



**DISCOVERY CHARTER PREPARATORY SCHOOL**

13570 Eldridge Avenue, Sylmar, CA 91342

(818)897-1187\*Fax: (818)897-1295

[www.discoveryprep.org](http://www.discoveryprep.org)

**Board Meeting Agenda – Tuesday, November 14, 2023, 3:00 pm**

**Location: Conference Room at Discovery Charter Preparatory**

**Call to Order**

Julian Almaraz, President

**Roll Call**

Julian Almaraz, President

**Public Comment**

**Teachers’ Report**

**Action Items**

Julian Almaraz, President

- Adoption of Agenda
- Adoption of the Minutes from the October 10 2023, Board Meeting
- Approval of Financials through October 2023
- Approval of FY23-24 Budget Revision
- Approval of FY23-24 1st Interim Report
- Approval of Draft Audit Report
- Adoption of Keeping Parents Informed Charter Transparency
- Adoption of General Uniform Complaint Form Sheets (English & Spanish)
- Adoption of Uniform Complaint Form (English & Spanish)
- Adoption of Uniform Complaint Procedures (English & Spanish)
- Adoption of Stakeholder Complaint Procedure (English & Spanish)
- Adoption of Bylaws of Discovery Charter Preparatory
- Adoption of Gender Equity IX Equal Opportunity
- Adoption of Title IX Complaint Form (English & Spanish)
- Adoption of Suicide Prevention Policy

**Principal’s Report presented by Principal**

Karen Smith, Principal

- English Language Master Plan
- Homeless Policy
- WASC
- Renewal
- Testing
- Updates

**Student Success Counselor’s Report**

Antonio Sanchez, Student Success Coach

- Discipline
- Counseling
- Athletics
- Outreach

**Academic Counselor**

Monique Altamirano, College Counselor

- Dual Enrollment (Spring Semester)
- Grade Checks
- College Application Workshop
- Application Submissions
- Assurance Winter/Spring Intersession
- Preparing for next semester

**Human Resources & Operations**

Lucero Perez, HR & Operations Manager

- Think Together Grant Renewal
- Fire Alarm Complete
- Resigned/Termination of Campus Aid
- CalPads
- CalSAAS
- CBEDS
- LAUSD Oversight October Submission
- Citi Bank Closure In-Progress
- CFRA, PFL, Etc. Pay Difference (Possible Policy)

**New Business**

**Calendar**

Next Board of Directors Meetings – 12/12/2023 @ 4:30pm

**Adjourn**

Julian Almaraz, President

**\*Anyone wishing to attend this meeting, who may need special accommodations, please call (818) 897-1044.**