

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

Tuesday, January 23, 2024  
10:00am CST (11:00am EST)

**Attendees:** Kevin Forehand, Robert Schoen, Gillian Gregory, Tyler Towne, Joey Ginn, Lori Morgan, Elizabeth Crowe, Randall Hanna, Susan McNeil, Irvin Clark, Jennifer Conoley, Jessica Carter, Debbie Whitaker, Lori Morgan, Mariana Solorzano, Susan McNeil, and Dana Manis

**Board Member Absent:**

- I. Call To Order and Welcome
  - Dr. Kevin Forehand called the meeting to order at 10:02AM CST.
- II. Notice of Meeting
  - On public website
- III. Public Comment
  - None.
- IV. Approval of Minutes from December 12, 2023
  - Mrs. Gillian Gregory
  - Dr. Tyler Towne seconded.
  - Motion passed unanimously.
- V. Director's Report

*Mrs. Debbi Whitaker, Director The Collegiate School at FSU Panama City*

  - New Staff – Dana Manis, Student Services
  - Enrollment
  - School Administration
  - Curriculum and Instruction
  - Progress Monitoring
  - Governance
  - Extracurricular Activities
  - Board Members – All Completed Required Training
  - Bay County Health Department Providing Full-Time Nurse
  - New Faculty Member – Gabby Morrison
- 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 TCS Health Plan.

    - Dr. Irvin Clark motioned.
    - Dr. Tyler Towne seconded.
  - b. Financial Report

*Mrs. Susan Neil, F&A Accounting Specialist, The Collegiate School at FSU Panama City*

    - **Action Item:** Requested Action: II. Approve Financial Report with Budget Amendments
      - Dr. Tyler Towne motioned.
      - Dr. Robert Schoen seconded.
      - Motion passed unanimously to approve the Financial Report with Budget Amendments.

c. Future Meeting Dates

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

- **Action Item:** Requested Action: III. Approve Future Meeting Dates: March 14, 2024 – May 23, 2024 – June 25, 2024 (**HOLD**) – July 23, 2024.
  - Dr. Tyler Towne motioned.
  - Dr. Robert Schoen seconded.
  - Motion passed unanimously to approve the Future Meeting Dates Listed Above.

**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: IV. Approve meeting adjournment.

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