

MEETING MINUTES

Name of Foundation: Downtown Miami Charter School, Inc.
Board Meeting: Tuesday, November 21, 2017
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:
11.21.17	4:15 PM	5:26 PM	01.16.18	4:00 PM	K. Robertson
Meeting Location:					
Greenberg Traurig: 333 SE 2 nd Ave, 44 th Floor, Miami, FL 33131					

Attended by:	
Board Members: Matthew Gorson, Chairman Julio Piti, Director Elaine Walker, Director Christina Crespi, Director Carlos Migoya, Director	Other Attendees: Amanda Delgado, Principal, DMCS Carmen Magarina, Interim AP, DMCS Gary Springer, Lead Principal Kerrian Robertson, Governing Board Manager, CSUSA Damon Schnurr, Sr. Financial Analyst, CSUSA Myrna Laine-Hyppolite, VP of FP&A, CSUSA Elena Bondarenko, Government Relations, Miami DDA Members of the Public

CALL TO ORDER

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

I. ADMINISTRATIVE

Approval of Board Meeting Minutes

- The Board reviewed the meeting minutes from the October 18, 2017 Downtown Miami Charter School, Inc. Governing Board Meeting. The board meeting minutes was part of the agenda and was made a part of these minutes.

MOTION: Motion was made by Christina Crespi and seconded by Elaine Walker to approve the meeting minutes of the October 18, 2017 Downtown Miami Charter School, Inc. Board Meeting. Motion was approved unanimously.

Governance Training for Mr. Migoya

- Kerrian Robertson informed Board Member Carlos Migoya that his governance training certificate will expire on 12.15.17, and that a governance training reminder will be forwarded to him. Mr. Migoya explained that he was not informed of the upcoming training previously, and that he would get it done as soon as possible. The governance training was part of the agenda and was made a part of these minutes.

II. CSUSA REPORTS

Staff Survey Results

- Principal Delgado shared the staff survey results with the Board highlighting some of the top results for workforce engagement, knowledge of curriculum instruction as well as opportunity for growth such as, loyalty and flexibility. All questions were answered by Ms. Delgado. The staff survey results were a part of the agenda and was made a part of these minutes.

School Dashboard and Enrollment Updates

- Principal Delgado shared the year school's NWEA fall results within the dashboard. The dashboard presentation also included the enrollment updates, and staff survey results, all questions were answered by Ms. Delgado. The school dashboard and enrollment updates were a part of the agenda and was made a part of these minutes.

III. OLD BUSINESS

- There was no old business

IV. PUBLIC COMMENTS

- Board Chair, Matt Gorson moved the public comments section from the beginning of the agenda to the middle after old business.
- Mr. Gorson thanked Elena Bondarenko from the Miami, Downtown Development Authority for her visit to the board meeting. He then opened the floor for comments and concerns from the members of the public.
- The members of the public explained that they were current parents of DMCS and shared similar concerns about school and parent communication, dismissal, volunteering, recess, honor roll ceremony, open door policy, and board meeting venue.
- Ms. Robertson asked if these concerns were shared with the principal prior to the board meeting, and explained that there is a process for parent concerns which begins with the principal, then are escalated to the regional director for further discussion. Most concerns were not brought to the attention of the principal.
- Mr. Gorson thanked each parent for sharing their concern and explained that there is a process which needs to be followed beginning with the principal, and also that these concerns should be shared at the next SAC meeting if they are not resolved after meeting with the principal. He also explained that the board meetings were held at the school in the past, but because there was no parent involvement the, meetings were later moved to Greenberg Traurig; however, the board meetings are public and parents are welcome to participate.

V. NEW BUSINESS

Approval of DMCS SIP

- The Board reviewed and discussed the School Improvement Plan with Principal Delgado, and all questions were answered by Ms. Delgado. The school improvement plan was part of the agenda and was made a part of these minutes.

MOTION: Motion was made by Carlos Migoya and seconded by Elaine Walker to approve the school improvement plan for DMCS as presented to Downtown Miami Charter School. Motion was approved unanimously.

Approval of the AED Agreement – City of Miami Fire Rescue

- Ms. Delgado explained that the City of Miami requires board approval for the service of the Automated External Defibrillator, AED used by the school. The AED agreement was not part of the agenda but was made a part of these minutes.

MOTION: Motion was made by Christina Crespi and seconded by Julio Piti to approve the AED service agreement with the City of Miami Fire Rescue for DMCS as presented to Downtown Miami Charter School. Motion was approved unanimously.

VI. FINANCIALS

DMCS Q1 Financial Report

- Damon Schnurr presented the DMCS Q1 financial report, and all questions were answered by Mr. Schnurr. The DMCS Q1 financial report was part of the agenda and was made a part of these minutes.

MOTION: Motion was made by Elaine Walker and seconded by Carlos Migoya to approve the DMCS Q1 financial report for Downtown Miami Charter School. Motion was approved unanimously.

VII. ADJOURNMENT

Chairman Gorson adjourned the Downtown Miami Charter School Inc. Board Meeting at 5:26p November 21, 2017.



Matthew Gorson, Chairman

Date: 1-16-18