

Discovery Charter School

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

**Board of Directors
Regular Board Meeting
Tuesday, November 28, 2023
5:30pm**

MINUTES

I. Opening Procedures at 5:30pm

A. Call to Order

B. Roll Call

Members Present: Rochelle Carroll, Morgan Appel, Tara Zaragoza and Sara Roa
Harry Sevel present at 5:31pm

Members Absent: None

Others Present: Neil MacGaffey, Erika Alamo, Rubi Palomares

C. Pledge of Allegiance led by George (Tony) Scott

D. Grade Level Presentation: 4th Grade

- 4th Grade students shared a presentation about what they've been learning about in their current science unit. The students talked about the African Fish Eagle, and presented the features of eagle's vision, and discussed the vision of other animals such as domestic dogs. The students also spoke about what they are learning in their current math units and demonstrated different math equations, line plots and mathematical claims. The Board members congratulated the teachers and students for a fantastic presentation.

E. Cross-Country Recognition: Paula Mack and George (Tony) Scott

- Mrs. Mack presented on the recent cross-country season for Middle School. She shared how well Tony Scott did placing 1st in every race, and how amazing it was to watch him run. The Board members praised Tony, congratulated him for a great job and for making Discovery so proud.

F. Longevity Awards Recipient Recognition

- Mrs. Alamo shared the longevity award presentation honoring our staff and Board member who celebrated their 10, 15, 20 and 35 years of service. Celebrating 10

years of service was Mr. MacGaffey, celebrating 15 years of service is Mrs. Maldonado and Mrs. Manley, celebrating 20 years was Mrs. Baeza and Mrs. Ybarra and celebrating 35 years was Mrs. Carroll. The Board members congratulated the longevity recipients for their amazing years and quality of work.

II. Approve Agenda (Action)

Motion: Appel

Second: Sevel

Vote: MCSU

III. Approve Minutes from the October 17th, 2023 Regular Board Meeting (Action)

Motion: Appel

Second: Sevel

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 – Parent, Miriam Solis Coronel, spoke regarding her admiration of Discovery's Robotics Program and how that was the reason for her to transfer her kids to our school. Mrs. Solis happily volunteers with Discovery's Robotics teams and thanked the Board for their support for the volunteers. She extended an invitation to the Board to attend the regional competition this Saturday and thanked the Board for providing this opportunity for our students.

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

- Mr. MacGaffey shared highlights from the recent Robotics competitions, two of our teams qualified to attend the regionals competition.
- He shared an update on student council and what they have been up to, including morning announcements, spirit days and our annual food drive.
- Our PTC had a fantastic Movie Night that was well attended and lots of fun.
- Mrs. Williamson was also highlighted helping students in the Library.
- Mr. MacGaffey talked about our costume parade and shared how it was a great event for students, staff, and parents.
- Mr. MacGaffey shared that they have completed the observations for the Professional Learning Cycle, which gives our teachers an opportunity to give each other valuable feedback.

- Discovery's attendance is at 97% and has maintained. We also currently have the lowest chronic absenteeism in the district and are very pleased at how few students are absent daily.
- Discovery is also currently making every effort to find a nurse. The office team is currently working as a team to cover the Nurse's position and we are using multiple avenues to recruit for the position.

VI. Safety Committee Report

(Information/Report)

- Mrs. Alamo shared two videos from PBIS, demonstrating the examples of expected and unexpected behaviors, which our teachers are showing to our students.
- Mrs. Alamo shared an update on School Safety and Security. Discovery's safety committee met, as they do quarterly, to advise on school safety and protocols.
- Mrs. Alamo shared Discovery's current safety goals and the updates on the progress of these goals.
- Admin and Office staff have constantly been meeting to discuss our emergency response plan and have come up with modifications for the plan. The entire staff will meet in January to run-through and simulate the finalized emergency response plan.
- Mrs. Alamo also shared about our current campus security for students before and after school. Mrs. Alamo spoke about the current protocols for parents and visitors on campus and the sign-in/sign-out procedures in the office and timeframes.
- Mrs. Alamo discussed having students on campus after school. Discovery currently has an average of 150 students on campus after school with AthLEAD, and with additional clubs and tutoring the total number of students can average 350-400 students on campus after school on any given day. Our Safety Committee is recommending we keep the campus secure during after-school hours and we keep the gates locked afterhours to continue to support the safety of our students on campus.

VII. Approve Consent Calendar

(Action)

All items listed under the Consent Calendar are considered by the Board to be one action. There will be no discussion on these items prior to the time the Board votes on the motion unless members of the Board request specific items to be discussed and/or removed from the Consent Calendar.

A. Approve Discovery Odyssey of the Mind and Robotics Teams' Fundraising Requests

Purpose of Fundraiser: To raise funds for Odyssey of the Mind and Robotics competition teams' tournament registration fees, travel costs, and related necessary resources and supplies.

Description of Fundraising: In December 2023, when families purchase their students' Odyssey of the Mind and/or Robotics competition t-shirt they will have the option to donate a few extra dollars to each.

B. Approve Discovery Choir's Fundraising Requests

Purpose of Fundraiser: To raise funds for the choir and music programs.

Description of Fundraising: In December 2023, the Discovery Choir will sing carols at the Terra Nova shopping center and receive both a stipend and a percentage of store sales. The Discovery Choir will also sing carols in December at the Village Walk at Eastlake shopping center and receive a stipend.

C. Approve Overnight Trip for 6th Grade Students and Teachers to Cuyamaca Outdoor School 6th Grade Camp to Depart Monday, February 26th and Return Friday, March 1st, 2024

Motion: Appel

Second: Roa

Vote: MCSU

VIII. Approve Job Description for the new position of Charter Health Office Technician, effective November 1, 2023

ADDITIONAL INFORMATION

The job description presented to the Board for approval reflects the salary range for the impacted position. See attachment A.

Funding Source: Learning Recovery Emergency Block Grant

Motion: Zaragoza

Second: Sevel

Vote: MCSU

IX. Approve Independent Contractor Agreement with Ro Health, LLC staffing services for 2023-2024

Staffing Hourly Rates: To increase the pool of applicants for the Discovery Health Office, a comprehensive list of various qualified healthcare staffing positions and hourly rates are included in the Independent Contractor Agreement.

Positions	Rate Type (per hour)	Rate \$ (per hour)
CNA	Regular Rate Group	\$35.00

LVN	Regular Rate Group	\$56.00
Registered Nurse (RN)	Regular Rate Group	\$68.00
Registered Credentialed School Nurse	Regular Rate Group	\$90.00

Term of Contract: July 1st, 2023 through June 30th, 2024

Estimated annual cost: \$60,000

Funding Source: Learning Recovery Emergency Block Grant

Motion: Appel

Second: Zaragoza

Vote: MCSU

X. Board Announcements

- Mrs. Roa shared that she is happy and impressed with everything happening at Discovery. She thanked the entire staff for the great job they are doing and Admin for their great reports.
- Mrs. Zaragoza praised everything that is going on at Discovery, and praised the costume parade and she recognized the staff and PTC for all they do.
- Dr. Appel praised Discovery for everything that is going on, and offered Discovery to consider a field trip to UCSD's robotics lab.
- President Carroll echoed the sentiments of the Board members and praised all that is going on at Discovery, she thanked everyone for their great job.

FULL BOARD CLOSED SESSION

XI. Closed Session – President Carroll recessed to closed session at 6:43pm for the purpose of:

A. Conference with Labor Negotiators

Agency Designated Representative: Neil MacGaffey

Employee Organization: DCTU

XII. Reconvene to Open Session – Discovery Charter School Auditorium, President Carroll reconvened to Open Session at 8:03pm

A. REPORT OUT OF CLOSED SESSION

President Carroll reported there is nothing to report, and no action was taken.

XIII. Adjournment

(Action)

A motion was made to adjourn the meeting at 8:03pm


Motion: Appel

Second: Roa

Vote: MCSU

The next regular meeting of the Discovery Charter School Board of Directors will be on Tuesday, December 12, 2023, at 5:30pm.


Rochelle Carroll, Board President


Neil MacGaffey, Secretary to the Board