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, September 21, 2026**, in the Board Room at 4700 Parkside Avenue, Philadelphia, Pennsylvania, 19131. The meeting was called to order at **6:49 PM**. The board 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
Sharon Thornton, Secretary
Aishia Campbell, Treasurer
Marie Wilkins-Walker
Dr. Claudette Stone, Ed. D
Ayo Moore, Home & School President
Nakea Hurdle, Esq.

Trustees Not Present:
Pastor Donald Moore
Sergio Diggs
Estena McGhee, Vice Chair
Andrea Thomas

Others Present:

Diane Cooney	Vertex Education
Dana Miller	Guest
Victor Hunter	Academic Director
Celeste Bligen	Administrative Support
Fred Fields	IT Director
Jordan Cooper	DCS Paraeducator

Open Forum began at 6:49 PM

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

August 2026 Financial Summary:

- Cash increased by $515K as compared to June 30, 2026.
- District Receivables increased by $27K as compared to June 30, 2026.
- A/P & Accrued Expenses decreased by $29.8K, while Accrued Salaries & Benefits decreased by $563k due to the reversal of the summer accrual, as compared to June 30, 2026.
- Equity (Restricted & Unrestricted Fund Balances) increased by $766K as compared to June 30, 2026.
- Year to date (as of August 31, 2026) Revenues of $2.3M have been recorded against Expenses of $1.58, resulting in a positive Change in Fund Balance (net income) of $766K.
- All Short-Term Key Performance Indicators meet or exceed recommended benchmarks.

1. Balance Sheet

- For the month ended August 31, 2026, the school's Cash and Cash Equivalents balance was $4,953,049, the equivalent of 130.5 Days Cash on Hand (satisfying the 45-Day bond covenant), while the school's District Receivables balance was $352K.
- The school's Project Fund at US Bank (related to its Bond Issuance) is at $1.8M.
- Accounts Payable/Accrued Expense decreased by $29,878 on August 31, 2026, while Accrued Salaries and Benefits decreased by $563,641 due to the reversal of the summer wages.
- 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 $23.62M.

2. Income Statement (Budget vs. Actual through August 31, 2026)

- Discovery CS has recorded Revenues of $2,341,445 through August 31, 2026, which are over budget by $162.9K. This includes $2.3M in District PPR and $22.9K of Other Local Revenues.
- The school has recorded Expenses of $1,575,304, through August 31, 2026, which are over budget by $141.6K. Most of this variance is related to over-spending in Supplies (106K with books being over by 92K), Professional & Technical Services ($83K; mostly due to Substitute, Special Education, and Other Professional Services). Property Services ($10K with Repairs and maintenance being under by $12K) and Salaries ($31.9K; all categories), Other Purchased Services (40.7K) and Other Expenditures ($92.8K due to Interest Expense) being under budget.
- Through 2 months of FY 2027, financial operations of the school culminated in a Net Operating Income (Change in Fund Balance) of $766,141. In addition, the school has met its bond Debt Service Coverage Ratio requirement (10.45 based on actual calculation, which exceeds the bond covenant requirement of 1.10. The current projected ratio as of 6/30/27 will be 1.84).

Grannum - Under Balance Sheet on the first page, is the Unrestricted Fund Balance the city's
Cooney - $23.62M is a typo and should read $21M.

Days Cash on Hand: DCS **199.80** Bondholders require at least 30 days
Unrestricted Cash: **4,953,049** Bondholders require **5%**
Debt Service Coverage: **1.84** Bondholders require at least **1.1**
Year-to-Date Revenue: **$14,437,791**

Academic Director Report

Hunter provided the Board with copies of the Academic Director Report

Special Education Updates

111 IEPs and 15 504s

Current / Upcoming Events

- 1st Day of School 9/8
- Back to School Night/Title 1 9/17
- October 1st - Professional Development (School Closed)
- October 12th - Indigenous Peoples Day (School Closed)

Academic Programming Updates

- Implementation of new Instructional Framework
- We Thrive in the First Five (Students seated, greeted & working within 5mins)
- Established ILT (Instructional Leadership Team)
- Quick Visits and walkthroughs have begun in classrooms
- Instructional focused Grade team meetings

School Staff / Climate

- Climate/Culture Improvements have started strong.
- Warm welcomes for students
- Improved uniform compliance
- Quick & Orderly Transitions
- Improved Arrival and Dismissal procedures
- Enhanced security & safety

Trips

- 7th & 8th Grade - Constitution Center
- 1st Johnson's Farm

Testing

- STAR Baseline— Tentative September 21st
- Fall Firefly---October 5th

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

Old Business

- Staffing Update
- PSSA Update

New Business

- Successful School Opening
- School Plan (Vote)
- Monthly Committee Meetings
    - Proposed Days:
    - Finance (Wednesdays prior to board meetings) 10/14/26 @ 12:30
    - Board Development (Wednesdays prior to board meetings) 10/14/26 @ 5PM
    - Education (Thursdays prior to board meetings) 10/15/26 @ 5PM
    - Auditing (Thursdays prior to board meetings) 10/15/26 @ 6PM
    - Board Governance (Thursdays prior to board meetings) 10/15/26 @ 6:30PM

Professional Development

- CEO
    - PCPCS Conference: Hilton, Harrisburg, Harrisburg, PA
- Board Members
    - Act 55 Board Training Opportunity
        - 9/13/26 - 9AM online (New Member)
        - 2/6/27 - 6PM online (Advanced Member)
        - 2/12/27 - 9AM online (New Member)
        - 5/5/27 - 6PM online (Advanced Member)
        - 5/7/27 - 9AM online (New Member)
            - Register Here: https://tinyurl.com/BoardTrainings2627

Building/ Facilities

- Playground Fence
- Looking Ahead
    - HVAC unit- heat condenser (Thanksgiving)
    - Hot water tank (water pressure- Thanksgiving)

Field Experiences

- Canada (5th Grade) May 2026
- Italy, France, Spain (8th Grade) May 2026

Community Initiatives

- AACSC Awards Dinner 9/23/26

Hunter - Elaborated on the school plan highlighting 3 major goals

- *Focus on Math and ELA specifically for students with IEPs and disabilities*
- *3 year goal to have 20% of students in grades 3 - 8 score proficient in Math*
- *Teachers will plan accordingly and effectively to work towards reaching goals in math.*
- *After speaking with SPED team members, the lack of exposure that IEP students have to grade level math. Regular ED will build around the lesson plan and work collaboratively with the SPED team to scaffold and differentiate for students with IEPs.*
- *Action steps for K-2 in reading have been established to develop small groups to help catch deficiencies in ELA early.*

Hurdle - Will there be a similar action plan for math?

Hunter - We currently have a specialty teacher that is a brilliant mathematician.

Cloud - We can look into that. That is a goal of mine. We have several staff members that work in other capacities outside of the classroom that may be able to assist.

Cloud - Shared the 5 Goals for this School Year

1. *Every child reads and does math*
2. *The Discovery Standard - Everyone ready as soon as you step in the building*
3. *Every Teacher Coached - There are 2 in-house coaches and Carter coaches Middle School in writing.*
4. *No family surprised - communication is key*
5. *Ready for what's next*
   Bonus: Leadership goes first

Home and School Report

Moore provided copies of the Home and School Report

August 28, 2026 – New Family Orientation

September 17, 2026 – In Person (No meeting)
(Back to School Night)

October 15, 2026 – In Person/Virtual

November 17, 2026 – In Person/Virtual

December 10, 2026 – Virtual

January 12, 2027 – Virtual

February 11, 2027 – Virtual

March 11, 2027 – In Person/Virtual
PSSA Family Night

April 20, 2027 – In Person/Virtual
Promote meeting at Founders' Day

May 13, 2027 – In Person/Virtual

June 3, 2027 – In Person

All meetings are scheduled for Tuesdays / Thursdays.
Winter meetings (December, January, and February) will be held virtually

FUNDRAISER DATES

November 13, 2026 - Pretzel Day
January 15, 2027 - Dress Down & Pretzel Combo
February 12, 2027 - Dress Down & Pretzel Combo
*March 25, 2027 - Dress Down
April 9, 2027 - Pretzel Day
*May 7, 2027 - Dress Down

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

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

Vote on School Plan 26/27

Stone Motioned to approve the 2026 - 2027 School Plan as presented, Thorton Seconded, Hurdle Abstained, 2026 - 2027 School Plan Approved

Vote to Approve 2026/2027 SY CEO Salary Increase, Incentive Bonus and Retroactive Back pay

Nichols Motioned to approve the 2026 / 2027 SY CEO Salary Increase, Incentive Bonus and Retroactive Back pay, Hurdle Seconded, 2026 / 2027 SY CEO Salary Increase, Incentive Bonus and Retroactive Back pay Approved

Closed Session - 8:02pm - 8:20 pm
Open Forum adjourned at 8:26 pm