Discovery Charter School

1100 Camino Biscay
Chula Vista, CA 91910

Board of Directors
Regular Board Meeting
Tuesday, July 16, 2024
5:30pm

MINUTES

I. Opening Procedures at 5:30pm

A. Call to Order

B. Roll Call
Members Present: Rochelle Carroll, Morgan Appel, Sara Roa, Tara Zaragoza

Members Absent: Harry Sevel

Others Present: Neil MacGaffey, Erika Alamo, Rubi Palomares

C. Pledge of Allegiance led by Teacher, Aremi Lopez

D. Administer Oath for Discovery's Board of Directors Community Representative, Dr. Morgan Appel
- President Carroll administered the oath for Discovery Board Community Representative, Dr. Morgan Appel

E. Administer Oath for Discovery's Board of Directors Parent Representative, Mrs. Tara Zaragoza
- President Carroll administered the oath for Discovery Board Parent Representative, Mrs. Tara Zaragoza

II. Approve Agenda (Action)

Motion: Appel *Second: Roa* *Vote: MCSU*

III. Approve Minutes from the June 11, 2024 Regular Board Meeting (Action)

Motion: Zaragoza Second: Roa Vote: MCSU

IV. Public Comment: Persons wishing to address the Board of Directors on any item on the agenda or non-agenda items should do so during the Public Comment portion of the meeting. No action or discussion shall be undertaken by the Board of Directors on any item not appearing on the posted agenda. Speakers are requested to limit their comments to no more than five (5) minutes.

A. Public Comment – Items on the Agenda - None

B. Public Comment – Items not on the Agenda – None

V. Executive Director's Report (Information/Report)

- Mr. MacGaffey reported that Discovery was honored at CVESD's Board meeting for the Robotics and Odyssey of the Mind teams. The district board recognized them for their recent competitions at the World Championships.
- Mrs. Alamo reported on our newest hires at Discovery, Mrs. Anna Camarena, Mrs. Jacklyn Lozoya, Ms. Melissa Collins and Mrs. Myriam Loya. She shared a few words that each of them wrote about themselves. She also congratulated Mrs. Wasyliw for taking the Robotics/Engineering teaching position now that Mrs. Markham has transitioned into her new position in the district.
- Mr. MacGaffey reported that we are ready to start our new school year and have been working hard in making sure that all students are placed and ready to start. He is looking forward to meeting with ILT on Friday and holding Discover Discovery Night on Monday evening. This will be a great event for our new and returning families. He shared we will be bringing our entire staff on Monday and holding a breakfast and staff training on our new safety and security program, AEGIX, as well as other trainings.

VI. 2024-2025 Proposed Budget Report (Information/Report)

- Mr. MacGaffey shared the 24-25 proposed budget report. He presented our June proposed budget for June 2024.
- Mr. MacGaffey shared that he feels good about the current budget. Discovery has worked hard on minimizing expenditures and is pleased with the total ending balance, leaving us with an 11.5% reserve percentage conservatively. This leaves Discovery in a good spot fiscally.

VII. Approve Travel to 38th Annual Southern California Pre-K, TK, and Kindergarten Conference (Action)

Location: Pasadena, CA
Dates: February 6th - 8th, 2025
Rationale: Professional learning and collaboration for TK and Kinder teachers on domains of early childhood development including social emotional, using best practice tools and strategies for all subject areas including music and art, and identifying and differentiating for struggling and at-risk students.
Total Cost: Registration, lodging, meals, mileage, and substitutes estimated total expenditure for four teachers is $4,200, not to exceed $4,600.
Funding Source: Universal PreK Planning and Implementation Grant

Motion: Zaragoza *Second: Appel* *Vote: MCSU*

VIII. Approve 2024-2025 Independent Contractor Agreement with Ro Health, LLC Staffing Services to Change Funding Source Only (Action)

Staffing Hourly Rates: To maintain the appropriate staffing of Discovery's Health Office, the following comprehensive list of various qualified contract healthcare staffing positions and associated 2024-2025 hourly rates for the Independent Contractor Agreement is provided for approval.

Positions	Rate Type (per hour)	Rate $ (per hour)
CNA	Regular Rate Group	$36.75
LVN	Regular Rate Group	$58.80
Registered Nurse (RN)	Regular Rate Group	$71.40
Registered Credentialed School Nurse	Regular Rate Group	$99.75

Term of Contract: July 1, 2024 through June 30, 2025
Estimated annual cost: $65,000
Funding Source: Unrestricted Charter Funds

Motion: Appel *Second: Roa* *Vote: MCSU*

IX. Approve the 2024-25 Consolidated Application: Application for Funding

(Report/Action)

- Mr. MacGaffey reported on the 24-25 Consolidated Application for Funding. He summarized the program categories and which funds Discovery will apply for. This will allow Discovery to continue to receive various state funding grants.

Motion: Appel *Second: Zaragoza* *Vote: MCSU*

X. Board Announcements

- Dr. Appel wanted to thank everyone for the opportunity to support Discovery. He feels he is a part of a powerful legacy and is appreciative to be part of our community for almost a decade. Discovery is truly a special place, and he gives all Discovery staff kudos for their amazing work.
- Mrs. Roa appreciates how CVESD acknowledged Discovery and would love to see more of that. She welcomes all the new staff and appreciates their introduction.
- Mrs. Carroll is looking forward to a great start of the new school year. She suggests introducing all staff by groups so the Board can get to know different teams at Discovery.

XI. Adjournment

(Action)

A motion was made by President Carroll to adjourn the meeting at 6:00pm

Motion: Roa *Second: Zaragoza* *Vote: MCSU*

The next regular meeting of the Discovery Charter School Board of Directors will be on Tuesday, August 13, 2024, at 5:30pm.

Rochelle Carroll, Board President

Neil MacGaffey, Secretary to the Board