

**Minutes**  
**Northeast Florida Virtual Charter School**  
**Florida Virtual Academy @ Duval**  
**Board of Directors Meeting**  
**September 26, 2014**  
**10:30 AM**

**Board Members Present**

Larry Williams, Chair  
Erika Pruett, Parent Liaison  
Charlene Sprague

**Staff Present**

Niyoka McCoy  
Neeti Gregg  
John Kramer

**Media Present**

None

**Board Members Not Present**

Deb Palmer

**Call to Order**

Larry Williams called the meeting to order at 10:32 AM.

Roll call was taken and noted above.

**Review of September 9, 2014 Board Meeting Minutes**

Mr. Williams reviewed with the board that meetings from the September 9, 2014 were sent to all board members. Each member acknowledged having received and reviewed the minutes. There were no questions or revisions to the minutes.

**ACTION: Charlene Sprague Motioned to Approve the Board Meeting Minutes from September 9, 2014. Erika Pruett seconded the motion. Motion passed 3-0.**

Mr. Williams asked John Kramer, K12 Finance Manager to review the Financial Auditor's report for the 2014-15 school year. Mr. Kramer inquired of all members if they received and had in front of them the report for the 2014-15 school year. Each member verbally indicated they had received a copy and has reviewed a copy. Mr. Kramer provided an overview of the report. He stated that the financial auditors had no findings in their report. Mr. Williams asked the members if they had any concerns or questions regarding the budget.

**ACTION: Erika Pruett moved that the board approve that the Financial Auditor's Report was reviewed and that Board Chair can sign off of the necessary documents to the district. Charlene Sprague seconded the motion. All board members approved 3-0.**

**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.

**ACTION: Erika Pruett motioned to officially approve Bridget Rude White and Jennifer St. Fleur as Out of Field Teachers for the 2014 – 2015 school year. Charlene Sprague Seconded the motion. Motion passed 3-0.**

**Board Policies: Niyoka McCoy – Head of School**

Niyoka McCoy reviewed with the board that the 2014-2015 Board Policies were 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 officially approve the Board Policies as presented. Charlene Sprague Seconded the motion. Motion passed 3-0.**

**Vystar Bank Check Signers**

Neeti Gregg addressed that we needed to add the Head of Schools as a Check Signer for the school and bank accounts. Currently that is Niyoka McCoy. The board discussed the need to have the Head of Schools as an official Check Signer and approved that Patty Betoni be removed and Niyoka McCoy be added as she is the Head of Schools.

**ACTION: Erika Pruett motioned to officially approve the Board Policies as presented. Charlene Sprague Seconded the motion. Motion passed 3-0.**

*Motion to adjourn at 10:45 AM by Larry Williams. Charlene Sprague seconded the motion. Motion passed 3-0.*