

STA/STPA/SAC  
GOVERNING BOARD  
STSC FOUNDING BOARD  
MEMBER PACKET  
REGULAR MEETING  
APRIL 11, 2019

SouthTech Charter  
Academy, Inc.  
SouthTech Preparatory Academy, Inc.  
SouthTech Success Center, Inc.  
Founding Board

Jim Kidd, Superintendent  
John-Anthony Boggess – Deputy Superintendent  
Eileen Turenne, STA High School Principal  
Nicole Handy, STPA Middle School Principal  
Maynard Harvey, STSC Principal

**SOUTHTECH CHARTER ACADEMY, INC.**  
**SOUTHTECH PREPARATORY ACADEMY, INC.**  
**SOUTHTECH SUCCESS CENTER, INC.**  
**STA/STPA Governing Board/SAC/STSC Founding Board Meeting Agenda**  
**April 11, 2019**

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**1. Call to Order**

**2. Pledge of Allegiance**

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

Aram Bloom	Roger Dunson	Ayesha Edmond
Russell Feldman	Jonathan Flah	Dan Heller
Diane Heinz	Carl McKoy	James Notter
Suzanne Nicolini		

**4. Open Meeting Act Statement**

Chairperson asks if public notice has been made.

**5. Public Presentation: TBD**

**6. Approval of the Minutes for the STA/STPA Governing Board/SAC-STSC Founding Board Meeting on March 14, 2019.**

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

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

**8. Reports**

- a. Superintendent
- b. Deputy Superintendent/Principal – STA/STPA/Adult Ed
- c. Principal – SouthTech Academy
- d. Principal – SouthTech Preparatory Academy
- e. Principal – SouthTech Success Center
- f. Committees – None.

**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 – *Superintendent Jim Kidd:***

**Old Business**

**None.**

**Administrative Items**

- A-1** I recommend that the Board approve the donations for the period from March 14, 2019 to April 11, 2019.

**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 February 28, 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 February 28, 2019 as required by the Sponsor.

**C-3** I recommend that the Board approve and ratify the monthly financial statements for month ending February 28, 2019 as required by the Sponsor.

**C-4** I recommend that the board approve the Food Services Agreement for FY20 with the Sponsor and authorize the Superintendent to sign all related documents.

**Emergency Items**

**None.**

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

**12. Approval of 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 Superintendent***

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

**15. Introduction of Consent Agenda for SOUTHTECH PREPARATORY ACADEMY –  
*Superintendent Jim Kidd***

**Old Business**

**None.**

**Administrative Items**

**None.**

**Personnel Items**

**None.**

**Financial Items**

**PC-1** I recommend that the Board approve and ratify the monthly Charter school bank account reconciliation for month ending February 28, 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 February 28, 2019 as required by the Sponsor.

**PC-3** I recommend that the Board approve and ratify the monthly financial statements for month ending February 28, 2019 as required by the Sponsor.

**PC-4** I recommend that the board approve the Food Services Agreement for FY20 with the Sponsor and authorize the Superintendent to sign all related documents.

**Emergency Items**

**None.**

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

**17. Approval of 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 Superintendent***

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

**20. Introduction of Consent Agenda for SOUTHTECH SUCCESS CENTER FOUNDING BOARD – *Superintendent Jim Kidd:***

**Administrative Items**

**None.**

**Personnel**

**None.**

**Financial Items**

**SCC-1** I recommend that the board approve the Food Services Agreement for FY20 with the Sponsor and authorize the Superintendent to sign all related documents.

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

**22. Approval of 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 Superintendent***

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

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

**South Tech Academy:**

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

**Introduction of the SouthTech Academy SAC Consent Agenda – *Russ Feldman, Chairperson* –None.**

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

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

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

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



**29. South Tech Preparatory Academy:**

**School Improvement Steering Committee (SISC) Report** –*Ayesha Edmond, Chairperson; Diane Heinz, Alternate Chairperson*

**Introduction of the SouthTech Preparatory Academy SAC Consent Agenda** – *Ayesha Edmond, Chairperson* – N/A

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

**31. Approval of SAC Consent Agenda Except for Items Pulled: N/A**

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

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

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

**33. Board Comments**

**34. Motion to Adjourn**

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

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

Time \_\_\_\_\_

**SOUTHTECH CHARTER ACADEMY, INC.3**  
**SOUTHTECH PREPARATORY ACADEMY, INC.**  
**SOUTHTECH SUCCESS CENTER, INC. FOUNDING BOARD**  
**March 14, 2019 Minutes of the Governing Board/SAC/Founding Board Meeting**

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1. *Call to order by Mr. Heller at 7:15pm*

2. *Pledge of Allegiance*

3. *Roll Call by Barbara Fraga:*

Present: Aram Bloom, Dan Heller, Russ Feldman, Jonathan Flah, Diane Heinz, Suzanne Nicolini, Carl McKoy, James Notter, Roger Dunson

Absent: James Notter, Carl McKoy, 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 Regular Governing Board/STSC Founding Board Meeting February 14, 2019:*

**Motion by: Mr. Flah**

**Second by: Mrs. Nicolini**

**All in favor.**

**Motion carries.**

7. *Treasurer's/Financial Report:* Mr. Heller reported that the STA/STPA Finance Committee met prior to the Board meeting and they recommended approval for STA Items C-1 through C-3 and STPA Items PC-1 through PC-3.

8A. *Superintendent's Report:*

**STA-STPA-STSC Charters:** Mr. Kidd reported that he and Mr. Boggess had been in a number of meetings with the School Board members, the Superintendent, Chief Operating Officer and various others at the District to ask them to find funding for Odyssey than what they have committed to do. Mr. Kidd said he does not have enough positive response on that to make it happen yet. We have about a year to put pressure on them to get what we need. The meetings are congenial and everyone is behaving, but as far as getting anything done right now, it is extremely difficult. Mr. Kidd said he did not mind going on record by saying that fifteen years with SouthTech Academy, and sixteen if you count the year they converted, and there has always been opposition, but he has never seen the level of difficulty in getting things done that charter schools are experiencing right now. The charters for SouthTech Prep and SouthTech Success Center are slated to go to the School Board on March 27, and that could possibly be pushed ahead into April. Those charters, the renewal on Prep and the original charter on STSC were approved on April 4, 2018. By law, they were supposed to have had them negotiated within four to five months from the time they were Board approved. Mr. Kidd said they are trying to put the finishing touches on the Success Center and we still have SouthTech Academy to go. STA is still current, but Prep's charter has been expired since June 30, 2018, with extensions granted to the end of the year, so they have actually been operating without a charter since the first of the year. Mr. Boggess and Mr. Kidd met with Wanda Paul, COO and two School District attorneys, Joe De Pasquale and Shirley Knotts with reference to the portables at the back of the campus. They have insisted that we lease those portables and Mr. Kidd insisted that they not. He only saw the lease the day before, late in the afternoon. They want \$10/square foot, which equates to \$67,000 for the term of the school year. We started Prep at no cost, because they are on the STA campus and should be under the auspices of STA. They told Mr. Kidd that all seven portables are termite-ridden and need to be condemned and we cannot put kids in them. Mr. Kidd told them that two of them are concrete and steel, and are not termite-ridden, and we currently have kids in one of the other five. They then said we could exclude the lease of three of them. After much discussion, it was decided to meet here on site and have a look at the portables. Mr. Kidd and Mr. Boggess took a look at the portables and determined that with some minimal work are good to go. They said that we would have to maintain the portables in their "as-is condition", while paying them \$67,000 to lease them. Mr. Flah asked Mr. Kidd if the District owned all of the buildings, as we are a conversion charter school, and Mr. Kidd responded that it was true and that is why they would not lease the portables to us for SouthTech Success Center, the startup school. Mr. Feldman asked if the portables were on campus when we converted and the response was yes, and Mr. Kidd said that we even paid to have the two concrete portables moved here, and that we would be able to use them at no cost. Mr. Kidd is speaking to an attorney about this. We are supposed to open a school back there within four months and have the kids in seats, but have all this to work through. Mr. Kidd said he has not heard back from them as to when the meeting would

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be, as Wanda Paul would like to attend, so that is where we stand right now. He will keep the Board apprised. Mr. Flah asked Mr. Kidd to call him to see about getting someone to look at the portables to see what repairs are needed. Mr. Kidd asked Ms. Heinz to put out some feelers to see if there is anything that is leasable and close enough that we could bus kids back and forth.

**Odyssey Remodel:** There has not been anything new on the Odyssey remodel and they are still pretty well where they were on that and Mr. Kidd has backed off to let them run with it, because he does not want to hold it up. We do have some feelers out and could possibly get some support on some of the things we need to open up. Staff is also working on getting an estimate for the cost on some decent furnishing.

**Mr. Notter and Mr. Bloom** met with Dr. Fennoy and Wanda Paul last week and said that the meeting was congenial. Mr. Kidd said that he appreciates them doing that.

**Referendum Litigation:** Mr. Kidd said that G-Star weighed in on a separate suit against the School District and the litigation in general is progressing. There is a lot of hope that the Legislature is going to resolve the issue before it goes to trial. There is a possibility that they will move pretty quick on it. Mr. Kidd said he sent everyone the news on the responsibility for placing the School Safety Officers, and it turns out that the Districts do have to do that, but it did not mention who would pay for it. Mr. Kidd spoke to Bob Haag from the Consortium, telling him that although they have the responsibility to assign them, it does not say who pays for it. The School District Board voted unanimously to repeal it last night. Frank Barbieri was on the 5 o'clock News this morning talking about how foolish it was and about how they were going to appeal it. Mr. Feldman asked Mr. Kidd we should we not be sending a letter requesting the office and payment for that service, for what we have done to this point at least. The Board should probably get some advice from our attorney. Other schools are sending them a letter requesting service and payment, and Renaissance sued them for payment. Mr. Kidd said that might be applicable for Prep, but for STA, the contract for School Police is part of the charter. We did receive early in the year about 50% of the compensation amount for the office. Kathy McInerney said that we receive an allocation from Safe Schools each month. It is about half the cost for STA and one-third the cost for Prep. We could do the letter, but right now we should just let it develop a bit, but if the Board wants him to do the letter, he will do it. Mr. Feldman mentioned that Miami is going to share the referendum money with the charters.

8B. *Deputy Superintendent's Report:* This is the time when every educator in Palm Beach County and the State of Florida is looking forward to next week, which is Spring Break. You have final exams taking place at STA and a variety of fun things taking place at STPA, and if you noticed on the way in, things are taking place with Adult Ed. Everyone feels that we are almost there, because when we get back from Spring Break, it is a downhill, slippery slope all the way to the finish line. In January, you heard from our Systems Staff and in February, you heard from Mr. Boggess and Mr. Kidd, so tonight the Board will hear from the school-based principals.

8C. *High School Principal:* **Eileen Turenne**

- **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.

- Pathfinder Nominees interviewed at Palm Beach Atlantic University on March 6<sup>th</sup>.
- Victory Party for top-scoring students on Winter EOC's on March 8<sup>th</sup>.
- Spring Break Challenge (on the website)
- 2019 College Tour—Informational Meeting: April 9

- **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.

- Business Management Advisory Board
  - The Milagro Center
  - Keiser University
  - City of Delray Beach

**SOUTHTECH CHARTER ACADEMY, INC.**

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- **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.

- STEM Lab
- PLC Adult Learning→ Student Achievement
- SMART Board Usage
- Laptop carts are up & running

- **Government Relations:**

SouthTech Schools will increase its involvement in the community, strengthening and expanding community, business and industry partnership, and increasing alumni engagement.

- Parent Training Event in Partnership with the Caridad Center
  - Healthcare Resources
  - SIS Gateway Training
  - Meet the Teacher & Explore Healthcare Resources
- City of Delray Beach Campus Tour

**8D. Middle School Principal: Nicole Handy**

- **Program Expansion:**

SEL Grant written for flexible learning environment in the STEM classroom

- **Government Relations:**

Letter writing campaign to our Senator and Representatives for equitable funding for charter schools

- **Continuous School Improvement:**

- Peer to Peer observations of best practices in the classrooms
- Annual District Audit went well - positive feedback from district staff
- Stay interviews being conducted by Hardy and Handy
- Heiken Eye Bus came to provide free eye exams and glasses for identified students in need

- **Facilities and Growth:**

- Over 150 6th grade applications processed for next school year. Projected to have 180 per grade level.
- Congrats to Loncie Elie, who was a graduate of our 2nd class at Prep for being Valedictorian of the class of 2019!

**8E. SouthTech Success Center Principal: Maynard Harvey**

- Heavy emphasis on recruitment at this time.
- Student recruitment at approximately 70-75 with planned visits to four additional middle schools.
- Developing teacher staffing recruitment plans to identify five teachers for opening of STSC 2019-2020.
- Actively involved in architectural planning of Transportation facility at new facility on Woolbright. Serving as communicate between architect/teaching staff/administration staff.

**8F. SouthTech Adult Education Director: Eric Messmer**

- Adult Cosmetology had a Hair, Nails, and Skin Care competition last night
- We were proud of the turnout for the event and the growth within our Cosmetology program and noting our talented team of Patrice Marsh (Adult Cosmetology program coordinator), Mary Carstarphen (instructor), Renee Maqsudi (skin care program), and Andrea Barath (nail tech program)
- We have more than 300 people participating in our evening programs
- We recently distributed certificates to 9 students who have completed our Advanced Automobile Electrical System program--special note to Mr. Jean Gibbs (the instructor)
- Mr. Messmer is grateful for the opportunity that the Board, Mr. Kidd, and Mr. Boggess have provided for him to contribute to SouthTech Schools. Additionally, thankful for SouthTech team both day and night (particular main office staff) that allow the evening programs the chance to be successful. Incredible amount of talent displayed regularly by this system of schools.
- We approach the adult programs with a "growth mindset".

**SOUTHTECH CHARTER ACADEMY, INC.**  
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Mr. Boggess continued by saying that there are three questions that he would like the Board to be very aware of and that he continues to go back to when we are talking about the Odyssey project. Essentially, it comes down to this: What are we building? Who are we building it with? What are we building it for?

We are building Palm Beach County's Premier Career and Technical Center. As a Board, as a community, that is what we are building. We are building it with this community, anyone and everyone that will step up and help, from the City of Boynton Beach, the City of Delray, Palm Beach County Commission, the School District, Palm Beach State College, Business and Industry, and anyone that you bring to the table. Lastly, what are we building it for? We are building it for the next generation workforce and the time is here and the time is now. If we do not do act now as a nation, we are in peril in the next 10-20 years. Just because you wear a scarlet "C" on your chest does not mean that our students are not public school students. So this is how we are talking with the superintendent, with the Board members, to Presidents, to CEO's, and to legislators, and this is how you answer them because they need to know it. Mr. Boggess thanked the Board for their leadership. Mr. Heller asked that this be sent to the Board members in an email.

- 8G. *Committee Reports:* Mr. Bloom reported that the Superintendent's Evaluation Committee met two weeks ago and completed Mr. Kidd's evaluation, and we met with Mr. Kidd tonight, as required by his contract and finalized his evaluation. That has been handed out and has been added to the Consent Agendas to be handled as STA Item B-1, Item PB-1, and SCB-1. This could be discussed further as we get to these items on the agendas.

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

**SouthTech Academy – None.**

**SouthTech Preparatory Academy – None.**

10. *Introduction of Consent Agenda for SouthTech Academy* – Mr. Kidd introduced the Consent Agenda.

**Old Business**

**None.**

**Administrative Items**

**A-1** I recommend that the Board approve the donations for the period from February 14, 2019 to March 14, 2019.

**A-2** I recommend that the Board approve Policy 1.02 Governing Board revision.

**A-3** I recommend that the Board approve the commitment between Children's Services Council and Palm Beach County Youth Services Bureau for the collaborative efforts in obtaining a full time mental health counselor for the 19-20 School Year.

**Personnel Items**

**B-1** I recommend the Board approve the Superintendent's Competency Assessment form.

**Financial Items**

**C-1** I recommend that the Board approve and ratify the monthly Charter school bank account reconciliation for month ending January 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 January 31, 2019 as required by the Sponsor.

**C-3** I recommend that the Board approve and ratify the monthly financial statements for month ending January 31, 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 with exception of the items pulled:*

**Motion: Mr. Flah**

**Second: Mr. Heller**

**All in favor.**

**Motion carries.**

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

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

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

15. *Introduction of Consent Agenda for **SouthTech Preparatory Academy*** – Mr. Kidd introduced the Consent Agenda.

**Old Business**

**None.**

**Administrative Items**

**PA-1** I recommend that the Board approve Policy 1.02 Governing Board revision.

**PA-2** I recommend that the Board approve the commitment between Children's Services Council and Palm Beach County Youth Services Bureau for the collaborative efforts in obtaining a full time mental health counselor for the 19-20 School Year.

**PA-3** I recommend that the Board approve the donations for the period from February 14, 2019 to March 14, 2019.

**Personnel Items**

**PB-1** I recommend the Board approve the Superintendent's Competency Assessment form.

**Financial Items**

**PC-1** I recommend that the Board approve and ratify the monthly Charter school bank account reconciliation for month ending January 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 January 31, 2019 as required by the Sponsor.

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

**Emergency Items**

**None.**

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

17. *Approval of **SouthTech Preparatory Academy** Consent Agenda*

**Motion: Mr. Feldman Second: Ms. Heinz**

**All in favor. Motion carries.**

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

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

20. *Introduction of Consent Agenda for **SouthTech Success Center*** - Mr. Kidd introduced the Consent Agenda.

**Administrative Items**

**SCA-1** I recommend that the Board reschedule the Thursday, June 20, 2019 Board meeting to Tuesday, June 18, 2019 and authorize revising the FY19 calendar to reflect the change.

**SCA-2** I recommend that the Board approve the FY20 SouthTech Curriculum and Instruction (C&I) related calendar dates, as required by the District for data system modifications and approve the corresponding FY20 SouthTech School calendar.

**SCA-3** I recommend that the Board approve the updated SouthTech Schools Fiscal Policies and Procedures Manual.

**Personnel Items**

**SCB-1** I recommend that the Board approve the revised annual contracts for employment for FY19.

**Emergency Items**

**None.**

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

22. *Approval of **SouthTech Success Center Founding Board** Consent Agenda:*

**Motion: Mr. Dunson Second: Ms. Heinz**

**Motion carries. All in favor.**

**SOUTHTECH CHARTER ACADEMY, INC.  
SOUTHTECH PREPARATORY ACADEMY, INC.  
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23. *Approval of Each Pulled Item (Item-by-Item):*  
**None.**
24. *Public Comments on non-Agenda Items:* **None.**
25. **Governing Board in the Capacity of School Advisory Council (SAC) for:**  
**South Tech Academy:**  
***School Improvement Steering Committee (SISC) Report – STA SISC – Mr. Feldman, Chairperson; Suzanne Nicolini, Alternate Chairperson.***  
Mrs. Nicolini said that most had been reported by Mrs. Turenne. She reminded the Board that graduation will be on May 16, at 2:00pm at the Fairgrounds. Mrs. Nicolini also mentioned that when she and other Board members met at the school, she realized that many of the Board members have not gone through the security clearance in the front office. If you have not done so, please go to the front office to get clearance. Mr. Messmer brought up the certifications and we have quite an accomplishment with 89.4% of our seniors with certifications. We may have close to 100% by the time the seniors graduate, as there are about 25 of them working on them now. Her grandson did not think much about certifications until he went to college and received college credit for them, a fact that many of the students are not aware of. Mr. Brown asked Dominic to come and talk about it to the students in Automotive  
***Introduction of the SouthTech Academy SAC Consent Agenda – Mrs. Nicolini: None.***
26. *Poll SAC for Items to be Pulled from the SAC Consent Agenda for Comment or Questions:* **None.**
27. *Approval of SAC Consent Agenda Except for Items Pulled:* **N/A**
28. *Approval of Each Pulled Item (Item-by Item) – Introduction by Chairperson:* **None.**
29. **Governing Board in Capacity of School Advisory Council (SAC) for:**  
**South Tech Preparatory Academy**  
***School Improvement Steering Committee (SISC) Report – Ms. Edmond, Chairperson reported***  
***Introduction of the SouthTech Preparatory Academy SAC Consent Agenda: N/A***
30. *Poll SAC for Items to be Pulled from the SAC Consent Agenda for Comment or Questions –* **N/A**
31. *Approval of SAC Consent Agenda Except for Items Pulled:* **N/A**
32. *Approval of Each Pulled Item (Item-by Item) – Introduction by Chairperson:* **N/A**
33. *Board Comments:*  
Ms. Heinz
34. *Motion to Adjourn:*  
**Mrs. Nicolini motioned to adjourn at 8:45pm until the Regular Board meeting on March 14, 2019 at 7:00pm.**

Minutes Prepared by: \_\_\_\_\_ Approved by: \_\_\_\_\_  
Barbara J. Fraga James F. Notter, Chair

**SOUTHTECH CHARTER ACADEMY, INC.**  
**CONSENT AGENDA**  
**APRIL 11, 2019**

**Old Business**

**None.**

**Administrative Items**

- A-1** I recommend that the Board approve the donations for the period from March 14, 2019 to April 11, 2019.

**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 February 28, 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 February 28, 2019 as required by the Sponsor.
- C-3** I recommend that the Board approve and ratify the monthly financial statements for month ending February 28, 2019 as required by the Sponsor.
- C-4** I recommend that the board approve the Food Services Agreement for FY20 with the Sponsor and authorize the Superintendent to sign all related documents.

**Emergency Items**

**None.**



**Motion:**

I recommend that the Board approve the donations for the period from March 14, 2019 to April 11, 2019.

**Summary Information:**

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

Attachments: Donations

**Presented By:**

Jim Kidd, Superintendent

**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>
Melvin	Diaz	Edgenuity	3/11/2019	6 \$25 Walmart Gift Cards
Nicole	Krauss	Publix	3/18/2019	\$100 LPN Graduation
Nicole	Krauss	Publix	3/18/2019	\$50 Staff Appreciation
Gary	Mazeffa		3/11/2019	\$250 BBSFF
John-Anthony	Boggess		12/30/18	2008 Toyota Hybrid: Mileage 140,000 ; VIN JTDKB2OU883352710

### 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 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:**

Jim Kidd, Superintendent

**Financial Impact:**

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

**SOUTH TECH ACADEMY  
PERSONNEL ACTIONS  
March 2019**

<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**

NONE

**Resignations/Terminations**

Resignation:	Joanne Penn	School Counselor	5/31/19
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**Retirement/Leave of Absence**

NONE

**Motion:**

I recommend that the Board approve and ratify the monthly Charter school bank account reconciliation for month ending February 28, 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:**

Jim Kidd, Superintendent

**Financial Impact:**

There is no financial impact related to this item.

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03/14/19

**South Tech Charter Academy, Inc**  
**Reconciliation Summary**  
**1111 · South Tech Operating 2973, Period Ending 02/28/2019**

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	<b>Feb 28, 19</b>
<b>Beginning Balance</b>	<b>334,568.91</b>
<b>Cleared Transactions</b>	
Checks and Payments - 79 Items	-815,530.67
Deposits and Credits - 37 Items	703,644.46
<b>Total Cleared Transactions</b>	<b>-111,886.21</b>
<b>Cleared Balance</b>	<b>222,682.70</b>
<b>Uncleared Transactions</b>	
Checks and Payments - 20 Items	-81,090.48
Deposits and Credits - 1 Item	280.00
<b>Total Uncleared Transactions</b>	<b>-80,810.48</b>
<b>Register Balance as of 02/28/2019</b>	<b>141,872.22</b>
<b>New Transactions</b>	
Checks and Payments - 53 Items	-427,304.55
Deposits and Credits - 10 Items	604,537.99
<b>Total New Transactions</b>	<b>177,233.44</b>
<b>Ending Balance</b>	<b>319,105.66</b>

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03/14/19

# South Tech Charter Academy, Inc

## Reconciliation Detail

1111 · South Tech Operating 2973, Period Ending 02/28/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						334,568.91
Cleared Transactions						
Checks and Payments - 79 Items						
General Journal	01/15/2019	1723	Valic	X	-1,365.00	-1,365.00
Bill Pmt -Check	01/24/2019	6307	Dovel Lewis Animal ...	X	-499.00	-1,864.00
Bill Pmt -Check	01/24/2019	6305	AT&T	X	-283.69	-2,147.69
Bill Pmt -Check	01/24/2019	6310	FI Consortium of Pu...	X	-250.00	-2,397.69
General Journal	01/31/2019	1722	Florida Retirement S...	X	-70,235.92	-272,633.61
Bill Pmt -Check	01/31/2019	6321	A & S Transportation	X	-60,199.68	-332,833.29
General Journal	01/31/2019	1724	Valic	X	-1,365.00	-334,198.29
Bill Pmt -Check	01/31/2019	6322	GovConnection, Inc	X	-42.50	-334,240.79
Check	02/01/2019	Chk	FDGL	X	-35.28	-334,276.07
Check	02/04/2019	Chk	Merchant Service Fee	X	-729.65	-335,005.72
Check	02/04/2019	Chk	Authnet Gateway	X	-37.40	-335,043.12
Bill Pmt -Check	02/08/2019	6324	Blue Cross Blue Shi...	X	-63,944.67	-398,987.79
Bill Pmt -Check	02/08/2019	6329	FPL	X	-18,116.74	-417,104.53
Bill Pmt -Check	02/08/2019	6331	Palm Beach County ...	X	-13,638.32	-430,742.85
Bill Pmt -Check	02/08/2019	6325	Boggess, Dr. John	X	-2,368.48	-433,111.33
Bill Pmt -Check	02/08/2019	6323	American Express ...	X	-753.45	-433,864.78
Bill Pmt -Check	02/08/2019	6330	Jimenez, Diana	X	-207.91	-434,072.69
Bill Pmt -Check	02/08/2019	6332	Ruiz, Marilyn	X	-112.34	-434,185.03
Bill Pmt -Check	02/08/2019	6326	Buchholz, Debbie	X	-69.48	-434,254.51
Bill Pmt -Check	02/08/2019	6328	Fernandez, Maria	X	-67.34	-434,321.85
Bill Pmt -Check	02/08/2019	6333	Williams, Julie	X	-25.47	-434,347.32
Bill Pmt -Check	02/14/2019	6378	WPGL Consulting L...	X	-8,000.00	-442,347.32
Bill Pmt -Check	02/14/2019	6363	Pemco & Co, LLC	X	-7,052.45	-449,399.77
Bill Pmt -Check	02/14/2019	6351	Literacy Coalition of ...	X	-6,500.00	-455,899.77
Bill Pmt -Check	02/14/2019	6338	Arnold Law Firm	X	-4,205.09	-460,104.86
Bill Pmt -Check	02/14/2019	6350	Life Insurance Com...	X	-4,191.74	-464,296.60
Bill Pmt -Check	02/14/2019	6334	Alann Corporation	X	-3,000.00	-467,296.60
Bill Pmt -Check	02/14/2019	6336	American Express ...	X	-2,458.49	-469,755.09
Bill Pmt -Check	02/14/2019	6374	US Postal Service	X	-2,200.00	-471,955.09
Bill Pmt -Check	02/14/2019	6343	Dex Imaging	X	-2,075.34	-474,030.43
Bill Pmt -Check	02/14/2019	6335	All Metro Health Care	X	-2,016.00	-476,046.43
Bill Pmt -Check	02/14/2019	6376	Voya	X	-1,950.00	-477,996.43
Bill Pmt -Check	02/14/2019	6345	GIS Benefits	X	-1,841.19	-479,837.62
Bill Pmt -Check	02/14/2019	6371	Sweetwater	X	-1,678.92	-481,516.54
General Journal	02/14/2019	1741	Fidelity Investments	X	-1,600.00	-483,116.54
Bill Pmt -Check	02/14/2019	6346	GovConnection, Inc	X	-1,548.75	-484,665.29
Bill Pmt -Check	02/14/2019	6439	City of Boynton Bea...	X	-1,379.63	-486,044.92
Bill Pmt -Check	02/14/2019	6356	Met Life	X	-1,329.28	-487,374.20
Bill Pmt -Check	02/14/2019	6347	Great American Fin...	X	-1,303.70	-488,677.90
Bill Pmt -Check	02/14/2019	6368	Spectrum Public Rel...	X	-1,300.00	-489,977.90
Bill Pmt -Check	02/14/2019	6354	McCullough, Keefe	X	-1,250.00	-491,227.90
Bill Pmt -Check	02/14/2019	6375	Verizon Wireless	X	-982.40	-492,190.30
Bill Pmt -Check	02/14/2019	6352	Little Bits Electronic...	X	-899.85	-493,090.15
Bill Pmt -Check	02/14/2019	6353	Managed Care Conc...	X	-891.00	-493,981.15
Bill Pmt -Check	02/14/2019	6361	O&L Law Group, P.L.	X	-828.38	-494,809.53
Bill Pmt -Check	02/14/2019	6367	South Tech Academy	X	-699.23	-495,508.76
Bill Pmt -Check	02/14/2019	6337	Amerigas	X	-668.41	-496,177.17
Bill Pmt -Check	02/14/2019	6366	Powell Landscaping ...	X	-600.00	-496,777.17
Bill Pmt -Check	02/14/2019	6365	PHEAA	X	-552.67	-497,329.84
Bill Pmt -Check	02/14/2019	6362	Office Depot	X	-543.37	-497,873.21
Bill Pmt -Check	02/14/2019	6339	Banyan Printing	X	-452.95	-498,326.16
Bill Pmt -Check	02/14/2019	6340	Bumax Company, Inc	X	-414.10	-498,740.26
Bill Pmt -Check	02/14/2019	6360	NHA	X	-312.00	-499,052.26
Bill Pmt -Check	02/14/2019	6372	TMobile	X	-268.80	-499,321.06
Bill Pmt -Check	02/14/2019	6344	FI Consortium of Pu...	X	-250.00	-499,571.06
Bill Pmt -Check	02/14/2019	6358	Neofunds by Neopost	X	-215.99	-499,787.05
Bill Pmt -Check	02/14/2019	6359	NexAir, LLC	X	-175.17	-499,962.22
Bill Pmt -Check	02/14/2019	6357	National Print & Des...	X	-150.00	-500,112.22
Bill Pmt -Check	02/14/2019	6370	Stericycle	X	-122.49	-500,234.71
Bill Pmt -Check	02/14/2019	6373	Total Compliance N...	X	-90.00	-500,324.71
Bill Pmt -Check	02/14/2019	6348	Home Depot	X	-73.45	-500,398.16
Bill Pmt -Check	02/14/2019	6369	State Of Florida Dis...	X	-70.70	-500,468.86
Bill Pmt -Check	02/14/2019	6364	Penn, Joanne K	X	-34.20	-500,503.06
Bill Pmt -Check	02/14/2019	6342	City of Boynton Bea...	X	-27.83	-500,530.89
Bill Pmt -Check	02/14/2019	6355	Messmer, Eric	X	-19.95	-500,550.84

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03/14/19

# South Tech Charter Academy, Inc

## Reconciliation Detail

1111 - South Tech Operating 2973, Period Ending 02/28/2019

Type	Date	Num	Name	Clr	Amount	Balance
Bill Pmt -Check	02/14/2019	6377	Williams, Julie	X	-12.29	-300,563.13
General Journal	02/15/2019	1733	Payroll	X	-187,325.63	-487,888.76
General Journal	02/15/2019	1733	Payroll	X	-59,539.26	-547,428.02
General Journal	02/15/2019	1733	Payroll	X	-1,312.85	-548,740.87
Check	02/19/2019	Chk	Telecheck	X	-15.62	-548,756.49
Bill Pmt -Check	02/22/2019	6388	Mac Express Cleani...	X	-12,480.00	-561,236.49
Bill Pmt -Check	02/22/2019	6391	Speech Rehab Servi...	X	-7,402.50	-568,638.99
Bill Pmt -Check	02/22/2019	6383	Clean All Supply	X	-3,342.30	-571,981.29
Bill Pmt -Check	02/22/2019	6380	A & S Transportation	X	-632.50	-572,613.79
Deposit	02/26/2019		CC Refunds	X	-450.00	-573,063.79
General Journal	02/28/2019	1755	Payroll	X	-183,617.43	-756,681.22
General Journal	02/28/2019	1755	Payroll	X	-58,550.60	-815,231.82
General Journal	02/28/2019	1755	Payroll	X	-288.90	-815,520.72
Check	02/28/2019			X	-9.95	-815,530.67
Total Checks and Payments					-815,530.67	-815,530.67
Deposits and Credits - 37 items						
Deposit	01/31/2019			X	320.00	320.00
Deposit	02/01/2019			X	2,850.00	3,170.00
Deposit	02/04/2019			X	500.00	3,670.00
Deposit	02/04/2019			X	1,800.00	5,470.00
Deposit	02/05/2019			X	30.00	5,500.00
Deposit	02/05/2019			X	700.00	6,200.00
Deposit	02/06/2019			X	345.00	6,545.00
Deposit	02/07/2019			X	175.00	6,720.00
Deposit	02/07/2019			X	250.00	6,970.00
Deposit	02/07/2019			X	1,525.00	8,495.00
Bill Pmt -Check	02/08/2019	6327	City of Boynton Bea...	X	0.00	8,495.00
Deposit	02/08/2019			X	599,153.98	607,648.98
Deposit	02/11/2019			X	260.00	607,908.98
Deposit	02/11/2019			X	700.00	608,608.98
General Journal	02/12/2019	1772		X	248.12	608,857.10
Deposit	02/13/2019			X	290.00	609,147.10
Deposit	02/14/2019			X	190.00	609,337.10
Deposit	02/14/2019			X	700.00	610,037.10
Deposit	02/14/2019			X	1,271.14	611,308.24
Deposit	02/14/2019			X	5,653.00	616,961.24
Deposit	02/18/2019			X	30.00	616,991.24
Deposit	02/19/2019			X	490.00	617,481.24
Deposit	02/19/2019			X	700.00	618,181.24
Deposit	02/20/2019			X	60.00	618,241.24
Deposit	02/20/2019			X	250.00	618,491.24
Deposit	02/21/2019			X	325.00	618,816.24
Deposit	02/21/2019			X	2,967.20	621,783.44
Deposit	02/21/2019			X	29,070.18	650,853.62
Deposit	02/21/2019			X	50,025.52	700,879.14
Deposit	02/25/2019			X	250.00	701,129.14
Deposit	02/25/2019			X	260.00	701,389.14
Deposit	02/26/2019			X	100.00	701,489.14
Deposit	02/27/2019			X	232.11	701,721.25
Deposit	02/27/2019			X	500.00	702,221.25
Deposit	02/27/2019			X	1,355.00	703,576.25
General Journal	02/28/2019	1742	Bank United	X	10.00	703,586.25
Deposit	02/28/2019			X	58.21	703,644.46
Total Deposits and Credits					703,644.46	703,644.46
Total Cleared Transactions					-111,886.21	-111,886.21
Cleared Balance					-111,886.21	222,682.70



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03/14/19

# South Tech Charter Academy, Inc Reconciliation Detail

1111 · South Tech Operating 2973, Period Ending 02/28/2019

Type	Date	Num	Name	Clr	Amount	Balance
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 20 Items</b>						
Bill Pmt -Check	12/13/2018	6233	Quill		-122.47	-122.47
Bill Pmt -Check	01/11/2019	6273	Armitage, William		-33.46	-155.93
Bill Pmt -Check	01/17/2019	6297	Breault, Neil		-15.37	-171.30
Bill Pmt -Check	01/24/2019	6317	Scholastic Achieve...		-840.00	-1,011.30
Bill Pmt -Check	02/14/2019	6349	JoyLabz LLC		-852.15	-1,863.45
Bill Pmt -Check	02/14/2019	6341	Building Hope Servi...		-325.00	-2,188.45
General Journal	02/15/2019	1773	Valic		-1,385.00	-3,553.45
Bill Pmt -Check	02/22/2019	6381	All Metro Health Care		-2,016.00	-5,569.45
Bill Pmt -Check	02/22/2019	6386	Hispanic Flamenco ...		-700.00	-6,269.45
Bill Pmt -Check	02/22/2019	6384	F. Mandley & Assoc...		-600.00	-6,869.45
Bill Pmt -Check	02/22/2019	6389	Neofunds by Neopost		-489.85	-7,359.30
Bill Pmt -Check	02/22/2019	6382	AT&T		-339.19	-7,698.49
Bill Pmt -Check	02/22/2019	6392	Staples Advantage		-331.49	-8,029.98
Bill Pmt -Check	02/22/2019	6385	Florida FFA Associ...		-170.00	-8,199.98
Bill Pmt -Check	02/22/2019	6387	Kozak, Steven		-164.16	-8,364.14
Bill Pmt -Check	02/22/2019	6393	Sun Sentinel		-134.90	-8,499.04
Bill Pmt -Check	02/22/2019	6390	Office Depot		-54.51	-8,553.55
General Journal	02/28/2019	1763	Florida Retirement S...		-70,603.95	-79,157.50
General Journal	02/28/2019	1774	Valic		-1,385.00	-80,522.50
Bill Pmt -Check	02/28/2019	EFT	Citi Cards - Oper		-587.98	-81,090.48
<b>Total Checks and Payments</b>					<b>-81,090.48</b>	<b>-81,090.48</b>
<b>Deposits and Credits - 1 Item</b>						
Deposit	02/28/2019				280.00	280.00
<b>Total Deposits and Credits</b>					<b>280.00</b>	<b>280.00</b>
<b>Total Uncleared Transactions</b>					<b>-80,810.48</b>	<b>-80,810.48</b>
<b>Register Balance as of 02/28/2019</b>					<b>-192,696.69</b>	<b>141,872.22</b>
<b>New Transactions</b>						
<b>Checks and Payments - 53 Items</b>						
Bill Pmt -Check	03/01/2019	6397	FJ Vodolo & Associ...		-5,156.25	-5,156.25
Bill Pmt -Check	03/01/2019	6395	BookSmart		-3,769.00	-8,925.25
Bill Pmt -Check	03/01/2019	6402	US Postal Service		-2,200.00	-11,125.25
Bill Pmt -Check	03/01/2019	6398	National Print & Des...		-888.13	-12,013.38
Bill Pmt -Check	03/01/2019	6394	Bogges, John-Anth...		-611.34	-12,624.72
Bill Pmt -Check	03/01/2019	6396	Citation Communica...		-554.32	-13,179.04
Bill Pmt -Check	03/01/2019	6399	Office Depot		-193.30	-13,372.34
Bill Pmt -Check	03/01/2019	6400	Sonara, Jacqueline		-117.88	-13,490.22
Bill Pmt -Check	03/01/2019	6401	Sysco SouthEast Fl...		-28.32	-13,518.54
General Journal	03/02/2019	1760	Payroll		-265.50	-13,784.04
General Journal	03/02/2019	1760	Payroll		-44.00	-13,828.04
General Journal	03/02/2019	1760	Payroll		-16.00	-13,844.04
General Journal	03/06/2019	1769	Fidelity Investments		-1,600.00	-15,444.04
General Journal	03/07/2019	1770	Fidelity Investments		-1,000.00	-16,444.04
Bill Pmt -Check	03/08/2019	6410	Blue Cross Blue Shi...		-69,085.72	-85,509.76
Bill Pmt -Check	03/08/2019	6418	FPL		-19,517.75	-105,027.51
Bill Pmt -Check	03/08/2019	6425	Palm Beach County ...		-13,638.32	-118,665.83
Bill Pmt -Check	03/08/2019	6408	American Express ...		-9,917.38	-128,583.21
Bill Pmt -Check	03/08/2019	6420	Life Insurance Com...		-7,158.10	-135,741.31
Bill Pmt -Check	03/08/2019	6426	Pemco & Co, LLC		-7,052.45	-142,793.76
Bill Pmt -Check	03/08/2019	6429	School District of Pa...		-6,940.00	-149,733.76
Bill Pmt -Check	03/08/2019	6404	Alann Corporation		-3,000.00	-152,733.76
Bill Pmt -Check	03/08/2019	6415	Dex Imaging		-2,908.78	-155,642.54
Bill Pmt -Check	03/08/2019	6414	City of Boynton Bea...		-2,583.88	-158,226.42
Bill Pmt -Check	03/08/2019	6405	All Metro Health Care		-2,240.00	-160,466.42
Bill Pmt -Check	03/08/2019	6437	Voya		-1,950.00	-162,416.42
Bill Pmt -Check	03/08/2019	6432	Staples Advantage		-1,831.44	-164,247.86
Bill Pmt -Check	03/08/2019	6419	IT & Media, LLC		-1,750.00	-165,997.86
Bill Pmt -Check	03/08/2019	6422	Met Life		-1,329.28	-167,327.14
Bill Pmt -Check	03/08/2019	6431	Spectrum Public Rel...		-1,300.00	-168,627.14
Bill Pmt -Check	03/08/2019	6428	Powell Landscaping ...		-900.00	-169,527.14
Bill Pmt -Check	03/08/2019	6436	Verizon Wireless		-898.38	-170,425.52
Bill Pmt -Check	03/08/2019	6427	PHEAA		-623.38	-171,048.90

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03/14/19

# South Tech Charter Academy, Inc Reconciliation Detail

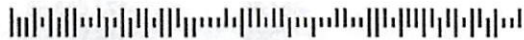
1111 · South Tech Operating 2973, Period Ending 02/28/2019

Type	Date	Num	Name	Cir	Amount	Balance
Bill Pmt -Check	03/08/2019	6424	O&L Law Group, P.L.		-604.66	-171,853.56
Bill Pmt -Check	03/08/2019	6421	Managed Care Conc...		-445.50	-172,099.06
Bill Pmt -Check	03/08/2019	6412	Canteen Refreshme...		-359.40	-172,458.46
Bill Pmt -Check	03/08/2019	6411	Building Hope Servi...		-325.00	-172,783.46
Bill Pmt -Check	03/08/2019	6413	City Maintenance Su...		-299.49	-173,082.95
Bill Pmt -Check	03/08/2019	6423	Nasco		-279.80	-173,362.75
Bill Pmt -Check	03/08/2019	6435	TMobile		-268.80	-173,631.55
Bill Pmt -Check	03/08/2019	6416	FedEx		-140.27	-173,771.82
Bill Pmt -Check	03/08/2019	6434	Stericycle		-122.49	-173,894.31
Bill Pmt -Check	03/08/2019	6406	American Express - ...		-80.00	-173,984.31
Bill Pmt -Check	03/08/2019	6433	State Of Florida Dis...		-70.70	-174,055.01
Bill Pmt -Check	03/08/2019	6430	Southern Sheet Met...		-70.00	-174,125.01
Bill Pmt -Check	03/08/2019	6438	Williams, Julie		-60.10	-174,185.11
Bill Pmt -Check	03/08/2019	6409	American Express ...		-55.00	-174,240.11
Bill Pmt -Check	03/08/2019	6407	American Express -...		-55.00	-174,295.11
Bill Pmt -Check	03/08/2019	6417	Fernandez, Maria		-32.67	-174,327.78
General Journal	03/15/2019	1775	Payroll		-191,568.83	-365,896.61
General Journal	03/15/2019	1775	Payroll		-61,104.04	-427,000.65
General Journal	03/15/2019	1775	Payroll		-288.90	-427,289.55
Check	03/19/2019	Chk	Telecheck		-15.00	-427,304.55
Total Checks and Payments					-427,304.55	-427,304.55
Deposits and Credits - 10 Items						
Deposit	03/01/2019				520.00	520.00
Deposit	03/01/2019				7,840.00	8,360.00
Deposit	03/04/2019				1,300.00	9,660.00
Deposit	03/05/2019				585.00	10,245.00
Deposit	03/06/2019				325.00	10,570.00
Deposit	03/08/2019				275.00	10,845.00
Deposit	03/08/2019				589,859.74	600,704.74
Deposit	03/11/2019				1,008.25	601,712.99
Deposit	03/11/2019				2,275.00	603,987.99
Deposit	03/12/2019				550.00	604,537.99
Total Deposits and Credits					604,537.99	604,537.99
Total New Transactions					177,233.44	177,233.44
Ending Balance					-15,463.25	319,105.66



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

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>000272 2728595 0001 008229 30Z  
SOUTH TECH CHARTER ACADEMY INC  
OPERATING ACCOUNT  
1300 SW 30TH AVE  
BOYNTON BEACH FL 33426-9018

Statement Date: February 28, 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



Please reference Statement Message section for important information regarding new business fees, effective March 1, 2019.

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

##### Account Summary

Statement Balance as of 01/31/2019			\$334,568.91
Plus	33	Deposits and Other Credits	\$703,586.25
Less	86	Withdrawals, Checks, and Other Debits	\$815,520.72
Less		Service Charge	\$9.95
Plus		Interest Paid	\$58.21
Statement Balance as of 02/28/2019			\$222,682.70

##### Interest Summary

Beginning Interest Rate	0.15%
Interest Paid this Statement Period	\$58.21
Interest Paid Year to Date	\$106.62
Interest Paid Prior Year 2018	\$966.45
Interest Withheld Prior Year 2018	\$0.00

BankUnited, N.A.

Statement Date: February 28, 2019

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

**Activity By Date**

<b>Date</b>	<b>Description</b>	<b>Withdrawals</b>	<b>Deposits</b>	<b>Balance</b>
02/01/2019	MERCHANT BANKCD DEPOSIT 498232636882 SOUTH TECH CHARTER ACA		\$320.00	\$334,888.91
02/01/2019	FDGL LEASE PYMT SOUTH TECHNICAL CHART	\$35.28		\$334,853.63
02/04/2019	MERCHANT BANKCD DEPOSIT 498242150882 SOUTH TECH CHARTER ACA		\$2,850.00	\$337,703.63
02/04/2019	CHECK #6305	\$283.69		\$337,419.94
02/04/2019	CHECK #6310	\$250.00		\$337,169.94
02/04/2019	AUTHNET GATEWAY BILLING 105149478 SOUTH TECH ACADEMY	\$27.40		\$337,142.54
02/04/2019	AUTHNET GATEWAY BILLING 105278724 SOUTH TECH ACADEMY	\$10.00		\$337,132.54
02/04/2019	MERCHANT BANKCD INTERCHNG 498232636882 SOUTH TECH CHARTER ACA	\$417.82		\$336,714.72
02/04/2019	MERCHANT BANKCD INTERCHNG 498242150882 SOUTH TECH CHARTER ACA	\$113.81		\$336,600.91
02/04/2019	MERCHANT BANKCD DISCOUNT 498232636882 SOUTH TECH CHARTER ACA	\$123.89		\$336,477.02
02/04/2019	MERCHANT BANKCD DISCOUNT 498242150882 SOUTH TECH CHARTER ACA	\$17.48		\$336,459.54
02/04/2019	MERCHANT BANKCD FEE 498232636882 SOUTH TECH CHARTER ACA	\$36.20		\$336,423.34
02/04/2019	MERCHANT BANKCD FEE 498242150882 SOUTH TECH CHARTER ACA	\$20.45		\$336,402.89
02/05/2019	MERCHANT BANKCD DEPOSIT		\$1,800.00	\$338,202.89





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

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Statement Date: February 28, 2019

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

### Activity By Date

Date	Description	Withdrawals	Deposits	Balance
	498232636882 SOUTH TECH CHARTER ACA			
02/05/2019	MERCHANT BANKCD DEPOSIT 498242150882 SOUTH TECH CHARTER ACA		\$500.00	\$338,702.89
02/05/2019	CHECK #6307	\$499.00		\$338,203.89
02/05/2019	VALIC EREMIT PRM 66804 TSA	\$1,365.00		\$336,838.89
02/05/2019	VALIC EREMIT PRM 66804 TSA	\$1,365.00		\$335,473.89
02/06/2019	MERCHANT BANKCD DEPOSIT 498232636882 SOUTH TECH CHARTER ACA		\$30.00	\$335,503.89
02/06/2019	MERCHANT BANKCD DEPOSIT 498242150882 SOUTH TECH CHARTER ACA		\$700.00	\$336,203.89
02/06/2019	FLA DEPT REVENUE CRC 71363642 SOUTH TECH CHARTER ACA	\$70,235.92		\$265,967.97
02/07/2019	Customer Deposit		\$1,525.00	\$267,492.97
02/07/2019	MERCHANT BANKCD DEPOSIT 498232636882 SOUTH TECH CHARTER ACA		\$345.00	\$267,837.97
02/08/2019	PalmBeachSchools DIRECT PAY SOUTH TECH CHARTER ACA		\$599,153.98	\$866,991.95
02/08/2019	MERCHANT BANKCD DEPOSIT 498232636882 SOUTH TECH CHARTER ACA		\$175.00	\$867,166.95
02/08/2019	MERCHANT BANKCD DEPOSIT 498242150882 SOUTH TECH CHARTER ACA		\$250.00	\$867,416.95
02/08/2019	CORR CHECK #6287 POST 1/18/19 AS \$10768.00 SHB \$10758.00		\$10.00	\$867,426.95

BankUnited, N.A.

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Statement Date: February 28, 2019

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

## Activity By Date

Date	Description	Withdrawals	Deposits	Balance
02/08/2019	CHECK #6322	\$42.50		\$867,384.45
02/11/2019	PRIORITY CHECK #6333	\$25.47		\$867,358.98
02/12/2019	ECHECK.NET FUNDING 105438353 SOUTH TECH ACADEMY		\$248.12	\$867,607.10
02/12/2019	MERCHANT BANKCD DEPOSIT 498232636882 SOUTH TECH CHARTER ACA		\$260.00	\$867,867.10
02/12/2019	MERCHANT BANKCD DEPOSIT 498242150882 SOUTH TECH CHARTER ACA		\$700.00	\$868,567.10
02/12/2019	CHECK #6321	\$60,199.68		\$808,367.42
02/13/2019	CHECK #6328	\$67.34		\$808,300.08
02/13/2019	5BCW EEDIRDEP 5BCW_STC (BankU South Tech Academies	\$186,609.88		\$621,690.20
02/13/2019	5BCW TRUST 5BCW_STC (BankU South Tech Academies	\$715.75		\$620,974.45
02/14/2019	Customer Deposit		\$5,653.00	\$626,627.45
02/14/2019	Customer Deposit		\$1,271.14	\$627,898.59
02/14/2019	CHECK #6323	\$753.45		\$627,145.14
02/14/2019	CHECK #6329	\$18,116.74		\$609,028.40
02/14/2019	CHECK #6331	\$13,638.32		\$595,390.08
02/14/2019	5BCW BILLING 5BCW_STC (BankU South Tech Academies	\$1,312.85		\$594,077.23
02/14/2019	5BCW TAX 5BCW_STC (BankU South Tech Academies	\$59,539.26		\$534,537.97
02/15/2019	MERCHANT BANKCD DEPOSIT 498232636882 SOUTH TECH CHARTER ACA		\$480.00	\$535,017.97
02/15/2019	MERCHANT BANKCD DEPOSIT 498242150882		\$700.00	\$535,717.97





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

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Statement Date: February 28, 2019

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

### Activity By Date

Date	Description	Withdrawals	Deposits	Balance
	SOUTH TECH CHARTER ACA			
02/15/2019	CHECK #6325	\$2,368.48		\$533,349.49
02/15/2019	CHECK #6330	\$207.91		\$533,141.58
02/15/2019	FIDELITY FPRS 65869 001	\$1,600.00		\$531,541.58
	SOUTHTECH ACADEMY			
02/19/2019	MERCHANT BANKCD DEPOSIT 498232636882		\$30.00	\$531,571.58
	SOUTH TECH CHARTER ACA			
02/19/2019	PRIORITY CHECK #6377	\$12.29		\$531,559.29
02/19/2019	CHECK #6355	\$19.95		\$531,539.34
02/20/2019	MERCHANT BANKCD DEPOSIT 498232636882		\$490.00	\$532,029.34
	SOUTH TECH CHARTER ACA			
02/20/2019	MERCHANT BANKCD DEPOSIT 498242150882		\$700.00	\$532,729.34
	SOUTH TECH CHARTER ACA			
02/20/2019	CHECK #6324	\$63,944.67		\$468,784.67
02/20/2019	CHECK #6326	\$69.48		\$468,715.19
02/20/2019	CHECK #6334	\$3,000.00		\$465,715.19
02/20/2019	Telecheck INV022019D 0380181342	\$15.62		\$465,699.57
	SOUTH TECH ACADEMY			
02/21/2019	Customer Deposit		\$325.00	\$466,024.57
02/21/2019	STATE OF FLORIDA PAYMENTS 193881980446393		\$79,095.70	\$545,120.27
	SOUTH TECH CHART			
02/21/2019	STATE OF FLORIDA PAYMENTS 193881980446421		\$2,967.20	\$548,087.47
	SOUTH TECH CHART			
02/21/2019	MERCHANT BANKCD DEPOSIT 498232636882		\$60.00	\$548,147.47
	SOUTH TECH CHARTER ACA			
02/21/2019	MERCHANT BANKCD DEPOSIT 498242150882		\$250.00	\$548,397.47

BankUnited, N.A.

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Statement Date: February 28, 2019

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

## Activity By Date

Date	Description	Withdrawals	Deposits	Balance
	SOUTH TECH CHARTER ACA			
02/21/2019	CHECK #6367	\$699.23		\$547,698.24
02/21/2019	CHECK #6332	\$112.34		\$547,585.90
02/22/2019	CHECK #6336	\$2,458.49		\$545,127.41
02/22/2019	CHECK #6338	\$4,205.09		\$540,922.32
02/22/2019	CHECK #6343	\$2,075.34		\$538,846.98
02/22/2019	CHECK #6351	\$6,500.00		\$532,346.98
02/22/2019	CHECK #6354	\$1,250.00		\$531,096.98
02/22/2019	CHECK #6357	\$150.00		\$530,946.98
02/25/2019	CHECK #6335	\$2,016.00		\$528,930.98
02/25/2019	CHECK #6339	\$452.95		\$528,478.03
02/25/2019	CHECK #6340	\$414.10		\$528,063.93
02/25/2019	CHECK #6342	\$27.83		\$528,036.10
02/25/2019	CHECK #6344	\$250.00		\$527,786.10
02/25/2019	CHECK #6346	\$1,548.75		\$526,237.35
02/25/2019	CHECK #6347	\$1,303.70		\$524,933.65
02/25/2019	CHECK #6348	\$73.45		\$524,860.20
02/25/2019	CHECK #6350	\$4,191.74		\$520,668.46
02/25/2019	CHECK #6352	\$899.85		\$519,768.61
02/25/2019	CHECK #6356	\$1,329.28		\$518,439.33
02/25/2019	CHECK #6360	\$312.00		\$518,127.33
02/25/2019	CHECK #6361	\$828.38		\$517,298.95
02/25/2019	CHECK #6364	\$34.20		\$517,264.75
02/25/2019	CHECK #6366	\$600.00		\$516,664.75
02/25/2019	CHECK #6368	\$1,300.00		\$515,364.75
02/25/2019	CHECK #6370	\$122.49		\$515,242.26
02/25/2019	CHECK #6372	\$268.80		\$514,973.46
02/25/2019	CHECK #6374	\$2,200.00		\$512,773.46
02/25/2019	CHECK #6375	\$962.40		\$511,811.06
02/25/2019	CHECK #6376	\$1,950.00		\$509,861.06
02/25/2019	CHECK #6379	\$1,379.63		\$508,481.43
02/25/2019	CHECK #6388	\$12,480.00		\$496,001.43
02/26/2019	MERCHANT BANKCD DEPOSIT 498232636882 SOUTH TECH CHARTER ACA		\$260.00	\$496,261.43





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

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Statement Date: February 28, 2019

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

### Activity By Date

Date	Description	Withdrawals	Deposits	Balance
02/26/2019	MERCHANT BANKCD DEPOSIT 498242150882 SOUTH TECH CHARTER ACA		\$250.00	\$496,511.43
02/26/2019	CHECK #6353	\$891.00		\$495,620.43
02/26/2019	CHECK #6359	\$175.17		\$495,445.26
02/26/2019	CHECK #6362	\$543.37		\$494,901.89
02/26/2019	CHECK #6365	\$552.67		\$494,349.22
02/26/2019	CHECK #6369	\$70.70		\$494,278.52
02/26/2019	5BCW EEDIRDEP 5BCW_STC (BankU South Tech Academies	\$183,433.87		\$310,844.65
02/26/2019	5BCW TRUST 5BCW_STC (BankU South Tech Academies	\$183.56		\$310,661.09
02/27/2019	STATE OF FLORIDA PAYMENTS 193881980460011 SOUTH TECH CHART		\$232.11	\$310,893.20
02/27/2019	MERCHANT BANKCD DEPOSIT 498232636882 SOUTH TECH CHARTER ACA		\$100.00	\$310,993.20
02/27/2019	CHECK #6358	\$215.99		\$310,777.21
02/27/2019	CHECK #6363	\$7,052.45		\$303,724.76
02/27/2019	CHECK #6371	\$1,678.92		\$302,045.84
02/27/2019	CHECK #6378	\$8,000.00		\$294,045.84
02/27/2019	5BCW BILLING 5BCW_STC (BankU South Tech Academies	\$288.90		\$293,756.94
02/27/2019	5BCW TAX 5BCW_STC (BankU South Tech Academies	\$58,550.60		\$235,206.34
02/27/2019	MERCHANT BANKCD DEPOSIT 498242150882 SOUTH TECH CHARTER ACA	\$450.00		\$234,756.34
02/28/2019	MERCHANT BANKCD DEPOSIT 498232636882		\$1,355.00	\$236,111.34

BankUnited, N.A.

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Statement Date: February 28, 2019

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

## Activity By Date

Date	Description	Withdrawals	Deposits	Balance
02/28/2019	SOUTH TECH CHARTER ACA MERCHANT BANKCD DEPOSIT 498242150882 SOUTH TECH CHARTER ACA		\$500.00	\$236,611.34
02/28/2019	CHECK #6337	\$668.41		\$235,942.93
02/28/2019	CHECK #6345	\$1,841.19		\$234,101.74
02/28/2019	CHECK #6373	\$90.00		\$234,011.74
02/28/2019	CHECK #6380	\$632.50		\$233,379.24
02/28/2019	CHECK #6383	\$3,342.30		\$230,036.94
02/28/2019	CHECK #6391	\$7,402.50		\$222,634.44
02/28/2019	Interest Paid		\$58.21	\$222,692.65
02/28/2019	Service Charge	\$9.95		\$222,682.70

## Check Transactions

Check #	Date	Amount	Check #	Date	Amount	Check #	Date	Amount
6305	02/04	\$283.69	6338	02/22	\$4,205.09	6359	02/26	\$175.17
6307*	02/05	\$499.00	6339	02/25	\$452.95	6360	02/25	\$312.00
6310*	02/04	\$250.00	6340	02/25	\$414.10	6361	02/25	\$828.38
6321*	02/12	\$60,199.68	6342*	02/25	\$27.83	6362	02/26	\$543.37
6322	02/08	\$42.50	6343	02/22	\$2,075.34	6363	02/27	\$7,052.45
6323	02/14	\$753.45	6344	02/25	\$250.00	6364	02/25	\$34.20
6324	02/20	\$63,944.67	6345	02/28	\$1,841.19	6365	02/26	\$552.67
6325	02/15	\$2,368.48	6346	02/25	\$1,548.75	6366	02/25	\$600.00
6326	02/20	\$69.48	6347	02/25	\$1,303.70	6367	02/21	\$699.23
6328*	02/13	\$67.34	6348	02/25	\$73.45	6368	02/25	\$1,300.00
6329	02/14	\$18,116.74	6350*	02/25	\$4,191.74	6369	02/26	\$70.70
6330	02/15	\$207.91	6351	02/22	\$6,500.00	6370	02/25	\$122.49
6331	02/14	\$13,638.32	6352	02/25	\$899.85	6371	02/27	\$1,678.92
6332	02/21	\$112.34	6353	02/26	\$891.00	6372	02/25	\$268.80
6333	02/11	\$25.47	6354	02/22	\$1,250.00	6373	02/28	\$90.00
6334	02/20	\$3,000.00	6355	02/19	\$19.95	6374	02/25	\$2,200.00
6335	02/25	\$2,016.00	6356	02/25	\$1,329.28	6375	02/25	\$962.40
6336	02/22	\$2,458.49	6357	02/22	\$150.00	6376	02/25	\$1,950.00
6337	02/28	\$668.41	6358	02/27	\$215.99	6377	02/19	\$12.29





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

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Statement Date: February 28, 2019

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

Check #	Date	Amount	Check #	Date	Amount	Check #	Date	Amount
6378	02/27	\$8,000.00	6380	02/28	\$632.50	6388*	02/25	\$12,480.00
6379	02/25	\$1,379.63	6383*	02/28	\$3,342.30	6391*	02/28	\$7,402.50

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

#### Rates by Date

Date	Rate
01/31	0.15%

#### Balances by Date

Date	Balance	Date	Balance	Date	Balance	Date	Balance
01/31	\$334,568.91	02/07	\$267,837.97	02/14	\$534,537.97	02/22	\$530,946.98
02/01	\$334,853.63	02/08	\$867,384.45	02/15	\$531,541.58	02/25	\$496,001.43
02/04	\$336,402.89	02/11	\$867,358.98	02/19	\$531,539.34	02/26	\$310,661.09
02/05	\$335,473.89	02/12	\$808,367.42	02/20	\$465,699.57	02/27	\$234,756.34
02/06	\$265,967.97	02/13	\$620,974.45	02/21	\$547,585.90	02/28	\$222,682.70

#### Other Balances

Minimum Balance this Statement Period	\$222,682.70
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Effective March 1, 2019, our Business Schedule of Fees will be changing. You may access the updated Business Schedule of Fees by visiting <https://www.bankunited.com/business/treasury-management-documents>. The pricing changes will be reflected beginning with your March statement. Should you have any questions, please contact our Client Care Center at 1-877-779-2265 or your Treasury Management Officer. Thank you for banking with us. We appreciate your business and look forward to continuing to serve your financial needs.

BankUnited, N.A.

**Statement Date: February 28, 2019**

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

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**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 (2266) 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.**

1:19 PM

03/14/19

**South Tech Charter Academy, Inc**  
**Reconciliation Summary**  
**1112 · South Tech Internal 2965, Period Ending 02/28/2019**

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	<b>Feb 28, 19</b>
<b>Beginning Balance</b>	<b>187,309.75</b>
<b>Cleared Transactions</b>	
Checks and Payments - 36 items	-11,182.86
Deposits and Credits - 14 items	19,823.89
	<hr/>
<b>Total Cleared Transactions</b>	<b>8,641.03</b>
	<hr/>
<b>Cleared Balance</b>	<b>195,950.78</b>
	<hr/> <hr/>
<b>Uncleared Transactions</b>	
Checks and Payments - 12 items	-2,277.07
	<hr/>
<b>Total Uncleared Transactions</b>	<b>-2,277.07</b>
	<hr/>
<b>Register Balance as of 02/28/2019</b>	<b>193,673.71</b>
	<hr/> <hr/>
<b>New Transactions</b>	
Checks and Payments - 19 items	-28,916.31
Deposits and Credits - 8 items	20,697.55
	<hr/>
<b>Total New Transactions</b>	<b>-8,218.76</b>
	<hr/>
<b>Ending Balance</b>	<b>185,454.95</b>
	<hr/> <hr/>

1:20 PM

03/14/19

# South Tech Charter Academy, Inc Reconciliation Detail

1112 - South Tech Internal 2965, Period Ending 02/28/2019

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						187,309.75
<b>Cleared Transactions</b>						
<b>Checks and Payments - 36 Items</b>						
Bill Pmt -Check	01/11/2019	2602	SkillsUSA Florida	X	-1,684.00	-1,684.00
Bill Pmt -Check	01/11/2019	2592	Choice and Career ...	X	-450.00	-2,134.00
Bill Pmt -Check	01/11/2019	2598	Pelaez, Ruthy	X	-28.80	-2,162.80
Bill Pmt -Check	01/24/2019	2618	Florida Deca	X	-1,200.00	-3,362.80
Bill Pmt -Check	01/24/2019	2617	Dade Paper & Bag ...	X	-675.03	-4,037.83
Bill Pmt -Check	01/24/2019	2616	Carstarphen, Mary	X	-254.69	-4,292.52
Bill Pmt -Check	01/24/2019	2612	Americanails	X	-83.43	-4,375.95
Bill Pmt -Check	01/31/2019	2630	Sysco SouthEast Fl...	X	-334.73	-4,710.68
Bill Pmt -Check	01/31/2019	2626	GFS Gordon Food S...	X	-91.48	-4,802.16
Bill Pmt -Check	01/31/2019	2629	Sally Beauty Supply	X	-77.05	-4,879.21
Bill Pmt -Check	01/31/2019	2628	Salas, Roman	X	-47.34	-4,926.55
Bill Pmt -Check	01/31/2019	2625	Burmax Company, Inc	X	-38.05	-4,964.60
Bill Pmt -Check	01/31/2019	2627	K & M Nursery	X	-21.00	-4,985.60
Check	02/04/2019	Chk	Merchant Service Fee	X	-51.03	-5,036.63
Bill Pmt -Check	02/08/2019	2633	GovConnection, Inc	X	-175.00	-5,211.63
Bill Pmt -Check	02/08/2019	2632	GFS Gordon Food S...	X	-136.82	-5,348.45
Bill Pmt -Check	02/08/2019	2637	Platinum Fundraising	X	-100.00	-5,448.45
Bill Pmt -Check	02/08/2019	2635	National Coating & ...	X	-98.65	-5,547.10
Bill Pmt -Check	02/08/2019	2638	Vidaurre, Daymara	X	-40.00	-5,587.10
Bill Pmt -Check	02/08/2019	2631	American Express ...	X	-35.35	-5,622.45
Bill Pmt -Check	02/08/2019	2634	Hyett, Crystal	X	-31.74	-5,654.19
Bill Pmt -Check	02/14/2019	2643	Moran, Lynn	X	-2,008.21	-7,662.40
Bill Pmt -Check	02/14/2019	2645	Richman, Laurence B	X	-1,000.00	-8,662.40
Bill Pmt -Check	02/14/2019	2646	Sysco SouthEast Fl...	X	-293.00	-8,955.40
Bill Pmt -Check	02/14/2019	2641	Fraga, Barbara	X	-287.75	-9,243.15
Bill Pmt -Check	02/14/2019	2640	Dade Paper & Bag ...	X	-108.89	-9,352.04
Bill Pmt -Check	02/14/2019	2642	GFS Gordon Food S...	X	-104.60	-9,456.64
Bill Pmt -Check	02/14/2019	2644	Palardis, Jon	X	-39.80	-9,496.44
Bill Pmt -Check	02/14/2019	2647	Hagood, Sandi	X	-33.50	-9,529.94
Bill Pmt -Check	02/22/2019	2662	Sysco SouthEast Fl...	X	-871.79	-10,401.73
Bill Pmt -Check	02/22/2019	2648	A & S Transportation	X	-330.00	-10,731.73
Bill Pmt -Check	02/22/2019	2657	NAPA Auto Parts	X	-289.79	-11,021.52
Bill Pmt -Check	02/22/2019	2659	O'Neil, Suzanne	X	-86.28	-11,107.80
Bill Pmt -Check	02/22/2019	2660	Salas, Roman	X	-44.45	-11,152.25
Bill Pmt -Check	02/22/2019	2649	Bennett Auto Supply	X	-26.61	-11,178.86
Check	02/28/2019			X	-4.00	-11,182.86
<b>Total Checks and Payments</b>					-11,182.86	-11,182.86
<b>Deposits and Credits - 14 Items</b>						
Deposit	02/04/2019			X	35.00	35.00
Deposit	02/05/2019			X	5.00	40.00
Deposit	02/05/2019			X	241.00	281.00
Deposit	02/07/2019			X	4,567.00	4,848.00
Deposit	02/12/2019			X	140.00	4,988.00
Deposit	02/14/2019			X	5,271.85	10,259.85
Deposit	02/15/2019			X	6.00	10,265.85
Deposit	02/19/2019			X	99.00	10,364.85
Deposit	02/20/2019			X	254.00	10,618.85
Deposit	02/21/2019			X	850.00	11,468.85
Deposit	02/21/2019			X	7,558.03	19,026.88
Deposit	02/22/2019			X	215.00	19,241.88
Deposit	02/22/2019			X	560.00	19,801.88
Deposit	02/28/2019			X	22.01	19,823.89
<b>Total Deposits and Credits</b>					19,823.89	19,823.89
<b>Total Cleared Transactions</b>					8,641.03	8,641.03
<b>Cleared Balance</b>					8,641.03	195,950.78

1:20 PM

03/14/19

# South Tech Charter Academy, Inc Reconciliation Detail

1112 · South Tech Internal 2965, Period Ending 02/28/2019

Type	Date	Num	Name	Clr	Amount	Balance
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 12 Items</b>						
Bill Pmt -Check	02/14/2019	2639	Carstarphen, Mary		-65.84	-65.84
Bill Pmt -Check	02/22/2019	2656	JDRF- TEAM Wyatt		-500.00	-565.84
Bill Pmt -Check	02/22/2019	2663	The National Ms So...		-500.00	-1,065.84
Bill Pmt -Check	02/22/2019	2650	Burmax Company, Inc		-197.11	-1,262.95
Bill Pmt -Check	02/22/2019	2653	GFS Gordon Food S...		-169.63	-1,432.58
Bill Pmt -Check	02/22/2019	2652	Florida FFA Associ...		-150.00	-1,582.58
Bill Pmt -Check	02/22/2019	2654	Hispanic Flamenco ...		-148.00	-1,730.58
Bill Pmt -Check	02/22/2019	2651	Canteen Refreshme...		-140.26	-1,870.84
Bill Pmt -Check	02/22/2019	2661	Sally Beauty Supply		-40.72	-1,911.56
Bill Pmt -Check	02/22/2019	2658	National Coating & ...		-36.22	-1,947.78
Bill Pmt -Check	02/22/2019	2655	Hyatt, Crystal		-25.10	-1,972.88
Bill Pmt -Check	02/28/2019	EFT	Clit Cards - Int		-304.19	-2,277.07
Total Checks and Payments					-2,277.07	-2,277.07
Total Uncleared Transactions					-2,277.07	-2,277.07
Register Balance as of 02/28/2019					6,363.96	193,673.71
<b>New Transactions</b>						
<b>Checks and Payments - 19 Items</b>						
Bill Pmt -Check	03/01/2019	2674	Universal Studios Or...		-11,198.60	-11,198.60
Bill Pmt -Check	03/01/2019	2671	SkillsUSA Florida		-5,900.00	-17,098.60
Bill Pmt -Check	03/01/2019	2666	LifeTouch NSS Acct...		-3,719.00	-20,817.60
Bill Pmt -Check	03/01/2019	2673	Sysco SouthEast Fl...		-859.37	-21,676.97
Bill Pmt -Check	03/01/2019	2670	Simply The Best Ch...		-620.00	-22,196.97
Bill Pmt -Check	03/01/2019	2664	Academy		-332.00	-22,528.97
Bill Pmt -Check	03/01/2019	2667	National Coating & ...		-166.46	-22,695.43
Bill Pmt -Check	03/01/2019	2665	GFS Gordon Food S...		-67.98	-22,763.41
Bill Pmt -Check	03/01/2019	2668	Palardis, Jon		-59.94	-22,823.35
Bill Pmt -Check	03/01/2019	2672	Sonara, Jacqueline		-37.45	-22,860.80
Bill Pmt -Check	03/01/2019	2669	Pelaez, Ruthy		-30.88	-22,891.68
Bill Pmt -Check	03/08/2019	2675	American Express -...		-3,160.22	-26,051.90
Bill Pmt -Check	03/08/2019	2680	Richman, Laurence B		-1,000.00	-27,051.90
Bill Pmt -Check	03/08/2019	2681	South Tech Academy		-399.99	-27,451.89
Bill Pmt -Check	03/08/2019	2679	GFS Gordon Food S...		-385.32	-27,837.21
Bill Pmt -Check	03/08/2019	2676	Brilliant Supply		-357.70	-28,194.91
Bill Pmt -Check	03/08/2019	2678	Ellonel Metezier		-250.00	-28,444.91
Bill Pmt -Check	03/08/2019	2682	Westchester Countr...		-250.00	-28,694.91
Bill Pmt -Check	03/08/2019	2677	Canteen Refreshme...		-221.40	-28,916.31
Total Checks and Payments					-28,916.31	-28,916.31
<b>Deposits and Credits - 8 Items</b>						
Deposit	03/01/2019				407.97	407.97
Deposit	03/01/2019				436.00	843.97
Deposit	03/01/2019				11,447.37	12,291.34
Deposit	03/08/2019				116.00	12,407.34
Bill Pmt -Check	03/07/2019	No Ch...	Albert Uster Imports,...		0.00	12,407.34
Deposit	03/11/2019				70.19	12,477.53
Deposit	03/11/2019				8,215.02	20,692.55
Deposit	03/12/2019				5.00	20,697.55
Total Deposits and Credits					20,697.55	20,697.55
Total New Transactions					-8,218.76	-8,218.76
Ending Balance					-1,854.80	185,454.95



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

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>004626 2728592 0001 008229 20Z  
SOUTH TECH CHARTER ACADEMY INC  
INTERNAL ACCOUNT  
1300 SW 30TH AVE  
BOYNTON BEACH FL 33426-9018


Statement Date: February 28, 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

Please reference Statement Message section for important information regarding new business fees, effective March 1, 2019.

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

#### Account Summary

Statement Balance as of 01/31/2019			\$187,309.75
Plus	11	Deposits and Other Credits	\$19,801.88
Less	37	Withdrawals, Checks, and Other Debits	\$11,178.86
Less		Service Charge	\$4.00
Plus		Interest Paid	\$22.01
Statement Balance as of 02/28/2019			\$195,950.78

#### Interest Summary

Beginning Interest Rate	0.15%
Interest Paid this Statement Period	\$22.01
Interest Paid Year to Date	\$45.92
Interest Paid Prior Year 2018	\$317.35
Interest Withheld Prior Year 2018	\$0.00

BankUnited, N.A.



Statement Date: February 28, 2019

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

## Activity By Date

Date	Description	Withdrawals	Deposits	Balance
02/01/2019	CHECK #2616	\$254.69		\$187,055.06
02/01/2019	CHECK #2617	\$675.03		\$186,380.03
02/04/2019	CHECK #2592	\$450.00		\$185,930.03
02/04/2019	MERCHANT BANKCD INTERCHNG 498232637880 SOUTH TECH CHRTR ACAD	\$15.07		\$185,914.96
02/04/2019	MERCHANT BANKCD DISCOUNT 498232637880 SOUTH TECH CHRTR ACAD	\$3.24		\$185,911.72
02/04/2019	MERCHANT BANKCD FEE 498232637880 SOUTH TECH CHRTR ACAD	\$32.72		\$185,879.00
02/05/2019	MERCHANT BANKCD DEPOSIT 498232637880 SOUTH TECH CHRTR ACAD		\$35.00	\$185,914.00
02/05/2019	CHECK #2612	\$83.43		\$185,830.57
02/06/2019	MERCHANT BANKCD DEPOSIT 498232637880 SOUTH TECH CHRTR ACAD		\$246.00	\$186,076.57
02/06/2019	CHECK #2618	\$1,200.00		\$184,876.57
02/07/2019	Customer Deposit		\$4,567.00	\$189,443.57
02/08/2019	CHECK #2625	\$38.05		\$189,405.52
02/08/2019	CHECK #2629	\$77.05		\$189,328.47
02/08/2019	CHECK #2630	\$334.73		\$188,993.74
02/11/2019	CHECK #2627	\$21.00		\$188,972.74
02/12/2019	CHECK #2626	\$91.48		\$188,881.26
02/12/2019	CHECK #2634	\$31.74		\$188,849.52
02/13/2019	MERCHANT BANKCD DEPOSIT 498232637880 SOUTH TECH CHRTR ACAD		\$140.00	\$188,989.52
02/14/2019	Customer Deposit		\$5,271.85	\$194,261.37
02/14/2019	CHECK #2602	\$1,684.00		\$192,577.37
02/14/2019	CHECK #2631	\$35.35		\$192,542.02
02/15/2019	CHECK #2633	\$175.00		\$192,367.02
02/15/2019	CHECK #2638	\$40.00		\$192,327.02



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

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Statement Date: February 28, 2019

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

### Activity By Date

Date	Description	Withdrawals	Deposits	Balance
02/19/2019	MERCHANT BANKCD DEPOSIT 498232637880 SOUTH TECH CHRTR ACAD		\$6.00	\$192,333.02
02/19/2019	CHECK #2628	\$47.34		\$192,285.68
02/19/2019	CHECK #2632	\$136.82		\$192,148.86
02/19/2019	CHECK #2644	\$39.80		\$192,109.06
02/20/2019	MERCHANT BANKCD DEPOSIT 498232637880 SOUTH TECH CHRTR ACAD		\$99.00	\$192,208.06
02/20/2019	CHECK #2637	\$100.00		\$192,108.06
02/20/2019	CHECK #2643	\$2,008.21		\$190,099.85
02/20/2019	CHECK #2647	\$33.50		\$190,066.35
02/21/2019	Customer Deposit		\$7,558.03	\$197,624.38
02/21/2019	MERCHANT BANKCD DEPOSIT 498232637880 SOUTH TECH CHRTR ACAD		\$254.00	\$197,878.38
02/21/2019	CHECK #2645	\$1,000.00		\$196,878.38
02/22/2019	MERCHANT BANKCD DEPOSIT 498232637880 SOUTH TECH CHRTR ACAD		\$850.00	\$197,728.38
02/22/2019	CHECK #2646	\$293.00		\$197,435.38
02/25/2019	MERCHANT BANKCD DEPOSIT 498232637880 SOUTH TECH CHRTR ACAD		\$775.00	\$198,210.38
02/25/2019	CHECK #2641	\$287.75		\$197,922.63
02/25/2019	CHECK #2642	\$104.60		\$197,818.03
02/26/2019	CHECK #2598	\$28.80		\$197,789.23
02/26/2019	CHECK #2635	\$98.65		\$197,690.58
02/26/2019	CHECK #2640	\$108.89		\$197,581.69
02/26/2019	CHECK #2659	\$86.28		\$197,495.41
02/27/2019	CHECK #2657	\$289.79		\$197,205.62
02/28/2019	CHECK #2648	\$330.00		\$196,875.62
02/28/2019	CHECK #2649	\$26.61		\$196,849.01
02/28/2019	CHECK #2660	\$44.45		\$196,804.56
02/28/2019	CHECK #2662	\$871.79		\$195,932.77

BankUnited, N.A.

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Statement Date: February 28, 2019

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

## Activity By Date

Date	Description	Withdrawals	Deposits	Balance
02/28/2019	Interest Paid		\$22.01	\$195,954.78
02/28/2019	Service Charge	\$4.00		\$195,950.78

## Check Transactions

Check #	Date	Amount	Check #	Date	Amount	Check #	Date	Amount
2592	02/04	\$450.00	2630	02/08	\$334.73	2644	02/19	\$39.80
2598*	02/26	\$28.80	2631	02/14	\$35.35	2645	02/21	\$1,000.00
2602*	02/14	\$1,684.00	2632	02/19	\$136.82	2646	02/22	\$293.00
2612*	02/05	\$83.43	2633	02/15	\$175.00	2647	02/20	\$33.50
2616*	02/01	\$254.69	2634	02/12	\$31.74	2648	02/28	\$330.00
2617	02/01	\$675.03	2635	02/26	\$98.65	2649	02/28	\$26.61
2618	02/06	\$1,200.00	2637*	02/20	\$100.00	2657*	02/27	\$289.79
2625*	02/08	\$38.05	2638	02/15	\$40.00	2659*	02/26	\$86.28
2626	02/12	\$91.48	2640*	02/26	\$108.89	2660	02/28	\$44.45
2627	02/11	\$21.00	2641	02/25	\$287.75	2662*	02/28	\$871.79
2628	02/19	\$47.34	2642	02/25	\$104.60			
2629	02/08	\$77.05	2643	02/20	\$2,008.21			

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

## Rates by Date

Date	Rate
01/31	0.15%

## Balances by Date

Date	Balance	Date	Balance	Date	Balance	Date	Balance
01/31	\$187,309.75	02/07	\$189,443.57	02/14	\$192,542.02	02/22	\$197,435.38
02/01	\$186,380.03	02/08	\$188,993.74	02/15	\$192,327.02	02/25	\$197,818.03
02/04	\$185,879.00	02/11	\$188,972.74	02/19	\$192,109.06	02/26	\$197,495.41
02/05	\$185,830.57	02/12	\$188,849.52	02/20	\$190,066.35	02/27	\$197,205.62
02/06	\$184,876.57	02/13	\$188,989.52	02/21	\$196,878.38	02/28	\$195,950.78

BankUnited, N.A.



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

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Statement Date: February 28, 2019

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

### Other Balances

Minimum Balance this Statement Period

\$184,876.57



Effective March 1, 2019, our Business Schedule of Fees will be changing. You may access the updated Business Schedule of Fees by visiting <https://www.bankunited.com/business/treasury-management-documents>. The pricing changes will be reflected beginning with your March statement. Should you have any questions, please contact our Client Care Center at 1-877-779-2265 or your Treasury Management Officer. Thank you for banking with us. We appreciate your business and look forward to continuing to serve your financial needs.

BankUnited, N.A.

12:32 PM

03/05/19

**South Tech Charter Academy, Inc**

**Reconciliation Summary**

**1113 · Money Market Account 2981, Period Ending 02/28/2019**

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	<b>Feb 28, 19</b>
<b>Beginning Balance</b>	<b>1,171,643.93</b>
<b>Cleared Transactions</b>	
<b>Deposits and Credits - 1 Item</b>	<b>358.62</b>
<b>Total Cleared Transactions</b>	<b>358.62</b>
<b>Cleared Balance</b>	<b>1,172,002.55</b>
<b>Register Balance as of 02/28/2019</b>	<b>1,172,002.55</b>
<b>Ending Balance</b>	<b>1,172,002.55</b>

12:32 PM

03/05/19

## South Tech Charter Academy, Inc

## Reconciliation Detail

1113 - Money Market Account 2981, Period Ending 02/28/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						1,171,643.93
Cleared Transactions						
Deposits and Credits - 1 Item						
Deposit	02/28/2019			X	358.62	358.62
Total Deposits and Credits					358.62	358.62
Total Cleared Transactions					358.62	358.62
Cleared Balance					358.62	1,172,002.55
Register Balance as of 02/28/2019					358.62	1,172,002.55
Ending Balance					358.62	1,172,002.55





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

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>005488 2724843 0001 008229 10Z  
SOUTH TECH CHARTER ACADEMY INC  
1300 SW 30TH AVE  
BOYNTON BEACH FL 33426-9018

Statement Date: February 28, 2019

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

#### 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

Please reference Statement Message section for important information regarding new business fees, effective March 1, 2019.

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

#### Account Summary

Statement Balance as of 01/31/2019		\$1,171,643.93
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	\$358.62
Statement Balance as of 02/28/2019		\$1,172,002.55

#### Interest Summary

Beginning Interest Rate	0.40%
Interest Period Days	28
Interest Annual Percentage Yield Earned this Statement Period (APYE)	0.40%
Interest Paid this Statement Period	\$358.62
Interest Paid Year to Date	\$755.53
Interest Paid Prior Year 2018	\$4,871.44
Interest Withheld Prior Year 2018	\$0.00

BankUnited, N.A.

Statement Date: February 28, 2019

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

**Activity By Date**

<i>Date</i>	<i>Description</i>	<i>Withdrawals</i>	<i>Deposits</i>	<i>Balance</i>
02/28/2019	Interest Paid		\$358.62	\$1,172,002.55

**Rates By Date**

<i>Date</i>	<i>Rate</i>
01/31	0.40%

**Balances by Date**

<i>Date</i>	<i>Balance</i>	<i>Date</i>	<i>Balance</i>
01/31	\$1,171,643.93	02/28	\$1,172,002.55

**Other Balances**

Minimum Balance this Statement Period	\$1,171,643.93
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Effective March 1, 2019, our Business Schedule of Fees will be changing. You may access the updated Business Schedule of Fees by visiting <https://www.bankunited.com/business/treasury-management-documents>. The pricing changes will be reflected beginning with your March statement. Should you have any questions, please contact our Client Care Center at 1-877-779-2265 or your Treasury Management Officer. Thank you for banking with us. We appreciate your business and look forward to continuing to serve your financial needs.





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

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Statement Date: February 28, 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.



**BankUnited**

**We appreciate your business.**

**Motion:**

I recommend that the Board approve and ratify the Charter school monthly Disbursement Reports for the month ending February 11, 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 by the President 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 President. All warrants have two signatories.

Attachments: Disbursement Report

**Presented By:**

Jim Kidd, Superintendent

**Financial Impact:**

There is no financial impact related to this item.

1:34 PM

03/14/19

Accrual Basis

**South Tech Charter Academy, Inc**  
**Account QuickReport**  
**As of February 28, 2019**

Date	Num	Name	Amount
<b>1111 - South Tech Operating 2973</b>			
02/15/2019	1733	Payroll	-187,325.63
02/28/2019	1755	Payroll	-183,617.43
02/28/2019	1763	Florida Retirement System	-70,603.95
02/08/2019	6324	Blue Cross Blue Shield	-63,944.67
02/15/2019	1733	Payroll	-59,539.26
02/28/2019	1755	Payroll	-58,550.60
02/08/2019	6329	FPL	-18,116.74
02/08/2019	6331	Palm Beach County School Distr...	-13,638.32
02/22/2019	6388	Mac Express Cleaning Service	-12,480.00
02/14/2019	6378	WPGL Consulting LLC	-8,000.00
02/22/2019	6391	Speech Rehab Services, LLC	-7,402.50
02/14/2019	6363	Pemco & Co, LLC	-7,052.45
02/14/2019	6351	Literacy Coalition of Palm Beach...	-6,500.00
02/14/2019	6338	Arnold Law Firm	-4,205.09
02/14/2019	6350	Life Insurance Company of the ...	-4,191.74
02/22/2019	6383	Clean All Supply	-3,342.30
02/14/2019	6334	Alann Corporation	-3,000.00
02/14/2019	6336	American Express #21007 Oper	-2,458.49
02/08/2019	6325	Boggess, Dr. John	-2,368.48
02/14/2019	6374	US Postal Service	-2,200.00
02/14/2019	6343	Dex Imaging	-2,075.34
02/14/2019	6335	All Metro Health Care	-2,016.00
02/22/2019	6381	All Metro Health Care	-2,016.00
02/14/2019	6376	Voya	-1,950.00
02/14/2019	6345	GIS Benefits	-1,841.19
02/14/2019	6371	Sweetwater	-1,678.92
02/14/2019	1741	Fidelity Investments	-1,600.00
02/14/2019	6346	GovConnection, Inc	-1,548.75
02/14/2019	6439	City of Boynton Beach Utilities D...	-1,379.63
02/15/2019	1773	Valic	-1,365.00
02/28/2019	1774	Valic	-1,365.00
02/14/2019	6356	Met Life	-1,329.28
02/15/2019	1733	Payroll	-1,312.85
02/14/2019	6347	Great American Financial Service	-1,303.70
02/14/2019	6368	Spectrum Public Relations	-1,300.00
02/14/2019	6354	McCullough, Keefe	-1,250.00
02/14/2019	6375	Verizon Wireless	-962.40
02/14/2019	6352	Little Bits Electronics, Inc.	-899.85
02/14/2019	6353	Managed Care Concepts	-891.00
02/14/2019	6349	JoyLabz LLC	-852.15
02/14/2019	6361	O&L Law Group, P.L.	-828.38
02/08/2019	6323	American Express 11003 - Oper	-753.45
02/04/2019	Chk	Merchant Service Fee	-729.65
02/22/2019	6386	Hispanic Flamenco Ballet	-700.00
02/14/2019	6367	South Tech Academy	-699.23
02/14/2019	6337	Amerigas	-668.41
02/22/2019	6380	A & S Transportation	-632.50
02/14/2019	6366	Powell Landscaping & Design	-600.00
02/22/2019	6384	F. Mandley & Associates	-600.00
02/28/2019	EFT	Citi Cards - Oper	-567.98
02/14/2019	6365	PHEAA	-552.67
02/14/2019	6362	Office Depot	-543.37
02/22/2019	6389	Neofunds by Neopost	-489.85
02/14/2019	6339	Banyan Printing	-452.95
02/26/2019		<b>CC Refunds</b>	-450.00
02/14/2019	6340	Burmax Company, Inc	-414.10
02/22/2019	6382	AT&T	-339.19
02/22/2019	6392	Staples Advantage	-331.49
02/14/2019	6341	Building Hope Services	-325.00
02/14/2019	6360	NHA	-312.00
02/28/2019	1755	Payroll	-288.90
02/14/2019	6372	TMobile	-268.80
02/14/2019	6344	FI Consortium of Public Charter ...	-250.00
02/14/2019	6358	Neofunds by Neopost	-215.99
02/08/2019	6330	Jimenez, Diana	-207.91
02/14/2019	6359	NexAir, LLC	-175.17
02/22/2019	6385	Florida FFA Association	-170.00

1:34 PM

03/14/19

Accrual Basis

# South Tech Charter Academy, Inc

## Account QuickReport

As of February 28, 2019

Date	Num	Name	Amount
02/22/2019	6387	Kozak, Steven	-164.16
02/14/2019	6357	National Print & Design	-150.00
02/22/2019	6393	Sun Sentinel	-134.90
02/14/2019	6370	Stericycle	-122.49
02/08/2019	6332	Ruiz, Marilyn	-112.34
02/14/2019	6373	Total Compliance Network Inc	-90.00
02/14/2019	6348	Home Depot	-73.45
02/14/2019	6369	State Of Florida Disbursement Unit	-70.70
02/08/2019	6326	Buchholz, Debbie	-69.48
02/08/2019	6328	Fernandez, Maria	-67.34
02/22/2019	6390	Office Depot	-54.51
02/04/2019	Chk	Authnet Gateway	-37.40
02/01/2019	Chk	FDGL	-35.28
02/14/2019	6364	Penn, Joanne K	-34.20
02/14/2019	6342	City of Boynton Beach Utilities D...	-27.83
02/08/2019	6333	Williams, Julie	-25.47
02/14/2019	6355	Messmer, Eric	-19.95
02/19/2019	Chk	Telecheck	-15.62
02/14/2019	6377	Williams, Julie	-12.29
02/08/2019	6327	City of Boynton Beach Utilities D...	0.00

Total 1111 · South Tech Operating 2973

-761,359.11

**1112 · South Tech Internal 2965**

02/14/2019	2643	Moran, Lynn	-2,008.21
02/14/2019	2645	Richman, Laurence B	-1,000.00
02/22/2019	2662	Sysco SouthEast Florida	-871.79
02/22/2019	2656	JDRF- TEAM Wyatt	-500.00
02/22/2019	2663	The National Ms Society	-500.00
02/22/2019	2648	A & S Transportation	-330.00
02/28/2019	EFT	Citi Cards - Int	-304.19
02/14/2019	2646	Sysco SouthEast Florida	-293.00
02/22/2019	2657	NAPA Auto Parts	-289.79
02/14/2019	2641	Fraga, Barbara	-287.75
02/22/2019	2650	Burmax Company, Inc	-197.11
02/08/2019	2633	GovConnection, Inc	-175.00
02/22/2019	2653	GFS Gordon Food Services Miami	-169.63
02/22/2019	2652	Florida FFA Association	-150.00
02/22/2019	2654	Hispanic Flamenco Ballet	-148.00
02/22/2019	2651	Canteen Refreshment Services	-140.26
02/08/2019	2632	GFS Gordon Food Services Miami	-136.82
02/14/2019	2640	Dade Paper & Bag Co.	-108.89
02/14/2019	2642	GFS Gordon Food Services Miami	-104.60
02/08/2019	2637	Platinum Fundraising	-100.00
02/08/2019	2635	National Coating & Supplies	-98.65
02/22/2019	2659	O'Neill, Suzanne	-86.28
02/14/2019	2639	Carstarphen, Mary	-65.84
02/04/2019	Chk	Merchant Service Fee	-51.03
02/22/2019	2660	Salas, Roman	-44.45
02/22/2019	2661	Sally Beauty Supply	-40.72
02/08/2019	2638	Vidaurre, Daymara	-40.00
02/14/2019	2644	Palardis, Jon	-39.80
02/22/2019	2658	National Coating & Supplies	-36.22
02/08/2019	2631	American Express 11003 - Int	-35.35
02/14/2019	2647	Hagood, Sandi	-33.50
02/08/2019	2634	Hyett, Crystal	-31.74
02/22/2019	2649	Bennett Auto Supply	-26.61
02/22/2019	2655	Hyett, Crystal	-25.10
02/28/2019			-4.00
02/08/2019	2636	Palardis, Jon	0.00

Total 1112 · South Tech Internal 2965

-8,474.33

**TOTAL****-769,833.44**



**Motion:**

I recommend that the Board approve and ratify the monthly financial statements for month ending February 28, 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:**

Jim Kidd, Superintendent

**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 February 28, 2019 and For the Year Ending June 30, 2019**  
**February 28, 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	\$ 1,508,068	\$ -	\$ -	\$ -	\$ 1,508,068
Investments	1160					-
Grant receivables	1130	145,547				145,547
Other current assets	12XX	37,076				37,076
Deposits	1210				-	-
Due from other funds	1140	36,905				36,905
Other long-term assets	1400	98,588				98,588
Total Assets		<u>\$ 1,826,184</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,826,184</u>
<b>LIABILITIES AND FUND BALANCE</b>						
Liabilities						
Accounts payable	2120	\$ 194,179	\$ -	\$ -	\$ -	\$ 194,179
Salaries, benefits, and payroll taxes payable	2110, 2170, 2330	394,168				394,168
Deferred revenue	2410					-
Notes/bonds payable	2180, 2250, 2310, 2320					-
Lease payable	2315					-
Other liabilities	21XX, 22XX, 23XX					-
Total Liabilities		<u>588,347</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>588,347</u>
Fund Balance						
Nonspendable	2710	73,981				73,981
Restricted	2720					-
Committed	2730					-
Assigned	2740	193,199				193,199
Unassigned	2750	970,657				970,657
Total Fund Balance		<u>1,237,837</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,237,837</u>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>		<u><u>\$ 1,826,184</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 1,826,184</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 February 28, 2019 and For the Year Ending June 30, 2019**

FTE Projected		1,080								
FTE Actual		1,065	99% 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					75,534	456,931	712,104	64%
STATE SOURCES										
	FEFP	3310	484,494	4,230,121	6,220,309	68%				
	Capital outlay	3397	21,883	197,622	301,206	66%				
	Class size reduction	3355	78,196	692,016	1,020,702	68%				
	School recognition	3361	-	111,202	-					
	Other state revenue	33XX	60,443	358,010	1,574,856	23%				
LOCAL SOURCES										
	Interest	3430	417	3,786	5,000	76%				
	Local capital improvement tax	3413								
	Other local revenue	34XX	35,416	370,859	488,430	76%				
Total Revenues			680,849	5,963,616	9,610,503	62%	75,534	456,931	712,104	64%
Expenditures										
Current Expenditures										
	Instruction	5000	423,605	3,499,385	5,558,759	63%	39,548	284,729	436,792	65%
	Instructional support services	6000	57,542	462,967	609,157	76%	22,434	179,722	235,195	76%
	Board	7100	9,511	108,964	163,380	67%				
	General administration	7200	30,505	241,620	364,341	66%				
	School administration	7300	55,189	510,644	803,829	64%				
	Facilities and acquisition	7400								
	Fiscal services	7500	16,209	129,759	192,242	67%				
	Food services	7600								
	Central services	7700	12,824	124,653	182,092	68%				
	Pupil transportation services	7800	67,718	431,384	657,050	66%				
	Operation of plant	7900	56,292	465,525	640,927	73%	-	-	40,117	0%
	Maintenance of plant	8100	3,978	36,927	51,607	72%				
	Administrative technology services	8200	9,340	80,704	114,060	71%				
	Community services	9100	36,382	187,786	245,000	77%				
	Debt service	9200								
Total Expenditures			779,095	6,280,318	9,582,444	66%	61,982	464,451	712,104	65%
Excess (Deficiency) of Revenues Over Expenditures			(98,246)	(316,702)	28,059		13,552	(7,520)	-	
Other Financing Sources (Uses)										
	Transfers in	3600	13,552	-	-		-	7,520		
	Transfers out	9700	-	(7,520)			(13,552)			
Total Other Financing Sources (Uses)			13,552	(7,520)	-		(13,552)	7,520	-	
Net Change in Fund Balances			(84,694)	(324,222)	28,059		-	-		
	Fund balances, beginning		1,322,531	1,691,558	1,691,558	100%				
	Adjustments to beginning fund balance		-	(129,499)						
Fund Balances, Beginning as Restated			1,322,531	1,562,059	1,691,558	92%	-	-	-	
Fund Balances, Ending			\$ 1,237,837	\$ 1,237,837	\$ 1,719,617	72%	\$ -	\$ -	-	%



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
\$	-	\$	-	\$	-	\$	-	-	-	-	%
								75,534	456,931	712,104	64%
								484,494	4,230,121	6,220,309	68%
								21,883	197,622	301,206	66%
								78,196	692,016	1,020,702	68%
								-	111,202	-	
								60,443	358,010	1,574,856	23%
								417	3,786	5,000	76%
								-	-	-	
								35,416	370,859	488,430	76%
-	-	-		-	-	-		756,383	6,420,547	10,322,607	62%
								463,153	3,784,114	5,995,551	63%
								79,976	642,689	844,352	76%
								9,511	108,964	163,380	67%
								30,505	241,620	364,341	66%
								55,189	510,644	803,829	64%
								-	-	-	
								16,209	129,759	192,242	67%
								-	-	-	
								12,824	124,653	182,092	68%
				-	-	-		67,718	431,384	657,050	66%
								56,292	465,525	681,044	68%
								3,978	36,927	51,607	72%
								9,340	80,704	114,060	71%
								36,382	187,786	245,000	77%
								-	-	-	
-	-	-		-	-	-		841,077	6,744,769	10,294,548	66%
-	-	-		-	-	-		(84,694)	(324,222)	28,059	
								13,552	7,520	-	
				-	-			(13,552)	(7,520)	-	
-	-	-		-	-	-		-	-	-	
-	-			-	-			(84,694)	(324,222)	28,059	
								1,322,531	1,691,558	1,691,558	100%
								-	(129,499)	-	
-	-	-		-	-	-		1,322,531	1,562,059	1,691,558	92%
\$	-	\$	-	\$	-	\$	-	1,237,837	1,237,837	1,719,617	72%

**Motion:**

I recommend that the Board approve the Food Services Agreement for FY20 with the Sponsor and authorize the Superintendent to sign all related documents.

**Summary Information:**

This is a continuation of ongoing operations with the Sponsor. The contract is renewed on an annual basis.

Attachments: Charter School Food Service Agreement FY20

**Presented By:**

Jim Kidd, Superintendent

**Financial Impact:**

There is no financial impact for this item for the school, as operating revenues offset expenses.



THE SCHOOL DISTRICT OF PALM BEACH COUNTY  
SCHOOL FOOD SERVICE  
**CHARTER SCHOOL FOOD SERVICE  
OPERATION PLAN**

Fax completed form to the School District of Palm Beach County, Food Service Program at (561) 383-2043.

Small Program Name SouthTech Charter Academy, Inc.		School Number 1571	Food Service Contact James R. Kidd, Superintendent
Address (School Site) 1300 SW 30th Avenue, Boynton Beach, FL 33426			
Temporary or Secondary Address			
Temporary or Secondary Telephone 561-369-7011	School Principal Eileen Turenne, Principal		Principal Telephone 561-369-7072
Grade Level 9-12	Expected Opening Enrollment 1200	Maximum Enrollment 1250	Type of School Charter

School Hours: From 7:00 am To 1:42 pm

Breakfast Meal Hours (mandatory for elementary): From 06:30 a.m. To 06:55 a.m.

Lunch Meal Hours: From 10:05 am To 12:10 pm

Opening day of school (date) 8/12/2019

Operated by management company? ☐ Yes ☒ No

If "Yes", name company \_\_\_\_\_

Name of management company director \_\_\_\_\_

**Food Service Operation Plan Option (choose one option only)**

☐ \_\_\_\_\_ (school name) will become an independent Food Service Operator. The school will sign an Application-Agreement and Policy Statement with Food and Nutrition Management of the Florida Department of Education. The School will comply with all United States Department of Agriculture and Florida Department of Education laws and regulations.

☒ SouthTech Charter Academy, Inc. \_\_\_\_\_ (school name) would like to contract with the School District of Palm Beach County for a Food Service Program. The School will become a "Satellite Food Service Program" of an assigned "Base Kitchen(s)" with a signed contract between the Charter School and the District.

\_\_\_\_\_  
Signature of Authorized School Official

\_\_\_\_\_  
Date

# **Food Service Annual Agreement CHARTER SCHOOL**

**THIS AGREEMENT** is made and entered as of this April 11, 2019, by and between the School Board of Palm Beach County, a Florida public body corporate (School Board), and SouthTech Charter Academy, Inc., a Florida nonprofit, d/b/a/SouthTech Academy, a charter school pursuant to Section 1001.33, Florida Statutes (Charter School).

**WHEREAS**, the School Board and the Charter School entered a Charter School Contract on April 11, 2019 (Contract); and

**WHEREAS**, the above Contract provided that separate agreements may be entered into for the provision of school food services in accordance with federal and state laws and regulations, including but not limited to §1002.33, Florida Statutes; and

**WHEREAS**, the Charter School desires for the School Board, and the School Board desires through its Department of School Food Services, to provide meal services for breakfast, lunch, and/or the after school snack program, and

**NOW, THEREFORE**, in consideration of the mutual covenants and conditions contained herein, the parties agree as follows:

- I. RECITALS.** The above recitations of facts set forth in the preceding “whereas” clauses are expressly incorporated herein and form a part of the terms of this Agreement.
- II. TERM OF AGREEMENT.** The term of this Agreement shall be for a school year, commencing on August 12, 2019 and terminating on June 30, 2019, unless otherwise terminated earlier as provided herein. Meal service will commence 30 days after approval of the Contract by School Board.

### **III. SCOPE OF SERVICES**

New Charter Schools that would like to enter into the Food Service Annual Agreement must do so prior to May 31 for the upcoming school year. Existing charters that wish to discontinue the Food Service Annual Agreement with School Food Service for the following school year must notify School Food Service Department in writing by April 30.

- A.** The School Board’s School Food Service Department shall operate the meal programs on behalf

of the Charter School, which may include the following:

1. School Breakfast Program, as authorized by 7 CFR Part 220
  2. National School Lunch Program, as authorized by 7 CFR Part 210
  3. Afterschool Snack Program, as authorized by 7 CFR 210 Subpart C.
  4. Child and Adult Care Feeding Program (CACFP), Afterschool Meal Program, under the direction of Department of Health.
  5. Community Eligibility Program – permits eligible schools to provide meal service to all students at no charge, regardless of economic status, authorized by the Healthy Hunger-Free Act of 2010.
- B.** The School Food Service Department of the School Board (hereinafter referred to as SFSD) will provide the Charter School with meals that meet the minimum meal pattern requirements for the National School Lunch Program and School Breakfast Program as to components and portion sizes specified by United States Department of Agriculture (USDA) guidelines.
- C.** SFSD shall plan, prepare, and organize meals for the Charter School through an assigned base kitchen (i.e., the kitchen designated by the Director of SFSD to prepare the meals for the Charter School).
- D.** Meals will be delivered by SFSD if the sustained daily lunch participation is maintained at 75 meals or greater for a period of thirty (30) consecutive school days, at any given time during the school year. If the daily lunch participation is less than 75 meals per day, the Charter School is responsible for picking up the meals from the assigned base kitchen.

#### **IV. CONDITIONS PRECEDENT TO OPERATION OF FOOD SERVICE PROGRAM**

- A.** In order for the Charter School to provide a school food service program through SFSD, the following condition(s) shall be met prior to the commencement of the services provided in Article 3 above.
1. The Charter School is responsible for obtaining a limited food service operating permit issued by the Palm Beach County Health Department (DOH).
  2. The Charter School must acquire and maintain any required certification or permit for the duration of this Agreement as required by 7 CFR § 210.16 (c).
  3. The Charter School must post all certifications, inspections, or permits as required by federal, state, and/or local law, or this Agreement.
  4. The Charter School must furnish to SFSD a copy of any certificates, inspections, or permits, required by this section within five (5) days of receipt. Such certificates, inspections or permits, and any renewals or amendments thereto, shall become automatically incorporated and included with this Agreement.
  5. The Charter School and SFSD shall agree to the meal times at least thirty (30) days before beginning the program. Changes to the meal service times must be submitted and approved by SFSD.
- B.** The Charter School will notify the SFSD 30 days prior to a change in location of the charter school. This will allow ample time to relocate the base kitchen, if necessary.
- C.** The DOH requires plan submittal and prior inspection of facility before meals service may be instituted. SFSD must be provided with a copy of the Operating Permit.

- V. COLLECTION OF THE MEAL PRICE.** SFSD shall provide an employee to accurately collect cash, and record meal counts and categories during the meal service if meals are delivered to the site

by SFSD. If meals are not delivered by the SFSD, the Charter School shall provide an employee to accurately collect cash, and record meal counts and categories during the meal service. Any Charter School student being provided a paid or reduced price meal and any adult shall be charged daily, consistent with this Agreement.

**VI. SCHOOL FOOD SERVICES DEPARTMENT CONTROL OF THE CHILD NUTRITION PROGRAM.** SFSD will maintain its responsibilities for administration of the food service program, in accordance with regulations and policies for USDA School Nutrition Programs. Specifically, SFSD will:

- A.** Retain control of the quality, extent, and general nature of the food service, including counting and claiming meals, and ordering and accounting for USDA commodities.
- B.** Ensure that the Child Nutrition Program conforms to the School Board's Agreement with the Florida Department of Agriculture and Consumer Services to participate in federally-funded Child Nutrition Programs.
- C.** Retain control of the nonprofit school food service account and overall financial responsibility for the nonprofit Child Nutrition Program.
- D.** Retain signature authority for the annual School Nutrition Programs State application and monthly claims by electronically submitting required information to the Florida Department of Agriculture and Consumer Services.
- E.** Retain control of the establishment of all prices, including price adjustments, for meals served under the nonprofit Child Nutrition Program account, e.g., pricing for reimbursable meals, a la carte service, and adult meals.
- F.** Retain title to USDA donated foods, ensuring that all USDA donated foods made available to the SFSD accrue only to the benefit of SFSD's nonprofit Child Nutrition Program.
- G.** Provide on-line Free and Reduced-Priced Meal application as determined by the SFSD, processing web site, and where applicable, provide free and reduced-price applications to the Charter School administration prior to the beginning of each school year. In the event of the Charter school participating in the Community Eligibility Provision Program, no Free and Reduced- Priced Meal application may be accepted or processed.
- H.** Retain responsibility for the review, approve or deny, certify and verify applications for free and reduced-price school meals in accordance with 7 CFR § 245. Provide hearings related to eligibility determinations in accordance with 7 CFR § 245.7. Provide hearings related to adverse actions resulting from verification in accordance with 7 CFR § 245.6(e).
- I.** Consolidate and file claims for reimbursement for meals served, and other responsibilities as required or assigned.
- J.** Maintain all applicable health certifications and assure that all state and local health regulations are being met for the preparation of foods in the base school.
- K.** Comply with Federal regulations for accommodating students with special dietary needs and provide specific meal preparation instructions to the Charter School to ensure reimbursable meals are prepared that meet the child's specific dietary restrictions.
- L.** Maintain full and accurate records to include daily, weekly, and monthly reports to comply with program requirements.
- M.** Assign a base school food service manager to provide oversight and manage the food service program for the Charter School, including monitoring to ensure compliance and the provision of technical assistance
- N.** Assign a food service employee to be responsible for the overall food service satellite operation



at the Charter School, if meals are delivered by SFSD.

- O. Assign a food service employee to monitor the Charter School food service program through periodic visits to ensure compliance with applicable federal and state laws and regulations, and local policies and procedures.

## **VII. CHARTER SCHOOL RESPONSIBILITIES**

### **A. Certification of Charter School Staff Person in ServSafe**

Prior to the commencement of the food services under this Agreement, the Charter School shall, at its own expense, have one or more of its employees certified in ServSafe for its food service program. When available, Charter Schools may attend classes provided by the SFSD which may reduce the cost of the certification. Base School Charters are not required to be ServSafe Certified as the School Food Service Manager assigned to the school will hold the required certification.

### **B. Support During the Provision of Meals.**

1. If the sustained daily lunch participation is maintained at seventy-five (75) meals or greater for a period of thirty (30) consecutive school days, the Charter School shall:
    - a) Upon request from SFSD, provide one (1) or more employees/volunteers paid by the charter school, hours to be determined by participation, to assist the SFS employee with unloading, loading food items from vehicle, serving meals and cleaning of food service area. The employees assigned to assist SFS must attend the annual mandatory trainings at the SFS office.
    - b) Provide adult supervision during the meal service period(s) to ensure that its' students, staff, and guests participating in the meal program engage in appropriate conduct in the food service area.
  2. If the sustained daily lunch participation is maintained at less than seventy- five (75) meals for a period of thirty (30) consecutive school days, meals will be picked up by the Charter, the Charter School shall:
    - a) Provide an appropriate vehicle that can accept and transport food in commercial hot and/or cold-holding equipment to ensure food safety.
    - b) Provide one (1) or more employees/volunteers paid by the charter school to accurately record meal distribution to maintain required accountability documentation. Such employees of the charter school must attend the annual mandatory trainings.
- C. Meals will be served only on school days approved by the School Board, consistent with the approved District calendar, except where a variance is approved by SFSD.**
- D. The provision of food for Field Trips must be approved 30 days in advance by SFSD.**
- E. Adequate Facilities and Space.** The Charter School will make available, without any cost or charge to the School Board, area(s) of the premises agreeable to both parties in which SFSD shall render its services. The Charter School will make any structural changes needed to comply with federal, state, or local laws, ordinances, rules, and regulations. School must make parking areas available that are easily accessible for food delivery.
- F. Network Requirements.** For POS connectivity, SFSD requires a hard wired Ethernet connection in the immediate vicinity of the POS registers terminating DIRECTLY into your ISP's Device (i.e. Cable Modem). This must bypass your internal firewall. Wireless connection is not acceptable. Internet Service Provider must be broadband or greater capability; DSL is not sufficient. Wireless access for

alternative feeding locations maybe required if alternative locations are requested and approved by School Food Service Department.

- G. *Provision of Equipment.*** The Charter School will be responsible for providing and maintaining all necessary food service equipment needed to operate a kitchen to serve and heat meals as outlined in **Exhibit "A"**, attached and incorporated hereto. The Charter School will install any equipment needed to comply with federal, state, or local laws, ordinances, rules, and regulations. If equipment is not operating properly, meals will be adjusted to ensure food safety. Base School Charters **MUST** have all required equipment to serve the maximum enrollment.
- H. *Potable Water for Food Service Area.*** The Charter School shall have available potable water, at no charge, for students in the meal service area. The Charter School may implement this requirement by offering water pitchers and paper cups on lunch tables, a water fountain in the food service area, or a water fountain that allows students to fill their own bottles or cups with drinking water. In accordance with law, whatever solution is chosen by the Charter School, the water must be made available without restriction in the food service area.
- I. *Required Posting in Food Service Area.*** Annually the Charter School shall post *Justice for All* posters in all areas where food and snacks are served as required by USDA. Posters will be provided by the School Food Service Department to the Charter School at no cost.
- J. *Free and Reduced Price Meals Applications.*** A small supply of Free and Reduced Price Meal Applications will be provided by SFSD base school manager if needed; however, the preferred method for completing the applications is through the online application process. The Charter School shall return completed Free and Reduced Price Meal Applications to the SFSD on the day the charter school receives them.
- K. *Confidentiality.*** As stated in the School Food Service Management Policy 6.185 Section (7), student lunch status may only be shared with individuals outside of those responsible for the operation of the National School Lunch Program in limited situations. In order for SFS to share information there must be a legitimate "need to know" to provide a service or carry out an activity and the activity must be educational in nature. Only the person signing the form (PBSD 2528) may have access to the lunch status data and that person may not share the information with others. Teachers, guidance counselors, principals, etc. who are not providing such assistance may not have access. School Food Service (SFS) must secure a Confidentiality Agreement for Disclosure of Student Lunch Status Information (PBSD 2528) form, signed by the staff member responsible for the specific activity, prior to situations where the need for information is ongoing in nature. The Confidentiality Agreement shall be valid for the current school year in which the agreement is submitted to SFS. In the case of ESE testing for gifted services, the staff member responsible for determining who will need to complete the form for plan B (scoring for ESE Services), will need to sign the Confidentiality Agreement.
- L. *Meal Pricing.*** The Charter School shall follow the same meal pricing system established for all schools operated by the School Board. The School Board adopts the meal pricing for all meals.
- M. *Notifications/Communications to SFSD.*** The Charter School is responsible for communicating with the base school food service manager on a daily basis or as needed concerning: daily counts, status of student payments, Free and Reduced-Priced Meal applications, type(s) of meal service required, special needs, etc. The Charter School shall communicate the number of meals needed via email, fax or by emailing the scanned Meal Order form to the school food service manager at a time agreed upon by both parties.

- N. *Meal Accountability.*** The Charter School shall follow procedures for assuring accuracy at the point of meal service (determined by the SFSD) and will comply with all federal, state, and local rules and ordinances pertaining to the administration of the program, including but not limited to, reporting any known student food allergies.
- O. *Compliance with Laws and Regulations.*** The Charter School will comply with all applicable federal, state, and/or local laws, regulations, rules, procedures and guidelines, as now or hereafter amended, pertaining to the administration of the programs provided by SFSD.
- P. *Competitive Foods Regulations.*** The sale of foods and beverages on school grounds shall be limited to those provided by SFSD and shall comply with USDA Smart Snacks in School guidelines as stated in Section 5, Sale of Competitive Food and Beverages, in School Board Policy **6.185** (School Food Service Management Policy), as now or hereafter amended. Failure of the Charter School to comply with the School Board's policy governing competitive food sales jeopardizes funding through the National School Lunch Program, and may result in immediate termination of this Agreement.
- Q. *Pick-up of Meals, Required if Less Than 75 Meals.*** If the Charter School is required to pick up its meals from SFSD base school, due to the number of participants as provided herein, SFSD shall identify the base school kitchen for the pick-up of the meals. The Charter School shall transport the meals in approved commercial hot and/or cold-holding equipment, provided by the SFSD.
- R. *Maintenance of Reports.*** The Charter School will maintain the records necessary for the SFSD to complete any required monitoring, inspecting, or auditing activities under this Agreement.
- S. *Annual Training of Staff.*** The Charter School shall annually, at its own expense, provide designated employee(s) to attend and participate in an annual mandatory training administered by SFSD to ensure the Charter School is up-to-date on all regulations and procedures. It is recommended that the Principal or Assistant Principal attend the meeting, to ensure that all the information needed is received. This training will cover accountability, safety and sanitation, the free and reduced application process, offer VS serve, civil rights, and meal service requirements. This meeting is will be held during the summer months prior to the beginning of each new school year. It is a MANDATORY Training.
- T. *Wellness Promotion Policy.*** All Charter Schools must comply with the *District's Wellness Promotion Policy (2.035)* and the *Wellness Promotion Goals and Objectives*. Charters Schools are required to assess school compliance with this Policy. Each Charter School Principal shall designate an Assistant Principal and Wellness Champion at each school as the Wellness Promotion designees, to ensure that the Charter School complies with this Policy.
- U. *Healthy School Teams (HST).*** Florida Administrative Code 5P-2.002, requires each school to establish a Healthy School Team. Each Charter School Principal will default as the Healthy School Team Leader and has the option to appoint someone else to this two-year commitment. In addition to creating a culture of wellness on the school campus, leaders of this team are required to ensure school food fundraisers, are compliant with the Smart Snacks in School Rule, track food fundraisers and complete and submit the annual HST online assessment before the end of the school year. Additionally, during years where a HST conference is being held, Charter Schools are expected to have either the Principal or Assistant Principal, the HST Leader and the Wellness Champion attend the conference.
- V. Online Meal Payments and Fees in School Meal Program. (Optional)**

- a) Charter schools that would like to establish a prepayment account through the School Board's online prepayment vendor may opt to do so at the district's site license cost along with any additional required fees. These costs will be incurred by the charter school.
- b) Charter school agrees to pay the annual fee as follows (initial one payment option):
  - \_\_\_\_\_ Charter school will make a payment by check or internal funds transfer to the School Board (School Food Service).
  - \_\_\_\_\_ Charter school authorizes the School Board (district) to deduct the cost from FFEP funds prior to transferring \_\_\_\_\_ funds to charter.
  - \_\_\_\_\_ Charter school authorizes the district to deduct an equal monthly payment for eight months, starting in September, from the FFEP funds. In the event that this is signed after September, the monthly payment will be calculated by dividing the total cost over the number of months left in the school year.

**W. Negative Balance Communications.** Charter Schools are required to communicate to parents/guardians with regard to any negative balances accrued. Procedures will be followed as to the methods set forth in School Food Service policies and procedures.

## **VIII. HEALTH AND SANITATION**

- A. *Health Inspection Requirements.*** SFSD and the Charter School agree that federal, state, and local health and sanitation requirements will be met at all times. The Charter School will obtain and maintain all federal, state, and local health certifications and regulations that apply to its school eating facilities and any other facilities in which meals are prepared and/or served. SFSD will maintain applicable health certifications for any base school in which meals are prepared. All food at the base schools will be properly stored, prepared, packaged, and transported free of contamination and at appropriate temperatures. The Charter School shall send a copy of the Health Inspection to School Food Service Department after each Health Inspection.
- B. *Safekeeping of Food.*** All food that is delivered by the SFSD base school will arrive at the school site at the required temperatures for safe consumption. All food temperatures shall be verified and documented by the SFSD or charter employee, as required on the Satellite Delivery Report. All food will arrive free of contamination and in sanitary, temperature-controlled containers. Food items that have been delivered by the SFSD base school must be transferred to hot and/or cold-holding equipment that maintain proper temperatures. The Charter School shall provide the hot and/or cold-holding equipment. If the Charter School is required to pick-up its' meals as provided by this contract, all food temperatures shall be verified and documented before the items leave the SFSD base school. Once the food leaves the SFS base school, it becomes the responsibility of the charter school.
- C. *Inspections.*** The School Food Service Department, the Florida Department of Agriculture and Consumer Services, and the US Department of Agriculture reserve the right to inspect the Charter School's kitchen and dining facilities without notice, at any time.

## **IX. RECORDKEEPING**

The Charter School agrees that all records pertaining to the operation of meal service are the property of the SFSD.

## **X. TERMINATION/SUSPENSION**

- A.** This Agreement may be terminated before expiration of its term upon any of the following conditions:
- 1. *Automatic Termination.*** This Agreement shall automatically terminate upon the School Board's termination of the District's Charter School Agreement with the Charter School.
  - 2. *By the Parties.*** Both parties may agree in writing to the termination of this Agreement; or, any time by a party, upon the giving of a thirty (30) day written notice (delivered by certified mail, return receipt requested) to the other party.
  - 3. *For Cause.*** This Agreement may be terminated in whole or in part by either party in the event of substantial failure by the other party to fulfill its obligations under this Agreement; provided that no such termination may be implemented unless and until the other party is given 1) at least thirty (30) days written notice (delivered by certified mail, return receipt requested) of intent to terminate, and 2) an opportunity for consultation with the terminating party, followed by a reasonable opportunity, of not more than ten (10) working days to rectify the defects in products or performance, prior to termination. For purposes of this subparagraph, substantial failure will include, but is not limited to the Charter School or SFSD's failure to adhere to, or violation of, any of the provisions of this Agreement.
- B.** This Agreement shall be suspended upon direction of the Department of Health, meals may be suspended for an undetermined period of time if the facility is found to be out of compliance with health and safety regulations. The Charter School shall pay the SFSD for any outstanding monies collected within 15 days of termination or suspension.

## **XI. LEGAL STATUS UPON TERMINATION**

Upon termination or revocation of this Agreement, all legal associations between the School Board, its SFSD, and the Charter School with regard to the services identified herein shall be severed.

## **XII. WAIVER OF SUBROGATION**

In the event of loss, damage or injury to Charter School and/or Charter School's property, Charter School shall look solely to any insurance in its favor without making any claim against the School Board of Palm Beach County. Charter School hereby waives any right of subrogation against the School Board of Palm Beach County, for loss, damage or injury within the scope of Charter School's insurance, and on behalf of itself and its insurer, waives all such claims against the School Board of Palm Beach County.

## **XIII. INDEMNITY**

The Charter School shall indemnify and hold harmless the School Board from and against all liabilities, claims, demands, suits, causes of action, loss, and expenses including attorney's fees, of any and every kind and nature arising from the negligent or intentional act of agents or employees of the Charter School in connection with the provision of breakfasts, lunches, and after school snacks under this Agreement. Nothing herein shall be deemed to constitute a waiver of sovereign immunity on the part of the School Board or to reduce any protection from suit or judgment afforded to the School Board under Florida law. This provision shall survive termination of this Agreement and shall be binding on the parties, successors, representatives, and assigns, and cannot be waived or varied.

#### **XIV. INSURANCE**

Insurance will be required as stated below. The School Board shall be named as an Additional Insured. The Charter School shall provide the Certificate(s) of Insurance for required coverage within seven (7) days of the date of request by the School Food Service Department, but in any respect at least thirty (30) days prior to the commencement of any Term.

**COMMERCIAL GENERAL LIABILITY.** Charter School shall procure and maintain, for the life of the contract, Commercial General Liability Insurance. This policy shall provide coverage for death, bodily injury, personal injury, products and completed operations liability and property damage that could arise directly or indirectly from the performance of the contract. It must be an occurrence form policy. **THE SCHOOL BOARD OF PALM BEACH COUNTY SHALL BE NAMED AS AN ADDITIONAL INSURED ON THE CERTIFICATE FOR COMMERCIAL GENERAL LIABILITY INSURANCE.**

The minimum limits of coverage shall be \$1,000,000 per occurrence, Combined, Single Limit for Bodily Injury Liability and Property Damage Liability.

Required Endorsements:

- Additional Insured – CG 20 26 or CG 20 10 and CG 20 37 or their equivalents.

Note: CG 20 10 or CG 2026 must be accompanied by CG 20 37 to include products/completed operations.

- Waiver of Transfer Rights of Recovery – CG 24 04 or its equivalent.
- Primary and noncontributory – CG 2001 or its equivalent.

Note: If blanket endorsements are being submitted, please include the entire endorsement and applicable policy number.

#### **XV. ACCOUNTABILITY REQUIREMENTS**

**A. On-Site Inspections/ Reviews.** Authorized representatives of the SFSD, the State of Florida, and USDA shall have the right to conduct on-site administrative inspections/reviews of the food service operation without prior notification.



- B. *Review of Invoices, Bills, and Pertinent Records.*** SFSD shall oversee all provisions of the Agreement, including but not limited to, Federal rules and regulations, crediting for and use of USDA Commodities, as applicable.
- C. *Recordkeeping.*** The Charter School shall maintain such records as SFSD will need to support its claim for reimbursement under the National School Lunch Act and Child Nutrition Act including accurate records of student attendance. Attendance must be documented daily in the district's student information system.
- D. *Inspections and Audits.*** The School District is subject to various audits that may require on-site inspections by representatives of the School Board, SFSD, Florida Department of Agriculture and Consumer Services, USDA, the United States Comptroller General, or the United States General Accounting Office.
- E.** Charter School agrees and understands that the School Board's Office of Inspector General, or any other duly authorized representative of the School Board, shall have unrestricted access to all papers, books, records, documents and information, personnel and processes, data, computer hard drives, emails, instant messages, facilities, or other assets owned or used by Charter School with regards to this Agreement.

1. The Inspector General, or any other duly authorized representative of the School Board, Florida Department of Agriculture and Consumer Services or USDA, shall be entitled to audit the books and records of Charter School to the extent that such books, documents, papers, and records relate to any payment or the performance of this Agreement.
2. In the event Charter School maintains its records or Agreement information in electronic format, upon request of the School Board's Inspector General or auditors, Charter School will provide a download of its records or Agreement information in an electronic format allowing readership acceptable by the School Board's auditors

## **XVI. NONDISCRIMINATION**

Both the Charter School and SFSD agree that no child who participates in the food service program will be discriminated against on the basis of race, color, national origin, gender identity or expression, sex, age, gender, disability, gender identity or expression, and shall comply with the USDA Food Nutrition Services Instruction 113-6, Civil Rights Compliance and Enforcement in School Nutrition Programs.

## **XVII. MISCELLANEOUS**

- A. *Headings.*** The headings contained herein are for convenience in reference and are not intended to define, limit, extend, or describe the scope of any provisions of this Agreement.
- B. *Successors and Assigns.*** The provisions of this Agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective officers, employees, successors, and assigns. Notwithstanding the foregoing, the rights and obligations of either party to this Agreement may not be subcontracted, transferred, conveyed, assigned or otherwise disposed of without the prior written consent of the other party hereto, which consent shall not be unreasonably withheld.
- C. *Compliance with All Laws.*** Charter School shall comply with all applicable federal, state, and local ordinances pertaining to the Services under this Agreement.

- D. *Severability.*** If any section, sentence, clause, phrase, provision, or other portion of this Agreement is, for any reason, held invalid or unconstitutional by a court or other body of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions of the Agreement.
- E. *Amendments.*** No amendment to this Agreement shall be binding on either party hereto unless such amendment is in writing and executed by both parties with the same formality as this Agreement.
- F. *Applicable Law and Venue.*** This Agreement will be construed in accordance with the laws of the State of Florida. Venue for any actions brought pursuant to this Agreement will be in Palm Beach County, Florida, or in the U.S. District Court for the Southern District of Florida.
- G. *Singular/Plural.*** Whenever used, the singular will include the plural, the plural the singular, and the use of any gender will include both genders.
- H. *No Waiver of Rights.*** No failure or successive failures on the part of either party to enforce any covenant or agreement, and no waiver or successive waivers of any condition of this Agreement, shall operate as a discharge of such covenant, agreement, or condition, or render the same invalid, or impair the right of either party to enforce the same in the event of any subsequent breach or breaches. No failure on the part of either party to this Agreement to exercise, and no delay in exercising, any right, power, or remedy under this Agreement shall operate as a waiver thereof, nor shall any single or partial exercise of any right under this Agreement preclude any other or further exercise thereof or the exercise of any other right.
- I. *Counterparts.*** This Agreement may be executed in one or more counterparts and each counterpart shall, for all purposes, be deemed as original, but all such counterparts shall together constitute but one and the same instrument.
- J. *Entire Agreement.*** This Agreement, including any Exhibits hereto, contains all the terms and conditions agreed upon by the parties. No other agreements, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind either party hereto.
- K. *Public Records Law.*** Each party shall maintain its own respective records and documents associated with this Agreement in accordance with the records retention requirements applicable to public records. Each party shall be responsible for compliance with any public documents request served upon it pursuant to Section 119.07, Florida Statutes, and any resultant award of attorney's fees for non-compliance with that law. Failure by either party to grant such public access shall be grounds for immediate unilateral cancellation of this Agreement by the party not in violation.
- L. *Charter School Authority to Enter into Contract.*** The Charter School expressly affirms that the signatories on its behalf who sign below have the authority to enter into this Agreement on behalf of the Charter School and that the Board of Directors of the Charter School has duly approved this contract.

This Agreement Template has been approved by the following School District of Palm Beach County officials.

SCHOOL BOARD OF  
PALM BEACH COUNTY, FLORIDA

By: Frank A. Barbieri, Jr.  
Frank A. Barbieri, Jr., Esq., Chairman

Date: 1/30/19

ATTEST:

Donald E. Fennoy II  
Donald E. Fennoy II, Ed. D., Superintendent of Schools

Date: 1/31/19

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY

K. H. Hall  
Office of General Counsel

Date: 1/16/19

IN WITNESS WHEREOF, the parties hereto have set their hands and seals effective as of the date and year first written above.

THE SCHOOL DISTRICT OF PALM BEACH COUNTY, SCHOOL FOOD SERVICE DIRECTOR

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

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

CHARTER SCHOOL SouthTech Charter Academy, Inc. a Florida nonprofit  
corporation, d/b/a SouthTech Academy

By: \_\_\_\_\_

Print Name: James R. Kidd

Title: Superintendent Date: \_\_\_\_\_

**SOUTHTECH PREPARATORY ACADEMY, INC.**  
**CONSENT AGENDA**  
**April 11, 2019**

**Old Business**

**None.**

**Administrative Items**

**None.**

**Personnel Items**

**None.**

**Financial Items**

**PC-1** I recommend that the Board approve and ratify the monthly Charter school bank account reconciliation for month ending February 28, 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 February 28, 2019 as required by the Sponsor.

**PC-3** I recommend that the Board approve and ratify the monthly financial statements for month ending February 28, 2019 as required by the Sponsor.

**PC-4** I recommend that the board approve the Food Services Agreement for FY20 with the Sponsor and authorize the Superintendent to sign all related documents.

**Emergency Items**

**None.**

**Motion:**

I recommend that the Board approve and ratify the monthly Charter school bank account reconciliation for month ending February 28, 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:**

Jim Kidd, Superintendent

**Financial Impact:**

There is no financial impact related to this item.



12:36 PM

03/14/19

**SouthTech Preparatory Academy**

**Reconciliation Summary**

**1111 · South Tech Prep 9852918542, Period Ending 02/28/2019**

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	<b>Feb 28, 19</b>	
<b>Beginning Balance</b>		<b>157,893.05</b>
<b>Cleared Transactions</b>		
Checks and Payments - 43 Items	-262,044.89	
Deposits and Credits - 3 Items	336,284.66	
<b>Total Cleared Transactions</b>	<b>74,239.67</b>	
<b>Cleared Balance</b>		<b>232,132.72</b>
<b>Uncleared Transactions</b>		
Checks and Payments - 5 Items	-53,395.63	
<b>Total Uncleared Transactions</b>	<b>-53,395.63</b>	
<b>Register Balance as of 02/28/2019</b>		<b>178,737.09</b>
<b>New Transactions</b>		
Checks and Payments - 23 Items	-180,375.72	
Deposits and Credits - 2 Items	336,763.11	
<b>Total New Transactions</b>	<b>156,387.39</b>	
<b>Ending Balance</b>		<b>335,124.48</b>

12:36 PM

03/14/19

## SouthTech Preparatory Academy

## Reconciliation Detail

1111 · South Tech Prep 9852918542, Period Ending 02/28/2019

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						<b>157,893.05</b>
<b>Cleared Transactions</b>						
<b>Checks and Payments - 43 Items</b>						
Bill Pmt -Check	01/11/2019	5160	Woodburn Press	X	-176.58	-176.58
Bill Pmt -Check	01/24/2019	5164	City of Boynton Bea...	X	-456.54	-633.12
Bill Pmt -Check	01/24/2019	5168	FL Consortium of Pu...	X	-250.00	-883.12
Bill Pmt -Check	01/24/2019	5165	Comcast	X	-165.24	-1,048.36
Bill Pmt -Check	01/24/2019	5163	A & S Transportatio...	X	-165.00	-1,213.36
Bill Pmt -Check	01/31/2019	5170	A & S Transportatio...	X	-33,882.33	-35,095.69
Bill Pmt -Check	01/31/2019	5171	City Maintenance Su...	X	-1,027.27	-36,122.96
Bill Pmt -Check	01/31/2019	5172	Elite Pest Solutions, ...	X	-150.00	-36,272.96
Bill Pmt -Check	02/08/2019	5173	Blue Cross/ Blue Shi...	X	-24,649.29	-60,922.25
Bill Pmt -Check	02/08/2019	5180	Go Clean Inc.	X	-4,900.00	-65,822.25
Bill Pmt -Check	02/08/2019	5186	Palm Beach County ...	X	-4,124.18	-69,946.43
Bill Pmt -Check	02/08/2019	5178	DSD Services Inc	X	-4,050.00	-73,996.43
Bill Pmt -Check	02/08/2019	5183	Life Insurance Com...	X	-2,037.36	-76,033.79
Bill Pmt -Check	02/08/2019	5185	McCollough, Keefe	X	-1,250.00	-77,283.79
Bill Pmt -Check	02/08/2019	5177	Dex Imaging	X	-725.61	-78,009.40
Bill Pmt -Check	02/08/2019	5176	Coast Professional Inc	X	-359.08	-78,368.48
Bill Pmt -Check	02/08/2019	5182	Great American Fin...	X	-283.55	-78,652.03
Bill Pmt -Check	02/08/2019	5184	Maxis 360	X	-200.00	-78,852.03
Bill Pmt -Check	02/08/2019	5188	Verizon Wireless	X	-101.90	-78,953.93
Bill Pmt -Check	02/08/2019	5179	ESRM Communicati...	X	-42.00	-78,995.93
Bill Pmt -Check	02/08/2019	5187	Total Compliance N...	X	-30.00	-79,025.93
Bill Pmt -Check	02/08/2019	5174	Certification Partners,...	X	-25.00	-79,050.93
Bill Pmt -Check	02/08/2019	5181	Godby Safe & Lock	X	-16.00	-79,066.93
Bill Pmt -Check	02/14/2019	5198	Speech Rehab Servl...	X	-3,937.50	-83,004.43
Bill Pmt -Check	02/14/2019	5195	GIS Benefits	X	-3,897.43	-86,901.86
Bill Pmt -Check	02/14/2019	5193	Daka Group Inc	X	-3,120.00	-90,021.86
Bill Pmt -Check	02/14/2019	5197	Spectrum Public Rel...	X	-1,300.00	-91,321.86
Bill Pmt -Check	02/14/2019	5199	Thyssenkrupp Eleva...	X	-630.01	-91,951.87
Bill Pmt -Check	02/14/2019	5190	American Express-9...	X	-596.81	-92,548.68
Bill Pmt -Check	02/14/2019	5196	Konica Minolta Busi...	X	-581.67	-93,130.35
Bill Pmt -Check	02/14/2019	5191	City of Boynton Bea...	X	-456.54	-93,586.89
Bill Pmt -Check	02/14/2019	5192	Comcast	X	-409.98	-93,996.87
Bill Pmt -Check	02/14/2019	5194	FL Consortium of Pu...	X	-250.00	-94,246.87
General Journal	02/15/2019	562	Payroll	X	-64,085.80	-158,332.67
General Journal	02/15/2019	562	Payroll	X	-18,789.00	-177,121.67
General Journal	02/15/2019	562	Payroll	X	-676.75	-177,798.42
General Journal	02/15/2019	562	Payroll	X	-225.30	-178,023.72
Bill Pmt -Check	02/22/2019	5200	CleanAll Supply	X	-648.55	-178,672.27
General Journal	02/28/2019	584	Payroll	X	-64,356.23	-243,028.50
General Journal	02/28/2019	584	Payroll	X	-18,694.49	-261,722.99
General Journal	02/28/2019	584	Payroll	X	-225.30	-261,948.29
General Journal	02/28/2019	584	Payroll	X	-92.65	-262,040.94
Check	02/28/2019			X	-4.05	-262,044.99
<b>Total Checks and Payments</b>					<b>-262,044.99</b>	<b>-262,044.99</b>
<b>Deposits and Credits - 3 Items</b>						
Deposit	02/08/2019			X	21,826.00	21,826.00
Deposit	02/08/2019			X	314,422.61	336,248.61
Deposit	02/28/2019			X	36.05	336,284.66
<b>Total Deposits and Credits</b>					<b>336,284.66</b>	<b>336,284.66</b>
<b>Total Cleared Transactions</b>					<b>74,239.67</b>	<b>74,239.67</b>
<b>Cleared Balance</b>					<b>74,239.67</b>	<b>232,132.72</b>

12:36 PM

03/14/19

## SouthTech Preparatory Academy

## Reconciliation Detail

1111 - South Tech Prep 9852918542, Period Ending 02/28/2019

Type	Date	Num	Name	Clr	Amount	Balance
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 5 Items</b>						
Bill Pmt -Check	01/11/2019	5142	Christine Air Service		-1,562.75	-1,562.75
Bill Pmt -Check	02/08/2019	5175	Charter School Servi...		-150.00	-1,712.75
Bill Pmt -Check	02/14/2019	5189	1325 Gateway, LLC		-51,329.53	-53,042.28
Bill Pmt -Check	02/22/2019	5201	Great American Fin...		-283.65	-53,325.83
Bill Pmt -Check	02/22/2019	5202	Sun Sentinel		-69.80	-53,395.63
Total Checks and Payments					-53,395.63	-53,395.63
Total Uncleared Transactions					-53,395.63	-53,395.63
Register Balance as of 02/28/2019					20,844.04	178,737.09
<b>New Transactions</b>						
<b>Checks and Payments - 23 Items</b>						
Bill Pmt -Check	03/01/2019	5207	FPL		-3,337.85	-3,337.85
Bill Pmt -Check	03/01/2019	5205	DSD Services Inc		-1,844.80	-5,182.75
Bill Pmt -Check	03/01/2019	5203	Citation Communica...		-277.16	-5,460.91
Bill Pmt -Check	03/01/2019	5204	CleanAll Supply		-142.70	-5,602.61
Bill Pmt -Check	03/01/2019	5206	Dziaba, Georgianna		-32.40	-5,635.01
Bill Pmt -Check	03/08/2019	5208	1325 Gateway, LLC		-51,328.80	-56,963.91
Bill Pmt -Check	03/08/2019	5209	Blue Cross/ Blue Shi...		-24,649.29	-81,613.20
Bill Pmt -Check	03/08/2019	5219	Palm Beach County ...		-4,124.18	-85,737.38
Bill Pmt -Check	03/08/2019	5216	Go Clean Inc.		-2,800.00	-88,537.38
Bill Pmt -Check	03/08/2019	5217	Life Insurance Com...		-1,971.95	-90,509.33
Bill Pmt -Check	03/08/2019	5221	Spectrum Public Rel...		-1,300.00	-91,809.33
Bill Pmt -Check	03/08/2019	5218	Maxis 360		-762.50	-92,571.83
Bill Pmt -Check	03/08/2019	5213	Dex Imaging		-451.61	-93,023.44
Bill Pmt -Check	03/08/2019	5220	Pro Tech		-400.00	-93,423.44
Bill Pmt -Check	03/08/2019	5212	Coast Professional Inc		-359.08	-93,782.52
Bill Pmt -Check	03/08/2019	5214	Elite Pest Solutions, ...		-150.00	-93,932.52
Bill Pmt -Check	03/08/2019	5211	CleanAll Supply		-105.34	-94,037.86
Bill Pmt -Check	03/08/2019	5210	Canteen Refreshme...		-71.79	-94,109.65
Bill Pmt -Check	03/08/2019	5215	ESRM Communicati...		-42.00	-94,151.65
General Journal	03/15/2019	589	Payroll		-66,794.18	-160,945.83
General Journal	03/15/2019	589	Payroll		-19,064.59	-180,010.42
General Journal	03/15/2019	589	Payroll		-270.70	-180,281.12
General Journal	03/15/2019	589	Payroll		-94.60	-180,375.72
Total Checks and Payments					-180,375.72	-180,375.72
<b>Deposits and Credits - 2 Items</b>						
Deposit	03/08/2019				21,841.00	21,841.00
Deposit	03/08/2019				314,922.11	336,763.11
Total Deposits and Credits					336,763.11	336,763.11
Total New Transactions					156,387.39	156,387.39
Ending Balance					177,231.43	335,124.48



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

Page 1 of 6

Statement Date: February 28, 2019

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

#### 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

>002314 2728604 0001 008229 20Z  
SOUTH TECH PREPARATORY ACADEMY, INC.  
OPERATING  
1300 SW 30TH AVENUE  
BOYNTON BEACH FL 33426



#### Customer Message Center

Please reference Statement Message section for important information regarding new business fees, effective March 1, 2019.

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

#### Account Summary

Statement Balance as of 01/31/2019			\$157,893.05
Plus	2	Deposits and Other Credits	\$336,248.61
Less	42	Withdrawals, Checks, and Other Debits	\$262,040.94
Less		Service Charge	\$4.05
Plus		Interest Paid	\$36.05
Statement Balance as of 02/28/2019			\$232,132.72

#### Interest Summary

Beginning Interest Rate	0.15%
Interest Paid this Statement Period	\$36.05
Interest Paid Year to Date	\$67.23
Interest Paid Prior Year 2018	\$711.11
Interest Withheld Prior Year 2018	\$0.00

BankUnited, N.A.



Statement Date: February 28, 2019

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

## Activity By Date

Date	Description	Withdrawals	Deposits	Balance
02/01/2019	CHECK #5165	\$165.24		\$157,727.81
02/04/2019	CHECK #5160	\$176.58		\$157,551.23
02/04/2019	CHECK #5164	\$456.54		\$157,094.69
02/04/2019	CHECK #5168	\$250.00		\$156,844.69
02/06/2019	CHECK #5171	\$1,027.27		\$155,817.42
02/06/2019	CHECK #5163	\$165.00		\$155,652.42
02/08/2019	PalmBeachSchools DIRECT PAY SOUTH TECH PREPARATORY		\$21,826.00	\$177,478.42
02/08/2019	PalmBeachSchools DIRECT PAY SOUTH TECH PREPARATORY		\$314,422.61	\$491,901.03
02/11/2019	CHECK #5172	\$150.00		\$491,751.03
02/12/2019	CHECK #5170	\$33,882.33		\$457,868.70
02/12/2019	CHECK #5178	\$4,050.00		\$453,818.70
02/13/2019	5BCW EEDIRDEP 5BCW_STP (BankU South Tech Academies	\$64,085.80		\$389,732.90
02/13/2019	5BCW TRUST 5BCW_STP (BankU South Tech Academies	\$225.30		\$389,507.60
02/14/2019	CHECK #5186	\$4,124.18		\$385,383.42
02/14/2019	5BCW BILLING 5BCW_STP (BankU South Tech Academies	\$676.75		\$384,706.67
02/14/2019	5BCW TAX 5BCW_STP (BankU South Tech Academies	\$18,789.00		\$365,917.67
02/15/2019	CHECK #5174	\$25.00		\$365,892.67
02/15/2019	CHECK #5179	\$42.00		\$365,850.67
02/15/2019	CHECK #5180	\$4,900.00		\$360,950.67
02/15/2019	CHECK #5181	\$16.00		\$360,934.67
02/20/2019	CHECK #5173	\$24,649.29		\$336,285.38
02/20/2019	CHECK #5176	\$359.08		\$335,926.30
02/21/2019	CHECK #5193	\$3,120.00		\$332,806.30
02/22/2019	CHECK #5177	\$725.61		\$332,080.69
02/22/2019	CHECK #5185	\$1,250.00		\$330,830.69

BankUnited, N.A.





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

Page 3 of 6

Statement Date: February 28, 2019

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

### Activity By Date

Date	Description	Withdrawals	Deposits	Balance
02/22/2019	CHECK #5190	\$596.81		\$330,233.88
02/22/2019	CHECK #5198	\$3,937.50		\$326,296.38
02/22/2019	CHECK #5199	\$630.01		\$325,666.37
02/25/2019	CHECK #5182	\$283.55		\$325,382.82
02/25/2019	CHECK #5183	\$2,037.36		\$323,345.46
02/25/2019	CHECK #5188	\$101.90		\$323,243.56
02/25/2019	CHECK #5191	\$456.54		\$322,787.02
02/25/2019	CHECK #5194	\$250.00		\$322,537.02
02/25/2019	CHECK #5197	\$1,300.00		\$321,237.02
02/26/2019	CHECK #5184	\$200.00		\$321,037.02
02/26/2019	CHECK #5196	\$581.67		\$320,455.35
02/26/2019	5BCW EEDIRDEP 5BCW_STP (BankU South Tech Academies	\$64,356.23		\$256,099.12
02/26/2019	5BCW TRUST 5BCW_STP (BankU South Tech Academies	\$225.30		\$255,873.82
02/27/2019	CHECK #5192	\$409.98		\$255,463.84
02/27/2019	5BCW BILLING 5BCW_STP (BankU South Tech Academies	\$92.65		\$255,371.19
02/27/2019	5BCW TAX 5BCW_STP (BankU South Tech Academies	\$18,694.49		\$236,676.70
02/28/2019	CHECK #5187	\$30.00		\$236,646.70
02/28/2019	CHECK #5195	\$3,897.43		\$232,749.27
02/28/2019	CHECK #5200	\$648.55		\$232,100.72
02/28/2019	Interest Paid		\$36.05	\$232,136.77
02/28/2019	Service Charge	\$4.05		\$232,132.72

### Check Transactions

Check #	Date	Amount	Check #	Date	Amount	Check #	Date	Amount
5160	02/04	\$176.58	5164	02/04	\$456.54	5168*	02/04	\$250.00
5163*	02/06	\$165.00	5165	02/01	\$165.24	5170*	02/12	\$33,882.33

BankUnited, N.A.

Statement Date: February 28, 2019

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

Check #	Date	Amount	Check #	Date	Amount	Check #	Date	Amount
5171	02/06	\$1,027.27	5182	02/25	\$283.55	5193	02/21	\$3,120.00
5172	02/11	\$150.00	5183	02/25	\$2,037.36	5194	02/25	\$250.00
5173	02/20	\$24,649.29	5184	02/26	\$200.00	5195	02/28	\$3,897.43
5174	02/15	\$25.00	5185	02/22	\$1,250.00	5196	02/26	\$581.67
5176*	02/20	\$359.08	5186	02/14	\$4,124.18	5197	02/25	\$1,300.00
5177	02/22	\$725.61	5187	02/28	\$30.00	5198	02/22	\$3,937.50
5178	02/12	\$4,050.00	5188	02/25	\$101.90	5199	02/22	\$630.01
5179	02/15	\$42.00	5190*	02/22	\$596.81	5200	02/28	\$648.55
5180	02/15	\$4,900.00	5191	02/25	\$456.54			
5181	02/15	\$16.00	5192	02/27	\$409.98			

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

**Rates by Date**

Date	Rate
01/31	0.15%

**Balances by Date**

Date	Balance	Date	Balance	Date	Balance	Date	Balance
01/31	\$157,893.05	02/11	\$491,751.03	02/20	\$335,926.30	02/27	\$236,676.70
02/01	\$157,727.81	02/12	\$453,818.70	02/21	\$332,806.30	02/28	\$232,132.72
02/04	\$156,844.69	02/13	\$389,507.60	02/22	\$325,666.37		
02/06	\$155,652.42	02/14	\$365,917.67	02/25	\$321,237.02		
02/08	\$491,901.03	02/15	\$360,934.67	02/26	\$255,873.82		

**Other Balances**

Minimum Balance this Statement Period	\$155,652.42
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BankUnited, N.A.





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

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Statement Date: February 28, 2019

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



Effective March 1, 2019, our Business Schedule of Fees will be changing. You may access the updated Business Schedule of Fees by visiting <https://www.bankunited.com/business/treasury-management-documents>. The pricing changes will be reflected beginning with your March statement. Should you have any questions, please contact our Client Care Center at 1-877-779-2265 or your Treasury Management Officer. Thank you for banking with us. We appreciate your business and look forward to continuing to serve your financial needs.

BankUnited, N.A.

02314 2728604 016233 016233 0005/0012

Statement Date: February 28, 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.**

8:47 AM

03/07/19

**SouthTech Preparatory Academy**

**Reconciliation Summary**

**1112 · South Tech Internal 8666, Period Ending 02/28/2019**

---

	<u>Feb 28, 19</u>
<b>Beginning Balance</b>	<b>115,764.08</b>
<b>Cleared Transactions</b>	
Checks and Payments - 5 Items	-8,555.30
Deposits and Credits - 7 Items	7,967.05
	<u>-588.25</u>
<b>Total Cleared Transactions</b>	<b>-588.25</b>
<b>Cleared Balance</b>	<b>115,175.83</b>
	<u><u>115,175.83</u></u>
<b>Uncleared Transactions</b>	
Checks and Payments - 1 Item	-200.00
	<u>-200.00</u>
<b>Total Uncleared Transactions</b>	<b>-200.00</b>
<b>Register Balance as of 02/28/2019</b>	<b>114,975.83</b>
	<u><u>114,975.83</u></u>
<b>Ending Balance</b>	<b>114,975.83</b>

6:47 AM

03/07/19

# SouthTech Preparatory Academy Reconciliation Detail

1112 - South Tech Internal 8666, Period Ending 02/28/2019

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						115,764.08
<b>Cleared Transactions</b>						
<b>Checks and Payments - 5 Items</b>						
Bill Pmt -Check	01/24/2019	200274	A & S Transportatio...	X	-165.00	-165.00
Bill Pmt -Check	02/14/2019	200277	Sonshine Education...	X	-7,715.00	-7,880.00
Bill Pmt -Check	02/14/2019	200275	American Express-9...	X	-619.91	-8,499.91
Bill Pmt -Check	02/14/2019	200276	Citi Cards (Costco)	X	-54.94	-8,554.85
Check	02/28/2019			X	-0.45	-8,555.30
<b>Total Checks and Payments</b>					<b>-8,555.30</b>	<b>-8,555.30</b>
<b>Deposits and Credits - 7 Items</b>						
Deposit	02/08/2019			X	1,414.00	1,414.00
Deposit	02/14/2019			X	46.00	1,460.00
Deposit	02/15/2019			X	4,573.00	6,033.00
Deposit	02/19/2019			X	37.50	6,070.50
Deposit	02/22/2019			X	803.00	6,873.50
Deposit	02/26/2019			X	1,080.00	7,953.50
Deposit	02/28/2019			X	13.55	7,967.05
<b>Total Deposits and Credits</b>					<b>7,967.05</b>	<b>7,967.05</b>
<b>Total Cleared Transactions</b>					<b>-588.25</b>	<b>-588.25</b>
<b>Cleared Balance</b>					<b>-588.25</b>	<b>115,175.83</b>
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 1 Item</b>						
Bill Pmt -Check	02/22/2019	200278	Catering Solutions L...		-200.00	-200.00
<b>Total Checks and Payments</b>					<b>-200.00</b>	<b>-200.00</b>
<b>Total Uncleared Transactions</b>					<b>-200.00</b>	<b>-200.00</b>
<b>Register Balance as of 02/28/2019</b>					<b>-788.25</b>	<b>114,975.83</b>
<b>Ending Balance</b>					<b>-788.25</b>	<b>114,975.83</b>






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


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Statement Date: February 28, 2019

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

### 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

>001284 2728604 0001 008229 10Z  
SOUTH TECH PREPARATORY ACADEMY, INC.  
INTERNAL  
1300 SW 30TH AVENUE  
BOYNTON BEACH FL 33426



### Customer Message Center

Please reference Statement Message section for important information regarding new business fees, effective March 1, 2019.

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

### Account Summary

Statement Balance as of 01/31/2019		\$115,764.08
Plus	6 Deposits and Other Credits	\$7,953.50
Less	4 Withdrawals, Checks, and Other Debits	\$8,554.85
Less	Service Charge	\$0.45
Plus	Interest Paid	\$13.55
Statement Balance as of 02/28/2019		\$115,175.83

### Interest Summary

Beginning Interest Rate	0.15%
Interest Paid this Statement Period	\$13.55
Interest Paid Year to Date	\$28.28
Interest Paid Prior Year 2018	\$151.80
Interest Withheld Prior Year 2018	\$0.00

BankUnited, N.A.

Statement Date: February 28, 2019

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

## Activity By Date

Date	Description	Withdrawals	Deposits	Balance
02/06/2019	CHECK #200274	\$165.00		\$115,599.08
02/08/2019	Customer Deposit		\$1,414.00	\$117,013.08
02/14/2019	Square Inc 190214P2 L209418825336 SouthTech Preparatory		\$46.00	\$117,059.08
02/15/2019	Customer Deposit		\$4,573.00	\$121,632.08
02/19/2019	Square Inc 190218P2 L209419747980 SouthTech Preparatory		\$37.50	\$121,669.58
02/22/2019	Customer Deposit		\$803.00	\$122,472.58
02/22/2019	CHECK #200275	\$619.91		\$121,852.67
02/25/2019	CHECK #200276	\$54.94		\$121,797.73
02/25/2019	CHECK #200277	\$7,715.00		\$114,082.73
02/26/2019	Customer Deposit		\$1,080.00	\$115,162.73
02/28/2019	Interest Paid		\$13.55	\$115,176.28
02/28/2019	Service Charge	\$0.45		\$115,175.83

## Check Transactions

Check #	Date	Amount	Check #	Date	Amount
200274	02/06	\$165.00	200276	02/25	\$54.94
200275	02/22	\$619.91	200277	02/25	\$7,715.00

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

## Rates by Date

Date	Rate
01/31	0.15%

## Balances by Date

Date	Balance	Date	Balance	Date	Balance	Date	Balance
01/31	\$115,764.08	02/14	\$117,059.08	02/22	\$121,852.67	02/28	\$115,175.83
02/06	\$115,599.08	02/15	\$121,632.08	02/25	\$114,082.73		
02/08	\$117,013.08	02/19	\$121,669.58	02/26	\$115,162.73		

BankUnited, N.A.





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

Page 3 of 4

Statement Date: February 28, 2019

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

## Other Balances

Minimum Balance this Statement Period

\$114,082.73



Effective March 1, 2019, our Business Schedule of Fees will be changing. You may access the updated Business Schedule of Fees by visiting <https://www.bankunited.com/business/treasury-management-documents>. The pricing changes will be reflected beginning with your March statement. Should you have any questions, please contact our Client Care Center at 1-877-779-2265 or your Treasury Management Officer. Thank you for banking with us. We appreciate your business and look forward to continuing to serve your financial needs.

BankUnited, N.A.

01284 2728604 006781 006781 0003/0006

Statement Date: February 28, 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**

**BankUnited, N.A.**

2:02 PM

03/05/19

**SouthTech Preparatory Academy**  
**Reconciliation Summary**  
1113 · ST Prep MM 8690, Period Ending 02/28/2019

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	<u>Feb 28, 19</u>
Beginning Balance	293,444.70
Cleared Transactions	
Deposits and Credits - 1 Item	<u>78.79</u>
Total Cleared Transactions	<u>78.79</u>
Cleared Balance	<u>293,523.49</u>
Register Balance as of 02/28/2019	<u>293,523.49</u>
Ending Balance	293,523.49

2:02 PM

03/05/19

**SouthTech Preparatory Academy**  
**Reconciliation Detail**  
**1113 - ST Prep MM 8690, Period Ending 02/28/2019**

Type	Date	Num	Name	Cir	Amount	Balance
Beginning Balance						293,444.70
Cleared Transactions						
Deposits and Credits - 1 Item						
Deposit	02/28/2019			X	78.79	78.79
Total Deposits and Credits					78.79	78.79
Total Cleared Transactions					78.79	78.79
Cleared Balance					78.79	293,523.49
Register Balance as of 02/28/2019					78.79	293,523.49
Ending Balance					78.79	293,523.49






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


Page 1 of 3


Statement Date: February 28, 2019

Account Number: \*\*\*\*\*8690

### 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

>004878 2724864 0001 008229 10Z  
SOUTH TECH PREPARATORY ACADEMY, INC.  
MONEY MARKET  
1300 SW 30TH AVENUE  
BOYNTON BEACH FL 33426



### Customer Message Center

Please reference Statement Message section for important information regarding new business fees, effective March 1, 2019.

## BUSINESS MONEY MARKET Account \*\*\*\*\*8690

### Account Summary

Statement Balance as of 01/31/2019			\$293,444.70
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	\$78.79
Statement Balance as of 02/28/2019			\$293,523.49

### Interest Summary

Beginning Interest Rate	0.35%
Interest Paid this Statement Period	\$78.79
Interest Paid Year to Date	\$165.99
Interest Paid Prior Year 2018	\$971.15
Interest Withheld Prior Year 2018	\$0.00

### Activity By Date

Date	Description	Withdrawals	Deposits	Balance
02/28/2019	Interest Paid		\$78.79	\$293,523.49

BankUnited, N.A.

Statement Date: February 28, 2019

Account Number: \*\*\*\*\*8690

**Rates By Date**

Date	Rate
01/31	0.35%

**Balances by Date**

Date	Balance	Date	Balance
01/31	\$293,444.70	02/28	\$293,523.49

**Other Balances**

Minimum Balance this Statement Period	\$293,444.70
---------------------------------------	--------------



Effective March 1, 2019, our Business Schedule of Fees will be changing. You may access the updated Business Schedule of Fees by visiting <https://www.bankunited.com/business/treasury-management-documents>. The pricing changes will be reflected beginning with your March statement. Should you have any questions, please contact our Client Care Center at 1-877-779-2265 or your Treasury Management Officer. Thank you for banking with us. We appreciate your business and look forward to continuing to serve your financial needs.





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

Page 3 of 3

Statement Date: February 28, 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.



**BankUnited**

**We appreciate your business.**

**Motion:**

I recommend that the Board approve and ratify the Charter school monthly Disbursement Reports for the month ending February 28, 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 by the President 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 President. All warrants have two signatories.

Attachments: Disbursement Report

**Presented By:**

Jim Kidd, Superintendent

**Financial Impact:**

There is no financial impact related to this item.

12:44 PM

03/14/19

Accrual Basis

# SouthTech Preparatory Academy

## Account QuickReport

As of February 28, 2019

Date	Num	Name	Amount
<b>1111 · South Tech Prep 9852918542</b>			
02/28/2019	584	Payroll	-64,356.23
02/15/2019	562	Payroll	-64,085.80
02/14/2019	5189	1325 Gateway, LLC	-51,329.53
02/08/2019	5173	Blue Cross/ Blue Shield	-24,649.29
02/15/2019	562	Payroll	-18,789.00
02/28/2019	584	Payroll	-18,694.49
02/08/2019	5180	Go Clean Inc.	-4,900.00
02/08/2019	5186	Palm Beach County School Distri...	-4,124.18
02/08/2019	5178	DSD Services Inc	-4,050.00
02/14/2019	5198	Speech Rehab Services LLC	-3,937.50
02/14/2019	5195	GIS Benefits	-3,897.43
02/14/2019	5193	Daka Group Inc	-3,120.00
02/08/2019	5183	Life Insurance Company of the S...	-2,037.36
02/14/2019	5197	Spectrum Public Relations	-1,300.00
02/08/2019	5185	McCollough, Keefe	-1,250.00
02/08/2019	5177	Dex Imaging	-725.61
02/15/2019	562	Payroll	-676.75
02/22/2019	5200	CleanAll Supply	-648.55
02/14/2019	5199	Thyssenkrupp Elevator Corp	-630.01
02/14/2019	5190	American Express-91010	-596.81
02/14/2019	5196	Konica Minolta Business Solutions	-581.67
02/14/2019	5191	City of Boynton Beach Utilities D...	-456.54
02/14/2019	5192	Comcast	-409.98
02/08/2019	5176	Coast Professional Inc	-359.08
02/08/2019	5182	Great American Financial Service	-283.55
02/22/2019	5201	Great American Financial Service	-283.55
02/14/2019	5194	FL Consortium of Public Charter ...	-250.00
02/15/2019	562	Payroll	-225.30
02/28/2019	584	Payroll	-225.30
02/08/2019	5184	Maxis 360	-200.00
02/08/2019	5175	Charter School Services Corp	-150.00
02/08/2019	5188	Verizon Wireless	-101.90
02/28/2019	584	Payroll	-92.65
02/22/2019	5202	Sun Sentinel	-69.80
02/08/2019	5179	ESRM Communications LLC	-42.00
02/08/2019	5187	Total Compliance Network Inc	-30.00
02/08/2019	5174	Certification Partners, LLC	-25.00
02/08/2019	5181	Godby Safe & Lock	-16.00
02/28/2019			-4.05
Total 1111 · South Tech Prep 9852918542			-277,604.91
<b>1112 · South Tech Internal 8666</b>			
02/14/2019	200277	Sonshine Educational Tours	-7,715.00
02/14/2019	200275	American Express-91010	-619.91
02/22/2019	200278	Catering Solutions LLC	-200.00
02/14/2019	200276	Citi Cards (Costco)	-54.94
02/28/2019			-0.45
Total 1112 · South Tech Internal 8666			-8,590.30
<b>TOTAL</b>			<b>-286,195.21</b>



**Motion:**

I recommend that the Board approve and ratify the monthly financial statements for month ending February 28, 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:**

Jim Kidd, Superintendent

**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 February 28, 2019 and For the Year Ending June 30, 2019**  
**February 28, 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	\$ 587,536	\$ -	\$ -	\$ -	\$ 587,536
Investments	1160					-
Grant receivables	1130	5,947				5,947
Other current assets	12XX	58,900				58,900
Deposits	1210	87,400				87,400
Due from other funds	1140					-
Other long-term assets	1400					-
Total Assets		<u>\$ 739,783</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 739,783</u>
<b>LIABILITIES AND FUND BALANCE</b>						
Liabilities						
Accounts payable	2120	\$ 60,750	\$ -	\$ -	\$ -	\$ 60,750
Salaries, benefits, and payroll taxes payable	2110, 2170, 2330	34,224				34,224
Deferred revenue	2410					-
Notes/bonds payable	2180, 2250, 2310, 2320					-
Lease payable	2315					-
Other liabilities	21XX, 22XX, 23XX	36,905				36,905
Total Liabilities		<u>131,879</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>131,879</u>
Fund Balance						
Nonspendable	2710	146,300				146,300
Restricted	2720					-
Committed	2730					-
Assigned	2740	70,975				70,975
Unassigned	2750	390,629				390,629
<b>Total Fund Balance</b>		<u>607,904</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>607,904</u>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>		<u>\$ 739,783</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 739,783</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 February 28, 2019 and For the Year Ending June 30, 2019**

FTE Projected	540								
	537	99% 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					35,722	215,905	324,880	66%
STATE SOURCES									
FEFP	3310	278,066	2,152,213	3,242,667	66%				
Capital outlay	3397			-					
Class size reduction	3355	43,622	339,016	509,358	67%				
School recognition	3361								
Other state revenue	33XX	-	7,500	81,500	9%				
LOCAL SOURCES									
Interest	3430	115	1,075	1,500	72%				
Local capital improvement tax	3413								
Other local revenue	34XX	8,787	84,770	107,500	79%				
<b>Total Revenues</b>		330,590	2,584,574	3,942,525	66%	35,722	215,905	324,880	66%
<b>Expenditures</b>									
Current Expenditures									
Instruction	5000	145,271	1,100,085	1,817,469	61%	13,884	119,327	211,173	57%
Instructional support services	6000	19,225	150,858	176,229	86%	15,489	105,478	113,707	93%
Board	7100	2,067	30,701	42,464	72%				
General administration	7200	17,839	142,749	216,443	66%				
School administration	7300	34,777	294,804	407,166	72%				
Facilities and acquisition	7400								
Fiscal services	7500	7,513	58,380	83,879	70%				
Food services	7600								
Central services	7700	5,496	52,672	100,182	53%				
Pupil transportation services	7800	36,164	236,507	335,000	71%				
Operation of plant	7900	70,897	542,080	805,150	67%				
Maintenance of plant	8100	3,377	31,723	54,375	58%				
Administrative technology services	8200	5,745	45,524	71,529	64%				
Community services	9100	10,266	38,263	100,000	38%				
Debt service	9200								
<b>Total Expenditures</b>		358,637	2,724,346	4,209,885	65%	29,373	224,805	324,880	69%
<b>Excess (Deficiency) of Revenues Over Expenditures</b>		(28,047)	(139,772)	(267,361)	52%	6,349	(8,900)	-	
<b>Other Financing Sources (Uses)</b>									
Transfers in	3600	28,175	164,006	361,000		-	8,900		
Transfers out	9700	-	(8,900)			(6,349)			
<b>Total Other Financing Sources (Uses)</b>		28,175	155,106	361,000	43%	(6,349)	8,900	-	
<b>Net Change in Fund Balances</b>		128	15,334	93,639		-	-	-	
Fund balances, beginning		607,776	661,294	661,294	100%				
Adjustments to beginning fund balance		-	(68,724)						
<b>Fund Balances, Beginning as Restated</b>		607,776	592,570	661,294	90%	-	-	-	
<b>Fund Balances, Ending</b>		\$ 607,904	\$ 607,904	754,933	81%	\$ -	\$ -	-	%

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
\$ -	\$ -	\$ -	%	\$ -	\$ -	\$ -	%	-	-	-	%
								35,722	215,905	324,880	66%
								278,066	2,152,213	3,242,667	66%
				21,826	164,006	272,808	60%	21,826	164,006	272,808	60%
								43,622	339,016	509,358	67%
								-	-	-	
								-	7,500	81,500	9%
								115	1,075	1,500	72%
							%	-	-	-	
								8,787	84,770	107,500	79%
-	-	-		21,826	164,006	272,808	60%	388,138	2,964,485	4,540,213	65%
								159,155	1,219,412	2,028,642	60%
								34,714	256,336	289,936	88%
								2,067	30,701	42,464	72%
								17,839	142,749	216,443	66%
								34,777	294,804	407,166	72%
								-	-	-	
								7,513	58,380	83,879	70%
								-	-	-	
								5,496	52,672	100,182	53%
								36,164	236,507	335,000	71%
								70,897	542,080	805,150	67%
								3,377	31,723	54,375	58%
								5,745	45,524	71,529	64%
								10,266	38,263	100,000	38%
								-	-	-	
-	-	-		-	-	-		388,010	2,949,151	4,534,765	65%
-	-	-		21,826	164,006	272,808	60%	128	15,334	5,447	281%
				(21,826)	(164,006)	(361,000)		28,175	172,906	361,000	
								(28,175)	(172,906)	(361,000)	
-	-	-		(21,826)	(164,006)	(361,000)		-	-	-	
-	-	-		-	-			128	15,334	5,447	
								607,776	661,294	661,294	100%
								-	(68,724)	-	
-	-	-		-	-	-		607,776	592,570	661,294	90%
\$ -	\$ -	\$ -	%	\$ -	\$ -	\$ -	%	\$ 607,904	\$ 607,904	\$ 666,741	91%

**Board Meeting  
April 11, 2019**

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

**Agenda Item  
PC-4**

**Motion:**

I recommend that the Board approve the Food Services Agreement for FY20 with the Sponsor and authorize the Superintendent to sign all related documents.

**Summary Information:**

This is a continuation of ongoing operations with the Sponsor. The contract is renewed on an annual basis.

Attachments: Charter School Food Service Agreement FY20

**Presented By:**

Jim Kidd, Superintendent

**Financial Impact:**

There is no financial impact for this item for the school, as operating revenues offset expenses.



THE SCHOOL DISTRICT OF PALM BEACH COUNTY  
SCHOOL FOOD SERVICE  
**CHARTER SCHOOL FOOD SERVICE  
OPERATION PLAN**

Fax completed form to the School District of Palm Beach County, Food Service Program at (561) 383-2043.

Small Program Name SouthTech Preparatory Academy, Inc.		School Number 3441	Food Service Contact James R. Kidd, Superintendent
Address (School Site) 1325 Gateway Blvd., Boynton Beach, FL 33426			
Temporary or Secondary Address			
Temporary or Secondary Telephone 561-318-8087		School Principal Nicole Handy, Principal	Principal Telephone 561-676-8707
Grade Level 6-8	Expected Opening Enrollment 550	Maximum Enrollment 550	Type of School Charter

School Hours: From 9:00 am To 3:45 pm

Breakfast Meal Hours (mandatory for elementary): From 08:25 a.m. To 08:55 a.m.

Lunch Meal Hours: From 10:35 am To 12:35 pm

Opening day of school (date) 8/12/2019

Operated by management company? ☐ Yes ☒ No

If "Yes", name company \_\_\_\_\_

Name of management company director \_\_\_\_\_

**Food Service Operation Plan Option (choose one option only)**

☐ \_\_\_\_\_ (school name) will become an independent Food Service Operator. The school will sign an Application-Agreement and Policy Statement with Food and Nutrition Management of the Florida Department of Education. The School will comply with all United States Department of Agriculture and Florida Department of Education laws and regulations.

☒ SouthTech Preparatory Academy, In \_\_\_\_\_ (school name) would like to contract with the School District of Palm Beach County for a Food Service Program. The School will become a "Satellite Food Service Program" of an assigned "Base Kitchen(s)" with a signed contract between the Charter School and the District.

\_\_\_\_\_  
Signature of Authorized School Official

\_\_\_\_\_  
Date



# **Food Service Annual Agreement CHARTER SCHOOL**

**THIS AGREEMENT** is made and entered as of this April 11, 2019, by and between the School Board of Palm Beach County, a Florida public body corporate (School Board), and SouthTech Preparatory Academy, Inc., a Florida nonprofit, d/b/a/SouthTech Prep, a charter school pursuant to Section 1001.33, Florida Statutes (Charter School).

**WHEREAS**, the School Board and the Charter School entered a Charter School Contract on April 11, 2019 (Contract); and

**WHEREAS**, the above Contract provided that separate agreements may be entered into for the provision of school food services in accordance with federal and state laws and regulations, including but not limited to §1002.33, Florida Statutes; and

**WHEREAS**, the Charter School desires for the School Board, and the School Board desires through its Department of School Food Services, to provide meal services for breakfast, lunch, and/or the after school snack program, and

**NOW, THEREFORE**, in consideration of the mutual covenants and conditions contained herein, the parties agree as follows:

- I. RECITALS.** The above recitations of facts set forth in the preceding “whereas” clauses are expressly incorporated herein and form a part of the terms of this Agreement.
- II. TERM OF AGREEMENT.** The term of this Agreement shall be for a school year, commencing on August 12, 2019 and terminating on June 30, 2019, unless otherwise terminated earlier as provided herein. Meal service will commence 30 days after approval of the Contract by School Board.

### **III. SCOPE OF SERVICES**

New Charter Schools that would like to enter into the Food Service Annual Agreement must do so prior to May 31 for the upcoming school year. Existing charters that wish to discontinue the Food Service Annual Agreement with School Food Service for the following school year must notify School Food Service Department in writing by April 30.

- A.** The School Board’s School Food Service Department shall operate the meal programs on behalf

of the Charter School, which may include the following:

1. School Breakfast Program, as authorized by 7 CFR Part 220
  2. National School Lunch Program, as authorized by 7 CFR Part 210
  3. Afterschool Snack Program, as authorized by 7 CFR 210 Subpart C.
  4. Child and Adult Care Feeding Program (CACFP), Afterschool Meal Program, under the direction of Department of Health.
  5. Community Eligibility Program – permits eligible schools to provide meal service to all students at no charge, regardless of economic status, authorized by the Healthy Hunger-Free Act of 2010.
- B.** The School Food Service Department of the School Board (hereinafter referred to as SFSD) will provide the Charter School with meals that meet the minimum meal pattern requirements for the National School Lunch Program and School Breakfast Program as to components and portion sizes specified by United States Department of Agriculture (USDA) guidelines.
- C.** SFSD shall plan, prepare, and organize meals for the Charter School through an assigned base kitchen (i.e., the kitchen designated by the Director of SFSD to prepare the meals for the Charter School).
- D.** Meals will be delivered by SFSD if the sustained daily lunch participation is maintained at 75 meals or greater for a period of thirty (30) consecutive school days, at any given time during the school year. If the daily lunch participation is less than 75 meals per day, the Charter School is responsible for picking up the meals from the assigned base kitchen.

#### **IV. CONDITIONS PRECEDENT TO OPERATION OF FOOD SERVICE PROGRAM**

- A.** In order for the Charter School to provide a school food service program through SFSD, the following condition(s) shall be met prior to the commencement of the services provided in Article 3 above.
1. The Charter School is responsible for obtaining a limited food service operating permit issued by the Palm Beach County Health Department (DOH).
  2. The Charter School must acquire and maintain any required certification or permit for the duration of this Agreement as required by 7 CFR § 210.16 (c).
  3. The Charter School must post all certifications, inspections, or permits as required by federal, state, and/or local law, or this Agreement.
  4. The Charter School must furnish to SFSD a copy of any certificates, inspections, or permits, required by this section within five (5) days of receipt. Such certificates, inspections or permits, and any renewals or amendments thereto, shall become automatically incorporated and included with this Agreement.
  5. The Charter School and SFSD shall agree to the meal times at least thirty (30) days before beginning the program. Changes to the meal service times must be submitted and approved by SFSD.
- B.** The Charter School will notify the SFSD 30 days prior to a change in location of the charter school. This will allow ample time to relocate the base kitchen, if necessary.
- C.** The DOH requires plan submittal and prior inspection of facility before meals service may be instituted. SFSD must be provided with a copy of the Operating Permit.

- V. COLLECTION OF THE MEAL PRICE.** SFSD shall provide an employee to accurately collect cash, and record meal counts and categories during the meal service if meals are delivered to the site

by SFSD. If meals are not delivered by the SFSD, the Charter School shall provide an employee to accurately collect cash, and record meal counts and categories during the meal service. Any Charter School student being provided a paid or reduced price meal and any adult shall be charged daily, consistent with this Agreement.

**VI. SCHOOL FOOD SERVICES DEPARTMENT CONTROL OF THE CHILD NUTRITION PROGRAM.** SFSD will maintain its responsibilities for administration of the food service program, in accordance with regulations and policies for USDA School Nutrition Programs. Specifically, SFSD will:

- A.** Retain control of the quality, extent, and general nature of the food service, including counting and claiming meals, and ordering and accounting for USDA commodities.
- B.** Ensure that the Child Nutrition Program conforms to the School Board's Agreement with the Florida Department of Agriculture and Consumer Services to participate in federally-funded Child Nutrition Programs.
- C.** Retain control of the nonprofit school food service account and overall financial responsibility for the nonprofit Child Nutrition Program.
- D.** Retain signature authority for the annual School Nutrition Programs State application and monthly claims by electronically submitting required information to the Florida Department of Agriculture and Consumer Services.
- E.** Retain control of the establishment of all prices, including price adjustments, for meals served under the nonprofit Child Nutrition Program account, e.g., pricing for reimbursable meals, a la carte service, and adult meals.
- F.** Retain title to USDA donated foods, ensuring that all USDA donated foods made available to the SFSD accrue only to the benefit of SFSD's nonprofit Child Nutrition Program.
- G.** Provide on-line Free and Reduced-Priced Meal application as determined by the SFSD, processing web site, and where applicable, provide free and reduced-price applications to the Charter School administration prior to the beginning of each school year. In the event of the Charter school participating in the Community Eligibility Provision Program, no Free and Reduced- Priced Meal application may be accepted or processed.
- H.** Retain responsibility for the review, approve or deny, certify and verify applications for free and reduced-price school meals in accordance with 7 CFR § 245. Provide hearings related to eligibility determinations in accordance with 7 CFR § 245.7. Provide hearings related to adverse actions resulting from verification in accordance with 7 CFR § 245.6(e).
- I.** Consolidate and file claims for reimbursement for meals served, and other responsibilities as required or assigned.
- J.** Maintain all applicable health certifications and assure that all state and local health regulations are being met for the preparation of foods in the base school.
- K.** Comply with Federal regulations for accommodating students with special dietary needs and provide specific meal preparation instructions to the Charter School to ensure reimbursable meals are prepared that meet the child's specific dietary restrictions.
- L.** Maintain full and accurate records to include daily, weekly, and monthly reports to comply with program requirements.
- M.** Assign a base school food service manager to provide oversight and manage the food service program for the Charter School, including monitoring to ensure compliance and the provision of technical assistance
- N.** Assign a food service employee to be responsible for the overall food service satellite operation

at the Charter School, if meals are delivered by SFSD.

- O. Assign a food service employee to monitor the Charter School food service program through periodic visits to ensure compliance with applicable federal and state laws and regulations, and local policies and procedures.

## **VII. CHARTER SCHOOL RESPONSIBILITIES**

### **A. Certification of Charter School Staff Person in ServSafe**

Prior to the commencement of the food services under this Agreement, the Charter School shall, at its own expense, have one or more of its employees certified in ServSafe for its food service program. When available, Charter Schools may attend classes provided by the SFSD which may reduce the cost of the certification. Base School Charters are not required to be ServSafe Certified as the School Food Service Manager assigned to the school will hold the required certification.

### **B. Support During the Provision of Meals.**

1. If the sustained daily lunch participation is maintained at seventy-five (75) meals or greater for a period of thirty (30) consecutive school days, the Charter School shall:
    - a) Upon request from SFSD, provide one (1) or more employees/volunteers paid by the charter school, hours to be determined by participation, to assist the SFS employee with unloading, loading food items from vehicle, serving meals and cleaning of food service area. The employees assigned to assist SFS must attend the annual mandatory trainings at the SFS office.
    - b) Provide adult supervision during the meal service period(s) to ensure that its' students, staff, and guests participating in the meal program engage in appropriate conduct in the food service area.
  2. If the sustained daily lunch participation is maintained at less than seventy- five (75) meals for a period of thirty (30) consecutive school days, meals will be picked up by the Charter, the Charter School shall:
    - a) Provide an appropriate vehicle that can accept and transport food in commercial hot and/or cold-holding equipment to ensure food safety.
    - b) Provide one (1) or more employees/volunteers paid by the charter school to accurately record meal distribution to maintain required accountability documentation. Such employees of the charter school must attend the annual mandatory trainings.
- C. Meals will be served only on school days approved by the School Board, consistent with the approved District calendar, except where a variance is approved by SFSD.**
- D. The provision of food for Field Trips must be approved 30 days in advance by SFSD.**
- E. Adequate Facilities and Space.** The Charter School will make available, without any cost or charge to the School Board, area(s) of the premises agreeable to both parties in which SFSD shall render its services. The Charter School will make any structural changes needed to comply with federal, state, or local laws, ordinances, rules, and regulations. School must make parking areas available that are easily accessible for food delivery.
- F. Network Requirements.** For POS connectivity, SFSD requires a hard wired Ethernet connection in the immediate vicinity of the POS registers terminating DIRECTLY into your ISP's Device (i.e. Cable Modem). This must bypass your internal firewall. Wireless connection is not acceptable. Internet Service Provider must be broadband or greater capability; DSL is not sufficient. Wireless access for

alternative feeding locations maybe required if alternative locations are requested and approved by School Food Service Department.

- G. *Provision of Equipment.*** The Charter School will be responsible for providing and maintaining all necessary food service equipment needed to operate a kitchen to serve and heat meals as outlined in **Exhibit "A"**, attached and incorporated hereto. The Charter School will install any equipment needed to comply with federal, state, or local laws, ordinances, rules, and regulations. If equipment is not operating properly, meals will be adjusted to ensure food safety. Base School Charters **MUST** have all required equipment to serve the maximum enrollment.
- H. *Potable Water for Food Service Area.*** The Charter School shall have available potable water, at no charge, for students in the meal service area. The Charter School may implement this requirement by offering water pitchers and paper cups on lunch tables, a water fountain in the food service area, or a water fountain that allows students to fill their own bottles or cups with drinking water. In accordance with law, whatever solution is chosen by the Charter School, the water must be made available without restriction in the food service area.
- I. *Required Posting in Food Service Area.*** Annually the Charter School shall post *Justice for All* posters in all areas where food and snacks are served as required by USDA. Posters will be provided by the School Food Service Department to the Charter School at no cost.
- J. *Free and Reduced Price Meals Applications.*** A small supply of Free and Reduced Price Meal Applications will be provided by SFSD base school manager if needed; however, the preferred method for completing the applications is through the online application process. The Charter School shall return completed Free and Reduced Price Meal Applications to the SFSD on the day the charter school receives them.
- K. *Confidentiality.*** As stated in the School Food Service Management Policy 6.185 Section (7), student lunch status may only be shared with individuals outside of those responsible for the operation of the National School Lunch Program in limited situations. In order for SFS to share information there must be a legitimate "need to know" to provide a service or carry out an activity and the activity must be educational in nature. Only the person signing the form (PBSD 2528) may have access to the lunch status data and that person may not share the information with others. Teachers, guidance counselors, principals, etc. who are not providing such assistance may not have access. School Food Service (SFS) must secure a Confidentiality Agreement for Disclosure of Student Lunch Status Information (PBSD 2528) form, signed by the staff member responsible for the specific activity, prior to situations where the need for information is ongoing in nature. The Confidentiality Agreement shall be valid for the current school year in which the agreement is submitted to SFS. In the case of ESE testing for gifted services, the staff member responsible for determining who will need to complete the form for plan B (scoring for ESE Services), will need to sign the Confidentiality Agreement.
- L. *Meal Pricing.*** The Charter School shall follow the same meal pricing system established for all schools operated by the School Board. The School Board adopts the meal pricing for all meals.
- M. *Notifications/Communications to SFSD.*** The Charter School is responsible for communicating with the base school food service manager on a daily basis or as needed concerning: daily counts, status of student payments, Free and Reduced-Priced Meal applications, type(s) of meal service required, special needs, etc. The Charter School shall communicate the number of meals needed via email, fax or by emailing the scanned Meal Order form to the school food service manager at a time agreed upon by both parties.

- N. *Meal Accountability.*** The Charter School shall follow procedures for assuring accuracy at the point of meal service (determined by the SFSD) and will comply with all federal, state, and local rules and ordinances pertaining to the administration of the program, including but not limited to, reporting any known student food allergies.
- O. *Compliance with Laws and Regulations.*** The Charter School will comply with all applicable federal, state, and/or local laws, regulations, rules, procedures and guidelines, as now or hereafter amended, pertaining to the administration of the programs provided by SFSD.
- P. *Competitive Foods Regulations.*** The sale of foods and beverages on school grounds shall be limited to those provided by SFSD and shall comply with USDA Smart Snacks in School guidelines as stated in Section 5, Sale of Competitive Food and Beverages, in School Board Policy **6.185** (School Food Service Management Policy), as now or hereafter amended. Failure of the Charter School to comply with the School Board's policy governing competitive food sales jeopardizes funding through the National School Lunch Program, and may result in immediate termination of this Agreement.
- Q. *Pick-up of Meals, Required if Less Than 75 Meals.*** If the Charter School is required to pick up its meals from SFSD base school, due to the number of participants as provided herein, SFSD shall identify the base school kitchen for the pick-up of the meals. The Charter School shall transport the meals in approved commercial hot and/or cold-holding equipment, provided by the SFSD.
- R. *Maintenance of Reports.*** The Charter School will maintain the records necessary for the SFSD to complete any required monitoring, inspecting, or auditing activities under this Agreement.
- S. *Annual Training of Staff.*** The Charter School shall annually, at its own expense, provide designated employee(s) to attend and participate in an annual mandatory training administered by SFSD to ensure the Charter School is up-to-date on all regulations and procedures. It is recommended that the Principal or Assistant Principal attend the meeting, to ensure that all the information needed is received. This training will cover accountability, safety and sanitation, the free and reduced application process, offer VS serve, civil rights, and meal service requirements. This meeting is will be held during the summer months prior to the beginning of each new school year. It is a MANDATORY Training.
- T. *Wellness Promotion Policy.*** All Charter Schools must comply with the *District's Wellness Promotion Policy (2.035)* and the *Wellness Promotion Goals and Objectives*. Charters Schools are required to assess school compliance with this Policy. Each Charter School Principal shall designate an Assistant Principal and Wellness Champion at each school as the Wellness Promotion designees, to ensure that the Charter School complies with this Policy.
- U. *Healthy School Teams (HST).*** Florida Administrative Code 5P-2.002, requires each school to establish a Healthy School Team. Each Charter School Principal will default as the Healthy School Team Leader and has the option to appoint someone else to this two-year commitment. In addition to creating a culture of wellness on the school campus, leaders of this team are required to ensure school food fundraisers, are compliant with the Smart Snacks in School Rule, track food fundraisers and complete and submit the annual HST online assessment before the end of the school year. Additionally, during years where a HST conference is being held, Charter Schools are expected to have either the Principal or Assistant Principal, the HST Leader and the Wellness Champion attend the conference.
- V. Online Meal Payments and Fees in School Meal Program. (Optional)**



- a) Charter schools that would like to establish a prepayment account through the School Board's online prepayment vendor may opt to do so at the district's site license cost along with any additional required fees. These costs will be incurred by the charter school.
- b) Charter school agrees to pay the annual fee as follows (initial one payment option):
  - \_\_\_\_\_ Charter school will make a payment by check or internal funds transfer to the School Board (School Food Service).
  - \_\_\_\_\_ Charter school authorizes the School Board (district) to deduct the cost from FFEP funds prior to transferring \_\_\_\_\_ funds to charter.
  - \_\_\_\_\_ Charter school authorizes the district to deduct an equal monthly payment for eight months, starting in September, from the FFEP funds. In the event that this is signed after September, the monthly payment will be calculated by dividing the total cost over the number of months left in the school year.

**W. Negative Balance Communications.** Charter Schools are required to communicate to parents/guardians with regard to any negative balances accrued. Procedures will be followed as to the methods set forth in School Food Service policies and procedures.

## **VIII. HEALTH AND SANITATION**

- A. *Health Inspection Requirements.*** SFSD and the Charter School agree that federal, state, and local health and sanitation requirements will be met at all times. The Charter School will obtain and maintain all federal, state, and local health certifications and regulations that apply to its school eating facilities and any other facilities in which meals are prepared and/or served. SFSD will maintain applicable health certifications for any base school in which meals are prepared. All food at the base schools will be properly stored, prepared, packaged, and transported free of contamination and at appropriate temperatures. The Charter School shall send a copy of the Health Inspection to School Food Service Department after each Health Inspection.
- B. *Safekeeping of Food.*** All food that is delivered by the SFSD base school will arrive at the school site at the required temperatures for safe consumption. All food temperatures shall be verified and documented by the SFSD or charter employee, as required on the Satellite Delivery Report. All food will arrive free of contamination and in sanitary, temperature-controlled containers. Food items that have been delivered by the SFSD base school must be transferred to hot and/or cold-holding equipment that maintain proper temperatures. The Charter School shall provide the hot and/or cold-holding equipment. If the Charter School is required to pick-up its' meals as provided by this contract, all food temperatures shall be verified and documented before the items leave the SFSD base school. Once the food leaves the SFS base school, it becomes the responsibility of the charter school.
- C. *Inspections.*** The School Food Service Department, the Florida Department of Agriculture and Consumer Services, and the US Department of Agriculture reserve the right to inspect the Charter School's kitchen and dining facilities without notice, at any time.

## **IX. RECORDKEEPING**

The Charter School agrees that all records pertaining to the operation of meal service are the property of the SFSD.

## **X. TERMINATION/SUSPENSION**

- A.** This Agreement may be terminated before expiration of its term upon any of the following conditions:
- 1. *Automatic Termination.*** This Agreement shall automatically terminate upon the School Board's termination of the District's Charter School Agreement with the Charter School.
  - 2. *By the Parties.*** Both parties may agree in writing to the termination of this Agreement; or, any time by a party, upon the giving of a thirty (30) day written notice (delivered by certified mail, return receipt requested) to the other party.
  - 3. *For Cause.*** This Agreement may be terminated in whole or in part by either party in the event of substantial failure by the other party to fulfill its obligations under this Agreement; provided that no such termination may be implemented unless and until the other party is given 1) at least thirty (30) days written notice (delivered by certified mail, return receipt requested) of intent to terminate, and 2) an opportunity for consultation with the terminating party, followed by a reasonable opportunity, of not more than ten (10) working days to rectify the defects in products or performance, prior to termination. For purposes of this subparagraph, substantial failure will include, but is not limited to the Charter School or SFSD's failure to adhere to, or violation of, any of the provisions of this Agreement.
- B.** This Agreement shall be suspended upon direction of the Department of Health, meals may be suspended for an undetermined period of time if the facility is found to be out of compliance with health and safety regulations. The Charter School shall pay the SFSD for any outstanding monies collected within 15 days of termination or suspension.

## **XI. LEGAL STATUS UPON TERMINATION**

Upon termination or revocation of this Agreement, all legal associations between the School Board, its SFSD, and the Charter School with regard to the services identified herein shall be severed.

## **XII. WAIVER OF SUBROGATION**

In the event of loss, damage or injury to Charter School and/or Charter School's property, Charter School shall look solely to any insurance in its favor without making any claim against the School Board of Palm Beach County. Charter School hereby waives any right of subrogation against the School Board of Palm Beach County, for loss, damage or injury within the scope of Charter School's insurance, and on behalf of itself and its insurer, waives all such claims against the School Board of Palm Beach County.

## **XIII. INDEMNITY**

The Charter School shall indemnify and hold harmless the School Board from and against all liabilities, claims, demands, suits, causes of action, loss, and expenses including attorney's fees, of any and every kind and nature arising from the negligent or intentional act of agents or employees of the Charter School in connection with the provision of breakfasts, lunches, and after school snacks under this Agreement. Nothing herein shall be deemed to constitute a waiver of sovereign immunity on the part of the School Board or to reduce any protection from suit or judgment afforded to the School Board under Florida law. This provision shall survive termination of this Agreement and shall be binding on the parties, successors, representatives, and assigns, and cannot be waived or varied.

#### **XIV. INSURANCE**

Insurance will be required as stated below. The School Board shall be named as an Additional Insured. The Charter School shall provide the Certificate(s) of Insurance for required coverage within seven (7) days of the date of request by the School Food Service Department, but in any respect at least thirty (30) days prior to the commencement of any Term.

**COMMERCIAL GENERAL LIABILITY.** Charter School shall procure and maintain, for the life of the contract, Commercial General Liability Insurance. This policy shall provide coverage for death, bodily injury, personal injury, products and completed operations liability and property damage that could arise directly or indirectly from the performance of the contract. It must be an occurrence form policy. **THE SCHOOL BOARD OF PALM BEACH COUNTY SHALL BE NAMED AS AN ADDITIONAL INSURED ON THE CERTIFICATE FOR COMMERCIAL GENERAL LIABILITY INSURANCE.**

The minimum limits of coverage shall be \$1,000,000 per occurrence, Combined, Single Limit for Bodily Injury Liability and Property Damage Liability.  
Required Endorsements:

- Additional Insured – CG 20 26 or CG 20 10 and CG 20 37 or their equivalents.

Note: CG 20 10 or CG 2026 must be accompanied by CG 20 37 to include products/completed operations.

- Waiver of Transfer Rights of Recovery – CG 24 04 or its equivalent.
- Primary and noncontributory – CG 2001 or its equivalent.

Note: If blanket endorsements are being submitted, please include the entire endorsement and applicable policy number.

#### **XV. ACCOUNTABILITY REQUIREMENTS**

**A. On-Site Inspections/ Reviews.** Authorized representatives of the SFSD, the State of Florida, and USDA shall have the right to conduct on-site administrative inspections/reviews of the food service operation without prior notification.

- B. *Review of Invoices, Bills, and Pertinent Records.*** SFSD shall oversee all provisions of the Agreement, including but not limited to, Federal rules and regulations, crediting for and use of USDA Commodities, as applicable.
- C. *Recordkeeping.*** The Charter School shall maintain such records as SFSD will need to support its claim for reimbursement under the National School Lunch Act and Child Nutrition Act including accurate records of student attendance. Attendance must be documented daily in the district's student information system.
- D. *Inspections and Audits.*** The School District is subject to various audits that may require on-site inspections by representatives of the School Board, SFSD, Florida Department of Agriculture and Consumer Services, USDA, the United States Comptroller General, or the United States General Accounting Office.
- E.** Charter School agrees and understands that the School Board's Office of Inspector General, or any other duly authorized representative of the School Board, shall have unrestricted access to all papers, books, records, documents and information, personnel and processes, data, computer hard drives, emails, instant messages, facilities, or other assets owned or used by Charter School with regards to this Agreement.
1. The Inspector General, or any other duly authorized representative of the School Board, Florida Department of Agriculture and Consumer Services or USDA, shall be entitled to audit the books and records of Charter School to the extent that such books, documents, papers, and records relate to any payment or the performance of this Agreement.
  2. In the event Charter School maintains its records or Agreement information in electronic format, upon request of the School Board's Inspector General or auditors, Charter School will provide a download of its records or Agreement information in an electronic format allowing readership acceptable by the School Board's auditors

## **XVI. NONDISCRIMINATION**

Both the Charter School and SFSD agree that no child who participates in the food service program will be discriminated against on the basis of race, color, national origin, gender identity or expression, sex, age, gender, disability, gender identity or expression, and shall comply with the USDA Food Nutrition Services Instruction 113-6, Civil Rights Compliance and Enforcement in School Nutrition Programs.

## **XVII. MISCELLANEOUS**

- A. *Headings.*** The headings contained herein are for convenience in reference and are not intended to define, limit, extend, or describe the scope of any provisions of this Agreement.
- B. *Successors and Assigns.*** The provisions of this Agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective officers, employees, successors, and assigns. Notwithstanding the foregoing, the rights and obligations of either party to this Agreement may not be subcontracted, transferred, conveyed, assigned or otherwise disposed of without the prior written consent of the other party hereto, which consent shall not be unreasonably withheld.
- C. *Compliance with All Laws.*** Charter School shall comply with all applicable federal, state, and local ordinances pertaining to the Services under this Agreement.

- D. Severability.** If any section, sentence, clause, phrase, provision, or other portion of this Agreement is, for any reason, held invalid or unconstitutional by a court or other body of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions of the Agreement.
- E. Amendments.** No amendment to this Agreement shall be binding on either party hereto unless such amendment is in writing and executed by both parties with the same formality as this Agreement.
- F. Applicable Law and Venue.** This Agreement will be construed in accordance with the laws of the State of Florida. Venue for any actions brought pursuant to this Agreement will be in Palm Beach County, Florida, or in the U.S. District Court for the Southern District of Florida.
- G. Singular/Plural.** Whenever used, the singular will include the plural, the plural the singular, and the use of any gender will include both genders.
- H. No Waiver of Rights.** No failure or successive failures on the part of either party to enforce any covenant or agreement, and no waiver or successive waivers of any condition of this Agreement, shall operate as a discharge of such covenant, agreement, or condition, or render the same invalid, or impair the right of either party to enforce the same in the event of any subsequent breach or breaches. No failure on the part of either party to this Agreement to exercise, and no delay in exercising, any right, power, or remedy under this Agreement shall operate as a waiver thereof, nor shall any single or partial exercise of any right under this Agreement preclude any other or further exercise thereof or the exercise of any other right.
- I. Counterparts.** This Agreement may be executed in one or more counterparts and each counterpart shall, for all purposes, be deemed as original, but all such counterparts shall together constitute but one and the same instrument.
- J. Entire Agreement.** This Agreement, including any Exhibits hereto, contains all the terms and conditions agreed upon by the parties. No other agreements, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind either party hereto.
- K. Public Records Law.** Each party shall maintain its own respective records and documents associated with this Agreement in accordance with the records retention requirements applicable to public records. Each party shall be responsible for compliance with any public documents request served upon it pursuant to Section 119.07, Florida Statutes, and any resultant award of attorney's fees for non-compliance with that law. Failure by either party to grant such public access shall be grounds for immediate unilateral cancellation of this Agreement by the party not in violation.
- L. Charter School Authority to Enter into Contract.** The Charter School expressly affirms that the signatories on its behalf who sign below have the authority to enter into this Agreement on behalf of the Charter School and that the Board of Directors of the Charter School has duly approved this contract.

This Agreement Template has been approved by the following School District of Palm Beach County officials.

SCHOOL BOARD OF  
PALM BEACH COUNTY, FLORIDA

By: Frank A. Barbieri, Jr. Date: 1/30/19  
Frank A. Barbieri, Jr., Esq., Chairman

ATTEST:  
Donald E. Fennoy II  
Donald E. Fennoy II, Ed. D., Superintendent of Schools

Date: 1/31/19

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY

K. H. H. H. Date: 1/16/19  
Office of General Counsel

IN WITNESS WHEREOF, the parties hereto have set their hands and seals effective as of the date and year first written above.

THE SCHOOL DISTRICT OF PALM BEACH COUNTY, SCHOOL FOOD SERVICE DIRECTOR

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

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

CHARTER SCHOOL SouthTech Preparatory Academy, Inc. a Florida nonprofit  
corporation, d/b/a SouthTech Prep

By: \_\_\_\_\_

Print Name: James R. Kidd

Title: Superintendent Date: \_\_\_\_\_



**SOUTHTECH SUCCESS CENTER, INC.**  
**FOUNDING BOARD**  
**CONSENT AGENDA**  
**April 11, 2019**

**Administrative Items**

**None.**

**Personnel Items**

**None.**

**Financial Items**

I recommend that the board approve the Food Services Agreement for FY20 with the Sponsor and authorize the Superintendent to sign all related documents.

**Board Meeting  
April 11, 2019**

**Governing Board of Directors  
SouthTech Success Center, Inc.**

**Agenda Item  
SCC-1**

**Motion:**

I recommend that the Board approve the Food Services Agreement for FY20 with the Sponsor and authorize the Superintendent to sign all related documents.

**Summary Information:**

This is a continuation of ongoing operations with the Sponsor. The contract is renewed on an annual basis.

Attachments: Charter School Food Service Agreement FY20

**Presented By:**

Jim Kidd, Superintendent

**Financial Impact:**

There is no financial impact for this item for the school, as operating revenues offset expenses.



THE SCHOOL DISTRICT OF PALM BEACH COUNTY  
SCHOOL FOOD SERVICE  
**CHARTER SCHOOL FOOD SERVICE  
OPERATION PLAN**

Fax completed form to the School District of Palm Beach County, Food Service Program at (561) 383-2043.

Small Program Name SouthTech Success Center, Inc.		School Number TBD	Food Service Contact James R. Kidd
Address (School Site) 1300 SW 30th Avenue, Boynton Beach, FL 33426			
Temporary or Secondary Address			
Temporary or Secondary Telephone 561-369-7011	School Principal Maynard Harvey, Principal		Principal Telephone 561-369-7031
Grade Level 9-12	Expected Opening Enrollment 125	Maximum Enrollment 125	Type of School Charter

School Hours: From 7:00 am To 1:45 pm

Breakfast Meal Hours (mandatory for elementary): From 06:30 a.m. To 06:55 a.m.

Lunch Meal Hours: From 10:45 am To 11:15 am

Opening day of school (date) 8/12/2019

Operated by management company? ☐ Yes ☒ No

If "Yes", name company \_\_\_\_\_

Name of management company director \_\_\_\_\_

**Food Service Operation Plan Option (choose one option only)**

☐ \_\_\_\_\_ (school name) will become an independent Food Service Operator. The school will sign an Application-Agreement and Policy Statement with Food and Nutrition Management of the Florida Department of Education. The School will comply with all United States Department of Agriculture and Florida Department of Education laws and regulations.

☒ SouthTech Success Center, Inc. \_\_\_\_\_ (school name) would like to contract with the School District of Palm Beach County for a Food Service Program. The School will become a "Satellite Food Service Program" of an assigned "Base Kitchen(s)" with a signed contract between the Charter School and the District.

\_\_\_\_\_  
Signature of Authorized School Official

\_\_\_\_\_  
Date

# **Food Service Annual Agreement CHARTER SCHOOL**

**THIS AGREEMENT** is made and entered as of this April 11, 2019, by and between the School Board of Palm Beach County, a Florida public body corporate (School Board), and SouthTech Success Center, Inc., a Florida nonprofit, d/b/a/SouthTech Success Center, a charter school pursuant to Section 1001.33, Florida Statutes (Charter School).

**WHEREAS**, the School Board and the Charter School entered a Charter School Contract on April 11, 2019 (Contract); and

**WHEREAS**, the above Contract provided that separate agreements may be entered into for the provision of school food services in accordance with federal and state laws and regulations, including but not limited to §1002.33, Florida Statutes; and

**WHEREAS**, the Charter School desires for the School Board, and the School Board desires through its Department of School Food Services, to provide meal services for breakfast, lunch, and/or the after school snack program, and

**NOW, THEREFORE**, in consideration of the mutual covenants and conditions contained herein, the parties agree as follows:

- I. RECITALS.** The above recitations of facts set forth in the preceding “whereas” clauses are expressly incorporated herein and form a part of the terms of this Agreement.
- II. TERM OF AGREEMENT.** The term of this Agreement shall be for a school year, commencing on August 12, 2019 and terminating on June 30, 2019, unless otherwise terminated earlier as provided herein. Meal service will commence 30 days after approval of the Contract by School Board.

### **III. SCOPE OF SERVICES**

New Charter Schools that would like to enter into the Food Service Annual Agreement must do so prior to May 31 for the upcoming school year. Existing charters that wish to discontinue the Food Service Annual Agreement with School Food Service for the following school year must notify School Food Service Department in writing by April 30.

- A.** The School Board’s School Food Service Department shall operate the meal programs on behalf

of the Charter School, which may include the following:

1. School Breakfast Program, as authorized by 7 CFR Part 220
  2. National School Lunch Program, as authorized by 7 CFR Part 210
  3. Afterschool Snack Program, as authorized by 7 CFR 210 Subpart C.
  4. Child and Adult Care Feeding Program (CACFP), Afterschool Meal Program, under the direction of Department of Health.
  5. Community Eligibility Program – permits eligible schools to provide meal service to all students at no charge, regardless of economic status, authorized by the Healthy Hunger-Free Act of 2010.
- B.** The School Food Service Department of the School Board (hereinafter referred to as SFSD) will provide the Charter School with meals that meet the minimum meal pattern requirements for the National School Lunch Program and School Breakfast Program as to components and portion sizes specified by United States Department of Agriculture (USDA) guidelines.
- C.** SFSD shall plan, prepare, and organize meals for the Charter School through an assigned base kitchen (i.e., the kitchen designated by the Director of SFSD to prepare the meals for the Charter School).
- D.** Meals will be delivered by SFSD if the sustained daily lunch participation is maintained at 75 meals or greater for a period of thirty (30) consecutive school days, at any given time during the school year. If the daily lunch participation is less than 75 meals per day, the Charter School is responsible for picking up the meals from the assigned base kitchen.

#### **IV. CONDITIONS PRECEDENT TO OPERATION OF FOOD SERVICE PROGRAM**

- A.** In order for the Charter School to provide a school food service program through SFSD, the following condition(s) shall be met prior to the commencement of the services provided in Article 3 above.
1. The Charter School is responsible for obtaining a limited food service operating permit issued by the Palm Beach County Health Department (DOH).
  2. The Charter School must acquire and maintain any required certification or permit for the duration of this Agreement as required by 7 CFR § 210.16 (c).
  3. The Charter School must post all certifications, inspections, or permits as required by federal, state, and/or local law, or this Agreement.
  4. The Charter School must furnish to SFSD a copy of any certificates, inspections, or permits, required by this section within five (5) days of receipt. Such certificates, inspections or permits, and any renewals or amendments thereto, shall become automatically incorporated and included with this Agreement.
  5. The Charter School and SFSD shall agree to the meal times at least thirty (30) days before beginning the program. Changes to the meal service times must be submitted and approved by SFSD.
- B.** The Charter School will notify the SFSD 30 days prior to a change in location of the charter school. This will allow ample time to relocate the base kitchen, if necessary.
- C.** The DOH requires plan submittal and prior inspection of facility before meals service may be instituted. SFSD must be provided with a copy of the Operating Permit.

- V. COLLECTION OF THE MEAL PRICE.** SFSD shall provide an employee to accurately collect cash, and record meal counts and categories during the meal service if meals are delivered to the site

by SFSD. If meals are not delivered by the SFSD, the Charter School shall provide an employee to accurately collect cash, and record meal counts and categories during the meal service. Any Charter School student being provided a paid or reduced price meal and any adult shall be charged daily, consistent with this Agreement.

**VI. SCHOOL FOOD SERVICES DEPARTMENT CONTROL OF THE CHILD NUTRITION PROGRAM.** SFSD will maintain its responsibilities for administration of the food service program, in accordance with regulations and policies for USDA School Nutrition Programs. Specifically, SFSD will:

- A.** Retain control of the quality, extent, and general nature of the food service, including counting and claiming meals, and ordering and accounting for USDA commodities.
- B.** Ensure that the Child Nutrition Program conforms to the School Board's Agreement with the Florida Department of Agriculture and Consumer Services to participate in federally-funded Child Nutrition Programs.
- C.** Retain control of the nonprofit school food service account and overall financial responsibility for the nonprofit Child Nutrition Program.
- D.** Retain signature authority for the annual School Nutrition Programs State application and monthly claims by electronically submitting required information to the Florida Department of Agriculture and Consumer Services.
- E.** Retain control of the establishment of all prices, including price adjustments, for meals served under the nonprofit Child Nutrition Program account, e.g., pricing for reimbursable meals, a la carte service, and adult meals.
- F.** Retain title to USDA donated foods, ensuring that all USDA donated foods made available to the SFSD accrue only to the benefit of SFSD's nonprofit Child Nutrition Program.
- G.** Provide on-line Free and Reduced-Priced Meal application as determined by the SFSD, processing web site, and where applicable, provide free and reduced-price applications to the Charter School administration prior to the beginning of each school year. In the event of the Charter school participating in the Community Eligibility Provision Program, no Free and Reduced- Priced Meal application may be accepted or processed.
- H.** Retain responsibility for the review, approve or deny, certify and verify applications for free and reduced-price school meals in accordance with 7 CFR § 245. Provide hearings related to eligibility determinations in accordance with 7 CFR § 245.7. Provide hearings related to adverse actions resulting from verification in accordance with 7 CFR § 245.6(e).
- I.** Consolidate and file claims for reimbursement for meals served, and other responsibilities as required or assigned.
- J.** Maintain all applicable health certifications and assure that all state and local health regulations are being met for the preparation of foods in the base school.
- K.** Comply with Federal regulations for accommodating students with special dietary needs and provide specific meal preparation instructions to the Charter School to ensure reimbursable meals are prepared that meet the child's specific dietary restrictions.
- L.** Maintain full and accurate records to include daily, weekly, and monthly reports to comply with program requirements.
- M.** Assign a base school food service manager to provide oversight and manage the food service program for the Charter School, including monitoring to ensure compliance and the provision of technical assistance
- N.** Assign a food service employee to be responsible for the overall food service satellite operation



at the Charter School, if meals are delivered by SFSD.

- O. Assign a food service employee to monitor the Charter School food service program through periodic visits to ensure compliance with applicable federal and state laws and regulations, and local policies and procedures.

## **VII. CHARTER SCHOOL RESPONSIBILITIES**

### **A. Certification of Charter School Staff Person in ServSafe**

Prior to the commencement of the food services under this Agreement, the Charter School shall, at its own expense, have one or more of its employees certified in ServSafe for its food service program. When available, Charter Schools may attend classes provided by the SFSD which may reduce the cost of the certification. Base School Charters are not required to be ServSafe Certified as the School Food Service Manager assigned to the school will hold the required certification.

### **B. Support During the Provision of Meals.**

1. If the sustained daily lunch participation is maintained at seventy-five (75) meals or greater for a period of thirty (30) consecutive school days, the Charter School shall:
    - a) Upon request from SFSD, provide one (1) or more employees/volunteers paid by the charter school, hours to be determined by participation, to assist the SFS employee with unloading, loading food items from vehicle, serving meals and cleaning of food service area. The employees assigned to assist SFS must attend the annual mandatory trainings at the SFS office.
    - b) Provide adult supervision during the meal service period(s) to ensure that its' students, staff, and guests participating in the meal program engage in appropriate conduct in the food service area.
  2. If the sustained daily lunch participation is maintained at less than seventy- five (75) meals for a period of thirty (30) consecutive school days, meals will be picked up by the Charter, the Charter School shall:
    - a) Provide an appropriate vehicle that can accept and transport food in commercial hot and/or cold-holding equipment to ensure food safety.
    - b) Provide one (1) or more employees/volunteers paid by the charter school to accurately record meal distribution to maintain required accountability documentation. Such employees of the charter school must attend the annual mandatory trainings.
- C. Meals will be served only on school days approved by the School Board, consistent with the approved District calendar, except where a variance is approved by SFSD.**
- D. The provision of food for Field Trips must be approved 30 days in advance by SFSD.**
- E. Adequate Facilities and Space.** The Charter School will make available, without any cost or charge to the School Board, area(s) of the premises agreeable to both parties in which SFSD shall render its services. The Charter School will make any structural changes needed to comply with federal, state, or local laws, ordinances, rules, and regulations. School must make parking areas available that are easily accessible for food delivery.
- F. Network Requirements.** For POS connectivity, SFSD requires a hard wired Ethernet connection in the immediate vicinity of the POS registers terminating DIRECTLY into your ISP's Device (i.e. Cable Modem). This must bypass your internal firewall. Wireless connection is not acceptable. Internet Service Provider must be broadband or greater capability; DSL is not sufficient. Wireless access for

alternative feeding locations maybe required if alternative locations are requested and approved by School Food Service Department.

- G. *Provision of Equipment.*** The Charter School will be responsible for providing and maintaining all necessary food service equipment needed to operate a kitchen to serve and heat meals as outlined in **Exhibit "A"**, attached and incorporated hereto. The Charter School will install any equipment needed to comply with federal, state, or local laws, ordinances, rules, and regulations. If equipment is not operating properly, meals will be adjusted to ensure food safety. Base School Charters **MUST** have all required equipment to serve the maximum enrollment.
- H. *Potable Water for Food Service Area.*** The Charter School shall have available potable water, at no charge, for students in the meal service area. The Charter School may implement this requirement by offering water pitchers and paper cups on lunch tables, a water fountain in the food service area, or a water fountain that allows students to fill their own bottles or cups with drinking water. In accordance with law, whatever solution is chosen by the Charter School, the water must be made available without restriction in the food service area.
- I. *Required Posting in Food Service Area.*** Annually the Charter School shall post *Justice for All* posters in all areas where food and snacks are served as required by USDA. Posters will be provided by the School Food Service Department to the Charter School at no cost.
- J. *Free and Reduced Price Meals Applications.*** A small supply of Free and Reduced Price Meal Applications will be provided by SFSD base school manager if needed; however, the preferred method for completing the applications is through the online application process. The Charter School shall return completed Free and Reduced Price Meal Applications to the SFSD on the day the charter school receives them.
- K. *Confidentiality.*** As stated in the School Food Service Management Policy 6.185 Section (7), student lunch status may only be shared with individuals outside of those responsible for the operation of the National School Lunch Program in limited situations. In order for SFS to share information there must be a legitimate "need to know" to provide a service or carry out an activity and the activity must be educational in nature. Only the person signing the form (PBSD 2528) may have access to the lunch status data and that person may not share the information with others. Teachers, guidance counselors, principals, etc. who are not providing such assistance may not have access. School Food Service (SFS) must secure a Confidentiality Agreement for Disclosure of Student Lunch Status Information (PBSD 2528) form, signed by the staff member responsible for the specific activity, prior to situations where the need for information is ongoing in nature. The Confidentiality Agreement shall be valid for the current school year in which the agreement is submitted to SFS. In the case of ESE testing for gifted services, the staff member responsible for determining who will need to complete the form for plan B (scoring for ESE Services), will need to sign the Confidentiality Agreement.
- L. *Meal Pricing.*** The Charter School shall follow the same meal pricing system established for all schools operated by the School Board. The School Board adopts the meal pricing for all meals.
- M. *Notifications/Communications to SFSD.*** The Charter School is responsible for communicating with the base school food service manager on a daily basis or as needed concerning: daily counts, status of student payments, Free and Reduced-Priced Meal applications, type(s) of meal service required, special needs, etc. The Charter School shall communicate the number of meals needed via email, fax or by emailing the scanned Meal Order form to the school food service manager at a time agreed upon by both parties.

- N. *Meal Accountability.*** The Charter School shall follow procedures for assuring accuracy at the point of meal service (determined by the SFSD) and will comply with all federal, state, and local rules and ordinances pertaining to the administration of the program, including but not limited to, reporting any known student food allergies.
- O. *Compliance with Laws and Regulations.*** The Charter School will comply with all applicable federal, state, and/or local laws, regulations, rules, procedures and guidelines, as now or hereafter amended, pertaining to the administration of the programs provided by SFSD.
- P. *Competitive Foods Regulations.*** The sale of foods and beverages on school grounds shall be limited to those provided by SFSD and shall comply with USDA Smart Snacks in School guidelines as stated in Section 5, Sale of Competitive Food and Beverages, in School Board Policy **6.185** (School Food Service Management Policy), as now or hereafter amended. Failure of the Charter School to comply with the School Board's policy governing competitive food sales jeopardizes funding through the National School Lunch Program, and may result in immediate termination of this Agreement.
- Q. *Pick-up of Meals, Required if Less Than 75 Meals.*** If the Charter School is required to pick up its meals from SFSD base school, due to the number of participants as provided herein, SFSD shall identify the base school kitchen for the pick-up of the meals. The Charter School shall transport the meals in approved commercial hot and/or cold-holding equipment, provided by the SFSD.
- R. *Maintenance of Reports.*** The Charter School will maintain the records necessary for the SFSD to complete any required monitoring, inspecting, or auditing activities under this Agreement.
- S. *Annual Training of Staff.*** The Charter School shall annually, at its own expense, provide designated employee(s) to attend and participate in an annual mandatory training administered by SFSD to ensure the Charter School is up-to-date on all regulations and procedures. It is recommended that the Principal or Assistant Principal attend the meeting, to ensure that all the information needed is received. This training will cover accountability, safety and sanitation, the free and reduced application process, offer VS serve, civil rights, and meal service requirements. This meeting is will be held during the summer months prior to the beginning of each new school year. It is a MANDATORY Training.
- T. *Wellness Promotion Policy.*** All Charter Schools must comply with the *District's Wellness Promotion Policy (2.035)* and the *Wellness Promotion Goals and Objectives*. Charters Schools are required to assess school compliance with this Policy. Each Charter School Principal shall designate an Assistant Principal and Wellness Champion at each school as the Wellness Promotion designees, to ensure that the Charter School complies with this Policy.
- U. *Healthy School Teams (HST).*** Florida Administrative Code 5P-2.002, requires each school to establish a Healthy School Team. Each Charter School Principal will default as the Healthy School Team Leader and has the option to appoint someone else to this two-year commitment. In addition to creating a culture of wellness on the school campus, leaders of this team are required to ensure school food fundraisers, are compliant with the Smart Snacks in School Rule, track food fundraisers and complete and submit the annual HST online assessment before the end of the school year. Additionally, during years where a HST conference is being held, Charter Schools are expected to have either the Principal or Assistant Principal, the HST Leader and the Wellness Champion attend the conference.
- V. Online Meal Payments and Fees in School Meal Program. (Optional)**

- a) Charter schools that would like to establish a prepayment account through the School Board's online prepayment vendor may opt to do so at the district's site license cost along with any additional required fees. These costs will be incurred by the charter school.
- b) Charter school agrees to pay the annual fee as follows (initial one payment option):
  - \_\_\_\_\_ Charter school will make a payment by check or internal funds transfer to the School Board (School Food Service).
  - \_\_\_\_\_ Charter school authorizes the School Board (district) to deduct the cost from FFEP funds prior to transferring \_\_\_\_\_ funds to charter.
  - \_\_\_\_\_ Charter school authorizes the district to deduct an equal monthly payment for eight months, starting in September, from the FFEP funds. In the event that this is signed after September, the monthly payment will be calculated by dividing the total cost over the number of months left in the school year.

**W. Negative Balance Communications.** Charter Schools are required to communicate to parents/guardians with regard to any negative balances accrued. Procedures will be followed as to the methods set forth in School Food Service policies and procedures.

## **VIII. HEALTH AND SANITATION**

- A. *Health Inspection Requirements.*** SFSD and the Charter School agree that federal, state, and local health and sanitation requirements will be met at all times. The Charter School will obtain and maintain all federal, state, and local health certifications and regulations that apply to its school eating facilities and any other facilities in which meals are prepared and/or served. SFSD will maintain applicable health certifications for any base school in which meals are prepared. All food at the base schools will be properly stored, prepared, packaged, and transported free of contamination and at appropriate temperatures. The Charter School shall send a copy of the Health Inspection to School Food Service Department after each Health Inspection.
- B. *Safekeeping of Food.*** All food that is delivered by the SFSD base school will arrive at the school site at the required temperatures for safe consumption. All food temperatures shall be verified and documented by the SFSD or charter employee, as required on the Satellite Delivery Report. All food will arrive free of contamination and in sanitary, temperature-controlled containers. Food items that have been delivered by the SFSD base school must be transferred to hot and/or cold-holding equipment that maintain proper temperatures. The Charter School shall provide the hot and/or cold-holding equipment. If the Charter School is required to pick-up its' meals as provided by this contract, all food temperatures shall be verified and documented before the items leave the SFSD base school. Once the food leaves the SFS base school, it becomes the responsibility of the charter school.
- C. *Inspections.*** The School Food Service Department, the Florida Department of Agriculture and Consumer Services, and the US Department of Agriculture reserve the right to inspect the Charter School's kitchen and dining facilities without notice, at any time.

## **IX. RECORDKEEPING**

The Charter School agrees that all records pertaining to the operation of meal service are the property of the SFSD.

## **X. TERMINATION/SUSPENSION**

**A.** This Agreement may be terminated before expiration of its term upon any of the following conditions:

**1. *Automatic Termination.*** This Agreement shall automatically terminate upon the School Board's termination of the District's Charter School Agreement with the Charter School.

**2. *By the Parties.*** Both parties may agree in writing to the termination of this Agreement; or, any time by a party, upon the giving of a thirty (30) day written notice (delivered by certified mail, return receipt requested) to the other party.

**3. *For Cause.*** This Agreement may be terminated in whole or in part by either party in the event of substantial failure by the other party to fulfill its obligations under this Agreement; provided that no such termination may be implemented unless and until the other party is given 1) at least thirty (30) days written notice (delivered by certified mail, return receipt requested) of intent to terminate, and 2) an opportunity for consultation with the terminating party, followed by a reasonable opportunity, of not more than ten (10) working days to rectify the defects in products or performance, prior to termination. For purposes of this subparagraph, substantial failure will include, but is not limited to the Charter School or SFSD's failure to adhere to, or violation of, any of the provisions of this Agreement.

**B.** This Agreement shall be suspended upon direction of the Department of Health, meals may be suspended for an undetermined period of time if the facility is found to be out of compliance with health and safety regulations. The Charter School shall pay the SFSD for any outstanding monies collected within 15 days of termination or suspension.

## **XI. LEGAL STATUS UPON TERMINATION**

Upon termination or revocation of this Agreement, all legal associations between the School Board, its SFSD, and the Charter School with regard to the services identified herein shall be severed.

## **XII. WAIVER OF SUBROGATION**

In the event of loss, damage or injury to Charter School and/or Charter School's property, Charter School shall look solely to any insurance in its favor without making any claim against the School Board of Palm Beach County. Charter School hereby waives any right of subrogation against the School Board of Palm Beach County, for loss, damage or injury within the scope of Charter School's insurance, and on behalf of itself and its insurer, waives all such claims against the School Board of Palm Beach County.

## **XIII. INDEMNITY**

The Charter School shall indemnify and hold harmless the School Board from and against all liabilities, claims, demands, suits, causes of action, loss, and expenses including attorney's fees, of any and every kind and nature arising from the negligent or intentional act of agents or employees of the Charter School in connection with the provision of breakfasts, lunches, and after school snacks under this Agreement. Nothing herein shall be deemed to constitute a waiver of sovereign immunity on the part of the School Board or to reduce any protection from suit or judgment afforded to the School Board under Florida law. This provision shall survive termination of this Agreement and shall be binding on the parties, successors, representatives, and assigns, and cannot be waived or varied.

#### **XIV. INSURANCE**

Insurance will be required as stated below. The School Board shall be named as an Additional Insured. The Charter School shall provide the Certificate(s) of Insurance for required coverage within seven (7) days of the date of request by the School Food Service Department, but in any respect at least thirty (30) days prior to the commencement of any Term.

**COMMERCIAL GENERAL LIABILITY.** Charter School shall procure and maintain, for the life of the contract, Commercial General Liability Insurance. This policy shall provide coverage for death, bodily injury, personal injury, products and completed operations liability and property damage that could arise directly or indirectly from the performance of the contract. It must be an occurrence form policy. **THE SCHOOL BOARD OF PALM BEACH COUNTY SHALL BE NAMED AS AN ADDITIONAL INSURED ON THE CERTIFICATE FOR COMMERCIAL GENERAL LIABILITY INSURANCE.**

The minimum limits of coverage shall be \$1,000,000 per occurrence, Combined, Single Limit for Bodily Injury Liability and Property Damage Liability.

Required Endorsements:

- Additional Insured – CG 20 26 or CG 20 10 and CG 20 37 or their equivalents.

Note: CG 20 10 or CG 2026 must be accompanied by CG 20 37 to include products/completed operations.

- Waiver of Transfer Rights of Recovery – CG 24 04 or its equivalent.
- Primary and noncontributory – CG 2001 or its equivalent.

Note: If blanket endorsements are being submitted, please include the entire endorsement and applicable policy number.

#### **XV. ACCOUNTABILITY REQUIREMENTS**

**A. On-Site Inspections/ Reviews.** Authorized representatives of the SFSD, the State of Florida, and USDA shall have the right to conduct on-site administrative inspections/reviews of the food service operation without prior notification.



**B. *Review of Invoices, Bills, and Pertinent Records.*** SFSD shall oversee all provisions of the Agreement, including but not limited to, Federal rules and regulations, crediting for and use of USDA Commodities, as applicable.

**C. *Recordkeeping.*** The Charter School shall maintain such records as SFSD will need to support its claim for reimbursement under the National School Lunch Act and Child Nutrition Act including accurate records of student attendance. Attendance must be documented daily in the district's student information system.

**D. *Inspections and Audits.*** The School District is subject to various audits that may require on-site inspections by representatives of the School Board, SFSD, Florida Department of Agriculture and Consumer Services, USDA, the United States Comptroller General, or the United States General Accounting Office.

**E.** Charter School agrees and understands that the School Board's Office of Inspector General, or any other duly authorized representative of the School Board, shall have unrestricted access to all papers, books, records, documents and information, personnel and processes, data, computer hard drives, emails, instant messages, facilities, or other assets owned or used by Charter School with regards to this Agreement.

1. The Inspector General, or any other duly authorized representative of the School Board, Florida Department of Agriculture and Consumer Services or USDA, shall be entitled to audit the books and records of Charter School to the extent that such books, documents, papers, and records relate to any payment or the performance of this Agreement.
2. In the event Charter School maintains its records or Agreement information in electronic format, upon request of the School Board's Inspector General or auditors, Charter School will provide a download of its records or Agreement information in an electronic format allowing readership acceptable by the School Board's auditors

## **XVI. NONDISCRIMINATION**

Both the Charter School and SFSD agree that no child who participates in the food service program will be discriminated against on the basis of race, color, national origin, gender identity or expression, sex, age, gender, disability, gender identity or expression, and shall comply with the USDA Food Nutrition Services Instruction 113-6, Civil Rights Compliance and Enforcement in School Nutrition Programs.

## **XVII. MISCELLANEOUS**

**A. *Headings.*** The headings contained herein are for convenience in reference and are not intended to define, limit, extend, or describe the scope of any provisions of this Agreement.

**B. *Successors and Assigns.*** The provisions of this Agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective officers, employees, successors, and assigns. Notwithstanding the foregoing, the rights and obligations of either party to this Agreement may not be subcontracted, transferred, conveyed, assigned or otherwise disposed of without the prior written consent of the other party hereto, which consent shall not be unreasonably withheld.

**C. *Compliance with All Laws.*** Charter School shall comply with all applicable federal, state, and local ordinances pertaining to the Services under this Agreement.

- D. Severability.** If any section, sentence, clause, phrase, provision, or other portion of this Agreement is, for any reason, held invalid or unconstitutional by a court or other body of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions of the Agreement.
- E. Amendments.** No amendment to this Agreement shall be binding on either party hereto unless such amendment is in writing and executed by both parties with the same formality as this Agreement.
- F. Applicable Law and Venue.** This Agreement will be construed in accordance with the laws of the State of Florida. Venue for any actions brought pursuant to this Agreement will be in Palm Beach County, Florida, or in the U.S. District Court for the Southern District of Florida.
- G. Singular/Plural.** Whenever used, the singular will include the plural, the plural the singular, and the use of any gender will include both genders.
- H. No Waiver of Rights.** No failure or successive failures on the part of either party to enforce any covenant or agreement, and no waiver or successive waivers of any condition of this Agreement, shall operate as a discharge of such covenant, agreement, or condition, or render the same invalid, or impair the right of either party to enforce the same in the event of any subsequent breach or breaches. No failure on the part of either party to this Agreement to exercise, and no delay in exercising, any right, power, or remedy under this Agreement shall operate as a waiver thereof, nor shall any single or partial exercise of any right under this Agreement preclude any other or further exercise thereof or the exercise of any other right.
- I. Counterparts.** This Agreement may be executed in one or more counterparts and each counterpart shall, for all purposes, be deemed as original, but all such counterparts shall together constitute but one and the same instrument.
- J. Entire Agreement.** This Agreement, including any Exhibits hereto, contains all the terms and conditions agreed upon by the parties. No other agreements, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind either party hereto.
- K. Public Records Law.** Each party shall maintain its own respective records and documents associated with this Agreement in accordance with the records retention requirements applicable to public records. Each party shall be responsible for compliance with any public documents request served upon it pursuant to Section 119.07, Florida Statutes, and any resultant award of attorney's fees for non-compliance with that law. Failure by either party to grant such public access shall be grounds for immediate unilateral cancellation of this Agreement by the party not in violation.
- L. Charter School Authority to Enter into Contract.** The Charter School expressly affirms that the signatories on its behalf who sign below have the authority to enter into this Agreement on behalf of the Charter School and that the Board of Directors of the Charter School has duly approved this contract.

This Agreement Template has been approved by the following School District of Palm Beach County officials.

SCHOOL BOARD OF  
PALM BEACH COUNTY, FLORIDA

By: Frank A. Barbieri, Jr.  
Frank A. Barbieri, Jr., Esq., Chairman

Date: 1/30/19

ATTEST:

Donald E. Fennoy II  
Donald E. Fennoy II, Ed. D., Superintendent of Schools

Date: 1/31/19

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY

K. Harold  
Office of General Counsel

Date: 1/16/19

IN WITNESS WHEREOF, the parties hereto have set their hands and seals effective as of the date and year first written above.

THE SCHOOL DISTRICT OF PALM BEACH COUNTY, SCHOOL FOOD SERVICE DIRECTOR

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

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

CHARTER SCHOOL SouthTech Success Center, Inc. a Florida nonprofit  
corporation, d/b/a SouthTech Success Center

By: \_\_\_\_\_

Print Name: James R. Kidd

Title: Superintendent Date: \_\_\_\_\_