

- Adult Education
 - Talks between the School District of Palm Beach County and Mr. Kozak continuing
 - Use of School Property
 - a. Community members called to ask about use of school property
 - b. Lease agreement states that STA cannot rent or sublease the facility without permission of the District
 - c. Mr. Kozak contacted the District (Kristin Garrison, Director of Planning and Intergovernmental Relations) and they will not permit STA to rent or sublease as it would increase the amount of wear and tear, etc.
 - d. Fred Barch (SDPBC Adult Ed) later contacted Mr. Kozak wanting to rent labs from STA and Mr. Kozak explained that it is not possible due to the language of the contract and explanation from the District
 - e. The District is now assessing this language and policy
 - f. This is important to STA because if they do not use our labs they are going to convert the portables to labs and then they will never be able to be used by STA in the future
 - g. Displaced teachers due to issues in the Science Rooms making us aware that we really have a need for that space
 - SouthTech Preparatory Hardening Grant
 - Federal grant monies to improve the safety of the school
 - Stryker – new lighting
 - Kimmel Family Foundation
 - Since last meeting Mr. Kimmel has raised for SouthTech Schools an additional \$17,000 on top of the initial \$25,000 donation for a total of \$32,000 to be used for the purchase of Chromebooks for students
 - a. 2/3 for STA
 - b. 1/3 for STPA
 - Addressed the concerns of the Board members regarding the Give or Get fundraising campaign
 - Mr. Kimmel has agreed to a PR campaign
 - a. November through January
 - b. STS supplies \$1,000, Kimmel is putting in \$5,000
 - c. Full campaign run by Rose Marcom (Andrew Rose)
 - Still encouraging the board to raise money through fundraising
 - Academy Programs
 - Form a committee to review the 13 academies for their relevance
- b. SouthTech Academy Principal – Eileen Turenne**
- COVID-19 Update
 - Positive COVID-19 Lab Results
 - Communication with the Florida Department of Health
 - a. Initiated either by the DOH or STA
 - Contact Tracing
 - a. Within 6 feet for 15 minutes or more
 - ParentLink Communication
 - Quarantine Orders
 - a. According to CDC guidelines, close contact is defined as being within six feet for 15 minutes or more. The Florida Department of Health conducted their investigation, notified those who were in close contact, mandated a total of 6 quarantines, and the first case has been concluded.
 - Completion of Quarantine Clearance
 - Kindness Week – November 9th – 13th
 - Anonymous Thanksgiving Donation

- DECA volunteers creating baskets
- Renaissance Charter School Virtual Recruitment Event – November 3rd
- Lenz Foundation
 - Special COVID funding grant
 - Approved \$5000 request
 - Mental Health Services Focused on Meditation and Mindfulness
 - a. Meditation Garden
 - b. Meditation space for students and employees
 - c. Yoga, Tai Chi, or Mediation classes
 - d. Training for instructors to lead meditation
 - e. Trauma informed practices
- c. **SouthTech Preparatory Academy Principal – Nicole Handy**
 - Dress Down Fridays
 - Virtual Parent Night – November 18th
 - ELA and Math
 - 2nd Nine weeks Brick and Mortar Learning/Teacher Support
 - Brick and Mortar students – 211 (40%)
 - a. 6th Grade - 81
 - b. 7th Grade - 59
 - c. 8th Grade - 71
 - Distance Learning – 317
 - Increased stress levels for instructors
 - a. Teacher Planning time – extra 100 minutes
 - Kindness Week – November 9th – 13th
 - Holocaust Education – November 9th – 13th
 - STPA vs SDPBC Feeder Schools – Fall Diagnostic Testing
 - Given the same winter diagnostics that they were administered last January, 2020 in order to measure learning losses
 - Performed better than feeder schools and at or near the same level as SDPBC overall scores
 - WiseTribe Partnership
 - Long range goal is to become a Food Citizenship Institute
 - Outdoor Aquaponic Garden coming soon
 - STPA PTO and WiseTribe fundraiser
 - November 16 – December 13, 2020
 - Color Fun 2020 Challenge
 - a. Health and wellness challenge
 - More information to follow
- d. **Committees**
 - **SouthTech Academy Transition Report – Steven Kozak**
 - None – Can be eliminated going forward
 - **SouthTech Preparatory Site Purchase Report – Dan Heller**
 - None – Can be eliminated going forward
 - **Resource Development – Steven Kozak**
 - Already covered in the Interim Executive Director’s Report

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 Board approve the donations for the period from September 11, 2020 to October 12, 2020.

Personnel Items

B-1 I recommend that the Board approve the purchase of holiday gift cards for SouthTech Charter Academy employees.

- B-2** I recommend that the Board approve the revised job title for the position currently held by Steven Kozak from “Business and Community Partnership Liaison Officer” to “Business Development Manager”.

Financial Items

- C-1** I recommend that the Board approve and ratify the monthly Charter school bank account reconciliation for the month ending September 30, 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 September 30, 2020 as required by the Sponsor.
- C-3** I recommend that the Board approve and ratify the monthly financial statements for the month ending September 30, 2020 as required by the Sponsor.
- C-4** I recommend that the Board approve the contract for the creation of a new SouthTech Schools website.

Emergency Items

None.

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

- a. **A-1 pulled by James Notter**
- b. **B-2 pulled by Diane Heinz**
- c. **C-4 pulled by Dan Heller**

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

Motion: Dan Heller

Second: Suzanne Nicolini

All in favor. **Motion carries.**

13. Approval of Each Pulled Item (Item-by Item)

- a. **A-1 pulled by James Notter**

Motion: Dan Heller

Second: Suzanne Nicolini

Mr. Notter was looking for clarification of the flow of the donations (Kimmel Family Foundation to SouthTech Schools or directly to SouthTech Schools). Mr. Kozak explained that the checks were made out to SouthTech Academy through the efforts of Mr. Kimmel. The funds are then going into an account to be split up, with 2/3 going to STA and 1/3 going to STPA for the purchase of the Chromebooks. Mr. Notter also wanted to know the status of the Chromebook order and what the goal of the fundraising campaign is. Mr. Kozak explained that the goal of the PR campaign is to raise between \$270,000 and \$300,000 to cover the order of the 300 Chromebooks. We are currently on a waiting list for the devices.

All in favor. **Motion carries.**

- b. **B-2 pulled by Diane Heinz**

Motion: James Notter

Second: Suzanne Nicolini

Diane Heinz wanted to add additional verbiage to the job description and so she called for a substitute motion. The additional language to be included is as follows:

“The Business Development Manager shall report to the Executive Director, or in the absence of an Executive Director, report directly to the Board Members. The evaluation of this position will be based specifically on the fulfillment of the below listed duties. Under the below listed “Duties”, where applicable, the business development manager shall list contacts made with complete contact information as well as the results achieved and specific recommendations for follow up.”

After discussion it was decided that the additional verbiage would need to be reviewed by Jennifer Melillo, Human Resource Manager, before being approved. It was then decided that the substitute motion be withdrawn and the original motion be voted on. The original motion was to change the title only, not the job description. Mr. Kozak stated that he would prefer to wait for any changes to the job description until after Carla Lovett takes over as the Executive Director. The board members agreed that this makes the most sense. A vote was taken for the motion to change the job title only from “Business and Community Partnership Liaison Officer” to “Business Development Manager” based on a motion by Suzanne Nicolini, seconded by James Notter.

All in favor. **Motion carries.**

- c. **C-4 pulled by Dan Heller**

Motion to table the Item: Dan Heller

Second: Suzanne Nicolini

Mr. Kesten explained that this Item was reviewed in depth at the Finance Committee earlier. He had a fellow attorney review the contract and he found several issues with it. Therefore, it was decided during that meeting that it is best to table the Item for now. Mr. Kozak, Mr. Levine, Mr. Kesten and his colleague will all have a teleconference to work out the issues of the contract. Mr. Heller explained that the issues were not with the company or the work that they have done on the STS website thus far, but rather simply had to do with the legal language contained in the contract. Ms. Nicolini agreed that the issue was with the language used and feels that it is a very one-sided contract. Ms. Heinz stated that she was displeased that it did not provide an opportunity for our students to participate in the building and maintenance of the website. Mr. Kesten discussed the problems with having students work on the website including the fact Mr. Levine's contract is a business contract and not an employee (instructor) contract, and discussed the fact that it would take time away from instruction related to industry certifications and daily instruction. A vote was taken to table the motion.

All in favor. Motion tabled.

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 Board approve the donations for the period from September 11, 2020 to October 12, 2020.

Personnel Items

PB-1 I recommend that the Board approve the purchase of holiday gift cards for SouthTech Preparatory Academy employees.

PB-2 I recommend that the Board approve the revised job title for the position currently held by Mr. Steven Kozak from "Business and Community Partnership Liaison Officer" to "Business Development Manager".

PB-3 I recommend that the Board approve the Job Description for Curriculum/Assessment/Grant Coordinator.

PB-4 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 September 30, 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 September 30, 2020 as required by the Sponsor.

PC-3 I recommend that the Board approve and ratify the monthly financial statements for the month ending September 30, 2020 as required by the Sponsor.

PC-4 I recommend that the Board approve the contract for the creation of a new SouthTech Schools website

Emergency Items

None.

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

a. PB-2 pulled by Diane Heinz

b. PC-4 pulled by Suzanne Nicolini

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

Motion: James Notter

Second: Suzanne Nicolini

All in favor. Motion carries.

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

a. PB-2 pulled by Diane Heinz

Motion: Diane Heinz

Second: James Notter

Diane Heinz wanted to add additional verbiage to the job description as follows:

"The Business Development Manager shall report to the Executive Director, or in the absence of an Executive Director, report directly to the Board Members. The evaluation of this position will be based specifically on the fulfillment of the below listed duties. Under the below listed "Duties", where applicable, the business development manager shall list contacts

made with complete contact information as well as the results achieved and specific recommendations for follow up.”

Based on the discussion from Item B-2, it was decided that the additional verbiage would need to be reviewed by Jennifer Melillo, Human Resource Manager, before being brought before the board at a later meeting. Therefore, no substitute motion was needed and the vote was taken on the title change only.

All in favor. **Motion carries.**

b. PC-4 pulled by Suzanne Nicolini

Motion to table the Item: Suzanne Nicolini Second: James Notter

Based on the discussion of Item C-4 and the recommendation from the Finance Committee, Ms. Nicolini would like to table Item PC-4 until the contract has been negotiated. A vote was taken to table the motion.

All in favor. **Motion tabled.**

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

20. Introduction of Consent Agenda for SOUTHTECH SUCCESS CENTER

Old Business

None.

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 September 30, 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 September 30, 2020 as required by the Sponsor.

Emergency Items

None.

21. Poll the Board for Items to be Pulled – None.

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

Motion: Suzanne Nicolini

Second: Diane Heinz

All in favor. **Motion carries.**

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

24. GOVERNING BOARD IN THE CAPACITY OF SCHOOL ADVISORY

COUNCIL (SAC)

South Tech Academy:

School Improvement Steering Committee (SISC) Report – Suzanne Nicolini, Chairperson

- Thanksgiving baskets prepared for families in need (DECA)
- Fundraising Campaigns
 - Penny Wars
 - Raise money for Teacher Appreciation Week
 - Family Night
 - Pair with restaurants and receive a portion of proceeds from sales
- Report Card distribution coming up soon
- Industry Certifications
 - Increased by 67% of the students that applied to take the exams

Introduction of the SouthTech Academy SAC Consent Agenda – None.

25. Poll SAC for Items to be Pulled from the SouthTech Academy SAC Consent Agenda for Comment or Questions- N/A

26. Approval of SouthTech Academy SAC Consent Agenda Except for Items Pulled – N/A

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

28. South Tech Preparatory Academy:

School Improvement Steering Committee (SISC) Report – Ayesha Edmond, Chairperson

- No meeting tonight – the next meeting will be held in January.

Introduction of the SouthTech Preparatory Academy SAC Consent Agenda – None.

29. Poll SAC for Items to be Pulled from the STPA SAC Consent Agenda for Comment or Questions – N/A

30. Approval of STPA SAC Consent Agenda Except for Items Pulled – N/A



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

32. **Board Comments** – Ms. Edmond thanked Administrators and Staff members for their diligence in health and safety especially as it relates to COVID-19 and recommended that our protocols be shared with parents to provide further clarification of the process. Mr. Feldman thanked everyone for their dedication to SouthTech Schools. Mr. Notter reminded everyone that the Florida’s Legislative session is beginning next week with the Organizational meeting, then committee meetings for the next 2 months, and finally the general session starts in March. He will keep a running list of high points to share with the Board. Mr. Heller noted the issues with the sound in the Cafeteria and asked that it be addressed before the next board meeting. He congratulated everyone for the accomplishments of the past few months: purchase of the STP site (became landlords), overcome the COVID-19 challenges, first in-person meeting since the start of the pandemic, the audit, etc. Ms. Heinz recognized the families who help support everyone involved in these meetings so that we could be gathered together tonight. Ms. Nicolini thanked everyone for the support they have shown her since her accident and wished everyone a happy Thanksgiving. Mr. Kesten gave a list of the 13 current academies offered at SouthTech Academy and said that he would like to examine their relevancy. He also thanked the Board, Administration, teachers, staff, and students – the entire SouthTech Schools family – for their accomplishments.

33. **Motion to Adjourn**

Motion: James Notter

Time: 9:25 pm

Minutes Prepared by:  Approved by:  Dated 12/11/2020
Lisa DeVine Robert Kesten