Charter School Board of Directors Meeting  
September 19, 2019 – Minutes

Charter Board Members In attendance: Robin Murray, Alexandra Kotsikas, Traci Glodery, Angela Alban, Troy Techau, Matias Trevino, Sean Lyles (proxy)  
Staff in Attendance:  
Dr. Ilene Wilkins, Rosina Padilla, Steve Judy, Tony Rodriguez  
Guest in Attendance:  
Stephen Hibbard, Tracy S. Fair, Houda Marchani

1. Meeting was called to order at 6:06 pm by Dr. Ilene Wilkins.  
   Introductions were made from all present.
2. Approval of prior Charter School Board meeting’s minutes –  
   a) Minutes for meeting of May 2\textsuperscript{nd}, 2019 - were approved at 6:33 pm, Motion by Traci Glodery, second by Robin Murray. Motion Passed.  
   b) Minutes for Tele Conference of July 11\textsuperscript{th}, 2019 – were approved at 6:34 pm, Motion by Alexander Kotsikas, second by Robin Murray. Motion Passed.
3. Facility Updates – Tony Rodriguez, Director of Facilities made a presentation of all Schools facilities updates for the month of June – August 2019.
4. Instructional Updates – The schools had a great start to the new school year. Orange county schools received a maintaining grade. Osceola and Seminole did not receive a grade due to the cell count. We have added I-Ready Math curriculum to all schools. A new curriculum called “Teach Town” has now been implemented at the schools, Teach town is a curriculum for students in the Autism spectrum that supports activities and lessons that aligns with students individual IEP goals . SMARTt boards in many classrooms have now been replaced with interactive white boards Ricoh. We also launched “Care Monkey” portal to support with student back to school in all the schools.
5. Approval of Out of Field Teachers – Out of Field teachers were approved after recommended staff name spelling corrections.
   a) Out of Field Teachers were approved at 6:47 pm. Motion By Alexandra Kotsikas, second by Troy Techau. Motion Passed.

6. Upcoming Agency Events/Updates:
   a) October 21st, 2019 – Kiwanis 45th Annual Golf Tournament - Fundraiser
   b) October 25th, 2019 - UCP Faces behind The Miracle Breakfast 2019
   c) November 2nd, 2019 – Lake Scary 5K
   d) UCP Poker Event – March 27th, 2020
   e) UCP Evening At The Palace Gala – March 28th, 2020

7. Finance Updates – Consortium Wide
   a) OCPS FTE Reimbursement Update – Currently, In conversations with OCPS due to Pre K funds reimbursement still pending.

8. Staffing/Personnel Updates
   a) Teacher Recruitment – Continues to be a challenge and the education team brainstorms ideas to recruit new Teachers. A program in cohort format has been formed with partnership of Valencia College and UCF to support para’s to become teachers funded through a grant from Universal Orlando Foundation.
   b) New Chief Operating Officer – The agency board recommended a new COO position and after various candidates interviews we have now hired a candidate for the COO position.

9. Legislative Issues
   i) HB7069 Lawsuit – This lawsuit is still pending a final outcome.
   ii) Certified Match Medicaid Billing – We are now receiving reimbursement for treatments provided a great advanced with this program. We continue working with the State to credential our Nurses, school psychologist and counselors and Behavior Therapists.

10. Enrollment Updates – All campus are currently working with enrollment, we had a good start to the school year with enrollment and continue working to grow the enrollment specially with the Elementary grades.
11. School Safety/Mental Health Updates – All schools are required to have a Safety Resource Officer at the schools from Bell to Bell. Orange County schools have been a challenge with officers as they will only provide an off-duty officer.s. Seminole and Osceola have guaranteed SRO coverage. Board members requested that outline for SRO’s duties be sent to the schools. Mr. Higgins continues to explore the Guardian option but currently no one is available. Outline has been sent to all schools by Dr. Wilkins.

12. Legal/State Complaint Updates -
   a) UCP East Orange/NameThe district expressed concern with the use of “Bailes Community Academy” as a name as that is not the name of the school in the charter. We will be more diligent in using UCP East Orange Charter School

13. Strategic Planning – The agency is now working on a SWOT Review of the agency with the support of the leadership team.

14. UCP East Orange @ (BCA) Charter School
   a) General Update – The school administration has done a great work organizing traffic patterns for drop off and pick up of students. The students are currently working in a project base learning Vegetable garden housed in school outside grounds. 2nd and 3rd grade are learning about Native Americans.
   b) Financial Update - Financials for July 2019 were discussed with Charter Board members. Motion to Approve financials requested, motion approved by Troy Techau and second by Alexandra Kotsikas. Motion approved at 7:40 pm.
   c) Staffing Update – New Hires for the months of 7/1/19 – 9/15/19 were shared with board members, Staff terminations for the month of 5/1/2019 – 8/30/2019 were shared with board members. Staff Updates were approved at 7:45 pm, Motion by Matias Trevino and second by Robin Murray. Motion Approved.

15. UCP East Orange @ (BECA) –
   a) General Update – First day of school was great and meet the teacher went well with the support of the school AST team. Currently we are hiring an assistant school principal for the school.
b) Financial Update - Financials for July 2019 were discussed with Charter Board members. Motion to Approve financials requested, motion approved by Troy Techau and second by Alexandra Kotsikas. Motion approved at 7:40 pm.

c) Staffing Update - New Hires for the months of 7/1/19 – 9/15/19 were shared with board members, Staff terminations for the month of 5/1/2019 – 8/30/2019 were shared with board members. Staff Updates were approved at 7:45 pm, Motion by Matias Trevino and second by Robin Murray. Motion Approved.

16. UCP Downtown/BETA Charter School -

a) General Update – Update by Matias Trevino – The new school principal is great and has done great changes at the school including improve traffic pattern for pick up and drop offs of the student. The children had a career day with beautiful props and story telling, great interaction of staff.

b) Financial Update - Financials for July 2019 were discussed with Charter Board members. Motion to Approve financials requested, motion approved by Troy Techau and second by Alexandra Kotsikas. Motion approved at 7:40 pm.

c) Staffing Update - New Hires for the months of 7/1/19 – 9/15/19 were shared with board members, Staff terminations for the month of 5/1/2019 – 8/30/2019 were shared with board members. Staff Updates were approved at 7:45 pm, Motion by Matias Trevino and second by Robin Murray. Motion Approved.

17. UCP Osceola Charter School –

a) General Update – Troy Techau and Traci Glodery shared – The school had picture day great event and families and children were able to participate in picture day. Classrooms look great, Great Teacher – student interaction, The school looks very good. The Osceola campus also held their first book fair of the school year with great success.

b) Financial Update - Financials for July 2019 were discussed with Charter Board members. Motion to Approve financials requested, motion approved by Troy Techau and second by Alexandra Kotsikas. Motion approved at 7:40 pm.

c) Staffing Update - New Hires for the months of 7/1/19 – 9/15/19 were shared with board members, Staff terminations for the month of 5/1/2019 – 8/30/2019 were
shared with board members. Staff Updates were approved at 7:45 pm, Motion by Matias Trevino and second by Robin Murray. Motion Approved.

18. UCP Pine Hills Charter School
   a) General Update – Tracy Fair shared – The school celebrated Hispanic Heritage month with great success and staff student participation. Currently Fall festival planning is ongoing. Teachers and students are engaged, classrooms look very nice.
   b) Financial Update - Financials for July 2019 were discussed with Charter Board members. Motion to Approve financials requested, motion approved by Troy Techau and second by Alexandra Kotsikas. Motion approved at 7:40 pm.
   c) Staffing Update - New Hires for the months of 7/1/19 – 9/15/19 were shared with board members, Staff terminations for the month of 5/1/2019 – 8/30/2019 were shared with board members. Staff Updates were approved at 7:45 pm, Motion by Matias Trevino and second by Robin Murray. Motion Approved.

19. UCP Seminole Charter School
   a) General Update – Alexandra Kotsikas shared – The Seminole campus is preparing for the fall festival celebrations. On October 23rd, the school will hold a family movie night.
   b) Financial Update - Financials for July 2019 were discussed with Charter Board members. Motion to Approve financials requested, motion approved by Troy Techau and second by Alexandra Kotsikas. Motion approved at 7:40 pm.
   c) Staffing Update - New Hires for the months of 7/1/19 – 9/15/19 were shared with board members, Staff terminations for the month of 5/1/2019 – 8/30/2019 were shared with board members. Staff Updates were approved at 7:45 pm, Motion by Matias Trevino and second by Robin Murray. Motion Approved.

20. Transitional Learning Academy (TLA) Charter School -
   a) General Update – Universal Studios volunteer program cleaned the playground and conditioned the playground for student use. The students had a good start to the school year and increased enrollment.
   b) Financial Update - Financials for July 2019 were discussed with Charter Board members. Motion to Approve financials requested, motion approved by Troy Techau and second by Alexandra Kotsikas. Motion approved at 7:40 pm.
c) Staffing Update - New Hires for the months of 7/1/19 – 9/15/19 were shared with board members, Staff terminations for the month of 5/1/2019 – 8/30/2019 were shared with board members. Staff Updates were approved at 7:45 pm, Motion by Matias Trevino and second by Robin Murray. Motion Approved.

21. UCP West Orange Charter School –
   a) General Update – Houda Marchani shared – The school has a great Principal. A welcome breakfast was organized. A very nice grandparent day celebration was held. Currently working on Fall festival celebrations. In the month of October an Anti bullying program will be held with workshops for parents. A Bake sale will be held.
   b) Financial Update - Financials for July 2019 were discussed with Charter Board members. Motion to Approve financials requested, motion approved by Troy Techau and second by Alexandra Kotsikas. Motion approved at 7:40 pm.
   c) Staffing Update - New Hires for the months of 7/1/19 – 9/15/19 were shared with board members, Staff terminations for the month of 5/1/2019 – 8/30/2019 were shared with board members. Staff Updates were approved at 7:45 pm, Motion by Matias Trevino and second by Robin Murray. Motion Approved.

22. Compliance Update –
   a) Governance – UCP is currently on boarding new charter board members to represent all 8 campuses.

   **Board Resignations** – No Board Resignations

   **New Members** – Charter Board voted for new members: Stephen Hibbard representing UCP Seminole campus. Tracy Fair representing UCP Pine Hills and Houda Marchani representing UCP West Orange Campus.

   New Board Members were approved at 8:11 pm, Motion by Troy Techau and second by Traci Glodery. Motion Approved.

**Meeting was adjourned at** 8:20 pm.

**Minutes prepared by:** Rosina Padilla

**Minutes Approved by Board on:**