



# Discovery Charter School

## Governing Board Meeting Minutes June 2, 2015

The following are the minutes for the Governing Board Meeting of Discovery Charter School held Tuesday, June 2, 2015, beginning at 6:00pm at the Hillpointe Campus:

### RECORD OF ACTION ITEMS AND ITEMS OF DISCUSSION:

#### AGENDA

**1. Call to Order**

Heidi Ongbongan, President called the meeting to order June 2, 2015 at 6:05pm.

**2. Roll Call/Establishment of a Quorum (ACTION ITEM)**

Present were: Heidi Ongbongan (President), Homa Woodrum, Carol Hutchison, Steve Weaver, and Megan Hubble. A quorum of 5 members was determined. Also present were various administration and staff.

**3. Flag Salute/Pledge of Allegiance**

The Flag Salute/Pledge 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 (ACTION ITEM)**

Homa Woodrum moved to approve agenda. Carol Hutchison seconded the Motion. Motion carried unanimously.

**6. Approval of minutes from the May 19, 2015 Governing Board Meeting (ACTION ITEM)**

The meeting minutes from the May 19<sup>th</sup> Governing Board meeting were not complete and will be moved to the next Governing Board meeting on June 23, 2015.

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

**7. Administration Report – Clark Price**

- i. **Staff Development/Staff Mentoring** – Mentors are in place for new hires for the upcoming school year.
- ii. **Curriculum** – We will apply for the Federal funds through Title IIa again.
- iii. **Policy and Procedure Development/Review** – We will work to clean up and update the charter documents and get them ready for when we renew the charter.
- iv. **Staff Evaluations/Staffing Changes/Updates**
- v. **Other Items As Needed**

**8. Campus Organization – Clark Price**

- i. **Technology Status Update/Tech Policies/Tech Plan** – We need to continue to improve incorporating technology inside the classrooms, and we

- are going to increase the amount of computers and technology we have. We have been working on it and adding more, and will need to continue to do so.
- ii. **Campus Organization/Development** – Working with the Landlord on getting a new lease for the Mesa Vista Campus. Looking at a maintenance policy included in the lease. We are getting bids and quotes on improvements that we are requesting.
  - iii. **Other Items As Needed**
- 9. Office Manager – DeAnna McBrayer**
- i. **Compliance Reports/State Coordination Items** – Accountability reporting is in and on time. There are many reports due in June and they are in progress.
  - ii. **Enrollment Status/Current Interest** – We have more applications than spaces and are looking to be full again.
  - iii. **Other Items As Needed**
- 10. Financial Officer – Kristen Diasparra**
- i. Budget Review – Everything is on target for this year.
  - ii. DSA Funding Status/Updates – June’s payment has been delayed, so we will get 93% soon, and the other 7% when they have it available. This will not affect our school’s budget.
  - iii. **Other Items As Needed**
- 11. Parent Liaison – Angie Story**
- i. **General School Development/Parent Interaction** – We have had many activities lately and have utilized our parents very well. We recently had the musical, carnival, and talent shows and are now gearing up for field day.
  - ii. **Community Involvement Status** – Our families are very involved and helpful.

**UNFINISHED BUSINESS:**

12. None

**NEW BUSINESS:**

- 13. Review and possible action for the final 2015-2016 School Budget as required by the NRS. (ACTION ITEM)**

The initial budget was already reviewed, the public hearing was held. There have been no changes to the initial budget as presented. The final budget looks exactly the same as the tentative budget already approved.

Carol Hutchison moved to adopt the 2015-2016 Final Budget. Homa Woodrum seconded. The motion carried unanimously.

- 14. Review and possible action for administrator contract for the 2015-2016 school year. (ACTION ITEM)**

Homa Woodrum moved to approve the administrator contract for the 2015-2016 school year. Carol Hutchison seconded. The motion carried unanimously.

- 15. Review and possible action for various employee contracts for the 2015-2016 school year. (ACTION ITEM)**

Contracts for various employees were reviewed.

Homa Woodrum moved to approve contracts for:

- Sarrah Benoit, starting August 17, 2015
- Trisha Rowberry, starting August 17, 2015
- Angie Story, starting August 17, 2015
- Wishingstone Enterprises, starting September 8, 2015
- Gwenna Fierro, starting August 17, 2015

- DeAnna McBrayer, starting August 3, 2015
- Jessica Kritzler, starting August 17, 2015
- Lauren Ayala, starting August 17, 2015
- Glenda Matson, starting August 17, 2015
- Patrice Compton, starting August 17, 2015
- Benjamin Ocasio-Falcon, starting August 17, 2015
- Bianca Rivera, starting August 17, 2015
- Morgan Acker, starting August 17, 2015
- Zharina Flores, starting August 17, 2015

Carol Hutchison seconded the motion. The motion carried unanimously.

Homa Woodrum moved to approve contracts for:

- Debbie Parshall, starting August 17, 2015
- Amanda Kettleson, starting August 17, 2015
- Ryan Hoon, starting August 17, 2015
- Johnny Marin, starting August 17, 2015
- Eric Harms, starting August 17, 2015
- Russell Jordan, starting August 17, 2015
- Jason Anderson, starting August 17, 2015
- Monica Reyes, starting August 17, 2015
- Lisa Bernauer, starting August 17, 2015
- Polly Suhr, starting August 17, 2015
- Rebecca Chase, starting August 17, 2015
- Kristen Diasparra, July 20, 2015
- Iris Ajuziem, starting August 17, 2015

Carol Hutchison seconded the motion. The motion Carried unanimously

**16. Review and possible action for the amended 2015-2016 school year calendar.(ACTION ITEM)**

The calendar has been changed this year to add four more Fridays for special project days as a way to improve our project learning. This has been presented to both staff and families and had positive feedback.

Homa Woodrum moved to adopt the 2015-2016 school year calendar. Carol Hutchison seconded. The motion carried unanimously.

**OTHER:**

**17. Board Member Comments (Non-Action Items) –**

Carol mentioned that the Board members need to be updated on the website. Homa Woodrum reminded us about opening up for new board members in August.

**18. Public Comments –** (Comments may be limited to three minutes per person. Action will not be taken on the matters considered during this period until specifically included on an agenda as an Action Item.)

No Public comments at this time.

**19. Response to Public Comments**

No response needed.

**20. Announcements and Agenda Planning**

**Next scheduled Board Meeting to be announced.**

June 23<sup>rd</sup>, 2015 is the next board meeting – 6:00 at the Mesa Vista Campus

**21. Adjournment**

Carol Hutchison moved to adjourn the meeting. Homa Woodrum seconded the Motion. The motion carried unanimously.