

DCS Steering Meeting

08/15/07

Attendees: Shannon B., Pete S., Janet Z., Sara S., Dawn G., Diane J., Pauline T., Cameron A., Marc B., Marlene V., Anne C., Christi D., Tom C-F, Nadine R.

Meeting commenced: 7:10 p.m.

Meeting adjourned: 9:10 p.m.

Introduction, Shannon

- Root Beer Social, Steering chairs should say something interesting about themselves. Shannon will read this aloud to the Community and then the member will get up and say a bit more.

Volunteer Coordinators (Anne and Marlene)

[ACTION: ANNE TO POST VOLUNTEER OPENINGS AS NEEDED]

[ACTION: SHANNON TO CHECK WITH RON ABOUT PO]

[ACTION: MARLENE TO EMAIL TOBY REGARDING SPRAYING]

- Still need communications and facilities chairs
- Ron will be doing PO training, and be a liaison with PO. We need to make sure we're replenishing our expertise each year and training our committee chairs.
- Risk management liaisons are assigned to co-chairs
- Publicity is still open; will look for someone to do a bookmark (Background: Last year it was decided that we would not do a brochure – so we are wanting to come up with a bookmark to put in the holder near the front door of DCS for potential families that might want to know more about DCS. This bookmark would have the DCS office phone and website to refer to for info on DCS.
- Jill will need help in Hospitality (possibly one or two new families can help)
- Tech docent is open – but this can wait until school starts when we find out computer lab schedule
- Memory Pages (Dana to coordinate): but need two or three other people to keep requesting pictures t/o the year and to organize them. People will send them via CDs or email. Janet coordinates school cameras.

- Idea proposed a Friday Special for kids coordinating some pages, but it was more work. Decided to scratch for this school year.
- Kelli P will do T-shirts
- Jim O will do grounds
- There are two possible people for Winter Event
- Need election coordinator
- Sandburg will do staff lunch on Sept. 7 and Sandburg IC Social Sept. 13, 6-8 pm. Changed after meeting date to Sept 6th due to the Rosh Hashanah holiday
- Janet will keep master of “job descriptions” of committee chairs to disperse coordination of efforts.

Co-Chair: Shannon

[SARA TO POST WEEDING REQUEST ON PO]

- Toby is working on approving DCS meetings for the year. Proposal for Community meetings is to continue the Wednesday/Thursday rotation. September is difficult because of curriculum nights. There will be two Steering meetings in January. Would like to start the September community meetings on a Thursday and keep Steering on first Thursdays.
- Sunday, Aug. 26, work party. Bring bags, wheelbarrows, 11 am. Discussion around PO vs. community email and possibly adding another email alias for more informal communication. Teachers prefer using class and community email vs. posting on PO as email is simpler and quicker. Decision: Official communications goes through PO; all else through email. We should not double up.

Field trip booster seats

[ACTION: JANET TO CHECK WITH DISTRICT REGARDING THE BOOSTER SEAT FORM]

- There are field trip and booster seat forms sent home in Youngers packet

Fall Camp:

- Nancy W and Karen W are doing fall camp at St. John Vianney Church near Sandburg. Theme is based on food production and production and service. Focus on kids doing production and service. Can use kitchen. Possible date: Oct. 14.

Community Meetings and Bulleted Agendas

- Ron and Shannon requested bulleted agendas from committee chairs last year; Shannon and Pete will continue this. The idea is to get more information out of people’s heads and out to the

Community ... to take focus at Community meetings from information output to information sharing. Implemented teachers' parent ed piece as a result. Chairs are asked to email Shannon these bullet points for the agenda the Monday evening before community meeting. Intent is for chairs to not read the agenda; instead, community members would have had the opportunity to read them prior to the meeting. (Exception: volunteer coordinator reads the agenda as they stand up and ask for helpers.)

Dawn G: Spring Camp

[ACTION: MARC WILL HAVE EXPENSES FOR SPRING CAMP AT NEXT STEERING]

[ACTION: DAWN WILL GET EXACT NUMBERS FROM LAST YEAR'S ATTENDANCE FROM SUDIE]

- Feedback from Spring Camp: people wish they had spent less time in the kitchen. Dawn looked into the possibility of having camp do meals all day Saturday. She is looking for funding assistance (possibly from Bingo or other fundraisers). Several people said they would pay more to alleviate this burden. Camp organizer said she could accommodate diet allergies and requirements.
- Costs: about \$7.50 per meal; \$22.50/person for the day. This is an additional cost of about \$50 per family of four per day over last year's cost. About 135 people attended on Saturday; 120 on Friday. About \$200 for family of four for the w/e.
- Would serve food in upper lodge.
- Possibility of having everyone cover their own dinner for Friday night.
- \$1,300 in profit from Spring Camp. Part of the surplus went to fund Fall Camp. (Marc)

Increase in Suggested Monthly Contribution

[ACTION: DIANE WILL CHECK WITH THE OTHER CHOICE SCHOOLS RE: THEIR RATE OF YEARLY CONTRIBUTIONS.]

- Background: Currently, DCS families pay a recommended monthly contribution of \$20/child (\$200/year) Discussion around raising the amount by \$5, which would amount to \$25/month or \$250/year. With an arbitrary figure of 65 students, the yearly income from contributions would increase from \$13,000 to \$16,250. We would be looking at an additional \$3,000 or so each year. We currently have \$14,000 in the bank, but there is concern about "burning through funds."
- According to finance stipulations, we (as a 501(c)3) can amass cash – there is no limit. We are not allowed to distribute funds back to organizers. Need a plan to distribute cash in case the organization dissolves.

- How much of a cash reserve do we want to have? This year's budget is a deficit, based on what we have in the bank. Running a planned deficit budget for 2007-08. If it continues, won't last long.
- How much do we need to feel comfortable? Our yearly operating costs are \$14,420, which is exactly a year of what we have in reserves.
- Do we need money to move? Probably not. Most of our income is from contributions; what happens if too many people can't afford it? Justifying increase in contribution as part of cost of living increase.
- Prefer raising fee to fundraising.
- Decided to table this until next Steering. Would need to vote on it in April 2008 to take effect for the 2008-09 school year, but would need to present to new parents at February 2008 Information Night.

Discussion of Melanie Miller, parent educator

[ACTION: SHANNON TO TALK TO MARLENE ABOUT LOCATING PTSA REP FOR PARENT ED FUNDING]

[ACTION: CHRISTI TO TALK TO CRIS ABOUT PUBLICITY]

- Shannon talked to Melanie about returning to do a presentation here. Funding is available from LWSD to Sandburg/DCS PTSA for parent ed. We can put together an event for whole campus. Cris volunteered to spearhead this event in bringing Melanie back. Shannon needs to speak with Marlene about coordinating who to talk to. \$300. Marlene says there's a \$1,200 fund (as of three yrs ago) for these events. If you don't use it, you lose it.
- Christi will talk about publicity with Cris P.

Grant Writing, Cameron:

- Will do grant writing for 2007-08 and would like input from community. What do we want to fund; where should we look? Is a long-term effort. By next Steering, would like to have a sense of thoughts from everyone
- Brainstorming ideas for using grant money: more art in school – a committed art teacher; foreign language; more enrichment (drumming, poetry) and cultural enrichment; student garden; technology; special, accelerated math programs (like the one we used to have with the sixth-graders walking to FHJH)
- Cameron will research types of grants available as well as what our needs are. Cameron will present to Community.

Website

[ACTION: SHANNON TO CALL HOLLY]

- Our Website has been revamped and nearly ready to go. Shannon to call Holly.

Friday Specials

- Feedback provided to Nadine/Amy included: people liked having Friday Special done for Spring Camp and then brought there.

Submitted by Pauline Thompson