



Northeast Florida Virtual Charter School Board

Minutes

Northeast Virtual Charter School Board Meeting

Date and Time

Wednesday November 15, 2017 at 11:00 AM

Location

FLCCA - 9143 Philips Highway North Jacksonville, FL 32256

Directors Present

Charlene Sprague, Debbie Palmer, Erika Pruett (remote), Larry Williams

Directors Absent

None

Guests Present

Cynthia Webster, John Kramer, Karen Duncan, Marcus Moore, Sharon Williams, Steven Giarratano, Traci Hill, Vanaja Duraiswamy, Warren Buck

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 Nov 15, 2017 @ 11:06 AM at FLCCA - 9143 Philips Highway North Jacksonville, FL 32256.

C. Approve Minutes from 9.20.17 Board Meeting

Erika Pruett made a motion to approve minutes from the Northeast Virtual Charter School Board Meeting on 09-20-17.
Charlene Sprague seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Approve Minutes from 9.28.17 Board Meeting

Erika Pruett made a motion to approve minutes from the Northeast Virtual Charter School Board Meeting on 09-28-17.

Charlene Sprague seconded the motion.

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

II. Board Chair Report

A. Updates and Events

Larry Williams thanked Warren Buck and Sharon Williams for attending the meeting with him in Duval to discuss the charter school renewal process. An update will be given as the process develops. No further comments or questions.

III. Academic Excellence

A. Head of School Report

Warren Buck gave the Head of School Report concerning enrollment and Personnel Updates. Warren stated the total students approved for Clay is 83, total cap is 83, waitlisted is 3. Total students approved for Duval is 400, total cap is 405, waitlisted 39. Warren said that his team is working very hard with seniors this year so they can successfully graduate in 2018. No further questions or commits followed.

B. Academic Updates

Mr. Warren Buck presented the Academic Updates to the board. Using a power point presentation Mr. Buck highlighted the School Improvement Plan for Clay and Duval County Schools. He stressed Growing Our School in Math, Reading and Science. Warren pointed out the need for improvement in the student achievement rates. Mr. Buck stated that Marcus Moore the Director of Academics is holding a meeting on December 11 and 12 to discuss the FSA results and how to improve them for the 2nd term. Warren pointed out that the 3 most important topics are Close Reading, FAST and Collaboration. He went on explain that close reading is not only reading but it is understanding what you read. The school has hired more FAST teachers to address and solve issue that families may have that can lead to truancy. Last but not least Warren pointed out the benefits of Collaboration. Teaching students not only to work and think together but a deeper level of thinking. Erika Pruett stated that she appreciated Mr. Buck's hard work since he has joined the school. She is very excited about the workshop/meeting and would herself like to attend. Mr. Buck gave an open invitation to all the board members.

Mr. Buck gave a brief overview of the Diagnostic Data which included percentages from reading, math and FLKRS test results that was given at the beginning of the school year. Due to the low percentages the school has hired extra teachers in math and reading to help students who are struggling. Predicted Proficiency for 2018 on the FSA testing is expected to be much higher.

C. Assessment and Accountability Updates

Mr. Buck gave an up date for Bridget White on Assessment and Accountability. Mr. Buck stated that Bridget has been working very hard to secure testing sites, working with community colleges, community centers and Sylvan Learning Centers. She has 285 students inside Duval County and 16 students outside. Bridget has tentative schedules for test dates to include make up days. Miss White plans on notifying the parents very early in the 2nd term, so parents will

have plenty of time to make arrangements for their students to attend the mandatory testing. Updates on testing will be given as we move closer to the final dates. No comments or questions were forthcoming at this time.

IV. Finance

A. FY16-17 Audit presentation by King & Walker

Mr. John Kramer introduced the FY16-17 Audit Presentation by King & Walker for Clay and Duval Counties. Mr. Kramer introduced Steven Giarratano to the Board members and guests.

Steven Giarratano proceeded to give an overview of the Florida Cyber Charter Academy at Duval and Clay Independent Auditor's Report for the fiscal year ended June 30, 2017. Mr. Giarratano advised the board that a 990 had been filed for an extension.

John Kramer asked the board to make a motion to approve the Duval and Clay County Independent Auditor's Report.

Larry Williams made a motion to approve the Duval and Clay County Independent Auditor's Report. Debbie Palmer seconded the motion. The board voted unanimously to approve the motion.

B. Update on Enrollments and Funding: FY17-18 Survey 2 and FY16-17 5th FEFP Adjustments

John Kramer gave an overview of the Projected Survey 2 for FY17-18 for Clay and Duval. John thanked Traci Hill and all the team for an outstanding job they have been doing and feels very good in moving forward. No questions or comments followed.

C. Quarter 1 and October Budget vs Actuals Review

John Kramer gave a brief outline of the Northeast Florida Virtual Charter School Board, Florida Virtual Academy at Clay and Duval for the FY 17-18 Budget and 4 + 8 Forecast. John Kramer asked the board to consider the budget amendments with the actuals included. Erika Pruett made a motion to approve the budget amendment. Charlene Sprague seconded the motion. The board VOTED unanimously to approve the motion.

V. Closing Items

A. Adjourn Meeting

Larry Williams made a motion to adjourn the meeting.

Debbie Palmer 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 12:04 PM.

Respectfully Submitted,
Larry Williams