

MEETING MINUTES

Name of Foundation: Downtown Miami Charter School
Board Meeting: July 7, 2010

School(s): Downtown Miami Charter School

The minutes of Sunshine Law meetings need not be verbatim transcripts of the meeting. These minutes are a brief summary of the events of the meeting.

Date:	Start	End	Next Meeting:	Next time:	Prepared by:
07.07.10	4:00 p.m.	6:00 p.m.	TBD	4:00 p.m.	M.Vecchione
Meeting Location:					
Downtown Miami Charter School, 305 NW 3 rd Avenue, Miami, Florida					
Attended by:					
Mr. Matthew Gorson, Chairman Ms. Sharmaine Tyler-Luke, Director Ms. Meredith Nation, Director Ms. Tina Van der Ven, Director			Ms. Debbie Von Behren, COO, CSUSA Ms. Lorrie Davidson, VP of Finance, CSUSA Ms. Billie Miller, Sr. Dir of Education, CSUSA Ms. Rebecca Dinda, Education, CSUSA Dr. Sylvia Hall, Principal, DMCS Mr. Paul Hage, Dir of Facilities, CSUSA Mr. Rob Vilardi, Financial Analyst, CSUSA Ms. Mary Vecchione, Gov Board Liaison, CSUSA		
Absent: Mr. Dennis Dalton, Director Mr. Carlos Migoya, Director					
Highlights:					

CALL TO ORDER

Pursuant to public notice, the meeting commenced at 4:00 p.m. with a Call to Order by Chairman Gorson. Roll call was taken and quorum was established.

Chairman Gorson indicated that he and several Board members toured the School with Dr. Hall and the Facilities Department to visually observe the condition of the School and specific items from the budget.

I. APPROVAL OF MINUTES

Chairman Gorson asked the Board to review the minutes from the June 29, 2010 Board of Director's meeting and note any corrections or comments. The minutes stand.

Motion made by Ms. Nation with a second by Ms. Van der Ven to approve the Downtown Miami Charter School, Inc. Governing Board minutes from the June 29, 2010 meeting. The motion was approved 4-0 (2 absent; 1 open seat).

II. SCHOOL REPORT

- Ms. Von Behren introduced Ms. Billie Miller as the CSUSA new Senior Director of Education and commented that Ms. Miller would be attending the Governing Board meetings.
- Dr. Hall reported enrollment of 619 students with a budgeted enrollment of 640. All staffing positions are currently filled.
- Dr. Hall commented on professional development for her staff and team and reported on numerous School, PTO, and Community activities.

- Enrollment for next year currently has 507 students who recommitted, 63 new enrollees, and 175 on the wait list.
- FCAT Scores - Dr. Hall expressed disappointment on the FCAT results for DMCS. She reviewed the data and compared the results with the District and State scores. Dr. Hall indicated that the School had 19 new teachers, 48%, for the year 2009-10 and for the new School year, only 17% are not returning. This could have a direct correlation to FCAT scores.
- OYC Data - This data was kept on those students who were tutored by OYC during their day at DMCS and after school. The data will be further analyzed and evaluated to determine its effectiveness.
- School Improvements - Dr. Hall reviewed her plans for School improvements and what they will concentrate on. They include:
 1. leadership team monitors achievement regularly
 2. improved intervention, afterschool tutoring and enrichment programs
 3. emphasis on providing all students with increased and effective instruction
 4. improved behavior system
- Parent Survey Results - Dr. Hall reviewed the results and noted the strengths and opportunities they will focus on.
- Student Survey Results - Dr. Hall reviewed the results and noted the strengths and opportunities they will focus on.
- The Board was obviously disappointed with the overall scores and expressed their thoughts and concerns. They felt the need to begin with a letter to the parents and focus on strategic ways to communicate to parents the positive elements of the school and retain those students currently enrolled. This needs to be completed immediately.
- Dr. Hall indicated that the only item on her wish list for the new school year is tutoring. The Board was in full agreement.
- Ms. Nation had to leave the meeting and the Board asked for a motion, prior to her leaving that she give the Board her approval on their recommendations on the remaining outstanding discussion items regarding the money to fund the improvements and tutoring for the School.

Motion made by Ms. Nation with a second by Ms. Van der Ven to authorize the attending board members to use their authority and accept their unanimous opinion on the expense of the reserve fund for the Downtown Miami Charter School, Inc. The motion was approved 4-0 (2 absent; 1 open seat).

III. FINANCE

Expenditure of Reserve Funds

- Facilities - The Board was in agreement that the items discussed in the budget were appropriate and fair and acknowledged that additional costs would also incur. They did recommend that Mr. Hage begin the process of getting quotes on the playground area, complete with rubberized mulch and the astro turf type surface. In addition, quotes will be required for the basketball court resurfacing. Mr. Hage will bring the quotes and various options to the Board at the next meeting.
- Tutoring - The Education team and Dr. Hall will report to the Board a budget for tutoring, costs, and formats to offer this additional, instructional venue to

the students. They suggested that Dr. Hall also look into outsourcing this project. The need for a clearly defined after care program was recommended.

- The Board agreed to cover the \$58,000 from surplus funds to be used as the budget calls for under "School Enhancements". In addition, they would like to include the additional expenses for the basketball and playground areas and tutoring. A total figure will be presented with quotes at the next board meeting. The Board projects they will spend approximately \$100,000 on the facility costs and another \$100,000-\$150,000 on school tutoring and after care.
- Lastly, the Board asked CSUSA for a one year modification to the agreement for re-coupmnt of deferred management fees. The current agreement calls for any surplus to be split equally between CSUSA and the School. The Board has asked that this be modified to 25% for fiscal year 2010.

IV. OLD BUSINESS

- None

V. NEW BUSINESS

- None

VI. OPEN FORUM

- The Board discussed possible fund raising ideas to help promote the School.
- Next meeting to be announced in the next few weeks.



Matthew Gorson, Chairman

Date: 8-18-10