

EXECUTIVE BOARD OF DIRECTORS MEETING – CENTENNIAL MIDDLE SCHOOL PSO

Tuesday, September 8, 2015

Next Meeting: Monday, September 14, 2015 time TBD

Presiding Officer: Tracy Belcher, President

Attendance: Mark present with 'X'

| PSO EXECUTIVE BOARD | | | | | |
|----------------------------|---------------|-------------------|-------------------|--------------------------|-------------------|
| <i>Present</i> | <i>Name</i> | <i>Board Role</i> | <i>Present</i> | <i>Name</i> | <i>Board Role</i> |
| X | Tracy Belcher | President | | | |
| X | Dana Andresen | Sec./Treasurer | | | |
| | Bob Stevens | Principal | | | |
| GUESTS | | | | | |
| <i>Present</i> | <i>Name</i> | | <i>Member (X)</i> | <i>Administrator (X)</i> | |
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Action Item Follow Up:

1. Email Dale Schuster and cc: Bob Stevens prior to each event which CMS PSO wishes to have a table set up. Clarify what is needed. – Tracy Belcher
2. ~~Identify available dates for programming and submit request to Kathy Johnson in Community Services— 763-792-6104. — Dana Andresen Emailed Kathy Johnson~~
3. Establish CMS PSO calendar and forward to Beth Bakken – Dana Andresen IN PROGRESS
4. ~~Contact Lino Lakes Police Department to coordinate date for Internet Safety program. — Tracy Belcher~~
5. Contact Tom Conry ahead of programs for auditorium needs: tconry@isd12.org – Ongoing by each PSO Program Coordinator
6. ~~Contact Amy Mueller regarding Color Run process and for facilitation company information. 612-618-8951; amy lind78@gmail.com — Dana Andresen~~
7. ~~Follow up with Beth Bakken regarding mailbox for PSO, phone number and phone standards for PSO. — Dana Andresen~~
8. ~~Reach out to Steph Sianko to identify if she wishes our partnership in promoting Drug/Alcohol Prevention program. — Dana Andresen~~
9. ~~Identify when Superintendent Brian Dietz has scheduled time with the PSO. — Beth Bakken~~

Unfinished Business

- PTA materials return
- Volunteer scheduling for upcoming programming/events
- Program dates
- Sponsor program
- Meeting agenda
- Roberts Rules
- Technology issues/considerations

Treasurer's Report

- Accounting
- Checking account status

New business:

- Standing rules document

Updated Action Items:

1. Email Dale Schuster and cc: Bob Stevens prior to each event which CMS PSO wishes to have a table set up. Clarify what is needed. – Tracy Belcher
2. Establish CMS PSO calendar and forward to Beth Bakken – Dana Andresen IN PROGRESS
3. Contact Tom Conry ahead of programs for auditorium needs: tconry@isd12.org – Ongoing by each PSO Program Coordinator
4. Draft volunteer needs document outlining roles and responsibilities
5. Post agenda on website
6. In the Know submission

Meeting adjournment