



Discovery Woods - District # 4198
Board of Directors Board Meeting
5:30-7:00 p.m. at 604 N 7th Street, Brainerd, MN 56401
Date: Monday, May 18, 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: Tom P. called the meeting to order at 5:30pm

Present: Tom P., Kirsten S. (digital attendance), KaraD., Amanda B.

Absent:

Ex-Officio: Kristi

Guests: Kelly (digital attendance)

1. BOARD ELECTION RESULTS -

- a. Candidates: Emma Needham (17), Janelle Hardinger (16). Write-ins: Dawn Verdon (8), Emma N (1), Emma Hardinger (1), Michael Marotta (1)
- b. Janelle Hardinger resigned from the nomination on 5/18 after election took place.
- c. M/S/A (Kara/Amanda): Accept the 2020 board elections candidates Emma Needham, Dawn Verdon, Tom Potter, and Michael Marotta.
- d. Board will review the bylaws for board chair. If no new members are interested in being board chair, bylaw revisions may be necessary to allow Tom to continue or allow teachers to be board chairs.

2. BOARD TRAINING -

- 1.1 Reviewed Board Governance
- 1.2 Discussed plan for newest board members to receive initial training, and for returning board members to continue training.

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

- 2.1 Yearbooks have arrived and are being distributed

4. MINUTES : April 20, 2020

- 3.1 M/S/A (Kara/Kirsten): Accept April's board meeting minutes

4. REPORTS

4.1 Academic: Curriculum Committee update (Amanda, Kara, Heidi)

- a. Review Star results and end of the year assessments for reading and math growth
- b. School will proceed with report cards as planned before distance learning. Teachers will note standards that were not able to be assessed due to distance learning.

4.2 Financial and Management: Financial update (Kelly Rimpila - Bergan KDV)

M/S/A (Kara/Amanda): Accept financial report as presented

- a. Working on lease aid application
- b. Getting audit schedule with auditors
- c. i90 filed

4.3 Enrollment:

Current Enrollment:

Preliminary numbers for 2020-2021:

PK	21	PK	8
K	18	K	21

1	23	1	16
2	16	2	20
3	20	3	14
4	16	4	20
5	16	5	12
6	10	6	15
Total = 140		Total = 126	
K-6 119		K-6 118	
PreK = 21		PreK = 8	
Tour tomorrow (K) and another email for info today. (PK and K)			

4.4 School Director:

4.4.1 Special Education Fiscal Monitoring - No findings

4.4.2 Kitchen Update

4.4.3 Interviews

- a. One teacher hire for 1-2 position. Still interviewing for other position.

4.5 Environmental Education: EE Update (Heidi)

- a. Audubon is requiring reporting for the school year but not holding us to our ELP goals
- b. Review ELP goals end of the year progress report
- c. 6th graders won \$200 for third place in the district on their Project Yes!

5. OLD AND/OR UNFINISHED BUSINESS

6. NEW BUSINESS:

6.1 Extend contract with ACNW one more year (go from 3 year contract to 4 year contract)

- a. Offered by Audubon due to COVID-19 and school's lack of ability to assess in distance learning
- b. M/S/A (Kara/Kirsten) Apply to extend ACNW contract for 1 year.

6.2 Dean of Students administrative position salary

- a. Financial committee met on April 30.
- b. Financial committee determined \$40,000 was the cap they felt the budget comfortably allowed for the Dean of Students position.
- c. Administration may need to decide to only accept either a Dean of Students position or an additional special education teacher due to budget restrictions.
- d. M/S/A (Amanda/Kara): Offer salary range of \$35,000 - \$40,000 for the Dean of Student position, with Kristi given the ability to approach the board to request a salary above \$40,000 if necessary.

6.3 New Hires

- a. Hannah Habermann for 1/2 classroom
- b. Cindy Anderson for Speech
- c. M/S/A (Amanda/Kara): Accept new employee hires

Next Board Meeting: June 15, 2020

Meeting adjourned by Kara/Kirsten at 6:40pm

Board minutes submitted by Amanda Byrnes

Board Meeting Discussion Checklist:

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