



**Charter School Board of Directors Meeting
February 1, 2024 – 6pm – 7:30pm
Location: Zoom/Live**

| Board Member | Present |
|-----------------------|----------------|
| Angela Alban | Yes |
| Sean Lyles | Yes |
| Yvonne Ilasi | No |
| Carla Holoman | Yes |
| Delitza Fernandez | Yes |
| Troy Techau | Yes |
| Traci Glodery | Yes |
| Danicka Ransom | Yes |
| Ida Civil | No |
| Amy Venable | Yes |
| Lacy Jansson | No |
| Annye Refoe | Yes |
| Elizabeth Schmude | No |
| April Garrison | No |
| Houda Marchani (Dual) | Yes |
| Stephen Hibbard | Yes |
| Helena McCabe | Yes |

1. Welcome/Introductions

Chairman Angela Alban called the meeting to order.

2. Approval of prior meeting's minutes – November 2023

November minutes was brought to order. Chairman opened the floor for comments and questions. No comments or questions were made. A motion was made to approve the November Minutes by Traci Glodery and the second motion was made by Delitza Fernandez. A vote was taken, and the motion passed. The minutes were approved.

3. Approval of HR Terminations Report

HR Terminations Report was brought to order. Chairman opened the floor for comments and questions. No comments or questions were made. A motion was made to approve the

Reports by Sean Lyles and the second motion was made by Stephen Hibbard. A vote was taken, and the motion passed. The reports were approved.

4. Approval of HR New Hires Report

HR New Hires Report was brought to order. Chairman opened the floor for comments and questions. No comments or questions were made. A motion was made to approve the Reports by Traci Glodery and the second motion was made by Delitza Fernandez. A vote was taken, and the motion passed. The reports were approved.

5. Approval of HR Out of Field Report

HR Out of Field Report was brought to order. Chairman opened the floor for comments and questions. Dr. Ilene Wilkins briefly described what the reports were to the new board members and parents that participated. A motion was made to approve the Reports by Stephen Hibbard and the second motion was made by Traci Glodery. A vote was taken, and the motion passed. The reports were approved.

6. Approval of Finance Report – November

Reports were brought to order. The floor was open for comments or questions. Dr. Ilene Wilkins clarified concerns that were brought up in the last meeting regarding the month and when reports closed. Dr. Ilene also commented about the Board Overview meeting that will be hosted on February 20th at 7pm via zoom to discuss and train new board members and families on how this information is prepared and where funding comes from. The motion was made by Stephen Hibbard and the second by Traci Glodery. A vote was taken, and the motion passed. Finance report was approved.

7. Update on Facilities

Ken Jacobs gave an update on the facilities projects. An update on the Pine Hills Parking modular was given. Permits from the city were pending and were approved and the project should be completed soon. TLA first AC unit was installed during December Break. The second unit will be installed during Spring Break. Downtown working on getting a permit to start in May 2024. BECA and West Orange got new shades on their playground. West Orange 2nd part of the building will begin and hopefully be completed by the end of summer. Also working on getting the school fenced meeting the city of Winter Garden requirements. An update on Osceola land was given. Letter of intent was submitted for Oak Street.

Another company wants to purchase some of the land for sewage purposes. Hoping to have a contract soon. Board Member Stephen Hibbard questioned the possible fencing project and what it entailed. Ken Jacobs provided an answer on the City of Winter Garden requirements for fencing. Stephen Hibbard also had a question regarding the expansion of the second part of West Orange and what it will be. Ken Jacobs gave an update on the blueprint of the 2nd building and what it will look like.

8. Implementation update on SOP on Complaint

Dr. Ilene Wilkins discussed what the SOP on Complaint was and its process along with the grievance document. Troy Techau had a question regarding the documentation and brought a Statue that mentioned that board members must be assigned for grievance issues that cannot be resolved at a campus level. Also, he has concerns about getting to the grievance document that is found on the Charter School Website and how to make it easier to get to the compliance page. Liaisons have been assigned and were not voted in and needed to be revisited. Conversation was tabled since it was not on the agenda and will be discussed in the next meeting.

9. Curriculum and Instruction Updates

Curriculum and Instruction updated were given by Dr. Scott. Dr. Scott gave a presentation regarding retention and promotion to the 4th grade. She discussed the different interventions and Programs in place for students that are in the radar of retention. Letters of notice are sent to parents stating that their children are on the radar and the plans in place to help close the gaps. Good Cause Exemption and 4th grade promotion with Good Cause Exemption process and requirements were discussed and presented. Remedial camps such as Summer Learning Camps were discussed and the eligibility of the program. At home resources were provided at the end of the presentation for the board to review. Danicka Ransom commented and questioned if parents had access to this information. Dr. Kathryn Scott mentioned having a consortium wide 3rd parent meeting and inquired from the board what would be the best time to host this meeting due to lack of attendance in prior years. Dr. Ilene Wilkins mentioned that some of this information is shared on the parent newsletters that is sent out monthly. Delitza Fernandez asked if parents are communicated about the difference between School Year IEP accommodation Vs. Summer IEP Accommodations. Anna O Connor Morin briefly explained the differences between the 2 services. Chairman Angela Alban commented on the importance of having this information

shared with all the families so the school and parents can work together in helping the children academically.

10. Upcoming Agency Events /Updates

Dr. Ilene Wilkins discussed the upcoming Gala and Poker Night events.

11. Staffing/Personnel Updates

Dr. Ilene Wilkins introduced the new Principal for Osceola and the interview process. The new Principal should be starting in the next couple of weeks.

12. Retention

Dr. Ilene Wilkins explained the various stimulus funds that were available and the bonuses to help with staff retention. Federal grant for school leaders and teachers was discussed.

13. Project Elevate Update

Dr. Ilene Wilkins gave an update on Project Elevate. Key Program will be rolling soon for students to earn incentives in class.

14. Legislative Issues

Anna O Connor Morin briefly discussed the funding changes that are potentially being discussed. Legislators have been invited to come out and tour UCP facilities to learn more about our organization.

15. Mental Health and Support Service Updates

UCP now has 4 new Mental Health Counselors that support our students and provide services. A grant has been submitted to get more Mental Health Counselors to support Seminole and Osceola campuses. Currently Osceola and Seminole County districts provide Mental Health Counseling for our students in UCP Seminole and Osceola .

16. Enrollment Updates

a. Status – Campus Enrollment

Dr. Ilene discussed FTE week that has begun. Explained how FTE funding works and how it supports our schools. All schools are targeting enrollment based on what is needed for their campus. The current challenge is the extensive waitlist of students that require more

behavior-based needs. Marketing has been supporting in promoting our schools and enrollment. All campuses have enrollment intake coordinators that support our families that are interested in enrollment. Intent to returns were due today and give us a better view of enrollment for the next school year.

17. Legal/State Complaint Updates

Only 1 filed complaint. Anna O Connor briefly explained the complaint and it was dismissed.

18. UCP BCA Charter School

a. General Update

BCA finished PM 2 testing. Fifth and eighth grade went to Kennedy space Center. Second and third grade went to the theater. Kindergarten and first grade goes on the ninth. We hired a new science teacher for middle school. We are preparing for the Special Olympics. We have our art festival in the spring. We celebrate spirit week next week. We have nearly met our enrollment, and we have enrolled 25 students in the month of January. We have begun to implement changes for the next school year. We have FSU med students visiting for two weeks. We have several level two interns from UCF.

19. UCP East Orange/BECA

a. General Update

Student testing was the main focus this month as we prepared for our Middle of the Year Assessment Meetings. Schedule Spirit Week: February 5-9th

20. UCP Downtown/BETA Charter School

a. General Update

Open House for prospective students February 15 at 4:00 p.m. Kona Ice will be on sight. Science Fair, K-5, February 15 at 5:00 p.m. Kona ice will be on sight. Spirit Week, February 5-9 (see attached). Book Buds, March 7. Field Day/Special Olympics, March 14, Kona ice for all students and staff. We continue to recognize students for good citizenship and character with Dolphin of the Month (one per class). (cupcake celebration, picture, certificate, newsletter mention). We continue to implement PBIS with a "ladder system" that empowers students to make good choices and be recognized for them with Dolphin Dollars.

21. UCP Osceola Charter School

a. General Update

Joshua Torres was hired as the new principal at UCP Osceola.

22. UCP Pine Hills Charter School

a. General Update

Our PTO has been active in January and February. PTO hosted its second fundraiser event in January, Tie-dye Night, and raised over 200 dollars. They have also held three meetings between January and February. PTO is assisting with our black history week by purchasing supplies for the class monument project and decorating our front lobby; a picture is attached, with facts and books about historical African Americans. Campus News. Both portables have arrived on campus, and the blacktop is completed for the additional parking spaces. We are currently waiting for inspections to be completed, power and water, before moving students into the portables. January was a very busy month for us at Pine Hills. We hosted PTO Tie Dye night, Parent Teacher conference night, our Roar for Excellence student award ceremony for academic excellence, Most Improved Panther, and Great Panther attendance award for the 1st semester. We recognized over 100 Panthers/students for the great effort for the 1st semester. February has continued to be a busy month for us. We have hosted spirit week, math night, and open house night with over 75 students and families attending. We also hosted STEM Day, and the week of February 20th starts our Black History Week activities. We will end the week with a Famous African American Walk of Fame monument project. Each class will construct a monument to a famous African American and highlight their contribution to American history. We will open the Walk of Fame to parents and the community on Friday, February 23rd, from 10 to 11.

23. UCP Seminole Charter School

a. General Update

January was a busy month for Seminole Starfish. We welcomed students and staff back on January 8th! We completed student STAR Progress Monitoring 2 assessments and held data meetings with teachers to review the results and compare student growth from PM1 to PM2. April Preston held consortium wide Behavior training to build teacher and ed support staff capacity in dealing with difficult student behaviors. January 22-26 was Literacy Week at Seminole. We celebrated with Spirit Week including Literacy based dress up days. We held a Book Fair in conjunction with Literacy Week and had a Family Event where Walking Tacos were served. Families shopped for books at the Book Fair and book-themed performances were a hit with parents. School Choice Week was also celebrated in January. A highlight of School Choice Week was the Dance Party in the Cafeteria and the Ice Cream Celebration at Lunch. During the month of January, we also celebrated the

100th Day of School! Many of our students and staff had fun dressing up as a 100-year-old.

24. Transitional Learning Academy (TLA) Charter School

a. General Update

In December, TLA high school students attended the arts field trip to see the play "A Christmas Carol". In January, TLA 8th graders attended the science field trip to Kennedy Space Center. Our after-school clubs have started - we have a drama club, cooking club, outdoor skills club, and basketball club. Practice has started for our Special Olympics basketball team. We will be competing against other Special Olympics teams in the central Florida area. We are having a Superbowl themed day on 2/9. We will have a staff v. student flag football game, half time show, and academic activities that are football themed. February 12th we are having a spirit week for Kindness Week.

25. UCP West Orange Charter School

a. General Update:

holiday concert: Ms. Kat, our art integration teacher partnered with the PTO for this event. Students of all grades participated in a holiday theme concert at our neighbor church of Christ. 15 days holiday spirit frenzy: a fun countdown to winter break. staff contests: ugly sweater and cookie contest. cultural holidays around the world: teachers and families presented the way they celebrate the different holidays according to their family culture. Theater field trip: Charlotte's Webb. Car safety and touch a truck event: students explored the different emergency vehicles from the community. Principal town hall meeting: Ms. Williams and all our UCP directors met with parents. Testing continues. Celebrated our principal's 100 days at the school: parents surprised Ms. Williams with 100 roses to celebrate her achievement on her first 100 days in the job. We had to hold emergency PTO elections and we are excited about the newly elected board.

26. Compliance Update

27. Additional Board Member Items

- a. WO Campus Safety- Not discussed.
- b. Color printing. - Not discussed
- c. Staff Recognition / Motivation -Not discussed.

28. Public Comments

Traci Glodery inquiries about how the 10 hours volunteer times are tracked.

Troy Techau briefly talked about the 4-subcommittee meeting that will be coming up. The first 2 will discuss camera safety and the last 2 will talk about the by-laws. Items will come back to the board for a vote.

29. Adjournment

Chairman Angela Alban made a motion to Adjourn the meeting. Traci Glodery made a motion and Troy Techau seconded the motion. The meeting was adjourned.