

PTA Kickoff Meeting – Co-Presidents, Jen Wenrick and Terry Richardson scheduled the first meeting of the year on Thursday, September 7th at 6pm and confirmed availability with the Board by email. The meeting was held at the Interbay Work Lofts at 1631 15th Ave W, Seattle, WA 98199.

In attendance were:

Jen Wenrick – Co-President
Terry Richardson – Co-President
Bryn Bunich – Co-Vice President
Pricilla Wenneman – Co-Vice President
Kassadra Bradberry – Communications, Newsletter
Gina Craig – Communications, Website
Cynthia Dold – Fundraising
Valerie Cooper – Advocacy Chair
Mikelle Nuwer – Secretary
Amy Sprague – Member at Large
Kristen Noel – Staff Liaison
Virginia Docktor - Cashier
Jenni Currit – Treasurer arrived late

The meeting began with a welcome and thank you from Jen and Terry.

Mr. Manza is unable to attend the meeting (because it is his birthday), but sends his support and is looking forward to another great year.

Welcome followed by introductions.

Each board member introduced herself and said what her favorite summer activity was.

Agenda item: Future PTA Board Meeting

Next meeting October 9th 5-6:30pm location TBD.

Jen will inquire about use of school for meeting.

Childcare will be provided.

What is the best day and time for future meetings?

It was decided that the second Monday on the month at 5-6:30pm

Childcare will be provided.

April meeting shifted to the third April of the month.

Agenda item: Scheduling of General Meetings

General Meetings scheduled for November 7th, January 24th, and April 24th.

Questions from Board:

How do we encourage our community to come to the general meetings? What can we do differently? We need to think about purpose, time and opportunity, and meaning.

Responses from Board:

One popular idea is to pair meetings with presentations from teachers, administrators, community members, etc.

Board decide to recruit teachers/staff to share curricular programs and learning with families at one or two meetings a year.

Goal for this year should be to get kindergarten parents involved early.

It was echoed by several members that we need to be better about sharing what PTA does for school and staff.

January 24th meeting will be a joint general meeting with Blaine.
Parent/student information session with Birds & Bees & Kids

Board will ask for RULER presentation at November 7th meeting.

Agenda Item: PTA Board 2017-2018 Visioning and Communication

Jen encouraged all members to express views and ask questions. She is also concerned about the flow of information and wants to make sure everyone has the support they need to succeed in their position. She wants to encourage the transfer of information and keeping the binders current to pass along information.

Terry also wants to encourage open communication and stressed that she is very comfortable communicating by email. She understands that is not the best method for everyone and asked us to contact her directly if we have ideas for getting the word and being effective communicators.

Pricillia stressed the importance of being transparent in our communications and actions as a Board.

For sustainability of the PTA programs, we need to get more teachers and parents involved and make it so clear what the PTA does. It is critical going forward that all information is open to the school community and we need to find many avenues to share information. A good example of poor communication is what is happening with the Afterschool Programs.

The Afterschool program have grown organically over the last 12 years. There were many gaps in the understanding of the ownership of the program, and who was responsible for different aspects. Additionally, the amount of work associated with registration and payments was too large a job for the volunteers.

Now that the program is so big, we need to understand the process and who is responsible for the program going forward. Over the last year, the program

has been brought into compliance with WA State PTA guidelines on afterschool programming. Program needed to be brought into compliance to be covered by the PTA insurance. Programming is enrichment and should not be thought of as childcare.

Motion: A motion was made to offer additional afterschool programs on Wednesday afternoons by Mikelle Nuwer. The motion was approved unanimously.

Updates from Vice Presidents

Because we did not offer Doing Business Day, there were no paper signups for committees, art docents, and room parents.

Bryn has filled most of the chair position for the big events and has setup a Sig Up Genius for other positions. The url is:

<http://www.signupgenius.com/go/4090d4cadaa28ab9-committee>

Bryn will have table at Back to School Bash will paper signup sheets.

Bryn will compose template message for teachers to send to families in their class with information about room parent, art docent, and volunteering in the classroom.

Back to School Bash being headed up by Katya Adams. All arrangements for the Bash have been made and communications have gone out to families. The Bash is scheduled for Friday, September 15th from 5-8pm. Hotdogs, drinks and chips will be sold by a vendor. The IslandWood committee will be selling baked goods.

Islandwood Update

School is asking for parents to help plan and help fundraise the trip.

Membership Update

Amy will host table at Bash with paper membership forms and will send note in kidmail during the second or third week of school.

Agenda Item: Budget

Jenni handed out last year's completed and reconciled budget and the budget for the current academic year. There were questions about the breakdown of income and expenses for fundraising. There was also concern about how much we need to raise in the Direct Drive. The current budget shows us needing to raise \$132,000.

Financial Review – Someone needs to do an audit of last year. It hasn't been done for the last 2 years. President needs to arrange for audit committee within the next 2 months. Members cannot be signers on the account or spouses of signers.

Need vote to approve direct withdrawal for payment of membership dues for WA State PTA.

Motion: Bryn Bunich presented motion to approve the direct withdrawal for payment of membership dues for WA State PTA. The motion was unanimously approved.

Reminder, money always needs to be counted by TWO people. Treasure or cashier can never be the second counter. Only PTA members can collect and handle money.

A recommendation was made to create a one-page information sheet for chairs that explains how to request cash change, collect, handle and count money at end of event.

Jenni is currently updating information on the back account. She is removing old phone numbers and wants to add one of the signers (President) to the account as an administrator of the account. For best practices, she wants to add Amy Sprague, the Member at Large to be the reader and reviewer for the account. Amy accepted. She will print out, review and sign the statement each month.

Reimbursement reminders - The form was passed out. Reminder to have committee chair sign form.

Agenda Item: Advocacy

Fort Lawton update. City came to neighborhood with plan to build low income housing. Community is divided on how land should be used, but it is clear that there is a need for increased capacity in the surrounding schools and the increased housing in area would put even more pressure on schools. The city and school district have no working relationship.

Five committee members started grassroots campaign to have land deeded from federal government for a school. The city said they would not include a school on the environmental impact review if the school district did not support the plan. The school district found that they couldn't meet requirements for the land and declined. Valerie attended School Board meeting to explain need for school and gather support. The majority of School Board appears to support the plan.

It was suggested that information about the project should be put in the newsletter. Valeria has a need for parents and other community members to come speak to the School Board about concerns with the Lawton property.

Motion - A motion was made by Bryn Bunich to draft a statement to the School Board on behalf of the Lawton PTA that expresses our support of asking the City of Seattle to add a school to the environmental impact statement. The statement read "We as the Lawton PTA board request that

Seattle Public Schools re-evaluate capacity projections and growth trends for the Magnolia/ Queen Anne Cluster and that, in light of the rapid growth of this area, SPS re-consider the importance of the Fort Lawton Land opportunity and formally request for the City of Seattle to add a school to the Environmental Impact Statement that is currently being processed. Additionally we ask that you address our capacity issues through high school proactively and prevent the capacity crisis we see coming." The motion was approved unanimously.

Valerie will ask Blaine PTA to do the same.

Family of house that burned down on 28th Ave W is a Lawton family. Family is in need of housing immediately and other items later. Ask Mr. Terry how to help.

Agenda Item: Fundraising and Direct Drive

Cynthia passed out fundraising sheet with targets for the big fundraising event.

Cynthia would like all Move-A-Thon money to go toward Islandwood for the next year's trip.

There is currently money in the Islandwood pass through account to use to help offset the cost of the Islandwood 5th grade trip. (\$3655) PTA would like to use money in account to offset "tuition" cost of Islandwood.

Motion: Bryn Bunich presented motion to take 2/3 of money in the PTA Pass Through account (\$3655) to offset tuition for each child from \$315 to \$255. The motion was unanimously approved.

Direct drive theme is Dolphin Dreams. Need to inspire community to fund programs and education. New form nearly complete. Needs to update website and start getting communications out.

Cynthia would like Fall Festival to be celebration of success of fundraising. Will use the School Auction site to track incoming money for Direct Drive.

Date for Auction is March 30, 2018. No site as of yet. Stephanie Skinner is the Chair of the event.

Agenda Item: Communications/Website/Newsletter

Gina will be sending out reminders to update pages on website.

Gina will try to post within 24 hours.

Board can also add posts and Gina can approve. Will check often.

Newsletter deadline is Friday night.

Jen, Gina and Val can post to Facebook account. Gina sees Facebook as being the best way to communicate with families going forward.

Agenda Item: Staff Updates

Staff voted to scale back and revision World Cultures Night. The school is committed to offering a multicultural event aligned with the other curriculum (social studies and literacy) and create standardization among teachers and grades.

Should PTA support curriculum development around new world culture event? Teachers have not made the ask, but it is something to consider.

Staff also voted to cancel the Science Fair. Teachers will continue with STEAM projects and science enrichment. The Pacific Science Center's Science on Wheels presentations will still be scheduled. McClure phased out their traditional Science Fair because it did not align with Next Generation Science standards.

Math and Mingle Night – The staff would like to continue Math and Mingle Night but wants to shift this to the PTA because the Math Committee wants to spend their energy developing a Math and Science evening event for families. The event will be aligned with curriculum and standards to maximize parent engagement.

Ms. McCue and (hopefully) our counselor plan to host a RULER night for families.

Currently at 454 students while is 23 students over projected for staffing and funding. If we stay above 450, you get a 0.5 counselor and keep the nurse for 2 days per week. There is a probability we will also get another teacher.

Agenda Item: Review Calendar of PTA Events

September 11th first day of class for kindergarteners.

Curriculum night is October 10th

Fall Festival is scheduled October 27th