

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, May 18, 2026**, in the Board Room at 4700 Parkside Avenue, Philadelphia, Pennsylvania, 19131. The meeting was called to order at **6:35 PM**. The board Vice-Chair took the roll call and determined that there was a quorum.

Trustees Present:

Sharlynn Cloud, CEO
Andrew Grannum, Board Chair
Estena McGhee, Vice Chair
Sharon Thornton, Secretary
Aishia Campbell, Treasurer
Lynn M. Nichols, Esq
Marie Wilkins-Walker
Nakea Hurdle, Esq.
Dr. Claudette Stone, Ed. D
Ayo Moore, Home & School President

Trustees Not Present:

Pastor Donald Moore
Sergio Diggs
Andrea Thomas

Others Present:

Diane Cooney
Victor Hunter
Celeste Bligen
Juanita Jenkins

Vertex, *formerly* CHARTER CHOICES
Director of Education
Administrative Support
Attendance & Community Relations Specialist

Open Forum began at 6:35 PM

Vertex Financial Report:

Cooney provided the Board with copies of the Financial Report

April 2026 Financial Summary:

- Cash increased by \$850K as compared to June 30, 2025.
- District Receivables decreased by \$15K as compared to June 30, 2025.
- A/P & Accrued Expenses decreased by \$294.7K, while Accrued Salaries & Benefits decreased by \$424.6, as compared to June 30, 2025.
- Equity (Restricted & Unrestricted Fund Balances) increased by \$281K as compared to June 30, 2025.
- Year to date (as of April 30, 2026) Revenues of \$11.5M have been recorded against Expenses of \$11.2, resulting in a positive Change in Fund Balance (net income) of \$281K.
- All Short-Term Key Performance Indicators meet or exceed recommended benchmarks.

1. Balance Sheet

- For the month ended April 30, 2026, the school's Cash and Cash Equivalents balance was \$3,993,357, the equivalent of 107.1 Days Cash on Hand (satisfying the 45-Day bond covenant), while the school's District Receivables balance was \$306K.
- The school's Project Fund at US Bank (related to its Bond Issuance) is at \$1.8M.
- Accounts Payable/Accrued Expense decreased by \$294,773 on April 30, 2026, while Accrued Salaries and Benefits decreased by \$424,599.
- 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 increased to \$2.2M.

2. Income Statement (Budget vs. Actual through April 30, 2026)

- Discovery CS has recorded Revenues of \$11,541,640 through April 30, 2026, which are over budget by \$342K. This includes \$10.5M in District PPR and \$990.5K of Federal, State and Other Local Revenues.
- The school has recorded Expenses of \$11,260,640, through April 30, 2026, which are over budget by \$894K. Most of this variance is related to over-spending in Professional & Technical Services (\$742.6; mostly due to Substitute, Special Education, Security Services and Legal services) and Property, Furniture & Equipment (\$1,069,581; mostly due to building improvement expenses, offset by the Bond withdraw), offset by under-spending in Salaries (\$943K; all categories).
- Through 10 months of FY 2026, financial operations of the school culminated in a Net Operating Income (Change in Fund Balance) of \$281,000. In addition, the school is projected to meet its bond Debt Service Coverage Ratio requirement (2.64 based on budgetary calculation, which exceeds the bond covenant requirement of 1.10).
- projected to meet its bond Debt Service Coverage Ratio requirement (2.82 based on budgetary calculation, which exceeds the bond covenant requirement of 1.10).

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

Days Cash on Hand: DCS **109.59** Bondholders require at least 30 days

Unrestricted Cash: **3,993,357** Bondholders require **5%**

Debt Service Coverage: **2.63** Bondholders require at least **1.1**

Year-to-Date Revenue: **\$11,541,640**

Academic Director Report

Hunter provided the Board with copies of the Academic Director Report

Special Education Updates

IEP's- 120

504's- 15

SPED Updates

Progress Monitoring and Peer Audits

Current / Upcoming Events

- Interim Reports (final) 5/5/25
- Teacher Appreciation Week 5/11-5/15
- Election Day - School Closed
- Staff PD 5/19 Sports Banquet
- 5/23 in Gym 3pm - 6pm
- Memorial Day 5/25 (No school)
- Eid-al-Adha 5/27 (No school)
- K and 8th Grade Move-Up Celebrations (6/5 @ 9:30AM and 12PM)
- Last Day for students 6/12

Trips

- 8th grade expeditionary trip to Greece 4/30
- Spirit of Philadelphia (8th grade) 5/21/26
- 5th grade expeditionary trip to Canada 5/26- 5/31

School Climate /Staff

- Bathrooms
- Uniforms/Bookbags

Testing

- PSSA Testing - 4/21 - 5/1
- Star Benchmark Testing - 5/20-5/21

Hunter added - Father/Daughter Dance 5/22

Cloud added - 4th grade Poetry Slam trip in Washington, DC. 6/1

CEO Report

Cloud provided the Board with copies of the CEO Report

Updates

End of Year Morale

Old Business

- Staffing Issues and 26-27 Search
- Professional Development
 - Act 55 Board Training Certificates due
 - Please send a copy of certificates to Ms. Cloud by June 1, 2026

New Business

- Calendar
- Employee Handbook
- Monthly Committee Meetings
 - Meeting Days: (Links provided in Google calendar invitations)
 - Finance (Wed. 6/10/26) 12PM
 - Board Development (Wed. 6/10/26) 5PM
 - Education (Thurs. 6/11/26) 5PM
 - Auditing (Thurs. 6/11/26) 6PM
 - Board Governance (Thurs. 6/11/26) 6:30PM

Field Experiences

- Canada (5th Grade) May 24-29, 2026
- Greece (8th Grade) April 30, 2026-May 6, 2026

Building Updates

- Playground Fence
- Screens in windows throughout the building
- Pushbars outdated on entry doors
- Privacy curtain in gym
- Staff lounge key fob entries

Professional Development

- Staff End of Year PD June 15, 2026 - June 26, 2026

Community Initiatives

- NCNW: Advocacy Day in Harrisburg at the State Capitol, April 15, 2026
- Final Family Literacy Night (2) Community-Based Literacy Program Connections:
 - Barber Shop Books
 - Read 2 Succeed
 - Tree House Books
 - Center for Black Educator Development
- Menstrual Hub (soft) Launch- First Middle School Hub (Nationally)

Jenkins- National Council of Negro Women (NCNW) invited 7-8 of our young women to accompany them for Advocacy Day in Harrisburg at the State Capitol. They were able to participate in several tours, announced on the floor, and had an opportunity to meet House Speaker Johanna Clinton.

Family Literacy Night (2) had a great turnout of 50+ people in attendance. There were read -a-longs, giveaways, and activities provided by the vendors who were set up in different areas. Two food stations were prepared, one in the cafeteria and the other in the library where the parent session was held. The session was led by PTO President Moore. Our reading specialist, Stincion and 7th / 8th grade ELA teacher, Hamlin shared strategies to keep students engaged in reading during the summer.

Barber Shop Books and Tree House Books led micro sessions to give more insight about their program.

Menstrual Hub -Medley is the founder of the nation's very first menstrual hub to combat period poverty and uterine health. They are located at Germantown and Wayne Ave. DCS is the first school with its own hub. The Menstrual Hub will be held in the nurse's office.

Finance Committee Report

Campbell provided the following Petty Cash Report

Wednesday, May 13, 2026 at noon, Ms. Cloud, Diane from Vertex Education, and Campbell met to discuss finances, review the budget and presentation items

● Beginning Balance		\$273.73
● 6 Certified letters	04/03/26	\$64.33
● 5 Handmade Baskets @ \$100 ea.	04/03/26	\$500.00
● Miscellaneous Printing/Gala Centerpieces	04/17/26	\$125.00
● Picture Frames for Gala	04/18/26	\$54.00
● Lowes - Custodial Supplies	04/18/26	\$78.40
● 2 Certified Mailers	04/18/26	\$21.54
● 2 Certified Mailers	04/21/26	\$21.81
● Ticket Refund - Dr. Jacobs		\$50.00
● Petty Cash Deposit		+ \$2500.00
● Cash on Hand		\$2,773.73
● Expenditures		- \$915.08
● Total Cash on Hand		\$1,858.73

Education Committee Report

Stone provided the following Education Report

- Discussed a professional development plan to help staff familiarize themselves with the Written Wisdom Curriculum and ways to assist teachers in areas where they need help.
- Hunter met with a coach to receive support in strengthening his effectiveness as an Academic Director

Audit Committee Report

Nichols provided the following Audit Committee Report

- Discussed end of the year audits
- Continue to monitor the reimbursement process
- 990 has been submitted

Board Governance Committee Report

Nichols provided the following Board Governance Report

- Discussed looking at the Bylaws for the Home and School Committee
- Moore will share the previous Bylaws with the committee

Campbell - Did we receive confirmation that the 990 was submitted on time

Cloud - Will follow up and provide an update

Home and School Report

Moore provided the following Home and School Report

- Discussed Bylaws
- Held the PTO meeting in conjunction with Family Literacy Night where 50+ people attended
- Held a successful first fundraiser - dress down and pretzel day
- Discussed a uniform exchange at the end of the year or before the 2026-2027 school year
- Looking for classroom representatives
- Discussed scheduling monthly meetings with school administration

Board Minutes

Bligen provided the Board with copies of the April 2026 Minutes

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

2026 / 2027 Yearly Budget

Cooney provided the Board with copies of the 2026 / 2027 Budget

Board will hold a special meeting for further discussion on the 2026 / 2027 yearly budget

Vote on 2026 / 2027 Calendar

Thornton Motioned to approve the 2026 / 2027 Calendar with changes that have been stated, Stone Seconded, 2026 / 2027 Calendar Approved.

Disciplinary Action for Student Z.D.

Walker motioned to file an Act 26 for student Z.B. and recommend expulsion, Nichols Seconded, Expulsion Approved

Closed Session - 8:29pm - 10:08pm

Open Forum adjourned at 10:10 pm