

Discovery Public School
126 - 8th Street N.W.
Faribault, MN 55021
Regular Meeting
June 15, 2023 @ 4:30pm

The mission of Discovery Public School of Faribault is to meet the current and future needs of middle and high school students by providing a stable and consistent environment in which each student builds necessary social, academic, personal, and career skills for a satisfying and productive life.

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), Dan Weisser (Ex-Officio), Cody Hanson, Sharon Hansen and S. Sam Macklay (Secretary) were present.*
2. **Approval of the Agenda:** *Russ K. asked for a motion to approve the agenda. Sam M. made a motion to approve the agenda. The motion was seconded by Jim S. The motion carried (5-0).*
3. **Approval of the May 18, 2023 Minutes:** *Sharon H. made a motion to approve the May 18, 2023 Regular Meeting minutes. The motion was seconded by Sam M. The motion carried (5-0).*
4. **Monthly Financial Statements:** *The Board reviewed and discussed the financial statement. Sam shared communications he had with Travis Berends concerning the cost of the financial management software, lease payments, and the inclusion of staff pay raises in the FY24 revised budget. Sam M. made a motion to accept the [As of] May 31, 2023 Financial Statements, as printed in the meeting packet. The motion was seconded by Sharon H. The motion carried (5-0).*
5. **Citizen Participation:** None.
6. **Reports:**
 - 6.1 **Director's Report:** Cash on Hand: \$70,386 Enrollment: 47
 - Graduation on TH 6/1 at the Paradise Center for the Arts was a success, 3 students graduated.
 - Session 1 of Summer School is underway. Five students are enrolled and most are making good progress.
 - Planning to put out DPS flyers at Fareway Foods to advertise and hopefully boost enrollment some.
 - 6.2 **Community:** Heritage Days are happening. Dan expects to get a few curtesy calls from the police department, involving student behavior.
 - 6.3 **Finance:** (Russ K., Jim S., Dan W.) The transition to a new bank is proceeding smoothly. New credit cards for Dan and Karen have been issued. Dan contacted Strauss CPAs and they have agreed to perform our yearly audit, this year, for the last time.
 - 6.4 **Academic Committee:** (Dan W., Jim S., Sharon H.)

Results for key areas of our contractual goals with Osprey Wilds are included in the strategic planning for the Annual Meeting to follow.

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

Results for our ELP are complete. Indicators 1, 3, and 5 were addressed at our last meeting. Our ELP Summary is due to Osprey Wilds by June 30th.

For Indicator 2: Knowledge

Evaluation Method 2.1: 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.

- All of our middle school students (100%) participated in the composting project. Students learned about vermicomposting as well, and enjoyed watching the worms multiply. They frequently asked to turn the compost so they could see the worms.

Evaluation Method 2.2: 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%.

- Unfortunately students did not complete the composting pretest, and we did not realize it until we were looking for the results after the posttest was given. On the posttest, students earned an average score of 6.22 out of 15 points.

For **Indicator 4: Skills**, we had two evaluation strategies. For the first strategy we are still compiling the data.

Evaluation Method 4.2: 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.

- Students completed a survey in the fall and again in the spring. The average score went from 4.43 to 4.47 out of 10 points. The percent increase from fall to spring was 0.9%.

7. Discussion Items:

7.1 School Board Training: None.

7.2 DPS/Osprey Wilds Renewal: Dan and Sharon have reviewed the Renewal Application Guide and are “on top of” the requirements. They expect to present a rough draft of the Renewal Application to the Board in July.

7.3 MSHSL (DPS-BA co-op): Our Minnesota State High School League renewal is in place. Dan talked with Ed Friesen (Bethlehem Academy Athletic Director). Ed said our co-op has been very successful and wants it to continue. He said that no new agreement is necessary. Dan would like to amend the agreement to establish some minimum academic requirements for our student athletes.

8. Action Items:

8.1 BerganKDV 3-year Contract: The Board reviewed the contract (included in the meeting packet). We discussed the company performance, the price increase and the (additional) cost of the software vendors. Dan agreed to do some comparative shopping for accounting and financial advising services, well in advance of the end of the new contract. *Jim S. made a motion to sign the professional services agreements and preparation of financial statements engagement letter for renewal of accounting and financial advisory services provided by BerganKDV, for the periods ending June 30, 2024, June 30, 2025, June 30, 2026. The motion was seconded by Cody H. The motion carried (5-0).*

8.2 FY 2023-24 Food Service Contract: The Board reviewed the Agreement (printed in the meeting packet). There is an 8.5% increase in the cost since last year. The staff members involved with the food service are very pleased with quality and price of meals and snacks provided by this vendor. *Cody H. made a motion that we sign the School Nutrition Programs Agreement for Vended Meals Provided by a School*

Food Authority. The School Food Authority is Discovery Public School of Faribault and the Vendor is Faribault Public Schools, ISD 656. The motion was seconded by Sharon H. The motion carried (5-0).

8.3 Chance to Grow Contract 2023-24 SY (3rd Party Billing): IEP 3rd party billing is required by Special Education rules. The board reviewed the contract (printed in the meeting packet). *Sam M. made a motion that Discovery Public School of Faribault enter into agreement with A Chance To Grow, Inc., to provide third party reimbursement services to eligible students, from July 1, 2023 to June 30, 2024. The motion was seconded by Sharon H. The motion carried (5-0).*

8.4 Tele Teachers Contract (Spec. Ed., Christy Rappoport): Dan reported that there have been no suitable applicants for our open Special Education Teacher position. For most of this year Christy Rappoport has provided Special Education Services via Tele Teachers' "cloud-based platform" (remotely by computer). Dan says that she is a wonderful teacher and has been assured that she will continue working for us. He will also establish a dedicated space, with few distractions, for Christy to meet with our students and an attendant paraprofessional. The board reviewed the statement of work and the Master Services Agreement (printed in the meeting packet). *Jim S. made a motion that Discovery Public School of Faribault enter into agreement with Tele Teachers, Inc., to provide Special Education Services/ .75 FTE and/or approximately 10 Students, from August 1, 2023 to June 5, 2024. The motion was seconded by Cody H. The motion carried (5-0).*

8.5 Ally Luthe SY23-24 Agreement (Social Studies Teacher): The Board reviewed the agreement (printed in the meeting packet), including a \$1000 stipend for Staff Retention and a \$2000 stipend for Student Support to Mitigate Learning Loss. *Jim S. made a motion that Discovery Public School of Faribault enter into agreement with Alexandra Luthe to perform the services of Social Studies Teacher and Graduation Co-Coordinator, for the school year 2023 to 2024. The motion was seconded by Cody H. The motion carried (5-0).*

8.6 Cody Hanson SY23-24 Agreement (Health/ PE/ Art Teacher): The Board reviewed the agreement (printed in the meeting packet), including a \$1000 stipend for Staff Retention. *Sharon H. made a motion that Discovery Public School of Faribault enter into agreement with Cody Hanson to perform the services of Physical Education Teacher, Health Teacher, Art Teacher, Sports Club Coordinator, and Lunch Server for the school year 2023 to 2024. The motion was seconded by Sam M. The motion carried (4-0). Cody H. abstained.*

8.7 Sharon Hansen SY23-24 Agreement (Math Teacher): The Board reviewed the agreement (printed in the meeting packet), including a \$1000 stipend for Staff Retention and a \$2000 stipend for Student Support to Mitigate Learning Loss. *Jim S. made a motion that Discovery Public School of Faribault enter into agreement with Sharon Hansen to perform the services of Math Teacher, Graduation Co-Coordinator, Instructional Leader, Title I Coordinator, Testing Coordinator, 504 Coordinator, Environmental Education Coordinator, and IT Coordinator for the school year 2023 to 2024. The motion was seconded by Cody H. The motion carried (4-0). Sharon H. abstained.*

8.8 Pamela Hanson SY23-24 Agreement (English Teacher): The Board reviewed the agreement (printed in the meeting packet), including a \$1000 stipend for Staff Retention. *Sam M. made a motion that Discovery Public School of Faribault enter into agreement with Pamela Hanson to perform the service of English Teacher for the school year 2023 to 2024. The motion was seconded by Cody H. The motion carried (5-0).*

8.9 Maria Palmer SY23-24 Agreement (Special Education Teacher): The Board reviewed the agreement (printed in the meeting packet), including a \$1000 stipend for Staff Retention and a \$3000 stipend for Remote Teacher Assistance. *Jim S. made a motion that Discovery Public School of Faribault*

enter into agreement with Maria Palmer to perform the service of Special Education Teacher for the school year 2023 to 2024. The motion was seconded by Sharon H. The motion carried (5-0).

8.10 Garret Bitker SY23-24 Agreement (Science Teacher): The Board reviewed the agreement (printed in the meeting packet), including a \$1000 stipend for Staff Retention. *Sharon H. made a motion that Discovery Public School of Faribault enter into agreement with Garret Bitker to perform the service of Science Teacher for the school year 2023 to 2024. The motion was seconded by Cody H. The motion carried (5-0).*

8.11 Office Manager's Hourly Wage: The Board and the Finance Committee previously discussed and agreed upon a rate increase (\$1.00/hour) for our office manager, including a \$1000 stipend for Staff Retention and a \$3000 stipend for Additional Duties/Risks due to COVID Mitigation. *Jim S. made a motion that the hourly wage of the Office Manager, Karen Natole, be increased to \$26.50/hour for the 2023 to 2024 school year. The motion was seconded by Cody H. The motion carried (5-0).*

8.12 Paraprofessionals' Hourly Wages: The Board agreed upon a (\$0.75/hour) rate increase for our paraprofessionals, including a \$1000 stipend for Staff Retention for each returning employee. *Jim S. made a motion that we pay Yvonne Ackmann \$19.50/hour, Sonia Flores \$21.50/hour, and Madison VanErp \$18.25/hour, for the 2023 to 2024 school year. The motion was seconded by Cody H. The motion carried (5-0).*

8.13 DPS Director Evaluation: Dan left the room and the Board completed the annual Executive Director Evaluation for the 2022- 2023 school year. The Board agreed that Dan "meets expectations" in all areas of the evaluation. We also feel Dan is an excellent leader for our school and has strong ties to the community. *Sharon H. made a motion that we submit the just-completed evaluation to our authorizer. The motion was seconded by Cody H. The motion carried (5-0).*

8.14 Dan Weisser SY23-24 Agreement (Executive Director): The Board reviewed the agreement (printed in the meeting packet), including a \$1000 stipend for Staff Retention. *Sam M. made a motion that Discovery Public School of Faribault enter into agreement with Dan Weisser to perform the services of Executive Director, EEL Coordinator, and Title One Director for the school year 2023 to 2024. The motion was seconded by Sharon H. The motion carried (5-0).*

8.15 School Board Meeting Dates SY 2023-2024: The Board discussed changing the July meeting date and adding the Annual Meeting to the published calendar. *Sam M. made a motion that we adopt the School Board Meeting Dates for the 2022-2023 School Year, as printed in the meeting packet, but with the July meeting changed to July 13, 2023 and The Annual Meeting added to the June 20, 2024 date, at 6:00pm. The motion was seconded by Jim M. The motion carried (5-0).*

9. Adjournment: The next Regular Board Meeting is scheduled for Thursday, July 13th, 2023 at 4:30pm. *Jim S. made a motion to adjourn the meeting. The motion was seconded by Sam M. The motion carried (5-0).*

Respectfully submitted: Sam Macklay, Secretary