

**Discovery High School**  
Governing Board Meeting Minutes  
**10/17/2024**

The following members were present:

Nancy Daley	Chairperson/Community Member
Charlotte Butler	Community Member
John Taylor	Community Member
Doretha Tillman	Community Member
Terry Gier	Community Member
Tania Sims	Secretary

Nancy Daley welcomed everyone and called the meeting to order at 9:15 AM.

Ms. Daley welcomed the teacher of year, Mr. Schellhase from Discovery High school.

Ms. Daley brought up the first item on the agenda which is the election of a board chair.

Ms. Butler stated that she would not like to make any changes for now and she nominated Nancy Daley. Ms. Daley asked if there were any other nominations from the four members; Mr. Taylor and Ms. Tillman nominated Nancy Daley as the board chair. Ms. Daley accepted the nomination.

Mr. Taylor made a motion to assign Ms. Daley as the board chair. Ms. Doretha Tillman seconded the motion. The motion was passed by unanimous vote.

Ms. Daley asked the board members to nominate the President/Treasurer. Ms. Tillman, Mr. Taylor and Ms. Butler nominated Mr. Kevin Warren.

Ms. Tillman made a motion to assign Mr. Warren as the President/Treasurer. Mr. Taylor seconded the motion. The motion was passed by unanimous vote. Ms. Daley stated that his nomination will be pending since he was not present.

Ms. Daley asked the board members to nominate the board secretary. Ms. Butler nominated Tania Sims. Ms. Sims accepted the nomination.

Ms. Tillman made a motion to assign Ms. Sims as the board secretary. Ms. Tillman seconded the motion. The motion was passed by unanimous vote.

Board Approved  
11-12-24  
Date

## Minutes

A motion was made by Ms. Charlotte Butler to accept the 08/13/2023 minutes as written. Ms. Doretha Tillman seconded the motion. The motion was passed by unanimous vote.

A motion was made by Ms. Charlotte Butler to accept the 09/10/2024 minutes as written. Ms. Doretha Tillman seconded the motion. The motion was passed by unanimous vote.

Ms. Daley asked for a correction to be made on 9/25/2024 minutes; an action plan name change from "Financial Recovery Plan" to a "Corrective Action Plan".

A motion was made by Ms. Charlotte Butler to accept the 9/25/24 AMENDED minutes as written. Ms. Doretha Tillman seconded the motion. The motion was passed by unanimous vote.

## Treasurer's Report

George Miarecki, CPA, reviewed the Board Financial Summary for both schools.

Mr. Miarecki said both schools financial summaries are really close, the reason why both schools are 15 % instead of 16 % on the revenue side, it is because the district holds back teachers' salary increase allocation on each school before the state approves all the plans.

Mr. Miarecki said Discovery Schools are under on almost all of the expense categories except for a couple, for example the Audit Fiscal Services is over 23% because the audit comes at one time, so it corrects itself over the time period of the year.

Mr. Miarecki stated that there are explanations for all the negatives and Discovery Schools are actually in a complete positive situation right now versus budget. He also said our current budget is going to get us in the right direction.

Mr. Miarecki explained this year current fund balance; DALA has a positive of 4.07 and DHS has a positive of 2.85. When you add prior fund balance, Discovery Schools have a negative 7.83 and that's what we are working out of, the reason for DHS Corrective Action Plan.

Ms. Daley asked are the bond holders okay with the combined Financial Summary as opposed to the school board who prefer two separate Financial Summary?

Mr. Miarecki stated that the bond holders view everything on a combined bases because we are cosigners on the loan, written and signed in the bond documents and they're concerned about both schools, as far as a legal standpoint goes.

Mr. Miarecki mentioned Title One, IDEA funds and federal funds are being utilized.

Mr. Miarecki said the debt service coverage ratio is actually meant to be done only at the end of the year, but we do it on an interim basis.

Mr. Miarecki said there's no budget update, we are waiting to do a budget amendment when we have our FTE finalized for October.

### **President's Report**

Ms. Fontaine then presented the personnel actions. The personnel actions were put to a vote and Charlotte Butler voted to accept, seconded by Doretha Tillman. The Personnel Actions were passed with a unanimous vote.

Ms. Fontaine shared enrollment for Discovery High School is at 900 students, 265 in 9<sup>th</sup> grade, 274 in 10<sup>th</sup> grade, 213 in 11<sup>th</sup> grade and 188 in 12<sup>th</sup> grade. Waiting list 19 in 9<sup>th</sup> grade, 17 in 10<sup>th</sup> grade, 7 in 11<sup>th</sup> grade and 6 in 12<sup>th</sup> grade.

### **Old Business**

Ms. Fontaine shared the Title One update and the Parent and Family Engagement Plan.

Ms. Fontaine shared that the Fall Festival was originally scheduled for October 25<sup>th</sup>, unfortunately, they had to reschedule on November 15<sup>th</sup>.

Ms. Fontaine explained what DHS is doing to promote the high school by getting the community involved, letting them know about us, getting businesses to know about DHS and creating those partnerships, also getting potential new students on our campus.

Ms. Fontaine mentioned DHS will have our homecoming dance Saturday, Nov 2<sup>nd</sup>, 2024.

Ms. Daley said she attended Discovery High School talent show on October 4<sup>th</sup> and it was an excellent event.

Ms. Daley asked Ms. Fontaine if DHS's property suffered any damage from Hurricane Milton?

Ms. Fontaine said there were a couple of buildings without power, but everything has been restored. The biggest damage of DHS is the roof of the barn and we have someone coming to DHS to check it.

Ms. Fontaine mentioned we have noticed in a couple of classrooms, there is mold around the vents and they are working on that issue.

Ms. Daley shared a property sale update; she said that TECO were sending over an offer and there are two more companies that are interested in buying the land, she recommended to them to send an offer and she will present it to the board members.

Ms. Daley asked Mr. Miarecki to please give some highlights and explain in more details the annual audit.

Mr. Miarecki started by comparing the annual audit summary this year vs last year. He said that our current assets went down, and liabilities went up. DHS lost \$1.16 million this year.

Ms. Daley asked Mr. Miarecki where did the \$1.16 million go? Mr. Miarecki said that it went on salaries and all expenses. He also mentioned DHS gets a lot of services from DALA, as far as, finance, payroll and transportation.

Ms. Daley asked is there any ability to get the capacity contract increased without going over our class size?

Mr. Miarecki said yes, that's why DHS has all these deadlines for the FTE, what DHS expect and what DHS maximum FTE is to bring those numbers to the board in the spring for them to vote.

Ms. Daley asked Ms. Fountain what is the process for student capacity?

Ms. Fountain stated that the school principals are required to submit a projected enrollment every year, then the county has the right to accept or deny that increase.

Mr. Frabotta shared by November 1<sup>st</sup>, schools have to project their enrollment for the next school year. Schools have to take a look at capacity, their current enrollment, what their waitlist is and what is realistic to enroll for next school year within the guidelines of capacity.

Mr. Miarecki continued explaining more about the annual audit. He referred to page four "revenue and expenditure" by saying that Discovery High revenue decrease from 2023 to 2024 in every category and did lower the number of students that we had for 2024 from 2023. He said that at the end of the report, there are two reports, an auditor's report on an internal control and an auditor report from management letter.

Ms. Daley mentioned one of the things that they instituted when they switched to the different health insurance, she contacted our broker and asked for a breakdown of the difference between what we were spending and what we are spending this year. Just on the health side, the difference was \$300,000.00 less than last year. She stated that if we would have done that last year that million would only be \$700,000 and that's just one area.

Ms. Daley said she called PCSB to confirm they have received DHS Corrective Action Plan. PCSB sent her an email confirming they received it.

A motion was made by Ms. Charlotte Butler to accept the annual audit. Mr. Taylor seconded the motion. The motion was passed by unanimous vote.

### **New Business**

Ms. Daley shared the management review and forensic audit update. She received an email yesterday from Dana who said Discovery Schools will have some answers, either by the end of this week or the beginning of next week. We will find out what their recommendations are.

Ms. Daley asked Mr. Schellhase if there was anything he would like to share? He commended the school year started off really well. The teachers and student's morale were high. Mr. Schellhase stated the hurricanes have definitely put stress on the students and the teachers, but the administration has done a good job of helping them to cope with it.

### **Board Member Report**

Ms. Daley shared a bond holder update; she said we are having a zoom meeting coming up next week.

The meeting was adjourned by Nancy Daley at 10:45 A.M.

**Next Meeting: November 12<sup>th</sup>, 2024**  
Discovery Academy of Lake Alfred  
Media Center after the Discovery  
High School Meeting at 9:15 A.M.