

DISCOVERY CHARTER SCHOOL BOARD OF TRUSTEES

MEETING MINUTES

April 17, 2023; 5:30 P.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 4.17.2023

Time: April 17, 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: S. Varhus (Chair), L. Lewis (Vice Chair), S. Adair (Treasurer), R. Stiles, E. Stubbs, M. Galarza-Ruiz, C. Wilkins, D. Braveman

Trustee Participating Remotely: S. Fazili

Trustees Excused:

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

Participating Remotely: S. Polowitz (Legal Council)

1. Call to Order

a. The Chair called the meeting to order at 5:34, and it was determined that a lawful quorum of eight 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 2.27.2023 and **Resolution #484** for Checks over \$5000 - Moved by D. Braveman, seconded by Lisa Lewis; approval was unanimous.

6. Committee Reports

a. Executive Committee: (*Minutes Included in Board Materials*) S. Adair moved to Ratify the 3.31.2023 Executive Committee Resolution to engage the Coppola Firm to investigate formal complaints submitted to the Board by several staff members, seconded by L. Lewis and carried unanimously.

b. Academic Excellence Committee: No Report

c. Governance Committee Report: (*Minutes Included in Board Materials*)D. Braveman reported that the Governance Committee has interviewed LaQuoisha Bridges and will

advance her nomination to the Board of Trustees. The Committee has interviewed an additional trustee candidate.

d. Personnel Committee Report: (*Minutes Included in Board Materials*)

e. Audit & Finance Committee Report: (*Minutes included in Board Materials*), trending towards a surplus at this time due to additional stimulus funds and reduced salary expenditures. Possible additional funds may be coming. The 990 tax return will be finalized 4/17. Approval of the DCS 990 for 2022 was moved by R. Stiles, seconded by D. Braveman, and approved unanimously.

f. Committee on Diversity, Equity & Inclusion: No report. The Board discussed the need to circle back to the discussion of DCS services to support equity.

g. Parent Representative Report: The family liaison submitted their two week notice and S. Castner is asking staff for interest in filling the position.

7. School Director Report: S. Castner reported that she was selected for the Leverage Fellowship, which will fulfill her Professional Development expectations.

The NY Board of Regents Committee approved the revision to add 20 additional students for the 23-24 school year.

The draft 23-24 calendar was shared and approved (Moved by C. Wilkens, Seconded by M. Galarza-Ruiz; the motion was approved with one abstention (S. Fazili), pending the change of wording from Columbus Day to Indigenous Peoples' Day.

8. Executive Session: Motion to enter into Executive Session to discuss a legal matter was made by S. Adair, seconded by L. Lewis and carried unanimously. Motion to leave Executive Session was made by S. Adair, seconded by R. Stiles and carried unanimously.

9. After moving out of the Executive Session, D. Braveman moved and S. Varhus seconded the following motion, which was unanimously approved : The board accepts the investigation report and its findings (as referred to in 6. a. above) conducted by the Coppola Firm and that based on the Board's review and consideration of the investigation report and all backup and supporting documentation the Board, at its Board meeting scheduled for 4/28/2023, shall review and approve its final response to all complainants indicating that there has been no violation of law or school policy.

10. L. Lewis moved and D. Braveman seconded a motion to adjourn, which was approved unanimously.

Next Regular Meeting: 4/28/23 8:00 AM

Minutes submitted by M. Bradstreet