



DISCOVERY CHARTER SCHOOL BOARD OF DIRECTORS

SPECIAL MEETING OF THE BOARD OF DIRECTORS DISCOVERY CHARTER SCHOOL

Tuesday October 12, 2017

Minutes

- **CALL TO ORDER**

- President Morris called the meeting to order at 6:35 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. Sanchez.
- The Pledge of Allegiance was led by Ms. Morris.

- **PUBLIC COMMENTS**

- Sinead Delaney expressed concern about messaging for indoor recess and PE due to air quality. The email message had gone out that due to air quality PE and recess would be held indoors on Tuesday October 12, 2017. However the air quality changed and students were allowed outside. Ms. Delaney requested that a follow-up email would be sent out in the event this occurs again to keep parents informed.

- **ACTION / DISCUSSION ITEMS**

- **Falcon Campus Budget Analysis** – The Board reviewed five different budget scenarios. Scenario 5 was the only one without a budget deficit. Discussion led to questions about methodology of the scenarios including what the optimum enrollment is and staff cost per student. Brainstorming of ideas to increase enrollment ensued. A possibility included TK AM/PM class which has a little overlap but 16 students in the morning and 16 in the afternoon. Another possibility was to increase kindergarten classes and allow the bubble to flow through in subsequent years. Another possibility was to actively recruit Middle School through better messaging. It was decided that we would go back to Edtec and to further understand student cost per staff and optimal school size along with understanding of STRS cost growth.

- **Succession Planning** – Ms. Morris led The Board through a brainstorm session on succession planning. First was our biggest challenges which included Budget, Charter Politics, Facilities, Staffing, Special Education, and Leadership Vision. Ms. Morris then led The Board through desired skills of an Executive Director which included Financial Acumen, Fundraising, Networking, Facilities Knowledge, Project Management, Recruitment and Retention, Coaching, Hiring and Firing, HR Skills, IEP Negotioan/Legal Expertise, Communication, Education Administration, Operational/Systems Thinker, Business Training, Delegation, Leveraging Resources, Charter School Understanding. The Board discussed which of these skills we have in house currently and which were necessary in a leader.

- **ADJOURN**

- The Board adjourned at 8:39 P.M.