SKCEE PTA Meeting Agenda
OCTOBER 8, 2026

Call to Order

- The Stephen Knight Center for Early Education PTA's October general meeting was called to order at 5:01 PM by Lauren Busch (President). The minutes were recorded by Kate Sansing (Co-Secretary).

Welcome - Lauren Busch

- **Field Trips:** Two PTA-funded field trips have been scheduled with Cleo Parker Robinson Dance. All students will participate in an onsite jazz/hip-hop class and assembly on November 4. ECE-4 and kindergarten students will attend an offsite field trip in March.
- **Pumpkin Decorating**: Motion approved for PTA to fund purchasing pumpkins for students to decorate.
- **Thanksgiving Lunch**: The school will host Thanksgiving lunch on November 12, featuring traditional Thanksgiving foods. Families may send an alternative meal for their children. Kindergarten students will eat in the cafeteria; ECE-3 and ECE-4 students will eat in their classrooms. Additional details will be shared through the PTA and Principal Shelley's newsletters.

VP Update - Emily Crew

- **Classroom Baskets**: Classroom baskets for the Scamper Silent Auction are due October 15 and room parents are welcome to deliver them earlier. Tiffani Sanborn offered assistance to any room parents who need help completing their baskets.

CSC Update - Abbie Foust

- The Collaborative School Committee (CSC) brings parents, teachers and community members together to provide input on school priorities, vote on the budget, and identify and discuss opportunities to support the SKCEE community. Abbie reported that the CSC held its first meeting of the school year and is seeking additional members to ensure the committee reflects the diversity of the SKCEE student body and families.

Hospitality Update - Tiffani Samborn

- **Stock the Lounge**: Results exceeded expectations, with approximately $1500 raised. Additional fundraising requests will be paused while existing funds are used to purchase staff lounge supplies from bulk retailers such as Costco.
- **Halloween Candy**: Families will be invited to donate leftover Halloween candy for the staff lounge.
- **Lunch for Parent-Teacher Conference Day**: Per Principal Shelley's request, the PTA will be funding and providing lunch for staff on October 12 during the Parent-Teacher conferences.
- **Additional Suggestions**: A parent suggested including an ice cream truck at a future student event and offered to connect the PTA with a vendor he knows who is willing to subsidize part of the cost; he suggested tickets might also be sold for the ice cream truck. Another parent suggested surveying teachers about their preferred staff lounge snacks and beverages.

Treasurer Update - Liz Plost

- **Membership:** PTA membership is at 41 members, the highest level Liz has seen during her time at SKCEE.
- **Fall Picnic Budget**: The Fall Picnic came in slightly under budget for pizza and t-shirts. The bounce castle was an additional expense not included in the original budget but was well received and likely will be included again next year.
- **Fall Picnic Feedback and Suggestions:** One parent suggested purchasing mats for the bounce house at future events. Another parent recommended soliciting feedback from families about the Fall Picnic. A parent also suggested creating designated classroom gathering areas with signs to help families from the same classroom connect. Another parent proposed having students from different classrooms decorate furniture or other objects that could potentially auctioned as a fundraiser. Lauren suggested consulting Ms. Cookie about the last idea.

Scamper Update - Emily Crew/ Lauren Busch

- **Fundraising Progress**: More than 10% of Scamper fundraising goal has been already raised through runner pledges for the Fun Run. Over 100 silent auction items have been listed, with approximately 40 additional items expected. Classroom baskets and Teacher Treasures are also progressing well.
- **Fun Run**: The classroom running schedule will be shared in the upcoming PTA newsletter.
- **Auction Items**: Additional donations still being sought, particularly for popular items such as sporting event tickets and vacation home stays. A parent suggested making the "Principal for an Hour" experience easier to locate on the auction website. Lauren recommended using the website's filtering feature to find any items of interest. Teacher Treasures are expected to be especially popular items. Regarding communications, Kindergarten teacher Ms. Leslie offered that teachers could help with communications about the auction or anything else by sending information out directly to their classes.
- **Teacher Treasures – Parent Discussion:** Several parents raised concerns about the inclusivity of Teacher Treasure experiences, which are offered through the silent auction with a limited number of student spots. Parents expressed concern that students whose families cannot afford these experiences may feel excluded, and they encouraged the PTA to consider more inclusive alternatives. Lauren explained that Teacher Treasures have historically been some of SKCEE's most successful fundraising opportunities, with teachers volunteering their time to provide special experiences for students. Participating teachers determine the activities they offer as well as the number of students they are comfortable accommodating. She noted that previous efforts to broaden participation in these experiences resulted in less fundraising revenue. The discussion also addressed logistical challenges associated with expanding these experiences to entire classrooms, including transportation. Lauren acknowledged the concerns and emphasized that proceeds from the silent auction benefit the entire SKCEE student body.

  Several parents made suggestions in response to these concerns, including making any unfilled spots available on a first-come, first-served basis and exploring alternative approaches to future fundraising activities. Parents also proposed forming an auction committee or a broader inclusion committee. Abbie Foust noted that the Collaborative School Committee (CSC) provides an existing forum for discussing schoolwide inclusion and offered to collect contact information from interested parents to facilitate further conversations.

Dine Out Update - Carly Keating

- **Tia's Taqueria:** The September Dine Out event raised approximately $300 for SKCEE. Thanks were extended to all who participated.
- **Upcoming Dine Out:** The Waldo's Chicken & Beer fundraiser has been rescheduled to October 22.

Events - Gillian Deck

- **Fall Picnic:** The event was well attended, with the bounce castle especially popular. Gillian notes that pizza quantities may be adjusted for next year's event.

WeeCyle/ SKCEE- Lauren Busch

- **Diaper Drive:** SKCEE will partner with WeeCycle for a diaper donation drive during the week of October 12. Donated diapers will first be made available to SKCEE families, with remaining donations going to WeeCycle.

School Tours- Lauren Busch

- **School Tours:** Mary Beth and Molly will begin conducting school tours for prospective families. Additional volunteers are needed to assist with kindergarten tours, and interested parents are encouraged to sign-up.

- **Kindergarten Transition:** Lauren encouraged kindergarten families to strongly consider continuing at Cory Elementary for first grade and discussed the importance of retaining students as they transition from SKCEE to Cory. She also noted that many students establish friendships during kindergarten, and continuing at Cory allows them to maintain those relationships as they enter first grade, rather than adjusting to both a new school and a new group of classmates.

Beautification Committee- Lauryn Leslie

- Lauren discussed opportunities for parents to assist with school beautification projects, including displaying student artwork. Parents interested in participating or suggesting additional projects are encouraged to get involved.

Teacher Grants - Lauren Busch
Lauren presented the following grant requests:

- Couch: Motion approved to fund grant request for a $279 couch for Ms. Kurtz's classroom.
- Construction Platform: Motion approved to fund grant request for a $475 construction platform for Ms. Michelle's classroom.
- Classroom Rug: Motion approved to fund grant request for a $400 classroom area rug with designated squares for each student for Ms. Leslie's classroom.
- Sand Table: Motion approved to fund grant request for a $493 sand table with accessories for sifting and sorting for Ms. Nicole's classroom.
- Approval Process: Lauren noted that the PTA Board has authority to approve expenditures under $500 but prefers to bring these requests to general PTA meetings for visibility and discussion.

Add'l Treasurer update - Liz Plost

- Bank Account Access: Motion approved for PTA Board Member Tiffani Sanborn to be added to the PTA bank account and issued a debit card to facilitate purchases for hospitality initiatives.
- Removal of Account Access: Motion approved to remove Lauren Q. (former PTA Board Member) from the PTA bank account.

Adjournment: The meeting was adjourned at approximately 5:48 PM..

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