

**MEETING NOTES**  
**DAVIS HIGH SCHOOL PTA EXECUTIVE BOARD**  
Friday February 17, 2012 (as amended March 30, 2012)  
10:05 a.m. to 11:25 a.m.

**Present:** Cathy Farman, Roberta Kuhlman, Liz Grassi, Catherine Yu Li, Sandra Schickele, Jacqui Moore and Bob Darragh

**Call to Order:** The meeting was called to order at 10:05 a.m. by President Cathy Farman.

**Review and Approval of Minutes:** Sandra Schickele made a motion to approve the 01/18/2012 PTA Executive Board Minutes as written. The motion passed.

**Parent Ed Report:** Roberta Kuhlman distributed a summary of comments from the 87 attendees at the 1/25/2012 presentation on Junior college options. The comments were overwhelmingly positive. Roberta is interested in an additional Parent Ed night on financial aid information for parents of sophomores and juniors in March or April. She will coordinate with Julie Clayton who provides financial aid information targeted mainly at the parents of seniors. Also, the Parent Ed collaborative is looking for a speaker on 4/28 for a discussion of social media.

**Review Financial Statements:** Catherine Yu Li summarized an updated method to reimburse teachers and DSHS for PIE grants expenditures. Catherine and Kate Prien (DSHS) have been working on a revised method for reimbursement. It is proposed that the PTA will reimburse teachers directly for approved PIE grant items. The PTA will reimburse the vendor for purchase orders issued for larger items by DSHS.

**Audit Recommendations:** Sandra Schickele made four minor comments on the PTA financial records based on PTA Auditor guidelines. They are:

- 1) A single reimbursement form lacked the required initials.
- 2) The spread sheet used to reconcile the bank statement should be provided to the auditor.
- 3) Deposits shall be recorded in the check book for completeness.
- 4) Also, include a copy of the PTA audit checklist and the PTA Membership spread sheet.

**Discussion/Approval of PTA Scholarship:** The PTA provides three awards to graduation DSHS seniors each year in the amount of \$500 each. The awards provide publicity for PTA and a reminder to the community of the role of PTA. However, the application, award criteria and focus all need to be updated based on comments from last year's award committee. Liz Grassi noted that the award could be given to students who have encourage increased community at DSHS by tutoring a student, decreasing bullying on campus and other actions that make DSHS a better place. The expansion and support of the campus community is a core PTA value.

A summary of the proposed award announcement is:

**Davis Senior High School (DSHS)**  
**Parent Teacher Association (PTA)**  
**Graduating Senior Awards Description**

The DSHS PTA seeks nominations for three \$500 awards to seniors graduating from DSHS. The DSHS PTA values the diverse campus community and will acknowledge student contributions that foster our community with these awards. The contribution by the student may involve service or support of others in our high school community, or other actions that foster community spirit, awareness or growth.

DSHS graduating seniors may be nominated for the awards by students, parents, teachers, counselors, and administrators. The nomination shall include a short summary of the student's actions that made DSHS a better community.

The PTA awards selection committee will interview several students. The interview will include the student's description of their contribution to making DSHS a better place for another student or students including motivation for this contribution to the DSHS community and a summary of how has your contribution at DSHS changed or affected you.

The committee will select awardees based on the interview, the contribution to the DSHS community and

- GPA above 2.5
- Financial need and U. S. citizenship are not required. The PTA award is not a college scholarship, but an award to recognize student contributions to our school community.

**Nominating Committee:** Sandra Schickele noted that there is a candidate for Parliamentarian and the key chairs. Candidates are needed for Treasurer and Secretary.

**By-Law Amendment Update:** The proposed By-Law amendments are at the Third District PTA for approval. It is hoped that they will be approved in April so that they can be ratified at the May general meeting.

**Communications team/Spanish Language Newsletter:** Liz Grassi summarized efforts to provide a translation of the PTA monthly Newsletter into Spanish. She has worked with Mary Kahn (DJUSD) and several others. Currently, there is a team of translators; however, an Editor\Coordinator is needed for the effort to succeed. Cathy will place a request in the 9<sup>th</sup> grade newsletters for this volunteer position. Unfortunately, Liz has not received comments\ideas from ESL teachers, parents, or the DJUSD on the topics of effective distribution, value to the community, and potential cost-sharing.

**Parcel Tax/Financial Update:** Cathy updated the Board on upcoming Parcel Tax ballot measure. The DJUSD will have a \$3.5 million structural deficit even with the passage of Measure C. This deficit will increase if Governor Brown's education funding initiative is not passed later this year. The DJUSD is now dealing with cuts made by many CA school districts in the last five years. Fundraising and various budget savings have delayed these cuts in Davis.

**New Business:** Jacqui Moore noted that the deadline for course requests has been extended to March 23<sup>rd</sup>. Teachers continue to focus on appropriate assessments (criteria, evaluations) that demonstrate student learning and knowledge. Improved assessments techniques and implementation may also reduce stress in the school.

Meeting concluded at 11:25 a.m.

Respectfully submitted by Robert Darragh, Secretary