

Douglass PTO Agenda  
Tuesday August 28, 2007

\*\*\*\*\*

- I. Welcome and Introductions (Natalie Portman-Marsh)
  - a. Principal – Monica Draper
  - b. President – Natalie Portman-Marsh
  - c. Vice President – Nicola McGill
  - d. Secretary – Jen Patrick
  - e. Treasurer – Beth Ellis
  - f. DAC Rep – LeNore Kerber
  - g. DPC Rep – Cathy Faughnan
  - h. Volunteer Coordinator – Beth Pulford
  - i. Volunteer Coordinator – Hillary Wallace
  - j. Teacher Rep- Alisha Cohen
  - k. Teacher Rep- Lynn Twietmeyer
  - l. Parent- Alexandra Wadman
  
- II. Approval of previous month's meeting minutes (Jen Patrick) –All in favor.
  
- III. Treasurer Report (Beth Ellis)

Budget overview and approval

  - a. A few changes since we did not get as much as expected from Read to Achieve.
  - b. Need to raise \$115,000 this year. This is more than last years' \$99,000.
  - c. Budget variance was mostly from Playground revitalization. We rolled over 10k from last year. Also, the yearbooks cost us an extra \$2,000 over budget. Need to reevaluate yearbook budget for this year.
  - d. We have spent about \$11,000 so far this year. – on Faculty, Giftcards, Teacher Breakfast, Assessment day.
  
- IV Sports Swap – Halloween Costume Date Change (Jo Shanks)

(Jo was unable to attend.)

  - a. Looking to do it the first Saturday in October (the 6<sup>th</sup>) at either the gym or cafeteria. Need to talk to Tina Reilly about scheduling the cafeteria or gym for this event. The idea is to sell items and give half the money back to the school. Talked about items under \$10 –all the money would just go to the school, no split. Beth P. will have Jo send us an email update on this item.
  
- VI Principal Action Items (Monica Draper)
  - a. Back to School Night- Starts tonight for 5<sup>th</sup> grade. K-4 on Thurs.at 6:30. Decided the PTO should be there at 6:15pm, Natalie will address the parents. Cathy mentioned setting up the Douglass Dough table there.

Paula mentioned asking the parents about help in the parking lot. Will show jog-a-thon video, Alisha will see if she can find some help for setting up the video.

- b. Back to School Pizza Party-Sept. 6<sup>th</sup> from 5-7pm. Cost will be \$5 per person. We do not have a band this year. Will have music through an ipod/amp.
- c. Kindergarten class size-We were staffed at 23:1 but our numbers were only at 19:1. and there were 28 on the Open Enrollment list. So, we were told to take 6 more open enrolled students. We have added Mrs. Ransom as a part-time (1/4 time) Kindergarten teacher to help out in the classrooms. All classes at Douglass are supposed to be 23:1. Talked about communicating this to the parent community.
- d. Discussed how some parents are not receiving email communication from the Boulder Valley Campus Messenger. Apparently this information is received when a new student is entered into the system. If parents have new email addresses, they wouldn't necessarily have that. We will look to get this updated.
- e. Discussed safety issues with propping open doors. Talked about how hot it is and discussed swamp coolers. Foothills PTO purchased swamp coolers for 19 classrooms for around \$5,000. Should the PTO look into paying for this? Some felt the district should pay for it, some felt it would take too long to wait for them.

## VII New Business

- a. PTO meeting dates / Calendar –Next months meeting is the 25<sup>th</sup> of September. October will be a night meeting on the 16<sup>th</sup> at 6pm. November will be the 27<sup>th</sup> 3pm. December 18<sup>th</sup> 3pm. January 15<sup>th</sup> 3pm. February will be an evening meeting on the 26<sup>th</sup> at 6pm. March 18<sup>th</sup> 3pm. April 15<sup>th</sup> at 3pm. May 20<sup>th</sup> at 3pm. June 3<sup>rd</sup> at 3pm at Natalie's house. Paula will let the parent community know of calendar changes and put it on the website.  
Jacqui Davie has agreed to chair the Teacher Auction. Changing name to Teacher Raffle. It will be October 19<sup>th</sup>. We still need a chair for the Bingo/Spaghetti Dinner part of it. Mrs. T talked about changing it to Lasagna versus Spaghetti based on her experience. Monica suggested a chili night. Cathy has agreed to chair it if she can find a partner. \$5 per Bingo card.  
Jacqui will touch base with Diana Gatti on the list of auction items.  
Innisbrook Gift Wrap – Nicola is chairing it. She will put some info on the bulletin board. She will talk to Student Council about helping promote it. Not pushing prizes this year. Kids who participate will get an ice cream party.  
PTO Manager updates-discussed adding the Kindergarten groups. How can we encourage them to register? Beth will have instruction sheets at Back to School night.

Douglass Directory-Christine Zandstra and Karen Bennet are co-chairing it. They are working with Lena. They are aware of the deadline.

Spirit Merchandise- Need chair for this.

Music Teacher: electronic Keyboard-talked about buying a keyboard for the school for Tula. We are no longer doing that. Tula wanted something different. Put \$1,000 into the music program.

PEN representatives are Michelle Hamernik, Lena Michels. Discussed having them do a presentation at next PTO meeting. Natalie will have them come next month for a 10 minute overview.

Bulletin Board- Nicki will use it for September for Innisbrook. Decided we will give it to the Event chairs to decorate for upcoming events.

- VIII DAC update (Lenore Kerber)
- IX DPC Update (Cathy Faughnan/NPM) – Natalie attended for Cathy. We are phase 3 for the bond. Won't see any money for a few years. Discussed possibility of adding a salad bar for this year. Monica is checking into it. Natalie talked about making sure we bring issues to Cathy for the meeting. Everyone is welcome to attend. At 63<sup>rd</sup> and Arapahoe. The meetings are the 3<sup>rd</sup> Tuesday of every month at 6pm. BVSD school board meetings will be broadcast the 2<sup>nd</sup> and 4<sup>th</sup> Tuesday of every month on channel 22. There will be a Grant Writing Workshop offered to all of the PTO's/PTA's.
- X Playground Committee – kiosk is being designed and built currently. Should be installed the end of October. If anyone is interested in taking a look, Cathy is going to Erie to check out the progress if you would like to join her. Cathy and Kelley met with the people regarding the basketball court. They were supposed to have it done before school started. Nothing happened. She has received no response to her emails. She is hoping to get some kind of response from the district.