



**Charter School Board of Directors Meeting
September 8th, 2016 – Minutes**

Charter Board Members In attendance:

Carla Holoman, Dana Power, Barnett Chernow, Beth Schmude, Dee Sperling, Alexandra Kotsikas, Jennifer Johnson

Staff in Attendance:

Ilene Wilkins, Steve Judy, Rosina Padilla, Marife Gomez, Chelsea Pennington,

Guest in Attendance:

Karen Dunne, Gianna Sangster, Matias Trevino, Elizabeth M. Derilus, Joe C. Derilus

1. Meeting was called to order at 5:55 pm
 - i) Introductions were made from all present.
2. Approval of prior meeting's minutes – Minutes approved at 6:01 pm
 - i) Motion by Ben Chernow, second by Dana Power. Motion passed.
3. Upcoming Agency Events
 - i) October 4th, 2016 – OIA Charity Golf Tournament
 - ii) October 10th, 2016 – Kiwanis Golf Tournament
 - iii) October 13th, 2016 – UCP Fun Spot Afternoon
 - iv) October 21, 2016 – Faces Behind the Miracles breakfast
 - v) November 5th, 2016 – Lake Scary 5K Run/Walk/Roll
4. Staffing Updates/Discussion
 - i) Staffing Updates – Agency Wide – Staff updates approved at 6:25 pm
Motion by Ben Chernow and second by Beth Schmude. Motion passed.
 - i) Approval of Out of Field Teachers (attached list)– Motion to approve – Motion approved at 6:09 pm. Motion by Jennifer Johnson and second by Beth Schmude.

5. Charter School Budgets/Financials – Reviewed June 2016 YTD Financial Statements.

Financials were explained to the Board and financial related questions were answered and clarified. Charter School Budget was explained to the Board with an explanation of Budget breakdown (all budget lines explained) was provided to the Board. Budget for all Schools was discussed.

Motion to approve the financials and Budget, Motion approved at 6:37 pm, Motion by Beth Schmude and second by Dee Sperling. Motion Passed.

6. Legislative Issues

i) Medicaid Billing - School Based Medicaid billing has been approved to be billed for charter schools and private school but still waiting on direction for implementation.

ii) ESE Funding / Capital Outlay – FTE Funding had a very small increase this year. However, Capital Outlay has 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. This will have a major positive effect on UCP Charter Schools.

7. Dress Code Policy – Has been implemented at the schools. Board members discussed the different issues that are tied to a Uniform policy and considering the population of students we serve that can have sensitivity to materials, household financial challenges and the support the agency is offering. Positive outcomes of uniform implementation in the schools were discussed. Board member Mr. Ben Chernow asked for clarification of *Item H. Discipline* of the UCP Charter School Student Dress Code. Mr. Chernow expressed concern of the pressure that a discipline policy can impose on parents and students and the effect and impact on school enrollment. Dr. Wilkins clarified that the Uniform School Policy being reviewed in the meeting is not the policy parents are receiving but the School Procedure Manual instructions. Dr. Wilkins proposed voting to eliminate the *Item H. Discipline* from the SOP Manual procedure form. Uniforms are

implemented in the Kindergarten through Fifth grade classes only. Vote was propose for No Uniform Policy or a Uniform Policy without a Discipline policy – remove *Item H. Discipline*. Vote was made to keep uniform Policy with an amendment to Item H.

Discipline. 8 Board members voted in favor.

8. Instructional Updates -

We have had a good start to the new school year – Phase III of elementary campuses have been provided with 1:1 IPADs (2-3 classes now per campus and one at TLA). All IPADs include two great instructional programs, Accelerated Reading and Dream Box Math.

TLA has a class that will be receiving 1:1 IPad. For the rest of the classrooms at TLA an assessment is in progress to determine student’s capability of using and receiving instructions with IPads, taking into consideration the low ratio classrooms.

9. Legal Updates –

a) At the Seminole campus we had a concerning issue where one of the administrative assistants inadvertently sent out via email a packet of completed lunch forms. We have consulted with our attorneys what are legal responsibility is. Our attorneys have recommended the purchase of identity theft safeguard programs for all families involved. Staff member involved in the incident was put under corrective action and we have taken different measures to ensure this will not happen again in the future.

b) State Complaint - A Pre k student parent filed a complaint with the State citing that we did not evaluate her child in a timely matter. The complaint after review by the State was dismissed.

10. UCP Downtown Charter Board –

i) General Update – Elizabeth Derilus guest parent made update – Key locked Door access to the Pre k hallway was a concern due to delays to parents at Drop off and Pick up times after meetings this process has been reviewed and has now changed allowing a faster access to parents to the Pre k hallway. Dr. Wilkins explained the delays in the construction with Building 2 which has been a hardship, but the construction is moving forward. Town hall meetings have been scheduled and held with the families registered at the Downtown/BETA campus to explain the delay in

constructions and to address concerns. Delays in constructions have been mainly because of City permits and delay in drawings by various contractors.

- ii) Financial Update – Motion was made to approve financials by Beth Schmude and second by Dee Sperling. Motion Passed.
- iii) Staffing Update - Motion was made to approve staffing update by Ben Chernow second by Beth Schmude. Motion Passed.

11. UCP Transitional Learning Academy High and Middle School Charter Board –

- i) General Update – Jennifer Johnson updated – Car line is going well and rules have been put in place to support with a smooth drop off and pick up. TLA High School is starting a Yankee candle fundraiser.
- ii) Financial Update – Motion was made to approve financials by Beth Schmude, second by Dee Sperling. Motion Passed.
- iii) Staffing Update - Motion was made to approve staffing update by Ben Chernow, second by Beth Schmude. Motion Passed.

12. UCP Osceola Charter School –

- i) General Update – Dee Sperling – Car loop has been a challenge but has now improved. Still waiting on the upgrades of both playgrounds. Dr. Wilkins clarified that a plan is now in place to upgrade the playgrounds.
- ii) Financial Update – Motion was made to approve financials by Beth Schmude, second by Dee Sperling. Motion Passed.
- iii) Staffing Update - Motion was made to approve staffing update by Ben Chernow second by Beth Schmude. Motion Passed.

13. Pine Hills Charter School -

- i) General Update – Dr. Wilkins updated – The expansion has now been completed and it looks great. New Administrator is doing a great work and the school has been off to a great start of the new school year.
- ii) Financial Update – Motion was made to approve financials by Beth Schmude, second by Dee Sperling. Motion Passed.

iii) Staffing Update - Motion was made to approve staffing update by Ben Chernow, second by Beth Schmude. Motion Passed.

14. UCP Seminole Charter School –

i) General Update – Marife Gomez, School Administrator updated - UCP Seminole had their first PTO and Title I meeting and everything went well. The PTA has been very active with different activities for the children, Chik Fil A fundraising night, family game night and the Fall festival.

ii) Financial Update – Motion was made to approve financials by Beth Schmude, second by Dee Sperling. Motion Passed.

iii) Staffing Update - Motion was made to approve staffing update by Ben Chernow, second by Beth Schmude. Motion Passed.

15. UCP East Orange/Bailes Charter School –

i) General Update – Chelsea Pennington, assistant School Administrator updated – Staffing has been completed for the new school year. Curriculum Night for K-5 will be held differently this year and Pre k and below will be doing a make and take event and field trips for the current school year are now being planned. Great start of the school year.

ii) Financial Update – Motion was made to approve financials by Beth Schmude, second by Dee Sperling. Motion Passed.

iii) Staffing Update - Motion was made to approve staffing update by Ben Chernow, second by Beth Schmude. Motion Passed.

16. UCP West Orange Charter School –

i) General Update – Beth Schmude updated – We had a good curriculum night. The Therapy annex is now open. Teachers are enjoying the push in therapy. Therapist are working along with classroom teachers and teachers for special programs (arts, reading, etc.) and the children are enjoying the collaboration of the therapist and teachers in the classrooms. West Orange is doing Co Teaching and the children are enjoying and benefiting from the new classroom format. The Co teaching model has

- been supported with intern students from the School of Education of University of Central Florida through the UCP-UCF Partnership.
- ii) Financial Update – Motion was made to approve financials by Beth Schmude, second by Dee Sperling. Motion Passed.
 - iii) Staffing Update - Motion was made to approve staffing update by Ben Chernow, second by Beth Schmude. Motion Passed.

17. Compliance Update

- i) Governance – No updates.
- ii) Board Resignations – N/A
- iii) New Board Members – Introduction of prospective board members Mr. Matias Trevino and Elizabeth Derilus, both representing the Downtown/BETA Campus.

Meeting was adjourned at 7:28 pm.

Minutes prepared by: Rosina Padilla

Minutes Approved by Board on: January 19, 2017 at 6:12 pm