

Durham PSO Meeting Minutes

Wednesday, November 19, 2008

Attendees:

Denise Hulquist - President, Lynne Winkler, Mignonne Aquino, Tiffany Bigej, Angela Clayton Schmidt, Sandy Kerchner, Joyce Woods – principal, Katie Webb, Claudia Marshall, Martha Gaty, Theresa Chamberlain, Kim Jacobs

The meeting was called to order 7:35 p.m. by PSO President Denise Hulquist.

Approval of Minutes

Tiffany Bigej made a motion to approve the 10/22/08 amended meeting minutes; Claudia Marshall seconded. The minutes were unanimously approved. Motion to approve 10/27/08 Special Budget meeting minutes made by Martha Gaty. Second by Tiffany Bigej. Unanimously approved.

Auction

Lynn Bird, the Tigard-Tualatin School District Technology Specialist demonstrated all three elements of the interactive media system that we would like to raise for in this spring's auction – document cameras, digital projectors and the Senteo interactive response system.

Denise Hulquist asked if we could take a picture of the three items to show what they are and how they're used to post to Durham Web site.

Senteo hand-helds will be available at the auction to use for a demonstration.

Tiffany reported that the last auction meeting had great turn out. The next meeting is Dec. 8, at 6:30pm, at Max's downtown Tigard.

Procurement letters are out. Auctioneer has been secured.

Treasurers' Report

Sandy Kerchner reviewed PSO Budget spreadsheet for 2008-2009. She noted that we're giving Teacher Discretionary funds of \$250 each. Teachers can use the money any way they want – they don't have to use it for party materials. PSO decided to do \$4,000 for PE department; \$750 to Mr. Silverman for music; \$1,575 for Nature Area; OMSI fun night approved \$500 for deposit and then we'll request remaining funds later once we have more funds; author illustrator visit (author wrote The Black Lagoon books)funded; summer reading medals; comic life software for 5th grade; symbol communication tool software for counselor, child care for back to school nights and pso nights; total we have allotted \$37,355. Current cash on hand \$40,279; Cash reserve as of Thursday, 11/12/08 is \$6,476.

Denise Hulquist received information that \$8,800 gross made from Cherrydale fundraiser. \$3,981 net for the school.

Denise H. would like budget to be posted on Durham Elementary Web site. Lynne Winkler recommended that we summarize the categories versus posting the spreadsheet. Sandy K.

recommended that we not included “actual spent” line items. Lynne clarified that we need to post our budgeted income.

Volunteers

Father-Daughter Dance – Becki Pedersen has name of volunteer who may be interested in helping(Paige Walker). Angela C.S. will co-chair. Possibly March. Depends on Foundation Fundraiser.

Principal’s Report

Joyce Woods, principal, received a visit from a TTSD School’s Foundation representative. The Foundation’s purpose is to raise money for the school district. Our school has historically under-performed in the annual fundraising phone-a-thon. Every school gets \$7,000 for extra teacher. Durham applied for after-school enrichment program grant and applying for an arts grant. Over the last two years we’ve received \$30k from TTSD Foundation. This year is the Smart Kids Smart Community promotion – January to March campaign. Each school has a goal – our goal is to raise \$2,300. Schools are all doing different events to raise this money. Joyce would like to see if a parent would like to co-captain with her this year to put on an event. One parent from each grade level and a teacher from each grade level could help with phoning. Her idea for the event ties into wanting to promote events at school that are low cost, easy access and attractive to lots of families – build community. Joyce contacted Tigard High Key Club advisor and he thinks they would be interested in putting on an event for our school. Idea: in January, a family dance, with a DJ, sell popcorn, water, etc. Or – Bingo night, buy cards, low costs. Raise remainder through Phone-A-Thon.

Discussion – General agreement that dance could be fun. Could have the Parents, who teach 4th and 5th grade dance, come and show how to do line dances, etc. Could be a Sock Hop. Advertise as a “suggested donation for the TTSD Foundation.” Could sell it as a “Get out of a pledge phone call” event.

Members should let Joyce know if they are interested in coordinating phone-a-thon with her.

How do we put out the word what the Foundation is doing for the school? Nifty News... Durham Web site...

Tiffany asked if we could have a scrip table at the dance.

Durham Shirts

Claudia Marshall reported that 21 Durham shirts are being donated to school counselor Lindsay Pratt to hand out to students who couldn’t afford one. Also left over are seven cinch sacks, five sweat pants, and five adult t-shirts. Options to do with the extra items include: 1) sell them 2) include in silent auction 3) donate sweat pants to the health room 4) keep as Family Fun Night prizes 5) Give all to Lindsay Pratt to use as desired.

Kim recommended that we put remaining sized items out to see if they'll continue to sell, and then use anything that isn't sold in the auction as prizes.

Family Fun Night

Mignonne Aquino reported details on December "Holiday" Family Fun Night to be held Dec. 16, 6:30 – 8:30pm. Young Shoppers Club (of Nicholson Productions) and gift wrapping, frost and decorate cookies, ornament making, bean bag toss, goodies to buy (see attached).

Mignonne talked to Lamb's Thriftway – they makes their own cookies; for cookie and frosting \$.75 or less per cookie. Tiffany mentioned that Franz Bakery does gingerbread people. Mignonne will check on those. Volunteers needed to help with the cookie table, ornament making, set up, clean up and food sales. Mignonne asked for ideas of attendance at previous Family Fun Night events; guess is that 75 – 100 attendance. \$150 worth of goods will go to school counselor so she can have students shop who don't have the funds.

Buzz Book

This is the phone book of all students and staff. Holly Lethbridge is willing to help put the Buzz Book together. Holly will follow up with Becki Pedersen to figure out logistics.

PSO Use of Building

Denise H. let PSO know that if we want to use the building, we must complete a form to let district know. This will help clarify that are no conflicts with other events already planned at the school. No specific deadline, but needed as early as possible. Approval is usually received within a few days.

Next meeting Wednesday, Dec. 17.

Adjournment:

Meeting adjourned at 8:50 p.m.

E-mail Business

** The following items were decided and/or announced outside of a scheduled PSO meeting through e-mail between PSO board members.*

Minutes respectfully submitted by Angela Clayton Schmidt, PSO Secretary, December 15, 2008.