

DISCOVERY CHARTER SCHOOL BOARD OF TRUSTEES

MEETING MINUTES

June 16, 2023; 8:00 A.M.

133 Hoover Drive, Rochester, New York 14615

Physical Location for Public Meeting: 133 Hoover Drive, Rochester NY 14615 (Art Room)

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 6.16.23

Time: June 16, 2023 8:00 PM 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 (Chair), L. Lewis (Vice Chair), R. Stiles, M. Galarza-Ruiz, D. Braveman, S. Fazili (Secretary)

Trustee Participating Remotely: none

Trustees Excused: E. Stubbs, C. Wilkins, S. Adair (Treasurer)

Also Present: M. Bradstreet (Data Coordinator), Anne Culver (Finance/HR Manager)

Participating Remotely: S. Polowitz (Legal Council)

1. Call to Order

a. The Chair called the meeting to order at 8:18, and it was determined that a lawful quorum of six 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 Meeting of 5.19.2023 - Moved by L. Lewis, seconded by D. Braveman, approval was unanimous, no abstentions.

6. Committee Reports

a. Executive Committee: *(no report)*

b. Academic Excellence Committee: *(no report)*

c. Governance Committee Report: *(no report)*

d. Personnel Committee Report: *(no report)*

e. Audit & Finance Committee Report: *(Minutes included in Board Materials, currently in surplus, in good shape for the end of the school year)*

f. Committee on Diversity, Equity & Inclusion: *(no report)*

g. Parent Representative Report: *(no report)*

7. **Resignation of Ebony Stubbs, Parent Representative:** S. Castner is currently looking for parents that have an interest in being the parent representative.

8. **New Trustee Nomination:** Joyce Johnson, recommended by Governance Committee. **Resolution #490:** *NOW, therefore, the Discovery Charter School Board of Trustees, having conducted a thorough criminal history record check via fingerprinting which is deemed acceptable by NYSED, and having discovered no State or federal criminal history, or having provided information regarding such history to NYSED, if found, and having verified that any academic and/or professional credential or qualification presented by the proposed member is genuine, has voted to select Joyce Johnson as a member to its Board of Trustees, with a term expiring on June 30, 2026, pending approval by NYSED. The resolution approving Joyce Johnson is adopted upon NYSED's approval.* Moved by M.Galarza-Ruiz, seconded by L. Lewis, approval was unanimous, no abstentions.

9. **23-24 Meeting Schedule: Resolution #491:** Moved by L. Lewis, seconded by M. Galarza-Ruiz, approval was unanimous, no abstentions.

10. **TNTP Insight Teacher Survey: Resolution #492:** This survey would take place twice a year, with a three year contract, option to cancel at any time. Moved by M.Galarza-Ruiz, seconded by R. Stiles, approval was unanimous, no abstentions.

11. **Denison Leadership 360: Resolution #493:** This leadership survey was used at Hillside Learning Center, would be anonymous and costs only \$200. Moved by L. Lewis, seconded by R. Stiles, approval was unanimous, no abstentions.

12. **Charter Champions:** This is a group that Discovery can connect with that assists with the teacher pipeline, attracting future teachers to Rochester charter schools.

13. **July Planning Retreat:** Topics for discussion include the community school model, academic goals, use of technology and what students do with their time when not in school.

14. **Resolution #495 New Hires:** New hires recommended by S. Castner were approved. Moved by D. Braveman, seconded by M. Galarza-Ruiz, approval was unanimous, no abstentions.

15. **Execution Session:** The board moved into executive session to discuss a confidential personnel matter. Moved by R. Stiles, Seconded by L. Lewis, approval was unanimous, no abstentions. Motion to leave Executive Session: Moved by D. Braveman, Seconded by R. Stiles, approval was unanimous, no abstentions.

16. **Motion to Adjourn:** Moved by D. Braveman, Seconded by R. Stiles, approval was unanimous, no abstentions.

Next Regular Meeting: 7/21/23 8:00 AM

Minutes submitted by M. Bradstreet