

**SOUTHTECH CHARTER ACADEMY, INC.  
SOUTHTECH PREPARATORY ACADEMY, INC.  
SOUTHTECH SUCCESS CENTER, INC.  
STA/STPA/STSC Governing Board Regular Meeting Agenda  
January 16, 2020**

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**1. Call to Order**

**2. Pledge of Allegiance**

**3. Roll Call: Board Secretary – Confirm Quorum Present**

Roger Dunson	Ayesha Edmond	Russell Feldman
Dan Heller	Diane Heinz	Robert Kesten
Carl McKoy	Suzanne Nicolini	James Notter

**4. Open Meeting Act Statement:** Chairperson asks if public notice has been made.

**5. Public Presentation:** None.

**6. Approval of the Minutes for the STA/STPA/STSC Regular Governing Board/SAC Board Meeting December 12, 2019.**

Introduced by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

All in favor: \_\_\_\_\_ Opposed: \_\_\_\_\_

**7. Treasurer's/Financial Report for STA/STPA/STSC: Current monthly Bank Reconciliation and Disbursement Report**

**8. Reports**

- a. Board Chair (Superintendent Vacancy)
- b. Principal – SouthTech Academy
- c. Principal – SouthTech Preparatory Academy
- d. SouthTech Success Center
- e. STA Adult Ed
- f. Committees
  - o SouthTech Preparatory Site Committee – *Dan Heller, Committee Chair*
  - o SouthTech Academy Transition Committee – *Steven Kozak, Committee Chair*
- g. Business & Community Liaison Officer

**9. Public Comments on Agenda Items – *Five (5) Minutes Maximum Each Person***  
SouthTech Academy  
SouthTech Preparatory Academy

**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 SouthTech Schools and SouthTech Charter Academy 2019-2020 calendar revisions.
- A-2** I recommend that the Board approve the donations for the period from December 12, 2019 to January 16, 2020.
- A-3** I recommend that the Board approve the Memorandum of Understanding between Boca Helping Hands and SouthTech Academy dated September 12, 2019.
- A-4** I recommend that the Board approve the Board Chair be authorized:
1. To continue with the language from the previous contract(s), where needed, in our negotiation of SouthTech Academy, Inc., Conversion Charter Contract. This contract is currently in the negotiation process with the District.
  2. To authorize mediation with the District and if necessary, filing of a Department of Administrative Hearings (DOAH) case over a contract dispute(s).

**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 month ending November 30, 2019 as required by the Sponsor.
- C-2** I recommend that the Board approve and ratify the Charter school monthly Disbursement Report for month ending November 30, 2019 as required by the Sponsor.
- C-3** I recommend that the Board approve and ratify the monthly financial statements for month ending November 30, 2019 as required by the Sponsor.

**Emergency Items**

None.

**11. Poll Board for Items to be Pulled for Comment or Questions****12. Approval of SouthTech Academy Consent Agenda Except for Items Pulled**

Introduced by \_\_\_\_\_ Seconded by \_\_\_\_\_  
All in favor \_\_\_\_\_ Opposed \_\_\_\_\_

**13. Approval of Each Pulled Item (Item-by Item) – *Introduction by Board Chair (Superintendent Vacancy)*****14. Public Comments on non Agenda Items – *Five (5) Minutes Maximum Each Person*****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 SouthTech Schools and SouthTech Preparatory Academy 2019-2020 calendar revisions.

**PA-2** The South Tech Preparatory Academy Site Purchase Committee recommends that the Board approve letter of intent to 1325 Gateway LLC, Landlord, for the property known as 1275 - 1325 Gateway Blvd, Boynton Beach, FL, 33426, for the purposes of purchasing or extending its current lease.

**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 month ending November 30, 2019 as required by the Sponsor.

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

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

**PC-4** I recommend that the Board approve the nightly cleaning agreement with M&T Cleaning Solutions.

**PC-5** I recommend that the Board approve the STPA SY20 Amended Budget as of January 16, 2020.

**Emergency Items**

None.

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

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

Introduced by \_\_\_\_\_ Seconded by \_\_\_\_\_  
All in favor \_\_\_\_\_ Opposed \_\_\_\_\_

**18. Approval of Each Pulled Item (Item-by-Item) – *Introduction by Board Chair (Superintendent Vacancy)***

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

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

**Old Business**

None.

**Administrative Items**

**SCA-1** I recommend that the Board approve the SouthTech Schools and SouthTech Success Center 2019-2020 calendar revisions.

**Personnel Items**

**SCB-1** 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 November 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 November 30, 2019 as required by the Sponsor.

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

**Emergency Items**

**None.**

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

**N/A**

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

Introduced by \_\_\_\_\_ Seconded by \_\_\_\_\_

All in favor \_\_\_\_\_ Opposed \_\_\_\_\_

**23. Approval of Each Pulled Item (Item-by Item) – *Introduction by Board Chair (Superintendent Vacancy)***

**24. Public Comments on non-agenda items:**

**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**

**Introduction of the SouthTech Academy SAC Consent Agenda – Russ Feldman, Chairperson:**

**26. Poll SAC for Items to be Pulled from the STA SAC Consent Agenda for Comment or Questions:**

**27. Approval of STA SAC Consent Agenda Except for Items Pulled:**

Introduced by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

All in favor: \_\_\_\_\_ Opposed: \_\_\_\_\_

**28. Approval of Each Pulled Item (Item-by Item) – *Introduction by Russell Feldman, Chairperson***

**29. Introduction of the SouthTech Success Center SAC Consent Agenda – Suzanne Nicolini, Chairperson:**

**30. Poll SAC for Items to be Pulled from the STSC SAC Consent Agenda for Comment or Questions:**

**31. Approval of STSC SAC Consent Agenda Except for Items Pulled:**

Introduced by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

All in favor: \_\_\_\_\_ Opposed: \_\_\_\_\_

**32. Approval of Each Pulled Item (Item-by Item) – *Introduction by Suzanne Nicolini,***



*Chairperson*

**33. South Tech Preparatory Academy:**

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

**Introduction of the SouthTech Preparatory Academy SAC Consent Agenda – Ayesha  
Edmond, Chairperson, Diane Heinz:**

**34. Poll SAC for Items to be Pulled from the STPA SAC Consent Agenda for Comment or  
Questions:**

**35. Approval of STPA SAC Consent Agenda Except for Items Pulled:**

Introduced by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
All in favor: \_\_\_\_\_ Opposed: \_\_\_\_\_

**36. Approval of Each Pulled Item (Item-by Item) – *Introduction by School  
Improvement Steering Committee Chairperson, Ayesha Edmond***

**37. Board Comments**

**38. Motion to Adjourn**

Introduced by: \_\_\_\_\_  
All in favor: \_\_\_\_\_ Opposed: \_\_\_\_\_  
Time \_\_\_\_\_

**SOUTHTECH CHARTER ACADEMY, INC.  
SOUTHTECH PREPARATORY ACADEMY, INC.  
SOUTHTECH SUCCESS CENTER, INC.  
STA/STPA/STSC Governing Board Regular Meeting Agenda  
December 12, 2019**

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1. **Call to Order by James Notter at 3:04pm**
2. **Pledge of Allegiance**
3. **Roll Call by Lisa DeVine**  
Present: Roger Dunson, Russell Feldman, Dan Heller, Diane Heinz, Robert Kesten, Carl McKoy, Suzanne Nicolini and James Notter  
Absent: Aram Bloom and Ayesha Edmond  
**Quorum**
4. **Open Public Meetings Act Statement:** The meeting has been properly noticed.
5. **Public Presentation - None.**
6. **Approval of the Minutes for the STA/STPA/STSC Regular Governing Board/SAC Board Meeting November 14, 2019.**  
**Motion: Robert Kesten                      Second: Diane Heinz**  
**All in favor. Motion carries.**
7. **Treasurer's/Financial Report for STA/STPA/STSC – Dan Heller:** The STA/STPA/STSC Finance Committee met prior to the Board meeting and recommends approval for STA Items C-1 through C-6; STPA Items PC-1 through PC-4; and STSC Items SCC-1 through SCC-4
8. **Reports**
  - a. **Board Chair (Superintendent Vacancy) – James Notter**
    1. **Charter Negotiations:** Negotiations have begun and we are working with our attorney to set up a meeting with Palm Beach County School District.
    2. **Negotiating Team:** Eileen Turenne is now a member of the negotiating team at SouthTech Academy, replacing Jim Kidd and Jay Boggess.
    3. **Organizational Chart:** There is a new Organizational Chart to be voted on later in the meeting that came from within the school and reflects this adjustment in leadership. Mr. Notter explained that he is also on campus now three times per week and is making himself available to faculty and staff in the absence of having a superintendent.
    4. **School Security:** Mr. Notter asked Mr. Kesten to discuss a front page article in the Palm Beach Post pertaining to a settlement between Renaissance Charter School and the Palm Beach County School District over school security. The law that was being looked at states that the School District must provide security to all public schools. That being said it also states that the District may charge the schools for these services rendered. Therefore, the settlement does not affect SouthTech Schools.
  - b. **Principal of SouthTech Academy – Eileen Turenne**
    1. **Continuous School Improvement:** SouthTech Schools will work towards an “A”-rated system of schools and serve as a national model for career and technical programs.
      - a. **Data Focus:**
        - Current Acceleration Rate = 88% (up from 78% at this time last year)
        - Current Graduation Rate = 91% (up from 87% at this time last year)
        - Seniors that have not yet met their ELA requirements = 10 students (20 students at this time last year)
    2. **Program Expansion:** SouthTech Schools will create a 21<sup>st</sup> Century learner who is college and career-ready via a K-20 system in Palm Beach County.
      - a. **Recruitment** = Joshua Wigelsworth attended a recruitment event at Palms West Middle School and Eileen Turenne delivered a 45-minute presentation to students at Carver Middle School in an event for SouthTech Academy only.
      - b. **Current Enrollment** = STA 1104; Enrollment at FTE Count = 1117
      - c. **Applications for January 2020** → Yes = 6; No = 10; In Limbo = 16 (4 meetings scheduled).

3. **Facilities Improvement/Growth:** SouthTech Schools will host the most current facilities for career and technical programs relevant to business and industry needs. The facilities will allow for project-based learning in both the academic classroom and career academies for real world learning.
  - a. Transition Team to STA New Location held its first meeting on 12/6/2019
    - Point person – Steve Kozak
    - Current Composition – Steve Kozak, Eric Messmer, Kathy McInerney, Eileen Turenne, Debbie Buchholz, Marilyn Ruiz, Lisa DeVine, Josh Wigelsworth & Jim Notter (highlighted individuals attended the 12/6/2019 meeting)
4. **Government Relations:** SouthTech Schools will increase its involvement in the community, strengthening and expanding community, business and industry partnership, and increasing alumni engagement.
  - a. Meeting with Mayor Grant on 12/11/2019
  - b. Collision Repair Education Foundation
    - Collision Repair Career Fair held on 12/10/2019
    - 350 – 400 students from Miami-Dade & Broward Counties and approximately a dozen potential employers attended the event
    - One SouthTech Academy student was offered a job opportunity on the spot
  - c. Upcoming Rock & Roll and Music & Sound Production Winter concert Saturday December 14, 2019 at the Tim Roof in Downtown Delray Beach from 3-7pm
- c. **Principal of SouthTech Preparatory Academy – Nicole Handy**
  1. **Continuous School Improvement:** SouthTech Schools will work towards an “A”-rated system of schools and serve as a national model for career and technical programs.
    - a. Department Meetings and Grade Level Meetings – continue to meet monthly to discuss data driven lesson plans and targeted interventions
    - b. Vastitis – met to discuss status today at FACM
    - c. PLC – Administration Temperature check on progress when we return in January
    - d. Diagnostics begin January 9, 2020
  2. **Program Expansion:** SouthTech Schools will create a 21<sup>st</sup> Century learner who is college and career-ready via a K-20 system in Palm Beach County.
    - a. STEM/STEAM – Partnership with WiseTribe to create Teaching Systems Thinking via Food Citizenship – building a curriculum over a three-year period starting with 6<sup>th</sup> graders next school year
    - b. SouthTech 21 roll out in January – FLR2W (Florida Ready to Work) Soft Skills assessment of 50 6<sup>th</sup> graders – Successfully achieving the designated skill levels will result in an award of a FLR2W Certificate signed by Governor DeSantis and serve as a positive and valuable addition to their resumes and/or career portfolios.
  3. **Facilities Improvement/Growth:** SouthTech Schools will host the most current facilities for career and technical programs relevant to business and industry needs. The facilities will allow for project-based learning in both the academic classroom and career academies for real world learning.
    - a. Researching purchase options of facility
    - b. Marketing to local elementary schools at the 5<sup>th</sup> grade career choice fairs
  4. **Government Relations:** SouthTech Schools will increase its involvement in the community, strengthening and expanding community, business and industry partnership, and increasing alumni engagement.
    - a. Mayor Grant attended SISC meeting last month and we will be inviting Senator Lori Berman to attend a future meeting.
    - b. Participated for the first time in the Boynton Beach Holiday Parade through a community dance program that 2 STP teachers work at in the afternoons and with a community marching band
- d. **Principal of SouthTech Success Center – Eileen Turenne**
  1. Current Enrollment is at 97 students

2. Tomorrow we will be hosting a celebration during 4<sup>th</sup> period for STSC students that have been doing what they are supposed to be doing

**e. Principal of STA Adult Education – Eric Messmer**

1. Fall Term concluded yesterday with a Celebration of Learning – great success with ESOL and GED programs this semester
2. Career Education programs will conclude next week
3. Registration will begin in January
4. Still looking for a CDL instructor

**f. Committees**

**1. SouthTech Preparatory Site Purchase Committee – Dan Heller**

- a. First meeting held at SouthTech Preparatory last week
- b. In the process of doing due diligence to determine whether or not we want to pursue the purchase of the property
- c. Next meeting will be Thursday, December 19, 2019 – will take a tour of Quantum High School during that meeting

**g. Business & Community Liaison Officer – Steve Kozak**

1. **PR/Marketing:** We are in need of a professional PR/Marketing Consultant in order to properly promote the school. Ms. Heinz inquired about the process that STA would use to hire the consultant. Mr. Kozak explained that they initiated the process last year by gathering proposals from several companies and that now they just needed permission from leadership to pursue it further. Ms. Heinz stated that she would like to see a budget and proposal and perhaps have it run through a subcommittee. Mr. Notter said that gathering proposals at this time is not an effective use of time or money as the budget does not allow for a PR/Marketing consultant. Continuing to have a balanced budget is the top priority especially given the costs involved with the move. Next in line would be working on filling vacant leadership positions. A marketing campaign can come later. Mr. Heller agreed that it is not the right time. He said that he would like to wait until the February FTE numbers come in so that we know what our budget will look like going forward. Mr. Feldman wanted to know if we have any specifications for what we are looking for in a PR/marketing consultant so that when a committee is evaluating a proposal they know that they proposal fulfills those requirements. Mr. Kozak said they were all reputable firms with a proven track record and that when the time comes he would have the firms present their campaigns and explain the costs involved directly the Governing Board.
2. **New STA Campus:** Provided an update of the construction taking place at the new campus. Currently preparing for the transition and are in the process of interviewing moving companies. So far everything is being done within the budget provided by the School District. There will be additional costs related to the move to which Mr. Kozak will provide an update in the new year.

**9. Public Comments on Agenda Items – Five (5) Minutes Maximum Each Person**

SouthTech Academy – None

SouthTech Preparatory Academy – None

SouthTech Success Center – None

**10. Introduction of Consent Agenda for SOUTHTECH ACADEMY – James Notter**

**Old Business**

None.

**Administrative Items**

- A-1** I recommend that the Board approve the modified 2019 Organizational Chart effective as of today's date through March 2020 or until such time a modification or new chart is brought forward.
- A-2** I recommend that the Board approve the changes to Board Policy 5.01 Student Selection and Enrollment.
- A-3** I recommend that the Board approve the addition of two procedures to the Fiscal Policies and Procedures Manual.
- A-4** I recommend that the Board approve to remove Aram Bloom from the Governing Board effective at this meeting, 12/12/2019, as per South Tech Schools By-Laws, Section 1.03 (15).
- A-5** I recommend that the Board approve the amended Best & Brightest Award Allocation Plan.

**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 month ending October 31, 2019 as required by the Sponsor.
- C-2 I recommend that the Board approve and ratify the Charter school monthly Disbursement Report for month ending October 31, 2019 as required by the Sponsor.
- C-3 I recommend that the Board approve and ratify the monthly financial statements for month ending October 31, 2019 as required by the Sponsor.
- C-4 I recommend the Board approve the amended STA Operating Budget for FY20.
- C-5 I recommend that the Board approve seeking three financing quotes in order to determine the financial impact of securing funding for the paint booth to be installed at SouthTech Academy's new campus.
- C-6 I recommend that the Board approve the SouthTech Funded Recognition Award Allocation Proposal.

**Emergency Items**

None.

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

- a. Suzanne Nicolini pulled Item A-1
- b. Diane Heinz pulled Item A-3

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

**Motion: Robert Kesten**

**Second: Russell Feldman**

**All in favor. Motion carries.**

**13. Approval of Each Pulled Item (Item-by Item) – James Notter**

- a. Suzanne Nicolini pulled Item A-1

- Ms. Nicolini inquired as to why there is a School Safety Officer listed on the SouthTech Preparatory Academy organizational chart but not on the charts for SouthTech Academy or SouthTech Success Center. Kathryn McInerney explained that the officer at SouthTech Academy/SouthTech Success Center is a School Resource Officer provided by the School District as part of the Charter agreement (contract employee).

**All in favor. Motion carries.**

- b. Diane Heinz pulled Item A-3

- Ms. Heinz wanted to know if we could use the inventory procedures to create a list of substandard equipment to track what needs to be replaced when that time comes. Kathryn McInerney explained that the policy for the CSP Grant only and that it is a federal requirement to have it put into our policies and procedures. The normal procedures for all of the equipment is to take inventory once a year and make a determination at that time as to what will stay and what will go.

**All in favor. Motion carries.**

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

**15. Introduction of Consent Agenda for SOUTHTECH PREPARATORY ACADEMY- James Notter**  
**Old Business**

None.

**Administrative Items**

- PA-1 I recommend that the Board approve the modified 2019 Organizational Chart effective as of today's date through March 2020 or until such time a modification or new chart is brought forward.
- PA-2 I recommend that the Board approve the changes to Board Policy 5.01 Student Selection and Enrollment.
- PA-3 I recommend that the Board approve the addition of two procedures to the Fiscal Policies and Procedures Manual.
- PA-4 I recommend that the Board approve to remove Aram Bloom from the Governing Board effect at this meeting, 12/12/2019, as per South Tech Schools By-Laws, Section 1.03 (15).

**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 month ending October 31, 2019 as required by the Sponsor.
- PC-2 I recommend that the Board approve and ratify the Charter school monthly Disbursement Report for month ending October 31, 2019 as required by the Sponsor.
- PC-3 I recommend that the Board approve and ratify the monthly financial statements for month ending

October 31, 2019 as required by the Sponsor.

**PC-4** I recommend the Board approve the elimination and reinstatement of the 5% salary reduction for one 220-day contract employee at 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 (Item-by Item) – N/A**

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

**20. Introduction of Consent Agenda for SOUTHTECH SUCCESS CENTER GOVERNING BOARD – James Notter**

**Old Business**

None.

**Administrative Items**

**SCA-1** I recommend that the Board approve the modified 2019 Organizational Chart effective as of today's date through March 2020 or until such time a modification or new chart is brought forward.

**SCA-2** I recommend that the Board approve the changes to Board Policy 5.01 Student Selection and Enrollment.

**SCA-3** I recommend that the Board approve the addition of two procedures to the Fiscal Policies and Procedures Manual.

**SCA-4** I recommend that the Board approve to remove Aram Bloom from the Governing Board effect at this meeting, 12/12/2019, as per South Tech Schools By-Laws, Section 1.03 (15).

**Personnel Items**

**SCB-1** 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 October 31, 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 October 31, 2019 as required by the Sponsor.

**SCC-3** I recommend that the Board approve and ratify the monthly financial statements for month ending October 31, 2019 as required by the Sponsor.

**SCC-4** I recommend the Board approve the amended STSC Operating Budget for FY20.

**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 (Item-by Item) – N/A**

**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 – Suzanne Nicolini, Alternate Chairperson**

- Ms. Nicolini stated that Eileen Turenne gave an update on some strategies being implemented to boost positivity with staff through recognition. Most recently an employee of the month parking space was added to the front parking lot. She also stated that there will be 50 students, almost half of the school, recognized at the celebration on December 13, 2019.

**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**

**27. Approval of STA SAC Consent Agenda Except for Items Pulled – N/A**

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

**29. Introduction of the SouthTech Success Center SAC Consent Agenda – None**

30. **Poll SAC for Items to be Pulled from the STSC SAC Consent Agenda for Comment or Questions – N/A**
31. **Approval of STSC SAC Consent Agenda Except for Items Pulled – N/A**
32. **Approval of Each Pulled Item (Item-by Item) – N/A**
33. **South Tech Preparatory Academy:**  
**School Improvement Steering Committee (SISC) Report – Ayesha Edmond, Chairperson was not in attendance; No Report**  
**Introduction of the SouthTech Preparatory Academy SAC Consent Agenda – Ayesha Edmond, Chairperson, was not in attendance; No Report**
34. **Poll SAC for Items to be Pulled from the STPA SAC Consent Agenda for Comment or Questions – N/A**
35. **Approval of STPA SAC Consent Agenda Except for Items Pulled – N/A**
36. **Approval of Each Pulled Item (Item-by Item) – N/A**
37. **Board Comments:** All board members wished everyone in attendance a Happy Holiday Season and thanked them for all that they are doing to keep SouthTech Schools successful.
38. **Motion to Adjourn:**  
**Robert Kesten motioned to adjourn at 4:09pm until the Regular Board meeting on January 16, 2020 at 7:00pm.**

Minutes Prepared by: \_\_\_\_\_ Approved by: \_\_\_\_\_  
Lisa DeVine James F. Notter

Date: \_\_\_\_\_ Date: \_\_\_\_\_

**SOUTHTECH CHARTER ACADEMY, INC.**  
**CONSENT AGENDA**  
**January 16, 2020**

**Old Business**

**None.**

**Administrative Items**

- A-1** I recommend that the Board approve the SouthTech Schools and SouthTech Charter Academy 2019-2020 calendar revisions.
- A-2** I recommend that the Board approve the donations for the period from December 12, 2019 to January 16, 2020.
- A-3** I recommend that the Board approve the Memorandum of Understanding between Boca Helping Hands and SouthTech Academy dated September 12, 2019.
- A-4** I recommend that the Board approve the Board Chair be authorized:
1. To continue with the language from the previous contract(s), where needed, in our negotiation of SouthTech Academy, Inc., Conversion Charter Contract. This contract is currently in the negotiation process with the District.
  2. To authorize mediation with the District and if necessary, filing of a Department of Administrative Hearings (DOAH) case over a contract dispute(s).

**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 month ending November 30, 2019 as required by the Sponsor.
- C-2** I recommend that the Board approve and ratify the Charter school monthly Disbursement Report for month ending November 30, 2019 as required by the Sponsor.
- C-3** I recommend that the Board approve and ratify the monthly financial statements for month ending November 30, 2019 as required by the Sponsor.

**Emergency Items**

**None.**



**Motion:**

I recommend that the Board approve the SouthTech Schools and SouthTech Academy 2019-2020 calendar revisions.

**Summary Information:**

There will be no school for students on Tuesday, March 17, 2020. The change was made to the School District of Palm Beach County calendar to accommodate the Presidential Preference Primary. March 17 will be a Duty/PDD day for teachers and staff. Students will return from Spring Break on Monday, March 30, rather than Tuesday, March 31. Also, the starting date for STA BQ7 was changed to March 30, 2020 and all senior tentative dates were changed.

Attachments: STS and STA Calendar 2019-2020

**Presented By:**

James Notter, Board Chair

**Financial Impact:**

There is no financial impact for this item.

JULY 2019				
MON	TUE	WED	THU	FRI
1 School Closed	2 School Closed	3 School Closed	4 School Closed HOLIDAY	5 School Closed
8 School Closed	9 School Closed	10 School Closed	11 School Closed	12 School Closed
15	16	17	18	19 School Closed 4 Day Week
Floating Week for all 220 Employees Contract ONLY				
22 Begin 220 A, I, IS, NI 210-I 213-I	23	24 <b>SAM</b>	25 <b>RECRUITMENT OPEN HOUSE</b>	26 School Closed 4 Day Week
29 Begin 202-I	30	31		

OCTOBER 2019				
MON	TUE	WED	THU	FRI
	1	2	3	4
7	8	9 HOLIDAY ALL	10 Midterm Exams P1-P2 Students Early Dismissal <b>DHM / SISC Board Meeting</b>	11 Midterm Exams P3-P4 Students Early Dismissal
14 <b>Make up Students Early Dismissal End Grading Period 2</b>	15 <b>Begin Grading Period 3</b>	16	17	18 No Students Teacher Work Day <b>FACM/LTM BTAP / SAM</b>
21 <b>Report Card Distribution</b>	22	23	24	25
28	29 <b>RECRUITMENT OPEN HOUSE</b>	30	31	

JANUARY 2020				
MON	TUE	WED	THU	FRI
		1 HOLIDAY ALL	2 HOLIDAY ALL	3 HOLIDAY ALL
6 No Students Teacher Work Day <b>FACM/LTM BTAP / SAM</b>	7 <b>Begin Grading Period 5 Begin 2nd Semester</b>	8	9	10 <b>Report Card Distribution</b>
13	14	15	16 <b>DHM / SISC Board Meeting</b>	17
20 HOLIDAY ALL	21	22 <b>FACM</b>	23	24
27	28 <b>PARENT NIGHT/ Parent Training</b>	29	30	31

AUGUST 2019				
MON	TUE	WED	THU	FRI
			1 <b>SAM</b> Begin 191-IS	2 School Closed 4 Day Week
5 Pre-School Begin 196-I <b>FACM/LTM BTAP</b>	6 Pre-School New Student Orientation	7 Pre-School	8 Pre-School <b>DHM Board Meeting</b>	9 Pre-School <b>BTAP</b>
12 <b>STUDENTS FIRST DAY Begin 1st Semester Begin Grading Period 1</b>	13	14	15 <b>ADULT ED RECRUITMENT OPEN HOUSE</b>	16
19	20	21	22	23
26	27	28	29	30

NOVEMBER 2019				
MON	TUE	WED	THU	FRI
				1
4	5	6	7 <b>SUMMIT</b>	8
11 No Students Teacher Work Day <b>FACM/LTM BTAP / SAM</b>	12	13	14 End Grading Period 3 <b>DHM / SISC Board Meeting</b>	15 <b>Begin Grading Period 4</b>
18 <b>FACM</b>	19	20	21	22 <b>Report Card Distribution</b>
25 HOLIDAY ALL	26 HOLIDAY ALL	27 HOLIDAY ALL	28 HOLIDAY ALL	29 HOLIDAY ALL

FEBRUARY 2020				
MON	TUE	WED	THU	FRI
3	4	5	6	7
10	11	12 <b>Begin Grading Period 5</b>	13 <b>Begin Grading Period 6 DHM/SISC Board Meeting</b>	14
Tentative Regional SkillsUSA Competition				
17	18	19 <b>FACM Report Card Distribution</b>	20	21
24	25	26	27 <b>RECRUITMENT OPEN HOUSE</b>	28 No Students Teacher Work Day <b>FACM/LTM/ BTAP/SAM</b>

SEPTEMBER 2019				
MON	TUE	WED	THU	FRI
2 HOLIDAY ALL	3	4 <b>PARENT NIGHT/ TITLE I</b>	5	6
9	10 <b>End Grading Period 1</b>	11 <b>Begin Grading Period 2</b>	12	13
16	17 <b>DHM/SISC Annual / Regular Governing Board Meeting</b>	18 <b>Report Card Distribution</b>	19	20
23	24 <b>College FAIR/Parent Training</b>	25 <b>FACM</b>	26	27
30 HOLIDAY ALL				

DECEMBER 2019				
MON	TUE	WED	THU	FRI
2	3	4	5 <b>Adult Ed RECRUITMENT OPEN HOUSE</b>	6
9	10	11	12 <b>Students Early Dismissal Staff Luncheon DHM/SISC Board Meeting</b>	13
16	17	18 <b>FACM Final Exams-Sem. 1 P1-P2 Students Early Dismissal</b>	19 <b>Final Exams-Sem. 1 P3-P4 Students Early Dismissal</b>	20 <b>End 1st Semester Students Early Dismissal Period 4 Makeup Day</b>
23 HOLIDAY ALL	24 HOLIDAY ALL	25 HOLIDAY ALL	26 HOLIDAY ALL	27 HOLIDAY ALL
30 HOLIDAY ALL	31 HOLIDAY ALL			

MARCH 2020				
MON	TUE	WED	THU	FRI
2	3	4	5	6
9	10	11 <b>ADULT ED RECRUITMENT OPEN HOUSE</b>	12 <b>SISC Board Meeting</b>	13
16	17 No Students Teacher Work Day <b>FACM/LTM/ BTAP/SAM</b>	18 <b>Midterm Exams P1-P2 Students Early Dismissal</b>	19 <b>Midterm Exams P3-P4 Students Early Dismissal FACM/ DHM</b>	20 <b>Exams Make-up Students Early Dismissal End Grading Period 6</b>
23 HOLIDAY ALL	24 HOLIDAY ALL	25 HOLIDAY ALL	26 HOLIDAY ALL	27 HOLIDAY ALL
30 <b>Begin Grading Period 7</b>	31			

# School Calendar 2019-2020

APRIL 2020				
MON	TUE	WED	THU	FRI
		1 FSA	2 FSA	3 FSA Report Card Distribution
6 FSA	7 FSA DHM/ SISC Board Meeting	8 FSA	9 FSA	10 HOLIDAY ALL
13 FSA	14 FSA	15 FSA	16 FSA	17 FSA
20 FSA	21 FSA	22 FSA FACM	23 FSA RECRUITMENT OPEN HOUSE	24 FSA
27 FSA	28 FSA	29	30 End Grading Period 7	
Tentative State SkillsUSA Competition				

# SOUTH TECH ACADEMY

MAY 2020				
MON	TUE	WED	THU	FRI
				1 Begin Grading Period 8
4	5	6	7 Report Card Distribution	
11 Senior Exams	12 Senior Exams	13 Senior Grades Make-Up	14 DHM / SISC Board Meeting	15
18	19	20 Senior Check Out Senior Graduation Rehearsal	21	22
25 HOLIDAY ALL	26	27 DHM Final Exams - Sem. 2 - P1-P2 Students Early Dismissal Senior Graduation	28 Final Exams - Sem. 2 P3-P4 Students Early Dismissal	29 Final Exams Make Up - Sem. 2 Students Early Dismissal STUDENTS LAST DAY End Grading Period 8

BOARD APPROVED 02.14.2019 - **REVISED 01.09.2020**

JUNE 2020				
MON	TUE	WED	THU	FRI
1 EMD Post School BTAP/ FACM End 196-I 191-IS	2 EMD End 202-I	3 EMD	4 EMD	5 EMD End 210-I
8 EMD	9 EMD	10 EMD Report Cards Mailed After June 10, 2020 End 213-I	11	12 School Closed 4 Day Week
15	16 Board Meeting	17	18	19 School Closed 4 Day Week End 220-A, LIS, NI
22 School Closed	23 School Closed	24 School Closed	25 School Closed	26 School Closed
Tentative National SkillsUSA Competition				
29	30			

Grade 9-12 School Hours 7:00 AM to 1:45 PM

HOLIDAYS				
Date	Holiday	A/NI	IS	I/A
July 04, 2019	Independence Day	X	X	X
Sep 02, 2019	Labor Day	X	X	PD
Sep 30, 2019	Fall Holiday	X	X	X
Oct 09, 2019	Fall Holiday	X	X	X
Nov 25-29, 2019	Thanksgiving Holidays	X	X	1 PD
Dec 23, 2019 - Jan 3, 2020	Winter Break	X	X	2 PD
Jan 20, 2020	M. L. King's Birthday	X	X	PD
Mar 23-27, 2020	Spring Break	X	X	X
Apr 10, 2020	Spring Holiday	X	X	X
May 25, 2020	Memorial Day	X	X	PD

Employee Contract Periods			
Employee Group	Begin Date	End Date	# of Days
Administration (A)	Jul 22, 2019	Jun 19, 2020	220 Days
Non-Instructional (NI, IS)	Jul 22, 2019	Jun 19, 2020	220 Days
Instructional Support (IS)	Aug 02, 2019	Jun 01, 2020	191 Days
Instructional (I) (6 PD Holidays)	Jul 22, 2019 Jul 22, 2019 Jul 22, 2019 Jul 29, 2019 Aug 05, 2019	Jun 19, 2020 Jun 10, 2020 Jun 05, 2020 Jun 02, 2020 Jun 01, 2020	220 Days 213 Days 210 Days 202 Days 196 Days

Teacher Work Days - Pre/Post School	
Oct 18, 2019 Nov 08, 2019 Jan 06, 2020 Feb 28, 2020 March 30, 2020	August 05 - 09, 2019 (STA / STSC Pre-School) June 01, 2020 (Post School)
EMD - Emergency Make-Up Days	
June 01, 2020 June 02, 2020 June 03, 2020 June 04, 2020 June 05, 2020	June 08, 2020 June 09, 2020 June 10, 2020 June 11, 2020 June 12, 2020
Board Meeting/Workshop @ 7:00PM ~ with Administration and Public	
LTM Learning Team Meeting with Instructional Staff	
BTAP Beginning Teacher Assistance Program Meeting with Administration	
DHM Department Head Meeting with Administration	
FACM Faculty Meeting with Instr. Staff, Guidance and Administration	
SAM System Administrators Meeting @ 8:00AM with Administration and Managers	
Recruitment Open House / Parent Night @ 6:30PM with All Employees	
SISC School Improvement Steering Committee @ 6:00PM with Administration and Public	
NOTE: Advisory Committee Meetings of academy teachers and local business/industry volunteers occur 4 times a year and date is decided upon by the participants	

Student Attendance Days			
Period	Begins	Ends	# of Days
BQ1	Aug 12, 2019	Sep 10, 2019	21
BQ2	Sept 11, 2019	Oct 14, 2019	22
BQ3	Oct 15, 2019	Nov 14, 2019	21
BQ4	Nov 15, 2019	Dec 20, 2019	21
BQ5	Jan 07, 2020	Feb 12, 2020	26
BQ6	Feb 13, 2020	Mar 20, 2020	25
BQ7	Mar 30, 2020	Apr 30, 2020	23
BQ8	May 01, 2020	May 29, 2020	20
Report Card Distribution Dates			
Grading Period	Distribution Dates		
BQ1	Sep 18, 2019		
BQ2	Oct 21, 2019		
BQ3	Nov 22, 2019		
BQ4	After EOC scores arrive		
BQ5	Feb 19, 2020		
BQ6	Apr 03, 2020		
BQ7	May 07, 2020		
BQ8	Mailed after Jun 12, 2020		

Employees work 10 Hr Days M-Th and Friday school is closed

Floating Week for all 220 Employees Contract ONLY

FSA FLORIDA STANDARDS ASSESSMENTS (No off-campus Activities, W/O Prior Admin Approval)

JULY 2019				
MON	TUE	WED	THU	FRI
1 School Closed	2 School Closed	3 School Closed	4 School Closed HOLIDAY	5 School Closed
8 School Closed	9 School Closed	10 School Closed	11 School Closed	12 School Closed
15	16	17	18	19 School Closed 4 Day Week
Floating Week for all 220 Employees Contract ONLY				
22 Begin 220 A, I, IS, NI 210-I 213-I	23	24 SAM STP ~ RECRUITMENT OPEN HOUSE	25 STA/STSC~ RECRUITMENT OPEN HOUSE	26 School Closed 4 Day Week
29 Begin 202-I	30	31		

OCTOBER 2019				
MON	TUE	WED	THU	FRI
	1	2	3	4
7	8 SISC~ STP	9 HOLIDAY ALL	10 SISC~ STA/ STSC Board Meeting	11
14	15 STA/STCS ~ Fall Training for Parents	16	17	18 No Students Teacher Work Day SAM
21	22	23 STP~ Fall Training for Parents	24	25
28	29 STA/STCS~ RECRUITMENT OPEN HOUSE	30	31	

JANUARY 2020				
MON	TUE	WED	THU	FRI
		1 HOLIDAY ALL	2 HOLIDAY ALL	3 HOLIDAY ALL
6 No Students Teacher Work Day SAM	7 Begin 2nd Semester	8	9	10
13	14	15	16 SISC~ STA/STSC Board Meeting	17
20 HOLIDAY ALL	21	22 SISC~STP STP~ RECRUITMENT OPEN HOUSE	23	24
27	28 STA/STSC PARENT NIGHT/ Parent Training	29	30	31

AUGUST 2019				
MON	TUE	WED	THU	FRI
			1 SAM Begin 191-15 STP-Begin 197-I	2 School Closed 4 Day Week
5 Pre-School Begin 196-I	6 Pre-School New Student Orientation STA/STSC	7 Pre-School New Student Orientation STP	8 Pre-School Board Meeting	9 Pre-School
12 STUDENTS FIRST DAY Begin 1st Semester	13	14	15 ADULT ED RECRUITMENT OPEN HOUSE	16
19	20	21	22	23
26	27	28 STP ~ SISC/ MEET THE TEACHWR PARENT NIGHT/TITLE I	29	30

NOVEMBER 2019				
MON	TUE	WED	THU	FRI
				1
4	5	6 SISC~ STP	7 SUMMIT	8
11 No Students Teacher Work Day SAM	12	13	14 SISC~ STA/STSC Board Meeting	15
18	19	20	21	22
25 HOLIDAY ALL	26 HOLIDAY ALL	27 HOLIDAY ALL	28 HOLIDAY ALL	29 HOLIDAY ALL

FEBRUARY 2020				
MON	TUE	WED	THU	FRI
3	4	5	6	7
10	11	12	13 SISC~ STA/STSC Board Meeting	14
Tentative Regional SkillsUSA Competition				
17	18	19 STP~ PARENT NIGHT/ Parent Training	20	21
24	25	26	27 STA/STSC RECRUITMENT OPEN HOUSE	28 No Students Teacher Work Day

SEPTEMBER 2019				
MON	TUE	WED	THU	FRI
2 HOLIDAY ALL	3	4 STA/STSC ~ PARENT NIGHT/ TITLE I	5	6
9	10	11	12	13
16	17 SISC~ STA SISC ~ STCS Annual / Regular Governing Board Meeting	18	19	20
23	24 College FAIR	25 STP ~ RECRUITMENT OPEN HOUSE	26	27
30 HOLIDAY ALL				

DECEMBER 2019				
MON	TUE	WED	THU	FRI
2	3	4	5 Adult Ed RECRUITMENT OPEN HOUSE	6
9	10	11	12 SISC~ STA/STSC Board Meeting Early Dismissal	13
16	17	18	19	20 End 1st Semester
23 HOLIDAY ALL	24 HOLIDAY ALL	25 HOLIDAY ALL	26 HOLIDAY ALL	27 HOLIDAY ALL
30 HOLIDAY ALL	31 HOLIDAY ALL			

MARCH 2020				
MON	TUE	WED	THU	FRI
2	3	4	5	6
9	10	11 SISC ~ STP	12 SISC~ STA/STSC Board Meeting	13
16	17 No Students Teacher Work Day SAM	18	19 ADULT ED RECRUITMENT OPEN HOUSE	20
23 HOLIDAY ALL	24 HOLIDAY ALL	25 HOLIDAY ALL	26 HOLIDAY ALL	27 HOLIDAY ALL
30	31			

APRIL 2020				
MON	TUE	WED	THU	FRI
		1	2	3
6	7 SISC~ STA/STSC Board Meeting	8 SISC ~ STP	9	10 HOLIDAY ALL
13	14	15 STP ~ RECRUITMENT OPEN HOUSE	16	17
20	21	22	23 STA/STSC RECRUITMENT OPEN HOUSE	24
27	28	29	30	
Tentative State SkillsUSA Competition				

MAY 2020				
MON	TUE	WED	THU	FRI
				1
4	5	6	7	8
11	12	13	14 SISC~ STA/STSC Board Meeting	15
18	19	20	21	22
25 HOLIDAY ALL	26	27 STP ~ 8th Grade Graduation STA ~ Senior Graduation	28	29 End 2nd Semester STUDENTS LAST DAY

JUNE 2020				
MON	TUE	WED	THU	FRI
1 EMD Post School 191-1S 196-1	2 EMD End 202-I	3 EMD	4 EMD	5 EMD End 210-I
8 EMD	9 EMD	10 EMD End 213-I	11	12 School Closed 4 Day Week
15	16 Board Meeting	17	18	19 School Closed 4 Day Week End 220-A,I,IS, NI
22 School Closed	23 School Closed	24 School Closed	25 School Closed	26 School Closed
Tentative National SkillsUSA Competition				
29	30			

Grade 9-12 School Hours 7:00 AM to 1:45 PM

Grade 9 School Hours 7:00 AM to 1:45 PM

Grade 6-8 Grades School Hours 9:00 AM to 3:45 PM

## STA/STSC ~ Student Attendance Days

## STA/STSC ~ Report Card Distribution Dates

## STP ~ Student Attendance Days

## STP ~ Report Card Distribution Dates

Period	Begins	Ends	# of Days
BQ1	Aug 12, 2019	Sep 10, 2019	21
BQ2	Sept 11, 2019	Oct 14, 2019	22
BQ3	Oct 15, 2019	Nov 14, 2019	21
BQ4	Nov 15, 2019	Dec 20, 2019	21
BQ5	Jan 07, 2020	Feb 12, 2020	26
BQ6	Feb 13, 2020	Mar 20, 2020	25
BQ7	Mar 30, 2020	Apr 30, 2020	23
BQ8	May 01, 2020	May 29, 2020	20

Grading Period	Distribution Dates
BQ1	Sep 18, 2019
BQ2	Oct 21, 2019
BQ3	Nov 22, 2019
BQ4	After EOC scores arrive
BQ5	Feb 19, 2020
BQ6	Apr 03, 2020
BQ7	May 07, 2020
BQ8	Mailed after Jun 10, 2020

Period	Begins	Ends	# of Days
Q1	Aug 12, 2019	Oct 17, 2019	46
Q2	Oct 21, 2019	Dec 20, 2019	39
Q3	Jan 07, 2020	Mar 16, 2020	48
Q4	Mar 18, 2020	May 29, 2020	46

Grading Period	Distribution Dates
Q1	October 29, 2019
Q2	Jan 16, 2020
Q3	April 08, 2020
Q4	Mailed after Jun 10, 2020

## Scheduled Meetings

Board Meeting/Workshop @ 7:00PM ~ with Administration and Public
LTM Learning Team Meeting with Instructional Staff
BTAP Beginning Teacher Assistance Program Meeting with Administration
DHM Department Head Meeting with Administration
FACM Faculty Meeting with Instr. Staff, Guidance and Administration
SAM System Administrators Meeting @ 8:00AM with Administration and Managers
Recruitment Open House / Parent Night @ 6:30PM with All Employees
SISC School Improvement Steering Committee @ 6:00PM with Administration and Public
PEP Personal Educational Plan with administration and admissions
NOTE: Advisory Committee Meetings of academy teachers and local business/industry volunteers occur 4 times a year and date is decided upon by the participants



Employees work 10 Hr Days M-Th and Friday school is closed



Floating Week for all 220 Employees Contract ONLY

## Employee Contract Periods

Employee Group	Begin Date	End Date	# of Days
Administration (A)	Jul 22, 2019	Jun 19, 2020	220 Days
Non-Instructional (NI, IS)	Jul 22, 2019	Jun 19, 2020	220 Days
Instructional Support (IS)	Aug 02, 2019	Jun 01, 2020	191 Days
Instructional (I) (6 PD Holidays)	Jul 22, 2019 Jul 22, 2019 Jul 22, 2019 Jul 29, 2019 Aug 05, 2019	Jun 19, 2020 Jun 10, 2020 Jun 05, 2020 Jun 02, 2020 Jun 01, 2020	220 Days 213 Days 210 Days 202 Days 196 Days

## HOLIDAYS

Date	Holiday	A/NI	IS	I/A
July 04, 2019	Independence Day	X	X	X
Sep 02, 2019	Labor Day	X	X	PD
Sep 30, 2019	Fall Holiday	X	X	X
Oct 09, 2019	Fall Holiday	X	X	X
Nov 25-29, 2019	Thanksgiving Holidays	X	X	1 PD
Dec 23, 2019 - Jan 3, 2020	Winter Break	X	X	2 PD
Jan 20, 2020	M. L. King's Birthday	X	X	PD
Mar 23-27, 2020	Spring Break	X	X	X
Apr 10, 2020	Spring Holiday	X	X	X
May 25, 2020	Memorial Day	X	X	PD

## Teacher Work Days - Pre/Post School

Oct 18, 2019	August 01-09, 2019 (STP Pre-School)
Nov 08, 2019	August 05-09, 2019 (STA / STSC Pre-School)
Jan 06, 2020	June 01, 2020 (Post School)
Feb 28, 2020	
March 30, 2020	

## EMD - Emergency Make-Up Days

June 01, 2020	June 08, 2020
June 02, 2020	June 09, 2020
June 03, 2020	June 10, 2020
June 04, 2020	June 11, 2020
June 05, 2020	June 12, 2020

**Motion:**

I recommend that the Board approve the donations for the period from December 12, 2019 to January 16, 2020.

**Summary Information:**

In following Board Policies 6.104 and 6.1041, these donations are brought forth for Board approval.

Attachments: Donations

**Presented By:**

James Notter, Board Chair

**Financial Impact:**

The financial impact for this item varies depending on the various items donated.

# South Tech Academy Donations For The Governing Board

## Donations

### Cash

<u>First Name</u>	<u>Last Name</u>	<u>Business</u>	<u>Date</u>	<u>Contributions</u>
		Warton-Smith, Inc.	12/1/2019	\$2,000.00

### Non-Cash

<u>First Name</u>	<u>Last Name</u>	<u>Business</u>	<u>Date</u>	<u>Contributions</u>
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## Marketable Donations

<u>First Name</u>	<u>Last Name</u>	<u>Business</u>	<u>Date</u>	<u>Contributions</u>
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**Motion:**

I recommend that the Board approve the Memorandum of Understanding between Boca Helping Hands and SouthTech Academy dated September 12, 2019.

**Summary Information:**

The purpose of the Memorandum of Understanding is to outline the objectives and key parameters of the relationship between Boca Helping Hands (BHH) and SouthTech Academy (STA), provide a detailed description of the Medical Billing and Coding and Hospitality Programs, and outline the mutual goals that will underlie the relationship between BHH and STA.

Attachments: Memorandum of Understanding between Boca Helping Hands and SouthTech Academy

**Presented By:**

Eric Messmer, Principal of SouthTech Adult Education

**Financial Impact:**

Financial impact varies from one adult term to the next. Boca Helping Hands has been instrumental in directing students to both our Food Service & Hospitality program and our Medical Coding & Billing program. The overall financial impact has been positive for SouthTech Adult Education.

# **Memorandum of Understanding between Boca Helping Hands and South Tech Academy**

September 12<sup>th</sup>, 2019

## **I. Purpose**

1. The purpose of this Memorandum of Understanding is to outline the objectives and key parameters of our relationship, the Medical Billing and Coding and Hospitality Programs, and the mutual goals that will underlie the relationship between Boca Helping Hands (BHH) and South Tech Academy (STA).
2. The purpose of the Job Training Programs at BHH
  - a. Medical Billing and Coding
    - i. The Purpose of the current Medical Billing and Coding Job Training Program is to help students obtain their CPC certification or a career in the Coding industry.
  - b. Hospitality
    - i. The Purpose of the current Hospitality Job Training Program is to help students obtain their Safe Staff and TIPS certifications as a foundation for a career in the Hospitality industry.
3. The Medical Billing and Coding and Hospitality Job Training Programs at BHH will be provided in three Phases as follows:
  - a. Phase 1
    - i. Job Readiness Skills Training: Students are required to complete the one week Job Readiness Skills Training currently provided Monday to Friday 9 am to 4 pm. The training consists of soft skills related to emotional intelligence, motivation, personality types, effective communication, critical thinking, networking, confidence building, SWOT analysis, workplace ethics, managing stress, pressure, conflict and cultural diversity.
  - b. Phase 2
    - i. Medical Billing and Coding and Hospitality Training to be provided by South Tech Academy. Expectations and requirements are detailed below.
  - c. Phase 3
    - i. Job Mentoring: Students return to BHH to work with a Job Mentor who will help prepare the student for employment. Job Mentors work with students on resumes, cover letters, interview skills, job searching skills and other issues or challenges the student might need to overcome to be ready for employment. BHH does not guarantee students a job as BHH is not an employment agency.

## **II. Recruiting and Admissions**

1. Boca Helping Hands will compile and screen a group of students to enter the programs based on the following guidelines.
  - a. All applicants must be Florida residents who are 18 years or older, have a driver's license, have reliable transportation, are able to pass a criminal and driving record check, have at least a high school diploma (or GED) and who can complete the Job Training Program in English. Applicants may also be required to meet additional requirements such as meeting financial need eligibility criteria established by BHH and paying a refundable deposit to BHH to confirm student participation in the program.

# **Memorandum of Understanding between Boca Helping Hands and South Tech Academy**

- b. The BHH screening of students will consist of an initial screening with the BHH Job Training Admissions and Care Coordinator, an interview at BHH, conducting a level-2 criminal background check and DMV driver history check.
  - c. BHH will conduct outreach to recruit students for the Job Training Programs in conjunction with recruitment efforts by South Tech Academy.
- 2. Admission decisions into the Job Training Program are made solely by BHH. STA will be informed prior to the start of BHH's Phase one training of the number of students expected to participate in each class and this number will be confirmed during BHH's Phase one training.
- 3. Applicants who meet criteria established by BHH for admission into the Job Training Program will be allowed by South Tech Academy to participate in the program and will be admitted into the Medical Billing and Coding or Hospitality Program at STA.
- 4. Students must successfully complete and graduate from BHH's Phase 1 before progressing to Phase 2 at STA. The successful completion of Phase 1 will be determined by BHH. BHH reserves the right to pull students out of the program who are not a good fit for the program or who fail to comply with program requirements. BHH will not be financially liable for tuition or related expenses if a student is pulled from the program by BHH or STA prior to and up to the first day of classes at STA.

## **III. Invoicing and Payment**

- 1. STA will inform BHH of the exact costs associated with each term of the Medical Billing and Coding Program at the beginning of the academic year. Invoices will be issued per student for each term and will include tuition payments, certification fees as well as any other mutually agreed costs to be paid by BHH. BHH will have the option to pay tuition for each term on the first day (Monday) of the given term. Invoices may be paid by check or credit card, in person or over the phone by credit card.
  - a. STA will provide BHH with the names and ISBN numbers of textbooks associated with each term. South Tech Academy will inform BHH of any updates or changes made to the book list throughout the year. BHH will be responsible for purchasing all textbooks for registered students.
  - b. STA will provide BHH with the information, dates and costs associated with obtaining the CPC certification and any other certifications associated with the program prior to the examination.

STA will inform BHH of the cost per student for the Hospitality program at the beginning of the academic year. BHH will pay for the tuition during the week of South Tech Academy's registration. BHH will be able to pay by check in person or by mail or over the phone by credit card.

- 2. If a refund or a credit is owed to BHH, such refund or credit will be processed within 30 days of request.
- 3. BHH will not be responsible for recruiting any minimum number of students per class for the Medical Billing and Coding Program. BHH understands that STA does require a minimum number of students in order to run the program.
- 4. BHH is responsible for registering a minimum of seven (7) students per class for the Hospitality Program.

## **IV. Scheduling, Instruction and Costs**

- 1. STA will set the schedule for classes they offer and will inform BHH of the schedule and any anticipated changes. This includes, but is not limited to, policy and procedure

## **Memorandum of Understanding between Boca Helping Hands and South Tech Academy**

changes for both Medical Billing and Coding and Hospitality programs. BHH and STA may make recommendations to each other to help facilitate students' successful completion of the Job Training Program.

- a. STA will provide BHH with its schedule of classes for the upcoming year, as soon as the schedule is available.
  - b. Both BHH and STA will collaborate throughout the duration of each student's participation in the BHH Job Training Program, including on the front end for the student recruitment and at the back end to help students find employment. Both parties will keep each other informed of the student's progress, including program and certification completion and employment status.
  - c. South Tech Academy will provide at no cost to BHH an electronic or printed copy of course materials for BHH's review and record keeping.
2. BHH's training at STA will consist of the following for each program
- a. Hospitality – 12 weeks of instruction, held twice a week on Monday and Wednesday evenings from 5:45 pm to 8:45 pm. Tuition for the program will be \$350 per student.
    - i. STA will be informed of the number of students expected to begin Phase 2 during the registration period.
    - ii. All student graduation documents, including Safe Staff and TIPS certification documents, will be provided to BHH via email. STA is responsible for providing the certifications to the students.
    - iii. STA agrees to provide BHH with periodic updates on student progress. STA will further help BHH support the students by informing BHH of any issues or challenges being experienced by students throughout BHH's Phase 2.
    - iv. STA will further help BHH support the students by informing BHH of any issues or challenges being experienced by the students throughout their training at STA. Students will gain support from BHH's Job Training Admissions and Care Coordinator to try to overcome their challenges or be referred to community resources.
  - b. Medical Billing and Coding– Six separate classes, each being over a six week period.
  - c. Classes are typically held on Monday and Wednesday evenings from 6 pm to 9 pm but can be subject to change by STA. Tuition for the program will be at a cost determined by STA and communicated to BHH at the beginning of the 2020 school year - broken down by student, per term.
    - i. STA will be informed of the number of students expected to begin BHH's Phase 2 during registration for the first term of the Medical Billing and Coding program. BHH will not add additional students to the program after the first tuition payment is made for the initial class - unless otherwise agreed upon by both parties.
    - ii. BHH will be informed of any policy, procedural, textbook, or other significant changes made to the program as they become known to STA.

## **Memorandum of Understanding between Boca Helping Hands and South Tech Academy**

- iii. BHH will be informed with a minimum of two weeks' notice by STA when students should be signed up for their certification exams and the associated costs that will be incurred.
  - iv. BHH will be informed of class start and end dates and textbooks needed at the beginning of the school year.
  - v. STA will provide costing information of upcoming tuition in advance of the registration period.
  - vi. STA will provide BHH with student completion certifications at the end of term.
  - vii. STA will provide BHH with periodic updates on the students' progress.
3. STA will provide BHH with any updated tuition costs for the Medical Billing and Coding and Hospitality 2020 programs by January 1<sup>st</sup> 2020. Instructional program and pace of instruction will be left to the discretion of STA. Instruction formats may vary on a case by case basis per student.
  4. The primary BHH contacts will be Ariella Bloch, The Job Training Admissions and Care Coordinator and Trina Chin Cheong, Director of Programs at Boca Helping Hands. The primary contact at STA will be designated by STA upon confirmation of the MOU.
  5. Students must generally complete their Hospitality program within 12 weeks and the Medical Billing and Coding program within 40 weeks.
  6. The student will be responsible for paying any additional training required, above what is included in the training package purchased by BHH
  7. This Memorandum of Understanding will have a term of one year and will auto renew unless changes are agreed upon by both parties or cancelled with at least 30 days prior notice.

X \_\_\_\_\_

South Tech Academy Representative

\_\_\_\_\_

Date

X \_\_\_\_\_

Boca Helping Hands – Executive Director

\_\_\_\_\_

Date

X \_\_\_\_\_

Boca Helping Hands – Director of Programs

\_\_\_\_\_

Date

**Motion:**

I recommend that the Board approve the Board Chair be authorized:

1. To continue with the language from the previous contract(s), where needed, in our negotiation of SouthTech Academy, Inc., Conversion Charter Contract. This contract is currently in the negotiation process with the District.
2. To authorize mediation with the District and if necessary, filing of a Department of Administrative Hearings (DOAH) case over a contract dispute(s).

**Summary Information:**

The District and SouthTech Schools resumed Charter Contract negotiations on Wednesday, January 8, 2020.

As part of the negotiation process, our negotiation team requests the above authority, as needed, for dispute resolution.

**Presented By:**

James Notter, Board Chair and Negotiation Team member

**Financial Impact:**

Estimate \$25,000, if SouthTech prevails the School District would be required to pay this amount back.

**Motion:**

I recommend that the Board approve the Personnel Actions for the previous month

**Summary Information:**

This item covers Personnel actions for the previous month, including any resignations, terminations, and new hires.

Attachments: Personnel Actions List

**Presented By:**

James Notter, Board Chair

**Financial Impact:**

The financial impact for this item is indicated on the individual contracts of new hires.

**SOUTH TECH ACADEMY  
PERSONNEL ACTIONS  
January 2020**

<b><u>Personnel Action</u></b>	<b><u>Employee Name</u></b>	<b><u>Position</u></b>	<b><u>Effective Date</u></b>
--------------------------------	-----------------------------	------------------------	------------------------------

**New Hires/ Transfers**

New Hire:

Samatha Schmitt

Science Instructor

1/6/2020

**Resignations/Terminations**

**Retirement/Leave of Absence**

NONE



**Motion:**

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

**Summary Information:**

The Charter school is required to submit to the Sponsor district several financial documents on an ongoing basis. Monthly bank reconciliations are one such requirement.

The Charter school maintains several accounts in order to maximize the earnings potential of the funding provided while maintaining liquidity to meet day-to-day operations. Review of these accounts takes place on a daily basis by the Charter business staff. Monthly reconciliations are performed as good accounting practice and published here to fulfill Sponsor requirements.

Attachments: Reconciliation Spreadsheets and Bank Statements

**Presented By:**

James Notter, Board Chair

**Financial Impact:**

There is no financial impact related to this item.

11:49 AM

12/10/19

**South Tech Charter Academy, Inc**  
**Reconciliation Summary**  
**1111 · South Tech Operating 2973, Period Ending 11/30/2019**

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	Nov 30, 19
<b>Beginning Balance</b>	339,612.92
<b>Cleared Transactions</b>	
Checks and Payments - 72 Items	-948,663.83
Deposits and Credits - 25 Items	1,045,085.12
<b>Total Cleared Transactions</b>	96,421.29
<b>Cleared Balance</b>	<b>436,034.21</b>
<b>Uncleared Transactions</b>	
Checks and Payments - 31 Items	-153,366.11
<b>Total Uncleared Transactions</b>	-153,366.11
<b>Register Balance as of 11/30/2019</b>	<b>282,668.10</b>
<b>New Transactions</b>	
Checks and Payments - 26 Items	-197,397.11
Deposits and Credits - 5 Items	700,385.68
<b>Total New Transactions</b>	502,988.57
<b>Ending Balance</b>	<b>785,656.67</b>

## South Tech Charter Academy, Inc

## Reconciliation Detail

1111 - South Tech Operating 2973, Period Ending 11/30/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						339,612.92
Cleared Transactions						
Checks and Payments - 72 items						
Bill Pmt -Check	09/24/2019	6960	Terry, William	X	-320.00	-320.00
Bill Pmt -Check	09/24/2019	6942	Moran, Lynn	X	-320.00	-640.00
Bill Pmt -Check	09/24/2019	6918	Berkheimer, Linda	X	-320.00	-960.00
Bill Pmt -Check	09/26/2019	6989	Rodriguez, Anthony	X	-355.00	-1,315.00
Bill Pmt -Check	10/16/2019	7061	Lovelie Antoine	X	-30.00	-1,345.00
Bill Pmt -Check	10/24/2019	7071	Newsela	X	-8,500.00	-9,845.00
Bill Pmt -Check	10/24/2019	7066	GovConnection, Inc	X	-4,853.40	-14,698.40
Bill Pmt -Check	10/24/2019	7078	US Postal Service	X	-1,669.16	-16,367.56
Bill Pmt -Check	10/24/2019	7067	Great American Fin...	X	-1,303.70	-17,671.26
Bill Pmt -Check	10/24/2019	7075	Staples Advantage	X	-450.48	-18,121.74
Bill Pmt -Check	10/24/2019	7062	AT&T	X	-366.49	-18,488.23
Bill Pmt -Check	10/24/2019	7073	Pocket Nurse	X	-303.93	-18,792.16
Bill Pmt -Check	10/24/2019	7074	South Tech Academy	X	-272.00	-19,064.16
Bill Pmt -Check	10/24/2019	7079	Office Depot	X	-208.63	-19,272.79
Bill Pmt -Check	10/24/2019	7077	Sun Sentinel	X	-97.65	-19,370.44
Bill Pmt -Check	10/24/2019	7063	BJS	X	-55.00	-19,425.44
Bill Pmt -Check	10/24/2019	7070	Neofunds by Neopost	X	-7.23	-19,432.67
Bill Pmt -Check	10/30/2019	7084	Pemco & Co, LLC	X	-55,000.00	-74,432.67
General Journal	10/31/2019	2030	Florida Retirement S...	X	-69,458.82	-143,891.49
Check	11/01/2019	EFT	FDGL	X	-35.28	-143,926.77
Check	11/04/2019	EFT	Merchant Service Fee	X	-318.68	-144,245.45
Check	11/04/2019	EFT	Authnet Gateway	X	-36.70	-144,282.15
Bill Pmt -Check	11/06/2019	7088	Blue Cross Blue Shi...	X	-62,759.07	-207,041.22
Bill Pmt -Check	11/06/2019	7085	Alta Monclair	X	-24,457.19	-231,498.41
Bill Pmt -Check	11/06/2019	7094	FPL	X	-23,652.87	-255,151.28
Bill Pmt -Check	11/06/2019	7100	Palm Beach County ...	X	-11,901.15	-267,052.43
Bill Pmt -Check	11/06/2019	7086	American Express ...	X	-8,272.43	-275,324.86
Bill Pmt -Check	11/06/2019	7097	GIS Benefits	X	-5,493.89	-280,818.75
Bill Pmt -Check	11/06/2019	7098	Mac Express Cleani...	X	-1,722.80	-282,541.55
Bill Pmt -Check	11/06/2019	7102	Powell Landscaping ...	X	-900.00	-283,441.55
Bill Pmt -Check	11/06/2019	7090	Citi Cards - Oper	X	-417.67	-283,859.22
Bill Pmt -Check	11/06/2019	7095	Gallagher, Leeann	X	-388.26	-284,247.48
Bill Pmt -Check	11/06/2019	7101	Pancione, Robert	X	-350.46	-284,597.94
Bill Pmt -Check	11/06/2019	7093	Florida U.C. Fund	X	-275.00	-284,872.94
Bill Pmt -Check	11/06/2019	7106	Thompson, Tonya	X	-246.64	-285,119.58
Bill Pmt -Check	11/06/2019	7107	Valdez, Miguel	X	-225.00	-285,344.58
Bill Pmt -Check	11/06/2019	7104	Tanner, Walter	X	-131.46	-285,476.04
Bill Pmt -Check	11/06/2019	7096	Garcia, Guillermo	X	-81.93	-285,557.97
Bill Pmt -Check	11/06/2019	7103	State Of Florida Dis...	X	-70.70	-285,628.67
Bill Pmt -Check	11/06/2019	7099	Palardis, Jon	X	-39.96	-285,668.63
Bill Pmt -Check	11/06/2019	7087	American Express ...	X	-35.00	-285,703.63
Bill Pmt -Check	11/13/2019	7108	A & S Transportation	X	-51,520.64	-337,224.27
Bill Pmt -Check	11/13/2019	7113	Florida School Book...	X	-4,233.90	-341,458.17
Bill Pmt -Check	11/13/2019	7111	City of Boynton Bea...	X	-3,350.57	-344,808.74
Bill Pmt -Check	11/13/2019	7109	All Metro Health Care	X	-3,344.00	-348,152.74
Bill Pmt -Check	11/13/2019	7115	Mobile Fingerprints	X	-1,350.00	-349,502.74
Bill Pmt -Check	11/13/2019	7117	Shamdasani, Meghan	X	-503.64	-350,006.38
Bill Pmt -Check	11/13/2019	7119	Trumble-Thomas Te...	X	-421.64	-350,428.02
Bill Pmt -Check	11/13/2019	7116	National Print & Des...	X	-410.00	-350,838.02
Bill Pmt -Check	11/13/2019	7120	Valdez, Miguel	X	-225.00	-351,063.02
Bill Pmt -Check	11/13/2019	7118	Sun Sentinel	X	-218.45	-351,281.47
Bill Pmt -Check	11/13/2019	7112	FedEx	X	-123.77	-351,405.24
Bill Pmt -Check	11/13/2019	7121	Verizon Wireless	X	-105.05	-351,510.29
Bill Pmt -Check	11/13/2019	7114	Garcia, Guillermo	X	-59.98	-351,570.27
Bill Pmt -Check	11/13/2019	7110	Breault, Neil	X	-19.98	-351,590.25
General Journal	11/15/2019	2040	Payroll	X	-181,465.12	-533,055.37
General Journal	11/15/2019	2040	Payroll	X	-55,823.43	-588,878.80
General Journal	11/15/2019	2040	Payroll	X	-294.00	-589,172.80
Check	11/19/2019	EFT	Telecheck	X	-15.00	-589,187.80
Bill Pmt -Check	11/20/2019	7127	Certiport Inc	X	-18,250.95	-607,438.75
Bill Pmt -Check	11/20/2019	7133	Mac Express Cleani...	X	-12,480.00	-619,918.75
Bill Pmt -Check	11/20/2019	7128	Clean All Supply	X	-1,764.45	-621,683.20
Bill Pmt -Check	11/20/2019	7146	Stewart, Julie	X	-273.30	-621,956.50
Bill Pmt -Check	11/20/2019	7131	Garcia, Guillermo	X	-77.92	-622,034.42
General Journal	11/25/2019	2066	Payroll	X	-85,331.40	-707,365.82

## South Tech Charter Academy, Inc

## Reconciliation Detail

1111 · South Tech Operating 2973, Period Ending 11/30/2019

Type	Date	Num	Name	Clr	Amount	Balance
General Journal	11/25/2019	2066	Payroll	X	-14,137.20	-721,503.02
Bill Pmt -Check	11/25/2019	7150	Vargas, Anthony	X	-1,100.00	-722,603.02
General Journal	11/25/2019	2066	Payroll	X	-178.00	-722,781.02
General Journal	11/30/2019	2057	Payroll	X	-172,441.16	-895,222.18
General Journal	11/30/2019	2057	Payroll	X	-53,115.72	-948,337.90
General Journal	11/30/2019	2057	Payroll	X	-274.00	-948,611.90
Check	11/30/2019			X	-51.93	-948,663.83
Total Checks and Payments					-948,663.83	-948,663.83
<b>Deposits and Credits - 25 items</b>						
Deposit	10/31/2019			X	300.00	300.00
Deposit	10/31/2019			X	2,400.00	2,700.00
Deposit	11/04/2019			X	200.00	2,900.00
Deposit	11/04/2019			X	1,800.00	4,700.00
Deposit	11/05/2019			X	300.00	5,000.00
Deposit	11/05/2019			X	800.00	5,800.00
Deposit	11/06/2019			X	300.00	6,100.00
Deposit	11/08/2019			X	4,065.00	10,165.00
Deposit	11/08/2019			X	715,752.80	725,917.80
Deposit	11/12/2019			X	200.00	726,117.80
Deposit	11/13/2019			X	11,038.76	737,156.56
Deposit	11/15/2019			X	300.00	737,456.56
General Journal	11/15/2019	2073		X	2,600.00	740,056.56
Deposit	11/15/2019			X	52,774.87	792,831.43
Deposit	11/18/2019			X	300.00	793,131.43
Deposit	11/18/2019			X	400.00	793,531.43
Deposit	11/19/2019			X	120.00	793,651.43
Deposit	11/20/2019			X	150.00	793,801.43
Deposit	11/20/2019			X	300.00	794,101.43
Deposit	11/21/2019			X	105,132.00	899,233.43
Deposit	11/22/2019			X	4,211.33	903,444.76
Deposit	11/22/2019			X	47,408.47	950,853.23
Deposit	11/22/2019			X	88,304.62	1,039,157.85
Deposit	11/25/2019			X	5,880.00	1,045,037.85
Deposit	11/30/2019			X	47.27	1,045,085.12
Total Deposits and Credits					1,045,085.12	1,045,085.12
Total Cleared Transactions					96,421.29	96,421.29
Cleared Balance					96,421.29	436,034.21
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 31 items</b>						
Bill Pmt -Check	09/24/2019	6948	Pontz, Nicholas		-320.00	-320.00
Bill Pmt -Check	10/03/2019	7002	First Response Trai...		-840.00	-1,160.00
Bill Pmt -Check	10/24/2019	7069	Kozak, Steven		-43.98	-1,203.98
Bill Pmt -Check	11/06/2019	7105	The School District ...		-400.00	-1,603.98
Bill Pmt -Check	11/06/2019	7091	Department of Adult ...		-325.00	-1,928.98
Bill Pmt -Check	11/06/2019	7092	Fernandez, Maria		-102.49	-2,031.47
Bill Pmt -Check	11/06/2019	7089	Buchholz, Debbie		-19.99	-2,051.46
Bill Pmt -Check	11/20/2019	7122	A & S Transportation		-58,390.06	-60,441.52
Bill Pmt -Check	11/20/2019	7141	Publix Super Market...		-9,450.62	-69,892.14
Bill Pmt -Check	11/20/2019	7135	Memic Indemnity Co...		-3,455.30	-73,347.44
Bill Pmt -Check	11/20/2019	7129	Dex Imaging		-2,596.53	-75,943.97
Bill Pmt -Check	11/20/2019	7149	WPGL Consulting L...		-2,000.00	-77,943.97
Bill Pmt -Check	11/20/2019	7132	Great American Fin...		-1,394.96	-79,338.93
Bill Pmt -Check	11/20/2019	7130	FJ Vodolo & Associ...		-1,156.25	-80,495.18
Bill Pmt -Check	11/20/2019	7144	Staples Advantage		-1,056.76	-81,551.94
Bill Pmt -Check	11/20/2019	7124	Arnold Law Firm		-977.40	-82,529.34
Bill Pmt -Check	11/20/2019	7140	Powell Landscaping ...		-900.00	-83,429.34
Bill Pmt -Check	11/20/2019	7139	O'Reilly Automotive,...		-644.33	-84,073.67
Bill Pmt -Check	11/20/2019	7123	Amerigas		-525.03	-84,598.70
Bill Pmt -Check	11/20/2019	7134	Managed Care Conc...		-445.50	-85,044.20
Bill Pmt -Check	11/20/2019	7125	AT&T		-360.35	-85,404.55
Bill Pmt -Check	11/20/2019	7126	Building Hope Servi...		-250.00	-85,654.55
Bill Pmt -Check	11/20/2019	7145	Stericycle		-211.13	-85,865.68
Bill Pmt -Check	11/20/2019	7143	South Tech Culinary...		-210.00	-86,075.68

## South Tech Charter Academy, Inc

## Reconciliation Detail

1111 - South Tech Operating 2973, Period Ending 11/30/2019

Type	Date	Num	Name	Clr	Amount	Balance
Bill Pmt -Check	11/20/2019	7138	NexAir, LLC		-190.68	-86,266.36
Bill Pmt -Check	11/20/2019	7137	Neopost USA Inc		-164.97	-86,431.33
Bill Pmt -Check	11/20/2019	7136	Neofunds by Neopost		-103.59	-86,534.92
Bill Pmt -Check	11/20/2019	7148	The School District ...		-75.00	-86,609.92
Bill Pmt -Check	11/20/2019	7142	Quill		-53.08	-86,663.00
Bill Pmt -Check	11/20/2019	7147	Tanner, Walter		-41.90	-86,704.90
General Journal	11/30/2019	2067	Florida Retirement S...		-66,661.21	-153,366.11
Total Checks and Payments					-153,366.11	-153,366.11
Total Uncleared Transactions					-153,366.11	-153,366.11
Register Balance as of 11/30/2019					-56,944.82	282,668.10
<b>New Transactions</b>						
<b>Checks and Payments - 26 Items</b>						
Bill Pmt -Check	12/06/2019	7151	A & S Transportation		-72,128.90	-72,128.90
Bill Pmt -Check	12/06/2019	7158	Blue Cross Blue Shi...		-59,840.51	-131,969.41
Bill Pmt -Check	12/06/2019	7169	Palm Beach State C...		-11,876.70	-143,846.11
Bill Pmt -Check	12/06/2019	7168	Palm Beach County ...		-11,260.33	-155,106.44
Bill Pmt -Check	12/06/2019	7153	Alta Monclair		-11,193.32	-166,299.76
Bill Pmt -Check	12/06/2019	7176	Speech Rehab Servi...		-7,749.00	-174,048.76
Bill Pmt -Check	12/06/2019	7152	All Metro Health Care		-4,256.00	-178,304.76
Bill Pmt -Check	12/06/2019	7167	Memic Indemnity Co...		-3,455.30	-181,760.06
Bill Pmt -Check	12/06/2019	7171	Pocket Nurse		-3,430.00	-185,190.06
Bill Pmt -Check	12/06/2019	7161	City of Boynton Bea...		-2,917.49	-188,107.55
Bill Pmt -Check	12/06/2019	7162	Dex Imaging		-2,848.93	-190,956.48
Bill Pmt -Check	12/06/2019	7164	GovConnection, Inc		-2,795.15	-193,751.63
Bill Pmt -Check	12/06/2019	7165	Harbor Freight Tools		-949.88	-194,701.51
Bill Pmt -Check	12/06/2019	7166	McKesson Medical -...		-560.06	-195,261.57
Bill Pmt -Check	12/06/2019	7175	Verizon Wireless		-339.20	-195,600.77
Bill Pmt -Check	12/06/2019	7156	Banyan Printing		-304.07	-195,904.84
Bill Pmt -Check	12/06/2019	7157	Blick Art Materials		-300.86	-196,205.70
Bill Pmt -Check	12/06/2019	7170	Panclone, Robert		-265.14	-196,470.84
Bill Pmt -Check	12/06/2019	7160	Building Hope Servi...		-250.00	-196,720.84
Bill Pmt -Check	12/06/2019	7163	Flinn Scientific Inc		-191.43	-196,912.27
Bill Pmt -Check	12/06/2019	7174	Stericycle		-128.44	-197,040.71
Bill Pmt -Check	12/06/2019	7154	American Express -...		-85.52	-197,126.23
Bill Pmt -Check	12/06/2019	7172	South Tech Academy		-85.00	-197,211.23
Bill Pmt -Check	12/06/2019	7155	Avila, Yanethe		-75.00	-197,286.23
Bill Pmt -Check	12/06/2019	7173	State Of Florida Dis...		-70.70	-197,356.93
Bill Pmt -Check	12/06/2019	7159	Breault,Neil		-40.18	-197,397.11
Total Checks and Payments					-197,397.11	-197,397.11
<b>Deposits and Credits - 5 Items</b>						
Deposit	12/03/2019				60.00	60.00
Deposit	12/05/2019				30.00	90.00
Deposit	12/06/2019				205.00	295.00
Deposit	12/09/2019				320.00	615.00
Deposit	12/09/2019				699,770.68	700,385.68
Total Deposits and Credits					700,385.68	700,385.68
Total New Transactions					502,988.57	502,988.57
Ending Balance					446,043.75	785,656.67



P.O. Box 521599 Miami, FL 33152-1599

>000261 3631197 0001 008229 30Z  
SOUTH TECH CHARTER ACADEMY INC  
OPERATING ACCOUNT  
1300 SW 30TH AVE  
BOYNTON BEACH FL 33426-9018

**Statement Date: November 30, 2019**

Account Number: \*\*\*\*\*2973

**Customer Service Information**

Client Care: 877-779-BANK (2265)

Web Site: [www.bankunited.com](http://www.bankunited.com)

Bank Address: BankUnited  
P.O. Box 521599  
Miami, FL 33152-1599

**Customer Message Center**

Introducing our new fraud text alert service! With BankUnited's fraud monitoring service, keeping your debit card safe is as easy as sending a text.

**PUBLIC FUNDS INTEREST CHECKING Account \*\*\*\*\*2973****Account Summary**

Statement Balance as of 10/31/2019				\$339,612.92
Plus	24	Deposits and Other Credits		\$1,045,037.85
Less	80	Withdrawals, Checks, and Other Debits		\$948,611.90
Less		Service Charge		\$51.93
Plus		Interest Paid		\$47.27
Statement Balance as of 11/30/2019				\$436,034.21

**Interest Summary**

Beginning Interest Rate	0.10%
Interest Paid this Statement Period	\$47.27
Interest Paid Year to Date	\$583.94

**Activity By Date**

Date	Description	Withdrawals	Deposits	Balance
11/01/2019	MERCHANT BANKCD DEPOSIT 498232636882 SOUTH TECH CHARTER ACA		\$300.00	\$339,912.92



Statement Date: November 30, 2019

Account Number: \*\*\*\*\*2973

## Activity By Date

Date	Description	Withdrawals	Deposits	Balance
11/01/2019	MERCHANT BANKCD DEPOSIT 498242150882 SOUTH TECH CHARTER ACA		\$2,400.00	\$342,312.92
11/01/2019	CHECK #7073	\$303.93		\$342,008.99
11/01/2019	CHECK #7077	\$97.65		\$341,911.34
11/01/2019	CHECK #7084	\$55,000.00		\$286,911.34
11/01/2019	FDGL LEASE PYMT SOUTH TECHNICAL CHART	\$35.28		\$286,876.06
11/04/2019	STATE OF FLORIDA PAYMENTS 193881980251580 SOUTH TECH CHART		\$800.00	\$287,676.06
11/04/2019	CHECK #6942	\$320.00		\$287,356.06
11/04/2019	CHECK #7061	\$30.00		\$287,326.06
11/04/2019	CHECK #7062	\$366.49		\$286,959.57
11/04/2019	CHECK #7063	\$55.00		\$286,904.57
11/04/2019	CHECK #7066	\$4,853.40		\$282,051.17
11/04/2019	CHECK #7067	\$1,303.70		\$280,747.47
11/04/2019	CHECK #7071	\$8,500.00		\$272,247.47
11/04/2019	CHECK #7075	\$450.48		\$271,796.99
11/04/2019	CHECK #7079	\$208.63		\$271,588.36
11/04/2019	AUTHNET GATEWAY BILLING 109162770 SOUTH TECH ACADEMY	\$10.00		\$271,578.36
11/04/2019	AUTHNET GATEWAY BILLING 109209433 SOUTH TECH ACADEMY	\$26.70		\$271,551.66
11/04/2019	MERCHANT BANKCD INTERCHNG 498232636882 SOUTH TECH CHARTER ACA	\$78.72		\$271,472.94
11/04/2019	MERCHANT BANKCD INTERCHNG 498242150882 SOUTH TECH CHARTER ACA	\$120.11		\$271,352.83
11/04/2019	MERCHANT BANKCD DISCOUNT 498232636882 SOUTH TECH CHARTER ACA	\$20.50		\$271,332.33





P.O. Box 521599 Miami, FL 33152-1599

Statement Date: November 30, 2019

Account Number: \*\*\*\*\*2973

### Activity By Date

Date	Description	Withdrawals	Deposits	Balance
11/04/2019	MERCHANT BANKCD DISCOUNT 498242150882 SOUTH TECH CHARTER ACA	\$15.79		\$271,316.54
11/04/2019	MERCHANT BANKCD FEE 498232636882 SOUTH TECH CHARTER ACA	\$43.70		\$271,272.84
11/04/2019	MERCHANT BANKCD FEE 498242150882 SOUTH TECH CHARTER ACA	\$39.86		\$271,232.98
11/05/2019	MERCHANT BANKCD DEPOSIT 498232636882 SOUTH TECH CHARTER ACA		\$1,800.00	\$273,032.98
11/05/2019	CHECK #7078	\$1,669.16		\$271,363.82
11/06/2019	MERCHANT BANKCD DEPOSIT 498242150882 SOUTH TECH CHARTER ACA		\$300.00	\$271,663.82
11/06/2019	FLA DEPT REVENUE CRC 91943676 SouthTech Charter Acad	\$69,458.82		\$202,205.00
11/07/2019	MERCHANT BANKCD DEPOSIT 498242150882 SOUTH TECH CHARTER ACA		\$300.00	\$202,505.00
11/07/2019	CHECK #7070	\$7.23		\$202,497.77
11/08/2019	Customer Deposit		\$4,065.00	\$206,562.77
11/08/2019	PalmBeachSchools DIRECT PAY SOUTH TECH CHARTER ACA		\$715,752.80	\$922,315.57
11/08/2019	CHECK #7074	\$272.00		\$922,043.57
11/12/2019	MERCHANT BANKCD DEPOSIT 498232636882 SOUTH TECH CHARTER ACA		\$200.00	\$922,243.57
11/12/2019	CHECK #7086	\$8,272.43		\$913,971.14
11/12/2019	CHECK #7087	\$35.00		\$913,936.14
11/12/2019	CHECK #7094	\$23,652.87		\$890,283.27
11/12/2019	CHECK #7095	\$388.26		\$889,895.01
11/12/2019	CHECK #7096	\$81.93		\$889,813.08



Statement Date: November 30, 2019

Account Number: \*\*\*\*\*2973

## Activity By Date

Date	Description	Withdrawals	Deposits	Balance
11/12/2019	CHECK #7098	\$1,722.80		\$888,090.28
11/12/2019	CHECK #7099	\$39.96		\$888,050.32
11/12/2019	CHECK #7101	\$350.46		\$887,699.86
11/12/2019	CHECK #7106	\$246.64		\$887,453.22
11/13/2019	STATE OF FLORIDA PAYMENTS 193881980267074		\$11,038.76	\$898,491.98
11/13/2019	SOUTH TECH CHART			
11/13/2019	MERCHANT BANKCD DEPOSIT 498232636882		\$200.00	\$898,691.98
11/13/2019	SOUTH TECH CHARTER ACA			
11/13/2019	CHECK #6960	\$320.00		\$898,371.98
11/13/2019	CHECK #6989	\$355.00		\$898,016.98
11/13/2019	CHECK #7085	\$24,457.19		\$873,559.79
11/13/2019	CHECK #7090	\$417.67		\$873,142.12
11/13/2019	CHECK #7100	\$11,901.15		\$861,240.97
11/13/2019	CHECK #7102	\$900.00		\$860,340.97
11/13/2019	CHECK #7103	\$70.70		\$860,270.27
11/14/2019	CHECK #7107	\$225.00		\$860,045.27
11/14/2019	5BCW EEDIRDEP BankUnited (5BC South Tech Charter Aca	\$177,572.67		\$682,472.60
11/14/2019	5BCW TRUST BankUnited (5BC South Tech Charter Aca	\$3,892.45		\$678,580.15
11/14/2019	5BCW BILLING BankUnited (5BC South Tech Charter Aca	\$294.00		\$678,286.15
11/14/2019	5BCW TAX BankUnited (5BC South Tech Charter Aca	\$55,823.43		\$622,462.72
11/15/2019	STATE OF FLORIDA PAYMENTS 193881980272835		\$52,774.87	\$675,237.59
11/15/2019	SOUTH TECH CHART			
11/15/2019	ALTA MONTCLAIR REMITTANCE SOUTHTECH		\$2,600.00	\$677,837.59



**Statement Date: November 30, 2019**

Account Number: \*\*\*\*\*2973

**Activity By Date**

Date	Description	Withdrawals	Deposits	Balance
	SOUTHTECH ACADEMY			
11/15/2019	PRIORITY CHECK #6918	\$320.00		\$677,517.59
11/15/2019	CHECK #7093	\$275.00		\$677,242.59
11/15/2019	CHECK #7114	\$59.98		\$677,182.61
11/15/2019	CHECK #7119	\$421.64		\$676,760.97
11/18/2019	MERCHANT BANKCD DEPOSIT 498242150882		\$300.00	\$677,060.97
	SOUTH TECH CHARTER ACA			
11/18/2019	CHECK #7088	\$62,759.07		\$614,301.90
11/18/2019	CHECK #7097	\$5,493.89		\$608,808.01
11/18/2019	CHECK #7104	\$131.46		\$608,676.55
11/18/2019	CHECK #7117	\$503.64		\$608,172.91
11/19/2019	MERCHANT BANKCD DEPOSIT 498232636882		\$400.00	\$608,572.91
	SOUTH TECH CHARTER ACA			
11/19/2019	MERCHANT BANKCD DEPOSIT 498242150882		\$300.00	\$608,872.91
	SOUTH TECH CHARTER ACA			
11/19/2019	CHECK #7108	\$51,520.64		\$557,352.27
11/19/2019	CHECK #7116	\$410.00		\$556,942.27
11/19/2019	CHECK #7118	\$218.45		\$556,723.82
11/20/2019	MERCHANT BANKCD DEPOSIT 498232636882		\$120.00	\$556,843.82
	SOUTH TECH CHARTER ACA			
11/20/2019	CHECK #7109	\$3,344.00		\$553,499.82
11/20/2019	CHECK #7111	\$3,350.57		\$550,149.25
11/20/2019	CHECK #7113	\$4,233.90		\$545,915.35
11/20/2019	CHECK #7115	\$1,350.00		\$544,565.35
11/20/2019	CHECK #7120	\$225.00		\$544,340.35
11/20/2019	CHECK #7121	\$105.05		\$544,235.30
11/20/2019	Telecheck INV112019D 0380181342	\$15.00		\$544,220.30
	SOUTH TECH ACADEMY			
11/21/2019	PalmBeachSchools DIRECT PAY SOUTH TECH CHARTER ACA		\$105,132.00	\$649,352.30



Statement Date: November 30, 2019

Account Number: \*\*\*\*\*2973

## Activity By Date

Date	Description	Withdrawals	Deposits	Balance
11/21/2019	MERCHANT BANKCD DEPOSIT 498232636882 SOUTH TECH CHARTER ACA		\$150.00	\$649,502.30
11/21/2019	MERCHANT BANKCD DEPOSIT 498242150882 SOUTH TECH CHARTER ACA		\$300.00	\$649,802.30
11/21/2019	5BCW EEDIRDEP BankUnited (5BC South Tech Charter Aca	\$84,315.55		\$565,486.75
11/21/2019	5BCW TRUST BankUnited (5BC South Tech Charter Aca	\$1,015.85		\$564,470.90
11/22/2019	Customer Deposit		\$47,408.47	\$611,879.37
11/22/2019	STATE OF FLORIDA PAYMENTS 193881980288370 SOUTH TECH CHART		\$88,304.62	\$700,183.99
11/22/2019	STATE OF FLORIDA PAYMENTS 193881980288399 SOUTH TECH CHART		\$4,211.33	\$704,395.32
11/22/2019	PRIORITY CHECK #7146	\$273.30		\$704,122.02
11/22/2019	CHECK #7110	\$19.98		\$704,102.04
11/22/2019	CHECK #7112	\$123.77		\$703,978.27
11/22/2019	5BCW BILLING BankUnited (5BC South Tech Charter Aca	\$178.00		\$703,800.27
11/22/2019	5BCW TAX BankUnited (5BC South Tech Charter Aca	\$14,137.20		\$689,663.07
11/25/2019	STATE OF FLORIDA PAYMENTS 193881980291571 SOUTH TECH CHART		\$5,880.00	\$695,543.07
11/26/2019	CHECK #7131	\$77.92		\$695,465.15
11/26/2019	CHECK #7150	\$1,100.00		\$694,365.15
11/26/2019	5BCW EEDIRDEP BankUnited (5BC	\$170,874.53		\$523,490.62





P.O. Box 521599 Miami, FL 33152-1599

Statement Date: November 30, 2019

Account Number: \*\*\*\*\*2973

## Activity By Date

Date	Description	Withdrawals	Deposits	Balance
11/26/2019	South Tech Charter Aca 5BCW TRUST BankUnited (5BC South Tech Charter Aca	\$1,566.63		\$521,923.99
11/27/2019	5BCW BILLING BankUnited (5BC South Tech Charter Aca	\$274.00		\$521,649.99
11/27/2019	5BCW TAX BankUnited (5BC South Tech Charter Aca	\$53,115.72		\$468,534.27
11/29/2019	CHECK #7127	\$18,250.95		\$450,283.32
11/29/2019	CHECK #7128	\$1,764.45		\$448,518.87
11/29/2019	CHECK #7133	\$12,480.00		\$436,038.87
11/29/2019	Interest Paid		\$47.27	\$436,086.14
11/29/2019	Service Charge	\$51.93		\$436,034.21

## Check Transactions

Check #	Date	Amount	Check #	Date	Amount	Check #	Date	Amount
6918	11/15	\$320.00	7079	11/04	\$208.63	7102	11/13	\$900.00
6942*	11/04	\$320.00	7084*	11/01	\$55,000.00	7103	11/13	\$70.70
6960*	11/13	\$320.00	7085	11/13	\$24,457.19	7104	11/18	\$131.46
6989*	11/13	\$355.00	7086	11/12	\$8,272.43	7106*	11/12	\$246.64
7061*	11/04	\$30.00	7087	11/12	\$35.00	7107	11/14	\$225.00
7062	11/04	\$366.49	7088	11/18	\$62,759.07	7108	11/19	\$51,520.64
7063	11/04	\$55.00	7090*	11/13	\$417.67	7109	11/20	\$3,344.00
7066*	11/04	\$4,853.40	7093*	11/15	\$275.00	7110	11/22	\$19.98
7067	11/04	\$1,303.70	7094	11/12	\$23,652.87	7111	11/20	\$3,350.57
7070*	11/07	\$7.23	7095	11/12	\$388.26	7112	11/22	\$123.77
7071	11/04	\$8,500.00	7096	11/12	\$81.93	7113	11/20	\$4,233.90
7073*	11/01	\$303.93	7097	11/18	\$5,493.89	7114	11/15	\$59.98
7074	11/08	\$272.00	7098	11/12	\$1,722.80	7115	11/20	\$1,350.00
7075	11/04	\$450.48	7099	11/12	\$39.96	7116	11/19	\$410.00
7077*	11/01	\$97.65	7100	11/13	\$11,901.15	7117	11/18	\$503.64
7078	11/05	\$1,669.16	7101	11/12	\$350.46	7118	11/19	\$218.45



Statement Date: November 30, 2019

Account Number: \*\*\*\*\*2973

Check #	Date	Amount	Check #	Date	Amount	Check #	Date	Amount
7119	11/15	\$421.64	7127*	11/29	\$18,250.95	7133*	11/29	\$12,480.00
7120	11/20	\$225.00	7128	11/29	\$1,764.45	7146*	11/22	\$273.30
7121	11/20	\$105.05	7131*	11/26	\$77.92	7150*	11/26	\$1,100.00

Items denoted with an "\*" indicate processed checks out of sequence.

**Rates by Date**

Date	Rate
10/31	0.10%

**Balances by Date**

Date	Balance	Date	Balance	Date	Balance	Date	Balance
10/31	\$339,612.92	11/07	\$202,497.77	11/15	\$676,760.97	11/22	\$689,663.07
11/01	\$286,876.06	11/08	\$922,043.57	11/18	\$608,172.91	11/25	\$695,543.07
11/04	\$271,232.98	11/12	\$887,453.22	11/19	\$556,723.82	11/26	\$521,923.99
11/05	\$271,363.82	11/13	\$860,270.27	11/20	\$544,220.30	11/27	\$468,534.27
11/06	\$202,205.00	11/14	\$622,462.72	11/21	\$564,470.90	11/29	\$436,034.21

**Other Balances**

Minimum Balance this Statement Period	\$202,205.00
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At BankUnited, we want to make sure that using your debit card is always as safe and convenient as possible. That's why we're launching fraud text alerts as part of our ongoing fraud monitoring program. If we have your mobile phone number on file, you will be automatically enrolled in our fraud text alert service. To learn more about our new service, please call us at 1-877-779-2265.



P.O. Box 521599 Miami, FL 33152-1599

Page 9 of 9

**Statement Date: November 30, 2019**

**Account Number: \*\*\*\*\*2973**

**If your account does not balance please check the following carefully:**

Have you entered the amount of each check in your checkbook register?

Are the amounts of your deposits and other additions entered in your checkbook register the same as those on this statement?

Have you checked all additions and subtractions in your checkbook register?

Have you carried the correct balance forward when starting a new page in your checkbook register?

**IN CASE OF QUESTIONS OR ERRORS ABOUT YOUR STATEMENT:  
PLEASE CALL (TOLL FREE) 1-877-779-BANK (2265) OR WRITE US AT:**

BankUnited Operations / EFT Error  
7815 NW 148th ST, Miami Lakes, FL 33016

**For Consumer Customers Only**

Please contact us if you think your statement is wrong or if you need additional information about a transaction. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

1. Tell us your name and account number.
2. Describe the error or the transfer you are unsure about and explain as clearly as you can why you believe there is an error or why you need further information.
3. Tell us the dollar amount of the suspected error.

You may be required to put your request in writing. We will investigate your complaint and will correct any error promptly.

**For Electronic Funds Transfers**, if we take more than 10 business days to investigate and correct the error, (20 business days if you are a new customer for electronic funds transfers occurring during the first 30 days after the first deposit is made to your account), we will recredit your consumer account for the amount you think is in error (plus interest if your account earns interest), so that you will have the use of the money during the time it takes us to complete our investigation.

**For Substitute Checks**, if we take more than 10 business days to investigate and correct the error, we will recredit your consumer account for the amount of loss up to the lesser of \$2,500.00 (plus interest if your account earns interest) or the amount of the substitute check. If your account is new (30 days from the date your account was established), has been subject to repeated overdrafts, or we believe the claim is fraudulent, we may delay the availability of recredited funds until we determine the claim is valid or until the 45th day after the claim was submitted.



**Member  
FDIC**

**BankUnited, N.A.**



South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
334 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33486  
888-666-7878

6918

8/24/2019

PAY TO THE ORDER OF Linda Beckmeier \$320.00

Three Hundred Twenty and 00/100

Linda Beckmeier

VOID AFTER 120 DAYS

MEMO

\*006918\* 1267090594 0119002973

#6918

11/15/2019

\$320.00

South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
334 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33486  
888-666-7878

6942

8/24/2019

PAY TO THE ORDER OF Lynn Moran \$320.00

Three Hundred Twenty and 00/100

Lynn Moran

VOID AFTER 120 DAYS

MEMO

\*006942\* 1267090594 0119002973

#6942

11/04/2019

\$320.00

South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
334 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33486  
888-666-7878

6960

8/24/2019

PAY TO THE ORDER OF William Terry \$320.00

Three Hundred Twenty and 00/100

William Terry

VOID AFTER 120 DAYS

MEMO

\*006960\* 1267090594 0119002973

#6960

11/13/2019

\$320.00

South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
334 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33486  
888-666-7878

6989

8/28/2019

PAY TO THE ORDER OF Anthony Rodriguez \$355.00

Three Hundred Fifty Five and 00/100

Anthony Rodriguez

VOID AFTER 120 DAYS

MEMO

\*006989\* 1267090594 0119002973

#6989

11/13/2019

\$355.00

South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
334 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33486  
888-666-7878

7061

10/16/2019

PAY TO THE ORDER OF Lovelle Antoine \$30.00

Thirty and 00/100

Lovelle Antoine  
8708 Strawberry Lake Circle  
Lake Worth, FL 33463

VOID AFTER 120 DAYS

MEMO

\*007061\* 1267090594 0119002973

#7061

11/04/2019

\$30.00

South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
334 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33486  
888-666-7878

7062

10/24/2019

PAY TO THE ORDER OF AT&T \$366.49

Three Hundred Sixty Six and 49/100

AT&T  
P.O. Box 105282  
Atlanta, GA 30346-0282

VOID AFTER 120 DAYS

MEMO

\*007062\* 1267090594 0119002973

#7062

11/04/2019

\$366.49

South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
334 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33486  
888-666-7878

7063

10/24/2019

PAY TO THE ORDER OF BJS \$55.00

Fifty Five and 00/100

BJS  
P.O. Box 647899  
Boston, MA 02264-7899

VOID AFTER 120 DAYS

MEMO

\*007063\* 1267090594 0119002973

#7063

11/04/2019

\$55.00

South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
334 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33486  
888-666-7878

7066

10/24/2019

PAY TO THE ORDER OF GovConnection, Inc. \$4,853.40

Four Thousand Eight Hundred Fifty Three and 40/100

GovConnection, Inc.  
P.O. Box 835477  
Pittsburg, PA 15283-5066

VOID AFTER 120 DAYS

MEMO

\*007066\* 1267090594 0119002973

#7066

11/04/2019

\$4,853.40



South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
334 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33408  
888-888-8888

7067

10/24/2019

PAY TO THE ORDER OF Great American Financial Service \$ 1,303.70

One Thousand Three Hundred Three and 70/100 DOLLARS

Great American Financial Service  
P O Box 662631  
Dallas, TX 75266-0631

MEMO

\*007067\* 1267090594 0119002973\*

#7067 11/04/2019 \$1,303.70

South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
334 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33408  
888-888-8888

7070

10/24/2019

PAY TO THE ORDER OF Neofunds by Neopost \$ 7.23

Seven and 23/100 DOLLARS

Neofunds  
P O Box 6813  
Carol Stream, IL 60197-6813

MEMO

\*007070\* 1267090594 0119002973\*

#7070 11/07/2019 \$7.23

South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
334 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33408  
888-888-8888

7071

10/24/2019

PAY TO THE ORDER OF Neovista \$ 8,500.00

Eight Thousand Five Hundred and 00/100 DOLLARS

Neovista  
PO Box 362676  
Pittsburgh, PA 15251-9676

MEMO

\*007071\* 1267090594 0119002973\*

#7071 11/04/2019 \$8,500.00

South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
334 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33408  
888-888-8888

7073

10/24/2019

PAY TO THE ORDER OF Pocket Nurse \$ 303.93

Three Hundred Three and 93/100 DOLLARS

Pocket Nurse  
PO Box 644898  
Pittsburgh, PA 15264-4898

MEMO

\*007073\* 1267090594 0119002973\*

#7073 11/01/2019 \$303.93

South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
334 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33408  
888-888-8888

7074

10/24/2019

PAY TO THE ORDER OF South Tech Academy \$ 272.00

Two Hundred Seventy-Two and 00/100 DOLLARS

South Tech Academy

MEMO

\*007074\* 1267090594 0119002973\*

#7074 11/08/2019 \$272.00

South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
334 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33408  
888-888-8888

7075

10/24/2019

PAY TO THE ORDER OF Staples Advantage \$ 450.48

Four Hundred Fifty and 48/100 DOLLARS

Staples Advantage  
PO Box 105748  
Atlanta, GA 30348-0748

MEMO

\*007075\* 1267090594 0119002973\*

#7075 11/04/2019 \$450.48

South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
334 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33408  
888-888-8888

7077

10/24/2019

PAY TO THE ORDER OF Sun Sentinel \$ 97.65

NinetySeven and 65/100 DOLLARS

Sun Sentinel  
PO Box 100609  
Atlanta, GA 30394

MEMO

\*007077\* 1267090594 0119002973\*

#7077 11/01/2019 \$97.65

FL55-543-60-883-0  
South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
334 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33408  
888-888-8888

7078

10/24/2019

PAY TO THE ORDER OF US Postal Service \$ 1,669.16

One Thousand Six Hundred SixtyNine and 16/100 DOLLARS

Business Mail Entry  
PO Box 105864  
West Palm Beach, FL 33416

MEMO

\*007078\* 1267090594 0119002973\*

#7078 11/05/2019 \$1,669.16



South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33408  
888-888-8888

7079

10/24/2019

PAY TO THE ORDER OF Office Depot \$208.63

Two Hundred Eight and 63/100

Office Depot  
PO Box 14113  
Charlotte NC 28227-14113

\*007079\* 1267090594 0119002973

#7079 11/04/2019 \$208.63

South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33408  
888-888-8888

7084

10/30/19

PAY TO THE ORDER OF Pemco Quail Ridge, LLC \$55,000.00

Fifty Five Thousand + xx/xx

Settlement Agreement

\*007084\* 1267090594 0119002973

#7084 11/01/2019 \$55,000.00

South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33408  
888-888-8888

7085

11/8/2019

PAY TO THE ORDER OF Alta Mondair \$24,457.19

Twenty Four Thousand Four Hundred Fifty Seven and 19/100

Alta Mondair  
481 N Santa Cruz Avenue #185  
Los Gatos, CA 95030

\*007085\* 1267090594 0119002973

#7085 11/13/2019 \$24,457.19

South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33408  
888-888-8888

7086

11/6/2019

PAY TO THE ORDER OF American Express #21007 Oper \$8,272.43

Eight Thousand Two Hundred Seventy Two and 43/100

American Express #21007  
P O Box 650448  
Dallas TX 75266

\*007086\* 1267090594 0119002973

#7086 11/12/2019 \$8,272.43

South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33408  
888-888-8888

7087

11/5/2019

PAY TO THE ORDER OF American Express 11003 - Oper \$35.00

Thirty Five and 00/100

American Express 11003  
P O BOX 650448  
Dallas, TX 75265-0448

\*007087\* 1267090594 0119002973

#7087 11/12/2019 \$35.00

South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33408  
888-888-8888

7088

11/6/2019

PAY TO THE ORDER OF Blue Cross Blue Shield \$62,759.07

Sixty Two Thousand Seven Hundred Fifty Nine and 07/100

Blue Cross Blue Shield  
PO Box 660299  
Dallas, TX 75209

\*007088\* 1267090594 0119002973

#7088 11/18/2019 \$62,759.07

South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33408  
888-888-8888

7090

11/6/2019

PAY TO THE ORDER OF Citicards - Oper \$417.67

Four Hundred Seventeen and 67/100

Citi Cards  
PO Box 9001016  
Louisville, KY 40290-1016

\*007090\* 1267090594 0119002973

#7090 11/13/2019 \$417.67

South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33408  
888-888-8888

7093

11/6/2019

PAY TO THE ORDER OF Florida U.C. Fund \$275.00

Two Hundred Seventy Five and 00/100

Florida U.C. Fund  
6050 W Tennessee St  
Tallahassee, FL 32309-3110

\*007093\* 1267090594 0119002973

#7093 11/15/2019 \$275.00

South Tech Academy, Inc.  
1300 SW 32nd Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33408  
888-888-2878

7094

11/8/2019

PAY TO THE ORDER OF FPL \$23,652.87

Twenty-Three Thousand Six Hundred Fifty-Two and 87/100

FPL  
General Mail Facility  
Miami, FL 33185-0011

VOID AFTER 120 DAYS  
James K. Miller  
C. Scott Turner

\*007094\* 1267090594 0119002973\*

#7094 11/12/2019 \$23,652.87

South Tech Academy, Inc.  
1300 SW 32nd Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33408  
888-888-2878

7095

11/8/2019

PAY TO THE ORDER OF Learn Gallagher \$388.26

Three Hundred Eighty-Eight and 26/100

Learn Gallagher

VOID AFTER 120 DAYS  
James K. Miller  
C. Scott Turner

\*007095\* 1267090594 0119002973\*

#7095 11/12/2019 \$388.26

South Tech Academy, Inc.  
1300 SW 32nd Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33408  
888-888-2878

7096

11/8/2019

PAY TO THE ORDER OF Garcia, Guillermo \$81.93

Eighty-One and 93/100

Guillermo Garcia

VOID AFTER 120 DAYS  
James K. Miller  
C. Scott Turner

\*007096\* 1267090594 0119002973\*

#7096 11/12/2019 \$81.93

South Tech Academy, Inc.  
1300 SW 32nd Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33408  
888-888-2878

7097

11/8/2019

PAY TO THE ORDER OF GIS Benefits \$5,493.89

Five Thousand Four Hundred Ninety-Three and 89/100

GIS Benefits  
P.O. Box 9039  
Austin, TX 78768

VOID AFTER 120 DAYS  
James K. Miller  
C. Scott Turner

\*007097\* 1267090594 0119002973\*

#7097 11/18/2019 \$5,493.89

South Tech Academy, Inc.  
1300 SW 32nd Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33408  
888-888-2878

7098

11/8/2019

PAY TO THE ORDER OF Mac Express Cleaning Service \$1,722.80

One Thousand Seven Hundred Twenty-Two and 80/100

Mac Express Cleaning Service  
619 SW 7th Ave  
Delray Beach, FL 33444

VOID AFTER 120 DAYS  
James K. Miller  
C. Scott Turner

\*007098\* 1267090594 0119002973\*

#7098 11/12/2019 \$1,722.80

South Tech Academy, Inc.  
1300 SW 32nd Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33408  
888-888-2878

7099

11/8/2019

PAY TO THE ORDER OF Jon Palard's \$39.96

Thirty-Nine and 96/100

Jon Palard's

VOID AFTER 120 DAYS  
James K. Miller  
C. Scott Turner

\*007099\* 1267090594 0119002973\*

#7099 11/12/2019 \$39.96

South Tech Academy, Inc.  
1300 SW 32nd Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33408  
888-888-2878

7100

11/8/2019

PAY TO THE ORDER OF Palm Beach County School District Benefit \$11,901.15

Eleven Thousand Nine Hundred One and 15/100

The School District of Palm Beach County  
P.O. Box 100  
West Palm Beach, FL 33402

VOID AFTER 120 DAYS  
James K. Miller  
C. Scott Turner

\*007100\* 1267090594 0119002973\*

#7100 11/13/2019 \$11,901.15

South Tech Academy, Inc.  
1300 SW 32nd Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33408  
888-888-2878

7101

11/8/2019

PAY TO THE ORDER OF Robert Pencilina \$350.46

Three Hundred Fifty and 46/100

Robert Pencilina

VOID AFTER 120 DAYS  
James K. Miller  
C. Scott Turner

\*007101\* 1267090594 0119002973\*

#7101 11/12/2019 \$350.46



South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
334 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33408  
85 8059252

11/8/2019

PAY TO THE ORDER OF Powell Landscaping & Design \$900.00

Nine Hundred and 00/100

Powell Landscaping & Design  
PO Box 3208  
Delray Beach, FL 33482

VOID AFTER 120 DAYS

MEMO

\*007102\* \*267090594\* 0119002973\*

#7102 11/13/2019 \$900.00

South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
334 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33408  
85 8059252

11/8/2019

PAY TO THE ORDER OF State Of Florida Debtorsment Unit \$70.70

Seventy and 70/100

State Of Florida Debtorsment Unit  
P.O. Box 8500  
Tallahassee, FL 32314-8500

VOID AFTER 120 DAYS

MEMO

\*007103\* \*267090594\* 0119002973\*

#7103 11/13/2019 \$70.70

South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
334 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33408  
85 8059252

11/8/2019

PAY TO THE ORDER OF Walter Tanner \$131.46

One Hundred Thirty-One and 46/100

Walter Tanner

VOID AFTER 120 DAYS

MEMO

\*007104\* \*267090594\* 0119002973\*

#7104 11/18/2019 \$131.46

South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
334 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33408  
85 8059252

11/8/2019

PAY TO THE ORDER OF Thompson, Tony \$246.64

Two Hundred Forty-Six and 64/100

Tony Thompson

VOID AFTER 120 DAYS

MEMO

\*007105\* \*267090594\* 0119002973\*

#7106 11/12/2019 \$246.64

South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
334 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33408  
85 8059252

11/8/2019

PAY TO THE ORDER OF Miguel Valdez \$225.00

Two Hundred Twenty-Five and 00/100

Valdez, Miguel  
1543 SE 25th Street  
Unit 103  
Homestead, FL 33055

VOID AFTER 120 DAYS

MEMO

\*007107\* \*267090594\* 0119002973\*

#7107 11/14/2019 \$225.00

South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
334 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33408  
85 8059252

11/13/2019

PAY TO THE ORDER OF A & S Transportation \$51,520.64

Five One Thousand Five Hundred Twenty and 64/100

A & S Transportation  
PO Box 841876  
Dallas, TX 75284-1876

VOID AFTER 120 DAYS

MEMO

\*007108\* \*267090594\* 0119002973\*

#7108 11/19/2019 \$51,520.64

South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
334 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33408  
85 8059252

11/13/2019

PAY TO THE ORDER OF All Metro Health Care \$3,344.00

Three Thousand Three Hundred Forty-Four and 00/100

All Metro Health Care  
PO Box 13543  
Newark, NJ 07188

VOID AFTER 120 DAYS

MEMO

\*007109\* \*267090594\* 0119002973\*

#7109 11/20/2019 \$3,344.00

South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
334 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33408  
85 8059252

11/13/2019

PAY TO THE ORDER OF Breault Neil \$19.98

Nineteen and 98/100

Neil Breault

VOID AFTER 120 DAYS

MEMO

\*007110\* \*267090594\* 0119002973\*

#7110 11/22/2019 \$19.98

South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33426  
84-0899273

7111

11/20/2019

PAY TO THE ORDER OF City of Boynton Beach Utilities Dept.

\$3,350.57

Three Thousand Three Hundred Fifty and 57/100

VOID AFTER 120 DAYS

MEMO

\*007111\* 1267090594 0119002973\*

#7111 11/20/2019 \$3,350.57

South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33426  
84-0899273

7112

11/22/2019

PAY TO THE ORDER OF FedEx

\$123.77

One Hundred Twenty Three and 77/100

VOID AFTER 120 DAYS

MEMO

\*007112\* 1267090594 0119002973\*

#7112 11/22/2019 \$123.77

South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33426  
84-0899273

7113

11/20/2019

PAY TO THE ORDER OF Florida School Book Depository, Inc.

\$4,233.90

Four Thousand Two Hundred Thirty Three and 90/100

VOID AFTER 120 DAYS

MEMO

\*007113\* 1267090594 0119002973\*

#7113 11/20/2019 \$4,233.90

South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33426  
84-0899273

7114

11/15/2019

PAY TO THE ORDER OF Garcia, Guillermo

\$59.98

Fifty Nine and 98/100

VOID AFTER 120 DAYS

MEMO

\*007114\* 1267090594 0119002973\*

#7114 11/15/2019 \$59.98

South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33426  
84-0899273

7115

11/20/2019

PAY TO THE ORDER OF Mobile Fingerprints

\$1,350.00

One Thousand Three Hundred Fifty and 00/100

VOID AFTER 120 DAYS

MEMO

\*007115\* 1267090594 0119002973\*

#7115 11/20/2019 \$1,350.00

South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33426  
84-0899273

7116

11/19/2019

PAY TO THE ORDER OF National Print & Design

\$410.00

Four Hundred Ten and 00/100

VOID AFTER 120 DAYS

MEMO

\*007116\* 1267090594 0119002973\*

#7116 11/19/2019 \$410.00

South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33426  
84-0899273

7117

11/18/2019

PAY TO THE ORDER OF Meghan Shondassani

\$503.64

Five Hundred Three and 64/100

VOID AFTER 120 DAYS

MEMO

\*007117\* 1267090594 0119002973\*

#7117 11/18/2019 \$503.64

South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33426  
84-0899273

7118

11/19/2019

PAY TO THE ORDER OF Sun Sentinel

\$218.45

Two Hundred Eighteen and 45/100

VOID AFTER 120 DAYS

MEMO

\*007118\* 1267090594 0119002973\*

#7118 11/19/2019 \$218.45



South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
334 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33438  
83-8682875

7119

11/13/2019

PAY TO THE ORDER OF: Teresa Trumble-Thomas

\$421.64

Four Hundred Twenty-One and 64/100 DOLLARS

Teresa Trumble-Thomas

VOID AFTER 120 DAYS

\*007119\* 4267090594 0119002973\*

#7119 11/15/2019 \$421.64

South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
334 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33438  
83-8682875

7120

11/20/2019

PAY TO THE ORDER OF: Miguel Valdez

\$225.00

Two Hundred Twenty-Five and 00/100 DOLLARS

Miguel Valdez

VOID AFTER 120 DAYS

\*007120\* 4267090594 0119002973\*

#7120 11/20/2019 \$225.00

South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
334 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33438  
83-8682875

7121

11/20/2019

PAY TO THE ORDER OF: Verizon Wireless

\$105.05

One Hundred Five and 05/100 DOLLARS

Verizon Wireless  
PO Box 662108  
Dallas, TX 75266-0108

VOID AFTER 120 DAYS

\*007121\* 4267090594 0119002973\*

#7121 11/20/2019 \$105.05

South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
334 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33438  
83-8682875

7127

11/29/2019

PAY TO THE ORDER OF: Carsonot Inc.

\$18,250.95

Eighteen Thousand Two Hundred Fifty and 95/100 DOLLARS

NCS Pearson, Inc.  
13036 Collection Center Drive  
Chicago, IL 60693

VOID AFTER 120 DAYS

\*007127\* 4267090594 0119002973\*

#7127 11/29/2019 \$18,250.95

South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
334 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33438  
83-8682875

7128

11/29/2019

PAY TO THE ORDER OF: Clean All Supply

\$1,764.45

One Thousand Seven Hundred Sixty-Four and 45/100 DOLLARS

Clean All Supply  
2681 SW 30th Street  
Suite 100  
Ft. Lauderdale, FL 33312

VOID AFTER 120 DAYS

\*007128\* 4267090594 0119002973\*

#7128 11/29/2019 \$1,764.45

South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
334 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33438  
83-8682875

7131

11/26/2019

PAY TO THE ORDER OF: Garcia, Guillermo

\$77.92

Seventy-Seven and 92/100 DOLLARS

Guillermo Garcia

VOID AFTER 120 DAYS

\*007131\* 4267090594 0119002973\*

#7131 11/26/2019 \$77.92

South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
334 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33438  
83-8682875

7133

11/29/2019

PAY TO THE ORDER OF: Mac Express Cleaning Service

\$12,480.00

Twelve Thousand Four Hundred Eighty and 00/100 DOLLARS

Mac Express Cleaning Service  
619 SW 7th Ave  
Dorsey Beach, FL 33444

VOID AFTER 120 DAYS

\*007133\* 4267090594 0119002973\*

#7133 11/29/2019 \$12,480.00

South Tech Academy, Inc.  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
334 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33438  
83-8682875

7146

11/22/2019

PAY TO THE ORDER OF: Julie Stewart

\$273.30

Two Hundred Seventy-Three and 30/100 DOLLARS

Julie Stewart

VOID AFTER 120 DAYS

\*007146\* 4267090594 0119002973\*

#7146 11/22/2019 \$273.30

South Tech Academy, Inc.  
1300 SW 20th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
334 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33408  
334-839-9770

7150

11/25/2019

PAY TO THE ORDER OF Anthony Vargas \$ 1,100.00

One Thousand One Hundred and 00/100 DOLLARS

Anthony Vargas  
582 Tallulah Rd  
Lauderhill, FL 33442

PROTECTED AGAINST FRAUD

11/26/2019

#007150 122670905942 01149002973

#7150

11/26/2019

\$1,100.00



BankUnited



**BankUnited**

We appreciate your business.

11:45 AM

12/10/19

**South Tech Charter Academy, Inc**  
**Reconciliation Summary**  
**1112 · South Tech Internal 2965, Period Ending 11/30/2019**

---

	<u>Nov 30, 19</u>
<b>Beginning Balance</b>	160,186.67
<b>Cleared Transactions</b>	
Checks and Payments - 28 items	-14,106.87
Deposits and Credits - 20 items	11,030.99
	<u>-3,075.88</u>
<b>Cleared Balance</b>	<u><u>157,110.79</u></u>
<b>Uncleared Transactions</b>	
Checks and Payments - 9 items	-1,915.61
	<u>-1,915.61</u>
<b>Register Balance as of 11/30/2019</b>	<u><u>155,195.18</u></u>
<b>New Transactions</b>	
Checks and Payments - 14 items	-4,142.00
Deposits and Credits - 2 items	6,991.54
	<u>2,849.54</u>
<b>Ending Balance</b>	<u><u>158,044.72</u></u>



11:45 AM

12/10/19

## South Tech Charter Academy, Inc

## Reconciliation Detail

1112 - South Tech Internal 2965, Period Ending 11/30/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						160,186.67
Cleared Transactions						
Checks and Payments - 28 items						
Bill Pmt -Check	10/24/2019	2912	Sysco SouthEast Fl...	X	-306.61	-306.61
Bill Pmt -Check	10/24/2019	2906	Academic Planner P...	X	-269.00	-575.61
Bill Pmt -Check	10/24/2019	2907	Canteen Refreshme...	X	-130.60	-706.21
Bill Pmt -Check	10/24/2019	2908	GFS Gordon Food S...	X	-49.93	-756.14
Bill Pmt -Check	10/24/2019	2911	Shamdasani, Meghan	X	-20.00	-776.14
Bill Pmt -Check	10/24/2019	2910	Office Depot	X	-18.87	-795.01
Check	11/04/2019	EFT	Merchant Service Fee	X	-78.16	-873.17
Bill Pmt -Check	11/06/2019	2919	LifeTouch NSS Acct...	X	-4,469.25	-5,342.42
Bill Pmt -Check	11/06/2019	2913	American Express -...	X	-1,150.54	-6,492.96
Bill Pmt -Check	11/06/2019	2923	Sysco SouthEast Fl...	X	-937.50	-7,430.46
Bill Pmt -Check	11/06/2019	2915	Culinary Solutions Inc.	X	-900.00	-8,330.46
Bill Pmt -Check	11/06/2019	2914	Citi Cards - Int	X	-283.82	-8,614.28
Bill Pmt -Check	11/06/2019	2917	GFS Gordon Food S...	X	-171.47	-8,785.75
Bill Pmt -Check	11/06/2019	2918	Goulbourne, Christy	X	-130.00	-8,915.75
Bill Pmt -Check	11/06/2019	2916	Florida Deca	X	-100.00	-9,015.75
Bill Pmt -Check	11/06/2019	2924	Torres-Blanc, Luz Vi...	X	-75.00	-9,090.75
Bill Pmt -Check	11/06/2019	2922	Staples Advantage	X	-54.93	-9,145.68
Bill Pmt -Check	11/06/2019	2921	Publix Super Market...	X	-42.75	-9,188.43
Deposit	11/12/2019			X	-160.00	-9,348.43
Bill Pmt -Check	11/13/2019	2928	Deca Inc	X	-1,652.00	-11,000.43
Bill Pmt -Check	11/13/2019	2932	Sweetwater	X	-1,302.02	-12,302.45
Bill Pmt -Check	11/13/2019	2927	Dade Paper & Bag ...	X	-513.89	-12,816.34
Bill Pmt -Check	11/13/2019	2929	GFS Gordon Food S...	X	-329.60	-13,145.94
Bill Pmt -Check	11/13/2019	2933	Sysco SouthEast Fl...	X	-317.14	-13,463.08
Bill Pmt -Check	11/13/2019	2926	Canteen Refreshme...	X	-212.92	-13,676.00
Bill Pmt -Check	11/13/2019	2925	A & S Transportation	X	-192.50	-13,868.50
Bill Pmt -Check	11/20/2019	2937	Sysco SouthEast Fl...	X	-230.43	-14,098.93
Check	11/30/2019			X	-7.94	-14,106.87
Total Checks and Payments					-14,106.87	-14,106.87
Deposits and Credits - 20 items						
Deposit	11/02/2019			X	120.00	120.00
Deposit	11/04/2019			X	5.00	125.00
Deposit	11/06/2019			X	231.00	356.00
Deposit	11/07/2019			X	48.00	404.00
Deposit	11/08/2019			X	90.00	494.00
Deposit	11/08/2019			X	4,500.99	4,994.99
Deposit	11/09/2019			X	133.00	5,127.99
Deposit	11/12/2019			X	31.00	5,158.99
Deposit	11/13/2019			X	39.00	5,197.99
Deposit	11/14/2019			X	15.00	5,212.99
Deposit	11/15/2019			X	87.00	5,299.99
Deposit	11/15/2019			X	1,553.46	6,853.45
Deposit	11/17/2019			X	94.00	6,947.45
Deposit	11/18/2019			X	30.00	6,977.45
Deposit	11/19/2019			X	86.00	7,063.45
Deposit	11/20/2019			X	10.00	7,073.45
Deposit	11/20/2019			X	3,853.45	10,926.90
Deposit	11/22/2019			X	16.00	10,942.90
Deposit	11/23/2019			X	75.00	11,017.90
Deposit	11/30/2019			X	13.09	11,030.99
Total Deposits and Credits					11,030.99	11,030.99
Total Cleared Transactions					-3,075.88	-3,075.88
Cleared Balance					-3,075.88	157,110.79

11:45 AM

12/10/19

## South Tech Charter Academy, Inc

## Reconciliation Detail

1112 - South Tech Internal 2965, Period Ending 11/30/2019

Type	Date	Num	Name	Clr	Amount	Balance
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 9 items</b>						
Bill Pmt -Check	08/29/2019	2857	Lajeune, Brittney		-100.00	-100.00
Bill Pmt -Check	09/26/2019	2880	Joseph, Nelle		-76.00	-176.00
Bill Pmt -Check	10/16/2019	2903	Sally Beauty Supply		-225.59	-401.59
Bill Pmt -Check	11/06/2019	2920	National Coating & ...		-272.85	-674.44
Bill Pmt -Check	11/13/2019	2931	National Coating & ...		-256.73	-931.17
Bill Pmt -Check	11/13/2019	2930	Moore, Nancy		-37.42	-968.59
Bill Pmt -Check	11/20/2019	2936	Spanish River High ...		-702.00	-1,670.59
Bill Pmt -Check	11/20/2019	2934	Moran, Lynn		-209.06	-1,879.65
Bill Pmt -Check	11/20/2019	2935	Salas, Roman		-35.96	-1,915.61
Total Checks and Payments					-1,915.61	-1,915.61
Total Uncleared Transactions					-1,915.61	-1,915.61
Register Balance as of 11/30/2019					-4,991.49	155,195.18
<b>New Transactions</b>						
<b>Checks and Payments - 14 items</b>						
Bill Pmt -Check	12/06/2019	2942	Embroid Me		-1,582.00	-1,582.00
Bill Pmt -Check	12/06/2019	2950	Tanner, Walter		-745.86	-2,327.86
Bill Pmt -Check	12/06/2019	2948	Moran, Lynn		-400.71	-2,728.57
Bill Pmt -Check	12/06/2019	2949	National Coating & ...		-312.61	-3,041.18
Bill Pmt -Check	12/06/2019	2946	Lean, Elizabeth		-221.29	-3,262.47
Bill Pmt -Check	12/06/2019	2944	GFS Gordon Food S...		-169.58	-3,432.05
Bill Pmt -Check	12/06/2019	2940	Carballo, Katherine		-152.00	-3,584.05
Bill Pmt -Check	12/06/2019	2947	Louis, Lowrine		-100.00	-3,684.05
Bill Pmt -Check	12/06/2019	2951	Daltius, Stephanie		-100.00	-3,784.05
Bill Pmt -Check	12/06/2019	2939	Burmax Company, Inc		-98.73	-3,882.78
Bill Pmt -Check	12/06/2019	2945	Hagood, Sandi		-92.96	-3,975.74
Bill Pmt -Check	12/06/2019	2938	Brown, Michelle		-63.00	-4,038.74
Bill Pmt -Check	12/06/2019	2943	FedEx		-53.26	-4,092.00
Bill Pmt -Check	12/06/2019	2941	Chea, Derrick		-50.00	-4,142.00
Total Checks and Payments					-4,142.00	-4,142.00
<b>Deposits and Credits - 2 items</b>						
Deposit	12/02/2019				5.00	5.00
Deposit	12/06/2019				6,986.54	6,991.54
Total Deposits and Credits					6,991.54	6,991.54
Total New Transactions					2,849.54	2,849.54
Ending Balance					-2,141.95	158,044.72



P.O. Box 521599 Miami, FL 33152-1599

>003885 3631194 0001 008229 20Z  
SOUTH TECH CHARTER ACADEMY INC  
INTERNAL ACCOUNT  
1300 SW 30TH AVE  
BOYNTON BEACH FL 33426-9018

**Statement Date: November 30, 2019**

Account Number: \*\*\*\*\*2965

**Customer Service Information**

Client Care: 877-779-BANK (2265)

Web Site: [www.bankunited.com](http://www.bankunited.com)

Bank Address: BankUnited  
P.O. Box 521599  
Miami, FL 33152-1599

**Customer Message Center**

Introducing our new fraud text alert service! With BankUnited's fraud monitoring service, keeping your debit card safe is as easy as sending a text.

**PUBLIC FUNDS INTEREST CHECKING Account \*\*\*\*\*2965****Account Summary**

Statement Balance as of 10/31/2019			\$160,186.67
Plus	18	Deposits and Other Credits	\$10,987.90
Less	29	Withdrawals, Checks, and Other Debits	\$14,068.93
Less		Service Charge	\$7.94
Plus		Interest Paid	\$13.09
Statement Balance as of 11/30/2019			\$157,110.79

**Interest Summary**

Beginning Interest Rate		0.10%
Interest Paid this Statement Period		\$13.09
Interest Paid Year to Date		\$221.56

**Activity By Date**

Date	Description	Withdrawals	Deposits	Balance
11/01/2019	CHECK #2912	\$306.61		\$159,880.06
11/04/2019	MERCHANT BANKCD DEPOSIT 498232637880		\$120.00	\$160,000.06



Statement Date: November 30, 2019

Account Number: \*\*\*\*\*2965

## Activity By Date

Date	Description	Withdrawals	Deposits	Balance
	SOUTH TECH CHRTR ACAD			
11/04/2019	CHECK #2906	\$269.00		\$159,731.06
11/04/2019	CHECK #2907	\$130.60		\$159,600.46
11/04/2019	CHECK #2910	\$18.87		\$159,581.59
11/04/2019	MERCHANT BANKCD INTERCHNG 498232637880	\$20.36		\$159,561.23
	SOUTH TECH CHRTR ACAD			
11/04/2019	MERCHANT BANKCD DISCOUNT 498232637880	\$3.26		\$159,557.97
	SOUTH TECH CHRTR ACAD			
11/04/2019	MERCHANT BANKCD FEE 498232637880	\$54.54		\$159,503.43
	SOUTH TECH CHRTR ACAD			
11/05/2019	MERCHANT BANKCD DEPOSIT 498232637880		\$5.00	\$159,508.43
	SOUTH TECH CHRTR ACAD			
11/05/2019	CHECK #2908	\$49.93		\$159,458.50
11/05/2019	CHECK #2911	\$20.00		\$159,438.50
11/07/2019	MERCHANT BANKCD DEPOSIT 498232637880		\$231.00	\$159,669.50
	SOUTH TECH CHRTR ACAD			
11/08/2019	Customer Deposit		\$4,500.99	\$164,170.49
11/08/2019	MERCHANT BANKCD DEPOSIT 498232637880		\$48.00	\$164,218.49
	SOUTH TECH CHRTR ACAD			
11/12/2019	MERCHANT BANKCD DEPOSIT 498232637880		\$133.00	\$164,351.49
	SOUTH TECH CHRTR ACAD			
11/12/2019	MERCHANT BANKCD DEPOSIT 498232637880		\$90.00	\$164,441.49
	SOUTH TECH CHRTR ACAD			
11/12/2019	CHECK #2913	\$1,150.54		\$163,290.95
11/12/2019	CHECK #2915	\$900.00		\$162,390.95
11/12/2019	CHECK #2922	\$54.93		\$162,336.02
11/12/2019	CHECK #2924	\$75.00		\$162,261.02





P.O. Box 521599 Miami, FL 33152-1599

Statement Date: November 30, 2019

Account Number: \*\*\*\*\*2965

### Activity By Date

Date	Description	Withdrawals	Deposits	Balance
11/13/2019	CHECK #2918	\$130.00		\$162,131.02
11/13/2019	CHECK #2921	\$42.75		\$162,088.27
11/13/2019	CHECK #2923	\$937.50		\$161,150.77
11/13/2019	MERCHANT BANKCD DEPOSIT 498232637880 SOUTH TECH CHRTR ACAD	\$130.00		\$161,020.77
11/14/2019	MERCHANT BANKCD DEPOSIT 498232637880 SOUTH TECH CHRTR ACAD		\$40.00	\$161,060.77
11/14/2019	CHECK #2914	\$283.82		\$160,776.95
11/14/2019	CHECK #2917	\$171.47		\$160,605.48
11/14/2019	CHECK #2919	\$4,469.25		\$156,136.23
11/15/2019	Customer Deposit		\$1,553.46	\$157,689.69
11/15/2019	MERCHANT BANKCD DEPOSIT 498232637880 SOUTH TECH CHRTR ACAD		\$15.00	\$157,704.69
11/18/2019	MERCHANT BANKCD DEPOSIT 498232637880 SOUTH TECH CHRTR ACAD		\$87.00	\$157,791.69
11/18/2019	MERCHANT BANKCD DEPOSIT 498232637880 SOUTH TECH CHRTR ACAD		\$94.00	\$157,885.69
11/19/2019	MERCHANT BANKCD DEPOSIT 498232637880 SOUTH TECH CHRTR ACAD		\$30.00	\$157,915.69
11/19/2019	CHECK #2933	\$317.14		\$157,598.55
11/20/2019	Customer Deposit		\$3,853.45	\$161,452.00
11/20/2019	MERCHANT BANKCD DEPOSIT 498232637880 SOUTH TECH CHRTR ACAD		\$56.00	\$161,508.00
11/20/2019	CHECK #2925	\$192.50		\$161,315.50
11/20/2019	CHECK #2926	\$212.92		\$161,102.58
11/20/2019	CHECK #2932	\$1,302.02		\$159,800.56
11/21/2019	MERCHANT BANKCD DEPOSIT 498232637880		\$40.00	\$159,840.56

Statement Date: November 30, 2019

Account Number: \*\*\*\*\*2965

## Activity By Date

Date	Description	Withdrawals	Deposits	Balance
11/21/2019	SOUTH TECH CHRTR ACAD			
11/21/2019	CHECK #2927	\$513.89		\$159,326.67
11/21/2019	CHECK #2929	\$329.60		\$158,997.07
11/25/2019	MERCHANT BANKCD DEPOSIT 498232637880		\$16.00	\$159,013.07
11/25/2019	SOUTH TECH CHRTR ACAD			
11/25/2019	MERCHANT BANKCD DEPOSIT 498232637880		\$75.00	\$159,088.07
11/25/2019	SOUTH TECH CHRTR ACAD			
11/25/2019	CHECK #2916	\$100.00		\$158,988.07
11/27/2019	CHECK #2928	\$1,652.00		\$157,336.07
11/29/2019	CHECK #2937	\$230.43		\$157,105.64
11/29/2019	Interest Paid		\$13.09	\$157,118.73
11/29/2019	Service Charge	\$7.94		\$157,110.79

## Check Transactions

Check #	Date	Amount	Check #	Date	Amount	Check #	Date	Amount
2906	11/04	\$269.00	2916	11/25	\$100.00	2926	11/20	\$212.92
2907	11/04	\$130.60	2917	11/14	\$171.47	2927	11/21	\$513.89
2908	11/05	\$49.93	2918	11/13	\$130.00	2928	11/27	\$1,652.00
2910*	11/04	\$18.87	2919	11/14	\$4,469.25	2929	11/21	\$329.60
2911	11/05	\$20.00	2921*	11/13	\$42.75	2932*	11/20	\$1,302.02
2912	11/01	\$306.61	2922	11/12	\$54.93	2933	11/19	\$317.14
2913	11/12	\$1,150.54	2923	11/13	\$937.50	2937*	11/29	\$230.43
2914	11/14	\$283.82	2924	11/12	\$75.00			
2915	11/12	\$900.00	2925	11/20	\$192.50			

Items denoted with an "\*" indicate processed checks out of sequence.

## Rates by Date

Date	Rate
10/31	0.10%





P.O. Box 521599 Miami, FL 33152-1599

Statement Date: November 30, 2019

Account Number: \*\*\*\*\*2965

**Balances by Date**

Date	Balance	Date	Balance	Date	Balance	Date	Balance
10/31	\$160,186.67	11/08	\$164,218.49	11/18	\$157,885.69	11/27	\$157,336.07
11/01	\$159,880.06	11/12	\$162,261.02	11/19	\$157,598.55	11/29	\$157,110.79
11/04	\$159,503.43	11/13	\$161,020.77	11/20	\$159,800.56		
11/05	\$159,438.50	11/14	\$156,136.23	11/21	\$158,997.07		
11/07	\$159,669.50	11/15	\$157,704.69	11/25	\$158,988.07		

**Other Balances**

Minimum Balance this Statement Period	\$156,136.23
---------------------------------------	--------------



At BankUnited, we want to make sure that using your debit card is always as safe and convenient as possible. That's why we're launching fraud text alerts as part of our ongoing fraud monitoring program. If we have your mobile phone number on file, you will be automatically enrolled in our fraud text alert service. To learn more about our new service, please call us at 1-877-779-2265.



Statement Date: November 30, 2019

Account Number: \*\*\*\*\*2965

**If your account does not balance please check the following carefully:**

- Have you entered the amount of each check in your checkbook register?
- Are the amounts of your deposits and other additions entered in your checkbook register the same as those on this statement?
- Have you checked all additions and subtractions in your checkbook register?
- Have you carried the correct balance forward when starting a new page in your checkbook register?

**IN CASE OF QUESTIONS OR ERRORS ABOUT YOUR STATEMENT:**  
**PLEASE CALL (TOLL FREE) 1-877-779-BANK (2265) OR WRITE US AT:**

BankUnited Operations / EFT Error  
 7815 NW 148th ST, Miami Lakes, FL 33016

**For Consumer Customers Only**

Please contact us if you think your statement is wrong or if you need additional information about a transaction. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

1. Tell us your name and account number.
2. Describe the error or the transfer you are unsure about and explain as clearly as you can why you believe there is an error or why you need further information.
3. Tell us the dollar amount of the suspected error.

You may be required to put your request in writing. We will investigate your complaint and will correct any error promptly.

**For Electronic Funds Transfers**, if we take more than 10 business days to investigate and correct the error, (20 business days if you are a new customer for electronic funds transfers occurring during the first 30 days after the first deposit is made to your account), we will recredit your consumer account for the amount you think is in error (plus interest if your account earns interest), so that you will have the use of the money during the time it takes us to complete our investigation.

**For Substitute Checks**, if we take more than 10 business days to investigate and correct the error, we will recredit your consumer account for the amount of loss up to the lesser of \$2,500.00 (plus interest if your account earns interest) or the amount of the substitute check. If your account is new (30 days from the date your account was established), has been subject to repeated overdrafts, or we believe the claim is fraudulent, we may delay the availability of recredited funds until we determine the claim is valid or until the 45th day after the claim was submitted.



**Member**  
**FDIC**



South Tech Academy - Internal  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVE  
BOYNTON BEACH, FL 33408  
63-8085970

2906

10/24/2019

PAY TO THE ORDER OF Academic Planner Plus \$269.00

Two Hundred Sixty-nine and 00/100

Academic Planner Plus  
P.O. Box 2065  
Fargo, ND 58107

MEMO

\*002906\* 1267090594 0119002965\*

#2906 11/04/2019 \$269.00

South Tech Academy - Internal  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVE  
BOYNTON BEACH, FL 33408  
63-8085970

2907

10/24/2019

PAY TO THE ORDER OF Carleen Refreshment Services \$130.60

One Hundred Thirty and 60/100

Carleen Refreshment Services  
PO Box 50196  
Los Angeles, CA 90074-0196

MEMO

\*002907\* 1267090594 0119002965\*

#2907 11/04/2019 \$130.60

South Tech Academy - Internal  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVE  
BOYNTON BEACH, FL 33408  
63-8085970

2908

10/24/2019

PAY TO THE ORDER OF QFS Gordon Food Services \$49.93

Forty-nine and 93/100

QFS Gordon Food Service  
P.O. Box 68029  
Chicago, IL 60680-1029

MEMO

\*002908\* 1267090594 0119002965\*

#2908 11/05/2019 \$49.93

South Tech Academy - Internal  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVE  
BOYNTON BEACH, FL 33408  
63-8085970

2910

10/24/2019

PAY TO THE ORDER OF Office Depot \$18.87

Eighteen and 87/100

Office Depot  
PO Box 1413  
Charlotte NC 28201-1413

MEMO

\*002910\* 1267090594 0119002965\*

#2910 11/04/2019 \$18.87

South Tech Academy - Internal  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVE  
BOYNTON BEACH, FL 33408  
63-8085970

2911

10/24/2019

PAY TO THE ORDER OF Meghan Shandasani \$20.00

Twenty and 00/100

Shandasani, Meghan

MEMO

\*002911\* 1267090594 0119002965\*

#2911 11/05/2019 \$20.00

South Tech Academy - Internal  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVE  
BOYNTON BEACH, FL 33408  
63-8085970

2912

10/24/2019

PAY TO THE ORDER OF Sysco South East Florida \$306.61

Three Hundred Six and 61/100

Sysco Southeast Florida  
1999 Martin Luther King Jr.  
Riviera Beach, FL 33404

MEMO

\*002912\* 1267090594 0119002965\*

#2912 11/01/2019 \$306.61

South Tech Academy - Internal  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVE  
BOYNTON BEACH, FL 33408  
63-8085970

2913

11/6/2019

PAY TO THE ORDER OF American Express 21007 \$1,150.54

One Thousand One Hundred Fifty and 54/100

American Express 21007  
PO Box 650448  
Dallas TX 75265-0448

MEMO

\*002913\* 1267090594 0119002965\*

#2913 11/12/2019 \$1,150.54

South Tech Academy - Internal  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVE  
BOYNTON BEACH, FL 33408  
63-8085970

2914

11/6/2019

PAY TO THE ORDER OF Citicards \$283.82

Two Hundred Eighty-Three and 82/100

Cit Cards  
PO Box 5001016  
Louisville, KY 40290-1016

MEMO

\*002914\* 1267090594 0119002965\*

#2914 11/14/2019 \$283.82

South Tech Academy - Internal  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVE  
BOYNTON BEACH, FL 33426  
83-83962873

2916

11/8/2019

PAY TO THE ORDER OF: Deborah Solutions, LLC \$ 900.00

Nine Hundred and 00/100

MEMO: Deborah Solutions, LLC  
1102 W. 30th Ave  
Suite 104  
Boynton Beach, FL 33426

VOID AFTER 120 DAYS

#002915\* 4267090594\* 0119002965\*

#2915 11/12/2019 \$900.00

South Tech Academy - Internal  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVE  
BOYNTON BEACH, FL 33426  
83-83962873

2916

11/8/2019

PAY TO THE ORDER OF: Florida Deas \$ 100.00

One Hundred and 00/100

MEMO: Florida Deas  
c/o Lynne Levenhagen  
865 S. Ronald Reagan Blvd  
Longwood, FL 32750

VOID AFTER 120 DAYS

#002916\* 4267090594\* 0119002965\*

#2916 11/25/2019 \$100.00

South Tech Academy - Internal  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVE  
BOYNTON BEACH, FL 33426  
83-83962873

2917

11/8/2019

PAY TO THE ORDER OF: GFS Gordon Food Service \$ 171.47

One Hundred Seventy One and 47/100

MEMO: GFS Gordon Food Service  
P.O. Box 88029  
Chicago, IL 60680-1029

VOID AFTER 120 DAYS

#002917\* 4267090594\* 0119002965\*

#2917 11/14/2019 \$171.47

South Tech Academy - Internal  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVE  
BOYNTON BEACH, FL 33426  
83-83962873

2918

11/8/2019

PAY TO THE ORDER OF: Christy Goulbourne \$ 130.00

One Hundred Thirty and 00/100

MEMO: Christy Goulbourne  
1107 SW 24th Avenue  
Boynton Beach, FL 33426

VOID AFTER 120 DAYS

#002918\* 4267090594\* 0119002965\*

#2918 11/13/2019 \$130.00

South Tech Academy - Internal  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVE  
BOYNTON BEACH, FL 33426  
83-83962873

2919

11/8/2019

PAY TO THE ORDER OF: LifeTouch NSS Accts Receivable \$ 4,469.25

Four Thousand Four Hundred Sixty Nine and 25/100

MEMO: LifeTouch NSS Accts Receivable  
P.O. Box 46923  
Eden Prairie, MN 55344-9728

VOID AFTER 120 DAYS

#002919\* 4267090594\* 0119002965\*

#2919 11/14/2019 \$4,469.25

South Tech Academy - Internal  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVE  
BOYNTON BEACH, FL 33426  
83-83962873

2921

11/8/2019

PAY TO THE ORDER OF: Publix Super Markets, Inc \$ 42.75

Forty Two and 75/100

MEMO: Publix Super Markets, Inc  
PO Box 32009  
Lakeland, FL 33602-2009

VOID AFTER 120 DAYS

#002921\* 4267090594\* 0119002965\*

#2921 11/13/2019 \$42.75

South Tech Academy - Internal  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVE  
BOYNTON BEACH, FL 33426  
83-83962873

2922

11/8/2019

PAY TO THE ORDER OF: Staples Advantage \$ 54.93

Fifty Four and 93/100

MEMO: Staples Advantage  
PO Box 105749  
Atlanta, GA 30348-5748

VOID AFTER 120 DAYS

#002922\* 4267090594\* 0119002965\*

#2922 11/12/2019 \$54.93

South Tech Academy - Internal  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVE  
BOYNTON BEACH, FL 33426  
83-83962873

2923

11/8/2019

PAY TO THE ORDER OF: Syco South East Florida \$ 937.50

Nine Hundred Thirty Seven and 50/100

MEMO: Syco South East Florida  
1909 Martin Luther King Jr.  
Riverside Beach, FL 33404

VOID AFTER 120 DAYS

#002923\* 4267090594\* 0119002965\*

#2923 11/13/2019 \$937.50



South Tech Academy - Internal  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVE  
BOYNTON BEACH, FL 33408  
888-888-8888

2924

11/12/2019

PAY TO THE ORDER OF: Luz Victoria Torres-Blanco \$ 75.00

Seventy-Five and 00/100

VOID AFTER 120 DAYS

MEMO: Luz Victoria Torres-Blanco

#002924# 12670905944 0119002465\*

#2924 11/12/2019 \$75.00

South Tech Academy - Internal  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVE  
BOYNTON BEACH, FL 33408  
888-888-8888

2925

11/20/2019

PAY TO THE ORDER OF: A & S Transportation \$ 192.50

One Hundred Ninety-Two and 50/100

VOID AFTER 120 DAYS

MEMO: A & S Transportation  
PO Box 841870  
Dallas, TX 75284-1879

#002925# 12670905944 0119002465\*

#2925 11/20/2019 \$192.50

South Tech Academy - Internal  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVE  
BOYNTON BEACH, FL 33408  
888-888-8888

2926

11/20/2019

PAY TO THE ORDER OF: Capeles Refreshment Services \$ 212.92

Two Hundred Twelve and 92/100

VOID AFTER 120 DAYS

MEMO: Capeles Refreshment Services  
PO Box 50196  
Los Angeles, CA 90074-0196

#002926# 12670905944 0119002465\*

#2926 11/20/2019 \$212.92

South Tech Academy - Internal  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVE  
BOYNTON BEACH, FL 33408  
888-888-8888

2927

11/21/2019

PAY TO THE ORDER OF: Dece Paper & Bag Co. \$ 513.89

Five Hundred Thirteen and 89/100

VOID AFTER 120 DAYS

MEMO: Dece Paper & Bag Co.  
490 Box 826088  
Miami, FL 33186

#002927# 12670905944 0119002465\*

#2927 11/21/2019 \$513.89

South Tech Academy - Internal  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVE  
BOYNTON BEACH, FL 33408  
888-888-8888

2928

11/27/2019

PAID ONLINE

PAY TO THE ORDER OF: Dece Inc. \$ 1,652.00

One Thousand Six Hundred Fifty-Two and 00/100

VOID AFTER 120 DAYS

MEMO: Dece Inc.  
1908 Association Dr.  
Reston, VA 20191

#002928# 12670905944 0119002465\*

#2928 11/27/2019 \$1,652.00

South Tech Academy - Internal  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVE  
BOYNTON BEACH, FL 33408  
888-888-8888

2929

11/21/2019

PAY TO THE ORDER OF: GPS Gordon Food Services \$ 329.60

Three Hundred Twenty-Nine and 60/100

VOID AFTER 120 DAYS

MEMO: GPS Gordon Food Service  
P O Box 69029  
Chicago, IL 60680-1029

#002929# 12670905944 0119002465\*

#2929 11/21/2019 \$329.60

South Tech Academy - Internal  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVE  
BOYNTON BEACH, FL 33408  
888-888-8888

2932

11/20/2019

PAY TO THE ORDER OF: Sweetwater \$ 1,302.02

One Thousand Three Hundred Two and 02/100

VOID AFTER 120 DAYS

MEMO: Sweetwater  
5501 US Hwy 30 W  
Fort Wayne, IN 46818

#002932# 12670905944 0119002465\*

#2932 11/20/2019 \$1,302.02

South Tech Academy - Internal  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
324 N. CONGRESS AVE  
BOYNTON BEACH, FL 33408  
888-888-8888

2933

11/19/2019

PAY TO THE ORDER OF: Byron South-East Floride \$ 317.14

Three Hundred Seventeen and 14/100

VOID AFTER 120 DAYS

MEMO: Byron South-East Florida  
1899 Martin Luther King Jr.  
Riviera Beach, FL 33404

#002933# 12670905944 0119002465\*

#2933 11/19/2019 \$317.14

South Tech Academy - Internal  
1900 SW 30th Avenue  
Boynton Beach, FL 33426

BANKUNITED  
3344 CONGRESS AVE  
BOYNTON BEACH, FL 33448  
8888888888

2937

11/29/2019

PAY TO THE ORDER OF Sysco South East Florida \$ 230.43

Two Hundred Thirty and 43/100 DOLLARS

Sysco South East Florida  
1859 Martin Luther King Jr.  
Riviera Beach, FL 33404

VOID AFTER 60 DAYS

MEMO

⑆002937⑆ ⑆257090594⑆ ⑆0119002965⑆

#2937

11/29/2019

\$230.43

1:49 PM

12/09/19

**South Tech Charter Academy, Inc**

**Reconciliation Summary**

**1113 · Money Market Account 2981, Period Ending 11/30/2019**

---

	<u>Nov 30, 19</u>
Beginning Balance	834,493.52
Cleared Transactions	
Deposits and Credits - 1 item	<u>112.03</u>
Total Cleared Transactions	<u>112.03</u>
Cleared Balance	<u><u>834,605.55</u></u>
Register Balance as of 11/30/2019	834,605.55
Ending Balance	834,605.55

1:49 PM

12/09/19

## South Tech Charter Academy, Inc

## Reconciliation Detail

1113 · Money Market Account 2981, Period Ending 11/30/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						834,493.52
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	11/30/2019			X	112.03	112.03
Total Deposits and Credits					112.03	112.03
Total Cleared Transactions					112.03	112.03
Cleared Balance					112.03	834,605.55
Register Balance as of 11/30/2019					112.03	834,605.55
Ending Balance					112.03	834,605.55





P.O. Box 521599 Miami, FL 33152-1599

>005738 3628510 0001 008229 10Z  
SOUTH TECH CHARTER ACADEMY INC  
1300 SW 30TH AVE  
BOYNTON BEACH FL 33426-9018

Statement Date: November 30, 2019

Account Number: \*\*\*\*\*2981

## Customer Service Information



Client Care: 877-779-BANK (2265)



Web Site: www.bankunited.com



Bank Address: BankUnited  
P.O. Box 521599  
Miami, FL 33152-1599



## Customer Message Center

Introducing our new fraud text alert service! With BankUnited's fraud monitoring service, keeping your debit card safe is as easy as sending a text.

## PUBLIC FUNDS MONEY MARKET Account \*\*\*\*\*2981

## Account Summary

Statement Balance as of 10/31/2019		\$834,493.52
Plus	0 Deposits and Other Credits	\$0.00
Less	0 Withdrawals, Checks, and Other Debits	\$0.00
Less	Service Charge	\$0.00
Plus	Interest Paid	\$112.03
Statement Balance as of 11/30/2019		\$834,605.55

## Interest Summary

Beginning Interest Rate	0.15%
Interest Period Days	30
Interest Annual Percentage Yield Earned this Statement Period (APYE)	0.16%
Interest Paid this Statement Period	\$112.03
Interest Paid Year to Date	\$3,358.53

## Activity By Date

Date	Description	Withdrawals	Deposits	Balance
11/29/2019	Interest Paid		\$112.03	\$834,605.55

Statement Date: November 30, 2019

Account Number: \*\*\*\*\*2981

**Rates By Date**

Date	Rate
10/31	0.15%

**Balances by Date**

Date	Balance	Date	Balance
10/31	\$834,493.52	11/29	\$834,605.55

**Other Balances**

Minimum Balance this Statement Period

\$834,493.52



At BankUnited, we want to make sure that using your debit card is always as safe and convenient as possible. That's why we're launching fraud text alerts as part of our ongoing fraud monitoring program. If we have your mobile phone number on file, you will be automatically enrolled in our fraud text alert service. To learn more about our new service, please call us at 1-877-779-2265.





P.O. Box 521599 Miami, FL 33152-1599

Page 3 of 3

**Statement Date: November 30, 2019**

Account Number: \*\*\*\*\*2981

**If your account does not balance please check the following carefully:**

Have you entered the amount of each check in your checkbook register?

Are the amounts of your deposits and other additions entered in your checkbook register the same as those on this statement?

Have you checked all additions and subtractions in your checkbook register?

Have you carried the correct balance forward when starting a new page in your checkbook register?

**IN CASE OF QUESTIONS OR ERRORS ABOUT YOUR STATEMENT:  
PLEASE CALL (TOLL FREE) 1-877-779-BANK (2265) OR WRITE US AT:**

BankUnited Operations / EFT Error  
7815 NW 148th ST, Miami Lakes, FL 33016

**For Consumer Customers Only**

Please contact us if you think your statement is wrong or if you need additional information about a transaction. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

1. Tell us your name and account number.
2. Describe the error or the transfer you are unsure about and explain as clearly as you can why you believe there is an error or why you need further information.
3. Tell us the dollar amount of the suspected error.

You may be required to put your request in writing. We will investigate your complaint and will correct any error promptly.

**For Electronic Funds Transfers**, if we take more than 10 business days to investigate and correct the error, (20 business days if you are a new customer for electronic funds transfers occurring during the first 30 days after the first deposit is made to your account), we will recredit your consumer account for the amount you think is in error (plus interest if your account earns interest), so that you will have the use of the money during the time it takes us to complete our investigation.

**For Substitute Checks**, if we take more than 10 business days to investigate and correct the error, we will recredit your consumer account for the amount of loss up to the lesser of \$2,500.00 (plus interest if your account earns interest) or the amount of the substitute check. If your account is new (30 days from the date your account was established), has been subject to repeated overdrafts, or we believe the claim is fraudulent, we may delay the availability of recredited funds until we determine the claim is valid or until the 45th day after the claim was submitted.



**Member  
FDIC**

**BankUnited, N.A.**

Statement Date: November 30, 2019

Account Number: 123456789012

BankUnited

P.O. Box 55, Fort Lauderdale, FL 33301-0055

If your account does not balance, please check the following carefully:  
 Have you entered the amount of each deposit or withdrawal correctly?  
 Are the amounts of your deposits or withdrawals the same as those on this statement?  
 Have you checked all deposits and withdrawals against your checkbook register?  
 Have you entered the correct payment amount on your checkbook register?

IN CASE OF QUESTIONS OR ERRORS ABOUT YOUR STATEMENT,  
 PLEASE CALL (TOLL FREE) 1-877-THE-BANK (8226) OR WRITE US AT:

BankUnited Consumer Services, P.O. Box 55  
 Fort Lauderdale, FL 33301-0055



**BankUnited**

**We appreciate your business.**

For Electronic Funds Transfers, it is recommended that you keep a record of all transactions and compare the amount of the deposit or withdrawal to the amount on the statement. If you are a new customer, please allow 30 days after the first deposit or withdrawal to ensure that the amount you think is in error is not a result of a system error. If you are a returning customer, please allow 30 days after the first deposit or withdrawal to ensure that the amount you think is in error is not a result of a system error. If you are a returning customer, please allow 30 days after the first deposit or withdrawal to ensure that the amount you think is in error is not a result of a system error.

If a "Substitute Check" is received, it will be processed as a cash item and will be credited to your account. If a "Substitute Check" is received, it will be processed as a cash item and will be credited to your account. If a "Substitute Check" is received, it will be processed as a cash item and will be credited to your account. If a "Substitute Check" is received, it will be processed as a cash item and will be credited to your account. If a "Substitute Check" is received, it will be processed as a cash item and will be credited to your account.

Member  
**FDIC**

Equal Housing  
 Lender

BankUnited, N.A.

**Motion:**

I recommend that the Board approve and ratify the Charter school monthly Disbursement Reports for the month ending November 30, 2019 as required by the Sponsor.

**Summary Information:**

The Charter school is required to provide several financial documents on an ongoing basis. Monthly records of disbursements are a requirement that must be provided to the Board.

The Charter school maintains several accounts in order to maximize the earnings potential of the funding. Each school account is listed separately along with a disbursement record of activity. Disbursements are made by warrant, wire transfer, account transfer and use of direct debit card. Processing of disbursements takes place on a daily basis by the Charter business staff. All disbursements are reviewed and approved by the Board Chair. All warrants have two signatories.

Attachments: Disbursement Report

**Presented By:**

James Notter, Board Chair

**Financial Impact:**

There is no financial impact related to this item.

**South Tech Charter Academy, Inc**  
**Account QuickReport**  
**As of November 30, 2019**

Date	Num	Name	Amount
<b>1111 - South Tech Operating 2973</b>			
11/15/2019	2040	Payroll	-181,465.12
11/30/2019	2057	Payroll	-172,441.16
11/25/2019	2066	Payroll	-85,331.40
11/30/2019	2067	Florida Retirement System	-66,661.21
11/06/2019	7088	Blue Cross Blue Shield	-62,759.07
11/20/2019	7122	A & S Transportation	-58,390.06
11/15/2019	2040	Payroll	-55,823.43
11/30/2019	2057	Payroll	-53,115.72
11/13/2019	7108	A & S Transportation	-51,520.64
11/06/2019	7085	Alta Monclair	-24,457.19
11/06/2019	7094	FPL	-23,652.87
11/20/2019	7127	Certiport Inc	-18,250.95
11/25/2019	2066	Payroll	-14,137.20
11/20/2019	7133	Mac Express Cleaning Service	-12,480.00
11/06/2019	7100	Palm Beach County School Distr...	-11,901.15
11/20/2019	7141	Publix Super Markets, Inc	-9,450.62
11/06/2019	7086	American Express #21007 Oper	-8,272.43
11/06/2019	7097	GIS Benefits	-5,493.89
11/13/2019	7113	Florida School Book Depository, ...	-4,233.90
11/20/2019	7135	Memic Indemnity Company	-3,455.30
11/13/2019	7111	City of Boynton Beach Utilities D...	-3,350.57
11/13/2019	7109	All Metro Health Care	-3,344.00
11/20/2019	7129	Dex Imaging	-2,596.53
11/20/2019	7149	WPGL Consulting LLC	-2,000.00
11/20/2019	7128	Clean All Supply	-1,764.45
11/06/2019	7098	Mac Express Cleaning Service	-1,722.80
11/20/2019	7132	Great American Financial Service	-1,394.96
11/13/2019	7115	Mobile Fingerprints	-1,350.00
11/20/2019	7130	FJ Vodolo & Associates, LLC	-1,156.25
11/25/2019	7150	Vargas, Anthony	-1,100.00
11/20/2019	7144	Staples Advantage	-1,056.76
11/20/2019	7124	Arnold Law Firm	-977.40
11/06/2019	7102	Powell Landscaping & Design	-900.00
11/20/2019	7140	Powell Landscaping & Design	-900.00
11/20/2019	7139	O'Reilly Automotive, Inc.	-644.33
11/20/2019	7123	Amerigas	-525.03
11/13/2019	7117	Shamdasani, Meghan	-503.64
11/20/2019	7134	Managed Care Concepts	-445.50
11/13/2019	7119	Trumble-Thomas Teresa	-421.64
11/06/2019	7090	Citi Cards - Oper	-417.67
11/13/2019	7116	National Print & Design	-410.00
11/06/2019	7105	The School District of Palm Bea...	-400.00
11/06/2019	7095	Gallagher, Leeann	-388.26
11/20/2019	7125	AT&T	-360.35
11/06/2019	7101	Pancione, Robert	-350.46
11/06/2019	7091	Department of Adult and Comm...	-325.00
11/04/2019	EFT	Merchant Service Fee	-318.68
11/15/2019	2040	Payroll	-294.00
11/06/2019	7093	Florida U.C. Fund	-275.00
11/30/2019	2057	Payroll	-274.00
11/20/2019	7146	Stewart, Julie	-273.30
11/20/2019	7126	Building Hope Services	-250.00
11/06/2019	7106	Thompson, Tonya	-246.64
11/06/2019	7107	Valdez, Miguel	-225.00
11/13/2019	7120	Valdez, Miguel	-225.00
11/13/2019	7118	Sun Sentinel	-218.45
11/20/2019	7145	Stericycle	-211.13
11/20/2019	7143	South Tech Culinary Academy	-210.00
11/20/2019	7138	NexAir, LLC	-190.68
11/25/2019	2066	Payroll	-178.00
11/20/2019	7137	Neopost USA Inc	-164.97
11/06/2019	7104	Tanner, Walter	-131.46
11/13/2019	7112	FedEx	-123.77
11/13/2019	7121	Verizon Wireless	-105.05
11/20/2019	7136	Neofunds by Neopost	-103.59
11/06/2019	7092	Fernandez, Maria	-102.49
11/06/2019	7096	Garcia, Guillermo	-81.93

# South Tech Charter Academy, Inc

## Account QuickReport

As of November 30, 2019

Date	Num	Name	Amount
11/20/2019	7131	Garcia, Guillermo	-77.92
11/20/2019	7148	The School District of Palm Bea...	-75.00
11/06/2019	7103	State Of Florida Disbursement Unit	-70.70
11/13/2019	7114	Garcia, Guillermo	-59.98
11/20/2019	7142	Quill	-53.08
11/30/2019			-51.93
11/20/2019	7147	Tanner, Walter	-41.90
11/06/2019	7099	Palardis, Jon	-39.96
11/04/2019	EFT	Authnet Gateway	-36.70
11/01/2019	EFT	FDGL	-35.28
11/06/2019	7087	American Express 11003 - Oper	-35.00
11/06/2019	7089	Buchholz, Debbie	-19.99
11/13/2019	7110	Breault, Neil	-19.98
11/19/2019	EFT	Telecheck	-15.00
Total 1111 - South Tech Operating 2973			-956,934.47
<b>1112 - South Tech Internal 2965</b>			
11/06/2019	2919	LifeTouch NSS Accts Receivable	-4,469.25
11/13/2019	2928	Deca Inc	-1,652.00
11/13/2019	2932	Sweetwater	-1,302.02
11/06/2019	2913	American Express -21007 Int	-1,150.54
11/06/2019	2923	Sysco SouthEast Florida	-937.50
11/06/2019	2915	Culinary Solutions Inc.	-900.00
11/20/2019	2936	Spanish River High School	-702.00
11/13/2019	2927	Dade Paper & Bag Co.	-513.89
11/13/2019	2929	GFS Gordon Food Services Miami	-329.60
11/13/2019	2933	Sysco SouthEast Florida	-317.14
11/06/2019	2914	Citi Cards - Int	-283.82
11/06/2019	2920	National Coating & Supplies	-272.85
11/13/2019	2931	National Coating & Supplies	-256.73
11/20/2019	2937	Sysco SouthEast Florida	-230.43
11/13/2019	2926	Canteen Refreshment Services	-212.92
11/20/2019	2934	Moran, Lynn	-209.06
11/13/2019	2925	A & S Transportation	-192.50
11/06/2019	2917	GFS Gordon Food Services Miami	-171.47
11/12/2019		<u>CC Refund</u>	-160.00
11/06/2019	2918	Goulbourne, Christy	-130.00
11/06/2019	2916	Florida Deca	-100.00
11/04/2019	EFT	Merchant Service Fee	-78.16
11/06/2019	2924	Torres-Blanc, Luz Victoria	-75.00
11/06/2019	2922	Staples Advantage	-54.93
11/06/2019	2921	Publix Super Markets, Inc	-42.75
11/13/2019	2930	Moore, Nancy	-37.42
11/20/2019	2935	Salas, Roman	-35.96
11/30/2019			-7.94
Total 1112 - South Tech Internal 2965			-14,825.88
<b>TOTAL</b>			<b>-971,760.35</b>



**Motion:**

I recommend that the Board approve and ratify the monthly financial statements for month ending November 30, 2019 required by the Sponsor.

**Summary Information:**

The State statutes and the Palm Beach County School District require charter schools to provide financial statements on a monthly basis in the format that School Districts are required to follow. This format is prescribed by the Governmental Accounting Standards Board (GASB).

The monthly statements include:

1. Statement of Revenues, Expenditures and Changes in Fund Balance Budget to Actual
2. The combined Statement of Revenues, Expenditures and Changes in Fund Balance
3. A Combined Balance Sheet – All Fund Types

Quarterly, a Statement of Net Assets is also required. This is provided in March, June, September and December.

Attachments: Monthly Financial Statements

**Presented By:**

James Notter, Board Chair

**Financial Impact:**

There is no financial impact for this item.

**Governmental Accounting Standards Board (GASB) Monthly Financial Form**  
**South Tech Academy with MSID Number 1571**  
**Palm Beach County, Florida**  
**For the Month Ended November 30, 2019 and For the Year Ending June 30, 2020**  
**November 30, 2019**

	<u>Accounts</u>	<u>General Fund</u>	<u>Special Revenue Fund</u>	<u>Debt Service</u>	<u>Capital Outlay</u>	<u>Total Governmental Funds</u>
<b>ASSETS</b>						
Cash and cash equivalents	1110	\$ 1,273,044	\$ -	\$ -	\$ -	\$ 1,273,044
Investments	1160					-
Grant receivables	1130	100,032				100,032
Other current assets	12XX	93,211				93,211
Deposits	1210				-	-
Due from other funds	1140	185,750				185,750
Other long-term assets	1400	150,763				150,763
Total Assets		<u>\$ 1,802,800</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,802,800</u>
<b>LIABILITIES AND FUND BALANCE</b>						
Liabilities						
Accounts payable	2120	\$ 233,649	\$ -	\$ -	\$ -	\$ 233,649
Salaries, benefits, and payroll taxes payable	2110, 2170, 2330	523,595				523,595
Deferred revenue	2410	-				-
Notes/bonds payable	2180, 2250, 2310, 2320					-
Lease payable	2315					-
Other liabilities	21XX, 22XX, 23XX					-
Total Liabilities		<u>757,244</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>757,244</u>
Fund Balance						
Nonspendable	2710	243,974				243,974
Restricted	2720					-
Committed	2730					-
Assigned	2740	152,944				152,944
Unassigned	2750	648,638				648,638
Total Fund Balance		<u>1,045,556</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,045,556</u>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>		<u><u>\$ 1,802,800</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 1,802,800</u></u>

**South Tech Academy with MSID Number (1571)**  
**Palm Beach County, Florida**  
**Statement of Revenue, Expenditures, and Changes in Fund Balance (Unaudited)**  
**For the Month Ended November 30, 2019 and For the Year Ending June 30, 2020**

FTE Projected		1,085								
FTE Actual		1,104	102% Percent of Projected							
		General Fund				Special Revenue				
	Account Number	Month/ Quarter Actual	YTD Actual	Annual Budget	% of YTD Actual to Annual Budget	Month/ Quarter Actual	YTD Actual	Annual Budget	% of YTD Actual to Annual Budget	
Revenues										
FEDERAL SOURCES										
	Federal direct	3100	\$ -	\$ -	\$ -	%	\$ -	\$ -	-	%
	Federal through state and local	3200					61,299	268,333	653,216	41%
STATE SOURCES										
	FEFP	3310	600,505	2,749,337	6,508,479	42%				
	Capital outlay	3397	5,594	83,645	298,000	28%				
	Class size reduction	3355	89,021	431,591	1,026,388	42%				
	School recognition	3361	-	-	-					
	Other state revenue	33XX	139,055	401,944	1,184,330	34%				
LOCAL SOURCES										
	Interest	3430	159	1,345	5,000	27%				
	Local capital improvement tax	3413								
	Other local revenue	34XX	20,106	274,280	493,220	56%				
Total Revenues			854,440	3,942,142	9,515,417	41%	61,299	268,333	653,216	41%
Expenditures										
Current Expenditures										
	Instruction	5000	497,239	2,255,694	5,617,584	40%	28,885	185,875	417,418	45%
	Instructional support services	6000	64,663	287,778	740,562	39%	19,465	91,040	234,798	39%
	Board	7100	19,372	56,755	97,440	58%				
	General administration	7200	3,255	103,631	190,339	54%				
	School administration	7300	45,194	260,545	553,405	47%				
	Facilities and acquisition	7400								
	Fiscal services	7500	17,368	75,457	169,135	45%				
	Food services	7600								
	Central services	7700	11,831	61,005	176,306	35%				
	Pupil transportation services	7800	51,522	233,561	661,570	35%	-	70	1,000	7%
	Operation of plant	7900	44,209	287,222	729,470	39%	15,519	15,519	-	
	Maintenance of plant	8100	5,264	28,864	51,611	56%				
	Administrative technology services	8200	6,619	36,878	76,816	48%				
	Community services	9100	13,072	104,557	245,000	43%				
	Debt service	9200								
Total Expenditures			779,608	3,791,947	9,309,238	41%	63,869	292,504	653,216	45%
Excess (Deficiency) of Revenues Over Expenditures			74,832	150,195	206,179		(2,570)	(24,171)	-	
Other Financing Sources (Uses)										
	Transfers in	3600	-	-	-		2,570	24,171		
	Transfers out	9700	(2,570)	(24,171)			-	-		
Total Other Financing Sources (Uses)			(2,570)	(24,171)	-		2,570	24,171	-	
Net Change in Fund Balances			72,262	126,024	206,179		-	-		
	Fund balances, beginning		975,581	1,002,552	1,002,552	100%				
	Adjustments to beginning fund balance		(2,287)	(83,020)						
Fund Balances, Beginning as Restated			973,294	919,532	1,002,552	92%	-	-	-	
Fund Balances, Ending			\$ 1,045,556	\$ 1,045,556	\$ 1,208,731	87%	\$ -	\$ -	-	%

Debt Service				Capital Outlay				Total Governmental Funds			
Month/ Quarter		% of YTD Actual to		Month/ Quarter		% of YTD Actual to		Month/ Quarter		% of YTD Actual to	
Actual	YTD Actual	Annual Budget	Annual Budget	Actual	YTD Actual	Annual Budget	Annual Budget	Quarter Actual	YTD Actual	Annual Budget	Annual Budget
\$ -	\$ -	\$ -	%	\$ -	\$ -	\$ -	%	-	-	-	%
								61,299	268,333	653,216	41%
								600,505	2,749,337	6,508,479	42%
								5,594	83,645	298,000	28%
								89,021	431,591	1,026,388	42%
								-	-	-	
								139,055	401,944	1,184,330	34%
								159	1,345	5,000	27%
								-	-	-	
								20,106	274,280	493,220	56%
-	-	-		-	-	-		915,739	4,210,475	10,168,633	41%
								526,124	2,441,569	6,035,002	40%
								84,128	378,818	975,360	39%
								19,372	56,755	97,440	58%
								3,255	103,631	190,339	54%
								45,194	260,545	553,405	47%
								-	-	-	
								17,368	75,457	169,135	45%
								-	-	-	
								11,831	61,005	176,306	35%
								51,522	233,631	662,570	35%
				-	-	-		59,728	302,741	729,470	42%
								5,264	28,864	51,611	56%
								6,619	36,878	76,816	48%
								13,072	104,557	245,000	43%
								-	-	-	
-	-	-		-	-	-		843,477	4,084,451	9,962,454	41%
-	-	-		-	-	-		72,262	126,024	206,180	
								2,570	24,171	-	
								(2,570)	(24,171)	-	
-	-	-		-	-	-		-	-	-	
-	-			-	-			72,262	126,024	206,180	
								975,581	1,002,552	1,002,552	100%
								(2,287)	(83,020)	-	
-	-	-		-	-	-		973,294	919,532	1,002,552	92%
\$ -	\$ -	\$ -	%	\$ -	\$ -	\$ -	%	1,045,556	1,045,556	1,208,732	87%



**SOUTHTECH PREPARATORY ACADEMY, INC.**  
**CONSENT AGENDA**  
**January 16, 2020**

**Old Business**

**None.**

**Administrative Items**

- PA-1** I recommend that the Board approve the SouthTech Schools and SouthTech Preparatory Academy 2019-2020 calendar revisions.
- PA-2** The South Tech Preparatory Academy Site Purchase Committee recommends that the Board approve letter of intent to 1325 Gateway LLC, Landlord, for the property known as 1275 - 1325 Gateway Blvd, Boynton Beach, FL, 33426, for the purposes of purchasing or extending its current lease.

**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 month ending November 30, 2019 as required by the Sponsor.
- PC-2** I recommend that the Board approve and ratify the Charter school monthly Disbursement Report for month ending November 30, 2019 as required by the Sponsor.
- PC-3** I recommend that the Board approve and ratify the monthly financial statements for month ending November 30, 2019 as required by the Sponsor.
- PC-4** I recommend that the Board approve the nightly cleaning agreement with M&T Cleaning Solutions.
- PC-5** I recommend that the Board approve the STPA SY20 Amended Budget as of January 16, 2020.

**Emergency Items**

**None.**

**Motion:**

I recommend that the Board approve the SouthTech Schools and SouthTech Preparatory Academy 2019-2020 calendar revisions.

**Summary Information:**

There will be no school for students on Tuesday, March 17, 2020. The change was made to the School District of Palm Beach County calendar to accommodate the Presidential Preference Primary. March 17 will be a Duty/PDD day for teachers and staff. Students will return from Spring Break on Monday, March 30, rather than Tuesday, March 31. The last day of Quarter 3 was changed to March 16, 2020, and the beginning of Quarter 4 was changed to March 18, 2020 for SouthTech Preparatory Academy.

Attachments: STS and STPA Calendar 2019-2020

**Presented By:**

James Notter, Board Chair

**Financial Impact:**

There is no financial impact for this item.

JULY 2019				
MON	TUE	WED	THU	FRI
1 School Closed	2 HOLIDAY School Closed	3 School Closed	4 School Closed	5 School Closed
8 School Closed	9 School Closed	10 School Closed	11 School Closed	12 School Closed
15	16	17	18	19 School Closed 4 Day Week
Floating Week for all 220 Employees Contract ONLY				
22  Begin 220-A, I, IS, NI 210-I 213-I	23	24  SAM RECRUITMENT NIGHT	25	26 School Closed 4 Day Week
29  Begin 202-I	30	31  SAM		
OCTOBER 2019				
MON	TUE	WED	THU	FRI
	1A	2 B Retake Picture Day CPSC	3 A	4 B
7 A	8 B DHM/SISC	9 HOLIDAY ALL	10 A FACM Board Meeting	11 B
14 A	15 B	16 A CPEM	17 B End 1st Nine Weeks Grades Completed	18 No Students Teacher Work Day FACM/LTM/PLC BTAP /SAM/GLM
21 A Begin 2nd Nine Weeks	22 B DHM	23 A Fall Training for Parents	24 B Grade Verification	25 A
BOOK FAIR				
28 B	29 A Report Card Distribution	30 B	31 A CPSC	
JANUARY 2020				
MON	TUE	WED	THU	FRI
		1 HOLIDAY ALL	2 HOLIDAY ALL	3 HOLIDAY ALL
6 No Students Teacher Work Day FACM/LTM BTAP/PEP/SAM	7 B Begin 3rd Nine Weeks Begin 2nd Semester	8 A CPEM Grade Verification	9 B DHM	10 A
13 B	14 A	15 B CPSC	16 A FACM Board Meeting Report Card Distribution	17 B
20 HOLIDAY ALL	21 A DHM	22 B RECRUITMENT NIGHT SISC	23 A GLM	24 B
27 A	28 B	29 A	30 B PLC	31 A

AUGUST 2019				
MON	TUE	WED	THU	FRI
			1  Begin 191-I	2 School Closed 4 Day Week
5 Pre-School FACM Begin 196-I	6 Pre-School FACM/LTM BTAP/DHM	7 Pre-School New Student Orientation	8 Pre-School FACM Board Meeting	9 Pre-School BTAP
12 A STUDENTS FIRST DAY Begin 1st Semester Begin 1st Nine Weeks	13 B	14 A CPEM	15 B	16 A DHM
19 B	20 A DHM	21 B CPSC	22 A GLM PICTURE DAY	23 B
26 A	27 B DHM	28 A SISC MEET THE TEACHER PARENT NIGHT/TITLE I	29 B	30 A
NOVEMBER 2019				
MON	TUE	WED	THU	FRI
				1 B
4 A	5 B	6 A CPEM/ SISC	7 B SUMMIT	8 A
11 No Students Teacher Work Day FACM/LTM/ BTAP/SAM/DHM	12 B PLC	13 A	14 B GLM/FACM Board Meeting	15 A Progress Reports Go Home
18 B	19 A	20 B	21 A DHM	22 B
25 HOLIDAY ALL	26 HOLIDAY ALL	26 HOLIDAY ALL	28 HOLIDAY ALL	29 HOLIDAY ALL
FEBRUARY 2020				
MON	TUE	WED	THU	FRI
3 B	4 A	5 B	6 A	7 B
10 A	11 B DHM	12 A CPEM	13 B FACM Board Meeting	14 A
17 B Progress Reports go Home	18 A CPSC	19 B PARENT NIGHT/ Parent Training SISC	20 A GLM	21 B
24 A	25 B DHM	26 A	27 B PLC College Tour	28 No Students Teacher Work Day FACM/DHM/ BTAP/SAM

SEPTEMBER 2019				
MON	TUE	WED	THU	FRI
2 HOLIDAY ALL	3 B	4 A CPEM	5 B	6 A
9 B	10 A DHM	11 B CPSC/SISC	12 A	13 B Progress Reports Go Home
16 A	17 B FACM Annual / Regular Governing Board Meeting	18 A	19 B GLM	20 A
23 B	24 A DHM	25 B RECRUITMENT NIGHT 6:00PM	26 A	27 B
30 HOLIDAY ALL				
DECEMBER 2019				
MON	TUE	WED	THU	FRI
2 A	3 B	4 A	5 B PLC	6 A RNR FEST
9 B	10 A DHM	11 B CPSC Club Photos	12 A Early Dismissal @ 11:30 am Staff Luncheon FACM PLC-11:30-12:30 Board Meeting	13 B
16 A	17 B	18 A CPEM	19 B Mid Term Exam Early Dismissal GLM	20 A Mid Term Exam Early Dismissal End 2nd Nine Weeks Grades Completed End 1st Semester
23 HOLIDAY ALL	24 HOLIDAY ALL	25 HOLIDAY ALL	26 HOLIDAY ALL	27 HOLIDAY ALL
30 HOLIDAY ALL	31 HOLIDAY ALL			
MARCH 2020				
MON	TUE	WED	THU	FRI
2 A	3 B	4 A	5 B	6 A
9 B	10 A DHM	11 B CPSC/SISC	12 A PLC/FACM Board Meeting	13 B
16 A End 3rd Nine Weeks Grades Completed	17 No Students Teacher Work Day FACM/LTM/ BTAP/SAM/DHM	18 B CPEM Begin 4th Nine Weeks	19 A GLM	20 B
23 HOLIDAY ALL	24 HOLIDAY ALL	25 HOLIDAY ALL	26 HOLIDAY ALL	27 HOLIDAY ALL
30A	31 B			

APRIL 2020				
MON	TUE	WED	THU	FRI
		1A Grade Verification	2 B PLC	3 A
6 B	7 A DHM Board Meeting	8 B SISC Report Card Distribution	9 A FACM	10 HOLIDAY ALL
Staff Appreciation Week				
13 B	14 A	15 B RECRUITMENT NIGHT	16 A GLM	17 B
20 A	21 B DHM	22 A	23 B	24 A Progress Reports Go Home
27 B	28 A	29 B	30 A PLC	

MAY 2020				
MON	TUE	WED	THU	FRI
				1 B 8th Grade Trip
4 A	5 B DHM	6 A	7 B	8 A 8th Grade Dance Early Dismissal
11 B	12 A	13 B	14 A FACM Board Meeting	15 B 7th Grade Trip
18 A	19 B	20 A 6th Grade Trip	21 B	22 A R&R FEST
25 HOLIDAY ALL	26 B	27 A 8th Grade Ceremony Early Dismissal	28 B Final Exams Early Dismissal DHM	29 A Final Exams Grades Completed Early Dismissal STUDENT'S LAST DAY End Grading Period

JUNE 2020				
MON	TUE	WED	THU	FRI
1 EMD Post School BTAP / FACM Grade Verification End 196-1 191-IS	2 EMD End 202-1	3 EMD	4 EMD	5 EMD End 210-1
8 EMD	9 EMD	10 EMD End 213-1 Report Cards Mailed After June 10, 2020	11	12 School Closed 4 Day Week
15	16 Board Meeting	17	18	19 School Closed 4 Day Week End 220-A, 1, IS, NI
22 School Closed	23 School Closed	24 School Closed	25 School Closed	26 School Closed
29 School Closed	30 School Closed			

## Grade 6-8 Grades School Hours 9:00 AM to 3:45 PM

Teacher Work Days  
Pre/Post School

Oct 18, 2019  
Nov 08, 2019  
Jan 06, 2020  
Feb 28, 2020  
March 30, 2020

August 01-09, 2019  
(STP Pre-School)June 01, 2020  
(Post School)

## EMD - Emergency Make-Up Days

June 01, 2019 June 08, 2019  
June 02, 2019 June 09, 2019  
June 03, 2019 June 10, 2019  
June 04, 2019 June 11, 2019  
June 05, 2019 June 12, 2019

## STP ~ Student Attendance Days

Period	Begins	Ends	# of Days
Q1	Aug 12, 2019	Oct 17, 2019	46
Q2	Oct 21, 2019	Dec 20, 2019	39
Q3	Jan 07, 2020	Mar 16, 2020	48
Q4	Mar 18, 2020	May 29, 2020	46

## STP ~ Report Card Distribution Dates

Grading Period	Distribution Dates
Q1	October 29, 2019
Q2	Jan 16, 2020
Q3	April 08, 2020
Q4	Mailed after Jun 10, 2020

## Scheduled Meetings

Board Meeting/Workshop @ 7:00PM ~ with Administration and Public

PLC Professional Learning Community @ 8:00 AM

CPEM Common Planning for Reading, ELA, Math @ 8:00 AM

CPSC Common Planning for Social Studies, Science &amp; Career @ 8:00 AM

BTAP Beginning Teacher Assistance Program Meeting with Administration

DHM Department Head Meeting @ 4:00PM with Administration

FACM Faculty Meeting with Instr. Staff, Guidance and Administration @ 4:00PM

SAM System Administrators Meeting @ 8:00AM with Administration and Managers

Recruitment Open House / Parent Night times vary with All Employees

SISC School Improvement Steering Committee @ 5:30PM  
with Administration and Public

GLM Grade Level Meeting

## Employee Contract Periods

Employee Group	Begin Date	End Date	# of Days
Administration (A)	Jul 22, 2019	Jun 19, 2020	220 Days
Non-Instructional (NI, IS)	Jul 22, 2019	Jun 19, 2020	220 Days
Instructional Support (IS)	Aug 02, 2019	Jun 01, 2020	191 Days
Instructional (I) (6 PD Holidays)	Jul 22, 2019 Jul 22, 2019 Jul 22, 2019 Jul 29, 2019 Aug 05, 2019	Jun 19, 2020 Jun 10, 2020 Jun 05, 2020 Jun 02, 2020 Jun 01, 2020	220 Days 213 Days 210 Days 202 Days 196 Days

## HOLIDAYS

Date	Holiday	A/NI	IS	I/A
July 04, 2019	Independence Day	X	X	X
Sep 02, 2019	Labor Day	X	X	PD
Sep 30, 2019	Fall Holiday	X	X	X
Oct 09, 2019	Fall Holiday	X	X	X
Nov 25-29, 2019	Thanksgiving Holidays	X	X	1 PD
Dec 23, 2019 - Jan 3, 2020	Winter Break	X	X	2 PD
Jan 20, 2020	M. L. King's Birthday	X	X	PD
Mar 23-27, 2020	Spring Break	X	X	X
Apr 10, 2020	Spring Holiday	X	X	X
May 25, 2020	Memorial Day	X	X	PD



Employees work 10 Hr Days M-Th and Friday school is closed



Floating Week for all 220 Employees Contract ONLY

FSA FLORIDA STANDARDS ASSESSMENTS (No off-campus Activities, W/O Prior Admin Approval)



JULY 2019				
MON	TUE	WED	THU	FRI
1 School Closed	2 School Closed	3 School Closed	4 School Closed HOLIDAY	5 School Closed
8 School Closed	9 School Closed	10 School Closed	11 School Closed	12 School Closed
15	16	17	18	19 School Closed 4 Day Week
Floating Week for all 220 Employees Contract ONLY				
22 Begin 220 A, I, IS, NI 210-I 213-I	23	24 SAM STP ~ RECRUITMENT OPEN HOUSE	25 STA/STSC~ RECRUITMENT OPEN HOUSE	26 School Closed 4 Day Week
29 Begin 202-I	30	31		

OCTOBER 2019				
MON	TUE	WED	THU	FRI
	1	2	3	4
7	8 SISC~ STP	9 HOLIDAY ALL	10 SISC~ STA/ STSC Board Meeting	11
14	15 STA/STCS ~ Fall Training for Parents	16	17	18 No Students Teacher Work Day SAM
21	22	23 STP~ Fall Training for Parents	24	25
28	29 STA/STCS~ RECRUITMENT OPEN HOUSE	30	31	

JANUARY 2020				
MON	TUE	WED	THU	FRI
		1 HOLIDAY ALL	2 HOLIDAY ALL	3 HOLIDAY ALL
6 No Students Teacher Work Day SAM	7 Begin 2nd Semester	8	9	10
13	14	15	16 SISC~ STA/STSC Board Meeting	17
20 HOLIDAY ALL	21	22 SISC~STP STP~ RECRUITMENT OPEN HOUSE	23	24
27	28 STA/STSC PARENT NIGHT/ Parent Training	29	30	31

AUGUST 2019				
MON	TUE	WED	THU	FRI
			1 SAM Begin 191-15 STP-Begin 197-I	2 School Closed 4 Day Week
5 Pre-School Begin 196-I	6 Pre-School New Student Orientation STA/STSC	7 Pre-School New Student Orientation STP	8 Pre-School Board Meeting	9 Pre-School
12 STUDENTS FIRST DAY Begin 1st Semester	13	14	15 ADULT ED RECRUITMENT OPEN HOUSE	16
19	20	21	22	23
26	27	28 STP ~ SISC/ MEET THE TEACHER/ PARENT NIGHT/TITLE I	29	30

NOVEMBER 2019				
MON	TUE	WED	THU	FRI
				1
4	5	6 SISC~ STP	7 SUMMIT	8
11 No Students Teacher Work Day SAM	12	13	14 SISC~ STA/STSC Board Meeting	15
18	19	20	21	22
25 HOLIDAY ALL	26 HOLIDAY ALL	27 HOLIDAY ALL	28 HOLIDAY ALL	29 HOLIDAY ALL

FEBRUARY 2020				
MON	TUE	WED	THU	FRI
3	4	5	6	7
10	11	12	13 SISC~ STA/STSC Board Meeting	14
Tentative Regional SkillsUSA Competition				
17	18	19 STP~ PARENT NIGHT/ Parent Training	20	21
24	25	26	27 STA/STSC RECRUITMENT OPEN HOUSE	28 No Students Teacher Work Day

SEPTEMBER 2019				
MON	TUE	WED	THU	FRI
2 HOLIDAY ALL	3	4 STA/STSC ~ PARENT NIGHT/ TITLE I	5	6
9	10	11	12	13
16	17 SISC~ STA SISC ~ STCS Annual / Regular Governing Board Meeting	18	19	20
23	24 College FAIR	25 STP ~ RECRUITMENT OPEN HOUSE	26	27
30 HOLIDAY ALL				

DECEMBER 2019				
MON	TUE	WED	THU	FRI
2	3	4	5 Adult Ed RECRUITMENT OPEN HOUSE	6
9	10	11	12 SISC~ STA/STSC Board Meeting Early Dismissal	13
16	17	18	19	20 End 1st Semester
23 HOLIDAY ALL	24 HOLIDAY ALL	25 HOLIDAY ALL	26 HOLIDAY ALL	27 HOLIDAY ALL
30 HOLIDAY ALL	31 HOLIDAY ALL			

MARCH 2020				
MON	TUE	WED	THU	FRI
2	3	4	5	6
9	10	11 SISC ~ STP	12 SISC~ STA/STSC Board Meeting	13
16	17 No Students Teacher Work Day SAM	18	19 ADULT ED RECRUITMENT OPEN HOUSE	20
23 HOLIDAY ALL	24 HOLIDAY ALL	25 HOLIDAY ALL	26 HOLIDAY ALL	27 HOLIDAY ALL
30	31			

APRIL 2020				
MON	TUE	WED	THU	FRI
		1	2	3
6	7 SISC~ STA/STSC Board Meeting	8 SISC ~ STP	9	10 HOLIDAY ALL
13	14	15 STP ~ RECRUITMENT OPEN HOUSE	16	17
20	21	22	23 STA/STSC RECRUITMENT OPEN HOUSE	24
27	28	29	30	
Tentative State SkillsUSA Competition				

MAY 2020				
MON	TUE	WED	THU	FRI
				1
4	5	6	7	8
11	12	13	14 SISC~ STA/STSC Board Meeting	15
18	19	20	21	22
25 HOLIDAY ALL	26	27 STP ~ 8th Grade Graduation STA ~ Senior Graduation	28	29 End 2nd Semester STUDENTS LAST DAY

JUNE 2020				
MON	TUE	WED	THU	FRI
1 EMD Post School 191-1S 196-1	2 EMD End 202-I	3 EMD	4 EMD	5 EMD End 210-I
8 EMD	9 EMD	10 EMD End 213-I	11	12 School Closed 4 Day Week
15	16 Board Meeting	17	18	19 School Closed 4 Day Week End 220-A, I, IS, NI
22 School Closed	23 School Closed	24 School Closed	25 School Closed	26 School Closed
Tentative National SkillsUSA Competition				
29	30			

Grade 9-12 School Hours 7:00 AM to 1:45 PM

Grade 9 School Hours 7:00 AM to 1:45 PM

Grade 6-8 Grades School Hours 9:00 AM to 3:45 PM

## STA/STSC ~ Student Attendance Days

## STA/STSC ~ Report Card Distribution Dates

## STP ~ Student Attendance Days

## STP ~ Report Card Distribution Dates

Period	Begins	Ends	# of Days
BQ1	Aug 12, 2019	Sep 10, 2019	21
BQ2	Sept 11, 2019	Oct 14, 2019	22
BQ3	Oct 15, 2019	Nov 14, 2019	21
BQ4	Nov 15, 2019	Dec 20, 2019	21
BQ5	Jan 07, 2020	Feb 12, 2020	26
BQ6	Feb 13, 2020	Mar 20, 2020	25
BQ7	Mar 30, 2020	Apr 30, 2020	23
BQ8	May 01, 2020	May 29, 2020	20

Grading Period	Distribution Dates
BQ1	Sep 18, 2019
BQ2	Oct 21, 2019
BQ3	Nov 22, 2019
BQ4	After EOC scores arrive
BQ5	Feb 19, 2020
BQ6	Apr 03, 2020
BQ7	May 07, 2020
BQ8	Mailed after Jun 10, 2020

Period	Begins	Ends	# of Days
Q1	Aug 12, 2019	Oct 17, 2019	46
Q2	Oct 21, 2019	Dec 20, 2019	39
Q3	Jan 07, 2020	Mar 16, 2020	48
Q4	Mar 18, 2020	May 29, 2020	46

Grading Period	Distribution Dates
Q1	October 29, 2019
Q2	Jan 16, 2020
Q3	April 08, 2020
Q4	Mailed after Jun 10, 2020

## Scheduled Meetings

Board Meeting/Workshop @ 7:00PM ~ with Administration and Public
LTM Learning Team Meeting with Instructional Staff
BTAP Beginning Teacher Assistance Program Meeting with Administration
DHM Department Head Meeting with Administration
FACM Faculty Meeting with Instr. Staff, Guidance and Administration
SAM System Administrators Meeting @ 8:00AM with Administration and Managers
Recruitment Open House / Parent Night @ 6:30PM with All Employees
SISC School Improvement Steering Committee @ 6:00PM with Administration and Public
PEP Personal Educational Plan with administration and admissions
NOTE: Advisory Committee Meetings of academy teachers and local business/industry volunteers occur 4 times a year and date is decided upon by the participants



Employees work 10 Hr Days M-Th and Friday school is closed



Floating Week for all 220 Employees Contract ONLY

## Employee Contract Periods

Employee Group	Begin Date	End Date	# of Days
Administration (A)	Jul 22, 2019	Jun 19, 2020	220 Days
Non-Instructional (NI, IS)	Jul 22, 2019	Jun 19, 2020	220 Days
Instructional Support (IS)	Aug 02, 2019	Jun 01, 2020	191 Days
Instructional (I) (6 PD Holidays)	Jul 22, 2019 Jul 22, 2019 Jul 22, 2019 Jul 29, 2019 Aug 05, 2019	Jun 19, 2020 Jun 10, 2020 Jun 05, 2020 Jun 02, 2020 Jun 01, 2020	220 Days 213 Days 210 Days 202 Days 196 Days

## HOLIDAYS

Date	Holiday	A/NI	IS	I/A
July 04, 2019	Independence Day	X	X	X
Sep 02, 2019	Labor Day	X	X	PD
Sep 30, 2019	Fall Holiday	X	X	X
Oct 09, 2019	Fall Holiday	X	X	X
Nov 25-29, 2019	Thanksgiving Holidays	X	X	1 PD
Dec 23, 2019 - Jan 3, 2020	Winter Break	X	X	2 PD
Jan 20, 2020	M. L. King's Birthday	X	X	PD
Mar 23-27, 2020	Spring Break	X	X	X
Apr 10, 2020	Spring Holiday	X	X	X
May 25, 2020	Memorial Day	X	X	PD

## Teacher Work Days - Pre/Post School

Oct 18, 2019	August 01-09, 2019 (STP Pre-School)
Nov 08, 2019	August 05-09, 2019 (STA / STSC Pre-School)
Jan 06, 2020	June 01, 2020 (Post School)
Feb 28, 2020	
March 30, 2020	

## EMD - Emergency Make-Up Days

June 01, 2020	June 08, 2020
June 02, 2020	June 09, 2020
June 03, 2020	June 10, 2020
June 04, 2020	June 11, 2020
June 05, 2020	June 12, 2020

**Motion:**

The South Tech Preparatory Academy Site Purchase Committee recommends that the Board approve letter of intent to 1325 Gateway LLC, Landlord, for the property known as 1275 - 1325 Gateway Blvd, Boynton Beach, FL, 33426, for the purposes of purchasing or extending its current lease.

**Summary Information:**

South Tech Preparatory Academy seeks to enter into a contract to purchase the above referenced property for Ten million dollars (\$10,000,000.00) subject to receiving financing but in the event it is unable to do such renew its lease for another five years under the lease's renewal language,

Letter of intent to be written upon Board approval

(Palm Beach County's legal description is QUANTUM PK AT BOYNTON BCH PL 2 LTS 18 & 19 & LTS 18-A & 19-A OF TR H parcel number 08-43-45-17-07-000-0180,)

**Presented By:**

Dan Heller, South Tech Preparatory Academy Site Purchase Committee Chair

**Financial Impact:**

There is no financial impact for this item at this juncture.

**Board Meeting  
January 16, 2020**

**Governing Board of Directors  
SouthTech Preparatory Academy, Inc.**

**Agenda Item  
PB-1**

**Motion:**

I recommend that the Board approve the Personnel Actions for the previous month

**Summary Information:**

This item covers Personnel actions for the previous month, including any resignations, terminations, and new hires.

Attachments: Personnel Actions List

**Presented By:**

James Notter, Board Chair

**Financial Impact:**



**SOUTH TECH PREPARATORY ACADEMY  
PERSONNEL ACTIONS  
January 2020**

<b><u>Personnel Action</u></b>	<b><u>Employee Name</u></b>	<b><u>Position</u></b>	<b><u>Effective Date</u></b>
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**New Hires/ Transfers**

New Hire:

Tyler King	STEM Instructor	1/6/2020
------------	-----------------	----------

Transfer:

Ruth Galvan from STSC Secretary to STP- Standards Lab Instructor 1/6/2020

**Resignations/Terminations**

NONE

**Retirement/Leave of Absence**

NONE

**Motion:**

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

**Summary Information:**

The Charter school is required to submit to the Sponsor district several financial documents on an ongoing basis. Monthly bank reconciliations are one such requirement.

The Charter school maintains several accounts in order to maximize the earnings potential of the funding provided while maintaining liquidity to meet day-to-day operations. Review of these accounts takes place on a daily basis by the Charter business staff. Monthly reconciliations are performed as good accounting practice and published here to fulfill Sponsor requirements.

Attachments: Reconciliation Spreadsheets and Bank Statements

**Presented By:**

James Notter, Board Chair

**Financial Impact:**

There is no financial impact related to this item.

1:46 PM

12/09/19

**SouthTech Preparatory Academy**

**Reconciliation Summary**

**1111 · South Tech Prep 9852918542, Period Ending 11/30/2019**

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	<u>Nov 30, 19</u>
<b>Beginning Balance</b>	<b>265,707.82</b>
<b>Cleared Transactions</b>	
Checks and Payments - 36 items	-304,919.70
Deposits and Credits - 5 items	339,108.00
<b>Total Cleared Transactions</b>	<b>34,188.30</b>
<b>Cleared Balance</b>	<b>299,896.12</b>
<b>Uncleared Transactions</b>	
Checks and Payments - 10 items	-89,948.63
<b>Total Uncleared Transactions</b>	<b>-89,948.63</b>
<b>Register Balance as of 11/30/2019</b>	<b>209,947.49</b>
<b>New Transactions</b>	
Checks and Payments - 18 items	-123,942.66
<b>Total New Transactions</b>	<b>-123,942.66</b>
<b>Ending Balance</b>	<b>86,004.83</b>

## SouthTech Preparatory Academy

## Reconciliation Detail

1111 · South Tech Prep 9852918542, Period Ending 11/30/2019

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						265,707.82
<b>Cleared Transactions</b>						
<b>Checks and Payments - 36 Items</b>						
Bill Pmt -Check	10/03/2019	5496	1325 Gateway, LLC	X	-52,445.27	-52,445.27
Bill Pmt -Check	10/24/2019	5524	Great American Fin...	X	-283.55	-52,728.82
Bill Pmt -Check	10/24/2019	5522	Florida School Book...	X	-149.24	-52,878.06
Bill Pmt -Check	11/06/2019	5528	Blue Cross/ Blue Shi...	X	-24,792.81	-77,670.87
Bill Pmt -Check	11/06/2019	5537	Go Clean Inc.	X	-3,330.00	-81,000.87
Bill Pmt -Check	11/06/2019	5541	The School District ...	X	-2,340.00	-83,340.87
Bill Pmt -Check	11/06/2019	5536	GIS Benefits	X	-2,317.00	-85,657.87
Bill Pmt -Check	11/06/2019	5539	Palm Beach County ...	X	-1,955.18	-87,613.05
Bill Pmt -Check	11/06/2019	5527	American Express-9...	X	-1,814.14	-89,427.19
Bill Pmt -Check	11/06/2019	5526	Alta Montclair	X	-1,334.00	-90,761.19
Bill Pmt -Check	11/06/2019	5535	Dex Imaging	X	-1,148.28	-91,909.47
Bill Pmt -Check	11/06/2019	5546	Pro Tech	X	-800.00	-92,709.47
Bill Pmt -Check	11/06/2019	5542	Thyssenkrupp Eleva...	X	-650.68	-93,360.15
Bill Pmt -Check	11/06/2019	5533	City Maintenance Su...	X	-488.43	-93,848.58
Bill Pmt -Check	11/06/2019	5538	GovConnection Inc	X	-412.00	-94,260.58
Bill Pmt -Check	11/06/2019	5534	Coast Professional Inc	X	-359.08	-94,619.66
Bill Pmt -Check	11/06/2019	5531	Citi Cards (Costco)	X	-321.19	-94,940.85
Bill Pmt -Check	11/06/2019	5545	Preventive Fire	X	-300.00	-95,240.85
Bill Pmt -Check	11/06/2019	5530	Charter School Servi...	X	-150.00	-95,390.85
Bill Pmt -Check	11/06/2019	5529	Cernoin, Casandra	X	-113.89	-95,504.74
Bill Pmt -Check	11/06/2019	5543	Total Compliance N...	X	-61.00	-95,565.74
Bill Pmt -Check	11/06/2019	5544	Verizon Wireless	X	-53.12	-95,618.86
Bill Pmt -Check	11/06/2019	5532	City Fire	X	-35.00	-95,653.86
Bill Pmt -Check	11/13/2019	5547	A & S Transportatio...	X	-24,605.89	-120,259.75
Bill Pmt -Check	11/13/2019	5548	City of Boynton Beach	X	-8,880.00	-129,139.75
Bill Pmt -Check	11/13/2019	5549	Flash Photography, I...	X	-40.00	-129,179.75
General Journal	11/15/2019	806	Payroll	X	-62,843.16	-192,022.91
General Journal	11/15/2019	806	Payroll	X	-17,724.70	-209,747.61
General Journal	11/15/2019	806	Payroll	X	-90.00	-209,837.61
Bill Pmt -Check	11/20/2019	5556	South Tech Academy	X	-7,408.47	-217,246.08
Bill Pmt -Check	11/20/2019	5557	Speech Rehab Servi...	X	-3,654.00	-220,900.08
Bill Pmt -Check	11/20/2019	5553	DSD Services Inc	X	-2,191.00	-223,091.08
General Journal	11/30/2019	823	Payroll	X	-63,336.44	-286,427.52
General Journal	11/30/2019	823	Payroll	X	-18,401.80	-304,829.32
General Journal	11/30/2019	823	Payroll	X	-88.00	-304,917.32
Check	11/30/2019			X	-2.38	-304,919.70
<b>Total Checks and Payments</b>					<b>-304,919.70</b>	<b>-304,919.70</b>
<b>Deposits and Credits - 5 Items</b>						
General Journal	11/07/2019	803		X	23,339.00	23,339.00
Deposit	11/08/2019			X	315,737.48	339,076.48
Bill Pmt -Check	11/20/2019	5551	A & S Transportatio...	X	0.00	339,076.48
Deposit	11/30/2019			X	31.52	339,108.00
Bill Pmt -Check	12/05/2019	5562	A & S Transportatio...	X	0.00	339,108.00
<b>Total Deposits and Credits</b>					<b>339,108.00</b>	<b>339,108.00</b>
<b>Total Cleared Transactions</b>					<b>34,188.30</b>	<b>34,188.30</b>
<b>Cleared Balance</b>					<b>34,188.30</b>	<b>299,896.12</b>
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 10 Items</b>						
Bill Pmt -Check	06/19/2019	5355	Rangel, Luz		-21.27	-21.27
Bill Pmt -Check	09/24/2019	5463	Fernandez, Peter		-320.00	-341.27
Bill Pmt -Check	10/24/2019	5520	Christine Air Service		-1,547.00	-1,888.27
Bill Pmt -Check	11/20/2019	5550	1325 Gateway, LLC		-52,445.27	-54,333.54
Bill Pmt -Check	11/20/2019	5559	A & S Transportatio...		-27,886.67	-82,220.21
Bill Pmt -Check	11/20/2019	5555	Publix Super Market...		-4,514.59	-86,734.80
Bill Pmt -Check	11/20/2019	5558	zSpace Inc		-2,025.00	-88,759.80
Bill Pmt -Check	11/20/2019	5552	City of Boynton Bea...		-596.49	-89,356.29



1:46 PM

12/09/19

## SouthTech Preparatory Academy

## Reconciliation Detail

1111 · South Tech Prep 9852918542, Period Ending 11/30/2019

Type	Date	Num	Name	Clr	Amount	Balance
Bill Pmt -Check	11/20/2019	5554	Maxis 360		-200.00	-89,556.29
Bill Pmt -Check	11/21/2019	5560	Comcast		-392.34	-89,948.63
Total Checks and Payments					-89,948.63	-89,948.63
Total Uncleared Transactions					-89,948.63	-89,948.63
Register Balance as of 11/30/2019					-55,760.33	209,947.49
<b>New Transactions</b>						
<b>Checks and Payments - 18 items</b>						
Bill Pmt -Check	12/05/2019	5561	1325 Gateway, LLC		-52,445.27	-52,445.27
Bill Pmt -Check	12/05/2019	5579	A & S Transportatio...		-34,448.24	-86,893.51
Bill Pmt -Check	12/05/2019	5564	Blue Cross/ Blue Shi...		-24,016.82	-110,910.33
Bill Pmt -Check	12/05/2019	5570	FPL		-4,129.52	-115,039.85
Bill Pmt -Check	12/05/2019	5577	Palm Beach County ...		-2,788.36	-117,828.21
Bill Pmt -Check	12/05/2019	5569	DSD Services Inc		-1,698.20	-119,526.41
Bill Pmt -Check	12/05/2019	5563	Alta Montclair		-944.00	-120,470.41
Bill Pmt -Check	12/05/2019	5571	GovConnection Inc		-825.00	-121,295.41
Bill Pmt -Check	12/05/2019	5568	Dex Imaging		-757.90	-122,053.31
Bill Pmt -Check	12/05/2019	5574	J&J IT Consulting		-489.93	-122,543.24
Bill Pmt -Check	12/05/2019	5567	Coast Professional Inc		-359.08	-122,902.32
Bill Pmt -Check	12/05/2019	5572	Great American Fin...		-283.55	-123,185.87
Bill Pmt -Check	12/05/2019	5576	Maxis 360		-200.00	-123,385.87
Bill Pmt -Check	12/05/2019	5573	Guzman, Gustavo A...		-184.00	-123,569.87
Bill Pmt -Check	12/05/2019	5566	Charter School Servi...		-150.00	-123,719.87
Bill Pmt -Check	12/05/2019	5565	Canteen Refreshme...		-90.79	-123,810.66
Bill Pmt -Check	12/05/2019	5578	Total Compliance N...		-90.00	-123,900.66
Bill Pmt -Check	12/05/2019	5575	Kings III		-42.00	-123,942.66
Total Checks and Payments					-123,942.66	-123,942.66
Total New Transactions					-123,942.66	-123,942.66
<b>Ending Balance</b>					<b>-179,702.99</b>	<b>86,004.83</b>

P.O. Box 521599 Miami, FL 33152-1599

**Statement Date: November 30, 2019**
**Account Number: \*\*\*\*\*8542**
**Customer Service Information**

**Client Care:** 877-779-BANK (2265)

**Web Site:** www.bankunited.com

**Bank Address:** BankUnited  
P.O. Box 521599  
Miami, FL 33152-1599

>002327 3631204 0001 008229 10Z  
SOUTH TECH PREPARATORY ACADEMY, INC.  
OPERATING  
1300 SW 30TH AVENUE  
BOYNTON BEACH FL 33426

**Customer Message Center**


Introducing our new fraud text alert service! With BankUnited's fraud monitoring service, keeping your debit card safe is as easy as sending a text.

**COMMUNITY INT BUSINESS CKG Account \*\*\*\*\*8542**
**Account Summary**

Statement Balance as of 10/31/2019			\$265,707.82
Plus	2	Deposits and Other Credits	\$339,076.48
Less	37	Withdrawals, Checks, and Other Debits	\$304,917.32
Less		Service Charge	\$2.38
Plus		Interest Paid	\$31.52
Statement Balance as of 11/30/2019			\$299,896.12

**Interest Summary**

Beginning Interest Rate	0.10%
Interest Paid this Statement Period	\$31.52
Interest Paid Year to Date	\$385.28

**Activity By Date**

Date	Description	Withdrawals	Deposits	Balance
11/04/2019	CHECK #5522	\$149.24		\$265,558.58
11/04/2019	CHECK #5524	\$283.55		\$265,275.03
11/05/2019	CHECK #5496	\$52,445.27		\$212,829.76



Statement Date: November 30, 2019

Account Number: \*\*\*\*\*8542

## Activity By Date

Date	Description	Withdrawals	Deposits	Balance
11/07/2019	PalmBeachSchools DIRECT PAY SOUTH TECH PREPARATORY		\$23,339.00	\$236,168.76
11/08/2019	PalmBeachSchools DIRECT PAY SOUTH TECH PREPARATORY		\$315,737.48	\$551,906.24
11/12/2019	CHECK #5533	\$488.43		\$551,417.81
11/12/2019	CHECK #5527	\$1,814.14		\$549,603.67
11/12/2019	CHECK #5545	\$300.00		\$549,303.67
11/13/2019	CHECK #5526	\$1,334.00		\$547,969.67
11/13/2019	CHECK #5531	\$321.19		\$547,648.48
11/13/2019	CHECK #5534	\$359.08		\$547,289.40
11/13/2019	CHECK #5538	\$412.00		\$546,877.40
11/13/2019	CHECK #5539	\$1,955.18		\$544,922.22
11/13/2019	CHECK #5542	\$650.68		\$544,271.54
11/13/2019	CHECK #5544	\$53.12		\$544,218.42
11/13/2019	5BCW EEDIRDEP BankUnited (5BC South Tech Preparatory	\$59,238.81		\$484,979.61
11/13/2019	5BCW TRUST BankUnited (5BC South Tech Preparatory	\$3,604.35		\$481,375.26
11/14/2019	CHECK #5535	\$1,148.28		\$480,226.98
11/14/2019	CHECK #5537	\$3,330.00		\$476,896.98
11/14/2019	CHECK #5546	\$800.00		\$476,096.98
11/14/2019	5BCW BILLING BankUnited (5BC South Tech Preparatory	\$90.00		\$476,006.98
11/14/2019	5BCW TAX BankUnited (5BC South Tech Preparatory	\$17,724.70		\$458,282.28
11/15/2019	CHECK #5530	\$150.00		\$458,132.28
11/15/2019	CHECK #5532	\$35.00		\$458,097.28
11/15/2019	CHECK #5543	\$61.00		\$458,036.28
11/18/2019	CHECK #5528	\$24,792.81		\$433,243.47
11/18/2019	CHECK #5529	\$113.89		\$433,129.58
11/18/2019	CHECK #5536	\$2,317.00		\$430,812.58





P.O. Box 521599 Miami, FL 33152-1599

Statement Date: November 30, 2019

Account Number: \*\*\*\*\*8542

### Activity By Date

Date	Description	Withdrawals	Deposits	Balance
11/19/2019	CHECK #5541	\$2,340.00		\$428,472.58
11/19/2019	CHECK #5547	\$24,605.89		\$403,866.69
11/20/2019	CHECK #5549	\$40.00		\$403,826.69
11/21/2019	CHECK #5548	\$8,880.00		\$394,946.69
11/22/2019	CHECK #5556	\$7,408.47		\$387,538.22
11/25/2019	CHECK #5553	\$2,191.00		\$385,347.22
11/26/2019	5BCW EEDIRDEP BankUnited (5BC South Tech Preparatory	\$60,546.85		\$324,800.37
11/26/2019	5BCW TRUST BankUnited (5BC South Tech Preparatory	\$2,789.59		\$322,010.78
11/27/2019	5BCW BILLING BankUnited (5BC South Tech Preparatory	\$88.00		\$321,922.78
11/27/2019	5BCW TAX BankUnited (5BC South Tech Preparatory	\$18,401.80		\$303,520.98
11/29/2019	CHECK #5557	\$3,654.00		\$299,866.98
11/29/2019	Interest Paid		\$31.52	\$299,898.50
11/29/2019	Service Charge	\$2.38		\$299,896.12

### Check Transactions

Check #	Date	Amount	Check #	Date	Amount	Check #	Date	Amount
5496	11/05	\$52,445.27	5533	11/12	\$488.43	5544	11/13	\$53.12
5522*	11/04	\$149.24	5534	11/13	\$359.08	5545	11/12	\$300.00
5524*	11/04	\$283.55	5535	11/14	\$1,148.28	5546	11/14	\$800.00
5526*	11/13	\$1,334.00	5536	11/18	\$2,317.00	5547	11/19	\$24,605.89
5527	11/12	\$1,814.14	5537	11/14	\$3,330.00	5548	11/21	\$8,880.00
5528	11/18	\$24,792.81	5538	11/13	\$412.00	5549	11/20	\$40.00
5529	11/18	\$113.89	5539	11/13	\$1,955.18	5553*	11/25	\$2,191.00
5530	11/15	\$150.00	5541*	11/19	\$2,340.00	5556*	11/22	\$7,408.47
5531	11/13	\$321.19	5542	11/13	\$650.68	5557	11/29	\$3,654.00
5532	11/15	\$35.00	5543	11/15	\$61.00			

Statement Date: November 30, 2019

Account Number: \*\*\*\*\*8542

Items denoted with an "\*\*\*" indicate processed checks out of sequence.

**Rates by Date**

Date	Rate
10/31	0.10%

**Balances by Date**

Date	Balance	Date	Balance	Date	Balance	Date	Balance
10/31	\$265,707.82	11/12	\$549,303.67	11/19	\$403,866.69	11/26	\$322,010.78
11/04	\$265,275.03	11/13	\$481,375.26	11/20	\$403,826.69	11/27	\$303,520.98
11/05	\$212,829.76	11/14	\$458,282.28	11/21	\$394,946.69	11/29	\$299,896.12
11/07	\$236,168.76	11/15	\$458,036.28	11/22	\$387,538.22		
11/08	\$551,906.24	11/18	\$430,812.58	11/25	\$385,347.22		

**Other Balances**

Minimum Balance this Statement Period	\$212,829.76
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At BankUnited, we want to make sure that using your debit card is always as safe and convenient as possible. That's why we're launching fraud text alerts as part of our ongoing fraud monitoring program. If we have your mobile phone number on file, you will be automatically enrolled in our fraud text alert service. To learn more about our new service, please call us at 1-877-779-2265.





P.O. Box 521599 Miami, FL 33152-1599

Page 5 of 5

**Statement Date: November 30, 2019**

Account Number: \*\*\*\*\*8542

**If your account does not balance please check the following carefully:**

Have you entered the amount of each check in your checkbook register?

Are the amounts of your deposits and other additions entered in your checkbook register the same as those on this statement?

Have you checked all additions and subtractions in your checkbook register?

Have you carried the correct balance forward when starting a new page in your checkbook register?

**IN CASE OF QUESTIONS OR ERRORS ABOUT YOUR STATEMENT:  
PLEASE CALL (TOLL FREE) 1-877-779-BANK (2265) OR WRITE US AT:**

BankUnited Operations / EFT Error  
7815 NW 148th ST, Miami Lakes, FL 33016

**For Consumer Customers Only**

Please contact us if you think your statement is wrong or if you need additional information about a transaction. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

1. Tell us your name and account number.
2. Describe the error or the transfer you are unsure about and explain as clearly as you can why you believe there is an error or why you need further information.
3. Tell us the dollar amount of the suspected error.

You may be required to put your request in writing. We will investigate your complaint and will correct any error promptly.

**For Electronic Funds Transfers**, if we take more than 10 business days to investigate and correct the error, (20 business days if you are a new customer for electronic funds transfers occurring during the first 30 days after the first deposit is made to your account), we will recredit your consumer account for the amount you think is in error (plus interest if your account earns interest), so that you will have the use of the money during the time it takes us to complete our investigation.

**For Substitute Checks**, if we take more than 10 business days to investigate and correct the error, we will recredit your consumer account for the amount of loss up to the lesser of \$2,500.00 (plus interest if your account earns interest) or the amount of the substitute check. If your account is new (30 days from the date your account was established), has been subject to repeated overdrafts, or we believe the claim is fraudulent, we may delay the availability of recredited funds until we determine the claim is valid or until the 45th day after the claim was submitted.



**Member  
FDIC**

**BankUnited, N.A.**



**SOUTH TECH PREPARATORY ACADEMY**  
OPERATING ACCOUNT  
1425 BRICKELL AVE FL 8  
MIAMI, FLORIDA 33131  
83-9029-2872

5496

10/22/2019

PAY TO THE ORDER OF 1325 Gateway, LLC \$52,445.27

Five Two Thousand Four Hundred Forty Five and 27/100 DOLLARS

1325 Gateway, LLC  
1325 Gateway Blvd  
Boynton Beach, FL 33426

VOID AFTER 60 DAYS

MEMO

\*005496\* 1267090594 9852918542\*

#5496 11/05/2019 \$52,445.27

**SOUTH TECH PREPARATORY ACADEMY**  
OPERATING ACCOUNT  
1425 BRICKELL AVE FL 8  
MIAMI, FLORIDA 33131  
83-9029-2872

5522

10/24/2019

PAY TO THE ORDER OF Florida School Book Depository, Inc. \$149.24

One Hundred Forty Nine and 24/100 DOLLARS

Florida School Book Depository, Inc.  
PO Box 6378  
Jacksonville, FL 32236

VOID AFTER 60 DAYS

MEMO

\*005522\* 1267090594 9852918542\*

#5522 11/04/2019 \$149.24

**SOUTH TECH PREPARATORY ACADEMY**  
OPERATING ACCOUNT  
1425 BRICKELL AVE FL 8  
MIAMI, FLORIDA 33131  
83-9029-2872

5524

11/04/2019

PAY TO THE ORDER OF Greek American Financial Service \$283.55

Two Hundred Eighty Three and 55/100 DOLLARS

Greek American Financial Service  
P.O. Box 650831  
Dallas, TX 75265-0831

VOID AFTER 60 DAYS

MEMO

\*005524\* 1267090594 9852918542\*

#5524 11/04/2019 \$283.55

**SOUTH TECH PREPARATORY ACADEMY**  
OPERATING ACCOUNT  
1425 BRICKELL AVE FL 8  
MIAMI, FLORIDA 33131  
83-9029-2872

5526

11/13/2019

PAY TO THE ORDER OF Alta Montclair \$1,334.00

One Thousand Three Hundred Thirty Four and 00/100 DOLLARS

Alta Montclair  
481 N Santa Cruz Avenue #185  
Los Gatos, CA 95030

VOID AFTER 60 DAYS

MEMO

\*005526\* 1267090594 9852918542\*

#5526 11/13/2019 \$1,334.00

**SOUTH TECH PREPARATORY ACADEMY**  
OPERATING ACCOUNT  
1425 BRICKELL AVE FL 8  
MIAMI, FLORIDA 33131  
83-9029-2872

5527

11/12/2019

PAY TO THE ORDER OF American Express \$1,814.14

One Thousand Eight Hundred Fourteen and 14/100 DOLLARS

American Express-91010  
P.O. Box 650448  
Dallas, TX 75265-0448

VOID AFTER 60 DAYS

MEMO

\*005527\* 1267090594 9852918542\*

#5527 11/12/2019 \$1,814.14

**SOUTH TECH PREPARATORY ACADEMY**  
OPERATING ACCOUNT  
1425 BRICKELL AVE FL 8  
MIAMI, FLORIDA 33131  
83-9029-2872

5528

11/18/2019

PAY TO THE ORDER OF Blue Cross Blue Shield \$24,792.81

Twenty Four Thousand Seven Hundred Ninety Two and 81/100 DOLLARS

Blue Cross Blue Shield  
P.O. Box 950299  
Dallas, TX 75295-0299

VOID AFTER 60 DAYS

MEMO

\*005528\* 1267090594 9852918542\*

#5528 11/18/2019 \$24,792.81

**SOUTH TECH PREPARATORY ACADEMY**  
OPERATING ACCOUNT  
1425 BRICKELL AVE FL 8  
MIAMI, FLORIDA 33131  
83-9029-2872

5529

11/18/2019

PAY TO THE ORDER OF Casandra Commn. \$113.89

One Hundred Thirteen and 89/100 DOLLARS

Casandra Commn.

VOID AFTER 60 DAYS

MEMO

\*005529\* 1267090594 9852918542\*

#5529 11/18/2019 \$113.89

**SOUTH TECH PREPARATORY ACADEMY**  
OPERATING ACCOUNT  
1425 BRICKELL AVE FL 8  
MIAMI, FLORIDA 33131  
83-9029-2872

5530

11/15/2019

PAY TO THE ORDER OF Building Hope Services \$150.00

One Hundred Fifty and 00/100 DOLLARS

Building Hope Services  
910 17th Street, NW Suite 1100  
Washington, DC 20005

VOID AFTER 60 DAYS

MEMO

\*005530\* 1267090594 9852918542\*

#5530 11/15/2019 \$150.00



**SOUTH TECH PREPARATORY ACADEMY**  
OPERATING ACCOUNT  
1428 BRICKELL AVE FL 8  
MIAMI, FL 33131  
BOYNTON BEACH, FL 33426

5531

11/13/2019

PAY TO THE ORDER OF City Cards \$ 321.19

Three Hundred Twenty-One and 19/100

VOID AFTER 180 DAYS

MEMO

\*005531\* 1267090594 9852918542

#5531 11/13/2019 \$321.19

**SOUTH TECH PREPARATORY ACADEMY**  
OPERATING ACCOUNT  
1428 BRICKELL AVE FL 8  
MIAMI, FL 33131  
BOYNTON BEACH, FL 33426

5532

11/15/2019

PAY TO THE ORDER OF City Fire \$ 35.00

Thirty-Five and 00/100

VOID AFTER 180 DAYS

MEMO

\*005532\* 1267090594 9852918542

#5532 11/15/2019 \$35.00

**SOUTH TECH PREPARATORY ACADEMY**  
OPERATING ACCOUNT  
1428 BRICKELL AVE FL 8  
MIAMI, FL 33131  
BOYNTON BEACH, FL 33426

5533

11/12/2019

PAY TO THE ORDER OF City Maintenance Supply \$ 488.43

Four Hundred Eighty-Eight and 43/100

VOID AFTER 180 DAYS

MEMO

\*005533\* 1267090594 9852918542

#5533 11/12/2019 \$488.43

**SOUTH TECH PREPARATORY ACADEMY**  
OPERATING ACCOUNT  
1428 BRICKELL AVE FL 8  
MIAMI, FL 33131  
BOYNTON BEACH, FL 33426

5534

11/13/2019

PAY TO THE ORDER OF Coast Professional Inc \$ 359.08

Three Hundred Fifty-Nine and 08/100

VOID AFTER 180 DAYS

MEMO

\*005534\* 1267090594 9852918542

#5534 11/13/2019 \$359.08

**SOUTH TECH PREPARATORY ACADEMY**  
OPERATING ACCOUNT  
1428 BRICKELL AVE FL 8  
MIAMI, FL 33131  
BOYNTON BEACH, FL 33426

5535

11/14/2019

PAY TO THE ORDER OF City Imaging \$ 1,148.28

One Thousand One Hundred Forty-Eight and 28/100

VOID AFTER 180 DAYS

MEMO

\*005535\* 1267090594 9852918542

#5535 11/14/2019 \$1,148.28

**SOUTH TECH PREPARATORY ACADEMY**  
OPERATING ACCOUNT  
1428 BRICKELL AVE FL 8  
MIAMI, FL 33131  
BOYNTON BEACH, FL 33426

5536

11/18/2019

PAY TO THE ORDER OF GIS Benefits \$ 2,317.00

Two Thousand Three Hundred Seventeen and 00/100

VOID AFTER 180 DAYS

MEMO

\*005536\* 1267090594 9852918542

#5536 11/18/2019 \$2,317.00

**SOUTH TECH PREPARATORY ACADEMY**  
OPERATING ACCOUNT  
1428 BRICKELL AVE FL 8  
MIAMI, FL 33131  
BOYNTON BEACH, FL 33426

5537

11/14/2019

PAY TO THE ORDER OF Go Clean Inc \$ 3,330.00

Three Thousand Three Hundred Thirty and 00/100

VOID AFTER 180 DAYS

MEMO

\*005537\* 1267090594 9852918542

#5537 11/14/2019 \$3,330.00

**SOUTH TECH PREPARATORY ACADEMY**  
OPERATING ACCOUNT  
1428 BRICKELL AVE FL 8  
MIAMI, FL 33131  
BOYNTON BEACH, FL 33426

5538

11/13/2019

PAY TO THE ORDER OF GovConnection Inc \$ 412.00

Four Hundred Twelve and 00/100

VOID AFTER 180 DAYS

MEMO

\*005538\* 1267090594 9852918542

#5538 11/13/2019 \$412.00



**SOUTH TECH PREPARATORY ACADEMY**  
OPERATING ACCOUNT  
1325 GATEWAY BLVD  
BOYNTON BEACH, FL 33426

**BANKUNITED**  
1428 BRICKELL AVE FL 8  
MIAMI, FLORIDA 33131  
63-40082970

11/6/2019

PAY TO THE ORDER OF Palm Beach County School District - Bsnf \$ 1,955.18

One Thousand Nine Hundred Fifty-Five and 18/100 DOLLARS

VOID AFTER 180 DAYS

MEMO

#005539# 1267090594# 9852918542#

#5539

11/13/2019

\$1,955.18

**SOUTH TECH PREPARATORY ACADEMY**  
OPERATING ACCOUNT  
1325 GATEWAY BLVD  
BOYNTON BEACH, FL 33426

**BANKUNITED**  
1428 BRICKELL AVE FL 8  
MIAMI, FLORIDA 33131  
63-40082970

11/6/2019

PAY TO THE ORDER OF The School District of Palm Beach County \$ 2,340.00

Two Thousand Three Hundred Forty and 00/100 DOLLARS

VOID AFTER 180 DAYS

MEMO

#005541# 1267090594# 9852918542#

#5541

11/19/2019

\$2,340.00

**SOUTH TECH PREPARATORY ACADEMY**  
OPERATING ACCOUNT  
1325 GATEWAY BLVD  
BOYNTON BEACH, FL 33426

**BANKUNITED**  
1428 BRICKELL AVE FL 8  
MIAMI, FLORIDA 33131  
63-40082970

11/6/2019

PAY TO THE ORDER OF ThyssenKrupp Elevator Corp \$ 650.68

Six Hundred Fifty and 68/100 DOLLARS

VOID AFTER 180 DAYS

MEMO

#005542# 1267090594# 9852918542#

#5542

11/13/2019

\$650.68

**SOUTH TECH PREPARATORY ACADEMY**  
OPERATING ACCOUNT  
1325 GATEWAY BLVD  
BOYNTON BEACH, FL 33426

**BANKUNITED**  
1428 BRICKELL AVE FL 8  
MIAMI, FLORIDA 33131  
63-40082970

11/6/2019

PAY TO THE ORDER OF Total Compliance Network Inc \$ 61.00

Sixty-One and 00/100 DOLLARS

VOID AFTER 180 DAYS

MEMO

#005543# 1267090594# 9852918542#

#5543

11/15/2019

\$61.00

**SOUTH TECH PREPARATORY ACADEMY**  
OPERATING ACCOUNT  
1325 GATEWAY BLVD  
BOYNTON BEACH, FL 33426

**BANKUNITED**  
1428 BRICKELL AVE FL 8  
MIAMI, FLORIDA 33131  
63-40082970

11/6/2019

PAY TO THE ORDER OF Verizon Wireless \$ 53.12

Fifty-Three and 12/100 DOLLARS

VOID AFTER 180 DAYS

MEMO

#005544# 1267090594# 9852918542#

#5544

11/13/2019

\$53.12

**SOUTH TECH PREPARATORY ACADEMY**  
OPERATING ACCOUNT  
1325 GATEWAY BLVD  
BOYNTON BEACH, FL 33426

**BANKUNITED**  
1428 BRICKELL AVE FL 8  
MIAMI, FLORIDA 33131  
63-40082970

11/6/2019

PAY TO THE ORDER OF Preventive Fire \$ 300.00

Three Hundred and 00/100 DOLLARS

VOID AFTER 180 DAYS

MEMO

#005545# 1267090594# 9852918542#

#5545

11/12/2019

\$300.00

**SOUTH TECH PREPARATORY ACADEMY**  
OPERATING ACCOUNT  
1325 GATEWAY BLVD  
BOYNTON BEACH, FL 33426

**BANKUNITED**  
1428 BRICKELL AVE FL 8  
MIAMI, FLORIDA 33131  
63-40082970

11/6/2019

PAY TO THE ORDER OF Pro Tech \$ 800.00

Eight Hundred and 00/100 DOLLARS

VOID AFTER 180 DAYS

MEMO

#005546# 1267090594# 9852918542#

#5546

11/14/2019

\$800.00

**SOUTH TECH PREPARATORY ACADEMY**  
OPERATING ACCOUNT  
1325 GATEWAY BLVD  
BOYNTON BEACH, FL 33426

**BANKUNITED**  
1428 BRICKELL AVE FL 8  
MIAMI, FLORIDA 33131  
63-40082970

11/13/2019

PAY TO THE ORDER OF A & S Transportation Inc \$ 24,605.89

Twenty-Four Thousand Six Hundred Five and 89/100 DOLLARS

VOID AFTER 180 DAYS

MEMO

#005547# 1267090594# 9852918542#

#5547

11/19/2019

\$24,605.89



SOUTH TECH PREPARATORY ACADEMY OPERATING ACCOUNT 1325 GATEWAY BLVD BOYNTON BEACH, FL 33426		BANKUNITED 1435 BRICKELL AVE FL 8 MIAMI, FLORIDA 33131 80-90982670	5548
PAY TO THE ORDER OF City of Boynton Beach		\$8,880.00	11/13/2019
Eight Thousand Eight Hundred Eighty and 00/100		DOLLARS	
City of Boynton Beach ATTN: Cashiers PO Box 310 Boynton Beach, FL 33426		VOID AFTER 120 DAYS	
MEMO			
#005548# 12670905940 9852918542#			

#5548 11/21/2019 \$8,880.00

SOUTH TECH PREPARATORY ACADEMY OPERATING ACCOUNT 1325 GATEWAY BLVD BOYNTON BEACH, FL 33426		BANKUNITED 1435 BRICKELL AVE FL 8 MIAMI, FLORIDA 33131 80-90982670	5549
PAY TO THE ORDER OF Alexander Tran		\$40.00	11/13/2019
Forty and 00/100		DOLLARS	
Alexander Tran Flash Photography, Inc 7534 Star Cms Code Lake Worth, FL 33467		VOID AFTER 120 DAYS	
MEMO			
#005549# 12670905940 9852918542#			

#5549 11/20/2019 \$40.00

SOUTH TECH PREPARATORY ACADEMY OPERATING ACCOUNT 1325 GATEWAY BLVD BOYNTON BEACH, FL 33426		BANKUNITED 1435 BRICKELL AVE FL 8 MIAMI, FLORIDA 33131 80-90982670	5553
PAY TO THE ORDER OF DSD Services, Inc		\$2,191.00	11/20/2019
Two Thousand One Hundred Ninety One and 00/100		DOLLARS	
DSD Services, Inc 133 W Palmetto Road Lake Worth, FL 33467		VOID AFTER 120 DAYS	
MEMO			
#005553# 12670905940 9852918542#			

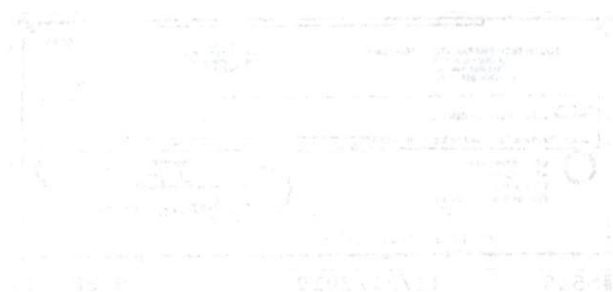
#5553 11/25/2019 \$2,191.00

SOUTH TECH PREPARATORY ACADEMY OPERATING ACCOUNT 1325 GATEWAY BLVD BOYNTON BEACH, FL 33426		BANKUNITED 1435 BRICKELL AVE FL 8 MIAMI, FLORIDA 33131 80-90982670	5556
PAY TO THE ORDER OF South Tech Academy		\$7,408.47	11/22/2019
Seven Thousand Four Hundred Eight and 47/100		DOLLARS	
South Tech Academy		VOID AFTER 120 DAYS	
MEMO			
#005556# 12670905940 9852918542#			

#5556 11/22/2019 \$7,408.47

SOUTH TECH PREPARATORY ACADEMY OPERATING ACCOUNT 1325 GATEWAY BLVD BOYNTON BEACH, FL 33426		BANKUNITED 1435 BRICKELL AVE FL 8 MIAMI, FLORIDA 33131 80-90982670	5557
PAY TO THE ORDER OF Speech Rehab Services LLC		\$3,654.00	11/20/2019
Three Thousand Six Hundred Fifty Four and 00/100		DOLLARS	
Speech Rehab Services LLC 551 NW 77th Street Suite 111 Boca Raton, FL 33467		VOID AFTER 120 DAYS	
MEMO			
#005557# 12670905940 9852918542#			

#5557 11/29/2019 \$3,654.00



**BankUnited**

We appreciate your business.

11:43 AM

12/10/19

**SouthTech Preparatory Academy**

**Reconciliation Summary**

**1112 · South Tech Internal 8666, Period Ending 11/30/2019**

---

	<u>Nov 30, 19</u>
<b>Beginning Balance</b>	<b>135,788.59</b>
<b>Cleared Transactions</b>	
Checks and Payments - 5 items	-8,016.12
Deposits and Credits - 12 items	7,133.52
<b>Total Cleared Transactions</b>	<b>-882.60</b>
<b>Cleared Balance</b>	<b>134,905.99</b>
<b>Uncleared Transactions</b>	
Checks and Payments - 2 items	-628.37
<b>Total Uncleared Transactions</b>	<b>-628.37</b>
<b>Register Balance as of 11/30/2019</b>	<b>134,277.62</b>
<b>New Transactions</b>	
Checks and Payments - 1 item	-285.48
Deposits and Credits - 1 item	120.00
<b>Total New Transactions</b>	<b>-165.48</b>
<b>Ending Balance</b>	<b>134,112.14</b>

11:43 AM

12/10/19

## SouthTech Preparatory Academy

## Reconciliation Detail

1112 · South Tech Internal 8666, Period Ending 11/30/2019

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						135,788.59
<b>Cleared Transactions</b>						
<b>Checks and Payments - 5 items</b>						
Bill Pmt -Check	11/06/2019	200337	Sonshine Education...	X	-5,500.00	-5,500.00
Bill Pmt -Check	11/06/2019	200335	EmbroidMe	X	-1,837.50	-7,337.50
Bill Pmt -Check	11/06/2019	200338	American Express-9...	X	-526.19	-7,863.69
Bill Pmt -Check	11/06/2019	200339	Citi Cards (Costco)	X	-151.73	-8,015.42
Check	11/30/2019			X	-0.70	-8,016.12
Total Checks and Payments					-8,016.12	-8,016.12
<b>Deposits and Credits - 12 items</b>						
Deposit	11/01/2019			X	20.41	20.41
Deposit	11/06/2019			X	15.38	35.79
Deposit	11/06/2019			X	2,203.00	2,238.79
Deposit	11/08/2019			X	10.91	2,249.70
Deposit	11/12/2019			X	2,040.00	4,289.70
Deposit	11/15/2019			X	25.00	4,314.70
Deposit	11/18/2019			X	2.82	4,317.52
Deposit	11/20/2019			X	5.74	4,323.26
Deposit	11/21/2019			X	13.43	4,336.69
Deposit	11/22/2019			X	16.26	4,352.95
Deposit	11/22/2019			X	2,769.50	7,122.45
Deposit	11/30/2019			X	11.07	7,133.52
Total Deposits and Credits					7,133.52	7,133.52
Total Cleared Transactions					-882.60	-882.60
Cleared Balance					-882.60	134,905.99
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 2 items</b>						
Bill Pmt -Check	06/11/2019	200310	Martinez, Ayma		-80.00	-80.00
Bill Pmt -Check	11/06/2019	200336	Martin, Diane		-548.37	-628.37
Total Checks and Payments					-628.37	-628.37
Total Uncleared Transactions					-628.37	-628.37
Register Balance as of 11/30/2019					-1,510.97	134,277.62
<b>New Transactions</b>						
<b>Checks and Payments - 1 item</b>						
Bill Pmt -Check	12/05/2019	200340	Martin, Diane		-285.48	-285.48
Total Checks and Payments					-285.48	-285.48
<b>Deposits and Credits - 1 item</b>						
Deposit	12/06/2019				120.00	120.00
Total Deposits and Credits					120.00	120.00
Total New Transactions					-165.48	-165.48
<b>Ending Balance</b>					<b>-1,676.45</b>	<b>134,112.14</b>





P.O. Box 521599 Miami, FL 33152-1599

>001380 3631204 0001 008229 10Z  
SOUTH TECH PREPARATORY ACADEMY, INC.  
INTERNAL  
1300 SW 30TH AVENUE  
BOYNTON BEACH FL 33426

Statement Date: November 30, 2019

Account Number: \*\*\*\*\*8666

## Customer Service Information



Client Care: 877-779-BANK (2265)



Web Site: www.bankunited.com



Bank Address: BankUnited  
P.O. Box 521599  
Miami, FL 33152-1599



## Customer Message Center

Introducing our new fraud text alert service! With BankUnited's fraud monitoring service, keeping your debit card safe is as easy as sending a text.

## COMMUNITY INT BUSINESS CKG Account \*\*\*\*\*8666

## Account Summary

Statement Balance as of 10/31/2019			\$135,788.59
Plus	11	Deposits and Other Credits	\$7,122.45
Less	4	Withdrawals, Checks, and Other Debits	\$8,015.42
Less		Service Charge	\$0.70
Plus		Interest Paid	\$11.07
Statement Balance as of 11/30/2019			\$134,905.99

## Interest Summary

Beginning Interest Rate	0.10%
Interest Paid this Statement Period	\$11.07
Interest Paid Year to Date	\$154.13

## Activity By Date

Date	Description	Withdrawals	Deposits	Balance
11/01/2019	Square Inc 191101P2		\$20.41	\$135,809.00
	L209486912688			
	SouthTech Preparatory			

Statement Date: November 30, 2019

Account Number: \*\*\*\*\*8666

## Activity By Date

Date	Description	Withdrawals	Deposits	Balance
11/06/2019	Customer Deposit		\$2,203.00	\$138,012.00
11/06/2019	Square Inc 191106P2 L209488088471 SouthTech Preparatory		\$15.38	\$138,027.38
11/08/2019	Square Inc 191108P2 L209488768765 SouthTech Preparatory		\$10.91	\$138,038.29
11/12/2019	Customer Deposit		\$2,040.00	\$140,078.29
11/12/2019	CHECK #200335	\$1,837.50		\$138,240.79
11/12/2019	CHECK #200337	\$5,500.00		\$132,740.79
11/12/2019	CHECK #200338	\$526.19		\$132,214.60
11/14/2019	CHECK #200339	\$151.73		\$132,062.87
11/15/2019	Customer Deposit		\$25.00	\$132,087.87
11/18/2019	Square Inc 191118P2 L209491299576 SouthTech Preparatory		\$2.82	\$132,090.69
11/20/2019	Square Inc 191120P2 L209491800839 SouthTech Preparatory		\$5.74	\$132,096.43
11/21/2019	Square Inc 191121P2 L209492162205 SouthTech Preparatory		\$13.43	\$132,109.86
11/22/2019	Customer Deposit		\$2,769.50	\$134,879.36
11/22/2019	Square Inc 191122P2 L209492479418 SouthTech Preparatory		\$16.26	\$134,895.62
11/29/2019	Interest Paid		\$11.07	\$134,906.69
11/29/2019	Service Charge	\$0.70		\$134,905.99

## Check Transactions

Check #	Date	Amount	Check #	Date	Amount
200335	11/12	\$1,837.50	200338	11/12	\$526.19
200337*	11/12	\$5,500.00	200339	11/14	\$151.73

Items denoted with an "\*" indicate processed checks out of sequence.



**Statement Date: November 30, 2019**
**Account Number: \*\*\*\*\*8666**

### Rates by Date

Date	Rate
10/31	0.10%

### Balances by Date

Date	Balance	Date	Balance	Date	Balance	Date	Balance
10/31	\$135,788.59	11/08	\$138,038.29	11/15	\$132,087.87	11/21	\$132,109.86
11/01	\$135,809.00	11/12	\$132,214.60	11/18	\$132,090.69	11/22	\$134,895.62
11/06	\$138,027.38	11/14	\$132,062.87	11/20	\$132,096.43	11/29	\$134,905.99

### Other Balances

Minimum Balance this Statement Period **\$132,062.87**



At BankUnited, we want to make sure that using your debit card is always as safe and convenient as possible. That's why we're launching fraud text alerts as part of our ongoing fraud monitoring program. If we have your mobile phone number on file, you will be automatically enrolled in our fraud text alert service. To learn more about our new service, please call us at 1-877-779-2265.

Statement Date: November 30, 2019

Account Number: \*\*\*\*\*8666

**If your account does not balance please check the following carefully:**

- Have you entered the amount of each check in your checkbook register?
- Are the amounts of your deposits and other additions entered in your checkbook register the same as those on this statement?
- Have you checked all additions and subtractions in your checkbook register?
- Have you carried the correct balance forward when starting a new page in your checkbook register?

**IN CASE OF QUESTIONS OR ERRORS ABOUT YOUR STATEMENT:  
PLEASE CALL (TOLL FREE) 1-877-779-BANK (2265) OR WRITE US AT:**

BankUnited Operations / EFT Error  
7815 NW 148th ST, Miami Lakes, FL 33016

**For Consumer Customers Only**

Please contact us if you think your statement is wrong or if you need additional information about a transaction. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

1. Tell us your name and account number.
2. Describe the error or the transfer you are unsure about and explain as clearly as you can why you believe there is an error or why you need further information.
3. Tell us the dollar amount of the suspected error.

You may be required to put your request in writing. We will investigate your complaint and will correct any error promptly.

**For Electronic Funds Transfers**, if we take more than 10 business days to investigate and correct the error, (20 business days if you are a new customer for electronic funds transfers occurring during the first 30 days after the first deposit is made to your account), we will recredit your consumer account for the amount you think is in error (plus interest if your account earns interest), so that you will have the use of the money during the time it takes us to complete our investigation.

**For Substitute Checks**, if we take more than 10 business days to investigate and correct the error, we will recredit your consumer account for the amount of loss up to the lesser of \$2,500.00 (plus interest if your account earns interest) or the amount of the substitute check. If your account is new (30 days from the date your account was established), has been subject to repeated overdrafts, or we believe the claim is fraudulent, we may delay the availability of recredited funds until we determine the claim is valid or until the 45th day after the claim was submitted.

**Member  
FDIC**



SOUTH TECH PREPARATORY ACADEMY INTERNAL ACCOUNT 1325 GATEWAY BLVD BOYNTON BEACH, FL 33426		BANKUNITED 1428 BRICKELL AVE FL 8 MIAMI, FL 33131 84-00000000	200335
PAY TO THE ORDER OF <u>EmbroidMe</u>		11/6/2019	\$1,837.50
One Thousand Eight Hundred Thirty Seven and 50/100 DOLLARS			
MEMO: EmbroidMe 555 Congress Ave #105 Boynton Beach, FL 33426			
#200335# 4267090594# 9852918556#			

#200335 11/12/2019 \$1,837.50

SOUTH TECH PREPARATORY ACADEMY INTERNAL ACCOUNT 1325 GATEWAY BLVD BOYNTON BEACH, FL 33426		BANKUNITED 1428 BRICKELL AVE FL 8 MIAMI, FL 33131 84-00000000	200337
PAY TO THE ORDER OF <u>Sonahine Educational Tours</u>		11/6/2019	\$5,500.00
Five Thousand Five Hundred and 00/100 DOLLARS			
MEMO: Sonahine Educational Tours 5401 University Drive, Ste 201 Coral Springs, FL 33067			
#200337# 4267090594# 9852918556#			

#200337 11/12/2019 \$5,500.00

SOUTH TECH PREPARATORY ACADEMY INTERNAL ACCOUNT 1325 GATEWAY BLVD BOYNTON BEACH, FL 33426		BANKUNITED 1428 BRICKELL AVE FL 8 MIAMI, FL 33131 84-00000000	200338
PAY TO THE ORDER OF <u>American Express</u>		11/6/2019	\$526.19
Five Hundred Twenty Six and 19/100 DOLLARS			
MEMO: American Express-01010 P.O. Box 65448 Dallas, TX 75265-0448			
#200338# 4267090594# 9852918556#			

#200338 11/12/2019 \$526.19

SOUTH TECH PREPARATORY ACADEMY INTERNAL ACCOUNT 1325 GATEWAY BLVD BOYNTON BEACH, FL 33426		BANKUNITED 1428 BRICKELL AVE FL 8 MIAMI, FL 33131 84-00000000	200339
PAY TO THE ORDER OF <u>C/S Cards</u>		11/6/2019	\$151.73
One Hundred Fifty One and 73/100 DOLLARS			
MEMO: C/S Cards PO Box 9001016 Louisville, KY 40290-1016			
#200339# 4267090594# 9852918556#			

#200339 11/14/2019 \$151.73

BankUnited  
We appreciate your business



**BankUnited**

**We appreciate your business.**



1:36 PM

12/09/19

**SouthTech Preparatory Academy**

**Reconciliation Summary**

**1113 · ST Prep MM 8690, Period Ending 11/30/2019**

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	<u>Nov 30, 19</u>
Beginning Balance	294,188.78
Cleared Transactions	
Deposits and Credits - 1 item	<u>39.49</u>
Total Cleared Transactions	<u>39.49</u>
Cleared Balance	<u><u>294,228.27</u></u>
Register Balance as of 11/30/2019	294,228.27
Ending Balance	294,228.27

1:36 PM

12/09/19

## SouthTech Preparatory Academy

## Reconciliation Detail

1113 · ST Prep MM 8690, Period Ending 11/30/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						294,188.78
Cleared Transactions						
Deposits and Credits - 1 Item						
Deposit	11/30/2019			X	39.49	39.49
Total Deposits and Credits					39.49	39.49
Total Cleared Transactions					39.49	39.49
Cleared Balance					39.49	294,228.27
Register Balance as of 11/30/2019					39.49	294,228.27
Ending Balance					39.49	294,228.27



P.O. Box 521599 Miami, FL 33152-1599

>005501 3628527 0001 008229 10Z  
SOUTH TECH PREPARATORY ACADEMY, INC.  
MONEY MARKET  
1300 SW 30TH AVENUE  
BOYNTON BEACH FL 33426

**Statement Date: November 30, 2019**

Account Number: \*\*\*\*\*8690

**Customer Service Information**


Client Care: 877-779-BANK (2265)



Web Site: www.bankunited.com



Bank Address: BankUnited  
P.O. Box 521599  
Miami, FL 33152-1599


**Customer Message Center**

Introducing our new fraud text alert service! With BankUnited's fraud monitoring service, keeping your debit card safe is as easy as sending a text.

**BUSINESS MONEY MARKET Account \*\*\*\*\*8690**
**Account Summary**

Statement Balance as of 10/31/2019			\$294,188.78
Plus	0	Deposits and Other Credits	\$0.00
Less	0	Withdrawals, Checks, and Other Debits	\$0.00
Less		Service Charge	\$0.00
Plus		Interest Paid	\$39.49
Statement Balance as of 11/30/2019			\$294,228.27

**Interest Summary**

Beginning Interest Rate	0.15%
Interest Paid this Statement Period	\$39.49
Interest Paid Year to Date	\$870.77

**Activity By Date**

Date	Description	Withdrawals	Deposits	Balance
11/29/2019	Interest Paid		\$39.49	\$294,228.27

**Rates By Date**

Date	Rate
10/31	0.15%

Statement Date: November 30, 2019

Account Number: \*\*\*\*\*8690

**Balances by Date**

Date	Balance	Date	Balance
10/31	\$294,188.78	11/29	\$294,228.27

**Other Balances**

Minimum Balance this Statement Period	\$294,188.78
---------------------------------------	--------------



At BankUnited, we want to make sure that using your debit card is always as safe and convenient as possible. That's why we're launching fraud text alerts as part of our ongoing fraud monitoring program. If we have your mobile phone number on file, you will be automatically enrolled in our fraud text alert service. To learn more about our new service, please call us at 1-877-779-2265.





P.O. Box 521599 Miami, FL 33152-1599

Page 3 of 3

**Statement Date: November 30, 2019**

Account Number: \*\*\*\*\*8690

**If your account does not balance please check the following carefully:**

Have you entered the amount of each check in your checkbook register?

Are the amounts of your deposits and other additions entered in your checkbook register the same as those on this statement?

Have you checked all additions and subtractions in your checkbook register?

Have you carried the correct balance forward when starting a new page in your checkbook register?

**IN CASE OF QUESTIONS OR ERRORS ABOUT YOUR STATEMENT:  
PLEASE CALL (TOLL FREE) 1-877-779-BANK (2265) OR WRITE US AT:**

BankUnited Operations / EFT Error  
7815 NW 148th ST, Miami Lakes, FL 33016

**For Consumer Customers Only**

Please contact us if you think your statement is wrong or if you need additional information about a transaction. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

1. Tell us your name and account number.
2. Describe the error or the transfer you are unsure about and explain as clearly as you can why you believe there is an error or why you need further information.
3. Tell us the dollar amount of the suspected error.

You may be required to put your request in writing. We will investigate your complaint and will correct any error promptly.

**For Electronic Funds Transfers**, if we take more than 10 business days to investigate and correct the error, (20 business days if you are a new customer for electronic funds transfers occurring during the first 30 days after the first deposit is made to your account), we will recredit your consumer account for the amount you think is in error (plus interest if your account earns interest), so that you will have the use of the money during the time it takes us to complete our investigation.

**For Substitute Checks**, if we take more than 10 business days to investigate and correct the error, we will recredit your consumer account for the amount of loss up to the lesser of \$2,500.00 (plus interest if your account earns interest) or the amount of the substitute check. If your account is new (30 days from the date your account was established), has been subject to repeated overdrafts, or we believe the claim is fraudulent, we may delay the availability of recredited funds until we determine the claim is valid or until the 45th day after the claim was submitted.



**Member  
FDIC**

**BankUnited, N.A.**





**Motion:**

I recommend that the Board approve and ratify the Charter school monthly Disbursement Reports for the month ending November 30, 2019 as required by the Sponsor.

**Summary Information:**

The Charter school is required to provide several financial documents on an ongoing basis. Monthly records of disbursements are a requirement that must be provided to the Board.

The Charter school maintains several accounts in order to maximize the earnings potential of the funding. Each school account is listed separately along with a disbursement record of activity. Disbursements are made by warrant, wire transfer, account transfer and use of direct debit card. Processing of disbursements takes place on a daily basis by the Charter business staff. All disbursements are reviewed and approved by the Board Chair. All warrants have two signatories.

Attachments: Disbursement Report

**Presented By:**

James Notter, Board Chair

**Financial Impact:**

There is no financial impact related to this item.

12:21 PM  
12/10/19  
Accrual Basis

# SouthTech Preparatory Academy

## Account QuickReport

As of November 30, 2019

Date	Num	Name	Amount
<b>1111 - South Tech Prep 9852918542</b>			
11/30/2019	823	Payroll	-63,336.44
11/15/2019	806	Payroll	-62,843.16
11/20/2019	5550	1325 Gateway, LLC	-52,445.27
11/20/2019	5559	A & S Transportation Inc	-27,886.67
11/06/2019	5528	Blue Cross/ Blue Shield	-24,792.81
11/13/2019	5547	A & S Transportation Inc	-24,605.89
11/30/2019	823	Payroll	-18,401.80
11/15/2019	806	Payroll	-17,724.70
11/13/2019	5548	City of Boynton Beach	-8,880.00
11/20/2019	5556	South Tech Academy	-7,408.47
11/20/2019	5555	Publix Super Markets Inc	-4,514.59
11/20/2019	5557	Speech Rehab Services LLC	-3,654.00
11/06/2019	5537	Go Clean Inc.	-3,330.00
11/06/2019	5541	The School District of Palm Beac...	-2,340.00
11/06/2019	5536	GIS Benefits	-2,317.00
11/20/2019	5553	DSD Services Inc	-2,191.00
11/20/2019	5558	zSpace Inc	-2,025.00
11/06/2019	5539	Palm Beach County School Distri...	-1,955.18
11/06/2019	5527	American Express-91002	-1,814.14
11/06/2019	5526	Alta Montclair	-1,334.00
11/06/2019	5535	Dex Imaging	-1,148.28
11/06/2019	5546	Pro Tech	-800.00
11/06/2019	5542	Thyssenkrupp Elevator Corp	-650.68
11/20/2019	5552	City of Boynton Beach Utilities D...	-596.49
11/06/2019	5533	City Maintenance Supply	-488.43
11/06/2019	5538	GovConnection Inc	-412.00
11/21/2019	5560	Comcast	-392.34
11/06/2019	5534	Coast Professional Inc	-359.08
11/06/2019	5531	Citi Cards (Costco)	-321.19
11/06/2019	5545	Preventive Fire	-300.00
11/20/2019	5554	Maxis 360	-200.00
11/06/2019	5530	Charter School Services Corp	-150.00
11/06/2019	5529	Cernoin, Casandra	-113.89
11/15/2019	806	Payroll	-90.00
11/30/2019	823	Payroll	-88.00
11/06/2019	5543	Total Compliance Network Inc	-61.00
11/06/2019	5544	Verizon Wireless	-53.12
11/13/2019	5549	Flash Photography, Inc	-40.00
11/06/2019	5532	City Fire	-35.00
11/30/2019			-2.38
11/06/2019	5540	Preventive Fire	0.00
11/20/2019	5551	A & S Transportation Inc	0.00
Total 1111 - South Tech Prep 9852918542			-340,102.00
<b>1112 - South Tech Internal 8666</b>			
11/06/2019	200337	Sonshine Educational Tours	-5,500.00
11/06/2019	200335	EmbroidMe	-1,837.50
11/06/2019	200336	Martin, Diane	-548.37
11/06/2019	200338	American Express-91002	-526.19
11/06/2019	200339	Citi Cards (Costco)	-151.73
11/30/2019			-0.70
Total 1112 - South Tech Internal 8666			-8,564.49
<b>TOTAL</b>			<b>-348,666.49</b>

**Motion:**

I recommend that the Board approve and ratify the monthly financial statements for month ending November 30, 2019 required by the Sponsor.

**Summary Information:**

The State statutes and the Palm Beach County School District require charter schools to provide financial statements on a monthly basis in the format that School Districts are required to follow. This format is prescribed by the Governmental Accounting Standards Board (GASB).

The monthly statements include:

1. Statement of Revenues, Expenditures and Changes in Fund Balance Budget to Actual
2. The combined Statement of Revenues, Expenditures and Changes in Fund Balance
3. A Combined Balance Sheet – All Fund Types

Quarterly, a Statement of Net Assets is also required. This is provided in March, June, September and December.

Attachments: Monthly Financial Statements

**Presented By:**

James Notter, Board Chair

**Financial Impact:**

There is no financial impact for this item.

**Governmental Accounting Standards Board (GASB) Monthly Financial Form**  
**South Tech Prep Academy with MSID Number 3441**  
**Palm Beach County, Florida**  
**For the Month Ended November 30, 2019 and For the Year Ending June 30, 2020**  
**November 30, 2019**

	<u>Accounts</u>	<u>General Fund</u>	<u>Special Revenue Fund</u>	<u>Debt Service</u>	<u>Capital Outlay</u>	<u>Total Governmental Funds</u>
<b>ASSETS</b>						
Cash and cash equivalents	1110	\$ 638,753	\$ -	\$ -	\$ -	\$ 638,753
Investments	1160					-
Grant receivables	1130	23,400				23,400
Other current assets	12XX	66,179				66,179
Deposits	1210	87,400				87,400
Due from other funds	1140					-
Other long-term assets	1400					-
Total Assets		<u>\$ 815,732</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 815,732</u>
<b>LIABILITIES AND FUND BALANCE</b>						
Liabilities						
Accounts payable	2120	\$ 85,382	\$ -	\$ -	\$ -	\$ 85,382
Salaries, benefits, and payroll taxes payable	2110, 2170, 2330	83,373				83,373
Deferred revenue	2410					-
Notes/bonds payable	2180, 2250, 2310, 2320					-
Lease payable	2315					-
Other liabilities	21XX, 22XX, 23XX	15,103				15,103
Total Liabilities		<u>183,858</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>183,858</u>
Fund Balance						
Nonspendable	2710	153,579				153,579
Restricted	2720					-
Committed	2730					-
Assigned	2740	92,682				92,682
Unassigned	2750	385,613				385,613
<b>Total Fund Balance</b>		<u>631,874</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>631,874</u>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>		<u>\$ 815,732</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 815,732</u>



**South Tech Prep Academy with MSID Number (3441)**  
**Palm Beach County, Florida**  
**Statement of Revenue, Expenditures, and Changes in Fund Balance (Unaudited)**  
**For the Month Ended November 30, 2019 and For the Year Ending June 30, 2020**

FTE Projected	531								
	536	101% Percent of Projected							
		General Fund				Special Revenue			
	Account Number	Month/ Quarter Actual	YTD Actual	Annual Budget	% of YTD Actual to Annual Budget	Month/ Quarter Actual	YTD Actual	Annual Budget	% of YTD Actual to Annual Budget
<b>Revenues</b>									
FEDERAL SOURCES									
Federal direct	3100	\$ -	\$ -	\$ -	%	\$ -	\$ -	-	%
Federal through state and local	3200					23,736	96,178	301,726	32%
STATE SOURCES									
FEFP	3310	280,680	1,385,686	3,240,021	43%				
Capital outlay	3397			-					
Class size reduction	3355	42,422	212,172	497,236	43%				
School recognition	3361								
Other state revenue	33XX	-	61,327	22,945	267%				
LOCAL SOURCES									
Interest	3430	71	517	1,500	34%				
Local capital improvement tax	3413								
Other local revenue	34XX	7,133	68,092	107,500	63%				
<b>Total Revenues</b>		<b>330,306</b>	<b>1,727,794</b>	<b>3,869,202</b>	<b>45%</b>	<b>23,736</b>	<b>96,178</b>	<b>301,726</b>	<b>32%</b>
<b>Expenditures</b>									
Current Expenditures									
Instruction	5000	141,379	659,413	1,832,954	36%	13,820	60,428	177,184	34%
Instructional support services	6000	26,535	113,452	241,534	47%	8,730	44,936	118,122	38%
Board	7100	4,549	18,359	27,148	68%				
General administration	7200	7,365	71,700	161,145	44%				
School administration	7300	31,812	170,729	400,526	43%				
Facilities and acquisition	7400					-	6,420	6,420	100%
Fiscal services	7500	6,603	32,932	78,263	42%				
Food services	7600								
Central services	7700	4,362	23,956	59,295	40%				
Pupil transportation services	7800	24,606	111,546	303,000	37%				
Operation of plant	7900	69,384	350,398	828,798	42%				
Maintenance of plant	8100	2,851	26,513	51,482	51%				
Administrative technology services	8200	7,137	29,281	61,793	47%				
Community services	9100	1,303	20,147	100,000	20%				
Debt service	9200								
<b>Total Expenditures</b>		<b>327,886</b>	<b>1,628,426</b>	<b>4,145,938</b>	<b>39%</b>	<b>22,550</b>	<b>111,784</b>	<b>301,726</b>	<b>37%</b>
<b>Excess (Deficiency) of Revenues Over Expenditures</b>		<b>2,420</b>	<b>99,368</b>	<b>(276,736)</b>	<b>-36%</b>	<b>1,186</b>	<b>(15,606)</b>	<b>-</b>	
<b>Other Financing Sources (Uses)</b>									
Transfers in	3600	24,586	116,699	361,000		-	15,606		
Transfers out	9700	-	(15,606)			(1,186)	-		
<b>Total Other Financing Sources (Uses)</b>		<b>24,586</b>	<b>101,093</b>	<b>361,000</b>	<b>28%</b>	<b>(1,186)</b>	<b>15,606</b>	<b>-</b>	
<b>Net Change in Fund Balances</b>		<b>27,006</b>	<b>200,461</b>	<b>84,264</b>		<b>-</b>	<b>-</b>	<b>-</b>	
Fund balances, beginning		604,868	454,935	454,935	100%				
Adjustments to beginning fund balance		-	(23,522)						
<b>Fund Balances, Beginning as Restated</b>		<b>604,868</b>	<b>431,413</b>	<b>454,935</b>	<b>95%</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Fund Balances, Ending</b>		<b>\$ 631,874</b>	<b>\$ 631,874</b>	<b>539,199</b>	<b>117%</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>	<b>%</b>

Debt Service				Capital Outlay				Total Governmental Funds						
Month/ Quarter		% of YTD Actual to		Month/ Quarter		% of YTD Actual to		Month/		% of YTD Actual to				
Actual	YTD Actual	Annual Budget	Annual Budget	Actual	YTD Actual	Annual Budget	Annual Budget	Quarter Actual	YTD Actual	Annual Budget	Annual Budget			
\$	-	\$	-	\$	-	\$	-	-	-	-	%			
								23,736	96,178	301,726	32%			
								280,680	1,385,686	3,240,021	43%			
				23,400	116,699	279,744	42%	23,400	116,699	279,744	42%			
								42,422	212,172	497,236	43%			
								-	-	-				
								-	61,327	22,945	267%			
								71	517	1,500	34%			
							%	-	-	-				
								7,133	68,092	107,500	63%			
				23,400	116,699	279,744	42%	377,442	1,940,671	4,450,672	44%			
								155,199	719,841	2,010,138	36%			
								35,265	158,388	359,656	44%			
								4,549	18,359	27,148	68%			
								7,365	71,700	161,145	44%			
								31,812	170,729	400,526	43%			
								-	6,420	6,420	100%			
								6,603	32,932	78,263	42%			
								-	-	-				
								4,362	23,956	59,295	40%			
								24,606	111,546	303,000	37%			
								69,384	350,398	828,798	42%			
								2,851	26,513	51,482	51%			
								7,137	29,281	61,793	47%			
								1,303	20,147	100,000	20%			
								-	-	-				
								350,436	1,740,210	4,447,664	39%			
				23,400	116,699	279,744	42%	27,006	200,461	3,008	6665%			
				(23,400)	(116,699)	(361,000)		24,586	132,305	361,000				
								(24,586)	(132,305)	(361,000)				
				(23,400)	(116,699)	(361,000)		-	-	-				
				-	-	-		27,006	200,461	3,008				
								604,868	454,935	454,935	100%			
								-	(23,522)	-				
								604,868	431,413	454,935	95%			
\$	-	\$	-	\$	-	\$	-	\$	631,874	\$	631,874	\$	457,943	138%

**Board Meeting  
January 16, 2020**

**Governing Board of Directors  
South Tech Charter Academy, Inc.**

**Agenda Item  
PC-4**

**Motion:**

I recommend that the Board approve the nightly cleaning agreement with M&T Cleaning Solutions.

**Summary Information:**

We are recommending M&T Cleaning Solutions to replace the current cleaning company at STPA.

Attachments: Proposals from M&T Cleaning Solutions, Go Clean, Inc., and AK Building Services

**Presented By:**

Nicole Handy, Principal of SouthTech Preparatory Academy

**Financial Impact:**

M&T Cleaning Solutions Annual cost would be \$37,200 which is an increase of \$80 for the cleaning/waxing contract over last years cost of \$37,120 with Go Clean.

# Professional Janitorial and Floor Care Services Proposal

Proposal #1160

Prepared for:

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## **SOUTHTECH PREPARATORY ACADEMY**

1326 Gateway Boulevard  
Boynton Beach, FL 33426

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Submitted by:

## **M&T CLEANING SOLUTIONS, LLC**

10122 Stonehedge Circle Suite #603  
Boynton Beach, FL 33437  
www.mtcleaningsolutions.com  
Ph: (561) 704 - 3685

### **Slovenia Ochoa**

*President*

Cell: (561) 508-1078

slovenia@mtcleaningsolutions.com

Wednesday, December 18, 2019







## M&T Cleaning Solutions, LLC

10122 Stonehedge Circle Suite #603

Boynton Beach, FL 33437

Ph: (561) 704 - 3685

info@mtcleaningsolutions.com

www.mtcleaningsolutions.com

Wednesday, December 18, 2019

Mrs. Nicole Handy  
SouthTech Preparatory Academy  
1326 Gateway Boulevard  
Boynton Beach, FL 33426

Dear Mrs. Handy;

Thank you for allowing M&T Cleaning Solutions to prepare a proposal for your consideration. We know it takes considerable time and effort to show any potential contractor your facility, and to provide them with the necessary information. So again Thanks!

**Before we start...** All of our cleaners are Bloodborne Pathogen Certified and thoroughly trained on how to perform each cleaning task, as well as on important safety issues. Our goal is to clean each customer's facility professionally and safely.

**During the Start...** We know how a seamless, no hassle start-up is important to every customer. So at M&T Cleaning Solutions, we combine up-front presentation and training with strong management and direction to ensure a smooth, successful startup. Plus, for the first 2-4 weeks one of our supervisors will attend to each cleaning in order to ensure all your concerns are being resolved, and I will personally follow up with your office to make sure everything is to your satisfaction.

**After the start...** A systematic approach to keep your facility looking good! At M&T Cleaning Solutions, LLC, we offer strong management, customer service and quality control to plan for, and not lose track of, the many necessary cleaning details.

There are no one-size-fits-all fixes for today's business environment. We look at every aspect of your facility to design a program that's right for you. Together, we'll discover opportunities for improvement and cost-savings so you can focus more on your core business. M&T Cleaning Solutions strives to go the extra mile. Maintaining our reputation and our customer's satisfaction are our number one priority. By adhering to this code, we are confident you will be pleased with our cleaning services and the quality of our work. We are family owned and operated, licensed, fully insured who do not cut corners or rush through the cleaning process. We take pride in our reputation and our quality of work reflects this.

We look forward to the opportunity of becoming a trusted and valued partner in improving and maintaining the appearance of your facility. Should you have any question or need to make any changes to this proposal, please, do not hesitate to contact me.

Sincerely;

Slovenia Ochoa  
President

## **STANDARDS OF PERFORMANCE**

These standards are an outline of general expectations of cleanliness, but are not meant to replace or supersede the latest industry standards or materials and equipment manufacturers' recommendations.

Each of M&T Cleaning Solutions Employees are fully trained and will be properly uniform and equipped with the necessary equipment to carry out the proper performance of the cleaning as specified.

**Service Level (Acceptable Quality):** The level of services as outlined in these Specifications will be consistently maintained. During the Contract period, your assigned Project Manager will conduct monthly inspections of the facilities under this Contract. The inspections are based on standards for commercial facilities within the maintenance industry.

**Blinds:** Blinds will be cleaned with a vacuum cleaner using tools designed for cleaning blinds.

**Standard:** Blinds will be free of dust and give an overall clean appearance.

**Chrome Surfaces:** Cleaning chrome requires the removal of surface spots, fingerprints, smudges, etc., with the appropriate chrome polish.

**Standard:** Surfaces will present a clean uniform shining appearance free of all soil, marks, smudges, streaks.

**Disinfecting:** Disinfecting is the application of a germicidal solution to surfaces to kill or neutralize 99.9% of the material containing or supporting the growth of bacterial/viral organisms.

**Standard:** Surfaces will be as free of material containing living bacteria, viruses, or other contaminations that are capable of causing infections.

**Dispenser Cleaning and Service:** Dispenser cleaning/service requires damp wiping dispensers with a disinfectant, checking/refilling of all towel, toilet tissue, seat covers, soap, or any other dispensers which may be identified by M&T Cleaning Solutions Employee's.

**Standard:** Dispensers will be disinfected, present a clean uniform shining appearance free of all soil, marks, smudges, streaks and will have an adequate supply of the applicable dispensed products.

**Dusting:** Normal or low dusting includes all levels up to six (6) feet in height. All high dusting will be above six (6) feet high.

**Standard:** Items will be free of any laden airborne materials, streaks, smudges, and cobwebs. Laden airborne matter will be removed by either mechanical, chemical, or manual means. All items moved to accomplish this task shall be returned to their original position.

**Entrance Glass:** Cleaning of glass is cleaning the inside and outside glass surfaces and the surrounding boundary of the applicable entrance area.

**Standard:** Glass will be free of streaks, smudges, fingerprints, etc. Surfaces surrounding the entrance will be free of dirt, dust, fingerprints, and have a clean appearance.

**Entrance Mats:** Carpet mats will be vacuumed with a HEPA backpack vacuum before spot cleaning. Entrance mats made of rubber or polyester will be swept, shaken, vacuumed or washed. Entrance mats will be lifted, moved to remove soil and moisture underneath, and replaced.

**Standard:** There will be no dirt left on surfaces.

**Fixtures:** Cleaning of restroom & kitchen fixtures and fountains require the removal of dust, dirt, debris, spots, stains, and smears from sinks, slop sinks, toilets, urinals, and fountains with a germicidal solution.

**Standard:** Fixtures will be disinfected and there will be no dust, dirt, spots or debris on the fixtures.

**Furniture:** Cleaning of furniture and tables requires dusting and/or damp wiping.

**Standard:** Surfaces are to be free of dirt, dust, debris, marks, and film.

**Glass/Window:** Glass and window cleaning requires the removal of dirt, soil, smudges, fingerprints, and other foreign material from glass window, doors, partitions, or any other items, which may consist in whole or part of a glass, or similar material including mirrors.

**Standard:** Glass surfaces will be free of all dirt, soil, smudges, streaks, smears, film, or any other foreign substances. All excess spray/solution must be removed from any surrounding trim or surfaces and glass/window surfaces will have a uniformly bright appearance. Any items moved to accomplish this task will be returned to their original positions.

**Mopping:** Mopping requires the removal of built up dirt, soil, liquids, or other foreign materials from a floor using a flat mop and changing microfiber pads and mechanically wrung out so as to have sufficient neutral detergent and water solution or disinfecting detergent and water solution. This will include changing pads as needed or as recommended by the detergent manufacturer.

**Standard:** A mopped floor will be free of all dirt, debris, soil, liquids, or other foreign material. It will present a uniform appearance free of streaks, smudges, heel marks, or any other marks, which can be reasonably removed through this cleaning method. All splash marks/spots on walls and furniture/fixtures shall be removed before completion of the wet mopping task. All items moved to accomplish this task shall be returned to their original positions.

**Policing:** Policing is picking up paper, trash, empty bottles, containers, and other discarded materials; spillages, accidents, plumbing failures, and inclement weather.

**Standard:** Area(s) being policed will be free of debris. Area(s) will present an overall clean appearance.

**Receptacles:** Cleaning and disinfecting receptacles is defined as wiping or washing containers with a germicidal solution and replacing plastic liners.

**Standard:** Receptacles will be considered properly cleaned when both the inside and outside are clean, free of stains, dried refuse and odors, and a plastic liner replaced, if necessary.

**Refrigerators:** Requires cleaning outside surfaces, especially the handles with a germicidal detergent solution.

**Standard:** Outside surfaces will present an overall clean appearance.

**Restrooms:** Cleaning of restrooms requires the removal of trash, cleaning of floors, fixtures, urinals, toilets, receptacles, faucets, handles, dispensers, walls, partition stalls, and doors with a germicidal solution. All glass, chrome, and stainless steel surfaces will be cleaned and buffed to a shine.

**Standard:** Restrooms will be considered properly cleaned when floors are mopped and fixtures, urinals, toilets, waste receptacles, wash basins, faucets, handles, dispensers, partition stalls, and doors are cleaned with a germicidal solution. All glass, chrome, and stainless steel surfaces will be cleaned and buffed to a shine, waste receptacles emptied, and dispensers refilled.

**Shower Curtain/Doors:** Cleaning of curtains/doors requires washing curtains with an approved cleaner that will eliminate fungus and green mold.

**Standard:** Washed with a germicidal solution with no mold and/or odor remaining.

**Shower Stalls:** Cleaning of shower stalls is defined as the removal of soap scum, mold, stains, and odors from surfaces (including grout) and cleaning the entire enclosure with a germicidal solution or steam cleaning.

**Standard:** Walls, ceiling, enclosures, grout, and fixtures are cleaned with a germicidal solution and chrome is buffed to shine. There will be no mold and/or odor remaining.

**Shower Safety Mats:** Cleaning of mats requires washing mats with an approved cleaner that will eliminate fungus and mold.

**Standard:** Shower safety mats will be considered properly cleaned when they are washed with a germicidal solution.

**Smoking Area:** Ash butt containers outside any buildings will be cleaned according to cleaning schedule as well as the designated area where smoking is allowed to be free from cigarette butts and debris.

**Standard:** Smoking area is to be policed and free of cigarette butts and debris.

**Spot Cleaning:** Spot cleaning requires the removal of dirt, soil, debris, liquids, stains, or other foreign materials from areas which can be accomplished by cleaning only the immediately affected area where cleaning the whole area would not be necessary. Spot cleaning may be accomplished by any of the methods contained herein and as dictated by the circumstances of the soiling. Carpet spots may be removed immediately with an approved carpet cleaning solution in such a manner, which will not leave rings or discoloration with customer approval.

**Standard:** Spot cleaning will remove completely any evidence of the soiling which necessitated the cleaning, and return the finish of the area affected to its pre-soiled condition without evidence of occurrence or cleaning.

**Sweeping or Dust Mopping:** Sweeping/dust mopping requires the removal of loose dirt, dust, debris, and other foreign material through either manual or mechanized methods, as appropriate for the location and situation.



**Standard:** A swept area will be free of all loose dirt, grit, lint, dust, debris, or other foreign material with no build up in corners, crevices, under or around furniture parts. All items moved to remove dirt shall be returned to their original location.

**Trash/Waste Removal:** Trash/waste removal requires the collection of all materials, which have been placed into appropriate containers, and taken to a specified site for disposal.

**Standard:** All trash/waste and soiled liners will be removed from all trash/waste containers, and a new trash/waste liner will be fitted into all such containers.

**Vacuuming:** Vacuuming requires the mechanical removal of loose dust, dirt, soil, debris, and other foreign material from carpeted floors and other items (e.g. couches, chairs, walls, curtains/drapes), which require this method of cleaning using a HEPA backpack vacuum.

**Standard:** There will be no evidence of any dust or dirt or any other loose foreign material. Materials will be left in a lint free state. All items moved during this process shall be returned to their original positions.

## **INTERVALS**

In order to avoid any interference with Customer's meetings and/or operations service will be performed outside of the "Normal Hours of Operation" after 6:00 pm before 5:00 am, unless otherwise indicated by customer.

**Daily** cleaning will be performed each cleaning day per week.

**Weekly** cleaning will be performed once a week, normally on Fridays and at least four (4) business days apart.

**Twice a month** cleaning will be performed every other week, normally on Fridays or Mondays, at least fourteen (14) business days apart.

**Monthly** cleaning will be performed on the first week of every month, normally on Fridays or Mondays, at least thirty (30) business days apart.

**As needed** will be performed when cleaning tech see it necessary.

## GENERAL

M&T Cleaning Solutions, LLC agrees to provide all labor, supervision, material, and equipment necessary to assure performance of specified cleaning service for the customer. This shall include all services described in the written specifications attached. M&T Cleaning Solutions, LLC agrees to furnish such cleaning service for a period of one year, the dates yet to be agreed upon.

## SERVICE SCHEDULE

- Cleaning service operations described in this comprehensive program will be performed **Five (5) days a week - Monday thru Friday.**
- Strip and Wax will be executed during **Winter break** on December/January and **Summer break** (month to be determine)

All services will be performed outside of the "Normal Hours of Operation" to avoid any interference with SouthTech Preparatory Academy (Customer) regular business operations. Please, refer to **Exhibit A - H** for a detail Scope of Work (SOW) of each service.

## HOURS OF WORK

M&T cleaning crew will observe holidays observed by the customer and the Observed Holidays listed below. M&T Cleaning Solutions, LLC is prepared to adapt this work schedule to coincide with the needs and requests of the customer provided that such requests do not alter the cost of operations.

Janitorial services, except outside work and work done on Saturdays, Sundays and Holidays, shall be performed to completion between the hours of 6pm and 4am unless otherwise specified herein or agreed upon. If services are scheduled on State Holidays, they will be performed the following night. Services shall not performed in office areas during office hours except by permission of SouthTech Prep's office manager or his/her designee. Upon request, your assigned Project Manager shall be available during office hours for joint inspection of the premises, consultation and/or receipt of instructions. Your Project Manager will be available to you Monday - Saturday at any time via E-mail and Phone.

HOLIDAY	DATE TO BE OBSERVED
New Year's Eve	December 31st
New Year's Day	January 1st
Memorial Day	Last Monday in May
Independance Day	July 4th
Labor Day	1st Monday in September
Thanksgiving Day	4th Thursday in November
Christmas Eve	December 24th
Christmas Day	December 25th

## SERVICE AND COMPENSATION

Monthly Service Price: **\$3,100.00**

Monthly Service Price Includes the following services:

- **Janitorial Services:** Nightly cleaning to be performed after hours Monday through Friday. Starting a week before school's starts (August) ending a week after school ends (June). Refer to Exhibit A-F for detail scope of work. **\$2,200.00 a month**
- **Floor Care Program:** Strip and wax of all flooring areas twice a year - Summer and Winter break. Refer to Exhibit G-H for detail scope of work. **\$900.00 a month (\$10,000 a year)**

## SPECIAL SERVICES

Special services are offered and price is available upon request for the following;

- Scrubbing, Buffing and Polishing of floors.
- Tile & Grout can be cleaned and color stained.
- Pressure Cleaning for sidewalks, parking areas and building walls.
- Restroom and break room consumables (garbage bags, napkins, toilet papers, etc.)

## SECURITY AND PRIVACY

- Security of the keys to your facility is priority number one. Customer keys are not identified by either customer name or address. All such keys are tagged with a numerical code known only to the janitorial staff.
- Cleaning staff and supervisors are instructed not to open desks, file cabinets, or any storage areas which are normally closed and/or locked.
- ***Cleaning staff and supervisors are instructed to bypass desks, tables and counters with excessive scattered papers, files or other types of work-in-process materials.***

## SUPPLIES

The customer will provide paper products, toilet paper, paper towels, garbage can liners, toilet seat covers, compostable liners, hand soap, etc.. If desired M&T Cleaning Solutions can provide these products and invoice them separately.

M&T Cleaning Solutions will furnish all cleaning products following our CDS Cleaning Program which the following are included but not limited to: restroom cleaner, neutral floor cleaner, glass cleaner, disinfectant, degreaser...

## EQUIPMENT

M&T Cleaning Solutions will furnish and maintain all necessary cleaning equipment inclusive but not limited to: floor scrubbing machines, waxing polishing machines, HEPA vacuums, maid carts, flat mops, color coded rags, wringers etc. The customer agrees to provide a secure space for storage of this equipment, as may be necessary.

M&T Cleaning Solutions will comply with current OSHA regulations and proven procedures pertaining to all work performed at the customer's location.

**INSURANCE**

M&T Cleaning Solutions will furnish all forms of insurance required by law and shall maintain the same in force. Please, see attached copy of our insurance Certificates.

**SUPERVISION AND PERSONNEL**

Adequate and trained personnel and supervision will be furnished to ensure quality service. All our personnel are interviewed and carefully screened for character and temperament. At M&T Cleaning Solutions, LLC we believe that our employees are our biggest asset, therefore we spend big part of our resources in training and motivation programs in order to maintain a high quality, efficient cleaning program and motivated employees. To achieve this, all hourly personnel will complete our training program (Online and Hands on) prior to being assigned to your facility. This program will act as a refresher course for the more experienced personnel and to ensure the quality of our service and expectations are met on every cleaning.

A designated Project Manager will be the point of contact for any questions, conference or inspections with respect to the services provided, and will, upon reasonable notice, be available to report and confer with customer representative. Account Manager will perform his/her own inspection on work performed on a regular basis to ensure consistency and quality control. Also, a Team Leader will be assign for the duration of the contract. M&T Cleaning Solutions Team Leader will be accountable for all daily activities and overall quality of service.

**EMPLOYEE STATUS**

Personnel supplied by M&T Cleaning Solutions are deemed employees of M&T Cleaning Solutions and will not for any purpose be considered employees or agents of the customer. All M&T Cleaning Solutions employees carry a suitable company photo identification and company uniform when performing Janitorial, Floor Care or Maintenance Services.

**NON-HIRE**

Client understand that M&T Cleaning Solutions, LLC has gone to considerable time and expense in training, orienting, and equipping its employees/contractors/consultants with the knowledge and experience to perform their duties. This is expressly to be considered proprietary and confidential, relating to the methods and manner in which M&T Cleaning Solutions, LLC does business, including know-how, marketing plans, business plans, strategies, forecast, financial information, projections, customer and supplier information and identities, materials, reports, specifications, and all other tangible and/or intangible materials relating to the manner in which M&T Cleaning Solutions, LLC does business.

Therefore, Client shall not within two years after initial referral and/or contact with the employee/contractor/consultant, without the prior written consent of M&T Cleaning Solutions, LLC retain any employee/contractor/consultant on a full-time, part-time, project-wise, or in any other capacity as an independent contractor, employee, or consultant. If Client does so, it agrees to pay M&T Cleaning Solutions, LLC a permanent placement fee of 25% of the net monthly compensation of the consultant, for a period not to exceed one year. M&T Cleaning solutions and Client agree that it would be extremely difficult or impossible to ascertain the



actual amount in which M&T Cleaning Company, LLC would be damaged, and accordingly agrees that these liquidated damages are reasonable.

### **EQUAL OPPORTUNITY EMPLOYER**

M&T Cleaning Solutions is an equal opportunity employer. All necessary employment forms will be maintained by our office as required by law.

### **OUR PHILOSOPHY**

M&T Cleaning Solutions, LLC is committed to providing quality janitorial and floor care services that deliver the highest levels of customer satisfaction by following 5 simple Service Standards:

- **Customer Service** - We believe our customers must always come first and not one size fits all, therefore we assign a dedicated Project Manager to be available for each of our customers 24/7 to ensure an open communication at all times and design a customized cleaning plan to fit our customers needs and budget.
- **Integrity** - We do not sacrifice our integrity and high ethical standards with our quest for growth. We do what we say we will do, we will never promise something we can't deliver.
- **Professionalism** - We are proud of our company, our work and our employees. We recruit people who share our core values. We invest in their training, motivation and advanced cleaning technology.
- **Superior Service** - At M&T Cleaning Solution we must strive to be the best. This means paying attention to detail and meeting the needs of our customers, present and future by receiving the same superior workmanship and attention to details that we would expect for our own homes or business.
- **Teamwork** - We are one team united in our dedication to deliver service excellence. Each member contributed to our success by respecting others and upholding individual commitments. The achievement of the team is paramount and rises above individual agendas. We understand that in a culture where success is a goal, it is important to celebrate our victories as a team.

### **INVOICING**

All invoicing will be itemized according to monthly work or for special tasks. Invoices will be send out via E-mail to your billing department two weeks before the due date.

### **PAYMENT POLICY**

Payment is due on the **1st of every month for the past service month** Ex. Payment for January services is due on February 1st. A \$35.00 fee will be charged for each NSF check returned by the bank. In the event an account requires legal or collection action, Customer agrees to pay all cost of collection without limitations for reasonable attorney fees, interest on past due amount, court costs, and all collection costs.

### **METHOD OF PAYMENTS**

- Checks
- Credit Card

### **AUTOMATIC RECURRING PAYMENT OPTION**

An automatic recurring payment in the range provided to you in writing, electronically, or as described to you by the M&T Cleaning Solutions representative will be made every month ("Monthly Payment") for payment of your janitorial services on the 1st of every month. A 3% convenience fee will be apply for every credit card transaction.

### **INFLATION ADJUSTMENT**

The Base price shall be adjusted annually. The Inflation Adjustment will be the increase in the United States Consumer Price Index (CPI), as published by the Bureau of Labor Statistics of the U.S. Department of Labor with particular reference to the average shown on such index for "all items" for the Miami-Fort Lauderdale-West Palm Beach area. To allow early budgeting for Contract Year 2019, the billing price shall be the Base price adjusted for each percentage point of change, or proportionately for fractional parts of a percentage point of change, to reflect cumulative changes in the CPI between June 2018 and June 2019 (minimum 3%, maximum 5%). This new price will become effective June 1, 2019 and this methodology will be used for all subsequent periods.

### **LATE FEE**

Overdue payments are subject to a late fee of \$50.00 or 10% - whichever is greater - of the total invoice amount for accounts overdue after the 5th (meaning that if payment is not receive on or before the 5th, a late fee will be applied on the 6th). No services will be rendered if payment is not received by the 10th, service will resume after payment is received.

### **BOXES AND SHREDDED PAPER**

All boxes must be break down flat in one designated area in order to be pick-up. Excessive amount of unbreakable boxes will incur in an extra charge.

A maximum of two (2) bags of shredded paper will be thrown-away per cleaning day.

### **TERMS**

The term of this "Service Agreement" will automatically renew for successive terms of one (1) year (each, a "Renewal Term") unless either Party decides that it does not wish to renew this Agreement or any particular Service or Additional Services set forth on a SOW hereunder before the expiration of the Initial Term or any Renewal Term, as applicable, by notifying the other Party in writing at least thirty-days (30) before the completion of the Initial Term or Renewal Term, as applicable.

### **CANCELLATION**

This agreement may be terminated with a minimum of thirty (30) days written notice from either party and must indicate the date of final cleaning, as well as the reason for terminating services in accordance with this "Service Agreement" or any representations or warranties made by M&T Cleaning Solutions, LLC here under.

If this agreement is terminated due to nonperformance; the terminating party must give the non-terminating party written notice of the nature of any defect in performance. The non-terminating party shall have Seventy-Two (72) hours in which to cure the defect to the

reasonable satisfaction of the terminating party. If the defect is not satisfactorily cured at the end of the Seventy-Two (72) hour period, the terminating party shall notify the non-terminating party in writing, of the failure to satisfactorily cure the defect, and the contract shall terminate Thirty (30) days from the date of said notice.

#### AGREEMENT

This agreement ("this Agreement") is made and entered into as of \_\_\_\_\_, 2020, by and between **M&T Cleaning Solutions, LLC** with its principal place of business located at **10122 Stonehedge circle Suite #603 Boynton Beach, FL 33437** and **SouthTech Preparatory Academy** ("Customer") with its principal place of business located at **1325 Gateway Boulevard Boynton Beach, FL 33437**.

**NOW, THEREFORE**, in consideration of the mutual promises and benefits to be derived by the parties they mutually agree to the terms and conditions as outlined above in this agreement. It is hereby contracted and agreed by the following signatures.

**IN WITNESS WHEREOF**, the parties have executed this Agreement effective as of the date and year first written above.

#### **M&T CLEANING SOLUTIONS, LLC**

10122 Stonehedge Circle Suite #603  
Boynton Beach, FL 33437  
Ph: (561) 704 - 3685  
info@mtcleaningsolutions.com

#### **SOUTHTech PREPARATORY ACADEMY**

1325 Gateway Boulevard  
Boynton Beach, FL 33472  
Ph: (561) 318 - 8087  
nicole.handy@pbcharterschools.org

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M&T Officer's Signature

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Officer's Signature

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Officer's Name

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Officer's Full Name

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Officer's Title

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Officer's Title

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Today's Date

---

Today's Date

---

Projected Start Date

## EXHIBIT A

### SOW - ENTRANCE, HALLWAYS AND CAFETERIA

REFUSE – CONTAINERS	FREQUENCY
<b>Empty Containers/Replace Liner:</b> All refuse and recycling containers will be completely emptied and a clean, appropriately sized liner installed.	Daily
CLEAN & DISINFECT	
<b>Clean and Disinfect Handles, Handrails, and Covers:</b> Clean and disinfect door handles, handrails, and electrical switch plates using a color coded microfiber cloth.	Daily
<b>Clean and Disinfect Drinking Fountains:</b> Stainless steel fountains will be cleaned with a stainless cleaner, disinfected, inside and out, as well as fixtures. Fountains are to be free of water spots, stains, and smudges using a color coded microfiber cloth.	Daily
DUSTING	
<b>Dust Horizontal Surfaces:</b> Horizontal surfaces under 6' such as window ledges, light fixtures, picture frames, and the like will be dust free using a color coded microfiber cloth.	Twice a Month
<b>High Dust – Vents, Grilles, Lighting, Etc.:</b> High dusting is anything over 6' from the floor but not higher than 12' including vents, grilles, exhaust fans, clocks, door tops, and frames using a color coded microfiber cloth.	Twice a Month
WINDOWS AND GLASS	
<b>Clean Entry Glass:</b> Entry glass doors will be cleaned and streak free inside and out using a color coded microfiber cloth.	Daily
<b>Clean Reception Glass:</b> Entry glass will be cleaned and streak free both sides using a color coded microfiber cloth.	Daily
<b>Clean Window Sills:</b> Horizontal and vertical window sills will be clean, dust, and dirt free using a color coded microfiber cloth.	Twice a Month
FLOORING – VCT	
<b>Vacuum Floors:</b> Flooring will be vacuum using HEPA backpack vacuum so as to leave the floor in a dirt (dust) free state.	Daily
<b>Vacuum with Edging Tool – All Corners:</b> Floor edges and corners where floor and wall intersect, where floor and thresholds meet or around the bases of any object permanently placed on a carpet surface will be vacuumed with an edging tool.	Daily
<b>Mop and Disinfect Floors:</b> Floor surfaces will be mopped with a disinfectant, and microfiber mop. Scuff marks or stains are not expected to be removed with damp mopping. Furnishings (chairs, wastebaskets, etc.) are to be moved and returned to their original locations to provide for vacuuming.	Daily



## EXHIBIT B

### SOW - ELEVATOR AND STAIRWELL

CLEAN & DISINFECT	FREQUENCY
<b>Clean Doors and Walls:</b> Remove finger marks, smudges, dirt and dust using a color coded microfiber cloth.	Daily
<b>Clean and Disinfect Call Buttons and Panels Inside and Out Cabs:</b> Clean and disinfect call buttons and handrails using a color coded microfiber cloth.	Daily
<b>Clean and Polish Stainless Steel:</b> Stainless steels panel and doors will be cleaned and polished so as to produce a shiny appearance.	Daily
<b>Clean and Disinfect Handles and Handrails:</b> Clean and disinfect stairwells side handles and handrails using a color coded microfiber cloth.	Daily
<b>FLOORING – VCT</b>	
<b>Vacuum Floors:</b> Flooring will be vacuum using HEPA backpack vacuum so as to leave the floor in a dirt (dust) free state.	Daily
<b>Vacuum with Edging Tool – All Corners:</b> Floor edges and corners where floor and wall intersect, where floor and thresholds meet or around the bases of any object permanently placed on a carpet surface will be vacuumed with an edging tool.	Daily
<b>Mop and Disinfect Floors:</b> Floor surfaces will be mopped with a disinfectant, and microfiber mop. Scuff marks or stains are not expected to be removed with damp mopping.	Daily

## EXHIBIT C

### SOW - OFFICES AND CLASSROOMS

REFUSE – CONTAINERS	FREQUENCY
<b>Empty Containers/Replace Liner:</b> All refuse and recycling containers will be completely emptied and a clean, appropriately sized liner installed.	Daily
<b>CLEAN &amp; DISINFECT</b>	
<b>Clean and Disinfect Handles, Handrails, and Covers:</b> Clean and disinfect door handles, handrails, and electrical switch plates using a color coded microfiber cloth.	Daily
<b>Clean and Disinfect Communication Equipment:</b> Disinfect and remove dirt, smudges, and finger marks from telephones using a color coded microfiber cloth.	Daily
<b>Clean and Disinfect Desks, Tables and Working Stations:</b> Clean and disinfect desk top - <i>where accessible, no papers or items on top of desk will be move by our cleaning staff</i> - to remove dirt, smudges and finger marks using a color coded microfiber cloth.	Daily
<b>FURNITURE</b>	
<b>Furniture Placement:</b> Furniture, chairs, refuse, and recycle containers will be placed back in their appropriate locations.	Daily
<b>Desks – Detail Wipe Down and Disinfect:</b> Desks will be damp wiped with disinfectant to remove stains, smudges, and dried refuse including behind computers <i>(all papers and office supplies should be stack up, and computers must be pull forward in order to do detail cleaning. Nothing will be move by our cleaning techs)</i>	Weekly
<b>DUSTING</b>	
<b>Dust Horizontal Surfaces:</b> Horizontal surfaces under 6' such as window ledges, light fixtures, picture frames, and the like will be dust free using a color coded microfiber cloth.	Twice a Month
<b>Dust Furniture:</b> Office furniture – overhead bins, file cabinets, partitions, tables, and bookshelves (excluding desks) are to be dust free with a color coded microfiber cloth.	Twice a Month
<b>High Dust – Vents, Grilles, Lighting, Etc.:</b> High dusting is anything over 6' from the floor but not higher than 12' including vents, grilles, exhaust fans, clocks, door tops, and frames using a color coded microfiber cloth.	Twice a Month

## EXHIBIT C

### SOW - OFFICES AND CLASSROOMS

WINDOWS	FREQUENCY
<b>Clean Window Sills:</b> Horizontal and vertical window sills will be clean, dust, and dirt free using a color coded microfiber cloth.	Twice a Month
<b>FLOORING – VCT</b>	
<b>Vacuum Floors:</b> Flooring will be vacuum using HEPA backpack vacuum so as to leave the floor in a dirt (dust) free state.	Daily
<b>Vacuum with Edging Tool – All Corners:</b> Floor edges and corners where floor and wall intersect, where floor and thresholds meet or around the bases of any object permanently placed on a carpet surface will be vacuumed with an edging tool.	Daily
<b>Mop and Disinfect Floors:</b> Floor surfaces will be mopped with a disinfectant, microfiber mop. Scuff marks or stains are not expected to be removed with damp mopping. Furnishings (chairs, wastebaskets, etc.) are to be moved and returned to their original locations to provide for vacuuming.	Daily

## EXHIBIT D

### SOW - TEACHER'S LOUNGE

REFUSE – CONTAINERS	FREQUENCY
<b>Empty Containers/Replace Liner:</b> All refuse and recycling containers will be completely emptied and a clean, appropriately sized liner installed.	Daily
<b>CLEAN &amp; DISINFECT</b>	
<b>Clean and Disinfect Handles, Handrails, and Covers:</b> Clean and disinfect door handles, handrails, and electrical switch plates using a color coded microfiber cloth.	Daily
<b>Wipe Counters, Cabinets and Appliances:</b> Cabinet fronts and pulls, countertops, tables, towel dispensers, appliances and vending machines (exterior of refrigerator and vending machines only) will be cleaned so as to remove finger marks, smudges, and left in a dust/dirt free condition.	Daily
<b>Restocking Dispensers:</b> Kitchen dispensers (paper towel and soap) will be checked and restock.	As Needed
<b>FURNITURE</b>	
<b>Furniture – Damp Wipe:</b> Furniture will be damp wiped with disinfectant to remove stains, smudges, and dried refuse using a color coded microfiber cloth.	Daily
<b>DUSTING</b>	
<b>Dust Horizontal Surfaces:</b> Horizontal surfaces under 6' such as window ledges, light fixtures, picture frames, and the like will be dust free using a color coded microfiber cloth.	Twice a Month
<b>High Dust – Vents, Grilles, Lighting, Etc.:</b> High dusting is anything over 6' from the floor but not higher than 12' including vents, grilles, exhaust fans, clocks, door tops, and frames using a color coded microfiber cloth.	Twice a Month
<b>WINDOWS AND GLASS</b>	
<b>Clean Window Sills:</b> Horizontal and vertical window sills will be clean, dust, and dirt free using a color coded microfiber cloth.	Twice a Month
<b>Clean Glass:</b> Glass door will be cleaned and streak free inside using a color coded microfiber cloth.	Daily
<b>FLOORING – VCT</b>	
<b>Vacuum Floors:</b> Flooring will be vacuum using HEPA backpack vacuum so as to leave the floor in a dirt (dust) free state.	Daily
<b>Mop and Disinfect Floors:</b> Floor surfaces will be mopped with a disinfectant, microfiber mop. Scuff marks or stains are not expected to be removed with damp mopping. Furnishings (chairs, wastebaskets, etc.) are to be moved and returned to their original locations to provide for vacuuming.	Daily

## EXHIBIT E

### SOW - RESTROOMS

REFUSE – CONTAINERS	FREQUENCY
<b>Empty Containers/Replace Liner:</b> All refuse and recycling containers will be completely emptied and a clean, appropriately sized liner installed.	Daily
<b>CLEAN &amp; DISINFECT</b>	
<b>Clean and Disinfect Handles, Handrails, and Covers:</b> Clean and disinfect door handles, handrails, and electrical switch plates using a color coded microfiber cloth.	Daily
<b>RESTROOM FIXTURES</b>	
<b>Restocking Dispensers:</b> Restroom dispensers (paper towel, seat covers, toilet paper, soap, etc.) will be checked daily and restock as needed.	As Needed
<b>Clean Dispensers:</b> Clean dispensers to be free of soap scum, finger prints, dirt, and smudges.	Daily
<b>Clean and Disinfect Restroom Fixtures:</b> Clean and disinfect all porcelain and stainless steel sinks, faucets, handles, toilets, flush urinals, and urinal partitions will be free of deposits, stains, soap, and odors.	Daily
<b>Clean and Disinfect Fixture Exteriors:</b> Fixtures (sinks, faucets, toilets, urinals) exteriors, undersides, and bases will be cleaned and disinfected with an appropriate cleaner so as to remove any deposits which may occur. All toilet seats will be left in raised position after cleaning.	Daily
<b>Clean and Polish Chrome and Stainless Steel:</b> Plumbing fixtures will be cleaned and polished so as to produce a shiny appearance.	Daily
<b>DUSTING</b>	
<b>Dust Horizontal Surfaces:</b> Horizontal surfaces under 6' such as window ledges, light fixtures, picture frames, and the like will be dust free using a color coded microfiber cloth.	Twice a Month
<b>High Dust – Vents, Grilles, Lighting, Etc.:</b> High dusting is anything over 6' from the floor but not higher than 12' including vents, grilles, exhaust fans, clocks, door tops, and frames using a color coded microfiber cloth.	Twice a Month
<b>GLASS</b>	
<b>Clean Mirrors:</b> Mirrors will be clean with appropriate glass cleaner and color coded microfiber cloth to kept mirrors clean, fog, and streak free.	Daily
<b>FLOORING – TILE</b>	
<b>Vacuum Floors:</b> Flooring will be vacuum using HEPA backpack vacuum so as to leave the floor in a dirt (dust) free state.	Daily
<b>Mop and Disinfect Floors:</b> Floor surfaces will be mopped with a disinfectant, microfiber mop. Scuff marks or stains are not expected to be removed with damp mopping.	Daily



## EXHIBIT F

### SOW - OTHERS

#### MISCELLANEOUS SPECIFICATIONS

All facility trash will be remove to designated dumpster.

Items marked “**TRASH**” which are not in trash cans, are to be removed. Unmarked items are not to be removed.

**All boxes must be broke down flat in ONE designated area and mark “TRASH” in order to be removed.**

Janitor Closet will be keep clean and organized.

Light will be Turn Off - *Per Customer Instructions*.

All designated interior doors will be secure after each cleaning.

Alarm will be set after each cleaning - *Per Customer Instructions*.

M&T Cleaning Solutions will report any building damage or potential hazard immediately.

Regular quality control inspections will be perform by one of our quality control techs.

**STPA will be responsible to clean all students desks.**

**STPA cafeteria staff will be responsible to clean all cafeteria appliances and counter space.**

## EXHIBIT G

### FLOOR CARE SERVICE SOW

#### **STRIP AND REFINISH - One Time During Summer Break**

- Stripping is the process of removing existing layers of old site-applied sealers and/or finishes from the flooring surface.
- A standard stripping chemical is diluted and applied to the floor with a mop or solution applicator and allowed to dwell.
- This solution penetrates the finish and re-emulsifies it into a semi-liquid state.
- Wax will protect the flooring from the damaging effects of abrasive wear, the embedment of soils, many stains and the leaching effect of frequent cleaning.
- The use of a good wax will impart an enhanced appearance and provide a uniform gloss.

#### **JOB TO BE PERFORMED:**

An initial thorough walk-through of the area will be performed prior to stripping; identifying heavily soiled areas and/or possibly permanent stains.

Area will be cleared, as possible, to allow for a smooth, complete and effective Strip and Wax process while minimizing any unnecessary disruption.

Items stuck to the floor will be carefully removed using a putty knife or scraper.

Dust mop area using microfiber pad or treated mop head.

Finish will be removed using floor machine and appropriately diluted chemical stripper solution.

Careful attention will be given to thoroughly stripping of edges.

Baseboards will be cleaned as possible using edge machine, hand held pad or brush along with baseboard cleaner.

Dirty stripper solution will be picked up using wet-vac or squeegee and mop.

Floor will be rinsed several times with clean water, followed by a neutralizer solution, then allowed to completely dry before finish is applied.

Four (4) to six (6) coats of Spartan I-Shine wax at 25% solid will be applied using flat microfiber applicator or 100% rayon finish mop head to achieve hi-solid content and desired appearance.

A thorough walk-through of the areas will be performed as a final quality check of the service performed.

#### **Areas to be Strip and Refinish are the following:**

- |             |                    |                 |             |
|-------------|--------------------|-----------------|-------------|
| • Entrance  | • Hallways         | • 23 Classrooms | • 7 Offices |
| • Cafeteria | • Teacher's Lounge | • Stairs        |             |

## EXHIBIT H

### FLOOR CARE SERVICE SOW

#### **SCRUB AND RE-COAT - One Time During Winter Break**

- Scrubbing is washing a floor by wetting it with detergent solution, then using a moderately abrasive non-woven pad or appropriate brush, either by hand or attached to a low-speed floor machine, to vigorously agitate the wet surface.
- This procedure is used when a floor is heavily soiled and less-aggressive cleaning methods have been unsuccessful but Strip and refinish is not needed at the time.
- Supplemental coats of wax will be applied as appearance and gloss level dictate. To maintain optimal appearance and protection in high traffic and high soil areas (such as lobbies, chair-slide areas in classrooms and cafeterias, elevators, supermarket checkout lanes, etc.), wax may need to be applied more frequently to maintain the minimum protective layer.

#### **JOB TO BE PERFORMED:**

An initial thorough walk-through of the area will be performed prior to scrubbing; identifying heavily soiled areas and/or possibly permanent stains.

Area will be cleared, as possible, to allow for a smooth, complete and effective Strip and Wax process while minimizing any unnecessary disruption.

Items stuck to the floor will be carefully removed using a putty knife or scraper.

Floor will be dust mopped or swept to remove surface dirt and debris.

Floor will be scrubbed using floor machine and/or auto scrubber and appropriately diluted cleaning chemical solution.

Careful attention will be given to thoroughly stripping of edges.

Baseboards will be cleaned as possible using edge machine, hand held pad or brush along with baseboard cleaner.

Dirty scrubber solution will be picked up using wet-vac or squeegee and mop.

Floor will be rinsed with clean water and/or neutralizer solution, then allowed to completely dry before finish is applied.

Three (3) coats of Spartan I-Shine wax at 25% solid will be applied using flat microfiber applicator or 100% rayon finish mop head to achieve hi-solid content and desired appearance.

A thorough walk-through of the areas will be performed as a final quality check of the service performed.

#### **Areas to be Scrub and Refinish are the following:**

- |             |                    |                 |             |
|-------------|--------------------|-----------------|-------------|
| • Entrance  | • Hallways         | • 23 Classrooms | • 7 Offices |
| • Cafeteria | • Teacher's Lounge | • Stairs        |             |

## Other Terms and Conditions

*Your M&T Cleaning Solutions representative has provided you with an exact description and estimate for the cost of the services to be provided. Special conditions may exist and will be noted.*

### Furniture and Plumbing

Unless you are otherwise notified by the M&T Cleaning Solutions Representative and have signed a waiver at the time of scheduling your service, our Technicians are not trained, equipped, licensed or authorized to do plumbing or furniture moving. If they remove or replace fixtures at your request, it is done solely as a courtesy, and the responsibility for the damage is yours.

### Paint and Wallpaper

If you are repainting or re-wallpapering, please wait until after our service has been completed. In order to protect the paint and wallpaper, we must mask it. When it is removed, masking tape occasionally it pulls off small pieces of the surface to which it is stuck. If you wish to preserve the existing paint or wallpaper, please alert our Technician, but even then damages can occur. We cannot be responsible for touching up your paint or replacing your wallpaper.

### Protection

We will make every effort to protect the surrounding areas and we will note any prior damage before commencing of job. M&T Cleaning Solutions cannot be held responsible for damage from other vendors, sub-contractors, service agents or patrons. We will note on our quotation any damages that were observed during estimation of project.

### Wax and Coating Removal

Waxes and coatings are often applied to cover the surface damage. There is no way to predict the condition of the stone or tile until the coating or wax has been removed. Unforeseen conditions may exist which may result in additional charges or expenses to repair any damage hidden beneath the coating. You will be notify immediately if that is that case.

### Grout Cleaning

Some stains on the surface of the grout will remain unless you have specifically contracted for its restoration, stripping, replacement, color sealing or re-grouting. Grout cleaning services including power scrubbing, power washing and deep extraction cleaning will remove surface dirt, but CANNOT remove absorbed stains. In the event that you are not satisfied with the results of your cleaning process, your representative may recommend an additional service designed to address the stained grout area. This may include scraping (none sanded), color seal (sanded) or re-grouting (sanded). These additional services will result in additional charges. There is generally no way to predict whether grout stains exist under dirty grout until the grout has been cleaned.

### Grout Replacement and Repair

M&T Cleaning Solutions will make every effort to match your existing grout color. Grout will oxidize and darken with time, and can lighten based on the cleaners used in its day-to-day cleaning. Slight differences in the grout color may exist, unless the entire grout area is being re-grouted. Unless you specifically purchase the colored grout intended to be installed by our Technician, M&T Cleaning Solutions will select a color as close to the existing color as possible.

### Stone Stain Removal

Some stains on stone or tile will remain unless you have specifically contracted for their removal or reduction. Stone stain removal CANNOT be guaranteed. Stone stain sources may be in behind the stone in which case the tile must be replaced to address the root cause. Stain removal preparations are customized based on the representatives understanding of the stain causes. Once the stain cause has been determined multiple applications may be required to remove or reduce the stain visibility. There is NO GUARANTEE that stains can be fully removed. If multiple applications are required, unless otherwise stated on contract, there will be an additional charge for further processes and will need to be scheduled on another day, unless Technician has materials and a signed approval on site.

### Photographs

M&T Cleaning Solutions may take before and after pictures of your project in order to communicate the project details to the service Technicians assigned to your project.

I have read, understand and agree to the terms and conditions mentioned above.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Today's Date

---

## Why is a Floor Care Program Necessary?

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- Following the recommended maintenance program improves the appearance and protects the floor by reducing wear and abrasion, which ultimately increases the service life of the flooring.
  - It also contributes to a safe and healthy environment by minimizing potential slip and fall hazards, improving indoor air quality and cleanliness in the building.
  - Walk-off mats, sweeping, mopping, polishing and buffing protect more than just the floor - they protect the building owner's investment as well.
- 

### STAGES OF THE FLOOR CARE MAINTENANCE LIFE CYCLE

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#### Initial

- Initial maintenance defines those procedures that are to be performed on newly installed flooring.
- The extent of initial maintenance will be dependent on the level of cleanliness in which the installed floor covering was left.

#### Daily/Regular

- As the name suggests, these are the procedures that are conducted on a frequent, daily or routine basis.
- They are generally less-aggressive procedures and consist primarily of dry soil and grit removal (vacuuming, dust mopping, sweeping) and damp or wet mopping.

#### Periodic

- Periodic maintenance generally consists of more aggressive procedures that go beyond dry soil removal and damp or wet mopping.
- They incorporate machine scrubbing, (with or without the application of floor finish), buffing, spray buffing, burnishing or some combination of these procedures.
- Periodic maintenance will address traffic-laning and the overall appearance and gloss of the floor.
- In high traffic areas, these periodic procedures may be part of the Daily/Regular stage.

#### Restorative

- Restorative maintenance is the most aggressive of all procedures.
- It typically involves stripping and refinishing of the floor and requires the largest investment of time, labor and money.
- It is performed when routine/periodic maintenance no longer provides the desired level of appearance.





December 16, 2019

**SouthTech Preparatory**  
1325 Gateway BLVD  
Boynton Beach, FL 33426  
Attention: Gustavo Guzman

**Re: Janitorial Services Bid – SouthTech Preparatory**

Dear Mr. Guzman,

Thank you for the opportunity to quote you on the janitorial service at South Tech Preparatory Academy. As per our review and your specifications, we hereby submit the following price for janitorial services.

- **Total Monthly price \$3,150.00 plus applicable tax. Monthly Price includes the following:**
  1. **Nightly Cleaning, 5xwk.**
  2. **Summer and Winter Break Strip and Wax of all VCT.**
  3. **All Chemicals/Machinery to be used to complete agreed upon scope of work.**

Customer will provide consumable supplies (i.e. toilet paper, hand towels, trash bags and hand soap). AK Building Services is responsible for providing all the cleaning supplies which include vacuum, bucket and mop and all other chemical supplies to properly clean the office.

**Other Considerations:**

- AK will only use a **HEPA filter** back pack vacuum throughout the facility to ensure all debris/dust is properly removed.
- AK will only use green health based microfiber cleaning techniques which includes microfiber mops and towels. We color code all of our mops and towels to ensure there is no cross contamination.

915 Middle River Drive Suite #317 Fort Lauderdale, FL 33304  
Phone (561) 471-8817 • Fax (561) 202-9852  
[www.akbuildingservices.com](http://www.akbuildingservices.com)



**SouthTech Preparatory**  
**Dec 16, 2019**  
**Page 2**

**Who We Are**

AK Building Services is a Palm Beach County family owned business. Not a Franchise. All of our cleaners are employees of AK Building Services and we do not sub-contract our labor. Further we conduct background checks on all our employees for criminal activity as well as verification of citizenship. All our cleaners are well supervised and we conduct spot checks to ensure the highest level of quality. It is our commitment to deliver superior service to our customers and to always exceed expectations.

AK was started by Mark Cedar. He purchased an existing cleaning company in 2006 with 20 years of experience in West Palm Beach. Mr. Cedar grew up in the cleaning business as his father spent over 35 years in the janitorial business in Miami, FL. Mr. Cedar graduated from Bentley College in Waltham, Massachusetts and received an MBA from Northeastern University.

AK is a drug free, fully licensed insured and bonded company. Our workers compensation policy is covered for \$1.0 million per accident. Our liability insurance policy includes \$2.0 million general aggregate and \$1.0 million per occurrence. Each of our employees are bonded up to \$25,000 per employee.

All of AK's products and equipment that we purchase adhere to the Green cleaning standards. We use HEPA filter vacuums and Spartan and BETCO manufactured commercial chemicals.

We currently employ approximately 90 employees, service over 100 accounts and have a dedicated quality control team with a focus on inspections.

Some of current customers include Shapiro Pertnoy, Nova University, Ocwen Financial Corp, General Electric healthcare headquarters (Jupiter, FL), Crossmatch Technology (PB Gardens), Chromalloy Turbine (PB Gardens), Medical Specialist of Palm Beaches (14 offices), FAU MBA and Executive School, Brenner Property Management, Max Planck and US Army West Palm Beach.

We are active members of the Better Business Bureau of West Palm Beach (BBB), Chamber of Commerce of West Palm Beach and Boca Raton, Business Development Board of West Palm Beach and BOMA of South Florida.

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**SouthTech Preparatory**  
**Dec 16, 2019**  
**Page 3**

### **Insurance**

We are fully licensed insured and bonded company. Our workers compensation policy is covered for \$1.0 million per accident. Our liability insurance policy includes \$2.0 million general aggregate and \$1.0 million per occurrence. Further, our company is bonded up to \$25,000 per employee and for each incident.

### **Hours**

AK Building Services personnel will report for work on the designated cleaning days at close of normal business hours (with the exception of your legal holidays). At the termination of their duties they will extinguish designated lighting and secure the premises

### **General Cleaning Specifications**

#### **Classrooms**

- Swept and Mopped Every School Day
- Trash will be removed, and trash cans will be refilled with bags Every School Day
- Windows cleaned only on inside Every School Day
- Air vents will be dusted Twice A Week
- Window frames dusted Twice A Week
- All frames, closets/storage top surfaces such as door frames, clock frames, dusted twice a week
- Office desks will be wiped down/dusted twice a week. We will not touch any computers, copiers or cables as agreed.

#### **Administrative Offices**

- Swept and Mopped Every SCHOOL DAY.
- Trash will be removed, and trash cans will be refilled with bags Every School Day
- Windows cleaned only on the inside Every School Day
- Air vents will be dusted Twice A Week
- Window frames dusted Twice A Week
- All frames, closets/ storage top surfaces such as door frames, clock frames, dusted Twice A Week
- Office desks will be wiped down/dusted. As discussed, we will not touch any computers, copiers or cables Twice A Week



SouthTech Preparatory  
Dec 16, 2019  
Page 4

#### Restrooms (10)

- Swept and Mopped including the areas behind the toilette Every School Day.
- Trash Will be removed and bags will be refilled (Including sanitary napkin bins) Every School Day
- Toilette bowls/seats, entire surface and urinals cleaned and sanitized thoroughly Every School Day
- All surfaces will be wiped and disinfected Every School Day
- All mirrors will be cleaned Every School Day
- All sinks will be wiped and cleaned Every School Day.
- Partitions will be cleaned and sanitized Every School Day
- Walls and baseboards wiped down with disinfectant Every School Day

#### Hallways

- All trash cans will be emptied Every School Day
- All floors swept/mopped daily, including the areas around the water fountains Every School Day
- Inspect and clean the front entrances as needed Every Day
- Elevator will be cleaned daily, inside and out Every Day
- Stairs will be swept and mopped Every School Day
- Water fountains will be cleaned and sanitized Every School Day
- Top of lockers dusted Once a Week
- Damp wipe and sanitize all doors surfaces giving special attention to door handles/knobs Every Day
- Sweep and mop the main staircase Every day.

#### Cafeteria/ Lunchrooms/Teachers' Lounge:

- Sweep and mop Every Day.
- Trash will be taken out Every Day.
- Glass doors or windows cleaned on the inside Every Day
- Ak Building Services – Will Not Touch any warmers such as ovens, microwaves, fridges on cooking areas in cafeteria.
- Clean and disinfect exterior of refrigerator and exterior of microwaves in teachers lounge

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SouthTech Preparatory  
Dec 16, 2019  
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**Start Up Process:**

AK Building Services – will start with a deep cleaning a week or so before the beginning of the new school year, this way your premises are ready for a clean start. The deep cleaning will consist of the following

- The entire premises will be completely dusted, this includes all frames counter tops, locker tops etc.
- Water Fountains Polished/disinfected.
- Windows blinds will be cleaned.
- AC Vents cleaned.
- All windows will be cleaned on the inside.
- All Mirrors cleaned
- Restrooms completely cleaned
- All desks wiped and dusted





**SouthTech Preparatory**  
**Dec 16, 2019**  
**Page 6**

## **References**

### **NuCo**

Location – Stuart, Florida  
Contact – Mike Lyons Facility Manager 772-221-1754 X-3323  
Size – 35,000 square feet

### **Chromalloy Gas and Turbine**

Location – Palm Beach Gardens  
Contact – Mike Anker – 561-310-4631  
Size – 30,000 Square feet

### **LRP Publications**

Location – Palm Beach Gardens  
Kris Philips – 561-622-6520 X-8226  
Size – 60,000 Square feet



SouthTech Preparatory  
Dec 16, 2019  
Page 7

### Janitorial Service Agreement

This agreement is made on \_\_\_\_\_, between SouthTech Preparatory, hereinafter called OWNER/OPERATOR, and AK Building Services Inc. located at 6600 Georgia Avenue #9 West Palm Beach, FL 33405, hereinafter called CONTRACTOR.

1. CONTRACTOR will perform for OWNER, in a good and workmanlike manner, and subject to the provisions on the premises located at **1325 Gateway Blvd, Boynton Beach FL 33426** To carry out the provisions of this section, CONTRACTOR'S supervisory personnel will regularly inspect the premises and the work done by the CONTRACTOR'S employees and will exercise authority over all such employees.
2. CONTRACTOR will furnish all labor, equipment, materials and subcontractor personnel necessary to the performance of its duties. OWNER shall provide suitable storage facilities for equipment and materials provided by the CONTRACTOR with proper locks to protect CONTRACTOR'S property, but, should such equipment or materials be lost, damaged, or destroyed, due to OWNER'S employees or agents having access to and use of CONTRACTOR'S equipment and materials, OWNER will reimburse CONTRACTOR for the replacement thereof with equipment and materials of equal value and for costs and expenses incurred to such replacement.
3. CONTRACTOR representatives and their employees working shall be background-checked and cleared according to all State and Local requirements for working in medical facilities. Further, CONTRACTOR can sign a HIPAA agreement. CONTRACTOR shall provide OWNER with an updated list of all cleared employees via email when any personnel changes are made. CONTRACTOR shall provide and their representatives and employees shall wear at all times while on the building premises a photo identification badge with the CONTRACTOR name and employee's name and photograph, for verification purposes by medical staff.

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**SouthTech Preparatory**  
**Dec 16, 2019**  
**Page 8**

**Janitorial  
Service Agreement (Cont'd)**

4. CONTRACTOR will perform its duties Monday through Friday except for holiday's observed by the OWNER. In any event, CONTRACTOR will perform its duties in such manner as to avoid inconvenience to the users of the premises and interference with the OWNER'S operations. CONTRACTOR observes and is not obligated to provide service on the legal United States holidays (unless instructed otherwise): New Year's Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, and Christmas Day.
5. CONTRACTOR will secure all permits required to perform its duties and will comply with all applicable workmen's compensation, employer's liability, and other Federal, State, County, and Municipal laws, ordinances, rules, and regulations. CONTRACTOR will also ensure, and subcontractor will also comply with all legal, safety, and insurance regulations.
6. CONTRACTOR will indemnify OWNER against all liability, demands, claims, suits, losses, damages, causes of action, fines or judgment including: costs, attorney fees, witness fees and expenses incidental thereto for injuries (including death) to person or property arising out of in connection with CONTRACTOR'S performance of its duties hereunder, unless caused by negligence or willful misconduct of the OWNER. OWNER will give CONTRACTOR prompt written notice if OWNER is aware of the occurrence of any such demand, claim, or suit against it, and CONTRACTOR shall have the right to compromise or defend the same to the extent of its own interest.
7. During the terms of this Agreement, CONTRACTOR will carry and maintain in full force liability and workmen's compensatory insurances presented in this agreement.
8. The term of this Agreement shall commence on \_\_\_\_\_, and shall remain in effect thereafter for one (1) calendar year, subject to termination by either party giving thirty (30) calendar days written notice sent via US Mail to the other party of its desire to terminate this Agreement.



SouthTech Preparatory  
Dec 16, 2019  
Page 9

**Janitorial  
Service Agreement (Cont'd)**

9. During the term of this contract, and for one (1) full year thereafter, the OWNER agrees that they will neither employ nor contract with any personnel who are or were employees, laborers or subcontractors of this CONTRACTOR during the term of this contract.

10. The services covered by this Agreement shall be provided at the following rates; any applicable sales tax, imposed by the state, city, county, and/or municipality is not included in the rate, and shall be added accordingly:

**Regular Services (as explained in Exhibit A):**

- **Total Monthly price \$3,150.00 plus applicable tax. Monthly Price includes the following:**
  - **Nightly Cleaning, 5xwk.**
  - **Summer and Winter Break Strip and Wax of all VCT.**
  - **All Chemicals/Machinery to be used to complete agreed on scope of work.**

Unit Pricing for Additional Services per this Agreement:

**Extraction Carpet Cleaning** – \$20 cents per square foot.

**Hard Surface Floor Care** (VCT: Strip and 5 coats of wax) – \$40 cents per square foot (minimum \$100.00 per job) **Handyman Services** – \$25.00 per hour **Window Cleaning** – \$8.00 per window; **Power washing** – \$10.00 cents per square foot; **Emergency Clean-up** – \$30.00 per hour

11. OWNER agrees to pay CONTRACTOR according to monthly invoices approved by the Building Manager. Terms of payment will be Net 30 after receipt of the invoice.



SouthTech Preparatory  
Dec 16, 2019  
Page 10

**Janitorial  
Service Agreement (Cont'd)**

12. Contractor shall provide a loose leaf "action logbook" where the office manager and the lead custodian must make **DAILY** entries to communicate any special cleanliness concerns, and, also, if none exist that day. The logbook shall be kept at the front reception desk, where it can be examined by OWNER or CONTRACTOR personnel at any time. A sample logbook page is included in this Agreement.

13. The OWNER understands that CONTRACTOR pricing is based on square footage. OWNER is responsible to notify the CONTRACTOR in writing if there are any changes in area or type of service for those areas; the CONTRACTOR will adjust the amount of the invoicing accordingly.

13. CONTRACTOR agrees to give thirty (30) days written notice to OWNER if minimum wage increases, state, or municipal taxes are levied affecting labor costs; in such event, the amounts necessary to compensate CONTRACTOR for such cost increases for operations which are predicated on labor, supplies, and/or employee benefits shall be passed along to the OWNER. Such increase shall be computed by the CONTRACTOR and shall be paid by the OWNER to the CONTRACTOR.

IN WITNESS WHEREOF, the parties execute this Agreement in duplicate as of the date first written above.

AK Building Services

South Tech Preparatory

By:

By: \_\_\_\_\_

Print: Mark Cedar \_\_\_\_\_

Print: \_\_\_\_\_

Title: President \_\_\_\_\_

Title: \_\_\_\_\_



# GO CLEAN Inc.

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## Cleaning Systems

**January 05/2020**

### **Maintenance Agreement**

This maintenance agreement is between **GO CLEAN Inc.** 1883 Seville St. Margate, FL. 33063. PH. 954-7560713 and **South Tech Preparatory Academy** located at 1325 Gateway BLVD, Boynton Beach FL 33426 PH (561)318-8087 Effective January 5 this is for the 2020-2021 school year totaling 190 school days:

#### **PERFORMANCE OF SERVICES**

1. Performance of the services scheduled shall begin the 8<sup>st</sup> day of January 2020
2. The term of this agreement shall be for (1) year from the date services are scheduled to begin.
3. **GO CLEAN Inc.** will provide the services described below
4. Client warrants that the named areas are free of asbestos and other hazardous materials. Client hereby agrees to hold **GO CLEAN Inc.** owners harmless from any liability resulting from any **GO CLEAN Inc.** personnel's exposure to hazardous or harmful materials located in the named areas.

Please see below a breakdown of the services we will provide along with their corresponding prices.

Enclosed in our completed proposal for a professionally operated cleaning program, including cleaning schedules and prices.

The total monthly charge represents your only cost, and it is inclusive of:

- All Labor
- All supervision
- All material and Chemicals for cleaning
- All equipment for cleaning
- All payroll, Payroll taxes, insurance etc.

Each **GO CLEAN Inc.** representative is full covered by an insurance program that protects you and your business in several ways. This comprehensive program provides complete coverage, including general liability, destruction, dishonesty, disappearance crime and lost key insurance.

South Tech Preparatory Academy located at 1325 Gateway BLVD, Boynton Beach FL 33426 PH (561)318-8087. Will be charged \$140.00 a day based upon active school days (190). Payment will be collected at the end of each month. This is a yearly contract which begins on December 1, 2017. The daily cleaning will be done every day after 4:30 pm from Monday to Friday unless otherwise told by the school in case of a special event etc.

**South Tech Preparatory** is responsible for and will supply:

Mops, will refill toilette papers and paper towel dispensers, extra bags will always be inside the trashcans so that we may refill them once the used bags are taken out. South Tech Prep will provide keys and alarm code.

**GO CLEAN Inc.** will provide:

All cleaning chemicals, such as window cleaner, floor cleaners, surface cleaners, bathroom cleaners, rags, gloves etc. All cleaning supplies will be kept in the utility room, we will carry around the carts filled with what is need to complete the daily tasks

Detail of nightly cleaning services consists of the following:

**All 23 classrooms will be:**

- Swept and Mopped EVERY SCHOOL DAY
- Trash will be removed and trash cans will be refilled with bags EVERY SCHOOL DAY
- Windows cleaned only on the inside EVERY SCHOOL DAY
- Air vents will be dusted TWICE A WEEK
- Window frames dusted TWICE A WEEK
- All frames, closet/storage top surfaces such as door frames, clock frames, dusted TWICE A WEEK
- Tables including teachers and office desks will be wiped down/dusted. As discussed; we will not touch any computers, copiers or cables.

**All 7 administrative offices will be:**

- Swept and Mopped EVERY SCHOOL DAY
- Trash will be removed and trash cans will be refilled with bags EVERY SCHOOL DAY
- Windows cleaned only on the inside EVERY SCHOOL DAY
- Air vents will be dusted TWICE A WEEK
- Window frames dusted TWICE A WEEK
- All frames, closet/storage top surfaces such as door frames, clock frames, dusted TWICE A WEEK
- Office desks will be wiped down/dusted. As discussed; we will not touch any computers, copiers or cables TWICE A WEEK

**All 10 restrooms (6 student and 4 teacher) will be:**

- Swept and mopped including the areas behind the toilette EVERY SCHOOL DAY.
- Trash will be removed and bags will be refilled (including sanitary napkin bins) EVERY SCHOOL DAY.
- Toilette bowls/seats, entire surface and urinals cleaned and sanitized thoroughly EVERY SCHOOL DAY.
- All surfaces will be wiped and disinfected EVERY SCHOOL DAY.
- All mirrors will be cleaned EVERY SCHOOL DAY.
- All sinks will be wiped and cleaned EVERY SCHOOL DAY.
- Partitions will be cleaned and sanitized EVERY SCHOOL DAY.
- Walls and baseboards wiped down with disinfectant EVERY SCHOOL DAY.

## Hallways

- All trash cans will be emptied EVERY SCHOOL DAY.
- All floors swept/mopped daily, including the areas around the water fountains EVERY SCHOOL DAY.
- Inspect and clean the front entrance as needed EVERY DAY.
- Elevator will be cleaned daily, inside and out EVERY DAY.
- Stairs will be swept and mopped EVERY SCHOOL DAY.
- Water fountains will be cleaned and sanitized EVERY SCHOOL DAY.
- Top of lockers dusted ONCE A WEEK.
- Damp wipe and sanitize all door surfaces giving special attention to door handles/knobs EVERY DAY.
- Sweep and mop the main staircase EVERY DAY.

## Cafeteria/Lunch rooms/Teachers' Lounge:

- Sweep and mop EVERY DAY.
- Trash will be taken out EVERY DAY.
- Glass doors or windows cleaned on the inside EVERY DAY.
- **GO CLEAN Inc.** will **NO TOUCH** any warmers such as ovens, microwaves, fridges on the cooking areas in the cafeteria.
- Clean and disinfect exterior of refrigerator and exterior of microwaves in teacher's lounge.

**GO CLEAN Inc.** will start with a deep cleaning a week or so before the beginning of the new school year, this way your premises are ready for a clean start. The deep cleaning will consist of the following:

- The entire premises will be completely dusted, this includes all frames counter tops, locker tops etc.
- Water fountains polished/disinfected.
- Windows blinds will be cleaned.
- AC vents cleaned.
- All windows will be cleaned on the inside.
- All mirrors cleaned.
- Restrooms completely cleaned.
- All desks wiped and dusted.

**Security and Insurance:**

Attached please see a copy of our insurance and license, also our employees are subject to a background check which is available upon request.

Representatives will work closely with management regarding the use of acceptable personnel.

Personnel will check to ensure that the building is property secure (all doors locked and building alarm is armed) before leaving the property.

**Supervision:**

We provide our employees uniform shirts, gloves and anything that may be needed for their own security and to complete their task in a safely. They are monitored and we follow up with them to make sure that all work is being done correctly.

Juan Carlos Sotelo

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Go Clean Inc.  
Juan C Sotelo  
President

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South Tech Preparatory Academy  
James Kidd  
Superintended



**Board Meeting  
January 16, 2020**

**Governing Board of Directors  
South Tech Preparatory Academy, Inc.**

**Agenda Item  
PC-5**

**Motion:**

I recommend that the Board approve the STPA SY20 Amended Budget as of January 16, 2020.

**Summary Information:**

The budget remains based on 531 students and was made to reflect expected salaries and expenses through June 30, 2020.

Attachment: SouthTech Preparatory Academy Amended SY20 Budget dated January 10, 2020

**Presented By:**

Kathryn McInerney, Business and Operations Director

**Financial Impact:**

The financial impact for this item is a profit increase of \$32,742 for SY20.

## **South Tech Preparatory Academy - SY20 Amended Budget Summary**

	SY20 Amended Budget Based on 531 Students at Sept 5, 2019	SY20 Amended Budget Based on 531 Students at Jan 10, 2020
<b>Revenues:</b>		
Total - General Operating (FEFP Payments)	4,017,001	4,011,468
Total - General Operating	31,945	89,344
Total - Federal Grants	301,726	309,152
Total - Internal Activity Revenues	100,000	125,000
<b>TOTAL OPERATING REVENUE</b>	<b>\$ 4,450,672</b>	<b>\$ 4,534,963</b>
Total 5100000 · Instruction	1,766,246	1,689,390
Total 5200000 · ESE Instruction	55,758	74,239
Total 5600000 · Classroom Costs	10,950	65,400
Total 6000000 · Instructional Support Services	195,602	231,984
Total 6400000 · Instructional/Staff Prof Dev	28,732	30,739
Total 6500000 · Instructional Tech	17,200	13,900
Total 7100000 · Board Expenses	27,148	27,720
Total 7200000 · General Administration	161,145	124,940
Total 7300000 · School Administration	400,526	426,073
Total 7500000 · Fiscal Services	78,263	86,038
Total 7700000 · Central Services	59,295	57,504
Total 7800000 · Transportation	303,000	303,000
Total 7900000 · Operation of Plant	828,798	830,828
Total 8100000 · Maintenance of Plant	51,482	55,582
Total 8200000 · Technology Services	61,793	72,725
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 4,045,938</b>	<b>\$ 4,090,061</b>
TOTAL 421-E Federal Grants	301,726	309,152
<b>TOTAL GRANT EXPENSES</b>	<b>301,726</b>	<b>309,152</b>
<b>TOTAL INTERNAL ACCOUNT EXPENSES</b>	<b>100,000</b>	<b>100,000</b>
<b>TOTAL EXPENSES</b>	<b>\$ 4,447,664</b>	<b>\$ 4,499,213</b>
<b>SY20 Amended Budget Profit/(Loss)</b>	<b>\$ 3,008</b>	<b>\$ 35,750</b>

**SOUTHTECH SUCCESS CENTER, INC.**  
**CONSENT AGENDA**  
**January 16, 2020**

**Old Business**

**None.**

**Administrative Items**

**SCA-1** I recommend that the Board approve the SouthTech Schools and SouthTech Success Center 2019-2020 calendar revisions.

**Personnel Items**

**SCB-1** 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 November 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 November 30, 2019 as required by the Sponsor.

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

**Emergency Items**

**None.**

**Board Meeting  
January 16, 2020**

**Governing Board of Directors  
SouthTech Success Center, Inc.**

**Agenda Item  
SCA-1**

**Motion:**

I recommend that the Board approve the SouthTech Schools and SouthTech Success Center 2019-2020 calendar revisions.

**Summary Information:**

There will be no school for students on Tuesday, March 17, 2020. The change was made to the School District of Palm Beach County calendar to accommodate the Presidential Preference Primary. March 17 will be a Duty/PDD day for teachers and staff. Students will return from Spring Break on Monday, March 30, rather than Tuesday, March 31.

Attachments: STS and STSC Calendar 2019-2020

**Presented By:**

James Notter, Board Chair

**Financial Impact:**

There is no financial impact for this item.

JULY 2019				
MON	TUE	WED	THU	FRI
1 School Closed	2 School Closed	3 School Closed	4 School Closed HOLIDAY	5 School Closed
8 School Closed	9 School Closed	10 School Closed	11 School Closed	12 School Closed
15	16	17	18	19 School Closed 4 Day Week
Floating Week for all 220 Employees Contract ONLY				
22 Begin 220 A, I, IS, NI 210-I 213-I	23	24 SAM	25 RECRUITMENT OPEN HOUSE	26 School Closed 4 Day Week
29 Begin 202-I	30	31		

OCTOBER 2019				
MON	TUE	WED	THU	FRI
	1	2	3	4
7	8	9 HOLIDAY ALL	10 Midterm Exams P1-P2 Students Early Dismissal DHM / SISC Board Meeting	11 Midterm Exams P3-P4 Students Early Dismissal
14 Make up Students Early Dismissal End Grading Period 2	15 Begin Grading Period 3	16	17	18 No Students Teacher Work Day FACM/LTM BTAP / SAM
21 Report Card Distribution	22	23	24	25
28	29 RECRUITMENT OPEN HOUSE	30	31	

JANUARY 2020				
MON	TUE	WED	THU	FRI
		1 HOLIDAY ALL	2 HOLIDAY ALL	3 HOLIDAY ALL
6 No Students Teacher Work Day FACM/LTM BTAP / SAM	7 Begin Grading Period 5 Begin 2nd Semester	8	9	10 Report Card Distribution
13	14	15	16 DHM / SISC Board Meeting	17
20 HOLIDAY ALL	21	22 FACM	23	24
27	28 PARENT NIGHT/ Parent Training	29	30	31

AUGUST 2019				
MON	TUE	WED	THU	FRI
			1 SAM Begin 191-IS	2 School Closed 4 Day Week
5 Pre-School Begin 196-I FACM/LTM BTAP	6 Pre-School New Student Orientation	7 Pre-School	8 Pre-School DHM Board Meeting	9 Pre-School BTAP
12 STUDENTS FIRST DAY Begin 1st Semester Begin Grading Period 1	13	14	15 ADULT ED RECRUITMENT OPEN HOUSE	16
19	20	21	22	23
26	27	28	29	30

NOVEMBER 2019				
MON	TUE	WED	THU	FRI
				1
4	5	6	7 SUMMIT	8
11 No Students Teacher Work Day FACM/LTM BTAP / SAM	12	13	14 End Grading Period 3 DHM / SISC Board Meeting	15 Begin Grading Period 4
18 FACM	19	20	21	22 Report Card Distribution
25 HOLIDAY ALL	26 HOLIDAY ALL	27 HOLIDAY ALL	28 HOLIDAY ALL	29 HOLIDAY ALL

FEBRUARY 2020				
MON	TUE	WED	THU	FRI
3	4	5	6	7
10	11	12 End Grading Period 5	13 Begin Grading Period 6 DHM/SISC Board Meeting	14
Tentative Regional SkillsUSA Competition				
17	18	19 FACM Report Card Distribution	20	21
24	25	26	27 RECRUITMENT OPEN HOUSE	28 No Students Teacher Work Day FACM/LTM/ BTAP/SAM

SEPTEMBER 2019				
MON	TUE	WED	THU	FRI
2 HOLIDAY ALL	3	4 PARENT NIGHT/ TITLE I	5	6
9	10 End Grading Period 1	11 Begin Grading Period 2	12	13
16	17 DHM/SISC Annual / Regular Governing Board Meeting	18 Report Card Distribution	19	20
23	24 College FAIR / Fall Training for Parents	25 FACM	26	27
30 HOLIDAY ALL				

DECEMBER 2019				
MON	TUE	WED	THU	FRI
2	3	4	5 Adult Ed RECRUITMENT OPEN HOUSE	6
9	10	11	12 Students Early Dismissal Staff Luncheon DHM/SISC Board Meeting	13
16	17	18 FACM Final Exams-Sem. 1 P1-P2 Students Early Dismissal	19 Final Exams-Sem. 1 P3-P4 Students Early Dismissal	20 End 1st Semester End Grading Students Early Dismissal Period 4 Makeup Day
23 HOLIDAY ALL	24 HOLIDAY ALL	25 HOLIDAY ALL	26 HOLIDAY ALL	27 HOLIDAY ALL
30 HOLIDAY ALL	31 HOLIDAY ALL			

MARCH 2020				
MON	TUE	WED	THU	FRI
2	3	4	5	6
9	10	11 ADULT ED RECRUITMENT OPEN HOUSE	12 SISC Board Meeting	13
16	17 No Students Teacher Work Day FACM/LTM/ BTAP/SAM	18 Midterm Exams P1-P2 Students Early Dismissal	19 Midterm Exams P3-P4 Students Early Dismissal FACM/ DHM	20 Exams Make-up Students Early Dismissal End Grading Period 6
23 HOLIDAY ALL	24 HOLIDAY ALL	25 HOLIDAY ALL	26 HOLIDAY ALL	27 HOLIDAY ALL
30 Begin Grading Period 7	31			



# School Calendar 2019-2020

APRIL 2020				
MON	TUE	WED	THU	FRI
		1 <b>FSA</b>	2 <b>FSA</b>	3 <b>FSA</b> Report Card Distribution
6 <b>FSA</b>	7 <b>FSA</b> <b>DHM / SISC</b> Board Meeting	8 <b>FSA</b>	9 <b>FSA</b>	10 <b>HOLIDAY</b> ALL
13 <b>FSA</b>	14 <b>FSA</b>	15 <b>FSA</b>	16 <b>FSA</b>	17 <b>FSA</b>
20 <b>FSA</b>	21 <b>FSA</b>	22 <b>FSA</b> FACM	23 <b>FSA</b> RECRUITMENT OPEN HOUSE	24 <b>FSA</b>
27 <b>FSA</b>	28 <b>FSA</b>	29	30 End Grading Period 7	
Tentative State SkillsUSA Competition				

# SOUTHTECH SUCCESS CENTER

MAY 2020				
MON	TUE	WED	THU	FRI
				1 <b>Begin Grading</b> Period 8
4	5	6	7 <b>Report Card</b> Distribution	8
11	12	13	14 <b>DHM / SISC</b> Board Meeting	15
18	19	20	21	22
25 <b>HOLIDAY</b> ALL	26	27 <b>DHM</b> Final Exams - Sem. 2 - P1-P2 Students Early Dismissal	28 <b>Final Exams -</b> Sem. 2 P3-P4 Students Early Dismissal	29 <b>Final Exams -</b> Sem. 2 - Make Up Students Early Dismissal STUDENTS LAST DAY End Grading Period 8

BOARD APPROVED 02.14.2019 - Rev. 01.09.2020

JUNE 2020				
MON	TUE	WED	THU	FRI
1 <b>EMD</b> Post School <b>BTAP / FACM</b> End 196-I 191-IS	2 <b>EMD</b> End 202-I	3 <b>EMD</b>	4 <b>EMD</b>	5 <b>EMD</b> End 210-I
8 <b>EMD</b>	9 <b>EMD</b>	10 <b>EMD</b> Report Cards Mailed After June 12, 2020 End 213-I	11	12 <b>School Closed</b> 4 Day Week
15	16 <b>Board Meeting</b>	17	18	19 <b>School Closed</b> 4 Day Week End 220-A, LIS, NI
22 <b>School Closed</b>	23 <b>School Closed</b>	24 <b>School Closed</b>	25 <b>School Closed</b>	26 <b>School Closed</b>
Tentative National SkillsUSA Competition				
29	30			

## Grade 9 School Hours 7:00 AM to 1:45 PM

HOLIDAYS				
Date	Holiday	A/NI	IS	I/A
July 04, 2019	Independence Day	X	X	X
Sep 02, 2019	Labor Day	X	X	PD
Sep 30, 2019	Fall Holiday	X	X	X
Oct 09, 2019	Fall Holiday	X	X	X
Nov 25-29, 2019	Thanksgiving Holidays	X	X	1 PD
Dec 23, 2019 - Jan 3, 2020	Winter Break	X	X	2 PD
Jan 20, 2020	M. L. King's Birthday	X	X	PD
Mar 23-27, 2020	Spring Break	X	X	X
Apr 10, 2020	Spring Holiday	X	X	X
May 25, 2020	Memorial Day	X	X	PD

Employee Contract Periods			
Employee Group	Begin Date	End Date	# of Days
<b>Administration (A)</b>	Jul 22, 2019	Jun 19, 2020	220 Days
<b>Non-Instructional (NI, IS)</b>	Jul 22, 2019	Jun 19, 2020	220 Days
<b>Instructional Support (IS)</b>	Aug 02, 2019	Jun 01, 2020	191 Days
<b>Instructional (I)</b> (6 PD Holidays)	Jul 22, 2019 Jul 22, 2019 Jul 22, 2019 Jul 29, 2019 Aug 05, 2019	Jun 19, 2020 Jun 10, 2020 Jun 05, 2020 Jun 02, 2020 Jun 01, 2020	220 Days 213 Days 210 Days 202 Days 196 Days

## Teacher Work Days - Pre/Post School

Oct 18, 2019	August 05 – 09, 2019 (STA / STSC Pre-School)
Nov 08, 2019	June 01, 2020 (Post School)
Jan 06, 2020	
Feb 28, 2020	
March 30, 2020	

## EMD - Emergency Make-Up Days

June 01, 2020	June 08, 2020
June 02, 2020	June 09, 2020
June 03, 2020	June 10, 2020
June 04, 2020	June 11, 2020
June 05, 2020	June 12, 2020

## Scheduled Meetings

<b>Board Meeting/Workshop</b> @ 7:00PM ~ with Administration and Public
<b>LTM</b> Learning Team Meeting with Instructional Staff
<b>BTAP</b> Beginning Teacher Assistance Program Meeting with Administration
<b>DHM</b> Department Head Meeting with Administration
<b>FACM</b> Faculty Meeting with Instr. Staff, Guidance and Administration
<b>SAM</b> System Administrators Meeting @ 8:00AM with Administration and Managers
<b>Recruitment Open House / Parent Night</b> @ 6:30PM with All Employees
<b>SISC</b> School Improvement Steering Committee @ 6:00PM with Administration and Public
NOTE: <b>Advisory Committee Meetings</b> of academy teachers and local business/industry volunteers occur 4 times a year and date is decided upon by the participants

## Student Attendance Days

Period	Begins	Ends	# of Days
<b>BQ1</b>	Aug 12, 2019	Sep 10, 2019	21
<b>BQ2</b>	Sept 11, 2019	Oct 14, 2019	22
<b>BQ3</b>	Oct 15, 2019	Nov 14, 2019	21
<b>BQ4</b>	Nov 15, 2019	Dec 20, 2019	21
<b>BQ5</b>	Jan 07, 2020	Feb 12, 2020	26
<b>BQ6</b>	Feb 13, 2020	Mar 20, 2020	25
<b>BQ7</b>	Mar 30, 2020	Apr 30, 2020	23
<b>BQ8</b>	May 01, 2020	May 29, 2020	20

## Report Card Distribution Dates

Grading Period	Distribution Dates
<b>BQ1</b>	Sep 18, 2019
<b>BQ2</b>	Oct 21, 2019
<b>BQ3</b>	Nov 22, 2019
<b>BQ4</b>	After EOC scores arrive
<b>BQ5</b>	Feb 19, 2020
<b>BQ6</b>	Apr 03, 2020
<b>BQ7</b>	May 07, 2020
<b>BQ8</b>	Mailed after Jun 10, 2020



Employees work 10 Hr Days M-Th and Friday school is closed

Floating Week for all 220 Employees Contract ONLY

**FSA** FLORIDA STANDARDS ASSESSMENTS (No off-campus Activities, W/O Prior Admin Approval)

JULY 2019				
MON	TUE	WED	THU	FRI
1 School Closed	2 School Closed	3 School Closed	4 School Closed HOLIDAY	5 School Closed
8 School Closed	9 School Closed	10 School Closed	11 School Closed	12 School Closed
15	16	17	18	19 School Closed 4 Day Week
Floating Week for all 220 Employees Contract ONLY				
22 Begin 220 A, I, IS, NI 210-I 213-I	23	24 SAM STP ~ RECRUITMENT OPEN HOUSE	25 STA/STSC~ RECRUITMENT OPEN HOUSE	26 School Closed 4 Day Week
29 Begin 202-I	30	31		

OCTOBER 2019				
MON	TUE	WED	THU	FRI
	1	2	3	4
7	8 SISC~ STP	9 HOLIDAY ALL	10 SISC~ STA/ STSC Board Meeting	11
14	15 STA/STCS ~ Fall Training for Parents	16	17	18 No Students Teacher Work Day SAM
21	22	23 STP~ Fall Training for Parents	24	25
28	29 STA/STCS~ RECRUITMENT OPEN HOUSE	30	31	

JANUARY 2020				
MON	TUE	WED	THU	FRI
		1 HOLIDAY ALL	2 HOLIDAY ALL	3 HOLIDAY ALL
6 No Students Teacher Work Day SAM	7 Begin 2nd Semester	8	9	10
13	14	15	16 SISC~ STA/STSC Board Meeting	17
20 HOLIDAY ALL	21	22 SISC~STP STP~ RECRUITMENT OPEN HOUSE	23	24
27	28 STA/STSC PARENT NIGHT/ Parent Training	29	30	31

AUGUST 2019				
MON	TUE	WED	THU	FRI
			1 SAM Begin 191-15 STP-Begin 197-I	2 School Closed 4 Day Week
5 Pre-School Begin 196-I	6 Pre-School New Student Orientation STA/STSC	7 Pre-School New Student Orientation STP	8 Pre-School Board Meeting	9 Pre-School
12 STUDENTS FIRST DAY Begin 1st Semester	13	14	15 ADULT ED RECRUITMENT OPEN HOUSE	16
19	20	21	22	23
26	27	28 STP ~ SISC/ MEET THE TEACHWR PARENT NIGHT/TITLE I	29	30

NOVEMBER 2019				
MON	TUE	WED	THU	FRI
				1
4	5	6 SISC~ STP	7 SUMMIT	8
11 No Students Teacher Work Day SAM	12	13	14 SISC~ STA/STSC Board Meeting	15
18	19	20	21	22
25 HOLIDAY ALL	26 HOLIDAY ALL	27 HOLIDAY ALL	28 HOLIDAY ALL	29 HOLIDAY ALL

FEBRUARY 2020				
MON	TUE	WED	THU	FRI
3	4	5	6	7
10	11	12	13 SISC~ STA/STSC Board Meeting	14
Tentative Regional SkillsUSA Competition				
17	18	19 STP~ PARENT NIGHT/ Parent Training	20	21
24	25	26	27 STA/STSC RECRUITMENT OPEN HOUSE	28 No Students Teacher Work Day

SEPTEMBER 2019				
MON	TUE	WED	THU	FRI
2 HOLIDAY ALL	3	4 STA/STSC ~ PARENT NIGHT/ TITLE I	5	6
9	10	11	12	13
16	17 SISC~ STA SISC ~ STCS Annual / Regular Governing Board Meeting	18	19	20
23	24 College FAIR	25 STP ~ RECRUITMENT OPEN HOUSE	26	27
30 HOLIDAY ALL				

DECEMBER 2019				
MON	TUE	WED	THU	FRI
2	3	4	5 Adult Ed RECRUITMENT OPEN HOUSE	6
9	10	11	12 SISC~ STA/STSC Board Meeting Early Dismissal	13
16	17	18	19	20 End 1st Semester
23 HOLIDAY ALL	24 HOLIDAY ALL	25 HOLIDAY ALL	26 HOLIDAY ALL	27 HOLIDAY ALL
30 HOLIDAY ALL	31 HOLIDAY ALL			

MARCH 2020				
MON	TUE	WED	THU	FRI
2	3	4	5	6
9	10	11 SISC ~ STP	12 SISC~ STA/STSC Board Meeting	13
16	17 No Students Teacher Work Day SAM	18	19 ADULT ED RECRUITMENT OPEN HOUSE	20
23 HOLIDAY ALL	24 HOLIDAY ALL	25 HOLIDAY ALL	26 HOLIDAY ALL	27 HOLIDAY ALL
30	31			

APRIL 2020				
MON	TUE	WED	THU	FRI
		1	2	3
6	7 SISC~ STA/STSC Board Meeting	8 SISC ~ STP	9	10 HOLIDAY ALL
13	14	15 STP ~ RECRUITMENT OPEN HOUSE	16	17
20	21	22	23 STA/STSC RECRUITMENT OPEN HOUSE	24
27	28	29	30	
Tentative State SkillsUSA Competition				

MAY 2020				
MON	TUE	WED	THU	FRI
				1
4	5	6	7	8
11	12	13	14 SISC~ STA/STSC Board Meeting	15
18	19	20	21	22
25 HOLIDAY ALL	26	27 STP ~ 8th Grade Graduation STA ~ Senior Graduation	28	29 End 2nd Semester STUDENTS LAST DAY

JUNE 2020				
MON	TUE	WED	THU	FRI
1 EMD Post School 191-1S 196-1	2 EMD End 202-I	3 EMD	4 EMD	5 EMD End 210-I
8 EMD	9 EMD	10 EMD End 213-I	11	12 School Closed 4 Day Week
15	16 Board Meeting	17	18	19 School Closed 4 Day Week End 220-A,I,IS, NI
22 School Closed	23 School Closed	24 School Closed	25 School Closed	26 School Closed
Tentative National SkillsUSA Competition				
29	30			

Grade 9-12 School Hours 7:00 AM to 1:45 PM

Grade 9 School Hours 7:00 AM to 1:45 PM

Grade 6-8 Grades School Hours 9:00 AM to 3:45 PM

## STA/STSC ~ Student Attendance Days

## STA/STSC ~ Report Card Distribution Dates

## STP ~ Student Attendance Days

## STP ~ Report Card Distribution Dates

Period	Begins	Ends	# of Days
BQ1	Aug 12, 2019	Sep 10, 2019	21
BQ2	Sept 11, 2019	Oct 14, 2019	22
BQ3	Oct 15, 2019	Nov 14, 2019	21
BQ4	Nov 15, 2019	Dec 20, 2019	21
BQ5	Jan 07, 2020	Feb 12, 2020	26
BQ6	Feb 13, 2020	Mar 20, 2020	25
BQ7	Mar 30, 2020	Apr 30, 2020	23
BQ8	May 01, 2020	May 29, 2020	20

Grading Period	Distribution Dates
BQ1	Sep 18, 2019
BQ2	Oct 21, 2019
BQ3	Nov 22, 2019
BQ4	After EOC scores arrive
BQ5	Feb 19, 2020
BQ6	Apr 03, 2020
BQ7	May 07, 2020
BQ8	Mailed after Jun 10, 2020

Period	Begins	Ends	# of Days
Q1	Aug 12, 2019	Oct 17, 2019	46
Q2	Oct 21, 2019	Dec 20, 2019	39
Q3	Jan 07, 2020	Mar 16, 2020	48
Q4	Mar 18, 2020	May 29, 2020	46

Grading Period	Distribution Dates
Q1	October 29, 2019
Q2	Jan 16, 2020
Q3	April 08, 2020
Q4	Mailed after Jun 10, 2020

## Scheduled Meetings

Board Meeting/Workshop @ 7:00PM ~ with Administration and Public
LTM Learning Team Meeting with Instructional Staff
BTAP Beginning Teacher Assistance Program Meeting with Administration
DHM Department Head Meeting with Administration
FACM Faculty Meeting with Instr. Staff, Guidance and Administration
SAM System Administrators Meeting @ 8:00AM with Administration and Managers
Recruitment Open House / Parent Night @ 6:30PM with All Employees
SISC School Improvement Steering Committee @ 6:00PM with Administration and Public
PEP Personal Educational Plan with administration and admissions
NOTE: Advisory Committee Meetings of academy teachers and local business/industry volunteers occur 4 times a year and date is decided upon by the participants



Employees work 10 Hr Days M-Th and Friday school is closed



Floating Week for all 220 Employees Contract ONLY

## Employee Contract Periods

Employee Group	Begin Date	End Date	# of Days
Administration (A)	Jul 22, 2019	Jun 19, 2020	220 Days
Non-Instructional (NI, IS)	Jul 22, 2019	Jun 19, 2020	220 Days
Instructional Support (IS)	Aug 02, 2019	Jun 01, 2020	191 Days
Instructional (I) (6 PD Holidays)	Jul 22, 2019 Jul 22, 2019 Jul 22, 2019 Jul 29, 2019 Aug 05, 2019	Jun 19, 2020 Jun 10, 2020 Jun 05, 2020 Jun 02, 2020 Jun 01, 2020	220 Days 213 Days 210 Days 202 Days 196 Days

## HOLIDAYS

Date	Holiday	A/NI	IS	I/A
July 04, 2019	Independence Day	X	X	X
Sep 02, 2019	Labor Day	X	X	PD
Sep 30, 2019	Fall Holiday	X	X	X
Oct 09, 2019	Fall Holiday	X	X	X
Nov 25-29, 2019	Thanksgiving Holidays	X	X	1 PD
Dec 23, 2019 - Jan 3, 2020	Winter Break	X	X	2 PD
Jan 20, 2020	M. L. King's Birthday	X	X	PD
Mar 23-27, 2020	Spring Break	X	X	X
Apr 10, 2020	Spring Holiday	X	X	X
May 25, 2020	Memorial Day	X	X	PD

## Teacher Work Days - Pre/Post School

Oct 18, 2019	August 01-09, 2019 (STP Pre-School)
Nov 08, 2019	August 05-09, 2019 (STA / STSC Pre-School)
Jan 06, 2020	June 01, 2020 (Post School)
Feb 28, 2020	
March 30, 2020	

## EMD - Emergency Make-Up Days

June 01, 2020	June 08, 2020
June 02, 2020	June 09, 2020
June 03, 2020	June 10, 2020
June 04, 2020	June 11, 2020
June 05, 2020	June 12, 2020

**Board Meeting  
January 16, 2020**

**Governing Board of Directors  
SouthTech Success Center, Inc.**

**Agenda Item  
SCB-1**

**Motion:**

I recommend that the Board approve the Personnel Actions for the previous month

**Summary Information:**

This item covers Personnel actions for the previous month, including any resignations, terminations, and new hires.

Attachments: Personnel Actions List

**Presented By:**

James Notter, Board Chair

**Financial Impact:**

**SOUTH TECH SUCCESS CENTER ACADEMY  
PERSONNEL ACTIONS  
January 2020**

<b><u>Personnel Action</u></b>	<b><u>Employee Name</u></b>	<b><u>Position</u></b>	<b><u>Effective Date</u></b>
<b><u>New Hires/ Transfers</u></b>			
Transfer:			
	Ruth Galvan from STSC Secretary to STP Standards Lab Instructor 1/6/2020		
New Hire:			
	Lesley Armitage	Confidential Secretary	12/17/2019

**Resignations/Terminations**  
NONE

**Retirement/Leave of Absence**  
NONE



**Motion:**

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

**Summary Information:**

The Charter school is required to submit to the Sponsor district several financial documents on an ongoing basis. Monthly bank reconciliations are one such requirement.

The Charter school maintains several accounts in order to maximize the earnings potential of the funding provided while maintaining liquidity to meet day-to-day operations. Review of these accounts takes place on a daily basis by the Charter business staff. Monthly reconciliations are performed as good accounting practice and published here to fulfill Sponsor requirements.

Attachments: Reconciliation Spreadsheets and Bank Statements

**Presented By:**

James Notter, Board Chair

**Financial Impact:**

There is no financial impact related to this item.

1:27 PM

12/09/19

# SouthTech Success Center Reconciliation Summary

1111 · SouthTechSuccess Operating 8054, Period Ending 11/30/2019

	Nov 30, 19
Beginning Balance	74,783.43
Cleared Transactions	
Checks and Payments - 10 items	-55,707.92
Deposits and Credits - 4 items	46,547.79
Total Cleared Transactions	-9,160.13
Cleared Balance	65,623.30
Uncleared Transactions	
Checks and Payments - 3 items	-7,784.99
Total Uncleared Transactions	-7,784.99
Register Balance as of 11/30/2019	57,838.31
New Transactions	
Checks and Payments - 3 items	-9,105.78
Total New Transactions	-9,105.78
Ending Balance	48,732.53

1:27 PM

12/09/19

## SouthTech Success Center

## Reconciliation Detail

1111 · SouthTechSuccess Operating 8054, Period Ending 11/30/2019

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						74,783.43
<b>Cleared Transactions</b>						
<b>Checks and Payments - 10 items</b>						
Bill Pmt -Check	09/24/2019	1016	Diverde, Robert	X	-320.00	-320.00
Bill Pmt -Check	11/06/2019	1032	Florida School Book...	X	-3,829.92	-4,149.92
Bill Pmt -Check	11/06/2019	1033	Mac Express Cleani...	X	-1,248.00	-5,397.92
Bill Pmt -Check	11/06/2019	1034	Quill	X	-396.18	-5,794.10
Bill Pmt -Check	11/06/2019	1031	Building Hope Servi...	X	-100.00	-5,894.10
Bill Pmt -Check	11/13/2019	1035	A & S Transportation	X	-5,541.27	-11,435.37
Bill Pmt -Check	11/20/2019	1040	South Tech Academy	X	-40,000.00	-51,435.37
Bill Pmt -Check	11/20/2019	1037	Follett School Soluti...	X	-2,346.05	-53,781.42
Bill Pmt -Check	11/20/2019	1041	Speech Rehab Servi...	X	-1,921.50	-55,702.92
Check	11/30/2019			X	-5.00	-55,707.92
Total Checks and Payments					-55,707.92	-55,707.92
<b>Deposits and Credits - 4 items</b>						
Deposit	11/08/2019			X	46,540.19	46,540.19
Deposit	11/30/2019			X	7.60	46,547.79
Bill Pmt -Check	12/06/2019	1042	A & S Transportation	X	0.00	46,547.79
Bill Pmt -Check	12/06/2019	1045	A & S Transportation	X	0.00	46,547.79
Total Deposits and Credits					46,547.79	46,547.79
Total Cleared Transactions					-9,160.13	-9,160.13
Cleared Balance					-9,160.13	65,623.30
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 3 items</b>						
Bill Pmt -Check	11/20/2019	1036	A & S Transportation		-6,280.11	-6,280.11
Bill Pmt -Check	11/20/2019	1039	Publix Super Market...		-774.79	-7,054.90
Bill Pmt -Check	11/20/2019	1038	McGraw-Hill School ...		-730.09	-7,784.99
Total Checks and Payments					-7,784.99	-7,784.99
Total Uncleared Transactions					-7,784.99	-7,784.99
Register Balance as of 11/30/2019					-16,945.12	57,838.31
<b>New Transactions</b>						
<b>Checks and Payments - 3 items</b>						
Bill Pmt -Check	12/06/2019	1046	A & S Transportation		-7,757.78	-7,757.78
Bill Pmt -Check	12/06/2019	1044	Mac Express Cleani...		-1,248.00	-9,005.78
Bill Pmt -Check	12/06/2019	1043	Building Hope Servi...		-100.00	-9,105.78
Total Checks and Payments					-9,105.78	-9,105.78
Total New Transactions					-9,105.78	-9,105.78
<b>Ending Balance</b>					<b>-26,050.90</b>	<b>48,732.53</b>

P.O. Box 521599 Miami, FL 33152-1599

>002948 3631194 0001 008229 10Z  
SOUTHTECH SUCCESS CENTER INC  
OPERATING ACCOUNT  
1300 SW 30TH AVE  
BOYNTON BEACH FL 33426

**Statement Date: November 30, 2019**
**Account Number: \*\*\*\*\*8054**

### Customer Service Information


**Client Care:** 877-779-BANK (2265)

**Web Site:** www.bankunited.com

**Bank Address:** BankUnited  
P.O. Box 521599  
Miami, FL 33152-1599


### Customer Message Center

Introducing our new fraud text alert service! With BankUnited's fraud monitoring service, keeping your debit card safe is as easy as sending a text.

## COMMUNITY INT BUSINESS CKG Account \*\*\*\*\*8054

### Account Summary

Statement Balance as of 10/31/2019			\$74,783.43
Plus	1	Deposits and Other Credits	\$46,540.19
Less	9	Withdrawals, Checks, and Other Debits	\$55,702.92
Less		Service Charge	\$5.00
Plus		Interest Paid	\$7.60
Statement Balance as of 11/30/2019			\$65,623.30

### Interest Summary

Beginning Interest Rate	0.10%
Interest Paid this Statement Period	\$7.60
Interest Paid Year to Date	\$30.24

### Activity By Date

Date	Description	Withdrawals	Deposits	Balance
11/05/2019	CHECK #1016	\$320.00		\$74,463.43
11/08/2019	PalmBeachSchools DIRECT PAY SOUTHTECH SUCCESS CENT		\$46,540.19	\$121,003.62



Statement Date: November 30, 2019

Account Number: \*\*\*\*\*8054

**Activity By Date**

Date	Description	Withdrawals	Deposits	Balance
11/12/2019	CHECK #1033	\$1,248.00		\$119,755.62
11/14/2019	CHECK #1032	\$3,829.92		\$115,925.70
11/15/2019	CHECK #1031	\$100.00		\$115,825.70
11/19/2019	CHECK #1034	\$396.18		\$115,429.52
11/19/2019	CHECK #1035	\$5,541.27		\$109,888.25
11/22/2019	CHECK #1040	\$40,000.00		\$69,888.25
11/29/2019	CHECK #1037	\$2,346.05		\$67,542.20
11/29/2019	CHECK #1041	\$1,921.50		\$65,620.70
11/29/2019	Interest Paid		\$7.60	\$65,628.30
11/29/2019	Service Charge	\$5.00		\$65,623.30

**Check Transactions**

Check #	Date	Amount	Check #	Date	Amount	Check #	Date	Amount
1016	11/05	\$320.00	1033	11/12	\$1,248.00	1037*	11/29	\$2,346.05
1031*	11/15	\$100.00	1034	11/19	\$396.18	1040*	11/22	\$40,000.00
1032	11/14	\$3,829.92	1035	11/19	\$5,541.27	1041	11/29	\$1,921.50

Items denoted with an "\*" indicate processed checks out of sequence.

**Rates by Date**

Date	Rate
10/31	0.10%

**Balances by Date**

Date	Balance	Date	Balance	Date	Balance
10/31	\$74,783.43	11/12	\$119,755.62	11/19	\$109,888.25
11/05	\$74,463.43	11/14	\$115,925.70	11/22	\$69,888.25
11/08	\$121,003.62	11/15	\$115,825.70	11/29	\$65,623.30

**Other Balances**

Minimum Balance this Statement Period	\$65,623.30
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P.O. Box 521599 Miami, FL 33152-1599

Statement Date: November 30, 2019

Account Number: \*\*\*\*\*8054



At BankUnited, we want to make sure that using your debit card is always as safe and convenient as possible. That's why we're launching fraud text alerts as part of our ongoing fraud monitoring program. If we have your mobile phone number on file, you will be automatically enrolled in our fraud text alert service. To learn more about our new service, please call us at 1-877-779-2265.



Statement Date: November 30, 2019

Account Number: \*\*\*\*\*8054

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Have you entered the amount of each check in your checkbook register?

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Have you carried the correct balance forward when starting a new page in your checkbook register?

**IN CASE OF QUESTIONS OR ERRORS ABOUT YOUR STATEMENT:  
PLEASE CALL (TOLL FREE) 1-877-779-BANK (2265) OR WRITE US AT:**

BankUnited Operations / EFT Error  
7815 NW 148th ST, Miami Lakes, FL 33016

**For Consumer Customers Only**

Please contact us if you think your statement is wrong or if you need additional information about a transaction. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

1. Tell us your name and account number.
2. Describe the error or the transfer you are unsure about and explain as clearly as you can why you believe there is an error or why you need further information.
3. Tell us the dollar amount of the suspected error.

You may be required to put your request in writing. We will investigate your complaint and will correct any error promptly.

**For Electronic Funds Transfers**, if we take more than 10 business days to investigate and correct the error, (20 business days if you are a new customer for electronic funds transfers occurring during the first 30 days after the first deposit is made to your account), we will recredit your consumer account for the amount you think is in error (plus interest if your account earns interest), so that you will have the use of the money during the time it takes us to complete our investigation.

**For Substitute Checks**, if we take more than 10 business days to investigate and correct the error, we will recredit your consumer account for the amount of loss up to the lesser of \$2,500.00 (plus interest if your account earns interest) or the amount of the substitute check. If your account is new (30 days from the date your account was established), has been subject to repeated overdrafts, or we believe the claim is fraudulent, we may delay the availability of recredited funds until we determine the claim is valid or until the 45th day after the claim was submitted.

**Member  
FDIC**



SouthTech Success Center Inc.  
Operating Account  
1300 SW 30th Ave.  
Boynton Beach, FL 33426

BANKUNITED  
334 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33408  
88-8089970

1016

11/05/2019

PAY TO THE ORDER OF Robert D Verde \$320.00

Three Hundred Twenty and 00/100

Robert D Verde

MEMO

#001016# 1267090594# 9854868054#

#1016 11/05/2019 \$320.00

SouthTech Success Center Inc.  
Operating Account  
1300 SW 30th Ave.  
Boynton Beach, FL 33426

BANKUNITED  
334 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33408  
88-8089970

1031

11/15/2019

PAY TO THE ORDER OF Building Hope Services \$100.00

One Hundred and 00/100

Building Hope Services  
910 17th St NW, Ste 1100  
Washington, DC 20006

MEMO

#001031# 1267090594# 9854868054#

#1031 11/15/2019 \$100.00

SouthTech Success Center Inc.  
Operating Account  
1300 SW 30th Ave.  
Boynton Beach, FL 33426

BANKUNITED  
334 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33408  
88-8089970

1032

11/14/2019

PAY TO THE ORDER OF Florida School Book Depository \$3,829.92

Three Thousand Eight Hundred Twenty Nine and 92/100

Florida School Book Depository  
PO Box 6576  
Jacksonville, FL 32206

MEMO

#001032# 1267090594# 9854868054#

#1032 11/14/2019 \$3,829.92

SouthTech Success Center Inc.  
Operating Account  
1300 SW 30th Ave.  
Boynton Beach, FL 33426

BANKUNITED  
334 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33408  
88-8089970

1033

11/12/2019

PAY TO THE ORDER OF Mac Express Cleaning Services \$1,248.00

One Thousand Two Hundred Forty Eight and 00/100

Mac Express Cleaning Services  
618 SW 7th Avenue  
Dunwoody, GA 30444

MEMO

#001033# 1267090594# 9854868054#

#1033 11/12/2019 \$1,248.00

SouthTech Success Center Inc.  
Operating Account  
1300 SW 30th Ave.  
Boynton Beach, FL 33426

BANKUNITED  
334 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33408  
88-8089970

1034

11/19/2019

PAY TO THE ORDER OF QUB \$396.18

Three Hundred Ninety Six and 18/100

QUB  
PO Box 37800  
Philadelphia, PA 19101-0800

MEMO

#001034# 1267090594# 9854868054#

#1034 11/19/2019 \$396.18

SouthTech Success Center Inc.  
Operating Account  
1300 SW 30th Ave.  
Boynton Beach, FL 33426

BANKUNITED  
334 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33408  
88-8089970

1035

11/19/2019

PAY TO THE ORDER OF A S S Transportation \$5,541.27

Five Thousand Five Hundred Forty One and 27/100

A S S Transportation  
PO Box 541879  
Dallas, TX 75284-1879

MEMO

#001035# 1267090594# 9854868054#

#1035 11/19/2019 \$5,541.27

SouthTech Success Center Inc.  
Operating Account  
1300 SW 30th Ave.  
Boynton Beach, FL 33426

BANKUNITED  
334 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33408  
88-8089970

1037

11/29/2019

PAY TO THE ORDER OF Follett School Solutions, Inc. \$2,346.05

Two Thousand Three Hundred Forty Six and 05/100

Follett School Solutions, Inc.  
91826 Collection Center Drive  
Chicago, IL 60693-0918

MEMO

#001037# 1267090594# 9854868054#

#1037 11/29/2019 \$2,346.05

SouthTech Success Center Inc.  
Operating Account  
1300 SW 30th Ave.  
Boynton Beach, FL 33426

BANKUNITED  
334 N. CONGRESS AVENUE  
BOYNTON BEACH, FL 33408  
88-8089970

1040

11/22/2019

PAY TO THE ORDER OF South Tech Academy \$40,000.00

Forty Thousand and 00/100

South Tech Academy  
1300 SW 30th Avenue  
Boynton Beach, FL 33426

MEMO

#001040# 1267090594# 9854868054#

#1040 11/22/2019 \$40,000.00

<b>SouthTech Success Center Inc.</b> Operating Account 1300 SW 39th Ave Boynton Beach, FL 33426		<b>BANKUNITED</b> 12411 CONGRESS AVENUE BOYNTON BEACH, FL 33438 888-888-8888	<b>1041</b> 11/20/2019
PAY TO THE ORDER OF <u>Speech Rehab Services, Inc.</u>		\$ <u>1,921.50</u>	
One Thousand Nine Hundred Twenty One and 50/100			
Speech Rehab Services, Inc. 551 NW 77th Street, Suite 111 Boca Raton, FL 33437		PCD AFTER 10 DAYS <i>[Signature]</i>	
MICR: @001041 1267090594 985468054			

#1041 11/29/2019 \$1,921.50

00 1041 11/29/2019 \$1,921.50

00 1041 11/29/2019 \$1,921.50

00 1041 11/29/2019 \$1,921.50

00 1041 11/29/2019 \$1,921.50

00 1041 11/29/2019 \$1,921.50

00 1041 11/29/2019 \$1,921.50

1:25 PM

12/09/19

**SouthTech Success Center  
Reconciliation Summary**

**1112 · SouthTech Success Internal 8070, Period Ending 11/30/2019**

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	<u>Nov 30, 19</u>
<b>Beginning Balance</b>	<b>816.94</b>
<b>Cleared Transactions</b>	
<b>Checks and Payments - 1 item</b>	<b>-14.00</b>
<b>Deposits and Credits - 2 items</b>	<b>20.07</b>
	<hr/>
<b>Total Cleared Transactions</b>	<b>6.07</b>
	<hr/>
<b>Cleared Balance</b>	<b>823.01</b>
	<hr/>
<b>Register Balance as of 11/30/2019</b>	<b>823.01</b>
<b>Ending Balance</b>	<b>823.01</b>



1:25 PM

12/09/19

## SouthTech Success Center

## Reconciliation Detail

1112 · SouthTech Success Internal 8070, Period Ending 11/30/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						816.94
Cleared Transactions						
Checks and Payments - 1 item						
Check	11/30/2019			X	-14.00	-14.00
Total Checks and Payments					-14.00	-14.00
Deposits and Credits - 2 items						
Deposit	11/08/2019			X	20.00	20.00
Deposit	11/30/2019			X	0.07	20.07
Total Deposits and Credits					20.07	20.07
Total Cleared Transactions					6.07	6.07
Cleared Balance					6.07	823.01
Register Balance as of 11/30/2019					6.07	823.01
Ending Balance					6.07	823.01

P.O. Box 521599 Miami, FL 33152-1599

>019313 3628510 0001 008229 10Z  
 SOUTHTECH SUCCESS CENTER INC  
 INTERNAL FUND CHECKING  
 1300 SW 30TH AVE  
 BOYNTON BEACH FL 33426

**Statement Date: November 30, 2019**

Account Number: \*\*\*\*\*8070

**Customer Service Information**


Client Care: 877-779-BANK (2265)



Web Site: www.bankunited.com



Bank Address: BankUnited  
 P.O. Box 521599  
 Miami, FL 33152-1599


**Customer Message Center**

Introducing our new fraud text alert service! With BankUnited's fraud monitoring service, keeping your debit card safe is as easy as sending a text.

**COMMUNITY INT BUSINESS CKG Account \*\*\*\*\*8070**
**Account Summary**

Statement Balance as of 10/31/2019			\$816.94
Plus	1	Deposits and Other Credits	\$20.00
Less	0	Withdrawals, Checks, and Other Debits	\$0.00
Less		Service Charge	\$14.00
Plus		Interest Paid	\$0.07
Statement Balance as of 11/30/2019			\$823.01

**Interest Summary**

Beginning Interest Rate	0.10%
Interest Paid this Statement Period	\$0.07
Interest Paid Year to Date	\$0.19

**Activity By Date**

Date	Description	Withdrawals	Deposits	Balance
11/08/2019	Customer Deposit		\$20.00	\$836.94
11/29/2019	Interest Paid		\$0.07	\$837.01
11/29/2019	Service Charge	\$5.00		\$832.01
11/29/2019	MONTHLY MAINTENANCE FEE	\$9.00		\$823.01

Statement Date: November 30, 2019

Account Number: \*\*\*\*\*8070

**Rates By Date**

Date	Rate
10/31	0.10%

**Balances by Date**

Date	Balance	Date	Balance	Date	Balance
10/31	\$816.94	11/08	\$836.94	11/29	\$823.01

**Other Balances**

Minimum Balance this Statement Period

\$816.94



At BankUnited, we want to make sure that using your debit card is always as safe and convenient as possible. That's why we're launching fraud text alerts as part of our ongoing fraud monitoring program. If we have your mobile phone number on file, you will be automatically enrolled in our fraud text alert service. To learn more about our new service, please call us at 1-877-779-2265.





P.O. Box 521599 Miami, FL 33152-1599

Page 3 of 3

**Statement Date: November 30, 2019**

Account Number: \*\*\*\*\*8070

**If your account does not balance please check the following carefully:**

Have you entered the amount of each check in your checkbook register?

Are the amounts of your deposits and other additions entered in your checkbook register the same as those on this statement?

Have you checked all additions and subtractions in your checkbook register?

Have you carried the correct balance forward when starting a new page in your checkbook register?

**IN CASE OF QUESTIONS OR ERRORS ABOUT YOUR STATEMENT:  
PLEASE CALL (TOLL FREE) 1-877-779-BANK (2265) OR WRITE US AT:**

BankUnited Operations / EFT Error  
7815 NW 148th ST, Miami Lakes, FL 33016

**For Consumer Customers Only**

Please contact us if you think your statement is wrong or if you need additional information about a transaction. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

1. Tell us your name and account number.
2. Describe the error or the transfer you are unsure about and explain as clearly as you can why you believe there is an error or why you need further information.
3. Tell us the dollar amount of the suspected error.

You may be required to put your request in writing. We will investigate your complaint and will correct any error promptly.

**For Electronic Funds Transfers**, if we take more than 10 business days to investigate and correct the error, (20 business days if you are a new customer for electronic funds transfers occurring during the first 30 days after the first deposit is made to your account), we will recredit your consumer account for the amount you think is in error (plus interest if your account earns interest), so that you will have the use of the money during the time it takes us to complete our investigation.

**For Substitute Checks**, if we take more than 10 business days to investigate and correct the error, we will recredit your consumer account for the amount of loss up to the lesser of \$2,500.00 (plus interest if your account earns interest) or the amount of the substitute check. If your account is new (30 days from the date your account was established), has been subject to repeated overdrafts, or we believe the claim is fraudulent, we may delay the availability of recredited funds until we determine the claim is valid or until the 45th day after the claim was submitted.



**Member  
FDIC**

**BankUnited, N.A.**

Statement Date: November 30, 2019

Account Number: 0000000000000000



P.O. Box 821899 Miami, FL 33182-1899

If your account does not have an address, please advise us of the following details:

Have you entered the amount of your deposit in your checkbook register?

Are the amounts of your deposits reflected in the checkbook register as given by the bank?

Have you entered all additional deposits in your checkbook register?

Have you entered the correct balance forward in your checkbook register?

IN CASE OF QUESTIONS OR CONCERNS, PLEASE CALL (TOLL FREE) 1-877-333-3333 OR WRITE US AT:

BankUnited Operations, P.O. Box 821899  
Miami, FL 33182-1899



**BankUnited**

**We appreciate your business.**

For Electronic Funds Transfers, we will debit your account on the business day after the day you make the deposit. If you make a deposit on a business day, it will be credited to your account on the next business day. If you make a deposit on a weekend or holiday, it will be credited to your account on the next business day. The use of the money during the time it takes us to process your deposit is at your risk. We will not be responsible for any loss of interest or other charges that may result from the delay in crediting your account.

For deposits via Check, we will credit your account on the business day after the day you make the deposit. If you make a deposit on a business day, it will be credited to your account on the next business day. If you make a deposit on a weekend or holiday, it will be credited to your account on the next business day. The use of the money during the time it takes us to process your deposit is at your risk. We will not be responsible for any loss of interest or other charges that may result from the delay in crediting your account.





1:24 PM

12/09/19

**SouthTech Success Center  
Reconciliation Summary**

**1113 · SouthTech success MMA 8089, Period Ending 11/30/2019**

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	<u>Nov 30, 19</u>
Beginning Balance	972.13
Cleared Transactions	
Checks and Payments - 1 item	-14.00
Deposits and Credits - 1 item	0.08
	<u>-13.92</u>
Total Cleared Transactions	
Cleared Balance	<u><u>958.21</u></u>
Register Balance as of 11/30/2019	958.21
Ending Balance	958.21

1:24 PM

12/09/19

## SouthTech Success Center

## Reconciliation Detail

1113 · SouthTech success MMA 8089, Period Ending 11/30/2019

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						972.13
<b>Cleared Transactions</b>						
<b>Checks and Payments - 1 Item</b>						
Check	11/30/2019			X	-14.00	-14.00
<b>Total Checks and Payments</b>					-14.00	-14.00
<b>Deposits and Credits - 1 Item</b>						
Deposit	11/30/2019			X	0.08	0.08
<b>Total Deposits and Credits</b>					0.08	0.08
<b>Total Cleared Transactions</b>					-13.92	-13.92
<b>Cleared Balance</b>					-13.92	958.21
<b>Register Balance as of 11/30/2019</b>					-13.92	958.21
<b>Ending Balance</b>					-13.92	958.21



P.O. Box 521599 Miami, FL 33152-1599

>011452 3628510 0001 008229 10Z  
SOUTHTECH SUCCESS CENTER INC  
MONEY MARKET ACCOUNT  
1300 SW 30TH AVE  
BOYNTON BEACH FL 33426

**Statement Date: November 30, 2019**

Account Number: \*\*\*\*\*8089

**Customer Service Information**

Client Care: 877-779-BANK (2265)



Web Site: www.bankunited.com



Bank Address: BankUnited  
P.O. Box 521599  
Miami, FL 33152-1599

**Customer Message Center**

Introducing our new fraud text alert service! With BankUnited's fraud monitoring service, keeping your debit card safe is as easy as sending a text.

**COMMUNITY INT BUSINESS CKG Account \*\*\*\*\*8089****Account Summary**

Statement Balance as of 10/31/2019			\$972.13
Plus	0	Deposits and Other Credits	\$0.00
Less	0	Withdrawals, Checks, and Other Debits	\$0.00
Less		Service Charge	\$14.00
Plus		Interest Paid	\$0.08
Statement Balance as of 11/30/2019			\$958.21

**Interest Summary**

Beginning Interest Rate	0.10%
Interest Paid this Statement Period	\$0.08
Interest Paid Year to Date	\$0.21

**Activity By Date**

Date	Description	Withdrawals	Deposits	Balance
11/29/2019	Interest Paid		\$0.08	\$972.21
11/29/2019	Service Charge	\$5.00		\$967.21
11/29/2019	MONTHLY MAINTENANCE FEE	\$9.00		\$958.21

Statement Date: November 30, 2019

Account Number: \*\*\*\*\*8089

**Rates By Date**

Date	Rate
10/31	0.10%

**Balances by Date**

Date	Balance	Date	Balance
10/31	\$972.13	11/29	\$958.21

**Other Balances**

Minimum Balance this Statement Period	\$958.21
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P.O. Box 521599 Miami, FL 33152-1599

Page 3 of 3

**Statement Date: November 30, 2019**

Account Number: \*\*\*\*\*8089

**If your account does not balance please check the following carefully:**

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Are the amounts of your deposits and other additions entered in your checkbook register the same as those on this statement?

Have you checked all additions and subtractions in your checkbook register?

Have you carried the correct balance forward when starting a new page in your checkbook register?

**IN CASE OF QUESTIONS OR ERRORS ABOUT YOUR STATEMENT:  
PLEASE CALL (TOLL FREE) 1-877-779-BANK (2265) OR WRITE US AT:**

BankUnited Operations / EFT Error  
7815 NW 148th ST, Miami Lakes, FL 33016

**For Consumer Customers Only**

Please contact us if you think your statement is wrong or if you need additional information about a transaction. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

1. Tell us your name and account number.
2. Describe the error or the transfer you are unsure about and explain as clearly as you can why you believe there is an error or why you need further information.
3. Tell us the dollar amount of the suspected error.

You may be required to put your request in writing. We will investigate your complaint and will correct any error promptly.

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**For Substitute Checks**, if we take more than 10 business days to investigate and correct the error, we will recredit your consumer account for the amount of loss up to the lesser of \$2,500.00 (plus interest if your account earns interest) or the amount of the substitute check. If your account is new (30 days from the date your account was established), has been subject to repeated overdrafts, or we believe the claim is fraudulent, we may delay the availability of recredited funds until we determine the claim is valid or until the 45th day after the claim was submitted.



**Member  
FDIC**

**BankUnited, N.A.**



Statement Date: November 30, 2012  
Account Number: 1234567890



P.O. Box 52-119, Miami, FL 33156-0119

If your account does not balance, please review the following information:

1. Have you entered the correct account number and PIN?

2. Have you entered the correct amount of your deposit or withdrawal? Please refer to the receipt for the correct amount.

3. Have you entered the correct date of your deposit or withdrawal?

4. Have you entered the correct name of the payee or the checkbook register?

If you are still unsure about your statement, please call (TOLL FREE) 1-877-75-BANK (2262) or visit our website.

PLEASE CALL (TOLL FREE) 1-877-75-BANK (2262) OR VISIT OUR WEBSITE.

Thank you for your business. We appreciate your loyalty.

BankUnited, Member FDIC



**BankUnited**

**We appreciate your business.**

You may be required to pay a fee for certain services. We will notify you in advance of any such fee.

1. On Electronic Funds Transfer (EFT) transactions, we will charge a fee of \$25.00 per transaction. This fee is in addition to any other fees that may apply. We will notify you in advance of any such fee.

2. For Substantive Check, we will charge a fee of \$25.00 per transaction. This fee is in addition to any other fees that may apply. We will notify you in advance of any such fee.



**Motion:**

I recommend that the Board approve and ratify the Charter school monthly Disbursement Reports for the month ending November 30, 2019 as required by the Sponsor.

**Summary Information:**

The Charter school is required to provide several financial documents on an ongoing basis. Monthly records of disbursements are a requirement that must be provided to the Board.

The Charter school maintains several accounts in order to maximize the earnings potential of the funding. Each school account is listed separately along with a disbursement record of activity. Disbursements are made by warrant, wire transfer, account transfer and use of direct debit card. Processing of disbursements takes place on a daily basis by the Charter business staff. All disbursements are reviewed and approved by the Board Chair. All warrants have two signatories.

Attachments: Disbursement Report

**Presented By:**

James Notter, Board Chair

**Financial Impact:**

There is no financial impact related to this item.

12:41 PM  
12/10/19  
Accrual Basis

**SouthTech Success Center**  
**Monthly Disbursements**  
**As of November 30, 2019**

Date	Num	Name	Amount
<b>1111 · SouthTechSuccess Operating 8054</b>			
11/20/2019	1040	South Tech Academy	-40,000.00
11/20/2019	1036	A & S Transportation	-6,280.11
11/13/2019	1035	A & S Transportation	-5,541.27
11/06/2019	1032	Florida School Book Deposi...	-3,829.92
11/20/2019	1037	Follett School Solutions, Inc	-2,346.05
11/20/2019	1041	Speech Rehab Services, Inc	-1,921.50
11/06/2019	1033	Mac Express Cleaning Serv...	-1,248.00
11/20/2019	1039	Publix Super Markets, Inc	-774.79
11/20/2019	1038	McGraw-Hill School Educati...	-730.09
11/06/2019	1034	Quill	-396.18
11/06/2019	1031	Building Hope Services	-100.00
11/30/2019			-5.00
Total 1111 · SouthTechSuccess Operating 8054			-63,172.91
<b>1112 · SouthTech Success Internal 8070</b>			
11/30/2019			-14.00
Total 1112 · SouthTech Success Internal 8070			-14.00
<b>TOTAL</b>			<b>-63,186.91</b>

**Motion:**

I recommend that the Board approve and ratify the monthly financial statements for month ending November 30, 2019 required by the Sponsor.

**Summary Information:**

The State statutes and the Palm Beach County School District require charter schools to provide financial statements on a monthly basis in the format that School Districts are required to follow. This format is prescribed by the Governmental Accounting Standards Board (GASB).

The monthly statements include:

1. Statement of Revenues, Expenditures and Changes in Fund Balance Budget to Actual
2. The combined Statement of Revenues, Expenditures and Changes in Fund Balance
3. A Combined Balance Sheet – All Fund Types

Quarterly, a Statement of Net Assets is also required. This is provided in March, June, September and December.

Attachments: Monthly Financial Statements

**Presented By:**

James Notter, Board Chair

**Financial Impact:**

There is no financial impact for this item.

**Governmental Accounting Standards Board (GASB) Monthly Financial Form**  
**SouthTech Success Center with MSID Number 4121**  
**Palm Beach County, Florida**  
**For the Month Ended November 30, 2019 and For the Year Ending June 30, 2020**  
**November 30, 2019**

	<u>Accounts</u>	<u>General Fund</u>	<u>Special Revenue Fund</u>	<u>Debt Service</u>	<u>Capital Outlay</u>	<u>Total Governmental Funds</u>
<b>ASSETS</b>						
Cash and cash equivalents	1110	\$ 59,620	\$ -	\$ -	\$ -	\$ 59,620
Investments	1160					-
Grant receivables	1130	94,874				94,874
Other current assets	12XX	21,888				21,888
Deposits	1210					-
Due from other funds	1140					-
Other long-term assets	1400					-
Total Assets		<u>\$ 176,382</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 176,382</u>
<b>LIABILITIES AND FUND BALANCE</b>						
Liabilities						
Accounts payable	2120	\$ 16,128	\$ -	\$ -	\$ -	\$ 16,128
Salaries, benefits, and payroll taxes payable	2110, 2170, 2330	8,612				8,612
Deferred revenue	2410					-
Notes/bonds payable	2180, 2250, 2310, 2320					-
Lease payable	2315					-
Other liabilities	21XX, 22XX, 23XX	180,647				180,647
Total Liabilities		<u>205,387</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>205,387</u>
Fund Balance						
Nonspendable	2710	21,888				21,888
Restricted	2720					-
Committed	2730					-
Assigned	2740	-				-
Unassigned	2750	(50,893)				(50,893)
<b>Total Fund Balance</b>		<u>(29,005)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(29,005)</u>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>		<u>\$ 176,382</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 176,382</u>



**SouthTech Success Center with MSID Number (4121)**  
**Palm Beach County, Florida**  
**Statement of Revenue, Expenditures, and Changes in Fund Balance (Unaudited)**  
**For the Month Ended November 30, 2019 and For the Year Ending June 30, 2020**

FTE Projected		109			89% Percent of Projected					
FTE Actual		97								
			General Fund				Special Revenue			
	Account Number	Month/ Quarter Actual	YTD Actual	Annual Budget	% of YTD Actual to Annual Budget	Month/ Quarter Actual	YTD Actual	Annual Budget	% of YTD Actual to Annual Budget	
Revenues										
FEDERAL SOURCES										
Federal direct	3100	\$ -	\$ -	\$ -	%	\$ -	\$ -	-	%	
Federal through state and local	3200					68,371	87,089	70,403	124%	
STATE SOURCES										
FEFP	3310	38,019	201,324	661,848	30%					
Capital outlay	3397			-						
Class size reduction	3355	6,354	33,658	102,618	33%					
School recognition	3361									
Other state revenue	33XX	-	9,765	1,600	610%					
LOCAL SOURCES										
Interest	3430	8	31	100	31%					
Local capital improvement tax	3413									
Other local revenue	34XX	20	150	10,000	2%					
Total Revenues		44,401	244,928	776,166	32%	68,371	87,089	70,403	124%	
Expenditures										
Current Expenditures										
Instruction	5000	16,059	89,979	341,941	26%	5,487	71,380	41,447	172%	
Instructional support services	6000	2,498	9,657	8,964	108%	111	10,613	27,631	38%	
Board	7100	807	2,804	6,563	43%					
General administration	7200	2,219	19,835	66,328	30%	-	6,689			
School administration	7300	11,605	61,612	144,853	43%	646	11,985	-		
Facilities and acquisition	7400									
Fiscal services	7500	1,582	8,179	17,980	45%					
Food services	7600									
Central services	7700	870	10,291	20,463	50%					
Pupil transportation services	7800	5,541	25,120	75,000	33%					
Operation of plant	7900	4,048	30,706	73,210	42%					
Maintenance of plant	8100	-	-	800	0%					
Administrative technology services	8200	369	1,845	5,427	34%					
Community services	9100	14	327	10,000	3%					
Debt service	9200									
Total Expenditures		45,612	260,355	771,529	34%	6,244	100,667	69,078	146%	
Excess (Deficiency) of Revenues Over Expenditures		(1,211)	(15,427)	4,637	-333%	62,127	(13,578)	1,325	-1025%	
Other Financing Sources (Uses)										
Transfers in	3600	62,127	-	-		-	13,578			
Transfers out	9700	-	(13,578)			(62,127)	-			
Total Other Financing Sources (Uses)		62,127	(13,578)	-		(62,127)	13,578	-		
Net Change in Fund Balances		60,916	(29,005)	4,637		-	-	1,325	0%	
Fund balances, beginning		(89,921)	-	-						
Adjustments to beginning fund balance		-								
Fund Balances, Beginning as Restated		(89,921)	-	-		-	-	-		
Fund Balances, Ending		\$ (29,005)	\$ (29,005)	4,637	-626%	\$ -	\$ -	1,325	0%	

Debt Service				Capital Outlay				Total Governmental Funds			
Month/ Quarter			% of YTD	Month/ Quarter			% of YTD	Month/		% of YTD	
Actual	YTD Actual	Annual Budget	Actual to Annual Budget	Actual	YTD Actual	Annual Budget	Actual to Annual Budget	Quarter Actual	YTD Actual	Annual Budget	Actual to Annual Budget
\$ -	\$ -	\$ -	%	\$ -	\$ -	\$ -	%	-	-	-	%
								68,371	87,089	70,403	124%
								38,019	201,324	661,848	30%
				-	-	-	%	-	-	-	
								6,354	33,658	102,618	33%
								-	-	-	
								-	9,765	1,600	610%
								8	31	100	31%
							%	-	-	-	
								20	150	10,000	2%
-	-	-		-	-	-		112,772	332,017	846,569	39%
								21,546	161,359	383,388	42%
								2,609	20,270	36,595	55%
								807	2,804	6,563	43%
								2,219	26,524	66,328	40%
								12,251	73,597	144,853	51%
								-	-	-	
								1,582	8,179	17,980	45%
								-	-	-	
								870	10,291	20,463	50%
								5,541	25,120	75,000	33%
								4,048	30,706	73,210	42%
								-	-	800	0%
								369	1,845	5,427	34%
								14	327	10,000	3%
								-	-	-	
-	-	-		-	-	-		51,856	361,022	840,606	43%
-	-	-		-	-	-		60,916	(29,005)	5,963	-486%
								62,127	13,578	-	
								(62,127)	(13,578)	-	
-	-	-		-	-	-		-	-	-	
-	-	-		-	-	-		60,916	(29,005)	5,963	
								(89,921)	-	-	
								-	-	-	
								(89,921)	-	-	
\$ -	\$ -	\$ -	%	\$ -	\$ -	\$ -	%	\$ (29,005)	\$ (29,005)	\$ 5,963	-486%