



**APPROVED 05/22/2019**

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

Wednesday, February 27, 2019 at 9:00 a.m.

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

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**I. Call to Order and Roll Call**

Ms. Hudspath called the meeting to order at 9:01 a.m. when all participants were present and able to hear each other.

Board Members Present: Star Hudspath, Becky Burgue and Chris Bates (via phone);

Board Members Absent: John Grant;

Guests: Marcie Trombino, School Leader; Kimberly McMahan, School Staff (in person at the meeting location); Karen Duquette, Allison Solesby, Megan Holston, Tracey Gianoni, Sally Fernandez, Jolie Rotar 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 February 27, 2019 Floridians for Quality Virtual Education, Inc. Board Meeting, as presented, is hereby approved.

The motion passed unanimously.

**IV. 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. Board members had discussion with those present regarding enrollment trends and withdrawal rates.

i. Update on Enrollment Opening for 2019-2020 School Year

Ms. Trombino provided the Board with an update on this item. She reviewed the opening enrollment date of March 4, 2019, for the 2019-2020 school year, and advised that this date would allow for the best enrollment experience for families at the school. Board members were supportive of the enrollment start date.

ii. Winter Leadership Retreat

Ms. Trombino reported to the Board on the Winter Leadership Retreat that she recently attended, including professional development initiatives and networking opportunities.

b. Financial Report

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

**V. Strategic Planning**

a. Strategic Plan Report

Ms. Trombino provided the Board with a detailed review of progress on action plans established within the Board's Strategic Plan to date. She reviewed the actions ongoing, the ones that were on hold for the time being, as well as those completed.

i. Update Format

Ms. Trombino highlighted the new format of the Strategic Plan documentation, to more clearly show progress and those responsible.

**VI. 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 January 17, 2019 Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Invoice(s) from Connections Academy of Florida, LLC for January; and
- d. Approval of School Calendar for the 2019-2020 School Year; are hereby approved.

The motion passed unanimously.

## **VII. Action Items**

### **a. Approval of Additional Parent Representative, Wendie Martin**

Ms. Trombino presented this item to the Board. She reminded the Board of the charter required position of the parent representative, and that Ms. Kimberly McMahan currently attends all Board meetings in person and serves in this role. Ms. Trombino reviewed the advantages of having an additional parent representative, should Ms. McMahan ever be unavailable for a Board meeting, and further reviewed Ms. Martin's background, recommending that the Board consider the appointment Ms. Wendie Martin as an additional parent representative. The Board was in support of this action. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the appointment of Additional Parent Representative, Ms. Wendie Martin, as discussed, is hereby approved.

The motion passed unanimously.

## **VIII. 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**

Ms. Solebsy presented to the Board on behalf of Pearson Online & Blended Learning's (POBL) School Leadership Team. She highlighted activities from the recent Winter Leadership Conference, as well as the ongoing work by Ms. Trombino and others in her leadership team on the School Improvement Plan (SIP).

### **c. Outreach Plan for the 2019-2020 School Year**

Ms. Fernandez presented this item to the Board. She reviewed the school's proposed Outreach Plan for the upcoming school year, as included in the Board materials. Ms. Fernandez highlighted current and projected enrollment numbers, as well as planned activities for student recruitment.

### **d. In-Person Half-day Board Meeting and Retreat – June 13**

Ms. Arthur proposed a half-day retreat to the Board, to allow for an in-depth status discussion of the Board's Strategic Plan, as it is nearly a year since it was created. Board members indicated limited availability in the month of June, as proposed, so Ms. Arthur indicated she would assist in coordination via email.

## **IX. Adjournment and Confirmation of Next Meeting – Thursday, March 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, March 21, 2019. At 9:43 a.m. the Board made and seconded the following motion:

RESOLVED, that the adjournment of the Floridians for Quality Virtual Education, Inc. February 27, 2019 Board meeting, is hereby approved.

The motion was approved unanimously.