

MEETING MINUTES

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

Board Meeting: **August 11, 2022**

Schools - Principals:

Clay Charter Academy–Brian Gifford	Union Park Charter Academy – Kristen Land
Creekside Charter Academy–Lane Morris	Waterset Charter School – Dr. Chad McBane
Henderson Hammock Charter School–Nirvani Ramnath	Winthrop Charter School – Terry Johnson
Innovation Preparatory Academy – Meagan Smith	Winthrop College Prep Academy – Timothy Greenier
Keys Gate Charter School – Corinne Baez	Woodmont Charter School – Marvin Jones
Southshore Charter Academy – Amy Sams	

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 11, 2022	1:13 pm	2:45 pm	September 8, 2022	1:00 pm	M.Llanes/R.Weaver

Meeting Location:

On-Site Location: At each school listed above

Attended by:

Board Members:

Valora Cole–Chair
 Dr. Ramdas Chandra–Vice Chair/Secretary
 Randy Walker–Treasurer
 Eric Johnson–Director

Absent:

Dr. Steve Knobl–Director

Other Attendees:

Principals and Parent Facilitators of Above-Mentioned Schools
 Board Attorney Levi Williams
 Dr. Eddie Ruiz, State Director
 Dr. Sara Capwell, Deputy Director
 Christina Hamlin, Deputy Director
 LaShonda White, Deputy Director
 Lianne Morton, Finance Director
 Gus Xhudo, Security Director
 Karen McMillan – Clay County School District
 Lizedny Torres – Winthrop College Prep
 Tracey Saxon, Director of School Support
 Rita Weaver – Governing Board Director
 Maggie Llanes, Executive Coordinator for Board Governance

CALL TO ORDER

Pursuant to public notice, the meeting commenced at 1:13 p.m. with a Call to Order by Board Chair Valora Cole. Chair Cole turned over the gavel to Vice Chair Dr. Ramdas Chandra. Roll call was taken, and quorum established.

I. PUBLIC COMMENTS

- Vice Chair Dr. Ramdas Chandra asked for public comments. There were none.

II. ADMINISTRATIVE

Approval of the June 16, 2022, Board Meeting Minutes

- The board reviewed the meeting minutes of the June 16, Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. (“FCEF-BACF”) Meeting.

MOTION: Motion was made by Valora Cole and seconded by Randy Walker to approve the June 16, 2022, Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC, Meeting Minutes, as presented. Motion was approved unanimously. (4-0, 1 absent)

III. CSUSA REPORTS

State Director Update

- Dr. Ruiz updated the board on school year openings which included reviewing vacancy challenges across the network and state, leadership updates, which included Lisa Dean at Renaissance Charter School at University. Dr. Ruiz also discussed compiling the FY23 TSIA updates on behalf of the board. Instructional retention will be provided at the September board meeting.
- Board Director Eric Johnson inquired as to what methods are used to increase grades and was informed that having professional development days was a big push this year.
- Board Chair Valora Cole thanked the deputy directors for all their support. Chair Cole visited Woodmont Charter School for their Open House and there was a lot of excitement, it will be a phenomenal year, she thanked the principals for all their hard work.
- The board reviewed 2022 Spring Survey Results.

MOTION: Motion was made by Eric Johnson and seconded by Valora Cole to accept the State Director's Report, as presented. Motion was approved unanimously. (4-0, 1 absent)

IV. FINANCIALS

FY23 Title I Budget

- The board reviewed the FY23 Title I Budget for Keys Gate Charter School.

MOTION: Motion was made by Eric Johnson and seconded by Valora Cole to approve the FY23 Title I Budget for Keys Gate Charter School, as presented. Motion was approved unanimously. (4-0, 1 absent)

V. OLD BUSINESS

FY22-23 FSSAT Security Certification

- The board reviewed the FY22-23 FSSAT Security Certification. Security Director Gus Xhudo informed the board that he and his staff have reviewed all of the safety and security requirements for the schools and all are in compliance.

MOTION: Motion was made by Eric Johnson and seconded by Randy Walker to approve the FY22-23 FSSAT Security Certification for the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC., portfolio of schools, as presented. Motion was approved unanimously. (4-0, 1 absent)

LEA Resolution Ratification

- The board reviewed the LEA Resolution Ratification establishing the board as its own LEA for purposes of Federal ESSER funding.
- Board Director Eric Johnson reminded the board that this will help to keep more of the money with the schools.

MOTION: Motion was made by Randy Walker and seconded by Eric Johnson to ratify resolution establishing Florida Charter Educational Foundation, Inc., and Bay Area Charter Foundation, LLC., as its own LEA for Federal Funding of ESSER, as presented. Motion was approved unanimously. (4-0, 1 absent)

VI. NEW BUSINESS

Business Development

- Charter Renewal Update
 - The board discussed the Creekside Charter Academy renewal.
- Expansion Update
 - The board discussed the Winthrop Charter School updates which included that in mid-September there will be an expansion on site. The board discussed replicating Winthrop Charter School in other districts.

MOTION: Motion was made by Eric Johnson and seconded by Valora Cole to approve the replication application of Winthrop Charter School for Florida Charter Educational Foundation, Inc., and Bay Area Charter Foundation, LLC. and authorize CSUSA to move forward with said applications with districts, as presented. Motion was approved unanimously. (4-0, 1 absent)

Sarasota Application Appeal

- The board discussed the Sarasota Application Appeal hearing date set for September 8, 2022. The hearing will take place in Tallahassee and the vote will happen in October 2022. The board will be considering the logistics to move the date of the Florida Charter Educational Foundation, Inc. board meeting in September.

Instructional Personnel Evaluation Plan

- The board reviewed the Instructional Personnel Evaluation Plan.

MOTION: A motion was made by Valora Cole and seconded by Eric Johnson to approve the Instructional Personnel Evaluation Plan for the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC portfolio of schools, as presented. Motion was approved unanimously. (4-0, 1 absent)

School Administration Evaluation Plan

- The board reviewed the School Administration Evaluation Plan.

MOTION: A motion was made by Randy Walker and seconded by Eric Johnson to approve the School Administration Evaluation Plan for the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC., portfolio of schools, as presented. Motion was approved unanimously. (4-0, 1 absent)

CSUSA Reading Plan

- The board reviewed the CSUSA Reading Plan.

MOTION: A motion was made Eric Johnson and seconded by Valora Cole to approve the CSUSA Reading Plan for the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC., portfolio of schools, as presented. Motion was approved unanimously. (4-0, 1 absent)

Teacher Certificate Extensions

- The board reviewed the Teacher Certificate Extensions.

MOTION: A motion was made Valora Cole and seconded by Randy Walker to approve the Teacher Certification Extensions for the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC., portfolio of schools, as presented. Motion was approved unanimously. (4-0, 1 absent)

Grants Process Manual

- The board tabled this agenda item.

Student Progression Plan

- The board reviewed the Student Progression Plan for the Hillsborough, Pasco, and Clay county schools.

MOTION: A motion was made Eric Johnson and seconded by Valora Cole to approve the Student Progression Plan for the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC., portfolio of schools in Hillsborough, Pasco, and Clay county schools, as presented. Motion was approved unanimously. (4-0, 1 absent)

Out of Field Teachers

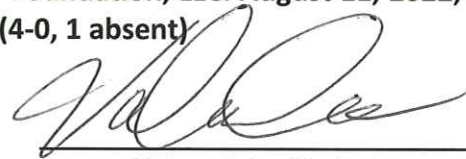
- The board reviewed the Out of Field Teachers.

MOTION: A motion was made Eric Johnson and seconded by Randy Walker to approve the Out of Field Teachers for the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC., portfolio of schools, as presented. Motion was approved unanimously. (4-0, 1 absent)

Board Director Johnson thanked Principal Lane Morris for visiting with him at Creekside Charter on Monday and enjoyed being at the school.

VII. ADJOURNMENT

MOTION: A motion was made by Eric Johnson and seconded by Valora Cole to adjourn the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. August 11, 2022, Board Meeting at 2:45 p.m. Motion was approved unanimously. (4-0, 1 absent)



Valora Cole, Chair

Date: 09-23-2022

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	Shania	Lemon	X		Science 6-12, ESOL
2	Megan	Linton	X		ELA/SS Grade 5, ESOL
3	Jaimie	McWilliams	X		Art, ESOL
4	Gene	Mullins	X		MS ELA, ESOL
5	Alison	Choate	X		ESOL
6	Nicole	Abood	X		ESOL
7	Cassandra	Agee	X		ESOL
8	Tracy	Davis	X		ESOL
9	Jasmine	Jones	X		ESOL
10	Dorenda	Jones-Boyd	X		ESOL
11	Laura	McPhilomy	X		ESOL
12	Marie	Nookiah	X		ESOL
13	Elizabeth	O'Sullivan	X		ESOL
14	Audrey	Reynolds	X		ESOL
15	Sameerah	Saabir-Brown	X		ESOL
16	Angela	Schwab	X		ESOL
17	Terina	Thomas	X		ESOL
18	Hope	Vancura	X		ESOL



Date 08/10/2022

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

Lane Morris
Principal

Teacher	Classes Taught/Assignment(s)	Assignment Start Date	Certification(s) Held	Out-of-Field Area/Classes
E. Butler	Gifted	08/10/2022	Elem Ed K-6 – Reading- ESOL	Gifted
C. Contreras	4 th Grade Teacher	08/30/2021	PreK-3 rd	Elem Ed K-6
C. Fahie	MS ELA Teacher	08/10/2021	English 5-9	ESOL
A Fadina	MS ELA	08/10/2022	Physical Ed K-12	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
S. Jean	MS Science	01/10/2022	Business ED	Science
J. Mitchell	MS ELA Teacher	01/11/2021	English 5-9	ESOL
K. Nicely	3 rd Grade	08/10/2022	Reading K-12	Elem Ed K-6 & ESOL
J. Peterson	4 th Grade Teacher	08/17/2021	ESE	ESOL
R. Simon	Stem K-8	08/10/2021	Biology 6-12	Elem Ed K-6
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 Wessling	Kindergarten	08/10/2022	Elem Ed K-6	ESOL
T. Woolley	3 rd Grade Teacher	12/06/2021	Elem Ed K-^	ESOL
M. Zacherl	1 st Grade Teacher	08/24/2020	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!

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UNION PARK

Charter Academy

Teacher	Class Taught Assignments	Assignment Start Date	Certifications Held	Out-of-Field Area/Class
Fonseca, Crystal	1st grade Teacher	07/27/2020	Elementary Education (Grades K-6)	ESOL
Stewart, Gina	1 st grade Teacher	08/03/2020	Elementary Education (Grades K-6)	ESOL
Krishna, Haydee	2 nd grade teacher	3/21/2022	<ul style="list-style-type: none"> • Pk-3 certification • Math grades 5-9 	ESOL
Garcia, Aubrey	1 st grade teacher	3/21/2022	PK-3 certification	ESOL
Ramos, April	4 th grade teacher	7/26/2021	Elementary Education (Grades K-6)	ESOL
Bare, David	3 rd grade teacher	7/26/2021	Elementary Education (Grades K-6)	ESOL
Core, Judy	8 th grade English teacher	8/3/2022	<ul style="list-style-type: none"> • Social Studies grades 6-12 • Business Education grades 6-12 • English grades 5-9 	ESOL
Dzadek, Ashley	7 th grade English teacher	3/26/2022	ELA grades 6-12	ESOL
Whiting, Diana	ESOL	8/10/2022	PK-3 ESOL endorsement	ESOL
Grone, John	5 th grade teacher	2/8/2021	6-12 Social Studies	Elem. Ed ESOL
Harvey, LauraJeanne	5 th grade teacher	11/16/2021	6-12 Physics	Elem. Ed ESOL
Merritt, Sally	2 nd grade teacher	8/10/2022	Elementary Education (Grades K-6)	ESOL

Date Rev: 9/20/2022



9/1/22

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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
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
Katelyn Reid (Mack)	2 nd Grade	August 10 th	Statement of Eligibility	Pre-K/Primary (Age 3 – Grade 3), ESOL
Sara Azinger	MS Language Arts	August 10 th	Statement of Eligibility, English 6-12	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
Erika Ford	Co-Teacher	August 10 th	Temporary English 5-9	ESOL
Steve Sanning	Technology Teacher	August 10 th	Temporary Physical Education K-12	Technology

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