

**Lawton Elementary PTA  
Board Budget Meeting Minutes  
April 1, 2011, 9:30 AM  
Gonzalez Residence**

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

**Auction Recap:** About 145 people attended the auction. It appears to have grossed approximately \$125,000, including sponsorships, ticket sales, and pre-event donations. The net may be in the area of \$105,000. The wine wall and the parties and events did particularly well. Kirsten has gotten positive feedback about the auctioneer, venue, etc.

**School Discretionary:** Kimball, Kirsten, and Lisa met with Christine to talk about the school discretionary and the school's ask to the PTA.

- The budget that Christine submitted to the district included the full cost of tutors and a portion of playground supervision that overlaps with the amount requested from PTA. PTA cannot fund the portion of these that are already funded in the school budget. Her request to the district may need to be revised and/or funds re-allocated for us to be able to fund them as requested.
- The next priority item is the second lunch/recess/tutor position.
- We need more specific proposals to go forward with funding professional development and ReTeach.
- Neither supplies nor the counselor position are things that PTA generally funds.
- Based on the information from Christine, we can fund playground supervision, classroom site licenses, the volunteer coordinator, computer/tech maintenance, and stipends (crossing guard, tech maintenance, music performance, and SIT manager).
- Christine would like us to **match** all stipends in their entirety (or none).

- **VOTE:** A motion was made and seconded to increase the Volunteer Coordinator line item in this year's budget by \$947.72 so that Helen can stay until the end of the year. Motion passed (7 votes in favor; 1 abstain).

**Grant-a-Wish:** We have about \$36,000 that we should spend this year on Grant-a-Wish. Kirsten passed out a draft version of the grant application that she would like to circulate to teachers. Ideally the application will go out in the next couple of days, so that we can approve a round of requests at next Friday's Board meeting.

- We recommended adding an indication of the total amount that we have to spend so that teachers can scale their requests appropriately.
- We also decided to add some language encouraging teachers to work together on larger requests.
- In addition to individual teachers and staff, Christine may submit a request for the school as a whole.
- Kirsten also recommended that we increase the teacher grant line item in next year's budget to \$300.

- **VOTE:** A motion was made and seconded to move forward with the Grant-a-Wish program as presented with the above revisions to the application. Motion passed (8 votes in favor).

**PTA Convention:** Lisa is able to attend the PTA convention at the end of April. We only have about \$20 remaining in the Education/PTA Workshop line item.

- **VOTE:** A motion was made and seconded to increase the Education/PTA Workshop line item \$150 so Lisa can register for the PTA convention. Motion passed (8 votes in favor).

**Fundraising Report:** Elaine passed out a proposed 2011-2012 Fundraising Budget (see attached).

- Both the Move-a-Thon and the Auction performed better than expected this year. Next year's projections are more conservative.

- Elaine recommends getting rid of smaller fundraisers (Brown Bear, Thriftway, Box Tops, Chinook Books) because they don't earn much and stretch our volunteers too thin.
- We discussed continuing with Thriftway receipts, but having a Board member deal with it.
- Elaine recommends that we reevaluate Mabel's Labels and ReUsies. We should consider cancelling them completely or running them as passive fundraisers.
- Elaine recommends adding wreaths to the Christmas Tree Sale. They can be preordered and could do well.
- Elaine has asked Christine for updates to the Innisbrook supply lists. The company has offered us a bigger discount (10% from 5%). The company also offers gift wrap, which we could use as a replacement for Sally Foster. If we do this, we could do a push in the fall, then sell it as passive fundraiser all year. We could also consider charging parents more to increase income.
- We can continue to look at e-scrip options. It isn't clear how this would work.
- We can also investigate a gardening fundraiser (bulbs and/or seeds). The timing of this could be a problem, as fall is already a busy time in terms of fundraisers.

**Other Budget Notes:** In addition to the school ask (pending), Kirsten has the following estimates for 2011-2012.

- Enrichment: \$34,565
- PE: \$4,524
- Playground Equipment: \$900
- Music: pending, probably around \$5,000
- Teacher Grants: \$8,250 (from \$7,250; increase takes into account the increased amount per FTE and the additional FTE)
- Library: pending, probably around \$2,000.

**Meeting Adjourned 12:45 PM**

Minutes respectfully submitted by

Sarah Terry

Recording Secretary

April 2, 2011

Revised April 7, 2011