

Discovery Academy of Lake Alfred

Governing Board Meeting Minutes 10/12/17

The following members were present:

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

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

ANNUAL BUSINESS MEETING **Election of Chair / Officers**

Charlotte Butler stated that she would like to retire from the Board after serving one more year.

Mike Jones nominated the following members for the Board to continue in their positions:

Chair- Charlotte Butler, President- Carol Fulks, Treasurer- Carol Fulks, and Secretary- Jill Dunbar. Kitty Walker seconded the motion and it was passed by unanimous vote.

Presentation of Annual Audit

George Miarecki stated that the audit has been delayed due to the hurricane. He is currently waiting for the final draft and will have the auditor at the next board meeting to present the annual audit to the board members and it will be voted on at that time.

Minutes

There was one correction to the minutes from 8/8/2017- Williams was spelled incorrectly on page 1. A motion was made by Kitty Walker 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. Actual vs. budget was very good. Investments are at \$1.225 million and are doing well.

IDEA Grant Budget will change once the district corrects the numbers. There will be more money in the budget at that time.

Mike Jones made a motion to accept the IDEA Grant Budget. Kitty Walker seconded the motion and it was passed by unanimous vote.

President's Report

Carol Fulks reviewed the Personnel Actions for the board.

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

Old Business

Carol Fulks gave a handout to the board that explained the medical coverage deductibles for this year.

Carol Fulks recommended deferring the approval of the Teacher Evaluation System because of changes from DOE. The board will vote on this in January at the next board meeting.

The board discussed a teacher concern. Laura Hurd read a letter to the board regarding her 16-17 observations and final evaluation. This letter was also sent to Jacqueline Byrd and Melissa Brady of the district. This concern dates back to the June board meeting. Hurd felt that the issue had not been resolved. Charlotte Butler stated that the issue was investigated fully by the Board it was the intention of the Board that Laura have the option to have another observation performed this year with an administrator of her choice and to submit documentation showing that she is a highly effective teacher. She did not understand that she could have another observation and was concerned that she now would not be able to apply for the Best & Brightest Scholarship Award and her family would miss out on that money.

Mark Whitehead explained that he had met with Laura Hurd on 3 occasions regarding her 16-17 formal observation, and at that time the BAM scores were still not available. Whitehead stated that he felt "effective" rating was appropriate with the documentation for lesson plans and observable items that Hurd supplied to him. Laura Hurd did not ask him for another observation at any of the meetings.

Mr. Warren handed out to all present an example of a teacher evaluation to explain Hurd's scores. Even if she had been given "highly effective" scores on all categories

from her administrator, adding the student achievement score would not have allowed her final evaluation score to be “highly effective.” She would still have been “effective.”

There was then discussion regarding the evaluation system in general. Charlotte Butler stated that changes may be made to the Teacher Evaluation System for the current year, but those changes could not be used for a previous year’s evaluation.

Charlotte Butler asked Laura Hurd what she would be happy with as a resolution to this issue. Laura Hurd stated that since her observation is basically invalid because proper procedures were not followed, she would like to be able to submit to the Best & Brightest Scholarship Award application with the following documentation:

- Laura’s 15-16 final evaluation from another Polk County school,
- A letter from Mr. Warren stating that Laura Hurd did not have a valid 2016-17 formal observation from Discovery Academy.

Mr. Warren stated that he did not think the State would accept those documents in place of a 16-17 Final Evaluation from Discovery. Mrs. Butler asked Laura if this would be acceptable to her even if the State did not accept the letter and previous evaluation for the Best & Brightest Scholarship Award. Laura Hurd stated that she would accept the State’s decision and the issue of her 16-17 formal observations/final evaluation that she has brought to the DALA Board would be resolved, regardless of the outcome of the Best & Brightest Scholarship Award.

Mike Jones made a motion that because Laura Hurd was not given a valid formal observation in the 2016-17 school year, she shall be permitted to submit her prior school’s evaluation with a statement from Kevin Warren to the Best & Brightest Scholarship Award application. Kitty Walker seconded the motion and it was passed by unanimous vote.

Kevin Warren then stated that he was concerned because Laura Hurd had emailed district personnel regarding this issue. Laura Hurd stated that she would send a follow-up email to all concerned parties notifying them that the issue was resolved at the DALA board meeting.

Kevin Warren stated that the Title I School Improvement Plan (SIP) is complete and very similar to last year with some new strategies added. The PIP (Parent Involvement Plan) is part of the SIP, but is not included at this time because of necessary revisions to the format required by the State. The Board will vote on the PIP at the January Board meeting.

Charlotte Butler asked how the hurricane make-up time would affect the teachers. Warren stated that the teachers would be using time during subject area meetings and team meetings so as not to take up much of the teacher planning time for trainings.

Kitty Walker made a motion to accept the 17-18 School Improvement Plan. Mike Jones seconded the motion and it was passed by unanimous vote.

New Business

Carol Fulks presented the 17-18 Wellness Policy to the Board. It is the same as the year before with any changes required by the Federal government..

Mike Jones made a motion to accept the 17-18 Wellness Policy. Kitty Walker seconded the motion and it was passed by unanimous vote.

Charlotte Butler added an item to the agenda: She would like to have the board meetings recorded in some way. Butler would like there to be a recording to refer back to if ever the need arises. There was some discussion on whether the recordings should be voice only or video and voice.

Mike Jones made a motion to have Jeremy Hurd look into options and have a trial recording at the January board meeting. Kitty Walker seconded the motion and it was passed by unanimous vote.

Board Member Report

Charlotte Butler stated that the Leadership Discovery Team will have its first trip on Tuesday.

Mike Jones stated that he is happy the issue with Laura Hurd has been completely resolved.

Mike Jones made a motion to adjourn the meeting at 10:20AM; it was seconded by Kitty Walker and passed by unanimous vote.

Next Meeting: January 16, 2018
8:30 AM in the Discovery Academy
of Lake Alfred Media Center

Board Approved
1/16/2018
Date