



**Discovery Woods - District # 4198
Board of Directors Board Meeting
604 N 7th Street, Brainerd, MN 56401
Date: June 25, 2026 (**RESCHEDULED FROM 6.18.26**)
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 by

Present:

Absent:

Ex-Officio:

Guests:

1. Board Training - Osprey Sounding Board - [Board Member Education & Training](#)
 - a. New member orientation
2. Community Forum - (3 minutes)-
3. Charter School Finance Committee Report
 - i. May [Financials](#) and [Supplement](#)
 - ii. June Financial Committee [Mtg. Minutes](#)
 - iii. Annual Budget Approval
4. Minutes from Prior Meeting: [May 28, 2026](#)
5. Old and/or Unfinished Business:
 - a.
6. School Director's report:
 - a. [ELP](#)
 - i. SY26 goals met
 - ii. SY27 goals approved
 - b. Personnel:
 - i. Hires -
 1. **Kaylyn Thompson** , sub teacher/EA

2. Alexandra Cline, Aftercare/EA

ii. Separations -

1. Kori Sawyer, Aftercare/EA - effective August 8/21/26

c. Enrollment:

i. [Enrollment Activity Log](#)

Year End 2024-25	Year End 2025-26	2026-27 Preliminary
PK 19	PK 20	PK 19
K 8	K 12	K 6
1 11	1 8	1 15
2 12	2 8	2 8
3 17	3 10	3 6
4 10	4 10	4 8
5 11	5 11	5 12
6 12	6 6	6 9
Total = 100 K-6 = 81 PK = 19	Total = 85 K-6 = 65 PK = 20	Total = 83 K-6 = 64 PK = 19

7. Review Classroom Enrollment Caps

8. Sign Director's Contract

9. Policy Review

- a. 4.04: [Electronic Transfer of Funds Policy](#)
b. 6.04: [Criminal Background Check Policy \(staff, volunteers, & board members\)](#)
c. 7.05 [Data Subject Rights and Access Policy](#)

10. Review board goals and Calendar

- a. [Board Goals 2025-2026](#)
i. [New Board Goals 2026-27](#)

b. [Board Calendar:](#)

Uncompleted Tasks from previous months: MAY ☐ Approve the annual budget for next year ☐ Moved to June Current Month: JUNE ☐ Sign the Director's contract ☐ Board orientation for new members ☐ Review Criminal Background Check Policy 6.04 ☐ Review Electronic Transfer of Funds Policy 4.04 ☐ Review - Data Subject Rights and Access Policy 7.05 Next Month: JULY ☐ Review the preliminary year-end financial review ☐ Complete Organizational Meeting Annual ☐ Review bylaws as part of the annual meeting

- ☐ Designations including Board Positions
- ☐ Determine next year's board meeting schedule
- ☐ Statement of Assurances
- ☐ Collect annual conflict of interest disclosure forms

Next Board Meeting:

Next Board Work Meeting:

Meeting adjourned by at . M/S

Board minutes submitted by