



DISCOVERY CHARTER SCHOOL BOARD OF DIRECTORS

REGULAR MEETING OF THE BOARD OF DIRECTORS DISCOVERY CHARTER SCHOOL

Wednesday October 19, 2016

Minutes

- **CALL TO ORDER**
 - President Morris called the meeting to order at 6:31 P.M.
 - President Morris established the existence of a quorum, with the following members present: Mr. Mettler, Mr. Kizraly, Ms. Eagle, Ms. McCreary, Mr. Shepherd and Ms. Morris. The agenda was approved as presented.
 - The Pledge of Allegiance was led by Ms. Morris.
- **OPEN SESSION** began at 6:31PM.
- **PUBLIC COMMENTS**
 - **Middle School Math Discovery I** – Ms. Zscherpel addressed the Board with a concern that her 7th grade child was not allowed to move up to a “higher” level math group.
- **REPORTS**
 - **Discovery II Teacher Presentation** – Sheila Saunders presented on behalf of TLC (The Learning Center). At the end of 2015-16 school year there were 75 students on IEP served by the TLC. With the students yet to be tested this year the amount may be as high as 110 students this school year, increasing the population to over 20%.
 - **Discovery I PSC** – Ryan Scharfy reported that PSC is working on getting parents signed up for school wide jobs. Current participation rate is about 31%. The PSC is hard at work preparing for the Harvest Festival on Saturday 10/29.
 - **EdTec** – Current 2016-17 Budget was reviewed. Next month we will review After Care financials
 - **Executive Director Report** – A neighbor at Discovery II put a board with nails under one of our parent’s car causing tire damage. Diversity task force met at Discovery II October 11 at 6:30. A survey was developed and distributed to Discovery II parents and will later be distributed to Discovery I parents with some version changes to the questions. There are currently five parents on the task force. Dale reported that he spoke at an architects’ convention in Philadelphia with our architect Bill Gould about designing school spaces for the 21st century. Dale also met recently with the CEO of CCCSA and he showed him the Home school, Special Day Class, and other classes at Discovery II.

- **Discovery 1 Director/Assistant Superintendent Report** – Open enrollment will be from 12/2/2016 to 2/2/2016 this year. For Discovery I staff development they participated in a scavenger hunt in Los Gatos. Friday October 21, both campuses will have another staff development joint session at Discovery II. The Discovery 1 leadership team went to a San Jose Sharks game. Debby sponsored a movie night under the stars at Discovery I and will sponsor at least four events on campus this year. The FLUency program has launched. The Anne Frank exhibit will be opening on Wednesday October 26 at Discovery I. The Book Fair was a success.
- **Operations Report** – Discovery II annual fund participation at 38% for a total of \$154,275.50. Discovery I annual fund participation at 45% for a total of 168,294.25. Discovery I enrollment is at 552 with 3 offers out. Discovery II enrollment is 546 with 3 offers out.
- **Discovery II Director Report** – Discovery II has launched its Science Lab in P24. The group decided to call it a Science Classroom as opposed to a Science Lab. There was an open house for the teachers and it went well. The room will be scheduled in blocks to allow for clean up. There will be an Anatomy selective held for the middle schoolers.

• **ACTION / DISCUSSION ITEMS**

- **Facilities** – The committee met and explored detached moveable dividers as opposed to walls for sound dampening at Discovery II. An advantage of these is lower cost. Discussed potential properties in Moreland School District and the realtor was a no show. Will look for a replacement.
- **Capacity Model for Special Education and IEPs** – A new professor from Montclair State in New Jersey will be joining the study. Next meeting Wed 10/26, 3:30pm at Discovery II.
- **Conflict of Interest Code** – The new Conflict of Interest Code was reviewed. A motion to approve the Conflict of Interest Code was made by Mr. Mettler, Ms. McCreary seconded the motion. The Board voted on Motion #161019.1. Approved 6-0. Mr. Mettler – Aye, Ms. McCreary – Aye, Ms. Morris – Aye, Ms. Eagle – Aye, Mr. Kizraly – Aye, Mr. Shepherd – Aye.
- **Roles and Responsibilities Matrix**—The Roles and Responsibilities Matrix was reviewed for Executive Director/Superintendent, Assistant Superintendent, and School Director delineating the responsibilities of each.
- **Goal Setting**—A new template for Goal Setting for the Executive Director was reviewed. Dale will fill out for each on new and on-going goal and will be discussed at future board meetings.

• **CONSENT CALENDAR**

- On a motion made by Ms. McCreary and seconded by Mr. Kizraly, the Board voted on Motion #161019.2 to approve the Consent Calendar. Approved 6-0. Mr. Mettler – Aye, Ms. McCreary – Aye, Ms. Morris – Aye, Ms. Eagle – Aye, Mr. Kizraly, Mr. Shepherd – Aye.

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

- Board Calendar -- Next Regular Board Meeting will be November 16, 2016.
- Ms. McCreary will be including introductions of Board Members in future newsletters similar to the one for Ms. Eagle in the last school newsletters. All Board Members shall provide Ms. McCreary with copy.

- Staff Appreciation. The Board will host a Staff Appreciation Happy Hour in November or December.
- Mr. Mettler reported that Finance is working on a Fund Balance Strategy.
- Future Agenda Items: Family Leave policy in November, EdTec YTD 2016-17 in November.
- Mindfulness Moment. Ms. Morris led us all in a mindfulness moment and all in the room shared.

- **ADJOURN**

The Board adjourned without objection at 9:01 P.M.