



**Down Syndrome Association of Wisconsin, Inc.  
Board of Directors Meeting Agenda**

**Monday, May 9, 2011**

**NOTE: The Board meeting will be held starting at 12:00 noon at the Marion Center  
and will last no longer than 1 ½ hours**

- I. Health and Wellness Grants –Ron (15 min)
- II. Secretary's Report – Marita (5 min)
- III. Office Report – Ron (15 min)
- IV. Directional Budget Discussion – Nicole and Ron (30 min)
- V. Advocacy Committee – Mike (15 min)
- VI. Upcoming Committee Meetings
  - a. Golf Outing: Tues. May 10 at 6 p.m.
  - b. Philanthropy: Tues. May 10 at 7:30 p.m.
  - c. Awareness Walk: Mon. May 16 at 6:30 p.m.
  - d. Advocacy: June 7 at 6 p.m.



**Board of Directors Meeting Agenda  
(Detail with Documents to Review)**

I. Health and Wellness Grants –Ron (15 min)

II. Secretary's Report – Marita (5 min)

a. Draft Minutes from April Board meeting

b. Actions Taken Between Meetings

III. Office Report – Ron (15 min)

a. Office Report

IV. Directional Budget Discussion (30 min)

a. FY 11 P&L Statement

b. Directional Budget Discussion

V. Advocacy Committee – Mike (15 min)

a. Recommendations: (1) Send non-partisan information on how the budget being debated in Madison affects the DSAW community, and encourage members to contact legislators if they are so moved; (2) set up and publish teleconference with Department of Health Services officials; (3) send the Dept. of Health Services survey to all DSAW members and encourage them to participate; and (4) send non-partisan information (If it's available. And if not, information on both sides of the issue.) on the special ed. vouchers to members.

VI. Upcoming Committee Meetings

a. Golf Outing: Tues. May 10 at 6 p.m.

b. Philanthropy: Tues. May 10 at 7:30 p.m.

c. Awareness Walk: Mon. May 16 at 6:30 p.m.

d. Advocacy: Tues. June 7 at 6 p.m.



**Down Syndrome Association of Wisconsin, Inc.**  
**Board of Directors Meeting**  
**April 12, 2011**

Attendees:

Andrew Gerbitz

Tom O'Day

Peter Loeffel

Brian Perhach (by phone)

Marita Stannis

Ron Malloy

Mike Bare

Amanda Bell of Lov- Dane

NOTE: THE PACKET OF MATERIALS HANDED OUT IN ADVANCE OF THE BOARD MEETING IS ATTACHED TO THESE MINUTES.

- I. Amanda Bell from Lov- Dane came in to speak about Asset Based Community Development (ABCD).
- II. The Board reviewed the Secretary's report and minutes from the March 2011 Board Meeting. T. O'Day moved to approve, M. Bare seconded. Passed unanimously.
- III. The Board reviewed the Treasurer's report. R. Malloy noted that the budget is on track There will also be a directional draft of the budget presented at the May Board Meeting and the final budget can be voted on at the June meeting. P. Loeffel moved to approve the Treasurer's report. M. Stannis seconded. Passed Unanimously.
- IV. The Board reviewed the Office report. R. Malloy stated that Lose the Training Wheels already has about 30 volunteers and that the online registration is going well. R. Malloy and A. Fech met with a group in Kohler that would like to join on as a chapter, they have not been provided with the Administration Rules as of yet. The CVC chapter would like to advertise for open leadership positions. T. O'Day moved to give CVC and Green Bay up to \$2500 from their budgets for PR and advertising. P. Loeffel seconded, passed unanimously. T. O'Day moved to give CVC the spending authority of up to \$2500 of their funds for a contractor through September. Passed unanimously. B. Perhach moved to give ACAP \$200 to sponsor their end the R word campaign. M. Stannis seconded, passed unanimously.



- V. R. Malloy stated that there is money in the budget for pay increases, agreed that 5% pay increase is adequate and all raises should take place on July 1<sup>st</sup>.
- VI. R. Malloy is working to finalize the outline and “funding plan” for the Philanthropy committee and should have it complete by the next Board Meeting.
- VII. The tabled motion for advocacy policy. R. Malloy stated that the committee is too broad for the beginning stages.
- VIII. T O’Day is setting up a teleconference regarding the Budget Repair bill and what it will mean to our members and their services. The Advocacy Committee will meet prior to that to set up talking points for this.
- IX. T. O’ Day moved to adjourn. A. Gerbitz seconded. Passed unanimously.



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- VI. R. Malloy is working to finalize the outline and “funding plan” for the Philanthropy committee and should have it complete by the next Board Meeting.
- VII. The tabled motion for advocacy policy— was revisited. The tabled motion read:

“that the Board develop a policy regarding advocacy which provides information to members on a non-partisan, neutral basis. The Advocacy Committee is charged with presenting to the Board issues they would like to see DSAW advocate or issues on which they would like to see DSAW take a position as an organization. Board approval is needed for any ‘call to action’ or action taking a position as an organization.”

R. Malloy stated that the committee isaction plan may be too broad for the beginning stages of the committee work. The Board approved the motion unanimously.

VIII. The Advocacy Committee will recommend action items at the next Board meeting in May. T O’Day is setting up a teleconference regarding the Budget Repair bill and what it will mean to our members and their services. The Advocacy Committee will meet prior to that to set up talking points for this.

- VIII. ~~T. O’ Day~~ moved to adjourn. A. Gerbitz seconded. Passed unanimously.



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**Board of Directors  
Record of Action Taken Between Meetings**

**Action Taken by the Board of Directors Between April 13, 2011 and May 9, 2011**

**DSAW Board of Directors Meeting: May 9, 2011**

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**Per Article 6, section 6 of the By-Laws:**

Action by Directors Without a Meeting. Any action required or permitted of the Board or of any committee thereof may be taken without a meeting, if written consent is signed by all Directors on the Board or committee, as the case may be, and is filed with the minutes of the proceedings of the Board or committee.

**NO VOTES TAKEN OUTSIDE OF BOARD MEETINGS THIS  
MONTH**

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## **April Program Events and Outreach**

### **Outreach**

- 4-7-2011 Dynovox Augmentative Communication DADs Presentation. Attended by 10 DADs
- 4-8-2011, Self Determination in schools. In place of the two day seminar with cost of \$55/educator, DSAW will instead host a 3 hour no charge dinner on 4-8-2011 with the speaker being UW Special Education Assistant Professor and DSAW Board Member, Mary Pearson. Attended by 30.
- 4-21-2011, Stevens Point. The outreach has evolved and expanded to a full day of presentations including multiple Peer Sensitivity training sessions and a teacher's in-service. Angie presented to 500 students.
- In calendar year 2011 we have presented Peer Sensitivity to 800 students. A tremendous job promoting, organizing and presenting on Peer Sensitivity.

### **Events**

- 4-29-2011, Spring Break play date was attended by 7. Everyone had a good time.

### **Upcoming Events**

- 5-29-2011, The Brewers Outing is scheduled for Sunday May 29, 2011 and DSAW is expecting attendance from all Chapters and Stevens Point. The event is co-sponsored with DADs. 100 registered as of 5-4-2011. Food to be cooked in place of catered food with an estimated \$1,000 in savings.
- 6-25-2011, Family Sock-Hop and Picnic. 11am to 5 pm at the Marian Center. Replaces the July 3<sup>rd</sup> event. In conjunction with Claire Oasis. The goal is organizational awareness. This event is in partnership with DADs.
- 6-27-2011, LTTW will be held June 27 – July 1, 2011 in Cudahy this year. The registration website was opened up on May 1, 2011. As of 5-4-2011 we have 10 applicants. The camp is expected to sell out.
  - \$50 in bottled water donations
  - \$500 Sitzmark donation
  - \$100 worth of donated lunches

### **Philanthropy Committee**

- Most grants talk to the long term sustainable of the organization, specifically mentioning formal leadership succession planning. Could the board create a succession plan within the next year. The office will begin arranging for small group feedback in addition to our survey.

## **Upcoming Outreach**

- 5-6-2011, Sibs presentation to parents. 25 registered as of 5-4-2011.
- 5-7-2011, Stevens Point IEP Seminar planned for May in conjunction with the local Down syndrome organization. 6 registered as of 5-4-2011 plus 1 roadmap session.
- 5-21-2011, Potty training with guest speaker Alice Belgrade in partnership with the Down Syndrome Clinic. 50 registered as of 5-4-2011. Planning for 75. Member registration fee = \$25, non-Member registration fee = \$35.

## **Fundraising Events**

### **Walk**

- Firstgiving was opened up on April 30<sup>th</sup>.
- 5 Fundraising pages completed
- \$150 in registration income
- \$150 in donations

### **Golf Outing**

- 10 new sponsor letters mailed in April.

## **Volunteers**

### **LTTW Volunteers**

- 30 volunteers confirmed as of 5-5-2011.
- The City of Cudahy Mayor, Tony Day, is helping with promoting the camp.
- The registration website is open to accept volunteers

## **Other**

### **Grants – Milwaukee**

- \$250 horseback riding
- (3) \$50 \$2 4 6 ate grants

### **Chapters**

- Ron Malloy to talk with parents in Janesville / Beloit about DSAW programming in Rock County on May 27<sup>th</sup>.
- Kohler has officially signed on as a Chapter. A Board visit is planned on May 21, 2011.



# Workshop Evaluation

Down Syndrome Association of WI, Inc • 3211 South Lake Drive, Suite 113 • Saint Francis, WI 53235  
[www.DSAW.org](http://www.DSAW.org)

## “Self-Determination Training for Education Professionals”

Presented by Dr. Mary Pearson, Assistant Professor of Special Education,  
 University of Wisconsin – LaCrosse

**Friday, April 8<sup>th</sup>, 2011**

New Berlin West High School – IDEA Center

**1. The speaker’s level of expertise on the content presented was:**

Excellent - 10      Very Good - 8      Good - 3      Fair - 3      Poor

**2. The program was:**

Excellent - 9      Very Good - 6      Good - 6      Fair - 3      Poor

**3. The handouts were:**

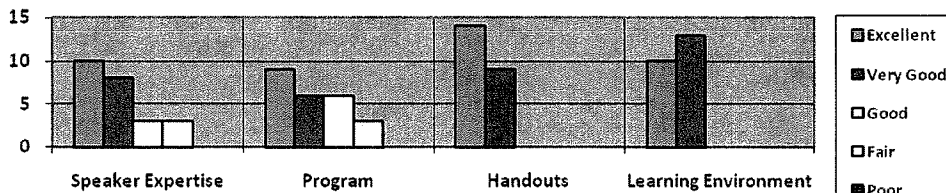
Excellent - 14      Very Good - 9      Good       Fair       Poor

**4. The learning environment:**

Excellent - 10      Very Good - 13      Good       Fair       Poor

**Total Attendees = 32**

**Returned Evaluations = 24 (75% Return)**



### **What Info do you plan to use?**

Allowing more choice – thinking of students as driving the choices given – giving students more choice, respecting student's choice even if I don't agree with it – giving more choices

self-directed time,

verbalize behavior

Goal Setting

Information from handouts - Self-Determination Guide - P. 2 of Self-Determination Sheet to see what my kids can & will be doing; I will also read the folder in entirety – list of self-determination strategies & use them more often – I think the list can be used as a “skill a week” – I will share Self-Determination Guide w/staff

All – As Many As Possible

Plan to incorporate skills, knowledge and beliefs of Self-Determination – Involving & motivating students to be self-determined

Spread the Word to End the Word

Try to have more typical peers interact with the special education students in our middle school

I plan to look more into the website for additional information

### **Best Feature of Today's Program:**

Eagle Eyes Video - III

Youth Credo – II

I'm Determined Video - IIII

All of it

Resources - Info provided including varied strategies - Videos that illustrated the presentation points - Handouts

Engaging Speaker – Speaker's energy & personal stories – Speaker was knowledgeable & videos were excellent – Presenter was great

Centered on knowledge, skills and beliefs of self-determination – Awareness of the overall concept of empowering all children

through activities that teach self-determination

### **Areas to be Improved:**

More detail / information – More time required for the explanation of skills – More examples – More ideas on how to incorporate self-determination in the classroom – More discussion of ways to apply this into everyday work with students – I was hoping to have more detailed information regarding self-determination so that I could share with my staff and parents – More examples / information from speaker, some info but not much given

Change setting to allow proximity among attendees and speaker

Too cold in the room

### **Topic Ideas for Future Programs:**

Self-Determination & Transition Planning

Transitioning from HS and Job Opportunities beyond the “table wiping” for young adults w/Down syndrome

Assistive Technology

Inclusion Practices

More In-Depth on Self-Determination (examples of implementation) – Model Activities / Lesson Plans using Self-Determination strategies - II

How to increase motivation for individuals w/Down syndrome

### **Additional Comments:**

Not sure presentation would be appropriate for my school (MPS) but would like more opportunities to go more in-depth

Thank You – II

Thanks for invitation, sometimes private schools don't get the message

Nice Job, Great Video Support – Excellent presenter, one could feel how passionate she is about kids with special needs – Wonderful speaker

Great presentation, valuable for today's education professionals

Cut very short – know about cutting Saturday but what about all the time on Friday? Really? I took 2 days off of a second job for this – not worth it!! ☹

I've been teaching for 28 yrs & have implemented full inclusion programs in 2 schools. I believe in inclusion, it has grown and is very successful in our school – Stacy Robarge, Garland Elementary (MPS) [robargsa@milwaukee.k12.wi.us](mailto:robargsa@milwaukee.k12.wi.us) – *I would love for you to do a Professional Development at our school*

*Please contact Brown Deer School District re: this presentation*

# Down Syndrome Association of Wisconsin Inc.

## Budget vs. Actuals: Milwaukee- FY11 P&L Classes

July 2010 - June 2011

	Total			Lump	Projected	Projected %	Comment
	Actual	Budget	\$ Over Budget				
<b>Income</b>							
4100 DONATIONS RECEIVED	13,080.16	15,373.00	-2,292.84	1.2	156,996,192	102%	
MATCHING GIFT INCOME	3,933.44	87.00	3,846.44	1.2	4,720,128	5425%	
MEMORIAL	3,120.00	1,767.00	1,353.00	1.2	3,744	212%	
UNITED WAY	7,111.25	1,640.00	-5,471.25	1.2	853.5	52%	
WE CARE PROGRAM	510.14	797.00	-286.86	1.2	612,168	77%	
<b>Total 4100 DONATIONS RECEIVED</b>	<b>\$ 21,354.99</b>	<b>\$ 19,664.00</b>	<b>\$ 1,690.99</b>	<b>1.2</b>	<b>256,225,988</b>	<b>130%</b>	
4150 MEMBERSHIP	0.00	0.00	0.00	1.2	0	0%	
1 YEAR	820.00	935.00	-115.00	1.2	984	105%	
2 YEAR	4,410.00	4,520.00	-110.00	1.2	5,292	117%	
<b>Total 4150 MEMBERSHIP</b>	<b>\$ 5,230.00</b>	<b>\$ 5,455.00</b>	<b>\$ -225.00</b>	<b>1.2</b>	<b>6,276</b>	<b>115%</b>	
4200 MEMBER EVENT INCOME	0.00	0.00	0.00	1.0	0	0%	
BREWER OUTING	1,279.00	1,949.00	-670.00	1.0	1,779	91%	
CONFERENCE INCOME	365.00	4,386.00	-4,021.00	1.0	365	8%	
DADS	972.10	1,500.00	-527.90	1.2	1,166,52	78%	
LTTW	552.33	0.00	552.33	1.0	552,33	8%	
OUTREACH EVENT INCOME	345.00	0.00	345.00	1.0	345	0%	
Toilet Training	825.00	0.00	825.00	1.0	1,325	132%	
<b>Total OUTREACH EVENT INCOME</b>	<b>\$ 1,170.00</b>	<b>\$ 0.00</b>	<b>\$ 1,170.00</b>	<b>1.0</b>	<b>553,235</b>	<b>553235%</b>	Registration in progress
PICNIC DONATION	100.00	0.00	100.00	1.0	100	100%	
World Down Syndrome Day	222.50	0.00	222.50	1.0	222.5	222.5%	
<b>Total 4200 MEMBER EVENT INCOME</b>	<b>\$ 4,660.83</b>	<b>\$ 7,835.00</b>	<b>\$ -3,174.17</b>	<b>1.0</b>	<b>3,222.5</b>	<b>4%</b>	
4230 CORPORATE DONATIONS	250.00	0.00	250.00	1.0	250	250%	
4250 GRANT INCOME	4,000.00	12,000.00	-8,000.00	1.0	4,000	33%	Accounts for \$8K revenue shortage
4300 MARKETPLACE INCOME	0.00	789.00	-789.00	1.0	0	0%	
ANGEL PIN & BOOKMARK	0.00	6.00	-6.00	1.0	0	0%	
DSAW BRACELETS	25.00	0.00	25.00	1.0	25	25%	
WINDOW CLING	0.00	12.00	-12.00	1.0	0	0%	
<b>Total 4300 MARKETPLACE INCOME</b>	<b>\$ 25.00</b>	<b>\$ 807.00</b>	<b>\$ -782.00</b>	<b>1.0</b>	<b>25</b>	<b>3%</b>	
4600 INTEREST INCOME	1,399.31	2,375.00	-975.69	1.2	1,679,172	71%	
4700 FUNDRAISING EVENT INCOME	390.87	0.00	390.87	1.2	469,044	430%	
4720 GOLF OUTING INCOME	14,619.00	3,397.00	11,222.00	1.0	1,4619	26%	
AUCTION	2,115.00	8,110.00	-5,995.00	1.0	2,115	500%	
DINNER ONLY	125.00	25.00	100.00	1.0	125	500%	
DINNER SPONSOR	1,500.00	0.00	1,500.00	1.0	1,500	0%	
GENERAL DONATION	0.00	100.00	-100.00	1.0	0	0%	
HOLE SPONSOR	570.00	880.00	-310.00	1.0	570	65%	
LUNCH TABLE SPONSOR	1,600.00	825.00	775.00	1.0	1,600	193%	
RAFFLE	0.00	4,475.00	-4,475.00	1.0	0	0%	
REGISTRATION	15,205.00	20,100.00	-4,895.00	1.0	15,205	76%	
SHIRT SPONSOR	0.00	500.00	-500.00	1.0	0	0%	
<b>Total 4700 GOLF OUTING INCOME</b>	<b>\$ 35,734.00</b>	<b>\$ 38,412.00</b>	<b>\$ -2,678.00</b>	<b>1.0</b>	<b>35,734</b>	<b>93%</b>	
4721 NEW BREWERS WIVES	18,130.00	20,000.00	-1,870.00	1.0	18,130	91%	
4722 NEW BBAW 50%/50% AUCTION	216.05	10,000.00	-9,783.95	1.0	216.05	2%	Accounts for \$10K revenue shortage
4723 NEW CORPORATE INCOME	0.00	10,000.00	-10,000.00	1.0	0	0%	Accounts for \$10K revenue shortage
4730 AWARENESS WALK	95,449.38	0.00	95,449.38	1.0	95,449.38	0%	
AUCTION	0.00	2,000.00	-2,000.00	1.0	0	0%	
DONATIONS-FIRST GIVING	240.00	0.00	240.00	1.0	440	440%	Already \$200 in Firstgiving for May, \$1000 upside not forecasted
DONATIONS-OFFICE	2,655.00	0.00	2,655.00	1.0	2,655	2655%	
FOOD	0.00	3,000.00	-3,000.00	1.0	0	0%	
OTHER	10.00	549.00	-539.00	1.0	10	2%	
RAFFLE	0.00	2,000.00	-2,000.00	1.0	0	0%	
REGISTRATION-FIRST GIVING	-130.00	76,000.00	-76,130.00	1.0	-130	0%	
REGISTRATION-OFFICE	1,918.00	18,000.00	-16,082.00	1.0	1,918	11%	
SPONSORSHIP	3,700.00	4,000.00	-300.00	1.0	4,700	118%	From 2011 Walk
<b>Total 4730 AWARENESS WALK</b>	<b>\$ 103,842.38</b>	<b>\$ 105,549.00</b>	<b>\$ -1,706.62</b>	<b>1.0</b>	<b>105,042.38</b>	<b>100%</b>	
4998 MISCELLANEOUS INCOME	410.91	397.00	13.91	1.0	410.91	104%	
4999 TEMPORARY INCOME ACCOUNT	611.35	0.00	611.35	1.0	611.35	88%	\$28K under on revenue - 3 categories as listed above account for the shortage
<b>Total Income</b>	<b>\$ 196,255.79</b>	<b>\$ 232,494.00</b>	<b>\$ -36,238.21</b>	<b>1.0</b>	<b>204,325,244</b>	<b>84.41%</b>	



Account	Actual	Budget	Variance	%	Comments
5820 MARKETPLACE EXPENSE	1,033.91	477.00	556.91	216.75%	1 400 1433.91
DSAW MERCHANDISE	0.00	1,500.00	-1,500.00	0.00%	1 200 200
Total 5820 MARKETPLACE EXPENSE	\$ 1,033.91	\$ 1,977.00	\$ -943.09	52.30%	1633.91
5850 Board Expense	463.44	500.00	-36.56	92.69%	602.472
5855 Member Expenses	381.25	0.00	381.25	242.86%	495.625
5930 Licenses and Fees	85.00	35.00	50.00	142.86%	102
5990 MISCELLANEOUS	-35.05	8,786.00	-8,821.05	-0.40%	1957.94
5991 Chapter 501(3) Start-up Costs	0.00	3,250.00	-3,250.00	0.00%	0
5992 Volunteer Program	1,242.35	2,400.00	-1,157.65	51.76%	1542.35
Total Expenses	\$ 204,860.87	\$ 235,141.00	\$ -30,280.13	69.41%	257291.291
Net Operating Income	\$ 8,605.08	\$ 62,647.00	\$ 54,041.92	13.74%	-52966.047
Net Income	\$ 8,605.08	\$ 62,647.00	\$ 54,041.92	13.74%	-52966.047

Monday, May 02, 2011 11:41:41 AM PDT GMT-7 - Accrual Basis

301% Peer sensitivity consumed all 1,500 wrist bands  
 13%  
 83% Total marketplace is close to budget  
 120% Close to budget  
 291%  
 22% Unplanned, \$7K under budget  
 0% \$3K under budget - note that our investment in the chapters relates to staffing costs  
 64% \$1K under budget  
 87% \$37K less in expenses than planned  
 85% \$10K better than projected - nice job DSAW!!!!!!!!!!!!!!!!!!!!  
 85% Salaries under budget but addl expense for contractors offsets those amounts

**Directional Budget Discussion**

<b><u>Expense</u></b>	<b><u>Expense Description</u></b>
A	10000 Development Officer Contractor (Net Neutral - Ron)
A	1400 Event Assistant
A	1000 Wellness Grants
A	1000 Year End Letter (Donated)
A	500 ABCD Coffee
A	500 Child Care for Committee's
A	234 Rent (Notified of 2.7% increase July 1, 2011)
B	6000 Printer Capital, -1200/yr savings, 5 yr payback
B	1500 DSAIA Conference Board Members
B	1020 Salary Increase (ED, OM, PD)
B	1000 Chapter Accounting - Chapter Funded
B	1000 Laptop
B	1000 InDesign Training (Try and get for free)
B	1000 Volunteer Program
B	600 Wrist Bands Peer Sensitivity
C	1500 Chapter 501C3 - Chapter Funded
C	1500 Access to Medical Benefits Co-employment
C	1000 Incremental Waterpark
C	1000 Advertising
C	0 Advocacy Committee
D	0 LTTW Expansion (If we receive a grant)
IF	10000 Medical Outreach (If we receive a grant)
IF	5000 Camp Pals (If we receive a grant)
IF	3000 Outreach Non Medical (If we receive a grant)

<b><u>Net</u></b>	<b><u>Net Description</u></b>
-5000	Golf Outing Western Lakes
5000	Golf Outing 2 Blue Mound
10000	Walk
-1500	DADs

<b><u>Income</u></b>	<b><u>Income Description</u></b>
-18000	Brewer's Wives
50000	Grants / Corporate Donations
0	CVC
300	GB
0	Fox Cities
0	Kohler

**From:** Barbara J. Katz [<mailto:bjflash@charter.net>]

**Sent:** Friday, April 15, 2011 12:40 PM

**To:** [fan@lists.wisc.edu](mailto:fan@lists.wisc.edu)

**Subject:** Opportunity to Provide Suggestions to the Wisconsin Medicaid Program

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Greetings.

Please take a few minutes to provide your suggestions to Department of Health Services Secretary Dennis Smith and the Wisconsin Medicaid Program on how cost efficiencies, savings and improved outcomes can be implemented in Medicaid without harming your child and family. Dennis Smith is very interested in hearing from families, and this is a great opportunity to provide your suggestions.

Here is the link to the on-line survey: <http://www.surveymonkey.com/s/WI-Medicaid>

Thanks so much for taking the time to offer your suggestions.

Barbara

Barbara J. Katz

Co-Director

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