



GOVERNING BOARD MEETING
May 16, 2024- 2:00 pm ET
MEETING MINUTES

Present: Stevie Johns, Board Chair; Jennifer Parker, Board Secretary, Jessica Howell

Guests: Brenda Santiago, Thomas Sternberg, Ed DePersis, Megan Sandoval

I. Call to Order – Board Chair, Stevie Johns, commenced the meeting at 2:06 pm ET.

I. **Roll Call-** S. Johns confirmed a quorum.

II. **Routine Business-** S. Johns

- a. J. Parker made a motion to approve agenda; J. Howell seconded; Unanimous vote for approval.
- b. S. Johns made a motion to approve minutes of the 3/21/2024 board meeting and J. Parker seconded; Unanimous vote for approval.

III. **Information Items**

- a. State of the School Report – B. Santiago
 - i. Teaching & Learning May Focus:
 - 1. PM3 and EOC Testing
 - 2. Teacher Appreciation Week
 - 3. Supporting students with finishing the year strongly
 - 4. Preparing for Summer Learning Opportunities
 - 5. Closing out the 23-24 School Year
 - ii. Summer Learning
 - 1. 3rd Grade Summer Camp
 - 2. MS Grade Recovery/HS Credit Recovery
 - 3. Extended School Year
 - iii. MTSS
 - 1. Compiled all PM Trackers for compliance submission in CharterLink
 - 2. Successfully facilitated full day of MTSS Meetings on April 26th
 - 3. MTSS Exit Letters and Attendance Warning Letters were sent to parents the week of April 29th–naturally addressed any concerns and cleared confusion regarding MTSS attendance.
 - 4. Reorganized MTSS Master Schedule to reflect the accurate number of students being serviced for tiered intervention.
 - 5. RTI Trackers will soon reflect Spring Data (PM & STAR) on student profiles. This will be used to determine which students will continue on with MTSS the following school year.
 - iv. Special Programs
 - 1. ESE Report

2. ESOL Report
- v. Student Success
 1. School Counselors completed classroom visits by homeroom to teach students about self-control & Tolerance (character traits of the month).
 2. Newsletters released on March 7th & April 11th to all families & staff and shared on the VPA of FL website & social media.
 3. Student Success Coaches attended teacher PLCs on April 24th to discuss engagement referrals and also attended coach PLC with SS Team.
 4. The secondary School Counselor and Student Success Coordinator attended the Graduation rate working group meeting on March 7th and presented SMART goals at the April 18th meeting.
 5. Parent night held on March 27th with topic Test Taking Strategies presented by School Counselors collaborating with Asst. Principal.
 6. Success Coaches contacted all families who did not attend in-person FL Writing test.
 7. Student Success Coordinator & School Counselor collaborated with elective teachers and CTE to present course selection information to current 7th-10th grade students for the 24-25 school year.
 8. Elementary School Counselor attended Youth Mental Health First Aid Instructor Training and is certified!
 9. Student Success Team collaborated with HOS & ESOL Coordinator to begin onboarding Task Force.
- vi. School Operations
 1. Wendy Ross, New Operations Manager
 2. Re-Enrollments
 3. New Enrollments Campaign 2024-25
 4. Close-out 23-24 SY
 - a. Focus & PowerSchool
 - b. 24-25 Offer Letters
- vii. Summer Learning 2024
 1. 3rd Grade Reading Camp
 2. MS Grade Recovery/HS Credit Recovery
 3. Extended School Year

b. Financial Updates were provided by E. DePersis.

IV. **Action Items**

- a. J. Parker made a motion to approve Accel Payment Request and J. Howell seconded; Unanimous vote for approval
- b. S. Johns made a motion to approve the tentative 2024-2025 budget and J. Parker seconded; Unanimous vote for approval
- c. J. Parker made a motion to approve the schedule for 2024-2025 Regular Board Meetings and S. Johns seconded; Unanimous vote for approval
- d. S. Johns made a motion to recognize the July Board Meeting as the Annual Meeting of the Board and J. Parker seconded; Unanimous vote for approval

V. **Information Shared:** Brenda Santiago will be resigning her position as Head of School effective May 31st. The Board thanked her for her commitment and success.

VI. **Public Comments:** None

VII. **Adjournment:** S. Johns adjourned the meeting at 2:56 PM ET.