

### Discovery Charter School Board Meeting Agenda

- A Meeting of the Board of Directors for Discovery Charter School was held at 6:00 P.M. Thursday, November 30, 2017. The meeting was held at: 4100 East 66th Street, Inver Grove Heights, MN 55076.

APPROVED 12/28/2017

ITEM	BOARD ACTION	ESTIMATED TIME
Welcome, Attendance	<ul style="list-style-type: none"> <li>• Board Chair calls meeting to order. <b>6:00 pm.</b></li> <li>• Attendance is reflected in the minutes. Board members present include: <b>Samuel Master, Ahmed Adam, Jesse Abbott, Tony Ashbacher, Mary Pat German; Ex Officio Members Executive Director Heather Lines and Operations Director Shannon Benalshaikh</b></li> </ul>	2-3 Minutes.
Approval of Agenda	<ul style="list-style-type: none"> <li>• Motion is made to approve agenda. <b>Motion: Ahmed</b> <b>2<sup>nd</sup>: Jesse</b> <b>Agenda Approved by unanimous vote. Per discussion prior to the motion passing it was agreed the board would move up the closed portion of the meeting when the board's lawyer arrives.</b></li> </ul>	2-3 Minutes.
Mission and Vision	<ul style="list-style-type: none"> <li>• Executive Director reads Mission and Vision statement. <b>Mission and Vision was read by Heather Lines</b></li> </ul>	2-3 Minutes.
Conflict of Interest Statement	<ul style="list-style-type: none"> <li>• Board members declare any conflict of interest. <b>No conflicts noted</b></li> </ul>	2-3 Minutes.
Community Comments	<ul style="list-style-type: none"> <li>• Community makes comments based upon sign-up sheet.</li> <li>• Maximum 5 commenters, 3 minutes per commenter. <b>One comment by anonymous community member asked on the sign-up sheet regarding the additional teacher board seat.</b></li> </ul>	0-15 Minutes.
Approval of Minutes	<ul style="list-style-type: none"> <li>• Review of 30 November 2017 minutes.</li> <li>• Motion to approve minutes from 30 November 2017. <b>Minutes were approved by all present board members except for Ahmed who abstained from voting. Amendments were made as necessary to the prior minutes prior to the approval. Motion: Jesse, 2<sup>nd</sup> Samuel.</b></li> </ul>	2-3 Minutes
Moving of Community Member Board Position Selection	<ul style="list-style-type: none"> <li>• <b>Due to not all community members being present at this time, a motion was presented by Samuel and 2<sup>nd</sup> by Tony to move the Open Community Member Seat section to later in the meeting when all community member candidates are present. Motion made by Tony, 2<sup>nd</sup> by Jesse. The motion passed unanimously.</b></li> </ul>	1-2 minutes

Executive Directors Report:	<ul style="list-style-type: none"> <li>Executive Director gives report. Heather Lines gave the executive director report. Currently 174 for attendance, classroom teachers will be teaching PE for the remainder of the year and incorporating STEM into the PE curriculum. They will be filling the PE position in the summer. Also hired a paraprofessional for special ed. Updates on events: Boofest was a success to generate interest in the school along with the Family Fun Night. New open house schedule which will be coordinated and put on with the PTA. Also more listening sessions regarding comments/suggestions from the community.</li> </ul>	20-30 Minutes.
Policy Committee Report:	<ul style="list-style-type: none"> <li>Policy committee reports on Committee policy. Discussion related to the advisory committee and how DCS has four committees that make up the advisory committee.</li> <li>Discussion of policy 2.3 Board Committees Amendments were discussed and implemented, specifically the removal of the word "plural", adding the word "committee" after personnel, and removing the ending comma after governance.</li> <li>Motion to approve new committee policy. Motion: Jesse 2<sup>nd</sup>: Ahmed Motion passed unanimously</li> </ul>	5 minutes.
Closed Session	<p>Closing: The Board Will go into a closed session pursuant to Minn. Stat.13D.05, subd. (3) to engage in a confidential discussion of litigation strategy in the matter of Daniel Hurley v. Discovery Charter School, Court File No. 19HA-CV-17-3262</p> <p>The next item on the Board's agenda is a closed session pursuant to Minnesota Statutes section 13D.05, subd. 3(b), which allows the Board to go into closed session pursuant to the attorney-client privilege. While in closed session, the Board will meet with its attorney to receive a confidential status update regarding the lawsuit captioned <i>Daniel Hurley v. Discovery Charter School</i>, Court File No. 19HA-CV-17-3262 and will engage in a confidential discussion with legal counsel regarding litigation strategy. Pursuant to the law I have cited, I hereby move for the Board to go into closed session to have a confidential discussion with legal counsel regarding pending litigation.</p>	15-30 Minutes.
Open Session	Consideration of motion to waive the attorney-client privilege with respect to March 2016 email correspondence involving Dan Hurley and Discovery	10—15 minutes

	<p>Charter School Attorney Cindy Lavorato, Bates Nos. DCS000001-DCS0000041</p> <p>Motion to Open Session: Jesse 2<sup>nd</sup>: Mary Pat</p> <p>Motion to open session passed unanimously</p> <p>Motion to waive the attorney-client privilege with respect to March 2016 email correspondence involving Dan Hurley and Discovery Charter School Attorney Cindy Lavorato, Bates Nos. DCS000001-DCS0000041</p> <p>Motion made by Ahmed 2<sup>nd</sup> by Mary Pat</p> <p>Motion to waive the attorney-client privilege with respect to March 2016 email correspondence involving Dan Hurley and Discovery Charter School Attorney Cindy Lavorato, Bates Nos. DCS000001-DCS0000041</p> <p>Passed by unanimous vote.</p>	
Open Community Member Seat	<ul style="list-style-type: none"> <li>An update is given on potential candidates for community member seat appointment. Two community members were introduced to the board – Eldon Marier and Virginia Rudolph. Heather Lines presented their qualifications to the board.</li> <li>Potential candidates present themselves to the board. Mr. Marier and Ms. Rudolph spoke to the board about why they would like to join the board of DCS.</li> <li>A motion is made to appoint a community member. Motion to appoint Eldon Marier to the board of DCS Motion made by Jesse 2<sup>nd</sup> Ahmed Jesse – Aye, Ahmed – Aye, Tony – Nay, Mary Pat – Nay, Samuel Master –Aye. Motion passed. Discussion regarding waiting till December to seat Eldon to the board. Motion made by Ahmed, 2<sup>nd</sup> by Jesse, motion passed by unanimous vote.</li> </ul>	30 Minutes.
Finance Committee Report:	<ul style="list-style-type: none"> <li>Finance committee reports. Report was given by Designs for Learning</li> <li>Discussion of finance committee reports. DFL gave newer board members training on deciphering the financials</li> </ul>	3 minutes.
Finances Review:  Finances Review (Cont'd):	<ul style="list-style-type: none"> <li>Accountant and administration presents the finances.</li> <li>Discussion and review of the month's finances.</li> <li>Working Budget is discussed and reviewed.</li> <li>Motion is made to approve the finances. Motion made by Mary Pat to approve the finances 2<sup>nd</sup> by Tony Motion passed by unanimous vote.</li> <li>Motion is made to approve the budget.</li> </ul>	20 minutes.

	<p>Motion to approve the budget made by Tony, 2<sup>nd</sup> by Mary Pat. Motion passed by unanimous vote.</p> <ul style="list-style-type: none"> <li>CSP Grant Update Mary Pat made motion to approve CSP Grant allocations, 2<sup>nd</sup> by Jesse. Motion to approve CSP grant allocations passed by unanimous vote.</li> </ul>	
Committee Update	<ul style="list-style-type: none"> <li>Schedule of committee meetings is formulated by the board for all standing committees. Finance and Policy Committees already have set schedules, Governance and Personnel will set a schedule when they meet next.</li> </ul>	5-15 minutes.
NEO Updates	<ul style="list-style-type: none"> <li>Authorizer provides feedback to the Board. NEO representative Wendy Swanson-Choi provided feedback to the board, encouraged an entrepreneurial spirit, discussed board improvements including board training and focusing on needed skillsets including finance.</li> </ul>	5 minutes.
Board Training Discussion	<ul style="list-style-type: none"> <li>Board reviews feedback provided by authorizer.</li> <li>Board reviews evaluation paperwork and board members perform a self-evaluation. Board members reviewed self-evaluation for training purposed</li> <li>Training materials are presented to the board. Samuel Master provided the board with training materials regarding board structure and duties to be reviewed</li> </ul>	20 minutes.
Other Issues	<ul style="list-style-type: none"> <li>Other issues are brought before the board. Discussion of the teacher board position, there are several interested candidates and the open position will be discussed further at the next board meeting. Samuel requested interest from the board regarding the vice-chair position.</li> <li>Minimum of 5 minutes discussion. None</li> <li>Motions are made as necessary. None</li> </ul>	5 Minutes.
Adjournment	<ul style="list-style-type: none"> <li>A motion is made to adjourn. Motion to adjourn made by Jesse, 2<sup>nd</sup> by Ahmed. Motion to adjourn passed by unanimous vote. Meeting adjourned at 8:37 p.m.</li> </ul>	2-3 Minutes.