



**Charter School Board of Directors Meeting  
May 5<sup>th</sup> 2016 – Minutes**

**Charter Board Members In attendance:**

Dana Power, Robin Murray, Barnett Chernow, Dee Sperling, Angela Alban, Carla Holoman, Joanne McComack and Sean Lyles.

**Staff in Attendance:**

Ilene Wilkins, Steve Judy, Rosina Padilla, Melissa Buffa, Stacey Ricketts, Marife Gomez, Lillian Flores.

**Guest in Attendance:**

Jennifer Johnson, Alexandra Kotsikas

1. Meeting was called to order at 6:06 pm
  - a. Introductions were made from all present.
2. Approval of prior meeting's minutes – Minutes approved at 6:11 pm
  - a. Motion by Sean Lyles, second by Ben Chernow. Motion passed.
3. Upcoming Agency Events
  - a. May 17, 2016 – Book Buds
  - b. May 19, 2016 – TLA Graduation
  - c. June 1<sup>st</sup>, 2016 – Pre K Graduation – Orlando Rep Theater
  - d. June 7<sup>th</sup>, 2016 – Bailes 5<sup>th</sup> grade graduation
  - e. October 21, 2016 – Faces Behind the Miracles breakfast
4. Updates/Discussion
  - a. Staffing Updates – Agency Wide – Staff updates approved at 6:22 pm  
Motion by Joanne McComack, second by Robin Murray. Motion passed.

The Agency had the following staff changes: At the West Orange Campus, CBM, Debra Cryer is no longer working with us and at Pine Hills, Marcelle Healy, School

Administrator is no longer working with us. The Pine Hills Campus has hired Dr. Karyn Hawkins-Scott as the new School Administrator and for the West Orange CBM position we have hired Vilma Orta-Collado. Both will be starting on May 23, 2016. A very successful (over 125 applicants) job fair was organized to support the hiring of various open education position. The agency is hiring some additional education support positions (Reading Specialists, additional art integration positions, Staffing Specialist/MTSS coaches) as well as adding additional grades. We are also implementing the co-teacher model (with two dual certified teachers) in many of our elementary classes. The co teaching format has been piloted at our Bailes Campus with much success. In the Finance department we also had some changes, Jerry Griffing has moved on to another position outside the Agency and we have hired a new person for his position as well as a new Accounting Manager, Sonia Robles. Motion to approve Staffing changes. Motion approved.

b. General - Charter School Budgets/Financials – Reviewed March Charter School Financials.

The current Budget does not reflect the actual February FTE (still waiting on the updates from the state) . 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 non-attendance during FTE count.

Motion by Joanne McComack to approve the financials, second by Carla Holoman. Motion Passed.

c. Legislative Issues

Dr. Wilkins spoke about the great support that Senator Gardner has had for children with disabilities. Senator Gardner has been an advocate for Medicaid billing for charter schools. School Based Medicaid billing has been approved to be billed for charter schools and private school. Additionally, the Capital Outlay changed the funding methodology to allow Schools with 75% or more with children with disabilities and/or with 75% of students with free and reduced lunch will receive a 25% increase in outlay.

d. School Recognition Funds/ Best and Brightest Award

Our Bailes Campus and West Orange/Downtown Campus received School Recognition funds for their improvement in instruction for students. Teachers who were rated highly effective or new teachers and were in the 80<sup>th</sup> percentile for ACT/SAT receive an \$8,000 bonus (paid by the state). 25 of our teachers received the \$8,000.00 bonus.

e. UCP/BETA Merger – BETA will be merging with UCP as of June 30, 2016. BETA currently has a alternative Middle/High School for teen mom's, a Childcare program that has a capacity for 150 – 230 children, a residential program, parenting skill training and a family support counseling service. All services besides the residential program, align with the services we offer at UCP. UCP will be hiring some of the BETA staff. OCPS will continue to run the Middle/High School Alternative Program. The Middle High School Alternative Program will be called BETA Middle/High School Program of UCP.

f. School Uniforms – Most schools will move to uniforms this upcoming School year, with the exception of TLA. The uniform program was piloted at the Bailes Campus and was well accepted by the families and students. Uniforms will have two choices regular polo's (purchased at retail stores, Target, Walmart) and UCP Charter School Polo's. Uniforms orders will be taken at schools.

5. Facility Updates

a. Pine Hills Expansion – Pine Hills Expansion is moving well and on time.

b. TLA Campus – After this current school year TLA will be moving into the Holloway building along with the ADMIN offices. Currently the school is getting ready for the move. Floor plan and designs have been completed but still deciding on design layouts.

c. Holloway – After the end of this school year the Holloway campus will be moving to BETA towards the end of June.

d. West Orange therapy “annex” – We met with the city of Winter garden and they are still requesting additional information due to traffic concerns.

The month of July will be a month of transitions with all school moves.

6. Instructional Updates – All elementary campuses have been provided with IPADs in Phase II (each campus had 1-2 classes roll out 1:1 ipads). The expectation is that beginning of next school year – the next Phase of the roll out will occur (with an additional class/grade per campus). All IPADs include two great instructional programs, Accelerated Reading and Dream Box Math.
7. Legal Updates – No pending legal updates.
8. UCP Downtown Charter Board –
  - a. General Update – Lillian Flores updated – The Holloway campus is currently celebrating Teacher appreciation week with great support from the parents, providing daily different activities. Breakfasts, cards and celebrations.
  - b. Financial Update – Motion was made to approve financials by Joanne McComack, second by Carla Holoman. Motion Passed.
  - c. Staffing Update - Motion was made to approve staffing update by Joanne McComack, second by Robin Murray. Motion Passed.
9. West Orange -
  - a. General Update – Joanne updated – The West Orange Campus had a very successful Book fair with total sales of \$2,600.00. Four thousand books have been donated by the “Harry Potter Club” and we have a donation of Book Shelves to be built for the school. West Orange also had a successful Art show.
  - b. Financial Update – Motion was made to approve financials by Joanne McComack, second by Carla Holoman. Motion Passed.
  - c. Staffing Update - Motion was made to approve staffing update by Joanne McComack, second by Robin Murray. Motion Passed.
10. UCP Transitional Learning Academy High and Middle School Charter Board –
  - a. General Update – Stacey Ricketts updated – TLA High School held their Spring Formal, a venue was donated for the celebration. One of TLA students has won the Disney Dreamer and Doer, First year of participation for the TLA campus. TLA will have Graduation and this year will have three graduates.
  - b. Financial Update – Motion was made to approve financials by Joanne McComack, second by Carla Holoman. Motion Passed.

- c. Staffing Update - Motion was made to approve staffing update by Joanne McComack, second by Robin Murray. Motion Passed.

11. UCP Pine Hills Charter School -

- a. General Update – Dr. Wilkins updated – Pine Hills campus is now being supported by Anna O’Connor –Morin and Cindy Metz, they have both done a great job supporting the team in the transition of a new School Administrator.
- b. Financial Update – Motion was made to approve financials by Joanne McComack, second by Carla Holoman. Motion Passed.
- c. Staffing Update - Motion was made to approve staffing update by Joanne McComack, second by Robin Murray. Motion Passed.

12. UCP Osceola Charter School –

- a. General Update – Dr. Wilkins updated – Osceola is getting ready to finish the school year and working on the new school year, second floor of the building will be open to house the K-2<sup>nd</sup> grade classes.
- b. Financial Update – Motion was made to approve financials by Joanne McComack, second by Carla Holoman. Motion Passed.
- c. Staffing Update - Motion was made to approve staffing update by Joanne McComack, second by Robin Murray. Motion Passed.

13. UCP Seminole Charter School –

- a. General Update – Marife updated – Great Scholastic Book fair, very nice teacher appreciation support from the PTA. The PTA members were voted again for a second time.
- b. Financial Update – Motion was made to approve financials by Joanne McComack, second by Carla Holoman. Motion Passed.
- c. Staffing Update - Motion was made to approve staffing update by Joanne McComack, second by Robin Murray. Motion Passed.

14. UCP East Orange/Bailes Charter School –

- a. General Update – Melissa Buffa updated – The Bailes campus has been busy with the end of School year, field trips to Legoland and Brevard Zoo. The School held a successful Book Fair and Authors tea. Teacher appreciation was a success with the support of the PTA.

- b. Financial Update – Motion was made to approve financials by Joanne McComack, second by Carla Holoman. Motion Passed.
- c. Staffing Update - Motion was made to approve staffing update by Joanne McComack, second by Robin Murray. Motion Passed.

15. Compliance Update

- a. Governance - Rosina updated – Some Board Members have to take Governance Training, Rosina has set up trainings through the Florida Consortium of Public Charter Schools and will update respective Board Members with LOGIN information via email.
- b. Board Resignations – Rita Mena, Yanette Sullivan.
- c. New Board Members – Motion to approve – Ben Chernow for a second term. New Members: Jennifer Johnson, representing TLA Campus.  
Alexandra Kotsikas representing Seminole Campus  
Motion approved at 7:40 pm.

Meeting was adjourned at 7:42 pm.

Minutes prepared by: Rosina Padilla

**Minutes Approved by Board on:** September 8, 2016 at 6:01 pm by Board Members Dana Power and Ben Chernow.