



Discovery Woods - District # 4198
Board of Directors Board Meeting
5:30-7:00 p.m. at 604 N 7th Street, Brainerd, MN 56401
Date: January 13, 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: 5:31 p.m.
Present: Tom P., Kara D., Amanda B.
Absent: Kirsten S.
Ex-Officio: Kristi C.
Guests:

1. BOARD TRAINING - ACNW Sounding Board - Issue 10 -Board Evaluation of School Leaders
2. COMMUNITY FORUM - PAC UPDATE (3 minutes)- no report
3. MINUTES :
 - 3.1 December 16, 2019
 - a. Added notes for the closed session portion of 12/16/19 meeting.
 - b. M/S/A (Kara/Tom): Approve December meeting minutes as amended.
4. REPORTS
 - 4.1 Academic:
 - a. Reviewed academic goals for contract on Google Drive document.
 - b. Academic Update: Goals are all dependent on test scores at the end of the year, STAR is Fall to Spring Growth, and MCA scores. There is a goal on grade equivalency for STAR, we are STAR testing this week and Heidi will put together data of where we are at with Grade Equivalency in winter compared to fall Benchmarks.
 - 4.2 Financial and Management:
 - a. Projected to end the year with approximately 39% fund balance.
 - b. Kristi contacted Deerwood Bank and they will send the documents needed to discontinue account with Bremer Bank.
 - c. M/S/A (Amanda/Kara): Approve financials as presented.
 - 4.3 Enrollment: One family (2 students-2nd and 5th) moved with mom in Eagan, one student (Kdgt) went to ISD 181 (2 brothers are still here), one student (5th) came here from LRCS, had a PS inquiry on Wed.

	PK	20
	K	19
	1	25
	2	16
	3	18
	4	15

5	15		
6	11		
Total = 139		K-6 119	PreK = 20

4.4 School Director:

- a. Staff/Student Leadership Pizza Party Friday 1/3/20
- b. Posted jobs for paras and aftercare - Interviews next week
- c. NorSon repaired wall over break
- d. Climate Makers had to install new pump and re-pipe to smaller boiler
- e. Replaced faucet in Children's House bathroom
- f. STAR Testing began this week
- g. Heidi, Amanda and Kristi attending Instructional Evaluation Workshop Thurs
- h. End of Semester Friday - Report cards due 1/24 and will go out the following week
- i. New IT support specialist from Sourcewell and going great
- j. New printer through Marco-Sourcewell, should save us up to \$2500/year
- k. Annual meeting with insurance agent Friday and went over policies
- l. ISD 181 High School media center specialist reached out to see if we would be interested in some non-fiction books - group going Monday 1/20 to check it out
- m. School wide dental program coming 1/28
- n. Sixth grade to go to Mount Ski Gull 1/31
- o. Annual Report Feedback:

<p>Required actions:</p> <ul style="list-style-type: none"> ● Update website to have most recent annual report linked; currently shows the 17-18 report as the most recent - DONE ● Update to reflect the teacher equity data - DONE
<p>Revision due date:</p> <p>Feb 17, 2020 - Waiting for ACNW to put task in Epicenter to upload</p>

- p. Epicenter up to date: Board training info due 1/31
- q. CLiCs up to date

4.5 Environmental Education:

- a. Reviewed EE goals.
- b. Year-long goals are on track for completion by the end of the year, ranging from 30-50% met at this time. The remaining goals are scheduled for the second semester.

5. OLD AND/OR UNFINISHED BUSINESS

- 5.1 Summary of 12/16/19 closed session
- 5.2 Survey Results

6. NEW BUSINESS:

- 6.1 Task Force assigned to realigning duties/positions
 - a. Task Force will consist of Kristi, Heidi, Kara, Tom with Kirsten as an alternate.
 - b. Task Force objective is to develop a full time administrative position to support Kristi with personnel and student behavior.

6.2 Resignations

6.2.1 Anna Anderson (EA)

6.2.2 Kendra Wattenhofer (EA-AC)

- a. M/S/A (Amanda/Kara) Accept resignations of Anna Anderson and Kendra Wattenhofer.

6.3 Review Special Education Policies

6.3.1 8.01: Section 504 Accommodation Policy

6.3.2 8.02: Use of Restraints Policy

- a. M/S/A (Kara/Amanda) Approve reviewed special education policies 8.01 and 8.02.

6.4 Director Goals Check-in

- a. Reviewed updates from director on progress towards goals for the year.
- b. Board to assist director on getting financial training.

Next Board Meeting: February 10, 2020

Meeting adjourned by M/S/A (Amanda/Kara) at 7:00 p.m.

Board minutes submitted by Amanda Byrnes

Board Meeting Discussion Checklist:

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