



DISCOVERY CHARTER SCHOOL BOARD OF DIRECTORS

REGULAR MEETING OF THE BOARD OF DIRECTORS DISCOVERY CHARTER SCHOOL

**Discovery Phoenix, Room 2 - 4021 Teale Ave, San Jose CA
Tuesday, March 19, 2019**

Minutes (Amended)

I. CALL TO ORDER 6:35PM

- a. Roll Call and Establishment of Quorum: Ms. Eagle, Mr. Foisie, Ms. Lee, Ms. Sanchez, Mr. Spieler
- b. Approval of Agenda, Motion: Ms. Sanchez, Second: Mr. Foisie, Aye: Ms. Eagle, Mr. Foisie, Ms. Lee, Ms. Sanchez, Mr. Spieler
- c. Motion to approve the Agenda without Revision in the Title: Mr. Spieler, Second: Ms. Sanchez, Aye: Ms. Eagle, Mr. Foisie, Ms. Lee, Ms. Sanchez, Mr. Spieler
- d. Pledge of Allegiance: Led by Mr. Spieler

II. OPEN SESSION

- a. PUBLIC COMMENTS
 - Parent complaint regarding change in TB requirement. The Board will respond to the complaint in a timely manner.
 - Parent question regarding appointment for the previous open board seat. The Board followed proper procedure to fill the seat.

III. REPORTS

- a. Phoenix Student Council Report

Emailed report from Zoe Fotakis: Implementation of a new ball bin system, with a request for new equipment provided by Ms. Perry. The reps are reminding their classes to return equipment back to the appropriate bin and to keep track of it. Spirit Week will be April 22 and the theme is Environmental Awareness.
- b. Staff Round Table: Novare (Falcon)

Tiffany Niitani and Sara Barnett presented the Novare reporting system, newly implemented at Discovery Falcon. Implementation went smoothly, and staff trainings went well. Prior to this system, Word was used for report assessment. There are other systems at D2 that could possibly be replaced and be standardized by Novare. Novare implementation is a continuation of our effort to align both schools.

- c. **PSC Report Falcon Campus**
 Sarah Snow reported on Open Enrollment. Both campuses had info nights that were well attended. PSC provided the tours. Ongoing fund drive with drive events: Drawing for the fund drive, Feasting with the Falcons. Author visit who wrote English and Spanish translated books and did workshops with kids. Spring Fun Fair is April 13. May 18 is 80s Night Fundraiser. June 7 is Board Game Night. PSC is recruiting for next school year.
- d. **Superintendent/Phoenix Campus Director Report**
 Debby Perry reported on Staff Learning Day for both campuses. A drum team came in to teach with African drums and teamwork, with 75 people in the atrium. Staff taught classes. Ms. Perry and Ms. Walker are looking to promote classes to the community to help with teachers' leadership and skills.
 Ms. Perry and Ms. Walker will be attending the Santa Clara County Job Fair on March 30.
 The County did review last Friday and spoke to parents and students, per the charter renewal. Laps for Learning Day was March 8th.
 Ms. Perry is working with Debbie Devine and the Police Department for a workshop on online safety in April. San Jose Police Department will come to campus for a presentation and speak to the classrooms. Tomorrow, March 20, is the lottery, PSC and parents led tours.
- e. **Falcon Campus Director Report**
 Miki Walker reported on facilities: contractors are looking at the portables to install the solar panels, mainly at the middle school. Discovery had applied for the solar panel grant and Eco-Action is running the project. The project needs to be done by mid-June 2020 for compliance. Working with San Jose Unified to update water bottle refill stations by TapWatch. 2 of the water fountains have been updated with the bathroom update.
- a. **Financial Report**
 Krystle Onibokun from EdTec reported: Discovery Phoenix projected year-end operating income increased 2K from previous forecast; ending fund balance at 2.96M. Projected operating income increased from (34K) to (32K). Common for Special Education Revenue to not cover its full cost.
 Discovery Falcon projected year-end operating income increased by 6K from previous forecast; ending fund balance at (501K). Increase in projected operating income from 123K to 129K. Common for Special Education Revenue to not cover its full cost.
 Discovery Projected to end the year with \$2M ending cash balance.

IV. ACTION / DISCUSSION / INFORMATION ITEMS

- a. **Annual Fund Report/Fundraising**

Ms. Perry reported that Falcon has raised \$208K at 51% Falcon, with another planned push for donations.

Phoenix has raised \$92,458 at 57% and will do one final push for donations.

- b. Community Outreach Activity (Barb)
Ms. Eagle reported that all the action items were met.
- c. Act to Approve Auditor Contract for Discovery I and Discovery II
Motion to approve the proposal from Squar Milner for auditing by Ms. Eagle, seconded by Mr. Foisie. Vote: Ms. Eagle: Aye, Ms. Lee: Aye, Ms. Sanchez: Aye, Mr. Foisie: Aye, Mr. Spieler: Aye
- d. Act to Approve MOU between Discovery I and the SCCOE
Motion by Mr. Spieler to approve the MOU with the County, with the condition that everywhere the term “Discovery 1 Charter School” is used be changed to “Discovery Charter School 1.” In the alternative, if the proposed changes is rejected by the county, the MOU will be approved as written. Seconded by Ms. Sanchez, Aye: Ms. Eagle, Mr. Foisie, Ms. Lee, Ms. Sanchez, Mr. Spieler
- e. Act to Approve Uniform Complaint Policy
Motion by Ms. Lee to approve. Seconded by Ms. Eagle, Aye: Ms. Eagle, Mr. Foisie, Ms. Lee, Ms. Sanchez, Mr. Spieler
- f. Board Elections
As current board members whose terms end this year, Ms. Sanchez and Ms. Eagle declared their intent to run for another term.
Motion by Mr. Spieler to form an Election Committee Ms. Lee and Mr. Spieler as committee board members. Seconded by Ms. Eagle, Aye: Ms. Eagle, Mr. Foisie, Ms. Lee, Ms. Sanchez, Mr. Spieler
- g. Formation of Audit Committee
Motion by Ms. Sanchez to form Audit Committee with Ms. Eagle as Chair and Ms. Sanchez as Member. Seconded by Ms. Eagle, Aye: Ms. Eagle, Mr. Foisie, Ms. Lee, Ms. Sanchez, Mr. Spieler

V. APPROVAL OF CONSENT CALENDAR (ACTION)

These agenda items are considered routine and will be approved in one action without discussion. If a Board member requests that an item be removed from the Consent Calendar or a citizen wishes to speak to an item, the item will be considered under Action Items.

- a. Minutes for 2/11/2019 Regular Board Meeting
Motion by Ms. Eagle to approve consent calendar. Seconded by Ms. Sanchez, Aye: Ms. Eagle, Mr. Foisie, Ms. Lee, Ms. Sanchez, Mr. Spieler

VI. BOARD MEMBERS' REPORTS / CORRESPONDENCE / BOARD OPERATIONS / RECOGNITION

This is an opportunity for Board members to address activities, correspondence, and operations and to acknowledge or recognize specific programs, activities, or personnel.

a. Board Operations

A reminder to all members to submit the 700 form by the April 2 due date.
Update Committee paperwork with board members and update with date they joined.

b. Reports: Committees/Correspondence/Activities

Ms. Lee started the report of the board's attendance at the California Charter Schools Conference that new schools just starting out had seen more political opposition recently.

Ms. Sanchez reported that she took away from the conference, the board's responsibility to include understanding of how the school runs, with more training in regards to understand school operations.

Mr. Spieler went to governance-focused sessions, and encourages everyone to go next year.

Ms. Lee and Ms. Sanchez discussed combining the Diversity and Discovery Experience Committee. Mr. Spieler reported that the Scholarship Committee is discussing funds and policy.

c. Board Calendar

County Renewal Hearing is April 3. Next Board Meeting is Wednesday, April 17.

d. Future Agenda Items

Board Election Timeline, Discussion regarding cost of After School Extended Care Program, Discussion regarding creating Tech Task Force or Committee

VII. ADJOURN 9:25PM