

APPROVED



Northeast Florida Virtual Charter School Board

Minutes

Northeast Virtual Charter School Board Meeting

Date and Time

Monday July 15, 2019 at 11:30 AM

Location

Blackboard Collaborate and Conference Line: 1-888-824-5783 then 48868066#

Directors Present

Charlene Sprague (remote), Debbie Van Horn (remote), Larry Williams (remote), Melissa Ley (remote)

Directors Absent

None

Guests Present

Bridget White (remote), Cynthia Webster (remote), Jerry Burton, John Kramer (remote), Reid Cocalis, Sarah Diamond (remote), Sharon Williams (remote), Traci Hill (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 Monday Jul 15, 2019 @ 11:33 AM at Blackboard Collaborate and Conference Line: 1-888-824-5783 then 48868066#.

C. Approve Minutes

Debbie Van Horn made a motion to approve minutes from the Northeast Virtual Charter School Board Meeting on 05-28-19.

Charlene Sprague seconded the motion.

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

II. Board Chair Report

A. Updates and Events

Mr. Larry Williams gave an update on expanding the board to include both Northeast and Central members. Mr. Larry Williams stated that Ms. Bridget White would be contacting board members to determine interest. Discussion ensued until there were no further questions or comments.

B. Board Meeting Dates for SY 1920

Melissa Ley made a motion to accept the schedule as presented.

Charlene Sprague seconded the motion.

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

C. Executive Session

Nothing at this time.

III. School Report

A. School Documents for Board Consideration

Melissa Ley made a motion to accept the FLCCA Mental Health Awareness Plan for the 2019-2020 School Year.

Debbie Van Horn seconded the motion.

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

Melissa Ley voted to accept the FLCCA Parent and Student Handbook for 2019-2020 School Year, with an option to amend as necessary.

Debbie Palmer seconded the motion.

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

Ms. Bridget White gave the School Report. Ms. White introduced Ms. Lindsey Roache as the new Middle School Principal for FLCCA. Ms. White informed the Board that FLCCA is now fully staffed administratively and that the Director of Academics is working to fill all instructional vacancies prior to the first day of school. Ms. White highlighted the events from the 2019 graduation and thanked the Board Members who attended for their support. Ms. White informed the board of the upcoming Back to School Professional Development and invited all board members to attend. No further questions or discussion followed.

B. Enrollment Updates

Ms. Traci Hill gave Enrollment updates. No further questions or comments followed.

C. Assessment and Accountability Updates

Ms. Bridget White gave Assessment and Accountability updates. Discussion ensued.

IV. Finance

A. Monthly Financial Submissions to the Districts

Mr. John Kramer gave an update on Monthly Financial Submissions to the Districts. No further questions or discussions followed.

B. Survey 4 FY18-19 Year End Enrollment/Funding Process

Mr. John Kramer gave updates on Survey 4 FY18-19 year End Enrollment/Funding Process.

No further questions or comments followed.

C. Year-End Financial Close

Mr. John Kramer updated the Board Members on the Year-End Financial close. No further questions or discussion followed.

D. Annual Financial Audits

Mr. John Kramer gave an update on the Annual Financial Audit for FLCCA Clay and Duval. No questions or comments followed.

V. Closing Items

A. Adjourn Meeting

Melissa Ley made a motion to adjourn the meeting.

Charlene Sprague 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 12:07 PM.

Respectfully Submitted,
Larry Williams