

Discovery High School
Governing Board Meeting Minutes
03/05/2024

The following members were present:

Carol Fulks	Executive Director/Treasurer
Nancy Daley	Chairperson/Community Member
Charlotte Butler	Community Member
John Taylor	Community Member
Doretha Tillman	Community Member
Tania Sims	Secretary

Nancy Daley welcomed everyone and called the meeting to order at 9:00 AM.

Minutes

A motion was made by Ms. Nancy Daley to accept the 01/09/24 minutes as written. John Taylor seconded the motion. The motion was passed by unanimous vote.

Special Report

Ms. Nancy Daley introduced Ms. Becki Krueger from Bond Management Consulting Services.

Ms. Krueger said that on her visit to Discovery Schools her goal was to look at all the financials, governing board minutes for the past 4 years, annual budgets, payroll reports, and audit financial statements.

Ms. Krueger shared the historical enrollment data report. She stated that student enrollment was lower than necessary to maintaining the financial revenues. She mentioned that she studied the enrollment quarterly and students from the waiting list were not enrolled as student left.

Ms. Krueger said that DALA should have 980 students and DHS should have 950 students enrolled. She recommended to over enroll, she suggested enrollment targets for DALA to enroll 1,020 students and DHS to enroll 990 students.

Ms. Krueger suggested increasing marketing, she said targeting those new students moving into the new developments around the area, and increasing family engagement.

Board Approved
6/4/24
Date

Ms. Krueger said that teachers need to understand the importance of the budgeting process, and the number of students to have per class to maintain the revenue stream.

Ms. Krueger recommended that transportation needed to rethink the current routes to try to pick up some of those students that lost transportation this school year.

Ms. Krueger talked about expense measures, combining some positions, and balancing the staff to enrollment.

Ms. Krueger suggested some training for the governing board members, so they will understand what they are looking at in order to make better informed decisions.

Ms. Krueger said that the Executive Director, Principal and leader position should be reviewed by the board annually.

Ms. Krueger recommended to recruit another board member who has a financial background.

Ms. Krueger recommended to create a contingency budget if enrollment goals are not met.

Ms. Daley suggested to schedule a special board meeting to discuss ideas, questions and concerns on Tuesday, March 19th 2024 at 10:00 a.m.

Ms. Daley stated that the board meeting would like to receive a more detailed packet from Mr. Miarecki and both principals.

Mr. Jemison said that he knows that Ms. Krueger mentioned to combined classes, but DHS can't combine English one in English two to one class at the high school level. He also mentioned honored or AP classes are going to be lower, if DHS get rid of those classes you're going to lose those students.

Mr. Jemison said that he met with transportation and they were leaning towards allowing students to go to the closest Stop if they don't have transportation.

Mr. Jemison stated that DHS didn't lose a lot of kids because of the football program. He also said that the students can still attend Discover High and play football at a public school.

Mr. Jemison announced that DHS will have a Football program next school year.

Ms. Fontaine stated that DHS lose more kids due to Polk Collegiate.

Ms. Daley said that she got a call from the bond holders directly, they suggested Building Hope a nonprofit organization that helps charter schools.

Mr. Warren stated that Discovery schools are already working an action plan based on Ms. Krueger's report.

Ms. Daley suggested to meet every two weeks to work on Discovery Schools action plan.

Mr. Warren stated that transportation is pretty complicated, and when they took away those routes, they also added a bunch of routes.

Treasurer's Report

George Miarecki, CPA, reviewed the financial statements with each Board line item individually.

Mr. Miarecki review Discovery High financials on operating funds of January 31, 2024.

Mr. Miarecki said that DHS has been paid for 880 students until last month February, but DHS has been reduced to 801.

Mr. Miarecki said that the district owes DHS money for Title one and IDEA.

Mr. Miarecki said that expenses are good, but DHS is not making the amount of money that's required to pay those expenses.

Mr. Miarecki mentioned that on instructional DHS has 47% of their budget left and they should have 45% left. He also said that on people personnel services DHS is right on budget, on admin they have 43.4% left and they should have 43% left.

President's Report

Mrs. Fulks shared the current enrollment for Discovery High is 781 students. There are 223 in 9th grade, 213 in 10th grade, 183 in 11th grade and 162 12th graders as 03/04/2023.

Mrs. Fulks then presented the personnel actions. The personnel actions were put to a vote and John Taylor voted to accept, seconded by Doretha Tillman. The Personnel Actions were passed with a unanimous vote.

Old Business

Mr. Jemison shared a Title One update; DHS sent out the parent survey.

Mr. Jemison said that the survey helped to gather the information about parents wanting to see more electives. Mr. Jemison also mentioned that DHS might be able to offer the top two electives: Criminal Justice and Marketing, based on certification of teachers that DHS has on campus.

New Business

Mrs. Fulks presented DHS calendar for 2024-2025 which is based on PCSB.

A motion was made by Ms. Nancy Daley to approve the school calendar for 2024-2025. John Taylor seconded the motion. The motion was passed by unanimous vote.

The meeting was adjourned by Nancy Daley at 9:43 A.M.

Next Meeting: June 4th, 2024
Discovery High School Meeting
at 9:00 AM – DALA's Media Center