

**Briarlake Elementary School PTA Meeting Minutes**  
**Meeting Date: Oct. 20, 2009**  
**Meeting Start Time: 6:00 PM**

Call to Order

Principal's Report: Dr. Culbreath

- On 10/23 information on the Parent ePortal access will be sent home. You will need your child's DeKalb County number to register your child. The ePortal is DeKalb County's official Student Information System (SIS) in support of students, parents, and staff.
- Ms. Jenks, Assistant Principal, distributed a matrix that compared previous years scores to the current year score for the ITBS. She also shared previous scores for the CRCT (the current year testing won't happen until the spring). Parents should compare the two scores for consistency. The ITBS measures the students potential, compared to other children the same age across the nation. The CRCT measures how your child learned in their particular classroom.
- The holiday program is scheduled for 12/1 (new date). Pre-k through grade 3 will participate. Grades 4 and 5 will perform next spring.
- Our Healthy Habits/Wellness committees chair Sarah Cook, presented at the county level to support instituting 15 minutes of unstructured break time into the Master Schedule. If the proposal is approved, it would be incorporated into the DeKalb's Master Schedule. Dr. Culbreath is a long time supporter of unstructured break time and this time already exists in the Briarlake schedule.
- Last month the PTA approved funding to support Ms. Norris-Brown's anti-bullying program. Ms. Norris-Brown thanked the PTA for our long standing position to support the important work done by Counselor's Office. The anti-bullying program called, The Ugly Duckling, is targeted for all grades and will occur on 3/1 at 9AM.

Secretary's Report: Jessica White

- There was a motion from the floor to approve the September minutes. The PTA approved the September minutes.

Co Presidents Report: Sarah Rigby & Laurie Hobbs

- Reminder to the PTA: reimbursement checks take a few days to turn around. The proper form must be filled out and receipts attached.
- The book fair runs from 11/17-11/19. We'll need volunteers.
- The directories are done and will be sent home this week.
- The Teacher of the Year is Ms. Rich, Grade 4. Congratulations !
- The flu vaccination and health screening will be available at the Lakeside Health Fair.
- Kirk Martin will conduct parenting workshop at Oak Grove: *10 Secrets to a Stress Free Home & School*. The workshop is free and will take place on Tuesday, Nov. 3 from 7-9 P.M. at Oak Grove Elem. (The doors will open at 6:30 for dessert and coffee hosted by Joan Kaplan, The Chuck and Marshall Group of Keller Williams Metro Atlanta.)

Treasurer Report: Micki Gulley

- The Fall Festival final numbers aren't in yet, but they are projected to be very good.

Committee Reports:

*Sarah Cook, Building & Grounds, Grants, Healthy Habits/Wellness*

- We have 4 companies competing for the playground project. We received initial proposals but asked for specific redesigns (to ensure each design contained essential elements). Two companies have submitted redesigns and are available for review.
- The Building and Grounds committee request that the PTA finalize the 2009 budget numbers

for this project. This request was moved to new business.

*Randy David New Program, Safe Route to School*

- A survey will be sent to parents to identify problem areas concerning safe routes to school. Once the feedback is in, this new program will work with a DeKalb county liaison to address any infrastructure issues. It will be an electronic survey.

*New Business: Funding Request*

Ms. Bunny Aaron presented this month's funding requests:

- Request #1: Jessica Goodwin, Music Teacher: The request is for \$150 to fund a pianist to join the rehearsal and to perform at the holiday program. The PTA approved this request.
- Request #2: Kindergarten Team The request is for \$52 to fund 8 additional tickets to an upcoming field trip to the Puppetry Arts to allow for more adult supervision. The PTA approved this request.
- Request #3: Ms. DeFrancis Pre-K Teacher The request is for \$167.80 to partially fund a \$367 field trip to the Children's Museum Imagine It. The Pre-k parent's will fund the difference. The GA Lottery funds the Pre-k program and it no longer will fund field trips. The PTA approved this request.

The Building & Grounds Committee requests the PTA provide the playground budget.

Meeting adjourned at 6:45 PM.