

MEETING MINUTES

Name of Foundation: Downtown Miami Charter School, Inc.
Board Meeting: October 19, 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:
10.19.10	4:15 p.m.	5:30 p.m.	11.16.10	4:00 p.m.	M. Vecchione
Meeting Location:					
DMCS, 305 NW 3 rd Ave, Miami, Florida					
Attended by:					
Mr. Matthew Gorson, Chairman Mr. Christopher Mas, PTO Representative Mr. Carlos Migoya, Director Ms. Meredith Nation, Director Ms. Tina Van der Ven, Director Absent: Mr. Javier Betancourt, Director Ms. Sharimaine Tyler-Luke, Director			Ms. Lorrie Davidson, VP of Finance, CSUSA Mr. Paul Hage, Director of Facilities, CSUSA Ms. Mary Vecchione, Governing Board Liaison, CSUSA Dr. Sylvia Hall, Principal, DMCS		
Highlights:					

CALL TO ORDER

Pursuant to public notice, the meeting commenced at 4:15 p.m. with a Call to Order by Chairman Gorson. Roll call was taken and quorum was established.

I. APPROVAL OF MINUTES

Chairman Gorson asked the Board to review the minutes from the September 21, 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 September 21, 2010 meeting. The motion was approved 5-0 (2 absent).

II. SCHOOL REPORT

- Dr. Hall reported enrollment of 634 students with a budgeted enrollment of 638. Several staff members have resigned and accepted positions with Miami Dade County and Broward County School Districts. The Board expressed concern over the large number of openings. Dr. Hall explained that both Districts had lifted their hiring freeze and were now recruiting. These individuals have had their names with the District for several years. Initially, the starting salary is higher. Also, CSUSA does not have a commitment contract with the teaching staff. Districts require their teachers to sign a contract saying that they will not leave mid-year. CSUSA has frozen salaries.

- Open house was held and the school had the largest attendance ever with over 160 families attending. They also enrolled 30 more students in the after school tutoring and enrichment program as a result of the open house.
- Dr. Hall briefly reviewed the School Strategic Plan and commented that it was very similar to the School Improvement Plan, which the board has reviewed and approved.
- Dr. Hall commented on the SAC meeting in September and went over the professional development topics that were introduced to the staff. She also reviewed PTO activities to date.
- It was noted that the overall student behavior for this school year has been much improved compared with the same time period for last year. Fewer number of suspensions.

III. FINANCE

- Ms. Davidson reviewed the September, 2010 financial statement for DMCS. FTE count is 7 students short of the budgeted enrollment.
- 5 teachers will receive MAP bonuses this year. This is higher than last year (when only one teacher received the bonus).
- Ms. Davidson commented that the school is trending on budget for the year.

Motion made by Mr. Migoya with a second by Ms. Nation to approve the September, 2010 financials for Downtown Miami Charter School. The motion was approved 5-0 (2 absent).

- Mr. Migoya asked the Board for discussion on the use of reserve funds to give all teachers, guidance counselor, and all instructional staff a 5% increase to their salary, effective November 1. The Board was very interested and agreed that the 5% increase would most likely force them to reconsider a job change and would bring the salary difference between the base salary for CSUSA and the District within approximately \$2,000-\$2,500. The Board was confident that this raise would impact their decision and affect a move to the District. Currently this would include approximately 38 teachers and the guidance counselor. The amount of funding per year would be approximately \$80,000, from the reserve fund.

Motion made by Ms. Van der Ven with a second by Mr. Migoya to approve a salary increase of 5% to all DMCS teachers, guidance counselor, and any other instructional staff beginning November 1, 2010. The following are to be included as requirements of this

- This increase would draw from the DMCS, Inc. Governing Board reserve fund.
- This increase would become the base starting salary at DMCS for all new hires.

The motion was approved 5-0 (2 absent).

- The Board asked that Dr. Hall draft a letter to the staff reflecting this increase in their salary.
- Dr. Hall would then analyze the reaction and moral of the staff and recommend to the Board an additional bonus to be paid at the end of the year. Should the Board give another 5% bonus for those teachers rated a 3 or above on their

evaluation at the end of the year? In addition, analyze what an additional 5% bonus will do for this year and assume that 40% of the teachers are rated 3 and how this will affect the budget. She will report to the Board at the next meeting.

- Also, the Board requested a more in depth analysis as to the reasons why the teachers are leaving and was it more than just money. Dr. Hall will report in the future on this analysis, after the mid-year staff survey.

IV. OLD BUSINESS

- Big Brothers/Big Sisters - Dr. Hall reported that an initial contact has been made with the community, mentoring coordinator of Big Brothers/Big Sisters. They will meet to discuss the possibility of an association with DMCS.
- Tutoring Update - The program now has over 177 students. 90% of the families are paying the basic rate of \$25.00/month. According to the FCAT scores, an additional 85 students should be in the program and are not enrolled. The enrichment program includes 13 clubs.
- Differentiated Accountability District Meeting - Dr. Hall and Ms. Tyler-Luke attended the mandatory district meeting on Differentiated Accountability.
- Facilities Update - Mr. Hage reported on a design for the proposed school marquee. The Board discussed the best fit for the needs of the school and they asked that Mr. Hage find out about city permits and if they could use an electric marquee sign. The sign would be placed on the SW corner of the school. Mr. Hage will report on pricing for both an electric sign and manual sign for the next board meeting.

V. NEW BUSINESS

- Race to the Top Grant Opportunity - Dr. Hall asked the board to review and approve the Race to the Top Grant Opportunity for the participation of DMCS. The Board review and agreed this was a good opportunity.

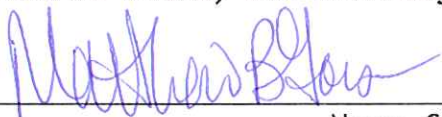
Motion made by Ms. Nation with a second by Ms. Van der Ven that the DMCS, Inc. Governing Board has reviewed, understands, and approves the Race to the Top Grant Opportunity for Downtown Miami Charter School, Inc. The motion was approved 5-0 (2 absent).

- DDA Grants - Dr. Hall applied for two grants through the DDA for Downtown Miami Charter School. The grants are for a science camp opportunity and a grant to enhance and support the tutoring program for 6th grade students. She has not heard back from the DDA as of yet.
- Compliance Review - Dr. Hall reviewed the compliance review process with the Board. She indicated that the Chairman would need to sign this document. All in favor.

VI. OPEN FORUM

- None

Motion made to adjourn the Downtown Miami Charter School, Inc. Governing Board meeting. The motion was approved unanimously.



Name, Chairman

Date: 11-16-10