

FSUS CHARTER BOARD OF DIRECTORS MINUTES

Meeting

Tuesday, May 13, 2025, 3:30 PM

FSUS STEAM Exhibition Room

Members Present: Darryl Marshall, Chair; Carlos Villa, Vice Chair; Dr. Brandon Bowden; Dr. Rosezetta Bobo; Dr. Jimmie Davis; Amanda Grace; Dr. Toby Park-Gaghan

Members Absent: Jimmy Cole; Gillian Gregory; Katie Perkins

Ex Officio Members Present: Dr. Christopher Small, Executive Director; Samantha Nelson, Faculty Representative

Staff and Guests Present: Dr. Damon Andrew, Dean, FSU COEHHS; Megan Brink, Principal; Monica Broome, ESE Director; Megan Crombie, Director of Research, Data and Learning; Opal McKinney-Williams, Board Counsel; Robert Prater, IT Director; Anthony Robinson, Athletics Director; Brad Rohrer, Chief Financial Officer, FSUS; Pock'o Vause, Assistant Director, Campus Operations; Kate Wasson, Board Clerk; Suzanne Wilkenson, Principal

Call to Order

Chair Marshall called the meeting to order at 3:32 PM and led the board in the Pledge of Allegiance.

Special Project Presentation

School Nurse Allison Westphal and Project ADAM Coordinator Tina Flendly presented the school with the Project ADAM Heart Safe School Designation. Ms. Flendly explained the designation reflected the school's ability to respond quickly and effectively to cardiac emergencies on campus.

Approval of Agenda

Chair Marshall removed Item VII.b., Finance and Accounting Update, Item IX., Board Bylaws and Vision Committee Action on Amendments to Bylaws, and Item IX.g., Playground Resurfacing Project from the agenda. Ms. Grace moved the approval of the agenda as amended. The motion was seconded by Dr. Bowden and passed without objection.

Student Recognition

Ms. Wilkinson recognized 8th and 10th grade students for achieving perfect scores on their FAST exams.

Teacher Report

Ms. Nelson offered the following updates:

- Elementary students have completed all ELA, Math, and Science FAST tests.
- End-of year field trips are planned to the FSU Reservation, WonderWorks, and Wild Adventures.
- Elementary awards will be held on 5/13/25, and the Kindergartner/Senior Walk will be held on 5/16.
- Kindergarten graduation will be held 5/21/25, 5th grade graduation will be held 5/22/25, and Commencement will be held 5/23/25.

Chair Marshall thanked Ms. Nelson for her service on the board this year.

Approval of Minutes

Dr. Bowden moved approval of the 4/8/25 Workshop Minutes. The motion was seconded by Mr. Villa and passed without objection.

Dr. Bowden moved approval of the 4/8/25 Meeting Minutes. The motion was seconded by Dr. Bobo and passed without objection.

Consent Agenda

Mr. Villa moved approval of the following consent agenda items:

- School Safety Quarterly Report
- Leon County Schools through Lively Technical College Dual Enrollment Articulation Agreement
- Tallahassee State College Career Pathway Articulation Agreement
- Florida A&M University Articulation Agreement
- HR Personnel Summary for Spring 2025

The motion was seconded by Mr. Villa and passed without objection.

Facilities and Capital Improvements Update

Mr. Vause provided the following facilities updates:

- New shingles will be installed on Building 9 (cafeteria) in June.
- The new stage curtain will be installed in the STEAM building in mid-to-late July.
- Work around the stadium track will begin 5/27/25.
- 54 convertible cafeteria tables and 18 traditional tables have been ordered to replace the existing tables.

Action on Nominating Committee's Recommendations

Dr. Park-Gaghan reported the committee recommended Dr. Bobo and Dr. Davis be reappointed as Community Representatives. The committee recommended Dr. Bowden be reappointed as a Parent Representative. The committee recommended Douglass Cooke be appointed to the remaining Parent Representative vacancy. Ms. Grace moved the approval of the committee's recommendations for all four seats. The motion was seconded by Mr. Villa and passed without objection.

Action on Student Progression Plan

Ms. Brink presented revisions to the Student Progression Plan, including the recognition of both a Valedictorian and a Salutatorian, and the utilization of a weighted GPA to determine class rank. Dr. Bobo moved the approval of the Plan as presented. The motion was seconded by Mr. Villa and passed without objection.

Action on Director's Evaluation

Dr. Bowden moved the board forward all members' evaluations and the summary document to the Dean, and authorize the Chair to begin discussions with the Dean on the finalization of the Director's evaluation to include any recommended salary adjustments. The motion was seconded by Dr. Bobo and passed without objection.

Action on Activity Fee Schedule Proposal

Dr. Small proposed increasing the Activity Fee incrementally over three years to bring it to \$375 for Elementary School, \$475 for Middle School, and \$500 for High School by 2027-28. Students qualifying for reduced lunch will continue to pay 50% of the fee. Students qualifying for free lunch will continue to have the fee waived. Dr. Davis moved approval of the proposed three-year fee schedule. The motion was seconded by Dr. Bobo and passed without objection.

Financial Audit Firm Action

Dr. Small requested the board's approval for James Moore & Co., P.L., to provide required financial audit services for FY 2025. Service will commence in FY 2026 for an estimated cost of \$33,000. Dr. Davis moved approval of the request. The motion was seconded by Dr. Bobo and passed without objection.

School of Nursing Affiliation Agreement

Dr. Small presented the FSU School of Nursing Affiliation Agreement, which will allow FSU nursing students to observe and assist FSUS' school nurse and the CNA program. Dr. Brandon moved approval of the agreement. The motion was seconded by Dr. Davis and passed without objection.

Informational Items

Dr. Small presented the Facility Use quarterly report, detailing spaces on campus rented. Dr. Small presented the Purchase and Procurement quarterly report. Two vans were purchased for use by the Live Healthy science program.

Attorney's Business

Ms. McKinney-Williams provided the following updates:

- Management and the Union will have the opportunity to discuss the full Collective Bargaining Agreement this year. An initial meeting has been scheduled for the end of May.
- School staff recently had an opportunity to engage its Title IX Leadership Team, leading to a discussion with FSU's General Counsel and FSU's Title IX office. Additional meetings are being scheduled to discuss future collaborations.

- FSU's Assistant General Counsel is working with St. Joe on several matters. Those issues will need to progress before FSUS can move forward with conversations regarding the land grant.

Director's Business

Dr. Small provided the following updates:

- FSUS has received tentative approval for a \$445,000 Workforce Capitalization Incentive Grant. The funds will go towards improvements to the CNA program, commercial arts and design, and e-sports spaces. The school has three years to spend the funds.
- The FSUS Library recorded 82,310 check-outs this school year and added 1,002 books to its collection. Elementary students read over 26,000 books. The High School book club had 55 student members and 10 teacher members.
- The FCRR will be conducting foundational training with FSUS faculty. The school is partnering with COEHHS faculty to review action research planning for the summer.
- The board's annual retreat has been scheduled for 6/23/25 from 9:00 AM to 3:00 PM, and 6/24/25 from 9:00 AM to 12:00 PM. The retreat will replace the regular June board meeting; the board will not meet in July.

Adjournment

With no additional business, the meeting was adjourned at 4:50 PM.