

MEETING MINUTES

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

Board Meeting: November 4, 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:
November 4, 2021	pm	pm	December 9, 2021	1pm	M. Llanes
Meeting Location:					
On-Site Locations: Creekside Charter School, Clay Charter Academy, Keys Gate Charter School, Innovation Preparatory Academy, and Union Park Charter Academy					

Attended by:	
Board Members: Valora Cole – Chair Eric Johnson – Director Randy Walker – Treasurer Dr. Ramdas Chandra – Vice Chair Dr. Steve Knobl – Secretary Absent: none	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 Maggie Llanes – Board Governance

CALL TO ORDER

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

I. ADMINISTRATIVE

Approval of the September 29, 2021 Board Meeting Minutes

- The board reviewed the meeting minutes.

MOTION: Motion was made by and seconded by to approve the Meeting Minutes from the September 29, 2021, FCEF BACF board meeting minutes, 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's 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

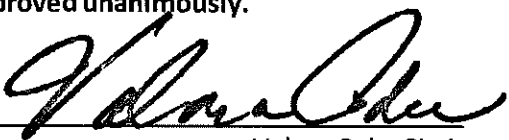
- The board discussed the potential use of a board meeting software.

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: 11-04-21



Date 10/18/2021

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
C. Contreras	4 th Grade Teacher	08/30/2021	PreK-3 rd	Elem Ed K-6
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. Gandy	5 th Grade Teacher	09/13/2021	Elem Ed K-6	ESOL
J. Himes	3 rd Grade Teacher	08/12/2019	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
T. Nesmith	4 th Grade Teacher	10/04/2021	ELEM Ed K-6	ESOL
J. Peterson	4 th Grade Teacher	08/17/2021	ESE	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

www.creeksidecharter.org

Home of the Tigers!

A Member of the Charter Schools USA Family of Schools

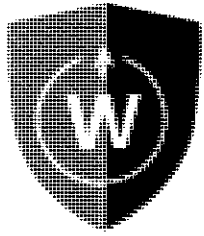
J. Richardson	3 rd Grade Teacher	08/24/2020	Elem Ed K-6 & ESE	ESOL
M. Scott-Johnson	1 st Grade Teacher	08/10/2021	PreK-3 rd	ESOL
R. Simon	Stem K-8	08/10/2021	Biology 6-12	Elem Ed K-6
K. Sloley	Art Teacher	08/23/2021	Social Science	Art K-12
G. Tinson	3 rd Grade Teacher	08/10/2021	Elem Ed K-6	ESOL
B.J. 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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October 04, 2021

Dear Winthrop College Prep Academy 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.

Winthrop College Preparatory Academy 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 813-678-2030.

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

Vinthrop College Prep Academy

12802 US Hwy 301
Riverview, FL 33578
Phone: (813)678-2030

winthropprep.org

MICHAEL C. KOTKIN
Principal

JENNIFER SILVERS
Assistant Principal

RICH SYRING
Director of Student Services

JYE FOREMAN
College and Career Counselor

MARIELEINE HARRIS
School Operations Administrator

ROSA RONDOLET
School Enrollment Administrator

BRIAN BRILMYER
Athletic Director

Teacher	Classes Taught Assignments	Assignment Start Date	Certifications Held	Out-of-field Area/Classes
Colon, Celines	English 1, English 4 Honors	8.10.2021	Middle Grades English	English 4 Honors, ESOL
Cook, Shamorrow	English 3 Honors, AICE English	8.10.2021	General Curriculum Language Arts (6-12) Social Science	English ESOL
Velasquez, Dean	Computer Science Math	8.10.2021	Math	Programming Essentials

Sincerely,

Michael C. Kotkin
Principal
Winthrop College Preparatory Academy



Visit our website
charterschoolsusa.com.



6 de Agosto de 2021

Estimados Padre o encargados:

Todos los maestros en Florida son supervisados para asegurar que cumplan con los requisitos de certificación y capacitación, según lo establece la ley. De acuerdo al Estatuto de Florida 1012.42, cuando un maestro se le asigna una posición docente fuera de su área en la cual se ha certificado, los padres de todos los estudiantes en esa clase serán notificados por escrito. Las Escuelas Públicas del Condado de Hillsborough están comprometidas a proporcionar una enseñanza de calidad para todos los estudiantes, y lo hace empleando a las personas más capacitadas para enseñar y apoyar a cada estudiante en el salón de clase. El distrito está ayudando a nuestros maestros con el desarrollo de un Plan Individual de Desarrollo Profesional para completar los requisitos necesarios para que sean certificados en esa área. Todos nuestros maestros están certificados para enseñar, aunque algunos de ellos están actualmente enseñando fuera de su área de certificación, y están obteniendo certificaciones en otras áreas. Usted tiene el derecho de saber las credenciales profesionales de los maestros o auxiliares docentes que están enseñando a su hijo(a). La ley federal le permite solicitar información sobre los maestros de su hijo(a) y al mismo tiempo, nos obliga a proporcionársela en un tiempo adecuado, si usted lo solicita. Si desea más información, por favor comuníquese con la escuela al 813-602-0622.

La gráfica a continuación muestra los maestros que están actualmente enseñando fuera de su área de certificación.

Atentamente,

Bradley Warren

Maestro(a)	Clases impartidas/ Asignación(es)	Fecha de inicio de la asignación	Certificación(es) obtenidas	Clases/área Fuera de certificación
Luz Adams	4 th grade	8/2/2021	Social Science	Elementary k-6
Sonja Armstrong	Kindergarten	1/25/2021	Prek-3	ESOL
Jonathan Bergeron	MS Math	08/19/2020	Elementary k-6	MS Math
Johnetta Clark	Grade 5	02/28/2020	Social Studies 6-12	Elementary k-6
Sarah Collazo	CRT/Gifted	11/01/2017	Elem Ed K-6	ESOL, Reading
Nicole DeCicco	Grade 2	08/17/2020	Primary prek-3	ESOL
Scott Ehrlich	MS ELA	09/27/2020	English 6-12	ESOL
Justine Ellison Sharp	Grade 5	9/4/2019	PE	ESOL/K-6
Rachel Espinosa	Grade 3	08/24/2021	Social Science	Elementary k-6
Danielle Forrester	Art k-5	04/20/2020	Social Science 5-9 Social Science 6-12	Art k-12
Amanda Fox	MS Technology	11/12/2020	Marketing 6-12	Business Education



Melody Gann	Grade 1	08/6/2018	Pre-K/Primary Education	ESOL
Amanda Guley	Grade 2	08/10/2020	Elementary k-6	ESOL
Jeanine Henriquez	MS Science	08/05/2019	Elem Ed k-6, ESOL, Reading, ESE	MG General Science
Derek Hovey	Grade 4	07/26/2018	Elem Ed	ESOL
Danielle Hutchinson	Grade 1	12/14/2020	Chemistry 6-12	Elementary k-6, ESOL
Kimberly Idrobo Perez	MS ELA	7/26/2021	Elem Education	ESOL MS ELA
Lynda Illames	Grade 4	08/05/2021	Business	Elem Ed
Christine Kelly	ESE	07/26/2021	ESE	Reading
Joshua Krych	ESE	07/29/2019	ESE K-12	Elem Ed ESOL Reading
Faith Lissitz	3 rd Grade	7/26/2021	Social Science 5-9	Elem Education, ESOL
Vanessa Mangroo	Kindergarten	07/01/2020	MS ELA 5-9	ESOL, Elementary k-6
Abbey McLuckie	Grade 2	10/03/2019	Pre K-3	ESOL
Lacitia Meggs	MS ELA	7/26/2021	Social Studies 5-9	MS ELA
Tracey Mineo	Grade 1	07/20/2017	Elem Ed K-6 ESE K-12 Pre K-Grade 3	ESOL
Eileen Miller	Grade 3	07/20/2017	Elem Ed K-6	ESOL
Carmen Prada	Grade 3	08/03/2020	Primary prek-3	ESOL
Cecilia Rhoads	Grades 3	08/21/2020	Primary Prek -3	ESOL
Kathryn Rivera-Torres	Kindergarten	07/20/2017	Pre-School-Grade 3	ESOL
Brittany Rodriguez	MS ELA	07/20/2017	MS ELA	ESOL
Lanita Sanchez-Moore	MS ELA	04/01/2020	Social Studies 6-12	MS ELA 6-12, ESOL
Sindhu Sethunath	MS Science	07/01/2020	Biology 6-12	MG General Science
Kelli Starks-Harris	Grade 2	07/27/2020	PE	ESOL, Elem k-6
Brendan Trumble	Grade 5	08/18/2020	Social Studies 6-12	Elementary k-6 , ESOL
Rhonda Vogt	Kindergarten	08/03/2020	Primary prek-3	ESOL
Andrew Von Preysing	Grade 4	08/10/2020	Elementary k-6	ESOL
Melissa Whitford	Grade 3	11/29/2017	Pre K-Grade 3	ESOL
Margaret Woodward-Thym	Elem Science and MS Health	07/26/2021	Elementary k-6	MS Health



August 6, 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 813-602-0622.

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

Sincerely,

Bradley Warren

Teacher	Teaching Assignment	Start Date	Certifications Held	Out of Field Area
Luz Adams	4 th grade	8/2/2021	Social Science	Elementary k-6
Sonja Armstrong	Kindergarten	1/25/2021	Prek-3	ESOL
Jonathan Bergeron	MS Math	08/19/2020	Elementary k-6	MS Math
Johnetta Clark	Grade 5	02/28/2020	Social Studies 6-12	Elementary k-6
Sarah Collazo	CRT/Gifted	11/01/2017	Elem Ed K-6	ESOL, Reading
Nicole DeCicco	Grade 2	08/17/2020	Primary prek-3	ESOL
Scott Ehrlich	MS ELA	09/27/2020	English 6-12	ESOL
Justine Ellison Sharp	Grade 5	9/4/2019	PE	ESOL/K-6
Rachel Espinosa	Grade 3	08/24/2021	Social Science	Elementary k-6
Danielle Forrester	Art k-5	04/20/2020	Social Science 5-9 Social Science 6-12	Art k-12
Amanda Fox	MS Technology	11/12/2020	Marketing 6-12	Business Education
Melody Gann	Grade 1	08/6/2018	Pre-K/Primary Education	ESOL
Amanda Guley	Grade 2	08/10/2020	Elementary k-6	ESOL



WATERSSET CHARTER
SCHOOL

Jeanine Henriquez	MS Science	08/05/2019	Elem Ed k-6, ESOL, Reading, ESE	MG General Science
Derek Hovey	Grade 4	07/26/2018	Elem Ed	ESOL
Danielle Hutchinson	Grade 1	12/14/2020	Chemistry 6-12	Elementary k-6, ESOL
Kimberly Idrobo Perez	MS ELA	7/26/2021	Elem Education	ESOL MS ELA
Lynda Illames	Grade 4	08/05/2021	Business	Elem Ed
Christine Kelly	ESE	07/26/2021	ESE	Reading
Joshua Krych	ESE	07/29/2019	ESE K-12	Elem Ed ESOL Reading
Faith Lissitz	3 rd Grade	7/26/2021	Social Science 5-9	Elem Education, ESOL
Vanessa Mangroo	Kindergarten	07/01/2020	MS ELA 5-9	ESOL, Elementary k- 6
Abbey McLuckie	Grade 2	10/03/2019	Pre K-3	ESOL
Lacitia Meggs	MS ELA	7/26/2021	Social Studies 5-9	MS ELA
Tracey Mineo	Grade 1	07/20/2017	Elem Ed K-6 ESE K-12 Pre K-Grade 3	ESOL
Eileen Miller	Grade 3	07/20/2017	Elem Ed K-6	ESOL
Carmen Prada	Grade 3	08/03/2020	Primary prek-3	ESOL
Cecilia Rhoads	Grades 3	08/21/2020	Primary Prek -3	ESOL
Kathryn Rivera-Torres	Kindergarten	07/20/2017	Pre-School-Grade 3	ESOL
Brittany Rodriguez	MS ELA	07/20/2017	MS ELA	ESOL
Lanitra Sanchez-Moore	MS ELA	04/01/2020	Social Studies 6-12	MS ELA 6-12, ESOL
Sindhu Sethunath	MS Science	07/01/2020	Biology 6-12	MG General Science
Kelli Starks-Harris	Grade 2	07/27/2020	PE	ESOL, Elem k-6
Brendan Trumble	Grade 5	08/18/2020	Social Studies 6-12	Elementary k-6 , ESOL
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