

# Discovery Academy of Lake Alfred

## Governing Board Meeting Minutes 6/16/2020

The following members were present:

Carol Fulks	Executive Director/Treasurer
Charlotte Butler	Chairperson/Community Member
Aimee Diaz	Community Member
Nancy Daley	Community Member
Mary Pulse	Secretary

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

### Minutes

A motion was made by Aimee Diaz to accept the 3/10/20 minutes as written. Nancy Daley 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. Miarecki told the board that the bus loans are being paid down nicely and assets have not changed. The budget is expected to break even which is very good news in light of everything that has happened in the last few months. Mr. Miarecki also stated that we have 30% of the instructional budget remaining which at this time of year it's usually only approximately 24% remaining.

Nancy Daley asked if there was federal money available due to COVID-19. Mr. Miarecki said there are PPP loans that can be used for salaries and expenses. There is also the CARES act that he is looking into but we have not yet applied for this grant.

Miarecki then reviewed the 2020-2021 Operating Budget. The budget is projected for 980 students. Salaries are slightly less than last year's projections due to the elimination of some long-term substitutes. Transportation budgeted for 28 buses last year, which was too many; it has been decreased to 27 for the upcoming school year. We should be in a break-even situation with the ability to adjust as necessary.

Aimee Diaz made a motion to accept the 2020-2021 Operating Budget as presented. Nancy Daley seconded the motion and it was passed by unanimous vote.

Board Approved  
8/11/20  
Date

## **President's Report**

Carol Fulks stated that enrollment goal for 2020-2021 is 980 students. At t his time we have 325 for 6<sup>th</sup> grade, 319 for 7<sup>th</sup> grade and 318 for 8<sup>th</sup> grade. There is a waiting list for all grades.

Carol Fulks then reviewed the Personnel Actions for the Board.

Nancy Daley made a motion to accept all personnel actions and Aimee Diaz seconded the motion. The motion was passed by unanimous vote.

## **New Business**

Carol Fulks presented the 2020-2021 Governing Board Meeting schedule. At this time, there were no members that foresaw any scheduling conflicts. Nancy Daley made a motion to approve the Governing Board Meeting Schedule, and Aimee Diaz seconded the motion. The motion was passed by unanimous vote.

## **Salary Schedule/Raises 2020-2021 Discussion**

Carol Fulks told the board that in the past evaluations were used to establish raises for each employee but we cannot do that for the 2019-2020 school year.

George Miarecki said we have some options; we can do what Polk County is doing and each employee gets the same raise as they had for the 2019-2020 school year or we can give no raise at all or a third option would be to give a flat across the board percentage for each employee. Mr. Miarecki said we are waiting on the state revenue allocation numbers and then we will have a better idea of what realistically can be given.

Nancy Daley asked for an explanation of how Highly Effective vs. Effective is determined for each employee. Ms. Daley recommended an even raise across the board for everyone.

Kevin Warren said if a flat percentage was given for each employee, the previous highly effective rated employees would be penalized but it would give the effectively rated employees a chance to grow and achieve.

Nancy Daley suggested perhaps using a percentage based on teaching experience.

Charlotte Butler said a cost of living raise would be nice for everyone and she felt everyone should be rewarded for another year's experience.

Mrs. Fulks and Mr. Miarecki welcomed everyone's input and said at the August Governing Board Meeting we would have a better idea of the money we will be receiving from the state and can make a final decision then.

### **Mutual Cooperation Agreement**

Mrs. Fulks went over the Mutual Cooperation Agreement with the board and said after careful review there are 11 ways that Discovery Academy and Discovery High School work together.

Charlotte Butler inquired if the agreement was presented to the staff and Mrs. Fulks said it was not since the staffs of both schools are already carrying out all items in the agreement.

Nancy Daley made a motion to accept the Mutual Cooperation Agreement and Aimee Diaz seconded the motion. The motion was passed by unanimous vote.

### **Cleaning Protocol**

Carol Fulks presented to the Board the Cleaning Protocol that will be implemented. The cleaning protocol is based on the CDC recommendations.

Mrs. Fulks told the board that a deep cleaning of the school was done in March. Mark Whitehead said the deep cleanings will continue as part of a regular routine at Discovery Academy. Mr. Whitehead also said that hand sanitizing stations will be installed in high traffic areas.

Charlotte Butler asked if the state has given a timeline of when decisions will be made regarding the start of the 2020-2021 school year. Mr. Kevin Warren said the county survey was finished on June 12 and we are awaiting the results but we must be flexible in this ever-changing environment.

Mrs. Butler asked about busing and transportation. Mr. Whitehead said that he is looking into several possibilities of how we can continue to transport students while maintaining a safe and healthy environment for each of our students.

Aimee Diaz made a motion to accept the Cleaning Protocol as presented. Nancy Daley seconded the motion and it was passed by unanimous vote.

### **Board Member Report**

Charlotte Butler thanked Mrs. Fulks for her continued dedication to Discovery Academy and doing her best to prepare for the upcoming school year even though we do not know exactly what the opening of school will look like. Mrs. Butler said

the challenges are mind boggling but as always Mrs. Fulks manages to do the very best for the students of Discovery Academy.

Aimee Diaz and Nancy Daley also expressed their gratitude to Mrs. Fulks.

Kelsey Drzewiecki, our new Teacher of the Year representative attended the meeting and will serve on the board for the 2020-2021 school year. Mrs. Drzewiecki said she is excited to be a part of the Governing Board and even more excited to get back into the classroom and work with her students.

Nancy Daley made a motion to adjourn the meeting at 9:11 AM; it was seconded by Aimee Diaz and passed by unanimous vote.

**Next Meeting: August 11, 2020**  
8:30 AM in the Discovery Academy  
of Lake Alfred Media Center