boost donations.  
Parent gifts are coming for \$150 level donations (Dec/Jan).  
Those who donated at \$300 will be entered raffle for Nintendo switch.

Idea to use membership toolkit data to promote joining the PTA.

### Facebook Updates (Melissa / Katie)

Review of starting private Facebook Group to prevent privacy concerns over children's photos.

The group agreed that a private Facebook group would be a good idea. The intent of the group is to promote the children's successes. Any complaints for the school should be directed to the school, complaints about PTA should be directed to PTA, etc. and not shared on Facebook group.

### Campus Workday / Love out loud Workday (Emily)

We will do a sign-up genius for the campus workday so we have enough volunteers. The church wanted a distribution of sign-ups for specific tasks but the school doesn't need the task-specific sign-up.

### Carpool / Left Turn Updates (Emily / Jen / Linda)

Carpool has been particularly difficult this year. Flyers were distributed at open house and flyer going home soon.

Cones setup in the AM - some pushback but it's safer.

Another issue is traffic backing up exiting carpool line because no one on Lavista is letting us into traffic. We need a police officer on Lavista to let us into traffic.

Proposing a "safe routes to school" audit through the county to tell us how our traffic patterns are.

Points / Gifted Pull-in (School Council Co-Chairs / PTA Co-Presidents)

Opened floor for questions. No questions/discussion.

Adjourn Business Meeting: (Debbie)

1<sup>st</sup> - Amber Blanchard

2<sup>nd</sup> - Melissa Perlman

All in favor - Everyone

Opposed - None