Charter School Board of Directors Meeting
January 9th, 2020 – Minutes

Charter Board Members In attendance: Elizabeth Schmude, Alexandra Kotsikas, Traci Glodery, Troy Techau (proxy), Elizabeth Derilus, Stephen Hibbard, Angela Alban - via Teleconference.

Staff in Attendance:
Dr. Ilene Wilkins, Rosina Padilla, Steve Judy, Tony Rodriguez

Guest in Attendance:
Houda Marchani, Yvonne Ilasi, Tara Perry

1. Meeting was called to order at 6:02 pm by Angela Alban.
   Introductions were made from all present.


3. Update on School Safety – No updates.

4. Approval of prior Charter School Board meeting’s minutes –
   a) Minutes for meeting of November 7th, 2019 - were approved at 6:22 pm, Motion by Alexandra Kotsikas, second by Beth Schmude. Motion Passed.
   b) Special Meeting Conference call held December 17, 2019 at 10:00 am – Minutes were approved at 6:23 pm. Motion by Traci Glodery, second by Alexandra Kotsikas. Motion Passed.

5. Instructional Updates – Testing Season has started. We are currently holding meetings to assess and review individual students progress; these meetings are held with the education team and the individual teams that works with the student. The meetings support identifying individual student needs, updating students IEP’s and providing students additional service needs.

6. Upcoming Agency Events/Updates:
a) Point of Entry Tours – We will bring back point of entry tours; these tours are meant to introduce the community to our organization and schools, and for the community to “meet our mission” by visiting and touring UCP schools, this will allow guests to see the difference we make every day in our student’s life.

Dr. Wilkins invited board members to participate in this important event by inviting friends and known members of the community. Traci Glodery, board member requested a marketing packet. Elizabeth Derilus, board member requested streaming via social media the different events held at our schools.

b) UCP Poker Event – March 27th, 2020
c) UCP Evening at The Palace Gala – March 28th, 2020

7. Finance Updates – Consortium Wide we are doing well on budget. We now have an arrangement to receive payments on pending funds from OCPS (for Oct FTE count).

8. Staffing/Personnel Updates – We hired a new Senior Director of Development, Nancy Mireles, we also hired an Assistant Principal for the Downtown/BETA campus, Tiara Daniels and a Co-Principal for the East Orange Campus, Bailes/BECA, Amanda Jacobs.

a) Teacher Recruitment – We continue to focus on Teacher Recruitment and also bringing our Paras along with the Pathway to Teacher grant.

b) Best and Brightest Bonus/School Recognition Monies – Part 1 of the Best and Brightest Bonuses were distributed per the policy reviewed/approved by the Board in December. Also we used the CIGNA rebate to provide a $100 Gift card and fleece jacket for all staff at the holidays. These were very way received.

c) Out of Field Approval – Out of Field List of Teachers for the February Count was discussed, and a Motion for Board Approval was requested. Motion to Approve Out of Field Teachers, 1st motion by board Member Elizabeth Schmude, 2nd Motion by Traci Glodery. Out of Field was approved at 6:45 pm.

9. Legislative Issues

i) Pending Legislation – We are working with legislators on a bill to streamline enrollment for the certified Medicaid Match.

10. Enrollment Updates – Enrollment is well across all schools. BCA continues to be low in enrollment due to the late start of the school.
11. Mental Health Updates – We have now hired two clinical counselors and have two interns supporting them. A grant received from Orange County (Government) for social skills for all Orange County schools.

12. Legal/State Complaint Updates – None currently.

13. UCP East Orange @ (BCA) Charter School
   a) General Update – Update by Dr. Wilkins –
      i) Amendment Update/New Charter Application – New charter application is in the process of being updated for the February 1, 2020 deadline for Kindergarten through eighth grade charter school.

      Update by Yvonne Ilasi – parent and prospective Board Member – The school held a popcorn mania that was a success, the students had a very successful Santa work shop, BCA students created different holiday themed arts and crafts and held a shop to sell the holidays items to the families and employees of UCP, items were all sold out.

   b) Financial Update - Financials for November 2019 were discussed with Charter Board members, questions answered by Dr. Wilkins. Motion to Approve financials requested, motion approved by Alexandra Kotsikas and second by Elizabeth Derilus. Motion approved at 6:37 pm.

   c) Staffing Update – New Hires for the months of 9/1/2019 – 10/30/19 were shared with board members, Staff terminations for the month of 8/15/19 – 11/5/2019 were shared with board members. Staff Updates were approved at 6:56 pm, Motion by Alexandra Kotsikas and second by Traci Glodery. Motion Approved.

14. UCP East Orange @ (BECA) –
   a) General Update – Update by Dr. Wilkins – UCP EO @ Bailes Early Childhood Academy now has a new Co Principal that started at the beginning of January/2020, her name is Amanda Jacobs. The items requested for OCPS related to the PreK Allocation was all submitted and no further updates have been requested.

   b) Financial Update - Financials for November 2019 were discussed with Charter Board members, questions answered by Dr. Wilkins. Motion to Approve financials requested, motion approved by Alexandra Kotsikas and second by Elizabeth Derilus. Motion approved at 6:37 pm.
Staffing Update - New Hires for the months of 10/15/2019 – 1/2/2020 were shared with board members, Staff terminations for the month of 10/15/2019 – 12/31/2019 were shared with board members. Staff Updates were approved at 7:32 pm, Motion by Traci Glodery and second by Elizabeth Schmude. Motion Approved

15. UCP Downtown/BETA Charter School -
   a) General Update – No updates
   b) Financial Update - Financials for November 2019 were discussed with Charter Board members, questions answered by Dr. Wilkins. Motion to Approve financials requested, motion approved by Alexandra Kotsikas and second by Elizabeth Derilus. Motion approved at 6:37 pm
   c) Staffing Update - New Hires for the months of 10/15/2019 – 1/2/2020 were shared with board members, Staff terminations for the month of 10/15/2019 – 12/31/2019 were shared with board members. Staff Updates were approved at 7:32 pm, Motion by Traci Glodery and second by Elizabeth Schmude. Motion Approved

16. UCP Osceola Charter School –
   a) General Update – Update by Traci Glodery – Osceola campus had a successful end of year winter carnival. The school had different activities, pictures with Santa and a Snowman. Funding received from a sponsor was used to buy items needed for the school and for the students. A food drive was held sponsoring 10 families for the Holidays. The school held a raffle for fundraising and raised over one thousand dollars. The art room in the second floor was converted into a classroom for students that need more focus in a smaller setting. Board member Troy Techau updated on the present expansion and partnership with Breakthrough Therapy offering ABA services to the students.
   The Charter Renewal was submitted and pending School Board approval in February.
   b) Financial Update - Financials for November 2019 were discussed with Charter Board members, questions answered by Dr. Wilkins. Motion to Approve financials requested, motion approved by Alexandra Kotsikas and second by Elizabeth Derilus. Motion approved at 6:37 pm
c) Staffing Update - Staffing Update - New Hires for the months of 10/15/2019 – 1/2/2020 were shared with board members, Staff terminations for the month of 10/15/2019 – 12/31/2019 were shared with board members. Staff Updates were approved at 7:32 pm, Motion by Traci Glodery and second by Elizabeth Schmude. Motion Approved

17. UCP Pine Hills Charter School
a) General Update – Update by Dr. Wilkins - The Pine Hills Campus received a community grant that will be used to add a ramp and a new playground structure to the school.

b) Financial Update - Financial Update - Financials for November 2019 were discussed with Charter Board members, questions answered by Dr. Wilkins. Motion to Approve financials requested, motion approved by Alexandra Kotsikas and second by Elizabeth Derilus. Motion approved at 6:37 pm

c) Staffing Update - Staffing Update – New Hires for the months of 10/15/2019 – 1/2/2020 were shared with board members, Staff terminations for the month of 10/15/2019 – 12/31/2019 were shared with board members. Staff Updates were approved at 7:32 pm, Motion by Traci Glodery and second by Elizabeth Schmude. Motion Approved.

18. UCP Seminole Charter School -

a) General Update – Update by Alexandra Kotsikas – Seminole campus set up an Apple giving tree to support teachers with materials for their schools. The school held a very successful teach in day career presentations, parents and community professional joined the event, including the School SRO, students enjoyed all the career presentations. The school also held a donut and coffee fundraiser and a Holiday celebration for the teachers.

UCP Seminole is due for renewal at the end of June 2020.

b) Financial Update - Financial Update - Financials for November 2019 were discussed with Charter Board members, questions answered by Dr. Wilkins. Motion to Approve financials requested, motion approved by Alexandra Kotsikas and second by Elizabeth Derilus. Motion approved at 6:37 pm
c) Staffing Update - Staffing Update – New Hires for the months of 10/15/2019 – 1/2/2020 were shared with board members, Staff terminations for the month of 10/15/2019 – 12/31/2019 were shared with board members. Staff Updates were approved at 7:32 pm, Motion by Traci Glodery and second by Elizabeth Schmude. Motion Approved.

19. Transitional Learning Academy (TLA) Charter School -
   a) General Update – No updates.
   b) Financial Update - Financial Update - Financials for November 2019 were discussed with Charter Board members, questions answered by Dr. Wilkins. Motion to Approve financials requested, motion approved by Alexandra Kotsikas and second by Elizabeth Derilus. Motion approved at 6:37 pm
   c) Staffing Update - Staffing Update – New Hires for the months of 10/15/2019 – 1/2/2020 were shared with board members, Staff terminations for the month of 10/15/2019 – 12/31/2019 were shared with board members. Staff Updates were approved at 7:32 pm, Motion by Traci Glodery and second by Elizabeth Schmude. Motion Approved

20. UCP West Orange Charter School –
   a) General Update – Update by Houda Marchani –The school held a make and take visual support for parents. Whisper Oaks Elementary donated toys for the students. The staff held an ugly sweater competition. The teachers held a festival around the world for the students, allowing each class to pick the country they were interested to learn about, the students learned about Holiday celebrations worldwide and held different activities to celebrate their country of choice. The West Orange campus also held a law enforcement appreciation celebration day.
   b) Dr. Wilkins updated the Board about new land in negotiation stage for the UCP West Orange Campus new building expansion
   c) Financial Update - Financial Update - Financials for November 2019 were discussed with Charter Board members, questions answered by Dr. Wilkins. Motion to Approve financials requested, motion approved by Alexandra Kotsikas and second by Elizabeth Derilus. Motion approved at 6:37 pm
Staffing Update - Staffing Update – New Hires for the months of 10/15/2019 – 1/2/2020 were shared with board members, Staff terminations for the month of 10/15/2019 – 12/31/2019 were shared with board members. Staff Updates were approved at 7:32 pm, Motion by Traci Glodery and second by Elizabeth Schmude. Motion Approved

21. Compliance Update –

a) Governance – New Board Member – Stephen Hibbard representing UCP Seminole campus has completed all required Charter Board member requirements and is now a board member.
b) UCP is currently on boarding new charter board members to represent all 8 campuses.

Board Resignations – None

Meeting was adjourned at 7:33 pm.
Minutes prepared by: Rosina Padilla
Minutes Approved by Charter Board on 3/5/2020 at 6:09pm.