

**SOUTHTECH CHARTER ACADEMY, INC.**  
**SOUTHTECH PREPARATORY ACADEMY, INC.**  
**STA/STPA Governing Board Regular Meeting Minutes**  
**February 10, 2022**

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**1. Reports**

**a. Executive Director – Carla Lovett**

- i. FTE Count week - tomorrow is Day Certain
- ii. Article about Music/Sound Production Academy coming in *Sun Sentinel*
- iii. Governance Conference on March 26 sponsored by the Charter School Support Unit
- iv. Accreditation - Team visit (virtual) April 25 – 28
- v. Next Meeting: March 10, 2022 (back at STA)

**b. SouthTech Academy Principal – Eileen Turenne**

- i. October FTE = 1180
- ii. Current Enrollment = 1135
  - 1. Spring Parent Training – January 28<sup>th</sup> at 6 p.m.
- iii. Recruitment Open House – February 24<sup>th</sup> at 6 p.m.

**c. SouthTech Preparatory Academy Principal – Nicole Handy**

- i. October FTE = 532
- ii. Current Enrollment = 525
- iii. District Annual Comprehensive Review was today.
- iv. Spring Parent Training – February 16<sup>th</sup> at 6 p.m.

**d. Committees/Special Reports**

**i. Reserves Report – Carla Lovett**

- 1. Reserve Fund Forecast (through SY24)

**ii. Staff Incentive Committee Report – Suzanne Nicolini**

- 1. Explored available options to provide Administrative and Non-Instructional Support Staff members of SouthTech Schools with a Staff Incentive Bonus as these employees were not included in the Tax Referendum
- 2. Staff Incentive Bonuses will be paid from the operating budget using monies that were freed up due to the passing of the referendum.
- 3. All flat amounts are based on employment category, either Administrator or Support Staff, and not years of experience.
  - a. Exception – Employees within their first year of employment at STS still in probationary period, therefore they will receive a different amount
  - b. Amounts to closely mimic Tax Referendum
- 4. The Staff Incentive Committee recommends for Board approval that all Administrators receive a \$10,000 bonus and any Support Staff receive a \$5,000 bonus if they have been employed for a year or more, and \$1,000 for any employed for less than a year, to be paid in two equal payments, the first to be paid upon Board approval and the second to be paid on May 1, 2022.

**2. Opening of Meeting**

- a. Call to Order at 6:39 PM**
- b. Pledge of Allegiance**
- c. Roll Call – Conform Quorum**

Present: Roger Dunson, Russell Feldman, Diane Heinz, Robert Kesten, Suzanne Nicolini, James Notter, and Tony Robinson (Zoom)

Absent: Ayesha Edmond, Christina Grenga, and Dan Heller

- d. Open Meeting Act Statement**

**3. Approval of the Minutes**

- a. STA/STPA Governing Board Regular Meeting Minutes January 13, 2022**
- b. STA/STPA Governing Board Transportation Workshop Minutes January 31, 2022**
- c. Motion:** Robert Kesten  
**Second:** Suzanne Nicolini  
All in favor. **Motion carries.**

**4. Public Comments on Agenda Items – None**

**5. SouthTech Academy Consent Agenda**

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

**Administrative Items**

**A-1** I recommend that the Board approve the SouthTech Charter Academy Proposed Staff Incentive Bonuses for Year Ending June 30, 2022.

**Personnel Items**

**P-1** I recommend that the Board approve the Job Description for School Health Services Assistant.

**Financial Items**

**F-1** I recommend that the Board approve and ratify the monthly financial statements for the month ending December 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 December 31, 2021.

**F-3** I recommend that the Board approve and ratify the Internal Revenue Service Form 990 for SouthTech Academy and that Dan Heller, Board Treasurer sign the Internal Revenue Service Form 8879 for SouthTech Academy.

**F-4** I recommend that the Board approve the creation of a Student Transportation Department for SouthTech Schools based on the Annual Transportation Cost Forecast.

- b. Poll Board for Items to be Pulled for Comment or Questions – None**
- c. Approval of SouthTech Academy Consent Agenda Except for Items Pulled**

**Motion:** Robert Kesten

**Second:** James Notter

All in favor. **Motion carries.**

Mr. Feldman mentioned that next year he would like to see non-instructional staff receive priority in bonuses should the funds be available.

- d. Approval of Each Pulled Item – N/A**

**6. SouthTech Preparatory Academy Consent Agenda**

**b. Introduction of Consent Agenda for SOUTHTECH PREPARATORY ACADEMY:**

**Administrative Items**

**PA-1** I recommend that the Board approve the SouthTech Preparatory Academy Proposed Staff Incentive Bonuses for Year Ending June 30, 2022.

**Financial Items**

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

**PF-2** I recommend that the Board approve and ratify the Internal Revenue Service Form 990 for SouthTech Preparatory Academy and that Dan Heller, Board Treasurer sign the Internal Revenue Service Form 8879 for SouthTech Preparatory Academy.

**PF-3** I recommend that the Board approve the creation of a Student Transportation Department for SouthTech Schools based on the Annual Transportation Cost Forecast.

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

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

**Motion:** Robert Kesten

**Second:** Diane Heinz

All in favor. **Motion carries.**

**d. Approval of Each Pulled Item – N/A**

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

**8. Board Comments**

**9. Motion to Adjourn at 6:47 PM**

Minutes Prepared by:



Lisa DeVine

Approved by:



Russell Feldman

Dated

3/10/2022