

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

1. Opening of Meeting

a. Call to Order at 6:00 PM

b. Pledge of Allegiance

c. Roll Call – Quorum confirmed.

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

Virtual: Tony Robinson

Absent: Christina Grenga

d. Open Meeting Act Statement

2. Approval of the Minutes

a. STA/STPA Governing Board Regular Meeting Minutes February 10, 2022

Motion: Robert Kesten

Second: Suzanne Nicolini

All in favor. **Motion carries.**

3. Reports

a. Treasurer's/Financial Report – Dan Heller

The Finance Committee met earlier in the evening and recommends for Board approval Items F-1 through F-3 and Items PF-1 and PF-2.

b. Executive Director – Carla Lovett

i. Transportation Update

1. Currently have 4 buses, the rest are expected in April

2. Tentatively began using the buses

3. Newly created positions (on tonight's agenda)

a. Transportation Director – Daniel Barone

i. Shared with Palm Beach Maritime

b. Dispatcher - Crystal

i. Also shared with Palm Beach Maritime

c. Bus Drivers

i. Can begin interviewing once the Job Description is approved

ii. Already have 5 individuals interested

ii. SouthTech Preparatory Academy Facilities

1. Limitations – Nicole Handy was asked to address the Board regarding the priorities for updating the facilities

a. PE – need green space

b. Offices

i. now have community services such as occupational therapists, psychologists, etc. coming on campus more often so they need a private area.

ii. Transportation Department

- c. Classrooms – 3 teachers will be roaming next year
 - 2. Possible Solutions
 - a. Quantum Building
 - b. Off campus housing of busses and Transportation Department employees
 - iii. Accreditation Update
 - 1. Will reach out to the Board members that will be involved in the process sometime after Spring Break
 - 2. Virtual interviews
 - iv. Spring Break – March 14-18, 2022
 - v. Next Meeting – April 14, 2022
 - c. SouthTech Preparatory Academy Principal – Nicole Handy**
 - i. Enrollment Update & Upcoming Events
 - 1. Events this Month
 - a. Spirit Week
 - b. Reward Incentive Party at the Beach
 - i. Used one of the SouthTech Schools buses for the field trip
 - ii. Reward for performance on the Winter Diagnostics
 - c. Heiken Vision Program
 - i. Free eye exam and glasses
 - 2. Enrollment
 - i. 6th Grade – 186
 - ii. 7th Grade – 172
 - iii. 8th Grade – 165
 - iv. Total – 523
 - 1. Withdrawn due to transportation or affordable housing issues last month – 3 students
 - 3. Student Data Reports
 - a. Winter Diagnostics Comparative Data
 - b. How STP scored compared to the District and feeder schools in the area in each subject area
- d. SouthTech Academy Principal – Eileen Turenne**
 - i. Recruitment
 - 1. Open House
 - a. Past – February 24th
 - b. Future – April 21st
 - 2. SY23 Application Progress
 - a. 344 Applications received so far compared to 310 applications at the same time last year
 - b. 97 of those from SouthTech Preparatory
 - ii. STA Shining Stars
 - 1. Nelson Urena is a Pathfinder Scholarship nominee who will be moving on to the next round in the Pathfinder Scholarship Competition in the area of Vocational/Career.
 - 2. Dayry Navarro placed 5th at the State DECA Conference in the category of Principles of Hospitality & Tourism. This qualifies her to move on to International Competition in Atlanta.
- e. Committees/Special Reports – None.**

4. Public Comments on Agenda Items – None.

4. SouthTech Academy Consent Agenda

a. Introduction of Consent Agenda for SOUTHTECH ACADEMY:

Administrative Items

A-1 I recommend that the Board approve the donations for the period from February 1, 2022 through February 28, 2022.

Personnel Items

P-1 I recommend that the Board approve the Job Description for Director of Transportation.

P-2 I recommend that the Board approve the Job Description for Transportation Dispatcher.

P-3 I recommend that the Board approve the Job Description for Bus Driver.

Financial Items

F-1 I recommend that the Board approve and ratify the monthly financial statements for the month ending January 31, 2022 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 January 31, 2022.

F-3 I recommend that the Board approve a 36-Month Lease Agreement with Sharp for 6 copy machines at SouthTech Academy.

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

o Diane Heinz pulled Item P-1

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

Motion: Robert Kesten

Second: James Notter

All in favor. **Motion carries.**

d. Approval of Each Pulled Item

Motion: Robert Kesten

Second: Diane Heinz

Discussion: Ms. Heinz asked if the word “Lease” should be added to Item P-1, number 13. Mr. Feldman explained that it is not necessary as this would be covered under the clause stating “performs other duties as assigned”.

All in favor. **Motion carries.**

5. SouthTech Preparatory Academy Consent Agenda

a. Introduction of Consent Agenda for SOUTHTECH PREPARATORY ACADEMY:

Administrative Items

None.

Personnel Items

P-1 I recommend that the Board approve the Job Description for Director of Transportation.

P-2 I recommend that the Board approve the Job Description for Transportation Dispatcher.

P-3 I recommend that the Board approve the Job Description for Bus Driver.

Financial Items

PF-1 I recommend that the Board approve and ratify the monthly financial

statements for the month ending January 31, 2022 as required by the Sponsor.

PF-2 I recommend that the Board approve the purchase of a perimeter fence from Budget Fence and Gate Systems for the SouthTech Preparatory Academy campus.

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: Ayesha Edmond

All in favor. **Motion carries.**

d. Approval of Each Pulled Item – N/A

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

7. Board Comments


- Robert Kesten congratulated school Administration for creating its own Transportation Department.
- Russell Feldman thanked Carla Lovett, Eileen Turenne, and Nicole Handy for the work that they are doing at the schools.
- Diane Heinz stated that she is so glad that Ms. Lovett is at SouthTech Schools.
- Next Board Meeting on April 14th.

8. Motion to Adjourn at 6:43 PM

Minutes Prepared by:


Lisa DeVine

Approved by:


Russell Feldman

Dated

4/14/2022