

SOUTHTECH CHARTER ACADEMY, INC.
SOUTHTECH PREPARATORY ACADEMY, INC.
STA/STPA Governing Board Emergency Virtual Meeting Agenda
July 29, 2020

1. Call to Order at 7:04 PM

2. Pledge of Allegiance

1. Roll Call: Ayesha Edmond, Board Secretary

Present: Roger Dunson, Ayesha Edmond, Dan Heller, Robert Kesten, Suzanne Nicolini, and James Notter

Absent: Russell Feldman, Diane Heinz, and Carl McKoy

Quorum

4. Open Meeting Act Statement: Proper public notice has been made.

5. Introduction and Purpose of the Meeting – James Notter, Board Chair

In accordance with the Governors Executive Order 20-69, we are continuing to hold our meetings using Zoom until it is safe to have gatherings again. Tonight there are two items on the agenda. The first item is whether or not the Board would like to hire Steven Kozak as the Interim Executive Director of SouthTech Schools. The second item is the revised SY21 school calendars for each school and will require us to decide if we should push the start the school year to be in sync with the School District of Palm Beach County. The principals will be presenting their reopening plans with the Board in their reports this evening to assist with that decision.

6. Reports

a. School Reopening Plan for STA and STPA – Presented by Eileen Turenne and Nicole Handy

i. Word document template from FLDOE

1. Completed and submitted
2. SDPBC → FLDOE

ii. PowerPoint presentation to show staff and Board members how this will be applied at STA and STPA

1. Employee Expectations

- a. Mimic brick and mortar experience
- b. Teachers and Staff on campus unless there is an extenuating circumstance – documented and approved by Jennifer Melillo

2. 8.13.20 – Mandatory Teacher and Employee Work Day

a. Employee Meeting

- i. Discuss new procedures and review instructional expectations

b. COVID-19 Professional Development

- i. Health and safety precautions to be discussed by Ms. Sweeney (Medical Sciences instructor at STA)

c. Temperatures checked upon arrival on campus

d. 3 W's

- i. Wash your hands
- ii. Watch your Distance

- iii. Wear a mask
 - 1. Our 4th W – Wear ID badge
- 3. 8.25.20 – Employees return full time
 - a. Teachers will virtually reach out to students with a personal message
 - b. Instructional Expectations
 - i. Compliance with Federal and State ESE mandates
 - 1. Virtual IEP's
 - 2. Written as though face to face meeting
 - ii. Encourage parent participation
 - iii. Curriculum posted online
 - iv. Virtual learning follows same bell schedule
 - 1. Teachers will let students know what additional times they will keep for office hours for additional assistance (not 24/7)
 - c. Student Expectations
 - i. Student Orientation will be held virtually
 - 1. Prerecorded and posted online and sent to all families
 - ii. Distance Learning Requirements
 - 1. Must use real names
 - 2. Must attend all class every day
 - iii. Dress Code
 - 1. Logistically not possible in the beginning
 - 2. Have to make sure all students have technology needed to participate in virtual learning
 - 3. Next step will be CTE materials
 - 4. Will put something in place prior to Phase 2 to make sure that everything is dialed in with their uniforms
- 4. When will Students Return to Campus?
 - a. Cannot be determined by Team SouthTech
 - b. Will return in accordance with the recommendation of the Superintendents Health Advisory Committee
- 5. How will the students Return to Campus?
 - a. Pre-Stage 1
 - i. Distribute information and technology to students
 - ii. CTE materials
 - b. Stage 1
 - i. All distance learning for grades 6-12
 - ii. Question of intent put forth with parent survey
 - 1. A new survey just went out this evening
 - iii. Will share survey results with the Board at a later date

- iv. Parents and visitors will not be allowed on campus without a prior appointment (including tech distribution)
- c. Pre-Stage 2
 - i. Transportation – will work with A&S on transportation protocols
 - ii. Food Service – New STA campus will be serving food via a drive through even prior to Stage 2 taking place
- d. Stage 2
 - i. Varies from SDPBC
 - ii. Bringing back the following on Mondays, Tuesdays, Thursday and Fridays:
 - 1. Targeted 25% as determined by most recent FSA, ELE and Math Assessments
 - 2. ESOL students
 - 3. ESE students
 - 4. McKinney-Vento students
 - iii. Wednesdays will be reserved for campus wide deep disinfection
 - iv. Synchronized Learning – same instruction given to those on campus as those still online
- e. Stage 3
 - i. 50% of students on campus
 - ii. Mondays and Tuesdays – Last names A-K
 - iii. Thursdays and Fridays – Last names L-Z
 - iv. Wednesdays – Deep disinfection of campus
 - v. Students in Stage 2 will continue coming on campus
- f. Stage 4
 - i. Face to face instruction resumes with synchronized learning for any students that are unable to physically be in attendance
- 6. Health evaluations before moving into any phases
 - a. May have to go backwards at any time if things get worse
- 7. Looking into an app called Navigate 360
- 7. Ms. Edmond asked if it were possible to have a small group of students on campus during Phase 1. Mrs. Turenne said that it is possible based on a clause in the STS plan allowing for optional on-site, small group instruction following CDC guidelines as it pertains to targeted skills instruction to address student-specific needs.
- 8. **Public Comments on Agenda Items – None.**
- 9. **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.

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

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

Motion: Robert Kesten

Second: Dan Heller

All in favor. **Motion carries.**

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

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

**14. Introduction of Consent Agenda for SOUTHTECH PREPARATORY ACADEMY-
*Board Chair (Executive Director Vacancy):***

Old Business

None.

Administrative Items

None.

Personnel Items

None.

Financial Items

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