

DISCOVERY COMMUNITY SCHOOL

Steering Committee Meeting Agenda

3 June 2010

Location: Jill's house

ATTENDEES: Mark, Dawn, Jill, Diane, Janet, Stella, Pete, Nadine R, Susan V, Pauline T, Shannon, David, Cameron, Setty P, Cris P, Tom

6:50 **MOD MEETING** *presented by Diane*

The latest meeting has gone quite well. DCS is considered in all the thoughts.

7:00 **TEACHER'S REPORT** *presented by Diane*

Budget had listed two items science and art in the past, should we change science to be listed as "science and social studies" to cover this topic. Discussion on best way to list this in budget; agreed on two areas are "art" and "academic materials".

Monica does not feel like she needs a Technical Docent on the org chart for Olders; Diane also hasn't used on in the past. Carol has used a person in the past. Decided to pull this from the org chart to simplify the org chart (folks who have volunteered for this spot will contacted to still use their help).

7:10 **PRINCIPAL'S REPORT** *presented by Mark*

More than likely we will move to having the Youngers being K through 1st when the reorganization comes in 2012.

Testing has finished; the online test went fine. It really just felt like the WASL.

Mark expressed his appreciation for DCS and their involvement through the whole education process. He has been happy with the firm involved in the remodel has really been understanding of this as well.

Break ground June 2011 for the new building.

Summer is great for teachers; studying, work on how to collaborate; conferences; as well as R&R.

We will not get a Vice-Principal, just below the enrollment for one.

Curriculum night is tentatively set as 16 September.

Quick aside to thank Mark, Diane, Janet, Jill, and Dawn for all the work this year and how well everything went.

7:24 **TREASURER'S REPORT** *presented by Stella*

This is Stella's last meeting as Treasurer; Pete will be the chair next year. We currently have over \$1400 in checking and \$22,000 in savings.

Pete went to a seminar on tax implications for Exempt Organization. We have been filing the forms necessary in 2008 and 2009, so there has been no problem with laws about tax filings.

New regulations also allow us to raise \$50,000 a year and still be a small non-profit. We also need to keep our documentation on tax-exempt status available in case anyone asks for it.

Pete will request all the original documentation from the IRS so that we have it all.

We need to look out for the mail in the summer since last summer we missed some mail that could have been detrimental to our tax status. **ACTION ITEM:** Jill to follow up on making sure we have this covered.

COMMITTEE REPORTS

7:38 **COMMUNITY BUILDING** *presented by Nadine R.*

New co-chair – Peggy C.

22 July is the tentative date for the summer picnic for new families potentially at Blythe park in Bothell.

15 August (tentative date) for the pool party.

22 August would be the new family party.

26 August would be the Root Beer Social.

6 June is an Herbicide free date.

7:48 **VOLUNTEER COORDINATOR REPORT** *presented by Jill*

Only one family left missing volunteer hours to hit 65 hours; they are 9.5 hours behind. They have been making contact to check on what they can do to make their hours. Discussion on how these sorts of situations are handled and will be handled this year. Decision reached that process for alerting families behind on hours belong to Janet because she tracks the hours and is a paid employee of the District.

8:10 **FINANCE/GRANTS** *presented by Cameron*

Planning to do grants next year with Ingrid's help. We got one grant this year.

Fund Raising and Box Tops will be under Peggy again; this year she was running it and we made a little over \$15 more than we had budgeted.

Remind folks that people at Boeing and Microsoft can get matching moneys from their corporation for donating their time. Also, we should encourage folks that match donations to do it through their payroll deductions because it makes life easier for everyone paperwork wise.

8:15 **COMMUNITY OUTREACH** *presented by Susan V. and Setty P.*

Good that we did not have a spring event, but we already have 20 November set up to help Food Lifeline.

Susan is willing to step out if anyone wants to step up and join this committee.

8:21 **ENRICHMENT** *presented by Cris P. and Tom*

Discussion on ways to improve the Art Show and other Friday enrichment programs. Mark promised to sing at the next Winter event 😊

Staff Appreciation went well, but has some improvements that could be made. With the unspent budget under the committee gift cards were given to the staff as an additional thanks. In addition, a Harry David basket will be sent from the DCS families next week.

OTHER BUSINESS

8:31 **ORG CHART** *presented by Dawn*

Passed out the org chart at the last community meeting, and it was successful. Examples are all the committees have chairs and co-chairs, and the Youngers have 5 volunteers for field trips. Discussion on how to get current families involved more with the org chart; not as people to lead but rather to help out with each committee. Brainstormed ways to help folks realize that being on the committee is about helping out not following set rules and charter.

8:53 **NEW BUSINESS/Q&A**

Discussion about kitchen magnets with all of DCS information on them. *Cris/Tom Motion to spend \$250 on these magnets for everyone - passed.*

Dates for meetings next year will be emailed.

9:00

ADJOURN