



**Charter School Board of Directors Meeting
May 3rd, 2018 – Minutes**

Charter Board Members In attendance:

Beth Schmude, Alexandra Kotsikas, Troy Techau, Karen Dunne, Matias Trevino

Charter Board Members Proxy

Angela Alban, Elizabeth Derilus

Staff in Attendance:

Dr. Ilene Wilkins, Rosina Padilla, Steve Judy

Guest in Attendance:

Robert Prociak

1. Meeting was called to order at 6:07 pm by Dr. Ilene Wilkins
 - i.) Introductions were made from all present.
2. Approval of prior meeting's minutes – Prior minutes approved after corrections suggested by Dr. Wilkins, correction of date for event *Toast for Brighter Futures*, correct date is 5/14/18. minutes for meeting of March 1st, 2018 were approved at 6:09 pm, Motion by Elizabeth Schmude, second by Alexandra Kotsikas. Motion Passed.
3. Upcoming Agency Events/Updates
 - i.) Toast for Brighter Futures – May 14th, 2018
4. Staffing/Personnel Updates
 - i.) Teacher Recruitment – Fall 2018 – Teacher recruitment is a concern nationwide. Our agency continues to grow and the need for Teachers and staff continues to increase. At UCP all Teachers must be dual certified a requirement that makes it difficult to

hire qualified candidates. To hire teachers for the new school year 2018-2019 we have held two job fairs, we have also been part of fairs sponsored by UCF, we have postings in our website and various internet job portals including LinkedIn, advertisements in social media, and word of mouth. Our current new hires are part of various orientations during the school year to enhance the onboarding training and to support continuing education of our current staff. UCP in partnership with UCF and Dr. Rebecca Hines have collaborated to develop the “Teacher in Resident Program” a program that supports with new teachers and retention of graduate teachers. We also offer our current paraprofessionals incentive to return to school and complete college degrees in education.

- ii.) School Administrator Bonus Plan – A bonus plan for School Administrators will be implemented. The bonus will be based on a five-point plan that will score Student Achievement, Workers compensation claims, staff retention, school enrollment and fiscal.

5. Legislative Issues

- i) HB7069 Lawsuit – The School Districts are appealing the decision.
- ii) Certified Match Medicaid Billing – School Medicaid match has moved forward, and we have now applied for a new Agency Medicaid number to directly bill for the therapy services provided to our students through their IEP’s.

6. School Grade Plan Updates -

- 7. Enrollment Updates – Enrollment continues to grow, and we are filling up quickly, openings are scattered around different grades and schools. Most of the openings we currently have are in the Toddlers classrooms and some elementary.
- 8. TLA Contract Update/Charter Renewal – Bailes/Pine Hills – Charter Renewals for the Bailes Campus was completed and approved for five years. Pine Hills was renewed for one year pending the school grade.
- 9. Instructional Updates – Testing’s – We have finished testing and the schools held different activities to engage students in testing weeks. Schools held pancake cookouts with the participation of UCP Agency Board members and UCP Senior management. Progress monitoring system will be changed to IReady, currently we are using Achieve 3000.

10. LEA Transition Updates – Currently we are reviewing new funding for mental health services which will be a great addition to the services provided to our students.
 - i.) PDIS Eligibility – We will now be able to evaluate our preschool students starting in July. Currently our students are referred to a Preschool Evaluation Site in Orange County, but with this new opportunity we will be able to offer evaluation onsite to our current preschool students. The advantage to this opportunity is that preschool evaluations will be completed by staff members who are familiar with our student’s progress and development.
11. Legal/State Complaint Updates – Currently we don’t have any formal State Complaints.
12. Charter School Budget – School Year 2018-2019 – Our fiscal budget year is from July 1 – June 30th we are currently working on all school budgets. Dr. Wilkins explained how the budgets are put together by the administrative teams of the schools, School Administrators and Therapy Program managers work together in several work sessions that are scheduled with the Senior Operations Team and our Finance department.
13. UCP Downtown/BETA Charter Board
 - i.) General Update – No update presented at the meeting.
 - ii.) Financial Update - Financials for March 2018 were discussed. Motion to approve Financials was approved at 7:18 pm. Motion by Elizabeth Schmude, second by Alexandra Kotsikas. Motion Approved.
 - iii.) Staffing Update - Staff updates were shared and discuss with board members. Staff Updates were approved at 6:34 pm, Motion by Elizabeth Schmude and second by Alexandra Kotsikas. Motion Approved.
14. UCP Transitional Learning Academy Middle and High School Charter Board
 - i.) General Update - No update presented at the meeting.
 - ii.) Financial Update - Financials for March 2018 were discussed. Motion to approve Financials was approved at 7:18 pm. Motion by Elizabeth Schmude, second by Alexandra Kotsikas. Motion Approved.
 - iii.) Staffing Update - Staff updates were shared and discuss with board members. Staff Updates were approved at 6:34 pm, Motion by Elizabeth Schmude and second by Alexandra Kotsikas. Motion Approved.

15. UCP Osceola Charter School

- i.) General Update - No update presented at the meeting.
- ii.) Financial Update - Financials for March 2018 were discussed. Motion to approve Financials was approved at 7:18 pm. Motion by Elizabeth Schmude, second by Alexandra Kotsikas. Motion Approved.
- iii.) Staffing Update - Staff updates were shared and discuss with board members. Staff Updates were approved at 6:34 pm, Motion by Elizabeth Schmude and second by Alexandra Kotsikas. Motion Approved.

16. UCP Pine Hills Charter School

- i.) General Update - No update presented at the meeting.
- ii.) Financial Update - Financials for March 2018 were discussed. Motion to approve Financials was approved at 7:18 pm. Motion by Elizabeth Schmude, second by Alexandra Kotsikas. Motion Approved.
- iii.) Staffing Update - Staff updates were shared and discuss with board members. Staff Updates were approved at 6:34 pm, Motion by Elizabeth Schmude and second by Alexandra Kotsikas. Motion Approved.

17. UCP Seminole Charter School

- i.) General Update - No update presented at the meeting.
- ii.) Financial Update - Financials for March 2018 were discussed. Motion to approve Financials was approved at 7:18 pm. Motion by Elizabeth Schmude, second by Alexandra Kotsikas. Motion Approved.
- iii.) Staffing Update - Staff updates were shared and discuss with board members. Staff Updates were approved at 6:34 pm, Motion by Elizabeth Schmude and second by Alexandra Kotsikas. Motion Approved.

18. UCP East Orange/Bailes Charter School

- i.) General Update - No update presented at the meeting.

- ii.) Financial Update - Financials for March 2018 were discussed. Motion to approve Financials was approved at 7:18 pm. Motion by Elizabeth Schmude, second by Alexandra Kotsikas. Motion Approved.
- iii.) Staffing Update - Staff updates were shared and discuss with board members. Staff Updates were approved at 6:34 pm, Motion by Elizabeth Schmude and second by Alexandra Kotsikas. Motion Approved.

19. UCP West Orange Charter School

- i.) General Update - No update presented at the meeting.
- ii.) Financial Update - Financials for March 2018 were discussed. Motion to approve Financials was approved at 7:18 pm. Motion by Elizabeth Schmude, second by Alexandra Kotsikas. Motion Approved.
- iii.) Staffing Update - Staff updates were shared and discuss with board members. Staff Updates were approved at 6:34 pm, Motion by Elizabeth Schmude and second by Alexandra Kotsikas. Motion Approved.

20. Compliance Update

Board Resignations/New Members - No board resignations – two board members in process -

Meeting was adjourned at 7:31 pm.

Minutes prepared by: Rosina Padilla

Minutes Approved by Board on: September 6, 2018 at 6:29 pm.

Angela Alban – Board Chair