SPECIAL MEETING OF THE BOARD OF DIRECTORS
DISCOVERY CHARTER SCHOOL
4021 Teale Ave, San Jose CA  95117
Monday, June 9, 2016

Minutes

• CALL TO ORDER
  o President Eagle called the meeting to order at 6:07 P.M. President Eagle established the existence of a quorum, with the following members present: Mr. Mettler, Ms. McCrea, Ms. Morris, Mr. Kizaraly and Ms. Eagle.
  o The agenda was approved as presented.

• PUBLIC COMMENTS
  o There were no public comments.

• ACTION/DISCUSSION/INFORMATION ITEMS
  o Board members conducted a self-assessment for the 2015-2016 school year and set goals for 2016-2017. The Board reviewed comments from parent surveys related to the Board, shared individual self-assessments and individual whole board assessments from each Member and both Directors.
  o A list of goals and Action items was generated, attached to these minutes.

• ADJOURN
  o The Board adjourned without objection at 8:05 P.M.
June 9, 2016 Special Board Meeting

Board Goals for 2016-2017

1. Improve survey responses on Board questions by increasing Board visibility to community
2. Brown Act training for all Board members
3. Increase Annual Fund participation to 100% - start with 20 percentage point increase and DII and 5 percentage point increase at DI.
4. Drive Strategic Plan implementation

Board Action Items for 2016-2017

1. Update next version of Self-Assessment
   a. Plug in goals to review, similar to ED review process
   b. Increase standards for Board performance to be more personal to our situation, i.e. avoid micro managing/speaking for Board/etc
2. Finance Committee to meet quarterly
3. We can do better with higher profile contacts and visibility
4. Update Executive Director job description
5. Directions to Dale:
   a. Renew efforts on Spanish Language Translation
   b. Communications about organizational changes need to be planned and coordinated among staff
6. Build strategic plan timeline into Board calendar
7. Update instructions to teacher presenters: Keep to 25 minutes in respect for their time, and no tours
8. Change Board meeting start time to 6:30PM
9. Send youth photos to Barb for bio sheet
10. Add guidelines to Board Manual for wearing nametags
11. Give refresher overview of all policies to Board