

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**

Wednesday April 18, 2018 at 11:00 AM

#### **Location**

Blackboard Collaborate and Conference Line: 1-888-824-5783 then 48868066#

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#### **Directors Present**

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

#### **Directors Absent**

Erika Pruett

#### **Guests Present**

Bridget White (remote), Cynthia Webster, John Kramer (remote), Karen Duncan (remote), Melissa Ley, Reid A Cocalis, Sharon Williams

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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 Apr 18, 2018 @ 11:00 AM at Blackboard Collaborate and Conference Line: 1-888-824-5783 then 48868066#.

#### **C. Approve Minutes**

Larry Williams made a motion to approve minutes from the Northeast Virtual Charter School Board Meeting on 03-07-18.

Charlene Sprague seconded the motion.

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

## **II. Board Chair Report**

### **A. Updates and Events**

None at this time.

### **B. Executive Session**

## **III. Academic Excellence**

### **A. School Report**

Sharon Williams gave Personnel Updates to the Board. Sharon informed the Board that there are two positions vacant. The two positions are Head of School and Director of Academics. Both positions are taking applications and they are looking to start convening a board for the second round of interviews in May. Sharon thanked Traci Hill, Bridget White, Karen Duncan, Heather Harrison and Samantha Sheffield for the outstanding job they are doing to support the school at this time. Ms. Williams announced the hiring of Kristi Kendall to the Board as the new Special Education Manager. Sharon gave a brief overview of Kristi's accomplishments and background. She is very pleased to have her aboard. A discussion ensued between Larry Williams and Sharon Williams concerning time frames and candidates. No further questions or comments followed.

### **B. Renewal and Accreditation Status**

Sharon Williams informed the Board that in October/November 2018 Florida Cyber Charter School would have a visit from Duval and Clay County for the Accreditation Renewal. Sharon also thanked all Board members for filling out the forms that Duval asked for from each member. No further questions, comments, or discussion at this time.

### **C. Assessment and Accountability Updates**

## **IV. Finance**

### **A. Financial Updates**

John Kramer advised the Board that in the November 2017 Board Meeting, Budget modifications were presented to the Board and approved by the Board Members. Minutes for the November Board meeting that was approved in January 2018 did not include the approval for Budget Modifications from November. Mr. Kramer requested a resolution of the Board Meeting Minutes. Larry Williams made a motion to to revise the November Board Meeting Minutes, Melissa Ley seconded the motion. The Board Voted unanimously to approve the motion.

Mr. Kramer stated he was working with Traci Hill on Survey 2 and 3. John also informed the Board of the May 24th Face to Face Meeting where he will be discussing the proposed budget. No further questions or comments at this time.

## **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 11:23 AM.

Respectfully Submitted,  
Larry Williams