

MEETING MINUTES

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

Board Meeting: February 13, 2020
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
 Creekside Charter Academy
 Union Park Charter Academy

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:
February 13, 2020	2pm	315pm	March 12, 2020	1pm	R.Weaver
Meeting Location:					
On-Site Location: Clay Charter Academy, 1417 Red Apple Road, Middleburg, FL 32068					

Attended by:	
Board Members: Valora Cole –Chair Eric Johnson – Vice Chair Randy Walker – Treasurer Rod Cunningham – Director Ramdas Chandra – Secretary Absent: Dr. Steve Knobl – Director	Other Attendees: Principals of Above-Mentioned Schools Parent Facilitator at Above-Mentioned Schools Levi Williams – Board Attorney Eddie Ruiz, State Director Lane Morris, Area Director Rita Weaver – Governing Board Senior Manager, CSUSA Karen McMillian – Clay County Charter Office

CALL TO ORDER

Pursuant to public notice, the meeting commenced at 2:00p.m. with a Call to Order by Vice-Chair, Eric Johnson, as Ms. Cole was en route to the meeting and participating telephonically. Roll call was taken, and quorum established.

MOTION: Motion was made by Randy Walker and seconded by Dr. Ramdas Chandra to accept the passing of the gavel from Chair Cole to Vice-Chair Johnson. Motion was approved unanimously. (6-0)

I. ADMINISTRATIVE

Approval Board Meeting Minutes

- The Board reviewed the meeting minutes from the January 9, 2020 FCEF/BACF Board Meeting Minutes.

MOTION: A motion was made by Dr. Chandra and seconded by Randy Walker to approve the Florida Charter Educational Foundation and Bay Area Charter Foundation Meeting Minutes from January 9, 2020, as presented. Motion was approved unanimously. (5-0, 1 absent).

II. CSUSA REPORTS

Winter Assessment Results

- Dr. Eddie Ruiz presented out the State projections for the board and Area Director, Lane Morris presented out the Tier 3 schools for review of their winter testing data. Most of the schools use NWEA for winter assessment testing, however, some of the schools are now using iReady for winter assessment testing. Those results were also reviewed. The analysis of the projections is conservative as 2 years consistent data means higher predictability rates.
- The board discussed the plans and other initiatives, such as marketing and enrollment efforts. All questions were answered by Dr. Ruiz and the Area Director, Mr. Morris.

III. FINANCIALS

Q2 FY2020 Financial Review

- Seth Throne presented the board with the Q2FY2020 Financial results for the FCEF BACF portfolio of schools. Mr. Walker, the Treasurer had reviewed with Mr. Throne on a pre-call and all questions were answered by Mr. Throne and Ms. Lianne Morton.

MOTION: A motion was made by Dr. Chandra and seconded by Randy Walker to approve the Florida Charter Educational Foundation and Bay Area Charter Foundation Q2 FY2020 Financial Review, as presented. Motion was approved unanimously.

IV. NEW BUSINESS

CSP Manual for Innovation Prep Academy

- The board reviewed the CSP Manual for Innovation Prep Academy which includes the board policies.

MOTION: A motion was made by Dr. Ramdas Chandra and seconded by Dr. Randy Walker to approve the CSP Grant Manual for Innovation Prep Academy, as presented. Motion passed unanimously.

Innovation Prep Academy Lease

- The board reviewed the lease for Innovation Prep Academy. The school will be larger than any of the other board's school at 57K vs. the CSUSA model of 39K. This school is

being built to district specifications and will have a unique name that aligns with the development as the Epperson community is changing its name to Innovation Florida. The partnership with Epperson and Metro Development is bringing 4-5 more schools over time to this community. Metro Development and CSUSA has partnered with companies in the area (Philips Health and Advent Health) to bring the WISH (Wellness, Innovation, Science, and Health) concept to the school. The financials, at 1200 capacity enrollment, will be able to sustain the lease, as presented.

MOTION: A motion was made by Dr. Ramdas Chandra and seconded by Valora Cole to approve the lease between Red Apple Epperson and the Florida Charter Education Foundation, Inc., as presented. Motion passed unanimously

Out of Field and ESOL Waivers Update

- The board reviewed the Out of Field and ESOL Waivers update for the FY20 school year by school.

MOTION: A motion was made by Dr. Ramdas Chandra and seconded by Randy Walker to approve the Out of Field and ESOL Waivers, as presented. Motion passed unanimously

Agreement to Earn

- The board reviewed the letter from Dr. Cecilia Garcia for an extension to Southshore Charter Academy teacher Mrs. Jocelyn Bowman's agreement to earn requesting an extension through June 2021 as Mrs. Bowman has been battling cancer.

MOTION: A motion was made by Dr. Ramdas Chandra and seconded by Valora Cole to approve the Agreement to Earn extension, as presented. Motion passed unanimously

V. OLD BUSINESS

Winthrop College Prep Academy Lease and Update

- Rita Weaver updated the board on Winthrop College Prep Academy ("WCPA") and discussed interview dates with the board. Ms. Weaver also reviewed the updated fee schedule for WCPA's lease. Due to a clerical error, the incorrect fee schedule had been provided to the board at their December 02, 2019 board meeting. Finance reviewed the updated fee schedule with the board and all questions were answered by Ms. Morton and Mrs. Weaver.

MOTION: A motion was made by Dr. Ramdas Chandra and seconded by Randy Walker to approve the update fee schedule for WCPA, as presented. Motion passed unanimously.

A+ Recognition Money Plan for Henderson Hammock Charter School

- The board reviewed the A+ Recognition Money Plan for Henderson Hammock Charter School.


MOTION: A motion was made by Dr. Ramdas Chandra and seconded by Valora Cole to approve the A+ Recognition Money Plan for Henderson Hammock Charter School, as presented. Motion passed unanimously.

VI. PUBLIC COMMENTS

- There were no Public Comments

VII. ADJOURMENT

MOTION: Motion was made by Dr. Chandra and seconded by Valora Cole to adjourn the FCEF/BACF February 13, 2020 board meeting. Motion was approved unanimously.



Valora Cole, Chair of the Board

Date: 03/12/2020



February 10, 2020

Dear Parents,

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.

Individuals who are teaching out-of-field are certified in at least one area and are qualified to teach, but are required to take additional coursework or testing to add a coverage/endorsement to their certificate. The state also requires a teacher to take coursework/in-service towards an

English to Speakers of Other Languages (ESOL) endorsement, when the teacher is the primary language arts provider and/or reading teacher for an ESOL student.

The following table lists teachers currently out of field:

Teacher	Teaching Assignment	Start Date	Certifications Held	Out of Field Area
Sarah Collazo	Gifted	11/01/17	Elem Ed K-6	ESOL, Gifted
Kathryn Rivera-Torres	Kindergarten	07/20/17	Pre-School-Grade 3	ESOL
Melody Gann	Grade 1	08/6/18	Pre-K/Primary Education	ESOL
Tracey Mineo	Grade 1	07/20/17	Elem Ed K-6 ESE K-12 Pre K-Grade 3	ESOL
Eileen Miller	Grade 3	07/20/12	Elem Ed K-6	ESOL
Melissa Whitford	Grade 3	11/29/17	Pre K-Grade 3	ESOL
Kristen Richards	Grade 6	07/20/17	Earth Space 6-12 Physical Ed K-12	ESOL
Brittany Rodriguez	Grade 6	07/20/17	English 5-9	ESOL
Margaret Saturley	Dean of Curriculum	05/07/18	English 6-12 Reading K-12	ESOL
Michelle Holmes	Grade 1	07/26/18	Elem Ed	ESOL
Derek Hovey	Grade 4	07/26/18	Elem Ed	ESOL
Joshua Krych	Grade 5	07/29/19	ESE K-12	Elem Ed ESOL
Lisa Turner	Grade 2	7/29/2019	Elem Ed	ESOL
Justine Ellison Sharp	Grade 5	9/4/2019	PE	ESOL/K-6
Dory Muller	Gifted	9/19/2019	Social Science 6-12	ESOL/Gifted/Pre k-3
Jeanine Henriquez	MS Science	08/05/2019	Elem Ed k-6, ESOL, Reading, ESE	MG General Science
Kristin Richards	MS Science	08/05/2019	Earth Space Science 6-12, PE k-12	Biology
Melissa Conklin	MS ELA	10/21/2019	Social Science 6-12	ESOL
Janet Gillespie	Grade 2	10/11/2019	Elem Ed K-6, ESE K-12	ESOL



Lesley Snow	Gifted	10/21/2019	PE K-12, Elem Ed K-6,	Gifted/ESOL
Abbey McLuckie	Grade 2		Pre K-3	ESOL

Sincerely,

Sara Capwell, Principal

Waterset Charter School



01/17/2020

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)419-5340. The table below lists teachers who are currently out-of-field.

Sincerely,

Marsha VanHook

Marsha VanHook

Principal

Teacher	Classes Taught/Assignment(s)	Assignment Start Date	Certification(s) Held	Out-of-Field Area/Classes
A. Brevard	2 nd Grade Teacher	08/12/2019	Social Science 6-12	Social Science 6-12
R. Doyle	ESE Teacher	08/12/2019	Elem Ed K-6, ESOL Endorsed-ESE	Gifted Program
K. Eakes	1 st Grade Teacher	08/12/2019	Elem Ed K-6	ESOL
J. Ferry	5 th Grade Teacher	08/12/2019	Elem Ed K-6	ESOL
O. Garcia	4 th Grade Teacher	08/12/2019	Elem Ed K-6, ESE K-12	ESOL
D. Grant	1 st Grade Teacher	08/12/2019	Elem Ed K-6	ESOL
E. Hoblitzell	4 th Grade Teacher	08/12/2019	Elem Ed K-6	ESOL
S. Horne	3 rd Grade Teacher	08/12/2019	Biology & Chemistry	Elem Ed K-6 & ESOL
M. Stevens	2 nd Grade Teacher	08/12/2019	Social Science 6-12	ESOL- Elem Ed K-6
J. Sierra	2 nd Grade Teacher	08/12/2019	Elem Ed K-6	ESOL
R. Prince	3 rd Grade Teacher	08/12/2019	Elem Ed K-6	ESOL
B. Walli	3 rd Grade Teacher	08/12/2019	Math	Elem Ed K-6, Pre K - 3 rd & ESOL
S. Morse	5 th Grade Teacher	08/12/2019	Elem Ed K-6	ESOL
A. Relford	CRT	08/12/2019	Elem Ed K-6	ESOL
N. Girard	6 th /7 th Math	08/12/2019	Elem Ed K-6	Math 5-9
M. Hess	PE	10/07/2019	Physical Ed K-12	ESOL
C. Snapp	SCIENCE (6TH & 7TH)	12/02/2019	PREK-3 RD -MATH 5-9 READING & ESOL ENDORSEMENT	SCIENCE 5-9
E. Swartwood	6-7 th Social Studies	12/09/2019	Social Science 5-9	ESOL

14020 US Highway 301, Riverview, FL • 33578 Phone: 813-419-5340 • Fax: 813-419-5341

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T. Lewis-Renaud	1 st Grade Teacher	09/10/2019	PreK-3 rd	ESOL
B.J. Warren	Kindergarten	08/12/2019	Elem Ed K-6	ESOL

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