Charter School Board of Directors Meeting  
May 2nd, 2019 – Minutes

Charter Board Members In attendance: Alexandra Kotsikas, Karen Dunne, Traci Glodery, Angela Alban, Troy Techau, Beth Schmude (proxy)  
Staff in Attendance:  
Dr. Ilene Wilkins, Rosina Padilla, Tony Rodriguez  
Guest in Attendance:  
Linda Brandt, Tameika Dosier

1. Meeting was called to order at 6:15 pm by Angela Alban.  
   Introductions were made from all present.
2. Approval of prior Charter School Board meeting’s minutes – 
   a) Minutes for meeting of March 7th, 2019 - were approved at 6:20 pm, Motion by Alexandra Kotsikas, second by Karen Dunne. Motion passed.
3. Instructional Updates – Schools are preparing for end of school year, FSA Testings in all schools are now completing. Students academic progress reviews are now ongoing. Robotic clubs are now implemented at all schools. Pine Hills campus received the Pass grant to support instruction.
4. Upcoming Agency Events/Updates 
   a) May 7th - Young Executive Counsel – Fundraiser – All funds will benefit summer scholarships  
   b) October 18, 2019 - UCP Faces behind The Miracle Breakfast 2019  
5. Finance Updates – Consortium Wide – Currently, OCPS is still not caught up (have not received the February FTE adjustment). However, our internal audit indicates we are overall tracking to reach our budgeted revenue.
6. Enrollment Updates – All campus are currently working with enrollment and we continue to grow and market the Elementary enrollment.
7. Staffing/Personnel Updates
a) Review/Approval New Hires/Terminations –
b) New Universal Studios Grant – We received a new grant to support Paras to become teachers.

8. Legislative Issues
   i) Certified Match Medicaid Billing – We have started billing for Medicaid match and are still working on the credentialing process for staff providing medicaid charter services. Being one of the first schools billing Medicaid for charter services, has been a challenge, this is a new program and many processes are still not in place. We continue working with the State to credential our charter treatment providers, including Nurses and Behavior Therapists.

9. Facility Updates –
   a) Presentation by Tony Rodriguez, Director of Facilities – Tony Rodriguez presented to the board an overview of facilities maintenance procedures, process for emergency maintenance at the schools, overview of BaseCamp portal for maintenance requests, and weekly work distribution based on individual campus needs.
   b) We continue to look for a location to build and expand the West Orange Campus. UCP administrative offices will be relocating to the second floor of the new building leased for the Bailes campus, this new building will house all Kindergarten and above Bailes students.

10. Legal/Other Updates -
    a) UCP East Orange Amendment Issue – We continue to work with OCPS for a positive resolution related to the ‘split’ of the new East Orange Campus. They have agreed to a one year amendment.

11. UCP Downtown/BETA Charter Board
    a) General Update – No updates
    b) Financial Update - Financials for March 2019 were discussed. Motion to Approve financials requested, motion approved by Troy Techau and second by Traci Glodery. Motion approved at 7:42 pm.
    c) Staffing Update - Staff updates for the month of 2/1/19 – 3/30/19 were shared with board members. Staff Updates were approved at 6:31 pm, Motion by Karen Dunne and second by Traci Glodery. Motion Approved.

12. UCP Transitional Learning Academy Middle and High School Charter Board –
    a) General Update – TLA is currently in the process of planning additional classrooms and expansion for the next school year.
b) Financial Update - Financials for March 2019 were discussed. Motion to Approve financials requested, motion approved by Troy Techau and second by Traci Glodery. Motion approved at 7:42 pm.

c) Staffing Update - Staff updates for the month of 2/1/19 – 3/30/19 were shared with board members. Staff Updates were approved at 6:31 pm, Motion by Karen Dunne and second by Traci Glodery. Motion Approved.

13. UCP Osceola Charter School

a) General Update – Osceola campus had finished picture day. Currently holding a food drive and planning a food drive for the summer to support families.

b) Financial Update - Financials for March 2019 were discussed. Motion to Approve financials requested, motion approved by Troy Techau and second by Traci Glodery. Motion approved at 7:42 pm.

c) Staffing Update - Staff updates for the month of 2/1/19 – 3/30/19 were shared with board members. Staff Updates were approved at 6:31 pm, Motion by Karen Dunne and second by Traci Glodery. Motion Approved.

14. UCP Pine Hills Charter School –

a) General Update - No updates

b) Financial Update - Financials for March 2019 were discussed. Motion to Approve financials requested, motion approved by Troy Techau and second by Traci Glodery. Motion approved at 7:42 pm.

c) Staffing Update - Staff updates for the month of 2/1/19 – 3/30/19 were shared with board members. Staff Updates were approved at 6:31 pm, Motion by Karen Dunne and second by Traci Glodery. Motion Approved.

15. UCP Seminole Charter School

a) General Update – Seminole campus had school picture day. Held a coat drive for students. Had a food collection drive for the food pantry and working on holding another uniform exchange.

b) Financial Update - Financials for March 2019 were discussed. Motion to Approve financials requested, motion approved by Troy Techau and second by Traci Glodery. Motion approved at 7:42 pm.

c) Staffing Update - Staff updates for the month of 2/1/19 – 3/30/19 were shared with board members. Staff Updates were approved at 6:31 pm, Motion by Karen Dunne and second by Traci Glodery. Motion Approved.
16. UCP East Orange/Bailes Charter School
   a) General Update – Currently working and preparing for FSA testing, holding an FSA parent information night.
   b) Financial Update - Financials for March 2019 were discussed. Motion to Approve financials requested, motion approved by Troy Techau and second by Traci Glodery. Motion approved at 7:42 pm.
   c) Staffing Update - Staff updates for the month of 2/1/19 – 3/30/19 were shared with board members. Staff Updates were approved at 6:31 pm, Motion by Karen Dunne and second by Traci Glodery. Motion Approved.

17. UCP West Orange Charter School -
   a) General Update – Update by Tameika Dozier – The West Orange campus held various activities during the Holidays, they made holiday wreaths, created holiday baskets and raffled them. All classrooms were decorated, and activities included fun for students and families.
   b) Financial Update - Financials for March 2019 were discussed. Motion to Approve financials requested, motion approved by Troy Techau and second by Traci Glodery. Motion approved at 7:42 pm.
   c) Staffing Update - Staff updates for the month of 2/1/19 – 3/30/19 were shared with board members. Staff Updates were approved at 6:31 pm, Motion by Karen Dunne and second by Traci Glodery. Motion Approved.

18. Compliance Update
   **Board Resignations** – Two board members resigned; Jennifer Johnson and Shavaughn Toole.
   **New Members** – Mrs. Tameika Dozier is in process representing the West Orange campus. Linda Brandt is in process representing the Bailes Campus.

   **Meeting was adjourned at** 7:46 pm.

   **Minutes prepared by:** Rosina Padilla

   **Minutes Approved by Board on:** 9/19/2019 at 6:33 pm