

## **Douglass PTO/SIT Minutes**

**April 17, 2006**

**6:30-8:30**

- I. Welcome/Introductions and Sign-in (5)
- II. Approval of March Minutes(5)
- III. President Comments-(10)
  - A. Status of Open PTO/SIT Board Positions

Many open positions next year.  
Treasurer- difficult position to fill, need to know bookkeeping.  
Newsletter is running notice of open positions until end of year.  
Traci Hoops recommended sending letter to incoming kindergarteners, first graders, and second graders.  
Penny and Cyndy to call and send letters.
  - B. Basket for Razzle-Dazzle Fundraiser –Impact on Education (IOE) fundraiser in June. Douglass donated game basket last year. Cyndy to personally donate the basket and get it to IOE.
  - C. Sales Tax Compliance –must call any money collected for items sold by Douglass a “donation”.
  - D. Federal Tax Return Extension – Extended until June 15<sup>th</sup>, Linda and Cyndy to do before new board comes in.
- IV. Treasurer’s Report (10)
  - A. Year to Date Performance – Very little activity on March, \$87K in assets. Great Harvest brought in \$1200, Cheesecake factory fundraiser did not get as much support. Numbers are not in yet.
  - B. Status of Audit Review Gavin Thompson and Brenda Roberts will be doing this in August.
  - C. Cyndy concerned about when we will pay the 10% donation to the district. They are taking it on a trimester basis. Also, classified staff numbers don’t seem on track with paying to district. We budgeted \$45K and we have only paid in \$20K. Kelley explained that it is a timing issue with the reporting and accounting system in the district. It will catch up.
- V. Principal’s Action Items (20)
  - A. Teacher Allocations/Student Enrollment – Kelley explained the preliminary allocations of staff for next year. These are preliminary based on projections and some may change. The actual numbers for each class level will not be know until August which will determine the actual FTE for each grade

level. Kelley will put together a note for the newsletter summarizing the current expected staffing situation.

B. 2006-07 PTO/SIT Budget –meeting.

1. Teacher Survey - To determine from the teachers what the most “sacred” budget items are. Remove the percentages and add the pie chart information that Penny has. Also, change the categories to match what is designated in the pie chart. This will be discussed at the May staff meeting.

2. Scenarios with/without RTA – PTO/SIT contribution has gone up over the past four years. This year the RTA budget from the district was \$12K. Kelley is anticipating that the number will be around this same amount.

C. Douglass Family Advertising – Propose a directory of Douglass family businesses. One objective to make money by charging for entry into the directory another objective to just have a resource for known businesses in the community.

Trying to determine whether Jog-a-thon sponsors should get exposure, handbook/calendar, student directory, website.

Voted to allow Jog-a-thon sponsors to have acknowledgement/ad in the Douglass handbook and a link on the web (for 1yr.)

VI. VP Comments-(20)

A. Jog-A-Thon – Kelley to address the issue of fundraising and budget urgency in the newsletter next week. Jog-a-thon is key fundraising event this year. There seems to be an issue with email addresses. Letter to go out in this Friday’s folder requesting corrections/inclusions of email addresses.

Student goals have been set at \$125/student. Goals should help get kids to strive for a number.

Sponsorships also set up. Prizes will be given for reaching different goals for the students.

Large packet with all the info will go out next week.

1. Website/Sponsors – See Douglass family advertising above.
2. Administration/State Filings – Necessary to file with the state for the on-line donations. Penny to take care of.
3. Parent Communication/Volunteers -tabled
4. Spirit Merchandising - Cyndy to check with Jim Kavar to see if he will provide the sweatshirt prizes for Jog-a-thon as a sponsorship. He can sell wares if gives the in kind donation.

B. Fundraising Questionnaire/Letter - tabled

- VII. Cathy Faughnan-Playground Improvement (15)
- A. Mosaic Update – Lowe’s grant was submitted. We have raised \$24,972 to date for the mosaic. There is an additional \$6900 in expenses to install the tile on the wall. We are hopeful that the Lowe’s grant, \$5K will come in and cover this. Diane Deyo has had parents wonder if they can still donate to this project. Notice will go into the newsletter to let people know they can still donate.  
\$955 from the cultural program can be used for this.
- B. Playground Phase II – Drawings were provided for the Phase II. Need budget numbers to determined what the total cost will be. This is a BIG project and will need much contemplation once numbers are in.  
Do we put this into the budget as a line item and accumulate over the years?
- VIII. VC Update-Stephanie Moore/Pam Rahn (10)  
Most of the volunteer chairs will be returning next year.  
Douglass Dough needs a chair for next year.  
Ongoing items: 5<sup>th</sup> grade lunch, school supplies all in progress.
- IX. DPC Update-Sue Inslee (10) – Capital Improvements committee reviewed basic needs for all schools. Improvements recommendations go to board, then if approved it goes to ballot. Could go on the ballot this year in November.  
Maintenance needs are about \$25M and \$2M is budget.  
Math flooding was brought up as a new coordinator was hired. Lafayette elementary is doing it and it has been very successful. Not sure how LE is doing this in their budget? Kelley will find out more of how they are making this work.  
Late start issue was looked at again. Will not take place next year. Lot of outcry from the parent community opposed to this. Budget is not finalized yet 4.5-7M from Ref.C. Declining enrollment is big concern.
- X. DAC Update- Chitra Seshan (10) – Sue Inslee attended for Chitra – DAC members need to be in place by June. Chitra leaving, need to get new volunteer.  
All schools will have a portfolio instead of end of year report. This allows the process to be more ongoing vs. putting together a giant report at the end of the year.  
Bill to require 65% of education funding from the state to go to instructional uses looks like it may be closer to getting on the ballot. It is a state vs. local control issue.  
Budget Committee made recommendation to the board based on the SIT/PTO surveys. There were a lot of complaints about

survey. Need more details to be able to answer some of the question.

Recommendations – maintain and support literacy, current class size, clerical support/ Increasing to budget, math coaches, on site, school site ability to determine FTE use, counseling services at the elementary level, improving elementary TAG. Reducing district led in service days, transportation costs, OE where transportation is being provided to de-stratify, and high school transportation.

Fifth grade instrumental music has been on the list every year to reduce and every year and they ignore it.

Coming up Greater Ed. Is having a rally to promote funding education in Colorado. This will be in the newsletter.

Platt will be hosting a cyber presentation for parents and adults, May 15<sup>th</sup> in the evening.

Public district budget meeting at Platt on 4/27 at 7PM.

**Next Meeting May 10, 2006 @ 2:45**