



**Charter School Board of Directors Meeting
September 28, 2023 – 6pm – 7:30pm
Location: Zoom**

Board Member	Present
Angela Alban	X
Sean Lyles	
Yvonne Ilasi	X
Carla Holoman	
Delitza Fernandez	X
Troy Techau	
Traci Glodery	X
Danicka Ransom	X
Ida Civil	X
Alexandra Kotsikas	Resigned
Annye Refoe	X
Elizabeth Schmude	X
April Garrison	X
Houda Marchani (Dual)	X
Stephen Hibbard	
Helena McCabe	X

1. Welcome/Introductions

Chairman Alban called the meeting to order. Mr. Jacobs introduced potential new board member Amy Venable that participated in the meeting.

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

Minutes were brought into order. Chairman opened the floor for comments and questions. No comments or questions were made. Motion was made to approve minutes by Danicka Ransom and the second motion was made by Elizabeth Schmude. Motion was passed, no objection. Minutes were approved.

3. Approval of Finance Audit

Financial Audit was brought to order. Chairman opened the floor for comments and questions. No comments or questions were made. Motion was made to approve audit by Ida Civil and the second motion was made by Delitza Fernandez. Motion was passed, no objection. Financial Audit was approved.

4. Approval of HR Out of Field Report

HR Out of Field Report was brought to order. Chairman opened the floor for comments and questions. No comments or questions were made. Motion was made to approve audit by Traci Glodery and the second motion was made by Danicka Ransom. Motion was passed, no objection. HR Out of Field Report was approved.

5. Approval of HR New Hires/Terminations Report

HR Terminations Report was brought to order. Chairman opened the floor for comments and questions. Traci Glodery had a question regarding a staff that has not been in the reports but is no longer in UCP. Dr. Ilene Wilkins commented and clarified. Motion was made to approve audit by Traci Glodery and the second motion was made by Danicka Ransom. Motion was passed, no objection. HR Terminations Report was approved.

6. Approval of School Safe Plans

The School Safe Plan discussion was brought to order. Ken Jacobs gave a brief overview of the plans. Chairman opened the floor for comments and questions. Houda Marchani questioned if West Orange was in compliance since leadership has changed and Ken Jacobs confirmed all schools are in compliance. Motion was made to approve audit by Ida Civil and the second motion was made by Delitza Fernandez. Motion was passed, no objection. All Safe Plans were approved.

7. Approval of UCP School Improvement Plan

UCP School Improvement Plans were brought to a vote. Dr. Lozano gave a brief overview of the plan. Chairman opened the floor for comments and questions. Traci Glodery had questions about receiving access to curriculum information. Dr. L will follow up as soon as he gets updates. Motion was made to approve audit by Traci

Glodery and the second motion was made by Ida Civil. Motion was passed, no objection. All UCP Plans were approved.

8. Approval of UCP Internet Policy

UCP Internet Policy was brought to order. Ken Jacobs did a short overview of the policy with the new regulations that were passed recently by the State. Chairman opened the floor for comments and questions. No comments or questions were made. Motion was made to approve audit by April Garrison and the second motion was made by Annye Refoe. Motion was passed, no objection. UCP Internet Policy was approved.

9. New Board Members – Several in process

Ken Jacobs reviewed the Members in Process. Reintroduced Amy Venable and open the floor for her to introduce herself to the board. Mr. Jacobs mentioned there are two other members in the process. Meredith Choez for BECA and Lacy Jansson for Seminole. Once members have completed training and fingerprints, the board will vote for approval in the next meeting.

10. Update on Facilities

Ken Jacobs gave several updates on Facilities. He discussed the update on Pine Hills modular and parking project. TLA had the duct work replaced and the HVAC system will be replaced over the coming months. UCP Downtown kitchen project is almost complete and will also serve our students in Pine Hills. BECA and West Orange will be getting new Playground Shades. The new facility manager will be working some weekends to assist and monitor some of the projects that cannot be done during school hours. Traci Glodery had a concern about the light's fixtures in the gym and Ken Jacobs gave an update concerning the lights. Houda Marchani mentioned her concerns about the West Orange Grass being cut during school hours due to Carline and the noise levels for the students. Suggested that it be completed during the weekend. Ken Jacobs will inquire and follow up. Traci Glodery inquired about the swing and mulch project for Osceola and Ken Jacobs gave a status of when both items will be completed.

Danicka Ransom inquired about the West Orange expansion and the planned use of the additional space. Ken Jacobs gave a brief update regarding the project, and it's

projected to start in Early February and be completed by July. Dr. Ilene Wilkins mentioned that 6 rooms will be built, and the function of the room is to be determined.

An update on Osceola land was given by Dr. Ilene Wilkins. Osceola is the only campus currently being leased and there are 2 potential options. More information to come. Danicka Ransom suggested calling the County Manager for possibilities and will send contact information.

11. Curriculum and Instruction Updates

Dr. Karyn Scott gave several updates on new Curriculum and Instruction training that have occurred. Various professional learning has been provided for our teachers and education support staff including a focus on Orton-Gillingham literacy training. We had a very successful New Education Academy for new ed staff before school started and we recently revamped the New Education Orientation (for staff who start mid-year) and implemented a formal teacher mentor program.

Danicka Ransom had questions regarding curriculum night. Dr. Scott explained and confirmed that some campuses have held them, and the rest of rest will be occurring in the coming month.

Board members asked for some consideration of adding certification programs (such as excel, power point) and life skills programs). Dr. Wilkins clarified that minute requirements for core subjects which limits the ability to add additional subjects.

Dr. Scott shared the expansion of the music therapy program that started last year for Early Childhood and now is being expanded into K-2nd grade.

12. Upcoming Agency Events /Updates

Dr. Ilene Wilkins discussed the following events that are coming up: Book Buds, Faces Behind Miracle Breakfast and Teach in Community Career Day and encouraged the Board to participate.

13. Finance Updates – Consortium Wide

Dr. Ilene Wilkins gave an update on the Teacher Salary Increase by county and how it was calculated. Dr. Wilkins also shared that UCP Charter Schools was recently awarded a \$5 million US DOE Teacher and School Leader Incentive Grant (Project ELEVATE) and reviewed how it would be used to ultimately improve student achievement. Danicka Ransom asked if there will be opportunities for board/other parents to be involved and there will be. Houda Marchani asked if the grant will be used to support our therapist. Dr. Ilene clarified that the grant is for educational leadership purposes and its limitations are based on how it is funded.

14. Legislative Issues

Dr. Ilene briefly reminded the board that the legislative session started in January, and it will be important for us to engage with legislators/invite them to visit UCP.

15. Mental Health and Support Service Updates – We recently hired a new Clinical Counselor for UCP West Orange.

16. Enrollment Updates – Enrollment is having mixed results. Some campuses have met their projected goals, and some are about 5% below projections with openings in grades that there are no waiting students. We continue to market and request that the Board help share the word.

17. Legal/State Complaint Updates – No pending legal issues/state complaints.

18. UCP BCA Charter School

a. General Update

Principal Lisa Dunham gave an update. Will be having Spanish Night that is being hosted by the Middle School Class and supported by UCF. New Interns have joined the BCA staff. The new School Business Manager has started at BCA and has been a huge support. The Book Fair was completed and has raised more this year than past years. Fall festival will be happening in October. Wrapping up Progress testing part 1 for 526 students.

b. Financial Update

c. Staffing Update

19. UCP East Orange/BECA

a. General Update

Principal Marlene Wilson gave an update. Had their Curriculum Night and it was a success. Book Fair and Spirit week will be coming soon. Community Helper Parade will be at the end of October. Music Therapy has been a huge help for the students. Teacher Appreciation is being done monthly to celebrate the teachers and staff.

b. Financial Update

c. Staffing Update

20. UCP Downtown/BETA Charter School

a. General Update

Principal Elaine Martinez gave an update. Spirit week is coming up. Curriculum Night is Scheduled for October. Teach In and Community Engagement happening soon.

b. Financial Update

c. Staffing Update

21. UCP Osceola Charter School

a. General Update

Traci Glodery and Dr. Lozano gave an update. Community Garage Sale Event will be a fundraiser that will go towards Osceola. Trunk and treat will be happening in October. And PTO cleaned out the gym.

b. Financial Update

c. Staffing Update

22. UCP Pine Hills Charter School

a. General Update

Ida Civil gave an update. Curriculum night is scheduled. PTO meeting has been held. New teachers were hired. The portable project has started. Book Buds and Family Literacy events are approaching. Fall Festival and Panther Vocab will be happening.

b. Financial Update

c. Staffing Update

23. UCP Seminole Charter School

a. General Update

Donna Darby gave an update. Curriculum Night and Spanish Heritage Month Celebration took place. Seminole has benefited from Music Therapy. Book Buds, fall festival, Spirit Week are approaching in October. Seminole is very appreciative of the school mural that was completed. Testing is complete.

- b. Financial Update
- c. Staffing Update

24. Transitional Learning Academy (TLA) Charter School

- a. General Update

April Garrison gave an update. TLA has a partnership with Orlando Health to serve and train future students. TLA has also partnership with Easter seals and their Strive Hospitality program. Will be doing the AC Marriot Program again this year. Testing has been completed. 2 field trips for TLA students: Orlando Science Center and The Shakespear Theater to watch a Christmas Carol. 2 new international staff. A new positive behavior incentive program was implemented and seeing results. Lastly having Special Olympics and first Basketball Team.

- b. Financial Update
- c. Staffing Update

25. UCP West Orange Charter School

- a. General Update

Danicka Ranson gave an update. Pending a new Principal. Candidates were interviewed and potential candidates have been selected. PTO sold t shirts as a fundraiser. Fall Festival is approaching in October. The Way Maker club and Math club implemented in West Orange. The new Safety Patrol Program will be starting soon. Testing is completed. Danicka did ask about the West Orange Website being updated. Suggestion about meeting notice being sent via Brightwheel in the future.

- b. Financial Update
- c. Staffing Update

26. Compliance Update

- a. Governance Updates – 3 pending members that were discussed in the beginning of the meeting. No other updates
- b. Board Resignations/New Members- Only one member has resigned, Alexandra Kotsikas. No other updates.

27. Other Updates/Questions:

- a. Dr. Scott briefly spoke about the New World Reading Program with UF.
- b. Traci Glodery wanted to know about IEP Therapy needs and how it will affect the students due to staffing. Dr. Ilene Wilkins clarified the concern and spoke about the tracking and new marketing strategies. Remote Therapy possibly being an option.
- c. Houda Marchani thanked Compliance Manager Geneliz Nieves for her prompt responses and assistance.

28. Adjournment

Traci Glodery made a motion to Adjourn the meeting. Elizabeth Schmude seconded the motion. The meeting was adjourned.