

**Brooks Museums Magnet Elementary School
PTA General Membership Morning Meeting
November 12, 2015**

The meeting was called to order at 6:35PM by PTA President Anna Williams.

- A motion passed to approve the minutes from the September 10, 2015 meeting (Emily Goins, Candice Whitehurst).
- A motion passed to approve the minutes from the October 7, 2015 meeting (Angie Brandt, Candice Whitehurst).

Principal's Report – Felicia Locklear

- New Staff recently hired at Brooks + Open Position Information:
 - Sharon Ravenscraft – Ms. Ravenscraft came to us from Douglas. She will be a Teacher Assistant with the Kindergarten & 3rd Grade classes, and then will support the 5th Grade with clerical work.
 - Tricia Sharon – Ms. Sharon was our PTA President last year and has a background in education. She will be a Teacher Assistant with the 1st & 2nd Grade classes, and will support 4th Grade with clerical work.
 - Michael Mangan – Mr. Mangan recently moved to Raleigh and will be the Teacher Assistant in the Special Education ED II classroom.
 - Still on the search for a TA to float between the two ED classrooms. If you know of anyone with a Special Education background, please ask them to speak to Ms. Locklear.
 - The search for a long-term substitute for Mrs. Brown (who will be out on maternity leave beginning sometime in December) has been on-going. Ms. Locklear interviewed someone she felt would work well last week. She hopes that they can have someone in place by Thanksgiving.
 - Ms. Kuhn has been hired full time as our Technology Resource teacher.
- Student Led Conferences will be held this week, please plan to attend.
- The Literacy Committee will hold a Literacy Night on December 8, which will be similar to the Math Night held earlier this month. The Math Committee and Ms. Locklear were very pleased with the turnout for the Math Night.
- Ms. Locklear is working with Wake County to host two meetings (one in early January and another in the Spring) to inform the Brooks families about the transition to next year's temporary location and about that facility. The teachers will likely need a lot of help completing the move. The School System will only move desks and school equipment. All personal items (such as couches) will not be moved by the School System movers, and will have to be stored at teachers' homes for the summer. The entire school will need to be packed by the end of the second workday following the end of the school year. Brooks is the first of five schools that will be moved this summer.

- Ms. Locklear has received questions about Transportation offerings for next year. Only Magnet students who currently receive transportation will be offered transportation next year. Buses will be provided for base students, with common site bus stops (not door to door stops). Specifics on bus stops will likely not be available until closer to the end of the school year.
- There will be an Open House at the Modular Campus in either March or April, where families will be allowed to go and explore (with a possible Scavenger Hunt), in the hopes that parents and students will feel more comfortable and be somewhat familiar with the space come the start of next school year.
- Ms. Locklear admits that while the interior of the modular campus is quite nice (new, clean, nice!), the grounds are not very inviting. She hopes that over the summer parent work crews will help spruce up the outside. Banners have been ordered that go along with our magnet theme that will be placed on the exteriors of the buildings to identify the different pods, of which there are six (Administration/Media Center, K/1, 2/3, 4/5, the gym, and the cafeteria).

Treasurer's Report – Candice Whitehurst

- Not enough PTA members were in attendance to vote in the budget changes that were wanted. The No Fuss and Go Play Save brought in \$4,200 over what was projected. They had hoped to move \$3,150 of those funds to a new Coached Project Supplies line item, where class curators would work with Ms. Lemmon to purchase supplies for future class projects.
- We met budget for PTA Membership for the year. We are currently at 252 members.
- We are on track for budget. We have \$30,000 in Cash on Hand, \$25,000 of this is being held in reserves to assist with the move. Net Income to Date is \$5,000.

Hospitality – Anna Williams

- There was a good turnout for the Campus Beautification at the end of October.
- Holly Calabro, Special Occasions Chairs, will present Gift Certificates to Gladys Washington, who was voted Teacher of the Year, and to Fran Holland, who was voted Teacher Assistant of the Year. Ms. Holland was also recommended this week at the Wake County Board meeting for the Employee Excellence Award. Breck Brown also found out last week that she passed the National Boards examination, and will be recognized for that, as well.

Programs – Emily Goins

- Reflections: Brooks had over 30 pieces of art submitted, of which, 20 are moving on to the county for judging. We will be informed if anyone from Brooks advances from the County to the State level.
- Cultural Arts:
 - Bright Star performed for the entire school on Oct. 23.
 - Michael Beadle was here Oct. 19-23 to do a poetry workshop with 5th Grade.
 - The National Theatre for Children will perform on Nov. 20.
 - The Sanderson Chorus will perform on Dec. 7.
 - Cultural Arts has been coordinating their contracts a bit differently this year. They are coordinating all of their contracts & payments through United Arts and using United Arts form contracts for all artists.
- All of the Spirit Wear orders have been turned in and will be fulfilled either with current inventory or will be ordered.
- The Gift Card and Winter Coat Drive will be held Nov. 16-20. Asking for new and gently used Elementary-aged size coats, as well as gift cards ranging from \$5-\$20 (from grocery stores, gas stations, Walmart, Target, etc.) that will kept on hand to use when Ms. Roberts has a Brooks family in need.

Communications – Leslie Rand-Pickett

- Please continue to spread the word and encourage folks to sign up for the BrooksPTA.Com Portal.
- Thank you to folks who have sent in content & artwork to be submitted for the website and newsletter.
- Receiving a lot of bounce back from the weekly emails that are being sent out, so a list will be sent out via Curators to try to determine correct email addresses.

Ways & Means – Stephanie Slifer

- Box Tops collections raised \$900.
- The Book Fair is going on this week and is in great need of volunteers.

President's Report – Anna Williams

- Mini-Grants: Only one request was submitted in October, so 4 sets of books have been ordered for Ms. Heath. The next meeting will be in December.
- The Book Stop is looking for donations.
- Any communications that are sent home to off-line students must be sent out in both English & Spanish (translate either through Google or Hugh Avera).
- Thank you notes come in regularly from the teachers and are posted to the PTA Board in the workroom.

- Eric Larson is our representative at a quarterly advisory committee, who gave an update at the last meeting about the new enrollment plan that is up for vote in December. The only change for us is that Brooks will no longer feed into Moore Square, only to Carroll going forward. Moore Square is still a Magnet option.
- Volunteer of the Month goes to the Book Fair chairs (Bernette Stivers, Sarah Allen, and Langley Moretz).
- Magnet Tours will be going on most Wednesdays through December.
- Our next PTA Meeting will be December 3.
- The Moving Museum will honor new staff, Teacher and TA of the year, and CAM Docents.

The meeting was adjourned at 7:21PM.