

Discovery High School
Governing Board Meeting Minutes
06/27/2024
AMENDED

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 A.M.

Interview Board

Ms. Daley introduced Ms. Terry Gier, Ms. Daley asked Ms. Gier to share (overview) background and current occupation.

Ms. Gier shared her background in education as a speech pathologist, she has been principal of life skills academy formerly the Career Center Academy in Lake Alfred until the present.

Ms. Gier asked what kinds of decisions does the member make?

Ms. Daley explained all the responsibilities like, approve the budget reports, personnel changes, contracts, etc...

Ms. Daley asked what e financial experience does she have at the school?

Ms. Gier said that she doesn't have any formal training bookkeeping or accounting, but she works really close with the office manager bookkeeper every year. I don't have any formal training, but my personal experience I would say that I have some pretty good knowledge of at least in a private setting.

Ms. Daley introduced the administrator from Discovery Schools to Ms. Gier.

Minutes

A motion was made by Ms. Nancy Daley to accept the 06/04/24 minutes as written. John Taylor seconded the motion. The motion was passed by unanimous vote.

Board Approved
9-10-24
Date

Treasurer's Report

Ms. Daley introduced Mr. George Miarecki to share 2024-2025 Operating Budget.

Ms. Daley asked to Mr. Miarecki if he had a separate financial statement for the past meeting or is he going right into the new budget

Mr. Miarecki said that they probably will need to go through a little background of where they left off from last meeting.

Ms. Daley asked what cuts were in that budget as far as personnel and expenses?

Mr. Miarecki said that they had an IDEA Para professional that wasn't paid by IDEA, they eliminated that position.

Ms. Daley asked with that position eliminated if DALA is still meeting the needs of the ESE students without that position?

Mr. Frabotta stated that it will be a challenge and it will reduce the time and quality the students are getting.

Mr. Taylor made a motion to add IDEA Para professional back to the budget. Ms. Tillman seconded the motion and a unanimous vote followed.

Ms. Daley asked what other positions were eliminated?

Mr. Miarecki said that the student success coach position and the technology manager position were eliminated in the new budget.

Mr. Frabotta mentioned that it will be a challenge for DALA to have one Tech person, and DALA will have to compensate the Tech Para. He also mentioned that DALA will need support and help from DHS tech team to make it work.

Mr. Taylor asked how many students is the new budget based on?

Ms. Miarecki said it is based on the max enrollment of DALA 1,021 students and DHS 900 students.

Mr. Taylor made a motion to increase DALA enrollment budget by 4 students more. Ms. Tillman seconded the motion and a unanimous vote followed.

Ms. Daley asked if forbearance means that the bond holders are just going to hold off on Discovery Schools having to pay until they can pay?

Mr. Miarecki said that It's an agreement between Discovery Schools and the bond holders. They will give more time to Discovery Schools as long as both schools meet their requirements.

Mr. Taylor asked if with the forbearance are Discovery Schools payments temporarily reduced or suspended?

Mr. Miarecki said that not at this moment, the bond holders could do that and draw money out of our reserves but they've chosen not to.

Mr. Miarecki explained that we have not missed any bond payments. The forbearance was initiated because we are not meeting the fund balance requirements under the bond covenants.

Mr. Miarecki mentioned that Discovery Schools pay between 1.6 and 1.7 million for medical benefits. He also said that they met with the medical insurance agent about maybe going down a notch, he could get us down about \$250,000 off.

Ms. Daley stated that it will be a lower tier for free for all the employees and then if they preferred to keep the higher tier than there would be a supplement taken out of their pay for the difference.

Ms. Daley said that the important thing for the board members today it is to make sure that the education of the students and the viability of the schools is the top priority.

Ms. Daley said that the Bond holder forbearance agreement says that the board members, the financial manager and the executive director would be assessed.

Ms. Daley mentioned that Discovery Schools used to have four million dollars and now there is no reserve cash.

Ms. Daley said that the board members gave the executive director a list of things that they wanted to see carried out, but the list was not completed. Also there were some expenses that weren't approved by the board.

Ms. Daley asked Mrs. Fulks if she could give them an overview of how the decline happened and what is the plan for improvement?

Mrs. Fulks said that increasing enrollment in both schools, eliminating the \$3,000 monthly payment for her life insurance and removing the principal mentor supplement could help.

Mr. Miarecki presented the 2024-2025 Operating Budget; he said that Discovery Schools is still \$100,000 short on the 1.0 and he thinks that the bond holder might accept it.

Ms. Daley asked if the board members have any suggestions based on their financial decline in our management oversight?

Mr. Taylor stated that there is only one place with sufficient money to take care of \$100,000 shortage. He also asked to make a motion to have the executive director position eliminated.

Ms. Daley asked to the executive director if she would prefer to either resign or have the board members to take a vote?

Mrs. Fulks said that the board members can do what they needed to do.

Ms. Daley mentioned that there was a succession plan for the principles to take over a lot of the executive director's duties.

Ms. Daley stated that she has spoken to three different lawyers to make sure that the board members are following proper procedures.

Mr. Taylor made a motion to have the executive director position eliminated. Ms. Tillman seconded the motion and a unanimous vote followed.

Ms. Daley recommended to set up a plan for the transition of personal belongings and school belongings. Ms. Daley also said that it is still open to resignation if Mr. Fulks desired.

Mrs. Fulks declined the offer to resign.

Ms. Butler asked to Mr. Miarecki if the elimination of executive director position will help the budget.

Mr. Miarecki said that definitely will help and he will email the new budget for informational purpose.

Ms. Daley recommended to approve the budget with the new changes. Ms. Daley shared that Mr. Miarecki asked her to send Discovery Schools' budget to the finance department from Building Hope, and they suggested that the board members don't do anything in a hurry.

Mr. Frabotta asked Mr. Miarecki is everything Cash Wise Discovery schools are able to pay all the supplements in July.

Mr. Miarecki said yes that every single effort has been made and they have to get closer to mid-July.

Mr. Taylor made a motion to hold off on paying any payout until Discovery Schools know the results of the forensic audit, as well to the extent of Florida Law. Ms. Tillman seconded the motion and a unanimous vote followed.

Mr. Taylor requested a temporary recess for a few minutes at 10:38 a.m.

Ms. Daley asked that the meeting reconvene at 10:42 a.m.

Ms. Daley stated that the board members need to have a vote on an insurance signatory for both schools.

Ms. Daley made a motion that most of the executive director job descriptions will be passed on to the principles and assistant principals. Mr. Taylor seconded the motion and a unanimous vote followed.

Ms. Daley made a motion to have Mr. Kevin Warren as the head person signatory. Ms. Butler seconded the motion and a unanimous vote followed.

Mr. Taylor made a motion to add two Dean on the 2024-2025 operating budget. Ms. Tillman seconded the motion and a unanimous vote followed.

Ms. Daley asked if the transportation manager position is necessary to have?

Mr. Miaracki stated that the transportation manager position was added two years ago and previously they operated without it.

Ms. Daley requested a temporary recess at 10:57 a.m.

Ms. Daley asked that the meeting reconvene at 11:00 a.m.

Mr. Taylor made a motion to approve **the amended balanced 2024-2025 Operating Budget which reflected the elimination of the Executive Director position and others**. Ms. Daley seconded the motion and a unanimous vote followed.

Old Business

Mr. Jemison shared transportation update, he shared that Discovery high has established new bus stops, Eagle Lake, Dundee Road and they are trying to add one on Cypress Gardens.

New Business

Ms. Daley compared the bids from four different companies for the janitorial services.

Mr. Jemison stated that Discovery High would prefer to change to a new company for janitorial services.

Mr. Warren said that Discovery Academy would like to keep Enterprise for janitorial services.

Ms. Tillman made a motion to keep DALA with Enterprise for janitorial services and ground services. She also made a motion to change DHS to E&A Cleaning for janitorial services and M&J Lawn Care for ground services. Ms. Butler seconded the motion and a unanimous vote followed.

Ms. Tillman made a motion to change the election of new Board Chair/Nominations to the month of October. Ms. Daley seconded the motion and a unanimous vote followed.

Ms. Daley made a motion to offer the position of board member to Ms. Terry Gier. Ms. Tillman seconded the motion and a unanimous vote followed.

Mr. Warren shared the Comprehensive Evidence-Based Reading Plan. He said that DALA opted to do their own reading plan, instead of jumping in with the districts which will allow the funding to come directly to DALA.

Ms. Daley made a motion to approve the Comprehensive Evidence-Based Reading Plan.

Ms. Butler seconded the motion and a unanimous vote followed.

The meeting was adjourned by Nancy Daley at 11:30 A.M.

Next Meeting: August 13, 2024
Discovery Academy of Lake Alfred
Media Center after the Discovery
High School Meeting at 9:00 A.M.