

## **DISCOVERY COMMUNITY SCHOOL**

### **Steering Meeting MINUTES draft**

**May 1, 2008, 6:30 PM**

Location: Carl Sandburg Teacher's Lounge

Present: Toby, Christi, Nadine, Dawn, Mark B, Jill, Pauline, Mark B, Pete, Linda, Shannon, Sara, Anne, Marc.

The meeting commenced at 6:34 PM.

**Welcome      Shannon/Pete**

No comments.

**Staff Report/Enrollment      Toby/Diane**

Diane reported that Friday Specials are going great. The school performance of the play will be 5/9/08 at 2:30 PM for those kids who have been in other Friday Specials or for families that will not be attending Spring Camp. The dress rehearsal will be 5/2/08.

Toby expressed his appreciation of the good attendance during WASL testing and the cooperation between Sandburg and DCS during testing while some classrooms had to move students for testing. There was an emphasis on a relaxed atmosphere during the testing which seemed to be successful. Mark stated that the Olders class did the morning announcement recently which is another community building tool between DCS and Sandburg.

**Volunteer Report                  Anne**

Anne continues to seek people to fill positions in the DCS org chart. She also reported that 6 families continue have a borderline number of volunteer hours. Volunteer hours need to be turned in by Monday, 5/12, after which letters will be sent out after to families that have fewer than 52 hours reported. This letter will request that the parents meet with Anne, Shannon or Pete, and Toby. Volunteer hours seem to be less this year at both DCS and Sandburg and this is presumed secondary at least in part to the current economic situation.

### **Committee Reports**

**Enrichment                  Nadine**

Nadine reported that Friday Specials are going well. The CO2 car race will be held

in the gym after school at some point. A preliminary race will be held 5/2/08 and students in the photography Friday Special will take pictures. Jill and Sherri will be leading Friday Specials next year.

**Finance/Grants      Cameron**

No new business reported.

**Community Outreach      Christi**

The Youngers decorated tin cans, and the Middlers made tissue paper flowers prior to the Earth Day event. The Earth Day event was a fun and useful activity, but had low attendance with four DCS families present. Possible reasons for the low attendance were suggested including full schedules with Spring sports activities and other commitments. Spring events tend to have lower attendance than fall events.

**Community Building/Elections Update      Pauline**

It was suggested that an invitation on DCS letterhead should be sent to new families for the May Community Meeting. It was also suggested that the school application should include a request for prospective families' email addresses.

**ACTION ITEM: Diane will ask Janet to add a request for email address to the school application.**

Pauline requested input on gifts for graduating families. In the past, each graduating family has received a small gift such as a book or plant. The idea of personalizing gifts was brought up. Discussion of different options for gifts followed, including an acknowledgement that the reflections Pauline has shared at Community in the past have been a very nice part of the graduation process. Pauline will continue to give this some thought and will take care of purchasing the gifts, as well as distributing them at the May Community Meeting.

**Communications      Dawn**

Mark B will be Communications Chair next year.

**Other Business**

## **Spring Camp Update**

**Dawn**

Volunteer spots are almost completely filled. There will be no polar bear swim as there is no lifeguard available. There will be 84 kids and 82 adults there for meals on Saturday, and 127 people staying overnight, with most staying for 2 nights. Special housing needs have all been accommodated.

## **Treasurer's Report**

**Sara and Marc**

Marc distributed an Income and Expense report dated 5/1/08 (see attached). The budget continues to be in the black. \$50 was moved from tech and supplies to staff appreciation to cover Joe's recent retirement gift. \$50 was also added to Hospitality for the Caring Coordinator expenses.

Marc proposed moving \$150 from Field Trips to Graduation for gifts for graduating parents who are leaving the Community. This would be put in a subcategory line item under graduation.

**VOTE:** A motion was made and was passed.

A vote was taken to determine if gifts should be for all graduating families, including those with returning/incoming kids.

**VOTE:** There was a majority of votes in favor of gifts only for graduating families that do not have returning/incoming kids.

Sara distributed the proposed budget for 2008-2009. Discussion followed on various aspects of the budget. The question of increasing Community Outreach budget was brought up. It was noted that expenses for Community Outreach were unusually high this year due to the last minute changes for the Women's Luncheon (supporting their move instead of simply serving a meal). Typically the meal is paid for through food donations from the Community. The current budget probably adequate. It was suggested that the Pool Party should be renamed Community/Swim event to allow for some flexibility in planning the event. It was noted that Spring Camp expenses will increase to \$9,000 this year. It was noted that we need to eventually find a server to host the DCS mailing groups that more than one person can administer. It was suggested that the DCS directory/roster can be printed by the LWSD print shop. Graduation costs were also discussed. In the past a formula has been used to calculate graduation costs.

**ACTION ITEM:** Anne and Marc will find the formula for calculating graduation costs.

## NEW BUSINESS

Information night was discussed. It was suggested that Information night be held separate from the Community Meeting. Info night could be held in the gym with with a similar format as in the past. There could be more of a focus on the academics. Steering members should plan to attend. Information night would continue to be mandatory, and an invitation would be given at that time to attend the February Community Meeting, which would be optional. It was suggested that info night be held during the week prior to Winter Break. A suggestion was made to consider showing the power point presentation at info night. It was also suggested to explore the idea of whether or not the application should always be available, but the current system is working quite well so no changes will be made at this time.

The meeting adjourned at 8:40 PM.

### VOTES TAKEN:

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### ACTION ITEMS

#### >From the May Steering Meeting:

Diane            Ask Janet to add a line for email address on the application.

Marc/  
Anne            Find formula for calculating graduation costs.