

Discovery Public School
924 – 1st Street N.E.
Faribault, MN 55021
Regular Meeting
June 18, 2020 @ 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. Kari-Ann Schmidt attended by speaker phone, connecting at 4:38 p.m. Kay Hammer was excused.*
2. **Approval of the Agenda:** *Jim S. made a motion to approve the agenda with the numbering corrected. The motion was seconded by Sam M. The motion carried (5-0).*
3. **Approval of the May 21, 2020 minutes:** *Sam M. made a motion to approve the May 21, 2020 minutes (with the corrected date of the Monthly Financial Statement that was accepted). The motion was seconded by Cody H. The motion carried (5-0).*
4. **Monthly Financial Statement:** *The financial statement was reviewed by the board. Jim S. made a motion to accept the [As of] May 31, 2020 Financial Statements, as submitted in the school board packet. The motion was seconded by Cody H. The motion carried (5-0).*
5. **Citizen Participation:** None.
6. **Reports:**

6.1 Director’s Report: Cash on Hand: \$106,964.37 Enrollment: 55

*School Year officially ended on June 10, 2020. Distance Learning Plan was successful overall. We did receive some positive feedback from students and parents on the Survey that we sent out.

*Graduation was held June 4th with a Drive Up ceremony. Families stayed in their cars or gathered in the grass. The ceremony was displayed virtually. DPS had 7 graduates (1 graduated in January and enlisted in the Marines)

*Plans to move back to Old Building July 6, construction continues, getting close. Cloud Content has walked through the building and has agreed to move DPS. They will provide a written estimate prior to moving. The estimate will be within the school’s insurance budget of \$10,000.

*2 Sessions of Summer School being offered with our Distance Learning model, online or paper work. There are currently 9 students enrolled

*4 new students have enrolled for the 2020-2021 school year

*Fareway Foods has agreed to let DPS advertise for free by handing out flyers with all groceries that are bagged. We will look to do this in early July, and again in early August.

6.2 Community: (Dan W.) Free meals will still be available to students, during the summer. Russ K. reported on the discussions between Bethlehem Academy and S.D. #656 concerning a high school sports co-op (which could also affect sports opportunities for our students).

6.3 Finance: (Russ K., Jim S., Dan W.) Brenda Kes made a presentation to the Board (via Google Meet®) at 5:22 p.m. She explained the various budget models that were included in the packet and answered questions from the board. The Board requested a model budget that assumes 59 students enrolled next year, 60 the following year, and 61 enrolled the third year. She agreed to email that projection to us. Overall she is optimistic about the financial health of the school, but predicts lower funding from the state.

6.4 Academic Committee: (Dan W., Jim S., Sharon H.)

MDE has notified schools that we will need to have three plans in place to prepare for the three possible scenarios.

- Return all students to school buildings following the most current CDC and MDH guidelines.
- Return students to school buildings implementing a hybrid model following the most current CDC and MDH guidelines.
- No students return to school buildings. Implement a distance learning model.

We will make minor adjustments to our current Distance Learning Plan for the third option. We will also be offering a summer PD option to staff to better prepare them for distance learning.

A solid understanding of distance learning will also help in the blended learning model. We may also offer PD for blended learning that could be applied to time in the classroom as well.

We should know more in July after MDE sends out further guidance.

Dan is also considering hiring a consulting nurse (as needed) to advise us on proper protocols for in-person contact with SPED students and keeping our facility safe during the COVID-19 pandemic.

6.5 Environmental Education: (Sam M., Jim S., Sharon H.) Sharon met with Allison Peterson (science teacher) to complete the EE Survey to report our 2019-20 ELP progress to ACNW/OW. We will work on updating our ELP later this year. Sam suggested that we ask Allison to replace him on the Environmental Education Committee, since he has retired from teaching.

7. Discussion Items:

7.1 School Board Training: Finance/Conduct, Financial Oversight #1, Pupil Units. The Board successfully completed the training module. Dan will print and file the documentation.

7.2 Move Back to Old Building (Schedule): Dan (and any other interested Board members) plan to do a walk-through of the building with Mr. Lee, on July 6th. Hopefully, we will be able to begin moving back on that date.

7.3 COVID-19 Pandemic/2020-2021 School Year: We are planning for distance learning AND in-person learning. We are waiting for direction from MDE before we can move forward with concrete plans.

7.4 Enrollment/Advertising 2020-2021: We have a new Facebook page for Discovery Public School updates. The school website has been updated and improved. The Board reviewed the advertising flyers for distribution throughout the community. We have decided that newspaper advertising would not be cost effective at this time.

7.5 Proposed 2020-2021 Staffing Salaries: Dan explained his rationale for the proposed salaries for next year. (Spreadsheet included in meeting packet.) The Board will approve staffing salaries at the July meeting.

8. Action Items:

8.1 FY 2019-2020 REVISED Budget: *Jim S. made a motion that we approve the FY 2019-2020 Budget Revision Changes from Adopted to Working Budget. The motion was seconded by Sharon H. The motion carried (6-0).*

8.2 FY 2020-2021 Budget: *Sam M. made a motion to approve the FY 2020-2021 Budget based upon enrollment of 59 students. The motion was seconded by Jim S. The motion carried (6-0).*

8.3 DPS Lease for 126 - 8th Street NW: The Board reviewed the lease. There was a discrepancy between the utility payments on page 2 and page 7 of the lease. Dan said that he will make sure the number on page 7 is corrected to the lesser amount that is shown on page 2 (\$1168.67/month). *Sam M. made a motion to approve The Lease Agreement between Hoa Nguyen (Mr. Lee) and Discovery Public School of Faribault, Inc., with the correction on page 7. The motion was seconded by Cody H. The motion carried (6-0).*

8.4 FY 2020-2021 School Board Calendar: The Board reviewed the calendar. *Jim S. made a motion that we approve the School Board Meeting Dates for the 2020-2021 School Year. The motion was seconded by Cody H. The motion carried (6-0).*

8.5 Occupational Therapy (OT) Contract: The Board reviewed and discussed the contract. Josh Duncan, the occupational therapist, was recommended to us by our SPED director. The payment rates are also lower than our previous provider's. *Cody H. made a motion that we approve the Service Agreement between Strategic Staffing Solutions (Josh Duncan, Provider and Managing Director) and Discovery Public School of Faribault. The motion was seconded by Sharon H. The motion carried (6-0).*

8.6 School Psychologist Contract: The Board reviewed and discussed the contract. Gayle Reuvers, the school psychologist, was recommended to us by our SPED director. The payment rates are also lower than our previous provider's. *Jim S. made a motion to approve the Agreement between Discovery Public School of Faribault and Gayle Reuvers, School Psychologist. The motion was seconded by Sharon H. The motion carried (6-0).*

8.7 Session One Summer School Contract (Dan Weisser): The Board reviewed the contract. *Sam M. made a motion that we approve the Session One Summer School Teacher Contract with Dan Weisser. The motion was seconded by Jim S. The motion carried (6-0).*

8.8 Session Two Summer School Contract (Sharon Hansen): The Board reviewed the contract. *Sam M. made a motion that we approve the Session One Summer School Teacher Contract with Sharon Hansen. The motion was seconded by Cody H. The motion carried (6-0).*

8.9 Office Manager's Hourly Rate: The Board discussed the raise in pay. *Jim S. made a motion that we increase the Office Manager's (Karen Natole) hourly rate from \$23.50 to \$24.00. The motion was seconded by Cody H. The motion carried (6-0).*

8.10 Director's Evaluation: Dan left the room and the Board completed the Executive Director Evaluation. *Sharon H. made a motion that we approve the Executive Director Evaluation, just completed. The motion was seconded by Russ K. The motion carried (6-0).*

8.11 Director's Contract (Dan Weisser): The Board reviewed the contract. *Sam M. made a motion that we approve the Executive Director Contract with Dan Weisser for the 2020-2021 school year. The motion was seconded by Sharon H. The motion carried (6-0).*

9. Adjournment: Board members were reminded that our next Regular Board Meeting is scheduled for July 16, 2020 at 4:30pm. *Jim S. made a motion to adjourn the meeting. The motion was seconded by Russ K. The motion carried (6-0).*

Respectfully submitted: Sam Macklay, Secretary