

**SOUTHTECH CHARTER ACADEMY, INC.
SOUTHTECH PREPARATORY ACADEMY, INC.
SOUTHTECH SUCCESS CENTER, INC.**

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- would like to retain that person permanently or if we will begin looking for another permanent replacement at that time.
8. Reauthorization of Carl D. Perkins Act (Perkins V): Mr. Notter would like Steven Kozak to lead a group of individuals, including all three principals, to conduct an in-depth, local program assessment.
 9. SouthTech Charter Academy contract extension: SouthTech Charter Academy has requested another three-month extension to their charter agreement. Ms. Turenne will now be part of the contract extension team.
- 8B. SouthTech Academy/SouthTech Success Center Principals Report: Eileen Turenne**
Ms. Turenne highlighted four items from the 2016-2021 strategic plan:
1. Program Expansion
 - a. Enrollment: At FTE = 1,117 students (2 above budget); current = 1,108 students
 - b. Recruitment Events: We visited 9 district middle schools, 2 local charter schools and attended the Showcase of Schools, all of which led to a tremendous turnout to our Fall Open House event. We had 46 families attend the Open House, compared to 22 last year, which resulted in 20 enrollments.
 - c. Marketing: Weekly Retention/Marketing Committee meetings on Wednesdays with Steven Kozak, Eileen Turenne, Josh Wigelsworth, Nicole Handy, Erin Kurtz and Teresa Trumble-Thomas.
 2. Continuous School Improvement
 - a. Best & Brightest Award and School Recognition Funds: The allocation plans are part of the Consent Agenda, but it is noteworthy that teachers voted overwhelmingly to share the funds with non-instructional staff. Through equal distribution payouts all employees will receive a net amount of \$1,015.85
 - b. Data Focus: SouthTech Academy students earned 704 industry certifications in the 2018-2019 School Year
 - c. A victory party was held on 11/8/19 to celebrate the 100 plus students who scored 4's and 5's on the Spring EOC's
 - d. The PSAT was administered on October 16, 2019 with a 99% participation rate
 3. Government Relations
 - a. Increasing Alumni Engagement: Class Reunion for SouthTech alumni Class of 2009 and previous
 4. Facilities Improvement/Growth
 - a. Transition Team led by Steven Kozak currently includes Eileen Turenne, Eric Messmer, Josh Wigelsworth, Kathy McInerney, Debbie Buchholz, Marilyn Ruiz, and Lisa DeVine.
- 8C. Business & Community Liaison Officer's Report – Steven Kozak**
1. Update on the Transition to the new facility
 - a. Attends regular meetings as the liaison between SouthTech Academy, the district and Wharton-Smith and is heavily involved in the preparation for our move to the new facility.
 - b. Provided details related to the move.
 - c. Academy needs: The only academy that still needs additional equipment is Automotive which needs a paint booth and an alignment lift. The cost of the paint booth is \$107,109 but is required to be compliant. The City of Boynton Beach has already granted a permit and the foundation has been poured. There is a January 15, 2020 deadline to purchase the paint booth in order for it to be installed in time. The cost of the alignment lift is \$39,583. The academy cannot move forward without these two vital pieces of equipment. Mr. Kozak has already contacted a capital lender who specializes in Charter Schools and they are willing to write a 5-year loan at 5.5% interest. This would equate to approximately \$2,000 per month for 5 years after which we would own the equipment outright. He asked the board to grant either Kathy McInerney or himself permission to complete the application.
 2. Business & Community Partnerships: Continues to go out in the community on top of managing the website and all social media. Provided an update to these partnerships.
 3. Marketing: Discussed the need to fund a professional PR/Marketing consultant to aid in the recruitment for our new campus

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8D. SouthTech Preparatory Academy Principals Report: Nicole Handy

1. Continuous School Improvement
 - a. Best & Brightest Award Funds: SouthTech Preparatory Academy received \$54,927.18 to be distributed per statute.
2. Program Expansion
 - a. Enrollment at FTE = 528 students (budget was 531); current = 537 students with a few more students enrolling next week
 - b. Recruitment: Presenting at local 5th grade assemblies, often as the only charter school being invited to the event.
3. Mental Health Awareness, Teen Safety, and Human Trafficking Awareness training for all students is underway.
4. Data Focus
 - a. Over 80 students scored Level 5's on the Spring EOC's with 4 perfect scores
 - b. PTO sponsored a food truck event for students that scored more than one Level 5 (approximately 20 students)

8E. SouthTech Academy Adult Education Principals Report: Eric Messmer

1. Business and Community Partnerships
 - a. Hosted CareerSource of Palm Beach County and Boca Helping Hands to help move students in the Food Service and Hospitality Program from receiving services to gainful employment.
 - b. Currently have Dr. Kershner from Palm Beach State College Ophthalmic Medical Technology Program on campus providing free eye exams for all GED and ESOL students.
 2. Program Update
 - a. About one month left in the current term
 - b. Food Service and Hospitality Program: most students exiting the program with two industry certifications, one for food sanitation and one for serving alcohol
 - c. Planning on adding a CDL preparation course
 - d. Medical Coding and Billing: We have revived the numbers in this program, however there is a need to expose students to electronic healthcare record software.
9. *Public Comments on Agenda Items – Five (5 Minutes Maximum Each Person) - None.*
10. *Introduction of Consent Agenda for SOUTHTECH ACADEMY – Board Chair (Superintendent Vacancy)*

Old Business

None.

Administrative Items

A-1 I recommend that the Board approve the donations for the period from October 10, 2019 to November 14, 2019.

A-2 I recommend that the Board approve the resignation of Jonathan Flah from the Governing Board.

A-3 I recommend that the Board approve the Best & Brightest Award Allocation Plan.

Personnel Items

B-1 I recommend that the Board authorize the Board Chair (Superintendent Vacancy) to approve the renewal of the contract with Blue Cross Blue Shield for Health Insurance and sign all related documents.

B-2 I recommend that the Board approve the insurances for life, dental, vision, and short and long-term disability offered to the employees, at no cost to the school.

B-3 I recommend that the Board approve the purchase of holiday gift cards for SouthTech Charter Academy employees. **(Recommended by Mr. Notter, Board Chair)**

B-4 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 month ending September 30, 2019 as required by the Sponsor.

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C-2 I recommend that the Board approve and ratify the Charter school monthly Disbursement Report for month ending September 30, 2019 as required by the Sponsor.

C-3 I recommend that the Board approve and ratify the monthly financial statements for month ending September 30, 2019 as required by the Sponsor.

C-4 I recommend that the Board approve the consulting agreement for specialized Exceptional Student Educational (ESE) services in the area of Deaf and Hard of Hearing Services with Alexandria Mestres for SY20 and authorize the Board Chairman to sign the agreement.

Emergency Items

None

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

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

Motion: Dan Heller Second: Roger Dunson

All in favor. Motion carries.

13. Approval of Each Pulled Item (Item-by Item) – None.

14. Public Comments on non-Agenda Items – Five (5) Minutes Maximum Each Person

Timothy Brown, Instructor of Automotive Technology and Department Chair of the Transportation Program at SouthTech Academy

Mr. Brown addressed the Board to emphasize the necessity of the paint booth and alignment rack for the Automotive Academy to be compliant and properly prepare students for the next generation workforce. He explained that his academy already has a significant amount of industry buy-in, particularly with Ed Morse and Hunter, and that these two pieces of equipment are necessary to continue working with these companies as well as establish new corporate relationships. He also stated that while he understands that this is a large financial burden, it is an investment into the future of the school and its students. Mr. Heller then asked how this would enhance our enrollment in the future to which Mr. Notter answered that it's not a matter of helping enrollment but rather maintaining the entire academy. That is how necessary these items are. However, Mr. Notter also cautioned the board in taking on any new debt. Ms. Nicolini asked if we could potentially charge businesses that will be using the equipment. Mr. Brown said that Hunter has already given the academy a half million dollars towards equipment in exchange for use of the facility to train employees, but we could have that discussion with other industry leaders in the future.

15. Introduction of Consent Agenda for SOUTHTECH PREPARATORY ACADEMY- Board Chair (Superintendent Vacancy):

Old Business

None.

Administrative Items

PA-1 I recommend that the Board approve the Best & Brightest Award Allocation Plan.

Personnel Items

PB-1 I recommend that the Board authorize the Board Chair (Superintendent Vacancy) to approve the renewal of the contract with Blue Cross Blue Shield for Health Insurance and sign all related documents.

PB-2 I recommend that the Board approve the insurances for life, dental, vision, and short and long-term disability offered to the employees, at no cost to the school.

PB-3 I recommend that the Board approve the purchase of holiday gift cards for SouthTech Preparatory Academy employees. **(Recommended by Mr. Notter, Board Chair)**

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 month ending September 30, 2019 as required by the Sponsor.

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PC-2 I recommend that the Board approve and ratify the Charter school monthly Disbursement Report for month ending September 30, 2019 as required by the Sponsor.

PC-3 I recommend that the Board approve and ratify the monthly financial statements for month ending September 30, 2019 as required by the Sponsor.

PC-4 I recommend that the Board pursue the purchase of the current South Tech Preparatory site, inclusive of the current Quantum Charter Schools site, located at 1325 Gateway Blvd in Boynton Beach, FL 33426-8304.

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: Diane Heinz

Second: Suzanne Nicolini

All in favor. Motion carries.

18. *Approval of Each Pulled Item (Item-by Item) – None.*

19. *Public Comments on non-Agenda Items – Five (5) Minutes Maximum Each Person – None.*

20. *Introduction of Consent Agenda for SOUTHTECH SUCCESS CENTER GOVERNING BOARD – Board Chair (Superintendent Vacancy):*

Old Business

None.

Administrative Items

None.

Personnel Items

SCB-1 I recommend that the Board authorize the Board Chair (Superintendent Vacancy) to approve the renewal of the contract with Blue Cross Blue Shield for Health Insurance and sign all related documents.

SCB-2 I recommend that the Board approve the insurances for life, dental, vision, and short and long-term disability offered to the employees, at no cost to the school.

SCB-3 I recommend that the Board approve the purchase of holiday gift cards for SouthTech Preparatory Academy employees. **(Recommended by Mr. Notter, Board Chair)**

SCB-4 I recommend that the Board approve the Personnel Actions for the previous month.

Financial Items

SCC-1 I recommend that the Board approve and ratify the monthly Charter school bank account reconciliation for month ending September 30, 2019 as required by the Sponsor.

SCC-2 I recommend that the Board approve and ratify the Charter school monthly Disbursement Report for month ending September 30, 2019 as required by the Sponsor.

SCC-3 I recommend that the Board approve and ratify the monthly financial statements for month ending September 30, 2019 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: Suzanne Nicolini

Second: Roger Dunson

All in favor. Motion carries.

23. *Approval of Each Pulled Item (Item-by Item) – None.*

24. *Public Comments on non-agenda items – None.*

25. **GOVERNING BOARD IN THE CAPACITY OF SCHOOL ADVISORY COUNCIL (SAC)**

South Tech Academy AND SouthTech Success Center:

School Improvement Steering Committee (SISC) Report – Russ Feldman, Chairperson; Suzanne Nicolini, Alternate Chairperson

Ms. Nicolini discussed PTO fundraising efforts.

Introduction of the SouthTech Academy SAC Consent Agenda – None.

26. *Poll SAC for Items to be Pulled from the STA SAC Consent Agenda for Comment or Questions –None.*

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27. *Approval of STA SAC Consent Agenda Except for Items Pulled – None.*
28. *Approval of Each Pulled Item (Item-by Item) – None.*
29. *Introduction of the SouthTech Success Center SAC Consent Agenda – Suzanne Nicolini, Chairperson – None.*
30. *Poll SAC for Items to be Pulled from the STSC SAC Consent Agenda for Comment or Questions – None.*
31. *Approval of STSC SAC Consent Agenda Except for Items Pulled – None.*
32. *Approval of Each Pulled Item (Item-by Item) – None.*
33. **South Tech Preparatory Academy:**

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

Mayor Grant and the new Dean, Mr. Velasquez, were in attendance at the last meeting and introduced themselves to the parents. At the meeting they discussed the very successful Fall Parent Night as well as marketing techniques. Ms. Edmond also stated that parent involvement with the tutoring program is increasing.

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

34. *Poll SAC for Items to be Pulled from the STPA SAC Consent Agenda for Comment or Questions – None.*
35. *Approval of STPA SAC Consent Agenda Except for Items Pulled – None.*
36. *Approval of Each Pulled Item (Item-by Item) – None.*
37. ***Board Comments***

Eileen Turenne commented that Mr. Brown is not trying to bring in partners, he is succeeding in bringing in partners. His academy has tremendous corporate buy-in as is apparent from the half-million dollars it has received from Hunter already. And companies will continue to support it, maybe just not in time for the January deadline. She asked that the board allow the academy to be built on a solid foundation. Mr. Notter reminded the board once more that the money is simply not there. Ms. Heinz emphasized how extremely valuable this equipment is especially due to strict zoning policies. She said that we need to look into collecting fees for the use of our equipment to help fund it and said she will make calls to her contacts. Ms. Nicolini said that she is a true supporter of the academy, having had a grandson graduate from the program, and is also on board with trying to come up with clever ways to fund the equipment purchase. She then asked the board about allowing Corporal Burt to purchase a banner for our new school fence announcing the opening of a military museum next year. They agreed to this as long as there was no cost involved and as long as the name of the museum is not trademarked. She said she would double check that. Roger Dunson thanked everyone in attendance and said that he hoped they could come up with the money needed. Mr. Heller discussed Agenda item PC-4 and said that a sub-committee needed to be formed to discuss the possible purchase of the SouthTech Preparatory property. The board clerk will be emailing all board members to set up first meeting. Ms. Edmund praised the work everyone has been doing as a team and said that as a team they will have to form a plan regarding the purchase of the automotive equipment. She also reminded all staff that the board is behind them all the way.

38. ***Motion to Adjourn:***

Ms. Nicolini motioned to adjourn at 9:20pm until the Regular Board meeting on December 12, 2019 at 3:00pm.

Minutes Prepared by: 
Lisa DeVine

Approved by: 
James F. Notter

Date: 12/12/2019

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