



DISCOVERY CHARTER SCHOOL BOARD OF DIRECTORS

REGULAR MEETING OF THE BOARD OF DIRECTORS DISCOVERY CHARTER SCHOOL

**Virtual Board Meeting
Wednesday, April 22, 2020
6:30 P.M.**

MINUTES

I. CALL TO ORDER

President Spieler called meeting to order at 6:32pm

- a. President Spieler established the existence of a quorum, with the following members present:
Present: Mr. Spieler, Ms. Lee, Ms. Sanchez, Ms. Eagle, & Mr. Foisie
- b. President Spieler confirmed our virtual connections are working
- c. On a motion made by Ms. Vella, seconded by Ms. Lee, the Board moved to approve the agenda. motion 5-0-0. Aye: Mr. Spieler, Ms. Lee, Ms. Sanchez, Ms. Eagle, Mr. Foisie.
- d. Pledge of Allegiance was led by President Spieler.
- e. Rules of order for virtual meeting were establish.

II. CLOSED SESSION 6:34pm

III. CLOSED SESSION REPORT 7:05pm

President Spieler reported that the board moved to accept one teacher resignation and one non-renewal of contract. 5-0-0. Aye: Mr. Spieler, Ms. Lee, Ms. Sanchez, Ms. Eagle, Mr. Foisie.

IV. OPEN SESSION

- a. No Public comments

V. REPORTS

a. Financial.

Board reviewed current fiscal report.

b. Superintendent/Phoenix Campus Director Report (Debby Perry)

Ms. Perry Reported that COVID situation has changed our working landscape. She was contacted by our bank (Chase) to apply for the Paycheck Protection Program Loan (PPP). Ms. Perry submitted our financial information and we applied for the protection loan with assistance from EdTec.

At this time there are no more fundraising events. EdTec is predicting a -5% COLA. Government will announce in September what our COLA will be and looking for ways to address the budget. SPED has been working hard on IEP and 504 meeting weekly. The team are meeting the needs of our students to best of their ability. Ms. Perry is meeting weekly with staff. Staff is doing ok but tired. The distance learning roll out was successful, but a heavy amount of work. LCAP will require board approval by July 1, 2020. Board will most likely see the LCAP when available in May. LCAP due to be completed by September 15. July 1, operation plan due for Board review.

Phoenix PSC – is currently planning staff appreciation week coming up soon. They are working with parents to send e-certificates to staff. Virtual art gallery will happen thru a zoom art class and then posted to the community. May 29 is a shopping network. May 8 trivia night for 6-8 grades. There is a plan for a Discovery cookbook. Class enrichment and selectives start in May. Community seeks less time on computers and so the plan is to have a Friday free computer day for the students.

Annual Fund - DCS Falcon \$260,358.07 and \$50,540.78 in matching. Participation at 42%

DCS Phoenix \$271,515.36 and \$96,364.00 in matching. Participation at 44%

Ms. Sanchez asked for more information on SPED support & have we had feedback from those receiving services? Debby says feedback has been positive. Miki said making services available and delivering as best we can. Both Directors also attended a webinar and are working closely with the County Attorney and County Ed Director to make sure that we are delivering is appropriate for the COVID situation.

Ms. Perry informed the Board that Kindergarten Round-up has been planned. The event will be held differently. There will be webinars and zoom meetings. This will be the way we will learning from pre school teachers and parents about those kinders.

All staff/admin office are in the office and available. Shout out to Kim and Susie for being there to support the community.

c. Falcon Campus Director Report (Miki Walker)

Ms. Walker reported that this is the first week back from spring break for the Falcon campus. Staff loves the Friday staff planning days and thanked Board for supporting the offline instruction on Fridays. Enrollment is strong this year, but process is slow. Home school looking for extra people since everyone now is doing distance learning. CDC is considering extending their deadlines to June 30, 2020. The CDC will be meeting May 13 to decide about the extension on projects – this relates to our solar panels project.

Mr. Spieler asked - If the deadline does not get extended will we be on track? Ms. Walker replied that we should be OK.

Ms. Perry informed us that in March she contacted SJ Unified and let them know we would be interested in moving to a new site. SJ Unified is currently doing a study in spring to see about building housing. This will affect us if we want a new site.

d. Student Council Rep –(No show)

VI. ACTION / DISCUSSION / INFORMATION ITEMS

a. Act to approve agreement for charter school retirement reporting services

Retirement reporting services. STRS – for teacher certificated staff. Document reports that county will receive the money, and then county will submit into STRS. On a motion made by Ms. Sanchez, seconded by Ms. Lee, the Board voted to approve the agreement for charter school retirement reporting services. Approved 5-0-0. Aye: Mr. Spieler, Ms. Lee, Ms. Sanchez, Ms. Eagle, Mr. Foisie.

b. Election Committee – Calendar dates & committee activity.

Ms. Sanchez reported that the Election Committee did not meet, but held an info meeting with some potential candidates on April 5. Calendar and time line sent out already. Applications due May 10th. May 18- May 22nd interviews. June we will have election. Seated July 1.

c. Status review and discussion regarding strategic plan

Mr. Spieler requested that the Board report on status. Members reported the following:

Fundraising and development section – completed. Facilities section - completed.

Discovery Experience – committee met last week.

Ms. Eagle reminded members to post agenda and publish committee minutes. We will combine the section drafts into one document so we may review. Special meeting planned for May 12, 6:30pm to discuss the Strategic Plan. Board will send all sections to Mr. Spieler next week. Ms. Eagle requested that the Board include the community when document is assembled for feedback.

d. Review and approve Education for Foster Youth Policy (Policy #04222020)

Mr. Spieler presented the board with changes and revision to policy gathered while working with our attorneys. Mr. Foisie noted that the policy had content stating that our organization would supply records within two days of a request, and was this something our staff could support. Our Business Manager, Ms. Devine confirmed that the staff could accommodate a request in two days

On a motion made by Ms. Lee, seconded by Mr. Spieler, the Board voted to approve the Education for Foster Youth Policy as amended (updating the title and representative name, and placing policy number coding on document). Approved 5-0-0. Aye: Mr. Spieler, Ms. Lee, Ms. Sanchez, Ms. Eagle, Mr. Foisie.

e. Begin Annual Board Self Assessment

Ms. Eagle told the Board that it is time for our Annual Board Assessment. This time in the process she would like include feedback from the community and she would bring back a proposed plan of the process. She would like to include directors, teacher and parents.

VII. APPROVAL OF CONSENT CALENDAR (ACTION)

These agenda items are considered routine and will be approved in one action without discussion.

If a Board member requests that an item be removed from the Consent Calendar or a citizen wishes to speak to an item, the item will be considered under Action Items.

Consent calendar pulled.

On a motion made by Ms. Lee, seconded by Mr. Foisie the Board voted to approve the minutes for March 25 with requested corrections. Approved 5-0-0. Aye: Mr. Spieler, Ms. Lee, Ms. Sanchez, Ms. Eagle, Mr. Foisie.

March 26 Minutes had a missing start time. Secretary Eagle will review past meeting notes , add the time and bring back Minutes for 3/26/20 to next regular board meeting

VIII. BOARD MEMBERS' REPORTS / CORRESPONDENCE / BOARD OPERATIONS / RECOGNITION

This is an opportunity for Board members to address activities, correspondence, and operations and to acknowledge or recognize specific programs, activities, or personnel.

a. Board Operations

Board getting use to the zoom meetings format.

Ms. Lee asked that we remember to bring back Teacher Roundtables when we begin school again in the fall.

b. Reports: Committees/Correspondence/Activities

Ms. Sanchez informed the board that she spoke with our directors about seeking out African American & Latino teaching candidates.

c. Board Calendar

May 12, 2020 we will hold special board meeting – review of strategic plan

May 27, 2020 we will hold our regular board meeting

d. Future Agenda Items

Strategic Plan document prepared to be shared with community stakeholders.

Board Assessment Process documents and time lines including plan to include stakeholders in the process.

Bring back minutes from March 25 with correct time.

e. Poem of the Month – Ms. Lee read – “Rainbow” by W.H Davies in honor of Earth Day

IX. ADJOURN

The Board adjourned without objection at 8:17 P.M.