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 17, 2026**, in the Board Room at 4700 Parkside Avenue, Philadelphia, Pennsylvania, 19131. The meeting was called to order at **6:47 PM**. The board Vice-Chair took the roll call and determined that there was a quorum.

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

Trustees Not Present:
Pastor Donald Moore
Sergio Diggs
Nakea Hurdle, Esq.

Others Present:

Victor Hunter	Director of Education
Celeste Bligen	Administrative Support
Jeffrey King	Dean of Students
Bilal Bey	Building Operations
Juanita Jenkins	Attendance & Community Relations Specialist

Open Forum began at 6:47 PM

Vertex Financial Report:
Cooney provided the Board with copies of the Financial Report

June 2026 Financial Summary:

- Cash increased by $1.29M as compared to June 30, 2025.
- District Receivables increased by $23K as compared to June 30, 2025.
- A/P & Accrued Expenses decreased by $275K, while Accrued Salaries & Benefits increased by $60k due to the accrual for retention bonuses, as compared to June 30, 2025.
- Equity (Restricted & Unrestricted Fund Balances) increased by $658K as compared to June 30,2025.
- Year to date (as of June 30, 2026) Revenues of $14.4M have been recorded against Expenses of $13.8, resulting in a positive Change in Fund Balance (net income) of $658K.
- All Short-Term Key Performance Indicators meet or exceed recommended benchmarks.

1. Balance Sheet

- For the month ended June 30, 2026, the school's Cash and Cash Equivalents balance was $4,437,396, the equivalent of 117.4 Days Cash on Hand (satisfying the 45-Day bond covenant), while the school's District Receivables balance was $345K.
- The school's Project Fund at US Bank (related to its Bond Issuance) is at $1.8M.
- Accounts Payable/Accrued Expense decreased by $275,315 on June 30, 2026, while Accrued Salaries and Benefits increased by $60,649 due to the accrued retention bonuses.
- 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 $2.65M.

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

- Discovery CS has recorded Revenues of $14,459,923 through June 30, 2026, which are over budget by $844.3K. This includes $12.6M in District PPR and $1.83M of Federal, State and Other Local Revenues.
- The school has recorded Expenses of $13,801,743, through June 30, 2026, which are over budget by $1.27M. Most of this variance is related to over-spending in Professional & Technical Services ($991.9; mostly due to Substitute, Special Education, Security Services and Legal services) and Property, Furniture & Equipment ($979,757; mostly due to building improvement expenses, offset by the Bond withdrawal), offset by under-spending in Salaries ($640K; all categories).
- Through 12 months of FY 2026, financial operations of the school culminated in a Net Operating Income (Change in Fund Balance) of $658,180. In addition, the school has met its bond Debt Service Coverage Ratio requirement (2.95 based on actual calculation, which exceeds the bond covenant requirement of 1.10).

Days Cash on Hand: DCS **119.25** Bondholders require at least 30 days
Unrestricted Cash: **4,437,369** Bondholders require **5%**
Debt Service Coverage: **2.95** Bondholders require at least **1.1**
Year-to-Date Revenue: **$14,459,923**

Academic Director Report

Hunter provided the Board with copies of the Academic Director Report

Special Education Updates

118 IEPs and 13 504s

SPED Updates

Current / Upcoming Events

- Summer School July 1st - August 6th
- New Teacher Orientation 8/20 @ 9am
- Kindergarten & New Family Orientation 8/28 @ 10am
- All Staff PD begins 8/24 through 9/4
- Labor Day 9/7
- 1st Day of School 9/8
- Back to School Night/Title 1 9/17

Trips

- NA

School Climate / Staff

- Updating/Prepping Families for 2026-2027
    - Setting the tone (uniforms/requirements)

Testing

- Preliminary Information provided by Ms. Cloud

Moore - Asked whether the Home and School Association could have 1 to 2 minutes to speak during Kindergarten and New Family Orientation?

- Will both upper and lower school students be learning Spanish this year?

Cloud - Moore will coordinate with Ms. Bligen to organize an appropriate time for Home and School to speak during the Kindergarten and New Family Orientation. presentation

- The plan is to offer Spanish classes to students in Kindergarten through 3rd grade and then gradually add more grade levels..

CEO Report
Cloud provided the Board with copies of the CEO Report

New Business

- JYKDCS Annual Report (Vote & Signature)
- JYKDCS Handbook (Vote)
- Staffing Update
    - New Staff
    - New Opportunities
- PSSA Data Preview

Professional Development

- Act 55 Training

Building/ Facilities

- Playground Fence
- Turf/Playground Safety/Security Mesh & Upkeep
- Blacktop/Lot and Safety Updates & Outside Signage
- Cement
- Foundation and Pillars (Library)
- Plumbing (toilet and urinal)
- Water fountain service and installation
- HVAC serviced
- Summer Clean and Prep
    - Painting
    - Floors
- Looking Ahead
    - HVAC unit- heat condenser
    - Hot water tank (water pressure)

(one unit still needs to be fixed- heat condenser, new plumbing- hot water tanks 6mo-12mo life expectancy to regulate water pressure - corrosion)

Community Initiatives

- Memorial Park:
    - Art Installation Project

Attendance Letter
Jenkins provided the Board with copies of the Attendance Letter

- Highlights of the state compulsory education laws and attendance expectations
- Overview of Act 47
- Letter outlines a clear understanding of chronic absenteeism for parents
- Parents will receive a copy of the newly updated truancy letters referring to Act 47 and Act 20.
- Parents will be notified by U.S. mail and email of their child's excessive attendance record

Building and Facility
Bey presented Building and Facility updates to the Board

- Playground fence replacement will be installed to include a black mesh covering for privacy purposes.
- Boiler room will receive a system upgrade
- Security Booth flooring replaced
- Blacktop and speed bump replacements in the parking lot
- New neon stop signs installed in the parking lot
- Masonry work completed around the building to prevent future hazards
- 8 new dual hydration stations in the building.
- Heating Condenser replacement must be completed before the winter season begins
- A new plumbing service contract has been secured with a new company, resulting in annual savings of approximately $32,000.

Education Committee Report
Stone provided the following Education Report

- Identified a resource on the School District of Philadelphia website to support teachers with their academic pacing schedule for ELA and Math.
- Governor Shapiro has mandated that cursive instruction be added to the curriculum

Cloud - Teachers have expressed the need to know when to teach each subject throughout the year. This resource will support and establish a consistent pacing schedule.

There are two programs that the African American Charter School Coalition are offering its members that will support teachers who are trying to receive their Certifications. Teachers who qualify will have an opportunity to apply.

Nichols - During the summer, the 19th Police District Advisory Council received a grant from the Attorney General's Office to have a Youth Leadership Academy. Three young men from Discovery Charter School participated in the program and they were excellent. They completed a four day program, and received a bicycle in the end. When asked, they proudly stated that they were students of JYKDCS. The program subtly touched on topics around vaping, taking prescription drugs that belong to others, and the consequences of making bad decisions. The young men represented the school well and the police officers were highly impressed.

Board Minutes
Bligen provided the Board with copies of the August 2026 Minutes

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

Vote on Student Handbook

Walker Motioned to approve the Student Handbook with changes that have been stated, Thomas Seconded, Student Handbook Approved

Closed Session - 8:04pm - 8:32 pm

Open Forum adjourned at 8:37 pm