

NOTICE OF SPECIAL MEETING

Approved 08/24/2017

Please take notice that on Monday, July 17, 2017, at 7 pm the Board of Directors of Discovery Charter School held a special meeting at its regular meeting place, 4100 66th Street E. Ste. #2, Inver Grove Heights, MN 55076. The special meeting was called by the Chair of the Board of Directors pursuant to Article 2 section 6 of the School's bylaws. The special meeting was held pursuant to that same provision of the School's bylaws and also pursuant to Minn. Stat. § 13D.04 subd. 2 which states:

“Special meetings.

- (a) For a special meeting, except an emergency meeting or a special meeting for which a notice requirement is otherwise expressly established by statute, the public body shall post written notice of the date, time, place, and purpose of the meeting on the principal bulletin board of the public body, or if the public body has no principal bulletin board, on the door of its usual meeting room.”

Attendance- Present were Board Members Mary Pat German, Samuel Master, Tamer Sharafeldin, Ahmed Adam, Norma Mejia, Ex-officio Shannon Benalshaikh, Attorney Cindy Lavorato (by Phone), Neo Representative Wendy Swanson-Choi, Consultants Terri Siguenza, Travis Kemen, community members

The purpose of the meeting is as follows:

1. To review, modify as necessary, and approve the minutes from the June 17, 2017 Board meeting. *Minutes; Discussion was to review questionable items as per board members. Revisions included adding Mary Pat German's vote under Item 8, and reviewed the motion and vote under "Other Items" referencing the motion made to contact designs For Learning for Executive Director Services. Notes stand as corrected. Motion; To approve June 17, 2017 meeting minutes with revisions. Made by: Tamer Sharafeldin
Seconded by: Mary Pat Germn
Vote: Ahmed-Aye, Mary Pat-Aye, Tamer-Aye, Samuel-Aye, Norma- Aye. Motion passed Unanimously.*
2. To summarize the results of the evaluation conducted on June 17, 2017.
3. To present Q & A in response to community concerns. *Included in board packet*
4. To have a discussion and possible vote to add two additional Board Members to the Board of Directors. *Minutes; discussion was held to address the issue of adding two additional board members, increasing Board from 5 to 7 members.*

Motion: To add 2 additional board seats (1) Parent (1) Teacher as soon as an election can be held.

Motion made by: Ahmed Adam

Seconded by: Tamer Sharafeldin

Vote: Ahmed- Aye, Mary Pat-Aye, Samuel- Aye, Tamer-Aye, Norma-Aye. Motion passed unanimously.

5. To review and if acceptable approve of a contract with Designs for Learning regarding the appointment of an interim executive director. *Clarification of terms and of Expiration date of contract was made.*

Motion: To accept the contract with Designs For Learning to provide Interim Executive Director Services with an expiration date of September 5th, 2017 with the understanding that the contract may be extended if a permanent Executive Director is not found by this date.

Motion made by: Ahmed Adam

Seconded by: Tamer Sharafeldin

Vote: Ahmed-Aye, Mary Pat-Nay, Tamer- Aye, Norma Aye, Samuel-Aye. The motion passed with a majority vote.

6. To appoint a “Responsible Authority” per the Minnesota Data Practices Act.

Motion: To appoint Shannon Benalshaikh, Director of Operations as the “Responsible Authority” with the discretion to appoint a designee and compliance official.

Motion made by: Samuel Master

Seconded: Ahmed Adam

Vote: Ahmed-Aye, Tamer-Aye, Mary Pat- Aye, Samuel-Aye, Norma-Aye. Motion passed unanimously.

7. To designate the Identified Official with Authority [IOWA] to authorize user access to MDE secure websites for the school and giving that official the responsibility of assigning job duties to the staff at Discovery Charter School.

Motion: To Appoint Samuel Master, Board Chair, as the “Identified Official with Authority”.

Motion made by: Ahmed Ahmed

Seconded by: Tamer Sharefeldin

Vote: Ahmed-Aye, Tamer-Aye, Mary Pat-Aye, Norma-Aye, Samuel-Abstained. Motion Passed with a majority vote.

8. To appoint a second individual to sign checks.

Motion: To Appoint Mary Pat German to be the second “Authorized Check Signer”.

Motion made by: Tamer Sharafeldin

Seconded by: Ahmed Adam

Vote: Ahmed-Aye, Tamer-Aye, Samuel-Aye, Norma-Aye, Mary pat-Abstained. Motion passed with a majority vote.

9. To establish a calendar for the School Year 2017-2018 of regular meeting dates for the Board of Directors. *Board meeting discussion was held in regards to establishing the Board Meeting Calendar for SY 17-18.*
Motion: To approve the Board Meeting schedule to stay at its regularly scheduled evening of every fourth Thursday except in November which will be November 30, 2017.
Motion made by: Tamer Sharafeldin
Seconded by: Ahmed Adam
Vote: Ahmed-Aye, Tamer-Aye, Mary Pat-Aye, Samuel-Aye, Norma-Aye

10. To create a search committee for the purpose of securing the services of a permanent Executive Director.
Motion: To Approve a search Committee to be comprised of (7) Members. Committee Chair-Terri Siguenza, (2) Board Members- Mary Pat German (Teacher), Norma Mejia (Parent), (1) Teacher-TBD, (3) Parents-TBD.
Motion made by: Ahmed Adam
Seconded by: Mary Pat German
Vote: Ahmed-Aye, Mary Pat-Aye, Samuel-Aye, Norma-Aye, Tamer-Nay. Motion passed with a majority vote.

11. To ratify the legal services contract with Lavorato Law Offices LLC.
Motion: To ratify the contract with Cindy Lavorato for Legal services.
Motion made by: Ahmed Adam
Seconded by: Tamer Sharafeldin
Vote: Ahmed-Aye, Mary Pat-Nay, Samuel-Aye, Tamer-Aye, Norma-Aye. Motion passed with a majority vote.

12. To hold a closed meeting pursuant to Minn. Stat. § 13D.05 subd. 3(b) to discuss threatened litigation by former Executive Director Dan Hurley and to further discuss the possibility of commencing litigation against Mr. Hurley.
Meeting Closed-Time to be verified with recorder
Meeting opened-Time to be verified with recorder
Motion: To authorize Legal counsel to investigate the possibility of tampering with technology/email system.
Motion made by: Ahmed Adam
Seconded: Mary Pat German
Motion passed unanimously
Motion: to Adjourn the Special Board Meeting of July 17, 2017 at 8:28
Motion made by: Ahmed Adam
Seconded by: Mary Pat German
Vote: Ahmed-Aye, Mary Pat-Aye, Norma-Aye, Tamer-Aye, Samuel-Aye. Motion passed Unanimously.

