

Discovery Public School
126 Eighth Street NW
Faribault, MN 55021
Regular Meeting Minutes
@
Cenneidigh Inc.
402 Heritage Pl., Faribault, MN
October 24, 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, Cody Hanson, and Dan Weisser (Ex-Officio), were present. Kay Hammer arrived at 4:35.*
2. **Approval of the Agenda:** *Jim S. made a motion to approve the agenda with the addition of Action Item 8.4 (John Cairns Law “Letter of Engagement”). The motion was seconded by Cody H. The motion carried (5-0).*
3. **Approval of the Minutes:** *Jim S. made a motion to approve the August 15, 2019 minutes. The motion was seconded by Sharon H. The motion carried (5-0).*
4. **Monthly Financial Statement:** *The financial statement was reviewed by the board. Sam M. made a motion to accept the September 2019 Financial Statements, as submitted in the school board packet. The motion was seconded by Cody H. The motion carried (6-0).*
5. **Citizen Participation:** None.
6. **Reports:**

6.1 Director’s Report: Cash on Hand: \$127,944.88. Enrollment – 69

Updates:

*An electrical fire on Sunday, October 13th, 2019 rendered the building uninhabitable. The landlord has begun extensive renovation that is expected to take at least three months.

*A promising (temporary) location for the school, at the Old Mayo Clinic building, is being actively pursued. The fire chief and city building inspector have promised approval upon completion of the required installation of a new “fire (suppression control) panel”. The ~\$10,000 cost of the fire panel will be covered by our insurance policy.

*Lease Aid (State financial assistance) will follow us to the new building.

*Missed Days. In order to meet the instructional hour requirement of 1,020 hours, we will have to add some extra days to our school calendar. We did allow for six snow days. If it is necessary to use snow days, we can make five of them “E Learning” days.

6.2 Community: (Dan W.) Many community members have been contacted during the search for a new location for the school.

6.3 Finance: (Russ K., Jim S., Dan W.) The committee has been in frequent contact with Brenda Kes, concerning a new lease with a new landlord. Time is of the essence so that enrollment does not significantly drop during this transition time. Income is dependent upon enrollment.

6.4 Academic Committee: (Dan W., Jim S., Sharon H.) See Action Item 8.2.

6.5 Environmental Education: (Sam M., Jim S., Sharon H.) The Environmental Learning Plan was submitted to our authorizer (ACNW) on October 1st.

7. Discussion Items:

7.1 School Board Training: None

7.2 Adopt-a-Highway: Due to inclement weather on October 11th and the fire on the 13th, the event will be rescheduled in the spring.

7.3 DPS Electrical Fire: Dan W. reported on the work going on at the new site to prepare it for students. The landlord is installing new partitions and smoke detectors. The sprinklers are being tested, air quality is being tested. The new bussing schedule is being arranged. Staff have designated all furniture and materials that need to be moved from the old site to the new one. An outside contractor is doing the moving.

7.4 DPS Insurance Claim: The board reviewed and discussed the “Limits of Insurance for the various Causes of Loss provided by the School Extended Property Enhancement Endorsement”.

8. Action Items:

8.1 Annual Charter School Assurances: The board reviewed the MN Department of Education document (included in the meeting packet). *Sam M. made a motion that the board certify the 2019-2020 Annual Charter School Assurances. The motion was seconded by Jim S. The motion carried (6-0).*

8.2 2018-2019 Annual Report: The board members reviewed the annual report, previous to the meeting. Questions were considered and answered by the Academic Committee. *Sam M. made a motion that we approve the 2018-2019 Annual Report with the addition of definitions for “aggregate growth z-score” (sec. 3.1) and “aggregate proficiency index score” (sec 5.1). The motion was seconded by Cody H. The motion carried (6-0).*

8.3 Temporary Lease Agreement: *Sharon H. made a motion to table this action item until the lease is available for review. The board will consider this item at an emergency meeting, next week. The motion was seconded by Kay H. The motion carried (6-0).*

8.4 John Cairns Law “Letter of Engagement”: The board reviewed a proposal from this “Charter School Law Practice” to represent us. The typographical errors in his letter and his billing method did not inspire confidence in the board members. *Sam M. made a motion that we NOT sign a Letter of Engagement with John Cairns. The motion was seconded by Kay H. The motion carried (6-0).*

9. Adjournment: Board members are reminded that our next Regular Board Meeting is scheduled for November 21st, 2019 at 4:30pm. Location to be determined. *Russ K. made a motion to adjourn the meeting. The motion was seconded by Jim S. The motion carried (6-0).*

Respectfully submitted: Sam Macklay, Secretary