



DISCOVERY CHARTER SCHOOL BOARD OF DIRECTORS

REGULAR MEETING OF THE BOARD OF DIRECTORS DISCOVERY CHARTER SCHOOL

Wednesday June 20, 2018

Minutes

- **CALL TO ORDER**

- Vice President McCreary called the meeting to order at 6:31 P.M.
- Vice President McCreary established the existence of a quorum, with the following members present: Mr. Mettler, Ms. McCreary, Ms. Eagle, Ms. Sanchez, and Mr. Shepherd.
- The Pledge of Allegiance was led by Ms. McCreary.
- The Agenda was amended as follows:
 - Approve 2018-2019 Budget moved to later in Section IV
 - Act to Approve Compensation Comparability Study moved to end of Section IV

- **PUBLIC COMMENTS**

- None

- **REPORTS**

- **Falcon PSC** – Auction was successful and raised almost \$27,000.
- **Acting Superintendent Report/Phoenix Campus Director Report** – Debby Perry reported that 8th grade graduation went well. Custodian Miguel Juarez became a citizen and the school had a celebration. Staff used a professional development day to reflect on the positives and plan for next year, including analysis of reading interventions. Purchased some curriculum materials from SPARK charter school. Position is open for a Resource Specialist. Debby Perry has a summons for Jury Duty.
- **Falcon Campus Director Report** – Miki Walker reported that graduation is June 21 at 9AM, with 19 graduates this year. No Box City event was held this year, but will occur in Fall 2018. At the staff meeting, new software Novare was introduced for student assessment reporting. Two teaching positions remain open.

- **ACTION / DISCUSSION ITEMS**

- **Facilities** – Moreland MOU still in negotiation. Debby to meet with Superintendent on July 19. Civic Builders Investment Fund was discussed as a possible financing vehicle in the future. Falcon bathroom project has a kickoff meeting tomorrow and will begin work on the following Monday.
- **Update Corporate Bylaws** – Debby Perry shared the changes required by the MOU with SCCOE. Debby to ask our legal team about County Appointed Director being a voting member and us not having the ability to remove County Appointed Director for cause. Board will revisit Bylaws changes next month.

- **Budget Workshop** – EdTec presented financials and held a budget workshop with the Board. Extended care was questioned whether we use it as a revenue generator or potentially use as a recruitment tool for diversity. Several Board members asked about enrollment and waiting lists to make sure budget revenue was realistic.
- **Year End Accrual Process** – Debby shared the process. No Board Action.
- **Lottery Policy for DII** — On a motion made by Ms. Eagle and seconded by Ms. McCreary, the Board voted on Motion #180620.1 to approve the DII Lottery Policy as submitted. Approved 4-1. Mr. Mettler – Aye, Ms. McCreary – Aye, Mr. Shepherd – Aye, Ms. Sanchez – Nay, Ms. Eagle – Aye.
- **Suspension Expulsion Policy** – On a motion made by Ms. McCreary and seconded by Ms. Sanchez, the Board voted on Motion #180620.2 to approve the Suspension and Expulsion policy as submitted. Approved 5-0. Mr. Mettler – Aye, Ms. McCreary – Aye, Mr. Shepherd – Aye, Ms. Sanchez -- Aye, Ms. Eagle – Aye.
- **Community Action Plan** – The Board discussed the Community Action Plan for Falcon campus and took no action, this will fall under the realm of administration.
- **Charter Renewal DI** – A task force will be set up to handle this process to engage multiple stakeholders and share the work. Debby spoke with her leadership team about it. Debby will lead the task force and report monthly to the Board on developments.
- **LCAP** – LCAP for both campuses were reviewed and discussed. There is a new template from the state. Debbie and Miki will take training on the process next school year. We are in the middle of a three year cycle of goals. A new plan cycle will start with 2019-2020 school year. On a motion made by Ms. Eagle and seconded by Mr. Mettler, the Board voted on Motion #180620.3 to approve the LCAP for both campuses as presented. Approved 5-0. Mr. Mettler – Aye, Ms. McCreary – Aye, Mr. Shepherd – Aye, Ms. Sanchez -- Aye, Ms. Eagle – Aye.
- **Budget Approval** – On a motion made by Ms. Eagle and seconded by Mr. Mettler, the Board voted on Motion #180620.4 to approve the 2018-2019 school year Budget as presented. Approved 4-0-1. Mr. Mettler – Aye, Ms. McCreary – Aye, Mr. Shepherd – Abstain, Ms. Sanchez -- Aye, Ms. Eagle – Aye.
- **Compensation Comparability Study** – Ms. McCreary shared the Executive Director compensation surveys received from EdTec and our Legal firm. Consideration was given to Dale Jones' previous salary and salary schedule plus stipend in Debby Perry's current role as Acting Superintendent.

- **CLOSED SESSION 8:51PM**

- **Public Employment; Superintendent/Executive Director**

- **OPEN SESSION--ACTION ITEMS 9pm**

- **REPORT OF CLOSED SESSION** – No action taken. The Board Reviewed the employee-signed employment contract.
- **Executive Director/Superintendent Contract** – Ms. McCreary orally reported the terms of the employment agreement to be considered between Discovery Charter Schools and Debby Perry. On a motion made by Ms. McCreary and seconded by Mr. Mettler, the Board voted on Motion #180620.5 to approve the employment contract with Debby Perry. Approved 5-0. Mr. Mettler – Aye, Ms. McCreary – Aye, Mr. Shepherd – Aye, Ms. Sanchez -- Aye, Ms. Eagle – Aye.

- **APPROVAL OF CONSENT CALENDAR**

- On a motion made by Ms. Eagle and seconded by Ms. McCreary, the Board voted on Motion #180620.6 to approve the consent calendar. Approved 5-0. Mr. Mettler – Aye, Ms. McCreary – Aye, Mr. Shepherd – Aye, Ms. Sanchez -- Aye, Ms. Eagle – Aye.

- **BOARD MEMBERS' REPORTS / CORRESPONDENCE / BOARD OPERATIONS / RECOGNITION**

- Board Operations – Ms. McCreary received a resignation from Ms. McCreary effective after the July Regular Board Meeting is adjourned. She cited family and business requirements as reasons for needing to step down. She also recommends that the Board appoint Joel Mettler to her seat. The process for onboarding new Board members was written into a chart and shared by Ms. Eagle. The Board adopted the new onboarding process into Board Manual. Our legal firm will host a Brown Act and legal training session on July 17. Dena Koren with EdTec will host a Board financial training session.
- Board Committees – none
- Correspondence – Email received from a parent to the Board. Ms. McCreary to respond. Mr. Mettler corresponded with a PSC member.
- Next Regular Board Meeting is July 19. Next Special Meeting is June 25 for Board evaluation.
- Future Agenda Items: For July 2018: Extended Care internal process, Charter Timeline from Debby, Officer election, Accept Joan's resignation, Act to replace Board vacancy, Enrollment data going forward from, Seat new Board members.

- **MINDFULNESS MOMENT**

- Ms. McCreary led us in a mindfulness moment.

- **ADJOURN**

- The Board adjourned 9:47 P.M.