



Discovery Woods - District # 4198
Board of Directors Board Meeting
5:30-7:00 p.m. at 604 N 7th Street, Brainerd, MN 56401
Thursday, February 21, 2019

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:

Present: Kara, Ben, Tom, Melissa, Kelly

Absent: Lynda (resigned)

Ex-Officio: Kristi

Guests: Kelly (Bergan), Carrie (Woodlands National Bank) Amanda (PAC)

Changes to the agenda: Move Carrie to now.

Carrie noticed we do multiple wires (about 78 per month) and may be able to change it to ACH (automatic clearing house) or use mobile deposit. They can set up different users to have access to accounts.

Current interest for Community Prime Checking is 1.75%

ICS it would automatically sweep anything over \$250,000 to an insured account (or you can set the amount to your choice \$200,000 as an example)

CD (certificate of deposits) would be acceptable use for public funds

1. BOARD TRAINING - Sound Board Issue #4 (Open Meeting Law)

Good information to know: we should not vote over phone or video meetings

2. COMMUNITY FORUM - PAC UPDATE (3 minutes)-

Amanda's father is working on 3 sets of cubbies. 20 people showed up for BINGO night. Yearbook club has the student and staff photos. Cover and mascot design are take home activities. Winner of cover art gets free yearbook. Book fair is being set up on Sunday, have volunteers for almost all the shifts. Art night is March 8th.

3. MINUTES :

1.1 January 17, 2019

Kelly made a motion to accept the minutes with Math STAR data needing to be added. Kara was a second. Vote unanimous, passed

4. REPORTS

2.1 Academic:

Last meeting had conversation about if STAR is the best testing option for our school. Fastbridge would be another choice (used by MN reading corp) Removing DIBELS would save money and is not the best assessment (about 9 weeks of testing). School wide Title is not required to test every student. If there is only one teacher is doing the Fountas and Pinnel assessment. More collaboration needed between classroom teacher and title for whole school title

2.2 Financial and Management: Kelly Rimpila - Bergan KDV to present

ADM dropped from 119 to 117. Kristi and Kelly set down and reviewed salary info. Fund balance: tracking at 20.5% for ending fund balance. Expenditures: YTD 49.9%

Kelly made a motion to accept the financials. Kara was a second. Vote unanimous, passed.

2.3 Enrollment:

EC	K	1	2	3	4	5	6
31	27	18	16	17	15	16	10

		EC Total	31	K-6 Total	119	Total	150
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2.4 School Director:

2.4.1 Strategic Planning - Community wide (meeting March 7th at 5:00pm (aftercare available until 6:00)

Fundraising Ideas: water wars, TAP, shoe drive, “teacher in jail day,” Fundraising days

2.4.2 E2 at Deep Portage Monday 2/18 -Wednesday 2/20

2.4.3 Lottery Draw results (18 of 20)

2.4.4 Will have Intent to Return numbers for March meeting (19 of 31 returning in CH)

first: 23 of 27 (2 undecided)

second: 16 of 18 (1?)

third:14 of 16 (1?)

fourth: 15 of 16 (1?)

fifth: 11 of 14 (2?)

sixth: 12 or 16 (1?)

2.4.5 Conducted Mid Year Evaluations

2.4.6 Began Peer observations

2.4.7 Kicking off PBIS tickets in March - Assembly with School Leadership - Mascot

2.4.8 Met with insurance agent and they are sending our info out to market to look for better rates and coverage.

2.4.9 Working with Norson and WCG to see what needs to be done to gym floor after pipe burst.

5. OLD AND/OR UNFINISHED BUSINESS

6. NEW BUSINESS:

6.1 Policies: None to approve tonight.

6.1.1

a.

6.2 Bank Account

Melissa made a motion to have Kristi contact Woodlands National Bank to start paperwork for opening an account. Second from Kelly. Vote passed, unanimous (Tom abstained from voting)

6.3 2017 Form 990

Kelly made a motion to accept the 2017 form 990. Ben made a second. Vote passed, unanimous

6.4 Approve 2019-20 Calendar

Melissa made a motion to approve the 2019-2020 calendar. Vote passed unanimous

Next Board Meeting: March 21, 2019

Next Board Work Meeting: 5:00 19th

Meeting adjourned by at

Board minutes submitted by

Board Meeting Discussion Checklist:

- Operations
- Financials
- Academics

- ELP
- Director development
- Board Training