

Discovery Public School
126 Eighth Street NW
Faribault, MN 55021
Regular Meeting Minutes
March 14, 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 (left meeting, shortly before adjournment), and Dan Weisser (Ex-Officio) were present.*
Guest: Brenda Kes (Bergan KDV) arrived at 5:00pm.
2. **Approval of the Agenda:** *Jim S. made a motion to approve the agenda. The motion was seconded by Sharon H. The motion carried (5-0).*
3. **Approval of the Minutes:** *Jim S. made a motion to approve the January 17th, 2019 minutes. The motion was seconded by Kay H. The motion carried (5-0).*
4. **Monthly Financial Statement:** *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: \$77,396.40

Enrollment – 59 2 starting at 4th Qtr. (11th and 12th grader)
Male - 37 Female - 22
6th – 4 7th – 5 8th – 7 9th – 10 10th – 13 11th – 9 12th - 11

Updates
*Finished our Pennies for Patients Fundraiser (Will make our donation next week, Total will be reported at April Meeting)
*9 Snow Days so far (1 made up, 3/4/19)
*Spring Break next week
 - 6.2 **Community:** (Dan W.) No report.
 - 6.3 **Finance:** (Russ K., Jim S., Dan W.) No report. (See discussion item 7.1)
 - 6.4 **Academic Committee:** (Dan W., Jim S. Sharon H.) The board members discussed “auditory processing disorder” (a.k.a. “the new dyslexia”). Dan informed the board that diagnosis and recommended adaptations are the responsibility of Special Ed. teacher Jean Volkmuth.

Sharon H. submitted the following written report:

Academic Committee Report 3/14/2019

- Preparing for the ACT test on April 2nd, 2019.
- Continuing to work on our WBWF memo to the commissioner.
 - We identified needs.
 - Looking at strategies to help us address those needs.
 - One strategy we are looking at is purchasing some social-emotional learning curriculum.
 - ACT also offers the Tessera assessment to assess students' SEL.
 - § Teacher playbook is included with this assessment - could use as our curriculum.

6.5 Environmental Education: (Sam M., Jim S.) Sam M. led a discussion centered upon the ACNW goals of “creating environmentally literate citizens” and providing opportunities for “experiential learning”. Russ K. offered to share his “photo trap” pictures with the students and give a presentation about local fauna.

7. Discussion Items:

7.1 Finance Training/Budget (Brenda Kes/Bergan KDV): Brenda gave a presentation on the “working budget” versus the “adopted budget”. She explained how budget revisions during the year change the adopted budget into the working budget, giving a much more up-to-date financial picture to the board. She also schooled us on reading the monthly financial report.

Brenda then presented the “Long Range Budget Projection Model” and discussed how the model is generated using projected enrollment, state and federal revenue funding and formulas, and Compensatory Revenue (based upon Oct. 1, 2018 enrollment in the Free and Reduced School Lunch Program). She then gave the board three suggested options for next year's adopted budget. All three options are based upon enrollment of 60 students. Option #1 would not budget for hiring any new teachers and result in a 16% fund balance (at the end of the first year). Option #2 adds a .5 full-time teaching position and results in a 13% fund balance. Option #3 would add one full-time teaching position, resulting in a 10.2% fund balance.

The board will discuss various options at subsequent meetings and adopt the next budget at the June meeting.

7.2 ACNW Contracting Process: Dan W. reviewed the process with the board. The Elements of the Contract, Tasks and Timeline, School Goals, and Contract Exhibit Summary are included in the printed packet for this meeting.

7.3 By-Laws: The board revisited the discussion on amending the By-Laws to align them with our actual practices. Russ K. will pursue obtaining the official documents (original Articles of Incorporation). The question arose as to whether we need to amend the By-Laws or the Articles of Incorporation.

7.4 ACNW-DPS Site Visit (Nalani McCutcheon): Dan W. reported that the site visit seemed to go well and he received positive verbal feedback from Nalani. She will submit a written report before the next school board meeting.

8. Action Items:

8.1 Appoint Cody Hanson to the School Board: DPS teacher Cody Hanson has agreed to join the school board. Cody will fill the board position vacated by Sheila Karn. *Jim S. made a motion to appoint Cody Hanson as a voting member of the Discovery Public School of Faribault, Board of Directors. The motion was seconded by Kay H. The motion carried (5-0).*

8.2 Revise 2018-2019 School Calendar: Dan W. recommended to the board that a planned staff development day be switched to a student contact day because of all the snow days this year. *Jim S. made a motion to revise the 2018-2019 School Calendar, designating March 4, 2019 as a regular school day. The motion was seconded by Sharon H. The motion carried (5-0).*

8.3 Special Ed Speech Services/Keys to Communication Contract: The board discussed the rates and reimbursement schedule of the (legally required) services contract that was included in the printed packet for this meeting. Dan W. reported that our special education teachers are very satisfied with this service provider. *Sam M. made a motion to approve the Independent Contractor Agreement between Discovery Public School of Faribault and Keys to Communication, LLC, for speech services through the 2019-2020 school year. The motion was seconded by Kay H. The motion carried (5-0).*

9. Adjournment: Board members are reminded that our next Regular Board Meeting is scheduled for April 18th, 2019 at 4:30pm. *Jim S. made a motion to adjourn the meeting. The motion was seconded by Sharon H. The motion carried (4-0).*

Respectfully submitted: Sam Macklay, Secretary