

**Discovery Public School  
126 - 8th Street N.W.  
Faribault, MN 55021  
Regular Meeting  
September 15, 2022 @ 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.

Per Statute 13D.021 subdivision 1.1:

"The DPS Board Chair has determined that an in-person meeting is not practical or prudent because of a health pandemic."

**1. Call to Order and Roll Call –**

\_\_\_ Russ Kennedy, Chair

\_\_\_ Jim Severson, Vice-Chair

\_\_\_ Sarah Hammer

\_\_\_ Authorizer (Osprey Wilds):

\_\_\_ Guest(s):

\_\_\_ Steven (Sam) Macklay;  
Clerk/Treasurer

\_\_\_ Cody Hanson

\_\_\_ Sharon Hansen

\_\_\_ Kari-Ann Schmidt

\_\_\_ Dan Weisser, Ex-Officio

**2. Approval of the Agenda-**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Carried: \_\_\_\_\_ Failed: \_\_\_\_\_ Abstain: \_\_\_\_\_

**3. Approval of the August 18<sup>th</sup>, 2022 Regular Meeting Minutes-**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Carried: \_\_\_\_\_ Failed: \_\_\_\_\_ Abstain: \_\_\_\_\_

**4. Monthly Financial Statement (Supplemental Packet) –**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Carried: \_\_\_\_\_ Failed: \_\_\_\_\_ Abstain: \_\_\_\_\_

**5. Citizen Participation –**

**6. REPORTS –**

1. **Director's Report –**

2. **Community – (Dan Weisser)**

3. **Finance – (Russ Kennedy, Jim Severson, Dan Weisser)**

4. **Academic Committee – (Dan Weisser, Jim Severson, Sharon Hansen)**

5. **Environmental Education - (Allie Peterson, Jim Severson, Sharon Hansen)**

## **7. DISCUSSION ITEMS:**

### **7.1 SCHOOL BOARD TRAINING:**

Employment Policies and Practices Courses: Respond to Data Request

### **7.2 STARTED A NEW REMOTE SPED TEACHER (TELE TEACHERS) -**

### **7.3 FY22 EE FORMATIVE EVALUATION FOR AWCL-**

## **8. ACTION ITEMS:**

### **8.1 CHARTER SCHOOL ASSURANCES 2022-2023 –**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Carried: \_\_\_\_\_ Failed: \_\_\_\_\_ Abstain: \_\_\_\_\_

### **8.2 DPS 2022-2023 CALENDAR REVISION –**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Carried: \_\_\_\_\_ Failed: \_\_\_\_\_ Abstain: \_\_\_\_\_

### **8.3 DPS 2022-2023 TESTING CALENDAR –**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Carried: \_\_\_\_\_ Failed: \_\_\_\_\_ Abstain: \_\_\_\_\_

Our next meeting is scheduled for **October 13, 2022 at 4:30.**

### ***Agenda items:***

Board members are requested to check their schedules to confirm this date and time prior to Adjournment today.

## **9. ADJOURNMENT:**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Carried: \_\_\_\_\_ Failed: \_\_\_\_\_ Abstain: \_\_\_\_\_

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Per MN statute 13D.021 subdivision 1.1: "The DPS Board Chair has determined that an in-person meeting is not practical or prudent because of a health pandemic."

1. **Call to Order and Roll Call:** *The meeting was called to order at 4:30 p.m. by Russ Kennedy. Russ Kennedy (Chair), Sharon Hansen, Cody Hanson, Sarah Hammer, and Dan Weisser (Ex-Officio) were present. Jim Severson (Vice-Chair) and Kari-Ann Schmidt joined via Google Meet. Steven (Sam) Macklay (Clerk/Treasurer) was absent.*
2. **Approval of the Agenda:** *Sharon H. made a motion to approve the agenda. The motion was seconded by Cody H. The motion carried (6-0).*
3. **Approval of the July 21, 2022 minutes:** *Sarah H. made a motion to approve the July 21, 2021 minutes. The motion was seconded by Sharon H. The motion carried (5-0). Jim S. abstained.*
4. **Monthly Financial Statement:** *The financial statement was reviewed by the board. Cody H. made a motion to accept the [As of] July 31, 2022 Financial Statements, as submitted in the school board packet. The motion was seconded by Sharon H. The motion carried (6-0).*
5. **Citizen Participation:** None.
6. **Reports:**

**6.1 Director's Report:**                      \* Cash on Hand: \$139,515.81                      \*Enrollment: 48

\*Session 2 of Summer School is complete. Majority of students earned Credit. 1 student completed enough work that he will graduate at the end of Qtr. 1.

\*Dan attended several of the Virtual Sessions for the OW Leadership Retreat on W/TH of this week, Sharon did as well.

\*Teacher Workshop days 8/22 – 8/25

\*1st Day of School Tuesday 8/30/22

**6.2 Community:** No new information.

**6.3 Finance:** (Russ K., Jim S., Dan W.) Dan and Russ met with Brenda and Travis. Brenda informed us that we will not be receiving a Title I grant this year, due to low free and reduced lunch numbers. This is likely because lunches have been free for everyone for the past couple years. We should be able to use ESSER III funds to continue the intervention classes.

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

We are kicking off a new school year with Workshop Week and Open House next week. At Open House and throughout the week we will be available to assist parents with online enrollment. We will also be offering the Online Parent Portal this year so that parents can stay more up-to-date on their students' progress in classes.

During workshop week staff will set goals for their professional development for the year. Our testing calendar will be developed next week as well. We plan to administer NWEA Fall Growth tests in late September or early October, as usual.

**6.5 Environmental Education:** (Jim S., Sharon H.)

Our first draft of our Environmental Literacy Plan for 2022-23 is due on August 31. We will sit down with teachers during workshop week to review our previous plans and make any necessary changes for the coming year.

## **7. Discussion Items:**

**7.1 School Board Training: None**

Sarah H. has completed her new board member training as of August 2, 2022.

**7.2 Sped Teacher Resignation**

One of our Sped teachers resigned on August 2, 2022. They had signed an agreement for the coming school year. The position has been posted, but we have not yet received any applications.

**7.3 Sped Teacher Options**

We have the option to sign a contract with a virtual Sped teacher that was recommended by our Special Ed Director. The virtual teacher would handle all of the case load that our former teacher would have handled and will teach classes remotely. We will need an adult in the room (either a para or our other Sped teacher) to get students online with the virtual teacher and make sure they are on task. We will look at a contract at our next meeting.

**7.4 Berkan KDV New Account Manager (Travis Berends)**

Travis will be our new point of contact at Bergen KDV. Brenda will still be available for specific questions during the transition. She has taken on a senior role at the firm.

**7.5 Osprey Wilds – DPS Authorizing activities 2022-23**

Osprey Wilds sent out a list of authorizing activities for the coming year. Most of the items are the same as previous years. They are only committing to one site visit, with the option for more.

## **8. Action Items:**

**8.1 DPS Safe Return to In-Person Learning Plan 2022-23:** This is an update of last year's plan. *Sarah H. made a motion to accept the Safe Return to In-Person Learning Plan for 2022-23. The motion was seconded by Cody H. The motion carried (6-0).*

9. **Adjournment:** Board members were reminded that our next Regular Board Meeting is scheduled for September 15, 2022 at 4:30pm. *Russ K. made a motion to adjourn the meeting. The motion was seconded by Sarah H. The motion carried (6-0).*

***Respectfully submitted: Sharon Hansen***



**Discovery Public School of Faribault #4081**  
**Faribault, MN**

**Financial Statements**

**As of August 31, 2022**

*Prepared by:*  
Travis Berends  
Outsourced Controller,  
School Services

# Discovery Public School of Faribault

August 2022

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**Discovery Public School of Faribault  
Faribault, Minnesota  
August 2022 Financial Statements  
Executive Summary**

**Summary of Key Financial Indicators**

- \* Average Daily Membership (ADM) Overview –
  - Original Budget: 52 ADM
  - Working Budget: TBD
  - Actual: TBD
- \* The school has a budgeted surplus for the year of \$7,867. A projected cumulative fund balance of \$250,215 or 27.2% of expenditures at fiscal year-end.
- \* Projected Days Cash on Hand for the projected fiscal year-end is 53 days. Above 30 days meets best practices.

**Financial Statement Key Points**

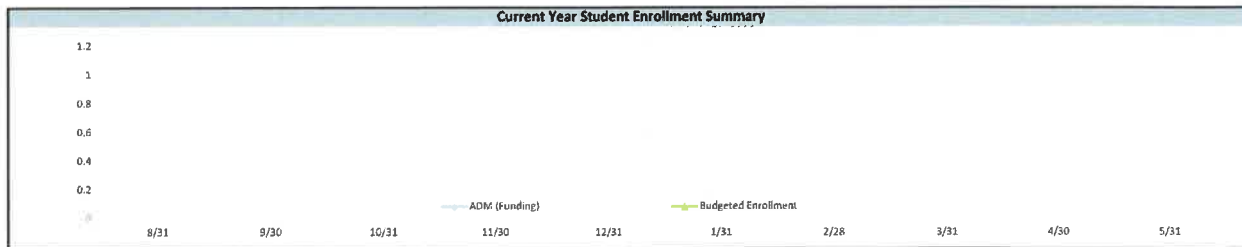
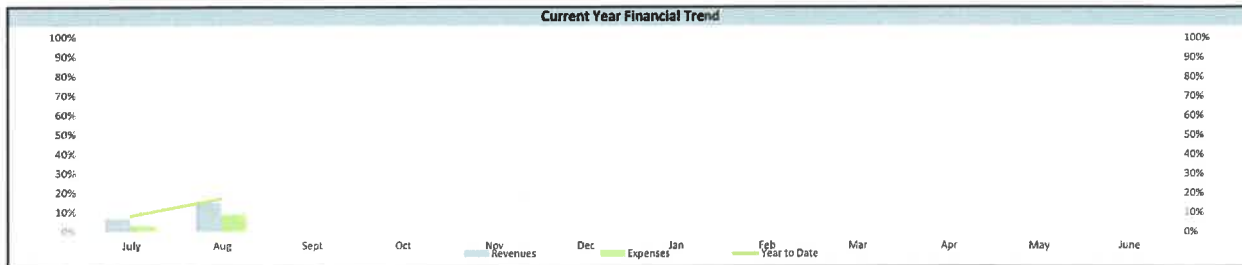
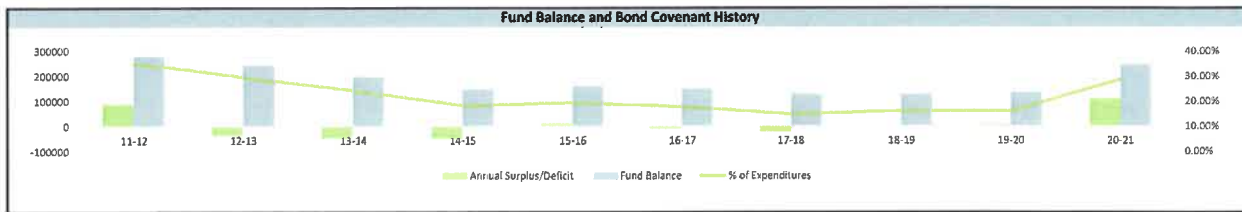
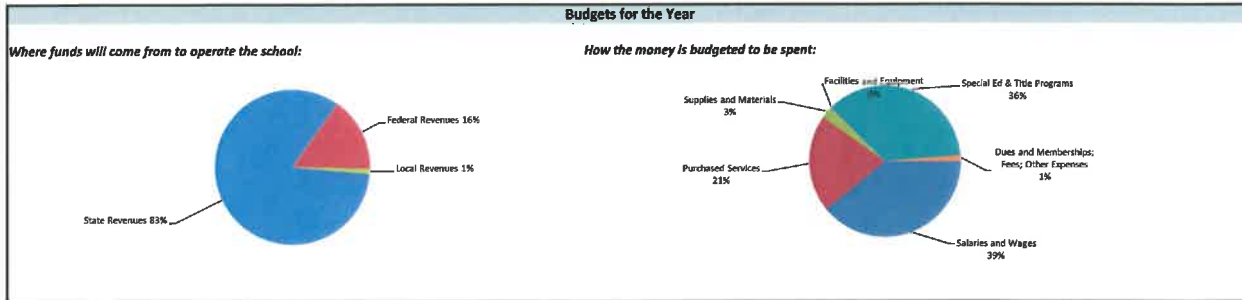
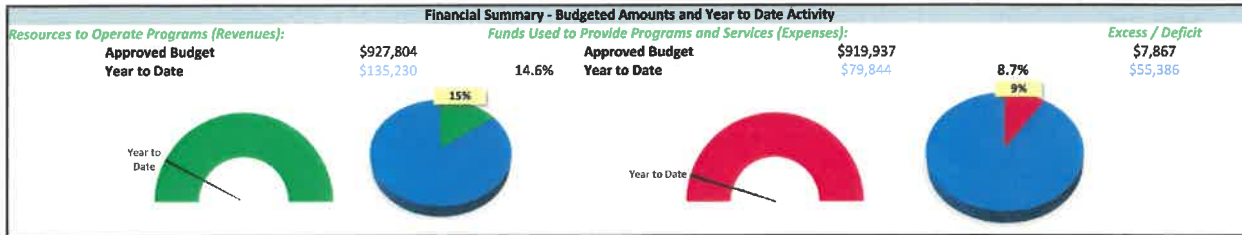
- \* As of month-end, 17% of the year was complete.
- \* Cash Balance as of the reporting period is \$140,782 up from the previous month of \$132,477.
- \* Prior year holdback balance is \$55,913 as of the reporting period. Amounts will be received, final payments will be made as MDE finalizes their review of annual entitlements.
- \* Revenues received at end of the reporting period - 15%
- \* Expenditures disbursed at end of the reporting period - 9%
- \* Nothing significant to mention on the Revenues and Expenditures this month, all is on track currently when comparing budget to actual.

**Other Items**

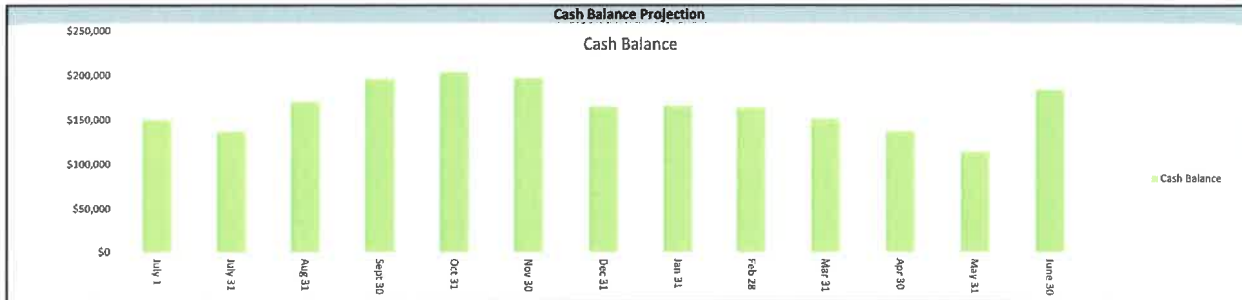
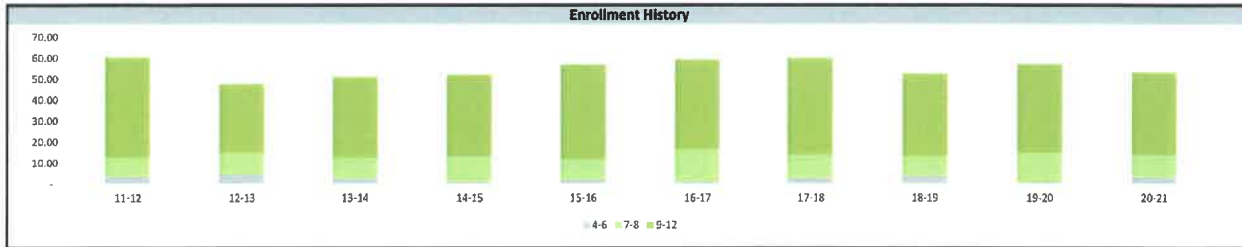
- \* FY23 Title applications have been submitted to MDE and are currently in 'Review' status.
- \* The FY23 audit is scheduled for October 25<sup>th</sup>.
- \* Supplemental information is provided, that shows checks that were written during the month, receipts that were posted this month, journal entries that were completed, payroll check history for the month and FY23 projected cashflow.



Discovery Public School of Faribault  
Faribault MN  
Financial Statements Dashboard  
As of August 31, 2022



Discovery Public School of Faribault  
Faribault MN  
Financial Statements Dashboard  
As of August 31, 2022



**Discovery Public School of Faribault**  
**Faribault MN**

**August 31, 2022**

	<b>Unaudited Balance June 30, 2022</b>	<b>Ending Balance August 31, 2022</b>
<b><u>Assets</u></b>		
<b>Current Assets</b>		
Cash and Investments	150,639	140,782
Accounts Receivable	1,828	1,703
MDE/State Aids Receivable/(Deferred Rev.) 21-22	69,073	55,913
MDE/State Aids Receivable balance 22-23	0	17,587
Federal Aids Receivable	15,775	14,897
Prepaid Expenses and Deposits	16,807	16,807
<b>Total Current Assets</b>	<b>254,123</b>	<b>247,690</b>
<b>Total All Assets</b>	<b>254,123</b>	<b>247,690</b>
<b><u>Liabilities and Fund Balance</u></b>		
<b>Current Liabilities</b>		
Salaries and Wages Payable, fy 2020-21	29,655	0
Accounts Payable	11,623	6,675
Payroll Deductions and Contributions	16,341	(10,876)
Deferred Revenue	65	65
<b>Total Current Liabilities</b>	<b>57,683</b>	<b>(4,136)</b>
<b>Fund Balance</b>		
Audited Fund Balance 6-30-2021	196,439	196,439
Net Income fy 20-21 & fy 21-22		55,386
<b>Total Fund Balance</b>	<b>196,439</b>	<b>251,826</b>
<b>Total Liabilities and Fund Balance</b>	<b>254,123</b>	<b>247,690</b>
		-

0

Discovery Public School of Faribault  
Faribault MN

Statement of Revenues and Expenditures  
August 31, 2022

	FY 22-23 Adopted Budget 52 ADM, 64.9 pu as of 6-30-22	2 Year to Date Activity TBD ADM	16.7% Percent of Budget
<b>General Fund - 01</b>			
<b>Revenues</b>			
<b>State Revenues</b>			
General Education Aid	502,216	83,668	16.7%
Charter School Lease Aid	66,241	0	0.0%
Long-Term Facilities Maintenance	8,213	0	0.0%
Special Education Aid	197,091	27,909	14.2%
Estimated State Aid fyd 2022-23	0	17,587	0.0%
Prior Year - Over/under	0	0	0.0%
<b>Total State Revenues</b>	<b>773,761</b>	<b>129,163</b>	<b>16.7%</b>
<b>Federal Revenues</b>			
Title Programs, I & II			
Special Education Aid, F419 & 425	35,258	1,213	3.4%
CARES Funds, GEER & ESSER	20,373	730	3.6%
CRF, Coronavirus Relief Funds	68,960	1,559	2.3%
PPP Loan Revenue	0	0	0.0%
REAP Funds	8,778	2,190	25.0%
<b>Total Federal Revenues</b>	<b>133,369</b>	<b>5,692</b>	<b>4.3%</b>
<b>Local Revenues</b>			
Donations & Contributions	6,500	0	0.0%
Miscellaneous local Revenues, snack fund	2,774	375	13.5%
<b>Total Local Revenues</b>	<b>9,274</b>	<b>375</b>	<b>4.0%</b>
<b>Total Revenues</b>	<b>916,404</b>	<b>135,230</b>	<b>13.7%</b>

Statement of Revenues and Expenditures

August 31, 2022

	2		16.7%
	FY 22-23 Adopted Budget 52 ADM, 64.9 pu as of 6-30-22	Year to Date Activity TBD ADM	Percent of Budget
<b>Expenditures</b>			
Salaries and Benefits not including special ed	356,038	31,030	8.7%
Contracted Services	66,770	9,730	14.6%
Legal fees	3,276	0	0.0%
Communications Services	4,896	1,161	23.7%
Postage	506	0	0.0%
Utilities	14,000	3,500	25.0%
Property and Liability Insurance	11,495	0	0.0%
Repairs and Maintenance, mowing and plowing	2,550	0	0.0%
Contracted Transportation	1,536	0	0.0%
Entry Fees/Student Travel	0	0	0.0%
Travel, Conferences, and Staff Training	200	250	125.0%
Building Lease	73,601	18,400	25.0%
Other Rentals and Operating Leases	5,004	748	14.9%
Supplies - Non Instructional	7,580	554	7.3%
Supplies - Bldg Maint	2,550	0	0.0%
Computer Software License (SMART Finance & google)	5,484	1,734	31.6%
Instructional Supplies	4,760	2,492	52.4%
Textbooks & Media resources	1,481	0	0.0%
Fuel	189	0	0.0%
Equipment & Technology Equipment	2,500	0	0.0%
Dues and Memberships; Fees	8,722	3,432	39.3%
Other Expenses	1,196	0	0.0%
Misc. Expenses	1,548	0	0.0%
State Special Ed	207,464	3,312	1.6%
Title Programs - Federal	35,258	1,213	3.4%
Federal Special Ed, Director and Specialists	20,373	730	3.6%
CRF, Coronavirus Relief Funds		0	0.0%
CARES Federal Funds,	68,960	1,559	2.3%
<b>Subtotal Expenditures</b>	<b>907,937</b>	<b>79,844</b>	<b>8.8%</b>
Transfers to Other Funds	600	0	
<b>Total Expenditures</b>	<b>908,537</b>	<b>79,844</b>	<b>9.0%</b>
<b>Expenditures Working Budget adjustments</b>			
<b>General Fund Net Income</b>	<b>7,867</b>	<b>55,386</b>	

**Statement of Revenues and Expenditures**

**August 31, 2022**

		2	16.7%
	FY 22-23 Adopted Budget 52 ADM, 64.9 pu as of 6-30-22	Year to Date Activity TBD ADM	Percent of Budget
<b>Food Services Fund - 02</b>			
<b>Revenues</b>			
State Revenues	500	0	0.0%
Federal Revenues	10,500	0	0.0%
Sale of Lunches and Other Local Revenues	400	0	0.0%
Transfer from General Fund	600	0	0.0%
<b>Total Revenues</b>	<b>12,000</b>	<b>0</b>	<b>0%</b>
<b>Expenditures</b>			
Salaries and Wages	2,500	0	0.0%
Employee Benefits	0	0	0.0%
Purchased Services, Food & Milk, 490 & 495	9,500	0	0.0%
Supplies and Materials	0	0	0.0%
Equipment	0	0	0.0%
Dues and Memberships	0	0	0.0%
<b>Total Expenditures</b>	<b>12,000</b>	<b>0</b>	<b>0.0%</b>
<b>Food Services Fund Net Income</b>	<b>0</b>	<b>0</b>	
<b>Total All Funds</b>			
<b>Revenues</b>			
State Revenues	774,261	129,163	16.7%
Federal Revenues	143,869	5,692	4.0%
Local Revenues	9,674	375	3.9%
Transfers			
<b>Total Revenues</b>	<b>927,804</b>	<b>135,230</b>	<b>14.6%</b>
<b>Expenditures</b>			
Salaries and Benefits	358,538	31,030	8.7%
Purchased Services	193,334	33,788	17.5%
Supplies and Materials	22,044	4,780	21.7%
Equipment	2,500	0	0.0%
Other (Fundraising, Special Ed, Dues, etc.)	343,521	10,245	3.0%
<b>Total Expenditures</b>	<b>919,937</b>	<b>79,844</b>	<b>8.7%</b>
<b>Total Revenues All Funds</b>	<b>927,804</b>	<b>135,230</b>	<b>14.6%</b>
<b>Total Expenditures All Funds</b>	<b>919,937</b>	<b>79,844</b>	<b>8.7%</b>
<b>Net Income - All Funds</b>	<b>7,867</b>	<b>55,386</b>	
per budget model			
<b>Net working budget adjustments revenue less expense</b>			
	<b>196,439</b>		
Fund Balance, All Funds as of June 30, 2021			
Projected Fund Balance, All Funds, June 30, 2022	<b>204,306</b>		
			<b>22.2%</b>

## Check History

Calendar	Ck Date	Gross Pay	Taxes				Before Tax			After Tax			Net Pay
			FIT-EIC	SIT	OASDI	Medicare	Retire	TSA DEFCOMP	FLEX	Other	Other		
Bitker, Garret													
S202304-0	08/31/2022	2,166.67	93.88	ID 75 69.55 MN	134.33	31.42	162.50 TRA						1,674.99
		2,166.67	93.88	69.55	134.33	31.42	162.50	0.00	0.00	0.00	0.00		1,674.99
Hansen, Sharon Marie													
S202224S-2	08/15/2022	2,208.33	163.00	ID 53 81.53 MN	136.92	32.02	165.62 TRA						1,629.24
Z202224S1-0	08/15/2022	-2,208.33	-163.00	-81.53 MN	-136.92	-32.02	-165.62 TRA						-1,629.24
S202224S2-0	08/15/2022	2,208.33	144.28	73.19 MN	127.24	29.76	165.62 TRA		155.98				1,512.26
S202304-0	08/31/2022	2,270.83	157.46	79.06 MN	134.35	31.42	170.31 TRA		103.99				1,594.24
		4,479.16	301.74	152.25	261.59	61.18	335.93	0.00	259.97	0.00	0.00		3,106.50
Hanson, Cody A													
S202224S-2	08/15/2022	1,791.67	147.06	ID 54 71.79 MN	111.08	25.98	134.38 TRA						1,301.38
Z202224S1-0	08/15/2022	-1,791.67	-147.06	-71.79 MN	-111.08	-25.98	-134.38 TRA						-1,301.38
S202224S2-0	08/15/2022	1,791.67	135.05	64.98 MN	104.88	24.52	134.38 TRA		100.12				1,227.74
S202304-0	08/31/2022	1,854.17	145.99	71.18 MN	110.82	25.92	139.06 TRA		66.75				1,294.45
		3,645.84	281.04	136.16	215.70	50.44	273.44	0.00	166.87	0.00	0.00		2,522.19
Hanson, Pamela A													
S202224S-2	08/15/2022	1,791.67	0.00	ID 66 0.00 MN	111.08	25.97	134.38 TRA						1,520.24
Z202224S1-0	08/15/2022	-1,791.67	0.00	0.00 MN	-111.08	-25.97	-134.38 TRA						-1,520.24
S202224S2-0	08/15/2022	1,791.67	0.00	0.00 MN	99.71	23.32	134.38 TRA		183.52		42.60		1,308.14
S202304-0	08/31/2022	1,833.33	0.00	0.00 MN	106.08	24.81	137.50 TRA		122.35		28.40		1,414.19
		3,625.00	0.00	0.00	205.79	48.13	271.88	0.00	305.87	0.00	71.00		2,722.33
Horak, Michele D													
S202224S-2	08/15/2022	2,041.67	101.50	ID 64 73.28 MN	126.58	29.61	153.13 TRA						1,557.57
Z202224S1-0	08/15/2022	-2,041.67	-101.50	-73.28 MN	-126.58	-29.61	-153.13 TRA						-1,557.57

## Check History

Calendar	Ck Date	Gross Pay	Taxes				Before Tax				After Tax		Net Pay
			FIT-EIC	SIT	OASDI	Medicare	Retire	TSA	DEFCOMP	FLEX	Other	Other	
Horak, Michele D S202224S2-0 08/15/2022		2,041.67	75.36	ID 64 60.71 MN	112.02	26.19	153.13 TRA			234.94			1,379.32
		2,041.67	75.36	60.71	112.02	26.19	153.13	0.00	0.00	234.94	0.00	0.00	1,379.32
Johnson, Lawrence S202304-0 08/31/2022		45.00	0.00	ID 72 0.00 MN	2.79	0.65	2.93 PERA						38.63
		45.00	0.00	0.00	2.79	0.65	2.93	0.00	0.00	0.00	0.00	0.00	38.63
Luthe, Alexandra F S202224S-2 08/15/2022 Z202224S1-0 08/15/2022 S202224S2-0 08/15/2022 S202304-0 08/31/2022		1,833.33	151.69	ID 59 74.41 MN	113.67	26.59	137.50 TRA						1,329.47
		-1,833.33	-151.69	-74.41 MN	-113.67	-26.59	-137.50 TRA						-1,329.47
		1,833.33	141.65	68.72 MN	108.48	25.37	137.50 TRA			83.61			1,268.00
		1,916.67	154.25	75.86 MN	115.38	26.99	143.75 TRA			55.74			1,344.70
		3,750.00	295.90	144.58	223.86	52.36	281.25	0.00	0.00	139.35	0.00	0.00	2,612.70
Natole, Karen T. S202303-0 08/15/2022 S202304-0 08/31/2022		2,080.00	147.03	ID 35 93.73 MN	119.64	27.98	135.20 PERA			150.28		49.00	1,357.14
		2,205.75	161.14	101.72 MN	127.44	29.81	143.37 PERA			150.28		49.00	1,442.99
		4,285.75	308.17	195.45	247.08	57.79	278.57	0.00	0.00	300.56	98.00	98.00	2,800.13
Palmer, Maria S202224S-2 08/15/2022 Z202224S1-0 08/15/2022 S202224S2-0 08/15/2022 S202304-0 08/31/2022		1,554.43	99.23	ID 69 69.48 MN	96.38	22.54	116.58 TRA						1,150.22
		-1,554.43	-99.23	-69.48 MN	-96.38	-22.54	-116.58 TRA						-1,150.22
		1,554.43	99.23	69.48 MN	96.38	22.54	116.58 TRA						1,150.22
		1,666.67	111.69	76.54 MN	103.33	24.17	125.00 TRA						1,225.94
		3,221.10	210.92	146.02	199.71	46.71	241.58	0.00	0.00	0.00	0.00	0.00	2,376.16
Peterson, Allison L S202224S-2 08/15/2022 Z202224S1-0 08/15/2022		1,708.33	86.00	ID 65 56.79 MN	105.92	24.77	128.12 TRA						1,306.73
		-1,708.33	-86.00	-56.79 MN	-105.92	-24.77	-128.12 TRA						-1,306.73



## Check History

Calendar	Ck Date	Gross Pay	Taxes				Before Tax			After Tax		Net Pay	
			FIT-EIC	SIT	OASDI	Medicare	Retire	TSA	DEFCOMP	FLEX	Other		Other
Peterson, Allison L													
S202224S2-0	08/15/2022	1,708.33	86.00	ID 65 56.79 MN	105.92	24.77	128.12 TRA						1,306.73
		1,708.33	86.00	56.79	105.92	24.77	128.12	0.00	0.00	0.00	0.00		1,306.73
Weisser, Dan R.													
S202303-0	08/15/2022	2,750.01	201.63	ID 8 100.29 MN	170.50	39.88	206.25 TRA					17.90	2,013.56
S202304-0	08/31/2022	2,666.67	192.38	95.05 MN	165.33	38.66	200.00 TRA					17.90	1,957.35
		5,416.68	394.01	195.34	335.83	78.54	406.25	0.00	0.00	0.00	35.80		3,970.91
Employee Count 11													
Totals:		34,385.20	2,047.02	1,156.85	2,044.62	478.18	2,535.58	0.00	0.00	1,407.56	204.80		24,510.59

# Discovery Public School of Faribault

## Receipt Listing Report with Detail by Deposit

Deposit Co	Bank	Batch	Rct No	Receipt Type	Receipt St	Date	Check No	Pmt Type	Grp Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount
1993	4081	WF	CR0822	2081	Credit	A	08/15/22									
IDEAS 08.15.2022				4081	R	01	005	000	000	211					27,911.50	0.00
														Receipt Total:	\$27,911.50	\$0.00
														Deposit Total:	\$27,911.50	\$0.00
1994	4081	WF	CR0822	2082	Credit	A	08/08/22									
REAP grant 08.08.2022				4081	B	01	123	000		FY22 REAP grant					6,570.00	0.00
														Receipt Total:	\$6,570.00	\$0.00
														Deposit Total:	\$6,570.00	\$0.00
1995	4081	WF	CR0822	2083	Credit	A	08/09/22									
School deposit 08.09.2022				4081	R	01	005	000	000	099					375.00	0.00
				4081	B	01	115	001		FY23 JS cobra pymt #23					125.00	0.00
														Receipt Total:	\$500.00	\$0.00
														Deposit Total:	\$500.00	\$0.00
1996	4081	WF	CR0822	2084	Credit	A	08/30/22									
IDEAS 08.30.2022				4081	B	01	121	000		FY22 SPED					11,076.59	0.00
				4081	B	01	121	000		FY22 Charter School Lease					1,987.20	0.00
				4081	B	01	121	000		FY22 Lt Fac Maint Charter					95.82	0.00
				4081	R	01	005	000	000	740	360				27,908.71	0.00
														Receipt Total:	\$41,068.32	\$0.00
														Deposit Total:	\$41,068.32	\$0.00
														Report Total:	\$76,049.82	\$0.00

Discovery Public School of Faribault  
Payment Reg by Bank and CheckPage 1 of 1  
9/10/2022  
11:21:35

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
WF		9192		Wire	1	1007	MN DEPT OF REVENUE - WIRE TRSF		No	Yes	No	08/03/2022	574.94
WF		9193		Wire	1	1054	TEACHERS RETIREMENT ASSOCIATIO		No	Yes	No	08/03/2022	2,496.49
WF		9194		Wire	1	1074	PUBLIC EMPLOYEES RETIREMENT AS		No	Yes	No	08/03/2022	280.00
WF		9195		Wire	1	1143	IRS - WIRE TRANSFER		No	Yes	No	08/03/2022	3,554.17
WF		9196		BP	1	1203	ClearView Window Cleaning		No	Yes	No	08/16/2022	1,014.70
WF		9197		BP	1	1231	Syand Corporation		No	Yes	No	08/16/2022	158.00
WF		9198		BP	1	1309	Osprey Wilds ELC	Other	No	Yes	No	08/16/2022	3,431.50
WF		9199		BP	1	1348	Consolidated Communications		No	Yes	No	08/16/2022	748.54
WF		9200		BP	1	1356	Loffler Companies, Inc.		No	Yes	No	08/16/2022	384.93
WF		9201		BP	1	1397	Navigate Care Consulting	Ind/Sole Proprietor	No	Yes	No	08/16/2022	22.50
WF		9202		BP	1	1397	Navigate Care Consulting	Ind/Sole Proprietor	No	Yes	No	08/16/2022	157.50
WF		9203		BP	1	1401	A Chance To Grow Inc.		No	Yes	No	08/16/2022	250.00
WF		9204		BP	1	1407	SWWC Service Cooperative	Other	No	Yes	No	08/16/2022	1,125.01
WF		9205		BP	1	1412	AFLAC Inc		No	Yes	No	08/16/2022	250.16
WF		9206		BP	1	1414	Scholastic		No	Yes	No	08/16/2022	839.63
WF		9207		Wire	1	1392	Bill.com		No	Yes	No	08/09/2022	81.60
WF		9208		Wire	1	1240	Wells Fargo Bank-Business Acct		No	Yes	No	08/11/2022	49.75
WF		9209		Wire	1	1007	MN DEPT OF REVENUE - WIRE TRSF		No	Yes	No	08/19/2022	587.89
WF		9210		Wire	1	1054	TEACHERS RETIREMENT ASSOCIATIO		No	Yes	No	08/19/2022	2,516.55
WF		9211		Wire	1	1074	PUBLIC EMPLOYEES RETIREMENT AS		No	Yes	No	08/19/2022	291.20
WF		9212		Wire	1	1143	IRS - WIRE TRANSFER		No	Yes	No	08/19/2022	3,608.43
WF		9213		Wire	1	1197	Medica		No	Yes	No	08/10/2022	6,164.29
WF		9214		Wire	1	1190	Wells Fargo Business Card		No	Yes	No	08/15/2022	1,584.96
WF		9215		BP	1	1180	AFLAC		No	Yes	No	08/31/2022	190.61
WF		9216		BP	1	1348	Consolidated Communications		No	Yes	No	08/31/2022	412.42
WF		9217		BP	1	1356	Loffler Companies, Inc.		No	Yes	No	08/31/2022	461.41
WF		9218		BP	1	1361	CCS Cleaning & Restoration		No	Yes	No	08/31/2022	490.00
WF		9219		BP	1	1397	Navigate Care Consulting	Ind/Sole Proprietor	No	Yes	No	08/31/2022	520.00
WF		9220		BP	1	1409	Filan Lawn Service LLC	Ind/Sole Proprietor	No	Yes	No	08/31/2022	212.06
WF		9221		BP	1	1186	Hoa D. Nguyen		No	Yes	No	08/31/2022	7,300.00
WF		9222		BP	1	1372	BergankDV Outsourced Services LLC		No	Yes	No	08/31/2022	3,475.00
Bank Total: \$43,234.24													
Report Total: \$43,234.24													

Discovery Public School of Faribault  
Journal Entry Listing

JE Cd	Period	Date	St	Src	Ref	Description	Detail Desc	L	Fd	Org	Pro	Crs	Fin	O/S	Account Description	Debit Amount	Credit Amount
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**Discovery Public School of Faribault**  
**Cash Flow Projection Summary**  
**2022-23 School Year**

Period Ending	Cash Inflows (Revenues)				Cash Outflows (Expenditures)				Cash Balance
	State Aid Payments	Federal Aid Payments	Other Receipts	Prior Year State/Federal Holdback	Total Receipts	Salaries and Benefits	Other Expenditures	Rent	Total Expenditures
July 31	55,756	-	-	-	55,756	25,664	33,655	14,600	73,918
<b>Aug 31</b>	<b>55,820</b>	<b>6,570</b>	<b>500</b>	<b>13,160</b>	<b>76,050</b>	<b>24,511</b>	<b>35,934</b>	<b>7,300</b>	<b>67,745</b>
Sept 30	55,756	12,291	917		68,965	26,086	42,812	7,300	76,198
Oct 31	55,756	12,291	917		68,965	26,086	42,812	7,300	76,198
Nov 30	55,823	12,291	917		69,032	26,086	42,812	7,300	76,198
Dec 31	55,756	12,291	917		68,965	26,086	42,812	7,300	76,198
Jan 31	55,756	12,291	917		68,965	26,086	42,812	7,300	76,198
Feb 28	55,823	12,291	917		69,032	26,086	42,812	7,300	76,198
Mar 31	55,756	12,291	917		68,965	26,086	42,812	7,300	76,198
Apr 30	55,756	12,291	917		68,965	26,086	42,812	7,300	76,198
May 31	55,823	12,291	917		69,032	26,086	42,812	7,300	76,198
June 30	55,756	12,291	917		<b>68,965</b>	26,086	42,812	-	<b>68,898</b>
<b>Projected Totals</b>	<b>669,338</b>	<b>129,482</b>	<b>9,674</b>	<b>13,160</b>	<b>821,653</b>	<b>311,038</b>	<b>497,704</b>	<b>87,600</b>	<b>896,342</b>

Assumptions: 10% State Aid Holdback

Management has elected to omit substantially all disclosures, government-wide financial statements, and required supplementary information. No CPA provides any

# Discovery Public School

## Formative Environmental Education Performance Evaluation

### Overview

The Osprey Wilds Environmental Learning Center defines environmental education as the implementation of values and strategies that foster learning and create environmentally literate citizens who engage in creating healthy outcomes for individuals, communities, and the Earth. The overarching goal of environmental education is an environmentally literate citizenry. The test of environmental literacy is the capacity of an individual to work individually and collectively toward sustaining a healthy natural environment. This requires sufficient awareness, knowledge, skills, and attitudes in order to create a healthy planet where all people live in balance with the Earth.

The Environmental Evaluation (EE) Performance Framework was derived through a review of Osprey Wilds's charter contract, Minnesota's plan for environmental education, as well as the "Awareness to Action Continuum," identified in the Tbilisi Declaration (1977) and outlined from left to right below. Also known as the "environmental literacy ladder," this loose hierarchy lays out the five essential components of environmental literacy. Each area is designed to build on the previous steps, although there may be some overlap.



No single indicator describes the full picture of a school's environmental focus or performance on its EE-related goals. The performance areas are to be used together to indicate the total picture of the school's EE efforts. This formative evaluation should provide guidance for the school on areas of improvement related to the five outcomes identified in Exhibit H of the charter contract, and reflect the school's progress toward these goals.

This evaluation is informed solely by data provided by the school. This underscores the importance of effectively implementing the school's environmental literacy plan (ELP), which includes ensuring teachers understand their role, collecting appropriate data, and reporting on students' progress toward the goal – not only activities. This evaluation does not include inputs observed by Osprey Wilds on site visits or reported by the school in the Annual Report or EE Survey.

Results of this formative evaluation become part of the body of information used to complete a summative evaluation of the school's environmental education program during the final year of the school's contract, and inform charter school renewal decisions made by the Osprey Wilds Board of Directors.

## Environmental Education Performance Indicators

The Environmental Education Performance Framework includes eight indicators, or general categories, used to evaluate a school's environmental education performance.

OUTCOMES	<b>Indicator 1: Awareness</b>	Students demonstrate an awareness of the relationship between the environment and human life and the diversity of life that shares the earth with humans.
	<b>Indicator 2: Knowledge</b>	Students have knowledge of how natural systems function and how human systems interact with and depend on them.
	<b>Indicator 3: Attitudes</b>	Students demonstrate respect and concern for the earth's health and the motivation to participate in environmental stewardship.
	<b>Indicator 4: Skills</b>	Students possess the skills needed to identify and critically analyze environmental issues, and to contribute to resolving the root of environmental challenges.
	<b>Indicator 5: Action</b>	Students have the capacity, or are increasing their capacity, to perceive and interpret the health of environmental and social systems and take appropriate action to maintain, restore, or improve the health of those systems.
INPUTS	<b>Indicator 6: Environmental Education Program</b>	The school implements values and strategies that foster learning and create environmentally literate citizens who engage in creating healthy outcomes for individuals, communities, and the Earth.
	<b>Indicator 7: Governance</b>	The board of directors allocates the appropriate financial, human, and organizational resources to carry out environmental education and monitors the school's progress toward its goals.
	<b>Indicator 8: Operations</b>	Operational decision-making by school leadership, staff, and faculty reflects a commitment to environmental sustainability. The school has a waste reduction and recycling program in place.

## **Ratings**

Each measure will receive one of five ratings based on evaluation of the established indicators. Because it is formative in nature, this evaluation will indicate whether schools are on track to meet the rating described below. Again, no one measure identifies the full picture of a school's operational standing. The measures are to be used together to indicate the total strength of the school's EE program and its success in creating environmentally literate students.

### **OUTCOMES:**

#### **Exceeds Standard**

The school met its contractual goal, implements fully established EE programs, and provided evidence of increasing environmental literacy among its students and faculty.

#### **Meets Standard**

The school met its contractual goal and provided evidence of increasing environmental literacy among its students and faculty.

#### **Approaches Standard**

The school nearly met its contractual goal and provided evidence of emergent environmental literacy among its students and faculty.

#### **Does Not Meet Standard**

The school did not meet its contractual goal or did not provide evidence to demonstrate an emergent level of environmental literacy among its students and faculty.

### **INPUTS:**

#### **Well-Developed**

The school's performance is commendable in that it meets or exceeds Osprey Wilds's standard.

#### **Approaching Well-Developed**

The school's performance is fundamentally sound in that it contains most aspects of a well-developed practice but requires one or more material modifications to meet Osprey Wilds's standard.

#### **Partially Developed**

The school's performance is incomplete in that it contains some aspects of a well-developed practice but is missing key components, is limited in its execution, or otherwise falls short of meeting Osprey Wilds's standard.

#### **Minimally Developed**

The school's performance is inadequate in that the school has minimally undertaken the practice or is carrying it out in a way that falls far short of meeting Osprey Wilds's standard.

#### **Undeveloped**

The school's performance is wholly inadequate in that the school has not undertaken the practice at all or is carrying it out in a way that is not recognizably connected to Osprey Wilds's standard.



## Summary of 2021-2022 Environmental Education Performance

Indicator		Rating	
Outcomes	Indicator Area 1: Awareness	Meets Standard	
	Indicator Area 2: Knowledge	Meets Standard	
	Indicator Area 3: Attitudes	Meets Standard	
	Indicator Area 4: Skills	Meets Standard	
	Indicator Area 5: Action	Meets Standard	
Inputs	Indicator Area 6: Environmental Education Program	6.1: Curriculum and Instruction	
		6.2: School Culture	
		6.3: Alignment to Mission or Community	
	Indicator Area 7: Governance		
	Indicator Area 8: Operations		

*Note:* This evaluation is intended to provide feedback on the school's performance on its ELP, which is aligned to Indicator Areas 1-5, above. Evaluation on Indicator Areas 6-8 will be issued in the school's summative EE evaluation, which will be provided during the final year of the school's current contract.

### Summary

Overall, the data reported from the 21-22 school year demonstrates that the environmental education program at DPS is implemented with fidelity, is interdisciplinary in nature, and supports sustainable school operations through components like the lunch composting project. It is clear that the school weaves the EE program into subjects throughout the educational program and as such, students have many opportunities to engage and develop environmental literacy.

## **EE Performance Indicator 1: Awareness**

### **Standard:**

Students demonstrate an awareness of the relationship between the environment and human life and the diversity of life that shares the earth with humans.

### **School Goal:**

1. Students and staff at *DISCOVERY PUBLIC SCHOOL* have the awareness, or are increasing their awareness, of the relationship between the environment and human life.

### **The school is on track to earn the rating:**

#### ☐ **Exceeds Standard**

The school met its contractual goal and provided additional evidence of increasing awareness of the relationship between the environment and human life among its students and faculty.

#### ☒ **Meets Standard**

The school met its contractual goal and provided evidence of increasing awareness of the relationship between the environment and human life among its students and faculty.

#### ☐ **Approaches Standard**

The school nearly met its contractual goal and provided some evidence of increasing awareness of the relationship between the environment and human life among its students and staff.

#### ☐ **Does Not Meet Standard**

The school did not meet its contractual goal or did not provide evidence to demonstrate an emergent awareness of the relationship between the environment and human life among its students and staff.

### **Data:**

DPS 2021-2022 ELP Indicated the following measures for this indicator area:

- Students will explore topics of their choice that we have covered in Environmental Science, and write an online newsletter using a variety of platforms, that demonstrates their awareness of the topic they chose. Topics must be approved by the instructor.
  - Over one semester, students in the Environmental Science Writing class (11<sup>th</sup>-12<sup>th</sup> grade) will create six online newsletters in class, using various multimedia platforms, on environmental topics of their choice. Students will be individually assessed on their submission to each newsletter. Seventy-five percent of students will earn an average score of 20 or greater on a 25 point rubric that reflects their awareness of the topics studied for their submission to the newsletter.
    - Results: Out of 14 students in 11<sup>th</sup> and 12<sup>th</sup> grade who participated in the Environmental Science Writing class, 12 (85.7%) earned an average score of 20 or greater on a 25 point rubric.

### **Analysis:**

The data presented meets standard in this indicator area. In the 21-22 school year, the school provided evidence that the target number of students successfully met the learning target. It is exciting that students have the opportunity to individually contribute to a public-facing, collaborative document. The evidence from strategy and evaluation method 1.1 demonstrates that

students and staff at DPS have or are increasing their awareness of the relationship between the environment and human life.

## **EE Performance Indicator 2: Knowledge**

### **Standard:**

Students have knowledge of how natural systems function and how human systems interact with and depend on them.

### **School Goal:**

1. Students and staff at *DISCOVERY PUBLIC SCHOOL* have the knowledge, or are increasing their knowledge, of human and natural systems and processes.

### **The school is on track to earn the rating:**

#### ☐ **Exceeds Standard**

The school met its contractual goal and provided evidence of increasing knowledge of human and natural systems and processes among its students and faculty.

#### ☒ **Meets Standard**

The school met its contractual goal and provided evidence of increasing knowledge of human and natural systems and processes among its students and faculty.

#### ☐ **Approaches Standard**

The school nearly met its contractual goal and provided some evidence of knowledge of human and natural systems and processes among its students and faculty.

#### ☐ **Does Not Meet Standard**

The school did not meet its contractual goal or provided insufficient evidence of knowledge of human and natural systems and processes among its students and faculty.

### **Data:**

DPS 2021-2022 ELP Indicated the following measures for this indicator area:

- Students in middle school Life Science class will learn about the energy cycle, food waste and composting, how the food system works, and how humans affect the system by composting and reducing food waste or sending it to a landfill.
  - Middle school students will maintain a successful composting program for our food waste from school lunch. Students will follow a rotating schedule of documenting food waste and maintaining the compost pile, so that 100% of middle school students participate.
  - Seventy five percent of middle school students will complete a pretest and posttest to measure learning before and after the unit. The mean score from pretest to posttest will increase by at least 10%.
    - Results: 100% of middle school students (14 students) participated in the composting program in the fall.
    - Of our 14 middle school students, 13 completed the composting pretest and posttest. The mean score increased from 5.57 to 7.62, a 36.7% increase.

### **Analysis:**

The data presented meets standard. In the 21-22 school year, the school provided evidence that the target number of students successfully met the learning target for both strategies and evaluation

methods. This evidence demonstrates that students and staff at DPS have or are increasing their knowledge of human and natural systems and processes.

### **EE Performance Indicator 3: Attitudes**

#### **Standard:**

Students demonstrate respect and concern for the earth's health and the motivation to participate in environmental stewardship.

#### **School Goal:**

1. Students and staff at *DISCOVERY PUBLIC SCHOOL* have an attitude, or are increasing their attitude of, appreciation and concern for the environment.

#### **The school is on track to earn the rating:**

##### ☐ **Exceeds Standard**

The school met its contractual goal and provided evidence of increasing attitudes of appreciation and concern for the environment among its students and faculty.

##### ☒ **Meets Standard**

The school met its contractual goal and provided evidence of increasing attitudes of appreciation and concern for the environment among its students and faculty.

##### ☐ **Approaches Standard**

The school nearly met its contractual goal and provided some evidence of attitudes of appreciation and concern for the environment among its students and faculty.

##### ☐ **Does Not Meet Standard**

The school did not meet its contractual goal or provided insufficient evidence of attitudes of appreciation and concern for the environment among its students and faculty.

#### **Data:**

DPS 2021-2022 ELP Indicated the following measures for this indicator area:

- Students in physical education classes (6th -10th grade) take frequent walks down the Straight River Trail and clean up trash as they go, including in the neighborhood on the way to the trail. Twelfth grade students also participate in Adopt-a-Highway twice each year.
  - All students who participate in trash cleanup will complete a short survey to measure the impact this task had on their attitude, appreciate, and concern for the environment. The average response on a scale of 1 to 5 will be greater than 3.
    - Results: For the 32 students surveyed, the average response on a scale of 1 to 5 was 3.47.

#### **Analysis:**

The data presented meets standard. In the 21-22 school year, the school provided evidence that the target number of students successfully met the learning target. This project offered students an opportunity to act within and on behalf of their greater community, concluding with a reflection on these actions. This evidence demonstrates that students and staff at DPS have an attitude, or are increasing their attitude of, appreciation and concern for the environment.

## **EE Performance Indicator 4: Skills**

### **Standard:**

Students possess the skills needed to identify and critically analyze environmental issues, and to contribute to resolving the root of environmental challenges.

### **School Goal:**

1. Students and staff at *DISCOVERY PUBLIC SCHOOL* have or are increasing their problem solving and critical thinking skills as it relates to the environment and human life.

### **The school is on track to earn the rating:**

#### ☐ **Exceeds Standard**

The school met its contractual goal and provided evidence of increasing problem solving and critical thinking skills as it relates to the environment and human life among its students and faculty.

#### ☒ **Meets Standard**

The school met its contractual goal and provided evidence of increasing problem solving and critical thinking skills as it relates to the environment and human life among its students and faculty.

#### ☐ **Approaches Standard**

The school nearly met its contractual goal and provided some evidence of problem solving and critical thinking skills as it relates to the environment and human life among its students and faculty.

#### ☐ **Does Not Meet Standard**

The school did not meet its contractual goal or provided insufficient evidence of problem solving and critical thinking skills as it relates to the environment and human life among its students and faculty.

### **Data:**

DPS 2021-2022 ELP Indicated the following measures for this indicator area:

- Students in English (11th-12th grade) will write an oratory essay on Environmental and Climate Change topics in which they will choose a stance and present a course of action to solve an environmental problem.
  - Seventy five percent of students in English (11th-12th grade) will complete an oratory essay and present it in front of the class or individually to the teacher. Seventy percent will earn at least 70 on a 100 point rubric.
  - All students will take a survey at the beginning and the end of the year to assess their capacity to perceive and interpret the health of the environmental and social systems in their local community. The survey will include questions on issues that they perceive in the environment, things that impact the environment, ways to determine whether an environmental area has been impacted, and things the student can do to take action. Overall capacity will improve by 10% from fall to spring, based on the average responses on the survey.
    - Results: Out of 15 students, 11 (73.3%) earned a score of at least 70/100 on an oratory essay on a topic of their choice.

- Overall capacity of students who took the survey (35 student in the fall, 23 students in the spring) increased by 25.3%, from an average score of 3.71 to an average score of 4.65.

**Analysis:**

The data presented meets standard. In the 21-22 school year, the school provided evidence through the strategy and evaluation methods that the target number of students successfully met the learning targets. The evidence from strategy and both evaluation methods demonstrate that students and staff at DPS have or are increasing their problem solving and critical thinking skills as it relates to the environment and human life.



## **EE Performance Indicator 5: Action**

### **Standard:**

Students have the capacity, or are increasing their capacity, to perceive and interpret the health of environmental and social systems and take appropriate action to maintain, restore, or improve the health of those systems.

### **School Goal:**

1. Students and staff at *DISCOVERY PUBLIC SCHOOL* demonstrate the capacity, or are increasing their capacity, to work individually and collectively toward sustaining a healthy natural environment.

### **The school is on track to earn the rating:**

#### ☐ **Exceeds Standard**

The school met its contractual goal and provided evidence of increasing capacity to perceive and interpret the health of environmental and social systems and take appropriate action to maintain, restore, or improve the health of those systems among its students and faculty.

#### ☒ **Meets Standard**

The school met its contractual goal and provided evidence of increasing capacity to perceive and interpret the health of environmental and social systems and take appropriate action to maintain, restore, or improve the health of those systems among its students and faculty.

#### ☐ **Approaches Standard**

The school nearly met its contractual goal and provided some evidence of capacity to perceive and interpret the health of environmental and social systems and take appropriate action to maintain, restore, or improve the health of those systems among its students and faculty.

#### ☐ **Does Not Meet Standard**

The school did not meet its contractual goal or provided insufficient evidence of capacity to perceive and interpret the health of environmental and social systems and take appropriate action to maintain, restore, or improve the health of those systems literacy among its students and faculty.

### **Data:**

DPS 2021-2022 ELP Indicated the following measures for this indicator area:

- Students in US History (9th – 10th grade and 6th – 8th grade) and World Geography (11th grade) will learn about how different cultures around the world interact with food, with an emphasis on how our local community interacts with food. They will then analyze how food culture in a community and food supply impact each other.
  - Students in US History (9th – 10th grade and 6th – 8th grade) and World Geography (11th grade) will develop an action plan to improve the environment in their community. The action plan will be graded on a rubric. Seventy percent of the students who complete the written action plan will earn a score of 70% or greater. Students will also have the opportunity to implement their action plan, but will not be evaluated on that portion.
    - Results: 75% (33/44) of students scored 70% or greater on their written action plan.

**Analysis:**

The data presented meets standard. In the 21-22 school year, the school provided evidence that the target number of students successfully met the learning target. This evidence demonstrates that students and staff at DPS demonstrate the capacity, or are increasing their capacity, to work individually and collectively toward sustaining a healthy natural environment.



## 2022–23 Annual Charter School Assurances Instructions

### Background

In 2011, the Minnesota Department of Education (MDE) settled a lawsuit, *ACLU v. Tarek ibn Ziyad Academy, et al.*, in which the Commissioner of Education was named as a party. As part of the Settlement Agreement, MDE agreed to adopt certain assurances for charter schools and authorizers. Each charter school that will be operational in the 2022–23 school year must sign Annual Charter School Assurances, which consist of nine separate assurances ensuring nonsectarian public education in all charter school operations, in accordance with state and federal law. Applicable laws include prohibitions against government promotion, establishment, or endorsement of religion, and protections preventing funds distributed to public charter schools from unconstitutionally promoting or establishing religion. The assurances are part of oversight of charter school operations by MDE and charter school authorizers.

### Instructions

All operational charter schools must complete the 2022–23 Annual Charter School Assurances form, taking care that the entire form is filled out, and signed by both the director of the charter school and the charter school board chair. Submission of the 2022–23 Annual Charter School Assurances form also requires additional documentation. Please note that several assurances (numbered 1, 2, 5, 6 and 7) require additional school-specific information. Note also that several assurances (numbered 3, 4, 7, 8 and 9) require copies of adopted board policies concerning religious and other matters.

### Submission

The Annual Charter School Assurances must be kept on file by the charter school's authorizer and a copy must also be submitted to MDE. Please complete and sign the 2022–23 Annual Charter School Assurances. Return the completed Annual Charter School Assurances form, together with all required attachments, to your authorizer and provide a copy of the Annual Charter School Assurances form and all supporting documents to MDE no later than October 31, 2022. Documents may be submitted to MDE as one or more PDF files emailed to [mde.charterschools@state.mn.us](mailto:mde.charterschools@state.mn.us).

### Assistance

If you have further questions regarding these required charter school assurances, please contact the MDE Charter Center at [mde.charterschools@state.mn.us](mailto:mde.charterschools@state.mn.us) or 651-582-8297.



## 2022-23 Annual Charter School Assurances

The following assurances must be signed by all operational charter schools annually. Type text responses in underlined spaces or where indicated. If there is not a relevant response to a prompt for your school, enter "None" or "N/A," instead of leaving a space blank. Signatures at the bottom of the form, provide certification of all assurances contained in the text of the document. Please submit policies related to assurances number three, four, seven, eight, and nine as attachments with this form.

1. I assure that the charter school has looked for facilities that comply with Minnesota Statutes 2021, section 124E.13, subdivision 1 and Minnesota Statutes 2021, section 124E.03, subdivision 2(a).

a. Is the lease is with a sectarian organization?

☐ Yes  
☒ No

- b. If yes, I assure students at the charter school are screened from any involvement with or exposure to any of the sectarian organization's religious activities occurring on school property during the school day or during school-sponsored events.

A. Identify any involvement of any of the charter school's school directors, administrators, or teachers in the sectarian organization.  
[Type response here]

B. Identify any telephone or fax numbers, email addresses, employer identification numbers, and employees that the charter school shares with the sectarian organization.  
[Type response here]

C. Identify and describe any activities by the sectarian organization in support of your school, including but not limited to fundraising, student recruitment, promotion, any claimed affiliation with your school and sponsorship of school programs or events.  
[Type response here]

2. I assure that the charter school has taken steps to maintain nonsectarian school facilities in compliance with Minnesota Statutes 2021, section 124E.06, subdivision 3(c).

a. Apart from items displayed only during the meetings of after-school student-only clubs, identify and describe all religious texts, symbols, quotations, or objects displayed at your school facilities on school days.

[Type response here]

- b. If religious texts or multiple substantive quotations from religious texts are used in any classes or teaching materials other than in survey classes that teach about multiple religions, describe the texts or materials and quotations.

[Type response here]

- c. Describe all prayers, calls to prayers, invocations, readings of religious texts, and religious greetings that have been delivered in connection with school activities.

[Type response here]

3. I assure that the charter school has a board-adopted religious accommodation policy that accords equal treatment of and access to all religions. Attach the most recent version of the policy.

4. I assure that if the charter school allows religious or other activities on school property during non-instructional time, there is a board-adopted policy allowing equal access to all groups and that such access otherwise complies with Minnesota Statutes 2021, section 124E.06, subdivision 3(c). Attach the most recent version of the policy.

5. I assure that the charter school does not involve itself in religious activities, consistent with Minnesota Statutes 2021, section 124E.06, subdivision 3(c), including by recruiting employees, parents or other volunteers for such activities.

- a. If you have not already done so in Assurance 1(b), identify any telephone or fax numbers, email addresses, employer identification numbers, and employees that the charter school shares with any sectarian organization.

[Type response here]

- b. If you have not already done so in Assurance 1(c), identify and describe any activities by sectarian organizations in support of your school, including but not limited to fundraising, student recruitment, promotion, any claimed affiliation with your school and sponsorship of school programs or events.

[Type response here]

- c. Identify and describe any instance in which your school took the religion of an individual into account in (a) the hiring, firing, discipline or assignment of your faculty, staff, vendors, or contractors; (b) the recruitment, admission or discipline of students; or (c) decisions regarding the resources made available to student groups.

[Type response here]

6. I assure that food served at the charter school satisfies applicable health and safety requirements, provides equal accommodations to all religions, and otherwise complies with Minnesota Statutes 2021, section 124E.03, subdivision 2(a).
- a. Describe any religious-based restrictions that your charter school places on the types of food that may be consumed on its premises.  
[Type response here]
7. I assure that the charter school follows the state data practices law, consistent with Minnesota Statutes 2021, section 124E.03, subdivision 5, including regarding staff ability to report unethical or fraudulent actions of a charter where they work, and that the charter school's board has attended trainings that include state data practices law. Attach the most recent version of the policy.
- a. Please list the dates that the trainings took place:  
[Type response here] 10/14/21
8. I assure that, if the charter school has a waiting list for acceptance into the school, a lottery is conducted that does not select students based on religious preference and that the lottery otherwise complies with Minnesota Statutes 2021, section 124E.11. Attach the most recent version of the policy.
9. I assure that the charter school has a neutral dress code and/or uniform policy that does not promote a particular religion or particular religious customs and that the school does not, through its enforcement of dress code and/or uniform policy, restrict opportunity to participate in school activities. Attach the most recent version of the policy, if a formal, written policy exists.
- a. Describe the policy, if it is unwritten.  
[Type response here, if policy not attached]

### Charter School Information

Name of Charter School: Discovery Public School of Faribault

Charter Local Educational Agency (LEA) Number: 4081-07

Name of Charter School's Authorizer: Osprey Wilds

### Certification of Assurances by Director of Charter School

Printed Name: Dan Weisser

Title: Director

Signature: Dan Weisser

Date: \_\_\_\_\_

**Certification of Assurances by Board Chair of Charter School**

Printed Name: Ross Kennedy

Title: Board Chair

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## **DPS Dress Code Policy**

The Discovery Public School encourages students to dress appropriately for school activities and in keeping with community standards. Students and parents will abide by staff requests to alter clothing when it has a negative impact on the educational environment as determined by the staff. Inappropriate clothing includes, but is not limited to, the following:

- A. Clothing must not pose a threat to the health or safety of the student or others. Pants/shorts/skirts must fit around the waist (or must be belted) and must not be torn above the mid-thigh. Pant legs or skirts must not drag on the floor.
- B. Clothing or markings to the body must not include words or visuals that are sexually suggestive, profane, abusive, degrading or discriminatory; clothing or markings to the body must not display or promote the use of drugs, alcohol, tobacco, or other activities or products that are illegal to minors.
- C. See-through or sexually suggestive apparel that exposes the body in an inappropriate/suggestive manner may not be worn. Underwear must not be visible.
- D. Strapless and /or backless dresses or tops; tank, tube, or halter tops or dresses; dresses or tops with spaghetti straps, plunging necklines, or crop tops or other tops which expose the midriff and any other similar clothing items which could be distracting or disruptive to the educational process may not be worn. All tops should hang over the top of the pants or beltline.
- E. Dresses/skirts/shorts must reach past mid-thigh. Slits in dresses and skirts must be no higher than mid-thigh. Mid-thigh is defined as where the fingertips brush the legs when arms hang freely.
- F. Headgear, such as bandannas, and sunglasses, may not be worn in the school building. Students may be allowed to wear caps, hats, or hoods at the discretion of School staff.
- G. Spiked and chain-linked jewelry/accessories, including chains on clothing, may not be worn.
- H. Coats, jackets, and other similar items are not to be worn during the school day in the building.
- I. Clothing is not a substitute for a backpack. Students are not to carry items that cause pockets to be bulky.
- J. No gang related apparel, clothing, jewelry, insignia, colors, paraphernalia or materials may be worn on or carried on campus or at school sanctioned activities.
  - 1. For the purpose of this policy, "gang" is defined as any ongoing organization, association, or group of three or more persons, whether formal or informal in that:
    - a. Has, as one of its primary activities, the commission of one or more of criminal;
    - b. Has a common name or common identifying sign or symbol; and
    - c. Includes members who individually or collectively engage in or have engaged in a pattern of criminal activity.
  - 2. Recognizing that gang-related apparel, clothing, jewelry, insignia, colors, paraphernalia, or materials may vary from year to year, and any questions regarding this policy should be taken to the administrator.
  - 3. It is not the intention of this policy to abridge the rights of students to express political, religious, philosophical, or similar opinions by wearing apparel on which such messages are stated. Such messages are acceptable as long as they are not lewd, vulgar, obscene, defamatory, or profane.

Date Adopted: 08/16/2018

Date Revised: 08/16/2018

Last Date Reviewed: 10/14/2021



## **DPS Whistleblower Policy**

Discovery Public School has traditionally demanded and received the highest ethical performance from its staff, in an effort to carry out its educational mission. DPS also strives to ensure that its workplace and equipment are maintained so as to provide a safe environment for its staff, visitors and volunteers. Further, DPS is always looking for a better way of doing every job. For these reasons, we like to hear your ideas and suggestions for improving our operations and our workplace.

If you think your ideas will save money, reduce waste, increase productivity, or make our jobs any easier, we would like to know about them. You are encouraged to talk with the Director about any suggestions, problems or complaints that might arise concerning work-related matters. In particular, if you become aware of any situation or condition that appears to you to be unsafe or you believe in good faith that it violates a law or regulation applicable to DPS High School, you should report the situation to the Director or to the Instructional Leader. If you are uncomfortable submitting to the Director or Instructional Leader you may take the complaint to the School Board Chairperson. While suggestions for improvement do not need to be in writing, DPS prefers that you document problems or complaints, and that the Director document his/her response and/or action with regard to it. If a matter is not resolved by the Director, an employee may submit a written complaint to the School Board Chairperson.

No retaliation will occur against any employee who provides information as described in this policy. No retaliation will occur against any employee who refuses to comply with direction from a supervisor, if she or he believes that the direction violates applicable laws or regulations and states that reason in refusing to comply. No retaliation will occur against any employee who is requested to participate in a hearing or investigation regarding DPS by a public body or office.

Date Adopted: 10/14/2021  
Date Revised: 10/10/2021  
Last Date Reviewed 10/14/2021

## STUDENT ADMISSIONS AND ENROLLMENT POLICY

### I. PURPOSE

The purpose of this policy is to clarify the procedures used by school administration for admitting students to Discovery Public School of Faribault.

### II. GENERAL STATEMENT OF POLICY

- A. The school board of Discovery Public School of Faribault has established admissions limits for each class\* to be set at 25 students.
- B. Discovery Public School of Faribault is an open enrollment school and accepts registration paperwork all year. To ensure continuity of learning for existing students, no new students will be offered enrollment after April 1st of the current school year. Applications received after that date will be applied to the next school year if there are spots available.
- C. Discovery Public School of Faribault shall enroll an eligible student who submits a registration form, unless the number of applications exceeds the capacity of the class\*, grade level or building. In this case, students must be accepted by lot.
- D. Discovery Public School of Faribault shall not discriminate against any student based on race, color, ethnicity, sex, age, national origin, ancestry, religion or creed, status with regard to public assistance, sexual orientation, disability, intellectual ability, prior measures of achievement or aptitude, athletic ability, or for any other basis that would be unlawful for a public or charter school.

\* (Class is defined by the current class schedule, which may include 1 or more grade levels combined. Please refer to the most recent class schedule per enrollment)

### III. LOTTERY PROCEDURES

- A. Students that are siblings of a currently enrolled student or a foster child of a currently enrolled student's parent(s) will be given preference for enrollment before accepting other students by lot.
- B. Each school year during the first week of April a lottery for the following school year will be conducted from all applications received by April 1<sup>st</sup>. All applications received will be publicly chosen by lot by school administration. Notification of the results of the lottery will be communicated via U.S Postal mail no later than 10 days following the lottery.

**Legal References:** Minn. Stat. 124E.11, (Admission Requirements & Enrollment)

*Adopted:* 10/24/2013  
*Revised:* 10/14/2021

Discovery Public School of Faribault

District #4081

## **Data Subject Rights and Access Policy**

**1.0 POLICY STATEMENT** The purpose of this policy is to provide guidance to School District employees as to the data the School District collects and maintains and the permissible distribution of such data.

## **2.0 GENERAL STATEMENT OF POLICY**

2.1 All data on individuals collected, created, received, maintained or disseminated by the School District, which is classified by state statute or federal law as public, shall be accessible to the public pursuant to the procedures established by the School District.

2.2 All other data on individuals is private or confidential.

## **3.0 DEFINITIONS**

### **3.1 Data**

The term, data, when used in this policy, means government data. Government data are all data kept in any recorded form by government entities in the executive branch of government in Minnesota. As long as data are recorded in some way by a government entity, they are government data, no matter what physical form they are in, or how they are stored or used. Government data may be stored on paper forms/records/files, in electronic form, on audio or videotape, on charts, maps, etc.

### **3.2 Public Data**

Public data means that the data is available to anyone who requests it.

### **3.2 Private Data**

Private data means the data is available to the subject of the data and to School District staff who need it to conduct the business of the School District and to others outside the School District who are given access to the private data by state statute or federal law.

### **3.3 Confidential Data**

Confidential data means the data is not available to the subject and is accessible only by authorized staff of the School District and to others outside the School District who are given access to the private data by state statute or federal law.

### **3.4 Personnel Data**

Personnel Data means data on individuals collected because they are or were employees of the School District, or is or were applicants for employment, volunteers for the School District, or is a member of or applicant for an advisory board or commission.

3.5 Educational Data Educational Data means those records which:

- (1) are directly related to a student; and
- (2) are maintained by the School District or by a party acting for the School District.

3.6 Not Public Data

Not public data means data on individuals that is private or confidential or data not on individuals that are non-public or protected non-public as classified by state or federal law.

**4.0 RESPONSIBLE AUTHORITY DATA PRACTICES COMPLIANCE OFFICIAL** The School District has designated the Director, Dan Weisser as the authority responsible for the maintenance and security of School District records and the data practices compliance official to whom one may direct questions or concerns regarding obtaining access to data, rights of subjects of data or other data practices matters. Questions regarding School District data privacy practices and procedures should be directed to the Director, Dan Weisser.

4.1 The School District will name additional data practices designees and post those names annually.

4.2 The responsible authority will establish procedures to ensure that the district responds promptly to requests for government data.

## **5.0 DATA PRIVACY COMPLIANCE TRAINING**

5.1 The School District shall review annually and revise, as necessary, its policies, practices, procedures and notices with respect to the privacy and protection of educational and personnel records as well as public access procedures. Copies of these policies, procedures and notices shall be distributed to all School District employees on an annual basis or by giving notice to employees and making this information available on the web page.

5.2 The School District shall determine annually the need to provide training to School District personnel who respond to requests for data and/or are provided with access to public, private and/or confidential personnel and/or educational data. Such training shall be provided to those individuals determined to have a need for such training.

## **6.0 RECORDS MANAGEMENT**

6.1 The School District shall review annually the administration of data practices and develop an annual plan to assure compliance with law and policy and improve procedures as necessary.

6.2 The School District shall dispose of and transfer records in accordance with statutory procedures.

6.3 The School District shall modify data collection and maintenance procedures to eliminate unnecessary data.

## **7.0 COMPLIANCE**

7.1 The School District shall require private sector contractors to comply with Minnesota Government Data Practices Act as if it were a government entity when such contractors perform functions that involve collecting, creating, receiving, maintaining or disseminating data.

7.2 The School District shall not share non-public data with another entity unless required or permitted by state statute or federal law.

### **Legal References:**

- *20 U.S.C. Sec. 1232g et. Seq. (Family Educational Rights and Privacy Act)*
- *Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)*
- *Minn. Rules Pts. 1205.0100-1205.2000*

Date Adopted: 10/14/2021  
Date Revised: 10/14/2021  
Last Date Reviewed: 10/14/2021

## **Data Practices Policy and Procedures**

The Data Practices Act (Minnesota Statutes, Chapter 13) presumes that all government data are public unless a state or federal law says the data are not public. Government data is a term that means all recorded information a government entity has, including paper, email, CD-ROMs, photographs, etc..

The Data Practices Act also provided that Discovery Public School of Faribault must keep all government data in a way that makes it easy for you, as a member of the public, to access public data. You have the right to look at (inspect), free of charge, all public data that we keep. You also have the right to get copies of public data. The Data Practices Act allows us to charge for copies. You have the right to look at data, free of charge, before deciding to request copies.

### **How to Make a Data Request**

To look at data or request copies of data that Discovery Public School of Faribault keeps, make a written request to: Dan Weisser, Discovery Public School of Faribault, 126-8<sup>th</sup> Street NW, Faribault, MN 55021 or emailing [dweisser@isd4081.org](mailto:dweisser@isd4081.org), or faxing to 507-331-2618.

Your request should include:

- That you, as a member of the public, are making a request for data under the Data Practices Act, Minnesota Statutes, Chapter 13;
- Whether you would like to look at the data, get copies of the data, or both; and
- A clear description of the data you would like to inspect or have copied.

Discovery Public School of Faribault cannot require you, as a member of the public, to identify yourself or explain the reason for your data request. However, depending on how you want us to process your request (if, for example, you want us to mail you copies of data), we may need some information about you. If you choose not to give us any identifying information, we will provide you with the contact information so you may check on the status of your request. In addition, please keep in mind that if we do not understand your request and have no way to contact you, we will not be able to begin processing your request.

### **How We Respond to a Data Request**

Upon receiving your written request, we will work to process it.

- If we do not have the data, we will notify you in writing as soon as reasonably possible.
- If we have the data, but the data are not public, we will notify you in writing as soon as reasonably possible and state which specific law says the data are non public.
- If we have the data, and the data are public, we will respond to your request appropriately and promptly, within a reasonable amount of time by doing one of the following:
  1. Arrange a date, time and place to inspect data, for free, if your request is to look at the data, or
  2. Provide you with copies of the data as soon as reasonably possible. You may choose to pick up your copies, or we will mail or fax them to you. If you want us to send you the copies, you will need to provide us with an address or fax number. We will provide electronic copies (such as email) upon request if we keep the data in electronic format.

Information about copy charges is listed below.

If you do not understand some of the data (technical terminology, abbreviations, or acronyms), please let us know. We will give you an explanation if you ask.

The Data Practices Act does not require us to create or collect new data in response to a data request if we do not already have the data, or to provide data in a specific form or arrangement if we do not keep the data in that form or arrangement. (For Example, if the data you request are on paper only, we are not required to create electronic documents to respond to your request.) If we agree to create data in response to your request, we will work with you on the details of your request, including cost and response time.

In addition, the Data Practices Act does not require us to answer questions that are not requests for data.

### **Requests for Summary Data**

Summary data are statistical records or reports that are prepared by removing all identifiers from private or confidential data on individuals. The preparation of summary data is to a means to gain access to private or confidential data. Discovery Public School will prepare summary data if you make your request in writing and pre-pay for the cost of creating the data. Upon receiving your written request we will response within ten business days with the data or detail of when the data will be ready and how much we will charge.

### **Copy Costs**

Discovery Public School charges members of the public for copies of government data. These charges are authorized under Minnesota Statutes, section 13.03, subdivision 3©.

- You must pay for the copies before we will give them to you.
- We do not charge for copies if the cost is less than \$5.00

### **For 100 or Fewer Paper Copies – 25 Cents Per Page**

100 or fewer pages of black and white, letter size paper copies cost is \$0.25 for one-sided copy, or \$0.50 for two-sided copy.

### **Most Other Types of Copies – Actual Cost**

The charge for most other types of copies, when a charge is not set by status or rule, is the actual cost of searching for a retrieving g the data, and making the copies of electronically transmitting the data (e.g. sending the data by email).

In determining the actual cost of making copies, we factor in employee time, the cost of materials onto which we are copying the data (paper, CD, DVD, ect.), and mailing costs (if any).

If your request if for copies of data that we cannot reproduce ourselves, such as photographs, we will charge you the actual cost we must pay an outside vendor for the copies.

The cost of the employee time to search for data, retrieve data, and make copies is \$15.00 per hour. If, because of the subject matter of your request, we find it necessary for a higher –paid employee to search for and retrieve the data, we will calculate the search and retrieval portion of the copy charge at the higher salary/wage.

LAST REVIEWED:	10/14/2021
LAST REVISED:	12/19/2019
SCHOOL BOARD APPROVED:	10/14/2021



# DISCOVERY PUBLIC SCHOOL

## 2022 - 2023 SCHOOL CALENDAR

DRAFT v2: 09/15/22

### KEY



First/Last Day of School



No School



Last Day of Quarter



Teacher Workshop Day



Parent Conferences



Open House



NWEA Testing



Graduation



Picture Day & Retake Day



Summer School  
First/Last Days 9:00am  
12:00pm Available to  
Eligible 9th-12th  
Graders



Staff Development Day

### August 2022

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21					26	27
28	29		31			

### September 2022

S	M	T	W	T	F	S
				1	2	3
4		6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

### October 2022

S	M	T	W	T	F	S
						1
2	3		5	6	7	8
9	10	11	12	13	14	15
16	17					22
23	24	25	26	27	28	29
30	31					

### November 2022

S	M	T	W	T	F	S
		1	2			5
6	7	8	9	10	11	12
13	14		16	17	18	19
20	21	22				26
27	28	29	30			

### December 2022

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21			24
25						31

### January 2023

S	M	T	W	T	F	S
1		3	4	5	6	7
8	9	10	11	12	13	14
15		17	18	19		21
22		24	25	26	27	28
29	30	31				

### February 2023

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15			18
19		21	22	23	24	25
26	27	28				

### March 2023

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23		25
26						

### April 2023

S	M	T	W	T	F	S
						1
2	3	4	5	6		8
9	10	11	12	13	14	15
16	17	18	19	20		22
23	24	25	26	27	28	29
30						

### May 2023

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28		30	31			

### June 2023

S	M	T	W	T	F	S
					2	3
4		6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22		24
25	26	27	28	29	30	

### July 2023

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9		11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27		29
30	31					



2022  
2023

DRAFT v2: 9/15/2022

DATE	DAY	DESCRIPTION
AUG 25	THURSDAY	OPEN HOUSE - ALL GRADES - 12 PM TO 5 PM
AUG 22-25	M,T,W,TH	Teacher Workshop Days
AUG 30	TUESDAY	First Day of School for Students/First Day of Qtr 1
SEPT 5	MONDAY	No School - Labor Day
SEPT 30	FRIDAY	No School - Staff Development Day
OCT 4	TUESDAY	SCHOOL PICTURES-LIFETIME PHOTOGRAPHY
OCT 18	TUESDAY	Parent/Teacher Conferences (3:00-6:00 PM)
OCT 19-21	W,TH,F	No School - MEA Break
NOV 3	THURSDAY	Last Day of Quarter One (43 Days)
NOV 4	FRIDAY	No School - Staff Development Day
NOV 7	MONDAY	First Day of Quarter 2
NOV 15	TUESDAY	Picture Retake Day
NOV 23-25	W,TH,F	Thanksgiving Break
DEC 22 - JAN 2	THURS-MON	No school - Winter Break
JAN 16	MONDAY	No School - MLK Day
JAN 20	FRIDAY	Last Day of Quarter Two (43 Days)
JAN 23	MONDAY	No School - Staff Development Day
JAN 24	TUESDAY	First Day of Quarter 3
FEB 16	THURSDAY	Parent/Teacher Conferences (3:00-6:00 PM)
FEB 17	FRIDAY	No School
FEB 20	MONDAY	No School - Staff Development Day
MAR 24	FRIDAY	Last Day of Quarter Three (42 Days)
MAR 27-31	MON-FRI	No School - Spring Break
APR 3	MONDAY	First Day of Quarter 4
APR 7	FRIDAY	No School
APR 21	FRIDAY	No School
MAY 29	MONDAY	No School - Memorial Day
JUN 1	THURSDAY	Last Day of Quarter Four (41 Days)
JUN 1	THURSDAY	GRADUATION CEREMONY 5:00 PM
JUN 2	FRIDAY	End of Year Staff Meeting - 9:00 AM
JUN 5-23	M,T,W,TH,F	1st Summer School Session
JULY 10-28	M,T,W,TH,F	2nd Summer School Session

QTR 1	08/30/22 - 11/03/22 = 43 Days	Total Instructional Days - 169 Days
QTR 2	11/07/22 - 01/20/23 = 43 Days	Total Staff Workshop Days - 4 Days
QTR 3	01/24/23 - 03/24/23 = 42 Days	Total Staff Development Days - 4 Days
QTR 4	04/03/23 - 06/01/22 = 41 Days	Total School Days - 177 Days
		Total Instructional Hours - 1,064.7

# DISCOVERY PUBLIC SCHOOL

## 2022 - 2023 SCHOOL CALENDAR

SB Approved: draft

### KEY



First/Last Day of School



No School



MCA-Minnesota Comprehensive Assessments- Reading, Math & Science (State Required)



ACT PLUS WRITING Test- College Entrance Exam (Local Testing Option)



NWEA Testing

### August 2022

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29		31			

### September 2022

S	M	T	W	T	F	S
				1	2	3
4	X	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	X	24
25	26	27	28	29	30	

### October 2022

S	M	T	W	T	F	S
						1
2	3	4				8
9					14	15
16	17	18	X	X	X	22
23	24	25	26	27	28	29
30	31					

### November 2022

S	M	T	W	T	F	S
		1	2	3	X	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	X	X	X	26
27	28	29	30			

### December 2022

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	X	X	24
25	X	X	X	X	X	31

### January 2023

S	M	T	W	T	F	S
1	X	3	4	5	6	7
8	9	10	11	12	13	14
15	X	17	18	19	20	21
22	X	24	25	26	27	28
29	30	31				

### February 2023

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	X	18
19	X	21	22	23	24	25
26	27	28				

### March 2023

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	X	X	X	X	X	

### April 2023

S	M	T	W	T	F	S
						1
2	3		5	6	X	8
9	10				14	15
16					X	22
23	24	25	26	27	28	29
30						

### May 2023

S	M	T	W	T	F	S
	1					6
7					12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	X	30	31			

### June 2023

S	M	T	W	T	F	S
					2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

### July 2023

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					