

**Lawton Elementary PTA
Board Meeting Minutes
March 9, 2011, 9:15 AM
PTA Meeting Room**

In Attendance: Lisa Blau, Melissa Denke, Kirsten Dumo, Michelle Gonzalez, Nina Graff, Elaine McNabb, Kimball Mullins, Sarah Terry, Christine Helm

Vice President's Report -

Bingo Night: Nina reported that Bingo night will be held on Thursday, March 17. The theme will be Pot o' Gold for St. Patrick's Day. We approved a higher budget for the event (see March 1 E-mail vote). Deana Metteer will be asking for Bingo night volunteers soon.

Enrichment Committee: Lisa Reeves will be leaving at the end of the year, and we will need a new co-chair, assuming Elizabeth Hester wants to continue. Two very capable parents have already expressed interest in this position.

Book Fairs: Jeanne Bremer will not be able to chair the April Book Fair. We need to solicit a volunteer in the newsletter. The book fair will take place the week of April 11-14, and will coincide with the Science Fair. Potential volunteers should contact Elaine if interested.

Auction Update: Kirsten reported that 120 people have RSVP'd for the auction. We have been aiming for 200-220.

- The RSVP deadline was Monday, but has been extended to Friday. Apparently, it is not unusual for RSVPs to come in later.
- Highlights of live auction items were posted in the newsletter.
- We should encourage people to bring family and friends, or to bid on their behalf.
- There are a lot of high-end items available. Hopefully there will be people who are able to bid on them.
- A question was raised about advance, online bidding. Kirsten feels we don't have the manpower to take this on,

especially given that the kind of items that might be suitable for this tend to be of lower value.

- We need a new chair next year, or at the very least a co-chair. If we can't find someone, we need to reevaluate our ability to hold a fundraiser of this magnitude, and therefore sustain programs at their current levels.
- In the past, we have had a lot of money that carried over from previous years. We may not have this in the future.

Nominating Committee Update: Sarah reported that the committee had met, and that the call for volunteers had gone out in the newsletter today. The committee will also do personal outreach to potential candidates if the newsletter announcement doesn't generate enough interest.

- The committee will present a slate at the April Board meeting. The Board does not need to vote on the slate.
- The April Board meeting will be held on April 8. We changed meetings to the 2nd Friday of the month for April and May.
- The slate will be presented to the general membership on or before April 11, per the WSPTA bylaws. The slate is approved by the membership at the April 26 general meeting.

Principal's Report -

School Budget Update: Christine provided preliminary information on next year's school budget.

- Our discretionary funding will be cut by approximately \$20,000.
- We will have three 5th grade classes, so will gain a teaching position. We may hire a 5th grade teacher, or move people around and hire at another grade level.
- Other grades are projected as follows: 3.5 Kindergartens, 2.5 1st grades, 3 2nd grades, 3 3rd grades, and 3 4th grades.
- We were initially budgeted for a 3rd/4th grade split, but Christine applied for a waiver. A K/1st grade split seems likely at this point. Splits are partly necessitated by the teacher contract, which limits classes to 28 students. More than 28 in a class would require extra compensation for the teacher.

- We will lose our counselor as part of the district-wide elimination of funding for elementary school counselor positions.
- Our enrollment is currently projected to be 459 students, which is typical for this time of year. More than 450 students will trigger the placement of an assistant principal. Someone would likely be brought in by the district rather than chosen by us. In the past, our enrollment has dropped below the 450-student threshold before the budget is finalized.
- We will maintain 2.5 PCP (PE, music, and .5 library), though PE time per student may decrease to accommodate the extra class.
- We will retain our 0.5 certificated core funding, which we currently use to have Kathy Dial teach math groups.
- We will have about \$41,900 in discretionary funding. Christine's priorities for this money are: tutoring by recess supervisors during the school day and supplies. It is unlikely that we will have money for professional development.

Cluster Grouping Professional Development: The author of the *Cluster Grouping Handbook*, Dina Brulles, will be coming on the March 18 professional development day to do professional development with the staff on how to meet the needs of advanced learners under different grouping schemes.

Cluster Grouping: A board member asked about the resolution of the CAS Team discussions of cluster grouping. Christine confirmed that a decision has not yet been made, and that the decision would ultimately rest with Drs. Enfield and Vaughan and the Advanced Learning Department. The staff is discussing the matter today. Christine is hoping that there will be a community meeting on March 15 from 5:00 to 6:00 PM. A couple of Board members expressed a desire for this issue to be settled so that the school can move forward. Christine agreed that it has been extremely divisive, and has had a negative impact on the school as a whole.

President's Report -

Re-Teach/Homework Club: It appears that the Re-Teach program will run out of money before the end of the school year. Apparently, the program has been scaled back, effective this week, and will proceed with only one certificated teacher and volunteers from Ballard High School after Spring Break. It is unclear what will happen after that, but it seems likely that PTA will be approached for additional funding. We discussed several issues:

- The program was over budget last year also. In response, we increased the allotment from \$5,000 to \$7,500 this year.
- The program is over budget in part because the pay rate has been standardized (per the collective bargaining agreement) and in part because we need to add 11% to [hourly employee wages](#), and 18.71% to [certificated wages](#) in order to cover FICA, workers' comp., etc. The total cost per teacher-hour is \$41.50.
- The school is going to cover the additional 11% this year, since it wasn't part of our original budgeting.
- The program costs \$441 per week, and serves 34 students.
- In the future, we would like to hold the line on the Re-Teach budget, and ask that the school manage the funds in such a way that they last all year. We discussed whether and to what extent PTA should have oversight of how this is accomplished, but did not come to any resolution.
- We do not have complete accounting information at this point. We decided to table the issue until we have a specific ask.

2011-2012 PTA Budget Process and Schedule: Our April Board meeting on April 8 will be primarily devoted to the budget.

- We need to schedule a meeting before that to discuss priorities. We decided to meet on Friday, April 1 at 9:30 AM at Michelle's house.
- Prior to the April 1 meeting, Michelle and Melissa will try to get more specific information on the school support ask from Christine, and Elaine will have recommendations related to fundraising (what we should continue, do we have volunteers, etc.).
- Kirsten will come up with a budget framework based on these priorities after the preliminary meeting.

Focus Day Report: Michelle went to Olympia for Focus Day on February 21. She and Ramona Hattendorf met with Rep. Reuven Carlyle to talk about basic education funding. Overall, Lawton was well represented. Kimball asked if we should put links to legislators' e-mail in the newsletter. We agreed that was a good idea.

Teacher on medical leave: We decided that PTA should send an Amazon Fresh gift card for \$100. It can come out of the community outreach line item in the budget.

Meeting Adjourned 11:45 PM

Minutes respectfully submitted by
Sarah Terry
Recording Secretary
March 15, 2011
Revised March 16, 2011