

Lake-Sumter State College

**DISTRICT BOARD  
OF TRUSTEES**

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Board Meeting Packet  
June 17, 2026



**CALENDAR NOTES:**

<b>District Board of Trustees Meeting</b>	<b>Wednesday, June 17, 2026 5:00 pm</b>	<b>Leesburg Campus</b>
<b>NO BOARD MEETING IN JULY</b>		
<b>AUGUST</b>		
<b>District Board of Trustees Meeting</b>	<b>Wednesday, August 19, 2026 5:00 pm</b>	<b>Leesburg Campus</b>

# Lake-Sumter State College

## DISTRICT BOARD OF TRUSTEES



### Meeting Agenda

Wednesday, June 17, 2026

Leesburg Campus

#### PUBLIC BOARD MEETING AGENDA

##### CALL TO ORDER – Board Chair

##### PUBLIC COMMENT

\*A Public Comment Card must be submitted to the Recording Secretary at least 10 minutes prior to the start of the meeting.

##### CONSENT CONSIDERATIONS

- |         |              |  |
|---------|--------------|--|
| 0626-01 | Approve:     | Minutes of May 7, 2026 Special Meeting                             |
| 0626-02 | Approve:     | Minutes of May 12, 2026 Facilities Committee Meeting               |
| 0626-03 | Approve:     | Minutes of May 18, 2026 Finance Committee Meeting                  |
| 0626-04 | Approve:     | Minutes of May 20, 2026 Student Engagement Committee Meeting       |
| 0626-05 | Approve:     | Minutes of May 20, 2026 Regular Board Meeting                      |
| 0626-06 | Acknowledge: | Personnel Staff Changes  |
| 0626-07 | Approve:     | Personnel Full-Time Faculty Changes                                |
| 0626-08 | Acknowledge: | Monthly Fiscal Report for March 2026                               |
| 0626-09 | Approve:     | Purchases Over \$65,000  |
| 0626-10 | Acknowledge: | Capital Improvement Projects Report                                |
| 0626-11 | Approve:     | 2026-27 Staff and Part-Time Faculty Salary Classification Schedule |

##### PRESIDENT'S REPORT

- 0626-12 Mr. John Temple, LSSC President

##### VICE PRESIDENT'S REPORTS

- 0626-13 Michelle Matis, Vice President of Finance & Chief Financial Officer

##### BOARD ATTORNEY'S REPORT

- 0626-14 Ms. Anita Geraci-Carver's Update

##### BOARD COMMITTEE REPORTS

- 0626-15 Executive Committee – Chair, Bret Jones  
Facilities Committee – Mr. Steve Munz  
Finance Committee – Vice Chair, Tim Morris  
Public-Private Partnerships Committee – Chair, Bret Jones  
Strategic Planning Committee – Mr. David Hidalgo  
Student Engagement Committee – Ms. Ivy Parks  
The LSSC Foundation, Inc. – Ms. Samantha Scott

Lake-Sumter State College  
**DISTRICT BOARD OF TRUSTEES**

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**Meeting Agenda**  
Wednesday, June 17, 2026  
Leesburg Campus

**PUBLIC BOARD MEETING AGENDA continued**

**NEW BUSINESS**

- |         |          |   |
|---------|----------|---|
| 0626-16 | Approve: | FY27 Proposed Operating Budget                                    |
| 0626-17 | Approve: | FY27 Proposed Capital Budget                                      |
| 0626-18 | Approve: | 2026-27 General Education Review                                  |
| 0626-19 | Approve: | Lake Technical College Facility Use Agreement - South Lake Campus |
| 0626-20 | Approve: | Legends Way Softball Complex Management Services                  |
| 0626-21 | Approve: | 2025-26 Board Attorney Evaluation                                 |
| 0626-22 | Approve: | 2025-26 Board Self-Evaluation                                     |
| 0626-23 | Approve: | 2025-26 President Evaluation                                      |
| 0626-24 | Approve: | August Special Board Meeting                                      |

**ADJOURNMENT**

# **CONSENT CONSIDERATIONS**



**Lake-Sumter State College**  
**SPECIAL MEETING OF THE DISTRICT BOARD OF TRUSTEES**  
**Thursday, May 7, 2026 Minutes**

**PRESENT:** Bret Jones, Roger Croft (v), Steve Munz, Ivy Parks, Samantha Scott, Board Members, President John Temple, Anita Geraci-Carver, Board Attorney.

**ABSENT:** David Hidalgo, Tim Morris

**CALL-TO-ORDER:**

The special meeting of the District Board of Trustees, Lake-Sumter State College, was called to order by Chair Bret Jones at 10:06 am on May 7, 2026 at the Clermont Performing Arts Center.

**NEW BUSINESS:**

**0526-01.1 CONTRACT FOR DESIGN-BUILD SERVICES FOR WORKFORCE DEVELOPMENT CENTER**

The Tuition and Fees, Other Fees, and Course Fees were presented to the board for the 2026-27 year. Affidavit of Publication and Press Release for tuition and fee change notice is at: LSSC proposing student fee modifications for 2026-27 year - Lake-Sumter State College. ***MOTION to approve the proposal with Florida Architects, Inc. for the Design Criteria Professional (DCP) Services of the Workforce Development Center with the addendum of the project timeline to be the duration of the project with no additional costs, Mr. Steve Munz, SECOND, Ms. Samantha Scott.***

**PUBLIC COMMENT:**

A public comment from Gino Santos was emailed prior to the board meeting and shared with the Trustees at the meeting.

Mr. Tim Morris adjourned the meeting 10:21 am.

Respectfully submitted by Kailyn Simone, Recording Secretary.

**Lake-Sumter State College**  
**FACILITIES COMMITTEE OF THE DISTRICT BOARD OF TRUSTEES**  
**Tuesday, May 12, 2026 Minutes**

In attendance: Steve Munz, Chair, President John Temple, Dr. Laura Byrd, Thom Kieft, and Kailyn Simone.

Mr. Steve Munz called the meeting to order at 4:01 pm.

**Workforce Development Center Design Build**

The College is engaged with the Florida Architects, Inc. to help with design criteria package for the design build of the Workforce Development Center. The RFQu for the project is in a final stages and will be published today. The RFQu is a two-step process as a design build and will give the short list companies the design build packet for proposals of the building. The first phase will be complete by the end of June and the 2<sup>nd</sup> phase, the design phase, will be completed by the end of July. This timeline will end with a special board meeting the first week of August for the Trustees to rank and select a company and agree to a contract by the next August board meeting.

**UF Health Simulation Center in Leesburg**

The College is continuing to meet representatives from UFHealth on the development of the simulation lab at their location. The project is now in the design phase and will go out to bid for companies with construction beginning in late July for 5-6 months. Plans are in the works for an official opening on January 2027 with a grand opening in the fall.

**RFQ for Continuing Services Contractor for Projects up to \$7.5M**

The process for the RFQ is coming to a close with final approval of the list of contractors for continuing work of the next 3 years on smaller projects with the list of contractors presented at the next May board meeting for approval.

**Legends Way Softball Complex Contracts**

The Orlando Health South Lake Hospital approached the College for a termination request of their part in the Legends Way Softball Complex agreement. The termination of the agreement will also need Lake County approval as they are a third party in the main agreement. Orlando Health has a separate contract to manage the softball complex and will be terminated upon final approval for Orlando Health termination. The College will need to have a management contract proposed to the board at a future meeting for approval.

**South Lake Campus Food Pantry**

The pantry on the South Lake Campus is underway with furniture being delivered next week. The project is on track to open for the fall semester.

### **New Executive Director of Facilities Management**

The new Executive Director of Facilities Management will start on June 1.

### **South Lake Campus Parking Lots**

The College is planning to refurbish the parking lots around Building 1 and Cooper Memorial Library on the South Lake Campus. Lots D, C, F are being resealed and stripped. The projects on the parking lots should take no longer than three weeks if approved at the Trustee meeting.

Mr. Steve Munz adjourned the meeting at 4:26 pm.

Respectfully submitted by Kailyn Simone, Recording Secretary.

**Lake-Sumter State College**  
**FINANCE COMMITTEE OF THE DISTRICT BOARD OF TRUSTEES**  
**Monday, May 18, 2026 Minutes**

In attendance: Tim Morris, Chair, President John Temple, Dr. Laura Byrd, Bruce Duncan, Michelle Matis, and Kailyn Simone.

Mr. Tim Morris called the meeting to order at 3:02 pm.

**April 2026 Fiscal Report**

The Committee reviewed the April 2026 fiscal report that will be presented to the Board for approval at the next meeting.

**Tuition Write-Offs**

The proposed tuition write-offs for board approval are from unpaid balances from two years ago which have been turned over to collections.

**Property Write-Offs**

The proposed property write-offs for board approval are items that haven't been used or in need of repair or several older trailers.

**RFQu for Workforce Development Center Design-Build**

The goal for the RFQu is to have the process finalized by July 31 with a special board meeting in August to approval a contractor.

Mr. Tim Morris adjourned the meeting at 3:16 pm.

Respectfully submitted by Kailyn Simone, Recording Secretary.

**Lake-Sumter State College**  
**STUDENT ENGAGEMENT COMMITTEE OF THE DISTRICT BOARD OF TRUSTEES**  
**Wednesday, May 20, 2026 Minutes**

In attendance: Ivy Parks, Chair, President John Temple, Dr. Laura Byrd, Dr. Joseph Mews, and Kailyn Simone.

Ms. Ivy Parks called the meeting to order at 10:35 am.

### **Spring Graduation Recap**

The College celebrated the largest graduating class in LSSC history. There were over 500 graduating students who participated in the commencement ceremonies and over 850 candidates were conferred and over 1,000 credentials conferred.

### **Summer and Fall Enrollment**

Summer classes began on May 11 with 4,400 students registered and over 3,000 applications received for admission. Fall classes will begin on August 17 and so far 2,979 students have registered and over 2,700 applications for admission were received.

### **Enrollment Outlook**

The 25-26 academic total enrollment is on track to 12,000 students where of that 12,000, over 10,000 students are in credit and 2,000 students in non-credit programs. The total enrollment has grown by 56% since academic year 22-23 with total enrollment projected to grow by 36.8% in academic year 30-31. The year-over-year growth will begin to slow due to K-12 trends and capacity constraints. The largest programs and pathways continue to be in the nursing or general studies.

### **Student Activities**

April and May had a lot of student activities with SGA, student athletes, early college programs, and graduation ceremonies. Student Life is planning for the summer activities into the fall semester with three accepted student days where incoming students learn more about the College and resources available. There will be welcome back bashes on each campus to welcome students back to the start of the fall semester, along with a student athlete orientation and SGA leadership retreat.

### **Athletics**

The spring athletics teams are having great seasons as their time on the field comes to a closer. Baseball finished runner-up at the 2026 FCSAA Division II Baseball Championship. Beach Volleyball ended its season with a program-record of 18 wins and made their first appearance in the NJCAA Beach Volleyball National Championship match, placing 2<sup>nd</sup>. The Men's and Women's Track and Field teams sent 13 student-athletes to compete in the NJCAA National

Championships, where two athletics earned All-American honors. Women's and Men's Golf represented at the 2026 NJCAA Division II Women's Golf Championship and Men's Championship.

Ms. Ivy Parks adjourned the meeting at 10:51 am.

Respectfully submitted by Kailyn Simone, Recording Secretary.

**DISTRICT BOARD OF TRUSTEES  
LAKE-SUMTER STATE COLLEGE  
SUMTER CENTER  
May 20, 2026**

**PRESENT:** Mr. Tim Morris, Vice Chair, Board Members: Mr. Roger Croft, Mr. David Hidalgo, Ms. Ivy Parks, Ms. Anita Geraci-Carver, Board Attorney, Mr. John Temple, LSSC President.

**ABSENT:** Mr. Bret Jones, Mr. Steve Munz, Ms. Samantha Scott, Board Members

**CALL-TO-ORDER:**

The regular meeting of the District Board of Trustees, Lake-Sumter State College, was called to order by Vice Chair Tim Morris at 5:20 p.m. on May 20, 2026, at the Sumter Center.

**PUBLIC COMMENT:**

One public comment cards was submitted from a representative of the community, Jeff Duke on item 0526-19 in favor of the new Bachelor's program.

**CONSENT CONSIDERATIONS:**

0526-01 Minutes of April 9, 2026 Finance Committee Meeting

0526-02 Minutes of April 15, 2026 Regular Board Meeting

0526-03 Personnel Staff Changes

0526-04 Monthly Fiscal Report for March 2026

0526-05 Purchases Over \$65,000

0526-06 Capital Improvement Projects Report

0526-07 Proposed Curriculum Changes

0526-08 Write-Off of Tangible Personal Property

0526-09 Write-Off of Uncollectible Accounts

0526-10 2026 Career Pathways Agreements

0526-11 2026-2027 Dual Enrollment Agreements

***MOTION to approve the consent considerations 0526-01 through 0526-11, Ms. Ivy Parks, SECOND, Mr. David Hidalgo, motion passed unanimously.***

**PRESIDENT'S REPORT:**

LSSC President, Mr. John Temple, presented his report.

- Notified that College was not selected as a semi-finalist for the ASPEN prize. The next application will be stronger as the student success data continues to improve.
- Shared Workforce Development Center updates on the RFQu timeline.
- Reported on Phase 1 of the South Lake Master Plan discussions with DPZ Architects.

- Attended Commissioner's Summit that focused on school safety and shared information on the Guardian program.
- Visited Polk State to learn more about their collegiate high school; Continuing to work on collegiate high school program for LSSC.
- Shared commencement ceremonies graduate attendance and degrees conferred with over 500 students participating across all four ceremonies.
- The Vice Presidents facilitated town halls across the College for continued opportunities for employees to be informed and feel connected to the institution.
- The largest graduating class for the nursing program occurred in early May with 82 students graduating.
- The first cohort of students for both the Respiratory Care Program and Bachelors of Science in Elementary Educations graduated this spring.
- Spring athletic sports competed well and ended their seasons on a high note with many teams participating in NJCAA Nationals or Championship games.

#### **VICE PRESIDENT'S REPORT:**

Dr. Joseph Mews, Vice President of Enrollment and Student Affairs, reported on current enrollment trends for the 2025-26 academic year along with an enrollment outlook for 2026-31.

Mr. Nick Kemp, Vice President of Technology Innovation, shared an update on the Canvas breach incident that effected any organization that uses Canvas. Mr. Dave Phillips, Chief Information Security Officer, presented the annual Information Security Program report required by the College's insurance provider.

#### **SCHEDULED INFORMATION REPORTS:**

The Board Attorney shared an update on the progress of cases mentioned in her report.

No report was shared for the Executive Committee as they did not meet.

Mr. Thom Kieft, Vice President of Facilities Planning & Operations, shared the Facilities Committee meeting report on behalf of Mr. Steve Munz absence.

Mr. Tim Morris presented the report for the Finance Committee.

No report was shared for the Strategic Planning Committee as they did not meet.

Ms. Ivy Parks presented the report for the Student Engagement Committee.

Dr. Laura Byrd, Executive Vice President of Institutional Advancement & Operations shared the report on the LSSC Foundation, Inc. on behalf of Ms. Samantha Scott absence.

#### **NEW BUSINESS:**

#### **0526-16 SECOND READING OF UPDATED BOARD RULE 2.06 SEXUAL HARASSMENT & RELATED MISCONDUCT**

Board Rule 2.06 needs to be updated to comply with findings from a 2025 On-Site Civil Rights Compliance Review by the Florida Department of Education. This update reflects changes related to Title IX of the Education Amendments of 1972, Violence Against Women Act of 2022, and Florida Statutes 1001.64(8)(F) and 1001.65(22).

***Meeting adjourned at 6:01 pm per Board Rule 1.01, Florida Statute 120.***

***Meeting reconvened at 6:01 pm.***

***MOTION to approve updated Board Rule 2.06 Sexual Harassment & Related Misconduct, Mr. David Hidalgo, SECOND, Ms. Ivy Parks, motion passed unanimously.***

#### **0526-17 SECOND READING TO REPEAL BOARD RULE 2.07 SEXUAL BATTERY**

Board Rule 2.07 needs to be updated to comply with findings from a 2025 On-Site Civil Rights Compliance Review by the Florida Department of Education. The repeal of this Board Rule is due to duplicate and overlapping language in Board Rule 2.06. Since Board Rule 2.06 is being updated, this Rule can be repealed as the language within it will be encompassed in Rule 2.06.

***Meeting adjourned at 6:02 pm per Board Rule 1.01, Florida Statute 120.***

***Meeting reconvened at 6:02 pm.***

***MOTION to approve repealing Board Rule 2.07 Sexual Battery, Mr. David Hidalgo, SECOND, Mr. Roger Croft, motion passed unanimously.***

#### **0526- 18 NEW PROGRAM APPROVAL: ELECTRICAL PRE-APPRENTICE NON-CREDIT TRAINING PROGRAM**

The College seeks approval to add an electrical pre-apprentice non-credit training program with an anticipated launch summer 2026.

***This item was tabled for further Board Attorney review of Trustee Munz's support of the program.***

#### **0526-19 NEW PROGRAM APPROVAL: BACHELOR OF APPLIED SCIENCE IN COMMUNITY WELLNESS, SPORT, AND TOURISM**

The College seeks approval to add a Bachelor of Applied Science in Community Wellness, Sport, and Tourism with an anticipated launch fall 2027.

***MOTION to approve adding a Bachelor of Applied Science in Community Wellness, Sport, and Tourism, Mr. David Hidalgo, SECOND, Ms. Ivy Parks, motion passed unanimously.***

#### **0526-20 2026-27 GENERAL EDUCATION RESUBMISSION**

At its April 17, 2026, meeting, the State Board of Education voted to remove all lower-division Sociology courses from Florida College System General Education offerings, effective fall 2026. Subsequently, the Chancellor of the Florida College System notified the President of Lake-Sumter State College (LSSC) that the General Education course list previously approved by the Board of Trustees on June 18, 2025, required revision to remove SYG 2000 Introduction to Sociology. No other changes were made. The remaining

state core General Education courses continue to align with the requirements outlined in Florida Administrative Rule 6A-14.0303, General Education Core Course Options. LSSC's revised General Education course list is presented for approval by its Board of Trustees. ***MOTION to approve LSSC's revised 2026-27 General Education course offerings as listed in the attached documentation, Ms. Ivy Parks, SECOND, Mr. David Hidalgo, motion passed unanimously.***

#### **0526-21 ACCREDITATION UPDATE**

During the 2026 Legislative Session, the Florida Legislature enacted House Bill 1279, which amended multiple sections of the Florida Education Code, including F.S. 1008.47. HB 1279 was signed into law in May 2026 and is effective July 1, 2026. As amended, the statute extends the timeline for seeking and obtaining a new accrediting agency. Institutions now have up to three years following reaffirmation or submission of the fifth-year report to seek and obtain accreditation from an eligible accreditor, rather than being limited to the single year immediately following those milestones. This change provides institutions with additional flexibility for planning and evaluation while preserving the requirement for continuous accreditation. The statutory changes do not require LSSC to change accreditors at this time.

***This item is for information purposes only.***

#### **0526-22 2023-2026 STRATEGIC PLAN UPDATE YEAR 3 SUMMARY**

The strategic plan identifies the College's priorities and goals over the next three years from 2023-2026. The College's 2023-2026 Strategic Plan was previously approved by the District Board of Trustees in June 2023. The Strategic Plan and Year 3 Summary will be presented at the meeting for review and project progression.

***This item is for informational purposes only.***

#### **0526-23 2026-2031 STRATEGIC PLAN**

The strategic plan identifies the College's priorities and goals over the next five years from 2026-2031. The College's 2026-2031 Strategic Plan will be presented at the meeting.

***MOTION to approve the 2026-2031 Strategic Plan, Mr. David Hidalgo, SECOND Mr. Roger Croft, motion passed unanimously.***

#### **0526-24 CONTINUING CONSTRUCTION SERVICES RFQ 26-03 MOST QUALIFIED FIRM SELECTION**

The Selection Committee along with College Administration assessed that the top 8 most qualified firms met the immediate project needs as well as the potential project needs spanning the lifecycle of the resulting agreements. The following firms are listed in the order of most qualified rankings as identified by the Selection Committee:

1. D.E. Scorpio Corporation
2. Charles Perry Partners, Inc. (CPPI)
3. Ajax Building Company, LLC
4. BBI Construction Management, Inc.

5. A.D. Morgan Corporation
6. Foresight Construction Group, Inc.
7. Nicholas & Associates, Inc.
8. SEMCO Construction, Inc.

It is recommended that this list of the most qualified contractors be approved and authority delegated to the President and President's designees to enter into contract negotiations for continuing construction services in accordance with RFQ 26-03.

***MOTION to approve the Continuing Construction Services RFQ 26-03 Most Qualified Firm Selection, Mr. David Hidalgo, SECOND, Ms. Ivy Parks, motion passed unanimously.***

#### **0526-25 2026-2028 BOARD ATTORNEY AGREEMENT AMENDMENT**

The term of the agreement will end June 30, 2026. An amendment follows to extend the term of the agreement to June 30, 2028.

***MOTION to approve the 2026-2028 Board Attorney Agreement Amendment for services with Anita Geraci-Carver, PA., Ms. Ivy Parks, SECOND, Mr. David Hidalgo, motion passed unanimously.***

#### **0526-26 2026-27 FACILITY USE AND LEASE ADDENDUM PINECREST ACADEMY, INC**

The 2026-2027 lease is for 16,796 sq. ft. in Bldg. 1, Cooper Memorial Library, and the outdoor basketball/pickleball court at \$41.00 sq. ft. for a total amount of \$688,636. In addition, if Pinecrest requests other spaces for special events or testing they will pay the public rental rate per ½ day through the Events department.

***MOTION to approve the 2026-27 Facility Use and Lease Addendum Pinecrest Academy, Inc., Mr. David Hidalgo, SECOND, Mr. Roger Croft, motion passed unanimously.***

#### **0526-27 ORLANDO HEALTH SOUTH LAKE HOSPITAL LEGENDS WAY COMPLEX AGREEMENT TERMINATION REQUEST**

There is interest from Orlando Health South Lake Hospital (SLH) to terminate the 3-party Interlocal Agreement as they have not been heavily involved with the complex in over 5 years yet have management responsibilities of the complex. LSSC initially rejected the SLH termination of the agreement in order to have the LSSC Board of Trustees discuss and take action on the Interlocal Agreement. There has been discussion of a \$100,000 sponsorship donation from SLH to the LSSC Foundation, Inc. to support the improvements to the complex in exchange for advertising. There is also current litigation against many parties associated with the complex due to an accident at the complex. LSSC would request SLH to continue to be involved with the litigation. If the 2007 Interlocal Agreement is terminated, then it terminates multiple agreements where PFXA, Inc. is a party, including the management and maintenance of the complex it has with SLH. LSSC would then have the ability to directly contract with a sports facility vendor to operate and maintain the complex if it chooses.

***MOTION to approve Orlando Health South Lake Hospital request to terminate the 3-party Interlocal Agreement and to include a \$100,000 sponsorship donation to the***

**LSSC Foundation, Inc., a 60-90 day timeframe for the College to contract with a vendor for management services of the complex, include an indemnification provision from the current contract, and approval of termination pending Lake County approval, Mr. David Hidalgo, SECOND, Ms. Ivy Parks, *motion passed unanimously.***

#### **0526-28 LEGENDS WAY SOFTBALL COMPLEX MANAGEMENT SERVICES**

If the 2007 Interlocal Agreement is terminated, then it terminates multiple agreements where PFXA, Inc. is a party, including the management and maintenance of the complex it has with SLH. LSSC would then have the ability to directly contract with a sports facility vendor to operate and maintain the complex if it chooses.

***This item was tabled for further Board Attorney review and will be added to a future board meeting agenda.***

#### **0526-29 SOUTH LAKE CAMPUS PARKING LOTS**

The oldest parking lot on campus, Lot B, around Bldg. 1 needs to have a new 1.5 inch asphalt surface overlayed on the current lot. Paquette will edge mill so there is a smooth transition to current sidewalks. They will also have to remove some roots from parking spaces prior to the overlay. Parking lots C, D, E, and F will need to have two layers of sealcoat and be re-striped. There is a section of the lot near Cooper Memorial Library handicap parking that will need to be removed and patched since hot liquids from vehicles have deteriorated the asphalt in those parking spaces. The total proposal for the asphalt overlay of Lot B and reseal and re-stripe in Lots C, D, E, and F totals \$266,308.75. The funds have been budgeted in the '25-26 CIP budget for this project. Paquette has a Lake County government contract that will be used for pricing. LSSC staff recommend awarding this project to Paquette Company.

***MOTION to approve awarding Paquette Company to update the South Lake Campus parking lots, Ms. Ivy Parks, SECOND, Mr. David Hidalgo, motion passed unanimously.***

#### **OTHER CONSIDERATIONS:**

The next regular meeting is scheduled for June 17, 2026 at the Leesburg Campus.

The meeting was adjourned at 6:58 p.m.

#### **ATTEST:**

\_\_\_\_\_  
Mr. Bret Jones, Board Chair

\_\_\_\_\_  
Mr. John Temple, Secretary/ College President

Recording Secretary: Kailyn Simone

## Personnel Staff Changes

## Agenda Item: 0626-06

### Background/References

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 includes New Hires, Resignations, Retirements, and Separations that are presented to the District Board of Trustees for review.

### Description

#### Staff New Hires:

Name	Title	Effective Date
Dominic Franceschino	Specialist I, Technology Support	5/04/2026
Justin Mendez	Specialist, Enrollment Services	5/04/2026
Jeffrey Stocker	Coordinator, Health Professions Operations	5/04/2026
Marie Hernandez	Coordinator, Educational Opportunity Program	5/04/2026
Gregory Johnson	Dean, Workforce Development	5/04/2026
Emberly Muhammad	Coordinator, Educational Opportunity Program	5/04/2026
Matthew Perry	Analyst, Network I	5/18/2026
Norine Blanch	Program Director, Special Programs in Education	5/18/2026
Kelly Fuentes	Accountant	5/18/2026
Leeanna Gonzalez	Administrative Assistant, Health Professions	5/18/2026

#### Staff Status Changes:

Name	Title	Status	Effective Date
Daniel Weber	Associate Vice President, Institutional Effectiveness	Promotion	5/11/2026
Roland Nunez	Dean, Early College, Behavioral Sciences, and Performing Arts	Lateral Move	5/11/2026

#### Departures:

Name	Title	Status	Effective Date
Alejandro Rodriguez	Program Director, Construction Management	Resignation	5/6/2026

### Recommendation

Motion to acknowledge the Human Resource Staff Changes for May 1 – May 31, 2026 as written.

# Personnel Full-Time Faculty Changes

# Agenda Item: 0626-07

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## Background/References

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 includes New Hires, Resignations, Retirements, and Separations that are presented to the District Board of Trustees for review.

## Description

### Departures:

Name	Title	Status	Effective Date
Daniel Levin	Instructor, Mathematics	Resignation	5/8/2026
Amber Lithila	Instructor, Nursing 12 months	Resignation	5/8/2026

## Recommendation

Motion to approve the Personnel Full-Time Faculty Changes for May 1 – May 31, 2026 as written.

## Monthly Fiscal Report for May 2026

## Agenda Item: 0626-08

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### **Background/References**

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 Office of the Vice President of Finance, and is intended to keep the District Board of Trustees apprised of the financial condition of the College.

### **Description**

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

### **Recommendation**

Motion to acknowledge the Monthly Fiscal Report for May 2026 as written.

Lake-Sumter State College  
Fiscal Status Report - Fund 1  
General Current Fund  
July 1, 2025 through May 31, 2026

[Back to agenda](#)  
**ITEM: 0626-08**

	FY 2024-25		FY 2025-26			
	Annual Budget	5/31/2025	Annual Budget	5/31/2026	Percent of Budget Earned/Spent	Projected 6/30/2026
<b>REVENUES &amp; BUDGETED FUND BALANCE</b>						
Student Fees						
Fall						
Tuition	\$ 3,451,420	\$ 3,765,588	\$ 4,843,912	\$ 4,482,883	93%	\$ 4,482,883
Technology Fees	166,300	188,294	196,556	224,152	114%	224,152
Distance Learning	340,551	357,105	392,336	451,635	115%	451,635
Dual Enrollment	389,000	434,159	391,287	557,485	142%	557,485
HSCA Dual Enrollment	577,093	587,129	658,000	618,050	94%	618,050
Lab Fees	99,086	95,171	100,000	243,236	243%	243,236
Spring						
Tuition	\$ 3,113,630	\$ 3,523,467	\$ 4,410,782	\$ 4,302,929	98%	4,302,929
Technology Fees	149,300	176,191	184,622	215,191	117%	215,191
Distance Learning	304,208	344,595	374,469	435,120	116%	435,120
Dual Enrollment	480,000	488,312	564,200	635,881	113%	635,881
HSCA Dual Enrollment	546,984	470,371	587,500	571,050	97%	571,050
Lab Fees	176,750	201,823	198,500	303,811	153%	303,811
Summer						
Tuition	\$ 1,291,280	\$ 1,864,436	\$ 2,005,155	\$ 2,827,443	141%	2,006,909
Technology Fees	62,100	93,233	89,263	141,379	158%	101,285
Distance Learning	159,405	256,980	235,851	334,170	142%	288,702
Dual Enrollment	0	144,527	-	202,624	0%	-
Lab Fees	33,290	35,044	40,300	43,253	107%	43,281
Miscellaneous Fees	302,639	236,043	338,167	319,129	94%	319,129
Youth Development	250,000	129,352	110,000	149,970	136%	157,470
Continuing Education	1,127,788	991,486	1,054,150	815,360	77%	900,360
<b>Total Student Tuition and Fees</b>	<b>\$ 13,020,824</b>	<b>\$ 14,383,307</b>	<b>\$ 16,775,050</b>	<b>\$ 17,874,749</b>	<b>107%</b>	<b>\$ 16,858,558</b>
General Revenue Operational Support	\$ 20,958,984	\$ 19,373,920	\$ 21,135,196	\$ 20,000,958	95%	\$ 21,819,237
General Revenue Nursing Support	764,600	1,203,371	1,004,755	1,004,755	100%	1,004,755
General Rev. Student Success Incentive Initiative	338,782	326,986	404,104	498,096	123%	530,108
State Dual Enrollment Scholarship Program	400,000	441,511	387,083	316,986	82%	316,986
Educational Enhancement Support	3,231,881	2,444,536	3,055,669	2,405,152	79%	3,006,439
Miscellaneous State Contracts	26,000	(5,376)	26,000	(2,767)	-11%	-
Federal Support Indirect Cost	75,000	61,534	75,000	7,510	10%	25,000
Foundation Support	-	73,681	75,000	65,683	88%	65,683
Other Contracts	586,868	618,603	683,248	690,756	101%	690,756
Miscellaneous Revenue	24,100	132,005	124,350	88,717	71%	88,717
<b>Total Revenues</b>	<b>\$ 39,427,039</b>	<b>\$ 39,054,078</b>	<b>\$ 43,745,455</b>	<b>\$ 42,950,596</b>	<b>98%</b>	<b>\$ 44,406,240</b>
Transfers In	1,000,000	-	422,000	-	-	400,000
<b>Total Revenues and Transfers In</b>	<b>\$ 40,427,039</b>	<b>\$ 39,054,078</b>	<b>\$ 44,167,455</b>	<b>\$ 42,950,596</b>	<b>97%</b>	<b>\$ 44,806,240</b>
<b>EXPENDITURES</b>						
Personnel Expenditures						
Salaries and Wages	\$ 22,917,640	\$ 19,310,503	\$ 24,742,852	\$ 21,295,572	86%	\$ 23,458,138
Benefits	7,757,893	7,409,256	8,445,398	8,015,961	95%	8,855,248
Lapse Salary and Benefits	(900,000)	-	(900,000)	-	0%	-
Current Operating Expenditures	10,098,417	8,800,578	11,831,612	9,008,232	76%	11,237,550
Capital Outlay Expenditures	40,000	49,772	36,000	(6,494)	-18%	26,341
Contingency	500,000	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 40,413,950</b>	<b>\$35,570,108</b>	<b>\$ 44,155,862</b>	<b>\$ 38,313,270</b>	<b>87%</b>	<b>\$ 43,577,277</b>
Transfer to Fund Other Funds	-	-	-	-	-	-
<b>Excess of Revenues over (Expenditures)</b>	<b>\$ 13,089</b>	<b>\$ 3,483,970</b>	<b>\$ 11,593</b>	<b>\$ 4,637,326</b>	<b>\$</b>	<b>1,228,963</b>

## Purchases Over \$65,000

## Agenda Item: 0626-09

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### Background/References

Each month a report is provided to the District Board of Trustees accounting for any purchases that have been approved by the President which fall between \$65,000 and \$195,000. This report is prepared by the Office of the Vice President of Finance and Chief Financial Officer, and is intended to apprise the Board of purchases that fall under the authority of the President to approve. The authorization requiring the President's approval of such purchases is guided by Board Rule 6.09, Purchasing.

### Description

#### Purchase Orders Over \$65,000 – May 2026

**Vendor:** DPZ CoDesign, LLC  
**Item Description:** South Lake Campus Master Plan Schematic Design  
**Amount:** \$100,000.00  
**Purchase Order #:** P2600628  
**Vendor Code:** X00164734

**Vendor:** Florida Architects, Inc.  
**Item Description:** Workforce Development Building Schematic Design and Construction Administration  
**Amount:** \$330,360.00  
**Purchase Order #:** P2600652  
**Vendor Code:** FLOARC

### Recommendation

Motion to approve the purchases over \$65,000 for the months of May 2026 as written.

# Capital Improvement Projects Report

# Agenda Item: 0626-10

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## **Background/References**

The Facilities Department prepares a monthly report on the status of Capital Improvement Projects.

## **Description**

A report on the status on projects is attached.

## **Recommendation**

Motion to acknowledge the Capital Improvement Projects Report for May 2026 as written.

## Capital Improvement Projects FY 2025-2026

June 2026 Update

Project Description	CIP Budget	Expended or PO issued as of 5/31/26	Progress To Date
<b>Safety</b>			
Fire Safety Upgrades	\$126,000	\$130,469	The existing fire alarm panel and devices were replaced at the Leesburg Campus Health Science Center Nov 2025. The fire alarm system upgrades for the Gym are expected to complete by the end of June 2026.
Safety Upgrades	\$100,000	\$94,415	Funds have been expended on door locks, repairing gate valves, and for cabling to expand the emergency speaker system.
<b>Roofs and Building Envelope</b>			
Building Envelope	\$45,000	\$3,840	Building exterior maintenance and repairs as needed for all Campuses. Faden completed stucco repair work for the Gym exterior wall in early March.
Leesburg Campus Building M Exterior Wall Refurbishment	\$30,000	\$13,928	The west exterior wall cleaning, repairs, painting and gutter work completed January. Power-washing and additional exterior wall painting is in progress.
Leesburg Campus Science-Math Roof Refurbishment	\$5,130	\$5,130	Met with Garland early Aug 2025. A roof scan was performed to verify the condition and confirmed that the roof will require replacement in lieu of refurbishment. This work is delayed at least until the next Fiscal Year due to the unbudgeted cost.
Roof Maintenance and Repairs	\$25,000	\$10,959	Roof maintenance and repairs as needed for all Campuses.
<b>Paving-Grounds</b>			
Sumter Center Repave, Repair, and Re-stripe Parking	\$230,000	\$220,115	Repaving and modifications to Parking Lots B, C & D completed end of July. Additional improvements are in planning.
Irrigation Improvements	\$20,000	\$17,703	On going as needed.
Parking Lot Repairs and Sealing/Striping	\$280,000	\$7,000	Paquette is currently scheduled in June to resurface and restripe at the South Lake Campus, primarily around CML and Bldg. 1 parking lots. Several concrete and asphalt repairs were completed at the Leesburg Campus late Sept., including Lake Hall sidewalk, Science-Math handicap areas and pot-holes.
South Lake Campus Concrete Slab Refresh	\$8,000	\$3,500	A color coating to match the adjacent basketball court concrete slab was applied and completed January.

## Capital Improvement Projects FY 2025-2026

June 2026 Update

Project Description	CIP Budget	Expended or PO issued as of 5/31/26	Progress To Date
<b>New Structure</b>			
Eustis CDL Pad and Building	\$5,750,000	\$112,002	Design Development at 60% is on hold. The SJRWMD permit application is currently in process to meet a December 2025 deadline. Funding through grant is pending.
Leesburg Campus Workforce Development Center	\$17,070,000	\$1,424,130	A Design Criteria Package is being developed for a design-build delivery method for the Workforce Development Center. Architectural and Engineering services are targeted to begin this summer. Owner occupancy is currently projected for June 2028.
<b>HVAC</b>			
HVAC Controls	\$183,870	\$168,981	Automated Logic (ALC) completed the controls retrofit work for the Leesburg Campus Student Services Building 1st floor in December . A PO was issued to ALC for the Health Science Center; this work will be performed over the summer semester.
HVAC Projects (exhaust fans, air handler units, coil overhaul, etc.)	\$300,000	\$293,453	On going maintenance, repairs and replacements for all Campuses. At the Leesburg Campus; the Student Center 8 Ton Trane HVAC System was replaced in December. The Williams-Johnson Bldg. AHU heating coils replacement work completed January.
South Lake Campus Chiller Pipe Insulation	\$60,000	\$59,881	The South Lake Campus chiller piping and equipment reinsulation project work completed November 25, 2025
South Lake Campus Bldg. 2 Transformers	\$20,000	\$8,499	In planning to replace three transformers inside SL Bldg.2. Equipment procurement is in process.
<b>General</b>			
Furniture and Equipment (All Campuses)	\$75,000	\$67,035	On going procurement as approved by leadership.
ADA Braille Room Signage	\$30,000	\$23,000	New signs are in procurement and being prioritized across multiple buildings; including Sumter Bldgs. 1&5 and Leesburg Campus SSB & Lake Hall. Some installs have started. Planning to complete all signs by the end of June.
Signage (All Campuses)	\$40,000	\$41,501	The City of Leesburg has approved a \$16,000 grant for a new sign at College Drive. The footing for the sign was installed early May. Sign Crafters is scheduled to install the new sign the week of June 22, 2026.
College Vehicles	\$110,000	\$139,245	Acquired two vans end of July 2025 and installed LSSC logos on the vans. Three new golf carts were procured and received in March for Facilities, IT, and Production Studio.

## Capital Improvement Projects FY 2025-2026

June 2026 Update

Project Description	CIP Budget	Expended or PO issued as of 5/31/26	Progress To Date
<b>Building Upgrades</b>			
Athletic Complex Upgrades	\$80,000	\$68,690	New Baseball and Softball Field Scoreboards are operational. In progress to install electrical for Hud1 outfield cameras. Installs of poles for the cameras and speakers completed in March.
Leesburg Campus Library Demolition	\$375,000	\$7,500	The Library demolition is on hold.
Leesburg Campus Safety Office Renovations	\$20,000	\$14,847	New flooring and painting completed in September.
Leesburg Campus Facilities Main Office Renovations	\$15,000	\$12,946	New flooring for the Lobby and Admin offices completed in September.
Leesburg Campus STEM Center Flooring	\$0	\$0	New flooring installed August 2025 with Foundation donation.
Painting Projects	\$20,000	\$3,000	In planning.
Restroom Refresh	\$55,000	\$48,611	Leesburg Campus Student Center restrooms, new ceiling tiles/grid, LED lighting and painting completed over Spring Break and the flooring refresh completed May 23, 2026. Lake Hall and Student Services Building single use restrooms flooring restoration completed Oct. Lake Hall's Men and Women's restroom refresh, including epoxy flooring and recoating of the walls, completed December.
South Lake Campus Building-2, 1st Floor Remodel	\$160,000	\$9,991	Planning to start design services. Some refresh work for the Lobby has started.
South Lake Campus Simulation Lab Cameras and Microphones	\$45,000	\$40,191	Elevate Healthcare completed the installations April 22, 2026.

# 2026-27 Staff and Part-Time Faculty Salary and Classification Schedule

Agenda Item: 0626-11

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## Background/References

Per Lake-Sumter State College Board Rule 5.02, the Classification & Salary Schedule details salary ranges and compensation rates by employee classification and grade/level. Job analysis is used to establish position classifications, grades, and levels of positions with similar position responsibilities and job factor ratings using the Job Analysis Questionnaire. Ranges are assigned to the classifications and levels to ensure equitable compensation treatment for all employees.

Annually the President or designee shall present a classification and Salary Schedule to the District Board of Trustees for approval. This Schedule is not intended to create or be interpreted as a contract of employment or to give any employees any right to or expectancy of continued employment or employment in any particular job or capacity. All employees are employed at the will and pleasure of the President and may be terminated at any time. Salaries published herein are contingent upon the financial capability of the College as approved by the District Board of Trustees.

## Description

### Updates to Salary & Classification Schedule 2026 - 2027

The primary purpose of the Classification & Salary Schedule is to detail for the Board the salary ranges and compensation rates by employee classification and grade/level. The current document is aligned with the intention of Board Rule 5.02.

The Salary and Classification Schedule for 2026-2027 is attached.

## Recommendation

Motion to approve the 2026-27 Staff and Part-Time Faculty Salary and Classification Schedule as written.



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## **SALARY SCHEDULE**

### **Staff and Part-Time Faculty**

### **Fiscal Year 2026 – 2027**

*Approved by the District Board of  
Trustees June 17, 2026*

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## Classification & Salary Schedule

Per Lake-Sumter State College (LSSC) Board Rule 5.02, the Classification & Salary Schedule details salary ranges and compensation rates by employee classification and grade/level.

Formal job analysis is used to establish position classifications, grades, and levels, and to identify positions with similar responsibilities and job factor ratings using the Job Analysis Questionnaire. Ranges are assigned to the classifications and levels to ensure equitable compensation treatment for all employees.

### Disclaimer

Per Board Rule 5.02, the President or designee shall present a Classification and Salary Schedule to the District Board of Trustees for approval. This Schedule is not intended to create or be interpreted as a contract of employment or to give any employees any right to or expectancy of continued employment or employment in any particular job or capacity. All employees are employed at the will and pleasure of the President and may be terminated at any time. Salaries published herein are contingent upon the financial capability of the College as approved by the District Board of Trustees.

## SALARY SCHEDULE FY 2026 - 2027

Full-Time Staff			
Classification	Position Examples	Minimum	Maximum
<b>Support</b>	<i>Administrative Assistants, Office Specialists, Office Coordinators</i>	\$36,050	\$61,800
<b>Crafts</b>	<i>Facilities Technicians, Groundskeepers, Mail Room &amp; Print &amp; Production Personnel</i>	\$36,050	\$79,874
<b>Technical</b>	<i>Information Technology personnel, eLearning, Technologists, Science Lab Techs, Librarian Techs, Webmasters, and Data Analysts.</i>	\$36,050	\$102,873
<b>Professional</b>	<i>Public Relations, Advertising, Community Relations, Graphic Arts, Athletic Coaches, Trainers</i>	\$46,350	\$95,527
<b>Administrative - Student Support</b>	<i>Advisors, Counselors, Financial Aid Counselors, Educational Program Managers, Admissions Counselors, and coordinators</i>	\$46,350	\$79,279
<b>Administrative - Managerial</b>	<i>Managers, Assistant Managers, Assistant Directors, Specialists</i>	\$46,350	\$89,150
<b>Administrative - General</b>	<i>Associate Vice Presidents, Deans, Executive Directors, Directors</i>	\$56,650	\$160,680
<b>Executive</b>	<i>President, Senior Vice Presidents, Vice President</i>	\$103,000	\$309,000

### Part-time Staff & Student Employees

The minimum hourly rate of pay for part-time and student employees is \$ 15.00 per hour for the fiscal year 2026-2027.

Part-time hourly rates of pay range from \$ 15.00 per hour to \$ 21.00 per hour, depending upon the education, experience, and skills required for the position. Completion of the [Part-time and Student Salary Guide](#) is required for all part-time and student employee positions to determine the appropriate hourly rate for a particular position.

<b>Non-Bargaining Unit Faculty (Adjuncts)</b>		
<b>Degree Level</b>	<b>All Disciplines</b>	<b>Nursing Clinicals</b>
<b>Associate's Degree</b>	\$700 per credit hour	N/A
<b>Bachelor's Degree</b>	\$800 per credit hour	\$48 per clock hour
<b>Master's Degree</b>	\$850 per credit hour	\$52 per clock hour
<b>Doctorate's Degree</b>	\$900 per credit hour	\$55 per clock hour

### Non-Credit Instructors

The minimum and maximum hourly rates of pay for temporary part-time instructors employed to teach occupational or technical programs or non-credit courses offered by the college shall be determined by a combination of education and work experience, e.g., CDL Certification, Wastewater Management Certification, etc. Both education and experience must be directly related to the field of specialization in which the instructor is employed to teach.

## ADDITIONAL COMPENSATION

### Compensation for Earning an Additional Degree

The following compensation amounts will be awarded to Regular full-time employees for their respective accredited educational accomplishments. See Administrative Procedure 5-12 for eligibility requirements and details.

<b>Degree Completion Increases</b>		
<b>Associate's Degree</b>	Non-Instructional	\$250 to base salary
<b>Bachelor's Degree</b>	Non-Instructional	\$500 to base salary
<b>Master's Degree</b>	Non-Instructional	\$2,000 to base salary
<b>Doctorate Degree</b>	Non-Instructional	\$4,000 to base salary

**Compensation for Specialized Non-Permanent Part-Time Positions**

Part-time Special Pay Plan for Select Positions								
	Full-time Head Athletic Coach	Part-time Assistant Athletic Coach	Part-time Head Athletic Coach	Club Advisors	Honor's Program Advisors	Workforce Programs	Continuing Education Instructor	Kid's College Instructor
							<i>Revenue Sharing</i>	
Basis	Head Coach: Baseball Softball Volleyball	All Sports	Cross Country/ Track & Field/ Golf/ Beach Volleyball	Based on Student Club	Per Student	Per Program	Based on Degree & Experience	
Per Academic Year	On Contract	\$10,000	\$ 20,000	\$400 - \$1,500				
Per Student Per Term					\$75			
Per Hour						\$16 - \$ 35	\$25 - \$50	\$25

### **Additional Compensation for Additional Responsibilities**

An employee may receive additional compensation for performing duties and responsibilities outside the scope of the employee's job description, or beyond the employee's normal job duties, for example, receiving a special pay stipend as an Interim to support overall business functions for a limited time. All requests for additional compensation must be submitted for approval in advance of the employee assuming the additional responsibilities and **must be approved by the supervisor, the Division Vice President, the Finance Office, and the President**. No additional compensation will be approved or paid after the fact or without Finance approval. The timeframe for **continued** additional compensation will be based on the duration of the increased workload and will be reviewed every six months by the supervisor and **the Division Vice President** for renewal.

### **Additional Compensation for Employees Hired by March 31<sup>st</sup> and Non-Recurring Salary Increases**

Employees hired prior to March 31<sup>st</sup> will be eligible for across-the-board increases as approved by the District Board of Trustees (DBOT) and in accordance with the approved salary schedule. Any such increases shall be implemented as of the effective date approved by the District Board of Trustees for staff and at the beginning of the new academic year for faculty.

**Upon recommendation of the President and at the discretion of the District Board of Trustees, a non-recurring salary increase to all eligible employees may be awarded at any time during the fiscal year (July 1 through June 30), contingent upon available funds. This non-recurring salary increase may be in addition to or in lieu of a regular salary increases.**

**Please refer to LSSC UFF, Article 10, for faculty compensation.**

## **EMPLOYMENT CLASSIFICATION**

### **Exempt/Non-Exempt Status**

Following legal guidelines provided under the [Fair Labor Standards Act](#) the classification of a job as exempt or non-exempt depends on the content of the job as outlined in the federal regulations. Criteria include job responsibilities, reporting relationships, and/or the person's qualifications. It does not depend on how the employee (or manager/supervisor) wants to classify the job. LSSC Human Resources will make the final decision as to whether a job is exempt or non-exempt based on an analysis of the job as compared to federal regulations. Each employee is either:

#### **NON-EXEMPT**

Are those employees who may be eligible for overtime pay under the specific provisions of federal and state laws? Non-exempt Employees will be paid for actual hours worked, with deductions taken for absences, including absences of less than a full day. Non-exempt employees are eligible for overtime for all hours worked over 40 in a work week, and those hours must have been approved by their supervisor/manager prior to being worked.

**or**

#### **EXEMPT**

Those employees are paid in full-day/weekly increments and are not eligible for overtime compensation regardless of the number of hours worked in a given work week. These employees are not eligible for overtime pay, and salaries are paid bi-monthly.

Employees and supervisors with questions about whether a position is exempt or non-exempt, or which category it falls under, should contact the Human Resources Department. As with all other provisions of this Handbook, LSSC reserves the right to revise employment classifications and the benefits associated with each classification at any time with or without prior notice.

## EMPLOYMENT CATEGORIES

In addition to the above classifications, each employee will belong to one other employment category:

### **Regular Full-Time**

Employees will be classified as regular full-time if they require 37.5 hours per week and are expected to remain for more than 6 months. To receive full-time benefits, employees must work 31 or more hours per week. All regular, full-time positions require approval by the President and District Board of Trustees, and are eligible for all employee benefits and leave according to state regulations and local Board rules, and are subject to the terms, conditions, and limitations of each benefit program. These positions must be classified and compensated in accordance with the approved salary schedules in the college budget.

Regular Full-Time Employees covered by a collective bargaining agreement will receive benefits and compensation as provided for in that agreement.

### **Regular Part-Time**

A position will be classified as regular part-time if it requires 28 hours or fewer per week and is established with the expectation of continued existence for more than six months.

These positions require approval by the President, and employees filling them are eligible for retirement, workers' compensation, FICA, unemployment benefits, pro-rated paid non-duty days (holidays, Spring Break & Winter Break), and vacation leave according to state regulations and local Board rules. Part-time positions are not eligible for sick time. These positions are classified and compensated in accordance with the college's approved salary schedules.

### **Non-Permanent/Temporary Positions**

Those positions in which employees are hired for a specific period where a short-term need exists for services to the College, i.e., interim replacements to temporarily supplement the workforce, to assist in the completion of a specific project or program development.

Non-Instructional positions classified as non-permanent will be permitted to work no more than 28 hours per week on average.

These positions do not require Board approval but do require budget funding approval. Persons employed as non-permanent employees are not eligible for benefits and leave.

### [Total Rewards Summary.pdf](#)

Employment beyond any scheduled period does not imply a change in employment status for a temporary employee. In addition, any initially stated period does not guarantee employment for that period, and the College or the employee may terminate employment at any time, with or without cause or prior notice. Non-permanent employees retain that status unless and until notified by Human Resources of a change.

## Grant-Funded Positions

Grant-funded positions shall be classified as regular full-time, regular part-time, or non-permanent as defined above. The College will adhere to established salary schedules, classification plans, and hiring procedures when appointing grant personnel. Persons employed in grant positions may not receive a salary increase if there are insufficient funds in the grant. Grant-funded positions can be eliminated at any time because the funding is not guaranteed.

## Student Positions

### *Student Assistant*

Eligibility is limited to any student enrolled in six (6) or more credit hours at LSSC in each fall or spring term, or a minimum of three (3) hours during the summer terms. The maximum number of hours a Student Assistant may work in a week is 25, dependent upon available funding. A Student Assistant employee's minimum hourly rate of pay is based on the previous scale.

### *Work-Study Student*

These are students who have been deemed eligible and approved by the Financial Aid office to participate in the LSSC Work-Study Program. All positions in this classification are part-time, and the maximum number of hours a Work-Study Student may work in a week is 25, but may not exceed their Financial Aid award in any given semester. A Work-Study Student employee's minimum hourly rate of pay for the fiscal year 2026-2027 is listed on page 6 of this schedule.

## STAFF POSITION CLASSIFICATION

The LSSC Staff Classification System was developed in alignment with the U.S. Department of Labor, Fair Labor Standards Act (FLSA), Florida Statutes, Florida Administrative Code, and the Florida College System Accounting Manual. Please refer to the salary schedule for compensation.

### **Executive Classification**

- The Executive Classification includes the President, Provost & Executive Vice President, and Senior Vice Presidents. Full-time Executives are responsible for oversight of the College and may receive annual or multi-year contracts. Executive class employees are also members of the State of Florida Defined Senior Management Class.

### **Administrative-General Classification**

- The Administrative Classification includes, but is not limited to, Associate Vice Presidents, Chief Information Officer, Executive Directors, Deans, Directors, and Associate Deans who are responsible for or direct multiple departments within the College, setting goals and the strategic vision.
- Administrative employees establish policies and procedures, exercise discretion, and make independent judgments in decision-making and in evaluating possible courses of action to take.
- Administrative employees may receive a 9-month, 10-month, or 12-month appointment and are considered essential employees.

### **Administrative-Managerial Classification**

- The Managerial Classification includes, but is not limited to: Managers, Assistant Managers, and Assistant Directors who are employed to manage the business operations of the college in the academic, student service, business service, and institutional support and program activities areas.
- Managerial employees accomplish their goals and accountabilities primarily through the management of functional areas of the College by planning, prioritizing, and/or directing the responsibilities of employees.
- Full-time employees in the Managerial classification may receive a 9-month, 10-month, or 12-month appointment and are exempt under the FLSA.

### **Administrative-Student Support Classification**

- The Academic Administrative Classification includes but is not limited to: Advisors, Counselors, Financial Aid Counselors, Educational Program Managers, and Admissions Counselors.
- Employees in the Academic Administrative classification use discretion and independent judgment in performing functions directly related to academic instruction.
- Full-time employees in the Academic Administrative classification may receive a 9-month, 10-month, or 12-month appointment and are exempt under the FLSA.

### **Professional Classification**

- The Professional Classification includes, but is not limited to: Accounting, Public Relations, Advertising, Community Relations, Graphic Arts, and Athletic Coaches and Trainers.
- Learned professional employees use advanced knowledge and training to oversee the design, implementation, and delivery of processes, programs, and policies using specialized knowledge and skills normally acquired through advanced education or specialized training. Creative Professional employees use originality and invention in the areas of writing and graphic arts.
- Full-time employees in the Professional classification may receive a 9-month (167 days), 10-month (197 days) or 12-month (236 days) appointment and are exempt under the FLSA. Full-time Coaches and Athletic Trainers receive a contract for a 197-duty day/10-month appointment.

### **Technical Classification**

- The Technical Classification includes but is not limited to: all Information Technology personnel, eLearning, Technologists, Science Lab Techs, Librarian Techs, Webmasters, and Data Analysts.
- Technical positions are those jobs that maintain the data, systems, and technology infrastructure for the College. Also, employees in this classification are responsible for maintaining and updating social media and classroom technology, as well as complying with state and federal reporting requirements.
- Certain employees in this classification may be non-exempt or may be exempt. If their primary job duties consist of 1) the application of systems analysis techniques and procedures, including consulting with users, to determine hardware, software, or system functional specifications; 2) the design, development, documentation, analysis, creation, testing or modification of computer systems or programs, including prototypes, based on and related to user or system design specifications; 3) the design, documentation, testing, creation or modification of computer programs related to machine operating systems; and 4) a combination of the aforementioned duties, the performance of which requires the same level of skills, then the employee is categorized as exempt.

### **Support Classification**

- The Support Classification includes all Administrative Assistants, Office Specialists, and Office Coordinators.
- Support classification positions are those which provide organizational support or service (administrative or clerical) or roles operating in a "hands-on" environment in support of daily operations. Most time is spent delivering support services or activities, typically under supervision.
- The positions in this category are generally paid on an hourly basis and classified as non-exempt under FLSA as they do not meet the criterion listed above.

### **Crafts Classification**

- The Crafts Classification includes, but is not limited to, all Facilities Technicians, Groundskeepers, Mailroom, and Print Production personnel.
- Craft positions are those that support the infrastructure of the College. Most employees in this classification are considered essential and required to be on call during inclement weather and emergencies.
- Employees in this classification could be supervisory and exempt from overtime, or non-exempt under the rules of the FLSA and eligible for overtime pay over 40 hours.

# PRESIDENT'S REPORT



# VICE PRESIDENT'S REPORTS



**Institutional Advancement Division**  
**Update for the President and District Board of Trustees**  
**June 2026**

**Dr. Laura Byrd, Executive Vice President of Institutional Advancement and Operations**

**Access**

***Institutional Advancement***

- The Fall 2026 scholarship application opened June 1, and will remain open until June 30, for accepted LSSC students with a high school diploma or equivalent and a minimum 2.0 GPA.
- The LSSC Foundation Scholarship Committee is currently seeking faculty, staff, board members, and community members to review 2026–2027 scholarship applications.
- The 27th Annual Professionals Planned Giving Seminar, co-hosted by the LSSC Foundation and AdventHealth Waterman Foundation, will be held August 21, 2026, on the Leesburg Campus. Continuing Education credits for CLER, CFP, CPA, and CTFA are available. Registration is open on the college website.
- The 27th Annual Golf Classic, hosted by the LSSC Foundation and LSSC Athletics, is set for September 11, 2026, at Harbor Hills Country Club, with sponsorship and volunteer opportunities available.
- The Monster Dash 5K/10K is October 31, 2026, at the Leesburg Campus. Registration and sponsorship opportunities are now open.

**Student Learning & Success**

***Institutional Advancement***

- The Foundation is recruiting 2026–2027 Student Ambassadors through the fall scholarship application, open June 1. Please encourage students to apply.
- The Foundation will have an opening for a Student Assistant beginning in July. The application can be found on the college website.

**Workforce Development**

***Institutional Advancement***

- A grant for supporting effective educator development was submitted for \$1.2 million.
- A grant submission was made to Trio for \$1.5 million.
- A grant was submitted to Kubota for \$50,000 to help support the College's challenge course and Kid's College Scholarships.
- A grant to support fresh food for the pantry was submitted to Florida Blue for \$5,000.
- The UF Health building project, supported by the LINE grant for equipment in the nursing simulation lab, is expected to be in use by January 2027.

**Learning & Work Environment**

***Human Resources***

- Human Resources launched the Leadership Foundations and the Emerging Leaders cohorts, receiving 65 applications; both to begin in August.
- HR deployed the PERFORM evaluation tool for all staff. Evaluations will be completed June 30, 2026.

**GIFTS AND CONTRIBUTIONS RECEIVED**  
**RECEIVED May 1, 2026 – May 31, 2026**                      \$584,489.23

**Academic Affairs Division**  
**Update for the President and District Board of Trustees**  
**June 2026**  
**Ms. Karen Hogans, Vice President of Academic Affairs**

**Access**

- The fall 2026 application period remains open for AS Nursing, MLT, and Respiratory Care. With an increased interest in all health professions programs, there will likely be a waiting list for ASN in Fall 2026. The College learned many lessons along the way regarding the need for appropriate infrastructure, and at this time, while the program would like to accept more than 90 students, at this time the College do not have the infrastructure in place to ensure equity in opportunities across all cohorts on both campuses.

**Student Learning & Success**

- Celebrated 82 new nursing graduates at the LSSC Nurse pinning ceremony on May 5, 2026.
- Participated in commencement ceremonies across both campuses to celebrate student achievements: 82 ASN graduates and 8 Respiratory Care graduates. The RC graduates participated in commencement; however, will complete their course work in August 2026.

**Workforce Development**

- The Physical Therapist Assistant (PTA) program is preparing to submit a self-study report in November 2027, a CAPTE accreditation site visit in January 2028, with an anticipated inaugural cohort in Fall 2028.
- The RN to BSN program continues to grow, and is currently preparing to offer a new elective course to our curriculum: Pharmacology! This is a course that many students have voiced interest in, and some students have taken it at our sister institutions. Beginning in Fall 2026, LSSC will be offering it right here at LSSC. Thank you, to Mrs. Kailey Ross, nursing instructor, for identifying this need and creating this desired course (as her LSSC faculty project) to allow students to continue their coursework here at LSSC.

**Learning & Work Environment**

- Several Academic Affairs administrators attended the June 3-5, 2026, Joint Councils Convening in Port Charlotte. The convening brings leaders from all Florida College Systems institutions together to network, discuss current topics related to academia, engage in discourse regarding legislative changes, and hear an update directly from state leaders.
- Faculty and staff attended the NISOD (National Institute for Staff and Organizational Development) conference this month. NISOD is a Texas-based organization dedicated to promoting and celebrating excellence in teaching, learning, and leadership at community and technical colleges.
- Adrienne Kowalski has been promoted to the Respiratory Care Program Director position.

## **Enrollment & Student Affairs Division Update for the President and District Board of Trustees June 2026**

### **Dr. Joseph Mews, Vice President of Enrollment & Student Affairs**

#### **Enrollment Summary:**

The Summer 2026 semester began on May 11. As of June 7, summer enrollment stands at 4,517 headcount, up 19.7% (+743) compared to this time last year. Fall 2026 courses begin August 17, and enrollment is up to 3,526 headcount, ahead of last year by 10.8% (+343). Admission application windows are still open for B-session summer terms and all fall terms.

#### **Access**

##### ***New Student Recruitment & Enrollment:***

- Fall applications for admission are ahead of last year by 5.9% (+190). Limited-access Health Professions Programs application window closed on June 1 for Fall 2026 cohorts. Finished with 301 applicants for the AS Nursing program, 40 for Medical Lab Tech, and 34 for Respiratory Care.
- The new agentic AI chatbot, Sunny, handled 1,569 student interactions during the first month.
- The Recruitment and Enrollment Department has launched SAAT information sessions to support and inform prospective and current students about next steps and program opportunities.

##### ***Financial Aid:***

- Presented over 100 scholarships to graduating seniors to attend LSSC, totaling \$184,436.
- Completed the first disbursement of aid for the summer, totaling over 2.5 million in federal aid.
- Implemented a process to flag fraudulent students based on FAFSA data and other variables.
- Pamela Gordon received the Ollicia Anderson award from the Florida Association of Student Financial Aid Administrators. The award is given to aid administrators who have been in the career for less than 3 years and show great potential for the profession.

#### **Student Learning & Success**

##### ***Advising, Retention, & Graduation:***

- Spring 2026 degree conferrals will be finalized during the week of June 8. Diplomas will begin going out to graduates the following week, through the end of June.
- Advising hosted a Registration Rally on May 5 to support students with summer enrollment. On May 28, they conducted a Virtual Graduation Check event, assisting prospective graduates with degree completion reviews and connecting them with Career Services.

##### ***Athletics:***

- The final competitions finished in May. 11 of 12 teams qualified for NJCAA All-Academic honors. 12 student-athletes earned First Team NJCAA All-Academic honors with a 4.0 GPA; 10 earned Second Team honors with a GPA of 3.80-3.99; and 22 earned Third Team honors with a GPA of 3.60-3.79. 33 student-athletes earned FCSAA All-Academic honors with a GPA of 3.30-3.59. 94 student-athletes with a 3.0+ GPA (69% of total student-athletes).
- Three teams competed for a Regional Championship (Volleyball, Beach Volleyball, Baseball). 15 individual student-athletes competed at the NJCAA Nationals (13 Track & Field, 2 Golf). Beach Volleyball and Cross Country teams competed at their NJCAA National events.
- Seven student-athletes earned NJCAA All-American honors.

##### ***Student & Career Engagement:***

- Over 600 employers have been transferred into Handshake, and full integration is expected by July 6. This will serve as the primary platform for students seeking employment and internships.
- First Destination surveys launched to begin tracking employment patterns of spring graduates. Follow-up outreach (messaging and calls) will continue throughout the summer and fall.

##### ***Student Support & Wellbeing:***

- Plans for launching a second location of Lakehawks' Harvest Food Pantry on the South Lake Campus are underway with furniture delivered and assembled, fridge and freezer orders in progress, and branded door and directional signage being installed with an anticipated a fall opening.

**Facilities Planning and Operations Division**  
**Update for the President and District Board of Trustees**  
**June 2026**

**Thom Kieft, Vice President of Facilities Planning and Operations**

**Learning & Work Environment**

LSSC hired Travis Davies as the Executive Director of Facilities Management.

***Leesburg Campus***

- Acquired new radios for security officers, facilities technicians, and college leadership.
- Repairing pitch pans on the Science-Math roof caused by storm damage and created some leaks.
- Jetted out pipes in Science-Math and Health Sciences Center as well as added exterior clean-outs to prepare for fall semester
- Refurbished the tile floors in the Student Center restrooms and replaced the ceiling grid in the hallway.
- Ductwork cleaning in Williams-Johnson Building took place May 15-16.
- Replaced broken and shifted misaligned windows in the Facilities Building.

***UF Health Central Florida – Leesburg***

- LSSC and UF Health are partnering to create a Nursing Simulation Center on the UF Health Leesburg Campus. MOU and licensee agreements are being drafted for the project.
- The \$1.25M equipment list has been submitted to the state for approval as this project was awarded a matching LINE grant from the state. UF Health donated \$1.25M that will be used for building renovations.
- Construction should begin soon with opening for student use in January.

***South Lake Campus***

- Bearings on one of the Science-Health chiller pumps are being replaced.
- Chiller pipe insulation in Bldg. 2 and Cooper Memorial Library mechanical rooms is being upgraded.
- Furniture and new signage for the South Lake Campus Food Pantry has been installed. This location will open in August.
- Painting of classrooms and hallways in Bldg. 2 is being completed prior to Kids College commencing.
- Ductwork cleaning in Bldg. 1 was completed on June 5.

***Sumter Center***

- Replaced lightbulbs around campus.
- Worked through AC issues related to a power surge in Bldg. 1.

**Financial Services Division**  
**Update for the President and District Board of Trustees**  
**June 2026**

**Michelle Matis, Vice President of Finance and Chief Financial Officer**

**Learning and Work Environment:**

- Financial Services Leadership is preparing for fiscal year end and finalizing goals and priorities for FY27.
- CFO and Controller attended COBA Spring Conference. Controller will continue to serve on the Accounting sub-committee next year. CFO is serving on the COBA Steering Committee.
- Student Accounts is monitoring 213 students from Fall 2025 with unpaid balances totaling \$288,500. For Spring, 311 students are being monitored for unpaid balances totaling \$372,000.
- Student Accounts is working closely with Financial Aid, Enrollment Services, and Information Technology to monitor and catch fraudulent activity.
- Procurement released RFQu 26-04 Workforce Development Center Design-Build.

**Student Learning and Success:**

- Campus stores sales for the academic year \$68,336. August 2027 will mark one-year having both campus stores opened.

## **Technology Innovation Division**

### **Update for the President and District Board of Trustees**

#### **June 2026**

**Nick Kemp, Vice President of Technology Innovation and Chief Information Officer**

#### **Learning and Work Environment**

- Launched a Respiratory Care outcomes-alignment pilot that mapped all program courses into Heliocampus and readied five Summer courses for assignment linking, cutting accreditation documentation effort by an estimated 20–30% per cycle while generating richer program-level student success data.
- The IE team participated in the Spring 2026 MISATFOR meeting in order to stay current on Florida College System data-submission requirements, ensuring the application of new procedures, forms, and legislative changes correctly and reduce rework and correction cycles in state and federal reporting.
- Blocked over 72,000 phishing and attack attempts in May and 442,000 year-to-date—about one every 29.5 seconds—through 24/7 monitoring that prevents disruptions, reduces credential-theft risk, and, with rising user reports of suspicious emails, strengthens the College’s cybersecurity culture and overall risk posture.
- Ongoing monitoring of newly installed classroom technology has resulted in very few support calls and smooth summer-term use, reducing downtime and tech-related class disruptions while allowing IT staff to redirect hours from troubleshooting to higher-value projects.
- Additional Science/Math labs are being upgraded to the new classroom technology, with all rooms on track for completion before the fall semester, expanding standardization, reducing future support needs, and improving instructional readiness across the building.
- Addressed critical performance issues in Ellucian Workflow by partnering with the vendor on a comprehensive upgrade, resulting in faster, more stable processing across onboarding, records, enrollment, finance, and financial aid, reducing delays and user-reported issues while improving operational efficiency and satisfaction.
- Implemented automated financial-data checks and cross-application analytics to flag high-risk applications (shared cards, routing numbers, addresses, phones, IPs), automatically route them for identity verification, and block unauthorized enrollments, significantly strengthening the integrity of the admissions pipeline while enabling staff to handle higher volumes without added headcount.
- Completed the Kids’ College migration from legacy Access databases to a centralized Argos dashboard, eliminating unsupported systems and cutting manual reporting time so staff can redirect dozens of hours each term to revenue-generating program delivery and student engagement.
- Fully transitioned applicable systems from Azure-based backups to Rubrik, with successful restoration tests confirming stable performance and reliable recovery, reducing backup complexity and improving resilience.
- Completed telecom closet refurbishments in both the Student Center and Gym, improving organization, manageability, and overall presentation of critical network infrastructure to support more reliable operations and faster troubleshooting.
- Launched the copier/print modernization by starting pre-installation work with Sissines and deploying a new printer spooler server in Leesburg to support a smooth rollout, while implementing PaperCut MF 25 with enhanced scanning and workflow capabilities that will be turned on selectively as high-value use cases are identified.

# **BOARD ATTORNEY'S REPORT**





June 8, 2026

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

Re: Board Attorney Report for June 17, 2026

Dear Trustees:

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

Brittany Whittemore as parent and natural guardian of L M, a minor v. PFXA Inc. and Independent Sports Association LLC ISA, Lake County Case No. 35-2024-CA-001404. This case was filed in July of 2024 against PFXA Inc. and Independent Sports Association LLC ISA. The complaint alleges Negligence against PFXA, Inc. for negligently designing, placing, and maintain the practice pitch area without adequate protective measures and alleges as a result L.M. was struck by a wild-practice pitch while walking to a designated spectator area causing L.M. to suffer injuries and damages. Attorney Rick Mitchell of GrayRobinson, P.A. is assigned to defend the College. Discovery is ongoing. On February 20, 2026 Plaintiff filed its Fourth Amended Complaint. The College filed a responsive pleading on March 27, 2026. Mediation was held June 5, 2026 with mediator Marcia Davis, Esq. The case has been resolved by all parties. After Court approval the Plaintiff will file a voluntary dismissal with prejudice of the case. This item will be removed from future reports. Once the dismissal has been filed I will notify the Board.

Kelly McLean v. Lake Sumter State College Foundation, Inc., Board of Trustees, a/k/a Lake-Sumter College. Lake County Case No. 2024-CA-002270. A former employee filed an action under the Florida Civil Rights Act for claims of discrimination based on her disability and retaliation claims of Family Medical Leave Act interference and retaliation. The Consortium assigned attorneys Mark E. Levitt and Howard M. Waldman to represent the College. Discovery must be completed on, or before September 30, 2026 and any motions for pre-trial rulings must be heard prior to December 18, 2026. The College is seeking copies of the plaintiff's medical records from her healthcare providers. Plaintiff has now consented to the release of medical records to the College. Discovery is ongoing.

Shelia Williams v. Lake Sumter State College, Lake County Case No. 35-2025-CA-001358-A. A former employee filed a complaint alleging disability discrimination and failure to accommodate, both under the Florida Civil Rights Act of 1992. The Court entered an

Amended Case Management Order on February 3, 2026. Discovery must be complete no later than September 11, 2026, mediation must be held no later than October 23, 2026, dispositive motions must be filed no later than December 7, 2026 and the project trial term remains set for March 2027 or soon thereafter. On April 28, 2026 the College served a subpoena seeking Plaintiff's medical records. The Subpoena was served on May 20, 2026. The College took Plaintiff's deposition on May 28, 2026. Mediation is being coordinated by the parties for October.

Gino Santos, EEOC No. 15D-2026-00538; FCHR No. 2026117988. A former employee of the College filed a complaint of discrimination with the Florida Commission on Human Relations (Commission) alleging the College discriminated against him on the basis of race, sex, national origin, age, and retaliation in violation of the Florida Civil Rights Act of 1992. Attorney Brian Koji defended the College in this matter. After investigation the Commission the Commission's Office of General Counsel reviewed all available evidence and the Investigative Memorandum , and recommended that it is unlikely that unlawful discrimination occurred. Therefore, the Executive Director of the Commission determined No Reasonable Cause. This item will be removed from future reports.

Rebecca Nathanson. Former employee Nathanson hired counsel to represent her in regard to her claims of "age discrimination, failure to promote, wrongful termination of employment, disability discrimination, FMLA interference, intentional infliction of emotional distress and negligent infliction of emotional distress." Her attorneys see disclosure of College insurance policies pursuant to s. 627.4137, Florida Statutes, and preservation of documents related to her employment with the College. Attorney Brian Koji is defending the College in this matter.

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: John Temple, President



# **BOARD COMMITTEE REPORTS**



## **Board Committee Reports**

## **Agenda Item: 0626-15**

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- I. Executive Committee – Mr. Bret Jones**
- II. Facilities Committee – Mr. Steve Munz**
- III. Finance Committee – Mr. Tim Morris**
- IV. Private-Public Partnerships Committee – Mr. Bret Jones**
- V. Strategic Planning Committee – Mr. David Hidalgo**
- VI. Student Engagement Committee – Ms. Ivy Parks**
- VII. The LSSC Foundation, Inc. Liaison – Ms. Samantha Scott**

## FY27 Proposed Operating Budget

## Agenda Item: 0626-16

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### **Background/References**

Pursuant to state Rule 6A-14.0716, the College must prepare and submit a budget for the Current Unrestricted Fund to the Chancellor of the Florida College System as designee of the Commissioner of Education. In accordance with Florida Statutes 1011.30, the operating budget must be approved by the College's District Board of Trustees prior to submission to the Department of Education.

The deadline to submit the proposed budgets to the Department of Education is June 30, 2026.

### **Description**

FY 2027 Proposed Operating Budget (Fund 1) is presented to the Board for review and approval.

### **Recommendation**

Motion to approve the FY27 Proposed Operating Budget as written.

Lake-Sumter State College FY 2027 Current Unrestricted Fund 1 - Operating Budget

Description	FY 2026-27 Proposed Budget	FY 2025-26 Budget	FY 2025-26 Projected
<b>REVENUES</b>			
<i>Student Tuition and Fees</i>			
Fall			
Tuition	4,794,067	4,843,912	4,482,883
Technology Fees	237,736	196,556	224,152
Distance Learning Fees	492,306	392,336	451,635
Dual Enrollment	635,000	391,287	557,485
HSCA	702,000	658,000	618,050
Lab Fees	479,420	100,000	243,236
Spring			
Tuition	4,556,244	4,410,782	4,302,929
Technology Fees	226,939	184,622	215,191
Distance Learning Fees	463,943	374,469	435,120
Dual Enrollment	635,000	564,200	635,881
HSCA	650,000	587,500	571,050
Lab Fees	494,470	198,500	303,811
Summer			
Tuition	2,433,330	2,005,155	2,006,909
Technology Fees	144,942	89,263	101,285
Distance Learning Fees	240,000	235,851	288,702
Dual Enrollment	-	-	-
Lab Fees	17,380	40,300	43,281
Youth Development	143,750	110,000	157,470
Cont. Ed	1,075,745	1,054,150	900,360
Miscellaneous Fees	212,200	338,167	319,129
<b>Total Student Tuition and Fees</b>	<b>18,634,471</b>	<b>16,775,050</b>	<b>16,858,559</b>
General Revenue Operational Support	22,308,723	21,135,196	21,819,237
General Revenue Nursing Support	1,092,283	1,004,755	1,004,755
General Rev. Student Success Incentive Initiative	543,483	404,104	530,108
State Dual Enrollment Scholarship Program	366,000	387,083	316,986
Educational Enhancement Support	3,006,439	3,055,669	3,006,439
<b>Total State Appropriations</b>	<b>27,316,928</b>	<b>25,986,807</b>	<b>26,677,525</b>
Indirect Cost Recovery	75,000	75,000	25,000
Other Contracts	726,476	709,248	690,756
Miscellaneous Revenue	55,500	124,350	88,717
Foundation Support	0	75,000	65,683
<b>Total Grants, Contracts, and Other Support</b>	<b>856,976</b>	<b>983,598</b>	<b>870,156</b>
<b>TOTAL REVENUES</b>	<b>46,808,375</b>	<b>43,745,455</b>	<b>44,406,240</b>
Transfer from Auxiliary Fund	558,500	255,000	233,000
Transfer from Student Activity Fees	374,181	167,000	167,000
<b>Total Transfers In</b>	<b>932,681</b>	<b>422,000</b>	<b>400,000</b>
<b>TOTAL REVENUES AND TRANSFERS IN</b>	<b>47,741,056</b>	<b>44,167,455</b>	<b>44,806,240</b>
<b>EXPENDITURES</b>			
Salaries and Wages	25,332,837	23,842,852	23,458,138
Benefits	9,884,192	8,445,398	8,855,248
<b>Total Personnel Expenses</b>	<b>35,217,029</b>	<b>32,288,250</b>	<b>32,313,386</b>
<b>Operating Expenses</b>			
Utilities	1,405,738	1,510,340	1,328,156
Custodial & Grounds Contract	1,355,000	1,400,000	1,346,649
Security Contract	650,000	670,000	613,700
Insurance	777,581	785,925	781,697
Telecommunications	288,117	275,000	289,815
Copier Rental	76,500	64,400	80,977
Major Software maintenance	2,097,390	2,073,930	2,096,116
Legal Fees	95,000	100,000	90,100
Travel	291,925	359,200	284,822
Base Budget-Other	5,025,687	4,628,817	4,351,859

Lake-Sumter State College FY 2027 Current Unrestricted Fund 1 - Operating Budget

	Description	FY 2026-27 Proposed Budget	FY 2025-26 Budget	FY 2025-26 Projected
61	Contingency	450,000	-	-
62	<b>TOTAL EXPENDITURES</b>	<b>47,729,967</b>	<b>44,155,862</b>	<b>43,577,277</b>
63				
64	<i>Transfer to Other Funds</i>	-	-	-
65				
66	<b>INCREASE (DECREASE) TO FUND BALANCE</b>	<b>11,090</b>	<b>11,593</b>	<b>1,228,963</b>

	<b>FY 26 Beginning Fund Balance</b>	<b>1,660,024</b>
	<b>Transfer Out</b>	<b>-</b>
	<b>Total Reserve &amp; Unallocated Ending Fund Balance</b>	<b>2,888,987</b>
	<b>Less Board Designated</b>	<b>(500,000)</b>
	<b>Total Funds Available (Total Revenue + Reserve - Board Designated)</b>	<b>47,195,227</b>
	<b>Fund Balance as % of Total Funds Available</b>	<b>6.12%</b>

	FY27 Estimates	
	Beginning Fund Balance	2,888,987
	Transfer Out	0
	Unused Contingency	450,000
	Total Reserve & Unallocated Ending Fund Balance	3,350,076
	Less Board Designated	(500,000)
	Total Funds Available (Total Revenue + Reserve - Board Designated)	50,591,133
	Fund Balance as % of Total Funds Available	6.62%
	Transfer In Needed for 7%	191,303

## **Background/References**

Pursuant to state Rule 6A-14.0716, the Board shall adopt a capital outlay budget for the capital needs of the College for the fiscal year. The budget shall designate the proposed capital outlay expenditures by project for the year from all funding sources and must be a part of the official budget submitted by the College. The District Board of Trustees approves the Capital Project budget each year which then is used to submit the Capital Improvement Plan to the Florida College System by July 1. Florida Statutes 1013.61 states that each board shall approve a capital outlay budget for the ensuing year.

## **Summary**

A spending plan is submitted to the Board for 2026-2027, FY27, Fund 7 Plant Fund (Capital) Budget. The spending plan includes investments in facility projects, renovations, and technology.

The Board Facilities Committee has recommended that the top two Project Priorities for state funding in FY28 are the new construction of a Health and Innovation Center on the South Lake Campus and the Remodeling of the Leesburg Campus Library. LSSC will be asking for \$9 million for the South Lake Campus Health Professions Center in order to get the remaining matching funds from the Live Well Foundation of South Lake. LSSC will be requesting \$3 million for the Leesburg Campus Library renovations.

## **Recommendation**

Motion to approve the FY27 Proposed Plant Fund (Capital) & Improvement Plan as written.

**Lake-Sumter State College  
Plant Fund (Capital) - Fund 7  
FY 2026-27 Spending Plan**

	<b>FY 2026-27</b>
Projected FY26 Before Transfers (includes WF Center Approp.)	17,091,000
Projected FY27 Revenues:	
FY27 Fee Revenue (Local)	2,100,000
FY27 State Appropriation for HVAC updates	430,000
FY27 Freeze Damage Insurance Refund	101,250
FY27 Transfer from Fund 3 Auxilliary	185,000
Fund balance set-aside for Workforce Development Center	(16,751,000)
<b>Available Funding</b>	<b>3,156,250</b>
Proposed FY27 Projects (see attached list)	3,006,000
Lapse for Project Delays	(200,000)
<b>Projected FY 2026-27 Ending Fund Balance</b>	<b>350,250</b>

Fiscal Year 2026-2027 - Fund 7 Capital Improvement Spending Plan					
CIP#	Description	Fund Source	26-27 Budget	27-28 Budget	28-29 Budget
23-30	Eustis CDL Pad and Bldg.	Grant/Local	\$ 5,750,000.00		
24-01	Leesburg Campus Workforce Development Center	St Approp/Local	\$ 16,751,000.00		
27-01	ADA Braille Room Signage	Local	\$ 12,000.00	\$ 10,000.00	
27-02	Building Envelope	Local	\$ 30,000.00	\$ 45,000.00	\$ 45,000.00
27-03	College Vehicles	Local	\$ 125,000.00	\$ 50,000.00	\$ 50,000.00
27-04	Furniture and Equipment	Local	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00
27-05	HVAC Controls	Local	\$ 100,000.00	\$ 60,000.00	\$ 60,000.00
27-06	HVAC projects (exhaust fans, air handler units, coil overhaul, etc.)	Local	\$ 300,000.00	\$ 300,000.00	\$ 300,000.00
27-07	Irrigation Improvements	Local	\$ 15,000.00	\$ 20,000.00	\$ 20,000.00
27-08	Leesburg Campus - WJ Office renovations	Local	\$ 30,000.00		
27-09	Flooring	Local	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00
27-10	Team Challenge Course	Local	\$ 20,000.00		
27-11	Athletic Complex Upgrades	Local	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
27-12	Fire Safety Upgrades	Local	\$ 60,000.00		
27-13	Painting Projects	Local	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
27-14	Parking Lot Repairs and Sealing/Striping	Local	\$ 150,000.00	\$ 200,000.00	\$ 200,000.00
27-15	Restroom Refresh	Local	\$ 50,000.00	\$ 55,000.00	\$ 55,000.00
27-16	Roof Maintenance and Repairs	Local	\$ 25,000.00	\$ 250,000.00	\$ 25,000.00
27-17	Safety Upgrades	Security Fee	\$ 250,000.00	\$ 100,000.00	\$ 100,000.00
27-18	Signage	Local	\$ 60,000.00	\$ 20,000.00	\$ 20,000.00

Fiscal Year 2026-2027 - Fund 7 Capital Improvement Spending Plan					
CIP#	Description	Fund Source	26-27 Budget	27-28 Budget	28-29 Budget
27-19	South Lake Campus Building 2, 1st floor Remodel	New Capital Improv Fee	\$ 100,000.00	\$ 4,000,000.00	
27-20	Chiller Pipe Insulation	Local	\$ 60,000.00	\$ 20,000.00	\$ 20,000.00
27-21	Leesburg Campus Heath Science Center 109 Simulation Lab Learning Space	Local	\$ 45,000.00		
27-22	South Lake Campus Building 2 Restrooms Sink Counter Repairs	Local	\$ 10,000.00		
27-23	Fume Hood Repairs	Local	\$ 50,000.00	\$ 50,000.00	
27-24	Leesburg Campus Gym Flooring Refurbishment	Local	\$ 40,000.00		
27-25	Elevator Maintenance and Repairs	Local	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00
	Salaries		\$ 134,000.00		
	Tech Plan and Refresh		\$ 1,000,000.00		

\$ 25,507,000.00

Eustis Grants \$ (5,750,000.00)

WF Development Center \$ (16,751,000.00)

\$ 3,006,000.00

## **Background/References**

In accordance with statutory requirements from Sections (ss.) 1007.25 and 1007.55, Florida Statutes (F.S.), all public postsecondary institutions must annually review their general education course offerings to ensure compliance with the content, principles and standards required for general education courses in the state of Florida. Guidance regarding implementation of the statutes is provided in Florida Administrative Rule 6A-14.0303 General Education Core Course Options. Upon completion of their reviews, each institution's Board of Trustees must approve their institution's general education course list. Those lists along with the certification form signed by the college President and Board Chair must then be submitted to the Articulation Coordinating Committee by September 1.

## **Summary**

LSSC faculty and staff have reviewed the General Education course offerings for academic year 2025-26 as required by Florida Statute and made a recommendation as described in the attached summary for academic year 2027-28. The state core general education courses match those required in Florida Administrative Rule 6A-14.0303 General Education Core Course Options. The 2027-28 general education courses have been provided to the Trustees by email.

## **Recommendation**

Motion to approve LSSC's recommended 2027-28 General Education course offerings as listed in compliance with Sections (ss.) 1007.25 and 1007.55, Florida Statutes (F.S.), as written.

# Lake Technical College Facility Use of the South Lake Campus Extension Agreement

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**Agenda Item: 0626-19**

## **Background/References**

Per Florida Statute 1001.64 states that Florida College System Board of Trustees may purchase, acquire, receive, hold, own, manage, lease, sell, dispose of, and convey title to real property, in the best interests of the Florida College System institution.

## **Description**

Lake Technical College has utilized classroom and lab space on LSSC's South Lake Campus for about seven years to offer their Licensed Practical Nursing, ESOL/GED, and Paramedic programs to residents of south Lake County. Currently, Lake Technical College only offers the Licensed Practical Nursing program on the LSSC South Lake Campus largely due to limited space for Lake Tech's other programs. The previous Facilities Use Agreement between LSSC and Lake Tech College will end on June 30, 2026. This Extension prolongs the previous Agreement for the use of facilities on LSSC's South Lake Campus to June 30, 2027.

All prior terms and conditions contained in the Agreement of July 1, 2021 shall remain in full force and effect.

## **Recommendation**

Motion to approve the Lake Technical College Facility Use of the LSSC South Lake Campus Extension Agreement as written.

**EXTENSION OF AGREEMENT BETWEEN THE DISTRICT  
BOARD OF TRUSTEES OF LAKE-SUMTER STATE COLLEGE AND  
LAKE TECHNICAL COLLEGE RELATING TO THE USE  
OF SOUTH LAKE FACILITIES**

This Extension of the Agreement (“Extension”) made and entered into by and between **The District Board of Trustees of Lake-Sumter State College**, a political subdivision of the State of Florida (LSSC), and **Lake Technical College** (“LTC”). Collectively, LSSC and LTC may be referred to as the “PARTIES.”

**RECITALS**

**Whereas**, the PARTIES entered into an agreement on July 1, 2021 that allowed LTC that permitted them to offer technical and adult education programs on the campus of LSSC; and

**Whereas**, the Agreement was extended pursuant to that Extension of Agreement between the District Board of Trustees of Lake-Sumter State College and Lake Technical College Relating to the Use of South Lake Facilities; and

**Whereas**, that extension of the Agreement expired on June 30, 2026; and

**Whereas**, the PARTIES desire to extend that Agreement from July 1, 2026 through June 30, 2027 to allow LTC to continue using the classrooms for the purposes authorized in the Agreement.

**NOW THEREFORE, IN CONSIDERATION** of mutual covenants set forth in the prior Agreement and, contained in this Extension of that Agreement, and for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the PARTIES agree as follows:

1. **RECITALS.** The Recitals set forth above are true and correct, form a material part of this Extension and are incorporated herein by reference.
2. **TERM OF EXTENSION TO THE AGREEMENT.** This Extension, upon full execution of the PARTIES, shall be deemed to have taken effect on July 1, 2026 and extend through June 30, 2027.
3. **PRIOR TERMS.** All prior terms and conditions contained in the Agreement of July 1, 2021 shall remain in full force and effect through June 30, 2027, and it is further agreed that the terms and conditions of that original Agreement have been continuously in effect since July 1, 2021.

4. **RENT.** LSSC agrees to waive its right to collect rent during the term of this Agreement.

**IN WITNESS WHEREOF**, the PARTIES have caused this Extension to be executed by their duly authorized representatives on the date last written below.

**ON BEHALF OF THE DISTRICT BOARD OF TRUSTEES OF LAKE-SUMTER STATE COLLEGE**

\_\_\_\_\_  
**Mr. John Temple, President**

**Date:** \_\_\_\_\_

**LAKE TECHNICAL COLLEGE**

\_\_\_\_\_  
**Ms. DeAnna D. Thomas, Exec Dir**

**Date:** \_\_\_\_\_

**APPROVED AS TO FORM AND LEGALITY**

\_\_\_\_\_  
**LEGAL COUNSEL**

**Date:** \_\_\_\_\_

## **Legends Way Softball Complex Management Services**

**Agenda Item: 0626-20**

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### **Background/References**

LSSC, Lake County, and (Orlando Health) South Lake Hospital entered into an Interlocal Agreement in October of 2007 whereby parties entered into a 25-year agreement to fund and develop the softball complex on the LSSC property on the South Lake Campus.

According to Florida Statutes 1001.64 (5); Each board of trustees shall have responsibility for the use, maintenance, protection, and control of Florida College System institution owned or Florida College System institution controlled buildings and grounds, property and equipment, name, trademarks and other proprietary marks, and the financial and other resources of the Florida College System institution. Such authority may include placing restrictions on activities and on access to facilities, firearms, food, tobacco, alcoholic beverages, distribution of printed materials, commercial solicitation, animals, and sound.

### **Summary**

If the 2007 Interlocal Agreement is terminated, then it terminates multiple agreements where PFXA, Inc. is a party, including the management and maintenance of the complex it has with SLH. LSSC would then have the ability to directly contract with a sports facility vendor to operate and maintain the complex if it chooses.

### **Recommendation**

It is recommended that the District Board of Trustees take action on this item.

## 2025-26 Board Attorney's Evaluation

## Agenda Item: 0626-21

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### **Background/References**

The LSSC Board of Trustees has retained legal counsel of Anita Geraci-Carver, Attorney at Law, through June 30, 2025. On an annual basis, the Board may administer an evaluation to determine their overall satisfaction with the legal services that have been provided. If the results are "outstanding performance" or "performance unacceptable", the Board may choose to terminate their agreement.

### **Description**

The District Board of Trustees completed the board attorney evaluation for 2025-26 and have submitted their results for review and approval and were emailed previously.

### **Recommendation**

Motion to approve the 2025-26 Board Attorney evaluation as written.

## 2025-26 District Board of Trustees Self-Evaluation

## Agenda Item: 0626-22

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### **Background/References**

In compliance with the College's accrediting body Standards Section 4.2.g with Southern Association of Colleges and Schools Commission on Colleges, on an annual basis the District Board of Trustees take part in a self-evaluation to determine their overall satisfaction with how well the board manages and oversees their responsibilities.

### **Description**

The District Board of Trustees completed the evaluations for 2025-26 and have submitted their results for review and approval and were emailed previously.

### **Recommendation**

Motion to approve the 2025-26 District Board of Trustees self-evaluation as written.

## 2025-26 President's Evaluation

## Agenda Item: 0626-23

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### **Background/References**

Per Florida Statute 1001.64 (19), The District Board of Trustees shall conduct annual evaluations of the president in accordance with rules of the State Board of Education and submit such evaluations to the State Board of Education for review. The evaluation must address the achievement of the performance goals established by the accountability process implemented pursuant to s. 1008.45 and the performance of the president in achieving the annual and long-term goals and objectives established in the Florida College System institution's employment accountability program implemented pursuant to s. 1012.86.

### **Description**

The District Board of Trustees completed the president's evaluation for 2025-26 and have submitted their results for review and approval and were emailed previously.

### **Recommendation**

Motion to approve the 2025-26 President's evaluation as written.

# Special August Board Meeting

# Agenda Item: 0626-24

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## Background/References

Per Florida Statute 1001.61 and Board Rule 1.02, special meetings may be called for items needing action for items of an emergency nature and shall be held at the Leesburg Campus Board Room, unless the District Board of Trustees designates another location.

## Description

A special meeting is needed on Friday, August 7, 2026 for the District Board of Trustees to make a decision for the award of the two-step process for the RFQu 26-04 Workforce Development Center Design-Build firm. The internal scoring committee will present their recommendation at the special meeting after undergoing the two step RFQu+RFP process which includes an initial guaranteed maximum price (IGMP).

## Recommendation

It is recommended that the District Board of Trustees take action on this item.

# Lake-Sumter State College DISTRICT BOARD OF TRUSTEES

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Mr. Bret Jones, Chair

Mr. Roger Croft

Ms. Anita Geraci-Carver, Board Attorney

Mr. David Hidalgo

Mr. Timothy Morris, Vice Chair

Mr. Steven Munz

Ms. Ivy Parks

Ms. Samantha Scott

Mr. John Temple, LSSC President

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throughout our community