

DISCOVERY SCHOOLS GOVERNING BOARD MEETING MINUTES

Meeting Type: Combined Regular Monthly Meeting of the Governing Board

Date: June 23, 2026

Time: 9:30AM to 11:35 AM

Location: Discovery Academy of Lake Alfred

Presiding Officer: Nancy Daley, Chairperson

Minutes Prepared By: Melva Mitchell Green, Secretary (Temp)

The Regular Monthly Meeting of the Discovery Schools Governing Board was called to order at 9:33 AM by Nancy Daley, Chairperson.

Board Members Present:

- Kevin Warren, President/Treasurer
- Nancy Daley, Chairperson/Community Member
- Charlotte Butler, Community Member
- Doretha Tillman, Community Member
- Sherry Wells, Community Member
- Aaron Nangle, Community Member
- Melva Mitchell Green, Secretary (temp)

Board Members Absent:

John Taylor

Others in Attendance:

- Gordon Crozier, CFO from Building Hope via zoom
- Stephen Frabotta, Principal
- Beth Fontaine, Assistant Principal
- Erica Hudson, Assistant Principal
- Sherryl Henry, Assistant Principal
- Nadine, Azor, Assistant Principal
- Seth Hopkins-Federman, Assistant Principal
- Crystal Adams, Teacher of the Year 2026 – DALA
- Karie Schenkenberg

I. Treasurer's Report – Mr. Warren and Mr. Gordon Crozier

Mr. Gordon Crozier, CFO from Building Hope, presented the financial overview for Discovery Schools. (via Zoom)

Key Financial Highlights:

- The combined financial position for the schools is strong, with an ending balance of approximately \$1.1 million. This is a conservative figure, as recent FEFP payments had just been processed and transferred appropriately.

Board Approved
8/25/26
Date

Food Service Program Analysis:

- Mr. Crozier clarified that maintaining a separate bank account for food service is a best practice, though not mandated by the state.
- He reported that the DALA food service account holds a balance of approximately **\$576,000**. This balance is high relative to operational needs, as the monthly expenditures rate is roughly \$80,000.
- He noted the annual requirement to submit a cost report to state and federal authorities, demonstrating exclusive use of food service funds for that purpose.

Action Plan to Align Food Service Funds:

Mr. Kevin Warren presented the following action plan to address the high balance in the food service account:

- The school will conduct an analysis to identify and quantify the time spent by relevant staff (including custodial staff) in supervising the dining hall.
- In accordance with federal guidelines, the cost of this staff time will be charged to the food service account.
- This process will legitimately draw down the excess balance, allowing those funds to be applied to support operations at both schools.

Mr. Crozier quantified the expected impact of this plan:

- The analysis is projected to free up a portion of the DALA food service account.
- The freed-up funds will be used to support indirect costs of the NSLP.

B. Update on TECO Land Sale Escrow Funds & Bond Covenants

Mr. Crozier provided an update on restricted funds related to bond covenants:

- Escrow funds from the TECO land sale, totaling over **\$690,000**, are currently held in the bond fund.
- Administration is working to secure the release of these funds to be presented the school's bank accounts, thereby increasing cash on hand.

Financial Impact of Release:

- Importantly, it would improve the school's key bond covenant metric: Days Cash on Hand.
- The release would increase the Days Cash on Hand to approximately 41 days. The bond requirement is 45 days, demonstrating strong progress toward compliance and financial health.
- Mr. Crozier noted the current debt service coverage ratio is between 1.0 and 1.5, which meets requirements.

A. Clarification on Budget Variances

Mr. Crozier addressed budget variances.

- States in May we had more cost than anticipated with bonuses, repairs, and maintenance.

- The combined forecast is just a little over \$1,000,000 (one million dollars), \$92,000 shortfall to Discovery High School due to only having 873 students. He states we received \$13,000 less in transportation due to student count. This will come out of July FEFP payment. June is the low water mark as we do not receive funding in June. By September we need to meet bond convenance.
- Mr. Crozier stated that Discovery High School needs to have an enrollment of 950 students to be in the positive. At that point we would be able to pay 50% of the transportation cost to Discovery Academy of Lake Alfred for use of transportation.
- Discovery High School has a debt service of 1,700,000 (1.7 million) and receives about \$600,000 per year in Capital Outlay funds.
- Mr. Cozier recommends reducing cost we need to take away programs or enroll more at Votec / Dual Enrollment. Discovery High School receives 3% less funding than Discovery Academy of Lake Alfred. He also stated that Votec ED / Dual Enrollment receives 8% more in funds. He also suggested we push off payables for things such as insurance until July. This cannot be done as we will lose coverage.
- There is \$100,000 in surplus funds. Debt service sets on Discovery Academy of Lake Alfred's financial books, this causes the sale of property (land to set on Discovery Academy of Lake Alfred to also be reported there, although Discovery High School pays the bond payments.
- Due to our Dining Hall Audit, Kevin Warren closed the DHS Dining Hall bank account and transferred all funds to DALA, Dining Hall bank account.
- Board Members, Administration, and Mr. Crozier discussed how to balance enrollment numbers with what the district allows for our student count, and all the steps involved in this process.

Bond Coverage Ratios

- Trustee money for land sale, Is it restricted or non-restricted?
- Reported on balance sheet and counts toward days on hand. We are within the bond convenance of 64 days. However, after payroll will drop below the 45-day cash on hand. He will journalize the land sale on Discovery Academy of Lake Alfred's books.

II. Principal's Report

A. Personnel Action Reports:

- **Discovery Academy of Lake Alfred (DALA):** Mr. Steve Frabotta reported that there were no personnel actions requiring board approval.
- **Discovery High School (DHS):** Mrs. Beth Fontaine reported that there were no personnel actions requiring board approval.
- **Board Action:** The reports were received and filed. No motion was required

B. Enrollment Update

- **Discovery Academy of Lake Alfred (DALA) – Mr. Frabotta reported:**
 - 6th Grade: 367 students (target: 360)
 - 7th Grade: 360 students
 - 8th Grade: 345 students
 - **Total DALA Enrollment:** 1,072 students. This exceeds the budgeted projection of 1,020 students.
- **Discovery High School (DHS) – Mr. Jemison reported:**
 - Current Enrollment: 963 total students

- 9th Grade: 290
- 10th Grade: 267
- 11th Grade: 208
- 12th Grade: 198

IV. Old Business

A. Florida Gas Property

- Please refer to Section II for financial updates on Land Sale
- Mrs. Daley stated Florida gas property has contacted her to offer \$2000 to be able to access the property. Motion moved by Dorthea Tillman and Aaron Nangle seconded the motion. The motion passed by unanimous vote.
- The \$50,000 will be paid directly to the schools.
- Stephen Frabotta suggests these funds be used for a PTO accrued payout plan into the shared bank account.
- The board asks for the schools to work together and present a solution as to where the funds belong since DHS pays the bond payment, but it is recorded in DALA's financial books.
- Regarding the TECO land sale, Mrs. Daley asked if we could draw on the interest of the land sale being held in treasury by the bond holders.

B. Transportation Update

- Please refer to Section II on transportation financials
- DALA will be receiving a new bus in August 2026, working on a 10-year plan to replace buses.
- Wanting to expand routes include Gum preserve, and Silver Lakes as well as new housing developments close by. These developments are unsafe to walk to school because the highway has no sidewalk.
- Mrs. Tillman states we need to budget for higher fuel charges. Our personnel cost for drivers is \$850,000, but this doesn't include fuel, maintenance, or finance payments.

V. New Business

A. Scores Update

- DALA - ELA increase 65%, Math 90%, Science 57%, Learning Gains 63%
- DHS – Refer to Student Testing Data in packet

B. Proposed Budget 2026-2027

- DHS Tabled until July 2026 meeting
- DALA – 1.5 – 1.7 % from senate, ESE instruction – cut one position, scaled back on professional development, school administration went up a bit, hired a clinic LPN Para.
- Balanced with no reserve

- Working on ratio for NSLP to go into a reserve fund for cash on hand.

Motion: Moved by Aaron Nangle to approve. Charlotte Butler seconded the motion. The motion passed by unanimous vote.

C. School Improvement Plan and Comprehensive Evidence- Based Reading Plan

- DALA- attendance, math, science, vocabulary, utilize 4th period, Routine and instrumental assessments, rescheduling of reading classes
- DHS – Inhouse professional development, math teacher doing coaching cycles for algebra and geometry. Progress monitoring Math and ELA, more data analysis, meeting more (weekly), Literacy coach working specifically with ELA teachers, more focus on 10th grade. DHS is combined tier levels. Weekly focus on bell work rolling out to 10th grade. Vocabulary – 10th grade ELA FAST is required for diploma
- Refer to both school's plan in packet

DALA Motion: Moved by Arron Nangle to approve, Charlotte Butler seconded the motion. The motion passed by unanimous vote.

DHS Motion: Moved by Sherry Wells to approve, Doretha Tillman seconded the motion. The motion passed by unanimous vote.

D. Mental Health Allocation Plan

- Mr. Frabotta – Develop relationships through county to service our schools. Right now, it will help to pay for our guidance counselors. Conduct different assemblies for bullying and mental health. This is a significant need for schools to take the burden from guidance counselors. Awarded amounts are DHS \$59,000 and DALA \$107,000. This will be a shared position of a 57%/43% split. We will utilize Baycare and Hazel Health in the short term.
- Refer to plan in packet

DALA Motion: Moved by Arron Nangle to approve, Charlotte Butler seconded the motion. The motion passed by unanimous vote.

DHS Motion: Moved by Sherry Wells to approve, Doretha Tillman seconded the motion. The motion passed by unanimous vote.

E. Wellness Plan

- Please refer to data in packet
- SLA will be offering new options in the dining hall. It will now be 2-sided to increase sauce bar, carts throughout campus, grab and go payment abilities to include TAP options. Monthly promotions to increase sales, match lunch options to a theme. Pe teachers will teach nutritional lessons, exercise and encourage healthy lifestyle as well as motion. DALA will have Fitness Friday outside once a month.

Motion: Moved by Aaron Nangle to approve. Sherry Wells seconded the motion. The motion passed by unanimous vote.

F. Proposed Salary Increase 2026-2027

- 1.5 % salary increase beginning August 1, 2027 for 10 and 11 month employees, when Polk County increases, we will adjust.

Motion: Moved by Sherry Wells to approve Charlotte Butler seconded the motion. The motion passed by unanimous vote.

G. Proposed 2026-2027 Governing Board Meeting Dates

- Monthly meetings approved with suggestion to revisit the schedule in October at the Annual Meeting

Motion: Moved by Aaron Nangle to approve. Sherry Wells seconded the motion. The motion passed by unanimous vote.

VIII. Adjournment

There being no further business, the meeting was adjourned at 11:30 AM by Chairperson Daley.

**Respectfully submitted,
Melva Mitchell Green**

Next Meeting: July 22, 2026
Discovery Academy of Lake Alfred Media
Center Meeting at 9:30 A.M.