

SOUTHTECH CHARTER ACADEMY, INC.
SOUTHTECH PREPARATORY ACADEMY, INC.
STA/STPA Governing Board Regular Meeting/Governance Training Workshop Minutes
October 14, 2021

1. Opening of Meeting

- a. Call to Order at 6:10 PM.**
- b. Pledge of Allegiance**
- c. Roll Call**

Present: Roger Dunson, Ayesha Edmond, Russell Feldman, Dan Heller, Diane Heinz, Robert Kesten, Suzanne Nicolini, James Notter, and Tony Robinson

Absent: Christina Grenga

Quorum confirmed.

- d. Open Meeting Act Statement**

2. Board Chair's Report

- a. Updates to the Governing Board**
 - i. Welcome Tony Robinson
 - ii. Christina Grenga - excused absences for the remainder of the school year
- b. Future Board meeting to be held at SouthTech Prep**
- c. Topic-specific presentations to take place at the start of each meeting**

3. Governance Training Workshop – John Hearn, Esquire

- a. Board Responsibilities**
- b. Sunshine Law**
- c. Public Records**
- d. Ethics Law**
- e. Discussion**

4. Approval of the Minutes

- a. STA/STPA Governing Board Annual Meeting Minutes September 14, 2021**

Motion: James Notter

Second: Diane Heinz

All in favor. **Motion passes.**

- b. STA/STPA Governing Board Regular Meeting Minutes September 14, 2021**

Motion: Robert Kesten

Second: Suzanne Nicolini

All in favor. **Motion passed.**

5. Reports

- a. Auditor's Report – Ken Smith (Keefe & McCullough)**

- o Mr. Smith presented to the Finance Committee
- o Consolidated Audit required for the bond

- b. Treasurer's/Financial Report – Dan Heller**

- o The Finance Committee met prior to the Board meeting and recommend for Board approval STA Items F-1 through F-4 and STP Items PF-1 through

PF-5, but only if PF-4 is edited. Item PF-4 must have the financial impact adjusted from \$10,000 to \$38,859.

c. Executive Director – Carla Lovett

- Donation for Pre-Culinary Program at STPA
- Transportation
- Tax Referendum Funds
- Board Committees
- Next Board Meeting – Thursday, November 11th
- Save the Date – Holiday Celebration – December 9th

d. SouthTech Academy Principal – Eileen Turenne

- Events Update
 1. STA College & Career Fair
 2. GoTeach! Classroom Grant Awards Celebration
 3. Full Sail Partnership
- Enrollment Update
 1. 1260 – 80 = 1180
 2. October FTE Enrollment Number = 1182
 - a. Withdrawals due to transportation = 27

e. SouthTech Preparatory Academy Principal – Nicole Handy

- Events Update
 1. Perfect Attendance Celebration (September)
 2. Anti-Bullying Awareness (10/18-10/22)
 3. Disability Awareness Weeks (10/11-10/22)
 4. Charette with WiseTribe and PLA Design Studios
 - a. \$50K Impact 100 grant for Outdoor Learning Lab
- Enrollment Update
 1. 6th grade = 190
 2. 7th grade = 175
 3. 8th grade = 168
 4. Total Enrollment for FTE = 533
 - a. Withdrawals due to transportation = 32

f. Committees/Special Reports – None.

4. Public Comments on Agenda Items – None.

5. SouthTech Academy Consent Agenda

a. Introduction of Consent Agenda for SOUTHTECH ACADEMY:

Old Business

None.

Administrative Items

A-1 I recommend that the Board approve the 2021-2026 SouthTech Schools Five Year Strategic Plan.

A-2 I recommend that the Board approve the donations for the period from September 1, 2021 to September 30, 2021.

Personnel Items

P-1 I recommend that the Board approve the Job Description for School Security Monitor.

Financial Items

- F-1** I recommend that the Board approve and ratify the monthly financial statements for the month ending August 31, 2021 as required by the Sponsor.
- F-2** I recommend that the Board approve and ratify the SouthTech Schools Holdings, LLC Balance Sheet and Profit & Loss Report for month ending August 31, 2021.
- F-3** I recommend that the Board approve the SouthTech Charter Academy Charter School Proposed Referendum Revenue & Expenditure Report for Year Ending June 30, 2022
- F-4** I recommend that the Board approve the SouthTech Schools combined financial statements for the fiscal year ending June 30, 2021.

Emergency Items

None.

- b. Poll Board for Items to be Pulled for Comment or Questions**
 - Item P-1 pulled by Ayesha Edmond and James Notter
- c. Approval of SouthTech Academy Consent Agenda Except for Items Pulled**
 - **Motion:** Robert Kesten
 - **Second:** Suzanne Nicolini
 - All in favor. **Motion passed.**
- d. Approval of Each Pulled Item**
 - Item P-1
 - **Motion:** Robert Kesten
 - **Second:** Dan Heller
 - **Discussion**
 - Ayesha Edmond wanted clarification on who was currently tasked with these duties. Ms. Lovett explained that while STP has a Boynton Beach Police Officer and STA has a SDPBC School Resource Officer, along with Dean's at both schools, an extra set of eyes and ears would be quite helpful. The new School Security Monitor would assist the Dean's and Student Services to monitor the campuses, especially during class changes, lunch times, etc.
 - James Notter asked if the position was being funded by the referendum money, and if so what will happen with the position when the funding runs out? Ms. Lovett explained that the position is being funded by the referendum monies. Mr. Feldman further explained that while they cannot budget for it until the budget is worked on next year, Ms. Lovett can make note that the Board wishes to retain that position moving forward to promote school safety.
 - All in favor. **Motion passed.**

6. SouthTech Preparatory Academy Consent Agenda

- a. Introduction of Consent Agenda for SOUTHTECH PREPARATORY ACADEMY: Old Business**

None.

Administrative Items

- PA-1** I recommend that the Board approve the 2021-2026 SouthTech Schools Five Year Strategic Plan.

Personnel Items

PP-1 I recommend that the Board approve the Job Description for the School Security Monitor.

Financial Items

PF-1 I recommend that the Board approve and ratify the monthly financial statements for the month ending August 31, 2021 as required by the Sponsor.

PF-2 I recommend that the Board approve the SouthTech Preparatory Academy Charter School Proposed Referendum Revenue & Expenditure Report for Year Ending June 30, 2022.

PF-3 I recommend that the Board approve the SouthTech Schools combined financial statements for the fiscal year ending June 30, 2021.

PF-4 I recommend that the Board approve a contract with NDR Corporation to furnish and install a new Carehawk Light Intercom system at SouthTech Preparatory Academy.

PF-5 I recommend that the Board approve a contract with Dragonaire Mechanical Services, Inc. for a new cooling system at SouthTech Preparatory Academy.

Emergency Items

None.

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

- Item PF-4 pulled by Dan Heller
- Item PF-5 pulled by Diane Heinz and Suzanne Nicolini

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

- **Motion:** Robert Kesten
- **Second:** Suzanne Nicolini
- All in favor. **Motion passed.**

d. Approval of Each Pulled Item

- Item PF-4
 - **Motion:** Dan Heller
 - **Second:** Robert Kesten
 - **Discussion:**
 - a. Mr. Heller states that the financial impact for this item needs to be edited. It should be for the full amount of the contract which is \$38,859. Okay with passing it as long as the minutes reflect the change to the financial impact.
 - b. Ms. Nicolini asked when the work would be started. Ms. Lovett stated it would begin once the Board approves the contract.

- All in favor with the new financial impact. **Motion passed.**

- Item PF-5

- **Motion:** Robert Kesten
- **Second:** Dan Heller
- **Discussion:**
 - a. Diane Heinz expressed concern with the length of the warranty on the compressor. It is for 5 years and she would have preferred it to be for 7-10 years. Mr. Feldman stated that he would like contracts to be handled differently going forward. In the future specs should be complied and all companies would have to give quotes based on those

specifications. Ms. Heinz would like to have a procurement committee and she would like to sit on it.

- b. Suzanne Nicolini wanted to know the timeline for having the work done. It would begin as soon as possible according to Ms. Lovett.

▪ **Vote:** 8:1 in favor, opposed by Diane Heinz. **Motion passed.**

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

8. Board Comments – None.

9. Motion to Adjourn at 7:37 PM

Minutes Prepared by:  Approved by:  Dated 11/11/2021
Lisa DeVine Russell Feldman