



United Cerebral Palsy of South Florida Charter Schools, Inc.
1411 N.W. 14 Street, • Miami, Florida 33125
Phone: (305) 325-1080 • Fax: (305) 325-1313
www.ucpsouthflorida.org



Early Beginnings Academy
*unlocking children's potential

UNITED CEREBRAL PALSY OF SOUTH FLORIDA CHARTER SCHOOLS, INC
EARLY BEGINNINGS ACADEMY
LOCATIONS: CIVIC AND NORTHSORE

June 2, 2016

Dear Board Members:

Enclosed you will find a record of the actions taken at our Board Meeting of June 2, 2016.

Board Members Present included: Anne Steinhart, Jeremy Steinhart and Silvia Calderon.

Staff Present included: Linda Gluck, Dr. Leigh Kapps, Dr. Tamika Lewis, Makeesha Coleman, Grace Bracamonte, Evelyn Morales, Betty Rodriguez and Maria Gonzalez.

The Meeting was opened at 12:15 p.m.

Actions Taken:

- 1) The minutes of the meeting of March 10, 2016 were presented and accepted (Motion-Silvia Calderon/Second – Jeremy Steinhart) (Vote 3-0).
- 2) There were no Public Comments.
- 3) Linda Gluck gave the Financial Report for the period ended April 30, 2016. It was accepted. The actual results of operations reflect a surplus of \$70,013. We are ahead of the budget by \$232,798. IDEA revenue was recorded in April in the amount of \$103,594. Revenue exceeds projections by \$57,424. Effective April 2016, a 3% salary increase was given to staff, as approved by the Board. There are savings in personnel of \$121,216 due to vacant positions. Operating expenses are below projections by \$49,847 due to savings in transportation cost which will continue for the remainder of the year. (Motion-Silvia Calderon/Second-Jeremy Steinhart) (Vote 3-0).
- 4) The Annual Budget for 2016-2017 was discussed. The Annual Budget has not been finalized as of yet. It is anticipated it shall be done in the coming weeks and Board Members shall be contacted for Final Approval. (Motion-Silvia Calderon/Second-Jeremy Steinhart) (Vote 3-0).

- 5) Makeesha Coleman gave the Principal's Report. Student's Increased from 11 level 254 to 31 level 254. She also mentioned they are having a combined graduation to be hosted at the Diamond Minds location on June 10th
- 6) Dr. Leigh Kapps, gave the Chief Executive Officer's report. She noted the Legislation House Bill 70.29 increased Charter School PECO funding by 25%. To be eligible, the school must have been in operation for 2 year and have 25% of children with free and reduced lunches for ESE kids. Student uniform money will be \$10.00 and they will be available on a first come first serve basis. Waiting on a TAP paper for more information. FEFP Funding increased by 1%. This is an increase of \$73.00 per student. The Mid-year and End of Year Evaluations for Principal Makeesha Coleman were approved. (Motion-Anne Steinhart/ Second- Jeremy Steinhart) (Vote 3-0).
- 7) There were no out of Field Teachers for approval or ESOL Endorsements to discuss.
- 8) The By-Laws were reviewed and accepted at meeting of March 10th 2016.
- 9) Discussion was held on the selection of D/B/A or Fictitious Name of United Community Options of South Florida Charter School or Community Options of South Florida Charter Schools. We have processed the paperwork and are deciding on which name we will use.
- 10) The Capital Outlay funding for 2016-2017 was mentioned but we don't have the amount for next year yet.
- 11) Leases for North Shore and Civic sites for 2016-2017 will be presented for approval when the 2016-2017 budget is finalized.
- 12) The Educational Provider Service Agreement (Management Agreement) for 2016-2017 shall be reviewed when the 2016-17 budget is approved.
- 13) The Personnel Policies and Parent Handbook for the coming year shall be reviewed when the 2016-17 budget is approved.
- 14) The schedule of meeting dates for the coming year was presented. (Motion-Silvia Calderon/Second-Anne Steinhart) (Vote 3-0)
- 15) The Election of Board and Officers was held and approved as stated below. (Motion-Jeremy Steinhart/Second-Anne Steinhart) (Vote 3-0).

Roy Lustig.....	President/Chairman
Jack Schillinger.....	Vice Chairman/Treasurer
Anne Steinhart.....	Secretary
Marianne Bennett.....	Member
Jeremy Steinhart.....	Member
Silvia Calderon.....	Member

16) The next meeting will be held Thursday, September 8, 2016 at the Hialeah location.

The meeting was adjourned at 12:38 pm.

Minutes Submitted by:


Anne Steinhart, Secretary

cc: Board Members and Officers
Vice President UCP of South Florida, Inc.
CEO, UCP of South Florida, Inc.
COO, UCP of United Cerebral Palsy Association of Miami, Inc.
Principal
Director of Development, United Cerebral Palsy of South Florida, Inc.
Joe Menendez, CPA