



LCTA PTA Executive Board Meeting

- **Date:** 10/07/2025
- **Time:** 7:00 – 8:25 PM
- **Location:** Zoom

Meeting Minutes

Board/Committee	Topic	Time	Presenter	Notes
President	● Government Shutdown Family Resources ● PTAC invites all ACPS Families to the Community Budget Forum ● LCTA Book Fair Success! ● Walk and Roll to School - 10/8	10 min	Paige Guthrie	The meeting covered several key topics, including resources for families impacted by the government shutdown, such as free mental health services through Hazel Health and reduced lunch services for furloughed families. The group discussed the upcoming Community Budget Forum, encouraging ACPS families to participate in deciding how to allocate funds for FY27. The LCTA book fair was praised for its success, with record breaking sales and nearly \$900 spent so that every student received a book. The group discussed postponing the walk and roll event, but decided to brave the rain. The PTA had planned to showcase new spirit wear merchandise during the walk and roll event, though this would also be postponed due to the weather. Action Items: ● N/A

Treasurer	Treasurer's Monthly Budget Report	25 min	Mike Detomo	The PTA reviewed their budget report, which showed \$15,000 in total income against a \$52,000 target, with \$4,737 raised from Just Because and \$500 from neighborhood businesses so far. Mike explained that while they are below target, the book fair exceeded expectations with \$16,000 in sales, generating \$8,000 in Scholastic dollars that could cover the \$1,500 budgeted for the book machine. The PTA has a net gain of \$3,000 so far this year, with potential adjustments needed for fall events including the Fall Festival, yearbook, and teacher luncheons, while field trips may be fully funded by the PTA in the second half of the year. The group discussed adding some fundraising strategies to the Fall Festival, particularly regarding business donations and a potential auction. They agreed to accept any in-kind donations, including services, which might be auctioned off during the Fall Festival. Action Items: N/A
Secretary	Minutes Approval	5 min	Jenn Ring	Minutes were unanimously approved Action Items: N/A
Fundraising	- Just Because Fundraiser - General Fundraising Update	5 min	Elle Sawyer	The PTA discussed fundraising strategies, with a focus on managing earmarked donations and budget allocation. Mike explained that while earmarked donations require strict adherence to their intended purpose, general donations offer more flexibility for the PTA to allocate funds where needed most. Elle and Casey were acknowledged for their efforts in reaching out to businesses for donations, noting that while contributions have been reduced this year due to economic challenges, the PTA will continue to pursue additional funding sources if needed. Action Items: All - Keep reminding families to support the Just Because Fundraiser
Community Spirit	- Teacher Appreciation - Unity Day - 10/22 - Dia de los Muertos - 11/1	10 min	Sapna Patel Duchesne / Casey Shaw	The group discussed the year's approach regarding teacher appreciation, including Parent-Teacher Conference Day. Unity Day is on October 22nd and is a school-led event. The group also

				reviewed the past celebration of Dia de los Muertos, and discussed plans for upcoming events like Chinese New Year and Halloween. Action Items: • Paige - Consult with Ms. Burkart re: expectations for Parent-Teacher Conference Day • Sapna - Follow up with Haydel for a plan for Dia de los Muertos • Casey - Share pictures of recent staff appreciation events for Facebook and eROAR.
Reflections	• Reflections Update - Deadline 10/30	10 min	Lauren Hayes	The Reflections Committee discussed the upcoming PTA art and creativity competition, which has a theme of "I Belong" across six categories including dance, visual arts, photography, and music composition. The committee is still finalizing details about whether to hold an in-person awards ceremony or an art show, with Victoria noting that previous ceremonies faced challenges due to time constraints and certificate distribution. Kendra raised a concern about last year's late notification from ACPS about city-level winners, which caused scheduling conflicts with other events, and Lauren agreed to investigate this issue. Action Items: • Lauren/Diana - Confirm if and how the award celebration will take place at the school level.
Spirit Wear	• Spirit Wear Update - 10/29	5 min	Sheree Bannister	Sheree presented the new spirit wear options, noting that samples were slightly smaller than expected, and discussed the ordering process. Action Items: • All - Spread the word about sizing (order up, if in doubt).
Lion Fall Festival	• Lion Fall Festival Update - 10/24	10 min	Ashley Williams	Ashley provided details on the upcoming Fall Festival, including a carnival theme, games, and food, and requested volunteers. Action Items: • Ashley - Work with Lori to make a SignUpGenius for parent volunteers
IDEA	• Ruby Bridges Walk to School Day - 11/14 • Special Education Committee Update	5 min	Brianna Harvey / Elizabeth Lee	Elizabeth shared plans for Ruby Bridges Day on November 14th, including a walk, assembly, and art activities. Brianna reported on efforts to engage special education parents and gather their input. Action Items: • N/A

Meeting Attendance

Name	Role	Present	Absent
Paige Guthrie	President	X	
Lori Ruiz	VP, Communications; Lovelines Chair	X	
Sapna Patel Duchesne	VP, Community Spirit	X	
Casey Shaw	VP, Community Spirit	X	
Tiffany Dixon	VP, Operations	X	
Elle Sawyer	VP, Fundraising	X	
Mike Detomo	Treasurer	X	
Jenn Ring	Secretary	X	
Ms. Burkart	School Principal, LCTA		X
Ms. Redlinger	Teacher Liaison		X
Kendra Lee Davis	Book Fair Co-Chair	X	
Chelcie Daye	Book Fair Co-Chair		X
Kareen Sultani	Classroom Liaison Chair		X
Rainbow Kirby-Stearns	eROAR Newsletter Chair		X
Victoria McLaren	Fifth Grade Promotion Chair	X	
Leann Burr	Garden Chair		X
Yasmine Cheyenne	IDEA Co-Chair		X
Brianna Harvey	IDEA Co-Chair; Special Education Co-Chair	X	
Elizabeth Lee	IDEA Co-Chair	X	
Sarah Peterson	International Night Co-Chair		X
Kelly Kent	International Night Co-Chair		X
Kate Randal	Legislative Affairs Chair; International Night Committee	X	
Ashley Williams	Lion Fall Fest Co-Chair	X	
VACANT	Lion Fall Fest Co-Chair		
Diana Bradfield	Reflections Co-Chair		X
Lauren Hayes	Reflections Co-Chair	X	
Donna Woolfolk	Special Education Co-Chair		X
Sheree Bannister	Spirit Wear Chair	X	
Alicia Ryder	Treat Trolley Chair; IDEA Committee		X
Gahan Christenson	Uniform Locker Chair		X
Emi Eiting	Yearbook Chair; Sprout School Supplies Chair	X	
Colleen Evans	Book Fair Committee		X
Halley Coyne	Book Fair Committee		X
Jessica Giovannucci	Community Spirit Committee		X
Marta Mekonen	Community Spirit Committee		X

Monique Moore	Community Spirit Committee		X
Sinem Oksasoglu	Community Spirit Committee	X	
Marissa Sparacino	Community Spirit Committee		X
Marissa St. Louis	Fifth Grade Promotion Committee		X
Anna Kiss	IDEA Committee		X
Caitlin Jennings	IDEA Committee; International Night Committee		X
Kristian Owens	IDEA Committee		X
Daniela Issie	International Night Committee		X
Nicole Lipman	International Night Committee		X
Lisa Pesson	Lion Fall Fest Committee		X
John Shaw	Lion Fall Fest Committee		X
Kazia Levin	Yearbook Committee		X
Nilaja Moore	Yearbook Committee		X

Upcoming Events

Date	Start Time	Event
September/October		National Hispanic Heritage Month
Monday, October 13		Indigenous Peoples Day / Elementary, Middle and High School Conferences NO SCHOOL
Tuesday, October 14	7:00 - 8:00 PM	General Membership Meeting
Monday, October 20		Diwali NO SCHOOL
Wednesday, October 22		Unity Day
Saturday, October 25	11:00 - 2:00 PM	Lion Fall Festival
Monday, October 27	8:00 - 9:00 AM	Parent Coffee - Core Knowledge
Wednesday, October 29		Spirit Wear Deadline
Thursday, October 30		Reflections Deadline
Friday, October 31		Dress Like a Book Character Day
November		Native American, American Indian and Alaskan Native Heritage Month
Monday, November 3	7:00 - 8:00 PM	PTA Executive Board Meeting