



**Discovery Woods - District # 4198**  
**Board of Directors Board Meeting**  
**5:30-7:00 p.m. at 604 N 7th Street, Brainerd, MN 56401**  
**Date: February 10, 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 p.m.

Present: Tom P., Kara D., Amanda B., Kirsten S.

Absent:

Ex-Officio: Kristi C.

Guests:

1. BOARD TRAINING - bylaws review
2. COMMUNITY FORUM - PAC UPDATE (3 minutes)-
  - a. No report
3. MINUTES :
  - 3.1 January 13, 2020 - Take links out
    - a. M/S/A (Kara/Amanda): Approve amended meeting minutes

4. REPORTS

4.1 Academic: Comparing STAR and Fastbridge, Teachers are continuing to map standards and adding works to Transparent Classroom

- a. LIT committee made decision to use Fastbridge for K-2 for both reading and math with extra licenses for older students as needed. STAR will stay as main assessment program for 3-6
- b. We are currently a MN Reading Corps site and working to get MN Math Corps next year. MN Math Corps uses STAR for their assessments

4.2 Financial and Management:

- a. Financials will be available for review later this week and will discussed at March's board meeting
- b. Financial committee meeting March 4 before next board meeting

4.3 Enrollment: (Added one preschool student, 3rd and 5th, two moved out of state, two to Oak Street - had been on waitlist for a while) 14 not returning and 3 undecided

Current Enrollment:

Preliminary numbers for 2020-2021:

PK	21	PK	6/9
K	18	K	8/12 (2 undecided) (10 - lottery draw)
1	22	1	16/18 (1 - lottery draw)
2	15	2	20/22 (2 undecided)

3	19	3	15/15
4	15	4	19/19
5	16	5	10/15
6	10	6	14/16
Total = 136		K-6 115	PreK = 21
Total = 108		K-6 102	PreK = 6
		113 K-6 with lottery draw	

#### 4.4 School Director:

- a. 2020-2021 Lottery Draw Results
- b. Intent to Return Preliminary Numbers
- c. Kitchen update/Health Inspection/ISD 181
- d. PBIS
- e. Attendance Certificates - Students and Staff
- f. National School Choice Week Assembly - Dance
- g. 3rd and 4th graders attended "Newsies" at the Paramount Theater 2/5/20
- h. More options for substitutes
- i. Literacy Night 2/27/20
- j. 6th Graders to the CW County Landfill 3/4/20
- k. Epicenter up to date - MARSS 62 2/5/20, just board agenda packet and minutes
- l. CLiCs up to date

#### 4.5 Environmental Education: (Heidi)

- a. No report

#### 5. OLD AND/OR UNFINISHED BUSINESS

#### 6. NEW BUSINESS:

##### 6.1 Review Bylaws and Board Policies

- a. Reviewed bylaws and discussed options for adding more board members
- b. No proposed changes to the bylaws
- c. Tom to create schedule for reviewing policies in sections to ensure all are reviewed every three years
- d. Policy committee to review the employee handbook and parent/student handbook by August. They will review Code of Conduct policy in relation to the employee handbook.

##### 6.2 Board Member Statements of Assurance

##### 6.3 New hire - Sherri Galloway (After Care)

##### 6.4 Resignation - Jessy Allord (EA 2/14 last day)

##### 6.5 Task force for new administration position is meeting one more time before presenting their proposal at the March board meeting.

Next Board Meeting: March 16, 2020

Next Board Work Meeting:

Meeting adjourned by M/S/P Kara/Amanda at 6:27 p.m.  
Board minutes submitted by

Board Meeting Discussion Checklist:

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