

Jacquelyn Y. Kelley Discovery Charter School
Board of Trustees Meeting
Term 2025-2026

The Board of Trustees meeting of Jacquelyn Y. Kelley Discovery Charter School was held on **Monday, August 18, 2025**, in the Board Room at 4700 Parkside Avenue, Philadelphia, Pennsylvania, 19131. The meeting was called to order at **6:38 PM**. The board chair took the roll call and determined that there was a quorum.

Trustees Present:

Sharlynn Cloud, CEO
Shauna Collins, Board Chair
Andrew Grannum, Vice Chair
Sharon Thornton, Secretary
Ayo Moore, Home & School President
Lynn M. Nichols, Esq.
Estena McGhee
Marie Walker
Andrea Thomas
Dr. Claudette Stone, Ed. D

Trustees Not Present:

Pastor Donald Moore
Sergio Diggs
Aishia Campbell, Treasurer

Others Present:

Jose Parilla
Victor Hunter
Yolanda Lancaster
Fred Fields
Celeste Bligen
Ms. Cooper
Nikea Hurdle

Vertex, *formerly* CHARTER CHOICES
Director of Education
Community Organizer-Action Center 4
Director of Technology
Administrative Support
Parent
Potential Board Member

Open Forum began at 6:38 pm

Vertex Financial Report:

Parilla provided the Board with copies of the Financial Report

Financial Information for June 2026:

- Cash increased by \$1.16M as compared to June 30, 2024.
- District Receivables decreased by \$22.8K as compared to June 30, 2024.
- A/P & Accrued Expenses decreased by \$266.4K, while Accrued Salaries & Benefits increased by \$199.4K, as compared to June 30, 2024.
- Equity (Restricted & Unrestricted Fund Balances) increased by \$409.1K as compared to June 30, 2024.
- For the fiscal year, Revenues of \$13.4M have been recorded against Expenses of \$12.9M, resulting in a positive Change in Fund Balance (net income) of \$409.1K.
- All Short-Term Key Performance Indicators meet or exceed recommended benchmarks.

1. Balance Sheet

- For the month ended June 30, 2025, the school's Cash and Cash Equivalents balance was \$3,144,579, the equivalent of 90.9 Days Cash on Hand (satisfying the 45-Day bond covenant), while the school's District Receivables balance was \$321,594.
- The school's Project Fund at US Bank (related to its Bond Issuance) remains at \$2.7M.
- Accounts Payable/Accrued Expense decreased to \$437,520 on June 30, 2025, while Accrued Salaries and Benefits increased to \$1,098,494.
- 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 increased to \$6.03M.

2. Income Statement (Budget vs. Actual through June 30, 2025)

- Discovery CS has recorded Revenues of \$13,353,884, for the fiscal year, which are over budget by \$1.5M. This includes \$10.6M in District PPR (SD of Philadelphia) and \$2.7M of Federal, State and Other Local Revenues.
- The school has recorded Expenses of \$12,944,804, for the fiscal year, which are over budget by \$1.29M. Most of this variance is related to over-spending in Other Compensation (\$215.3K; mostly due to bonuses), Professional & Technical Services (\$656.7K; mostly due to Special Education Services), Other Purchased Services (\$152.4K; mostly due to Travel), and Supplies (\$444.4K; mostly due to Maintenance Supplies and Tech Supplies & Software) offset by under-spending in Benefits and Other Expenditures categories.
- For fiscal year 2025, financial operations of the school culminated in a Net Operating Income (Change in Fund Balance) of \$409,080. In addition, the school is projected to meet its bond Debt Service Coverage Ratio requirement (1.48, above the 1.10 bond covenant requirement).

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

Days Cash on Hand: DCS **88.67**, Bondholders require at least 30 days

Unrestricted Cash: **3,144,579**, Bondholders require **5%**

Debt Service Coverage: **1.48**, Bondholders require at least **1.1**

Year-to-Date Revenue: **\$13,353,884**

CEO Report and Academic Director Report

Cloud provided the Board with copies of the CEO and Academic Director Reports

Updates

- **Special Education**
 - 126- IEP
 - 10- 504
- **Legal Cases (Closed Session)**

Old Business

- **School Grounds Updates**
 - Turf

 - Roof

 - Floors

 - Concrete
- **Summer School**
 - June 30, 2025-August 7, 2025

New Business

- **Current Events**
 - August 19th - New Employee Orientation
 - August 20th - August 29th Staff Academy/ PD
 - August 22nd - New Family Orientation
- **JYKDCS Annual Report (Vote & Signature)**
- **JYKDCS Handbooks (Votes)**
- **PSSA 2025**
 - **Points of Pride**
 - Every student completed both tests or was properly identified as having a parent exception or parent refusal to test.
 - Grade 8 showed growth in Math proficiency and showed a decrease in the below basic scholars.
- **PSSA 2025 Concerns**
 - **Other Data Points**
 - Math and ELA show a major deficit.

Science was a field test this year in preparation of the new STEEL standards so scores will not be shared state-wide.

- **Schoolwide Plans for Success**
 - Deep dive in pd to address concerns and barriers to success
 - Differentiated test prep for the upcoming 3-8 graders based on scores.
 - Enrichment for Proficient and Advanced students.
 - Professional development for new science curriculum based on new STEEL standards.
 - Professional Development for new online (PSSA) testing.

- Parent workshops to explain scores during Back to School Night and PSSA Night so that parents are aware and can support. (Parents will continue to receive copies of the scores for their child in September.)
- **ELA and Math** will be made a priority.
- Constructed response practice and rubric reviews will be a major focus as this portion holds the most weight for the assessment.
- Other test prep strategies will be infused in regular instruction (as well as test prep Fridays)
- Weekly instructional walkthroughs
- Curriculum used and implementation of curriculum will be revisited. (Quotes and budgeting)
- Beyond school hours programming (homework help/tutor/Saturday School)

Professional Development

- Board Trainings
 - **Act 55 Advanced Training** - (In-Person) Monday, October 20, 2025, 10:30 AM. This session is for Board trustees who have completed a term and are returning to their board for the next term.
 - **Act 55 New Trustee Training**- (In-person) Monday, October 20, 2025, 10:30AM. **Register for Training via Eventbrite:** New Trustees are required to complete the initial Act 55 training program during their first year in office.
 - <https://www.eventbrite.com/cc/act-55-training-1687529>

School/Staff Climate

- We are in preparation mode for a successful school opening

Community Initiatives

- Negro Memorial Park

New Board Member Sworn In

- Nikea Hurdle

Executive Session held July 1, 2025 - 6:30pm - 7:00pm

- Personnel Matters

Closed Session - 7:32pm - 9:09pm

- Private Student Matter

Finance Committee Report

Collins provided the following Petty Cash Report

● Beginning Balance	\$404.26
● Parent Refund	\$27.00
● USPS Expense	\$32.13
● Reimbursement to R. Davis (Emergency Passport for student)	\$195.00
● Refund for D.C Trip to parent Siani Byers	\$75.00
● Total Expenditures	\$329.13
● Ending Balance	\$75.13

Board Minutes:

Lomax provided the Board with copies of the June 2025 Minutes.

Grannum Motioned to approve the Board Minutes as presented, Dr. Stone Seconded, Board Minutes Approved, Moore Abstained

Vote on Charter School Annual Report:

Walker Motioned to approve the Charter School Annual Report as presented, Grannum Seconded, Charter School Annual Report Approved, Dr. Stone Abstained

Vote on Policy and Procedure Manual:

Thomas Motioned to approve the Policy and Procedure Manual as presented, McGhee Seconded, Policy and Procedure Manual Approved, Dr. Stone Abstained

Vote on Student Handbook:

McGhee Motioned to approve the Student Handbook as presented, Thomas Seconded, Student Handbook Approved

Vote on Financial Report:

Walker Motioned to approve the Financial Report as presented, Stone Seconded, Financial Report Approved

Open Forum adjourned at 9:25pm