

**SOUTHTECH CHARTER ACADEMY, INC.  
SOUTHTECH PREPARATORY ACADEMY, INC.**

**Governing Board Regular Meeting Minutes**

**November 6, 2025 – 6:45 PM**

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**1. Opening of Meeting**

**a. Call to Order at 7:03 pm**

**b. Roll Call**

Present:

- In-person: Roger Dunson, Ayesha Edmond, Russell Feldman, Diane Heinz, Dan Heller, and Tony Robinson
- Online: Erika Rotbart

Absent: Suzanne Nicolini

**Quorum confirmed**

**c. Open Meeting Act Statement**

**2. Approval of the Minute**

**a. STA/STPA Governing Board Annual Meeting Minutes September 18, 2025**

**b. STA/STPA Governing Board Regular Meeting Minutes September 18, 2025**

**c. STA/STPA Governing Board Virtual Special Meeting Minutes October 6, 2025**

- **Motion:** Diane Heinz

- **Second:** Roger Dunson

- **Vote:** All in favor. Motion carries.

**3. Reports**

**a. Finance Report – Ginger DeKalb**

**b. Executive Director – Carla Lovett**

**c. SouthTech Academy Principal – Joshua Wigelsworth**

**d. SouthTech Preparatory Academy Principal – Pamela Galarza**

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

**5. Consent Agenda (Note: All board action is representative of action for both schools unless otherwise noted)**

**a. Introduction of Consent Agenda:**

**Administrative Items**

**A-1** I recommend that the Board approve the Revised SouthTech Schools Governing Board Policy Manual effective November 6, 2025.

**A-2** I recommend that the Board approve the revised SouthTech Schools Fiscal Policies and Procedures Manual effective November 6, 2025.

**A-3** I recommend that the Board approve the revised SouthTech Schools Employee Handbook effective November 6, 2025.

**A-4** I recommend that the Board, acting as the School Advisory Council (SAC), approve the School Recognition Funds policy and procedures, as well as the ballot and subsequent results for SouthTech Academy and SouthTech Preparatory Academy for SY25.

**A-5** I recommend that the Board ratify the Purchase and Sale Agreement as well as the Addendums to purchase two properties in St. Lucie County.

**A-6** I recommend that the Board approve revisions to the Resolution to reimburse certain capital expenditures with proceeds of a future tax-exempt financing for the purchase of properties in St. Lucie County.

**Personnel Items**

**P-1** I recommend that the Board approve the purchase of holiday gift cards for SouthTech

Schools employees.

**Financial Items**

- F-1** I recommend that the Board approve and ratify the monthly financial statements for the months ending August 31, 2025 and September 30, 2025.
- F-2** I recommend the Board ratify the SouthTech Schools combined financial statements for the fiscal year ending June 30, 2025.
- F-3** I recommend that the Board approve the renewal of our 6-Month Certificates of Deposit at BankUnited.
- F-4** I recommend that the Board confirm a 36-Month Agreement with RingCentral for a new phone system for SouthTech Preparatory Academy. (STP Only)

**b. Poll Board for Items to be Pulled for Comments or Questions**

Dan Heller pulled Item F-3

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

- **Motion:** Russell Feldman
- **Second:** Dan Heller
- **Vote:** All in favor. Motion carries.

**d. Approval of Each Pulled Item**

• **Item F-3**

- **Motion:** Dan Heller
- **Second:** Russell Feldman
- **Discussion:** Mr. Heller asked if the amount being invested in CD's should be lowered as there is a possibility, depending on which financing scenario is ultimately selected by the Board, that some of the money will be needed to finance the purchase of the property in St. Lucie County. Ginger DeKalb agreed that this made sense. The Board decided to adjust the amount for STA from 10 million to 6 million for the potential of a 4 million dollar deposit using STA's account if scenario 4 is selected.
- **New Motion:** I recommend that the Board approve the renewal of our 6-Month Certificates of Deposit at BankUnited for SouthTech Academy at \$6 million, and SouthTech Preparatory Academy at \$4 million.
- **Vote:** All in favor. Motion carries.

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

**7. Board Comments**

**8. Motion to Adjourn at 7:55 pm**

Minutes Prepared by:



Lisa DeVine, Board Clerk

Approved by:



Tony Robinson, Board Chair

Dated:

15 Jan 26