



STATE COLLEGE OF FLORIDA<sup>SM</sup>  
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 &amp; TEAMs</p> <p style="text-align: center;">April 1, 2025 5:30 pm</p>
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1. **Meeting Call to Order – Mr. Thomson**
2. **Invocation and Pledge of Allegiance - Chris Wellman**
3. **Public Comment - Mr. Thomson**
4. **President’s Report - President Gregory**
5. **Mission Moment - Business Department Overview - Kristen Zaborski**
6. **Approval of Non-Financial Consent Agenda Items (“Consent Agenda A”)**

Exhibit A:	Minutes of February 25, 2025 BOT Meeting - Page 5
Exhibit B:	Amended Spring 2025 Lifelong Learning & Workforce Development Schedule - Page 8
Exhibit C:	Curriculum Revision (CDR) Report February 2025 - Page 13
Exhibit D:	HR Personnel Actions Monthly Report February 2025 - Page 15
Exhibit E:	Minutes of March 6, 2025 TSI Advisory Committee Meeting 16

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

Exhibit F:	Monthly Financial Report Jan. 2025 - Page 19
Exhibit G:	Budget Amendment FY 2024-25 Dec. 2024 #21-26 - Page 24
Exhibit H:	SCFCS Financial Report(s) Jan. 2025 - Page 30
Exhibit I:	Acceptance of Gifts and Grants Jan. 2025 - Page 32
Exhibit J:	Monthly Financial Report Feb. 2025 - Page 33
Exhibit K:	Budget Amendment FY 2024-25 Feb. 2024 #27-30 - Page 38
Exhibit L:	SCFCS Financial Report(s) Feb. 2025 - Page 42
Exhibit M:	Acceptance of Gifts and Grants Feb. 2025 - Page 44
Exhibit N:	Property Disposals - Page 45
Exhibit O:	Grant No. 25-02 NJCAA Foundation Sport Opportunity - Cross Country - Page 48

8. **Facilities Project List (Informational Only) - Chris Wellman**  
Exhibit P: Project List - Page 50

**9. Old Business**

**10. New Business**

- **Presidents Goals**

**11. SCF Foundation Update - Cassandra Holmes**

**12. Board Comments**

**13. Board Adjournment**

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

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**Date:** February 25, 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 February 25, 2025 at SCF Bradenton.

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

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

**1. Meeting Call to Order - Mr. Thomson**

Mr. Thomson 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, Jennifer Bieselin, made public comment on academic excellence. Ms. Bieselin shared student stories and invited the members of the Board and SCF Administration to attend one of her Speech classes.

SCF Faculty member, Phillip Travis, made public comment on inspiring passion for education. Mr. Travis invited the members of the Board and SCF Administration to attend one of his History classes. SCF Faculty member, Robert Shollar, made public comment in support of SCF Faculty. Mr. Shollar introduced himself and shared his story of going from SCF Student to SCF Faculty. Mr. Shollar invited the members of the Board and SCF Administration to attend one of his Math classes.

SCF Faculty member, Linda McKeag, made public comment on faculty compensation and invited the members of the Board and SCF Administration to attend any of her classes.

SCF Faculty member, Katherine Bzura, made public comment on sharing her passion for art, making connections, and transformation. Ms. Bzura invited the members of the Board and SCF Administration to attend one of her Art classes.

**4. President's Report**

President Gregory thanked Faculty for sharing their stories. The President highlighted the numerous legislative priorities meetings that took place in the month of February. President Gregory reiterated SCF's three priorities: \$17 million recurring funding, for SCF to be funded equally in the Florida College System; \$9 million, the final installment, for the Parrish campus; \$7 million for the SCF Venice campus for a new SCF Collegiate School building.

President Gregory gave a huge shout-out to the coordinators of the Inauguration and thanked the Trustees for their participation and support. The President shared his vision of "Higher and Faster." Explaining his goal for SCF to increase the graduations rates, and to shorten the length of time it takes to graduate a student.

**5. Mission Moment - Business and Technology Faculty, Jason Reed**

Mr. Reed provided the Board of Trustees with an overview of the SCF Computer and Technology Program, the degrees and certificates students can achieve through the program. Mr. Reed highlighted the program's Faculty and the real-life experience they bring to the classroom.

**6. Enrollment & Retention - Dr. Ryan Hale & Dr. Brittany Nielsen**

Dr. Hale gave the Trustee an update on SCF enrollment and trends for Fall 2024.

Dr. Nielsen shared enrollment data for Spring 2025 and SCF recruitment activities.

**7. Fund Accounting**

Ms. Jakway delivered a presentation on SCF's various funds – the resources and the restrictions.

**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

After due discussion and consideration, Ms. Collins motioned to approve the Non-Financial Consent Agenda, Ms. Riner seconded, and the Board unanimously approved.

**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

After due discussion and consideration, Mr. Moore motioned to approve the Financial Consent Agenda, Mr. Goodson seconded, and the Board unanimously approved.

**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

Mr. Prouty provided the Board with an explanation of the rule revisions.

Mr. Thomson opened the meeting to public comment. There being no public comment, Mr.

Thomson closed the public hearing. After due discussion and consideration, Ms. Collins motioned to approve Exhibit L, Ms. Riner seconded, and the Board unanimously approved.

**12. SCF Foundation Update - Cassandra Holmes**

Ms. Holmes provided the Trustees with an SCF Foundation update and invited Trustees to attend the April 5<sup>th</sup> Evening Under the Stars event.

**13. Old Business**

None

**14. New Business**

None

**15. Board Comments/Updates & Adjournment**

Mr. DiDomenico commented on the faculty public comments being very impactful.

Mr. Fuller shared that he thought Jason's presentation was very helpful and he would like to continue to see faculty / program presentations at future meetings.

Ms. Collins applauded Jason's presentation.

Ms. Riner echoed the previous comments and added how impressed she was with the student speaker at the inauguration dinner.

Mr. Moore congratulated President Gregory on his inauguration.

Mr. Moore agreed that the program presentations are very meaningful and helpful.

Mr. Thomson praised the inauguration event and the teamwork that made it happen.

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

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Rod Thomson, Chair, Board of Trustees

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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)	Wardman
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
16528	TOP - Customer Service	4/2/25	4/2/25	\$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	3/6/25	\$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
16569	TOP - Teamwork, Trust, and Empathy Building SUPERVISOR LEADERSHIP TRACK	2/19/25	2/19/25	\$0.00	Location : Online	Diasio

Exhibit

(\$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
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.
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

(\$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
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 (Bradenton)	3/11/25	4/24/25	\$550.00	SCF Bradenton (Building 18)	Wood
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
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)	*

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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
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
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	6/24/25	\$0.00	SCF Lakewood Ranch (CIT)	*
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

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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
16945	Instant Insight for Instant Rapport	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)	*
16952	PowerPoint 1	3/19/25	3/26/25	\$0.00	Off-site Sarasota (contract training)	Devine
16953	PowerPoint 1	3/19/25	3/26/25	\$0.00	Off-site Sarasota (contract training)	Devine
16954	Production Involvement	2/28/25	4/18/25	\$25.00	SCF Bradenton (Building 11)	Smith
16956	FAA Part 107 UAS Drone Safety	3/22/25	3/22/25	\$299.00	SCF Bradenton (26 West Center)	Bagley
16957	JavaScript Coding Specialist	3/24/25	5/21/25	\$3,250.00	Location : Online	Taylor
16958	Python Coding Specialist	3/24/25	5/21/25	\$3,250.00	SCF Bradenton (26 West Center)	Bagley
16959	WordPress Certified Editor	3/24/25	5/21/25	\$3,250.00	SCF Bradenton (26 West Center)	Link
16961	AWS Cloud Practitioner	3/25/25	5/22/25	\$3,250.00		Lonseth
16970	UX/UI Web Developer	3/25/25	5/22/25	\$3,250.00	SCF Bradenton (26 West Center)	Link
16972	AWS AI Practitioner	3/24/25	5/21/25	\$3,250.00		Lonseth
16973	Effective Communication	4/25/25	4/25/25	\$0.00	SCF Lakewood Ranch (CIT)	Dudley
16987	FAA Part 107 UAS Drone Safety	4/26/25	4/26/25	\$299.00	SCF Bradenton (26 West Center)	Bagley
16988	Coding in AI Specialist (Python)	3/25/25	5/22/25	\$3,250.00	SCF Bradenton (26 West Center)	Bagley
16990	Mediterranean Cuisine Dinner	4/23/25	4/23/25	\$99.00	Pineapple Kitchen Dinner Theater	*
16992	Indulgent Dessert Making	4/16/25	4/16/25	\$75.00	Pineapple Kitchen Dinner Theater	*
16995	Meeting Facilitation - City Furniture - Hiring Event	3/21/25	5/6/25	\$0.00	SCF Lakewood Ranch (CIT)	*
16996	Meeting Facilitation - City Furniture - Training	4/14/25	6/6/25	\$0.00	SCF Lakewood Ranch (CIT)	*
17006	SQL Coding Data Analytics	3/24/25	5/19/25	\$3,250.00	Online or Hybrid	Bagley
17012	Computer Tutoring	3/11/25	3/11/25	\$170.00	SCF Lakewood Ranch (CIT)	Devine

**RECOMMENDATION TO  
STATE COLLEGE OF FLORIDA  
MANATEE-SARASOTA  
DISTRICT BOARD OF TRUSTEES**

**Title:** Curriculum Revision

**Background:**

To ensure that the requirements are current and responsive to student needs, the Curriculum Development and Review Committee has acted on requests from various departments to revise selected courses and programs, and to establish new courses and programs.

**Objective:**

To approve actions of the Curriculum Development and Review Committee and the recommendations of the President to manage curriculum changes as necessary.

**Legal Authority:**

Rule 6HX14-1.07 Responsibility and Authority of the President

**Recommendation:**

The President recommends that the Board of Trustees approve the recommendations of the Curriculum Development and Review Committee to establish/revise/delete programs and courses as described. (See Attachment)

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\_\_\_\_\_  
Interim Provost

3.14.2025  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
President

3-17-25  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Chair, District Board of Trustees

\_\_\_\_\_  
Date

EEX 4603 Behavior Management in Early Learning (3) (B.S.) ..... Title Change, Course description,  
 ..... Student Learning Outcomes  
 FFP 1000 Introduction to Fire Science (3) (A.S.).....(6) credit hours to (3) credit hours, Course description  
 HSA 4817 Practicum in Heath Services Administration (3) (B.A.S.) ..... Course Description, Student Learning Outcomes  
 PLA 2203 Civil Procedure I (3) (A.A). .... Title change, Course description, Prerequisite, Student Learning Outcomes  
 PLA 2223 Civil Procedure II (3) (A.A. .... Title change, Course description, Prerequisite, Student Learning Outcomes  
 PLA 2732 Law Office Computer Applications (3) (A.S) ..... Course description, Prerequisite, Student Learning Outcomes  
 PLA 2949 Internship Paralegal/Legal Assisting (3) (A.A). .... prerequisite

**Courses: Deleted**

EEC 4941 Internship I Early Childhood Education..... (3) B.S.  
 EEC 4942 Internship II Early Childhood Education..... (3) B.S.  
 EEC 4943 Internship III Early Childhood Education..... (3) B.S.  
 EDF 2085 Introduction to Diversity for Educators ..... (3) A.A.

**State Common Course Numbering System Changes (SCNS) – Information Item**

None

## Human Resources Office Personnel Actions Board Exhibits: February 2025

| <u>Name</u>                | <u>Effective Date</u> |  | <u>Classification</u> | <u>Classification Title</u>                  | <u>Department</u>                           | <u>Site</u>    |
|----------------------------|-----------------------|--|-----------------------|----------------------------------------------|---------------------------------------------|----------------|
| <b><u>Appointments</u></b> |                       |  |                       |                                              |                                             |                |
| Terri Campagna             | 02/11/2025            |  | Administration        | Director, Workforce Development              | Lifelong Learning and Workforce Development | Lakewood Ranch |
| Ginelle Stewart            | 02/12/2025            |  | Faculty               | Clinical Faculty                             | Nursing                                     | Lakewood Ranch |
| Aisley Dukas               | 02/17/2025            |  | Career                | Specialist, Recruitment and New Student      | Enrollment Services                         | Bradenton      |
| Yuri Da Rosa Mota          | 02/17/2025            |  | Career                | Specialist, Admissions                       | Admissions                                  | Venice         |
| Laura Sykora               | 02/17/2025            |  | Career                | Lead, Admission Specialist                   | Admissions                                  | Venice         |
| Virginia Martell           | 02/24/2025            |  | Career                | Laboratory Technician and Support Specialist | Natural Science                             | Bradenton      |
| Steffany Waters            | 02/27/2025            |  | Faculty               | Clinical Faculty                             | Nursing                                     | Bradenton      |
| <b><u>Separations</u></b>  |                       |  |                       |                                              |                                             |                |
| Christine Rock             | 02/06/2025            |  | Career                | Testing Technician                           | Testing Center                              | Bradenton      |

# State College of Florida, Manatee-Sarasota | Traffic Safety Institute

## Advisory Committee Quarterly Meeting – 3/6/25

**ATTENDING:** Dana McMahon, Manatee County Probation; Jennifer Burgh, Manatee County Probation; Celeste Bilodeau, State Attorney's Office; Darlene Ragoonanan, State Attorney's Office; Sgt. William Coleman, Manatee County Sheriff's Office; Sgt. Chuck Flint, Sarasota County Sheriff's Office; Michael Miranda, Citizen Representative; Vicki Gillerin, TSI Director and Clinical Supervisor

The meeting was called to order by TSI Director Gillerin at 12:10 pm.

**OLD BUSINESS:** Dana McMahon made a motion to approve the minutes of the 12/3/24 TSI Advisory Committee meeting and it was seconded by Celeste Bilodeau. Motion passed.

### OUTPUT-TSI Report:

- A. Director Gillerin presented TSI's student contact numbers since the last quarterly meeting. The total number of students increased by 10% this quarter in part due to an increase in DUI arrests from the Manatee County Sheriff's Office compared to the same time period last year.

| <b>TSI Student Enrollments/Contacts</b> | <b>12/3/24 – 3/5/25</b> |
|-----------------------------------------|-------------------------|
| BDI                                     | 73                      |
| IDI                                     | 10                      |
| DUI Level One                           | 378                     |
| DUI Level Two                           | 120                     |
| DUI Evaluations                         | 522                     |
| DUI Victim Panel                        | 124                     |
| IID Updates                             | 64                      |
| SSS Periodic Updates                    | 197                     |
| <b>Totals:</b>                          | <b>1,488</b>            |

- B. Director Gillerin provided an update on TSI staffing and programming. TSI remains fully staffed and is in the process of hiring a part-time bi-lingual DUI Evaluator to work one to two days per week. She is also certified to teach Level I and Level II DUI classes and will be called upon to teach as needed.
- C. Director Gillerin reminded the Committee that per F.A.C. Chapter Rule 15A-10.0142 revenues over the maximum allowable amount are required to be used for substance abuse treatment programs for DUI offenders, substance abuse prevention programs, or fee waivers for indigent clients or clients unable to pay for DUI Program participation. The excess revenue for FY 23-24 was \$2,658.00 and that amount is required to be expended in the subsequent fiscal year. Discussion ensued and the Committee unanimously agreed to send the excess revenues to the Manatee County Veteran's Treatment Court, a court-supervised program with intensive treatment and supervision for high risk-high need criminal offenders.
- D. Director Gillerin distributed two FLHSMV statewide news releases. The first, dated 2/3/25, titled *"Should I Stay, or Should I Go? The Fear Factor Behind Hit-and-Run Crashes"* highlighted



# State College of Florida, Manatee-Sarasota | Traffic Safety Institute

## Advisory Committee Quarterly Meeting – 3/6/25

the reasons why drivers may not remain at the scene of a traffic crash and provided statistics for the last several years as well as identifying the consequences a driver will face for leaving the scene. The second, dated 3/3/25, titled *"Impaired Driving: Drive Sober or Game Over"* brings attention to the fact that in 2024 over 10% of impaired driving crashes happened in March, making it the month with the most impaired driving crashes.

### **INPUT**

#### **Law Enforcement:**

Sgt. Coleman reported that in 2024, the MCSO traffic unit arrested 570 individuals for DUI compared to 497 DUI arrests in 2023. The night-time Traffic Unit was increased to a total of 8 deputies. In 2025, they have arrested 73 individuals for DUI compared to 59 DUI arrests for the same time period in 2024. A joint operation involving FHP and MSO is scheduled for Friday, March 14<sup>th</sup>. Bradenton PD and Palmetto PD will also be involved. Plans to expand the MCSO traffic unit are underway. They may be picking up another Sergeant and two more deputy positions. They will be utilized in a resurgence of the Motorcycle unit with the goal of actually fielding 4 full-time motorcycle deputies. Also, school zone speed cameras have been dropped in Manatee County. Before the project was cancelled 55,000+ citations had been issued for speeding.

Sgt. Flint reported that SCSO has 26 deputies assigned to the traffic unit. Traffic issues continue to be the biggest issue they get complaints about. With enforcement they are making progress. Non-injury crashes and fatalities are down. Deputies are issuing tickets and have issued 892 more tickets in the first two months of this year compared to last year. There were 544 DUI arrests by SCSO in 2024 versus 760 DUI arrests in 2023. This is thought to be due to staffing issues and SCSO is considering restructuring the unit and "rebranding" the DUI squad and adding additional deputies. They continue utilizing grant funding and logged 640 contact hours with the HVE for Pedestrian and Bicycle Safety grant.

#### **Misdemeanor Probation:**

Dana McMahon reports that the Probation Unit is fully staffed. Caseload numbers remain steady at 150 to 180 defendants per Probation Officer.

Jennifer Burgh reports that Pretrial Services is navigating some issues due to changes in the law and issues related to immigration. She may be requesting additional positions to deal with the increased workload.

#### **State Attorney's Office:**

Darlene Ragoonanan reports that her office is fully staffed with ten attorneys.

Celeste Bilodeau reported that the TPTI program continues to have clients charged with leaving the scene of an accident and racing on the highway, but not as many cases of reckless driving. IDI numbers have been steady since the last meeting.

Director Gillerin noted that there has been an uptick of court orders for BDI in Sarasota County and questioned if Manatee County could consider ordering individuals with criminal traffic citations who attend court to attend and complete a BDI course as sanction. Discussion ensued.

# State College of Florida, Manatee-Sarasota | Traffic Safety Institute

## Advisory Committee Quarterly Meeting – 3/6/25

### **Clinical Supervisor/Treatment Representative:**

Vicki Gillerin reported that DUI evaluations are currently being scheduled for five weeks out from registration at the Bradenton office due to the increase in DUI arrests in Manatee County. Evaluations at the Sarasota office are currently scheduled for four weeks out.

### **Citizen/Business Representative:**

Nothing to report.

With no further business the meeting was adjourned at 12:56 pm.

**NEXT MEETING: Tuesday, June 3, 2025 - 12:00 pm - Lunch will be provided.**

Traffic Safety Institute, 5840 26<sup>th</sup> St W, Bldg. 18, Room 112, Bradenton, FL 34207

**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 – January 2025*

**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 January 31, 2025.

Student Fees revenue for the current year is 1% higher compared to the same period last year. Other Student Fees revenue decreased by 6% over Other Student Fees reported through January 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 January of last year. This increase is due to earlier invoicing of dual enrollment in the current year. State Support decreased by 2% over State Support through January of last year.

In the category of Expenses, overall Personnel costs are 5% higher as compared to last January. Services expenses increased 53% and Materials and Supplies expenses increased by 39% compared to January of last year. Services expenses increased mainly due to the timing of insurance payments and increased contractual services. Materials and Supplies increase are due to an increase in data software and minor equipment purchases in the current year. Other Current Charges increased by 20% compared to the same category through January of last year. This increase is mainly due to higher fundable fee waivers.

With this year 58% complete, personnel costs are at 51% of the amount budgeted for the current year, which is slightly higher compared to the three-year average for this time of year of 49%. Current expenses represent 47% of the amount budgeted, higher than the three-year average of 39% this time of year.

***In summary, with the year 58% complete:***

- Year-To-Date Actual Revenue is 61% of the Adjusted Budget, which is flat compared with the three-year average of 61% this time of year.
- Year-To-Date Actual Expense is 54% of the Adjusted Budget, which is higher than the three-year average of 47% 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 January 31, 2025.

Student Fees revenue for the current year is 1% lower compared to the same period last year. Other Student Fees revenue increased by 6% over Other Student Fees reported through January of last year. This is mainly due to an increase in repeat course fees.

In the category of Expenses, overall Personnel costs are 4% higher compared to last January. Services expenses decreased 61% and Materials and Supplies expenses increased by 22% compared to January of last year. Services expenses decreased mainly due to a decrease in accreditation fees. Materials and Supplies increase are due to an increase in e-resources licenses library expenses. Other Current Charges increased compared to the same category through January of last year due to increased fundable fee waivers.

With this year 58% complete, revenue is 68% of the amount budgeted for the current year, which is lower compared to the three-year average of 72%. Overall expenses are 50% of the actual budgeted amount compared to 46% three-year average with personnel costs at 50% of the amount budgeted for the current year, which is higher compared to the three-year average for this time of year of 46%. Current expenses represent 51% of the amount budgeted, higher than the three-year average of 39% 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 January 31, 2025, totaled \$3,361,843 compared to the three-year average of \$2,978,584. Support from Local Government is \$2,686,114 compared to the three-year average of \$2,610,832 for this time of year. State Support is \$398,149 compared to the three-year average of \$229,414 for this time of year. Federal Support is \$201,730 compared to the three-year average of \$80,008 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 \$75,850 compared to the three-year average of \$58,331 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 \$2,484,940, with Personnel totaling \$1,712,514, Current Expense totaling \$538,049 and Capital Outlay expenses totaling \$234,377 during the period. These figures compared to the three-year averages of \$2,430,716, \$1,603,593, \$556,824, and \$270,299, respectively, for this time of year.

On a percentage basis, Total Revenue is 74% of that budgeted, higher than the three-year average of 62% for this time of year. Total Expense is 48% of that budgeted, higher than the three-year average of 45% 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 January 31, 2025, totaled \$1,842,909 compared to the three-year average of \$1,336,849. Support from Local Government is \$1,732,578 compared to the three-year average of \$1,270,351 for this time of year. State Support is \$91,627 compared to the three-year average of \$57,665. Federal Support is \$2,296 compared to the three-year average of \$(2,306) 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 \$16,408 compared to the three-year average of \$11,139 for this time of year.

Total Expense for Collegiate School – Venice Campus consists of Personnel, Current and Capital Outlay expenses. Total Expense is \$994,778, with Personnel totaling \$778,584, Current Expense totaling \$210,465 and Capital Outlay expenses totaling \$5,729 during the period. These figures are compared to the three-year averages of \$1,100,053, \$725,155, \$195,595, and \$179,303, respectively, for this time of year.

On a percentage basis, Total Revenue is 70% of that budgeted, more than the three-year average of 56% for this time of year. Total Expense is 39% of that budgeted, which is less than the three-year average of 44% 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<br>Type                | Description                         | January 31, 2025 |            |              |            | January 31, 2024 |            |              |            | Percent<br>CY YTD Actual/<br>PY YTD Actual |      |
|---------------------------|-------------------------------------|------------------|------------|--------------|------------|------------------|------------|--------------|------------|--------------------------------------------|------|
|                           |                                     | Percent          |            | YTD Actual / |            | YTD Actual /     |            | YTD Actual / |            |                                            |      |
|                           |                                     | Orig Budget      | Adj Budget | YTD Actual   | Adj Budget | Orig Budget      | Adj Budget | YTD Actual   | Adj Budget |                                            |      |
| Revenue                   |                                     |                  |            |              |            |                  |            |              |            |                                            |      |
| 41                        | Student Fees                        | 13,835,060       | 13,835,060 | 11,950,734   |            | 13,679,170       | 13,679,170 | 11,776,702   |            | 86%                                        | 1%   |
| 42                        | Other Student Fees                  | 3,950,858        | 3,970,858  | 2,565,798    |            | 3,678,121        | 3,678,121  | 2,723,730    |            | 74%                                        | -6%  |
| 43                        | Support From Local Government [1]   | 1,447,861        | 1,447,861  | 1,622,645    |            | 1,343,347        | 1,343,347  | 1,365,605    |            | 102%                                       | 19%  |
| 44                        | State Support                       | 35,579,924       | 33,871,248 | 18,626,184   |            | 35,999,152       | 35,999,152 | 18,916,832   |            | 53%                                        | -2%  |
| 45                        | Federal Support                     | 3,026,000        | 3,026,000  | 100,554      |            | 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    | 614,165      |            | 827,665          | 827,665    | 634,084      |            | 77%                                        | -3%  |
| 49                        | Other Revenue [2]                   | 1,173,320        | 1,173,320  | 545,743      |            | 476,544          | 502,544    | 528,256      |            | 105%                                       | 3%   |
| 4A                        | Non-Revenue Receipts [3]            | 275,268          | 277,768    | (1,001)      |            | 296,548          | 296,548    | (1)          |            | 0%                                         |      |
| Total : Revenue           |                                     | 60,265,655       | 58,579,479 | 36,024,822   |            | 56,326,547       | 60,202,547 | 36,238,441   |            | 60%                                        | -1%  |
| Grand Total : Revenue     |                                     | 60,265,655       | 58,579,479 | 36,024,822   |            | 56,326,547       | 60,202,547 | 36,238,441   |            | 60%                                        | -1%  |
| Expense                   |                                     |                  |            |              |            |                  |            |              |            |                                            |      |
| Personnel                 |                                     |                  |            |              |            |                  |            |              |            |                                            |      |
| 51                        | Salaries-Full Time & Perm Part Time | 26,959,740       | 27,265,159 | 14,260,796   |            | 25,165,669       | 25,169,669 | 13,737,058   |            | 55%                                        | 4%   |
| 52                        | Other Personnel Exp P/T (Non-Perm)  | 3,756,892        | 3,744,615  | 1,587,075    |            | 3,709,408        | 3,709,408  | 1,616,755    |            | 44%                                        | -2%  |
| 53                        | Personnel Benefits                  | 11,695,362       | 11,307,500 | 5,696,516    |            | 11,991,426       | 11,991,426 | 5,233,996    |            | 44%                                        | 9%   |
| Total : Personnel         |                                     | 42,411,994       | 42,317,274 | 21,544,386   |            | 40,866,503       | 40,870,503 | 20,587,809   |            | 50%                                        | 5%   |
| Current Expense           |                                     |                  |            |              |            |                  |            |              |            |                                            |      |
| 61                        | Services [4]                        | 15,293,290       | 15,576,942 | 8,624,726    |            | 11,146,170       | 15,297,744 | 5,652,939    |            | 37%                                        | 53%  |
| 62                        | Materials and Supplies              | 4,289,406        | 4,436,616  | 2,022,415    |            | 4,114,207        | 4,167,078  | 1,455,908    |            | 35%                                        | 39%  |
| 63                        | Other Current Charges [5]           | 5,508,677        | 3,741,173  | 581,458      |            | 6,608,353        | 4,543,594  | 483,129      |            | 11%                                        | 20%  |
| Total : Current Expense   |                                     | 25,091,373       | 23,754,730 | 11,228,598   |            | 21,868,730       | 24,008,416 | 7,591,976    |            | 32%                                        | 48%  |
| Capital                   |                                     |                  |            |              |            |                  |            |              |            |                                            |      |
| 71                        | Capital Outlay                      | 2,013,000        | 1,994,839  | 24,340       |            | 1,145,586        | 1,382,282  | 33,390       |            | 2%                                         | -27% |
| Total : Capital           |                                     | 2,013,000        | 1,994,839  | 24,340       |            | 1,145,586        | 1,382,282  | 33,390       |            | 2%                                         | -27% |
| Grand Total : Expense [6] |                                     | 69,516,367       | 76,366,843 | 41,097,324   |            | 63,880,819       | 66,261,201 | 28,213,175   |            | 43%                                        | 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<br>Type              | Description                         | January 31, 2025 |            |            |            | January 31, 2024 |            |                |            | Percent<br>CY YTD Actual/<br>PY YTD Actual |
|-------------------------|-------------------------------------|------------------|------------|------------|------------|------------------|------------|----------------|------------|--------------------------------------------|
|                         |                                     | Revenue          |            | Percent    |            | Percent          |            | Percent Change |            |                                            |
|                         |                                     | Orig Budget      | Adj Budget | YTD Actual | Adj Budget | YTD Actual       | Adj Budget | YTD Actual     | Adj Budget |                                            |
| 41                      | Student Fees                        | 1,439,766        | 1,439,766  | 1,108,730  | 77%        | 1,302,969        | 1,302,969  | 1,116,533      | 86%        | -1%                                        |
| 42                      | Other Student Fees                  | 140,149          | 140,149    | 94,996     | 68%        | 123,689          | 123,689    | 89,737         | 73%        | 6%                                         |
| 44                      | State Support                       | 178,164          | 178,164    | 0          | 0%         | 178,164          | 178,164    | 0              | 0%         | 0%                                         |
| 49                      | Other Revenue [1]                   | 159,183          | 159,183    | 102,702    | 65%        | 68,438           | 68,438     | 103,437        | 151%       | -1%                                        |
| Total : Revenue         |                                     | 1,917,262        | 1,917,262  | 1,306,429  | 68%        | 1,673,260        | 1,673,260  | 1,309,707      | 78%        | 0%                                         |
| Grand Total : Revenue   |                                     | 1,917,262        | 1,917,262  | 1,306,429  | 68%        | 1,673,260        | 1,673,260  | 1,309,707      | 78%        | 0%                                         |
| Expense                 |                                     |                  |            |            |            |                  |            |                |            |                                            |
| Personnel               |                                     |                  |            |            |            |                  |            |                |            |                                            |
| 51                      | Salaries-Full Time & Perm Part Time | 813,108          | 828,108    | 428,165    | 52%        | 800,253          | 800,253    | 401,010        | 50%        | 7%                                         |
| 52                      | Other Personnel Exp P/T (Non-Perm)  | 363,600          | 363,600    | 233,880    | 64%        | 400,451          | 400,451    | 244,316        | 61%        | -4%                                        |
| 53                      | Personnel Benefits                  | 394,129          | 395,277    | 135,823    | 34%        | 259,408          | 259,408    | 123,104        | 47%        | 10%                                        |
| Total : Personnel       |                                     | 1,570,837        | 1,586,985  | 797,867    | 50%        | 1,460,112        | 1,460,112  | 768,430        | 53%        | 4%                                         |
| Current Expense         |                                     |                  |            |            |            |                  |            |                |            |                                            |
| 61                      | Services [2]                        | 34,675           | 33,525     | 6,004      | 18%        | 35,755           | 36,055     | 15,592         | 43%        | -61%                                       |
| 62                      | Materials and Supplies              | 86,143           | 86,136     | 46,750     | 54%        | 83,777           | 84,977     | 38,170         | 45%        | 22%                                        |
| 63                      | Other Current Charges [3]           | 93,616           | 93,616     | 56,246     | 60%        | 93,616           | 93,616     | 16,323         | 17%        | 10%                                        |
| Total : Current Expense |                                     | 214,434          | 213,277    | 108,999    | 51%        | 213,148          | 214,648    | 70,085         | 33%        | -61%                                       |
| Capital                 |                                     |                  |            |            |            |                  |            |                |            |                                            |
| 71                      | Capital Outlay                      | 0                | 0          | 0          |            | 0                | 0          | 0              |            |                                            |
| Total : Capital         |                                     | 0                | 0          | 0          |            | 0                | 0          | 0              |            |                                            |
| Grand Total : Expense   |                                     | 1,785,271        | 1,800,262  | 906,867    | 50%        | 1,673,260        | 1,674,760  | 838,515        | 50%        | 8%                                         |

[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: Twenty-one (21)**  
**AMENDMENT NUMBER: Twenty-one (21)**

**FISCAL YEAR: 2024-25**  
**January 2025**

FUND NAME: CURRENT UNRESTRICTED

FUND NUMBER: 11000

| CATEGORY                  | PRESENT<br>BUDGET      | INCREASE           | DECREASE           | REVISED<br>BUDGET      |
|---------------------------|------------------------|--------------------|--------------------|------------------------|
| Beginning Fund Balance    | \$ 21,722,247          | \$                 | \$                 | \$ 21,722,247          |
| REVENUE                   | 58,559,479             | 20,000 <a>         |                    | 58,579,479             |
| TOTAL TO BE ACCOUNTED FOR | \$ 80,281,726<br>===== | \$ 20,000<br>===== | \$ 0<br>=====      | \$ 80,301,726<br>===== |
| SALARIES                  | \$ 42,372,227          | \$ <b>             | 54,953             | 42,317,274             |
| CURRENT EXPENSE           | 31,562,692             | 18,844 <c>         |                    | 31,581,536             |
| CAPITAL OUTLAY            | 993,683                | 1,156 <d>          |                    | 994,839                |
| ENDING FUND BALANCE       | 5,353,124              | 54,953 <e>         |                    | 5,408,077              |
| TOTAL ACCOUNTED FOR       | \$ 80,281,726<br>===== | \$ 74,953<br>===== | \$ 54,953<br>===== | \$ 80,301,726<br>===== |

JUSTIFICATION:

<a> The \$20,00 increase in Revenue is due to:

Increase in budget for Life Long Learning for increased enrollment

20,000  
\$ 20,000

<b> The \$54,953 decrease in salaries is due to:

Decrease in salary expense across fund one to match actual expenses

(54,953)  
\$ (54,953)

<c> The \$18,844 increase in current expense is due to:

increase in budget for expenses related to Life Long Learning increased enrollment  
Decrease in budget for purchase of staff laptop

20000  
(1,156)  
\$ 18,844

<d> The \$1,156 increase to capital outlay is due to:

Increase in budget for purchase of staff laptop

1,156  
\$ 1,156

<e> The \$54,953 increase to fund balance is due to:

Increase in fund balance due to reduction in budget to match salary actuals

54,953  
54,953



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

**RESOLUTION NUMBER: Twenty-two (22)**  
**AMENDMENT NUMBER: Twenty-two (22)**

**FISCAL YEAR: 2024-25**  
**January 2025**

FUND NAME: Upper Division Fund

FUND NUMBER: 12000

| CATEGORY                  | PRESENT<br>BUDGET | INCREASE | DECREASE | REVISED<br>BUDGET |
|---------------------------|-------------------|----------|----------|-------------------|
| Beginning Fund Balance    | \$ 3,833,338      | \$       | \$       | \$ 3,833,338      |
| REVENUE                   | 1,917,262         |          |          | 1,917,262         |
| TOTAL TO BE ACCOUNTED FOR | \$ 5,750,600      | \$ 0     | 0        | \$ 5,750,600      |
| SALARIES                  | \$ 1,578,373      | \$ 8,612 |          | \$ 1,586,985      |
| CURRENT EXPENSE           | 213,277           |          |          | 213,277           |
| CAPITAL OUTLAY            | 0                 |          |          | 0                 |
| ENDING FUND BALANCE       | 3,958,950         |          | 8,612    | 3,950,338         |
| TOTAL ACCOUNTED FOR       | \$ 5,750,600      | \$ 8,612 | \$ 8,612 | \$ 5,750,600      |

JUSTIFICATION:

<a> The \$8,612 increase in Salaries is due :  
Increase in budget to match actuals for first half of year

8,612  
8,612

<b> The \$8,612 decrease in Fund Balance is due  
Decrease in budget to match actuals for first half of year

(8,612)  
\$ (8,612)

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

RESOLUTION NUMBER: Twenty-three (23)  
AMENDMENT NUMBER: Twenty-three (23)

FISCAL YEAR: 2024-25  
January 2025

FUND NAME: GENERAL RESTRICTED

FUND NUMBER: TWO

| CATEGORY                  | PRESENT<br>BUDGET | INCREASE    | DECREASE   | REVISED<br>BUDGET |
|---------------------------|-------------------|-------------|------------|-------------------|
| Beginning Fund Balance    | \$ 2,071,953      | \$          | \$         | \$ 2,071,953      |
| REVENUE                   | 9,732,943         |             |            | 9,732,943         |
| TOTAL TO BE ACCOUNTED FOR | \$ 11,804,896     | \$ 0        | \$ 0       | \$ 11,804,896     |
| SALARIES                  | \$ 6,198,500      | \$ <a>      | 184,040    | 6,014,460         |
| CURRENT EXPENSE           | 4,045,897         | 14,270 <b>  |            | 4,060,167         |
| CAPITAL OUTLAY            | 134,586           | <c>         | 6,570      | 128,016           |
| ENDING FUND BALANCE       | 1,425,914         | 176,340 <d> |            | 1,602,254         |
| TOTAL ACCOUNTED FOR       | \$ 11,804,896     | \$ 190,610  | \$ 190,610 | \$ 11,804,896     |

JUSTIFICATION:

<a> The \$184,040 decrease in Salaries Expense is due to:  
Increase in budget to match budget to actuals for fund 2  
Decrease in budget due to payroll redistribution  
Decrease in budget due to removal of budget from inactive orgs  
Decrease in budget to reallocate to student travel and supplies

43,112  
(1,077)  
(225,375)  
(700)  
\$ (184,040)

<b> The \$14,270 increase in Current Expense is due to:  
Increase in budget to reallocate to student travel and supplies  
Increase in budget for purchase of Disc Golf Equipment  
Increase in budget for increased Elevate Healthcare quote

700  
7,000  
6,570  
\$ 14,270

<c> The \$6,570 decrease to Capital Outlay expenses is due to:  
Decrease in budget for increased Elevate Healthcare quote

(6,570)  
\$ (6,570)

<d> The \$176,340 increase to fund balance is due to:  
Increase in budgeted fund balance due to removal of budget from inactive orgs

176,340  
\$ 176,340

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

**RESOLUTION NUMBER: Twenty-four (24)  
AMENDMENT NUMBER: Twenty-four (24)**

**FISCAL YEAR: 2024-25  
January 2025**

FUND NAME: COLLEGIATE SCHOOL - BC

FUND NUMBER: 23000

| CATEGORY                  | PRESENT<br>BUDGET     | INCREASE          | DECREASE          | REVISED<br>BUDGET     |
|---------------------------|-----------------------|-------------------|-------------------|-----------------------|
| Beginning Fund Balance    | \$ 2,734,464          | \$                | \$                | \$ 2,734,464          |
| REVENUE                   | 4,519,374             |                   |                   | 4,519,374             |
| TOTAL TO BE ACCOUNTED FOR | \$ 7,253,838<br>===== | \$ 0<br>=====     | \$ 0<br>=====     | \$ 7,253,838<br>===== |
| SALARIES                  | \$ 3,250,721          | \$ 538 <a>        |                   | \$ 3,251,260          |
| CURRENT EXPENSE           | 1,468,532             | 1,280 <b>         |                   | 1,469,812             |
| CAPITAL OUTLAY            | 1,000                 |                   |                   | 1,000                 |
| ENDING FUND BALANCE       | 2,533,585             | <c>               | 1,818             | 2,531,767             |
| TOTAL ACCOUNTED FOR       | \$ 7,253,838<br>===== | \$ 1,818<br>===== | \$ 1,818<br>===== | \$ 7,253,839<br>===== |

JUSTIFICATION:

<a> The \$538 increase in Salaries is due to:  
Increase in budget to match salaries to actual

\$ 538  
\$ 538

<b> The \$1,280 increase in Current Expense is due to:  
Increase is budget for rush purchase made for SCFCS-VC

1,280  
\$ 1,280

<c> The \$1,818 decrease in Fund Balance is due to:  
Decrease to fund for rush purchase and salaries

\$ (1,818)  
\$ (1,818)

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

**RESOLUTION NUMBER: Twenty-five (25)**  
**AMENDMENT NUMBER: Twenty-five (25)**

**FISCAL YEAR: 2024-25**  
**January 2025**

FUND NAME: COLLEGIATE SCHOOL-VC

FUND NUMBER: 23001

| CATEGORY                  | PRESENT<br>BUDGET     | INCREASE           | DECREASE          | REVISED<br>BUDGET     |
|---------------------------|-----------------------|--------------------|-------------------|-----------------------|
| Beginning Fund Balance    | \$ 495,400            | \$                 | \$                | \$ 495,400            |
| REVENUE                   | 2,629,327             |                    |                   | 2,629,327             |
| TOTAL TO BE ACCOUNTED FOR | \$ 3,124,727<br>===== | \$ 0<br>=====      | \$ 0<br>=====     | \$ 3,124,727<br>===== |
| SALARIES                  | \$ 1,517,858          | \$                 |                   | \$ 1,517,858          |
| CURRENT EXPENSE           | 968,678               |                    | <a> 1,280         | 967,398               |
| CAPITAL OUTLAY            | 5,000                 |                    |                   | 5,000                 |
| ENDING FUND BALANCE       | 633,191<br>-----      | 1,280 <b><br>----- |                   | 634,471<br>-----      |
| TOTAL ACCOUNTED FOR       | \$ 3,124,727<br>===== | \$ 1,280<br>=====  | \$ 1,280<br>===== | 3,124,727<br>=====    |

**JUSTIFICATION:**

<a> The \$1,280 decrease in Current Expense is due to:  
Decrease in budget to repay SCFCS-BC for rush purchase

(1,280)  
\$ (1,280)  
=====

<b> The \$1280 net increase in Fund Balance is due to:  
Increase in budget to repay SCFCS-BC for rush purchase

1,280  
\$ 1,280  
=====

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

**RESOLUTION NUMBER: Twenty-six (26)  
AMENDMENT NUMBER: Twenty-six (26)**

**FISCAL YEAR: 2024-25  
January 2025**

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    | \$ 3,230 <a> |            | 313,005       |
| CURRENT EXPENSE           | 194,627       | <b>          | 39,218     | 155,408       |
| CAPITAL OUTLAY            | 34,210,126    | <c>          | 644,684    | 33,565,442    |
| ENDING FUND BALANCE       | 51,177,869    | 680,673 <d>  |            | 51,858,542    |
| TOTAL ACCOUNTED FOR       | \$ 85,892,397 | \$ 3,230     | \$ 683,902 | \$ 85,892,397 |

JUSTIFICATION:

<a> The \$3,230 increase in Salaries is due to:  
Increase in budget to match budget to actual

\$ 3,230  
\$ 3,230

<b> The \$39,218 decrease in Current Expense is due to:  
Decrease in budget due to close out of projects  
Increase in budget for CO&DS campuswide furniture  
Decrease in budget due to sharp copier purchase for CIT faculty  
Increase in budget for tech refresh

(80,168)  
35,000  
(50)  
\$ 6,000  
\$ (39,218)

<c> The \$644,684 decrease in Current Outlay is due to:  
Decrease in budget due to close out of projects  
Increase in budget for CO&DS campuswide furniture  
Increase in budget due to sharp copier purchase for CIT faculty  
Decrease in budget for tech refresh

(653,734.29)  
15,000  
50  
\$ (6,000)  
\$ (644,684)

<d> The \$680,673 increase in Fund Balance is due to:  
Project closeouts and remaining budget being returned to fund balance

680,673  
\$ 680,673

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

| AC<br>Type              | Description                         | January 31, 2025 |            |              |            | January 31, 2024 |            |              |            | Percent<br>Change<br>CY YTD Actual/<br>PY YTD Actual |
|-------------------------|-------------------------------------|------------------|------------|--------------|------------|------------------|------------|--------------|------------|------------------------------------------------------|
|                         |                                     | Percent          |            | YTD Actual / |            | Percent          |            | YTD Actual / |            |                                                      |
|                         |                                     | Orig Budget      | Adj Budget | YTD Actual   | Adj Budget | Orig Budget      | Adj Budget | YTD Actual   | Adj Budget |                                                      |
| Revenue                 |                                     |                  |            |              |            |                  |            |              |            |                                                      |
| 43                      | Support From Local Government [1]   | 4,492,106        | 4,492,106  | 2,686,114    | 60%        | 3,954,102        | 4,627,862  | 2,738,658    | 59%        | -2%                                                  |
| 44                      | State Support [2]                   | 0                | 0          | 398,149      |            | 40               | 40         | 151,743      |            | 162%                                                 |
| 45                      | Federal Support [3]                 | 27,268           | 27,268     | 201,730      |            | 27,268           | 448,386    | 6,328        | 1%         | 20%                                                  |
| 49                      | Other Revenue [4]                   | 0                | 0          | 75,850       |            | 79,430           | 79,430     | 63,224       | 80%        | 14%                                                  |
| Total : Revenue         |                                     | 4,519,374        | 4,519,374  | 3,361,842    | 74%        | 4,060,840        | 5,155,718  | 2,959,952    | 57%        |                                                      |
| Grand Total : Revenue   |                                     | 4,519,374        | 4,519,374  | 3,361,842    | 74%        | 4,060,840        | 5,155,718  | 2,959,952    | 57%        | 14%                                                  |
| Expense                 |                                     |                  |            |              |            |                  |            |              |            |                                                      |
| Personnel               |                                     |                  |            |              |            |                  |            |              |            |                                                      |
| 51                      | Salaries-Full Time & Perm Part Time | 2,497,195        | 2,499,195  | 1,240,275    | 50%        | 1,834,689        | 2,361,068  | 1,199,911    | 51%        | 3%                                                   |
| 52                      | Other Personnel Exp P/T (Non-Perm)  | 59,520           | 59,520     | 12,934       | 22%        | 59,520           | 65,520     | 14,709       | 22%        | -12%                                                 |
| 53                      | Personnel Benefits                  | 732,988          | 733,141    | 459,305      | 63%        | 732,988          | 890,988    | 424,704      | 48%        | 8%                                                   |
| Total : Personnel       |                                     | 3,289,703        | 3,291,856  | 1,712,514    | 52%        | 2,627,197        | 3,317,576  | 1,639,324    | 49%        | 4%                                                   |
| Current Expense         |                                     |                  |            |              |            |                  |            |              |            |                                                      |
| 61                      | Services [5]                        | 1,235,145        | 1,168,402  | 307,440      | 26%        | 1,065,835        | 1,225,825  | 408,637      | 33%        | -25%                                                 |
| 62                      | Materials and Supplies              | 295,214          | 373,177    | 230,609      | 62%        | 269,154          | 319,263    | 130,969      | 41%        | 76%                                                  |
| 63                      | Other Current Charges               | 0                | 0          | 0            |            | 0                | 0          | 0            |            | 0%                                                   |
| Total : Current Expense |                                     | 1,530,360        | 1,541,579  | 538,049      | 35%        | 1,334,989        | 1,545,089  | 539,606      | 35%        |                                                      |
| Capital                 |                                     |                  |            |              |            |                  |            |              |            |                                                      |
| 71                      | Capital Outlay                      | 296,899          | 333,323    | 234,377      | 70%        | 538,038          | 960,762    | 427,521      | 44%        |                                                      |
| Total : Capital         |                                     | 296,899          | 333,323    | 234,377      | 70%        | 538,038          | 960,762    | 427,521      | 44%        |                                                      |
| Grand Total : Expense   |                                     | 5,116,962        | 5,166,758  | 2,484,941    | 48%        | 4,500,223        | 5,823,427  | 2,606,451    | 45%        | -5%                                                  |

[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<br>Type              | Description                         | January 31, 2025 |                            |            |                            | January 31, 2024 |                            |            |      | Percent<br>Change<br>CY YTD Actual/<br>PY YTD Actual |
|-------------------------|-------------------------------------|------------------|----------------------------|------------|----------------------------|------------------|----------------------------|------------|------|------------------------------------------------------|
|                         |                                     | Orig Budget      |                            | Adj Budget |                            | Orig Budget      |                            | Adj Budget |      |                                                      |
|                         |                                     | YTD Actual       | YTD Actual /<br>Adj Budget | YTD Actual | YTD Actual /<br>Adj Budget | YTD Actual       | YTD Actual /<br>Adj Budget |            |      |                                                      |
| Revenue                 |                                     |                  |                            |            |                            |                  |                            |            |      |                                                      |
| 43                      | Support From Local Government [1]   | 2,613,647        | 2,613,647                  | 1,732,578  | 66%                        | 2,364,033        | 2,265,227                  | 1,291,301  | 57%  | 34%                                                  |
| 44                      | State Support [2]                   | 0                | 0                          | 91,627     |                            | 0                | 0                          | 46,756     |      | 96%                                                  |
| 45                      | Federal Support [3]                 | 12,680           | 12,680                     | 2,296      | 18%                        | 30,000           | 176,346                    | (11,014)   | -6%  | -121%                                                |
| 49                      | Other Revenue [4]                   | 3,000            | 3,000                      | 16,408     | 547%                       | 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                  | 1,842,909  | 70%                        | 2,396,033        | 2,444,573                  | 1,337,212  | 55%  | 38%                                                  |
| Grand Total : Revenue   |                                     | 2,629,327        | 2,629,327                  | 1,842,909  | 70%                        | 2,396,033        | 2,444,573                  | 1,337,212  | 55%  | 38%                                                  |
| Expense                 |                                     |                  |                            |            |                            |                  |                            |            |      |                                                      |
| Personnel               |                                     |                  |                            |            |                            |                  |                            |            |      |                                                      |
| 51                      | Salaries-Full Time & Perm Part Time | 1,124,871        | 1,124,871                  | 561,162    | 50%                        | 1,044,146        | 1,107,477                  | 537,391    | 49%  | 4%                                                   |
| 52                      | Other Personnel Exp P/T (Non-Perm)  | 25,000           | 25,000                     | 3,179      | 13%                        | 17,000           | 25,000                     | 11,979     | 48%  | -73%                                                 |
| 53                      | Personnel Benefits                  | 367,987          | 367,987                    | 214,243    | 58%                        | 359,599          | 415,046                    | 189,382    | 46%  | 13%                                                  |
| Total : Personnel       |                                     | 1,517,858        | 1,517,858                  | 778,584    | 51%                        | 1,420,745        | 1,547,523                  | 738,752    | 48%  | 5%                                                   |
| Current Expense         |                                     |                  |                            |            |                            |                  |                            |            |      |                                                      |
| 61                      | Services [5]                        | 800,958          | 817,958                    | 118,638    | 15%                        | 547,840          | 591,160                    | 61,958     | 10%  | 91%                                                  |
| 62                      | Materials and Supplies              | 230,356          | 212,076                    | 91,827     | 43%                        | 184,687          | 176,452                    | 67,160     | 38%  | 37%                                                  |
| Total : Current Expense |                                     | 1,031,314        | 1,030,034                  | 210,465    | 20%                        | 732,527          | 767,613                    | 129,118    | 17%  | 63%                                                  |
| Capital                 |                                     |                  |                            |            |                            |                  |                            |            |      |                                                      |
| 71                      | Capital Outlay                      | 5,000            | 20,200                     | 5,729      | 28%                        | 5,000            | 117,428                    | 28,244     | 24%  | -80%                                                 |
| Total : Capital         |                                     | 5,000            | 20,200                     | 5,729      | 28%                        | 5,000            | 117,428                    | 28,244     | 24%  | -80%                                                 |
| Grand Total : Expense   |                                     | 2,554,172        | 2,568,092                  | 994,778    | 39%                        | 2,158,272        | 2,432,564                  | 896,114    | 37%  | 11%                                                  |

- [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.

### January 2025

| <u>DONOR/GRANTOR</u>                          | <u>AMOUNT</u>  | <u>DESCRIPTION</u> |
|-----------------------------------------------|----------------|--------------------|
| <b><u>Gifts:</u></b>                          |                |                    |
| No gifts received                             |                |                    |
| <b><u>Grants:</u></b>                         |                |                    |
| United States Department of Education         |                |                    |
| January YTD Revenue                           | 670,206        |                    |
| January YTD Revenue                           | 673,525        |                    |
| Change for Month of January                   | (3,319)        | Pell Grant 2023-24 |
| January YTD Revenue                           | 7,634,285      |                    |
| January YTD Revenue                           | 7,634,285      |                    |
| Change for Month of January                   | 0              | Pell Grant 2024-25 |
| <b>Total Received - Gifts</b>                 | -              |                    |
| <b>Total Received (Returned) - Pell Grant</b> | <b>(3,318)</b> |                    |



**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 – February 2025*

**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 February 28, 2025.

Student Fees revenue for the current year is 1% higher compared to the same period last year. Other Student Fees revenue decreased by 4% over Other Student Fees reported through February of last year. This is mainly due to a decrease in self-supporting program tuition fees and lab fees. Support from Local Government increased by 19% over Support from Local Government through February of last year. This increase is due to higher dual enrollment enrollment in the current year. State Support decreased by 2% over State Support through February of last year.

In the category of Expenses, overall Personnel costs are 4% higher as compared to last February. Services expenses increased 47% and Materials and Supplies expenses increased by 25% compared to February of last year. Services expenses increased mainly due to the timing of insurance payments and increased contractual services. Materials and Supplies increase are due to an increase in data software and minor equipment purchases in the current year. Other Current Charges decreased by 1% compared to the same category through February of last year.

With the year 67% complete, personnel costs are at 59% of the amount budgeted for the current year, which is slightly higher compared to the three-year average for this time of year of 57%. Current expenses represent 52% of the amount budgeted, higher than the three-year average of 44% this time of year.

***In summary, with the year 67% complete:***

- Year-To-Date Actual Revenue is 68% of the Adjusted Budget, which is slightly higher compared with the three-year average of 67% this time of year.
- Year-To-Date Actual Expense is 59% of the Adjusted Budget, which is higher than the three-year average of 54% 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 February 28, 2025.

Student Fees revenue for the current year is flat compared to the same period last year. Other Student Fees revenue increased by 3% over Other Student Fees reported through February of last year. This is due to an increase in repeat course fees.

In the category of Expenses, overall Personnel costs are 5% higher compared to last February. Services expenses decreased 61% and Materials and Supplies expenses increased by 47% compared to February of last year. Services expenses decreased mainly due to a decrease in accreditation fees. Materials and Supplies increase are due to an increase in e-resources licenses library expenses. Other Current Charges increased compared to the same category through January of last year due to increased fundable fee waivers.

With this year 67% complete, revenue is 69% of the amount budgeted for the current year, which is lower compared to the three-year average of 71%. Overall expenses are 59% of the actual budgeted amount compared to 49% three-year average with personnel costs at 59% of the amount budgeted for the current year, which is higher compared to the three-year average for this time of year of 49%. Current expenses represent 57% of the amount budgeted, higher than the three-year average of 46% 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 February 28, 2025, totaled \$3,707,050 compared to the three-year average of \$3,374,272. Support from Local Government is \$3,007,112 compared to the three-year average of \$2,964,436 for this time of year. State Support is \$421,448 compared to the three-year average of \$250,824 for this time of year. Federal Support is \$202,640 compared to the three-year average of \$92,718 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 \$75,850 compared to the three-year average of \$66,294 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 \$3,092,864, with Personnel totaling \$2,068,918, Current Expense totaling \$789,568 and Capital Outlay expenses totaling \$234,377 during the period. These figures compared to the three-year averages of \$2,860,434, \$1,855,647, \$754,775, and \$250,012, respectively, for this time of year.

On a percentage basis, Total Revenue is 82% of that budgeted, higher than the three-year average of 70% for this time of year. Total Expense is 60% of that budgeted, higher than the three-year average of 56% 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 February 28, 2025, totaled \$2,371,509 compared to the three-year average of \$1,588,385. Support from Local Government is \$1,969,289 compared to the three-year average of \$1,416,354 for this time of year. State Support is \$383,516 compared to the three-year average of \$162,481. Federal Support is \$2,296 compared to the three-year average of \$(2,306) 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 \$16,408 compared to the three-year average of \$11,856 for this time of year.

Total Expense for Collegiate School – Venice Campus consists of Personnel, Current and Capital Outlay expenses. Total Expense is \$1,172,694, with Personnel totaling \$941,725, Current Expense totaling \$225,240 and Capital Outlay expenses totaling \$5,729 during the period. These figures are compared to the three-year averages of \$1,270,863, \$860,267, \$208,521, and \$202,075, respectively, for this time of year.

On a percentage basis, Total Revenue is 90% of that budgeted, more than the three-year average of 66% for this time of year. Total Expense is 46% of that budgeted, which is less than the three-year average of 50% 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<br>Type      | Description                         | February 28, 2025 |            |            |                            | February 28, 2024 |            |            |                            | Percent<br>CY YTD Actual/<br>PY YTD Actual |
|-----------------|-------------------------------------|-------------------|------------|------------|----------------------------|-------------------|------------|------------|----------------------------|--------------------------------------------|
|                 |                                     | Percent           |            |            |                            | Percent           |            |            |                            |                                            |
|                 |                                     | Orig Budget       | Adj Budget | YTD Actual | YTD Actual /<br>Adj Budget | Orig Budget       | Adj Budget | YTD Actual | YTD Actual /<br>Adj Budget |                                            |
| Revenue         |                                     |                   |            |            |                            |                   |            |            |                            |                                            |
| 41              | Student Fees                        | 13,835,060        | 13,835,060 | 11,986,528 | 87%                        | 13,679,170        | 13,679,170 | 11,828,426 | 86%                        | 1%                                         |
| 42              | Other Student Fees                  | 3,950,858         | 3,970,858  | 2,775,209  | 70%                        | 3,678,121         | 3,678,121  | 2,892,380  | 79%                        | -4%                                        |
| 43              | Support From Local Government [1]   | 1,447,861         | 1,447,861  | 1,623,509  | 112%                       | 1,343,347         | 1,343,347  | 1,364,381  | 102%                       | 19%                                        |
| 44              | State Support                       | 35,579,924        | 33,871,248 | 22,307,929 | 66%                        | 35,999,152        | 35,999,152 | 22,708,395 | 63%                        | -2%                                        |
| 45              | Federal Support                     | 3,026,000         | 3,026,000  | 100,554    | 3%                         | 26,000            | 3,876,000  | 323,697    | 8%                         |                                            |
| 46              | Gifts, Private Grants & Contracts   | 0                 | 0          | 0          |                            | 0                 | 0          | 0          |                            |                                            |
| 47              | Sales and Services Department       | 977,364           | 977,364    | 694,536    | 71%                        | 827,665           | 827,665    | 691,841    | 84%                        | 0%                                         |
| 49              | Other Revenue [2]                   | 1,173,320         | 1,173,320  | 539,377    | 46%                        | 476,544           | 502,544    | 670,637    | 133%                       | -20%                                       |
| 4A              | Non-Revenue Receipts [3]            | 275,268           | 277,768    | (1,001)    |                            | 296,548           | 296,548    | (1)        | 0%                         |                                            |
|                 | Total : Revenue                     | 60,265,655        | 58,579,479 | 40,026,640 | 68%                        | 56,326,547        | 60,202,547 | 40,479,756 | 67%                        | -1%                                        |
|                 | Grand Total : Revenue               | 60,265,655        | 58,579,479 | 40,026,640 | 68%                        | 56,326,547        | 60,202,547 | 40,479,756 | 67%                        | -1%                                        |
| Expense         |                                     |                   |            |            |                            |                   |            |            |                            |                                            |
| Personnel       |                                     |                   |            |            |                            |                   |            |            |                            |                                            |
| 51              | Salaries-Full Time & Perm Part Time | 26,959,740        | 27,265,159 | 16,360,122 | 60%                        | 25,165,669        | 26,344,742 | 15,851,337 | 60%                        | 3%                                         |
| 52              | Other Personnel Exp P/T (Non-Perm)  | 3,756,892         | 3,744,615  | 1,855,107  | 50%                        | 3,709,408         | 3,709,408  | 1,891,657  | 51%                        | -2%                                        |
| 53              | Personnel Benefits                  | 11,695,362        | 11,309,063 | 6,565,848  | 58%                        | 11,991,426        | 10,821,353 | 6,018,896  | 56%                        | 9%                                         |
|                 | Total : Personnel                   | 42,411,994        | 42,318,837 | 24,781,077 | 59%                        | 40,866,503        | 40,875,503 | 23,761,890 | 58%                        | 4%                                         |
| Current Expense |                                     |                   |            |            |                            |                   |            |            |                            |                                            |
| 61              | Services [4]                        | 15,293,290        | 15,607,368 | 9,401,896  | 60%                        | 11,146,170        | 15,315,746 | 6,376,520  | 42%                        | 47%                                        |
| 62              | Materials and Supplies              | 4,289,406         | 4,473,715  | 2,265,081  | 51%                        | 4,114,207         | 4,147,824  | 1,811,000  | 44%                        | 25%                                        |
| 63              | Other Current Charges [5]           | 5,508,677         | 3,673,648  | 603,787    | 16%                        | 6,608,353         | 4,288,594  | 610,348    | 14%                        | -1%                                        |
|                 | Total : Current Expense             | 25,091,373        | 23,754,730 | 12,270,763 | 52%                        | 21,868,730        | 23,752,164 | 8,797,868  | 37%                        | 39%                                        |
| Capital         |                                     |                   |            |            |                            |                   |            |            |                            |                                            |
| 71              | Capital Outlay                      | 2,013,000         | 1,994,839  | 25,496     | 1%                         | 1,145,586         | 1,383,534  | 237,040    | 17%                        | -89%                                       |
|                 | Total : Capital                     | 2,013,000         | 1,994,839  | 25,496     | 1%                         | 1,145,586         | 1,383,534  | 237,040    | 17%                        | -89%                                       |
|                 | Grand Total : Expense [6]           | 69,516,367        | 76,368,406 | 45,377,337 | 59%                        | 63,880,819        | 66,011,201 | 32,796,798 | 50%                        | 38%                                        |

[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<br>Type              | Description                         | February 28, 2025 |            |            |            | February 29, 2024 |            |            |            | Percent Change |               |
|-------------------------|-------------------------------------|-------------------|------------|------------|------------|-------------------|------------|------------|------------|----------------|---------------|
|                         |                                     |                   |            | Percent    |            |                   |            | Percent    |            | CY YTD Actual/ | PY YTD Actual |
|                         |                                     | Orig Budget       | Adj Budget | YTD Actual | Adj Budget | YTD Actual        | Adj Budget | YTD Actual | Adj Budget |                |               |
| Revenue                 |                                     |                   |            |            |            |                   |            |            |            |                |               |
| 41                      | Student Fees                        | 1,439,766         | 1,439,766  | 1,131,585  | 79%        | 1,302,969         | 1,302,969  | 1,127,462  | 87%        |                | 0%            |
| 42                      | Other Student Fees                  | 140,149           | 140,149    | 93,766     | 67%        | 123,689           | 123,689    | 90,622     | 73%        |                | 3%            |
| 44                      | State Support                       | 178,164           | 178,164    | 0          | 0%         | 178,164           | 178,164    | 0          | 0%         |                |               |
| 49                      | Other Revenue [1]                   | 159,183           | 159,183    | 102,702    | 65%        | 68,438            | 68,438     | 103,437    | 151%       |                | -1%           |
| Total : Revenue         |                                     | 1,917,262         | 1,917,262  | 1,328,053  | 69%        | 1,673,260         | 1,673,260  | 1,321,521  | 79%        |                | 0%            |
| Grand Total : Revenue   |                                     | 1,917,262         | 1,917,262  | 1,328,053  | 69%        | 1,673,260         | 1,673,260  | 1,321,521  | 79%        |                | 0%            |
| Expense                 |                                     |                   |            |            |            |                   |            |            |            |                |               |
| Personnel               |                                     |                   |            |            |            |                   |            |            |            |                |               |
| 51                      | Salaries-Full Time & Perm Part Time | 813,108           | 828,108    | 497,907    | 60%        | 800,253           | 800,253    | 466,358    | 58%        |                | 7%            |
| 52                      | Other Personnel Exp P/T (Non-Perm)  | 363,600           | 363,600    | 272,014    | 75%        | 400,451           | 400,451    | 277,502    | 69%        |                | -2%           |
| 53                      | Personnel Benefits                  | 394,129           | 395,277    | 162,949    | 41%        | 259,408           | 259,408    | 142,724    | 55%        |                | 14%           |
| Total : Personnel       |                                     | 1,570,837         | 1,586,985  | 932,869    | 59%        | 1,460,112         | 1,460,112  | 886,584    | 61%        |                | 5%            |
| Current Expense         |                                     |                   |            |            |            |                   |            |            |            |                |               |
| 61                      | Services [2]                        | 34,675            | 33,525     | 6,276      | 19%        | 35,755            | 36,330     | 16,063     | 44%        |                | -61%          |
| 62                      | Materials and Supplies              | 86,143            | 86,136     | 57,292     | 67%        | 83,777            | 84,702     | 38,881     | 46%        |                | 47%           |
| 63                      | Other Current Charges [3]           | 93,616            | 93,616     | 57,908     | 62%        | 93,616            | 93,616     | 16,352     | 17%        |                |               |
| Total : Current Expense |                                     | 214,434           | 213,277    | 121,475    | 57%        | 213,148           | 214,648    | 71,296     | 33%        |                |               |
| Capital                 |                                     |                   |            |            |            |                   |            |            |            |                |               |
| 71                      | Capital Outlay                      | 0                 | 0          | 0          |            | 0                 | 0          | 0          |            |                |               |
| Total : Capital         |                                     | 0                 | 0          | 0          |            | 0                 | 0          | 0          |            |                |               |
| Grand Total : Expense   |                                     | 1,785,271         | 1,800,262  | 1,054,345  | 59%        | 1,673,260         | 1,674,760  | 957,879    | 57%        |                | 10%           |

[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: Twenty-seven (27)**  
**AMENDMENT NUMBER: Twenty-seven (27)**

**FISCAL YEAR: 2024-25**  
**February 2025**

FUND NAME: CURRENT UNRESTRICTED

FUND NUMBER: 11000

| CATEGORY                  | PRESENT<br>BUDGET      | INCREASE          | DECREASE          | REVISED<br>BUDGET      |
|---------------------------|------------------------|-------------------|-------------------|------------------------|
| Beginning Fund Balance    | \$ 21,722,247          | \$                | \$                | \$ 21,722,247          |
| REVENUE                   | 58,579,479             |                   |                   | 58,579,479             |
| TOTAL TO BE ACCOUNTED FOR | \$ 80,301,726<br>===== | \$ 0<br>=====     | \$ 0<br>=====     | \$ 80,301,726<br>===== |
| SALARIES                  | \$ 42,317,274          | \$ 1,563          | <a>               | 42,318,837             |
| CURRENT EXPENSE           | 31,581,536             |                   |                   | 31,581,536             |
| CAPITAL OUTLAY            | 994,839                |                   |                   | 994,839                |
| ENDING FUND BALANCE       | 5,408,077              |                   | <b> 1,563         | 5,406,514              |
| TOTAL ACCOUNTED FOR       | \$ 80,301,726<br>===== | \$ 1,563<br>===== | \$ 1,563<br>===== | \$ 80,301,726<br>===== |

JUSTIFICATION:

<a> The \$1,563 increase in salaries is due to:

Increase in budget to move funds back to contingency that were moved to CROP grant

|    |              |
|----|--------------|
|    | 1,563        |
| \$ | <u>1,563</u> |

<B> The \$1,563 decrease to fund balance is due to:

Decrease in budget for stipends in CROP grant

|  |                |
|--|----------------|
|  | (1,563)        |
|  | <u>(1,563)</u> |

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

**RESOLUTION NUMBER: Twenty-eight (28)**  
**AMENDMENT NUMBER: Twenty-eight (28)**

**FISCAL YEAR: 2024-25**  
**February 2025**

FUND NAME: COLLEGIATE SCHOOL-VC

FUND NUMBER: 23001

| CATEGORY                  | PRESENT<br>BUDGET     | INCREASE          | DECREASE          | REVISED<br>BUDGET     |
|---------------------------|-----------------------|-------------------|-------------------|-----------------------|
| Beginning Fund Balance    | \$ 495,400            | \$                | \$                | \$ 495,400            |
| REVENUE                   | 2,629,327             |                   |                   | 2,629,327             |
| TOTAL TO BE ACCOUNTED FOR | \$ 3,124,727<br>===== | \$ 0<br>=====     | \$ 0<br>=====     | \$ 3,124,727<br>===== |
| SALARIES                  | \$ 1,517,858          | \$                |                   | \$ 1,517,858          |
| CURRENT EXPENSE           | 967,398               | <a>               | 7,000             | 960,398               |
| CAPITAL OUTLAY            | 5,000                 | 7,000 <b>         |                   | 12,000                |
| ENDING FUND BALANCE       | 634,471<br>-----      |                   |                   | 634,471<br>-----      |
| TOTAL ACCOUNTED FOR       | \$ 3,124,727<br>===== | \$ 7,000<br>===== | \$ 7,000<br>===== | 3,124,727<br>=====    |

**JUSTIFICATION:**

<a> The \$7,000 decrease in Current Expense is due to:  
Decrease in budget for radio purchase

(7,000)  
\$ (7,000)  
=====

<b> The \$7,000 increase in Capital Outlay is due to:  
Increase in budget for radio purchase

7,000  
\$ 7,000  
=====

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

**RESOLUTION NUMBER: Twenty-nine (29)  
AMENDMENT NUMBER: Twenty-nine (29)**

**FISCAL YEAR: 2024-25  
February 2025**

FUND NAME: GENERAL RESTRICTED

FUND NUMBER: **TWO**

| CATEGORY                  | PRESENT<br>BUDGET      | INCREASE           | DECREASE           | REVISED<br>BUDGET      |
|---------------------------|------------------------|--------------------|--------------------|------------------------|
| Beginning Fund Balance    | \$ 2,071,953           | \$                 | \$                 | \$ 2,071,953           |
| REVENUE                   | 9,732,943              | <a>                | 23,561             | 9,709,382              |
| TOTAL TO BE ACCOUNTED FOR | \$ 11,804,896<br>===== | \$ 0<br>=====      | \$ 23,561<br>===== | \$ 11,781,335<br>===== |
| SALARIES                  | \$ 6,198,500           | \$ 33,444 <b>      |                    | 6,231,944              |
| CURRENT EXPENSE           | 4,045,897              | 18,059 <c>         |                    | 4,063,956              |
| CAPITAL OUTLAY            | 134,586                |                    |                    | 134,586                |
| ENDING FUND BALANCE       | 1,425,914              | <d>                | 75,064             | 1,350,850              |
| TOTAL ACCOUNTED FOR       | \$ 11,804,896<br>===== | \$ 51,503<br>===== | \$ 75,064<br>===== | \$ 11,781,335<br>===== |

**JUSTIFICATION:**

<a> The \$23,561 decrease in Revenue is due to:

Increase due to entrance of original CROP FY 25 budget  
Decrease due to removal of FY 24 CROP budget

37,901  
(61,462)  
\$ (23,561)

<b> The \$33,444 increase in Salaries Expense is due to:

Increase due to entrance of original CROP FY 25 budget  
Decrease due to removal of FY 24 CROP budget  
Increase for TASC tutoring  
Decrease due to movement of CROP stipends to Fund 1 contingency

25,157  
(3,150)  
13,000  
(1,563)  
\$ 33,444

<c> The \$18,059 increase in Current Expense is due to:

Increase due to entrance of original CROP FY 25 budget  
Decrease due to removal of FY 24 CROP budget  
Increase for TASC tutoring

12,744  
(6,885)  
12,200  
\$ 18,059

<d> The \$75,064 decrease to fund balance is due to:

Decrease in fund balance to cover changes in CROP budgets for FY 24 and FY 25

(75,064)  
\$ (75,064)



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

**RESOLUTION NUMBER: Thirty (30)  
AMENDMENT NUMBER: Thirty (30)**

**FISCAL YEAR: 2024-25  
February 2025**

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                  | \$ 313,005    | \$            |              | 313,005       |
| CURRENT EXPENSE           | 155,408       | 176,966 <a>   |              | 332,374       |
| CAPITAL OUTLAY            | 33,565,442    | 2,165,367 <b> |              | 35,730,809    |
| ENDING FUND BALANCE       | 51,858,542    | <c>           | 2,342,333    | 49,516,209    |
| TOTAL ACCOUNTED FOR       | \$ 85,892,397 | \$ 2,342,333  | \$ 2,342,333 | \$ 85,892,397 |

**JUSTIFICATION:**

<a> The \$176,966 increase in Current Expense is due to:

|                                                              |            |
|--------------------------------------------------------------|------------|
| Increase to establish budgets for new projects               | 36,545     |
| Decrease to due to closure of completed projects             | (1,970)    |
| Increase to establish budget for new health science projects | 112,984    |
| Decrease due to completion of facility project               | (9,593)    |
| Increase in budget for security cameras                      | 31,000     |
| Increase in budget for Newline Pro purchase                  | 8,000      |
|                                                              | \$ 176,966 |

<b> The \$2,165,367 increase in Current Outlay is due to:

|                                                                    |              |
|--------------------------------------------------------------------|--------------|
| Increase to establish budgets for new projects                     | 747,455      |
| Decrease to due to closure of completed projects                   | (96,022)     |
| Increase to establish budget for new health science projects       | 1,170,016    |
| Decrease due to completion of facility project                     | (17,082)     |
| Decrease in budget for security cameras                            | (31,000)     |
| Decrease in budget for Newline Pro purchase                        | (8,000)      |
| Increase in budget for minor maintenance, repairs, and renovations | 200,000      |
| Increase in budget for minor maintenance, repairs, and renovations | 100,000      |
| Increase in budget for building 800 shades and fans                | 100,000      |
|                                                                    | \$ 2,165,367 |

<c> The \$2,342,333 decrease in Fund Balance is due to:

|                                                        |              |
|--------------------------------------------------------|--------------|
| Decrease due to establishing of new projects for FY 25 | 2,342,333    |
|                                                        | \$ 2,342,333 |

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

| AC<br>Type              | Description                         | February 28, 2025 |            |              |            | February 29, 2024 |            |              |            | Percent<br>Change<br>CY YTD Actual/<br>PY YTD Actual |
|-------------------------|-------------------------------------|-------------------|------------|--------------|------------|-------------------|------------|--------------|------------|------------------------------------------------------|
|                         |                                     | Percent           |            | YTD Actual / |            | Percent           |            | YTD Actual / |            |                                                      |
|                         |                                     | Orig Budget       | Adj Budget | YTD Actual   | Adj Budget | Orig Budget       | Adj Budget | YTD Actual   | Adj Budget |                                                      |
| Revenue                 |                                     |                   |            |              |            |                   |            |              |            |                                                      |
| 43                      | Support From Local Government [1]   | 4,492,106         | 4,492,106  | 3,007,112    | 67%        | 3,954,102         | 4,627,862  | 3,040,493    | 66%        | -1%                                                  |
| 44                      | State Support [2]                   | 0                 | 0          | 421,448      |            | 40                | 40         | 173,226      |            | 143%                                                 |
| 45                      | Federal Support [3]                 | 27,268            | 27,268     | 202,640      |            | 27,268            | 448,386    | 43,550       | 10%        | 10%                                                  |
| 49                      | Other Revenue [4]                   | 0                 | 0          | 75,850       |            | 79,430            | 79,430     | 72,187       | 91%        | 5%                                                   |
| Total : Revenue         |                                     | 4,519,374         | 4,519,374  | 3,707,050    | 82%        | 4,060,840         | 5,155,718  | 3,329,456    | 65%        | 11%                                                  |
| Grand Total : Revenue   |                                     | 4,519,374         | 4,519,374  | 3,707,050    | 82%        | 4,060,840         | 5,155,718  | 3,329,456    | 65%        | 11%                                                  |
| Expense                 |                                     |                   |            |              |            |                   |            |              |            |                                                      |
| Personnel               |                                     |                   |            |              |            |                   |            |              |            |                                                      |
| 51                      | Salaries-Full Time & Perm Part Time | 2,497,195         | 2,499,195  | 1,505,703    | 60%        | 1,834,689         | 2,361,068  | 1,396,410    | 59%        | 8%                                                   |
| 52                      | Other Personnel Exp P/T (Non-Perm)  | 59,520            | 59,520     | 17,462       | 29%        | 59,520            | 65,520     | 18,067       | 28%        | -3%                                                  |
| 53                      | Personnel Benefits                  | 732,988           | 733,141    | 545,754      | 74%        | 732,988           | 890,988    | 492,343      | 55%        | 11%                                                  |
| Total : Personnel       |                                     | 3,289,703         | 3,291,856  | 2,068,918    | 63%        | 2,627,197         | 3,317,576  | 1,906,820    | 57%        | 9%                                                   |
| Current Expense         |                                     |                   |            |              |            |                   |            |              |            |                                                      |
| 61                      | Services [5]                        | 1,235,145         | 1,167,878  | 524,296      | 45%        | 1,065,835         | 1,225,825  | 600,147      | 49%        | -13%                                                 |
| 62                      | Materials and Supplies              | 295,214           | 373,702    | 265,272      | 71%        | 269,154           | 319,263    | 180,798      | 57%        | 47%                                                  |
| 63                      | Other Current Charges               | 0                 | 0          | 0            |            | 0                 | 0          | 0            |            |                                                      |
| Total : Current Expense |                                     | 1,530,360         | 1,541,579  | 789,568      | 51%        | 1,334,989         | 1,545,089  | 780,945      | 51%        | 1%                                                   |
| Capital                 |                                     |                   |            |              |            |                   |            |              |            |                                                      |
| 71                      | Capital Outlay                      | 296,899           | 333,323    | 234,377      | 70%        | 538,038           | 960,762    | 436,157      | 45%        | 45%                                                  |
| Total : Capital         |                                     | 296,899           | 333,323    | 234,377      | 70%        | 538,038           | 960,762    | 436,157      | 45%        | 45%                                                  |
| Grand Total : Expense   |                                     | 5,116,962         | 5,166,758  | 3,092,864    | 60%        | 4,500,223         | 5,823,427  | 3,123,922    | 54%        | -1%                                                  |

- [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<br>Type Description                 | February 28, 2025 |                  |                  |                         | February 29, 2024 |                  |                  |                         |
|----------------------------------------|-------------------|------------------|------------------|-------------------------|-------------------|------------------|------------------|-------------------------|
|                                        | Percent           |                  | Percent          |                         | Percent           |                  | Percent          |                         |
|                                        | Orig Budget       | Adj Budget       | YTD Actual       | YTD Actual / Adj Budget | Orig Budget       | Adj Budget       | YTD Actual       | YTD Actual / Adj Budget |
| <b>Revenue</b>                         |                   |                  |                  |                         |                   |                  |                  |                         |
| 43 Support From Local Government [1]   | 2,613,647         | 2,613,647        | 1,969,289        | 75%                     | 2,364,033         | 2,265,227        | 1,492,599        | 66%                     |
| 44 State Support [2]                   | 0                 | 0                | 383,516          |                         | 0                 | 0                | 61,306           | 526%                    |
| 45 Federal Support [3]                 | 12,680            | 12,680           | 2,296            | 18%                     | 30,000            | 176,346          | (11,014)         | -121%                   |
| 49 Other Revenue [4]                   | 3,000             | 3,000            | 16,408           | 547%                    | 2,000             | 3,000            | 11,343           | 378%                    |
| 4A Non-Revenue Receipts                | 0                 | 0                | 0                |                         | 0                 | 0                | 0                |                         |
| <b>Total : Revenue</b>                 | <b>2,629,327</b>  | <b>2,629,327</b> | <b>2,371,510</b> | <b>90%</b>              | <b>2,396,033</b>  | <b>2,444,573</b> | <b>1,554,234</b> | <b>64%</b>              |
| <b>Grand Total : Revenue</b>           | <b>2,629,327</b>  | <b>2,629,327</b> | <b>2,371,510</b> | <b>90%</b>              | <b>2,396,033</b>  | <b>2,444,573</b> | <b>1,554,234</b> | <b>64%</b>              |
| <b>Expense</b>                         |                   |                  |                  |                         |                   |                  |                  |                         |
| <b>Personnel</b>                       |                   |                  |                  |                         |                   |                  |                  |                         |
| 51 Salaries-Full Time & Perm Part Time | 1,124,871         | 1,124,871        | 678,796          | 60%                     | 1,044,146         | 1,107,477        | 619,087          | 56%                     |
| 52 Other Personnel Exp P/T (Non-Perm)  | 25,000            | 25,000           | 6,456            | 26%                     | 17,000            | 25,000           | 13,986           | 56%                     |
| 53 Personnel Benefits                  | 367,987           | 367,987          | 256,472          | 70%                     | 359,599           | 415,046          | 218,950          | 53%                     |
| <b>Total : Personnel</b>               | <b>1,517,858</b>  | <b>1,517,858</b> | <b>941,725</b>   | <b>62%</b>              | <b>1,420,745</b>  | <b>1,547,523</b> | <b>852,023</b>   | <b>55%</b>              |
| <b>Current Expense</b>                 |                   |                  |                  |                         |                   |                  |                  |                         |
| 61 Services [5]                        | 800,958           | 811,158          | 128,031          | 16%                     | 547,840           | 591,160          | 73,081           | 12%                     |
| 62 Materials and Supplies              | 230,356           | 211,876          | 97,209           | 46%                     | 184,687           | 176,452          | 67,961           | 39%                     |
| <b>Total : Current Expense</b>         | <b>1,031,314</b>  | <b>1,023,034</b> | <b>225,240</b>   | <b>22%</b>              | <b>732,527</b>    | <b>767,613</b>   | <b>141,042</b>   | <b>18%</b>              |
| <b>Capital</b>                         |                   |                  |                  |                         |                   |                  |                  |                         |
| 71 Capital Outlay                      | 5,000             | 27,200           | 5,729            | 21%                     | 5,000             | 117,428          | 96,560           | 82%                     |
| <b>Total : Capital</b>                 | <b>5,000</b>      | <b>27,200</b>    | <b>5,729</b>     | <b>21%</b>              | <b>5,000</b>      | <b>117,428</b>   | <b>96,560</b>    | <b>82%</b>              |
| <b>Grand Total : Expense</b>           | <b>2,554,172</b>  | <b>2,568,092</b> | <b>1,172,694</b> | <b>46%</b>              | <b>2,158,272</b>  | <b>2,432,564</b> | <b>1,089,625</b> | <b>45%</b>              |

- [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.

### February 2025

| <u>DONOR/GRANTOR</u>                          | <u>AMOUNT</u>    | <u>DESCRIPTION</u> |
|-----------------------------------------------|------------------|--------------------|
| <b><u>Gifts:</u></b>                          |                  |                    |
| No gifts received                             |                  |                    |
| <b><u>Grants:</u></b>                         |                  |                    |
| United States Department of Education         |                  |                    |
| February YTD Revenue                          | 670,206          |                    |
| January YTD Revenue                           | 670,206          |                    |
| Change for Month of February                  | (0)              | Pell Grant 2023-24 |
| February YTD Revenue                          | 13,756,891       |                    |
| January YTD Revenue                           | 7,634,285        |                    |
| Change for Month of February                  | 6,122,606        | Pell Grant 2024-25 |
| <b>Total Received - Gifts</b>                 | -                |                    |
| <b>Total Received (Returned) - Pell Grant</b> | <b>6,122,606</b> |                    |

# PROPERTY DISPOSAL

(Complete and route to Vice President, Operations)



Proposed by Rebecca Ferda  
 Name \_\_\_\_\_  
Director, Business Services  
 Title \_\_\_\_\_

Date 3/1/2025

| Description                     | Asset #  | Purchase Date | Purchase Price | Reason for Disposal  | Method of Disposal |
|---------------------------------|----------|---------------|----------------|----------------------|--------------------|
| OptiPlex 5060                   | 00035135 | 12/11/2019    | \$ 1,139.25    | Obsolete             | e-scrap            |
| Latitude 5400                   | 00035159 | 02/24/2020    | \$ 1,150.00    | Obsolete             | e-scrap            |
| OptiPlex 5070                   | 00035161 | 02/24/2020    | \$ 975.00      | Obsolete             | e-scrap            |
| Latitude 5400                   | 00035279 | 05/29/2020    | \$ 1,200.00    | Obsolete             | e-scrap            |
| Latitude 5510                   | 00035532 | 12/03/2020    | \$ 1,350.00    | Obsolete             | e-scrap            |
| Latitude 5520                   | 00035903 | 03/12/2021    | \$ 1,230.00    | Obsolete             | e-scrap            |
| OptiPlex 5080                   | 00035938 | 04/13/2021    | \$ 955.13      | Obsolete             | e-scrap            |
| Latitude 5510                   | 00036117 | 05/18/2021    | \$ 1,362.42    | Obsolete             | e-scrap            |
| MacBook Pro                     | 00036302 | 06/22/2021    | \$ 1,699.00    | Obsolete             | e-scrap            |
| OptiPlex 3080                   | 00036427 | 06/22/2021    | \$ 725.00      | Obsolete             | e-scrap            |
| OptiPlex 3080                   | 00036430 | 06/22/2021    | \$ 725.00      | Obsolete             | e-scrap            |
| OptiPlex 3080                   | 00036432 | 06/22/2021    | \$ 725.00      | Obsolete             | e-scrap            |
| Latitude 5420                   | 00036495 | 06/22/2021    | \$ 1,090.00    | Obsolete             | e-scrap            |
| Latitude 5420                   | 00036502 | 06/22/2021    | \$ 1,090.00    | Obsolete             | e-scrap            |
| Latitude 5420                   | 00036507 | 06/22/2021    | \$ 1,090.00    | Obsolete             | e-scrap            |
| Latitude 5420                   | 00036520 | 06/22/2021    | \$ 1,090.00    | Obsolete             | e-scrap            |
| OptiPlex 3080                   | 00036584 | 06/17/2021    | \$ 725.00      | Obsolete             | e-scrap            |
| Latitude 5420                   | 00037386 | 09/30/2021    | \$ 1,090.00    | Obsolete             | e-scrap            |
| Latitude 5420                   | 00037397 | 09/30/2021    | \$ 1,090.00    | Obsolete             | e-scrap            |
| OptiPlex 5090                   | 00037540 | 04/18/2022    | \$ 910.00      | Obsolete             | e-scrap            |
| OptiPlex 5090                   | 00037579 | 03/29/2022    | \$ 910.00      | Obsolete             | e-scrap            |
| 2000 Club Car Golf Cart         | 022467   | 05/05/2000    | \$ 4,850.00    | Repairs exceed value | GovDeals           |
| Canon RE-350 Video Visualizer   | 022862   | 01/19/2001    | \$ 2,279.00    | Obsolete             | e-scrap            |
| Mediatech Lectern               | 024256   | 10/30/2002    | \$ 2,039.80    | Obsolete             | e-scrap            |
| Hitachi Projector               | 025127   | 08/12/2003    | \$ 3,161.36    | Obsolete             | e-scrap            |
| Hitachi Projector               | 026390   | 10/26/2005    | \$ 1,645.12    | Obsolete             | e-scrap            |
| Hitachi Projector               | 026709   | 09/18/2006    | \$ 2,390.68    | Obsolete             | e-scrap            |
| Extron MLS406 Switcher          | 026710   | 09/18/2006    | \$ 1,727.79    | Obsolete             | e-scrap            |
| Arkay High-Speed RC Print Dryer | 026906   | 03/30/2007    | \$ 1,367.25    | Obsolete             | e-scrap            |
| Sony 65" LCD TV                 | 027776   | 02/04/2009    | \$ 4,685.56    | Obsolete             | e-scrap            |
| Samsung LCD Display             | 027793   | 06/04/2009    | \$ 1,035.95    | Obsolete             | e-scrap            |
| OptiPlex 780                    | 029711   | 03/28/2011    | \$ 717.05      | Obsolete             | e-scrap            |
| Epson Stylus Pro 7890           | 029804   | 04/25/2011    | \$ 2,599.00    | Obsolete             | e-scrap            |
| Mediatech Lectern               | 030032   | 01/06/2012    | \$ 1,999.00    | Obsolete             | e-scrap            |

# PROPERTY DISPOSAL

(Complete and route to Vice President, Operations)

|                                      |        |            |             |                      |          |
|--------------------------------------|--------|------------|-------------|----------------------|----------|
| 2008 Club Car Golf Cart              | 030694 | 04/16/2013 | \$ 3,701.00 | Repairs exceed value | GovDeals |
| 2010 EZGO Golf Cart                  | 030787 | 07/30/2013 | \$ 2,650.00 | Repairs exceed value | GovDeals |
| Surface Pro 2                        | 030828 | 10/31/2013 | \$ 999.00   | Obsolete             | e-scrap  |
| Extron USB Extender D Rx Receiver    | 031444 | 03/28/2013 | \$ 1,454.67 | Obsolete             | e-scrap  |
| PowerEdge R430 Server                | 031964 | 06/30/2015 | \$ 2,946.90 | Obsolete             | e-scrap  |
| 2012 Club Car Golf Cart              | 032100 | 08/28/2015 | \$ 4,041.57 | Repairs exceed value | GovDeals |
| 2012 Club Car Golf Cart              | 032101 | 08/28/2015 | \$ 4,041.57 | Repairs exceed value | GovDeals |
| 2012 Club Car Golf Cart              | 032104 | 08/28/2015 | \$ 4,041.57 | Repairs exceed value | GovDeals |
| Epson Stylus Pro 4900 Inkjet Printer | 032359 | 04/26/2016 | \$ 1,795.00 | Obsolete             | e-scrap  |
| PowerEdge R430 Server                | 032400 | 05/25/2016 | \$ 3,009.13 | Obsolete             | e-scrap  |
| PowerEdge R430 Server                | 032401 | 05/25/2016 | \$ 3,009.13 | Obsolete             | e-scrap  |
| PowerEdge R430 Server                | 032402 | 05/25/2016 | \$ 3,009.13 | Obsolete             | e-scrap  |
| PowerEdge R430 Server                | 032404 | 05/25/2016 | \$ 3,009.13 | Obsolete             | e-scrap  |
| Intuos Pro                           | 032452 | 07/27/2016 | \$ 344.99   | Obsolete             | e-scrap  |
| Latitude 5590                        | 033503 | 04/03/2018 | \$ 950.00   | Obsolete             | e-scrap  |
| OptiPlex 5050                        | 033561 | 03/29/2018 | \$ 725.00   | Obsolete             | e-scrap  |
| OptiPlex 5050                        | 033610 | 03/29/2018 | \$ 725.00   | Obsolete             | e-scrap  |
| OptiPlex 5050                        | 033620 | 03/29/2018 | \$ 725.00   | Obsolete             | e-scrap  |
| OptiPlex 5050                        | 033683 | 03/29/2018 | \$ 725.00   | Obsolete             | e-scrap  |
| OptiPlex 5050                        | 033730 | 04/24/2018 | \$ 850.00   | Obsolete             | e-scrap  |
| Mercury Conference System            | 033749 | 04/28/2018 | \$ 1,803.00 | Obsolete             | e-scrap  |
| Surface Pro                          | 033752 | 05/07/2018 | \$ 849.00   | Obsolete             | e-scrap  |
| OptiPlex 5050                        | 033797 | 05/21/2018 | \$ 891.10   | Obsolete             | e-scrap  |
| PowerEdge R440 Server                | 033801 | 05/19/2018 | \$ 4,764.93 | Obsolete             | e-scrap  |
| PowerEdge R440 Server                | 033803 | 05/19/2018 | \$ 4,764.93 | Obsolete             | e-scrap  |
| Surface Pro                          | 033808 | 05/30/2018 | \$ 849.00   | Obsolete             | e-scrap  |
| Latitude 3490                        | 033922 | 08/31/2018 | \$ 995.15   | Obsolete             | e-scrap  |
| Latitude 3490                        | 033923 | 08/31/2018 | \$ 995.15   | Obsolete             | e-scrap  |
| Latitude 3490                        | 033924 | 08/31/2018 | \$ 995.15   | Obsolete             | e-scrap  |
| Latitude 3490                        | 033925 | 08/31/2018 | \$ 995.15   | Obsolete             | e-scrap  |
| Latitude 3490                        | 033926 | 08/31/2018 | \$ 995.15   | Obsolete             | e-scrap  |
| OptiPlex 3060                        | 034093 | 09/14/2018 | \$ 550.00   | Obsolete             | e-scrap  |
| OptiPlex 3060                        | 034175 | 01/11/2019 | \$ 715.14   | Obsolete             | e-scrap  |
| Latitude 5490                        | 034899 | 08/22/2019 | \$ 1,300.84 | Obsolete             | e-scrap  |
| OptiPlex 5070                        | 035165 | 02/24/2020 | \$ 975.00   | Obsolete             | e-scrap  |
| OptiPlex 5070                        | 035166 | 02/24/2020 | \$ 975.00   | Obsolete             | e-scrap  |
| OptiPlex 5070                        | 035167 | 02/24/2020 | \$ 975.00   | Obsolete             | e-scrap  |
| OptiPlex 5070                        | 035179 | 03/09/2020 | \$ 975.00   | Obsolete             | e-scrap  |
| OptiPlex 5070                        | 035180 | 03/09/2020 | \$ 975.00   | Obsolete             | e-scrap  |
| OptiPlex 5070                        | 035183 | 03/09/2020 | \$ 975.00   | Obsolete             | e-scrap  |
| OptiPlex 5070                        | 035184 | 03/09/2020 | \$ 975.00   | Obsolete             | e-scrap  |
| Latitude 5400                        | 035276 | 05/29/2020 | \$ 1,200.00 | Obsolete             | e-scrap  |
| OptiPlex 3080                        | 036425 | 06/22/2021 | \$ 725.00   | Obsolete             | e-scrap  |

# PROPERTY DISPOSAL

(Complete and route to Vice President, Operations)

|               |        |            |             |          |         |
|---------------|--------|------------|-------------|----------|---------|
| OptiPlex 3080 | 036433 | 06/22/2021 | \$ 725.00   | Obsolete | e-scrap |
| OptiPlex 3080 | 036434 | 06/22/2021 | \$ 725.00   | Obsolete | e-scrap |
| OptiPlex 3080 | 036436 | 06/22/2021 | \$ 725.00   | Obsolete | e-scrap |
| OptiPlex 3080 | 036438 | 06/22/2021 | \$ 725.00   | Obsolete | e-scrap |
| OptiPlex 3080 | 036545 | 06/17/2021 | \$ 725.00   | Obsolete | e-scrap |
| OptiPlex 3080 | 036560 | 06/17/2021 | \$ 725.00   | Obsolete | e-scrap |
| OptiPlex 3080 | 036633 | 06/17/2021 | \$ 725.00   | Obsolete | e-scrap |
| Latitude 5420 | 036798 | 06/17/2021 | \$ 1,090.00 | Obsolete | e-scrap |
| Latitude 5420 | 036800 | 06/17/2021 | \$ 1,090.00 | Obsolete | e-scrap |
| Latitude 5420 | 036803 | 06/17/2021 | \$ 1,090.00 | Obsolete | e-scrap |
| Latitude 5420 | 037249 | 09/30/2021 | \$ 1,090.00 | Obsolete | e-scrap |
| Latitude 5420 | 037261 | 09/30/2021 | \$ 1,090.00 | Obsolete | e-scrap |
| Latitude 5420 | 037262 | 09/30/2021 | \$ 1,090.00 | Obsolete | e-scrap |
| Latitude 5420 | 037267 | 09/30/2021 | \$ 1,090.00 | Obsolete | e-scrap |
| Latitude 5420 | 037268 | 09/30/2021 | \$ 1,090.00 | Obsolete | e-scrap |
| Latitude 5420 | 037273 | 09/30/2021 | \$ 1,090.00 | Obsolete | e-scrap |
| Latitude 5420 | 037275 | 09/30/2021 | \$ 1,090.00 | Obsolete | e-scrap |
| Latitude 5420 | 037276 | 09/30/2021 | \$ 1,090.00 | Obsolete | e-scrap |
| Latitude 5420 | 037356 | 12/15/2021 | \$ 1,629.93 | Obsolete | e-scrap |
| Latitude 5420 | 037357 | 12/15/2021 | \$ 1,629.93 | Obsolete | e-scrap |
| Latitude 5420 | 037400 | 09/30/2021 | \$ 1,090.00 | Obsolete | e-scrap |
| Latitude 5420 | 037401 | 09/30/2021 | \$ 1,090.00 | Obsolete | e-scrap |

*Rebecca Fida*

Proposer

03/17/2025

Date

*Rebecca Fida*

Business Services Administrator

03/17/2025

Date

*Christopher Wellman*

Signature of Vice President, Operations

03/17/2025

Date

**STATE COLLEGE OF FLORIDA, MANATEE-SARASOTA  
GRANT PROPOSAL**

|                                                                                             |                                                                                  |                                             |
|---------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|---------------------------------------------|
| <b>NO:</b><br><b>25-02</b>                                                                  | <b>TITLE:</b><br><b>NJCAA Foundation Sport Opportunity<br/>Grant Application</b> | <b>FUNDS REQUESTED:</b><br><b>\$ 27,500</b> |
| <b>SPONSORING AGENCY:</b><br><b>Florida College System Activities Association Athletics</b> |                                                                                  | SCF Cash Match:<br><b>\$</b>                |
| <b>PROPOSERS:</b><br>Nick Cichiello, Athletics Director                                     |                                                                                  | SCF In-Kind Match:<br><b>\$</b>             |

***College departments and participating personnel:***

Nick Cichiello, Athletics Director; Auria Mounts, Athletics Specialist; Tim Hill II, Head Baseball Coach; Brett Sauerwein, Head Softball Coach/Intramurals Coordinator; Courtney Bobo-McKenzie, Head Court Volleyball Coach; Eunyce Vercosa, Head Beach Volleyball Coach.

**GRANT SUMMARY:**

Funds from the National Junior College Athletic Association (NJCAA) Foundation Sport Opportunity Grant will be used to add a Men's and a Women's Cross Country programs to SCF's current athletic offerings. Cross Country is an inexpensive sport that not only complements SCF's current athletic programs but is also supported in our community. These new athletic offerings align with our institutional priorities and identity.

The goal of the program will be to recruit 50-70% Manatee and Sarasota County athletes to compete on the men's and women's cross-country teams during the inaugural season and achieve a top-25 ranking in either sport within the first three years of the program competing. The coach would have a full calendar year, beginning in July of 2025, to recruit and develop the teams.

Grant funds will be primarily used as seed money to get the programs up and running. The grant application includes monies to help cover the costs of uniforms, equipment, recruitment, and travel for the first two years of the program. The new Men's and Women's Cross Country programs at SCF would be easy to sustain in the future, with the help of allocated funds from the college, and the Athletic Director and each team meeting annual fundraising goals. Additionally, the College will see revenue from the Men's and Women's Cross Country programs as the athletes will not receive tuition scholarships. The athletes will be required to be full-time enrolled students at SCF, and they are expected to pay their own way.



**Signature Page**  
**Proposal # 25-02**

**By signing below, I acknowledge that I have read and approve Grant Proposal #25-02.**

|                                                                                                          |             |
|----------------------------------------------------------------------------------------------------------|-------------|
| <u><i>Brittany K. Nielsen</i></u><br><small>Brittany K. Nielsen (Feb 14, 2025 10:57 EST)</small>         | 02/14,      |
| <b>Dr. Brittany Nielsen- Area Administrator</b>                                                          | <b>Date</b> |
| <u><i>Erin Buckley</i></u>                                                                               | 02/14,      |
| <b>Erin Buckley- Sponsored Projects</b>                                                                  | <b>Date</b> |
| <u><i>Paul Berkle</i></u>                                                                                | 02/14,      |
| <b>Paul Berkle- Director Human Resources</b>                                                             | <b>Date</b> |
| <u><i>[Signature]</i></u>                                                                                | 02/18,      |
| <b>Jamie Smith- Associate VP Communications and Government Relations</b>                                 | <b>Date</b> |
| <u><i>Brittany K. Nielsen</i></u><br><small>Brittany K. Nielsen (Feb 18, 2025 11:12 EST)</small>         | 02/18,      |
| <b>Dr. Brittany Nielsen- VP Student Services &amp; Enrollment Management</b>                             | <b>Date</b> |
| <u><i>R. Hale</i></u><br><small>Dr. Ryan Hale (Feb 18, 2025 13:33 EST)</small>                           | 02/18,      |
| <b>Dr. Ryan Hale- VP Institutional Effectiveness</b>                                                     | <b>Date</b> |
| <u><i>[Signature]</i></u>                                                                                | 02/18,      |
| <b>Dr. Patricia Rand- Interim Provost</b>                                                                | <b>Date</b> |
| <u><i>Julie Jakway</i></u><br><small>Julie Jakway (Feb 18, 2025 15:34 EST)</small>                       | 02/18,      |
| <b>Julie Jakway- Senior VP</b>                                                                           | <b>Date</b> |
| <u><i>Tommy Gregory, Jr. 2/19/2025</i></u><br><small>Tommy Gregory, Jr. (Feb 19, 2025 08:47 EST)</small> | 02/20,      |
| <b>Tommy Gregory- President</b>                                                                          | <b>Date</b> |
| <b>Submitted to Board of Trustees</b>                                                                    | <b>Date</b> |

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

