

APPROVED



Northeast Florida Virtual Charter School Board Minutes

Northeast Virtual Charter School Board Meeting

Date and Time

Wednesday September 12, 2018 at 11:30 AM

Location

9143 Philips Highway Suite 590 Jacksonville, FL 32256 and Conference Line

Directors Present

Charlene Sprague, Debbie Palmer (remote), Larry Williams (remote), Melissa Ley (remote)

Directors Absent

None

Guests Present

Amanda Conley, Bridget White (remote), Cynthia Webster, John Kramer (remote), Karen Duncan, Reid A. Cocalis, Sandra Anthony, Sharon Williams (remote), Traci Hill, Vanaja Duraiswamy (remote)

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

Larry Williams called a meeting of the board of directors of Northeast Florida Virtual Charter School Board to order on Wednesday Sep 12, 2018 @ 11:31 AM at 9143 Philips Highway Suite 590 Jacksonville, FL 32256 and Conference Line.

C. Acceptance of Board Member Resignation

Larry Williams made a motion to Accept Board Member Erika Pruett's Resignation who was the parent liaison on the board and to accept Board Member Melissa Ley as the interim parent liaison as of August 15, 2018.

Charlene Sprague seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Approve Minutes

Debbie Palmer made a motion to approve minutes from the Northeast Virtual Charter School Board Meeting on 07-18-18.

Melissa Ley seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Board Chair Report

A. Updates and Events

In his role as Board Chair, Larry Williams advised the Board Members that he is recommending a music program because he would like to see students have the opportunity to take online instrumental instruction as both a supplement to the music program at FLCCA and as an after-school program. Mr. Williams said he was very excited about the program and would share more at a later date. No further questions or discussions followed.

B. Executive Session

Mr. Williams did not use executive session.

III. School Report

A. Head of School Report

Dr. Sandra Anthony stated the 2018-2019 school year is off to a strong start. Dr. Anthony mentioned that the common vision for this year was Engage and Achieve. Dr. Anthony advised the board that the school had three principals this year. K-5 is Samantha Sheffield, 6-8 is John Chris Canter and 9-12 is Ryan Malo. Dr. Anthony advised the board of the upcoming October 28, 2018 meeting for Duval/Clay Charter Accreditation. Dr. Anthony is very excited about the meeting and is working hard with her team to make the meeting a complete success. Dr. Anthony informed the board that she held her first Safe Schools-Crisis Meeting this morning. Dr. Anthony discussed provisions for Pre-planning, Intervention/Response, and Post-emergency activities. Discussion, questions and comments followed.

B. Enrollment Updates

Traci Hill gave enrollment updates to the Board Members. Questions and Discussion followed.

C. Accreditation Status

Bridget White reiterated what Dr. Anthony had said regarding the upcoming Accreditation Engagement Review scheduled in October with Duval/Clay. No further questions or discussion followed.

D. School Documents for Board Consideration

Larry Williams made a motion to Approve the Letter of Notification for families to inform them of Out of Field Teachers.

Melissa Ley seconded the motion.
The board **VOTED** unanimously to approve the motion.

Amanda Conley presented the board with an Out of Field letter that would be sent to all Parents of students who are instructed by any of the following teachers. Teachers below are Out of Field in ESOL only and working toward

obtaining the ESOL Endorsement: Crystal Young, Lynda Joy Offutt, Annette Ciaravino, Stefani Wilcox, Kimberly Ritter, Jean Sicoli, Angela Canter, Laura Zink, Brittany Churchill and Kathleen Kales.

E. Assessment and Accountability Updates

Bridget White gave Assessment and Accountability Updates. Ms. White answered questions from several Board Members. No further discussion followed.

IV. Finance

A. FY 17-18 Financial Results

Vanaja Duraiswamy gave the 2017-18 Financial updates which included, Monthly/quarterly District Financial pack, Financial Audit FY 17-18, IRS Form 990 Annual Report and the Enrollment Survey 2 and 3. No questions or discussions followed.

V. Closing Items

A. Adjourn Meeting

Charlene Sprague made a motion to adjourn the meeting.

Melissa Ley 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 12:21 PM.

Respectfully Submitted,
Larry Williams