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
     o Enrollment
     o School Administration
       • New Staff
       • DE Update
       • Winter FAST Testing
     o Extracurricular Activities
     o Board Members – All Completed Required Training
     o Panhandle Education Consortium (PAEC) Membership
     o 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
      o 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
      o 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
   
   o **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
    
    o **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.