

**DRAFT**

**MINUTES**

Treasure Coast University School, Inc. Advisory Board Meeting

Friday, October 8, 2010

3:00-4:30 PM

Palm Pointe Educational Research School @ Tradition

**I. Call to Order/ Approval of Agenda** Ms Deborah Hawley, Chair

Call to order made by Ms Deborah Hawley at 3:10 PM.

**Motion-** Motion made to approve agenda by Ms. Sandy Wolfe

**Second-** Seconded by Dr. Valerie Bristor

**Unanimous Approval**

**II. Welcome** Ms Deborah Hawley, Chair

Board members present:

Ms. Deborah Hawley, St. Lucie Business/Citizen Representative, Chair

Dr. Valerie Bristor, Florida Atlantic University, Dean & Professor, CEO

Ms. Sandy Wolfe, St Lucie County School District, Deputy Superintendent

Mr. Glen Thomas, Florida Atlantic University, Asst. Dean, PK-12 Schools & Programs:

CEO,TCUS

Dr. Eliah Watlington, Florida Atlantic University, Associate Dean

Board Members not present:

Dr. Jack Scott, Florida Atlantic University, Professor, CEO

Mr. Joe Smith, St. Lucie County, Clerk of Court

Others who were present:

Ms. Debra Snyder, Principal, Palm Pointe Educational Research School @ Tradition

Ms. D’Jion Jackson, Assistant Principal, Palm Pointe Educational Research School @ Tradition

Ms. Kathleen Perez, Assistant Principal, Palm Pointe Educational Research School @ Tradition

Mr. Max Kernick, Parent, Palm Pointe Educational Research School @ Tradition

Ms. Tonya Wyandon, Parent, Palm Pointe Educational Research School @ Tradition

**III. Introductions** Ms Deborah Hawley, Chair

None

**IV. Approval of Minutes** Ms Deborah Hawley, Chair

**Motion-** Motion made by Dr Valerie Bristor to approve the minutes

**Second-** Seconded by Ms. Sandy Wolfe

**Unanimous Approval**

**V. Recognitions and Award**

Ms Deborah Hawley, Chair

1. Ms. Deborah Hawley shared with the board that there is \$109,000 coming to the school from A+ Money for Palm Pointe remaining an A school for the 2009-2010 school year.
2. There was discussion of how well the FIAT program has worked with Palm Pointe and Florida Atlantic University. Freshman and Sophomore students from FAU are completing student teaching experiences at Palm Pointe. PNC Bank has given a \$20,000 gift for three schools in St. Lucie County- Lakewood Park, Harbor Branch, and Palm Pointe. The board may want to recognize PNC for their generous gift.

**VI. Reports**

**a. Principal's Report**

Ms. Debra Snyder, Principal

1. School Improvement Goals were presented by Palm Pointe staff members:
  - a. Reading –Alison Yano
  - b. Math- Jean Svet
  - c. Science- Peggy Radtke and Kathleen Foster
  - d. Writing- Kris Wright and Virginia Mihajlovski
  - e. RTI/Lowest 25<sup>th</sup>- Kathleen Melrose
2. Ms. D’Jion Jackson reviewed Pre-Benchmark results and comparisons
3. Ms. Kathleen Perez reviewed some of the faculty professional development that is occurring within the first quarter of the school year
4. Ms. Debra Snyder reviewed Parent Involvement Activities and School Class Size Average updates

**b. CEO's Report**

Mr. Glenn Thomas. CEO

1. Mr. Glenn Thomas discussed the need for a letter to be drafted to go to the parents in both schools. The letter should include that FAU district is in need of improvement, both schools are rated as an A, and one school not making AYP. It should also be noted that every district in the state of Florida is under sanction for needing some type of corrective action.

**VII. Action Items**

Ms Deborah Hawley, Chair

1. Ms. Debra Snyder and the Administrative team recommended two parents to join the board; Ms. Tonya Wyandon and Mr. Max Kernick. Ms. Wyandon introduced herself and thanked the board for the opportunity.

**Motion-** A motion was made by Ms. Deborah Hawley for both parents to join the board

**Second-** Seconded by Dr. Eliah Watlington

**Unanimous Approval**

2. Ms. Deborah Hawley made a recommendation to maintain school wide class size average for this year after revisiting discussion from the principal's report.

**Motion-** A motion was made by Ms. Deborah Hawley to maintain school wide class size average

**Second-** Seconded by Ms. Sandy Wolfe  
**Unanimous Approval**

**VIII. Discussion Items**

Ms Deborah Hawley, Chair

1. Ms. Deborah Hawley as chair of the governing board, will request a meeting with Mr Lannon, Mr. Harrel, and Ms Sandy Wolfe to come up with an agreement. The governing board can make decision about anything from needing a purchase order to staffing placements. FAU can retain 5% of FTE for the first 250 students. It was suggested that St. Lucie County retain 3% of FTE for the first 250 students for reimbursement for services provided from St. Lucie County staff to Palm Pointe. Any hiring freezes, purchase order freezes, etc... affecting St. Lucie County schools will not affect Palm Pointe. This discussion was tabled to the next meeting. Mr. Tim Bargeron will be asked to attend the next meeting.
2. Ms. Deborah Hawley discussed needing a year to date on where we are for every single grant and budget inclusive of roll over funds. Starting with the 2010-2011 school year, we are requesting a month by month accounting of school funds.
3. Expenditure report and monthly budget will be sent to Mr. Glenn Thomas to match up the budget.
4. \$900,000 in transportation dollars were billed to Palm Pointe for transportation purposes. A formula is needed to define transportation costs to be shared/fronted by the TCUS Governing Board. Reserve cost should be calculated into cost (2009-2010) (2010-2011) accounting. The number of students using transportation is needed for this year (operating budget) and 2009-2010 (reserve budget).
5. A budget meeting is requested for the November meeting.

**IX. Old Business**

Ms Deborah Hawley, Chair

None

**X. Public Comment**

Ms Deborah Hawley, Chair

None

**XI. Announcements, Communications, Board Comments** Ms Deborah Hawley, Chair

The new president of Florida Atlantic University will be visiting the north campus on October 27, 2010 from 3:00-3:30PM. The Treasure Coast campus will be hosting a research themed Carnival combined with Homecoming Week.

High School proposal will be presented to the board at the next meeting for consideration. A parent will be invited to the next meeting as a scheduled speaker. Kim Kaplan will hear proposal at the next meeting.

**XII. Adjournment**

Ms. Deborah Hawley, Chair

Chairperson Deborah Hawley adjourned meeting at 5:00 PM.