

**COUNCIL OF DARIEN SCHOOL PARENTS  
DRAFT MINUTES OF THE OCTOBER 5, 2017 GENERAL MEETING**

Beth Lane opened the meeting at 9:32 am.

Beth Lane and Wendy Ward welcomed all of the CDSP members, and facilitated introductions.

Sara Parent made a motion to approve the May 4, 2017 CDSP Meeting Minutes with one revision. Lillian Raben seconded the motion, and the revised minutes were approved.

**CO-CHAIR UPDATE**

Wendy and Beth reviewed CDSP's mission, purpose, and connection to the PTOs.

Fostering good communication is one of CDSP's goals for 2017-18. Wendy and Beth circulated a list of sources that will help CDSP members direct parents with questions or concerns to appropriate sources of thorough and accurate information.

New privacy laws have created challenges regarding access to school parents' contact information; the process of compiling information for school directories was affected, and the issues with Lifetouch email distribution lists are being resolved.

The Community Fund's "Our Darien" underage drinking campaign has been extremely successful and also helpful with the new DHS Commitment Policy and related educational presentations.

PTOs should be aware of CDSP's Record Retention Policy (page 8 of Financial Guidelines). Google Drive is alleviating records storage issues.

Marc Marin, Director of Instructional Technology, will provide a Google Docs, Google Classroom and Aspen tutorial during the December 7th CDSP meeting.

Beth and Wendy advised PTO Co-Chairs to review their school budgets monthly.

**COMMUNITY OUTREACH UPDATE**

Julie Best (CDSP Community Outreach Chair) provided a Thriving Youth update, which included positive feedback regarding the DHS Commitment Policy and educational presentation, which 85% of DHS students have attended.

Julie also explained the purpose and procedure of Darien's new Juvenile Review Board, a one-time alternative option to the court system for a student's first legal offense.

### **SPECIAL EDUCATION UPDATE**

Catherine Piorkowski (CDSP Special Education Chair) described the general role of Special Education Representatives, which may differ slightly from school to school.

SE Reps look for inclusion opportunities for children with special needs and for community-building opportunities, which often benefit all students.

SE Reps meet as a Special Education committee monthly to share ideas and information, but report to their PTOs.

### **RTM EDUCATION COMMITTEE UPDATE**

The audio recording of the most recent RTM Education Committee can be heard on Vimeo. The next meeting is scheduled for Monday, October 16 at 8pm.

### **RTM FINANCE & BUDGET COMMITTEE UPDATE**

The next RTM F & B Committee Meeting is scheduled for Tuesday, October 17 at 7:30pm.

### **EDUCATION BUDGET UPDATE**

Building Committee for DHS cafeteria expansion project will deliberate vendor selection tomorrow morning in an executive session. No need for CDSP members to attend.

Budget meeting tomorrow morning at 8:15. CDSP members are encouraged to attend.

### **FINANCIAL GUIDELINES**

Amy Zerbe (CDSP Treasurer) briefly reviewed the CDSP Financial Guidelines and answered questions. PTO Co-Chairs and Treasurers have received and are reviewing the Financial Guidelines. Financial Guidelines will be posted on the CDSP website as well.

Meeting adjourned at 10:35.

Respectfully submitted by Tiffany O'Connor, CDSP Secretary.