

Back to Basics Charter School Foundation, Inc.  
Board of Directors Meeting  
Wednesday, March 9, 2011  
Minutes

**APPROVED AT THE APRIL 13, 2011 BOARD MEETING**

**In attendance:** Mr. Robert Negron, Ms. Lynne Volpe, Steve Shivers, Ph.D., Mr. Gil Schisler, Ms. Alba Mas, Mrs. Nancy Hutson, Gary Hocevar, Lew Kirk, Ph.D., Mrs. Carol Hines-Cobb and Mr. Jeffrey Huggins

**Excused Absence:** Mr. Stan Mykita

1. **Call to Order:** Mrs. Hutson called the meeting to order at 6PM.

*(The meeting was suspended so that board members could proceed to classrooms to attend student presentations from Mrs. Lane's technology class and Mr. Fernandez's science and technology club ROV demonstration.*

*Upon return, students who competed in the recent MathCounts competition were given certificates and recognized by Mr. Conover, Mrs. Hutson and the board for their accomplishments).*

2. **Approval of the February 9 Board Minutes** – Mrs Hutson requested a motion to approve the minutes from the February 9, 2011 board meeting. Mr. Schisler motioned; Ms. Mas seconded. There was no discussion and the board voted unanimously to approve the minutes as written.
3. **Treasurer's Report** – Mr. Schisler (see attached)
4. **Principal's Report** – Gary Hocevar
  - Mrs. Bennett spoke briefly about Florida Writes, a state mandated test required of all 8<sup>th</sup> grade students, and TCMS Writes, which is administered to TCMS students in 6<sup>th</sup> and 7<sup>th</sup> grade in preparation for the test they will have to take as 8<sup>th</sup> grade students. Mrs. Bennett shared with the board that she felt the students did well on both tests.

Mr. Hocevar then recognized Mrs. Shaw, who did an excellent job in her first experience as testing coordinator for TCMS.

  - Mr. Hocevar then mentioned an article regarding technology in education that he had copied and distributed to the board members. He asked Ms. Long to demonstrate the Nook, an e-reader, which has been purchased for use by students in the media center. A total of 50 have been purchased and novels will be downloaded into each one. Students will be able to "check out" the Nooks for a total of 5 days.

Mr. Hocevar then discussed that he was exploring a pilot program for giving each 8<sup>th</sup> grade student an e-reader next year which will be more cost effective than purchasing the novels that each student will need for language arts. Eventually, textbooks could be downloaded in the e-readers as well.

- A new charter school, to be located in Temple Terrace, will open in fall of 2011. The school is run by Charter Schools USA which is an ESP (Education Service Provider), a for-profit organization that has hundreds of charter schools throughout the country. Their net profit for the state of Florida alone is \$7.7 million dollars. The ESP is opening another school in Riverview as well as one in the western portion of Hillsborough County, and they are targeting student populations similar to those at TCMS.

Woodmont Charter School (in Temple Terrace) will have space for 1,135 students and Mr. Hocevar has been informed that they already have 500 students who have applied. Their students are being accepted on a first come; first served basis.

TCMS will be exploring new ways to market the school in light of this development.

- The board was asked to approve the calendar for the 2011-2012 calendar by Mr. Hocevar. It is similar to the current year's as the school district will probably not revise it's calendar for next year. In the event that it does, Mr. Hocevar will notify the board. Mrs. Hutson asked for a motion to approve the calendar; Mr. Schisler motioned; Ms. Mas seconded. There was no discussion, and the board voted unanimously to approve the calendar for the 2011-2012 school year.

5. **Faculty Report** – Mr. Negron (see attached)

6. **PRA Report** – Prior to the report, Mr. Hocevar introduced Mrs. Rachel Young as the new PRA Board president. Mrs. Young volunteered for the position to fill the void left by Mrs. Whitten's resignation. Mrs. Young proceeded to give the PRA report in Mr. Mykita's absence (see attached).

7. **Committee Reports**

- **Finance and Development** – Mr. Schisler stated that the committee did not meet this month.
- **Governance** – Dr. Kirk also reported that the committee did not meet. Mrs. Hutson stated that board secretary, Mrs. Zebos, had resigned and that the position would be posted. The board is seeking someone who would add diversity to the board and that had strong grant-writing skills. Mr. Huggins will serve as the interim secretary.
- **Academics and Standards** – Ms. Volpe reported that the committee is currently working on creating teacher evaluation instruments due to the change in criteria for tying student performance to teacher pay. There is a possibility that there may be three separate instruments which will look at the teacher as a whole.
- **Building** – there was no report.

8. **New Business** –none

9. **Old Business** – none

10. **Public Comment** – none

11. **Adjournment** – Mrs. Hutson asked for a motion to adjourn the meeting; Mr. Schisler motioned; seconded by Ms. Mas and the meeting was adjourned at 7:12PM.

Minutes taken by Helen Ratcliffe

Minutes respectfully submitted by Jeffrey Huggins, interim Board Secretary

**Back to Basics Charter School Foundation, Inc.  
Terrace Community Middle School  
Finance Committee**

To: BTBCSF Board Members & Finance Committee  
From: Gil Schisler, Treasurer  
Date: 03/02/11  
RE: February 2011 YTD Operating Results

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These results; as outlined in this report are based on unaudited financial data, and as such is to be used for informational purposes for management only and is not intended to convey Foundation financial data to the public.

**Revenues:**

YTD revenue total \$3,160k which is favorable to the budget of \$ 3,141k by ~ \$120k. Of this State FTEs, Capital and A-Plus monies accounted for \$ 2,780k or 87.9% of the total revenue. The balance is the result of student activity fees, grants, donations and interest earnings. The mix of state revenues and other sources should remain stable for the balance of the year at about 85%.

Overall revenue projections are on track and are expected to stay so.

**Expenses:**

YTD total spending ended up at \$ 2,869k which was slightly favorable to the operating plan of \$ 2,907k , approx 38k favorable.

**Net Asset Changes:**

Net asset changes are favorable both as an actual number as well as to the plan at \$290.9k v the plan of \$132.9k ending up \$157.9k ahead of plan.

**Cash Balances:**

Cash balances and working capital liquidity increased by \$4k to \$1,664k MOM. Of the total balance \$1,050k is encumbered by the bonds and associated mortgages. The balance of \$615k is available for current and future foundation needs. .

The next bond interest payment of \$ 160k is scheduled for May 2011 with the next principle payment of \$ 95,000 due in May 2011. These are all covered in the encumbered funds balances and are funded monthly with our "mortgage" payment.

Respectfully submitted,

Gil Schisler

**Faculty Report to the Board  
Terrace Community Middle School  
March 9, 2011**

- Mrs. Lane's Emerging Technology in Business 3 Presentations – Roller Coasters
- Mr. Fernandez: MATE: "Marine Advanced Technologies Education" presentation
- CRISS Training Follow-up with USF
- Athletics
  - Flag Football underway
- HR Push for Auction item and ticket sales
- TCMS Writes success
- Purchase of 50 Nooks
  - Barnes and Noble Nook training 3/10/11