

# Discovery Academy of Lake Alfred

## Governing Board Meeting Minutes 6/12/2018

The following members were present:

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

Charlotte Butler welcomed everyone and called the meeting to order at 8:35 AM.

### **Minutes**

A motion was made by Mike Jones to accept the 3/13/18 minutes as written. Kitty Walker 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. Charlotte Butler asked if there was a projected date for closing on the construction loan; Fulks stated that hopefully it would be very soon, but the USDA is still working on the approval.

Miarecki then updated the Board regarding the 17-18 budgets. There was some discussion as to why half of the Media Specialist salary had to be paid from the Operating Fund when it had been designated to be paid through Title 1. Miarecki explained that there was only enough money to pay half; however, both teacher coaches had been paid through Title I. He explained that when the Budget was created, DALA did not know the exact allocation for Title I. All budgets looked good.

Miarecki then reviewed the 2018-19 Operating Budget and the 2018-19 Title I Budget. Butler asked if there would be a problem getting the student count up to 975 as stated in the budget. Kevin Warren, Principal, stated that DALA is currently accepting more students and the count will actually be a bit higher than that at the beginning of the school year in anticipation of families moving and/or students changing their choice on which school to attend.

Mike Jones made a motion to accept the 2018-19 Operating Budget as presented. Kitty Walker seconded the motion and it was passed by unanimous vote.

Kitty Walker made a motion to accept the Title I Budget as presented. Mike Jones seconded the motion and it was passed by unanimous vote.

Miarecki stated that investments are doing very well at this time.

The 990 from the auditors was presented to the Board by George Miarecki.

Mike Jones made a motion to approve the 990. Kitty Walker seconded the motion and it was passed by unanimous vote.

### **President's Report**

Carol Fulks stated that enrollment for 2018-19 is at 958, with 318 6<sup>th</sup> grade, 325 7<sup>th</sup> grade and 315 8<sup>th</sup> grade. There is a waiting list for all grades.

Carol Fulks then 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.

Charlotte Butler asked how the evaluation process was working with the changes that had been made. Patricia Miller stated that the process has been going smoothly from a teacher standpoint. Kevin Warren stated that admin will know more once the evaluations are complete with student scores.

### **Old Business**

The Board discussed the amended Succession Plan proposal.

Mike Jones made a motion to accept the Succession Plan. Kitty Walker seconded the motion and it was passed by unanimous vote.

Kevin Warren updated the Board regarding Title I. Admin is waiting for student score results in order to analyze the data and begin to make changes to the Parent Involvement Plan for the 18-19 school year.

### **New Business**

Carol Fulks presented the Enterprise Services Cleaning, Inc. contract for janitorial services for 2018-19.

Kitty Walker made a motion to accept the Enterprise Services, Inc. contract. Mike Jones seconded the motion and it was passed by unanimous vote.

Fulks then presented the 2018-19 school calendar and the 2018-19 board meeting dates and open enrollment dates.

Mike Jones made a motion to accept the 2018-19 school calendar and the 2018-19 board meeting dates and open enrollment dates. Kitty Walker seconded the motion and it was passed by unanimous vote.

Each Board member signed a conflict of interest form.

Fulks then presented the 2018-19 Salary Schedule. Fulks reviewed any changes that had been made.

Kitty Walker made a motion to accept the 2018-19 Salary Schedule as presented. Mike Jones seconded the motion and it was passed by unanimous vote.

Fulks presented the 2018-19 accounting services contract with George Miarecki, CPA.

Kitty Walker made a motion to accept the accounting services contract with George Miarecki. Mike Jones seconded the motion and it was passed by unanimous vote.

Mark Whitehead, Assistant Principal, explained the safe schools proposal letter regarding the Marjory Stoneman Douglas High School Safety Act 2018 Florida Senate Bill 7-026. The admin has chosen to have the schools (DALA and DHS) be provided with a School Resource Officer (SRO) from Lake Alfred Police Department (LAPD) for the 2018-19 school year.

Mike Jones made a motion to approve the Safe Schools Proposal as presented. Kitty Walker seconded the motion and it was passed by unanimous vote.

Whitehead handed out a contract between Discovery Schools (DALA and DHS) and the Lake Alfred Police Department to each Board member. The Board reviewed the contract and there was some discussion on the matter.

Mike Jones made a motion to accept the contract with LAPD for the SRO at DALA and DHS for the 2018-19 school year. Kitty Walker seconded the motion and it was passed by unanimous vote.

Kevin Warren stated that the LAPD has been very helpful with this process.

Carol Fulks addressed the Board regarding the use of microphones. She stated that she is concerned that board members might not be as forthcoming with the use of microphones. There was discussion amongst the board members.

Mike Jones made a motion stating that at this time the Board does not feel it is necessary to record board meetings, but reserves the option to review the matter in the future. Kitty Walker seconded the motion and it was passed by unanimous vote.

### **Board Member Report**

Charlotte Butler thanked Patricia Miller for serving on the Board and wished her good luck in her new position as Literacy Coach. She also thanked admin for the yearbooks from DALA and DHS.

Kevin Warren stated that Erica Hudson would not be able to perform her duties as Teacher of the Year 2018-19 due to taking a position at DHS. Natalie Gish will take her place as TOY and serve on the Board. He also stated that he is sorry to have Miller leave the classroom, but stated that she will be a great asset for the entire school in her new role as Literacy Coach.

Kitty Walker thanked everyone for their hard work.

Mike Jones suggested that Discovery Academy look into choosing a new logo for the school; he would like to see something more exciting like DHS has.

Mike Jones made a motion to adjourn the meeting at 10:00AM; it was seconded by Kitty Walker and passed by unanimous vote.

**Next Meeting: August 14, 2018**  
8:30 AM in the Discovery Academy  
of Lake Alfred Media Center

**Board Approved**  
8/21/2018  
Date