

Doctors Charter School Board Minutes 03-18-10

The meeting was called to order by Board Chair Alan Silbert at 5:38 PM.

Present: Chair A. Silbert, Vice-chair J. Lutton, Secretary A. Burch, H. Davis, A. Harke, B. Heffernan, D. Kleinman, J. McCoy, C. Morris.

Apologies for absence: Treasurer E. D'An, R. Bernstein, E. Bonet, J. Harris-Looby

Also present: Executive Director Gary Meredith, Discipline Coordinator Doug Garber

A reflection was offered by Joan Lutton from the book by Jim Collins for not-for-profits.

Board membership update: Dr. Judy Harris-Looby submitted her resignation from the Board due to scheduling conflicts. Dr. Terry Piper submitted the name of Dr. Priva Fischweicher as Dr. Harris-Looby's replacement, to Chair A. Silbert. There was a motion made, seconded, and passed to approve a resolution accepting the resignation of Dr. Judy Harris-Looby from the Board. A letter will be written to Dr. Harris-Looby thanking her for her Board service.

Minutes: A motion was made, seconded, and passed approving the minutes of the Board's February meeting as presented.

Executive Director's Report: Mr. Meredith reported that the 2010 graduation ceremony may be scheduled before the last day of school (June 9). He informed the Board that 66 Miami Shores resident-students have applied for the 2010-11 6th grade class. All but 13 students currently plan to return next year. This led to general questions from Board members about the admissions process, and enrollment preferences. Mr. Meredith shared the contents of a letter he had received; a current parent who had been highly critical of multiple policies, procedures, and personnel, recommended the school very highly to the parent of an applicant for next year. Mr. Meredith has applied for a grant for a lunchroom upgrade for next year and feels confident that we will be able to offer a salad bar option. FCAT was administered and attendance was excellent. Pi Day was a great success.

Personnel Committee: A. Burch explained that Mr. Meredith had signed the three-year employment agreement as presented to members in today's packet. A motion was made by J. Lutton, seconded by C. Morris, to accept the contract as presented. All were in favor. The Committee presented a motion that "if we remain under budget for the current academic year, the Personnel Committee respectfully and unanimously recommends the restoration of the SY 2009-10 6th period supplement and the step increases for faculty and staff at year-end." Discussion points on this issue included deep concern about upcoming budget restraints for the 2010-11 school year, and the need for the faculty to be fully apprised of the budget situation. H. Davis expressed the concern that any surplus be saved for the coming year, since we do not now know what percent cuts to expect, and other members concurred. J. McCoy inquired of Mr. Meredith as to whether he lead faculty to understand, when signing their 2009-10 contracts, that the supplement and step increases would be restored if we finish the year under budget. Mr. Meredith replied in the affirmative. The Chair called the question on the motion, and all votes were in favor. H. Davis abstained.

Finance Committee: B. Heffernan reported that we apparently are under budget. There is a concern about accounting for our contingency. In general we are doing very well. Cash on hand is sufficient to cover two months of working capital; while revenue is down, our overall picture is good. 501c3: Mr. Heffernan explained that the School was approached by the MS/BU Foundation about having the school

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take over that 501c3 and amending the bylaws and the criteria for foundation board service. This would allow for the School to obtain the tax status without applying to the IRS separately. Discussion points included the concern about control of funds; both the current assets of the MS/BU Foundation and future funds collected. Who would serve on such a board, and what would the criteria for service be? How would the foundation members be appointed? Mr. Cobb, current MS/BU Foundation member, suggested that these board members make an annual contribution to the Foundation. J. Lutton moved that we pursue this option further. C. Morris seconded. All were in favor. The motion was amended by B. Heffernan to include "that Mr. Meredith set up a meeting with A. Harke, Chris Kelley (Foundation Board member), Jerome Hurtak (who volunteered to assist with the DCS 501c3) and himself, to determine what to do and develop answers to the many related questions. J. Lutton approved the amendment to her motion, H. Davis seconded, and all were in favor.

Strategic Planning Committee: At their next meeting, Mr. Heffernan explained that the Committee would set up priorities and goals and narrow down the details of the Plan. He said that the work of the Committee would include appointing the person(s) or committee that would be responsible for carrying out the set goals. The chief work would be production of a detailed position statement.

Fundraising Committee: The Golf and Tennis Tournament plans are well underway and sponsorships are needed. 50 State Security is our Tournament Title Sponsor, but many opportunities remain. All Board members are asked to contribute names and contacts for potential players and sponsors.

PTSA: A. Harke reported that \$4,300 was raised with the Festival di Primavera event. It was well-attended. Students were encouraged to perform well on the FCAT by an Ipod raffle. Alison was thanked for her work on the parent survey.

Board comment: J. McCoy suggested that the educational process of a Board is both internal and external. He asked that the Board take a few minutes of meeting time each month to emphasize an aspect of the School; so that Board members might be better informed.

Finance issue: At this point in the meeting. Mr. Meredith reminded Mr. Heffernan to mention the Finance Committee's motion that we set aside \$15,000 of fundraised funds as seed money for a teaching and learning conference to be called, "Fun 'n Sun TLC" to be held at Trump International. After a brief discussion, all were in favor of the motion.

Alan Silbert, MD, Chairman

Alice Burch, Secretary