



Discovery Community School

<http://dcs.ourschoolpages.com/Home>

DCS Steering Meeting Notes

Date: June 5th, 2025; 7pm – 8:30pm

Location: Danya's back patio

Presiding: Aditi Jain & Jaclyn Senekerimyan

Minutes: Robin Desilet

Opening: 7:15pm

Welcome + Announcements - Aditi & Jaclyn

- The middle school band was at school today.
- Unfortunately, an ice cream truck showed up right after school today.

Principal's Report - Bowser/ Kusunose

- Thanks for another great year — it went fast!
- Lots happening both in and out of school.
- *Annie* performance is tomorrow
- Big thanks to Danya for all she's done for the DCS community as Elliot graduates.
- A few more learning journeys still ahead. Reminder: All children under 4'9" must use a booster seat — we must follow all safety laws and regulations.
- 5th Grade Graduation Party: June 11
- DCS All-School Picnic: Tuesday
- Next year's calendar is mostly finalized.
- Farewell to Kristine Watillo — sad to see her go.
 - Excited to welcome back Ms. Payette — different strengths, but both wonderful educators.
 - Kristine has been a fantastic part of the team and never felt like just a sub.
 - Motion passed: \$75 approved for room parents to host a surprise farewell party for Ms. Watillo (June 18, Middles classroom only). Approved by 6 Steering members.
- A heartfelt goodbye and thank you to Nami.
 - Incredible five years at DCS/Sandburg — started during COVID.
 - Deeply connected with students, worked tirelessly, and will be missed greatly.

- She's expressed how much she's learned and enjoyed being part of this community.

Teacher's Report - Subcleff & Alissa

- DCS held an *Annie* dress rehearsal for Sandburg — great energy and excitement. Big thanks to Ms. Long; we're looking forward to the show tomorrow!
- School supplies - Teachers will buy supplies in bulk. Students only need:
 - Water bottle
 - Lunchbox
 - Headphones
 - Backpack
- Destiny sent an email asking for volunteers for the Moving Up Ceremony (non-5th grade parents).
- More volunteers needed for the picnic on the 10th — reminder to be sent out.
 - No playground this time; kids will stay on the field for games.
- Alissa (Learning Journeys):
 - Annual paperwork must be completed each year. Goal is to collect all paperwork at the beginning of the year. Will post to ParentSquare and DCS business email and encourage families to bring it to the Ice Cream Social. May switch to electronic forms next year.
 - Parents must provide booster seats — If no seat is brought this means the student is reassigned to another classroom and will have to miss the Learning Journey.
 - Permission form language around boosters is unclear; DCS cannot change the form. Feedback should go to the district.

Treasurer's Report - Lindal/ Puneet

- Will prepare and file 990-N tax return online in July via IRS website.
- Close 2024-25 books on June 30.
- Thanks to everyone for submitting reimbursements — please **cash checks immediately**.
- Camp:
 - This year's camp has been paid in full.
 - Deposit for next year already submitted.
 - Camp costs may increase — possibly up to \$13,000 (about \$1,000 more).
 - Will wait for final numbers before voting on budget increase.
- Annalise saved \$1,000 on memory books and got them quickly. May aim to include more photos next year.
- May financials:

- Checking: \$26,294.15
 - Savings: \$13,822.37 (pending outgoing checks)
- All dues have been paid.
- 1099-MISC not required this year (only needed if payments exceed \$600).
- Zeffy update:
 - Used for Outdoor Ed — easy to use.
 - There have been reports of past issues and delays in deposit timing. Will test fully before switching from PayPal for dues.
 - Steering team may vote on this over Zoom during summer.
- Lindall is working on completing the bank account signature change form.

Community Building Chair - Annie

- Summer Picnic & Pool Party:
 - Big Finn Hill Park shelter reserved. BBQ volunteer secured.
 - Pool location may change — Kingsgate 5 pool suggested (private rental possible). Need to confirm how many kids can be in the pool at once. Plan to take a headcount this year to help with future planning. Aditi volunteered to reserve the Peter Kirk pool for next year. Still need volunteers for the pool party — Annie likely to take lead.
- Farewell Gifts:
 - Gifts for departing families are already prepared.
- Slideshow for Moving Up Ceremony:
 - Teachers to preview slideshow before it's shown to the community in May.
 - Will follow up with Caro and Chrissy for the Moving Up party.
- New Family Connections:
 - Begin planning outreach — match current families with incoming families.

Volunteer Updates - Katherine & Susan

- No updates, will get the list sent out.

New Families - Maddy, Grant & Jaclyn

- Welcome email sent to all new families.
- Playdates scheduled for July 13 and August 19.
- Total of 9 new families joining.

Friday Specials - Kara/Karen/Katya

- Proposed 2025-26 dates: (approved)
 - Fall - 10/24, 10/31, 11/7, 11/14

- Winter - 1/23, 2/6, 2/20 (will only do 3 dates this year)
- Spring - 4/24, 5/1, 5/8, 5/15

Master Checklist - Robin & Phoebe

- Reviewed the following master checklist items:
 - **Co-chairs** finalize 2025-2026 Calendar
 - **Co-Chairs:** Submit Building Use forms for 2025-26 meetings
 - **Room Parents:** 5th Grade Celebration volunteers & event
 - **Treasurers:** Pay All Remaining Bills/Reimbursements by 6/29
 - **Treasurers:** Prepare tax return 990-N online filing in July
 - **Treasurers:** Close 2024-25 books on 6/30
 - **Treasurers:** June Statements
 - **BOARD TO APPROVE FINAL CALENDAR FOR NEXT YEAR**
 - **Room Parents:** End of School Year Picnic / Popsicle
 - **5th Grade Parents:** 5th Grade Celebration volunteers & event
 - **Co-Chairs & Treasurers:** Prepare for transfer of signers in July
 - **Community Building:** Designate planners for summer class playdates. Only new families are setup. When room parents are setup then they will setup the playdates.
 - **Memory Book** distributed
 - Communication chair - renew subscription for Our School pages website (in August)
 - Jaclyn - transfer over Zoom membership
 - Insurance contact transfer

Walk-on Topics - Anyone, Aditi, Annalise

- Outdoor Ed: Collect payments before the end of the school year.
- Family Camp:
 - Vote on next year's camp deferred — higher budget may be needed.
 - Suggestion: Make the day after Family Camp a pajama day.
 - Room sharing caused stress — too many kids per room led to drama and exclusion.
 - Consider smaller groups with clearer parent oversight next year.
 - Camp food portions were too small — need to discuss with camp staff.
 - Suggest setting specific snack times.
- CBS Program: Swetha is willing to volunteer for Classroom-Based Services (Middles & Olders).
- Switch from SmugMug to TreeRing — TreeRing is not ideal for photo storage.

Adjourned: 8:26pm