

**DISCOVERY CHARTER SCHOOL BOARD OF TRUSTEES  
MEETING MINUTES**

**October 7, 2022; 8:00 A.M.**

**133 Hoover Drive, Rochester, New York 14615**

**Physical Location for Public Meeting: 133 Hoover Drive, Rochester NY 14615 (School  
Director's Office)**

**Remote Attendance for Public Meeting Option: Zoom Link**

**The meeting information was included in Public Notice as well as posted at the school and  
on the website**

**Topic: Discovery Charter School- Board of Trustees Meeting 10.7.22**

**Time: October 7, 2022 08:00 AM Eastern Time (US and Canada)**

**Join Zoom Meeting**

<https://us06web.zoom.us/j/86450663136?pwd=RkdPU3dTRGJmNkFzKy9CUlc2Nys0QT09>

**Meeting ID: 864 5066 3136**

**Passcode: Discovery**

**Trustees Present:** S. Varhus (Board Chair), L. Lewis (Vice Chair) S. Adair (Treasurer), D. Braveman, R. Stiles, C. Wilkens, S. Fazili,

**Trustees Excused:** T. Jackson, E. Stubbs

**Also Present:** S. Castner (School Director), M. Bradstreet (Data Coordinator)

**Participating Remotely:** S. Polowitz (Legal Counsel)

**1. Call to Order**

- a. The Chair called the meeting to order at 8:00 a.m., and it was determined that a lawful quorum of seven was present.

**2. Proof of Public Notice of Meeting**

- a. Public Notice was provided in the *Democrat and Chronicle*, posted at the school and on the school website

**3. Conflict of Interest Reminder**

- a. The Chairperson read the following statement: "The Chair reminds everyone that, if a potential conflict of interest exists concerning a subject under discussion by the Board, you have an obligation to disclose the potential conflict and, if deemed a

conflict, recuse yourself and leave the room during any discussion and vote on the subject.”

4. **Opportunity for Public Comment:** no public comment
5. **Consent Agenda:** Approve Minutes for August Meeting (8.19.22) moved by D. Braveman, seconded by C. Wilkins, and approved unanimously.
6. **Committee Reports**
  - a. Executive Committee: *(no report)*
  - b. Academic Excellence Committee: *(no report)*
  - c. Governance Committee Report: The committee is working to fill a vacant seat and welcome any suggestions from the rest of the board and administration. They will be meeting with other organizations to see if anyone is interested in joining. The committee will meet again at the end of October.
  - d. Personnel Committee Report: *(no report)*
  - e. Audit & Finance Committee Report: *(no report)*
  - f. Ad Hoc Committee on Diversity, Equity & Inclusion: *(no report)*
  - g. Parent Representative Report: *(no report)*
7. Remote attendance at Meetings of Board of Trustees: *(Action Required)* **Resolution #472-** language was added “including but not limited to” moved by D. Braveman, seconded by L. Lewis, approved unanimously.
8. Planning: Follow up on Discussions with DCS Staff and Students: The board and administration are working on identifying the school’s identity, considering asking families and students what they would say, why this is their school of choice. When visiting the school and meeting with staff and students, board members observed staff being invested, committed, meeting students where they are and doing whatever it takes to help them achieve.
9. School Director Report: School is fully staffed and the administration feels confident about the people hired. The school is fully enrolled with students, the only charter school in Rochester that is fully enrolled. The director feels that this is due to families being more informed about charter schools and being selective to which they apply. Test scores have been unembargoed but there is no comparative data from other schools yet. The Instructional Leadership Team is setting targets for achievement this year, looking at individual students and their assessment data.

**10. Succession Plan (*Action Required*) Resolution #470** The plan was changed slightly due to change in staffing and some language was taken out. Approved after the edits, Moved by D. Braveman, seconded by R. Stiles, unanimously approved.

**11. Old Business:** *none*

**12. New Business:** *none*

**13. Adjournment:** The meeting was adjourned at 9:35- Moved by D. Braveman, seconded by C. Wilkins.

*Next Regular Meetings: Friday, Oct. 21, 2022*

Minutes submitted by M. Bradstreet