



Discovery Woods - District # 4198
Board of Directors Board Meeting
5:30-7:00 p.m. at 604 N 7th Street, Brainerd, MN 56401
Date: October 19, 2020

Mission: To provide Brainerd Lakes Area families a choice for quality elementary education centered around the individual needs of the child with a focus on the environment.

Board of Directors' Purpose

To provide leadership, set policy, and develop accountability practices that will ensure high student achievement.

Call the meeting to order: 5:34

Present: Tom P., Kara D., Dawn V., Emma N. (remote), Amanda B.

Absent:

Ex-Officio: Kristi C.

Guests: Kelly Rimpala (via phone)

1. BOARD TRAINING - OW Sounds Board - Issue 17 - Board Member Roles and Responsibilities
2. COMMUNITY FORUM - (3 minutes)- No report
3. MINUTES :
 - 3.1 Board Meeting September 21, 2020
 - a. M/S/A (Kara/Dawn): Approve September's board meeting minutes
4. REPORTS
 - 4.1 Academic: Fastbridge Assessments, RtI, Curriculum aligning during PLC's, SEL
 - a. Beginning of the year assessments conducted for all students
 - b. Some students assessed through distance learning digital format
 - c. Fall growth is minimal from previous winter, as expected due to pandemic
 - d. Administration is establishing procedures for RtI, Curriculum, and PLC for current year
 - e. Addition of Assistant Director is creating positive improvements for school culture, SEL, and visibility of administration
 - 4.2 Financial and Management:
 - a. Audit will be presented at the November board meeting, invitation sent out
 - b. Working budget updated to match current enrollment
 - c. M/S/A (Amanda/Kara): Approve September's financial report and current working budget as presented
 - 4.3 Enrollment:

2020-2021 Enrollment:

PK	7
K	18
1	8
2	18
3	12
4	18
5	9

6	14		
Total = 104	K-6 97	PreK = 7	

4.4 School Director:

- 4.4.1 10/1/2020 attended Techniques to Reduce Anxiety Zoom webinar - PBIS
- 4.4.2 10/5/2020-10/6/2020 Dawn S and Sam M attended Handle With Care training
- 4.4.3 Staff already trained in HWC will be attending refresher course soon, extension given due to prior quarantining per Jim Kath-PBEC.
- 4.4.4 Working closely with Kelly - Bergan KDV regarding grants and budget
- 4.4.5 Butter Braid Fundraiser 10/12-10/28
- 4.4.6 Kristi, Erin and Heidi met virtually with Sourcewell to discuss 2020-2021 agreement and opportunities through Sourcewell. All trainings and opportunities will be given to charter schools at half the price.
- 4.4.7 Small heater in north gym storage area not working. Contacted WCG and Norson
- 4.4.8 Parent-Student-Teacher Fall Conferences 10/19-10/30
- 4.4.9 School Wide Fire Safety - Brainerd FD - 10/22/2020
- 4.4.10 10/30/2020 Attending virtual School Law Seminar
- 4.4.11 School Pictures on November 3
- 4.4.12 Have had two fire drills with great success
- 4.4.13 Hybrid model adjusted to add Flex Fridays starting the week of 10/19-10/23. Childcare still offered on Fridays, preschool still attending on Fridays, and special education students attending on Fridays.

4.5 Environmental Education:

- 4.5.1 K-2 has been focusing on weather, pumpkins and their life cycle.
- 4.5.2 1-2 did nature journaling over distance learning.
- 4.5.3 3/4 did nature journaling and astronomy lessons.
- 4.5.4 5/6 did nature journaling over distance learning.
- 4.5.5 Pumpkins have been harvested from the garden for use in classrooms, including the 3/4 pumpkin drop unit.
- 4.5.6 Beans were harvested for CH shelling work, along with sunflower heads for tweezing work.
- 4.5.7 Courtney's class was able to get out into the garden before distance learning and started to harvest carrots.

4.6 Work Session 10/19/2020:

- a. Brainstormed ideas for Fundraising and Marketing section.
- b. Erin, Assistant Director, attended and shared draft of her marketing plan for the school

4.7 Review Board calendar for October

- a. Approve Annual Report - completed
- b. Audit Report - to be presented next month

5. OLD AND/OR UNFINISHED BUSINESS

6. NEW BUSINESS:

6.1 FY20 Annual Report

- a. Finalized report to be submitted to Osprey Wild and MDE by November 1
- b. M/S/A (Amanda/Emma): Approve FY20 Annual Report with changes of DIBEL to Fastbridge in the document.

Next Board Meeting: November 16, 2020 at 5:30 p.m.

Next Board Work Meeting: November 16, 2020 at 4:30-5:30 p.m.

Meeting adjourned by (Amanda/Kara) at 6:35 p.m.
Board minutes submitted by Amanda

Board Meeting Discussion Checklist:

- Operations
- Financials
- Academics
- ELP
- Director development
- Board Training