

MEETING MINUTES

Name of Foundation: The Lee Charter Foundation, Inc.
Board Meeting: March 5, 2010

School(s): Bonita Springs Charter School Gateway Intermediate Charter School
 Cape Coral Charter School Gateway Charter High School
 Gateway Charter School Six Mile Charter Academy

The minutes of Sunshine Law meetings need not be verbatim transcripts of the meeting. These minutes are a brief summary of the events of the meeting.

Date:	Start	End	Next Meeting:	Next time:	Prepared by:
03.05.10	9:01 a.m.	10:30 a.m.	TBD	9:00 a.m.	M.Vecchione
Meeting Location:					
Charter Schools USA, 6245 N Federal Hwy, Fort Lauderdale, Florida 33308					

Attended by:	
Mr. Ken Haiko, Chairman Mr. Dennis Clark, Vice-Chairman Absent: Colonel Thomas Wheeler, Treasurer	Ms. Debbie Von Behren, COO, CSUSA Mr. Richard Page, VP of Bus Development, CSUSA Mr. Mike Essik, Director of Finance, CSUSA Ms. Hillary Daigle, Controller, CSUSA Mr. Rob Vilardi, Financial Analyst, CSUSA Mr. Derek Kelmanson, Ops Mgr, CSUSA Ms. Mary Vecchione, Governing Board Liaison, CSUSA Ms. Marie Keast, AP, BSCS Dr. Deborah Nauss, Principal, CCCS Ms. Brooke Kaufman, AP, GCS, GCIS Mr. Joe Roles, Principal, GCHS Pattie Duffy, Principal of Curriculum, SMCA
Highlights:	

CALL TO ORDER

Pursuant to public notice, the meeting commenced at 9:01 a.m. with a Call to Order by Chairman Haiko. Roll call was taken and quorum was established.

I. APPROVAL OF MINUTES

Chairman Haiko asked the Board to review the minutes from the January 29, 2010 Governing Board meeting and note any corrections or comments. The minutes stand.

Motion made by Mr. Clark with a second by Mr. Haiko to approve the Governing Board minutes from the January 29, 2010 Board of Director's meeting for the Lee Charter Foundation, Inc. The motion was approved unanimously.

II. SCHOOL REPORT

Bonita Springs Charter School

- Ms. Keast reported enrollment of 1267 students with a budgeted enrollment of 1307.
- The next SAC meeting will take place on March 9, 2010. Professional Development topics included FCAT test Taking Strategies.
- Ms. Keast reported on numerous School/PTO/Community activities.

- Recommits are currently at 1121 students with new enrollment applications of 191.

Cape Coral Charter School

- Dr. Nauss reported enrollment of 505 students with a budgeted enrollment of 587. There is one open staff position for Middle School Reading.
- School Improvement and Strategic directives, including professional development topics have focused on Team Building Activities, Study Island Training, FCAT Training, RTI Process, Test Specs & Content Focus, Instructional Focus Calendar, and Interacting with New Knowledge. In addition, an enrollment committee has been formed along with an Improvement Committee.
- Dr. Nauss reported on numerous School/PTO/Community activities.
- There were 6 new students to enroll in the month of January and 6 new students for February.

Gateway Charter School/Gateway Intermediate Charter School

- Ms. Kaufman reported on enrollment of 1007 elementary students and 983 intermediate school students. The budgeted enrollment is 1991 students total. She also indicated that there are staffing positions opened for the gifted class and music.
- The leadership/leading edge session for this past month was cancelled by the central office.
- School Improvement/Strategic priorities and professional development topics included 4th grade FCAT Writing, SAC meeting, RTI focus, District ESE training and strategies, ESOL strategies/Diversity training, and some grade levels have opened character cash store in their classrooms.
- Facilities installed a new "Main Entrance" sign on the front of the building.
- Ms. Kaufman also reported on numerous School/PTO/Community activities.
- The recommits for the next school year are at 99.6%. Enrollment is full with recommits and new applicants. The waitlist is still growing.

Gateway Charter High School

- Mr. Roles reported enrollment of 895 students with a budgeted enrollment of 962. He indicated that a position is opening for a Physical Science teacher.
- As part of the Leadership Training & Leading Edge participation, Ms. Margaret Lapointe will attend ASCD in San Antonio, TX on March 5-7.
- School Improvement & Strategic updates and professional development topics include DA baseline and analysis and Focus calendar activities for FCAT reading, math, and science.
- Mr. Roles reported on numerous School/PTO/Community activities.
- He also indicated that MIMIO training was held on February 16th.
- Student recommits are at 547 with 351 new applicants.
- Mr. Roles asked the Board to approve the Out of Field Waivers for the second half of the year. He read the names.

Motion made by Mr. Clark with a second by Mr. Haiko to approve the out of field waivers for Gateway Charter High School for February, 2010. The motion was approved unanimously.

Six Mile Charter Academy

- Ms. Duffy reported on enrollment of 1008 students with a budgeted enrollment of 990. Open staffing positions are being considered for PE Grades K-3, ESOL Paraprofessional, and language arts middle school.
- Strategic and School Improvement Plan updates include continuing to implement instructional focus calendars, data review, and professional development. Professional Development topics include Setting Objective & providing feedback; generating & testing hypothesis; How to utilize questioning, cues, and advanced organizers; Intervention planning; retention and TRI; ESE regulations; Administering FCAT Writes; FCAT Planning; Study Island; Test Talks; and Reading Workshop.
- The last SAC meeting was January 11th.
- Ms. Duffy reported on numerous School/PTO/Community activities.
- Student recommitments are currently at 971.

III. FINANCE

- Mr. Vilardi reported on the quarterly update for the Lee Charter Foundation, Inc.
- The accumulative summary of student enrollment for all the schools is reflecting a deficit of (154) students.
- The summary of FTE revenue, overall, reflects a positive variance for all the schools with the exception of GCHS, which has a deficit of (\$3). The difference has been put in a reserve account to offset any changes in FTE funding for the remainder of the year. If there are no changes, the school will have these funds available toward improvements, as the Board deems necessary.
- The overall summary of significant budget variances reflects a surplus for BSCS, GCS, GICS, and SMCA. The negative variance for Cape Coral is mainly due to enrollment not being on target. GCHS is reflecting a break even.

Motion made by Mr. Clark with a second by Mr. Haiko to approve the Quarterly Financials for The Lee Charter Foundation, Inc. Governing Board. The motion was approved unanimously.

IV. OLD BUSINESS

Charter Development Updates

- *Manatee* - Chairman Haiko reported on the Manatee Charter and stated that we are in the appeal process. We anticipate that the State will uphold the District and not approve the Charter.
- *Hillsborough* - Everything is on target and moving forward with contract negotiations with the District.

V. NEW BUSINESS

Benchmark 3 Results

- Each principal provided an overview of the B3 results for their individual schools and indicated the strengths and opportunities. The principals also commented on the processes which have been implemented as a result of the scores and to ensure positive skill sets and results for FCAT testing. All have implemented an after school and/or Saturday tutoring sessions.

Staff Survey Results

- Ms. Ratcliff introduced, Mr. Tim Coleman, HR Manager. She stated that it is his team who compiles the results and presentations for the Board meetings.
- Ms. Ratcliff reviewed the staff survey results taken in December 2009. She indicated the overall satisfaction of the staff and reviewed the strengths and opportunities that will be addressed.


Parent Survey

- Ms. Von Behren reviewed the parent survey results taken in November 2009. She indicated the overall satisfaction of the parents and reviewed the strengths and opportunities that will be addressed.

VI. OPEN FORUM

- Chairman Haiko discussed potential board candidates for The Lee Charter Foundation, Inc. He will report back to the Board at the next meeting.
- The next meeting date has not yet been identified and Chairman Haiko will contact Ms. Vecchione to notify the Board members on available dates.

Motion made to adjourn The Lee Charter Foundation, Inc. Governing Board meeting. The motion was approved unanimously.



Ken Haiko, Chairman

Date: 4/23/10