

<b>Group/Committee</b>		PDC Members			
<b>List of Participants to Notify/Remind</b>		PDC Members			
<b>Meeting Date</b>	3/18/10	<b>Start Time</b>	2:45 PM	<b>End Time</b>	3:45 PM
<b>Purpose</b>	<ul style="list-style-type: none"> <li>• Give/hear updates</li> <li>• Address concerns from the community</li> <li>• Discuss budget crisis</li> </ul>				
<b>Desired Outcome</b>	<ul style="list-style-type: none"> <li>• Plan next steps based on action item updates</li> </ul>				
<b>Participants Should Bring</b>	nothing				
<b>Participants should do/read in advance of meeting</b>					

<b>Facilitator</b>	Lisa
<b>Time Keeper</b>	Meg
<b>Note Taker</b>	Heather

Agenda Items	Time	Intent/Discuss/Decide	Person Responsible	Outcome
<b>Concerns from the community</b>	20	<b>Discuss</b> any concerns or feedback from the community / BUDGET	All	<ul style="list-style-type: none"> <li>• How much do we need at the auction to keep our current staffing? <b>160K</b></li> <li>• We have 20K-ish from the Run, Walk, &amp; Roll</li> <li>• <b>Budget:</b> Reviewed who is on the committee, PDC members are impressed with the survey. Timeline is listed on the BSD site. What are the sentiments around Enatai amongst staff? Staff is excited that feedback is being requested <i>and</i> submitted.</li> <li>• <b>What about our 100% participation goal?</b> We haven't had a lot of events to monitor this goal but will discuss this at our next meeting prior to the Variety Show.</li> </ul>
<b>Equity Meeting</b>	5	Share the thoughts from the Equity Meeting	Heather	<ul style="list-style-type: none"> <li>• There's an equity committee for the district. Linda Mui is on the committee. Parent volunteering was a topic. She had an idea of grouping parents for the volunteer "tea" and have them share what was positive about their volunteer experience or what might make it better. <i>Choir may sing, have teachers send feedback information by email and/or inside the volunteer tea information</i></li> </ul>
<b>Sound Bytes</b>	15		Kim	<ul style="list-style-type: none"> <li>• PDC bytes are live!</li> <li>• Kim to send out PDC sound byte schedule</li> </ul>
<b>PDC Tagline, Words, Logo, and Name Badges</b>	5		Lisa	<ul style="list-style-type: none"> <li>• Lisa will print badges soon and leave them in the office near the other visitor badges.</li> </ul>

- (1) Gather information, analyze data, and make recommendations to enhance school program.
  - a. **Heather** Review WASL or equivalent test results annually, identify gaps, achievement gaps, recommend program enhancements
  - b. **Tricia** (work with Marie) Attain minimum 60% participation in annual community survey
  - c. **Heather** Review student retention rates, evaluate trends, recommend program enhancements
  - d. **Heather** Review demographic information, propose programs to support all community needs.
  - e. **Lisa & Julie** Review research on proven effectiveness in establishing middle school and preschool preparation in the elementary years, identify opportunities, and communicate existing programs of interest.
- (2) Communicate information to and from community to build common understanding
  - a. **Kim** Include PDC “soundbits” via Enatai weekly news (WASL information?, Rtl at Enatai, relationship between PDC and PTSA)
  - b. **Sandy** Hold at least THREE PDC family education nights on relevant topics (Love & Logic)
  - c. **Lisa & Heather** Build web presence with monthly meeting minutes and relevant shared information
  - d. **Michelle** Participate in PTSA monthly meetings and annual budget planning
- (3) Strengthen the connection between school and community
  - a. **Karin & Kim** Volunteer Hours – loose structure around volunteer time
  - b. **PDC** Gain 100% participation of families in at least one school event during 2009-2010
  - c. **Lisa** Build PDC Brand with name tags, photos, and program details
  - d. **Sandy** PARENT EDUCATION – transitions, Love & Logic, training and educating around Rtl
  - e. **PDC** Support PTSA programs with Board & General meeting attendance & participation