



# Northeast Florida Virtual Charter School Board

## Minutes

### Northeast Virtual Charter School Board Meeting

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**Date and Time**

Wednesday November 14, 2018 at 11:30 AM

**Location**

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

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**Directors Present**

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

**Directors Absent**

*None*

**Guests Present**

Bridget White (remote), Cynthia Webster, John Kramer (remote), Reid A. Cocalis, Sandra Anthony (remote), Steven Giarratano, Tammy Trask, 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 Wednesday Nov 14, 2018 @ 11:32 AM at 9143 Philips Highway Suite 590 Jacksonville, FL 32256 and Conference Line.

**C. Approve Minutes**

Melissa Ley made a motion to approve minutes from the Northeast Virtual Charter School Board Meeting on 09-12-18.

Charlene Sprague seconded the motion.

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

## II. Board Chair Report

### A. Updates and Events

Mr. Larry Williams requested from the Board Members that perhaps they could think about moving future meetings to a start time of 11:00 A.M. instead of 11:30 A.M. as it is now. Mr. Larry Williams asked that his request be considered and that Ms. Bridget White poll the Board Members to see if everyone would agree to the time change. No further questions or discussion followed.

### B. Executive Session

Mr. Larry Williams stated he had nothing to share under the Executive Session at this time.

## III. Finance

### A. FLCCA@Clay - Financial Audit FY 17-18

Melissa Ley made a motion to Accept the Florida Cyber Charter Academy at Clay Independent Auditor's Report from King & Walker, CPAs,PL. for the fiscal year ended June 30,2018.

Debbie Palmer seconded the motion.

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

Mr. Steve Giarratano a Certified Public Accountant for King and Walker, CPAs,PI, addressed the Board Members with the results of the Florida Cyber Charter Academy at Clay Independent Auditor's Report for the fiscal year that ended June 30,2018. No comments, questions, or discussion followed.

### B. FLCCA@Duval - Financial Audit FY 17-18

Debbie Palmer made a motion to accept the Florida Cyber Charter Academy at Duval Independent Auditor's Report by King & Walker, CPAs, PL, for the fiscal year ended June 30,2018.

Melissa Ley seconded the motion.

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

Mr. Steve Giarratano a Certified Public Accountant for King and Walker, CPAs,PI, addressed the Board Members with the results of the Florida Cyber Charter Academy at Duval Independent Auditor's Report for the fiscal year that ended June 30,2018. No comments, questions, or discussion followed.

### C. Finance Updates

Mr. John Kramer introduced Ms. Tammy Trask to the Board Members as a new member to his team. Ms. Tammy Trask will be Mrs. Karen Duncan's replacement.

Mr. John Kramer gave the Board an update on Survey 2, the IRS Form 990 and the monthly/quarterly District Financial pack that is given to the district. Mr. Larry Williams asked the question concerning the dates of the surveys. Miss Traci Hill stated that Survey 2 was October 8 -12, 2018, Survey 3 was February 4 - 8, 2018 and Survey 4 was June 10 -14, 2018. No further comments, questions or discussion followed.

## IV. School Report

### A. Head of School Report

Dr. Sandra Anthony gave a warm welcome to all the Board Members and began by highlighting and explaining the school's new program: Student Spotlight.

Each Principal, Teacher and chosen student were introduced and the certificate that each student will receive was presented to the Board.

Dr. Sandra Anthony reflected on the events of the 2018 Dolphin Day that was held November 9, at various locations around the state of Florida. The event was a huge success and the school's Dolphin mascot was given the name Echo by a school wide vote.

Dr. Sandra Anthony presented the school's Achievement Goals for Language Arts, Math and Science for the year 2018-19.

Dr. Sandra Anthony explained the Math Acceleration Program that begins in the 5th grade and how it is being used by the teachers to better position students towards a scholar diploma.

Dr. Sandra Anthony stated that the school supports the state of Florida's 85% of all seniors graduate. Dr. Anthony discussed the High School Graduation Plan for Improvement that is established and has been implemented for the 2018-19 school year.

Dr. Sandra Anthony updated the Board Members on the progress of a new Virtual Music Program that has a tentative start date of January 2019. No further comments, questions or discussions followed.

#### **B. Enrollment Updates**

Traci Hill gave a brief overview of the District enrollment numbers for FLCCA@Clay and FLCCA@Duval. No questions, comments or discussion followed.

#### **C. Accreditation Status**

Dr. Sandra Anthony shared with the Board Members that she was very pleased with the way the Accreditation Meeting went. Dr. Anthony thanked everyone that was involved in making this meeting so successful. Dr. Sandra Anthony shared the Mission Statement with the Board and said a special thank you to Mr. Larry Williams who went out of his way to lend his support and knowledge to the school. No further comments or questions or discussion followed.

#### **D. Assessment and Accountability Updates**

Ms. Bridget White informed the Board Members that testing preparations have already started for spring testing. Ms. White stated that a letter has already gone out to the parents with information about state testing. Ms. Bridget White informed the Board that contractors would be hired and used this year to assist in test administration across the state. Ms. White will give further updates at a later date. No further comments , questions or discussions 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 12:20 PM.

Respectfully Submitted,  
Larry Williams