



APPROVED 10/18/2018

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

Thursday, September 20, 2018 at 9:00 a.m.

Held at the following location:
5805 Breckenridge Parkway
Suites E & F
Tampa, FL 33610

I. Call to Order and Roll Call

Ms. Hudspath called the meeting to order at 9:09 a.m. when all participants were present.

Board Members Present: Star Hudspath, John Grant and Paula Cate (via phone);

Board Members Joined During Meeting: Chris Bates (via phone);

Board Members Absent: Becky Berque;

Guests: Marcie Trombino, School Leader; Kimberly McMahan, School Staff (in person at the meeting location); Karen Duquette, Brian Rosta, Heather Woodward, Brenda Little and Megann Arthur, POBL staff (via phone).

II. Public Comment

There were no public comments at this time.

III. Routine Business

a. Approval of Agenda

Ms. Hudspath asked the Board to review the Agenda distributed prior to the meeting. There being no changes made, a motion was made and seconded as follows:

RESOLVED, that the Agenda for the September 20, 2018 Floridians for Quality Virtual Education, Inc. Board Meeting, as presented, is hereby approved.

The motion passed unanimously.

IV. Oral Reports

a. School Leader Report

i. Enrollment and Staffing Update

Ms. Trombino provided the Board with an overview of the Monthly School Report (MSR), as included in the Board materials. As this was the first of these reports the Board had seen, she

reviewed the data included and many uses of the report for the school. Ms. Trombino further reviewed the school's current enrollment numbers with the Board, advising that there were 1,499 students enrolled just prior to the meeting, and many more still in the preapproval stages of enrollment.

[Mr. Bates joined the meeting at 9:17 a.m.]

ii. School Facility and Ribbon Cutting Update

Ms. Trombino provided the Board with an update on this item. She advised that the school staff had moved into the permanent facility, and briefly highlighted the set up process completed to date. Ms. Trombino also related that the school's ribbon cutting ceremony had been postponed, and that the ceremony would be rescheduled for a date in November or December, when all parties involved were available, including Board members and authorizer representatives.

b. Financial Report

Ms. Little reviewed the financial report included in the Board Meeting materials. She highlighted key aspects in the school's revenue and expense reports, as well as the school's forecast for the school year. Ms. Little also reviewed line items of interest with Board members.

V. 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 August 16, 2018 Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Invoice(s) from Connections Academy of Florida, LLC for July and August;
- d. Approval of Revision(s) to the Employee Handbook: Student and Family Communications Policy; and
- e. Approval Closing Enrollment on February 1, 2019 for the 2018-2019 School Year; are hereby approved.

The motion passed unanimously.

VI. Action Items

a. Approval of Teacher and Leader Evaluation Plans

Ms. Trombino reviewed the proposed Teacher and Leader Evaluation Plans with the Board, as included in the Board materials. She detailed the process completed to develop the Plans, as well as the state and authorizer requirements for the school. Board members expressed their support of the Plans. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Teacher and Leader Evaluation Plans, as presented, are hereby approved.

The motion passed unanimously.

b. Approval of Board Designee for Annual School Handbook Review

Ms. Arthur reviewed the annual school handbook review process, and the advantages of having a designee from the Board to work with school leadership and POBL support staff on the document review process, prior to the final draft presentation to the Board. Board members had discussion on the best person to act in this capacity, and identified Board member, Becky Berque, as a good candidate. As she was not present at the meeting, the Board indicated their intent to table this item until Becky could confirm her willingness to accept the role. There being no further discussion, this item was tabled.

c. Approval of Revised Background Clearance for Board Members Policy

Ms. Arthur presented this item to the Board. She reviewed the proposed revisions to the Board's Background Clearance for Board Members Policy, to allow the Board to mirror their authorizer's requirements. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the revised Background Clearance for Board Members Policy, as presented, is hereby approved.

The motion passed unanimously.

VII. Information Items

a. State and Strategic Client Relations (SCCR) Update

Ms. Duquette provided the Board with an update on recent legislative activities that may impact the school.

b. School Leadership Team (PSLT) Update

Dr. Rosta introduced himself to the Board, and advised that he would be assuming the role of primary rep to the Board and school on behalf of Pearson Online & Blended Learning's (POBL) Partner School Leadership Team.

i. State of the School, School Improvement Planning and Focus Goals

Dr. Rosta presented this item to the Board. He provided the Board with a preview of items currently being finalized for presentation at the Board's next meeting, including a thorough review of progress on the school improvement plan and staff efforts toward specific initiatives, both completed and ongoing. Dr. Rosta further advised that Ms. Trombino would be presenting the proposed school focus goals for the current school year for the Board's consideration, as well.

c. Overview of 2018-2019 Items for Board Consideration

Ms. Arthur reviewed the outline of items planned to be presented for Board consideration throughout the current school year. She further advised the Board that the document was fluid, and items may be included, omitted, or considered on a varied timeline based on a number of factors, including state submission and enrollment deadlines, as well as school need for student support.

d. Board Member Training and State Conference Reminders

Ms. Arthur reminded the Board of both the training requirements for FCA Board members, as well as the upcoming state charter schools conference.

VIII. Adjournment and Confirmation of Next Meeting – Thursday, October 18, 2018 at 9:00 a.m.

Ms. Hudspath noted that the Board was at the end of its agenda and that the next meeting was scheduled to be held Thursday, October 18, 2018. At 10:00 a.m. the Board made and seconded the following motion:

RESOLVED, that the adjournment of the Floridians for Quality Virtual Education, Inc. September 20, 2018 Board meeting, is hereby approved.

The motion was approved unanimously.