

# Lawton Elementary

## PTA Board Meeting

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*Meeting Minutes*  
*March 2, 2017*

Attendees: Amanda Armes, Pricilla Wenneman, Kelsey Fatland, Kamila Kilayko, Mikelle Nuwer, Gina Craig, Marilene Bysshe, Deanne Allegro, Jenni Currit, Terry Richardson, Bryn Bunich, Jen Wenrick, Kassandra Bradberry

### 1. Budget Update (Kamila)

- a. We have received more money for the direct drive by way of matching donations and those on payment plan.
- b. We will have exceeded our goal of \$115,000
- c. Cheryl Parks is transferring excess funds from the Fall Festival (approximately \$250) to the Family Health and Fitness night budget.
- d. There was a \$30,000 deposit for the After School Program. These are payments from Lawton parents.
- e. Gina is going to add a tag on the auction invoices stating how the charge will appear on your bank statement.
- f. Kamila will renew our Re-seller Permit
- g. Cheryl Parks request for Unicycle Club (Amanda)
  - i. Cheryl wants to have a 7 week Unicycle Club at Lawton on Fridays.
  - ii. The club would be for returning 6<sup>th</sup> graders
  - iii. Her ask is if the PTA can be a pass-through for this program, with checks made payable to Lawton Elementary PTA. The PTA would then pay Cheryl those funds.
  - iv. The board has concerns regarding liability, since the program would fall under the ASP and the PTA insurance.
  - v. The Board also feels like it shouldn't fall under the ASP since it is not being offered to current Lawton students
  - vi. Can she go through Lawton/SPS?
  - vii. The Board will defer to Dorian and Susan.
  - viii. Amanda will inform Cheryl of the Board's decision and try to help find another solution.

### 2. School Update (Kelsey)

- a. Due to the \$74 million shortfall, Lawton could potentially lose 2 teachers, leaving the school with 17 classroom teachers. Those teachers would be displaced, where they get put in a pool of open jobs or apply for any open positions.
- b. Lawton's projected enrollment for 2017-2018 is down to 430 students

- c. Lawton's discretionary fund and LAP funds would be cut. The lap funding is used for professional development, teacher planning time, playground supervision and academic interventionist.
  - d. The BLT has a meeting scheduled for the following Monday to discuss the budget and then the staff will be updated the following Wednesday.
  - e. Even if Lawton get some of those funds back, there will still be no counselor position or Assistant Principal position.
  - f. The Board would be interested in using funds from Raise the Paddle to help fund a teacher position. Can we raise funds for other projects at the school to free up Lawton/SPS funds?
  - g. The fundraising committee will need a goal number for Raise the Paddle.
  - h. The Board will need some staff to help convey the message at the auction. Kelsey volunteers and will recruit other teachers to help and share their perspective.
  - i. Kathryn Ficcaro will help with the messaging in the video.
3. VP/Nominating Committee (Deanne/Bryn)
- a. There are no nominees for President or Co-Fundraising Chair
  - b. They have filled the roles of Cashier, Treasurer and Co-Vice President
  - c. They have to decided on all their nominees by March 27, 2017
  - d. There does not need to be a board vote for the new Staff Liaison (Kristen Noel)
  - e. Everything is ready to go for Bingo Night and the Magic show.
  - f. The board would like for more board members to attend the PTA funded events
  - g. The Science Fair and Family Health and Fitness Night are the next upcoming events
  - h. Jen Wenrick has decided to resume the duties of Yearbook chair. Parents need to upload photos.
4. Auction Update
- a. See Attachment A
  - b. Invitations will go out via kid mail next week
  - c. Sponsorship is going great
  - d. Can we ask teachers to help with the Queen Anne Elementary auction? Kelsey will ask teachers.
  - e. The auction committee is looking for a connection for fresh cut flowers. Terry will reach out to Camille Pook, who owns a tulip farm. Terry will also reach out to grocery stores and Costco.
5. Survey (Amanda)
- a. The survey will be released to parents mid-March
  - b. This information helps prioritize budget
  - c. Amanda will remove the volunteering questions
  - d. Survey should focus on all aspects of funding (guidance on how to increase the budget to fund all programs, how do parents feel about the PTA taking on more financial responsibility).
  - e. Amanda will change the rating scale from 1-5 or 1-10

## **Attachment A**

### **Lawton Spring Art Auction PTA Board update**

Event date: 5/5/ 17, Ballard Bay Club (confirmed)

- Second deposit has been paid

Invitations/Tickets (Terry)

- Distribution via kid mail next week (in process) – pending labels from office
- Newsletter article (not started) – target by this Friday
- Website updates (requested this week) – status pending
- \$65/person before April 15<sup>th</sup>, \$70/person after
- Ticket will go on sale next week (online via auction system)

Sponsors: (Terry - \$2450 committed)

- Gold – pending (expected 3/3/17) – Brenner Dentistry
- Silver – Anonymous – paid
- Bar – pending - Sound Associates – Signature Cocktail is a French 75
- Bid Card – Craig Allegro Real Estate – paid
- Dinner Table Top – Concordis – paid
- Dessert Dash – Pick 6 Sports - paid

Key Event Items:

- Doors open 5:45pm, Silent closes at 7:25pm, Dinner/Live auction at 7:30pm
- Auctioneer – confirmed (Fred Northup Jr)
- Sign-up parties- on target (Stephanie)
- Wine Grab- on target (Marilene)
- Class room Art – on target (Laura VH)
- Silent (Kathryn)
- Dessert Dash – on target (Carrie)
- Centerpieces –in process (Terry) – looking for flower donations/contacts

Menu (confirmed)

- Appetizer: Coconut Chicken Skewers and Goat Cheese/fig tart
- Salad: Pecan and Gorgonzola
- Buffet Main: Mesquite Salmon and Sirloin Carving Station
- Buffet Sides: Whipped potatoes and Reggiano Green Beans

Raise the Paddle – Fund our Future

- Video – in process (Kathryn)

Kid Candid (Kim)

- Starting shoots this week
- May add sibling photos and BGC

- Pre-sales

#### Volunteer Swap (Stephanie)

- McClure - 3/4/17 (confirmed)- Terry, Marilene, Stephanie, Katheryn
- QAE - 3/10/17 (confirmed) - Mikelle, Kelsey, Kassandra - **NEED 2 more volunteers**

#### Website

- Renewal this week for subscription
- Development in process