

# DISCOVERY COMMUNITY SCHOOL

## Community Meeting AGENDA

November 15, 2007, 6:30 p.m.

Location: Carl Sandburg Lower Building

Meeting called to order at 6:34 by Shannon B.

**Special Presentation-** powerpoint presentation from Susan V. on the Food Lifeline which 9 DCS families (26 people) participated on Nov 3<sup>rd</sup>. Great time had by all.

**Principal/VP Report-** Mark H talked about the assembly on being green and the Parent Information Night on Tuesday which was well attended. He is pleased how DCS is reaching out to the entire community. Toby presented at this month's LWSD Board meeting. Our Kids artwork is displayed so if anyone is in the area, they should stop in the district building at Redmond Center to view them. The reader board is currently blank due to someone deciding to rearrange the letters. The PTSA is looking into what they can do, some options being getting a shield, putting on a pole like FHJH or getting a digital reader board.

### **Teacher's Reports-**

Monica talked about Outdoor Ed coming up for the 6<sup>th</sup> graders for DCS/Sandburg. Rinneke will substitute for the 5<sup>th</sup> graders. The Learning Celebration/Pie Share will have the Older's making the pies. They are busy working on fractions which flows very well into pies and ingredients that go into them. Report cards will be sent home next Wed after Pie Share. Monica mentioned the revised reporting system of LWSD with report cards being only one aspect.

Carol talked about Narrative report cards and the history with DCS. Also the Middles class is going to present at Pie Share the Heritage Project they have been working hard on. They have been learning about the history of Kirkland and now touching on the annexation of Juanita, Finn Hill and Kingsgate areas into Kirkland city limits.

Diane talked about the Foss Kits for Science and how great they are. She is working on possibly building a cave for Pie Share Learning Celebration with the help of Jill C. The Younger's recently took a field trip to the recycling center. Diane also went into the report cards and how it informs the parents on how their children are to standard. Also the Suggestion Box is moved by the cabinet where you log your hours so feel free to write anything anonymous or not.

**Treasurer's Report/Financial Statement-** Marc presented financials and new reimbursement request form. Changes are to have the line items match the budget line items so it will match up to financials. Also signature requests are also modified to be more clear. Marc will be emailing the financials after every steering meeting so everyone can be informed.

**PTSA Finance Update-** Pete was asked to be on the finance committee. They have a surplus from the Fun Run and finance committee will look into how to spend the surplus.

- ◆ Parents and teachers, please submit fund requests to the PTSA for non-DCS enrichment purchases.
- ◆ Classroom equipment, furniture, books, and classroom supplies are examples of purchases that may be forwarded to the PTSA meeting for approval.

**Volunteer Report-** Anne thanked the room rep's and parents for great Halloween party. Please log your hours. Position open for Staff Appreciation, if interested contact Anne.

## COMMITTEE REPORTS

### FINANCE-

Fund Raising- Gabrielle talked about Box Tops, Cell phones, Cartridges and soup labels. Just submitted Box tops last month and received 6, 081 points which can be redeemed for merchandise. For soup labels be sure you get the entire UPC code. He has printouts of all the fund raising types for new families or anyone interested.

### COMMUNICATIONS-

- ◆ **DCS Bookmark**
- ◆ **New Mailing List**
  - ❖ **"Official Business" E-mail List ([dcs-business@dcscg.org](mailto:dcs-business@dcscg.org))**
    - ➔ For official DCS business of a time sensitive nature that cannot wait for a Parent Organizer announcement (please continue to use PO whenever possible.)
    - ➔ We ask that every DCS member subscribe to this mailing list in addition to your individual class list (Youngers, Middles, Olders).
  - ❖ **"Community" E-mail List ([community@dcscg.org](mailto:community@dcscg.org))**
    - ➔ We will continue to use the old "Community" e-mail list as a virtual bulletin board for all sorts of non-official but essential information-sharing.
    - ➔ Subscribing to this list is optional.
- ◆ **For All Mailing Lists (Including Class Lists)**
  - ❖ Please Use Clear Subject Lines
  - ❖ Use "Reply to All" Carefully
  - ❖ Go to the Source When Possible

### FACILITIES- NO REPORT

**COMMUNITY OUTREACH-** SUSAN V. Plan to participate in Sandburg's upcoming food and toy drives. Hopelink rep was unable to come to do the hunger presentation prior to Food Lifeline event so considering having her come back during the food drive.

**ENRICHMENT-** AMY B. THANKED PEOPLE WHO PARTICIPATED IN THE SUCCESSFUL FRIDAY SPECIALS. ANY IDEAS FOR THE NEXT SESSION WHICH WILL START IN FEBRUARY PLEASE SEE HER OR NADINE.

### COMMUNITY BUILDING- PAULINE T.

- ◆ New Family Introduction
- ◆ PNO Dec. 1 at Nadine and Brian Ramstead's house, sponsored by the Benjamin's and Ramstead's. 6:30-10:00 pm. Mexican them, just bring your \$ in lieu of potluck item.

#### **Learning Celebration/Pie Share-Jill**

- ◆ Scheduled for Nov. 21, 11 am. Families welcome. See PO for details and be sure to visit all classrooms.

**ADJOURN** 7:50 Note – No December Community Meeting – See you January 16<sup>th</sup>!

# DISCOVERY COMMUNITY SCHOOL

## Community Meeting MINUTES

October 17, 2007, 6:30 p.m.

Location: Carl Sandburg Lower Building

Meeting called to order at 6:30 PM.

Shannon/Pete - **WELCOME**

Toby - **PRINCIPAL/VP REPORT** - Toby thanked all who participated in the Fun Run. Also thanked everyone for following proper procedures in the parking lot, adhering to safety guidelines and being prompt. On November 5th (Monday) DCSCS is hosting the district board meeting. The meeting room will be decorated with the children's school work. The meeting will be televised.

Diane, Carol, and Monica - **TEACHER'S REPORT**--Monica reported recent curriculum highlights including introduction of computer animation, line art, learning journey to seismology lab, incursion by Geology Bob. She presented a 'parent education' (continuation of 'destination excellence' from last year) segment on homework. The Olders use agendas to write down daily assignments, which are also used in Junior High. Communication folder is used for mail and homework.

Carol reported that parent teacher conferences went well. Kids will be bringing home their goals. The Middles have had a recent unit on Kirkland Heritage with guest speakers. November 7th the class will take a walking tour of downtown Kirkland on the Metro bus. Also scheduled is a field trip to MOHAI 10/29/07. Carol also presented a homework parent ed piece. The Middles are encouraged to use techniques from "Fly lady", such as a "launch pad" where they lay out items needed the next morning at school and use of a timer when doing homework. They also use the communication folder.

Diane reported that the Geology Bob incursion went well. They are also learning the parts of the skeleton in their science unit. Homework for the Youngers is corrected by a parent helper. Diane personally reads all comments sent in by parents. The emphasis on homework is learning the life skill of responsibility.

Marc - **TREASURER'S REPORT/FINANCIAL STATEMENT**--Income and expense report was distributed. Reimbursement forms should be sent in to Marc. The reimbursement process will be discussed at the November steering meeting with particular attention given to the signature requirements.

Anne - **VOLUNTEER REPORT**

- 1 THANK YOU to all the parents who have done such a great job stepping up whenever there has been a need!
- 2 Volunteer hour sheets for each family have been sent out with the total amount of hours completed so far
- 3 Halloween class parties are coming up. Please check with your room rep on your class time for the party and the specific activities or needs. Each class is different this year due to early release.
- 4 Halloween all school parade will be at 11:15. Kids need to bring a costume to school

that can be easily changed into. No blood, gore or weapons.

- 5 Pictures for the hallway org chart will continue to be taken during the meeting tonight in the hall.
- 6 Picture retakes will be done on November 7th.

Shannon: **Historical perspective**--Shannon realized recently that a historical perspective might be helpful to present to the community. 20% of families are new this year to DCS and 22% are starting their second year. Very few communities have such a high turnover rate, which equals a state of perpetual change for DCS. DCS is always getting new ideas and talents of incoming families, and the importance of getting input from all families is acknowledged. 1 1/2 years ago there was an extensive survey done to help understand the needs and desires of the community. Much time and effort was put in to developing the survey and going through the results. Some of the results: development of the parent ed during Community meetings, New Parent Coordinator position, evaluating the way that meetings are conducted to be more interactive, distribution of the agenda prior to the meeting. Community members are encouraged to read the agenda prior to the meeting so that questions or discussion pieces can be prepared in advance.

## **COMMITTEE REPORTS**

Nancy - Fall Camp Event Evaluation Forms--Nancy thanked all who helped with fall camp. She requests that evaluation forms be sent in to the office. Evaluation forms were distributed.

Tom - **FINANCE** - nothing new to report

Dawn - **COMMUNICATIONS**- NO COMMENTS

OPEN - **FACILITIES**

Susan/Christi - **COMMUNITY OUTREACH**

- Our Food Lifeline trip is coming up on **November 3rd!** We will be going to their facility in Shoreline WA to sort food for hungry people in Western Washington.
- ♦ This is going to be an **awesome opportunity** to work cooperatively together, help our neighbors in need, and also help a worthy organization. Here is a little bit of information about Food Lifeline:
  - ❖ Food Lifeline is Washington's largest hunger relief agency. Food Lifeline is working to provide nutritious food to hungry people in Western Washington. Each year Food Lifeline rescues and distributes 21 million pounds of food to its food bank network of Western Washington in 17 counties feeding 560,000 hungry people. If you would like more info, please check out their website at <http://www.foodlifeline.org/>
  - ♦ Volunteering to help -- and talking with our children about hunger & why we volunteer -- is a wonderful way to build appreciation in ourselves & in our children for the goodness & abundance in our lives. This kind of activity & discussion also educates the kids about the value of our help, and what it means to those who need & receive it.
  - ♦ Here are some talking points from the Food Lifeline Web Site, if you are interested in bringing the lesson home:

<http://www.foodlifeline.org/hunger/index.html>

- ◆ We truly hope you can join us! A lot of people expressed their interest in this trip, which will make it a \*really\* fun time. We'll be asking you to confirm your participation at Community Meeting on Wednesday this week. So, check your calendars! **Saturday, November 3rd, 1:00 to 4:00 PM**, Shoreline. Map & address will be sent out to those confirming their participation

Please respond to Susan Vossler by email to confirm interest in participating. No children under age 6 are allowed.

Amy/Nadine - **ENRICHMENT**

- ◆ Friday Specials are underway and going great!
- ◆ Thanks for all the parent support!

Pauline - **COMMUNITY BUILDING** Pauline acknowledged the work and organization that went into Fall Camp by Nancy W and Karen W. PNO will be at the Dierkens--date and time to follow. Also an announcement soon will follow about a new parents evening event.

Kelli - DCS T-Shirts

- ◆ Order forms for apparel will come home via kid-mail on **Thursday, October 18<sup>th</sup>**. Please return your order forms by **Tuesday, October 30<sup>th</sup>**.
- ◆ A variety of items will be offered: short- and long-sleeved cotton tee-shirts, crewneck sweatshirts, hooded pullover sweatshirts, fleece vests, baseball-style caps.
- ◆ This year, items can be viewed online for color options and sizes. Links will be provided through Parent Organizer.

## **NEW BUSINESS/Q&A**

Chris P reported on a Parent education event to be held on 11/13/07. The speaker will be Melanie Miller, topic: Positive Discipline. Parents from Thoreau, Keller and Juanita are also invited, and the event is open to others as well in the district. This will be the first in a series of three parent education events. LWSD offers \$1200/school for such events but these funds are often not completely used. Upcoming events: Ruth Parker 2/06/07-Math Investigations Specialist and Carolyn Shelton in April of 2008 on children safety issues. Community members are encouraged to spread the word to other parents about these events.

The meeting adjourned at approximately 7:30 PM.

## **DCS Steering Meeting**

December 6, 2007

Attendees: Dawn G, Shannon B, Diane J, Mark H, Patty R, Pete S, Cameron S, Janet Z, Carol F, Christi D, Tom C, Sara S, Pauline T, Nadine R, Anne C.

Meeting called to order at 6:05 PM

Teachers-Diane: Community Presentation will be on Math. Discovery time has been going very well, which is the multi-age grouping on non-Friday Special Fridays. Kids have done a variety of activities in groups of 1 Older, 1 Middler, and 1 Younger. Portable may be used by Sandburg parents for Art Wizard program.

Vice-Principal-Mark: 6<sup>th</sup> graders having a blast at Outdoor Ed, which is a wonderful opportunity for our kids. It was wet in the first few days, also principal Toby was there the first two days of Outdoor Ed. Tomorrow is the last day for Hopelink donations. PTSA grants are open right now and they are looking for ideas to consider from both teachers and parents.

Grant update-Cameron: 1. AGK Foundation - on Community, Education, Medicine/Health - They tend to give small awards, single year grants. 2. State Farm Insurance - eligible for company grant at community level. 3. Citi Group - gives very little information so the primary concern is that we might put in a lot of time and effort to apply without really understanding what they're looking for. We may be eligible for their "Education the Next Generation". **Action Item:** Cameron will contact a local State Farm Insurance agency since that looks most promising. Shannon brought up the fact that we may need to give Cameron information on what we would like to do with any grant money. Ideas brought up with primary interest to potentially pursue through State Farm were community outreach groups that the kids can participate in, foreign languages and art. **Action Item:** Cameron will bring an update to the January Steering Meeting.

Treasurer's Report – Shannon: Handed out current Income and Expense through Dec 5 and the revised Reimbursement Request along with the Authorized Signature Approvals. Marc has done a great job. **Action Item:** Marc will add appropriate names to the Authorized Signature Approvals (Anne made the list and gave it to Sara.) Also, wording of the Approvals description line on the Reimbursement Request needs to be clarified before form should be used.

Volunteer Report – Anne: No Winter Event this year. Also the first letter to go out in January to parent's with low hours. **Action Item:** Anne - will send an e-mail to all families and Pauline – will send an e-mail to new families to let them know that they are available to help with who to contact and how to connect with DCS to get their hours in.

Recruitment – Pete: Getting DCS name out to community in a variety of ways; new website and book marks ready to go out to schools once website is up. Possibly contact daycares that drop off and pick up at Sandburg, co-op preschools and local

kindergarten's. Maybe give book marks to Realtor's. Interest is out there for a choice schools fair for elementary. Christi mentioned a good thing which was to ask prospective families who call how they found out about DCS. Janet will start to inquire.

New Website Unveiling - Dawn/Shannon: Website was intentionally designed to provide information to three different audiences: prospective families, new families and as a tool for existing families. A lot of work was done with thanks going to Holly for a great job on web creation and Shannon, Diane, Pete, and Dawn for layout and text. Input also from Toby and Janet. Everyone did a Fantastic Job. To view:

<http://mewantweb.com/dcs/index.htm> **Action Item:** Dawn to check on pointing PO to the link for community minutes, link to LWSD website for map and minor corrections.

Steering had several specific recommendations that **Action Item:** Shannon will forward to Holly including: adding a light blue or green to the background, putting the newspaper articles in reverse date order so the most recent article appears first, adding an intro sentence to the Glossary page, highlighting the tabs when they're clicked on (eliminating the page titles).

## **Committee Reports**

Enrichment: Nadine mentioned that the next Friday Special will start at the end of January. Choices being talked about for the next session are Origami, possibly a professional Chinese Dancer, and Photography.

Finance: Tom had nothing to report

Community Outreach: Christi mentioned that Hopelink is coming tomorrow after rescheduling. They are looking into ideas for Earth Day event. Any thoughts or ideas let Christi/Susan know.

Community Building: Pauline stated that the PNO at Ramstead's had 13 people. Storm prevented many from attending. Swim Event is coming up in the spring with Cameron heading that up.

Communications: Dawn said email lists are working great.

## **New Business**

Elections: coming up soon.

**Action Item:** Anne to get job description and post for someone to oversee election process.

Next Steering is January 3<sup>rd</sup>, 2008.  
Meeting adjourned at 7:46.