



**United Community Options of South Florida Charter Schools, Inc.**  
d/b/a

**United Community Options of South Florida Charter Schools**  
**Early Beginnings Academy**

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December 27, 2107

Dear Board Members:

Below please find a record of the actions taken at our Board Meeting of December 14, 2017.

The Board Members present included: Anne Steinhart, Jeremy Steinhart and Raisa Bauza.

Staff present included: Dr. Joseph Aniello, Dr. Debbie Terenzio, Linda Gluck, Dr. Leigh Kapps, Makeesha Coleman, Betty Rodriguez, Evelyn Morales, Grace Bracamonte and Maria Gonzalez.

The meeting was opened at 12:10 p.m.

**Actions Taken:**

- 1) The minutes of the meeting of June 2, 2017 were presented and accepted (Motion Jeremy Steinhart/Second-Raisa Bauza) (Vote 3-0) with revisions to 2018 meeting dates to reflect 2018 vs. 2017. The Sept. 14, 2017 board meeting was cancelled due to Hurricane Irma.
- 2) There were no public comments.
- 3) The financial statements for month ending October 31, 2017 were presented and accepted. There was much discussion on the capital outlay funds and PECO funds. We currently have an excess revenue over expenses of approximately \$62,000 which is approximately \$55,000 under our current projections. This loss was created by being funded for 104 students when we had an actual student count of 124. Since this billing cycle this has been corrected. This should correct the negative variance to the budget. (Motion-Raisa Bauza/second-Jeremy Steinhart) (Vote-3-0).
- 4) The audited financial statements for year ending 6-30-17 was presented and accepted. There were no material deficiencies noted or any recommendations from the auditors. Our total net assets were \$452,000. We had an excess of revenue over expenses of \$137,000. We had a net decrease in cash of \$123,000 due to the closing out and pay back of funds for the Broward Charter School location that we never opened. (Motion-Raisa Bauza/second-Jeremy Steinhart) (Vote 3-0).
- 5) The Principal's report was given by Makeesha Coleman. It was noted that we have several teacher vacancies. We currently have 124 students enrolled and potentially four more in January.

- 6) Dr. Leigh Kapps gave the Chief Operating Officer's report. It was noted that we are still waiting for the IDEA monies for last year which usually comes about this time and funds also for the new year. We are now providing many more behavior services to our students.
- 7) Approval was given for out of field teachers: Johnnie Mae Morris and Makeesha Coleman and also approval for ESOL Agreements from Donna Green, Makeesha Coleman and Christina Cole. (Motion-Jeremy Steinhart/second Raisa Bauza) (Vote 3-0).
- 8) The meeting date for our last meeting of the year will be determined by our next board meeting.
- 9) There is a new requirement for controlled open enrollment. The enrollment capacity of students at Civic is 90 and North Shore 44. This information will be added to our website, as required by Florida Statute 1002.31.
- 10) Approval was given to continue the use of the MDCPCS principal and teacher evaluation systems for 2017-2018 school year. (Motion-Jeremy Steinhart/second Raisa Bauza) (Vote 3-0).
- 11) State statutes now require the Charter Schools have "a custodial records alert" notice posted in the administrative office. This will be posted in the Principal's office.
- 12) Our next meeting will be March 8, 2018 at noon at 2700 W. 8 Street, Hialeah, FL

The meeting was adjourned at 1:10 pm.

Dated: January 10, 2018

Minutes Submitted by:

  
Anne Steinhart, Secretary

cc: Board Members and Officers

Debbie Terenzio, Vice President UCO of South Florida, Inc.  
Linda Gluck, CEO, UCO of South Florida, Inc.  
Leigh Kapps, COO, UCO of South Florida, Inc.  
Tamika Lewis, Associate Director of Children's Services, UCO Miami  
Makeesha Coleman, Principal, Early Beginnings Academy, UCO Miami  
Grace Bracamonte, Dir. of Dev. UCO of South Florida, Inc.  
Joe Menendez, CPA