

Jacquelyn Y. Kelley Discovery Charter School
Board of Trustees Meeting
Term 2024-2025

The Board of Trustees meeting of Jacquelyn Y. Kelley Discovery Charter School was held on **Monday, January 27, 2025, in the Board Room at 4700 Parkside Avenue, Philadelphia Pennsylvania 19131.** The meeting was called to order at **6:41 PM.** The board chair took the roll call. He determined that there was a quorum.

Trustees Present:

Sharlynn Cloud, CEO
Jabbar Tyler, Board Chair
Adrienne Bell, Board Vice-Chair
Shauna Collins, Board Treasurer
Sharon Thornton
Andrew Grannum
Aishia Campbell
Estena McGhee
Marie Walker

Trustees Not Present:

Pastor Donald Moore
Calvin White
Sergio Diggs
Lynn M. Nichols, Esq.

Others Present:

Claudette Stone
Jose Parilla
Marcella Miller-Greaves
Tiara Jackson
Fred Fields
Cheryl Lomax

Retired Educator
Charter Choices
Middle School Director
Interim K-5 Director
IT Support
Administrative Support

Open Forum began at 6:41 pm

New Executive Members Assume Duty:

- Collins – Board Chair
- Grannum – Vice Chair
- Campbell - Treasurer

Charter Choices Financial Report:

Parilla provided the Board with copies of the Financial Report

Financial Information for December 2024:

- Cash increased by \$729.3K as compared to June 30, 2024.
- District Receivables decreased by \$81.8K as compared to June 30, 2024.
- A/P & Accrued Expenses increased by \$387.2K, while Accrued Salaries & Benefits decreased by \$477.3K, as compared to June 30, 2024.
- Equity (Restricted & Unrestricted Fund Balances) decreased by \$34.4K as compared to June 30, 2024.
- Year to date (as of December 31, 2024) Revenues of \$5.62M have been recorded against Expenses of \$5.75M, resulting in a negative Change in Fund Balance (net income) of \$121.9K.
- All **Short-Term** Key Performance Indicators meet or exceed recommended benchmarks.

1. Balance Sheet

- Cash sits at \$2,713,017 at December 31, 2024, the equivalent of 81.1 Days Cash on Hand (satisfying the 45-Day bond covenant), and School District Receivables currently stand at \$262,519.
- The school's Project Fund at US Bank (related to its Bond Issuance) remains at \$2.7M.
- Accounts Payable/Accrued Expense increased to \$1,091,184 at December 31, 2024, which includes the remaining balance owed to the SD of Philadelphia (\$751,145). Accrued Salaries and Benefits decreased to \$421,775.
- Discovery CS's fiscal metrics are now compliant with 5/5 of the indicators monitored by the School District of Philadelphia (see KPI Report), and its Unrestricted Fund Balance has decreased to \$5.5M.

2. Income Statement (Budget vs. Actual through December 31st, 2024)

- Discovery CS has recorded Revenues of \$5,623,358 through December 31, 2024, which are under budget by \$187.5K. Most of the revenues recorded are District PPR (SD of Philadelphia and several neighboring districts). Also included in total revenue are \$404,192 of Federal, State and Other Local Revenues.

December 2024 Year-To-Date Covenant Calculations (related to the Bond)

Days Cash on Hand: **DCS 86.89**, Bondholders require at least **45** days

Unrestricted Cash: **\$2,713,017**, Bondholders require **5%**

Debt Service Coverage: **0.47**, Bondholders require at least **1.1**

Year-to-Date Revenue: **\$5,623,358**

Academic Directors Report:

Miller-Greaves and Jackson provided the Board with copies of the Academic Directors Report.

Special Education Updates

IEP's- 99

504's- 9

SPED Updates

- 2 students are pending for the 504 process
- 8th grade Social Skills Group (will begin their entrepreneurship quest by bringing back the Coffee Cart next week).

Refresh for MTSS (SAP) process for teachers

Current / Upcoming Events

- K hosted an alphabet parade 1/9/25
- MLK Day 1/20/25 (School closed)
- Q3 report card began 1/21/25
- Report cards to be mailed 1/28/25
- Parent Committee Elections held 1/25/25
- Healthy Heart Month (American Heart Association) Kick-Off Assembly, 2/5/25
- Thursday February 6, 2025 5th Grade Parent Meeting
- Monday February 17, 2025: NO School (President's Day)
- February 28, 2025- Black History Month Program @10am

Trips

- 1/8/25 - Kindergarten trip to Aquarium

School Climate / Staff

- Positive Behavioral Interventions and Supports (**PBIS**) implementation (School Wide Interventions) Middle School (Hallway Social)
- Honor Roll/Student of the Month Assembly 1/31/25
- 100th day of school celebration in Lower Elementary

Testing

STAR /Benchmark Testing 2/10/25 ~~ 2/14/25

CEO Report:

Cloud provided the Board with copies of the CEO Report.

Updates

We continue to see sick staff members and students (flu, stomach virus)

Old Business

- Board Training Opportunities:
 - Registration Link <https://tinyurl.com/BoardTrainings2425>
- Single Audit Report (23-24 fiscal year): PDE **Compliant**
- Staffing
 - Morale & Staffing Needs
 - Resets Continue
- Building Needs
 - Drainpipe
 - Heat Regulation

New Business

- 2025 Initiatives
 - **Flexible Instruction**
 - Asynchronous Days (Structured Days Off)
 - **Staff/School Reset:**
 - Standards Aligned Instruction
 - Saturday School
 - Schedule Changes
 - Security
- Super Bowl
 - Pending School Closure

Field Experiences

- Egypt & Canada on track

Fundraisers

- Basketball Games
- Gala '25: The Felt Factory, April 12, 2025
 - Board Table

Community Initiatives

- (P.I.E.) Parent Association Elections, January 23, 2025
 - President: Ms. Shabazz (1st grade & 6th grade)
- JYK DCS Students Embrace the Arts at Paradigm Art Studio and Gallery in Old City
 - Partnership with local artist, Miguel Horn, owner of Contrafuete LLC.
 - Artifact titled: ***Withstand/ Withhold***

Finance Committee Report:

Campbell provided the following Petty Cash Report

• Beginning Balance	12/01/2024	\$1494.90
• Tag Day Wristbands	12/15/2024	\$ 47.52
• Total Expenses		\$ 47.52
• Ending Balance	12/31/2024	\$1447.38

Board Minutes:

Lomax provided the Board with copies of the Minutes for December 2024

Walker Motioned to approve the minutes as presented, Tyler Seconded, Board Minutes Approved

Tyler thanked his fellow Board members for their service and support and expressed appreciation for working together as a Board, “it was a great experience!”

Open Forum adjourned at 7:33 pm

Executive Session began at 7:33 pm

Personnel

Meeting adjourned at 8:04 PM