

**CITY OF CORAL SPRINGS
CHARTER SCHOOL ADVISORY BOARD MEETING
CORAL SPRINGS CHARTER SCHOOL
September 1, 2009**

The meeting commenced at 7:45 a.m. with a call to order by Commissioner Claudette Bruck.

In addition to Commissioner Bruck, Advisory Board Members present were Dr. Randy Fine, John Swetokos, Dr. Debbie Swayman and Alternates Paula Smith and Judy Gottesman. Jules Cohn and Dr. Wallick were absent.

Also present were Billie Miller, Principal, Coral Springs Charter School; Mary Vecchione, Executive Vice President, Charter Schools USA; Ellen Liston, Deputy City Manager, Rhoda Glasco-Foderingham, Assistant City Attorney, Chelsea Stahl, Performance Measurement Analyst, Department of Finance and Jo Chavez, Recording Secretary, all of the City of Coral Springs.

I. APPROVAL OF MINUTES:

ACTION: Judy Gottesman motioned, seconded by John Swetokos, to approve the minutes of July 16, 2009, as presented. The motion was approved unanimously (6-0).

II. SCHOOL REPORT:

Ms. Miller began the School Performance Report with an update on teacher vacancies. She noted that one teacher who was to have been honored in the coming presentation, has since left the school and another, Ms. Galterio, sustained serious injuries in an automobile accident. She is currently in a rehabilitation center and is doing well, but it will be some time before she is able to return to the school. Ms. Miller noted that a fundraiser has been planned to generate money to assist Ms. Galterio's family with medical expenses. She also discussed other teacher vacancies and personnel issues. At the end of the meeting and at Dr. Fine's suggestion, the Board collected voluntary personal donations to be used for sending flowers and "get well" wishes to Ms. Galterio.

All in attendance then moved to the school lobby for a presentation to Wanda Lee, Advanced Placement Language Composition teacher. Ms. Lee was honored because 100% of her students passed the FCAT tests.

Upon reconvening, Ms. Miller continued her School Report. Some items discussed included:

- Changes in the Charter School food service.

- The Broward County School Board's protocol regarding flu vaccines that will be available in the near future: Vaccines for H1N1 Virus would be minimal and will be available only to students who are considered high risk.
- FCAT Incentive Rewards to Students: Ms. Miller noted that \$24,000 was awarded to Charter School Middle and High School students who qualified for \$20 (Reading, Math and Science scores) and \$100 (Perfect Score in Writing) rewards. The Board agreed that this was an excellent incentive for students to score well on tests. Ms. Miller noted that rewards for AP scores were also planned this year.

III. FINANCE: None

IV. OLD BUSINESS: None

V. NEW BUSINESS:

Proposed Business Plan:

Ms. Miller reviewed the Business Plan with the Board. The four strategic priorities for the Business Plan were listed as:

1. Academic Achievement
2. Infrastructure and Operational Performance
3. Superior Culture
4. Financial Health

Details regarding the strategic priorities were explained in the Business Plan, and copies were distributed to those in attendance.

Ms. Miller reviewed the strategies that have been implemented in order to support the academic goals, including encouraging students to re-take the SAT tests several times, and to begin taking the tests in their Junior year.

Ms. Miller noted that school-wide goals for middle school, high school, non-instructional and the Ace Academy were previously established. Middle School students achieved 100% of the goals they set, while the High School students did not. Ms. Miller also met with CSUSA staff to look at goals that were achieved this last year in order to develop a wide range of other goals as well.

Ms. Miller felt that there have been good changes made in guidance this year, with counselors becoming more visible to the students.

With regard to the pilot virtual courses this year, Ms. Miller noted that one of the challenges in the past has been to maintain the graduation rate. There is a plan now in place to identify those seniors below a 2.0 GPA or

who may need credit recovery. These students will be taken out of an elective and put into a “virtual” classroom. About 15 at risk students have been identified, with the goal of eventually offering on-line courses, as well as traditional courses. Physics might also be offered this way, since there were not enough students signed up to offer a full class. CSUSA is also looking at the possibility of offering their own “virtual” classes as well.

With regard to infrastructure and operational performance, 40 teachers have signed up for Mimeo training. Ms. Miller explained that a “Mimeo” can turn a regular whiteboard into a smartboard. The mimeo, with its own LCD projector, is significantly less expensive than buying a smartboard. The Mimeo’s were purchased out of technology funds and in addition, technology funds were used to turn one room into an open lab. The Charter School now has 40 21st century classrooms. Dr. Fine asked for a opportunity to observe this latest technology. Ms. Miller was pleased to arrange an opportunity for all in attendance to observe a demonstration of the Mimeo technology in action at the end of this meeting.

Next, Ms. Miller addressed the third strategic priority, Superior Culture. While there were no raises this year because of the budget, they were able to offer incentives for returning teachers. In addition, the school continues to take advantage of other stimulus programs such as “Race to the Top” offered by CSUSA for recognition and performance. The emphasis is for the Charter School to *continue* to be a good environment in which to work.

Finally, with regard to the final strategic priority, Financial Health, Ms. Miller noted that the school has a healthy and balanced budget and continues to pursue as many grants and revenues available. For instance, she noted that several thousand dollars became available to the school by way of the Perkins Grant for vocational classes through ACE Academy.

ACTION: Dr. Fine motioned, seconded by Dr. Swayman, to approve the Charter School Business Plan. The motion was approved unanimously (6-0).

Proposed Dashboard Report:

Ms. Miller reviewed the Dashboard Report with the Board. There are 26 performance indicators that the school is expected to meet. She reviewed both those that were met and those that were not met. She noted that it is difficult to motivate the students to take the SAT test. Ms. Liston mentioned that the school wants to be sure to continue to put emphasis on the right benchmark. While there is good progress in FCAT results, the benchmarks on the SAT tests are high and hard to attain in one year.

The Board reviewed many other benchmarks such as Bright Futures Scholarships, AP Exams, graduation rate, survey results and student-teacher ratios. Ms. Miller noted that the Goals for overall performance at

the Coral Springs Charter School were satisfied or exceeded in 20 of the 26 performance measures.

Concluding Issues

Ms. Miller noted that the National School Lunch Program required every school to have a Wellness Policy in order to receive reimbursement for free and reduced lunches. The policy has been adopted from the Broward County School policy and has been in effect for some time. Assistant City Attorney Rhoda Glasco-Foderingham noted that due to the timing of the document, it has already been executed by the City Manager, so it will be necessary to have the approval of the policy and companion agreement to go to the City Commission for ratification.

Dr. Debbie Swayman motioned, seconded by Paula Smith, to approve the Wellness policy required by the National School Lunch Program. The motion was approved unanimously (6-0).

Ms. Miller gave a brief update regarding the progress of the outdoor cafeteria eating area. The fence will be installed shortly, followed by the installation of the new furniture. There should be room for 40-50 students in the expanded eating area.

Ms. Liston noted that the Business Plan and Dashboard Report should be presented to the City Commissioners, probably on September 15, 2009. All Advisory Board members are invited to attend.

John Swetokos has agreed to stay on the Board, but does not have a student in the school. Ms. Glasco-Foderingham indicated that Mr. Swetokos probably could only stay on the Board if he has a student in the school, but that she would investigate further and verify.

VI. ADJOURNMENT

The Board's next meeting will be held on October 15, 2009 at City Hall. The meeting was adjourned after the Advisory Board Members took the opportunity to attend a live demonstration of the Mimeo.

Commissioner Claudette Bruck

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: _____

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