

# DUNIWAY | SCHOOL FOUNDATION

November 20, 2009

Christine Morita-McVey & Andrew Reilly  
Co-Presidents  
Duniway PTA Board of Directors  
[pta\\_president@duniwayelementary.org](mailto:pta_president@duniwayelementary.org)

Dear Christine & Andrew:

On behalf of the Duniway School Foundation Board of Directors and Principal Meksavanh, I am pleased to request a grant of \$22,655.50 from the Duniway PTA's reserve funds. Our complete proposal follows.

Your grant will be used to help support and sustain Duniway's current level of teaching positions in its enrichment programs – which include physical education, music, library and literacy – during the next school year (2010-2011).

These programs significantly enhance the educational experience of our children, and help make Duniway an “exceptional” and “outstanding” school as rated by the Oregon Department of Education for the past seven years.

Please contact me, Principal Meksavanh or any member of the Duniway School Foundation Board if you have any questions or require more information.

Thank you for the outstanding support the PTA provides to the entire Duniway community. We are grateful for your consideration of this request.

Sincerely,



Tom Brim  
Foundation President

**Duniway School  
Foundation Board  
2009-2010**

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**Duniway Elementary  
School**  
Tou Meksavanh  
**Principal**

7700 Southeast Reed College Place • Portland, OR 97202

The non-profit Duniway School Foundation raises money for Duniway teaching positions that would otherwise be eliminated. Gifts come primarily from parents, friends, and neighbors of the Duniway community.

## **A PROPOSAL TO THE DUNIWAY PTA**

The Duniway School Foundation and Principal Meksavanh are pleased to request a grant of \$22,655.50 to support and sustain enrichment programs for Duniway students, including physical education, music, library and literacy programs.

### **THE DUNIWAY SCHOOL FOUNDATION:**

The Duniway School Foundation was formed in 1998 in response to an erosion of education funding which threatened enrichment programs like physical education and music in Oregon's public schools. The founding Board of Directors consisted of parents who believed these programs were as important to their children's educational, creative and social development as the school's core curricula, and they formed to raise the financial resources to ensure the programs would remain in place at Duniway. Today, the Foundation's current Board continues its mission to generate support from Duniway families and the local community in order to maintain these programs.

The funds raised by the Foundation are restricted to supporting teaching and staff positions; by comparison, the PTA supports crucial non-personnel needs like art, field trips and classroom supplies. Although the Foundation and the PTA are independent, parent-led organizations, their combined efforts provide a rich educational experience for Duniway students.

Traditionally, the Foundation's key sources of revenue are an annual auction and a direct mail appeal, which together produce well over 90 percent of funds raised. In accordance with Portland Public School Board policy, approximately one-third of these funds are contributed to the Portland Schools Foundation for re-distribution to district schools that do not possess dedicated foundations or a strong base of parent and volunteer support.

### **THE NEED:**

The funds raised by the Duniway School Foundation during a particular school year help fund staff positions for the following school year. In recent years, the Foundation has raised enough funds to support staffing for full-time physical education and music programs, as well as part-time library and literacy programs. Last year, however, Oregon's slumping economy and rising costs combined to produce a budget shortfall for the Foundation, and the Board was faced with the excruciating decision to reduce its support of one or more of these programs. After much deliberation, the Board opted to reduce its funding of Duniway's music teacher from 1.0 full-time equivalent (FTE), or five days per week of music instruction, to 0.6 FTE, or three days per week. Funding for the other enrichment programs remained at previous levels.

The amount raised by the Foundation to fund these positions within Duniway's enrichment programs totaled \$157,795.36. Late in the school year, the Foundation was approached by the Duniway PTA with the possibility of using the latter's surplus funds to restore a portion of music instruction. The resulting grant of \$20,595.91 from the PTA allowed the Foundation to increase its funding of Duniway's music teacher from 0.6 to 0.8 FTE, and thus the school's beloved music teacher, Dr. Bob, is providing four days per week of music instruction during the current school year. The total contribution from the Foundation, including the PTA grant, amounted to \$178,391.

## **OUR REQUEST:**

While the final numbers will not be confirmed until February 2010 or later, Principal Meksavanh estimates that due to rising health benefit costs for teachers and salary increases – especially if a new collective bargaining agreement is reached with PPS teachers – it will require about 10 percent more funding to support the current level of enrichment staffing. As such, it is estimated that \$196,230.40 will be required to fund full-time physical education instruction, four days per week of music instruction, and part-time library and literacy instruction next year.

Once again, the Foundation Board respectfully requests the PTA's support in funding the equivalent of one day of music instruction, which includes an estimated 10 percent increase over last year's \$20,595.91 grant – **for a total request of \$22,655.50**. Similarly, the Foundation Board has set a goal of raising the remaining budgeted amount through its traditional sources, which also assumes a 10 percent increase.

As stated, the grant would apply to the 2010-2011 school year, and be put into effect by Principal Meksavanh, in conjunction with the Duniway Foundation. Actions that need to be taken by the PTA include approval of the grant before February 2010, and disbursement of the funds by the end of the 2010 calendar year. The program will be carried out by the teachers and staff within Duniway's enrichment programs, with oversight by Principal Meksavanh's successor in the new school year. Potential limitations or constraints include lower than expected fundraising results for the Foundation this year, and/or higher than expected costs. No "side effects" are anticipated. The effectiveness of music instruction and the other enrichment programs will be measured by active student engagement, enthusiasm and their overall success.

Thank you for your consideration of this proposal.