

**CITY OF CORAL SPRINGS
CHARTER SCHOOL ADVISORY BOARD MEETING
CORAL SPRINGS CHARTER SCHOOL
NOVEMBER 19, 2009**

The meeting commenced at 7:39 a.m. with a call to order by Chair Dr. Mitchell Wallick.

In addition to Dr. Wallick, present were Board Members Dr. Randy Fine, Dr. Debbie Swayman, Paula Smith and Chelsea Stahl Board Member and Commissioner Claudette Bruck was absent.

Also present were Dr. Billie Miller, Principal, **Coral Springs Charter School**; Debbie Von Behren, Executive Vice President and Mary Vecchione of **Charter Schools USA**; Ellen Liston, Deputy City Manager, and Jo Chavez, Recording Secretary, Office of the City Clerk, **City of Coral Springs**.

I. APPROVAL OF THE MINUTES

Paula Smith motioned, seconded by Randy Fine, to approve the minutes of October 15, 2009. The motion was approved unanimously (5-0).

II. SCHOOL REPORT

Ms. Miller presented the school report, including highlights on:

- The PTSO Fashion Show: It was a huge success and generated slightly over \$13,000 for the school. The money will be used for technology since the items bought four to five years ago need to be replaced.
- The H1M1 vaccination process at the school: Broward County Health Dept. and parent volunteers were there to help and everything went smoothly. Approximately 600 students were vaccinated, which should conclude the distribution of the H1M1 vaccine.
- The production of the school play: it will be presented tonight, tomorrow and Saturday evening. Previews for the high school students were given yesterday.
- The Thespian troop's participation in District competition: Many who received "excellent" and "superior" ratings will be going on to State competition.
- The state swimming competition: For the first time, CSCS had a third place winner and a competitor in the diving competition.

- The school's participation in the City's upcoming Holiday Parade on December 17th.
- The Stride conference: It was held at the school last Friday with a little over 100 students from the east coast CSUSA schools participating.
- The first annual Turkey Trot: It is scheduled this weekend with 78 entries. Part of the proceeds will go to the Community Chest and the tutor classes.
- Recent flooding at the school: Several classrooms, the book room and part of the guidance suite experienced a flood caused by a broken water pipe, thereby causing the air conditioning to go down and a host of other related problems. Because of wonderful team effort, damage was minimal, and everything was back to normal within 24 hours.

After the School Report, the Board discussed the large number of withdrawals reported in the School Report, a copy of which is attached to these minutes. Ms. Miller noted that there are many reasons that students leave, but that she would check into the specific detail on the withdrawals and report back to the Board.

Discussion followed on when students' seats become available and when they are filled. No new seats are offered in any grade until the next semester. However, empty seats in 11th and 12th grades are not filled.

III. FINANCE

Lisa Davidson, CSUSA, reported on the audit of the Coral Springs Charter School, including the Basic Financial Statements, a copy of which is attached to these minutes.

Ms. Davidson reviewed each item of the financial statements, including:

- The Financial Highlights
- The Statement of Net Assets
- The Statement of Activities
- The Balance Sheet – Governmental Fund
- Statement of Revenues and Expenditures – Budget and Actual – Special Revenue Fund

She noted that the audit ended with a very positive outcome. The auditors were very pleased with the books, found no significant variances and concluded that the Charter School is performing well financially. Ms. Liston noted that one of the things that the Sterling Committee looks for on the financial side is not just that the School is budgeting soundly for this

year, but that there is a *sustainable* financial forecast, which is in fact, what this Charter School does very well.

ACTION: Dr. Debbie Swayman motioned, seconded by Paula Smith, to approve the audit of the June 30, 2009 audit as presented. Motion: The motion was approved unanimously (5-0).

V. OLD BUSINESS

Ms. Miller reported that the Sterling application was submitted and accepted. A Sterling team has been put together to review the application and make a school visit in February. She thanked Ms. Chelsea Stahl for her support and contributions.

Ms. Miller returned to the subject of school withdrawals, having found the additional information the Board requested. First of all, she found that an error had been found in that the total number of students that have withdrawn is 10 and not 14 as stated in the School Report. Secondly, October will normally post a higher number of withdrawals due to the fact that October is when guidance counselors meet with senior students who are not on target for meeting graduation requirements. Other options and alternatives are explored to ensure that these at-risk students stay on target to graduate.

The specific reasons for the ten withdrawals this year are:

- 3 seniors have elected to finish their education on-line;
- 3 have returned to their home school;
- 1 returned to home schooling;
- 1 went to a military school;
- 1 went to a program for students who are behind in credits or GPA and are then allowed to return and graduate; and
- 1 moved out of the area.

Dr. Fine requested that detailed information regarding withdrawals be routinely included in the School Report. Ms. Vecchione agreed and noted that she would update the form.

VI. NEW BUSINESS

❖ None

VII. ADJOURNMENT

The Board agreed to cancel the scheduled December 17th meeting.

The next meeting will be held on January 21, 2010 at 7:30 a.m. in the West Wing Conference Room of City Hall, 9551 West Sample Road, Coral Springs.

The Board motioned to adjourn the meeting. The meeting adjourned at 8:34 a.m.



Dr. Mitchell Wallick, Chair



Josephine Chavez CRM, Recording Secretary

This meeting was recorded. A tape recording is on file in the City Clerk's Office for five years pursuant to Florida law and City policy. These minutes are a permanent public record of the City of Coral Springs maintained in the City Clerk's Office.

Date Approved: 2/18/2010 (as amended)

Doc: 97481v1

*Chelsea Stahl not a Board member;
Board member Judy Gatterman
was absent.*