

MINUTES OF THE AUGUST 16, 2022, MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

The Board of Trustees of St. Petersburg College met on Tuesday, August 16, 2022 at the St. Petersburg College EpiCenter, 1-453, 13805 58th Street N., Clearwater, Florida. The following Board members were present: Chair Thomas Kidwell, Vice Chair Jason Butts, Katie Cole, Deveron Gibbons and Nathan Stonecipher. Also present was Tonjua Williams, President of St. Petersburg College and Secretary to the Board of Trustees. Proof of public notice of this meeting is included as part of these minutes. Notices were duly posted.

NOTICE OF MEETING BOARD OF TRUSTEES, ST. PETERSBURG COLLEGE

The Board of Trustees of St. Petersburg College will hold a public meeting to which all persons are invited, commencing at 9:00 a.m. on Tuesday, August 16, 2022 at the St. Petersburg College EpiCenter, 1-453, 13805 58th Street N., Clearwater, Florida. The meeting will be held for the purpose of considering routine business of the College; however, there are no rules being presented for adoption or amendment at this meeting.

A copy of the agenda may be obtained within seven (7) days of the meeting on the [SPC Board of Trustees website](#) at www.spcollege.edu, or by calling the Board Clerk at (727) 341-3241.

Members of the public are given the opportunity to provide public comment at meetings of the Board of Trustees concerning matters and propositions on the agenda for discussion and Board action. At the Board meeting, in advance of the time for public comment on the agenda, individuals desiring to speak shall submit a registration card to the Board Clerk, Ms. Rebecca Turner, at the staff table. Policy and procedures regarding public comment can be found on the [SPC Board of Trustees website](#) at www.spcollege.edu

If any person wishes to appeal a decision made with respect to any matter considered by the Board, he or she will need a record of the proceedings. It is the obligation of such person to ensure that a verbatim record of the proceedings is made. Section 286.0105, Florida Statutes.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the agency five business days before the meeting by contacting the Board Clerk at 727-341-3241. If you are planning to attend the meeting and are hearing impaired, please contact the agency five business days before the meeting by calling 727-791-2422 (V/TTY) or 727-474-1907 (VP).

22-067. In accordance with the Administrative Procedure Act, the following Agenda was prepared:

AGENDA

**ST. PETERSBURG COLLEGE BOARD OF TRUSTEES
AUGUST 16, 2022**

St. Petersburg College EpiCenter
13805 58th Street N
Clearwater, FL

ANNUAL ORGANIZATIONAL MEETING: 9:00 A.M.

I. CALL TO ORDER

- A. Invocation
- B. Pledge of Allegiance

II. RECOGNITIONS

A. SPC Spotlights

B. Annual Organizational Meeting

- 1. Election of Chairperson
- 2. Election of Vice Chairperson
- 3. Selection of Day for Regular Monthly Board Meetings
- 4. Selection of Time for Regular Monthly Board Meetings
- 5. Designation of Location for Special Board Meetings Held at Locations Other than the EpiCenter

C. Appointment of Board Members to Direct Support Organization Boards:
SPC Foundation, Inc; Institute for Strategic Policy Solutions/ Assignments to
(Non-DSO's) Leepa-Rattner Museum of Art and Palladium Theater St. Petersburg
College (*Action*)

III. COMMENTS

- A. Board Chair
- B. Board Members
- C. President
- D. Public Comment pursuant to §286.0105 FS

IV. REVIEW AND APPROVAL OF MINUTES

Board of Trustees' Meeting of June 21, 2022 (*Action*)

V. MONTHLY REPORTS

- A. General Counsel

VI. STRATEGIC FOCUS

- A. STUDENT SUCCESS AND ACADEMIC ACHIEVEMENT

MINUTES OF THE AUGUST 16, 2022, MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

1. International Programs – Mr. Frank Jurkovic, Director, International Programs
(*Presentation*)
2. Workforce at SPC – Dr. Jackie Skryd, Vice President Workforce Development and Corporate Partnerships (*Presentation*)

B. ADMINISTRATIVE MATTERS

1. Medical Healthcare Benefits Contribution Strategy for 2022-23 – Mr. Darryl Wright - Greene, Chief Human Resource and Talent Officer (*Presentation/Action*)

VII. CONSENT AGENDA

A. OLD BUSINESS (items previously considered but not finalized) - None

B. NEW BUSINESS

1. ADMINISTRATIVE MATTERS

- a. Human Resources
 - i. Personnel Report (*Action*)

2. GRANTS/RESTRICTED FUNDS CONTRACTS

- a. US Department of Justice, Victims of Crime Act (VOCA) (*Action*)
- b. Florida Department of education Entrepreneurship Education and Training (EET) (*Action*)
- c. Florida Education Fund - Center of Excellence Program (*Action*)
- d. Florida Department of Education – Open Door Grant Program (*Action*)

3. BIDS, EXPENDITURES, CONTRACTS OVER \$325,000

- a. HEERF Funding; Ad Astra (*Action*)

4. CAPITAL OUTLAY, MAINTENANCE, RENOVATION, AND CONSTRUCTION

- a. Construction Documents (Phase III) and Guaranteed Maximum Price (GMP), Project Number 1707-B-22-15, Convert Bookstore to Conference Room, Downtown (*Action*)
- b. Construction Documents (Phase III) and Guaranteed Maximum Price (GMP), Project Number 1707-Q-22-15, Emergency Generator Convert to Gas, Downtown (*Action*)
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5. Other

- a. Walter L. Schafer, MD & Vivian B. Schafer, RN College of Nursing Baccalaureate Degrees Program Funding Use for AY23 (*Action*)
- b. Credit Curriculum Changes (*Action*)
- c. Tutor.com, Inc. – Online Tutoring Services Agreement (*Action*)
- d. Naming of Downtown 3rd Floor Conference Room (*Action*)
- e. Doughco LLC - Lease Agreement (*Action*)
- f. Workforce Corporate Partnership Course Offerings (*Action*)

VIII. INFORMATIONAL REPORTS

A. Direct Support Organization

1. Institute for Strategic Policy and Solutions (*Information*)
2. St. Petersburg College Foundation (*Information*)

B. Palladium at St Petersburg College (*Informational*)

C. Leepa Rattner Museum of Art (*Informational*)

D. Quarterly Informational Report of Dell Financial Services (*Informational*)

E. Quarterly Informational Report of Contract Items (*Informational*)

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

G. Fiscal Year End 2021-2022 College General Operating Budget Report with Tuition Revenue (*Informational*)

IX. PROPOSED CHANGES TO BOT RULES MANUAL – Public Hearing –

- 6Hx23-1.04 Meetings of the Board of Trustees (*Action*)
- 6Hx23-2.13 Nepotism (*Action*)
- 6Hx23-4.57 Requirements of the Medical Laboratory Technology (MLT) Program (*Action*)

X. PRESIDENT’S REPORT

XI. NEXT MEETING DATE AND SITE

September 20, 2022 St. Petersburg Gibbs Campus

XII. ADJOURNMENT

*ST. PETERSBURG COLLEGIATE HIGH SCHOOL GOVERNING BOARD MEETING
TO IMMEDIATELY FOLLOW – Presenter: Ms. Catherine Kennedys, AVP, Academic Affairs
and
Partnerships (see separate agenda)*

MINUTES OF THE AUGUST 16, 2022, MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

The purpose of the meeting is to ask the governing board to approve the 2022-23 Reading Plan and the 2022-23 School Safety Plans so it can be submitted to the Pinellas County School District.

If any person wishes to appeal a decision made with respect to any matter considered by the Board at its meeting August 16, 2022, 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: July 15, 2022

***No packet enclosure**

22-068. Under Item I, Call to Order

The meeting was convened by Chair Kidwell at 9:00 a.m. The invocation was given by Trustee Stonecipher and was immediately followed by the Pledge of Allegiance.

22-069. Under Item II – Recognitions

A. SPC Spotlights

Dr. Williams gave the following spotlights updates:

- Congratulations to the SPC staff and faculty for preparing students to return including the Welcome Titans event that several trustees attended
- Collegiate High School STEM based began last week with a large number of minority students and from all walks of life
- 4th year for Tarpon Springs Collegiate High School, A rated school
- 19th year for St. Pete Gibbs Collegiate High School, A rated school
- SPC nominated for Best of the Bay in several categories
- College of Education named one of 89 equitable and excellent teacher of color preparation institutions in new NCTQ report
- College of Nursing named Best Nursing College in Tampa Bay Times People's Choice Awards
- Accreditation commission approved changes for concept-based nursing curriculum
- Titan alum and first generation Asian American 21-year-old student first student at USF to graduate from Pinellas Access to Higher Education (PATH) program
- George Dollar, professor, recognized for his work in teaching technology for people with disabilities by Hillsborough Joint Alliance for Citizens with Disabilities

- On September 12, SPC turns 95 years old; a celebration will conclude with 24-hour day of giving

22-070. Under Item II – B Annual Organizational Meeting

1. Election of Chairperson
2. Election of Vice Chairperson
3. Selection of Day for Regular Monthly Board Meetings
4. Selection of Time for Regular Monthly Board Meetings
5. Designation of Location for Special Board Meetings Held at Locations Other than the EpiCenter

Chair Kidwell shared that in accordance with State legislative requirements, a new Chair and Vice Chair must be identified for the coming academic year. Mr. Stonecipher nominated Chair Kidwell for the position of Chair of the St. Petersburg College Board of Trustees. Ms. Cole seconded the motion and the motion passed unanimously.

Chair Kidwell opened the floor for nominations for Vice Chair. Mr. Gibbons nominated Mr. Butts for the position of Vice Chair. Mr. Stonecipher seconded the motion and the motion passed unanimously.

Chair Kidwell announced that the schedule for fiscal year 2022-2023 is as follows: The third Tuesday of each month beginning 9:00 a.m. at SPC's EpiCenter, room 1-453, or wherever the schedule dictates. Mr. Gibbons moved approval of the schedule. Mr. Stonecipher seconded the motion. The motion passed unanimously.

22-071. Under Item II – C Appointment of Board Members to Direct Support Organization Boards and Non-DSO Appointments

Chair Kidwell reviewed the trustees named to direct support organizations:

- SPC Foundation: Mr. Stonecipher
- ISPS: Mr. Gibbons
- Palladium: Ms. Cole
- Leepa-Rattner: Mr. Butts

Ms. Cole moved approval of the roles. Mr. Gibbons seconded the motion. The motion passed unanimously.

22-072. Under Item III, Comments

Opportunity was given for comments from the Board Chair, Board Members, the President and the public.

A. Board chair

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Chair Kidwell reiterated how impressive the Welcome Titans event was.

B. Board members

Mr. Stonecipher noted that at the last meeting, the board failed to extend Dr. Williams' contract another year for total of three years moving forward. He moved to extend the contract an additional year. Ms. Cole seconded the motion. The motion passed unanimously.

Mr. Stonecipher continued with thanking all faculty and staff who made it Welcome Titans a great event.

Mr. Gibbons shared his desire for a focus on keeping faculty.

C. President

Dr. Williams shared her pride in the team's work to get students started strong, and noted an upward trajectory in student numbers, at 96% to goal, closing the gap in budgeting plans for enrollment. She noted her concern about African-American students and success rates and that SPC will focus strongly on that segment of its student population. She shared the success of the American Association of Community Colleges meeting, along with Tesla's and Coke's move into St. Petersburg.

D. Public comments

None.

22-073. Under Item IV, Review and Approval of Minutes

The minutes of the June 21, 2022 Meeting of the Board of Trustees of St. Petersburg College were presented by the chair for approval. Mr. Gibbons moved approval of the minutes as submitted. Ms. Cole seconded the motion. The motion passed unanimously.

22-074. Under Item V, Monthly Reports

None.

22-075. Under Item VI – A, Strategic Focus and Planning

Under Strategic Focus

A. STUDENT SUCCESS AND ACADEMIC ACHIEVEMENT

1. International Programs – Mr. Frank Jurkovic, Director, International Programs (Presentation)

Prior to Mr. Jurkovic's presentation, Dr. Williams explained that the board has asked for them to bring more student facing initiatives to light and this presentation is one of those desired.

Mr. Jurkovic provided the following review:

- The purpose of International Programs and who the students are
- Enrollment: Fall 2022: 160, Fall 2021: 151, Fall 2020: 134. 58 countries represented. One-third of community college students are denied visas.
- Scholarships
- Study abroad programs: 70 students in five programs in 2021-2022. A Pasco-Hernando State College connection. 11 programs planned for 2022-2023.
- International activities and a strong relationship with Northern Ireland and China
- Future focus including integrating more virtual reality equipment, connecting with more institutions outside the U.S., providing a variety of study abroad opportunities each year, increasing enrollment in Costa Rica Spanish Language abroad program
- Future focus on international student population

Mr. Jurkovic thanked the entire College family.

Mr. Gibbons thanked him for presentation and asked how SPC's program was differentiating itself, if SPC got any new agreements during the pandemic, and if the College is working to create academic programs that can go on the student's resumes, noting that SPC must be known for something and sharing a tale about a college from Minnesota created a Nelson Mandela nursing program in South Africa, and now its students are immediately being hired across the world because they studied pandemic nursing and how to deal with issues.

Mr. Jurkovic replied that there are some agreements with North Ireland and they are working with the Human Services Office; had a multi-day panel discussion from across the world with CEOs to front line nurses where students presented their topics to the North Ireland students and vice versa.

Mr. Gibbons inquired about a certificate that goes with it, noting SPC's need to ensure there's something for the students' resumes to differentiate the College from Pasco Hernando and HCC and that international studies is a great way to differentiate.

Ms. Cole asked about the Costa Rica program and others and the eligibility for high school students to do dual enrollment or early college and have opportunities for international travel. Mr. Jurkovic replied Yes.

Ms. Cole noted that speaks to recruitment; SPC's U.N. program is so successful.

Mr. Jurkovic added that each year, the program gets a good number of high schoolers.

Dr. Williams added that SPC should take this opportunity to further strengthen its impact to help students use those experiences for a job and also use international travel as a carrot to come to SPC, and that SPC will review if the international programs are highlighted in the marketing strategies.

2. Workforce at SPC – Dr. Jackie Skryd, Vice President Workforce Development and Corporate Partnerships (*Presentation*)

MINUTES OF THE AUGUST 16, 2022, MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

Dr. Skyrd shared outcomes over the year for the division and future plans:

- Reviewed its vision and mission
- Enrollment 2021-2022: 947 total short-term training enrollment, up 14%; 144 total apprenticeships (new one starting solar technician); 3,109 total internships down from 3,393 last year
- Students by ethnic group: 49.93% white, 18.69% black/African-American, 13.48% Hispanic/Latino, 9.88% not specified, 6.41% Asian
- Financially, the division is closing the gap on revenues and expenses to get to the black, currently \$3,000 away from breakeven point
- Collaborative Labs grew by 56% over last year
- Increased workforce-based grant funding, managing over \$16 million in grants, up from \$9 million last year
- Regarding partnerships, there are 148 new company connections, a new service structure that created positions for new individuals dedicated to serving businesses (business relationship specialists), 20% increase in corporate interest. The Bank of America grant funded two business relationship specialists and a project manager. The collective impact model for creating and delivering new programs and getting residents into the educational pipeline worked with line worker program, St. Pete Works, and is expanding.
- What's next:
 - Job placement and tracking system
 - Unified service structure
 - New program growth
 - Expanded articulations
 - Redesigned financial model
 - Strengthen industry partnerships

She thanked Dean Berry for her leadership, and all team members.

Mr. Gibbons thanked Dean Berry for her good work.

Mr. Stonecipher congratulated the team, noting that goal #1 was being self-sufficient for this program, and it's getting there.

Ms. Cole said she loves seeing not just the closing gap and getting into the black, and intentional program growth, but gets calls regularly about Collaborative Labs from people wanting to be connected with the right person to talk to them. She is excited to see the partnerships and SPC in the press in the community with the line worker program.

B. ADMINISTRATIVE MATTERS

1. Medical Healthcare Benefits Contribution Strategy for 2022-23 – Mr. Darryl Wright-Greene, Chief Human Resource and Talent Officer (*Presentation/Action*)

Mr. Wright-Greene shared the following update, noting that the board gave him a directive to build a more sustainable model and create equity across employee benefit platform:

- SPC joined the consortium in 2021. Started phased process of salary band structure. Were at 9, went to 3.
- Current medical contribution strategy: reviewed past. Created 2 part ask:
 1. Move from 3 salary bands to one with 75/25 split
 2. Move to a defined contribution strategic to create a more sustainable contribution model, establish equity, improve participants' understanding of medical contributions, easier to forecast the annual employer cost
- Shared proposed 2023 medical contribution strategy. Added Bronze PPO plan.
- Reviewed 2024 defined contribution: asking to go to the set amount, an employee only plan, 100% of bronze plan.
- Next steps:
 - Open enrollment coming soon
 - Establish communication channel to educate employees about 2024 changes
 - Leverage employee word of mouth

Mr. Stonecipher noted that as SPC develops this plan, the most important piece is ensuring everyone understands the bigger picture of the next two years, trying to build consistency in the model for years to come, to avoid unexpected changes or swings, helping build the College's financial plan.

Mr. Kidwell shared his appreciation for the thoughtful work.

Mr. Gibbons noted he is confident SPC is moving in the right direction. Everyone needs healthcare. The College must get this right.

Ms. Cole asked if, because of the reduction of contribution balancing spouse and family, is SPC modifying the health savings account?

Mr. Wright-Greene reviewed the bronze plan as an option. Added the PPO with different deductible. However, want to converse with consortium about FSA.

Ms. Cole clarified she meant to say FSA, a valuable resource to give employees. Some may choose not to insure children or spouses because of the cost.

Mr. Kidwell added that campus by campus tours are very helpful.

Dr. Williams indicated the importance of looking at equity in health benefits to ensure all employees get the same, which the current model doesn't do. Also give employees a full year heads up to work through what works best for them for 2024. She thanked everyone involved for tough reviews and discussions.

Mr. Gibbons indicated that voting for this includes voting for the timeframes for communications.

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Dr. Williams expressed her appreciation, indicating that it appears a plan has been devised to give families 1.5 years to make the decision best for them. The ask is for the board to approve the 2024 plan to give time to help families work through that and determine best options. There are two asks: 1. approve the 75/25 split that will start in January 2023, and 2. provide employees 100% coverage for their insurance if they want to include families they'll have 1.5 years to review plans.

Mr. Gibbons referred back to Ms. Cole's comment, saying that taking a child off a plan isn't a good option. He noted his preference to take them separate. This will impact people with families hugely.

Ms. Cole moved approval of the 2023 medical insurance strategy. Mr. Stonecipher seconded the motion. The motion passed unanimously.

Ms. Cole moved to approve the 2024 medical contribution strategy as set forth in the presentation. Mr. Stonecipher seconded the motion. Mr. Gibbons opposed the motion. The motion passed.

22-076. Under Item VII – A, Old Business
NONE

22-077. Under VII-B, New Business

A. NEW BUSINESS

1. ADMINISTRATIVE MATTERS
 - a. Human Resources
 - i. Personnel Report (*Action*)
2. GRANTS/RESTRICTED FUNDS CONTRACTS
 - a. US Department of Justice, Victims of Crime Act (VOCA) (*Action*)
 - b. Florida Department of education Entrepreneurship Education and Training (EET) (*Action*)
 - c. Florida Education Fund - Center of Excellence Program (*Action*)
 - d. Florida Department of Education – Open Door Grant Program (*Action*)
3. BIDS, EXPENDITURES, CONTRACTS OVER \$325,000
 - a. HEERF Funding; Ad Astra (*Action*)
4. CAPITAL OUTLAY, MAINTENANCE, RENOVATION, AND CONSTRUCTION
 - a. Construction Documents (Phase III) and Guaranteed Maximum Price (GMP), Project Number 1707-B-22-15, Convert Bookstore to Conference Room, Downtown (*Action*)

- b. Construction Documents (Phase III) and Guaranteed Maximum Price (GMP), Project Number 1707-Q-22-15, Emergency Generator Convert to Gas, Downtown (*Action*)
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- e. Spot Survey 2, Version 17 Remodel vacated bookstore area on the first floor into a conference room (Site 15) (*Action*)
- f. Agreement with Safeware/Creative Modular Buildings Inc, Project Number 1707-M-22-9, Simulation City, Allstate Center (*Action*)

5. Other

- a. RN-BSN Program Consultant – Schafer Program Fund (*Action*)
- b. Credit Curriculum Changes (*Action*)
- c. Tutor.com, Inc. – Online Tutoring Services Agreement (*Action*)
- d. Naming of Downtown 3rd Floor Conference Room (*Action*)
- e. Doughco LLC - Lease Agreement (*Action*)
- f. Workforce Corporate Partnership Course Offerings (*Action*)

The Board considered Items VII – B.1a -VII. B.5f. Mr. Gibbons moved approval. Ms. Cole seconded the motion. The motion passed unanimously.

22-078. Under XIII, Informational Reports

None.

- A. Direct Support Organization
 - 1. Institute for Strategic Policy and Solutions (*Information*)
 - 2. St. Petersburg College Foundation (*Information*)
- B. Palladium at St. Petersburg College (*Information*)
- C. Leepa Rattner Museum of Art (*Information*)
- D. Operating Budget Report (*Information*)
- E. Board Self – Evaluation (*Information*)

22-079. Under Item X Proposed Changes to BOT Rules Manual – Public Hearing -

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 notices were duly posted. The Chair requested comments from the public. There were none. The Chair sought approval of Item IX. Trustee Stonecipher moved approval. Mr. Gibbons seconded the motion. The motion passed unanimously.

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22-080. Under Item XI, President's Report

Dr. Williams' report focused on legislative issues, preparing LBRs going forward in two areas:

1. Mental health. SPC was approached by a law enforcement group that wants to partner on mental health, not seeking operational dollars at this point. Florida colleges are focusing on state colleges being included in the state insurance plan like universities and other groups.
2. Concept to help state colleges close the achievement gap.

22-081. Under Item XII, Next Meeting Date and Location

The Board confirmed its next meeting date and location as Tuesday September 20, 2022 9:00 a.m., at the St. Petersburg/Gibbs Campus

XII. ADJOURNMENT

Having no further business to come before the Board, Chair Kidwell adjourned the meeting at 10:14 a.m.

Tonjua Williams, Ph.D.
Secretary, Board of Trustees
St. Petersburg College
FLORIDA

Thomas Kidwell
Chairman, Board of Trustees
St. Petersburg College
FLORIDA

Immediately following the St. Petersburg College Board of Trustees meeting, Chair Kidwell opened the St. Petersburg College Collegiate High School Governing Board meeting at 10:14 a.m.

Ms. Catherine Kennedys introduced herself and indicated her pride in replacing retired colleague Starla Metz. She said she was before the board asking approval for two items:

1. Reading plan (part of Senate bill 2524); if approved, SPCHS can get application funds.
2. Safety school plans (part of bill HB 1421); there have been safety plans at collegiate high schools, and the new portion is a reunification plan of the safety plan.

Mr. Gibbons moved approval of the two items presented. Mr. Stonecipher seconded the motion. The motion passed unanimously.

Having no further business to come before the Board, Chair Kidwell adjourned the meeting at 10:16 a.m.

Attachments
Board Memos and
Supplemental
Materials

Board of Trustees
Meeting

August 16, 2022

AGENDA

ST. PETERSBURG COLLEGE BOARD OF TRUSTEES AUGUST 16, 2022

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- C. President
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Board of Trustees' Meeting of June 21, 2022 (*Action*)

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X. PRESIDENT'S REPORT

XI. NEXT MEETING DATE AND SITE

September 20, 2022 St. Petersburg Gibbs Campus

XII. ADJOURNMENT

ST. PETERSBURG COLLEGIATE HIGH SCHOOL GOVERNING BOARD MEETING TO IMMEDIATELY FOLLOW – Presenter: Ms. Catherine Kennedys, AVP, Academic Affairs and Partnerships (see separate agenda)

The purpose of the meeting is to ask the governing board to approve the 2022-23 Reading Plan and the 2022-23 School Safety Plans so it can be submitted to the Pinellas County School District.

If any person wishes to appeal a decision made with respect to any matter considered by the Board at its meeting August 16, 2022, 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: July 15, 2022

August 16, 2022

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: Dr. Tonjua Williams, President 
SUBJECT: 2022 – 2023 Proposed Board of Trustees Meeting Schedule

Approval is sought to schedule the 2022-2023 St. Petersburg College Board of Trustees meetings according to the proposed schedule below.

Proposed meeting dates and locations:

August 16, 2022	EpiCenter
September 20, 2022	St. Petersburg Gibbs Campus
October 18, 2022	EpiCenter (Workshop - Collabs)
November 15, 2022	Allstate Center
December 13, 2022	None
January 24, 2023	EpiCenter (Workshop - Collabs)
February 21, 2023	Tarpon Springs
March 21, 2023	EpiCenter
April 18, 2023	Health Education Center
May 16, 2023	EpiCenter (Workshop - Collabs)
June 13, 2023	EpiCenter
July	None

Direct Support Organizations

2021-2022 Current assignments

SPC Foundation, Inc.

Nathan Stonecipher

Institute for Strategic Policy Solutions

Deveron Gibbons

Additional Assignments (Non-DSO):

Leepa-Rattner Museum of Art

Jason Butts

SPC Palladium

Katie Cole

International Programs

Frank Jurkovic, Director

August 2022 BOT





What is International Programs?

- International Students
- Study Abroad
- International Campus Activities





Who is an International Student?

- On a student visa (F-1)
- Full-time (Face-to-Face course requirement)
- Out of state tuition
- Degree seeking and English Language



SPC Public Policy and Administration alumnus **Sane Haidara** turned his final project into a reality by helping children in Timbuktu.



International Students

- Enrollment
 - Fall 2022: 160
 - Fall 2021: 151
 - Fall 2020: 134
- Not all students are granted a visa to study in the U.S.
- Top countries are Vietnam, Brazil and Venezuela
 - Over 58 countries represented



International Students

- Provide various scholarships
 - Intensive English Program
 - Latin American – Caribbean
 - Athletic
 - Foundation
- Direct relationships with many organizations and schools around the world
- International staff communicate directly with prospective students



HAVE QUESTIONS?



Contact the
International Student
Services team

**SCHEDULE A
MEETING**



Study Abroad 2021-2022



Spain



France



Zimbabwe



Alps



Study Abroad

- 70 Students in 5 programs (2021-2022)
 - 4 Faculty-led Programs
 - Zimbabwe, Western Europe, Alps, Spain
 - 1 Ongoing (School of record)
 - Costa Rica
- 50 Scholarships Awarded
- Pasco-Hernando State College Connection
- 11 Programs planned for 2022-2023





Study Abroad Student Experience



<https://www.youtube.com/shorts/dGJwIYLOWi8>



International Activities

- Virtual Abroad Courses
- Partner with other institutions outside the U.S. to provide various engagements
- Tour around the World
 - Virtual Reality Headsets
 - Work with Student Life
- International Education Week

Global Perspectives on Health and Social Care



Collaborative Virtual Discussions with Northern Ireland and the U.S.





Future Focus on International

- Increase international experiences
 - Integrating Virtual Reality
 - Connecting with more institutions outside the U.S.
 - Providing a variety of study abroad opportunities each year
- Increase enrollment in Costa Rica Spanish Language Abroad Program





Future Focus on International

- Increase international student population
 - Work with Deans for more F2F degree options
 - Strengthening our current relationships
 - Recruitment fairs and degree showcase opportunities



انضم إلينا مباشرة
**ورشة الطباعة
ثلاثية الأبعاد**

الثلاثاء
16 فبراير
6:30 مساءً بتوقيت الرياض

هذه ورشة عمل عملية ونود لمن يحضرها إنشاء حساب
قبل الجلسة على موقع:
www.tinkercad.com

التسجيل محدود وسيتم منح
الشهادات للحاضرين على منصة زووم

مع المستشار التعليمية بالسفارة الأمريكية
بالرياض و ممثلي من كلية سانت بيترسبيرغ

Frank Jurkovic
Director, International
Programs

Chad Mairn
Professor

The logo of St. Petersburg College, featuring a stylized, layered blue and white design that resembles a wing or a flame, set against a background of diagonal blue stripes.

WORKFORCE AT SPC

S T . P E T E R S B U R G C O L L E G E

Board of Trustees Meeting: August 16, 2022

VISION & MISSION

Vision: Empower the community to achieve economic mobility and regional prosperity

Mission: To produce a highly skilled local workforce by advancing education, career and academic pathways, employment, entrepreneurship and workforce development opportunities in support of regional prosperity

Our charge is to be the #1 institution for workforce education in the State of Florida



ST. PETERSBURG COLLEGE

ENROLLMENT: 2021-2022

947

TOTAL SHORT-TERM
TRAINING
ENROLLMENT

↑ 14%

SHORT-TERM TRAINING
ENROLLMENT INCREASE
OVER 2020-2021

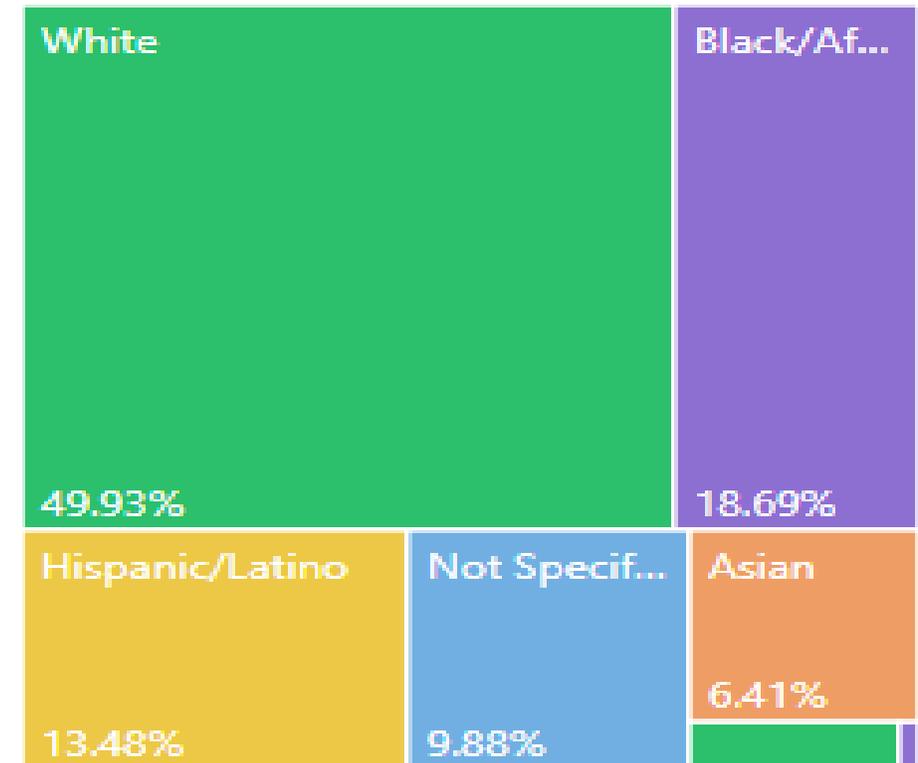
244

TOTAL
APPRENTICESHIPS

711

TOTAL INTERNSHIPS

Student by Ethnic Group



DATA MEASUREMENT DASHBOARDS

INSTITUTIONAL RESEARCH
WORKFORCE EDUCATION

ACADEMIC YEAR- 2021 TERM- All

Academic Year

2021

749

Student Count

946

Enrollment Count

529

Completion Count

55.92 %

Completion Rate

11.42 %

Failure Rate

32.66 %

Waiting to Complete Rate

Enrollment Trend by Term

Student by Ethnic Group

Student by Gender

Completion Rate by Course

Course ID	Course Title
MN10482	
DKP0805	Adobe Certified Associate Certification (ACA) Illustrato
DKP0960	Adobe Photoshop CC Fundamentals Online
LNGD450	Advanced Intensive English Program 14 Week NR
LNGD455	Advanced Intensive English Program 7 Week NR
NW10810	Amazon AWS Certified Cloud Practitioner Certification
NW10811	Amazon AWS Certified Cloud Practitioner Certification
NW10815	Amazon AWS Solutions Architect Associate Certificatio
BS10316	Arts Business Academy
CMPO101	Basic Computer Skills & Digital Literacy Online

Enrollment, Completion & Failure by Program

Student by Age Group and Gender

Course Ranks by Enrollment

WCCP Workforce Education Student Enrollment & Completion

Data updated on 8/11/22, 9:56 AM

Filters

Search

Filters on this visual

Enrollment Count is (All)

Term is (All)

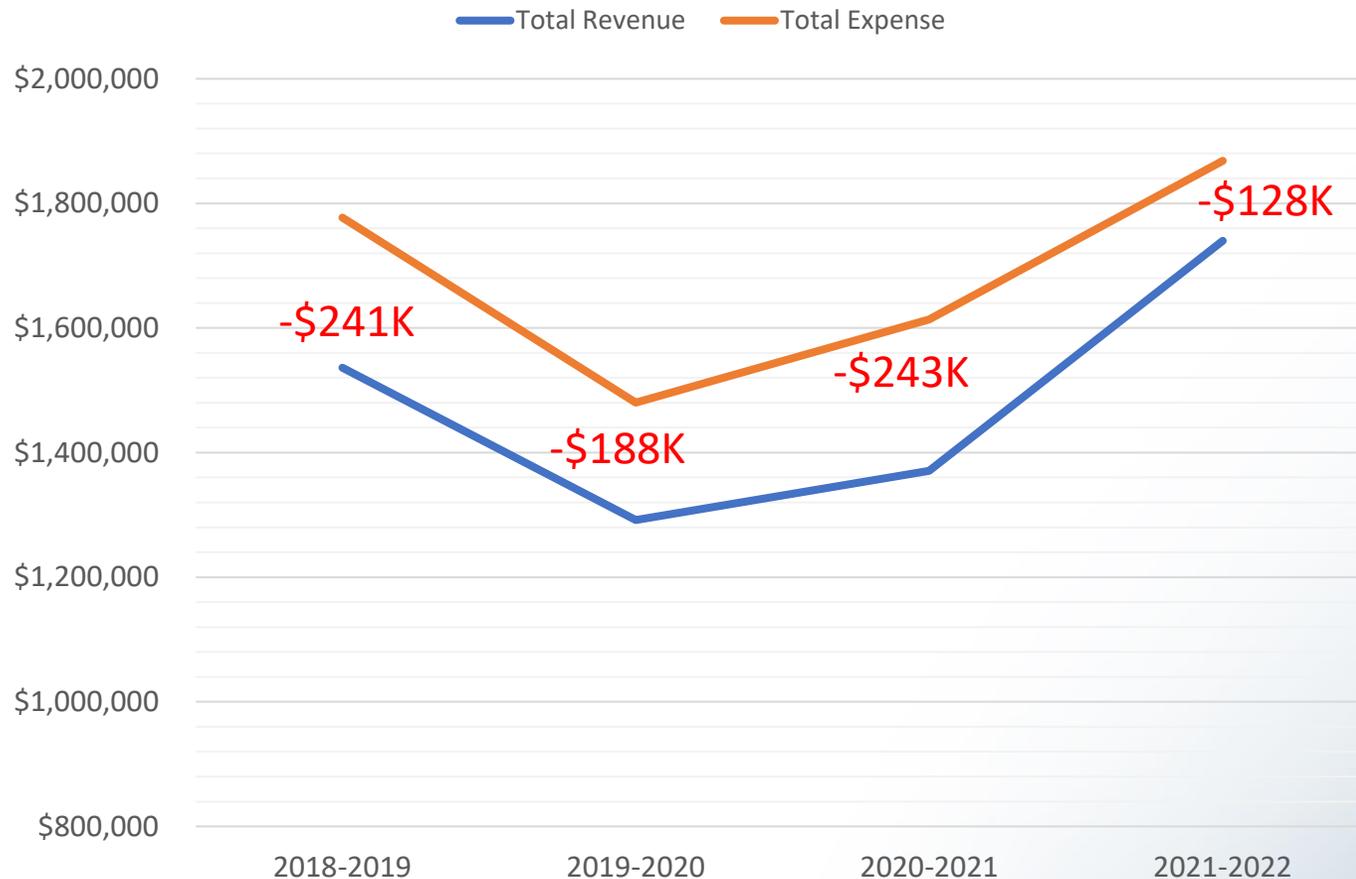
Term Order is (All)

FINANCIAL STANDING

\$1.74M

TOTAL PROGRAM
REVENUE

Revenues vs Expenses



\$16M

TOTAL GRANT FUNDS
AWARDED

\$513K

TOTAL FTE
APPRENTICESHIP
ENROLLMENT FUNDING



ST. PETERSBURG COLLEGE

PARTNERSHIPS

148

TOTAL NEW COMPANY
CONNECTIONS

\$50K

TOTAL LEVERAGED
RESOURCES

BANK OF AMERICA



RAYMOND JAMES



JABIL



ST. PETERSBURG COLLEGE

WHAT'S NEXT



ST. PETERSBURG COLLEGE

QUESTIONS?



ST. PETERSBURG COLLEGE

August 16, 2022

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: Dr. Tonjua Williams, President 
SUBJECT: 2023 and 2024 Medical Contribution Strategy

Approval is sought for the following Medical Contribution Strategies for 2023 and 2024:

1. Move from a three (3) salary bands model to one (1) salary band for all employees with a 75/25 split (defined percentage) to create more fairness among all employees for the 2023 benefits year.
2. Move the college to a defined contribution strategy (Set \$ Amount equal to 100% of the most reasonable employee-only plan the college offers) in the 2024 Benefits year. The college will contribute the same amount irrespective of the employee's medical plan.

Darryl D. Wright-Greene, Chief Human Resources and Talent Officer recommend approval.

Medical Healthcare Benefits Contribution Strategy for 2022-23

Darryl D. Wright-Greene,
MBA, MDiv, SHRM-CP
August 16, 2002



Introduction

The Board of Trustees issued us the tasks of providing our employees quality insurance and better aligning our contribution strategy by building a more fiscal sustainable model.

Based on this charge, SPC has continued to assess our current strategy and has worked to align ourselves with both industry and similar institutions' practices regarding our healthcare contribution strategies. Based on the assessment our goal is to move from a defined percentage structure to a defined contribution structure.





What have we done?

- In January of 2021, SPC transitioned to the Florida College System Risk Management Consortium
- SPC reduced from 9 to 3 salary bands
- SPC worked to create a more equitable employee and college contribution methodology
- SPC started the process of reducing the funding % of family coverage.



Current Medical Contribution Strategy

			Cost < 45K		Cost 45-75K		Cost 75K+	
	Current Plans	Funding Amount	EE Fund	ER Fund	EE Fund	ER Fund	EE Fund	ER Fund
EO	HMO Plan	\$ 905.00	\$ 129.90	\$ 775.10	\$ 173.20	\$ 731.80	\$ 194.86	\$ 710.14
ES		\$ 1,811.00	\$ 259.96	\$ 1,551.04	\$ 346.60	\$ 1,464.40	\$ 389.94	\$ 1,421.06
EC		\$ 1,720.00	\$ 246.90	\$ 1,473.10	\$ 329.20	\$ 1,390.80	\$ 370.36	\$ 1,349.64
EF		\$ 2,806.00	\$ 537.20	\$ 2,268.80	\$ 671.50	\$ 2,134.50	\$ 738.66	\$ 2,067.34
EO	PPO Plan	\$ 920.00	\$ 176.20	\$ 743.80	\$ 220.26	\$ 699.74	\$ 242.28	\$ 677.72
ES		\$ 1,840.00	\$ 352.40	\$ 1,487.60	\$ 440.50	\$ 1,399.50	\$ 484.56	\$ 1,355.44
EC		\$ 1,748.00	\$ 334.80	\$ 1,413.20	\$ 418.50	\$ 1,329.50	\$ 460.35	\$ 1,287.65
EF		\$ 2,852.00	\$ 682.76	\$ 2,169.24	\$ 819.30	\$ 2,032.70	\$ 887.58	\$ 1,964.42
EO	HDHP	\$ 864.00	\$ 41.36	\$ 822.64	\$ 82.70	\$ 781.30	\$ 103.38	\$ 760.62
ES		\$ 1,729.00	\$ 82.76	\$ 1,646.24	\$ 165.50	\$ 1,563.50	\$ 206.88	\$ 1,522.12
EC		\$ 1,642.00	\$ 78.60	\$ 1,563.40	\$ 157.20	\$ 1,484.80	\$ 196.50	\$ 1,445.50
EF		\$ 2,679.00	\$ 128.26	\$ 2,550.74	\$ 256.50	\$ 2,422.50	\$ 320.64	\$ 2,358.36

The Ask or Decision Point

We have a two-part ask:

1. We would like to move from the three (3) salary bands to one with a 75/25 split (defined percentage) to create more fairness among all employees for the 2023 Benefits year.
2. We would like to move the college to a defined contribution strategy (Set \$ Amount equal to 100% of the most reasonable employee-only plan) in the 2024 Benefits year. The college will contribute the same amount regardless of an employee's plan selection. This change will:
 - Create a more sustainable Contribution Model
 - Establish fairness
 - Protect the employer against high-end year-to-year trends in medical cost
 - Easier to communicate to participants
 - Reduce adverse selection (Applicant receiving insurance at a cost that is below their true level of risk) concerns
 - Easier to forecast the annual employer cost



Proposed 2023 Medical Contribution Strategy (Defined Percentage)

			Proposed Cost	
	New Plans	Funding Amount	EE Fund	ER Fund
EO	Gold HMO Plan	\$ 1,015.79	\$ 253.95	\$ 761.84
ES		\$ 2,133.16	\$ 533.29	\$ 1,599.87
EC		\$ 1,828.42	\$ 457.11	\$ 1,371.32
EF		\$ 2,945.79	\$ 736.45	\$ 2,209.34
EO	Gold PPO Plan	\$ 993.88	\$ 248.47	\$ 745.41
ES		\$ 2,087.17	\$ 521.79	\$ 1,565.38
EC		\$ 1,789.00	\$ 447.25	\$ 1,341.75
EF		\$ 2,882.27	\$ 720.57	\$ 2,161.70
EO	Bronze PPO Plan	\$ 813.87	\$ 203.47	\$ 610.40
ES		\$ 1,709.12	\$ 427.28	\$ 1,281.84
EC		\$ 1,464.97	\$ 366.24	\$ 1,098.73
EF		\$ 2,360.22	\$ 590.06	\$ 1,770.17
EO	Gold HDHP	\$ 946.93	\$ 236.73	\$ 710.20
ES		\$ 1,988.56	\$ 497.14	\$ 1,491.42
EC		\$ 1,704.48	\$ 426.12	\$ 1,278.36
EF		\$ 2,746.10	\$ 686.53	\$ 2,059.58



Proposed
Sample of the
2024 Medical
Contribution
Strategy
(Defined
Contribution)

	New Plans	Funding Amount	EE Fund	ER Fund
EO	Gold HMO Plan	\$ 1,015.79	\$ 201.92	\$ 813.87
ES		\$ 2,133.16	\$ 1,319.29	\$ 813.87
EC		\$ 1,828.42	\$ 1,014.55	\$ 813.87
EF		\$ 2,945.79	\$ 2,131.92	\$ 813.87
EO	Gold PPO Plan	\$ 993.88	\$ 180.01	\$ 813.87
ES		\$ 2,087.17	\$ 1,273.30	\$ 813.87
EC		\$ 1,789.00	\$ 975.13	\$ 813.87
EF		\$ 2,882.27	\$ 2,068.40	\$ 813.87
EO	Bronze PPO Plan	\$ 813.87	\$ -	\$ 813.87
ES		\$ 1,709.12	\$ 895.25	\$ 813.87
EC		\$ 1,464.97	\$ 651.10	\$ 813.87
EF		\$ 2,360.22	\$ 1,546.35	\$ 813.87
EO	Gold HDHP	\$ 946.93	\$ 133.06	\$ 813.87
ES		\$ 1,988.56	\$ 1,174.69	\$ 813.87
EC		\$ 1,704.48	\$ 890.61	\$ 813.87
EF		\$ 2,746.10	\$ 1,932.23	\$ 813.87



Next Steps

- Open enrollment – The HR benefits team will begin campus visits to educate employees about benefits in September. The selection process will begin in October.
- We will work to build and establish a communication channel to educate employees about the 2024 changes and their alternative for employee plus coverage (marketplace).
- Leverage Employee Word-of-mouth – We will work to build benefits champions and people who are knowledgeable about alternative options.



Q&A

Questions?

August 16, 2022

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Dr. Tonjua Williams, President 

SUBJECT: Personnel Report

Approval is sought for the following recommended personnel transactions:

HIRE Budgeted Administrative & Professional			
Name	Title	Department/Location	Effective Date
Bohannon, Justin M	Asst Dir, Scholar&Stu Fin Asst	Financial Assistance Services	7/25/2022
Bryce, Aron	FL Statewide College Coord	Public Policy & Legal Studies	7/11/2022
Konsza, Tiffany	Accessibility Svcs Coordinator	Associate Provost Office DT	7/25/2022
Nelson, Jennifer M	Annual Giving & Engag Coord	Resource Development DO	7/11/2022
Rosenberger, Katrina	Print Shop Manager	Marketing&StrategicCommunicatn	7/25/2022
Schorr, Mary	Career & Academic Advisor	Provost Office AC	7/11/2022
Campbell, Kari	Administrative Coordinator	BusSVITSystems	7/1/2022
Dunham, Nicole M	Laboratory Coordinator	Natural Science SPG	7/11/2022

TRANSFER/PROMOTION Budgeted Administrative & Professional			
Name	Title	Department/Location	Effective Date
Al Nassir, Fawzi	Dir, Institutional Research	Institutional Research/Effect	7/1/2022
Althoff, Paul J	Public Safety Dept Coordinator	Criminal Justice AC	7/1/2022
Amado, Juan S	Admissions Recruiter	Enrollment Management DO	7/1/2022
Ashe, Angela C	Academic Svcs Assist Director	Academic Affairs	7/1/2022
Aumack Jr, Albert W	Career & Academic Advisor	Provost Office TS	7/1/2022
Autry, Courtney C	Career & Academic Advisor	Counseling & Advisement CL	7/1/2022
Bain, Gabrielle	Public Safety Dept Coordinator	Fire Sciences	7/1/2022
Barlow, Stephen R	Systems Analyst	Administrative Information Sys	7/1/2022
Barto, Daniel P	Director, Safety & Security	Facilities&Institutional Svcs	7/1/2022
Bawell, Alexander H	Instructional Supprt Proj Tech	Business Administration EpiCtr	7/1/2022
Bednarski, Julia A	Nursing Skills Facilitator	Nursing HC	7/1/2022
Bell, Kevin S	Career & Academic Advisor	Registration SPG	7/1/2022
Bell, LaDawn	Student Success Specialist	Provost Office SPG	7/1/2022
Bellomo, Mary O	Sr Instructional Tech Analyst	NTPI/WMD Grant - AC	7/1/2022
Benavides, Joseph	Business Relation Specialist	Workforce/Professnl Developmnt	7/1/2022
Bennett, Michael J	AssocVP,Fin Asst Svcs	Student Services	7/1/2022
Berry, Belinthia A	Acting Dean,Workforce Develop	President Office	7/1/2022
Biferie, William D	Career & Academic Advisor	Counseling & Advisement CL	7/1/2022
Blackburn, Chrystal L	Captionist/Senior Interpreter	Accessibility Services	7/1/2022
Blais, Bethany E	Career & Academic Advisor	Counseling & Advisement TS	7/1/2022
Blake, Althea	Coordinator II, Project	Student Services	7/1/2022
Bloom, Joshua A	A V Services Coordinator	Administrative Information Sys	7/1/2022
Blue, Keisha L	Project Coordinator II	Academic Affairs	7/1/2022
Boccio, Jaylene L	Career & Academic Advisor	Counseling & Advisement DT	7/1/2022
Bodie, Matthew D	Exec Dir, Learning Resources	Learning Resources	7/1/2022
Bodnar, Jennifer	Apprenticeship Coordinator II	Academic Affairs	7/1/2022
Borzewski, Lisa M	Associate Provost, SE	Provost Office SE	7/1/2022
Bowe Slagle, Adrienne	Instructional Technology Spec	Online Learning and Services	7/1/2022
Bowen, Paul M	Associate Provost, CL	Associate Provost Office CL	7/1/2022
Boyette, Shirley	Research Analyst	Academic Affairs	7/1/2022

Brown, Joshua V	Assoc Dir, Learning Resources	Learning Resources	7/1/2022
Brown, Nicole L	Senior Accountant	Accounting Services	7/1/2022
Brown, Trenette	Project Admin Svcs Manager	NTPI/WMD Grant - AC	7/1/2022
Browne, Marilyn P	Business Relationship Spec	Workforce/Professnl Developmnt	7/1/2022
Bullard, Derrick L	Career & Academic Advisor	Counseling & Advisement TS	7/1/2022
Byrne, Megan R	Box Office Manager	Palladium	7/1/2022
Cain, Christopher L	Certificate Prgm Coordinator	Workforce/Professnl Developmnt	7/1/2022
Callahan, Doyle W	Systems Analyst, LMS	Online Learning and Services	7/1/2022
Callahan, Marisa C	Dir. Design & In-House Constr	Facilities&Institutional Svcs	7/1/2022
Campbell, Kari	Administrative Coordinator	BusSVITSystems	7/1/2022
Cappleman, Tammy	Career & Academic Advisor	Associate Provost Office HC	7/1/2022
Carbart, George E	Coord, StudentSupportSvcs TRIO	SSS TRIO Grant - DO	7/1/2022
Carr, Catherine E	Multimedia Content Developer	District Impressions DO	7/1/2022
Carter, Caitlin	Scholarship Manager	Resource Development DO	7/1/2022
Carver, Eric H	Provost, DT	Provost Office DT	7/1/2022
Castillo, Fabiola	Budgeting Manager	Budgeting & Compliance	7/1/2022
Cesta, Jeffrey L	Dir, Early College/Dual Enroll	Academic Affairs	7/1/2022
Chang, Jimmy H	Dean, Mathematics	Academic Affairs	7/1/2022
Christensen, Eva K	Director, Admissions & Records	Academic Affairs	7/1/2022
Clisby, Crystal	Grant Accountant	Accounting Services	7/1/2022
Cole, Angela J	International Student Svcs Rep	International Program	7/1/2022
Comeau, Kimberly A	Mgr, PS Student Systems Dev	Enrollment Management DO	7/1/2022
Conner, Jamelle J	VP, Student Affairs	President Office	7/1/2022
Connor, Taylor	Sr Web Analyst/Programmer	Online Learning and Services	7/1/2022
Conrad, Olin P	Facilities Manager	Maintenance Services DO	7/1/2022
Conza, Mia A	General Counsel	College Attorney DO	7/1/2022
Corizzi, Aaron E	Associate VDI Analyst	Administrative Information Sys	7/1/2022
Costello, Christine M	Director of Student Affairs	Academic Affairs	7/1/2022
Cottrell, Meghan C	Grant Project Manager	Academic Affairs	7/1/2022
Couch, Marie S	Career & Technical Educ Coord	Workforce/Professnl Developmnt	7/1/2022
Cox, Christina	Instr Allied Health Coord	Workforce/Professnl Developmnt	7/1/2022
Crawford, Sabrina A	AVP,Institutional Eff Acad Srv	Institutional Research/Effect	7/1/2022
Crockett, Kaitlin A	Reference & Instruction Librn	Learning Resources	7/1/2022
Crumbley Sr, Earnest P	Athletics Coach	Athletics	7/1/2022
Crumbley, Shirley A	Coord, Women on the Way	Special Programs/Intl Educ DO	7/1/2022
Cullers, Christina	Dir, BusSys&StudentAcctg	Admin Info Sys - HR & Finance	7/1/2022
Cunin, JoAnna S	Certificate Prgm Coordinator	Workforce/Professnl Developmnt	7/1/2022
Curtis, Richard J	IT Security Engineer	Information Systems	7/1/2022
Cuthbertson, Takita	Student Support Manager	Counseling & Advisement DT	7/1/2022
Cutler, David	Exec Dir, Construction Mgmt	Facilities&Institutional Svcs	7/1/2022
Cutcliffe, Temara J	Nursing Skills Facilitator	Nursing HC	7/1/2022
Cyr, Kathryn M	Fiscal and Business Analyst	Accounting Services	7/1/2022
Dale, Sean A	Systems Analyst, LMS	Online Learning and Services	7/1/2022
Daniele, Celeste Q	Admissions Recruiter	Enrollment Management DO	7/1/2022
Daun, Melinda R	Career & Academic Advisor	Registration SPG	7/1/2022
Davidson, Denisha L	Athletics Coach	Athletics	7/1/2022
Davis, Jennifer A	Laboratory Coordinator	Baccalaureate Programs	7/1/2022
Davis, Kevin L	Program Director II	Funeral Services HC	7/1/2022
Davis, Rodrigo M	Provost, TS	Provost Office TS	7/1/2022
DeBlaere, Cheri	Student Support Manager	Counseling & Advisement CL	7/1/2022
Demers, Susan S	Dean, Pub Policy&Legal Studies	Baccalaureate Programs	7/1/2022
Deranian, Leah K	Career & Academic Advisor	Counseling & Advisement SPG	7/1/2022
Dhaliwal, Amol	Government Relations Director	President Office	7/1/2022
Dibuono, Michael	Public Safety Training Manager	Provost Office AC	7/1/2022
Disler, Heather H	Assoc Dir, Learning Resources	Learning Resources	7/1/2022
Dollenmayer, Lisa J	Career & Academic Advisor	Registration SPG	7/1/2022
Donald, Ann C	Career & Academic Advisor	Counseling & Advisement SPG	7/1/2022
Dougherty, Damon J	Director of Operations	Palladium	7/1/2022
Drew, Maria	Assistant Director, Admissions	Admissions & Central Records	7/1/2022

Dunham, Michele	Student Success Specialist	Baccalaureate Programs	7/1/2022
Eaton, Lindsey A	Online Course Testing Coord	Online Learning and Services	7/1/2022
Echols, Chelsea B	Scholar&Stu Fin Assist Officer	Financial Assistance Services	7/1/2022
Eggers, Amy S	Coord, Accredtn&BaccAssessment	Academic EffectivenessAssessmt	7/1/2022
Elcius, Molinseai E	Career & Academic Advisor	Counseling & Advisement DT	7/1/2022
Enlow, Bernard R	Sr Network/Design&SecurityEng	BusSVITSystems	7/1/2022
Ervin, Joshua A	Associate Dir of IT Ops	Information Systems - Network	7/1/2022
Espada, Oscar	Athletics Coach	Athletics	7/1/2022
Essex, Kaylee L	Assoc IT InfrastructureAnalyst	BusSVITSystems	7/1/2022
Essix, Shirell A	Cust Relationship Mgt Coord	Marketing&StrategicCommunicatn	7/1/2022
Ewell, Michael A	Academic Department Coord	Baccalaureate Programs	7/1/2022
Falasca, Gary A	Dir, Facilities Services	Facilities&Institutional Svcs	7/1/2022
Farlow, Rita K	Exec Dir, Mktg & Strategic Com	Marketing&StrategicCommunicatn	7/1/2022
Fayard, Kimberly A	Asst Dir, Scholar&Stu Fin Asst	Financial Assistance Services	7/1/2022
Fischer, Kristina M	Mgr, Collaborative Labs	Academic Affairs	7/1/2022
Fisher, Lise L	Asst Dir, Strategic Communic	Marketing&StrategicCommunicatn	7/1/2022
Fleming, John M	Program Director II	Radiography HC	7/1/2022
Fox, Djuan E	Director, Academic Services	Academic Affairs	7/1/2022
Fratus, Earl T	Honors Program Director	Baccalaureate Programs	7/1/2022
Fredriksen, Jeffrey E	Systems Analyst	Administrative Information Sys	7/1/2022
Fried, Kelly	CCAMPIS Program Manager	Academic Affairs	7/1/2022
Fritts, Charleston B	Career & Academic Advisor	Counseling & Advisement HC	7/1/2022
Fumano Jr, Daniel J	Certificate Program Coordinato	Workforce/Professnl Developmnt	7/1/2022
Gambacurta, Joyce D	Captionist/Senior Interpreter	Accessibility Services	7/1/2022
Gann, Welcita M	Career & Academic Advisor	Counseling & Advisement CL	7/1/2022
Ganoo, Kelliann	Grant Project Manager	Student Services	7/1/2022
Gant, Ernest J	Coordinator I, Project	Student Services	7/1/2022
Garrett, Tracy L	Comm Outreach & Support Coord	Enrollment Management DO	7/1/2022
Gebler, Ashley M	Assistant Director, Creative	Marketing&StrategicCommunicatn	7/1/2022
Ghozali, Colleen E	Career & Academic Advisor	Counseling & Advisement TS	7/1/2022
Gilchrist, Tannica	Scholar&Stu Fin Assist Officer	Financial Assistance Services	7/1/2022
Gill, Davie	Athletics Director	Athletics	7/1/2022
Godcharles, Timothy W	Instructional Design Spec	Online Learning and Services	7/1/2022
Gonzalez, Eduardo J	Instructional Design Tech	Online Learning and Services	7/1/2022
Gordon, Sandra M	Reference & Instruction Librn	Learning Resources	7/1/2022
Graham, Shane L	Mgr, PeopleSoft Systems Admin	Administrative Information Sys	7/1/2022
Granger, Dominique	Assoc. Dir of Ben & Wellness	Human Resources Benefits	7/1/2022
Gray, Cheryl L	Senior Analyst/Programmer	Admin Info Sys - Student	7/1/2022
Green, Sonja T	Coord, Business Office	Business Office SPG	7/1/2022
Gregor, Jennifer L	Assoc Dir, Learning Resources	Learning Resources	7/1/2022
Grey, Cynthia A	Associate Dean	Veterinary Technology	7/1/2022
Grey, William R	Director, Emergency Management	Facilities&Institutional Svcs	7/1/2022
Griffith, Tashika O	Provost, CL	Academic Affairs	7/1/2022
Haddad, Christine C	Instructional Support Tech	Online Learning and Services	7/1/2022
Hafer, Leslie S	Provost, SPG	Academic Affairs	7/1/2022
Hale, Christina M	Senior Accountant	Accounting Services	7/1/2022
Halstead, Ryan	Principal, Collegiate HS @ TS	Academic Affairs	7/1/2022
Hardt, Steven P	Program Director II	Respiratory Care HC	7/1/2022
Harris, Bonnie S	Donor Database Administrator	Resource Development DO	7/1/2022
Hart, Ethan L	Assoc Dir, Learning Resources	Learning Resources	7/1/2022
Hartman, Ariel E	Articulations Coordinator	Institutional Research/Effect	7/1/2022
Hartman, Kimberly J	Dean, College of Education	College of Education	7/1/2022
Harvey, Christopher J	Exec Dir, Acad Tech & Stu Succ	Online Learning and Services	7/1/2022
Hays, Anna M	Scholarship Specialist	Resource Development DO	7/1/2022
Heath, Wendy A	Budget Specialist	Budgeting & Compliance	7/1/2022
Heinrich, Alexa R	Social Media Manager	Marketing&StrategicCommunicatn	7/1/2022
Heisler, Laura	Public Safety Training Coord	Florida Natl. Guard Grant - AC	7/1/2022
Henning, Andrea A	ExecDir, Collaborative Labs	Workforce/Professnl Developmnt	7/1/2022
Henningsen, Stephanie	Coord, StudentLife&Leadership	Student Activities CL	7/1/2022

Hernandez Agosto, Emmanuel	Dean, College of Business	Baccalaureate Programs	7/1/2022
Hidalgo, Andrew E	Scholar & StuFinAssist Officer	Financial Assistance Services	7/1/2022
Hill, Richard L	Instructional Design Spec	Online Learning and Services	7/1/2022
Hoke, Joshua O	Research Analyst	Academic Affairs	7/1/2022
Hollowell, Raynette D	Accessibility Svcs Coordinator	Accessibility Services/OSSD-SP	7/1/2022
Hopkins, Dorothy	Dir, Business Data Management	BusSVITSystems	7/1/2022
Hubbard, Barbara A	Dean, Humanites & Fine Arts	Academic Affairs	7/1/2022
Huetson, Linda J	Career & Academic Advisor	Counseling & Advisement DT	7/1/2022
Hunt, Janette N	VP, Finance & Business Ops	President Office	7/1/2022
Hunter, Tara T	Career & Academic Advisor	Counseling & Advisement SPG	7/1/2022
Hunter, Tori E	Asst Dir, Scholar&Stu Fin Asst	Financial Assistance Services	7/1/2022
Ingargiola, Dominick J	Career & Academic Advisor	Counseling & Advisement CL	7/1/2022
Jackson, Kimberly G	ExecDir,Inst StratgcPolSolutn	Public Policy & Legal Studies	7/1/2022
Jackson, Rachael E	Video & Web Services Coord	Online Learning and Services	7/1/2022
Jacob, Bijoy	Senior Developer	Admin Info Sys - Development	7/1/2022
Jakupovic, Danijel	Senior Developer	Admin Info Sys - Development	7/1/2022
Jakupovic, Edin	Business Intelligence Analyst	Institutional Research/Effect	7/1/2022
Janik, Brooke S	Associate Provost, DT	Associate Provost Office DT	7/1/2022
Janusz, Dawn M	Student Support Manager	Associate Provost Office HC	7/1/2022
Jean-Baptiste, Claudius K	Associate Provost, SPG	Associate Provost Office SPG	7/1/2022
Jeffries, Jane L	Technology Project Manager	SE Public Safety Institute AC	7/1/2022
Jenkins, Samuel	Project Coord II InstStrategic	Public Policy & Legal Studies	7/1/2022
Jocelyn, Joven	Admissions Recruiter	Enrollment Management DO	7/1/2022
Johnson, James T	Career & Academic Advisor	Counseling & Advisement CL	7/1/2022
Johnston, Jennifer K	Career & Academic Advisor	Provost Office SE	7/1/2022
Jones, Nancy L	House Manager	Palladium	7/1/2022
Jones-Crueder, LaTuana D	Inst Allied Health Coord	Workforce/Professnl Developmnt	7/1/2022
Jurkovic, Frank M	Dir, International Program	International Program	7/1/2022
Kaas, Kevin	A/V Services Coordinator	Network Systems Support	7/1/2022
Kachelriess, Billie J	Facilities Project Coordinator	Facilities&Institutional Svcs	7/1/2022
Kanyuck, Julie B	Sr Accountant/FinancialAnalyst	Accounting Services	7/1/2022
Karagic, Medina	Online Stu Act & Srvcs Coord	Enrollment Management DO	7/1/2022
Keller III, Don R	Student Success Specialist	Baccalaureate Programs	7/1/2022
Kelley, Thomas M	Compliance Officer	College Attorney DO	7/1/2022
Kemp, Misty D	Exec Dir, Ret Svcs & Stu ADA	Student Services	7/1/2022
Kennedy, Catherine C	AVP, AcademicAffairs&Partnrshp	Baccalaureate Programs	7/1/2022
Kent-Roberts, Sherri M	School Partnership Liaison	College of Education	7/1/2022
Kessing, Renee V	Career & Academic Advisor	Student Support Services SE	7/1/2022
Kieffhaber, Donald H	Rangemaster	Criminal Justice AC	7/1/2022
Kielich, Melanie C	Project Manager - COVID Relief	Grant Development	7/1/2022
Kiernan, Tiffany I	Career & Academic Advisor	Counseling & Advisement DT	7/1/2022
King, Merrian D	Asst Dir, Scholar&Stu Fin Asst	Financial Assistance Services	7/1/2022
Kirchgraber, Todd A	Director of Training Programs	NTPI/WMD Grant - AC	7/1/2022
Konkle, Kathi L	Accountant	Accounting Services	7/1/2022
Kontodiakos, Angeliki M	Admissions Recruiter	Enrollment Management DO	7/1/2022
Kontodiakos, Theresa A	Student Support Manager	Associate Provost Office TS	7/1/2022
Krause, Daniel R	Career & Academic Advisor	Student Support Services SE	7/1/2022
Kroll, Shoshana S	Career & Academic Advisor	Counseling & Advisement SPG	7/1/2022
Kruger, Wayne D	Executive Student Svcs Dir	Financial Assistance Services	7/1/2022
Krupp, Jason	Career Connections Director	Workforce/Professnl Developmnt	7/1/2022
Kubler, Susan T	Career & Academic Advisor	Provost Office SE	7/1/2022
Kuhn, Christina M	Coord, Curriculum Services	Institutional Research/Effect	7/1/2022
Kuhn, Damon M	Associate Provost, HC	Associate Provost Office HC	7/1/2022
LaHaie, Eileen M	Director of CPSI	NTPI/WMD Grant - AC	7/1/2022
Lake, Ashley C	Academic Program Director	Baccalaureate Programs	7/1/2022
Landers, Michael A	(Acting) FacilPlan&SpaceAnlyst	Facilities&Institutional Svcs	7/1/2022
Laney, Michele T	Assoc Dir, Learning Resources	Learning Resources	7/1/2022
Lattenhauer, Naly	Career & Academic Advisor	Student Support Services SE	7/1/2022
Leonard, Lisa	Instructional Support Manager	New Initiative Program - HC	7/1/2022

Leopold, Joseph S	Dean, Communications	Academic Affairs	7/1/2022
Lepak, Corey	Videographer	Marketing&StrategicCommunicatn	7/1/2022
Liao-Troth, Matthew	VP, Academic Affairs	President Office	7/1/2022
Littlewood, Christopher S	Instructional Technology Coord	NTPI/WMD Grant - AC	7/1/2022
Longley, James F	Sr Web Developer	Marketing&StrategicCommunicatn	7/1/2022
Lora Santana, Hector	AVP, Budgeting	Budgeting & Compliance	7/1/2022
Lorr, Duke W	Instructional Design Spec	Online Learning and Services	7/1/2022
Louis, Louisiana	Dean, College of Nursing	Nursing HC	7/1/2022
Lucas, Diamondnique Z	Scholar&Stu Fin Assist Officer	Financial Assistance Services	7/1/2022
Mancini, Tanna A	Career & Academic Advisor	Counseling & Advisement DT	7/1/2022
Marks, Alice M	Asst Dir, Scholar&Stu Fin Asst	Financial Assistance Services	7/1/2022
Marsh, Ryan B	Career & Academic Advisor	Counseling & Advisement CL	7/1/2022
Marshall, Steve	Coordinator I, Project	Student Services	7/1/2022
Martin, Courtney P	Instructional Tech Analyst	Learning Resources	7/1/2022
Martin, Sidney E	Program Dir, Engineering Tech	Engineering Technology CL	7/1/2022
Martinez-Ortiz, Josef E	Tech Support Spvr (Help Desk)	Desktop Software Support	7/1/2022
McBride, Jennifer C	Assoc Dir, Accred & Assess	Academic EffectivenessAssessmt	7/1/2022
McClendon, Eric D	Director, Workforce Education	Workforce/Professnl Developmnt	7/1/2022
McIntire, Kristin	Career & Academic Advisor	Counseling & Advisement TS	7/1/2022
McKenney, Erin M	Associate Director Development	Resource Development DO	7/1/2022
McMillan, Heather M	Career & Academic Advisor	Counseling & Advisement CL	7/1/2022
Meigs, Michael C	AVP, Accounting Bus & Fin Svcs	BusSVITSystems	7/1/2022
Metz, Starla R	AVP, Accelerated Programs	Academic Affairs	7/1/2022
Meyer, Heather N	Reference & Instr Librarian	Learning Resources	7/1/2022
Meyer, Julia M	Certification Testing Coord	Workforce/Professnl Developmnt	7/1/2022
Middleton, Natavia	Dean,Natural Science & Engr	Natural Science SE	7/1/2022
Miele, Morgan	Career & Academic Advisor	Registration SPG	7/1/2022
Miller, Christopher E	Career & Academic Advisor	Provost Office SE	7/1/2022
Miller, Elizabeth A	Grant Associate	Grant Development	7/1/2022
Millich, Michele L	IT Security Engineer	Information Systems	7/1/2022
Mitchell, Kelli A	Accessibility Svcs Coordinator	Provost Office SE	7/1/2022
Moeller, Karen	Payroll Manager	Payroll	7/1/2022
Mohammed, Raynier	Analyst/Programmer	Institutional Research/Effect	7/1/2022
Molinaro, Dana L	Student Support Coordinator	Financial Assistance Services	7/1/2022
Moody, Rachella W	Career & Academic Advisor	Counseling & Advisement CL	7/1/2022
Moody, Steven E	Director, Tech Support Svcs	Information Systems	7/1/2022
Moulton, Erica L	STEM Director	Natural Science SE	7/1/2022
Mulholland, Barbara	Program Director II	Dental Hygiene HC	7/1/2022
Mullin-Sawicki, Gretchen	ExecDir of Grants Development	Grant Development	7/1/2022
Munce, Nancy	Instructional Design Spec	Online Learning and Services	7/1/2022
Mundorff, Sheryl	Stud Success &Transfer Coord	Enrollment Management DO	7/1/2022
Murren, Sean R	College Placement Tsting Coord	Academic Affairs	7/1/2022
Myers, Breanna M	Athletics Coach	Athletics	7/1/2022
Newberry, Sheila A	(Acting) Program Director II	Health Information Mgmt HC	7/1/2022
Nguyen, Phi T	Manager of Org Development	Human Resources	7/1/2022
Nguyen, Shirley T	Senior Developer	Administrative Information Sys	7/1/2022
Nicholson, Jason I	Coord, StudentLife&Leadership	Associate Provost Office DT	7/1/2022
Owen, Clare E	Assistant Dean	Nursing HC	7/1/2022
Owens, Dale T	Career & Academic Advisor	Counseling & Advisement CL	7/1/2022
Palacios, Lisa M	Facilities Project Coordinator	Facilities&Institutional Svcs	7/1/2022
Pantelides, Sherry K	Coord, Early College/Dual Enrl	Early College/Dual Enrollment	7/1/2022
Patterson, Marika L	B2B Alliance Project Mgr	Institutional Research/Effect	7/1/2022
Pearl, Andre S	Career & Academic Advisor	Counseling & Advisement TS	7/1/2022
Pecchio, Kristin D	Career & Academic Advisor	Counseling & Advisement HC	7/1/2022
Pedicone, Christopher M	Purchasing Manager	Purchasing	7/1/2022
Perez, Monica E	Web Design & Dev Technologist	Marketing&StrategicCommunicatn	7/1/2022
Perfetti-Reid, Anjum W	Coord, StudentLife&Leadership	Student Activities HC	7/1/2022
Petrick, Patrick J	Project Technologist	Academic Affairs	7/1/2022
Phillips, Kimberly C	Scholar&Stu Fin Assist Officer	Financial Assistance Services	7/1/2022

Phoenix, Teresa L	Systems Analyst	Administrative Information Sys	7/1/2022
Pierre, Devona	Equity,Diversity&Inclusion Dir	President Office	7/1/2022
Pieterse, Faith	Admissions Recruiter	Enrollment Management DO	7/1/2022
Plamondon, Amy D	Scholar&Stu Fin Assist Officer	Financial Assistance Services	7/1/2022
Polk Jr, Robert O	PublicSafetyTrain&CareerDevDir	SE Public Safety Institute AC	7/1/2022
Ponjevic, Lejla	Career & Academic Advisor	Counseling & Advisement CL	7/1/2022
Porter, Julia M	Digital Designer	Marketing&StrategicCommunicatn	7/1/2022
Preisel, Soyoung L	Certificate Program Coord	Workforce/Professnl Developmnt	7/1/2022
Procaccio, Megan M	Articulations Outreach Spec	Workforce/Professnl Developmnt	7/1/2022
Rainwater, Kellye	Student Success Specialist	Provost Office TS	7/1/2022
Ralph III, James R	Career & Academic Advisor	Counseling & Advisement TS	7/1/2022
Ramos, Elian E	Career & Academic Advisor	Counseling & Advisement CL	7/1/2022
Reid, Ralph O	Associate Director OES	Human Resources Training	7/1/2022
Reiter, Gildred B	Student Support Manager	Provost Office SE	7/1/2022
Renc-Carter, Christine A	Executive Director, LRMA	Leepa/Rattner Museum	7/1/2022
Rewald, Charles P	Lab Operations Coordinator	Nursing HC	7/1/2022
Reynolds, Karen R	Dir, Procurement/Asset Mgmt	Accounting Services	7/1/2022
Rhaney, Leslie D	Scholar&Stu Fin Assist Officer	Financial Assistance Services	7/1/2022
Riggins, Kateka V	Career & Academic Advisor	Counseling & Advisement DT	7/1/2022
Rivera, Frances M	Career Readiness Navigator	Associate Provost Office HC	7/1/2022
Rivera, Jerrick M	Admissions Recruiter	Enrollment Management DO	7/1/2022
Roberts, Monica T	Student Support Coordinator	Associate Provost Office HC	7/1/2022
Robinson, Julie	Accessibility Svcs Coordinator	Accessibility Services/OSSD-TS	7/1/2022
Roldan, Carissa M	Career Readiness Navigator	Associate Provost Office TS	7/1/2022
Ross, April S	Titans-UP Project Coord	Academic Affairs	7/1/2022
Rossewey, Kara M	Grants Accountant	Accounting Services	7/1/2022
Rowe, Ayanna A	Student Success Specialist	Counseling & Advisement HC	7/1/2022
Sabourin, Sara A	Business Relationship Spec	Workforce/Professnl Developmnt	7/1/2022
Sager, Clara	Career & Academic Advisor	Registration SPG	7/1/2022
Saint-John, Karen E	Creative Services Manager	SPC-Downtown	7/1/2022
Saponare, Joseph N	Public Safety Dept Coordinator	Criminal Justice AC	7/1/2022
Scholing, Joy L	(Acting) Ref & Instruct Librn	Learning Resources	7/1/2022
Schrader-Smith, Kara L	Risk Management Coordinator	Facilities&Institutional Svcs	7/1/2022
Scott, Timothy M	Accountant/Business Manager	Resource Development DO	7/1/2022
Scott, William T	Asst Dir, Scholar&Stu Fin Asst	Financial Assistance Services	7/1/2022
Seay, Antonio R	Brother to Brother Program Mgr	Academic Affairs	7/1/2022
Sebastian, Cara L	Career & Academic Advisor	Counseling & Advisement DT	7/1/2022
Seiter, Sondra P	Grant Project Manager	Workforce/Professnl Developmnt	7/1/2022
Semones, Sarah	(Acting) Facilities AdminCoord	Facilities&Institutional Svcs	7/1/2022
Shaw, Marilyn R	Communications/PR Coordinator	Marketing&StrategicCommunicatn	7/1/2022
Shenofsky, Allison N	Veteran Affairs Coordinator	Veterans Services	7/1/2022
Shepard Jr, Melvin W	Grant Management Coordinator	Workforce/Professnl Developmnt	7/1/2022
Sherman, Cassandra M	Reference & Instruction Librn	Learning Resources	7/1/2022
Showers, Denotra L	Student Support Manager	Associate Provost Office SPG	7/1/2022
Shuler, Stephen	Instructional Support Tech	Online Learning and Services	7/1/2022
Sibbio, Ralph A	Program Dir II, EMS	Baccalaureate Programs	7/1/2022
Sintes, Nicholas M	Assistant Dir, State Programs	Financial Assistance Services	7/1/2022
Skryd, Jacqueline M	VP,WorkforceDevel&CorpRelation	Workforce/Professnl Developmnt	7/1/2022
Small, Janine P	Coord, Early College/Dual Enrl	Early College/Dual Enrollment	7/1/2022
Smalley, Nicole	Instructional Design Tech	Workforce/Professnl Developmnt	7/1/2022
Smiley, Joseph	Dean, Social & Behavioral Sci	Academic Affairs	7/1/2022
Smith Jr, Richard L	Facilities Project Coordinator	Facilities&Institutional Svcs	7/1/2022
Smith, Chaye R	Student Support Manager	Associate Provost Office DT	7/1/2022
Smith, Donna S	Multimedia Content Developer	Marketing&StrategicCommunicatn	7/1/2022
Smith, Pamela S	Legal Services Coordinator	College Attorney DO	7/1/2022
Smith, Shilo M	Reference & Instruction Librn	Learning Resources	7/1/2022
Smith, Todd	Executive Student Svcs Dir	Financial Assistance Services	7/1/2022
Solomon, Clara L	Assistant Director, Records	Admissions & Central Records	7/1/2022
Spatafora, Christopher M	Production Manager	SPC-Downtown	7/1/2022

Stanisic, Zoran	Executive Dir, Enterprise Sys	BusSVITSystems	7/1/2022
Stentiford, Deanna N	Dean, Coll of Health Sciences	Academic Affairs	7/1/2022
Stevens, Paul J	Mgr, Web Program & Support	Online Learning and Services	7/1/2022
Storay, Destinymarie A	Career Readiness Navigator	Counseling & Advisement DT	7/1/2022
Strickland, Mark F	Provost, SE	Academic Affairs	7/1/2022
Sullivan, Jonathan A	Technical Support Supervisor	Desktop Software Support	7/1/2022
Sutton, Molly S	Career & Academic Advisor	Provost Office SE	7/1/2022
Swift, Christopher	Instructional Project Mgr	Online Learning and Services	7/1/2022
Swink, Deborah	Executive Director of Dev	Resource Development DO	7/1/2022
Tanaka, Elise E	Museum Collect Mngr (Acting)	Leepa/Rattner Museum	7/1/2022
Tarver, Roslynn K	Scholar&Stu Fin Assist Officer	Financial Assistance Services	7/1/2022
Taylor, Brooke E	Career & Academic Advisor	Associate Provost Office SPG	7/1/2022
Tearett, Yalonda R	Career & Academic Advisor	Counseling & Advisement SPG	7/1/2022
Thiel, Janice L	Instructional Design Spec	Online Learning and Services	7/1/2022
Thomann, Vicky K	Grants Accountant	Accounting Services	7/1/2022
Thomas, Kory B	Program Director II	Physical Therapist Asst HC	7/1/2022
Thompson, Andy W	Scholar&Stu Fin Assist Officer	Financial Assistance Services	7/1/2022
Thompson, Brenda J	Grant Project Coordinator	Academic Affairs	7/1/2022
Trajkovska, Andrijana	Research Analyst	Institutional Research/Effect	7/1/2022
Trujillo, Angela E	Career & Academic Advisor	Counseling & Advisement DT	7/1/2022
Tsou, Pei Hua	Career & Academic Advisor	Enrollment Management DO	7/1/2022
Tucker, Fredrick W	Career & Academic Advisor	Counseling & Advisement TS	7/1/2022
Turner, Rebecca L	Ex. Asst to Pres & BOT Clerk	President Support	7/1/2022
Turner, Shanya M	Project Coord II, Project SAP	Academic Affairs	7/1/2022
Turtle, Jesse A	VP,InstAdvcmnt&ExecDirFoundatn	President Office	7/1/2022
Tymms, Magaly B	Dir, InstitutionlEffectiveness	Academic EffectivenessAssessmt	7/1/2022
Vasquez, Robert M	Senior Web Analyst/Programmer	Marketing&StrategicCommunicatn	7/1/2022
Vermeren, Paul R	Assoc Dir, Learning Resources	Learning Resources	7/1/2022
Vitale, Alisha	Dir, Customer Relationship Mgmt	Marketing&StrategicCommunicatn	7/1/2022
Walker, Gail E	Public Safety Training Coord	Florida Natl. Guard Grant - AC	7/1/2022
Walker, Karen R	Instructional Design Tech	Online Learning and Services	7/1/2022
Washington, Natalie L	Career & Academic Advisor	Workforce/Professnl Developmnt	7/1/2022
Weaver, Barbara M	Coord, StudentLife&Leadership	Associate Provost Office SPG	7/1/2022
Welsh, Joshua S	Sr Web Analyst/Programmer	Online Learning and Services	7/1/2022
Westergard, Victoria L	Exec Dir, Instruc Design & Dev	Online Learning and Services	7/1/2022
Westervelt, Thomas	Principle Database Admin	Administrative Information Sys	7/1/2022
Westlund, Margo M	Budget Specialist	Budgeting & Compliance	7/1/2022
White, David G	Student Success Specialist	Admissions & Central Records	7/1/2022
White, Scott B	Athletics Coach	Athletics	7/1/2022
Wilborn, Paul L	ExecDir,Palladium	Palladium	7/1/2022
Wilkes, Lisa C	Digital Designer	Marketing&StrategicCommunicatn	7/1/2022
Wilkins, Pamela A	Sr Academic Program Coord	College of Education	7/1/2022
Williams II, Aundra	Career Readiness Navigator	Associate Provost Office SE	7/1/2022
Williams, Fabre L	Career Readiness Navigator	Associate Provost Office SPG	7/1/2022
Woods, Benjamin M	Career & Academic Advisor	Student Support Services SE	7/1/2022
Woods, Vonda L	Director, Accounting Services	Business Services	7/1/2022
Wortock, Jacob C	Director, Recruitment Services	Student Support Services SE	7/1/2022
Wright, Nikishea A	Project Manager	Academic Affairs	7/1/2022
Wright-Greene, Darryl	Chief Human Res & Talent Off	Human Resources DO	7/1/2022
Wyatt, Stephanie N	Mgr Captionist / Sign Lang Int	Accessibility Services	7/1/2022
York, Deborah D	Project Manager	Student Services	7/1/2022
Zeigler, Jeff A	Accessibility Svcs Coordinator	Accessibility Services	7/1/2022
Ziemak, Kellie A	ExecDirStuAffairs&EnrolmtMgmt	Academic Affairs	7/1/2022
Basta, Marianne	Scholar&Stu Fin Assist Officer	Financial Assistance Services	7/25/2022
Goodfellow, John A	Exec Dir, IT Infra/CISO	Information Systems	7/25/2022
Halstead, Ryan	Principal, Collegiate HS @ TS	Academic Affairs	7/1/2022
Milkunic, Edvin	Information Technology Analyst	Information Systems	7/25/2022
Watts, Dean Patricia d	Career Readiness Navigator	Associate Provost Office CL	7/1/2022
Williams, Yvonne G	Associate Provost, MT	Associate Provost Office DT	7/25/2022

Echols, Chelsea B	Scholar&Stu Fin Assist Officer	Financial Assistance Services	7/25/2022
Sherman, Kassandra M	Reference & Instruction Librn	Learning Resources	7/25/2022
Silvers, Stefanie C	Accessibility Svcs Coordinator	Associate Provost Office DT	7/25/2022

HIRE Budgeted Career Service			
Name	Title	Department/Location	Effective Date
Atkisson, James N	Sr Tech Support Specialist	Desktop Software Support	7/25/2022
Campbell, Andrew	Assistant House Manager	Palladium	7/5/2022
Stevenson, Glenn P	Museum Preparator	Provost Office TS	7/25/2022
Zaldana, Anthony	Technology Support Specialist	Desktop Software Support	7/11/2022
Perkett, Amy E	Technology Support Specialist	Desktop Software Support	7/11/2022
Reynolds, Eric T	Technology Support Specialist	Help Desk Technical Support	7/11/2022
Pawlowicz, Stephanie M	Faculty	Provost Office TS	7/25/2022

TRANSFER/PROMOTION Budgeted Career Service			
Name	Title	Department/Location	Effective Date
Ajazi, Rita	Sr Administrative Svcs Assist	Academic Affairs	7/1/2022
Albright, Sandra R	Accounting Support Specialist	Financial Assistance Services	7/1/2022
Algarin, Joseph M	Sr Tech Support Specialist	Desktop Software Support	7/1/2022
Allen, Tara L	Student Support Advisor	Special Programs/Intl Educ DO	7/1/2022
Almeyda Ferrer, Jose	Facilities Technician	Maintenance Services HC	7/1/2022
Almeyda, Omayra	Custodian	Custodial Services SE	7/1/2022
Altman, Robert A	Sr Security Officer	Campus Security HC	7/1/2022
Alvarez, Martha A	Administrative Svcs Specialist	Provost Office SPG	7/1/2022
Alvarez, Michael J	Facilities Specialist	Telecommunications Network	7/1/2022
Anchundia, Rosa	Custodian	Custodial Services SPG	7/1/2022
Anderson, Eric D	Facilities Technician	Maintenance Services SE	7/1/2022
Antonetti, Santos A	Security Officer	Campus Security SPG	7/1/2022
Arifov, Ahmed	Custodian	Custodial Services SPG	7/1/2022
Arnold, David A	Technology Support Specialist	Desktop Software Support	7/1/2022
Arroyo, Alquimides	Campus Safety Officer	Campus Security TS	7/1/2022
Arthur, Joanne D	Sr Library Svcs Technician	Learning Resources	7/1/2022
Avery, William	Security Officer	Campus Security CL	7/1/2022
Bambery, Kathleen H	Student Support Specialist	Associate Provost Office HC	7/1/2022
Banchs, Harry	Sr Custodial Supervisor	Custodial Services AC	7/1/2022
Banchs, Wanda I	Custodial Supervisor	Custodial Services TS	7/1/2022
Barber, Vincent P	Materials Mgmt Supervisor	Facilities&Institutional Svcs	7/1/2022
Bartolotti, Sheryl L	Administrative Svcs Specialist	Provost Office SE	7/1/2022
Barton, Ronald C	Facilities Technician	Maintenance Services CL	7/1/2022
Bates, Matthias	Sr Materials Mgmt Specialist	Asset Management	7/1/2022
Beach, Emma L	Enrollment Specialist	Academic Affairs	7/1/2022
Beasey, Kimberly A	Executive Admin Svc Specialist	Academic Affairs	7/1/2022
Beasley, Daniel P	Sr Security Officer	Campus Security CL	7/1/2022
Beauchamp, Brent K	Multimedia Services Specialist	Marketing&StrategicCommunicatn	7/1/2022
Becker, Beth	Administrative Svcs Specialist	Student Activities TS	7/1/2022
Begetis, Dimitrios	Sr InstructionalSupportSpeclst	Mathematics TS	7/1/2022
Beggins, John M	Sr Security Officer	Campus Security DO	7/1/2022
Benjamin, David K	Senior Facilities Specialist	Maintenance Services SPG	7/1/2022
Benkert, Walter J	Custodian	Custodial Services SPG	7/1/2022
Berry, Jarred W	Facilities Technician	Maintenance Services TS	7/1/2022
Berry, Joseph P	Security Supervisor	Campus Security CL	7/1/2022
Berry, Misty R	Sr Administrative Svcs Speclst	Resource Development DO	7/1/2022
Berthiaume, Frederic	Administrative Svcs Specialist	Social & Behavioral Science CL	7/1/2022
Betts, Yulonder B	Student Support Advisor	Provost Office SPG	7/1/2022
Biglin, Rebecca J	Sr Administrative Svcs Speclst	Facilities&Institutional Svcs	7/1/2022

Blackman, Christina L	Student Support Advisor	Student Support Services SE	7/1/2022
Bluhm, Lisa A	Student Support Specialist	Counseling & Advisement CL	7/1/2022
Boebel, Richard E	Custodian	Custodial Services CL	7/1/2022
Bogan, Jerrosha	Student Support Advisor	Financial Assistance Services	7/1/2022
Boyd, Dale H	Sr Tech Support Specialist	Administrative Information Sys	7/1/2022
Boylson, Kathleen G	Administrative Svcs Specialist	Nursing HC	7/1/2022
Brandt, Carol L	Sr Administrative Svcs Speclst	Provost Office SE	7/1/2022
Bredeson, Terra	Sr Administrative Svcs Speclst	Nursing HC	7/1/2022
Brierton, Jason T	Instructional Supp Specialist	Learning Resources	7/1/2022
Brighton, Lee A	Facilities Supervisor	Maintenance Services TS	7/1/2022
Brown, Kathi	Administrative Svcs Specialist	NTPI/WMD Grant - AC	7/1/2022
Brown, Sara L	Administrative Svcs Specialist	Academic Affairs	7/1/2022
Brownlee, Jade C	Instructional Supp Specialist	Learning Resources	7/1/2022
Brusko, Sivilai K	Administrative Svcs Specialist	Learning Mgt Network Sys	7/1/2022
Buedel, Linda J	Landscaper Supervisor	Landscape Services SPG	7/1/2022
Bui, Anh V	Custodian	Custodial Services SPG	7/1/2022
Burgos, Maria I	Administrative Svcs Specialist	Financial Assistance Services	7/1/2022
Burrows, Pamella M	Sr Administrative Svcs Assist	Learning Resources	7/1/2022
Burt, Eddie J	Custodian	Custodial Services SPG	7/1/2022
Buschlen, Sarah L	Administrative Svcs Assistant	Admissions & Central Records	7/1/2022
Bush-Williams, Donna L	Administrative Svcs Specialist	Communications SE	7/1/2022
Byers, Terry	Accounting Support Specialist	Workforce/Professnl Developmnt	7/1/2022
Byrne Peterson, Siobhan M	Administrative Svcs Specialist	Natural Science TS	7/1/2022
Cage, Bianca F	Student Support Advisor	Special Programs/Intl Educ DO	7/1/2022
Calvert, Tammie S	Accounting Support Supervisor	Business Services	7/1/2022
Camarra, Nicholas J	Sr Landscaper	Landscape Services DO	7/1/2022
Cambridge, Rita F	Sr Library Svcs Technician	Learning Resources	7/1/2022
Campbell, Wendell K	Sr Security Officer	Campus Security SPG	7/1/2022
Cao, Thang K	Lead Custodian	Custodial Services SPG	7/1/2022
Cao, Thuc T	Sr InstructionalSupportSpeclst	Communications SPG	7/1/2022
Capek, Catherine T	Sr Instructional Support Spec	Learning Resources	7/1/2022
Capobianco, Marco A	Technology Support Specialist	Academic Affairs	7/1/2022
Carcich, Michael J	Facilities Specialist	Facilities Construction & Plan	7/1/2022
Carr, Julie L	Administrative Svcs Specialist	Workforce/Professnl Developmnt	7/1/2022
Carroll, Nicole K	Student Support Advisor	Financial Assistance Services	7/1/2022
Castellanos, Susana C	Sr Administrative Svcs Speclst	College Attorney DO	7/1/2022
Chambers, Melissa H	Technology Support Specialist	Humanities & Fine Arts SPG	7/1/2022
Chan, Yim W	Sr Library Svcs Technician	Learning Resources	7/1/2022
Chandler, Richard L	Facilities Specialist	Maintenance Services DO	7/1/2022
Chang, Linda S	Administrative Svcs Specialist	Academic Affairs	7/1/2022
Charleston, Jody	Training and Develop Partner	Human Resources Training	7/1/2022
Chen, Jennifer M	Administrative Svcs Specialist	Athletics	7/1/2022
Cheskidova, Svetlana I	Instructional Supp Specialist	Learning Resources	7/1/2022
Chisom, KeAndre J	Student Support Advisor	Student Services	7/1/2022
Chitikov, Irene	Administrative Svcs Specialist	International Program	7/1/2022
Cinquini, Janet	Custodian	Custodial Services SE	7/1/2022
Cintron, Moises A	Custodian	Custodial Services SPG	7/1/2022
Cirri, Marilyn	Sr Administrative Svcs Speclst	College of Education	7/1/2022
Clark, Carol M	Instructional Supp Specialist	Learning Resources	7/1/2022
Clark, Donathon S	Sr Landscaper	Landscape Services TS	7/1/2022
Clarke, Heather M	HR Talent Acquisition Partner	Human Resources Emp Support	7/1/2022
Clarke, Wendy M	Accounting Support Specialist	Registration/BusinessOffice DO	7/1/2022
Clay, Gary R	Facilities Specialist	Maintenance Services HC	7/1/2022
Coelho, Marina D	Learning Resources Supervisor	Learning Resources	7/1/2022
Cole, Frank T	Landscaper	Landscape Services SPG	7/1/2022
Coleman, Carol A	Library Svcs Paraprofessional	Learning Resources	7/1/2022
Colon Rodriguez, Glenda	Custodian	Custodial Services SE	7/1/2022
Condie, Lori M	Administrative Svcs Specialist	Academic Affairs	7/1/2022
Conlin, Mindy K	Administrative Svcs Assistant	Registration SPG	7/1/2022

Conrad, Jacob J	Facilities Technician	Maintenance Services TS	7/1/2022
Consolver, Kenneth E	Custodian	Custodial Services DO	7/1/2022
Conte, Michelle E	Sr Administrative Svcs Assist	Admissions & Central Records	7/1/2022
Cooper, Sonya	Custodian	Custodial Services SPG	7/1/2022
Coovert, Pamela B	Sr InstructionalSupportSpeclst	Learning Resources	7/1/2022
Corona, Adrian E	Sr Tech Support Specialist	Information Systems	7/1/2022
Corry, Kimberly A	Administrative Svcs Specialist	Early College/Dual Enrollment	7/1/2022
Cotto-Pizarro, Ana C	Administrative Svcs Specialist	Early College/Dual Enrollment	7/1/2022
Cowling, Chad A	Sr Tech Support Specialist	Desktop Software Support	7/1/2022
Crapple, Charles C	Custodian	Custodial Services CL	7/1/2022
Crepeau, Jack	Instructional Supp Specialist	Learning Resources	7/1/2022
Crew III, Seward B	Senior Facilities Specialist	Facilities Construction & Plan	7/1/2022
Crews, Michael J	Sr InstructionalSupportSpeclst	Learning Resources	7/1/2022
Cromartie, Linsey R	Student Support Advisor	Financial Assistance Services	7/1/2022
Cullinan, Bobbi L	Sr Administrative Svcs Speclst	Learning Resources	7/1/2022
Custode, Fiore P	Sr Landscaper	Landscape Services CL	7/1/2022
Davies, Matthew B	Facilities Supervisor	Facilities&Institutional Svcs	7/1/2022
Davis, Mildred M	Sr Administrative Svcs Speclst	Provost Office CL	7/1/2022
Debroka, John F	Lead Custodian	Custodial Services SE	7/1/2022
Dempsey, Latavia A	Senior Data Mgmt Specialist	Provost Office SPG	7/1/2022
Desantis, Matthew S	Technology Support Specialist	Desktop Software Support	7/11/2022
Deschamps, Mary A	Accessibility Technician	Accessibility Services	7/1/2022
Dick, Alan R	Security Supervisor	Campus Security SPG	7/1/2022
Diep, Tinh A	Administrative Svcs Specialist	Administrative Information Sys	7/1/2022
Dillinger, John	Facilities Specialist	Maintenance Services CL	7/1/2022
Dimick, Travis L	Technology Support Specialist	Accessibility Services	7/1/2022
Donaldson, Allissia L	Administrative Svcs Specialist	Communications SPG	7/1/2022
Doubleday, Scott A	Facilities Specialist	Facilities Construction & Plan	7/1/2022
Downen, David	Senior Facilities Specialist	Facilities Construction & Plan	7/1/2022
Dukes, Victor G	Sr Security Officer	Campus Security TS	7/1/2022
Duncan, Amber L	Sr Administrative Svcs Speclst	Academic Affairs	7/1/2022
Duncan, Deanna	Sr Administrative Svcs Speclst	Associate Provost Office AC	7/1/2022
Dupes, Alan W	Accounting Support Specialist	Registration/BusinessOffice DO	7/1/2022
Dupes, Jenny A	Instructional Supp Specialist	Learning Resources	7/1/2022
Dykes, Lauren C	Instructional Supp Specialist	Learning Resources	7/1/2022
Estrella, Maritza	Custodial Supervisor	Custodial Services HC	7/1/2022
Fabiszewski, Jeffrey J	Sr Administrative Svcs Assist	Humanities & Fine Arts CL	7/1/2022
Falgoust, Debbie L	Graphic Designer	Marketing&StrategicCommunicatn	7/1/2022
Falone, Robin D	Administrative Svcs Specialist	Accessibility Services	7/1/2022
Farren, William	Senior Facilities Specialist	Maintenance Services SPG	7/1/2022
Ferguson, Teresca V	Administrative Svcs Specialist	Workforce/Professnl Developmnt	7/1/2022
Filson, Patrick W	Sr Security Officer	Campus Security DO	7/1/2022
Fisher, Patricia A	Sr Landscaper	Landscape Services SE	7/1/2022
Fitzgerald, Paula	Materials Mgmt Assistant	Mail & Distribution DO	7/1/2022
Folsom, Chloe O	Student Supp Spec	College Student Supp Svcs DO	7/1/2022
Forbes, Wayne	Security Officer	Campus Security SPG	7/1/2022
Ford, Kadell	Administrative Svcs Specialist	RCPI/COPS Grant - AC	7/1/2022
Fowler Jr, Charles E	Facilities Specialist	Facilities Construction & Plan	7/1/2022
Franciszewicz, Thadine S	Instructional Supp Specialist	College of Computer & InfoTech	7/1/2022
Fromentin, Fruldy	Instructional Supp Specialist	Learning Resources	7/1/2022
Fuentes, Francine A	Administrative Svcs Specialist	College of Education	7/1/2022
Fuller, Darlene M	Sr Materials Mgmt Specialist	Asset Management	7/1/2022
Fullerton, Barbara G	CRM Specialist	Marketing&StrategicCommunicatn	7/1/2022
Fulton, Robert D	Information Tech Specialist	Information Systems - Network	7/1/2022
Gaffrey, Kevin A	Student Support Specialist	Associate Provost Office CL	7/1/2022
Garcia Lopez, Carla	Student Support Assistant	Learning Resources	7/1/2022
Garcia, Maoly N	Student Support Specialist	Financial Assistance Services	7/1/2022
Gausling, Dawn M	Sr Administrative Svcs Assist	Admissions & Central Records	7/1/2022
Gaytan, Kendra S	Student Support Specialist	Financial Assistance Services	7/1/2022

Gerhardt, Robert W	Senior Facilities Specialist	Maintenance Services SE	7/1/2022
Geving, Sandra	Accounting Support Specialist	Accounting Services	7/1/2022
Glover, Zelma L	Accounting Support Technician	Accounting Services	7/1/2022
Gobeil, Joseph M	Custodian	Custodial Services SE	7/1/2022
Gonzalez Franco, Eric J	Student Support Specialist	Admissions & Central Records	7/1/2022
Gonzalez, Karla A	Technology Support Specialist	Desktop Software Support	7/1/2022
Gonzalez, Virginia	Custodian	Custodial Services DO	7/1/2022
Graham, Joshua D	Administrative Svcs Specialist	Provost Office TS	7/1/2022
Green, Tamica D	Student Support Advisor	Student Services	7/1/2022
Gregory, Thomas E	Risk Management Specialist	Facilities&Institutional Svcs	7/1/2022
Grochala, Jacek	Custodial Supervisor	Custodial Services DO	7/1/2022
Groff, Frank D	Project Videographer	Online Learning and Services	7/1/2022
Guzman, Norma A	Custodian	Custodial Services CL	7/1/2022
Hall, Robert L	Instructional Supp Specialist	Accessibility Services/OSSD-SP	7/1/2022
Hancock, Gloria	Senior Data Mgmt Specialist	Provost Office TS	7/1/2022
Hannah, Tikiia N	Sr Administrative Svcs Assist	College of Computer & InfoTech	7/1/2022
Harris, Don S	Sr Administrative Svcs Assist	Admissions & Central Records	7/1/2022
Harth, Gigi L	Student Support Advisor	Special Programs/Intl Educ DO	7/1/2022
Hebert, Sandra M	Sr Administrative Svcs Speclt	Academic Affairs	7/1/2022
Hemsley, Brian T	Campus Safety Officer	Campus Security HC	7/1/2022
Herrera-Medina, Juan J	Student Support Advisor	Student Support Services - SP	7/1/2022
Herzog, Casper A	Security Officer	Campus Security TS	7/1/2022
Hicks, Brittany E	Administrative Svcs Specialist	Marketing&StrategicCommunicatn	7/1/2022
Hicks, Gwendlynn A	Executive Admin Svc Specialist	Academic Affairs	7/1/2022
Hill, Benjamin C	Information Tech Specialist	Network Systems Support	7/1/2022
Hill, Michael	Security Officer	Campus Security SPG	7/1/2022
Hoang, Trinh	Custodian	Custodial Services AC	7/1/2022
Hofman, Maciej J	Custodian	Custodial Services HC	7/1/2022
Holcombe, Roderick W	Custodian	Custodial Services TS	7/1/2022
Huguley, Jason B	Facilities Specialist	Facilities Construction & Plan	7/1/2022
Hurley, Tera H	Student Support Advisor	SSS TRIO Grant - DO	7/1/2022
Hutchinson, Jessica A	Materials Mgmt Assistant	Mail & Distribution DO	7/1/2022
Hutchinson, Richard A	Materials Mgmt Specialist	Facilities Construction & Plan	7/1/2022
Huynh, Hoa K	Custodian	Custodial Services SPG	7/1/2022
Huynh, Ngan T	Custodian	Custodial Services TS	7/1/2022
Huynh, Richard	Security Officer	Campus Security CL	7/1/2022
Huynh, Tai S	Custodian	Custodial Services CL	7/1/2022
Huynh, Tien V	Custodian	Custodial Services SPG	7/1/2022
Ibrahim, Sara	Employment & Internship Spec	Workforce/Professnl Developmnt	7/1/2022
Jackson, Lee M	Campus Security Officer	Campus Security SPG	7/1/2022
Jacobs, Dahee	Sr InstructionalSupportSpeclst	Learning Resources	7/1/2022
James, Lisa M	Administrative Svcs Specialist	Social & Behavioral Science TS	7/1/2022
Jaquez, Cruz	Custodian	Custodial Services HC	7/1/2022
Javier, Jonathan S	Security Officer	Campus Security SE	7/1/2022
Javier, Veronica S	Administrative Svcs Specialist	Provost Office SE	7/1/2022
JeanJoseph, Raoul	Custodian	Custodial Services HC	7/1/2022
Jefferson, Andrew	Lead Custodian	Custodial Services CL	7/1/2022
Johnson, Bruce D	Facilities Specialist	Maintenance Services SPG	7/1/2022
Johnson, Janise	HR Benefits Coordinator	Human Resources Ben Support	7/1/2022
Johnson, Joslynn T	Talent Acquisition Specialist	Human Resources Employment	7/1/2022
Jones, Donovan L	Technology Support Specialist	Desktop Software Support	7/1/2022
Kanyock, Steven M	Custodian	Custodial Services SPG	7/1/2022
Kapteina, Fred	Landscaper	Landscape Services SPG	7/1/2022
Keegan, Lori A	Materials Mgmt Specialist	Purchasing Support	7/1/2022
Kennedy, Mary E	Graphic Designer	Online Learning and Services	7/1/2022
Kimsey, Wanda L	Student Support Specialist	Counseling & Advisement CL	7/1/2022
Kindavong, Danny C	Technology Support Specialist	Desktop Software Support	7/1/2022
Kleser, Jacob D	Library Services Technician	Learning Resources	7/1/2022
Knezevic, Radomir	Custodian	Custodial Services SPG	7/1/2022

Knoblauch, Dianna L	Student Support Specialist	Financial Assistance Services	7/1/2022
Kowley, John F	Facilities Specialist	Maintenance Services SE	7/1/2022
Krasniqi, Ardiana	Executive Assistant	Financial Assistance Services	7/1/2022
Kraus, Ryan C	Academic Records Specialist	Admissions & Central Records	7/1/2022
Krischer, Rebecca L	Laboratory Specialist	Natural Science SE	7/1/2022
Kurtz, Sabrina	Student Support Advisor	Financial Assistance Services	7/1/2022
LaPierre, Mary E	Student Support Specialist	Financial Assistance Services	7/1/2022
Laca, Marina T	Administrative Svcs Specialist	Baccalaureate Programs	7/1/2022
Lamborn, Mary Jo	Sr InstructSuppSpeclst	Learning Resources	7/1/2022
Larrea, Miriam C	Administrative Svcs Specialist	Nursing HC	7/1/2022
Lastorka, Sean S	Instructional Supp Specialist	Learning Resources	7/1/2022
Laubengeyer, Michael A	Custodian	Custodial Services SE	7/1/2022
Le, Long Q	Lead Custodian	Custodial Services DO	7/1/2022
Leatham, Stephen	Facilities Technician	Maintenance Services TS	7/1/2022
Lebitsch, Anna L	Student Support Specialist	Provost Office TS	7/1/2022
Lee, Matthew K	Graphic Designer	Public Policy & Legal Studies	7/1/2022
Lester, Zeljka	Administrative Svcs Specialist	Associate Provost Office DT	7/1/2022
Lloyd, George E	Train & Dev Design Facilitator	Academic Affairs	7/1/2022
Lordahl, Lisa A	Administrative Svcs Specialist	Associate Provost Office HC	7/1/2022
Lovely, Marilyn L	Sr Administrative Svcs Speclst	College of Education	7/1/2022
Lowe, Kevin M	Landscaper	Landscape Services SE	7/1/2022
Ludovici, Mary L	CCAMPIS Acct Supp Specialist	Academic Affairs	7/1/2022
Luong, Tuan	Custodian	Custodial Services SPG	7/1/2022
Lynch, Laurel	Sr Administrative Svcs Assist	Natural Science SE	7/1/2022
Mackay, Cathi B	Student Support Specialist	Learning Resources	7/1/2022
Mackey, Rose M	Administrative Svcs Specialist	Student Activities CL	7/1/2022
Maldonado, Jacqueline C	Materials Mgmt Assistant	Facilities Services TS	7/1/2022
Malkin, Mark L	Information Tech Specialist	Network Systems Support	7/1/2022
Malkin, Sandra	Administrative Svcs Specialist	Health Services Mgmt HC	7/1/2022
Marth, Stacy N	Technology Support Specialist	Help Desk Technical Support	7/1/2022
Martin, Kelly	Administrative Svcs Specialist	Mathematics SPG	7/1/2022
Martinez, Erika G	Administrative Svcs Specialist	Provost Office TS	7/1/2022
Martinez, John P	Bus Operator	Facilities Services SPG	7/1/2022
Marus, James L	Sr Security Officer	Campus Security TS	7/1/2022
Marzola, Sharon	Student Support Advisor	Financial Assistance Services	7/1/2022
Mauter, Sarah E	Student Support Advisor	Veterans Services	7/1/2022
May, Thomas C	Facilities Technician	Maintenance Services SPG	7/1/2022
Mazza II, Nicholas C	Instructional Supp Specialist	Learning Resources	7/1/2022
McBride, Melinda S	Sr Library Svcs Technician	Learning Resources	7/1/2022
McDade, Irene B	Administrative Svcs Specialist	Veterinary Technology	7/1/2022
McGough, Patrick R	Sr InstructionalSupportSpeclst	Learning Resources	7/1/2022
McNeilly, Kevin D	Security Officer	Campus Security SPG	7/1/2022
Miles, Sharon K	Sr Administrative Svcs Assist	Respiratory Care HC	7/1/2022
Miller, Regina A	Sr Tech Support Specialist	Accessibility Services/VEA-CL	7/1/2022
Mohr III, Robert R	Research Specialist	Academic EffectivenessAssessmt	7/1/2022
Molodecki-Gil, Humilse S	Custodian	Custodial Services CL	7/1/2022
Moore, Michael D	Technology Support Specialist	Desktop Software Support	7/1/2022
Mott, Elizabeth	Sr Administrative Svcs Speclst	Workforce/Professnl Developmnt	7/1/2022
Mulligan, Nina M	Sr Library Svcs Technician	Learning Resources	7/1/2022
Murphy, Mark T	Facilities Specialist	Facilities Construction & Plan	7/1/2022
Murren, Stephanie	Administrative Svcs Specialist	Provost Office SE	7/1/2022
Neary, Jamie P	Materials Mgmt Specialist	Facilities Construction & Plan	7/1/2022
Newell, Rebecca K	Sr Administrative Svcs Speclst	Communications TS	7/1/2022
Newton, Brigitte D	Student Support Assistant	Associate Provost Office MT	7/1/2022
Ngo, Duc Thinh V	Custodian	Custodial Services SPG	7/1/2022
Ngo, Phong Q	Custodian	Custodial Services SPG	7/1/2022
Nguyen, Hinh V	Custodian	Custodial Services SPG	7/1/2022
Nguyen, Hung T	Custodian	Custodial Services SPG	7/1/2022
Nguyen, Kavin K	Custodian	Custodial Services SPG	7/1/2022

Nguyen, Tuan	Custodian	Custodial Services DO	7/1/2022
Niemann, Faith D	Accounting Support Specialist	Registration/BusinessOffice DO	7/1/2022
Norton, Keith T	Facilities Specialist	Facilities Construction & Plan	7/1/2022
O'Bryant, Kristen	Administrative Svcs Specialist	Workforce/Professnl Developmnt	7/1/2022
O'Keefe, Kevin M	Sr Administrative Svcs Assist	Admissions & Central Records	7/1/2022
Oriol, Russell	Sr InstructionalSupportSpeclst	College of Computer & InfoTech	7/1/2022
Ortega, Joseph N	Student Support Advisor	Financial Assistance Services	7/1/2022
Ortiz, Justin	Sr InstructionalSupportSpeclst	Learning Resources	7/1/2022
Osler, Haleigh	Sr Administrative Svcs Speclst	Financial Assistance Services	7/1/2022
Owens, Megan M	Laboratory Specialist	Natural Science SPG	7/1/2022
Pacheco, Danery S	Library Svcs Paraprofessional	Learning Resources	7/1/2022
Pagan, Norberto	Sr Landscaper	Landscape Services HEC	7/1/2022
Palmer, Daniel J	Facilities Specialist	Facilities Construction & Plan	7/1/2022
Panebianco, Nicholas	Accounting Support Specialist	Accounts Payable	7/1/2022
Panov, Sharon B	Sr Administrative Svcs Speclst	Public Policy & Legal Studies	7/1/2022
Papadopoulos, Kathy L	Security Officer	Campus Security SE	7/1/2022
Parham, Jamell M	Technology Support Specialist	Desktop Software Support	7/1/2022
Parrott, Gloria D	Student Support Advisor	International Program	7/1/2022
Passmore, Mark T	Accounting Support Specialist	Accounts Payable	7/1/2022
Peguero, Maria E	Sr Administrative Svcs Assist	Student Activities AC	7/1/2022
Pellerin, Sherry A	Executive Admin Svc Specialist	President Support	7/1/2022
Penzotti, Michael A	Sr Landscaper	Landscape Services AC	7/1/2022
Perez, Gwendolyn P	Technology Support Specialist	Help Desk Technical Support	7/1/2022
Perez, Yolanda	Administrative Svcs Assistant	Provost Office SPG	7/1/2022
Perrotta, Stepheny N	Technology Support Specialist	Enrollment Management DO	7/1/2022
Pettay, Michael J	Facilities Technician	Maintenance Services AC	7/1/2022
Pham, Chien V	Custodian	Custodial Services SPG	7/1/2022
Pham, Loan	Custodian	Custodial Services SPG	7/1/2022
Pham, Long T	Custodian	Custodial Services SE	7/1/2022
Pham, My H	Sr Administrative Svcs Assist	Student Activities HC	7/1/2022
Pham, Phuc V	Custodian	Custodial Services SE	7/1/2022
Philbrook, Matthew R	Research Specialist	Enrollment Management DO	7/1/2022
Pinckney, Matthew T	Enrollment Specialist	Academic Affairs	7/1/2022
Planchet, Pierre A	Sr Security Officer	Campus Security SE	7/1/2022
Poulin, Caroline	Sr InstructionalSupportSpeclst	Accessibility Services/OSSD-SP	7/1/2022
Pugh, Latiki	Custodian	Custodial Services AC	7/1/2022
Raiford, Moreya A	Administrative Svcs Specialist	Student Activities SPG	7/1/2022
Ray, Manuel J	Sr Security Officer	Campus Security DT	7/1/2022
Regnier, Ralph	Student Support Specialist	International Program	7/1/2022
Renninger, Grace M	Instructional Supp Specialist	Learning Resources	7/1/2022
Reyes-Contreras, Noraima M	Accounting Support Specialist	Financial Assistance Services	7/1/2022
Reynolds, Dalton	Enrollment Specialist	Academic Affairs	7/1/2022
Rhaney, Tanyale M	Sr Administrative Svcs Speclst	SPC-Downtown	7/1/2022
Rice, Jessica L	Veterinary Technician	Veterinary Technology	7/1/2022
Rickerman, Elizabeth A	Sr Administrative Svcs Speclst	Provost Office HC	7/1/2022
Rivera, Michael J	Performance Audio Manager	Palladium	7/1/2022
Roberts, Robert	Senior Facilities Specialist	Maintenance Services SPG	7/1/2022
Roberts, Sherry T	Administrative Svcs Specialist	Associate Provost Office MT	7/1/2022
Rodriguez, Erik	Custodian	Custodial Services TS	7/1/2022
Rodriguez, Joseph L	Custodian	Custodial Services SE	7/1/2022
Rodwell, Karen L	Administrative Svcs Specialist	Registration SPG	7/1/2022
Rome, Richard J	Sr Technlgy Support Specialist	College of Education	7/1/2022
Roper, Patricia N	Administrative Svcs Specialist	College of Education TS	7/1/2022
Roundtree, Johnny	Facilities Technician	Maintenance Services SPG	7/1/2022
Royal, Rickie M	Administrative Svcs Specialist	Ethics SPG	7/1/2022
Russell, Diamond	Sr Administrative Svcs Speclst	Baccalaureate Programs	7/1/2022
Ryan, Jamie M	Sr Administrative Svcs Speclst	SE Public Safety Institute AC	7/1/2022
Sadlowski, Eric A	Sr Security Officer	Campus Security SPG	7/1/2022
Sager, Jessica A	HR Benefits Specialist	Human Resources Benefits	7/1/2022

Salmon, Diane C	Sr Administrative Svcs Speclst	Workforce/Professnl Developmnt	7/1/2022
Samay, Robert J	Senior Facilities Specialist	Maintenance Services HC	7/1/2022
Sandifer, Emily	Instructional Supp Specialist	Learning Resources	7/1/2022
Sarcone, Danice M	Instructional Supp Specialist	Academic Affairs	7/1/2022
Sauer, Kristin N	Marketing Support Specialist	Marketing&StrategicCommunicatn	7/1/2022
Schleper, Thomas C	Accounting Support Technician	Business Office SPG	7/1/2022
Seay, Cynthia D	Academic Records Specialist	Admissions & Central Records	7/1/2022
Segura-Vargas, Alexannie P	Sr Administrative Svcs Assist	SSS TRIO Grant - DO	7/1/2022
Shabat, David	Sr InstructionalSupportSpeclst	Institutional Research/Effect	7/1/2022
Shala, Merita	Student Support Advisor	Financial Assistance Services	7/1/2022
Shanmugam, Geetha	Administrative Svcs Specialist	Associate Provost Office HC	7/1/2022
Sharpe, Dwayne Ron K	Administrative Svcs Specialist	Provost Office CL	7/1/2022
Sheehy, Steven P	Facilities Supervisor	Facilities&Institutional Svcs	7/1/2022
Shelton, Pamela K	Sr Administrative Svcs Speclst	Facilities&Institutional Svcs	7/1/2022
Sheppard, Angelica Y	Sr Library Svcs Technician	Learning Resources	7/1/2022
Shoffner, John C	Facilities Supervisor	Facilities&Institutional Svcs	7/1/2022
Simmons, Bonnie J	Laboratory Specialist	Natural Science TS	7/1/2022
Simmons, Harold M	Custodial Supervisor	Custodial Services SPG	7/1/2022
Skyrm, Catherine B	Sr Administrative Svcs Speclst	Associate Provost Office HC	7/1/2022
Slaughter, Gerald Z	Security Officer	Campus Security SPG	7/1/2022
Smith, Doron D	Library Services Technician	Learning Resources	7/1/2022
Smith, Franklin C	Sr InstructionalSupportSpeclst	Communications SPG	7/1/2022
Smith, Madeline M	Administrative Svcs Specialist	Student Activities SE	7/1/2022
Smith, McKenzie B	Instructional Supp Specialist	Humanities & Fine Arts CL	7/1/2022
Smith, Nikia K	Student Support Advisor	Financial Assistance Services	7/1/2022
Smith, Steven L	Materials Mgmt Assistant	Facilities Services SPG	7/1/2022
Smith, Suzette A	Custodian	Custodial Services SPG	7/1/2022
Smith, Vonceil	Sr Administrative Svcs Assist	NTPI/WMD Grant - AC	7/1/2022
Sohn, Susan F	Sr Tech Support Specialist	Desktop Software Support	7/1/2022
Som, Savonn	Custodian	Custodial Services SPG	7/1/2022
St John, Lisa K	Sr Administrative Svcs Assist	Learning Resources	7/1/2022
Starr, Brenda K	Administrative Svcs Specialist	Facilities&Institutional Svcs	7/1/2022
Steeg, Judy L	Administrative Svcs Specialist	College of Computer & InfoTech	7/1/2022
Stein, Brandon E	Academic Records Specialist	Admissions & Central Records	7/1/2022
Stephens, Jessica L	Student Support Advisor	Academic Affairs	7/1/2022
Stott, Julie R	Sr Administrative Svcs Assist	Associate Provost Office DT	7/1/2022
Strehl, Mariah L	Accounting Support Specialist	Accounting Services	7/1/2022
Strehl, William J	Facilities Supervisor	Maintenance Services SPG	7/1/2022
Suarez, Alyssa S	Student Support Specialist	Financial Assistance Services	7/1/2022
Sullivan, Antoine T	Administrative Svcs Specialist	Provost Office TS	7/1/2022
Sullivan, Laquata J	Sr Library Svcs Technician	Learning Resources	7/1/2022
Sutton, Paul R	Technology Support Specialist	Desktop Software Support	7/1/2022
Szymanski, Andrew J	Custodian	Custodial Services SPG	7/1/2022
Taylor, Clarice E	HR ER/LR Partner	Human Resources Employment	7/1/2022
Terrana, Joseph P	Library Svcs Paraprofessional	Learning Resources	7/1/2022
Tettenborn, Albert	Landscaper Supervisor	Landscape Services CL	7/1/2022
Thai, Quang A	Custodian	Custodial Services SPG	7/1/2022
Theocharakis, Wendy L	Custodian	Custodial Services SPG	7/1/2022
Thomas, Marcus D	Student Support Specialist	Financial Assistance Services	7/1/2022
Thompson, Jenelle K	Student Support Advisor	Student Services	7/1/2022
Tietz, Travis D	IT Security Technician	Network Systems Support	7/1/2022
Tingley, Anna L	Sr InstructionalSupportSpeclst	Learning Resources	7/1/2022
Tinson, Shantrice N	Student Support Specialist	Academic Affairs	7/1/2022
Toman, Thomas	Security Officer	Campus Security SPG	7/1/2022
Torres, Kelvin M	HR Talent Acquisition Partner	Human Resources Training	7/1/2022
Tran, Maryann A	Administrative Svcs Specialist	Dental Hygiene HC	7/1/2022
Tran, Tam Van	Custodian	Custodial Services DO	7/1/2022
Tran, Tinh V	Custodian	Custodial Services SE	7/1/2022
Trstena, Nusret	Security Officer	Campus Security TS	7/1/2022

Truong, Vien D	Facilities Specialist	Maintenance Services CL	7/1/2022
Unger, Kadin N	Instructional Supp Specialist	Learning Resources	7/1/2022
Valderrama, Beatriz I	Lead Custodian	Custodial Services DO	7/1/2022
Van Horn, Gerald B	Senior Facilities Specialist	Maintenance Services SPG	7/1/2022
Van Scoyoc, Elizabeth	Administrative Svcs Specialist	Baccalaureate Programs	7/1/2022
Vanderwerf, Kelley M	Sr Administrative Svcs Assist	Humanities & Fine Arts SPG	7/1/2022
Vigue, Mark M	Information Tech Specialist	Information Systems - Network	7/1/2022
Villamarzo, Josephine B	Custodian	Custodial Services TS	7/1/2022
Villareal, Ariel B	Administrative Svcs Specialist	Physical Therapist Asst HC	7/1/2022
Volkman, Mary L	Administrative Svcs Specialist	College of Health Sciences	7/1/2022
Vygovskiy, Spartak	Campus Safety Officer	Campus Security SPG	7/1/2022
Walker, Amanda K	Accounting Support Technician	Accounts Payable	7/1/2022
Walton, Christopher B	Instructional Supp Specialist	Learning Resources	7/1/2022
Warnell Jr, Richard R	Facilities Supervisor	Facilities&Institutional Svcs	7/1/2022
Weingart, Mary	Administrative Svcs Specialist	Criminal Justice AC	7/1/2022
Wells, William M	Materials Mgmt Assistant	Facilities Services SPG	7/1/2022
Wence, Kate E	Accounting Support Supervisor	Accounting Services	7/1/2022
Werner, Brian D	Instructional Supp Specialist	Learning Resources	7/1/2022
Weston, Timothy A	Senior Facilities Specialist	Facilities Construction & Plan	7/1/2022
Wharton, Thelma	Learning Resources Supervisor	Learning Resources	7/1/2022
White, Diane	Administrative Svcs Specialist	Facilities&Institutional Svcs	7/1/2022
White, Richard P	Facilities Supervisor	Facilities Construction & Plan	7/1/2022
White, Rosie A	Library Svcs Paraprofessional	Learning Resources	7/1/2022
Whitestone, Catherine B	Sr Security Officer	Campus Security DO	7/1/2022
Wilkins, Timothy E	Technology Support Specialist	Desktop Software Support	7/1/2022
Williams, Candice T	Sr Administrative Svcs Assist	Mathematics SPG	7/1/2022
Williams, John J	Landscaper	Landscape Services TS	7/1/2022
Williams, Kimberly E	Payroll Specialist	Payroll	7/1/2022
Williams, Kimberly R	Sr Administrative Svcs Assist	President Office	7/1/2022
Williams, Samuel R	Lead Custodian	Custodial Services AC	7/1/2022
Williamson, Anneliesje C	Administrative Svcs Specialist	Provost Office TS	7/1/2022
Wilson, Denise A	Academic Records Specialist	Admissions & Central Records	7/1/2022
Winters, Vivian	Sr Administrative Svcs Speclst	Provost Office TS	7/1/2022
Wireman, Barry T	Security Supervisor	Campus Security SE	7/1/2022
Withers, David S	Campus Safety Officer	Campus Security TS	7/1/2022
Witherspoon, David	Security Officer	Campus Security DT	7/1/2022
Wogoman, Eric L	Security Officer	Campus Security AC	7/1/2022
Wolf, Lynne V	Administrative Svcs Specialist	Early College/Dual Enrollment	7/1/2022
Woods, Christopher M	Custodian	Custodial Services CL	7/1/2022
Wootters, Sheila K	Administrative Svcs Specialist	Natural Science SE	7/1/2022
Wright, Josephine A	Information Tech Specialist	Financial Assistance Services	7/1/2022
Yow, Charles	Instructional Supp Specialist	Learning Resources	7/1/2022
Zien, Livia L	Sr InstructionalSupportSpeclst	Learning Resources	7/1/2022
Zuber, Myrna Y	Student Support Specialist	Financial Assistance Services	7/1/2022
da Silva Suarez, Laurenilda	Custodian	Custodial Services CL	7/1/2022
Wright, Pamela M	Sr Administrative Svcs Speclst	Counseling & Advisement SPG	7/25/2022
Sparks, Summer L	Administrative Svcs Specialist	Natural Science CL	7/25/2022

RENEWAL CONTRACT Budgeted Administrative & Professional			
Name	Title	Department/Location	Effective Date

FACULTY			
Name	Title	Department/Location	Effective Date
Couillard, Daniel L	Faculty	Provost Office SPG	7/1/2022

Hesting, John P	Faculty	Provost Office TS	7/1/2022
Hoogewerf, Sally A	Faculty	Provost Office TS	7/1/2022
Kelley, Amy J	Faculty	Provost Office TS	7/1/2022
Parke, Erin K	Faculty	Provost Office SPG	7/1/2022
Robinson, Zanetta K	Faculty	Provost Office TS	7/1/2022
Ryan, Cheryl M	Faculty	Provost Office SPG	7/1/2022
Segall, Sherry A	Faculty	Provost Office TS	7/1/2022
Smickle, Janice R	Faculty	Provost Office SPG	7/1/2022
Walch, Daniel J	Faculty	Mathematics SPG	7/1/2022
Brightman, Beth Lilessie C	Adjunct Faculty	Interpreter Training CL	7/26/2022
Knipp, Paula J	Adjunct Faculty	Distance Learning TV SE	7/12/2022
Pupke, Timothy C	Professional Trainer-OPS	Academic Affairs	7/13/2022

SUPPLEMENTAL Temporary			
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Name	Title	Department/Location	Effective Date
Cutlip, Paul G	Project Deliverable	Institutional Research/Effect	7/27/2022
Dunham, Nicole M	Faculty - supplemental	Natural Science SPG	7/11/2022
Estlund, Amber L	Project Deliverable	Communications SE	7/1/2022
Kicklighter, Janice L	Project Deliverable	Academic EffectivenessAssessmt	7/6/2022
Reid, Ralph O	Project Deliverable	Academic Affairs	7/20/2022
Roberts, Sherry T	Project Deliverable	Workforce/Professnl Developmnt	7/18/2022
Rojas, Andres	Project Deliverable	Online Learning and Services	7/19/2022

HIRE Temporary			
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Name	Title	Department/Location	Effective Date
Boisvert, Collette M	OPS Career Level 5	Natural Science SPG	7/25/2022
Carlan, Karin L	OPS Professional	Academic Affairs	7/25/2022
Faison, Robert J	OPS Career Level 5	Career Connections	7/5/2022
Felsman, Keith A	Professional Trainer-OPS	Provost Office AC	7/25/2022
Ferguson, Nick A	OPS Career Level 5	Career Connections	7/25/2022
Garrard, Wilfred B	OPS Career Level 5	Humanities & Fine Arts SPG	7/25/2022
Tran, Andrea N	Professional Trainer-OPS	EMS/CME - HC	7/11/2022
Williams II, Anthony G	OPS Career Level 5	Baccalaureate Programs	7/25/2022

Darryl Wright-Greene, Chief Human Resources and Talent Officer, bringing the actions forward, recommends approval.

DG-8/8/22

August 16, 2022

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: Tonjua Williams, Ph.D., President 
SUBJECT: U.S. Department of Justice, Victims of Crime Act (VOCA) Formula Grant Program via Office of the Florida Attorney General, Division of Victim Services-Victim of Crime Assistance Program

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to the Office of the Florida Attorney General, the pass-through agency for the U.S. Department of Justice Victims of Crime Act (VOCA) funding program, by St. Petersburg College for the Victim of Crime Assistance program. Permission is sought to accept an estimated \$913,364 in funding for this proposal, if awarded, and enter into any amendments, extensions or agreements as necessary, within the original intent and purpose of the grant.

The purpose of the Victim of Crime Assistance program is to support the provision of services to victims of crime, including responding to their emotional and physical needs, stabilizing their lives after victimization, assisting them with understanding and participating in the criminal justice system, and providing victims of crime with a measure of safety and security. The goal of the project is to deliver training throughout Florida directed toward people encountering victims as part of their work. SPC will oversee and coordinate the delivery of various face-to-face and online trainings, creating a more comprehensive and cohesive system of care through training and education.

The estimated period of performance will be from October 1, 2022 through September 30, 2023. The total award amount is projected to be \$913,364 over a one-year period. See attached Information Summary for additional information.

Matthew Liao-Troth, Vice President, Academic Affairs; Mia Conza, General Counsel; and Eileen LaHaie, Executive Director, Center for Public Safety Innovation, recommend approval.

Attachment

el0727222

**BOT INFORMATION SUMMARY
GRANTS/RESTRICTED FUNDS CONTRACTS**

Date of BOT Meeting: August 16, 2022

Funding Agency or Organization: U.S. Department of Justice, Victims of Crime Act (VOCA) Formula Grant Program via Office of the Florida Attorney General, Division of Victim Services

Name of Competition/Project: Victim of Crime Assistance Program

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: Start: 10//01/22 **End:** 09/30/23

Administrator: Matthew Liao-Troth

Manager: Eileen LaHaie

Focus of Proposal:

St. Petersburg College is proposing to continue its training program that focuses on delivering education to victim-service providers, nonprofits, school personnel and the community to improve interaction and service delivery to victims of crimes. The goal of this program is to deliver training throughout Florida directed toward people encountering victims as part of their work.

The College will use a multi-faceted approach to training that will involve a variety of audiences and training platforms, including both face-to-face and online. Training offered will be geared towards victims' services on a variety of topics including, but not limited to: situational awareness for the social worker; fentanyl and opioid awareness/safety; surviving secondary trauma; compassion fatigue; understanding substance use, abuse, and overdose; strategies for communicating with people who are deaf or hard of hearing and others with access and functional needs; Sexual Assault Nurse Examiner; understanding intimate partner violence and the impact on children; human trafficking and trauma-informed care. It is estimated that the program will deliver up to 45 training sessions on varying topics, ranging in length from one to forty hours using both online and traditional delivery methods.

Budget for Proposal:

(Only Major categories—This is an estimated budget description based on expected funding and services. Specific budget categories may vary as the funding amount and/or services change.)

Personnel	\$ 241,884.00
Fringe	\$ 123,361.00
Travel	\$ 7,512.00
Supplies	\$ 1,500.00
Consultants/Contractors	\$ 313,305.00

Other Costs	\$ 25,342.00
Indirect Costs	\$ 200,460.00
Total Budget	\$ 913,364.00

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below) \$ 913,364.00

Total amount from funder: \$ 913,364.00

Amount/value of match: Cash: N/A
In-kind: N/A

Required match or cost sharing: No Yes
 Voluntary match or cost sharing: No Yes
 Source of match/cost sharing: N/A
 Negotiated indirect cost: \$200,460
 (Fixed) administrative fee: N/A
 Software/materials: N/A
 Equipment: N/A
 Services: N/A
 Staff Training: N/A
 FTE: N/A
 Other: N/A

College Values, Strategic Initiatives and Activities Addressed:

Value(s): 1. Community Engagement

Strategic Initiative(s): 1. Community Focus

August 16, 2022

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: Florida Department of Education - Entrepreneurship Education and Training Grant

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to the Florida Department of Education by St. Petersburg College for the Entrepreneurship Education and Training Grant. Permission is also sought to accept an estimated \$50,000 in funding over a one-year period for this proposal, if awarded, and enter into any amendments, extensions or agreements as necessary, within the original intent and purpose of the grant.

The Florida Department of Education is seeking to fund innovative Entrepreneurship Education and Training (EET) projects that cultivate entrepreneurial mindsets and capabilities for Career and Technical Education (CTE) students. Projects should cultivate the socio-emotional skills and overall awareness of “what it takes” to become a successful entrepreneur, as well as provide knowledge of the broad skills needed for entrepreneurial ventures, such as marketing, accounting and financial modeling.

SPC has submitted a proposal to support its Entrepreneurship Initiative. The initiative will help develop and implement EET co-curricular activities such as speaker events and/or workshops, as well as to support the college-wide Entrepreneurship Pitch Competition. In addition to providing entrepreneurship opportunities for students across all departments, the grant will help increase awareness and participation in the competition, which has been impacted by the COVID-19 pandemic. Overall, the project will help increase entrepreneurial mindsets and capabilities for students, increase awareness of entrepreneurial academic and workforce pathways, and cultivate skills that are in-demand for employers.

The estimated period of performance will be from July 1, 2022 through June 30, 2023. The total project budget is projected to be \$50,000 over an eleven-month period, of which the College anticipates receiving the full amount.

Matthew Liao-Troth, Vice President, Academic Affairs; Mia Conza, General Counsel; and Emmanuel Hernandez-Agosto, Dean, College of Business, recommend approval.

Attachment

gms072122

**BOT INFORMATION SUMMARY
GRANTS/RESTRICTED FUNDS CONTRACTS**

Date of BOT Meeting: August 16, 2022

Funding Agency or Organization: Florida Department of Education

Name of Competition/Project: Entrepreneurship Education and Training Grant (EET)

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 07/01/22 **End:** 06/30/23

Administrator: Emmanuel Hernandez-Agosto

Manager: Nicolle Panuthos

Focus of Proposal:

The Florida Department of Education’s Entrepreneurship Education and Training (EET) grant seeks to cultivate entrepreneurial mindsets and capabilities for Career and Technical Education (CTE) students. The goal of SPC’s Entrepreneurship Initiative is to increase students’ awareness, understanding and knowledge of entrepreneurship as a means to attaining a career and economic self-sufficiency. SPC will enhance entrepreneurship programming in existing CTE programs to supplement what students are learning in the classroom, broaden their awareness of entrepreneurial concepts, and foster innovation, creativity, leadership, critical thinking, problem-solving and communication skills.

The initiative will focus on three activities: 1) expand SPC’s College of Business’s (COB) out-of-classroom opportunities to increase student engagement; 2) enhance the COB’s annual Business Plan and Elevator Pitch Competition by increasing outreach and participation; and 3) develop co-curricular entrepreneurship activities such as speaker events and/or workshops open to students throughout the College. With a goal of serving 40 students through the pitch competition and more than 200 students through co-curricular activities, the initiative will increase opportunities for students to network with business partners and increase their workforce readiness skills. The project will also provide broad exposure to SPC’s entrepreneurship training programs for students across the College and community. Funding will support faculty deliverables, administrative support, digital media production services, guest speakers and materials and supplies for the competition.

Budget for Proposal:

(Only Major categories—This is an estimated budget description based on expected funding and services. Specific budget categories may vary as the funding amount and/or services change.)

Personnel	\$ 21,862
Fringe	\$ 1,524

Travel	\$ 1,250
Contracts and Services	\$ 16,500
Marketing and Printing	\$ 4,500
Equipment	\$ 1,983
Indirect Costs	<u>\$ 2,381</u>
Total Budget	\$ 50,000

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)	\$ 50,000
Total amount from funder:	\$ 50,000

Amount/value of match:	Cash: N/A
	In-kind: N/A
Required match or cost sharing:	No <input checked="" type="checkbox"/> Yes
Voluntary match or cost sharing:	No <input checked="" type="checkbox"/> Yes
Source of match/cost sharing:	N/A
Negotiated indirect cost:	N/A
(Fixed) administrative fee:	N/A
Software/materials:	N/A
Equipment:	N/A
Services:	N/A
Staff Training:	N/A
FTE:	N/A
Other:	N/A

College Values, Strategic Initiatives and Activities Addressed:

Value(s):	1. Community Focus 2. Student Success
Strategic Initiative(s):	1. Community Engagement 2. Academic Excellence

August 16, 2022

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: Florida Education Fund - Center of Excellence Program

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to the Florida Education Fund by St. Petersburg College for the Center of Excellence Program (COE) grant opportunity. Permission is sought to accept an estimated \$21,000 in funding over one year for this proposal, if awarded, and enter into any amendments, extensions or agreements as necessary, within the original intent and purpose of the grant.

The Florida Education Fund's mission is to strengthen the larger community by creating and implementing programs and services that lead to institutional enhancement and greater educational advancement for historically underrepresented groups. Established in 1984, the Centers of Excellence (COE) are community-based initiatives whose mission is to identify and motivate underserved elementary and secondary students to pursue higher education.

The four primary components of the COE are: 1) developing Academic Enrichment Centers where students receive after-school assistance with homework/tutoring to build skills in language arts/communication and mathematics; 2) recognizing high achieving students and inducting them into the National Achievers Honor Society; 3) sponsoring countywide and regional Black History Competition, Culture Brain Bowl, mathematics, and spelling competitions and 4) participating in the Annual Statewide Brain Bowl Competitions and Florida National Achievers Society Summit.

SPC will serve approximately 200 students through various COE activities and engage local organizations such as churches and recreation centers to leverage resources and achieve program goals. Funding will support transportation costs associated with field trips for educational and cultural events; student activity costs; student/parent seminars and meeting expenses; and costs for materials, printing and supplies.

The estimated period of performance will be from July 1, 2022 through June 30, 2023. The total project budget is projected to be \$21,000 over a one-year period. See attached Information Summary for additional information.

Jamelle Conner, Vice President, Student Affairs; Mia Conza, General Counsel; and Misty Kemp, Executive Director, Retention Services, recommend approval.

Attachment

gms072122

**BOT INFORMATION SUMMARY
GRANTS/RESTRICTED FUNDS CONTRACTS**

Date of BOT Meeting: August 16, 2022

Funding Agency or Organization: Florida Education Fund

Name of Competition/Project: Center of Excellence Program (COE)

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 7/1/22 **End:** 6/30/23

Administrator: Misty Kemp

Manager: Nikishea Wright

Focus of Proposal:

The Center of Excellence Program (COE) utilizes group achievement strategies to support African-American and other historically under-represented students and promote higher education. The COE includes 4 components: 1) Academic Enrichment Centers; 2) National Achievers Society; 3) Black History and Culture Brain Bowl and Mathematics Brain Bowl Competition; and 4) an Annual Statewide Brain Bowl Competitions and Florida National Achievers Society Summit.

Budget for Proposal:

(Only Major categories—This is an estimated budget description based on expected funding and services. Specific budget categories may vary as the funding amount and/or services change.)

Salaries & Benefits	\$ 3,562
Printing and Supplies	\$ 200
Advertising	\$ 125
Travel	\$ 6,400
Student Activities Cost (materials & supplies)	\$ 10,313
Other Expenses	<u>\$ 400</u>
Total Budget	\$ 21,000

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below) \$ 21,000

Total amount from funder: \$ 21,000

Amount/value of match: Cash: N/A
In-kind: N/A

Required match or cost sharing:	No	<input checked="" type="checkbox"/>	Yes
Voluntary match or cost sharing:	No	<input checked="" type="checkbox"/>	Yes
Source of match/cost sharing:	N/A		
Negotiated indirect cost:	N/A		
(Fixed) administrative fee:	N/A		
Software/materials:	N/A		
Equipment:	N/A		
Services:	N/A		
Staff Training:	N/A		
FTE:	N/A		
Other:	N/A		

College Values, Strategic Initiatives and Activities Addressed:

Value(s):

1. Student Success
2. Community Engagement
3. Equity

Strategic Initiative(s):

1. Academic Excellence
2. African American Male Initiative

August 16, 2022

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: Florida Department of Education - Open Door Grant Program

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to the Florida Department of Education by St. Petersburg College for the Open Door Grant Program. Permission is also sought to accept an estimated \$596,303 in funding over twelve months for this proposal, if awarded, and enter into any amendments, extensions or agreements as necessary, within the original intent and purpose of the grant.

The Florida Department of Education is offering its Open Door Grant Program to provide funds to support student completion of short-term, high-demand credit and non-credit career and technical education (CTE) programs at career centers and Florida College System (FCS) institutions.

SPC's Open Door proposal will focus on recruitment and enrollment in short-term programs that lead to high demand occupations in Information Technology, Public Safety, Engineering, and Healthcare. Leveraging partnership with Career Source Pinellas, SPC's Open Door program will provide Last Dollar scholarship awards for eligible students in programs that lead to industry certifications such as Certified Clinical Medical Assistant, Patient Care Tech, Phlebotomy, Web Design, CompTIA A+, and Google IT. Funding will provide tuition, exam fees, books, and materials to expand affordability and help unemployed and underemployed individuals gain mid to high wage careers.

The estimated period of performance will be from July 1, 2022, through June 30, 2023. The total project budget is projected to be \$596,303 over a twelve-month period, of which the College anticipates receiving the full amount.

Matthew Liao-Troth, Vice President, Academic Affairs; Jackie Skryd, Vice President, Workforce Development & Corporate Partnerships; and Mia Conza, General Counsel, recommend approval.

Attachment

mk072922

**BOT INFORMATION SUMMARY
GRANTS/RESTRICTED FUNDS CONTRACTS**

Date of BOT Meeting: August 16, 2022

Funding Agency or Organization: Florida Department of Education

Name of Competition/Project: Open Door Grant Program

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 7/1/2022 **End:** 06/30/23

Administrator: Belinthia Berry

Manager: Dan Fumano

Focus of Proposal:

The Florida Department of Education is providing Open Door grant funds to support student completion of short-term, high-demand credit and non-credit career and technical education (CTE) programs. SPC has submitted a proposal to partner with CareerSource Pinellas (CSP) to provide short-term, non-credit workforce training for unemployed or underemployed individuals. The program will focus on training programs that directly align with credentials on the FDOE Master Credential List, to help individuals move quickly from training to employment. SPC’s Workforce Certificate Program Coordinators will work closely with CareerSource Pinellas to recruit and enroll unemployed and/or underemployed individuals, particularly low-income adult learners, in targeted training programs in Information Technology, Healthcare, and other high demand fields.

Developed in partnership with CareerSource, SPC’s Open Door program aligns with CSP’s proposal for the Workforce Innovation and Opportunity Act (WIOA) Get There Faster grant program. Leveraging Get There Faster resources and/or other funding sources, Open Door will provide Last Dollar scholarship awards to increase affordability and access, especially for those who have been impacted by the COVID-19 pandemic. Funding will support tuition, exam fees, books, and materials for students in targeted programs.

Budget for Proposal:

Scholarships **\$ 596,303.00**

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below) **\$ 596,303.00**

Total amount from funder: **\$ 596,303.00**

Amount/value of match:	Cash: N/A
	In-kind: N/A
Required match or cost sharing:	No X Yes
Voluntary match or cost sharing:	No X Yes
Source of match/cost sharing:	N/A
Negotiated indirect cost:	N/A
(Fixed) administrative fee:	N/A
Software/materials:	N/A
Equipment:	N/A
Services:	N/A
Staff Training:	N/A
FTE:	N/A
Other:	N/A

College Values, Strategic Initiatives and Activities Addressed:

Value(s):	1. Community Focus 2. Student Success
Strategic Initiative(s):	1. Community Engagement 2. Academic Excellence

August 16, 2022

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: Tonjua Williams, Ph.D., President 
SUBJECT: Approval of Proposal – HEERF Funding; Ad Astra

Approval is sought to enter into a five-year contract with Ad Astra for use of its *Monitor, Align, and Predict* scheduling software using the Federal COVID Relief Act, Higher Education Emergency Relief Fund (HEERF) for implementation costs through June 30, 2023, and SPC funding for the remaining years. The intent of this purchase is to track daily data to inform schedule adjustments through student choice patterns, model new student enrollment demand, identify “next up” courses down to the student level, and optimize college resources to create a more efficient schedule to better serve students due to the impact of COVID-19 on the delivery of instruction.

SPC initially engaged Ad Astra for a Strategic Schedule Checkup and found that over 20% of course offerings, irrespective of modality, required revisions due to enrollment changes during the pandemic. In short, students’ expectations and preferences have changed; therefore, the schedule must change. We believe Ad Astra’s software algorithms provide the optimal, real-time route to destination for our students.

The first-year implementation and subscription costs for Ad Astra’s *Monitor, Align, and Predict* software modules total \$331,000 and will be covered with HEERF Institutional funding. SPC will then be responsible for a yearly fee of \$99,375 for the remaining four years of the contract, totaling \$397,500. The total contract value over the five-years is \$728,500.

Matthew Liao-Troth, Vice President, Academic Affairs; Djuan Fox, Associate Vice President, Academic Affairs; Gretchen Mullin-Sawicki, Executive Director, Grants Development; and Mia Conza, General Counsel, recommend approval.

mk080122

August 16, 2022

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Dr. Tonjua Williams, President 

SUBJECT: Approval of Construction Documents (Phase III) and Guaranteed Maximum Price (GMP), Project Number 1707-B-22-15, Convert Bookstore to Conference Room, DT

Approval is requested for the 100% Construction Documents, the Guaranteed Maximum Price (GMP) of \$296,945.76 and to issue all necessary purchase orders for Project Number 1707-B-22-15, Convert Bookstore to Conference Room, DT.

Williamson Design Associates, Incorporated, in collaboration with college staff, has completed the 100% construction documents for the Downtown Center renovations for the conversion of the former Bookstore to a Conference Room and A.D. Morgan Corporation has developed the GMP per those documents.

The total project budget is estimated at \$402,000.000 which includes the GMP, professional fees, furniture, technology, etc. associated with the project. The project will be accomplished with SCIF Funds.

Project Description: Convert Room 159 from a vacated Bookstore to a Conference Room and is intended to be completed in accordance with college standards including but not limited to “sustainable” design standards.

The anticipated date for substantial completion is 120 days after the Notice to Commence. The documents GMP has been reviewed for building codes, safety-to-life, the Americans with Disabilities Act (ADA), and further refinements.

The College may utilize the Direct Purchase Program for this project to realize cost savings. Any savings will be reported to the Board at the time of final accounting.

Janette Hunt, Vice President, Finance & Business Operations; and David Cutler, Executive Director Construction Management, Facilities Planning & Institutional Services; recommend approval.

August 16, 2022

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Dr. Tonjua Williams, President 

SUBJECT: Project Approval of Project Number 1707-M-22-9, Simulation City, AC, includes the prepurchase of four modulars buildings and associated upgrades, electrical services, gates, and roadway. Phase I includes the residential training portion only.

Approval is requested for permission to enter a purchase agreement with Safeware/Creative Modular Buildings Inc. for \$577,507 and to delegate authorize to the President to enter into purchase agreement based on a GMP with Kenyon and Partners, Inc. Williams Design Associates, Inc. (WDA) will provide 100% construction documents for the electrical service and connector road. Total project costs will not exceed the total budget of \$910,000.

Project Description Phase I: The College will direct purchase four (4) hurricane rated modular buildings with ADA compliance that will be installed on an existing parking lot by the manufacturer. Additional work involves WDA reviewing storm water permitting, utility services and a gravel connecting road between training areas on the back of the property.

The anticipated date for substantial completion is January 2023, with the specific date determined 60 days after notice of delivery of modulars.

The College will utilize the Direct Purchase Program for this project to realize cost savings and in anticipation of long lead items. The savings will be reported to the Board at the time of final accounting.

Janette Hunt, Vice President, Finance & Business Operations; and David Cutler, Executive Director Construction Management, Facilities Planning & Institutional Services; recommend approval.

August 16, 2022

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Dr. Tonjua Williams, President

SUBJECT: Approval of Construction Documents (Phase III) and Guaranteed Maximum Price (GMP), Project Number 1707-Q-22-15, Emergency Generator Convert to Gas, DT

Approval is requested for the 100% Construction Documents and permission for President to enter a GMP for all necessary purchase orders with Kenyon and Partners, Inc., Construction Manager (CM) for Project Number 1707-Q-22-15, Emergency Generator Convert to Gas, DT.

Engineering Matrix, Inc., has completed the 100% construction documents for the Downtown Center renovations associated with the conversion of the emergency generator to natural gas. Due to market inflation and equipment delivery lead times (est. 30 weeks), the Facilities department is seeking the Board delegates authority to the President to negotiate final GMP and issue all pertinent purchase orders for this project. Approval of delegation will allow the department to direct purchase the generator ahead of time and negotiate GMP within 60 days of installation. The total requested authorization will not exceed the \$600,000 project budget.

Project Description: Replace the emergency generator for the Downtown Center with a natural gas emergency generator. Work will be completed in accordance with college standards including but not limited to “sustainable” design standards. The documents have been reviewed for building codes, safety-to-life, the Americans with Disabilities Act (ADA), and further refinements.

The anticipated date for substantial completion is March 2023, with the specific date determined 120 days after the Notice to Commence to the CM.

The College will utilize the Direct Purchase Program for this project to realize cost savings and reduce long lead item schedules. The savings will be reported to the Board at the time of final accounting.

Janette Hunt, Vice President, Finance & Business Operations; and David Cutler, Executive Director Construction Management, Facilities Planning & Institutional Services; recommend approval.

August 16, 2022

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Dr. Tonjua Williams, President 

SUBJECT: Project Approval Project Number 1707-H-23-9, Upgrade Shooting Range, AC.

Approval is requested for permission to enter a purchase agreement with Action Target, Inc. for upgrades of the existing shooting range at Allstate Campus Project Number 1707-H-23-9, Upgrade Shooting Range, AC.

Approval is sought for the pre-purchase/installation of 32 shooting stations and associated upgraded bullet absorption system and open any necessary purchase orders not to exceed the \$955,600 Budget.

Project Description: Action Target has been approved by SPC's purchasing department as a sole supplier. The 32 bulletproof station dividers are designed and meant to be integrated with already installed phase I target retrievers. The PO will be in the amount of \$910,000 and includes the equipment and installation with a three-year warranty.

The anticipated date for substantial completion is February 2023, with the specific date determined 60 days after notice of delivery

Janette Hunt, Vice President, Finance & Business Operations; and David Cutler, Executive Director Construction Management, Facilities Planning & Institutional Services; recommend approval.

August 16, 2022

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Dr. Tonjua Williams, President 

SUBJECT: Request to advertise for Building and Fire Code Plans Examination Inspection Services, Building Code Administrator and Building Code Plans Examination and Inspection Services for Facilities and Construction Projects.

Authorization is sought to advertise for building code compliance services.

Facilities Planning and Institutional Services is currently piggybacking a state contract for building code compliance services. This contract is slated to expire on December 31st, 2022. In anticipation of the current contract expiration, SPC would like to advertise for collegewide building code services. These services will include plan reviews and inspections for new construction projects, facilities maintenance, renovations, and remodels. Once the best qualified vendor is selected a recommendation will be brought before the board for final approval.

Janette Hunt, Vice President, Finance and Business Operations; and David Cutler, Executive Director, Construction Management, recommend approval.

August 16, 2022

M E M O R A N D U M

TO: Board of Trustees, St. Petersburg College

FROM: Dr. Tonjua Williams, President 

SUBJECT: Spot Survey 2, Version 17 Remodel vacated bookstore area on the first floor into a conference room (Site 15).

Approval is requested for an amendment to the current Education Plant Survey for St. Petersburg College, dated June 30, 2017, adding remodel of vacated first-floor bookstore area into a conference room, as required by Section 1013.31, Florida Statutes.

Janette Hunt, Vice President, Finance and Business Operations and David Cutler, Executive Director, Construction Management, recommend approval.

August 16, 2022

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Dr. Tonjua Williams, President 

SUBJECT: Project Approval of Project Number 1707-M-22-9, Simulation City, AC, includes the pre-purchase of four modulars buildings and associated upgrades, electrical services, gates, and roadway. Phase I includes the residential training portion only.

Approval is requested for permission to enter a purchase agreement with Safeware/Creative Modular Buildings Inc. for \$623,167.64, and to delegate authorize to the President to enter into purchase agreement based on a GMP with Kenyon and Partners, Inc. Williams Design Associates, Inc. (WDA) will provide 100% construction documents for the electrical service and connector road. Total project costs will not exceed the total budget of \$910,000.

Project Description Phase I: The College will direct purchase four (4) hurricane rated modular buildings with ADA compliance that will be installed on an existing parking lot by the manufacturer. Additional work involves WDA reviewing storm water permitting, utility services and a gravel connecting road between training areas on the back of the property.

The anticipated date for substantial completion is January 2023, with the specific date determined 60 days after notice of delivery of modulars.

The College will utilize the Direct Purchase Program for this project to realize cost savings and in anticipation of long lead items. The savings will be reported to the Board at the time of final accounting.

Janette Hunt, Vice President, Finance & Business Operations; and David Cutler, Executive Director Construction Management, Facilities Planning & Institutional Services; recommend approval.

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Dr. Tonjua Williams, President 

SUBJECT: Walter L. Schafer, MD & Vivian B. Schafer, RN College of Nursing
Baccalaureate Degrees Program Funding Use for AY23

Approval is sought from the St. Petersburg College President and Board of Trustees for the use of \$32,400 from the Walter L. Schafer, MD & Vivian B. Schafer, RN College of Nursing Baccalaureate Degrees Program Funding held with the St. Petersburg College Foundation to secure the professional development services of Rebar-Heimgartner, Nursing Education Strategist for FY23.

This request supports one of the three pillars: Academic Excellence. The accreditation body for the RN-BSN program has changed its standards which requires changes to the current program to make it current, relevant, and meet new standards. Therefore, the nursing program has a need to hire experts in the field to lead, guide and help the faculty to meet this goal.

Dr. Louisiana Louis, Dean of the College of Nursing is requesting the approval as she feels it's important to continue investing in the success of our students, curricular updates to meet accreditation standards and the professional development of our nursing educators, as they are the ones who inspire, teach, and mentor the next generation of nurses. Without them, graduating nurses would be ill-equipped to face the ever-changing demands of today's dynamic healthcare system.

An impact report would be completed at the closing of AY23 by the Dean of Nursing. This report will be presented to the Schafer family by the VP of Institutional Advancement/Executive Director of the Foundation.

(please find the attached Scope of Work (SOW) proposal)

August 16, 2022

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: Dr. Tonjua Williams, President 
SUBJECT: Credit Curriculum

The following is a summary of off-cycle credit curriculum changes for which approval is sought for the Fall 2022 (Term 610).

Program & Course Updates Effective Fall 2022 (0610)

Program Deactivation:

Early Childhood Education Associate in Science (CHDEV-AS)

Based on the recent FLDOE Career and Technical Education (CTE) audit, the A.S. in Early Childhood program (CHDEV-AS) does not result in a job to meet the threshold for Florida’s definition of a high wage job. Since the A.S. degree includes general education courses, the College of Education is in a good position to create an AA transfer plan that will include 24 hours of early childhood courses. This will allow students in the A.S. program to earn their AA degree and transition to the B.S. degree (EDST-BS Preschool Education track) which provides a pathway for students to increase their wages.

New Transfer Plans:

Internal:

- SPC Educational Studies Early Childhood Education (PRESCHL-TR)
- SPC Educational Studies Interdisciplinary (IDS-TR)

USF/FUSE:

- USF Tampa Supply Chain Management (FTSCM-TR)

New College of Florida (NCF):

- New College of Florida Marine Biology (NCFMABI-TR)
- New College of Florida Biology (NCFBIO-TR)

August 16, 2022

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: Tutor.com, Inc.—Online Tutoring Services Agreement for Tutor.com

Approval is sought to continue the Master Agreement with Tutor.com, Inc., to provide for one-to-one online tutoring services to students enrolled in courses across the curriculum. This Agreement will commence September 1, 2022 and continue through August 31, 2023. The total cost is \$176,200 for the year. This amount is based on 6,200 hours of Tutoring Services priced at \$26.00 per hour in addition to \$15,000 for the newly upgraded Tutor.com platform that includes drop-off services as well as drop-in and scheduled tutoring sessions using a highly accessible whiteboard. Any previously unused hours automatically rollover at no additional cost.

Founded in 1998, Tutor.com has delivered over 22 million tutoring sessions since its inception—more than any other online tutoring service—and houses more than 3,000 highly qualified tutors. Tutor.com has been selected by some of the largest higher education institutions in the world and has been contracted by the Department of Defense, for a decade, to provide tutoring services to all active military personnel worldwide. With the goal of increasing student retention and enhancing learning through online tutoring, Tutor.com provides 24/7 on-demand tutoring in more than 80 subject areas through accessible online whiteboards, essay drop-off services, and other student-focused media. Tutor.com also provides an early notification system for academic concerns, a client dashboard for monitoring student usage, and a data analytics service for examining common problem areas in specific courses. Licensing use of Tutor.com shared platforms, included in the agreement, are to help promote greater online tutoring services offered by College personnel and to create future cost savings.

Matthew Liao-Troth, Vice President, Academic Affairs; Sabrina Crawford, Associate Vice President, Institutional Effectiveness & Academic Services; Janette Hunt, Vice President, Finance & Business Operations; Mia Conza, General Counsel; and Matthew Bodie, Executive Director, Learning Services, recommend approval.

mb080822

August 16, 2022

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, President 

SUBJECT: Naming of the 3rd Floor Conference Room (Downtown Center-300)

Approval is sought to name the 3rd Floor Conference Room (Downtown-300) in honor of Rich and Charis Washof for their outstanding contributions to education at St. Petersburg College.

Board of Trustees Rule #6Hx23-6.14 provides guidance on naming St. Petersburg College Facilities. The intent of the rule is to allow the College to honor and recognize significant contributions to the College by an individual either through extraordinary service and/or philanthropic giving. The corresponding procedure to the above rule provides guidance on a committee process to consider recommendations before the President's review. The following college-wide committee was created to consider this naming opportunity at the St. Petersburg College Downtown Center:

Nathan Stonecipher, Trustee
Dr. Eric Carver, Provost, DT/MT/PAL
Jesse Turtle, VP Institutional Advancement, Executive Director, Foundation

In recognition of the philanthropic contributions made by Rich and Charis. The Warshof's have been engaged with St. Petersburg College since 2017 and have supported scholarships for 1st generation students as well as the SPC Titan Fund. Mr. Rich Warshof has also served on the SPC Foundation Board of Directors for four years, has chaired the Development Committee and currently serves as the Co-Chair of the SPC 100th Anniversary Campaign Committee.

Nathan Stonecipher, Trustee and Tonjua Williams., President, and the above-named committee members recommend approval.

August 16, 2022

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Dr. Tonjua Williams, President 

SUBJECT: Doughco LLC - Lease Agreement

Authorization is sought to enter into a new Lease Agreement with Doughco LLC for the period, which is anticipated to commence on or before, Sept. 1, 2022, and continue through Aug. 31, 2025. This authorization also includes authority for the President to enter into any amendments, extensions or renewals of the foregoing lease, including, but not limited to, changes to the lease period, price per square foot, and space utilized.

The College proposes leasing space at the St. Petersburg/Gibbs Campus to Doughco LLC to provide food services for the SP/G Campus. The attached Lease Agreement provides for the lease of approximately 200 square feet of space in the designated Café space in the Student Success Center at an adjustable rate of \$10.00/sq. ft. for years 1 & 2 (\$2000 annually), \$13/sq. ft. for years 3 & 4 (\$2600 annually) and \$16/sq. ft. for year 5 (\$3200 annually). Rent will be paid in monthly installments, starting with the first month in Sept. 1, 2022.

The attached Lease Agreement is being provided to the Board as required by Florida Statutes, Chapter 1013.15 Lease, rental and lease–purchase of educational facilities and sites, Section (1):

Prior to entering into or execution of any such lease, a board shall consider approval of the lease or lease-purchase agreement at a public meeting, at which a copy of the proposed agreement in its final form shall be available for inspection and review by the public, after due notice as required by law.

Janette Hunt, Associate Vice President, Finance & Business Operations; Leslie Hafer, Provost, St. Petersburg/Gibbs Campus; Karen Reynolds, Director, Procurement and Asset Management; and Mia Conza, General Counsel recommend approval.

Attachment

LEASE

BETWEEN

DOUGHCO, LLC

AS TENANT

AND

ST. PETERSBURG COLLEGE

AS LANDLORD

Initials:

LEASE

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Initials:

COMMERCIAL (FOOD SERVICE) LEASE

THIS LEASE made and entered into this ____ Day of _____, 2022, by and between the Board of Trustees St. Petersburg College, a political subdivision of the state of Florida, herein designated "Landlord"(Board of Trustees, St. Petersburg College, PO Box 13489, St. Petersburg, Florida, 33733), and DOUGHCO, LLC whose principal address is PO Box 47813, St. Petersburg, Florida 33743 herein designated "Tenant". In this regard, Landlord does hereby lease and deliver to Tenant, and Tenant does hereby lease, hire, and accept from Landlord, that certain retail space located at (the "Building"), as further described herein below:

1. **PREMISES:** The leased space utilized by Tenant is located at the St. Petersburg College Gibbs Campus inside the Joseph H. Lang Sr. Student Success Center (hereinafter referred to as the "Student Success Center"), on the Gibbs Campus, 6605 5th Avenue North, St. Petersburg, Florida, and shall include approximately 200 square feet of floor area together with all fixtures and improvements associated therewith. See Exhibit A for floor plan of leased space.

2. **TERM:**

A. The term of this Lease (herein called "Lease Term") shall commence on approximately the **1st day of _____**, 2022 (the "Commencement Date"). The Lease Term shall expire at 5:00 p.m. on the **30th day of _____**, 2027 (the "Termination Date"). The Commencement Date may be modified where mutually agreed upon. The term of this Lease may be renewed and extended for up to five additional one-year periods by mutual agreement of the Parties. The Parties shall agree to such extension no later than six (6) months prior to the expiration of the then current term.

B. Landlord and Tenant shall be bound by the terms and conditions of the Lease, and such terms and conditions are in full force and effect, on the date upon which the Lease is fully executed by Landlord and Tenant (the "Effective Date").

C. Landlord will be deemed to have delivered possession of the Premises to Tenant on the Commencement Date. Tenant acknowledges that neither Landlord nor its agents or employees have made any representations or warranties as to the suitability or fitness of the Premises for the conduct of Tenant's business or for any other purpose, nor has Landlord or its agents or employees agreed to undertake any alterations or construct any Tenant improvements to the Premises except as expressly provided in this Lease. If for any reason Landlord cannot deliver possession of the Premises to Tenant on the Commencement Date, this Lease will not be void or voidable, and Landlord will not be liable to Tenant for any resultant loss or damage.

D. If Tenant is permitted entry to the Premises prior to the Commencement Date for the purpose of installing fixtures or any other purpose permitted by Landlord, the early entry will be at Tenant's sole risk and subject to all the terms and provisions of this Lease as though the Commencement Date had occurred, except for the payment of Rent, which will commence on the Commencement Date. Tenant, its agents, or employees will not interfere with or delay Landlord's completion of construction of the improvements. All rights of Tenant under this Paragraph 2(D) will be subject to the requirements of all applicable Building codes, zoning requirements, and federal, state, and local laws, rules, and regulations, so as not to interfere with Landlord's compliance with all laws, including the obtaining of a certificate of occupancy for the Premises. Landlord has the right to impose additional conditions on Tenant's early entry that Landlord, in its reasonable discretion, deems appropriate, including without limitation an indemnification of Landlord and proof of insurance, and will further have the right to require that Tenant execute an early entry agreement containing those conditions prior to Tenant's early entry.

Initials:

E. In the event that either party commits a breach of a term or condition of this Agreement then the non-breaching party may give written notice to the breaching party describing said breach and the breaching party shall be provided sixty (60) days to cure said breach. In the event the breaching party is unable or unwilling to satisfactorily cure said breach completely within sixty (60) days then the non-breaching party may terminate this Agreement without penalty upon ninety (90) days written notice.

Each party shall also provide periodic feedback to the other party regarding the business relationship between the parties, the quality of the services provided by Tenant on the Premises and the business success of the Tenant. Each party shall provide documented support of such feedback upon the reasonable request of the other party. This feedback shall occur at least twice annually. In the event that either party's feedback includes a request of other party then the non-requesting party may refuse or accept the request. In the event the non-requesting party accepts the request then it shall be provided sixty (60) days to accommodate said request. In the event the non-requesting party refuses the request or fails to accommodate the request within the sixty (60) day period then the requesting party may provide twelve (12) months' written notice of its intent to terminate this Agreement. Such termination shall be without penalty.

3. BASE RENT:

A. Throughout the Term of this lease, Tenant will pay Monthly Rent to Landlord as rent for the Premises. Monthly Rent will be paid in advance on or before the first day of each calendar month of the Term. If the Term commences on a day other than the first day of a calendar month or ends on a day other than the last day of a calendar month, then monthly rent will be appropriately prorated by Landlord based on the actual number of calendar days in such month. If the Term commences on a day other than the first day of a calendar month, then the prorated monthly rent for such month will be paid on or before the first day of the Term. The Monthly Rent is based on the rentable square footage of the Premises. Monthly Rent will be paid to Landlord, without written notice or demand, and without deduction or offset, in lawful money of the United States of America at Landlord's address, or to such other address as Landlord may from time to time designate in writing. In the event Landlord shall at any time or times accept said rent (or other payments) after it shall become due and payable, such acceptance shall not constitute a waiver of any of Landlord's rights hereunder or excuse such delay or delays on subsequent occasions.

B. The annual base rent ("Base Rent") for the use of Premise shall be:
Years 1 and 2 \$2,000.00 per year plus applicable sales tax (200 sq. ft at \$10/sq. ft)
Years 3 and 4 \$2,600.00 per year plus applicable sales tax (200 sq. ft at \$13/sq. ft)
Year 5 \$3,200.00 per year plus applicable sales tax (200 sq. ft at \$16/sq. ft)
With optional one-year renewals for the next five years where the base rent shall increase by 3% each year.

The first and last month of the lease shall be prorated.

C. In addition, Tenant shall and hereby agrees to pay Landlord each month a sum equal to any sales tax, tax on rentals, and any other charges, taxes and/or impositions, now in existence or hereinafter imposed, based on the privilege of renting the space leased hereunder or upon the total amount of rental and other fees collected therefore, including Additional Rent as specified below. Nothing herein shall, however, be taken to require Tenant to pay any part of any Federal and State Taxes on income imposed upon Landlord.

D. In the event Tenant's Monthly Rent and/or Additional Rent (as defined in Paragraph 3(B) of this Lease) payment is received after the fifth day of the month tenant shall promptly pay to Landlord, no later than at the time of the next monthly payment, a late charge equal to the greater

Initials:

of one hundred dollars (\$100.00). Such charge shall be due and payable without notice or demand, and Tenant agrees it represents a fair and reasonable estimate of the costs Landlord will incur by reason of the late payment by Tenant. The payment of such service charge in no way waives any other rights or remedies of Landlord resulting from a default hereunder. Additionally, interest shall accrue on any amount due by Tenant as rent hereunder at the rate of eighteen percent (18%) per annum.

4. **OPERATING EXPENSES, TAXES AND INSURANCE:** Tenant shall pay all additional expenses associated with the Building, including but not limited to real estate taxes (if real estate taxes are imposed in the future, Tenant shall pay their pro rata share of such taxes based on square footage.) Tenant shall at all times carry and maintain such required insurance as provided for in Section 16, herein.

5. **LANDLORD'S SERVICES:**

A. Landlord will maintain, repair and restore the structure of the Building, including the roof, and any mechanical plumbing problem not related to Tenant's use.

B. Landlord will not be in default under this Lease or be liable to Tenant or any other person for direct or consequential damage, or otherwise, for any failure to supply any heat, air conditioning, elevator, cleaning, lighting, security; for surges or interruptions of electricity; or for other services Landlord has agreed to supply during any period when Landlord uses reasonable diligence to supply such services. Landlord will use reasonable efforts to diligently remedy any interruption in the furnishing of such services. Landlord reserves the right to temporarily discontinue such services at such times as may be necessary by reason of accident; repairs, alterations or improvements; strikes; lockouts; riots; acts of God; governmental preemption in connection with a national or local emergency; any rule, order, or regulation of any governmental agency; conditions of supply and demand that make any product unavailable; Landlord's compliance with any mandatory governmental energy conservation or environmental protection program, or any voluntary governmental energy conservation program at the request of or with consent or acquiescence of Tenant; or any other happening beyond the control of Landlord. Landlord will not be liable to Tenant or any other person or entity for direct or consequential damages resulting from the admission to or exclusion from the Building of any person. In the event of invasion, mob, riot, public excitement, strikes, lockouts, or other circumstances rendering such action advisable in Landlord's sole opinion, Landlord will have the right to prevent access to the Building during the continuance of the same by such means as Landlord, in its sole discretion, may deem appropriate, including without limitation locking doors and closing parking areas and other common areas. Landlord will not be liable for damages to person or property or for injury to, or interruption of, business for any discontinuance permitted under this Paragraph 6, nor will such discontinuance in any way be construed as an eviction of Tenant or cause an abatement of rent or operate to release Tenant from any of Tenant's obligations under this Lease.

7. **PERMITTED USE:** Tenant shall use and occupy the Premises only for and related uses as on-site food services, and shall not use or permit the use of the Premises for any other purpose without the prior written consent of Landlord. Tenant's use of the Premises shall not violate any ordinance, law or regulation of any governmental body or the rules and regulations of Landlord or cause an unreasonable amount of use of any of the services provided in the Building as determined in the sole discretion of Landlord. Tenant agrees to conduct its business in the manner and according to the generally accepted business principles of the business or profession in which Tenant is engaged.

Initials:

No use shall be made or permitted to be made upon the Premises, nor acts done, which will increase the existing rate of insurance upon the property, or cause cancellation of policies covering said property. Only Tenant shall actually occupy and use the Premises.

9. **TENANT'S WORK:** During the term of the Lease, should Tenant at its sole expense, wish to make improvements to the space, Tenant shall be bound by, and agree to adhere to, Landlord's requirements as shown in the attached Exhibit "D" of this Lease. Tenant shall submit to Landlord a description of proposed work to be approved by Landlord prior to installation in accordance with the terms of Exhibit "D". Tenant shall submit to Landlord a detailed plan of the space to be approved in writing by landlord.

10. **TENANT'S CARE OF PREMISES:**

A. Tenant will take good care of the Premises and the fixtures and appurtenances therein, and will suffer no active or permissive waste or injury thereof. Tenant shall maintain the Premises in a clean, neat, and orderly condition to current health department standards. Tenant shall be responsible at all time for keeping their leased space clean to current health department standards and shall empty their trash as needed. Tenant shall be responsible for their prorata share of cleaning windows, coverings, and shampooing of carpeting and cleaning of floor located in the Premises, daily janitorial services and pest control (Tenant shall provide a copy of the pest control agreement and provide notice when service is occurring) as well as the painting and decorating of the Premises so as to maintain the Premises in good condition, normal wear and tear excepted. Notwithstanding anything to the contrary herein, Tenant shall promptly repair to the satisfaction of Landlord any injury or damage to the Premises or Building caused by the misuse or neglect thereof by Tenant, or by persons permitted on the Premises by Tenant, or by Tenant moving in or out of the Premises. Any repairs not promptly made by Tenant may be made by Landlord, and the cost of such repairs, together with a sum equal to fifteen percent (15%) of said costs for overhead and administration, shall be immediately due and payable by Tenant to Landlord and collectable as Additional Rent.

B. Tenant will not, without Landlord's written consent, which consent shall not be unreasonably withheld, make alterations, additions or improvements in or about the Premises, except for the inclusion or placement of decorative items, moveable furniture and kitchen equipment, and will not do anything to or on the Premises that will increase the rate of fire insurance on the Building. All alterations approved by Landlord (i) will be performed by contractors approved by Landlord and subject to conditions specified by Landlord (which may include requiring the posting of a mechanic's or material men's lien bond), and (ii) will require that Tenant obtain all applicable governmental permits and authorizations, and shall comply fully with all applicable laws, ordinances, and governmental regulations and with all applicable requirements of issuers issuing insurance with respect to the Premises, and shall see that any additional hazard relating to construction of the alteration or addition is fully covered by Tenant's comprehensive liability and employee's compensation insurance for the protection of Landlord. All alterations of a permanent nature made or installed by Tenant to the Premises shall become the property of Landlord at expiration of this Lease, but Landlord reserves the right to require Tenant to remove any improvements or additions made to the Premises by Tenant and to repair and restore the Premises to its condition prior to such alteration, additions or improvement. Tenant shall give advance notice to Landlord through the property manager of any supply deliveries or furnishing deliveries or removals which may require the use of the elevators or stairwells, or blocking or obstruction of hallways or entrances in the Building.

C. If Landlord has required Tenant to remove any or all alterations, additions, fixtures, and improvements that are made in or upon the Premises pursuant to this Paragraph 11 prior to the Termination Date, Tenant will remove such alterations, additions, fixtures, and improvements at

Initials:

Tenant's sole cost and will restore the Premises to the condition in which they were before such alterations, additions, fixtures, improvements, and additions were made, reasonable wear and tear excepted. All property of Tenant remaining on the Premises after expiration of the Lease Term shall be deemed abandoned and may be removed, stored, or disposed of by Landlord, in its sole discretion.

D. All work by or for Tenant related to the installation of Tenant's furnishings, fixtures, or equipment in the Premises, shall be performed in accordance with the requirements as stated in the attached Exhibit "D" of this Lease.

E. Tenant shall not place or maintain any coin operated vending machines within the Premises or the Building.

F. Tenant agrees that all personal property brought into the Premises by Tenant, its employees, licensees and invitees shall be at the sole risk of Tenant, and Landlord shall not be liable for theft thereof or of money deposited therein or for any damages thereto, such theft or damage being the sole responsibility of Tenant.

G. Tenant shall indemnify Landlord and hold Landlord harmless from and against every claim or liability arising from any alteration or addition performed by Tenant, including but not limited to bodily injury (including death) and property damages, and including but not limited to mechanic's or similar liens, and shall make such arrangement Landlord may reasonably require to protect the Premises from mechanic's liens or similar liens.

11. MECHANIC'S LIENS: Nothing contained in this Lease and no action or inaction by Landlord shall be construed as (i) constituting the consent or request of Landlord, express or implied, to any contractor, subcontractor, laborer, material man or vender to or for the performance of any labor or services or the furnishings of any materials or other property for the construction, alteration addition, repair or demolition of or to the Leased Property or any part thereof or (ii) giving Tenant any right, power or permission to contract for or permit the performance of any labor or services or the furnishing of any materials or other property in such fashion as would permit the making of any claim against Landlord in respect thereof or to make any agreement that may create, or in any way be the basis for, any right, title, interest, lien, claim or other encumbrance upon the estate of Landlord in the Leased Property or any portion thereof. Tenant shall strictly comply with the Mechanics' Lien Law of the State of Florida as set forth in F.S. 713. Tenant will pay or cause to be paid all costs and charges for work (a) done by Tenant or caused to be done by Tenant, in or to the Premises, and (b) for all materials furnished for or in connection with such work. Tenant will indemnify Landlord against and hold Landlord, the Premises, and the Project free, clear, and harmless of and from all mechanics' liens and claims of liens, and all other liabilities, liens, claims, and demands on account of such work by or on behalf of Tenant. If any such lien, at any time, is filed against the Premises or any part of the Project, Tenant will cause such lien to be discharged of record within 10 days after the filing of such lien, except that if Tenant desires to contest such lien, it will furnish Landlord, within such 10-day period, security reasonably satisfactory to Landlord of at least 150% of the amount of the claim, plus estimated costs and interest, or comply with such statutory procedures as may be available to release the lien. If a final judgment establishing the validity or existence of a lien for any amount is entered, Tenant will pay and satisfy the same at once. If Tenant fails to pay any charge for which a mechanics' lien has been filed, and has not given Landlord security as described above, or has not complied with such statutory procedures as may be available to release the lien, Landlord may, at its option, pay such charge and related costs and interest, and the amount so paid, together with reasonable attorneys' fees incurred in connection with such lien, will be immediately due from Tenant to Landlord as Additional Rent. Nothing contained in this Lease will be deemed the consent or agreement of Landlord to subject

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Landlord to liability under any mechanics' or other lien law. If Tenant receives written notice that a lien has been or is about to be filed against the Premises, or that any action affecting title to the Premises has been commenced on account of work done by or for or materials furnished to or for Tenant, it will immediately give Landlord written notice of such notice. At least 15 days prior to the commencement of any work (including but not limited to any maintenance, repairs, alterations, additions, improvements, or installations) in or to the Premises, by or for Tenant, Tenant will give Landlord written notice of the proposed work and the names and addresses of the persons supplying labor and materials for the proposed work. Landlord will have the right to give, record and post as appropriate, notices of non-responsibility or similar notices under any mechanic's lien laws now or hereafter existing, in order to protect the premises against any such liens. This section shall survive the termination of the Lease.

12. **LANDLORD'S RIGHTS:** Landlord shall have the following rights exercisable without notice to Tenant (except as expressly provided otherwise) and without being deemed an eviction or disturbance of Tenant's use or possession of the Premises, or giving rise to any claim for offset or abatement of rent:

A. **Matters Affecting View From Exterior.** To designate or approve prior to installation all types of signs, window shades, blinds, drapes, awnings or other similar items and all internal lighting that may be visible from the exterior of the Premises (either from outside the building or from common areas within the Building). Tenant shall propose any such installations to Landlord thirty (30) days prior to installation, within which time Landlord shall notify Tenant of any corrections or disapprovals.

B. **Access Changes.** To change the arrangement of entrances, doors, corridors, and other access ways in the Building (including ingress and egress to the Building), provided that no such change shall materially or adversely affect access to the Premises.

C. **Business Hours.** To close the Building after normal business hours except that Tenant and its employees and invitees shall be entitled to admission, under such regulations as Landlord prescribes for security purposes. Hours of operation shall be delineated on a Lease Addendum, and days of operation will reflect the College's current Academic Calendar (Exhibit E) of the College. In the event that the days and hours of operation are requested to be changed by the Tenant, such request must be submitted in writing to the campus Provost for approval by the College's Director of Procurement or AVP of Business Services.

D. **Access.** To take any and all reasonable measures, including inspections and repairs to the Premises or to the Building, as may be necessary or desirable for the operation or protection of the Building. Tenant shall allow Landlord access to the Premises for such purposes at reasonable times.

E. **Keys.** To maintain at all times master keys or pass keys to the Premises. If the Tenant changes any locks, Landlord must be provided with a key upon installation.

F. **Structural Elements.** To install and maintain pipes, ducts, conduits, wires, and other structural elements located in the Premises which serve other parts or other tenants of the Building.

13. **ENTRY BY LANDLORD:** Landlord, its agents, employees, and contractors may enter the Premises at any time in response to an emergency and at reasonable hours after giving twenty-four (24) hours advance written notice to:

- (1) Inspect the Premises;

Initials:

- (2) Exhibit the Premises to prospective purchasers, lenders, or tenants;
- (3) Determine whether Tenant is complying with all its obligations in this Lease;
- (4) Supply cleaning service and any other service to be provided by Landlord to Tenant according to this Lease;
- (5) Post written notices of non-responsibility or similar notices; or
- (6) Make repairs required of Landlord under the terms of this Lease or make repairs to any adjoining space or utility services or make repairs, alterations, or improvements to any other portion of the Building; however, all such work shall be done as promptly as reasonably possible and so as to cause as little interference to Tenant as reasonably possible.

Tenant, by this Paragraph 13, waives any claim against Landlord, its agents, employees, or contractors for damages for any injury or inconvenience to or interference with Tenant's business, any loss of occupancy or Quiet Enjoyment of the Premises, or any other loss occasioned by any entry in accordance with this Paragraph 13. Landlord will at all times have and retain a key with which to unlock all of the doors in, on, or about the Premises (excluding Tenant's vaults, safes, and similar areas designated in writing by Tenant in advance). Landlord will have the right to use any and all means Landlord deems proper to open doors in and to the Premises in an emergency in order to obtain entry to the Premises, provided that Landlord will promptly repair any damages caused by any forced entry. Any entry to the Premises by Landlord in accordance with this Paragraph 13 will not be construed or deemed to be a forcible or unlawful entry into or a detainer of the Premises or an eviction, actual or constructive, of Tenant from the Premises or any portion of the Premises, nor will any such entry entitle Tenant to damages or an abatement of Monthly Rent, Additional Rent, or other charges that this Lease requires Tenant to pay.

14. INDEMNIFICATION OF LANDLORD: Except for any injury or damage to persons or property on the Premises that is proximately caused by or results proximately from the negligence or acts of Landlord, its employees, or agents, Tenant will neither hold nor attempt to hold Landlord, its employees, or agents liable for any and all demands, claims, causes of action, fines, penalties, damages (including consequential damages), liabilities, judgments, and expenses (including without limitation reasonable attorneys' fees) and Tenant will indemnify and hold harmless Landlord, its employees, and agents from and against, any and all demands, claims, causes of action, fines, penalties, damages (including consequential damages), liabilities, judgments, and expenses (including without limitation reasonable attorneys' fees) incurred in connection with or arising from:

- (1) the use or occupancy or manner of use or occupancy of the Premises by Tenant or any person claiming under Tenant;
- (2) any activity, work, or thing done or permitted by Tenant in or about the Premises, the Building, or the Project;
- (3) any breach by Tenant or its employees, agents, contractors, or invitees of this Lease; and
- (4) any injury or damage to the person, property, or business of Tenant, its employees, agents, contractors, or invitees entering upon the Premises under the express or implied invitation of Tenant; and/or

Initials:

- (5) any injury to any person or persons, including death, resulting at any time therefrom, occurring in or about the Premises not otherwise caused by, or resulting from, the fault or negligence of Landlord.

Without in any way limiting the above, the Tenant agrees to indemnify the Landlord from any and all liability which may arise or be claimed in favor of any persons, for injuries or damages to the person or property of any person arising from Tenant's use of the Premises and for any damage occasioned by or resulting from the breakage, leakage, or obstruction of the water, gas, sewer pipes or of the roof or rain ducts, or any fire sprinkler or other quenching system, or of other leakage or overflow, or from carelessness, negligence or improper conduct on the part of Tenant or the Tenant's employees, subtenant (if any), or agents. The Landlord shall not be liable for any damage, loss or injury by reason of water, rain, fire, storms or accidents or by reason of the acts of any other Tenants, and the Rents shall not be diminished or withheld by reason or account of any such loss or damage.

If any action or proceeding is brought against Landlord, its employees, or agents by reason of any such claim for which Tenant has indemnified Landlord, Tenant, upon written notice from Landlord, will defend the same at Tenant's expense, with counsel determined by Landlord.

Tenant, as a material part of the consideration to Landlord for this Lease, by this Paragraph 14 waives and releases all claims against Landlord, its employees, and agents with respect to all matters for which Landlord has disclaimed liability pursuant to the provisions of this Lease.

15. INSURANCE:

A. At all times during the Term, Tenant will carry and maintain, at Tenant's expense, the following insurance, with an insurance company that has an A.M. Best rating A VII or better, in the amounts specified below or such other amounts as Landlord may from time to time reasonably request, with insurance companies and on forms satisfactory to Landlord:

- (1) Bodily injury and property damage liability insurance, with a combined single occurrence limit of not less than \$1,000,000. All such insurance will be equivalent to coverage offered by a commercial general liability form, including without limitation personal injury and contractual liability coverage for the performance by Tenant of the indemnity agreements set forth in Paragraph 14 of this lease;

- (2) Insurance covering all of Tenant's furniture and fixtures, machinery, equipment, stock, and any other personal property owned and used in Tenant's business and found in, on, or about any leasehold improvements to the Premises in excess of the allowance, if any, in an amount not less than the full replacement cost. Property forms will provide coverage on a broad form basis insuring against "all risks of direct physical loss." All policy proceeds will be used for the repair or replacement of the property damaged or destroyed; however, if this Lease ceases under the provisions of Paragraph 18, Tenant will be entitled to any proceeds resulting from damage to Tenant's furniture and fixtures, machinery, equipment, stock, and any other personal property;

- (3) Worker's compensation insurance insuring against and satisfying Tenant's obligations and liabilities under the worker's compensation laws of the State in which the Premises are located, including employer's liability insurance in the limits required by the laws of the State in which the Project is located; and

- (4) If Tenant operates owned, hired, or non-owned vehicles on the Project, comprehensive automobile liability at a limit of liability not less than \$500,000 combined

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bodily injury and property damage.

The insurance coverages and amounts in this Paragraph 15(A) will be reasonably determined by Landlord.

B. Certificates of insurance, together with copies of the endorsements, when applicable, naming Landlord and any others specified by Landlord as additional insureds, will be delivered to Landlord prior to Tenant's occupancy of the Premises and from time to time at least 10 days prior to the expiration of the Term of each such policy. All commercial general liability or comparable policies maintained by Tenant will name Landlord and such other persons or firms as Landlord specifies from time to time as additional insureds, entitling them to recover under such policies for any loss sustained by them, their agents, and employees as a result of the negligent acts or omissions of Tenant. All such policies maintained by Tenant will provide that they may not be terminated nor may coverage be reduced except after 30 days' prior written notice to Landlord. All commercial general liability and property policies maintained by Tenant will be written as primary policies, not contributing with and not supplemental to the coverage that Landlord may carry.

C. Landlord and Tenant each waive any and all rights to recover against the other or against any other Tenant or occupant of the Project, or against the officers, directors, shareholders, partners, joint venturers, employees, agents, customers, invitees, or business visitors of such other party or of such other Tenant or occupant of the Project, for any loss or damage to such waiving party arising from any cause covered by any property insurance required to be carried by such party pursuant to this Paragraph 15 or any other property insurance actually carried by such party to the extent of the limits of such policy. Landlord and Tenant from time to time will cause their respective insurers to issue appropriate waiver of subrogation rights endorsements to all property insurance policies carried in connection with the Premises or the contents of the Premises. Tenant agrees to cause all other occupants of the Premises claiming by, under, or through Tenant to execute and deliver to Landlord such a waiver of claims and to obtain such waiver of subrogation rights endorsements.

D. Landlord, its agents, and employees make no representation that the limits of liability specified to be carried by Tenant pursuant to this Paragraph 15 are adequate to protect Tenant. If Tenant believes that any of such insurance coverage is inadequate, Tenant will obtain such additional insurance coverage as Tenant deems adequate, at Tenant's sole expense.

16. REQUIREMENTS OF LAW; FIRE INSURANCE/HAZARDOUS MATERIALS:

A. At its sole cost and expense, Tenant will promptly comply with all laws, statutes, ordinances, and governmental rules, regulations, or requirements now in force or in force after the Lease Date, including without limitation requirements of the Americans with Disabilities Act of 1990, 42 U.S.C. 12101 et seq., with the requirements of any board of fire underwriters or other similar body constituted now or after this date, with any direction or occupancy certificate issued pursuant to any law by any public officer or officers, as well as with the provisions of all recorded documents affecting the Premises, insofar as they relate to the condition, use, or occupancy of the Premises, excluding requirements of structural changes to the Premises or the Building, unless required by the unique nature of Tenant's use or occupancy of the Premises.

B. For purposes of this lease, "Hazardous Materials" means any explosives, radioactive materials, hazardous wastes, or hazardous substances, including without limitation substances defined as "hazardous substances" in the Comprehensive Environmental Response, Compensation and Liability Act of 1980, as amended, 42 U.S.C. §§ 9601-9657; the Hazardous Materials Transportation Act of 1975, 49 U.S.C. §§ 1801-1812; the Resource Conservation and Recovery Act of 1976, 42 U.S.C. §§ 6901-6987; or any other federal, state, or local statute, law, ordinance, code, rule, regulation, order, or decree regulating, relating to, or imposing liability or standards of

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conduct concerning hazardous materials, waste, or substances now or at any time hereafter in effect (collectively, "Hazardous Materials Laws").

(1) Tenant will not cause or permit the storage, use, generation, or disposition of any Hazardous Materials in, on, or about the Premises or the Project by Tenant, its agents, employees, or contractors. Tenant will not permit the Premises to be used or operated in a manner that may cause the Premises or the Project to be contaminated by any Hazardous Materials in violation of any Hazardous Materials Laws. Tenant will immediately advise Landlord in writing at the time Tenant becomes aware of (1) any and all enforcement, cleanup, remedial, removal, or other governmental or regulatory actions instituted, completed, or threatened pursuant to any Hazardous Materials Laws relating to any Hazardous Materials affecting the Premises; and (2) all claims made or threatened by any third party against Tenant, Landlord, or the Premises relating to damage, contribution, cost recovery, compensation, loss, or injury resulting from any Hazardous Materials on or about the Premises. Without Landlord's prior written consent, Tenant will not take any remedial action or enter into any agreements or settlements in response to the presence of any Hazardous Materials in, on, or about the Premises.

(2) Tenant will be solely responsible for and will defend, indemnify and hold Landlord, its agents, and employees harmless from and against all claims, costs, and liabilities, including attorneys' fees and costs, arising out of or in connection with Tenant's breach of its obligations in this Paragraph 17. Tenant will be solely responsible for and will defend, indemnify, and hold Landlord, its agents, and employees harmless from and against any and all claims, costs, and liabilities, including attorneys' fees and costs, arising out of or in connection with the removal, cleanup, and restoration work and materials necessary to return the Premises and any other property of whatever nature located on the Project to their condition existing prior to the appearance of Tenant's Hazardous Materials on the Premises. Tenant's obligations under this Paragraph 16 will survive the expiration or other termination of this Lease.

C. Tenant will not do or permit to be done any act or thing upon the Premises that would (a) jeopardize or be in conflict with fire insurance policies covering the Premises and fixtures and property in the Premises; (b) increase the rate of fire insurance applicable to the Premises to an amount higher than it otherwise would be for general use of the Premises; or (c) subject Landlord to any liability or responsibility for injury to any person or persons or to property by reason of any business or operation being carried on upon the Premises.

17. CONDEMNATION: If the Premises or any portion thereof shall be taken under power of eminent domain, this Lease shall automatically terminate as of the date of such taking. Tenant hereby assigns to Landlord any award which may be made in such taking, provided however, nothing contained herein shall be deemed to give Landlord any interest in nor require Tenant to assign to Landlord any award made to Tenant for the taking of Tenant's personal property and fixtures, nor for the interruption of or damage to, Tenant's business.

18. DESTRUCTION OF PREMISES: In the event of (a) partial destruction of the Premises or the Building in which the Premises are located during the Lease Term which requires repairs to either the Premises or the Building or (b) the Premises or the Building being declared unsafe or unfit for occupancy by any authorized public authority for any reason other than Tenant's act, use, or occupation, which declaration requires repair to either the Premises or the Building, Landlord shall make the repairs, provided that the damage is such, in Landlord's sole reasonable judgment, that under normal working conditions, repairs could be made within ninety (90) days, but partial destruction (including any destruction necessary in order to make repairs required by any declaration) shall in no way annul or void this Lease, except that

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Tenant shall be entitled to a proportionate reduction of rent while such repairs are being made; and such work or repair shall be commenced promptly after the nature of the damage and degree of repair required is determined, any necessary permits from governmental authorities are obtained, and if appropriate, insurance adjustments completed. The proportionate reduction is to be based upon the extent to which the making of repairs shall interfere with the business carried on by Tenant in the Premises. If the damage be such, in nature or extent, that repairs cannot be made within ninety (90) days as aforesaid, either party may terminate this Lease by giving written notice to the other party and if neither party elects to terminate then Landlord shall proceed nonetheless to make same, this Lease continuing in full force and effect and the rent to be proportionately abated, as in this Paragraph provided. Any repairs undertaken by Landlord in accordance with the foregoing shall be substantially completed as soon as practicable. A total destruction (including any destruction required by any authorized public authority) of either the Premises or the Building shall terminate this Lease.

19. EVENTS OF DEFAULT: The following events are referred to, collectively, as "events of default" or, individually, as an "event of default":

A. Tenant defaults in the due and punctual payment of Rent, and such default continues for 5 days after written notice from Landlord; however, Tenant will not be entitled to more than 1 written notice for monetary defaults during any 12-month period, and if after such written notice any Rent is not paid when due, an event of default will be considered to have occurred without further notice;

B. Tenant vacates or abandons the Premises;

C. This Lease or the Premises or any part of the Premises are taken upon execution or by other process of law directed against Tenant, or are taken upon or subject to any attachment by any creditor of Tenant or claimant against Tenant, and said attachment is not discharged or disposed of within 15 days after its levy;

D. Tenant files a petition in bankruptcy or insolvency or for reorganization or arrangement under the bankruptcy laws of the United States or under any insolvency act of any state, or admits the material allegations of any such petition by answer or otherwise, or is dissolved or makes an assignment for the benefit of creditors;

E. Involuntary proceedings under any such bankruptcy law or insolvency act or for the dissolution of Tenant are instituted against Tenant, or a receiver or trustee is appointed for all or substantially all of the property of Tenant, and such proceeding is not dismissed or such receivership or trusteeship vacated within 60 days after such institution or appointment;

F. Tenant fails to take possession of the Premises on the Commencement Date of the Term; or

G. Tenant breaches any of the other agreements, terms, covenants, conditions, or rules and regulations of this Lease, and such breach continues for a period of fifteen (15) days after written notice from Landlord to Tenant or, if such breach cannot be cured reasonably within such fifteen(15) day period, if Tenant fails to diligently commence to cure such breach within fifteen (15) days after written notice from Landlord and to complete such cure within fifteen (15)days thereafter.

20. REMEDIES OF LANDLORD ON DEFAULT OR BREACH BY TENANT:

A. If any one or more events of default set forth in Paragraph 19 occurs then Landlord has the right, at its election:

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(1) To give Tenant written notice of Landlord's intention to terminate this Lease on the earliest date permitted by law or on any later date specified in such notice, in which case Tenant's right to possession of the Premises will cease and this Lease will be terminated, except as to Tenant's liability, as if the expiration of the Term fixed in such notice were the end of the Term;

(2) Without further demand or notice, to reenter and take possession of the Premises or any part of the Premises, repossess the same, expel Tenant and those claiming through or under Tenant, and remove the effects of both or either, using such force for such purposes as may be necessary, without being liable for prosecution, without being deemed guilty of any manner of trespass, and without prejudice to any remedies for arrears of monthly rent or other amounts payable under this Lease or as a result of any preceding breach of covenants or conditions; or

(3) Without further demand or notice to cure any event of default and to charge Tenant for the cost of effecting such cure, including without limitation reasonable attorneys' fees and interest on the amount so advanced at the highest legal rate allowed by law, provided that Landlord will have no obligation to cure any such event of default of Tenant.

(4) Should Landlord elect to reenter as provided in subsection (2), or should Landlord take possession pursuant to legal proceedings or pursuant to any notice provided by law, Landlord may, from time to time, without terminating this Lease, relet the Premises or any part of the Premises in Landlord's or Tenant's name, but for the account of Tenant, for such term or terms (which may be greater or less than the period which would otherwise have constituted the balance of the Term) and on such conditions and upon such other terms (which may include concessions of free rent and alteration and repair of the Premises) as Landlord, in its reasonable discretion, may determine, and Landlord may collect and receive the rent. Landlord will in no way be responsible or liable for any failure to relet the Premises, or any part of the Premises, or for any failure to collect any rent due upon such reletting. No such reentry or taking possession of the Premises by Landlord will be construed as an election on Landlord's part to terminate this Lease unless a written notice of such intention is given to Tenant. No written notice from Landlord under this Section or under a forcible or unlawful entry and detainer statute or similar law will constitute an election by Landlord to terminate this Lease unless such notice specifically so states. Landlord reserves the right following any such reentry or reletting to exercise its right to terminate this Lease by giving Tenant such written notice, in which event this Lease will terminate as specified in such notice.

(5) If any event of default occurs, the Landlord shall have the right, at its option, to declare (accelerate) the rents for the entire remaining Term and the rents and other indebtedness, if any, shall be immediately due and payable without regard to whether possession shall have been surrendered to or taken by the Landlord, and Landlord may commence action immediately thereupon and recover judgment therefor.

(6) During the period of any litigation between Landlord and Tenant regarding this Lease, whether or not Tenant shall have claimed payment of rent as a defense, Tenant shall be required to post with the Registry of the Court all past-due Rents and additional Rents as they come due. Tenant's failure to post such rents with the Court shall be grounds for the entry of an immediate order entitling Landlord to possession of the Premises forthwith.

B. In the event that Landlord does not elect to terminate this Lease as permitted in Paragraph

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20(A)(1), but on the contrary elects to take possession as provided in Paragraph 20(A)(2), Tenant will pay to Landlord monthly Rent and other sums as provided in this Lease that would be payable under this Lease if such repossession had not occurred, less the net proceeds, if any, of any reletting of the Premises after deducting all of Landlord's reasonable expenses in connection with such reletting, including without limitation all repossession costs, brokerage commissions, attorneys' fees, expenses of employees, alteration and repair costs, and expenses of preparation for such reletting. If, in connection with any reletting, the new Lease term extends beyond the existing Term, or the Premises covered by such new Lease include other Premises not part of the Premises, a fair apportionment of the rent received from such reletting and the expenses incurred in connection with such reletting as provided in this Section will be made in determining the net proceeds from such reletting, and any rent concessions will be equally apportioned over the Term of the new Lease. Tenant will pay such rent and other sums to Landlord monthly on the day on which the monthly rent would have been payable under this Lease if possession had not been retaken, and Landlord will be entitled to receive such rent and other sums from Tenant on each such day.

C. If this Lease is terminated on account of the occurrence of an event of default, Tenant will remain liable to Landlord for damages in an amount equal to monthly Rent and other amounts that would have been owing by Tenant for the balance of the Term, had this Lease not been terminated, less the net proceeds, if any, of any reletting of the Premises by Landlord subsequent to such termination, after deducting all of Landlord's expenses in connection with such reletting, including without limitation the expenses enumerated in Paragraph 20(B). Landlord will be entitled to collect such damages from Tenant monthly on the day on which monthly Rent and other amounts would have been payable under this Lease if this Lease had not been terminated, and Landlord will be entitled to receive such monthly Rent and other amounts from Tenant on each such day. Alternatively, at the option of Landlord, in the event this Lease is so terminated, Landlord will be entitled to recover against Tenant as damages for loss of the bargain and not as a penalty:

- (1) The worth at the time of award of the unpaid Rent that had been earned at the time of termination;
- (2) The worth at the time of award of the amount by which the unpaid Rent that would have been earned after termination until the time of award exceeds the amount of such rental loss that Tenant proves could have been reasonably avoided;
- (3) The worth at the time of award of the amount by which the unpaid Rent for the balance of the Term of this Lease (had the same not been so terminated by Landlord) after the time of award exceeds the amount of such rental loss that Tenant proves could be reasonably avoided;
- (4) Any other amount necessary to compensate Landlord for all the detriment proximately caused by Tenant's failure to perform its obligations under this Lease or which in the ordinary course of things would be likely to result therefrom.

The "worth at the time of award" of the amounts referred to in clauses (a) and (b) above is computed by adding interest at the highest legal rate allowed by law on the date on which this Lease is terminated from the date of termination until the time of the award. The "worth at the time of award" of the amount referred to in Paragraph 23(C)(3) above is computed by discounting such amount at the discount rate of the United States Federal Reserve Bank, at the time of award plus 1%.

D. Any suit or suits for the recovery of the amounts and damages set forth in Paragraphs 20(B) and 20(C) may be brought by Landlord, from time to time, at Landlord's election, and nothing in this Lease will be deemed to require Landlord to await the date upon which this Lease or the Term

Initials:

would have expired had there occurred no event of default. Each right and remedy provided for in this Lease is cumulative and is in addition to every other right or remedy provided for in this Lease or now or after the Lease date existing at law or in equity or by statute or otherwise, and the exercise or beginning of the exercise by Landlord of any one or more of the rights or remedies provided for in this Lease or now or after the Lease date existing at law or in equity or by statute or otherwise will not preclude the simultaneous or later exercise by Landlord of any or all other rights or remedies provided for in this Lease or now or after the Lease date existing at law or in equity or by statute or otherwise. All costs incurred by Landlord in collecting any amounts and damages owing by Tenant pursuant to the provisions of this Lease or to enforce any provision of this Lease, including reasonable attorneys' fees from the date any such matter is turned over to an attorney, whether or not one or more actions are commenced by Landlord, will also be recoverable by Landlord from Tenant.

E. Tenant waives any right of redemption arising as a result of Landlord's exercise of its remedies under this Paragraph 20.

21. LANDLORD'S DEFAULT: Landlord shall in no event be in default in the performance of any of its obligations under this Lease unless and until Landlord shall have failed to perform such obligations within thirty (30) days after receipt of written notice from Tenant of such default, or such additional time as is reasonably required to correct any such default, which notice must specify wherein Landlord has failed to perform any such obligations.

22. CONDITION UPON SURRENDER OF PREMISES: At the end of this Lease, Tenant will promptly quit and surrender the Premises broom-clean, in good order and repair, ordinary wear and tear excepted. If Tenant is not then in default, Tenant may remove from the Premises any trade fixtures, equipment, and movable furniture placed in the Premises by Tenant, whether or not such trade fixtures or equipment are fastened to the Building; Tenant will not remove any trade fixtures or equipment without Landlord's prior written consent if such fixtures or equipment are used in the operation of the Building, or if the removal of such fixtures or equipment will result in impairing the structural strength of the Building. Whether or not Tenant is in default, Tenant will remove such alterations, additions, improvements, trade fixtures, equipment, and furniture as Landlord has requested in accordance with Paragraph 10. Tenant will fully repair any damage occasioned by the removal of any trade fixtures, equipment, furniture, alterations, additions, and improvements. All trade fixtures, equipment, furniture, inventory, effects, alterations, additions, and improvements on the Premises after the end of the Term will be deemed conclusively to have been abandoned and may be appropriated, sold, stored, destroyed, or otherwise disposed of by Landlord without written notice to Tenant or any other person and without obligation to account for them. Tenant will pay Landlord for all expenses incurred in connection with the removal of such property, including but not limited to the cost of repairing any damage to the Building or Premises caused by the removal of such property. Tenant's obligation to observe and perform this covenant will survive the expiration or other termination of this Lease.

23. MISCELLANEOUS:

A. RELOCATION/REDEVELOPMENT: Notwithstanding the foregoing, Landlord shall have the right to redevelop the Building and surrounding property. Landlord shall give Tenant a minimum of six (6) months' advance written notice of its intent to redevelop ("Redevelopment Notice"). If such redevelopment shall include a retail component compatible to Tenant's use, then Landlord agrees to offer to relocate Tenant to a comparable space in the redeveloped building. Should the redevelopment not include a compatible space, or should Tenant not agree within two (2) months after receipt of the Redevelopment Notice to be relocated, either party shall have the right to terminate the Lease. Failure by Tenant to provide a timely response to the Redevelopment Notice, or to agree to be relocated shall be deemed an election not to be relocated.

Initials:

B. SIGNS: Tenant shall be permitted to purchase, at its sole cost and expense, standard signage as approved by Landlord. Landlord shall approve the placement of interior and exterior signage, including approval of any specifications and text.

C. ATTORNEY AND PARALEGAL FEES: In case suit should be brought for recovery of the Premises, or for any sum due hereunder, or because of any act which may arise out of the possession of the Premises, by either party, the prevailing party shall be entitled to all costs incurred in connection with such action, including reasonable attorney and paralegal fees, and including appellate and bankruptcy proceedings.

D. NOTICES: Any notice which either party may or is required to give, shall be given by mailing the same, certified mail return receipt requested, postage prepaid, to Tenant or Landlord at the address shown below, or at such other places as may be designated by the parties from time to time. Notices shall be deemed delivered three (3) days following deposit of same with the United States Postal Service if sent as hereinabove specified

Landlord: St. Petersburg College
General Counsel's Office, Downtown Center
PO Box 13489.
St. Petersburg, FL 33733

Tenant: Doughco, LLC
Amer N. Fackih (Managing Partner)
PO Box 47813
St. Petersburg, FL 33743

E. HOLDING OVER: Tenant will have no right to remain in possession of all or any part of the Premises after the expiration or earlier termination of the Term. If Tenant remains in possession of all or any part of the Premises after the expiration or earlier termination of the Term, with the express or implied consent of Landlord: (a) such tenancy will be deemed to be a periodic tenancy from month-to-month only; (b) such tenancy will not constitute a renewal or extension of this Lease for any further Term; and (c) such tenancy may be terminated by Landlord upon the earlier of 30 days' prior written notice or the earliest date permitted by law. In such event, monthly Rent will be increased to an amount equal the greater of two times the Monthly Rent payable during the last month of the Term, and any other sums due under this Lease will be payable in the amount and at the times specified in this Lease. In addition to the payment of the increased Monthly Rent as set forth herein and all Additional Rent, Tenant shall be liable to Landlord for all costs, claims, losses or liabilities (including attorney's fees) which Landlord may incur as a result of Tenant's failure to surrender possession of the Premises to Landlord upon the expiration or earlier termination of this Lease. In no way shall the increased Monthly Rent set forth herein or any other monetary or nonmonetary requirements set forth in this Lease be construed to constitute liquidated damages for Landlord's loss resulting from Tenant's holdover. Such month-to-month tenancy will be subject to every other term, condition, and covenant contained in this Lease.

F. TIME: Time is of the essence of this Lease.

G. HEIRS, ASSIGNS, SUCCESSORS: This Lease is binding upon and inures to the benefit of the heirs, assigns and successors in interest to the parties.

H. RULES AND REGULATIONS: Tenant shall abide by the rules and regulations (attached hereto as Exhibit "D") or as may be promulgated by Landlord from time to time provided

Initials:

by future rules and regulations do not hinder Tenant's use of the Premises. Violation of such rules and regulations, after notice and reasonable opportunity to cease or cure, pursuant to Paragraph 19 (G) shall constitute a breach of this Lease.

I. ESTOPPEL CERTIFICATE: Tenant shall execute an estoppel certificate requested by Landlord or any mortgagee of Tenant certifying to all material facts relevant to this Lease and Tenant's possession of the Premises within five (5) business days of request for same. If true, the estoppel certificate will certify that Tenant is in possession of the Premises, that this Lease is unmodified and in full effect (or, if modified, set forth the modifications), confirming through what date rent has been paid, and confirming that to Tenant's knowledge there is no existing default of Landlord or Tenant (or if any default, what is the nature of the default).

J. QUIET ENJOYMENT: Landlord covenants that upon Tenant's paying the Base Rent and any other sums due hereunder and observing and performing all the terms, covenants and conditions of this Lease on its part to be observed and performed, Tenant may peaceably and quietly enjoy the Premises, subject, nevertheless, to the terms and conditions of this Lease.

K. ACCORD AND SATISFACTION: No endorsement or statement on any check or in any letter accompanying any check in payment of Base Rent or any other sums due from Tenant to Landlord shall be deemed as accord and satisfaction. Landlord may accept such check or payment without being subject to the terms of any such endorsement or statement and without prejudice to Landlord's right to recover the balance of all Base Rent or any other charges due Landlord or Landlord's right to pursue any other remedy provided in this Lease.

L. WAIVER OF JURY TRIAL: LANDLORD AND TENANT HEREBY WAIVE TRIAL BY JURY IN ANY ACTION, PROCEEDING OR COUNTERCLAIM BROUGHT BY EITHER OF THE PARTIES HERETO AGAINST THE OTHER, ON OR IN RESPECT TO ANY MATTER WHATSOEVER ARISING OUT OF OR IN ANY WAY CONNECTED WITH THIS LEASE, THE RELATIONSHIP OF LANDLORD AND TENANT HEREUNDER, TENANT'S USE OR OCCUPANCY OF THE PREMISES, AND/OR CLAIM OF INJURY OR DAMAGES.

M. FORCE MAJEURE: Tenant shall be excused for the period of any delay and shall not be deemed in default with respect to the performance of any of the terms, covenants, and conditions of this Lease when prevented from so doing by a cause or causes beyond its control, which shall include, but shall not be limited to, all labor disputes, governmental regulations or controls, fire or other casualty, inability to obtain any material or services, acts of God, or any other cause not within its reasonable control.

N. RELATIONSHIP OF PARTIES: The parties are only landlord and tenant and are not partners or in any other business relationship.

O. COMPLIANCE: Landlord and Tenant shall comply with any and all requirements of the county, municipal, state, federal and other applicable governmental authorities, now in force, or which may hereafter be in force, pertaining to the Premises, and shall faithfully observe in the use of the Premises all municipal and county ordinances, and state and federal statutes now in force or which may hereafter be in force, and all regulations, orders and other requirements issued or made pursuant to any such ordinances and statutes. In addition, Tenant shall provide a fully charged fire extinguisher in Premises.

P. ASSIGNMENT AND SUBLETTING: Tenant shall not assign this Lease or sublet any portion of the Premises without prior written consent of the Landlord whose consent shall not be unreasonably withheld. Any such assignment or subletting without consent shall be void and, at

Initials:

the option of the Landlord, may terminate this Lease. The sale or transfer of a majority of Tenant's voting stock (if a corporation) or partnership interest (if a partnership) or the occupancy of the Premises by any successor firm of the Tenant or by any firm into which or with which the Tenant may become merged or consolidated shall not be deemed an assignment of this Lease requiring the prior written consent of Landlord.

Q. FLORIDA CONTRACT: This Lease has been made under and shall be construed and interpreted under and in accordance with the laws of the State of Florida. Venue for any litigation arising hereunder shall be in Pinellas County, Florida or in the U.S. District Court for the Middle District of Florida, Tampa Division.

R. EXHIBITS: All exhibits to this Lease are by this provision incorporated into this Lease as a material part hereof.

S. BROKER: Tenant warrants that it did not have dealings with any broker.

T. LEASE NOT TO BE RECORDED: Either party's recordation of this Lease or any memorandum or short form of it will be void and a default under this Lease.

U. CORPORATE WARRANTIES BY TENANT: If Tenant is a corporation, the parties executing the Lease on behalf of Tenant represent and warrant to Landlord, that:

A. Tenant is a valid and existing corporation;

B. All things necessary to qualify Tenant to do business in the State of Florida have been accomplished prior to the date of the Lease;

C. All franchise and other corporate taxes have been paid to the date of the Lease;

D. All forms, reports, fees and taxes required to be filed or paid by such corporation have been filed or paid;

E. The certified copy of a corporate resolution so stating delivered to Landlord concurrently with the execution of the Lease.

V. INTERPRETATION OF LEASE PROVISIONS: The Lease shall be construed without regard to the identity of the person who drafted the various provisions hereof. Moreover, each and every provision of the Lease shall be construed as though all parties hereto participated equally in the drafting of the Lease. As a result of the foregoing, any rule or construction that a document is to be construed against the drafting party shall not be applicable.

W. NO WAIVER: No waiver of any covenant or condition or the breach of any covenant or condition of the Lease shall be taken to constitute a waiver of any subsequent breach of such covenant or condition, not to justify or authorize the non-observance on any other occasion of the same or any other covenant or condition hereof; nor shall the acceptance of rent or other payment by the Landlord at any time when the Tenant is in default under any covenant or condition hereof be construed as a waiver of such default or of the Landlord's right to terminate the Lease on account of such default; nor shall any waiver or indulgence granted by the Landlord to the Tenant be taken as an estoppel against the Landlord, it being expressly understood that if at any time the Tenant shall be in default in any of its covenants or conditions hereunder, and acceptance by the Landlord of rental or other payment during the continuance of such default or the failure on the part of the Landlord promptly to avail itself of such other rights or remedies as the Landlord may have, shall

Initials:

not be construed as a waiver of such default, but the Landlord may at any time thereafter, if such default continues, terminate the Lease on account of such default in the manner provided for in the Lease.

X. RADON GAS: Radon is a naturally occurring radioactive gas that when it has accumulated in a building in sufficient quantities, may present health risks to persons who are exposed to it over time. Levels of radon that exceed federal and state guidelines have been found in buildings in Florida. Additional information regarding radon and radon testing may be obtained from your county health department. This notice is given pursuant to 404.056(5) Florida Statutes.

Z. JOINT AND SEVERAL LIABILITY: If Tenant is composed of more than one signatory to this Lease, each signatory will be jointly and severally liable with each other signatory for payment and performance according to this Lease. The act of, written notice to, written notice from, refund to, or signature of any signatory to this Lease (including without limitation modifications of this Lease made by fewer than all such signatories) will bind every other signatory as though every other signatory had so acted, or received or given the written notice or refund, or signed.

AA. LIMITATION ON RECOURSE: It is agreed that Landlord (and its shareholders, venturers, and partners, and their shareholders, venturers, and partners and all of their officers, directors, and employees) will not be personally liable for any such judgments. The provisions contained in the preceding sentences are not intended to and will not limit any right that Tenant might otherwise have to obtain injunctive relief against Landlord or relief in any suit or action in connection with enforcement or collection of amounts that may become owing or payable under or on account of insurance maintained by Landlord.

BB. SEVERABILITY: If any provision of this Lease proves to be illegal, invalid, or unenforceable, the remainder of this Lease will not be affected by such finding, and in lieu of each provision of this Lease that is illegal, invalid, or unenforceable a provision will be added as a part of this Lease as similar in terms to such illegal, invalid, or unenforceable provision as may be possible and be legal, valid, and enforceable.

CC. LIEN FOR RENT: Tenant hereby grants to Landlord a lien on all property of Tenant now or hereafter placed in or on the Premises and such other property shall be and remain subject to such lien of Landlord for payment of all rent and other sums agreed to be paid by Tenant herein or for services or costs relating to the Premises that the Tenant may hereafter agree to pay Landlord. Said lien shall be in addition to and cumulative of the Landlord's lien rights provided by law.

DD. ENTIRE AGREEMENT /WRITTEN AMENDMENT REQUIRED: This Lease, the Exhibits and Addenda, if any, contain the entire agreement between Landlord and Tenant. No promises or representations, except as contained in this Lease, have been made to Tenant respecting the condition or the manner of operating the Premises, the Building, or the Project. No amendment, alteration, modification of, or addition to the Lease will be valid or binding unless expressed in writing and signed by Landlord and Tenant. Tenant agrees to make any modifications of the terms and provisions of this Lease required or requested by any lending institution providing financing for the Building, or Project, as the case may be, provided that no such modifications will materially adversely affect Tenant's rights and obligations under this Lease.

EE. COUNTERPARTS AND ELECTRONIC SIGNATURES: This Lease may be executed in multiple counterparts, each of which shall be deemed an original agreement and both of which shall constitute one and the same agreement. Each party agrees that this Lease and any other documents

Initials:

to be delivered in connection herewith may be electronically signed, and that any electronic signatures appearing on this Agreement or such other documents are the same as handwritten signatures for the purposes of validity, enforceability, and admissibility.

IN WITNESS WHEREOF, the parties have executed this Lease as of the day and year first above written

For Landlord:

SIGNATURE

NAME

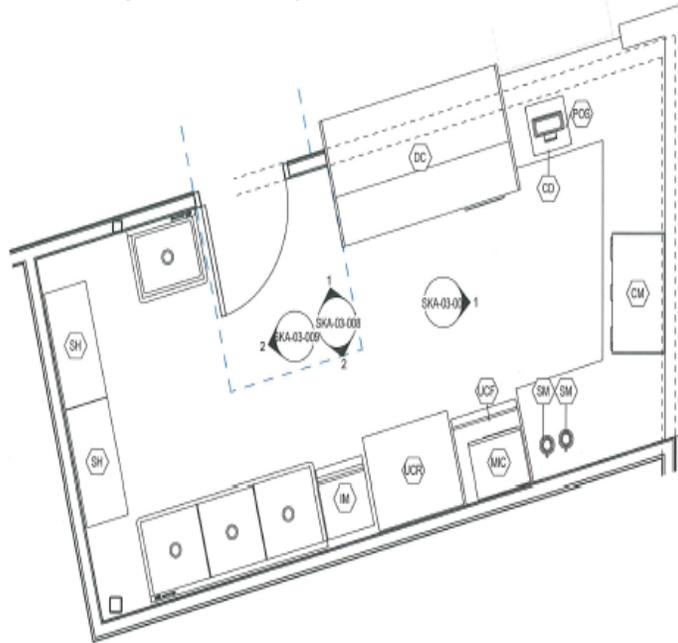
For Tenant:

SIGNATURE

NAME

Initials:

EXHIBIT A (FLOOR PLAN)



1 LEVEL 1 - COFFEE SHOP
3/8" = 1'-0"

EQUIPMENT SCHEDULE - COFFEE			
TAG	DESCRIPTION	MANUFACTURER	MODEL #
CD	CASH DRAWER		
CM	COMMERCIAL ESPRESSO MACHINE	LA SPAZIALE	SELETRON SUPREMA CLASSIC S40 (GROUP 3)
DC	OPEN REFRIGERATED CASE	TURBO AIR	TOM-40S-SP(A)
IM	ICE STORAGE BIN	MANITOWOC	UDE-0060A
MIC	COUNTERTOP MICROWAVE	AMANA	RMS10TS
POS	POS SYSTEM		
SH	METAL SHELVING		
SM	SMOOTHIE MACHINE	BLENDETEC COMMERCIAL	STEALTH 60S - COUNTERTOP
UCF	UNDER-COUNTER DOUBLE DRAWER FREEZER	TRUE	TUC-21F-ADA-HC
UCR	UNDERCOUNTER REFRIGERATOR	TRUE	TUC-36-HC

100 Mirror Lake Drive North
St. Petersburg, Florida 33710-5234
(727) 823-0590 Fax (727) 823-0475
www.wa-arch.com
AN0002377



St. Petersburg College: St Petersburg/
Gibbs Campus Student Success Center

6635 5th Ave N, St. Petersburg, FL 33710

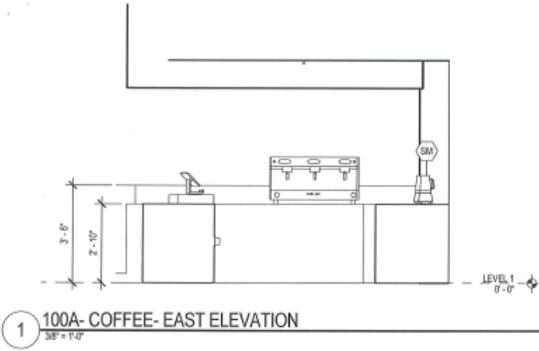
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Project # 301-D-17-3
Rev. 301-D-17-3
Sheet
Date 07.16.18

CAFE ENLARGED PLAN

SKA-03-007

Initials:



188 Mirror Lake Drive North
 St. Petersburg, Florida 33702-2414
 (727) 822-5554 Fax (727) 822-5475
 www.wja.com
 A5002277



St. Petersburg College: St Petersburg/
 Gibbs Campus Student Success Center

6505 5th Ave N, St. Petersburg FL 33710

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Project # 301-D-17-3
 Rev. 301-D-17-3
 Sheet
 Date 07.16.18

CAFE ELEVATIONS
 SKA-03-009

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EXHIBIT "B"

Equipment List

Student Success Center, St. Petersburg/Gibbs Campus		
Coffee Bar Equipment Responsibility Matrix		
Equipment Description	Responsibility	
Mop Sink- Stainless Steel	SPC	
Mop Sink Faucet	SPC	
Mop Hanger Bracket	SPC	
Mop Sink Hose & Hanger	SPC	
2 Door Fridge- S/s	SPC *	
65 Gal Electric Water Heater	SPC	
Dishwasher	SPC *	
3 Compartment Sink	SPC	
Pre-Rinse w/ Filler Nozzle	SPC	
Ice Machine	SPC *	
Water Filtration to Café	SPC	
Coffee Brewer	DoCo Cafe	
Undercounter fridge 48"	SPC *	
In Counter Cup Dispenser	SPC	
Blendtec Smoothie Blenders	DoCo Cafe	
2 TV mounts/HDMI Cables	SPC	
Media Player/Eddid Emulator Digital Menus	DoCo Cafe	
TV 49" Digital Menu TV (2)	SPC	
Espresso Machine	SPC *	
Hand Sink	SPC	
Towel & Soap Dispenser	SPC	
Undercounter Fridge 25"	SPC *	
Espresso Grinder	SPC *	
Pitcher Rinser	DoCo Cafe	
Knock Box	DoCo Cafe	
Horizontal Open Display Case	SPC *	
Top Display Dry Case	SPC *	
Under Counter Cooler	SPC *	
Secure Internet for Point of Sale	DoCo Cafe	
Oven - located in main food service area	SPC *	

- Landlord shall be responsible for necessary service of equipment owned or provided by Landlord above.
- **SPC*** - Beginning in year two, Tenant agrees to reimburse Landlord 20% of final repair cost greater than \$250.00, or 20% of replacement cost of these items.
- All requests for such service shall be made by Tenant to the Office of the Provost of the Gibbs Campus.
- All equipment identified above as being provided by Tenant shall remain the property of Tenant and shall be serviced by Tenant.

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EXHIBIT "C"

Tenant's Work

Tenant's improvements to space shall meet the requirements listed below:

- (a) All tenant improvement plans and specifications for the work and for later alterations, additions, substitutions and improvements shall be submitted to the Landlord and preapproved by Landlord in writing.
- (b) No Premises work shall be initiated until Tenant shall have procured, so far as the same may be required by law from time to time, all permits, authorizations, reports and/or other necessary action of all municipal agencies and departments of governmental agencies and subdivisions having applicable jurisdiction;
- (c) All improvements shall be installed in compliance with all applicable permits and authorizations and building and zoning laws and with all other laws, ordinances, orders, rules, regulations and requirements of all federal, state and municipal governments, departments, commissions, boards and officers, and in accordance with applicable insurance requirements. All construction shall be done in conformity with all health and safety requirements and in a good and workmanlike manner;
- (d) Prior to the commencement of any work, and at Landlord's request, Tenant shall, at Tenant's expense, furnish to Landlord a payment and performance bond covering the cost of the work and the performance thereof;
- (e) All work shall be performed by duly licensed and qualified contractors and shall be approved by Landlord;
- (f) Tenant's work shall not at any time impede, or otherwise interfere with any work being accomplished or performed by Landlord.
- (g) In connection with the completion of the work, (i) Tenant shall provide Landlord with sufficient proof that lien waivers have been obtained from all contractors, subcontractors, and material and labor suppliers performing work or providing labor in connection with the work; (ii) Tenant's architect shall have inspected the Premises and certified that the work has been completed in accordance with the approved plans and specifications; (iii) Tenant shall obtain a certificate of occupancy for the Premises, and (iv) Tenant's architect shall have issued a certificate of substantial completion which is in form and content customary in the industry. The general contractor shall be obligated to list as an attachment to the construction contract all contractors and subcontractors to be performing the work. The general contractor, shall be obligated to furnish Landlord with certificates of insurance with an insurance company that has an A.M. Best rating A VII naming Landlord and any other required entities as an additional insured which such policies shall include general liability insurance (occurrence form) as follows: \$2,000,000 Each Occurrence; \$2,000,000 Personal and Advertising Injury; \$2,000,000 Products/Completed Operations Aggregate; \$2,000,000 General Aggregate; \$100,000 Fire Damage (Any One Fire); \$5,000 Medical Expense (Any One Person) as well as evidence of adequate workman's compensation, and commercial automobile liability coverage, \$1,000,000 minimum combined single limit;
- (h) Landlord may file and record at the time of the execution of this Lease a notice of nonresponsibility or a similar notice as may be provided by law, so that whenever any work shall be undertaken by Tenant on the Premises no mechanic's lien or lien for materials or labor could

Initials:

attach to or affect the reversionary status or other estate, right or interest of Landlord in and to the Land;

(i) All nonfixtures, goods, effects, personal property, business and trade fixtures, machinery and equipment owned by Tenant and installed at Tenant's expense, shall remain the personal property of Tenant and may be removed by Tenant at any time, and from time to time, during the Lease Term provided that any damage caused by such removal can be totally repaired and Tenant, in removing any of such property, does in fact repair all damage to the Premises and the Building caused by such removal;

(j) All alterations, additions, substitutions and improvements made and installed by Tenant pursuant to this Exhibit "D", shall be and remain Landlord's property and at no expense to the landlord, except the items referenced in subparagraph (i) of this Exhibit "D";

(k) Tenant shall pay or cause to be paid, before delinquency, any and all taxes levied or assessed and which become payable during the Lease Term upon the property of Tenant which is located in the Premises.

Initials:

EXHIBIT "D"

BUILDING RULES AND REGULATIONS

1. Rules and Regulations. Tenant agrees to comply with and observe the rules and regulations set forth below and by Landlord's Rules and College Procedures (<https://web.spcollege.edu/botrules/as>), which may be revised from time to time. Tenant's failure to keep and observe said rules and regulations shall constitute a breach of the terms of the Lease in the manner as if the same were contained herein as covenants. Landlord reserves the right from time to time to amend or supplement said rules and regulations applicable to the Premises. Landlord may waive any one or more of these Rules and Regulations for the benefit of Tenant or any other tenant, but no such waiver by Landlord shall be construed as a waiver of such Rules and Regulations in favor of Tenant or any other tenant, nor prevent Landlord from thereafter enforcing any such Rules and Regulations against any or all of the tenants of the Building. Any condition existing prior to the creation of a rule or regulation shall not be exempt from the operation of future rules or regulation.
2. Loading. All loading and unloading of goods, merchandise, supplies and fixtures shall be done only at such times, in the areas, and through the entrances designated for such purposes by Landlord.
3. Animals. No animals or pets may be brought on or are permitted to be in the Building or Premises, except Services Animals.
4. Antennas. No radio or television antennas or other similar devices shall be installed without first obtaining, in each instance, Landlord's written consent. No aerial shall be erected on the roof or exterior walls of the Premises, or on the grounds without, in each instance, Landlord's written consent. Any aerial so installed without such consent shall be subject to removal at any time without notice.
5. Noise. No loudspeakers, television, radio, music or other devices shall be used which cause noise to be heard outside the Premises or which exceed the City's noise ordinance. Tenant shall not make unreasonable noises, cause any vibrations to the Building, create disturbances or odors of any kind which emit from the Premises and which may be disruptive or offensive in anyway whatsoever to other tenants of the Building, their employees, agents, customers, or invitees.
6. Security. Tenant assumes full responsibility for protecting Premises from theft, robbery, and pilferage. Except during Tenant's normal business hours or whenever Tenant is using the Premises, Tenant shall keep all doors to the Premises locked and other means of entry secured. Doors shall not be left in a propped open position. Tenant shall provide Landlord with a passkey to Premises (for emergency repairs or inspections) and Tenant shall not change the locks to Premises without Landlord's approval. Landlord shall not be responsible for any lost or stolen property of any kind from Premises or public areas unless caused by Landlord and then only to the extent that the insurance required under the Lease is insufficient to cover such loss, after applicable deductible.
7. Expulsion. Landlord reserves the right to exclude or expel from the Building any person who, in Landlord's judgment, is intoxicated or under the influence of liquor or drugs or who is in violation of any of the Rules and Regulations of the Building.
8. Plumbing. The plumbing facilities shall not be used for any other purpose than that for which they are constructed. No foreign substance of any kind shall be thrown in them, and the expense of any breakage, stoppage, or damage resulting from a violation of this provision shall be borne by Tenant. Tenant shall not install any device or equipment to the water lines without Landlord's written approval.

Initials:

9. Electrical Equipment. Tenant must obtain Landlord's prior written approval to install any equipment other than computers, typewriters, cash registers, adding machines, printers, dictating equipment, security devices, or devices to control lighting. Tenant may not use any power for operation of any equipment or device other than electricity.

10. Storage. The Premises shall not be used as storage or warehouse space for any other business owned and operated by Tenant.

11. Signs. No sign, placard, picture, advertisement, name or notice visible from outside the Premises shall be installed or displayed on any part of the interior or exterior of the Building without the prior written consent of Landlord. Landlord shall have the right to remove, at Tenant's expense and without notice, any sign installed or displayed in violation of this rule. All approved signs or lettering on doors and walls shall be printed, painted, affixed or inscribed at the expense of Tenant by a person approved by Landlord, using materials, and in a style and format approved by Landlord.

12. Hazardous or Toxic Substances. Tenant shall not bring any hazardous, toxic, flammable, corrosive, explosive or poisonous substance onto Premises except as may be contained in common products sold to the general public (such as cleaning products) that are also consistent with Tenant's use and, if such are used, Tenant shall properly dispose of them so as not to contaminate any property on or away from the Building. Tenant shall be solely responsible for any liability arising from the violation of this rule and shall indemnify and hold Landlord harmless, including reasonable attorney's fees, as to such matters.

13. Trash Disposal: Janitorial services, including trash disposal are provided during the evenings, Monday through Friday. **Tenant will share in their prorated share of such services. Tenant shall be responsible for cleaning and removal of trash of the leased space.**

14. Exterior Areas. The exterior areas immediately adjoining the Premises shall be kept clean and free from dirt and rubbish by Tenant to the satisfaction of Landlord and Tenant shall not place or permit any obstructions or merchandise in such areas. Tenant shall not install awnings or structures of any kind on the exterior of the Building.

15. Installations. Tenant will refer to Landlord all contractors or installation technicians rendering any service for Tenant for Landlord's supervision and approval before performance of any contractual services including, but not limited to, installation of telephones, electrical devices and attachments, and installations of any kind affecting floors, walls, woodwork, trim, windows, ceilings, equipment or other physical portions or services of the Building. Any heavy or unusual item may be installed only with Landlord's prearranged consent. Landlord may designate placement of such items for weight load factors.

16. No Solicitation. Tenant shall not solicit business in or hold demonstrations in the parking areas or Common Areas nor distribute any handbills or other advertising matter to, in, or upon any automobiles located in parking areas or in Common Areas except with prior written consent of the Landlord. Canvassing, soliciting and distribution of handbills or any other written material and peddling in the Building are prohibited, and each tenant shall cooperate to prevent same. Tenant shall not make any room-to-room solicitation of business from other tenants in the Building.

17. Vending Machines. Tenant shall not install, maintain or operate upon the Premises any vending machine without the written consent of Landlord.

18. Safety Compliance. Tenant shall comply with all safety, fire protection and evacuation procedures and regulations established by Landlord or any governmental agency.

Initials:

**EXHIBIT “E”
COLLEGE ACADEMIC CALENDAR**

Available at <https://go.spcollege.edu/calendar/>

Initials:

LEASE ADDENDUM

THIS ADDENDUM dated _____, is hereby agreed to and made a part of that certain lease agreement dated _____, by and between the Board of Trustees St. Petersburg College, a political subdivision of the state of Florida, designated "Landlord" and DoughCo, LLC, herein designated "Tenant" (the "Lease").

WHEREAS the parties hereto agree to the following terms and conditions, and to amend certain provisions as described herein, in reference to the above mentioned Lease:

1. Hours of Operation – Hours of operation shall be established by Landlord through its Office of the Campus Provost. Any changes of house will be negotiated with Landlord if needed. Tenant can be open additional hours if warranted.

All other terms and conditions of the Lease shall remain in full force and effect.

Initials:

IN WITNESS WHEREOF, the parties have executed this Addendum as of the day and year first above written:

IN WITNESS WHEREOF, the parties have executed this Lease as of the day and year first above written

For Landlord:

SIGNATURE

NAME

For Tenant:

SIGNATURE

NAME

Initials:

August 16, 2022

MEMORANDUM

TO: Board of Trustees St. Petersburg College
FROM: Tonjua Williams, President 
SUBJECT: Workforce, Community, and Corporate Partnerships

Approval is sought for the recommended changes to Workforce Education courses within the 2021-2022 catalog year.

Workforce Education, Allied Health: Changed one course to revise content and price to be customizable for contract clients.

- HHP0429 Certified Clinical Medical Assistant – Customized

Belinthia Berry, Dean, Workforce Development Recommends Approval.

August 2022

Programs

July 18th, 2022 @ SPC Clearwater Campus Auditorium (6:00 pm to 8:00 pm)

Pinellas County School Board 2022 Candidates Forum

Residents of Pinellas County were invited to attend this important event before casting their vote to learn more about the School Board candidates' positions. This forum was in partnership with the Pinellas Education Foundation, the Pinellas County Council PTA and the League of Women Voters of North Pinellas County. About 75 people attended the event in-person, with another 50 virtual attendees.

September 15th, 2022 @ SPC Seminole Campus Digitorium (6:00 pm to 7:00 pm)

How to Organize for Effective Advocacy

In partnership with the City of Seminole, Seminole Chamber of Commerce, and the Florida League of Cities, ISPS is hosting a conversation about how to organize your constituency on the local, state, and federal levels.

September 20th, 2022 @ SPC Seminole Campus Conference Center (11:30 am to 1:00 pm)

The State of Aging in Florida: Health Expo & Forum

Join ISPS and the Seminole Chamber of Commerce for the forum and simultaneous expo about the state of aging in Florida. Panels of experts will touch on current public policy and legal issues in Florida as well as benefits, insurance, and financial topics. Businesses and non-profits will also be on-site to share resources and info throughout the program. Light food and drinks will be served.

News

- In partnership with Palm Beach State College (PBSC), ISPS is hosting the [Voter Education Series](#), a platform consisting of video interviews, programs and a website to wrap voter education resources around the "Decision 2022: Before You Vote" televised debate project for Florida College System students. In the first series, Tarruck Wheeler, a student who sits on the PBSC Board of Trustees, interviewed Wendy S. Link, Chair of the PBSC Board of Trustees and Palm Beach County Supervisor of Elections, about the upcoming Primary Election in Florida.
- ISPS rolled out its Strategic Plan to the public with an [interactive page](#) on our website.
- ISPS is excited to welcome our new Statewide Coordinator, Aron Bryce, to the team. Aron will be engaging with the 28 colleges in the Florida College System and collaborating with key civic partners across the state. This position is critical to Congressman Young's original mission for ISPS and part of our newly installed strategic plan.
- ISPS will soon release its Fall 2022 program calendar.
- Pending approval from the ISPS Board, ISPS will welcome Michelle Grimsley, a partner at the Southern Group and Alysén Heil, dean of workforce development and career and technical education at Pasco-Hernando State College, to the Board.
- ISPS recently published its [June](#) and [July](#) newsletters.



Kindly follow us on:



Kimberly G. Jackson, Esq.
Executive Director
ISPS

Foundation Report

BOT July 2022 Update



Mission Moment

JaMiya Suggs is a single mother seeking her Associate of Arts in Communications and plans to use her education to help aid her current business, FreeBird Publishing, LLC. JaMiya says, "I plan to help others share and express their stories to the world. I want to provide a safe platform that people of all age groups can use to share positive uplifting messages and gifts. After all that I have experienced I realize that sometimes we all need a helping hand. I plan on providing that beacon of hope through my life and my works I have accomplished."

Sierra's thank you message to the donor of her Mabel Emerson Memorial Scholarship:

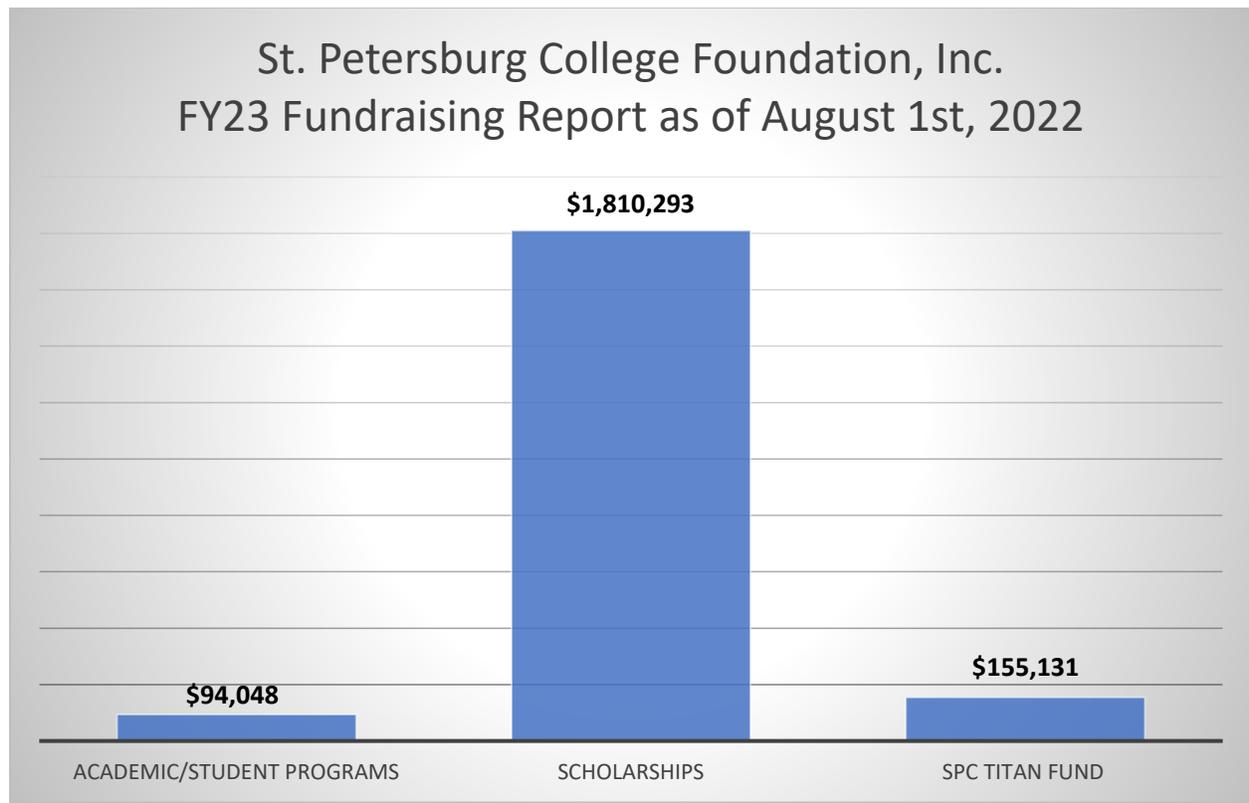
Thank you to all of the individuals that provided aid to me in pursuing my education. I am honored to be selected for the Samuel Crooks scholarship. I am very appreciative. This scholarship was a true blessing to me and my family. Currently, I am former college dropout, returning to restore my fate. I am a transfer student, freshman. Also, a first-time mother to a beautiful 5-month-old baby girl, her name is Isabella. I am currently completing this semester with 3 B+, and 1 C+. I am aiming to end the semester with all A's, hopefully after every assignment has been graded. Next semester I still have the same goals I'd like to achieve. Maintaining all A's for spring semester also.

My future plans are to use the information I learn while earning my degree to help assist me in growing within my publishing company, Freebird Publishing, LLC. I am currently in the midst a strenuous, emotional divorce. It has been a yearlong process trying to establish a parenting plan that is most beneficial for my daughter. As a single parent I have experienced some financial strains. Currently in counseling to help recover from the emotional, physical, and mental abuse I experienced in my marriage. This scholarship was able to take a lot of pressure off of my shoulders. I am sincerely grateful for all of the support you all have given to me. Thank you once again.

Sincerely,

JaMiya Suggs

Dashboard



Fund Category	FY23	FY22
Academic/Student Programs	\$ 94,048	\$ 3,790,292
Scholarships	\$ 1,810,293	\$ 3,871,441
SPC Titan Fund	\$ 155,131	\$ 177,204
Total:	\$ 2,059,472	\$ 7,838,937

Expense Report:

As of August 1st, the Foundation provided the following support to SPC:

- **\$465K** in scholarships to SPC students.
- **\$312K** in program support, providing support to such programs as
 - Alumni Association
 - Academic Affairs Department
 - African American Male Initiative
 - Athletic Boosters
 - Black Girl Magic Event
 - Business Plan & Elevator Pitch Competition
 - College of Education
 - College of Nursing
 - Dental Hygiene Department

- Fall Enrollment Initiative
- Grants Department
- Humanities & Fine Arts Department
- Learning Resources Centers
- College Marketing & Communications
- Mental Health Awareness/Allied Health
- Natural Sciences
- Palladium Theater
- Social Justice Initiative
- SPC Collegiate High School
- Veterinary Technology Program
- Welcome Back Titans Event
- Women on the Way & Keys to Manhood
- Workforce Development

Success & News

On June 17th our recruitment team attended our 5th Annual Rising Above! Youth Explosion Leadership Conference.



The Annual Rising Above! Youth Explosion Conference provides safe, engaging and fun learning experiences to help participants develop their social and decision-making skills that will guide them through life.

The conference brings together 22 individuals from local organizations who sit on the steering committee to help plan & make this event possible.

Topic of the Month

- SPC Day
- Donor reception at the residence of Josh Bomstein

Palladium Board Report August 2022

1. This week, three Palladium staff members were part of the team evaluating 13 responses to the RFP involving the renovation of the Palladium's main hall. Live Zoom interviews with the finalists begin next week. Goal is to award the bid on Sept. 9.
2. The Palladium remains in quiet phase of the \$8 million Capital Campaign to pay for the renovation. John Collins, former head of the St. Petersburg Arts Alliance and a veteran fund raiser, is working with Palladium leadership and the SPC Foundation to prepare campaign materials. We are meeting with potential donors to present a questionnaire about the campaign. The campaign has not been announced publicly and we don't expect to do that before next fall.
3. Clearwater Jazz Holiday is partnering with the Palladium to present a major fundraiser featuring local jazz star, Eric Darius, this Friday, 8-12-22
4. The Palladium has established new partnerships with several local music and entertainment promoters to bring more name acts to the theater in our 2022-23 season. These partnerships draw new audiences, improve our revenues and reduce the theater's financial risk.
5. This week a Palladium team is reviewing more than 18 applications from local performers for the 2022-23 Palladium Creative Class. This program, funded by private donations, awards \$2,500 grants to selected Tampa Bay based performers to create new work for a future Palladium show.

Leepa-Rattner Museum of Art (LRMA)
August 2022 Report to SPC BOT

LRMA Exhibitions

Current - Summer exhibitions about Florida's waterways and climate change on view through August 27, 2022.

- ***Balance of Water: Carol Mickett & Robert Stackhouse*** unveils 16 large paintings by Tarpon Springs artists Carol Mickett, PhD, and Robert Stackhouse, PhD, that explore ways to mitigate climate change.
- ***Florida's Waterways*** exhibition series from the LRMA collection dives deeper into our local waters while artists, such as Christopher Still, Clyde Butcher, Dale Chihuly consider the human impact on our waters.

Upcoming - This Fall, the finale of LRMA's 20th Anniversary year celebrates the museum's award-winning architecture and design. Exhibitions are on view Sept. 17 – Dec. 16, 2022. Opening Reception Sept. 16th 6 to 8 p.m.

- ***Edward C. Hoffman, Jr./ Visioning Structure*** (guest curator Lynn Whitelaw) celebrating 40-year career of award-winning architect Ed Hoffman, Jr. Projects, sketches and models merge modernism and local history.
- ***Building Legacies: Architecture and Design*** highlights local architectural wonders, such as LRMA and the Dali, and celebrates the museum's major collections inspired by architecture, design and sense of place.
- ***Structure of Prints: The Dorothy Mitchell Collection*** showcases 16 large-scale colorful prints by internationally renowned artists like Sam Gilliam and Miriam Schapiro from Berghoff-Cowden Editions.

LRMA Education/Programs <https://leeparattner.org/calendar/>

- Dali Museum/LRMA Free Membership Reciprocal Program, July 1st-31st, 2022.
- Regular Wednesday & Sunday Docent tours at 2:00 p.m.
- Sept. 2 – Focus Friday (Hispanic Heritage Month) – Sergio Tornero, 12:00 p.m.
- Sept. 17 - Smithsonian Free Museum Day - SPC Building Arts + Recruiting tables, art activities, tours.
- Programs currently being schedule for this Fall include estate planning for artists and collectors, framing workshop, architectural tours, and Brazilian music event with SPC Professor David Manson.

LRMA Staff Updates

- **Executive Director** – Christine Renc-Carter transitioned from Museum Curator into her new role as Executive Director on May 31, 2022. Since then, she has been streamlining infrastructure with memberships, marketing & communications, cultivating partnerships collegewide and in the community, developing programs and exhibitions, working closely with Dr. Davis on Strategic Planning and HR to fill positions.
- **Preparator** – Glenn Stevenson started on July 25, 2022. He brings 30+ years of experience as a master framer and art installer, working for museums such as The Dali and MFA, St. Petersburg.
- **Curator position** – Posted July 14, 2022. Search committee includes LRMA and SPC department heads. Job description updated to include some programming and marketing. Timeline to hire by September.
- **Education Position** – Open position since June 2020 to be revised to align with SPC / LRMA goals.
- **Visitor Services** - Fulfilling urgent needs through front of house with Visitor Services staff taking on membership processing and database duties, social media, website and graphics for exhibit signage.

LRMA in the News (June-July 2022)

- Smithsonian Magazine “Five Reasons Art Lovers Should Visit St. Pete Clearwater” 6/24/22 <https://www.smithsonianmag.com/sponsored/five-reasons-why-a-trip-to-st-peteclearwater-is-an-artistic-experience-like-no-other-180980109/>
- Tampa Bay Times “15 Places to Stay Cool in Tampa Bay”, 7/13/22 <https://www.tampabay.com/life-culture/2022/07/12/more-than-15-places-to-stay-cool-in-tampa-bay-for-15-or-less/>
- Visit St. Pete Clearwater website – LRMA featured in video production for national marketing website.
- *State of the Arts* guide, Creative Pinellas magazine publication.
- *Live. Work. Play* – tourism guidebook, distributed to hotels, real estate agents in Florida and Mid-Atlantic.

August 16, 2022

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Dr. Tonjua Williams, President 

SUBJECT: Quarterly Informational Report of Exempt and Non-Exempt Purchases

Section B: Major Technology Contracts

Agreements with **Dell Financial Services, LLC** to lease Network related equipment and Cloud Storage solutions College wide. The term of these five leases, **entered into between March 24, 2022 and July 26, 2022**, are for a period of 36 - 60 months. The cost to the College for these is expected to be approximately \$1,840,063.17 with a buy out total of \$1.00 per lease, due at lease end. Based on the foregoing, the total cost to the College for this lease agreement will not exceed \$1,840,068.17. Should funds not be appropriated to continue the leases for any subsequent fiscal period during the term of the Agreement, the Agreement may be terminated with 60 days written notice prior to the end of the current fiscal period. These items are being reported to the Board based on its approval of the FY2022-2023 budget on June 21, 2022 (Dr. Hector Lora).

August 16, 2022

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: Tonjua Williams, Ph.D., President 
SUBJECT: Quarterly Informational Report of Contract Items

This informational report includes executed contracts and/or items that have been approved by either the President or designee during the preceding Quarter and are being reported to the Board pursuant to Board of Trustees' Rule 6Hx23-5.903.

Section A: Program Related Contracts

1. Affiliation Agreement with **Capella University** to provide internship and practicum experiences at St. Petersburg College for Capella students enrolled in certain programs at Capella such as Counseling, Education, Health Administration, Human Services, Nursing, Psychology, Public Health, Marriage and Family, and Social Work. The Agreement will commence as soon as possible and continue for the period of one year. There is no cost to the College. This item was approved by Matthew Liao-Troth on June 16, 2022. Department—College of Nursing
2. Amendment to the Affiliation Agreement with **Community Health Centers of Pinellas** to provide clinical experience to students in various health related programs. The Amendment will add the Health Information Technology Program to the Agreement. The Amendment will be co-terminus with the original Agreement which continues through May 25, 2026. There is no cost to the College. This item was approved by Matthew Liao-Troth on June 24, 2022. Department—College of Health Science
3. Agreement with **Education, S.R.O.** to provide on-the-ground assistance to prospective students in the Czech Republic and the rest of Europe regarding information and enrollment in SPC programs. Education S.R.O. will also provide assistance in international recruitment efforts. The College agrees to pay Education S.R.O. an amount of \$1,000 minus any required taxes, per enrolled student (20 days after the drop/add refund period). Such cost is offset by student fees for the program(s). The Agreement will commence as soon as possible and continue for the period of two years. This item was approved by Matthew Liao-Troth on May 16, 2022. Department—Center for International Programs
4. Amendment to the Affiliation Agreement with **Florida Southwestern State College** to provide clinical experience to students enrolled in the Health Services Administration Program. The Amendment will add the Dental Hygiene Program to the Agreement. The

Amendment will be co-terminus with the original Agreement which is ongoing unless terminated by either party. There is no cost to the College. This item was approved by Matthew Liao-Troth on April 28, 2022. Department—Dental Hygiene

5. Articulation Agreement with **Hunterdon County Vocational School District** for the College to provide credit to students successfully completing Hunterdon's Veterinary Assistant Exam. Credit will be provided for two designated courses in the College's Veterinary Technology program. There is no cost to the College. The Agreement will commence as soon as possible and continue through July 31, 2027. This item was approved by Matthew Liao-Troth on May 31, 2022. Department—Veterinary Technology
6. Agreement with **Indiana University Purdue University Indianapolis (IUPUI)**, Purdue School of Engineering and Technology, to provide a framework for the transfer of credits earned in SPC's A.S. in Biomedical Engineering Technology degree program to IUPUI's B.S. in Healthcare Engineering Technology Management degree program. There is no cost to the College. The Agreement will commence upon execution and continue for the period of two years. This item was approved by Matthew Liao-Troth on June 21, 2022. Department—Engineering
7. Agreement with the **International Education Development Programs** to provide on-the-ground assistance to prospective students in India regarding information and enrollment in SPC programs. International Education will also provide assistance in international recruitment efforts. The College agrees to pay International Education an amount of \$1,000 minus any required taxes, per enrolled student (20 days after the drop/add refund period). Such cost is offset by student fees for the program(s). The Agreement will commence as soon as possible and continue for the period of two years. This item was approved by Matthew Liao-Troth on April 6, 2022. Department—Center for International Programs
8. Affiliation Agreement with **Manatee Memorial Hospital, Lakewood Ranch Medical Center** to provide clinical experience to students enrolled in the Health Services Administration Program. The Agreement will commence as soon as possible and continue for three years. There is no cost to the College. This item was approved by Matthew Liao-Troth on May 25, 2022. Department—Health Services Administration
9. Affiliation Agreement with **Massachusetts College of Pharmacy** to provide clinical experience to students enrolled in the Dental Hygiene Program. The Agreement will commence as soon as possible and continue for one year. There is no cost to the College. This item was approved by Matthew Liao-Troth on April 28, 2022. Department—Dental Hygiene
10. Affiliation Agreement with **H. Lee Moffitt Cancer Center** or provide clinical experience to students enrolled in the Health Services Administration Program. The Agreement will commence as soon as possible and continue for one year. Thereafter, the Agreement will automatically renew for one-year periods unless terminated by either party. There is no cost to the College. This item was approved by Matthew Liao-Troth on April 13, 2022. Department—Health Services Administration

11. Agreement with **The School District Okeechobee County** to provide for student internship, practicum, and observation experience for College of Education students. The Agreement will commence as soon as possible and continue for a period of five years. There is no cost to the College. This item was approved by Matthew Liao-Troth on June 21, 2022. Department—College of Education
12. Agreement with the **School Board of Orange County** to provide student internship, practicum, and observation experience for College of Education students. The Agreement will commence as soon as possible and continue for the period of five years. There is no cost to the College. This item was approved by Matthew Liao-Troth on May 25, 2022. Department—College of Education
13. Agreement with **Raritan Valley Community College** to allow students completing their general education and support courses at Raritan to articulate into the SPC Veterinary Technology Distance Program for the A.S. degree. There is no cost to the College associated with entering into this Agreement. The Agreement will commence as soon as possible and will continue for the period of three years. This item was approved by Matthew Lio-Troth on June 8, 2022. Department—Veterinary Technology
14. Affiliation Agreement with the **University of Florida**, College of Veterinary Medicine, to provide clinical experience to students enrolled in the Veterinary Technology program. The Agreement will commence as soon as possible and continue for the period of one year. There is no cost to the College. This item was approved by Matthe Liao-Troth on June 8, 2022. Department—Veterinary Technology
15. Agreement with **Ustudy Global** to provide on-the-ground assistance to prospective students in Latin America regarding information and enrollment in SPC programs. Ustudy Global will also provide assistance in international recruitment efforts. The College agrees to pay Ustudy Global an amount of \$1,000 minus any required taxes, per enrolled student (20 days after the drop/add refund period). Such cost is offset by student fees for the program(s). The Agreement will commence as soon as possible and continue for the period of two years. This item was approved by Matthew Liao-Troth on May 16, 2022. Department—Center for International Programs

Section B: Contracts above \$100,000 (\$100,001-\$325,000)

16. Agreement with **Crown Castle (f/k/a Fibernet Direct Florida, LLC)** to continue to provide Internet service at the Clearwater Campus for the period of two years. The cost to the College for this Agreement will be \$4,400 per month for a total cost over two years of \$105,600. The Agreement will commence as soon as possible. This item was approved by Matthew Liao-Troth on June 30, 2022. Department—Information Technology
17. Agreement with **Howard Technology Solutions** to provide labor, installation, programming/commissioning and proper function of the technology equipment purchased for installation across campuses as part of the classroom technology upgrade project. The Agreement will provide for the upgrade of AV equipment, screens and any needed newline additions for 11 existing classrooms and 4 new classrooms. The Agreement also includes a

one-year standard Service Agreement. The cost to the College for this Agreement will be \$207,438.70. This item was approved by Jamelle Conner on behalf of the President on May 31, 2022. Department—Technology Support Services

18. Renewal Agreement with **Interfolio, Inc.** to continue to allow access to its web-based Faculty 180 software designed to assist College faculty members with collecting and assimilating their teaching, researching and service activities and assist the administration in creating reports for internal decision-making. The Agreement will commence as soon as possible and continue for the period of three years. The cost to the College for the first year of the Agreement will be \$52,523.88 with a total cost for the three-year period of \$163,593.75. This item was approved by the President on April 14, 2022. Department—Academic Affairs
19. Agreement with **Pinellas County School Board (PCSB)** to continue the existing Dual Enrollment, Early College Program agreement and to provide the necessary staffing resources and support services for students. In addition to SPC providing space, furniture, equipment, supplies, and utilities, SPC shall share in the expenses associated with providing three full-time guidance counselors and one full-time senior data management technician. SPC shall contribute \$250,000 toward the expense of these PCSB Early College personnel. Other Early College personnel employed by SPC include one program director and two program coordinators. The Agreement will commence July 1, 2022 and continue through June 30, 2023. This item was approved by the President on June 20, 2022. Department—Dual Enrollment/Early College
20. Agreement with **SpearMC Management Consulting, Inc.** to provide consulting services associated with the implementation of the PeopleSoft Recruitment Module functionalities in the College’s PeopleSoft HCM 9.2 application. The Agreement will commence as soon as possible and continue through April 30, 2023. The cost to the College for this Agreement will be \$223,200. This item was approved by the President on June 22, 2022. Department—Human Resources

Section C: Contracts above \$50,000 (\$50,001-\$100,000)

21. Agreement with **Augusoft, Inc.** to continue the Augusoft Lumens License and subscriptions for the Lumens Integrated Entrepreneur (iENT), Lumens API, Lumens Entrepreneur (ENT), and database/customization. This renewal Agreement will commence August 1, 2022 and continue through July 31, 2023. The cost to the College for this period will be \$73,578.95. This item was approved by Janette Hunt on June 15, 2022. Department—Information Technology
22. Agreement with **AvePoint, Inc.** to provide backup for content stored in Office 365 Project, SharePoint, OneDrive, Exchange, Teams, and Groups for an unlimited number of users. The renewal subscription includes Premier Level Support and 3-year retention. The Agreement will commence as soon as possible and continue through July 15, 2023. The cost to the College will be \$58,590. This item was approved by Janette Hunt on June 13, 2022. Department—Information Technology, Networks

23. Agreement with **Go1 USA, LLC** to provide access to the Skillsoft course bundle to deliver online training through a learning management platform for Workforce students, clients, and the community. The Skillsoft course bundle also includes professional development training for College employees. The Agreement will commence as soon as possible and continue for the period of one year; thereafter, the Agreement will renew annually unless terminated with 90 days' notice. The cost to the College for FY 2022-23 will be \$82,000. This item was approved by Belinthia Berry on June 6, 2022 and Darryl Wright-Greene on June 7, 2022. Department—Workforce Development & Human Resources
24. Agreement with **Ovid Technologies, Inc.** to continue the subscription for various electronic products to support Nursing, Health Services Administration, Dental Hygiene, and Veterinary Technology programs. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College will be \$82,022.63. This item was approved by Matthew Liao-Troth on April 13, 2022. Department—Learning Resources
25. Agreement with **Suncoast Paving, Inc.** to provide services to asphalt patch, seal coat and stripe a parking lot on the Clearwater Campus. The Agreement will commence as soon as possible and continue through project completion. The cost to the College will be \$87,038.60. This item was approved by Janette Hunt on April 27, 2022. Department—Facilities Services
26. Agreement with **Waste Pro of Florida, Inc.** to provide recycling services for 10 sites. The Agreement will commence July 1, 2022 and continue through June 30, 2025. The cost to the College for the three-year period will be \$64,396. This item was approved by Janette Hunt on June 23, 2022. Department—Custodial Services

Section D: Contracts above \$10,000 (\$10,001-\$50,000)

27. Agreement with **Allen, Norton & Blue, P.A.** to continue to provide legal services to the College from July 1, 2022 through June 30, 2023. The firm will provide services at an hourly rate of \$275 for attorneys and \$125 per hour for paralegals. This firm provides legal services associated with employment law issues. Although the total amount of this Agreement cannot be determined at this time, the expenditure approval sought is within the College's approved budgeted amount for Fiscal Year 2022-23. This item was approved by Tonjua Williams on June 23, 2022. Department—General Counsel's Office
28. Amendment to the Agreement with **The Arc Tampa Bay, Inc. (ARC)** to enhance the Supported Employment component of the Titans Up program. The Arc of Tampa Bay provides Supported Employment services in two Phases—Phase I: hands-on, person-centered discovery sessions and Phase II: job placement. The funding for the Titans Up program is through the University of Central Florida grant designed to support program development and implementation for a comprehensive transition and postsecondary (CTP) program supporting students with intellectual disabilities seeking a postsecondary experience leading to gainful employment. The ARC is reimbursed for its services, per student, as delineated in the Agreement. This modification is to extend the Agreement through December 31, 2022 and to reflect an increase in pricing for services being provided. The anticipated cost to the College during the extension period is estimated to be \$17,200;

however, this cost is within the original anticipated and approved budgeted amount for these services. This item was approved by Jamelle Conner on June 30, 2022. Department—Retention Services

29. Agreement with **Barry University** to continue to lease space at the Health Education Center. The Agreement will commence on July 1, 2022 and continue through December 31, 2022. The anticipated revenue to the College under this Agreement will be \$12,564. This item was approved by Janette Hunt on June 15, 2022. Departments—Finance & Business Operations and Facilities Planning
30. Amendment to the Agreement with **EdFinancial Services, LLC** for an additional Statement of Work (SOW) and extension of its contract for one month through July 31, 2022. Under the SOW, EdFinancial will conduct an outbound call campaign prior to the conclusion of its call center services. The College is transitioning call center services to a new vendor as of July 1, 2022. The cost to the College for this Amendment will be \$18,750 and is funded by the existing Purchase Order that is within the not to exceed amount approved by the Board on April 20, 2021. This item was approved by Jamelle Conner on June 8, 2022. Department—Student Affairs
31. Agreement with **Forsyte IT Solutions** to provide professional services and support for the migration of the College’s applications from Active Directory Federated Services to the Azure Single Sign-On. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College will be \$34,924. This item was approved by Janette Hunt on April 1, 2022. Department—Information Systems, Infrastructure
32. Agreement with **Howard Technology Solutions** to provide labor, installation, programming/commissioning and proper function of the technology equipment purchased for installation at the Downtown Center - DC Room 159 AV. The Agreement also includes a one-year standard Service Agreement. The cost to the College for this Agreement will be \$13,715. This item was approved by Janette Hunt on May 13, 2022. Department—Information Systems, Technical Support.
33. Agreement with **Johnson Controls Fire Protection, LP** to provide fire alarm monitoring service at various locations collegewide as well as burglar alarm monitoring services at the Allstate Center Firing Range. The Agreement will commence July 1, 2022 and continue through June 30, 2023. The cost to the College for this Agreement will be \$12,000. This item was approved by Janette Hunt on June 30, 2022. Department—Facilities/In-house Construction
34. Agreement with **Mantra Health, Inc.** to continue to provide Telemental Health and related technology professional services to SPC students seeking mental health assistance. The renewal Agreement will commence as soon as possible and continue for the period of one year. The costs to the College for the renewal period are anticipated to be \$15,700. This item was approved by Jamelle Conner on June 29, 2022. Department—Retention Services
35. Agreement with **National University of Health Sciences** to continue to lease space in the main Annex of the Health Education Center. The Agreement will commence on July 1, 2022

and continue through December 31, 2022. The anticipated revenue to the College under this Agreement will be \$30,458.50. This item was approved by Janette Hunt on June 15, 2022. Departments—Finance & Business Operations and Facilities Planning

36. Agreement with **National University of Health Sciences** to continue to lease space in the O & P Building of the Health Education Center. The Agreement will commence on July 1, 2022 and continue through December 31, 2022. The anticipated revenue to the College under this Agreement will be \$17,106.50. This item was approved by Janette Hunt on June 15, 2022. Departments—Finance & Business Operations and Facilities Planning
37. Agreement with **Suncoast Paving, Inc.** to provide services to add an asphalt overlay to the near loading dock at the Health Education Center per the Pinellas County Schools Bid #20-968-212-RN. The Agreement will commence as soon as possible and continue through project completion. The cost to the College will be \$20,118. This item was approved by Janette Hunt on May 18, 2022. Department—Facilities Services
38. Agreement with **Xerox Corporation** for a 60-month Lease of a Xerox color multifunction printer for use in the St. Petersburg Collegiate STEM High School at the Downtown Center. The Agreement will commence as soon as possible and continue for five years. The anticipated cost to the College for this Agreement will be \$10,422.60. The cost includes the monthly rental fee plus costs for color and black and white impressions. This item was approved by Matthew Liao-Troth on June 24, 2022. Department—Downtown Collegiate STEM HS

Section E: Contracts below \$10,000

39. Dual Enrollment Agreement with **Admiral Farragut Academy, Inc. (AFA)** that will allow eligible AFA students to enroll in AA, AS and AAS degree or Certificate programs and take Dual Enrollment classes while in high school. Students will receive high school and college credit for the Dual Enrollment classes completed and will not be required to pay tuition and lab fees. The Agreement will commence August 1, 2022 and continue for the period of one year. The instructional costs to the College are yet to be determined and will be based on student enrollment in each class. This item was approved by Matthew Liao-Troth on June 16, 2022. Department—Dual Enrollment/Early College
40. Agreement with **Articulate Global, Inc.** to continue to provide access to the Articulate 360 Teams software used in Learning Resources. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College will be \$649. This item was approved by Matthew Liao-Troth on April 13, 2022. Department—Learning Resources
41. Agreement with **Assessment Technologies Institute, LLC (ATI)** and **Barnes & Noble #8049** (located on the HEC Campus), to partner with the College to provide ATI's products and services to Nursing Program students. Under the terms of the Agreement, ATI will license its products and services to the College and Barnes & Noble will serve as the College's agent to process orders with students, accept invoices from ATI and make payment to ATI on behalf of the College. ATI products will be used by the Nursing Program for

students entering the Program for Fall 2022. Costs will be paid directly by students to Barnes & Noble. The Agreement will commence as soon as possible and continue through June 1, 2025. This item was approved by Matthew Liao-Troth on June 14, 2022. Department—College of Nursing

42. Agreement with **AVI SPL, LLC** to provide design-build services for the College's Security Operations Center located on the Clearwater Campus. The Agreement will commence as soon as possible and continue through project completion. The cost to the College for this Agreement will be \$7,500. This item was approved by Janette Hunt on April 13, 2022. Department—Information Technology
43. Agreement with **Broadcast Music, Inc.** to continue the Music Licensing Performance Agreement for an additional year through June 30, 2023. The cost to the College to continue this Agreement for this period is estimated to be approximately \$6,000. This item was approved by Jamelle Conner on June 30, 2022. Department—Student Activities Royalties
44. Dual Enrollment Agreement with **Calvary Christian High School (CCHS)** that will allow eligible CCHS students to enroll in AA, AS and AAS degree or Certificate programs and take Dual Enrollment classes while in high school. Students will receive high school and college credit for the Dual Enrollment classes completed and will not be required to pay tuition and lab fees. The Agreement will commence August 1, 2022 and continue for the period of one year. The instructional costs to the College are yet to be determined and will be based on student enrollment in each class. This item was approved by Matthew Liao-Troth on June 16, 2022. Department—Dual Enrollment/Early College
45. Agreement with **The Camera Crew, LLC** to provide photography services for the College of Nursing Pinning Ceremony to be held on May 5, 2022. The Camera Crew will provide photos of the event within 72 hours, low- and high-resolution digital images, and prints for purchase via a web gallery service for an additional cost. The cost to the College for this Agreement will be \$750. This item was approved by Jamelle Conner on April 22, 2022. Department—College of Nursing
46. Agreement with **Competitive Edge Software, LLC** to continue to provide College security staff with a Report Writing database. The Agreement will commence on July 10, 2022 and continue through July 9, 2023. The cost to the College for this Agreement will be \$6,996.50. This item was approved by Janette Hunt for finalization via Purchasing. Department—Security Services
47. Agreement with **ConvergeOne** to provide maintenance for the NETLAB/ VE+64 software used in the College of Computer & Information Technology. The Agreement will commence on July 1, 2022 and will continue through June 30, 2023. The cost to the College for this Agreement will be \$5,995. This item was approved by Matthew Liao-Troth on June 27, 2022. Department—College of Computer & Information Technology
48. Dual Enrollment Agreement with **Dunedin Academy (DA)** that will allow eligible DA students to enroll in AA, AS and AAS degree or Certificate programs and take Dual Enrollment classes while in high school. Students will receive high school and college credit

for the Dual Enrollment classes completed and will not be required to pay tuition and lab fees. The Agreement will commence August 1, 2022 and continue for the period of one year. The instructional costs to the College are yet to be determined and will be based on student enrollment in each class. This item was approved by Matthew Liao-Troth on June 16, 2022. Department—Dual Enrollment/Early College

49. Agreement with **Florida Corporate SportsFest, Inc.** (FSF) whereby FSF will use a portion of the St. Petersburg/Gibbs Campus parking lot for their employees to park and shuttle to the SportsFest event being held April 30, 2022. The College will receive \$2,000 for this use. In addition, SPC will be named as a sponsor of the event and be provided a complimentary staff team entrance into the event. This item was approved by Janette Hunt on April 4, 2022. Department—Provost Office, SP/G
50. Agreement with **Gallagher Student Health & Special Risk** to accept its 2022-23 International Student Health Insurance Proposal to offer international students and international student athletes the ISS Basic Plan that provides student medical and/or accident insurance coverage. As part of this transaction, the College will designate Gallagher Student Health & Special Risk as the College's exclusive insurance broker with respect to the international student insurance policy that runs from August 15, 2022 through August 13, 2023. International students will be required to enroll in the applicable Insurance Plan at registration unless they provide proof of comparable coverage. International students will pay an annual rate of \$1,164 for coverage for the twelve-month period. They may also choose to enroll family members at additional costs. There is no cost to the College. This item was approved by Matthew Liao-Troth on April 25, 2022. Department—Center for International Programs
51. Agreement with **Gas South, LLC** to establish pricing for the purchase of natural gas for the 8 TECO accounts at the College. The Agreement provides a fixed price of \$0.6249 per therm for the period of two years. The pricing Agreement will commence January 1, 2023 and continue through December 31, 2024. The College will be billed monthly and total costs are based on usage. This item was approved by Janette Hunt on April 18, 2022. This item is being included on this Quarterly Report as it did not appear on the prior report. Department—Plant Operational Expense
52. Agreement with **Global Music Rights** to provide a Music Licensing Performance Agreement. The fees associated with this Agreement is based on FTE student enrollment. The annual cost to the College for this Agreement is estimated to be approximately \$4,500. The Agreement will commence as soon as possible and continue for the period of one year. Thereafter, the Agreement will automatically renew for one-year periods unless the Agreement is changed or terminated by either party. This item was approved by Jamelle Conner on June 29, 2022. Department—Student Activities Royalties
53. Agreement with **Immersive Dental Systems, Inc.** to provide access to its online content for use in the Dental Hygiene Program. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for this Agreement will be \$1,500. This item was approved by Matthew Liao-Troth on June 27, 2022. Department—Dental Hygiene

54. Dual Enrollment Agreement with **Indian Rocks Christian School (IRCS)** that will allow eligible IRCS students to enroll in AA, AS and AAS degree or Certificate programs and take Dual Enrollment classes while in high school. Students will receive high school and college credit for the Dual Enrollment classes completed and will not be required to pay tuition and lab fees. The Agreement will commence August 1, 2022 and continue for the period of one year. The instructional costs to the College are yet to be determined and will be based on student enrollment in each class. This item was approved by Matthew Liao-Troth on June 16, 2022. Department—Dual Enrollment/Early College
55. Agreement with **Integrated Imaging, Inc.** to provide maintenance services for the Digital X-ray machines used in the Veterinary Technology Program. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for this Agreement will be \$5,000. This item was approved by Matthew Liao-Troth on June 27, 2022. Department—Veterinary Technology
56. Agreement with **Mid-County Plumbing and Air, LLC** to remove old water heater and relocate/install new one at the St. Petersburg/Gibbs Campus. The Agreement will commence as soon as possible and continue through project completion. The cost to the College for this Agreement will be \$3,499.75. This item was approved by Janette Hunt on May 18, 2022. Department—Facilities Services
57. Agreement with **National University of Health Sciences** to continue to lease a portable structure at the Health Education Center. The Agreement will commence on July 1, 2022 and continue through December 31, 2022. The anticipated revenue to the College under this Agreement will be \$9,344.50. This item was approved by Janette Hunt on June 15, 2022. Departments—Finance & Business Operations and Facilities Planning
58. Agreement with **National University of Health Sciences** to continue to lease space at the East Annex of the Health Education Center. The Agreement will commence on July 1, 2022 and continue through December 31, 2022. The anticipated revenue to the College under this Agreement will be \$3,930.50. This item was approved by Janette Hunt on June 15, 2022. Departments—Finance & Business Operations and Facilities Planning
59. Agreement with **Nonprofit Leadership Center (NLC)** to introduce the Collaborative Labs to various nonprofits that need Collaborative Labs' expertise and assistance. NLC will receive a credit of 10 percent of gross revenue for the use of Collaborative Labs space rental and/or services. The Agreement will commence as soon as possible and continue unless terminated by either party. This item was approved by Belenthia Berry on June 6, 2022. Department—Collaborative Labs
60. Dual Enrollment Agreement with **Northside Christian School (NCS)** that will allow eligible NCS students to enroll in AA, AS and AAS degree or Certificate programs and take Dual Enrollment classes while in high school. Students will receive high school and college credit for the Dual Enrollment classes completed and will not be required to pay tuition and lab fees. The Agreement will commence August 1, 2022 and continue for the period of one year. The instructional costs to the College are yet to be determined and will be based on student

enrollment in each class. This item was approved by Matthew Liao-Troth on June 16, 2022. Department—Dual Enrollment/Early College

61. Agreement with **Orkin Pest Control** to treat for drywood termites in the breakroom at the Bay Pines Center. The Agreement will commence as soon as possible. The cost to the College for this Agreement will be \$850. This item was approved by Janette Hunt on May 24, 2022. Department—Custodial Services
62. Agreement with **Orkin Pest Control** to provide pest control service in the SA Student Center Building on the Clearwater Campus. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for this period will be \$1,233.03. This item was approved by Janette Hun on April 4, 2022. Department—Custodial Services
63. Agreement with **Orkin Pest Control** to provide pest control service in the Social Science Building on the Clearwater Campus. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for this period will be \$1,983.48. This item was approved by Janette Hun on April 4, 2022. Department—Custodial Services
64. Agreement with **Ovid Technologies, Inc.** to provide eBooks to support the Nursing, Health Services and Dental Hygiene programs. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College will be \$1,801. This item was approved by Matthew Liao-Troth on May 13, 2022. Department—Learning Resources
65. Agreement with **Pancreatic Cancer Action Network (via Event 360, Inc.)** to provide the use of the College’s Wellness Center field and parking lot for the PanCan Purple Stride 2022 Walk-A-Thon event to be held on April 30, 2022. There is no cost to the College. This item was approved by Jamelle Conner on April 18, 2022. Department—Provost, SP/G
66. Agreement with **Pinellas County School Board (PCSB)** to continue the Joint Use Agreement whereby the College and PCSB each provide the usage of its facilities to the other, generally at no charge, pending availability. The usage excludes specific identified rooms as identified in the Agreement and rental fees may be charged for the use of certain areas. The Agreement will commence July 1, 2022 and continue through June 30, 2023. This item was approved by Janette Hunt on May 10, 2022. Department—Facilities Planning & Institutional Services
67. Dual Enrollment Articulation Agreement for 2022-23 between the **School Board of Pinellas County** and the College. The Agreement defines the academic programs and activities that will benefit *Dual Enrollment* students of Pinellas County. The College will offer information on student progress and acceleration mechanisms to students in Pinellas County high schools to facilitate greater success in post-secondary education. The School Board will market and encourage high school students regarding opportunities for Dual Enrollment articulation and accelerated college credit opportunities. The Agreement will commence as soon as possible and will ongoing; however, the Agreement must be reviewed and updated annually. There is no cost to the College. This item was approved by Matthew Liao-Troth on June 15, 2022, 2021. Department—Academic Affairs

68. Intellectual Property Ownership Agreement with **Rock Soup Edutainment, Inc. dba Get Safe** that will allow the College to engage Get Safe to teach de-escalation courses to law enforcement through the College's Center for Public Safety Innovation. This Agreement is required by Get Safe to ensure that the College's access to and use of Get Safe's de-escalation training materials is limited and those materials are not to be made available to others. There is no cost to the College associated with entering into this Agreement. The Agreement will commence as soon as possible and continue through September 30, 2025. This item was approved by Matthew Liao-Troth on May 18, 2022. Department—Center for Public Safety Innovation
69. Agreement with **Seattle Technology (ST Surg, LLC)** for the purchase of equipment for use in the Surgical Technology Program. The purchase includes a two-year parts and labor warranty. The cost to the College associated with this Agreement will be \$7,473.13. This item was approved by Matthew Liao-Troth on June 10, 2022. Department—Surgical Technology
70. Agreement with **Society of European Stage, Authors and Composers** to continue the Music Licensing Performance Agreement for an additional year through June 30, 2023. The cost to the College to continue this Agreement for this period is estimated to be approximately \$2,500. This item was approved by Jamelle Conner on June 29, 2022. Department—Student Activities Royalties
71. Agreement with the **City of St. Petersburg** for the rental of its Coliseum for the College's Welcome Titans event to be held on August 12, 2022. The cost to the College for this Agreement will be \$4,025. This item was approved by Matthew Liao-Troth on May 17, 2022. Department—Academic Affairs
72. Dual Enrollment Agreement with **St. Petersburg Catholic High School (SPCHS)** that will allow eligible SPCHS students to enroll in AA, AS and AAS degree or Certificate programs and take Dual Enrollment classes while in high school. Students will receive high school and college credit for the Dual Enrollment classes completed and will not be required to pay tuition and lab fees. The Agreement will commence August 1, 2022 and continue for the period of one year. The instructional costs to the College are yet to be determined and will be based on student enrollment in each class. This item was approved by Matthew Liao-Troth on June 16, 2022. Department—Dual Enrollment/Early College
73. Agreement with **Stanly Community College (SCC)** to continue the affiliation whereby SCC provides essential operational support to the Academy at SPC, which provides Cisco training through the College of Computer & Information Technology. SCC will provide unlimited support via email, telephone, and web format. SCC will also provide Netlab access for Academy instructors for their professional development opportunities. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for this Agreement will be \$600. This item was approved by Matthew Liao-Troth on June 24, 2022. Department—College of Computer & Information Technology
74. Agreement with **Steris Corporation** to continue to provide preventative maintenance, repair and supplies for the autoclave located in the Natural Science Department on the St.

Petersburg/Gibbs Campus. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College will be \$3,000. This item was approved by Matthew Liao-Troth on June 20, 2022. Department—Natural Science

75. Memorandum of Agreement (MOA) with the **Tampa Bay Area Regional Career Pathways Consortium** *Hillsborough Career Pathway Consortium* (Hillsborough Community College and The School Board of Hillsborough County, Florida), *Pasco-Hernando Career Pathway Consortium* (Pasco-Hernando State College, Hernando County School District and District School Board of Pasco County), *Pinellas County Career Pathway Consortium* (St. Petersburg College and Pinellas County School Board), *Polk Career Pathway Consortium* (Polk State College and the School District of Polk County) and the *Suncoast Career Pathways Consortium* (State College of Florida, Manatee-Sarasota, Manatee County School Board and Sarasota County School Board) to provide a seamless articulation system for Tampa Bay Area high school and adult technical students to continue their education at the technical center and state college level. Under the terms of the Agreement, consortium members agree to extend postsecondary articulated credit to high school or technical education center graduates at a consortium member's postsecondary institution(s) and award credits noted in the local articulation agreement provided the student meets the receiving institution's entrance and program requirements. The MOA will commence July 1, 2022 and continue through June 30, 2026. This item was approved by Matthew Liao-Troth on April 5, 2022. Department—Career Connections
76. Agreement with **Trend Magazine, Inc. (Florida Trend)** for a full-page advertisement in Florida Trend's NEXT Magazine at a cost to the College of \$5,940. The Agreement will commence as soon as possible and continue through August 31, 2022. This item was approved by Jesse Turtle on June 28, 2022. Department—Marketing and Strategic Communications
77. Agreement with **Trend Magazine, Inc. (Florida Trend)** for a full-page advertisement in Florida Trend's NEXT Magazine at a cost to the College of \$6,500. The Agreement will commence as soon as possible and continue through July 31, 2022. This item was approved by Jesse Turtle on May 31, 2022. Department—Marketing & Strategic Communications
78. Memorandum of Understanding (MOU) with the **University of South Florida (USF)** whereby USF and the College will continue to offer degrees through the University Partnership Center at SPC. The Agreement will commence as soon as possible and continue for the period of three years. There is no cost to the College associated with entering into this MOU. This item was approved by Matthew Liao-Troth on June 17, 2022. Department—University Partnership Center
79. Agreement with **UpToDate, Inc. f/k/a Wolters Kluwer Clinical Drug Information, Inc.** to renew the subscription to the Dentistry e-Book collection to commence as soon as possible and continue through July 14, 2023 at a cost to the College of \$2,439. This item was approved by Matthew Liao-Troth on June 27, 2022. Department—Dental Hygiene
80. Amendment to the Lease Agreement with **Worknet Pinellas dba Career Source Pinellas** to continue to lease office space (130 sq. ft.) at the Tarpon Springs Campus. The Lease will

commence on July 1, 2022 and continue through June 30, 2023. Worknet Pinellas will pay the College a total of \$916.50 over this period. This item was approved by Janette Hunt on May 24, 2022. Department—Provost, TS

Pamela S. Smith, Legal Services Coordinator, prepared this Quarterly Informational Report on contract items, including those with expenditures not exceeding \$325,000.

Mia Conza, General Counsel, recommends approval.

ps063022

August 16, 2022

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Dr. Tonjua Williams, President 

SUBJECT: Quarterly Informational Report of Exempt and Non-Exempt Purchases

This informational report includes purchases above Category 3 (\$65,000.) but not exceeding Category 5 (\$325,000.) as specified in Board of Trustee's Rule 6Hx23-5.12. These transactions during the preceding quarter have been approved by the President's designee and may be exempt from the bidding procedure pursuant to the State Board of Education Procurement Requirements 6A-14.0734.

Because each transaction stands on its own and does not occur in sequence with other transactions, a cumulative dollar amount is not implied when the same vendor appears more than once on the report. A summary appears at the end of the report, grouping vendors that appear on the report more than once, showing a total for each during the period.

The acronyms "SBE", "BOT" and "ITB" stand for the State Board of Education, the St. Petersburg College Board of Trustees, and Invitation to Bid, respectively.

The listing is by Purchase Order Number:

- 1. P.O. #114834 – Dell Marketing LP.** – This is in the amount of \$295,484.85 for Laptop computers and docking stations. **This is grant funded. Authority:** Board approval 2/15/22, Agenda Item: VII-B.3b. **Recommended** by Steve Moody, Director of Tech Support Services.
- 2. P.O. #115089 – Howard Technology Solutions.** – This is in the amount of \$207,738.70 to provide technology upgrades to classrooms collegewide. **This is grant funded. Authority:** Presidential authorization pursuant to Florida Statutes, §1001.65(24): "CARES Act funding approval" **Recommended** by Karen Reynolds, Director of Procurement and Asset Management.
- 3. P.O. #115395– Path Education INC.**– This is in the amount of \$125,000.00 to provide an annual site license for an Online Engagement Hub. This is year-one of a three-year agreement. **This is grant funded. Authority:** Board approval 6/21/22, Agenda Item: VII-B.3b. **Recommended** by Chris Harvey, Executive Director of Academic Technology and Student Success.

4. **P.O. #115401– SpearMC Management Consulting INC.** – This is in the amount of \$223,200.00 for consulting services relating to Peoplesoft recruitment modules. **Authority:** SBE & BOT Rule 6Hx23-5.12, H: “Information technology ...” **Recommended** by Darryl Wright-Greene, Chief Human Resources & Talent Officer.
5. **P.O. #115402–Go1 USA LLC**– This is in the amount of \$82,000.00 for a Skillsoft course bundle. **Authority** SBE & BOT Rule 6Hx23-5.12, B: “Educational...” **Recommended** by Darryl Wright-Greene, Chief Human Resource & Talent Officer.
6. **P.O. #115408– Cartner Landscaping & Maintenance LLC**– This is in the amount of \$73,963.20 for grounds maintenance at several campuses. **Authority:** Awarded to lowest bidder. **Recommended** by Jason Soler, Facilities Manager of Custodial & Landscaping.
7. **P.O. #115472– Google LLC** – This is in the amount of \$70,000.00 for internet marketing services. **Authority:** SBE & BOT Rule 6Hx23-5.12, F: “Services or commodities ...” **Recommended** by Rita Farlow, Executive Director of Marketing & Strategic Communications.
8. **P.O. #115473 – Assessment Technologies Inst LLC** – This is in the amount of \$150,000.00 for Nursing textbooks and review programs. **Authority:** SBE & BOT Rule 6Hx23-5.12, B: “Educational...” **Recommended** by Louisiana Louis, Dean of College of Nursing.
9. **P.O. #115573– Kenyon & Partners INC.**– This is in the amount of \$135,988.92 to install aluminum ramp, dock, and pilings at Bay Pines. **This is grant funded.** **Authority:** BID #08-21-22, SPC PROJECT # 1707-F-21-6 **Recommended** by Natavia Middleton, Dean of Natural Science and Engineering.

Change Orders listed in numeric order:

N/A

Summary of Vendors Appearing More Than Once (exclusive of change orders)

N/A

For Information: Excerpt from Board of Trustees Rule 6Hx23-5.12 Purchasing

All non-exempt purchases exceeding the Category Three threshold amount [\$65,000] as specified in Section 287.017, Florida Statutes, require a competitive solicitation requested from at least three responsible vendors, when possible. In addition, competitive solicitation awards exceeding the Category Five threshold amount [\$325,000] as specified in Section 287.017, Florida Statutes, must be approved by the Board of Trustees. Whenever two or more such solicitations, which are equal

with respect to price, quality, and service, are received for the procurement of commodities or services, a solicitation response received from a business that certifies it has implemented a drug-free workplace program as specified in Section 287.087, Florida Statutes, shall be given preference in the award process. In the event it is desired to competitively solicit commodities or services that are included in the exempt from competitive solicitation category, the competitive solicitation must originate through Purchasing.

The following are exceptions to competitive solicitations:

A. Purchases under Sections 946.515 (PRIDE) and 946.519 (The State Department of Corrections), Florida Statutes.

B. Educational tests, textbooks, instructional materials and equipment, films, filmstrips, video tapes, disc or tape recordings or similar audiovisual materials, and computer-based instructional software.

C. Library books, reference books, periodicals, and other library materials and supplies.

D. Purchases at the unit or contract prices established through competitive solicitations by any unit of government established by law or non-profit buying cooperatives.

E. Food.

F. Services or commodities available only from a single or sole source.

G. Professional services, including, but not limited to artistic services, instructional services, health services, environmental matters, attorneys, legal services, auditors, and management consultants, architects, engineers, and land surveyors. Services of architects, engineers, and land surveyors shall be selected and negotiated according to Section 287.055, Florida Statutes. For the purposes of this paragraph, "professional services" shall include services in connection with environmental matters, including, but not limited to the removal of asbestos, biological waste, and other hazardous material.

H. Information technology resources defined as all forms of technology used to create, process, store, transmit, exchange, and use information in various forms of voice, video and data and shall also include the personnel costs and contracts that provide direct information technology support consistent with each individual college's information technology plan.

I. Single Source procurements for purposes of economy or efficiency in standardization of materials or equipment.

J. Emergency purchases not in excess of the Category Three threshold [\$65,000] as specified in Section 287.017, Florida Statutes as provided for in P6Hx23-5.123.

(Rule Authority: State Board of Education Rule 6A-14.0734 Bidding Requirements.)

This Quarterly Informational Report was compiled by Karen Reynolds, Director of Procurement and Asset Management

August 16, 2022

MEMORANDUM

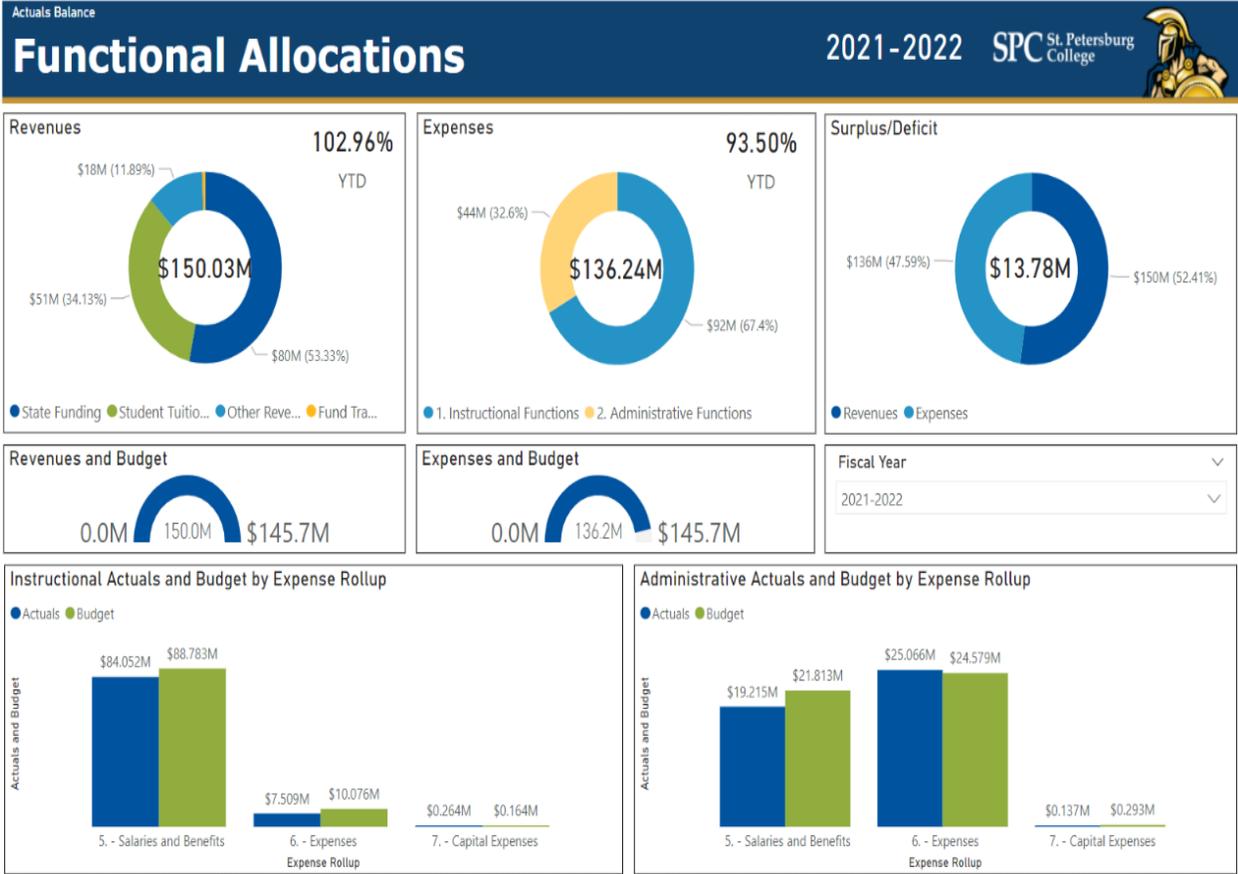
TO: Board of Trustees, St. Petersburg College

FROM: Dr. Tonjua Williams, President *(TW)*

SUBJECT: Fiscal Year End 2021-2022 College General Operating Budget Report with Tuition Revenue

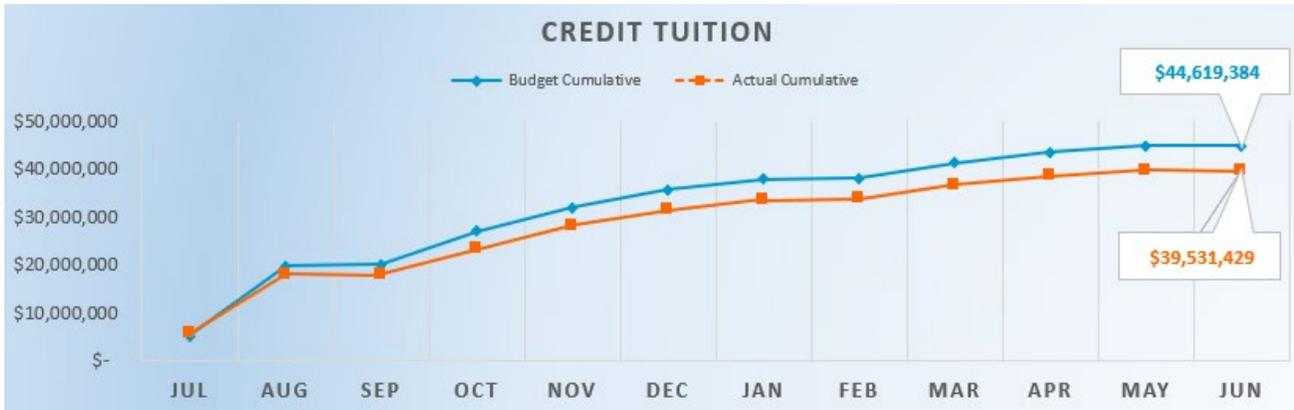
The FY21-22 fund 1 operating budget report through June 30, 2022, is attached.

As of June 30, 2022, the overall revenue was \$150.03M, which represents 103 % of the operating budget. The overall expense was \$136.24M, which represents 93.50 % of the operating budget. Personnel expense represents 75.9 % of the annual operating budget. As of this report date, personnel expense totals \$103.26M or 93.4 % of the total budget of personnel expenses. Instructional personnel expenses account for \$84.05M and \$19.21M for Administration personnel expenses. Current and Capital expense totals \$32.98M. The net balance of revenue less expense is \$13.78M; which includes loss of revenue recovery.

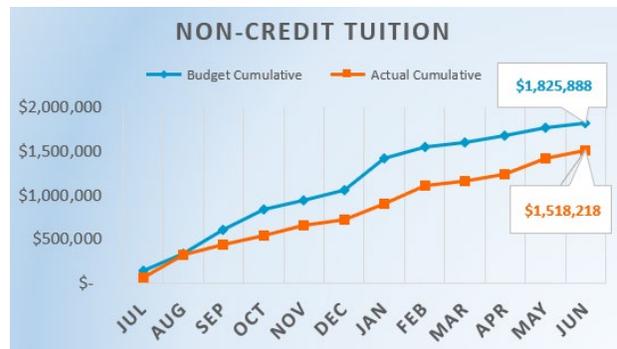


Displayed below are charts for projected tuition revenue. There are three types of tuition revenue: credit tuition, non-credit tuition, and postsecondary adult vocational tuition.

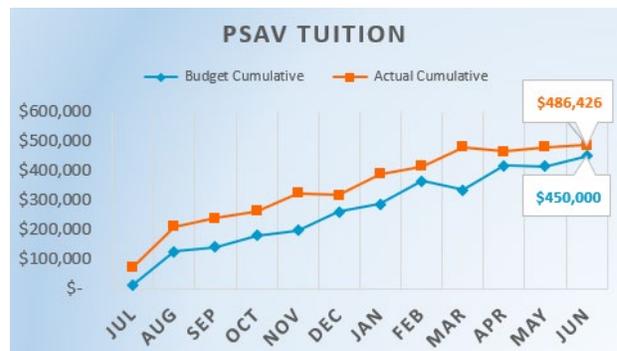
Credit Tuition Revenue – The chart below displays the credit tuition portion of the budget to the actual amount. As of June 30, 2022, the tuition actual is \$5.1 M below the budgeted amount.



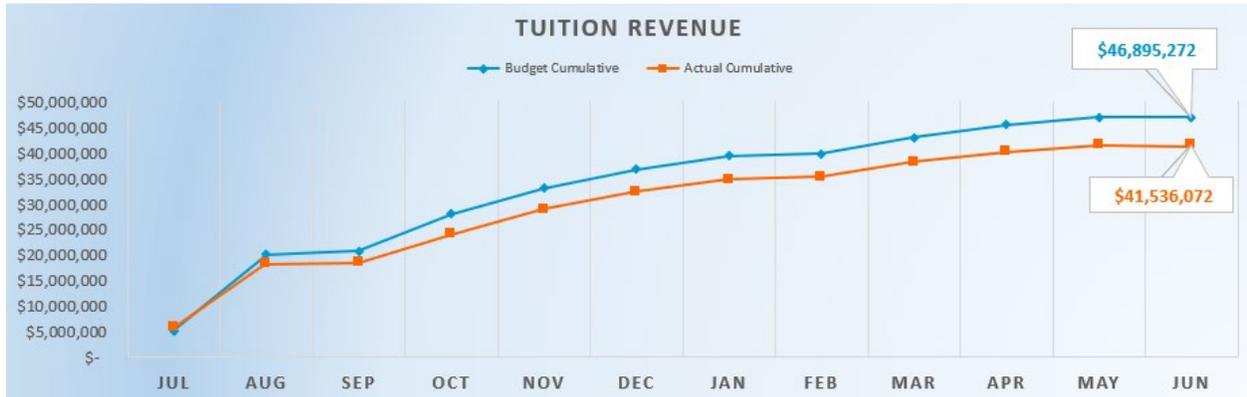
Non-Credit Tuition Revenue – The chart to the right displays the non-credit portion of the budget to the actual amount. As of June 30, 2022, the tuition actual is \$307K below the budgeted amount.



Postsecondary Adult Vocational Tuition Revenue – The chart to the right displays the Postsecondary Adult Vocational (PSAV) portion of the budget to the actual amount. As of June 30, 2022, the tuition actual is \$36K above the budgeted amount.



Total Tuition Revenue - The chart below displays the total operating tuition budget to the actual amount. As of June 30, 2022, the overall tuition actual is \$5.4 M below the budgeted amount.



Dr. Hector Lora, Vice President, Budgeting.

Attachment



**Operating Budget Report
June, 30 2022**

	Budget		Actual	% of YTD
Revenue				
Student Tuition & Fees	\$ 57,751,790	\$	\$ 51,202,812	89%
State Funding	\$ 79,949,374	\$	\$ 80,012,061	100%
**Other Revenues	\$ 6,658,195	\$	\$ 17,840,494	268%
Fund Transfers In	\$ 1,350,000	\$	\$ 970,163	72%
Total Revenue	\$ 145,709,359	\$	\$ 150,025,530	103%
Expenses				
Instruction	\$ 56,541,073	\$	\$ 56,444,972	100%
Public Sevices	\$ 995	\$	\$ 600	60%
Academic Support	\$ 21,246,259	\$	\$ 18,733,136	88%
Student Support	\$ 21,235,525	\$	\$ 16,646,645	78%
Total Instructional	\$ 99,023,852	\$	\$ 91,825,353	93%
Institutional Support	\$ 21,108,914	\$	\$ 17,614,990	83%
Physical plant Operation and Maintenance	\$ 17,341,561	\$	\$ 17,094,895	99%
Student Financial Assistance	\$ 6,479,219	\$	\$ 2,548,660	39%
Contingency, Transfer, Etc	\$ 1,755,813	\$	\$ 7,159,761	408%
Total Administrative	\$ 46,685,507	\$	\$ 44,418,306	95%
Total Operating Expenses	\$ 145,709,359	\$	\$ 136,243,658	94%
Balance	\$ -	\$	\$ 13,781,872	

*FY2021-22 excludes Net Pension adjustments.

**FY2021-22 Other Revenues include loss of revenue recovery

August 16, 2022

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: Board of Trustees' Rules

Approval is sought for the following proposed changes to the Rules Manual, which are being submitted for your consideration.

6Hx23-1.04 Meetings of the Board of Trustees 6Hx23-1.04—The proposed changes to the Rule will update information in the Rule regarding what constitutes a quorum of the Board; establish the definition of Board members being “present” at meetings; and include information on the attendance of Board members.

6Hx23-2.13 Nepotism—The proposed changes to the Rule will update the College’s policy on nepotism.

6Hx23-4.57 Requirements of the Medical Laboratory Technology Program—The proposed changes to the Rule will repeal the Rule which is no longer applicable.

Mia Conza, General Counsel, recommends approval.

ps080122

Attachment

6Hx23-1.04 MEETINGS OF THE BOARD OF TRUSTEES

I. Meetings of the Board of Trustees

‡ The Board of Trustees, at its annual organizational meeting held in accordance with 1001.61(4), Florida Statutes, shall establish a schedule for its regular meetings for the College's fiscal year, including day, time and location. Regular meetings shall be held each month in accordance with this schedule, unless otherwise rescheduled. Special and emergency meetings shall be called and conducted in accordance with Chapter 120, Florida Statutes.

II. Quorum

Three (3) members of the Board of Trustees duly appointed to membership shall constitute a quorum for the transaction of business. The action of a majority of the members of the Board of Trustees present at any meeting shall be the action of the Board of Trustees except as may be otherwise provided by Board Rule. Subject to the provisions of this Rule, a member of the Board is deemed to be present and/or in attendance if the member is physically present, or if duly approved to be virtually present (online) or telephonically present.

III. Attendance

Notwithstanding any other provision of this Rule, physical attendance of members at regular and special meetings of the Board of Trustees is encouraged and expected, unless the meeting(s) is scheduled exclusively to occur virtually (online), telephonically, or otherwise, in a manner not prohibited by law.

When approved in accordance with this policy, any trustees may participate in an in-person meeting of the Board by means of a telephone, video conference, or by any other similar means of communication, when all persons participating in the meeting are able to participate in discussions, to be heard by other board members and the public and to hear discussions taking place during the meeting. Such participation shall constitute attendance at the meeting.

Members shall submit a written request for remote participation to the Secretary of the Board (President of the College) or designee at least two weeks before a meeting of the Board of Trustees and in the case of an emergency or other unforeseen circumstances, as soon as possible before the date of the meeting. Such requests shall be approved or denied by the Chair of the Board in a prompt manner before the meeting date.

In accordance with section 1001.61(4), F.S., it is the duty of the Chair of the Board of Trustees to notify the Governor, in writing, whenever a Board

of Trustees member fails to attend three consecutive regular Board of Trustees meetings in any one fiscal year, which absences may be grounds for removal.

~~II. All meetings and workshops of the Board of Trustees can be conducted and attendance of Board members provided for by means of communications media technology. If it is known in advance that the meeting or workshop will be conducted by means of communications media technology, the notice of the meeting or workshop shall so state. Any action taken at a meeting or workshop presented by communications media technology will be afforded full force and effect.~~

~~Trustees may participate in meetings telephonically under the following conditions:~~

~~A. That a quorum must be physically present at the regular, special or emergency meeting; and~~

~~B. That there be some extraordinary circumstance preventing the Board member from being physically present at the regular, special, or emergency meeting of the Board. Extraordinary circumstances would include matters which are out of the ordinary, exceed the usual or normal, or are not customary.~~

IV. ~~III.~~ The Board of Trustees delegates to the President the establishment of procedures, in accordance with Florida Statutes, which govern and provide members of the public a reasonable opportunity to be heard by the Board in advance of it taking official action on a matter.

Specific Authority: 1001.64 (2) & (4), 1001.61-~~.65~~, 1004.70, F.S.

Law Implemented: 1001.64 ~~(2) & (4)~~, 1001.61-~~.65~~, 1004.70, 286.0114, F.S.

History: Formerly - 6Hx23-2-1.02. Adopted - 12/23/69. Readopted - 10/25/77. Amended - 7/16/70, 7/15/71, 12/19/74, 2/15/79, 9/17/81, 3/20/90, 12/18/90. Filed 12/18/90. Effective - 12/18/90; 10/22/97. Filed - 10/22/97. Effective - 10/22/97; 10/17/11. Filed - 10/17/11. Effective - 10/17/11; 8/20/13. Filed - 8/20/13. Effective - 8/20/13; 8/16/22. To Be Filed - 8/16/22. Proposed Date to Become Effective - Upon Board Approval.

6Hx23-2.13 NEPOTISM

No employee or student in a student work program administered by the ~~e~~College shall be appointed, employed, promoted, advanced, or advocated for appointment, employment, or advancement by a close relative, or in a position with the College in which a close relative is serving over or exercises jurisdiction or control of that individual. ~~assigned to a position in which a close relative immediately directs the work of that individual.~~ A "close relative" is defined as an individual who is related to ~~the~~ a College employee such as father, mother, son, daughter, brother, sister, uncle, aunt, first cousin, nephew, niece, husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half brother, or half sister, or as otherwise defined by Florida law. ~~husband, wife, father, mother, brother, sister, son, daughter, and in laws of the same degree.~~

Specific Authority: ~~240.319(2), F.S.;~~ 1001.64(2) & (4), 112.3135(1)(d), (2)(a), F.S.

Law Implemented: ~~240.319(2), F.S.;~~ 1001.64(2) & (4), 112.3135(1)(d), (2)(a), F.S.

History: Adopted 9/17/81; Amended 3/21/85; Filed 3/21/85; Effective 8/19/85 for Session I, 1985-86; 8/16/22. To Be Filed – 8/16/22. Proposed Date to Become Effective – Upon Board Approval.

6Hx23-4.57 REQUIREMENTS OF THE MEDICAL LABORATORY TECHNOLOGY (MLT)
PROGRAM

~~The Board of Trustees authorizes and directs the President or a designee to establish procedures related to registration into the first specialty course of, and progression requirements for, the Medical Laboratory Technology Program.~~

Specific Authority: 1001.64(2) & (4), F.S.

~~Law Implemented: 1001.64(6), (7), (8), & (17); 1006.69, 1007.22, 1007.25, 1007.263, F.S.; SBE Rule 6A-14.030, F.A.C.~~

History: Formerly - 6Hx23-4-7.109. Adopted - 10/16/75. Readopted - 10/25/77. Amended - 4/21/76, 10/21/76, 4/21/77, 12/17/77, 11/30/81, 2/17/83, 7/24/86, 11/12/87, 9/22/89, 3/20/90. Filed - 3/20/90. Effective - Session I, 1990-91, 11/19/91. Filed - 11/19/91. Effective - Session I, 1992-93; 9/22/92. Filed - 9/22/92. Effective - Session I, 1993-94; 12/15/92. Filed - 12/15/92. Effective - Session II, 1992-93; 11/17/93. Filed - 11/17/93. Effective - Session I, 1994-95; 5/17/94. Filed - 5/17/94. Effective - Session I, 1994-95; 8/30/94. Filed - 8/30/94. Effective - Session II, 1994-95; 12/20/94. Filed - 12/20/94. Effective - Session I, 1995-96; 9/26/95. Filed - 9/26/95. Effective - Session I, 1995-96; 1/24/96. Filed - 1/24/96. Effective - Session I, 1997-98; 11/24/97. Filed - 11/24/97. Effective - Session I, 1998-99; 4/20/98. Filed - 4/20/98. Effective - 4/20/98; 11/6/99. Filed - 11/16/99. Effective - Session I, 2000-01; 4/18/00. Filed - 4/18/00. Effective - 4/18/00; 10/17/00. Filed - 10/17/00. Effective - Session I, 2001-02; 10/17/01. Filed - 10/17/01. Effective - Session II, 2001-02; 7/29/02. Filed - 7/29/02. Effective - Session I, 2002-03; 6/21/05. Filed - 6/21/05. Effective - Session I, 2005-06; 11/21/06. Filed - 11/21/06. Effective - Session I, 2007-08; 4/17/07. Filed - 4/17/07. Effective - Session I, 2007-08; 12/16/08. Filed - 12/16/08. Effective - Session I, 2009-10; 8/21/12. Filed - 8/21/12. Effective - 8/21/12; 8/16/22. To Be Repealed - 8/16/22. Proposed Date to Become Effective - Upon Board Approval.



St. Petersburg Collegiate High Schools

**Governing Board Meeting
EPICenter, 1-453
August 16, 2022**

Agenda

1. 2022-23 Reading Plans [approval requested]
2. 2022-23 Safety Plans [approval requested]



St. Petersburg Collegiate High Schools
(SPCHS/SPCHSNP/SPCSHS)
2022-23 Reading Plan

Reading Core Curriculum

The Commission on Reading of the National Council of Teachers of English defines reading as "a complex and purposeful sociocultural, cognitive, and linguistic process in which readers simultaneously use their knowledge of spoken and written language, their knowledge of the topic of the text, and their knowledge of their culture to construct meaning with text" (<http://www.ncte.org>). This definition includes the five reading components adopted by Florida from the National Reading Panel's (2000) recommendations as well as qualitative components not included in their research. While the decoding components (phonics and phonemic awareness) are not particularly applicable to advanced secondary students like ours at St. Petersburg Collegiate High Schools, the fluency and comprehension components (fluency, vocabulary, and reading comprehension strategies) are regularly and systematically addressed in the classroom.

Explicit instruction for vocabulary development as well as before, during, and after reading strategies are used regularly to aid student comprehension. Students improve fluency primarily through increased volume and diversity of reading with a variety of groupings including independent, small, and whole class. In addition, student engagement in the reading process is increased through student choice of appropriate age, cultural, and gender diverse texts for independent reading. Literature from other cultures and by diverse authors will be used as a "hook and anchor" to draw students into the content using their past experiences and will be used to strengthen students' sense of identity. In their study on *How People Learn II*, The National Academies of Science, Engineering, Research and Medicine (2018) emphasized that students come to the classroom with preconceptions about how the world works and if that initial understanding is not engaged, students may fail to grasp the new concepts and information being taught. Teachers will be making learning contextual by activating students' prior knowledge and empowering students to leverage their cultural capital.

Moreover, because reading is a social activity, students discuss and deepen their understanding of text by building on individual and cultural experiences in whole class and small groups. Finally, because reading and writing develop together, students write about their reading to deepen their understanding, and learn how to write through the reading of various texts.

St. Petersburg Collegiate High Schools will use a variety of instructional strategies to help students build their reading skills aligned to the B.E.S.T. standards. Anderson, Wilson, and Fielding (1989) argued that students benefit from increased volume and diversity of reading as a whole group and independently. In English class, students will read in both large groups (as a class) and independently. As a class, students will read over 2,000 pages per year of diverse and complex texts; these texts are both old and modern, and represent multiple modes and genres, such as poems, epics, dramas, novels, and stories, as well as articles and essays (fiction and nonfiction).

These texts will be chosen using Beers and Probst's (2013) four qualitative factors for text complexity:

1. Ideas presented in the text
2. Structure of the text
3. Language of text
4. Prior knowledge required for understanding the text

Because these texts are complex, a variety of reading strategies will be used before, during, and after reading to increase comprehension (“On Reading, Learning to Read”, 2017). The reading strategies taught in class include the following:

- Pre-reading Strategies: KWL, Vocabulary Preview, Text Preview
- Reading Strategies: Explicit Vocabulary instruction, Writing to Learn (especially summaries, reflection, and essays), Close Reading, Annotating, small group and whole class discussion, Rereading, and Self-Monitoring
- Post Reading Strategies: Collaborative learning, Reader Response, Writing to Learn (both informal writing such as reflections and reader responses as well as formal essays and research papers), and concept mapping

Using these strategies is meant for the independence and responsibility of comprehension to be gradually released to students as they become independent readers.

Students will read both during and out of class and will often work with a partner or in small groups to help with difficult texts and passages to improve comprehension. In addition to reading as a whole class, students will read independently. For independent reading, students will be allowed to choose from a diverse selection of books that are at or above grade level. Students will read an additional six books a year. These additional books will not be specifically chosen to be complex (although some are) but rather books that most can read on their own with little support.

PERT Ready

St. Petersburg Collegiate High Schools improve student reading comprehension scores on the College reading test Postsecondary Education Readiness Test (PERT) by first creating a literacy rich environment in all classrooms (Braunger and Lewis, 2008). Saint Petersburg Collegiate High Schools also adopts Smith's philosophy that students essentially learn to read by reading rather than by isolated skill instruction (2011).

Therefore, a focus is placed on choice reading of meaningful, relevant texts, and age-appropriate text to increase reading volume, diversity, and complexity to improve reading comprehension and proficiency. Marzano (2004) affirms that extensive reading develops background and academic knowledge, improves both comprehension and fluency, while simultaneously reinforcing reading skill and reading strategies.

The increased volume diversity and complexity of reading for those who have not passed the reading portion of the PERT occurs primarily in two classes: English and Reading. Reading in English class consists of both whole group reading and independent reading. For whole group reading, students read as a class over 2,000 pages of diverse and complex texts. The texts are chosen using Beers and Probst's four factors for text complexity (2013) and are texts that require teacher support. For independent reading, students read six independent novels from a list but that students should be able to read on their own.

The increased volume of reading will expose students to vocabulary often not found in everyday speech. Beck, McKeown & Kucan (2013) referred to these words as 'tier two' vocabulary, i.e., mature, academic vocabulary). In addition to increased reading volume and diversity, use of complex texts, and teaching of reading strategies, students will also be explicitly taught tier two vocabulary. This extensive reading also builds proficiency by developing background and academic knowledge, improving both comprehension and fluency, and simultaneously reinforcing reading skill and reading strategies (Marzano, 2004). All freshmen will be enrolled in Intensive Reading or Great Books Honors. Sophomores who have not passed the PERT or ELA standardized assessments are enrolled in a Reading class (a semester course), in addition to English class. In order to increase reading volume in Reading class, students read independently spending over 100 minutes weekly reading in class from material they chose. This adds up to an additional 30 hours of independent reading. Students must self-monitor their reading and keep track in a reading log (Duke & Pearson, 2002). Because of the increased reading (whole group and independent) in these two classes, students develop better reading skills and improve reading proficiency. The primary areas improved are in vocabulary, as well as fluency and comprehension:

- **Vocabulary:** Through voluminous and wide reading, students are exposed to greater volume of words, which according to Anderson, Wilson, and Fielding (1989) corresponds to a greater level of achievement. Beck, McKeown & Kucan, (2013) argue that students who read more improve their reading comprehension because they are exposed to many more words often uncommon to spoken language, or what Beck, McKeown & Kucan refer to as 'tier two' words; words important for building a mature vocabulary and used in academic writing students need to comprehend. In addition to being exposed to vocabulary through text, students are also explicitly taught academic vocabulary in English and Reading class. Students are taught college level words that correspond to the text being read as a whole group.
- **Fluency and Comprehension:** In Reading class, students are placed in a robust classroom literacy rich environment and have the freedom to choose their reading materials and are given class time to read (Braunger and Lewis, 2008; Gallagher, 2003). Student self-selection of books increases student engagement better than isolated skill instruction (Allington, 2012).

St. Petersburg Collegiate High Schools will not adopt or develop additional academic standards beyond the Florida B.E.S.T. Standards. The Florida Standards will be the content standards for every high school class taught and St. Petersburg Collegiate High Schools teachers will document how they are meeting those standards in their lesson plans. In addition, St. Petersburg Collegiate High School students will take the required Florida Standards Assessments and End of Course Exams to document how well students are mastering those standards and to meet graduation requirements.

Research Base/ Foundation Materials

St. Petersburg Collegiate High Schools used the research conducted by Marzano (2003) as a foundation for developing the curriculum that will be implemented. According to Marzano, the most impactful factor in student achievement is providing students with a guaranteed and viable curriculum that provides each student with an opportunity to learn and necessary time to learn and master that curriculum. St. Petersburg Collegiate High Schools will ensure that students have an opportunity to learn because the essential content is taught in specific courses at specific times during the school year. Another component of the guaranteed and viable curriculum will be that adequate instructional time is provided to teachers to deliver the essential curriculum. To develop curriculum, St. Petersburg Collegiate High Schools will implement Marzano's five action steps to creating a guaranteed and viable curriculum.

Step 1 - Essential Content: St. Petersburg Collegiate High Schools will modify this action step to identify and communicate the content that is essential for students that are seeking postsecondary education at St. Petersburg College and will be seeking further postsecondary education after earning their Associate degree at SPC. The basis for the content at St. Petersburg Collegiate High Schools will be the Florida Standards; however, St. Petersburg Collegiate High Schools will work with the faculty at SPC to analyze the knowledge and skills they will need to succeed at SPC and when they leave SPC to attain a bachelors, other advanced degrees and/or additional industry certifications. Within the disciplines, St. Petersburg Collegiate High Schools faculty and staff will analyze syllabi, assignments, and projects students must complete to determine the skills they need to excel in their courses. St. Petersburg Collegiate High Schools faculty will also attend SPC faculty discipline meetings to stay current with the curriculum at SPC and to build relationships with individual faculty members. These relationships with the SPC faculty will be vital to understanding the SPC curriculum so that this understanding can be utilized to align curriculum at St. Petersburg Collegiate High Schools that is essential for students' success in rigorous college courses.

Step 2 - Available Time: St. Petersburg Collegiate High Schools will ensure that the essential content can be addressed in the amount of time available by creating high school classes that will be 55 minutes long for each period. This length of period for 180 days will allow the teachers to cover the essential content and will allow students to develop the skills necessary to be

successful in college. In addition to the 55-minute period, St. Petersburg Collegiate High Schools will develop elective courses that help teach the essential content students need to be successful in college.

The curriculum for the reading will provide more time to address the essential content and the study skills curriculum will provide time to address the important non-cognitive skills that students need to be successful in college without subtracting time from the essential content in the core courses.

Step 3 - Sequencing and Organization: St. Petersburg Collegiate High Schools will organize the curriculum so that students have ample time to learn the essential content and attain the skills they need to excel in the rigorous college courses at SPC. The curriculum will be organized to help students transition from the expectations of high school teachers to the expectations of college instructors. As the year progresses, assignments will be more complex. Students will use not only what they have been taught in class, but the non-cognitive skills they have been developing throughout the year to manage complex projects, assess their own learning, study for upcoming tests, and seek out resources to be successful.

Step 4 - Teachers Address Essential Content: St. Petersburg Collegiate High Schools will ensure that teachers address the essential content and that students master the essential content through the Florida Standards Assessment (FSA), the Postsecondary Educational Readiness Test (PERT), End of Course Exams, teacher developed assessments, and through students' success in their high school and college courses. By utilizing a wide variety of assessment techniques, St. Petersburg Collegiate High Schools will determine students' mastery of the essential content including the Florida Standards and the skills students need to be successful in college classes.

Step 5 - Avoiding Disruption: St. Petersburg Collegiate High Schools will limit the disruptions to the instructional time for students. Students' access to clubs and activities will take place after the instructional day. St. Petersburg Collegiate High Schools will use the days when the high school is in session, but the SPC college courses have not started, to conduct assemblies and other workshops and meetings. In addition, St. Petersburg Collegiate High Schools will focus on teaching the curriculum as preparation for the state standardized assessments and will not focus on teaching to the test or test preparation. St. Petersburg Collegiate High Schools faculty members believe the best use of instructional time will be teaching the standards and using a variety of assessment methods directly related to the content rather than taking practice tests or utilizing content that is solely focused on preparing students for the state assessments.

St. Petersburg Collegiate High School
St. Petersburg/Gibbs Campus



Emergency
Management Plan



School Emergency Plan Information

School Information

School Name	St. Petersburg Collegiate High School
Address/City/Zip	6605 5 th Avenue North
Phone Number Main/Private	727-341-4610
Date of Plan	July 30, 2022

School Administrative Team Administrative Team

Name	Position	Work	Home or Cell
Ian Call	Principal	(727) 341-3521	(727) 698-0136
Zanetta Robinson	Assistant Principal	(727) 712-5265	(727) 466-7634

SPC Administrative Team Administrative Team

Name	Position	Work	Home or Cell
Leslie Hafer	Provost	(727) 341-4603	(229) 630-2922
Keron Jean-Baptiste	Associate Provost	(727) 341-4349	(813) 377-7325

Staff Members

Name	Position	Number	Home or Cell
Martha Alvarez	Administrative Specialist	(727) 341-4610	(727) 238-0054
Spartak Vygovskiy	Safe School Officer	(727) 309-3732	(727) 309-3732
Barry Wireman	SPC Security	(727) 631-1709	(727) 946-3144
Olin Conrad	Facilities Supervisor	(727) 712-5763	

Certified Designee to Work with PCSO Child Abuse Investigator

LaDawn Bell, Guidance Counselor

A copy of this plan can be found in the Main office and in each classroom at St. Petersburg Collegiate High School.



Collegiate STEM Positive COVID-19 Test Protocols



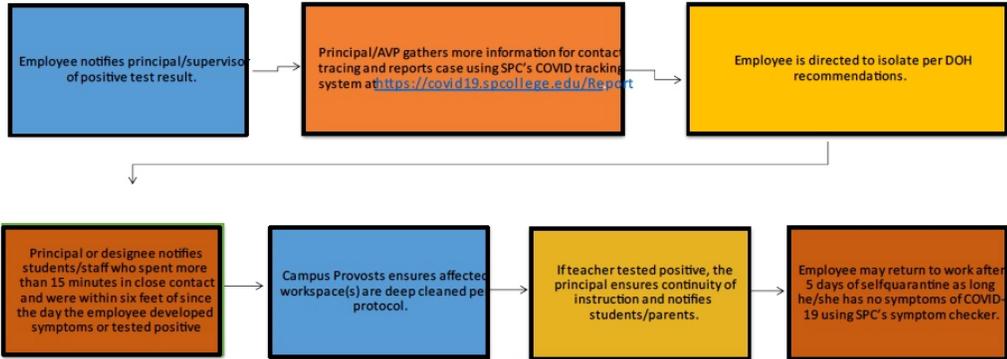
Principal/AVP Responsibility

Students Responsibility

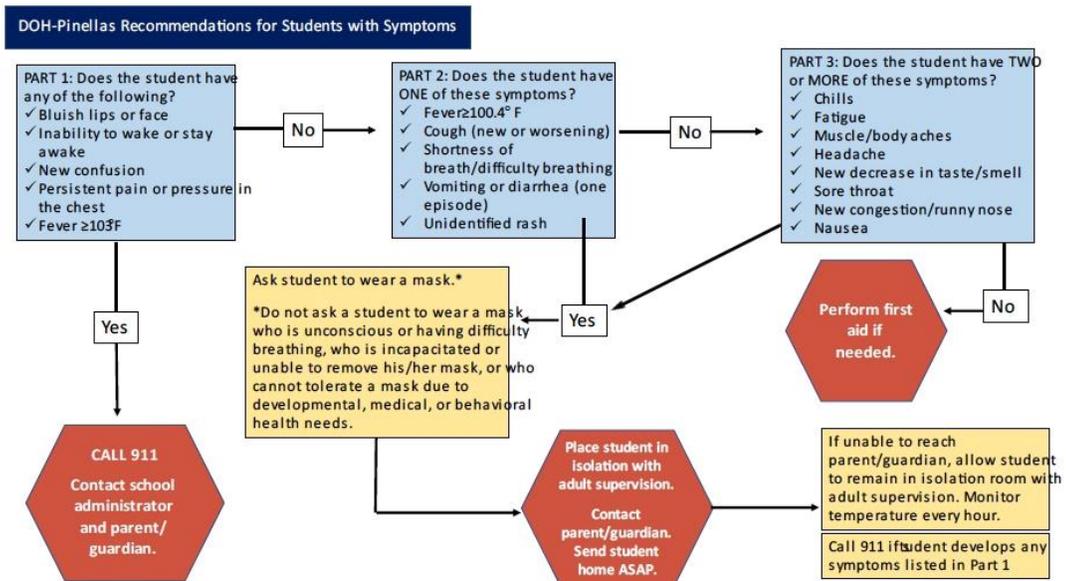
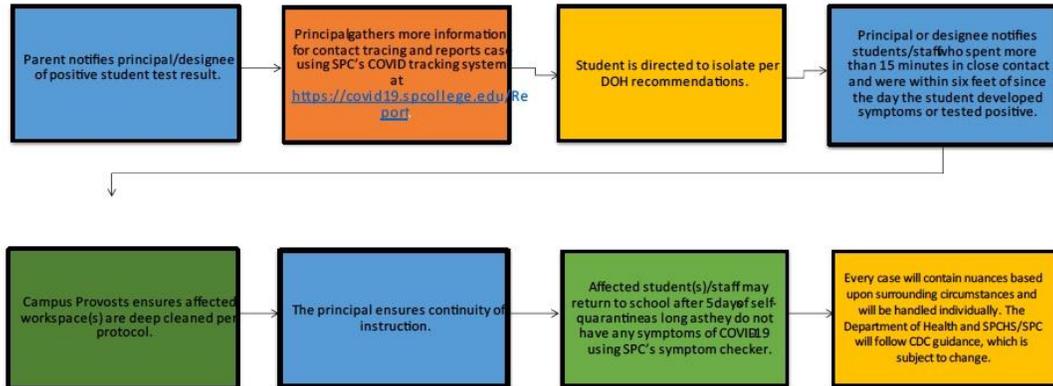
Employee/Parent Responsibility

Every case will contain nuances based upon surrounding circumstances and will be handled individually. The Department of Health and SPCHS/SPC will follow CDC guidance, which is subject to change.

Positive Confirmed Case: SPCSHS Staff Member



Positive Confirmed Case: Parent Notification for Student



Emergency Team Assignments

In general, Incident Command System (ICS) Emergency Team roles should be a logical, reasonable parallel to day-to-day work assignments.

Emergency team members / responsibilities

Emergency Coordinator:	Ian Call
Parent/Family Liaison:	Zanetta Robinson
Security Liaison:	Spartak Vygovskiy
Media Liaison:	SPC-Rita Farlow PCSB-Isabelle Maszarenas
Medical Liaison:	Spartak Vygovskiy
Counseling Liaison:	LaDawn Bell

Staff Responsible for:

Gas, water, electric shut-off:	Olin Conrad
Fire Alarm:	Olin Conrad
Sprinklers:	Olin Conrad
Panic Button(s):	Barry Wireman

In the event of a campus emergency event, the St. Petersburg College Campus emergency management plan will supersede this emergency plan and the Provost of the campus will follow that plan in designating individuals to fulfill the above roles. In the campus emergency response plan, the principal Ian Call, will fulfill the role as parent liaison.

Go Box

The Go Box is filled with the equipment needed to provide immediate aid, procedure assistance and accurate accountability of students, staff and visitors.

Go box locations: SS 226

Staff responsible for updating and maintaining items in the box: Ian Call, Principal

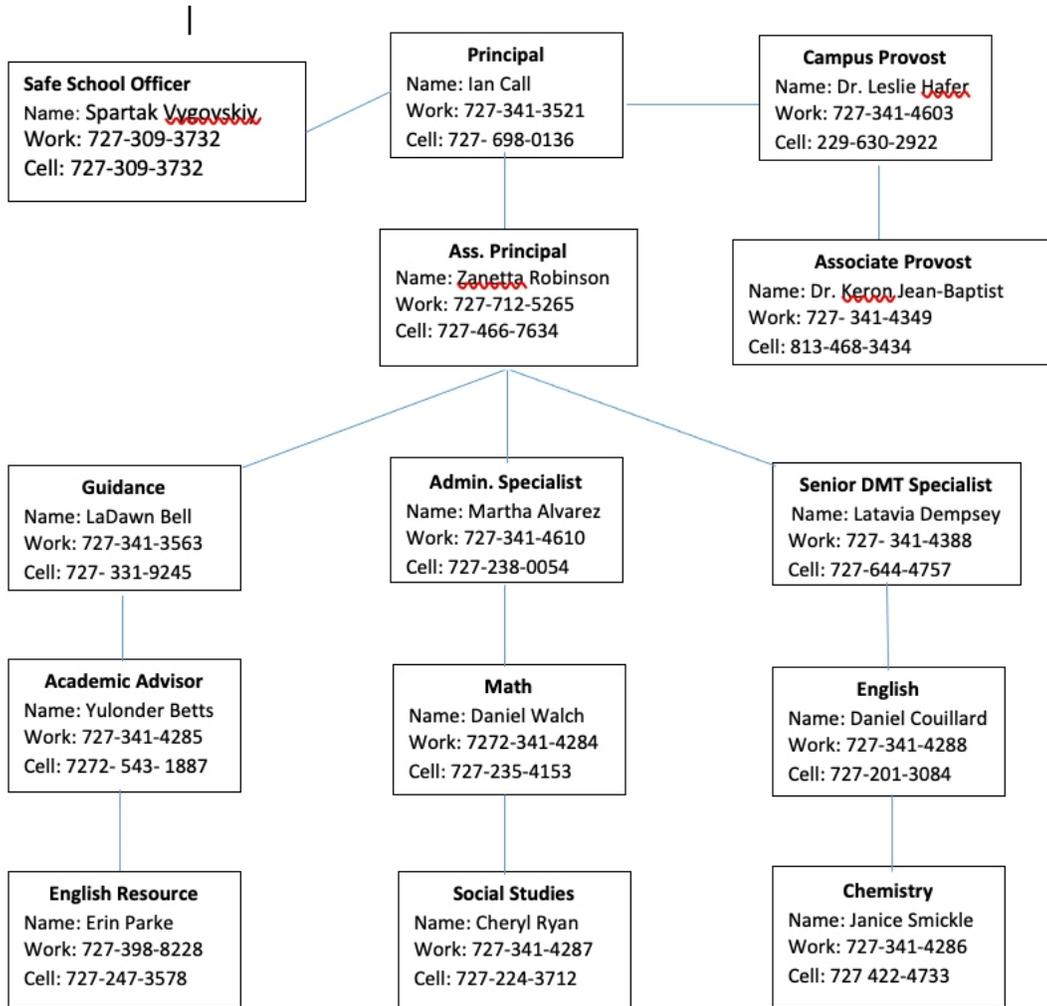
Staff responsible for taking box when indicated in plan: Ian Call, Principal

Contents:

- An adequate first aid kit, with disinfectants
- Latex gloves
- Flashlight
- Bullhorn
- Floor plan of the school
- Copies of master list of students
- Paper, index cards, markers, pencils
- Tape
- Student roster, photos of students
- Student and staff health information; clinic cards; a list of students with medical needs,
- Emergency phone numbers
- List of staff trained in first aid and CPR
- District personnel directory
- Schedules of classes
- Batteries
- Towels
- Tissues
- Signs for areas to be set up, i.e., Parent Pick-Up Area, Media Area, Medical Area, Command Post, and Counseling Area
- Multiple blank copies of Medical Information Form
- Multiple blank pages of your school's student sign-in sheet
- Telephone directory
- Faculty and staff roster

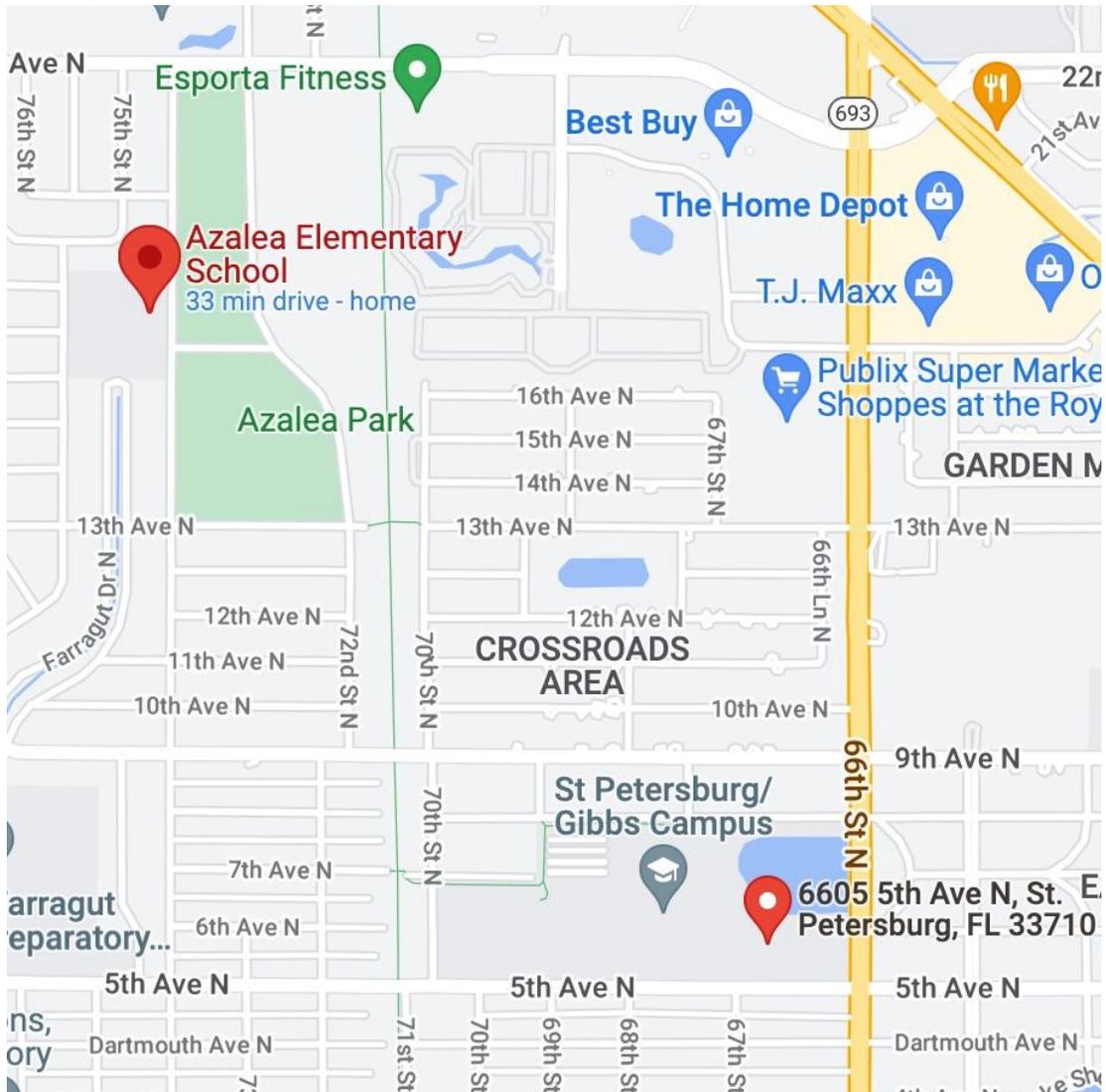
Phone Tree

SPCHS will utilize a phone tree to notify all staff in the event of a crisis or emergency which occurs outside of school hours. Since the school will most likely have to deal with the event the next school day, it is important that the staff be aware and prepared prior to arriving at school. The phone tree will serve as a follow up to any School messenger communication that will go out.



Off-Campus Alternate Building Location: Walking Distance

Azalea Elementary School
1680 74th St N
St. Petersburg, FL 33710



Alternate Building Location: Requiring transportation

Alternate Building Location

St. Petersburg College Seminole Campus
9200 113th St N
Seminole, FL 33772

Students will be evacuated to the Digitorium and SPCHS will utilize the St. Petersburg College busses to evacuate the students to the Seminole Campus.

Assembly Area (Outdoors, for Standard Evacuation)

If an emergency requires the set-up of an assembly area with a command post, assembly area, first area, heliport landing area, or other areas for specific purposes, the campus provost for St. Petersburg College will designate those areas according to the campus emergency management plan.

St. Petersburg Collegiate High School Reunification Plan

Reunification of Parents and Students

Once students and staff are safe and law enforcement/first responders allow SPCHS to reunite students with parents/guardians, SPCHS will follow the plan below.

Communication Plan for Parents and Guardians

SPCHS will communicate with parents and guardians via the School Messenger system that sends out mass phone calls and emails to parents. In addition, SPCHS will send out text messages via remind. SPCHS will utilize the message below:

Hello SPCHS Families,

This is Dr. Call with an important message from St. Petersburg Collegiate High School. Today is It is am/pm. The emergency situation on campus is over. Please listen carefully to these student-release instructions. Parents, please go to the (REUNIFICATION SITE) located at (ADDRESS) to pick up your child. Do not come to the school.

All students will be taken to the (REUNIFICATION SITE) located and released to parents and guardians there. Bring your photo identification with you to the (REUNIFICATION SITE)

School staff will check your ID against a list of individuals approved to sign out each student. This is for the safety of your child.

Thank you for your patience as we work to reunite you with your child.

Reunification Site Areas/Personnel

1. Parent Check-in Area
 - Lead: Ian Call, Principal
 - Staff: Latavia Dempsey, Data Management Specialist and Martha Alvarez, Administrative Assistant
 - Runners to Retrieve Students: Dan Walch, SPCHS Instructor and Dan Couillard, SPCHS Instructor
2. Family Waiting Area
 - Lead: Zanetta Robinson, Assistant Principal
 - Staff: Erin Parke Assistant Principal
3. Student Supervision Area
 - Lead: LaDawn Bell, School Counselor
 - Staff: Janice Smickle, SPCHS Instructor; Cheryl Ryan, SPCHS Instructor; and Yulonder Betts, Academic Advisor

Parent Check-In/Reunification Procedures

Step 1: SPCHS will use the Student Emergency Contact List in the SPCHS Go Box to determine eligibility to pick up a student.

Step 2: Staff will verify the person requesting to pick up the student is on the list by checking their ID against the list

Step 3: Parent guardian will sign next to the student's name on the Emergency Contact List

Step 4: Once verified, parents will be escorted by a staff runner to the Family Waiting Area.

Step 5: The staff runner will retrieve the student from the Student Supervision Area and take them to the Family Waiting Area.

Active Assailant

Active Assailant Response Protocols

SPCHS faculty, staff, and students will receive training on the following procedures that will provide the safest environment for students and staff upon activation of the school's active assailant response protocols.

Important Note: Any and all school personnel may directly activate the school's active assailant response procedures through the school's intercom system without consultation with anyone else.

Run

- Have an escape route and plan in mind
- Students should leave their belongings behind
- Teachers need to take their Red Emergency Binder
- Everyone should keep hands visible

Hide

- Cover the door's window and shut all blinds
- Hide in an area out of the shooter's view in the classroom's "hard corner"
- Block entry to your hiding place and ensure the doors are locked
- Silence all cell phones

Fight

- As a last resort and only when your life is in imminent danger
- Attempt to incapacitate the shooter
- Act with physical aggression and throw items at the active shooter

School Threat Assessment Team

Member Name	Position (fill in blank positions)	Dates Participated in Training
Ian Call	Administrator	August 30, 2019
LaDawn Bell	Guidance Counselor	August 3, 2022
Lenny Stacey	Social Worker	
Kristofer Kraul	School Psychologist	
Dan Barto	SPC Director of Security	
Barry Wireman	Senior Security Officer -SP/G	
Spartak Vygovskiy	School Safety Officer – SP/G	
Robert “Bo” Bauman	Dep - Pinellas County Sheriff's Office	

Power/Internet Outage

Verify all network and phone equipment as well as radio repeaters have UPS power connected. This will ensure 15 minutes of continuous paging, intercom and phone use in the event of power loss. Schools need to establish a communication plan using alternate means such as cell phones, bull horns, radios, etc. in case of extended power loss.

For Power Outage

- Principal will notify the Facilities Supervisor and School Safety Officer
 - Facilities Supervisor: Olin Conrad—(727) 712-5763
 - School Safety Officer: Spartak Vygovskiy (727) 309-3732
- Staff Members will use the intercom and cell phones for communications.
- Principal and School Safety Officer will ensure that Fire alarms are functional. If fire alarms are not functional, the principal will designate staff members for a modified fire watch.
- Principal will treat the outage as a lock out situation for doors only
- Visitors will not be allowed into the SPCHS portion of the SS Building.

For Internet Outage

- Principal will notify the Technology Resources Supervisor and School Safety Officer
 - Technology Resource Specialist: Adrian Corona (727) 398-8460
 - School Safety Officer: Spartak Vygovskiy (727) 309-3732
- Staff Members will the intercom system for communication.

Best Practices Following a Critical Incident

The purpose of a crisis response team is to help the school return to normal function as quickly as possible.

- If the event occurs during school hours, notify staff through email. Announce “please check your email” over the intercom system.
- If the event occurs during non-school hours, notify staff through the phone tree.
- Conduct a stand up meeting before school to dispel rumors and update staff.
- Notify families through School Messenger or a letter home.
- If able, all teachers should work with their students in the classroom concerning the incident.
- Teachers may request assistance from the crisis response team members if needed.
- Students who need further assistance should report to the designated counseling area.
- Student Services policy strongly recommends that students return to class after one class period. If student is unable to return to class, parents should be notified.
- A separate counseling area should be available for staff affected by the incident. Crisis response team members will be available to assist them.
- If appropriate, a stand up meeting at the end of the day may be held to review events and determine future needs.

Staff Skills Inventory

As part of the development of our Emergency Management Plan, St. Petersburg Collegiate High Schools has identified SPCHS/SPC staff members with special training or expertise:

Mental Health Counseling

- LaDawn Bell – SPCHS St. Pete/Gibbs Campus
- Kellye Rainwater – SPCHS Tarpon Springs Campus

Experience with Disabilities

- Daniel Walch – SPCHS St. Pete/Gibbs Campus

CPR/First Aid

- Staff at the Collegiate High Schools are certified in CPR and receive First Aid Training every three years.

Language

- Marth Alvarez speaks French and Spanish

Additional Resources

- In the event of an Emergency, St. Petersburg Collegiate High School will coordinate with St. Petersburg College to offer services to students with disabilities, mental health services, and language services.

Teacher/Staff Survey:

Students/Staff Needing Special Assistance

Instructions: Teachers are to fill in the name of any student/staff in their class who will require special assistance in the event of an emergency (*considering a variety of emergency conditions which may alter needs, such as severe weather, evacuation needs, hazardous materials, etc.*)

Person Needing Assistance	Assistance Needed	Person who will Assist

Staff Buddy

Your name should only appear once on this list

My Name is:	My Room	My Buddy is:	Buddy's Room
Erin Parke	SS 228	Cheryl Ryan	SS 212
Yulonder Betts	SS 202	LaDawn Bell	SS 226
Latavia Dempsey	SS 218	Martha Alvarez	SS 226
Dan Couillard	SS 214	Dan Walch	SS 216
Zanetta Robinson	SS 218	Janice Smickle	SS 210

Staff Buddy is:



Student Accounting Form

Teacher Date: Time:

Class Period Room #
Who is your staff buddy?

Can you account for your teacher buddy? Yes/no – if no, last known location

of Students enrolled per register

of Students not in class today

of Students present

of Students not accounted for

Students or classroom volunteers elsewhere (library, office, nurse, etc.)			
Name	Location	Time student left classroom	Current location

Prepared by:

Send to Attendance Post via student runner.

MISSING/UNACCOUNTED STUDENTS		
NAME	LAST KNOWN LOCATION	TIME LAST SEEN

If all students are present and accounted for, please place an "X" through the above table.
Additional Comments (report fire, gas/water leaks, blocked exits, structural damage, etc.
IC notified of missing person(s): _____

Secure Facilities

Requirement	Comment
Establish a schedule to test emergency communication systems in each school and determine if adequate signal strength is available in all areas of a school's campus.	Implemented Monthly with Pinellas County Sheriff's Office
Conduct school security risk assessments with law enforcement on every campus and report the findings to the school board and Office of Safe Schools.	Completed – June 2022 (Annual FSSAT assessment)
Coordinate with the appropriate public-safety agencies, a campus tour every three years for first responders.	Completed – June 2022 (Annual FSSAT assessment)
Requires each school and each school district to conduct comprehensive security assessments of each campus by use of the FSSAT and report the results of those assessments to the local school board and the Office of Safe Schools.	Completed – June 2022 (Annual FSSAT assessment)
Requires school safety specialist to collaborate with law enforcement and conduct annual school security risk assessments at each school by October 1.	Completed – June 2022 (Annual FSSAT assessment)
Each school shall have a communication system which any staff member may activate the school's active threat response procedures. The communication system must notify all persons on campus to react to the active threat.	Completed – August 2019
All schools shall have procedures in place that will provide the safest environment for all students and staff upon activation of the school's active threat procedures.	Completed – August 2022
Each classroom door with a window should have an opaque covering for the window readily available.	Completed – August 2019
Each classroom should have a clearly identifiable hard corner or safe corner marked.	Completed – September 2019
Teachers should be required to keep the hard corner free of immovable objects and set up their classroom so as to not impede access to the hard corner or safest area in the classroom.	Implemented Daily

Daily Practices

Requirement	Comments
Establish an armed presence at each school via the deployment of an SRO, law enforcement officer, or school guardian.	Completed – August 2019
Specifies that the safe school officer requirement extends to charter schools and requires school boards to collaborate with charter school governing boards to facilitate charter school access to all safe school officer options.	Implemented Daily
Defines that each school must have an SSO present on each campus while school is in session.	Implemented Daily
All gates must remain closed and locked unless open for active ingress or egress.	Implemented Daily
All doors to buildings must remain closed and locked unless open for active ingress or egress.	Implemented Daily
When opened for active ingress or egress, every gate and door should be staffed and never left open and unattended.	Implemented Daily
Each classroom door should remain closed and locked during instruction.	Implemented Daily

Planning and Preparation Source

Requirement	Comment
SESIR reports to the DOE and the final update/amendments by completed by the deadline.	Will be completed following the 2022-2023 school year.
Schools and school districts must comply with the Office of Safe Schools directives and requests for information.	Implemented daily and upon request from Pinellas County Schools
Requires active shooter drills in all K-12 schools, conducted by law enforcement, at least as often as other emergency drills. Also requires emergency plans to identify individuals responsible for contacting the appropriate primary emergency response agency.	Implemented Monthly with Pinellas County Sheriff's Office
Requires charter schools to comply with all aspects of the law.	Implemented Daily
Requires active threat drills to be developmentally and age appropriate.	Implemented Monthly with Pinellas County Sheriff's Office
Requires school boards and charter school governing boards to adopt an active assailant response plan.	Completed – August 2022
Requires each superintendent and charter school principal to verify by October 1, 2019, and annually thereafter, that all school personnel have received annual training on the procedures in the active assailant plan.	Completed – July 2022 (Training provided by Pinellas County Sheriff)
Requires school principals to notify all school personnel of their responsibilities to report any incident that poses a threat to school safety to the principal or their designee and that the disposition of each such incident is properly documented.	Completed – July 2022 (Training provided by Pinellas County Sheriff)
Requires each school district to report to the DOE by October 1 of each year that all schools in the district have completed the FSSAT.	Completed – Oct. 2021
Requires active threat (shooter) drills each month.	Implemented Monthly with Pinellas County Sheriff's Office
Schools districts must have written active assailant response procedures including school specific responses to an active threat.	Completed – August 2022
Written procedures must provide guidance to staff on how to initiate an active threat response.	Completed – August 2022
Written procedures must be physically distributed to every employee.	Completed – August 2022
Written procedures must clearly establish that any and all employees may directly initiate the school's active threat procedures without consultation with anyone else.	Completed – August 2022

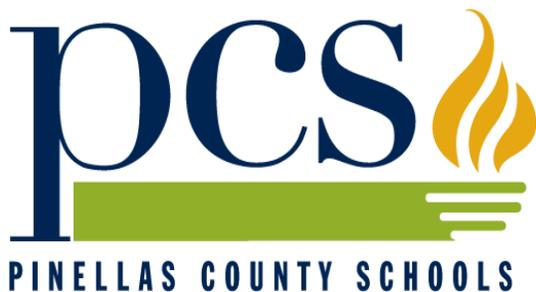
Positive School Climate Source

Requirement	Comment
Allows authorized members of the threat assessment team to obtain certain criminal history information.	Implemented during PCS Schools/SPC Threat Assessment Procedure
Requires the school threat assessment team to verify behavioral health intervention services remain intact for a student who transfers to a different school until the receiving school's threat assessment team determines the need for intervention services.	Implemented during PCS Schools/SPC Threat Assessment Procedure
Requires each school threat assessment team to use the statewide threat assessment database developed by the OSS.	Implemented during PCS Schools/SPC Threat Assessment Procedure
Each school shall have a behavioral threat assessment team which shall meet regularly and be proactive, not merely reactive, and shall consider behavior indicators. (Dir) The team shall be made up of at least a person with expertise in the following areas: counseling, instruction, school administration, and law enforcement. (1006.07(7)(a))	Implemented during PCS Schools/SPC Threat Assessment Procedure
Requires the transfer of student records from school to school to occur within 3 school days.	Procedure will be implemented when a student transfers to another school
Requires student records to include verified reports of serious or recurrent behavior patterns, including threat assessment evaluations and intervention services, psychological evaluations, and therapeutic treatment plans or progress notes created or maintained by district staff.	Procedure will be implemented when a student transfers to another school
Requires a student to disclose at initial registration for school any school district referral for mental health services associated with school expulsion, arrest resulting in a charge, or juvenile justice action.	Procedure will be implemented during registration at SPCHS.
Requires each student at the time of initial registration to note previous school expulsions, arrests resulting in a charge, juvenile justice actions, and referrals to mental health services the student has had.	Procedure will be implemented during registration at SPCHS.
Requires districts to promote the use of the mobile suspicious activity reporting tool (FortifyFL) by advertising it on the district website, newsletters, on school campuses, and installing it on mobile devices issued to students and by bookmarking its website on all computer devices issued to students.	Completed – September 2019

**St. Petersburg Collegiate High School
North Pinellas
Tarpon Springs Campus**



**Emergency
Management Plan**



School Emergency Plan Information

School Information

School Name	St. Petersburg Collegiate High School North Pinellas
Address/City/Zip	600 Klosterman Road/Tarpon Springs, FL/34689
Phone Number Main/Private	727-712-5891
Date of Plan	August 1, 2022

School Administrative Team Administrative Team

Name	Position	Work	Home or Cell
Ryan Halstead	Principal	(727) 398-8465	(727) 647-7299
Stephanie Pawlowicz	Teacher on Special Assignment	(727) 712-5792	(727) 642-1822
Kellye Rainwater	School Counselor	(727) 712-5777	(615) 838-5656

SPC Administrative Team Administrative Team

Name	Position	Work	Home or Cell
Rodrigo Davis	Provost	(727) 712-5720	(727) 492-4954
Damon Kuhn	Associate Provost	(727) 341-3602	(727) 278-4654

Staff Members

Name	Position	Number	Home or Cell
Annelies Williamson	Administrative Specialist	(727) 712-5891	(727) 253-6763
David Withers	Safe School Officer	(727) 410- 9859	(727) 410- 9859
Victor Dukes	SPC Security	(727) 712-5790	(727) 946-3144
Lee Brighton	Facilities Supervisor	(727) 712-5763	(727) 433-7331

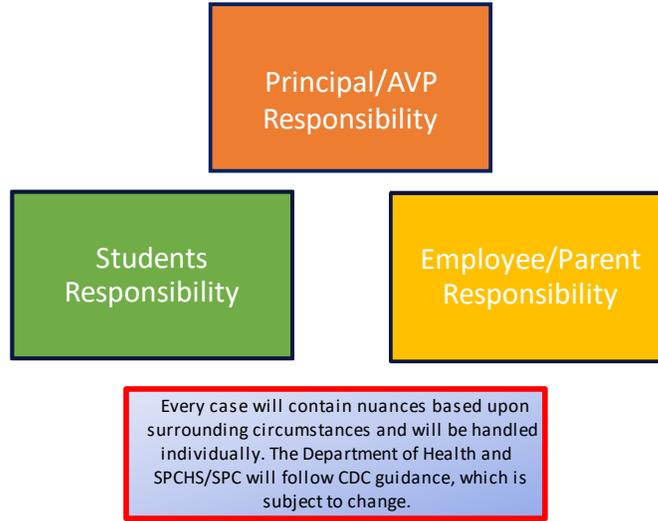
Certified Designee to Work with PCSO Child Abuse Investigator

Kellye Rainwater, School Counselor

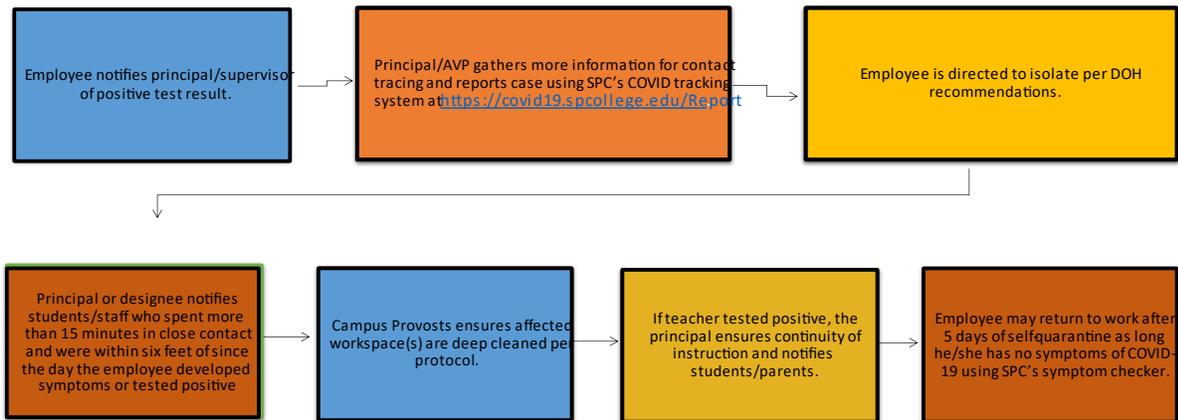
A copy of this plan can be found in the Main office and in each classroom at St. Petersburg Collegiate High School North Pinellas.



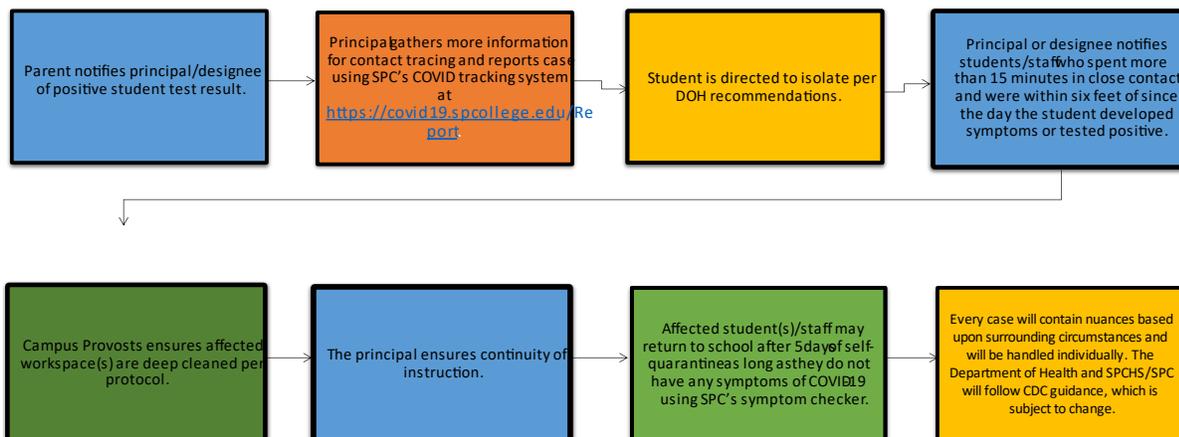
Collegiate STEM Positive COVID-19 Test Protocols



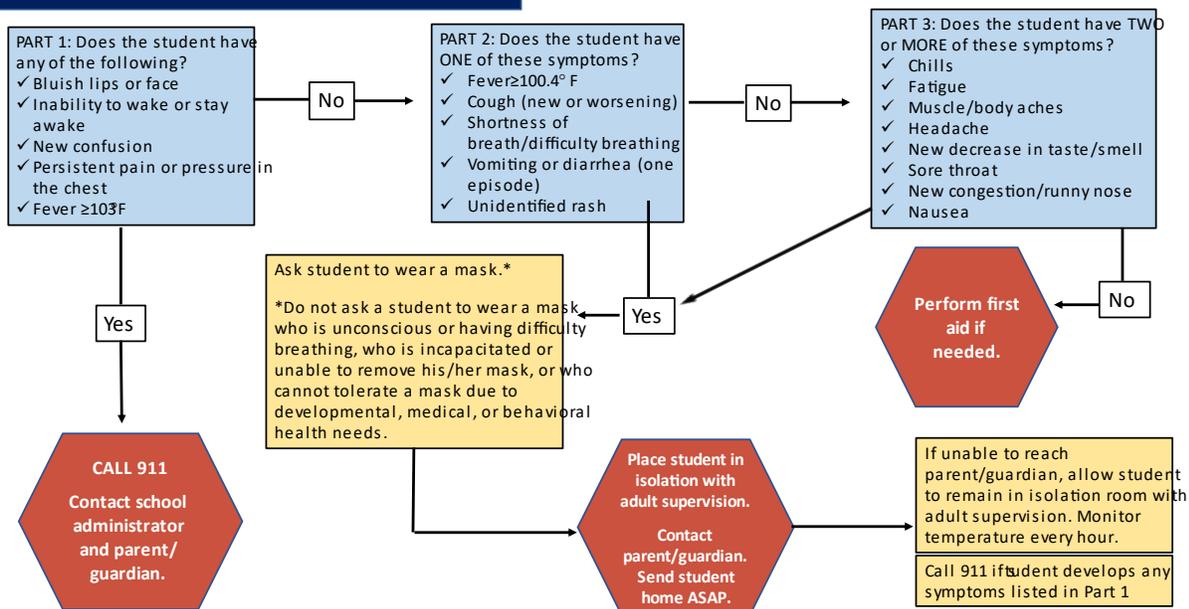
Positive Confirmed Case: SPCSHS Staff Member



Positive Confirmed Case: Parent Notification for Student



DOH-Pinellas Recommendations for Students with Symptoms



Emergency Team Assignments

In general, Incident Command System (ICS) Emergency Team roles should be a logical, reasonable parallel to day-to-day work assignments. Complete the form below to reflect your school Emergency Team assignments

Emergency team members / responsibilities

Emergency Coordinator:	Ryan Halstead- Principal
Parent/Family Liaison:	Annelies Williamson- Administrative Specialist
Security Liaison:	David Withers- Schol Safety Officer
Media Liaison:	SPC-Rita Farlow- Exec. Dir. Of Strategic Communications PCSB-Isabelle Maszarenas- Strategic Communications
Medical Liaison:	David Withers- School Safety Office
Counseling Liaison:	Kellye Rainwater- School Counselor

Staff Responsible for:

Gas, water, electric shut-off:	Lee Brighton- SPC Facilities- TS Campus
Fire Alarm:	Victor Dukes- SPC Security- TS Campus
Sprinklers:	Lee Brighton- SPC Facilities- TS Campus
Panic Button(s):	Victor Dukes- SPC Security- TS Campus

Go Box

The Go Box is filled with the equipment needed to provide immediate aid, procedure assistance and accurate accountability of students, staff and visitors.

Go box locations: BB 007

Staff responsible for updating and maintaining items in the box: Ryan Halstead- Principal/Annelies Williamson- Administrative Specialist

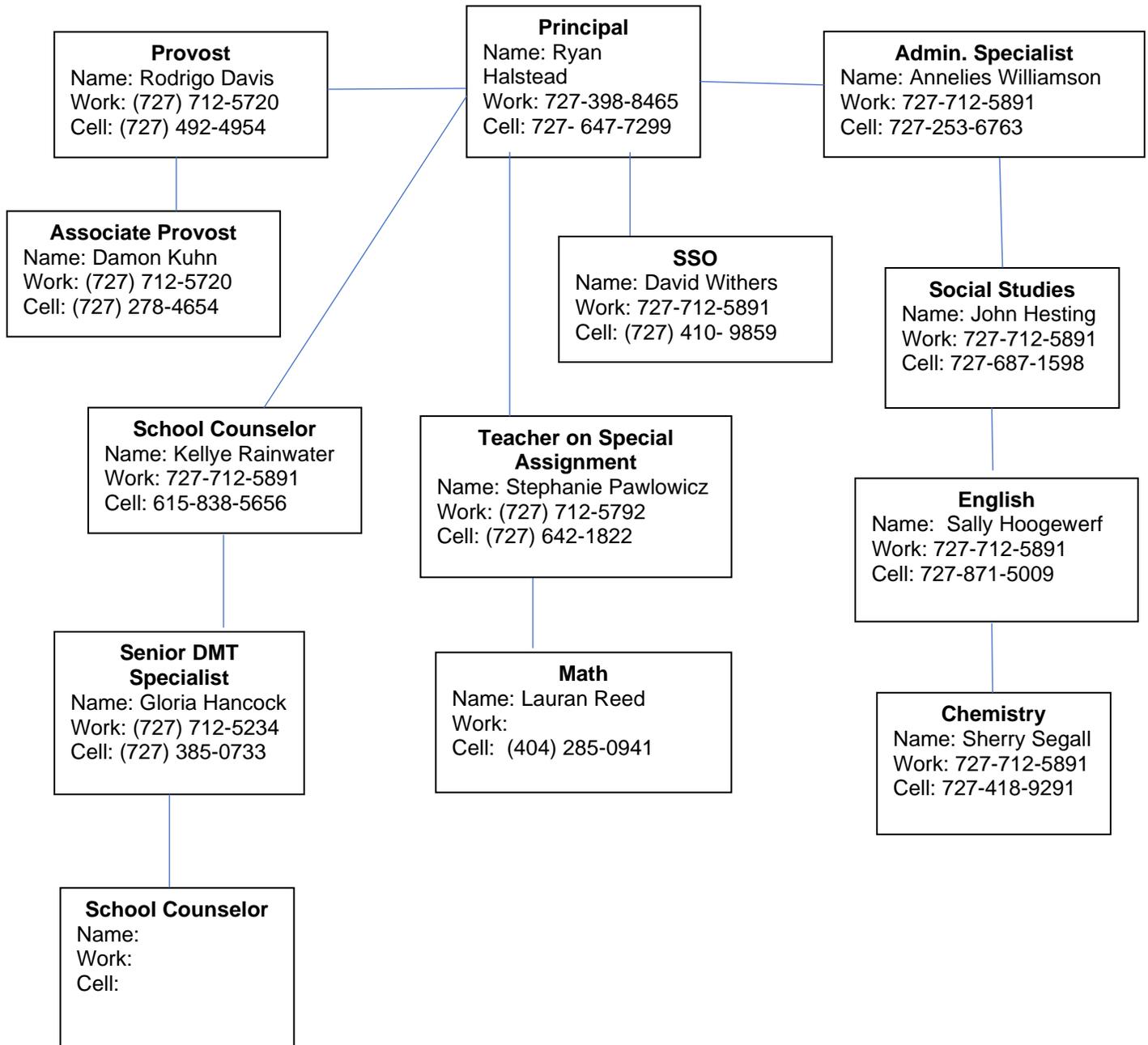
Staff responsible for taking box when indicated in plan: Ryan Halstead- Principal

Contents:

- An adequate first aid kit, with disinfectants
- Latex gloves
- Flashlight
- Bullhorn
- Floor plan of the school
- Copies of master list of students
- Paper, index cards, markers, pencils
- Tape
- Student roster, photos of students
- Student and staff health information; clinic cards; a list of students with medical needs,
- Emergency phone numbers
- List of staff trained in first aid and CPR
- District personnel directory
- Schedules of classes
- Batteries
- Towels
- Tissues
- Signs for areas to be set up, i.e., Parent Pick-Up Area, Media Area, Medical Area, Command Post, and Counseling Area
- Multiple blank copies of Medical Information Form
- Multiple blank pages of your school's student sign-in sheet
- Telephone directory
- Faculty and staff roster

Phone Tree

SPCHS will utilize a phone tree to notify all staff in the event of a crisis or emergency which occurs outside of school hours. Since the school will most likely have to deal with the event the next school day, it is important that the staff be aware and prepared prior to arriving at school. The phone tree will serve as a follow up to any School messenger communication that will go out.

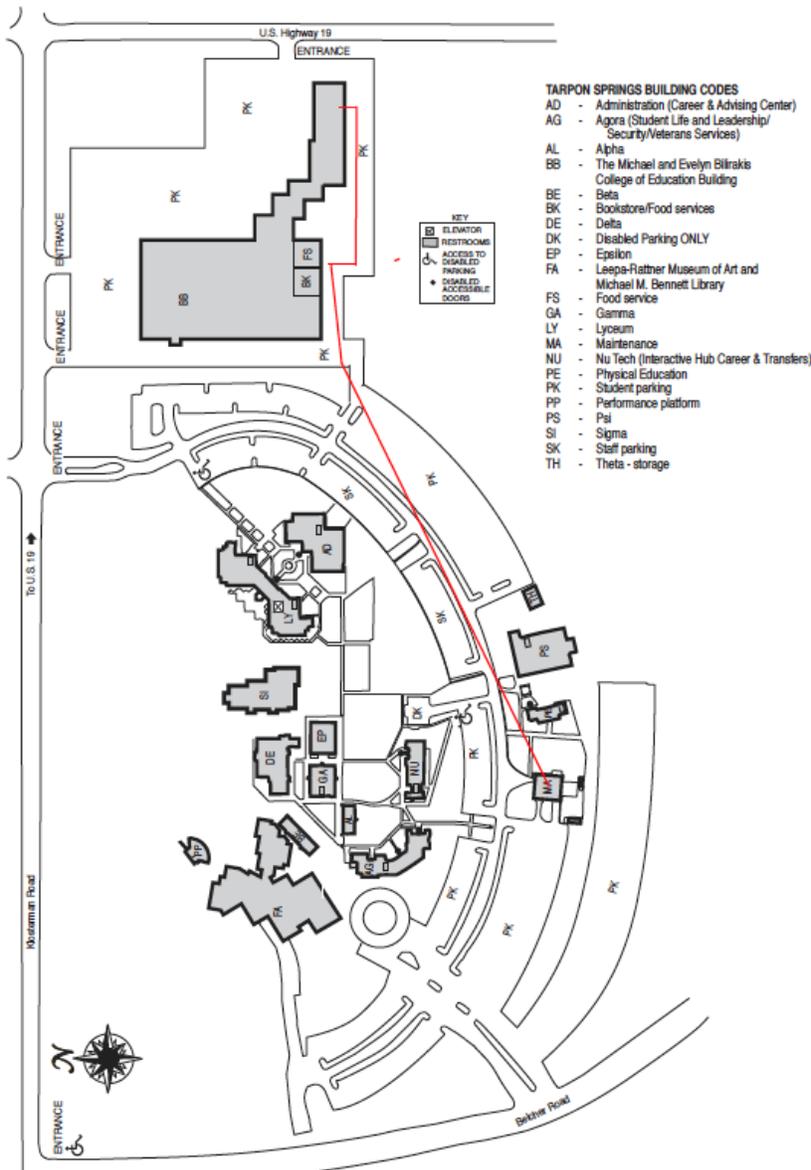


On-Campus Alternate Building Location: Walking Distance

During an incident, it may be necessary to move students to an Alternate Building Location rather than using the typical Outdoor Assembly Area.

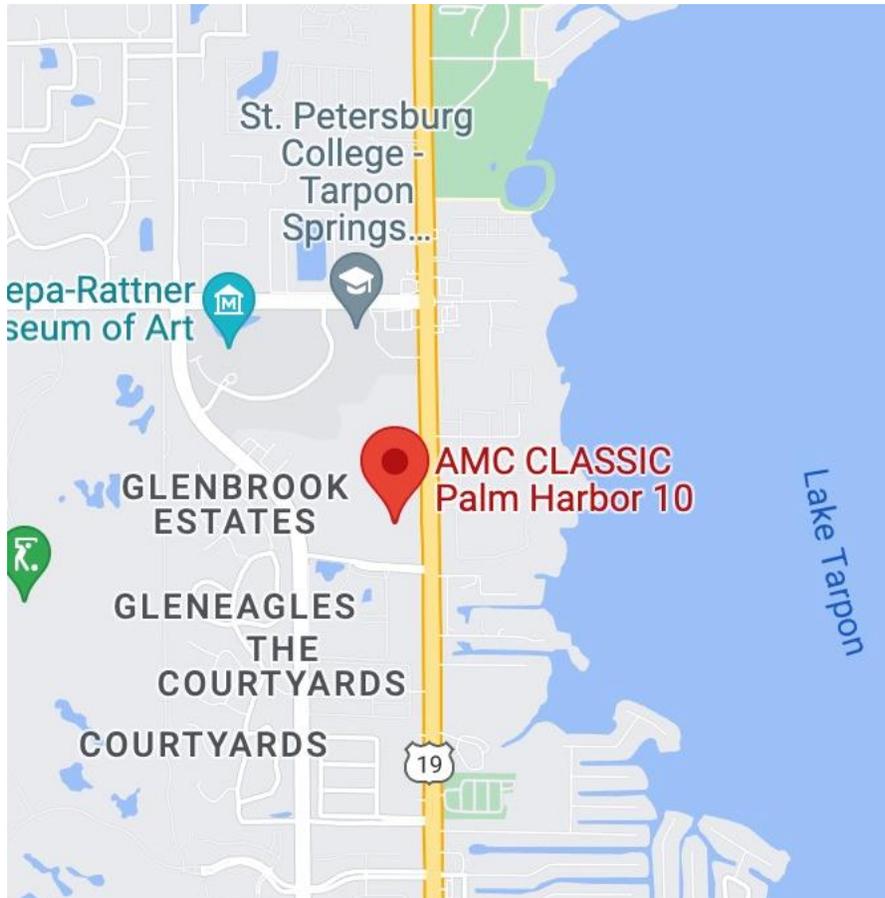
Alternate Building Location

Facilities Building
 South Side of Campus
 600 Klosterman Road
 Tarpon Springs, FL 33689



Off-Campus Alternate Building Location: Walking Distance

AMC Classic Palm Harbor 10
37912 US Hwy 19 N
Palm Harbor, FL 34684



Alternate Building Location: Requiring transportation

Alternate Building Location

St. Petersburg College Clearwater Campus
2465 Drew St, Clearwater, FL 33765
Clearwater, FL 33765

Students will be evacuated to the Arts Auditorium on the Clearwater Campus and SPCHSNP will utilize the St. Petersburg College busses to evacuate the students to the Clearwater Campus.

Assembly Area (Outdoors, for Standard Evacuation)

If an emergency requires the set-up of an assembly area with a command post, assembly area, first area, heliport landing area, or other areas for specific purposes, the campus provost for St. Petersburg College will designate those areas according to the Tarpon Springs Campus emergency management plan.

St. Petersburg Collegiate High School North Pinellas Reunification Plan

Reunification of Parents and Students

Once students and staff are safe and law enforcement/first responders allow SPCHS to reunite students with parents/guardians, SPCHS will follow the plan below.

Communication Plan for Parents and Guardians

SPCHSNP will communicate with parents and guardians via the School Messenger system that sends out mass phone calls and emails to parents. In addition, SPCHSNP will send out text messages via remind. SPCHSNP will utilize the message below:

Hello SPCHS Families,

This is Mr. Halstead with an important message from St. Petersburg Collegiate High School. Today is It is am/pm. The emergency situation on campus is over. Please listen carefully to these student-release instructions. Parents, please go to the (REUNIFICATION SITE) located at (ADDRESS) to pick up your child. Do not come to the school.

All students will be taken to the (REUNIFICATION SITE) located and released to parents and guardians there. Bring your photo identification with you to the (REUNIFICATION SITE)

School staff will check your ID against a list of individuals approved to sign out each student. This is for the safety of your child.

Thank you for your patience as we work to reunite you with your child.

Reunification Site Areas/Personnel

1. Parent Check-in Area
 - Lead: Ryan Halstead- Principal
 - Staff: Annelies Williamson- Admin. Specialist and Gloria Hancock- DMT
 - Runners to Retrieve Students: John Hesting- History and Lauran Reed- Math

2. Family Waiting Area
 - Lead: Stephanie Pawlowicz- Assistant Principal (Teacher on Special Assignment)
 - Staff: Sally Hoogewerf- English

3. Student Supervision Area
 - Lead: Kellye Rainwater- School Counselor
 - Staff: Sherry Segall- Chemistry

Parent Check-In/Reunification Procedures

Step 1: SPCHSNP will use the Student Emergency Contact List in the SPCHSNP Go Box to determine eligibility to pick up a student.

Step 2: Staff will verify the person requesting to pick up the student is on the list by checking their ID against the list

Step 3: Parent guardian will sign next to the student's name on the Emergency Contact List

Step 4: Once verified, parents will be escorted by a staff runner to the Family Waiting Area.

Step 5: The staff runner will retrieve the student from the Student Supervision Area and take them to the Family Waiting Area.

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Active Assailant Response Protocols

SPCHS faculty, staff, and students will receive training on the following procedures that will provide the safest environment for students and staff upon activation of the school's active assailant response protocols.

Important Note: Any and all school personnel may directly activate the school's active assailant response procedures through the school's intercom system without consultation with anyone else.

Run

- Have an escape route and plan in mind
- Students should leave their belongings behind
- Teachers need to take their Red Emergency Binder
- Everyone should keep hands visible

Hide

- Cover the door's window and shut all blinds
- Hide in an area out of the shooter's view in the classroom's "hard corner"
- Block entry to your hiding place and ensure the doors are locked
- Silence all cell phones

Fight

- As a last resort and only when your life is in imminent danger
- Attempt to incapacitate the shooter
- Act with physical aggression and throw items at the active shooter

School Threat Assessment Team

Member Name	Position (fill in blank positions)	Dates Participated in Training
Ryan Halstead	Principal	August 4, 2022
Kellye Rainwater	Guidance Counselor	August 4, 2022
Stephanie Pawlowicz	Teacher on Special Assignment	August 4, 2022
Lenny Stacey	Social Worker	
Kristofer Kraul	School Psychologist	
Victor Dukes	Senior Security Officer -TS	
David Withers	School Safety Officer - TS	
Sean Gilroy	Deputy - Pinellas County Sheriff's Office	August 4, 2022

Power/Internet Outage

Verify all network and phone equipment as well as radio repeaters have UPS power connected. This will ensure 15 minutes of continuous paging, intercom and phone use in the event of power loss. Schools need to establish a communication plan using alternate means such as cell phones, bull horns, radios, etc. in case of extended power loss.

For Power Outage

- Principal will notify the Facilities Supervisor and School Safety Officer
 - Facilities Supervisor: Lee Brighton—(727) 341-3247
 - School Safety Officer: David Withers—(727) 410- 9859
- Staff Members will use the intercom and cell phones for communications.
- Principal and School Safety Officer will ensure that Fire alarms are functional. If fire alarms are not functional, the principal will designate staff members for a modified fire watch.
- Principal will treat the outage as a lock out situation for doors only
- Visitors will not be allowed into the SPCHS portion of the Bilirakis Building.

For Internet Outage

- Principal will notify the Technology Resources Supervisor and School Safety Officer
 - Technology Resource Specialist: Dale Boyd—(727) 712-5248
 - School Safety Officer: David Withers—(727) 410- 9859
- Staff Members will the intercom system for communication.

Best Practices Following a Critical Incident

The purpose of a crisis response team is to help the school return to normal function as quickly as possible.

- If the event occurs during school hours, notify staff through email. Announce “please check your email” over the intercom system.
- If the event occurs during non-school hours, notify staff through the phone tree.
- Conduct a stand up meeting before school to dispel rumors and update staff.
- Notify families through School Messenger or a letter home.
- If able, all teachers should work with their students in the classroom concerning the incident.
- Teachers may request assistance from the crisis response team members if needed.
- Students who need further assistance should report to the designated counseling area.
- Student Services policy strongly recommends that students return to class after one class period. If student is unable to return to class, parents should be notified.
- A separate counseling area should be available for staff affected by the incident. Crisis response team members will be available to assist them.
- If appropriate, a stand up meeting at the end of the day may be held to review events and determine future needs.

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- Staff at the Collegiate High Schools are certified in CPR and receive First Aid Training every three years.

Language

- Marth Alvarez speaks French and Spanish

Additional Resources

- In the event of an Emergency, St. Petersburg Collegiate High School will coordinate with St. Petersburg College to offer services to students with disabilities, mental health services, and language services.

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Students/Staff Needing Special Assistance

Instructions: Teachers are to fill in the name of any student/staff in their class who will require special assistance in the event of an emergency (*considering a variety of emergency conditions which may alter needs, such as severe weather, evacuation needs, hazardous materials, etc.*)

Person Needing Assistance	Assistance Needed	Person who will Assist

Staff Buddy

Your name should only appear once on this list

My Name is:	My Room	My Buddy is:	Buddy's Room
Sherry Segall	BB 003	Sally Hoogewerf	BB 004
John Hesting	BB 005	Lauran Reed	BB 006
Gloria Hancock	BB 009	Kellye Rainwater	BB 020H
New Counselor	BB 020I	Stephanie Pawlowicz	BB 020F
Ryan Halstead	BB 020J	Annelies Williamson	BB 007

Staff Buddy is:



Student Accounting Form

Teacher Date: Time:

Class Period Room #

Who is your staff buddy?

Can you account for your teacher buddy? Yes/no – if no, last known location

of Students enrolled per register

of Students not in class today

of Students present

of Students not accounted for

Students or classroom volunteers elsewhere (library, office, nurse, etc.)			
Name	Location	Time student left classroom	Current location

Prepared by:

Send to Attendance Post via student runner.

MISSING/UNACCOUNTED STUDENTS		
NAME	LAST KNOWN LOCATION	TIME LAST SEEN

If all students are present and accounted for, please place an "X" through the above table.

Additional Comments (report fire, gas/water leaks, blocked exits, structural damage, etc.

IC notified of missing person(s): _____

Secure Facilities

Requirement	Comment
Establish a schedule to test emergency communication systems in each school and determine if adequate signal strength is available in all areas of a school's campus.	Implemented Monthly with Pinellas County Sheriff's Office
Conduct school security risk assessments with law enforcement on every campus and report the findings to the school board and Office of Safe Schools.	Completed – June 2022 (Annual FSSAT assessment)
Coordinate with the appropriate public-safety agencies, a campus tour every three years for first responders.	Completed – June 2022 (Annual FSSAT assessment)
Requires each school and each school district to conduct comprehensive security assessments of each campus by use of the FSSAT and report the results of those assessments to the local school board and the Office of Safe Schools.	Completed – June 2022 (Annual FSSAT assessment)
Requires school safety specialist to collaborate with law enforcement and conduct annual school security risk assessments at each school by October 1.	Completed – June 2022 (Annual FSSAT assessment)
Each school shall have a communication system which any staff member may activate the school's active threat response procedures. The communication system must notify all persons on campus to react to the active threat.	Completed – August 2019
All schools shall have procedures in place that will provide the safest environment for all students and staff upon activation of the school's active threat procedures.	Completed – August 2022
Each classroom door with a window should have an opaque covering for the window readily available.	Completed – August 2019
Each classroom should have a clearly identifiable hard corner or safe corner marked.	Completed – September 2019
Teachers should be required to keep the hard corner free of immovable objects and set up their classroom so as to not impede access to the hard corner or safest area in the classroom.	Implemented Daily

Daily Practices

Requirement	Comments
Establish an armed presence at each school via the deployment of an SRO, law enforcement officer, or school guardian.	Completed – August 2022
Specifies that the safe school officer requirement extends to charter schools and requires school boards to collaborate with charter school governing boards to facilitate charter school access to all safe school officer options.	Implemented Daily
Defines that each school must have an SSO present on each campus while school is in session.	Implemented Daily
All gates must remain closed and locked unless open for active ingress or egress.	Implemented Daily
All doors to buildings must remain closed and locked unless open for active ingress or egress.	Implemented Daily
When opened for active ingress or egress, every gate and door should be staffed and never left open and unattended.	Implemented Daily
Each classroom door should remain closed and locked during instruction.	Implemented Daily

Planning and Preparation Source

Requirement	Comment
SESIR reports to the DOE and the final update/amendments by completed by the deadline.	Will be completed following the 2022-2023 school year.
Schools and school districts must comply with the Office of Safe Schools directives and requests for information.	Implemented daily and upon request from Pinellas County Schools
Requires active shooter drills in all K-12 schools, conducted by law enforcement, at least as often as other emergency drills. Also requires emergency plans to identify individuals responsible for contacting the appropriate primary emergency response agency.	Implemented Monthly with Pinellas County Sheriff's Office
Requires charter schools to comply with all aspects of the law.	Implemented Daily
Requires active threat drills to be developmentally and age appropriate.	Implemented Monthly with Pinellas County Sheriff's Office
Requires school boards and charter school governing boards to adopt an active assailant response plan.	Completed – August 2022
Requires each superintendent and charter school principal to verify by October 1, 2019, and annually thereafter, that all school personnel have received annual training on the procedures in the active assailant plan.	Completed – July 2022 (Training provided by Pinellas County Sheriff)
Requires school principals to notify all school personnel of their responsibilities to report any incident that poses a threat to school safety to the principal or their designee and that the disposition of each such incident is properly documented.	Completed – July 2022 (Training provided by Pinellas County Sheriff)
Requires each school district to report to the DOE by October 1 of each year that all schools in the district have completed the FSSAT.	Completed – Oct. 2021
Requires active threat (shooter) drills each month.	Implemented Monthly with Pinellas County Sheriff's Office
Schools districts must have written active assailant response procedures including school specific responses to an active threat.	Completed – August 2022
Written procedures must provide guidance to staff on how to initiate an active threat response.	Completed – August 2022
Written procedures must be physically distributed to every employee.	Completed – August 2022
Written procedures must clearly establish that any and all employees may directly initiate the school's active threat procedures without consultation with anyone else.	Completed – August 2022

Positive School Climate Source

Requirement	Comment
Allows authorized members of the threat assessment team to obtain certain criminal history information.	Implemented during PCS Schools/SPC Threat Assessment Procedure
Requires the school threat assessment team to verify behavioral health intervention services remain intact for a student who transfers to a different school until the receiving school’s threat assessment team determines the need for intervention services.	Implemented during PCS Schools/SPC Threat Assessment Procedure
Requires each school threat assessment team to use the statewide threat assessment database developed by the OSS.	Implemented during PCS Schools/SPC Threat Assessment Procedure
Each school shall have a behavioral threat assessment team which shall meet regularly and be proactive, not merely reactive, and shall consider behavior indicators. (Dir) The team shall be made up of at least a person with expertise in the following areas: counseling, instruction, school administration, and law enforcement. (1006.07(7)(a))	Implemented during PCS Schools/SPC Threat Assessment Procedure
Requires the transfer of student records from school to school to occur within 3 school days.	Procedure will be implemented when a student transfers to another school
Requires student records to include verified reports of serious or recurrent behavior patterns, including threat assessment evaluations and intervention services, psychological evaluations, and therapeutic treatment plans or progress notes created or maintained by district staff.	Procedure will be implemented when a student transfers to another school
Requires a student to disclose at initial registration for school any school district referral for mental health services associated with school expulsion, arrest resulting in a charge, or juvenile justice action.	Implemented during registration at SPCHS-spring through summer
Requires each student at the time of initial registration to note previous school expulsions, arrests resulting in a charge, juvenile justice actions, and referrals to mental health services the student has had.	Implemented during registration at SPCHS-spring through summer
Requires districts to promote the use of the mobile suspicious activity reporting tool (FortifyFL) by advertising it on the district website, newsletters, on school campuses, and installing it on mobile devices issued to students and by bookmarking its website on all computer devices issued to students.	Completed – September 2019

**St. Petersburg Collegiate STEM High School
Downtown Campus**



**Emergency
Management Plan**



School Emergency Plan Information

School Information

School Name	St. Petersburg Collegiate STEM High School
Address/City/Zip	244 2 nd Ave. North St. Petersburg, FL 33701
Phone Number Main/Private	(727) 341-4368
Date of Plan	July 25, 2022

Administrative Team

Name	Position	Work	Home or Cell
Raquel Hairston	Principal	(727) 341-4368	(727) 366-9805
Dr. Carver	Provost	(727) 341-3666	(727) 366-9011
Brooke Janik	Associate Provost	(727) 341-4248	(727) 282-8115

Staff Members

Name	Position	Number	Home or Cell
Brenn Stevens	Safe School Officer		239-287-2271
Bill Strehl	Facilities Supervisor	(727) 341-7909	727 639-0663
Barry Wireman	SPC Security	(727) 631-1709	(727) 946-3144
TBD	Guidance Counselor		
TBD	Administrative Specialist		

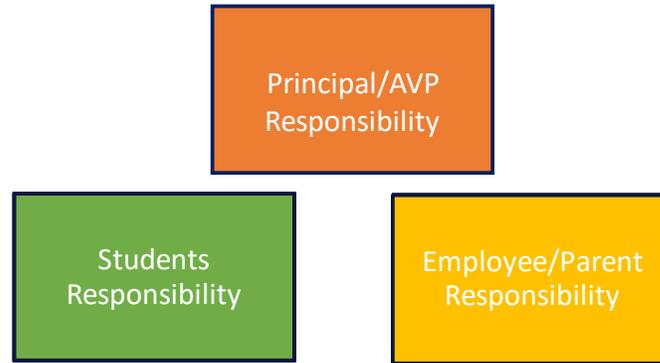
Certified Designee to Work with PCSO Child Abuse Investigator

LaDawn Bell until new Guidance Counselor is hired.

A copy of this plan can be found in the Main office and in each classroom at St. Petersburg Collegiate STEM High School.

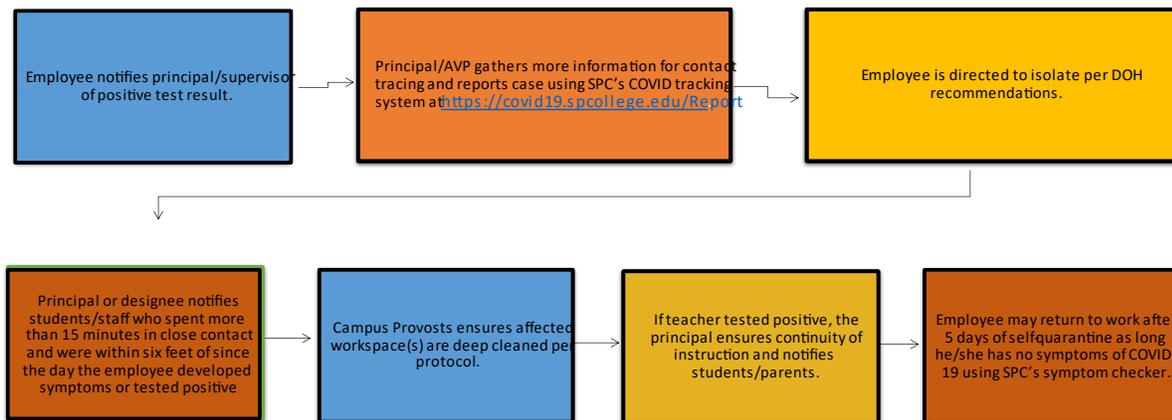


Collegiate STEM Positive COVID-19 Test Protocols

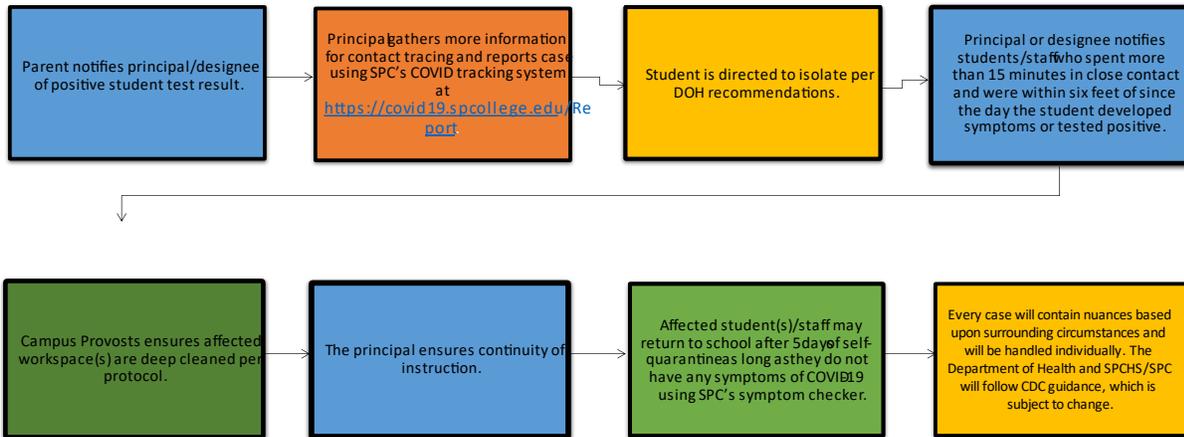


Every case will contain nuances based upon surrounding circumstances and will be handled individually. The Department of Health and SPCHS/SPC will follow CDC guidance, which is subject to change.

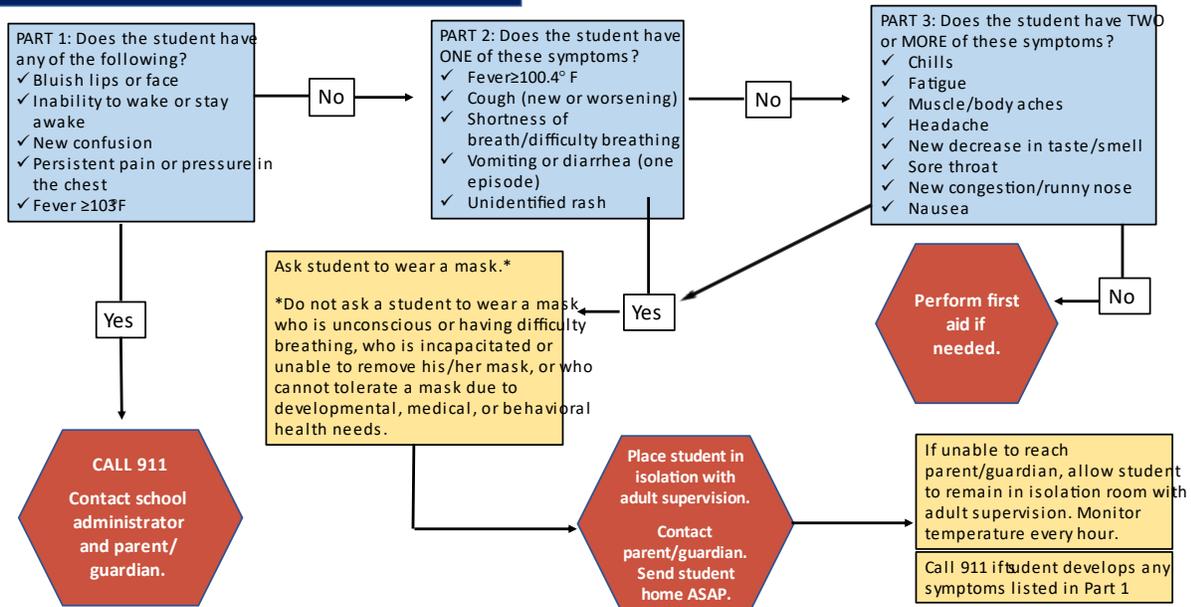
Positive Confirmed Case: SPCSHS Staff Member



Positive Confirmed Case: Parent Notification for Student



DOH-Pinellas Recommendations for Students with Symptoms



Emergency Team Assignments

In general, Incident Command System (ICS) Emergency Team roles should be a logical, reasonable parallel to day-to-day work assignments. Complete the form below to reflect your school Emergency Team assignments

Emergency team members / responsibilities

Emergency Coordinator:	Raquel Hairston, Principal
Parent/Family Liaison:	Brook Janik, Associate Provost
Security Liaison:	Brenda Stevens
Media Liaison:	SPC-Rita Farlow PCSB-Isabelle Maszarenas
Medical Liaison:	Brenda Stevens
Counseling Liaison:	LaDawn Bell until new counselor is hired
Information Officer:	Dr. Carver, Provost

Staff Responsible for:

Gas, water, electric shut-off:	Bill Strehl, Facilities
Fire Alarm:	Brenda Stevens
Sprinklers:	Bill Strehl, Facilities
Panic Button(s):	Brenda Stevens

Go Box

The Go Box is filled with the equipment needed to provide immediate aid, procedure assistance and accurate accountability of students, staff and visitors.

Go box locations: DT319

Staff responsible for updating / maintaining items in the box: Raquel Hairston, Principal

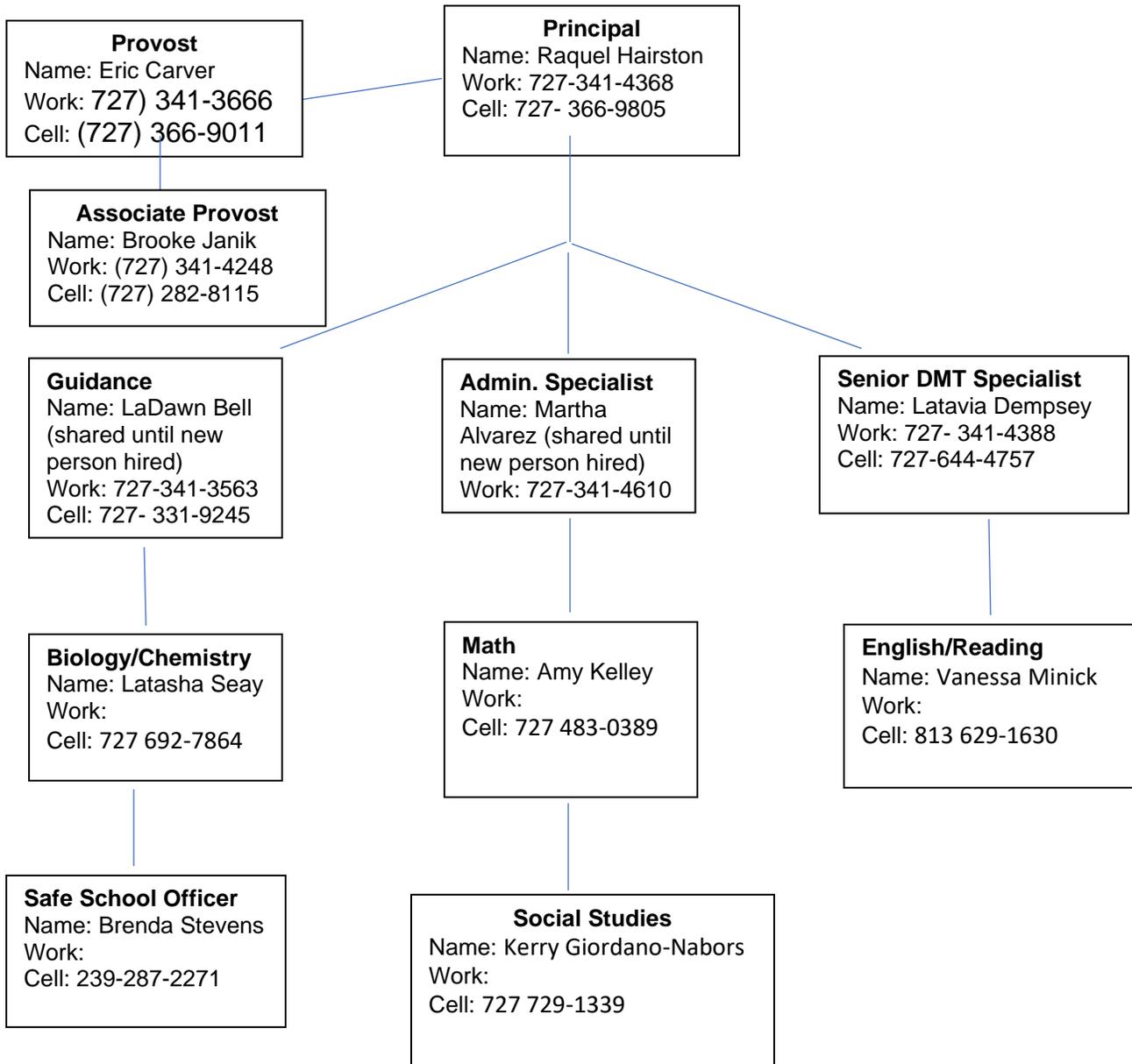
Staff responsible for taking box when indicated in plan: Raquel Hairston, Principal

Contents:

- An adequate first aid kit, with disinfectants
- Latex gloves
- Flashlight
- Bullhorn
- Floor plan of the school
- Copies of master list of students updated weekly
- Paper, index cards, markers, pencils
- Name tags
- Tape
- Caution tape
- Student roster, photos of students
- Student and staff health information; clinic cards; a list of students with medical needs,
- Bus rosters and routes
- Emergency phone numbers
- List of staff trained in first aid and CPR
- District personnel directory
- Schedules of classes
- Batteries
- Towels
- Tissues
- Signs for areas to be set up, i.e., Parent Pick-Up Area, Media Area, Medical Area, Command Post, and Counseling Area
- Multiple blank copies of Medical Information Form
- Multiple blank pages of your school's student sign-in sheet
- Telephone directory
- Faculty and staff roster
- Street map
- Videotape of inside and outside of building and grounds
- Radio with batteries
- Chemical inventory
- Set of master keys

Phone Tree

Along with Connect a phone tree will be used to notify all staff in the event of a crisis or emergency which occurs after school hours. Since the school will most likely have to deal with the event the next school day, it is important that the staff be aware and prepared prior to arriving at school. The phone tree will serve as a follow up to any School messenger communication that will go out.

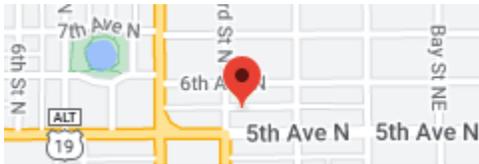


On Campus Alternate Building Location: Walking Distance

During an incident, it may be necessary to move students to an Alternate Building Location rather than using the typical Outdoor Assembly Area.

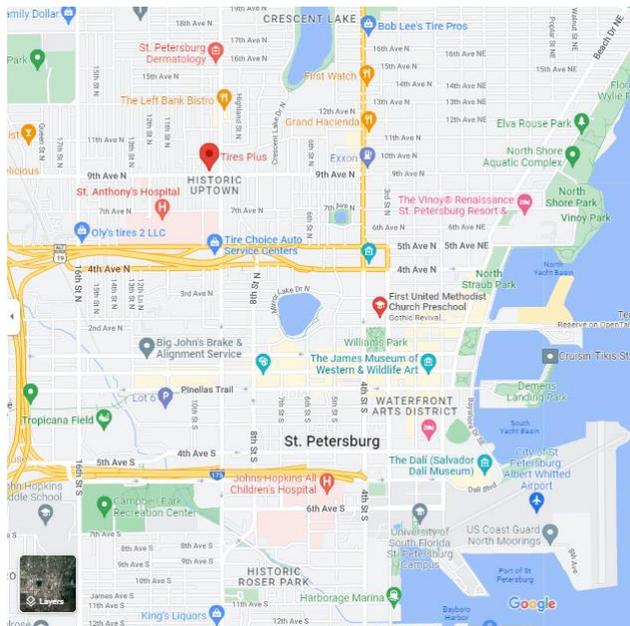
Alternate Building Location

The Palladium | 253 Fifth Ave. N, St. Petersburg, FL



Secondary Location

First Methodist Church
212 3rd St N, St. Petersburg, FL 33701



Alternate Building Location: Requiring transportation

Alternate Building Location

St. Petersburg College Midtown Campus
1300 22nd Street South,
St. Petersburg, FL 33712

Students will be evacuated to St. Petersburg College's Midtown Campus. SPCHS will utilize the St. Petersburg College busses to evacuate the students to the Midtown Campus.

Assembly Area (Outdoors, for Standard Evacuation)

If an emergency requires the set-up of an assembly area with a command post, assembly area, first area, heliport landing area, or other areas for specific purposes, the campus provost for St. Petersburg College will designate those areas according to the Downtown Campus emergency management plan

St. Petersburg Collegiate STEM High School Reunification Plan

Reunification of Parents and Students

Once students and staff are safe and law enforcement/first responders allow SPCHS to reunite students with parents/guardians, SPCHS will follow the plan below.

Communication Plan for Parents and Guardians

SPCSHS will communicate with parents and guardians via the School Messenger system that sends out mass phone calls and emails to parents. In addition, SPCSHS will send out text messages via remind. SPCSHS will utilize the message below:

Hello SPCSHS Families,

This is Mrs. Hairston with an important message from St. Petersburg Collegiate High School. Today is It is am/pm. The emergency situation on campus is over. Please listen carefully to these student-release instructions. Parents, please go to the (REUNIFICATION SITE) located at (ADDRESS) to pick up your child. Do not come to the school.

All students will be taken to the (REUNIFICATION SITE) located and released to parents and guardians there. Bring your photo identification with you to the (REUNIFICATION SITE)

School staff will check your ID against a list of individuals approved to sign out each student. This is for the safety of your child.

Thank you for your patience as we work to reunite you with your child.

Reunification Site Areas/Personnel

1. Parent Check-in Area
 - Lead: Raquel Hairston, Principal
 - Staff: Provost Office Staff
 - Runner to Retrieve Students: Latasha Seay, SPCSHS Instructor

2. Family Waiting Area
 - Lead: Amy Kelley, SPCSHS Instructor

3. Student Supervision Area
 - Lead: Vanessa Minick, SPCSHS Instructor
 - Staff: Kerry Giordano-Nabors, SPCSHS Instructor

Parent Check-In/Reunification Procedures

Step 1: SPCSHS will use the Student Emergency Contact List in the SPCSHS Go Box to determine eligibility to pick up a student.

Step 2: Staff will verify the person requesting to pick up the student is on the list by checking their ID against the list

Step 3: Parent guardian will sign next to the student's name on the Emergency Contact List

Step 4: Once verified, parents will be escorted by a staff runner to the Family Waiting Area.

Step 5: The staff runner will retrieve the student from the Student Supervision Area and take them to the Family Waiting Area.

Active Assailant

Active Assailant Response Protocols

SPCSHS faculty, staff, and students will receive training on the following procedures that will provide the safest environment for students and staff upon activation of the school's active assailant response protocols.

Important Note: Any and all school personnel may directly activate the school's active assailant response procedures through the school's intercom system without consultation with anyone else.

Run

- Have an escape route and plan in mind
- Students should leave their belongings behind
- Teachers need to take their Red Emergency Binder
- Everyone should keep hands visible

Hide

- Cover the door's window and shut all blinds
- Hide in an area out of the shooter's view in the classroom's "hard corner"
- Block entry to your hiding place and ensure the doors are locked
- Silence all cell phones

Fight

- As a last resort and only when your life is in imminent danger
- Attempt to incapacitate the shooter
- Act with physical aggression and throw items at the active shooter

School Threat Assessment Team

Member Name	Position (fill in blank positions)	Dates Participated in Training
Raquel Hairston	Principal	August 3, 2022
Robert "Bo" Bauman	Dep - Pinellas County Sheriff's Office	August 3, 2022
Brenn Stevenson	School Safety Officer	August 3, 2022
LaDawn Bell <i>(Until new counselor is hired)</i>	Student Services-Guidance	August 3, 2022
Yulonder Betts	Student Services-Academic Advisor	TBD
Amy Bluett	Social Worker	
Yvonne Sullivan	School Psychologist	

Power/Internet Outage

Verify all network and phone equipment as well as radio repeaters have UPS power connected. This will ensure 15 minutes of continuous paging, intercom and phone use in the event of power loss. Schools need to establish a communication plan using alternate means such as cell phones, bull horns, radios, etc. in case of extended power loss.

For Power Outage

- Principal will notify the Facilities Supervisor and School Safety Officer
 - Facilities Supervisor: Bill Strehl— (727) 639-0663
 - School Safety Officer: Brenn Stevenson— (239)-287-2271
- Staff Members will use radios for communications.
- Principal and School Safety Officer will ensure that Fire alarms are functional. If fire alarms are not functional, the principal will designate staff members for a modified fire watch.
- Principal will treat the outage as a lock out situation for doors only
- Visitors will not be allowed into the 2nd floor of the SS building.

For Internet Outage

- Principal will notify the Technology Resources Supervisor and School Safety Officer
 - Technical Support Supervisor: Sue Sohn— (727) 639-0663
 - School Safety Officer: Brenn Stevenson— (239)-287-2271
- Staff Members will use radios for communications.

Best Practices Following a Critical Incident

The purpose of a crisis response team is to help the school return to normal function as quickly as possible.

- If the event occurs during school hours, notify staff through email. Announce “please check your email” over the intercom system.
- If the event occurs during non-school hours, notify staff through Connect Ed/School Messenger and/or the phone tree.
- Conduct a stand up meeting before school to dispel rumors and update staff.
- Notify families through Connect Ed/School Messenger or a letter home.
- If able, all teachers should work with their students in the classroom concerning the incident.
- Teachers may request assistance from the crisis response team members if needed.
- Students who need further assistance should report to the designated counseling area.
- Student Services policy strongly recommends that students return to class after one class period. If student is unable to return to class, parents should be notified.
- A separate counseling area should be available for staff affected by the incident. Crisis Response Team members will be available to assist them.
- If appropriate, a stand up meeting at the end of the day may be held to review events and determine future needs.

Staff Skills Inventory

As part of the development of our Emergency Management Plan, St. Petersburg Collegiate High Schools has identified SPCHS/SPC staff members with special training or expertise:

Mental Health Counseling

- LaDawn Bell – SPCHS St. Pete/Gibbs Campus
- Kellye Rainwater – SPCHS Tarpon Springs Campus

Experience with Disabilities

- Daniel Walch – SPCHS St. Pete/Gibbs Campus

CPR/First Aid

- Staff at the Collegiate High Schools are certified in CPR and receive First Aid Training every three years.

Language

- Marth Alvarez speaks French and Spanish

Additional Resources

- In the event of an Emergency, St. Petersburg Collegiate High School will coordinate with St. Petersburg College to offer services to students with disabilities, mental health services, and language services.

Teacher/Staff Survey:

Students/Staff Needing Special Assistance

Instructions: Teachers are to fill in the name of any student/staff in their class who will require special assistance in the event of an emergency (*considering a variety of emergency conditions which may alter needs, such as severe weather, evacuation needs, hazardous materials, etc.*)

Person Needing Assistance	Assistance Needed	Person who will Assist

Staff Buddy

Your name should only appear once on this list

My Name is:	My Room	My Buddy is:	Buddy's Room
Latasha Seay	DT 358	Amy Kelley	DT 356
Kerry Giordano	DT 317	Vanessa Minick	DT 316
Secretary	DT 319	DMT	DT 319
Raquel Giles	DT 455	Brenn Stevenson	DT 319

Staff Buddy is:



Student Accounting Form

Teacher _____ Date: _____ Time: _____

Class _____ Period ____ Room # _____

Who is your staff buddy? _____

Can you account for your teacher buddy? Yes/no – if no, last known location

of Students enrolled per register _____

of Students not in class today _____

of Students present _____

of Students not accounted for _____

Students or classroom volunteers elsewhere (library, office, nurse, etc.)			
Name	Location	Time student left classroom	Current location

Prepared by: _____

Send to Attendance Post via student runner.

MISSING/UNACCOUNTED STUDENTS		
NAME	LAST KNOWN LOCATION	TIME LAST SEEN

If all students are present and accounted for, please place an "X" through the above table.

Additional Comments (report fire, gas/water leaks, blocked exits, structural damage, etc.

IC notified of missing person(s): _____

Secure Facilities

Requirement	Comment
Establish a schedule to test emergency communication systems in each school and determine if adequate signal strength is available in all areas of a school's campus.	To be completed August 2022
Conduct school security risk assessments with law enforcement on every campus and report the findings to the school board and Office of Safe Schools.	To be completed August 2022
Coordinate with the appropriate public-safety agencies, a campus tour every three years for first responders.	To be completed August 2022
Requires each school and each school district to conduct comprehensive security assessments of each campus by use of the FSSAT and report the results of those assessments to the local school board and the Office of Safe Schools.	To be completed August 2022
Requires school safety specialist to collaborate with law enforcement and conduct annual school security risk assessments at each school by October 1.	To be completed August 2022
Each school shall have a communication system which any staff member may activate the school's active threat response procedures. The communication system must notify all persons on campus to react to the active threat.	To be completed August 2022
All schools shall have procedures in place that will provide the safest environment for all students and staff upon activation of the school's active threat procedures.	To be completed August 2022
Each classroom door with a window should have an opaque covering for the window readily available.	To be completed August 2022
Each classroom should have a clearly identifiable hard corner or safe corner marked.	To be completed August 2022
Teachers should be required to keep the hard corner free of immovable objects and set up their classroom so as to not impede access to the hard corner or safest area in the classroom.	To be completed August 2022

Daily Practices

Requirement	Comments
Establish an armed presence at each school via the deployment of an SRO, law enforcement officer, or school guardian.	Completed – July 2022
Specifies that the safe school officer requirement extends to charter schools and requires school boards to collaborate with charter school governing boards to facilitate charter school access to all safe school officer options.	Implemented Daily
Defines that each school must have an SSO present on each campus while school is in session.	Implemented Daily
All gates must remain closed and locked unless open for active ingress or egress.	Not applicable
All doors to buildings must remain closed and locked unless open for active ingress or egress.	Implemented Daily
When opened for active ingress or egress, every gate and door should be staffed and never left open and unattended.	Implemented Daily
Each classroom door should remain closed and locked during instruction.	Implemented Daily

Planning and Preparation Source

Requirement	Comment
SESIR reports to the DOE and the final update/amendments by completed by the deadline.	Will be completed following the 2022-2023 school year.
Schools and school districts must comply with the Office of Safe Schools directives and requests for information.	Implemented daily and upon request from Pinellas County Schools
Requires active shooter drills in all K-12 schools, conducted by law enforcement, at least as often as other emergency drills. Also requires emergency plans to identify individuals responsible for contacting the appropriate primary emergency response agency.	Implemented Monthly with Pinellas County Sheriff's Office
Requires charter schools to comply with all aspects of the law.	Implemented Daily
Requires active threat drills to be developmentally and age appropriate.	Implemented Monthly with Pinellas County Sheriff's Office
Requires school boards and charter school governing boards to adopt an active assailant response plan.	Completed – August 2022
Requires each superintendent and charter school principal to verify by October 1, 2022 and annually thereafter, that all school personnel have received annual training on the procedures in the active assailant plan.	Completed –October 2022
Requires school principals to notify all school personnel of their responsibilities to report any incident that poses a threat to school safety to the principal or their designee and that the disposition of each such incident is properly documented.	Completed – August 2022
Requires each school district to report to the DOE by October 1of each year that all schools in the district have completed the FSSAT.	Completed – October 1, 2022
Requires active threat (shooter) drills each month.	Implemented Monthly with Pinellas County Sheriff's Office
Schools districts must have written active assailant response procedures including school specific responses to an active threat.	Completed – Follow plan as outlined by PCSB
Written procedures must provide guidance to staff on how to initiate an active threat response.	Completed – August 2022
Written procedures must be physically distributed to every employee.	Completed – August 2022
Written procedures must clearly establish that any and all employees may directly initiate the school's active threat procedures without consultation with anyone else.	Completed – August 2022

Positive School Climate Source

Requirement	Comment
Allows authorized members of the threat assessment team to obtain certain criminal history information.	Implemented during PCS Schools/SPC Threat Assessment Procedure
Requires the school threat assessment team to verify behavioral health intervention services remain intact for a student who transfers to a different school until the receiving school's threat assessment team determines the need for intervention services.	Implemented during PCS Schools/SPC Threat Assessment Procedure
Requires each school threat assessment team to use the statewide threat assessment database developed by the OSS.	Implemented during PCS Schools/SPC Threat Assessment Procedure
Each school shall have a behavioral threat assessment team which shall meet regularly and be proactive, not merely reactive, and shall consider behavior indicators. (Dir) The team shall be made up of at least a person with expertise in the following areas: counseling, instruction, school administration, and law enforcement. (1006.07(7)(a))	Implemented during PCS Schools/SPC Threat Assessment Procedure
Requires the transfer of student records from school to school to occur within 3 school days.	Procedure is currently in place to transfer records.
Requires student records to include verified reports of serious or recurrent behavior patterns, including threat assessment evaluations and intervention services, psychological evaluations, and therapeutic treatment plans or progress notes created or maintained by district staff.	Procedure will be implemented when a student transfers to another school
Requires a student to disclose at initial registration for school any school district referral for mental health services associated with school expulsion, arrest resulting in a charge, or juvenile justice action.	Procedure will be implemented during registration at SPCHS.
Requires each student at the time of initial registration to note previous school expulsions, arrests resulting in a charge, juvenile justice actions, and referrals to mental health services the student has had.	Procedure will be implemented during registration at SPCHS.
Requires districts to promote the use of the mobile suspicious activity reporting tool (FortifyFL) by advertising it on the district website, newsletters, on school campuses, and installing it on mobile devices issued to students and by bookmarking its website on all computer devices issued to students.	Completed – September 2022