



Charter Board of Trustees Meeting
September 8, 2009

Call to Order

Chairman Davis calls meeting to order at 2:05 pm. Chairman Davis explains he will have to excuse himself from meeting at 2:45pm due to a meeting conflict.

Trustees Present

Wade Davis George Gant Mike Steigerwald Nan Johnston David Lane

Charter Schools USA Representatives

Alesha Arschtt Mary Vecchione Debbie Von Behren Mike Essik Richard Page

Charter Schools Representatives

John Bushey – PM Wells Charter
April Williams-Khorran – Canoe Creek Charter
Cecil Diez – Bellalago Charter

Foundation Board

Paul Kinser Pete Edwards Ed Smallwood

Foundation Staff

Kathy Carr Pattie Burdick Sharon Harrington

Approval of Minutes

David Lane motions to approve minutes from August 11, 2009 meeting, Nan Johnston seconds motion, all approved

Board Updates

Chairman Davis requested nominees for Vice Chairman Position. David Lane nominates Dr. George Gant. Mike Steigerwald seconds, all approved. Chairman Davis asked if Dr. Gant will accept the position. Dr. Gant accepts.

Foundation Updates

Parent Complaints

The Foundation staff brought attention to parent complaints that have been received by the foundation office.

- Uniform expense and the fact that there is only one vendor that supplies them.
- The notification procedure for administration change from Nina Kuhn to April Williams-Khorran
- The fact there is no librarian or nurse at the schools
- The elimination of advanced classes
- Class sizes being to large

CSUSA staff gave answers to some of the above concerns.

Charter Board of Trustees meetings at the Charter schools

The Foundation has requested Charter Board meetings be held at each charter school once per quarter. Mary Vecchione, CSUSA Board Liaison has arranged a meeting schedule with charter schools to accommodate the Charter Board. For the meetings covering the next quarter Charter Schools USA was able to arrange a meeting for November 10, 2009 at Canoe Creek Charter at 2:00pm. If the Charter Board agrees we will confirm meeting schedule with Charter Schools USA. The Charter Board agrees with the meetings at the school. The Foundation will send a confirmed schedule to the board.

The Foundation also requested that the Foundation Board of Directors monthly meeting be held at PM Wells for the month of October, the meeting is on the 22nd. Mary Vecchione is making arrangements for the meeting. She will get back to the Foundation with confirmation.

School Communication

The Foundation addressed the issue of notification to the proper people by Charter Schools USA. During the administrative changes at Canoe Creek Charter some necessary people were apparently not notified of the change. Charter Schools USA was asked to notify the appropriate people of any changes in the future.

Chairman Davis turns meeting over to Dr. George Gant at 2:45 pm to attend another appointment.

Charter Schools USA Updates

School Reports

PM Wells Charter – John Bushey

- ❖ Enrollment

- Enrollment is at 804 budgeted is 872
- % of attendance at 95%. He feels this will decline due to the amount of illness in the school at this time.
- #of students withdrawn is 31, reasons for them are 11 have moved out of area, 17 due to transportation changes by the SDOC and three not satisfied with administration.
- ❖ Staffing Update
 - Some staff have resigned and taken jobs with the county.
 - Six new staff members, still potential for one more for Special Ed position.
- ❖ School Update
 - Benchmark testing was given last week and results will be presented at next months meeting.
 - Pick up procedure at the school has been refined to 20 minutes. PM Wells Charter has been able to take 804 students dismiss and get on buses and in cars in 20 minutes.

Dr. Gant asks what the testing is based on? Mr. Bushey responds testing is given in FCAT format.

- ❖ Facility Update
 - Portables are completed and housing students.
 - Have had some drainage issues, Charter Schools USA found the problems and fixed them. Nerf balls stuck in drains and removed and are working fine.

Kathy Carr asks if it was the existing drainage issues? Mr. Bushey responds it is all fixed and drainage is working properly.

- ❖ Technology
 - Wireless network is activated and all teachers have laptops.

Out of Field Waivers

- Discussion about certification and ESOL

Nan Johnston motions to approve Out of Field Waiver for PM Wells Charter Academy David Lane seconds, all approved.

Charter Schools USA introduces April Williams-Khorran as Canoe Creek Charter new principal replacing Nina Kuhn.

David Lane asks April Williams-Kohrran to tell the Charter Board about her background. She was in Miami Dade for approximately 15 years, then she joined CSUSA at Palm Bay Charter School. She came to PM Wells as Assistant Principal for a month and is now at Canoe Creek Charter.

Canoe Creek Charter –April Williams-Khorran

- ❖ Enrollment
 - Enrollment is at 472 budgeted for 502
 - Attendance is at 96%
 - Five withdrew due to transportation changes
- ❖ Staffing
 - Two teachers have resigned for unknown reasons.

- One middle schools language arts, One ESE and One Kindergarten teacher have been added to staff
- Still need a middle school reading teacher.
- ❖ Facilities
 - Concerns regarding chillers at Canoe Creek Charter. The Foundation is still researching chiller contract with SDOC and responsibilities of the county maintenance department.
- ❖ School & community activities
 - New PTO and SAC committees have been established. Meetings are 2nd Tuesday of the month at 6:00 pm.
 - April Williams-Kohrran will introduce herself and answer questions from parents as the new principal at the first meeting.
 - Spirit Night is also being held on the same night.
- ❖ Technology
 - Wireless ports installed throughout school and laptops distributed to all teachers.
- ❖ Teacher certification and ESOL was covered and discussed

Mike Steigerwald motions to approve Out of Field Wavier for Canoe Creek Charter Academy, David Lane seconds the motion. All approved.

Finance

- ❖ Summary of revised Canoe Creek Charter budget – Mike Essik
 - Revised enrollment numbers to reflect actual from 546 to 481
 - Compensation was reduced due to realignment of duties and number of classrooms
 - Adjustments were made on Instructional material expenses
 - SDOC fee reduced to reflect changes in FTE revenue
 - Insurance premiums adjusted
 - Staffing changes added from original budget, VPK teacher, VPK instructional assist and Dean
 - Staff reduction of four teachers and a media assistant.

Mike Steigerwald motions to approve the Canoe Creek Charter revised budget 2009/10, Nan Johnston seconds motion. All Approved.

- ❖ Summary of revised PM Wells Charter budget – Mike Essik
 - Reduced to reflect changes in enrollment
 - Realignment of duties and number of classrooms
 - SDOC fees reduced to reflect changes in FTE revenue
 - Custodial contract was increased due underestimation in previous budget.
 - Electric increased due to modular units not included in previous budget
 - Insurance premiums were reduced

Mike Steigerwald motions to approve the PM Wells Charter revised budget for 2009/10, Nan Johnston seconds the motion. All Approved.

❖ Teacher Factors, Goal setting, Art & Science of teaching presentation continued.

Dr. Gant asked if Mr. Smallwood would explain about the Canoe Creek Charter issue about student scholarships. After his explanation, it was requested that staff look into the PTO scholarship program and report back at the next meeting.

Vice Chairman Gant adjourns meeting at 3:20 pm.

Next scheduled meeting on October 13, 2009.