

MEETING MINUTES

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

Board Meeting: December 9, 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:
December 9, 2021	1:00 pm	2:06 pm	January 13, 2022	1pm	M.Llanes/R.Weaver
Meeting Location:					
On-Site Location: Via Zoom					
Attended by:					
Board Members: Valora Cole –Chair Eric Johnson – Director Randy Walker – Treasurer Dr. Ramdas Chandra – Vice Chair Dr. Steve Knobl – Secretary Board Attorney Levy Williams Absent: none		Other Attendees: Principals and Parent Facilitators of Above-Mentioned Schools Michael Kotkin, Dayna Morales, T. Johnson, Beth Hinson, A. Sams, Lane Morris, Corinne Baez, Miriam Tirado, Bradley Warren, Alan Houston Dr. Eddie Ruiz, State Director Dr. Sara Capwell, Area 3 Deputy Director Rita Weaver – Governing Board Director, CSUSA Penny Walcott, Finance Director Maggie Llanes, Executive Coordinator Board Governance			

CALL TO ORDER

Pursuant to public notice, the meeting commenced at 1:00 p.m. with a Call to Order by Chair, Valora Cole. Roll call was taken, and quorum established.

I. ADMINISTRATIVE

Approval of the November 4, 2021 Board Meeting Minutes

The board reviewed the meeting minutes.

MOTION: Motion was made by Eric Johnson and seconded by Dr. Steve Knobl to approve the Meeting Minutes from the November 4, 2021, FCEF BACF Board Meeting, as presented. Motion was approved unanimously. (5-0)

II. CSUSA REPORTS

State Director Report

COVID Update

Dr. Ruiz informed the Board that CSUSA continues to follow COVID protocol established with no changes made. Aware of new variant, and as we go on winter break and traveling may be involved, policies will be maintained, and will continue to track. Minimal cases being reported at this point and no mayor concerns.

Fall Assessments Review

Dr. Ruiz informed the Board that data was shared with the CSUSA Executive Team. ELA projected proficiencies are the same as in 2019. In Math there is a lot of work to do, yet some areas and schools have still raised their percent. Struggling schools being assisted by assuring there are enough teachers in those areas, hands-on assessments performed, and new instructional piece implemented. Turnover will improve as well as growth opportunity with the new teacher compensation which will be covered later in the meeting and more details will follow at the next board meeting.

HR Staffing Update

Dr. Ruiz informed the Board that recruiting teachers is a national issue which has affected CSUSA and though the year started with lots of vacancies, principals have spent tireless number of hours looking for candidates and that number has gone down.

Board Member Fall Survey Result

- Mrs. Weaver informed the Board that there has been a survey submitted to all stakeholders (parents, students, staff), as well as a Board Survey, and will present scores at next meeting. All schools are closed to 100% participation.
- Dr. Ruiz discussed the results for this survey on Page 39 and mentioned that top survey results are in line for previous years, school safety is within top results (rating high). In January's Principal Leadership Academy, these surveys will be analyzed a bit more to help address some of the concerns. Student Engagement rated lowest performing. For staff, local decision making is down a little and school safety as well. There is a trend with SEL (Social Emotional Learning) in an increase of discipline and responsiveness, with children not being in schools for a year and a half, protocols have had to be taught again. Loyalty is down a little too. A lot of new teachers have been hired. Students were loud/clear, showing engagement went up since they came back to school. Learning Recovery Comparison discussed.

III. FINANCIALS

Q1 FY22 Unaudited Financial Review

Ms. Walcott reviewed financials this week with Randy Walker prior to the board meeting and reviewed now with the Board the Summary of Student Enrollment, and YTD Change in Fund Balance. Informed the Board that the District reimbursed CSUSA in November 2021 what they had retained in the past. Reporting changed this current year, and more details are available as to what was sent to the Districts.

MOTION: A motion was made by Randy Walker and seconded by Dr. Ramdas Chandra to approve the Q1 FY22 Unaudited Financial Review, as presented. Motion was approved unanimously. (5-0)

Accounting Fixed Assets Policy and Procedures

Mrs. Weaver informed the Board of the policy and procedures being followed by CSUSA.

MOTION: A motion was made by Dr. Ramdas Chandra and seconded by Dr. Steve Knobl to approve the Accounting Fixed Assets Policy and Procedures for FCEF BACF, as presented. Motion was approved unanimously. (5-0)

IV. OLD BUSINESS

ESSER III Grants

Mrs. Weaver informed the Board that we are waiting to get approvals on budgets submitted to the Districts and will bring back to the Board once received.

Charter Renewal Updates

- Henderson
Mrs. Weaver informed the Board that the renewal is being reviewed and once we receive it back, it will go to the School Board.
- Union Park
Mrs. Weaver informed the Board that a letter was received today and will be added to board packet. It includes a 15-year renewal, and our Board Attorney Levy Williams informed the Board that there is no further need to contact the District, looking at options to provide and will provide some encouragement to resolve.

Business Development Update

- Sarasota
Mrs. Weaver informed the Board that a letter of intent and charter application has been filed with Sarasota and the plan is to implement by February 1st, once completed will email separately to all board members.
- Polk
Dr. Ruiz informed the Board that Polk has charter on shelves and is not easy to find a place in a conducive area for a charter. Anticipate applying for another charter in Polk County. Meeting Superintendent and Leadership Team soon and do not foresee any issues when dropping another application. It is better for us take the step and it does not abide us from re-applying in the future.

MOTION: A motion was made by Eric Johnson and seconded by Dr. Ramdas Chandra to resend Polk County application back to the District and submit another date, as presented. Motion was approved unanimously. (5-0)

- Winthrop Charter School
 - Mrs. Weaver informed the Board that Winthrop is a high performing school it will be beneficial to strategically use this to grow the Board and consider what can CSUSA do in Board's behalf in that area since it will be advantageous for Board to have CSUSA find ways to capitalize these high performing schools and research and explore potential relationships with other parties to expand and bring back scenarios that are advantageous to students in this area.

MOTION: A motion was made by Eric Johnson and seconded by Dr. Ramdas Chandra to direct CSUSA to research and explore expansion of Winthrop Charter School, as presented. Motion was approved unanimously. (5-0)

- Dr. Chandra inquired about the options available to grow by promoting it with friends in the community, developer, county government, school board since high performing designation puts us in good space.
- Board Chair Valora Cole reminded the Board that Winthrop has always had a long waiting list.
- Principal Bradley Warren informed the Board that he has asked in numerous settings before and thanked Dr. Ruiz and Team for getting it in front of the board.

V. NEW BUSINESS

Total Teacher Compensation Plan

Dr. Ruiz informed the Board that the rollout of the Total Teacher Compensation Plan will go out to Principals on Monday, December 13th in the morning. This was discussed with all Board Chairs and the details of the plan will be presented to the rest of the board at the next board meeting. ESSER Funds will be used for the next 2 ½ years. Compensation will increase in 3 different areas and will bring details to board. It will help recruit new teachers and retain the ones already in the building, will share more details with Board at the next Board Meeting.

Out of Field Waivers

The board reviewed the Out of Field Waivers

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

VI. PUBLIC COMMENTS

The board asked for public comments. There were no public comments.

- Dr. Ruiz requested to comment and congratulated Michael Kotkin for their results from the PSAT 10th grade students at his school outperformed the District, State, and National across the board.
- Mr. Katkin commented that teachers and students worked really hard and thanked everyone for the recognition.
- Board Chair Valora Cole commented that Mr. Katkin is committed to the school and teachers and commended him for such great results.

VII. ADJOURMENT

MOTION: Motion was made by Dr. Ramdas Chandra and seconded by Dr. Steve Knobl to adjourn the FCEF BACF December 9, 2021, Board Meeting at 2:06 p.m. Motion was approved unanimously. (5-0)



Valora Cole, Chair

Date: 01-13-2022



Date 11/08/2021

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	
S. Baxter	MS SCIENCE	8/10/2021	SOCIAL SCIENCE	Elem Ed K-6
A. Brevard	2 nd Grade Teacher	08/12/2019	Social Science 6-12	SCIENCE 5-9
C. Contreras	4 th Grade Teacher	08/30/2021	PreK-3 rd	ESOL
K. Eakes	1 st Grade Teacher	08/12/2019	Elem Ed K-6	Elem Ed K-6
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
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
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
D. Reynolds	Gifted	8/10/2021	Elem Ed K-6-Gifted-ESOL-	ELA 5-9
J. Richardson	3 rd Grade Teacher	08/24/2020	Elem Ed K-6 & ESE	ESOL

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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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