



**Charter School Board of Directors Meeting
September 6, 2018 – Minutes**

Charter Board Members In attendance:

Angela Alban, Beth Schmude, Sean Lyles, Troy Techau, Karen Dunne, Matias Trevino, Robin Murray, Jennifer Johnson

Charter Board Members Proxy

Alexandra Kotsikas

Staff in Attendance:

Dr. Ilene Wilkins, Rosina Padilla, Steve Judy

Guest in Attendance:

Traci Glodery

1. Meeting was called to order at 6:08 pm by Dr. Ilene Wilkins
Introductions were made from all present.
2. Approval of prior meeting's minutes –
 - a) Minutes for meeting of May 3rd, 2018 - were approved at 6:29 pm, Motion by Sean Lyles, second by Beth Schmude. Motion passed.
 - b) Telephonic Meeting – July 2018 – were approved at 6:30 pm, Motion by Beth Schmude, second by Robin Murray. Motion passed.
3. Upcoming Agency Events/Updates
 - a) Faces Behind the Miracles Breakfast – October 19, 2018
 - b) Lake Scary 5K – November 3, 2018
 - c) OIA Golf Tournaments – October 2, 2018

- d) Kiwanis Golf Tournament – October 15, 2018
- e) UCP Fun Spot Event for Staff/Volunteers– October 15, 2018

4. Staffing/Personnel Updates

- a) Teacher Recruitment – Currently we are fully staffed, with some staff members still in process of finalizing their certifications. Our agency continues to grow and the need for Teachers and staff continues to increase. At UCP all Teachers must be dual certified (ESE and subject/grade area) which is a requirement that makes it difficult to hire. There is a nationwide teacher shortage. The education leadership team continues to support onboarding of new staff with different programs and evaluates and supports existent para professional staff with required education to become qualified dual certified teachers. UCP continues partnership with UCF and other organizations to support and retain our existent Teachers and onboard qualified teachers and staff. UCP has also continued its strategy from last year to support teachers with relocation bonuses, referral bonuses and also paying for teacher certification exams/coursework.
- b) Best and Brightest Bonus Plan – UCP participates in this state funded program that provides a \$6,000 bonus to Highly Effective Teachers who also meet a minimum SAT/ACT score. New teachers (with required score) are also eligible. There is also a smaller bonus for all teachers with Highly Effective or Effective scores. There is also a Principal Bonus Plan that provides Principals a percentage bonus based on teachers in their schools that qualify for the Best and Brightest State award.
- c) Out of Field Teacher Approval – List of out of field teachers was reviewed, Angela Alban requested to add an additional line for teacher start dates in the future – out of field teacher list was approved at 6:32 pm. Motion by Beth Schmude, second by Karen Dunne. Motion approved.

5. Legislative Issues

- i) HB7069 Lawsuit – The School Districts are appealing the decision.
- ii) Certified Match Medicaid Billing – UCP Charter Schools have been approved as a School Medicaid match provider. We now have a second agency provider Medicaid number that has been approved. This second Medicaid number will allow us to start billing for therapy, nursing, behavior and evaluation (i.e.

psychological) services provided to our students through their IEP's. Currently we are working on outlining the billing process and enrolling as Medicaid providers all staff members that will be providing services to our students.

6. School Grade Plan Updates – UCP Pine Hills and UCP West Orange received a “Maintaining” SIR. UCP Downtown received an incomplete but is appealing and should receive a “Maintaining”. UCP Bailes received a “C”. UCP Osceola and UCP Seminole received “F” with the same scenario as previous schools. First year of grade there is no “points” for improvement -only graded based on the percentage of students who pass the FSA, small number of students (11) and high percentage of students with disabilities. UCP Osceola has approved for us to be changed to an alternative school which will allow us to have a School Improvement Rating. Currently, UCP Seminole is not open to this but we have a meeting scheduled.
7. Enrollment Updates – TLA has increased enrollment 20%, West Orange campus has also increased enrollment. Bailes is fully enrolled. Pine Hills and Osceola enrollment has also increased. Seminole campus and Downtown/BETA campus has a stable enrollment.
 - a) OCPS has been underpaying UCP Orange Charter Schools based on an issue with the report of PreK returning students. We have brought it to their attention and we hope it will be rectified soon. It currently is approximately \$200,000 a month less than owed.
8. Instructional Updates – We have now started using the new Progress monitoring system called I Ready, the education team is already seeing good results with this new monitoring system. We have recruited great teachers this year and have seen a very good start to the new school year at all schools. All new teachers and staff, along with existent staff had a three-day educational training at UCF and the onboarding training continued at their respective schools. Feedback from some of the staff was that it was a great onboarding experience.
9. LEA Transition Updates – LEA continues moving forward, we have hired all required staff.
 - a) PDIS Eligibility – We have now started evaluating our preschool students for initial eligibility. The advantage to this opportunity is that preschool evaluations will be

completed by staff members who are familiar with the student's progress and development and student placements and support is better determined.

10. School Safety – School Resource Officers, SRO have now been assigned to the schools. Osceola county has assigned an officer to the Osceola campus that is shared with another school. City of Orlando has assigned the TLA and Downtown campus an officer that is rotated among twelve schools. Unincorporated Orange has assigned the Bailes campus and the Pine Hills campus off duty officers that sign up for off duty shifts.
11. Mental Health Updates – We have now hired a full-time position Clinical Services Manager- office is in the Downtown/BETA campus. They are overseeing interns and we are anticipating hiring 1-2 clinical counselors to support the mental health services to our students. The Family Service Case managers job description has been changed to allow them to support and develop more family services and available to offer support to our enrolled families.
12. Legal/State Complaint Updates – No Legal Cases pending. No State Complaints pending.
13. UCP Downtown/BETA Charter Board
 - a) General Update – Update by Matias Trevino – Downtown campus new school year has been good and exciting for the students. Parents and Administrators have adjusted dismissal hours, and this has supported with better traffic flow.
 - b) Financial Update - Financials for July 2018 were discussed. Board members requested changes to financials. Dr. Wilkins will follow up in the month of October with Board Members request. Financials will be revised in the next Board meeting scheduled for November 1, 2018. Motion to Table financials requested at 7:18 pm by Elizabeth Schmude and second by Matias Trevino.
 - c) Staffing Update - Staff updates were shared and discuss with board members. Staff Updates were approved at 7:14 pm, Motion by Elizabeth Schmude and second by Troy Techau. Motion Approved.
14. UCP Transitional Learning Academy Middle and High School Charter Board
 - a) General Update - No updates presented at the meeting.
 - b) Financial Update - Financials for July 2018 were discussed. Board members requested changes to financials. Dr. Wilkins will follow up in the month of October with Board Members request. Financials will be revised in the next Board meeting

scheduled for November 1, 2018. Motion to Table financials requested at 7:18 pm by Elizabeth Schmude and second by Matias Trevino.

- c) Staffing Update - Staff updates were shared and discuss with board members. Staff Updates were approved at 7:14 pm, Motion by Elizabeth Schmude and second by Troy Techau. Motion Approved.

15. UCP Osceola Charter School

- a) General Update – Update by Troy Techau – The leadership team did a great job starting the new school year. PTA committee has a new director, PTA members are excited with the new direction of the committee.
- b) Financial Update - Financials for July 2018 were discussed. Board members requested changes to financials. Dr. Wilkins will follow up in the month of October with Board Members request. Financials will be revised in the next Board meeting scheduled for November 1, 2018. Motion to Table financials was requested at 7:18 pm by Elizabeth Schmude and second by Matias Trevino.
- c) Staffing Update - Staff updates were shared and discuss with board members. Staff Updates were approved at 7:14 pm, Motion by Elizabeth Schmude and second by Troy Techau. Motion Approved.

16. UCP Pine Hills Charter School –

- a) General Update - No updates presented at the meeting.
- b) Financial Update - Financials for July 2018 were discussed. Board members requested changes to financials. Dr. Wilkins will follow up in the month of October with Board Members request. Financials will be revised in the next Board meeting scheduled for November 1, 2018. Motion to Table financials was requested at 7:18 pm by Elizabeth Schmude and second by Matias Trevino.
- c) Staffing Update - Staff updates were shared and discuss with board members. Staff Updates were approved at 7:14 pm, Motion by Elizabeth Schmude and second by Troy Techau. Motion Approved.

17. UCP Seminole Charter School

- a) General Update - No updates presented at the meeting.
- b) Financial Update - Financials for July 2018 were discussed. Board members requested changes to financials. Dr. Wilkins will follow up in the month of October

with Board Members request. Financials will be revised in the next Board meeting scheduled for November 1, 2018. Motion to Table financials was requested at 7:18 pm by Elizabeth Schmude and second by Matias Trevino.

- c) Staffing Update - Staff updates were shared and discuss with board members. Staff Updates were approved at 7:14 pm, Motion by Elizabeth Schmude and second by Troy Techau. Motion Approved.

18. UCP East Orange/Bailes Charter School

- a) General Update – Updates by Robin Murray – The Bailes campus had a very good start of the new school year, school looks very nice and students and staff were excited and welcoming. PTA elections will be held on September 30th, 2018.
- b) Financial Update - Financials for July 2018 were discussed. Board members requested changes to financials. Dr. Wilkins will follow up in the month of October with Board Members request. Financials will be revised in the next Board meeting scheduled for November 1, 2018. Motion to Table financials was requested at 7:18 pm by Elizabeth Schmude and second by Matias Trevino.
- c) Staffing Update - Staff updates were shared and discuss with board members. Staff Updates were approved at 7:14 pm, Motion by Elizabeth Schmude and second by Troy Techau. Motion Approved.

19. UCP West Orange Charter School

- a) General Update - No update presented at the meeting.
- b) Financial Update - Financials for July 2018 were discussed. Board members requested changes to financials. Dr. Wilkins will follow up in the month of October with Board Members request. Financials will be revised in the next Board meeting scheduled for November 1, 2018. Motion to Table financials was requested at 7:18 pm by Elizabeth Schmude and second by Matias Trevino.
- c) Staffing Update - Staff updates were shared and discuss with board members. Staff Updates were approved at 7:14 pm, Motion by Elizabeth Schmude and second by Troy Techau. Motion Approved.

20. Compliance Update

Board Resignations - No board member resignations –

New Members – Presentation of Mrs. Traci Glodery, parent representing the Osceola campus. Motion to approve new board member at 7:27 pm. Motion approved by Robin Murray and second by Troy Techau.

Meeting was adjourned at 7:28 pm.

Minutes prepared by: Rosina Padilla

Minutes Approved by Board on: _____

Angela Alban – Board Chair

F E M I N A L