

NDHS Board of Directors Special Workshop
203 South Clyde Avenue, Kissimmee, FL 34741

Description	Those present were Chairperson Karen Butler-Miller; Dr. Jackie Grimm Founding Board Member; Dr. Tina Cafiero Founding Board Member; Larry Shamsid-Deen Founding Board member; Board Members Lynn Sparrock, Tommy Tate, Jonathan Herrell, and Carmen Torres; Ryan Adams faculty representative. Mr. Mike Magruder Board Member was not present.		
Date	07/12/2008	Location	203 S. Clyde Avenue
Time	Item	Minutes	
8:40PM	CALL TO ORDER	Chairman Karen Butler-Miller called meeting to order.	
	OPEN FOR COMMENT	Mrs. Karen Butler-Miller announced that she will be leaving Board due to move to Tallahassee. She will be the Assistant Director of Youth and Family Services beginning August 2008. She did not announce a date for her resignation to the Board.	
	BUDGET	<p>Dr. Grimm presented the budgets to the Board. One budget presented with a projection of 307 students and the other for 310 students.</p> <p>The Social Services Coordinator's position has not been filled. This position would require a flex-schedule to accommodate the Second Chance Academy.</p> <p>If NDHS reaches an enrollment of 310, a teacher would have to be hired for an extra period.</p> <p>There is no money for substitutes this year. We will have our office assistant fill in when she can when a teacher is absent.</p> <p>Both budgets included a budget for the Second Chance Academy.</p> <p>Mrs. Butler-Miller indicated that the news press has published several very good articles. She indicated that we are in the top 10 schools in Central Florida for our graduation rate and in the top 10 for gains in our FCAT scores.</p> <p>Mrs. Butler-Miller motioned to approve the budgets. Motion was made, seconded and carried. Budget was approved with unanimous vote.</p>	
	STUDENT ENROLLMENT PROJECTION AND CURRENT STATUS	Dr. Cafiero indicated that we currently have 289 students already enrolled with 20 students who are waiting for completed applications.	

<p>NDHS FCAT/SCHOOL GRADE REPORT</p>	<p>Dr. Cafiero indicated that gains in all areas were made except in lower quartile of students.</p> <p>A school-wide effort is being put into place to address the bottom quartile. This plan will also focus on students who are ESOL.</p> <p>Dr. Cafiero and Dr. Grimm indicated that suggestions came from teachers and outside sources to help monitor students. This will be incorporated into the Lesson Plans that teachers submit weekly.</p> <p>Mr. Tommy Tate suggested giving students a simulated FCAT exam to see where student progress is being made. Dr. Cafiero indicated that we will be doing mini assessments and will be giving the data to all teacher in order for them to see student progress.</p>
<p>FCAT COMPLAINT INVESTIGATION</p>	<p>Guest was present. Mrs. Butler-Miller asked for everyone to introduce themselves.</p> <p>Mrs. Butler Miller asked that Dr. Cafiero, Dr. Grimm, and Mr. Shamsid-Deen remain present as only employees and not Board members for this discussion.</p> <p>Mrs. Butler-Miller gave background on investigation Mr. Shamsid-Deen brought against the Directors of NDHS.</p> <p>Mrs. Butler-Miller indicated that she spoke with numerous persons including Superintendent Blaine Muse, Sonia Esposito. She spoke to them in reference to allegations and policies and procedures. At that time, Board members were notified of allegations of FCAT and retaliation issues brought forward by Mr. Shamsid-Deen. (Mrs. Butler-Miller pointed out that at that time, Mr. Jonathan Herrell was not a Board Member.)</p> <p>Mrs. Lynn Sparrock conducted the investigation along with Mrs. Karen Butler-Miller. Mrs. Sparrock determined there were no improprieties. In addition, Mrs. Butler-Miller interviewed the three employees involved. She asked each employee (Dr. Cafiero, Dr. Grimm, & Mr. Shamsid-Deen) if ONE student would affect the outcome of the FCAT.</p> <p>Mrs. Butler-Miller handed out to the Board a copy of the draft of the report that she compiled.</p> <p>Mrs. Butler-Miller indicated that there seemed to be a</p>

		<p>question of policy by Mr. Shamsid-Deen as to who makes decisions at the school.</p> <p>Mrs. Butler-Miller indicated that procedures were consistent throughout the year. The two Directors have the right to withdraw out-of-zone students based on school policy as signed by parents and students in student enrollment forms.</p> <p>Mrs. Butler-Miller stated that the investigation concluded that there were no improprieties. She reported that her final written report would be completed upon her return from vacation.</p>
9:50AM		<p>Mr. Herrell and Mrs. Torres had to excuse the meeting and departed.</p>
	RETALIATION ISSUE INVESTIGATION – CONTINUED	<p>Mr. Shamsid-Deen had question in reference to retaliation issue.</p> <p>Mrs. Butler-Miller explained the atmosphere of retaliation. She indicated that Mr. Shamsid-Deen had issues with the attendance and leave. She requested that Mr. Tate interview Mr. Shamsid-Deen in reference to his attendance.</p>
	EMPLOYEE FALSIFICATION OF RECORDS INVESTIGATION	<p>Mrs. Butler-Miller gave background on this complaint. Mr. Shamsid-Deen’s Employment Reference Forms were all written in the same handwriting according to the handwriting expert. Employee Relation’s Manager for Osceola County School District was contacted for guidance on policies and procedures on such matters. Mr. Shamsid-Deen was placed on suspension with pay during the investigation. Mr. Shamsid-Deen is retired at this time (June 30, 2008).</p> <p>Mr. Shamsid-Deen questioned Mrs. Butler-Miller in reference to policies and dates of investigation.</p> <p>Mrs. Butler-Miller indicated that all appropriate procedures had been followed in a fair and consistent manner.</p>
	EEOC COMPLAINT	<p>Mrs. Butler-Miller gave a summary of the complaint.</p> <p>Dr. Grimm gave an update with conversations with Latoya Allen, liaison for the EEOC and parties.</p> <p>Mrs. Butler-Miller will request a copy of the procedures from EEOC.</p> <p>Mrs. Butler-Miller asked Board to hold off on any decisions in reference to the negotiations of a settlement</p>

		until she had an opportunity to discuss matters with Ms. Allen. Mrs. Butler-Miller indicated that she has never been contacted by EEOC.
10:30AM		At this time, Mrs. Butler-Miller was not made aware that Mr. Shamsid-Deen and guest were taping the meeting. She requested that they turn off the tape players since they did not raise the issue earlier and make the Board aware that they were taping the Special Board Workshop.
	EEOC COMPLAINT CONTINUED	Mrs. Butler-Miller asked Board if she could contact EEOC since Dr. Grimm and Dr. Cafiero have been the only ones contacted. Mrs. Butler-Miller asked Dr. Grimm and Dr. Cafiero defer all phone calls from EEOC to her.
	MINUTES	Mrs. Sparrock motioned to accept the minutes from the May 27, 2008 meeting. The motion was seconded and carried to accept the minutes.
	SUMMARY	Mrs. Butler-Miller gave the Board a re-cap of all discussed topics. She indicated that her final copy of her written reports will be submitted as soon as possible. Mrs. Butler-Miller indicated that she will remain on the Board and will notify the Board when she will resign.
10:40AM		Mr. Tommy Tate excused himself since he had to leave.
	OTHER ISSUES	Dr. Cafiero and Dr. Grimm presented the Administrative Assessment of Goals to Mr. Tate. Dr. Cafiero asked Mr. Shamsid-Deen to turn in his Assessment of Goals if he had not already turned them in to Mr. Tate. Dr. Cafiero asked Mrs. Butler-Miller to sign contracts of Leslie Dubin, Jennifer Stefaniak, and Juan Esponosa-Rijos, recent hires.
10:45AM	ADJOURNMENT	Motion was made to adjourn the meeting. Motion was seconded and approved. Meeting was adjourned.