



DISCOVERY
CHARTER SCHOOL

Board Meeting
Wednesday, November 30, 2011

- 1. Call to Order and Roll Call**
 - A. The meeting was called to order by Laurie Metz at 6:35 pm.
 - B. Parties in attendance:
 1. Board Members: Laurie Metz, Linda Simon, Sara Anderson, Janine Girzadas, Allan Gabriele, William Schmuhl, Gretchen Voskuhl
 2. American Quality Schools: Chris Austria, Josh Samuelson
 3. Discovery Charter School: Karen Poplawski, Miss Allison, Mr. Simon, Sara Pavlovic
 4. Number Public Attendees: 7
- 2. Approval of September 28, 2011 Minutes**
 - A. Motion to approve the September 28 minutes was made by William Schmuhl, seconded by Allan Gabriele. All in favor.
- 3. Presentations from Guest Presenters**
 - A. 5th Grade Teachers and Students - - Fifth grade teachers Mr. Simon and Miss Allison made a presentation about the school year so far. They discussed their efforts at differentiation, outdoor learning and described projects and approaches, including: individual reading time, group reading tied to social studies, flex groups in literature circle, literature circle journals, creation of picture books, book report projects of varied format, hiking, soil testing. 5th grade switch classes for math and reading.
 - B. Presentation from Garden Committee - - Annette Hansen of the Garden Committee, along with special guest John Ervin, made a presentation about a plan for a bioswale and rain garden at Discovery as a followup to the September presentation. Mr. Ervin discussed that the project will solve flooding and incorporate education for children. Ideas and Maps were presented. Mr. Ervin will coordinate the project, which will include Ms. Pavlovic on site and Megan Krinz of the Dunes Learning Center. There are many potential educational tie-ins and partner tie ins, including Dunes Learning Center, Save the Dunes. An early step will be to apply to the Lake Michigan Coastal group for a \$5,000 planning grant. Linda Simon made a motion to authorize Ms. Pavlovic to gather information from teachers about needs that would fit in with the grant and provide those to Mr. Ervin so that planning can proceed, seconded by Laurie Metz. All in favor.
- 4. Approval of Financial Reports**
 - A. Motion was made by Allan Gabriele seconded by William Schmuhl to approve the October financials as presented, with the acknowledgement that they are a work in progress. All in favor.

- B. Motion was made by Allan Gabriele seconded by William Schmuhl to approve the October payables, which have been reviewed by Karen Poplawski. All in favor.
- 5. Presentation by Jennifer Kryzmanic Wilson re Sustainability Policies**
- A. Jennifer Wilson made a presentation to the Board regarding suggested improvements to the sustainability practices of the school. She has suggested policies regarding: no idling, waste free lunches and other waste free practices. She will prepare a draft of handbook inserts with policies for board review. Motion was made by Linda Simon to approve of the development of “Rings of Truth” posters to place around school with sustainability messages presented to the board and to investigate the use of “no idling” signs, seconded by Laurie Metz. All in favor. Jennifer will work with Karen Poplawski to develop assessment of current teacher practices on sustainability to help develop policy.
- 6. Directors Report**
- A. Review of enrollment targets.
 - B. Technology /Facilities update
 - C. Educational Programs and Academic Progress was reviewed
 - 1. Karen reported on professional development efforts to date.
 - 2. Report on place-based efforts from Sara Pavlovic
 - D. Discussion of BSU report
 - E. Karen reported that staff has been hired to fill kindergarten maternity leave.
- 7. PAC Update**
- A. Discussion of uniform ordering. Due to problems with current vendor, Laurie Metz will investigate additional possible vendors and approaches.
- 8. New Business**
- A. Laurie Metz noted that Karen Poplawski is resigning as principal effective June 2012. The Board expressed gratitude to Ms. Poplawski for remaining until the end of the school year despite the fact that her husband has relocated now.
 - B. Laurie Metz noted there is a possibility for Kim Swift to be our official liaison with the National Park Service. The Board agreed that that should be pursued and Laurie will continue the process.
 - C. BSU Leadership Meeting Recap – Laurie Metz reported on the BSU OCS meeting.
 - D. The Board discussed action items from the Strategic Planning Meetings:
 - 1. Formation of Development Committee
 - 2. Board monthly communication and employee spotlight
 - 3. Development of parent survey
 - 4. Development of grade level historians; process for PR
 - 5. Teacher Appreciation Luncheon – December 16
 - 6. Development of contact database
 - 7. Schedule Grandparents/Grand Friends Day (for early next year)
 - 8. Develop Thank You card process

- E. Lottery Date has been set for immediately prior to the February board meeting; Kim Swift will pull names.
 - F. Laurie Metz made a motion, seconded by Janine Girzadas, to authorize Allan Gabriele to be the authorized signer on all Board bank accounts, replacing Denise Samocki. All in favor.
 - G. Upon motion made and seconded, the Board established the following policy regarding bidding: “It is the policy of Discovery that for any expenditure in excess of \$500, three bids will be obtained prior to the selection of vendor or service provider, unless the expenditure is for goods or services for which there is only a single vendor, or the goods or services are needed on an emergency basis.”
 - H. Erin and Ben Labovitz will be donating an LED sign for the school. The Board expressed appreciation to the Labovitz’s for the donation.
- 9. Public Comment**
- A. None
- 10. Confirmation of Next Meeting Date**
- A. Next Discovery Board Meeting date: January 25, 2012 at 6:30.
 - B. Next Coffee Chat will be held on December 14, from 7:30 to 8:30 a.m.
- 11. Adjournment**
- A. Motion to adjourn at 9:25 pm was made by Laurie Metz; seconded by Janine Girzadas; all in favor.