

APPROVED



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

## Northeast Florida Virtual Charter School Board

### Minutes

#### Northeast Virtual Charter School Board Meeting

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**Date and Time**

Monday January 27, 2020 at 5:30 PM

**Location**

Zoom and Orange Park Library

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**Directors Present**

Debbie Van Horn (remote), Larry Williams (remote), Louis McDonald (remote), Melissa Ley (remote), Natalie Ford (remote)

**Directors Absent**

*None*

**Guests Present**

Bridget White (remote), Chris Calabucci, Cynthia Webster (remote), Jerry Burton (remote), John Kramer (remote), Kimberly Hurley-Floyd, Reid Cocalis (remote), Sandra Anthony (remote), Sarah Diamond, Thomas Graham, Traci Hill (remote)

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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 Jan 27, 2020 @ 5:36 PM at Zoom and Orange Park Library.

**C. Approve Minutes**

Debbie Van Horn made a motion to approve the minutes from. Northeast Virtual Charter School Board Meeting on 11-04-19

Natalie Ford seconded the motion.

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

## II. Board Chair Report

### A. Updates and Events

Mr. Williams had no updates to share at this time and asked Dr. Sandra Anthony to proceed with the School Report.

### B. Executive Session

## III. School Report

### A. School Documents for Board Consideration

Dr. Sandra Anthony presented the Board Members with a list of school documents for Board consideration.

1. Out of Field Teachers and Parent Notification Letter
2. Best and Brightest Documents
3. First Semester Withdraws

Debbie Van Horn made a motion to Accept and approve the Out of Field Teachers and Parent Notification Letter.

Louis McDonald seconded the motion.

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

Louis McDonald made a motion to accept and approve the Best and Brightest documents.

Melissa Ley seconded the motion.

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

### B. First Semester Withdraws for Board Consideration

Debbie Van Horn made a motion to accept and approve the first semester withdraws.

Louis McDonald seconded the motion.

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

### C. Charter Renewal Update

Dr. Sandra Anthony stated that the Duval meeting went well and thanked DRVP Julie Overholt for being in attendance. Mr. Larry Williams commented on what an outstanding job the FLCCA team did when they presented at the Duval Charter Renewal meeting. No questions or comments followed.

### D. Enrollment Updates

Ms. Traci Hill presented the Enrollment Updates. No questions or comments followed.

### E. Assessment and Accountability Report

Ms. Bridget White discussed the updates on the Assessment and Accountability Report. No questions or discussion.

Natalie Ford made a motion to accept Ms. Kim Hurley-Floyd as the new parent liaison for FLCCA@Duval.

Louis McDonald seconded the motion.

Board Chairman thanked Ms. Hurley-Floyd for volunteering for this role. The board **VOTED** unanimously to approve the motion.

## IV. Finance

### A. Monthly Financial Submissions to the Districts

Mr. Jerry Burton gave the Monthly Financial Submissions to the Districts review. no questions or comments followed.

**B. FY 20 Q2 Financial Review**

Mr. Jerry Burton presented the Board Members with highlights of the FY 20 Q2 Financial Review. No questions or comments followed.

**C. Financial Policies and Procedures Updates**

Mr. Jerry Burton went over the Financial Policies and Procedures Updates. No questions or comments followed.

**D. NetSuite Launch Update**

Mr. Jerry Burton discussed the NetSuite Launch Updates with the Board Members. No questions or comments followed.

**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,  
Larry Williams

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**Documents used during the meeting**

- Best and Brightest\_for Board Approval.pdf
- Out of Field Letter 1.8.2020.pdf
- First Semester Withdraw NE.pdf