



**SFSC
District Board of Trustees
Regular Meeting
June 19, 2024**

**Highlands Campus
1:00 p.m.**

**Terry Atchley, Chair
Tim Backer, Vice Chair
Derren Bryan
Devon Donaldson
John Eason
Louis Kirschner
Fred Hawkins, President/Secretary**

1.0 Call to Order and Preliminary Matters



OFFICE OF THE PRESIDENT

Item 1.1

PRESENT TO BOARD: JUNE 19, 2024

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: ADOPTION OF AGENDA

It is recommended that the agenda of the regular meeting of June 19, 2024 be adopted.

SUGGESTED MOTION:

Move to adopt the agenda of the regular meeting of June 19, 2024 as presented.

**REGULAR MEETING AGENDA
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
HIGHLANDS CAMPUS
JUNE 19, 2024
1:00 P.M.**

- 1.0 Call to Order and Preliminary Matters
 - 1.1 Adoption of Agenda
 - 1.2 Approval of Minutes
 - 1.2.1 Planning/Budget Workshop – May 15, 2024
 - 1.2.2 Regular Minutes – May 15, 2024
 - 1.3 Review of Master Calendar
- 2.0 Communications, Introductions, and Recognition
- 3.0 Public Comment
- 4.0 Presentations
- 5.0 Consent Agenda Action Items
 - 5.1 Personnel Actions
 - 5.2 Agreements and Contracts
 - 5.2.1 Contracts for Private Attorney Services 2024-2025 and College Attorney Services 2024-2025
 - 5.2.2 Dual Enrollment – School Board of Highlands County
 - 5.2.3 Dual Enrollment – Hardee County School Board
 - 5.2.4 Dual Enrollment – DeSoto County School Board
 - 5.2.5 Dual Enrollment – Polk County School Board
 - 5.2.6 Dual Enrollment – Parkview Prep Academy
 - 5.2.7 Dual Enrollment – Heartland Christian School
 - 5.2.8 Dual Enrollment – Grace Christian School
 - 5.2.9 Dual Enrollment – Home Education Students and Parents
 - 5.2.10 Affiliation Agreement – Lakeside Neurologic
 - 5.2.11 Agreement – Disaster and Non-Disaster Restoration of Operational Services
 - 5.2.12 Lease Agreement – Florida Center for Addictions and Dual Disorders
 - 5.2.13 Lease Agreement – Hotel Jacaranda
 - 5.3 Operating Actions
 - 5.3.1 Monthly Accounts Payable & Payroll Check Register
 - 5.3.2 Property Disposals – June 2024
- 6.0 Planning and Policy Issues
- 7.0 Academic and Student Matters
- 8.0 Other Action Items
 - 8.1 Current Unrestricted Fund Budget
 - 8.2 FY2024-25 Salary Schedule
 - 8.3 Capital Outlay Budget
 - 8.4 Capital Improvement Plan (CIP)
 - 8.5 Recertification of Direct Support Organization
 - 8.6 Approval of Presidential Contract

- 9.0 Reports
 - 9.1 Financial Report
 - 9.2 Resource Development Report
 - 9.3 President's Report
 - 9.4 Board Attorney Report
 - 9.5 Board Member Reports
 - 9.6 Board Chair Report
- 10.0 Adjournment



OFFICE OF THE PRESIDENT

Item 1.2.1

PRESENT TO BOARD: JUNE 19, 2024

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: MINUTES – PLANNING/BUDGET WORKSHOP – MAY 15, 2024

It is recommended that the minutes of the planning/budget workshop meeting held May 15, 2024 be approved as presented.

SUGGESTED MOTION:

**Move to approve the minutes of the May 15, 2024
planning/budget workshop meeting as presented.**

**PLANNING/BUDGET WORKSHOP MINUTES
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
MAY 15, 2024**

Members Present: Mrs. Terry Atchley, Chair
Mr. Tim Backer, Vice Chair
Mr. Devon Donaldson
Mr. John Eason
Dr. Louis Kirschner
Mrs. Kris Y. Rider
Mrs. Pamela T. Karlson, College Attorney
Mr. Fred Hawkins, President/Secretary

Excused: Mr. Derren Bryan

Staff Present:	Mrs. Jamie Bateman	Mrs. Ashley Bennett	Dr. Mark Bukowski
	Dr. Kathleen Cappo	Mr. Peter Elliott	Dr. James Hawker
	Mr. Don Kesterson	Mrs. Melissa Kuehnle	Mrs. Michelle Leidel
	Mr. John Lackey	Mr. Keith Loweke	Dr. Chris van der Kaay Mrs.
	Teresa Vorous	Mrs. June Weyrauch	Mrs. Amie Kelly
	Ms. Carleigh Okwali		

Excused: Dr. Michele Heston Ms. Cindy Garren

Others Present: Mrs. Barbara Kirschner

CALL TO ORDER

At 11:02 a.m., the Planning/Budget Workshop of the District Board of Trustees was called to order on the Highlands Campus by Board Chair, Mr. Terry Atchley.

Mr. Atchley welcomed everyone to the Planning/Budget Workshop. Dr. van der Kaay introduced himself to the newly appointed trustees and gave a brief overview of his job responsibilities.

STRATEGIC PLANNING

Dr. van der Kaay gave a brief overview to the Board of the Planning Workshop. He presented the college's five-year Strategic Plan 2024-2028 – Destination 2028 for the Board's review.

Mr. Atchley thanked Dr. van der Kaay for all his hard work and his presentation. He stated that he greatly appreciates all the work and being able to contribute input and meet one-on-one this year. President Hawkins added that if the new trustees wanted to meet individually to discuss the Strategic Plan, to please let us know. He stated the Strategic Plan 2024-2028 – Destination 2028 would be recommended for Board approval during the regular Board meeting following the workshop.

2024-2025 Budget Proposal

- a. Mr. Atchley thanked Mr. Peter Elliott and his team for their work on the budget this year. Mr. Elliott began the workshop with an overview of the 2024-2025 Budget. He highlighted House Bill 5001 – General Appropriations Act (GAA) and several bills of interest.

- b. Mr. Elliott discussed current and non-current fund definitions and gave a brief overview.
- c. Mr. Elliott discussed Enrollment Projections – the FTE Trend Information. He stated that enrollment is projecting flat and he gave a brief overview. Mr. Elliott highlighted the student fees and stated for the twelfth consecutive year there is no proposed increases in tuition.
- d. Mr. Elliott gave an overall summary of revenue and expense comparison for FY24 and proposed FY25.
- e. Mr. Elliott gave an overall summary of the budget and projected fund balances for both FY24 and FY25. He stated that a spending plan will need to be made and he will bring it back to the DBOT at the September meeting. As this plan will need to be submitted to the Florida State Board of Education.
- f. Mr. Elliott presented and discussed the FY25 General Fund Budget Summary. He recapped the salary adjustment plan from last year to implement requirements of Amendment 2 and establish a minimum wage rate of \$15.00 per hour. Mr. Elliott stated that we accomplished that last year.
- g. Mr. Elliott discussed the Unexpended Plant Fund Budget.
- h. Mr. Elliott recapped what the DBOT will be asked to approve at the June 19 DBOT meeting as follows:
 - * Reaffirmation of the existing tuition and fee rates at the same level as FY24
 - * An amended College Salary Schedule
 - * Reflecting positions added, deleted, or amended as of June 1, 2024
 - * One-time, non-recurring, pay adjustment for all FT/PT employees in regularly established positions to be approved at a future meeting.
 - * General Fund (Fund 1) budget
 - * Authorizing revenues and expenditures for college operations
 - * Unexpended Plant Fund (Fund 7) budget
 - * Authorizing revenues and expenditures for college capital outlay projects

COMMENTS

Mr. Atchley asked if the benefits expenses in the General Fund (Fund 1) included the state health plan and Dr. Kirschner asked about the sustainability of health insurance as is. Mr. Elliott addressed both their questions pertaining to the state health plan and gave a brief overview of what we know to date.

Dr. Kirschner asked if the HVAC project cost would be covered by PECO funds. Mr. Elliott stated a portion and gave an overview of cost funding.

Mr. Atchley thanked Mr. Elliott and team for all they do to prepare the budget and for the presentation.

There being no further discussion, the Budget Workshop adjourned at 12:12 p.m.



OFFICE OF THE PRESIDENT

Item 1.2.2

PRESENT TO BOARD: JUNE 19, 2024

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: MINUTES – REGULAR MEETING – MAY 15, 2024

It is recommended that the minutes of the regular meeting held May 15, 2024 be approved as presented.

SUGGESTED MOTION:

Move to approve the minutes of the May 15, 2024 regular meeting as presented.

**MEETING MINUTES
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
MAY 15, 2024**

Members Present: Mr. Terry Atchley, Chair
Mr. Tim Backer, Vice Chair
Mr. Devon Donaldson
Mr. John Eason
Dr. Louis H. Kirschner
Mrs. Kris Y. Rider
Mr. Fred Hawkins, President/Secretary
Mrs. Pamela T. Karlson, College Attorney

Excused: Mr. Derren Bryan

Staff Present:	Mrs. Jamie Bateman	Mrs. Ashley Bennett	Dr. Mark Bukowski
	Dr. Kathleen Cappel	Mr. Peter Elliott	Ms. Michele Halle
	Dr. James Hawker	Mr. Don Kesterson	Mrs. Melissa Kuehnle
	Mrs. Michelle Leidel	Mrs. Amie Kelly	Dr. Chris van der Kaay
	Mrs. Teresa Vorous	Mrs. June Weyrauch	Mrs. Anastasia Fuchser
	Mr. Keith Loweke	Mr. John Lackey	Ms. Carleigh Okwali
	Ms. Megan Togno	Mrs. Kelly Fairfield-Dec	Ms. Emily Hendges
	Dr. Daniel Sanches	Mr. Rob Hampton	Mrs. Courtney Green
	Mrs. Deborah Latter		

Excused: Dr. Michele Heston Ms. Cindy Garren

Others Present:	Mrs. Barbara Kirschner	Mrs. Keaton Griffin	Mr. Tom Griffin
	Mrs. Tami Cullens	Mr. Andrew Fells	Mr. Alex Fells
	Dr. Lindsey Bryon		

The regular meeting of the District Board of Trustees was called to order at 1:04 p.m. on the Highlands Campus of South Florida State College by Board Chair, Mr. Terry Atchley.

1.0 PRELIMINARY MATTERS

1.1 Adoption of Agenda

Mrs. Rider made a motion, seconded by Mr. Backer, to adopt the agenda with the additions of item 8.3 and 8.4 of the regular meeting as presented. Those voting in favor of the motion were Mr. Atchley, Mr. Backer, Mr. Donaldson, Mr. Eason, Dr. Kirschner, and Mrs. Rider. **Motion carried by unanimous vote.**

1.2 Approval of Minutes

1.2.1 Regular Meeting Minutes

Mr. Backer made a motion, seconded by Dr. Kirschner, to approve the minutes of the regular meeting held April 17, 2024 as presented. Those voting in favor of the motion were Mr. Atchley, Mr. Backer, Mr. Donaldson, Mr. Eason, Dr. Kirschner, and Mrs. Rider. **Motion carried by unanimous vote.**

1.3 **Review of Master Calendar**

The Master Calendar was reviewed. Mr. Atchley highlighted that the Foundation's Legacy Showcase and Fundraiser will be held on June 13. He recommended to cancel the July 17 DBOT meeting due to meeting and travel schedules. Mr. Atchley stated that the Board would meet back on August 14 for the annual reorganization and set the DBOT meeting schedule for the year. **Mr. Eason made a motion, seconded by Mr. Donaldson, to approve the DBOT Master Calendar with the recommendation to cancel the July 17 DBOT meeting.** Those voting in favor of the motion were Mr. Atchley, Mr. Backer, Mr. Donaldson, Mr. Eason, Dr. Kirschner, and Mrs. Rider. **Motion carried by unanimous vote.**

2.0 **COMMUNICATIONS, INTRODUCTIONS, AND RECOGNITIONS**

2.1 **Introductions**

Mr. Atchley welcomed our newly appointed trustees, Mr. Devon Donaldson and Mr. John Eason. He asked for round the table introductions of trustees and college staff in attendance for our newly appointed trustees.

Mr. Atchley recognized and honored our two outgoing trustees, Mrs. Tami Cullens and Mrs. Kris Rider and college attorney, Mrs. Pam Karlson. He stated that it has been a privilege to serve with each one of them and the college has been blessed to have them.

3.0 **PUBLIC COMMENT**

None

4.0 **PRESENTATION**

4.1 **College Attorney Recommendation**

Mr. Atchley gave a brief overview of the college attorney selection process. He presented the recommendation to the Board for approval based on the terms submitted by GrayRobinson. President Hawkins introduced Mr. Scott Cole with GrayRobinson. Mr. Cole gave a brief background on the firm and thanked the Board for the opportunity to be here today. Dr. Kirschner asked if the Board was going to get any information on the firms that submitted proposals and voiced his concerns of not having a local attorney firm. Mr. Atchley stated all that information is available and addressed his concerns. Mr. Backer and Mrs. Rider both stated that they agree with the recommendation. Mr. Eason added that he has worked with GrayRobinson firm before for many years. Mrs. Karlson stated that she believes the firm will lead the college in a good direction. . **Mr. Eason made a motion, seconded by Mrs. Rider, to accept the recommendation to retain GrayRobinson as the college attorney as presented.** Those voting in favor of the motion were Mr. Atchley, Mr. Backer, Mr. Donaldson, Mr. Eason, Dr. Kirschner, and Mrs. Rider. **Motion carried by unanimous vote.**

(EXHIBIT "A")

5.0 **CONSENT AGENDA ACTION ITEMS**

5.0 **Personnel Actions**

Approved a list of full-time career staff; full-time professional staff; full-time faculty; retirements; reappointments, , full-time faculty , 2024-25; and adjunct faculty for the 2023-24, academic year as needed as presented.

(EXHIBIT "B")

5.2 Agreements and Contracts

5.2.1 Affiliation Agreement – Sebring Healthcare Services, LLC d/b/a HCA Florida Highlands Hospital

Approved the agreement between Sebring Healthcare Services, LLC d/b/a HCA Florida Highlands Hospital and South Florida State College as presented.

(EXHIBIT "C")

5.3 Operational Actions

5.3.1 Monthly Accounts Payable/Payroll Check Register

Approved the monthly accounts payable/monthly payroll check registers and summary for all funds through March 2024.

(EXHIBIT "D")

5.3.2 Property Disposals – May 2024

Approved the deletion of college property from inventory records as presented.

(EXHIBIT "E")

5.3.3 Bad Debt Listing

Approved the write off of uncollectible debt in the amount of \$ 33,522.67 as presented.

(EXHIBIT "F")

5.3.4 Annual Fixed Assets Inventory

Accepted the Annual Fixed Assets Inventory as presented.

(EXHIBIT "G")

Mr. Backer made a motion, seconded by Mr. Donaldson, to approve the Consent Agenda, Items 5.1 through 5.3.4 as presented. Those voting in favor of the motion were Mr. Atchley, Mr. Backer, Mr. Donaldson, Mr. Eason, Dr. Kirschner, and Mrs. Rider. **Motion carried by unanimous vote.**

6.0 PLANNING AND POLICY ISSUES

None

7.0 ACADEMIC AND STUDENT MATTERS

7.1 Curriculum Proposals

Dr. Hawker presented on behalf of Dr. Heston the curriculum addition and revisions to the Board.

(EXHIBIT "H")

Mr. Backer made a motion, seconded by Mr. Eason, to approve the curriculum proposals as presented. Those voting in favor of the motion were Mr. Atchley, Mr. Backer, Mr. Donaldson, Mr. Eason, Dr. Kirschner, and Mrs. Rider. **Motion carried by unanimous vote.**

8.0 PURCHASING AND OTHER ACTION ITEMS

8.1 Special Needs Shelter Agreements with DeSoto and Hardee Counties

Mr. Elliott presented a request to approve the agreements with DeSoto and Hardee Counties Emergency Managements for two years allowing them to use the DeSoto and Hardee campuses in advance of a potential disaster or immediately after a disaster event.

(EXHIBIT "I")

Mr. Backer made a motion, seconded by Mr. Donaldson, to approve the Special Needs Shelter Agreement between South Florida State College and the DeSoto and Hardee Emergency Managements as presented. Those voting in favor of the motion were Mr. Atchley, Mr. Backer, Mr. Donaldson, Mr. Eason, Dr. Kirschner, and Mrs. Rider. **Motion carried by unanimous vote.**

8.2 Annual Facilities Inspection Summary Report

Mr. Elliott presented a request to approve the Annual Comprehensive Safety Inspection Reports from Fire Prevention Specialists, a fire retained through the Florida College System Risk Management Consortium.

(EXHIBIT "J")

Dr. Kirschner made a motion, seconded by Mr. Backer, to approve the fire safety, sanitation, and casualty inspection reports for the 2023-2024 year as presented. Those voting in favor of the motion were Mr. Atchley, Mr. Backer, Mr. Donaldson, Mr. Eason, Dr. Kirschner, and Mrs. Rider. **Motion carried by unanimous vote.**

8.3 SFSC Mission Statement Affirmation

The Board reviewed the current SFSC Mission Statement. No changes were recommended.

(EXHIBIT "K")

Mr. Eason made a motion, seconded by Mrs. Rider, to affirm the SFSC Mission as presented. Those voting in favor of the motion were Mr. Atchley, Mr. Backer, Mr. Donaldson, Mr. Eason, Dr. Kirschner, and Mrs. Rider. **Motion carried by unanimous vote.**

8.4 SFSC Strategic Plan (Destination 2027)

Mr. Elliott presented the SFSC Strategic Plan (Destination 2028) for approval.

(EXHIBIT "L")

Mr. Donaldson made a motion, seconded by Mr. Backer, to approve the SFSC Strategic Plan (Destination 2028) as presented. Those voting in favor of the motion were Mr. Atchley, Mr. Backer, Mr. Donaldson, Mr. Eason, Dr. Kirschner, and Mrs. Rider. **Motion carried by unanimous vote.**

9.0 REPORTS

9.1 Financial Report

Mr. Elliott reported on the graphs and revenue and expenditure summary compared to budgeted funds within the Operating Budget through March 2024.

(EXHIBIT "M")

9.2 Resource Development Report

Mrs. Bateman reported that the South Florida State College Foundation, Inc. received donations and pledges in the amount of **\$10,323.60** from April 1 through April 30, 2024.

Mrs. Bateman reported on the following items:

1. Announced the Dr. McLochlin Estate is under contract.
2. Lobbyist Update: Mrs. Bateman welcomed The Griffin Group to the meeting. Mr. Tom and Keaton Griffin gave an update from this year's session. President Hawkins and Mr. Atchley thanked them for all that they do for the college and being at today's meeting.
3. SFSC/UF NSF HSI Stem Grant: Mrs. Bateman welcomed Dr. Lindsay Byron to the meeting. Dr. Bryon gave a brief background on what she does at University of Florida. She gave a brief update on the newest grant awarded and what that means for SFSC.

9.3 President's Report

President Hawkins reported on the following items:

1. Military Friendly School Update: Dr. Mark Bukowski reported that we were awarded the Military Friendly school award again this year and commended Mr. Rob Hampton for his efforts.
2. Panther Athletics: President Hawkins congratulated both our Panther baseball and softball teams for their seasons. He reported that the softball team traveled to Alabama for the championship tournament and placed 2nd. He shared with the Board that the girls had to travel the day of commencement and that he along with others Face Timed the team for a virtual conferring of their degrees.
3. Congratulated the Foundation for no audit findings. He commended Mrs. Bateman and her team for their continued good work.
4. Recognized Dr. Bukowski for the work he does in preparing for commencements. President Hawkins highlighted Spring Commencement held on May 7.
5. Recognized Mrs. Cullens, Mrs. Rider, and Mrs. Karlson again for their time and service to the college and communities.

9.5 Board Attorney's Report

Mrs. Karlson thanked the Board again for the opportunity to serve as the college attorney. She stated that she leaving the college in good shape.

9.6 Board Members' Reports

Mr. Backer stated the commencement was wonderful and proud to be a part of the ceremony. He welcomed the new trustees and wished both Mrs. Rider and Mrs. Karlson the best. Mr. Backer stated that both will be missed.

Dr. Kirschner welcomed Mr. Donaldson and Mr. Eason to the Board. He wished both Mrs. Rider and the Mrs. Karlson the best. He thanked Mrs. Karlson for her work as the college attorney.

Mr. Eason stated that he is excited to be on the Board.

Mr. Donaldson agreed with Mr. Eason and is excited to serve on the Board.

Mrs. Rider stated it has been a great ride and welcomed the new trustees. She stated that she will continue to pray over the college.

9.7 Board Chair Report

Mr. Atchley congratulated everyone on a wonderful commencement and their hard work. He stated that Mrs. Rider and Mrs. Karlson will be missed and wished both the best. Mr. Atchley thanked everyone for doing an amazing job.

10.0 ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 2:39 p.m.



OFFICE OF THE PRESIDENT

Item 1.3

PRESENT TO BOARD: JUNE 19, 2024

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: REVIEW OF MASTER CALENDAR

Information:

The Board of Trustees Calendar identifies the activities, meetings, and issues directly affecting the Board throughout the year. Please review the attached calendar and identify any additional items that should be listed, or any changes that might be necessary.

District Board of Trustees Master Calendar

JUNE 2024		JULY 2024	AUGUST 2024
13	SFSC Foundation's Legacy Showcase and Fundraiser, 6:30 PM, Hotel Jacaranda	17 Board Meeting, 1 PM Highlands Campus	12 Convocation, Highlands Campus
19	Board Meeting, 1 PM Highlands Campus		14 Board Meeting, 1 PM Highlands Campus
SEPTEMBER 2024		OCTOBER 2024	NOVEMBER 2024
TBD	Board Meeting, 1 PM Highlands Campus	TBD Board Meeting, 1 PM Highlands Campus	No Board Meeting
DECEMBER 2024		JANUARY 2025	FEBRUARY 2025
TBD	Board Meeting, 1 PM Highlands Campus	TBD Board Meeting, 1 PM Highlands Campus	TBD Board Meeting, 1 PM Highlands Campus
12	Fall Commencement		
MARCH 2025		APRIL 2025	MAY 2025
TBD	Board Meeting, 1 PM Highlands Campus	TBD Board Meeting, 1 PM Highlands Campus	TBD Board Meeting, 1 PM Highlands Campus
			8 Spring Commencement

New Addition
Tentative *

2.0 Communications, Introductions, and Recognitions

3.0 Public Comment

4.0 *Presentations*

5.0 Consent Agenda Action Items



OFFICE OF THE PRESIDENT

Item 5.0

PRESENT TO BOARD: JUNE 19, 2024

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: CONSENT AGENDA ACTION ITEMS

The following Consent Agenda is provided for your review. Any Consent Agenda item may be discussed or removed from the Consent Agenda at the request of any Board member. The actual agenda items with background information are provided in the related section of the Board Agenda. The following sections of the agenda are included in the Consent Agenda: Personnel Actions, Contracts/Agreements, Grant Awards, and Operating Actions. Your consideration of the recommended action is appreciated.

SUGGESTED MOTION:

Move to approve the agenda items listed in the Consent Agenda.

	CONSENT AGENDA ACTION ITEMS	Page
5.1	Personnel Actions	24
5.2	Agreements and Contracts	31
	5.2.1 Contracts for Private Attorney Services 2024-2025 and College Attorney Services 2024-2025	
	5.2.2 Dual Enrollment – School Board of Highlands County	
	5.2.3 Dual Enrollment – Hardee County School Board	
	5.2.4 Dual Enrollment – DeSoto County School Board	
	5.2.5 Dual Enrollment – Polk County School Board	
	5.2.6 Dual Enrollment – Parkview Prep Academy	
	5.2.7 Dual Enrollment – Heartland Christian School	
	5.2.8 Dual Enrollment – Grace Christian School	
	5.2.9 Dual Enrollment – Home Education Students and Parents	
	5.2.10 Affiliation Agreement – Lakeside Neurologic	
	5.2.11 Agreement – Disaster and Non-Disaster Restoration of Operational Services	
	5.2.12 Lease Agreement – Florida Center for Addictions and Dual Disorders	
	5.2.13 Lease Agreement – Hotel Jacaranda	
5.3	Operating Actions	45
	5.3.1 Monthly Accounts Payable & Payroll Check Register	
	5.3.2 Property Disposals – June 2024	



OFFICE OF THE PRESIDENT

Item 5.1

PRESENT TO BOARD: JUNE 19, 2024

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: PERSONNEL ACTIONS

It is recommended that the personnel items, as specified below, be approved:

I. APPOINTMENTS, FULL-TIME PROFESSIONAL STAFF:		
<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Christina Blakey-Dohmann	Executive Assistant: Vice President for Academic Affairs and Student Service	05/28/24
II. APPOINTMENTS, FULL-TIME FACULTY:		
<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Margaret Brewer	Instructor, Accounting and Business	8/9/2024
Tanna Markel	Temporary Instructor, Drafting	8/9/2024
III. RESIGNATIONS:		
<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Joseph Marble	Law Enforcement Coordinator	05/31/24
Tina Stetson	Director of Financial Aid	05/31/24
Kathy Sandmoen	Director of Surgical Services	06/02/24
Jazmin Marie Rosario	Advisor, PATHways	07/03/24
Jeff Miller	Manager, Custodial Services & Grounds Maintenance	07/31/24
IV. Retirements		
<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
MaryAnn Severson	Professor, Psychology	07/31/24
V. ADJUNCT FACULTY, 2023-24, ACADEMIC YEAR AS NEEDED:		
<u>Name</u>	<u>Teaching Area</u>	<u>Rank</u>
Traci Eyer	ABE/GED/ESOL	I

VI. ADJUNCT FACULTY, 2024-25, ACADEMIC YEAR AS NEEDED:		
<u>Name</u>	<u>Teaching Area</u>	<u>Rank</u>
Jarrold Akins	Fire Science	IIIB
Dolores Alaire	ABE/GED/ESOL	III
Justiniano Alegre	CDL Instructor	IV
Mirna Alvarado	ABE/GED/ESOL	II
Douglas Andrews	Education/Music/Humanities	IA
Crystal Ashworth	BLS/CPR/EMS	IIIB
Jeffrey Babbitt	HVAC Technology	IV
Adan Badillo Jr	CDL Instructor	IV
Ball, Brandon A.	Criminal Justice/EMS/Fire Science	II
Paul Bart	Network Systems Technology	II
Todd Barton	Fire Science	IV
Heather Bass	Radiography	IV
Christopher Bates	Criminal Justice	IIIB
Kristina Belanger	Business/Busin Law/Legal & Ethical Envir	I
Donna Bellamy	ABE/GED/ESOL	II
Adam Benham	Fire Science	IV
Robert Bennear	Adult Education	II
Richard Berning	EMS	IIIB
EG Bishop	Psychology	I
Kanisha Blandin	Developmental Mathematics	III
William Bluhm	Welding	III
Tanya Boatwright	Nursing	II
James Bodeck	Fire Science	IV
Amy Bohan	Anatomy/Physiology/Intro Biology	II
Michael Bois	Biology	II
Jeanette Braddock	Public Safety Telecommunications	IV
Allen Branch	Anatomy & Physiology/Nursing	II
Teresa Brandeberry	CDL Instructor	IV
David Brown	Fire Science	II
Ramunda Brown	Criminal Justice	IV
Gregory Bubb	Criminal Justice A.S. Degree	II
Sean Bueford	Criminal Justice	IV
Victoria Burnett	English	II
Danielle Burnsed	CJ/Telecommunications	IIIB
Kimberly Cafilisch	English/Humanities	II
Raymond Cameron	Religion	II
Terrell Camp	EMS	IV
Carolyn Campbell	Mathematics	IIA
George Carlisle II	Criminal Justice	III
Francis Patrick Carey III	Practical Nursing/5G	IIIB
Michael Carter	English	II
Ronnie Carter	Real Estate	III
Gary Cartwright Jr	Criminal Justice	IV
Roberta Case	Criminal Justice	III
Rosa Candejas	Dental Assisting	III
Angel Chabrier	ABE/GED/ESOL	II
Alan (Randy) Chancey	EMS	IIIB
Laura Christ	Yoga	IV
Erik Christensen	Math/Physics/Soft Skills 5G	IIA

Diana Cobble	American Sign Language	II
Joseph Colamonico	Electrical Apprenticeship	IV
Noah Connell	Fire Science/EMS	IV
Shantavia Conner	Accounting/Business	II
Ellen Cover	Biology/Env Science/Ecology	I
Nataliya Cozier	ABE/GED/ESOL	II
Joni Creed	History	II
Jessica Crespo	Nursing	II
Darlene Crook	Nursing	II
Chandra Cunningham	Criminal Justice	IV
Karyn D'Amico	ABE/GED/ESOL	II
Tonya Dagna	A.S. RN to BSN/Practical Nursing	II
Brittany Davidson	Nursing	II
Alicia Davis	Phlebotomy	IIIB
Natarsha Davis	Psychology/Speech	I
Linda Davis	Super & Mgmt (BAS)/Network Systems	I
Danielle Day	English/Humanities/Psychology/CJ	I
Willard Decker	Criminal Justice	IV
Maria Dela Cruz	Nursing: ADN, PN, Nurse Assistant	I
Anthony Derosa Perez	Fire Science	IV
Michael Derry	Economics	II
Dixie Detelj	Nursing	II
Paul DiNome	Welding	IV
Terry Don	English/Humanities	II
Kimberley Dos Santos	Elementary Education	I
Christine Douglass	Nursing (Clinicals only)	II
Norine Dowd	Dental Education	III
Debra Downing	ABE/GED/ESOL	II
Jess Driskell	ABE/GED/ESOL	III
Kandis Drymon	Phlebotomy	IV
MaryLynn Durkin	Medical Assisting/CPR	IV
Carol Dutton	Business/Accounting	IA
Johnny Eiland	Auto Collision Repair and Refinishing	IV
Maria Theresa Espiritu	Nursing	II
Daniel Estabrooks	Biology	II
Joshua Exendine	EMS/Fire Science	IIIB
Traci Eyer	ABE/GED/ESOL	I
Bernard Fanfan	ABE/GED/ESOL	III
James Fansler	Criminal Justice	IV
Jeffrey Fennell	Criminal Justice	II
Joshua Ferrante	EMS Programs	IIIB
Alice Fletcher	Criminal Justice	II
Austin Garza	Criminal Justice	III
Kevin Gentry	Criminal Justice	IV
Esther Gill	Humanities/History/Conv Spanish	II
Thomas Gillard	Criminal Justice	IV

Joan Goater	English/Literature (DE only/DeSoto HS)	II
Kimberly Goddard	Practical Nursing, ADN, Lab Only	III
Ralene Graham	Practical Nursing/ADN	III
David Gravelin	Math Immersion	III
Marjorie Gray	ABE/GED/ESOL	III
Jessica Greenidge	PN/ASN Clinicals	IIIB
Christine Greenwald	Nursing: ADN, PN, Nurse Assistant	II
Beverly Grinis	Microcomputers	IIA
Katherine Grizzell	Political Science	II
Carrie Guffy	Music Appreciation	II
Calvin Gunn Jr	Criminal Justice	IV
Glenn Hales	ABE/GED/ESOL	I
Timothy Hansen	Culinary Arts/Food Management	IIIB
Thomas Haralson Jr	Business	II
Thomas Haralson	Criminal Justice	IV
Terri Harrison	Business, Management, Leadership	II
Sheryl Hauger	ABE/GED/ESOL/Cosmetology	II
William Henderson	ABE/GED/ESOL	III
Antoine Hester	EMS	IIIB
Corey Hester	EMS	III
Curtis Heyda	Mathematics	I
Todd Hidde	Welding	IV
Sullyann Hinkle	Education	II
Brett Hogan	EMS/Fire Science	IIIB
Gayle Horton	Philosophy	I
Jennifer Huff	EMS Programs	IIIB
Penelope Jahna	Mathematics (DE)	II
Emmeline Jean Baptiste	Nursing	II
Brian Jenkins	Fire Science	IIIB
Donna Jenkins	Practical Nursing LPN (Clinicals only)	IIIB
Ryan Jenkins	Fire Science	IV
Ernesto Jimenez	ABE/GED/ESOL	III
LaShon Johnson	EMS	IIIB
Sharmin Jones	Nursing (Associate's Degree)	II
Wesley Jones	Criminal Justice	IV
Ben Juliano	Softskills 5G	III
Edward Kelly	Automotive Service Technology	IV
Niloofer Kahlili-Bickel	ABE/GED/ESOL	I
Richard Kogelschatz	Education	II
Jennifer Korn	Biology/Anatomy & Physiology/Botany	I
Melissa Kurtz	Criminal Justice	IIIB
Dale LaFlam	Criminal Justice	IIIB
Michelle Lambert	ABE/GED/ESOL	III
Anne Lang	Child Development & Education	III
Maria Larison	Spanish Only	II
Luci Latina	Humanities	I
Brenda Latta	Teacher Education	IIA
William Laursen	Criminal Justice	IV
Ian Lilly	ABE/GED/ESOL	III
Andrew Livingston	ABE/GED/ESOL	III
David Lopez	Automotive Technology	IV
Larid Lopez	ABE/GED/ESOL	II

Bert Lucas	ABE/GED/ESOL	III
Yvette Lujan	Speech Communicaion	II
Jenny Luckenbill	Dental Hygiene	III
Brian Lynch	EMS Programs	III
Margaret MacBeth	English	II
Austin Maddox	Fire Science	IV
Kathryn Maddox	Developmental English	III
Tanna Markel	Drafting & Design/Dev Math	III
Chad Marley	Fire Science	IIIB
Evelyn Marley	Practical Nursing, ADN, Lab Only	IIIB
Royce Marlow	Criminial Justice A.S. Degree Program	II
Rocco Mazza	ABE/GED/ESOL	II
Betty McCarthy	Art	IV
Michael McCoy	Education/FYE	I
Margaret McDonald	Prac Nurs/Nurs Asst/Med Asst/BLS/CPR	IIIB
Yvonne McDonald	Teacher Education	II
Crystal McGann	Public Safety Telecommunications	IV
Sheryl McGrath	Dental Hygiene	II
Kailey Jo McKenna	Nursing	III
Teri McLaren	English & Literature, Art, Humanities	IIA
Antwann McMillian	EMT/Paramedic/Fire Science	IIIB
Abby Miller	Political Science	II
Emily Ann Miller	A.S. RN to BSN/Practical Nursing	II
Anne Moore	Humanities	II
Russell Morris	Criminal Justice	IIIB
Jackson Mosley	Biological Sciences/Environ Sciences	II
Carlos Navarrete	EMS/Fire Science	IIIB
Rachel Nawrocki	ABE/GED/ESOL/Business/CCE	IA
Colin Nicholas	Personal Health/Community Health	I
Penney Norton	Child Development & Education	II
Robin Norton	Culinary Arts & Hospitality	III
Odalys O'Malley	Criminal Justice	III
Olga Ortegon	ABE/GED/ESOL	III
Emilio Pena	ABE/GED/ESOL	II
Jesus Perez	EMS	III
Danny Phelps	PACT Carpentry	IV
David Phillips	EMS	IV
Sara Pipal	Real Estate	IV
Luis Pratts Martinez	Criminal Justice	IV
JT Pridgeon	Com Vehicle Driving - Refresher	IV
Chris Priest	Theatre Appreciation	I
Melanie Proteau Blake	ESOL/ABE/GED	III
Colleen Rafatti	Education/Counseling/Child Dev	II
John Rankin	Basic Construction Elec/Elec Apprentice	IV
Donna Reed	ABE/GED/ESOL	II
Melody Reeder	Nursing (Clinicals Only)	III
Allen Reesor	Comparative Religion	I
Linda Reesor	Nursing/Health Services	I
Kristine Reifsnnyder	Education (DE only/Lake Placid HS)	II
Shirley Reyes	Nursing	II
Rex Richey	Criminal Justice	IV
Melynda Rigdon	Practical Nursing & ADN (clinicals only)	III
Jacob Riley	Criminal Justice	IV
Kimberly Riley	Agriculture/Horticulture	IIA
Steven Ritenour	Criminal Justice	IIIB

Carlos Rivera Jr	Fire Science	IIIB
Garrett Roberts	Criminal Justice/A.S. Degree CJ	I
Bryan Keith Robbins	History/Logistics and Business/5G/CCE	I
Janet Rodriguez	ABE/GED/ESOL	III
Lisa Saenz	ABE/GED/ESOL	II
Elder Salvador	Criminal Justice	IV
Samuel Samperi	AC Technology	IV
Steven Saumier	Welding	IV
Susan Savage	CNA Intro to Health	IV
Barry Schnable Jr	Criminal Justice	III
Glenn Schudel	English/Humanities	II
Schwarze, Jason	Mathematics	II
Tabita See	Biology/Microbiology	II
Jennifer Serrano	EMS	II
Paul Shannon	Fire Science/EMS	III
Robert Shannon	Criminal Justice	II
Kenneth Sheffield	ACLS/PALS/BLS (CWE only) FS	IV
Robin Sherwood	Criminal Justice	II
Kevin Shireman	Fire Science	IV
Helen Shoemaker	Nursing: PN, Nurse Assistant	III
James Simpson	EMS/Fire Science	IIIB
L McQueen Small	QuickBooks	III
Rachel Smit	Fire Science	IIIB
Gregory Smith	CPR/First Aid, BLS	III
Shane Smith	Criminal Justice/Telecommunications	IV
Crystal Snead	Criminal Justice	III
Nancy Sneider	EMS/Fire Science	IIIB
Tia Sorensen	Personal Fitness/ESOL/ABE/GED	III
Betty Sorrells	Education	II
Leonardo Soto-Toro	ABE/GED/ESOL	III
Hannah Souther	Criminal Justice/Telecommunications	IV
Robert Spencer	Criminal Justice	IV
Kim Stewart	PN/ASN/RN to BSN	II
Stuart Swanberg	Math Immersion	III
Steven Tarter	Electrical Apprenticeship	IV
Austin Taylor	Public Safety Telecommunications	IV
Melody Thomas	English	II
Ellen Thornton	Reading/Educator Preparation	II
Edson Timana	Economics	II
Charles True IV	EMS/Fire Science	IIIB
Francisco Trujillo Navarrete	ABE/GED/ESOL	III
Talina Ugarte	Spanish	II
Camille Vilela-Jones	English/Humanities	I
Selvin Walker	ABE/GED/ESOL	II
Randy Ward	EMT/Paramedic	IIIB
Kimberley Wasdin	Business/Marketing	II
Louise Weis	Art	IV
Sherri Whidden	Education (DE only)	II
Timothy Wilder	Master Student	II
Jason Wilkinson	Accounting/Business	II

	Ceceil Williams	Fire Science	IV
	Mellanie Williams	Criminal Justice/Telecommunications	IV
	Rachel Wood	English/Humanities	II
	Michael Woods	Speech	II
	Shelly Word	Political Science	IIA
	Jerry Wright	Education	I
	John Yannuzzi	PACT Plumbing	IV
	Michelle Yates	Nutrition	II
	Matthew Zahara	Fire Science	IV
	Shannon Zinck	English	I
	Brian Zorn	EMS/Fire Science	IV

SUGGESTED MOTION:

Move to approve the personnel recommendations as presented.



OFFICE OF THE PRESIDENT

Item 5.2.1

PRESENT TO BOARD: JUNE 19, 2024

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: CONTRACTS FOR PRIVATE ATTORNEY SERVICES 2024-2025 AND
APPOINTMENT OF COLLEGE ATTORNEY

Approval is requested from the District Board of Trustees to enter into contracts for fiscal year ending June 30, 2025 with the firms noted below to represent South Florida State College as needed. We have been pleased with the services by Allen, Norton & Blue, P.A., for employment law issues. We have agreed to a contract with GrayRobinson, P.A., as the new College Attorney.

Allen, Norton & Blue, P.A.

Allen, Norton, & Blue, P.A. has agreed to continue, to provide services under the same terms, with increased rates for 2024-2025 as listed below

- Annual Retainer: \$500
- Hourly Rates:
 - W. Reynolds Allen and Partners.....\$275.00/hr.
 - Associates.....\$225.00/hr.
 - Paralegals.....\$100.00/hr.

GrayRobinson, P.A.

GrayRobinson has agreed to a new contract, to provide services under a new contract for fiscal year 2024-2025 as listed below.

- Hourly Rates:
 - Shareholder, Of Counsel, Associates.....\$350.00/hr.
 - Paralegals.....\$200.00/hr.

SUGGESTED MOTION:

Move to approve the contracts for private attorney services 2024-2025 and appointment of college as presented.



OFFICE OF THE PRESIDENT

Item 5.2.2

PRESENT TO BOARD: JUNE 19, 2024

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: DUAL ENROLLMENT AGREEMENT – SCHOOL BOARD OF HIGHLANDS
COUNTY

Approval is requested to **renew** the dual enrollment agreement between School Board of Highlands County and South Florida State College for the purpose of providing dual enrollment opportunities to Highlands County. This agreement renews annually.

SUGGESTED MOTION:

Move to approve the agreement between School Board of Highlands County and South Florida State College as presented.



OFFICE OF THE PRESIDENT

Item 5.2.3

PRESENT TO BOARD: JUNE 19, 2024

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: DUAL ENROLLMENT AGREEMENT – HARDEE COUNTY SCHOOL BOARD

Approval is requested to **renew** the dual enrollment agreement between Hardee County School Board and South Florida State College for the purpose of providing dual enrollment opportunities to Hardee County. This agreement renews annually.

SUGGESTED MOTION:

Move to approve the agreement between Hardee County School Board and South Florida State College as presented.



OFFICE OF THE PRESIDENT

Item 5.2.4

PRESENT TO BOARD: JUNE 19, 2024

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: DUAL ENROLLMENT AGREEMENT – DESOTO COUNTY SCHOOL BOARD

Approval is requested to **renew** the dual enrollment agreement between DeSoto County School Board and South Florida State College for the purpose of providing dual enrollment opportunities to DeSoto County. This agreement renews annually.

SUGGESTED MOTION:

Move to approve the agreement between DeSoto County School Board and South Florida State College as presented.



OFFICE OF THE PRESIDENT

Item 5.2.5

PRESENT TO BOARD: JUNE 19, 2024

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: DUAL ENROLLMENT AGREEMENT – POLK COUNTY SCHOOL BOARD

Approval is requested to **renew** the dual enrollment agreement between Polk County School Board and South Florida State College for the purpose of providing dual enrollment opportunities to Polk County. This agreement renews annually.

SUGGESTED MOTION:

Move to approve the agreement Polk County School Board and South Florida State College as presented.



OFFICE OF THE PRESIDENT

Item 5.2.6

PRESENT TO BOARD: JUNE 19, 2024

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: DUAL ENROLLMENT AGREEMENT – PARKVIEW PREP ACADEMY

Approval is requested to **renew** the dual enrollment agreement between Parkview Prep Academy and South Florida State College for the purpose of providing dual enrollment opportunities to Highlands County. This agreement renews annually.

SUGGESTED MOTION:

Move to approve the agreement Parkview Prep Academy and South Florida State College as presented.



OFFICE OF THE PRESIDENT

Item 5.2.7

PRESENT TO BOARD: JUNE 19, 2024

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: DUAL ENROLLMENT AGREEMENT – HEARTLAND CHRISTIAN SCHOOL

Approval is requested to **renew** the dual enrollment agreement between Heartland Christian School and South Florida State College for the purpose of providing dual enrollment opportunities to Highlands County. This agreement renews annually.

SUGGESTED MOTION:

Move to approve the agreement Heartland Christian School and South Florida State College as presented.



OFFICE OF THE PRESIDENT

Item 5.2.8

PRESENT TO BOARD: JUNE 19, 2024

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: DUAL ENROLLMENT AGREEMENT – GRACE CHRISTIAN SCHOOL

Approval is requested to **renew** the dual enrollment agreement between Grace Christian School and South Florida State College for the purpose of providing dual enrollment opportunities to DeSoto County. This agreement renews annually.

SUGGESTED MOTION:

Move to approve the agreement Grace Christian School and South Florida State College as presented.



OFFICE OF THE PRESIDENT

Item 5.2.9

PRESENT TO BOARD: JUNE 19, 2024

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: DUAL ENROLLMENT AGREEMENT – HOME EDUCATION STUDENTS AND PARENTS

Approval is requested to **renew** the dual enrollment agreement between the home education students and parents and South Florida State College for the purpose of providing dual enrollment opportunities to home education students. This agreement renews annually.

SUGGESTED MOTION:

Move to approve the agreement Home Education Students and Parents and South Florida State College as presented.



OFFICE OF THE PRESIDENT

Item 5.2.10

PRESENT TO BOARD: JUNE 19, 2024

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: AFFILIATION AGREEMENT – LAKESIDE NEUROLOGIC

Approval is requested to **enter** into the agreement between Lakeside Neurologic and South Florida State College for the purpose of making the clinical facility available to the college's health sciences program.

SUGGESTED MOTION:

Move to approve the agreement between Lakeside Neurologic and South Florida State College as presented.



OFFICE OF THE PRESIDENT

Item 5.2.11

PRESENT TO BOARD: JUNE 19, 2024

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: AGREEMENT – DISASTER AND NON-DISASTER RESTORATION OF
OPERATIONAL SERVICES

The College previously held a contract with Belfor USA Group, Inc. facilitated through the Florida College System Risk Management Consortium (FCSRMC) and its fiscal agent, Santa Fe College. However, that contract was not renewed, and expired on April 30, 2024. With hurricane season underway, it is imperative that the College have a new contract in place to enable us to respond to disasters requiring immediate restoration. Including but not limited to: assessment and monitoring of damaged structures, moisture and water clean up and building dry out, restoration and reconstruction services, and environmental response. Such “pre-positioned” disaster recovery contracts are recommended as a best practice by the Federal Emergency Management Agency (FEMA) and to ensure compliance with federal procurement requirements for reimbursable recovery expenses.

Pursuant to College Policy and Rule 6A-14.0734(2)(c), Florida Administrative Code, the College is authorized to make purchases by the unit or enter into contracts for services at contract prices established through competitive solicitations by any unit of government established by law or of buying cooperatives.

We recommend that the College enter into a contract with one or more of the following firms to provide disaster recovery services, if necessary, through June 1, 2025.

Belfor USA Group, Inc. Omnia Contract #R191601

ATI Disaster Recovery Services Omnia Contract #2021.003053

DKI Solutions LLC Omnia Contract #R191606

SUGGESTED MOTION:

Move to authorize the staff to enter into an agreement with Belfor USA Group, Inc., ATI Disaster Recovery Services, and/or DKI Solutions, LLC, to provide disaster recovery services to the college, if needed through June 1, 2024.



OFFICE OF THE PRESIDENT

Item 5.2.12

PRESENT TO BOARD: JUNE 19, 2024

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: LEASE AGREEMENT – FLORIDA CENTER FOR ADDICTIONS AND DUAL
DISORDERS

Approval is requested to **renew** of the lease agreement between Tri-County Human Services, Inc. and South Florida State College for the Florida Center for Addictions and Dual Disorders at an annual rate of \$138,900. This represents no change from the prior year.

SUGGESTED MOTION:

Move to approve the renewal of the lease for The Florida Center for Addictions and Dual Disorders as presented.



OFFICE OF THE PRESIDENT

Item 5.2.13

PRESENT TO BOARD: JUNE 19, 2024

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: LEASE AGREEMENT – HOTEL JACARANDA

Approval is requested to **renew** the following rental agreement between South Florida State College and the SFSC Foundation, Inc. for the 2024-25 fiscal year as follows:

Site	2023-24 Monthly Rate	2024-25 Monthly Rate	Purpose of Lease
Hotel Jacaranda	\$7,044	\$7,044	Classroom and Lab Space

SUGGESTED MOTION:

Move to approve the renewal of the lease agreement between the SFSC Foundation, Inc. and South Florida State College for the Hotel Jacaranda as presented.



OFFICE OF THE PRESIDENT

Item 5.3.1

PRESENT TO BOARD: JUNE 19, 2024

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: MONTHLY ACCOUNTS PAYABLE/PAYROLL CHECK REGISTER

Summary information for disbursements for all funds through April are enclosed. Detailed information related to expenditures to date is available during normal business hours in the College Business Office.

SUGGESTED MOTION:

Move to approve the monthly accounts payable/monthly payroll check register as presented.

Accounts Payable:

	2023/2024 Checks		2023/2024 Electronic		2023/2024 P-Card		2023/2024 Totals	
	#	Amount	#	Amount	#	Amount	#	Amount
July	532	\$1,577,711.89	145	\$1,616,947.74	305	\$72,785.06	982	\$3,267,444.69
August	275	\$2,576,667.94	146	\$2,706,371.82	335	\$85,599.92	756	\$5,368,639.68
September	1419	\$2,791,186.73	164	\$2,491,673.97	428	\$90,713.78	2011	\$5,373,574.48
October	820	\$2,489,630.51	229	\$2,088,083.93	606	\$158,351.72	1655	\$4,736,066.16
November	467	\$869,712.09	192	\$1,275,088.61	506	\$100,503.22	1165	\$2,245,303.92
December	255	\$445,580.75	144	\$2,156,659.03	361	\$103,234.55	760	\$2,705,474.33
January	285	\$934,059.00	164	\$1,479,730.72	242	\$54,315.31	691	\$2,468,105.03
February	1600	\$2,533,011.63	206	\$1,839,234.46	556	\$146,821.97	2362	\$4,519,068.06
March	447	\$768,316.92	206	\$2,012,428.07	328	\$105,178.21	981	\$2,885,923.20
April	381	\$756,187.93	207	\$1,608,440.06	655	\$167,337.12	1243	\$2,531,965.11
May								
June								
Totals	6481	\$15,742,065.39	1803	\$19,274,658.41	4322	\$1,084,840.86	12606	\$36,101,564.66

Payroll:

	2023/2024 Checks		2023/2024 Electronic		2023/2024 Totals	
	#	Amount	#	Amount	#	Amount
July	7	\$24,489.82	404	\$1,150,504.19	411	\$1,174,994.01
August	6	\$12,441.91	376	\$1,129,712.45	382	\$1,142,154.36
September	6	\$11,945.63	423	\$1,217,590.96	429	\$1,229,536.59
October	7	\$9,897.08	462	\$1,277,637.61	469	\$1,287,534.69
November	8	\$10,094.06	480	\$1,279,548.12	488	\$1,289,642.18
December	6	\$14,310.47	473	\$1,726,584.58	479	\$1,740,895.05
January	6	\$9,592.97	399	\$1,134,987.59	405	\$1,144,580.56
February	7	\$12,509.69	460	\$1,244,173.78	467	\$1,256,683.47
March	10	\$12,605.95	480	\$1,274,122.19	490	\$1,286,728.14
April	5	\$7,870.70	484	\$1,278,104.68	489	\$1,285,975.38
May						
June						
Totals	68	\$125,758.28	4441	\$12,712,966.15	4509	\$12,838,724.43

Accounts Payable:

	2022/23				2023/24		
	# Payments	Monthly Total	Cumulative Total		# Payments	Monthly Total	Cumulative Total
July	632	\$2,023,352.22	\$2,023,352.22		982	\$3,267,444.69	\$3,267,444.69
August	602	\$1,965,291.69	\$3,988,643.91		756	\$5,368,639.68	\$8,636,084.37
September	1,875	\$3,862,364.77	\$7,851,008.68		2,011	\$5,373,574.48	\$14,009,658.85
October	1,275	\$1,843,696.19	\$9,694,704.87		1,655	\$4,736,066.16	\$18,745,725.01
November	1,533	\$2,163,113.37	\$11,857,818.24		1,165	\$2,245,303.92	\$20,991,028.93
December	814	\$2,166,981.41	\$14,024,799.65		760	\$2,705,474.33	\$23,696,503.26
January	654	\$2,226,541.50	\$16,251,341.15		691	\$2,468,105.03	\$26,164,608.29
February	2,540	\$9,409,860.31	\$25,661,201.46		2,362	\$4,519,068.06	\$30,683,676.35
March	1,113	\$2,561,666.48	\$28,222,867.94		981	\$2,885,923.20	\$33,569,599.55
April	862	\$2,613,352.45	\$30,836,220.39		1,243	\$2,531,965.11	\$36,101,564.66
May	1,094	\$3,428,758.38	\$34,264,978.77				
June	1,327	\$3,655,546.94	\$37,920,525.71				
Totals	14,321	\$37,920,525.71			12,606	\$36,101,564.66	

Payroll:

	2022/23				2023/24		
	# Payments	Monthly Total	Cumulative Total		# Payments	Monthly Total	Cumulative Total
July	410	\$1,065,568.76	\$1,065,568.76		411	\$1,174,994.01	\$1,174,994.01
August	372	\$981,235.08	\$2,046,803.84		382	\$1,142,154.36	\$2,317,148.37
September	411	\$1,082,066.61	\$3,128,870.45		429	\$1,229,536.59	\$3,546,684.96
October	433	\$1,062,036.28	\$4,190,906.73		469	\$1,287,534.69	\$4,834,219.65
November	446	\$1,084,124.90	\$5,275,031.63		488	\$1,289,642.18	\$6,123,861.83
December	459	\$1,133,598.55	\$6,408,630.18		479	\$1,740,895.05	\$7,864,756.88
January	392	\$1,003,592.10	\$7,412,222.28		405	\$1,144,580.56	\$9,009,337.44
February	445	\$1,072,642.31	\$8,484,864.59		467	\$1,256,683.47	\$10,266,020.91
March	450	\$1,129,927.15	\$9,614,791.74		490	\$1,286,728.14	\$11,552,749.05
April	461	\$1,104,981.09	\$10,719,772.83		489	\$1,285,975.38	\$12,838,724.43
May	462	\$1,186,672.05	\$11,906,444.88				
June	409	\$1,111,163.38	\$13,017,608.26				
Totals	5150	\$13,017,608.26			4509	\$12,838,724.43	



OFFICE OF THE PRESIDENT

Item 5.3.2

PRESENT TO BOARD: JUNE 19, 2024

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: PROPERTY DISPOSALS – JUNE 2024

Authorization is requested to delete the equipment items listed below. The capitalized item (over \$5,000) has been fully depreciated, therefore, there is no financial impact. These items are beyond repair and/or obsolete and will be held in storage until disposal. Any equipment with possible residual value will be auctioned or traded if feasible.

<u>Tag #</u>	<u>Date Purchased</u>	<u>Description</u>	<u>Cost</u>	<u>Condition</u>
5881	4/18/1988	Hoist Lift	\$ 4,400.00	Fair
7976	10/22/1992	Roll-in Stretcher	\$ 1,465.38	Poor
9019	3/10/1994	Migmaster 300 Welder	\$ 2,053.80	Poor
12503	8/10/2000	Sony 43' Color TV	\$ 1,599.00	Poor
12980	12/4/2001	Miller MIG 251 Welder	\$ 1,356.53	Fair
12982	12/2/2001	Miller MIG 251 Welder	\$ 1,356.53	Poor
12984	12/4/2001	Miller MIG 251 Welder	\$ 1,356.53	Fair
13873	10/20/2004	Eltron/Zebre I D Card Printer	\$ 3,698.00	Poor
14116	11/2/2005	DLP Projector	\$ 1,915.00	Poor
14881	8/9/2007	AX41040- Alpha Bed - Full Electric	\$ 1,426.67	Poor
14887	8/9/2007	AX41040- Alpha Bed - Full Electric	\$ 1,426.67	Poor
14888	8/9/2007	AX41040- Alpha Bed - Full Electric	\$ 1,426.67	Poor
15070	10/5/2007	Dukane DVP505A Camera	\$ 1,420.00	Poor
15159	12/4/2007	Air Purifying Respirator	\$ 1,099.59	Poor
15160	12/4/2007	Air Purifying Respirator	\$ 1,099.59	Poor
15458	8/1/2008	PIXY Phantom Full body RS-102	\$ 20,246.00	Poor
16066	7/9/2009	Dukane DVP505A Presenter	\$ 1,115.00	Poor

Total: \$ 48,460.96

SUGGESTED MOTION:

Move to approve the deletion of College property from inventory records as presented.

600 West College Drive, Avon Park, Florida 33825-9356 | 863-453-6661

6.0 Planning and Policy Issues

7.0 Academic and Student Matters

8.0 Purchasing and Other Action Items



OFFICE OF THE PRESIDENT

Item 8.1

PRESENT TO BOARD: JUNE 19, 2024

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: CURRENT UNRESTRICTED FUND BUDGET

Pursuant to State Board of Education Rule 6A-14.0716, Florida Administrative Code-Florida College Systems Budgets, the College shall prepare a budget for the Current Unrestricted (General) Fund in such form as prescribed by the State Board of Education. The District Board of Trustees shall approve the budget and it shall be submitted to the Chancellor of the Florida College System no later than June 30, 2024. Enclosed is the College's proposed General Fund budget for FY2024-2025, subject to the final approval and signature of the Governor.

SUGGESTED MOTION:

**Move to approve the Current Unrestricted Fund budget,
pending the final approval and signature, of the Governor.**



OFFICE OF THE PRESIDENT

Item 8.2

PRESENT TO BOARD: JUNE 19, 2024

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: FY2024-25 SALARY SCHEDULE

Pursuant to District Board of Trustees Policy 5.14 – Salary Schedule and Compensation, the Board approves all salary schedules and directs the President to administer the salary schedules and employee compensation for regular, temporary, and supplemental work assignments. The 2024-2025 Salary Schedule is presented to include all positions added, deleted, or amended as of June 1, 2024.

SUGGESTED MOTION:

Move to approve the amended Salary Schedule as presented.



OFFICE OF THE PRESIDENT

Item 8.3

PRESENT TO BOARD: JUNE 19, 2024

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: CAPITAL OUTLAY BUDGET

Pursuant to Section 1011.012, Florida Statutes- Annual Capital Outlay budget, the District Board of Trustees shall adopt a capital outlay budget for the ensuing year in harmony with the educational plan and ancillary facilities plan. The budget shall designate proposed capital outlay expenditures from all fund sources. Enclosed is the College's proposed Capital Outlay budget for the FY 2024-2025, subject to the final approval and signature of the Governor.

SUGGESTED MOTION:

Move to approve the Capital Outlay Budget, pending the final approval and signature, of the Governor.



OFFICE OF THE PRESIDENT

Item 8.4

PRESENT TO BOARD: JUNE 19, 2024

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: CAPITAL IMPROVEMENT PLAN (CIP)

Attached is a summary of the proposed renovation projects to be included with our Capital Improvement Plan (CIP) documents due June 30, 2024. The Capital Improvement Plan and Legislative Budget Request have been prepared in accordance with the Educational Plant Survey (2023-2028). Board approval is required.

The CIP process requires that we prioritize the projects annually:

- New Construction Projects- includes new facilities and additions
- Remodeling Projects- changes the use of currently assigned space
- Renovation Projects- improves or repairs existing facilities and/or provides infrastructure enhancements/improvements.

The documents have been prepared with due consideration of enrollment projections, anticipated program changes, and a current assessment of all facilities/infrastructure. If additional information or clarification is desired, please advise.

SUGGESTED MOTION:

Move to approve the Capital Improvement Plan for 2024-2025 through 2026-2027 and submission to the Division of Florida Colleges as presented.

FLORIDA COLLEGE SYSTEM
CIP 2 SUMMARY
CAPITAL IMPROVEMENT PLAN AND LEGISLATIVE BUDGET REQUEST
2024-2025 through 2026-2027

CIP 2

COLLEGE: South Florida State College

MAINTENANCE, REPAIR & RENOVATION PROJECTS

PRIORITY #	INITIAL REQUEST YEAR	PROJECT TYPE	PROJECT TITLE (include Site)	SITE No.	2024-2025	2025-2026	2026-2027	THREE YEAR TOTAL	TOTAL PRIOR APPROP	LOCAL FUNDS	TOTAL PROJECT COST*	ON APPROVED SURVEY?
3	2023	Renovation	Building B First Floor Renovation	1	\$0	\$3,213,225	\$3,243,326	\$6,456,551	\$0	\$0	\$6,456,551	YES
								\$0			\$0	
								\$0			\$0	
								\$0			\$0	
								\$0			\$0	
								\$0			\$0	
								\$0			\$0	
								\$0			\$0	
*Total Project Cost includes funding from all sources					TOTAL MAINTENANCE, REPAIR & RENOVATION PROJECTS \$ - \$3,213,225 \$ 3,243,326 \$ 6,456,551							

REMODELING, NEW CONSTRUCTION, REPLACEMENT & ACQUISITION PROJECTS

PRIORITY #	INITIAL REQUEST YEAR	PROJECT TYPE	PROJECT TITLE (include Site)	SITE No.	2024-2025	2025-2026	2026-2027	THREE YEAR TOTAL	TOTAL PRIOR APPROP	LOCAL FUNDS	TOTAL PROJECT COST*	ON APPROVED SURVEY?
1	2023	Remodel	Citrus Center-EMS Remodel	1	\$2,254,898	\$3,728,947	\$0	\$5,983,845	\$0	\$0	\$5,983,845	YES
2	2023	Remodel	Building Y Remodel	1	\$1,159,338	\$5,013,292	\$3,348,940	\$9,521,570	\$0	\$0	\$9,521,570	YES
								\$0			\$0	
*Total Project Cost includes funding from all sources					TOTAL REMODELING, NEW CONSTRUCTION, REPLACEMENT & ACQUISITION PROJECTS \$3,414,236 \$8,742,239 \$3,348,940 \$ 15,505,415							

GRAND TOTAL OF ALL PROJECTS \$ 3,414,236 \$ 11,955,464 \$ 6,592,266 \$ 21,961,966



OFFICE OF THE PRESIDENT

Item 8.5

PRESENT TO BOARD: JUNE 19, 2024

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: RECERTIFICATION OF DIRECT SUPPORT ORGANIZATION

In accordance with SFSC Policy 8.01, the South Florida State College Foundation, Inc. respectfully requests recertification to function on behalf of SFSC during the College's 2024-2025 Fiscal Year. Legal Authority: Florida Statute 1004.70.

SFSC policy 8.01 states that "each direct support organization (DSO) wishing to operate under the auspices of South Florida State College must be annually certified by the SFSC District Board of Trustees as meeting the conditions set forth by the Board. Direct support organizations so certified by the Board may be permitted the use of the College's property, facilities and personnel services."

SUGGESTED MOTION:

Move to accept the 2023, independent audit and IRS form 990 and to reauthorize the SFSC Foundation, Inc. to work on behalf of the college as a direct support organization for the 2024-2025 Fiscal Year as presented.

Conditions for certification include the following:

1. The DSO shall exist for the purpose of providing financial, scholarship, facility, equipment and other support to the College and its programs and students.
2. The DSO shall provide full, complete, and timely information on all of its activities to the SFSC District Board of Trustees as follows:
 - a. One or more members of the SFSC DBOT shall be designated by the Chair of the DBOT to serve as liaison voting members of the Board of Directors and the Executive Committee of the DSO.
 - b. The College President shall be a voting member of the Board of Directors and the Executive Committee of the DSO.
 - c. The College's Controller shall serve as ex-officio member of the Board of Directors of the DSO in the capacity of Assistant Treasurer.
 - d. The DSO shall make monthly reports to the DBOT.
 - e. The Executive Director of the DSO shall report administratively to the College President.
 - f. The DSO shall submit its annual independent audit and Income Tax Form 990 to the DBOT for review and acceptance.
3. The DSO will make an annual report on its activities in the spring of each year (typically May or June) so that the DBOT may certify the DSO by July 1st.

Summary of yearly accomplishments:

The South Florida State College Foundation, Inc. operates on a calendar fiscal year. During 2023, the SFSC Foundation continued to meet each of the mandates specified above. Specific activities and accomplishments for the year include:

Revenue

• Number of gifts	972
• Amount received	\$ 1,545,115.43
• Investment income	\$ 3,127,431.63
• Donated services	\$ 280, 299.76
• Rental Income	<u>\$ 400,224.27</u>
Total	\$ 5,353,071.09

Pledged Gift

• Field House Project	\$ 750,000.00
• General Nursing Scholarship	\$ 11,524.80
• Highlands County Bar Assoc. Scholarship	\$ 500.00
• Partnership Project	<u>\$ 2,310,000.00</u>
Total	\$ 3,072,024.80

Scholarships

• Number	560
• Amount awarded	\$ 358,604.14

Teaching Chairs awarded	Four
Take Stock in Children:	
Currently in program	111
High School graduates	23 this year, 587 total
Currently in college	243
College graduates	350
SFSC programs supported	All academic programs at the College
Facilities leased to SFSC	One
Board members elected	Three
DSO support from the College	In 2023, the College provided a budget of approximately \$352,531 to the Resource Development Office, with partial funding used to support the operation of the DSO.
Value added	\$1,545,115.43 raised at a cost to SFSC of \$280,299.76 devoted to operations, represents a significant ROI for the College.
Indebtedness of DSO	The SFSC Foundation has no indebtedness.



OFFICE OF THE PRESIDENT

Item 8.6

PRESENT TO BOARD: JUNE 19, 2024

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: APPROVAL OF PRESIDENTIAL CONTRACT

The SFSC District Board of Trustees will consider the approval of the presidential contract.

SUGGESTED MOTION:

Move to approve the presidential contract as presented.

9.0 Reports



OFFICE OF THE PRESIDENT

Item 9.1

PRESENT TO BOARD: JUNE 19, 2024

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: FINANCIAL REPORT SUMMARY & GRAPHS – **INFORMATION ITEM**

Enclosed for your review are the graphs and a summary of revenues and expenditures compared to budgeted funds within the Operating Budget through April 2024.

**SOUTH FLORIDA STATE COLLEGE
FINANCIAL SUMMARY
FISCAL YEAR 2023-24
April 30, 2024**

	Budgeted Annual Revenue	Recorded Year To Date	% Recorded of Annual	Recorded Prior Year To Date	% Recorded Prior Year
Student Fees	\$ 5,202,500	\$ 5,386,002	104%	\$ 5,130,152	103%
State Funding	29,398,752	24,568,127	84%	\$ 17,644,467	82%
Other Revenue	2,035,000	1,611,123	79%	1,392,671	65%
Total Revenue	\$ 36,636,252	\$ 31,565,252	86%	\$ 24,167,290	85%

	Budgeted Annual Expenditures	Expenditures Year To Date	% Expended of Annual	Expenditures Prior Year To Date	% Expended Prior Year
Salaries	\$ 24,662,107	\$ 19,485,854	79%	\$ 15,824,836	73%
Current Expense	9,117,925	6,968,811	76%	6,274,632	86%
Capital Outlay	2,588,877	907,843	35%	504,286	67%
Total Expenditures	\$ 36,368,909	\$ 27,362,508	75%	\$ 22,603,754	76%

South Florida State College Fund Balance Summary Projection 2023-24 Fiscal Year		
Fund Balance Carryforward from Fiscal Year 2022-23		
Unallocated Fund Balance		\$ 6,151,788
Reserve for Encumbrances		98,912
Total Fund Balance Available for FY 2023-24		\$ 6,250,699
Plus		
Actual Revenue to Date	\$ 31,565,252	
Projected Additional Revenue	\$ 5,071,000	
Total Revenue		<u>\$ 36,636,252</u>
Total Projected Funds Available		<u>\$ 42,886,951</u>
Minus		
Actual Expenditures to Date	\$ 27,362,508	
Projected Additional Expenditures	\$ 9,006,401	
Total Projected Expenditures		<u>\$ 36,368,909</u>
Total Projected Fund Balance Available for FY 2023-24		\$ 6,518,042
Less: Encumbrances and Board Designations		<u>\$ 100,000</u>
Total Projected Fund Balance Unallocated for FY 2023-24		\$ 6,418,042
Projected Unallocated Fund Balance Percentage:		14.97%

South Florida State College
Budget to Actual
Fiscal Year 2023-24 and Fiscal Year 2022-23
April 30, 2024

	Budget FY 23-24	Revenue Recorded	% Recorded	Budget FY 22-23	Revenue Recorded	% Recorded
Revenue:						
Tuition	\$ 4,445,977	\$ 4,045,250	91%	\$ 4,187,275	\$ 4,002,836	96%
Student Fees	756,523	1,340,752	177%	769,428	1,127,316	147%
State Support - FCSPF	25,464,918	21,508,476	84%	18,002,056	14,952,113	83%
State Support - Lottery	3,933,834	3,059,651	78%	3,461,595	2,692,354	78%
Other Revenue	2,035,000	1,611,123	79%	2,150,669	1,392,671	65%
Total Revenue	\$ 36,636,252	\$ 31,565,252	86%	\$ 28,571,023	\$ 24,167,290	85%
	Budget FY 23-24	YTD Expended	% Expend	Budget FY 22-23	YTD Expended	% Expend
Expenses:						
Personnel Expenses:						
Salary Expense	\$ 17,848,257	\$ 14,397,080	81%	\$ 16,012,000	\$ 11,726,122	73%
Fringe Benefits	6,813,850	5,088,774	75%	5,770,898	4,098,714	71%
Sub Total	\$ 24,662,107	\$ 19,485,854	79%	\$ 21,782,898	\$ 15,824,836	73%
Other Expenses:						
Travel	\$ 313,337	\$ 199,694	64%	\$ 274,728	\$ 132,110	48%
Postage & Telephone	304,013	220,628	73%	183,287	200,120	109%
Printing	38,974	12,653	32%	38,510	10,316	27%
Repairs & Maintenance	1,809,102	1,804,437	100%	1,804,844	1,382,881	77%
Rental & Insurance	860,405	487,350	57%	702,737	460,735	66%
Utilities	1,828,515	1,487,266	81%	1,661,278	1,471,101	89%
Services	1,818,448	953,698	52%	1,021,047	819,310	80%
Supplies & Subscriptions	1,912,339	1,671,043	87%	1,474,056	1,462,408	99%
Other Expenses	232,792	132,042	57%	144,650	335,651	232%
Sub Total:	\$ 9,117,925	\$ 6,968,811	76%	\$ 7,305,137	\$ 6,274,632	86%
Capital Outlay:	\$ 2,588,877	\$ 907,843	35%	\$ 755,432	\$ 504,286	67%
Total Expenses	\$ 36,368,909	\$ 27,362,508	75%	\$ 29,843,467	\$ 22,603,754	76%
Revenue Over (Under) Expenses	\$ 267,343	\$ 4,202,744		\$ (1,272,444)	\$ 1,563,536	

Additional Information:

- 1. Tuition and fee revenues are generally collected in the following manner: 43% Fall (Aug. - Oct.), 42% Spring (Nov. - Jan.), 15% Summer (April - May).
- 2. State Support (FSCPF & Lottery) is distributed evenly over 12 months.
- 3. Other Revenues vary throughout the year.
- 4. Salaries: Full-time regular employees are paid equally over 12 months. Part-time instructors are paid based on class load.
- 5. Current expenses remain constant from month-to-month.
- 6. Capital expenses vary throughout the year but do not have a significant impact on total expenses.

RESTRICTED, AUXILIARY AND PLANT FUNDS
STATEMENT OF REVENUES, EXPENDITURES, AND OTHER CHANGES
April 30, 2024

	Current Fund					Unexpended
	Restricted	Auxiliary Fund	Loan Fund	Scholarships		Plant
<u>REVENUE</u>						
Student Fees	\$ 308,603		\$ -	\$ 284,700	\$	356,853
Local Support	200,000	-	-	-		-
State Support	261,419	-	-	417,655		400,000
Federal Support	5,514,620	-	-	6,947,149		-
Gifts & Contracts	161,183	94,028	-	-		-
Sales	-	1,734,898	-	-		-
Insurance Proceeds	-	-	-	-		1,796,540
Other Revenue	3,840	50,400	2,896	35		142,502
TOTAL REVENUE	\$ 6,449,665	\$ 1,879,326	\$ 2,896	\$ 7,649,539	\$	2,695,895
<u>EXPENDITURES</u>						
<u>Personnel Expenditures</u>						
Salary Expense	\$ 1,371,803	\$ 392,503	\$ -	\$ -	\$	-
Fringe Benefits	489,826	136,087	-	-		-
Subtotal	\$ 1,861,629	\$ 528,590	\$ -	\$ -	\$	-
<u>Other Expenses</u>						
Travel	\$ 83,736	\$ 22,472	\$ -	\$ 3,186	\$	-
Postage & Telephone	1,957	7,376	-	-		-
Printing	2,072	1,061	-	-		499
Repairs & Maintenance	116,076	67,944	-	-		2,347,651
Rental & Insurance	9,742	9,920	-	-		146,782
Utilities	555	2,042	-	-		-
Services	3,282,041	1,007,611	-	-		44,389
Supplies and Subscriptions	347,534	47,390	-	-		29,410
Cost of Goods Sold	-	407,517	-	-		-
Scholarships & Waivers	59,736	-	-	7,593,946		-
Indirect Cost Expense	228,271	-	-	8,190		-
Other Expenses	-	-	-	-		79
Subtotal	\$ 4,131,720	\$ 1,573,333	\$ -	\$ 7,605,322	\$	2,568,810
<u>Capital Outlay</u>						
Furniture & Equipment	\$ 1,186,295	\$ 32,301	\$ -	\$ -	\$	-
Renovating & Remodeling	10,510	22,646	-	-		1,887,913
Subtotal	\$ 1,196,805	\$ 54,947	\$ -	\$ -	\$	1,887,913
TOTAL EXPENDITURES	\$ 7,190,154	\$ 2,156,870	\$ -	\$ 7,605,322	\$	4,456,723
NET INCREASE (DECREASE) IN FUND BALANCE	\$ (740,489)	\$ (277,544)	\$ 2,896	\$ 44,217	\$	(1,760,828)

SOUTH FLORIDA STATE COLLEGE
BALANCE SHEET - ALL FUNDS
As of April 30, 2024

	Current Fund					Unexpended	Invested in	
	Restricted	Auxiliary Fund	Loan Fund	Scholarships		Plant	Plant	Totals
<u>ASSETS</u>								
Cash/Cash Equivalents	\$ (929,114)	\$ 211,799	\$ 1,174	\$ 217,759	\$ 3,085,550	\$ -	\$	2,587,168
Accounts Receivable, Net	\$ 240,672	\$ 1,600		\$ -	\$ 4,429,851		\$	4,672,123
Investments		\$ 1,168,775	\$ 70,741		\$ 3,121,404		\$	4,360,920
Capital Lease, Net							\$	-
Land							\$ 2,477,518	\$ 2,477,518
Buildings, Net							\$ 41,482,053	\$ 41,482,053
Other, Structures & Improvements, Net							\$ 9,600	\$ 9,600
Furniture & Equipment, Net							\$ 3,549,596	\$ 3,549,596
Data Software - Perpetual Licenses							\$ 579,029	\$ 579,029
Artwork							\$ 567,877	\$ 567,877
Construction in Progress							\$	-
Other		\$ 44,216					\$	44,216
TOTAL ASSETS	\$ (688,442)	\$ 1,426,390	\$ 71,915	\$ 217,759	\$ 10,636,805	\$ 48,665,674	\$	60,330,101
<u>LIABILITIES AND FUND BALANCE</u>								
<u>Liabilities</u>								
Accounts Payable	\$ 3,668	\$ 84,418	\$ -	\$ 6,445	\$ 763	\$ -	\$	95,294
Compensated Leave Payable							\$	-
Retainage Payable							\$	-
Unearned Revenue	\$ (204,253)	\$ 7,126		\$ 1,937			\$	(195,190)
Salaries & Benefits Payable							\$	-
Total Liabilities	\$ (200,585)	\$ 91,544	\$ -	\$ 8,382	\$ 763	\$ -	\$	(99,896)
<u>Fund Balance:</u>								
Fund Balance	\$ 252,632	\$ 1,612,390	\$ 69,019	\$ 165,159	\$ 12,396,869	\$ -	\$	14,496,069
Investment in Plant						\$ 48,668,703	\$	48,668,703
Change in Fund Balance (YTD)	\$ (740,489)	\$ (277,544)	\$ 2,896	\$ 44,218	\$ (1,760,827)	\$ (3,029)	\$	(2,734,775)
Total Fund Balance	\$ (487,857)	\$ 1,334,846	\$ 71,915	\$ 209,377	\$ 10,636,042	\$ 48,665,674	\$	60,429,997
TOTAL LIABILITIES AND FUND BALANCE	\$ (688,442)	\$ 1,426,390	\$ 71,915	\$ 217,759	\$ 10,636,805	\$ 48,665,674	\$	60,330,101



OFFICE OF THE PRESIDENT

Item 9.2

PRESENT TO BOARD: JUNE 19, 2024

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: RESOURCE DEVELOPMENT REPORT

I. Donations and Pledges to the SFSC Foundation, Inc.

The chart presented is a summary listing of all donations and pledges made to the SFSC Foundation since the May 2024 meeting of the College District Board of Trustees. The included dates are May 1, 2024 through May 31, 2024. The total amount reported is **\$103,165.84**.

II. Resource Development Update

- a. New Foundation Executive Board
- b. Recognition of Outgoing Board Members
- c. Grants Development
- d. Jacaranda Update

South Florida State College Foundation

Gift Summary Report 05/01/2024 - 05/31/2024

Fund ID	Fund Description	Gift Count	Cash	Pledges	Stocks/Other	Total
1000	Unrestricted	26	\$36,253.50	\$0.00	\$0.00	\$36,253.50
5011	SFSC General Scholarship	15	\$194.50	\$0.00	\$0.00	\$194.50
5025	General Nursing Scholarship	1	\$0.50	\$0.00	\$0.00	\$0.50
5029	Zenon C.R. Hansen Memorial	1	\$12,000.00	\$0.00	\$0.00	\$12,000.00
5031	SFSC Community Fund	2	\$10.50	\$0.00	\$0.00	\$10.50
5032	SFSC Library Donations	1	\$30.00	\$0.00	\$0.00	\$30.00
5045	Athletic Booster Club	5	\$3,879.00	\$0.00	\$0.00	\$3,879.00
5098	Arcadia Center	2	\$30.00	\$0.00	\$0.00	\$30.00
5110	Highlands County Bar Association Scholarship	2	\$75.00	\$0.00	\$0.00	\$75.00
5158	TSIC Scholarships	8	\$50,597.84	\$0.00	\$0.00	\$50,597.84
6005	Partnership Project	3	\$70.00	\$0.00	\$0.00	\$70.00
6006	Alumni Association Fund	1	\$10.00	\$0.00	\$0.00	\$10.00
6010	STEM Endowment	2	\$15.00	\$0.00	\$0.00	\$15.00
Grand Totals:		69	\$103,165.84	\$0.00	\$0.00	\$103,165.84
69 Gift(s) listed						
59 Donor(s) listed						