

# Discovery Academy of Lake Alfred

## Governing Board Meeting Minutes 3/14/2017

The following members were present:

Carol Fulks	Executive Director/Treasurer
Charlotte Butler	Chairperson/Community Member
Mike Jones	Community Member
Linda Williams	Community Member
Jill Dunbar	Secretary

Charlotte Butler welcomed everyone and called the meeting to order at 8:30 AM. She mentioned that Kitty Walker would not be present as her husband had just had surgery and he would be going home today. The surgery went well. Butler also mentioned that Lori was not in attendance; Carol Fulks stated that Lori was currently on maternity leave.

### **Minutes**

There was one correction made to the minutes (Linda Williams was present at the meeting and should be added to the minutes as so.) A motion was made by Linda Williams to accept the corrected minutes. Mike Jones seconded the motion. The motion was passed by unanimous vote.

### **Treasurer's Report**

George Miarecki, CPA, reviewed the financial statements with the board line item by line item. He suggested that the dining hall should purchase some necessary equipment. Overall the finances look good, keeping within the budget. Investments have had a good return for the first half of the year. Budgets are very close to actual dollars spent. Title 1 has spent half of its budget and will spend the rest by the end of the year.

Miarecki presented the Form 990 to the Board and answered any questions they had.

Mike Jones made a motion to accept the Form 990 as presented and Linda Williams seconded the motion. The motion passed by unanimous vote.

Miarecki then presented the 2017-18 Draft Budget to the Board. He reviewed the budget line item by line item answering any questions from Board members.

## **President's Report**

Carol Fulks reviewed current enrollment for the Board: 325 6<sup>th</sup> grade, 301 7<sup>th</sup> grade, 318 8<sup>th</sup> grade for a total of 944 students enrolled. She explained how enrollment had fluctuated throughout the year. The administrators discussed having the same enrollment for all three grade levels in 2017-2018. The target plan is to have 975 students school wide with 325 per grade level.

The 2017-2018 applications are still being submitted. Currently Discovery has 433 6<sup>th</sup> grade apps, 40 7<sup>th</sup> grade apps and 47 8<sup>th</sup> grade apps. There will be waiting lists for all three grade levels.

Mrs. Fulks presented the personnel actions and answered any questions from the Board. Linda Williams made a motion to accept all personnel actions; Mike Jones seconded the motion. It was passed by unanimous vote.

## **Old Business**

Kevin Warren spoke to the Board regarding Title 1. Discovery will be a Title 1 school again next year. The allocation has gone up from this year, so that is good for the school. Kevin Warren and Carol Fulks met with the district and had questions answered regarding Title 1. Free/reduced lunch is still at 76%.

Warren spoke about the possibility of hiring a student success coach for the school. The position would help lower income students and students in need, enhancing what the school already provides to all students.

Carol Fulks gave each Board member the organizational chart that was presented at the previous board meeting. All Board member thought the amended version was much clearer. There was discussion concerning Mark Whitehead's position and that it includes Climate for each school. Mrs. Fulks stated that he has a lot of interest in that area and does a good job in the position.

Kevin Warren explained the new Exit Interview form to the Board. This tool will give the administration information as to why a staff member is leaving the school so improvements can be made if necessary. There was some discussion from Board members regarding the form: Butler would like to see 2 blank lines allowed for satisfaction area and Mike Jones asked when the form would be distributed; Fulks stated when the employee turns in keys he/she will be given the form. Linda Williams asked if this form would be used for all employees. Carol Fulks stated that it would be used for both resignations and terminations.

## **New Business**

Carol Fulks presented the Audit Contract for McCrady & Hess. There were no questions or comments. Mike Jones made a motion to accept the McCrady & Hess

Audit Contract as written. Linda Williams seconded the motion and it was passed by unanimous vote.

### **Board Member Report**

Charlotte Butler stated that she was sorry to see Loretta Lozell retire and was happy to hear House 1 was having a small get together for her on her last day. Butler stated there would be another BOGO at Dala's Closet this week to clear some inventory. The Leadership Team had good trips to Mike Jones' church and to the courthouse. They will be going to the Catapult Entrepreneurial Service in Lakeland and also to Polk State College before the end of the year. They will have 1 more meeting and an end-of-year celebration.

Mike Jones stated that he has been getting good feedback about the High School and he has been speaking about the High School to the Lake Alfred Commission.

Linda Williams stated that she continues to hear positive things about the new school and about Dala from community members.

Linda Williams made a motion to adjourn the meeting at 9:15 AM; it was seconded by Mike Jones and was passed by unanimous vote.

Next Meeting: June 13, 2017  
8:30 AM in the Discovery Academy  
of Lake Alfred Media Center