

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, January 26, 2026**, via Zoom. The meeting was called to order at **6:46 PM**. The board chair took the roll call and determined that there was a quorum.

Trustees Present:

Sharlynne Cloud, CEO
Andrew Grannum, Board Chair
Estena McGhee, Vice Chair
Sharon Thornton, Secretary
Aishia Campbell, Treasurer
Lynn M. Nichols, Esq.
Marie Walker
Sergio Diggs
Ayo Moore, Home & School President
Nakea Hurdle, Esq.

Trustees Not Present:

Pastor Donald Moore
Dr. Claudette Stone, Ed. D
Andrea Thomas

Others Present:

Diane Cooney
Victor Hunter
Celeste Bligen
Kasha Devlin

Vertex, *Education*
Director of Education
Administrative Support
JYKDCS Parent

Open Forum began at 6:46 pm

Vertex Financial Report:

Cooney provided the Board with copies of the Financial Report

December 2025 Financial Summary:

- Cash increased by \$30K as compared to June 30, 2025.
- District Receivables decreased by \$2K as compared to June 30, 2025.
- A/P & Accrued Expenses decreased by \$348.8K, while Accrued Salaries & Benefits decreased by \$716.7, as compared to June 30, 2025.
- Equity (Restricted & Unrestricted Fund Balances) decreased by \$122K as compared to June 30, 2025.
- Year to date (as of December 31, 2025) Revenues of \$6.63M have been recorded against Expenses of \$6.76M, resulting in a negative Change in Fund Balance (net income) of \$122K.
- All Short-Term Key Performance Indicators meet or exceed recommended benchmarks.

1. Balance Sheet

- For the month ended December 31, 2025, the school's Cash and Cash Equivalents balance was \$3,176,757, the equivalent of 84.5 Days Cash on Hand (satisfying the 45-Day bond covenant), while the school's District Receivables balance was \$319K.
- The school's Project Fund at US Bank (related to its Bond Issuance) is at \$1.8M.
- Accounts Payable/Accrued Expense decreased to \$111,244 on December 31, 2025, while Accrued Salaries and Benefits decreased to \$359,341.
- Discovery CS's fiscal metrics are 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 \$1.8M.

2. Income Statement (Budget vs. Actual through December 31, 2025)

- Discovery CS has recorded Revenues of \$6,633,984 through December 31, 2025, which are over budget by \$147K. This includes \$6.33M in District PPR and \$296.75K of Federal, State and Other Local Revenues.
- The school has recorded Expenses of \$6,756,369, through December 31, 2025, which are over budget by \$882K. Most of this variance is related to over-spending in Professional & Technical Services (\$341.9; mostly due to Substitute, Special Education, Security Services and Legal services) and Property, Furniture & Equipment (\$1,077,498; mostly due to building improvement expenses, offset by the Bond withdraw), offset by under-spending in Salaries (\$565.7K; all categories).
- Through 6 months of FY 2026, financial operations of the school culminated in a Net Operating Income (Change in Fund Balance) of -\$122,378. In addition, the school is projected to meet its bond Debt Service Coverage Ratio requirement (1.67 based on budgetary calculation, which exceeds the bond covenant requirement of 1.10).

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

Days Cash on Hand: DCS **87.85** Bondholders require at least 30 days

Unrestricted Cash: **3,172,782** Bondholders require **5%**

Debt Service Coverage: **0.75** Bondholders require at least **1.1**

Year-to-Date Revenue: **\$6,756,991**

Cooney will follow up with Campbell and Cloud concerning reserved funds for building maintenance. Cooney will also check if additional money spent on furniture/building maintenance should have been reflected on the building line in the report or should that money have come from the bond?

Academic Director Report

Hunter provided the Board with copies of the Academic Director Report

Special Education Updates

IEP numbers - 116

504- 14 up from 9

SPED Updates

Autism training 2/4

Current / Upcoming Events

- Kindergarten Alphabet Parade 1/9
 - Spirit Week K-5 Feb 9th - 13th
- Black History Month Celebration 2/16
 - Back in the Groove 70s Theme
- Family Literacy Night 1/27 @ 6pm
- February 4th PD
- Boys & Girls Basketball vs KIPP - Boys lost 20-28 / Girls won 35 - 1
- Home & School Zoom meeting 1/22 @ 6pm
- New Schedule for Q3 & Q4
 - PSSA Prep
 - SERW

Trips

- NA

School Climate / Staff

- PBIS Student Assembly 1/24
- Cellphone Challenges & Our Response

Testing

- STAR Testing Data

Moore - Are parents privy to the STAR data for their child/children

Hunter - There is a parent report inside of STAR called a parent report that our teachers can share with their parents

Closed Session - 7:18pm - 9:46pm

Nichols Offered

On February 14th, the 19th Police District Advisory Council is having a drill and dance competition. All are welcome to attend. A flyer will be sent out at a later date to see if DCS would like to enter the competition.

CEO Report

Cloud provided the Board with copies of the CEO Report

Updates

Tripledemic (Covid-19, the flu and respiratory syncytial virus (RSV) season is upon us. We continue to see sick staff members and students.

Old Business

- Professional Development
 - Act 55 Board Training Opportunity
 - 2/11/26 - 6pm or 5/6/26 6pm (Advanced Training)
 - 2/13/26 – 9am or 5/8/26 9am (New Board Member)
 - Please send a copy of certificates to Ms. Cloud by June 1, 2026
- Register Here: <https://tinyurl.com/BoardTrainings2526>

New Business

- Staffing
 - Morale (Professional Development)
 - Vacancies
 - Student Teachers
- Staff/ School Reset:
 - Standards Aligned Instruction
 - PSSA Prep Days
 - Saturday School/ After-school Tutoring Preparation
 - Climate and Culture Transitions
- Updated Wellness Policy (Approval and Handbook Revision)
- Monthly Committee Meetings
 - Proposed Days: (Join Meeting: [CLICK HERE](#))
 - Finance (Wednesday 2/11/26) 12PM or 5PM
 - Board Development (Wednesday 2/11/26) 12PM or 5PM
 - Education (Thursday 2/12/26) 11AM or 5PM
 - Personnel (Thursday 2/12/26) 11AM or 5PM

Field Experiences

- Canada (5th Grade) May 17-22, 2026
- Greece (8th Grade) April 30, 2026-May 6, 2026

Fundraisers

- December Dress down Days \$2,139
- December Scholastic Book Fair \$1771.06
- Athletic Department
 - Games & Concessions
- Scholastic Book Fair February 23-27, 2026
- Gala 4/18/26 – Save the Date

Building Updates

- Projects
 - Plumbing
 - Boardroom

- Walls
- Electric Panel and Outlets

Community Initiatives

- African American Charter School Coalition Support

Vote on School Wellness Policy:

Thornton Motioned to approve the School Wellness Policy as presented, Campbell Seconded, School Wellness Policy Approved.

Vote on Intellectually Disabled Student 0002 Settlement

McGhee Motioned to approve the Intellectually Disabled Student 0002 Settlement as presented, Diggs Seconded, Intellectually Disabled Student 0002 Settlement Approved.

Board Minutes

Bligen provided the Board with copies of the December 2025 Minutes

McGhee Motioned to approve the Board Minutes as presented, Thornton Seconded, Board Minutes Approved.

Finance Committee Report

Campbell provided the following Petty Cash Report

- | | |
|----------------------------------|------------|
| ● Beginning Balance | \$1,124.18 |
| ● 12/4/25 Certified Mail (2) | \$23.47 |
| ● 12/9/25 Certified Mail (1) | \$10.48 |
| ● 12/12/25 Priority Express Mail | \$33.40 |
| ● 12/18/25 Certified Mail (1) | \$11.33 |
| ● Total Expenditures | \$78.68 |
| ● Cash on Hand | \$1,045.50 |

PTO Report

Moore provided the Board with copies of the P.I.E Report

Governance:

- By-laws
 - Will schedule meeting with Ms. Cloud to discuss.
- Executive Board Treasurer (Ms. Takora Linberger)
- Seeking Homeroom Reps

Finance:

- P.I.E. has zero dollars.
- Fundraising ideas – seeking guidance from JYK DCS about how to implement
- Will confirm meeting with Ms. Cloud, to discuss how P.I.E. will manage finances.

Activities:

- January mtg. (virtual) – roughly 15 in attendance.
- P.I.E. mtg. Feb. 19 th 6pm, (virtual)
- Encouraging parents to get volunteer training/clearance

- Fundraisers
- Upcoming Literacy Night – P.I.E. Exec Board / Parent volunteering for this event

Grannum - Remember to forward your Training Certificates to Cloud

Open Forum adjourned at 10:13 pm