



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

**DCS Steering Meeting Minutes**  
**October 7, 2021**  
**Location: Zoom**

Barb update: January speaker, Barb is working on securing a speaker. She has emails out to people and is waiting for response. FBI lady, Savvy something, Amy Lang, \$800 for speaker – it may have increased from previous years. Up from original budget of \$500 a few years back.

Principal's report: it is great to get in to the classrooms at DCS and see the students – getting to know them in person. Students are doing a fabulous job at being leaders during lunch and recess and with one another – thank you! Great DCS teaching team we have – Ms. Stroup has stepped right in and is an amazing team member. Grateful to work with all of our teachers.

Volunteers are getting checked off (vaccination verification) we'll be able to set up in classroom parent support after conferences. Looking forward to October 23<sup>rd</sup>!

Barb: question about Camp Seymour – is it a maybe? A no?

Erin answers: definite no, but we are looking in to other options for an on-campus event/camp style.

Barb: question about Learning Journeys: I know they're on hold for now off campus, what about something on campus?

Erin answers: that is definitely something we can look in to. Volunteer/vaccination status would have to be verified.

Chris B: question about about on campus vaccination clinics?

Erin answers: yes, guessing that when it's approved (11 and under vaccinations) then we will have a partnership to do that on campus.

Teacher's Report: it's so nice to be in-person! Thrilled at the opportunity, appreciate all of the support, students are doing great re: all of the protocols. Teachers meet often during the day. Students haven't

gotten together for “Discovery Time” yet, but at the end of October we’re thinking of having a character day (vs a Halloween party). Drafting a plan now, will get room parent support. Character theme, but trying to steer away from Halloween.

Volunteers: we are excited and eager to get parent volunteers in the classroom. Diane is holding off for now, until after conferences. We are on it, it will be happening – just need some time to get organized! Conferences are virtual. Sign ups went well.

Sophie question: So there will be no Halloween on Oct 29<sup>th</sup>? Diane answers: Yes, we don’t want to say that specifically, but yes. We’ve been talking about it as group – for some families it’s just not a part of their culture and they’ve opted out the last couple of years. We’ll still have fun, have a character theme dress-up and Fall Harvest.

Barb: Is that building wide? Diane: Sandburg is still discussing, they have a lot more staff and grade levels to consider. The 3 of us (DCS teachers) were on the same page. We want something with a bit more equity and inclusion.

Erin B: We’ve been talking about celebrations during the school year – we have Parent Leadership representatives talked to the teams they rep on what the team thoughts are on celebrations and how they want to acknowledge it. The pieces of equity re: inclusivity – do kids have access to costumes? Recognizing that we want to have a celebration and fun but as a building leadership team that moving forward for this year we are going to allow grade levels to decide on how they’re going to celebrate Oct 29<sup>th</sup>. After Oct 29<sup>th</sup>, we will get a committee together to figure out what our celebrations will look like in the future. Making sure it’s fun and relevant to students. We know it’s not easy for a group to try something different, acknowledging our DCS teachers for having these conversations and they want to be inclusive to every student and every family. Appreciate that they’re having those discussions and still finding ways to have fun and celebrate with kids.

Diane: We are going to support students 100% - incorporating their Halloween costume in to the costume day – as the family decides.

Erin B: there will be no parade this year.

Barb: DCS Roster – email list

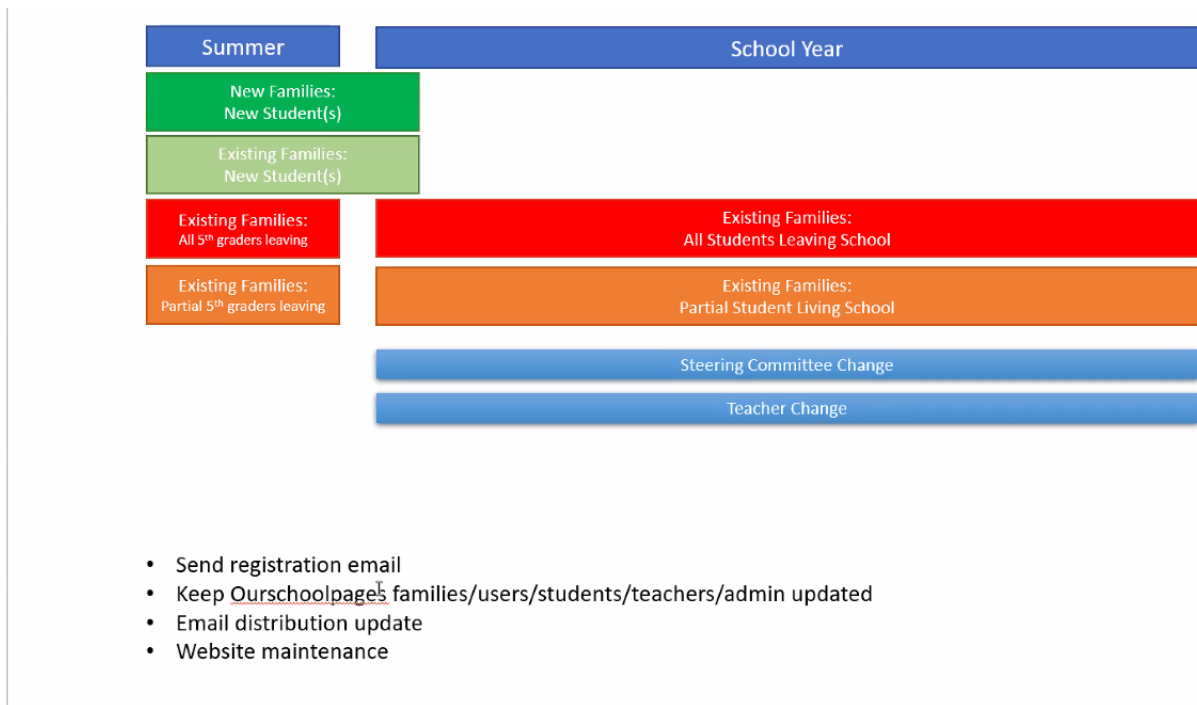
Previous DCS Secretary’s role: new parent information would be sent to new parent coordinators, then then they would forward that on to our Communications chair who would welcome them and send information on how to create a profile, intro to Our School Pages, etc.

Moving forward, what is a good way to get the information to the right place?

Treasurers needed the info for pledge information. Jason completed a public records request, the complete record wasn’t complete. How should we do this going forward? Does DCS need to do a waiver? What should we do?

Diane: don’t know the complete protocols, but I know we’ve moved away from publishing a physical roster hard copy. When parents sign up to come to DCS, all they’re doing is giving us their email address and they sign up for ourschool pages.

Anwar: put together a diagram and how we solve this problem.



Over the summer we receive a lot of information. Existing families/families leaving/one student leaves/ what happens is that the Communications Chair has to keep this information updated. As new families come in, Anwar didn't have any visibility when a family joins. Somebody needs to have both sets of information: existing family information and new family information. As new families come in, would it be possible to have them sign a privacy policy?

Right now there is no protocol.

Kristen Houston: she works in HIPPA policies at a school, so there is verbiage you can use to get information that is within the law. Put something together for new families that gives us permission to send on email information to our New Family Coordinators and Communications Chair for email distro lists/Ourschoolpages.

Erin M: we aren't sharing children's information, not children's information?

Erin B answers: this law was put in to place to protect children from getting on lists that are used for inappropriate ways.

Anwar: other side of the perspective: maybe we should also make sure that whoever has access to that information signs something agreeing to not use this information for anything outside of school.

Barb: Erin B will get with Kristen H. to put some kind of waiver together.

Erin B: online school students are included in online school roster but their places are being held by DCS. We'll make sure we get a clean list.

Danya: I believe that we have 66 on our list, but there are 67 total – so we are missing one.

Anwar: Yes, there are 66 on Ourschoolpages.

Treasurer's Report: \$14,969.71 in savings. \$6,704.95 in checking.

PayPal: will report at next meeting

Danya: Jason is working on building a list. We've received a handful of pledges.

#### Community Building Report:

Sophie: Fall Event is coming up. Current RSVP 91 coming. Oct 23<sup>rd</sup>. Shweta and Sophie are coordinating volunteers. Diwali is organized by Shweta, working on gathering/cleaning pumpkins. Currently under budget.

Chris B: We have to pay for the custodian, but it comes out of DCS budget not as a line item.

Sophie: will be asking for volunteers for set up/clean up and picking up/cleaning

Basketball court will be pumpkin carving

Diwali will be in front of school. Scavenger Hunt will be around the school.

Shweta: Pumpkins, Fred Meyer we'll have to buy them on the day we pick them up – Sophie and Shweta will coordinate.

Sophie question: Will the access road behind the school be open? Erin B answers: yes, we will have it open.

Sophie: offline we will work out pumpkin pickup.

#### Master Checklist:

Erin M: October Staff appreciations, Treasurer statements, SLIP renewal has been submitted and payment sent, PTSA liaison: lunches for conferences for parents to help with, conflict with Spring Camp and the play. Play can only happen the weekend of Spring Camp, Chris checked with Indianola and we're kind of stuck with that weekend unless we want to move into June (first weekend). Confidence level that we'll be able to do camp is kind of low.

Barb: What about we just making it a day event?

Chris B: We could, although I'd like to support Indianola since they've been great about rolling over deposits, flexibility, etc.

The play is Saturday May 20<sup>th</sup>. Chris B: they need a 6 week build up between holidays before the play, so timing wise May 20<sup>th</sup> is the only day the dates line up. Trying to avoid the week break (Spring Break).

Chris B: will look in to Spring Camp in June, see if it's possible on Indianola's side

Shweta: First weekend of May or last weekend in April? Chris B: will check on end of April.

PTSA Liaison: Enrichment status? Legislative/voter participation report? PTSA Liaison from Erin B: Enrichment is on hold for now.

Community Building: Chris B reserved Winter Event date and building use form: March 5<sup>th</sup>

Community Building: PNO in Spring? Revisit next Steering.

Friday Specials: Finalize Winter dates

Qwest Parent information night:

Candy Buyback Nov 1<sup>st</sup>? Erin B: Not sure, looking in to it. Potentially happening.

Learning Celebration on the 24<sup>th</sup>? Erin B will find out and will report back.

Volunteer update:

Susan: biggest concern Winter Event Chair. Building forms have been submitted, are display boards reserved too?

Secretary for next year – should be on our radar?

Recording hours: are we doing that? If so, some are getting an error message. Anwar knows and is looking into it.

Barb B: 65 hours is standard, previous discussion on changing hours? Keep for now, people are getting involved.

Next community meeting is Oct 21<sup>st</sup>, no Steering meeting in November

Walk-on Topic:

Anwar: LWSD staff page for our school hasn't been updated. Diane J will ask Ms Stroup for a bio/picture.

Anwar: Miss Villasenor was admin, we might have to request LWSD admin of the page. Diane J: one of the staff can figure that out. Diane will follow up.

Motion to end the meeting at 8:08pm

Seconded

Meeting adjourned at 8:08pm

