

Discovery Community School

Steering Meeting Agenda

October 3, 2013

Location: Library

Attendees: Rachel, Cris, Jeff B, John K, Lloyd, Susan W, Julie H, Heather, Diane, Janet, Ingrid, Christi, Jennifer, Lisa J, Susan V, Tara's (can't remember name of child) mom?(need name), Lindsay

WELCOME Rachel

This was the required annual board meeting held in accordance with the bylaws. The steering committee and assembled community members voted on ratifying the actions of DCS Board of Directors and Steering committee of DCS of 2012-2013. Rachel moved to approved, Janet 2nd; all in favor, none opposed.

PRINCIPAL'S REPORT Heather

Heather reported that the school reader board is in place along 84th Ave NE; teachers are working extremely hard over the past several weeks to teach, unpack Common Core materials, digest the information/new curriculum. The Lake Washington School District is looking at the rules and procedures that guide Choice Schools. There is a concern that families can feel a disenfranchisement regarding choice schools. There is discussion regarding availability of information on the choice school information nights such that all have information on the same night.

TEACHER'S REPORT Diane

Diane reports that all are very pleased with Sheryl (new Olders teacher) and her energy level. Diane stated that there is more challenge to get multiage classrooms working and to provide a 'data driven' classroom. Teachers are excited to have goal setting conferences during the week of October 14. She found that our decision to have no community meeting in September to be OK.

TREASURER'S REPORT Jeff/Rick

Rick reports that he has a priority to provide checks as timely as possible for reimbursable expenses. Currently, however, our rules/procedures require buy off from Rick and Jeff before a reimbursement check can be paid. This procedure usually requires or uses 'kid' mail so perhaps this is not so fast and Rick asks if we'd like Rick to have authority to sign the checks up to a set dollar figure without the 2nd person's approval. Group did not reach decision on Rick's question.

Rick prefers receiving scanned copies of receipts and reimbursement request forms. Discussion regarding need to keep original receipts. We are assuming that we'll need original receipts if we want to return items to stores. Conclusion to keep receipts for expensive items.

Cris will add to our DCS procedures that we'll accept scanned copies of receipts for payment and for us to always keep hard copy receipts for larger value purchases.

Cris let us know that 'budget owner' from our community group is not required to sign off on reimbursement requests. Discussion regarding this topic. Resolve that it would be a courtesy for

anyone who is purchasing on behalf of DCS to let 'budget owner' know how much is being spent so that the line-item budget can be watched.

DCS can accept payments for events such as Spring Camp and 'dues' via on-line payment format named Constant Contact. DCS will charge a \$1.50 fee per transaction to cover for 2.3% fee charged by Constant Contact.

DCS pays ~\$40 per month to purchase Constant Contact. People report it is relatively easy to use and provides good benefits.

Cris asked John to explore other free options for accepting payments and setting up registrations.

COMMITTEE REPORTS

ENRICHMENT Julie/Susan

Friday specials for Fall 2013 will consist of 4 tracks: photography, cooking, role playing (Dungeons & Dragons) and 4) emergency preparedness for kids (program called 'Disaster Hero')

Emergency preparedness will consist of getting photo ID, making proactive preparations, how to practice calming breathing. Discussion regarding level of program for kids.

For the food unit, parents will be asked to be present at Friday Special to support their child if that child has a food allergy.

COMMUNITY BUILDING Christi/Lindsay

Appreciation box still available for notes.

Fall Event (Jessica) – mini-golf, scheduled for Nov 8; because this is the day before a three-day weekend, asked community building to ask Jessica to reconsider Nov 8th date.

Discussion on interest for holding fund raiser & including Sandburg community.

After discussion regarding having concessions run by Olders for raising funds for Islandwood, decide to hold a bake sale. Cris willing to spearhead bake sale.

Parent Night Out – at Quincoses/James household on Oct 26, 7-11pm.

FUNDRAISING James

Two grant submittals in. Pursuing grant by Lowe's. Received \$80 check from Boomerang consignments.

COMMUNITY OUTREACH Susan

Welcome Co-Chair Pam Hurst

Adding Community Outreach to DCS Website

Oct: working on shoe/clothing drive

Nov: KITH Thanksgiving boxes

Dec: Hopelink gift drive

January 25 Food Lifeline – allows 40 people; afternoon time slot.

Feb 8 – Women’s Luncheon

VOLUNTEER COORDINATOR Shelley

Org chart update – Have no PTSA liaison and no Youngers art docent. Parent from Middles or Olders can volunteer as art docent in Youngers.

NEW BUSINESS Cris/Rachel

Replacement cabinet for Janet – cabinet damaged during summer break-in. LWSD funds slow to replace. Janet has requested replacement or improvement in cabinet.

Board voted to approve up to \$500 for a replacement for Janet’s cabinet (proposed by Lloyd, 2nd by Cris – all in favor, none opposed).

October community Appreciative Inquiry process – Cris proposed that DCS community group at next two community meetings try a facilitated ‘Appreciative Inquiry’ discussion to explore our values especially given the vast changes we have experienced recently.

Anticipated outcome is reconnecting the community, potentially reaffirm our values or discovering new ones or revisions, and to aid our future decision making.

The facilitator will not charge for services at two meetings and for statistical analysis of results.

Group discussion on process and outcome of Appreciative Inquiry.

(recent changes include new school building, new principal, new Older’s teacher (2nd), new curriculum, new grade configuration).

Reports for community meeting are to be sent for members to read. There will be no teacher’s presentations.

Items tabled for discussion at next meeting.

Snack policy

Follow up: Boy Scouts at Root Beer Social

Weekly classroom lunch

8:35p ADJOURN

No Reports this month:

COMMUNICATIONS John