Discovery Woods School

Discovery Woods - District # 4198
Board of Directors Board Meeting
604 N 7th Street, Brainerd, MN 56401
Date: February 19, 2026
Time: 5:00-6:30 p.m.

Mission: **To provide Brainerd Lakes Area families a choice for quality elementary education centered around the individual needs of the child, with a focus on the environment.**

Board of Directors' Purpose

To provide leadership, set policy, and develop accountability practices that will ensure high student achievement.

Called to order at 5:00pm by Emma Needham
Present: Chasidi Grant, Ashley Gangestad, Rebekah Kent-Ehlebracht, Dawn Snook, Denise Belden, Emma Needham, Matt Hastert
Absent:
Ex-Officio: Kara DeVriendt
Guests: Matt Montgomery, Emily Edstrom,

1. Community Forum - (3 minutes)-
    a. Matt Montgomery Hubbard broadcasting. Digital, on-air, or other experts. Connect with our business manager. What makes our school unique?
2. Charter School Finance Committee Report
    i. January Financials and Supplement
        1. The deficit is bigger, but we are updating staffing. Motion to approve the January Financials and Supplement. M/S Rebekah/Dawn Chasidi-yes, Denise-yes, Rebekah-yes, Emma-yes, Matt-yes, Ashley-yes, Dawn-yes. Motion passes.
    ii. February Financial Committee Mtg. Minutes
3. Minutes from Prior Meeting: January 15, 2026
    i. Motion to approve the January 15th, 2026 as written. M/S Rebekah/Dawn Motion passed.
4. Board Training - Board Meeting Minutes OW Sounding Board
    i. We updated the board templates. Add name and titles to our minutes for board members.
    ii. Motion to add board members and positions listed at the top of minutes. M/S Emma/Rebekah motion passed.
    iii. If we have an amendment, list the specific amendment made.
    iv. We are aware of a technical issue with posting of the board minutes to the school website. We have a new tech person starting soon.
    v. If we are actively working on a policy, other people can see the comments but not change anything. Anything that is in our board packet is public knowledge.
    vi. Once the packet is sent out, that version is what we will be working from. We can work from the links. We could have suggested changes in the meeting. As we go

through the policy we can discuss the suggested changes and put the amendments in the minutes. We can summarize what the amendments were. We need to be transparent about what adjustments we made. If it is a big change we should note that.

5. Old and/or Unfinished Business:
    a. Approve Strategic Plan
        i. There will be a fundraising and marketing plan linked in.
        ii. Motion to approve the strategic plan as written. M/S Rebekah/Denise. Motion passed.
    b. Building renovations
        i. Next week we will have a special board meeting where we will get the ins and outs of the project and financial projections. They are willing to work with us, even if we extend it to another year. The special board meeting will replace our work meeting.

6. School Director's report:
    a. Mid-Year Assessment Result
        i. Reading Proficiency
        ii. Reading Growth
        iii. Math Proficiency
        iv. Math Growth
        v. These are fall to spring goals. This is a temp check. We are supporting 5th graders who are lower across all areas. They are getting social/emotional support too.

    b. ELP Update
        i. All goals are still in progress, so there is no data to report at this time. The growth is a little different. Most are getting close to being finished or will be finished at the end of the year.

    c. Personnel:
        i. Hires -
            1. EA Substitute, Samantha Thompson
                a. Motion to approve Samantha Thompson. M/S: Rebekah/Denise Chasidi-yes, Denise-yes, Rebekah-yes, Emma-yes, Matt-yes, Ashley-yes, Dawn-yes. Motion passes.
            2. EA, Sam Blocker
                a. Motion to approve Sam Blocker. M/S: Rebekah/Emma Chasidi-yes, Denise-yes, Rebekah-yes, Emma-yes, Matt-yes, Ashley-yes, Dawn-yes. Motion passes.

        ii. Separations -
            1. EA, Shane Tilbury
                a. Motion to approve Shane Tilbury. M/S: Rebekah/Emma Chasidi-yes, Denise-yes, Rebekah-yes, Emma-yes, Matt-yes, Ashley-yes, Dawn-yes. Motion passes.
            2. Technology Coordinator, Nate Oanes
                a. Motion to approve Nate Oanes. M/S: Rebekah/Emma Chasidi-yes, Denise-yes, Rebekah-yes, Emma-yes, Matt-yes, Ashley-yes, Dawn-yes. Motion passes.

    d. Authorizer Update

    i. Site Visit Report
    ii. This is a positive report. Document the changes that we are making. Things that are noted are things we have already discussed.

e. Enrollment:
Enrollment Year End 2024-2025: Current numbers for 2025-2026:

	PK 19	**PK 19**
	K 8	**K 12**
	1 11	**1 8**
	2 12	**2 8**
	3 17	**3 9**
	4 10	**4 10**
	5 11	**5 12**
	6 12	**6 5**
	Total = 100 K-6 = 81 PreK = 19	**Total = 83 K-6 = 64 PreK = 19**

7. Aftercare Policy
    a. We made changes to the payment structure.
    b. Motion to approve the aftercare policy with the changes to payment. M/S Emma/Dawn. Chasidi-yes, Denise-yes, Rebekah-yes, Emma-yes, Matt-yes, Ashley-yes, Dawn-yes. Motion passes.

8. **Call to Order of Closed Session**
    a. Confirmation that the meeting has been properly closed under Minn. Stat. § 13D.05, subd. 2(a) and § 121A.47, subd. 5 Motion to close the meeting under Minn. Stat. § 13D.05, subd. 2(a) and § 121A.47, subd. 5 M/S. Rebekah/Emma Motion passed.
        i. Roll call of board members and attendees allowed in closed session
        ii. Chasidi Grant, Ashley Gangestad, Rebekah Kent-Ehlebracht, Dawn Snook, Denise Belden, Emma Needham, Matt Hastert, Kara DeVriendt
    b. **Statement of Purpose**
        i. The chair summarizes that the closed session concerns a proposed pupil dismissal/expulsion and involves private educational data.
        ii. Motion to reopen the board meeting. M/S Rebekah/Emma Motion passed.

9. Review board goals and Calendar
    a. Board Goals 2025-2026

b. Board Calendar:
   i. Send out an Admin team survey. Have one for each person for personalized feedback.
   ii. Finish the board self-assessment. It is in the board folder.
   iii. In March we will select an auditor. The business manager will contact Creative Planning.
   iv. Procurement policy will need to be reviewed in March.

Last Month:
JANUARY
- [ ] Executive Director completes self-assessment
    - [ ] Create/Update Form
- [ ] Review the school leader's progress against goals
    - [ ] Charter Source Goals
- [ ] Send employee survey (Administrative Team)
- [ ] Review the board's progress against goals
- [ ] Policy review

Current Month:
FEBRUARY
- [ ] Complete annual board self-assessment
- [ ] Policy review
- [ ] Review progress against contractual academic/environmental goals and outstanding obligations

Next Month:
MARCH
- [ ] Select auditor
- [ ] Review employee survey
- [ ] Policy review
    - [ ] Procurement Policy
- [ ] Review co-curricular and extracurricular activities

Special Board Meeting 2/26/26
Next Board Meeting: 3/19/26
Next Board Work Meeting: 3/26/26
Meeting adjourned by Emma at 6:24pm . M/S Rebekah/Dawn Motion passed.
Board minutes submitted by Ashley Gangestad