

**SOMERSET VIRTUAL ACADEMY, INC.**  
**FOR**  
**COLÈGIATE PREPARATORY ACADEMY**

Meeting of the Board of Directors  
September 16, 2024

**Board of Directors**

Luis Fuste, President & Board Chair  
Roberto Blanch, Secretary (*Present*)  
Susie Dopico (*Present*)

*\*\*In order to allow greater community involvement, today's meeting was held physically at the school and via communications media technology.*

**Minutes**

**1. Opening Exercises**

- a. Called to Order at 11:05am
- b. Established a Quorum

**2. Public Comment – None**

**3. Consent Agenda - All items listed with letter designations are considered routine and will be enacted by one motion.**

- a. **APPROVED:** The Board approved the May 20, 2024 Board Meeting Minutes.
- b. **APPROVED:** The Board approved to authorize for Board Member, Dr. Susie Dopico, the ability to execute, on behalf of the Board of Directors, all academic / education items and deliverables due to the individual sponsors, including but not limited to Out of Field Waivers, Employee Contracts, School Improvement Plans, Title 1 Budgets, District / State Deliverables, etc...
- c. **APPROVED:** The Board approved to submit the Teacher Salary Increase Allocation Plans.
- d. **APPROVED:** The Board approved to authorize the Board Chair to approve to submit the Financial Statements and Independent Auditors' Reports for the period ending June 30, 2024.
- e. **APPROVED:** The Board approved to receive & file the Financial Statements for the quarter ending June 30, 2024.
- f. **APPROVED:** The Board approved the Progressive Discipline Acknowledgement & Policy; further directing all school to add the Acknowledgement & Policy as an attachment to the "Policy and

Procedures for Charter School Compliance with School Safety and Security Requirements Set Forth in Florida Statutes and Rule 6A-1.0018; and Florida Administrative Code” manual, as created by each school using the board adopted template in June 2024.

- i. Each district school board and charter school governing board shall adopt a progressive discipline policy for addressing any instructional personnel as defined in s. 1012.01(2) and any administrative personnel as defined in s. 1012.01(3) who knowingly violate school safety requirements.*

*Motion to approve the consent agenda by Roberto Blanch; second by Susie Dopico; motion passed unanimously*

#### **4. Action & Discussion Items**

- a. Principal Report (*Noelle Iglesias*)
  - i. 103 students; some transferring to the private virtual.
  - ii. Math goals
  - iii. Charter renewal meeting on Thursday.
- b. Financial Report
  - i. The audit is being finalized now and will be presented at the next meeting.
- c. Other Items by Board Members, Staff, or ESP

#### **5. Announcements & Notifications**

- a. Next Board Meeting: December 9<sup>th</sup>

#### **6. Adjourned Meeting at 11:10am**

\*The minutes were adopted by the Board of Directors at a meeting held on December 9, 2024.

**SOMERSET VIRTUAL ACADEMY, INC.**  
**FOR**  
**COLÈGIATE PREPARATORY ACADEMY**

Meeting of the Board of Directors  
December 9, 2024

**Board of Directors**

Luis Fuste, President & Board Chair *(Present)*  
Roberto Blanch, Secretary *(Present)*  
Susie Dopico *(Present)*

*\*\*In order to allow greater community involvement, today's meeting was held physically at the school and via communications media technology.*

**Minutes**

**1. Opening Exercises**

- a. Called to Order at 11:01am
- b. Established Quorum

**2. Public Comment – None**

**3. Consent Agenda**

- a. **APPROVED:** The Board approved the September 16, 2024 Board Meeting Minutes.
- b. **APPROVED:** The Board approved to Receive and File the financial statements for the period ending September 30, 2024.

*Motion to approve by R. Blanch; second by L. Fuste; motion passed unanimously*

**4. Action & Discussion Items**

- a. Principal Report *(Noelle Iglesias)*
  - a. Completed PM1; review of monthly newsletter; implementation of digital student ID's; field trip to science museum; food drive hosted by the Honor's Society; testing boot camps for re-takers; discussed full-time vs. part-time virtual.
- b. Financial Report
  - a. **APPROVED:** The Board reviewed and approved the Financial Statement and Independent Auditors' Reports for the period ending June 30, 2024.  
*Motion to approve by R. Blanch; second by S. Dopico; motion passed unanimously*
  - b. **APPROVED:** The Board reviewed and approved the Revised Annual Budget.
    - 1. Based on 114 students (up from 98 last year)

*Motion to approve by R. Blanch; second by S. Dopico; motion passed unanimously*

**5. Announcements & Notifications**

**6. Adjourned Meeting at 11:12am**

\*The minutes were adopted by the Board of Directors at a meeting held on March 10, 2025.

**SOMERSET VIRTUAL ACADEMY, INC.  
FOR  
COLĒGIATE PREPARATORY ACADEMY**

Meeting of the Board of Directors  
March 10, 2025

**Board of Directors**

Luis Fuste, President & Board Chair  
Roberto Blanch, Secretary  
Susie Dopico (*Present*)

*\*\*In order to allow greater community involvement, today's meeting was held physically at the school  
and via communications media technology.*

**Minutes**

**1. Opening Exercises**

- a. Called to Order at 11:03am
- b. Established a Quorum

**2. Public Comment – None**

**3. Consent Agenda - All items listed with letter designations are considered routine and were enacted by one motion.**

- a. **APPROVED:** The Board approved the December 9, 2024 Board Meeting Minutes.
- b. **APPROVED:** The Board approved to amend the network name from Somerset Virtual Academy, Inc. to Colēgiate Preparatory Academy, Inc. (due to confusion with Somerset Academy, Inc.).
- c. **APPROVED:** The Board approved to Receive and File the Financial Statements for the period ending December 31, 2024.
- d. **APPROVED:** The Board approved to authorize the Principal (as the board designee) to sign all state and federal grant forms as they relate to the school.

*Motion to approve the consent agenda by Susie Dopico; second by Roberto Blanch; motion passed unanimously*

**4. Action & Discussion Items**

- a. Principal Report (*Noelle Iglesias*)
  - a. Projecting to be a “B”, however due to the small size of the school, one student could change this.

- b. Financial Report
- c. Other Items by Board Members, Staff, or ESP

#### **5. Announcements & Notifications**

- a. Graduation is June 7<sup>th</sup>.
- b. Next meeting is May 19<sup>th</sup> (Annual Meeting)

#### **6. Adjourned Meeting at 11:10am**

\*The minutes were adopted by the Board of Directors at a meeting held on May 19, 2025.

# COLÉGIATE PREPARATORY ACADEMY, INC.

Meeting of the Board of Directors  
May 19, 2025

## **Board of Directors**

Luis Fuste, President & Board Chair (*Present*)  
Roberto Blanch, Secretary (*Absent*)  
Susie Dopico (*Present*)

*\*\*In order to allow greater community involvement, today's meeting was held physically at the school and via communications media technology.*

## **Minutes**

### **1. Opening Exercises**

- a. Called to Order at 11:01am
- b. Established a Quorum

### **2. Public Comment – None**

### **3. Consent Agenda – All items listed with letter designations are considered routine and were enacted by one motion.**

- a. **APPROVED:** The Board approved the March 10, 2025 Board Meeting Minutes.
- b. **APPROVED:** The Board approved to Receive and File the Financial Statements for the period ending March 31, 2025.
- c. **APPROVED:** The Board approved to re-appoint Noelle Iglesias as the Parent Involvement Representative for the 2025-2026 school year and adoption of revised Procedures for Addressing Concerns.
- d. **APPROVED:** The Board approved the Annual Ratification & Reapproval of Board Policies & Procedures, including:
  - a. Conflict of Interest (*Each Board Member is required to sign and return the written acceptance form*)
  - b. Ethics
  - c. Whistle Blower
  - d. Bylaws
- e. **APPROVED:** The Board approved the Annual Ratification & Reapproval of Student Policies, including:
  - a. Anti-Discrimination Policy / Title IX
  - b. Out of State and Country Field Trip Policy
  - c. Student Enrollment Lottery Policy

- d. Internet Safety Policy
- f. **APPROVED:** The Board approved to Ratify the Financial Policies.
- g. **APPROVED:** The Board approved the Annual Ratification & Updates to Policies: Policy and Procedures for Charter School Compliance with School Safety and Security Requirements template (school must complete their own document using the approved template). Further approving attached additional policies that are not included in the state template (Involuntary Examinations, Tornado Watch, Progressive Discipline)
- h. **APPROVED:** The Board approved to authorize the Board Chair the ability to approve any year-end financial items which may be necessary to close the books.
- i. **APPROVED:** The Board approved the Preliminary Board of Directors Meeting Schedule for the 2025-2026 School Year.
- j. **APPROVED:** The Board approved to Accept the Annual Family Educational Rights and Privacy Act (FERPA) Notice for Directory Information. Further approving to adopt the FERPA Hearing Procedures and authorizing the Board Chair the ability to make necessary changes as reviewed by legal and staff.
- k. **APPROVED:** The Board approved to authorize the school to Opt-Out of the Sponsor's Mental Health Assistance Plan and work Lilian Salazar to develop their own.
- l. **APPROVED:** The Board approved the Board Members and Officers for the 2025-2026 School Year:
  - a. Luis Fuste, President & Board Chair
  - b. Roberto Blanch, Secretary
  - c. Susie Dopico

*Motion to approve the consent agenda by Susie Dopico; second by Luis Fuste; motion passed unanimously*

#### 4. Action & Discussion Items

- a. Principal Report (*Noelle Iglesias*)
  - a. Review of school newsletter
  - b. Graduation is June 7<sup>th</sup>
- b. Financial Report
  - a. **APPROVED:** The Board reviewed and approved the Final 2024-2025 Annual Budget.
  - b. **APPROVED:** The Board reviewed and approved the Proposed 2025-2026 Annual Budget.

*Motion to approve the financial report by Susie Dopico; second by Luis Fuste; motion passed unanimously*
- c. Other Items by Board Members, Staff, or ESP

#### 5. Announcements & Notifications

- a. Have a great summer!!

#### 6. Adjourned Meeting at 11:15am



\*The minutes were adopted by the Board of Directors at a meeting held on October 6, 2025.