



APPROVED 06/21/2018

**Floridians for Quality Virtual Education, Inc. (FCA)
MINUTES OF THE BOARD MEETING**

Thursday, May 31, 2018 at 12:30 p.m.

Held at the following location:
Hilton Tampa Airport Westshore
2225 N Lois Avenue
Tampa, FL 33607

I. Call to Order

Ms. Hudspath called the meeting to order at 12: 50 p.m. when all participants were present.

Board Members Present: Star Hudspath, Paula Cate, Chris Bates, John Grant and Becky Bergue;

Guests: Marcie Trombino, School Leader; Karen Duquette, Missy Nelson, April Greeson, Heather Woodard and Megann Arthur, POBL staff.

II. Routine Business

a. Approval of Agenda

Ms. Hudspath asked the Board to review the Agenda distributed prior to the meeting. Board members tabled Action Items (a) Approval of School Handbook for the 2018-2019 School Year, (b) Approval of State Specific School Handbook for the 2018-2019 School Year, and (c) Approval of Employee Handbook, as the final documents were not available for review for this meeting. There being no additional changes made, a motion was made and seconded as follows:

RESOLVED, that the Agenda for the May 31, 2018 Floridians for Quality Virtual Education, Inc. Board Meeting, as amended, is hereby approved.

The motion passed unanimously.

III. Oral Reports

a. School Leader Report

i. Update on School Facility

Ms. Trombino provided the Board with an update on the school facility. She advised that the office location was under construction and thanked the member(s) of the Board who have been working with her on facility planning. Ms. Trombino further advised that the school's temporary space should be ready for staff use by mid-August, and that lease negotiations were going well for the school's permanent facility.

ii. Update on Enrollment

Ms. Trombino provided the Board with an update on the school's current enrollment, advising that currently there were 693 students in stage 3 of the enrollment process, and that the final stage of enrollment was expected to be finalized by the end of the following week. All participants had discussion of the number of students in the pipeline and that approximately 9% were from Hillsborough County. Ms. Trombino displayed a map of current geographical locations around the state where students had submitted enrollment applications, showing statewide representation of student interest. The Board had discussion of grade caps from their authorizer, and enrollment and waiting list processes anticipated. Board members had discussion on marketing for the school with Ms. Trombino and POBL support staff.

iii. Update on Staff Recruitment

Ms. Trombino provided the Board with an update on staff recruitment. She referred the Board to the Staffing Report, as included in the Board materials. Ms. Trombino further advised that the school was 72% staffed to date, including an Assistant Principal based in Hillsborough as well as office staff. She indicated that the hiring focus remained on 6-12 grade math and science vacancies.

b. Update on Statement of Agreement with Connections Education

Ms. Hudspath provided the Board with an update on the current status of the Statement of Agreement with Connections. The Board had discussion of the amendment regarding special education, as submitted to Hillsborough, and that there had been no response from the authorizer within 30 days, per contract.

c. Update on Department of Education's Approved Applicant Training

Ms. Duquette provided the Board with an update on this item. She advised that Ms. Trombino, Ms. Hudspath, Mr. Bates, Ms. Duquette and Ms. Brenda Little had all attended as representatives of the school, and that the school had thus met all requirements for mandatory training for FCA currently.

IV. Consent Items

Ms. Hudspath asked the Board members whether there were any items from the Consent Items that they wished to have moved to Action Items for discussion. There being no additional discussion, a motion was made and seconded as follows:

RESOLVED, the Consent Item:

- a. Approval of Minutes from the April 27, 2018 Board Meeting; and
- b. Approval of Staffing Report; are hereby approved.

The motion passed unanimously.

V. Action Items

a. Approval of School Handbook for the 2018-2019 School Year

This item was tabled earlier in the meeting.

b. Approval of State Specific School Handbook for the 2018-2019 School Year

This item was tabled earlier in the meeting.

c. Approval of Employee Handbook

This item was tabled earlier in the meeting.

d. Approval of Enrollment Target for the 2018-2019 School Year

Ms. Trombino presented this item to the Board, reminding them of earlier discussions regarding enrollment and recruitment, and made a recommendation as to the school's enrollment target for the upcoming school year. There being no additional discussion, a motion was made and seconded as follows:

RESOLVED, that the enrollment target for the 2018-2019 school year of 1,500 students, and authorization for the Board President to act as Board Designee to work with the school's authorizer to finalize, as discussed, is hereby approved.

The motion passed unanimously.

VI. Information Item

a. Board Member Fingerprinting Update

Ms. Woodward reviewed this item with the Board. Participants had discussion of fingerprint requirements in the state, and anticipated governance training requirements for Board members.

Ms. Cate indicated her intent to step down from the Board when a suitable replacement is found, as she has recently purchased property out of state. Board members had discussion on Board recruitment.

VII. Adjournment and Confirmation of Annual Meeting – Thursday, June 21, 2018 at 9:00 a.m.

Ms. Hudspath noted that the Board was at the end of its agenda and that the annual meeting was scheduled to be held Thursday, June 21, 2018. At 1:27 p.m. the Board made and seconded the following motion:

RESOLVED, that the adjournment of the Floridians for Quality Virtual Education, Inc. May 31, 2018 Board meeting, is hereby approved.

The motion was approved unanimously.