

## C3 IAT Minutes

September 10, 2013

**Present:** Laura Datz, Amy Friedman, Leigh Houser, Susan Logan, Julia Shepherd

**Not Present:** Liz Aybar, Amber Kim

**Minutes prepared by:** Amy Friedman

**The meeting was convened at 3:30.**

### **Topic: Status on C3 Enrollment and Upcoming Fall Adjustment**

Julia shared that the enrollment projections for K-3 were 184 students. As of 9/10/13, there are 190 students enrolled. The goal is to add 1 more student by Thursday, 9/12/13, the DPS count day. Additional funds received as a result of exceeding enrollment projections will be used to support through the district. This will alleviate some of the current secretary's responsibilities so she can focus on meeting the needs of the C3 parent, student and teacher community. The district needs to determine if C3 has any carry forward funds from last year and then determine the per pupil amount it will allocate before C3 knows the total increase in its budget for this year.

### **Topic: IAT By Laws, Review, Vote**

The team reviewed the by-laws. The by-laws were unanimously approved with the condition that Julia review the two highlighted sections with appropriate district staff. The two sections have to do with ensuring compliance with state and federal law, etc. and clarifying that only one vote per household is permitted as part of the parent representative election process. Julia will notify the IAT of any changes. A new vote will be conducted if updates are made to the bylaws.

### **Topic: Plan Elections for New Parent Reps**

The teachers already elected new teacher representatives for the 2013-2014 school year. Leigh Houser will continue to serve on the IAT and she will be joined by Francie Dale and Katie Shaw at the October 2013 meeting. Julia will lead the staff process to elect a Classified Employee representative by the first meeting which the group determined would be October 3 from 4:00-5:30. The parent nomination and election process and timeline was determined (see below). Amy Friedman agreed to update the nomination form and letter so that it could be distributed on the 12<sup>th</sup>.

9/12/13	IAT Nomination Forms distributed via Thursday Folders, at Back to School Night, via the Chatter
9/17/13	Return all IAT Nomination Forms to the Main Office
9/19/13	Paper ballots to elect one additional IAT member will be sent home with students in Thursday Folders
9/24/13	Return all IAT Election Forms to the Main Office

9/26/13	Announce newly elected IAT parent representative via Thursday Folders and via the Chatter
10/3/13	First IAT Meeting

**The meeting was adjourned at 4:15.**

**Next meeting: October 3 from 4-5:30 at C3**