



**Discovery Woods - District # 4198
Board of Directors Board Meeting
604 N 7th Street, Brainerd, MN 56401
Date: September 17, 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, Chair
- Dawn Snook, Vice Chair
- Ashley Gangestad, Secretary
- Chasidi Grant, Treasurer
- Tyler Seemann, Member
- Kara DeVriendt, ex officio

Called to order at by

Present:

Absent:

Ex Officio:

Guests:

1. Board Training -
2. Community Forum - (3 minutes) [Sounding Board: Oversight of Environmental Education](#)
3. Charter School Finance Committee Report
 - i. August Financials and Supplement
 - ii. September Financial Committee Mtg. Minutes
4. Minutes from Prior Meeting: [August 20, 2026](#)
5. Old and/or Unfinished Business:
 - a. Grants
 - i. Applied for a Security Grant for more cameras
 - ii. Applied for MN Land Trust Community Schoolyard Grant
6. School Director's report:
 - a. Playground Update
 - i. Installed Geodome
 - ii. Wood Chips
 - iii. Moving forward on a new playground
 1. Current funds @ \$16,000
 2. Next Playground Committee Mtg. on 9/18/26
 3. See quotes and pictures for 2 playgrounds at reduced price and determine next steps
 - a. Deadline for price reduction is 9/30/26

- b. Marketing/Fundraising Events
 - i. Butter Braids October 5-23
 - ii. Scholastic Book Fair Oct. 5-9
- c. Personnel:
 - i. Hires -
 - 1. Cassandra Brooks, EA (rehire)
 - 2. Megan Heinrich, EA Flex
 - a. Filling in for the Administrative Assistant while on leave, subbing, and working the Aftercare program
 - ii. Separations -
 - 1. Tad Freeman, Janitor
- d. Enrollment:
 - i. Enrollment Activity Log

Year End 2024-25	Year End 2025-26	2026-27 Preliminary
PK 19	PK 20	PK 22
K 8	K 12	K 13
1 11	1 8	1 14
2 12	2 8	2 10
3 17	3 10	3 7
4 10	4 10	4 8
5 11	5 11	5 14
6 12	6 6	6 7
Total = 100 K-6 = 81 PK = 19	Total = 85 K-6 = 65 PK = 20	Total = 95 K-6 = 73 PK = 22

- 7. [Executive Director's Professional Development Plan for SY27](#)
- 8. Policy review
 - a. 9.15: [Student Discipline Policy](#)
 - b. 9.13: [Pupil Fair Dismissal Process Policy](#)
 - c. 8.03 [Use of Crisis Teams to Remove Students with IEPs from School Grounds](#)
- 9. [Board Calendar](#):

Uncompleted Tasks from previous months:

AUGUST

☒ NA

Current Month:

SEPTEMBER

☐ Review standardized test results for the prior year

☐ Move to October

☐ Policy review

☐ 9.15: [Student Discipline Policy](#)

☐ 9.13: [Pupil Fair Dismissal Process Policy](#)

☐ 8.03 [Use of Crisis Teams to Remove Students with IEPs from School Grounds](#)

Next Month:

OCTOBER

- ☐ Accept Annual Report (Due November)
- ☐ Review progress against contractual academic/environmental goals and outstanding obligations
- ☐ Policy review

Next Board Meeting:

Next Board Work Meeting:

Meeting adjourned by at

Board minutes submitted by