



**Charter School Board of Directors Meeting
January 18, 2018 – Minutes**

Charter Board Members In attendance:

Angela Alban, Beth Schmude, Alexandra Kotsikas, Matias Trevino, Troy Techau, Elizabeth Derilus, Sean Lyles, Jennifer Johnson

Staff in Attendance:

Steve Judy, Rosina Padilla

Guest in Attendance:

Shavaughn Toole, Robert Prociak

1. Meeting was called to order at 6:09pm by Angela Alban, Chair of the Board.
 - i.) Introductions were made from all present.
2. Approval of prior meeting's minutes – Prior minutes to be approved minutes for meeting of September 28, 2017 and meeting minutes for November 2, 2017 both were approved at 6:13 pm, Motion by Elizabeth Schmude, second by Troy Techau. Motion Passed.
3. Upcoming Agency Events/Updates
 - i.) Poker at the Palace – April 6th, 2018
 - ii.) UCP 25th Annual Gala – April 7th, 2018

Request was made to Board members to support with sponsorships and auction items –

b.) Charter School Website – Currently we are in the process of developing a website specifically for the Charter Schools, this will support detailed information about the Charter School program. The website design is complete, and we are now finishing the writing of the content.

- c.) Intent to return forms – Forms for current students have been sent home and are due back by January 31st, 2018.
 - d.) The UCP Bailes campus received a letter from Governor Rick Scott, congratulating the school on being the 10th best school out of 3200 schools in English Learning Achievement Gains last school year.
4. Staffing Updates – Agency Wide - Staff updates were shared and discuss with board members. Staff updates discussed were for the months of 9/1/2017-10/31/2017 and month 11/15/2017-12/31/2017. Staff Updates were approved at 6:34 pm, Motion by Elizabeth Schmude second by Elizabeth Derilus. Motion Approved.
- Board members requested that staff updates reports are organized by individual schools.
- a) Approval – Out of Field Teachers – List of Out of Field teachers was discussed and approved at 6:23 pm. Motion by Elizabeth Schmude and second by Troy Techau.
 - b) Other Updates – Tracy Stockwell, School administrator for the West Orange campus resigned her position. Tom Brickel is the new School Administrator, Mr. Brickel is a returning staff member and is a former Administrator at our UCP Bailes and Downtown campus
5. Legislative Issues –
- i.) HB7069 Lawsuit – Currently Districts have filed lawsuits fighting HB7069 with specific emphasis on the section where they must share their real estate taxes.
 - ii.) Medicaid Billing – Florida Medicaid is still working on implementation.
6. School Grade Plan Updates – District is willing to approve a contract amendment for West Orange and Downtown to become an alternative school and include the Bailes campus. The district did not include the Pine Hills stating the fact that Pine Hills campus is now in renewal year. Also, they included a provision that two unsatisfactory School Improvement rating in a row, which includes the “F” grade received last year, would result in an automatic closure. Currently we are still considering the private school as a backup plan.
7. Enrollment Updates – Most of our schools are close to full enrollment but we still have scattered gaps.
8. Instructional Updates:
- a.) Fast ForWord Roll Out – Through a federal grant (USIG) we received funds to purchase a literacy program. This literacy program is specifically focused for students

with reading deficiencies. It is an intense program and we plan on rolling the program out in a few weeks.

9. LEA Transition Updates – The LEA transition continues to move forward. We have received final approval for all federal grants and have received some additional grants through Title IV. Currently we are working on updating special policy and procedures for ESE. We have also added tutoring to most of our schools.
10. Legal updates – No legal updates.
11. UCP Downtown/BETA Campus –
 - a) General update - Update provided by Board member Matias Trevino. The Downtown campus had a teacher’s appreciation party. Board member Elizabeth Derilus, also expressed concern about the IEP meeting process from a personal experience.
 - b) Financial Update – Financials for September 2017 and Financials for November 2017 were discussed, Board members had questions and requests that will be discussed in March/2018 meeting. Financials for September 2017 and Financials for November 2017 were approved at 6:42 pm. Motion by Elizabeth Schmude, second by Sean Lyles. Motion Approved.
 - c) Staffing Update - Staff updates were shared and discuss with board members. Staff updates discussed were for the months of 9/1/2017-10/31/2017 and month 11/15/2017-12/31/2017. Staff Updates were approved at 6:34 pm, Motion by Elizabeth Schmude second by Elizabeth Derilus. Motion Approved.
12. UCP Transitional Learning Academy Middle and High School Charter Board –
 - a) General update – Elizabeth Schmude updated – TLA has new internship partners, Walgreens and BETA campus. Ms. Schmude spoke about the opportunity of partnering again with Kiwanis to develop internships for TLA students.
 - b) Financial Update – Financials for September 2017 and Financials for November 2017 were discussed, Board members had questions and requests that will be discussed in March/2018 meeting. Financials for September 2017 and Financials for November 2017 were approved at 6:42 pm. Motion by Elizabeth Schmude, second by Sean Lyles. Motion Approved.
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12/31/2017. Staff Updates were approved at 6:34 pm, Motion by Elizabeth Schmude second by Elizabeth Derilus. Motion Approved.

13. UCP Osceola Charter School –

- a) General update – Update by Troy Techau – New staff members have started. In preparation for FTE the Osceola team is preparing activities and ideas to support the school attendance for FTE week. Behavior Therapy has now started supported by Breakthrough Therapy partnership.
- b) Financial Update - Financials for September 2017 and Financials for November 2017 were discussed, Board members had questions and requests that will be discussed in March/2018 meeting. Financials for September 2017 and Financials for November 2017 were approved at 6:42 pm. Motion by Elizabeth Schmude, second by Sean Lyles. Motion Approved.
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14. UCP Pine Hills Charter School –

- a) General Update – No updates -
- b) Financials for September 2017 and Financials for November 2017 were discussed, Board members had questions and requests that will be discussed in March/2018 meeting. Financials for September 2017 and Financials for November 2017 were approved at 6:42 pm. Motion by Elizabeth Schmude, second by Sean Lyles. Motion Approved.
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15. UCP Seminole Charter School –

- a) General Update – Update by Alexandra Kotsikas – The School is holding an FSA Parent night for 3rd grade. Literacy night and a Book Fair is scheduled for February. The

school will hold an attendance contest. Grades Kindergarten through 3rd grade will have a field trip and Spirit week is now in preparation and will be held in February.

b) Financial Update – Financials for September 2017 and Financials for November 2017 were discussed, Board members had questions and requests that will be discussed in March/2018 meeting. Financials for September 2017 and Financials for November 2017 were approved at 6:42 pm. Motion by Elizabeth Schmude, second by Sean Lyles. Motion Approved.

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16. UCP East Orange/Bailes Charter School –

a) General Update – Mr. Robert Prociak updated – The Bailes campus has an amazing team of Teachers. Teachers in grades Kindergarten and above, are going the extra mile to tutor and support their students after school hours. Mr. Prociak stated that in conversations with Teachers, they have requested for Mr. Prociak to bring the need of better employee benefits to the attention of the board.

b) Financial Update – Financials for September 2017 and Financials for November 2017 were discussed, Board members had questions and requests that will be discussed in March/2018 meeting. Financials for September 2017 and Financials for November 2017 were approved at 6:42 pm. Motion by Elizabeth Schmude, second by Sean Lyles. Motion Approved.

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17. UCP West Orange Charter School

a) General Update – Rosina Updated from Tom Brickel's email - Some exciting things are happening at our West Orange campus, important gains made among 4th grade students on the FSA benchmark assessments. 6 new 3rd, 4th, and 5th grade students were added to the afterschool tutoring program. Thirty students displayed perfect attendance

(no absences, no tardiness) during the week of Jan 8-12, students receive certificates, pictures were taken, and a ‘popsicle party’ was celebrated. This will take place every week. Thus far, West Orange has improved its overall attendance rate in part due to the HERO program. Increasing the implementation of Dream box math intervention across all elementary grade levels. Principal will be rolling out next week a monthly parent bulletin highlighting all the positive things happening on campus.

b) Financial Update – Financials for September 2017 and Financials for November 2017 were discussed, Board members had questions and requests that will be discussed in March/2018 meeting. Financials for September 2017 and Financials for November 2017 were approved at 6:42 pm. Motion by Elizabeth Schmude, second by Sean Lyles. Motion Approved.

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18. Compliance Update – Currently we are processing 2 board members. We have 5 open positions in the board. New members have been applying. Charter Board meeting attendance was discussed, a reminder that UCP charter bylaws state; *that missing two meetings in a row without prior approval of the Board is grounds for immediate dismissal of the Board.*

Resignations – Board member Carla Holoman, Dana Power, Dolores Sperling and Valerie McComack have resigned.

Meeting was adjourned at 7:15 pm.

Minutes prepared by: Rosina Padilla

Minutes Approved by Board on: March 1, 2018 at 6:18 pm

Angela Salva – Board Chair