

SOUTHTECH CHARTER ACADEMY, INC.
SOUTHTECH PREPARATORY ACADEMY, INC.
SOUTHTECH SUCCESS CENTER, INC.
STA/STPA/STSC Governing Board Emergency Virtual Meeting Agenda
May 21, 2020

- 1. Call to Order by James Notter at 7:10 PM.**
- 2. Pledge of Allegiance**
- 3. Roll Call by Ayesha Edmond, Board Secretary**
Present: Roger Dunson, Ayesha Edmond, Russell Feldman, Dan Heller, Diane Heinz,
Robert Kesten, Carl McKoy, Suzanne Nicolini, and James Notter
Absent: None
Quorum
- 4. Open Meeting Act Statement:** The meeting has been properly noticed.
- 5. Approval of the Minutes for the STA/STPA/STSC Emergency Virtual Governing Board/SAC Board Meeting April 30, 2020.**
Motion: Robert Kesten Second: Suzanne Nicolini
All in favor. **Motion carries.**
- 6. Introduction and Purpose of the Meeting – James Notter, Board Chair**
Due to the ongoing COVID-19 Pandemic we are continuing to conduct Emergency Board meetings via Zoom until CDC and local restrictions are lifted and we are able to congregate together again.
- 7. Treasurer's/Financial Report for STA/STPA/STSC: Dan Heller, Board Treasurer**
STA/STPA/STSC Finance Committee held a virtual meeting prior to the Board meeting and recommends that the Board approve STA Items C-1 through C-8; STP Items PC-1 through PC-8; and STSC Items SCC-1 through SCC-3.
- 8. Reports**
 - a. Board Chair (Superintendent Vacancy) – James Notter**
 - Good Greek Moving and Storage began the move on Tuesday May 19th
 - Remarkable to watch the caravan of moving trucks travelling from the old campus to the new home of the Bulldogs
 - b. Principal's Report – Eileen Turenne**
 - The Economic Council of Palm Beach County Foundation presented the Dwyer Awards for Excellence in Education on May 5th
 - SouthTech Academy had two finalists
 1. Megan Shamdasani in the category of High School Education
 2. Chris White in the category of Career Education
 - Mrs. Shamdasani became the first Dwyer Award winner in STA's history

- The Board members congratulated them both on such a great accomplishment and thanked them for their continued dedication to the students and Team SouthTech as a whole.
- Both instructors stated their appreciation for the support of Administration and the Board in allowing them the opportunity to thrive as instructors and to continue to grow in their profession. They also expressed gratitude to work in a school whose school culture allows them to flourish and be innovative.

c. Committees

- **Executive Director Selection Committee – Nicole Handy and Eileen Turenne**
 1. Introduction – The committee wanted to address the board directly with their concerns regarding the recruitment and hiring of an Executive Director at this time. They expressed concern with the timing given the many obstacles the system is facing including the unknown budget crisis caused by the global pandemic, the move of STA to their new location, STA charter negotiations, and the potential purchase of the STP site to name a few. Current administration has proven themselves through a variety of remarkable achievements and fear that all of the positive gains made this year could be wiped out if this process is rushed. They want to ensure that the candidate selected is the best fit for SouthTech Schools and stressed the fact that the process has not changed and they are still actively looking to fill the position. However, in addition to the shortened time remaining due to the COVID-19 shutdown, the additional salary would put a burden on what could potentially be an already strained budget. Mrs. Handy and Mrs. Turenne asked the board to reconsider the timeline and allow them to move the anticipated hire date to the fall so there is the opportunity to reassess what the needs are and figure out how to best get there. To do otherwise would be fiscally irresponsible and would shift their focus at such a critical time when it should be on the students and getting them back into the classroom when possible.
 2. Objective- The committee is requesting the Board allow them to move the deadline to hire the new Executive Director into the fall (September or October)
 3. Discussion – The board members weighed in on moving the timeline out. They wanted to make sure that Mr. Notter would be willing to continue on the leadership team if they agreed to the extension. Mr. Notter verbally agreed to stay on the leadership team through the end of October. Mr. McKoy expressed deep concern with the process as well as the lack of diversity on the selection committee. He questioned how the committee had arrived at 6 candidates when in the last meeting only 3 were mentioned. Ms. Melillo explained that after the April 30th meeting she called

all 7 candidates at the request of the board and 6 stated that they would still like to be considered for the position. Mr. McKoy then stated that he had called 4 candidates and they said no one from SouthTech had contacted them. Ms. Melillo explained once again that during the closure due to COVID-19 she had emailed all candidates and only received feedback from 3 of them, but after last meeting had called (rather than emailing) all candidates at the request of the board. It was at that time that she was told by 6 candidates that they are still interested. Mr. McKoy went on to say that he wants to revamp the process to look at all 19 of the candidates presented to the committee prior to them selecting their top 7 and stated that he would not be able to support anyone at this particular time because of his displeasure with the process. Board members reminded him that the matter at hand was whether or not to extend the timeline, not to take up changing the process already put in place. Ms. Heinz suggested Mr. McKoy have a meeting with the selection committee. Mr. Notter stated that he agrees with extending the timeline but does not agree with starting over as he believes it is unfair to the remaining 6 candidates that the committee will be vetting and interviewing. Mr. Kesten and Mr. McKoy both stated that they did not mean start from scratch but rather that if the new timeline causes people to drop out of the pool of candidates the committee may need to seek additional candidates to be able to select a person that is the best fit for the position. Mr. McKoy then asked about the hiring of an instructor back in 2018 that later got in trouble for an incident in the classroom involving a student. He explained the reason he brought this up was because there had been some red flags on the individual's records and he wanted to know why those had been ignored. Mrs. Handy spoke to that and explained that the members of the committee that conducted that interview were opposed to hiring that individual, however the previous Superintendent overturned their ruling and the instructor was hired anyways. Mr. McKoy said that he just wanted to make sure that the best candidate was selected and that the process was fair and equitable. Mr. Feldman said he feels that board members should have the right to nominate candidates from the floor at the time of the discussion. Ms. Nicolini and Mr. Kesten said that the board member should bring that person up to the committee prior to the candidates being presented to the board.

4. Conclusion – After allowing each board member the opportunity to discuss the issue at hand, they agreed collectively to the extension of the timeline for hiring an Executive director to sometime in the month of October. The current candidates will be interviewed and if needed additional resumes will be sought. Once the committee has completed the interviews they will present their top 1-3 choices

to the Board. At that point the Board will need to decide how they would like to proceed in ultimately hiring an Executive Director for SouthTech Schools. Board members also stressed the importance to be given updates to make sure that the process continues to move forward. Mr. Notter said that there will be reports at each board meeting and reminded the board to read the minutes to stay apprised to the process and any changes moving forward. Mr. McKoy asked to have a Zoom meeting with the selection committee. Mr. Heller asked that the committee send board members a follow up summarization of the process as it stands today.

○ **SouthTech Academy Transition Committee – Steven Kozak**

1. Construction is ahead of schedule and expected to be completed by mid-June
2. Still on target for the July 1st handover to the district
3. The move began on Tuesday
 - a. Moved 36 classrooms (more than ¼ of the total move)
4. Packing progress
 - a. 40 teachers out of 59 have packed already
 - b. Of the 19 remaining, 16 are academy teachers that require additional time
 - c. After next week all teachers should be packed with the exception of the transportation academy
5. North portables now a SDPBC construction site (South Intensive)
6. Wharton-Smith cleaned and polished all classrooms for us and is donating the center court logo for our basketball court at the new facility
7. The automotive lifts will be moved and installed the first week of June

○ **SouthTech Prep Site Purchase Committee – Dan Heller**

1. Buy/Sell Agreement submitted to the seller
 - a. Waiting for feedback
 - b. Still some terms to negotiate
2. Hiring a bond attorney to assist in funding the sale with a \$10 million bond (recommended method by PNC Bank)
3. 45-day deadline for due diligence and 120-day deadline for approval of financing
4. Property was inspected
 - a. Results found about \$1 million in repairs over the next 10 years
 - b. These repairs will be factored into the financing
5. Due to time constraints SouthTech Prep will likely need to rent the property for the first month or two of school
6. Water intrusion inspection will take place tomorrow
7. Quantum High School signaled that they intend to stay when their lease expires in 2022 with options to lease through 2037.

9. Public Comments on Agenda Items – None.

**10. Introduction of Consent Agenda for SOUTHTECH ACADEMY – *Board Chair*
(*Superintendent Vacancy*)**

Old Business

None.

Administrative Items

- A-1** I recommend that the Board adopt the Modifications to SouthTech Schools Grades 9-12 Student Progression Plan 2019-2020.

Personnel Items

- B-1** I recommend that the Board approve the Personnel Actions for the previous Month.

Financial Items

- C-1** I recommend that the Board approve and ratify the monthly Charter school bank account reconciliation for the month ending March 31, 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 March 31, 2020 as required by the Sponsor.
- C-3** I recommend that the Board approve and ratify the monthly financial statements for the month ending March 31, 2020 as required by the Sponsor.
- C-4** I recommend that the Board approve the consulting agreement for Psychological Services with Jennifer Valentine, Ed.S., NCSP for SY21 and authorize the Board Chair to sign the agreement.
- C-5** I recommend that the Board approve the consulting agreement for specialized Exceptional Student Educational (ESE) services in the area of Deaf and Hard of Hearing Services with Alexandria Mestres for SY21 and authorize the Board Chair to sign the agreement.
- C-6** I recommend that the Board approve the consulting agreement for specialized Exceptional Student Educational (ESE) services with Speech Rehab Services, LLC for SY21 and authorize the Board Chair to sign the agreement.
- C-7** I recommend that the Board approve the SY21 Operating Budget for SouthTech Charter Academy, Inc.
- C-8** I recommend that the Board approve the Workers' Compensation Insurance for SY21 with Technology Insurance Co Inc. and authorize the Board Chair to sign all related documents.

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: Robert Kesten

Second: Suzanne Nicolini

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-
Board Chair (Superintendent Vacancy):**

Old Business

None.

Administrative Items

None.

Personnel Items

PB-1 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 March 31, 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 March 31, 2020 as required by the Sponsor.

PC-3 I recommend that the Board approve and ratify the monthly financial statements for the month ending March 31, 2020 as required by the Sponsor.

PC-4 I recommend that the Board approve the consulting agreement for Psychological Services with Jennifer Valentine, Ed.S., NCSP for SY21 and authorize the Board Chair to sign the agreement.

PC-5 I recommend that the Board approve the consulting agreement for specialized Exceptional Student Educational (ESE) services in the area of Deaf and Hard of Hearing Services with Alexandria Mestres for SY21 and authorize the Board Chair to sign the agreement.

PC-6 I recommend that the Board approve the consulting agreement for specialized Exceptional Student Educational (ESE) services with Speech Rehab Services, LLC for SY21 and authorize the Board Chair to sign the agreement.

PC-7 I recommend that the Board approve the SY21 Operating Budget for SouthTech Preparatory Academy, Inc.

PC-8 I recommend that the Board approve the Workers' Compensation Insurance for SY21 with Technology Insurance Co Inc. and authorize the Board Chair to sign all related documents.

Emergency Items

None.

16. Poll Board for Items to be Pulled for Comment or Questions – None.

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

Motion: Robert Kesten
All in favor. **Motion carries.**

Second: Suzanne Nicolini

18. Approval of Each Pulled Item (Item-by Item) – N/A

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

**20. Introduction of Consent Agenda for SOUTHTECH SUCCESS CENTER
GOVERNING BOARD – *Board Chair (Superintendent Vacancy):***

Old Business

None.

Administrative Items

SCA-1 I recommend that the Board adopt the Modifications to SouthTech Schools
Grades 9-12 Student Progression Plan 2019-2020.

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 March 31, 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 March 31, 2020 as required by the
Sponsor.

SCC-3 I recommend that the Board approve and ratify the monthly financial statements for
the month ending March 31, 2020 as required by the Sponsor.

Emergency Items

None.

21. Poll Board for Items to be Pulled for Comment or Questions – None.

22. Approval of SouthTech Success Center Consent Agenda Except for Items Pulled

Motion: Robert Kesten

Second: Suzanne Nicolini

All in favor. **Motion carries.**

23. Approval of Each Pulled Item (Item-by Item) – N/A

24. Public Comments on non-agenda items – None.

25. Board Comments – Board member congratulated the Dwyer Awards finalist Chris White and winner Meghan Shamdasani. They also thanked staff for making sure that things continue to move forward smoothly at such an unprecedented time and said they were looking forward to the virtual graduation ceremonies for both schools. Board members expressed that while tonight was a long meeting, it was productive in that an important matter was discussed civilly with a positive outcome. Mr. McKoy will be meeting with the committee through Zoom to discuss the process for the hiring of the Executive Director.

26. Motion to Adjourn

Introduced by: Suzanne Nicolini

All in favor. Motion carries.

Time: 8:59 PM

Minutes Prepared by: Lisa DeVine
Lisa DeVine

Date: 6/16/2020

Approved by: James F. Notter
James F. Notter

Date: 6/16/2020