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- What occurred or what you were unable to do
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Lake Sumter State College

DISTRICT BOARD OF TRUSTEES

WEDNESDAY, JULY 21, 2021

Leesburg Campus

Leesburg Campus
9501 U.S. Highway 441
Leesburg, FL 34788

South Lake Campus
1250 N. Hancock Road
Clermont, FL 34711

Sumter Center
1423 County Road 526 A
Sumterville, FL 33585

**DISTRICT BOARD OF TRUSTEES
LAKE-SUMTER STATE COLLEGE**

**July 21, 2021
5:00 p.m. – Magnolia Room**

Organizational Meeting

1. Call to Order Dr. Stanley Sidor, President
2. Announcement of Nominee for Board Chairman..... Dr. Sidor
3. Nominations from the Floor for Board Chairman Dr. Sidor
4. Election of Board Chairman Dr. Sidor
5. Remarks Newly Elected Board Chairman
6. Announcement of Nominee for Board Vice-Chairman..... Newly Elected Chairman
7. Nominations from the Floor for Board Vice-Chairman.....Chairman
8. Election of Board Vice-ChairmanChairman
9. Remarks Newly Elected Board Vice-Chairman
10. Designation of Regular Meetings
 - a. Wednesdays, 5 p.m., Magnolia Room
11. Adjournment of Organizational MeetingChairman



Lake Sumter
State College

OFFICE OF THE PRESIDENT

Present to the Board: July 21, 2021

TO: Lake-Sumter State College
District Board of Trustees

FROM: Stanley M. Sidor
President

RE: #4/8 – Election of Board Officers

OVERVIEW:

Each year a board workshop is held prior to the July Board Meeting to develop a slate of officers to serve as Chairman and Vice Chairman for the 2021-2022 year.

ANALYSIS:

The names have been submitted by those who have either been nominated or expressed a desire to serve in the positions of Chairman and Vice Chairman.

RECOMMENDATION:

It is recommended that the Board approve this item as written.

Lake-Sumter State College
DISTRICT BOARD OF TRUSTEES
Wednesday, July 21, 2021
Magnolia Room Leesburg Campus

CALL TO ORDER.....Chairman

PLEDGE OF ALLEGIANCE and MOMENT OF SILENCE

PUBLIC COMMENT

(If you wish to make a Public Comment at this meeting, at least 15 minutes before the start of the meeting,
please see Recording Secretary for a Speaker's Card)

CONSENT CONSIDERATIONS (Tab A)Chairman/Dr. Sidor

ACTIONS and ACKNOWLEDGEMENTS

- 7-01 Action: Minutes of June 23 Workshops & Regular Monthly Meeting
- 7-02 Action: Human Resources Transactions
- 7-03 Action: Monthly Fiscal Report for June 2021
- ~~7-04 Acknowledgement: Facilities Report~~
- 7-05 Acknowledgement: Purchases Over \$65,000
- 7-06 Action: LSSC Foundation, Inc. as Direct Support Organization (DSO)
- 7-07 Acknowledgement: Dual Enrollment Agreements

SCHEDULED INFORMATION REPORTS (Tab B)

- 7-08 President's Update
 - Meetings/Activities/Misc.
 - Legislative Update
 - Vice Presidents Report (Bigard, Vitale, Byrd)
- 7-09 Committee Reports..... Chairman
 - Executive Committee- P. Wahl
- 7-10 Board Attorney's ReportMrs. Geraci-Carver

NEW BUSINESS (Tab D)Chairman/Dr. Sidor

- 7-11 Action: Salary and Classification SchedulesDr. Bigard
- 7-12 Action: Pinecrest Lakes Academy Space Lease 2021-22.....Dr. Bigard

OTHER CONSIDERATIONS.....Chairman/Dr. Sidor

As Needed by Chairman/President

ADJOURNMENT..... Chairman

Calendar Notes:**NO BOARD MEETING IN AUGUST**

Planned Giving	Friday, August 27, 8 a.m.	Venetian Center
Executive Committee	Tuesday, September 14, 8:30 am	Leesburg Campus, SSB 207
Board Meeting	Wednesday, September 21, 5 pm	Magnolia Room
Athletics Golf Tournament	Friday, September 17, - 8 am	Harbor Hills Golf Club
Distinguished Alumni	Tuesday, Oct. 12, - 6 pm	Venetian Center
Employee Service Day	Friday, October 22- All Day	(TBD)
Monster Dash 5K/10K	Saturday, October 30, 8 am	Leesburg Campus

NO BOARD MEETING IN DECEMBER



Lake-Sumter
State College

OFFICE OF THE PRESIDENT

Present to the Board: July 21, 2021

TO: Lake-Sumter State College
District Board of Trustees

FROM: Stanley M. Sidor
President

RE: 7-01 – Minutes of June 23, 2021 Board of Trustees Meeting

OVERVIEW:

Attached are the minutes of June 23, 2021 Board meeting.

ANALYSIS:

The minutes are for the board's approval.

RECOMMENDATION:

It is recommended that the Board approve this item as written.

LAKE-SUMTER STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

June 23, 2021

Workshop for Board Chair/Vice Chair Nominations

A meeting of the District Board of Trustees, Lake-Sumter State College, was called to order on June 23, 2021 at 4:00 p.m. in the Magnolia Room, Leesburg Campus, by Ms. Emily Lee, Vice Chair. The other Committee members in attendance were Mrs. Marcia Butler, Mrs. Jennifer Hooten, Mr. Bret Jones, Ms. Emily Lee, Mr. Tim Morris, Dr. Stanley Sidor, College President, was also in attendance.

Mr. Bret Jones opened the meeting and stated that the object of the meeting was to develop a slate of officers (Chairman and Vice Chairman) for 2021-2022 to be recommended at the July Board meeting. He also stated no vote would come out of this meeting the purpose was to open it up to those who may wish to serve.

He asked if anyone had a desire to serve as the chairman or vice-chairman for the 21-22 academic year.

Mr. Tim Morris expressed desire to serve as chairman and stated Mr. Peter Wahl has done an excellent job serving as the current Chairman and he would like to recommend him to serve as the Vice Chairman. The committee supported the recommendations. These recommendations will be brought forward at the July board meeting for final vote.

There being no further business, the meeting was adjourned at 4:15 p.m.

Respectfully submitted,

ATTEST:

Peter F. Wahl, Chair

Stanley M. Sidor, Ed., D.
Secretary/College President

Recording Secretary: Claudia D. Morris

**DISTRICT BOARD OF TRUSTEES
LAKE-SUMTER STATE COLLEGE
Leesburg, Sumterville, Clermont
Florida**

**Workshop on
2021-2022 Budget**

June 23, 2021

A Workshop for the District Board of Trustees, Lake-Sumter State College, on the 2020-2021-year end projections and the 2021-22 Budget was called to order in the Magnolia Room, Leesburg Campus, on Wednesday, June 23, 2021 at 4:15 p.m. by Ms. Emily Lee, Board Vice Chairman. Board members in attendance were Mr. Bryn Blaise, Mrs. Marcia Butler, Mr. Bret Jones, Mrs. Jennifer Hooten, Ms. Emily Lee, and Mr. Tim Morris.

Presentation of the 2020-2021 Year-End Projections/General Operating Funds.

Dr. Heather Bigard reported on the current projected 2020-21 budget.

She reported on the Fund 1 FY21 balance totaling \$1,173,561. She also updated on the FY21 balance with proposed transfer amendment totaling \$7,926,185.

- The 2021-2022 budget priorities are Preserve program funding in support of student completion and success
- Effectively use the HEERF Act funding to provide relief to students and expand remote delivery infrastructure
- Continue investing in the capital improvement plan
- Adapt to fluctuations in enrollment and funding

She discussed headcount throughout the three campuses and compared the numbered to seated and distance learning comparison. The 21-22 student tuition and fees total \$9,552,320.

She concluded the workshop with the Fund 7 priorities totaling \$6,300,700.

Vice Chairman Lee thanked everyone who had worked on the preparation of the Budget and for their efforts in planning for the next budget cycle.

There being no further business, the meeting was adjourned at 4:40 p.m.

Respectfully submitted,

ATTEST:

Peter F. Wahl, Chairman

Stanley M. Sidor, Ed. D.
Secretary/College President

Recording Secretary: Claudia Morris

**DISTRICT BOARD OF TRUSTEES
LAKE-SUMTER STATE COLLEGE
LEESBURG, SUMTERVILLE, CLERMONT
June 23, 2021**

The regular meeting of the District Board of Trustees, Lake-Sumter State College, was called to order at 5:00 p.m. on June 23, 2021, at the Leesburg Campus Magnolia Room, by Ms. Emily Lee, Vice Chairman. In attendance was Mr. Bryn Blaise, Mrs. Marcia Butler, Mr. David Hidalgo, Mrs. Jennifer Hooten, Mr. Bret Jones, Ms. Emily Lee, Tim Morris, and Ivy Parks. Ms. Lee welcomed those in attendance and invited them to join in the Pledge of Allegiance followed by a moment of silence.

PRESENTATIONS

We recognized an individual who has devoted over 50 years of her life to serving the students and community at Lake-Sumter State College. Mrs. Joyce H. Brautcheck was presented with an award and three proclamations for her service and dedication from Senator Dennis Baxley, Congressman Daniel Webster, and Lake-Sumter State College.

Mrs. Marcia Butler was also recognized for serving 15 years as a District Board of Trustee member. She was presented with an award and proclamation from Lake-Sumter State College.

Ms. Lee also welcomed newly appointed trustee member Ivy Parks to the board.

CONSENT CONSIDERATIONS- ACTIONS and ACKNOWLEDGEMENTS

Vice Chairman Lee asked Dr. Sidor if there were any changes to the minutes. He replied asking the board to strike Item 6-19 from the agenda.

Bret Jones made a motion and Tim Morris seconded the motion to approve as presented agenda items numbers 6-01 through 6-10 as follows:

Minutes of May 19, 2021, Regular Board Meeting

2021-06-01

Human Resources Faculty/Staff Transactions

2021-06-02

Staff Appointments of:

Isamari Medina	effective date 06/01/2021
Sonina Hernandez	effective date 06/21/2021
Tamera White	effective date 05/17/2021
Rhonda Tracey	effective date 07/01/2021
Ashley Alligood	effective date 06/07/2021
Caitlin Skiles	effective date 05/19/2021
Mark Thompson	effective date 06/01/2021

Staff Promotions:

Tasha King	effective date 04/15/2021
Geneva Jones	effective date 06/07/2021
Davis Heister	effective date 06/01/2021
Danielle Bowen	effective date 07/01/2021
Christopher Purallo	effective date 07/01/2021
Marko Stanistic	effective date 07/01/2021

Staff Resignation of:

Michelle Crozier	effective date 08/05/2021
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Staff Retirements:

Barbara Lange	effective date 07/30/2021
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Faculty Resignations:

Gregory Craig	effective date 08/16/2021
Bibi Moonsam	effective date 07/01/2021

Faculty Separations:

Luis Ortiz	effective date 08/15/2021
Luis Pizarro	effective date 08/15/2021
David Walton	effective date 08/15/2021

Monthly Fiscal Report for May 2021

2021-06-03

Facilities Report

2021-06-04

Write-Off of Uncollected Accounts

2021-06-05

Workforce Articulations Lake & Sumter County Schools

2021-06-06

Florida Agriculture and Mechanical University

2021-06-07

HSCA Affiliation Agreement-Advent Health Waterman

2021-06-08

HSCA Operational Agreement

2021-06-09

Community member serving on the Board of Trustees Facilities Committee

2021-06-10

The motion was passed with the following vote: Voting “yea” – Blaise, Butler, Hidalgo, Hooten, Jones, Lee, Morris and Parks.

SCHEDULED INFORMATION REPORTS

President’s Update

2021-06-11

Dr. Sidor reported on current legislative update.

- SB1028- Allows us to offer our own Charter School institution.
- HB847- Academic Library Services Bill. Remove funding for common library network
- HB233- Modified code of conduct for students with challenges intellectual diversity
- HB1507- Complete revamping of workforce system

Dr. Sidor reported that we entered this budget session with a forecast of as much as a 10% cut in light of that we managed to survive. The overall college system budget is 6.1% increase. We received an increase of 1.9%.

He has been appointed to the Steering Committee of Council of Presidents, this group formulates the legislative agenda moving forward.

He reported that the small college consortium is moving forward. They have discovered that they will need to become a creature of statute in order to purchase collaboratively. There are two ways in order to do this: one-form a small group 7 out of 10 are willing and two: join an existing group. They are meeting with the president of NEFEC on July 12th for more information on an existing group.

He also shared that he received notification from SACSCOC that we are fully reaffirmed with no monitoring reports. We will have an onsite visit with the chair of the committee in October.

Dr. Heather Bigard

Dr. Bigard reported on the negotiations of the Pinecrest Ground Lease. Per the recommendations from the board we submitted to Pinecrest the preference for the escalator. Pinecrest agrees to the language not to exceed 2%. Based on the CIP and the FEFP Dr. Bigard recommends accepting the 2%. The additional language has been added regarding a mediation clause. She also read additional language in the ground lease regarding commencement of construction.

Her full report is in the packet.

Dr. Laura Byrd

Dr. Byrd reported the following updates:

CAREER DEVELOPMENT SERVICES

- CDS is meeting with student athletes for new student orientation.
- CDS met with the Continuing Education Lineworker Boot Camp to share employment search process

- Career Services met with the Kids College Aides in Training to present on professional etiquette and leadership skills.

CORPORATE TRAINING & CONTINUING EDUCATION

The CDL Training Pad is now state approved. To date, 24 students have attended training class for a CDL license.

Lineworker Boot Camp completed last week with a skills exhibition with employers, parents, and the media.

- The Drone program is still on schedule to begin in Fall 2021.
- A new program called Dialysis Technician will be offered this fall at the South Lake Campus.

EDUCATIONAL OPPORTUNITY PROGRAMS

Both Upward Bound and Talent Search summer programs began on Monday, June 7th. Talent Search has over 100 students in attendance and Upward Bound has over 40 students in attendance.

- In Upward Bound, seven instructors were hired to teach the following courses: Pre-Calculus, Calculus, Algebra, Statistics, Science, English, Film, Art, Cooking, and Engineering
- In Talent Search, speakers are brought in to discuss career paths to students; later in the program, the students will take a computer science course to learn basic programming;
- Thank-you boxes were delivered to every Principal at one of our target schools in Lake and Sumter County, as well as other staff at those schools that have worked with us throughout the year. The boxes were well-received
- We just completed a county-wide data collection process for the new Upward Bound proposal which will be due at the end of 2021. This proposal will allow us to renew our Upward Bound program for another five years
- Dr. Roland Nunez presented at the Summer RISE Academy in Sumter Center on career readiness and career reflection
- Upward Bound end-of-year achievements:
 - Class of 2021 had a 100% graduation rate
 - Class of 2021 postsecondary enrollment goal was 50%; exceeded it at 60%
 - Jada Blunt, Upward Bound graduate, is valedictorian at Leesburg High School, while also graduating LSSC's HSCA with her AA degree
 - Sh'Landria Roberts is graduating LSSC's HSCA with her AA degree
 - Justin Curtis, UB Alumnus, recently completed his AA and LSSC's Honors Program, and received a full scholarship to Stetson University
 - Alyssa Hensley, UB Alumna, recently completed her AA and LSSC's Honors Program
- Talent Search end-of-year achievements:
 - Ariel Baldwin is graduating with a CMA certification, with high school honors, and with an AVID distinction
 - Marissa Krishnadatt is graduating with a child development associate's degree and Microsoft Office Specialist Certification. She made the top 20 internationally for competition for DECA, beating out candidates from China and Canada.

LSSC FOUNDATION

Events:

Tax Wise Giving Conference: Our 3rd annual conference was held virtually on Friday, May 14, 2021. We had 15 attendees & our speakers were David Bilka of DB Wealth Management who shared on Key Financial Planning Changes and Foundation Board member, Sarah Uhrick of McLin Burnsed, PA who shared on the 99.5% Act and how it will affect your retirement.

Professionals Planned Giving Seminar: The 22nd Annual Professionals Planned Giving Seminar in partnership with the AdventHealth Waterman Foundation will be held Friday, August 27, 2021, at the Venetian in Leesburg. This complimentary annual seminar is an educational opportunity for professionals to receive Continuing Education credit while giving us the opportunity to show you our appreciation for your professional support. Continuing Education courses are offered from CLER, CPA, and CTFA. Registration is Free & available on our website at Lssc.edu/plannedgiving.com. We have 21 registered as of June 3.

22nd Annual Athletics Golf Classic: The 22nd Annual Athletics Golf Classic will be held on Friday, September 17, 2021, at Harbor Hills Country Club. Sponsorships are available and include team play. If you're interested in sponsoring, please reach out to Mike Matulia or Dr. Laura Byrd for more info.

Performing Arts Series: The 2021/2022 season of the George O. Pringle Performing Arts Series is open for online ticket sales. Visit our website for more info. Lssc.edu/pas

04/23/2021 - 06/03/2021	2021-2022 PAS	Ticket Sales	\$92,611.00
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Monster Dash: Registration is now open for the 2021 Monster Dash scheduled for Saturday, October 30 at 8:00am. We also have sponsorship opportunities available. Please see Allison Wilkinson or Dr. Laura Byrd.

Grants:

We are working on grant applications with the following organizations.

- The LSSC Foundation applied to the Live Well Foundation of South Lake for a grant to support the Medical Lab Technology program. We received notification last week that we will be awarded \$170,500.
- The Foundation received notification from the McLin Trust that we received a \$20,000 grant to assist with the Career Development Services program.
- The College received \$20,000 for the Electric Apprenticeship from Florida Association for Career and Technical Education.
- The Helios Foundation awarded the LSSC Foundation \$11,792 for student scholarships for students graduating high school in the 2020 and 2021 year. The Foundation will match the award from general scholarships.

Scholarships: Invitations for the 2021/2022 Scholarship committee are now open with more info coming soon. If you're interested in joining the committee or have any questions, please reach out to Kathy Ingold or Dr. Byrd. We're successful because of your commitment to our students.

The Fall 2021 application is open and we've received 68 applications as of June 3, with 181 applications pending. We plan to award approximately \$400,000+ in scholarships.

Significant gifts:

Name	Gift	Fund Description	Gift Subtype
Rotary Club of The Villages	\$3,000	Rotary - Villages - Milton Lang Scholarship	Scholarship Contribution
Private	\$10,000	Unrestricted	Contribution
First National Bank of Mt.	\$2,500	Kids' College Scholarships	Grant Revenue
Dr. Jean	\$1,000	Performing	Contribution
Howey Garden & Civic Club	\$1,000	Gail Gross Scholarship	Scholarship Contribution

MARKETING & STRATEGIC COMMUNICATIONS

- Supporting enrollment efforts, including the Workforce Open House, by running paid and organic campaigns on social media
- In partnership with Lake Tech, Dr. Sidor and Dr. Bigard were present at their graduation ceremonies to provide each student with an individual invitation to enroll at LSSC. The Marketing team created the promotional materials and worked with Dr. Sidor on the invitation letter.
- Promoted the Lineworker Boot Camp Skills Exhibition in the local community and secured media coverage by Spectrum News 13. The story highlighted one of the students in the boot camp and focused on how our program prepares them for a career in this industry. Article and video are available at mynews13.com
- Updating our COVID-19 campaign messaging to focus on "Protect The Nest" to promote responsible behaviors on a personal level for everyone in the LSSC community. New "Protect The Nest" signs and content will be placed around all 3 campuses, on digital displays, and on social media
- Several LSSC staff members, including the Marketing & Communications team, and Swoop the Lakehawk participated in a celebratory parade at Tavares Middle School to celebrate graduating 8th graders on their accomplishments
- Continuing to work with the PIIR office on a survey campaign to inform our future work
- Additionally, the Marketing Team continues to support and engage on a wide variety of campus projects:
 - Enrollment related: Key Players projects (summer, FAFSA, fee payments, scholarships, express semesters, fall), Workforce Open House, Electrician Apprenticeship, Lineworker Boot Camp, CDL Program, Honors Program, Fall Continuing Education courses
 - Employee related: Lakehawk Leadership Academy, Lakehawk Studios
 - Student related: AI Chat for website
 - Campus related: Protect the Nest awareness campaign, Campus signage, web updates
 - Community related: Softball camp graphics & promotions

YOUTH DEVELOPMENT

- Kids College is in session on both the Leesburg and South Lake Campuses. The attendance numbers are low and we believe that is because we are keeping children in small groups as advised by the CDC guidelines.
- There are 55 teens participating in the Leaders in Training program which is a paying program for youth designed to teach leadership skills and allowing the teens to assist in the classroom with students. It is a great learning experience.

Dr. Michael Vitale

Dr. Vitale reported that the Leesburg Library folks are in the early stages of packing up for their move and they are looking forward to the renovations that are planned for this building. He announced that since the reorganization Carolyn Scott will report to him and is a welcomed addition to Deans Council. Workforce Department has an open house on the South Lake Campus. The nursing department reported that 17 recent grads sat for the NCLEX and 17 passed. Starting this fall we will run consecutive classes and will have two pinning's per year.

The RISE Summer Math class at the Sumter Center is ending this week. There were 39 students that attended.

His full report is located in the board packet.

Executive Committee

2021-06-12

The Executive Committee met and discussed items on the agenda.

Board Attorney Report

2021-06-13

Anita Geraci-Carver updated the board on the Karen Parker case. A case management conference was held on June 1, 2021. GCA Services and Miller and Miller have been named as defendants. They have filed answers to the amended complaint. A hearing has been set for June 30, 2021 via Zoom on GCA Educational Services, Inc. and Miller & Miller's motion to compel plaintiff's responses to the initial discovery.

OCR Investigation remains pending. On May 4, 2021 the college received communication from US Department of Education, asking if the college is willing/interested in mediating the complaint through OCR, and provided an agreement to participate and a confidentiality agreement to the college if interested in mediating. If the college elects not to mediate, then the complaint will proceed through the investigation process. The college is reaching out to OCR for additional information concerning the former student's involvement before proceeding with a commitment to mediate.

Negotiations are ongoing with United Faculty of Florida. On May 21, 2021, the US Equal Employment Opportunity Commission entered a dismissal and notice of rights of the charge filed by David Wade, PhD.

Fernando Verdini vs. District Board of Trustees Miami Dade College: LSSC has joined along

with the FLDOE's amicus brief in support of Miami Dade. A similar class action lawsuit has been filed against Sante Fe State College.

Her full report is in the packet.

NEW BUSINESS

Tuition and Fee Schedule and Fee Changes FY21/22

2021-06-14

Dr. Bigard announced that the tuition and fee schedule was not changed from the prior year. The recommended additions to the course fees are for the new Mechatronics program starting.

Tim Morris made a motion to accept and Bryn Blaise seconded and motion carried.

The motion was passed with the following vote: Voting "yea" – Blaise, Butler, Hidalgo, Hooten, Jones, Lee, Morris and Parks.

Capital Improvement Plan

2021-06-15

Dr. Bigard reported that each year the State of Florida allocates funds for construction, renovation, repair and maintenance of educational facilities through the Public Education Capital Outlay (PECO) funding program. Florida Colleges must submit a request for funding known as Capital Improvement Plan (CIP). The request is evaluated by the Florida Department of Education. Each project submitted is granted an overall score and is graded against each of the projects submitted by the Florida College System. Depending on the annual budget, funding is awarded to the top graded projects as funding for the year is available.

The Capital Improvement Plan for 2021- 2026 totals \$13,754,756.

Tim Morris made a motion to accept and Bret Jones seconded and motion carried.

The motion was passed with the following vote: Voting "yea" – Blaise, Butler, Hidalgo, Hooten, Jones, Lee, Morris and Parks.

Annual Operating Budget 2021-2022

2021-06-16

Dr. Bigard reported proposed the 2021-2022 Fund 1 Operating Budget is balanced and includes a contingency for future allocation by the President.

The proposed 2021-2022 Fund 7 Capital Budget includes investments in deferred maintenance and technology. She also reviewed a budget summary of all funds and a disclosure of in-kind support to the LSSC Foundation totaling \$407,435.

Bret Jones made a motion to accept the operating budget as written including the information provided for in-kind support to the LSSC Foundation, Inc. Tim Morris seconded and motion carried.

The motion was passed with the following vote: Voting “yea” – Blaise, Butler, Hidalgo, Hooten, Jones, Lee, Morris and Parks.

FY21 Budget Amendment-Transfer from Fund 1 to Fund 7

2021-06-17

Dr. Bigard explained that the Board was asked to authorize the President to increase FY21 transfers from the current unrestricted fund to the unexpected plant fund from \$400,000 to an amount not to exceed \$2,000,000, to be used for improvements to Campus Infrastructure.

The amount of funds to be transferred, as approved by the Board will be submitted by the college staff to the Department of Education for final approval.

Bret Jones made a motion to authorize the President to increase the transfer to not exceed \$2,000,000. The motion seconded by Tim Morris, motion carried.

The motion was passed with the following vote: Voting “yea” – Blaise, Butler, Hidalgo, Hooten, Jones, Lee, Morris and Parks.

Board Attorney Contract Extension

2021-06-18

The college maintains an agreement with the law office of Anita Geraci-Carver for legal services. An amendment has been filed and the Board is being asked to extend the term of the College Attorney for two-years, through June 30, 2023.

Tim Morris made a motion to accept and Bret Jones seconded and motion carried.

The motion was passed with the following vote: Voting “yea” – Blaise, Butler, Hidalgo, Hooten, Jones, Lee, Morris and Parks.

Board Meeting Schedule

2021-06-20

The 2021-22 Executive Committee and Board meeting schedule is being presented for approval. Bret Jones made a motion to approve, seconded by David Hidalgo, motion approved.

The motion was passed with the following vote: Voting “yea” – Blaise, Butler, Hidalgo, Hooten, Jones, Lee, Morris and Parks.

Approval of Pinecrest Ground Lease

2021-06-21

Dr. Sidor and Dr. Bigard have continued to negotiate the terms of the ground lease site plan with Pinecrest Lakes Academy on the South Lake Campus. The updated conceptual site plan provided to each member now includes revisions which were requested by the Board of Trustees. Bryn Blaise walked through the changes that were discussed and requested at the last Facilities discussion on June 16th and recommends that the board approve the site plan a motion was made by

Tim Morris and seconded by Bryn Blaise, motion carried. Construction on the 1st Phase will begin in fall of 2021.

The motion was passed with the following vote: Voting “yea” – Blaise, Butler, Hidalgo, Hill, Hooten, Jones, Lee, Morris and Wahl.

OTHER CONSIDERATIONS

As Needed by Chairman/President

Dr. Sidor announced that we need a board appointed hearing officer for an upcoming mediation. He announced that Bret Jones has accepted and will serve as the hearing officer. A motion was made by Tim Morris and seconded by Bryn Blaise and motion carried.

The motion was passed with the following vote: Voting “yea” – Blaise, Butler, Hidalgo, Hill, Hooten, Jones, Lee, Morris and Wahl.

- ✓ Chairman Wahl reviewed the events on the calendar. He announced that the next Board meeting will be on Wednesday, July 21, 2021, at 5 p.m. for the regularly scheduled meeting.

There being no further business, the meeting was adjourned at 6:25 p.m.

Respectfully submitted,

ATTEST:

Peter F. Wahl, Chairman

Stanley M. Sidor, Ed. D.
Secretary/College President

Recording Secretary: Claudia Morris



Lake Sumter
State College

OFFICE OF THE PRESIDENT

Present to the Board: July 21, 2021

TO: Lake-Sumter State College
District Board of Trustees

FROM: Stanley M. Sidor
President

RE: 7-02 - Approval of Human Resources Transactions - Faculty

OVERVIEW:

Per the Florida Statute 1001.64 (18), each board of trustees shall establish the personnel program for all employees of the Florida College System institution.

Human Resources personnel transactions include New Hires, Resignations, Retirements, and Separations that are presented to the District Board of Trustees for approval.

ANALYSIS:

Please review attached summary.

RECOMMENDATION:

The District Board acknowledges receipt and review of this information.

Human Resources Transactions

Faculty Appointments:

Name	Title	Effective Date
None		

Faculty Resignations:

Name	Title	Effective Date
None		

Faculty Separations:

Name	Title	Effective Date
None		

Faculty Retirements:

Name	Title	Effective Date
Joan Johnson	Assistant Professor Computer Science	07/19/2021



Lake Sumter
State College

OFFICE OF THE PRESIDENT

Present to the Board: July 21, 2021

TO: Lake-Sumter State College
District Board of Trustees

FROM: Stanley M. Sidor
President

RE: 7-02 - Approval of Human Resources Transactions - Staff

OVERVIEW:

Per the Florida Statute 1001.64 (18), each board of trustees shall establish the personnel program for all employees of the Florida College System institution.

Human Resources personnel transactions include New Hires, Resignations, Retirements, and Separations that are presented to the District Board of Trustees for approval.

ANALYSIS:

Please review attached summary.

RECOMMENDATION:

The District Board acknowledges receipt and review of this information.

Human Resources Transactions

Staff Appointments:

Name	Title	Effective Date
Rhonda Tracy	Interim Bachelor of Applied Science Program Director	07/01/2021
Mark LaHood	Academic Advisor I	07/26/2021
Christopher Sargent	Associate Dean of Workforce Development	07/01/2021
Alexis Bigard	Library Assistant I	07/01/2021

Staff Promotions:

Name	Title	Effective Date
None		

Staff Resignations:

Name	Title	Effective Date
Steve Hanneman	Executive Director of Facilities	07/02/2021
Jennifer Kotowski	Executive Director of Enrollment	07/15/2021
Ashley Hall	Human Resources Administrative Assistant	07/15/2021

Staff Retirements:

Name	Title	Effective Date
None		

Staff Separations:

Name	Title	Effective Date
None		



Lake Sumter
State College

OFFICE OF THE PRESIDENT

Present to the Board: July 21, 2021

TO: Lake-Sumter State College
District Board of Trustees

FROM: Stanley M. Sidor
President

RE: 7-03 – Monthly Fiscal Report

OVERVIEW:

Each month a report is provided to the District Board of Trustees accounting for the activity in the major operating fund (Fund 1) of the College. This report is prepared by the offices of the Executive Vice President and Associate Vice President of Financial Services and Controller, and is intended to keep the Board apprised of the financial condition of budget and the operating funds of the College.

ANALYSIS:

The General Operating Budget Fund 1 Report, is attached to this agenda item.

RECOMMENDATION:

It is recommended that Board approve this item as presented.



Lake Sumter
State College

Division of Business Affairs

MEMORANDUM

To: Dr. Sidor, President
District Board of Trustees

From: Dr. Bigard, Vice President for Administration and Financial Services

Date: July 21, 2021

Re: Monthly Fiscal Report – YTD June 2021

Each month a fiscal report is prepared to appraise your office and the District Board of Trustees on the status of the College budget. The Fiscal Status Report of the General Operating Fund (Fund1) provides a comparative summary of budget-to-actual revenues and expenses for the current period.

FUND 1 OPERATING BUDGET

We are currently twelve months into our fiscal year or 100% completed. Year-end adjusting entries are in progress.

Revenues

Total revenue booked to date is \$26,019,117, or 97% of the total budget of \$26,749,155. Remaining year-end transfers from Auxiliary and Fund 2 will be made once posting in FY21 has completed in July of 202.

- Tuition and fee revenue is trending below budget and is projected to be \$9,418,756 which is 6% under the budgeted amount.
- State support revenue is received throughout the fiscal year in installments. We have received a total of \$13,420,517 in General Revenue and Performance Funding and \$1,968,738 in Lottery funds.
- Other Income and Other Support actuals are projected to be slightly over the budgeted amount.

Expenses

Actual expenses to-date total \$25,155,103 or 96% of the total budget of \$26,340,126.

- Salaries and benefits to-date are \$19,865,898 or 98% of budget.
- Operating and capital expenses to-date are \$5,289,204 or 79% of budget.

Transfers and HEERF

The budgeted transfer of \$400,000 has been made to Fund 7. An additional transfer of \$1,650,000 is projected in order to maintain Fund Balances restrictions. (Up to \$2,000,000 was approved at the June 2021 meeting.)

HEERF funds have supported the operating budget for a total of \$1,238,885.

Year-End Projection

Expenses and transfers are projected to exceed revenues by \$46,952.

Attachment: June 2021 Operating Fund 1 Budget Report

Lake-Sumter State College
Fiscal Status Report - Fund 1
General Current Fund
July 1, 2020 - June 30, 2021

	FY 2019-20		FY 2020-2021			
	Annual Budget	YTD Actual 6/30/2020	Annual Budget	YTD Actual 6/30/2021	Percent of Budget Earned/Spent	Projected 6/30/2021
REVENUES & BUDGETED FUND BALANCE						
Student Fees						
Fall						
Tuition	\$ 2,932,139	\$ 2,898,590	\$ 2,904,700	\$ 2,787,782	96%	\$ 2,787,782
Technology Fees	140,679	145,116	147,000	137,361	93%	137,361
Distance Learning	181,288	177,778	177,900	431,580	243%	431,580
Dual Enrollment	302,316	305,987	306,000	323,190	106%	323,190
HSCA Dual Enrollment	538,150	538,150	538,150	483,190	90%	483,190
Lab Fees	92,641	71,797	260,900	38,984	15%	38,984
Spring						
Tuition	\$ 2,521,690	\$ 2,461,093	\$ 2,468,900	\$ 2,369,051	96%	\$ 2,369,051
Technology Fees	120,581	123,088	123,400	118,167	96%	118,167
Distance Learning	159,370	157,965	157,900	353,955	224%	353,955
Dual Enrollment	302,316	411,582	412,200	422,667	103%	422,667
HSCA Dual Enrollment	538,150	485,480	538,150	423,650	79%	423,650
Lab Fees	79,021	49,335	142,200	24,667	17%	24,667
Summer						
Tuition	\$ 1,051,258	\$ 1,125,447	\$ 1,058,700	\$ 928,898	88%	\$ 1,016,086
Technology Fees	51,156	56,172	53,700	48,802	91%	50,179
Distance Learning	121,376	194,130	141,600	161,010	114%	317,416
Dual Enrollment	-	(58,520)	700	(34,478)	0%	(34,478)
Lab Fees	19,080	2,280	33,400	5,117	0%	5,794
Miscellaneous Fees	169,225	182,448	123,100	164,870	134%	164,869
Youth Development	280,000	-	280,000	50,724	18%	50,724
Continuing Education	109,696	152,185	104,200	179,570	172%	179,570
Total Student Tuition and Fees	\$ 9,710,133	\$ 9,480,103	\$ 9,972,800	\$ 9,418,756	94%	\$ 9,664,403
State CCPF Support	\$ 12,606,690	\$ 12,606,690	\$ 12,791,621	\$ 12,791,621	100%	\$ 12,791,621
State Performance Funding	455,985	520,611	628,896	628,896	100%	628,896
State Lottery	1,753,669	1,753,669	1,968,738	1,968,738	100%	1,968,738
Miscellaneous State Support	144,151	230,067	100,000	159,906	160%	159,906
Federal Support Indirect Cost	80,000	77,617	52,600	198,782	378%	198,782
Foundation Support	169,000	70,281	190,000	219,526	116%	219,526
Contracts	195,306	35,400	196,100	207,878	106%	207,878
Miscellaneous Revenue	-	206,592	207,000	38,116	18%	38,116
Total Revenues	\$ 25,114,934	\$ 24,981,029	\$ 26,107,755	\$ 25,632,219	98%	\$ 25,877,866
Transfers In	892,052	706,265.53	641,400	386,898	60%	441,400
Total Revenues and Transfers In	\$ 26,006,986	\$ 25,687,295	\$ 26,749,155	\$ 26,019,117	97%	\$ 26,319,266
EXPENDITURES						
Personnel Expenditures						
Salaries and Wages	\$ 15,109,698	\$ 13,990,563	\$ 14,953,386	\$ 14,385,066	96%	14,485,066
Benefits	4,791,097	5,194,990	5,365,543	5,480,832	102%	5,480,832
Lapse Salary and Benefits	(500,000)	-	(705,000)	-	0%	-
Current Operating Expenditures	5,899,585	5,409,417	6,118,308	5,178,516	85%	5,478,516
Capital Outlay Expenditures	-	4,663	57,889	14,688	0%	14,688
Complete Florida Plus Program	-	-	-	96,000	0%	96,000
Contingency	503,519	-	550,000	-	0%	-
Total Expenditures	\$25,803,899	\$24,599,634	\$26,340,126	\$25,155,103	96%	\$ 25,555,103
Budgeted Transfer to Fund 7	-	(2,525,000)	(400,000)	(400,000)		(400,000)
Additional Transfer approved to \$2 Million						(1,650,000)
HEERF Lost Revenue				804,018		804,018
HEERF Salary & Benefits				434,867		434,867
Excess of Revenues over (Expenditures)	\$ 203,087	\$ (1,437,339)	\$ 9,029	\$ 1,702,899		\$ (46,952)
Fund Balance %		5.05%				5.10%



Lake Sumter
State College

OFFICE OF THE PRESIDENT

Present to the Board: July 21, 2021

TO: Lake-Sumter State College
District Board of Trustees

FROM: Stanley M. Sidor
President

RE: 7-06 – Approve Lake-Sumter State College Foundation, Inc. as a Direct
Support Organizaiton

OVERVIEW:

Board Rule 1.07 requires the District Board of Trustees to annually approve all direct support organizations (DSO). Currently, the Lake-Sumter State College Foundation, Inc. is the only approved DSO.

ANALYSIS:

The Lake-Sumter State College Foundation, Inc., is registered with the Florida Department of State through December 31, 2021 and is required to file an annual report. The 2021 annual report was filed on February 18, 2021 and all fees have been paid. A copy of the report is attached. The current officers of the Foundation are: Mary Beth Morris, Past President; Carl Specci, President; Deborah Boggus, Vice-President; Lori Davis, President-Elect; Sarah Uhrík, Treasurer; Dr. Laura Byrd, Executive Director/Secretary; Dr. Stanley Sidor, LSSC President; Tim Morris, Board of Trustee Liaison; and Cynthia Nash, Faculty Liaison

RECOMMENDATION:

It is recommended that Board approve this item as written.

2021 FLORIDA NOT FOR PROFIT CORPORATION ANNUAL REPORT

DOCUMENT# 750806

Entity Name: LAKE-SUMTER STATE COLLEGE FOUNDATION, INC.**Current Principal Place of Business:**9501 US HWY 441
LEESBURG, FL 34788**Current Mailing Address:**9501 US HWY 441
LEESBURG, FL 34788**FEI Number:** 59-1990323**Certificate of Status Desired:** No**Name and Address of Current Registered Agent:**BYRD, LAURA A. DR.
36931 LAKE YALE DR
GRAND ISLAND, FL 32735 US*The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida.***SIGNATURE:** DR. LAURA A. BYRD

02/18/2021

Electronic Signature of Registered Agent

Date

Officer/Director Detail :

Title COLLEGE PRESIDENT
Name SIDOR, STANLEY DR.
Address 403 WATERWOOD DRIVE
City-State-Zip: YALAHUA FL 34797

Title PRESIDENT
Name SPECCI, CARL
Address 33844 SILVER PINE
City-State-Zip: LEESBURG FL 34788

Title PRESIDENT ELECT
Name DAVIS, LORI
Address 907 PASO ALY
City-State-Zip: FRUITLAND PARK FL 34731

Title SECRETARY
Name BYRD, LAURA A.
Address 36931 LAKE YALE DR
City-State-Zip: GRAND ISLAND FL 32735

Title VP
Name BOGGUS, DEBORAH
Address 41120 STATE ROAD 19
City-State-Zip: UMATILLA FL 32784

Title TREASURER
Name UHRIK, SARAH
Address 1028 LAKE SUMTER LANDING
City-State-Zip: THE VILLAGES FL 32162

I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath; that I am an officer or director of the corporation or the receiver or trustee empowered to execute this report as required by Chapter 617, Florida Statutes; and that my name appears above, or on an attachment with all other like empowered.

SIGNATURE: DR. LAURA A. BYRDVP INSTITUTIONAL
ADVANCEMENT,
EXECUTIVE DIRECTOR
FOUNDATION

02/18/2021

Electronic Signature of Signing Officer/Director Detail

Date



Lake Sumter
State College

OFFICE OF THE PRESIDENT

Present to the Board: January 20, 2021

TO: Lake-Sumter State College
District Board of Trustees

FROM: Stanley M. Sidor
President

RE: 7-07- Dual Enrollment Agreements

OVERVIEW:

Florida Statute 1007.271 requires each school district and public postsecondary institution to develop a comprehensive dual enrollment articulation agreement.

ANALYSIS:

An overview of our current agreements follows this transmittal.

RECOMMENDATION:

It is recommended that the board acknowledge the agreements as written.



Dual Enrollment Overview

	Lake County	Sumter County	Home Education	Private Schools	Villages High School
GPA Requirement	High School unweighted GPA of 3.0	High School unweighted GPA of 3.0	High School unweighted GPA of 3.0	High School unweighted GPA of 3.0	High School unweighted GPA of 3.0
Grade Level	6-12 grade	6-12 grade	6-12 grade	6-12 grade	6-12 grade
Test Score Requirements	See below	See below	See below	See below	See below
Maintain DE eligibility	2.0 LSSC 3.0 High School	2.0 LSSC 3.0 High School	2.0 LSSC 3.0 High School	2.0 LSSC 3.0 High School	2.0 LSSC 3.0 High School
Class availability	All classes	All classes	All classes	All classes	All classes
Credit limit	9 credits fall/spring; 7 credits summer	9 credits fall/spring; 7 credits summer	9 credits fall/spring; 7 credits summer	9 credits fall/spring; 7 credits summer	18 credits fall/spring; 12 credits summer
Early Admission eligibility	3.0 LSSC GPA and senior year class status	3.0 LSSC GPA and senior year class status	3.0 LSSC GPA and senior year class status	3.0 LSSC GPA and senior year class status	N/A
Early Admission credit limit	12-18 credits	12-18 credits	12-18 credits	12-18 credits	N/A
Books	Paid for by school district	Paid for by school district	Paid by LSSC	Student's responsibility	Paid for by VHS

Test Score Requirement (test scores eligibility is set by the state of Florida)

	Reading	Writing/English	Math
PERT	106	103	114
SAT	19	17	19
ACT	24	25	24

PSAT Scores for Dual Enrollment Eligibility (new for 2021-2022)

Assessment	Section	Minimum Score
PSAT 8/9, PSAT 10 and PSAT/NMSQT	Evidence-Based Reading and Writing (EBRW):	430
PSAT 8/9, PSAT 10 and PSAT/NMSQT	Math	480

Definitions:

- **Dual Enrollment** - Dual Enrollment course options are intended to shorten the time necessary for a student to complete the requirements associated with the completion of a high school diploma and a postsecondary degree, broaden the scope of curricular options available at the high school, and increase the depth of study available.
- **Early Admission** – Early Admission allows students to enroll full time at LSSC. To be eligible, students must complete at least one semester at LSSC and maintain an LSSC and High School GPA of 3.0, and be a senior.
- **Unweighted GPA** – Calculates a student’s overall GPA out of a 4.0 scale and does not factor in the difficulty the student’s previous coursework.
- **Dual Enrollment Agreement** – Agreement signed between Lake-Sumter State College and the partner school district/private school. In the case of Home Education students, the agreement is between LSSC and the parent/guardian of the student.
- **Collegiate High School agreement** – outlines the process regarding how a Dual Enrollment student can enrolling at LSSC as a full-time student.

Proposed Changes for 2021-2022 Agreements:

- Added language to allow PSAT concordant scores as one of the DE testing eligibility options, in addition to SAT/ACT/PERT
- Added language to extend Early Admissions program to second semester juniors. The 2020-2021 agreement allow seniors only

Agreements:

In partnership with staff from Lake County Schools, Sumter County Schools, and the Villages Charter School, we have prepared the following Dual Enrollment Agreements 21-22 agreements:

- 21-22 Lake County public DE agreement
- 21-22 Lake County Collegiate High school agreement
- 21-22 Sumter County public DE agreement
- 21-22 Sumter County Collegiate High School agreement
- 21-22 Villages Early College DE agreement
- 21-22 Village Early College Memo of Understanding (MOU)
- 21-22 Private school DE Agreement (used by all private schools in both counties)
- 21-22 Home Education DE Agreement (used by all home ed entities in both counties)



Lake Sumter
State College

OFFICE OF THE PRESIDENT

Present to the Board: July 21, 2021

TO: Lake-Sumter State College
District Board of Trustees

FROM: Stanley M. Sidor
President

RE: 7-08- Scheduled Reports/President/Vice Presidents

OVERVIEW:

Each month the college President and Vice Presidents present the Trustees with an updated report on Lake-Sumter State College business and events surrounding the college.

ANALYSIS:

The report contains information in reference to Legislative Updates, meetings, and other miscellaneous items.

RECOMMENDATION:

It is recommended that the Board acknowledge or accept this item as written.

Division of Institutional Advancement
Update for the President and Board of Trustees
July 21, 2021

Dr. Laura Byrd, Vice President, Institutional Advancement

CAREER DEVELOPMENT SERVICES

Dr. Laura Byrd

- Career Services is working with Pike, Leesburg Electric, Dominion Energy and Duke Energy to advertise positions in the energy field to LSSC students.
- The LSSC job board has 126 active jobs posted for 35 employers. The postings range across many disciplines. The job information is shared with students and faculty members.
 - Twelve new employers signed up to post jobs with LSSC in June.
- New Internship opportunity with Sunday Cool in Tavares.

CORPORATE TRAINING & CONTINUING EDUCATION

Greg Jones, Director of Corporate Training and Continuing Education

- On July 8th, The State of Florida monitor for CDL testing performed the first unannounced inspection of our testing procedures on July 8, 2021. We passed with no issues. To date, 64 students have attended the training class for a CDL license.
- Continuing Education has secured a training contract with The Villages to offer three online Microsoft courses that we are developing in-house. The first one should go live next week with over 300 employees being required to complete the course.
- CareerSource has added the LSSC CDL classes to their training matrix. This allows CareerSource to consider issuing a grant to eligible students to cover the full cost of the class.
- The 2022 South East Power Cooperative (SEPCO) cohort training calendar has been tentatively approved by SEPCO management.
- Continuing Ed. Phlebotomy classes are attracting more interest than normal. We have 16 students signed up with one more month left to register.
- Continuing Education so far is offering 13 in-person classes this fall between the three campuses. This does not include Line worker bootcamps or SEPCO cohort training.

EDUCATIONAL OPPORTUNITY PROGRAMS

Dr. Roland Nunez, Director of Educational Opportunity Programs

Talent Search

- Talent Search Program officially met its federally-mandated minimum of 612 students through active recruitment and follow-up
- Talent Search managers coordinated distribution of various summer program supplies to over 100 students

- Talent Search held summer virtual meetings that are being well-attended, with an average of 75-80 students per session
- Talent Search program held weekly drawings and awards to encourage summer program attendance
- Talent Search Manager Sonja Sanders assisted with the MATH RISE Academy at Sumter Center

Upward Bound

- Upward Bound Program officially met its federally-mandated minimum of 63 students through active recruitment and follow-up
- Upward Bound Managers personally scheduled and managed in-person deliveries for 40 students throughout Lake County for summer program supplies
- A total of 40 students participated in intense summer courses which included Calculus, Statistics, English, Science, Art, Film, Engineering, and Cooking
- Upward Bound Managers supervised seven adjunct instructors who provided exceptional service to the Upward Bound students over the summer
- Upward Bound students received I-pads to use for summer and fall virtual programs

EOP General

- EOP Director Dr. Roland Nuñez presented a workshop entitled “Mind the Tilde: Overcoming Institutional Linguistic Barriers to Hispanic Student Success” at the NASPA First Generation Student Success Conference
- Awarded 9 EOP scholarships to EOP graduates/incoming LSSC students
- All EOP part time position job descriptions were updated and reclassified
- EOP Adjunct instructors were onboarded and trained to summer program technology

LSSC FOUNDATION

Dr. Laura Byrd, Executive Director of LSSC Foundation

- The 22nd Annual Professionals Planned Giving Seminar in partnership with the AdventHealth Waterman Foundation will be held Friday, August 27, 2021, at the Venetian in Leesburg. This complimentary annual seminar is an educational opportunity for professionals to receive Continuing Education credit while giving us the opportunity to show you our appreciation for your professional support. Continuing Education courses are offered from CLER, CPA, and CTFA. Registration is Free & available on our website at Lssc.edu/plannedgiving.com. We have 42 registered as of July 12.
- The 22nd Annual Athletics Golf Classic will be held on Friday, September 17, 2021, at Harbor Hills Country Club. Sponsorships are available and include team play. If you're interested in sponsoring, please reach out to Mike Matulia or Dr. Laura Byrd for more info.
- The 2021/2022 season of the George O. Pringle Performing Arts Series is open for online ticket sales. Visit our website for more info. Lssc.edu/pas

\$98,051.00	Total ticket sales
69% sold	Saturday Matinee
42% sold	Saturday Evening
62% sold	Sunday Matinee
58% sold	Overall

- Registration is now open for the 2021 Monster Dash scheduled for Saturday, October 30 at 8:00am. We also have sponsorship opportunities available. Please see Allison Wilkinson or Dr. Laura Byrd.

- Please consider nominating an alum for the 10th Annual Distinguished Alumni & Hall of Fame Celebration in October. The application is scheduled to open July 19, 2021.
- We welcomed 44 members to the 2021/2022 Scholarship committee and they're currently reviewing Fall 2021 scholarship applications. We received our highest number of applications to date for Fall 2021 with 627 applications as of June 30, and 489 applications pending. We plan to award approximately \$400,000+ in scholarships.
- LSSC is applying for a Title III Grant, which will help support our Guided Pathways initiative over the next 5 academic years if awarded.
- We were awarded a grant from the Live Well Foundation of South Lake to support the Medical Lab Technology program in the amount of \$170,000.

Name	Gift Amount	Fund Description	Gift Subtype
McLin Foundation	\$20,000	McLin Grant	Grant Revenue
Sumter Schools Enhancement Foundation	\$5,000	Sumter Golf Tournament Scholarship	Contribution
Mount Dora Community Trust	\$2,500	Kids' College Scholarships	Grant Revenue
Florida College System Foundation	\$11,792	Helios, First Generation in College Scholarship	Scholarship Contribution

MARKETING & STRATEGIC COMMUNICATIONS

Kevin Yurasek, Director of Strategic Communications

- Supporting a wide variety of student enrollment and retention communication efforts: Fall enrollment, FAFSA, Student IDs, Payment Deadlines & Payment Plans, etc.
- Press releases and media pitches for the gift to Kids' College for Guardian ad Litem children and the gift for the Medical Lab Technology program
- Completed a promotional video for the Honors Program, planning a promotional video for HSCA
- Recorded video testimonials of RISE Academy students
- Additionally, the Marketing Team continues to support and engage on a wide variety of campus projects:
 - Enrollment and retention initiatives
 - Electrician Apprenticeship, Lineworker Boot Camp, CDL Program, Fall Continuing Education courses
 - Employee related: Lakehawk Leadership Academy, Lakehawk Studios
 - Student related: AI Chat for website
 - Campus related: Protect the Nest awareness campaign, Campus signage
 - Community related: Softball and volleyball camp graphics

YOUTH DEVELOPMENT

DeAnna Diggs, Director of Youth Development

- Kids College started its last session on the Leesburg and will finish at both campuses by July 29th. Attendance numbers continue to be low and we believe that is because we are keeping children in small groups as advised by the CDC guidelines.

- Working with New Vision to provide Kids' College vouchers for their "Dinner in the Dark" fundraiser.
- Preparing for the end of summer party for the teens in the Leadership Program, where they will receive their certificates, public service hours and appreciation from the team.
- Collaborating with tutors to develop opportunities for youth tutoring on campus – will be available in the Fall.



Lake Sumter
State College

OFFICE OF THE PRESIDENT

Present to the Board: July 2, 2021

TO: Lake-Sumter State College
District Board of Trustees

FROM: Stanley M. Sidor
President

RE: 7-09 Committee Reports

OVERVIEW:

The District Board of Trustees serve on Committees that address different areas of the college. Currently, there are six committees: Executive Committee, Facilities Committee, Strategic Planning Committee, Sumter Partnership, Technology Committee, and the Nominating Committee.

ANALYSIS:

The Board Chairman will appoint each Trustees to a committee and select a chair person for each one. Once a meeting has occurred the chair of each committee will update the full Trustee Board at the monthly DBOT meeting.

RECOMMENDATION:

It is recommended that the Board acknowledge or accept this item as written.



Lake Sumter
State College

**Executive Committee Meeting
July 13, 2021**

Present: Pete Wahl (Chair), Dr. Sidor, Anita Geraci-Carver, and Dr. Bigard

Agenda Review

- Organizational Meeting-Election of Board Officer 2021-22
- Regular Meeting
 - Consent Agenda
 - Includes regular reports from Human Resources, Facilities, Purchasing, Foundation DSO, Updates to Dual Enrollment Agreements
 - Scheduled Reports
 - Includes President and Vice Presidents and the College Attorney
 - New Business
 - Salary and Classification Schedules
 - Pinecrest Lakes Academy Space Lease 2021-22

The next Executive Committee meeting will be on Tuesday, September 14, 2021



Lake-Sumter
State College

OFFICE OF THE PRESIDENT

Present to the Board: July 21, 2021

TO: Lake-Sumter State College
District Board of Trustees

FROM: Stanley M. Sidor
President

RE: 7-10 – Board Attorney Report

OVERVIEW:

Each month the college attorney Anita Geraci-Carver presents the District Board of Trustees with an updated report on any legal matters on behalf of Lake-Sumter State College.

ANALYSIS:

The report contains information in reference to legal matters, and other miscellaneous items.

RECOMMENDATION:

It is recommended that the Board acknowledge or accept this item as written.



July 12, 2021

District Board of Trustees for
Lake-Sumter State College
9501 U.S. Highway 441
Leesburg, Florida 34474

Re: Board Attorney Report for July 21, 2021

Dear Trustees:

Below is an update on several matters of interest to the Board.

Karen Parker v. Lake-Sumter State College and Leadership Lake County, Inc., Lake County Case No. 2019-CA-001641. Ms. Parker alleges the College was negligent surrounding an alleged incident on August 18, 2016 where Ms. Parker claims she was injured when she tripped and fell while attending an event on the Leesburg campus. Plaintiff's deposition was rescheduled to take place on July 22, 2021. Leadership Lake County, Inc. issued a third-party request for medical records of Plaintiff from a number of medical providers. Lake Sumter State College has requested copies of any medical records produced. Discovery is ongoing.

OCR Case Nos. 04-17-2349 & 04-18-2164. The OCR investigations into the student's complaints remains pending. The College's last communication with the former student was in the fall of 2018. On May 12, 2020 OCR contacted the College to discuss scheduling interviews. Due to COVID-19 and employees working remotely, interviews have not yet been scheduled. On May 4, 2021, the College received communication from U.S. Department of Education, Senior Attorney, Office for Civil Rights, asking if the College is willing/interested in mediating the complaint through OCR, and provided a Agreement to Participate and a Confidentiality Agreement to the College if interested in mediating. The College received a demand letter from the student's attorney. The College has agreed to mediate. OCR assigned a mediator and we anticipate being contacted soon to coordinate mediation.

United Faculty of Florida-Lake Sumter State College (full-time teaching faculty). Negotiations are ongoing.

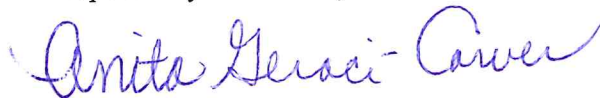
Service Employees International Union (SEIU) Florida Public Services Union (FPSU) (Part Time Adjunct Instructors). Nothing to report at this time.

Fernando Verdini v. District Board of Trustees of Miami Dade College. Mr. Verdini brought suit against Miami Dade College alleging the College had a contractual obligation to provide on-campus services during the COVID-19 pandemic and that the contractual obligation arose because the College assessed certain fees. The College filed a motion to dismiss on the grounds that sovereign immunity precluded a suit because there was not an express written contract. The trial court denied the College's motion to dismiss and the matter is on appeal. This is a matter of great importance to the State College System and the universities. The Florida Department of Education prepared amicus in support of Miami Dade's position to file in the appellate court. Miami Dade requested all State Colleges to join in on the FLDOE's amicus brief at no cost or expense to any of the State Colleges. The state universities also were asked to join in. Time was of the essence and after discussions with Dr. Sidor and Dr. Bigard I communicated to Miami Dade that Lake Sumter would join in. All 12 Florida public universities and 24 of the 27 remaining Florida College System institutions joined in. A Motion for Leave to File a Brief as Amici Curiae in Support of Miami Dade College with the proposed brief was filed March 31, 2021. There are a number of local governments seeking leave to also file in support of Miami Dade. Updates will be provided as this case moves through the appellate process. A similar class action lawsuit has been filed against Santa Fe State College.

David Walton v. Lake Sumter State College, Case No. 2021-01. Mr. Walton appeals the decision of the College to not renew a continuing contract. Mr. Walton is represented by attorney Tobe Lev. Attorney Brian Koji is representing the College's position. I will assist Board Member Bret Jones as he serves as the presiding officer in this matter. Mr. Jones entered an Order Setting Cause for Hearing, Notice of Hearing and Order of Pre-hearing Instructions, as well as a Notice of Recording Testimony at Final Hearing. A one-day hearing has been scheduled to take place on September 9, 2021 beginning at 8:30 am in the Board Room of the South Lake Campus. Discovery must be concluded no later than August 26, 2021, and a schedule of exhibits, documentary evidence, witness list and any requests for preliminary rulings on questions of law, and citations in regard thereto must be filed on or before September 2, 2021.

If you have any questions, please feel free to call me. I look forward to seeing you at the Board meeting.

Respectfully submitted,



Anita Geraci-Carver

cc: Dr. Sidor, President
Dr. Bigard, Vice-President





Lake Sumter State College

OFFICE OF THE PRESIDENT

Present to the Board: July 21, 2021

TO: Lake-Sumter State College
District Board of Trustees

FROM: Stanley M. Sidor
President

RE: 7-11 Salary & Classification Schedules

OVERVIEW:

It is the intent of the College to seek the Board's approval of the LSSC Personnel Compensation Plan.

ANALYSIS:

The following outlines the additions and changes to the current Faculty & Staff Compensation Schedule.

RECOMMENDATION:

Approve as written.

Faculty Classification and Salary Schedule

Additions

- Awarding of Additional Compensation for Additional Responsibilities
 - Additional compensation is calculated based on the standard full-time faculty overload rate of \$1,704 for each 3-credit course. The hourly rate for additional compensation is \$38.00 ($\$1704 / 45 \text{ hours} = \38.00 per hour).
 - Categories of additional responsibilities eligible for additional compensation include, but are not limited to, Quality Matters (QM) *Subject Matter Expert* (SME), QM *Reviewer*, Open Education Resources (OER) *Researcher*, Quality Enhancement Plan (QEP) *Coordinator*, Rise Math Faculty *Curriculum Designers*, Honors Program *Coordinator*, TEDxLSSC *Manager*, *Course Developer*, and any other special projects approved by senior management.
- Additional Compensation for Summer Math Lab Academy Responsibilities
 - Instructional employees are compensated at the rate of \$ 25 per hour for pre-planning activities and instructional time while working in the Summer Math Lab Academy.

No Deletions

Staff Salary & Classification Schedule

Additions

- Work Week
 - A night shift is defined as a shift in which 50 percent or more of the time worked is between 5:00 p.m. and 8:00 a.m. A non-exempt employee working a night shift will be paid a night shift differential of 15 cents per hour. In the event the employee no longer works on the night shift, the differential will no longer be paid, and the employee will be paid the base rate.
- The Classification System
 - The Executive Classification includes the President, Provost & Executive Vice President, and Senior Vice Presidents.
- Compensation for On-Call Pay for Crafts Classification
 - Select Crafts Classification positions are required as a condition of employment to be on-call to return to work outside of their regular work-day.
 - Employees will receive two (2) hours of on-call pay at their regular rate of pay for each day of on-call status that occurs on a not normally scheduled workday, including weekend days, College holidays, and Spring and Winter break times. These hours do not count as hours worked for purposes of calculating overtime and is paid at the employee's regular rate of pay.
 - If an employee is called to come back to work while he/she is on-call, the employee is paid for hours actually worked, subject to a minimum of 2-hours of call-back compensation. This 2-hours of call-back pay counts as time worked for purposes of calculating overtime.
- Part-time Staff & Student Employee Salary Guide
 - The minimum hourly rate of pay for part-time and student employees is \$ 12.00 per hour for fiscal year 2021/2022.
 - Part-time hourly rates of pay range from \$ 12.00 per hour to \$ 18.00 per hour, dependent upon education, experience, and skills required for the position. A *Part-time & Student Employee Position Salary Guide* (Appendix C) must be completed for all part-time and student employee positions to determine the hourly rate for a particular position.
 - A fillable pdf *Part-time & Student Employee Position Salary Guide* can be found on the HR Compensation page of the LSSC Intranet: [Part-time & Student Employee Salary Guide](#)
- Continuing Education Instructors
 - The minimum hourly rate of pay for temporary part-time instructors employed to teach occupational or technical programs or in non-credit courses offered by the college shall be determined by a combination of education and work experience. Both the education and experience must be directly related to the field of specialization that the instructor is employed to teach.

Deletions

- Compensation for Cellular Devices / Base Salary Adjustment
 - Specific positions, as indicated on the Position Descriptions, require the employee to own and use a cellular device to execute position duties. A one-time \$ 300 Cellular Device Usage stipend is added to the respective employee's base salary.

- The form to request a new, one-time base stipend for the use of a personal cellular device is located on the HR Compensation Tab of the Intranet.



Lake Sumter
State College

OFFICE OF THE PRESIDENT

Present to the Board: July 21, 2021

TO: Lake-Sumter State College
District Board of Trustees

FROM: Stanley M. Sidor
President

RE: 7-12 - Pinecrest Lakes Academy Space Lease 2021-22

OVERVIEW:

Pinecrest Academy Lakes Charter School wishes to extend the terms of the Facilities Use and Lease Agreement entered into on June 24, 2020.

ANALYSIS:

The term would extend to August 17, 2022. The rent would be adjusted based on square footage used which is being expanded to include the majority of Building 1 on the South Lake Clermont Campus.

RECOMMENDATION:

Approve the item as written, pending final legal review and edits by both parties.

Lake-Sumter State College's mission is to deliver student success through personal attention and flexible pathways leading to rewarding careers and higher wages.

District Board of Trustees

Mr. Peter F. Wahl, Chairman
Ms. Emily Lee, Vice Chairman
Dr. Stanley M. Sidor, President
Mrs. Anita Geraci-Carver, Board Attorney

Mr. Bryn Blaise
Mr. David Hidalgo
Mrs. Jennifer Hooten
Mr. Bret D. Jones
Mr. Timothy Morris
Mrs. Ivy Parks

