



Discovery Woods - District # 4198
Board of Directors Board Meeting
5:30-7:00 p.m. at 604 N 7th Street, Brainerd, MN 56401
Date: April 20, 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: 5:30p.m.

Meeting conducted via Google Meeting online

Public attendance available at DWS location through shared computer

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

Absent:

Ex-Officio: Kristi C.

Guests: Kelly R.

1. BOARD TRAINING -
 - 1.1 Sounding Board - Issue 12 - Open Meeting Law and Tools for Remote Board Meetings
 - 1.2 Sounding Board - Issue 14 - Guidance on Postponing Charter School Board Member Elections
2. COMMUNITY FORUM - PAC UPDATE (3 minutes)-
 - a. Yearbook cover winner is Azaelea Bleichner.
 - b. 50 yearbooks ordered at this point.
 - c. Yearbook finalized and in the process of submitting for printing and payment
 - d. Yearbooks should arrive at school around May 15.
3. MINUTES : March 16, 2020
 - 3.1 M/S/A (Kara/Kirsten): Accept March's board meeting minutes
4. REPORTS
 - 4.1 Academic: Distance Learning Plan
 - a. Reviewed distance learning plan
 - b. Kristi receiving regular updates from teachers on success of student distance learning
 - 4.2 Financial and Management:
 - a. Revenue and expenses percentages are in line with the school year
 - b. Future financial effects from COVID-19 shutdown unknown at this time
 - c. M/S/A (Amanda/Kara): Accept financial report as presented

4.3 Enrollment:

Current Enrollment:

Preliminary numbers for 2020-2021:

PK	21	PK	8
K	18	K	21
1	23	1	19
2	16	2	21
3	20	3	16
4	16	4	21

5	16	5	12
6	10	6	15
Total = 140 K-6 119 PreK = 21 (4 K-6 students have withdrawn since Distance Learning)		Total = 133 K-6 125 PreK = 8	

4.4 School Director:

- a. Distance Learning Staffing/Services Needs and Changes
- b. No MCA testing this year
- c. Staff meetings continuing online. Curriculum and teacher meetings taking place every other week.
- d. We did not receive childcare grant due to limited students needing childcare at DWS
- e. Swan River and New Discoveries are not charging preschool tuition, guiding decision for DWS to not charge preschool tuition during distance learning

4.5 Environmental Education:

- a. No update

5. OLD AND/OR UNFINISHED BUSINESS

6. NEW BUSINESS:

6.1 Policies

6.1.1 Telemedicine Policy

- a. M/S/A (Kara/Kirsten): Adopt Telemedicine Policy 9.23

6.2 May Elections

- a. M/S/A (Kara/Kirsten): Continue with normal election timeline to include option of absentee ballots.

6.3 New position proposal

- a. Task force proposing Dean of Student administrative position
- b. Administrative structure becoming a team with the Director, Instructional Lead, and
- c. M/S/A (Amanda/Kara): Approve the proposed Dean of Student position without a listed salary until finances can be reviewed. Position's salary will be approved at a special meeting or May's board meeting.

6.4 Personnel complaint made by staff member

- a. Personnel committee will meet and follow up

Next Board Meeting: May 18, 2020

Next Board Work Meeting:

Meeting adjourned by Amanda/Kara at 7:10pm

Board minutes submitted by Amanda Byrnes

Board Meeting Discussion Checklist:

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

