

Discovery Public School
126 Eighth Street NW
Faribault, MN 55021
Regular Meeting Minutes
January 17, 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 Dan Weisser. Jim Severson (Vice-Chair), S. Sam Macklay (Secretary), Sharon Hansen, Kay Hammer, and Dan Weisser (Ex-Officio) were present. Russ Kennedy (Chair) arrived at 4:40 p.m. Debbie Whitehead was excused. Kay Hammer left the meeting before adjournment, at 5:35 p.m.*

Guest: Sarah Struss, Struss CPS’s

2. **Approval of the Agenda:** *Jim S. made a motion to approve the agenda, after changing the order of Discussion Items (7.4 to 7.1) so that Sarah Struss could present her report earlier in the meeting. The motion was seconded by Sharon H. The motion carried (4-0).*
3. **Approval of the Minutes:** *Jim S. made a motion to approve the December 20th, 2018 minutes. The motion was seconded by Kay H. The motion carried (4-0).*
4. **Monthly Financial Statement:** *Sam M. made a motion to accept the December 2018 Financial Statements, as submitted in the school board packet. The motion was seconded by Jim S. The motion carried (4-0).*
5. **Citizen Participation:** None.
6. **Reports:**

6.1 Director’s Report: Cash on Hand: \$123,691.46

Enrollment: 51 6th – 4 7th – 6 8th – 6 9th – 7
 10th – 10 11th – 8 12th – 10

31 Male 20 Female

*(1 student transfer / 1 student moving)

*4 new students will begin at start of Quarter 3 (9th – 2, 10th – 1, 11th – 1)

*Start new schedule for Quarter 3 – Combine 11th / 12th

- Dan will teach 1st and 2nd Hour

*Donated 213 canned good items to St. Vincent’s from Holiday Food Drive

*DPS has 5 PSEO students 3rd Quarter (4 Seniors, 1 Junior) A first for DPS!

*DPS Ad running in the Faribault Daily News for 3 Tuesdays in January (\$750)

*Many former students have been stopping in to DPS requesting High School transcripts so they can apply for college! (More often than past years.)

6.2 Community: (Dan W.) No update.

6.3 Finance: (Russ K., Jim S., Dan W.) The committee had a phone conference with Brenda Kes on Wednesday, January 16th. Brenda will revise the working budget, based upon enrollment of 55 students. The reduction of payroll by one teaching position will have a positive impact upon the budget balance. Brenda will present the updated budget to the board at the March meeting.

6.4 Academic Committee: (Dan W., Jim S.) *Sam M. made a motion to appoint board member Sharon Hansen to the Academic Committee. The motion was seconded by Jim S. The motion carried (5-0). Sharon accepted the appointment.* Sharon reported that she has been meeting with the seniors in her Career Readiness class to review their academic transcripts. Nine seniors are on track to graduate. She also helped arrange schedules for the students taking advantage of the PSEO program at South Central Community College.

6.5 Environmental Education: (Sam M., Jim S.) Sam M. reported that he forwarded the following link to the school board members: <https://www.nbcnews.com/news/us-news/two-government-websites-climate-change-survive-trump-era-n891806>
He included this message: “(The article) has important information concerning our mission and goals and challenges in teaching environmental science and climate literacy. The Article also contains great links to resources we can tap into as we lead our school.”

7. Discussion Items:

7.1 DPS Audit: (Sarah Struss) The annual audit was presented to the board and reviewed. Sarah answered questions about pages 16 and 22, which show a large liability. She explained that the entries were the result of legislative action “GASB 68” and did not affect the financial standing of the school. The result of the audit: “No finding.”

7.2 Board Training: No training this month.

7.3 ACNW-DPS FY15-19 Contract Renewal Evaluation: Dan W. and Jim S. summarized the feedback from ACNW (which Dan said was overwhelmingly positive). They subsequently submitted the following response:

Response to ACNW’s DPS Contract Evaluation

Discovery Public School of Faribault’s Board of Directors agrees that the evaluation done by representatives from ACNW is fair and accurate. DPS appreciates the feedback and will provide ACNW with all requested information as soon as possible.

Operations Performance Evaluation

2.3 Board Management and Accountability – The Board is reviewing the DPS Bylaws and are aware of the inconsistencies between the Bylaws and Board practices. The Board is working on revisions to be presented at our next Annual Meeting in June.

4.1 Admission and Enrollment - DPS’s lottery policy was updated at the January 17, 2019 Board Meeting to include “foster children”.

6.2 Insurance - DPS will provide it’s Insurance Certificate to properly meet all statutory and contractual requirements (MN Stat. 466.04 Subd. 1(a)(8). Please let us know if there is further proof of insurance required as this is what our Insurance Agency has provided us in response to ACNW’s request.

6.3 Authorizer and State Compliance - DPS’s website has been updated to be compliant with all statutory requirements.

DPS will provide the Revised 2017-2018 Annual Report, which was approved at the January 17, 2019 Board Meeting.

Annual Report Revisions:

- DPS's student attrition numbers are clearly stated (pg. 10)
- School Board Training has been updated to include all Board Members Initial Training in the 3 required areas. (pg. 30)
- Evidence of the Implementation of Primary and Additional Statutory Purpose is included. (pg. 6-7)
- DPS teacher's Professional Development for the 2017-2018 school year is included. (pg. 17)

Please let us know if there is anything further that is required by ACNW at this time. It has been pleasure working with ACNW, and we look forward to working together in the future!

7.4 Review DPS By-Laws: The board discussed inconsistencies in the By-Laws that will need to be addressed. *It was agreed that the discussion will be tabled until the March Board Meeting to allow time for further review and research.*

8. Action Items:

8.1 Revised Annual Report: *Jim S. made a motion to approve the Annual Report Revisions, listed above. The motion was seconded by Sharon H. The motion carried (5-0).*

8.2 Eickhoff's Fertilizing and Weed Control, 2019 Contract: The contract was reviewed by the board. *Russ K. made a motion to accept the contract for fertilizing and weed control. The motion was seconded by Sharon H. The motion carried (4-0).*

8.3 DPS Mileage Reimbursement (Currently 51 cents per mile): Dan W. reported that the federal mileage reimbursement rate has increased. *Jim S. made a motion that the DPS mileage reimbursement rate remain at 51 cents per mile. The motion was seconded by Sam M. The motion carried (4-0).*

8.4 Updated DPS Lottery Policy: *Sharon H. made a motion that the DPS Admissions and Enrollment Lottery Policy add the words: "including foster children". The motion was seconded by Jim S. The motion carried (4-0).*

9. Adjournment: Board members are reminded that our next board meeting is scheduled for February 21st at 3:30 p.m. for (Environmental Education) Board Training, and 4:30 for the Regular Meeting. *Russ K. made a motion to adjourn the meeting. The motion was seconded by Jim S. The motion carried (4-0).*

Respectfully submitted: Sam Macklay, Secretary