

Discovery Charter School Board Meeting Agenda

A Meeting of the Board of Directors for Discovery Charter School was held at 6:00 P.M. Saturday, June 17, 2017. The meeting was held at 4100 East 66th Street, Inver Grove Heights, MN 55076.

Approved with revisions on 07/17/2017

ITEM NUMBER	ITEM	BOARD ACTION	ESTIMATED TIME
1	Welcome, Attendance	<ul style="list-style-type: none"> • Board Chair calls meeting to order. <i>Meeting called to order at 6:00 p.m.</i> • Attendance is reflected in the minutes. <i>Present are Samuel Master, Ahmed Adam, Tamer Sharafeldin, Mary Pat German, Dan Hurley, Shannon Benalshaikh, Neo Representative Wendy Choi, Board Consultant, Mary Hunn. Norma Mejia was absent</i> 	2-3 minutes.
2	Approval of Agenda	<ul style="list-style-type: none"> • Motion is made to approve agenda. <i>Agenda was approved with amendment of the removal of the Bylaw overview. Tamer made a motion to approve, Ahmed Secoded, Vote Mary pat- Aye, Samuel- Aye, Tamer- Aye, Ahmed- Aye</i> 	2-3 minutes.
3	Mission and Vison	<ul style="list-style-type: none"> • Executive Director reads Mission and Vision statement. 	2-3 minutes.
4	Conflict of Interest Statement	<ul style="list-style-type: none"> • Board members declare any conflict of interest. <i>No Conflicts reported</i> 	2-3 minutes.
5	Community Comments	<ul style="list-style-type: none"> • Community makes comments based upon sign-up sheet. <i>No Comments</i> • Maximum 5 commenters, 3 minutes per commenter. 	0-15 minutes.
6	Approval of 25 May 2017 Minutes	<ul style="list-style-type: none"> • Review of 25 May 2017 minutes. • Motion to approve minutes from 25 May 2017. • <i>Ahmed made a motion to approve, Mary Pat Secoded. Vote-Ahmed-Aye, Mary Pat- Aye, Samuel- Aye, Tamer- Aye.</i> 	2-3 minutes
7	Committee reports	<ul style="list-style-type: none"> • Finance and Curriculum committees report. <i>No Meeting</i> 	10 minutes.
8	Policy Committee Report	<ul style="list-style-type: none"> • Gift policy changes are reviewed. Discussion was held in regards to employee vs. Board member for persons who have both positions. • Grading policy is reviewed. • Motion(s) are made to accept the changes to the policies. <i>Motion was made to approve 6.1, 2.4.3, 4.5.5 by Ahmed, Secoded by Mary Pat,</i> 	20 minutes.

		<i>Vote- Ahmed- Aye, Mary Pat- "Aye", Samuel- Aye, Tamer-Aye, Approved unanimously</i>	
9	Executive Directors Report:	<ul style="list-style-type: none"> • Enrollment update. Currently 283 projected for SY 18 • Meeting was put on hold 6:23 (bad weather) Resumed as of 6:27. • NWEA testing information and discussion. • Discussion of performance rubric. • Authorizer provides feedback to the Board in relation to expressing importance of this data and took this time to go over the new Authorizer Contract which included Board Terms and reviewed the need to have elections for all seats by June 30, 2019 • Motion made to accept performance rubric and NEO Contract by Mary Pat, Ahmed Seconded Vote; Ahmed-"Aye", Mary Pat- "Aye", Samuel "Aye", Tamer-"Aye". Motion passed Unanimously. 	20-30 minutes.
10	Finances Review:	<ul style="list-style-type: none"> • Accountant presents the finances. <i>Finances were reviewed and presented See packets.</i> • Discussion on the month's finances. <i>No new concerns were addressed. There will be no June financial presented in July as the Business Office prepares for the Audit.</i> • <i>Motion is made to approve the finances. A motion was made by Ahmed to approve the Finances, Tamer Seconded, Vote: Ahmed-Aye, Mary Pat- Aye, Samuel- Aye, Tamer- Aye</i> • Implementation II Budget approval <i>Implementation II budget was presented by Shannon "Grant Manager". Tamer made a motion to approve the Implementation II Budget, Ahmed seconded, Vote: Ahmed-Aye, Mary Pat-Aye, Samuel-Aye, Tamer -Aye.</i> 	10 minutes.
CLOSING OF THE MEETING: At this juncture the meeting is closed per Board Policy 2.5- Open and Closed Meetings , as well as Minn. Stat.§ 13D.05 subd.3. Meeting closed 7:49 Present were: Samuel Master, Ahmed Adam, Tamer Sharafeldin, Mary Pat German, Dan Hurley, Shannon Benalshaikh, Mary Hunn.			
11	Evaluation	<ul style="list-style-type: none"> • The board makes the evaluation of the executive director. <i>This portion is recorded</i> 	TBD
OPENING OF THE MEETING: At this juncture the meeting is made open again. Meeting opened at 8:34. No one rejoined the meeting. The Board generally summarized its conclusions regarding the evaluations required by as Minn. Stat.§ 13D.05 subd.3. <i>Samuel made a motion to renew the Executive Director's Agreement, Ahmed Seconded. Vote; Ahmed- "Nay", Samuel- "Nay", Mary Pat "Aye", Tamer- "Nay". The agreement was not renewed based on this vote.</i>			

12	NEO Updates	<ul style="list-style-type: none"> • <i>Authorizer addressed Neo Contract during Director Update portion</i> 	5 minutes.
13	Other Issues	<ul style="list-style-type: none"> • Other issues are brought before the board. • Maximum of 5 minutes discussion for all other issues. • Shannon requested that <u>only</u> “Teacher Contracts” will allow the buy back of Paid Time Off if they choose not to use it. Motion Made by Ahmed, Seconded by Tamer Vote: Ahmed- Aye, Tamer- Aye, Mary Pat- Aye, Samuel- Aye. Motion passed Unanimously. • Utilizing Designs For Learning(DFL) contract to assist with leadership moving forward. Samuel made a motion to contact DFL for the E.D. Consultation, Tamer Seconded, Vote: Ahmed “Aye”, Tamer “Aye”, Samuel “Aye” Mary Pat “Nay”. Motion Passed with a majority vote 3;1 	5 minutes.
14	Adjournment	<ul style="list-style-type: none"> • A motion is made to adjourn. Meeting ended 8:46. Motion made by Ahmed, Seconded Tamer Vote: Ahmed-Aye, Mary- Nay, Tamer- Aye, Samuel- Aye. 	1-2 minutes.