



GOVERNING BOARD ANNUAL MEETING

November 16, 2023- 2:00 pm ET

DRAFT MEETING MINUTES

Present: Stevie Johns, Board Chair, Lisa Fuhrmeister, Board Treasurer, Jennifer Parker, Board Secretary

Guests: Brenda Santiago, Melissa Stokke-Larson, Thomas Sternberg, Megan Sandoval, Stephen Narcisse, Ed DePersis

I. **Call to Order** – Board Chair, S. Johns, Board Chair, commenced the meeting at 2:04 pm ET

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

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

- a. S. Johns made a motion to adjust the meeting agenda to move Approval of the new Board Member to discussion agenda items from action items and J. Parker seconded: Unanimous vote for approval
- b. S. Johns made a motion to approve the meeting agenda and L. Fuhrmeister seconded: Unanimous vote for approval.
- c. L. Fuhrmeister made a motion to approve minutes of the 10/18/23 board meeting and J. Parker seconded: Unanimous vote for approval.

III. **Information Items**

- a. State of the School Report – B. Santiago and M. Stokke Larson
 - i. Academics: November Monthly teacher Tip and Spotlight: Ms. Royce shared with students and parents how to stay organized
 - ii. Book Character Day at VPrep FL: Students and teachers dressed up as their favorite book character on October 31st with excellent participation
 - iii. End of 2023 Academics Focus: Wrapping up formal teacher observations; MTSS Meeting; progress reports being sent out tomorrow, 11/17
 - iv. Testing: upcoming January PM testing; planning for April and May in-person testing
 - v. ELL Eligibility Updated Numbers
 - 1. Native American Heritage Month
 - vi. Special Programs: ESE and SWD updated student counts

vii. Student Success: November Newsletter; Character Education; Spirit Week; Parent Night 11/29 on the topic of Attendance Matters; 12/6 Parent Advisory Council

viii. Student Enrollment Information updates: 955 students enrolled in FOCUS

b. Compliance

i. House Bill 943 was put into effect and now requires a new Threat Management Team be established and attend training; VPA FL in compliance with this requirement

ii. 2023 FL Charter School Conference presentation sessions' links available

iii. December: Parent Advisory Council; i-Ready administration; Polar Express Day; Winter Break 12/15-1/1

c. Marketing Enrollment Update shared; 9th and 10th-grade enrollments deferred to 24-25 school year

i. Social Media update

ii. Enrollment priorities

1. Brand Awareness

2. Enrollment Caps

3. Enrollment preparations have begun for 2024-25 Enrollment Season

d. Financial Updates – E. DePersis & S. Narcisse

i. The current Forecast Budget vs. The Prior Forecast was shared with variance explanations provided

ii. Accel is trying to keep a handle on expenses without compromising the quality of the program; exploring other funding streams to improve YOY at both the funding level and extended funding capture rates

1. Context: Funding is based on successful student attendance and completion rates, so if a student doesn't complete classes funding is impacted ; the funding model is problematic

iii. Projected Receipts, Schedule of Disbursements and Accel Accounts Payable ; balance of \$50,000 projected

iv. Invoice details for current payment request highlighted for board review and Balance Sheet

e. Discussion: Potential New Board Member

i. Board members, individually, met with the candidate, Dr. Jessica Howell and all agreed that she would bring value to the board with her expertise and experience

ii. Concerns around an even number of Board Members was discussed relevant to quorum and voting

iii. L. Fuhrmeister recommended moving ahead with candidate and actively seeking another candidate to round out the board; J. Parker agreed

IV. Action Items

- a. S. Johns made a motion to approve invoices for payment and L. Fuhrmeister seconded; Unanimous vote for approval
- b. J. Parker made a motion to bring on new Board Member Jessica Howell at this time while actively recruiting for a 5th Board Member candidate and L. Fuhrmeister seconded; Unanimous vote for approval
- c. S. Johns made a motion to cancel the December board meeting and resume in January and J. Parker seconded ; Unanimous vote for approval

V. Additional Comments from the Board

- a. Next board meeting date: January 18, 2024

VI. Public Comment N/A

VII. Adjournment S. Johns adjourned the meeting at 3:00 PM ET