

**Minutes**  
**Northeast Florida Virtual Charter School**  
**Florida Virtual Academy @ Duval**  
**Board of Directors Meeting**  
**November 7, 2014**  
**11:00 AM**

**Board Members Present**

Larry Williams, Chair  
Erika Pruett, Parent Liaison  
Charlene Sprague

**Staff Present**

Niyoka McCoy  
Neeti Gregg  
Je'Lisa Mitchell

**Media Present**

None

**Board Members Not**

**Present**

Deb Palmer

**Call to Order**

Larry Williams called the meeting to order at 11:07 a.m.

Roll call was taken and noted above.

**Review of September 26, 2014 Board Meeting Minutes**

Mr. Williams reviewed with the board the meeting minutes from September 26, 2014 that was sent to all board members. Each member acknowledged having received and reviewed the minutes. There were no questions or revisions to the minutes.

**ACTION: Erika Pruett Motioned to Approve the Board Meeting Minutes from September 26, 2014. Charlene Sprague seconded the motion. Motion passed 3-0.**

**Board Chair Report: Larry Williams, Board Chair**

Larry Williams explained that there was no specifics and that he took care of banking issues.

**School Report: Niyoka McCoy, Head of School**

Niyoka McCoy explained the Florida Virtual Academies at Duval School updates.

- There are 371 students
- The upcoming events in the area
- Presented calendar to Northeast Florida Virtual Charter School Board

**Staff updates: Niyoka McCoy, Head of School**

Niyoka McCoy presented the Florida Virtual Academies staff updates.

- Welcome Je'Lisa Mitchell, the new Compliancy Coordinator
- FLVA will be hiring three (3) more teachers.

**Out of Field Teachers Report: Niyoka McCoy, Head of School**

Niyoka McCoy explained that we currently have two teachers teaching out of field.

- Bridget Rude White – She is our Elementary Lead Teacher who is Certified K-6. She is teaching Art this year. We currently do not have the numbers to hire an Art teacher. She will only teach out of field this year. Plans are to have an Art teacher next year.
- Jennifer St. Fleur - She is our MS and HS Science Teacher. She is teaching Biology, Life Science and Chemistry. She is out of field for Chemistry at this time. However, she is working to take her Chemistry exam and be certified by the end of the year.

She then mentioned to two new additional out of field teachers

- Linda Muldoon – She is our Elementary Music teacher
- Karina Jabriel – She is our High School Spanish teacher

**ACTION: Erika Pruett motioned to officially approve Linda Muldoon and Karina Jabriel as Out of Field Teachers for the 2014 – 2015 school year. Charlene Sprague Seconded the motion. Motion passed 3-0.**

**School Improvement Plan (SIP): Niyoka McCoy, Head of School**

Niyoka McCoy explained that there is no official plan for Duval.

- Information on writing, reading, and math coaches.
- Information on engagement coaches.
- Everyone is new.

**Financial Report: Larry Williams, Board Chair**

Mr. Williams explained the financial report details.

- Check signing was done 11/06/2014
- Larry signed financials cover page

Mr. Williams inquired of all members if they received financials. Each member verbally indicated they had received a copy and has reviewed a copy. Mr. Williams asked the members if they had any concerns or questions regarding the financials.

**ACTION: Erika Pruett moved that the board approve the financial report. Charlene Sprague seconded the motion. All board members approved 3-0.**

*Motion to adjourn at 11:15 AM by Larry Williams. Erika Pruett seconded the motion. Motion passed 3-0.*