



Discovery Charter School

Governing Board
Meeting Minutes
October 28, 2014

The following are the meeting minutes for October 28, 2014, held at the Hillpointe Campus, 8941 Hillpointe Rd. Las Vegas, Nevada.

RECORD OF ACTION ITEMS AND ITEMS OF DISCUSSION:

1. Call to Order

Heidi Ongbongan, President, called the meeting to order at 7:07pm

2. Roll Call/Establishment of a Quorum:

Present were: Heidi Ongbongan, Edna Tondevold and Homa Woodrum

3. Flag Salute/Pledge of Allegiance

The Flag Salute/Pledge of Allegiance was conducted.

4. Recite School Motto

Board Member Homa Woodrum recited the following school motto: *Discovery Charter School's mission is to promote a safe, nurturing environment which fosters student success through community involvement, progressive educational practices, and innovative use of technology.*

5. Adoption of Agenda

Homa Woodrum motioned to adopt agenda with amended date of October 28, 2014, Edna Tondevold seconded. Unanimously approved.

6. Approval of minutes from past Governing Board Meeting

Homa Woodrum moved to approve the August 12, 2014 meeting minutes. Edna Tondevold seconded the motion. Motion carried unanimously.

REPORTS (The non-action general items to be discussed are listed, but not limited to, these items):

7. Administration Report – Clark Price reported the following information:

- i. **Staff Development/Staff Mentoring** - We continue to address in weekly Friday staff development and mentoring meetings, particularly the Title 2A we are really focusing on the core curriculum and how we can address it uniquely and creatively in our setting. Writing will be at the next all staff, mathematics was covered in the first all staff.
- ii. **Curriculum** – not discussed this time – standing items are covered in the reports up for approval later today.
- iii. **Policy and Procedure Development/Review** - This will be discussed with the reports today.

- iv. **Staff Evaluations/Staffing Changes/Updates** – Staff evaluations are coming up. We are focusing on strengths, goals and concerns. The new hires will be the first group targeted for evaluations.
 - v. **Technology Status Update/Tech Policies/Tech Plan** – Orders made and arrived, keeping our ratios where we wanted them. 7-8 is 2 to 1, 3-6 is 3 to 1 and K-2 is 4 to 1.
 - vi. **Campus Organization/Development** – Hillpointe is moved in and feeling comfortable in their new buildings.
 - vii. **Other Items As Needed** – There were no additional items to report
8. **Office Manager** – DeAnna McBrayer is excused today, Clark Price delivered her reports.
- i. **Compliance Reports/State Coordination Items** – Everything is in and in a timely manner.
 - ii. **Enrollment Status/Current Interest** – We are full and could fill the spot if someone left. This item should be dropped from a standing item on the agenda.
 - iii. **Other Items As Needed** – There are no additional items to report.
9. **Financial Officer** – Kristen Diasparra
- i. **Budget Review** – This will be covered in the reports today.
 - ii. **DSA Funding Status/Updates** - DSA funding status, count day numbers are officially in. Our weighted number is 404.6 students. We will review our projected budget and make any adjustments necessary.
 - iii. **Other Items As Needed** - There were not additional items to report.
10. **Parent Liaison** – Angie Story
- i. **General School Development/Parent Interaction** – Continuing to communication through newsletters and through the parent voice meeting. Getting to know a lot of new families. Had an informational project meeting at each campus teaching families what a project is and how to be successful with them.
 - ii. **Fundraising/Community Involvement Status** – We had two book fairs bringing in over \$3,187 for books in the classrooms. Kids went out to 3 Square, and we will be doing a food drive for them in November. We had a Café Zupas night and raised \$450. We had trunk or treat. We had picture day and raised over \$650.00 just for having families have their kids pictures taken – we get a percentage back from the packets. We will be having a trunk or treat at Hillpointe this Thursday. November will be Mult-cultural Potlucks at each campus.
 - iii. **Other Items As Needed** – There were no additional items to report.

UNFINISHED BUSINESS:

- 11. None

NEW BUSINESS:

12. Plan for Progressive Discipline - Annual review and revision of Discipline Plan and approval of plan by Governing Board.

Clark Price introduced the Plan for Progressive Discipline. This is something that you review annually. It is set up to make sure we are fair with the kids. It reflects on how we address discipline problems with individual students. Homa questioned general whole classroom discipline. Clark explained the mentoring of new teachers by more experienced teachers for general classroom management help.
Edna motioned to approve the Plan for Progressive Discipline, Homa seconded. Unanimously approved.

13. Annual Audit Report, review and possible action

Annual Audit Report was examined. Independent auditor did the audit and created the report.
Homa moved to adopt the Annual Audit Report, Edna Seconded. Unanimously approved.

14. Annual Report of Budget per NRS 387.303

The Annual Report of Budget goes hand in hand with the Audit report. It details the money coming in and out. It was adjusted as necessary.
Homa moved to adopt the Annual Report of Budget, Edna seconded. Unanimously approved.

15. Adoption of Plan for Test Security per NSR 389.620

Clark explained where and how the tests were secured.
Homa motioned to approve the Plan for Test Security. Edna Seconded. Unanimously approved.

16. Progress Towards Goals Report per NRS 386-600 (1)(a)

Clark explained how our goals were being met. Teachers have done a good job communicating with parents. Bianca Rivera gave a presentation on project based education. She does trainings with the Kagen system.
Homa Motioned to adopt the Progress Toward Goals Report, Edna seconded. Unanimously approved.

17. Discuss call for applications for new Discovery Charter School Governing Board Members

We currently have five members. Will open up to the possibility of seven members. Looking for representation from the Hillpointe Campus as well, or new members from the community. Open to call for applications, keep application acceptance open year round.
Edna motioned to call for new board member applications, Homa seconded. Unanimously approved.

OTHER:

18. Board Member Comments

There were no board member comments.

19. Public Comments –

There were no public comments.

20. Response to Public Comments

None.

21. Announcements and Agenda Planning

Next scheduled meeting will be January 20, 2015 at 6:00 PM at the Mesa Vista Campus.

22. Adjournment

There being no further business the meeting adjourned at 7:51pm
Edna moved to Adjourn, Homa seconded. The motion carried unanimously.