

## Discovery Charter School Board Meeting June 21, 2023

### I. Call to order and roll call

Lisa Gonzalez, Kelly Hunt Vander Vliet, Suzanne Radzick, Lori Knox Lindsey, Miranda Wilkening. Mylese Tucker joined via phone. Tiana Clark, Ryan Schoffemeer and Jessica Lynch not present.  
Discovery – Ernesto Marinez and Debra Weller  
Gabrielle Group – Allen Gabrielle

### II. Mission and Vision read by Suzanne Radzick

### III. Nothing informational to report.

### IV. Financial Report

Cash increase due to ERTC funds, one of four which will be received. Some capital expenditures from lighting outside.

Without ERTC would have been at 20k deficit for the month but YTD up without ERTC about 120k, so in a good position in general and ERTC helped as well. We will receive 2 more ERTC payments next fiscal year.

Looking at putting the ERTC money into a capital fund to reserve the funds and put towards expansion etc. so it is not figured into the budget as of yet.

Updated budget and payroll all in good position for next year, will be finalized as we get final numbers for next school year.

Suzanne motioned to approve the 2023-24 Budget pending changes discussed. Lori seconded. Unanimously passed.

### V. Consent Agenda

Lisa motioned to approve the consent agenda and Suzanne seconded.

Unanimously passed.

### VI. No public comment.

### VII. Items for Discussion

- Strategic Planning Session will resume again in August, date tbd.
- Annual Report – Will send out the middle of July, will add a few more financial numbers

- Executive Director onboarding going well. Both will start officially July 1st. Have been meeting with Ernesto who's last day is Friday, but will be available as needed.
- Board Self Assessment – will resume in August
- Culture of Care Policy – is it enforceable? Needs to be looked at again.
- Professional Standards Policy – introducing the idea of putting professional standards in place (a Code of Conduct) so everything is clear with social media, language, parental interactions, communication etc. Will vote next meeting to put in staff handbook.
- ERTC – finance group met and discussed how to use the money, using for operations isn't sustainable. Looking at the bonds, the long term plan etc and the best way to keep the liquidity while having them in a series of incremental CDs. Will be kept separately from the regular funds.
- Staff Handbook – discussed changes to dress code and clearly specifying when vacation kicks in. No changes to staff dress code at this time but it is something he is looking at. Lisa motioned to approve. Lori seconded. Approved unanimously.
- Counselor/SPED – Greg discussed changing hiring a social worker/counselor to putting in a lead SPED teacher/coordinator. Job will be posted soon.
- Movie Night – Possible date August 11th, Frozen
- Summer planning days for staff – hold off until Vera further develops curriculum

### Matters of Approval

1. Nicotine Free Campus Policy – Suzanne made a motion, Lori seconded, unanimously passed.
2. Budget – discussed earlier
3. Outdoor signage – lighting is complicated due to power issues and going to cost more than we want to pay (22k quote) Lisa

motioned to approve paying Landmark for the signage without lighting. Miranda seconded, unanimously approved.

4. Math Curriculum – Originally settled on Envision but Vera gave an overview of IReady and why she recommends it. It flags what problems kids have and gets kids the Ready Math program that they specifically need etc. It has a lot of dynamic features including programs that can be done at home and she has seen it work before. It would do away with STAR testing. She got a quote that also includes Ready Reading (36k with both programs plus PD, opposed to 31k for Envision). Lisa motioned to approve the switching curriculums, Lori seconded. Passed Unanimously.
5. Discipline Policy – Positive behavior wording was questioned, Greg said it was in the planning stages.
6. Uniform Policy – Change in policy included any color or pattern pants as long as they fit properly, skorts (shorts will be allowed ending at three fingers or less above the knee) and any hoodie/sweatshirts must be Discovery wear. Board stressed it needs to be enforceable re: outerwear (hoodies, zip ups etc) . Suzanne made a motion, Lisa seconded—all approved.

\*\*\*\*(At this point Greg jumped in and went through all his changes in the student handbook. Those not included on the itinerary below included: Opening the gym doors on 8/22 at 7:30. Cell Phone policy-removing language re taking away phones, added re no phones UNLESS directed/allowed by staff. Removal of taking away toys. Change holidays to celebrations, removal of one hour language re parties. Language re Pink Eye as it is no longer recommended students stay home. Removal of language regarding school books. Added link to Raptor. Removal of all COVID language. Change of grade policy re clubs/sports to ineligibility based on an F on the quarterly report card as checking each week is too challenging. Board asked if language could be added to give coach discretion and admin will discuss and come back. Improper use of technology policy

discussed, removing three month penalty–tbd after admin further reviews. )

7. Removal of Hair Policy – Lisa motioned to remove, Kelly seconded. All approved.
8. Walking/Bike Riding Policy – After clarification, Lisa motioned, Suzanne seconded.
9. Snack Policy – Suzanne motioned to approve, Lisa seconded. All approved.
10. Transportation Policy – Suzanne motioned to approve, Lisa seconded. All approved.
11. Retention Policy – Miranda motion to approve, Lisa seconded. All approved.
12. School Communication Policy – Removal of grammar language. Lisa motioned, Kelly seconded. All approved.
13. Nondiscriminatory Policy – Suzanne motioned to approve, Lisa seconded. All approved.
14. Student Handbook – hold off til next meeting and all finalized

## School Report

### Ernesto reports:

- We are still awaiting numbers to add additional light to new double doors to illuminate the wraps.
- We are waiting for quote from Hyre to move/add an additional key fob reader to the metal doors above the kidstop entrance.
- A few weeks ago, the storms knocked down one of the wooden posts in the lunch area. Hansen and Sons will work on replacing this summer.
- BeeLine Cleaning: Will be taking over the cleaning service for the 2023-2024 school year. There is a planned walkthrough with the company on the 27<sup>th</sup> at 10 AM.
- Chromebooks: Discovery will need to order 2 sets of chromebooks to continue the replacement of Middle School devices. We are still waiting to hear if PAC will pay for them or if

the school will need to absorb costs. Quotes have been obtained.

- Ernesto is working on transferring all emails and forwards etc. with Greg.

Deb reports:

- For May: 6 elementary after school detentions, 2 for MS. Out of school 10 and 1 for MS. No expulsions.

## X. Working Groups

- Development : Lisa attended Portage Fridays and Chalk the Walk in Valpo and 49er Billboard is out
- Diversity, Equity, Inclusion and Acceptance met and are excited and developing a thoughtful approach for the next school year to make sure everyone is on the same page. Looking at training and resources. Came up with some working terms, a work in process that is not just performative.
- Discover our World 2024: Lisa toured the new Journeyman space in Valpo and recommends moving forward with them. Lisa motioned to approve, Kelly seconded. All approved.
- PAC update: Workdates, hangers needed, Back-to-School supply kits on sale tile 8/1, elections held and new secretary Gabrielle Garcia and treasurer Shannon Molden. PAC account at approx 24k. Next meeting Monday 6/26 at 6pm.

## XI. Recognition

Thanks to Ernesto for all of his many contributions to Discovery.  
Thanks to Mrs. DeFrain for all the work on a successful field day.

Meeting adjourned at 7:34.