



Discovery Woods

School Board of Directors

Thursday, August 16, 2018

Location: Board Room, Second Floor

Board Meeting time: 5:30-7:00 p.m.

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.

Vision: Discovery Woods is dedicated to educational excellence, environmental stewardship, and personal growth. Our students will have the foundation to be critical thinkers and responsible citizens.

1. Call the meeting to order

Meeting called to order 5:36pm

Member present: Ed, Ben, Lynda, Tom, Melissa, Kelly, Crystal

Members absent: Kara

Others Present: Kristi, Amanda

2. Board Training topic-Best Governance Practices pages 22-24

3. Approval or Revisions to Agenda

Action item b,c,d to action items

4. Community Forum (3 minutes)

Amanda: Fundraiser rumage and bake sale raised \$547.97, open an extra day tomorrow.

Amanda starting Sat 25th on library cataloging program

Yearbook club is starting on first week of school

5. PAC Update

Amanda made a brochure with the year of events and the goals of PAC

Wed 29th 2:00pm is an intro to the PAC

6. Financial and Management Report

300,243 was the ending fund balance for end of last. Original based on 114 students

We are at where we need to be with 20.6% of expenditures retained

Lynda made a motion to accept the financial and management reports, Ben was a second.

Vote unanimous

7. Consent agenda:

a. Minutes from 07/19/18

b. Enrollment Projection for 2018-19

PreK	30
K	29
1	20
2	19
3	13
4	13
5	16
6	14
Total = 156 K-6 126 PreK 30	

Crystal made a motion to accept the consent agenda with the agenda minutes, Ben was a second. Vote carried unanimously

8. Action Items-

- a. Board Governance Policy Review
 - i. Board Committee Establishment & Accountability Policy
 - ii. Board Elections & Campaigning Policy
 - iii. Board Member Orientation, Training, & Education Policy
 - iv. Conflict of Interest Policy (Board of Directors)
 - v. Dissolution of Corporation Policy
 - vi. Open & Closed Board Meeting Policy
 - vii. School Director Hiring Supervision & Evaluation Policy

Crystal made a motion to accept the policies, Kelly made a second. Motion carried unanimously

- b. Ed Shaw resignation from the board
Melissa made a motion to accept the resignation of Ed Shaw, Kelly made a second. Motion carried unanimously
Lynda will be treasurer for the interim
- c. Crisis management policy
Melissa made a motion to accept the crisis management policy, Lynda was second. Motion carried unanimously
- d. Establish executive directors goals
Melissa makes a motion for Kristi to meet with our executive committee to work on goals and training ideas, Ben was second. Vote carries unanimously

9. Highlights from School Director

Two Applicants for the foster Grandparent program.

Reading Corp of America interview next week.

Title math person wants to continue and also be available for subbing for title reading

Syneva was in house Monday and Tuesday and helping get the environment prepared.

Pete's crew is coming in for some random maintenance

The roof is done!!

Gull lake glass is replacing windows tomorrow

Estimate for new security system. Applying for a safety grant.

Some paras and new teacher Lisa went to the St. Kate's Montessori 101

Two custodian interviews have been done

10. Committee Reports

- a. Secretary's Epicenter Report
Up to date
- b. Website Committee
Ben will put up a new calendar
- c. Personnel Committee
Working on some welcoming teacher baskets
- d. Curriculum Committee
Meets and reports in September

11. Confirm next board meeting date: 9/20/18

Confirm next work session: 9/11/18

Curriculum committee meeting 9/12/18

August

Financial Committee

Student Policy Review

Establish Director Goals

September

Curriculum Committee (MCA data and prep for annual report)

Facilities Policy Review

12. Adjournment

7:14 Crystal made a motion to adjourn, Kelly was a second. Vote carried unanimously