



Northeast Florida Virtual Charter School Board Minutes

Northeast Virtual Charter School Board Meeting

Date and Time

Wednesday March 7, 2018 at 11:00 AM

Location

FLCCA - 9143 Philips Highway North Jacksonville, FL 32256 and BBC Virtual Meeting Room

Directors Present

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

Directors Absent

Debbie Palmer

Guests Present

Bridget White (remote), Cynthia Webster, John Kramer (remote), Karen Duncan, Melissa Ley, Traci Hill, Vanaja Duraiswamy

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 Mar 7, 2018 @ 11:00 AM at FLCCA - 9143 Philips Highway North Jacksonville, FL 32256 and BBC Virtual Meeting Room.

C. Approve Minutes

Larry Williams made a motion to approve minutes from the Northeast Virtual Charter School Board Meeting on 01-24-18.
Erika Pruett seconded the motion.

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

II. Board Chair Report

A. Updates and Events

Larry Williams introduced Melissa Ley to board members and guest. Mr. Williams asked Melissa to say a few words about herself to which she did. Mr. Williams made a motion to accept Melissa Ley as a New Board Member.

B. New Board Member for Board Consideration

Larry Williams made a motion to Accept a new board member Melissa Ley. Erika Pruett seconded the motion. The board **VOTED** unanimously to approve the motion.

C. Executive Session

Larry Williams invited the board members to join him in an executive session to be apprised of a personnel matter and the outcome.

III. Academic Excellence

A. Head of School Report

Bridget White updated the Board on the two positions that needed to be filled at the school. First position is, The Head of School and the second position is The Special Programs Manager. Ms. White stated that a candidate for Special Programs Manager was being considered at this time. No further discussion or questions followed.

Traci Hill gave the Enrollment Update. Enrollment for all grade levels is closed. Duval has 389 active enrollments and Clay has 79. School Year 2018-2019 Enrollment will open for all grades March 8, 2018 and run through the Spring until the end of the school year. Ms. Hill discussed the Lottery Procedure with the board for 2018-2019. Traci presented the different groups of students that FLCCA gives priority to. No further discussion or question followed.

B. Renewal and Accreditation Status

Bridget White advised the Board that Accreditation for Duval Florida Cyber Academy was still progressing. She advised the Board that Duval renewed a two year contract with Florida Cyber Charter Academy and that the Application was in process. Ms. White stated she will keep the Board informed with future updates as the process moves along. No further discussions or questions followed at this time.

C. Assessment and Accountability Updates

Bridget White informed the board that we are testing in 34 test sites across Florida. She stated that we are in the 5th day of testing for writing in grades 4 thru 10th. Duval is at a 79% completion rate and Clay is at 74% completion rate. Ms. White informed the board that the school still had plenty of time to reach the 95% rate that the state of Florida requires. No further discussion or questions followed.

IV. Finance

A. February Financials

John Kramer informed the board that Karen Duncan has mailed out the January Financials and that the February Financials would soon be mailed out also.

Mr. Kramer stated that he was working closely with Traci Hill on Survey 3 and he pleased with the process.

John informed the board that the 990 had been submitted to the IRS.

Mr. Kramer said that he was watching the 2018 testing budget very closely and felt very confident that it would stay on the allotted budget. No further discuss or questions followed.

V. Closing Items

A. Adjourn Meeting

Larry Williams 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 11:45 AM.

Respectfully Submitted,
Larry Williams