

## Board Meeting Minutes May 18, 2016

A Meeting of the Board of Directors for Discovery Charter School was held Wednesday, May 18, 2016, at 4100 East 66th Street, Suite #2, Inver Grove Heights, MN 55076. Let it be known that one or more board members may join via electronic means.

Meeting called to order at 6:06 pm.

**Welcome; Attendance** Present were Rizwan Farooq, Dan Hurley, Ashley Feehan, Tamer Sharafeldin (via Skype), Ellen Blewett. Also in attendance were Shannon Benalshaikh, Brett Studer (NEO), and 3 community members.

**Approval of Agenda** Tamer made a motion to approve the agenda, with an addition of the subject of uniforms under Other Items. Ellen seconded the motion, all were in favor. Amended Agenda was unanimously approved

**Conflict of Interest** None.

**Vision & Mission** Dan read the vision and mission.

**Community Comments** None.

**Approval of 04/13/2016 Meeting Minutes** Ellen made a motion to approve the minutes, Ashley seconded, all were in favor. 04/13/2016 meeting minutes were unanimously approved.

### **Executive Director Progress Update**

- Marketing & Recruitment
- Teacher hires- Hiring is in process and contracts have been offered to a number of teachers
- Transportation/Busing- Contracts signed with Monarch
- Building update-Inspections are in the final approval. Just waiting on the completion of walls a few minor fixes.
- Contracts for approval; Transportation; Student Software Systems, SPED Director- Monarch contract, received 3 bids (infinite Campus, Powerschool, JMC) we are recommending JMC for the affordable and easy access for all users
- Update of Lease Aid application- Lease aid application is waiting for last few signatures from board members and a finalized inspection and Certificate of Occupancy and we will be ready to submit.

**CSP Grant Update-Grant Manager** We're on track with the grant.

- **CSP Grant Revision approval** Took off health, dental, and staff development. This rolled into technology. Ashley made a motion to approve

the revised grant, Tamer seconded, all were in favor. The revised grant was unanimously approved.

**Financials-Board Treasurer** On track with spending, no issues. Budget was adjusted. We'll get our general funds July 15. Ashley moved to approve the financials, Ellen seconded, all were in favor. The Financials were unanimously approved.

- **Budget Approval** Ashley moved to approve the 2016-2017 Proposed Budget, Tamer seconded, all were in favor. The 2016-2017 Proposed Budget was unanimously approved.

**NEO Updates-Authorizer** June 1 is the deadline for SPED Director. Enrollment trends will be reviewed. Don't put minutes online before they are approved.

**Other Items:**

- **Contract proposals; Financial Services**
- **Diverse Community Recruitment Opportunities**
- **Uniforms** The uniforms have logos and consist of light blue and navy blue shirts and hoodies, and khaki and navy pants/skorts. Parents can order uniforms online. There is no cost for shipping. A uniform policy is forthcoming.

**Adjourn** Ashley made a motion to adjourn the meeting, Ellen seconded, all were in favor. Meeting adjourned at 7:21 pm.

**Meeting minutes subject to board approval.**