

# Doctors Charter School Board Minutes 10-29-09

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The meeting was called to order by Board Chair Bill Heffernan at 5:30 PM.

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

Apologies for absence: Treasurer E. D'An, J. Harris-Looby, A. Silbert. Absent: H. Davis

A reflection of the words of Socrates was offered by Vice-Chair Joan Lutton.

Minutes: A motion was made, seconded, and passed to approve the minutes of the Board meeting of September 17, 2009.

Executive Director's Report: Mr. Meredith reported that while our total enrollment of 552 was an increase over last year, class size has remained about the same; 21.35 per middle school class and 18.07 per high school class. Parents of students in each grade are now able to be emailed. Spirit week was a big success. There will be a college night tonight, interims will go out next week, and the Miami Shores Police will bring the police dogs to school for a demonstration. Univision television came to DCS to film our Hispanic heritage production. Other activities included PSAT testing, a visit from Judy Litt of the Playground Theatre, and a music solo recital.

Charter Review: Mr. Meredith explained the need to update our Charter with parent/student handbook and code of conduct revisions. The deadline for revisions is December 1<sup>st</sup> of each year. The Chair asked for particulars on the process used for these recommended updates. Mr. Meredith explained that the administration began crafting needed changes to these documents two years ago, met many times since then on the refinements, and recently involved student government for their input. Mr. Meredith particularly drew the Board's attention to page 6 of the Handbook (academic policies), page 7 (course failures), page 13 (GPA calculation), and the desire to omit the description of grading table on page 13. Board and parent input are invited over the next several days; PTSA representatives to the Board were particularly asked to provide input. A *motion* was made by Reid Bernstein, second by Joan Lutton, that the Board approve the proposed changes after the input of Board representatives. All voted in favor of the motion.

Election of Board Officers: Nominating Committee Chair Reid Bernstein stated that the slate of officers would be ready for the November Board meeting.

Finance Committee: Various members reported about the possibility of forming a 501c3 for DCS. After discussion, it was concluded that in lieu of any expenditure on this project at this time, Board members put out feelers to possible legal volunteers to help us obtain charitable corporation status for fundraising purposes. There may be another \$25,000 reduction in FTE shortly, which will need to come out of contingency. Paraprofessional costs show higher because custodial salaries were included in that category.

Student Activities: Building use policy- Committee members reported that after study and discussion, they propose that the following policy be adopted:

Per section 3. (a) of the Charter School Sublease Agreement, the premises shall be used by Sub lessee solely for the operation of a charter middle/high school, as authorized by Miami-Dade County School Board. Therefore all activities held on the premises must be directly related to the education of Doctors Charter School students. All other uses of the premises are subject to approval of the Board of Directors.

After discussion and questions, a motion was made, seconded, and passed to approve the proposed policy.

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Fundraising/Marketing: Dennis Kleinman reviewed the Evening in the Courtyard plans, set for November 13<sup>th</sup>. Board members learned of the various fundraising approaches possible for reaching our community and businesses. All are encouraged to cultivate contributors and attend the Evening.

PTSA: Ellen Bonet reported that PTSA will be responsible for all of the setup/takedown and food for the Evening in the Courtyard event. Other projects include: Middle School holiday dance with Guitar Hero on widescreen, and the Miami Shores Elementary Holiday Toy Drive. PE Uniform sale is ongoing.

Public comment: Councilwoman Herta Holly commented on businesses who might be willing to give, and other giving prospects for DCS.

Board comment: Vice Chair Joan Lutton wondered aloud if the Broward County School Board was required to take the Governance training required of charter school board members.

Next meeting: The next Board meeting will take place on November 19, 2009 at 5PM. Two members have already given apologies for absence. Members are asked to inform the Board Secretary of absence as far in advance as possible.

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William J. Heffernan, Chairman

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Alice Burch, Secretary