

Attendance: Dr. Gerrans (non-voting), Lisa Blau, Amy Tucci Webert, Kathy Johnson, Diane Deen (non-voting), Christine McHugh, Anson Fatland, Kimberlee Ely, Kelly Fulks, Kelly Esterberg, Elizabeth Hester, Cheryl Parks, Carrie Wheeler (non-voting), Sarah Terry (non-voting), Krista Kelly (non-voting), Connie Olson (non-voting)

1) General Business

- i. Approve Minutes from 3/8/13 PTA Board Meeting (Motion by Anson, second Kelly Esterberg, approved by all other voting members in attendance)
- ii. Financial Report: Lisa Blau
  1. Direct drive matching brought up to \$89,000 and last batch of credit cards is at \$7000.
  2. Auction parties includes roller-a-rama totals
  3. Math night check for \$89 for games purchased received
  4. Bingo Night (Spring evening event) was under budget
  5. Yearbooks names turned over to Mollie Mills and will send out notices/flyer to those that have not ordered. Lisa Blau to provide list of parents purchased.
  6. PTA Program Tuition Assistance spent for the year
  7. Sandwich grant money came in and will be in roll-over for next year if not spent
  8. Bank fees for credit cards putting it in expenses for the Direct Drive
  9. Spent remaining of community outreach budget (Outreach pass thru)
  10. Kindergarten tours over \$20
  11. Commons fund: \$618.54, Can this go towards the risers? Yes
- iii. General Topics/Updates:
  1. Nominating Committee Update – Kathy Johnson/Cheryl Parks/Kimberlee Ely
    - a. Nominating Committee places a single slate at the General PTA Meeting on Wednesday (4/24/13) with only one nominee for each position.
      - i. General Membership can nominate additional individuals at the General PTA Meeting
    - b. Treasurer: Katie Price, availability and presence at the school necessary for this role
    - c. VP: Lisa Blau, Cheryl Parks
    - d. Staff Liaison: Lily Ulmer
    - e. Co-President: Carrie Wheeler

- f. Motion to approve current slate (Motion by Kelly Esterberg, second Kimberlee Ely, approved by all other voting members in attendance)
- 2) March Event Report Out/ March-May Event Planning
  - a. Bingo Night 3/14
    - i. Approximately 100 people in attendance
    - ii. Purchased more food than necessary for event
  - b. Lawton LOVE Science
    - i. Science fair will be in May 30th (not next Thursday as printed on the calendar)
    - ii. Science Week next week 4/9 - 12
  - c. 5/3-4 Spring Gala – May 4<sup>th</sup>
    - i. Connie Olson did graphics for tickets
      - 1. Needs official event name for consistency
        - a. Lawton Elementary Spring Fiesta
      - 2. Needs access to PayPal for Brown Paper Tickets
      - 3. General admission \$25
      - 4. Staff admission \$15
      - 5. Cash or debit card for drinks
      - 6. Decorations will be classic piñata/sombreros/streamers, preference piñata
      - 7. Food truck will not be at event
      - 8. Uber cab availability and cars can be left overnight
        - a. <https://www.uber.com/go/GNSEA318>
      - 9. Batch will provide all alcohol
        - a. Lime margaritas over ice
        - b. Full alcohol bar (well drinks)
        - c. Red or white sangria
        - d. Wine
        - e. Tecate beer in a can
        - f. Micro-Brew kegs
        - g. Bottles of water
      - 10. Special Event license purchased

11. We need to provide plates, website suggestion: smarty had a party
  - a. <http://www.smartyhadaparty.com>
12. El Ranchon to provide food and platters
13. No glass allowed at facility
14. Jani & Kari gave a list of parties/experiences
15. Art Docents will tour and get a lay of the land next Tuesday
  - a. Kids art will be on display
16. Auctioneer volunteer needed
17. Need volunteers to decorate, cleanup, and at the event
18. Basket for each grade level, still need a third grade volunteer
  - a. Value range \$500 - \$5000
  - b. Contact donations from all families in each grade
  - c. Theme selected by grade
  - d. \$5 ticket raffle for each basket and select which basket ticket will go towards
19. Cap on people, 300 is the limit and if we get close to that amount, inform the PTA board
  - a. Count individuals at door

### 3) Topics for Discussion

- a. Money from Spring Gala could be earmarked, but then cannot be used for other purposes.
  - i. Library improvements important to staff
  - ii. Projectors in classrooms important to staff
  - iii. \$15,000 improvements in library and \$15,000 in classroom improvements wanted
  - iv. 2 separate issues – communicating what money is going towards and how do we advertise this
    1. Money does not need to be approved at PTA General Meeting
    2. School priority fund as budget line item money raised will go towards
    3. Motion to have money raised go towards the budget line item School/PTA Priority Fund (Motion by Kelly Fulks, second Kimberlee Ely, approved by all other voting members in attendance)
- b. Direct Drive
  - i. Connie Olson to run next year's Direct Drive
  - ii. Decision for the Direct Drive to continue for entire month

### 4) PTA Budget Discussion

- a. General PTA Meeting 4/25
  - i. Slate
  - ii. Budget
  - iii. Speakers – Birds and Bees suggestion
- b. Budget Proposal
  - i. Motion to approve suggested budget to present at the General PTA Meeting on 4/24/13, Wednesday (Motion by Kimberlee Ely, second Kelly Fulks, approved by all other voting members in attendance)
  - ii. Fundraising Events/Direct Revenue Sources**
    - 1. Direct drive and Spring Fundraiser ask increased
    - 2. Suggestion to keep Spring Fundraiser as a social
      - a. Suggestion to change name to Spring Social, decided to call it Spring Fundraiser because of Move-A-Thon removal
      - b. Future Spring Socials/Fundraisers to include:
        - i. Classroom Projects
        - ii. Silent Auction
        - iii. Auction Parties
        - iv. Experiences
        - v. Parking Spots
    - 3. If we raised all money necessary for Direct Drive, than we do not have a Spring Social could still be messaging
    - 4. Any amount more than \$125,000 would decrease our need from Spring Social
    - 5. Board agreed with ask of \$125,000 for Direct Drive
    - 6. Removed Move-A-Thon
    - 7. Will plan additional auction parties for Fall to include kindergarten families/new families and families can sign-up at Back to School Bash
  - iii. Lawton Community Events/Programs**
    - 1. Evening Event – Spring Festival is Bingo event
    - 2. Evening Event – Fall Festival is Fall Dance
    - 3. Only change for Lawton Community Events/Programs is add \$500 to Back to School Bash
  - iv. School Support Request (Additional Overhead Expenses)**

1. Classroom Site Licenses increase from last year
2. Staff Community Building new line item
3. Correct amounts for Crossing Guard Stipend, \$1478
4. Correct amount for Music Performance Stipend, \$1256
5. Correct amount for SIT Manager Stipend, \$2155
6. Remove Tech Maintenance Stipend line item
7. Remove Technology Fund line item

**v. Additional School Support**

1. Teacher Stipends providers \$300 per certified teacher includes Specialists/prorated by FTE
2. Fifth Grade Camp Support increased by \$500
3. New line item for Classroom Magazine, \$2700
4. Request made for PE/Music/Library amounts to be \$4000 each
  - a. Decision made to change amount provided for Music Program Maintenance and PE Program – Gym Equipment \$4250 each
  - b. Decision to change amount provided to \$3500 for Library, library fundraising provides additional funding

**vi. Enrichment**

1. 5<sup>th</sup> grade Performing Arts Experience will be added as a placeholder line item in the budget, no funds are currently provided

**vii. Other PTA Expenses**

1. Doing Business Day, added \$700
2. Fifth Grade Camp Support, increase by \$500
3. Community Events – Kindergarten Popsicles, increase \$100