

Board Meeting Minutes 09/21/2016

A Meeting of the Board of Directors for Discovery Charter School was held on Wednesday, September 21, 2016 at: **4100 East 66th Street, Inver Grove Heights, MN 55076.**

Board Meeting Agenda: Meeting called to order 6:20

- 1 Welcome; Attendance-Rizwan Farooq, Ashley Feehan, Samuel Master, Dan Hurley, Shannon Benalshaikh, Community members; Lacasse parents, Mary Pat German, Teacher, Ahmed Adam Community Member
- 2 Approval of Agenda- Addition of board resignation/board member vote; Samuel made a motion, Ashley seconded all were in favor.
- 3 Conflict of Interestst- no conflicts were presented
- 4 Vision & Mission-Read by Dan Hurley
- 5 Community Comments- Pleasantries were exchanged and meeting moved forward.
- 6 Approval of 07/20/2016 Meeting Minutes.
- 7 Executive Director Progress Update;
 - Marketing & Recruitment- student enrollment is 193. ADM has been remaining stable with 193 students
 - Ready to open- items for the school have been provided
 - School Nutrition Program- Program was approved and fully funded for the first day of school. Review/site visit was conducted by MDE on August 25th. Lancer (caterer) has been providing good quality food and student response has been overwhelmingly positive.
 - Staff development- all teachers were trained during the two-week period before school in areas of STEM programming, Student software systems, First Aid, Crisis Prevention and Response systems
- 8 CSP Grant Update- Planning Year Report /Implementation I Status. Planning grant was completed in August with all funds having been received. Implementation is underway and first reimbursement will be submitted in the amount of \$108,381.62 leaving a balance of \$91,618.38 left to spend before February 28th.
- 8 Financials- Board Treasurer Ashley made a motion to approve the July 2016 Financials, Samuel seconded the motion, all were in favor, Financials were approved unanimously. Due to the late availability of August financials the reviewing and approving of those financials will be addressed at the next board meeting.
- 9 Policy Approvals; No policies were reviewed. The Wellness policy will be available for approval at the next meeting
- 10 NEO Updates- Authorizer- Opportunities will be available in January 2017 for board trainings provided by NEO.
- 11 Other Items: Board member resignation Ellie Blewett's resignation was presented and approved. Ashley Feehan made a motion to approve the resignation, Samuel seconded the resignation, all were in favor.

A new board member was presented by Board Chair to fill the vacant seat. Ahmed Adam was introduced and appointed with no presented resume or notice. The appointment was voted unanimously in favor to add Ahmed Adam as the new member.

Discussion was had in regards to board members who miss 3 consecutive meetings. The board voted to override the 3 missed meetings rule to give Tamer Sharafeldeem a notice of resignation and time to respond. This issue will be addressed at the next board meeting.

Motion was made by Ashley to adjourn the meeting, the motion was seconded by Ahmed, all were in favor motion passed unanimously Meeting adjourned at 7:10.

Approved 10/28/2016