

**MINUTES OF THE OCTOBER 17, 2011, MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

---

The Board of Trustees of St. Petersburg College met on Monday, October 17, 2011, at the St. Petersburg College EpiCenter, 13805 58<sup>th</sup> Street N., Largo, Florida. The following Board members were present: Chairman Terrence E. Brett, Vice Chair Deveron M. Gibbons, Kenneth P. Burke, Robert J. Fine, Jr., and Timothy O. North. Also present were William D. Law, Jr., President of St. Petersburg College and Secretary to the Board of Trustees, and Joseph H. Lang, Board Attorney. Proof of public notice of this meeting is included as part of these minutes. Notices were duly posted.

Invoice/Serial Number  
11-06219

---

GULF COAST  
**BUSINESS REVIEW**

COUNTY OF PINELLAS                      Published Weekly  
Clearwater, Pinellas County, Florida

S.S.

STATE OF FLORIDA

Before the undersigned authority personally appeared Kelly Martin  
who on oath says that he/she is Publisher's Representative of the Gulf Coast Business  
Review, a weekly newspaper published at Clearwater in Pinellas County, Florida;  
that the attached copy of advertisement,

being a Notice of Special Meeting

in the matter of Public Meeting on October 17, 2011 at 8:30 am

in the \_\_\_\_\_ Court, was published in said newspaper in the

issues of September 16, 2011

Affiant further says that the said Gulf Coast Business Review is a newspaper published at Clearwater, Pinellas County, Florida, and that said newspaper has heretofore been continuously published and has been entered as periodicals matter at the Post Office in Clearwater in said Pinellas County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he/she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in said newspaper.

**MINUTES OF THE OCTOBER 17, 2011, MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

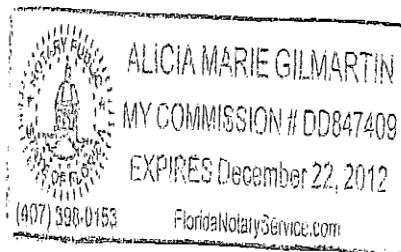
---

Sworn to and subscribed before me this Kelly Martin  
Kelly Martin

16th day of September A.D. 2011,

by Kelly Martin, who is personally known to me.

Alicia Marie Gil Martin  
Notary Public, State of Florida  
(SEAL)



# MINUTES OF THE OCTOBER 17, 2011, MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

---

**11-199.** In accordance with the Administrative Procedure Act, the following Agenda was prepared:

## AGENDA

ST. PETERSBURG COLLEGE BOARD OF TRUSTEES  
MONDAY, OCTOBER 17, 2011

EPICENTER MEETING ROOM (1-453)  
13805 – 58<sup>TH</sup> STREET N.  
LARGO, FLORIDA

**SPECIAL MEETING: 8:30 A.M.**

### I. CALL TO ORDER

- A. Invocation
- B. Pledge of Allegiance

### II. PRELIMINARY MATTERS

- A. Presentation of Retirement Resolutions and Motion for Adoption (*Action*)
  - 1. Dr. Jean Wortock, Dean, College of Nursing
- B. Recognitions/Announcements
  - 1. Introduction of Jackie Skryd, Director of Grant Development

### III. COMMENTS

- A. Board Chair
  - 1. Introduction of new Board Members
- B. Board Members
- C. President

**MINUTES OF THE OCTOBER 17, 2011, MEETING OF THE BOARD OF  
TRUSTEES OF ST. PETERSBURG COLLEGE**

---

**IV. REVIEW AND APPROVAL OF MINUTES** (*Action*)

Board of Trustees' Meeting of September 20, 2011

**V. MONTHLY REPORTS** (*Information*)

- A. Board Attorney – Joseph H. Lang
- B. Acting General Counsel – Suzanne Gardner
- C. Dr. Conferlete Carney, Provost, Tarpon Springs Campus; Dr. James Olliver, Provost, Seminole Campus
- D. Ms. Linda Ruble, Chair; Career Service Employee Council

**VI. OLD BUSINESS (items previously considered but not finalized)** NONE

**VII. NEW BUSINESS**

A. STUDENT SUCCESS AND ACHIEVEMENT (*Information*)

- 1. Community College Survey of Student Engagement (CCSSE) 2011 Findings

B. BIDS, EXPENDITURES AND CONTRACTS (through Purchasing)

- 1. Quarterly Informational Report of Exempt and Non-Exempt Purchases  
(*Information*)

C. OTHER EXPENDITURES AND CONTRACTS - NONE

D. GRANTS/RESTRICTED FUNDS CONTRACTS (*Action*)

- 1. Application/Acceptance
  - a. The Able Trust, Florida Endowment Foundation for Vocational Rehabilitation – SPC's Internship Program
  - b. National Science Foundation – National Medical Device Advanced Technical Education Center
  - c. U.S. Department of Defense, Department of Navy, Space and Naval Warfare Systems Command – Area Security Operations Command and Control/Integrated Command and Control Alerting Tool Suite Initiative

- 2. Amendment(s) - NONE

E. CAPITAL OUTLAY, MAINTENANCE, RENOVATION, AND CONSTRUCTION

## MINUTES OF THE OCTOBER 17, 2011, MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

---

1. Quarterly Informational Report of Construction Contract Approvals Not Exceeding \$325,000 (*Information*)
2. Quarterly Selection of Pre-Qualified Small Contractors, Revision #21 (*Action*)
3. Board Acceptance of Project #1707-B-11-15, Remodel and Build-out of Lab & Classrooms 3<sup>rd</sup> & 4<sup>th</sup> Floors, Downtown Center (*Action*)

### F. AGENCY BILLINGS - NONE

### G. ADMINISTRATIVE

1. Human Resources
  - a. Personnel Report (*Action*)
2. Financial Report and Update (*Information*)
3. Other
  - a. Bookstore Management Services Consulting (*Information*)
  - b. Property Returned to Vendor or Grantor (*Information*)
  - c. Student Tuition and Fees Report (*Action*)

### H. PROPOSED CHANGES TO BOT RULES MANUAL – Public Hearing (*Action*)

- Rule 6Hx23-1.021 Adoption of Chapter 6A-14 Florida Administrative Code
- Rule 6Hx23-1.04 Meetings of the District Board of Trustees
- Rule 6Hx23-1.041 Board Members' Participation by Telephone in Special and Regular Meetings of the Board of Trustees
- Rule 6Hx23-1.08 Description of Organization
- Rule 6Hx23-1.101 Indexing, Management and Availability of Final Orders
- Rule 6Hx23-1.11 Requirements for Rulemaking
- Rule 6Hx23-1.12 Approved Forms
- Rule 6Hx23-1.14 Advertising
- Rule 6Hx23-1.17 Collection of Money from Students
- Rule 6Hx23-1.18 Student and Staff Contact
- Rule 6Hx23-1.21 College Facilities
- Rule 6Hx23-1.31 Accreditation
- Rule 6Hx23-1.32 Specialized Accreditation
- Rule 6Hx23-1.33 Direct Support Organizations
- Rule 6Hx23-1.34 Discrimination Grievance

# MINUTES OF THE OCTOBER 17, 2011, MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

---

- Rule 6Hx23-1.35 Copyright and Patent
- Rule 6Hx23-4.15 Academic Average and Repeated Courses

## I. CURRICULUM

1. Credit Curriculum (*Action*)
2. Non-Credit Curriculum (*Action*)

## J. Audits and Other Statutory Requirements of Direct Support Organizations, April 2010, through March 31, 2011 (*Action*)

1. Foundation
2. Alumni
3. Leepa Rattner Museum of Art (LRMA)

## VIII. PRESIDENT'S REPORT

- A. Graduation Planning

## IX. FUTURE AGENDA ITEMS

### X. NEXT MEETING DATE AND SITE

November 15, 2011, St. Petersburg College EpiCenter

## XI. ADJOURNMENT OF REGULAR MEETING/CONVENE MEETING OF COLLEGIATE HIGH SCHOOL GOVERNING BOARD

- A. Agenda
- B. Principal's Report
- C. Budget
- D. Parent Liaison
- E. Audit

If any person wishes to appeal a decision made with respect to any matter considered by the Board at its meeting of October 17, 2011, he or she will need a record of the proceedings. It is the obligation of such person to ensure a verbatim record of the proceedings is made, §286.0105, Florida Statutes.

Items summarized on the Agenda may not contain full information regarding the matter being considered. Further information regarding these items may be obtained by calling the Board Clerk at (727) 341-3241.

Date Advertised: September 16, 2011

Confirmation of Publication <http://www.spcollege.edu/pages/bot.aspx?id=2147484177>

## **MINUTES OF THE OCTOBER 17, 2011, MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

---

**11-200.** Under Item I, Call to Order, the meeting was convened by Chairman Brett at 8:30 a.m. The invocation was given by Mr. Burke and was immediately followed by the Pledge of Allegiance.

**11-201.** Under Item II-A, Preliminary Matters, Dr. Law recommended adoption of a retirement resolution for Dr. Jean Wortock. Dr. Wortock was in attendance and, joined by colleagues, received her resolution as presented by Chairman Brett and President Law. Mr. Burke moved to adopt the resolution. Mr. Gibbons seconded the motion. Motion carried unanimously.

**11-202.** Under Item II-B, Recognitions/Announcements, Dr. Law called upon Dr. Anne Cooper, Senior Vice President, Academic and Student Affairs, who introduced Ms. Jackie Skryd, SPC's new Director of Grant Development.

**11-203.** Under Item III, Comments, opportunity was given for comments from the Board Chair, Board Members and the President.

Chairman Brett welcomed and introduced new Board members, Captain Robert J. Fine, Jr., and Mr. Timothy O. North, who were appointed by the Governor to serve as of Sept. 23, 2011.

Mr. Burke reported on the recent ACCT Annual Trustees Congress in Dallas, Texas, noting that SPC's baccalaureate program was highlighted in a presentation by Santa Fe College. Mr. Burke also commented that the intangible aspects of the Congress, such as opportunities to network and give input in social settings, were of tremendous benefit to the College. Noting the theme of the conference, Making Evidence-based Decisions, Mr. Burke commented that SPC is ahead of the curve and that data being compiled from following the student cohort is allowing the trustees to make the best possible decisions. Finally, Mr. Burke noted that SPC was again highlighted when former instructor Steve Meier was presented with the ACCT 2011 Southern Regional Faculty Member Award.

Mr. Gibbons welcomed Ms. Skryd and new SPC Board members. He then requested that the Board consider a quarterly trustee evaluation process to review the criteria by which the Board makes decisions to determine if decisions made are in the best interest of the faculty and students. Mr. Brett stated that Dr. Law is currently working on this and a Board workshop is scheduled for Dec. 13. Finally, Mr. Gibbons expressed appreciation for the excellent progress on the development of the Midtown Campus.

Dr. Law reported to the Board that Mr. Randy Hanna has been selected as the new Chancellor of the Florida College System. He noted Mr. Hanna has a strong background in education, serving as trustee at Florida A&M University, University of West Florida, Tallahassee Community College and the former State Board of Community Colleges. Dr. Law stated he is hopeful that Mr. Hanna will be able to attend the November Board meeting.

Dr. Law thanked staff who developed the orientation booklet for new trustees. He then distributed to trustees a program schedule for the Oct. 25 All College Day at the Clearwater

## **MINUTES OF THE OCTOBER 17, 2011, MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

---

Campus and encouraged them to attend. He also distributed an informational booklet on the recent recognition of SPC faculty emeriti at Fall Faculty. Mr. Gibbons informed the Board that Mrs. Al Downing, who accepted an award for her late husband at the event, had just passed away.

**11-204.** Under Item IV, Review and Approval of Minutes, the minutes of the Sept. 20, 2011, meeting of the Board of Trustees of St. Petersburg College were presented by the chairman for approval. Mr. Gibbons moved approval of the minutes. Mr. Burke seconded the motion. Motion carried unanimously.

**11-205.** Under Item V, Monthly Reports, Chairman Brett called for reports from the following: Mr. Joseph Lang, Board Attorney; Ms. Suzanne Gardner, Acting General Counsel; Dr. Conferlete Carney, Provost, Tarpon Springs Campus; Dr. James Olliver, Provost, Seminole Campus; and Ms. Linda Ruble, Chairperson, Career Service Employees Council.

Mr. Lang reported that he will attend the Florida College Association Foundation Board Meeting on Nov. 17.

Ms. Gardner had no report.

Dr. Carney's report gave opening-day statistics at the Tarpon Springs Campus and highlighted new-student services, with emphasis on learning beyond the classroom. Mr. Burke asked about the relationship between The Leepa-Rattner Museum of Art and the Provost. Dr. Carney replied that LRMA personnel report to him.

Dr. Olliver reported on partnerships that exist between the Seminole Campus and Pinellas County Schools, Pinellas County, Southwest Florida Water Management District (SWFWMD), and the City of Seminole. Chairman Brett inquired as to the status of the Green Home. Dr. Olliver replied that Ms. Susan Reiter, Vice President, Facilities Planning and Institutional Services, is working with her staff to make the transition from Pinellas County and a full report to the Board will be forthcoming. Chairman Brett further inquired as to a completion date for the project. Dr. Olliver indicated it would take approximately two years for the project to be completed.

Dr. Law introduced Ms. Linda Ruble, who gave an overview of the new Career Service Employee Council and statistics regarding career service employees. Mr. Burke asked about the classification of advisors as career staff and the difference in duties between a counselor and an advisor. Dr. Law replied that he had not noticed any problems with the classification but added the College is in the middle of a comprehensive review of all career service positions and that a full report should be available in the next two months. Dr. Law noted that a counselor requires a professional or faculty title. Advisors work directly with students. Counselors are involved in program development and evaluation.

**11-206.** Under Item VII-A, Student Success and Achievement, Dr. Law gave background regarding the Community College Survey of Student Engagement (CCSSE) and its



## **MINUTES OF THE OCTOBER 17, 2011, MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

---

impact on student services. He then called upon Dr. Anne Cooper, who presented the CCSSE 2011 Findings. The Chair entertained questions from the Board.

Mr. Burke inquired as to the number of colleges in the cohort, to which Dr. Cooper replied there are 76 large colleges. Individual colleges are being selected on the basis of size. Mr. Burke said he would like to see a report of Florida colleges only. He expressed concern about students who register late, indicating this often leads to failure, and requested follow up in this area. Dr. Law noted that our percentage of late registrations is relatively low compared to other colleges that often report statistics as high as 50 to 60 percent. Also, he said, the changes made in Financial Aid and mandatory orientation will help significantly. Dr. Law stated there is a meeting planned with the deans to address this. There was discussion regarding targeted remediation and the need to move students through the system more quickly, focusing on students' specific needs. It was suggested that remediation begin during the summer; Dr. Law responded that this is a goal of the college. Mr. Gibbons inquired as to whether students are scheduled to meet with an advisor prior to beginning classes. Dr. Cooper replied that it is currently not a requirement but the need is recognized and the subject is under consideration. It was noted that financial aid is tied to the number of courses students take. In light of the governor's remarks regarding outcome-based funding, Mr. Burke stressed the importance of identifying students' goals prior to the start of classes and helping them create a learning plan to meet those goals. Mr. Fine inquired as to the percentage of students receiving financial aid and requested the national average as well. Dr. Law replied that approximately two-thirds of SPC students receive financial aid and that the national statistic would be researched and provided to Mr. Fine. Mr. North inquired as to whether 77 percent of students leaving the college use SPC as a stepping stone to access other institutions. Dr. Law indicated that the College has a strong relationship with USF and that many students transfer because of the larger number of opportunities and classes available. Dr. Law summarized by stating that the CCSSE Report provides excellent data that allows the College to identify and focus on the areas needing attention. He suggested that during the December workshop and budget planning, in the spring, areas needing action will emerge as strategic goals and budget priorities. Dr. Law confirmed that the Dec.13 workshop is on the day of, and in place of, the regularly-scheduled meeting.

**11-207.** Under Item VII-B.1, Quarterly Informational Report of Exempt and Non-Exempt Purchases, the Board received the report as information only.

**11-208.** Chairman Brett entertained a motion to approve **Items VII-D through VII-G.** Mr. Burke moved approval of the items. Mr. North seconded the motion. The Chair entertained questions from the Board.

Under Item VII-D.1a, Chairman Brett requested information about the Able Trust. Dr. Law explained that the College was invited to submit a proposal for this significant Florida foundation. The Trust provides services to students with disabilities. These services include counseling students regarding their goals and establishing learning plans. Mr. Burke asked how

## MINUTES OF THE OCTOBER 17, 2011, MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

---

student success would be measured. Dr. Law replied that while the Trust requires a minimum of a 30 percent success rate, he anticipates a higher percentage of success.

Under Item VII-E-3, Chairman Brett called for comments from Ms. Susan Reiter, who said the Downtown Center project was completed over the summer and has been presented to the Board for acceptance.

**11-209.** Under Item VII-G.2, **Financial Report and Update**, the president called upon Dr. Doug Duncan, Senior Vice President of Administrative/Business Services & Information Technology, to present the current budget status. Dr. Duncan explained the trending model for tracking budget progress and indicated the College is in sound financial status as of the close of first quarter. He noted that expenses have increased year-to-date due to pay increases, more funding for student support and early preparation for Fall Term. The Board received the report as information only.

**11-210.** Under Item VII-G.3a, Dr. Law provided background on the College's relationship with Follett Books and the difficulties involving contracts and personnel. He noted there are only a few vendors large enough to bid for our contract and that a change would require significant research. He further noted the focus should be on what is best for the students and that he would bring a recommendation to the Board in the spring. Chairman Brett noted that the Follett issue is a topic of discussion in the community and a significant reason students are not attending college.

Chairman Brett called for a vote on Items VII-D through VII-G. Motion carried unanimously.

**11-211.** Under Item VII-H, a rulemaking hearing was conducted for the purpose of amending and/or adopting changes to the Board of Trustees Rules and Procedures Manual. Proof of public notice of this meeting is included as a part of these minutes. Internal notice was published in the **Blue and White** and campus notices were duly posted. Mr. Burke moved approval of Item VII-H. Mr. Gibbons seconded the motion. The chairman requested comments from the Board and the public. Dr. Law explained that the College is in the process of reviewing all rules and procedures, and, where possible, will move rules to procedures to clarify and streamline our approval process. He stated the College is following all state statutes. Attorney Joe Lang affirmed that there are many rules that are procedural in nature as opposed to policy-making rules covered in state statutes. Mr. Burke expressed concern regarding Rule 6Hx23-1.31, Accreditation, and requested language be added indicating the Board would be advised on all accreditation matters. The General Counsel's Office was asked to develop language as requested by the Board. Dr. Law indicated there would be a two-month rule-making process. Mr. Burke amended the prior motion of approval for VII-H to exclude Rule 6Hx23-1.31 Mr. Gibbons seconded the motion. Motion carried unanimously.

**MINUTES OF THE OCTOBER 17, 2011, MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

Invoice/Serial Number  
11-05649

**GULF COAST  
BUSINESS REVIEW**

COUNTY OF PINELLAS Published Weekly  
Clearwater, Pinellas County, Florida

S.S.  
STATE OF FLORIDA

Before the undersigned authority personally appeared Kelly Martin who on oath says that he/she is Publisher's Representative of the Gulf Coast Business Review, a weekly newspaper published at Clearwater in Pinellas County, Florida; that the attached copy of advertisement,

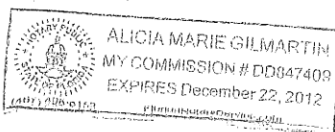
being a Notice of Development of Proposed Rules  
in the matter of Changes, additions and/or deletions to rules as recommended

in the \_\_\_\_\_ Court, was published in said newspaper in the  
issues of August 26, 2011

Affiant further says that the said Gulf Coast Business Review is a newspaper published at Clearwater, Pinellas County, Florida, and that said newspaper has heretofore been continuously published and has been entered as periodicals matter at the Post Office in Clearwater in said Pinellas County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he/she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in said newspaper.

Sworn to and subscribed before me this Kelly Martin  
26th day of August A.D. 2011,

by Kelly Martin, who is personally known to me.  
Alicia Marie Gilmartin  
Notary Public, State of Florida  
(SEAL)



## **MINUTES OF THE OCTOBER 17, 2011, MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

---

**11-212.** Under Item VII-I, Curriculum, Mr. Gibbons moved to approve. Mr. Fine seconded the motion. Motion carried unanimously.

**11-213.** Under Item VII-J, Audits and Other Statutory Requirements of Direct Support Organizations (DSO), April 2010, through March 31, 2011, Dr. Law introduced Ms. Frances Neu, Vice President, Institutional Advancement & Executive Director, Foundation, and reported that the annual audit was clean with no findings. Mr. Burke requested clarification of publicly traded securities. Ms. Neu called on Ms. Theresa Furnas, who said she would research the matter and report back to the Board.

With regard to the audit for The Leepa-Rattner Museum of Art, Mr. Burke noted the directive for LRMA several years ago was a \$2.5 to \$3 million endowment. To date, the total is approximately \$200,000. He further noted that ticket revenue has dropped by approximately 50 percent. Mr. Burke suggested it might be time to look at the game plan and whether or not it is viable for the future. Dr. Law stated a review had been conducted in June and we have since transitioned to a new director who is working to advance the Museum. Chairman Brett said he would like to review the LRMA plan and noted he recently visited the Museum. He was impressed with the energy and attendance and feels it is an amazing institution.

The President called for approval of the receipt of the DSO audits and other statutory requirements, and authorized the submission of said documents. Mr. Burke moved approval. Mr. Gibbons seconded the motion. Motion carried unanimously.

**11-214.** Under Item VIII, President's Report, Dr. Law updated the Board on planning for the spring graduation ceremony, specifically the venue. He explained that Tropicana Field, which has worked well for the College in the past, was unable to commit to our preferred dates, and reserved the right to a 60-day change notice. Other venues have been researched but do not meet our needs as well as Tropicana Field. The only time slot available, Tuesday, May 8, 10 a.m., was reserved. Mr. Burke suggested the scheduled time would make it difficult for families to attend and asked if an evening ceremony had been considered. Dr. Tonjua Williams, Vice President, Academic and Student Affairs, said she had spoken with student government leaders and offered an evening ceremony but they preferred a morning ceremony and believed there was sufficient time to advise family friends.

Dr. Law distributed to the Board the 2012 Faculty Position Summary representing new or replacement faculty for 2012/2013. He commended Dr. Cooper and Dr. Duncan for their efforts on this project. Dr. Law stressed the importance of having the right faculty in place, with a coverage target of 60 percent full-time and 40% adjuncts. He stated the increased costs to execute this plan were budgeted. The Board expressed no concerns.

**11-215.** Under Item X, Next Meeting Date and Site, Chairman Brett confirmed the next meeting date and site as Tuesday, Nov.15, 2011, St. Petersburg College EpiCenter.

**MINUTES OF THE OCTOBER 17, 2011, MEETING OF THE BOARD OF  
TRUSTEES OF ST. PETERSBURG COLLEGE**

---

**11-216.** Having no further business to come before the Board, Chairman Brett adjourned the meeting at 10:42 a.m. and called to order the annual meeting of the trustees sitting as the St. Petersburg Collegiate High School (SPCHS) Governing Board.

The following Agenda was prepared:



**St. Petersburg Collegiate High School**

**A Charter School at St. Petersburg College**

Governing Board Meeting  
EpiCenter Meeting Room (I-453)  
October 17, 2011

---

**Agenda**

1. Highlights and Goals
2. Proposed Budget (submitted for approval)
3. Parent Liaison (submitted for approval)
4. Principal's Report
5. Audit (submitted for review)

**11-217.** Under Item XI, Meeting of the Collegiate High School Governing Board, Chairman Brett called upon SPCHS Principal Starla Metz, who was joined by Dr. Ian Call, Curriculum Specialist, to present the agenda items to the Board. They provided a presentation on SPCHS Highlights and Goals. Ms. Metz reported that a collegiate high school student was selected as the Apollo Award winner and noted this was the first time a high school student has

**MINUTES OF THE OCTOBER 17, 2011, MEETING OF THE BOARD OF  
TRUSTEES OF ST. PETERSBURG COLLEGE**

---

won the award. Ms. Metz distributed to the Board a letter from the Florida Department of Education indicating that SPCHS has met the criteria for high-performing charter school status.

**Under Item XI-C, Budget,** Ms. Metz presented the SPCHS 2011-2012 proposed budget for Board approval. She noted that, for the first time, funding from the state and county has been cut, requiring use of the school's reserves. Furthermore, there are more students qualifying for free lunches and bus passes. Chairman Brett called for a motion to approve the SPCHS 2011-2012 budget. Mr. Burke moved approval. Mr. Gibbons seconded the motion. Motion carried unanimously.

**11-218.** **Under Item XI-D,** Ms. Metz reported to the Board that Florida statute requires that SPCHS appoint a representative to serve as a liaison between the school and parents to facilitate communication. Ms. Metz recommended that Mr. Ian Call be appointed to this position. Mr. Gibbons recommended that a parent be appointed co-liaison with Mr. Call. Chairman Brett called for a motion to accept the recommendation. Mr. Burke moved approval. Mr. North seconded the motion. Motion carried unanimously.

**11-219.** **Under Item XI-E,** Ms. Metz presented the SPCHS audit results for June 30, 2011 and 2010, noting there were no findings. The Board accepted the audit for information only. Chairman Brett thanked Ms. Metz and Mr. Call for the excellent report.

**11-220.** Having no further business to come before the SPCHS Governing Board, Chairman Brett adjourned the meeting at 11:15 a.m.

---

**William D. Law, Jr.**

**Secretary, Board of Trustees**  
St. Petersburg College  
FLORIDA

---

**Terrence E. Brett**

**Chairman, Board of Trustees**  
St. Petersburg College  
FLORIDA