



1741 Pine Valley Road, Vienna, VA 22182

www.westbriar.org

General Assembly Meeting

MINUTES

Date: 9/12/19

Time: 9:30 AM

Place: Cafeteria

Budget Report

1. Copies of the 2018-2019 Audit Report for WES PTA expenditures were passed out and posted online for membership review and information.
2. Every single expenditure was audited.
3. Valerie McFalls motioned to pass the 2019-2020 audit. Katie Bayer seconded the motion. The motion passed unanimously.
4. Copies of the 2019-2020 budget were passed out and posted online for membership review and information.
5. Members were informed that the Board had added a line item for \$500 for Field Day / Walkers Club under Contributions to School as part of this proposed budget, even though it did not appear on the budget. The \$500 would come from the PTA surplus.
6. A question was raised about funding for the proposed school donation of an electronic marquee and whether or not quotes for the work have been received.
 - a. The electronic marquee idea is in its initial stages and proposals have not yet been secured. The PTA has sufficient monies in their reserve to fully fund the electronic marquee without a fundraiser.
 - b. There was membership interest to better understand if there are any other school needs that the \$20k could be donated towards. Ms. Tam will provide a list of options for membership to review.
 - c. There was a request to modify the description for this line item in the budget from "School Donation - Marquee" to "School Donation - TBD." All members present voted in favor of this modification except for one. The modification passed.
7. Jennifer Sellers motioned to approve the 2019-2020 budget. Kristy Creagh seconded the motion. The motion passed by unanimous vote.

Approval of last meeting minutes

1. May 30, 2019 meeting minutes from the last PTA General Assembly meeting were presented. Suneeta Rana motioned to approve them and Valerie McFalls seconded the motion. The motion passed by unanimous vote.

Membership Report

1. Membership is low compared to membership numbers that we had this time last year.
2. The following ideas to incentivize membership were suggested:
 - a. Have a couple computers set up on a table at Back to School Fun Night for people to sign-up
 - b. Allow families and friends of families to donate memberships to other families and teachers
 - c. Organize a Membership Drive by offering the following as prizes:
 - i. Shadow Principal Tam for the day
 - ii. Have lunch with Principal Tam or a Teacher or Staff Member
 - iii. Display a thermometer so that students can see it and encourage their parents to join
 - iv. Melissa Mellow and Trish Vanstory volunteered to work with Suneeta on the Membership Drive

Enrichment Report

1. Twenty-four enrichment classes were offered this fall and all but one class did well with enrollment numbers. Yoga was cancelled due to low participation.
2. A question was raised about Math Team. Crystal Petersen, the Math Team Chairperson, was able to provide the following details about this enrichment class:
 - a. It is open to any 6th grader and the student does not have to be in AAP. There are open spaces still available.
3. Crystal Petersen also mentioned that interest in Math Olympiad is also high and a second class will open to accommodate all interested students.
4. Valerie McFalls, the Science Olympiad Chairperson, announced that they are looking to form a 3rd grade group and any interested parties should talk to her after the meeting.

Principal's Report

1. Teachers of Kindergarten, 1st, 4th, and 5th graders were very thankful for upgraded technology that the PTA provided in their classrooms over the summer. They are enjoying their new throw projectors that replaced their smart boards.
2. At every PTA meeting, there will be free, obsolete learning materials available to PTA members to take home. These resource materials are still useful learning tools for our community.
3. Please be sure to stay updated with what's happening at FCPS with "News You Choose" and be sure to select Westbriar to get informational emails from Ms. Tam
4. iReady tests have already started this past Monday. Screening is done on computers. All grade levels are tested for two days.

Important Announcements

1. Spirit wear purchases are due tomorrow
2. Back to School Fun Night is tomorrow
 - a. Admission is free
 - b. All the food vendors have been secured
 - c. Carnival games will be set up in the gym
 - d. Currently there are only 21 cakes signed up for the Cake Walk. We need more cake donations. The Cake Walk costs \$1 to play
3. Field Day t-shirts will be delivered in Wednesday Folders. Be on the lookout for them the Wednesday before Field Day. Jennifer already has two volunteers to help fold and stuff t-shirts for disbursement.
4. Cultural Arts performances are coming up. Stay tuned.
5. A question was raised wondering what arts program will take the place of Grace Arts. Falcon Arts will replace Grace Arts and it based on an arts program that Stenwood Elementary's PTA organized last year and have shared with us. Anahita Kamjou will be the Chairperson for Falcon Arts. She will oversee the execution of the arts program and be sure that the PTA closet is stocked with art supplies for each lesson.

PTA Volunteer Opportunities

1. Copy Crew - Kintu Vyas and Gulcin Ross have volunteered
2. Display Case Chair - Brooke Edwards, Hina Jumani, Olga Feschenko, and Natalie Lueders have volunteered

3. Directory Chair – Gulcin Ross has volunteered
4. Stock the Staff Room Chair – Kiran Shah, Jenny White, and Evgeniya (Jenna) Komarova have volunteered
5. Audit Committee – 3 positions remain open
6. Field Day shirts – 2 positions have already been filled
7. Bylaws Committee – Angie Gutenson, Valerie McFalls, Gulcin Ross, and Hina Jumani have volunteered

Teaching Team Presentation

1. Westbriar’s counselors were not able to attend today due to an emergency meeting. But handouts of their presentation were available to learn what their program entails for each grade. If you would like an electronic copy, please email Ms. Tam

Next Meeting

1. Meeting was adjourned at 10:45 am
2. Next meeting will be held Thursday, October 10, 2019 at 7:00pm in the Library

In Attendance

Amanda	Yes
Diana	Yes
Brooke	Yes
Sang Hee	Yes
Nehal	
Katie	Yes
Olga	Yes
Suneeta	Yes
Katie	Yes
Yuki	Yes
Julianna	Yes
Hina	Yes
Gulcin	Yes
Evgeniya	Yes
Kiran	Unsure

Angie	Yes
Heather	Yes
Madiha	Yes
Swati	Yes
Kristy	Yes
Jan	Yes
Jenny	Yes
Nandita	Yes
Michelle	Yes
Valerie	Yes
Dom	Yes
Gin	Yes
Natalie	Yes
Jenni	Yes
Jennifer	Yes

Kim	Yes
Crystal	Yes
Suma	Yes
Eileen	Yes
Melissa	Yes
Anahita	Yes
Kintu	Yes
Hillary	Yes
Trish	Yes
Mary	Yes