

SOUTHTECH CHARTER ACADEMY, INC.
SOUTHTECH PREPARATORY ACADEMY, INC.
STA/STPA Governing Board Regular Meeting Minutes
May 12, 2022

1. Opening of Meeting

- a. **Call to Order at 6:00pm**
- b. **Pledge of Allegiance**
- c. **Roll Call – Quorum confirmed.**
Present: Ayesha Edmond, Russell Feldman, Diane Heinz, Dan Heller, Robert Kesten, Suzanne Nicolini, and Tony Robinson
Virtually Present: James Notter
Absent: Roger Dunson and Christina Grenga
- d. **Open Meeting Act Statement** – The meeting has been properly advertised.

2. Approval of the Minutes

- a. **STA/STPA Governing Board Regular Meeting Minutes April 14, 2022**
Motion: Robert Kesten
Second: Suzanne Nicolini
All in favor. **Motion carries.**

3. Reports

- a. **Treasurer's/Financial Report – Dan Heller**
The SouthTech Schools Finance Committee met earlier this evening and recommends for Board approval SouthTech Academy Items F-1, F-2, and F-3, and SouthTech Preparatory Academy Items PF-1 and PF-2. No concerns or issues to report to the Board.
- b. **Executive Director – Carla Lovett**
 - i. **Transportation Update**
 - 1. Currently have 4 buses with more buses being delivered in the beginning of June
 - 2. 6 drivers hired and finalizing paperwork
 - 3. Emergency item on the agenda – Mutual Termination Agreement with A&S Transportation effective July 1, 2022
 - ii. **Accreditation Visit**
 - 1. 2 recommendations
 - a. Board Policies
 - b. Quality Assurance process
 - 2. Will share final report once received
 - iii. **Next Board Meeting: June 9, 2022**
 - iv. **Upcoming Events:**
 - 1. Student Nurses' Pinning Ceremony – Tuesday, May 17th at 6:30 pm
 - 2. STPA 8th Grade Graduation- Tuesday, May 24th at 6 pm
 - 3. STA Class of 2022 Graduation – Wednesday, May 25th at 6:00 pm
 - v. **Review dates and times for SY23 Board Meetings**
- c. **SouthTech Academy Principal – Eileen Turenne**
 - i. **Events**
 - 1. Take Your Child to Work Day 4.27.22

2. Testing - ongoing
3. Senior Prom 4.22.22
4. Music & Sound Production Spring Concert 5.8.22
5. Student Showcase of Films 5.6.22
6. WPTV – Transition Program Interview
- ii. Application Update
 1. SY23 530 applications received vs same time last year SY22 471 applications received
- d. SouthTech Preparatory Academy Principal – Nicole Handy**
 - i. Events
 1. Earth Day with Wise Tribe 4.22.22
 2. Take Your Child to Work Day 4.27.22
 3. Rock & Roll Fest 5.13.22
 4. FSA Testing – ongoing
 - ii. Enrollment (as of 5.10.22)
 1. 6th Grade – 186
 2. 7th Grade – 171
 3. 8th Grade – 165
 4. Total – 522 (down one from last month)
- e. Committees/Special Reports**
 - i. SY23 Budget Report – Carla Lovett & Ginger DeKalb
 1. Budget based on SY22 State Revenue Estimating Worksheet because SY23 has not yet been released.
 2. Conservative Budget
 - a. Enrollment
 - b. Estimated Expense Increases
 - i. 20% increase for property/liability insurance
 - ii. 8% increase for health insurance
 - iii. 3% increase for Workers' Comp Insurance
 - iv. 2% Salary increase for all Employees
 3. Includes Supplements supported by Tax Referendum funds
 - ii. SY23 Budget – questions from the Board
 1. ESSER funds will end in 2024.
 2. Tax Referendum funds will end in 2023 unless voters pass new referendum.
 3. Budget planning has taken into consideration changes that will be necessary after additional funds end.
 4. Transportation workshop plan is included in the budget along with a contingency and increased fuel costs.

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 donations for the period from April 1, 2022 through April 30, 2022.
- A-2** I recommend that the Board approve the revised SouthTech Schools Organizational Chart effective July 1, 2022.
- A-3** I recommend that the Board designate Assistant Principal Erin Kurtz as the 2022-2023 SouthTech Academy parent representative to facilitate parental involvement, provide

access to information, assist parents and others with questions and concerns, and resolve disputes as required by law.

Personnel Items

- P-1** I recommend that the Board approve the Job Description for SouthTech Schools Front Office Manager/Transportation Coordinator.
- P-2** I recommend that the Board approve the Job Description for SouthTech Schools Operations Manager.
- P-3** I recommend that the Board approve the Job Description for SouthTech Schools Custodian Foreperson.
- P-4** I recommend that the Board approve the Job Description for SouthTech Schools Custodian Assistant.

Financial Items

- F-1** I recommend that the Board approve and ratify the monthly financial statements for the month ending March 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 March 31, 2022.
- F-3** I recommend that the Board approve the SY23 Operating Budget for SouthTech Charter Academy, Inc.

Emergency Items

- E-1** I recommend that the Board approve the Mutual Termination Agreement with A&S Transportation, Inc. effective July 1, 2022.

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

- Item E-1 is automatically pulled as it is being brought to the Board as an emergency item.

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

Motion: Robert Kesten

Second: Tony Robinson

All in favor. **Motion carries.**

d. Approval of Each Pulled Item

Motion: Robert Kesten

Second: Suzanne Nicolini

Discussion: Mr. Heller asked about the differences between the original draft of the agreement and the one with the red. Ms. Lovett explained that the one with the red writing contains recommended changes by an attorney for SouthTech Schools. Mr. Heller then made an amendment to the original motion. The new motion was that the contract be approved with the caveat that Ms. Lovett, as the Executive Director of SouthTech Schools, be given authority to negotiate the agreement and make necessary changes to the agreement executed without having to bring it back to the Board.

Amended Motion: Dan Heller

Second: Robert Kesten

All in favor. **Motion carries.**

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 donations for the period from April 1, 2022 through April 30, 2022.
- PA-2** I recommend that the Board approve the revised SouthTech Schools Organizational Chart effective July 1, 2022.

PA-3 I recommend that the Board designate Sonnya Avila as the 2022-2023 SouthTech Preparatory Academy parent representative to facilitate parental involvement, provide access to information, assist parents and others with questions and concerns, and resolve disputes as required by law.

Personnel Items

None.

Financial Items

PF-1 I recommend that the Board approve and ratify the monthly financial statements for the month ending March 31, 2022 as required by the Sponsor.

PF-2 I recommend that the Board approve the SY23 Operating Budget for SouthTech Preparatory Academy.

Emergency Items

PE-1 I recommend that the Board approve the Mutual Termination Agreement with A&S Transportation, Inc. effective July 1, 2022.

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

- o Item PE-1 is automatically pulled as it is being brought to the Board as an emergency item.

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

Motion: Robert Kesten

Second: Tony Robinson

All in favor. **Motion carries.**

d. Approval of Each Pulled Item

Motion: Robert Kesten – approve the item as amended in E-1 (same contract – going forward make a separate section for STS if applies to both schools and no change in the wording)

Second: Suzanne Nicolini

Discussion: Amend the motion as discussed in E-1. New motion should indicate Ms. Lovett, as the Executive Director of SouthTech Schools, be given authority to negotiate the agreement and make necessary changes to the agreement executed without having to bring it back to the Board.

All in favor. **Motion carries.**

7. Public Comments on non-Agenda Items – None

8. Board Comments

- o Mr. Robinson thanked the Principals and said he is looking forward to his first graduation ceremony.
- o Ms. Edmond asked about the travel lines on the projected SY23 operating budgets. Ginger DeKalb and Carla Lovett explained that these were built in to allow staff members to attend various conferences and that the one for ESE is higher than other departments because the Transition program employees travel quite a bit. Ms. Edmond also asked about parent engagement and a discussion took place about possible ways to increase parent involvement.
- o Ms. Heinz would like to look into Board member involvement within the Academy programs. Mr. Feldman said that this will be examined next year, and that he has also asked that the staff members to hold another Career Academy Workshop in the fall. Ms. Heinz also would like to work on fundraising efforts in the future.

9. Motion to Adjourn at 7:04

Minutes Prepared by:


Lisa DeVine

Approved by:


Russell Feldman

Dated:


6/9/22