Discovery Community School **Steering Meeting Agenda**

November 1, 2012 – 6:30p Location: Sandburg Library

Present: Amy D., Cris P., Lloyd, Susan R., Andrew, Diane J., Susan V., Janet Z., Jeff B., Julie H. Heather, John K., Kari S., Christi D., Yvonne B., Lisa J., Lindsay

6:30p WELCOME Amy 5 minutes

Thanks to Jessica S. and Christi D.'s team for a fabulous fall event!

6:35p PRINCIPAL'S REPORT Heather 10 minutes

Teachers have been meeting as a DCS vertical team and also across grade level teams. Has been great for sharing ideas.

Teachers will be looking at common core state standards in math, and how pieces can be added to current curriculum. Math is being looked at now, then will be adding language arts piece. Will be started next school year.

The school field is progressing. The blacktop will be added this week. The big playground toys will arrive this week and next (but won't be assembled until later). The sand play field was originally planned for spring due to winter weather, but are looking at possible plans for implementing sooner.

6:45p TEACHER'S REPORT Diane 10 minutes

There were quite a few hurdles regarding planning for Halloween, especially due to new school building and early release Wednesday. The Halloween celebration went smoothly and there was a lot of parent support. Appreciation was expressed to Heather that the Halloween celebration continues to happen at Sandburg/DCS.

Staff would also like to stress how much they appreciate the community's help and support in general. The current focus is on the classrooms (as opposed to the common area). Heather agreed that some furniture issues are being addressed. Looking forward to having the student computers up and running. Current access to netbooks is limited due to district viruses.

Cris and Amy offered some secretarial support to Janet. Beginning of school organization/tasks are taking quite a bit of time. Also there are some busy times coming up with the information night in January.

The district has been holding meetings with all of the choice schools together. It has been nice to work with the district about choice policies (e.g., mandatory information nights) to try to reduce differences among schools.

Much appreciation reiterated to Janet for all she does.

6:55p TREASURER'S REPORT Andrew/Jeff 10 minutes

Temporarily out of checks; more are on order. The large expense coming up is Islandwood. Budget is all on a google doc on the web

(https://docs.google.com/spreadsheet/ccc?key=0Ar5AIFGgWfJFdHB5bDVvaG5kQktHTzh3 NjNqU0pOTVE#gid=0)

Fundraiser earned \$167.52. Lloyd and the treasury committee will meet to determine policy for depositing cash money. Envelope of cash from fall event fundraiser handed off to Andrew.

Question about which companies that community members work at do matching funds. Will begin to collect that information.

COMMITTEE REPORTS

7:05p NEW FAMILIES COORDINATOR

Kari S

5 minutes

Touching base about new family mentor/mentee program. Seems fortunate that it was in place this year, especially because of the email loop problems at the beginning of the year. This proactive sponsor relationship helped alleviate communication problems. Many new families have jumped in quickly to volunteer and help. One new family had never been contacted by their sponsor family, but found other ways to get questions answered. Thanks to the sponsor families!

7:10p COMMUNITY OUTREACH

Setty/SusanV

5 minutes

- Soles for Souls: over 450 pairs of shoes donated
- Hopelink food drive during month of November: "Soups n Stews". Collection bin in Sandburg office.
- Food Lifeline: Saturday, Nov 3, about 35 volunteers
- Thanksgiving baskets for KITH. Signups will be coming out soon.
- Thanksgiving Turkey Trot (Christi organizing a team) People can also donate online to Hopelink to support the run/walk team.
- Charity coin drive starting: Kaboom (an organization that builds playgrounds in underprivileged areas)
- Heather brought up Sparrow Club, which will be starting soon at Sandburg. Kids can donate time to help a family. More information coming soon.

7:15p COMMUNITY BUILDING

Christi/Lindsay

5 minutes

Fall Event was great. Kids got involved; everyone had fun; money was earned for Olders Camp.

Parents Night Out. Question: Can DCS Business email list be used, as it is the most complete list of community members? Lloyd said it was OK. Refer to 3.2.1 for details about policy.

If you're hosting an event, let the Community Building handle all communication about the event.

7:20p FUNDRAISING

James/Allison

5 minutes

• www.iGive.com proposal from John K.

Igive is an online shopping mall where a portion of the online purchases are donated to a cause. It includes Amazon plus many other online retailers. Kickback percentages differ by the store/month. Might be a quick way to raise money for the community, especially with the holidays coming up. Members only need to register and shop. John will look up difference in percentage kickback compared to Amazon directly, and is willing to administer this program. Can be done in addition to the Amazon program DCS already has set up. Steering approved for John to set up an account for DCS.

Suggestion made to consolidate all the fundraising information in one place. So many new fundraising opportunities are becoming confusing. A flyer should be sent home and the consolidated information placed on the website.

ACTION ITEM: John will look into a Fundraising page on the website. **ACTION ITEM:** James and Allison will put together a flyer about all fundraising information.

7:30p "Older's Camp" (name TBD)

Amy/Cris

30 minutes

• Policy discussion: children who need a parent to attend must have either a Form 504 or IEP on file. Cost **may** be paid by community.

Question: if a child has a 504 plan or IEP, to what extent is a parent able to be there and participate in activities, and to what extent is the community required accommodate this financially? Must be a need for the child to actually require accommodation at camp. Could be decided on a case-by-case basis. Heather is waiting on more information from district legal. Heather will also find out if special services or the school is financially liable for the accommodation. The child's (504 and IEP) team would meet to discuss and determine what accommodations would be required for the camp environment. Privacy issues are also important.

Lloyd stressed that although he is a lawyer, this is not his realm. Cris and others thank him for his research and information.

- Transportation determination: proposing LWSD school bus from DCS to ferry; walk on to ferry; Kitsap bus from ferry to Islandwood
 - · Policy discussion: Lottery for large vehicle transport of items to Islandwood, when necessary
 - Policy discussion: Lottery for participating parents for transport support, if necessary

LW School bus picks them up at DCS, Bainbridge school bus picks them up from ferry and deliver to Island. Cannot take luggage on school buses. Need two large vehicles to transport luggage. Luggage drivers would meet at school to tag luggage, deliver it to Islandwood. Julie and 3 high-school chaperones would get on the bus here at school. Additional chaperones would not be necessary for the bus or ferry. This year there are likely two parents who would be accompanying their children who can transport luggage. In future years, likely will have a lottery to determine which parents would drive the luggage over.

Need to identify fundraising lead for events (Fall, Winter, garage sale, etc.)

Would like a go-to family in the 4th and 5th grade to drive fundraising. May be late for this year, but would be useful for future years.

ACTION ITEM: Specific volunteer requests:

- 1. Lead for a silent auction fundraiser for Winter Event
- 2. Lead for concessions at Winter Event, specifically 4th or 5th grade parent.

The Olders class is going to determine the name for "Olders Camp". Still TBD.

Update 11/12: Heather F. received additional from the district re: Islandwood. It is the school's responsibility to provide necessary accommodations for students with a 504 or IEP. This cost is the responsibility of the school, not the Special Education Department. The determination of the necessity is made by the 504 or IEP team. The team includes parents, providers, and classroom teacher.

OLD BUSINESS

8:00p Learning Celebration: reschedule? Diane 5 minutes

There had been some discussion about rescheduling the learning celebration due to the holiday, but the teachers met and decided to keep it as planned based on the fit with the curriculum. The Learning Celebration will be held for the last hour of school (Wednesday 11/21).

8:05p Photo nametags for parents Cris/JulieH 5 minutes Teachers will meet to determine convenient time for photos to be taken to minimize classroom disruption.

8:10p Volunteer Lanyards (vs pins) Cris 5 minutes
Still sourcing donated lanyards. Janet has plan for hanging them in office to take up less space and be easily accessible.

NEW BUSINESS

8:10p New venue for Community meetings Amy 10 minutes

Concern that Commons isn't an ideal space for community meetings (feels more like a town hall with people in rows). Consider other space or arrangement for the meeting? Janet said approx. 40 people usually attend. Try configuring chairs only in a modified circle.

ACTION ITEM: Janet will communicate to Tha to not set up the tables that day; Amy will make request for volunteers to arrive early to set up chairs.

8:15p DCS logo clothing Amy (for Christine) 5 minutes Order DCS Logo clothing by 11/2. Display is set up in the office.

8:20p Anything else? Amy 5 minutes
Cris would like a list of everything stored outside of school building.

8:45p **ADJOURN**

No Reports this month:

COMMUNICATIONS Tom C-F

PTSA LIASON Setty

ENRICHMENT SusanR/SusanW

VOLUNTEER COORDINATORS Shelley/ShannonS