



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

DCS Steering Meeting Minutes

Date: December 1, 2022

Location: Zoom

Presiding: Danya Kelberg

Minutes: Erin Moreland

Opening: 7:01 pm

Danya opened the meeting with the land acknowledgement.

Next community meeting (Jan 19) will be replaced with a speaker: Amy Lang (7:00 pm). This will be a virtual event with Sanburg - will require registration to get the zoom link. We are splitting the cost (\$950) with PTSA.

Principal's Report – Erin Bowser

Regarding the weather - wants to thank everyone for their patience. The district is so large, there are areas that are not affected and it's difficult for the district to make these calls. They are done with safety in mind. Snow day has already been worked in, so no additional days needed at this point.

Pick up - after break they'll be sending cards home with kids to place on visor to help with kid pickup. There will be 8 orange cones to identify where kids should load.

The Learning Celebration went really well- great to see the kids' projects and families mingling. Want to thank the teachers and parents for their hard work supporting students with their projects.

Teacher's Report – Diane Jewell

Echos Ms Bowser's comments about the Learning Celebration. The kids are proud to present their projects to the class the two days prior to the celebration. It was great to have it in person again.

Treasurer's Report – Jason/Ramya

26 children paid out of 73

Paypal: 4,892.10

Checking: \$8,541.49

Savings: \$16,391.32

There's about a \$5 Paypal fee for each donation. Looking into seeing if that can be waived. We budget quite a bit for buses but don't tend to use them. We also have funds budgeted for conferences - reminder to teachers. Also, parents who drive on Learning Journey's can get reimbursed for gas.

Community Building – Sophie

Boards for Art Show for Winter Event have been ordered. As it gets closer to the date (March 4) they'll be sending out calls for volunteers.

Discussion about considering raising funds for Outdoor Ed at the Winter Event (e.g., concession sales, art sale, etc). What are some ways we can incorporate fund raising throughout the year. Middles should be driving the fundraising to get things going - maybe pull 3 parents from Middles (3rd grade) to get fundraising started for outdoor camp. Danya will contact Middles' parents.

Friday Specials - Kristin (via Danya)

Fall Friday Specials were a great success! Thanks to the parents for making them happen.

Winter session will be three weeks: Jan 20, Feb 3, Feb 10

Winter tracks are designed to support the Winter Event which will be Saturday, March 4.

Master Checklist – Erin

- **Community Building:** Prepare for Winter Event
- **Friday Specials:** Plan Winter Friday Specials
- **Treasurers:** Order IRS Form 1099-Misc & 1096 Transmittal Forms for vendors/independent contractors paid \$600 or more (none needed)
- ~~**Treasurers:** Thank-you letters to > \$250 donors~~
- **Treasurers:** December Treasurer Statements
- **PTSA Liaison:** Approve Winter Enrichment Calendar
- **Staff Appreciation:** Winter Appreciation Baskets assembled and delivered (by Dec 13)
- **Co-Chairs:** Send meeting notices to community 2 weeks before and solicit agenda. Send reminders at 1 week and at 3 days.
- **Fundraising:** Send out donation requests

Walkon Topics

Next steering meeting will be January 5. Next community meeting on January 19 (guest speaker).

Ms O: It is helpful to have some advance notice of drivers arranged for Learning Journeys.

Adjourned: 8:02 pm