

**Lawton Elementary PTA
Board Meeting Minutes
January 11, 2011, 11:30 AM
Café Appassionato, Interbay**

In Attendance: Lisa Blau, Melissa Denke, Kirsten Dumo, Michelle Gonzalez, Kimball Mullins, Connie Olson, Sarah Terry

Approval of Minutes: A motion was made and seconded to approve the minutes from the December 8 Board meeting. Motion passed (7 votes in favor).

Principal's Report –

Updates: Christine was unable to attend the meeting, but sent the following updates by e-mail:

"I want to thank you for generously funding Type to Learn 4, which our students will be using after MAP testing is complete! Thank you also for funding the Anti-Bullying Performance by Taproot Theatre, which will be on Tuesday Jan. 18th at 9:20 AM at Lawton.

"A few others points:

- SSIA is hosting an Every Day Math Night for parents of the Magnolia/Queen Anne cluster of schools on Feb. 2nd at Blaine in the evening. I don't know the time. The presenters will be teachers from our cluster schools.
- SSIA is also planning on offering a Summer School session to students who are below grade level in grades 2 and 3.
- During our BLT meeting we discussed adding the enrichment opportunities that the PTA provides for our students to our schools goals on the CSIP or Continuous School Improvement Plan.
- We are currently looking into it and are open to your suggestions. I believe that we are looking for one common vision for Lawton School that incorporates both a rigorous academic program with arts instruction that supports instruction and self-esteem building for our students. This is a bigger conversation that I plan on

tackling after the CAS Team finishes in March.

- MAP testing is going so smoothly because we hired Annette Godon as an hourly Test Proctor and she is in charge of attendance and scheduling make ups and time for students to finish their test.
- I am working with the staff on the fund-an-item. Presently we do not have consensus on one item, but we will by early February. Kirsten has helped me with some parameters and deadlines.
- You may want to invite Lily Ulmer to a future PTA meeting to discuss the new School Fusion website. She is very excited about many of its features and she believes that it will significantly enhance communication between teachers and families and she mentioned that the PTA would find it useful."

Volunteer Coordinator's Report –

Updates: Helen was unable to attend the meeting, so Melissa provided the following updates:

- Helen has completed 203 background checks, and has reports for all volunteers. She is double-checking that after-school program providers and others are all checked out too.
- She is using a locked filing system per District guidelines.
- The volunteer database has been set up. Helen is working to enter information.
- Helen has completed some tutor training and is in the process of creating a training manual.
- She has filled most of our needs for math and literacy tutors before-, after-, and during school.
- All of the MAP testing shifts are filled.

Upcoming: Helen is going to attend all-city tutor training at Cleveland High School, and is currently working with teachers on World Cultures.

Successful Schools in Action –

Lisa Moore from Successful Schools in Action (SSIA) came to the meeting to discuss SSIA's activities and fundraising needs.

History and Purpose: SSIA started eight years ago as a grassroots effort by parents in Queen Anne and Magnolia to provide support for school/community collaboration and joint programming among schools. SSIA offers programs that schools couldn't otherwise, and works closely with schools to identify funding and programming gaps. Specific initiatives include:

- Academic support/tutoring programs at cluster schools.
- A summer school program will be piloted in 2011. It will happen in June/July, run for 4 or 5 weeks (4 or 5 days per week), likely at Coe or Hay. This program will target "level 2" kids: those who are not at grade level, but are not receiving services through the District (see below for more details).
- 4th and 5th grade debate.
- Arts enrichment.
- Arts-oriented midwinter/spring break camps, which pair elementary school students with students from the Center School (an arts enrichment high school).
- "SSIA Presents:" A series of talks on different topics of interest to parents.
- On February 2, SSIA will present an Everyday Math workshop for parents. This event will be led by teachers from the cluster schools, and will be held at Blaine from 7:00-8:30. Cost is \$15 per person.
- Future events will include Writers Workshop for parents and Readers Workshop for parents.
- SSIA runs transitioning workshops (informal conversations) for incoming middle school families, and will be adding these for incoming high school families.
- SSIA is working with other organizations to coordinate services across schools. Currently there are about 500 organizations working with SPS students, and little coordination.

Fundraising Request: SSIA spends about \$2,630 per year for tutoring at Lawton. Individual school contributions provide a portion of SSIA's funding. Lawton has budgeted a \$750 contribution for this year. Lisa is asking cluster schools to consider sponsoring a table at this year's SSIA breakfast for \$1,250.

SSIA Breakfast Details: The breakfast will be held on February 15 at the First Free Methodist Church near SPU. The featured speaker will be Ben Klasky, the executive director of Islandwood. There is no ticket price for the event, but the suggested donation is \$150 per person.

Summer School Details: SSIA's summer school program will serve incoming 3rd and 4th graders. There will be 12-14 students with one teacher and one IA. There will be reading and math in the AM; full-day options will be provided by Kids' Club (if at Hay) or Boys' and Girls' Club (if at Coe). The cost for participants will be around \$400 for a four-week session. This should cover costs, assuming that about 25% will be on scholarship. There will be no transportation. Schools will send lists of students, and then SSIA will survey families about their interest and financial need.

Discussion: After Lisa left, we discussed whether to sponsor a table at the SSIA breakfast. We also discussed who would sit at the table. We decided that we should support SSIA, and that Christine should have input on the composition of the table. We have already allocated \$750 for SSIA in our outreach line item. We have \$750 left in the legislative line item, and no upcoming expenses in this area.

- **VOTE:** A motion was made and seconded to decrease the legislative line item by \$500, and to increase the outreach line item by \$500 so that we can sponsor a table at the SSIA breakfast. Motion passed. (7 votes in favor).

Michelle will contact Lisa to let her know that we have decided to sponsor a table. Michelle, Kimball, and Lisa Blau are interested in attending. Christine will also sit at our table. We will ask Christine for input on the other four people who sit at the table.

President's Report –

PTA General Meeting: The general meeting has been moved to February 1. The presenter will be Amy Lang. There isn't much PTA business, but Kirsten would like to have some time to promote the auction. We will have posters, and send home announcements via KidMail and room parents.

PTA Board Nominating Committee: We will need to vote on the nominating committee for next year's PTA Board at the general meeting. The nominating committee should consist of at least three members and two alternates. It is okay for current Board members to serve on the nominating committee, and for nominees to serve of the committee. We discussed how we should recruit the committee, and who should serve. Although we agreed that current Board members might be needed, we also felt that the nominating committee is a good way to start recruiting new

people, and that it would be desirable to get parents of early-grade students to participate.

- We have until February 1 to come up with a slate.
- Lisa, Kimball, and Sarah all expressed a willingness to serve on the committee if necessary.
- Kimball agreed to send an e-mail asking for volunteers.¹

Vice-Presidents' Report –

Math Night: Math night is ready to go, thanks to Rene Rosenfeldt.

Bingo Night: Bingo night is scheduled for March 17.

Kindergarten Tours: Dates have been posted, and Room Parents will be asking for volunteers soon.

Treasurer's Report –

Ongoing Fundraisers: We have received \$300 from Box Tops, and nothing so far from Thriftway receipts.

Christmas Tree Sale: The sale came in a little under budget. We will reevaluate all fundraisers during our budget process in March. This sale still did well, and provided a needed influx of money in December.

Spring Fundraiser:

- Procurement is going well. Diana is getting great stuff.
- Kimberlee Ely is handling sponsorship.
- The staff is working on the Make-a-Difference ask. We discussed whether we should try to raise \$20,000 for classroom libraries, or whether a smaller amount might be better. We want to be sure to raise enough money for our general fund, and there is uncertainty about how much people will give.

Meeting Adjourned 1:40 PM

¹ After the meeting, we decided by e-mail that a general ask would not be the best way to assemble a committee. Instead, Kimball suggested that all Board members ask three people personally.

Minutes respectfully submitted by
Sarah Terry
Recording Secretary
January 24, 2011
Approved February 9, 2011