

Discovery Public School
126 - 8th Street N.W.
Faribault, MN 55021
Regular Meeting
December 14, 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), S. Sam Macklay (Secretary), Cody Hanson and Sharon Hansen were present. Sarah Hammer arrived at 4:35 p.m.*
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 Cody H. The motion carried (5-0).*
3. **Approval of the November 16, 2023 Minutes:** *Sharon H. made a motion to approve the November 16, 2023 Regular Meeting minutes. The motion was seconded by Cody H. The motion carried (4-0). Jim S. abstained.*
4. **Monthly Financial Statements:** *The Board reviewed and discussed the financial statement. There was a line item error on p.6 (Property and Liability Insurance) that will be corrected in the report next month. Travis also emailed an updated Cash Flow Projection Summary to correct the one that was printed (p.8) in the packet. Sam M. made a motion to accept the [As of] November 30, 2023 Financial Statements, (with the updated Cash Flow Projection Summary). The motion was seconded by Sharon H. The motion carried (6-0).*
5. **Citizen Participation:** None.
6. **Reports:**
 - 6.1 **Director's Report:** Previous Month Cash Balance: \$225,075 Enrollment: 53
 - Cash on Hand?: Travis is asking that we use the month ending cash balance in place of COH, in the director's report. Is the Board Ok with this? They don't run the COH report for other schools.
 - School is doing a Food Drive in the month of December, food will be donated to St. Vincent's.
 - School plans to have a Holiday Party on 12-21. What happens at the party will depend on how much food students donate.
 - 6.2 **Community:** No report.
 - 6.3 **Finance:** (Russ K., Jim S., Dan W.) Dan met with Travis. He reported that our finances look solid, enrollment is steady, grant money is being utilized, and the audit is on track.
 - 6.4 **Academic Committee:** (Dan W., Jim S., Sharon H.)
 - We will be meeting with all students again near the end of the quarter to discuss credits.
 - Five students are currently on track to graduate.
 - We are working on an updated schedule for the second half of the year.
 - We will be putting together a list of students who are interested in taking the ACT in the next month.

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

- Our trout eggs for Trout in the Schools have arrived and are in the tank starting to hatch.
- Middle school students are studying environmental issues in life science.
- Students in social studies classes read articles dealing with environmental issues.

7. Discussion Items:

7.1 School Board Training: Financial Oversight: Five Key Questions for Minnesota Charter School Boards to Answer at Every Meeting. The Board members read and discussed the informative article printed in the November 2023 edition the *Sounding Board*.

7.2 DPS/Bethlehem Academy Boys' Basketball CO-OP: Dan and Russ reported that 3 DPS students are playing basketball this season. The team goals are "...to have fun and win at least 50% of their games". We also discussed opportunities for weight training for athletes, preparation for the football season, and possibly including girls' volleyball and basketball in the CO-OP agreement.

7.3 DPS Financial Audit: The current auditor has informed us that their firm will no longer be doing school audits. Travis reports: "I have plans for this! I have DPS on the list for my recommended auditor, Abdo. I will be going out for DPS and two other districts, the first week of January to get a head start on the competition."

7.4 OW Renewal Process: The Board reviewed and discussed the timeline, printed in the meeting packet. The process is on track and indications are good for a (at least) three year renewal.

8. Action Items: No action items this month.

9. Adjournment: The next Regular Board Meeting is scheduled for Thursday, January 18th, 2024 at 4:30pm. *Russ K. made a motion to adjourn the meeting. The motion was seconded by Jim S. The motion carried (6-0).*

Respectfully submitted: Sam Macklay, Secretary