



## DISCOVERY CHARTER SCHOOL BOARD OF DIRECTORS

### REGULAR MEETING OF THE BOARD OF DIRECTORS DISCOVERY CHARTER SCHOOL

Wednesday May 17, 2017

## Minutes

- **CALL TO ORDER**
  - President Morris called the meeting to order at 6:30 P.M.
  - President Morris established the existence of a quorum, with the following members present: Mr. Mettler, Ms. McCreary, Ms. Morris, Mr. Shepherd, and Ms. Eagle.
  - Agenda amended to add Discovery I student representative
  - The Pledge of Allegiance was led by Ms. Morris.
- **CLOSED SESSION STARTED – 6:31PM**
- **OPEN SESSION STARTED – 6:54 PM**
- **PUBLIC COMMENTS**
  - None
- **REPORTS**
  - **Report on closed session** – No actions taken
  - **Discovery I Student Representative** – Lauren Romard, reported that students were thankful for the new water filling station. Students would like cleaner boys bathrooms. Students would like mirrors and smaller gaps between the stalls in the girls bathrooms. Students would like basketball hoops and more sports equipment too. Students would like better wifi.
  - **Discovery II PSC** – Tricia Mutobe reported that the auction raised a little more than \$17K. Box City is in full swing and will take place the week of June 5. Book Fair starts June 14. Latin America Day is now Heritage Day and will feature cultures from around the world and will take place June 15 at Lunchtime.
  - **Discovery II Teacher Presentation** – Michelle Coyte and Ileen Urban presented for the 2<sup>nd</sup> grade. Michelle's class was very interested in rocks this year so rocks were worked into curricula for all subjects. The students published a book on rocks with each student contributing one or two pages. Ileen's class had interests in animals and bio-systems. One of the projects was studying oil spills and effects on shells, rocks, and feathers.
  - **Financial Report (EdTec)** – Cheryl Leong was not able to attend so Libby guided us through the financial reports.
  - **Discovery I Diversity Task Force** – Some suggestions were childcare co-op, buddy families, and alternative participation to help increase diversity.

- **Executive Director Report** – Dale Jones reported having met with Superintendent of SJUSD. They are interested in our homeschool program. Dale held LCAP parent meetings for both campuses and also reviewed the student, staff, and parent surveys. Still waiting on Prop 39 funds for energy.
- **Discovery I Director/Assistant Superintendent Report** – Debby Perry reported that Discovery I had a surprise visit from the SCCOE Charter Office. Visit went well. Audit is taking place during last week of school. School-wide field trip to Makers Faire is Friday. The International Space Station proposal was accepted today. Paula Simka helped with the preparing the proposal.
- **Operations Report** – Discovery II annual fund participation is at 248 donor families averaging \$535. Discovery I annual fund participation is at 318 donor families averaging \$725. Enrolment for 2017-2018 for Discovery I is 565 and for Discovery II is 587
- **Discovery II Director Report** – Miki Walker reported she also had a visit from SCCOE Charter. She also went to a brief charter renewal meeting. CAASPP testing is happening right now. Today the student winner for Principal for the day shadowed Miki.

- **ACTION / DISCUSSION ITEMS**

- **Introduction of Board Applicants** – Libby Morris and Christiana Sanchez
- **Facilities** – Estimate for bathrooms sent to SJUSD. Walls will cost an additional \$98K.
- **Discovery I Salary Schedule** – One time increase of 3%. Mr. Mettler moved to approve the Discovery I Salary Schedule proposal with the increase. Ms. Eagle seconded. The Board voted on Motion 170517.1 and approved the motion 5-0. Mr. Mettler – Aye, Ms. McCreary – Aye, Ms. Morris – Aye, Mr. Shepherd – Aye, Ms. Eagle
- **Discovery II Salary Schedule** – First year increase of 3.5% with an additional 3% increase next fiscal year. Mr. Mettler moved to approve the Discovery I Salary Schedule proposal with the increase. Ms. Eagle seconded. The Board voted on Motion 170517.3 and approved the motion 5-0. Mr. Mettler – Aye, Ms. McCreary – Aye, Ms. Morris – Aye, Mr. Shepherd – Aye, Ms. Eagle
- **LCAP** – Paula Simka went to training and helped Dale with LCAP preparation. The documents are still in process as Debbie Devine and Cheryl are still gathering some information
- **Survey Results** – Dale introduced the concepts of Universal Design and Inclusion at the meetings and shared his slides at the board meeting. Both schools had good return rates of surveys: Discovery I 346 responses, Discovery II 300 responses. Dale share data from the Parent, Staff, and Student surveys.
- **Executive Director Goals** – SARB had another meeting. BTSA had a teacher drop out which means she will have to start over next year. Dale met with Cupertino BTSA, if we adopt their model it will be a lot of work to set up but should be easier for teachers going forward.

- **CONSENT CALENDAR**

- On a motion made by Ms. Eagle and seconded by Ms. McCreary, the Board voted on Motion #170517.3 to approve the Consent Calendar. Approved 5-0. Mr. Mettler – Aye, Ms. McCreary – Aye, Ms. Morris – Aye, Mr. Shepherd – Aye, Ms. Eagle

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

- Board Calendar -- Next Regular Board Meeting will be June 19, 2017.
- Board Operations – Evaluation form changes back to Ms. McCreary with a special session in June TBA. Meeting calendar for next Fiscal Year to be updated by Mr. Shepherd. Mr. Shepherd and Ms. McCreary to meet to revise Board Manual. We need a succession plan.
- Board Election Committee – Met this morning and will be setting up an interview with Christiana Sanchez. Will recommend and vote in June Meeting.
- Future Agenda Items: Update on Charter Renewal in June, Board Self-Assessment in June, Budget approval in June, Discovery I Graduation June 15. Discovery II Graduation June 22. Field Trip Analysis in July/August. Board Calendar in June.

- **MINDFULNESS MOMENT**

- Ms. Morris led us in a mindfulness moment.

- **ADJOURN**

The Board adjourned without objection at 9:22 P.M.