

FLORIDA EAST COAST CHARTER SCHOOL, INC.  
MINUTES OF MEETING OF BOARD OF DIRECTORS

November 15, 2021

A meeting of the Board of Directors of Florida East Coast Charter School, Inc., took place at 6:30 pm on November 15, 2021, at 10 Vining Court. Brian Seeber, Kathy Kluth, Beverly McMurtry Grissom, and John Gagné were present in person. A quorum was present. Brian Seeber chaired the meeting.

The Minutes of the meetings conducted September 8, 2021, were presented to the meeting, having been circulated prior thereto for review. Upon motion made by Beverly Grissom and seconded by John Gagné, the said Minutes were unanimously approved.

Brian Seeber reported that Kayla O'Brien has resigned. He moved and Bev Grissom seconded to accept the resignation.

The Board discussed the website and issues with getting it up and running. It was made clear that having a website is only part of the goal: it must be accessible by the public such that a simple google search will lead a resident of Volusia County to be able to find our website. John Gagné and Kathy Kluth said they would work on addressing the accessibility issues. A GoDaddy website was discussed. We need search engine access and a manageable url.

Brian Seeber reported that the amended corporate charter is now accessible on [sunbiz.org](http://sunbiz.org), as of 9/27/21.

The Board discussed that it is time to begin working on the lease with the landlord.

There has been progress on the buildout of the premises: the parking lot looks good and someone is coming in to work on the floors.

Establishing the administration component of the school was discussed. John Gagné has talked with Kelly Conway, a former principal of Ivey Hawn Charter School of the Arts in Lake Helen to determine her interest and availability in this regard.

We need a job description for principal. Bev Grissom said she could help with that.

We should start developing a timeline with deadlines.

John Gagné will ask Robert Vaeth to let us know when items have been moved out of the classrooms.

Brian Seeber is to send out the training information which Board members must complete.

As we go forward, there are important topics to consider:

Principal

Classrooms to be used for K through 2 at opening

Office Staff

Maintenance staff

Guardian

We will have a site visit on December 10 at 10 am. John Gagné will coordinate with Robert Vaeth.

Next Board meeting on December 13 at 6:30. We must be able to advertise this on an accessible website in order to give required public notice.

The meeting adjourned at 7:40 p.m.; Kathy Kluth moved and Beverly Grissom seconded.