

**Discovery Public School of Faribault
School Board Meeting Minutes
September 13, 2018 at 4:30 p.m.**

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.

The Board of Education of Discovery Public School of Faribault met for its regular board meeting at 4:30 p.m. on September 13, 2018 in the Discovery Public School of Faribault’s cafeteria.

1. The meeting was called to order at 4:30 p.m. by Russ Kennedy, Chair.

Roll call was called by Russ Kennedy; School Board Chair:

Members Present: Russ Kennedy (Chair), Jim Severson (Vice-Chair),
S. Sam Macklay (Secretary/Treasurer), Kay Hammer, Sharon Hansen,
Dan Weisser (Ex-Officio).

Authorizer: None

Guests: None

2. **Approval of the Agenda:** *A motion was made by Jim Severson to approve the agenda, after correcting the date on Item 3. (~~June~~ to August 16) The motion was seconded by Russ Kennedy. Motion passed unanimously.*
3. **Approval of the Minutes:** *A motion was made by Russ Kennedy to approve the August 16, 2018 minutes, after correcting the date in the sentence before Item 1 (~~June 21~~ to August 16), and the date in Item 3 (June ~~26~~ to June 21). The motion was seconded by Jim Severson. Motion passed unanimously.*
4. **Analysis of the Bills:** No concerns at this time.
5. **Citizen Participation:** No discussion.
6. **Reports:**
 - 6.1 **Director’s Report:**

Dan Weisser reported that 54 students are currently enrolled. He gave details on the numbers in each grade: 6th-2, 7th-5, 8th-3, 9th-8, 10th-11, 11th-10, and 12th-15. (22 females, 32 males)
Current Cash on Hand is \$131,192.16. (The balance does not include the IDEAS payment for 9/4/18 or payroll liabilities.)

6.2 Community:

Faribault High School homecoming is October 5, a change from the originally published date. This will necessitate a change in our calendar.

6.3 Finance: (Russ Kennedy, Jim Severson, Dan Weisser)

The Finance Committee had a teleconference with Brenda Kes. She reminded them that the budget is based on a projected enrollment of 63. Our enrollment needs to increase.

6.4 Academic Committee: (Dan Weisser and Jim Severson)

Dan and Sharon have met with all the seniors to review credits, plan for graduation and adjust schedules. NWEA testing will be the last week in September. Dan and Sharon will meet with all students to review their scores and develop individual academic goals.

6.5 Environmental Education: (Sam Macklay and Jim Severson)

Sam and Dan worked together in August to complete the Environmental Education questions for the ACNW contract renewal application, utilizing the Environmental Literacy Plan format. Sam is currently using the Climate Generation online curriculum: Minnesota's Changing Climate with the juniors and seniors. So far they seem to be enjoying the class and engaged in the subject. The curriculum emphasizes keeping a journal and getting outdoors to observe phenology, combined with developing climate and energy literacy.

7. Discussion Items:

7.1 School Legal Fees: Dan, on advice from the finance committee, has arranged for the school to pay the legal bill (Approximately \$20,000) in six equal, monthly payments to the firm; Gray, Plant, and Mooty, for services rendered.

7.2 Adopt-A-Highway: The senior students are scheduled to pick up litter along our section of highway, on September 27th, for a volunteer work credit, as part of their Career Readiness class.

8. Action Items:

8.1 Vice-Chair School Board Position: *Russ Kennedy made a motion to appoint Jim Severson as vice-chairman of our school board. Jim accepted the appointment. The motion was seconded by Kay Hammer. The motion passed.*

8.2 Check Signature Forms: *Since Sheila Karn (former Secretary/Treasurer) resigned, it is necessary that a new “Official Signatures” form be filled out for the signing of checks authorized by the board. Jim Severson made a motion that the form contains the signatures of Russ Kennedy (Chairman), Jim Severson (Vice-Chairman), and S. Sam Macklay (Secretary/Treasurer). The motion was seconded by Russ Kennedy. The motion passed unanimously.*

8.3 Office Forms / 2nd Signer: *In order to have good business practice and oversight, administrative paperwork that is signed by Dan Weisser is also to be reviewed and signed by a second, responsible person. A motion was made by Kay Hammer to designate Karen Natole (office manager) as the second signer, and, that Karen will receive training on her responsibilities and liabilities, and how to report concerns. The motion was seconded by Sharon Hansen. The motion passed.*

8.4 Ex-Officio Conflict of Interest Statement: *A motion was made by Sam Macklay to accept the Ex-Officio Conflict of Interest Statement, that Dan Weisser signed in our presence. The motion was seconded by Jim Severson. The motion passed.*

8.5 ACNW Renewal Application: *The board members had over a week to review the renewal application. A motion was made by Russ Kennedy that the Board approve the renewal application for submission to the authorizer (ACNW). The motion was seconded by Jim Severson. The motion passed.*

8.6 2nd Credit Card Holder: *A motion was made by Sam Macklay to obtain a (\$500 limit) credit card that Karen Natole can use for school operating expenses, in the event that Dan Weisser is unavailable. The motion was seconded by Kay Hammer. The motion passed.*

8.7 Revised 2018-2019 School Calendar: *A motion was made by Sam Macklay to revise the 2018-2019 school calendar in order to align with the Faribault School District bussing schedule. Discovery Public School will be in session on September 28, 2018 and will be closed on October 5, 2018. The motion was seconded by Jim Severson. The motion passed.*

9. Adjournment:

Board members are reminded that our next board meeting is scheduled for October 25, 2018 at 4:30p.m. A motion was made by Russ Kennedy to adjourn. It was seconded by Jim Severson. The motion passed.

Respectfully submitted: Sam Macklay, Secretary/Treasurer.