



**Charter School Board of Directors Meeting  
November 1, 2018 – Minutes**

**Charter Board Members In attendance:**

Angela Alban, Beth Schmude, Troy Techau, Karen Dunne, Traci Glodery, Alexandra Kotsikas, Elizabeth Derilus,

**Staff in Attendance:**

Dr. Ilene Wilkins, Rosina Padilla, Steve Judy

**Guest in Attendance:**

Robert Prociak, Christina Ledford, Frances Barreto

1. Meeting was called to order at 6:02 pm by Dr. Ilene Wilkins/Angela joined shortly afterwards  
Introductions were made from all present.
2. Approval of prior meeting's minutes –
  - a) Minutes for meeting of September 6, 2018 - were approved at 6:03 pm, Motion by Beth Schmude, second by Alexandra Kotsikas. Motion passed.
3. Presentation – I-Ready/Other Instructional Updates – Presentation of I-Ready education website was presented by Frances Barretto, Director of Curriculum and Instruction, K-12, Frances provided an overview of the I-Ready website, answered questions and provided a visual of Teacher - Student interaction with I-Ready website.
4. Upcoming Agency Events/Updates
  - a) UCP Poker at the Palace - March 29, 2019
  - b) Gala - Evening at the Palace – This year's theme is "Saturday Night Live" - March 30, 2019

5. Finance Updates – Consortium Wide

- a) OCPS FTE Reimbursement Update – After various conversations with school district we received a make up payment in Early October. Conversations continue to ensure proper reimbursements.
- b) Charter School Audits – Audits were reviewed/completely successfully. Due to LEA status/federal funding and additional federal lunch funding - each individual school had a single subject audit. This year after additional internal audits – several adjustments were made to allow for previous capital expenses and administrative costs.

6. Staffing/Personnel Updates

- a) Teacher Recruitment – Hiring of new teachers continues to be a challenge. It is a priority for the education team to continue new ideas that support with the hiring of new qualified teachers. The education team is constantly evaluating and supporting existing para professional staff with required education to become qualified certified teachers.

7. Legislative Issues

- i) HB7069 Lawsuit – The School Districts continue to appeal initial decision.
- ii) Certified Match Medicaid Billing – Steve Judy provided update – Medicaid billing will start soon, we are currently waiting for all providers to be link to the new charter Medicaid number. We are also in the process of enrolling as Medicaid providers all staff members that will be providing charter services to our students.

8. Facility Updates – West Orange campus – we have a lead donor for the new West Orange campus and we are in the process of identifying land for the new building.

Seminole campus continues to grow, and classrooms and office space is very limited. Pine Hills campus has parking limitations and our Director of facilities is now working a plan to alleviate the parking limitations. Downtown/BETA campus has parking limitations and we are now meeting to identify how to support with additional parking spaces. Bailes campus is out of space in the upstairs floor a situation that affects the growth of 2<sup>nd</sup> to 5<sup>th</sup> grade classrooms. TLA campus has increased enrollment 35% - 40%

this school year and is now needing more space, this will result in the Administration offices relocating to a new location in the future.

9. School Grade Plan Updates – We had a meeting with Seminole County Public Schools and the Seminole campus has been approved to become an Alternative School.
10. Enrollment Updates – Enrollments at the schools continue to be good except for Seminole campus and the Downtown campus which are currently low in Elementary enrollment. Osceola campus has a full enrollment and Pine Hills and West Orange campus have increased enrollment since the beginning of the school year.
11. School Safety/Mental Health Updates – School Resource Officers have been assigned to all UCP schools. Administrators are responsible to supervise the SRO's. We have received positive feedback from staff and families about SRO's presence at the schools. Troy Techau, board member, suggested to Dr. Wilkins to prepare an outline of SRO's expectations agency wide, this will facilitate the supervision of SRO's, and will facilitate to communicate expectations to SRO's during their service at UCP schools.
12. Legal/State Complaint Updates – No Legal Cases pending. No State Complaints pending.
13. UCP Downtown/BETA Charter Board
  - a) General Update – Update by Elizabeth Derilus – Downtown campus celebrated spirit week, and a character parade that included the story books of characters the children were dressed like, a great literacy activity. Both events had a very good participation of families. The dismissal time has improved with a better and faster flow of vehicles during pick up time.
  - b) Financial Update - Financials for September 2018 were discussed. Motion to Approve financials requested by Elizabeth Schmude and second by Alexandra Kotsikas. Motion approved at 7:26 pm.
  - c) Staffing Update - Staff updates were shared with board members. Staff Updates were approved at 7:00 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 – Update by Dr. Wilkins - TLA campus had a Trick and Trunk celebration that was very successful. Dr. Donald and Cindy Diebel donated an SUV to the school that will be used for TLA student's transportation.

- b) Financial Update - Financials for September 2018 were discussed. Motion to Approve financials requested by Elizabeth Schmude and second by Alexandra Kotsikas.  
Motion approved at 7:26 pm.
- c) Staffing Update - Staff updates were shared with board members. Staff Updates were approved at 7:00 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 continues to grow the enrollment of the school, Teachers and staff are happy and very involved, creating a great team environment. The lunch program has improved, recently Osceola School district provided a new refrigerator for the school lunch program. Pick up line continues to be a concern; the building maintenance office administrators have now agreed to support with a solution to minimize traffic problems during arrivals and dismissal times.
- b) Financial Update - Financials for September 2018 were discussed. Motion to Approve financials requested by Elizabeth Schmude and second by Alexandra Kotsikas.  
Motion approved at 7:26 pm.
- c) Staffing Update - Staff updates were shared with board members. Staff Updates were approved at 7:00 pm, Motion by Elizabeth Schmude and second by Troy Techau.  
Motion Approved.

16. UCP Pine Hills Charter School –

- a) General Update - Update by Dr. Wilkins – The Pine Hills campus held an Award Ceremony, with very good participation and a presentation by the Pine Hills Drummers.
- b) Financial Update - Financials for September 2018 were discussed. Motion to Approve financials requested by Elizabeth Schmude and second by Alexandra Kotsikas.  
Motion approved at 7:26 pm.
- c) Staffing Update - Staff updates were shared with board members. Staff Updates were approved at 7:00 pm, Motion by Elizabeth Schmude and second by Troy Techau.  
Motion Approved.

17. UCP Seminole Charter School

- a) General Update – Update by Alexandra Kotsikas – Seminole campus celebrated a Fall festival that included characters and a snow cone making machine.
- b) Financial Update - Financials for September 2018 were discussed. Motion to Approve financials requested by Elizabeth Schmude and second by Alexandra Kotsikas. Motion approved at 7:26 pm.
- c) Staffing Update - Staff updates were shared with board members. Staff Updates were approved at 7:00 pm, Motion by Elizabeth Schmude and second by Troy Techau. Motion Approved.

18. UCP East Orange/Bailes Charter School

- a) General Update – Updates by Robert Prociak – The Bailes campus held a great Trunk and Treat event, great participation from the staff and families. Currently Robert Prociak and ABC staff are looking into building a new playground for the younger children.
- b) Financial Update - Financials for September 2018 were discussed. Motion to Approve financials requested by Elizabeth Schmude and second by Alexandra Kotsikas. Motion approved at 7:26 pm.
- c) Staffing Update - Staff updates were shared with board members. Staff Updates were approved at 7:00 pm, Motion by Elizabeth Schmude and second by Troy Techau. Motion Approved.

19. UCP West Orange Charter School -

- a) General Update – Update by Dr. Wilkins - West Orange campus is doing very good, they recently held a Fall festival that had very good participation from staff and families
- b) Financial Update - Financials for September 2018 were discussed. Motion to Approve financials requested by Elizabeth Schmude and second by Alexandra Kotsikas. Motion approved at 7:26 pm.
- c) Staffing Update - Staff updates were shared with board members. Staff Updates were approved at 7:00 pm, Motion by Elizabeth Schmude and second by Troy Techau. Motion Approved.

20. Compliance Update

**Board Resignations** - No board member resignations –

**New Members** – Traci Glodery has completed board member requirements for Orange County.

**Meeting was adjourned at 7:40 pm.**

**Minutes prepared by: Rosina Padilla**

**Minutes Approved by Board on: January 10, 2019 at 6:31 pm**

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Angela Alban – Board Chair