



DISCOVERY CHARTER SCHOOL BOARD OF DIRECTORS

REGULAR MEETING OF THE BOARD OF DIRECTORS DISCOVERY CHARTER SCHOOL

Discovery Phoenix Campus, Room 2 - 4021 Teale Ave, San Jose CA
Wednesday, September 25, 2019
6:30 P.M.

MINUTES

I. CALL TO ORDER

President Spieler called meeting to order at 6:34pm

- a. President Spieler established the existence of a quorum, with the following members present:
Present: Mr. Spieler, Ms. Lee, Ms. Sanchez, Ms. Eagle, & Mr. Foisie
- b. Agenda - On a motion made by Ms. Lee, seconded by Mr. Foisie, the Board approved the addition of Section III REPORT ON CLOSED SESSION to agenda *Government Code section 54954.2, subdivision (b)(2)* the Board voted to approve motion 5-0-0. Aye: Mr. Spieler, Ms. Lee, Ms. Sanchez, Ms. Eagle, Mr. Foisie Secretary inserted new item as III. REPORT ON CLOSED SESSION and agenda renumbered accordingly.
- b. Pledge of Allegiance was led by President Spieler.

II. CLOSED SESSION 6:36pm

III. OPEN SESSION 6:59pm

IV. PUBLIC COMMENTS

No public comments.

V. REPORTS

a. **Student Council Representative** – no show. Will report next board meeting.

b. **Phoenix PSC Report**

Karen Yorn reported that the first day of school coffee went well. PSC held a back to school picnic and tie dye event. New parent training and orientation ending. Parent will be in class room on 9/30. There is a new parent leading sponsorships, directory and events. Fall festival will be held in October and will have a western theme this year. After school classes also begin in October. Discovery Fund Run (aka Laps for Learning) will be held in November. Selectives start Monday.

c. Financial Reports – FY19 Year End Budget & FY20 Financials

Dena Koren of EdTec reported on 2018-19 Year-End Unaudited Actuals and a 2019-20 Financial Update.

d. Superintendent/Phoenix Campus Director Report (Debby Perry) Ms. Perry reported that PA101 was a success. The American Heart Association chose Discovery as a recipient of a free CPR Training Kit. This kit will be shared to both schools and middle school students will have the opportunity to learn CPR. We installed another AED Defibrillator on the Phoenix campus, and now each school has two. Our new field has exposed our students to some potential hazards in the parking lot area and so staff had to close parking gates. We will require more fencing. The playground play structure will be installed at the end of November. There will be a ribbon cutting ceremony planned. Staff Breakfast (sponsored by the Board) will be this Friday. Miki Walker and Debby are working on updating the employee handbook. Annual Fund off to a very poor start this year. Phoenix campus at 13% and Falcon campus at 21% participation.

e. Falcon Campus Director Report (Miki Walker) Ms. Walker that the 8th graders have been taking on leadership responsibilities for campus events. She has heard back from families and students of the graduating class of 2019. Most of them are in accelerated programs in their new high schools. October there will be a flash mob event on campus to kick off the arts theme this year. They campus and students are taking a proactive approach to mindfulness this year. There is a new Guardian Program in San Jose. Police are making rotating visits to campuses, and we had one visit already. To boost enrollment on the Phoenix campus we have sent out two email and have one more planned for next week. There has been some interest as a result (mostly in the 95123 zip code area) To date Miki has given 10 tours. We have 5 offers out, and currently have enrolled 2 new students.

VI. ACTION / DISCUSSION / INFORMATION ITEMS

a. Discovery Experience Survey Results

Ms. Lee informed the Board that the survey compilation is taking longer than planned, therefore; we will not be presented with this information until October.

b. Determination of staff group roundtables and process.

It was discussed that the roundtable staff discussions will keep the same format as last year. Board suggested topics such as curriculum, middle school program, the integration of enrichments in classrooms, and classroom visits. Ms. Perry to draft a schedule and the Board will review.

c. Committees Status – discussion – on what standing committees the board currently has active. On a motion made by Mr. Spieler, seconded by Ms. Lee, the Board voted on the following: we resolve that the only currently existing standing committees are the Audit, Finance, Discovery Experience, and the Diversity committee, and that all other committees that may current be in existence is permanently disbanded. Approved 5-0-0. Aye: Mr. Spieler, Ms. Lee, Ms. Sanchez, Ms. Eagle, Mr. Foisie

d. Annual Fund – Implement Development Committee

On a motion made by Mr. Spieler, seconded by Ms. Sanchez, the Board voted to Create a Development Committee to focus on the Annual Fund, to be comprised of two Board members, parents and teachers. Approved 5-0-0. Aye: Mr. Spieler, Ms. Lee, Ms. Sanchez, Ms. Eagle, Mr. Foisie.

Ms. Vella will head the Development Committee with the assistance of Mr. Foisie.

e. School Surveys

Ms. Perry reported that there will be two surveys to our community in November. One is for the LCAP and the other is the Parent/Staff/Student Survey. If the board wishes to comment on the surveys they have until October 15th to do so. A second Parent/Staff/Student Survey will be sent out in the spring.

f. Policy Audit Review

Mr. Spieler spoke with attorney to discuss process, cope and costs. Attorney recommends we send a list of current policies we have and will give costs once we collect and send everything. They will review for consistency as well as make recommendations for polices we should have. Executive Director Debby Perry will start process by collecting and sending all policies.

VII. 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.

On a motion made by Ms. Sanchez, seconded by Mr. Foisie the Board voted to approve the consent calendar as presented. Approved 5-0-0. Aye: Mr. Spieler, Ms. Lee, Ms. Sanchez, Ms. Eagle, Mr. Foisie.

VII. 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

Discussion around SB126 – Open Meetings at each school site required by law.

Ms. Lee will be responsible for putting together solutions and a plan for Discovery.

b. Reports: Committees/Correspondence/Activities

Mr. Foisie informed the Board the Finance Committee will be meeting on October 14.

Ms. Sanchez and Ms. Lee reminded the Board of the Board Staff Breakfast on Sept. 27 7:30am.

CONSENT CALENDAR – PULLED, Amended & reapproved.

Member of audience informed Board incorrect dates on both minutes for 8/28/2019 & 9/16/2019. Consent calendar was repulled. On minutes for 8/28/2019 - item IV, b -Reports date was incorrectly listed for Board Staff Breakfast. On a motion made by Ms. Lee, seconded by Ms. Sanchez the Board voted to approve the correct date of Oct 27 as amended. Approved 5-0-0. Aye: Mr. Spieler, Ms. Lee, Ms. Sanchez, Ms. Eagle, Mr. Foisie.

On minutes for 9/16/2019 item III, a 5 –Leadership Plan/ED Goal Setting should have been written as a closed session meeting with the date corrected for Oct. 22 to Oct. 21. On a motion made by Ms. Lee, seconded by Ms. Sanchez the Board voted to approve as amended. Approved 5-0-0. Aye: Mr. Spieler, Ms. Lee, Ms. Sanchez, Ms. Eagle, Mr. Foisie.

c. Board Calendar

i. Set Date for Strategic Plan – Special Meeting to review document

Date set for November 5 – 6:30pm

ii. Board Member sign ups/assignments to events

Board to do via email. Ms. Eagle to collect dates given.

d. Future Agenda Items

Student representative will attend

Special Education (Discussion)

Discovery Experience Survey report

Committee chairs to bring in committee summary sheets

Open Meeting SB126 - Teleconferencing (Ms. Lee to lead)

Additional SB126 requirements review

Policy Audit review status (Ms. Perry/Mr. Spieler)

Enrollment reports

e. Poem of the Month – My Dog Ate My Essay, by Darren Sardelli

VII. ADJOURN

The Board adjourned without objection at 9:31 P.M.