

DISCOVERY COMMUNITY SCHOOL
Steering Meeting Minutes
July 24, 2008, 6:30 p.m.
Location: Plaza Garcia

Present: Dawn, Shannon, Pete, Sherri, Mark B., Pauline, Sara, Diane
Meeting commenced at 6:45 PM

Dawn/Pete - Welcome!

Many new families, tonight is a more informal meeting than most since it is summer and many folks are off on vacations. Thanks to everyone for coming.

To subscribe to steering email list: Send mail to steering-subscribe@dcscg.org

VOLUNTEER REPORT:

Anne sent updated Org Chart.

Volunteer Positions most concerned about it that are not filled:

- Community Building Chairs (Nadine and Pauline mentioned interest)
- Fall Event (formerly known as Fall Camp)

ACTION:

- Dawn will mail out Org Chart to steering@dcscg.org and others present at meeting tonight - COMPLETE

Fall Event

No volunteers for Fall Event yet. It will happen anyway. It may be a simple potluck where we play a few games or it may be something more if someone signs up for the event.

Theme ideas: Country theme with square dancing, animals, etc. **Need someone to expand on and /or implement ideas.**

Meet and Greet Activities: Line up or group according to Birth Month, Number of Letters in First Name/Last Name, etc. (Games mentioned by Shannon and Diane – please explain)

Proposal: Keep certain parts of annual event default every year (e.g. location, potluck, etc.), with additional “theme” ideas depending on whether someone steps up to drive the event. If no one volunteers for Fall Event, then the Community Building Chair should be in charge of the potluck. Everyone agreed.

ACTIONS:

- Diane is to choose a date/time and book the gym at St. Edwards Park – Date is Oct 12 from 1pm to 5pm. Booked – No.
- Pauline, as Community Building Chair, is going to organize the potluck and send out an email requesting a square dance caller and a volunteer to implement the theme.

Winter Event

Sudie Elkayssi has signed up for Winter Event.

Recommended to change from Dec. to January because of varying holiday traditions and the fact that December is already full on everyone's calendar.

P.O. Training for P.O. Volunteer Roles

From Anne: Also wondering about PO training for new parents with PO volunteer roles. Paulette Price-Jeffrey has signed up to do Parent Organizer but she will need some training.

ACTION:

- Dawn to email Ron and Paulette and arrange training.

Hallway Photos

From Anne: On another note, I need to know what positions we want on the hallway bulletin board. Last year it was thrown together and was just the photos we were able to get. The years before that it seemed to be a pretty thorough org chart. I just don't know who officially decides this. So I don't know what info to pass along when recruiting someone to do this.

- Keep basic structure in place for now.
- Who will own it for coming year?

Anne's Plans for:

July

- email asking for short summaries of old volunteer positions

August

- email volunteer application reminder and link
- email Parent Organizer reminder to update profile
- put together volunteer packet of info for ice cream social
- have photographers ready for ice cream social
- find volunteer to put together bulletin board (we just need to add photos)
- touch base with teachers for possible needs (setting up classroom, etc.)
- and continuing to fill the org chart

Web Site

Dawn & Pete attended LWSD training on 7/23, began transferring content to new Sharepoint-based site; will need 1 more meeting to complete.

Site colors: We do have permission to change; there was some discussion on which new color scheme to choose. Steering showed preference for blue or green header color. Final decision pending Mark Blomquist approval.

We volunteered to be guinea pigs for new features such as embedded videos, slideshows, etc.

Additional features such as RSS feeds & forms will come in future LWSD-wide site updates

ACTION:

- Dawn email steering and other folks that attended website meetings to transfer content to set up a meeting for finalizing website. - COMPLETE
- Dawn to send images to Mark Blomquist with request to change color on new website - COMPLETE

Treasurer's Report

Sara provided budget report.

Discussion of how to spend/solicit proposals for surplus funds—as a non-profit, there is a limit to what can be held in savings.

In the past, there has been some hesitation to spend funds, but agreement tonight that we should find ways to encourage proposals to fund student enrichment activities or acquisitions.

ACTION:

Next community meeting, co-chairs will ask for folks to be thinking of ideas to bring to Steering.

Matching Corporate Funds

Microsoft & Boeing match employee volunteer hours. DCS needs clear instructions to provide to parents who work at those companies on how to submit hours for matching.

ACTION:

- Mark B will find and pass on Microsoft instructions - COMPLETE
- Boeing procedure needs to be provided as well. ANYONE?

Meeting Adjourned at 8:30 p.m.