

**SOUTHTECH CHARTER ACADEMY, INC.  
SOUTHTECH PREPARATORY ACADEMY, INC.  
SOUTHTECH SUCCESS CENTER, INC.  
STA/STPA/STSC Governing Board Emergency Virtual Meeting Agenda  
July 14, 2020**

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- 1. Call to Order at 7:02 PM.**
- 2. Pledge of Allegiance**
- 3. Roll Call: Ayesha Edmond, Board Secretary**  
Present: Roger Dunson, Ayesha Edmond, Russell Feldman, Robert Kesten, Carl McKoy, Suzanne Nicolini, and James Notter  
Absent: Diane Heinz and Dan Heller  
**Quorum**
- 4. Open Meeting Act Statement:** Proper public notice has been made.
- 5. Introduction and Purpose of the Meeting – James Notter, Board Chair**  
The Board is currently holding all meetings through the use of Zoom as per the Governors Executive Order and will continue to do so until it is deemed safe to meet in person again. Tonight’s meeting will address, in addition to other items, whether or not the Board wants to consider hiring an Interim Executive Director and if so whether they would like that person to be Steven Kozak. Mr. Kozak currently serves as the Business and Community Liaison and has been instrumental in getting SouthTech Academy moved into their new location at 6161 W. Woolbright Road.
- 6. Treasurer’s/Financial Report for STA/STPA/STSC – Kathryn McInerney, SouthTech Schools Financial Officer**  
The STA/STPA/STSC Finance Committee met prior to the Board meeting and recommends approval for STA Items C-1 through C-3; STPA Items PC-1 through PC-3; and STSC Items SCC-1 through SCC-3
- 7. Public Comments on Agenda Items – Mrs. Turenne presented a YouTube video of the new SouthTech Academy campus to the Board members. They expressed their delight at the new campus and congratulated Mr. Kozak on a job well done.**
- 8. Introduction of Consent Agenda for SOUTHTECH ACADEMY – Board Chair (Executive Director Vacancy)**  
**Old Business**  
None.  
**Administrative Items**  
None.  
**Personnel Items**  
None.  
**Financial Items**  
**C-1** I recommend that the Board approve and ratify the monthly Charter school bank account reconciliation for the month ending May 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 May 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 May 31, 2020 as required by the Sponsor.

**Emergency Items**

**E-1** Request Board direction as to whether SouthTech Schools should hire an Interim Executive Director to serve through September 2020.

**E-2** If the Board decides to fill the position for an Interim Executive Director, then the Board may wish to consider hiring Steven Kozak for the position. Further the Board may want to have Board Chair and Glen Torcivia, P.A. finalize the contract with Steve Kozak and bring it forward at the next advertised Board meeting.

**E-3** I recommend that the Board approve this First Amendment to Position Funding Agreement, which provides for equally shared funding for a full time Licensed Clinical Social Worker (LCSW) at a County Pay Grade 32 plus benefits. Palm Beach County, the Children's Services Council of Palm Beach County and SouthTech Schools will equally share in the funding of this position through September 2021.

**9. Poll Board for Items to be Pulled for Comment or Questions – Pulled Items E-1 and E-2**

**10. Approval of SouthTech Academy Consent Agenda Except for Items Pulled**

**Motion: Robert Kesten**

**Second: Suzanne Nicolini**

**All in favor. Motion carries.**

**11. Approval of Each Pulled Item (Item-by Item)**

**a. E-1:**

**Motion to approve pulled items: Robert Kesten Second: Suzanne Nicolini**

After hearing from various staff members of SouthTech Schools and being ensured that the Selection Committee would maintain the same timeline and process in the search for the next Executive Director, Board members agreed to hire an Interim Executive Director.

**All in favor. Motion carries.**

**b. E-2:**

**Motion to approve pulled items: Robert Kesten Second: Roger Dunson**

Glen Torcivia, P.A. reviewed the draft of Steven Kozak's Interim Executive Director contract. While Board members were in agreement to consider Mr. Kozak as the Interim Executive Director they questioned his salary and monthly car and phone stipends. Mr. Notter and Glen Torcivia, P.A. will be working with Mr. Kozak to frame a contract that will be brought back to the Board at a follow-up meeting. Board members were informed that upon termination or expiration of this contract Mr. Kozak would go back to his current position and salary and benefits. Additionally, Mr. Kozak would need to step away from the Selection Committee should they Board hire him as the Interim Executive Director.

**Motion passed 6-1 with Mr. McKoy voting no. Motion carries.**

**12. Public Comments on non-Agenda Items – None.**

**13. Introduction of Consent Agenda for SOUTHTECH PREPARATORY ACADEMY-**

**Board Chair (Executive Director Vacancy):**

**Old Business**

**None.**

**Administrative Items**

**None.**

**Personnel Items**

None.

**Financial Items**

**PC-1** I recommend that the Board approve and ratify the monthly Charter school bank account reconciliation for the month ending May 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 May 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 May 31, 2020 as required by the Sponsor.

**Emergency Items**

**PE-1** Request Board direction as to whether SouthTech Schools should hire an Interim Executive Director to serve through September 2020.

**PE-2** If the Board decides to fill the position for an Interim Executive Director, then the Board may wish to consider hiring Steven Kozak for the position. Further the Board may want to have Board Chair and Glen Torcivia, P.A. finalize the contract with Steve Kozak and bring it forward at the next advertised Board meeting.

**PE-3** I recommend that the Board approve this First Amendment to Position Funding Agreement, which provides for equally shared funding for a full time Licensed Clinical Social Worker (LCSW) at a County Pay Grade 32 plus benefits. Palm Beach County, the Children's Services Council of Palm Beach County and SouthTech Schools will equally share in the funding of this position through September 2021.

**16. Poll Board for Items to be Pulled for Comment or Questions – Pulled Item PE-2**

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

**Motion: Robert Kesten**

**Second: Carl McKoy**

**All in favor. Motion carries.**

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

**a. PE-2**

**Motion to approve pulled items: Robert Kesten      Second: Carl McKoy**

Mr. McKoy wanted to express to the Board that he has seen some things that he did not care for when it comes to this individual but did not elaborate on the comment.

**All in favor. Motion carries.**

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

**20. Introduction of Consent Agenda for SOUTHTECH SUCCESS CENTER**

**GOVERNING BOARD – Board Chair (Executive Director Vacancy):**

**Old Business**

**None.**

**Administrative Items**

**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 May 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 May 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 May 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**

Mr. McKoy asked if SouthTech Schools will be following the SDPBC calendars and what format will be used when schools reopen. Both principals said that they would be following a similar calendar to the District but it is still a work in progress. When STS reopens students will be going back to virtual learning at least in the beginning. The Superintendent has a Health Advisory team that will be reviewing plans weekly and so we will follow along with them. Mr. Feldman asked if the Board members are submitting their questions to the committee to be asked and will they all receive the same questions. Ms. Melillo said that all of the questions have been received by staff members and all candidates will be asked the same questions. The Board members will be asking their own questions once they interview the candidates directly. The Board will need to decide how they would like to proceed once the Committee has selected the top 2-4 candidates. The committees interviews will be recorded and made available to the Board members. Mr. Kesten asked Mrs. Turenne about the graduation rate. She reported back that currently that the graduation rate currently is at 95% with 8 students still working with FLVS to finish up the one class they are missing. They still have until the beginning of August so she is hopeful that the rate may go even further up. The Board congratulated SouthTech Schools staff members and thanked them for their hard work.

**26. Motion to Adjourn**

Introduced by: Robert Kesten

All in favor. Motion carries.

Time: 7:16 PM

Minutes Prepared by: \_\_\_\_\_

Lisa DeVine

Approved by: \_\_\_\_\_

James F. Notter

Date: \_\_\_\_\_

Date: \_\_\_\_\_

SCC-1 I recommend that the Board approve and ratify the monthly Charter school bank account reconciliation for the month ending May 31, 2020 as required by the Sponsor.

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SCC-3 I recommend that the Board approve and ratify the monthly financial statements for the month ending May 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**

Mr. McKoy asked if SouthTech Schools will be following the SDPBC calendars and what format will be used when schools reopen. Both principals said that they would be following a similar calendar to the District but it is still a work in progress. When STS reopens students will be going back to virtual learning at least in the beginning. The Superintendent has a Health Advisory team that will be reviewing plans weekly and so we will follow along with them. Mr. Feldman asked if the Board members are submitting their questions to the committee to be asked and will they all receive the same questions. Ms. Melillo said that all of the questions have been received by staff members and all candidates will be asked the same questions. The Board members will be asking their own questions once they interview the candidates directly. The Board will need to decide how they would like to proceed once the Committee has selected the top 2-4 candidates. The committees interviews will be recorded and made available to the Board members. Mr. Kesten asked Mrs. Turenne about the graduation rate. She reported back that currently that the graduation rate currently is at 95% with 8 students still working with FLVS to finish up the one class they are missing. They still have until the beginning of August so she is hopeful that the rate may go even further up. The Board congratulated SouthTech Schools staff members and thanked them for their hard work.

26. **Motion to Adjourn**

Introduced by: Robert Kesten

All in favor. Motion carries.

Time: 7:16 PM

Minutes Prepared by:



Lisa DeVine

Date:

8/13/2020

Approved by:



James F. Notter

Date:

8/17/20