



**Charter School Board of Directors Meeting
September 28, 2017 – Minutes**

Charter Board Members In attendance:

Angela Alban, Karen Dunne, Beth Schmude, Alexandra Kotsikas, Jennifer Johnson, Sean Lyles, Dana Power, Elizabeth Derilus

Staff in Attendance:

Dr. Ilene Wilkins, Rosina Padilla, Steve Judy

Guest in Attendance:

Robert Prociak, Shavaughn Toole, Troy Techau

1. Meeting was called to order at 6:05pm by Angela Alban, Chair of the Board.
 - i.) Introductions were made from all present.
2. Approval of prior meeting's minutes – Minutes approved at 6:13pm
 - i.) Motion by Dana Power, second by Beth Schmude, Motion passed.
3. Upcoming Agency Events
 - i.) Downtown/BETA Expansion – October 7, 2017
 - ii.) UCP Faces Behind the Miracles Breakfast – October 20th, 2017
 - iii.) 5K Lake Scary – November 4, 2017
 - iv.) Poker at the Palace – April 6th, 2018
 - v.) UCP 25th Annual Gala – April 7th, 2018
4. Staffing Updates – Staff updates approved at 7:49 pm. Motion by Dana Power and second by Beth Schmude. Motion passed.
 - i.) Approval of Out of Field Teachers – Motion approved at 6:19 pm by Beth Schmude and second by Alexandra Kotsikas.

- ii.) Health Insurance Renewal – Our current benefit period ends on 09/30/2017, UCP has finalized all paperwork for employee’s health insurance benefit renewal for the new 2017-2018 benefit year, and we are happy to announce that we are offering, starting this new benefit enrollment period, a free insurance for all staff members that have been one year with our agency and that have had UCP insurance for that one-year period. Free medical insurance will only be offered to employee as an individual.
- iii.) Agency Wide – Staff updates approved at 7:49 pm. Motion by Beth Schmude and second by Dana Power. Motion passed.

5. Legislative Issues –

Medical Billing – In 2016 Senator Gardiner supported for Charter schools to bill Medicaid for therapy services provided through the IEP’s. A state plan was submitted to support with recent changes with Medicaid, currently we are supporting with questions and answers, and are now receiving regular updates from Medicaid representatives. After recent meetings and phone conversations it seems that we are getting closer to be approved from the State of Florida for Charter Schools to directly bill Medicaid for IEP therapy services.

6. Fall Enrollment – Fall Enrollment is doing well, we have some schools that have exceeded their enrollment goals and some schools are close to complete budget enrollment. Bailes, Osceola and Pine Hills are over in enrollment. Dr. Wilkins made an overview on FTE funding and how it affects and impacts our budget.

7. Instructional Updates:

- a.) New Assessment Program – UCP is excited to announce that we have launched two new assessment programs called Achieve 3000 this program is for Grade 3 and above SMARTY ANTS which is for programs Pre k and Above.
- b.) Hurricane Make Up Days – As a Charter school we assign our own make up days. For Osceola County and Seminole we do not have to do any make ups as we went back to school earlier than the District. For Orange County school we will do a make-up day on October 27, 2017 and as of February 1, 2018 we will extend the Wednesdays dismissals.

8. LEA Transition Updates – The LEA transition has started well. We received kudos from the deputy commissioner of education about our special policy and procedures manual that was submitted for a federal grant application. Becoming our own LEA was not only

a financial decision, but our main goal is to have better control of the ESE services, mainly therapy, that we provide our students through IEP's services. We have hired our own Psychologist, Social Worker and we now have our own Physical Therapy, Occupational and Speech Diagnosticians this will support with us doing all our evaluations and reevaluations. LEA stand for Local Education Agency which means that we are responsible, and we manage all our ESE services. All other education services that are not part of ESE services are handled through the school districts. We are also responsible for all LEA compliance. Being an LEA also provides us the opportunity to receive all federal funding dollars, giving us the ability to make our own , control of federal grant monies received.

- a.) Title I Plan – Being our own LEA also gives us the opportunity of designing our own Title I plan; all our schools are Title I with exception of Bailes and TLA are Title I eligible. Title I is a federal program and their funds are available to schools who have at least a 66% enrollment of Free and/or reduced lunch. We currently are using the funds received from Title I for curriculum purchase and addition of new curriculum programs like Achieve 3000, Smarty Ants, Ipads, and a Reading/Literacy Coach.
9. Renewal – UCP East Orange and UCP Pine Hills Charter School are up for renewal and Due on June 2018.
10. School Grades – School grades for our schools were just recently released. Currently we are working with the Department of Education to get a different designation and scoring system for our schools due to our inclusion model. School grades are designated without the consideration of the disproportionate number of students with disabilities., School grades are measured by learning gains and in our case there was no baseline (as we didn't have a grade last year). another element of grading is the progress of the bottom 25% of students and again this does not support our inclusion model. Our School grades are currently; for the Downtown, Pine Hills and West Orange campus an F, Bailes Campus has a C grade. TLA is not scored due to having 100% ESE enrollment.
11. Legal Updates – None
12. UCP Downtown Campus – Updates provided by Board member Elizabeth Derilus, The new building of the Elementary school has been welcomed by staff, parents and students. Parents are happy with the classrooms and daily activities. In the Pre k and below

everything is doing well and students are enjoying the activities and specially enjoying the new Smarty Ants Curriculum program which is very interactive and allows parent participation and provides a parent portal with information of student progress. Ms. Derilus did express concern with the food provided currently through the lunch program.

Financial Update - Charter School Budgets/Financials – Review August 2017 YTD Financial Statements. Financials were explained to the Board and financial related questions were answered and clarified. Budget for all Schools were discussed. Motion approved at 7:50 pm, Motion by Beth Schmude and second by Alexandra Kotsikas. Motion Passed.

Staffing Update - Staff updates approved at 7:49 pm
Motion by Dana power and second by Beth Schmude. Motion passed.

13. **UCP Transitional Learning Academy Middle and High School Charter Board** – Board member Jennifer Johnson and Beth Schmude updated, Classes are now starting at 8:00 am traffic is moving smooth and parking has been regulated.

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14. **UCP Osceola Charter School** – Update was provided by guest and parent Troy Techau. Osceola campus continues to move forward under the direction of the School Administrator, staff is being responsive and adhering to new procedures and systems in place. Classrooms are being painted. The PTO is now forming a library for the students.

Update on request for iPads for low ratio classrooms, iPads have been delivered to the school. Osceola campus administrator continues to analyze the traffic flow in the mall parking lot and currently UCP administrative team is working on a solution, and has visited the Osceola campus to gain more knowledge and support the Osceola Team.

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15. **UCP Pine Hills School** - Update provided by Dr. Wilkins. The Pine Hills campus had a flood today that occurred due to a sprinkler system pipe burst. The water flood occurred in the new building that was recently built and after inspecting the damage, the contracting company will repair the damage and has taken full responsibility of the damage. Unfortunately, walls have been damaged in classrooms and hallways. We have also lost curriculum and books. The school will be closed for two days to allow repairs and normal operation.

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16. **UCP Seminole Charter School** – Update provided by Board member Alexandra Kotsikas, Seminole campus has been busy with different beginning of the school year activities and a curriculum night was held with great success. An update on curriculum for the Kindergarten grades was requested by Ms. Kotsikas, Dr. Wilkins will review kindergarten curriculum questions with the Seminole campus School Administrator.

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Motion by Dana power and second by Beth Schmude. Motion passed.

17. **UCP East Orange/Bailes Charter School** – update provided by guest and parent Robert Prociak. Bailes Campus is having problems with school arrival and dismissal traffic. Ongoing construction behind the school has worsened the traffic situation. The school has staggered dismissal and arrival times to facilitate the traffic flow, but the concern continues due to parking and cars going in and out of parking spots and Handicap Parking's. The Pavilion built at the Bailes Campus has been a great project and the students really enjoy it.

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18. UCP West Orange Charter School – Updates provided by Board member Dana Power.

The bottle cap collection that was done last year was a huge success and it will be done again this year. Students uniform implementation has been very well accepted. Activities for Halloween are in preparation. PTO is supporting with other ways to bring books to the children since the library has been converted into the School Administrator office. Ms. Power expressed concerns about lunch time food preparation, distribution and organization a process that needs to be evaluated and better organized. Dr. Wilkins and Steve Judy agreed to visit the school immediately observe and support with the School administrator the lunch distribution process. Ms. Power also expressed concern about the staffing shortages at the staff. There has been delays in getting staff through the background process due to the District issues.

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19. Compliance Update

No major updates, some board members are currently completing refresher courses for Governance Training and we have two new board members in process.

Resignations – None

Meeting was adjourned at 8:01pm.

Minutes prepared by: Rosina Padilla

Minutes Approved by Board on: January 18, 2018 at 6:14 pm