



**United Community Options of South Florida Charter Schools, Inc.**

**d/b/a**

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

1411 N.W. 14 Street, • Miami, Florida 33125  
Phone: (305) 325-1080 • Fax: (305) 325-1313

[www.unitedcommunityoptionsfl.org](http://www.unitedcommunityoptionsfl.org)



June 14, 2018

Dear Board Members:

Enclosed you will find a record of our Annual Meeting held on June 7, 2018.

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

Staff present included: Dr. Joseph A. Aniello, Linda Gluck, Dr. Debbie Terenzio, Dr. Tamika Lewis, Makeesha Coleman, Evelyn Morales, Betty Rodriguez and Grace Bracamonte.

The meeting was opened at noon.

Actions Taken:

1. The minutes of the meeting of March, 8, 2018 were presented and accepted. (Motion-Anne Steinhart/Second-Jeremy Steinhart) (Vote 4-0)
2. There were no Public Comments.
3. Linda Gluck presented the Financial Report for month ending April 30, 2018. It was accepted. There is a positive bottom line of \$26,000. This is \$37,000 better than budgeted. We are \$83,000 below our projections for FTE Revenue. This is due to serving 4 and 5 less students than budgeted in the first two FTE periods. If we operated on budgeted the remainder of the year it is projected that we will be at a positive \$67,000, which is \$30,000 better than budgeted. (Motion-Anne Steinhart/Second-Jeremy Steinhart) (Vote-4-0).
4. It was noted that the Annual Budget is due to the County by mid-August. We will have a special meeting to review the budget. It was also noted that we are exploring purchasing instructional services.
5. Makeesha Coleman gave the Principal's report. She concentrated on impact of Florida Safe Schools requirements mandates. The new requirements include a required school safety officer with arrest and detain powers at each school site. This will cost us approximately \$120,000 with only \$7,000 reimbursed by the State. The Board will need to approve the safety plan. (Motion-Jeremy Steinhart/Second-Anne Steinhart) (Vote 4-0).
6. Dr. Tamika Lewis noted that we are having 21 students graduating on June 8, 2018 this year with six of them being mainstreamed next year. This is a very significant accomplishment.
7. The following items were reviewed and approved for the 2018-2019 school year by the Board and approved, (Motion-Raisa Bauza/Second-Anne Steinhart) (Vote 4-0)

- A) Out of Field Teacher Review and Approval
    - Meaghan Gasch – Out of Field
  - B) ESOL Agreements –review and approval
    - Jahmeela Samuel – ESOL
  - C) By Laws reviewed and accepted
    - Reviewed and accepted with no changes at 6-7-18 Annual Board Meeting
  - D) MEPS (Managerial Evaluation Performance System)—Principal evaluation was approved
  - E) Capital Outlay funding for 2018-2019 (PECO—Public Education Capital Outlay—Tallahassee) —Board approval to complete on line application for funds; following guidelines for use of funds; and funding amount
  - F) Capital Outlay funding for 2018-2019 (LOML--Local Optional Millage Levy—MDCPS) ---Board Approval to budget use of funds for coming year that is consistent with advertisement in Miami Herald in July 2018
  - G) Leases for Northshore and Civic Sites for 2018-2019—review and approved
  - H) Educational Provider Service Agreement (Management Agreement) for 2018-2019—review and approved
  - I) Personnel Policies and Parent Handbook for 2018-2019 –approved
  - J) Parent Handbook ratification for 2018-2019 - approved
  - K) MDCPS Principal and Teacher Evaluation Systems for 2018-2019 school year—Board approval required to continued use
8. Board meeting dates for upcoming year 2018-2019 (1<sup>st</sup> or 2<sup>nd</sup> Thurs)
- Sept. 13, 2018
  - Dec. 13, 2018
  - March 14, 2019
  - June 6, 2019
9. A reminder was given to the Board about the Board Disclosure forms that must be completed.
- Due for Roy Lustig, Jeremy Steinhart and Silvia Calderon for submission to Charter School Office in June
10. A reminder was given to the Board about the need to complete the 2 hour Governance Training.
- 2 hour –due for Roy Lustig, Jeremy Steinhart and Silvia Calderon

- 11. The Election of Board and Officers was held and approved as stated below. (Motion-Jeremy Steinhart/Second Anne-Steinhart) (Vote 4-0)

Chairperson..... Roy R. Lustig  
 Vice Chairperson/Secretary..... Jeremy Steinhart  
 Parent Member..... Raisa Bauza  
 Member ..... Silvia Calderon  
 Member..... Valerie Jennings (pending background clearance)

Resignation acceptance with thanks for serving to Anne Steinhart.

- 12. The next meeting will be Thursday, Sept. 13, 2018 at noon at the Hialeah Offices.

The meeting was adjourned at 1:05 pm.

Dated: June 7, 2018

Minutes Submitted by:

Anne Steinhart  
 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, UCP/UCO of South Florida, Inc
- Tamika Lewis, Assoc. Dir. Of Childrens' Services, UCO Miami
- Makeesha Coleman, Principal, UCO Charter Schools
- Grace Bracamonte, Dir. Of UCO of South Florida, Inc.
- Joe Menendez, CPA