



DISCOVERY CHARTER SCHOOL BOARD OF DIRECTORS

REGULAR MEETING OF THE BOARD OF DIRECTORS DISCOVERY CHARTER SCHOOL

Wednesday August 17, 2016

Minutes

- **CALL TO ORDER**
 - President Morris called the meeting to order at 6:37 P.M.
 - President Morris established the existence of a quorum, with the following members present: Mr. Mettler, Ms. Eagle, Ms. McCreary, Mr. Kizaraly, Mr. Shepherd and Ms. Morris. The agenda was approved as presented.
 - The Pledge of Allegiance was led by Ms. Morris.
- **CLOSED SESSION** began at 6:38PM – The Board conferenced with Legal Counsel.
- **OPEN SESSION** began at 7:00PM. There were no public comments.
- **REPORTS**
 - **Closed Session** – No action was taken during Closed Session on 8/19.
 - **Executive Director Report** -- D2 opened successfully. SJUSD completed their repairs to the Discovery II site on time. There are 3 Homeschool classes this year. The special day class has 9 students. Extended care has twice the capacity as last year with families on the waiting list.
 - **D1 Director Report** – D1 had successful first day with assembly and staff development day prior to first day. Discovery will run a morning and afternoon After Care Program on site.
 - **Operations Report** – D2 annual fund at 10%. D1 was first day of school so no data yet. D1 enrollment is at 558 with offers out and 507 on waitlist. D2 enrollment is 548 with about 250 on waitlist.
 - **Financial Report** -- **Dena Koren reported that** results for 2015-2016 fiscal year are almost final. The Board requested separate income statements for Home School, Special Day and After School programs going forward. The Board requested ADA assumptions for next three years in the budget. The Board requested the Finance Committee examine a policy for spending of excess funds on an annual basis and guidance for use of the reserve funds. Dena presented an update for the current 2016-2017 budget.
- **ACTION / DISCUSSION ITEMS**
 - Class sizes have increased in D2 Kinder classes from 22 to 24, in agreement with staff. [The Board recessed from 7:37PM to 7:43PM]

- The Board discussed property at 3257 Payne Ave., San Jose, CA. The property owners rejected all purchase offers but long term lease is still possible. Ms. Eagle moved to appoint Mr. Mettler as agency negotiator for the lease of property located at 3257 Payne Ave, San Jose. Mr. Kizaraly seconded the motion. The Board voted on Motion #160817.1 and passed 6-0 Mr. Mettler – Aye, Ms. McCreary – Aye, Ms. Morris – Aye, Ms. Eagle – Aye, Mr. Kizaraly – Aye, Mr. Shepherd – Aye.
- Discovery II bathroom remodel plans are expected from Artik.
- The Board discussed new maternity leave for teachers based on the new Education Code 44977.5. It was recommended Discovery look into Short Term Disability insurance. Next step is for Dale to seek help with writing the policy
- The Board discussed the recent draft of an Administrative Roles and Responsibilities chart.

- **CONSENT CALENDAR**

- On a motion made by Ms. McCreary and seconded by Mr. Mettler, the Board voted on Motion #160817.2 to approve the Consent Calendar. Approved 6-0. Mr. Mettler – Aye, Ms. McCreary – Aye, Ms. Morris – Aye, Ms. Eagle – Aye, Mr. Kizaraly – Aye, Mr. Shepherd – Aye.

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

- Board Operations – D2 director is welcome at the Board table at meetings and will be encouraged to attend. President Morris suggested two year officer term limits.
- Annual Fund Development – Large scale tree posters will be up at each school where those who contribute can fill out a leaf. Board to host a Telethon phone bank in November.
- Facilities – Facilities committee to meet 8/20/16. Board needs some advice on financing a future site.
- Board Calendar - Next Regular Board Meeting will be September 22, 2016.
- Future Agenda Items: Family Leave policy, Officer Term Limits, Capacity Model for Special Ed, 2016/2017 Annual Budget.

- Open Session ended at 10:11P.M.

- **CLOSED SESSION** began at 10:20 PM.

- The Board began the Executive Director's annual review.
- The Board agreed not to pursue a lease of the property at 3257 Payne Ave., San Jose, CA

- **ADJOURN**

The Board adjourned without objection at 10:56 P.M.