



## **UCP of Central Florida**

### **UCP of Central Florida Charter School Board of Directors Meeting January 14, 2016 – Minutes**

#### **Charter Board Members In attendance:**

Dee Sperling, Barnett Chernow, Beth Schmude, Carolina Gil, Angela Alban, Yanette Sullivan, Carla Holoman, Joanne McComack and Sean Lyles.

#### **Staff in Attendance:**

Ilene Wilkins, Steve Judy, Melissa Buffa, Stacey Ricketts, Marife Gomez, Marilyn Martinez, Ana Useche, Thomas Brickel, Bonnie Olinto, Amanda Ferrazzoli, Doris Lawson.

#### **Guest in Attendance:**

Karen Dunne

1. Meeting was called to order at 6:09 pm
  - a. Introductions were made for all present.
2. Approval of prior meeting's minutes
  - a. Motion by Joanne McComack, seconded by Ben Chernow. Motion passed.
3. Upcoming Agency Events
  - a. Friday, March 11, 2016 - Poker at the Palace
  - b. Saturday, March 12, 2016 – UCP Gala Event

Gala's Theme is "Passport to Possibilities". This year's event will be emceed by Cheryl Hines and Rachael Harris.
4. Updates/Discussion
  - a. Staffing Updates – Agency Wide – We have hired a new Campus Business Manager for the Pine Hills Campus and TLA, her name is Sherilyn Jordan. A new Director of Family & Child Services has been hired and her name is Vanessa Claros.
  - b. General - Charter School Budgets/Financials – The budget format has been updated for easier reading. Matrix numbers were explained and the impact of high matrix in FTE count and also the impact on not-attendance during FTE count. UCP budget starts with 0 (zero) then is based on projected enrollment. Dr. Wilkins talked about different situations that impact our schools enrollment numbers and budget, for

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example families moving out in the middle of the school year. The current competition in educational facilities is also a factor to our enrollment. UCP has implemented new marketing strategies supported by our Senior Director of Marketing, Jim Williams, including advertising to local realtors. This is an effort to reach out to new families that move to our local area.

c. Legislative Issues

Dr. Wilkins asked the board to reach out to their legislators to change process to permit charters to bill directly for school-based Medicaid match services. She also stated there is a challenge of an increase to the ESE per child funding.

d. School Recognition Funds – These are awarded in two categories, and the school has an opportunity to determine how the funds are spent:

- Category A – To schools that went up at least one grade.
- Category B – To schools that earn an A grade.

This year the Bailes Campus went from an F grade to a C grade. The Orange Charter (West Orange/Holloway) earned an A grade. TLA also raised their grade from an F. Due to this, these schools received school recognition funds. The recognition amount is based on \$100.00 per student. Dollars can be used for non-recurring things like technology, curriculum, playground equipment, bonuses, etc. Bailes will receive about \$27,000.00. Holloway and West Orange will divide the funding – with each school receiving approximately \$14,000.00. TLA will receive about \$5,000.

e. Out of Field Teachers

The list (attached) of out-of-field teachers was presented. A motion to approve this list of out-of-field teachers was made by Beth Schmude, seconded by Carla Holoman. Motion passed.

5. Facility Updates

- a. Pine Hills Expansion – This is moving along in a slower than expected pace due to federal aspect of the contract. However, bids will be due back to UCP in February and at that time the process should move along.
- b. TLA Campus – Progress is slow. Floor plan and designs have been completed but still deciding on design layouts.

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- c. West Orange therapy “annex” – A traffic study was completed and results showed no areas of concern.
6. Instructional Updates – We are seeking SACS accreditation, a requirement that is tied to the TLA Charter Contract. All schools Pre K – 12 will be accredited and this will help us align, unify and better support the schools with policies and procedures. It will also support our Early Childhood program and the contracts with different State Agencies. Each campus is participating writing the SACS Accreditation components and collecting the evidence that supports each component of the accreditation process. Accreditation paperwork will be submitted by the spring of 2016 and the on-site visit has now been moved to September 2016.
7. Legal Updates – No pending legal updates. However, the Agency Board met this past weekend and has approved new mission statement. The Admin team and administrators met on the previous Friday and provided input on the new mission statement. Our New Mission Statement is:

“To empower children with and without disabilities to achieve their potential by providing individualized support, education and therapy services in an inclusive environment.”
8. UCP Orange – Holloway Charter Board –
  - a. General Update – Dr. Wilkins updated – The Holloway campus is working on updating the playground. At this time the PTA is working on different fundraisers. They are also partnering with Full Sail for some of these opportunities.
  - b. School Recognition Funds – The school’s recommendation was for equal bonuses for staff. A motion was made by Dee Sperling, seconded by Ben Chernow. Motion passed.
  - c. Financial Update – Motion was made to approval financials by Dee Sperling, seconded by Joanne McComack. Motion Passed.
  - d. Staffing Update - Motion was made to approval staffing update by Beth Schmude, seconded by Joanne McComack. Motion Passed.
9. West Orange -
  - a. General Update – Joanne updated – The Holiday party was great and huge! It was held at the Stoney Brook West Community. There were over 400 people in attendance with a DJ and toys for all children. Baskets were made by each classroom

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- as a fundraiser and \$1,100 were raised. A dentist is coming to the school in February to teach the children about the importance of dental hygiene. A parent wants to sponsor a dinner and marathon to raise \$10,000 - \$15,000. Dana wants to seek tax exemption for the PTA with the goal of opening more doors for more corporate donations.
- b. School Recognition Funds – The school’s recommendation was for equal bonuses for staff. A motion was made by Dee Sperling, seconded by Ben Chernow. Motion passed.
  - c. Financial Update – Motion was made to approval financials by Dee Sperling, seconded by Joanne McComack. Motion Passed.
  - d. Staffing Update - Motion was made to approval staffing update by Beth Schmude, seconded by Joanne McComack. Motion Passed.
10. Transitional Learning Academy High School Charter Board –
- a. General Update – Mugs were sold as a fundraiser. \$300 were raised from the book fair. These funds will be used for the Spring Dance and a trip to Animal Kingdom.
  - b. School Recognition Funds – The school’s recommendation was for the amount to be split between class materials and curriculum. A motion was made by Yanette Sullivan, seconded by Beth Schmude. Motion passed.
  - c. Financial Update – Motion was made to approval financials by Dee Sperling, seconded by Joanne McComack. Motion Passed.
  - d. Staffing Update - Motion was made to approval staffing update by Beth Schmude, seconded by Joanne McComack. Motion Passed.
11. UCP Pine Hills Charter School -
- a. General Update –Pine Hills Playground is now open and they had a Dental day recently. Two parents have been identified as potential board members.
  - b. Financial Update – Motion was made to approval financials by Dee Sperling, seconded by Joanne McComack. Motion Passed.
  - c. Staffing Update - Motion was made to approval staffing update by Beth Schmude, seconded by Joanne McComack. Motion Passed.
12. UCP Osceola Charter School –

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- a. General Update – Ana Useche updated – The school had a very nice Holiday Party. A singer donated presents for the children. Next month they will host Donuts for Dads and Muffins for Moms. Book Fair is scheduled for next month.
- b. Financial Update – Motion was made to approval financials by Dee Sperling, seconded by Joanne McComack. Motion Passed.
- c. Staffing Update - Motion was made to approval staffing update by Beth Schmude, seconded by Joanne McComack. Motion Passed.

13. UCP Seminole Charter School –

- a. General Update – Marife updated – Seminole had a Santa workshop where the children shopped for gifts. PTA is doing lunches for the staff with different themes every month. Book fair will be held and on 2/4/16. Seminole will also celebrate literacy night.
- b. Financial Update – Motion was made to approval financials by Dee Sperling, seconded by Joanne McComack. Motion Passed.
- c. Staffing Update - Motion was made to approval staffing update by Beth Schmude, seconded by Joanne McComack. Motion Passed.

14. UCP East Orange/Bailes Charter School –

- a. General Update – Reported by Melissa Buffa – Jim Sawgrass came for Native American day activities. A field trip to Kennedy Space Center is scheduled. Holiday event was on campus this year. Doris Lawson reported that the Holiday Shop children made products to sell at school and raised \$2,500.00.
- b. School Recognition Funds – The school’s recommendation was for a pavilion and track. A motion was made by Dee Sperling, seconded by Carla Holoman. Motion passed.
- c. Financial Update – Motion was made to approval financials by Dee Sperling, seconded by Joanne McComack. Motion Passed.
- d. Staffing Update - Motion was made to approval staffing update by Beth Schmude, seconded by Joanne McComack. Motion Passed.

15. Compliance Update

- a. We will review term limits for board members and absences from meetings.

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Meeting was adjourned at 8:15 pm.

Minutes prepared by: Rosina Padilla

Minutes Approved by Board on: May 5<sup>th</sup> 2016

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