SOUTHTECH CHARTER ACADEMY, INC. SOUTHTECH PREPARATORY ACADEMY, INC. SOUTHTECH SUCCESS CENTER, INC.

STA/STPA/STSC Governing Board Regular Meeting Minutes January 14, 2021

- 1. Call to Order at 7:09 pm.
- 2. Pledge of Allegiance
- 3. Roll Call Ayesha Edmond, Board Secretary

Present: Roger Dunson, Ayesha Edmond, Russell Feldman, Dan Heller, Diane Heinz, Robert

Kesten, Suzanne Nicolini and James Notter

Absent: None

Quorum Confirmed

4. Open Meeting Act Statement: Board Clerk confirmed that proper public notice has been made.

5. Approval of the Minutes for the STA/STPA/STSC Governing Board Regular Meeting December 10, 2020.

Motion: Russell Feldman

Second: Suzanne Nicolini

All in favor. Motion carries.

- 6. Nominating Committee
 - a. The Nominating Committee recommends Christina Grenga to the STA/STPA Governing Board of Directors.
 - Motion to accept Christina Grenga to the Board of Directors: Suzanne Nicolini Second: James Notter

All in favor. Motion carries.

c. Ms. Grenga was also appointed to the Finance Committee by Mr. Kesten.

7. Treasurer's/Financial Report for STA/STPA/STSC - Dan Heller, Treasurer

The Finance Committee met earlier this evening and recommends for Board Approval Items C-1 through C-6, PC-1 through PC-4, and SCC-1 through SCC-2. Also discussed at the Committee meeting were financial strategies aimed to keep SouthTech Schools fiscally successful in the future.

- 8. Reports
 - a. Executive Director Carla Lovett
 - Getting settled and learning more about the organization and its processes and procedures
 - o Holding one on one meetings with staff
 - o Beginning to look at finances with Ms. McInerney and Ms. DeKalb
 - 1. Reserves
 - 2. Budget for SY22
 - o Invitation to Board members to meet one on one at their convenience

b. SouthTech Academy Principal - Eileen Turenne

- STA Successes
 - 1. Dwyer Award Nominees Donna Sanders and Cathy Sweeney
 - 2. Holiday Feast
 - 3. Annalyn Cooper C/O 2020 recently earned the rank of Eagle Scout
 - 4. Brandon Copeland virtual webinar
- Palm Tran Connection donated 3 buses
- o National School Choice Week January 25th-29th
- o Testing Update
- o Distance Learning
 - 1. Intent to Return Survey # 3 Results
 - 2. Parent Emergency Order Notification Letter
- O Class of 2020 Official Graduation Rate = 96.3%
- o Graduation Date
 - 1. Class of 2021 graduation will be held in person at the South Florida Fairgrounds on June 16, 2021 at 8:00 pm

 SDPBC Disclaimer: Although the School District of Palm Beach County hopes students will be able to attend graduation ceremonies in person, the decision regarding the format for these ceremonies will be announced in the Spring of 2021. This decision will be based on the most recent CDC, local, and state health department guidelines and recommendations.

c. SouthTech Preparatory Academy Principal - Nicole Handy

- o Testing Update
- o Distance Learning
 - 1. Intent to Return Survey # 3 Results
 - 2. Parent Emergency Order Notification Letter
- O National School Choice Week January 25th-29th
- Virtual Parent Training Night February 17th
- Virtual Recruitment Night (TBD)
- o Color Brave
 - 1. Racial Equity PLC February 1st
- o Open teaching positions

d. Committees

Transition Report – Steven Kozak, Business Development Manager

- 1. Status of the move into the new building
 - a. Wharton Smith punch list now complete
 - b. Internet is up and running around the campus
 - c. Kitchen issues
- 2. Building 6 Update
 - a. Gas line to be hooked up next week
 - b. Paint booth and lifts/safety gear
 - c. Hunter equipment installed
 - First training session on our campus should begin in early February
 - d. Lighting
- 3. Website Update
- 4. Kimmel Family Foundation
- 5. Teddy Morse visit
- ☐ Mrs. Heinz requested a list of the donors Mr. Kozak is already working with to avoid duplication
- 9. Public Comments on Agenda Items None.
- 10. Introduction of Consent Agenda for SOUTHTECH ACADEMY

Old Business

None.

Administrative Items

I recommend that the Board approve the donations for the period from December 1, 2020 to December 13, 2020.

Personnel Items

B-1 I recommend that the Board approve the Job Description for Assistant Paraprofessional.

Financial Items

- C-1 I recommend that the Board approve and ratify the monthly Charter school bank account reconciliation for month ending November 30, 2020 as required by the Sponsor.
- C-2 I recommend that the Board approve and ratify the Charter school monthly Disbursement Report for the month ending November 30, 2020 as required by the Sponsor.
- C-3 1 recommend that the Board approve and ratify the monthly financial statements for the month ending November 30, 2020 as required by the Sponsor.
- C-4 I recommend that the Board approve and ratify the monthly SouthTech Schools Holdings, LLC bank account reconciliation for month ending November 30, 2020 as required by the Sponsor.
- C-5 I recommend that the Board approve and ratify the SouthTech Schools Holdings, LLC monthly Disbursement Reports for the month ending November 30, 2020 as required by the Sponsor.

C-6 I recommend that the Board approve and ratify the SouthTech Schools Holdings, LLC Balance Sheet and Profit & Loss Report for month ending November 30, 2020.

Emergency Items

None.

11. Poll Board for Items to be Pulled for Comment or Questions - None.

12. Approval of SouthTech Academy Consent Agenda Except for Items Pulled

Motion: Dan Heller

Second: Diane Heinz

All in favor. Motion carries.

- 13. Approval of Each Pulled Item (Item-by Item) N/A
- 14. Public Comments on non-Agenda Items None.
- 15. Introduction of Consent Agenda for SOUTHTECH PREPARATORY ACADEMY

Old Business

None.

Administrative Items

None.

Personnel Items

PB-1 I recommend that the Board approve the Job Description for Assistant Paraprofessional

PB-2 I recommend that the Board approve the Personnel Actions for the previous month.

Financial Items

PC-1 I recommend that the Board approve and ratify the monthly Charter school bank account reconciliation for the month ending November 30, 2020 as required by the Sponsor.

PC-2 I recommend that the Board approve and ratify the Charter school monthly Disbursement Report for the month ending November 30, 2020 as required by the Sponsor.

PC-3 I recommend that the Board approve and ratify the monthly financial statements for the month ending November 30, 2020 as required by the Sponsor.

PC-4 I recommend that the Board approve the nightly cleaning agreement with M&T Cleaning Solutions.

Emergency Items

None.

16. Poll Board for Items to be Pulled for Comment or Questions

a. PB-1 was pulled by Mr. Feldman

17. Approval of SouthTech Preparatory Academy Consent Agenda Except for Items Pulled:

Motion: James Notter

Second: Russell Feldman

All in favor. Motion carries.

18. Approval of Each Pulled Item (Item-by Item)

a. Motion to approve Item PB-1 by Russell Feldman Second: Diane Heinz

b. Discussion: Mr. Feldman wanted to know what the difference is between an Assistant Paraprofessional and a Paraprofessional. Mrs. Melillo explained that this was the description from the District. No further questions or comments.

c. Vote: All in favor. Motion carries.

19. Public Comments on non-Agenda Items - None.

20. Introduction of Consent Agenda for SOUTHTECH SUCCESS CENTER

Old Business

None.

None.

Personnel Items

None.

Financial Items

SCC-1 I recommend that the Board approve and ratify the monthly Charter school bank account reconciliation for the month ending November 30, 2020 as required by the Sponsor.

SCC-2 I recommend that the Board approve and ratify the Charter school monthly

Disbursement Report for the month ending November 30, 2020 as required by the Sponsor.

Emergency Items

None.

- 21. Poll the Board for Items to be Pulled Dan Heller pulled PC-1 for comments only, okay to approve
- 22. Approval of SouthTech Success Center Consent Agenda Except for Items Pulled

Motion: James Notter

Second: Russell Feldman

All in favor. Motion carries.

23. Approval of Each Pulled Item (Item-by Item)

PC-1 - Mr. Heller: This is still an open item as we are waiting to hear back from the auditor/sponsor if there will need to be an audit as there were minimal transactions in account as evidenced by statements. If not, then they can close the account and move it over. Will provide an update once they know more.

- 24. Public Comments on non-Agenda Items None.
- 25. GOVERNING BOARD IN THE CAPACITY OF SCHOOL ADVISORY

COUNCIL (SAC)

South Tech Academy:

School Improvement Steering Committee (SISC) Report - Suzanne Nicolini, Chairperson

- Industry certifications are up
 - o 68% completion last month
 - o 75% completion this month

Introduction of the SouthTech Academy SAC Consent Agenda - None.

- 26. Poll SAC for Items to be Pulled from the SouthTech Academy SAC Consent Agenda for Comment or Ouestions N/A
- 27. Approval of SouthTech Academy SAC Consent Agenda Except for Items Pulled N/A
- 28. Approval of Each Pulled Item (Item-by Item) N/A
- 29. South Tech Preparatory Academy:

School Improvement Steering Committee (SISC) Report - Ayesha Edmond, Chairperson

- Student Progression Plan soon
- Increase parental participation
- Improve proficiency in science and math

Introduction of the SouthTech Preparatory Academy SAC Consent Agenda - None.

- 30. Poll SAC for Items to be Pulled from the STPA SAC Consent Agenda for Comment or Questions N/A
- 31. Approval of STPA SAC Consent Agenda Except for Items Pulled N/A
- 32. Approval of Each Pulled Item (Item-by Item) N/A
- 33. Board Comments

Ms. Heinz stated that she would like to meet with Mrs. Turenne to review the gap analysis for enrollment in each academy. Ms. Nicolini expressed her concern for the students that are currently failing, especially those that are enrolled in virtual learning. All board members stated how happy they are to have Carla Lovett on the team as STS's new Executive Director, as well as Christina Grenga as a new member of the Governing Board. They also reflected on all of the amazing success that STS has had even in the face of a pandemic.

34. Motion to Adjourn

Introduced by James Notter

Time: 8:37 pm

Minutes Prepared by:

Approved by:

Robert Kester

Dated 2/11/20