

# Doctors Charter School Board Minutes 12-17-09

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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, R. Bernstein, H. Davis, J. McCoy, C. Morris, A. Silbert

Apologies for absence: E. Bonet, Treasurer E. D'An, A. Harke, J. Harris-Looby, D. Kleinman

A reflection was offered by Vice-Chair Joan Lutton.

Minutes: A motion was made, seconded, and passed to approve the minutes of the Board meeting of October 29, 2009.

Presentation: Jamael Stewart spoke about the Breakthrough Miami program. He introduced the new executive director of the program, Alicia Rodriguez Bauer. Director Bauer explained the benefits of Breakthrough to students throughout the area, and expressed her appreciation for the DCS portion of the program. 17/87 DCS program participants are DCS students.

Breakthrough continues to expand, now assisting 5<sup>th</sup> grade students' placement in excellent middle school programs. A three year goal is to offer the Breakthrough program to one thousand students.

After the presentation, Chair Heffernan suggested that the DCS Breakthrough Miami program be placed on an upcoming agenda.

Executive Director's Report: Mr. Meredith expressed enthusiasm for the admissions open house turnout, and the record number of completed applications. He spoke at Miami Shores Elementary to parents of rising 5<sup>th</sup> grade students. He outlined successes in the sports program and the music program, including the expanded holiday concert and solo recitals. A very generous toy drive, headed up by the PTSA, provided an abundance of toys to needy MSE students. There was also a blood drive. Good public relations with Barry were enhanced by mock interviews with educational student interns. Charter School Operations will require a checklist form for student fees next year. Mr. Meredith successfully calmed a parent who has been chronically distressed.

Election of Officers: Nominations chair Reid Bernstein proposed the following slate of officers: Board Chairman - Dr. Alan Silbert, Vice-Chair – Dr. Joan Lutton, Secretary – Alice Burch, and Treasurer – Evelyn D'An. A motion was made by Dr. Chester Morris, seconded by J. Lutton, that the slate of officers be approved as presented. All voted in favor of the motion.

Finance Committee: Mr. Heffernan reported that the summaries show good fiscal management year-to-date. Discussion returned to Breakthrough Miami and the various benefits of continuing to host the program.

Personnel Committee: Reid Bernstein reported that the Committee desires that a process be approved to craft a contract for Mr. Meredith beyond July, 2010. The motion considered was that the Personnel Chair would meet with Mr. Meredith, formulate any changes to the existing contract as to contract term, work schedule, and job description, and present the draft to the full Board in a timely fashion. A. Silbert moved approval, and the motion was seconded and passed. Mr. Meredith stated that as long as his health holds out, he would like to stay.

Strategic Planning Committee: The Committee met and put forth a list of facilitators for Mr. Meredith to investigate and to advance the strategic planning process with a workshop and a completed plan by March 31, 2010. Dr. Silbert will now be part of the Strategic Planning Committee.

Fundraising Committee: The next major fundraiser is Winterfest and all were asked to find auction items. April's Golf and Tennis Tournament will also be on the Committee's next agenda on January 6<sup>th</sup>, 2010 at 8AM.

Board comment: Dr. Morris led a brief discussion about obtaining the use of a small bus. He also explained that he is obtaining the donation of a defibrillator from North Shore Hospital and would like a small plaque thanking them when it is in place.

Next meeting: Our next Board meeting will be held on January 21, 2010 at 5:30PM.

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William J. Heffernan, Chairman

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Alice Burch, Secretary