

APPROVED



FLORIDA CYBER
CHARTER ACADEMYSM

Southwest Florida Virtual Charter School Board **Minutes**

Southwest Florida Virtual Charter School Board Meeting

Date and Time

Monday September 18, 2017 at 6:30 PM

Location

Seven Oaks Clubhouse 2910 Sports Core Circle Wesley Chapel, FL 33544

Board meeting on-site locations:

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,

Directors Present

Gary Mancini (remote), Jennifer Cathcart (remote), Melissa Ley (remote), Rosaelia De Sousa (remote)

Directors Absent

None

Guests Present

Bridget White, Cynthia Webster (remote), John Kramer (remote), Karen Duncan (remote), Matthew Scott, Traci Hill (remote), Warren Buck (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 Sep 18, 2017 @ 6:31 PM at Seven Oaks Clubhouse 2910 Sports Core Circle Wesley Chapel, FL 33544.

B. Record Attendance and Guests

Directors Present

Gary Mancini, Jennifer Cathcart, Melissa Ley, Rosaelia DeSousa, (Remote)

Directors Absent

None

Guest Present

Bridget White (on site), Traci Hill, Warren Buck, Karen Duncan, John Kramer, Cynthia Webster, Matthew Scott, Dan Jette (Remote)

C. Approve Minutes

Melissa Ley made a motion to approve minutes from the Southwest Florida Virtual Charter School Board Meeting on 07-10-17.

Jennifer Cathcart seconded the motion.

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

II. Board Chair's Report

A. Updates or Events

Melissa Ley stated that a Parent Representative has not been found, however a motion was passed in the July 10th meeting to have Bridget White act as the parent liaison until another person can be found.

B. Open Enrollment Updates and Name Change Update

Matthew Scott updated the board on the status of open enrollment by sharing how excited he was about the open enrollment of Pasco, Duval and the other counties. He reminded the board that counties should not exceed their enrollment numbers.

III. Head of School, Academics, Assessment and Accountability Report

A. Hurricane Recovery

Warren Buck shared with the board that he was very proud of the staff for reaching out to all the families before, during, and after the Hurricane. 6 days were missed from September 8, to September 15. Hurricane Recovery will Start October 2017 and end April 2018. School resumed Monday September 18 and attendance was very good. Warren encouraged everyone to continue the good work of supporting each other as our state recovers from Irma.

B. Staffing Updates

Warren Buck shared that most of the positions have been filled at this time. Mr. Buck stated that interviews are in process for the few positions that remain open.

He stated that this has been very challenging for the school but at the same time very fulfilling, as the school is growing. He thanked Karen Duncan for helping to quickly process the new hires.

C. Enrollment and Operations Update

Warren Buck provided a chart with Pasco Enrollment Updates. Pasco, Total projected on 5/15/2017 was 206, Total Approved on 7/10/2017 was 173, Total Enrollment on 9/14/2017 was 417, SY Average Enrollment is 168, Capacity - 395, Current Enrollment - 417, Open Seats - 0, Wait List - 65.

D. School Improvement Plan

Warren provided the board with a copy of the 2017- 18 School Improvement Plan for Florida Cyber Charter Academy at Pasco

E. Out of Field Teachers for Board Consideration

Melissa Ley made a motion to Approve the list of the 10 Out of Field Teachers. Gary Mancini seconded the motion.

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

Warren provided the board with a list of 10 teachers that are currently considered Out of Field as they obtain their ESOL Endorsement.

1. Linda Muldoon - Music and 3rd grade teacher
2. Shauna Rogan - 5th grade teacher
3. Kathleen Kales - 5th grade teacher
4. Crystal Young - 6th - 12th grade teacher
5. Nicole Tate - High School Business teacher
6. Lynda Joy Offutt - ESE Middle School teacher
7. Kaitlin Alexander - English Middle School teacher
8. Ashley Lockhart - Science Middle School teacher
9. Williams Sims - Math High School teacher
10. Ashley Zerbe - Social Studies High School teacher

F. Assessment and Accountability Updates

Bridget White gave an overview of Pasco & Pinellas Proficiency on FSA. The two subjects reported were ELA and Math.

Pasco

ELA - Grades 3 - 10, Total 37% with 46/126.

MATH - Grades 3 - 10, Total 30% with 37/127

Pasco released a school grade of D.

Pinellas

ELA - Grades 3 - 10, Total 45% with 41/92

MATH - Grades 3 - 10, Totals 36% with 30/83

Pinellas released a school grade of C.

IV. Finance

A. Financial Updates

Mr. Kramer stated that Karen Duncan has sent out the August, 2017 Actuals. John advised the board that he is in 1st quarter close and is very satisfied with the progress they are making. Survey 2 will be start in October, with the Official due date October 20,2017. John reminded the board that Budget modifications may still need to be made to the 2017/18 forecast due to open enrollment. Updates will be given in future board meetings.

V. Other Business

A. Executive Session

B. Public Comment

None at this time.

VI. Closing Items

A. Adjourn Meeting

Melissa 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 7:30 PM.

Respectfully Submitted,
Melissa Ley