



APPROVED 02/27/2019

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

Thursday, January 17, 2019 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 9:10 a.m. when all participants were present and able to hear each other.

Board Members Present: Star Hudspath, John Grant and Chris Bates (via phone);

Board Members Absent: Becky Burgue;

Guests: Marcie Trombino, School Leader; Kimberly McMahan, School Staff (in person at the meeting location); Karen Duquette, Allison Solesby, Megan Holston and Megann Arthur, POBL staff (via phone).

II. Acceptance of Resignation of Board Member, Paula Cate

Ms. Hudspath reviewed the resignation of Paula Cate with the Board, as included in the Board materials. She further discussed that the resignation was effective on November 14, 2018, but included in today's materials for full Board acceptance. The Board expressed their thanks and gratitude for all of Ms. Cate's contributions to the school, both in the founding activities and early in operations. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the resignation of Paula Cate, effective on the date of submission, November 14, 2018, is hereby accepted.

The motion was approved unanimously.

III. Review and Consideration of Board Member Candidate(s)

Ms. Hudspath reviewed the resume and qualifications of Board member candidate, Alicia (Hill) Gordon, as included in the Board materials. She further asked Ms. Duquette to provide her communications with the candidate, and Ms. Duquette further reviewed her background and interest in serving on the Board. Board members indicated their support of Ms. Gordon's candidacy for the Board. There being no additional discussion, a motion was made and seconded as follows:

RESOLVED, that the appointment of Alicia (Hill) Gordon to the Floridians for Quality Virtual Education, Inc. Board of Directors for a term to the Annual Meeting 2019, pending all necessary background and fingerprinting requirements of the authorizer, is hereby approved.

The motion passed unanimously.

IV. Public Comment

There were no public comments at this time.

V. 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 January 17, 2019 Floridians for Quality Virtual Education, Inc. Board Meeting, as presented, is hereby approved.

The motion passed unanimously.

VI. Oral Reports

a. School Leader Report

Ms. Trombino reviewed the Monthly School Report (MSR) in detail with the Board, including trends in enrollment and various demographics in the student body.

i. Update on Student Intervention Efforts – Tier 1 and Tier 2

Ms. Trombino advised the Board of school staff members' increased awareness of critical educational components and benchmarks, as well as Pearson Online & Blended Learning (POBL) useful tools for tracking student progress. Ms. Trombino further discussed the relation these efforts have to the school's annual success in goals completion.

ii. Ribbon Cutting Ceremony

Ms. Trombino presented this item to the Board. She provided the Board members with highlights from the day, including those in attendance and those who also watched the web streaming version of the event. Ms. Trombino further thanked those who were able to attend the successful event, and Board members who were unable to attend showed an interest in viewing photos from the day.

iii. Update on Staffing

Ms. Trombino provided the Board with an update on staffing at the school, based on enrollment. She discussed recent staff hires, as well as the teaching positions still open. Board members had discussion on enrollment trends, those in the pipeline and reasons for withdrawal.

b. Financial Report

Ms. Holston 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.

i. Monthly Dashboard

Ms. Holston reviewed the dashboard documentation, as requested by the Board, highlighting specific items of interest.

ii. Board Support Update

Ms. Holston advised the Board that Ms. Tracey Gianoni had recently joined the School Financial Services team at POBL, and would begin transitioning into the role of primary representative to the Board.

VII. Strategic Planning

a. Strategic Plan Report

Ms. Trombino provided the Board with a brief update on activities and progress on action plans established within the Board's Strategic Plan to date.

VIII. 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 Items:

- a. Approval of Minutes from the October 18, 2018 Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Invoice(s) from Connections Academy of Florida, LLC for October, November and December;
- d. Approval of Summer School Offering to Students;
- e. Approval of the 2019-2020 School Year General School Handbook; and
- f. Approval of the 2019-2020 School Year State Specific School Handbook; are hereby approved.

The motion passed unanimously.

IX. Action Items

There were no Action Items to be considered at this time.

X. 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. Budget Development Process Update

Ms. Duquette reviewed the 2019-2020 budget development process with the Board. She advised the Board that the process starts with the funded enrollment target approved at a previous meeting, and includes input from the Board and school leader. Ms. Holston further reviewed the anticipated budget development

schedule, including the final budget consideration likely to be in May.

c. School Leadership Team (PSLT) Update

Ms. Solesby presented to the Board on behalf of Pearson Online & Blended Learning's (POBL) School Leadership Team.

i. School Operations Metrics

Ms. Solesby reviewed the second quarter school operations metrics included in the Board materials, highlighting the school's performance as compared with other Pearson Online and Blended Learning partnering schools of similar size and years in operation.

XI. School Leader Mid-Year Review

[At 10:08 a.m., due to the remaining item left on the agenda, Ms. Trombino, Ms. McMahan, Ms. Duquette and Ms. Holston left the meeting.]

Ms. Solesby presented this item to the Board. She provided a detailed review of the school leader competencies, as included in the Board materials, as well as Ms. Trombino's performance thus far in the school year on each competency. Ms. Solesby reminded the Board of their opportunity to participate in an online survey to give feedback on Ms. Trombino, and discussed the integration of Board member feedback into the mid-year evaluation documentation. Board members discussed the evaluation of Ms. Trombino with Ms. Solesby.

XII. Adjournment and Confirmation of Next Meeting – Thursday, February 21, 2019 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, February 21, 2019. At 10:24 a.m. the Board made and seconded the following motion:

RESOLVED, that the adjournment of the Floridians for Quality Virtual Education, Inc. January 17, 2019 Board meeting, is hereby approved.

The motion was approved unanimously.