



# DISCOVERY

## CHARTER SCHOOL

### BOARD OF DIRECTORS

Meeting Minutes, Wednesday, April 17, 2024 @ 7:00 pm in the Learning Pavilion

#### **I. Call to Order and Roll Call**

Lisa Gonzalez called the meeting to order at 7:02 pm. Lisa Gonzalez, Ryan Schoffelmeer, Mylese Tucker, Suzanne Radzik, and Kelly Hunt Vandervliet were present. Lori Knox-Lindsay and Jessica Lynch joined via telephone. Tiana Clark and Miranda Wilkening were not present. Allen Gabriele was present from the Gabriele Group and Debra Weller, Greg Guernsey and Elfonte Lee were present from Discovery Charter School.

#### **II. Student and Staff Recognition**

Student of the Month - February

Adeline Russel 3<sup>rd</sup> Grade

Chloe Hudson 5<sup>th</sup> Grade

Dean Bland 6<sup>th</sup> Grade

Mila Vander Vliet 8<sup>th</sup> Grade

Student of the Month- March

Maci Curley 4<sup>th</sup> Grade

Emery Bey 5<sup>th</sup> Grade

Cesar Gonzalez 6<sup>th</sup> Grade

Nayana Tapia 6<sup>th</sup> Grade

Ella Lawrence 8<sup>th</sup> Grade

### **III. Mission and Vision read by Lisa Gonzalez**

### **IV. No President Update**

### **V. Financial Report**

Update by Kiki Kourkovic via telephone:

March ended with a 2.1 million cash balance, no capital expenditures to report. YTD we continue to be in a good cash position.

Investments are performing well. YTD we have over \$30K from interest alone.

DOW

YTD \$14K in income. We had to refund a duplicate Dow donation of \$6700. Gross was \$20,800 through the end of March and expenses were at \$12,700, showing a profit of about \$8000.

Lisa Gonzalez said her records reflect just under 30K for DOW and asked Kiki to send her an itemized spreadsheet. Kiki can get it updated through April after she goes through April deposits.

Allen Gabrielle reported:

Good year so far with a surplus \$242K. There are a couple of contingencies to the surplus: We don't have an update on the tax credit audit and we could possibly have to give back \$500K. Also, our debt service will go up \$12k per month or \$144K per year. We should be fine with the changes and if we want to do something with the debt and refinance, we would need a year lead time.

### **VI. Consent Agenda**

Lisa Gonzalez moved to approve the Financial reports and the February Minutes, Suzanne Radzik seconded.

Unanimously passed

### **VII. Public Comment**

Sarah Snider

1402 Indian Boundary Rd Chesterton, IN 46304

630-270-9426

Sarah Snyder wanted the board to be aware that there are kids attending school who go without breakfast. She and a group of other parents would like to see breakfast implemented before school starts next year. She would also like the staff to be trained in how to follow through with communication with parents and with each other. There are free resources to help that can be taken advantage of, also parents who are willing to help.

Martha Gallup

252 Arbor Drive Chesterton, IN 46304

508-207-3260

Martha Gallup commented on the proposal to remove the PAC representative on the board as a voting member and having them be a non-voting advisor on the school board. Why are we removing the voice of PAC from the schoolboard? Parents have volunteered thousands of hours and should have voting representation on the board. She questioned why there are 2 former PAC presidents on the current board who had voting positions and feels the voting position was removed on a whim.

Tiana Clark joined the meeting at 7:30

## **VIII. Items for Discussion**

### **a. Charter Facility Grant**

Alfonta Lee presented the proposed projects for the grant:

Landscaping parking lot flooding problem. Add a retaining wall to prevent the flooding,.

Window Replacement

Security Cameras

Security Door

Flooring in front entryway of the school

Expand Nurses office

Replace light ballasts in the middle school to qualify for the NIPSCO rebate program.

With extra money left over, Greg Guernsey discussed using it for snow removal and copy machines, putting us in a better financial position for the next fiscal year. Once we get the hard numbers in, we could possibly still have a six digit savings. He is also planning on applying for a Safety Grant.

Lisa Gonzalez mentioned there had been previous discussion about redoing the whole front office area to make it flow better. Greg doesn't think that's necessary.

Lisa also proposed replacing the modular.

### **b. Advisory committee - tabling until next month**

c. Cleaning contract - Alfonta Lee reported that the cleaning crew is working. They are taking baby steps and he feels they will be fully staffed and ready to go by the fall so he will be able to manage instead of help clean.

d. Technology Policy - The state is requiring that we have a policy in place that says what is going to happen if kids are on their personal devices during the school day.

e. Executive Director contract - Surveys sent out to team leads, office staff, student council and volunteer parents. The Board will meet to discuss in an executive session before the next board meeting.

f. New Teacher Licensing requirements - Teachers must complete a written exam and complete 80 hours of evidence based professional development. Thru June of 2025, it's free and teachers get a stipend. After June of 2024, there will be a cost. Teachers must complete new licensing requirements by 2027.

## **IX. Matters for Approval**

- a. Social Media policy – Suzanne Radzik moved to accept the policy, Lisa Gonzalez seconded. Unanimously approved.
- b. COVID Policy – Suzanne Radzik moved to accept and Kelly Hunt Vander Vliet seconded. Unanimously approved.
- c. Admissions policy – Ryan Schoffelmeer moved to accept and Lisa Gonzalez seconded. Unanimously approved
- d. Staff raises - Greg Guernsey recommended that certified staff gets a 3% raise and non-certified staff gets a 2% raise. Lisa Gonzalez moved to accept the staff raises and Mylese Tucker seconded. Unanimously approved.

## **X. School Report**

Debra Weller reported that the Discovery Mascot now has a name! Henry! Discovery also a new fight song to the tune of the Notre Dame fight song.

She also reported on the Learning Experiences and IREAD 3 Data:

2<sup>nd</sup> Grade- 38% passed, 19% on track

3<sup>rd</sup> Grade – 30 students took the test, 68% passed. 70% of the 32% that did not pass is SPED.

Debra also reported the disciplinary actions for March and April.

Mr. Guernsey discussed the vacancy in 4<sup>th</sup> grade and the potential vacancy in 3<sup>rd</sup> grade. Also, Steven Moeller resigned his music position and Heather Denormandie has also resigned.

We have received 6-7 applicants to fill those positions, quite different from the hundreds of applications he has seen come into the Duneland School District for vacant positions. He interviewed one potential candidate that was applying for the 4<sup>th</sup> grade math position, who helped in the process of creating a stem school in a neighboring school corp. She shows a lot of passion. Greg thinks it will be difficult to

replace Steven and we will need to start thinking creatively. He is interested in converting Discovery into a STEM school without dropping band, music and drama.

Greg also spoke with Mrs.Hansen about the possibility of becoming a part of the specials rotation.

## **XI. Working Group Update**

- a. Development - Kids day out on Sunday from 12-3 in Valpo and Facebook marketing tours. We took a pause on billboards and will start up again in June.
- b. Finance will be meeting on Monday to discuss the budget. They met last night about the grant and discussed bids and projects.
- c. Policy – Updated Social Media, COVID and Admissions policies. They will continue to meet monthly to update other policies and create a technology policy.
- d. Diversity and Equity – will meet again next week. Greg has finalized the training and will talk about how to communicate the training days which will be in August.

## **XII. PAC Update**

Account Balances:

Main Account \$51323.03

SCRIP Account \$ 2273.59

March activities:

- Celebrated pie day for the staff with pies from Marilyn's bakery.
- Supplied the fourth grade with new headphones for ilearn.
- Provided snacks for the drama club kiddos in between shows on Saturday with the leftover items from the musical concessions.
- PAC VP Emily made sandwich platters for the staff before spring break.
- Finalizing teacher appreciation events and have some really great things in place.
- Working with Mrs. DeFrain and the Field Day team to help make that day a blast for students and have secured Kona Ice to come out to the school that day.
- Valpo people, stop by Buona Beef for a late-night dinner for our give back night.
- 1<sup>st</sup> day school supply boxes are for sale, emails have been going out for those!
- The 5K will be held on Saturday, May 18<sup>th</sup> at Coffee Creek, please sign up and come on out, Kona Ice will also be there for that event and we're looking forward to it!

Next PAC meeting: April 30th at 6 in the teacher's lounge.

**XIII. Next meeting is Wednesday, May 15<sup>th</sup> at 7 pm.**

**XIV. Recognition**

Miranda Wilkening thanked the following families for helping with the PAC workday on April 13: the Schoettel, Wellenreiter, Sherick, Lovall, Freeman/Carlotta families. She also thanked Kelly Hunt Vander Vliet for her volunteer efforts with the mobile dentist this week!

Thanks to the Musical Team and students. It was a great performance. Thanks to staff who goes on overnight camping trips and thank you to the parents who went too. Thank you to PAC . They are doing a great job. Thank you to Mr. Lee for embracing his roll and doing a great job. We also want to recognize the boys basketball team for a great season! Audra and Kelly are great recess aids, thank you to them.

## **XV. Adjournment**

Lisa Gonzalez adjourned the meeting at 8:36 pm.