

APPROVED



**FLORIDA CYBER**  
CHARTER ACADEMY<sup>SM</sup>

## Southwest Florida Virtual Charter School Board **Minutes**

### Southwest Florida Virtual Charter School Board Meeting

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**Date and Time**

Monday January 22, 2018 at 6:30 PM

**Location**

Seven Oaks Clubhouse 2910 Sports Core Circle Wesley Chapel, FL 33544

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Board meeting on-site locations:

Pasco: Seven Oaks Clubhouse 2910 Sports Core Cir, Wesley Chapel, FL 33544

**OR**

VIA Blackboard Collaborate: <https://sas.illuminate.com/site/external/launch/meeting.jnlp?sid=559&password=M.21F288AAFA5C996E33FA3B5E60ABB0>

CALL IN NUMBER: 888-824-5783 x Participant passcode: **48868066**

Thank you,

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**Directors Present**

Gary Mancini (remote), Jennifer Cathcart (remote), Melissa Ley (remote)

**Directors Absent**

Rosaelia De Sousa

**Guests Present**

Bridget White, Cynthia Webster (remote), John Kramer (remote), Karen Duncan (remote), Marcus Moore, Reid Cocalis, Sharon Williams (remote), Traci Hill (remote), Vanaja Duraiswamy, Warren Buck (remote)

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**I. Opening Items**

**A. Call the Meeting to Order**

Melissa Ley called a meeting of the board of directors of Southwest Florida Virtual Charter School Board to order on Monday Jan 22, 2018 @ 6:31 PM at Seven Oaks Clubhouse 2910 Sports Core Circle Wesley Chapel, FL 33544.

**B. Record Attendance and Guests**

**C. Approve Minutes**

Melissa Ley made a motion to approve minutes from the Southwest Florida Virtual Charter School Board Meeting on 11-13-17.

Jennifer Cathcart seconded the motion.

The board **VOTED** unanimously to approve the motion.

**II. Board Chair's Report**

**A. Updates or Events**

Melissa Ley shared her experience of, ( A day in Life of an Online student) with the board. She was joined by Travis Pillow, an editor and writer, who spent several hours observing her children during the school day. Melissa reported that it was very informative for him and that he was very impressed with the experience.

No other questions or comments followed.

**III. Head of School, Academics, Assessment and Accountability Report**

**A. Renewal and Accreditation Updates**

Mr. Buck thanked Sharon Williams and all the staff that has helped him prepare all the documents necessary for the up and coming Accreditation. Mr. Buck advised the board that Readiness Assessment is due on 2-14-2018.

No further comments or question at this time.

**B. Executive Session**

Melissa Ley called the board members to an Executive Session at 6:37 P.M. to discuss the renewal of the FLCCA@Pasco.

**C. FLCCA@Pasco Renewal**

Melissa Ley made a motion to not renew the contract with the Pasco School Board.

Jennifer Cathcart seconded the motion.

The board **VOTED** unanimously to approve the motion.

**D. Staffing Updates**

Mr. Buck stated that he was very impressed with the staff that FLCCA has hired. Warren explained to the board how well the PD training went in Orlando last week.

No further questions or comments at this time.

**E. Out of Field Teachers and Letter to FLCCA parents**

Mr. Buck stated that a system is in place for tracking teachers progress towards requirements of certification.

No further questions or comments at this time

Jennifer Cathcart made a motion to approve the Out of Field teachers and letter of notification to parents.

Gary Mancini seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **F. SY 2018-2019 School Calendar**

The board decided to remove this agenda item as it was no longer applicable due to voting not to renew the Charter contract.

#### **G. Enrollment and Operations Update**

Mr. Buck stated that he was working to get the school 100% full before the end of January. He said they had concentrated on the lower grades in order to retain students for a longer period.

No questions or comments followed.

#### **H. Academic Updates**

Marcus Moore gave a summary to the board of the Semester 1 Academic Report. No further questions or comments.

#### **I. Assessment and Accountability Updates**

Bridget White gave a testing planning update. She explained to the board the different test site locations located throughout the state to be able to implement testing for Pasco students who reside both in Pasco county and in other districts across the state.

### **IV. Finance**

#### **A. December Financials**

Mr. John Kramer informed the board that the December 2017 Financials were mailed out by Karen Duncan on January 18, 2018.

No further comments or questions followed.

#### **B. IRS 990 Update**

John Kramer stated that the submission of IRS 990 will be on February 15, 2018.

No further comments or questions followed.

### **V. Other Business**

#### **A. Public Comment**

None at this time

### **VI. Closing Items**

#### **A. Adjourn Meeting**

Melissa Ley made a motion to adjourn the meeting.

Jennifer Cathcart seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:10 PM.

Respectfully Submitted,

Melissa Ley