



Discovery Community School

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

Steering Meeting Minutes Date: May 1, 2025

Location: zoom

Presiding: Jaclyn Senekerimyan, Aditi Jain

Minutes: Phoebe Greenman

Opening: 7:06

Principal's Report: Ms. Bowser

- We need to pick a date in June to go over calendar for next year.

Teacher's Report: Ms. Subcleff

- There are no updates on camp cost except that the state is cutting outdoor ed so there will not be a grant.
- SBA practice tests are happening in grades 3-5.
- SBA snacks will be provided by teachers.
- Thank you for the parents on the learning journeys!
- Students are excited for the Sandburg/DCS play, as well as the play Annie. For Annie, we are looking for a time to perform it for the younger Sandburg students and to give the understudies an opportunity.
- Olders have their game party on May 14th.
- Middles book review Wednesday May 7th

Treasurer's Report: Lindall

- \$\$ in accounts:
 - o Checking: 20,636.07
 - o Savings: 13,890.19
- Dues Paid by class- 5 more families to pay dues.
- Jenn is doing a great job of tracking payments and making sure they are correct.
- Reimbursements need to be turned in by June 1st.
- Reimbursement request Form go to treasurers: treasurer@dscg.org. The deadline for this is coming up.
- Form link:
<https://dcs.ourschoolpages.com/Doc/Restricted%20Docs/DCS%20Reimbursement%20Request.pdf>
- Previously the insurance budget was 45,000, should this budget be increased? Robin is wanting to send the information to Ann. Lindall will look into this. Lindall will send the number of the operating budget to Robin and Phoebe.
- The tax report needs to be filed.
- Question: Do we want to try Zeffy for outdoor ed? The PTSA uses it and Christine has used it a lot. Remind people to opt out of the 17%. Could feel it out for outdoor ed. That way we wouldn't be charged the extra percentage through PayPal. Vote to use Zeffy for Outdoor Ed so that we can see if we like it. The motion passed. We are currently waiting for the contract so we can get the amount to the 4th and 5th grade parents by the end of the year.

Community Building: Annie

- Pool party- still looking for someone.
- Jennifer (Clara's mom) volunteered to do the picnic. She is touching base with Annalise to help.
- Heard back from Kingsgate 5 and they could be a place to host for the pool party. It would be easier to book than the Peter Kirk Pool.
- Chris is working on a slideshow for the May community meeting and Annie will be presenting plants to them.
- 5th grade moving up party- June 11th (Christine and Katherine are working on this)- 11:40-4:15 at High Treck
- Moving up survey- June 20th- Destinee is working on that.
- Only for 5th graders- memory book fun idea to have a page with baby pictures. Annalise created a folder- the deadline is May 9th. The picture needs to be from the first month. If they don't receive photos from everyone they won't be able to do it.

Volunteer Updates: Katherine and Susan

- What would be the best way to release the list and the best mechanism to do this?
- Survey will names of those who are doing it this year that want to do it next year pre-populated.
- If we don't have someone running the pool party by _____, the event will go away. Need to make sure that people aren't getting burnt out. Need to make sure that we aren't putting things on people's plate last minute.
- Will ask people who have held a role if they'd like to do it again.
- Question: Do we know how the volunteer hours look? Hard to know because people don't always put them in. Idea to reach out to people who don't always organize to see if they are interested.
- Question: We need to log our hours in case we apply for any events to show that we are volunteering.
- Question: Has there ever been an option that you can contribute financially if families can't volunteer? We would need to look into the by-laws.
- Question: When should we send it out to the community? We will present it at the May 15th Community meeting.
- Question: Can we rename the 5th Grade Moving up Ceremony and 5th Grade Party- End of the Year 5th grade only Party considered.

Friday Specials:

- Going well

Teacher Appreciation Week:

- Treats planned throughout the week!

Community Mtg:

- May 15th for departing families

DCS Family Camp:

- Jenn sent an email with updates.
- 76% have signed up.
- Deadline extended to Friday Night.
- We were at overcapacity, but the camp has given us another cabin.
- The accommodations are not private.
- A list to sign up to volunteer list will be sent out.
- Date to do games and crafts need to be determined.

Master Checklist:

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June

- **Co-chairs** finalize 2025-2026 Calendar
 - o Used to have fall event in October- some would like to move it back, some liked it in November, last year Walk/Bike, Curriculum Night, Stock the Lounge, Unity Day, Trunk or Treat/Dance Party, Fall event informational night in October, Fall Fair and Picture Day and camp in September

- Swim party- will send out
- **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 2021-22 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- now room parents' responsibility.
- **Memory Book** distributed
- Communication chair - renew subscription for Our School pages website- IT 074

Walk-on Topics:

- instead of putting pictures on smug mug using Tree Ring?
- discussion on how to get more people involved

Adjourn: 8:25

