

Lake-Sumter State College

# DISTRICT BOARD OF TRUSTEES

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Board Meeting Packet  
January 28, 2026



## **CALENDAR NOTES:**

<b>District Board of Trustees Meeting</b>	<b>Wednesday, January 28, 2026 5:00 pm</b>	<b>South Lake Campus</b>
<b>FEBRUARY</b>		
<i>LSSC Day of Service</i>	<i>Friday, February 6, 2026</i>	<i>Lake &amp; Sumter Counties</i>
Executive Committee	Tuesday, February 4, 2025 9:00 am	Clermont
Public-Private Partnership Committee	Tuesday, February 4, 2025 10:00 am	Clermont
Facilities Committee	Wednesday, February 11, 2026 3:30 pm	TBD
Finance Committee	Thursday, February 12, 2026 3:00 pm	TBD
Strategic Planning Committee	Monday, February 16, 2026 5:00 pm	TBD
Student Engagement Committee	Monday, February 16, 2026 5:30 pm	TBD
<b>District Board of Trustees Meeting</b>	<b>Wednesday, February 18, 2026 5:00 pm</b>	<b>Sumter Center</b>
<i>LSSC Foundation, Inc. Scholarship Dinner</i>	<i>Tuesday, February 24, 2026</i>	<i>Leesburg Campus</i>
<b>MARCH</b>		
<i>LSSC Foundation, Inc. Shamrock Shuffle</i>	<i>Saturday, March 7, 2025</i>	<i>South Lake Campus</i>
Executive Committee	Tuesday, March 10, 2025 9:00 am	Clermont
Public-Private Partnership Committee	Tuesday, March 10, 2025 10:00 am	Clermont
Facilities Committee	Wednesday, March 11, 2026 3:30 pm	TBD
Student Engagement Committee	<i>To be scheduled</i>	
Finance Committee	Thursday, March 12, 2026 3:00 pm	TBD
Strategic Planning Committee	Monday, March 16, 2026 5:00 pm	TBD - <i>will be moved due to spring break</i>
<b>District Board of Trustees Meeting</b>	<b>Wednesday, March 25, 2026 5:00 pm</b>	<b>Leesburg Campus</b>
College Closed March 16 - 20, 2026 Spring Break		
<b>APRIL</b>		
Executive Committee	<i>To be scheduled</i>	
Public-Private Partnership Committee	<i>To be scheduled</i>	

Facilities Committee	Wednesday, April 8, 2026 3:30 pm	TBD
Finance Committee	Thursday, April 9, 2026 3:00 pm	TBD
<i>LSSC Foundation, Inc. Gala</i>	<i>Friday, April 10, 2025</i>	<i>The Villages</i>
Strategic Planning Committee	Monday, April 13, 2026 5:00 pm	TBD
Student Engagement Committee	<i>To be scheduled</i>	
<b>District Board of Trustees Meeting</b>	<b>Wednesday, April 15, 2026 5:00 pm</b>	<b>South Lake Campus</b>
<b>MAY</b>		
<i>Spring Nurse Pinning Ceremony</i>	<i>Tuesday, May 5, 2025 5:00 pm</i>	<i>Leesburg Campus</i>
<i>South Lake Commencement Ceremony</i>	<i>Thursday, May 7, 2025 AM &amp; PM</i>	<i>Clermont</i>
<i>North Lake Commencement Ceremony</i>	<i>Friday, May 8, 2025 AM &amp; PM</i>	<i>Leesburg Campus</i>
Executive Committee	Tuesday, May 12, 2025 9:00 am	Clermont
Public-Private Partnership Committee	Tuesday, May 12, 2025 10:00 am	Clermont
Facilities Committee	Wednesday, May 13, 2026 3:30 pm	TBD
Finance Committee	Thursday, May 14, 2026 3:00 pm	TBD
Strategic Planning Committee	Monday, May 18, 2026 5:00 pm	TBD
Student Engagement Committee	<i>To be scheduled</i>	
<b>District Board of Trustees Meeting</b>	<b>Wednesday, May 20, 2026 5:00 pm</b>	<b>Sumter Center</b>
<b>JUNE</b>		
Executive Committee	Tuesday, June 9, 2025 9:00 am	Clermont
Public-Private Partnership Committee	Tuesday, June 9, 2025 10:00 am	Clermont
Facilities Committee	Wednesday, June 10, 2026 3:30 pm	TBD
Student Engagement Committee	<i>To be scheduled</i>	
Finance Committee	Monday, June 15, 2026 3:00 pm	TBD
Strategic Planning Committee	Monday, June 15, 2026 5:00 pm	TBD
<b>District Board of Trustees Meeting</b>	<b>Wednesday, June 17, 2026 5:00 pm</b>	<b>Leesburg Campus</b>

NO BOARD MEETING IN JULY		
AUGUST		
District Board of Trustees Meeting	Wednesday, August 19, 2026 5:00 pm	Leesburg Campus

# Lake-Sumter State College

## DISTRICT BOARD OF TRUSTEES



### Meeting Agenda

Wednesday, January 28, 2026

South Lake 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.

##### PRESENTATIONS

Sunshine Law – Ms. Anita Geraci-Carver, LSSC Board Attorney

##### CONSENT CONSIDERATIONS

0126-01	Approve:	Minutes of November 12, 2025 Facilities Committee Meeting
0126-02	Approve:	Minutes of November 17, 2025 Finance Committee Meeting
0126-03	Approve:	Minutes of November 17, 2025 Strategic Planning Committee Meeting
0126-04	Approve:	Minutes of November 18, 2025 Student Engagement Committee Meeting
0126-05	Approve:	Minutes of November 19, 2025 Regular Board Meeting
0126-06	Approve:	Minutes of December 4, 2025 Special Board Meeting
0126-07	Approve:	Minutes of December 30, 2025 Special Board Meeting
0126-08	Approve:	Minutes of January 12, 2026 Strategic Planning Committee Meeting
0126-09	Approve:	Minutes of January 21, 2026 Finance Committee Meeting
0126-10	Acknowledge:	Personnel Staff Changes
0126-11	Approve:	Personnel Full-Time Faculty Changes
0126-12	Acknowledge:	Monthly Fiscal Report for November & December 2025
0126-13	Approve:	Purchases Over \$65,000
0126-14	Acknowledge:	Capital Improvement Projects Report
0126-15	Approve:	Proposed Curriculum Changes
0126-16	Information:	Curriculum Updates

##### PRESIDENT'S REPORT

0126-17 Mr. John Temple, LSSC President

##### VICE PRESIDENT'S REPORTS

0126-18

##### BOARD ATTORNEY'S REPORT

0126-19 Ms. Anita Geraci-Carver's Update

##### BOARD COMMITTEE REPORTS

0126-20 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, January 28, 2026  
South Lake Campus

#### PUBLIC BOARD MEETING AGENDA

##### NEW BUSINESS

- |         |          |   |
|---------|----------|---|
| 0126-21 | Approve: | Second Reading of Board Rule 2.02 Non-Discrimination                  |
| 0126-22 | Approve: | Ranking of Proposals for Workforce Development Center                 |
| 0126-23 | Approve: | Selection Construction Management Firm – Workforce Development Center |

##### ADJOURNMENT

# CONSENT CONSIDERATIONS



**Lake-Sumter State College**  
**FACILITIES COMMITTEE OF THE DISTRICT BOARD OF TRUSTEES**  
**Wednesday, November 12, 2025 Minutes**

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

Mr. Steve Munz called the meeting to order at 3:30 pm.

**South Lake Campus**

***RFQ for Health and Human Performance Center***

The RFQ for the architect and engineer has been posted and there are currently about a dozen architects completing proposals with a deadline of 11/18/25. The College will score the proposals received and invite for a presentation in December. This item is scheduled to be on the January board meeting agenda.

***Health and Human Performance Center Funding***

The College presented to AdventHealth for a \$5 million dollar grant request this month and are pending a response on whether the College will receive their support.

This week the College will be presenting for a \$10 million dollar grant request with the LiveWell Foundation of South Lake.

The College submitted a request with the Florida Commerce grant in Tallahassee for \$5 million dollars and looking into the LINE grant opportunity for submission.

***Science-Health Building Chiller and Pipe Insulation***

The College received 3 bids for the insulation of the pipes and chillers at the South Lake Campus. The vendor selected will begin work in the next month on reinsulating and re-piping to improve the functionality and effectiveness of the chiller systems. This project will be completed by the end of the fall semester.

***Braille Room Signage Project***

The College received findings from the DOE Office of Civil Rights and part of the findings were updating braille signage on all campuses. Updates to the braille signage on all campus is underway with the first batch to be received within 3-4 weeks. The remainder of the signs will be updated throughout the fiscal year. This projects is projected to be completed by June 2026.

**Leesburg Campus**

***CMAR & Design for Workforce Development Center***

President Temple will be presenting this item at the November board meeting to share an overall status of the project and next steps for board approval of a contract.

***Lake Hall Restrooms Renovation***

Renovations of the restrooms will include new LED lighting, depending on plumbing, some sinks and toilets, along with painting and flooring.

***Office Relocations***

Some offices are being reconfigured to update and move spaces to the most appropriate department office areas. The Office of Student Wellness and Office of Career Development will now be moved to the Student Center and is receiving new carpet. The Office of Career Development will eventually relocate to the Workforce Development Center once complete. A nursing office in Health Science Building will be updated to accommodate space for two employees. The office in the Production Studio will be converted into a large storage space and the employees will be moved to the Student Services Building next door. These relocations and updates are projected to be completed by the end of October 2025.

***Chiller Plant Service Agreement***

The College has a 1 year agreement with ECS vendor to assist with replacement of 11 chiller pumps. Currently, Siemens vendor is not available to provide replacement pumps.

***Gym and Health Sciences Center Fire Safety Inspections***

The Health Science Building (HSC) and Gymnasium will need the fire safety updates. The HSC Building will replace the devices throughout the building, however the Gym will need complete rewiring and updated devices. This project is projected to be completed by December 2025.

***Fine Arts Building Renovation***

The LSSC Foundation, Inc. is working with a community partner for RFQ for bids on the renovation of the Fine Arts Building. Updates would include auditorium space, ADA accommodations, lighting, controls, sound, flooring, new roof, HVAC, and water intrusion. The LSSC Foundation, Inc. has had money set aside for this building over the years and has accrued interest to assist with renovations along with assistance from the community partner.

Mr. Steve Munz adjourned the meeting at 3:55 pm.

Respectfully submitted by Kailyn Simone, Recording Secretary.

**Lake-Sumter State College**  
**FINANCE COMMITTEE OF THE DISTRICT BOARD OF TRUSTEES**  
**Monday, November 17, 2025 Minutes**

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

Mr. Tim Morris called the meeting to order at 3:00 pm.

**October Fiscal Report**

The Committee reviewed the October 2025 fiscal reports that will be presented to the Board for approval at the next meeting..

**Grant Opportunities**

The College presented to AdventHealth for a \$5 million dollar grant request this month and are pending a response on whether the College will receive their support. This week the College will be presenting for a \$10 million dollar grant request with the LiveWell Foundation of South Lake. The College submitted a request with the Florida Commerce grant in Tallahassee for \$5 million dollars and looking into the LINE grant opportunity for submission. The grant opportunities for the Eustis state with either the EDA grant or assistance from Congressman Webster's office is still pending.

**The LSSC Foundation, Inc.**

The Committee reviewed The LSSC Foundation, Inc. 990, Audit, and 2026 proposed budget that will be presented to the Board for approval at the next meeting.

Mr. Tim Morris adjourned the meeting at 3:14 pm.

Respectfully submitted by Kailyn Simone, Recording Secretary.

**Lake-Sumter State College**  
**STRATEGIC PLANNING COMMITTEE OF THE DISTRICT BOARD OF TRUSTEES**  
**Monday, November 17, 2025 Minutes**

In attendance: David Hidalgo, Chair, President John Temple, Dr. Laura Byrd, and Kailyn Simone.

Mr. David Hidalgo called the meeting to order at 5:00 pm.

**Grant Opportunities**

The College presented to AdventHealth for a \$5 million dollar grant request this month and are pending a response on whether the College will receive their support. This week the College will be presenting for a \$10 million dollar grant request with the LiveWell Foundation of South Lake. The College submitted a request with the Florida Commerce grant in Tallahassee for \$5 million dollars and looking into the LINE grant opportunity for submission. The grant opportunities for the Eustis state with either the EDA grant or assistance from Congressman Webster's office is still pending.

**Other**

The Committee discussed the 2026 legislative budget requests and the possibility of utilizing the College commercial property for hotel investment opportunities that would create a sustainable source of income. Discussed the timeline for the new strategic plan and Board approval process. President Temple shared updates from the COP legislative fly-in and the trip to NWFSC to see their aquaponics program and development.

Mr. David Hidalgo adjourned the meeting at 6:17pm.

Respectfully submitted by Kailyn Simone, Recording Secretary.

**Lake-Sumter State College**  
**STUDENT ENGAGEMENT COMMITTEE OF THE DISTRICT BOARD OF TRUSTEES**  
**Tuesday, November 18, 2025 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 5:15 pm.

### **Spring Registration**

Dr. Joseph Mews shared updates on spring registration prior to classes beginning in January. The Enrollment and Student Affairs Teams are working on increasing retention and closing the retention gap. Current enrollment projections are ahead from fall 2024-2025.

### **Student Recruitment Initiatives**

The Enrollment and Student Affairs Teams are working on student outreach by hosting several open house events on all campuses. These events combined had over 700 visitors that shows an early increase in student engagement on campus. Applications received has increased to over 80% with over 1,800 application submitted and over 550 submitted for the fall 2026 semester.

### **Student Activities**

Numerous student activities were held from last month's meeting from Phi Theta Kappa Induction Ceremony, Halloween Spirit Week, Volleyball Pink Night, and athletics send-offs for Cross Country and Volleyball. The FCSAA Publications Associations awarded the LSSC Angler and Odysseys 10 awards between the two programs and within the State college system. The food drive for the Lakwhawks Harvest Pantry will provided extended hours this week for students to have access to food. The Office of Wellness is providing large breakfast options and snacks for students during finals week to assist with stress relief.

### **Athletics**

The Women's Volleyball team finished 2<sup>nd</sup> in the FCSAA Regional Tournament and the Men's & Women's Cross Country teams traveled to Iowa to compete in the NJCAA DII Cross Country Championships. The Men's team finished 21<sup>st</sup> and the Women's team finished 29<sup>th</sup> overall out of over 40 teams competing.

Ms. Ivy Parks adjourned the meeting at 5:38 pm.

Respectfully submitted by Kailyn Simone, Recording Secretary.

**DISTRICT BOARD OF TRUSTEES  
LAKE-SUMTER STATE COLLEGE  
SOUTH LAKE CAMPUS  
November 19, 2025**

**PRESENT:** Mr. Bret Jones, Board Chair, Board Members: Mr. Roger Croft, Mr. Tim Morris, Mr. Steve Munz, Ms. Ivy Parks, Ms. Anita Geraci-Carver, Board Attorney, Mr. John Temple, LSSC President.

**ABSENT:** Mr. David Hidalgo, 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 Board Chair Bret Jones at 5:00 p.m. on November 19, 2025, at the South Lake Campus.

**PUBLIC COMMENT:**

No public comment cards were submitted.

**PRESENTATIONS:**

Dr. Joseph Mews presented and introduced the fall sports student athletes of Cross Country/Half Marathon and Volleyball to the District Board of Trustees.

Dr. Laura Byrd presented achievements and updates from The LSSC Foundation, Inc.

**CONSENT CONSIDERATIONS:**

1125-01 Minutes of October 7, 2025 Student Engagement Committee Meeting

1125-02 Minutes of October 8, 2025 Facilities Committee Meeting

1125-03 Minutes of October 13, 2025 Finance Committee Meeting

1125-04 Minutes of October 13, 2025 Strategic Planning Committee Meeting

1125-05 Minutes of October 15, 2025 Regular Board Meeting

1125-06 Personnel Staff Changes

1125-07 Monthly Fiscal Report for October 2025

1125-08 Capital Improvement Projects Report

1125-09 Proposed Curriculum Changes

1125-10 The LSSC Foundation, Inc. 990

1125-11 2026-2027 Early College Agreements

1125-12 Preliminary New Program Proposal – Associate of Science in Development & Design

***MOTION to approve the consent considerations 1025-01 through 1025-13, Mr. Steve Munez, SECOND, Mr. Roger Croft, motion passed unanimously.***

## SCHEDULED INFORMATION REPORTS:

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

- The College was invited as one of the 200 community colleges to apply for the Aspen Prize for Community College Excellence that recognizes colleges that achieve high and improving levels of student success.
- Enrolled 140 new healthcare students to assist with the demand in workforce and participation in healthcare programs.
- Leadership trainings across the College are ongoing with a final session in January.
- Shared updates on the Tallahassee visit with Trustees to meet with local delegation to advocate for the College's legislative budget requests. All legislative budget requests have been submitted
- Provided updated on the visit and tour at the NWFSC campus in Niceville to see their dormitories and aquaponics spaces.
- The College will be closed for Thanksgiving break from 11/26-11/28. The College holiday party will be held on 12/12 and the President seeks to request approval from the Board for closing the College after 1:00 pm on 12/12 ***MOTION to approve closing of the College on 12/12/25 at 1:00 pm, Mr. Tim Morris, SECOND, Mr. Steve Munz, motion passed unanimously.***
- Commencement ceremonies are within the next few weeks starting with nurse pinning ceremony on 12/8/25 followed by the inaugural Medical Lab Technology pinning ceremony.
- Received an unsolicited proposal for work on the Workforce Development Center the afternoon of 11/19/25 and sharing with the Board for direction. The Trustees discussed with the Board Attorney their options upon receiving the unsolicited proposal. It was determined to have a special meeting in December to further review and take possible action on their options for the unsolicited proposal and next steps.

The Board Attorney shared no update on her report.

Mr. Bret Jones presented the reports for the Executive Committee and the Public-Private Partnership Committee.

Mr. Steve Munz presented the report for the Facilities Committee.

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

President John Temple presented the report for the Strategic Planning Committee on behalf of Mr. David Hidalgo's absence.

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

Dr. Laura Byrd presented the report for the Foundation Liaison on behalf of Ms. Samantha Scott's absence.

**NEW BUSINESS:**

**1125-17 ANNUAL RECERTIFICATION DSO & MEMBERS – THE LSSC FOUNDATION, INC.**

LSSC Board Rule 1.07 states the District Board of Trustees shall annually approve all direct support organizations (DSO). Annual re-certification of The LSSC Foundation, Inc. as a direct support organization for Lake- Sumter State College.

At the July 23, 2025 Lake-Sumter State College Foundation Quarterly Board meeting, the Board approved and recommends to the District Board of Trustees the 2026 slate of Foundation

Officers and Directors: Michelle Michnoff, President

Deputy Chief Michael McMaster, President-Elect

John George, Vice-President

Sheri Olson, Treasurer

Josh Gonzales, Past President

Samantha Scott, Trustee Liaison

Dr. Laura Byrd, Secretary

John Temple, LSSC President

Sybil Brown, Faculty Liaison

Shayna Grunewald

Kandy Medlen

Stacie Price

John Smith

Carl Specci

***MOTION to approve the re-certification of the LSSC Foundation, Inc. and 2026 Foundation Board Officers and Directors, Mr. Tim Morris, SECOND, Ms. Ivy Parks, motion passed unanimously.***

**1125-18 THE LSSC FOUNDATION, INC. 2024 AUDIT**

The Lake-Sumter State College Foundation Board accepted the 2024 LSSC Foundation audit and is presented to the LSSC District Board of Trustees for review.

***This item is for acknowledgement only.***

**1125-19 THE LSSC FOUNDATION, INC. 2026 BUDGET INCLUDING COLLEGE SUPPORT**

The Lake-Sumter State College Foundation, Inc. Board approved the 2026 budget to include inkind contributions from the College. It is now being presented to the LSSC District Board of Trustees for approval.

***MOTION to approve the LSSC Foundation, Inc. 2026 Budget, Mr. Tim Morris, SECOND, Ms. Ivy Parks, motion passed unanimously.***

## **1125-20 2026-2027 PERSONNEL CALENDAR**

Each year the personnel calendar for the upcoming fiscal year is brought to the District Board of Trustees for approval for 24 paid days when the College is closed and Four-Day Summer Work Week Schedule.

***MOTION to approve the 2026-2027 Personnel Calendar, Ms. Ivy Parks, SECOND, Mr. Tim Morris, motion passed unanimously.***

## **1125-21 SECOND READING OF BOARD RULE 3.09 ACADEMIC CREDIT NOT EARNED AT LSSC**

Due to changes in how accreditors are recognized by the U.S. Department of Education (USDOE), references to “regionally accredited institutions” needs to be updated to match current policy and practice. The reference section was updated to a more appropriate Florida Statute to reference support of Rule.

***MOTION to approve the updated Board Rule 3.09 Academic Credit Not Earned at LSSC, Mr. Steve Munz, SECOND, Mr. Tim Morris, motion passed unanimously.***

## **1125-22 FIRST READING OF BOARD RULE 2.02 NON-DISCRIMINATION**

Board Rule 2.02 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 the updated non-discrimination statement and removes any reference to gender.

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

***Meeting adjourned at 6:16 pm per Board Rule 1.01, Florida Statute 120***

***Meeting reconvened at 6:16 pm.***

## **1125-23 2025-2028 ORLANDO HEALTH SOUTH LAKE AGENDA COMBINED CLINICAL AGREEMENT**

The College currently has two clinical affiliation agreements with Orlando Health South Lake that are set to expire in fall 2025. These agreements allow students in healthcare programs to complete clinicals at Orlando Health facilities. Overtime, these agreements have been amended to extend the terms and add additional information. The agreement proposed will combine both agreements to compile current and all amended information while also extending the terms to 2028.

***MOTION to approve the 2025-2028 Orlando Health South Lake Clinical Affiliation Agreement, Ms. Ivy Parks, SECOND, Mr. Roger Croft, motion passed unanimously.***

## **1125-24 GATEWAY SIGN EASEMENT TERMINATION AGREEMENT**

At the Leesburg Campus, there were two signs located within the U.S. Hwy 441 Right of Way. The signs were permitted through an easement that allowed the College to build and maintain the signs within the right of way. After the College built the new digital sign, the

signs in the right of way were no longer appropriate. The signs were removed at the expense of the developer of the adjacent property across College Drive, pursuant to an agreement negotiated through the Contract Administrator's Office. There is no longer a need for the easement and it should be terminated. There are no other college owned or maintained items such as water lines, sewer lines or electrical conduits located within the easement. This is merely cleaning up an issue in order to prevent it from causing a concern in the future.

***MOTION to approve the Termination of the Gateway Sign Agreement, Mr. Tim Morris, SECOND, Mr. Steve Munz, motion passed unanimously.***

#### **1125-25 LAKE TECHNICAL COLLEGE & LSSC FACILITY USE AGREEMENT AT SOUTH LAKE**

Lake Technical College has utilized classroom and lab space on LSSC's South Lake Campus for about six years to offer their LPN, ESOL/GED, and Paramedic programs to residents of south Lake County. The previous Facilities Use Agreement between LSSC and Lake Tech College ended on June 30, 2024. This Extension prolongs the previous Agreement for the use of facilities on LSSC's South Lake Campus to June 30, 2026 and retroactively takes effect on July 1, 2024. All prior terms and conditions contained in the Agreement of July 1, 2021 shall remain in full force and effect.

***MOTION to approve the Lake Technical College Facility Use of the South Lake Campus Extension Agreement, Ms. Ivy Parks, SECOND, Mr. Roger Croft, motion passed unanimously.***

#### **1125-26 INQUIRY FOR LEESBURG CAMPUS PROPERTY PURCHASE**

The College has received an unsolicited inquiry regarding the potential purchase of a parcel of property located within the Leesburg Campus. The District Board of Trustees has no obligation to respond or consider this request.

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

#### **1125-27 LETTER OF INTEREST PARTNERSHIP PROPOSAL FOR FILM & MEDIA STUDIO WITH DJK-KJD**

DJK-KJD seeks to build a state-of-the-art virtual production studio that operates both as a professional creative facility and as an educational innovation hub, allowing students to be immersed in the same workflows and technologies as leading global media companies. These opportunities would align with the College's AS in Digital Media Creative Video Production program.

***MOTION to table the item for DJK-KJD to present to the Board at the next meeting for further consideration, Mr. Tim Morris, SECOND, Ms. Ivy Parks, motion passed unanimously.***

**1125-28 DEMOLITION OF THE LIBRARY BUILDING CAMPUS GUARANTEED MAX PRICE**

This project amount exceeds \$195,000 requiring prior approval of the District Board of Trustees. Faden Builders, Inc., one of the two approved firms to be contracted with as Construction Manager At Risk on continuing contract, has submitted the guaranteed maximum price (GMP) of \$368,000. This GMP includes major abatement of asbestos containing materials (ACM) which needs to be removed by specially trained vendors. There is over 12,000 sq. ft. of ACM in the building primarily from the black mastic in the flooring but also ACM in window caulking and ductwork. This GMP also covers replacing 400 ft of sidewalk from the former library to parking lot A as well as sod installation and irrigation system expansion once the building is removed. Supporting documentation includes additional information. It is recommended to award the project to Faden Builders, Inc. for \$368,000. This item is being brought back from the September District Board of Trustees meeting for consideration.

***MOTION to table the item until further notice is provided by the state and will bring back this item at a later date, Mr. Steve Munz, SECOND, Ms. Ivy Parks, motion passed unanimously.***

**1125-29 SELECTION CONSTRUCTION MANAGEMENT FIRM – WORKFORCE DEVELOPMENT**

It is recommended that the ranked short-list of contractors be approved and authority delegated to the president and president's designees to enter into contract negotiations with the highest ranked contractor for the preconstruction and construction of the Workforce Development Center. Should negotiations be unsuccessful with the top ranked contractor, negotiations will be terminated and shall progress in rank order of the contractors until successful contract negotiations are accomplished. This item is being brought back from the September District Board of Trustees meeting for consideration.

***MOTION to table the item for further consideration at the next board meeting, Ms. Ivy Parks, SECOND, Mr. Steve Munz, motion passed unanimously.***

**OTHER CONSIDERATIONS:**

The next regular meeting is scheduled for January 21, 2025 at the South Lake Campus.

The meeting was adjourned at 6:28 p.m.

**ATTEST:**

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Mr. Bret Jones, Chair

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Mr. John Temple, Secretary/ College President

Recording Secretary: Kailyn Simone

**Lake-Sumter State College**  
**SPECIAL MEETING OF THE DISTRICT BOARD OF TRUSTEES**  
**Thursday, December 4, 2025 Minutes**

In attendance: Bret Jones, Chair, Roger Croft, David Hidalgo, Tim Morris, Steve Munz, Samantha Scott, Trustees, Anita Geraci-Carver, Board Attorney, John Temple, President.

Mr. Bret Jones called the meeting to order at 1:02 pm.

**PRESENTATIONS**

DJK-KJD Studios submitted a letter of interest to the Board of Trustees for a partnership on the Leesburg Campus. Representatives from the company presented their proposal to build a state-of-the-art virtual production studio that operates both as a professional creative facility and as an educational innovation hub, allowing students to be immersed in the same workflows and technologies as leading global media companies. These opportunities would align with the College's AS in Digital Media Creative Video Production program. DJK-KJD is ready to contribute significant resources to bring this vision to life. The company is in the midst of a \$10m fundraising campaign and their investors require a Memorandum of Understanding (MOU) with LSSC. They propose a non-binding MOU that outlines the partnership and agreements between DJK-KJD and Lake-Sumter State College, including their rights to utilize 3 acres of the Leesburg Campus in phase one of the partnership to create the studio complex, with more acreage in further phases that will include a backlot, theater and other tourist attractions. The MOU will give DJK-KJD an exclusive window to develop and officially green-light the project and allow us to express to our investors secured interest from LSSC.

**NEW BUSINESS**

**ITEM: 1225-02: LETTER OF INTEREST PARTNERSHIP PROPOSAL FOR FILM & MEDIA STUDIO WITH DJK-KJD**

They propose a non-binding MOU that outlines the partnership and agreements between DJK-KJD and Lake-Sumter State College, including their rights to utilize 3 acres of the Leesburg Campus in phase one of the partnership to create the studio complex, with more acreage in further phases that will include a backlot, theater and other tourist attractions. The MOU will give DJK-KJD an exclusive window to develop and officially green-light the project and allow us to express to our investors secured interest from LSSC. These opportunities would align with the College's AS in Digital Media Creative Video Production program.

***MOTION to approve moving forward and enter negotiations of a non-binding MOU with DJK-KJD studios, Mr. Roger Croft, SECOND, Mr. Steve Munz, motion passed unanimously.***

**PRESIDENT'S REPORT**

President John Temple asked Vice President of Technology Innovation, Nick Kemp, to share an update and opportunity on the Education Broadcast Services (EBS) license on several broadband channels in Leesburg with the Federal Communications Commission (FCC). The College entered into an agreement for this service in September 2005 and an outside vendor is offering to buy the license. The College is seeking guidance from the Board to have conversations with the outside vendor on an offer.

***The Board is amenable for the College to have conversations with the outside vendor about offers for the license.***

## **NEW BUSINESS CONTINUED**

### **ITEM: 1225-03: WORKFORCE DEVELOPMENT CENTER – UNSOLICITED PROPOSAL**

The College received an unsolicited proposal for work on the Workforce Development Center. There are three options available to the Board of Trustees as it relates to the unsolicited proposal:

1. Choose not to evaluate the unsolicited proposal.
2. Proceed with the unsolicited proposal without soliciting other proposals by holding two public hearings and making certain findings as set forth in the statute.
3. Public notice soliciting other proposals to evaluate in conjunction with the unsolicited proposal.

***MOTION to publicly notice soliciting other proposals to evaluate in conjunction with the unsolicited proposal and hold a meeting at the end of December to review proposals, Mr. Tim Morris, SECOND, Ms. Samantha Scott, motion passed unanimously.***

### **ITEM: 1225-04: SELECTION CONSTRUCTION MANAGEMENT FIRM – WORKFORCE DEVELOPMENT CENTER**

This item is being brought back from previous Board meetings from being tabled. LSSC issued RFQ 26-01, Request for Qualifications for Construction Manager at Risk & Preconstruction Services for the Workforce Development Center. The shortlisted contractors in rank order were determined to be the best for meeting the needs for this project. The following short-listed contractors are:

1. Skanska
2. Pirtle
3. Welbro

It is recommended that the ranked short-list of contractors be approved and authority delegated to the president and president's designees to enter into contract negotiations with the highest ranked contractor for the preconstruction and construction of the Workforce Development Center.

***MOTION to table this item until the next Board meeting, Mr. Tim Morris, SECOND, Mr. Steve Munz, motion passed unanimously.***

Mr. Bret Jones adjourned the meeting at 2:12 pm.

Respectfully submitted by Kailyn Simone, Recording Secretary.

**Lake-Sumter State College**  
**SPECIAL MEETING OF THE DISTRICT BOARD OF TRUSTEES**  
**Tuesday, December 30, 2025 Minutes**

In attendance: Bret Jones, Chair, Roger Croft, David Hidalgo, Tim Morris, Ivy Parks, Samantha Scott, Trustees, Anita Geraci-Carver, Board Attorney, John Temple, President.

Absent: Steve Munz, Trustee

Mr. Bret Jones called the meeting to order at 5:00 pm.

**BOARD ATTORNEY REPORT**

Ms. Anita Geraci-Carver shared the recently received legal correspondence regarding the Workforce Development Center process. She prepared a response to share with the Board for review. She clarified the next steps for the Board to take for this special meeting:

- Hear any public comment.
- If request for proposals are considered, Board should waive any information not provided in statutory requirement.
- Rank the proposals.
- Select a firm and negotiate contract.
- OR reject all proposals.

**PUBLIC COMMENT**

No public comments were submitted.

**PRESENTATIONS**

**Florida Development Solutions, Scorpio, Spiegle**

Representatives from Florida Department Solutions and Scorpio shared a brief overview and presentation of their proposal for the Workforce Development Center on the Leesburg Campus.

**Nicholas & Associates, OWA Architects**

Representatives from Nicholas & Associates and OWA Architects shared a brief overview and presentation of their proposal for the Workforce Development Center on the Leesburg Campus.

**DISCUSSION**

After the presentations, the Board received a comprehensive review of both proposals from Florida Architects, Inc. (FLA). Given this new information, the Board would like to continue this item of selecting a company to have them respond to the FLA review. President John Temple stated he will contact the Department of Education on the continuance for appropriations of the Workforce Development Center due to the deadline for use of funds approaching.

***MOTION to waive any information not provided in the statutory requirement, Ms. Samantha Scott, SECOND, Mr. Tim Morris, motion passed unanimously.***

***MOTION for companies who submitted proposals to respond to the Florida Architects, Inc. review of proposals by January 14<sup>th</sup>, Mr. Tim Morris, SECOND, Ms. Samantha Scott, motion passed unanimously.***

## **NEW BUSINESS**

### **ITEM: 1225-01.1 SELECTION OF DESIGN-BUILD SERVICES PROPOSAL FOR WORKFORCE DEVELOPMENT CENTER**

***No action was taken on this item as this special meeting is only noticed for considered the proposals received and this item will be heard at the next meeting.***

Mr. Bret Jones adjourned the meeting at 6:02 pm.

Respectfully submitted by Kailyn Simone, Recording Secretary.

**Lake-Sumter State College**  
**STRATEGIC PLANNING COMMITTEE OF THE DISTRICT BOARD OF TRUSTEES**  
**Monday, January 12, 2026 Minutes**

In attendance: David Hidalgo, Chair, Bret Jones, Trustee, John Temple, President, Dr. Laura Byrd, and Kailyn Simone.

Mr. David Hidalgo called the meeting to order at 4:32 pm.

**Workforce Development Center**

President John Temple shared the two companies who submitted proposals for the building will submit responses to the Florida Architects, Inc. review by January 14<sup>th</sup>. The College is ready to submit a request for extension of appropriations for the building to the Department of Education.

**Clermont Campus Building**

The LSSC Foundation, Inc. was awarded \$10 million dollars in support from the LiveWell Foundation of South Lake for the new healthcare building on the South Lake Campus. The Foundation also received a \$1 million dollar invest from AdventHealth. The development plan for this building is to open in fall of 2027.

**Strategic Plan**

The College will be sending out a survey to employees for feedback on the plan and ask of any adjustments or additions. The results of the survey will be shared with the internal Strategic Planning Council, then with Cabinet, and finally with the Board Strategic Planning Committee. The current plan ends in June 2026 and the College is scheduling to have a new plan in place by May 1 for the Board to approve that same month.

**Legislative Ask Progress**

President Temple stated there are no updates yet on the College's legislative asks as session started this week.

Mr. David Hidalgo adjourned the meeting at 4:52 pm.

Respectfully submitted by Kailyn Simone, Recording Secretary.

**Lake-Sumter State College**  
**FINANCE COMMITTEE OF THE DISTRICT BOARD OF TRUSTEES**  
**Wednesday, January 21, 2026 Minutes**

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

Mr. Tim Morris called the meeting to order at 4:00 pm.

**November & December Fiscal Reports**

The Committee reviewed the November & December 2025 fiscal reports that will be presented to the Board for approval at the next meeting.

**All Funds Report**

Ms. Michelle Matis presented the All Funds Report to the Committee for review.

**Purchases Over \$65,000**

The Committee reviewed the list of purchases over \$65,000 that will be presented to the Board for approval at the next meeting.

**Other**

Budget developments for fiscal year 2026 are underway and the Finance team is getting ready for the upcoming year. The tuition and fees schedule will be finalized next month and will be ready for review and approval by the Board at the March meeting. The Accounting team is working on updating standards to the GASB pronouncements. The new Director of Procurement started this week.

Mr. Tim Morris adjourned the meeting at 4:04 pm.

Respectfully submitted by Kailyn Simone, Recording Secretary.

## Personnel Staff Changes

## Agenda Item: 0126-10

### 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
Jacob Salminen	Director, Health Professions Simulation	11/03/2025
Barbara Munoz	Academic Advisor I	11/03/2025
Curline Grant	Manager, HR Organizational Development & Operations	11/03/2025
Kassandra Landry	Clinical Coordinator, Health Professions Programs	11/10/2025
Brendan Schatzki	Developer II, Enterprise Application	11/10/2025
Meleana Tirado	Clinical Coordinator, Health Professions Programs	11/18/2025

#### Staff Status Changes:

Name	Title	Status	Effective Date
Robert Johnson	Executive Director, Technology Infrastructure	Promotion	11/03/2025

#### Departures:

Name	Title	Status	Effective Date
Amy Albee-Levine	Associate Vice President, Institutional Effectiveness	Resignation	11/14/2025
Shannon Herrera	Development Officer	Resignation	11/14/2025
Sunetta Lahel	Director, HR Recruitment and Organizational Development	Resignation	11/25/2025
Shasten Hildebrand	Executive Assistant, Vice President of Enrollment & Student Affairs	Resignation	12/10/2025
Marilyn Cole	Student Success Coordinator	Retirement	12/12/2025
Jacquelyn Bostick	Director, Financial Aid	Resignation	12/15/2025
Jamie Lee	Registrar	Resignation	12/19/2025
Anna Schutzler	Specialist, Athletics Operations	Resignation	12/19/2025

### Recommendation

Motion to acknowledge the Human Resource Staff Changes for November 1 – December 31, 2025 as written.

## Personnel Full-Time Faculty Changes

## Agenda Item: 0126-11

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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
Patricia Bettinger	Instructor, Biology Faculty FT E 9 MTH	Resignation	12/12/2025
Jacqueline Clark	Assistant Professor, Accounting	Resignation	12/12/2025

### Recommendation

Motion to approve the Personnel Full-Time Faculty Changes for November 1 – December 30, 2025 as written.

## Monthly Fiscal Report for November & December 2025

## Agenda Item: 0126-12

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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 November and December 2025 as written.

Lake-Sumter State College  
Fiscal Status Report - Fund 1  
General Current Fund  
July 1, 2025 through November 30, 2025

	FY 2024-25			FY 2025-26			
						Percent of Budget Earned/Spent	Projected 6/30/2026
	Annual Budget	11/30/2024	6/30/2024	Annual Budget	11/30/2025		
REVENUES & BUDGETED FUND BALANCE							
Student Fees							
Fall							
Tuition	\$ 3,451,420	\$ 3,789,233	\$ 3,033,350	\$ 4,843,912	\$ 4,510,827	93%	\$ 4,510,827
Technology Fees	166,300	189,476	151,801	196,556	225,549	115%	225,549
Distance Learning	340,551	357,105	306,825	392,336	452,505	115%	452,505
Dual Enrollment	389,000	432,900	272,385	391,287	567,634	145%	567,634
HSCA Dual Enrollment	577,093	587,129	459,165	658,000	618,050	94%	618,050
Lab Fees	99,086	94,945	87,708	100,000	243,748	244%	243,748
Spring							
Tuition	\$ 3,113,630	\$ 2,866,658	\$ 2,797,852	\$ 4,410,782	\$ 4,095,077	93%	4,278,458
Technology Fees	149,300	143,344	139,903	184,622	204,761	111%	179,083
Distance Learning	304,208	254,460	283,500	374,469	332,985	89%	363,235
Dual Enrollment	480,000	471,613	513,073	564,200	676,180	120%	552,916
HSCA Dual Enrollment	546,984	-	411,492	587,500	-	0%	575,750
Lab Fees	176,750	157,883	169,015	198,500	265,823	134%	194,530
Summer							
Tuition	\$ 1,291,280	\$ (27,609)	\$ 1,347,723	\$ 2,005,155	\$ (31,714)	-2%	1,965,052
Technology Fees	62,100	(1,380)	67,268	89,263	(1,586)	-2%	87,478
Distance Learning	159,405	(300)	179,835	235,851	(2,055)	-1%	231,134
Dual Enrollment	0	(43,485)	23,322	-	(3,095)	0%	-
Lab Fees	33,290	(1,505)	37,921	40,300	19	0%	39,494
Miscellaneous Fees	302,639	141,231	231,398	338,167	199,776	59%	328,022
Youth Development	250,000	7,573	111,128	110,000	10,506	10%	107,800
Continuing Education	1,127,788	510,856	805,049	1,054,150	244,321	23%	1,001,443
Total Student Tuition and Fees	\$ 13,020,824	\$ 9,930,127	\$ 11,429,714	\$ 16,775,050	\$ 12,609,311	75%	\$ 16,522,708
General Revenue Operational Support	\$ 20,958,984	\$ 8,806,297	\$ 20,958,985	\$ 21,135,196	\$ 9,091,313	43%	\$ 21,819,237
General Revenue Nursing Support	764,600	598,676	764,607	1,004,755	499,864	50%	1,004,755
General Rev. Student Success Incentive Initiative	338,782	159,894	431,782	404,104	160,044	40%	384,104
State Dual Enrollment Scholarship Program	400,000	229,437	334,143	387,083	136,630	35%	387,083
Educational Enhancement Support	3,231,881	-	3,231,880	3,055,669	-	0%	3,006,439
Miscellaneous State Contracts	26,000	(2,742)	2,016	26,000	-	0%	26,000
Federal Support Indirect Cost	75,000	54,282	15,705	75,000	3,208	4%	75,000
Foundation Support	-	1,560	-	75,000	53,668	0%	75,000
Other Contracts	586,868	285,817	590,204	683,248	280,736	41%	683,248
Miscellaneous Revenue	24,100	31,594	88,105	124,350	57,923	47%	121,863
Total Revenues	\$ 39,427,039	\$ 20,094,942	\$ 37,847,141	\$ 43,745,455	\$ 22,892,697	52%	\$ 44,105,437
Transfers In	1,000,000	-	700,988	422,000	-	-	422,000
Total Revenues and Transfers In	\$ 40,427,039	\$ 20,094,942	\$ 38,548,129	\$ 44,167,455	\$ 22,892,697	52%	\$ 44,527,437
EXPENDITURES							
Personnel Expenditures							
Salaries and Wages	\$ 22,917,640	\$ 8,238,031	\$ 20,414,468	\$ 24,742,852	\$ 9,347,352	38%	\$ 24,124,281
Benefits	7,757,893	3,066,609	7,841,719	8,445,398	3,387,460	40%	8,585,398
Lapse Salary and Benefits	(900,000)	-	-	(900,000)	-	0%	-
Current Operating Expenditures	10,098,417	4,260,529	8,746,322	11,831,612	4,144,260	35%	11,713,296
Capital Outlay Expenditures	40,000	-	82,785	36,000	(34,389)	-96%	32,400
Contingency	500,000	-	-	-	-		-
Total Expenditures	\$ 40,413,950	\$15,565,169	\$ 37,085,294	\$ 44,155,862	\$ 16,844,682	38%	\$ 44,455,375
Transfer to Fund Other Funds	1,000,000	-	(1,500,000)	-	-	-	-
Excess of Revenues over (Expenditures)	\$ 1,013,089	\$ 4,529,773	\$ (37,165)	\$ 11,593	\$ 6,048,014		\$ 72,062

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

	FY 2024-25		FY 2025-26			
	Annual Budget	12/31/2024	Annual Budget	12/31/2025	Percent of Budget Earned/Spent	Projected 6/30/2026
<b>REVENUES &amp; BUDGETED FUND BALANCE</b>						
Student Fees						
Fall						
Tuition	\$ 3,451,420	\$ 3,766,333	\$ 4,843,912	\$ 4,502,445	93%	\$ 4,502,445
Technology Fees	166,300	188,332	196,556	225,130	115%	225,130
Distance Learning	340,551	357,105	392,336	451,965	115%	451,965
Dual Enrollment	389,000	432,287	391,287	563,244	144%	563,244
HSCA Dual Enrollment	577,093	587,129	658,000	618,050	94%	618,050
Lab Fees	99,086	94,908	100,000	243,865	244%	243,865
Spring						
Tuition	\$ 3,113,630	\$ 3,509,356	\$ 4,410,782	\$ 4,254,100	96%	4,278,458
Technology Fees	149,300	175,481	184,622	212,724	115%	179,083
Distance Learning	304,208	319,080	374,469	397,500	106%	363,235
Dual Enrollment	480,000	651,131	564,200	828,058	147%	546,700
HSCA Dual Enrollment	546,984	-	587,500	-	0%	575,750
Lab Fees	176,750	197,529	198,500	308,479	155%	194,530
Summer						
Tuition	\$ 1,291,280	\$ (27,609)	\$ 2,005,155	\$ (32,459)	-2%	1,965,052
Technology Fees	62,100	(1,380)	89,263	(1,623)	-2%	87,478
Distance Learning	159,405	(300)	235,851	(2,055)	-1%	231,134
Dual Enrollment	0	(43,485)	-	(1,800)	0%	-
Lab Fees	33,290	(1,505)	40,300	19	0%	39,494
Miscellaneous Fees	302,639	152,402	338,167	213,779	63%	328,022
Youth Development	250,000	7,652	110,000	10,953	10%	107,800
Continuing Education	1,127,788	557,458	1,054,150	396,043	38%	1,001,443
<b>Total Student Tuition and Fees</b>	<b>\$ 13,020,824</b>	<b>\$ 10,921,904</b>	<b>\$ 16,775,050</b>	<b>\$ 13,188,417</b>	<b>79%</b>	<b>\$ 16,502,877</b>
General Revenue Operational Support	\$ 20,958,984	\$ 10,567,545	\$ 21,135,196	\$ 10,909,564	52%	\$ 21,819,237
General Revenue Nursing Support	764,600	598,676	1,004,755	499,864	50%	1,004,755
General Rev. Student Success Incentive Initiative	338,782	187,741	404,104	192,052	48%	484,108
State Dual Enrollment Scholarship Program	400,000	389,068	387,083	264,319	68%	387,083
Educational Enhancement Support	3,231,881	-	3,055,669	-	0%	3,006,439
Miscellaneous State Contracts	26,000	(2,742)	26,000	-	0%	26,000
Federal Support Indirect Cost	75,000	54,282	75,000	3,208	4%	75,000
Foundation Support	-	22,405	75,000	53,668	0%	75,000
Other Contracts	586,868	337,086	683,248	343,216	50%	683,248
Miscellaneous Revenue	24,100	31,991	124,350	60,926	49%	121,863
<b>Total Revenues</b>	<b>\$ 39,427,039</b>	<b>\$ 23,107,957</b>	<b>\$ 43,745,455</b>	<b>\$ 25,515,235</b>	<b>58%</b>	<b>\$ 44,185,610</b>
Transfers In	1,000,000	-	422,000	-	-	422,000
<b>Total Revenues and Transfers In</b>	<b>\$ 40,427,039</b>	<b>\$ 23,107,957</b>	<b>\$ 44,167,455</b>	<b>\$ 25,515,235</b>	<b>58%</b>	<b>\$ 44,607,610</b>
<b>EXPENDITURES</b>						
Personnel Expenditures						
Salaries and Wages	\$ 22,917,640	\$ 9,998,490	\$ 24,742,852	\$ 11,310,504	46%	\$ 24,247,995
Benefits	7,757,893	4,023,593	8,445,398	4,263,501	50%	8,585,398
Lapse Salary and Benefits	(900,000)	-	(900,000)	-	0%	-
Current Operating Expenditures	10,098,417	4,894,307	11,831,612	4,712,108	40%	11,713,296
Capital Outlay Expenditures	40,000	-	36,000	(34,389)	-96%	32,400
Contingency	500,000	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 40,413,950</b>	<b>\$18,916,390</b>	<b>\$ 44,155,862</b>	<b>\$ 20,251,723</b>	<b>46%</b>	<b>\$ 44,579,089</b>
Transfer to Fund Other Funds	-	-	-	-	-	-
<b>Excess of Revenues over (Expenditures)</b>	<b>\$ 13,089</b>	<b>\$ 4,191,567</b>	<b>\$ 11,593</b>	<b>\$ 5,263,512</b>		<b>\$ 28,521</b>

## Purchases Over \$65,000

## Agenda Item: 0126-13

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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 – November - December 2025

**Vendor:** Engineered Cooling Services  
**Item Description:** LE Campus Chiller Plant  
**Amount:** \$ 65,475.00  
**Purchase Order #:** P2600302  
**Vendor Code:** X00135753

**Vendor:** Pocket Nurse Enterprises  
**Item Description:** All Lab Supplies for Spring/Summer 2026  
**Amount:** \$ 88,693.59  
**Purchase Order #:** P2600364  
**Vendor Code:** POCNUR

### Recommendation

Motion to approve the purchases over \$65,000 for the months of November & December 2025 as written.

# Capital Improvement Projects Report

## Agenda Item: 0126-14

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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 January 2026 as written.

Capital Improvement Projects FY 2025-2026			
January 2026 Update			
Project Description	CIP Budget	Expended or PO issued as of 12/31/25	Progress To Date
Safety			
Fire Safety Upgrades	\$75,000	\$125,959	The existing fire alarm panel and devices were replaced at the Leesburg Campus Health Science Center during the week of Thanksgiving. The fire alarm system upgrade work for the Gym began December 15th and expected to continue through January.
Safety Upgrades	\$100,000	\$90,415	Funds have been expended on door locks, repairing gate valves, and for cabling to expand the emergency speaker system.
Roofs and Building Envelope			
Building Envelope	\$45,000	\$0	Building exterior maintenance and repairs as needed for all Campuses.
Leesburg Campus Building M Exterior Wall Refurbishment	\$30,000	\$10,680	The west exterior wall cleaning, repairs and painting work completed over winter break. Gutter repair will be scheduled this January to complete the project.
Leesburg Campus Science-Math Roof Refurbishment	\$120,000	\$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 when the conditions worsen. This work will need to be delayed at least until the next Fiscal Year due to the unbudgeted cost.
Roof Maintenance and Repairs	\$25,000	\$0	Roof maintenance and repairs as needed for all Campuses.
Paving-Grounds			
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	\$7,705	On going as needed.
Parking Lot Repairs and Sealing/Striping	\$280,000	\$7,000	Several concrete repairs were completed at the Leesburg Campus late Sept., including Lake Hall sidewalk, Science-Math handicap areas and pot-holes. A PO is in process for Paquette to resurface and restripe at the South Lake Campus, primarily around CML and Bldg.1 parking lots. This work is proposed over spring break or June 2026.
South Lake Campus Concrete Slab Refresh	\$8,000	\$0	A PO is currently in process to resurface the concrete slab and apply a color coating to match the adjacent basketball court.

Capital Improvement Projects FY 2025-2026			
January 2026 Update			
Project Description	CIP Budget	Expended or PO issued as of 12/31/25	Progress To Date
New Structure			
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	\$1,089,420	Design Development efforts completed Aug. 13, 2025. Construction Documents and recommendation for CMAR services to award are pending. Owner occupancy is projected by Fall 2027.
HVAC			
HVAC Controls	\$120,000	\$57,701	Automated Logic completed the controls retrofit work for the Leesburg Campus Student Services Building 1st floor in December . A proposal is also in review for the Health Science Center.
HVAC Projects (exhaust fans, air handler units, coil overhaul, etc.)	\$300,000	\$121,033	On going maintenance, repairs and replacements for all Campuses. At the Leesburg Campus; the Student Center 8 Ton Trane HVAC Sys was replaced in December. The Williams-Johnson Bldg. AHU heating coils are scheduled for replacement early 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	\$50,000	\$0	In planning to replace three transformers inside SL Bldg.2. Quotes are currently in review.
General			
Furniture and Equipment (All Campuses)	\$75,000	\$10,011	On going procurement as approved by leadership.
ADA Braille Room Signage	\$30,000	\$15,000	New signs are in procurement and being prioritized across multiple buildings; including Sumter Bldgs. 1&5 and Leesburg Campus SSB & Lake Hall.
Signage (All Campuses)	\$40,000	\$5,109	In planning and programming.
College Vehicles	\$110,000	\$98,280	Acquired two vans end of July 2025. College logo have been installed on the vans.

Capital Improvement Projects FY 2025-2026			
January 2026 Update			
Project Description	CIP Budget	Expended or PO issued as of 12/31/25	Progress To Date
Building Upgrades			
Athletic Complex Upgrades	\$50,000	\$20,490	New Baseball and Softball Field Scoreboards are operational. In planning to install electrical for Hud1 outfield cameras.
Leesburg Campus Library Demolition	\$375,000	\$7,500	Faden Builders' GMP proposal approval to demo the Library is pending.
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	\$20,000	\$0	New flooring installed August 2025 with Foundation donation.
Painting Projects	\$20,000	\$0	In planning.
Restroom Refresh	\$55,000	\$36,900	Leesburg Campus Lake Hall and Student Services Building single use restrooms flooring restoration completed early October. Lake Hall's main Men and Women's restroom refresh, including epoxy flooring and recoating of the walls, completed in December. Additional restrooms are also in planning.
South Lake Campus Building-2, 1st Floor Remodel	\$160,000	\$9,884	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	In planning with Nursing and IT Teams. Elevate Healthcare is scheduled to install additional cameras and microphones Feb. 9th. IT cabling will need to be installed first.

## Proposed Curriculum Changes

## Agenda Item: 0126-15

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### Background/References

Per Florida Statute 1001.64, each District Board of Trustees is specifically authorized to adopt rules, procedures, and policies, consistent with law and rules of the State Board of Education, related to its mission and responsibilities as set forth in s. 1004.65, its governance, personnel, budget and finance, administration, programs, curriculum and instruction, buildings and grounds, travel and purchasing, technology, students, contracts and grants, or college property. The Curriculum Committee prepares a monthly report on the status of committee business.

### Description

A report on the status of Curriculum Committee transactions approved by the Strategic Planning Council and the President's Cabinet is attached.

### Recommendation

Motion to approve the proposed curriculum changes as written.



Lake Sumter  
State College

## Curriculum Proposals

No.	ACTION	COURSE	PROGRAM/COURSE TITLE
18	Credit Course Modification	MGF 1131	Mathematics in Context
33	Credit Program Modification		Building Construction Management AS
34	Credit Program Modification		Health Services Management AS
34a	Credit Course Addition	HIM 2653	Medical/Electronic Health Record Systems
34b	Credit Course Addition	HSA 1380	Healthcare Quality Management
34c	Credit Course Addition	HSA 2001	Interprofessional Team-Based Health Care
34d	Credit Course Addition	HSA 2322	Health Insurance and Payment Systems
34e	Credit Course Addition	HSC 1149	General Pharmacology for Health Professionals
34f	Credit Course Modification	HIM 2012	Medicolegal Aspects of Records
34g	Credit Course Modification	HSA 1102	Issues and Trends in Health Care
35	Credit Program Addition		Health Care Services Specialist CCC
36	Credit Program Deletion		Medical Office Management CCC
37	Credit Course Modification	DEP 2004	Psychology of Human Development
38	Credit Course Deletion	PHI 2630	Contemporary Ethics
40	Credit Course Modification	CJE 1002	Introduction to Law Enforcement
41	Credit Course Modification	CCJ 1001	Introduction to Criminology
42	Credit Course Modification	CJC 1000	Introduction to Corrections
43	Credit Program Modification		RN-BSN
43a	Credit Course Modification	NUR 4829	Leadership and Management in Nursing
43b	Credit Course Modification	NUR 4837	Health Care Policy and Economics in Nursing

**Background/References**

Per Florida Statute 1001.64, each District Board of Trustees is specifically authorized to adopt rules, procedures, and policies, consistent with law and rules of the State Board of Education, related to its mission and responsibilities as set forth in s. 1004.65, its governance, personnel, budget and finance, administration, programs, curriculum and instruction, buildings and grounds, travel and purchasing, technology, students, contracts and grants, or college property. The Curriculum Committee prepares a monthly report on the status of committee business.

**Description**

A report on the status of Curriculum Committee transactions approved by the Strategic Planning Council and the President's Cabinet is attached.

Due to the discontinuation of the Honors Program, the courses have been deleted and are not included in the 2026–2027 General Education list.

**Recommendation**

This item is for informational purposes only.



Lake Sumter  
State College

## Curriculum Updates

ACTION	COURSE	PROGRAM/COURSE TITLE
Credit Course Deletion	BSC 1010CH	General Biology I w/Lab Honors
Credit Course Deletion	BSC 1011CH	General Biology II w/Lab Honors
Credit Course Deletion	CHM 2045CH	General Chemistry I w/Lab Honors
Credit Course Deletion	CHM 2046CH	General Chemistry II w/Lab Honors
Credit Course Deletion	LIT 2000H	Introduction to Literature Honors
Credit Course Deletion	MAC 2311H	Calculus with Analytic Geometry I Honors
Credit Course Deletion	PHY 1020CH	Conceptual Physics Honors
Credit Course Deletion	POS 2041H	American National Government Honors
Credit Course Deletion	STA 2023H	Elementary Statistics I Honors
Credit Course Deletion	THE 1000H	Theater Appreciation Honors

# **PRESIDENT'S REPORT**



# **VICE PRESIDENT'S REPORTS**



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

**Dr. Laura Byrd, Executive Vice President, Operations**

**Access**

***Institutional Advancement***

- The LSSC Foundation received 1,288 scholarship applications for Spring 2026 and awarded 1,157 students \$552,000 in scholarships.
- The 2026 Annual Campaign raised over \$350,000, of which \$48,934 was donated by 46% of the Faculty and Staff. The campaign goal of \$275,000 was exceeded by 22%. Thank you for your support!
- The LSSC Foundation held Giving Tuesday on December 2, 2025, bringing in more than \$1,600 in new gifts!
- The Annual Shamrock Shuffle is scheduled for Saturday, March 7, 2026, on the South Lake Campus. Please help support this event by participating, volunteering, or sponsoring.
- The 40<sup>th</sup> Annual Gala: *Ruby Ball* will be on Friday, April 10, 2026, at the Brownwood Hotel & Spa. Sponsorships are available but will sell out soon! We're also accepting silent and live auction items. Thank you to Ernie Morris Enterprises for their 25<sup>th</sup> year serving as the presenting sponsor!
- The LSSC Foundation is launching a series of campaigns to support the college with the Workforce Development Center furniture, fixtures and equipment, Health & Human Performance Center, Eustis Workforce Education Center, and South Lake Building 2 Renovations.

**Student Learning & Success**

***Institutional Advancement***

- The Marketing team is working with Palabra Media to strengthen the college's online presence, improve website traffic, and ensure compliance with current standards.
- The ECHO TV channels were launched in October with a focus on the flagship program, *Heart of Lake-Sumter*.
- Registration is now open for the Scholarship Dinner, to celebrate the past year of scholarship recipients and the donors that made it possible. Please plan to join us on Tuesday, February 24, 2026.

**Learning & Work Environment**

***Institutional Advancement***

- The LSSC Foundation is searching for an Executive Director of Major Giving, a Director of Alumni Relations, and a Development Officer. Please share these opportunities with your colleagues.

***Human Resources***

- Advancing strategic priorities focused on workforce effectiveness, compliance, leadership development, and employee experience.
- Key progress includes the distribution of updated Staff Position Descriptions. Developed onboarding enhancements, including a new Welcome Letter, and updated the benefits section of the Employee Handbook.
- Employee relations and compliance remain a priority. Conducting a I-9 audit to demonstrate good-faith compliance and continues to transcript audits and personnel file clean-up efforts. Required Canvas training completion is underway to ensure institutional compliance.
- Strategic projects for 2025 are progressing, including the launch of automated exit interviews, development of confidentiality and conflict-of-interest agreements.
- Developing cohort-based leadership training within the Lakehawk Leadership Academy and offering monthly training for managers. The training was delivered in three sessions beginning in November through February with College leadership participating.

**GIFTS AND CONTRIBUTIONS RECEIVED**

November 1, 2025 – November 30, 2025

\$35,670.33

**Academic Affairs Division**  
**Updated for the President and District Board of Trustees**  
**January 2026**

**Ms. Karen Hogans, Vice President of Academic Affairs**

**Access**

- As of 12/17/25, the Bachelor of Science in Elementary Education program is fully certified. Graduates are eligible for Florida teacher certification with Reading and ESOL endorsements.
- On 11/14/25, LSSC hosted 206 high school students from Lake and Sumter Counties for Educator Preview Day, featuring program breakout sessions and student-club visits. Twenty-six volunteers, faculty, and staff supported presentations, tours, and lunch service.

**Student Learning & Success**

- Dr. Megan Cavanah, Jeff Stephens, and Dr. Deep Kundu attended UCF's Fall 2025 Engineering Curriculum Alignment meeting on 11/14 to inform engineering coursework for the Engineering Specialized A.A. transfer pathways.
- Fifty-two ASN graduates participated in the Nurse Pinning Ceremony; 14 MLT graduates attended their pinning/white coat ceremony; and the BSN program celebrated its largest cohort to date with 43 graduates.

**Workforce Development**

- LSSC submitted the Real Estate Development and Design A.S. degree application to the Division of Florida Colleges, expected for State Board review on April 15, 2026. The prospectus has also been submitted to SACSCOC.
- Dr. Chris Sargent attended UCF's inaugural *Policy in Progress* series on Building Orlando's Workforce. Discussions highlighted employer skill gaps—particularly in digital literacy, durable (soft) skills, job-specific skills, and the growing importance of AI and cybersecurity across industries.

**Learning & Work Environment**

- Dr. Roland Nuñez held a full-day SLS orientation for Lake County Schools faculty teaching SLS in Spring 2026.
- Dr. Justin Greathouse collaborated with TI to implement UDOIT for ADA course accessibility. New instructional tools (eGlass, podcasting equipment, 3-D printer) are now available in the South Lake innovation studio. The faculty mentoring program is finalized for January 2026 launch, and adjunct academy drop-ins supported part-time faculty.
- Academic Affairs leaders attended the Division of Florida Colleges Joint Council/AFC Conference (Nov. 12–14) to stay current on state requirements and build connections with peer institutions.
- Student Laurensky Louissaint was named FCSAA Theatre Student of the Month for December.
- The December 2025 production of *Antigone* earned an **Excellent** rating from the FCSAA. Four students received Honorable Mentions: Madison Winegard and Montrellis Williams (acting), Maxwell Taylor-Hazel (scenic design), and Naysha White (performance).
- Aspacia Lindstrom served as an adjudicator for the D2 Junior Thespian District Festival on November 8, evaluating Large Group Musical events.

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

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

#### **Enrollment Summary:**

Fall 2025 enrollment concluded with a record-high 7,279 students, an increase of 19.3% (+1,180) over the previous year; full-time equivalency (FTE) increased by 21.4%. Spring 2026 enrollment stands at 6,874 headcount (as of 1/8), a 21.1% increase (+1,196) over this time last year. The Spring 2026 semester begins on January 12. Admission application windows for Spring 2026, Summer 2026, and Fall 2026 terms are open.

#### **Access**

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

- Spring 2026 applications are ahead by 70.6% (+1,277); Summer 2026 is ahead by 48.8% (+79); Fall 2026 is ahead by 5.9% (+48).
- First-time enrollment is up to 1,528 (fall & spring combined), ahead by 18.2% (+235).
- Over 200 Sumter County high school students completed orientation and enrolled in SLS 1122: Strategies for Student Success. This is a pilot program to increase student achievement in high schools across Lake and Sumter Counties.

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

- Processing 2026-2027 FAFSAs since opening in October, in addition to 2025-26. Received 7,462 submissions for the 2025-26 period so far, and 2,457 for the 2026-27 period, representing a 25.9% increase (+1,535) compared to this time last year.
- This process started three months ahead of last year, a positive for students and internal operations in preparation for the coming academic year.

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

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

- Awarded 425 credentials for Fall 2025, an increase of 27.2% (+91) over last year.
- Fall-to-spring retention is up to 73.8%, trailing last year's final total by 3.8%. Returning students will continue to enroll through the add/drop period and B terms.
- Launched a self-paced orientation and advising option on December 15. To date, 237 students have completed the online asynchronous orientation through the soft launch.

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

- Student-Athletes finished the fall semester with a 3.16 GPA overall. Over 100 (out of 147) students finished with a GPA above 3.0; 24 earned a perfect 4.0 GPA.
- The Head Softball Coach job is posted as Jay Miller enters his final season as the Head Coach.
- Baseball, Softball, Beach Volleyball, M&W Track & Field, and M&W Golf enter their championship seasons and have opening competitions scheduled through January & February.

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

- Welcome Week will run January 12-16 with a full schedule of activities designed to support the start of the academic term. Programming will include resource and information sessions, games, food, and community-building events.
- Welcome Bash events are scheduled at all four campuses during the last week of January to continue welcoming students and strengthening campus engagement.
- Career and Internship Expos are scheduled for Leesburg and South Lake in February. The Relay Tech Fair will also be held in February at the Sumter Campus.

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

- Since August, the Lakehawks' Harvest Food Pantry on the Leesburg campus has distributed 4,787.97 pounds of food and essential items through 723 student visits.
- Implemented a new annual safety training program for students focused on alcohol and drug abuse prevention, hazing prevention, and sexual assault awareness. Over 1,500 students completed the training during the fall semester.

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

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

**Learning & Work Environment**

***Leesburg Campus***

- Renovations have completed in the Lake Hall restrooms. These renovations include new epoxy floors and modifications to the wall tile color. Old mix-matched sinks were replaced as well as new LED lighting added.
- Building envelope repairs were made to the west wall of Bldg. M to reduce moisture and insects from getting into the mechanical room. A small section of roof gutter was also replaced.
- The brick pavers in front of the Student Services Building were repaired/replaced, cleaned, and sealed. The pavers at the front entrance of the Health Sciences Building were also cleaned and sealed.
- The chillers and cooling towers at the chiller plant were serviced and recommendations for further repairs were made and are being followed up on.
- A heater coil on the AHU in the Williams-Johnson Building has been replaced.

***South Lake Campus***

- Prior to the start of spring 2026 classes, repairs have been made to sidewalks that were deemed as tripping hazards.
- The paver patio by the Building 2 lounge has been repaired due to sinking pavers from tree trunk or root rot.
- A mechanical vendor is repairing classroom electrical reheat issues occurring in aging VAVs.
- In Bldg. 2, HVAC controls are being replaced for the chiller and 1<sup>st</sup> floor air handler unit.

***Sumter Center***

- Renovations to the former biology lab 1114 in Bldg. 1 are complete. This project included the removal of cabinetry and water lines/drains for the sinks. Data drops will be completed for the computer connection and new computers are being purchased. The floor in the room has been stripped and waxed prior to computer tables being moved into the new AutoCAD lab.
- The grounds team has been pressure washing sidewalks throughout the campus while the student traffic and grass growth has slowed in December(all locations).
- A mobile ComfortLink Navigator is being purchased for one of the Carrier HVAC units for Bldg. 4 to better control and interface with the outside condenser unit.

**Technology Innovation Division  
Update for the President and District Board of Trustees  
January 2026**

**Nick Kemp, Vice President of Technology Innovation/CIO**

**Learning and Work Environment**

- In December, over 180,000 phishing emails and cyberattack attempts were intercepted, bringing the year-to-date total to more than 1.15 million mitigated threats—averaging one every 27 seconds. Continuous 24/7 monitoring neutralizes threats before reaching staff, preventing disruptions and minimizing exposure to credential theft. Ongoing investments in security protocols and training are strengthening cybersecurity culture, with rising employee engagement enhancing overall threat containment and risk reduction.
- The Enterprise Team, in collaboration with ESA, launched a New Online Student Orientation that delivers essential academic and support resources through a flexible, self-paced platform. This initiative improves student preparedness, engagement, and retention while advancing Lake Sumter State College's commitment to student success.
- A new technology-driven fraud detection system has been implemented to identify and prevent fraudulent applicants during admissions and financial aid. Using advanced analytics and real time verification, the system strengthens process integrity, ensures compliance, and improves staff efficiency. This investment protects genuine students, reduces financial risk, and reinforces Lake-Sumter State College's commitment to accountability and operational excellence.
- The Universal Design Online Content Inspection Tool (UDOIT) in Canvas helps faculty create accessible course materials through automated scans and quick fixes. The college is also exploring Argos Accelerators to integrate data across departments, improving real time insights and decision making.
- The new Apex Admissions application has been launched successfully, streamlining onboarding and setting record usage levels. With project ownership transitioned in-house, the team continues refining the platform and developing the Dual Enrollment application for on time completion, ensuring a responsive and efficient admissions process.
- The Sumter Pavilion WiFi and camera project is complete, with all point-to-point infrastructure, three cameras, an access point, and supporting network equipment installed and configured. The pavilion now has full wireless coverage and operational connectivity.
- All SH and SM adjunct computers have been fully installed, imaged, and deployed in office commons areas. This completion expands shared workspace access and enhances computing resources for adjunct faculty.
- Cat6a infrastructure upgrades in Leesburg are nearly complete, with final testing underway to close out the infrastructure phase. These upgrades will enhance outdoor speakers, improve Nursing Classroom technology, and support upcoming office expansions.
- Work is progressing on the Health Science Simulation Labs to upgrade AV, camera, and microphone systems in partnership with key stakeholders. Planning is underway to finalize scope, integrate LearningSpace components, and explore adding a centralized server and Observation Room in HSC 109.

# **BOARD ATTORNEY'S REPORT**





January 6, 2026

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

Re: Board Attorney Report for January, 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. Plaintiff filed an amended complaint on August 24, 2025 adding additional parties. On December 15<sup>th</sup> Attorney Mitchell filed an Answer and Affirmative Defenses on behalf of the College to the Plaintiff's Third Amended Complaint. Other named defendants have also filed responsive pleadings to Plaintiff's Third Amended Complaint. In earlier December the College also filed answers to discovery propounded by Plaintiff re: Interrogatories, Request for Production and Requests for Admissions.

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. On July 3, 2025 attorney Levitt filed an Answer and Affirmative Defenses on behalf of the College. Mediation previously scheduled on January 13, 2026 has been cancelled because the parties are not prepared for mediation. I anticipate a call with attorney Levitt next week to discuss the status.

Sheila 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. A Case Management Order was entered on

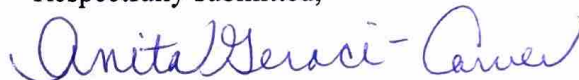
Lake Sumter State College  
January 6, 2026  
Page 2 of 2

August 26, 2025. The Court entered an Agreed Order Setting Aside Default. Attorney Brian Koji is defending the College in this case and will move forward with conducting discovery.

Notice of Charge of Discrimination: EEOC: 15D-2025-01049: An employee filed a complaint of employment discrimination with the Florida Commission on Human Relations for alleged violations "on the basis and issues of ADA, failure to accommodate, harassment and intimidation. The claim has been filed with the Consortium and the College consulted with attorney Brian Koji. Attorney Koji filed a response on August 25, 2025 on behalf of the College stating that the charges are without merit and requesting the Commission dismiss the charges. The employee resigned September 19, 2025. On November 25, 2025 a Determination of No Reasonable Cause was entered by the Florida Commission on Human Relations (Commission). This matter will be removed from future reports.

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

AG

# BOARD COMMITTEE REPORTS



## Board Committee Reports

## Agenda Item: 0126-20

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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**

# NEW BUSINESS



## **Second Reading of Board Rule 2.02 Non-Discrimination**

**Agenda Item: 0126-21**

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### **Background/References**

The District Board of Trustees is authorized to establish rules in accordance with the Administrative Procedures Act (Florida Statutes 1001.64) that insure proper operation, improvement, and management of the College consistent with the rules adopted by the State Board of Education.

### **Description**

Board Rule 2.02 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 the updated non-discrimination statement and removes any reference to gender.

### **Recommendation**

Motion to approve Board Rule 2.02 Non-Discrimination as written.

**LAKE-SUMTER STATE COLLEGE  
BOARD RULE**

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**TITLE:** Non-Discrimination

**NUMBER 2.02**

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**AUTHORITY :** Title VII, Civil Rights Acts of 1964,  
Title IX of the Education Amendments of 1972,  
The Florida Civil Rights Act, The Clery Act,  
The Violence Against Women Act, F.S. 1000.05.

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**PAGE 1 of 1**

**HISTORY :** New - 04/15/87  
Amended- 06/19/96, 06/20/01, 09/20/05, 06/24/13, 09/16/15  
Reviewed-09108109

**DATE ADOPTED :**

**9/16/15**

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**REFERS TO PROCEDURE NUMBER:**

**PRO 2-07**

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1. The District Board of Trustees affirms adherence to equal access/equal opportunity in accordance with the provisions of the Florida Educational Equity Act (FS1000.05), Title IX and all other relevant state and federal laws, rules, regulations and executive orders.
2. Lake-Sumter State College assures civil rights for its students, employees, visitors, and contractors. LSSC prohibits discrimination on the basis of race, color, national origin, ethnicity, sex, age, disability, marital status, pregnancy, veteran status, religion, sexual orientation, or genetic information in any of its programs, activities, employment, and contracts.
3. The President shall provide equal access and equal opportunity for all services made available by the College and to conduct all employment programs, policies and practices, educational programs, training and activities in a non-discriminatory manner.
4. The President or designee shall provide for hearing and responding to complaints dealing with alleged misconduct and/or discrimination made by an employee, a student, an outside contractor, an applicant for employment, admission to the College and all others affiliated with the College.
5. The President or designee shall ensure that College rules and procedures are established and implemented that identify specific actions to ensure the safety and security of all affiliated with and/or in attendance at any College sponsored, College-affiliated and College sanctioned activities and events in accordance with all relevant state and federal laws, rules, regulations and executive orders.
6. The District Board of Trustees intends that a prompt and equitable resolution of any allegation be reached through a procedure (process) that is free of coercion, interference, restraint, discrimination, retaliation, harassment or reprisal and that affords the complainant adequate opportunity to resolve the complaint.

## **Ranking of Design- Build Services Proposal for Workforce Development Center**

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**Agenda Item: 0126-22**

### **Background/References**

Per Florida Statute 1001.64, each board of trustees shall be responsible for cost-effective policy decisions appropriate to the Florida College System institution's mission, the implementation and maintenance of high-quality education programs within law and rules of the State Board of Education.

### **Description**

At the last meeting on 12/4/25, the Board of Trustees voted to public notice soliciting other proposals for the design and build of the Workforce Development Center on the Leesburg Campus to evaluate in conjunction with the unsolicited proposal received for review at a future meeting.

If the Board elects to move forward with evaluating the proposals, the Board is required to rank the proposals received in order of preference. In ranking the proposals, the Board may consider factors that include, but are not limited to:

- a. Professional qualifications
- b. General business terms
- c. Innovative design techniques or cost-reduction terms,  
and
- d. Finance plans, if any.
- e. The professionals' evaluation.

### **Recommendation**

Motion to rank the proposals in order of preference for the Workforce Development Center and direct the President or designee to begin negotiations of a comprehensive agreement for the Board's consideration.

# **Leesburg Campus Workforce Development Center RFQ 26-01 CMAR Selection**

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## **Agenda Item: 0126-23**

### **Background/References**

Florida Statutes 1013.45, 287.055, and the State Requirements for Educational Facilities speak to the advertising, awarding contracts, and prequalification of contractors.

Progress continues on the Leesburg Campus Workforce Development Center project. HuntonBrady has begun architectural and engineering design development. The next phase of this project is the solicitation of construction management services for facility construction.

### **Description**

LSSC issued RFQ 26-01, Request for Qualifications for Construction Manager at Risk & Preconstruction Services for the Workforce Development Center. LSSC received five responses to the RFQ. The submission packages were reviewed by a committee in a two-step process which combined the scores of the written material submitted with the scores from the subsequent presentation/interviews conducted to arrive at a ranked short-list of the applicants. The short-listed contractors in rank order were determined to be the best for meeting the needs for this project. The following short-listed contractors are:

1. Skanska
2. Pirtle
3. Welbro

It is recommended that the ranked short-list of contractors be approved and authority delegated to the president and president's designees to enter into contract negotiations with the highest ranked contractor for the preconstruction and construction of the Workforce Development Center. Should negotiations be unsuccessful with the top ranked contractor, negotiations will be terminated and shall progress in rank order of the contractors until successful contract negotiations are accomplished.

This item is being brought back from previous District Board of Trustees meetings for consideration.

### **Recommendation**

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

LSSC RFQ 26-01 CMAR Workforce Development Center Score Summary

[Back to agenda](#)

**ITEM: 0126-23**

			APPLICANTS				
			CPPI	Scorio	Pirtle	Welbro	Skanska
		MAX	1	2	3	4	5
ROUND 1 - SUBMITTAL REVIEW							
1	Introduction and References - Tab 1	15	13.667	13	13.667	13.333	13.667
2	Qualifications and Staffing - Tab 2	25	21.667	22	24	23.667	24
3	Methodology – Tab 3	30	26.667	27	28.333	29	29
4	Financial Strength – Tab 4	5	5	5	5	5	5
5	Experience Building Dynamic Learning & Multi-Media Environments – Tab 5	20	17	17.667	18.667	17.333	17.667
6	Required Documents – Tab 6	5	5	4.6667	4.6667	4.6667	5
	<b>SUB- TOTAL SUBMITTAL SCORE</b>	<b>100</b>	<b>89</b>	<b>89.333</b>	<b>94.333</b>	<b>93</b>	<b>94.333</b>
ROUND 2 - INTERVIEW & PRESENTATION							
1	Introductions/Qualifications/Staffing	30	29	24.667	29.667	28.333	29.667
2	Alignment with Vision & Strategy	25	24	23	23	23.333	25
3	Methodology	45	41	36.667	44	43.333	43.333
	<b>SUB-TOTAL INTERVIEW SCORE</b>	<b>100</b>	<b>94</b>	<b>84.333</b>	<b>96.667</b>	<b>95</b>	<b>98</b>
TOTAL CUMULATIVE SCORE AND RANKING							
<b>GRAND TOTAL CUMULATIVE SCORE</b>		<b>200</b>	<b>183</b>	<b>173.67</b>	<b>191</b>	<b>188</b>	<b>192.33</b>
<b>RANKING</b>			<b>4</b>	<b>5</b>	<b>2</b>	<b>3</b>	<b>1</b>

# 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

Transforming **lives** and **futures**  
throughout our community