

MEETING MINUTES

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

Board Meeting: August 12, 2021
School(s): Woodmont Charter School
 Creekside Charter Academy
 Winthrop Charter School
 Union Park Charter Academy
 Henderson Hammock Charter School
 Keys Gate Charter School
 Clay Charter Academy
 SouthShore Charter Academy
 Waterset Charter School
 Innovation Preparatory Academy
 Winthrop College Prep 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:
August 12, 2021	1:01pm	2:08pm	September 9, 2021	1pm	R.Weaver
Meeting Location:					
On-Site Location: SouthShore Charter Academy, Clay Charter Academy, and Keys Gate Charter School					

Attended by:	
Board Members: Valora Cole –Chair Eric Johnson – Director Randy Walker – Treasurer Dr. Ramdas Chandra – Vice Chair Dr. Steve Knobl – Secretary Absent:	Other Attendees: Principals and Parent Facilitators of Above-Mentioned Schools Levi Williams – Board Attorney Dr. Eddie Ruiz, State Director Rita Weaver – Governing Board Director, CSUSA Penny Walcott, Finance Director

CALL TO ORDER

Pursuant to public notice, the meeting commenced at 1:01 p.m. with a Call to Order by Chair, Valora Cole. Roll call was taken, and quorum established.

I. ADMINISTRATIVE

Approval of the June 10, 2021 Board Meeting Minutes
Approval of the June 18, 2021 Board Meeting Minutes

- The board reviewed the meeting minutes.

MOTION: Motion was made by Eric Johnson and seconded by Dr. Chandra to approve the Meeting Minutes from the June 10, 2021 and June 18, 2021 FCEF BACF board meeting minutes with scrivener changes, as presented. Motion was approved unanimously. (5-0)

II. CSUSA REPORTS

State Director Report

- Dr. Ruiz advised the board that summer bridge programs wrapped up in July and that the schools have had successful IMPACT events with positive feedback from teachers. Dr. Ruiz also reported out to the Board that the first day of school at most of the schools were this week. Dr. Ruiz was visiting multiple schools and enrollment is looking good at those schools he visited.

School Accountability Data – Opt In

- Rita Weaver reviewed the FDOE Order No. 2021-EO-02, issued on April 9, 2021, and the FDOE Memorandum dated July 29 20221 and State Board of Education Rule 6A-1.09981, Florida Administrative Code issued that outlines the process for opting into grades. The DOE will not be issuing grades, and CSUSA reviewed the data released and after an analysis of the data which included a decision tree, has recommended the following schools opt into receiving a grade:
 - Henderson Hammock Charter School
 - Winthrop Charter School
- Eric Johnson, Dr. Chandra, and Dr. Knobl thanked the Principals and staff for their hard work and are sure that districts across the state are struggling with shoring the gap. Mr. Johnson requested that CSUSA and the schools bring forward the plan to address the deficits due to the Covid gap.

MOTION: Motion was made by Eric Johnson and seconded by Dr. Chandra to approve opting into school grades as per Florida Administrative Code Rule 6A-1.0998 for Henderson Hammock Charter School and Winthrop Charter School, as presented. Motion was approved unanimously. (5-0)

Parent/Student Handbook Addendum

- The board reviewed the parent/student handbook welcome back addendum and discussed COVID protocols, as well as the guidance given in the Florida DOE memo regarding masks. The board also discussed the staff mask mandate.

MOTION: A motion was made by Dr. Chandra and seconded by Randy Walker to approve the FY22 Parent/Student Handbook Addendum, as presented. Motion was approved unanimously. (5-0)

- Rita Weaver updated the board that board surveys would be sent to add another layer of feedback for CSUSA and used to assist in planning future strategic planning sessions.

III. FINANCIALS

- There were no Financials.

IV. OLD BUSINESS

Teacher Certification

- The board reviewed the teacher certification expiration extensions provided in the packet.

MOTION: A motion was made by Eric Johnson and seconded by Randy Walker to approve the teacher certification extension, as presented. Motion was approved unanimously. (5-0)

FY22 Charter Renewals Update

- Rita Weaver updated the board on receipt of the execution of the 5-year charter renewals for Southshore Charter Academy and Woodmont Charter School. The board thanked Principal Cuwana Lawson and Principal Amy Sams for all of their hard work during the contentious renewal process.
- The board discussed the charters up for renewal and would request 5-year renewals for the following schools:
 - Henderson Hammock Charter School
 - Waterset Charter School
- The board discussed the dates and participation in the upcoming renewal process and stated how important it is that they show Hillsborough County the impact that the charters make. The board discussed developing a growth plan and requested CSUSA's growth plan in order to ensure compatibility.

MOTION: A motion was made by Eric Johnson and seconded by Dr. Steve Knobl to approve the request for renewals for 5-years for the following schools: Henderson Hammock Charter School and Waterset Charter School, as presented. Motion was approved unanimously. (5-0)

- Mr. Eric Johnson asked Mr. Terry Johnson and CSUSA to address the Winthrop Charter School traffic issues and asked that Mr. T. Johnson work with the community to understand the concerns. Mr. T. Johnson advised that he has met with Dr. Kotkin, Principal at Winthrop College Prep Academy to discuss the transportation provider, the bus hub, and schedule a meeting with Mr. John Sullivan. Additionally, the traffic congestion was exacerbated by Covid and that should be resolved this year.

V. NEW BUSINESS

Southshore Charter Academy Bell Schedule

- Principal Sams requested an adjustment to the bell schedule for a staggered dismissal to ease congestion.

MOTION: A motion was made by Eric Johnson and seconded by Dr. Chandra to approve the request for an adjusted bell schedule for Southshore Charter Academy, as presented. Motion was approved unanimously. (5-0)

ESSER II Purchase Orders

- The board reviewed the ESSER II Purchase Orders over \$50,000 included in previously approved budgets.

MOTION: A motion was made by Eric Johnson and seconded by Randy Walker to approve the ESSER II Purchase Orders, as presented. Motion was approved unanimously. (5-0)

Title I Summary Plan

- The board reviewed the Title I Summary Plan for the following schools:
 - Keys Gate Charter School

MOTION: A motion was made by Eric Johnson and seconded by Randy Walker to approve Title I Summary Plans for Keys Gate Charter School, as presented. Motion was approved unanimously. (5-0)

Out of Field Waivers

- The board reviewed the Out of Field Waivers and discussed the process of completing the waivers. The board requested that to the extent possible, the board wants teachers to be certified in the subjects they are teaching.

MOTION: A motion was made by Dr. Chandra and seconded by Dr. Steve Knobl to approve the Out of Field Waivers, as presented. Motion was approved unanimously. (5-0)

Principal/Parent Facilitator and Conflict Designee Approval

- The board reviewed the list of Principals and Parent Facilitator/Conflict Designees.

MOTION: A motion was made by Eric Johnson and seconded by Randy Walker to appoint the Principal and Parent Facilitator/Conflict Designees, as presented. Motion was approved unanimously. (5-0)

Student Progression Plan

- The board reviewed the CSUSA Student Progression Plan for the following districts:
 - Hillsborough
 - Pasco
 - Clay

- The board reviewed the Miami Dade County District student progression plan for Keys Gate Charter School.

MOTION: A motion was made by Eric Johnson and seconded by Randy Walker to approve the CSUSA Student Progression Plan for the Florida Charter Education Foundation, Inc. portfolio of schools in the following counties: Hillsborough, Pasco, and Clay, as presented. Motion was approved unanimously. (5-0)

CSUSA Compensation Performance Plan

- The board discussed the CSUSA Compensation Performance Plan. Rachel Windler-Freitag outlined the statutory requirements met within the plan.

MOTION: A motion was made by Eric Johnson and seconded by Randy Walker to approve the CSUSA Compensation Performance Plan, as presented. Motion was approved unanimously. (5-0)

Evaluations

- The board reviewed the CSUSA Instructional Evaluation Plan and the CSUSA Administrative Evaluation Plan for the FY22 School Year. The plan meets the statute requirements.

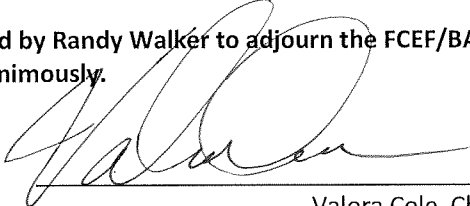
MOTION: A motion was made by Eric Johnson and seconded by Dr. Steve Knobl to approve the CSUSA Instructional Evaluation Plan and the CSUSA Administrative Evaluation Plan, as presented. Motion was approved unanimously. (5-0)

VI. PUBLIC COMMENTS

- There were no public comments

VII. ADJOURMENT

MOTION: Motion was made by Eric Johnson and seconded by Randy Walker to adjourn the FCEF/BACF June 18, 2021, board meeting. Motion was approved unanimously.



Valora Cole, Chair

Date: 09-29-2021



Date 08/10/2021

Dear Parent/Guardian:

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.

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,


Lane Morris
Principal

Teacher	Classes Taught/Assignment(s)	Assignment Start Date	Certification(s) Held	Out-of-Field Area/Classes
K. Arseneau	ESE Teacher	08/26/2020	ESE & ESOL	Elem Ed K-6
S. BAXTER	MS SCIENCE	8/10/2021	SOCIAL SCIENCE	SCIENCE 5-9
K Bernal	MS ELA Teacher	08/10/2021	Elem Ed K-6	ESOL
A. Brevard	2 nd Grade Teacher	08/12/2019	Social Science 6-12	ESOL
K. Eakes	1 st Grade Teacher	08/12/2019	Elem Ed K-6	ESOL
A Elyea	2 nd Grade Teacher	08/10/2021	Elem Ed K-6	ESOL
C. Fahie	MS ELA Teacher	08/10/2021	English 5-9	ESOL & Reading
K. Ferdinand	KDG Teacher	08/10/2021	Pre K-3 rd	ESOL
Q. Fleming-English	5 th Grade Teacher	08/10/2021	Physical Ed K-12	ELEM Ed K-6 & ESOL
J. Himes	3 rd Grade Teacher	08/12/2019	Elem Ed K-6	ESOL
E. Hoblitzell	4 th Grade Teacher	08/10/2021	Elem Ed K-6	ESOL
J. Mitchell	MS ELA Teacher	01/11/2021	English 5-9	ESOL & Reading
T. Lewis-Renaud	1 st Grade Teacher	09/10/2019	PreK-3 rd	ESOL
S Plowman	5 th Grade Teacher	08/10/2021	ESE & ELEM Ed K-6	ESOL
J. Richardson	3 rd Grade Teacher	08/24/2020	Elem Ed K-6 & ESE	ESOL
M. Scott-Johnson	1 st Grade Teacher	08/10/2021	PreK-3 rd	ESOL

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G. Tinson	3 rd Grade Teacher	08/10/2021	Elem Ed K-6	ESOL
B.J. Warren	Kindergarten	08/12/2019	Elem Ed K-6	ESOL
M. Zacherl	1 st Grade Teacher	08/24/2020	ELEM ED K-6	ESOL

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Henderson Hammock Charter School

ESOL AND OUT OF FIELD WAIVERS

	<u>TEACHERS' NAME</u>		<u>ESOL</u>	<u>Reading</u>	<u>Gifted</u>	<u>OOF WAIVER Subject</u>
	<u>FIRST</u>	<u>LAST</u>				
1	Rebecca	Bernhardt	X			
2	Lea	Chandler				6th Grade Math
3	Zahbiana	Espinal	X			
4	Wilmarie	Falconi	X			
5	Ashley	Gerlach	X			
6	Jamie	Lane	X			
7	Maria	Lugo	X			
8	Louise	Mahonchak	X			
10	Shane	Morse				7th Grade Math
11	Jean	O'Connor	X			
12	Emma	Volz				6 th Grade Social Studies

Innovation Preparatory Charter

ESOL AND OUT OF FIELD WAIVERS

	<u>TEACHERS' NAME</u>		<u>ESOL</u>	<u>Reading</u>	<u>Gifted</u>	<u>OOF WAIVER Subject</u>
	<u>FIRST</u>	<u>LAST</u>				
1	Annette	Medina				Elem Ed K-6
2	Miguel	Cerpa	X			
3	Jendayi	Ricardo	X			
4	Chris	Pierre-Charles	X			
5	Tammie	Hudson	X			
6	Luke	Calleja	X			
7	Evena	Seneque	X			
8	Shannon	Clarke	X			
9	Johanna	Mendez				Spanish K-12
10	Angela	Alexander				ESE
11						
12						

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 Subject</u>
	<u>FIRST</u>	<u>LAST</u>				
1	Marlene	Alvarez				X - Spanish K-12
2	Sarah	Kern			X	
3	Gregory	Thomas	X			X- Elem K-6
4	Awan	Tekena Williams	X			X- Elem K-6
5	Veronica	Salcido	X			X- Elem K-6
6	John	Franquiz				X- Elem K-6
7	Marybeth	Clark				X- Math 5-9
8	Andres	Magliano Aizpurua				X- Social Science 6-12
9	Alveita	Lewis	X			
10	Christina	Villa	X			
11	Karina	Teran	X			
12	Lene	Wood	X			
13	Maria	Cardozo	X			
14	Margarette	Vital	X			
15	Monica	Diaz	X			
16	Katherine	Spinelli	X			
17	Emilee	Joseph	X			
18	Elisse	Zimbelmann	X			
19						
20						
21						
22						
23						

Southshore Charter Academy

ESOL AND OUT OF FIELD WAIVERS

<u>TEACHERS' NAME</u>		<u>ESOL</u>	<u>Reading</u>	<u>Gifted</u>	<u>OOF WAIVER Subject</u>
	<u>FIRST</u>	<u>LAST</u>			
1	ex. Jane	Doe	X		History
2	Megan	Boyd	X		Elementary Education
3	Kayleigh	Butler	X		Elementary Education
4	Karalee	Gamer	X		Elementary Education
5	Vanel	Marc	X		5-9 Math
6	Heather	McCoy	X		Elementary Education
7	Kayla	Raulerson	X		Elementary Education
8	Kristie	Smith	X		Elementary Education
9	Jorie	Allen-Armour	X		
10	Karla	Arias	X		
11	LaFonda	Bobbitt	X		
12	Jessica	Bridges	X		
13	Janie	Chase	X		
14	Johni	Fairley	X		
15	Marissa	Fenner	X		
16	Tristan	Geer	X		
17	ToniMarie	Gosizk	x		
18	Amy	Guerzon	X		
19	Marthe	Guilbad	X		
20	Jennifer	Keating	X		
21	Matthew	Lamb	X		
22	Kellerin	Masonjones	X		X
23	Sarah	Miller	X		
24	Brock	Minnes	X		
25	Ameial	Osisek	X		
26	Jill	Ragans	X		
27	Carmen	Reyes	X		
28	Earl	Ricci	X		
29	Israel	Rivera	X		
30	Nataniel	Rodriguez-Garcia	X		
31	Sonia	Rosado	X		
32	Jenna	Rugel	X		
33	Christopher	Springs	X		
	Katie	Summey	X		
	Dianne	Tremmel	X		
	Gregory	Volmar	X		
	Kaitlin	Whittington	X		
	Andrew	Williams	X		
	Miles	Wilson	X		
	Amber	Zintel	X		



8/12/21

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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
Kimberly Fowler	Kindergarten	August 10 th	Elem Ed. K-6	ESOL
Damien Billups	1 st Grade	August 10 th	Statement of Eligibility	ESOL
Kimberly Fields-Miller	Kindergarten	August 10 th	Pre-K/Primary (Age 3 – Grade 3)	ESOL
Antonia Lowden	1 st Grade	August 10 th	Elem Ed K-3	ESOL
Alexandra Williams	1 st Grade	August 10 th	Statement of Eligibility	Elem Ed. K-6, ESOL
Kristahl Parker	1 st Grade	August 10 th	Temporary K-3	ESOL
Richard Gamboa	5 th Grade	August 10 th	Elem Ed K-6	ESOL
Jessica Facto	5 th Grade	August 10 th	Elem Ed K-6	ESOL
Sara Azinger	MS Language Arts	August 10 th	Statement of Eligibility, English 6-12	ESOL
Rey Anderson	MS Mathematics	August 10 th	Statement of Eligibility	Mathematics
Sara Campbell	MS Language Arts	August 10 th	Statement of Eligibility Elem Ed K-6	English 6 -12, ESOL
Christine Woodard	Co-teacher	August 10 th	ESE grade K-12, English 5-9, Prekindergarten/Primary Ed (age 3- Grade 3)	ESOL
Aja Jordan	Co-Teacher	August 10 th	Temporary for ESE k-12	English, 6-12, ESOL
Whitney Winther	MS Language Arts	August 10 th	English 6-12	ESOL
Olivia Reeb	MS Mathematics	August 10 th	Social Science 6-12	Mathematics

Samantha Fiala	Co-Teacher	August 10th	Elem Ed K-6	ESOL
Christopher White	MS Language Arts	August 10 th	English 6-12	ESOL
Megan Paul	Co-Teacher	August 10th	Elem Ed K-6, Math 6-12	ESOL
Erika Ford	Co-Teacher	August 10th	Temporary English 5-9	ESOL

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