



NDHS BOARD OF DIRECTORS MEETING Minutes – January 28th, 2009

Members Present:

Deloris J. McMillon	Michael Magruder
Susan Crutchfield	Lawrence Shamsid-Deen
Carmen R. Torres	Christina Cafiero
Karen Butler-Miller	Ryan H. Adams
Lynn Sparrock	Jacqueline Grimm
Jonathan Harrell	Loomes Wheeler

The meeting opened at 7:30 a.m. in the office of attorney Michael Magruder, located at 203 S. Clyde Avenue, Kissimmee, Florida.

Deloris McMillon indicated that meetings will be recorded. She welcomed all present to the first Board Meeting for the year 2009 and opened the meeting with a prayer.

President moment: Deloris McMillon mentioned that she was excited about the opportunity to serve as the Chairman of the NDHS Board. She briefly mentioned the purpose of the board, which is to discuss business pertaining to the school, and endorse policies and ideas.

Old Business:

Governance Training Update: NDHS is in compliance with this training. Twelve board members completed the training. It was mentioned that Sonia Vazquez Esposito maintains a portfolio for each school and reports to the State accordingly.

EEOC Compliant Update: Karen Butler-Miller mentioned that she has not heard anything from EEOC. She provided a quick overview of the EEOC. An issue regarding the legality or possible conflict of interest was raised regarding whether Lawrence Shamsid-Deen (Larry) can be part of the Board if he has a pending worker's compensation claim against the Board. Lawrence Shamsid-Deen (Larry) indicated to the board members that if the board wants him off the board, to just let him know. Michael Macgruder indicated that he does not do worker compensation law. However, it was felt that whenever the board is discussing the EEOC complaint, Larry must recuse himself because it would constitute a conflict of interest for him not to do so. Karen Butler-Miller suggested that the Board check with the attorneys for the Osceola School District since NDHS has a contract with the district.

A motion was properly presented by Lynn Sparrock and seconded by Karen Butler-Miller to check into the legality of the conflict issues.

By Laws Committee Report: Carmen Torres presented a written report with findings and suggestions regarding the NSHS By-Laws. The written report is self-explanatory and is attached to these minutes. Deloris McMillon commended the By-Laws Committee members.

A motion was properly presented by Michael Magruder and seconded by Carmen Torres to call for a meeting to review and discuss the By-Law Committee recommendations on the NDHS By-Laws. A date was set for Wednesday, February 18th, 2009 at 7:30 am at the office of Michael Magruder. Instructions were given to send copies of the proposed By –Laws by e-mail prior to the February 18th meeting. In addition, copies of the final draft of the proposed By-Laws are to be sent to all board members no later than February 22nd, 2009 in order for the board to vote at their annual meeting on March 22nd, 2009.

New Business:

Budget: Jacqueline Grimm indicated that the original budget was submitted and approved by the board. She provided a copy of the Amended NDHS Budget for board approval and proceeded to explain changes. She indicated that cuts and adjustments on the budget needed immediate attention. A copy of the budget is attached to these minutes and all changes are highlighted in yellow. It was mentioned that the next few years are going to be hard due to budget cuts at the state level and the economy in general. One major change in the budget was the elimination of the full time janitor position. However, it was mentioned that teachers and the students have taken on the janitorial responsibilities of each classroom in a collaborative effort to assist the school. A big applause to them!

Lawrence Shamsid-Deen (Larry) kindly requested that a copy of the materials that would be presented at the board meeting be provided prior to the meetings, particularly budget issues. Michael Magruder indicated that the board may need to establish a budget committee.

A motion was properly made by Michael Magruder and seconded by Carmen Torres to accept the Amended Budget as presented. Deloris McMillon requested for Loomes Wheller to chair the Budget Committee and to meet prior to the next annual meeting.

Out-of-Field Report: A copy of the Out-of Field Report was presented to the board as required. Three teachers are out of their field, however, the teachers are working to meet compliance.

A motion was properly made by Karen Butler-Miller and seconded by Carmen Torres to accept the Out-of-Field Report.

School Recognitions:

Sports: Ryan H. Adams provided an update on basketball. The basketball team is winning this season. They are part of the 3rd District Tournament and if they win they will be going for the championship. The Girls Tennis Team has 15 girls on the team. The Team is part of the District which includes Polk County. Thank you to the teams for their outstanding representation!

Graduation Rates: The graduation rates for NDHS is at 84% which is very good compared with the District. It used to be 89%, but dropped to 84% because some students did not pass the FCAT. The NDHS graduation rates are higher than the State's by 10%. Way to go NDHS!

Law Students Program: The Law Students Program is competing at the Constitution Law Competition which will take place before a panel of Supreme Court Judges. The students in this program won the District Competition. The students raised their own monies to attend this competition. The number of students is 12, plus 1 teacher. The News Gazette may write a story about them. Thank you students for your commitment and hard work!

Reading Leadership Team: The NDHS Reading Leadership Team won the District Reading Leadership of the year award. This is the first time a Charter School wins. The Team will be representing the District. Thank you Team for a great achievement!

Board Membership Criteria/Application Process:

Karen Butler-Miller indicated that Lawrence Shamsid-Deen(Larry) and her have worked in developing an application for membership purposes. It was mentioned that perhaps, in addition to the application, a biography of the applicant and a letter of recommendation of the person nominating the candidate accompany the application. Deloris J. McMillon suggested a minimum of 3 letters of recommendation. Karen Butler-Miller and Lawrence Shamsid-Deen(Larry) will work together and submit to the board their recommendations.

Dates to Remember:

1. DE Test (CPT) – College Test for Valencia for Dual Enrollment took place last Thursday. Thirty five (35) students want to enroll.
2. Florida Writes test will take place on 2/10/09.
3. The FCAT will take place on 3/10/09; 03/11/09 & 03/12/09.
4. Graduation will take place on 06/04/09 @ 7:00 p.m. at the New Jerusalem Church located at Old Pleasant Hill Rd.
5. SAC – The School Advisory Council will meet on the following dates:
02/06/09; 03/03/09; 05/01/09; & 06/05/09

Announcements:

Teen Summit: This year the Teen Summit will take place on May 7th, 2009 at the Osceola Heritage Park. Twenty students from every school will be in attendance.

A thank you card from Karen Butler-Miller was presented and read. Karen expressed her sincere gratitude to all present for their support and encouragement during her heart surgery.

For the Good of Order:

Deloris McMillon reminded all members of the next quarterly meeting on April 22nd, 2009. All committee members are to meet no later than the first week of March and submit a report at the next Board Meeting.

The Board Meeting minutes for November 19th, 2008 were reviewed by the members. It was properly motioned by Susan Crutchfield and seconded by Lynn Sparrock to accept the board minutes from November 19th, 2008 as presented.

Jacqueline Grimm provided a copy of the NDHS Board Members. A copy is attached to these minutes.

The meeting was adjourned at 8:55 a.m.

Action Items:

Who	Does What	By When	Status
All members	To review the recommendations of the By-Laws Committee and strive to be present at the February 19 th , 2009 meeting regarding said issue.	2/18/09	Completed
Carmen Torres and/or Jacqueline Grimm	To send a reminder of the meeting set for 2/18/09 & 4/22/09.	01/16/09	Completed
All Members	To review minutes from 01/18/09 & 2/18/09 prior to or by the next meeting, on 3/22/09.	3/22/09	Pending
Carmen Torres	To provide a copy of the proposed changes to the NDHS By-Laws to all members no later than March 22 nd , 2009.	3/22/09	Completed
All Committee Members	To meet no later than the first week of March/09 and provide a report at the next board meeting in April 22 nd , 2009.	Report due on 04/22/09	Pending