



Discovery Woods
MONTESSORI SCHOOL

DRAFT MINUTES School Board of Directors

Monday, February 8, 2016

Lottery Drawing for 2016-17 slots: 5:15-5:30 Board Room, Second Floor

Only 10 applications so no need for lottery. Will repost with marketing and hold drawing again later in the month no sooner than Feb. 23.

Board Meeting time: 5:30-7:00 p.m. Location: Board Room, Second Floor

1. Call the meeting to order: Chad called to order at 5:30
 - Roll Call, Board Members Present: C. Turcotte; E. Moser; M. Lundeen; C. Magnan; H. Auel; T. Potter; L. Evenson
 - Board Members Absent: none
 - Others Present: Dustin Reeves; Chuck Herdegen; M. Litts; Karen Miles
2. Community Forum (3 minutes) No community members attended
Feedback provided for modifying the community forum guidelines;
3. Consent agenda:
 - a. Agenda
 - b. Minutes 01.14.16
 - c. Management Report
 - d. Financial Report
 - Chuck and Dustin reported to us on the Management and Financial Reports;
 - Enrollment up from budget
 - Still challenges—deficit from lease
 - Need to market to maintain and increase enrollment
 - Spent 55% and received 50%; working with Whittier Capital Group LLC to have help with cash flow; need to talk about seeking additional line of credit if necessary
 - Repairs and maintenance—at 100%; watching line items at this point
 - Food service near balanced
 - Fund 4 remains strong = surplus of \$22,000.00 (community service = Before/After Care programs and PreK)
 - 990 Form required to be filed—ready to go
 - e. 2016-17 Calendar (ISD 181): Early outs will be determined in May or June
 - f. Enrollment: currently at **96 = K-6, PreK = 18 students**

Motion with revision: Melissa

Second: Heidi

Discussion: none

Passed: Unanimous

4. Action Items

a. Board Policy Review Sample Schedule

Use of spreadsheet to keep track of PD training/mandated and CEUs

Motion: Chad proposed convening committee to create schedule

Second: Heidi

Discussion: Chad volunteered along with Lynda and Meg to be on committee

Approved: unanimous

b. Director Evaluation Resources

Motion: Lynda proposed having policy committee to review Crosslake policy

Second: Melissa

Discussion:

Approved: unanimous

c. Facility Use Policy: adding signage

Motion: Heidi proposed getting signage

Second: Tom

Discussion:

Approved: unanimous

d. Fund Raising: ~~Scrip and Ball Drive~~ Karen Miles presented idea for ball drive to start through Feb. 26, including Family Fitness Fun Night to fill our big canvas bin; post to web site, post to Facebook, put out to families

Motion: Melissa with changes to flyer

Second: Lynda

Discussion: none

Approved: unanimous

Meg/Christa will make changes to flyer and get out to groups

e. Added: Community Forum Forms/Policy

Motion: Tom proposed having Meg create policy with card to share with board prior to next meeting; want it to allow for submissions prior to start of meeting so that chair or director can screen topics to ensure no violation of data privacy

Second: Chad

Discussion: discussion about past experience with forum and how that would be a special session

Passed: Unanimous

5. Highlights from School Director's Report

a. Mandated Reporting: Scheduled for March 2 with Pat Sharbonda from County coming in as partner to present on this topic to all staff

- b. January PD: Identifying and Responding to Early Childhood Trauma
This was well-received and provided by Lisa Sater, Early Childhood Specialist from Greater MN Family Services
 - c. New Gym Lights
 - d. Book Fair
 - e. Winter Test Results
Angie Wallin (DAC) presented on our Fall to Winter STAR Growth
STAR Recommends 40 SGPs—we could have gone higher and would have made the goals, but went with 40 since this is our first year with STAR
No data on Math for K because of the national norms—not usually K
Our percentages didn't always reflect numbers (7 out of 9 sounds better than 78%)
Growth is different than proficiency and even points—based on what their increase is and what would be considered typical
We do STAR again in spring school-wide; some will do progress monitoring again prior to May for those who need closer intervention
Math, Reading, and Early Literacy are the assessments we are using—some take both Reading and Early Literacy;
If students didn't take Fall STAR test (like Reading), they won't have growth goal for winter, only for spring
STAR Reading also provides independent reading level for each student
Challenge for Reading Intervention
Charts and data are also being shared and analyzed by staff in LIT and PLC with coaching around the use of data for instructional decisions for each student, including systemic response to the data.
 - f. Updates to Building Needed
6. Committee Reports: No committees met this past month
7. Confirm next board meeting date: 03.14.16 board room (Note: week prior is spring break)
8. Adjournment
- Motion: Heidi
Second: Crystal
Discussion: None
Passed: Unanimous