

MEETING MINUTES

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

Board Meeting: September 29, 2021

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
Innovation Preparatory Academy
Winthrop College Prep Academy

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:
September 29, 2021	11:33am	12:50pm	TBD	TBD	R.Weaver
Meeting Location:					
On-Site Location: Henderson Hammock Charter School, Clay Charter Academy, Keys Gate Charter School, Innovation Preparatory Academy, and Union Park Charter Academy					

Attended by:	
<p>Board Members: Valora Cole –Chair Eric Johnson – Director Randy Walker – Treasurer Dr. Ramdas Chandra – Vice Chair Dr. Steve Knobl – Secretary</p> <p>Absent: none</p>	<p>Other Attendees: Principals and Parent Facilitators of Above-Mentioned Schools Levi Williams – Board Attorney Dr.Eddie Ruiz, State Director Dr. Sara Capwell, Area 3 Deputy Director Rita Weaver – Governing Board Director, CSUSA Penny Walcott, Finance Director</p>

CALL TO ORDER

Pursuant to public notice, the meeting commenced at 11:33 a.m. with a Call to Order by Chair, Valora Cole. Roll call was taken, and quorum established.

I. ADMINISTRATIVE

Approval of the August 12, 2021 Board Meeting Minutes

- The board reviewed the meeting minutes.

MOTION: Motion was made by Eric Johnson and seconded by Randy Walker to approve the Meeting Minutes from the August 12, 2021, FCEF BACF board meeting minutes with, as presented. Motion was approved unanimously. (5-0)

II. CSUSA REPORTS

State Director Report

- Dr. Ruiz reviewed the state assessment data overall, by subject area, and in comparison, to local districts and reviewed the areas that need improvement as well as the areas that the school scored higher than the districts. The FCEF BACF portfolio of schools are outperforming their district counterparts in several areas. The board also reviewed the Tier 1, 2, and 3 schools and that the school strategic goals are due on September 30 and will be presented to the board once those plans are finalized.
- Dr. Ruiz also reviewed the COVID data which has been trending downward as well as reviewing the State of Florida Surgeon General Rule 64DER21-15 and implementing this rule.

III. FINANCIALS

FY21 Unaudited Financial Review

- Penny Walcott review the FY21 Unaudited Financials with the governing board. Randy Walker, Board Treasurer, updated the board on his pre-meeting with Ms. Walcott and that his questions had been answered.

MOTION: A motion was made by Randy Walker and seconded by Eric Johnson to approve the FY21 Unaudited Financials of the FCEF BACF portfolio of schools, as presented. Motion was approved unanimously. (5-0)

Teacher Salary Instructional Allocation

- Dr. Ruiz reviewed the teacher salary instructional allocation plan along with salary ranges by school with the governing board. Mr. Johnson thanked Dr. Ruiz for presenting the plan and that appropriate funding of teachers is key to being able to secure good outcomes.

MOTION: A motion was made by Eric Johnson and seconded by Dr. Ramdas Chandra to approve the Teacher Salary Instructional Allocation plan for the FCEF BACF portfolio of schools, as presented. Motion was approved unanimously. (5-0)

IV. OLD BUSINESS

Teacher Certification

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

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

FY22 Charter Renewals Update

- Rita Weaver updated the board on the Henderson Hammock renewal application being submitted on October 4, 2021 and discussed the board meeting with the district as part of the renewal process.
- The board also discussed the Waterset Charter School renewal application being submitted on November 1, 2021 and discussed the board meeting with the district as part of the renewal process.
- The board reviewed the checklist and application from Hillsborough for both Henderson Hammock Charter School and Waterset Charter School.
- The board discussed the Union Park Charter Academy renewal with Pasco county and discussed requesting a 15 year renewal as the school will be a high performing school.

MOTION: A motion was made by Eric Johnson and seconded by Randy Walker to approve the request for a 15 year renewal for Union Park Charter Academy and to approve the Henderson Hammock Charter School and Waterset Charter School/Hillsborough applications, 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)

Business Development

- Mr. Johnson thanked CSUSA for bringing opportunities for growth back to the board as per the request at the August 12, 2021, board meeting. The board discussed expansion in Pasco County and the opportunities to continue and grow the partnership at Innovation Preparatory Academy and discussed the partnership with Metro Development.

MOTION: A motion was made by Eric Johnson and seconded by Dr. Ramdas Chandra to approve Innovation Preparatory Academy expansion and an additional enrollment of 400 students, as presented. Motion was approved unanimously. (5-0)

- The board discussed expanding into nearby counties and discussed replicating a high performing charter, Clay Charter Academy, and the opportunities with forming

partnerships with developers similar to the relationship in Pasco with Metro Development.

MOTION: A motion was made by Eric Johnson and seconded by Dr. Ramdas Chandra to approve the high performing replication of Clay Charter Academy in Sarasota County, as presented. Motion was approved unanimously. (5-0)

Instructional Continuity Plan Approval

- The board reviewed the Instructional Continuity Plan ("ICP") following the DOE template.

MOTION: A motion was made by Eric Johnson and seconded by Dr. Ramdas Chandra to approve the ICP, as presented. Motion was approved unanimously. (5-0)

October Meeting

MOTION: A motion was made by Eric Johnson and seconded by Randy Walker to cancel the October board meeting. Motion was approved unanimously. (5-0)

V. NEW BUSINESS

Out of Field Waivers

- The board reviewed the Out of Field Waivers

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)

Board Meeting Software

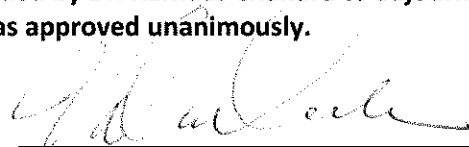
- The board discussed the potential use of a board meeting software.

VI. PUBLIC COMMENTS

- There were no public comments

VII. ADJOURMENT

MOTION: Motion was made by Dr. Steve Knoble and seconded by Dr. Ramdas Chandra to adjourn the FCEF/BACF September 29, 2021, board meeting. Motion was approved unanimously.



Valora Cole, Chair

Date: 11-04-2021



Date 08/24/2021

Dear Parent/Guardian:

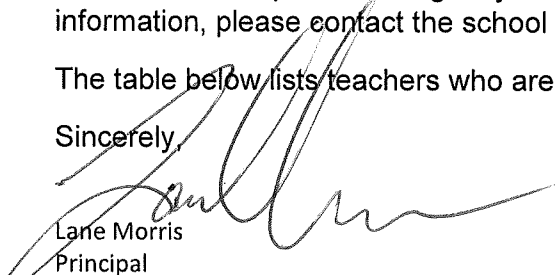
All educators in Florida are monitored to ensure they meet certification and training requirements as mandated by law. Per Florida Statute 1012.42, when a teacher is assigned teaching duties out of the field in which the teacher is certified, the parents of all students in the class shall be notified 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
A. Brevard	2 nd Grade Teacher	08/12/2019	Social Science 6-12	ESOL
C. Contreras	4 th Grade Teacher	08/30/2021	PreK-3 rd	Elem Ed K-6 & 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
C. Lanke	KDG Teacher	8/10/2021	Math 5-9	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
J. Peterson	4 th Grade Teacher	08/17/2021	ESE	Elem Ed K-6 & ESOL
S Plowman	5 th Grade Teacher	08/10/2021	ESE & ELEM Ed K-6	ESOL

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

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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
K. Sloley	Art Teacher	08/23/2021	Social Science	Art K-12
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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Clay 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	Chassity	Brown	X			3rd Grade Math
2	Hannah	Burke				MS Science
3	Mari	Patterson				Creative Writing
4	Darlene	Schwab	X			
5	Cassandra	Agee	X			
6	Stacy-Anne	McDonald	X			
7	Marie	Nookiah	X			
8	Liana	Olson	X			
9	Audrey	Reynolds				3rd Grade Reading
10	Allison	Choate	X			
11	Hope	Vancura	X			
12	Calli	Preston-Johnson	X			English 6-9
13	Laura	McPhilomy	X			
14	Chelsie	Hurren	X			
15	Jasmine	Hamilton				ESE
16						

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	<i>ex. Jane</i>	<i>Doe</i>	X			<i>History</i>
1	Lea	Chandler				6th Grade Math
2	Zahbiana	Espinal	X			
3	Wilmarie	Falconi	X			
4	Ashley	Gerlach	X			
5	Jamie	Lane	X			
6	Maria	Lugo	X			
7	Louise	Mahonchak	X			
8	Jean	O'Connor	X			
9	Emma	Volz	X			6 th Grade Social Studies
10	Nilufar	Ayoob	X			
11	Natalie	Brown	X			
12	Brianna	Donaruma	X			
13	Annamaria	Felix	X			
14	Sophia	Holland-Walker	X			
15	Mary Lynn	Hugo	X			
16	Linsey	Jimenez	X			
17	Natalie	Richards	X			
18	Madeline	Rivera-Crouch	X			
19	James	Rosier	X			
20	Austin	Rudd	X			
21	Vanessa	Ruiz	X			
22	Danielle	Smith	X			
23	Kathryn	Fomuke	X			
24	Mary Cheryl	Jabian	X			



INNOVATION PREPARATORY ACADEMY

September 29th, 2021

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:

Last Name	First Name	Out of Field Area Description	Teaching Area	Assignment Start Date
MEDINA	ANNETTE	ELEMENTARY EDUCATION K-6	1 st Grade Teacher	7/26/21
FISHER	NICOLE	MIDDLE GRADES GEN SCIENCE 5-9	STEM Teacher	7/26/21
PUGH	DOUGLAS	ESOL ENDORSEMENT K-12	4 th Grade Teacher	7/26/21
MCDERMOTT	TIFFANY	ELEMENTARY EDUCATION K-6/ESOL	4 th Grade Teacher	7/27/20
ANDERSON	SALLY	ESOL ENDORSEMENT K-12	Kindergarten Teacher	7/27/20
CHILDS	TARIA	ELEMENTARY EDUCATION K-6	Kindergarten Teacher	7/26/21
BEALS	ALEXIS	ENGLISH 6-12	Middle School ELA	7/26/21
MENDEZ	JOHANNA	SPANISH	Spanish Teacher	7/27/20
NADOW	AIMEE	ELEMENTARY EDUCATION K-6	Middle School ELA	9/27/21
RICARDO	JENDAYI	ESOL ENDORSEMENT K-12	1 st Grade Teacher	7/27/20
MUNSON	ALANA	ELEMENTARY EDUCATION K-6/ESOL Endorsement	4 th Grade Teacher	10/2/20
CARDELLA	JENNIFER	ESOL ENDORSEMENT K-12	3 rd Grade Teacher	3/23/20
SUMMERSBEE	AMELIA	MG MATHEMATICS 5-9	Middle School Math	7/26/21
REDFORD	MEGHANN	ESOL ENDORSEMENT K-12	2 nd Grade Teacher	7/26/21
CASTRO	KAITLYN	ESOL ENDORSEMENT K-12	Kindergarten Teacher	7/26/21
AMORE	TAYLOR	ESOL ENDORSEMENT K-12	1 st Grade Teacher	7/26/21
RABY	ALEKSANDRA	DRAMA 6-12	Music Teacher	7/26/21

Updated 9.27.21

Sincerely,

Beth Hinton
Principal, Innovation Preparatory Academy



UNION PARK

Charter Academy

Teacher	Class Taught Assignments	Assignment Start Date	Certifications Held	Out-of-Field Area/Class
Maxwell, Audrea	4 th grade Teacher	08/03/2020	Music grade (K-12)	Elementary Education ESOL
Fonseca, Crystal	2 nd grade Teacher	07/27/2020	Elementary education (Grades K-6)	Elementary Education ESOL
Stewart, Gina	1 st grade Teacher	08/03/2020	Elementary education (Grades K-6)	ESOL
Tayarani, Zahra	5th grade Teacher	07/26/2021	English grades 6-12	Teacher Elementary K5
Valecillo, Sofia	2 nd grade Teacher	08/03/2020	Elementary Education, preschool education, prekindergarten/Primary Education	ESOL

Date Rev: 9/1/2021



Dayna Morales, Principal

Kristen Land, Assistant Principal

32775 Oldwoods Ave. Wesley chapel, FL 33543

Phone: (813) 358-7306 Fax: (813)358-7307



www.unionparkacademy.org

8/30/2021

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.

Pasco County Public School 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 our teachers are certified to teach, although some of them are currently out-of-field and are working on additional areas of certifications. 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 will like more information, please contact the school at 813-358-7306.

The enclosed table below list teachers who are currently out-of-field

Sincerely,

Dayna Morales

Principal
Union Park Charter Academy



9/9/21

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
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 10th	Pre-K/Primary (Age 3 – Grade 3)	ESOL
Antonia Lowden	2 nd Grade	August 10th	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 10th	Elem Ed K-6	ESOL
Jessica Facto	5 th Grade	August 10th	Elem Ed K-6	ESOL
Sara Azinger	MS Language Arts	August 10th	Statement of Eligibility, English 6-12	ESOL
Rey Anderson	MS Mathematics	August 10th	Statement of Eligibility	Mathematics
Sara Campbell	MS Language Arts	August 10th	Statement of Eligibility Elem Ed K-6	English 6 -12, ESOL
Christine Woodard	Co-teacher	August 10th	ESE grade K-12, English 5-9, Prekindergarten/Primary Ed (age 3- Grade 3)	ESOL
Aja Jordan	Co-Teacher	August 10th	Temporary for ESE k-12	English, 6-12, ESOL
Whitney Winther	MS Language Arts	August 10th	English 6-12	ESOL
Olivia Reeb	MS Mathematics	August 10th	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

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

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9/20/21

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

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

Sincerely,
Dr. Cheryl Cendan
Principal

Teacher	Classes Taught Assignment(s)	Assignment Start Date	Certification(s) Held	Out-of-Field Area/Classes
Trudiann Anthony	1 st Grade	August 10 th	Elem Education	ESOL
Natasha Lebrun	5 th Grade	August 10th	Social Science	ESOL
Bettina Geel	Social Science	August 10th	Social Science	ESOL
Patrice Ward	Reading	August 10th	Reading, Elementary Ed.	ESOL

Phone: (813) 708-1596 Fax: (813) 739-7301
www.woodmontcharter.org

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