

**Discovery Public School**  
**126 Eighth Street NW**  
**Faribault, MN 55021**  
**Regular Meeting Minutes**  
**September 19, 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), Kay Hammer, Cody Hanson, and Dan Weisser (Ex-Officio), were present. Sharon Hansen arrived at 4:35.*
2. **Approval of the Agenda:** *Jim S. made a motion to approve the agenda with the addition of Action Item 8.5 (Custodial Hourly Wage). 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 Kay H. The motion carried (4-0, with one abstention).*
4. **Monthly Financial Statement:** *The financial statement was reviewed by the board. On page 3 of 12, the Fund Balance section should read: The beginning Fund balance amount of \$127,021 represents the unaudited Fund Balance at the end of the 2018-19 school year. On the same page, the Statement of Revenue and Expenditures section should read: Year to date revenues exceeded expenditures by \$43,813. Sam M. made a motion to accept the August 2019 Financial Statements, as submitted in the school board packet, with the typographical errors corrected. The motion was seconded by Jim S. The motion carried (6-0).*
5. **Citizen Participation:** None.
6. **Reports:**
  - 6.1 **Director’s Report:** Cash on Hand: \$112,572.55  
  
Enrollment – 69  
Male - 40      Female – 29      Grades 6-8: 18      Grades 9-10: 20      Grades 11-12: 31  
  
Updates  
\*Busiest Open House that DPS has ever had. (Many new students enrolled.)  
  
\*New teacher are doing well; off to a good start.  
  
\*Will begin implementing the new SEL (Social Emotional Learning) curriculum next week. (Did some staff training first.)
  - 6.2 **Community:** (Dan W.) No report.

**6.3 Finance:** (Russ K., Jim S., Dan W.) The committee held a phone conference with Brenda Kes, yesterday. She stated that "... increased enrollment cures headaches" and that the state holdback money was coming soon.

**6.4 Academic Committee:** (Dan W., Jim S., Sharon H.) Sharon submitted the following report, listing our results from the previous contract:

**Academic Committee Report 9/19/2019**

**Partial results from FY19 are completed.**

**Indicator 1:** Progress toward graduation by earning 7 credits each year - we did NOT meet this target. (We changed this measure for our new contract to reflect on-track to graduate.)  
42% earned 7 credits for the year (14/33)

**Indicator 3:** Reading Growth

MCA z-scores are not available yet, but we saw 55% of students meet their growth target in reading - we met our target.

**Indicator 4:** Math Growth

35.9% of students met their math growth target - we did NOT meet this target.

**Indicator 5:** Reading Proficiency

We do not yet have the data calculated for the subcategories of SpEd and Free & Reduced Lunch, but overall our proficiency index was 58.3 - 11.3 points higher than our baseline (need 12 points higher to exceed target) - we met this target.

**Indicator 6:** Math Proficiency

Proficiency index of 18.8 - we did not meet this target.

**Indicator 7:** Science Proficiency

Again, z-scores and subgroups are not in yet, but overall proficiency index is 58.3 - we met this target.

**Indicator 8:** Writing Proficiency

83.3% of students demonstrated writing proficiency - we exceeded this target.

**Indicator 9:** Post-Secondary Readiness

Do not yet have the 6 year graduation rate.

Life Plan Project: 86% scored 70% or higher - we exceeded this target.

Job Skills Certificate: 71% earned Job Skills Certificate - we met this goal.

**Indicator 10:** Attendance

Annual attendance rate was 83.5% - we approached this target - need 85% or greater to meet.

**6.5 Environmental Education:** (Sam M., Jim S., Sharon H.) The Environmental Learning Plan was submitted to Nalani McCutcheon (ACNW, authorizer representative) for review. She asked for a few small changes including: numerical measurements on surveys and clarification upon how the ongoing composting project is tied to the student surveys and the ELP. The final version of the ELP is due on October 1<sup>st</sup>.

## **7. Discussion Items:**

**7.1 School Board Training:** None

**7.2 Adopt-a-Highway:** The board discussed a tentative date of Oct. 11<sup>th</sup> with a rain date of Oct. 14<sup>th</sup>.

**7.3 DPS Knit-Crochet Club:** Sharon H. is sponsoring this new after-school activity. The first meeting was this afternoon. Both boys and girls have expressed interest in the club and three girls attended the first meeting.

## **8. Action Items:**

**8.1 Pamela Hanson Contract:** The board discussed Pamela's experience and qualifications (both excellent) to teach English at DPS. She will be teaching out-of-field, under a waiver. Her arrival and departure times will also be slightly modified to accommodate her schedule. *Kay H. made a motion to approve the teaching contract with Pamela Hanson. The motion was seconded by Sam M. The motion carried (6-0).*

**8.2 Para Hourly Wage:** The board reviewed and discussed the performance and compensation of our two returning paraprofessionals. *Jim S. made a motion that we increase the current hourly wages of Sonia Flores and Yvonne Ackmann by \$0.75/hour. The motion was seconded by Sharon H. The motion carried (6-0).*

**8.3 Ex-Officio Conflict of Interest Statement:** The board reviewed the written statement (included in the meeting packet). *Sam M. made a motion to accept the written statement signed by Dan Weisser. The motion was seconded by Cody H. The motion carried (6-0).*

**8.4 Crisis Management Policy:** The board reviewed the manual included in the meeting packet. The location of relocation centers (in case of emergency building evacuation) was discussed. It was decided that the primary relocation site will be the "Nook and Cranny" Shop (and adjoining field) directly across the street from the school parking lot. The secondary relocation site will be the Central Park Band shell, located two blocks south and one block west of the school. *Sharon H. made a motion to approve the Crisis Management Policy with the addition of our chosen emergency evacuation relocation centers. The motion was seconded by Jim S. The motion carried (6-0).*

**8.5 Custodial Hourly Wage:** The board reviewed and discussed the performance and compensation of our custodian. *Russ K. made a motion to increase the current hourly wage of Scott Boyd by \$0.75/hour. The motion was seconded by Sharon H. The motion carried (6-0).*

**9. Adjournment:** Board members are reminded that our next Regular Board Meeting is scheduled for October 24<sup>th</sup>, 2019 at 4:30pm. *Russ K. made a motion to adjourn the meeting. The motion was seconded by Cody H. The motion carried (6-0).*

***Respectfully submitted: Sam Macklay, Secretary***