



The **Mission** of MYcroSchool is to provide a premiere high school drop-out recovery program engaging students through relationship-focused, high-tech, and rigorous learning experiences resulting in

Real Learning for Real Life®

**Duval MYcroSchool, Inc.
Board of Directors
Regular Board Meeting
Tuesday, February 21, 2023 * 6:00 p.m.**

Minutes

1. CALL TO ORDER (Establish Quorum)

Mrs. Hess called the meeting to order 6:09 pm. A quorum was established.

Members Present: Katie Hess, Sojourner Parker

Members Absent: Kevin Johnson

Guests: Rachel Maldonado, Elizabeth Holcomb, Anne Waters, Hilary Lee, Denise Castro, Melodie Ryan, John Fuller, Danita Smith, Vivian Merriex, Joy Baldree

2. CONSENT AGENDA

A. Approved Meeting Agenda for February 21, 2023

B. Approved Regular Meeting Minutes for December 13, 2022

C. Approved Emergency Board Meeting Minutes for February 3, 2023

ON a joint motion by Sojourner Parker and seconded by Katie Hess, the Board unanimously approved the Consent Agenda and meeting minutes as presented.

3. PUBLIC COMMENT ON AGENDA ITEMS

No public comments.

4. BUSINESS/FINANCE

A. Approved Finance Department Internal Controls Procedures for Duval MYcroSchool

Mrs. Holcomb explained to the Board that the Finance Department internal Controls Procedures was a written document that explains the processes already being used by the Finance Team.



On a motion by Katie Hess and seconded by Sojourner Parker, the Board unanimously approved the Finance Department Internal Controls Procedures for Duval MYcroSchool.

- B. **Received** Financial Statements through January 31, 2023

The Board received the financial statements through January 31, 2023.

5. REPORTS TO THE BOARD

A. Principal's Report

Highlights include:

- Dr. Tony Cummings joined the MYcroSchool staff as the Dean of Students. Welcome!
- Currently, we have 79 cohort students, 5 mid-year graduates and 106 potential graduates.
- We have implemented new rules to cut down on behaviors and suspensions.
- STAR Reading/Math: Q3 results not in yet; will be working with staff to get students using the program with fidelity.
- Looking for ways to better implement Edmentum, Achieve3000, Progress Learning with the MYcroSchool model.
- As of February 10th, we have 223 students enrolled.

- B. NEWCorp Florida Update – *J. Baldree*

6. BOARD BUSINESS

A. **Approved** Proposal for Spring ABC Incentive

On a motion from Sojourner Parker and seconded by Katie Hess, the Board unanimously approved the Spring ABC Incentive.

- B. **Approved** Annual Enrollment Capacity for Duval MYcroSchool 23-24 SY

Mrs. Maldonado explained that the current enrollment capacity for Duval MYcroSchool is 285 students.

On a motion from Katie Hess and seconded by Sojourner Parker, the Board unanimously approved the Annual Enrollment Capacity for Duval MYcroSchool 23-24 SY by 285 students.

- C. **Approved** Sick Leave Policy Addendum for Duval MYcroSchool Employee Handbook
Dr. Smith reviewed the current sick leave policy included in the Duval MYcroSchool Employee Handbook. She is requesting an addendum be written to state that during the first 90 days of employment, new employees will accrue their sick time at one day per month.

On a motion from Katie Hess and seconded by Sojourner Parker, the Board unanimously approved the Sick Leave Policy Addendum for the Duval MYcroSchool Employee Handbook.

D. Tabled Board Policies for Community Relations

- a. 1001 AP Guidelines for Volunteers
- b. 1001 BP Volunteer Assistance
- c. 1100 BP Public Participation in Meetings
- d. 1250 AP Visitors/Outsiders
- e. 1250 BP Visitors/Outsiders
- f. 1301 AP Complaint Concerning MYcroSchool Personnel
- g. 1301 BP Complaint Concerning MYcroSchool Personnel

Ms. Castro suggested that a Board Workshop be scheduled where the Board could review all policies and make any necessary changes.

Item tabled to review all Board Policies at Board Workshop on March 21, 2023.

E. Approved Denise Castro as Parent Liaison for Duval MYcroSchool

On a motion by Katie Hess and seconded by Sojourner Parker, the Board unanimously approved Denise Castro as the Duval MYcroSchool Parent Liaison.

F. Performed Oath of Office for Parent Liaison

Oath of Office performed by Katie Hess and Denise Castro accepted.

G. Proposed Agenda Items for Next Board Meeting: April 18, 2023 @ 6pm

- *Standard Reports*


7. REMARKS FROM BOARD MEMBERS ON NON-AGENDA ITEMS

No remarks.

8. ADJOURNMENT

Having no further business, the meeting was adjourned at 6:49 pm.

Minutes Recorder: Denise Castro


Kevin Johnson, Jr. (May 2, 2023 13:17 EDT)

Kevin Johnson, Board President

4/27/2023

Date

OUR STUDENTS

will view their future with optimism, find success as self-directed learners, and contribute to society.

OUR STAFF

will be empowered to make a difference in an environment of respect, recognition and professional growth.

OUR COMMUNITY

will benefit from the success and contributions of our students.

2023-2-21DVMYBdMtgMinutes

Final Audit Report

2023-05-02

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