

# Lawton Elementary

## PTA Board Meeting

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*Meeting Minutes*  
*December 1, 2016*

Attendees: Amanda Armes, Pricilla Wenneman, Kelsey Fatland, Kamila Kilayko, Mikelle Nuwer, Dorian Manza, Gina Craig, Valerie Cooper, Bryn Bunich, Kassandra Bradberry, Jennifer Wenrick, Marilene Bysshe, Deanne Allegro, Jenni Currit

### 1. School Update (Dorian)

- a. Rollerblading is starting, kids are excited
- b. 3<sup>rd</sup> graders are getting ready to go on the annual Pike Place Market field trip
- c. The School is aware that there are campers in the trail area. The police and the parks department have been notified and the tents have been tagged.
- d. Teachers are getting sick so it would be helpful to remind kids to wear their jackets when they go outside for recess.
- e. There will be a new ELL teacher hire soon
- f. Conferences over Thanksgiving break went well. Progress reports will go out after 12/2/16 (end of semester).
- g. SPS sent an email to families and staff regarding a \$74 million budget shortfall
- h. The safety committee has an ask of the PTA: replenish lockdown supplies. This would include lockdown buckets for each class, repair and replace supplies. There is discussion about adding a security shed later. Total cost would be \$2,000. Dorian will send a list of supplies to Amanda. PTA should add this to the supply list in the budget.
- i. SPS released the results for the bell time survey. It was agreed that they would add 20 minutes per day (1 hour/week). They will add 10 minutes in the morning and 10 minutes at the end of the day. New Bell Times have not been released yet. There will be more information released during the next Principal meeting.

### 2. Budget Update (Kamila)

- a. We never released our E-Commerce (online store) check for September, totaling approximately \$20,000. They will stop payment and re-issue check.
- b. Mikelle: PTA Avenue is up to date. She needs a total for the amount that was donated for teacher scholarships for PTA memberships.
- c. The Sandwiches For Hope program has been funded for the year.
- d. There needs to an audit of the financial records. Valerie Cooper, Jenni Currit and Katie Price have volunteered.
- e. Taxes are done!

- f. There is a new school reimbursement process. The PTA will sign off on a guarantee of money and the District will be the PTA. It will have us keep track of how much we spend and have gotten reimbursed.
  - g. Kamila recommends getting rid of credit card information on the Direct Drive form. We also need a better way to deal with payment plans. We will re-evaluate for next year.
  - h. VOTE: Mikelle motions to use \$2,000 from the PTA priority fund to pay for lockdown buckets and supplies
    - i. Valerie seconded
    - ii. All in favor
    - iii. None opposed
3. After School Program (Jennifer)
- a. Volunteer Coordinator position will be a stipend position (1099). Too much work for a volunteer
  - b. The volunteer coordinator is on call but doesn't have to be onsite until all the kids leave their after school program.
  - c. Once the registration goes live, it will be first come-first serve. We will advertise for 2 ½ weeks prior to registration going live. There will be a \$50 deposit and parents will have one week to pay once registration has closed.
4. Upcoming Events (Deanne)
- a. Kindergarten Cookie Social: Permits have been submitted and families have been notified via kid mail.
  - b. PTA Holiday party will be Tuesday, December 13<sup>th</sup> at 7pm at Mulleady's. Just board members will attend.
  - c. Math and Mingle Night has been rescheduled to December 15<sup>th</sup> from 6:00-7:30.
  - d. Islandwood: Fundraising committee is having an informational meeting on January 12, 2017 with teachers and presenters. There will also be a magic show in the future to raise money for Islandwood.
  - e. PTA will announce open board positions at the next General Membership Meeting on January 19, 2017