

**EXECUTIVE BOARD OF DIRECTORS MEETING MINUTES – CENTENNIAL MIDDLE SCHOOL PSO Tuesday, January 17, 2017**  
**Next Meeting: Tuesday, February 21, 2017**  
 Presiding Officer: Tracy Belcher, President

<b>PSO EXECUTIVE BOARD</b>					
<i>Present</i>	<i>Name</i>	<i>Board Role</i>	<i>Present</i>	<i>Name</i>	<i>Board Role</i>
X	Bob Stevens	Principal	X	Tracy Belcher	President
X	Kristin Marshall	Assistant Principal	X	Kris Cardille	Vice-President
X	Mike Macken	Assistant Principal	X	Gail Willenbring	Co-Secretary

**Call to Order:**

Meeting called to order at 7:35AM by Tracy Belcher.

**Action Item(s) Follow Up:**

1. Either Gail Willenbring/Judie Offerdahl will complete minutes and send to BOD for review and posting.
2. Dana Andresen will post minutes on website.
3. Dana Andresen will send updated Passive Fundraising presentation to Mike Macken for staff distribution.
4. Art Show -
  - a. Mike Macken will ask Beth Bakken if it is possible to email just the art students' parent list linking to the PSO website - Bob Stevens will talk with Beth.
  - b. Investigate Google Form as a bidding tool for Art Show. Also, an update on the Art Show communication will be sent out after the first of the year – Mike will investigate BidPal. He doesn't think this will be a problem. Question – do we want to have online bidding or do we want to do paper bidding for this first time to see numbers of bidders and interest?
5. Response to 5<sup>th</sup> Grade Orientation -
  - a. Very favorable and good turnout.
  - b. Discuss drawing for left over t shirts
    - i. Dana Andresen to work with Gail Willenbring to get something to Beth Bakken. There are 6-8 t-shirts to use in a drawing. Sign-up with the PSO for the 5<sup>th</sup> Grade Parent Night – Gail will talk with Dana as there are 8 individuals from the 5<sup>th</sup> Grade Orientation Night that signed up (really 9, but one individual is a staff member) that we can give the t-shirts to. Gail has the list of names/email and will send them to Dana via email.
6. Discuss interest level for supporting the next levy- Reflect and come up with a decision in Jan - Tabling until the February 2017 BOD Meeting. Bob Stevens will pull together information what they'll be supporting.
 

Options:

  - a. Can decline
  - b. Can do an initiative but not with current funds--
  - c. Can be inside a specific event--multi building spaghetti dinner. Bingo night, etc.
  - d. Can just have volunteers to do a district wide event
7. CAEF –
  - a. Jan Kreminski, Chair of the CAEF (Centennial Area Education Fund) will be at the PSO Membership for the ten minutes or so to present the what CAEF is about and to talk about the Gala in support of Sara Florin and the Media Makerspace.
  - b. Discussion with Bob Stevens on grants needed from the CAEF per Dana Andresen's email. From the PSO, we will commit to \$600. Emphasize the Learning Commons and Makers Space to use at the gala.
8. For the March meeting will be discuss the budget cuts to both motivate and make transparent to the parents. Would like to get Brian Dietz to come in to have a casual Q&A.
9. Treasurer's Reports – Tracy Belcher to touch base with Dana Andresen for updates.
10. The Labels for Education (Campbell Soup) – we are done with this program. We will be receiving \$100 gift card.
11. Box Tops (\$6,500) will be submitted in March.
12. Staff Appreciation (February 6<sup>th</sup>-10<sup>th</sup>) – Kris Cardille said that she's in the planning stages, that she started working with the kids to make cards for the staff, and that the theme will be Dr. Seuss.

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13. Art Show –
  - a. Donations of frames are steadily coming in
  - b. Promotion/Materials – Dana Andresen will sent out PDF's of what's been done so far for the poster, brochure and info card the teachers requests. The Art Department declined the poster so Dana will get back with another idea and Tracy Belcher will check with Dana for further assistance.
14. Cougar Me Fun Run –
  - a. A meeting will be setup with Kelly Thurmes, Tracy Belcher, Bob Stevens, Cindy Hillman, and Paul Wiehe to talk about tasks that need to be done (i.e. Fire/Police Departments – Officer Vang; balloons, arch, promotion materials, t-shirts/other memorabilia, DJ (using conservative music), powder, registration process, etc.).
15. Facebook Traffic – don't know where we are at with this – Tracy Belcher will ask Dana Andresen.
16. Meeting frequency – Dana Andresen would like to propose a move of reducing meeting frequency to either every other month or quarterly. Bob Stevens would like to keep the BOD Meetings occurrence the same. Touched briefly on the frequency of the PSO Membership Meetings, maybe try morning meetings? Cancel the 02/21/17 meeting? Also, there will be signage at the PSO Membership Meetings to re-direct participants away from going through the office

**Treasurer's Report:****Unfinished Business:****Updates:****New Business:****Updated Action Item(s):**

1. Either Gail Willenbring/Judie Offerdahl will complete minutes and send to BOD for review and posting.
2. Dana Andresen will post minutes on website.

**Adjourn Meeting**

The meeting was adjourned at 8:25AM by Tracy Belcher.