

Discovery Public School
126 Eighth Street NW
Faribault, MN 55021
Regular Meeting Minutes
February 21, 2019 @ 4:30pm

We believe all children can learn.

We believe a trusting, caring, and nurturing environment must pervade the entire school.

We believe in including as many children as possible in all of the learning opportunities.

We believe all of our actions should be consistent with our purpose and vision.

We believe students should be taught “how” to think, not “what” to think.

We believe the primary purpose of education is to teach children “how” to learn.

We believe children must take responsibility for and be actively involved in their learning.

1. **Call to Order and Roll Call:** *The meeting was called to order at 4:30 p.m. by Russ Kennedy. Russ Kennedy (Chair), Jim Severson (Vice-Chair), S. Sam Macklay (Secretary), Sharon Hansen, Kay Hammer, and Dan Weisser (Ex-Officio) were present. Debbie Whitehead was excused. Authorizer (ACNW) Representative: Erin Anderson was also present.*
2. **Approval of the Agenda:** *Jim S. made a motion to approve the agenda, after adding Action Item 8.2 (Debbie Whitehead Resignation) to the agenda. The motion was seconded by Sam M. The motion carried (5-0).*
3. **Approval of the Minutes:** *Kay H. made a motion to approve the January 17th, 2019 minutes. The motion was seconded by Jim S. The motion carried (5-0).*
4. **Monthly Financial Statement:** *The board discussed the (88.5%) depletion of the Instructional Supplies budget and the current balance of the Food Service Fund. Sam M. made a motion to accept the January 2019 Financial Statements, as submitted in the school board packet. The motion was seconded by Sharon H. The motion carried (5-0).*
5. **Citizen Participation:** None.
6. **Reports:**
 - 6.1 **Director’s Report:** Cash on Hand: \$76,519.09

Enrollment – 56 Male - 33 Female - 23
6th – 3 7th – 5 8th – 6 9th – 10 10th – 12 11th – 9 12th - 11

Updates
*Debby Whitehead DPS School Board Resignation
*Pennies 4 Patients Fundraiser during the month of February
*8 snow days to this point
 - 6.2 **Community:** (Dan W.) There was a traffic accident the previous week at the uncontrolled intersection directly southeast of the school, at dismissal time. Dan discussed traffic safety with City Council member Elizabeth Cap, who is pursuing paperwork to better control that intersection and the intersection directly southwest of the school (where a child was injured, last year).
 - 6.3 **Finance:** (Russ K., Jim S., Dan W.) The committee met with Brenda Kes on Tuesday, February 19th. Brenda is preparing budget revisions for presentation to the board at the March meeting.

6.4 Academic Committee: (Dan W., Jim S. Sharon H.) Sharon H. submitted the following written report:

Academic Committee Report 2/21/2019

We have been working on the World's Best Workforce memo to the commissioner about our needs and strategies for improvement. As we mentioned in previous meetings, we have been identified for support from MDE. The first step is for us to identify the needs we have as a school, and prioritize them to focus on 2-4 specific needs that we will address. The needs we identified are:

- **Attendance/Four-year Graduation Rate**
 - Data shows that our overall attendance rate is 83.3%. Good attendance is vital to keeping students on track to graduate. Too many students are absent frequently enough to get NCs or Fs in classes, thus not earning credit. Also, on average, only 61.3% of students are on track to graduate by completing 7 credits each year.
- **Math, Reading, and Science Proficiency**
 - The overall proficiency of our students in tested subjects is very low. This is a difficult need to address because many of our students are far behind when they come to Discovery, but we need to develop strategies to help them catch up to their grade-level peers.
- **Social Emotional Learning**
 - One-third to one-half of our students receive services from Fernbrook. We also have a fair number of class disruptions due to off-task or disruptive behavior. This is because many of our students have low social-emotional learning. These are qualities such as conflict resolution, grit, growth mindset, self-awareness, self-management, and social awareness. Developing these skills would reduce behavior problems, reduce anxiety, and improve academic performance.

Our district advisory committee will develop some possible strategies that we can use to address these needs. At the next meeting we will present these possible strategies for feedback before we decide on our final strategies. We will also send out some information before the next meeting on the different areas of social emotional learning. There are several different areas, so we would like to decide, as a board, which areas to prioritize for next year.

6.5 Environmental Education: (Sam M., Jim S.) No report.

7. Discussion Items:

7.1 Board Training: ACNW Environmental Education Training. Previously, at 3:30pm, Erin Anderson gave an informational, PowerPoint presentation to the board: What Boards Need to Know About Environmental Education. At this point in the meeting we took time for reflection and discussion about what was learned. Points raised were: 1) Cross-curricular environmental education. 2) Examining operations to make the school more "green". 3) Emphasizing "green jobs" to students as favorable career opportunities. 4) Evaluation of students (evidence of learning). 5) Measurable environmental education goals.

7.2 2018-2019 School Calendar, Snow Days (8): Dan W. reported that at this point, we will need to add four more instructional days to the school calendar to meet the statutory requirement of 1020 hours. This will be an action item at the March board meeting.

7.3 ACNW Contracting Process: Erin Anderson announced that ACNW will be entering into a 3-year, probationary contract with DPS. (A "probationary" contract includes Exhibit S – Benchmarked School Improvement Plan, which tells how improvements will be made.) Erin then went over the ACNW Contracting Process. A written copy of the process is included in the School Board Packet. Erin

emphasized that the Board must carefully read and understand the contract before approving it for submission (at the June Board meeting).

8. Action Items:

8.1 Dirk Wells' Special Education Teaching Contract: The Board members reviewed the (re-hire) teaching contract for Dirk Wells. *Jim S. made a motion to approve the Teaching Contract between Dirk Wells and Discovery Public School of Faribault. The motion was seconded by Sharon H. The motion carried (5-0).*

8.2 Debbie Whitehead's Resignation from the School Board: Dan W. and Russ K. received a "letter of resignation from the School Board" from member Debbie Whitehead. Dan W. agreed to ask one to the students' parents if they would accept an appointment to the Board, for the remainder of Debbie's elected term. *Kay H. made a motion to accept the resignation of Debbie Whitehead from the School Board. The motion was seconded by Jim S. The motion carried (5-0).*

9. Adjournment: Board members are reminded that our next Regular Board Meeting is scheduled for March 14th, 2019 at 4:30pm.

Prior to adjournment, Erin A. made the following evaluation of the conduct of the meeting:

- Well organized.
- Stuck to the agenda.
- Re: Financial Report. Make sure budget reflects priorities. Don't abdicate budget decisions to Brenda Kes.
- Re: Academic Committee Report. How was the choice of needs decided upon?
- The budget should be aligned with enrollment.
- Great reflection and discussion on the Board Training (Item 7.1).
- The 3:30 meeting for Board Training should have been posted (because we had a quorum).
- Include committee reports in the board packet or meeting minutes.

Russ K. made a motion to adjourn the meeting. The motion was seconded by Jim S. The motion carried (5-0).

Respectfully submitted: Sam Macklay, Secretary