



STATE COLLEGE OF FLORIDASM
MANATEE - SARASOTA

DISTRICT BOARD OF TRUSTEES

SCF Mission:

State College of Florida, Manatee-Sarasota, guided by measurable standards of institutional excellence, provides engaging and accessible learning environments that result in student success and community prosperity.

SCF Vision:

State College of Florida, Manatee-Sarasota is the region's first choice for innovative, responsive, quality education, workforce training and community partnership.

SCF Values:

Integrity. We have a tradition of delivering our promises responsibly and transparently.

Collaboration. SCF is boldly engaging our partners to achieve the dynamic future we envision.

Innovation. We define best practices and create opportunity with forethought.

Inclusivity. SCF is an open access institution where all are welcomed and supported as part of the SCF college community.

<p style="text-align: center;">AGENDA</p> <p style="text-align: center;">The District Board of Trustees</p> <p style="text-align: center;">State College of Florida, Manatee - Sarasota</p> <p style="text-align: center;">Regular Meeting</p> <p style="text-align: center;">SCF Bradenton – Board of Trustee Room 7/160 & TEAMs</p> <p style="text-align: center;">February 25, 2025 5:30 pm</p>
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1. **Meeting Call to Order – Mr. Thomson**
2. **Invocation and Pledge of Allegiance - Dr. Nielsen**
3. **Public Comment - Mr. Thomson**
4. **President’s Report - President Gregory**
5. **SCF Mission Moment - Business and Technology Faculty, Jason Reed & Susan Melichar**
6. **Enrollment & Retention - Dr. Ryan Hale & Dr. Brittany Nielsen**
7. **Fund Accounting - Julie Jakway**
8. **Approval of Non-Financial Consent Agenda Items (“Consent Agenda A”)**

Exhibit A:	Minutes of January 28, 2025 BOT Meeting - Page 5
Exhibit B:	Amended Spring 2025 Lifelong Learning & Workforce Development Schedule - Page 8
Exhibit C:	SCFCS Annual Accountability Report - Page 13
Exhibit D:	SCFCS Out of Country Travel Requests - Page 31
Exhibit E:	HR Personnel Actions Monthly Report January 2025 - Page 37

9. **Approval of Financial Consent Agenda Items (“Consent Agenda B”)**

Exhibit F:	Monthly Financial Report Dec. 2024 - Page 38
Exhibit G:	Budget Amendment FY 2024-25 Dec. 2024 #19 - 20 - Page 43
Exhibit H:	SCFCS Financial Report(s) Dec. 2024 - Page 45
Exhibit I:	Acceptance of Gifts and Grants Dec. 2024 - Page 47
Exhibit J:	Property Disposals - Page 48

10. **Facilities Project List (Informational Only) - Chris Wellman**

Exhibit K: Project List - Page 50

11. **Public Notice, Public Hearing and Final Action for Revised Rule – Board Chair**

Synopsis of Pending Rule Revisions for Final Action - Mr. Prouty

Exhibit L: Appointment of Personnel No. 6HX14-2.06 - Page 51

12. SCF Foundation Update - Cassandra Holmes

13. Old Business

14. New Business

15. Board Comments

16. Board Adjournment

MINUTES**THE DISTRICT BOARD OF TRUSTEES -- STATE COLLEGE OF FLORIDA, MANATEE – SARASOTA
REGULAR MEETING**

Date: January 28, 2025 5:30 p.m.**Location:** SCF Bradenton**Proceedings:**

The District Board of Trustees of State College of Florida, Manatee – Sarasota held a Regular Meeting on January 28, 2025 at SCF Bradenton.

Board Members Present: Mike Fuller, Taylor Collins, Jaime DiDomenico, Mark Goodson, and Ryan Moore. **Absent:** Rod Thomson and Britt Riner

Administrators Present: President Tommy Gregory, Vice Presidents Julie Jakway, Dr. Ryan Hale and Dr. Brittany Nielsen, Interim Provost Dr. Patrica Rand, and General Counsel Steve Prouty.

1. Meeting Call to Order - Mr. Fuller

Mr. Fuller called the meeting to order at 5:30 pm.

2. Invocation and Pledge of Allegiance

Dr. Nielsen delivered the invocation and led the pledge.

3. Public Comment

SCF Faculty member, Kristen Zaborski, made public comment on faculty compensation.
 SCF Faculty member, Anna Wasilewska, made public comment on faculty compensation.
 SCF Faculty member, Colleen Page, made public comment on faculty compensation.
 SCF Faculty member, Linda McKeag, made public comment on faculty compensation.
 SCF Faculty member, Jennifer Bieselin, made public comment on faculty compensation.
 SCF Faculty member, Katherine Bzura, made public comment on faculty compensation.

4. President's Report

President Gregory acknowledged the faculty's concerns, their dedication to the students, and his commitment for additional recurring dollars.
 President Gregory introduced and welcomed Dr. Rand, SCF's Interim Provost.

5. Mission Moment - SCF Graphic Arts - SCF Faculty, Brenda Harrison & SCF Student, Sean Conley

Ms. Harrison provided the Board members an overview of the Graphic Arts program at SCF.

6. Approval of Non-Financial Consent Agenda Items (Consent Agenda A)

Exhibit A:	Minutes of December 10, 2024 BOT Meeting - Page 5
Exhibit B:	Revised 2024-2025 Board of Trustees Meeting Calendar - Page 8
Exhibit C:	Minutes of December 3, 2024 Traffic Safety Institute Advisory Committee Meeting - Pg 9
Exhibit D:	Amended Spring 2025 Lifelong Learning & Workforce Development Schedule - Page 12
Exhibit E:	Curriculum Revision (CDR) Report January 2025 - Page 16
Exhibit F:	HR Personnel Actions Monthly Report November-December 2024 - Page 18
Exhibit G:	SCFCS Out of Field Report - Page 20
Exhibit H:	SCF SCFCS & SCFVC Articulation Agreement 2025-2026 - Page 22
Exhibit I:	Annual Comprehensive Safety Inspection Report 2024-2025 - Page 39
Exhibit J:	2025-2026 Academic Calendar - Page 51
Exhibit K:	2026-2027 Academic Calendar - Page 52

Mr. Goodson requested Exhibit E be pulled. After due discussion and consideration, Ms. Collins motioned to approve the Non-Financial Consent Agenda excluding Exhibit E, Mr. DiDomenico seconded, and the Board unanimously approved. After further discussion and consideration, Mr. Goodson motioned to approve Exhibit E, Mr. Moore seconded, and the Board unanimously approved.

7. Approval of Financial Consent Agenda Items (Consent Agenda B)

Exhibit L:	Monthly Financial Report Nov. 2024 - Page 53
Exhibit M:	Budget Amendment FY 2024-25 Nov. 2024 #16 -18 - Page 58
Exhibit N:	SCFCS Financial Report(s) Nov. 2024 - Page 61
Exhibit O:	Acceptance of Gifts and Grants Nov. 2024 - Page 63
Exhibit P:	Property Disposals - Page 64
Exhibit Q:	Grant No. 25-01 Italian/Italian American Classes – Pathway - Page 66

Ms. Collins motioned to approve the Financial Consent Agenda, Mr. DiDomenico seconded, and the Board unanimously approved.

8. Facilities Project List (informational Only) - Julie Jakway

Exhibit R: Project List - Page 68

9. Facilities

Construction Projects & Updates – Chris Wellman

Mr. Wellman highlighted the Annual Comprehensive Safety Inspection Report. Mr. Wellman brought to the attention of the Trustees that there were zero deficiencies in any buildings. Mr. Wellman commended the SCF Facilities crew for the outstanding work they do.

10. Synopsis of pending Rule Revision - Steve Prouty

Exhibit S: Appointment of Personnel No. 6HX14-2.06 - Page 70

Mr. Prouty provided the Board with a first look at the rule revisions. Mr. Prouty shared with the Trustees that the rule would be back next month for final action.

11. President's 2024-2025 Midterm Goal Report - President Gregory

President Gregory shared that the College was on track to accomplish this year's goals.

12. SCF Foundation Update - Cassandra Holmes

Ms. Holmes provided the Trustees with a SCF Foundation update regarding President Gregory's Inauguration event.

13. Old Business

None

14. New Business

None

15. Board Comments/Updates & Adjournment

Mr. Moore thanked Mr. Wellman for his presentation and Ms. Harrison for her presentation and introduction to the Graphics Arts program. Mr. Moore suggested a financial workshop for the Board would be helpful. President Gregory asked Ms. Jakway to provide a fund accounting presentation at the next meeting.

Ms. Collins commented that the presentations were great. Ms. Collins encouraged participation in the SCF summer camps.

Mr. DiDomenico agreed that the presentations were great. Mr. DiDomenico commented on the budget, acknowledging the need for more reoccurring dollars for SCF and urged to keep this matter a priority.

Mr. Goodson suggested a work session to take a closer look at the budget. Mr. Goodson expressed his concerns about student enrollment and retention. President Gregory asked Dr. Hale to present the data his team has collected regarding student retention at the next board meeting.

Mr. Fuller thanked the SCF Faculty for their comments and Ms. Harrison for her presentation.

The meeting was adjourned at 6:45 p.m.

Rod Thomson, Chair, Board of Trustees

Tommy Gregory, Secretary, Board of Trustees

AMENDED SCHEDULE OF NON-CREDIT COURSES, LIFELONG LEARNING AND WORKFORCE DEVELOPMENT, SPRING 2025

Class ID	Class Name	Start Date	End Date	Tuition Fee	Location	Instructor
16347	Social Security 101	1/21/25	1/21/25	\$0.00	SCF Lakewood Ranch (CIT)	Cornell
16348	Social Security 101	1/23/25	1/23/25	\$0.00	SCF Lakewood Ranch (CIT)	Cornell
16504	TOP - Active Threat	2/28/25	2/28/25	\$0.00	SCF Bradenton (Building 3)	Patten
16505	TOP - Excel - Level 1	1/29/25	1/29/25	\$0.00	SCF Lakewood Ranch (CIT)	Devine
16507	TOP - Excel - Level 3	1/28/25	1/28/25	\$0.00	SCF Lakewood Ranch (CIT)	Devine
16508	TOP - Excel - Level 4	2/21/25	2/21/25	\$0.00	SCF Lakewood Ranch (CIT)	Devine
16509	TOP - Stop the Bleed	2/28/25	2/28/25	\$0.00	SCF Bradenton (Building 3)	Patten
16513	TOP - Respect in the Workplace	3/21/25	3/21/25	\$0.00	SCF Lakewood Ranch (CIT)	Williams
16516	TOP - CPR	1/15/25	1/15/25	\$0.00	SCF Bradenton (Building 3)	Wardman
16517	TOP - CPR	3/12/25	3/12/25	\$0.00	SCF Lakewood Ranch (CIT)	Wardman
16518	TOP - Service Animals 101	3/26/25	3/26/25	\$0.00	Microsoft Teams	Lakey
16525	TOP - Transforming Your Emotionally Intelligent Leadership - INTER-Personal Development - Part 3 of 3 - SUPERVISOR LEADERSHIP TRACK	1/29/25	1/29/25	\$0.00		Bechtol
16526	TOP - SCF Library So Much More Than Books	2/11/25	2/11/25	\$0.00	Microsoft Teams	Hawkins
16527	TOP - Introduction to the Reference Interview	3/5/25	3/5/25	\$0.00	Microsoft Teams	Reece
16528	TOP - Customer Service	3/20/25	3/20/25	\$0.00	Microsoft Teams	Smith
16529	TOP - Achieving Institutional Effectiveness: A Step-by-Step Approach	3/13/25	3/13/25	\$0.00	Microsoft Teams	Pride
16530	TOP - Coaching for Performance and Promotion - SUPERVISOR LEADERSHIP TRACK	3/11/25	3/11/25	\$0.00	Zoom	Roth
16531	TOP - An Introduction to Student Veteran/Military Population	2/26/25	2/26/25	\$0.00	Microsoft Teams	Elkins
16536	TOP - Change Your Attitude & Change Your Life	1/16/25	1/16/25	\$0.00	Zoom	Roth
16560	TOP - Working with Difficult People SUPERVISOR LEADERSHIP TRACK	2/13/25	2/13/25	\$0.00	Zoom	Gutmann
16561	TOP - A.I. in the Classroom: Getting Familiar with ChatGPT and Google Gemini	2/20/25	2/20/25	\$0.00	Location : Online	Butulis
16562	TOP - Excel Formulas & Filtering	3/7/25	3/7/25	\$0.00	SCF Bradenton (Building 18)	Devine
16563	TOP - Excel Pivot Tables & Macros	3/7/25	3/7/25	\$0.00	SCF Bradenton (Building 18)	Devine
16564	TOP - Who's Who at SCF - Beyond College Credit	4/3/25	4/3/25	\$0.00	Microsoft Teams	Nilsson
16565	TOP - SMART Goals: How to Achieve More with Less	3/13/25	3/13/25	\$0.00	Microsoft Teams	Pride
16566	TOP - Canva	3/18/25	3/18/25	\$0.00	Location : Online	Link
16567	TOP - Creating a Culture of Care	2/20/25	2/20/25	\$0.00	SCF Bradenton (Building 3)	McNeil
16568	TOP - Office Organization 101	1/15/25	1/15/25	\$0.00	Location : Online	Smith

Exhibit B

(\$0.00 denotes paid by corporate.)

AMENDED SCHEDULE OF NON-CREDIT COURSES, LIFELONG LEARNING AND WORKFORCE DEVELOPMENT, SPRING 2025

Class ID	Class Name	Start Date	End Date	Tuition Fee	Location	Instructor
16569	TOP - Teamwork, Trust, and Empathy Building SUPERVISOR LEADERSHIP TRACK	2/19/25	2/19/25	\$0.00	Location : Online	Diasio
16570	TOP - Keyboarding to Type Faster, Correctly, and Accurately	2/5/25	2/5/25	\$0.00	Microsoft Teams	Reed
16583	Final Presentation (ELP)	2/12/25	2/12/25	\$0.00	Off-site Bradenton (contract training)	Roth
16595	Excel - Level 3	1/7/25	1/7/25	\$129.00	SCF Lakewood Ranch (CIT)	Devine
16596	Excel - Level 1	1/29/25	1/29/25	\$129.00	SCF Lakewood Ranch (CIT)	Devine
16598	TOP - SharePoint Deep Dive	2/4/25	2/4/25	\$0.00	Microsoft Teams	Pascale
16609	Overcoming Obstacles: Adapting & Handling Challenges	3/5/25	3/5/25	\$0.00	Off-site Venice (contract training)	Marco
16610	CareerEdge - All Industries Collaborative	1/15/25	1/29/25	\$0.00	SCF Lakewood Ranch (CIT)	Marco
16669	Children & Divorce (Spanish)	2/1/25	2/1/25	\$55.00	SCF Bradenton (Building 18)	Cestero
16675	Financial Strategies for Successful Retirement	1/28/25	2/11/25	\$89.00	SCF Venice (Building 800)	Dunlap
16677	AI Web Application Development	2/3/25	5/28/25	\$5,500.00		Hodge
16678	Cybersecurity and Cloud Computing Bootcamp	2/3/25	5/28/25	\$5,500.00		Ortiz
16694	CompTIA Security+ Certification	1/15/25	5/7/25	\$3,250.00	Microsoft Teams	Seymore
16695	Python Coding Specialist	1/13/25	3/12/25	\$3,250.00	SCF Bradenton (26 West Center)	Bagley
16696	WordPress Certified Editor	1/13/25	3/12/25	\$3,250.00	SCF Bradenton (26 West Center)	Link
16697	UX/UI Web Developer	1/14/25	3/6/25	\$3,250.00	SCF Bradenton (26 West Center)	Link
16698	AWS Cloud Practitioner	1/14/25	3/6/25	\$3,250.00		Lonseth
16699	JavaScript Coding Specialist	1/13/25	3/12/25	\$3,250.00	Location : Online	Taylor
16700	Java Oracle Fundamentals	1/14/25	3/6/25	\$3,250.00		Bagley
16704	Manatee Community Concert Band (February Concert)	1/7/25	2/8/25	\$0.00	SCF Bradenton (Building 11)	Cleary
16705	Manatee Community Concert Band (March Concert)	2/11/25	3/8/25	\$0.00	SCF Bradenton (Building 11)	Cleary
16706	Manatee Community Concert Band (April Concert)	3/11/25	4/5/25	\$0.00	SCF Bradenton (Building 11)	Cleary
16718	SCF Leadership Boot Camp	2/7/25	2/7/25	\$299.00	SCF Lakewood Ranch (CIT)	Dudley
16722	CPR Training	1/28/25	1/28/25	\$0.00	SCF Lakewood Ranch (CIT)	Landes
16738	Retirement Planning Today	1/28/25	2/4/25	\$49.00	SCF Lakewood Ranch (CIT)	Pope
16739	Social Security 101	2/18/25	2/18/25	\$0.00	SCF Lakewood Ranch (CIT)	Cornell
16740	Retirement Planning Today	1/30/25	2/6/25	\$49.00	SCF Lakewood Ranch (CIT)	Pope
16741	Social Security 101	2/20/25	2/20/25	\$0.00	SCF Lakewood Ranch (CIT)	Cornell
16742	Social Security 101	3/25/25	3/25/25	\$0.00	SCF Lakewood Ranch (CIT)	Cornell
16743	Social Security 101	3/27/25	3/27/25	\$0.00	SCF Lakewood Ranch (CIT)	Cornell
16744	Social Security 101	4/22/25	4/22/25	\$0.00	SCF Lakewood Ranch (CIT)	Cornell
16745	Social Security 101	4/24/25	4/24/25	\$0.00	SCF Lakewood Ranch (CIT)	Cornell
16767	Certified Personal Trainer (Hybrid)	3/29/25	5/10/25	\$899.00	Off-site, SCF Lakewood Ranch (CIT), Zoom	W.I.T.S.

(\$0.00 denotes paid by corporate.)

AMENDED SCHEDULE OF NON-CREDIT COURSES, LIFELONG LEARNING AND WORKFORCE DEVELOPMENT, SPRING 2025

Class ID	Class Name	Start Date	End Date	Tuition Fee	Location	Instructor
16774	English for College and Communication - Part 1 (Bradenton)	1/14/25	2/27/25	\$550.00	SCF Bradenton (Building 18)	Schleter
16790	Medicare 101 - Everything You Need to Know!	4/9/25	4/9/25	\$29.00	SCF Bradenton (Building 18)	Cochran
16791	Medicare 101 - Everything You Need to Know!	3/19/25	3/19/25	\$29.00	SCF Lakewood Ranch (CIT)	Cochran
16793	Medicare 101 - Everything You Need to Know!	2/12/25	2/12/25	\$29.00	SCF Venice (Building 300)	Cochran
16795	Retirement Readiness Masterclass	1/21/25	1/28/25	\$49.00	SCF Bradenton (Building 18)	Sherrill
16796	Retirement Readiness Masterclass	1/23/25	1/30/25	\$49.00	SCF Bradenton (Building 18)	Sherrill
16797	Retirement Readiness Masterclass	4/8/25	4/15/25	\$49.00	SCF Bradenton (Building 18)	Sherrill
16798	Retirement Readiness Masterclass	4/10/25	4/17/25	\$49.00	SCF Bradenton (Building 18)	Sherrill
16803	Online Workplace Communication Workshop 3	3/29/25	3/29/25	\$29.00		TBD
16804	English for College and Communication - Part 2 (Lakewood Ranch)	3/10/25	4/25/25	\$550.00	SCF Lakewood Ranch (CIT)	TBD
16805	Online English Conversation Confidence Workshop 1	2/1/25	2/1/25	\$29.00		Schleter
16806	English for College and Communication - Part 2 (Lakewood Ranch)	3/11/25	4/24/25	\$550.00	SCF Lakewood Ranch (CIT)	Schleter
16807	Online English Grammar Workshop 2: Subject and Verb Agreement	3/1/25	3/1/25	\$29.00		Schleter
16808	Online English Grammar Workshop 4: Verb Tenses	4/26/25	4/26/25	\$29.00		TBD
16809	Excel - Level 1	2/6/25	2/6/25	\$129.00	SCF Venice (Building 300)	Devine
16810	Excel - Level 1	3/25/25	3/25/25	\$129.00	SCF Lakewood Ranch (CIT)	Devine
16811	Computer Basics	2/25/25	2/25/25	\$129.00	SCF Lakewood Ranch (CIT)	Devine
16812	Excel - Level 4	2/11/25	2/11/25	\$129.00	SCF Lakewood Ranch (CIT)	Devine
16813	Excel - Level 4	4/9/25	4/9/25	\$129.00	SCF Lakewood Ranch (CIT)	Devine
16814	Excel - Level 2	2/19/25	2/19/25	\$129.00	SCF Lakewood Ranch (CIT)	Devine
16815	Excel - Level 2	4/22/25	4/22/25	\$129.00	SCF Lakewood Ranch (CIT)	Devine
16816	Excel - Level 3	3/12/25	3/12/25	\$129.00	SCF Lakewood Ranch (CIT)	Devine
16817	Music Theatre Ensemble	1/6/25	4/23/25	\$50.00	SCF Bradenton (Building 11A)	Dickerson
16818	Guitar Ensemble	1/6/25	4/23/25	\$50.00	SCF Bradenton (Building 11A)	Hindmarsh
16820	Jazz Combo	1/6/25	4/23/25	\$50.00	SCF Bradenton (Building 11)	Carney
16821	Jazz Ensemble	1/7/25	4/24/25	\$50.00	SCF Bradenton (Building 11)	Carney
16822	Chamber Choir	1/7/25	4/24/25	\$50.00	SCF Bradenton (Building 11A)	Dickerson
16823	Concert Choir	1/7/25	4/24/25	\$50.00	SCF Bradenton (Building 11A)	Dickerson
16824	Symphonic Band	1/7/25	4/24/25	\$50.00	SCF Bradenton (Building 11)	Neuman
16825	Bradenton Symphony Orchestra	1/8/25	4/23/25	\$50.00	SCF Bradenton (Building 11)	Neuman
16826	Stage Movement for the Actor	1/7/25	4/24/25	\$50.00	SCF Bradenton (Building 14)	Schlachter
16827	Acting II	1/7/25	4/24/25	\$50.00	SCF Bradenton (Building 11)	Schlachter

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AMENDED SCHEDULE OF NON-CREDIT COURSES, LIFELONG LEARNING AND WORKFORCE DEVELOPMENT, SPRING 2025

Class ID	Class Name	Start Date	End Date	Tuition Fee	Location	Instructor
16831	Meeting Facilitation	1/7/25	6/24/25	\$0.00	SCF Lakewood Ranch (CIT)	*
16832	Parliamentary Procedures	1/13/25	1/13/25	\$0.00	Off-site Sarasota (contract training)	Austin
16833	Meeting Facilitation	1/22/25	1/22/25	\$0.00	SCF Lakewood Ranch (CIT)	*
16835	Private Investigator 40-Hour Course	3/22/25	3/30/25	\$395.00	SCF Venice (Building 800)	Jones
16836	Creative Coding With Game Design	1/14/25	5/13/25	\$170.00	SCF Bradenton (26 West Center)	Groulx
16837	3D Design and Fabrication	1/16/25	5/15/25	\$170.00	SCF Bradenton (26 West Center)	Groulx
16843	In Person Real Estate Sales Associate Pre-Licensing	4/14/25	6/23/25	\$449.00	SCF Lakewood Ranch (CIT)	Repassy
16846	Stress It's Your Superpower	1/17/25	1/17/25	\$0.00	Off-site Sarasota (contract training)	Johnson
16847	Stress It's Your Superpower	2/6/25	2/6/25	\$0.00	Off-site Sarasota (contract training)	Johnson
16848	Time Management for Top Performers	3/20/25	3/20/25	\$0.00	Zoom	Dudley
16849	Time Management for Top Performers	4/11/25	4/11/25	\$0.00	Zoom	Dudley
16850	Meeting Facilitation - BNI Latin	1/7/25	1/28/25	\$0.00	SCF Lakewood Ranch (CIT)	*
16870	FIRST LEGO League 2025 Regional Championship	1/18/25	1/18/25	\$150.00	Off-site	Bagley
16871	FIRST LEGO League Regional Explore Festival	2/22/25	2/22/25	\$45.00	Off-site	Bagley
16890	Children & Divorce (Spanish)	3/8/25	3/8/25	\$55.00	SCF Bradenton (Building 18)	Cestero
16891	Children & Divorce	3/15/25	3/15/25	\$55.00	SCF Lakewood Ranch (CIT)	Doran
16892	Children & Divorce	2/11/25	2/11/25	\$55.00	Zoom	Doran
16893	Children & Divorce	4/9/25	4/9/25	\$55.00	Zoom	Doran
16895	Introduction to Dance	1/7/25	4/24/25	\$50.00	SCF Bradenton (Building 14)	Burnette
16898	FIRST LEGO League Challenge Tournament	1/4/25	1/25/25	\$75.00	Off-site	Bagley
16899	Excel 1	1/21/25	1/21/25	\$0.00	Off-site Sarasota (contract training)	Devine
16900	Excel 2	2/18/25	2/18/25	\$0.00	Off-site Sarasota (contract training)	Devine
16901	Word 1	3/4/25	3/4/25	\$0.00	Off-site Sarasota (contract training)	Devine
16902	Excel 1	4/3/25	4/3/25	\$0.00	Off-site Sarasota (contract training)	Devine
16903	Excel 2	4/24/25	4/24/25	\$0.00	Off-site Sarasota (contract training)	Devine
16906	Life Equilibrium	1/30/25	1/30/25	\$0.00	Zoom	Nelson-Palmer
16909	Meeting Facilitation - BNI Latin	2/4/25	2/25/25	\$0.00	SCF Lakewood Ranch (CIT)	*
16910	Keynote	1/17/25	1/17/25	\$0.00	Off-site Venice (contract training)	Creneti
16916	Leadership Lunch 'N Learn: Avoiding Burnout	3/12/25	3/12/25	\$79.00	Location : Online	Dudley
16917	Leadership Lunch 'N Learn: Developing Exceptional Customer Service	4/8/25	4/8/25	\$79.00	Location : Online	Dudley
16918	Leadership Lunch 'N Learn: Time Management for Top Performers	4/24/25	4/24/25	\$79.00	Location : Online	Dudley
16920	Social Confidence Mini-Workshop with Autism, Anxiety, ADHD	3/11/25	3/11/25	\$130.00	SCF Lakewood Ranch (CIT)	Roth
16942	Meeting Facilitation - BNI Latin	3/4/25	3/25/25	\$0.00	SCF Lakewood Ranch (CIT)	*

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AMENDED SCHEDULE OF NON-CREDIT COURSES, LIFELONG LEARNING AND WORKFORCE DEVELOPMENT, SPRING 2025

Class ID	Class Name	Start Date	End Date	Tuition Fee	Location	Instructor
16943	Healthy Eating for Healthy Living - Fast, Fresh, and Flavorful	2/11/25	2/11/25	\$0.00	Off-site Sarasota (contract training)	Garcia
16944	First Watch, First Trust - Building Stronger Teams Through Clear Communication	3/10/25	3/10/25	\$0.00	Zoom	Marco
16945	Bring the Sizzle: Thinking and Talking Strategically	4/16/25	4/16/25	\$0.00	Zoom	Bresler
16946	TOP - Excel - Level 2	2/19/25	2/19/25	\$0.00	SCF Lakewood Ranch (CIT)	Devine
16947	CDCA-WREB-CITA Testing Site Fee	4/30/25	4/30/25	\$125.00	SCF Bradenton (Building 2)	*

Meeting of the
DISTRICT BOARD OF TRUSTEES OF STATE COLLEGE OF FLORIDA, MANATEE-
SARASOTA
February 25, 2025

AGENDA ITEM:

Approval to accept the 2023-24 Annual FLDOE Accountability Reports
for the Bradenton and Venice Collegiate Schools

RECOMMENDATION:

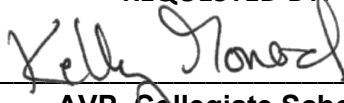
Administration recommends the District Board of Trustees approval of the Accountability Reports.

EXPLANATION:

Section 1002.33(9)(k), F.S., requires every operating charter school to coordinate with its sponsoring district in submitting an annual accountability report to the Florida Department of Education. Charter schools that operated during the 2023-2024 academic year must complete the annual accountability report.

FISCAL IMPACT _____ Yes _____ No X N/A

REQUESTED BY:



AVP, Collegiate Schools

Ben Gibson, *Chair*
Ryan Petty, *Vice Chair*
Members
Esther Byrd
Grazie P. Christie
Daniel P. Foganholi, Sr.
Kelly Garcia
MaryLynn Magar

TO: Charter School Administrators
District Charter School Contacts

FROM: Vicki Pineda, Charter Schools Director
Office of Independent Education & Parental Choice

DATE: January 15, 2025

SUBJECT: 2023-2024 Charter School Annual Accountability Report

Section 1002.33(9)(k), F.S., requires every operating charter school to coordinate with its sponsoring district in submitting an annual accountability report to the Florida Department of Education.

Charter schools that operated during the 2023-2024 academic year must complete the annual accountability report.

The report is accessible at <https://www.fldoe.org/sso>. The deadline for schools to submit the 2023-2024 Charter School Annual Accountability Report online is **February 14, 2025**. The deadline for final submission by districts is April 15, 2025. As required by law, the Department of Education will include in its summary report a notation if a school fails to file its report by the established deadline.

It is crucial that schools ensure the accuracy of their data submissions, as this information is utilized for reporting to the U.S. Department of Education, the Legislature, and various stakeholders. Schools are required to make corrections if discrepancies are identified.

The school district is responsible for reviewing the information provided by the charter school. The district should require schools to make corrections and include any necessary and relevant comments related to the information provided by the school. Upon completion of the review, the district is responsible for submitting the online report to the Office of Independent Education and Parental Choice.

For assistance with adding users to the Charter School Portal or for technical support, please e-mail charterschools@fldoe.org. Instructions for completing the Annual Accountability Report are attached. A video tutorial is available at <https://www.gotostage.com/channel/71864860f1594e9f9d74a527c283b355>.

ADAM EMERSON, EXECUTIVE DIRECTOR
OFFICE OF INDEPENDENT EDUCATION & PARENTAL CHOICE

Accountability Report

General Information

Charter School Application - General Information

Each year, the governing body of every charter school in Florida must report on its progress to its sponsoring school district, pursuant to Section 1002.33 (9)(k), Florida Statutes. Each district must then forward these annual accountability reports to the Florida Commissioner of Education. The information below constitutes that report.

Various sections of this accountability report include the demographic information, student performance data, and financial accountability information required by law, but there also are sections that feature pertinent information on management companies, instructional staffing, school mission, and governance, among others.

This report has multiple purposes. Among them: to provide the general public critical information on the public charter schools in their communities, to provide sponsoring districts information on the schools in their portfolio, and to provide all constituents of public schooling the data necessary to examine this growing sector of education. Most importantly, however, the primary purpose of the annual accountability report is to help the district sponsor determine whether the charter school is meeting the terms of its charter and meeting or exceeding the student academic achievement requirements and goals agreed to in the charter contract. According to the Florida Standard Charter Contract, which must serve as the base of negotiations for all charter agreements in the State of Florida, "The sponsor shall annually evaluate the School on its performance and progress toward meeting the standards and targets included in this contract, including academic achievement goals. If the term of this contract exceeds five years, the Sponsor shall conduct a High-Stakes Review at least every five years and shall present the findings of the review to the governing board of the School."

This purpose also is aligned with the Florida Principles & Standards for Quality Charter School Authorizing, drafted by the Department in collaboration with national experts and authorizers across Florida. The Principles & Standards provides that charter sponsors "grant initial charter contracts for a term of five years or longer only with periodic high-stakes reviews every five years or more frequently ..."

This report and past accountability reports are accessible at www.floridaschoolchoice.org.

Update Charter School Information

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School	STATE COLLEGE OF FLORIDA COLLEGIATE SCHOOL
District	MANATEE
Opening Year	2010-2011
Conversion School?	No
Current Contract Dates	Begin:07/01/2015 End: 06/30/2030
Length of Current Contract in Years	15
School Address	5840 26TH ST W BRADENTON, FL 34207-3522
Mailing Address	5840 26TH ST W BRADENTON, FL 34207-3522
Principal	KAREN LEWELLEN
Phone	9417525494
Fax	
E-mail Address	scfcs@scf.edu
School Website	http://scfcs.scf.edu/
Primary Service Type	K-12 General Education
Grade Levels Served	6-12 Actual: 06 - 12
Is school accredited?:	Yes
Accrediting Body	COGNIA

Mission Statement State College of Florida Collegiate School's mission is to guide and mentor student achievement by equipping them to attain a high school diploma and an Associate in Arts Degree concurrently upon graduation. Beginning in 6th grade, SCFCS students progress in a rigorous academic environment, permeated by technology. The program utilizes demanding and innovative initiatives to establish a system that encourages independent learning, preparing students for success in a full-time college schedule beginning their junior year.

Partnership, Speciality Area & Management

Partnerships (Entity participating in creation and operation of the charter school)

If the charter school is operated by a university community/state college municipality or charter-school-in-the-workplace select that organization from the list below

If the charter school is operated by a university, community/state college, municipality, or charter school in the workplace, select that organization from the list below or select none.

University

A state university may grant a charter to a lab school created under s. 1002.32 and shall be considered to be the school’s sponsor. Such school shall be considered a charter lab school (Section 1002.33(2), Florida Statutes).

☐ University:

Community/State College

A Florida College System institution who worked with the school district or school districts in its designated service area to develop charter schools that offer secondary education. These charter schools must include an option for students to receive an associate degree upon high school graduation. (Section 1002.33(5)(4), Florida Statutes).

☒ Community/State College: State College of Florida, Manatee-Sarasota-Manatee

Municipality

A charter school-in-a-municipality designation may be granted to a municipality that possesses a charter; enrolls students based upon a random lottery that involves all of the children of the residents of that municipality who are seeking enrollment. (Section 1002.33(15)(c), Florida Statutes).

☐ Municipality:

Workplace:

A charter school-in-the-workplace may be established when a business partner provides the school facility to be used; enrolls students based upon a random lottery that involves all of the children of employees of that business or corporation who are seeking enrollment. (Section 1002.33(15)(b), Florida Statutes).

☐ Workplace

None

☐ None

Speciality

Select any specialty area that the charter school implements with fidelity and is central to achieving the charter schools mission.

Preparatory

Education Service Provider/Management Company

If the charter school contracts with a for-profit or nonprofit management company for comprehensive and business services, select that company from the list below. If the name of the company does not appear in the list, forward the company's name, mailing address, phone number and email address to charterschools@fldoe.org.

Education Service
Provider/Management Company:
None

Governing Board

Governing Board

Please provide the governing board information and review the list of governing board members for accuracy. To update member information, click Edit. Click Add to create a member.

Governing Board Information

Governing Board Name: The District Board of Trustees of State College of Florida, Manatee-Sarasota
Governing Board FEIN: 596031182
Parent Liaison Name: Kelly Monod

Pursuant to Section 1002.33 (7)(d)(1), Florida Statutes, each charter school’s governing board must appoint a representative to facilitate parental involvement, provide access to information, assist parents and others with questions and concerns, and resolve disputes. The representative must reside in the school district in which the charter school is located and may be a governing board member, charter school employee, or individual contracted to represent the governing board. If the governing board oversees multiple charter schools in the same

contacted to represent the governing board. If the governing board oversees multiple charter schools in the same school district, the governing board must appoint a separate individual representative for each charter school in the district. The representative's contact information must be provided annually in writing to parents and posted prominently on the charter school's website if a website is maintained by the school. The sponsor may not require that governing board members reside in the school district in which the charter school is located if the charter school complies with this paragraph.

Parent Liaison Phone: 9417525494
 Parent Liaison Email: monodk@scf.edu

Name	Contact Information	Position	Status	Governance Training Provided By	Date of Training	Type of Training
Jaymie Carter	5840 26th St W Bradenton FL 34207 Phone:9417525494	Member	N	Florida Consortium of Public Charter Schools	04/23/24	2 Hour refresher course
Michael Fuller	5840 26th Street W Bradenton FL 34207 Phone:9417525494	Member	Y	Florida Consortium of Public Charter Schools	08/01/24	2 Hour refresher course
Mark Goodson	5840 26th Street W Bradenton FL 34207 Phone:9417525494	Member	Y	Florida Consortium of Public Charter Schools	04/30/24	2 Hour refresher course
Ryan Moore	5840 26th Street W Bradenton FL 34207 Phone:9417525494	Member	Y	Florida Consortium of Public Charter Schools	04/25/23	4 Hour Initial Training
Rod Thomson	5840 26th Street W Bradenton FL 34207 Phone:9417525494	Chairperson/President	Y	Florida Consortium of Public Charter Schools	04/10/23	2 Hour refresher course
Taylor Tollerton Collins	5840 26th Street W Bradenton FL 34207 Phone:9417525494	Member	Y	Florida Consortium of Public Charter Schools	02/04/25	2 Hour refresher course

Lottery and Student Membership

Student Information

Charter schools shall be open to all students who submit timely applications, unless the number of applications exceeds the capacity of a program, class, grade level, or building. In such case, all applicants shall have an equal chance of being admitted through a random selection process. (Section 1002.33(10), Florida Statutes).

2023 - 2024 School Year

Number of applications received for the report year	415
Number of new student applications accepted/enrolled for the report year	139
Number of students on waitlist	275

2024 - 2025 School Year

Number of applications received for report year	524
Number of applications accepted for report year	137
Number of students on waitlist	302

Student Membership

Please review the total student enrollment data for February Survey 3 that has been provided by your school district for each school year. If the data is incorrect, please indicate in the comments section at the General Information. After you review click the submit data button.

2023-2024	2022-2023	2021-2022	2020-2021	2019-2020
489	544	549	552	517

Personnel Data

Personnel - Staff Data for the School Year

Florida Statutes 1002.33(k)(4) requires descriptive information about the charter school's personnel, including salary and benefit levels of charter school employees, the proportion of instructional personnel who hold professional or temporary certificates, and the proportion of instructional personnel teaching in-field or out-of-field.

Personnel

The pre-populated personnel data below has been supplied by your district. Please answer the criminal background check and employee family relation questions for each staff member.

Note: all benefits exceeding the corresponding salary have been adjusted to \$0.

Personnel Information	Criminal Background	If unsatisfactory, explain plan of	Related to other	If yes, state relationship:
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	Check	action:	employee?
MICHELLE AYLING <ul style="list-style-type: none"> TEACHER, MATHEMATICS, MIDDLE/JUNIOR Annual Salary: \$58,084.00 Annual Benefits: \$201.00 	Satisfactory		No
MARVICT BENKERT <ul style="list-style-type: none"> TEACHER, LANGUAGE ARTS, MIDDLE/JUNIOR Annual Salary: \$50,055.00 Annual Benefits: \$201.00 	Satisfactory		No
STEFAN CIOSICI <ul style="list-style-type: none"> TEACHER, MATHEMATICS, SENIOR HIGH Annual Salary: \$56,500.00 Annual Benefits: \$201.00 	Satisfactory		No
ALINA CORDOVEZ <ul style="list-style-type: none"> TEACHER, WORLD LANGUAGE, SENIOR HIGH Annual Salary: \$8,000.00 Annual Benefits: \$0.00 	Satisfactory		No
COLEEN CURLETT <ul style="list-style-type: none"> TEACHER, MATHEMATICS, SENIOR HIGH Annual Salary: \$59,745.00 Annual Benefits: \$0.00 	Satisfactory		No
MARA CURRAN <ul style="list-style-type: none"> SUBSTITUTE TEACHER, BASIC PROGRAM Annual Salary: \$28,800.00 Annual Benefits: \$0.00 	Satisfactory		No
ANDREW DAVIS <ul style="list-style-type: none"> TEACHER, SOCIAL STUDIES, SENIOR HIGH Annual Salary: \$60,265.00 Annual Benefits: \$201.00 	Satisfactory		No
JODI DOMAN <ul style="list-style-type: none"> ATTENDANCE ASSISTANT/TRUANCY OFFICER Annual Salary: \$40,000.00 Annual Benefits: \$0.00 	Satisfactory		No
JODI DOUGHERTY <ul style="list-style-type: none"> PARAPROFESSIONAL, SENIOR HIGH Annual Salary: \$25,400.00 Annual Benefits: \$0.00 	Satisfactory		No
KENNETH EVANS <ul style="list-style-type: none"> TEACHER, PHYSICAL EDUCATION, MIDDLE/JUNIOR Annual Salary: \$56,680.00 Annual Benefits: \$201.00 	Satisfactory		No
COLLEEN FISHER <ul style="list-style-type: none"> NURSE, REGISTERED (RN) Annual Salary: \$25,000.00 Annual Benefits: \$1.00 	Satisfactory		No

AIDA GALLARDO <ul style="list-style-type: none"> • CLERK, GUIDANCE SERVICES • Annual Salary: \$34,320.00 • Annual Benefits: \$200.00 	Satisfactory	No	
KRISTIN GODDARD <ul style="list-style-type: none"> • DIRECTOR, INSTRUCTION/CURRICULUM • Annual Salary: \$72,000.00 • Annual Benefits: \$201.00 	Satisfactory	No	
SILENA HAMMOND <ul style="list-style-type: none"> • TEACHER, LANGUAGE ARTS, SENIOR HIGH • Annual Salary: \$55,800.00 • Annual Benefits: \$0.00 	Satisfactory	No	
JULIA HATHAWAY <ul style="list-style-type: none"> • TEACHER, PHYSICAL EDUCATION, SENIOR HIGH • Annual Salary: \$50,375.00 • Annual Benefits: \$0.00 	Satisfactory	No	
JENNIFER HOLT <ul style="list-style-type: none"> • TEACHER, SCIENCE, MIDDLE/JUNIOR • Annual Salary: \$55,797.00 • Annual Benefits: \$201.00 	Satisfactory	No	
ANNA-MAY JEFFREYS <ul style="list-style-type: none"> • REGISTRAR • Annual Salary: \$40,000.00 • Annual Benefits: \$0.00 	Satisfactory	No	
GULNAZ KALIMULLINA <ul style="list-style-type: none"> • ATTENDANCE ASSISTANT/TRUANCY OFFICER • Annual Salary: \$37,440.00 • Annual Benefits: \$0.00 	Satisfactory	No	
CHRISTINA KRUGER <ul style="list-style-type: none"> • PARAPROFESSIONAL, MIDDLE/JUNIOR HIGH • Annual Salary: \$24,000.00 • Annual Benefits: \$0.00 	Satisfactory	No	
LISA LACEY <ul style="list-style-type: none"> • TEACHER, SOCIAL STUDIES, MIDDLE/JUNIOR • Annual Salary: \$56,641.00 • Annual Benefits: \$201.00 	Satisfactory	No	
KAREN LEWELLEN <ul style="list-style-type: none"> • PRINCIPAL, OTHER ELEMENTARY/SECONDARY SCHOOL • Annual Salary: \$90,000.00 • Annual Benefits: \$201.00 	Satisfactory	Yes	MacMunn- niece
DALILA LUMPKIN <ul style="list-style-type: none"> • COUNSELOR, SENIOR HIGH SCHOOL • Annual Salary: \$66,700.00 • Annual Benefits: \$0.00 	Satisfactory	No	
ASHLEY MACMUNN <ul style="list-style-type: none"> • TEACHER, SENIOR HIGH CLASSROOM 			

CLASSROOM <ul style="list-style-type: none"> • Annual Salary: \$58,509.00 • Annual Benefits: \$201.00 	Satisfactory	Yes	Lewellen - aunt
DAWN MCCARTHY-HALE <ul style="list-style-type: none"> • TEACHER, MATHEMATICS, MIDDLE/JUNIOR • Annual Salary: \$50,073.00 • Annual Benefits: \$1.00 	Satisfactory	No	
MARIA MICELI <ul style="list-style-type: none"> • PARAPROFESSIONAL, SENIOR HIGH • Annual Salary: \$36,464.00 • Annual Benefits: \$0.00 	Satisfactory	No	
KELLY MONOD <ul style="list-style-type: none"> • EXECUTIVE/GENERAL DIRECTOR, ADMINISTRATION • Annual Salary: \$113,000.00 • Annual Benefits: \$201.00 	Satisfactory	No	
DILCIA NAVARRO GODOY <ul style="list-style-type: none"> • ATTENDANCE ASSISTANT/TRUANCY OFFICER • Annual Salary: \$37,040.00 • Annual Benefits: \$201.00 	Satisfactory	No	
JOSEPH PARENT <ul style="list-style-type: none"> • TEACHER, SOCIAL STUDIES, SENIOR HIGH • Annual Salary: \$52,000.00 • Annual Benefits: \$0.00 	Satisfactory	No	
SHILOH REEVES <ul style="list-style-type: none"> • TEACHER, SCIENCE, SENIOR HIGH • Annual Salary: \$50,053.00 • Annual Benefits: \$0.00 	Satisfactory	No	
JOCELYN RILEY <ul style="list-style-type: none"> • TECHNOLOGY SPECIALIST • Annual Salary: \$41,452.00 • Annual Benefits: \$201.00 	Satisfactory	No	
KRISTINA ROSENBAUM <ul style="list-style-type: none"> • TEACHER, LANGUAGE ARTS, SENIOR HIGH • Annual Salary: \$59,440.00 • Annual Benefits: \$0.00 	Satisfactory	No	
SEAN SELL <ul style="list-style-type: none"> • TEACHER, RESEARCH/CRITICAL THINKING, MIDDLE/JUNIOR • Annual Salary: \$59,300.00 • Annual Benefits: \$1.00 	Satisfactory	No	
THOMAS SHANAFELT <ul style="list-style-type: none"> • BEHAVIOR SPECIALIST • Annual Salary: \$45,000.00 • Annual Benefits: \$0.00 	Satisfactory	No	
ALISSA SMITH <ul style="list-style-type: none"> • TEACHER, SOCIAL STUDIES, MIDDLE/JUNIOR 	Satisfactory	20 No	

- Annual Salary: \$50,030.00
- Annual Benefits: \$201.00

MICKEY STONE

- TEACHER, DRAMA, MIDDLE/JUNIOR
- Annual Salary: \$61,800.00
- Annual Benefits: \$0.00

Satisfactory

No

VICKI VARA

- COUNSELOR, SENIOR HIGH SCHOOL
- Annual Salary: \$58,077.00
- Annual Benefits: \$201.00

Satisfactory

No

EMILY VARGAS

- TEACHER, SCIENCE, MIDDLE/JUNIOR
- Annual Salary: \$56,194.00
- Annual Benefits: \$201.00

Satisfactory

No

BILLIE JO WILLIAMS

- TEACHER, WORLD LANGUAGE, MIDDLE/JUNIOR
- Annual Salary: \$56,900.00
- Annual Benefits: \$0.00

Satisfactory

No

Personnel Summary

Personnel - Summary - As Reported February Survey 3 of School Year

Staff Statistics

Staff Break down

	Staff Number	Percent
School Based Administrators	4	11.00%
Guidance Counselors	2	5.00%
Nurses	1	3.00%
Consultants	0	0.00%
Paraprofessional Staff	3	8.00%
Support Staff	0	0.00%
Clerical Staff	1	3.00%
Other Staff	3	8.00%
Instructional Staff Full Time	23	61.00%
Instructional Staff Part Time	1	3.00%
Total Staff	38	102%

	Specialists	Number	Percent
ESE Specialist		0	0.00%
Reading Specialist		0	0.00%
Math Specialist		0	0.00%
Total		0	0%

	Certifications	Number	Percent
Teachers with Professional Certification		19	86.00%
Teachers with Temporary Certification		2	9.00%
Totals		21	95%

	Degrees	Number	Percent
Associates Degree		0	0.00%
Bachelor Degree		10	33.00%
CDA Degree		0	0.00%
Master Degree		14	47.00%
Specialist Degree		0	0.00%
Doctorate Degree		0	0.00%
Non-Applicable Degree		6	20.00%
Total All Degrees		30	100%

Facilities Data and Ownership

Facilities

Florida Statutes 1002.33(k)(3) requires, documentation of the facilities in current use and any planned facilities for use by the charter school for instruction of students, administrative functions, or investment purposes.

Please provide information on space usage within your school.

Please provide information on space usage within your school.

Total Buildings

Total Permanent Buildings	1.00
Total Number of Campuses	1.00
Total Portable Buildings	0.00

Portable Buildings

Total Classrooms	0.00
Total Number of Offices	0.00
Total Investment Property	0.00

Permanent Buildings

Total Number of Classrooms	19.00
Total Number of Offices	12.00
Total Permanent Investment Property	0.00

Facilities Data - Ownership.

Update Charter School Information

Does the school use any district owned buildings?	No
If school does not use district facility, indicate the ownership type	Lease
Owner Name	State College of Florida
Yearly Mortgage /Lease Amount(\$)	\$365,490.00

Financial Audit

Financial Audit for Fiscal Year 2024

File	FiscalYear
Open	2024

Financial Recovery Plan

Financial Recovery Plan

Please respond to the questions below for the period from July 1,2023 to June 30,2024

Was the school required to submit a financial recovery plan? No

What is the status of the financial recovery plan?

Was the school required to submit a financial corrective action plan? No

What is the status of the financial corrective action plan?

School Grades

School Grades

Please review the Grades.

2023 - 2024	2022 - 2023	2021 - 2022	2020 - 2021	2019 - 2020
A	A	A	A	

School Improvement Rating

2023 - 2024	2022 - 2023	2021 - 2022	2020 - 2021	2019 - 2020
N/A	N/A	N/A	N/A	N/A

School Comments

Comments
BOT reflects 2023-24

District Comments:

Accountability Report

General Information

Charter School Application - General Information

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School	STATE COLLEGE OF FLA COLLEGIATE SCHOOL-VENICE
District	SARASOTA
Opening Year	2019-2020
Conversion School?	No
Current Contract Dates	Begin:07/01/2019 End: 06/30/2034
Length of Current Contract in Years	15
School Address	8000 S TAMiami TRL VENICE, FL 34293-5113
Mailing Address	8000 S TAMiami TRL VENICE, FL 34293-5113
Principal	KAREN PECK
Phone	9414081430
Fax	
E-mail Address	peckk@scf.edu
School Website	www.scfcs.scf.edu/venice
Primary Service Type	K-12 General Education
Grade Levels Served	9-12 Actual: 09 - 12
Is school accredited?:	Yes
Accrediting Body	COGNIA

Mission Statement The mission of State College of Florida Collegiate School Venice is to guide and mentor student achievement by equipping them to attain a high school diploma and an Associate in Arts Degree concurrently upon graduation. Beginning in 9th grade, SCFCSV students' progress in a rigorous academic environment, permeated by technology. The program utilizes demanding and innovative initiatives to establish a system that encourages independent learning, preparing students for success in a full-time college schedule beginning their junior year.

Partnership, Speciality Area & Management

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☐ University:

Community/State College

A Florida College System institution who worked with the school district or school districts in its designated service area to develop charter schools that offer secondary education. These charter schools must include an option for students to receive an associate degree upon high school graduation. (Section 1002.33(5)(4), Florida Statutes).

☒ Community/State College: State College of Florida, Manatee-Sarasota-Manatee

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☐ Municipality:

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A charter school-in-the-workplace may be established when a business partner provides the school facility to be used; enrolls students based upon a random lottery that involves all of the children of employees of that business or corporation who are seeking enrollment. (Section 1002.33(15)(b), Florida Statutes).

☐ Workplace

None

☐ None

Speciality

Select any specialty area that the charter school implements with fidelity and is central to achieving the charter schools mission.

Preparatory

Education Service Provider/Management Company

If the charter school contracts with a for-profit or nonprofit management company for comprehensive and business services, select that company from the list below. If the name of the company does not appear in the list, forward the company's name, mailing address, phone number and email address to charterschools@fldoe.org.

Education Service
Provider/Management Company:
None

Governing Board

Governing Board

Please provide the governing board information and review the list of governing board members for accuracy. To update member information, click Edit. Click Add to create a member.

Governing Board Information

Governing Board Name: State College of Florida Manatee - Sarasota
Governing Board FEIN: 596031182
Parent Liaison Name: Heather Shehorn

Pursuant to Section 1002.33 (7)(d)(1), Florida Statutes, each charter school's governing board must appoint a representative to facilitate parental involvement, provide access to information, assist parents and others with questions and concerns, and resolve disputes. The representative must reside in the school district in which the charter school is located and may be a governing board member, charter school employee, or individual contracted to represent the governing board. If the governing board oversees multiple charter schools in the same

contracted to represent the governing board. If the governing board oversees multiple charter schools in the same school district, the governing board must appoint a separate individual representative for each charter school in the district. The representative's contact information must be provided annually in writing to parents and posted prominently on the charter school's website if a website is maintained by the school. The sponsor may not require that governing board members reside in the school district in which the charter school is located if the charter school complies with this paragraph.

Parent Liaison Phone: 9414081405
 Parent Liaison Email: shehorn@scf.edu

Name	Contact Information	Position	Status	Governance Training Provided By	Date of Training	Type of Training
Jaymie Carter	5840 26th St W Bradenton FL 34207 Phone:9417525494	Member	N	Florida Consortium of Public Charter Schools	04/03/24	2 Hour refresher course
Michael Fuller	5840 26th Street West Bradenton FL 34203 Phone:9417525494	Member	Y	Florida Consortium of Public Charter Schools	08/01/24	2 Hour refresher course
Mark Goodson	5840 26th Street West Bradenton FL 34203 Phone:9417525494	Member	Y	Florida Consortium of Public Charter Schools	04/30/24	2 Hour refresher course
Ryan Moore	5840 26th Street W Bradenton FL 34207 Phone:9417525494	Member	Y	Florida Consortium of Public Charter Schools	04/25/23	4 Hour Initial Training
Rod Thomson	5840 26th St W Bradenton FL 34203 Phone:9417525494	Chairperson/President	Y	Florida Consortium of Public Charter Schools	04/10/23	2 Hour refresher course
Taylor Tollerton-Collins	5840 26th Street West Bradenton FL 34203 Phone:9417525494	Member	Y	Florida Consortium of Public Charter Schools	02/04/25	2 Hour refresher course

Lottery and Student Membership

Student Information

Charter schools shall be open to all students who submit timely applications, unless the number of applications exceeds the capacity of a program, class, grade level, or building. In such case, all applicants shall have an equal chance of being admitted through a random selection process. (Section 1002.33(10), Florida Statutes).

2023 - 2024 School Year

Number of applications received for the report year	188
Number of new student applications accepted/enrolled for the report year	172
Number of students on waitlist	24

2024 - 2025 School Year

Number of applications received for report year	310
Number of applications accepted for report year	171
Number of students on waitlist	39

Student Membership

Please review the total student enrollment data for February Survey 3 that has been provided by your school district for each school year. If the data is incorrect, please indicate in the comments section at the General Information. After you review click the submit data button.

2023-2024	2022-2023	2021-2022	2020-2021	2019-2020
229	203	170	106	58

Personnel Data

Personnel - Staff Data for the School Year

Florida Statutes 1002.33(k)(4) requires descriptive information about the charter school's personnel, including salary and benefit levels of charter school employees, the proportion of instructional personnel who hold professional or temporary certificates, and the proportion of instructional personnel teaching in-field or out-of-field.

Personnel

The pre-populated personnel data below has been supplied by your district. Please answer the criminal background check and employee family relation questions for each staff member.

Note: all benefits exceeding the corresponding salary have been adjusted to \$0.

Personnel Information	Criminal Background	If unsatisfactory, explain plan of	Related to other	If yes, state relationship:
-----------------------	---------------------	------------------------------------	------------------	-----------------------------

	Check	action:	employee?
YASMINE BACHMEIER <ul style="list-style-type: none"> • PARAPROFESSIONAL, OTHER INSTRUCTION • Annual Salary: \$56,900.00 • Annual Benefits: \$0.00 	Satisfactory		No
LISA BARNES <ul style="list-style-type: none"> • NURSE, REGISTERED (RN) • Annual Salary: \$15,120.00 • Annual Benefits: \$0.00 	Satisfactory		No
MATTHEW BOWMAN <ul style="list-style-type: none"> • TEACHER, SOCIAL STUDIES, SENIOR HIGH • Annual Salary: \$63,036.00 • Annual Benefits: \$0.00 	Satisfactory		No
HEATHER DEITTRICK <ul style="list-style-type: none"> • ADMINISTRATIVE ASSISTANT, MAINTENANCE • Annual Salary: \$42,784.00 • Annual Benefits: \$1,362.00 	Satisfactory		No
AMBER FILIPIAK <ul style="list-style-type: none"> • TEACHER, SOCIAL STUDIES, SENIOR HIGH • Annual Salary: \$59,994.00 • Annual Benefits: \$1,727.00 	Satisfactory		No
MICHAEL KALUZAVICH <ul style="list-style-type: none"> • TEACHER, LANGUAGE ARTS, SENIOR HIGH • Annual Salary: \$59,134.00 • Annual Benefits: \$0.00 	Satisfactory		No
TEIRA LABRIE <ul style="list-style-type: none"> • TEACHER, SCIENCE, SENIOR HIGH • Annual Salary: \$63,046.00 • Annual Benefits: \$0.00 	Satisfactory		No
KATHERINE LOUZON <ul style="list-style-type: none"> • TEACHER, MATHEMATICS, SENIOR HIGH • Annual Salary: \$57,081.00 • Annual Benefits: \$0.00 	Satisfactory		No
CASSANDRA MACHANSKA <ul style="list-style-type: none"> • PARAPROFESSIONAL, OTHER INSTRUCTION • Annual Salary: \$36,000.00 • Annual Benefits: \$0.00 	Satisfactory		No
HEATHER MAIN <ul style="list-style-type: none"> • TEACHER, MATHEMATICS, SENIOR HIGH • Annual Salary: \$61,972.00 • Annual Benefits: \$1,885.00 	Satisfactory		No
LORI MASUCCI <ul style="list-style-type: none"> • TEACHER, LANGUAGE ARTS, SENIOR HIGH • Annual Salary: \$58,200.00 • Annual Benefits: \$0.00 	Satisfactory		No
BRANDIE MCHALE			

<ul style="list-style-type: none"> TEACHER, ORTHOPEDICALLY IMPAIRED Annual Salary: \$63,036.00 Annual Benefits: \$0.00 	Satisfactory	No
KELLY MONOD <ul style="list-style-type: none"> EXECUTIVE/GENERAL DIRECTOR, ADMINISTRATION Annual Salary: \$100,000.00 Annual Benefits: \$0.00 	Satisfactory	No
JOSIAS NOEL <ul style="list-style-type: none"> TEACHER, PHYSICAL EDUCATION, SENIOR HIGH Annual Salary: \$51,765.00 Annual Benefits: \$1,691.00 	Satisfactory	No
KAREN PECK <ul style="list-style-type: none"> PRINCIPAL, SENIOR HIGH Annual Salary: \$101,850.00 Annual Benefits: \$2,143.00 	Satisfactory	No
STEVEN PERNICE <ul style="list-style-type: none"> SCHOOL RESOURCE OFFICER Annual Salary: \$45,000.00 Annual Benefits: \$0.00 	Satisfactory	No
ALISSA PERRY <ul style="list-style-type: none"> PARAPROFESSIONAL, OTHER INSTRUCTION Annual Salary: \$36,000.00 Annual Benefits: \$0.00 	Satisfactory	No
MALIA ROWLAND <ul style="list-style-type: none"> TEACHER, SCIENCE, SENIOR HIGH Annual Salary: \$61,209.00 Annual Benefits: \$1,657.00 	Satisfactory	No
RACHEL STANCAVAGE <ul style="list-style-type: none"> DATA ENTRY OPERATOR, PUPIL PERSONNEL SERVICES Annual Salary: \$39,660.00 Annual Benefits: \$1,340.00 	Satisfactory	No
CHASSITY TAVARES <ul style="list-style-type: none"> ADMINISTRATIVE ASSISTANT, MAINTENANCE Annual Salary: \$39,000.00 Annual Benefits: \$0.00 	Satisfactory	No
SUSAN TYRPAK <ul style="list-style-type: none"> SUBSTITUTE TEACHER, BASIC PROGRAM Annual Salary: \$2,559.00 Annual Benefits: \$0.00 	Satisfactory	No

Personnel Summary

Personnel - Summary - As Reported February Survey 3 of School Year

Staff Statistics

Staff Break down

	Staff Number	Percent
School Based Administrators	2	10.00%
Guidance Counselors	0	0.00%
Nurses	1	5.00%
Consultants	0	0.00%
Paraprofessional Staff	3	15.00%
Support Staff	0	0.00%
Clerical Staff	1	5.00%
Other Staff	3	15.00%
Instructional Staff Full Time	9	45.00%
Instructional Staff Part Time	1	5.00%
Total Staff	20	100%

	Specialists Number	Percent
ESE Specialist	1	100.00%
Reading Specialist	0	0.00%
Math Specialist	0	0.00%
Total	1	100%

	Certifications Number	Percent
Teachers with Professional Certification	9	90.00%
Teachers with Temporary Certification	0	0.00%
Totals	9	90%

	Degrees Number	Percent
Associates Degree	0	0.00%
Bachelor Degree	4	33.00%
CDA Degree	0	0.00%
Master Degree	5	42.00%
Specialist Degree	0	0.00%
Doctorate Degree	1	8.00%
Non-Applicable Degree	2	17.00%
Total All Degrees	12	100%

Facilities Data and Ownership

Facilities

Florida Statutes 1002.33(k)(3) requires, documentation of the facilities in current use and any planned facilities for use by the charter school for instruction of students, administrative functions, or investment purposes.

Please provide information on space usage within your school.

Please provide information on space usage within your school.

Total Buildings

Total Permanent Buildings 1.00

Total Number of Campuses 1.00

Total Portable Buildings 5.00

Portable Buildings

Total Classrooms 5.00

Total Number of Offices 0.00

Total Investment Property 0.00

Permanent Buildings	
Total Number of Classrooms	5.00
Total Number of Offices	7.00
Total Permanent Investment Property	0.00

Facilities Data - Ownership.	
Update Charter School Information	
Does the school use any district owned buildings?	No
If school does not use district facility, indicate the ownership type	Lease
Owner Name	State College of Florida
Yearly Mortgage /Lease Amount(\$)	\$134,680.00

Financial Audit

Financial Audit for Fiscal Year 2024

File	FiscalYear
Open	2024

Financial Recovery Plan

Financial Recovery Plan	
Please respond to the questions below for the period from July 1,2023 to June 30,2024	
Was the school required to submit a financial recovery plan?	No
What is the status of the financial recovery plan?	
Was the school required to submit a financial corrective action plan?	No
What is the status of the financial corrective action plan?	

School Grades

School Grades

Please review the Grades.

2023 - 2024	2022 - 2023	2021 - 2022	2020 - 2021	2019 - 2020
A	A	A		

School Improvement Rating

2023 - 2024	2022 - 2023	2021 - 2022	2020 - 2021	2019 - 2020
N/A	N/A	N/A	N/A	N/A

School Comments

Comments
Board reflects 2023-24.
<div>District Comments:</div> <div></div>

State College of Florida, Manatee-Sarasota

Approval Request For Out Of Country Travel

Procedure 1.29.01 Travel Authorization and Funding "...those persons traveling out of the country must complete an approval of request for out-of-country travel form in the Human Resources office and must receive Board of Trustees approval prior to travel."

Date: 02/10/25

Applicant: Julia Hathaway

Department: SCF Collegiate School - Bradenton

Dates of Travel: March 6, 2025 – March 10, 2025

Reason: EF Tour – Sustainable Living in Germany and Switzerland Berlin training session.

Location: Barcelona, Spain

Purpose of Travel: The purpose of this travel is to receive training as a tour leader in advance of a accompanying students on a 10-day international exploration of Germany and Switzerland's innovative sustainability efforts in the areas of renewable energy, urban farming, and eco-tourism. See attached detailed itinerary and presentation materials.

Estimated Cost: \$0.00.

Other Comments:

Approved:

Chairman, Board of Trustees

Date

Pre-Travel:
Originator (Sec A thru C Est.)
1st Dept. Approver
2nd Dept. Approver (if applicable)
Area Administrator/Budget Mgr.
SPD (spd@scf.edu) (if applicable)
HR (hrisforms@scf.edu)
Originator

Post-Travel:
Traveler
Dept. encumbrance preparer
spd@scf.edu & travel@scf.edu

In the rare instance that the traveler must prepay expenses, send this form with support to Accountant/Finance

See Instructions on p. 2

STATE COLLEGE OF FLORIDA
MANATEE-SARASOTA

TRAVEL AUTHORIZATION AND VOUCHER FORM (FOR EMPLOYEES ONLY)

Reimbursement of College expense will be according to SCF Rule 6HX14-1.29 Travel Authorization and Funding

PRE-TRAVEL ENCUMBRANCE:
POST-TRAVEL ENCUMBRANCE:

NCE? ☒ NCE? ☐ SPD? ☒ Y/N ☐

Ven Inv A/P TAR (PCard GL04)

Pre-Travel:
Post-Travel:

Originator Name: Phone:

Note: All travel must be for performance of a public purpose authorized by law to be performed by the College. All Out-Of-District, Out-Of-State, and Out-of-Country travel shall be authorized and approved IN ADVANCE by the President's designated representative. Out-of-Country travel shall be approved by the Board. After travel has been performed, submit to the Office **WITHIN TEN (10) DAYS OF THE TRAVELER'S RETURN** to Busi the College. Attach a copy of the Agenda/Brochure and all receipts. Refer to "Travel Guidelines" on Pg. 2.

A. TRAVEL INFORMATION: Name: Julia Hathaway G00# (last 4 digits only): G00 1331 Today's Date: 02/10/25

Departure Date: 03/06/25 Departure Time: 12:00 AM Return Date: 03/10/25 Return Time: 12:00 AM

Purpose of Travel: EF Training Tour for Summer 2025 Student Trip Location (include City & State): Barcelona, Spain

Administrators/Faculty: ☐ Total Working Days: 3 # days Substitute needed? ☒ Yes ☐ No Career Employees: ☐ # hours

B. DEFINITIONS/ACCOUNTING:

Class A

Out-of-Country

	Fund	Org	Account	Amount	Max SPD
1.	<u>23000</u>	<u>230000</u>	<u>60502</u>	<u>\$ 0.00</u> 0.00%	<input type="text"/>
2.	<input type="text"/>	<input type="text"/>	Select Acct	<input type="text"/> 0.00%	<input type="text"/>
3.	<input type="text"/>	<input type="text"/>	Select Acct	<input type="text"/> 0.00%	<input type="text"/>

C. EXPENSES: ➡

If ACTUAL expenses exceed ESTIMATED by more than 10%, mark each item and justify in Report section below.

LODGING & MEAL REIMBURSEMENT:

1. Lodging: Attach receipts for lodging (single occupancy).....

2. Meal Allowances: 0 Breakfasts @ \$ 6.00 each = \$ 0.00
Enter all meals here and deduct those covered by registration in the REGISTRATION FEE section. 0 Lunches @ \$ 11.00 each = \$ 0.00
0 Dinners @ \$ 19.00 each = \$ 0.00

The college will not reimburse meals for Class C In-District Travel. **TOTAL LODGING/MEALS** 0

	Estimate	Actual	Pd by PCard	Pre-Travel Reimb.	Post-Travel Reimb.
Total Lodging	\$ 0.00	\$ 0.00	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
Total Meals	0.00	\$ 0.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
TOTAL LODGING/MEALS	\$ 0.00	\$ 0.00	\$ 0.00	<input checked="" type="checkbox"/>	\$ 0.00

TRANSPORTATION:

1. Own Additional Travelers: Kristin Goddard

2. Mileage: Computed from (Google Map, etc.) 0 miles @ \$ 0.445 per mile... \$ 0.00
Vicinity mileage when applicable 0 miles @ \$ 0.445 per mile... \$ 0.00

3. Tourist Class Air Fare: ☐ Prepaid by SCF ☒ Paid by Traveler... \$ 0.00

REGISTRATION FEE:

1. ☐ Prepaid by SCF ☒ Paid by Traveler... \$ 0.00

2. Meals included in registration and deducted from expenses (attach agenda and registration)..... \$ 0.00

OTHER EXPENSES (include receipts): Select Other Expenses

Details of Other/Multiple: \$ 0.00

	Estimate	Actual	Pd by PCard	Pre-Travel Reimb.	Post-Travel Reimb.
TOTAL EXPENSES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

D. CERTIFICATION: This travel voucher is true and correct in every material matter. These expenses were actually incurred by me and were necessary for the performance of official duties of the College. I have not obtained, nor do I intend to obtain, reimbursement for these same expenses from any other source.

#1 Julia Hathaway Digitally signed by Julia Hathaway Date: 2025.02.10 13:33:13 -05'00' 7248097402 SCFCS #2

Traveler's (Pre-Travel) Signature Traveler's Phone # Traveler's Department Traveler's (Post-Travel) Signature

REPORT Complete this portion AFTER your return (use additional sheet if necessary). Give an account showing how the leave was fulfilled and what benefits have accrued to the College as a result.

⊙ Explanation of difference between ESTIMATED and ACTUAL (greater than 10%):

AUTHORIZATION

Approved by:

Kristin Goddard Digitally signed by Kristin Goddard Date: 2025.02.10 13:26:07 -05'00'

1st Departmental Approval

Lewelle n, Karen Digitally signed by Lewelle n, Karen Date: 2025.02.10 13:39:44 -05'00'

2nd Departmental Approval (if applicable)

Patricia Rand

Area Administrator

Digitally signed by Patricia Rand Date: 2025.02.13 15:32:22 -05'00'

SPD Chair (if applicable) 32



Click to e-mail form

NOTE: each time this form is e-mailed, copy the originator.

Finance

Accountant / Post:

State College of Florida, Manatee-Sarasota

Approval Request For Out Of Country Travel

Procedure 1.29.01 Travel Authorization and Funding "...those persons traveling out of the country must complete an approval of request for out-of-country travel form in the Human Resources office and must receive Board of Trustees approval prior to travel."

Date: 02/10/25

Applicant: Kristin Goddard

Department: SCF Collegiate School - Bradenton

Dates of Travel: March 6, 2025 – March 10, 2025

Reason: EF Tour – Sustainable Living in Germany and Switzerland Berlin training session.

Location: Barcelona, Spain

Purpose of Travel: The purpose of this travel is to receive training as a tour leader in advance of a accompanying students on a 10-day international exploration of Germany and Switzerland's innovative sustainability efforts in the areas of renewable energy, urban farming, and eco-tourism.

Estimated Cost: \$0.00.

Other Comments: See attached detailed itinerary and presentation materials.

Approved: _____

Chairman, Board of Trustees

Date

Pre-Travel:
Originator (Sec A thru C Est.)
1st Dept. Approver
2nd Dept. Approver (if applicable)
Area Administrator/Budget Mgr.
SPD (spd@scf.edu) (if applicable)
HR (hrisforms@scf.edu)
Originator

Post-Travel:
Traveler
Dept. encumbrance preparer
spd@scf.edu & travel@scf.edu
In the rare instance that the traveler must prepay expenses, send this form with support to Accountant/Finance

See Instructions on p. 2

STATE COLLEGE OF FLORIDA
MANATEE-SARASOTA

TRAVEL AUTHORIZATION AND VOUCHER FORM (FOR EMPLOYEES ONLY)

Reimbursement of College expense will be according to SCF Rule 6HX14-1.29 Travel Authorization and Funding

PRE-TRAVEL ENCUMBRANCE: _____
POST-TRAVEL ENCUMBRANCE: _____

NCE? **NCE?** SPD? **Y/N**

Ven Inv A/P TAR (PCard GL04)

Pre-Travel: _____
Post-Travel: _____
Originator Name: _____ Phone: _____

Note: All travel must be for performance of a public purpose authorized by law to be performed by the College. All Out-Of-District, Out-of-State, and Out-of-Country travel shall be authorized and approved IN ADVANCE by the President's designated representative. Out-of-Country travel shall be approved by the Board. After travel has been performed, submit to the Office **WITHIN TEN (10) DAYS OF THE TRAVELER'S RETURN** to Busi the College. Attach a copy of the Agenda/Brochure and all receipts. Refer to "Travel Guidelines" on Pg. 2.

A. TRAVEL INFORMATION: Name: **Kristin Goddard** G00# (last 4 digits only): G00 **5366** Today's Date: **02/10/25**

Departure Date: **03/06/25** Departure Time: **05:00 AM** Return Date: **03/10/25** Return Time: **10:00 PM**

Purpose of Travel: **EF Training Tour for Summer 2025 Student Trip** Location (include City & State): **Barcelona, Spain**

Administrators/Faculty: _____ Total Working Days: **3** # days Substitute needed? **No** Career Employees: _____ # hours

B. DEFINITIONS/ACCOUNTING:

Class A

Out-of-Country

	Fund	Org	Account	Amount	Max SPD
1.	23000	230000	60502	\$ 0.00 0.00%	
2.			Select Acct	0.00%	
3.			Select Acct	0.00%	

C. EXPENSES:

If ACTUAL expenses exceed ESTIMATED by more than 10%, mark each item and justify in Report section below.

LODGING & MEAL REIMBURSEMENT:

1. Lodging: Attach receipts for lodging (single occupancy).....

2. Meal Allowances:

0	Breakfasts @ \$ 6.00 each =	\$ 0.00
0	Lunches @ \$ 11.00 each =	\$ 0.00
0	Dinners @ \$ 19.00 each =	\$ 0.00

Enter all meals here and deduct those covered by registration in the REGISTRATION FEE section.

The college will not reimburse meals for Class C In-District Travel. TOTAL LODGING/MEALS...

TRANSPORTATION:

1. **SCF or Own?** Additional Travelers: _____

2. Mileage: Computed from (Google Map, etc.) _____ miles @ \$ 0.445 per mile... \$ 0.00

Vicinity mileage when applicable _____ miles @ \$ 0.445 per mile... \$ 0.00

3. Tourist Class Air Fare: ☐ Prepaid by SCF ☐ Paid by Traveler... \$ 0.00

REGISTRATION FEE:

1. ☐ Prepaid by SCF ☒ Paid by Traveler... \$ 0.00

2. Meals included in registration and deducted from expenses (attach agenda and registration)..... \$ 0.00

OTHER EXPENSES (include receipts): **Select Other Expenses**

Details of Other/Multiple: _____ \$ 0.00

TOTAL EXPENSES \$ 0.00 \$ 0.00 \$ 0.00 \$ 0.00 \$ 0.00

D. CERTIFICATION: This travel voucher is true and correct in every material matter. These expenses were actually incurred by me and were necessary for the performance of official duties of the College. I have not obtained, nor do I intend to obtain, reimbursement for these same expenses from any other source.

#1 **Kristin Goddard** Digitally signed by Kristin Goddard Date: 2025.02.10 13:33:13 -05'00' **9417525494** **SCFCS** #2 _____

Traveler's (Pre-Travel) Signature Traveler's Phone # Traveler's Department Traveler's (Post-Travel) Signature

REPORT Complete this portion AFTER your return (use additional sheet if necessary). Give an account showing how the leave was fulfilled and what benefits have accrued to the College as a result.

Ⓢ Explanation of difference between ESTIMATED and ACTUAL (greater than 10%):

AUTHORIZATION

Approved by:

Lewelle n, Karen Digitally signed by Lewelle n, Karen Date: 2025.02.10 13:35:59 -05'00'

Patricia Rand Digitally signed by Patricia Rand Date: 2025.02.13 15:31:47 -05'00'

1st Departmental Approval

2nd Departmental Approval (if applicable)

Area Administrator

SPD Chair (if applicable) 34



Click to e-mail form

NOTE: each time this form is e-mailed, copy the originator.

Finance

Accountant / Post:

Barcelona

Training Tour

We are committed to ensuring every new Group Leader is fully prepared to lead an EF Educational Tour with their students. Our training tour program includes online, classroom, and experiential learning components, which are facilitated by EF staff, EF Tour Directors, and Global Education Ambassadors from across the United States. The combination of a simulated tour experience and classroom learnings will provide Group Leaders with all the tools, practice, and knowledge necessary to be confident and organized when they travel with their own students.



Barcelona Training Tour

5 Days

Key Learnings:

- Experience international travel while considering how to navigate the airport with your group.
- Familiarize yourself with the pace of a student tour.
- Discuss safety on tour as it applies to your role as a Group Leader
- Gain a better understand of EF's worldwide presence and approach to safety
- Learn how to safely move as a large group in a major city
- Understand how to set expectations and provide structure during free time on tour
- Practice reflection exercises to connect on-tour learning with classroom lessons
- Collaborate with fellow educators and staff on EF's Learning Outcomes

Day 1 |

Fly overnight to Spain

Day 2 | D

Arrive in Barcelona: "Bienvenidos," and welcome to Barcelona. At the airport, you will be greeted by your Tour Director and EF staff, who will remain with you for the duration of the tour. Your hotel will likely not be ready for check-in, so you will store your luggage there before heading into the city.

Walking tour of Barcelona: Explore open-air plazas and wander along Las Ramblas, a pedestrian mall where you'll find endless entertainment, restaurants, markets, and monuments.










Welcome dinner: Become acquainted with your colleagues, experienced EF Group Leaders, and EF staff members as you enjoy a typical on-tour meal.

Day 3 | B

Training seminar one: This collaborative session offers the opportunity to hear from EF staff and experienced Group Leaders about the on-tour experience with EF. In a panel discussion, we will review best practices surrounding safety, group management, student engagement, and various Group Leader responsibilities on tour. You'll also learn about on-tour reflection exercises, which can be brought back to your classroom.

Sightseeing tour of Barcelona: See why Barcelona is an art lover's dream city and the place where masters like Miró, Picasso, and Dalí flourished. With an expert local guide, visit the Magic Fountain of Montjuïc, and get a panoramic view of the harbor from atop Montjuïc Hill.

What's included:

-  Full-time Tour Director with EF staff
-  Round-trip flights on major carriers
-  Upgraded hotel accommodations
-  Comfortable motorcoach
-  Breakfast, lunch, and dinner (BLD) included as specified per day
-  Sightseeing to select attractions
-  Entrances to select attractions
-  Training seminar with EF & Experienced Group Leaders
-  25 Professional Development Hours

Not included:

- Free time activities
- Select meals (see itinerary)
- Global Travel Protection
- Tips

Barcelona

Training Tour

Itinerary continued

Park Güell: Playful and unusual, Park Güell is a feast for the senses and one of many examples of Gaudí's vivid imagination. This vast public park features colorful mosaics and remarkable architecture.

Free evening in Barcelona: Tonight, explore Barcelona with your fellow educators and experience savory dishes and cultural sites. Enjoy a stroll through Las Ramblas or the Gothic Quarter, surrounded by bustling eateries and live music.

Day 4 | BD

Training seminar two: During this session, collaborate with new and experienced Group Leaders on different ways to ensure your students have positive physical journeys while traveling, but also meaningful personal growth. Discuss a range of important pre-tour topics, such as curricular alignment, successful recruiting strategies, student-driven learning, building your travel team, and creating a global education plan.

Gothic Quarter: Follow your guide through Barcelona's oldest neighborhood, which includes remains of the city's Roman wall and several medieval landmarks. Visit El Call, Barcelona's old Jewish Quarter, and one of the most beautiful areas of the Gothic Quarter. At the end of your tour, enjoy samples of the local cuisine.

Farewell dinner: Reflect on what you've learned in Barcelona at tonight's farewell dinner.

Flamenco evening: Flamenco is a unique art form combining guitar-playing, singing, chanting, dancing, and hand-clapping. There are two main types of songs in flamenco: one lively and cheerful (cante chico) and the other sad and haunting (cante jondo).

Day 5 | B

Your Tour Director will facilitate your transport to the airport, where you will check in for your return flight home.

*Itinerary subject to change.
Accommodations and flight details to be announced approximately 14 days prior to departure.*



"This experienced has truly given me not just the tools, but also the confidence that leading a student group requires."

-Carie H.



Looking for more?

/////

For on-demand training videos, registration for upcoming webinars, or to connect with a Global Education Ambassador one-on-one, visit eftours.com/virtual-training-program

Contact Us

/////

855-782-2076
Training.tours@ef.com

Human Resources Office Personnel Actions Board Exhibits: January 2025

Name	Effective Date		Classification	Classification Title	Department	Site
Appointments						
Kevin O'Hara	01/02/2025		Career	Supplemental Instruction Specialist, Science & Math	Tutoring and Academic Success Center	Venice
Naomi Copeland	01/02/2025		Professional	Advancement Associate, Events and Marketing	Foundation	Bradenton
Sherri Perez	01/02/2025		Faculty	ASN/BSN Instructor	Nursing	Bradenton
Brent Hirschy	01/02/2025		Faculty	ASN/BSN Instructor	Nursing	Bradenton
Beth Shephard	01/02/2025		Faculty	ASN/BSN Instructor	Nursing	Bradenton
Victoria Cobb	01/02/2025		Faculty	Lecturer	Language and Literature	Bradenton
Lucely Alarcon	01/06/2025		Faculty	ASN/BSN Instructor	Nursing	Bradenton
Emily Gravley	01/06/2025		Faculty	SCFCS Instructor, English/Language Arts	Collegiate School	Bradenton
Changes						
Elizabeth Lux	01/02/2025	From	Professional	Coordinator, Enrollment Services	Enrollment Services	Bradenton
		To	Professional	Assistant Director, Enrollment Services	Enrollment Services	Bradenton
Liliana Mont	01/02/2025	From	Career	Specialist, Recruitment	Enrollment Services	Bradenton
		To	Career	Coordinator, Enrollment Services	Enrollment Services	Bradenton
Elisa Villegas	01/13/2025	From	Career	Specialist, Nursing/Admissions	Nursing	Bradenton
		To	Professional	Coordinator, Dual Language Program	Nursing	Bradenton
Separations						
Todd Fritch	01/02/2025		Administration	Executive Vice President & Provost	Provost and Academic Affairs Office	Bradenton
Portia Jackson	01/31/2025		Career	Specialist II	Human Resources	Bradenton
Continuing Contract						
Christopher Bellanca	08/09/2025		Faculty	Assistant Professor	Art, Design, and Humanities	Bradenton
Amanda Schlachter	08/09/2025		Faculty	Associate Professor	Performing Arts	Bradenton
Kathryn Tinley	08/09/2025		Faculty	ASN/BSN Instructor	Nursing	Bradenton
Katy Wallis	08/09/2025		Faculty	Associate Professor	Natural Science	Bradenton

**OFFICE OF THE VICE PRESIDENT OF
FINANCE AND ADMINISTRATIVE SERVICES**

Julie Martin Jakway, Vice President

TO: State College of Florida, Manatee – Sarasota
District Board of Trustees

FROM: Julie Martin Jakway
Vice President of Finance and Administrative Services

SUBJECT: *Monthly Financial Report – December 2024*

Two Year Programs

The report for Two Year Programs presents the Budget and Year-To-Date Revenue and Expense for this fiscal year and last fiscal year as of December 31, 2024.

Student Fees revenue for the current year is 5% higher compared to the same period last year. Other Student Fees revenue decreased by 4% over Other Student Fees reported through December of last year. This is mainly due to a decrease in repeat course fees and self-supporting program tuition fees. Support from Local Government increased by 19% over Support from Local Government through December of last year. This increase is due to earlier invoicing of dual enrollment in the current year. State Support decreased by 1% over State Support through December of last year.

In the category of Expenses, overall Personnel costs are 3% higher as compared to last December. Services expenses increased 43% and Materials and Supplies expenses increased by 17% compared to December of last year. Services expenses increased mainly due to timing of insurance payments and increased contractual services. Materials and Supplies increase is due to an increase in data software and minor equipment purchases in the current year. Other Current Charges decreased 4% compared to the same category through December of last year.

With this year 50% complete, personnel costs are at 43% of the amount budgeted for the current year, which is slightly higher compared to the three-year average for this time of year of 42%. Current expenses represent 38% of the amount budgeted, higher than the three-year average of 33% this time of year.

In summary, with the year 50% complete:

- Year-To-Date Actual Revenue is 56% of the Adjusted Budget, which is slightly higher compared with the three-year average of 55% for this time of year.
- Year-To-Date Actual Expense is 46% of the Adjusted Budget, which is higher than the three-year average of 40% for this time of year.
- Revenues are higher and expenses are lower as would be expected as a percentage of budget basis.

Baccalaureate Programs

The report for Baccalaureate Programs presents the Budget and Year-To-Date Revenue and Expense for this fiscal year and last fiscal year as of December 31, 2024.

Student Fees revenue for the current year is 1% higher compared to the same period last year. Other Student Fees revenue increased by 10% over Other Student Fees reported through December of last year. This is mainly due to an increase in repeat course fees.

In the category of Expenses, overall Personnel costs are flat as compared to last December. Services expenses decreased 37% and Materials and Supplies expenses increased by 7% compared to December of last year. Services expenses decreased mainly due to out-of-district travel and other contractual services. Materials and Supplies increase is due to an increase in e-resources licenses library expense. Other Current Charges increased compared to the same category through December of last year due to increased contingency.

With this year 50% complete, revenue is 65% of the amount budgeted for the current year, which is lower compared to the three-year average of 68%. Overall expenses are 42% of actual budgeted amount compared to 38% three-year average with personnel costs at 44% of the amount budgeted for the current year, which is higher compared to the three-year average for this time of year of 42%. Current expenses represent 29% of the amount budgeted, higher than the three-year average of 19% this time of year.

Collegiate School – Bradenton Campus

Total Revenue for Collegiate School – Bradenton Campus consists of Support from Local Government, State Support, Federal Support, and Other Revenue. Total Revenue as of December 31, 2024, totaled \$2,602,271 compared to the three-year average of \$2,467,394. Support from Local Government is \$2,226,895 compared to the three-year average of \$2,222,756 for this time of year. State Support is \$129,414 compared to the three-year average of \$124,114 for this time of year. Federal Support is \$191,516 compared to the three-year average of \$72,674 for this time of year. This change is due to the last submission for ESSER III grant. All ESSER funds have been expensed at this time. Other Revenue is \$54,446 compared to the three-year average of \$47,850 for this time of year. This increase is driven by the rise in interest rates in the current fiscal year.

Total Expense for Collegiate School – Bradenton Campus consists of Personnel, Current and Capital Outlay expenses. Total Expense is \$2,135,535, with Personnel totaling \$1,430,639, Current Expense totaling \$470,519 and Capital Outlay expenses totaling \$234,377 during the period. These figures compared to the three-year averages of \$2,103,233, \$1,345,027, \$501,679, and \$256,527, respectively, for this time of year.

On a percentage basis, Total Revenue is 50% of that budgeted, flat with the three-year average of 50% for this time of year. Total Expense is 39% of that budgeted, flat with the three-year average of 39% for this time of year.

Collegiate School – Venice Campus

Total Revenue for Collegiate School – Venice Campus consists of Support from Local Government, State Support, Federal Support, and Other Revenue. Total Revenue as of December 31, 2024, totaled \$1,523,970 compared to the three-year average of \$999,943. Support from Local Government is \$1,459,076 compared to the three-year average of \$932,778 for this time of year. State Support is \$60,687 compared to the three-year average of \$37,975. Federal Support is \$2,203 compared to the three-year average of \$22,671 for this time of year. This change is due to accruing ESSER grants funds in previous fiscal years. All ESSER funds have been expensed at this time. Other Revenue is \$11,005 compared to the three-year average of \$6,519 for this time of year.

Total Expense for Collegiate School – Venice Campus consists of Personnel, Current and Capital Outlay expenses. Total Expense is \$830,958, with Personnel totaling \$624,746, Current Expense totaling \$200,482 and Capital Outlay expenses totaling \$5,729 during the period. These figures compared to the three-year averages of \$943,970, \$507,914, \$211,583, and \$224,473, respectively, for this time of year.

On a percentage basis, Total Revenue is 58% of that budgeted, more than the three-year average of 47% for this time of year. Total Expense is 32% of that budgeted, which is less than the three-year average of 36% for this time of year.

State College of Florida
Two Year Revenue and Expense Comparison Report
FY 2024-25 vs. FY 2023-24
Lower Level Programs - Fund 11000

AC Type	Description	December 31, 2024				December 31, 2023				Percent Change CY YTD Actual/ PY YTD Actual
		Orig Budget		Adj Budget		Orig Budget		Adj Budget		
		YTD Actual	YTD Actual / Adj Budget	YTD Actual	YTD Actual / Adj Budget	YTD Actual	YTD Actual / Adj Budget	YTD Actual	YTD Actual / Adj Budget	
Revenue										
41	Student Fees	13,835,060	13,835,060	11,656,339	84%	13,679,170	13,679,170	11,134,409	81%	5%
42	Other Student Fees	3,950,858	3,950,858	2,440,436	62%	3,678,121	3,678,121	2,532,606	69%	-4%
43	Support From Local Government [1]	1,447,861	1,447,861	1,624,157	112%	1,343,347	1,343,347	1,364,597	102%	19%
44	State Support	35,579,924	33,871,248	15,974,192	47%	35,999,152	35,999,152	16,214,405	45%	-1%
45	Federal Support	3,026,000	3,026,000	92,117	3%	26,000	3,876,000	293,232	8%	
46	Gifts, Private Grants & Contracts	0	0	0		0	0	0		
47	Sales and Services Department	977,364	977,364	535,828	55%	827,665	827,665	502,833	61%	7%
49	Other Revenue [2]	1,173,320	1,173,320	496,226	42%	476,544	502,544	530,167	105%	-6%
4A	Non-Revenue Receipts [3]	275,268	277,768	(1,003)		296,548	296,548	(3)	0%	
	Total : Revenue	60,265,655	58,559,479	32,818,292	56%	56,326,547	60,202,547	32,572,246	54%	1%
	Grand Total : Revenue	60,265,655	58,559,479	32,818,292	56%	56,326,547	60,202,547	32,572,246	54%	1%
Expense										
Personnel										
51	Salaries-Full Time & Perm Part Time	26,959,740	25,611,166	11,983,307	47%	25,165,669	25,169,669	11,712,512	47%	2%
52	Other Personnel Exp P/T (Non-Perm)	3,756,892	3,703,262	1,471,751	40%	3,709,408	3,709,408	1,489,215	40%	-1%
53	Personnel Benefits	11,695,362	13,057,799	4,632,586	35%	11,991,426	11,991,426	4,332,240	36%	7%
	Total : Personnel	42,411,994	42,372,227	18,087,645	43%	40,866,503	40,870,503	17,533,966	43%	3%
Current Expense										
61	Services [4]	15,293,290	15,563,869	7,173,147	46%	11,146,170	15,198,044	5,005,568	33%	43%
62	Materials and Supplies	4,289,406	4,425,345	1,448,221	33%	4,114,207	4,179,025	1,234,367	30%	17%
63	Other Current Charges [5]	5,508,677	3,746,673	423,383	11%	6,608,353	4,621,357	438,949	9%	-4%
	Total : Current Expense	25,091,373	23,735,887	9,044,751	38%	21,868,730	23,998,426	6,678,884	28%	35%
Capital										
71	Capital Outlay	2,013,000	1,993,683	24,340	1%	1,145,586	1,373,072	29,387	2%	-17%
	Total : Capital	2,013,000	1,993,683	24,340	1%	1,145,586	1,373,072	29,387	2%	-17%
	Grand Total : Expense [6]	69,516,367	76,401,796	35,456,736	46%	63,880,819	66,242,001	24,242,237	37%	46%

- ^[1] Dual enrollment revenue
^[2] Includes interest and dividends, fines and penalties, bad debt recoveries and miscellaneous revenue
^[3] Includes non-mandatory transfers in, proceeds from fixed asset sales, and over and short
^[4] Includes travel, postage, phone, printing, repairs, service agreements, utilities, advertising, temp svcs, consultants and professional fees, and contractors
^[5] Includes central store, scholarships, fee waivers, bad debt expense, unemployment comp and uninsured losses
^[6] Includes non-mandatory transfers out to Fund 7 (For FY 24-25 this total is \$8.3 million)

State College of Florida
Two Year Revenue and Expense Comparison Report
FY 2024-25 vs. FY 2023-24
Upper Level Programs - Fund 12000

AC Type	Description	December 31, 2024				December 31, 2023				Percent Change	
				Percent				Percent		CY YTD Actual/	PY YTD Actual
		Orig Budget	Adj Budget	YTD Actual	Adj Budget	YTD Actual	Adj Budget	Orig Budget	Adj Budget	YTD Actual	Adj Budget
	Revenue										
41	Student Fees	1,439,766	1,439,766	1,077,977	75%	1,302,969	1,302,969	1,069,077	82%		1%
42	Other Student Fees	140,149	140,149	93,531	67%	123,689	123,689	84,803	69%		10%
44	State Support	178,164	178,164	0	0%	178,164	178,164	0	0%		
49	Other Revenue [1]	159,183	159,183	74,505	47%	68,438	68,438	88,275	129%		-16%
	Total : Revenue	1,917,262	1,917,262	1,246,013	65%	1,673,260	1,673,260	1,242,154	74%		0%
	Grand Total : Revenue	1,917,262	1,917,262	1,246,013	65%	1,673,260	1,673,260	1,242,154	74%		0%
	Expense										
	Personnel										
51	Salaries-Full Time & Perm Part Time	813,108	820,108	361,505	44%	800,253	800,253	346,930	43%		4%
52	Other Personnel Exp P/T (Non-Perm)	363,600	363,600	214,763	59%	400,451	400,451	227,522	57%		-6%
53	Personnel Benefits	394,129	394,665	113,356	29%	259,408	259,408	106,060	41%		7%
	Total : Personnel	1,570,837	1,578,373	689,624	44%	1,460,112	1,460,112	680,512	47%		1%
	Current Expense										
61	Services [2]	34,675	33,525	4,506	13%	35,755	36,055	7,173	20%		-37%
62	Materials and Supplies	86,143	86,136	5,781	7%	83,777	84,977	5,390	6%		7%
63	Other Current Charges [3]	93,616	93,616	50,893	54%	93,616	93,616	9,830	11%		
	Total : Current Expense	214,434	213,277	61,179	29%	213,148	214,648	22,393	10%		
	Capital										
71	Capital Outlay	0	0	0		0	0	0			
	Total : Capital	0	0	0		0	0	0			
	Grand Total : Expense	1,785,271	1,791,650	750,804	42%	1,673,260	1,674,760	702,905	42%		7%

- [1] Includes interest and dividends, fines and penalties, bad debt recoveries and miscellaneous revenue
 [2] Includes travel, postage, phone, printing, repairs, service agreements, utilities, advertising, temp svcs, consultants and professional fees, and contractors
 [3] Includes central store, scholarships, fee waivers and bad debt expense

BUDGET AMENDMENT REQUEST
STATE COLLEGE OF FLORIDA, MANATEE - SARASOTA

RESOLUTION NUMBER: Nineteen (19)
AMENDMENT NUMBER: Nineteen (19)

FISCAL YEAR: 2024-25
December 2024

FUND NAME: CURRENT UNRESTRICTED

FUND NUMBER: 11000

CATEGORY	PRESENT			REVISED
	BUDGET	INCREASE	DECREASE	BUDGET
Beginning Fund Balance	\$ 21,722,247	\$	\$	\$ 21,722,247
REVENUE	58,559,479			58,559,479
TOTAL TO BE ACCOUNTED FOR	\$ 80,281,726	\$ 0	\$ 0	\$ 80,281,726
	=====	=====	=====	=====
SALARIES	\$ 42,372,227	\$		42,372,227
CURRENT EXPENSE	31,559,692	3,000 <a>		31,562,692
CAPITAL OUTLAY	996,683		3,000 	993,683
ENDING FUND BALANCE	5,353,124			5,353,124
	-----	-----	-----	-----
TOTAL ACCOUNTED FOR	\$ 80,281,726	\$ 3,000	\$ 3,000	\$ 80,281,726
	=====	=====	=====	=====

JUSTIFICATION:

<a> The \$3,000 increase in current expense is due to:
 Reallocate budget for the addition of Meltwater Newsletter Service

3,000
 \$ 3,000

 The \$3,000 decrease in capital outlay is due to:
 Reallocate budget for the addition of Meltwater Newsletter Service

(3,000)
 \$ (3,000)

**BUDGET AMENDMENT REQUEST
STATE COLLEGE OF FLORIDA, MANATEE - SARASOTA**

**RESOLUTION NUMBER: Twenty (20)
AMENDMENT NUMBER: Twenty (20)**

**FISCAL YEAR: 2024-25
December 2024**

FUND NAME: UNEXPENDED PLANT FUND

FUND NUMBER: **SEVEN**

	PRESENT			REVISED
CATEGORY	BUDGET	INCREASE	DECREASE	BUDGET
Beginning Fund Balance	\$ 24,425,514	\$	\$	\$ 24,425,514
REVENUE	61,466,883			61,466,883
TOTAL TO BE ACCOUNTED FOR	\$ 85,892,397	\$ 0	0	\$ 85,892,397
SALARIES	\$ 309,775	\$		309,775
CURRENT EXPENSE	175,806	18,821 <a>		194,627
CAPITAL OUTLAY	34,224,057		13,931 	34,210,126
ENDING FUND BALANCE	51,182,760			51,182,760
TOTAL ACCOUNTED FOR	\$ 85,892,398	\$ 18,821	\$ 13,931	\$ 85,897,288

JUSTIFICATION:

<a> The \$18,821 increase in Current Expense is due to:

Increase budget to purchase Furniture for Bldg 10 Room 223
Increase budget to purchase Hurricane furniture replacements
Realign budget for 22/23 Deferred Main closeout

6,000
8,500
\$ 4,321
<u>\$ 18,821</u>

**** The \$13,931 decrease in Capital Outlay is due to:

Decrease to move budget to purchase Furniture for Bldg 10 Room 223
Decrease to move budget to purchase Hurricane furniture replacements
Realign budget for 22/23 Deferred Main and closeout project
Establish budget for Bldg 3 Auto Door Operators

(6,000)
(8,500)
(25,452)
26,021
<u>\$ (13,931)</u>

State College of Florida
Two Year Revenue and Expense Comparison Report
FY 2024-25 vs. FY 2023-24
Collegiate School - Bradenton Campus

AC Type Description	December 31, 2024					December 31, 2023					Percent Change CY YTD Actual/ PY YTD Actual
	Percent					Percent					
	Orig Budget	Adj Budget	YTD Actual	YTD Actual / Adj Budget		Orig Budget	Adj Budget	YTD Actual	YTD Actual / Adj Budget		
Revenue											
43 Support From Local Government [1]	4,492,106	4,492,106	2,226,895	50%		3,954,102	4,627,862	2,374,030	51%		-6%
44 State Support [2]	0	0	129,414			40	40	127,659			1%
45 Federal Support [3]	27,268	27,268	191,516			27,268	448,386	6,328	1%		-14%
49 Other Revenue [4]	0	0	54,446			79,430	79,430	63,224	80%		1%
Total : Revenue	4,519,374	4,519,374	2,602,271	58%		4,060,840	5,155,718	2,571,240	50%		
Grand Total : Revenue	4,519,374	4,519,374	2,602,271	58%		4,060,840	5,155,718	2,571,240	50%		
Expense											
Personnel											
51 Salaries-Full Time & Perm Part Time	2,497,195	2,497,695	1,043,504	42%		1,834,689	2,361,068	1,009,104	43%		3%
52 Other Personnel Exp P/T (Non-Perm)	59,520	59,520	14,695	25%		59,520	65,520	12,405	19%		18%
53 Personnel Benefits	732,988	733,026	372,440	51%		732,988	890,988	356,167	40%		5%
Total : Personnel	3,289,703	3,290,241	1,430,639	43%		2,627,197	3,317,576	1,377,676	42%		4%
Current Expense											
61 Services [5]	1,235,145	1,168,402	246,429	21%		1,065,835	1,221,435	362,784	30%		-32%
62 Materials and Supplies	295,214	371,897	224,089	60%		269,154	319,154	114,117	36%		96%
63 Other Current Charges	0	0	0			0	0	0			-1%
Total : Current Expense	1,530,360	1,540,299	470,519	31%		1,334,989	1,540,589	476,902	31%		
Capital											
71 Capital Outlay	296,899	333,992	234,377	70%		538,038	965,262	421,620	44%		
Total : Capital	296,899	333,992	234,377	70%		538,038	965,262	421,620	44%		
Grand Total : Expense	5,116,962	5,164,533	2,135,535	41%		4,500,223	5,823,427	2,276,197	39%		-6%

[1] Includes revenue from Manatee County school district

[2] Includes capital funding from Manatee County school district

[3] Includes grant revenue

[4] Includes interest and dividend, teacher supply funds and Best & Brightest Scholarships awarded by Manatee County school board.

[5] Includes travel, postage, printing, lease, insurance, contracted services (including DE), and professional fees

State College of Florida
Two Year Revenue and Expense Comparison Report
FY 2024-25 vs. FY 2023-24
Collegiate School - Venice Campus

AC Type	Description	December 31, 2024					December 31, 2023					Percent Change CY YTD Actual/ PY YTD Actual
		Percent				YTD Actual / Adj Budget	Percent				YTD Actual / Adj Budget	
		Orig Budget	Adj Budget	YTD Actual	YTD Actual / Adj Budget		Orig Budget	Adj Budget	YTD Actual	YTD Actual / Adj Budget		
Revenue												
43	Support From Local Government [1]	2,613,647	2,613,647	1,459,076	56%	2,364,033	2,265,227	1,106,830	49%	32%		
44	State Support [2]	0	0	60,687		0	0	38,886		56%		
45	Federal Support [3]	12,680	12,680	2,203	17%	30,000	12,680	55,979	441%	-96%		
49	Other Revenue [4]	3,000	3,000	11,005	367%	2,000	3,000	10,169	339%			
4A	Non-Revenue Receipts	0	0	0		0	0	0				
Total : Revenue		2,629,327	2,629,327	1,532,970	58%	2,396,033	2,280,907	1,211,864	53%	26%		
Grand Total : Revenue		2,629,327	2,629,327	1,532,970	58%	2,396,033	2,280,907	1,211,864	53%	26%		
Expense												
Personnel												
51	Salaries-Full Time & Perm Part Time	1,124,871	1,124,871	457,288	41%	1,044,146	990,680	447,762	45%	2%		
52	Other Personnel Exp P/T (Non-Perm)	25,000	25,000	2,234	9%	17,000	25,000	10,370	41%	-78%		
53	Personnel Benefits	367,987	367,987	165,225	45%	359,599	368,177	157,884	43%	5%		
Total : Personnel		1,517,858	1,517,858	624,746	41%	1,420,745	1,383,857	616,016	45%	1%		
Current Expense												
61	Services [5]	800,958	817,958	113,125	14%	547,840	591,160	61,437	10%	84%		
62	Materials and Supplies	230,356	213,356	87,357	41%	184,687	174,052	57,993	33%	51%		
Total : Current Expense		1,031,314	1,031,314	200,482	19%	732,527	765,212	119,430	16%	68%		
Capital												
71	Capital Outlay	5,000	27,305	5,729	21%	5,000	95,585	28,244	30%	-80%		
Total : Capital		5,000	27,305	5,729	21%	5,000	95,585	28,244	30%	-80%		
Grand Total : Expense		2,554,172	2,576,477	830,958	32%	2,158,272	2,244,655	763,690	34%	9%		

[1] Includes revenue from Sarasota County school district

[2] Includes capital funding from Sarasota County school district

[3] Includes grant revenue

[4] Includes interest and dividends revenue

[5] Includes travel, postage, printing, lease, insurance, contracted services (including DE), and professional fees

ACCEPTANCE OF GIFTS AND GRANTS

It is respectfully requested the District Board of Trustees of State College of Florida, Manatee-Sarasota accept and approve the following gifts and grants.

December 2024

<u>DONOR/GRANTOR</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
<u>Gifts:</u>		
No gifts received		
<u>Grants:</u>		
United States Department of Education		
December YTD Revenue	673,525	
November YTD Revenue	673,525	
Change for Month of December	-	Pell Grant 2023-24
December YTD Revenue	7,634,285	
November YTD Revenue	7,571,329	
Change for Month of December	62,956	Pell Grant 2024-25
Total Received - Gifts	-	
Total Received (Returned) - Pell Grant	62,956	

PROPERTY DISPOSAL

(Complete and route to Vice President, Finance & Administrative Services)



Proposed by Xavier Montgomery

Date 2/1/2025

Name

Manager, Business Operations

Title

Description	Asset #	Purchase Price	Purchase Date	Reason for Disposal	Method of Disposal
Crown Audio DriveCore Amplifier	00035922	\$1,063.00	06/17/2021	Obsolete	e-Scrap
Elmo Document Camera	025323	\$3,715.12	04/01/2004	Obsolete	e-Scrap
Extron MLS406 Medialink Switcher	027654	\$2,939.84	05/28/2009	Obsolete	e-Scrap
Extron MLS406 Medialink Switcher	028300	\$1,045.00	04/22/2010	Obsolete	e-Scrap
Extron MLS406 Medialink Switcher	029882	\$1,038.20	10/24/2011	Obsolete	e-Scrap
Hitachi 2000 Lumens Projector	026769	\$2,236.35	06/30/2007	Obsolete	e-Scrap
Hitachi 2000 Lumens Projector	027336	\$1,904.37	04/14/2008	Obsolete	e-Scrap
iMac, Mid 2011, 21.5" i5 4GB 512GB	030355	\$1,149.00	05/02/2012	Obsolete	e-Scrap
iMac, Mid 2017, 21.5" i5 16GB 256GB	00036841	\$1,229.00	07/27/2021	Obsolete	e-Scrap
iPad Air 2, 9.7" Wi-Fi/Cellular 32GB, Gold	032964	\$464.98	06/12/2017	Obsolete	e-Scrap
Latitude 3490 BTX	033764	\$1,083.64	05/29/2018	Obsolete	e-Scrap
Latitude 3490 BTX	033818	\$1,083.64	06/07/2018	Obsolete	e-Scrap
Latitude 5400 XCTO	00035283	\$1,200.00	06/17/2020	Obsolete	e-Scrap
Latitude 5420 XCTO	00036758	\$1,090.00	08/06/2021	Obsolete	e-Scrap
Latitude 5420 XCTO	00037270	\$1,090.00	09/30/2021	Obsolete	e-Scrap
Latitude 5420 XCTO	00037271	\$1,090.00	09/30/2021	Obsolete	e-Scrap
Latitude 5490 XCTO	034303	\$1,120.00	05/22/2019	Obsolete	e-Scrap
Latitude 5490 XCTO	034428	\$1,119.99	06/18/2019	Obsolete	e-Scrap
Latitude 5490 XCTO	034453	\$1,120.00	06/18/2019	Obsolete	e-Scrap
Latitude 5580 XCTO	033794	\$1,278.55	06/04/2018	Obsolete	e-Scrap
MacBook Pro, 2020, 13" i5 1.4GHz	00035154	\$1,579.00	03/09/2020	Obsolete	e-Scrap
Mediatech Presentation Lectern	024255	\$2,039.80	04/23/2003	Obsolete	e-Scrap
MediaTech Presentation Lectern	027653	\$3,095.03	05/28/2009	Obsolete	e-Scrap
OptiPlex 3040 Medium BTX	032640	\$582.93	11/10/2016	Obsolete	e-Scrap
OptiPlex 3060 Micro BTX	033997	\$550.00	09/27/2018	Obsolete	e-Scrap
OptiPlex 3060 Micro BTX	034030	\$550.00	09/27/2018	Obsolete	e-Scrap
OptiPlex 3060 Micro BTX	034074	\$550.00	09/27/2018	Obsolete	e-Scrap
OptiPlex 3060 Micro BTX	034075	\$550.00	09/27/2018	Obsolete	e-Scrap
OptiPlex 3060 Micro BTX	034076	\$550.00	09/27/2018	Obsolete	e-Scrap
OptiPlex 3060 Micro BTX	034077	\$550.00	09/27/2018	Obsolete	e-Scrap
OptiPlex 3060 Micro BTX	034078	\$550.00	09/27/2018	Obsolete	e-Scrap
OptiPlex 3060 Micro BTX	034086	\$550.00	09/27/2018	Obsolete	e-Scrap
OptiPlex 3060 Micro BTX	034087	\$550.00	09/27/2018	Obsolete	e-Scrap
OptiPlex 3060 Micro BTX	034088	\$550.00	09/27/2018	Obsolete	e-Scrap
OptiPlex 3060 Micro BTX	034089	\$550.00	09/27/2018	Obsolete	e-Scrap

PROPERTY DISPOSAL

(Complete and route to Vice President, Finance & Administrative Services)

OptiPlex 3060 Micro BTX	034090	\$550.00	09/27/2018	Obsolete	e-Scrap
OptiPlex 3060 Micro BTX	034091	\$550.00	09/27/2018	Obsolete	e-Scrap
OptiPlex 3060 Micro BTX	034092	\$550.00	09/27/2018	Obsolete	e-Scrap
OptiPlex 3060 Micro XCTO	034399	\$674.69	05/28/2019	Obsolete	e-Scrap
OptiPlex 3060 Micro XCTO	034440	\$707.34	06/18/2019	Obsolete	e-Scrap
OptiPlex 5050 Medium BTX	033722	\$850.00	05/04/2018	Obsolete	e-Scrap
OptiPlex 5050 Medium BTX	033779	\$850.00	05/31/2018	Obsolete	e-Scrap
OptiPlex 5050 Medium BTX	033787	\$850.00	05/31/2018	Obsolete	e-Scrap
OptiPlex 5050 Mini XCTO	033638	\$725.00	03/29/2018	Obsolete	e-Scrap
OptiPlex 5050 Mini XCTO	033673	\$725.00	03/29/2018	Obsolete	e-Scrap
OptiPlex 5050 Mini XCTO	033791	\$891.10	06/04/2018	Obsolete	e-Scrap
OptiPlex 5050 Mini XCTO	033795	\$891.10	06/04/2018	Obsolete	e-Scrap
OptiPlex 5050 Mini XCTO	033805	\$891.10	06/11/2018	Obsolete	e-Scrap
OptiPlex 5060 Mini XCTO	00035024	\$850.00	12/16/2019	Obsolete	e-Scrap
OptiPlex 5060 Mini XCTO	00035036	\$850.00	12/16/2019	Obsolete	e-Scrap
OptiPlex 5060 Mini XCTO	034315	\$900.00	05/02/2019	Obsolete	e-Scrap
OptiPlex 5060 Mini XCTO	034316	\$900.00	05/02/2019	Obsolete	e-Scrap
OptiPlex 5060 Mini XCTO	034317	\$900.00	05/02/2019	Obsolete	e-Scrap
OptiPlex 5060 Mini XCTO	034319	\$900.00	05/02/2019	Obsolete	e-Scrap
OptiPlex 5060 Mini XCTO	034372	\$900.00	05/02/2019	Obsolete	e-Scrap
OptiPlex 5060 Mini XCTO	034430	\$1,050.00	06/18/2019	Obsolete	e-Scrap
Surface Pro 7, i5 256GB	00035256	\$1,195.99	06/10/2020	Obsolete	e-Scrap
12.9 inch iPad pro 1TB space gray	00038821	\$1,699.00	04/03/2024	Warranty Replacement	Warranty Replacement

Tate Montgomery

02/04/2025

Proposer

Date

Rebecca Fida

02/04/2025

Business Services Administrator

Date

Julie Jakway

Julie Jakway (Feb 4, 2025 16:48 EST)

02/04/2025

Signature of Vice President, Finance & Administrative Services

Date

State College of Florida Current Capital Projects With Budgets over \$150,000 as of February 2025	Board of Trustee Approved Budget	Date Board Approved Budget	Source of Funds	Project Justification	Total Estimated Project Expense Includes all Hard and Soft costs	Comments
In-Construction						
Building Deferred Maintenance, Buildings 17,29,500	1,270,000	6/28/2022	\$8.2M State CARES	Deferred Maint.	1,270,000	Construction
HVAC Deferred Maintenance, Buildings 26	2,658,776	6/28/2022	\$8.2M State CARES	Deferred Maint.	2,658,776	Construction
Permanent Roof Installation, Buildings 11,17 & 23	1,384,295	10/29/2024	Capital Reserve	Hurricane Damages	1,384,295	Building 23 Completed
Hurricane Milton Damages, Misc	4,615,705	10/29/2024	Capital Reserve	Hurricane Damages	4,615,705	Construction
Approval, Planning or Design						
Parrish Phase 1 Design	2,209,750	5/23/2023	PECO	Population Shift	2,209,750	Design in process
Building 2 Radiography X-Ray Equipment & Space Upgrade	408,000	12/10/2024	Capital Reserve	Deferred Maint.	408,000	Planning & Design
Building 29 Nursing Auditorium Upgrades	750,000	12/10/2024	Capital Reserve	Deferred Maint.	750,000	Planning & Design
Building 28 OT/PT HVAC Upgrades	220,000	12/10/2024	Capital Reserve	Deferred Maint.	220,000	Planning & Design
Building 26 Sceince Walk-In Laboratory Refrigeration	165,000	12/10/2024	Capital Reserve	Deferred Maint.	165,000	Planning & Design
3-Court Tournament Sand Volleyball	250,000	12/10/2024	Capital Reserve	Deferred Maint.	250,000	Planning & Design
Weight Room and Equipment Upgrades	500,000	12/10/2024	Capital Reserve	Deferred Maint.	500,000	Planning & Design
Total	14,431,526		-	-	14,431,526	

RULES FOR FINAL ACTION FEBRUARY 25, 2025

	<u>Rule</u>	<u>Title</u>	<u>Revision</u>
1	6HX14-2.06	Appointment of Personnel	Standardizing language

RULE

Subject	Appointment of Personnel	Number: 6HX14-2.06
Authority	F.S. 1001.64, 1001.65	Date: 6/24/09
History	01/18/84, 2/16/00, 2/18/04, 6/24/09	
Source	Human Resources	

All appointments must be approved by the President, or designated representative, and [reported to](#) the Board of Trustees. ~~See SCF Procedure 6HX14 2.06.01.~~

The College will not discriminate ~~on the basis of race, color, national origin, religion, sex, age, disability, marital or veteran status~~ in its employment practices [in accordance with the College's nondiscrimination rules and procedures and applicable law.](#)

RULE

Subject	Appointment of Personnel	Number: 6HX14-2.06
Authority	F.S. 1001.64, 1001.65	Date:
History	01/18/84, 2/16/00, 2/18/04, 6/24/09	

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