

# Discovery Academy of Lake Alfred

## Governing Board Meeting Minutes 3/8/16

The following members were present:

Carol Fulks	Executive Director/Treasurer
Charlotte Butler	Chairperson/Community Member
Mike Jones	Community Member
Kitty Walker	Community Member
Linda Williams	Community Member
Jill Dunbar	Secretary
Katelyn Nykiel	Teacher of the Year- Non-voting

### Minutes

Charlotte Butler welcomed everyone and called the meeting to order at 8:30 AM. There were no additions or corrections to the minutes.

A motion was made by Linda Williams to accept the minutes as written. Kitty Walker seconded the motion. The motion was accepted by unanimous vote.

### Treasurer's Report

George Miarecki, CPA, reviewed the financial statements with the board line item by line item. He stated that there would not be much savings this year due to the land purchase. He stated that DALA would show a deficit for the audit in June, but after Mike Jones asked if that would be a problem, George explained that the whole financial statement explains this and Discovery is in a good position financially for the year.

The Title I Budget amendment was reviewed. Discovery did not hire a paraprofessional for Title I this year, so the budget was amended to use the money previously allocated to the para salary for other needed areas such as subs for Subject Area meetings. George stated that Discovery's goal is to use all the money on qualifying expenditures and they will do so this year.

Mike Jones made a motion to accept the Title I Budget Amendment #1. Linda Williams seconded the motion. The motion was passed unanimously.

George Miarecki stated that investments were down, but he is hoping they will come up. Investments will not be moved at this time.

## **President's Report**

Carol Fulks stated that the enrollment of the school is 1019 students, with 335 in 6<sup>th</sup> grade, 361 in 7<sup>th</sup> grade and 323 in 8<sup>th</sup> grade.

Open Enrollment is going well with Discovery Academy receiving a total of 419 applications to date. Mrs. Fulks stated that Discovery plans to stabilize enrollment at 335 students per grade level.

Personnel Actions were discussed. Fulks reviewed a list provided to each board member, including resignations, new hires and any changes in assignment.

Kitty Walker made a motion to accept all listed personnel actions; Mike Jones seconded it. The motion was passed by unanimous vote.

## **Old Business**

Carol Fulks updated the Board about Title I. Discovery has been approved as a Title I school for the 2016-2017 school year. The allocations will be similar to this year.

A discussion was held concerning Purchasing Limits for the school. George Mairecki explained how a purchase limit could be useful to the school and administration. By implementing a purchasing limit, administration would not need board approval for all items purchased, only those above a certain limit. He stated that many charter schools have purchasing limits and gave some examples as to the types of limits. He also stated that with a lower limit, the Board would have to meet more often. Mike Jones stated he would not want to have the Board meet monthly. The Board members discussed the possibilities and Mike Jones made a motion to have a Purchasing Limits Policy written to include the following:

- Purchasing allowed, without board approval, with a limit up to the amount in the budget constraint;
- New items purchased over \$20,000.00 up to \$50,000.00 allowed without board approval. Administration will communicate with Board members via email concerning the purchase being made.
- Replacement items are those deemed necessary and do not have to be approved by the Board.

Linda Williams seconded the motion. The motion was passed unanimously.

The Board plans to vote on this policy at the next board meeting in June 2016.

## **New Business**

Carol Fulks presented the Annual Audit Contract from McCrady & Hess. She stated that they increased the cost by \$1000.00 this year due to the added work needed for

the FRS. There had not been an increase to this contract in many years and George Miarecki stated that McCrady & Hess did a lot of work last year concerning the FRS and did not charge us. Linda Williams made a motion to accept the McCrady & Hess contract for next year and Kitty Walker seconded the motion. The motion was passed unanimously.

Mark Whitehead spoke about the need for 2 more buses to be ordered and delivered by July to add to the fleet. This would add to the 2 buses that have already been ordered. The total of 4 new buses will cover the added students who are enrolling at the High School. A discussion was held with the Board members about how the transportation would work for both schools. Mr. Whitehead stated at this time both schools would be transported together with the possibility of transporting the HS and the MS separately once the HS was completed. The Board asked how many students would be transported from the new HS. Mr. Whitehead stated that approximately 288 students out of the 300 would be offered transportation.

Linda Williams made a motion to approve the purchase of 2 additional new buses. Kitty Walker seconded the motion. The motion was passed unanimously.

Carol Fulks added to the agenda the fee proposal from Furr & Wegman Architects for the second phase of the High School. She explained the contract, including the architects giving Discovery a credit of \$48,000.00 on future invoicing. The second phase will include the Gym and the Administration/Cafeteria buildings. Construction for phase 2 will begin in August of 2016, and will be completed for the beginning of the 2017-2018 school year.

Mike Jones made a motion to accept the Amendment to the Agreement for Professional Services, Exhibit A, from Furr & Wegman. Kitty Walker seconded the motion. The motion was passed unanimously.

Charlotte Butler asked Carol Fulks about the DHS Contract with the District. It has been approved; however, Discovery is waiting for the District to get all necessary signatures. Discovery will then be able to finalize financing for the High School.

### **Board Member Report**

Charlotte Butler read two thank you notes from Cheryl Wilkinson for the retirement gifts she received. Charlotte stated that Dala's Closet is doing well; parents are asking if vouchers will be good at the High School also. The Leadership Discovery Team enjoyed their trip to the Courthouse and received a nice note from the judge about the great behavior from the students while visiting. Kitty Walker said that the courthouse was a great experience for all the students. The Leadership Team is going on another outing on Friday, March 11. Mike Jones thanked the

administration for all they do to run the school so well. Linda Williams gave kudos as well to staff and administration.

Mike Jones made a motion to adjourn the meeting at 9:35 AM. Linda Williams seconded it. The motion was passed unanimously.

Next Meeting: June 14, 2016  
8:30 AM in the Discovery Academy  
of Lake Alfred Media Center