

- 1. Call to Order at 7:39 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: Carl McKoy
Quorum Confirmed
- 4. Open Meeting Act Statement:** Proper public notice has been made.
- 5. Approval of the Minutes STA/STPA/STSC Governing Board Virtual Regular Board Meeting August 13, 2020.**
Motion: Robert Kesten Second: Dan Heller
All in favor. **Motion carries.**
- 6. Introduction and Purpose of the Meeting- James Notter**
This is the Regular September 15th Meeting which was prefaced by the Annual Meeting.
- 7. Treasurer's/Financial Report for STA/STPA/STSC: Dan Heller, Board Treasurer**
 - a. 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-5; STP Items PC-1 through PC-5; and STSC Items SCC-1 through SCC-4.
 - b. **Motion to pull Items C-4, PC-4, and SCC-4, which are the Audited Financial Statements for fiscal year ending June 30, 2020.**
Introduced by: Robert Kesten
Second: Russell Feldman
 - c. **Ross Gotthoffer from Keefe & McCullough discussed the audit with the Board Members.**
 - i. Issued an unmodified opinion for all three reports, which is the highest level of assurance
 - ii. Single Audit – no issues
 - iii. No management comments, everything was clean
 - iv. All three school had a positive year on a fund level basis
 - d. **Vote to approve all three pulled items (C-4, PC-4, and SCC-4).**
All in favor. **Motion passed.**
- 8. Reports**
 - a. **Interim Executive Director – Steven Kozak**
 - Working with Leadership teams at both school in preparation for the return of students on campus (9.21.20)
 - Reviewing the SY21 Budget (even looking toward SY22 Budget) with Kathy McInerney and Ginger DeKalb
 - Met with Kristen Markevich to ensure our compliance is up to date and to discuss various grants

- Working with Jennifer Melillo regarding the teachers on leave from SDPBC that were recently informed that the District would no longer be paying for their healthcare coverage (SouthTech has picked that up)
 - The move is completed and we no longer have access to the old campus
 - 1. Fully moved into the new building
 - 2. Thankful for all of the staff members that have worked to get everything up and running
 - Held the last Owners meeting (Kozak, contractor, architect and the District)
 - 1. 70-75 items on a punch list
 - 2. Largest challenges remaining on the list include:
 - a. Air conditioning
 - b. Kitchen Repairs
 - c. Paint Booth
 - In talks with Wharton Smith to invest in a construction academy at SouthTech Academy
 - Had a call with Palm Tran who may be donating 2 retired Palm Tran Connect busses to SouthTech Schools to use for shuttling students to the Palm Tran bus stop
 - Schools are ready for the return of students
 - 1. Lesley Dufresne has been working with A&S Transportation to ensure all students have a bus stop if needed
 - 2. Currently working on an updated contract with A&S as the transportation will be much less as most students are remaining on distance learning
 - 3. Traffic issues will be addressed to ensure safety of all coming onto and leaving the parking lot.
 - Adult Education
 - 1. Met with SDPBC in their Adult Education Office to discuss their use of the portables for Adult Education
 - a. Expressed desire to go back to the table which was reciprocated by Mr. Kozak
 - 2. Received Cease and Stop of all Adult Education on campus from SDPBC
 - a. Has already happened and records have been transferred to the District
 - b. Working with Kathy McInerney to refund students whose classes were halted due to COVID-19
 - c. District has expressed desire to bring Adult Education classes back to our campus – want to see what opportunity this can bring to SouthTech
- b. SouthTech Academy Principal, Eileen Turenne, and SouthTech Preparatory Academy Principal, Nicole Handy, delivered a PowerPoint presentation on the Reopening of SouthTech Schools campus to students (9.21.20)**
- See attached
 - Update on graduation and Acceleration Rates from last year

1. Graduation Rate = 96%
2. Acceleration Rate = 95%

c. Committees

○ **Executive Director Search Report – Jennifer Melillo**

1. Mr. Notter and Mrs. Melillo spoke to Carla Lovett that morning
 - a. Offered her the position of Executive Director of SouthTech Schools
 - b. She has accepted the offer
 - c. Ms. Lovett will come down in the next few weeks to tour the campuses, meet staff, meet Board members, and check out Palm Beach County.
 - i. Will send email once the dates of her visit are confirmed so Board members may come on campus and meet her in person
2. Spoke with Allison King, assistant to Glen Torcivia, and she is drafting the contract
 - a. The Contract Negotiation Committee (Jennifer Melillo, Robert Kesten, and Glen Torcivia) will meet next week to review the contract.
 - b. Will be brought to the Board once finalized with Negotiating Committee and Ms. Lovett for their approval

○ **SouthTech Academy Transition Report – none**

○ **SouthTech Preparatory Site Purchase Report – Dan Heller**

1. Committee has not met recently but had an ad hoc meeting at the conclusion of the Finance Committee meeting.
2. Upcoming Emergency Board Meeting on 9.22.20 to approve the three Resolutions for the bond
 - a. Finalize the bond details at the Board level
 - b. Melissa Arnold and Richard Moreno will be in attendance to answer any questions that should arise
 - c. October 6th is the last day we can pull out of the financing contract
 - d. Closing on or before October 15th
 - e. 3 different Resolutions because 3 different institutions (the LLC, STA and STP)
 - f. Main purpose of the meeting is to explain what the maximum loan amount is, the maximum interest rate, the maximum term in year (likely 36 years), maximum principal payment per payment, and the maximum interest payment per payment.
 - g. Discuss these disclosures in order to approve the resolutions needed for the Underwriters to sell the bond
 - h. Depending on what happens with the sale, may need to meet again if an institutional buyer wants exceptions to the terms being offered

○ **Resource Development – none**

9. Public Comments on Agenda Items – None.

10. Introduction of Consent Agenda for SOUTHTECH ACADEMY

Old Business

None.

Administrative Items

- A-1** I recommend that the School Advisory Council (SAC) approve the 2020-2021 School Improvement Plan (SIP), as recommended by the School Improvement Steering Committee.

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 July 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 July 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 July 31, 2020 as required by the Sponsor.
- C-4** I recommend that the Board approve the audited financial statements for the fiscal year end June 30, 2020.
- C-5** I recommend that the Board approve the Charter School Teacher Salary Increase Allocation Distribution Plan for SouthTech Academy.

Emergency Items

None.

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

- a. Russell Feldman pulled Item A-1

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)

- a. **Item A-1 was pulled**

Motion: Robert Kesten

Second: Suzanne Nicolini

Mr. Feldman explained that he only pulled the item as there is a typo on Page 5 of the Title I plan. He also said that he wanted to compliment the people who wrote the SIP as it is very comprehensive.

All in favor. **Motion carries.**

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

15. Introduction of Consent Agenda for SOUTHTECH PREPARATORY ACADEMY

Old Business

None.

Administrative Items

PA-1 I recommend that the School Advisory Council (SAC) approve the 2020-2021 School Improvement Plan (SIP), as recommended by the School Improvement Steering Committee.

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

PC-4 I recommend that the Board approve the audited financial statements for the fiscal year end June 30, 2020.

PC-5 I recommend that the Board approve the Charter School Teacher Salary Increase Allocation Distribution Plan for SouthTech Preparatory Academy.

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

Second: Suzanne Nicolini

All in favor. **Motion carries.**

18. Approval of Each Pulled Item – N/A

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

20. Introduction of Consent Agenda for SOUTHTECH SUCCESS CENTER

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 July 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 July 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 July 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 – N/A

24. Public Comments on Non-Agenda Items

a. Steven Kozak, Interim Executive Director

Congratulated the Board on their selection of the Executive Director of SouthTech Schools, Ms. Carla Lovett. He questioned though why this decision was made in an Emergency Board Meeting and why the Board felt this decision needed to be rushed. He encouraged all Board members and staff to meet Ms. Lovett and asked that they direct her his way o that he can let her know what to expect.

25. Board Comments: The Board thanked the SouthTech leadership team and all staff for the work they have done to ready the campus for in-person learning beginning on 9.21.20. Board members expressed excitement at the successes so far this year with virtual learning. They also thanked Mr. Kozak for all the work he has done in the last 6 weeks as the Interim Executive Director and are eager to meet Ms. Lovett in the next few weeks. They did, however, show concern for the potential financial impact of the COVID-19 pandemic, especially given the information coming out of the District that evening.

26. Motion to Adjourn

Introduced by Robert Kesten

Time: 9:09 PM

Minutes Prepared by:

Lisa DeVine
Lisa DeVine

Approved by:

Robert Kesten
Robert Kesten

Date:

9/23/2020

Date:

9/23/2020

9/15 reg meeting