BRIAR WOODS HIGH SCHOOL PTSO

Meeting Minutes | August 27, 2026

7:00 p.m. • Briar Woods High School Library

Attendance

Present	Absent
Samantha Peele, President	Wangechi Doble, VP of Fundraising
Kelly Ettrich, VP of Membership	Rebecca White, Treasurer
Lucy Amos, Secretary	Melissa Muchard, Family Liaison
Dr. Snead, Vice Principal	
Carrie Lee, Social Media	
Bo Choe, Senior Events	
Joyce Oo, Teacher Events	
Shweta Saini, SAT Prep Chair	
Aida Davalos, Future Treasurer	
Jenni Lare, Future Officer	
Jack Hoban, SCA Representative	
Rahil Parikh, SCA Representative	
Maddox McIntosh, SCA Representative	

1. Call to Order and Introductions

- President Samantha Peele called the meeting to order at 6:59 p.m.
- Attendees introduced themselves.

2. SCA Update — Jack Hoban, Rahil Parikh, and Maddox McIntosh

Back-to-school activities: SCA is focused on helping students feel excited to return. The current spirit week included Neon Day and a tropical theme, with props such as beads and leis.

Faculty and staff recognition: SCA plans to highlight new faculty and staff members as well as employees who have served the school for more than 20 years.

Homecoming: The September theme is Greek mythology and will include a spirit week, class competitions, hallway decorating, and a pep rally recognizing fall sports, including football, volleyball, and girls' flag football.

Community festival: A family-oriented festival is planned after the Friday events at approximately 5:30 p.m. Activities may include a dunk tank and inflatables, with middle school participation requested.

Volunteer request: Homecoming volunteers are needed for the dirty soda bar and popcorn stations. A SignUpGenius will be created for setup from 6:30–7:00 p.m. and shifts from 7:00–8:00 p.m. and 8:00–9:00 p.m. One to two volunteers are requested per shift.

Movies Under the Moon: This community family event is planned for September 25 on the football field. Concessions are anticipated.

Powder Puff: The event is tentatively planned for early October during the school day on an advisory schedule. Tickets will be sold.

Homecoming dance: The dance is scheduled for September 19 from 7:00–9:00 p.m. and will use the main gym, auxiliary gym, and one additional location. PTSO water bottles are needed.

PTSO support: SCA asked how it could support the PTSO. Members suggested reposting content from the Briar Woods PTSO social media accounts.

3. Administration Update — Dr. Snead

Cell phone policy: The policy is now in effect in accordance with state requirements. During school, students should use only school-issued Chromebooks. Parents are encouraged to email students instead of texting them. Confiscated phones will be returned at the end of the school day.

e-Hallpass: The school is using the Phoenix-based electronic hall pass system. School areas are organized by color zones.

Attendance: Instruction begins at 9:30 a.m. Students should arrive on time and plan ahead for weather-related delays.

Staffing and enrollment: The school welcomed eight new faculty members and approximately 20 new staff members overall, including teaching assistants. Briar Woods has approximately 200 faculty and staff. The senior class has about 375 students, while grades 9–11 have approximately 500 students per class.

Senior activities: Senior Sunrise was held August 19 with support from Ms. Lisa Mayout and Ashley Storm. The school is exploring a senior trip to either Hersheypark or Busch Gardens; no senior trip was held last year.

Athletics: An away football game against Broad Run was noted.

Assessments: Grading and assessment practices are being updated to support consistent assessments across sections of the same course.

Dress code: New expectations include appropriate head coverings, hoods down, no exposed midriffs, and no blankets. White T-shirts will be available when needed. The progressive response is a warning and opportunity to change, parent contact after a second occurrence, and disciplinary action after a third.

Additional updates: Title IX bystander training was noted. PE uniforms are not required, and refunds will be issued.

Excused absences and dual enrollment: In response to a question about college visits, Dr. Snead stated that the school is working to accommodate excused absences. Members also discussed dual-enrollment attendance requirements; students may be dropped after nine missed classes in a semester but teachers are willing to work with students on planned absences.

School theme: This year's theme is "Belonging," emphasizing that every student should find a place to connect through clubs and other activities.

4. Membership Update — Kelly Ettrich

Membership: The PTSO currently has 256 member families, approximately 95 fewer than last year. The membership drive will continue. A Back-to-School Night membership video was not included this year but may be considered next year.

Parking lot painting: The fundraiser was a strong success, with approximately 150 senior and 65 junior participants. Participation may increase as more juniors receive driver's licenses. Extensive preparation was needed because of gravel, cracks, and peeling paint. A rain-related makeup painting session was scheduled for Saturday from 8:00 a.m.–1:00 p.m. Participants should bring water, trash bags, paint cans, and other required supplies.

Future planning: The parking lot will eventually need resurfacing. Members discussed a possible best-painted-space contest and ways to recognize the winner. Because the project is a successful fundraiser, the PTSO plans to continue it.

Parking space fees: Painted spaces are $50. PTSO member spaces for seniors and juniors are $40. Approximately 15 senior and 20 junior spaces remain; unused senior spaces may potentially be offered to juniors.

SCA support: A donation to SCA was discussed.

5. Fundraising Update — Wangechi Doble

- The Chick-fil-A fundraiser was held August 25 and typically raises a few hundred dollars.
- A Chipotle fundraiser is scheduled for September 29.

6. Treasurer's Report

- Treasurer Rebecca White was absent due to a college visit to Brigham Young University.
- Samantha Peele conducted the audit.
- The proposed 2026–27 budget was circulated for review. Members discussed maintaining approximately $10,000 in savings while using available funds to support the school. The current cash balance was reported as approximately $12,000. Entrance mats were suggested as a possible purchase.

7. Secretary Update — Lucy Amos

- The Google for Nonprofits account was discussed.

8. Senior Events — Bo Choe

Senior Sunrise: Held August 19.

Upcoming events: The committee will coordinate with senior class sponsors on three senior breakfasts, a senior picnic held on the day of graduation rehearsals, and a possible senior trip. Dates discussed included September 29 for a breakfast, June 4 for the rising-senior breakfast, and June 14 at 2:00 p.m. for graduation. Food-provider outreach will be conducted.

Senior Sunset: Planning will be arranged.

Donations: A one-time suggested donation of $50 per senior may simplify fundraising, while food donations would still be requested. Reaching approximately 25% family participation was discussed as a potential goal.

9. Teacher Events — Joyce Oo

Back-to-School Night: The Chick-fil-A meal was well received. Additional meals were purchased, for 32 extras total. To ensure sufficient quantities in the future, Dr. Snead recommended planning for 200 meals.

Cookie Exchange: The proposed date is December 18, 2026, traditionally the Friday before winter break. Room decorating may take place the prior evening. The hot chocolate station requires substantial work and may need a dedicated volunteer. The photo booth was popular; and would like to bring them back- the vendor was Best Day Ever Booth LLC.

Teacher Appreciation Week: The preliminary budget is $7,000. Food options discussed included Robek's, Anita's Burritos, ice cream from Bruester's with toppings, and a coffee truck. SweetFrog will not be used due to costs. At least three pickup volunteers may be needed. Teacher Appreciation Week is May 3–7, 2027, with the main appreciation event discussed for May 4.

10. SAT Prep — Shweta Saini

- PLAYBOOK offers discounts, with flyers distributed to juniors and seniors.
- A practice SAT is planned in the cafeteria on October 24. School leadership selects the date from a proposed range so students have time to prepare before the official test.
- The committee will review College Board test dates while planning winter sessions. Princeton Review and Huntington were also discussed as possible resources.

11. New Business

Entrance mats: Members will research options and pricing for mats at the front entrance.

Teacher education support grants: Teachers pay $10 to join the PTSO and must be members to request funding. Only two teachers have joined. Members suggested communicating the benefits of membership more clearly.

School purchases: Members discussed gathering ideas for items the PTSO could purchase for the school.

LCPS memorandum: Members discussed a county memorandum concerning accountability requirements for student support organizations. Concerns included the level of responsibility placed on volunteers, additional liability documentation, and reporting requirements. PTSOs and PTAs are coordinating a response. The memorandum referenced Wesley D. Allen and Dr. Aaron Spence.

Parent Booster USA: The organization was identified as a resource that provides support to schools and booster clubs.

12. Adjournment

- The meeting adjourned at 8:25 p.m.