

**SOUTHTECH CHARTER ACADEMY, INC.**  
**SOUTHTECH PREPARATORY ACADEMY, INC.**  
**STA/STPA Virtual Emergency Governing Board Meeting Minutes**  
**October 29, 2020**

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- 1. Call to Order at 7:07 PM.**
- 2. Pledge of Allegiance**
- 3. Roll Call: Lisa DeVine, Board Clerk**  
Present: Roger Dunson, Dan Heller, Diane Heinz, Robert Kesten, Suzanne Nicolini, and James Notter  
Absent: Ayesha Edmond and Russell Feldman  
**Quorum Confirmed**
- 4. Open Meeting Act Statement:** Board Clerk confirmed that proper notice has been made.
- 5. Introduction and Purpose of the Meeting- Robert Kesten, Board Chair**  
The purpose of this meeting is to approve the contract for SouthTech Schools new Executive Director Carla Lovett.
- 6. Public Comments on Agenda Items – None.**
- 7. Introduction of Consent Agenda for SOUTHTECH ACADEMY**  
**Old Business**  
None.  
**Administrative Items**  
A-1 I recommend that the Board approve the Executed Superintendent/Executive Director Employment Agreement with Carla Lovett.  
**Personnel Items**  
None.  
**Financial Items**  
None.  
**Emergency Items**  
None.
- 8. Poll Board for Items to be Pulled for Comment or Questions – None.**
- 9. Approval of SouthTech Academy Consent Agenda Except for Items Pulled**  
Motion: James Notter                      Second: Diane Heinz  
All in favor. **Motion carries.**
- 10. Approval of Each Pulled Item – N/A**
- 11. Public Comments on Non-Agenda Items – N/A**
- 12. Introduction of Consent Agenda for SOUTHTECH PREPARATORY ACADEMY**  
**Old Business**  
None.  
**Administrative Items**  
PA-1 I recommend that the Board approve the Executed Superintendent/Executive Director Employment Agreement with Carla Lovett.  
**Personnel Items**  
None.  
**Emergency Items**  
None.

**13. Poll Board for Items to be Pulled for Comment or Questions**

a. **Suzanne Nicolini pulled item PA-1**

**14. Approval of SouthTech Preparatory Academy Consent Agenda Except for Items Pulled – N/A**

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

a. **PA-1**

Motion: James Notter                      Second: Dan Heller

Ms. Nicolini wanted to get clarification on the evaluation process of the Executive Director especially in regards to the timeline. The evaluation will come at the end of the school year and will be presented to the Board at the August meeting. Mr. Notter wanted to know if there is an established document that will be used for the evaluation. Glen Torcivia, P.A. explained that the document should be put together by the Board and presented to Ms. Lovett prior to her evaluation. Ms. Nicolini asked if the document already exists, to which Mr. Notter explained that there is a form that has always been used in the past but they would need to decide if they want to continue to use it or create a new form. Mrs. Turenne explained that STA Administration uses the Florida Consortium Evaluation system to evaluate teachers, instructional coaches and Administrators and so that is another option that is available to the Board as well. Mr. Kesten said that Jennifer Melillo and the Personnel Committee should work together on the evaluation form, creating a new document or using the existing one as they see fit. Ms. Melillo explained that she usually created the evaluation then sits in on the evaluation with the Personnel Committee. After the evaluation is completed the Executive Director and the Committee review their findings which are later presented to the Board. Ms. Heinz then asked what is the rationale for the bigger payout after 12 weeks. Mr. Torcivia explained that the discussion had to do with potential severance and it was decided that since she has to relocate this would give a little more assurance for the first year. After the first year however, her severance pay would drop down to 10-weeks. was done as Ms., Lovett will be relocating so this would help offset any moving costs incurred if her employment were to end within the first year.

All in favor. **Motion carries.**

**16. Public Comments on Non-Agenda Items – N/A**

**17. Board Comments:** The board members expressed their sincere appreciation for all those who worked on the various committees to hire STS new Executive Director, Ms. Carla Lovett. They are all very excited to have her on board. Mr. Kesten also thanked everyone for the amazing accomplishments of the past year including the STA move to its new campus, the purchase of the STP property which was finalized on Friday, and now the hiring of the new Executive Director. The next meeting will be held on November 12, 2020.

**18. Motion to Adjourn**

Motion: James Notter

Time: 7:40 PM

Minutes Prepared by: Lisa DeVine  
Lisa DeVine

Approved by:

Robert Kesten  
Robert Kesten

Dated 11/12/2020