

# FAMU DRS School Board Meeting

## Minutes

March 17, 2011

**Meeting was called to order at 6:04 p.m. by Mr. Terry Watson, Board Chair**

**Attendance: Mr. Terry Watson, Dr. Gennifer Bell, Mr. Bill Johnson, Dr. Warren Hope, Mr. Samuel Houston, Mr. Jerrell Lowery, and Dr. Tony Manson**

- I. Welcome and Introductions: Mr. Terry Watson, Board Chair, opened up the meeting and allowed for introductions for those that were present
- II. Meeting minutes tabled – quorum not met.
  - a. All meeting minutes are caught up. If you are missing any minutes please let Ms. West know.
- III. Administrative Update
  - a. School Improvement Update –
    - i. Mr. Johnson - the Advisory Council met last Thursday with a quorum and approved the School Improvement Plan (SIP).
    - ii. Mr. Watson will have Mrs. West email a copy of the final plan to all board members. He also asked when should we begin working on the plan for next year? We would like to keep the timeline of the School Improvement Plan on track because the S.A.C. is driven by the SIP.
    - iii. Mr. Johnson – The creation of the plan begins in the summer when teachers and the administration can come together and plan.
  - b. Race To The Top (RTTT)- Dr. Roberts
    - i. Dr. Roberts – revised plan has been submitted. At this time we have not received a response.
      1. Ms . West and Dr. Roberts attended separate teacher evaluation trainings. There will be several follow-up work sessions to help meet May 1 teacher deadline and June 1 Principal deadline. Dr. Roberts suggested that members of the evaluation systems committee attend the upcoming workshops.
      2. The “Marzano Art and Science of Teacher Teaching Evaluation Model” was passed out for review. This is the model that the state is encouraging schools to adopt however it is not mandated.
      3. Two committees are needed: the Evaluation System committee and the STEM committee. These committees will need to be created directly after spring break because the Evaluation System is due in June.
      4. Mrs. West has funds available for faculty to attend RTTT training that will be scheduled in June.

- ii. Mr. Johnson – Legislation has currently moved a bill that ties in with the evaluation system which states 50% of the teacher evaluation will be driven by student gains and 50% by other areas. It is critical for the board to jump on now. Succession in the RTTT application means more money for the school.
- iii. Mr. Watson – Does the bill mandate a certain type of tool?
  - a. Mr. Johnson – No
- iv. Mr. Johnson – Congratulated Dr. Roberts and Mrs. West for their forward thinking in the evaluation system training.
- v. Dr. Roberts – 4<sup>th</sup> – 10<sup>th</sup> grade Reading and Math will count in the evaluation next year other areas will be phased in. The evaluation system is due June 1. The Evaluations committee needs to meet after Spring Break.
- vi. Dr. Bell – I assume policy issues and the final evaluation system will need to come back to the board for review?
  - 1. Dr. Roberts – Yes, and Administration will be represented on the Evaluation System committee. RTTT has strict guidelines for who needs to be seated on the committee.
- vii. Dr. Roberts – to ensure successful completion of the RTTT office hours have been established for Tuesdays and Thursdays from 3pm to 5pm.
- c. SAC Accreditation Update – Mr. Johnson
- d. All committees established, active, and have completed most of the work. S.A.C coach met with Administration to review where we are at this point.
- e. FCAT Preparation- Mr. Johnson
  - i. Saturday Academy meets from 9am to 11am. Staff is available during this time. The writing sessions have concluded and now we are working on the Science portion. Last year there was a 14% gains in this area.
- f. Uniforms – Ms. West
  - i. Students are not wearing the school uniform. Khaki pants and orange polo shirt has been suggested for the students.
  - ii. Mr. Watson – suggested to table and have someone come to speak on it.
  - iii. Mr. Johnson- only aware of the inconsistency of students wearing uniforms. Florida High would dismiss students for not wearing uniforms.
  - iv. Mr. Watson – Do student uniforms have logos or do they just wear the colors?
  - v. Mr. Johnson – Just the colors.
    - 1. Faculty and staff consistency in uniform is another issue. When staff does not follow through with the proper protocol becomes a problem.
  - vi. Mr. Jerrell Lowery—get the students buy-in by allowing them to design their uniform, however money may be an issue.
  - vii. Mr. Johnson—Thanked Mr. Lowery for delivering a clinic sick bed to the school.
- g. Cafeteria – Mr. Johnson
  - i. The cafeteria has not been productive. Department has been looking at cutting FAMU DRS from Federal funding due to incompetency in cafeteria management. A consultant was brought in to get files in order and discovered the computer

for the manager was not connected with the states system. There needs to be a change in the menu prices, fees need to be increased, and FDA requirements for a balanced meal should be reviewed and implemented.

- ii. Mr. Lowery – who has the ultimate decision to advertise the position?
  - 1. Mr. Johnson—Superintendent and Dean
  - 2. Do we wait on the Dean?
  - 3. Dr. Bell—we will wait on the new Administration
  - 4. Mr. Houston—will FDA come down on us in between time?
  - 5. Mr. Watson—we will take Dr. Bells stands on this and wait until the new Administration comes in.
- h. Superintendent Committee- Mr. Watson
  - i. Mr. Watson-- the committee has completed two (2) weeks of telephone interviews. We will have face to face interviews during the last week of March and first week of April. The provost recommendations first week of April.
    - 1. Mr. Houston—will candidates be public?
    - 2. Mr. Watson—yes, however we’ve been asked not to talk about the candidates until we send the list to the Provost.
  - ii. Mr. Watson—would like to develop a transitional team for the new Superintendent. The team should guide leadership in the operations of the school.
    - 1. Dr. Hope—should have individuals who do not have agendas. The team should be chosen lightly.
    - 2. Mr. Watson—what was the dynamic of Ammons’ team?
      - a. Mr. Johnson—President had been at the institution prior so he knew the personnel there. He selected individuals who were not in his corner. People with institutional history (Mr. Houston and Mr. Jones) individuals with budget knowledge, understand personnel, Ms. West has valuable understanding in grants, and the group should be small.
    - 3. Mr. Watson—Can Dr. Bell and Mr. Johnson help put those thoughts on paper?
      - a. Dr. Bell—we have asked Mr. Johnson to provide a lay of the land in documentation for the new Administration.
- i. Athletic Field-- Mr. Houston
  - i. Project adjacent to Wahnish Way is almost complete. Will have the baseball and softball fields completed in 2 weeks. The expected completion date should be before the next board meeting. Tennis court and outside basketball courts may be included due to available funds.
    - 1. Mr. – Who will have to pay for maintenance?
      - a. Mr. Houston—FAMU DRS
    - 2. Mr. Johnson—can games be hosted in the upcoming season?
      - a. Mr. Houston—no, we do not have lights for the game

3. Mr. Watson—What would it cost to put up lights? This would help to get local businesses to fund the lights?
  - a. Mr. Houston—recommends Mr. Watson initiate this process do to conflict of interest. We must make sure enough income is generated to maintain the fields.
4. Mr. Houston—Mr. Ammons mandated a SMART classroom implementation for all classrooms. FAMU can purchase the lawn more but DRS will need to maintain it.
5. Dr. Bell—projections to maintain the field?
  - a. Mr. Johnson—unknown at this time
6. Mr. Johnson—we do not have lockers for secondary school. Will we be in compliance with space for lockers in the building?
  - a. Mr. Houston—I will need to look at that. Previous Administration did not want lockers.
7. Mr. Johnson—what percentage of FTE would we need for new construction?
  - a. Mr. Houston—5% of construction cost. I have gone up to 8% depending on the need of the building.
8. Board Comments—
  - a. Boys and Girls basketball teams went to the Final Four. Commissioner Proctor will host a celebration at the fairgrounds from 4-7pm.
  - b. Mr. Watson—please ensure recognitions be sent to the Board members in email.
  - c. Friday April 8, 1:30pm School wide FCAT Rally
  - d. Saturday April 23 Royal Court appreciation banquet. Formal invitation will go out.

j. Public Comments: None

Meeting adjourned @ 7:48 p.m.