

Discovery Public School
126 - 8th Street N.W.
Faribault, MN 55021
Regular Meeting
April 18, 2024 @ 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 Ally Luthe were present.*
2. **Approval of the Agenda:** *Russ K. asked for a motion to approve the agenda. Jim S. made a motion to approve the agenda. The motion was seconded by Cody H. The motion carried (5-0).*
3. **Approval of the March 21, 2024 Minutes:** *Cody H. made a motion to approve the March 21, 2024 Regular Meeting minutes. The motion was seconded by Sharon H. The motion carried (4-0). Jim S. abstained.*
4. **Monthly Financial Statements:** *The Board reviewed and discussed the financial report. Cody H. made a motion to accept the [As of] March 31, 2024 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 Balance: \$204,147 Enrollment: 52
 - DPS will be taking a Field Trip to Whitewater State Park to release the Trout we have raised. This is scheduled to take place on Friday 4/26.
 - MCA Testing has been almost completed (Sharon will give a brief breakdown)
 - Graduation will take place at the Paradise Theater on TH May 30th at 5 PM (6 possible, 5 likely with Summer School for a few)
 - 6.2 **Community:** Nothing to report in the community.
 - 6.3 **Finance:** (Russ K., Jim S., Dan W.)
 - Dan and Travis met 4/11/24
 - approve FY 23-24 Budget (Travis will attend)
 - approve FY 24-25 Budget (Travis will attend)
 - Currently 50 adm - Surplus at end of year
 - No more Covid Grant money
 - Discussed Staff raises - Should be enough for all employees to receive roughly a \$1,500 raise, hourly \$0.75, Travis revised budget to raise this from \$1,000/\$0.50
 - Lease Aid coming up (Board Members should expect an email from Travis to sign electronically - Adobe Sign)

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

Our mission related goal with Osprey Wilds is: Measure 1.1 [CCR]: From FY19 to FY23, the aggregate percentage of students in grades 9-12 who will be on-track to graduate will be equal to or greater than 70%. As of Quarter 3, we have 71.1% (27/38) of students on track to graduate. We expect this goal to remain the same in our new contract.

We have almost completed MCA testing. Results are only preliminary, but in Mathematics, roughly 1/5 of students partially met the standards. In Reading roughly half of our students met or partially met the standards. In Science about one-third met or partially met the standards.

We will be administering the ACT test next Tuesday. We have nine students planning to take the test!

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

Environmental Essays for our Environmental Literacy Plan (ELP) have been completed.

One of our strategies for Indicator 4: Skills, as written in our ELP, is: Students in English (11th-12th grade) will write an essay on Environmental Pollution topics in which they will choose a stance and present a course of action to solve an environmental problem.

Our goal is: Seventy five percent of students in English (11th-12th grade) will complete an 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.

Results: Of the students who enrolled in the 11th-12th grade English class during the quarter when this project was completed, 100% (15/15) completed the essay. Of those students 86.7% (13/15) earned a score of at least 70%.

Most students have also completed the survey for Indicator 3: Attitudes. We will report on the remaining goals in the coming months as we tally results.

7. Discussion Items:

7.1 School Board Training: Finance Training (Travis Berends – Creative Planning)

Travis walked the board through our revised 2023-24 budget and answered any questions we had. He also reviewed our budget FY25.

7.2 DPS/Osprey Wilds Renewal: Dan and Sharon are working to get all of the required documentation to Osprey Wilds before the May 15, 2024 deadline. We expect to have our new contract by the June meeting for approval.

7.3 Staff Salaries:

Dan presented the suggested staff salary table. Next year's salaries include a \$1500/year raise for salaried staff and \$0.75/hour for hourly employees. The salary schedule was approved by Travis.

7.4 School Board Elections:

Three school board members are up for re-election this year: Sam Macklay, Sharon Hansen, and Jim Severson. Sharon and Jim both agreed to run for another term. Sam spoke to Dan prior to the meeting and also agreed to run for another term. Elections will be held at our May meeting.

8. Action Items:

8.1 Revised 23-24 Budget: The board reviewed the revised 23-24 budget with Travis. *Jim S. made a motion that we adopt the 2023-24 revised budget as presented. The motion was seconded by Cody H. The motion carried (5-0).*

8.2 DPS 24-25 Original Budget: Travis Berends went over a proposed 24-25 budget with the board. *Cody H. made a motion that we adopt the 2024-25 original budget as presented. The motion was seconded by Sharon H. The motion carried (5-0).*

8.3 Exhibit D (Description of Educational Program): Exhibit D: Description of Education Program: In-School Time was updated to more accurately reflect the academic program at DPS. The copy printed in the packet was the original version. The revised version was provided at the meeting and emailed to all board members and OW before the meeting. *Cody H. made a motion that we accept the revised Exhibit D as provided at the meeting. The motion was seconded by Sharon H. The motion carried (5-0).*

8.4 Exhibit F (Statutory Purposes): Exhibit F was revised to reflect changes made to Exhibit D and more accurately reflect our statutory purposes at DPS. The copy printed in the packet was the original version. The revised version was provided at the meeting and emailed to all board members and OW before the meeting. *Jim S. made a motion to accept the revised Exhibit F as provided at the meeting. The motion was seconded by Cody H. The motion carried (5-0).*

8.5 Revised Student Admissions and Lottery Policy: The Student Admissions and Lottery Policy was revised to meet statutory requirements according to suggestions made by Osprey Wilds. *Sharon H. made a motion to accept the revised Student Admissions and Lottery Policy. The motion was seconded by Cody H. The motion carried (5-0).*

8.6 Director Job Description: The DPS Director Job Description was revised to meet statutory requirements. The additions and changes were highlighted in the board packet. *Jim S. made a motion that we accept revised Director Job Description as printed in the board packet. The motion was seconded by Ally L. The motion carried (5-0).*

8.7 Director Evaluation Process: The Board reviewed the revised Director Evaluation Process. While doing the revisions, Dan and Sharon were concerned about the reliability of a survey given to such a small group of staff, but wanted the board to decide on how to elicit feedback from staff. The board decided that they would like the Instructional Leader to solicit feedback from staff in-person and summarize it for the board. *Sharon H. made a motion that we accept the revised Director Evaluation Process with the change to the Staff 360 Plan section that the Instructional Leader will solicit feedback from staff in-person and summarize it for the board when they perform the Director Evaluation. The motion was seconded by Cody H. The motion carried (5-0).*

8.8 Employee Handbook: The Employee Handbook was revised to clarify the staff evaluation process as recommended by Osprey Wilds. The revised section(s) were highlighted in the board packet. *Cody H. made a motion to accept the revised Employee Handbook as printed in the board packet. The motion was seconded by Sharon H. The motion carried (5-0).*

8.9 School Psychologist Contract: *Ally L. made a motion to accept the School Psychologist Contract with Gayle L Reuvers, NCSP. The motion was seconded by Sharon H. The motion carried (5-0).*

9. Adjournment: The next Regular Board Meeting is scheduled for Thursday, May 16, 2024 at 4:30 pm. The Annual Meeting will be on the same date at 6:00 pm. *Russ K. made a motion to adjourn the meeting and to*

include the reminder of the Annual Meeting on May 16, 2024 at 6:00pm. The motion was seconded by Jim S. The motion carried (5-0).

Respectfully submitted: Sharon Hansen