



**APPROVED 12/6/2021**

**FLORIDA FOR ONLINE EDUCATION, INC.  
(DBA) Coastal Connections Academy**

**BOARD MEETING**

Tuesday October 19, 2021 at 2:30 p.m. EST / 1:30 p.m. CST

**Held at the following location:**

186 N. Palafox Street, Suite 200

Pensacola, FL 32502

-and-

Via Teleconference

**1(800) 747-5150; Code 469-4124#**

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

At the request of Dr. Riyad, Ms. Arthur called the meeting to order at 2:35 p.m. when all participants were present and able to hear each other.

Board Members Present: Dean Goon, Cindy Riyad and Lynsey Davis (via phone);

Board Members Absent: Michelle Spence;

Guests Present: Sandra (Sandy) Brunet, School Leader; Alexis Lear, School Staff (in person at the school); Eric Haug, Board Counsel; Karen Duquette, Megann Arthur, Sonali Rogers, Chandre Sanchez and Emily Lee, Pearson Virtual Schools staff (all via phone).

**II. Review and Acceptance of Resignation of Board Member, Michelle Spence**

Ms. Arthur reviewed the resignation letter of Michelle Spence with the Board, as included in the Board meeting materials. She further recommended that the resignation be effective immediately, as Ms. Spence had sent the letter a few weeks prior. The Board expressed their thanks and gratitude for all of Ms. Spence's contributions to the school. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the resignation of Michelle Spence, effective immediately, is hereby accepted.

The motion was approved unanimously.

**III. Public Comment**

There were no public comments.

#### **IV. Routine Business**

##### a. Approval of Agenda

Ms. Arthur asked the Board if they had reviewed the agenda distributed prior to the meeting, and if there were any desired changes. The Board advised of their desire to table Action item a. Approval of Allowing Continuation of Teacher in Re-certification process, as the item was no longer needed for consideration. There being no further changes noted, a motion was made and seconded as follows:

RESOLVED, that the Agenda for the October 19, 2021 Meeting of the Board of Directors of Coastal Connections Academy, as amended, is hereby approved.

The motion passed unanimously.

#### **V. Oral Reports**

##### a. School Leader's Report

###### i. Enrollment and Staffing Update

Ms. Brunet reviewed the school's current enrollment numbers with the Board. She further provided the Board with an update on staffing levels at the school.

###### ii. State of the School Report

Ms. Brunet provided an overview of the State of the School Report, as included in the Board meeting materials. She discussed the mission and vision of the school as well as recent staff training events. Ms. Brunet further provided updates on state testing preparations and highlighted legislation that may change the state testing process in future years. Ms. Brunet finally discussed school goals and highlighted student stories for the Board. The Board discussed the differentiation of Florida Connections Academy from Coastal Connections Academy with Ms. Brunet.

##### b. Financial Report

Ms. Rogers reviewed the financial report included in the Board meeting materials. She highlighted key aspects in the school's revenue and expense reports. She further provided an overview of the school's balance sheet.

#### **VI. Consent Items**

Ms. Arthur 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 September 21, 2021 Board Meeting;
- b. Approval of Staffing Report; and
- c. Approval of Invoice(s) from Pearson for September (# 91000008989); are hereby approved.

The motion passed unanimously.

## **VII. Action Items**

- a. Approval of Allowing Continuation of Teacher in Re-certification Process

This item was tabled.

- b. Approval of Interim Board Treasurer

Ms. Arthur reminded the Board of the vacancy of the Board Treasurer position, and the need for the Board to consider appointing a member to serve as Interim Board Treasurer, at a minimum. Dr. Goon advised of his willingness to serve as the interim Board Treasurer; Board members expressed their support of Dr. Goon serving in this role. Ms. Arthur further advised of the vacancy of the Board Secretary position, and the need for the Board to appoint a member to serve as Board Secretary. Ms. Davis advised of her willingness to serve as the Board Secretary, Board members expressed their support of Ms. Davis serving in this role. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that appointment of Dean Goon as Interim Board Treasurer, as discussed, is hereby approved; and

FURTHER RESOLVED, that appointment of Lynsey Davis as Board Secretary, as discussed, is hereby approved.

The motion passed unanimously.

- c. Review and Consideration of Board Meeting Schedule Change

Ms. Arthur advised Board members of the option for a six-month Board meeting schedule, and reviewed the advantages of both the six and nine month schedules, as well as the agenda planning involved in both. The Board discussed this option and expressed their desire to move to the six-month schedule, as presented, for the remainder of the school year. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Board meeting schedule change, as discussed for the remainder of 21-22 School Year, with remaining regular meetings to be Nov, Jan, Mar, May and June, is hereby approved.

The motion passed unanimously.

## **VIII. Information Items**

### a. School Success Partner (SSP) Update

Ms. Duquette presented on behalf of the School Success Partner (SSP) team and provided an update on legislative activities in the state, which may impact the school, as well as support services provided by Pearson Virtual Schools to the school.

[Mr. Haug joined the meeting at 3:04 p.m.]

## **IX. CLOSED SESSION May Be Required – Pursuant to F.S. §286.011 (8)(a) – to consult with legal counsel regarding potential or pending litigation**

The Board entered into Closed Session at 3:05 p.m. upon a motion made by Dr. Riyad, seconded by Dr. Goon and confirmed via a roll call vote of the Board pursuant to F.S. §286.011 (8)(a) – to consult with legal counsel regarding potential or pending litigation. Board members present were: Dr. Goon, Ms. Davis and Dr. Riyad. At the invitation of the Board, Mr. Haug, Ms. Arthur, Ms. Reyes, Ms. Lee and Ms. Duquette remained in the Closed Session. All others left the meeting at this time.

After the Board concluded their discussion, the Board resumed their open session upon a motion made by Dr. Goon, seconded by Ms. Davis and confirmed via roll call vote at 3:21 p.m. No action was taken during Closed Session.

## **X. Approval of Action(s) Necessary Based on Closed Session**

### a. Approval of Board President as Board Designee to Negotiate Contract Matters on Behalf of the Board

Ms. Arthur reminded the Board of the discussion held in closed session and recommended the approval of Board President as Board designee to negotiate contract matters on behalf of the Board. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that Board President as Board Designee to negotiate contract matters on behalf of Board, as presented, is hereby approved.

The motion passed unanimously.

## **XI. Adjournment and Confirmation of Next Meeting Date – Tuesday, November 16, 2021 at 2:30 p.m. EST**

Ms. Arthur noted that the Board was at the end of its agenda. The Board confirmed the next Board meeting is to be held Tuesday, November 16, 2021 at 2:30 p.m. EST/ 1:30 p.m. CST. There being no further business, the meeting was adjourned at 3:22 p.m. EST.