

APPROVED



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

## Northeast Florida Virtual Charter School Board Minutes

### Northeast Virtual Charter School Board Meeting

**Date and Time**

Monday July 13, 2020 at 5:30 PM

**Location**

Zoom Room:

<https://zoom.us/j/449703378>

1-929-205-6099 then 449703378#

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**Directors Present**

Chris Calabucci, Debbie Van Horn, Larry Williams, Louis McDonald, Melissa Ley, Natalie Ford

**Directors Absent**

*None*

**Guests Present**

Bridget White, Jerry Burton, Kimberly Hurley-Floyd, Kyle Altier, Perry Daniel, Reid Cocalis, Rita Whitten, Samantha Sheffield, Sandra Anthony, Sarah Diamond, Traci Hill

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**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 13, 2020 @ 5:32 PM at

Zoom Room:

<https://zoom.us/j/449703378>

1-929-205-6099 then 449703378#

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**C. Approve Minutes**

Melissa Ley made a motion to approve the minutes from Northeast Virtual Charter School Board Meeting on 06-08-20.

Natalie Ford seconded the motion.

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

## **II. Board Chair Report**

### **A. Updates and Events**

### **B. Executive Session**

### **C. Adoption of Updated Bylaws**

Natalie Ford made a motion to accept the update Bylaws as presented.

Debbie Van Horn seconded the motion.

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

### **D. Approval of New Board Member**

Mr. Christopher Calabucci presented to the board to be considered for approval to join the Northeast FL Virtual Charter School Board.

Debbie Van Horn made a motion to approve Christopher Calabucci as a new member of the board of directors.

Melissa Ley seconded the motion.

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

### **E. Board Reorganization**

Debbie Van Horn made a motion to accept the officers for a new term to serve on the Northeast Board of Directors as presented.

Melissa Ley seconded the motion.

Board Chairman, Mr. Larry Williams, presented the slate of officers to be voted on for new terms as follows: Mr. Larry Williams to serve as Board Chairman, Mr. Christopher Calabucci to serve as the Vice Chair, and Mrs. Melissa Ley to serve as the Secretary and the Treasurer. The board **VOTED** unanimously to approve the motion.

## **III. School Report**

### **A. Head of School Report**

Dr. Sandra Anthony provided information and staff updates to the board. Mrs. Samantha Sheffield has been named the new Middle School principal and will now serve as the FLCCA K-8 school Principal. Mrs. Rita Whitten has been named Academic Administrator to serve the High School at FLCCA.

Dr. Anthony presented the board with updates to the Parent and Student Handbook for board consideration. Minor updates were presented and discussed. Dr. Anthony presented the board with the SY 2020-2021 FLCCA Mental Health Plan noting that no changes were made except to update to the current year.

Louis McDonald made a motion to accept the FLCCA Mental Health plan for SY 2020-2021 as presented.

Chris Calabucci seconded the motion.

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

### **B. School Documents for Board Consideration**

Chris Calabucci made a motion to accept the Parent Student Handbook as presented.

Debbie Van Horn seconded the motion.

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

**C. School Year 2019-2020 Academic Review**

The FLCCA academic team presented the board with highlights and data from School Year 2019-2020. Discussion ensued.

**D. Enrollment Updates**

Ms. Traci Hill provided the board with enrollment updates.

**E. Assessment and Accountability Report**

Ms. Bridget White provided the board with updates on testing plans for Fall 2020.

**IV. Finance**

**A. Monthly Financial Submissions to the Districts**

Mr. Jerry Burton provided the board with updates on the monthly financial documents submitted to the districts.

**B. FY 20 Financial Close Update**

Mr. Jerry Burton provided the board with Fiscal Year 2020 close updates.

**C. FY 20 Financial Audit Update**

Mr. Jerry Burton provided the board with Fiscal Year 2020 Financial Audit updates.

**V. Closing Items**

**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:35 PM.

Respectfully Submitted,  
Bridget White on behalf of  
Board Secretary, Melissa Ley