

MEETING MINUTES

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

Board Meeting: November 30, 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:
November 30, 2017	1:07 pm	2:57 pm	January 25, 2018	1:00 pm	K. Robertson
Meeting Location:					
Telephonic access at all FCEF/BACF Affiliated Schools					
On-Site Location: Henderson Hammock Charter School – 10322 Henderson Rd., Tampa, FL 33625					

Attended by:	
<p>Board Members: Rod Jurado – Chairman Steve Knobl – Director</p> <p>Telephonically: Valora Cole - Vice Chair Rod Cunningham – Treasurer</p>	<p>Other Attendees: Michelle Thompson – Regional Education Director April Williams – Regional Education Director Adam Cross – Regional Education Director 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 Lane Morris – Principal, Woodmont Charter School Levi Williams – Board Attorney Kerrian Robertson – Governing Board Manager, CSUSA Derek Kelmanson – Dir. Business Development, CSUSA Penny Walcott – Manager for FP&A, CSUSA Athena Matherly – Education Representative, CSUSA Myrna Laine-Hyppolite – VP of FP&A, CSUSA Richard Ross – FP&A Analyst, CSUSA Nicole Blake – Administrative Assistant, CSUSA Joe Affronti Sr. – Guest</p>

CALL TO ORDER

Pursuant to public notice, the meeting commenced at 1:07 p.m. with a Call to Order by Board Chair, Rod Jurado. Roll call was taken and quorum established.

I. ADMINISTRATIVE

Approval of October 26, 2017 Meeting Minutes of FCEF-BACF

- The Board reviewed the minutes from October 26, 2017 Meeting. The October 26, 2017 meeting minutes 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 Florida Charter Educational Foundation and Bay Area Charter Foundation Meeting Minutes from October 26, 2017. Motion was approved unanimously.

II. OLD BUSINESS

Approval to amend the Charter Contract for Pasco Charter aka Union Park Charter

- The Board discussed the amendment of the charter contract for Pasco Charter aka Union Park Charter which will allow for the name change that was previously approved at the October 26, 2017 board meeting. The approval to amend the charter contract for Pasco Charter was part of the agenda and was made a part of these minutes.

MOTION: Motion was made by Rod Cunningham and seconded by Valora Cole to approve the amendment of the charter contract for Pasco Charter aka Union Park Charter as presented to the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board. Motion was approved unanimously.

Update of the School Design for Pasco Charter aka Union Park Charter

- Athena Matherly presented to the Board the school design for Pasco Charter aka Union Park Charter which is different from all other school models under the CSUSA Family of Schools. This school will be a 21st Century innovative school design with an open concept. Students will have a choice in the way they learn. The update of the school design for Pasco Charter aka Union Park Charter was part of the agenda and was made a part of these minutes.

Update of Marion and Volusia Charter Appeals

- Derek Kelmanson explained to the Board that he will provide an update of the Marion and Volusia Charter appeals at the board meeting January. The update of Marion and Volusia Charter appeals were part of the agenda and was made a part of these minutes.

Approval of the Lake County Charter Agreement

- Attorney Levi Williams and Board discussed the Lake Charter Agreement which highlighted ESOL and 504 plans. The approval of the Lake County Charter Agreement was not part of the agenda but was made a part of these minutes.

MOTION: Motion was made by Steve Knobl and seconded by Rod Cunningham to add the discussion of the Lake County Charter Agreement to the agenda of the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board Meeting. Motion was approved unanimously.

MOTION: Motion was made by Steve Knobl and seconded by Rod Cunningham to approve the Lake County Charter Agreement as discussed at the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board. Motion was approved unanimously.

Approval of the Lease Agreement for Pasco Charter aka Union Park Charter

- Attorney Williams and Board discussed the Lease Agreement for Pasco Charter aka Union Park Charter. The approval of the Lease Agreement for Pasco Charter aka Union Park Charter was not part of the agenda but was made a part of these minutes.

MOTION: Motion was made by Steve Knobl and seconded by Rod Cunningham to add the discussion of the Lease Agreement for Pasco Charter aka Union Park Charter to the agenda of the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board Meeting. Motion was approved unanimously.

MOTION: Motion was made by Steve Knobl and seconded by Rod Cunningham to approve the Lease Agreement for Pasco Charter aka Union Park Charter as discussed at the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board. Motion was approved unanimously.

III. NEW BUSINESS

Approval of the A+ Plan for SouthShore Charter Academy

- Principal Kristen Taylor presented the A+ Plan for SouthShore Charter Academy, and all questions were answered by Ms. Taylor. The A+ Plan for SoutShore Charter Academy 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 A+ Plan for SouthShore 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 A+ Plan for Henderson Hammock Charter School

- Principal Jami Shetter presented the A+ Plan for Henderson Hammock Charter School, and all questions were answered by Ms. Shetter. The A+ Plan for Henderson Hammock Charter School was not part of the agenda but was made a part of these minutes.

MOTION: Motion was made by Steve Knobl and seconded by Rod Cunningham to add the discussion of the A+ Plan for Henderson Hammock Charter School to the agenda of the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board Meeting. Motion was approved unanimously.

MOTION: Motion was made by Steve Knobl and seconded by Rod Cunningham to approve the A+ Plan for Henderson Hammock Charter School as discussed at 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

- Principal Corinne Baez presented the ESOL/Out of Field Waivers for Keys Gate 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 Steve Knobl and seconded by Valora Cole to approve the ESOL/Out of Field Waivers for Keys Gate Charter School as presented to the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board. (See Attachment). Motion was approved unanimously.

- Principal Terry Johnson presented the ESOL/Out of Field Waivers for Winthrop Charter School.

MOTION: Motion was made by Rod Cunningham and seconded by Valora Cole to approve the ESOL/Out of Field Waivers for Winthrop 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. FINANCIALS

All FCEF/BACF Affiliated Schools Q1 Financial Report

- Penny Walcott presented the Q1 financial report for all FCEF/BACF affiliated schools, and all questions were answered by Ms. Walcott. The FCEF/BACF affiliated schools Q1 financial report 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 approved the FCEF/BACF affiliated schools Q1 financial report as presented to the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board. Motion was approved unanimously.

V. CSUSA REPORTS

NWEA Fall Results

- Regional Director of Education, Michelle Thompson shared the NWEA Fall Results with the Board, and all questions were answered by Ms. Thompson. The NWEA fall results were part of the agenda and were made a part of these minutes.

Staff Survey Results

- Michelle Thompson also shared the Staff Survey Results with the Board, and all questions were answered by Ms. Thompson. The staff survey results were part of the agenda and were made a part of these minutes.

All FCEF/BACF Affiliated School Dashboard

- Each principal shared their dashboard and explained how the data is being tracked to meet targeted 2017-18 goals. The FCEF/BACF Affiliated School Dashboard was part of the agenda and were made a part of these minutes.

ASAP Report for Woodmont

- The Board reviewed and discussed the ASAP report for Woodmont with Principal Lane Morris. The ASAP report for Woodmont was part of the agenda and were made a part of these minutes.

VI. PUBLIC COMMENTS

- Board Chair, Rod Jurado took this time to express to the Board the importance of the board members attending the board meetings in person. He also mentioned the need of adding additional board members to the board who can continue to support the community in the

areas they serve. Mr. Jurado reminded the Board that the next board meeting will be in South Florida at the Keys Gate Charter School on January 25th.

VII. ADJOURNMENT

Board Chair, Rod Jurado adjourned the board meeting of Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. at 2:57p.



Rod Jurado, Chairman

Date: 1/25/18

KEYS GATE CHARTER SCHOOL
ESOL AND OUT OF FIELD WAIVERS

	<u>TEACHERS' NAME</u>		<u>ESOL</u>	<u>Reading</u>	<u>Gifted</u>	<u>OOF WAIVER</u>
	<u>FIRST</u>	<u>LAST</u>				
1	Sara	Melhado			X	
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						



Date: 10/3/2017

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)235-4811.

The table below lists teachers who are currently out-of-field.

Sincerely,
Terry Johnson

Teacher	Classes Taught Assignment(s)	Assignment Start Date	Certification(s) Held	Out-of-Field Area/Classes
Katelyn Bull	MS Mathematics	August 1 st	Chemistry and Math 5-9	Gifted Endorsement
Kelsey Smith Samples	Kindergarten	August 1 st	Elem Ed. K-6	ESOL
Jazmin Force	1 st Grade	August 1 st	Pre-K/Primary (Age 3 – Grade 3), ESE K-12	ESOL
Alexandra Lowden	1 st Grade	August 1 st	Elem Ed K-6	ESOL
Samantha Fiala	4 th Grade	August 1 st	Elem Ed K-6	ESOL
Kimberly Fowler	Kindergarten	August 1 st	Elem Ed. K-6	ESOL
Amy Anastasia	MS Language Arts	August 1 st	English 6 - 12	ESOL
Jessica Schepis	MS Foreign Language	August 1 st	Foreign Language K - 12	ESOL
Christina Arthurs (Steen)	Kindergarten	August 1 st	Elem Ed K-6	ESOL
Nicole Girard	3 rd Grade	August 1 st	Elem Ed K-6	ESOL
Roshonda Exantus	Co-Teacher	August 1 st	Mathematics 5-9, Health K-12	Gifted Endorsement ESOL
Nancy McClellan	4 th Grade	August 1 st	Elem Ed K-6, Business Ed (6-12)	ESOL
Brianna Grear	BSE Teacher	August 1 st	ESE K-12, Elem. Ed. K-6	ESOL
Jessica Facto	3 rd Grade Teacher	August 1 st	Elem Ed K-6	ESOL
Christopher White	MS Language Arts	August 1 st	English 6-12 and Journalism	ESOL
Christine	Co-Teacher	August 1 st	English 5-9, PreK-3,	ESOL

Gile-Woodard			ESE K-12	
Tracy Holmes	MS Math	August 1 st	Elem. Ed. 1 st – 6 th , Mathematics 5-9, ESOL End	Gifted Endorsement
Lauren Fechtmann	2 nd Grade	August 1 st	Pre-K/Primary (Age 3 – Grade 3)	ESOL
Isis Cainis	ESE	August 1 st	ESE K-12	English, ESOL
Tiffany Dilport	Co-Teacher	August 4 th	Mathematics 5-9	Elem Ed. K-6, ESOL
Rebecca Meloy	MS Language Arts	August 1 st	English 6-12	ESOL
Danielle Deaton	2 nd Grade	August 1 st	ESE	Elem Ed K-6 & ESOL
Whitney Winther	MS Language Arts	August 1 st	English 6-12	ESOL
Maria Cook	MS Language Arts	August 1 st	English 6-12, ESOL, Reading Endorsement	Gifted Endorsement
Deana Sparks	3 rd Grade	August 1 st	Elem Ed K-6, ESE K- 12	ESOL
Richard Gamboa	5 th Grade	August 1 st	Elem Ed K-6, ESE K- 12	ESOL
Adam Rhodes	5th Grade	August 1 st	Biology	Elem Ed K-6 & ESOL

6204 Scholars Hill Lane, Riverview, FL 33578
Phone: (813) 235-4811 Fax: (813) 315-4403
www.winthropcharter.org

A Member of the Charter Schools USA Family of Schools.