

The Collegiate School at Florida State University, Panama City
Board Meeting

Tuesday, December 12, 2023
10:00am CST (11:00am EST)

Attendees: Kevin Forehand, Robert Schoen, Gillian Gregory, Tyler Towne, Joey Ginn, Lori Morgan, Elizabeth Crowe, Randall Hanna, Susan McNiel, and Irvin Clark

Board Member Absent: Jennifer Conoley

- I. Call To Order and Welcome
 - Dr. Kevin Forehand called the meeting to order at 10:04AM CST.
- II. Notice of Meeting
 - On public website
- III. Public Comment
 - None.
- IV. Approval of Minutes from October 24, 2023
 - Dr. Tyler Towne motioned.
 - Mr. Joey Ginn seconded.
 - Motion passed unanimously.
- V. Director's Report

Dr. Elizabeth Crowe, Assistant Dean, The Collegiate School at FSU Panama City

 - Important upcoming dates
 - Enrollment
 - School Administration
 - New Staff
 - DE Update
 - Winter FAST Testing
 - Extracurricular Activities
 - Board Members – All Completed Required Training
 - Panhandle Education Consortium (PAEC) Membership
 - Progress Monitoring
- VI. **New Business and Updates**
 - a. Future Meeting Dates

Dr. Kevin Forehand, Chair, The Collegiate School at FSU Panama City

Action Item: Requested Action: I. Approve future meeting schedule.

 - a. Dr. Towne suggested putting together a calendar and having a vote on it.
 - b. Dr. Gregory suggested board members get 2 options to vote on.
 - c. Next meeting was proposed for Jan 23, 2024, at which time would vote on new calendar.
 - b. Review and Approval of Admissions Standards for 2024-2025

Dr. Kevin Forehand, Chair, The Collegiate School at FSU Panama City

 - **Action Item:** Requested Action: II. Approve Admissions Standards for 2024-2025.
 - Dr. Irvin Clark motioned.
 - Dr. Tyler Towne seconded.
 - Motion passed unanimously to approve Admissions Standards for 2024-2025.
 - c. Review and Approval of PAEC Membership

Dr. Kevin Forehand, Chair, The Collegiate School at FSU Panama City

 - **Action Item:** Requested Action: II. Approve PAEC Membership.

- Dr. Tyler Towne motioned.
 - Dr. Robert Schoen seconded.
 - Motion passed unanimously to approve PAEC Membership.
- d. Review and Approval of Charter Application
Dr. Kevin Forehand, Chair, The Collegiate School at FSU Panama City
 - **Action Item:** Requested Action: II. Approve Charter Application
 - Dr. Kevin Forehand motioned.
 - Dr. Robert Schoen seconded.
 - Motion passed unanimously to approve Charter Application.
- e. Financial Report
Mrs. Susan Neil, F&A Accounting Specialist, The Collegiate School at FSU Panama City
 - **Action Item:** Requested Action: II. Approve Financial Report
 - Dr. Robert Schoen motioned.
 - Mrs. Gillian Gregory seconded.
 - Motion passed unanimously to approve the Financial Report.

VII. Open Forum for Board Members

VIII. Adjournment – 11:08 AM CST

Dr. Kevin Forehand, Chair, The Collegiate School at FSU Panama City

Action Item: Requested Action: III. Approve meeting adjournment.

- Mrs. Gillian Gregory motioned.
- Dr. Robert Schoen seconded.
- Motion passed unanimously to adjourn the meeting.