

Brooks Museum Magnet Elementary School
PTA Board Meeting
September 8, 2011
6:30 pm

Anne Scott called the meeting to order and welcomed everyone.

- The meeting began with Anne reading the PTA Vision, PTA Mission and the Conflict of Interest Policy.
- Request for everyone on the board to read the Code of Ethics and sign. Please place signed form in Lisa Adams' mailbox.
- A requirement as a tax-exempt organization is to have three (3) programs to every one (1) fundraiser. Our current agenda includes 58 programs and 12 fundraisers. We are well within our parameters of having 3 programs for every 1 fundraiser.

Principal's Report – Felicia Locklear

- As of the 10th day of school, 600 students are enrolled at Brooks.
- 4th grade has the largest class sizes. There are 30 children in each class. The WCPSS does not have a maximum for the number of kids which can be in 4th or 5th grade.
- 1st grade classes all have 23 children and one class has 24. Funding is in place to hire another teacher for an additional first grade class. This will be a need if more children enroll at Brooks as 1st graders. 3-4 children will be pulled from each existing 1st grade class to create a new class consisting of 17 children.
- Kindergarten has 21-22 children per class.
- Parents must drive carpool according to the flow pattern in the school handbook.

Treasurer's Report – Tara Fisher

- We carried \$11,453 forward from the 2010-2011 school year.
- Total income since July 1 is \$717. That will grow as our fundraising efforts get under way.
- Total expenses are \$4,451 with a net income of minus \$4,307.
- Total cash on hand is \$17,147.
- Everyone is encouraged to attend the PTA meeting on September 15, 2011 as we will need to re-vote on the 2011-2012 budget.

Standing Committee Reports:

Hospitality – Stephanie Tepper

- Between 50-75 people participated in the Tissue Tea.
- The Fall Picnic is October 6th.
- Beautification Day is October 15th.

Programs – Pam Maher

- The School Store and Book Stop will be opened the last week of September.
- Book Stop will be open on Tuesdays and Thursdays.
- School Store will be open on Wednesdays and Fridays.
- Hours are 8:45-9:15am.

- All Book Stop instructions are located in an accordion folder on the top shelf.
- Book Stop volunteers needed for Tuesday mornings.
- Book Stop book donations should be age appropriate for grades K-5th.
- Donated books do not need to be in pristine condition, they must have all pages.
- No Chick-Fil-A books or board books.
- Beginning reader books are great.
- School store – t-shirts and magnets with the school logo will be sold. Baseball hats will also be sold, but they should not be worn to school.
- Cultural Arts – all grants have been submitted.
- Writer in Residence for 5th grade will be Michael Beadle.

Reflections – Jessica Knight

- All children can participate in Reflections.
- A flier will be in the September 19th Monday folder. It will contain all of the pertinent information.
- The deadline for submissions is in November.
- The theme is Diversity.

Public Relations and Publicity – Tracy Pilson

- The first Artifacts will be sent home in October in Monday folders.
- September 21st is the deadline for Artifact submissions.
- Please enter your information for the directory online.
- Send Brooks Facebook page feedback to Mary Ellen Mayzo.
- The cost to families for yearbooks will be \$17 per yearbook.
- Please take lots of pictures for the yearbook.
- When submitting yearbook pictures, identify the class and children in the pictures.

Volunteers – Spencer Daniel

- Thank you for everyone's help with the kindergarteners.
- Curator meeting – September 20th and September 21st at 9:15am in the Media Center.
- Picture day is Thursday, September 27th.

Ways and Means – Jamye Donovan

- There will be 3 Box Tops contests throughout the school year.
- Currently, there are just over 200 members in the PTA. If you are on a committee, you must be a PTA member.
- The No Fuss Fundraiser is underway. Every penny raised comes to Brooks. Although the suggested amount is \$50/child, please encourage people to give what they can.
- No Fuss donations can be made online and are 100% tax deductible.

Teacher's Report – Lee Pruitt

- Mrs. Moschberger will be doing tie-dye t-shirts the week of 9/19-9/23, volunteers are needed.
- Mr. Lehrman is requesting help with curtains.
- Ms. Chew needs paper plates, pencils and paper towels.

New Business – Anne Scott

- New PTA logo designed by Renee Davis. These can be used on letterhead, thank you notes, and as a Facebook icon.
- Special Committee for revision of Standing Rules – The Uniform Bylaws were adopted in May 2011 and now the Standing Rules need to be revised to reflect some changes in the Bylaws and some procedures within the Brooks PTA. A special committee has been formed to complete the revisions. No objections were voiced in those named to the committee; therefore, the committee is formed.
- Elect Audit Committee – The Uniform Bylaws also require and Audit Committee to work in conjunction with the Treasurer. No objections were voiced in those named to the committee; therefore, the committee is formed.
- Student Assignment Revised Draft Proposed Feeder Pattern – The draft proposal has students from Brooks going to Moore Square and the Southeast Raleigh High School. This is a change from Sanderson HS.
- There is a school board election on October 11th. Brooks is located in District 6 and our representative, Carolyn Morrison, is retiring. Please inform yourself on the issues and vote accordingly.
- Volunteer of the Month – This year we are adopting a change in recognizing our Volunteer of the Month. Rather than a retroactive recognition we will honor those during the month they serve. This month's recipients are Marla Brautman, Julie Growney and Leigh Noonan.

Meeting adjourned at 7:35pm.