

Discovery Community School

**Steering Meeting Minutes**

January 9, 2014

Location: Library

Present: Heather, Diane, Janet, Julie H, Lindsay, Pam, Amy, James, Shelley, Cris, John K, Jeff, Lisa, Christi,

WELCOME

Cris

Cris is extremely appreciative of the support the community has provided for her family during this difficult time. Thank you all!

PRINCIPAL'S REPORT

Heather

The 5<sup>th</sup> graders went to Finn Hill today for orientation, great experience.

Sandburg/DCS has been selected to be a pilot school for the new WA standardized test, the SBAC. Have heard good things about it, but will be difficult to assess against other schools as there is such as small pool. It is a "smarter" test, presenting the next question based on the answer the student gave to the previous question. Based on the Common Core state standards. Will be given during the window of May 19-June 6, to 3<sup>rd</sup>-5<sup>th</sup> grades. Will have practice tests to prepare for the SBAC.

Still working on some playground and recess issues; football in particular got pretty rough so the group is defining rules and creating contracts with the kids.

Natural playground is open more now, but kids are slipping on the wet wood and getting bruises. This is expected to improve with better weather and experience.

School Wide Positive Behaviour Support Plan: next step is to research which programs to consider, which one (or ones) best align with our needs. Parents and students are participating in the study.

TEACHER'S REPORT

Diane

Gearing up for Info Night! Diane reviewed the PowerPoint presentation, please email her if you have any suggestions to improve it. Cris suggested that we post the expectations of where kids should be when they start Kindergarten. Also, new parents need to register their kids for full day Kindergarten at home school (as a backup) or they may miss out. Kindergarten parents will struggle the most because the school system is all new to them. Add info about multi-age classroom functioning. Letters will be going out to waitlist families to see if they want to remain. There are 4 available spots in K, and a handful in the other grades. We will now only do the classroom visits for families that get on to the wait list; if they say no, we will pull in another family. (For example, EAS does the top 40 families for 30 spots, so we may do something similar.)

TREASURER'S REPORT

Jeff/Rick

We have received \$12,000 of the \$24,000 predicted income (fundraising and dues). We have over \$20K in our accounts. Passive fundraisers have brought in about \$600 so far, not including Christmas. Some discrepancy with what we approved to be our fundraising target, it is believed to be \$1,500. Right now, we fundraise as a group for our whole budget; group will need to decide in in Mar at budget meeting whether we continue to

fundraise that way, or target funds for IslandWood. Some concern as to whether or not we will still have an auction, as we do not have a chair yet for that event.

Lindsay stepped up to organize the Auction this year. Yay!

## COMMITTEE REPORTS

### ENRICHMENT

Julie/Susan

Friday Specials: Dates will be Jan 24, Feb 7, Feb 21, Mar 7. Pitch happens next Friday. This time it was very painful to pull together track leaders, maybe we need to revisit Friday Specials? Several ideas were proposed. (Diane reminded us that Friday Specials was once EVERY Friday, which was way too difficult, which is when we switched to 3 sessions.) Julie was encouraged to speak passionately at Community meeting to get people involved, and thinking about things that they could do. Many suggestions given. Tracks will be:

- Chinese New Year
- Tai Chi
- Puppetry
- Kites and windsocks

### VOLUNTEER COORDINATOR Shelley

Volunteer and Auction Coordinators are our top two posts that need recruitment for next year. Shelley and James will increase their recruiting efforts.

### COMMUNITY OUTREACH Pam/Susan

Food Lifeline: Sat, Jan 25, 1-4pm

- Volunteers to sign up via email. Participants need to be at least 6 years old.

Helping the Homeless in February

- Currently collecting hotel-sized toiletries (box in Sandburg office).
- Costco has donated a \$150 cash card to help purchase items for our sack lunches!

### ISLANDWOOD DISCUSSION Amy

- IslandWood surplus funds request: Amy put forth request for a maximum of \$4,648 from surplus funds to pay for the balance of the IslandWood trip. This amount reflects the total estimated trip cost (\$10,308) minus the student contributions (\$5,200) and the pie sale (\$460). It was further stipulated that any other funds raised this year go toward the 2015 trip, thus giving us extra time to raise money. Subsequent years would follow this arrangement (ie, 2014-15 school year to raise funds for 2016 trip). Request was approved unanimously. Please see Attachment #1 for budget details.
- Tiered payment system: Our approved budget for this year includes a \$200 per student cost for IslandWood. Motion put forward to implement a tiered payment structure, [similar to what the YMCA uses for their camps](#). The actual cost to send a student to IslandWood this year is estimated to be \$396; next year it will be \$405. Families will self-select which tier is appropriate for their circumstances, and it is important to note that scholarships are always available! Any monies collected through the tiered payment system will lower the amount of the above surplus funds request. Motion passed, unanimously. Our suggested tier structure will be:

- Tier 1: flat rate of \$200 per student, per the approved community budget.
- Tier 2: 75% of actual student cost, or \$297
- Tier 3: 100% of actual student cost, or \$396.
- Van drivers needed: Transportation to IslandWood for students and chaperones will be via two rental vans; this will be cheaper than the buses, and will be more reliable. Drivers are needed, please contact Amy. Cris asks that Heather confirm this is okay. [It is.] Also, we should look into whether district vans are available. [A district employee is required to drive them, so no.]
- Initial information packets will be going out next week with forms that need to be filled out by the end of the month.
- A representative from IslandWood will come out to speak to parents and answer questions prior to the next Steering meeting on Feb 6. Meeting will be in Mrs. Glassey's classroom from 5:45-6:15p.
- Reminder that Cheryl will be selecting chaperones based on the needs of her students. She has decided to bring only parents this year (no alumni) since it is her first year running the program.

#### NEW BUSINESS

Cris

- Information Night January 16 at 7:00 p.m. (Janet): volunteers have signed up for tour guides and questions. Another big night is expected.
- IRS letters: Need to go out by Jan 31. Jeff will take care of it.

8:15p, ADJOURN

No Reports this month:

COMMUNICATIONS

FUNDRAISING

COMMUNITY BUILDING

Attachment #1: IslandWood Budget Details for 2014 trip

	Item	Cost breakdown		Estimated total	Actual Total	Notes
		unit	price			
<b>Room and Board:</b>						
	Class Tuition:	26	\$280	\$7,280		
	Teacher:	1	\$0	\$0		
	Chaperones:	3	\$190	\$570		
	ADA accommodation	1	\$280	\$280		
<b>Total room/board cost:</b>				<b>\$8,130</b>	<b>\$ 8,130.00</b>	
<b>Teacher stipend:</b>				<b>\$1,225</b>	<b>\$ 1,225.00</b>	
<b>Transportation</b>						
						<i>26 students to transport, plus 4-5 adults=31 people = 2 vans + 1 car (teacher should keep car per rules)</i>
<b>Outbound</b>	Rental vans, 15 passengers each	2	\$146.08	\$292.16		<i>One van = \$146.08, with discount, Enterprise rental car on 124t, Kirkland</i>
	Ferry cost, vans	2	\$21.40	\$42.80		<i>Two vans, round trip = car+driver fare \$21.40</i>
	Ferry cost, passengers	4	\$2.00	\$8.00		<i>Passenger fare drops to \$2 for each vehicle in the group, with paperwork</i>
	Ferry cost, gear transport	1	\$21.40	\$21.40		<i>One truck, round trip = \$21.40</i>
	Ferry cost, teacher	1	\$10.70	\$10.70		<i>One car, one way fare \$10.70</i>
	Gas cost, gear transport + teacher	2	\$7.25	\$14.50		<i>Two vehicles, 29 miles total, \$0.25/m,</i>
	Gas cost, vans	4	\$4.00	\$16.00		<i>Two vehicles, 29 miles total, ~2 gallons ea</i>
	<i>Total for Outbound trip</i>				\$406	
<b>Homeward</b>	Rental vans, 15 passengers each	2	\$146.08	\$292.16		
	Ferry cost, vans	2	\$21.40	\$42.80		<i>Two vans, round trip = car+driver fare \$21.40</i>
	Ferry cost, passengers		\$0	\$0		<i>Passenger fares collected Westbound only</i>
	Ferry cost, gear transport	1	\$21.40	\$21.40		<i>One truck, round trip = \$21.40</i>
	Ferry cost, teacher	1	\$10.70	\$10.70		<i>One car, one way fare \$10.70</i>
	Gas cost, gear transport + teacher	2	\$7.25	\$14.50		<i>Two vehicles, 29 miles total, \$0.25/m,</i>
	Gas cost, vans	4	\$4.00	\$16.00		<i>Two vehicles, 29 miles total, ~2 gallons ea</i>
	<i>Total for Homeward trip</i>				\$397.56	
<b>Total Transport cost:</b>				<b>\$ 803.12</b>	<b>\$ -</b>	

	Item	Cost breakdown	Estimated total	Actual Total	Notes
<b>Incidentals:</b>					
	Name tags & luggage tags		\$ 25.00		
	Bandanas		\$ 75.00		
	Other:		\$ 50.00		
	Other:		\$ -		
<b>Total Incidentals:</b>			<b>\$ 150.00</b>	<b>\$ -</b>	
<b>GRAND TOTAL, EXPENSES</b>			<b>\$ 10,308.12</b>	<b>\$ 9,355.00</b>	
<b>Other planning data points:</b>					
			<i>Tier 3: Full</i>	<i>Tier 2: 75%</i>	<i>Tier 1: \$200</i>
	<i>Per student cost estimate</i>	26 \$10,308.12	\$396.47	\$297.35	\$200
	<i>Fundraising Target: individual</i>	26	\$0	\$99.12	\$196.47
	<b><i>Fundraising Target: total</i></b>		\$0	\$2,577.03	<b>\$5,108.12</b>
<b>Incoming funds:</b>					
	Fall Event Concessions				
	Older's Pie Sale			\$ 460.00	
	IslandWood Tuition Payments				
	Passive fundraisers				
	Other				
	Other				
<b>Total Incoming Funds:</b>				<b>\$ 460.00</b>	
<b>ACCOUNT BALANCE: Incoming Funds minus Total Expenses</b>				<b>(\$8,895.00)</b>	
	<b>Surplus fund request for:</b>	<b>\$4,648</b>			
which is the fundraising target (\$5108) minus what the olders earned at the pie sale (\$460)					
Should any families choose to pay at the Tier 2 or Tier 3 level, these funds will also go toward the trip, and will reduce the amount drawn from surplus funds.					