



## Classical Education Network (CEN)

Minutes for Meeting of the Board of Directors

September 6<sup>th</sup>, 2022, at 2:30 P.M.

### MINUTES

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#### Members in Attendance

- Mr. Christopher Hudson
- Mr. Glenton Gilzean
- Dr. Laura Pate

#### School Personnel in Attendance

- Mrs. Erika Donalds, Executive Director
- Mr. Dan Sturdevant, Head of School
- Ms. Fallon McLaughlin, School Operations Manager

#### Members Absent

- Ms. SandraLee Buxton
  - Ms. Yvonne Caldwell
- 

1. Meeting called to order at 2:31 p.m. by Mr. Hudson
2. Roll call attendance conducted by Mr. Hudson.
3. Approval of meeting minutes: 8/2/2022 [vote]  
***Motion to approve the 8/2/2022 meeting minutes made by Dr. Pate, seconded by Mr. Gilzean, vote: unanimous.***
4. OCA Head of School's Report – Mr. Sturdevant reported on enrollment data, Hillsdale staff training in Tampa and staff development, academic programs and virtual curriculum, I-Ready assessments and FAST testing strategies, singleton branded “Opticourses” in math science ELA and Latin. Mr. Sturdevant spoke about efforts in reaching out to students on existing waitlists at brick-and-mortar schools, two Student Support Counselors assisting with families and attendance, a Student Services Director transferring IEPs and 504s, Director of Family Success in place to assist with family onboarding from interest to enrollment. Mr. Sturdevant spoke about Operations accomplishments to date, safety measures, family and faculty surveys being sent, refining the onboarding process, family meetups in IRL, clubs to be rolled out this Spring based on an interest survey, and the opening of an OCA online merchandise store. All students are in Florida at this time.
5. Optima Foundation Report – Mrs. Donalds reported that as a result of the CEN Board interview, Hillsdale has approved one of the Lee County schools to open in 2023 and two additional schools for a total of three schools to open in 2024. Optima recommends pushing back on one of the schools in Lee County for 2024 and will ask the Board to approve Charter contracts for both Lee County Charter schools to open in 2023 and 2024. A signed contract from Hillsdale will be received after a Principal they approve is hired. Optima is actively interviewing for Lee County School Principals. Mrs. Donalds shared the resignation of SandraLee Buxton. Her seat needs to be filled to keep a total of five members on the Board as required by Hillsdale.
6. **New Business** – Mrs. Donalds
  - a. Board Member Resignation - Ms. Buxton – (vote)  
The appointment of a new Board Secretary will be tabled until the next Board meeting.  
***Motion to approve the resignation of Ms. Buxton made by Dr. Pate, seconded by Mr. Gilzean, vote: unanimous***

- b. Formation of OCA Audit Committee - (vote) Appointment of Mr. Gilzean and Mr. Hudson  
***Motion to appoint Mr. Gilzean and Mr. Hudson as Audit Committee members made by C. Hudson, seconded by Mr. Gilzean, vote: unanimous***
  - c. OCA Parental Representative - (vote) Dr. Pate  
***Motion to appoint Dr. Pate as Parent Representative for OCA made by Mr. Hudson, seconded by Mr. Gilzean, vote: unanimous***
  - d. Two Lee County Charter contracts – (vote)  
***Motion to approve the two Lee County Charter contracts made by Dr. Pate, seconded by Mr. Gilzean, vote: unanimous***
  - e. Appointment of Executive Director, Erika Donalds - (vote)  
***Motion to appoint Erika Donalds made by Dr. Pate, seconded by Mr. Gilzean, vote: unanimous***
  - f. Resolution for signing authority David Coons – (vote)  
***Motion made by Mr. Gilzean to approve the resolution with revision in signature from Board Secretary to Chairman, seconded by Dr. Pate, vote: unanimous***
7. Board Comments – none
8. Adjournment – the meeting was adjourned at 3:44 p.m.

*Next Board Meeting: Tuesday, October 4<sup>th</sup>, 2022, 2:30-4:00 p.m.*