
**Biscayne MYcroSchool/Lone Star MYcroSchool
BOARD OF DIRECTORS
REGULAR BOARD MEETING**

Wednesday, February 22, 2023 * 6:15 p.m.

Minutes

1. CALL TO ORDER/ESTABLISH QUORUM

Mr. Williams called the meeting to order 6:16 pm. A quorum was established.

Members Present: Efferem Williams, Sherman Riley, Kevin Grant

Members Absent: Brandon McCray

Guests: Erica Williams, LaShanda Evans, Danita Smith, Elizabeth Holcomb,
John Fuller, Sonya Smith, Denise Castro, Adrian McCoy, Vivian
Merriex

2. CONSENT AGENDA

A. Approved Meeting Agenda for February 22, 2023

B. Approved Meeting Minutes for December 21, 2022

On a joint motion from Kevin Grant and seconded by Sherman Riley, 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 Biscayne MYcroSchool

B. Approved Finance Department Internal Controls Procedures for Lone Star 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 joint motion from Sherman Riley and seconded by Kevin Grant, the Board unanimously approved the Finance Department Internal Controls Procedures for Biscayne MYcroSchool and Lone Star MYcroSchool.

C. Received Financial Statements through January 31, 2023

D. Received Financial Statements through January 31, 2023

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

5. REPORTS TO THE BOARD

A. President's Remarks

Highlights include:

- I encourage our Principals to continue to expose our students to different opportunities and information for life after high school.

B. Biscayne Principal's Report

The Board has asked Mrs. Williams to provide a written report via email to the Board as she hoarse and unable to speak.

C. Lone Star Principal's Report

Highlights include:

- We received our 5-year charter renewal with Duval County Public Schools. Congratulations!
- Providing daily opportunities for students to encourage and motivate them to graduate.
- On campus SAT testing will be on March 1st.
- We will be losing 2 teachers this year and will be looking to fill these positions as soon as possible.

D. NEWCorp Florida Update – Joy Baldree

6. BOARD BUSINESS

A. Approved Annual Enrollment Capacity for Biscayne MYcroSchool 23-24

B. Approved Annual Enrollment Capacity for Lone Star MYcroSchool 23-24 SY

Biscayne MYcroSchool's current enrollment capacity is 225 students. Lone Star MYcroSchool's current enrollment capacity is 275 students. Mrs. Williams would like to stay at the same enrollment capacity. Mrs. Evans would like the enrollment capacity reduced to 250 students for the 23-24 SY.

On a motion from Sherman Riley and seconded by Kevin Grant, the Board unanimously approved the Annual Enrollment Capacity for Biscayne MYcroSchool at 225 student and the Annual Enrollment Capacity for Lone Star MYcroSchool at 250 students for the 23-24 SY.

C. Approved Sick Leave Policy Addendum for Biscayne MYcroSchool Employee Handbook
Dr. Smith reviewed the current sick leave policy included in the Duval MYcroSchool Employee Handbook. Board requested that verbiage in policy be changed from "sick leave" to "paid time off."

D. Proposed Agenda Items for Next Meeting: April 12, 2023 @ 6:15 pm at Biscayne

- *Standard Reports*

7. REMARKS FROM BOARD MEMBERS ON NON-AGENDA ITEMS

Ms. Castro reminded the Board members attending the 2023 ASCD Conference to contact her regarding their flight arrangements.

8. ADJOURNMENT

Having no further business, the meeting was adjourned at 7:27 pm.

Minutes Recorder: Denise Castro

Kevin Grant
Kevin Grant (Sep 27, 2023 17:03 EDT)
Kevin Grant, Board Secretary

4/12/2023
Date

2023-2-22BCMYLSMYBdMeetingMinutes

Final Audit Report

2023-09-27

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