

MEETING MINUTES

Name of Foundation: Florida Charter Educational Foundation, Inc.
Bay Area Charter Foundation, LLC.

Board Meeting: October 26, 2017
School(s): Woodmont Charter School
Winthrop Charter School
Henderson Hammock Charter School
Keys Gate Charter School
Clay Charter Academy
SouthShore Charter Academy
Waterset Charter School

The minutes of Sunshine Law meetings need not be verbatim transcripts of the meeting. These minutes are a brief summary of the events of the meeting.

Date:	Start	End	Next Meeting:	Next time:	Prepared by:
October 26, 2017	1:09 pm	2:05 pm	November 30, 2017	1:00 pm	K. Robertson
Meeting Location:					
Telephonic access at all FCEF/BACF Affiliated Schools					
On-Site Location: Woodmont Charter School – 10402 N 56 th St. Temple Terrace, FL 33617					

Attended by:	
Board Members: Steve Knobl – Director Telephonically: Valora Cole - Vice Chair Rod Cunningham – Treasurer Absent: Rod Jurado - Chairman	Other Attendees: Michelle Thompson – Regional Director of Education Adam Cross – Regional Director of Education Gary Springer – Lead Principal Terry Johnson – Principal, Winthrop Charter School Kristen Taylor – Principal, SouthShore Charter Academy Joshua Torres – AP, SouthShore Charter Academy Corinne Baez – Principal, Keys Gate Charter School Talya Taylor – Principal, Clay Charter Academy Alisha Findlay – SOA, Clay Charter Academy – Parent Facilitator Jami Shetter – Principal, Henderson Hammock Charter School Sara Capwell – Principal, Waterset Charter School Kasia Rutledge – Waterset Charter School – Parent Facilitator Sherly Laguerre – AP, Woodmont Charter School Levi Williams – Board Attorney Kerrian Robertson – Governing Board Manager, CSUSA Derek Kelmanson – Dir. Business Development, CSUSA Mike Santora – Regional Facilities Manager, CSUSA Cindy Calvert – Auditor, Keefe McCullough

CALL TO ORDER

Pursuant to public notice, the meeting commenced at 1:09 p.m. with a Call to Order by Board Vice Chair Valora Cole. Roll call was taken and quorum established.

I. ADMINISTRATIVE

Approval of September 30, 2017 Meeting Minutes of FCEF-BACF

- The Board reviewed the minutes from September 30, 2017 Meeting. The September 30, 2017 meeting minutes was part of the agenda and was made a part of these minutes

MOTION: Motion was made by Rod Cunningham and seconded by Steve Knobl to approve the Florida Charter Educational Foundation and Bay Area Charter Foundation Meeting Minutes from September 30, 2017. Motion was approved unanimously.

II. OLD BUSINESS

- There was no old business

III. NEW BUSINESS

School Name Choice for Pasco

- The Board discussed the name Union Park Charter Academy as the proposed school name for the Pasco project. The school name choice for Pasco was part of the agenda and was made a part of these minutes.

MOTION: Motion was made by Steve Knobl and seconded by Rod Cunningham to approve the school name Union Park Charter Academy formerly Pasco Charter Academy as presented to the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board. Motion was approved unanimously.

School Name Choice for Hillsborough East

- The Board discussed the name Creekside Charter Academy as the proposed school name for the Hillsborough County project. The school name choice for Hillsborough was not a part of the agenda but was discussed and made a part of these minutes.

MOTION: Motion was made by Steve Knobl and seconded by Rod Cunningham to approve the school name Creekside Charter Academy formerly Hillsborough East as presented to the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board. Motion was approved unanimously.

Approval of the Amended Development and Management Agreements for Union Park Charter

- The Board and Board Attorney Levi Williams discussed the amended development and management agreements for Union Park Charter Academy formerly Paso Charter Academy. The amended development and management agreements for Union Park Charter was not a part of the agenda but was discussed and made a part of these minutes.

MOTION: Motion was made by Rod Cunningham and seconded by Steve Knobl to approve the amended development and management agreements for Union Park Charter Academy as presented

to the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board. Motion was approved unanimously.

Approval of the Amended Development and Management Agreements for Creekside Charter

- The Board and Board Attorney Levi Williams discussed the amended development and management agreements for Creekside Charter Academy formerly Hillsborough East. The amended development and management agreements for Creekside Charter was not a part of the agenda but was discussed and made a part of these minutes.

MOTION: Motion was made by Rod Cunningham and seconded by Steve Knobl to approve the amended development and management agreements for Creekside Charter Academy as presented to the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board. Motion was approved unanimously.

Approval of the Appeal Process for both Marion and Volusia Counties

- Derek Kelmanson gave an update of the Marion and Volusia Counties application and asked the Board to approve an appeal process with legal advice from both Levi Williams and Tripp Scott. The appeal process for both Marion and Volusia County was not a part of the agenda but was discussed and made a part of these minutes.

MOTION: Motion was made by Rod Cunningham and seconded by Steve Knobl to authorize Board Attorney, Levi Williams and Tripp Scott working together to appeal the denial of the applications for Marion and Volusia Counties as presented to the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board. Motion was approved unanimously.

Articulation Agreement between FCEF and BACF

- Mr. Kelmanson presented the final draft of the articulation agreement between FCEF and BACF which provides enrollment transition between their affiliated schools. The articulation agreement between FCEF and BACF was part of the agenda and was made a part of these minutes.

MOTION: Motion was made by Rod Cunningham and seconded by Steve Knobl to approve the final draft of the articulation agreement between FCEF and BACF as presented to the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board. Motion was approved unanimously.

Approval of Best and Brightest

- Principal Terry Johnson presented the best and brightest teacher's scholarship program. The best and brightest was part of the agenda and was made a part of these minutes.

MOTION: Motion was made by Rod Cunningham and seconded by Steve Knobl to approve the list of best and brightest teachers subject to change due to qualification as presented to the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board. Motion was approved unanimously.

Approval of the ESOL/Out of Field Waivers

- Assistant Principal Sherly Laguerre presented the ESOL/Out of Field Waivers for Woodmont Charter School. The ESOL/Out of field waivers were part of the agenda and were made a part of these minutes.

MOTION: Motion was made by Rod Cunningham and seconded by Steve Knobl to approve the ESOL/Out of Field Waivers for Woodmont Charter School as presented to the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board. (See Attachment). Motion was approved unanimously.

Approval of the ESOL/Out of Field Waivers

- Principal Jami Shetter presented the ESOL/Out of Field Waivers for Henderson Hammock Charter School.

MOTION: Motion was made by Rod Cunningham and seconded by Steve Knobl to approve the ESOL/Out of Field Waivers for Henderson Hammock Charter School as presented to the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board. (See Attachment). Motion was approved unanimously.

IV. CSUSA REPORTS

ASAP Report for Woodmont

- Ms. Laguerre presented the ASAP report for Woodmont, and all questions were answered. The ASAP report for Woodmont was part of the agenda and was made a part of these minutes.

Revised Dashboard

- Principal Terry Johnson shared the revised dashboard with the Board. Each principal shared their respective school enrollment and dashboard with progress monitoring for the 2017-18 academic year. All questions were answered by the principals. The revised dashboard and enrollment were part of the agenda and were made a part of these minutes.

V. FINANCIALS

All FCEF/BACF Affiliated Schools 2016-17 Audit Report

- Cindy Calvert presented the FCEF/BACF affiliated schools 2016-17 audit report with their unmodified opinion, all questions were answered by Mr. Calvert. The FCEF/BACF affiliated schools 2016-17 audit report was part of the agenda and was made a part of these minutes.


MOTION: Motion was made by Rod Cunningham and seconded by Steve Knobl to approved the FCEF/BACF affiliated schools 2016-17 audit report as presented to the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board. Motion was approved unanimously.

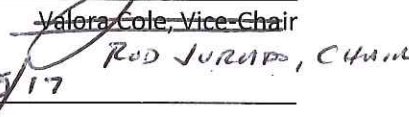
VI. PUBLIC COMMENTS

- Attorney Williams used this opportunity to ask the Board's permission in granting him authority to amend the Bylaws of FCEF and BACF which he will present at the next board meeting.

VII. ADJOURNMENT

MOTION: Motion was made by Steve Knobl and seconded by Valora Cole to adjourn the board meeting of Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Motion was approved unanimously. The board meeting was adjourned at 2:05p.



Valora Cole, Vice-Chair

Date: 11/30/17 Rod Jurado, Chair

10402 N. 56th Street, Temple Terrace, FL 33617
P: (813) 708-1596 F: (813) 739-7301
www.woodmontcharter.org

Lane Morris, Principal
Sherly Laguerre, Assistant Principal



August 10, 2017

Dear Parents/Guardians:

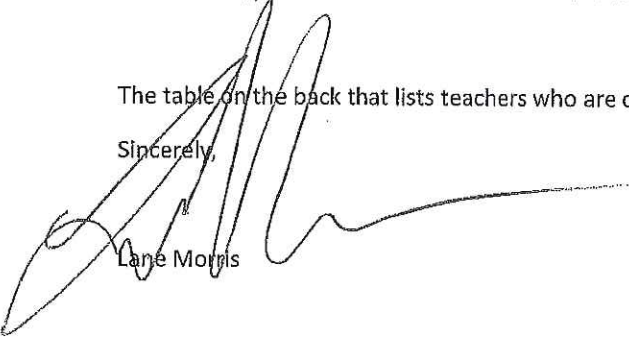
All educators in Florida are monitored to ensure they meet certification and training requirements as mandated by law. Per Florida Statute 1012.42, when a teacher is assigned teaching duties out of the field in which the teacher is certified, the parents of all students in the class shall be notified in writing.

Hillsborough County Public Schools is committed to providing quality instruction for all students and does so by employing the most qualified individuals to teach and support each student in the classroom. The district is assisting our teachers by developing an *Individual Professional Development Plan* to complete the requirements needed to become in-field and/or highly qualified.

All of our teachers are certified to teach, although some of them are currently out-of-field and are working on additional areas of certification. You have the right to know the professional qualifications of the teachers or paraprofessionals who instruct your child. Federal law allows you to ask for certain information about your child's teachers and requires us to give you this information in a timely manner if you ask for it. If you would like more information, please contact the school at 813-708-1596.

The table on the back that lists teachers who are currently out-of-field.

Sincerely,


Lane Morris

Teacher	Classes Taught Assignment(s)	Assignment Start Date	Certification(s) Held	Out-of-Field Area/Classes
J. ALIANO	5 TH GRADE	08/10/2017	ELEM ED-ESE- SOCIAL SCIENCE	ESOL
W. BRAUN	4 TH GRADE	ELEM ED K-6	ELEM ED K-6	ESOL
A.BROWN	MS SCIENCE	08/10/2016	ELEM ED K-6 GENERAL SCIENCE	ESOL
K CARMONA	6 TH GRADE ELA	08/01/2015	ELEM ED-MGI 5-9- PREK-3RD	ESOL
J. FARMER	MS ELA	08/10/2016	ENGLISH 6-12	ESOL

10402 N. 56th Street, Temple Terrace, FL 33617
P: (813) 708-1596 F: (813) 739-7301
www.woodmontcharter.org

Lane Morris, Principal
Sherly Laguerre, Assistant Principal

L. FLEMING	ESE TEACHER	08/10/2016	PREK-3 RD	ESOL & ELEM ED K-6
J. MAYA	ESE TEACHER	08/10/2017	ESE-ESOL-READING	MATH 5-9
T. MCMILLON	KDG	08/01/2014	PREK-3 RD	ESOL
A. DEKKAN	3 RD GRADE	08/10/2016	ELEM ED	ESOL
M. FANTUZ	1 ST GRADE	08/17/2017	SOCIAL SCIENCE	ELEM ED-ESOL
J. PARDO	KDG	08/10/2017	PREK-3 RD	ESOL
H. KHAN	KDG	8/10/2017	PREK-3 RD	ESOL
T. INDAR	MS SCIENCE	8/10/2017	BIOLOGY 6-12	ESOL
C. ROBERTS	4 TH GRADE	8/10/2017	ELEM ED K-6	ESOL
A BOWERS	MS SOCIAL STUDIES	8/10/2017	SOCIAL SCIENCE 6-12	ESOL
P. SEPTENMA	MS MATH	8/10/2017	MATH	ESOL
C. MCGRATH	3 RD GRADE	8/10/2017	ELEM ED K-6	ESOL
D. DABROWSKI	3 RD GRADE	8/15/2017	PHYSICAL ED & SOCIAL SCIENCE	ESOL-ELEM ED K-6
M. RODRIGUEZ	2 ND GRADE	8/11/2017	ELEM ED K-6	ESOL
T. ANTHONY	1 ST GRADE	8/10/2017	ELEM ED K-6	ESOL
I BRANDON	BEHAVIOR SPECIALIST	8/10/2017	BUSINESS 6-12	ESOL
T MCMILLON	1 ST GRADE	8/10/2017	PREK-3 RD	ESOL
M. NIELSEN	2 ND GRADE	10/10/2017	ELEM ED K-6	ESOL
N. RYMER	ART TEACHER	10/12/2017	ART K-12	ESOL
C. SNAPP	INTENSIVE MATH	8/10/2017	PREK-3	MATH
C. HUEI	MS SOCIAL STUDIES	8/10/2017	SOCIAL SCIENCE 6-12	ESOL
A BRADY	2 ND GRADE	8/10/2017	ELEM ED K-6	ESOL
C. BURNEY	1 ST GRADE	08/10/2017	PREK-3 RD	ESOL
C. ELLIS	3 RD GRADE	08/10/2017	ELEM ED K-6	ESOL
M. MARTIN	MS ELA	08/10/2017	ENGLISH 6-12	ESOL
P.WARD	3 RD GRADE	08/10/2017	READING	ESOL & ELEM ED
T. ANTHONY	1 ST GRADE	08/10/2017	ELEM ED K-6	ESOL
B. BURNS	INTENSIVE READING	8/10/2017	ELEM ED K-6	READING
P. MADISON	3 RD GRADE	09/18/2017	ELEM ED K-6	ESOL

REV: 10/12/2017



Date: September 18, 2017

Dear Parents/Guardians:

All educators in Florida are monitored to ensure they meet certification and training requirements as mandated by law. Per Florida Statute 1012.42, when a teacher is assigned teaching duties out of the field in which the teacher is certified, the parents of all students in the class shall be notified in writing. Per the No Child Left Behind Act (NCLB), we are also required to notify parents when their child has been taught for four or more consecutive weeks by a teacher not highly qualified for that class.

Hillsborough County Public Schools is committed to providing quality instruction for all students and does so by employing the most qualified individuals to teach and support each student in the classroom. The district is assisting our teachers by developing an *Individual Professional Development Plan* to complete the requirements needed to become in-field and/or highly qualified.

All of our teachers are certified to teach, although some of them are currently out-of-field and/or not highly qualified (HQ) and are working on additional areas of certification. You have the right to know the professional qualifications of the teachers or paraprofessionals who instruct your child. Federal law allows you to ask for certain information about your child's teachers and requires us to give you this information in a timely manner if you ask for it. If you would like more information, please contact the school at (813)739-6633.

The table below lists teachers who are currently out-of-field and/or not highly qualified (HQ).

Sincerely,

Jami Shetter

Teacher	Classes Taught Assignment(s)	Assignment Start Date	Certification(s) Held	Out-of-Field Area/Classes
Natalie Horner	1 st grade	08/01/2014	Elem Ed K-6	ESOL
Eileen Bugea	Kindergarten	08/01/2013	Elem Ed K-6	ESOL
Haley Puckhaber	4 th grade	08/01/2014	Elem Ed K-6	ESOL
Carly Loewenthal	2 nd	12/01/2013	Elem Ed K-6	ESOL
Maxine Medina	1 st	08/01/2014	Elem Ed K-6	ESOL
Ashriel West	Kindergarten	08/01/2014	Elem Ed K-6	ESOL
Christy Simoni	Kindergarten	08/01/2014	Elem Ed K-6	ESOL
Jean O'Connor	2nd	08/05/2015	Prekinder-3 rd grade	ESOL
Carissa Kuper	3 rd grade	8/1/2016	Math (6-12)	ESOL/ Elem Edu K-6
Jessica Hudoff	5 th grade	8/1/2016	ESE & K-6	ESOL
Veronica Case	2 nd grade	8/1/2016	Elem Ed K-6	ESOL

Margarte Petronio	MS LA	8/1/2013	Elem Ed K-6	ESOL
Wilmarie Falconi	MS LA	8/1/2016	English 6-12	ESOL
Chelsie Roach	MS LA	8/1/2016	English 6-12	ESOL
Jonathan Hudoff	MS Engaged Citizenship	8/1/2016	English 6-12	ESOL
Lynda Howe	ESE	8/1/2016	Mathematics 5-9 K-6, ESE	ESOL
Rhaiza Sarkan	ESOL Teacher	8/9/2014	Elem Ed K-6	ESOL
Nicholas DeAngelo	MS LA	8/1/2016	English 6-12	ESOL
Sarah Slusser	1 st Grade	8/1/2016	Elem Ed K-6	ESOL
Lauren Malkhasyan	3 rd Grade	8/1/2017	Elem Ed K-6	ESOL
Brittani Fisher	MS LA	8/1/2017	English 5-9	ESOL
Charise Rogers	4 th grade	8/1/2017	Elem Ed K-6	ESOL
Nicole Lohman	MS SS	8/1/2017	Social Sciences 6-12	ESOL
Kimberly Watson	MS Science	8/1/2017	Science 6-12	ESOL
Judy Core	MS LA	8/1/2017	English 6-12	ESOL
Katelyn Temple	5 th Grade	8/1/2017	Elem Ed K-6	ESOL
Rebecca Gutknecht	5 th Grade	8/1/2017	Elem Ed K-6	ESOL
Khal Lahlou	MS Technology	8/1/2017	Computer Science	ESOL
Angela Brigato	Kindergarten	8/1/2017	Elem Ed K-6	ESOL
Patricia Jacobs	ESE	8/1/2017	General & Social Sciences	Math/ ELA/ESOL
James Lain	PE Teacher	8/1/2017	Health & PE	ESOL
Anna Maroudis	3 rd Grade	8/1/2017	Elem Ed 1-6	ESOL
Angelica Jones	3 rd Grade	9/25/17	Elem Ed K-6	ESOL