

Discovery Academy of Lake Alfred

Governing Board Meeting Minutes 8/8/2017

The following members were present:

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

Charlotte Butler welcomed everyone and called the meeting to order at 8:30 AM.

Minutes

A motion was made by Linda Williams to accept the board minutes as written. 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. The District owes Discovery Academy money for IDEA. Dining Hall must spend over 70% of the income during the school year; the school can only save 30% or less. Discovery saved 25% this year after buying necessary kitchen items. He stated that rent dollar amount for DHS to pay DALA will now be determined because DHS has more students and more funds. Expenses were under budget in most categories. The school stayed within the budget overall.

Miarecki stated that Title I funds had been completely expended for the year; being spent mostly on personnel and staff training. Miarecki reviewed the 2017-18 Title I Budget. Discovery will receive a higher allocation than last year. The budget included half of the Media Specialist salary because the school was not allowed to add a new position for the use of the money; it had to be used for personnel already in place.

Linda Williams made a motion to accept the 2017-18 Title I Budget as presented and Kitty Walker seconded the motion. The motion passed by unanimous vote.

President's Report

Carol Fulks reviewed the projected enrollment for the 2017-18 school year. To date, accepted students are as follows: 322 6th grade, 337 7th grade, and 313 8th grade for a total of 972 students. Fulks stated that Discovery has a strong waiting list.

Mrs. Fulks presented the personnel actions to the Board. Most new hires had been completed at the previous board meeting. She stated that Discovery has a pending hire for the Art teacher position. Kitty Walker made a motion to accept all personnel actions; Mike Jones seconded the motion. It was passed by unanimous vote.

Old Business

Kevin Warren gave each Board member a copy of the letter to parents that will go home with students on the first day of school. The letter updated the Electronic Device Policy by clarifying policy regarding pictures/posting for students. There was some discussion from the Board members and it was understood that the discipline for pictures/posting would be progressive before it reaches the Board, with each incident being handled with the "rule of good judgment."

Linda Williams made a motion to accept the updated Electronic Device Policy. Kitty Walker seconded the motion and it was passed by unanimous vote.

Carol Fulks then handed out paperwork to the Board member regarding the Teacher Evaluation System Procedures. She explained the procedures to the Board. Charlotte Butler asked how many teachers each evaluator would have. Warren stated that each evaluator would have approximately 17, with evaluators being the Principal and Assistant Principals.

Linda Williams felt the administration had done a good job and the evaluation process will be better. Patricia Miller thought it would ensure fairness across the board. Charlotte Butler thought the system would now be more consistent.

Linda Williams made a motion to accept the Procedures for Evaluators as presented by Carol Fulks. Mike Jones seconded the motion and it was passed by unanimous vote.

Each board member received a full copy of the Teacher Evaluation System with the proposed changes highlighted. Warren explained the changes to the board. These changes would be voted on at the next board meeting.

New Business

Kevin Warren spoke to the Board regarding Title 1. The SIP is in process. The draft is due on August 15 and hopefully the school will receive feedback. There were no significant changes to the barriers of action plan.

Board Member Report

Charlotte Butler recognized and remembered Peggy Cook, who had passed away. Peggy was the first Board President and founded the Discovery Leadership Team for Dala.

Butler stated that Dala's Closet is up and running, open today and tomorrow. Parents are very appreciative for the opportunity to buy gently used uniforms. Butler stated that the Leadership Discovery Team would have its first meeting next week to select new members for 2017-18.

Mike Jones stated that he had received an email from a teacher and was not sure how to proceed. He had not responded to the email. The email was from Laura Hurd. Charlotte Butler reiterated the procedure for board contact, and that it was now up to Hurd to contact the administration. Linda Williams stated that the issue had been resolved and Hurd has been given the opportunity to present documents and request another observation. Mike Jones thanked the board and said that he felt he needed to bring the email to the attention of the board.

Carol Fulks then asked if the board felt the need to clarify how teachers/staff should proceed if issues are not resolved. There was some discussion amongst the Board and it was decided that the staff would be introduced to Charlotte Butler at the Lunch provided to staff this week. Mike Jones asked if there was anything written as to the proper channels of communication if the teachers/staff have a conflict. Carol Fulks stated that she would check the personnel agreement. In conclusion, the Board would like to make sure that the staff/teachers follow a chain of command if they have a conflict.

Kevin Warren would follow up with Mark Whitehead to ensure Whitehead has made contact with Laura Hurd regarding whether she would like to provide documents.

Kitty Walker thanked everyone for all of their hard work.

Mike Jones made a motion to adjourn the meeting at 9:20; Linda Williams seconded it. The motion was passed by unanimous vote.

Board Approved
10/12/2017
Date

Next Meeting: October 10, 2017
8:30 AM in the Discovery Academy
of Lake Alfred Media Center