



United Community Options of South Florida Charter Schools, Inc.
D/B/A United Community Options of South Florida Charter Schools
D/B/A Early Beginnings Academy
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February 24, 2021

Dear Board Members:

Enclosed you will find a record of actions taken at our Charter School Board Meeting of February 11, 2021.

Board members present via zoom or call in due to COVID 19 included: Roy Lustig, Raisa Bauza and Valerie Jennings.

Staff present included: Ms. Linda Gluck, Ms. Betty Rodriguez, Dr. Leigh Kapps, Dr. Tamika Lewis and Ms. Makeesha Coleman.

Executive Consultant to UCO of South Florida present: Dr. Debbie Terenzio

The meeting was called to order at 12:05 pm.

Actions Taken:

1. Roll Call was taken and confirmed (quorum: 100% of members in attendance)
2. Approval of Minutes of October 29, 2020 and respective corrections (Motion - Valerie Jennings/second - Raisa Bauza)
 - a. A correction for the August 6, 2020 official approved minutes to remove Jeremy Steinhart as attending the meeting because he was not in attendance.
 - b. A correction to Oct. 29, 2021 "unofficial" minutes sent November 3, 2020. These minutes were "unofficial" because the board had yet to approve them. The unofficial minutes of Oct. 29, 2021 were accepted and adopted.
 - c. All future minutes sent out after the Board meeting will be identified as "unofficial" when signed by Raisa Bauza. Minutes are only considered "official" after the Board has approved them at the next scheduled meeting.
3. There were no public speakers.
4. Reports
 - a. The Financial Report December 2020 was presented Linda Gluck

- i. Linda Gluck presented the financial report for the 6 months period ended December 31, 2020. It was noted that the company has total assets of \$1,493,009, total liabilities of \$375,245 and fund balance of \$1,117,764. Year to date the company is ahead of its projected budget by \$153,925. Revenue is better than projected \$16,000 because of a budgeted 2% down factor on enrollment. Expenses are ahead of the budget \$137,888 mostly in transportation cost and personnel. Projections to the end of the year would result in a surplus of approximately \$248,000.
 - ii. School Safety Officer Allocation from MDCPS was received for \$61,763, which was not budgeted. We will also be eligible for a grant for security upgrades in the amount of \$5,661.
 - iii. Teacher Salary Allocation was not received but we did issue raises to staff, which were previously approved by the Board. The funds are pending release from the DOE to the District. We expect allocation with the Feb. 2021 payment based on \$173.45 per FTE student based on Oct. 2020 FTE count. The expenditure report will need to be submitted to EPICENTER.
- b. The Principals' Report was presented by Makeesha Coleman
- i. The current enrollment is over the budgeted enrollment numbers. The number of students we currently have is 125. The October FTE count was 130 students and the February FTE count was 127.5 students. February's FTE is 13.82 more students than budgeted.
 - ii. Educational Excellence Schools Advisory Committee (EESAC) meeting was held on January 26, 2021. Dr. Demetrius Sheridan, Supervisor of EESAC for the Office of School Improvement (OSI), attended the meeting as well to make sure everyone was meeting their requirements.
 - iii. We received an invitation from the new School Board member for Region V, Christi Fraga, to visit our school. We accepted the invitation and we are awaiting their response.
 - iv. We received the executed contract amendment for K-5th grade.
 - v. As part of the new Executive Order, issued Dec. 2020, about progress monitoring during the pandemic, EBA is required to identify any students that are not making adequate progress towards their individual goals and it must be written into our school improvement plan. The state also requires access to any progress monitoring tools. Since the school does not have any progress monitoring tools, we will closely be monitoring portfolios to show progress or lack thereof. There are currently 13 students receiving additional interventions and truancy monitoring.
 - vi. WLRN reached out to Makeesha to do a story about special education during the pandemic called "Class of COVID - How one school for fragile kids with disabilities navigated COVID 19 closures". The story is already posted online in an article and there will be a television special airing soon. The article can be found here: <https://classofcovid.org/story-how-one-school-for-fragile-kids-with-disabilities-navigated-covid-19-closures>.

- c. Chief Operating Officer's Report was presented by Leigh Kapps
 - i. The Board has agreed by resolution to elect Option 2, reimbursement to receive federal funds on a reimbursement basis for IDEA, and Option 1, equitable services to continue receive federal funds for Title II and Title III, for the 2020-2021 school year. The IDEA allocation for 2020-2021 school year has been received in the amount of \$93,375, based on 123 students X \$759. This was budgeted for \$90,000. The grant application is in process of being completed. (Motion - Valerie Jennings/second - Raisa Bauza)
 - ii. The School Governance Training website has been revamped as of January 2021. Each individual with access will need to reset their password.
5. Other Business that requires board approval (Motion - Valerie Jennings/second - Raisa Bauza)
 - a. There was no Out of Field Teacher for Review and Approval
 - b. There was no ESOL Agreements for Review and Approval
 - c. We received Additional Safe Schools Allocation (ASSA) grant for security upgrades in the amount of \$5,651. This will apply for panic bars for exterior gates and additional camera installation. In addition, we received clarification that any savings in funds from the school safety officer can be used for facility safety upgrades.
 - d. There was a small reduction in the funds from Coronavirus Prevention and Response for sanitation and cleaning. We are now receiving \$7,690.00. (Governor's Emergency Education Relief (GEERS) fund under CARES Act).
 - e. The Elementary and Secondary Education Act (ESEA) Title IV Part A Student Support and Academic Enrichment Federal Grant for \$5,957.30 (\$2,584.30 rollover 2019-2020 and \$3,373.00 2020-2021) is due February 26, 2021 and the reimbursement documentation due September 24, 2021.
 - f. We received a revision for the Cares Act ESSER funding. The original allocation was \$20,428.25 and the new allocation is \$21,582.88. Attachment B (FDOE Program Application - 100a) will require the governing board signature. Documentation to Dr. Brisson is due March 5, 2021.
 - g. Board member nominations - Daphne Jean-Pierre was approved in Epicenter as of December 9, 2021 and she can attend the next Board Meeting on May 27, 2021. Dale Jennings is still pending approval. His fingerprints were sent to wrong office by the fingerprinting agency.
 - h. Board member nomination for Dr. Debbie Terenzio. The Disclosure form must be submitted to be signed by Chair and Principal.
6. Our next board meeting will be Thursday, May 27, 2021 at 12:00 PM. The meeting will be held in person at 2700 W. 81 Street, Hialeah, FL 33016
7. Meeting adjourned at 12:36 PM

Dated: March 3, 2021

Unofficial Minutes submitted by:



Raisa Bauza, Vice Chairperson/Secretary

Minutes of the Board Meeting held on February 11, 2021 will be officially approved at the Board Meeting to be held on May 27, 2021.

CC: Board Members/Officers

Joe Aniello Ed. D., Board Chairman, UCO of South Florida

Linda Gluck, CPA, President/CEO, UCO of South Florida

Debbie Terenzio, Ed. D., Executive Consultant, UCO of South Florida

Betty Rodriguez, CFO, UCO of South Florida

Leigh Kapps, Ph.D., COO, UCO of South Florida

Tamika Lewis, Ph.D., Associate Director of Children's Services, UCO of Miami

Makeesha Coleman, Principal, UCO Charter Schools/EBA

Joe Menendez, CPA, Auditor