

Discovery Public School
126 - 8th Street N.W.
Faribault, MN 55021
Regular Meeting
June 18, 2026 @ 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), Sam Macklay (Clerk/Treasurer), Cody Hanson and Chris Whitmire were present.*
2. **Approval of the Agenda:** *Russ asked for a motion to approve the agenda. Sam made a motion to approve the agenda. Cody seconded the motion. The motion carried (4-0).*
3. **Approval of the May 21, 2026 Minutes:** *Sam made a motion to approve the May 21, 2026 Regular Meeting minutes. Cody seconded the motion. The motion carried (4-0).*
4. **Approval of the May 21, 2026 Annual Meeting Minutes:** *Sam made a motion to approve the 2026 Annual Meeting minutes. Cody seconded the motion. The motion carried (4-0).*
5. **Monthly Financial Statement:** *The Board reviewed the financial report. Sam made a motion to accept the [As of] May 31, 2026 Financial Reports, as printed in the meeting packet. Cody seconded the motion. The motion carried (4-0).*
6. **Citizen Participation:** *None.*
7. **Reports:**

7.1 Director's Report: Cash Balance: \$75,242 Enrollment: 43

- Lost 5 students to graduation, family of 3 are moving, added 1 student so far. (Advertising?)
- DPS participated in the Heritage Days Parade. DPS featured their engineering club and drove their super mileage car in the parade. Some Staff and Engineering Club students walked and carried a DPS banner and handed out candy and fliers.
- Session 1 of Summer School is currently in session. Brandon Katzun Hokanson is teaching. We have 10 students attending, and all are on track to gain Credit at this time!
- DPS graduation took place at the Paradise Center for the Arts at 5 PM on June 4, 2026. 5 students graduated. Great turnout! Graduation went well, many staff and board members attended.

7.2 Community: Dan reported that summer athletic training is underway at Bethlehem Academy. 13-16 students are participating (and Dan).

7.3 Finance Committee: (Russ K., Dan W., Sam M., Adam Hewitt/Creative Planning) Dan reported that the paperwork for the Title I and CEIS grants has been submitted. The Coordinated Early Intervention Services grant money is used to pay the summer school teachers. Dan met (unofficially) with Adam on

6/16/26. Dan shared with Adam his End of Year Check-in with Osprey Wilds, and concerns regarding Fund Balance and Enrollment.

*Budget notes:

- with steady enrollment DPS should be fine moving forward (if 50 or above)
- recommended Fund Balance (20% - 25%) OW requirement
- Current Fund Balance with revised budget is 8.2% (still better than expected)
- Budget will continue to be revisited at Board and Finance Meetings
- DPS fundraiser money (\$1,837.25) will go towards Chromebooks for next school year. This money will be coded separately to reflect that this money was spent for that purpose.

7.4 Academic Committee: (Dan W., Sharon H.) No update this month.

7.5 Environmental Education: (Sharon H., Garret Bitker) Dan reported that the Environmental Education Survey was completed at the end of the year. This is one of the ELP goals.

8. Discussion Items:

8.1 School Board Training: Charter School Mergers: What Boards Need to Know. The “Sounding Board” article was included in the meeting packet. We discussed the fact that a lot of Minnesota charter schools have closed this year. Also, Brandon Katzung Hokanson completed the required Board Training in June by attending Virtual Training offered by Osprey Wilds.

8.2 Director Evaluation: The Board reviewed the “certificates of completion” that Dan presented to document his 25 (annually) required hours of professional development. The Board requested that copies be placed in his personnel file.

8.3 OW Check-in Enrollment/Finances: See Item 7.3. OW emphasized the importance of starting the next school year with an enrollment of 50.

8.4 Advertising (Digital Billboard): We are going to increase our exposure to the community by using digital displays inside popular local establishments. An overview was printed in the meeting packet. After discussing logistics, we advised Dan to purchase the \$999 option ASAP.

8.5 Cardiac Emergency Response Plan: State Law requires that we have a CERP in place at the beginning of the 2026-27 school year. We reviewed the Model Plan and Template provided by OW. We also discussed options for staff training and purchasing affordable equipment. The CERP will be an action item at the next meeting.

8.6 New SPED Director w/ Indigo Education: Our new director has not been named yet, but Kori Ryan met with Brooke and Dan to outline the plan for a smooth transition.

8.7 SPED Teachers SY26-27: Dan explained the plan for Madison VanErp to teach at DSP the second half of the school year (after successfully completing her licensure). Christy Rappaport will stay on part-time, the second half of the year to mentor Madison.

8.8 Staff Salaries 2026-2027: The Board reviewed the spreadsheet (printed in the meeting packet).

9. Action Items:

9.1 Employee Handbook Page 32: The current wording creates a situation where a staff member working only a few hours a week would receive a disproportionately large ESST payout at the end of the school year. *Sam made a motion that we replace the second sentence of the Part Time Staff section of page*

32 of the Employee Handbook, as follows: ~~Unused ESST will be paid out on June 30th, following the end of the current school year, at the employee's hourly rate.~~ Part-time staff who regularly work under 20 hours per week will earn 1 hour per 30 hours worked. Unused ESST will be paid out on June 30th following the end of the current school year at the employee's hourly rate. *Cody seconded the motion. The motion passed. (4-0)*

9.2 DPS Food Service Contract SY 26-27: The Board reviewed the Agreement (printed in the meeting packet). The prices are the same as last year. The staff members involved with the food service are satisfied with quality and price of meals and snacks provided by this vendor. Dan will obtain a Kitchen Manager License before the school year begins. *Sam 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. Cody seconded the motion. The motion carried (4-0).*

9.3 Rachael Ingalls Teacher Agreement: The Board reviewed the agreement (printed in the meeting packet). *Cody made a motion that Discovery Public School of Faribault enter into agreement with Rachael Ingalls to perform the service of Special Education Teacher and District Literacy Lead [\$2000 stipend] for the school year 2026 to 2027. Chris seconded the motion. The motion carried (4-0).*

9.4 Cody Hansen Teacher Agreement: The Board reviewed the agreement (printed in the meeting packet). *Sam made a motion that Discovery Public School of Faribault enter into agreement with Cody Hansen to perform the services of Physical Education Teacher, Health Teacher, Art Teacher, Sports Club Coordinator, and Lunch Server for the school year 2026 to 2027. Chris seconded the motion. The motion carried (3-0). Cody abstained.*

9.5 Sharon Hansen Teacher Agreement: The Board reviewed the agreement (printed in the meeting packet). *Cody made a motion that Discovery Public School of Faribault enter into agreement with Sharon Hansen to perform the services of Math Teacher, Instructional Leader, Title I Coordinator, Co-Senior Advisor, Testing Coordinator, Co-Environmental Education Coordinator, IT Coordinator and Co-Graduation Coordinator for the school year 2026 to 2027. Chris seconded the motion. The motion carried (4-0).*

9.6 Sara Caron Teaching Agreement: The Board reviewed the agreement (printed in the meeting packet). *Cody made a motion that Discovery Public School of Faribault enter into an agreement with Sara Caron to perform the service of English Teacher for the school year 2026 to 2027. Chris seconded the motion. The motion carried (4-0).*

9.7 Garret Bitker Teacher Agreement: The Board reviewed the agreement (printed in the meeting packet). *Sam made a motion that Discovery Public School of Faribault enter into agreement with Garret Bitker to perform the services of Science Teacher and Co-Environmental Education Coordinator for the school year 2026 to 2027. Chris seconded the motion. The motion carried (4-0).*

9.8 Brandon Katzung Hokanson Teacher Agreement: The Board reviewed the agreement (printed in the meeting packet). *Chris made a motion that Discovery Public School of Faribault enter into an agreement with Brandon Katzung Hokanson to perform the services of Social Studies Teacher, Co-Senior Advisor and Co-Graduation Coordinator for the school year 2026 to 2027. Chris seconded the motion. The motion carried (4-0).*

9.9 Office Manager's Hourly Wage: The Board and the Finance Committee previously discussed and agreed upon a rate increase (\$.50/hour) for our office manager. *Sam made a motion that the hourly wage of the Office Manager, Brooke Rindahl, be increased to \$22.50/hour, beginning July 1, for the 2026 to 2027 fiscal year. Cody seconded the motion. The motion carried (4-0).*

9.10 Paraprofessionals' Hourly Wages: The Board and the Finance Committee previously discussed and agreed upon a (\$0.50/hour) rate increase for our paraprofessionals. *Cody made a motion that we pay Yvonne Ackmann \$21.50/hour, Sonia Folres \$23.50/hour, Cierra Ingalls \$18.00/hour and Madison VanErp \$20.25/hour, beginning July 1, for the 2025 to 2026 fiscal year. Chris seconded the motion. The motion carried (4-0).*

9.11 School Board Self-Assessment: “Sounding Board” Model Board Performance Evaluation and Training Self-Assessment. Because three members of the Board were absent, it was decided that this should be done at the next meeting. Dan will email a reminder to the Board so they can come prepared with their “reflections”. *Sam made a motion to table this action item until the July meeting. Chris seconded the motion. The motion carried (4-0).*

9.12 Director's Evaluation: Dan left the room and the Board completed the annual Executive Director Evaluation for the 2025- 2026 school year. The Board agreed that Dan “meets expectations” in all areas of the evaluation. We also feel Dan has exceeded expectations in his caring attitude and communication with the students and parents. *Sam made a motion that we submit the just-completed evaluation to our authorizer. Cody seconded the motion. The motion carried (4-0).*

9.11 Dan Weisser Agreement (Executive Director): The Board reviewed the agreement (printed in the meeting packet). *Sam made a motion that Discovery Public School of Faribault enter into agreement with Dan Weisser to perform the services of Executive Director, ELL Coordinator, Title One Director and 504 Coordinator for the school year 2026 to 2027. Chris seconded the motion. The motion carried (4-0).*

9. Adjournment: The next Regular Board Meeting is scheduled for Thursday, July 16, 2026 at 4:30pm in the school cafeteria. *Russ made a motion to adjourn the meeting. The motion was seconded by Cody. The motion carried (4-0). Meeting adjourned at 5:33pm.*

Respectfully submitted: Sam Macklay, Clerk/Treasurer