

Duniway School Foundation Minutes

Monday November 2, 2009

In Attendance: Tom Brim, Phil Cappalonga, Corinne Dillon, Deborah Kafoury, Kristin Krueger, Tou Meksavanh, Sarah Reynolds, Stan Sawicki, Dean Wier, Mark Williams, Christine Morita-McVey (PTA), Nikki Metcalf (auction committee)

Absent: Lisa Hill, Mitt Jones, David Staczek, Dave Taylor

Minutes of prior meeting were approved.

Principals' Update:

Tou reported that the "Posing for Duniway" photography fundraising program is in full swing. She discussed that the program is optional and that students are photographed during non-instructional hours. Tou mentioned that the Foundation will receive \$2.00 for every photograph that is purchased. Tou also discussed the procedure for choosing a new principal. She noted that there will be a meeting on January 12th with parents, a representative from human resources and an assistant superintendent to discuss the qualities that the Duniway community would like to see in a principal. Lastly, Tou reported the possibility of mold in Room 10 and environmental services will be called.

Treasurer's Report:

Phil reported that there is still \$10,000 left in the Key Bank account and that the total amount of cash on hand is \$203,916.00. Phil will also be amending the 2009/2010 Actual Budget by \$250.00 for the Fall Event. Lastly, there was a discussion on ideas of donation reporting and how the contributions flow thru different channels to the Foundation (Portland Schools Foundation, United Way, corporate matches, etc.)

PTA Report:

Christine requested that the PTA and the Foundation work together to select members for the principal search committee. She also requested that Dave Taylor speak to the PTA on January 10th to discuss the Foundation's fundraising mechanics. Christine reported that the PTA is still looking at ways to streamline fundraising activities. She indicated that funding proposals for the PTA reserves are due on November 20, 2010. Lastly, Christine passed on feedback from a parent who had attended the Foundation's Parents Night Out not being a fundraising event.

Annual Campaign:

It was reported by Phil that the first of the Annual Fund checks had arrived. The Board members agreed that the "Ask Letter" was well done, and that family participation needs to be increased above the 20% giving rate Tom discussed assigning board members classrooms so each member can personally contact parents. Lisa reminded the Board to contact parents, neighbors and grandparents to give to the Annual Fund.

Recognition:

Sarah lead a discussion as to whether or not the Donor Recognition event was worth keeping, or should be moved to the fall and Parents Night Out be moved to the spring. A decision was not made and there will be further discussion at December's meeting. Sarah also reported that she attended the PSF Welcome Back meeting. The main focus of the meeting was a discussion of Title 11 funds and how their

distribution benefits less advantage schools. Duniway does don't benefit from Title 11, but rather gives a portion of the Foundation's fundraising efforts to PSF for Title 11 schools.

Communications:

A report was not given, however, next steps around emailing as a follow-up to the annual campaign letters were discussed.

Auction:

Nikki reported that Joe Vihayathil will be the emcee of the Mad Hatters Ball. Joe is with KPTV's Good Day Oregon. She also reported that the auction has booked three sponsors and she outlined the auction night schedule. Lastly, Nikki reported that every business that donates to the auction will receive a window decal that they can place on their front door.

Miscellaneous:

Kristin reported that the next Dining for Duniway event will be in January at Laughing Planet. Sarah told the board about a program in Lake Oswego where a local realtor is the official realtor of the school district. Discussion followed about whether or not it would be feasible to have a realtor that works the Eastmoreland neighborhood be the official Duniway realtor. Phil, Mark and Kristin volunteered to look into the idea.

Next Meeting: Monday December 7, 7:00pm – Duniway library

Respectfully submitted,

Dean E. Wier, Substitute Secretary