

APPROVED



FLORIDA
VIRTUAL ACADEMIES™

Southwest Florida Virtual Charter School Board Minutes

Southwest Florida Virtual Charter School Board Meeting

Date and Time

Monday January 23, 2017 at 6:30 PM

Location

<https://sas.illuminate.com/site/external/launch/meeting.jnlp?sid=559&password=M.21F288AAFA5C996E33FA3B5E60ABB0>

Board meeting on-site locations:

Pinellas: West Community Library 6700 8th Avenue North St. Petersburg, FL 33710

Pasco: Seven Oaks Clubhouse 2910 Sports Core Cir, Wesley Chapel, FL 33544

OR

VIA Blackboard Collaborate: <https://sas.illuminate.com/site/external/launch/meeting.jnlp?sid=559&password=M.21F288AAFA5C996E33FA3B5E60ABB0>

CALL IN NUMBER: 888-824-5783 x Participant passcode: **48868066**

Thank you,

Board Members Present

Gary Mancini (remote), Jennifer Cathcart (remote), Melissa Ley

Board Members Absent

Rosaelia De Sousa

Guests Present

mf

Arlene Baez, Bridget White, Diane Jackson, Jacqueline Bowen, John Kramer (remote), Karen Duncan (remote), LaMarius Agbaje (remote), Sharon Williams (remote)

I. Opening Items

A.Call the Meeting to Order

Melissa Ley called a meeting of the board of directors of Southwest Florida Virtual Charter School Board to order on Monday Jan 23, 2017 @ 6:30 PM at <https://sas.illuminate.com/site/external/launch/meeting.jnlp?sid=559&password=M.21F288AAFA5C996E33FA3B5E60ABB0>.

B.Record Attendance and Guests

Melissa Ley, took roll:

Attending via Blackboard Conference line: LaMarius Abaje, Gary Mancini, Sharon Williams, Sue Duffy, Karen Duncan, Jennifer Cathcart
Pinellas Meeting Location: Melissa Ley, Jacqueline Bowen Kelley, Arlene Baez
Pasco Meeting Location: Bridget White, Diane Jackson

C.Approve Minutes

M. Ley made a motion to approve minutes from the Southwest Florida Cyber Charter Board Meeting on 12-19-16.
Gary Mancini seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Board Chair's Report

A.Updates or Events

Melissa Ley shared the following updates for discussion:

1. Meeting with Pinellas and discuss when to notify parents of closure at end of year.
 1. Mode: Melissa recommended a letter, depending on responses then have town hall meeting.
 2. Date: Friday, Jan. 27th
 3. Draft will be sent to board for approval before sending on Friday
2. Pasco Board Meeting
 1. Attend Board Meeting on Feb. 7th
 2. Plan has been submitted on 01/23/2017
3. Board Member Agreement
 1. Suspend board member Christiane McClay, for non-attendance in reference to Board Member Agreement.
 2. Jennifer stated the member has only attended one meeting
 3. Motion to suspend (Melissa), 2nd motion (Gary) , all in favor
 4. Draft a letter to go out for additional board member, fill vacant seat
4. Parent Liaison
 1. Diane Jackson was in attendance in December and at this meeting and volunteered to be the parent representative for Pasco county.
 2. Motion to appoint Diane Jackson (Jennifer Cathcart), 2nd motion (Gary Mancini), all in favor

III. Principal's Report: Update on Academics, Enrollment, Staff, and other events



A.Review and Discuss Student Progress Monitoring Data, Staffing Updates, and other School Events

Bridget White provided the following information to the board for discussion and information:

1. New Employees presented to the board
 1. Compliance Coordinator, LaMarius Agbaje
 2. MS Math Teacher, Samantha Kimmel
 3. MS Science Teacher, Kesha Williams
 4. Special Program Manager, Sandra Lansin
 5. Registrar, Danielle Walton
 6. Vacancy: Special Program Coordinator
2. Enrollment Update
 1. Student Achievement by Grade
 1. ELA, Math, Science passing rates for Semester 1 (Pasco and Pinellas)
 2. Will have secondary updates for next board meeting

IV. New Hire an OUT of Field Teachers

A.Out of Fiedl Teachers

1. Out of Field Teachers (5 teachers) Continuing to work towards full endorsement
 1. Librada Lazono
 2. Linda Muldoon
 3. Shauna Rogan
 4. Kathleen Kales
 5. Melissa Stusek
2. Newly Hired teachers
 1. Samantha Kimmel
 2. Rebecca de la Lastra

M. Ley made a motion to To approved the continuing and newly hired teachers to teach out of field while working towards their ESOL endorement.
Gary Mancini seconded the motion.
The board **VOTED** unanimously to approve the motion.

V. Finance

A.Survey 2 FTE results

John Kramer shared the following updates to the board as it regards FTE Survey 2 reporting:

Finances (FTE)

1. Survey 2, 3, 4 update (October, February, June)
 1. FEFP adjustment (Fall)
 2. Update on student totals (FTE 2)
 1. BASIC: Pasco 125; Pinellas 99
 2. ESE: Pasco 24; Pinellas 3

B.December YTD Financials sent to Districts and Proposed Budget Amendments for Pasco and Pinellas



John Kramer presented the following information to the board requesting review and approval of identified budget amendments for FLCCA @ Pinellas and FLCCA @ Pasco as identified on attached supporting documents

1. Year to Date Financials

1. Pasco: submitted to district
 1. Amend the projected FTE
 2. Instruction Teachers (shared expense)
 3. Instruction to Students (testing)
 4. Student and Family Services (Special Ed Contracts and Other Related Exp.)
 5. Schools Admin. And Governance (shared expenses)
 6. Technology (K12 charge)
 7. Insurance/Facilities/Others (shared site in Jacksonville)
2. Pinellas: submitted to district
 1. Amend the projected FTE
 2. Instruction Teachers (shared expense)
 3. Instruction to Students (testing)
 4. Student and Family Services (Special Ed Contracts and Other Related Exp.)
 5. Schools Admin. And Governance (shared expenses)
 1. \$93,000.00 in legal expenses due to charter surrender
 6. Technology (K12 charge)
 7. Insurance/Facilities/Others (shared site in Jacksonville)

J. Cathcart made a motion to To approved the proposed amendments to the budgets for Pasco and Pinellas schools.
Gary Mancini seconded the motion.
The board **VOTED** unanimously to approve the motion.

VI. Executive Director/HOS Report

A.Review Addendum of SIP Plan submission for FLCCA @ Pasco and Testing Plan

Jacqueline Bowen Kelley reviewed School Improvement plan and implementation strategies for increasing student performance and school accountability grade reporting for 16-17 SY and shared updates on the following:

1. Testing update and location
2. Meeting targets and goals to meet student academic achievements

VII. Closing Items

A.Adjourn Meeting

M. Ley made a motion to adjourn the meeting.
Jennifer Cathcart 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 7:40 PM.

Respectfully Submitted,
Melissa Ley

VIII. Other Business

A.Executive Session



There was no request for Executive Session

Melissa J. King