



**Charter School Board of Directors Meeting
 May 25, 2023 – 6pm – 7:30pm
 Location: Zoom**

1. Welcome/Introductions

Board Member	Present
Angela Alban	No
Sean Lyles	No
Yvonne Ilasi	Yes
Carla Holoman	No
Delitza Fernandez	Yes
Troy Techau	Yes
Traci Glodery	Yes
Danicka Ransom	Yes
Ida Civil	Yes
Alexandra Kotsikas	No
Annye Refoe	Yes
Elizabeth Schmude	Yes
April Garrison	No
Houda Marchani	Yes
Stephen Hibbard	Yes
Helena McCabe	Yes

2. Approval of prior meeting’s minutes – March 2023. Motion was made by Annye Refoe second by Delitza Fernandez. Motion carried.

3. Update on Facilities and Safety

Modular – PH – We have a vendor and a permit. With the timing of how long it takes to do the work, we are unsure if we can complete all the major work prior to school starting in August. Mr. Jacobs will be meeting with the GC and the principal of PH to go over options next week. TLA – AC Project – Project is set to start in June. Phase I will be completed in four – five weeks and done before school starts in August. DT Kitchen – Signed contract and work is set to start the first week of school.

DT Renovation Project – This project is going to be put on hold for now. We were not able to get the comments addressed by the architect in time to get the permit issued. DT Roof Project – Vendor has been selected and work will begin the first or second week of June. Osceola land project – Some additional parcels have been identified and we will be considering those for future site. Working on summer schedules to ensure all of our campus projects can be completed. Tony Rodriguez (Director of Facilities) is retiring after 23 years and we are looking for a replacement for his position. His last day will be 6/30/23. Ilene spoke with regards to adding some additional projects to the capital list and possibly be able to fund them through some stimulus dollars. There was a robust conversation about the Osceola land opportunities and the different parcels we are considering. Troy shared information about Tommy Tomkins and how his foundation may be able to help UCP. Dr. Wilkins will have a conversation.

4. Curriculum and Instruction Updates

Dr. Scott – Math Updates – we have acquired several grants throughout the school. They were able to secure science and math leads on every campus. Family science night has taken place as well as science fairs. For 5th and 8th graders, we have a trip scheduled to Orlando Science and KSC next school year. ELA has teams at every campus. They are continuing to train the staff throughout the summer. They are seeing the gains of the students. They have partnered with the Reed Foundation, to train a staff in the Orton Gillingham. PH will be the next school that sends a staff to be trained through them. Other field trips have been scheduled that focus on art. Community partnership with CVS, over 700 volunteers and a donation of \$35,000 and put together over 80 visual binders, 25 self-contained calming bins and other items for our students. Also able to put together back to school kits for the students and students. Last year 3rd grade retention rate was 33%, this year our retention rate it was 18%. We are extremely excited about that. With regards to the book project, we are in the process of scanning all books that are utilized on all campuses. All books will be vetted and approved by the curriculum team.

5. Upcoming Agency Events /Updates

We had Morning at the Museum event. June 5th starts Summer learning academy, which is funded through the stimulus funds. This will allow students to make up learning gains.

After much contemplation, UCP of Central Florida (the agency) will be venturing into ABA services. It will be located at Bailes Campus on Science Drive with a small private school as well. We have a great BCBA, Director of Behavior, now employed by UCP. This was a determining factor in doing this project. The Director will ensure that all of the most up to date training will be put into place.

New Education Academy will be provided for all new education staff as well as staff who started mid-year. This year the training will be five days and will include verbal Deescalation and classroom management.

6. Finance Updates – Consortium Wide

a. Budget FY24 Update

We are officially in the 10th month of financials. You will see the highlights, most of the campuses did not meet their enrollment goals for this year. They did surpass their goals from last year. The other thing you will notice, is we have continued to get additional grants and stimulus funds. Remember those grants do end on September 30, 2024 so we will have to keep that in mind for future spending. A budget summary presentation was given by Dr. Ilene with the plan to review/vote on final budget in July. This summarized how the revenues and expenses are developed. We use the FTE budget, with a 1 ½% increase for this next year. Campuses will have limited TBD's for this year. Overall we are projecting about enrollment of 5% growth. ESSERS grant funding and Literacy Grant's have been awarded and in this years budget. We are looking how to budget the positions after the revenue runs out in 2024. There are other federal grants which are reoccurring. If the debt ceiling isn't resolved, we could be impacted. What makes up the different expenses that are in our budget. We got our General Liability renewal and it had a 37% increase over last year. Health insurance we are expecting a 10% increase over last year. We are exploring self-insuring for health insurance. We have a meeting in two weeks to discuss this. We have done a great job on the Workers Comp side. We have allocated a 3-5% raise based on performance for this next year. We have also looked at performance bonuses. There is also a new law that came out that mandates that

the districts share their percentage of millage – more information on this will be forthcoming.

Motion to approve the charter financials was made by Traci Glodery and Beth Schmude made the second. Motion carried.

7. Staffing/Personnel Updates

a. Teacher/Paraprofessionals Recruitment & Retention

Our challenge continues to be staffing recruitment and retention this year though things have improved. The J1 Teacher program has been mostly a very big success with two of our J-1 teachers have been nominated as teacher of the year for their campus. Motion to approve the Personnel Rosters was made by Beth Schmude and the second was made by Traci Glodery. Motion carried.

8. Legislative Issues

a. Budget Updates – Florida Legislation

Until we get the final reimbursement rate, we will not know how the budget ended up. there is many new laws that will take effect for next year. We will be developing the trainings and requirements for next year based on these changes as more information becomes available.

b. Other new legislation

9. Mental Health and Support Service Updates - Youth Mental Health Training

Last year, there was a statute that stated that 80% of the staff had to be trained in mental health. This has to be done by June 30, 2023 and UCP Charter Schools are on track to complete this

10. Enrollment Updates

a. Charter Enrollment Updates – FY24

Campuses have been busy enrolling. A few campuses have some challenges. Most look pretty good. Board members were requested to share the items on social media to help us reach more potential parents.

11. Legal/State Complaint Updates

No legal complaints to update on.

12. UCP BCA Charter School

a. General Update

Chris Browning gave the update. May was a busy testing and successful season. Focused on PM3. It was an all hands on deck and the scores coming in are promising.

Students went on several field trips including Epcot and Fun Spot. Dr. I gave kudos to the staff for what a great job they did this past year.

b. Financial Update

c. Staffing Update

13. UCP East Orange/BECA

a. General Update

Marlene Wilson gave the update for BECA. They have made good strides this year.

They had several in-house field trips. Teacher appreciation was held and made sure they felt appreciated. They treated them to Olive Garden lunch. 58 pre-k students graduated. They were very excited to receive the summer learning backpacks. They had their Special Olympics and had the children display their skills.

b. Financial Update

c. Staffing Update

14. UCP Downtown/BETA Charter School

a. General Update

Elaine Martinez gave the update. Testing was just completed. 91% of their children are returning. Had some fun things for the kids this week. Kona Ice, dance party, class parties, bounce house. It was exciting after the testing. Looking forward to the things in the coming year.

b. Financial Update

c. Staffing Update

15. UCP Osceola Charter School

a. General Update

Tracy gave the update. Pictures with parents. I-XL through the month of April.

Teacher Appreciation week with breakfast one day and lunch one day. PTO held a raffle which finished. Did well with that. Trip to Animal Kingdom and it was great. recommend going in spring next year.

b. Financial Update

c. Staffing Update

16. UCP Pine Hills Charter School

a. General Update

James Oliver gave the update. Wrapped up testing this month. Teacher appreciation week this week. Gave out gifts this week. Did a raffle and a giveaway. Had a science fair that finished. Had their field day this week. Special Olympics this past

week as well, soccer event and run. Therapy Gym will be remodeled starting next week. Rapping up tomorrow. Great year.

b. Financial Update

c. Staffing Update

17. UCP Seminole Charter School

a. General Update

Annye Refoe did the update. Summer school begins next week. Volunteers will be on site next week to refresh the front of the building. End of the year celebration this past week.

b. Financial Update

c. Staffing Update

18. Transitional Learning Academy (TLA) Charter School

a. General Update

Sasha Robson did the update. Finished up the testing. Did the school dance in April. Grad Bash with the seniors at Grad Bash. We received confirmation that they will come back next year. Graduated 18 students with the two standard diplomas. 4 students exit due to age and are moving on to work. Had some field trips and community-based instruction trips. Middle school STEM camp over the summer for one week. Finished up the tutoring in May.

b. Financial Update

c. Staffing Update

19. UCP West Orange Charter School

a. General Update

Desi Savage did the update. finished up the testing Monday. So proud of the students and their learning gains. Finished the field day, they had a great time. made snow cones. Tomorrow the first ever Clap Out for the first time for kids who have been there a long time. Danicka Ransom mentioned teacher appreciation this past week. Spirit night over the last two months. Spring egg hunt. Houda Marchani stated they were excited they had the graduation for pre-k and 5th at the nearby church, so the parents didn't have to travel. Excited about the summer and the arrival of the new principal. He will be on campus tomorrow.

b. Financial Update

c. Staffing Update

20. Compliance Update

a. Governance Updates

There are a few that still owe trainings. No other updates at this time.

b. Sunshine Laws

Dr. Ilene reminded Board members about Sunshine laws particular not talking to each about any item that may come up to the board in the future. Another Charter School got in a lot of legal trouble due to not following these laws.

Board Resignations/New Members

No resignations/new members at this time. We have some going through training.

Tracy Glodery made the motion to adjourn the meeting. Helena McCabe made the second motion. Motion carried.