

DISCOVERY CHARTER SCHOOL BOARD OF TRUSTEES

MEETING MINUTES

January 26, 2023; 5:30 P.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 1.26.2023

Time: January 26, 2023 5:30 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: L. Lewis (Vice Chair), S. Adair (Treasurer), R. Stiles, E. Stubbs, C. Wilkins, S. Fazili, Marisol Galarza-Ruiz

Trustee Participating Remotely: S.Varhus (Chair)

Trustees Excused: D. Braveman

Also Present: S. Castner (School Director), M. Bradstreet (Data Coordinator), K. Snyder (Assistant School Director)

Participating Remotely: A. Culver (Finance Manager), J. Stanberry (Administrative Intern)

1. Call to Order

a. The Chair called the meeting to order at 5:34, 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. Welcome and Introduction- Marisol Galarza-Ruiz: new trustee, will be starting orientation soon

6. Consent Agenda: Approve Minutes for Meeting of 12.20.2022 with addition of S. Fazili to attendance- Moved by S. Adair, seconded by C. Wilkins, approval was unanimous.

7. Committee Reports

a. Executive Committee: (*no report*)

b. Academic Excellence Committee: Met, minutes were distributed, discussed iReady data, computer based state tests coming soon, fifth grade science test in 2024, idea of devoted science teacher for next year.

- c. Governance Committee Report: *(no report)*
- d. Personnel Committee Report: *(no report, will meet in February)*
- e. Audit & Finance Committee Report: Met, minutes were distributed, the financial outlook is promising, trending in a favorable direction at this time.
- f. Ad Hoc Committee on Diversity, Equity & Inclusion: *(no report)*
- g. Parent Representative Report: Transition to new Family Liaison, upcoming family associate meeting 2/7/23

8. School Director Report: S. Castner shared iReady data, improvement is seen as far as more students who are on grade level and students who have moved up. The math benchmark, which will be a good predictor of state test scores, is scheduled for 3/14. Rigby reading data also shows improvement, including cohorts (ex. 1st graders who are now 2nd graders). ELA benchmark is scheduled for 2/7. For a professional development opportunity, S. Castner has applied to the Leverage Leadership Institute, a highly selective Fellows program looking for school leaders who have led their schools to high achievement and great improvement.

9. Revised Resolution #480: Key Design Elements *(action required)* Moved by R. Stiles, seconded by S. Adair, unanimously approved.

10. IT Audit and IT Policies: Resolution #482, approving Policies #5100, #5110, #5120, #5130 *(action required)* These policies were recommended from the state audit, moved by S. Adair, seconded by E. Stubbs, approved unanimously.

11. Adjournment: C. Wilkins moved and R. Stiles seconded a motion to adjourn; the motion was approved unanimously.

Next Regular Meetings: Friday Feb 10, 2023

Minutes submitted by M. Bradstreet