



**Discovery Woods - District # 4198
Board of Directors Board Meeting
604 N 7th Street, Brainerd, MN 56401
Date: March 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.

Board Members:

- Emma Needham, President
- Dawn Snook, Vice President
- Ashley Gangestad, Secretary
- Rebekah Kent-Ehlebracht, Treasurer
- Matt Hastert, Member
- Chasidi Grant, Member
- Denise Belden, Member
- Kara DeVriendt, Ex-Officio

Called to order at 5pm by Dawn Snook

Present: Dawn Snook, Ashley Gangestad, Chasidi Grant, Matt Hastert

Absent: Denise Belden , Emma Needham , Rebekah Kent-Ehlebracht

Ex-Officio: Kara DeVriendt

Guests:

1. Board Training - Erica Ahlgren, Charter Source - [Governance vs. Leadership Roles & Responsibilities](#)
 - a. Charter Source works with boards to support the school.
 - b. The shared vision between the school board and the school leader. What responsibilities are for the board and the school leader.
 - c. The strategic plan to make sure the school leader and the board have the same ideas. A one page document for leaning into the school board for extra advice. A bio for the website about the school board members. What are our strengths to help the school leader?
 - d. When placing a new member to the board what strengths do we need on our board. Charter Source has a bank of people who want to be on boards. We need community members to join our board. Does the person need to be local to be on our board?
 - e. Are there things that the business manager does in the leadership headings? The business manager is working under the school leader.
2. Community Forum - (3 minutes)-
3. Charter School Finance Committee Report
 - i. February [Financials](#) and [Supplement](#)
 1. Motion to accept the February financials. M/S Chasidi/Ashley Chasidi-yes, Matt-yes, Ashley-yes, Dawn-yes. Motion passed.
 - ii. March Financial Committee Mtg. Minutes
 1. There is nothing new to report. The minutes are in the board folder.

4. Minutes from Prior Meeting: [February 19, 2026](#)

- a. Motion to accept the February 19, 2026 board minutes. M/S Chasidi/Matt. Motion passed.

5. Old and/or Unfinished Business:

- a. Director Goals/Review/Survey
 - i. Sent out the survey to the staff. We got some back and will send it out again.
- b. Board Self-Assessment
 - i. We got it done.

6. School Director's report:

- a. Personnel:
 - i. Hires -
 - 1. Technology Coordinator, Nolen O'Dell
 - a. Motion to accept Nolen O'Dell. M/S Chasidi/Ashley Chasidi-yes, Matt-yes, Ashley-yes, Dawn-yes. Motion passed.
 - ii. Separations -

b. Enrollment:

Year End 2024-25	Current for 2025-26	2026-27 Preliminary
PK 19	PK 19	PK 11
K 8	K 12	K 7
1 11	1 8	1 11
2 12	2 8	2 8
3 17	3 9	3 6
4 10	4 10	4 7
5 11	5 12	5 10
6 12	6 5	6 11
Total = 100 K-6 = 81 PK = 19	Total = 83 K-6 = 64 PK = 19	Total = 71 K-6 = 60 PK = 11

7. [Procurement Policy](#)

- a. Motion to approve the Procurement Policy. M/S Matt/Chasidi. Chasidi-yes, Matt-yes, Ashley-yes, Dawn-yes. Motion passed.
- b. There are new rules. We used the template from Osprey Wilds.

8. Approve [DWS 2026-27 School Calendar](#)

- a. Do we have to do the half days? We can look into the hours we need.
- b. Same as [ISD 181 '26-27 approved calendar](#)
- c. Motion to approve the DW 2026-2027 School Calendar. M/S Chasidi/Ashley Motion passed.

9. Review board goals and Calendar

- a. Board Goals 2025-2026
- b. Board Calendar:

Uncompleted Tasks from previous months:**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

FEBRUARY

- ☒ ~~Complete annual board self-assessment~~

Current Month:**MARCH**

- ☐ Select auditor
- ☐ Review employee survey
 - ☐ Move to April
- ☐ Policy review
- ☐ Review co-curricular and extracurricular activities

Next Month:**APRIL**

- ☐ Review and approve preliminary enrollment and budget assumptions for next year
- ☐ Review preliminary budget for next year
- ☐ Review board member terms (anyone's seats up?)
- ☐ Review progress against contractual academic/environmental goals and outstanding obligations
 - ☐ Move to June
- ☐ Policy review

Next Board Meeting: April 16, 2026

Next Board Work Meeting: March 26, 2026

Meeting adjourned by Dawn at 5:39pm . M/S Chasidi/Matt Motion passed.

Board minutes submitted by Ashley Gangestad