

**Discovery Public School**  
**126 - 8th Street N.W.**  
**Faribault, MN 55021**  
**Regular Meeting**  
**July 18, 2024 @ 4:30pm**

We believe all children can learn.

We believe a trusting, caring, and nurturing environment must pervade the entire school.

We believe in including as many children as possible in all of the learning opportunities.

We believe all of our actions should be consistent with our purpose and vision.

We believe students should be taught “how” to think, not “what” to think.

We believe the primary purpose of education is to teach children “how” to learn.

We believe children must take responsibility for and be actively involved in their learning.

1. **Call to Order and Roll Call:** *The meeting was called to order at 4:30 p.m. by Russ Kennedy. Russ Kennedy (Chair), Sharon Hansen, Cody Hanson, Sarah Hammer, and Dan Weisser (Ex-Officio) were present.*
2. **Approval of the Agenda:** *Sarah H. made a motion to approve the agenda. The motion was seconded by Cody H. The motion carried (4-0).*
3. **Approval of the June 20, 2024 Regular Meeting minutes:** *Sharon H. made a motion to approve the June 20, 2024 Regular Meeting minutes. The motion was seconded by Cody H. The motion carried (4-0).*
4. **Monthly Financial Statement:** *The supplemental packet was reviewed by the board. Dan noted, as per Travis, that there will be no financial summary for July due to the end of the fiscal year. Cody H made a motion to accept the [As of] June 30, 2024 Supplemental Finance Packet++, as submitted in the school board packet. The motion was seconded by Sarah H. The motion carried (4-0).*
5. **Citizen Participation:** None.
6. **Reports:**
  - 6.1 **Director’s Report:** \* Cash on Hand: (see note below) \*Enrollment: 50
    - Cash on Hand: It was determined that we would use the cash flow month ending cash balance in place of COH. That is what Creative Planning (formerly Bergan KDV) does for their other schools.
    - Enrollment: 50
    - OW - DPS Renewal Contract was officially approved
    - Session 2 of Summer School is currently taking place. 5 students are enrolled, all are currently expected to receive Credit.
    - We have had several new students enroll over the summer, and more tours will be taking place
  - 6.2 **Community:** Rice County fair happening this weekend. The Aquatic Center finally opened after repairing a leak. Football practice starts August 12, 2024. Students from DPS are likely to get playing time since the team is small this year.
  - 6.3 **Finance:** (Russ K., Jim S., Dan W.) \*Dan met with Travis Berends (Creative Planning) on TH 7/11
    - ADM was 50.5 for the 23-24 school year
    - Projected ADM for the upcoming school year is 51

- Audit will be done by ABDO next month (August), this is sooner than we are used to. It will most likely be presented at the October meeting. ABDO will present virtually, Travis will plan to attend virtually as well.
- Cash on Hand improved from last school year
- Holdback will be coming in next month

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

We have signed up to give the ACT with writing again next year on Tuesday, April 8, 2025.

MCA data cannot yet be shared publicly. Our progress on those goals will be reported when it is allowed.

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

We plan to work with Trout in the Classroom again next year. We were reimbursed \$400 for transportation to Whitewater State Park in May.

The school garden is growing well. There are lots of squash and cucumber blossoms, and we have some green tomatoes already. Stop out and see it or check out the pictures on Facebook.

### **7. Discussion Items:**

#### **7.1 School Board Training:** OW Sounding Board – “What the Board Needs to Know About Academics”

The board discussed the article included in the packet. This closely ties to our contractual goals regarding academics with Osprey Wilds.

#### **7.2 DPS – OW Contract Renewal Approved:**

We received confirmation from the State of MN and Osprey Wilds that our contract has been officially approved for a term of five years.

#### **7.3 New School Board Training Requirements:**

Dan shared an email he received from Osprey Wilds and MACS outlining the new school board training requirements for new members and existing board members.

#### **7.4 DPS Student-Parent Handbook 2024-25:**

The board reviewed the handbook to suggest areas that require updating/revising. The handbook will be an action item at the August board meeting with suggested revisions.

### **8. Action Items:**

**8.1 Designation of the Identified Official with Authority (IOWA) for SY24-25:** *Sharon H. made a motion to designate Dan Weisser as the Identified Official with Authority (IOWA) for the MDE External User Access Recertification System. The motion was seconded by Cody H. The motion carried (4-0).*

#### **8.2 Creative Planning Agreement:**

Creative Planning took over for Bergen KDV as our financial firm, and as a result our three-year agreement for financial services is no longer active. Creative Planning is repapering and has asked us to sign a new, ongoing agreement. Both parties will be required to give 90 days notice of any changes. There is a 5% increase in monthly fees with the new agreement. The board discussed the fact that we are going from a 3-year agreement to an “infinity agreement.” We decided to see how the school year goes with Creative Planning. If we are not happy with the services provided we will solicit bids from other companies.

*Sharon H. made a motion to approve the Creative Planning Agreement for financial services. The motion was seconded by Sarah H. The motion carried (4-0).*

### **8.3 Procurement Policy for State Funds:**

Osprey Wilds notified us that we are required to have a procurement policy for state funds in place by August 1, 2024. The purpose of this policy is to protect us from conflicts of interest when making large purchases with state funds. *Sarah H. made a motion to approve the DPS Policy for Procurement of State Funds. The motion was seconded by Cody H. The motion carried (4-0).*

9. **Adjournment:** Board members were reminded that our next Regular Board Meeting is scheduled for August 15, 2024 at 4:30pm. *Russ K. made a motion to adjourn the meeting. The motion was seconded by Cody H. The motion carried (4-0).*

***Respectfully submitted: Sharon Hansen***