

Discovery Charter School

**1100 Camino Biscay
Chula Vista, CA 91910**

Board of Directors
Regular Board Meeting
Thursday, March 9, 2023
5:30pm
Regular Meeting

MINUTES

I. Opening Procedures

A. Call to Order at 5:34pm

B. Roll Call

Members Present: Rochelle Carroll, Tara Zaragoza, Sarah Pauter arrived at 6:16pm.

Members Absent: Morgan Appel, Terry McKearney

Others Present: Neil MacGaffey, Erika Alamo

C. Pledge of Allegiance: led by student, Syara Platero

D. Presentations: Drama Club & Speech Contest

- With the leadership of Mrs. Chamberlain and Mrs. Valency, Drama Club students presented brief song and dance performances from their recent production of Matilda Jr. Students also spoke about their experiences in being a part of Drama Club and what they enjoyed most about the whole experience. Board members expressed their pride in the students and congratulated Mrs. Chamberlain and Mrs. Valency in their amazing work.
- Discovery's Speech Contest winners, Isabella Dorsey, Avalon Sandan, Syara Platero and Jesus Gonzalez, each presented and spoke to the Board about their experience competing in the Speech Contest and what their own speech writing process was like. The Board members congratulated and praised the students for their wonderful work and acknowledged Mrs. Hernandez for her leadership during the Speech Contest.

II. Approve Agenda

(Action)

Motion: Zaragoza

Second: Pauter

Vote: MCSU

III. Approve Minutes from February 7th Regular Board Meeting (Action)

Motion: Pauter

Second: Zaragoza

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 –

- 4th Grade Teacher Aremi Lopez, spoke on behalf of Discovery Teachers and the Science Committee, to extend an invitation to our Board members to attend our Science Fair on Wednesday, April 19th, 2023. Mrs. Lopez also notified the Board members and audience that the Science Committee is currently looking for judges with a Science or Engineering background to participate.

V. Principal’s Report (Information/Report)

- Mr. MacGaffey shared that ELPAC testing is going very well. He is happy about the testing environment and the help and support that the teachers have provided. He is excited about how well he thinks our students will do and thanked our EL Coordinator Mrs. Rosie, Ulloa for all her efforts and work with ELPAC testing.
- Mr. MacGaffey shared that our Discovery Girl’s Basketball team remains undefeated. He is proud of the coaches and all our students who are participating this year in sports.
- Last weekend was the Odyssey of the Mind competition and award ceremony. Mr. MacGaffey reported that two Discovery teams tied for 2nd place and in another division, Discovery swept all categories placing in 1st, 2nd and 3rd place. He is proud of all involved and is appreciative of all of the volunteer coaches who have dedicated their time to help coach the teams.
- Mr. MacGaffey shared that Mrs. Alamo and Mrs. Harris accompanied him to visit Elevate Charter School. They had the opportunity to observe the many great things they are doing with student leadership, and was very proud to report that Discovery is already accomplishing many great things.

VI. 2nd Interim Budget Report (Information/Report)

- Mr. MacGaffey reported a summary of the 2nd interim budget, which is our budget as it stands as of January 31st, 2023 and encompasses unrestricted funds. He was happy to report that Discovery’s ending balance is almost at an 8% reserve, which is about what we had predicted earlier in the year. Discovery continues to do well with a healthy reserve.

VII. Approve Extension to Temporary Increase of Daily Rates for Certificated Site Substitutes (Action)

BACKGROUND INFORMATION

Discovery requests temporary approval for site substitutes to be assigned daily to address unfilled certificated assignments, effective January 1, 2023 and conclude at the end of the school year June 6, 2024.

FISCAL IMPACT:

Proposed daily rates are as follows:

<u>Certificated Substitute Position</u>	<u>Current Rate</u>	<u>New Rate</u>
Site Substitute	Not Applicable	\$283

Motion: Zaragoza Second: Pauter Vote: MCSU

VIII. Approve the Following Discovery Charter Job Descriptions, Effective April 1, 2023 (Action)

- Executive Director
- Charter Instructional Assistant – Response to Intervention (RTI)
- Charter Instructional Assistant – Kindergarten

ADDITIONAL DATA

The attached job descriptions presented to the Board for approval, reflect the new range for the impacted positions. See attachments A, B and C.

Motion: Zaragoza Second: Pauter Vote: MCSU

IX. Approve the Following Discovery Charter Salary Schedules, Effective April 1, 2023 (Action)

- Management
- Charter School Nurse

ADDITIONAL DATA

The attached salary schedules presented to the Board for approval, reflect the increase for the impacted positions. See attachments A & B.

In addition, Discovery is recommending the approval of the revision of working days for the Associate Principal and MTSS Coordinator positions from 204 workdays to 205 workdays, reflected on attachment A.

Motion: Pauter

Second: Zaragoza

Vote: MCSU

- X. Approve Increase of Substitute Noon Duty Pay Rate from \$15.00 per hour to \$15.50 per hour (Action)**

BACKGROUND INFORMATION

Due to an increase in the minimum wage in the state of California to \$15.50 per hour beginning January 1, 2023, Discovery requests to increase substitute hourly rates for positions to meet the state minimum wage.

FISCAL IMPACT

The total cost to Discovery would be reflective of the hourly increase based on the substitute usage.

Motion: Zaragoza

Second: Pauter

Vote: MCSU

- XI. Approve Recommendation and Appointment of Neil MacGaffey as Executive Director of Discovery Charter School, Effective April 1, 2023 (Action)**

Motion: Pauter

Second: Zaragoza

Vote: MCSU

- XII. Approve Recommendation and Appointment of Erika Alamo as Principal of Discovery Charter School, Effective April 1, 2023 (Action)**

Motion: Zaragoza

Second: Pauter

Vote: MCSU

- XIII. Board Announcements**

- Mrs. Pauter was impressed by the Speech Contest participants and winners and is looking forward to the Science Fair.
- Mrs. Zaragoza congratulated both Mrs. Alamo and Mr. MacGaffey for their new positions and suggested mindful communication to our parents, to make sure both are recognized appropriately for the positions they will be holding.
- President Carroll expressed how deserving Mr. MacGaffey and Mrs. Alamo are of these new positions. She noted that Parent/Teacher conferences are underway and hopes they go well, and also thanked Mrs. Lunetta and Mrs. Roa for being in the audience today and joining this Board meeting.

XIV. Adjournment at 6:50pm

(Action)

Motion: Zaragoza

Second: Pauter

Vote: MCSU

The next regular meeting of the Discovery Charter School Board of Directors will be on Thursday April 13, 2023, at 5:30pm

Rochelle Carroll, Board President

Neil MacGaffey, Secretary to the Board