

Discovery Public School
126 - 8th Street N.W.
Faribault, MN 55021
Regular Meeting
October 23, 2025 @ 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), Dan Weisser (Ex-Officio), Sharon Hansen (Vice-Chair), S. Sam Macklay (Secretary), Cody Hanson, Ally Luthe and Brooke Rindahl were present. Sarah Hammer arrived at 4:35. Guests: Alex Trippel (Abdo Solutions), Adam Hewitt and Travis Berends (Creative Planning) attended remotely.*
2. **Approval of the Agenda:** *Russ asked for a motion to approve the agenda. Brooke made a motion to approve the agenda. The motion was seconded by Cody. The motion carried (6-0).*
3. **Approval of the September 18, 2025 Minutes:** *Ally made a motion to approve the September 18, 2025 Regular Meeting minutes. The motion was seconded by Cody. The motion carried (6-0).*
4. **Monthly Financial Statement:** *The Board reviewed and discussed the financial report. Adam was asked why there were two payments made to Creative Planning in September? He reported that the payment made on 9/30 was for October. Sam made a motion to accept the [As of] September 30, 2025 Financial Reports, as printed in the meeting packet. The motion was seconded by Brooke. The motion carried (7-0).*
5. **Citizen Participation:** *None.*
6. **Reports:**

6.1 Director's Report: Cash Balance: \$159,190 Enrollment: 50

- We have had several new students start and are working to gain more as the year goes on.
- Adopt a Highway could not be completed due to construction. We will plan a Spring Clean-up. Dan did notify the Adopt a Highway program of not being able to complete the clean-up.
- Sara Mickelson Zeigler (COMPASS) came to DPS on our Professional Development Day (9/26/25). She presented a 2-hour session called "Establishing a Culture for Learning and Student Engagement".
- Dan attended the 2025 School Law Seminar put on by Ratwik, Roszak, and Maloney, P.A on 10/3/25. The seminar gave good information about school law issues that can come up, and important updates. The firm has been approved for 4.75 clock hours of continuing education from the Minnesota Board of School Administrators (BOSA), a certificate was emailed.
- Dan attended the OW Required Meeting on 10/9 (virtual). The topic was "Overview of Portfolio Performance and Feedback Survey Findings". An OW (required) meeting for Board Members/Board Chairs will take place on 12/11 (9:30-10:30).
- DPS students and staff plan to partner with Riverbend Nature Center again for a Haunted Trail event on Thursday October 30th 7 - 8:30 PM. 9th/12th grade students specifically will be involved with planning and setting up for the event. Clean up will take place the following day during Career Readiness Class 1st hour.

6.2 Community: “Our” 9-man football team (co-op with Bethlehem Academy) won their last game of the season!

6.3 Finance Committee: (Russ K., Dan W., Sam M., Adam Hewitt/Creative Planning) The committee met (Adam remotely) at Russ’ office on October 21st at 10:30am. Format changes we (and OW) requested should be shown in the November Financial report. We discussed “30-60 days cash-on-hand” (how calculated), “Working Budget” revisions (if necessary), Federal Grant paperwork (SAMS, G5 and Unique Account Identity), and Average Daily Membership Reports (how calculated). We will schedule our next meeting after we see the November Financial Report.

6.4 Academic Committee: (Dan W., Sharon H.) Science results have been released.

Measure 7.1 [CCR]: From FY24 to FY28, the school’s aggregate proficiency index score for students in grades 6-8 & HS will be greater than the aggregate average of alternative schools in Minnesota for the same grades.

Results: We had a proficiency index of 9.4 on the new Science MCA assessment. These results are lower than in past years, but as the test is new and based on the new science standards, these results should not be compared to previous years.

Measure 7.2 [CCR]: From FY24 to FY28, the school’s aggregate proficiency index score for students in the Free/Reduced Priced Lunch group will be greater than that of alternative schools in Minnesota for the same group and the same grades (6-8 & 11).

Results: Students eligible for free or reduced priced lunch had a proficiency index of 11.5, which is higher than the proficiency index for all students combined. This is a good indication that we are closing the achievement gap for students of low socioeconomic status.

NWEA Testing was completed last week. ALC results arrived today. Our results look better on all areas where we goals depended on comparison to the State ALC averages.

6.5 Environmental Education: (Sharon H., Garret Bitker) Students in biology class have been participating in bird walks this fall. Each Thursday they walk the same path and make note of the birds they observe. As the seasons change they should expect to see different species of birds.

We plan to participate in Trout in the Classroom again this year. This has been a very successful project for our school, with some of the best survival rates in the program. They will come in November to do a related activity, then the trout eggs arrive in January. The release will happen in April.

7. Discussion Items:

7.1 School Board Training: Finance – Audit Presentation. Alex presented the annual audit to the Board. He included helpful graphs that showed 5-year trends in revenue and spending, compared to state averages for other schools and charter schools. He fielded questions from Board members. Overall, the school had a favorable audit and there were no negative findings (p.73 of audit).

7.2 Director Evaluation: None

7.3 OW Budget Review Letter: The Board discussed progress towards complying with issues pointed out in the 9/17/25 letter from Jolene Palme (OW Finance & Compliance). Adam is working on formatting the Financial Reports in a manner that is consistent with Exhibit R of the charter contract.

7.4 Language Access Plan: (Must be in place this school year.) The implementation of the plan is ongoing. Dan requested this item to be on the agenda next month to keep it at the forefront.

7.5 Community Resources Bank Line of Credit: We have officially established a \$15,000 line of credit with the bank.

8. Action Items:

8.1 DPS Financial Audit: See Item 7.1 (above). *Sam made a motion to accept the 2025 final documents (Annual Audit) provided by Abdo, as printed in the meeting packet. The motion was seconded by Sarah. The motion carried (7-0).*

8.2 2024-2025 Annual Report: The Board reviewed the Annual Report (printed in the meeting packet). *Sharon made a motion to approve the 2024-2025 Annual Report, with the addition of the Board Evaluation, correction of some typos, and a correction of the initial Board Training Table. The motion was seconded by Cody. The motion carried (7-0).*

8.3 Whistleblower Policy: The Board reviewed the Whistleblower Policy (printed in the meeting packet). *Sam made a motion to approve the Whistleblower Policy, with the removal of the words "High School" (3rd sentence, 2nd paragraph). The motion was seconded by Ally. The motion carried (7-0).*

8.4 Dress Code Policy: The Board reviewed the Dress Code Policy (printed in the meeting packet). *Sarah made a motion to approve the Dress Code Policy. The motion was seconded by Cody. The motion carried (7-0).*

8.5 Religious Accommodations Policy: The Board reviewed the Religion [Policy] (printed in the meeting packet). *Sam made a motion to approve the Religion [Policy]. The motion was seconded by Brooke. The motion carried (7-0).*

8.6 Lottery and Admissions Policy: The Board reviewed the Student Admissions and Enrollment Policy (printed in the meeting packet). *Sharon made a motion to approve the Student Admissions and Enrollment Policy. The motion was seconded by Sarah. The motion carried (7-0).*

8.7 Data Practices Policies and Procedures: The Board reviewed the Policies and Procedures (printed in the meeting packet). *Ally made a motion to approve the Data Practices Policies and Procedures. The motion was seconded by Cody. The motion carried (7-0).*

8.8 2025-2026 Charter School Assurances: The Board reviewed the document (printed in the meeting packet). *Sam made a motion to submit the 2025-26 Annual Charter School Assurances to MDE. The motion was seconded by Sarah. The motion carried (7-0).*

8.9 Filan Snow Removal Service Contract: The Board reviewed the contract (printed in the meeting packet). The new contract has a moderate price increase of \$3/event. Dan reported that he likes working with this contractor. *Cody made a motion to enter into agreement with Filan Lawn Service & Snow Removal to plow the sidewalks and parking lots from November 1, 2025, until April 1, 2026. The motion was seconded by Sharon. The motion carried (7-0).*

8.10 Copier Machine Proposals (Metro Sales / Loffler): The Board reviewed and discussed both proposals (printed in the meeting packet). The school has used both companies in the past and has a good relationship with both. Although the actual printing costs are similar in both proposals, the Metro Sales maintenance costs are locked in for 5 years. *Cody made a motion to enter into agreement with Metro Sales Inc. for copier services, according to their proposal, billed quarterly. The motion was seconded by Brooke. The motion carried (7-0).*

9. Adjournment: The next Regular Board Meeting is scheduled for Thursday, November 20, 2025 at 4:30pm in the school cafeteria. *At 5:39pm, Russ made a motion to adjourn the meeting. The motion was seconded by Cody. The motion carried (7-0).*

Respectfully submitted: Sam Macklay, Secretary