

A meeting of the Board of Directors of Discovery Charter School was held at 6:28 pm on Wednesday, June 10, 2015, at University of Minnesota, St. Paul Campus, CTC Building, 1250 Fifield Avenue, Falcon Heights, MN 55108.

1.The meeting was chaired by Abir Ismail, who called the meeting to order at 6:28p.m.. Board members Abir Ismail, Tamer Sharafeldeen, Samuel Master, and Ellen Blewett were present.

2.Tamer moved to adopt the agenda for June 10, 2015. Samuel seconded. Motion passed unanimously.

3.Community Comments. No community comments were made.

4.Samuel moved to approve the meeting minutes of the April 1, 2015 board meeting. Ellen seconded. Motion passed unanimously.

5.Progress Update.

- We are awaiting the addendum to the CSP Grant to revise and extend the planning year spending. Currently it will end in September 2015 but with the delay in opening we will have more time to use these funds.

- Shannon Benalshaikh updated the Executive Director job description to include more STEM requirements. The references to “middle” or “secondary school” will be taken out. Tamer moved to approve the amended job description. Ellen seconded. Motion passed unanimously.

- NEO board training that had been scheduled for June 6, 2015 was canceled. Tamer will possibly attend training at the University of St. Thomas soon. Abir, Samuel and Ellen will attend the rescheduled NEO training (date not yet known).

- Timeline to Open spreadsheet and Website Requirements Timeline were posted on basecamp, the Literacy Plan was posted on the website

- NEO Authorizer Contract. NEO is giving the board an opportunity to sign a new contract. The 2-year contract will change to a 5-year contract. Samuel moved to approve signing the new 5-year contract. Tamer seconded. Motion passed unanimously

## 6. Policies for Approval

- Ellen moved to approve the Bullying Prohibition Policy (Policy No. 514). Samuel seconded. Motion passed unanimously.

- Regarding the Early Enrollment to Kindergarten Policy (Policy No. 607.10), the early entrance consideration period will change from 45 days to 60 days. Wording of the last bullet of the policy will reflect that the monitoring phase shall not exceed 6 weeks. Samuel moved to amend and approve the policy. Tamer seconded. Motion passed unanimously

- It was suggested that we purchase the remainder of the board policies as it will be more beneficial in providing policies based on statute and MN Charter Law and legal recommendations. Shannon will have more information and policies available for approval at the next board meeting.

#### 7. Readiness to open timeline.

- This timeline will be posted on base camp and updated as we proceed.
- We are waiting for approval of the 501(c)(3) application. Shannon will call the IRS to inquire as to our status of approval.
- The checking account has been opened and financial controls will be established and proposed at the next board meeting before spending occurs.

#### 8. Website Updates.

- Contact information for all directors will be placed on the website. Background checks are complete and have been uploaded to base camp. NEO denied readiness to open. NEO is working on amendment to be done after July 1, 2015. Next meeting we will review the CSP grant.

#### 9. Board Chair Resignation and Election.

- Board Chair Margaret Glasch submitted her resignation. Tamer moved to accept the resignation, Samuel seconded, motion passed unanimously.
- The board nominated Abir Ismail as Board Chair replacement. Samuel moved to approve the nomination, Ellen seconded, motion passed unanimously.
- The board nominated Tamer Sharafeldeen to replace Abir Ismail as Vice-Chair. Samuel moved to approve the nomination, Ellen seconded, Motion passed unanimously.