

PACE at Lockwood

Board & Committee Meeting

7:30-8:30pm

Tuesday September 19, 2017

Conference Room, Lockwood Elementary

Executive Attendance:

Kristin Christensen, President

Andrea Barnes, Vice-President

Lisa Gustin, Registrar

Jim Misener, Treasurer

Esther Lee, Secretary

President Kristin Christensen opens meeting at 7:36 pm.

WELCOME

- Mission Statement

OUTDOOR ED Jaime LeDoux

- More info in the Wed folder and gear drop off starts 9/20/17

PRINCIPAL AND TEACHER REPORTS

- Principal Keeler provided traffic updates. May need to contact Snohomish County sheriff for after school traffic. No LSO for 5th grade.
- Shirley Parrott shared that Spanish will start in mid-Oct.

APPROVALS/ACTION ITEMS/UPDATES

- August Meeting (8/17/2017) Minutes. Jim Misener moves a motion to approve, Nicolle Hill seconds the motion. Motion is passed unanimously.
- Andrea Barnes. Board and Committee and Members recognize Andrea Barnes as vice-president.
- Board Structure and Handbook. Timeline for re-structuring/editing Board positions and Handbook. Discussion to move votes from Communications to Enrichment and have fewer board members but have committees to provide support for the board.
- Record and Document Management. Want to centralize information, looking into Google Drive.

TREASURER REPORTS – Jim Misener

- Mentoring. Will need to add line item for next year's budget (2018-19), approximately \$75-100.
- Financial Protocols and Forms. Reviewed protocol and different forms.
- PT Avenue fees. Renewal fee is due in Nov but agreed to decide about renewing via email since the next meeting is after Nov.

COMMITTEE REPORTS

- Fundraising – Aanya Lee. Raised \$71 from Uncle Peteza. Charleston Wrap starts 9/27/17.
- Mini Units – Andrea Pintacura for Hilary Aragon. Dates set 11/7-8/17 and 3/8-9/18.
- Mentoring – Nicolle Hill and Jessica Read. Discussed upcoming events and monthly follow ups.
- PTA – Cathy Biestek. Ice cream social was successful with quiet corner. Still need lots of participation. Enrichment has gone out. Still need fundraising to support teachers, school, etc.

President closes meeting at 8:38pm.

Submitted by your PACE secretary, Esther Lee.