

MEETING NOTES
DAVIS HIGH SCHOOL PTA EXECUTIVE BOARD
Friday December 9, 2011 (as amended 1/18/2012)
11:37 a.m. to 1:17 p.m.

Present: Lea Darrah, Cathy Farman, Liz Grassi, Colleen Costello-Kreidler, Roberta Kuhlman, Catherine Yu Li, Mary Ann Noonan, Sandra Schickele, Jacqui Moore and Bob Darragh

Call to Order: The meeting was called to order at 11:37 a.m. by President Cathy Farman.

Approval of Minutes: Liz Grassi made a motion to approve the 10/19/2011 PTA Executive Board Minutes with two corrections. The motion passed.

Review Financial Statements: Catherine Yu Li discussed the Treasurer's report and three attachments. The additional items are a list of five payments submitted for approval, PIE grant payment summary, and revised budget information. PIE donations to date are \$25,761.53 exceeding the budget estimate of \$20,000. Tax preparation charges have exceeded the approved budget due to additional forms required by the CA State Attorney General. This line item will be proposed for increase at the next General Meeting on 1/4/2012.

Sandra Schickele made a motion to approve the Treasurer's Report dated December 9th, 2011 and to approve for payment five checks. The five checks are:

CA State Attorney General	Initial Registration Fee	\$ 25.00
CA State Attorney General	Annual Registration Fee	\$ 25.00
Lori Schilling-Davis	Hospitality	\$ 22.63
DSHS	PIE – Friendship Day	\$ 750.00
DSHS	PIE – Blue Devil Spirit	\$ 500.00, for a total of \$1322.63.

The motion passed unanimously.

In other financial news, both the CA and Federal taxes forms have been filed. Kate Prien and Cheryl Ozga will start work at DSHS on 1/3/2012; the addition of these staff will facilitate financial transactions at DSHS.

PIE Grants: A second round of grants will be announced December 12th followed by Executive Board review and then a vote at the General PTA meeting on January 4th. One additional PIE grant request from a teacher in the Art Department has been received. Lea Darrah made a motion to approve the grant request for a white board of up to \$350 (including shipping and handling).

Communication Team Update: Liz Grassi reported that the team met last month and approved changing the PTA Newsletter deadline to the 1st of the month. The December Newsletter will include a list of PIE funded grants at DSHS with a request for end-of-the-year donations, as well as a link to the PTA Membership form. Also, a thank you to Intel Corporation and employees who are also DSHS parents for their donations of time and funds to the high school will be published in a future Newsletter.

Parent Education Update: Roberta Kuhlman reported that 193(standing room only) attended the Sally Springer presentation in the DSHS Library. Courtenay Tessler joined the discussion at the end of the presentation to answer DSHS specific questions from parents. The next event will occur on January 25th and will be a joint presentation by Donald Palm, Darlene Hunter and Courtenay Tessler (if available). The DJUSD charges PTA for library set-up and take-down janitorial services, as well as librarian technology services when these staff can not complete the tasks during their normal work hours. This practice is of concern to PTA as we continue to work on our partnership with DSHS and DJUSD.

Roberta met with the DJUSD Parent Education Collaborative and Pam Mari (DJUSD) on December 4th to plan the Parent Education Night in February with a topic of gratitude and to continue planning for a future event focusing on social media use by students.

By-Laws Review: Colleen Costello-Kreidler will distribute proposed changes to the By-Laws to the Executive Board for review. The proposed changes include increased dues to cover the increase in National PTA dues, and adding the Membership Chair to the Executive Board, along with a duty description.

Parliamentarian Update: Colleen has started preparation for obtaining a slate of PTA Board candidates for 2012-2013.

Requests for funding from PTA for DSHS: Cathy and Jacqui Moore summarized various aspects of three requests for supplementary funding from PTA for projects at DSHS. The PTA may use both carry-over and PIE funds for these requests, as appropriate. The three requests are:

- 1) Carolyn Teragawa (DJUSD) wishes to purchase additional recycling bins for the DSHS Stadium. Ten additional bins at \$70 each are requested for total cost of \$700. Both DSHS and the Blue and White Foundation may assist with the purchase of this item.
- 2) The Library needs to replace many old, heavy tables at a cost of about \$17,000. The new seminar tables would allow for flexible configurations and can be more easily used for PTA Parent Education and other events

in the library. The request to PTA is for 50% or \$8,500, the rest of the funds to come from a DSHS discretionary donation fund that Jacqui Moore will spend down to \$0.

- 3) Technology Plan: Jacqui and others are working on an interim patch to several major deficits in current computer technology at DSHS in order to provide a minimum level to students and staff. DJUSD unfortunately still lacks a Technology Plan and will not produce one in a reasonable time frame. The four main components of the DSHS plan are:
- a) Add LCD projectors to 10 classrooms (PTA has already purchased additional projectors this year through the PIE grants for check-out through the Library)
 - b) Replace 11-year old computer lab with 38 new work stations (\$38,000)
 - c) Add Wi-Fi to parts of campus (Library and P-building, the only buildings with fiber optic cables) (\$4,000)
 - d) Provide teacher training in the new technology. There is potential training in June for the Librarian.

Other aspects of the plan include:

- a) Start-up cost is \$53,000 with \$23,000 from Intel matching funds, \$20,000 from Blue and White Foundation and \$10,000 requested from PTA.
- b) On-going professional technical support and maintenance can be funded using matching funds from Intel that have been from \$8,000 to \$20,000 per year.
- c) Bring-your-own-device (BYOD) along with Library check-out of devices for students without smart devices. A donation drive for old smart devices was suggested
- d) Rapid upgrade of the computer lab, routers, switches and Internet content filters.

Also, it was suggested that DSHS apply for technology grants for additional funding.

Since the table and technology requests are both beyond current budget authorizations the Board will recommend at the January 4th meeting to:

- a) Provide \$10,000 for technology from the carry-over with the explicit understanding of ongoing technical support and quick implementation of the updated lab. The PTA carryover will be reduced by this amount to about \$11,000.
- b) Suggest that teachers apply for PIE grants for training in the new technology with the understanding that this training will be shared with other teachers at DSHS.
- c) Suggest that the recycling bins be part of a PIE grant request.
- d) Provide PIE grant program to the Library (up to \$8,000) for table purchase. The amount of funds available is determined by the remaining unallocated PIE donations once all approved grants have been funded. This should ensure that all PIE funds will be awarded this year and that the carry-over will not increase due to unspent PIE donations.

Other Business: Sandra and Cathy will attend the DJUSD Curriculum and Instruction meeting next Thursday. The PTA is still looking for a parent volunteer to coordinate\assist with the upcoming Parcel Tax election.

Meeting concluded at 1:17 p.m.

Respectfully submitted by Robert Darragh, Secretary