

Marco Island Charter Middle School
Executive Board Meeting Minutes
December 3, 2008

The meeting was called to order and a quorum established.

Members present: Tarik Ayasun, Al Diaz, Joe Hausauer, Monte Lazarus, William Morris, Jim Reinders, Jennifer Tenney.

Absent: Lisa Meurguc.

Also in attendance: George Abounader, Maria Hayden.

New Board Members present: Elizabeth Summers, Catherine Cleary & Jim Young

William Morris moved to approve the minutes, Tarik Seconded the motion and it passed unanimously.

New Members Elizabeth Summers, Catherine Cleary & Jim Young all took the oath to serve the charter school and were initiated as board members.

The old board members, Monte Lazarus, Al Diaz and Joe Hausauer were thanked for their service and commitment.

Election of Officers:

President:

Tarik nominated Jim Reinders to continue as President, Bill Morris seconded the nomination

Vice President:

Jim Reinders nominated Tarik Ayasun to serve as Vice President, Bill Morris seconded the nomination

Treasurer:

Jim Reinders nominated Jim Young to serve as Treasurer, Bill Morris seconded the nomination

Secretary:

Jim Reinders nominated Jennifer Tenney to continue as secretary, Tarik seconded the nomination

Bill Morris moved to accept the officers as slated above, Jim Young seconded the motion, and the motion passed unanimously.

George Abounader passed out packets for governance training and stressed that he must have it back by December 31st. The goal is to return it by Thursday, December 18th.

2 flyers were approved by the board. Jim R. moved to approve the flyers, Bill Morris seconded the motion, and the motion passed unanimously

The proposed Bylaws changes were distributed to the board members. The board members are to go over them and then discuss at the next meeting.

George Abounader arranged for meetings with all new board members to go over the sunshine law.

The meeting was adjourned.

Marco Island Charter Middle School
Executive Board Meeting Minutes
Wednesday, November 5, 2008

The meeting was called to order and a quorum was established.

Members present: Tarik Ayasum, Al Diaz, Joe Hausauer, Monte Lazarus, Lisa Meurgue, William Morris, Jim Reinders, Jennifer Tenney
Also in attendance: George Abounader, Maria Hayden

It was proposed that the Election be addressed first on the agenda, with public comment following the board discussion. Monte Lazarus moved to approve the revised agenda, Lisa Meurgue seconded, and it passed unanimously.

President Jim Reinders proposed changes to the minutes for the meeting of September 24, 2008. Bill Morris moved to approve the amended minutes, Lisa seconded, and they were unanimously approved.

Tarik Ayasun made a comment that during the transition of the accounts, \$100,000 was erroneously put into Tark's personal account for one day. It was transferred the next day back into the correct account along with interest.

Lisa made the comment that the FDIC now insures up to \$250,000.00 per account until December 2010.

The Board moved on to the discussion of the election and began with public comment. Tom _____ made a presentation. He first complimented the Board and Principal on their hard work. However, Tom commented that he was alarmed by the some section of the Bylaws. In addition he felt the Board had not been giving proper notice of meetings and meeting times. He suggested that the agenda and minutes should be provided on the website. Furthermore, Tom commented on the election process and thinks that all candidates should run in the same category, whether they are parents or non-parents.

Jim explained that the Board is currently in the process of revising the Bylaws, and Jennifer Tenney is in charge of proposing the revisions, which will be proposed at the next meeting.

In addition, George and Maria confirmed that the meeting notices were both posted in the school and are on the website. The Board decided to consider whether minutes should be posted on the website.

Tarik explained that the Board's main charge is fundraising. If we do not raise enough money, the school can not run since it does not receive enough funds from the state and district. Tarik stated that curriculum is the venue of the Principal.

Dawn Hollowsky made the comment that she found it difficult to find out where and when the meetings are held. Jim responded that he would make sure we are not remiss in posting the meeting times and location on the website.

Jennifer began the discussion on the election procedure by explaining that the Bylaws require only that the candidates for the board are not paid employees of the school or are not related to a paid employees; and if they are a former employee, they must not have been dismissed for cause. If the former employee left with good standing, they may run for the Board after a one year waiting period. Finally, the Bylaws require that the Board strive for a majority representation of community members who are not parents of students. The only way to do this and to ensure that the election will result in 5 non-parents and 3 parents is to separate the candidates into two categories and elect one from the non-parent category and two from the parent category to fill the three open slots. Jennifer reported that all applicants to the Board met the qualifications and were approved as candidates.

Tom commented that qualifications for the board positions should be better described and Board members should have certain qualifications. Joe Hausauer responded that board members are expected to raise money. Joe pointed out that the Board has been doing a great job considering we had a 18.5 million facility just built, we are an A+ school, and are the highest rated charter school in Florida. The system has been working well.

Dawn asked what the fundraising committee does. She pointed out that she felt discouraged from running for the board because she did not feel she could introduce people of means.

Jennifer responded that she had e-mailed directly with Dawn and responded to her request for the board member qualifications by stating the minimal qualifications and encouraging her to run for the board. She did not discuss any need to have financial connections. Joe responded that the entire Board is the fundraising committee and that is our priority, along with determining the policy of the school.

Jennifer went on to explain that the ballots would be sent out, one to each family of the students of the school. The ballots would be embossed to ensure that the originals are returned. Al Diaz suggested an inner and outer envelope to maintain anonymity. The Board members agreed. Al made the motion, Bill seconded the motion, and the Board unanimously agreed.

The ballots will be counted before the December 3rd meeting by a group of three community members. There will be a collection box at the front office of the school or the ballots could be returned by mail, but no ballot that is received after December 3rd at 5 pm will be counted.

Bill clarified that ballots returned without the inner envelope should still be counted, those people's identity would just not be protected.

Bill made the motion to approve the election process. Monte seconded the motion and the motion unanimously passed.

To address the comment by Tom that parents and non-parents should be in the same category, Tarik pointed out that he was present when the Bylaws were written and one of the reasons for the rule is that parents may not have the time to go out and raise funds. Joe pointed out that it was his belief that it was a state requirement and Al pointed out that it made sense from a conflict of interest aspect. Bill helped to write the original bylaws and explained that the word "strive" was used just in case non-parents who wanted to run for the board could not be found.

Tarik made the motion to accept the slate of candidates, Joe seconded the motion, and the motion passed unanimously.

Jim reminded the Board Members that they must complete the governance training and the paperwork must be returned by the end of December.

George gave an update on the academic probation program. The school was providing extra learning opportunities and ensuring that no student who tries will be dismissed. Homework Detention has started and it seems to be working well. George is overseeing homework detention. There has not been a Saturday School yet but that will be coming up.

Monte gave an update on the solar project. The memorandum of agreement is now in the hands of the superintendent and lawyers. They are applying for grants with the state. The tentative plan is for Track K to be used, 4 acres for solar and 8 acres to be used by the city. Jim commented that this is a very forward looking project and has the potential to defray our electric costs and eventually even become a fundraiser.

Jim updated the board that he had sent the letter to the superintendent the charter school's allocation of activity funds and is waiting for a response.

Jim proposed the extension of George Abounader's contract until June 2014 (it expires June 30, 2009). They negotiated to remove the provision for automatic increases in salary and placed it at the board discretion and took out the provision for George to share in a % of the funds raised (this was never actually put into practice). Finally a provision was added for compensation for termination without cause in the amount of the prior year's salary. Bill asked how cause was defined. Jim responded that it included poor performance, neglect of duties, fraud, substance abuse and criminal activity, and there was a due process for dismissal.

Bill made the motion to approve the principal's contract, Tarik seconded the motion, and the motion passed unanimously.

Everyone was reminded of the auction on Saturday night and was encouraged to attend.

Lisa made the comment to the audience that 3 years ago she was sitting where the interested parents were sitting and the parents comments and ideas are welcome. Dawn responded that she meant no disrespect to the board in any of her comments. Lisa suggested that perhaps a SAC committee be formed for the charter school. George suggested that it be called the curriculum committee or principal advisory board. Al explained to the audience that it was rare to have any parents in attendance and it was a pleasure to see people interested. Jim agreed and stated that we do need to do a better job of communicating.

Jim recognized Al and Monte for their excellent service to the Board.

The meeting was adjourned.

Marco Island Charter Middle School
Executive Board Meeting Minutes
Wednesday, September 24, 2008

The meeting was called to order and a quorum established.

Members present: Tarik Ayasun, Al Diaz, Joe Hausauer, William Morris, Jim Reinders, Jennifer Tenney,

Members absent: Monte Lazarus, Lisa Meurgue

Also in attendance: George Abounader, Maria Hayden

Jim Reinders gave the president's report. First, Jim and George met with Marco Island Police Officer Jen Lofy regarding her offer of her services to present programs and work with the students. Jim expressed the Board's willingness to cooperate with her, confirmed that no office space would be available or needed, and asked for an outline of proposed programs.

Regarding Governance Training, each board member must complete 4 hours of training before December 31, 2008. George will send the board members the login information.

With regards to the playing field, Jim reported that it should be ready to get started in the next 30 days and reminded us that the board has already authorized the funds for the project, which will run approximately \$25,000.00.

Jim is looking at the Facility Use Policy with the YMCA and is going to look at the Collier County Policy and borrow from that.

The board was presented with the teacher/staff distribution plan for the "School Recognition A+" money. After reviewing the plan, Tarik motioned to approve the plan, Bill seconded the motion, and the motion passed unanimously. Jennifer inquired about "student incentives" which are part of the distribution plan, which were not used last year. The teams still have those funds and will use funds from this year and last year, this year.

Joe Hausauer gave the Treasurer's Report. Joe reported that we are in good shape financially, and so far the operating expenses are in line with our budget this year. The meeting was adjourned.

In light of the financial and bank crisis, including the collapse of Lehman Brothers, etc., the board entered into a discussion on how to best protect the assets of the Charter School in the event of a bank failure. Joe stated that the money already in money markets should be guaranteed, our concern is with the new CDs and operating accounts which exceed \$100,000.00, the amount insured by the FDIC.

Tony from Marco Community Bank made a presentation on the option of moving the funds in Marco Community Bank into a repurchase account, which would be collateralized with bonds owned by Marco Community Bank, held by Silverton Bank, and pledged to Marco Island Charter Middle School. The theory is that in the event of a

bank failure, the FDIC would evaluate the bonds and not consider them assets of Marco Community Bank, but instead, consider them assets of the Charter School and the Charter School would receive the funds. Upon questioning by Jennifer and Al, Tony confirmed that this is what would happen in theory, and the theory had not been tested, although there is a tax opinion that implies that it would work. Tony predicted it would only take 3-5 days for the Charter School to receive the money. The repurchase account is not available for C.D.s, but only for money market or operating accounts. The most that Marco Community Bank could put into the repurchase account for the Charter School is \$500,000.00. George inquired what would happen if Silverton, the bank holding the bonds, was to fail. Tony answered that the same thing would happen as if MCB failed, the bonds would not be considered assets of Silverton, but instead assets of MCB, pledged to the Charter School

Tarik expressed his concern and recommendation that we ensure by Friday that we have no account in any bank that is worth more than \$100,000.00 that is not either in a repurchase account or otherwise protected. If not, we must spread the funds out to other banks. Tarik pointed out that we have a fiduciary responsibility as board members to protect the assets of the Charter School. Jim resolved to make sure all deposits are insured or collateralized by Friday and made the motion. Bill seconded the motion and it passed unanimously.

George followed up with a report on volunteers. On volunteer, Mrs. Temkewicz, volunteered to coordinate the other volunteers. George pointed out that there are many opportunities to volunteer, including even being a volunteer substitute teacher.

Regarding fundraising, the silent auction is coming up on November 8th. Heidi Moss is organizing it and it is being held at a mansion on Key Marco. They are still looking for corporate sponsors and donations. Maria will give Heidi the information on the time shares for auction items and Jim pointed out that he still has alcohol to put together for a basket.

George reported that he is starting Project Together in November, earlier than he started last year.

George reported that the Fast Pass system has been installed and is working well.

Jim inquired on the status of the letter to the superintendent on receiving our share of the sports fund. George reported that he would have the draft ready tomorrow.

The Board briefly discussed the upcoming referendum on moving tax revenue from the capital to the operating fund of the school district. This is badly needed and there should not be a great need for a new school for a long time.

Jim reported that he attended a meeting on the solar initiative as we are interested in getting solar panels on the roof of the Charter School, which could be a real money saver/maker for the school. Jim contacted the facilities department to get specifications so that the Solar company can start working on a proposal.

Bill brought up that in honor of Tony Raines, TBE is considering dedicating the walk-a-thon to him. Bill suggested we coordinate with TBE or do the same thing. Al agreed and

pointed out how big a supporter Tony had been of the school. George is sending flowers from our school.

Jen agreed to review the Bylaws by the next meeting and send notations on suggestions for amending the Bylaws.

Next, the Board discussed the upcoming board election. There are three seats opening. Monte, Al, and Joe's terms are expiring. They have the option of reapplying. Each board member can serve three consecutive terms of 3 years each, or a total of 9 years. At the next meeting we will certify the nominations and then if there are more nominees than slots (something that has never happened), ballots will be sent out and each family will receive one vote.

The meeting was opened up to public comment.

Kathy Cleary expressed her concern that the vending machines contained unhealthy food choices that were not appropriate for middle school children. Bill expressed that it was a point well taken. George explained that they did purge the machines of junk food a while back but he would look at it again.

The meeting was adjourned.

Meeting called to order at 6:00 p.m. *AUG. 20, 2008*

Discussion was made as to if only 4 board members can hold a meeting.

50% quorum – will contact Al Diaz by phone if needed.

Roll Call read:

Tarik Ayasun -	Present
Al Diaz-	Absent
Joe Huasauer -	Present
Monte Lazurus-	Absent
Lisa Meurgue-	Present
William Morris-	Arrived 6:15 p.m.
Jim Reinders-	Present
Jennifer Tenney=	Absent

Motion to approve agenda.

Governance Training:

George will attend a governance training along with our school board. George will arrange the workshop during the month of November (after the election). If this date can not be arranged, the date will be early December. George will check into governance training associate to deliver training at our school site. Details to check: travel, presentation expenses, etc. Items to discuss: Sunshine laws, open government, etc. George will secure date and email board members on the date. Price should not exceed \$2,000.00

Pre-Service Week

The pre-service week went very smoothly. Some board members attended the luncheon, and the week ended with the popular boat ride.

The board congratulated George for accomplishing a grade of "A: again.

Update of our school enrollment: 3 on the 8th grade waiting list.

New Academic and Discipline plan put in students agenda book, we also mailed a copy home to parents. George explained our agenda book to the board.

We had a good turn out on Thursday August 13th for our new student orientation. 100 6th grade parents attended.

Joe Hausauer went over the audit report (motion) – discussed audit committee needs to be implemented. Joe will oversee this committee. We need their help.

Fundraising – parent pledges. Discussion about pledges – record money when we get it but put in reserve so funds are there for the following school year. Do not do what we did this year. Went over the 2008-2009 Fundraising Drive

Fingerprinting – if a board member is not fingerprinted they can not take oath of office until their fingerprints are done.

Ed Messer from CCPS was available to speak about the Fast Pass system. This system instantly checks the sexual predator base. Annual cost approx. \$200.00 or under – maintenance of system is very minimum. (motion) Tarik said procedures should be in place how to handle people who do not “pass” the fast pass.

Motion to approve Eagles Football flyer to be passed out at school.

Joe would like to see a fundraising committee established. Flyer to go home about a fundraising workshop at the next board meeting.

Joe will get quote for certificate of deposit.

New hire approved. Motion

Soccer field discussed. Jim Reinders will get estimate – not to exceed \$25,000.00 (motion) Jim is satisfied that we can get the soccer field fixed. This takes time to get field in shape. Spray, cut, sod, etc.

Facilities Lease agreements brought up by Jim Reinders. We wish the Optimist well but are concerned about potential conflict between Optimist and the YMCA. Jim met with both the YMCA and the Optimist – everyone will work together. Jim will meet with George and Roger on Thursday to discuss lease agreements. The board will set policies with regards to leasing not the staff

Board Meetings will be the last Wednesday of each month with the exception of December. Will arrange for the December board meeting date.

George contract expires in June. His original contract was for 5 years. The board is looking for a renewal. Common opinion is the board president Jim Reinders will handle this.

Tarik was given a letter from the Chief of Police (see enclosed letter) to have a officer (Jen Loffy) on campus – giving her a room. George is opposed. Other schools have resource officers explained George but he feels the police department is close enough that if we need them a call will suffice. We do not have the space for this. Jim Reinders and George will make a appointment with the Chief of Police to discuss the letter and why they feel the need for it. We want good relations with our local police department.

Bill Morris thanked Jim for the terrific job he does as school board president.

Open House is se for Thursday August 28th.

Meeting adjourned 7:25 p.m.

Marco Island Charter Middle School
Executive Board Meeting Minutes
Thursday, June 26, 2008

The meeting was called to order and a quorum established.

Members present: Tarik Ayasun, Al Diaz, Joe Hausauer, Monte Lazarus, Jim Reinders, Jennifer Tenney

Members absent: Lisa Meurgue, William Morris

Also in attendance: George Abounader, Maria Hayden, Gary Elliot

A change to the minutes was made by President, Jim Reinders, the revised minutes were unanimously approved.

Gary Elliot made a presentation to the board on Solar Panels. This would be a project that would come down the line in the future, as all the funding and government credits line up. Basically, the project would consist of applying for grants or other funding in order to be a site in which solar panels are installed on the roof. The Charter School Roof is a good candidate since it is a flat roof on a new school. By installing the solar panels, the school could receive credits from the Federal and State government that would actually serve as a way for the school to raise money. However, all the federal and state credits have to be in place in order for the program to be cost effective, so that is why this program is probably a couple of years down the line. Gary's company would arrange for the financing and grants for the project. The Board members all expressed interest in the program and the desire to be one of the first schools to apply for the program once it is ready to go. Monte Lazarus stated that he has been working with Gary on this project and would therefore, abstain from any vote. Jim Reinders expressed his opinion that it appeared that it was a smart and responsible program, but that we would need support at the county level. We would have to send a delegation on behalf of this board to the district to ask our school to be the site for the panels. Gary reminded us that this presentation was just informational at this time since the credits and rebates are still uncertain but he will continue to work on it and give us updates.

Jim gave the President's Report. May was a busy month. All of the events including the awards nights, the promotion ceremony, dance, band concert, chorus concert, and teacher's luncheon all went well. Jim also reported that we received a donation from the Marriott liquor store convention. We will use the alcohol for fundraisers including baskets for the silent auction. Tarik pointed out that the Marriott has these kind of excesses all of the time and we should keep our eye on it. This time, a parent pointed it out. The board agreed to put together a liquor basket for the upcoming Rotary Golf Tournament, which the Charter School will receive 50% of the proceeds.

Joe gave the Treasurer's Report. We have a \$316,175.22 surplus in a year where the state actually cut our projected revenue in the middle of the year. Parent pledges are up to \$59,280.00 this year. Joe did not receive any complaints about the enrollment packet. Although George pointed out that downtown did receive one complaint that the school was charging "tuition."

George presented a Memorandum summarizing programs in Academics, Discipline and the Fiscal Year. First under Academia, George presented an "Academic Probation" policy. This policy is to address and preempt problems with students who fail to pass their core courses, then do not complete those credits in summer school, resulting in a problem with continuing to educate them under the requirements that they retake the course in a different environment. Every student is entitled to FAPE (a Free and Appropriate Public Education). What makes our school different is that if students cannot go to our school, there is still another free public school that they are assigned to that they can attend. Currently, the charter school dismisses students for disciplinary reasons. The school district then decides whether to expel them. However, expelling is not the only option; instead they could direct the students to attend the free public school in their district.

The proposed Academic Probation program would expect all students to have a quarterly grade point average of 2.0 or higher. The students who do not, would be placed on Academic Probation and an Academic Contract would be signed with requirements that the student would have to follow for the quarter. After 5 weeks on probation, the student's record would be reviewed and an academic hearing may take place. At the hearing, a recommendation can be made that the school board dismiss the student from the school. If a student still does not have a GPA above 2.0 and has not met all of the requirements of the contract at the end of the grading period, the student will then go before an Administrative Hearing Board (if they have not already done so) and an evaluation will be made. If at the end of two consecutive quarters, the student has not met all the requirements and has not earned a GPA of 2.0 or higher, they will be dismissed, pending School Board Approval, and hopefully assigned to the regular public school. If at the end of the grading period, the student has met all of the requirements, they will be removed from probation.

Al asked if this would be sent to the parents this year. George responded that if the board passes the policy it will be written into a letter and will be sent to the parents to sign that they understand the policy. Monte liked the policy because it shows that we are not passive, but are actively trying to help students succeed. At Jennifer's inquiry, George responded that the plan was not sent to the district attorney yet. Jim approved of the policy in that it encourages effort and excellence. He suggested adding in the requirement to attend summer school for classes that the students fail. Jim moved to approve the Academic Probation section of George's memorandum, Monte seconded the motion, and the motion passed unanimously.

Under the Discipline section of George's memorandum, George went through the various options for discipline including Saturday School which is new this year, in school suspension, out of school suspension. We also discussed the dress code (students will only be allowed to wear school sweatshirts next year, but any student who could not afford the sweatshirt would be given one). In addition, George pointed out that Enhanced Assist, a district program in which students who had out of school suspension would go to a certain location where they would be watched, was cut from the budget this year. Unfortunately, this year students with out of school suspension would be at home. The Board again discussed bullying and Jim expressed his concern with board members receiving personal e-mails from parents. Monte moved to approve the discipline section of George's memorandum, Jim seconded the motion, and the motion passed unanimously.

Finally, under the Fiscal Year section of the Memorandum, George presented that in a year in which the state cut revenue mid year, we still managed to come out with a surplus! The Memorandum includes the ways the school saved including raising the thermostat, the failure of the district to give a raise to teachers, managing the support staff more efficiently, managing the instructional staff more efficiently, managing the school's health insurance cost, and savings in insurance. In addition, we focused on parent pledges, George's work with Community Partners and Civic Groups to increase fundraising and George's "Project Together" which raised increased funds. The board members congratulated George the fantastic results of his and others' efforts. Monte moved to approve the Fiscal Year section of the Memorandum, Tarik seconded the motion, and the motion passed unanimously.

George also made a presentation on "Fast Pass." It s a program that will cost approximately \$8000-9000.00. The district is asking us to put it in place, but will not provide the funds. It is a way of restricting access and ensuring that all visitors and volunteers check in. Jim expressed his desire that we be friendly to the district and his concern that if we don't have the program in place, it may increase liability. On the other hand Jim did not like "big brother" aspect of the program. In addition, the concern was brought up that there may be a unknown yearly cost. Monte stated that the district should pay for the program. Joe pointed out that they gave us the building and we have the capital funds to do the program, and suggested we should comply in the effort to maintain good relations with the district. Monte made the motion to table the issue until we know the yearly costs, Jennifer seconded the motion, and the motion passed unanimously.

George asked us to approve new hires, Daniel White, Mary Jo O'Regan, Elisa Anderson. These new hires have no impact to the budget as we lost 5 staff members. The board deferred to George's judgment, and Tarik made the motion to accept the new hires, Jim seconded the motion, and the motion passed unanimously.

Monte asked that George provide a list of the student's needs to be dropped off at the Chamber, who would have a collection for supplies. In addition, Monte suggested getting sponsorships for sweatshirts. Also, he wanted to make sure the Chamber got a thank you letter.

Also, Monte brought up that a new American Flag is desperately needed. Tarik responded that he is already on the mission.

George and Maria left, and the Board discussed bonuses for the administration. All board members expressed their admiration and gratitude for all the hard work that the administration puts in. It is the staff's hard work that led to the surplus, so they should share in some of it. The Board proposed the following bonuses:

Mark Albanese-\$2000 (\$1650 last year)
Cathy Callahan-\$2000 (\$1650 last year)
Roger Raymond-\$2000 (\$1100 last year)
Maria Hayden-\$2000 (\$1100 last year)
Rona Donalto-\$1000 (\$770 last year)
Cathy Vergo-\$1000 (\$770 last year)
Maureen Marcoux-\$2000 (\$1650 last year)

George Abounader-\$5000 (\$5000 last year based on the finish of the school building)
In addition, the Board discussed the fact that they want to review Roger Raymond's salary as it is low for all the work he does and the board members worried about attracting a replacement if he ever stopped doing the job.
Monte moved to pass the above bonuses, Tarik seconded the motion, and the motion unanimously passed.

The meeting was adjourned.

Marco Island Charter Middle School
Executive Board Meeting Minutes
Wednesday, April 30, 2008

The meeting was called to order and a quorum established.

Members present: Tarik Ayasun, Al Diaz, Joe Hausauer, Monte Lazarus, Lisa Meurgue, William Morris, Jim Reinders, Jennifer Tenney

Also in attendance: George Abounader, Maria Hayden, Mark Albanese

The minutes were unanimously approved.

The first item on the agenda was the President's Report. President Jim Reinders stated that he was working on a prospective brochure for the endowment fund, which he would talk about at the next meeting. In addition Jim brought up the fact that the Charter School gets less sports funding than the other schools in the district. Jim proposed to write a letter to the district regarding the inequity in the funding, Lisa Meurgue so moved, Monte seconded the motion, and the motion passed unanimously.

Treasurer, Joe Hausauer, presented the treasurer's report in which the board went over the 2007-2008 budget. The school was significantly under budget with regard to the basic instruction expenses and expenses for operation of the plant (especially electricity) which resulted in a more than \$200,000.00 surplus even in a year in which the funding per student was cut after the school year began. This surplus will help next year when funding is expected to be further cut. The board congratulated George on the efficient use of power!

Joe went over the 2007-2008 Fundraising Drive. To date, the school has raised a total of \$128,227.00, which was more than was raised in previous years but is still less than half of the fundraising budget. However, we have had success with getting parent pledges this year.

Joe presented the response from the Volunteer Agreement for 2008-2009 which allows for 5 options for a mixture of payment and volunteer hours. All but 31 families have selected an option for next year, and we have already collected \$34,410.00. The rest will be invoiced. Jim commented that we have come a very long way and complemented Tarik and Joe on their hard work. Jim asked what happens if a family does not respond or meet their obligation? The consensus was nothing right now but that we would continue to use moral suasion and follow up. Al suggested that parents should come in to pick up report cards and commit to an option at that time.

Under Old Business, George reported on the Project Together Fundraiser. \$5,000.00 has already come in, which is not reflected in the budget. Al reported on the cash raffle. Mark made beautiful tickets, however the board was worried that we needed to sell at least 120 tickets to even break even. It was proposed that it would be moved to the first quarter of the upcoming school year. Joe moved to postpone the cash raffle, Tark seconded the motion, and the motion passed. Mark will use the same tickets but change the dates.

Bill proposed that we focus on large fundraisers in the future projected to raise for example, \$40,000.00 rather than a lot of small ones which raise a couple of thousand each. Al pointed out that the silent auction did well last year. Jim proposed setting a threshold and dropping fundraisers if they do not reach that threshold. Monte proposed a fundraiser involving local artists or perhaps a jazz band competition. Tarik agreed that there should be 1 or 2 signature events. Jennifer suggested a lobster bake, however Bill pointed out that when other clubs did the event didn't make as much money as the clubs hoped. Al pointed out the benefit in looking for community partners. Tarik reported with regard to advertising for the gym, the company he is working with needs a list of events with the number of attendees.

Next the Board discussed the Promotion Ceremony and Post Ceremony Dance on May 22nd. The graduation is taking place in the gym for the first time. Parents are helping decorate. There is also a student athlete award night on May 6th, and the spring concert is on May 13th. The chorus concert is May 15th, Drama Club had a play on May 2nd, and the academic awards are scheduled for May 21st. Lisa reassured that the police were going to be available for the dance. Jim spoke to the insurance company, Brown and Brown, and the school is fully covered for the event. Lisa brought up her concern that the school was not promoting the dance enough and would like the school's further involvement in the future to distribute materials, make flyers and invitations, etc. Jim pointed it out that it was up to the 8th grade parents ~~to get the board to do it~~. George stated that the school was helping now, just without the board approval.

As the first item under New Business, the board approved the numbers for the class sections for 2008-2009 as 132 for each grade level. Due to George's successful outreach we will now get a projected 120-121 for 6th grade (where 110 was predicted last meeting). 8th grade will be a full 132 and right now 7th grade is at 122. Bill moved to approve a maximum class size of 132 per class, Al seconded the motion, and the motion passed unanimously.

The Board moved on to approving the budget for 2008-2009. George reported that there was an elimination of 1.3 positions. The district school board has still not come to a conclusion on teacher and staff salary raises. Jim proposed making it a sure thing both for us for the sake of our budget, and for the teachers and staff who have waited a year without support. We had always in the past matched the district salaries, but there is nothing to say we can't do something different. George reported that we built into the budget last year step + 3% raise, yet there were no raises. Al expressed concern that our numbers we receive from the state is not yet firm, however, the board wanted to support the teachers and staff and it is built into the budget anyways. Bill pointed out that if we have a big problem this year we can take care of it next year with a smaller raise. Bill made the motion to allow a 5% raise (flat) for all teachers, Monte seconded the motion, it was unanimously approved. Monte moved that the support staff receive a flat 3% raise, Tarik seconded the motion, and it was unanimously approved. Bill moved to approve the proposed budget for 2008-2009, Monte seconded the motion, and it was unanimously approved.

George next proposed the Teacher Hire Lists. Jim moved to approve the proposed lists; Bill seconded the motion, and the motion unanimously passed.

*subject to
George's
discretion*

The Board discussed the Pupil Progression Plan. Cathy Callahan presented. Currently, students are required to pass the 4 core classes. If they do not pass, they either can make up the class in summer school, or they have to make it up during the school year, which causes a problem because the students cannot take the same class over with the same instructor. Currently we have 7-6th graders who will have to attend summer school, and 10-8th graders. Another problem is that a student can only recover 2 classes in summer school. So the problem is the student who failed 4 core classes. The board discussed virtual school as an option, however, that would be expensive to pay a teacher to supervise. Joe asked if we have special need capabilities, and George responded yet, there are intensive classes, progress monitoring plans, accommodating testing conditions, etc., if students are identified. Jim suggested writing the department of education in order to get some answers.

Monte brought up that he received two more reports of bullying. He suggested coordinating with the police department and scheduling a presentation on the issue. Joe pointed out that the YMCA has a program for it. Tarik agreed that there are experts at getting through to kids regarding bullying. George pointed out that it happens in every school and the charter school responds to it with serious attention, and appropriate sanctions. In addition, the school does proactive things like celebrating a character trait each month. Monte volunteered to talk to the police and YMCA to see what programs are available. Mark suggested minimizing time at lockers and in the hallways to mitigate the problem.

Joe brought up the fact that there is no infrastructure to organize the volunteers right now. Al suggested hiring someone and Joe opposed that idea. Monte suggested setting up sub groups of volunteers.

Finally George brought up that he needed to put Physical Education back in the 7th grade approved schedule due to policy changes. Bill so moved, Tarik seconded, and the Board agreed unanimously.

The teachers luncheon was set for May 30th with Al organizing the luncheon.

The meeting was adjourned.

Marco Island Charter Middle School
Executive Board Meeting Minutes
Wednesday, February 27, 2008

The meeting was called to order and a quorum established.

Members present: Tarik Ayasun, Al Diaz, Joe Hausauer, Monte Lazarus, Lisa Meurgue, William Morris, Jim Reinders, Jennifer Tenney

Also in attendance: George Abounader, Maria Hayden, Mark Albanese

The minutes were unanimously approved.

Under the first item of Old Business, review of the Board's decision regarding the location of the Post Promotion Ceremony Dance, Bill Morris made the motion to reconsider the prior denial, which was seconded by Joe Hausauer. Lisa Meurgue made a presentation addressing the concerns that had been previously expressed. She stated that the parents are already signed up to help put up and take down the decorations and clean up so school can go on as normal the next day. Al Diaz suggested that there be other activities for the kids who do not wish to dance, ex. Basketball or Ping Pong. Al also expressed a concern for security and Lisa was going to explore whether the police would be outside. Jim and Lisa were going to make sure that the school's liability policy included this and other events that are not school functions, and if necessary, explore the option of obtaining a waiver. Monte made the motion to vote to hold the Post Promotion Ceremony Dance in the Gymnasium, Tarik seconded, and the motion unanimously passed.

The next topic of discussion was the enrollment meeting, set for Tuesday March 4, 2008 from 6:30-7:30, George sent the invitations to Tommie Barfield Elementary, Parkside Elementary, Lely Elementary, and Manatee Elementary. The board went over the draft enrollment application. The board suggested that language letting parents know that the cost of band would include the purchase or rental of an instrument. With regard to the Film/Video release, George explained that an opt-out form is sent home with the kids to the parents, and that if the form does not come back, the children are permitted to view the G and PG rated films. Jim stated that he would submit some grammatical edits to George rather than go through each one. The Board also suggested the addition of an e-mail address release to the Master Signature Approval Sheet. With regard to the volunteer agreement, it was suggested that the language that any donation beyond the amounts suggested is greatly appreciated. In that context, Joe reported that the letters to the parents regarding the volunteer agreements were working; with every letter sent out, the school receives approximately \$10,000.00 in donations.

On the curriculum page, Joe pointed out the part that states that the Algebra Honors, Geometry Honors and Spanish Honors are accelerated classes allowing students to earn High School credit, is correct, however, he suggested adding that those grades are added to the high school transcripts and factor into their high school GPA. (George explained that if the child was doing poorly, they would be removed from the course.) Joe informed the board that the high school credit was not weighted as an honors credit and therefore, could hurt the GPAs in high school. The Board responded with concern, and

George said he would look into it but it was probably an issue that needed to be discussed with the high school guidance office.

The Board also reviewed the curriculum selection sheets for each grade. After an inquiry regard Physical Education, George explained that there is no Physical Education in seventh grade; it is offered every other day for a full year in sixth and eighth grade. George further explained that the enrichment choices depended on FCAT testing results, in that if FCAT in a certain subject was not passed by a student, the rules required an additional course for that student in place of an enrichment course.

Jim made a motion to approve the enrollment materials, subject to grammatical and spelling edits. Monte seconded the motion and the motion unanimously passed.

Monte brought up a concern with bullying. Within the past two weeks, Monte received three reports of bullying. George responded that while he does not think that the school has a problem, he knows that bullying does take place and they respond and address it immediately. If they observe continuous or consistent actions, they schedule a bullying conference with parents. Mark Albanese, Dean of Students responded that the punishment for bullying is suspension. The problem is that kids who are victims of bullying often do not report it due to the belief that they feel it will get worse if they report it. There is an electronic bullying form that can be quickly and easily filed by any teacher observing any bullying behavior, and these forms are given priority. Al asked George and Mark how many incidents there were this year, and they were not sure of the number. Al also was wondering if there was any reporting system set up for the students. Mark responded that they may approach him or any staff member at any time, and the name of the student who is making the report is not released. In addition, he feels that the installation of the security cameras helps.

Al made a presentation on the end of the year raffle. Al suggested 300 tickets for \$100.00 each, with a \$10,000.00 first prize, a \$1500.00 second prize, and a \$500.00 third prize (or perhaps the timeshares as second and third prize or additional prizes), with a projected revenue of \$18,000.00. Al made the motion to approve the end of the year raffle, Jim seconded the motion, and it was approved unanimously.

Lisa reported that she had spoken to Dana Souza from Parks and Recreation and he was sending someone over to help us make the soccer field a proper field.

Debbie Michison made a presentation regarding next year's auction fundraiser, which is set for Saturday, November 15th with the theme of "inaugural ball." She is going to book it with the chamber to prevent conflicts and will work on it with Heidi Moss throughout the summer. She also stated that everything was set for the Battle of the Bands with set up coordinated with Roger Raymond, security coordinated, and three bands set to perform. She still had 25 VIP tickets left.

The meeting was adjourned.

Marco Island Charter Middle School
Executive Board Meeting Minutes
Wednesday, February 13th, 2008

The meeting was called to order and a quorum established.

Members present: Joe Hausauer, Monte Lazarus, Lisa Meurgue, William Morris, Jim Reinders, Jennifer Tenney

Also in attendance: George Abounader, Maria Hayden

Absent: Tarik Ayasun, Al Diaz

The minutes were unanimously approved.

Rob Popoff presented the upcoming fundraiser scheduled for March 1st, 2008: Battle of the Bands. The committee is aiming for up to 8 bands made up of children 17 and under. Right now they have 3 committed bands. The judges are celebrity judges. Already, Marriott has agreed to donate \$5,000.00. In addition they got a guitar donated which they will raffle off in a 50/50. Tickets will be sold at the door (maximum capacity 600). Finally, there will be an afterparty at Verginas with the celebrity judges for just adults. Verginas agreed to donate the food. 100 tickets will be sold for \$50/ticket, so that is another \$5,000.00 right there.

The Board looked over the flyer and Jennifer and Monte pointed out that the flyer did not indicate that the bands were made up of kids under 17. Otherwise, the logo was approved and the Board expressed their pleasure with the ad.

Jim pointed out that traffic, parking and security are an issue. George said that he already got Tommie Barfield to open up the gates to help with parking. Lisa Penzo is heading concession. Volunteers are being assigned to each band. Joe suggested the Police Foundation as volunteer security and traffic control. Joe and Rob will look into it. The Board requested that Rob make sure to coordinate with Roger Raymond regarding the use of the facilities.

The Board expressed their gratitude to Rob for planning such a great event.

Monte made the motion to approve the fundraiser, Jim seconded, and the Board voted unanimously to approve the fundraiser.

Nothing changed on the Treasurer Report since the last meeting.

Jim proposed we look at the Bylaws for the school and review them to remove any awkwardness or conflicts. Jennifer agreed to take on that project. George said he will let Jennifer know what his concerns are.

Jim also talked about concerns with seams in the soccer field that are an issue for safety and injuries. There is a car show coming up that may help roll down the sod. The grass may not be the correct kind and may need to be redone. George said he would talk to Dana Sousa about the field, but he would like for the school to have control of it.

George expressed concern with the January water bill. The amount indicates a leak. If George has a problem getting the city to deal with it, Monte suggested talking to Rony Joel about it.

Lisa expressed concern that the school as the location of the 8th grade party was voted down. The Board expressed their concerns with both liability (Jim will review the insurance policy to see if it would be covered) and logistics (school the next day, tear down, put up, etc.). Lisa stated that she did not believe logistics would be a problem and the school could be back to business the next day. The Board agreed to bring it up again for a revote at the next meeting.

George presented the draft enrollment packet.

George will be attending a meeting on February 21st to discuss the retention policy which may go into the packet. Retention policy concerns how to handle kids who have failed out more subjects than they can recover in summer school. They cannot repeat the same class with the same teacher, which conflicts with the way charter school is set up (one teacher per subject per grade). An alternative program could be costly. George will report back to the Board and we will discuss it after the February 21st meeting.

Monte expressed concern with the vague definition of public display of affection on the code of conduct and requested the addition of the word "physical."

George then presented on the issue of classroom size and how the requirements may affect next years enrollment. He presented the following chart:

Forecasting		2008-2009	CSRA
	Current		
6	128	? (approx. 90 from TBE)	110 or 132
7	138	128	132
8	125	138	132
Total	391	266	374 or 396

The problem if you have to think in groups of 22. If you have a class of 23, you have to hire a new teacher. It looks like for 6th grade, we will have to recruit. George expressed concern over where to recruit from and if we get too many, Marco kids may be left out because you cannot give preference.

The Board expressed concern over the 8th grade projection and the lack of space for 6 kids. We do not want to leave out people already attending the school.

Open enrollment starts February 29th and is open for 10 days until March 10th. If there are too many enrollments for slots, a lottery is used, then after open enrollment, it is first come, first serve.

Jim requested that we keep the numbers open until we see who is enrolled. The Board agreed to vote on the enrollment limits at the meeting after enrollment ends.

Jim motioned to approve the enrollment packet at the next meeting and to set the caps at the meeting after enrollment, Monte seconded the motion, and the vote was unanimous.

It was stressed that no transportation would be provided to students coming in from outside of Marco.

Joe requested changes to the Pledge Policy and early pay option. Jennifer and Bill requested the amount due if the money option is taken be more clear. Joe and George agreed to work together to rewrite the policy to make it clearer.

Lisa requested that a place for the parents to sign to approve the sending of the e-mails be added.

Jim requested that the title be changed to "Enrollment Application Package" because a student is not guaranteed to be in just because they enroll.

Jennifer expressed a concern she heard from Lely High School teachers that the books being read at the charter school were overlapping with what the teachers at Lely were forced to teach. George expressed that the books were chosen many times so they could cross-pollinate to other classes (ex. Animal Farm with learning about Marxism). Jennifer expressed that the teachers appreciated the level of literature, just requested that different books be used if possible. George said he would look into it.

The next meeting was set for February 27th, with the following meeting set for March 19th.

The meeting was adjourned.

Marco Island Charter Middle School
Executive Board Meeting Minutes
School Board Workshop/Meeting
Wednesday, January 30, 2008

The meeting was called to order and a quorum established.

Members present: Tarik Ayasun, Al Diaz, Joe Hausauer, Monte Lazarus, William Morris, Jim Reinders, Jennifer Tenney. Also in attendance: George Abounader, Maria Hayden.
Absent: Lisa Meurgue.

Jim Reinders began the workshop by summarizing his ideas for an endowment campaign. We need a goal, start date, term, and end date. Jim suggested a final goal of \$5,000,000.00 with smaller goals each year. If this goal were achieved, approximately \$250,000.00 in interest would be available each year. In addition, part of the discussion has to be on how to go about the campaign, for example, should a professional be hired? An endowment campaign would require the production of brochures and reports promoting the school and its accomplishments. Furthermore, committee size must be discussed. Jim suggested only one board member be on the committee to preserve confidentiality of potential donors. We should all start thinking about and putting together a list of potential donors.

Jim also presented a list of other potential fundraising sources to discuss at the workshop: Ongoing fundraisers, parent pledges, grants, funding from the City of Marco Island, funding from the school district (including getting reimbursed for the bleachers or getting an in kind investment in other sporting facilities), selling Track K, adult education classes, charging fees for use of the facility, and display of sponsorships at sporting events.

Going back to the endowment campaign, Monte Lazarus suggested a goal of 1 million per year for 5 years. Monte suggested talking to the organizers of the wine festival for advice and perhaps a contribution. Monte also agreed with pursuing grants and suggested hiring a grant writer.

Tarik Ayasun expressed his interest in pursuing the idea of hanging signs for sponsorships in the gym or other areas of the school. The school board had expressed that "naming" may not be available, but there is a difference between "naming" and "sponsored by" signs.

Al Diaz supported hiring someone to work on the endowment campaign. George Abounader explained his experience with hiring a professional fundraiser. In his experience it was very expensive and did not produce very good results.

Bill Morris worked on the YMCA brochure and suggested we could do at least that part on our own. Bill emphasized that one of the keys to getting contributions is to maintain contact with the donors and follow up with information and by inviting them to events.

Monte suggested that instead of hiring a professional fundraiser, we hire a retired or semi-retired fundraiser who is also a community member.

We talked about what entity to work the endowment under. We have an existing entity called Friends of Marco Island Charter Middle School Foundation, Inc. with 501(c)(3) status. Jennifer Tenney volunteered to research the existing entity and what is the proper entity framework for an endowment fund.

Jim volunteered to begin pulling past brochures and promotional literature regarding the school together.

Monte volunteered to begin talking to the fundraisers he knows to get some professional input.

Bill volunteered to look into potential tax deductions and will obtain the YMCA and Art League brochure to look at examples.

Tarik volunteered to look into signs as fundraisers.

A motion was passed to end the workshop and begin the regular meeting.

/ Bill Morris was inducted as a new board member.

A motion was passed to approve the minutes for the meeting of November 28, 2008.

Joe Hausauer made a Treasurer's Report. He and George expressed concern that the amount of students is less than the projected amount which means \$93,000.00 less in funding than we anticipated. In addition, we do not yet know whether the district will agree to pay raises for the teachers which may or may not be applied retroactively. The Charter School is under an agreement to mirror the school districts pay scale. In any case, at this point we are sound financially and on track to raise the amount necessary.

Joe passed around a draft letter to Parents reminding them of their pledges. Some changes were suggested including attaching the accountability statement with the balance due.

Organizing volunteering opportunities was discussed and it was suggested that perhaps a white board be set up at the drive up lane with opportunities, in addition to opportunities being published in the newsletter. 3 parents have agreed to coordinate the volunteers and we need to make sure there is an organized system to do so.

A raffle for 300 tickets, \$100.00 a ticket, with the winner winning \$10,000.00, and with timeshares as 2nd and 3rd prizes was proposed and voted on. Al made a motion to approve the fundraiser, Monte seconded the motion, and the motion was passed unanimously. The drawing was proposed to be on the last day of school.

Joe Jarrett, made a presentation on the travel club. The club currently has 39 students and will travel to Washington, D.C. with the students and 7 chaperones. Mr. Jarrett requested the board approve the club for next year with a plan to take the same trip next year, and then create a couple of more options in the future. Mr. Jarrett stated that Lisa Meurgue agreed to handle the fundraising again next year and Mr. Jarrett will agree to sponsor the club again. Tarik made a motion to approve the continuation of the Travel Club, Monte seconded the motion, and the motion passed unanimously.

Jim expressed his concern with skateboarders in the parking lot and the potential liability. After discussion, George agreed to post signs, but expressed his concern that enforcement would be a problem.

George explained that the promotion ceremony is scheduled for May 22nd, with May 29th as the last day for 6th and 7th graders. The location of the ceremony was discussed. Joe Hausauer moved to have the ceremony in the gym, Tarik seconded the motion, and the motion was unanimously passed. George expressed that Lisa requested we discuss having the dance following the promotion ceremony at the school. Everyone expressed concern with liability and the school has always disavowed connection with the dance in the past. Tarik made a motion that the dance would not be held at the school, Monte seconded the motion, and the motion unanimously passed.

At next meeting, we will be discussing classroom size due to the class size amendment and discussing how and which communities to open up the school to in order to gain more students. In addition, we will be discussing the cap for each grade.

A motion was passed to adjourn the meeting.