



Discovery Community School
<http://dcs.ourschoolpages.com/Home>

DCS Steering Meeting Minutes

Date: February 29, 2024

Location: Online via Zoom

Presiding: Danya Kelberg & Jaclyn Senekerimyan

Minutes: Robin Desilet

Opening: 7:05pm

Welcome / Announcements - Jaclyn

Principal's Report – Nami

No announcements to report.

Teacher Report – Ms. Subcleff

- The students are very excited about the new Gaga ball pit. Students have now all had training on how to play and a schedule has been created so it is equitable. Thank you, as PTSA and DCS money went towards the purchase.
- The rehearsal for the winter event was this afternoon (2/29).
- The Friday specials for winter were wonderful and the parents did a great job.
- On March 7th there will be an all DCS spring party with all three classes. Students can dress up in a spring related costume and bring friendship cards from home.
- The question was raised as to whether the community would prefer to have students provide their own headphones or have a classroom set. If DCS were to buy them, we would want high quality ones that don't break, which would cost about \$50 each. The student would keep the same set during their time at DCS in a ziploc bag. We would like to do further research on options and pricing before making a decision.

Treasurer's Report – Ramya & Lindall

DCS holds the following balances:

- Savings: \$12,463.19
- Checking: \$12,050.07
- PayPal: \$1468.68

We have received dues/donations (\$250 per child, per year) from 63.88 students. In March mailings will go out to families who still need to pay.

The majority of the time at the meeting was spent discussing the proposed 24-25 (next school year) DCS budget, which will need to be approved at the March community meeting. Income levels will remain the same with most coming from member dues and corporate matching. At this time, we are projected to be in the red about \$4,000. This is due mainly to inflation. The past few years we have been able to use surplus funds that were built up during Covid. **In order to balance the budget, we will most likely need to raise dues for the 25-26 school year.** The exact amount is still to be determined, but once we have the numbers, the Steering Committee and community will vote on it. Below are the main budget items that were discussed:

- **Hardship Allowance:** We only had one family use it last year and we expect 1-2 families to use it this year. Currently the balance is set at \$1,750. Decided to lower it to \$1,000 to cover 3 hardship allowances. The hardship allowance budget for camp will be reviewed further after this year's fundraising.
- **Learning Journeys:** It was determined to keep it at the same budget level as there is no iFly this upcoming year for Olders, and Karen and Aditi said they can work within this budget for next year.
- **Room Reps:** Originally it was budgeted for 2 classroom parties, but now there is only one classroom party in the spring because the halloween party has moved to a Fall festival that is sponsored by PTSA. We could reduce the budget to \$150 for each classroom.
- **Bus Transportation:** This was originally set at \$700 per class, then changed to \$700 total. We learned that swimming is not coming back and it is more cost effective to do parking reimbursements for going to the Opera than to get a bus. Also, most people do not submit parking reimbursements. We are going to leave the money there just in case, but if it is not used for a bus it can be used for Learning Journey transportation. The line item was retitled to "Bus/Transportation."
- **Discretionary Funding:** This is how teachers buy supplies for all three classes. Ms. Subcleff recommended that it be all combined into one discretionary fund for all classes to make it easier to use.
- **Graduation/Moving Up:** Decided to increase the budget from \$800 to \$1000. Also, changed the titles to "Departing and new family gifts" and "Graduation gifts" for additional clarity.
- **Summer picnic & Swim event:** Determined to keep the budget the same for now.
- **Ice Cream Social:** Increased the budget from \$100 to \$150.
- **Fall Event:** Will keep the budget the same for now.
- **Winter Event:** Will review the budget after this year's event, to get a more accurate view of costs.
- **Family Camp:** Lowered the camp deposit to \$2,500, as there is no food/meals provided anymore so the deposit is less. The spring camp meals title was changed to "Spring Camp Food (meals and snacks)" and set at \$3,000 for now, but will follow up with Jenn on budget. Families will be reimbursed who purchase food for camp. The olders camp teacher expense was changed to \$0.

- **Staff Water:** Keeping the same for now.
- **Insurance:** Increased last year and expect it to go up again.
- **Classroom Improvements:** Removed the line item and moved the funds to “Discretionary All Classes” as it will be easier for teachers to have just one fund.
- **Teacher Education:** No changes made.
- **Community Outreach:** This may be an area that we can reduce. No decisions made at this time.
- **Memory Pages:** Prices are going up and it was more expensive last year. Will increase the budget by 10% of what was paid last year.
- **Hospitality Meetings:** Only needed for the first in person meeting of the year and speaker night. Set the budget at \$150.
- **Discretionary Fund Support and Discretionary Surplus Funds:** Removed line items.
- **Herbicide Free:** Reduced budget to \$100.
- **Spiritwear:** Will change the title to “New Teacher Spirit Wear” and increase the budget to \$100 from \$0. It was discussed that the newer teachers do not necessarily have any spiritwear and it would be nice to purchase some for them at the beginning of the school year.

Additional Agenda Items

Ran out of time. Remaining agenda items moved to the next meeting.

Adjourned: 8:30 p.m.