



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
Wednesday, May 15, 2019**

Minutes

I. CALL TO ORDER 6:34PM

- a. Roll Call and Establishment of Quorum: Ms. Eagle, Mr. Foisie, Ms. Lee, Ms. Sanchez, Mr. Spieler
- b. Approval of Agenda: Motion Ms. Eagle, Second: Ms. Sanchez, Ms. Eagle, Mr. Foisie, Ms. Lee, Ms. Sanchez, Mr. Spieler
- c. Pledge of Allegiance led by Mr. Spieler

II. OPEN SESSION

- a. PUBLIC COMMENTS: None

This portion of the meeting is set aside for members of the audience to make comments or raise issues that are not specifically on the agenda or those items that are on the agenda. These presentations are limited to three (3) minutes per person and the total time allotted to non-agenda items will not exceed fifteen (15) minutes.

III. REPORTS

- a. Phoenix Student Council Report: Dina Berhan
Student Store is opening again. Everything sold complies with state laws. Will be holding officer elections.
- b. Staff Round Table: Math Task Force (Falcon)
There was a conflict, and the task force could not attend the board meeting.

- c. **PSC Report Falcon Campus (Sarah Snow)**
Spring Fun Fair 620 people attend, 100 less than last year perhaps to other events, surplus this year. More food trucks this year. Book Swap also hosted. Hicklebee's not hosted this year due to pricing and accessibility. Expanding the space next year for Book Swap. Inflatables for bigger kids, MS kids, and perhaps separating by age next year. Feasting with Falcons: Mo's for brunch, Sweet Rendezvous. Feasting with Falcons Erik's Deli, orders to coincide with Staff Appreciation, and PSC focused on non-teachers, staff. New Event: fundraiser at Kendra Scott at Santana Row. This Saturday is 80s theme Auction. Last PSC meeting of the year, doubling meetings with a coffee. Registration forms for June.
- d. **Superintendent/Phoenix Campus Director Report (Debby Perry)**
Debby attended the New Teacher induction graduation at Falcon with Michele Coyte and Carol Baker. Spring Auction was last weekend. SJPd came to school to discuss cyberbullying with parents, students 6th-8th grade, and staff. Code Blue drill with Mark Alvares. Inspirational speaker, Scott Freed, to come to both schools to speak to kids and parents. Ms. Perry and Ms. Walker are working on LCAP, using GoToMeeting to share screens. The whole school will be going on to a field trip to Maker Faire. June 18 & 19 is the audit. Staff contracts for both schools. Participating Stanford Math Study for 2nd Grade students, and getting feedback regarding our students.
- e. **Falcon Campus Director Report (Miki Walker)**
Miki attended Girls Adventures in Math at Nueva School. 3rd through 8th grade, 14 students from both schools, placed in top 30%. Parent Feedback was good. Paula Simka brought this program and Math Olympiad from Phoenix. Girls on The Run was this Saturday at Vasona. 4 teachers graduated from New Teacher Project. Carol Baker and Michele Coyte is recognized and thanked for their leadership.
- f. **Financial Report (EdTec)**
Krystle Onibokun reports: Phoenix projected year-end operating income increased 46K from previous forecast; ending fund balance at 3M. Discovery Falcon projected year-end operating income increased by 64K from previous forecast; ending fund balance at 446K. Discovery Projected to end June with \$2.12 M ending cash balance.

7:35 break, in session 7:45pm

IV. ACTION / DISCUSSION / INFORMATION ITEMS

- a. **Annual Fund Report/Fundraising (Debby Perry)**
Falcon is at \$219,500, 52%. Phoenix is at \$238,040, 52%.
- b. **Act to Approve 2019-2020 Pay Scale for Discovery I**
Ms. Sanchez moved to approve the salary schedules for both Phoenix and Falcon, Second: Ms. Eagle, Aye: Ms. Eagle, Mr. Foisie, Ms. Lee, Ms. Sanchez, Mr. Spieler
- c. **Act to Approve 2019-2020 Pay Scale for Discovery II**
See b.

- d. Act to Approve Contract for Playground Architectural Services
Ms. Eagle moved to approve the contract for playground architectural services,
Second: Ms. Lee, Aye: Ms. Eagle, Mr. Foisie, Ms. Lee, Ms. Sanchez, Mr. Spieler
- e. Act to Approve Bid for Solar Installation for Discovery II
Ms. Eagle moved to accept Solar Technologies bid for solar installation for D2,
Second: Mr. Foisie. Motion withdrawn with more questions on a contract.
Ms. Eagle moved to accept Solar Technologies bid for solar installation at
Discovery 2. Second: Mr. Foisie. Aye: Ms. Eagle, Mr. Foisie, Ms. Lee, Ms.
Sanchez, Mr. Spieler
- f. Discussion: Board Member Appointments in Finance Committee and Audit
Committee
Members in Finance Committee will continue to be kept separate from the Audit
Committee.
- g. Discussion: Desired Skills for Prospective Board Members
Skills in strategic or business planning, or finance background. In the past, the
board had desired a background in education. Experience with Discovery, and has
attended board meetings. Perhaps another D2 parent, although those serving on the
board would represent both schools, not just one.
- h. Discussion: Process for Evaluation of Goals of Executive Director
Barb has documentation that she will send to the board. The board will set a
timeline next month.
- i. Discussion: Process for Board Self-Evaluation
The board will fill out the board assessment forms and will meet on Saturday, June
2.
- j. Discussion: Extended Care Scholarships/Financial Aid
The committee had a meeting yesterday, May 14. The committee is coming up with
a process for enrollment and financial aid, and also deciding what to allocate with
financial aid. There will be a budget cap, but the board may provide more, based on
need. More information to come June 10.
- k. Changes to the Minutes: III. b. Changed to Debby Perry, not Debbie Perry.
VI. b. Changed to: Santa Clara County PAC.
Motion to Approve the Minutes as amended: Ms. Eagle, Second: Ms. Sanchez,
Aye: Ms. Eagle, Mr. Foisie, Ms. Lee, Ms. Sanchez, Mr. Spieler

V. 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

- Ms. Eagle reminded the Board and administration that past practice has been for any contracts, documents and policies that require review to be submitted within a two month period. First month for discussion and review, and second month for discussion, review and vote.
 - Submission of Board Committee Appointment Records: The board will fill out the records for existing committees, and discuss next meeting.
 - No member of the board will delete any document in MediaFire folders and will notify the board of misplaced items.
- b. Reports: Committees/Correspondence/Activities
- Mr. Spieler had the coffee hour at D1. He will do another coffee hour at D2, May 22.
 - Election Committee: A meeting was held May 13. Interviews will be scheduled for new candidates.
 - The board may look into outreach for recruitment. Christiana met with the CSCA regional director for a legislative update on Charter Schools. The board can send educational articles to community newsletters.
 - Ms. Eagle spoke and presented about Charter Schools at an event for the Almaden Community Association, along with the CSCA regional director.
- c. Board Calendar:
- June 1, 12PM, RM2: Self-Evaluation Meeting
- June 10, 6:30pm, Regular Board Meeting, Election
- Ms. Eagle will speak at graduations on June 12 at Phoenix, June 19 at Falcon
- d. Future Agenda Items:
- Enrollment report
- LCAP
- Budget
- Board Calendars
- Solar Installation Contract

VI. ADJOURN 9:58PM