

PTO/SIT Meeting Minutes 9/14/05

Welcome:

Board Members

Cyndy Swenson – President
Linda Nehls - Treasurer
Pam Rahn - Volunteer Coordinator
Stephanie Moore – Volunteer Coordinator
Sue Inslee - DPC Representative
Chitra Seshan – DAC Representative
P.J. Lahn - Secretary
Ester Parsons -Teacher Rep
Mary Jo Barbeau – Teacher Rep
Alisha Cohen – Teacher Rep

Other Attendees

Cathy Faughnan - Chair Playground Committee
Penny Tompkins - Parent
Diane Mosley -Parent
Robert Campbell -Parent
Sonya Baro – Parent
Laurie Winsor – Innsbrook Coordinator
Sherry Ellis – Douglass Dough Chair

Treasurer's Report –

Budget shows \$103K cash reserves, reserves are really approx.
\$81K due to items that have not come in and still need to be
paid.

P & L statement is for all to review.
Last year we used \$51K of reserves.

Motion to approve 2005-2006 budget: P.J. motioned to
approve, Linda seconded.

Pizza Back to School budgeted \$1600, actual \$1880.

Linda and Cyndy both put forth an internal control process to be sure all dollars raised by PTO were accounted for and there is a process for how funds are transferred.

Volunteer coordinators have put together an outline of guidelines for all chair people, this handling of PTO funds will be included. There will be a checks and balance process to insure all incoming funds are accounted for. (Thanks you's for certain items/cash donations will be a part of procedures.)

Volunteer Coordinators

Jog-A-Thon will be officially moved to spring. – Kim Payes Chair. They will be looking for sponsors, put the word out, contact Kim with any ideas.

Pam & Stephanie (Vol. Coords.) met with all the chairs to get to know everyone and set some guidelines (official outline still in the works).

Website needs to be kept updated. All information that is considered for posting on web should first be run through Kelly for approval/ appropriateness.

Newsletter is now also electronic. It is sent in paper format to those parents who have requested that and via the Internet to those who have requested electronic format.

It was recommended that Douglass do an email “blast” to give all those who have provided email addresses the Douglass website to alleviate calls to office for pertinent info, including PTO/SIT minutes.

DPC – Sue Inslee

DPC –District Parent Council – Meetings are held at the BVSD Ed. CTR the 4th Wednesday of each month.

Current discussions are Referendum C & D and a Board candidate forum. Sue will post notes to the Douglass website after each meeting.

Sue also spoke about Greater Education Colorado Group. This is a group set out to promote an improvement in the funding of education in Colorado. They are very organized and if anyone wants additional info contact Sue or Cyndy.

DPC will also be discussing nutrition in the district and how to improve the offerings

November meeting will focus on stratification issues within the district.

There will be no December meeting

January meeting will be on communication within the district.

February meeting will be regarding the district budget.

March – May : will be left open for topics that might arise.

There also needs to be discussion on how the KH-1 Funds will be monitored and allocated by the district.

Sue also brought some concerns of some parents regarding the mosaic and that \$25K is quite a bit to spend on that.

After discussion it was decided that a letter would go out to the Douglass community detailing the project. How it came about, what the cost breakdown per student are, along with a FAQ to cover as many of the concerns, etc. – Kelly, Cathy, and Diane Deo will put this together. They will also encourage the artist that is helping with this to have a presentation open to the school one evening in October, TBA.

DAC – Chitra Seshan

Was unable to attend the last DAC meeting as she had a prior commitment. Kelley gave an overview of what role the committee plays.

Accountability Process within the district etc.

Principal Action Items – Kelley King

Reviewed the CSAP results and the SIT plan

The need for a VP rep for the board, as well as should we have a classified staff rep (non-teacher)? Yes, good to keep all involved.

New Business –

Timing of meetings – several parents have expressed concern that the meetings mostly take place after school, which is not beneficial to those, parents that work outside the home and can't get there. We do have 2 meetings that are in the evening (6:30PM), and in the past the attendance has actually been lower at the evening meetings than the daytime. This year's meetings are already on the calendar, but next year's the schedule will consider splitting the meetings 50/50 (as the evening meetings will be monitored to see actual necessity).

Fund Raising for Katrina Relief Efforts-

There have been many requests for different donations at Douglass. One request was to donate the money raised at the Pizza Party. These dollars have already been allocated to the current budget therefore they cannot be donated. It is not in line with PTO's charter to make determinations on this type of fund raising. There are many avenues for donations and many families have already donated to relief efforts.

Avenues for donation:

1- BVSD

2 - Impact on Education

3 – Jar for American Red Cross at the School

4 – Students – Will wait for the Student Council to take on a role and submit request to SIT board.

Conclusion on Katrina Donations

1-Not PTOs position to donate

2-Note will be put in Friday Folder listing avenues for donation

3-Student council can propose fundraiser and get approval from SIT.

School Spirit Merchandise –

Jim Kavar (Douglass parent who owns T-shirt Silk-screening Co.) wants to provide service for merchandise to Douglass parents & kids selling school merchandise. He could also contribute to Douglass PTO/SIT depending on his pricing structure.

Concern is that we are providing a distribution channel and could open board up for scrutiny or requests from others to be able to have sales channel through school. Decided to put out bids for merchandise. Kelly & Cyndy to look into.

Douglass Dough – Sherry Ellis Chair

Commitments for \$15,200/month equates to \$760/ month in profit for Douglass. There was a slow start with neighborhood reps.

Sherry is onboard and optimistic about getting system running.

Meeting adjourned @5PM