

MINUTES OF THE OCTOBER 19, 2021 MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

The Board of Trustees of St. Petersburg College met on Tuesday, October 19, 2021 at the St. Petersburg College Seminole Campus, Conference Center, 9200 113th Street N, Seminole, Florida. The following Board members were present: Chair Thomas Kidwell, Vice Chair Jason Butts, Katie Cole, Deveron Gibbons (via zoom), 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, October 19, 2021 at the St. Petersburg College Seminole Campus, Conference Center, 9200 113th Street N, Seminole, 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).

21-175. In accordance with the Administrative Procedure Act, the following Agenda was prepared:

AGENDA

ST. PETERSBURG COLLEGE BOARD OF TRUSTEES
October 19, 2021

SEMINOLE CAMPUS (Conference Center)
9200 113th STREET
SEMINOLE, FL
SPECIAL MEETING: 9:00 A.M.

I. CALL TO ORDER

- A. Invocation
- B. Pledge of Allegiance

II. RECOGNITIONS

- A. Presentation of Retirement Resolutions
 - 1. Eileen Brennecke (*Attending*)
 - 2. Robert Wilcoxon (*Attending*)
- B. SPC Spotlights

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 September 14, 2021 (*Action*)

V. MONTHLY REPORTS

- A. General Counsel

VI. STRATEGIC FOCUS

A. STUDENT SUCCESS AND ACADEMIC ACHIEVEMENT

- 1. Athletics – Dr. Jamelle Conner, Vice President Student Affairs and Mr. Davie Gill, Athletics Director (*Presentation*)
- 2. The Economic Value of St. Petersburg College – Dr. Matthew Liao Troth, Vice President, Academic Affairs and Ms. Rita Farlow, Executive Director, Marketing and Strategic Communications (*Presentation*)

VII. CONSENT AGENDA

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

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B. NEW BUSINESS

1. ADMINISTRATIVE MATTERS

a. Human Resources

i. Personnel Report (*Action*)

b. Academic Affairs

i. Notice of Intent to Initiate the Baccalaureate Approval Process – College of Education (*Action*)

ii. Dissolution of Faculty Governance Organization (FGO) (*Action*)

2. Workforce, Community, Business and Finance –New Course Offering (*Action*)

3. GRANTS/RESTRICTED FUNDS CONTRACTS

a. Florida Department of Economic Opportunity—Florida Job Growth Grant Fund — SPC Enhancing Pathways to IT Careers (*Action*)

4. OTHER

a. Approval of Proposal, Project Number 1707-U-22-0, Cleaning & Restoration of Air Handling Equip CW (*Action*)

C. AUDITS AND OTHER STATUTORY REQUIREMENTS OF DIRECT SUPPORT ORGANIZATIONS, APRIL 2020, THROUGH MARCH 31, 2021 (St. Petersburg College Foundation, Leepa-Rattner Museum of Arts and Institute for Strategic Policy Solutions) (*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 (*Information*)

C. Leepa-Rattner Museum of Art (*Information*)

D. Fiscal Year 2021-2022 College General Operating Budget Report with Tuition Revenue (*Information*)

E. Removal of Certain Assets from Property Inventory (*Information*)

F. Quarterly Informational Report of Contract Items (*Information*)

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

H. Quarterly Report of Dell Financial agreements (*Information*)

IX. PROPOSED CHANGES TO BOT RULES MANUAL – Public Hearing – None

X. PRESIDENT’S REPORT

XI. NEXT MEETING DATE AND SITE

November 16, 2020, SPC Tarpon Springs Campus, FA 132

XII. ADJOURNMENT

*ST. PETERSBURG COLLEGIATE HIGH SCHOOL GOVERNING BOARD MEETING
TO IMMEDIATELY FOLLOW – Presenter: Dr. Ian Call, Principal SPCHSNP and Ms. Raquel
Giles, Principal SPCHS (see separate agenda)*

If any person wishes to appeal a decision made with respect to any matter considered by the Board at its meeting October 19, 2021, 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.

***No packet enclosure**

Date Advertised: October 8, 2021

21-176. Under Item I, Call to Order

The meeting was convened by Chair Kidwell at 9:00 a.m. He acknowledged the 20th anniversary of 9/11 and sent out heartfelt sympathy to those affected. The invocation was given by Trustee Stonecipher and was immediately followed by the Pledge of Allegiance.

21-177. Under Item II – Recognitions

A. Presentation of Retirement Resolutions

1. Robert Wilcoxon (*Attending*)

Dr. Williams recognized Mr. Robert Wilcoxon on his retirement.

Chair Kidwell recommended adoption of retirement resolution for Robert Wilcoxon who received their resolutions as presented by President

B. SPC Spotlights

Dr. Williams provided the following spotlights:

- SPC awarded \$1.7 million in funding from Community Police Development Program
- Congratulations to faculty participating in ACUE Microcredentials (111 faculty total)

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- October 15: Pearls & Portfolio Symposium for middle school girls had 125 girls online for half a day. She thanked Women on the Way and others involved.
- August 31: Full-time faculty voted to join the union, United Faculty of Florida (193 in favor, 56 opposed). She thanked faculty for their work and shared that she looks forward to working with them through the union.

21-178. Under Item III, Comments

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

A. Board Chair

Chair Kidwell express how proud he was to represent SPC at the ACCT Conference last week in San Diego for a great time of bonding, camaraderie, and great sessions.

B. Board Members

Mr. Stonecipher thanked everyone for their hard work. He shared how encouraging it is to know SPC is often at the forefront of what's happening as he listened to other colleges from across the country at ACCT. The conference theme was DEI, and he thanked Dr. Pierre for her work since she's been at SPC, indicating that the College will be well-served to continue in direction headed.

Ms. Cole apologized for being unable to go to San Diego. She congratulated the recruitment team and told the group about a parent she met at Largo High School who is thrilled about the November 3 signing date, and how nice it is to be in the community and hear excitement among parents and students and the Largo High staff.

C. President

Dr. Williams shared the following about Collaborative Labs:

- This week: Hosting Florida Pathways Institute; 1,200 people from the State of Florida online virtually
- October 21: Hosting Palm Beach State College Rise Professional Development Day; 1200 employees, 50 breakout sessions
- She congratulated Collaborative Labs for their innovation and support

D. Public comments:

Robin Bower Miller began with "To teach is to touch a life forever" by anonymous. She highlighted some talented and dedicated SPC faculty: CETL distinguished faculty award winners the last two years: Jim Wallace, Science; Scott Pelletier, EMT; Gretchen Gascon, Math; Meg Delgato, College of Education; Nikki Riggs, Vet Tech; Don Distasio, EMT; Sue Shuman, Science; Heather Chasten, Nursing; Chad Maren, Library; Scott Cooper, award winning set designer, Theater; Wendy Brown Huen, Management; Linae Boehme, Biology and Erin Goergen, Botany; Julie Adamich, Accounting; Greg Byrd, Humanities Literature. She then paused to remember Don Drew, Math, who recently passed away, and noted the scholarship in his name.

Darlene Westburg recognized faculty for pivoting during the pandemic, noting that she's been teaching online since 2001, but fellow faculty really stepped up to the plate learning zoom, live online.

21-179. Under Item IV, Review and Approval of Minutes

The minutes of the September 14, 2021 Meeting of the Board of Trustees of St. Petersburg College were presented by the chairman for approval. Mr. Gibbons moved approval of the minutes as submitted. Ms. Cole seconded the motion. The motion passed unanimously

21-180. Under Item V, Monthly Reports

Under Monthly Reports

A. General Counsel: None

21-181. Under Item VI – A, Strategic Focus and Planning

Under Strategic Focus

A. STUDENT SUCCESS AND ACADEMIC ACHIEVEMENT

1. Athletics – Dr. Jamelle Conner, Vice President Student Affairs and Mr. Davie Gill, Athletics Director (*Presentation*)

Dr. Jamelle Conner presented an update on SPC's athletic programs, then recognized Mr. Gill, who was inducted into the Florida College System Activities Association (FCSAA) Hall of Fame, served 20+ years in higher education, and is Suncoast Conference chair.

Mr. Gill provided the following review:

- SPC made protocols specific to the six teams and in line with changing CDC guidelines during all athletic programs worldwide shut down in pandemic
- Streamed all home games last year (except one baseball game)
- Granted COVID years to student athletes, not counting against eligibility
- He shared student athlete success stories
- Demographics of student athletes: grade, international, local, ethnicity
- Transfer rates (70% college-wide), average GPA (3.06), 31% SPC athletes named to the FCSAA All Academic team, overall course success rate: 80.3%
- The focus on partnerships outside the classroom (community service)
- Moving forward including COVID uncertainty, work with SPC Foundation, adjusting to Name, Image, and Likeness legislation
- Recent noteworthy accomplishments: Trey Amburgey: Directly to professional baseball, recently called up by the New York Yankees. Jason Burnell: Played with Denver Nuggets summer league team. Andressa Parise: Transferred to Baylor's volleyball programs, will graduate end of this year with double major. Other notable alumni athletes.
- He thanked the coaching staff.

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Chair Kidwell shared that he attended SPC College Basketball Camp in 1989 at 12 years old, as did his business partner. He said he is impressed at the GPAs and community service during a very difficult time and asked if there are any student athletes who have name, image income.

Mr. Gill responded that none are receiving income, but some are getting perks now.

Mr. Stonecipher expressed how much their work means to SPC and that he appreciates how much athletics is connecting with the community, asking for that to continue. He said that SPC is more than a college; it's part of the fabric of Pinellas County. He requested that the board of trustees get the schedule of home games for each sport.

Mr. Gibbons commented that he wants to see more corporations sponsoring so the young people don't have to park cars while they're already running a full schedule, asked if SPC can start charging for events, asked how many transfer students are graduating, and asked if the athletic trainer problems have been fixed.

Mr. Gill responded that there is one full-time athletic trainer partnering to provide 40 hours a week, operating for all the sports.

Mr. Gibbons offered to help with corporate partnerships.

Chair Kidwell congratulated Mr. Gill on his Hall of Fame induction.

2. The Economic Value of St. Petersburg College – Dr. Matthew Liao Troth, Vice President, Academic Affairs and Ms. Rita Farlow, Executive Director, Marketing and Strategic Communications (*Presentation*)

Dr. Matthew Liao Troth presented about SPC's work with EMSI, which does economic impacts for higher education institutions across the country, to determine how SPC compares with other schools. The economic impact analysis and investment analysis revealed:

- Pinellas County: 627,000K+ total jobs
- \$54.3 billion total gross regional product
- Bachelor's degree highest average earning education level
- FY2019-2020: Close to 38,000 unique individuals taking class for credit. 4,300+ doing non-credit education. 3,000 unique employees. Total payroll more than \$130 million. Total tuition revenue: Almost \$40 million. 29% of students from outside the county coming because of unique programs or high caliber ones. \$1.2 billion total income added to the county. 1/\$50 in Pinellas County directly tied to SPC. Total jobs supported by SPC almost 18,000. He reviewed the student perspective, taxpayer perspective, and social perspective. Bottom line: SPC is a great investment.

Ms. Rita Farlow reviewed what the EMSI information will be used for as SPC talks to the community:

- The data helps to tell SPC's story; pathways to economic prosperity and lifting the community as a whole
- Shows how SPC is retaining talent

- Phase 1 has begun with print and digital assets including newly redesigned SPC magazine; data is included in SPC’s annual report
- Phase 2 begins today at the conclusion of this meeting with a press release and social media campaign; she asked everyone to spread the word, sharing, liking SPC’s posts
- Phase 3 is a deeper dive through the year integrating the data and using the student, alumni, and partner voices to help tell stories

Chair Kidwell said this is the information the board takes out into the community, brags about, indicating that the numbers are amazing. He asked them to provide this presentation to the board so they have the numbers handy.

Mr. Gibbons thanked them for an excellent report, indicating he also would like a copy of the report. He continued saying this is the single best report ever given at this College because it gives numbers that quantify what SPC brings to the county each year and the data to back it up. He expressed that SPC must act like a business and this shows that’s happening.

Dr. Williams expressed how this report shows the question Jessie Turtle asked: “What will happen if SPC is not here?” She congratulated the team on a great job getting this work done and shared what a big deal it is to get this out there.

21-182. Under Item VII – A, Old Business
NONE

21-183. Under VII-B, New Business

1. ADMINISTRATIVE MATTERS

a. Human Resources

i. Personnel Report (Action)

b. Academic Affairs

i. Notice of Intent to Initiate the Baccalaureate Approval Process – College of Education (Action)

ii. Dissolution of Faculty Governance Organization (FGO) (Action)

2. Workforce, Community, Business and Finance –New Course Offering (Action)

3. GRANTS/RESTRICTED FUNDS CONTRACTS

a. Florida Department of Economic Opportunity—Florida Job Growth Grant Fund—SPC Enhancing Pathways to IT Careers (Action)

4. OTHER

a. Approval of Proposal, Project Number 1707-U-22-0, Cleaning & Restoration of Air Handling Equip CW (Action)

C. AUDITS AND OTHER STATUTORY REQUIREMENTS OF DIRECT SUPPORT

MINUTES OF THE OCTOBER 19, 2021 MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

ORGANIZATIONS, APRIL 2020, THROUGH MARCH 31, 2021 (St. Petersburg College Foundation, Leepa-Rattner Museum of Arts and Institute for Strategic Policy Solutions)
(Action)

The Board considered Items VII – B.1a -VII. C Mr. Gibbons moved approval. Mr. Stonecipher seconded the motion with one question related to the baccalaureate approval process to the two new programs: Why the need to step in and offer this in the community when other local colleges offer the programs?

Dr. Troth responded that this conversation started last year with USF looking at long-term strategic plans for College of Education and SPC looking at needs of the community to complement those plans. The need and demand is much more than what USF can provide. He discussed areas of specialization and how SPC has stepped away from some, enhanced some others. The motion passed unanimously.

21-184. 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. Fiscal Year 2021-2022 College General Operating Budget Report with Tuition Revenue (*Information*)

E. Removal of Certain Assets from Property Inventory (*Information*)

F. Quarterly Informational Report of Contract Items (*Information*)

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

H. Quarterly Report of Dell Financial agreements (*Information*)

21-185. Under Item XI, Proposed Changes to BOT Rules Manual – Public Hearing -

NONE

21-186. Under Item XII, President's Report

Dr. Williams shared that she presented at the Senate last week with four of the 28 state college presidents about workforce and accelerating student successes and that there are follow-up meetings with senators coming to visit SPC. She thanked all the board members for their help

with meetings and connections. She shared that she will also meet with income leaders in Tallahassee.

21-187. Under Item XIII, Next Meeting Date and Location

The Board confirmed its next meeting date and location as Tuesday, November 16, 2021 9:00 a.m., at the SPC Tarpon Springs Campus, FA 132

XII. ADJOURNMENT

Having no further business to come before the Board, Chair Kidwell adjourned the meeting at 10:02 a.m.

Immediately following the St. Petersburg College Board of Trustees meeting, Chair Kidwell opened the St. Petersburg College Collegiate High School Governing Board meeting at 10:02 a.m.

ST. PETERSBURG COLLEGIATE HIGH SCHOOL GOVERNING BOARD MEETING

Ms. Starla Metz discussed the amended budget needing the board's attention: Last year, Governor DeSantis suspended school grades for K-12 but SPC chose to opt in for a grade for both collegiate high schools. Both are now designated as A schools. She shared how proud the team is of that, how it qualifies the schools for additional revenue of \$118,000 from capital outlay funding, and that there were no other changes to the budget.

Mr. Stonecipher made a motion to approve the amended budget. Ms. Cole seconded the motion. The motion passed unanimously.

Ms. Raquel Giles shared highlights from her campus:

- Two national merit commended scholars, one national merit scholarship semifinalist
- College Board national African American recognition
- Awarded Great Schools College Success Gold Award
- Community service and student events
- 2021 Anne Frank Humanitarian Award
- Invited the board to visit the campus

Dr. Ian Call shared highlights from his campus:

- National merit scholarship semifinalist
- First Interact Pinning ceremony
- Community service and student events

Chair Kidwell commended them on their great work.

Dr. Williams expressed how proud she is of the yearbook and how great it was to see what their life was like during COVID, the creativity, the smiles, students in action in a book.

**MINUTES OF THE OCTOBER 19, 2021 MEETING OF THE BOARD OF
TRUSTEES OF ST. PETERSBURG COLLEGE**

Chair Kidwell adjourned the St. Petersburg Collegiate High School Governing Board meeting at 10:10 am.

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

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

Attachments
Board Memos and
Supplemental
Materials

Board of Trustees Meeting
October 19, 2021

FY 2019-20



The economic value of
St. Petersburg College

ANALYSIS OF THE ECONOMIC IMPACT
AND RETURN ON INVESTMENT OF EDUCATION



1

Emsi & Higher Education Institutions

20+ years working with higher education institutions

2,200+ economic impact studies completed

33 state wide systems have received economic impact studies from Emsi

2



What is an
ECONOMIC IMPACT ANALYSIS?
Measures how an event or institution affects the local economy



What is an
INVESTMENT ANALYSIS?
A comparison of the costs and benefits to determine the return on investment

3

About Pinellas County

AVERAGE EARNINGS BY EDUCATION LEVEL

Education Level	Average Earnings
<HS	\$25,800
HS	\$33,600
Certificate	\$36,600
Associate	\$40,600
Bachelor's	\$58,200

\$54.3 billion
Total Gross Regional Product (GRP)

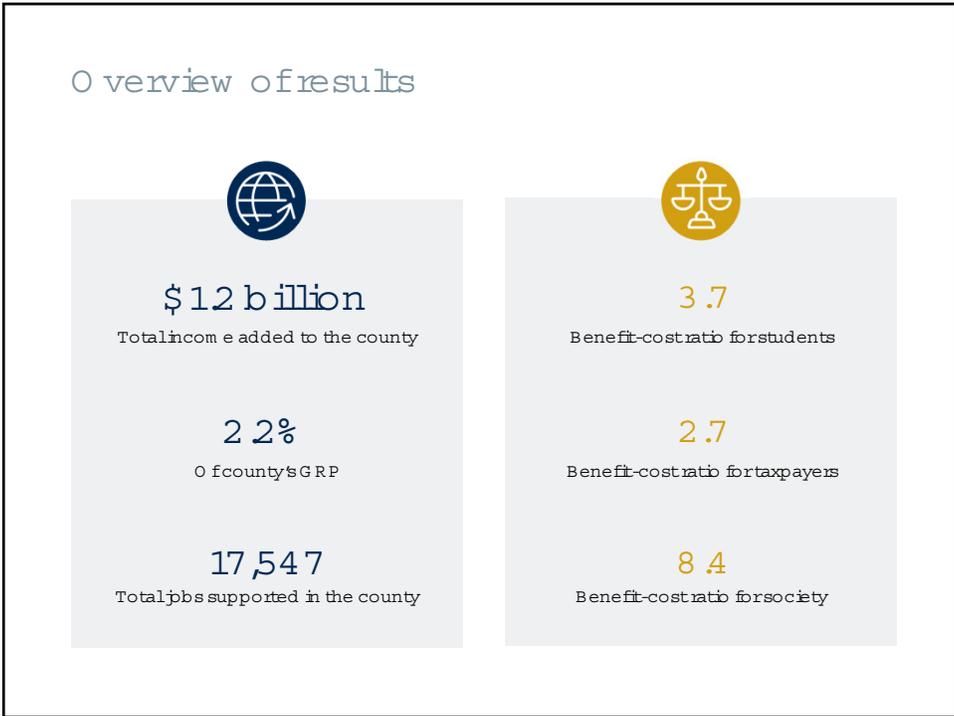


627,019
Total Jobs

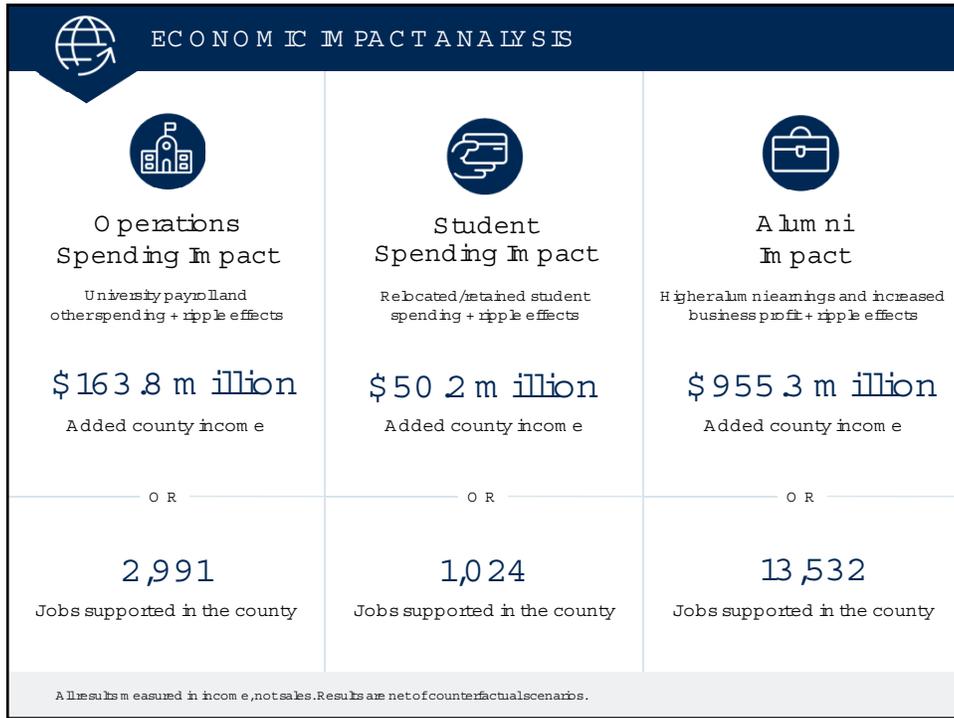
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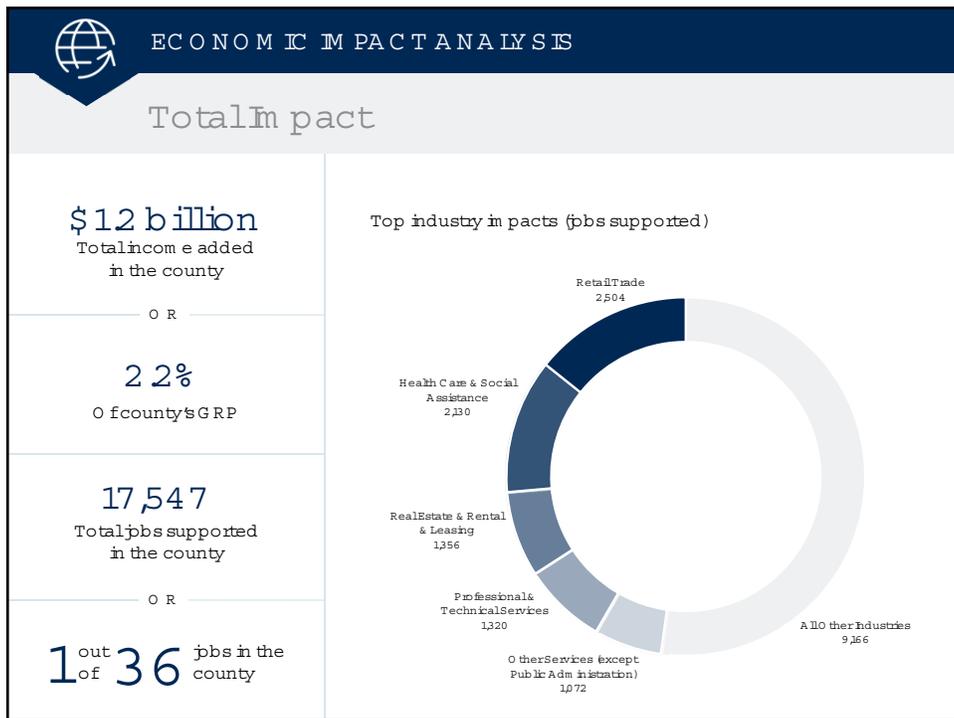
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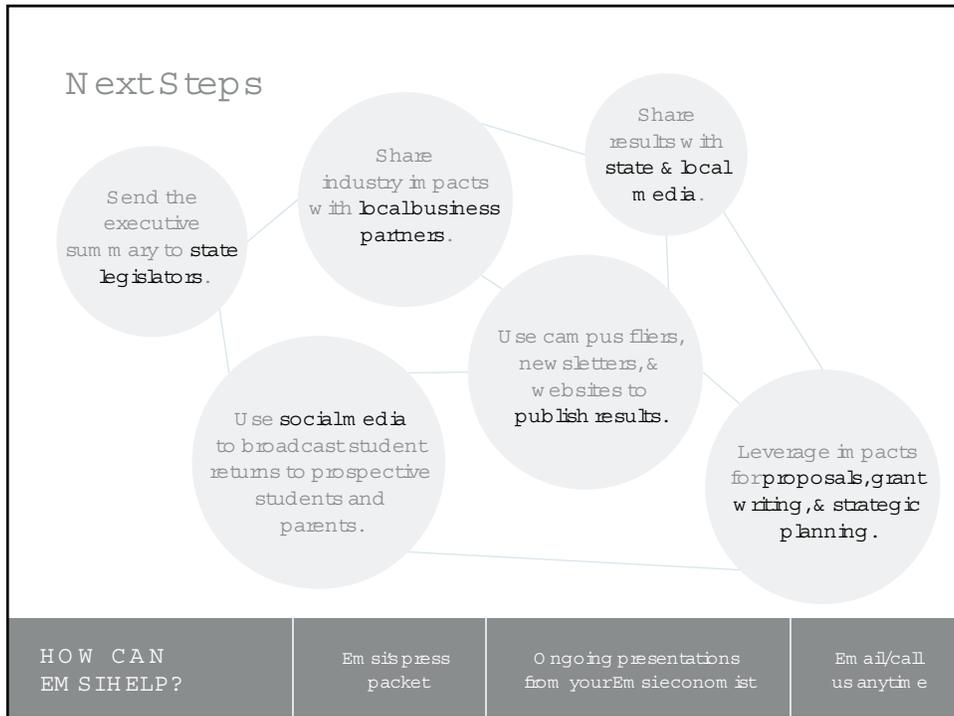
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8

INVESTMENT ANALYSIS		
 <p>Student Perspective</p> <p>\$935.2 million Benefit: Higher future earnings</p> <p>\$251.1 million Cost: Tuition, supplies, opportunity cost</p>	 <p>Taxpayer Perspective</p> <p>\$256 million Benefit: Future tax revenue, government savings</p> <p>\$96 million Cost: State and local funding</p>	 <p>Social Perspective</p> <p>\$3.6 billion Benefit: Future earnings, tax revenue, private savings</p> <p>\$430.3 million Cost: All university and student costs</p>
<p>3.7 Benefit/cost ratio</p>	<p>2.7 Benefit/cost ratio</p>	<p>8.4 Benefit/cost ratio</p>
<p>18.0% Rate of return</p>	<p>9.5% Rate of return</p>	<p>n/a* Rate of return</p>
<p><small>Future benefits are discounted to the present. *The rate of return is not reported for the social perspective because the beneficiaries are not necessarily the same as the original investors.</small></p>		

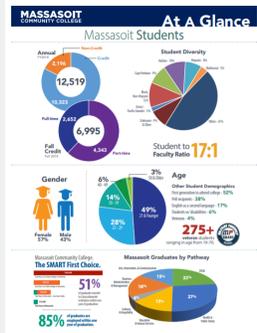
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10

Share your results

Combine your results with other institutional highlights to create a fact sheet.



Create a web page that includes written highlights, animations, and videos.



Include your results in your period publications.



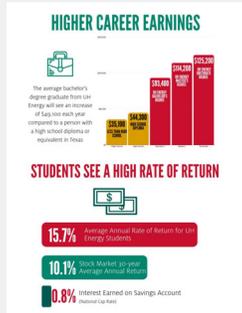
11

Share your results

Create a press release or hold a press conference to share results with your state and local media.



Use social media to share your investment results with prospective students.



Use your study to help secure additional funding.



12

The results of this study
were prepared by



For a copy of the report, please contact SPC.

13

College materials featuring economic impact data

Social media posts - samples



14

Illumination - SPC magazine - Fall 2021



1977 - The Central Junior Institute opens at SPC's Altabe Center

1991 - The Central Junior Institute opens at SPC's Altabe Center

2005 - The men's baseball team won the state championship

2021 - SPC graduate Noreen Davis celebrates 40 years of service to the community

1977 - The women's archery team competes

ST. PETERSBURG COLLEGE
TAMPA SPRING CAMPUS

- SPC graduates rank 1st for average highest entry-level wages among Florida community college graduates - \$51,248
- More than 43,000 students enrolled annually
- 186,629 degrees and certificates awarded
- 11 campuses and centers
- 187 degree and certificate programs
- \$1.2B income added in Pinellas County
- 3,434 faculty and staff
- 16,930 volunteer work hours performed by SPC students and employees last year
- 2,000 emergency personnel trained annually

15

Ads - magazine, newspapers

YOUR GIFT CHANGES LIVES

Supporting the St. Petersburg College Foundation forever changes the lives of our students. It also lifts the entire community by providing pathways of opportunities to rewarding careers and contributing to a capable and educated workforce. Just look at the impact:

- \$2.6M** SCHOLARSHIPS AWARDED to 3,800 students in 2020-21
- 1ST** - HIGHEST ENTRY-LEVEL WAGES earned among Florida community college graduates
- \$3.8M** raised for PROGRAMS AND SCHOLARSHIPS
- \$3.70** Student return on investment for every \$1 that supports SPC
- 17,547** NUMBER OF JOBS IN PINELLAS COUNTY supported annually by the activities of SPC and our students
- 186,629** DEGREES AND CERTIFICATES awarded since 1927
- 2,000** NUMBER OF EMERGENCY PERSONNEL trained by SPC each year
- \$1.2B** SPC'S ANNUAL IMPACT ON PINELLAS COUNTY'S ECONOMY

Join us in making a difference! Visit spcollegefoundation.spcollege.edu today.

ST. PETERSBURG COLLEGE FOUNDATION, INC.

St. Petersburg College

CELEBRATES 94 YEARS OF EDUCATING OUR COMMUNITY

SPC opened its doors on Sept. 12, 1927 with 14 faculty members and 102 students. In 1965, Gibbs Junior College, the area's predominantly African American college, merged with SPC.

Today, we employ 3,434 faculty and staff and serve over 43,000 students annually. Our ongoing mission is to educate, empower and engage our students.

- SPC graduates' rank 1st for average highest entry-level wages among Florida community college graduates - \$51,248
- 186,629 degrees and certificates awarded
- 11 campuses and centers
- 187 degree and certificate programs
- \$1.2B income added in Pinellas County
- 16,930 volunteer work hours performed by SPC students and employees last year
- 2,000 emergency personnel trained annually

SPC St. Petersburg College spcollege.edu

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Legislative collateral- brochures, flyers



OUR IMPACT

Our skilled graduates fill jobs that stimulate the economy through the upward mobility of our citizens, elevating the local economy by more than \$1.2 billion each year. One out of every 30 jobs in Pinellas County is supported by the activities of SPC and its students. In 2019-20 the net impact of the college's operations spending in income to the county economy was \$163.8 million. The college supports a variety of industries in Pinellas County, serves county businesses, and benefits society as a whole from an expanded economy and improved quality of life. The benefits created by SPC even extend to state and local governments through increased tax revenues and public sector savings.

SPC continues its strong partnerships with the University of South Florida, St. Petersburg and Pinellas County Schools. Our countywide Educational Ecosystem removes barriers to enrollment and provides students with clear pathways to degree and credential completion. With input from hundreds of area business leaders, we continue to add new short-term training programs tailored to employers' needs.

\$12 BILLION
SPC's annual impact on Pinellas County economy

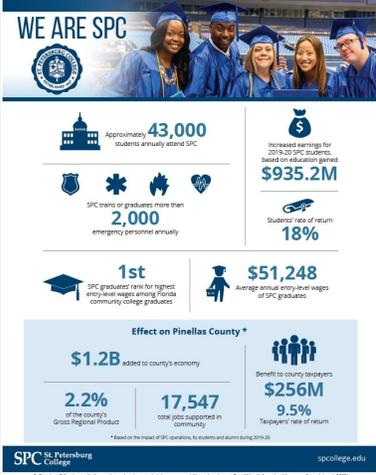
\$2.70
Taxpayer return on investment for every \$1 that supports SPC

\$163.8 MILLION
Net impact of the college's operations spending in income to the county economy in 2019-20

17,547
Number of jobs in Pinellas County supported directly by the activities of SPC and its students

1st
SPC graduated rate for highest entry-level wages among Florida community college graduates

\$51,248
Average annual earnings of SPC graduates



WE ARE SPC

Approximately **43,000** students annually attend SPC

Increased earnings for 2019-20 SPC students based on education gained **\$935.2M**

SPC trains or graduates more than **2,000** emergency personnel annually

18% Student rate of return

1st SPC graduated rank for highest entry-level wages among Florida community college graduates

\$51,248 Average annual entry-level wages of SPC graduates

Effect on Pinellas County *

\$1.2B added to county's economy

2.2% of the county's Gross Regional Product

17,547 total jobs supported in community

\$256M Benefit to county taxpayers

9.5% Taxpayer's rate of return

SPC St. Petersburg College spcollege.edu

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Annual Report - 2020-2021

ECONOMIC IMPACT

OUR SKILLED GRADUATES FILL JOBS THAT STIMULATE THE ECONOMY THROUGH THE UPWARD MOBILITY OF OUR CITIZENS AND THE GROWTH OF LOCAL BUSINESSES.



\$1.2B
Annual impact on Pinellas County economy

\$163.8M
Net impact of the college's operations spending in income to the county economy

\$2.70
Taxpayer return on every \$1 that supports SPC

18

Board of Trustees Presentation- October 19, 2021

St. Petersburg College Athletics



1

Board of Trustees Presentation- October 19, 2021



Inducted into Florida College System Activities Association (FCSAA) Hall of Fame

2



SPC's 2020-2021 COVID-19 Response

- SPC's Athletic Department took a proactive role in the state-wide COVID-19 response.
- In 2020-2021, all sports were played in the Spring and seasons were shortened.
- Each team developed specific protocols for practices, games, and travel to ensure the safety of our student athletes.
- Increased our Live Streaming Capabilities
- The National Junior College Athletics Association determined that all students would be receiving "COVID" Years.

Success Story



Alexis Thrasher
SPC Softball




3



A Look Back at 2020-2021

- 47 Freshmen and 40 Sophomores
- 28 SPC Student Athletes Graduated
 - 23 transferred and are receiving aid at a 4-year institution
- Women's Basketball crowned Central Conference Champions
 - Denisha Davidson- **Conference Coach of the Year**
 - Domenica Zamora- **Conference Player of the Year**
- 4 of our 6 teams qualified for post-season play
- 3 Tennis State Championships (#1 Singles, #2 Singles, and #1 Doubles)
 - Finished 2nd in the State and 4th Nationally

Sport	Location	Division I/II	# of Players
Baseball	Jack Russell Stadium	I	26
Men's Basketball	SP/G Gym	I	12
Softball	Eddie C. Moore Softball Complex	I	23
Tennis	Treasure Bay	I	6
Volleyball	SP/G Gym	I	9
Women's Basketball	SP/G Gym	II	11

Team	Students
Black/African American	22
Hispanic/Latino	18
Multi-Ethnic	4
Not Specified	5
White	38



Domenica Zamora
Female Scholar Athlete of the Year



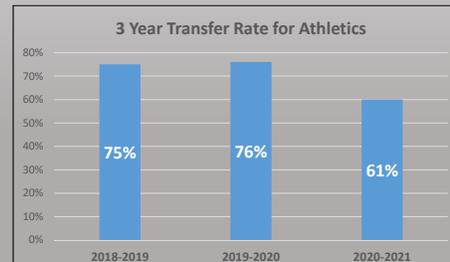
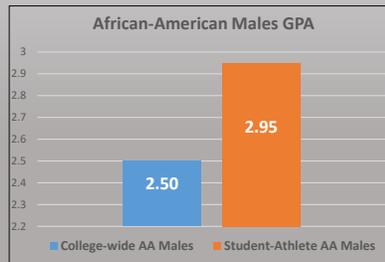
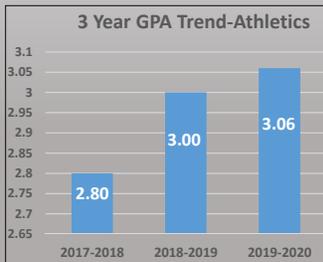
Gabe Rincones
FCSSAA Player of the Year

4



In the classroom

- Average GPA of all SPC Student Athletes is a **3.06** (2.93 College-wide)
 - 4 teams over a 3.1 average
- 31% (25) of SPC Student Athletes were named to the FCSAA All-Academic Team
- Overall Course Success Rate of SPC Student Athletes: **80.3%** (79.4% College-wide)
- Transfer Rate for SPC Athletics 75%, 76%, and 60.7%* (70% College-wide)



*2020 several athletes opted to utilize continued SPC eligibility and stay another year

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Outside the classroom

Focus on partnerships and community engagement

- SPC Athletics continues to be engaged in Service Learning activities
- Retention Efforts continue to be a focus for the SPC Athletic Department
- Events that engage our first generation college students
 - First to Finish-Faculty, staff, and student event on 10/23 at 10am.
- Faculty and Staff Appreciation Events



6



Moving forward

- Continue to maintain protocols to address the uncertainty surrounding COVID-19
 - Spectators allowed/live streaming continues
 - Encouraging mask wearing and vaccinations
 - Scheduling with built in make-up days
- Expanding our work with the SPC Foundation to secure scholarship funds
 - 2021-2022 Textbook Lending Program
 - Expanded Fundraising
- Adjusting to the Name, Image, and Likeness Legislation
 - Immediate Impact on the Florida College Systems
 - Training requirements
- Keeping up to date on opportunities to expand sports offerings
 - E-Sports



7



Noteworthy Alumni Accomplishments



Trey Amburgey-Lake Worth, FL

- Drafted by the New York Yankees in 2015
- Made his MLB debut on July 15th
- 20th SPC Baseball player to make it to the big league straight out of SPC



Andressa Parise

- Came to SPC from Santa Catarina, Brazil
- Graduated with a 4.0 (Bus-AA)
- Earned a full scholarship to Baylor
- 5th Year Sr. double majoring in International Business and Supply Chain Management



Jason Burnell- DeLand, FL

- Part of the 2017 State Championship team
- Graduated and transferred to Jacksonville St
- Played in the Denver Nuggets Summer league
- Graduated in 2019 with a degree in Psychology

THE PROS

In the past 30 years, 70 SPC baseball players have gone on to play in the minor leagues and 14 have made it to Major League Baseball teams, including-

- Chicago Cubs
- Chicago White Sox
- Cincinnati Reds
- Detroit Tigers
- Minnesota Twins
- New York Mets

NOTABLE ALUMNI ATHLETES

Our alumni have earned scholarships or transfers to major four-year universities, including:

- The University of Florida
- Florida International University
- Florida State University
- Florida Gulf Coast University
- Florida Atlantic University
- University of South Florida
- University of Central Florida
- University of Tampa
- Flagler University
- University of West Florida
- Webber International University
- Stetson University
- Eckerd College
- Baylor

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SPC Coaching Staff



Coach Denisha Davidson
SPCSN



COACH BREANNA MYERS
SPCSN



Tamica Green
Cheerleading

Thank you!



Coach Phil Girardi
SPCSN



Coach Earnest Crumbley
SPCSN



Coach Ryan Beckman
SPCSN

9

Questions?

Thank you!



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October 19, 2021

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 Career Service			
Name	Title	Department/Location	Effective Date
Chen, Jennifer M	Administrative Svcs Specialist	Athletics	9/3/2021
Cowling, Chad A	Technology Support Specialist	Desktop Software Support	9/6/2021
Krasniqi, Ardiana	Executive Assistant	Financial Assistance Services	9/6/2021
Roldan, Armando E	Instructional Supp Specialist	Learning Resources	9/6/2021
Sheppard, Angelica Y	Student Support Assistant	Learning Resources	9/20/2021
Coticchio, Louis A	OPS Career Level 5	Learning Resources	9/27/2021
Krischer, Rebecca L	OPS Career Level 1	xBusUnit BACHP	9/6/2021
Lee, Matthew K	OPS Career Level 2	Provost Office SE	9/1/2021
Kontodiakos, Angeliki M	Admissions Recruiter	Enrollment Management DO	9/6/2021
Angeliadis, Panormitis M	OPS Career Level 2	Student Activities TS	9/1/2021
Ducker, Khalifa L	OPS Career Level 5	Career Connections	9/20/2021
Hernandez, Kenneth	OPS Career Level 2	Student Activities TS	9/1/2021

TRANSFER/PROMOTION Budgeted Career Service			
Name	Title	Department/Location	Effective Date
Baker, Glenn O	Campus Safety Officer	Campus Security DT	9/6/2021
Barber, Vincent P	Materials Mgmt Supervisor	Facilities&Institutional Svcs	9/6/2021
Cao, Thang K	Lead Custodian	Custodial Services SPG	9/6/2021
Corizzi, Aaron E	Associate VDI Analyst	Administrative Information Sys	9/6/2021
Le, Long Q	Lead Custodian	Custodial Services DO	9/15/2021
Ortega, Joseph N	Student Support Advisor	Financial Assistance Services	9/6/2021
Reyes-Contreras, Noraima M	Accounting Support Specialist	Financial Assistance Services	9/6/2021
Van Horn, Gerald B	Senior Facilities Specialist	Maintenance Services SPG	9/6/2021
Williams, Fabre L	Employment & Internship Coord	Associate Provost Office SPG	9/20/2021
York, Deborah D	Student Support Advisor	SSS TRIO Grant - DO	9/6/2021

FACULTY			
Name	Title	Department/Location	Effective Date
Smith, Brendan P	Adjunct Faculty	Emergency Medical Services HC	9/8/2021
Costa, Nicole L	Adjunct Faculty	Mathematics SPG	9/13/2021
Baker, Joshua	Adjunct Faculty	Humanities & Fine Arts SPG	9/13/2021
Newsberry, Shelia	Adjunct Faculty	Health Info Technology	9/24/2021

SUPPLEMENTAL Temporary			
Name	Title	Department/Location	Effective Date
Repici, Michael D	Faculty - supplemental	Communications SE	9/7/2021
Carver, Eric H	Faculty - supplemental	Ethics SPG	9/13/2021
Wilkins, Pamela A	Faculty - supplemental	College of Education	9/8/2021

HIRE Temporary			
Name	Title	Department/Location	Effective Date
Dzikanski, Christine M	Professional Trainer-OPS	Criminal Justice AC	9/13/2021
Fatolitis, Nicholas G	Professional Trainer-OPS	Emergency Medical Services HC	9/20/2021
Landry, Shaun	OPS Career Level 3	Athletics	9/13/2021
Martinez, Adam F	Professional Trainer-OPS	SE Public Safety Institute AC	9/27/2021

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

DG-10/11/21

October 19, 2021

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Dr. Tonjua Williams, President 

SUBJECT: **Dissolution of Faculty Governance Organization (FGO) (*Action Item*)**

Approval is sought to confirm the dissolution of the Faculty Governance Organization, and its constitution.

On September 30, 2021, the fulltime faculty elected United Faculty of Florida (UFF) to serve as their bargaining representative in all matters related to terms and conditions of employment at St. Petersburg College. The state Commission (PERC) has now certified UFF as the “exclusive collective bargaining representative of all employees in the unit.” [447.307 (3) Fla. Stat.] Whereas the current structure of the College’s Faculty Governance Organization (including Faculty Senate, Faculty Council, and Faculty Councils) is inconsistent with the statutory provisions of Chapter 447, the Faculty Governance Organization and its constitution will be dissolved.

While current officers will not convene as a governance organization, current course release and stipends for officers of the Faculty Governance Organization will be honored through the end of the fall term.

The Curriculum and Instruction Committee will continue to provide academic governance of curriculum, pursuant to SACSCOC (accreditation) requirements. In addition, the Center for Excellence in Teaching and Learning (CETL) continues in its mission to provide for the professional development of faculty. Faculty will continue to be appointed to various committees; however, the Academic Chairs, Coordinators, and Program Directors group (ACCPD) will also dissolve.

Going forward, the President or Vice President, Academic Affairs, may establish ad hoc groups of faculty members, a taskforce for specific topics or issues, or assemblies of all faculty, to solicit feedback on issues that are not wage or working conditions of employees in the collective bargaining unit.

Recommend Approval: Dr. Tonjua Williams, President and Dr. Matthew Liao-Troth, Vice President, Academic Affairs

Attachment; FGO constitution

October 19, 2021

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 for the Spring 2022 term 0600.

Over the last 60 days, the SPC Workforce Education team has done an extensive audit of program expenses and registration costs. Through this review, which had not previously taken place in several years, it was determined that many of the programs are undervalued in the competitive market and/or have not been adjusted to meet increased costs of related expenses. SPC Workforce Education seeks approval to adjust prices for several programs to align with market value and generate an increase in revenues. We also request a change of contact hours for five programs as listed below.

Examples of the current undervaluation of SPC Workforce Education programs are as follows:

- CompTIA Cloud+ current price: \$995, suggested new price \$1295; [competitor price \\$1695](#)
- Cisco CCNA current price: \$1695, suggested new price \$1995; [competitor price \\$2495](#)
- AWS Solutions Architect current price: \$1695, suggested new price \$1995; [competitor price \\$2025](#)
- CompTIA Linux+ current price: \$995, suggested new price \$1295; competitor price \$1995 (PHSC, no link available)
- Electrical lineworker \$4995, suggested new price \$6195; far below competitor pricing, need to adjust to meet higher-than-expected cost of instruction

Industry	Course number	Course Name	Action	Current cost	New cost (if applicable)	Current contact hours	New contact hours
IT	CMP0101	Basic Computer Skills & Digital Literacy Online	Price Change	\$99.00	\$199.00	16	N/A
IT	CMP0102	Essential IT Skills for Conducting Business in a Virtual World Online	Price Change	\$299.00	\$399.00	24	N/A
IT	CMP0810	Microsoft Office Core Productivity Online Full Suite	Price Change	\$299.00	\$599.00	120	N/A

IT	DBS0800	SQL: Introduction to Database Administration Certification Online	Price Change	\$995.00	\$1,295.00	24	N/A
IT	DBS0805	Fundamentals of Data Analytics Online	Price Change	\$995.00	\$1,695.00	60	N/A
IT	DKP0803	Adobe Certified Associate Certification (ACA) Photoshop Online	Price Change	\$995.00	\$1,295.00	24	N/A
IT	DKP0804	Adobe Certified Associate Certification (ACA) InDesign Online	Price Change	\$995.00	\$1,295.00	24	N/A
IT	DKP0805	Adobe Certified Associate Certification (ACA) Illustrator Online	Price Change	\$995.00	\$1,295.00	24	N/A
IT	FNS0905	Quickbooks Pro Fundamentals Online	Price Change	\$169.99	\$299.00	3	N/A
IT	GTS0102	Introduction to GIS - Online	Price Change	\$599.00	\$799.00	36	N/A
IT	HDW0500	CompTIA IT Fundamentals Certification (ITF+) Online	Price Change	\$599.00	\$995.00	20	N/A
IT	HDW0700	Google IT Support Professional Certificate Online	Price Change	\$995.00	\$1,295.00	60	N/A
IT	HDW0801	CompTIA A+ Combined Certification- Online	Price Change	\$1,695.00	\$1,995.00	60	N/A
IT	HDW0807	CompTIA Linux+ Certification - Online	Price Change	\$995.00	\$1,295.00	40	N/A
IT	NWT0800	CompTIA Network + Certification Training Online	Price Change	\$995.00	\$1,695.00	18	40
IT	NWT0801	CompTIA Security+ Certification Training Online	Price Change	\$995.00	\$1,695.00	24	40
IT	NWT0802	CompTIA Advanced Security Practitioner (CASP) Certification Prep Online	Price Change	\$499.00	\$995.00	30	N/A
IT	NWT0803	CompTIA Server+ Certification Prep Online	Price Change	\$399.00	\$995.00	20	N/A
IT	NWT0804	CompTIA Cloud+ Certification Online	Price Change	\$995.00	\$1,295.00	36	N/A
IT	NWT0805	Certified Information Systems Security Professional (CISSP) Online	Price Change	\$1,695.00	\$1,995.00	60	N/A
IT	NWT0907	CompTIA Cybersecurity Analyst - CSA+ Prep Online	Price Change	\$499.00	\$995.00	16	N/A
IT	NWT0983	Cisco Certified Network Associate (200-301 CCNA) Online	Price Change	\$1,695.00	\$1,995.00	50	60
IT	PRG0805	Python Novice to Pythonista Online (Fundamentals of Python)	Price Change	\$995.00	\$1,295.00	62	N/A
IT	PRG0806	Pythonista to Python Master Online (Advanced Python)	Price Change	\$995.00	\$1,295.00	63	N/A
IT	TRN0310	Instructional Design Certificate Program Online	Price Change	\$1,699.00	\$1,995.00	60	N/A
IT	TRN0311	Instructional Technology Certificate Program Online	Price Change	\$1,699.00	\$1,995.00	60	N/A

IT	NWT0811	Amazon AWS Certified Cloud Practitioner Certification Online	Price Change	\$995.00	\$1,295.00	32	N/A
IT	NWT0816	Amazon AWS Solutions Architect Associate Certification Online	Price Change	\$1,695.00	\$1,995.00	60	N/A
IT	HDW0804	CompTIA Security+ Certification- Blended	Price Change	\$995.00	\$1,695.00	40	N/A
IT	DBS0801	SQL: Introduction to Database Administration Certification	Price Change	\$995.00	\$1,295.00	24	N/A
IT	HDW0800	CompTIA A+ Combined Certification - Blended	Price Change	\$1,695.00	\$1,995.00	45	60
IT	WSD0911-2	Programming in HTML5 with Javascript and CSS3 Certification	Price Change	\$995.00	\$1,295.00	24	N/A
IT	DKP0800	Adobe Certified Associate (ACA) Certification: Photoshop	Price Change	\$995.00	\$1,295.00	20	N/A
IT	WSD0950	WordPress Fundamentals and Beyond!	Price Change	\$399.00	\$599.00	9	N/A
IT	HDW0802	CompTIA Network+ Certification- Blended	Price Change	\$995.00	\$1,695.00	30	N/A
IT	WSP0921-2	CIW Javascript Specialist Advanced Certification	Price Change	\$995.00	\$1,295.00	24	N/A
IT	DKP0802	Adobe Certified Associate Certification (ACA): Illustrator	Price Change	\$995.00	\$1,295.00	20	N/A
IT	HDW0802	CompTIA Network+ Certification- Blended	Price Change	\$995.00	\$1,695.00	30	40
IT	GTS0100	Introduction to GIS	Price Change	\$599.00	\$799.00	36	N/A
IT	PRG0800	iOS Application Development Fundamentals Certification	Price Change	\$1,695.00	\$1,995.00	40	N/A
IT	UAS0104	UAS Safety Level 1 Certification	Price Change	\$1,500.00	\$1,695.00	60	N/A
IT	HDW0804	CompTIA Security+ Certification- Blended	Price Change	\$995.00	\$1,695.00	30	N/A
IT	NWT0815	Amazon AWS Solutions Architect Associate Certification	Price Change	\$1,695.00	\$1,995.00	56	N/A
IT	WSP0918	CIW Web Design Specialist Certification	Price Change	\$995.00	\$1,295.00	32	N/A
IT	NWT0814	CompTIA Cloud+ Certification	Price Change	\$995.00	\$1,295.00	24	N/A
IT	NWT0810	Amazon AWS Certified Cloud Practitioner Certification	Price Change	\$995.00	\$1,295.00	32	N/A
IT	HDW0702	Google IT Support Professional Certificate- Blended	Price Change	\$1,495.00	\$1,995.00	60	N/A
Manufacturing	MNF0201	Electrical Lineworker Program (with CDL)	Price Change	\$4,995.00	\$6,195.00	360	N/A
Manufacturing	MNF0202	Electrical Lineworker Program (without CDL)	Price Change	\$3,795.00	\$4,995.00	336	N/A
Manufacturing	MNF0050	Certified Production Technician (MSSC-CPT)	Price Change	\$1,295.00	\$1,695.00	120	N/A
Allied Health	HHP0426	Certified Clinical Medical Assistant 16 Week	Price Change	\$3,495.00	\$3,995.00	494	N/A
Business	SCM0100-3	Supply Chain Management Principles Online	Price Change	\$199.00	\$350.00	Self-paced	N/A

Business	SCM0200-3	Supply Chain: Customer Service Operations Online	Price Change	\$199.00	\$350.00	Self-paced	N/A
Business	SCM0700-3	Supply Chain: Demand Planning Online	Price Change	\$199.00	\$350.00	Self-paced	N/A
Business	SCM0600-3	Supply Chain: Inventory Management Online	Price Change	\$199.00	\$350.00	Self-paced	N/A
Business	SCM0800-3	Supply Chain: Manufacturing & Service Operations Online	Price Change	\$199.00	\$350.00	Self-paced	N/A
Business	SCM0300-3	Supply Chain: Transportation Operations Online	Price Change	\$199.00	\$350.00	Self-paced	N/A
Business	SCM0400-4	Supply Chain: Warehousing Operations Online	Price Change	\$199.00	\$350.00	Self-paced	N/A
Business	SCM0500-3	Supply Management & Procurement Online	Price Change	\$199.00	\$350.00	Self-paced	N/A

October 19, 2021

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: Florida Department of Economic Opportunity—Florida Job Growth Grant Fund—
SPC Enhancing Pathways to IT Careers

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to the Florida Department of Economic Opportunity in support of the Florida Job Growth Grant Fund: Workforce Training grant. Permission is sought to accept an estimated \$2,004,182 in funding over a three-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 purpose of the Florida Job Growth Grant Fund, under the category of Workforce Training, is to provide participants with transferable and sustainable workforce skills in targeted, high-demand occupations. SPC's proposal, *Enhancing Pathways to IT Careers (EPIC)*, will expand credit and non-credit pathways to employment in cloud computing and related Information Technology careers. Targeting the rapidly growing field of cloud computing, the project will launch workforce training courses to prepare individuals for industry certifications in Amazon Web Services (AWS). As one of the most widely used cloud platforms, AWS knowledge and skills are in high demand for today's IT workforce. The program will also strengthen existing IT degree programs through new cloud computing certificates and articulations, mentoring and internships. Working with the St. Pete Innovation District and IT business partners, the project will support the development of an IT internship program to build a pipeline to employment in IT. Funding will support program staff, a mobile classroom for on-site delivery of courses at various community and business locations, and tuition and certification exam fees for participants.

The estimated period of performance will be from January 1, 2022 through December 31, 2024. The total project budget is projected to be \$2,004,182, of which the College anticipates receiving the full amount. See attached Information Summary for additional information.

Matthew Liao-Troth, Vice President, Academic Affairs; Belinthia Berry, Acting Dean of Workforce Development; Suzanne L. Gardner, General Counsel; John Duff, Dean of Computer and Information Technology; and Jason Boys, Director, Workforce Education, recommend approval.

Attachment

ks0929212

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

Date of BOT Meeting: October 19, 2021

Funding Agency or Organization: Florida Department of Economic Opportunity

Name of Competition/Project: Florida Job Growth Grant Fund: Workforce Training – *Enhancing Pathways to IT Careers*

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 1/1/22 **End:** 12/31/24

Administrator: Belinthia Berry

Manager: TBD

Focus of Proposal:

The goal of SPC’s Enhancing Pathways to IT Careers (EPIC) initiative is to create a pipeline of qualified candidates for key targeted occupations in the Information Technology industry. To accomplish this, the project has three objectives: 1) expand short-term training and degree pathways in cloud computing, 2) work with industry partners to identify and address skills gaps for targeted high growth tech careers, and, 3) work with industry partners to develop a formal IT internship program and connect students to high demand IT jobs.

The EPIC, initiative will expand short-term training in cloud computing through the addition of Amazon Web Services (AWS) courses that prepare individuals for AWS industry certifications which are becoming more and more essential for IT professionals across an array of IT occupations, including software developers and database administrators. The initiative will expand degree pathways by establishing AWS articulations, and adding a sub-plan and certificate in cloud computing. The initiative will also include robust partnerships with local industry and organizations to assess any skills gaps in hiring local IT candidates and identify ways to address those gaps. Finally, the grant will support a partnership with the St. Pete Innovation District to create a unique internship program that engages multiple employers. A full-time program manager will be hired to oversee all program activities, partnerships and participant tracking. Funding will also support additional program staff, a mobile classroom for on-site delivery of courses at various community and business locations, and tuition and certification exam fees for participants. Collectively, these activities will support training for an estimated 500 individuals over the three-year grant period.

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 & Fringe	\$ 663,511
Equipment	\$ 66,158
Tuition and exam fees	\$ 307,440
Training Materials	\$ 21,413
Contract Services	\$ 381,650
Other (Marketing, Professional Development, Other Services)	\$ 115,300
Indirect Costs	<u>\$ 448,710</u>
Total Budget	\$ 2,004,182

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)	\$ 2,004,182
Total amount from funder:	\$ 2,004,182
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 Focus 3. Growth and Empowerment
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Strategic Initiative(s):	1. Program Planning Aligned with Jobs 2. Prepare Students for In-Demand Careers 3. Improve the Learning Experience
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September 14, 2021

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, President 

SUBJECT: Notice of Intent to Initiate the Baccalaureate Approval Process

Approval is sought to initiate the State of Florida approval process to offer two new baccalaureate level education programs.

The College seeks to submit the following Notice of Intent (NOI) {pursuant to 6A-14.095, Florida Administrative Code (F.A.C.)}. The NOI initiates the approval process to offer a Bachelor of Science in Secondary English Education (grades 6-12) and a Bachelor of Science in Secondary Social Science Education (grades 6-12).

The Bachelor of Science degrees in Secondary English Education and Secondary Social Science Education will help to meet the strong demand for teachers locally, and across the State of Florida, and will address the shortage that cannot be met locally; particularly with the uncertainty of other higher education institutions in the region.

The College of Education at SPC has a strong 20-year track of producing excellent teachers and was awarded a \$5,000,000 grant as a Center of Excellence in Elementary Education. SPC education graduates are highly sought after as evidenced by our placement rates.

Certification Area	SPC Placement Rate	State Placement Rate
Elementary Education	92	88
Exceptional Student Education	94	86
Middle Grades Science	100	83
Middle Grades Math	100	92
Secondary Math	83	84
Educator Preparation Institute (post-baccalaureate)	96	56

Most of our students live locally, and upon graduation are hired by Pinellas County Schools and surrounding districts. However, the COE has a statewide presence and has agreements with over 20 districts across Florida where students are placed for practicum and internship.

SPC graduates are successful in their careers with several being recognized as Teachers of the Year and other graduates have earned master's degrees and serve as principals in local schools.

These proposed BS degrees in Secondary English Education and Secondary Social Sciences will prepare graduates to meet the needs of students in grades 6-12 as well as other stakeholders and make meaningful contributions to the local economy.

Additional information in support of this request will be presented to the Board of Trustee in the formal approval application in January 2022.

Matthew Liao-Troth, Vice President for Instruction and Academic Programs recommends approval.

NOTICE OF INTENT

Form No. BAAC-01

Section 1007.33(5)(d), Florida Statutes (F.S.), and Rule 6A-14.095, Florida Administrative Code (F.A.C.), outline the requirements for Florida College System baccalaureate program proposals. The completed Notice of Intent form, incorporated in Rule 6A-14.095, F.A.C., Site Determined Baccalaureate Access, shall be submitted by the college president to the chancellor of the Florida College System at ChancellorFCS@fldoe.org.

CHECKLIST

The notice of intent requires completion of the following components:

- Program summary
- Program description
- Workforce demand, supply, and unmet need
- Planning process

FLORIDA COLLEGE SYSTEM INSTITUTION INFORMATION

Institution Name:	St. Petersburg College
Institution President:	Tonjua Williams, Ph.D.

PROGRAM SUMMARY

1.1	Program name.	Secondary English Education with Reading and ESOL Endorsement
1.2	Degree type.	<input checked="" type="checkbox"/> Bachelor of Science <input type="checkbox"/> Bachelor of Applied Science
1.3	How will the proposed degree program be delivered? (check all that apply).	<input type="checkbox"/> Face-to-face (F2F) (Entire degree program delivered via F2F courses only) <input type="checkbox"/> Completely online (Entire degree program delivered via online courses only) <input checked="" type="checkbox"/> Combination of face-to-face/online (Entire degree program delivered via a combination of F2F and online courses)
1.4	Degree Classification of Instructional Program (CIP) code (6-Digit).	13.1205 Secondary Education and Teaching (English)
1.5	Anticipated program implementation date.	Fall 2022
1.6	What are the primary pathways for admission to the program? Check all that apply.	<input checked="" type="checkbox"/> Associate in Arts (AA) <input type="checkbox"/> Associate in Science (AS) <input type="checkbox"/> Associate in Applied Science (AAS) If you selected AS/AAS, please specify the program: Click or tap here to enter text.
1.7	Is the degree program a STEM focus area?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
1.8	List program concentration(s) or track(s) (if applicable).	N/A

PROGRAM DESCRIPTION

2.1 This section is the **executive summary** of this notice of intent. We recommend providing an abbreviated program description including but not limited to: the program demand, current supply, and unmet need in the college's service district; primary pathways to program admission; overview of program curriculum; career path and potential employment opportunities; and average starting salary. We encourage approximately 300 words for a sufficient description.

The Florida Department of Education ranked (secondary) English as the third highest Critical Teacher Shortage area (out of 22) in 2020-21. This ranking is based on the percentage of courses taught by out-of-field certified teachers; the projected vacancies across the State; and the percentage of completers from teacher preparation programs. The total number of jobs projected for Secondary School Teachers in St. Petersburg College's (SPC) service area is 1,722, over the next seven years (see Table 3.1.1). Currently, the University of South Florida (USF) is the only public institution within SPC's immediate service area that offers Secondary English Teacher Education. USF's 2020-2021 Program Report indicates it had 29 completers. SPC's service area districts offer a competitive salary, with a median wage of \$61,489 (see Table 3.1.1).

The Secondary English Teacher Education program at SPC will meet the unique needs of its service area district. SPC enjoys a strong partnership with each of the districts in its service area and receives ongoing feedback on its existing teacher preparation programs through informal and formal events (e.g., advisory board meetings). As part of the program, students will engage in supplemental professional development learning alongside in-service teachers, enabling them to transition into their teacher induction phase equipped with an understanding of the pedagogical and cultural nuances of the districts. Emphasis on professional values and behaviors (dispositions) will be reinforced throughout the program via semester-based goals, self-reflection, and guided discussions with faculty. The program will include all requirements for both the Reading and ESOL endorsement.

Admission into the Secondary English Teacher Education program will require an A.A. degree from a regionally accredited school; completion of SPC's general education requirements and state-mandated prerequisites with a grade of C or higher; and a cumulative GPA of 2.5 in all college coursework.

WORKFORCE DEMAND, SUPPLY, AND UNMET NEED

3.1 Describe the workforce demand, supply, and unmet need for graduates of the program that incorporates, at a minimum, the shaded information from Sections 3.1.1 to 3.1.4. For proposed programs without a listed Standard Occupational Classification (SOC) linkage, provide a rationale for the identified SOC code(s). If using a SOC that is not on the CIP to SOC crosswalk, please justify why the SOC aligns with the baccalaureate program.

Secondary English teachers are on the Florida Department of Education's Critical Teacher Shortage list. In SPC's primary service district, the need for Secondary Education teachers is expected to increase, with an anticipated 948 openings (Table 3.1.1). The University of South Florida currently offers English/Language Arts Teacher Education (CIP 13.1305). The average number of degrees awarded over the past five years (2016-2020) is 38 (Table 3.1.3). The University of Tampa offers degrees in Secondary Education (CIP 13.1205). However, there are four majors* under this CIP and the average number of degrees awarded over the past five years is 8 (Table 3.1.3). Based on the projected number of job openings compared to the need being met by these institutions, there is an anticipated deficit of at least 74 graduates in this area (Table 3.1.4).

*Biology, English, Mathematics, and Social Sciences

ESTIMATES OF UNMET NEED

3.1.4 The Excel spreadsheet below is set up with predefined formulas. To activate the spreadsheet, right click within the spreadsheet, go to “Worksheet Object”, and then “Open”. To exit, save any changes and exit out of the spreadsheet. Alternatively, double click anywhere on the table. To exit the spreadsheet, single click anywhere outside of the table.

CLICK [HERE](#) FOR INSTRUCTIONS FOR COMPLETING THE ESTIMATES OF UNMET NEED SECTION: If institutions do not have data available for completers in the service district, please report statewide data. You may note these are statewide figures.

	Demand	Supply		Range of Estimated Unmet Need							
	(A)	(B)	(C)	(A-B)	(A-C)						
	Total Job Openings	Most Recent Year	5-year average or average of years available if less than 5 years	Difference	Difference						
DEO Total	119	32	45	87	74						
Other Totals				0	0						

3.2 Describe any other evidence of workforce demand and unmet need for graduates as selected by the institution, which may include qualitative or quantitative data and information not reflected in the data presented in Sections 3.1.1 to 3.1.4, such as local economic development initiatives, emerging industries in the area, or evidence of rapid growth.

Pinellas County Economic Development (PCED) describes the district as a “migration hub” with the number of people moving into Pinellas County exceeding the number of people moving out; this trend is expected to continue at a pace greater than projected due to COVID-19 relocations. Population forecasts show younger segments of the population (e.g., millennials with children) as being responsible for the growth in Pinellas County. Jobs in Pinellas, Hillsborough, Pasco, and Hernando reflect the growth of corporate and regional managing offices moving into the area, with projected increases of 5.5%, 10.7%, 16.4%, and 13.1% respectively by 2027. Finally, PCED projects elementary and secondary schools to have “substantial growth in employment” during this same time period.

Source: Pinellas County Economic Projection 2017-2027 (www.pced.org)

3.3 If the education level for the occupation identified by the Florida Department of Economic Opportunity (DEO) or the Bureau of Labor Statistics (BLS) presented in Tables 3.1.1 and 3.1.2 is below or above the level of a baccalaureate degree, provide justification for the inclusion of that occupation in the analysis.

N/A

3.4 Describe the career path and potential employment opportunities for graduates of the program.

Graduates from SPC’s program will be prepared for careers as Secondary English teachers in middle and high school settings (certification grades 6-12). Strong partnerships exist between SPC and its primary service districts. It is not uncommon for students to receive full-time teaching job offers during their final teaching internship. As of August 2021, SPC has partnerships with 41 school districts in Florida to host pre-service teacher candidates for their field placements. This number is expected to grow as SPC’s College of Education program options increase.

PLANNING PROCESS

4.1 Summarize the internal planning process. In timeline format, please describe the steps your institution took in completing the internal review and approval of the baccalaureate program. For example, summarize actions taken by the academic department proposing the degree, any non-academic departments, the college-wide curriculum committee, the college president, the Board of Trustees and any other areas.

Summer 2020	The College of Education Dean initiated discussions with the Dean of Communications, Vice President of Academic Affairs, and the College President.
Fall 2020	Discussions / share information / solicit input from the following: College of Education faculty, Dean and faculty (Communications Department), Vice President of Academic Affairs, and the College President.
Spring 2021	Solicit input from the Curriculum Department and ongoing conversations with faculty and deans.
9/14/2021	Present New Program Request to the Board of Trustees
9/15/2021	Submit Notice of Intent to Florida College System
9/30/2021	Meet with faculty to discuss progress of program request
10/15/2021	Program of Study initial draft
10/29/2021	Program of Study final draft
11/15/2021	Submit Program and Course Submission surveys to Curriculum Services; obtain approval from the Vice President of Academic Affairs
11/19/2021	Build Program of Study and Course Outlines in CurricUNET
12/13/2021	Submit Program of Study and Course Outlines in CurricUNET for C&I review
2/1 – 7/30/22	Develop courses; market program; recruit students
8/22/2022	First Admit Term (Fall 2022/0610)

4.2 Summarize the external planning process with the business and industry community. In timeline format, please describe your institution's interactions and engagements with external stakeholders, including but not limited to industry advisory boards meetings, discussions with advisory committees, briefings from local businesses, consultations with employers, and conducting paper and online surveys.

11/4/2020	Shared proposal with the College of Education Advisory Board.
12/15/2020	Regional College of Education discussion with the Vice President of Academic Affairs, SPC and PHSC Presidents, superintendents for Pinellas County Schools and Pasco County Schools, and the FLDOE.
01/04/2021	Additional Conversation with the College President regarding upcoming call with the Superintendent of Pinellas County Schools
01/26/2021	Meeting with the FLDOE and SPC College of Education and SPC's Director of Academic Services
02/09/2021	Meeting with the Dean of the College of Education and FLDOE's Bureau Chief, Educator Recruitment, Development and Retention to discuss degrees and shortage areas
02/16/2021	Meeting with SPC (College of Education, Director of Academic Services) and FLDOE's Director of Academic Affairs
4/5/2021	Discussed with the College of Education Advisory Board.
7/1/2021	Discussed with Pasco County Schools (including Superintendent)
7/15/2021	Meeting with Pinellas County Schools
8/13/2021	Meeting with USF (dean of COE); SPC dean of COE and VP of Academic Affairs
Fall 2021	Meeting with Pasco County Schools

4.3 List external engagement activities with public and nonpublic postsecondary institutions. This list shall include meetings and other forms of communication among external postsecondary institutions regarding evidence of need, demand, and economic impact.

4.3.1 Public Universities in College's Service District

Institution(s): University of South Florida

Activity Descriptions and Outcomes:

8/13/2021 Meeting with USF (dean of COE); SPC dean of COE and VP of Academic Affairs

9/13/2021 Obtain letter of acknowledgement/support for program

4.3.2 Regionally Accredited Institutions in College's Service District

Institution(s): University of Tampa

Activity Descriptions and Outcomes:

9/1/2021 Send letter of notification

9/13/2021	Obtain letter of acknowledgement/support for program
4.3.3	Institutions outside of College's Service District (If applicable)
N/A	

NOTICE OF INTENT

Form No. BAAC-01

Section 1007.33(5)(d), Florida Statutes (F.S.), and Rule 6A-14.095, Florida Administrative Code (F.A.C.), outline the requirements for Florida College System baccalaureate program proposals. The completed Notice of Intent form, incorporated in Rule 6A-14.095, F.A.C., Site Determined Baccalaureate Access, shall be submitted by the college president to the chancellor of the Florida College System at ChancellorFCS@fldoe.org.

CHECKLIST

The notice of intent requires completion of the following components:

- Program summary
- Program description
- Workforce demand, supply, and unmet need
- Planning process

FLORIDA COLLEGE SYSTEM INSTITUTION INFORMATION

Institution Name:	St. Petersburg College
Institution President:	Tonjua Williams, Ph.D.

PROGRAM SUMMARY

1.1	Program name.	Secondary Social Science Education
1.2	Degree type.	<input checked="" type="checkbox"/> Bachelor of Science <input type="checkbox"/> Bachelor of Applied Science
1.3	How will the proposed degree program be delivered? (check all that apply).	<input type="checkbox"/> Face-to-face (F2F) (Entire degree program delivered via F2F courses only) <input type="checkbox"/> Completely online (Entire degree program delivered via online courses only) <input checked="" type="checkbox"/> Combination of face-to-face/online (Entire degree program delivered via a combination of F2F and online courses)
1.4	Degree Classification of Instructional Program (CIP) code (6-Digit).	13.1205 Secondary Education and Teaching (Social Science)
1.5	Anticipated program implementation date.	Fall 2022
1.6	What are the primary pathways for admission to the program? Check all that apply.	<input checked="" type="checkbox"/> Associate in Arts (AA) <input type="checkbox"/> Associate in Science (AS) <input type="checkbox"/> Associate in Applied Science (AAS) If you selected AS/AAS, please specify the program: Click or tap here to enter text.
1.7	Is the degree program a STEM focus area?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
1.8	List program concentration(s) or track(s) (if applicable).	N/A

PROGRAM DESCRIPTION

2.1 This section is the **executive summary** of this notice of intent. We recommend providing an abbreviated program description including but not limited to: the program demand, current supply, and unmet need in the college's service district; primary pathways to program admission; overview of program curriculum; career path and potential employment opportunities; and average starting salary. We encourage approximately 300 words for a sufficient description.

The total number of jobs projected for Secondary School Teachers in SPC's service area is 1,722, over the next seven years (see Table 3.1.1). Currently, the University of South Florida (USF) is the only public institution within St. Petersburg College's (SPC) immediate service area that offers Social Science Education. USF's 2020-2021 Program Report indicates it had 28 completers. SPC's service area districts offer a competitive salary, with a median wage of \$61,489 (see Table 3.1.1).

The Secondary Social Science Education program at SPC will meet the unique needs of its service area district. SPC enjoys a strong partnership with each of these districts and receives ongoing feedback on its existing teacher preparation programs through informal and formal events (e.g., advisory board meetings). As part of the program, students will engage in supplemental professional development learning alongside in-service teachers, enabling them to transition into their teacher induction phase equipped with an understanding of the pedagogical and cultural nuances of the districts. Emphasis on professional values and behaviors (dispositions) will be reinforced throughout the program via semester-based goals, self-reflection, and guided discussions with faculty. The program will include all requirements for ESOL endorsement.

Admission into the Secondary Social Science Teacher Education program will require an A.A. degree from a regionally accredited school; completion of SPC's general education requirements and state-mandated prerequisites with a grade of C or higher; and a cumulative GPA of 2.5 in all college coursework.

WORKFORCE DEMAND, SUPPLY, AND UNMET NEED

3.1 Describe the workforce demand, supply, and unmet need for graduates of the program that incorporates, at a minimum, the shaded information from Sections 3.1.1 to 3.1.4. For proposed programs without a listed Standard Occupational Classification (SOC) linkage, provide a rationale for the identified SOC code(s). If using a SOC that is not on the CIP to SOC crosswalk, please justify why the SOC aligns with the baccalaureate program.

In SPC's primary service district, the need for Secondary Education teachers is expected to increase, with an anticipated 948 openings (Table 3.1.1). The school district in SPC's primary service area expressed a desire for more Secondary Social Sciences teachers. The University of South Florida currently offers Social Sciences Teacher Education (CIP 13.1317). The average number of degrees awarded over the past five years (2016-2020) is 29 (Table 3.1.3). The University of Tampa offers degrees in Secondary Education (CIP 13.1205). However, there are four majors* under this CIP and the average number of degrees awarded over the past five years is 8 (Table 3.1.3). Based on the projected number of job openings, there is an anticipated deficit of at least 82 *Secondary Education and Teaching* graduates (Table 3.1.4).

*Biology, English, Mathematics, and Social Sciences

ESTIMATES OF UNMET NEED

3.1.4 The Excel spreadsheet below is set up with predefined formulas. To activate the spreadsheet, right click within the spreadsheet, go to “Worksheet Object”, and then “Open”. To exit, save any changes and exit out of the spreadsheet. Alternatively, double click anywhere on the table. To exit the spreadsheet, single click anywhere outside of the table.

CLICK [HERE](#) FOR INSTRUCTIONS FOR COMPLETING THE ESTIMATES OF UNMET NEED SECTION: If institutions do not have data available for completers in the service district, please report statewide data. You may note these are statewide figures.

	Demand	Supply		Range of Estimated Unmet Need							
	(A)	(B)	(C)	(A-B)	(A-C)						
	Total Job Openings	Most Recent Year	5-year average or average of years available if less than 5 years	Difference	Difference						
DEO Total	119	31	37	88	82						
Other Totals				0	0						

3.2 Describe any other evidence of workforce demand and unmet need for graduates as selected by the institution, which may include qualitative or quantitative data and information not reflected in the data presented in Sections 3.1.1 to 3.1.4, such as local economic development initiatives, emerging industries in the area, or evidence of rapid growth.

Pinellas County Economic Development (PCED) describes the district as a “migration hub” with the number of people moving into Pinellas County exceeding the number of people moving out; this trend is expected to continue at a pace greater than projected due to COVID-19 relocations. Population forecasts show younger segments of the population (e.g., millennials with children) as being responsible for the growth in Pinellas County. Jobs in Pinellas, Hillsborough, Pasco, and Hernando reflect the growth of corporate and regional managing offices moving into the area, with projected increases of 5.5%, 10.7%, 16.4%, and 13.1% respectively by 2027. Finally, PCED projects elementary and secondary schools to have “substantial growth in employment” during this same time period.

Source: Pinellas County Economic Projection 2017-2027 (www.pced.org)

3.3 If the education level for the occupation identified by the Florida Department of Economic Opportunity (DEO) or the Bureau of Labor Statistics (BLS) presented in Tables 3.1.1 and 3.1.2 is below or above the level of a baccalaureate degree, provide justification for the inclusion of that occupation in the analysis.

N/A

3.4 Describe the career path and potential employment opportunities for graduates of the program.

Graduates from SPC’s program will be prepared for careers as Secondary Social Science teachers in middle and high school settings (certification grades 6-12). Strong partnerships exist between SPC and its primary service districts. It is not uncommon for students to receive full-time teaching job offers during their final teaching internship. As of August 2021, SPC has partnerships with 41 school districts in Florida to host pre-service teacher candidates for their field placements. This number is expected to grow as SPC’s College of Education program options increase.

PLANNING PROCESS

4.1 Summarize the internal planning process. In timeline format, please describe the steps your institution took in completing the internal review and approval of the baccalaureate program. For example, summarize actions taken by the academic department proposing the degree, any non-academic departments, the college-wide curriculum committee, the college president, the Board of Trustees and any other areas.

Summer 2020	The College of Education Dean initiated discussions with the Dean of Social and Behavioral Sciences, Vice President of Academic Affairs, and the College President.
Fall 2020	Discussions / share information / solicit input from the following: College of Education faculty, Dean of Social and Behavioral Sciences, Vice President of Academic Affairs, and the College President.
Spring 2021	Solicit input from the Curriculum Department and ongoing conversations with faculty and deans.
9/14/2021	Present New Program Request to the Board of Trustees
9/15/2021	Submit Notice of Intent to Florida College System
9/30/2021	Meet with faculty to discuss progress of program request
10/15/2021	Program of Study initial draft
10/29/2021	Program of Study final draft
11/15/2021	Submit Program and Course Submission surveys to Curriculum Services; obtain approval from the Vice President of Academic Affairs
11/19/2021	Build Program of Study and Course Outlines in CurricUNET
12/13/2021	Submit Program of Study and Course Outlines in CurricUNET for C&I review
2/1 – 7/30/22	Develop courses; market program; recruit students
8/22/2022	First Admit Term (Fall 2022/0610)

4.2 Summarize the external planning process with the business and industry community. In timeline format, please describe your institution's interactions and engagements with external stakeholders, including but not limited to industry advisory boards meetings, discussions with advisory committees, briefings from local businesses, consultations with employers, and conducting paper and online surveys.

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01/04/2021	Additional Conversation with the College President regarding upcoming call with the Superintendent of Pinellas County Schools
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7/1/2021	Discussed with Pasco County Schools (including Superintendent)
7/15/2021	Meeting with Pinellas County Schools
8/13/2021	Meeting with USF (dean of COE); SPC dean of COE and VP of Academic Affairs
Fall 2021	Meeting with Pasco County Schools

4.3 List external engagement activities with public and nonpublic postsecondary institutions. This list shall include meetings and other forms of communication among external postsecondary institutions regarding evidence of need, demand, and economic impact.

4.3.1 Public Universities in College's Service District

Institution(s): University of South Florida

Activity Descriptions and Outcomes:

8/13/2021 Meeting with USF (dean of COE); SPC dean of COE and VP of Academic Affairs

9/13/2021 Obtain letter of acknowledgement/support for program

4.3.2 Regionally Accredited Institutions in College's Service District

Institution(s): University of Tampa

Activity Descriptions and Outcomes:

9/1/2021 Send letter of notification

9/13/2021	Obtain letter of acknowledgement/support for program
4.3.3 Institutions outside of College's Service District (If applicable)	
N/A	

October 19, 2021

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: Tonjua Williams, President 
SUBJECT: Project Number 1707-U-22-0, Cleaning & Restoration of Air Handling Equip CW

Approval is sought to approve the proposals and to issue all necessary purchase orders to Pure Air Control Services, Inc. using Federal COVID Relief Act, Higher Education Emergency Relief Fund (HEERF) for Project Number 1707-U-22-0, Cleaning & Restoration of Air Handling Equip CW

Pure Air Control Services, Inc. was selected through E&I Cooperative Services, Master Agreement Number CNR01488. Pure Air Control Services, Inc. has submitted Proposals for scope described below not to exceed \$3,544,728.00 in total.

Project Description: The cleaning, refurbishment, and replacement of air handling units, including, coils, ducts, blower fans, housings, and outside air plenums at the Clearwater, Seminole, Gibbs, Epi, and Downtown/Midtown Campuses in an effort to mitigate the spread of COVID-19 in college buildings

Tonjua Williams, President; Janette Hunt, Vice President, Finance and Business Operations; and Rodney Wheaton, Associate Vice President, Facilities Planning and Institutional Services, recommend approval.

October 19, 2021

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, President 

SUBJECT: Audits and Other Statutory Requirements of Direct Support Organizations, April, 2020, Through March 31, 2021

In accordance with Section 1004.70, Florida Statutes, the annual financial audits, the audit-associated Reports to the Board of Directors reports, and the Federal Internal Revenue Service Return of Organization Exempt from Income Tax forms (Form 990) of the following direct-support organizations are submitted for your approval and authorization to submit to the appropriate agencies in Tallahassee:

- St. Petersburg College Foundation, Incorporated
- The Leepa-Rattner Museum of Art, Incorporated
- Institute for Strategic Policy Solutions

All of the above St. Petersburg College direct-support organizations are in compliance with the Board of Trustees Rule 6Hx23-1.33 that states they shall make provisions for an annual audit of their financial accounts, to be conducted by an independent certified public accountant. The annual audit report shall be submitted to the Auditor General, the State Board of Education and the Board of Trustees.

Each auditor's report states that each set of financial statements presented fairly, in all material respects, the net assets of each respective direct-support organization as of March 31, 2021.

Attachments

Janette Hunt, Vice President, Finance and Business Operations; Mike Meigs, Associate Vice President, Business & Financial Services; Jesse Turtle, Vice President Institutional Advancement/Executive Director, SPC Foundation, Inc.; Rodrigo Davis, Provost, Tarpon Springs Campus, Leepa Rattner Museum; and Kimberly Jackson, Executive Director, Institute for Strategic Policy Solutions, recommend approval.

SPC St. Petersburg College Foundation, Inc.

October 19, 2021

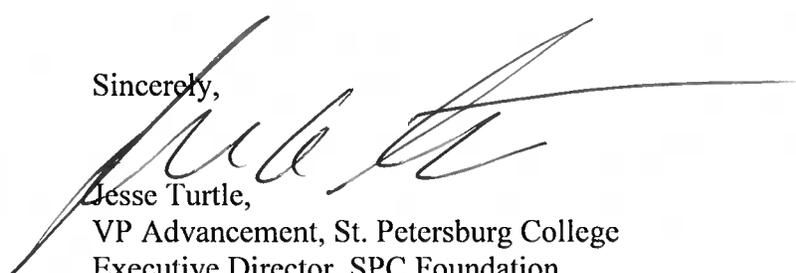
Dr. Tonjua Williams, Ph.D.
President
St. Petersburg College
P.O. Box 13489
St. Petersburg, FL 33733

Dear President Williams:

This letter is to confirm to you and the Board of Trustees that St. Petersburg College Foundation, Inc., certified as a community college direct-support organization, is in full compliance with S1004.70, Florida Statutes.

This information is provided as required by the Board of Trustees Rule 6Hx23-1.33.

Sincerely,



Jesse Turtle,
VP Advancement, St. Petersburg College
Executive Director, SPC Foundation

JAT/eq



Institute for Strategic Policy Solutions
St. Petersburg College | Seminole Campus
Kimberly G. Jackson, Esq.
Executive Director
727-398-8286 | jackson.kim@spcollege.edu
isps.spcollege.edu | facebook.com/SPCISPS

October 1, 2021

Dr. Tonjua Williams, Ph.D. President
St. Petersburg College
P.O. Box 13489
St. Petersburg, FL 33733

Dear President Williams,

This letter is to confirm to you and the Board of Trustees that the Institute for Strategic Policy Solutions, Inc., certified as a community college direct-support organization, is in full compliance with S1004.70, Florida Statutes. This information is provided as required by the Board of Trustees Rule 6Hx23-1.33.

Sincerely,

Kimberly G. Jackson, Esq.
Executive Director
Institute for Strategic Policy Solutions, Inc.

Leepa-Rattner Museum *of Art*
at St. Petersburg College



September 22, 2021
Dr. Tonjua Williams, President
St. Petersburg College
P.O. Box 13489
St. Petersburg, FL 33733

Dear President Williams,

This letter certifies to you and the Board of Trustees of St. Petersburg College that The Leepa-Rattner Museum of Art, Inc. a certified direct-support organization of St. Petersburg College, is in full compliance with S1004.70, Florida Statutes.

This information is provided as required by the Board of Trustees Rule 6Hx23-1.33

Sincerely,

A handwritten signature in dark ink, consisting of a large, stylized 'R' followed by a long horizontal stroke.

Rodrigo M. Davis, Ph.D.
Provost, Tarpon Springs campus and
The Leepa-Rattner Museum of Art

Cc Rebecca Turner

October 2021

Programs

September 28th, 2021 @ SPC Clearwater Campus (6:00 pm to 7:00 pm)

Growing Jobs in Florida: Workforce Development

ISPS hosted an in-depth forum discussing Florida's workforce. Representative Chris Latvala and Dr. Cynthia Johnson, Director of Pinellas County Economic Development, provided insight into both recruiting businesses to relocate to the state of Florida and the current trends in Florida's workforce. SPC's Acting Dean of Workforce Belinthia Berry moderated the conversation.

October 19th, 2021 @ Tarpon Springs Distillery (6:00 pm to 7:00 pm)

The Minimum Wage and Florida's Businesses

Small business leaders will discuss the minimum wage and how recruiting and retaining the workforce has changed in 2021.

October 28th, 2021 @ SPC Seminole Campus (6:00 pm to 7:00 pm)

The Terri Schiavo Case with Judge Greer

Participants will engage with George Greer, the judge of the Terri Schiavo case, about his role and the case's legacy.

ISPS - Executive News

October 5th, 2021 (6:00 pm to 7:15 pm)

Mayor's Arts Forum

Kimberly Jackson moderated the Mayor's Arts Forum, which covered the following topics: arts funding, advancing the City as an arts and cultural destination, affordable housing for artists, main street programs, arts as an economic driver, arts & tourism, diversity, equity & inclusion within our arts culture, along with audience questions.

ISPS and Kimberly Jackson will partner on the following programs throughout October: 1) USF's Presentation with Dr. Robert Bullard on October 20th, 2) St. Pete Free Clinic's Talkback on October 21st, 3) Academy Prep's Breakfast on October 21st and 4) SPC's Discovery Day on October 26th.

To celebrate Constitution Day, Kimberly Jackson [interviewed](#) Pinellas County Supervisor of Elections Julie Marcus about the City of St. Petersburg's Primary Election. ISPS will publish interviews with Congressman Gus Bilirakis and Corporal Bryan Banner of the Pasco County Sheriff's Office soon.



Kindly follow us on:



Kimberly G. Jackson, Esq.
Executive Director
ISPS

Foundation Report

BOT October Update

Mission Moment

A significant challenge in my life that has shaped my short-and long-term academic and career goals was when I was diagnosed with a benign brain tumor directly behind my eyes as a child in the first grade. Following my diagnosis, I underwent a biopsy where they surgically removed a portion of the tumor in order to test it and devise a treatment plan. From there, chemotherapy began to attempt to shrink the tumor because it caused a glaucoma (increased pressure within the eyeball, which can cause loss of sight) and monthly MRI scans became a normal part of my life.

With treatments came limitations on what I was able to do in my personal time. In order to prevent injury to my head and protect myself while having a weakened immune system from chemo, I was unable to participate in any activity that would leave me fatigued or possibly injured. As I spent more time in the hospital, I began to miss school frequently over the years due to treatments, follow-ups, and brain scans. As I got older, I began to desperately desire to be at school daily to fulfill that sense of normalcy, becoming my safe haven and motivating me to excel in all of my classes despite me missing so many days, because it was the only portion of my life, I had control over.

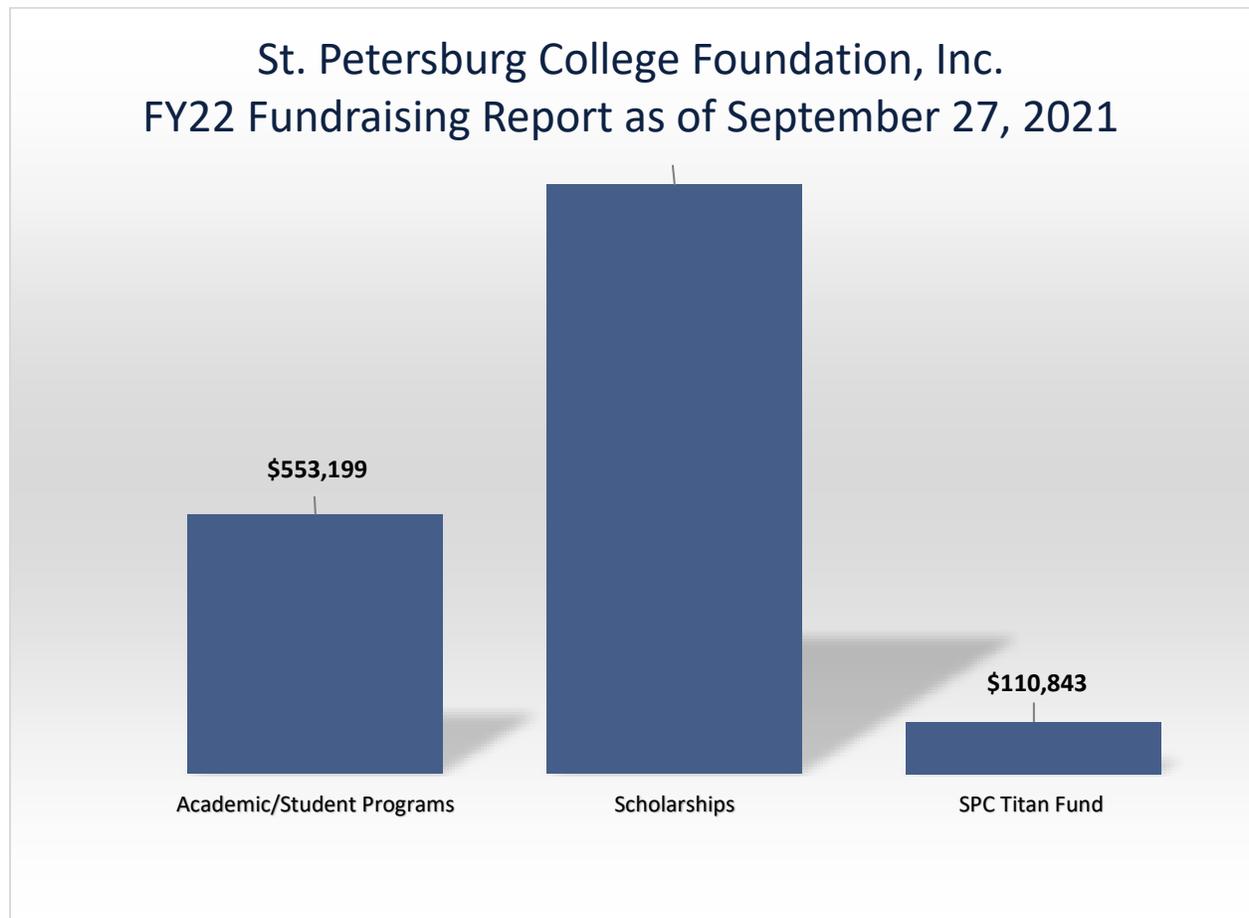
Since then, I have remained healthy while maintaining my academic standing, become the President of my Phi Theta Kappa Honor Society chapter, run for International Office, and become Chief Medical Scribe. Giving up your childhood to an illness can drive you to excel academically because it becomes the only thing you can do, and that motivator has lit a fire in me that to this day continues to burn strong. It has also influenced my career goals with a deep passion of becoming a Pediatric Neurologist, being on the other side of the story, comforting and treating my patients in the same way my team of doctors was able to do for me and make a difference in my life.

Being a recipient of a St. Petersburg College Foundations Scholarship would have an immense impact on my educational goals because it would not only aid in alleviating some of the financial burden that comes from pursuing an education, but it would allow me to maximize my educational opportunities by allowing me to allocate more time with the college and my academics, as opposed to taking away some of this time to put toward working additional overtime hours. This in turn would allow me to get closer to my ultimate career goals. I would make an excellent candidate for a Foundations Scholarship because I have exemplified both academic excellence and leadership both in the community and in the classroom. Not only have

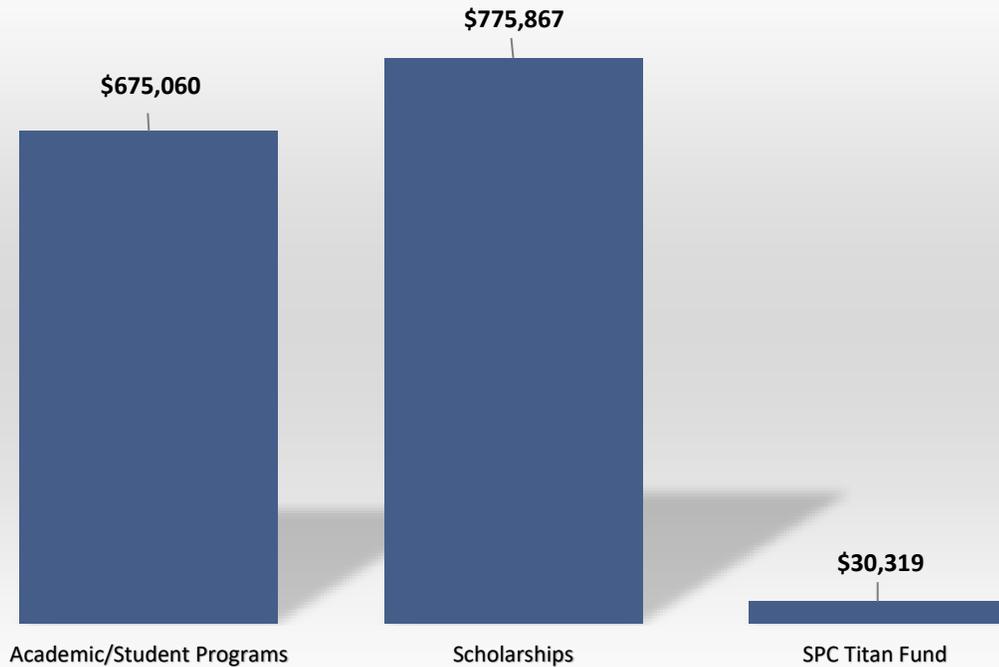
I achieved earning my Associates degree simultaneously as my high school diploma, but I have also been able to balance my academics with extracurriculars while working.

In addition to being the President of the Beta Theta Omega chapter of Phi Theta Kappa Honor Society, I have also run a food drive for Pinellas Hope, renovated the food pantry on the Seminole Campus, done various beach cleanups, represented St. Petersburg College at Phi Theta Kappa regional and international conventions, and ran for International Office in the Honor Society, all while working as Chief Medical Scribe for Scribe America. I have shown consistent reliability and leadership in my community and will strive to continue to make contributions to St. Petersburg College and represent our college well.

Dashboard



St. Petersburg College Foundation, Inc.
FY21 Fundraising Report as of September 27, 2020



Fund Category	FY22	FY21	Percentage +/-
Academic/Student Programs	\$ 553,199	\$ 675,060	-18%
Scholarships	\$ 1,256,714	\$ 775,867	62%
SPC Titan Fund	\$ 110,843	\$ 30,319	266%
Total:	\$ 1,920,756	\$ 1,481,246	30%

Expense Report:

As of **August 31, 2021**, the Foundation provided the following support to SPC:

- **\$374,964** in scholarships to SPC students.
- **\$857,934** in program support, providing support to such programs as
 - Alumni Association
 - Academic Affairs Department
 - African American Male Initiative
 - Athletic Boosters
 - Business Plan & Elevator Pitch Competition
 - College of Education

- College of Nursing
- Grants Department
- Humanities & Fine Arts Department
- Learning Resources Centers
- Mental Health Awareness/Allied Health
- Natural Sciences
- Palladium Theater
- Social Justice Initiative
- SPC Collegiate High School
- Veterinary Technology Program
- Women on the Way & Keys to Manhood
- Workforce Development

Success (since the last meeting)

- Dr. Leslie Hafer, Provost - St. Petersburg/Gibbs Campus, was honored by Girls, Inc. as a woman of STEAM (Science, Technology, Engineering, Arts, Math). The Foundation hosted a table for this esteemed honor.
- The Foundation is in the middle of their search for three open positions within the Foundation. Associate Director of Development which will assist the Executive Director of Development in securing gifts to the College. Annual Giving and Engagement Coordinator who will be responsible for implementing an annual gift program and a Senior Administrative Services Specialist.

Topic of the Month

- Employee annual campaign

Opportunities for Board Engagement

- Help identify new Foundation Board members by bringing suggestions to Dr. Williams and Jesse Turtle.



Palladium Board Report October 2021

1. The Palladium is in the process of creating an advisory board and a Capital Campaign committee. Our goal is to have the six (6) person advisory board in place by November 2021. That board will meet quarterly. The Capital Campaign committee, which will start work in January on the Palladium's \$6.1 million capital campaign, will be in place by mid-November.
2. The Palladium hosted the St. Petersburg Mayoral Candidate Forum on the Arts on Tuesday, October 5th. We partnered with the St. Petersburg Arts Alliance and SPC's Center Institute for Strategic Policy Solutions. The event was free and open to the public with limited seating of 300 people.
3. The Palladium completed and submitted grant requests to the City of St. Petersburg and federal shuttered venue grant program. We coordinated those efforts with the SPC Foundation and the college grants office.
4. In response to the increased COVID numbers, The Palladium has delayed the reopening of the Side Door Cabaret. All shows are happening in Hough Hall with limited capacity seating and lots of room for people to spread out. We continue to follow SPC safety guidelines.
5. The Palladium's partnership with **WUSF Radio** continues with *Side Door Live* audio-only concerts airing on the first Friday of each month.

September 30, 2021

MEMORANDUM

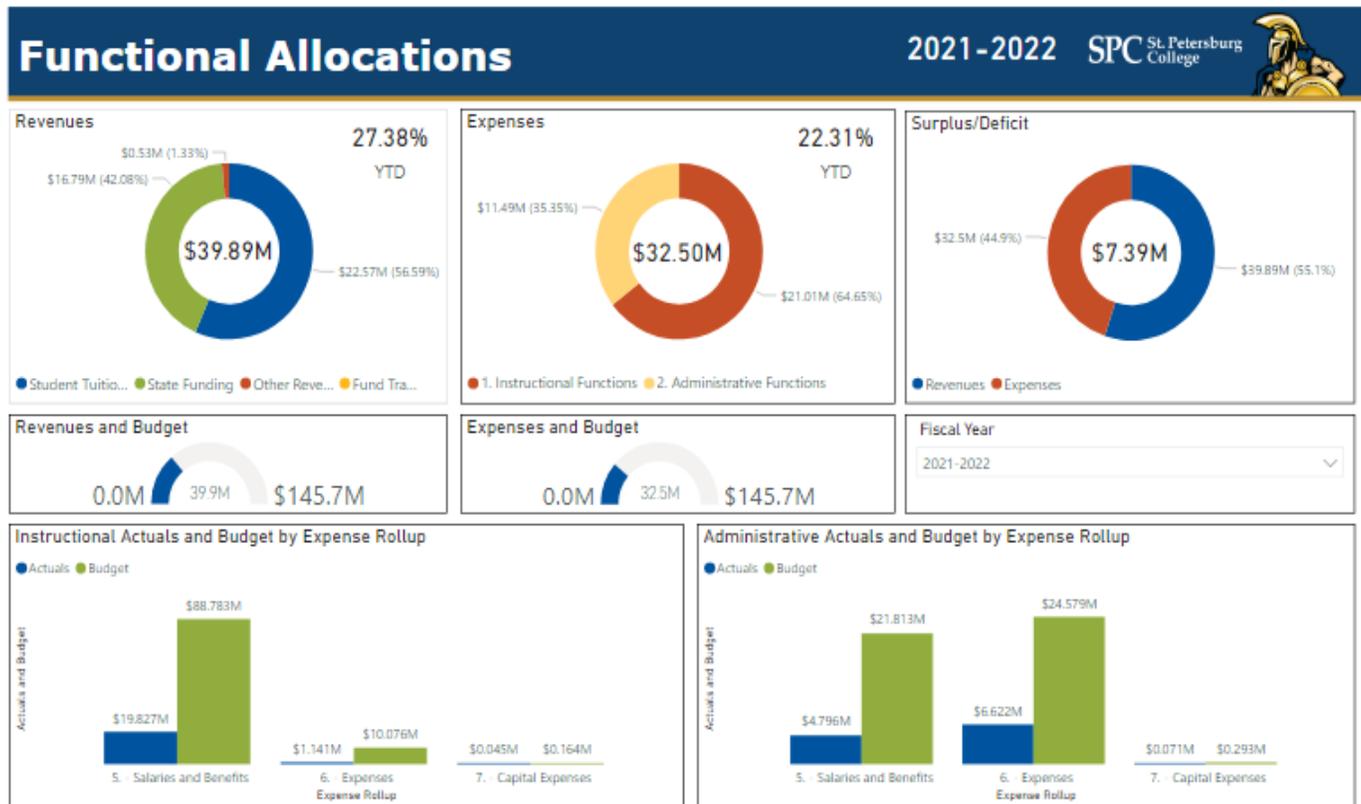
TO: Board of Trustees, St. Petersburg College

FROM: Dr. Tonjua Williams, President 

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

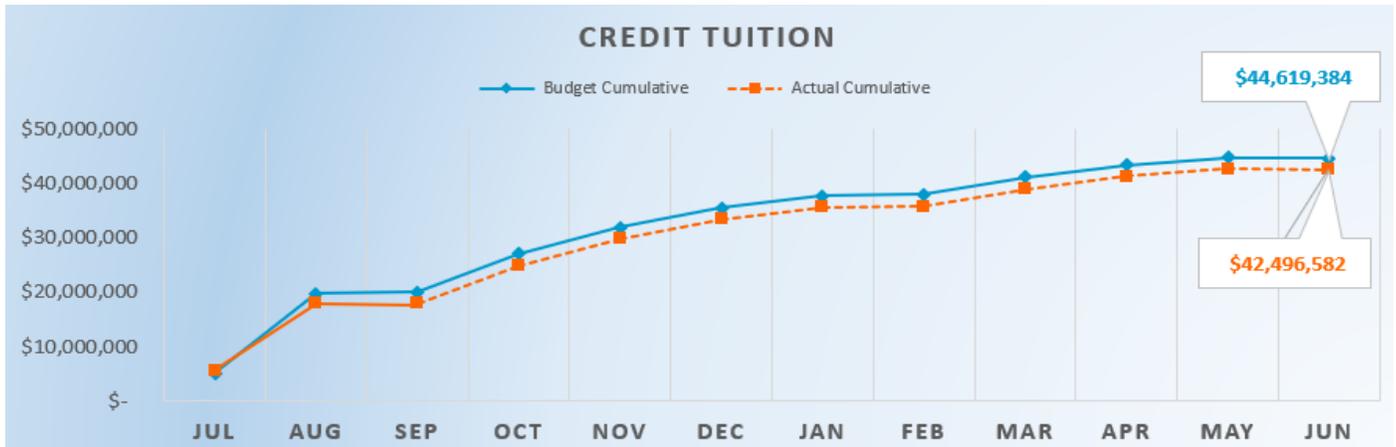
The FY21-22 fund 1 operating budget report through September 30, 2021, is attached.

As of September 28, 2021, the overall revenue was \$39.89M, which represents 27.38 % of the operating budget. The overall expense was \$32.50M, which represents 22.31 % of the operating budget. Personnel expense represents 75.9 % of the annual operating budget. As of this report date, personnel expense totals \$24.6M or 22.3 % of the total budget of personnel expenses. Instructional personnel expenses account for \$19.8M and \$4.8M for administration personnel expenses. Current and capital expense totals \$7.9M. The net balance of revenue less expense is \$7.39M.

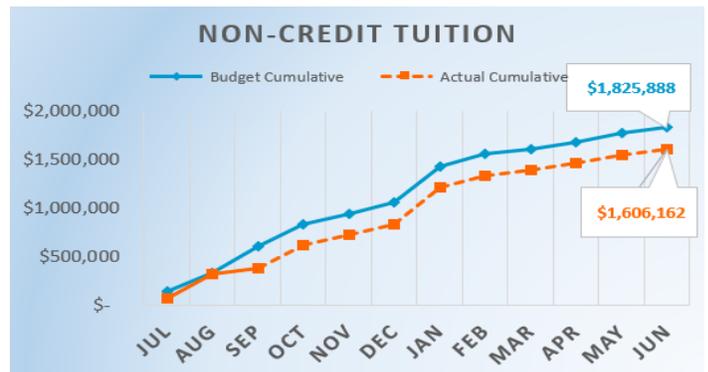


Displayed below are charts for projected tuition revenue. There are three types of tuition revenue; credit tuition, non-credit tuition, and postsecondary adult vocational tuition.

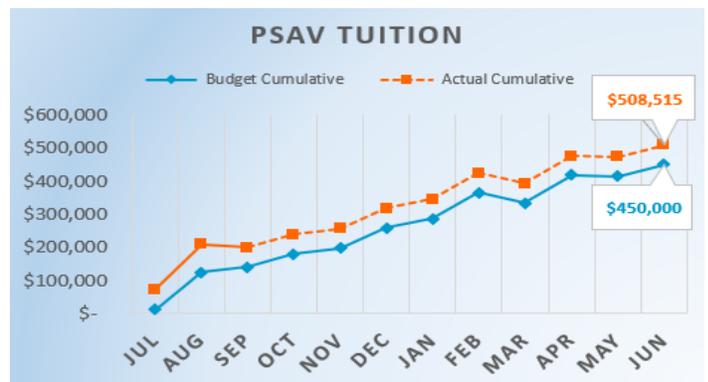
Credit Tuition Revenue – The chart below displays the credit tuition portion of the budget to the trending projected amount. As of September 28, 2021, the tuition projected is \$2.1M below the budgeted amount.



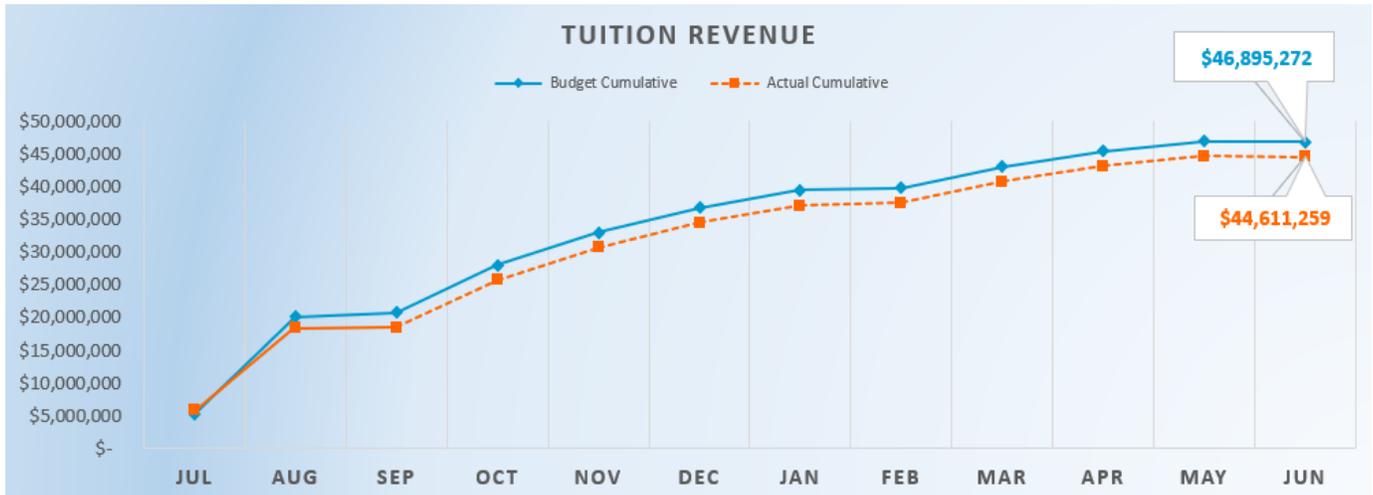
Non-Credit Tuition Revenue – The chart to the right displays the non-credit portion of the budget to the trending projected amount. As of September 28, 2021, the tuition projected is \$219K below the budgeted amount.



Postsecondary Adult Vocational Tuition Revenue – The chart to the right displays the Postsecondary Adult Vocational (PSAV) portion of the budget to the trending projected amount. As of September 28, 2021, the tuition projection is \$58K above the budgeted amount.



Total Tuition Revenue - The chart below displays the total operating tuition budget to the trending projected amount. As of September 28, 2021, the overall tuition projected is \$2.2M below the budgeted amount.



Dr. Hector Lora, Vice President, Budgeting.

Attachment



**Operating Budget Report
September, 30 2021**

	Budget		Actual		% of YTD
Revenue					
Student Tuition & Fees	\$ 57,751,790	\$	22,572,544		39%
State Funding	\$ 79,949,374	\$	16,786,139		21%
Other Revenues	\$ 6,658,195	\$	532,484		8%
Fund Transfers In	\$ 1,350,000	\$	-		0%
Total Revenue	\$ 145,709,359	\$	39,891,167		27%
	Budget		Actual		% of YTD
Expenses					
Instruction	\$ 56,541,073	\$	13,039,117		23%
Public Sevcies	\$ 995	\$	-		0%
Academic Support	\$ 21,246,259	\$	4,314,289		20%
Student Support	\$ 21,235,525	\$	3,659,672		17%
Total Instructional	\$ 99,023,852	\$	21,013,078		21%
Institutional Support	\$ 21,108,914	\$	5,458,897		26%
Physical plant Operation and Maintenance	\$ 17,341,561	\$	4,146,308		24%
Student Financial Assistance	\$ 6,479,219	\$	1,117,899		17%
Contingency, Transfer, Etc	\$ 1,755,813	\$	766,881		44%
Total Administrative	\$ 46,685,507	\$	11,489,985		25%
Total Operating Expenses	\$ 145,709,359	\$	32,503,063		22%
Balance	\$ -	\$	7,388,104		

*FY2021-22 excludes Net Pension adjustments.

October 19, 2021

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: Tonjua Williams, President 
SUBJECT: Removal of Certain Assets from Property Inventory

This Memo is for informational purposes and fulfills the requirement of Florida Statute 274.07 for the recording of the disposition of government property into the Board Meeting minutes. The following assets have been approved by the Survey Committee for removal from the inventory and have a current Net Book value of \$0.

Tag Number	Description	Acq Date
03906	TVM Modulator 5Ch-T8	3/1/1989
04986	Repeater: ITFS	4/1/1982
04987	ITFS Repeater UHF Ch 13 In	6/1/1982
06212	ITFS Repeater/Transmitter	10/1/1991
07463	Television Modulator	2/1/1993
07464	Television Transmitter	2/1/1993
08612	Uhf Base Station: Motorola	3/1/1994
09535	U Shaped Station	7/1/1995
09659	U Shaped Station W/Rht B	8/1/1995
11195	Desk w/Upper Storage	6/20/1997
11196	Desk w/Upper Storage	6/20/1997
11197	Desk w/Upper Storage	5/19/1997
11198	Desk w/Upper Storage	5/19/1997
11199	Desk w/Upper Storage	5/19/1997
11200	Desk w/Upper Storage	5/19/1997
11201	Desk: U Shaped	5/19/1997
11202	Desk: U Shaped	6/30/1997
11203	Desk: U Shaped	6/20/1997
11204	Desk: U Shaped	6/20/1997
14430	Server: Dell PowerEdge 2550	6/27/2001
15263	UPS	11/10/1999
16297	Duplicator: APS	2/3/2000
16298	Projector: PLUS	2/3/2000
20441	APC Smart-UPS	11/8/2001
20952	Computer: Dell GX240	11/13/2001
22166	Fabric Enhanced Switch: Cisco	4/19/2002
22358	UPS: Smart	8/9/2002
23286	Switch: Extreme 48	8/12/2002

Tag Number	Description	Acq Date
23287	Switch: Extreme 48	8/12/2002
24098	Projector: Plus	5/12/2003
25169	Chassis: Catalyst 4000	9/6/2002
26257	Wireless Lavalier Mic System	8/20/2003
26260	Wireless Lavalier Mic System	8/20/2003
26262	Wireless Lavalier Mic System	8/20/2003
27165	APC Smart UPS	9/13/2004
27169	Switch: Cisco Catalyst 6509	9/13/2004
27365	Server: Dell 2600	1/5/2004
27682	Laptop Computer: Dell Latitude	4/14/2004
28062	XServer: Apple G5	6/29/2004
28277	Switch: Cisco Catalyst	10/6/2004
28611	APC Smart UPS	9/22/2004
28613	APC Smart UPS	9/22/2004
28659	Switch: Cisco Catalyst 6509	11/3/2004
28673	Switch: Cisco Catalyst	11/11/2004
28693	RGB & Audio Switcher: Extron	12/3/2004
28899	Scan Converter: TAV200	12/2/2004
28901	Digital SLR Camera: Nikon	12/13/2004
28902	Digital SLR Camera: Nikon	12/13/2004
28933	DSR KVM Switch	2/17/2005
29000	QM Receiver/Processor: Crestron	10/12/2004
29001	QM Receiver/Processor: Crestron	10/12/2004
29002	QM Distribution Ctr: Crestron	10/12/2004
29003	QM Distribution Ctr: Crestron	10/12/2004
29008	Projector: Eiki	10/12/2004
29009	Projector: Eiki	10/12/2004
29042	Catalyst 3560: Cisco	12/14/2004
30115	UPS: Smart 7500	10/13/2005
30130	APC: Smart UPS XL 2200VA	4/3/2006
30330	Presenter-Elmo	6/21/2006
30470	65" Plasma- Panasonic	6/16/2006
30565	Computer: Dell GX280	6/7/2005
30584	Switch: Cisco 3560	6/8/2005
30597	Projector: Plus	6/10/2005
30905	Switches: Cisco Catalyst 3560	7/25/2005
30908	Switches: Cisco Catalyst 3560	7/25/2005
31135	Computer: Dell GX280	6/14/2005
31611	Computer: Dell GX280	9/14/2005
31801	Visual Presenter: Elmo	10/21/2005
31802	Visual Presenter: Elmo	10/21/2005
32010	Computer: Dell Latitude D820	5/8/2006
32115	Computer: Dell GX520	8/19/2005
32256	Computer: Dell GX620	8/25/2005
32263	Computer: Dell GX620	8/25/2005
32274	Computer: Dell GX620	8/25/2005

Tag Number	Description	Acq Date
32328	Computer: Dell GX620	8/23/2005
32433	Battery Backup	4/21/2006
32434	Battery Backup	4/21/2006
32435	Battery Backup	4/21/2006
32554	Computer: Dell GX620	9/1/2005
32557	Computer: Dell GX620	9/1/2005
32595	Computer: Dell GX620	9/1/2005
32858	Panasonic 50" Plasma	6/9/2006
32994	Projector: Toshiba	10/5/2005
32995	Projector: Toshiba	10/5/2005
33322	Computer: Dell GX620	12/9/2005
33340	Computer: Dell GX620	1/9/2006
33346	Computer: Dell GX620	1/9/2006
33791	Projector: Eiki	6/26/2006
33792	Projector: Eiki	6/26/2006
33804	Projector: Eiki	6/26/2006
33817	Projector: Eiki	6/26/2006
34082	Server: Dell PowerEdge 2850	5/2/2006
34431	Laptop Computer: Dell Latitude	5/30/2006
34562	DNF Control Panel	9/7/2006
34696	Dell Dual Core	5/3/2007
34697	Dell Dual Core	5/3/2007
34911	Smart UPS	2/16/2007
34912	AC Power Supply for US	2/16/2007
35024	Computer: Dell GX620	9/5/2006
35046	CISCO Catalyst 13 Slot Chassis	9/25/2006
35124	OptiPlex 745	12/11/2006
35166	Computer: OptiPlex 745	12/11/2006
35214	Video Storage RAID	9/27/2006
35262	Laptop Computer: Dell Latitude	8/31/2006
35263	Laptop Computer: Dell Latitude	8/31/2006
35265	Laptop Computer: Dell Latitude	8/31/2006
35266	Laptop Computer: Dell Latitude	8/31/2006
35272	Laptop Computer: Dell Latitude	8/31/2006
35276	Laptop Computer: Dell Latitude	8/31/2006
35277	Laptop Computer: Dell Latitude	8/31/2006
35279	Laptop Computer: Dell Latitude	8/31/2006
35283	Laptop Computer: Dell Latitude	8/31/2006
35367	Conference Table Cherry	5/14/2007
35631	Computer: Dell Precision 490	12/28/2006
35683	OptiPlex Mini-Tower	2/2/2007
35773	Server: PowerEdge 2950	2/14/2008
35778	UPS Battery backup	4/8/2008
35808	Dell Minitower	1/11/2007
35905	Dell OptiPlex	3/20/2007
35970	Dell OptiPlex computer	2/1/2007

Tag Number	Description	Acq Date
36147	Computer Latitude	4/25/2007
36446	Smart battery pack	5/5/2008
36449	Smart battery pack	5/5/2008
36474	Network Server	6/9/2009
36522	Power Supply 6000W	1/6/2011
36528	ViewSonic Projector	2/14/2011
36553	Life Size Room	6/11/2007
36581	Desk Monitoring	6/28/2007
36582	Desk Monitoring	6/28/2007
36584	Desk Monitoring	6/28/2007
36622	Presentation Board: 48x48	6/22/2007
36761	Computer Desktop	6/20/2007
37261	Crestron Quick Media Processor	10/6/2008
37370	Switch -KVM 32 port	4/4/2008
37371	Switch -KVM 32 port	4/4/2008
37426	Router - 4 GB	5/9/2008
37427	Router - 4 GB	5/9/2008
37428	Data Processor - see comments	5/9/2008
37433	48 Port Catalyst	5/20/2008
37470	Computer - OptiPlex 755 FLX HD	2/1/2008
37471	Computer - OptiPlex 755 FLX HD	2/1/2008
37472	Computer - OptiPlex 755 FLX HD	2/1/2008
37473	Computer - OptiPlex 755 FLX HD	2/1/2008
37474	Computer - OptiPlex 755 FLX HD	2/1/2008
37476	Computer - OptiPlex 755 FLX HD	2/1/2008
37477	Computer - OptiPlex 755 FLX HD	2/1/2008
37478	Computer - OptiPlex 755 FLX HD	2/1/2008
37479	Computer - OptiPlex 755 FLX HD	2/1/2008
37480	Computer - OptiPlex 755 FLX HD	2/1/2008
37481	Computer - OptiPlex 755 FLX HD	2/1/2008
37482	Computer - OptiPlex 755 FLX HD	2/1/2008
37483	Computer - OptiPlex 755 FLX HD	2/1/2008
37484	Computer - OptiPlex 755 FLX HD	2/1/2008
37485	Computer - OptiPlex 755 FLX HD	2/1/2008
37486	Computer - OptiPlex 755 FLX HD	2/1/2008
37487	Computer - OptiPlex 755 FLX HD	2/1/2008
37488	Computer - OptiPlex 755 FLX HD	2/1/2008
37489	Computer - OptiPlex 755 FLX HD	2/1/2008
37490	Computer - OptiPlex 755 FLX HD	2/1/2008
37491	Computer - OptiPlex 755 FLX HD	2/1/2008
37492	Computer - OptiPlex 755 FLX HD	2/1/2008
37493	Computer - OptiPlex 755 FLX HD	2/1/2008
37494	Computer - OptiPlex 755 FLX HD	2/1/2008
37496	Computer - OptiPlex 755 FLX HD	2/1/2008
37497	Computer - OptiPlex 755 FLX HD	2/1/2008
37556	Computer; Desktop; OptiPlex 755	2/1/2008

Tag Number	Description	Acq Date
37559	Computer; Desktop; OptiPlex 755	2/1/2008
37564	Computer; Desktop; OptiPlex 755	2/1/2008
37566	Computer; Desktop; OptiPlex 755	2/1/2008
37575	Computer; Desktop; OptiPlex 755	2/1/2008
37581	Computer; Desktop; OptiPlex 755	2/1/2008
37582	Computer; Desktop; OptiPlex 755	2/1/2008
37586	Computer; Desktop; OptiPlex 755	2/1/2008
37587	Computer; Desktop; OptiPlex 755	2/1/2008
37590	Computer; Desktop; OptiPlex 755	2/1/2008
37593	Computer; Desktop; OptiPlex 755	2/1/2008
37594	Computer; Desktop; OptiPlex 755	2/1/2008
37638	Computer: Desktop: OptiPlex 755	2/1/2008
37643	Computer: Desktop: OptiPlex 755	2/1/2008
37648	Computer: Desktop: OptiPlex 755	2/1/2008
37666	Computer - Latitude D830	2/14/2008
37673	Computer - Latitude D830	2/14/2008
37724	HD Analog component	10/9/2008
37725	Video Mixer - Panasonic	10/9/2008
37814	Chassis - Catalyst 6513	8/18/2008
37815	Chassis - Catalyst 6513	8/8/2008
38088	Switch Summit X450e-48pt	6/4/2008
38116	Computer - OptiPlex 755 MT	5/28/2008
38118	Computer - OptiPlex 755 MT	5/28/2008
38142	Computer - Latitude D830	5/28/2008
38153	HDV Videotape Recorder	6/5/2008
38201	Computer - OptiPlex 755 MT	6/12/2008
38203	Computer - OptiPlex 755 MT	6/12/2008
38204	Computer - OptiPlex 755 MT	6/12/2008
38205	Computer - OptiPlex 755 MT	6/12/2008
38266	Computer - OptiPlex 755 MT	8/12/2008
38292	Dragon Security Command Console	9/15/2008
38296	Behavioral Flow Sensor	9/15/2008
38364	UPS Battery Backup - Smart	8/11/2008
38365	UPS Battery Backup - Smart	8/11/2008
38370	Eiki Video Projector	1/23/2009
38578	Projector - Epson 6110i	10/1/2008
38723	Laptop 2.00 GHZ 2.5 GB 80GB	10/21/2008
39241	OptiPlex 790	6/27/2011
39258	PowerEdge Server	4/27/2010
39418	Ice Maker	10/16/2009
39419	Server R710	12/15/2009
39465	IP Switch	3/16/2010
39475	Character Generator Inscrber	4/7/2010
39495	PowerEdge Server R610	6/25/2010
39496	PowerEdge Server R610	6/25/2010
39498	PowerEdge Server R610	6/25/2010

Tag Number	Description	Acq Date
39499	PowerEdge Server R610	6/25/2010
39500	PowerEdge Server R610	6/25/2010
39501	PowerEdge Server R610	6/25/2010
39502	PowerEdge Server R610	6/25/2010
39503	PowerEdge Server R610	6/25/2010
39553	Quad Core Xeon Server	6/22/2010
39705	Dell PowerEdge Server	1/12/2010
39706	Dell PowerEdge Server	1/12/2010
39715	6'x8' Display Case	8/18/2010
39725	PowerEdge Server R610	6/25/2010
39726	ID Card Printer	6/25/2010
39727	ID Card Printer	6/25/2010
39729	ID Card Printer	6/25/2010
39731	ID Card Printer	6/25/2010
39737	PowerEdge Server R610	6/29/2010
39738	PowerEdge Server R710	7/7/2010
39742	PowerEdge Server R710	7/7/2010
39782	PowerEdge Server R710	12/2/2010
39784	PowerEdge R310 Server	12/14/2010
39790	UPS APC	1/13/2011
39843	Epson Projector	11/2/2010
40025	Apple iMac 27"	5/18/2011
40026	Apple iMac 27"	5/18/2011
40041	Apple iMac 27"	5/18/2011
40048	OptiPlex 790	6/13/2011
40049	OptiPlex 790	6/13/2011
40117	Summit Switch X460-48p	4/4/2011
40355	OptiPlex 780 MT	3/21/2011
40356	OptiPlex 780 MT	3/21/2011
40366	OptiPlex 780	3/22/2011
40369	OptiPlex 780	3/22/2011
40387	PowerEdge R710	5/2/2011
40395	PowerEdge R410 Server	5/9/2011
40399	OptiPlex 780	5/10/2011
40401	OptiPlex 780	5/10/2011
40403	OptiPlex 780	5/10/2011
40404	OptiPlex 780	5/10/2011
40406	OptiPlex 780	5/10/2011
40409	OptiPlex 780	5/10/2011
40410	OptiPlex 780	5/10/2011
40412	OptiPlex 780	5/10/2011
40413	OptiPlex 780	5/10/2011
40417	OptiPlex 780	5/10/2011
40429	OptiPlex 780	5/10/2011
40433	OptiPlex 780	5/10/2011
40445	OptiPlex 780	5/10/2011

Tag Number	Description	Acq Date
40448	OptiPlex 780	5/10/2011
40449	OptiPlex 780	5/10/2011
40450	OptiPlex 780	5/10/2011
40451	OptiPlex 780	5/10/2011
40582	OptiPlex 780	5/10/2011
40741	Epson PowerLite 6155 Projector	6/2/2011
40747	Epson PowerLite 6155 Projector	6/2/2011
40750	Epson PowerLite 6155 Projector	6/2/2011
40816	Epson Projector G5450	7/6/2011
40819	Epson Projector G5450	7/6/2011
40835	Epson Projector G5450	7/6/2011
40892	PCU	5/29/2012
40948	Blu-Ray Disc/HDD Recorder	8/18/2011
40969	Apple iMac 27" LED Computer	9/26/2011
40972	Apple iMac 27" LED Computer	9/26/2011
40974	Apple iMac 27" LED Computer	9/26/2011
41002	ArcSight Logger	8/26/2011
41016	Simplex Printer CP60 Plus	9/21/2011
41021	Dell Latitude E5520	9/21/2011
41063	T50e Tape Library	4/19/2012
41302	Smart Battery Backup	9/24/2012
41304	Smart Battery Backup	9/24/2012
41305	Smart Battery Backup	9/24/2012
41307	Smart Battery Backup	9/24/2012
41308	Rack Tower Smart UPS	9/24/2012
41318	Dell Precision Workstation	10/31/2011
41395	Sharp 70" Plasma Display	12/9/2011
41638	APC Smart UPS	9/23/2011
41666	Dell Latitude E5420 Laptop	8/24/2012
41671	Dell UPS System	9/18/2012
41757	Dell E6520 Laptop	4/27/2012
41792	Epson Projector	2/14/2013
41834	APC Smart UPS	6/29/2012
41835	APC Smart UPS	6/29/2012
41836	APC Smart UPS	6/29/2012
41837	APC Smart UPS	6/29/2012
41843	APC Smart UPS	6/29/2012
41855	APC Smart UPS	6/29/2012
42026	Catalyst 3750X 48 Port Base	12/6/2012
42184	Isomet low speed saw	6/4/2013
42452	APC UPS 10000	4/13/2015
42769	Beside Pull out Locker	6/9/2014
42770	Beside Pull out Locker	6/9/2014
42771	Beside Pull out Locker	6/9/2014
43057	Dell E6540 Laptop	4/28/2014
43163	Smart UPS	7/28/2014

Tag Number	Description	Acq Date
43229	APC Smart UPS	9/23/2014
43257	UPS APC	1/13/2015
43259	Smart UPS X3000VA	6/18/2014
43261	Smart UPS RT2200	6/18/2014
43271	Smart UPS SMX2200	6/18/2014
43272	Smart UPS SMX2200	6/18/2014
43279	Smart UPS SMX3000	6/18/2014
43280	Smart UPS SMX3000	6/18/2014
43281	Smart UPS SMX3000	6/18/2014
43284	Smart UPS SMX2000	6/24/2014
43286	Smart UPS SMX2000	6/24/2014
43577	UPS	9/17/2015
43578	UPS	9/17/2015

Tonjua Williams, President; Janette Hunt, Vice President, Finance & Business Operations; Mike Meigs, Associate Vice President, Business & Financial Services; and Karen Reynolds, Purchasing Manager, recommend approval.

October 19, 2021

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 **Adventist Health System, Inc. dba Advent Health Sebring** to provide clinical experience to students in the BSN Nursing Program and programs in the College of Health Sciences. The Agreement will commence as soon as possible and continue through December 31, 2025. There is no cost to the College. This item was approved by Matthew Liao-Troth on July 20, 2021. Departments—College of Health Sciences and College of Nursing
2. Affiliation Agreement with **BayCare Health System, Inc.** to continue to provide clinical experience to students in various health related and other programs. The renewal Agreement will add the Surgical Technology Program and continue the Agreement for another two years. There is no cost to the College. This item was approved by Matthew Liao-Troth on July 6, 2021. Department—College of Health Science
3. Affiliation Agreement with **Bon Secours – Maria Manor Nursing Care Center, Inc.** to provide clinical experience to students in the College of Nursing. The Agreement will commence as soon as possible and continue for the period of one year. Thereafter, the Agreement will automatically renew for up to five additional successive one-year terms. There is no cost to the College. This item was approved by Matthew Liao-Troth on July 20, 2021. Department—College of Nursing
4. Agreement with **The School District Charlotte 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 the period of five years. There is no cost to the College. This item was approved by Matthew Liao-Troth on August 18, 2021. Department—College of Education

5. Agreement with **The School District of Clay 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 through July 31, 2023. There is no cost to the College. This item was approved by Matthew Liao-Troth on September 7, 2021. Department—College of Education
6. Agreement with **The School District DeSoto 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 the period of five years. There is no cost to the College. This item was approved by Matthew Liao-Troth on July 28, 2021. Department—College of Education
7. Agreement with **The School District Duval 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 the period of five years. There is no cost to the College. This item was approved by Matthew Liao-Troth on July 28, 2021. Department—College of Education
8. Affiliation Agreement with **Florida Hospital Zephyrhills dba Advent Health Zephyrhills** to provide clinical experience to students in the Health Services Administration Program at no cost to the College. The Agreement will commence as soon as possible and continue for the period of one year. This item was approved by Matthew Liao-Troth on July 28, 2021. Department—Health Services Administration
9. Affiliation Agreement with the **Florida State College at Jacksonville** to provide clinical experience to students in the Dental Hygiene Program. There is no cost to the College. The Agreement will commence as soon as possible and continue for the period of three years. This item was approved by Matthew Liao-Troth on September 7, 2021. Department—Dental Hygiene
10. Agreement with **The School District Gulf 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 the period of five years. There is no cost to the College. This item was approved by Matthew Liao-Troth on September 20, 2021. Department—College of Education
11. Agreement with **The School District of Hardee 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 through March 31, 2026. There is no cost to the College. This item was approved by Matthew Liao-Troth on September 7, 2021. Department—College of Education
12. Agreement with **The School District Highlands 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 the period of five years. There is no

cost to the College. This item was approved by Matthew Liao-Troth on July 28, 2021. Department—College of Education

13. Educational Internship Agreement with **Hillsborough Community College** whereby SPC's Dental Hygiene Program will provide observation and practical experience to students completing their capstone project with HCC. The Agreement will commence as soon as possible and be ongoing unless terminated by either party. There is no cost to the College. This item was approved by Matthew Liao-Troth on July 20, 2021. Department—Baccalaureate Dental Hygiene
14. Agreement with **The School District of Holmes 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 through April 30, 2026. There is no cost to the College. This item was approved by Matthew Liao-Troth on September 7, 2021. Department—College of Education
15. Agreement with **The School District Indian River 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 the period of five years. There is no cost to the College. This item was approved by Matthew Liao-Troth on July 28, 2021. Department—College of Education
16. Affiliation Agreement with the **City of Jacksonville, Animal Care & Protective Services** to provide clinical experience to students enrolled in the Veterinary Technology Program. The Agreement will commence as soon as possible and will continue for period of one year. There is no cost to the College. This item was approved by Matthew Liao-Troth on July 21, 2021. Department—Veterinary Technology
17. Affiliation Agreement with **Kindred Healthcare Operating, LLC** to provide clinical experience to students in the Physical Therapist Assistant Program at no cost to the College. The Agreement will commence as soon as possible and will continue unless terminated by either party. This item was approved by Matthew Liao-Troth on September 7, 2021. Department—Physical Therapist Assistant
18. Affiliation Agreement with **Lake Erie College of Osteopathic Medicine** to provide clinical experience to students in the Dental Hygiene Program at no cost to the College. The Agreement will commence as soon as possible and continue unless terminated by either party. This item was approved by Matthew Liao-Troth on September 7, 2021. Department—Dental Hygiene
19. Agreement with **The School District of Lee 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 the period of five years. There is no cost to the College. This item was approved by Matthew Liao-Troth on August 9, 2021. Department—College of Education

20. Agreement with **The School District of Leon 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 the period of five years. There is no cost to the College. This item was approved by Matthew Liao-Troth on August 9, 2021. Department—College of Education
21. Agreement with **The School District of Levy 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 through September 18, 2026. There is no cost to the College. This item was approved by Matthew Liao-Troth on September 7, 2021. Department—College of Education
22. Agreement with **The School District of Osceola 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 the period of five years. There is no cost to the College. This item was approved by Matthew Liao-Troth on August 9, 2021. Department—College of Education
23. Agreement with **The School District of Seminole 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 through June 30, 2026. There is no cost to the College. This item was approved by Matthew Liao-Troth on August 9, 2021. Department—College of Education
24. Affiliation Agreement with the **Southern Technical College** to provide clinical experience to students enrolled in the Veterinary Technology Program. The Agreement will commence as soon as possible and will continue unless terminated by either party. There is no cost to the College. This item was approved by Matthew Liao-Troth on August 3, 2021. Department—Veterinary Technology
25. Agreement with **The School District of St. Johns 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 the period of five years. There is no cost to the College. This item was approved by Matthew Liao-Troth on August 9, 2021. Department—College of Education
26. Agreement with **The School District Sumter 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 the period of five years. There is no cost to the College. This item was approved by Matthew Liao-Troth on September 20, 2021. Department—College of Education
27. Agreement with the **University of South Florida, Department of Internal Medicine** to provide the services of Dr. Gaetane Michaud for physician input and related clinical expertise regarding Pulmonary Medicine for the Respiratory Care Program during Sessions I and II 2021-22. The cost to the College for this Agreement will be \$2,000. This item was approved by Matthew Liao-Troth on July 1, 2021. Department—Respiratory Care

28. Amendment to the Affiliation Agreement with the **University of Tennessee** to provide clinical experience to students in the College's Veterinary Technology Program. The Amendment is to extend the Agreement through September 30, 2023. There is no cost to the College. This item was approved by Matthew Liao-Troth on July 20, 2021. Department—Veterinary Technology
29. Affiliation Agreement with **Windmoor Healthcare of Clearwater** to provide clinical experience to students enrolled in the Health Information Technology Program. The Agreement will commence as soon as possible and continue for the period of three years. There is no cost to the College. This item was approved by Matthew Liao-Troth on September 20, 2021. Department—Health Information Technology

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

30. Agreement with **Bank Mobile Technologies, Inc.** to continue to provide comprehensive student refund disbursement services to the College. The Agreement will commence July 1, 2021 and continue for the period of five years. The cost to the College over the five-year period is anticipated to be \$125,000. This item was approved by Janette Hunt on July 7, 2021. Department—Finance & Business Operations
31. Agreement with **CareerAmerica, LLC dba Ocelot** to add a three-year upgrade to the College's current Agreement that continues through June 30, 2024. The upgrade will add Text/Nudge SMS Campaigns for 30,000 unique contacts annually. The cost to the College for this Agreement will be \$36,000 per year for a total cost of \$108,000. This item was approved by Janette Hunt on July 15, 2021. Department—Student Experience & Strategic Innovation
32. Agreement with **Cushman & Wakefield of US, Inc.** to conduct an analysis of College owned and leased properties. Cushman & Wakefield will conduct an examination of the College's core assets and utilization, deferred maintenance, and efficiency; align real estate, demand and utilization with the College's mission/goals; identify surplus assets as candidates for divestiture/monetization; develop a strategic plan including recommendations for implementation; and collaborate with the College to begin execution of those recommendations. The Agreement will commence as soon as possible and will continue through project completion. The cost to the College for this Agreement is anticipated to be \$321,510. This item was approved by Jamelle Conner on behalf of the President on July 8, 2021. On September 14, 2021, an Amendment was approved by the Board to increase the Agreement amount to \$409,360 to continue through March 31, 2022. Department—Finance & Business Operations
33. Agreement with **Daikin Applied** to remove the Trane Chiller and install and replace Chiller #1 at the EpiCenter with a Daikin Air Cooled Scroll Chiller. The cost to the College for this Agreement will be \$177,430. The Agreement also includes an extended ten-year parts and labor warranty. This item was approved by the President on September 2, 2021. Department—Facilities

34. Agreement with **i3 Group, LLC** to continue to provide the College with student loan management services to student borrowers. The i3 Group will use its best efforts to keep student borrowers in a current repayment status and remove delinquency to help student borrowers repay loans and deliver the lowest possible cohort default rate. More specifically, i3 Group will provide services such as student loan assistance; telephone, email and direct mail student borrower communications; reporting package information regarding repayment status; student borrower access to IonTuition and Webchat through the College's intranet portal; and loan record detail report analysis. The cost to the College for services under this Agreement is anticipated to be \$14,853 per month over a period of one year for a total anticipated cost to the College of \$178,236. This item was approved by Jamelle Conner on behalf of the President on July 2, 2021. Department—Financial Assistance Services
35. Agreement(s) with **Quorum Services, LLC** to continue the building and fire code plan examination and inspection services; building code administrator; and building code plans examination and inspections. The Agreement will provide for continued maintenance permits and inspections (\$36,000); inspections and services for in-house projects under \$200K (\$20,000); and inspections and services for large construction projects over \$200K (\$50,000). The Agreement will commence as soon as possible and continue for the period of one year at a cost to the College of \$106,000. This item was approved by Janette Hunt on August 12, 2021. Department—Facilities Planning & Institutional Services
36. Amendment to the Agreement with **Vaco, LLC** to provide IT consulting services on a project basis. The Agreement will commence as soon as possible and remain in effect unless terminated by either party. The consultant will be paid an hourly rate of \$175.00. The initial project under this Agreement was anticipated to be approximately 10 weeks at 15 hours per week for an estimated cost of \$26,250. This modification is to continue IT consulting services through June 30, 2022 at an hourly rate of \$175. The anticipated additional costs through this period will be \$168,750 for a total cost under the Agreement of \$195,000. This item was approved by Tonjua Williams on September 29, 2021. Department—Information Technology—Business Services

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

37. Agreement with **Ad Astra** to provide consulting services and conduct a Strategic Scheduling Evaluation allowing the College to optimize the use/delivery of its course schedule/systems to meet the ever-changing needs of students while maximizing the use of College facilities and maintaining financial sustainability. The Agreement will commence as soon as possible and continue through project completion. The College anticipates entering into a separate Master Subscription Agreement associated with Ad Astra's software bundle products Astra Schedule, Monitor, Predict by December 31, 2021. The cost to the College for the Strategic Scheduling Evaluation will be \$55,000. This item was approved by Matthew Liao-Troth on August 4, 2021. Department—Academic Affairs
38. Agreement with **American Stage, Inc.** to continue to lease space at the Downtown Center. The Agreement commenced as of July 1, 2021 and will continue through June 30, 2022. The anticipated revenue associated with this period is \$92,463.64 plus costs for security

personnel, if any. This item was approved by Janette Hunt on June 1, 2021 and August 11, 2021. Department—Finance & Business Operations and Facilities Planning

39. 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 on August 1, 2021 and continue through July 31, 2022. The cost to the College for this period will be \$70,748.99. This item was approved by Janette Hunt on July 15, 2021. Department—Information Technology
40. 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 1-year retention. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College will be \$54,600. This item was approved by Janette Hunt on July 7, 2021. Department—Information Technology – Networks
41. Agreement with **Avkin, Inc.** for the purchase of 7 wearable simulation products including the Avcath, Avthor, Avwound, Avline, Avtone, Avstick, and Avtrach. These simulation products mimic realistic patient reactions and provide opportunity for the students to have communication skills and human interaction included in their simulations. The Agreement includes the Platinum Protection Plan, which provides four years of warranty protection with annual maintenance and training. The cost to the College for this Agreement will be \$73,900.50. This item was approved by Janette Hunt on August 18, 2021. Department—College of Nursing
42. Agreement with **CAE Healthcare, Inc.** to provide support and maintenance for the CAE Aria Advanced (WAR-PED04) Simulator for one year. This Simulator is used in the College of Nursing Program. The cost to the College for this Agreement will be \$58,262. This item was approved by Janette Hunt on August 5, 2021. Department—College of Nursing
43. Agreement with **CAE Healthcare, Inc.** for the purchase of the CAE Apollo Nursing Medium and the Apollo Nursing Dark simulation equipment for use in the College’s Nursing program. The Agreement includes software upgrades, support and maintenance for the period of one year from installation. The cost to the College for the equipment and one year of support/maintenance will be \$90,331.65. This item was approved by Matthew Liao-Troth on September 20, 2021. Department—College of Nursing
44. Agreement with **Dell Marketing L.P. (DT Services)** to provide services to the College for approximately 1,200 computers at various locations collegewide. The services include conducting pre-deployment activities; managed deployment services including: warehousing and redelivery of new equipment, off-site asset tagging and reporting, off-site imaging, and project management. The Agreement will commence as soon as possible and continue through project completion (approximately 26 weeks). The cost to the College for this Agreement will be \$54,840. This item was approved by Janette Hunt on July 13, 2021. Department—Technology Support Services

45. Agreement with **KFT Fire Trainer, LLC** to provide maintenance for the Kidde Fire Training Equipment including scheduled and on-call connective support and repair. KFT will provide two scheduled site visits per year to include adjustments, parts and other repairs. The annual cost to the College will be \$19,500. The contract is for a period of three years. Based on the foregoing, the cost to the College for this period is anticipated to be \$58,500. Costs for any unplanned corrective maintenance and support not covered under the Agreement would be charged separately. This item was approved by Matthew Liao-Troth on July 2, 2021. Department-Fire Science
46. Modification to the Agreement with **Mantra Health, Inc. and Wellround Provider Group, P.A.** to continue to provide Telemental Health and Related Technology Professional Services to SPC students seeking mental health assistance. The renewal Agreement will continue through May 7, 2022 at the anticipated cost of \$79,925. This modification reflects the addition of 10 hours at a cost of \$9,750 during the Agreement period for a total cost of \$89,675. Thereafter, should any additional hours need to be added to the Agreement through the end of the current period, those hours would be handled through the Purchasing approval process. This item was approved by Jamelle Conner on September 29, 2021. Department—Student Affairs
47. Agreement with **Pinellas Technical College (PTC)** whereby PTC will provide training for students referred to PTC by SPC through the St. Pete Works Program. PTC will also provide Career Service and Job Placement when applicable, provide training space and training equipment. The College will identify and refer potential eligible enrollees and pay for all expenses related to training through the St. Pete Works Program. The costs associated with this Agreement are \$98,850. The Agreement will commence as soon as possible and continue through November 30, 2023. This item was approved by Belinthia Berry on July 7, 2021. Department—Workforce Institute – Community and Corporate Partnerships
48. Agreement with **Pro Education Solutions, LLC** to provide the ProDoc electronic e-sign document portal for use by students and parents to complete and e-sign school documents. The Agreement will commence on July 1, 2021 and continue for the period of one year. The cost to the College will be \$60,000. This item was approved by Jamelle Conner on July 8, 2021. Department—Financial Assistance Services
49. Agreement with **Sierra-Cedar, Inc.** to provide assistance with Oracle Cloud design and migration, PeopleSoft Cloud Manager configuration, and PUM application. The Agreement will commence as soon as possible and continue for the period of three months. The services to be provided will be performed remotely. The cost to the College for this Agreement will not exceed \$50,400. This item was approved by Janette Hunt on July 13, 2021. Department—Information Technology
50. Agreement with **Thyssenkrupp Elevator Corporation** to continue to provide service and maintenance for elevators collegewide. The renewal Agreement will commence as soon as possible and continue for the period of one year. Thereafter, the Agreement will automatically continue for one-year periods unless terminated by either party with 90 days' written notice. Costs to the College for the one-year renewal will be \$58,823.88 plus any added costs that may become necessary for emergency repairs. Should the Agreement be

continued beyond the one-year period, additional approval will be sought at that time. This item was approved by Janette Hunt on July 14, 2021. Department—Facilities Services

51. Agreement with **Universal Business Solutions** to lease mail processing equipment for use in the College's Mail Room. The Agreement will commence as soon as possible and continue for the period of five years. The cost to the College over the five-year period will be \$94,140. This item was approved by Janette Hunt on July 14, 2021. Department—Facilities Services

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

52. Agreement with **Allen, Norton & Blue, P.A.** to continue to provide legal services to the College from July 1, 2021 through June 30, 2022. The firm will provide services at an hourly rate of \$260 for attorneys and \$100 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 2021-22. This item was approved by Suzanne Gardner on July 15, 2021. Department—General Counsel
53. Agreement with **Atrium Sports, Inc.** for the purchase/installation of the Synergy Automated Camera System (System) to be used in the Gym at the St. Petersburg/Gibbs Campus. Atrium will provide periodic maintenance of the System and provide updates to the associated software package. Atrium will also provide access to its helpdesk for any technical issues with the System. The Agreement will commence as soon as possible and continue unless terminated by either party. The cost to the College for this Agreement will be \$13,500. This item was approved by Jamelle Conner on September 7, 2021. Department—Athletics
54. Agreement with **Blackbaud, Inc.** for the annual subscription to the Award Management Community College Connect/eLibrary that is used for scholarship management in the College's Foundation. 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 \$14,227.18. This item was approved by Janette Hunt on July 7, 2021. Department—Foundation Office
55. Agreement with **Diversified Business Machines, Inc.** to continue to provide maintenance on the College's 9 photo ID printers used collegewide. 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 \$12,150. This item was approved by Jamelle Conner on July 26, 2021. Department—Student Affairs
56. Agreement with **Dynamic Security, Inc.** to provide Security Officer services college-wide when needed for the period of one year. The cost to the College for the one-year period is estimated to be \$38,000. The Agreement will commence July 1, 2021 and will continue through June 30, 2022. This item was approved by Janette Hunt on July 7, 2021. Department—Security Services

57. Agreement with **Freshworks, Inc.** to provide 15 Freshdesk licenses that will allow better management of online support resources which will include faculty and student knowledge-bases which contain over 800 self-support articles and average 800,000 page views a year. The Agreement will commence as soon as possible and initially continue for the period of two years. The cost to the College for this period will be \$14,112. This item was approved by Matthew Liao-Troth on September 16, 2021. Department—Online Learning & Services
58. Agreement with **GO1 USA, LLC** to provide access to Percipio Legal Compliance content from Skillsoft for 2500 users. The Agreement will commence as soon as possible and continue for the period of two years. The cost to the College for this Agreement will be \$29,000. This item was approved by Darryl Wright-Greene on August 17, 2021. Department—Organizational and Employee Success
59. Agreement with **Laurie Hill** to provide professional consulting services including marketing, sales, and business development for the College’s Collaborative Labs. The Agreement will commence as soon as possible and continue through December 14, 2021. The College will pay the consultant \$23,500, inclusive of expenses incurred, over the period of the Agreement. In addition, the consultant will be paid a commission of 10% based on the gross contract price for any business for which the engagement occurs pursuant to the terms of the Agreement. The commission amount is anticipated to be \$15,600. Based on the foregoing, the total anticipated costs for this Agreement are \$39,100. This item was approved by Belinthia Berry on July 1, 2021. Department—Collaborative Labs
60. Agreement with **Hill Rom Company, Inc.** associated with the purchase of three beds for use in the College of Nursing. The cost to the College will be \$13,437. This item was approved by Matthew Liao-Troth on September 28, 2021. Department—College of Nursing
61. Agreement with **HireRight, LLC** to provide background screening and employment verification services on a per-transaction basis as requested by the College. The Agreement will commence upon execution and continue for a period of five years. Thereafter, the Agreement will automatically renew for an additional five years. However, the Agreement can be terminated with 60 days’ written notice. The costs associated with this Agreement are assessed on a per usage basis. The estimated expense for Year 1 under this Agreement is \$22,500 and costs each year thereafter will be approved via the Purchasing process. This item was approved by Janette Hunt and Darryl Wright-Greene on August 13, 2021. Department—Human Resources
62. Agreement with **HSI Workplace Compliance Solutions, Inc.** for a license to Covid-19 professional development micro-training. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College will be \$41,925. This item was approved by Janette Hunt on August 9, 2021. Department—Human Resources
63. Agreements with **Johnson Controls Fire Protection, LP f/k/a SimplexGrinnell** 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, 2021 and continue through June 30, 2022. The cost to the College for this Agreement

will be \$11,100. This item was approved by Janette Hunt on July 7, 2021. Department—Facilities/In-house Construction

64. Master Services Agreement (MSA) and Order with **Level Access** to work directly with the College team to make a series of documents accessible to people with disabilities that are compliant with key accessibility standards. Level Access will provide accessibility remediation for 5000 pages at a cost of \$45,000. Should the College want to add additional pages to this Order at the same per page pricing through December 31, 2021, a separate Agreement will need to be signed, but a new MSA would not be required. This Agreement will commence as soon as possible and continue for the period of one year. This item was approved by Janette Hunt on August 12, 2021. Department—Instructional Design and Development
65. Agreement with **Metals Treatment Technologies, LLC** to provide lead maintenance services/removal for the College’s gun range at the Allstate Center. The Agreement will commence as soon as possible and continue for the period of two years. The cost to the College for this period will be \$30,000. This item was approved by Matthew Liao-Troth on July 12, 2021. Department—Public Safety Academies
66. Agreement with **The District Board of Trustees of Miami Dade College, Florida (MDC)** whereby MDC will provide grant funding to support SPC’s Apprenticeship Program, specific to a sponsored IT employer, Geographic Solutions (GS). SPC will use this funding to pay GS for its employment of an Application Developer as part of the College’s Apprenticeship Program. The Agreement will commence upon execution and continue for the period of one year. It is anticipated that the funding to be received from MDC and paid to GS during the Agreement period will be approximately \$11,940. This item was approved by Belinthia Berry on July 30, 2021. Department—Workforce Development
67. Agreement with **Mid Florida Armored & ATM Services, Inc.** to continue to provide armored car services for all deposits transported to the bank vault. The Agreement will commence as soon as possible and continue through December 31, 2021. The cost to the College for this period is estimated to be \$14,968.80. This item was approved by Janette Hunt on August 5, 2021 via the Purchasing process. Department—Finance & Business Operations
68. Agreement with **Joe A. Nelson dba Medical Direction Consultants, Inc.** to continue to provide medical direction for the College’s Emergency Medical Services credit and non-credit programs. 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 \$22,000. This item was approved by Matthew Liao-Troth on August 4, 2020 Department—Emergency Medical Services
69. Agreement with **PowerTown Line Construction, LLC (PTLC)** to provide workforce instruction in the area of electrical lineman training programs and modules and industry recognized certification. The Agreement will commence as soon as possible and continue for the period of one year. The cost for instruction for a 4-week class would be \$11,020. The cost for instruction for a full 14-week cohort would be \$38,570. There may be

approximately four 14-week cohorts during the contract period. The cost to the College will depend upon the extent of its use of PTLC instructors during the contract period. The extent of the College's use and cost for PTLC instruction is unknown at this time. This item was approved by Belinthia Berry on July 14, 2021. Department—Workforce Education/Manufacturing

70. Agreement with **Qualys, Inc.** to provide external vulnerability scanning services to meet Board of Trustee's policy requirements regarding auditing and assessment of critical SPC systems. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College will be \$13,229. This item was approved by Janette Hunt on August 2, 2021. Department—Information Systems
71. Agreements with **Second Wind Dreams, Inc.** to provide licensing of the Virtual Dementia Tour product/materials for use in the College's Nursing Program. The Agreement will also include Facilitator training, Certified Trainer training, and a three-year membership for two Certified Trainers (CT). The initial cost to the College will be \$13,544. The cost to continue the CT membership after three years will be \$400 per year. This item was approved by Matthew Liao-Troth on September 16, 2021. Department—College of Nursing
72. Agreement with **Security Scorecard** to continue the subscription for the Security Scorecard security rating tool used by IT Security in evaluating the technical security posture of SPC and associated entities. 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 \$13,041. This item was approved by Janette Hunt on August 5, 2021 via the Purchasing process. Department—Information Technology—Networks/Security
73. Agreement with **Stryder Corp. dba "Handshake"** to provide a subscription to the Career Center Management platform, "Handshake" and other software tools for the management and optimization of career services. The Agreement includes additional services including premium support, reporting, payment integration, and implementation. The cost to the College for this Agreement will be \$13,650. The Agreement will commence as soon as possible and continue for the period of one year. This item was approved by Janette Hunt on July 8, 2021. Department—Career Connections
74. Amendment to the Agreement with **Waste Connections of Florida f/k/a Progressive Waste Solutions of Florida, Inc.** to provide recycling services at various locations at the College. This item is to Amend the Agreement to remove two recycling bins from the Agreement (one from District Office and one from HEC). The original cost of the Agreement was \$32,868; however, with this modification the total cost for the three-year Agreement will be \$31,468. The three-year Agreement period continues through June 30, 2022. This item was approved by Janette Hunt on July 7, 2021. Department—Custodial Services

Section E: Contracts below \$10,000

75. Agreement with **American Society of Composers, Authors and Publishers (ASCAP)** to continue the Music Licensing Performance Agreement for an additional year through June 30, 2022. The cost to the College to continue this Agreement for this period is estimated to

be approximately \$5,800. This item was approved by Mike Meigs on July 14, 2021. Department—Business Services, Accounting

76. Agreement with **Shawne Angelle** to provide professional facilitation services for Collaborative Lab Engagements including, but not limited to, facilitating Collaborative Engagements including preparation for such Engagements; supervising and ensuring the completion of the Real Time Record to client's satisfaction; and conducting post-Engagement meeting with client. The Agreement will commence as soon as possible and continue through June 30, 2022. The consultant shall be paid a flat fee based on the length of the workshop/collaborative session. Total payments during the first quarter shall not exceed \$2,500 and thereafter be approved on a quarterly basis through the Purchasing Change Order process. This item was approved by Belinthia Berry on July 1, 2021. Department—Collaborative Labs
77. Agreement with **Applied Educational Systems, Inc.** (AES) for a subscription license for the AES digital curriculum system including instructor access to support Allied Health Clinical Medical Assistant and Patient Care Technician programs. 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 \$4,950. This item was approved by Belinthia Berry on September 28, 2021. Department—Allied Health, Workforce Education
78. Agreement with **Articulate Global, LLC** to continue to provide access to the Articulate 360 Teams software used in Digital media classes. 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 September 16, 2021. Department—Fine Arts Humanities
79. Amendment to the Agreement with **Augusoft, Inc.** to provide for development modifications to generate an SPC email address for existing Workforce students. The Agreement will commence as soon as possible and continue through project completion. The cost to the College for this Agreement will be \$2,000. This item was approved by Janette Hunt on September 7, 2021. Department—IT Information Systems
80. Agreement with **Biodex Medical Systems, Inc.** to provide continued maintenance and service on the Biodex equipment used in the Physical Therapist Assistant Program. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College will be \$2,650. This item was approved by Matthew Liao-Troth on September 16, 2021. Department—Physical Therapist Assistant
81. Agreement with **BioDigital, Inc.** for a license to its BioDigital Human Platform with certain features enabled for College use in class lectures, the D2L Learning Management System, and via direct access by students and faculty. The software will be used in Natural Science classes to depict models in a 3D space format for students enrolled in Anatomy and Physiology classes. The Agreement will commence as soon as possible and continue for the period of one year at a cost to the College of \$3,000. This item was approved by Matthew Liao-Troth on September 15, 2021. Department—Natural Science

82. Agreement with **Blackbaud, Inc.** to continue the annual subscription to the Financial Edge software used by the College's Foundation for financial accounting and reporting. 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 \$6,863.32. This item was approved by Janette Hunt on August 6, 2021. Department—Resource Development
83. Agreement with **Blackbaud, Inc.** to continue the annual hosting for the Financial Edge system used by the College's Foundation for financial accounting and reporting. 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 \$2,362.89. This item was approved by Janette Hunt on August 5, 2021 via the Purchasing process. Department—Foundation Office/Resource Development
84. Agreement with **Broadcast Music, Inc. (BMI)** to continue the Music Licensing Performance Agreement for an additional year through June 30, 2022. The cost to the College to continue this Agreement for this period is estimated to be approximately \$5,900. This item was approved by Mike Meigs on July 14, 2021. Department—Business Services, Accounting
85. Agreement with **Karin Carlan** to provide professional documentation services for Collaborative Lab Engagements including documenting such Engagements; photographing teams, whiteboards, and artwork; and completing the Real Time Record following the Engagements. The Agreement will commence July 1, 2021 and continue through June 30, 2022. The consultant shall be paid a flat fee based on the length of the workshop/collaborative session. Total payments during the first quarter shall not exceed \$3,000 and thereafter be approved on a quarterly basis through the Purchasing Change Order process. This item was approved by Belinthia Berry on July 1, 2021. Department—Collaborative Labs
86. Agreement with **The Chronical of Higher Education** to continue the site license to access news, analysis and insight in higher education. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for this Agreement period will be \$4,731. This item was approved by Matthew Liao-Troth on September 20, 2021. Department—Learning Resources
87. Agreement with **Competitive Edge Software, LLC** to continue to provide College security staff with a Report Writing database. 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 \$6,360.45. This item was approved by Janette Hunt on July 7, 2021. Department—Security Services
88. Agreement with **Concord Theatricals** for a license that will allow the College's Fine Arts & Humanities Department to perform a summer musical production of "Rosencrantz and Guildenstern Are Dead" in March/April 2022. The cost to the College for this Agreement will be \$750. This item was approved by Matthew Liao-Troth on August 6, 2021. Department—Fine Arts & Humanities

89. Agreement with **CustomGuide, Inc.** to provide a license to access the CustomGuide Enterprise Library for use by Workforce Education. The license for the Enterprise Library is for one year and includes SCORM files; interactive tutorials; skills assessments; customizable courseware; practice files and instructor guides; brandable quick references; and one year of new titles, updates and support. The Enterprise Library includes titles for Microsoft Office and Google and others. 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 \$7,490. This item was approved by Belinthia Berry on July 9, 2021. Department—Workforce Education
90. Agreement with **Decision Partners, Inc.** to continue to give students in the Student Support Services Program the opportunity to take a Financial Literacy 101 course to learn about budgeting management, credit card debt, personal finances, interest rates and financial aid. The renewal period will commence as soon as possible and continue for the period of one year. The cost to the College will be \$500. This item was approved by Jamelle Conner on September 16, 2021. Department—Student Support Services Program/Student Affairs
91. Agreement with **Docuseek, LLC** to renew a three-year streaming license for the film, Empire of Reason, to support teaching in POS2041. The Agreement will commence as soon as possible and continue for the period of three years. The cost to the College for this Agreement will be \$225. This item was approved by Matthew Liao-Troth on July 26, 2021. Department—District Library
92. Agreement with **Matthew Easterday** to provide consulting technologist related services for Collaborative Labs events. Mr. Easterday will be paid at a rate of \$600 for a full-day event and \$300 for a half-day event. The Agreement will commence as soon as possible and continue through June 30, 2022. The anticipated cost for this Agreement is \$1,700 but may be amended if additional events are added. This item was approved by Matthew Liao-Troth on September 20, 2021. Department—Collaborative Labs
93. Agreement with **EBSCO Publishing, Inc.** to renew the license for Harvard Business Review for Course Work which allows faculty to download and print content for courses and research use. The Agreement will commence as soon as possible and continue for the period of one year at a cost to the College of \$5,025. This item was approved by Matthew Liao-Troth on August 6, 2021. Department—Learning Resources
94. Agreement with **Ed Leadership Sims dba SchoolSims** to provide access to TeacherSims for up to 100 aspiring teachers in the College of Education. The Agreement will commence as soon as possible and continue for the period of one year at a cost to the College of \$5,000. Thereafter, the Agreement will continue for one-year periods unless terminated by either party with 30 days' notice. Should the Agreement be continued, additional approval will be sought at that time. This item was approved by Matthew Liao-Troth on September 16, 2021. Department—College of Education

95. Agreement(s) with **Elsevier, Inc.** to provide access to its exam preparation and testing skills with the HESI Dental Hygiene Examination testing package. The package will offer students remediation and aggregate reports for the program curriculum review. The cost to the College for 32 students through May 31, 2022 will be \$3,808. Thereafter, the Agreement may continue; however, additional approval will be sought at that time. This item was approved by Matthew Liao-Troth on September 20, 2021. Department—Dental Hygiene
96. Agreement with **Robert Entel, MD** to continue to provide services as the Medical Director for the Radiography Program that will help maintain and monitor standards of the Program. The cost to the College for this Agreement will be \$1,500. The Agreement will commence as soon as possible and continue through June 30, 2022. This item was approved by Matthew Liao-Troth on July 21, 2021. Department—Radiography
97. Agreement with **The Entrepreneurial Learning Initiative** for a virtual speaking engagement to be held on August 24, 2021. Speaker will provide 100 copies of Who Owns the Ice House? Eight Life Lessons of an Unlikely Entrepreneur. The cost to the College for this Agreement will be \$3,100. This item was approved by Matthew Liao-Troth on August 19, 2021. Department—Workforce Education
98. Agreement with **Generation USA** for a partnership to train unemployed/underemployed individuals to become Digital Marketing Analysts in the Tampa Bay area. The College will partner with Generation USA to conduct 1 pilot cohort serving up to 25 students in the fall of 2021. After the pilot, the Agreement will be revisited with the goal of continuing the partnership. Generation USA will provide curriculum, marketing support, student recruitment, development of internships or apprenticeships for graduating students, coordination with SPC for enrollment in subsequent credit courses/learning opportunities, and payment to SPC in the amount of \$31,000 to pay for instructor costs and associated operating costs. The College will provide marketing; collection, maintenance and sharing of participant data; and an instructor and support staff for the cohort. The Agreement will commence as soon as possible and continue through pilot completion. The anticipated net revenue after expenses is approximately \$5,000. This item was approved by Belinthia Berry on July 16, 2021. Department—Workforce Education, Business & Finance
99. Agreement with **Geotab USA, Inc.** to provide monthly service for 5 geotabs which are being installed in College vehicles for tracking purposes. 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 \$979.80. This item was approved by Janette Hunt on July 19, 2021. Department—Facilities Services
100. Agreement with **Gulfcoast North Area Health Education Center, Inc.** whereby the College agrees to incorporate tobacco prevention and cessation content throughout the Dental Hygiene, Nursing, and Respiratory Therapy curriculums and require students to participate in the AHEC Tobacco Training and Cessation program. Under this agreement, SPC Dental Hygiene, Nursing and Respiratory Therapy students will learn about tobacco and develop professional skills necessary to address its use with their patients. Students will also be prepared to serve as role models and educate youth about the dangers of tobacco. The Agreement will commence upon execution and will continue for one year. The College

will receive \$25 per student. This item was approved by the Matthew Liao-Troth on July 26, 2021. Departments—Dental Hygiene, Nursing, Respiratory Therapy

101. Agreement with **Immersive Dental Systems, LLC.** 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 August 19, 2021. Department—Dental Hygiene
102. 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 July 12, 2021. Department—Veterinary Technology
103. Agreement with **Meetingsphere, Inc.** to provide a subscription to XLeap software for Collaborative Labs meetings. 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 \$2,900. This item was approved by Belinthia Berry on August 30, 2021. Department—Collaborative Labs
104. Agreement with **Music Theatre International** for a license that will allow the College’s Fine Arts & Humanities Department to perform a summer musical production of “Peter and the STARcatcher” in October 2021. The cost to the College for this Agreement will be \$1,325. This item was approved by Matthew Liao-Troth on July 21, 2021. Department—Fine Arts & Humanities
105. Agreement with **Music Theatre International** for a license that will allow the College’s Fine Arts & Humanities Department to perform a musical production of “Sweeney Todd” in June 2022. The cost to the College for this Agreement will be \$2,105. This item was approved by Matthew Liao-Troth on July 26, 2021. Department—Fine Arts & Humanities
106. Agreements with **National Student Clearinghouse** to continue to allow for the transfer/exchange of student data/information through the Clearinghouse to benefit students and the College. Agreements include a Master Services Agreement, an Enrollment and Education Financial Industry Reporting Statement of Work (SOW); a Course Exchange SOW; a Transcript Services SOW; a StudentTracker for Colleges and Universities SOW; an Education Verification and Authentication Services SOW; a Student Self-Service SOW; a Postsecondary Data Partnership SOW; and a DegreeVerify for Educational Requestors SOW. The Agreements will commence as soon as possible and continue unless terminated by either party. There is no cost to the College. This item was approved by Jamelle Conner on June 24 and July 15, 2021. Department—Admissions & Records
107. Agreement with **Emily Norton** to provide professional documentation services for Collaborative Lab Engagements including documenting such Engagements; photographing teams, whiteboards, and artwork; and completing the Real Time Record following the Engagements. The Agreement will commence July 1, 2021 and continue through June 30,

2022. The consultant shall be paid a flat fee based on the length of the workshop/collaborative session. Total payments during the first quarter shall not exceed \$1,700 and thereafter be approved on a quarterly basis through the Purchasing Change Order process. This item was approved by Belinthia Berry on July 1, 2021. Department—Collaborative Labs

108. Agreement with **Orkin Pest Control** to provide a one-time treatment for drywood termites in the Apparatus Building at the Fire Training Center. The Agreement will commence as soon as possible and conclude upon completion of treatment. The cost to the College will be \$4,400. This item was approved by Janette Hunt on August 2, 2021. Department—Custodial Services
109. Agreement with **Orkin Pest Control** to continue to provide pest and rodent control services for the Bilirakis Building at the Tarpon Springs Campus. The renewal Agreement will commence as soon as possible and continue for the period of one year. Thereafter, the Agreement will auto-renew for one-year periods unless terminated by either party with 60 days' notice. The cost to the College for this renewal period will be \$1,308. This item was approved by Janette Hunt on August 5, 2021 via the Purchasing process. Department—Custodial Services
110. Agreement with **Dr. Anthony Ottaviani** to continue to provide services as Medical Director of the Respiratory Care Program at the College. The Program is required to have a Medical Director to meet the terms of accreditation. The cost for this Agreement through June 30, 2022 will be \$5,300. This item was approved by Matthew Liao-Troth on July 21, 2021. Department—Respiratory Care
111. Agreement with **Ovid Technologies, Inc.** for the purchase of site licenses for new editions of e-Books to support the Nursing Program. The Agreement will commence as soon as possible and is ongoing. The cost to the College for this Agreement will be \$6,150. This item was approved by Matthew Liao-Troth on September 16, 2021. Department—District Library
112. Agreement with **Patterson Dental Supply, Inc.** to provide maintenance and support for the Eaglesoft health information system used in the Dental Hygiene Clinic for the period of one year. The Agreement will commence August 15, 2021 and continue through August 14, 2022. The cost to the College for this Agreement will be \$2,388.00. This item was approved by Matthew Liao-Troth on July 12, 2021. Department—Dental Hygiene
113. Dual Enrollment Articulation Agreement for 2021-22 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 July 12, 2021.
Department—Academic Affairs

114. Agreement with the **Pinellas County Job Corps Center**, U.S. Department of Labor Service Contractor to continue the cooperative service partnership. Through this partnership, Job Corps graduates meeting the College's admission requirements will enroll in appropriate higher education courses consistent with their Career Ladder and Career Pathways, subject to the fee structure at SPC. All Job Corps students will apply for financial aid through submission of the FAFSA and any costs above the financial aid awarded will be the responsibility of the student. The Agreement will commence as soon as possible and continue unless terminated by either party. This item was approved by Jamelle Conner on August 11, 2021. Department—Associate Provost, DT
115. Agreement with the **School Board of Pinellas County** for a Career Pathways Articulation that will provide for the articulation between the College, Pinellas County High Schools and Pinellas Technical College. 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 July 19, 2021. Department—Career Connections
116. Agreement with **Remind 101, Inc.** for the purchase of digital access software to improve communication with College Reach-Out Program students and parents. The Remind Pro Plan will allow the Program to recruit, support, and retain program participants more efficiently. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College will be \$800. This item was approved by Jamelle Conner on August 9, 2021. Department—College Reach-Out Program
117. Agreement with **Schindler Elevator Corporation** to continue the Operation and Maintenance for the Schindler elevator #99149 at 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 Agreement will be \$7,831.68. This item was approved by Janette Hunt on September 7, 2021. Department—Facilities Services
118. Agreement with **Shmoop University, Inc.** to provide access to its 400+ online courses including all Life Skills, Business, and Career Courses. The Agreement also includes access to full video library of 9,000+ videos, essay labs, study guides and literature guides. The Agreement will commence as soon as possible and continue for the period of one year. Thereafter, the Agreement will continue for one-year periods unless terminated with 90 days' notice. The cost to the College for this Agreement for the initial year will be \$3,750. This item was approved by Jamelle Conner on August 23, 2021. Department—College Reach-Out Program
119. Agreement with **Society of European Stage, Authors and Composers** to continue the Music Licensing Performance Agreement for an additional year through June 30, 2022. The cost to the College to continue this Agreement for this period is estimated to be approximately \$2,300. This item was approved by Mike Meigs on July 14, 2021. Department—Business Services, Accounting

120. Agreement with **Speak Easy Pediatrics, LLC** to perform as needed therapy services for the St. Petersburg Collegiate High School. The Agreement will commence as soon as possible and continue through August 31, 2022. The anticipated cost during this period is \$4,200. This item was approved by Matthew Liao-Troth on September 15, 2021. Department—St. Petersburg Collegiate High School – SP/G
121. 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 will be \$600. This item was approved by Matthew Liao-Troth on August 4, 2021. Department—College of Computer & Information Technology
122. Agreement with **Steris Corporation** to provide quarterly preventive maintenance of the Autoclave used in Natural Science at St. Petersburg/Gibbs. The Agreement is for the period of one year with an anticipated cost of \$3,000 which will include quarterly preventive maintenance and repairs and supplies. This item was approved by Matthew Liao-Troth on July 12, 2021. Department—Natural Science
123. Agreement with the **City of St. Petersburg** for the use of its Coliseum parking lots for the College’s Welcome Back event to be held on August 12, 2021. The cost to the College for this Agreement will be \$400.00. This item was approved by Matthew Liao-Troth on August 3, 2021. Department—Academic Affairs
124. Agreement with the **St. Petersburg Arts Alliance** to offer The Arts Business Academy at the St. Petersburg College Downtown Center. This program will help emerging and professional artists that want to develop their skills to become art entrepreneurs. The cost of the course will be \$199 with a 50/50 revenue share. Based on an estimate of six students during the one-year Agreement, the net revenue to the College would be \$597. The Agreement will commence as soon as possible and continue for the period of one year. This item was approved by Belinthia Berry on September 1, 2021. Department—Workforce – Business & Finance
125. Agreement with **Talx Corporation** to use its employment verification services. The Agreement allows the College to pay on a per-transaction basis as each verification is needed and requested by the College. Although the Agreement is ongoing in nature, this item is to advise regarding the expenditure for the next fiscal period. The anticipated cost to the College from July 1, 2021 through June 30, 2022 will be \$7,000. This item was approved by Jackie Skryd on August 3, 2021. Department—Human Resources
126. Agreement with **Taylor Publishing Company dba Balfour** to provide for the publication of the 2021-22 Yearbook for the St. Petersburg Collegiate High School at TS. The cost to the College for the Agreement will be \$2,000. This item was approved by Matthew Liao-Troth on July 21, 2021. Department—St. Petersburg Collegiate High School TS

127. Agreement with **Taylor Publishing Company dba Balfour** to provide for the publication of the 2021-22 Yearbook for the St. Petersburg Collegiate High School at SP/G. The cost to the College for the Agreement will be \$4,800. This item was approved by Matthew Liao-Troth on September 16, 2021. Department—St. Petersburg Collegiate High School SP/G
128. Agreement with **Teco Partners, Inc.** to provide energy consulting and supply procurement services related to the College's purchase and transport of gas to College facilities. The Agreement will continue on a month-to-month basis; however, it is anticipated that services will be needed through at least the next 12 months at an estimated cost of \$4,512. This item was approved by Janette Hunt on August 6, 2021. Department—Facilities Services
129. Agreement with **University of South Alabama**, College of Nursing whereby SPC will provide learning opportunities for MSN/Nursing Education. The Agreement will commence as soon as possible and continue through December 9, 2021. There is no cost to the College. This item was approved by Matthew Liao-Troth on September 20, 2021. Department—College of Nursing
130. 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, 2022 at a cost to the College of \$2,301. This item was approved by Matthew Liao-Troth on July 21, 2021. Department—Dental Hygiene

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

Suzanne Gardner, General Counsel, recommends approval.

ps0930211

October 19, 2021

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: 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. #113226 – Nalco Company LLC.** – This is in the amount of \$84,487.79 for water treatment at all sites. **Authority:** PCSB Bid#117-962-134-RN **Recommended** by Gary Falasca, Director of Facilities Services.
2. **P.O. #113251 – Dell Marketing LP.** – This is in the amount of \$78,348.00 for laptop computers. **This is grant funded. Authority:** RFP No. 15-16-05 Technology Refresh Program **Recommended** by Steve Moody, Director of Tech Support Services.
3. **P.O. #113266– Augusoft INC.** – This is in the amount of \$70,748.99 for online registration software licensing. **Authority:** SBE & BOT Rule 6Hx23-5.12, F: "Services or commodities ..." **Recommended** by Zoran Stanistic, Executive Director of Enterprise Systems.
4. **P.O. #113272– PC Solutions & Integration Inc.** – This is in the amount of \$79,617.48 for network equipment support. **Authority:** State of Florida Contract# 4322000-WSCA-14-ACS **Recommended** by David Creamer, Executive Director of IT Infrastructure.

5. **P.O. #113283– Pinellas Technical College.** – This is in the amount of \$98,850.00 for workforce ready certifications. **Authority:** RFC ID# 33856 **Recommended** by Belinthia Berry, Director of Corporate College.
6. **P.O. #113308– Bristol Facilities Company**– This is in the amount of \$102,000.00 for temporary staffing coverage. **This is grant funded. Authority** SBE & BOT Rule 6Hx23-5.12, Exemption G: “Professional services...” **Recommended** by Gary Falasca, Director of Facilities Services.
7. **P.O. #113309– Action Target INC**– This is in the amount of \$187,000 for shooting range equipment. **This is grant funded. Authority:** SBE & BOT Rule 6Hx23-5.12, F: “Services or commodities ...” **Recommended** by Mike Dibuono, Public Safety Training Manager.
8. **P.O. #113310– Ricoh Americas Corp** – This is in the amount of \$143,840.92 for the lease of printing equipment. **Authority:** USF ITN 9-13-G **Recommended** by Rita Farlow, Executive Director of Marketing.
9. **P.O. #113311 – Dell Marketing LP.** – This is in the amount of \$255,767.60 for computers. **This is grant funded. Authority:** RFP No. 15-16-05 Technology Refresh Program **Recommended** by Steve Moody, Director of Tech Support Services.
10. **P.O. #113312– Assessment Technologies Inst LLC** – This is in the amount of \$220,000.00 for Nursing Program textbooks. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption B: “Educational tests...” **Recommended** by Louisiana Louis, Dean of College of Nursing.
11. **P.O. #113364– Hughes Supply** – This is in the amount of \$190,470.00 for lavatory equipment. **This is grant funded. Authority:** Awarded to lowest bidder. **Recommended** by Gary Falasca, Director of Facilities Services.
12. **P.O. #113366 – Dell Marketing LP.** – This is in the amount of \$110,032.70 for computers. **This is grant funded. Authority:** RFP No. 15-16-05 Technology Refresh Program **Recommended** by Steve Moody, Director of Tech Support Services.
13. **P.O. #113627– CAE Healthcare INC.**– This is in the amount of \$90,331.65 for Nursing simulation equipment. **Authority:** SBE & BOT Rule 6Hx23-5.12, F: “Services or commodities ...” **Recommended** by Louisiana Louis, Dean of College of Nursing.
14. **P.O. #113652– Avkin INC** – This is in the amount of \$75,900.50 for Nursing simulation equipment. **This is grant funded. Authority:** SBE & BOT Rule 6Hx23-5.12, F: “Services or commodities ...” **Recommended** by Louisiana Louis, Dean of College of Nursing.

Change Orders listed in numeric order:

N/A

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

Dell Marketing LP-	PO 113251-	\$ 78,348.00
	PO 113311-	\$255,767.60
	<u>PO 113366-</u>	<u>\$110,032.70</u>
	Total-	\$444,148.30

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, Purchasing Manager

October 19, 2021

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: Tonjua Williams, President 
SUBJECT: Quarterly Report of Dell Financial agreements

Section B: Major Technology Contracts

Agreements with **Dell Financial Services, LLC** to lease Network related software for threat prevention, DNS, security, PANDB URL filtering, global protect, wildfire subscriptions and premium support. This term lease, **entered into on, or about, August 31, 2021** is for a period of 36 months. The cost to the College for this lease is expected to be approximately \$11,496.51, with a buy out total of \$1.00 due at lease end. Based on the foregoing, the total cost to the College for this lease agreement will not exceed \$11,497.51. 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 2020-2021 Budget on June 16, 2020 and the 2021-2022 Budget on June 15, 2021 (Hector Lora).



St. Petersburg Collegiate High Schools

St. Petersburg and North Pinellas

**Governing Board Meeting
SPC Seminole Campus Conference Center
October 19, 2021**

Agenda

1. Consent Agenda (approval requested)
 - Audit Reports
 - Instructional Continuity Plan
 - Referendum Plans
 - School Emergency Plans
 - Teacher Salary Increase Allocation (TSIA) Plan
 - SPCHSNP Amended Budget
 - SPCHSNP ESOL Teacher Out-of-Field Plan

2. Highlights



GOVERNING BOARD MEETING AGENDA

1. Consent Agenda (approval requested)
 - Audit Reports
 - Instructional Continuity Plan
 - Referendum Plans
 - School Emergency Plans
 - Teacher Salary Increase Allocation (TSIA) Plan
 - SPCHSNP Amended Budget
 - SPCHSNP ESOL Teacher Out-of-Field Plan
2. Highlights

October 19, 2021

Dr. Ian Call, Principal, SPCHSNP, Tarpon Springs
Raquel Giles, Principal, SPCHS, St. Petersburg/Gibbs Campus
Starla Metz, Associate Vice President, Collegiate High Schools



SPCHS/SPCHSNP CONSENT AGENDA

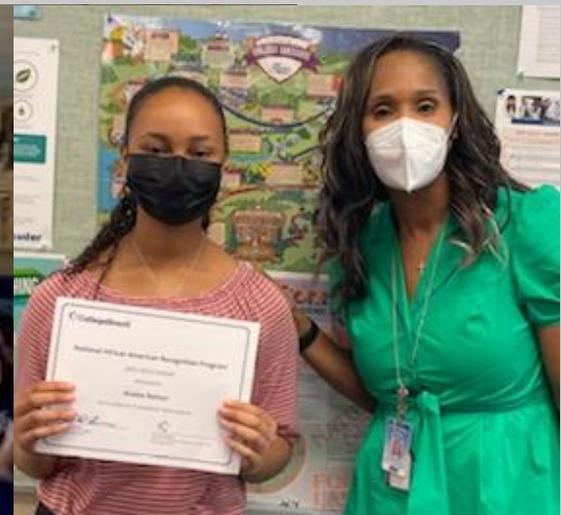
Consent Agenda (approval requested)

- Audit Reports
- Instructional Continuity Plan
- Referendum Plans
- School Emergency Plans
- Teacher Salary Increase Allocation (TSIA) Plan
- SPCHSNP Amended Budget
- SPCHSNP ESOL Teacher Out-of-Field Plan



SPCHS SP/G CAMPUS HIGHLIGHTS

- Two National Merit Commended Scholars and one National Merit Scholarship Semifinalist
- College Board National African American Recognition
- Designated by the State of Florida as an "A" School
- Great Schools College Success Gold Award Recipient
- Food Drive for SPC Pantry and Game Night





SPCHS TS CAMPUS HIGHLIGHTS



- Designated by the State of Florida as an "A" School
- National Merit Scholarship Semifinalist
- Interact Pinning Ceremony
- Rotary Tarpon Springs Triathlon
- Game and Movie Night





QUESTIONS?



**ST. PETERSBURG COLLEGIATE
HIGH SCHOOL NORTH PINELLAS**

**A CHARTER SCHOOL AND RESTRICTED FUND
OF ST. PETERSBURG COLLEGE**

**FINANCIAL STATEMENTS
JUNE 30, 2021**

**ST. PETERSBURG COLLEGIATE HIGH SCHOOL NORTH PINELLAS
FINANCIAL STATEMENTS
JUNE 30, 2021**

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INDEPENDENT AUDITOR'S REPORT

**To the Board of Trustees of St. Petersburg College
On Behalf of St. Petersburg Collegiate High School North Pinellas
St. Petersburg, Florida**

Report on the Financial Statements

We have audited the accompanying financial statements of **St. Petersburg Collegiate High School North Pinellas** (the "Charter School") (a charter school and a restricted Fund of St. Petersburg College (the "College"), St. Petersburg, Florida), as of June 30, 2021, and the related notes to the financial statements, which collectively comprise the Charter School's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Charter School as of June 30, 2021, and the changes in its net position and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As described in Note 1, the accompanying financial statements referred to above present only the financial position of the Charter School as of June 30, 2021, and the respective changes in financial position for the year then ended, and is not intended to be a complete presentation of the St. Petersburg College. These financial statements do not purport to, and do not, present fairly the financial position of the College as of June 30, 2021, and its changes in financial position for the year then ended in conformity with the accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to these matters.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis on Pages 3 through 9 be presented to supplement the basic financial statements. Such information, although not part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquires of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquires, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated September 24, 2021, on our consideration of the Charter School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Charter School's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Charter School's internal control over financial reporting and compliance.



ST. PETERSBURG COLLEGIATE HIGH SCHOOL NORTH PINELLAS

MANAGEMENT'S DISCUSSION AND ANALYSIS

Management's discussion and analysis of St. Petersburg Collegiate High School North Pinellas's (the "Charter School") financial statements provide an overview of the Charter School's financial activities for the year ended June 30, 2021. Management has prepared the accompanying financial statements and the related footnote disclosures along with the discussion and analysis. Responsibility for the completeness and fairness of this information rests with Charter School management. The discussion and analysis contains financial activities of the Charter School as a restricted fund of St. Petersburg College (the "College").

Financial Highlights

For the year ended June 30, 2021, Charter School revenues exceeded expenses, resulting in a net position balance of \$302,811. This represents an increase in net position of \$300,476 for the year ended June 30, 2020. During the 2021-2020 school year, the Charter School conducted operations with revenues of \$2,147,697. This figure represents an increase in revenues of \$730,527 over the year ended June 30, 2020. All revenues are nonoperating revenues and include Florida Education Finance Program (FEFP), Charter School Program Grant (CSP) Funds, and Elementary and Secondary School Emergency Relief Fund (ESSER) for fiscal year 2021. In accordance with Florida Statute 1007.271, *Dual Enrollment Programs*, the College invoiced the Charter School for the value of semester hours taken by Charter School students, for the fall and spring terms. As no additional state appropriations were provided to the Charter School, the College contributed funds in the amount of \$341,113 to help offset various operating expenses.

For the year ended June 30, 2020, Charter School expenses exceeded revenues, resulting in a net position balance of \$2,335. This represents a decrease in net position of \$204,654 for the year ended June 30, 2020. During the 2019-2020 school year, the Charter School conducted operations with revenues of \$1,417,170. All revenues are nonoperating revenues and include Florida Education Finance Program (FEFP) and Charter School Program Grant (CSP) Funds for fiscal year 2020. In accordance with Florida Statute 1007.271, *Dual Enrollment Programs*, the College invoiced the Charter School for the value of semester hours taken by Charter School students, for the fall and spring terms. As no additional state appropriations were provided to the Charter School, the College contributed funds in the amount of \$204,927 to help offset various operating expenses.

Using This Annual Report

This report consists of three basic financial statements: (1) the statements of net position; (2) the statements of revenues, expenses, and changes in net position; and (3) the statements of cash flows. These financial statements are prepared in accordance with Governmental Accounting Standards Board (GASB) principles, which establish standards for external financial reporting for public colleges and universities. These statements provide information on the Charter School as a whole and, over time, will present a long-term view of the Charter School's finances and fiscal health.

The Charter School, located on the St. Petersburg College Tarpon Springs campus, is a public charter school of the Pinellas County School District open to Pinellas County public, private, and home-schooled students who are in grades 10 through 12. Students entering grades 10 or 11 are accepted into the program. The purpose of the Charter School is to provide academic educational opportunities for students who are emotionally and academically prepared to participate in college-level studies. The three-year curriculum allows serious students to simultaneously complete the requirements for a high school diploma and an Associate in Arts degree from the College. The educational programs are distinctive in that they meld secondary and post-secondary curricula. The programs employ various instructional

ST. PETERSBURG COLLEGIATE HIGH SCHOOL NORTH PINELLAS

MANAGEMENT'S DISCUSSION AND ANALYSIS

techniques to accommodate different learning styles, use of technology across the curriculum and utilization of extensive group and individual counseling and mentoring.

The Charter School is organized by a nonprofit organization, the College. The College is governed by a local board of trustees appointed by the governor of the State of Florida. The Southern Association of Colleges and Schools accredits the College. The Board of Trustees of the College employs a president to act on its behalf in implementing its policies and to serve as the chief administrative officer of the College. The Board of Trustees also serves as the "Governing Board" of the Charter School.

The contract between the Board of Trustees of the College on behalf of the Charter School and the School Board of Pinellas County became effective July 1, 2019, and shall end on June 30, 2024. The charter stipulates that the Charter School shall serve students in grades 10 through 12, with a maximum funded school enrollment of 240 students.

The Charter School is recognized as a separate and discrete department in the accounting system of the College. Currently, the State of Florida Auditor General's Office audits the College's financials and operations. The College currently adheres to internal control procedures contained in the Board of Trustee Rules and the Accounting Manual for Florida's College System. The College has also established additional internal control procedures in accordance with standards contained in the Florida Schools Red Book and other stipulated guidelines for charter schools.

Statement of Net Position and Statement of Revenues, Expenses, and Changes in Net Position

One of the most important questions asked about the institution's finances is "Is St. Petersburg Collegiate High School North Pinellas, as a whole, better or worse off as a result of the year's activities?" The statement of net position and the statement of revenues, expenses, and changes in net position report information on the institution as a whole and on its activities in a way that helps answer this question. When revenues and other support exceed expenses, the result is an increase in net position. When the reverse occurs, the result is a decrease in net position. The relationship between revenues and expenses may be thought of as the Charter School's operating results.

These two statements report the Charter School's net position and change in them. One may think of the Charter School's net position, the difference between assets and liabilities, as one way to measure the institution's financial health or financial position. Over time, increases or decreases in the institution's net position are one indicator of whether its financial health is improving or deteriorating.

ST. PETERSBURG COLLEGIATE HIGH SCHOOL NORTH PINELLAS

MANAGEMENT'S DISCUSSION AND ANALYSIS

The statement of net position and the statement of revenues, expenses, and changes in net position include all assets, liabilities, revenues, and expenses using the accrual basis of accounting, which is similar to the accounting used by most private-sector institutions. All the current year's revenues and expenses are taken into consideration regardless of when cash is received or paid. Condensed statements of assets, liabilities, and net position for the Charter School at June 30, 2021 and 2020, are shown in the following table:

For the year ending June 30,	<u>2021</u>	<u>2020</u>
Assets		
Current assets	<u>\$ 393,823</u>	<u>72,792</u>
Total assets	<u>393,823</u>	<u>72,792</u>
Liabilities		
Current liabilities	14,453	11,113
Noncurrent liabilities	<u>76,559</u>	<u>59,344</u>
Total liabilities	<u>91,012</u>	<u>70,457</u>
Net position		
Unrestricted	<u>302,811</u>	<u>2,335</u>
Total net position	<u>302,811</u>	<u>2,335</u>
Total liabilities and net position	<u>\$ 393,823</u>	<u>72,792</u>

The condensed statements of net position show the assets, liabilities, and net position for the years ended June 30, 2021 and 2020. Assets consist primarily of cash and accounts receivable. Current assets increased by \$321,031 or 441.0% during 2021. Liabilities increased by \$20,555 or 29.2% during 2021.

ST. PETERSBURG COLLEGIATE HIGH SCHOOL NORTH PINELLAS

MANAGEMENT'S DISCUSSION AND ANALYSIS

The statement of revenues, expenses, and changes in net position present the Charter School's results of operations. In accordance with GASB reporting principles, revenues and expenses are classified as either operating or nonoperating. All Charter School revenues are considered nonoperating revenues under GASB. Condensed statement of revenues, expenses, and changes in net position of the Charter School for the years ended June 30, 2021 and 2020, are presented in the following table:

For the year ended June 30,	<u>2021</u>	<u>2020</u>
Operating revenues	\$ -	-
Less, operating expenses	<u>1,847,221</u>	<u>1,621,824</u>
Net operating loss	<u>(1,847,221)</u>	<u>(1,621,824)</u>
Nonoperating revenues		
State appropriations from county school district	1,407,889	890,666
CSP grant funds	328,844	320,480
ESSER funds	67,523	-
St. Petersburg College Contribution	341,113	204,927
Other nonoperating revenues	<u>2,328</u>	<u>1,097</u>
Total nonoperating revenues	<u>2,147,697</u>	<u>1,417,170</u>
Change in net position	300,476	(204,654)
Net position, beginning of year	<u>2,335</u>	<u>206,989</u>
Net position, end of year	<u><u>\$ 302,811</u></u>	<u><u>2,335</u></u>

For the year ended June 30, 2021, the Charter School's revenues exceeded expenses, resulting in a net position balance of \$302,811. This represents an increase in net position of \$300,476 over the year ended June 30, 2020. During the 2021 school year, the Charter School conducted operations with nonoperating revenues of \$2,147,697. This figure represents an increase in nonoperating revenues of \$730,527 over the year ended June 30, 2020. The nonoperating revenues include FEFP, CSP Funds, ESSER Funds, and a contribution from the College to offset various operating expenses.

ST. PETERSBURG COLLEGIATE HIGH SCHOOL NORTH PINELLAS

MANAGEMENT'S DISCUSSION AND ANALYSIS

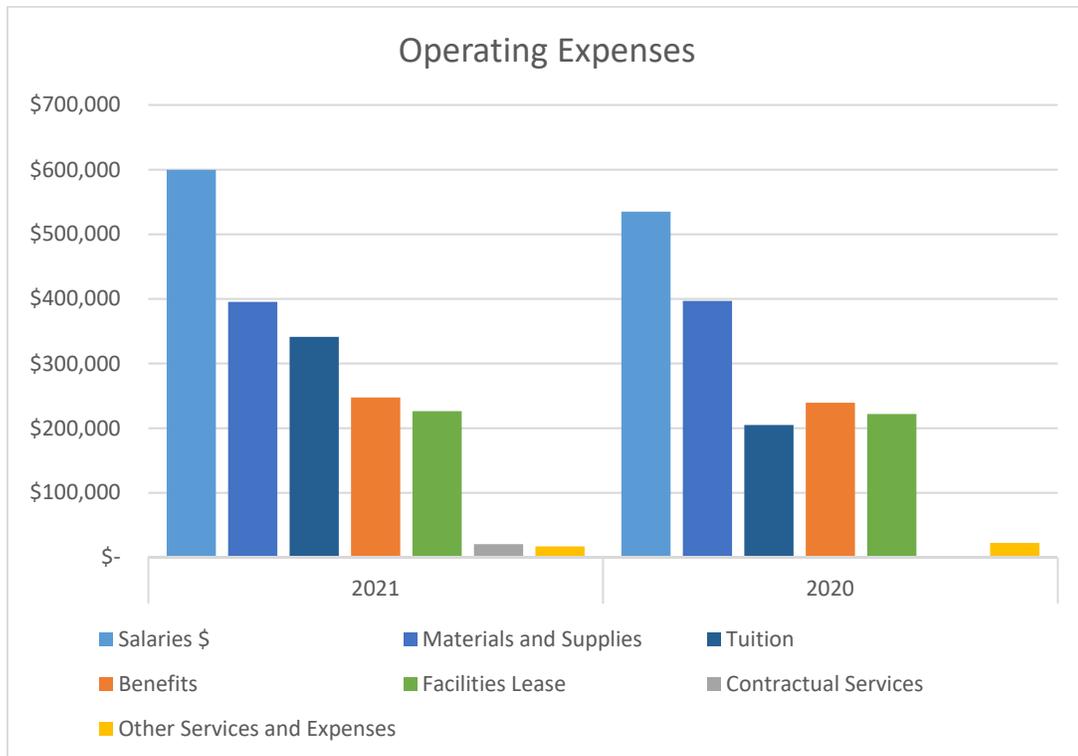
Operating Expenses

Operating expenses for the Charter School for the years ended June 30, 2021 and 2020, are presented in the following table:

For the year ended June 30,

	<u>2021</u>	<u>2020</u>
Salaries	\$ 599,578	534,789
Benefits	247,387	239,365
Contractual services	20,530	1,679
Other services and expenses	16,933	22,375
Materials and supplies	395,456	396,901
Facilities lease	226,224	221,788
Tuition	341,113	204,927
Total operating expenses	<u>\$ 1,847,221</u>	<u>1,621,824</u>

Operating expenses of the Charter School for the years ended June 30, 2021 and 2020, are presented in the following chart:



ST. PETERSBURG COLLEGIATE HIGH SCHOOL NORTH PINELLAS

MANAGEMENT'S DISCUSSION AND ANALYSIS

Statement of Cash Flows

The statement of cash flows provides another way to assess the financial health of an institution. Its primary purpose is to provide relevant information about the cash receipts and cash payments of an entity during a period. The statement of cash flows also help users assess:

- An entity's ability to generate future net cash flows;
- Its ability to meet its obligations as they come due;
- Its need for external financing.

A summary of the Charter School's statement of cash flows for the years ended June 30, 2021 and 2020, is shown in the following table:

For the year ended June 30,

	<u>2021</u>	<u>2020</u>
Cash (used in) provided by		
Operating activities	\$ (1,826,666)	(1,551,367)
Noncapital financing activities	1,968,472	1,368,588
Net increase (decrease) in cash and cash equivalents	141,806	(182,779)
Cash and cash equivalents at beginning of year	24,210	206,989
Cash and cash equivalents at end of year	<u>\$ 166,016</u>	<u>24,210</u>

Cash used by operating activities was \$1,826,666 for the year ended June 30, 2021 compared to \$1,551,367 for the year ending June 30, 2020. Uses of cash during 2021 and 2020 included payments to suppliers of \$395,427 and \$396,478; payments to employees of \$598,181 and \$497,740; benefit payments of \$228,258 and \$206,380; payments for other services of \$37,463 and \$24,054; payments for facilities lease of \$226,224 and \$221,788; and payments for tuition of \$341,113 and \$204,927, respectively. Payroll, benefits, payments to suppliers, facilities lease, and tuition are the major outflows of operating activities.

Cash provided by noncapital financing activities was \$1,968,472 for the year ended June 30, 2021 compared to \$1,368,588 for the year ended June 30, 2020. This amount primarily represents state appropriations passed through the Pinellas County School District, awards, and contributions from the College to offset various operating expenses.

The Charter School did not have any cash provided by capital and related financing activities for the years ended June 30, 2021 and 2020.

ST. PETERSBURG COLLEGIATE HIGH SCHOOL NORTH PINELLAS

MANAGEMENT'S DISCUSSION AND ANALYSIS

Economic Factors That Will Affect the Future

The economic position of the Charter School continues to be closely tied to that of the State of Florida. It is expected that the Charter School will continue to maintain its present level of services and financial health.

The Charter School charter became effective on July 1, 2019, for a period of five years. The present contract provides funding for up to 240 students and will continue through June 30, 2024. St. Petersburg Collegiate High School North Pinellas received funding for 217 students for the 2020-2021 school year and expects to receive funding for 211 students for the 2021-2022 school year.

As a result of the spread of the COVID-19 Coronavirus, economic uncertainties have arisen which may impact the Charter School's revenues. Other financial impact could occur, though such potential impact is unknown at this time.

Requests for Information

This financial report is designed to provide a general overview of the Charter School's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to St. Petersburg College, P.O. Box 13489, St. Petersburg, FL 33733-3489.

**ST. PETERSBURG COLLEGIATE
HIGH SCHOOL NORTH PINELLAS
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

Operating revenues	\$	-
Operating expenses		
Salaries		599,578
Benefits		247,387
Contractual services		20,530
Other services and expenses		16,933
Materials and supplies		395,456
Facilities lease		226,224
Tuition		341,113
Total operating expenses		<u>1,847,221</u>
Operating loss		<u>(1,847,221)</u>
Nonoperating revenues		
State appropriations from county school district		1,407,889
CSP grant funds		328,844
ESSER funds		67,523
St. Petersburg College contribution		341,113
Other nonoperating revenues, net of related expense		2,328
Total nonoperating revenues		<u>2,147,697</u>
Change in net position		300,476
Net position, beginning of year		<u>2,335</u>
Net position, end of year	\$	<u><u>302,811</u></u>

See Notes to Basic Financial Statements.

**ST. PETERSBURG COLLEGIATE
HIGH SCHOOL NORTH PINELLAS
STATEMENT OF CASH FLOWS
FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

CASH FLOWS FROM OPERATING ACTIVITIES

Payments to suppliers	\$ (395,427)
Payments to employees	(598,181)
Payments for benefits	(228,258)
Payments for other services	(37,463)
Payments for facilities lease	(226,224)
Payments for tuition	(341,113)
Net cash used in operating activities	<u>(1,826,666)</u>

CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES

State appropriations	1,407,889
Award funds	217,142
Receipts for the nonoperating activities	12,491
St. Petersburg College contribution	341,113
Payments for other nonoperating activities	(10,163)
Net cash provided by noncapital financing activities	<u>1,968,472</u>

Net increase in cash 141,806

Cash, beginning of year 24,210

Cash, end of year \$ 166,016

Reconciliation of operating loss to net cash used in operating activities

Operating loss	\$ (1,847,221)
Adjustments to reconcile operating loss to net cash used in operating activities	
Increase in accounts payable	29
Increase in other payables	20,526
	<u>20,526</u>

Net cash used in operating activities \$ (1,826,666)

See Notes to Basic Financial Statements.

ST. PETERSBURG COLLEGIATE HIGH SCHOOL NORTH PINELLAS

NOTES TO BASIC FINANCIAL STATEMENT

NOTE 1. NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Activities

St. Petersburg Collegiate High School North Pinellas (the "Charter School") is a restricted fund of St. Petersburg College (the "College"). The general operating authority of the Charter School is contained in Section 1002.33, Florida Statutes. The Charter School operates under a charter with the sponsoring school district, the School Board of Pinellas County (Sponsor or District). The initial charter became effective on July 1, 2019, and is effective through June 30, 2024. The charter can be renewed every five school years or longer by mutual written agreement of the parties, pursuant to Florida law. At the end of the term of the charter, the Sponsor may choose not to renew the charter under grounds specified in the charter, in which case, the Sponsor is required to notify the Charter School in writing at least 90 days prior to the charter's expiration. During the term of the charter, the Sponsor may also terminate the charter if good cause is shown. The Charter School shall notify the Sponsor in writing at least 90 days prior to the expiration of the charter as to its intent to renew or not renew.

Basis of Presentation

The records of the Charter School are maintained as a fund on the books of the College and, accordingly, they follow the same basis of presentation. The Charter School's accounting policies conform to accounting principles generally accepted in the United States of America applicable to colleges and universities as prescribed by the Governmental Accounting Standards Board (GASB). The National Association of College and University Business Officers (NACUBO) also provide the College with recommendations prescribed in accordance with generally accepted accounting principles promulgated by GASB and the Financial Accounting Standards Board (FASB), such as GASB Statement No. 35, *Basic Financial Statements and Management's Discussion and Analysis for Public Colleges and Universities*. GASB Statement No. 35 includes public colleges and universities within the financial reporting guidelines of GASB Statement No. 34, *Basic Financial Statements and Management Discussion and Analysis for State and Local Governments*. GASB No. 35 allows public colleges and universities the option of reporting as a government either engaged in only business-type activities, or engaged in both governmental and business-type activities. The College elected to report as an entity engaged in only business-type activities. Therefore, these financial statements are presented accordingly.

ST. PETERSBURG COLLEGIATE HIGH SCHOOL NORTH PINELLAS

NOTES TO BASIC FINANCIAL STATEMENT

NOTE 1. NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Basis of Accounting

Basis of accounting refers to when revenues, expenses, and related assets and liabilities are recognized in the accounts and reported in the financial statements. Specifically, it relates to the timing of the measurements made, regardless of the measurement focus applied. The Charter School's financial statements are presented using the economic resource measurement focus and accrual basis of accounting. Revenues, expenses, gains, losses, assets, and liabilities resulting from nonexchange activities are generally recognized when all applicable eligibility requirements, including time requirements, are met.

The Charter School's principal activity is instruction. Operating expenses include all fiscal transactions related to instruction as well as administration, academic support, student services, and physical plant operations. Nonoperating revenues include state appropriations from the county school district, the Charter School Program (CSP grant), and Elementary and Secondary School Emergency Relief Fund (ESSER).

Cash and Cash Equivalents

Amounts reported as cash and cash equivalents consist of cash on hand. Cash deposits of the Charter School are held by banks qualified as public depositories under Florida Statute Chapter 280. All such deposits are insured by federal depository insurance or collateralized with securities held in Florida's multiple financial institution collateral pool.

Accounts Receivable

Management considers all receivables at June 30, 2021 to be collectible. Accordingly, no allowance for uncollectible accounts has been provided at June 30, 2021.

Capital Assets

The Charter School uses the policies of the College for capitalization and depreciation. The Charter School has a capitalization threshold of \$5,000 for tangible personal property and \$25,000 for improvements other than buildings. There were no capital assets as of June 30, 2021.

ST. PETERSBURG COLLEGIATE HIGH SCHOOL NORTH PINELLAS

NOTES TO BASIC FINANCIAL STATEMENT

NOTE 1. NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Net Position

Net position represents the difference between assets and liabilities. Net position is reported as restricted when there are limitations imposed on their use either through enabling legislation or through external restrictions imposed by creditors, grantors, laws or regulations. Net position not reported as restricted net position is reported as unrestricted net position.

When both restricted and unrestricted amounts of net position are available for use for expenses incurred, it is the Charter School's policy to use restricted amounts first and then unrestricted amounts as they are needed.

Revenue Sources

Revenue for current operations is received primarily from the School Board of Pinellas County, Florida pursuant to the funding provisions included in the Charter School's charter. In accordance with the funding provisions of the charter and Section 1002.33(18)(b), Florida Statutes, the Charter School reports the number of fulltime equivalent (FTE) students and related data to the District. State appropriations, contributions, and grant funding are classified as nonoperating revenue. The level of the Charter School's operations and program services may be impacted or discontinued if funding is not renewed.

Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Subsequent Events

Management has evaluated all subsequent events through September 24, 2021, the date on which the financial statements were available to be issued. There were no subsequent events which would require adjustment to or disclosure in the accompanying financial statements.

NOTE 2. ACCOUNTS RECEIVABLE

Accounts receivable as of June 30, 2021 consists of \$227,807 representing accrued revenue from the Charter School Program grant of \$189,445 and Elementary and Secondary School Emergency Relief Fund (ESSER) of \$38,362, receivable from the Pinellas County School Board for the month of June 2021 that was collected in August 2021.

ST. PETERSBURG COLLEGIATE HIGH SCHOOL NORTH PINELLAS

NOTES TO BASIC FINANCIAL STATEMENT

NOTE 3. COMPENSATED ABSCENCES LIABILITY

College employees may accrue annual vacation and sick leave based on length of service, subject to certain limitations regarding the amount that will be paid upon termination. The College reports a liability for the accrued leave; however, state noncapital appropriations fund only the portion of accrued leave that is used or paid in the current fiscal year. Although the College expects the liability to be funded primarily from future appropriations, generally accepted accounting principles do not permit the recording of a receivable in anticipation of future appropriations.

At June 30, 2021, the estimated liability for compensated absences payable to the Charter School employees, which includes the College's share of the Florida Retirement System and FICA contributions, totaled \$85,066.

The current portion of the compensated absences liability at June 30, 2021, totaled \$8,507, and is expected to be paid in the coming fiscal year. The current portion was determined by calculating 10% of the compensated absences liability at June 30, 2021, estimated based on amounts that were historically paid out at the College.

The following is a summary of changes in compensated absences:

Beginning Balance June 30, 2020	Additions	Deletions	Ending Balance June 30, 2021
\$ 65,938	\$ 19,871	\$ 743	\$ 85,066

NOTE 4. FUNCTIONAL DISTRIBUTION OF EXPENSES

Operating expenses on the statement of revenues, expenses, and changes in net position are presented in natural classifications. Below are those same expenses presented in functional classifications as recommended by NACUBO. The functional classification is assigned to a department based on the nature of the activity, which represents the material portion of the activity attributable to the department. Functional classification of expenses for the year ended June 30, 2021, is summarized in the following table:

Instruction	\$ 1,145,779
Academic support	701,441
Total operating expenses	<u>\$ 1,847,221</u>

ST. PETERSBURG COLLEGIATE HIGH SCHOOL NORTH PINELLAS

NOTES TO BASIC FINANCIAL STATEMENT

NOTE 5. STATE RETIREMENT PROGRAMS

Florida Retirement System

The College participates in the Florida Retirement System (FRS) defined benefit pension plan and the Health Insurance Subsidy (HIS) defined benefit plan administered by the Florida Division of Retirement. As a participating employer, the College implemented Governmental Accounting Standards Board (GASB) Statement No 68, *Accounting and Financial Reporting for Pensions*, which requires employers participating in cost-sharing multiple-employer defined benefit pension plans to report the employers' proportionate share of the net pension liabilities of the defined benefit pension plan. The Charter School employees are employees of the College, and thus, no liability is recorded at the Charter School level. Please refer to the St. Petersburg College audited financial statements, in which complete pension and OPEB disclosures are reported.

Essentially all regular employees of the College, including the Charter School are eligible to enroll as members of the state administered FRS. Provisions relating to FRS are established by Chapters 121 and 122, Florida Statutes; Chapter 112, Part IV, Florida Statutes; Chapter 238, Florida Statutes; and Florida Retirement System Rules, Chapter 60S, Florida Administrative Code, wherein eligibility, contributions, and benefits are defined and described in detail.

The FRS is a cost-sharing, multiple-employer public-employee retirement system with two defined benefit plans and other nonintegrated programs administered by the Department of Management Services, Division of Retirement. These include a defined-benefit pension plan (Pension Plan) and a defined contribution plan, referred to as the Florida Retirement System Investment Plan (Investment Plan).

Employees enrolled in the Pension Plan prior to July 1, 2011, vest at six years of creditable service, and employees enrolled in the Pension Plan on or after July 1, 2011, vest at eight years of creditable service. All vested members enrolled prior to July 1, 2011, are eligible for normal retirement benefits at age 62 or at any age after 30 years of service.

All members enrolled in the Pension Plan on or after July 1, 2011, once vested, are eligible for normal retirement benefits at age 65, or any time after 33 years of creditable service. Members of both Plans may include up to four years of credit for military service toward creditable service. The Pension Plan also includes an early retirement provision; however, there is a benefit reduction for each year a member retires before his or her normal retirement date. The Pension Plan provides retirement, disability, death benefits, and annual cost-of-living adjustments.

As provided in Section 121.4501, Florida Statutes, eligible FRS members may elect to participate in the Investment Plan in lieu of the FRS defined-benefit plan. Employer contributions are defined by law, but the ultimate benefit depends in part on the performance of investment funds.

ST. PETERSBURG COLLEGIATE HIGH SCHOOL NORTH PINELLAS

NOTES TO BASIC FINANCIAL STATEMENT

NOTE 5. STATE RETIREMENT PROGRAMS (CONTINUED)

The Investment Plan is funded by employer and employee contributions that are based on salary and membership class (Regular Class, Senior Management Service Class, etc.). Contributions are directed to individual member accounts, and the individual members allocate contributions and account balances among various approved investment choices. Employees in the Investment Plan vest at one year of service for employer contributions and vest fully and immediately for employee contributions.

Contributions

The State of Florida establishes contribution rates for participating employers and employees. Contribution rates during for the year ended June 30, 2021 were as follows:

Class or Plan	Percent of Gross Salary	
	Employee	Employer ^(a)
FRS - Regular	3.00%	10.00%
FRS - Senior Management Services	3.00%	27.29%

^(a) *Employer rates include 1.66% for the post-employment mental health insurance subsidy. Also, employer rates, include .06% for administrative costs of the Investment Plan.*

The Charter School's liability for participation is limited to the payment of the required contribution at the rates and frequencies established by law on future payrolls of the College. The Charter School's allocated contributions to the state administered FRS for the year ended June 30, 2021, were \$56,395.

During the year ended June 30, 2021, there were 11 Charter School participants enrolled in the Pension Plan and five participants enrolled in the Investment Plan. Employee contributions totaled \$16,962 for the year ended June 30, 2021.

A Comprehensive Annual Financial Report of the FRS, which includes its financial statement, required supplementary information, actuarial report, and other relevant information, is available from the Florida Department of Management Services, Division of Retirement. The FRS Investment Plan is administered by the Florida State Board Administration (SBA), and is reported in an SBA annual financial statement and in the State of Florida Comprehensive Annual Financial Report.

ST. PETERSBURG COLLEGIATE HIGH SCHOOL NORTH PINELLAS

NOTES TO BASIC FINANCIAL STATEMENT

NOTE 5. STATE RETIREMENT PROGRAMS (CONTINUED)

The College administers a single-employer defined benefit plan, Other Post-Employment Benefits Plan (OPEB Plan) that provides healthcare benefits for retirees and their benefits for all employees who satisfy the College's retirement eligibility provisions. Pursuant to the provisions of Section 112.0801, Florida Statutes, former employees who retire from the College are eligible to participate in the College's self-insured dental, health and hospitalization plan for medical and prescription drug, and life insurance coverage. The College subsidizes the premium rates paid by retirees by allowing them to participate in the OPEB Plan at reduced or blended group (implicitly subsidized) premium rates for both active and retired employees. These rates provide an implicit subsidy for retirees because, on an actuarial basis, their current and future claims are expected to result in higher costs to the OPEB Plan on average than those of active employees. The College does not offer any explicit subsidies for retiree coverage. Retirees are required to enroll in the Federal Medicare (Medicare) program for their primary coverage as soon as they are eligible. The OPEB Plan contribution requirements and benefit terms of the College and the OPEB Plan members are established and may be amended by action from the Board. No assets are accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement No. 75.

NOTE 6. RISK MANAGEMENT PROGRAMS

The College is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The College provided coverage for these risks through a self-insured program and the Florida Community Colleges Risk Management Consortium. The Charter School is part of the College's self-insured program for risk management. Health and hospitalization coverage was added beginning January 1, 2021. Prior to January 1, 2021, the Board was self-insured for its group health and hospitalization for employees, retirees, former employees, and their dependents. The College's liability was limited by the excess insurance of \$350,000 per insured person. The plan was provided by an insurance company licensed by the Florida Office of Insurance Regulation.

Life insurance, dental, and eye coverage for employees is provided through purchased commercial insurance. The College contributes employee premiums as a fringe benefit. Employee dependent coverage is by payroll deduction and coverage for retirees, former employees, and their dependents is by prepaid premium.

Consortium

The College participated in the Florida Community Colleges Risk Management Consortium (the "Consortium"), which was created under authority of Section 1001.64(27), Florida Statutes, by the Boards of Trustees of Florida public community colleges for the purpose of joining a cooperative effort to develop, implement, and participate in a coordinated statewide community college risk management program.

ST. PETERSBURG COLLEGIATE HIGH SCHOOL NORTH PINELLAS

NOTES TO BASIC FINANCIAL STATEMENT

NOTE 6. RISK MANAGEMENT PROGRAMS (CONTINUED)

The Consortium is self-sustaining through member assessments (premiums) and is reinsured through commercial companies for claims in excess of specified amounts. Insurance coverage obtained through the Consortium included fire and extended property, general and automobile liability, workers' compensation, and other liability coverage. Settled claims resulting from these risks have not exceeded coverage in any of the past three years. The Charter School is part of the College's participation in the Consortium.

NOTE 7. RELATED PARTIES

There is a formal lease agreement between the Charter School and the College for facility space utilized by the Charter School. The term of the lease agreement is 30 years and commenced on July 1, 2019. Either party may terminate this agreement upon giving the other party no less than 360 days' notice. The Charter School will pay to the College base rent for the leased premises for each year during the lease term in the amount of \$18.47 per square foot or \$221,788. The base rent shall escalate on the anniversary date of each year during the lease term at a rate of 2% from the immediately preceding year's base rent. Lease payments made for the year ended June 30, 2021, were \$226,224.

Scheduled lease payments for future periods under the operating lease with the College are as follows:

For the year ending June 30,

2022	\$	230,748
2023		235,363
2024		240,070
2025		244,872
2026		249,769
2027-2031		1,325,804
2032-2036		1,463,795
2037-2041		1,616,148
2042-2046		1,784,358
2047-2049		1,158,565
	\$	<u>8,549,492</u>

ST. PETERSBURG COLLEGIATE HIGH SCHOOL NORTH PINELLAS

NOTES TO BASIC FINANCIAL STATEMENT

NOTE 7. RELATED PARTIES (CONTINUED)

Tuition

Florida Statute Section 1007.271, *Dual Enrollment Programs*, addresses enrollment of eligible secondary students in postsecondary courses creditable toward high school completion and a career certificate or an associate or baccalaureate degree.

The Statute requires each district school superintendent and each public postsecondary institution president to develop a comprehensive dual enrollment articulation agreement for the respective school district and postsecondary institution. Such agreement must be submitted annually to the Florida Department of Education. The components of the articulation agreement include a requirement for a funding provision that delineates costs incurred by each entity.

The funding provision requirement further details that school districts shall pay public postsecondary institutions the standard tuition rate per credit hour from funds provided in the Florida Education Finance Program when dual enrollment course instruction takes place on the postsecondary institution's campus, and the course is taken during the fall or spring term.

In accordance with this legislation, the College invoiced the Charter School for the number of semester hours taken by Charter School students for classes at St. Petersburg College, multiplied by the standard tuition rate per credit hour, for the fall and spring terms. The Charter School recorded this tuition expense which totaled \$341,113 for the fiscal year ended June 30, 2021.

As no additional state appropriations were provided to the Charter School, the College contributed funds in the amount of \$341,113 for the fiscal year ended June 30, 2021, to help offset various operating expenses such as the costs for textbooks, nutrition, contracted services, and educational supplies.



INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

**To the Board of Trustees of St. Petersburg College
On Behalf of St. Petersburg Collegiate High School North Pinellas
St. Petersburg, Florida**

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of St. Petersburg Collegiate High School North Pinellas (the "Charter School") as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the Charter School's basic financial statements, and have issued our report thereon dated September 24, 2021.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Charter School's internal control over financial reporting (internal control) to determine audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Charter School's internal control. Accordingly, we do not express an opinion on the effectiveness of the Charter School's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Charter School's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Charter School's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Charter School's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Bradenton, Florida
September 24, 2021



INDEPENDENT AUDITOR'S MANAGEMENT LETTER

**To the Board of Trustees of St. Petersburg College
On Behalf of St. Petersburg Collegiate High School North Pinellas
St. Petersburg, Florida**

Report on the Financial Statements

We have audited the financial statements of St. Petersburg Collegiate High School North Pinellas (the "Charter School") as of and for the fiscal year ended June 30, 2021, and have issued our report thereon dated September 24, 2021.

Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, and Chapter 10.850, Rules of the Auditor General.

Other Reporting Requirements

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*. Disclosures in that report, if any, which is dated September 24, 2021, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.854(1)(e)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. There were no findings and recommendations in the prior year audit report.

Official Title

Section 10.854(1)(e)5., Rules of the Auditor General, requires that the name or official title of the entity and the school code assigned by the Florida Department of Education be disclosed in this management letter. The official title and the school code assigned by the Florida Department of Education of the entity are St. Petersburg Collegiate High School North Pinellas, 7411.

Financial Condition and Management

Sections 10.854(1)(e)2. and 10.855(11), Rules of the Auditor General, require us to apply appropriate procedures and communicate whether or not the Charter School has met one or more conditions described in Section 218.503(1), Florida Statutes, and to identify the specific condition(s) met. In connection with our audit, we determined that the Charter School did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

Pursuant to Sections 10.854(1)(e)6.a. and 10.855(12), Rules of the Auditor General, we applied financial condition assessment procedures for the Charter School. It is management's responsibility to monitor the Charter School's financial condition, and our financial condition assessment was based in part on representations made by management and review of financial information provided by same.

Section 10.854(1)(e)3., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Transparency

Sections 10.854(1)(e)7. and 10.855(13), Rules of the Auditor General, require us to apply appropriate procedures and communicate the results of our determination as to whether the Charter School maintains on its website the information specified in Section 1002.33(9)(p), Florida Statutes. In connection with our audit, we determined that the Charter School maintained on its website the information specified in Section 1002.33(9)(p), Florida Statutes.

Additional Matters

Section 10.854(1)(e)4., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred or are likely to have occurred, that have an effect on the financial statements that is less than material but warrants attention of those charged with governance. In connection with our audit, we did not have any such findings.

Purpose of this Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, federal and other granting agencies, the Board of Trustees of St. Petersburg College, and applicable management, and the School Board of Pinellas County, and is not intended to be and should not be used by anyone other than these specified parties.



Bradenton, Florida
September 24, 2021

**ST. PETERSBURG COLLEGE
COLLEGIATE HIGH SCHOOL**

**A CHARTER SCHOOL AND RESTRICTED FUND
OF ST. PETERSBURG COLLEGE**

**FINANCIAL STATEMENTS
JUNE 30, 2021**

**ST. PETERSBURG COLLEGE COLLEGIATE HIGH SCHOOL
FINANCIAL STATEMENTS
JUNE 30, 2021**

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INDEPENDENT AUDITOR'S REPORT

**To the Board of Trustees of St. Petersburg College
On Behalf of St. Petersburg College Collegiate High School
St. Petersburg, Florida**

Report on the Financial Statements

We have audited the accompanying financial statements of **St. Petersburg College Collegiate High School** (the "Charter School") (a charter school and a restricted Fund of St. Petersburg College (the "College"), St. Petersburg, Florida), as of June 30, 2021, and the related notes to the financial statements, which collectively comprise the Charter School's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Charter School as of June 30, 2021, and the changes in its net position and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As described in Note 1, the accompanying financial statements referred to above present only the financial position of the Charter School as of June 30, 2021, and the respective changes in financial position for the year then ended, and is not intended to be a complete presentation of the St. Petersburg College. These financial statements do not purport to, and do not, present fairly the financial position of the College as of June 30, 2021, and its changes in financial position for the year then ended in conformity with the accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to these matters.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis on Pages 3 through 9 be presented to supplement the basic financial statements. Such information, although not part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquires of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquires, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated September 22, 2021, on our consideration of the Charter School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Charter School's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Charter School's internal control over financial reporting and compliance.



ST. PETERSBURG COLLEGE COLLEGIATE HIGH SCHOOL

MANAGEMENT'S DISCUSSION AND ANALYSIS

Management's discussion and analysis of St. Petersburg College Collegiate High School (the "Charter School") financial statements provide an overview of the Charter School's financial activities for the year ended June 30, 2021. Management has prepared the accompanying financial statements and the related footnote disclosures along with the discussion and analysis. Responsibility for the completeness and fairness of this information rests with Charter School management. The discussion and analysis contain financial activities of the Charter School as a restricted fund of St. Petersburg College (the "College").

Financial Highlights

For the year ended June 30, 2021, Charter School revenues exceeded expenses, resulting in a net position balance of \$1,706,103. This represents an increase in net position of \$195,270 for the year ended June 30, 2021. During the 2020-2021 school year, the Charter School conducted operations with revenues of \$2,088,945. This figure represents an increase in revenues of \$150,135 over the year ended June 30, 2020. All revenues are nonoperating revenues and include Florida Education Finance Program (FEFP), Charter School Capital Outlay Funds, and Elementary and Secondary School Emergency Relief Fund (ESSER) for fiscal year 2021. In accordance with Florida Statute 1007.271, *Dual Enrollment Programs*, the College invoiced the Charter School for the value of semester hours taken by Charter School students, for the fall and spring terms. As no additional state appropriations were provided to the Charter School, the College contributed funds in the amount of \$386,533 to help offset various operating expenses.

For the year ended June 30, 2020, Charter School expenses exceeded revenues, resulting in a net position balance of \$1,510,833. This represents an increase in net position of \$256,698 for the year ended June 30, 2019. During the 2019-2020 school year, the Charter School conducted operations with revenues of \$1,938,810. All revenues are nonoperating revenues and include Florida Education Finance Program (FEFP), State of Florida School Recognition Award and Charter School Capital Outlay Funds for fiscal year 2020. In accordance with Florida Statute 1007.271, *Dual Enrollment Programs*, the College invoiced the Charter School for the value of semester hours taken by Charter School students, for the fall and spring terms. As no additional state appropriations were provided to the Charter School, the College contributed funds in the amount of \$395,026 to help offset various operating expenses.

Using This Annual Report

This report consists of three basic financial statements: the statement of net position; the statement of revenues, expenses, and changes in net position; and the statement of cash flows. These financial statements are prepared in accordance with Governmental Accounting Standards Board (GASB) principles, which establish standards for external financial reporting for public colleges and universities. These statements provide information on the Charter School as a whole and, over time, will present a long-term view of the Charter School's finances and fiscal health.

The Charter School, located on the St. Petersburg College St. Pete Gibbs campus, is a public charter school of the Pinellas County School District open to Pinellas County public, private, and home-schooled students who are in grades 10 through 12. Students entering grades 10 or 11 are accepted into the program. The purpose of the Charter School is to provide academic educational opportunities for students who are emotionally and academically prepared to participate in college-level studies. The three-year curriculum allows serious students to simultaneously complete the requirements for a high school diploma and an Associate in Arts degree from the College. The educational programs are distinctive in that they meld secondary and post-secondary curricula. The programs employ various instructional

ST. PETERSBURG COLLEGE COLLEGIATE HIGH SCHOOL

MANAGEMENT'S DISCUSSION AND ANALYSIS

techniques to accommodate different learning styles, use of technology across the curriculum and utilization of extensive group and individual counseling and mentoring.

The Charter School is organized by a nonprofit organization, the College. The College is governed by a local board of trustees appointed by the governor of the State of Florida. The Southern Association of Colleges and Schools accredits the College. The Board of Trustees of the College employs a president to act on its behalf in implementing its policies and to serve as the chief administrative officer of the College. The Board of Trustees also serves as the "Governing Board" of the Charter School.

The contract between the Board of Trustees of the College on behalf of the Charter School and the School Board of Pinellas County was amended in 2013. The Collegiate High School Charter became effective July 1, 2004, renewed in 2009, amended in 2013 and shall end on June 30, 2024. The charter stipulates that the Charter School shall serve students in grades 10 through 12, with a maximum funded school enrollment of 230 students.

The Charter School is recognized as a separate and discrete department in the accounting system of the College. Currently, the State of Florida Auditor General's Office audits the College's financials and operations. The College currently adheres to internal control procedures contained in the Board of Trustee Rules and the Accounting Manual for Florida's College System. The College has also established additional internal control procedures in accordance with standards contained in the Florida Schools Red Book and other stipulated guidelines for charter schools.

Statements of Net Position and Statements of Revenues, Expenses, and Change in Net Position

One of the most important questions asked about the institution's finances is "Is St. Petersburg College Collegiate High School, as a whole, better or worse off as a result of the year's activities?" The statement of net position and the statement of revenues, expenses, and changes in net position report information on the institution as a whole and on its activities in a way that helps answer this question. When revenues and other support exceed expenses, the result is an increase in net position. When the reverse occurs, the result is a decrease in net position. The relationship between revenues and expenses may be thought of as the Charter School's operating results.

These two statements report the Charter School's net position and change in them. One may think of the Charter School's net position, the difference between assets and liabilities, as one way to measure the institution's financial health or financial position. Over time, increases or decreases in the institution's net position are one indicator of whether its financial health is improving or deteriorating.

ST. PETERSBURG COLLEGE COLLEGIATE HIGH SCHOOL

MANAGEMENT'S DISCUSSION AND ANALYSIS

The statement of net position and the statement of revenues, expenses, and changes in net position include all assets, liabilities, revenues, and expenses using the accrual basis of accounting, which is similar to the accounting used by most private-sector institutions. All of the current year's revenues and expenses are taken into consideration regardless of when cash is received or paid. Condensed statements of assets, liabilities, and net position for the Charter School at June 30, 2021 and 2020 are shown in the following table:

For the year ending June 30,

	<u>2021</u>	<u>2020</u>
Assets		
Current assets	\$ 1,785,676	1,585,147
Total assets	<u>1,785,676</u>	<u>1,585,147</u>
Liabilities		
Current liabilities	11,638	11,175
Noncurrent liabilities	67,935	63,139
Total liabilities	<u>79,573</u>	<u>74,314</u>
Net position		
Unrestricted	1,441,444	1,258,189
Restricted		
Capital outlay	217,908	194,787
School Recognition Program	46,751	57,857
Total net position	<u>1,706,103</u>	<u>1,510,833</u>
Total liabilities and net position	<u>\$ 1,785,676</u>	<u>1,585,147</u>

The condensed statements of net position show the assets, liabilities, and net position for the years ended June 30, 2021 and 2020. Assets consist primarily of cash and accounts receivable. Current assets increased by \$200,529 or 12.7% during 2021 and increased by \$188,442 or 13.5% during 2020. Liabilities consists primarily of accounts payable and payroll accruals. Liabilities increased by \$5,259 or 7.1% during 2021 and decreased by \$68,256 or 47.9% during 2020.

ST. PETERSBURG COLLEGE COLLEGIATE HIGH SCHOOL

MANAGEMENT'S DISCUSSION AND ANALYSIS

The statement of revenues, expenses, and changes in net position present the Charter School's results of operations. In accordance with GASB reporting principles, revenues, and expenses are classified as either operating or nonoperating. All Charter School revenues are considered nonoperating revenues under GASB. Condensed statements of revenues, expenses, and changes in net position of the Charter School for the years ended June 30, 2021 and 2020 are presented in the following table:

For the year ended June 30,	<u>2021</u>	<u>2020</u>
Operating revenues	\$ -	-
Less, operating expenses	<u>1,893,675</u>	1,682,112
Net operating loss	<u>(1,893,675)</u>	(1,682,112)
Nonoperating revenues		
State appropriations from county school district	1,547,462	1,402,624
Capital outlay funds	122,852	113,784
School Recognition Program	-	26,489
ESSER Funds	35,566	-
Contributions	386,533	395,026
Other nonoperating revenues (expenses)	<u>(3,468)</u>	887
Total nonoperating revenues	<u>2,088,945</u>	<u>1,938,810</u>
Change in net position	195,270	256,698
Net position, beginning of year	<u>1,510,833</u>	<u>1,254,135</u>
Net position, end of year	<u>\$ 1,706,103</u>	<u>1,510,833</u>

For the year ended June 30, 2021, the Charter School's revenues exceeded expenses, resulting in a net position balance of \$1,706,103. This represents an increase in net position of \$195,270 over the year ended June 30, 2020. During the 2021 school year, the Charter School conducted operations with non-operating revenues of \$2,088,945. This figure represents an increase in non-operating revenues of \$150,135 over the year ended June 30, 2020. The non-operating revenues include FEFP, Charter School Capital Outlay Funds, State of Florida School Recognition Award, ESSER Funds, and a contribution from the College to offset various operating expenses.

ST. PETERSBURG COLLEGE COLLEGIATE HIGH SCHOOL

MANAGEMENT'S DISCUSSION AND ANALYSIS

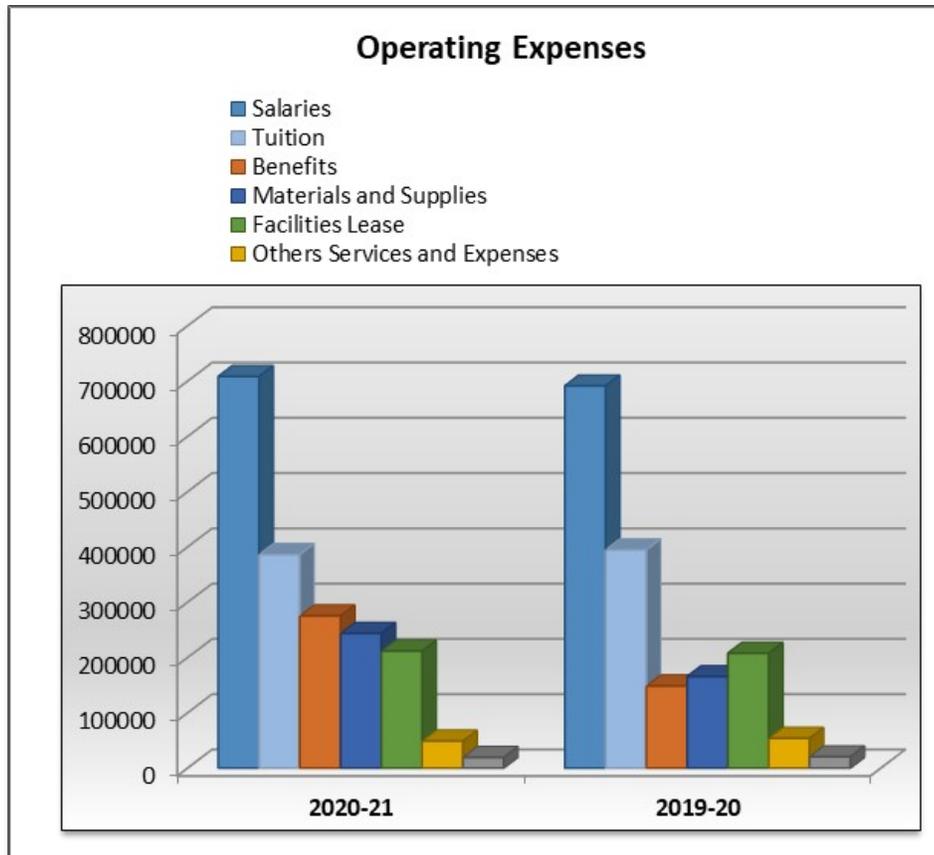
Operating Expenses

Operating expenses for the Charter School for the years ended June 30, 2021 and 2020 are presented in the following table:

For the year ended June 30,

	<u>2021</u>	<u>2020</u>
Salaries	\$ 708,268	691,312
Benefits	275,416	148,588
Contractual services	19,231	20,371
Other services and expenses	48,812	53,757
Materials and supplies	243,648	165,443
Facilities lease	211,767	207,615
Tuition	386,533	395,026
Total operating expenses	<u>\$ 1,893,675</u>	<u>1,682,112</u>

Operating expenses of the Charter School for the years ended June 30, 2021 and 2020 are presented in the following chart:



ST. PETERSBURG COLLEGE COLLEGIATE HIGH SCHOOL

MANAGEMENT'S DISCUSSION AND ANALYSIS

Statement of Cash Flows

The statement of cash flows provide another way to assess the financial health of an institution. Its primary purpose is to provide relevant information about the cash receipts and cash payments of an entity during a period. The statement of cash flows also help users assess:

- An entity's ability to generate future net cash flows;
- Its ability to meet its obligations as they come due;
- Its need for external financing.

A summary of the Charter School's statements of cash flows for the years ended June 30, 2021 and 2020 is shown in the following table:

For the year ended June 30,

	<u>2021</u>	<u>2020</u>
Cash (used in) provided by		
Operating activities	\$ (1,888,416)	(1,750,368)
Noncapital financing activities	1,954,559	1,825,026
Capital and related financing activities	<u>122,213</u>	114,158
Net increase in cash and cash equivalents	<u>188,356</u>	188,816
Cash and cash equivalents at beginning of year	<u>1,575,895</u>	1,387,079
Cash and cash equivalents at end of year	<u>\$ 1,764,251</u>	<u>1,575,895</u>

Cash used in operating activities was \$1,888,416 for the year ended June 30, 2021 compared to \$1,750,368 for the year ended June 30, 2020. Uses of cash during 2021 and 2020 included payments to suppliers of \$243,506 and \$166,693; payments to employees of \$708,480 and \$691,213; benefit payments of \$270,087 and \$215,693; payments for other services of \$68,043 and \$74,128; payments for facilities lease of \$211,767 and \$207,615; and payments for tuition of \$386,533 and \$395,026, respectively. Payroll, benefits, payments to suppliers, facilities lease, and tuition are the major outflows of operating activities.

Cash provided by noncapital financing activities was \$1,954,559 for the year ended June 30, 2021 compared to \$1,825,026 for the year ended June 30, 2020. This amount primarily represents state appropriations passed through the Pinellas County School District, awards, and contributions from the College to offset various operating expenses.

Cash provided by capital and related financial activities including capital outlay funding was \$122,213 for the year ended June 30, 2021, which was an increase of \$8,055 from 2020.

ST. PETERSBURG COLLEGE COLLEGIATE HIGH SCHOOL

MANAGEMENT'S DISCUSSION AND ANALYSIS

Economic Factors That Will Affect the Future

The economic position of the Charter School continues to be closely tied to that of the State of Florida. It is expected that the Charter School will continue to maintain its present level of services and financial health.

For the 2020-2021 school year, the High Performing Charter School status was maintained, which kept the Pinellas County Schools administrative fee reduced from 5% to 2%.

Additionally, the Charter School received the honor of being selected as one of Newsweek's best high schools in America. <https://www.usnews.com/education/best-high-schools/florida/districts/pinellas/st-petersburg-collegiate-high-school-5488>

The renewed Charter School charter became effective on July 1, 2009, for a period of 15 years, which is the longest term pursuant to Florida law. The present contract, as amended in 2013, provides funding for up to 230 students and will continue through June 30, 2024. Occasionally the enrollment exceeds 230 students, allowing for a certain expected amount of student withdrawals. St. Petersburg College Collegiate High School received funding for 230 students for the 2020-2021 school year and expects to receive funding for 240 students for the 2021-2022 school year.

As a result of the spread of the COVID-19 Coronavirus, economic uncertainties continue which may impact the Charter School's revenues. Other financial impact could occur, though such potential impact is unknown at this time.

Requests for Information

This financial report is designed to provide a general overview of the Charter School's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to St. Petersburg College, P.O. Box 13489, St. Petersburg, FL 33733-3489.

**ST. PETERSBURG COLLEGE
COLLEGIATE HIGH SCHOOL
STATEMENT OF NET POSITION
JUNE 30, 2021**

ASSETS

Current assets		
Cash and cash equivalents	\$	1,764,251
Accounts receivable		21,425
		21,425
Total assets	\$	1,785,676
		1,785,676

LIABILITIES AND NET POSITION

Current liabilities		
Accounts payable	\$	371
Salary and payroll taxes payable		3,719
Current portion, compensated absences payable		7,548
Total current liabilities		11,638
		11,638
Noncurrent liabilities		
Compensated absences payable, net of current portion		67,935
Total liabilities		79,573
		79,573
Net position		
Unrestricted		1,441,444
Restricted		
Capital Outlay		217,908
School Recognition Program		46,751
Total net position		1,706,103
		1,706,103
Total liabilities and net position	\$	1,785,676
		1,785,676

See Notes to Basic Financial Statements.

**ST. PETERSBURG COLLEGE
COLLEGIATE HIGH SCHOOL
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

Operating revenues	\$	-
Operating expenses		
Salaries		708,268
Benefits		275,416
Contractual services		19,231
Other services and expenses		48,812
Materials and supplies		243,648
Facilities lease		211,767
Tuition		386,533
Total operating expenses		<u>1,893,675</u>
Operating loss		<u>(1,893,675)</u>
Nonoperating revenues (expenses)		
State appropriations from county school district		1,547,462
Capital outlay funds		122,852
ESSER funds		35,566
St. Petersburg College contribution		386,533
Other nonoperating expenses		(3,468)
Total nonoperating revenues (expenses)		<u>2,088,945</u>
Change in net position		195,270
Net position, beginning of year		<u>1,510,833</u>
Net position, end of year	\$	<u><u>1,706,103</u></u>

See Notes to Basic Financial Statements.

**ST. PETERSBURG COLLEGE
COLLEGIATE HIGH SCHOOL
STATEMENT OF CASH FLOWS
FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

CASH FLOWS FROM OPERATING ACTIVITIES

Payments to suppliers	\$ (243,506)
Payments to employees	(708,480)
Payments for benefits	(270,087)
Payments for other services	(68,043)
Payments for facilities lease	(211,767)
Payments for tuition	(386,533)
Net cash used in operating activities	<u>(1,888,416)</u>

CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES

State appropriations	1,547,462
ESSER funds	24,032
Receipts for the nonoperating activities	10,341
St. Petersburg College contribution	386,533
Payments for other nonoperating activities	(13,809)
Net cash provided by noncapital financing activities	<u>1,954,559</u>

CASH FLOW FROM CAPITAL AND RELATED FINANCING ACTIVITIES

Capital outlay funds	<u>122,213</u>
----------------------	----------------

Net increase in cash 188,356

Cash, beginning of year 1,575,895

Cash, end of year \$ 1,764,251

Reconciliation of operating loss to net cash used in operating activities

Operating loss	\$ (1,893,675)
Adjustments to reconcile operating loss to net cash used in operating activities	
Increase in accounts payable	142
Increase in other payables	5,117
Net cash used in operating activities	<u><u>\$ (1,888,416)</u></u>

See Notes to Basic Financial Statements.

ST. PETERSBURG COLLEGE COLLEGIATE HIGH SCHOOL

NOTES TO BASIC FINANCIAL STATEMENT

NOTE 1. NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Activities

St. Petersburg College Collegiate High School (the "Charter School") is a restricted fund of St. Petersburg College (the "College"). The general operating authority of the Charter School is contained in Section 1002.33, Florida Statutes. The Charter School operates under a charter with the sponsoring school district, the School Board of Pinellas County (Sponsor or District). The initial charter became effective on July 1, 2009, and is effective through June 30, 2024. The charter can be renewed every five school years or longer by mutual written agreement of the parties, pursuant to Florida law. At the end of the term of the charter, the Sponsor may choose not to renew the charter under grounds specified in the charter, in which case, the Sponsor is required to notify the Charter School in writing at least 90 days prior to the charter's expiration. During the term of the charter, the Sponsor may also terminate the charter if good cause is shown. The Charter School shall notify the Sponsor in writing at least 90 days prior to the expiration of the charter as to its intent to renew or not renew.

Basis of Presentation

The records of the Charter School are maintained as a fund on the books of the College and, accordingly, they follow the same basis of presentation. The Charter School's accounting policies conform to accounting principles generally accepted in the United States of America applicable to colleges and universities as prescribed by the Governmental Accounting Standards Board (GASB). The National Association of College and University Business Officers (NACUBO) also provides the College with recommendations prescribed in accordance with generally accepted accounting principles promulgated by GASB and the Financial Accounting Standards Board (FASB), such as GASB Statement No. 35, *Basic Financial Statements and Management's Discussion and Analysis for Public Colleges and Universities*. GASB Statement No. 35 includes public colleges and universities within the financial reporting guidelines of GASB Statement No. 34, *Basic Financial Statements and Management Discussion and Analysis for State and Local Governments*. GASB No. 35 allows public colleges and universities the option of reporting as a government either engaged in only business-type activities, or engaged in both governmental and business-type activities. The College elected to report as an entity engaged in only business-type activities. Therefore, these financial statements are presented accordingly.

ST. PETERSBURG COLLEGE COLLEGIATE HIGH SCHOOL

NOTES TO BASIC FINANCIAL STATEMENT

NOTE 1. NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Basis of Accounting

Basis of accounting refers to when revenues, expenses, and related assets and liabilities are recognized in the accounts and reported in the financial statements. Specifically, it relates to the timing of the measurements made, regardless of the measurement focus applied. The Charter School's financial statements are presented using the economic resource measurement focus and accrual basis of accounting. Revenues, expenses, gains, losses, assets, and liabilities resulting from nonexchange activities are generally recognized when all applicable eligibility requirements, including time requirements, are met.

The Charter School's principal activity is instruction. Operating expenses include all fiscal transactions related to instruction as well as administration, academic support, student services, and physical plant operations. Nonoperating revenues include state appropriations from the county school district, a State of Florida School Recognition Award, Charter School Capital Outlay Funds and Elementary and Secondary School Emergency Relief Fund (ESSER).

Cash and Cash Equivalents

Amounts reported as cash and cash equivalents consist of cash on hand. Cash deposits of the Charter School are held by banks qualified as public depositories under Florida Statute Chapter 280. All such deposits are insured by federal depository insurance or collateralized with securities held in Florida's multiple financial institution collateral pool.

Accounts Receivable

Management considers all receivables at June 30, 2021 to be collectible. Accordingly, no allowance for uncollectible accounts has been provided at June 30, 2021.

Capital Assets

The Charter School uses the policies of the College for capitalization and depreciation. The Charter School has a capitalization threshold of \$5,000 for tangible personal property and \$25,000 for improvements other than buildings. There were no capital assets as of June 30, 2021.

ST. PETERSBURG COLLEGE COLLEGIATE HIGH SCHOOL

NOTES TO BASIC FINANCIAL STATEMENT

NOTE 1. NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Net Position

Net position represents the difference between assets and liabilities. Net position is reported as restricted when there are limitations imposed on their use either through enabling legislation or through external restrictions imposed by creditors, grantors, laws or regulations. Net position not reported as restricted net position is reported as unrestricted net position.

When both restricted and unrestricted amounts of net position are available for use for expenses incurred, it is the Charter School's policy to use restricted amounts first and then unrestricted amounts as they are needed.

Revenue Sources

Revenue for current operations is received primarily from the School Board of Pinellas County, Florida pursuant to the funding provisions included in the Charter School's charter. In accordance with the funding provisions of the charter and Section 1002.33(18)(b), Florida Statutes, the Charter School reports the number of fulltime equivalent (FTE) students and related data to the District. State appropriations, contributions, and grant funding are classified as nonoperating revenue. The level of the Charter School's operations and program services may be impacted or discontinued if funding is not renewed.

Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Subsequent Events

Management has evaluated all events through September 22, 2021, which was the date the financial statements were available to be issued. There were no subsequent events which would require adjustment to or disclosure in the accompanying financial statements.

NOTE 2. ACCOUNTS RECEIVABLE

Accounts receivable as of June 30, 2021 consists of \$21,425 representing accrued capital outlay revenue of \$9,891 receivable from the Pinellas County School Board for the month of June 2021 that was collected in July 2021, and Elementary and Secondary School Emergency Relief Fund (ESSER) of \$11,534 receivable from the Pinellas County School Board for the month of June 2021 that was collected in August 2021.

ST. PETERSBURG COLLEGE COLLEGIATE HIGH SCHOOL

NOTES TO BASIC FINANCIAL STATEMENT

NOTE 3. COMPENSATED ABSCENCES LIABILITY

College employees may accrue annual vacation and sick leave based on length of service, subject to certain limitations regarding the amount that will be paid upon termination. The College reports a liability for the accrued leave; however, state noncapital appropriations fund only the portion of accrued leave that is used or paid in the current fiscal year. Although the College expects the liability to be funded primarily from future appropriations, generally accepted accounting principles do not permit the recording of a receivable in anticipation of future appropriations.

At June 30, 2021, the estimated liability for compensated absences payable to Charter School employees, which includes the College's share of the Florida Retirement System and FICA contributions, totaled \$75,483.

The current portion of the compensated absences liability at June 30, 2021 totaled \$7,548 and is expected to be paid in the coming fiscal year. The current portion was determined by calculating 10% of the compensated absences liability at June 30, 2021, estimated based on amounts that were historically paid out at the College.

The following is a summary of changes in compensated absences:

Beginning Balance June 30, 2020	Additions	Deletions	Ending Balance June 30, 2021
\$ 70,153	\$ 15,651	\$ 10,321	\$ 75,483

NOTE 4. FUNCTIONAL DISTRIBUTION OF EXPENSES

Operating expenses on the statement of revenues, expenses, and change in net position are presented in natural classifications. Below are those same expenses presented in functional classifications as recommended by NACUBO. The functional classification is assigned to a department based on the nature of the activity, which represents the material portion of the activity attributable to the department. Functional classification of expenses for the year ended June 30, 2021, is summarized in the following table:

Instruction	\$ 1,063,040
Acadmic support	830,635
Total operating expenses	<u>\$ 1,893,675</u>

ST. PETERSBURG COLLEGE COLLEGIATE HIGH SCHOOL

NOTES TO BASIC FINANCIAL STATEMENT

NOTE 5. STATE RETIREMENT PROGRAMS

Florida Retirement System

The College participates in the Florida Retirement System (FRS) defined benefit pension plan and the Health Insurance Subsidy (HIS) defined benefit plan administered by the Florida Division of Retirement. As a participating employer, the College implemented Governmental Accounting Standards Board (GASB) Statement No 68, *Accounting and Financial Reporting for Pensions*, which requires employers participating in cost-sharing multiple-employer defined benefit pension plans to report the employers' proportionate share of the net pension liabilities of the defined benefit pension plan. The Charter School employees are employees of the College, and thus, no liability is recorded at the Charter School level. Please refer to the St. Petersburg College audited financial statements, in which complete pension and OPEB disclosures are reported.

Essentially all regular employees of the College, including the Charter School are eligible to enroll as members of the state administered FRS. Provisions relating to FRS are established by Chapters 121 and 122, Florida Statutes; Chapter 112, Part IV, Florida Statutes; Chapter 238, Florida Statutes; and Florida Retirement System Rules, Chapter 60S, *Florida Administrative Code*, wherein eligibility, contributions, and benefits are defined and described in detail.

The FRS is a cost-sharing, multiple-employer public-employee retirement system with two defined benefit plans and other nonintegrated programs administered by the Department of Management Services, Division of Retirement. These include a defined-benefit pension plan (Pension Plan) and a defined contribution plan, referred to as the Florida Retirement System Investment Plan (Investment Plan).

Employees enrolled in the Pension Plan prior to July 1, 2011, vest at six years of creditable service, and employees enrolled in the Pension Plan on or after July 1, 2011, vest at eight years of creditable service. All vested members enrolled prior to July 1, 2011, are eligible for normal retirement benefits at age 62 or at any age after 30 years of service.

All members enrolled in the Pension Plan on or after July 1, 2011, once vested, are eligible for normal retirement benefits at age 65, or any time after 33 years of creditable service. Members of both Plans may include up to four years of credit for military service toward creditable service. The Pension Plan also includes an early retirement provision; however, there is a benefit reduction for each year a member retires before his or her normal retirement date. The Pension Plan provides retirement, disability, death benefits, and annual cost-of-living adjustments.

As provided in Section 121.4501, Florida Statutes, eligible FRS members may elect to participate in the Investment Plan in lieu of the FRS defined-benefit plan. Employer contributions are defined by law, but the ultimate benefit depends in part on the performance of investment funds.

ST. PETERSBURG COLLEGE COLLEGIATE HIGH SCHOOL

NOTES TO BASIC FINANCIAL STATEMENT

NOTE 5. STATE RETIREMENT PROGRAMS (CONTINUED)

The Investment Plan is funded by employer and employee contributions that are based on salary and membership class (Regular Class, Senior Management Service Class, etc.). Contributions are directed to individual member accounts, and the individual members allocate contributions and account balances among various approved investment choices. Employees in the Investment Plan vest at one year of service for employer contributions and vest fully and immediately for employee contributions.

Contributions

The State of Florida establishes contribution rates for participating employers and employees. Contribution rates during for the year ended June 30, 2021, were as follows:

Class or Plan	Percent of Gross Salary	
	Employee	Employer ^(a)
FRS - Regular	3.00%	10.00%
FRS - Senior Management Services	3.00%	27.29%

^(a) *Employer rates include 1.66% for the post-employment mental health insurance subsidy. Also, employer rates, include .06% for administrative costs of the Investment Plan.*

The Charter School's liability for participation is limited to the payment of the required contribution at the rates and frequencies established by law on future payrolls of the College. The Charter School's contributions to the state administered FRS for the year ended June 30, 2021, were \$69,995.

During the year ended June 30, 2021, there were eight school participants enrolled in the Pension Plan and seven participants enrolled in the Investment Plan. Employee contributions totaled \$20,982 for the year ended June 30, 2021.

A Comprehensive Annual Financial Report of the FRS, which includes its financial statement, required supplementary information, actuarial report, and other relevant information, is available from the Florida Department of Management Services, Division of Retirement. The FRS Investment Plan is administered by the Florida State Board Administration (SBA), and is reported in an SBA annual financial statement and in the State of Florida Comprehensive Annual Financial Report.

ST. PETERSBURG COLLEGE COLLEGIATE HIGH SCHOOL

NOTES TO BASIC FINANCIAL STATEMENT

NOTE 5. STATE RETIREMENT PROGRAMS (CONTINUED)

The College administers a single-employer defined benefit plan, Other Post-Employment Benefits Plan (OPEB Plan) that provides healthcare benefits for retirees and their benefits for all employees who satisfy the College's retirement eligibility provisions. Pursuant to the provisions of Section 112.0801, Florida Statutes, former employees who retire from the College are eligible to participate in the College's self-insured dental, health and hospitalization plan for medical and prescription drug, and life insurance coverage. The College subsidizes the premium rates paid by retirees by allowing them to participate in the OPEB Plan at reduced or blended group (implicitly subsidized) premium rates for both active and retired employees. These rates provide an implicit subsidy for retirees because, on an actuarial basis, their current and future claims are expected to result in higher costs to the OPEB Plan on average than those of active employees. The College does not offer any explicit subsidies for retiree coverage. Retirees are required to enroll in the Federal Medicare (Medicare) program for their primary coverage as soon as they are eligible. The OPEB Plan contribution requirements and benefit terms of the College and the OPEB Plan members are established and may be amended by action from the Board. No assets are accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement No. 75.

NOTE 6. RISK MANAGEMENT PROGRAMS

The College is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The College provided coverage for these risks through a self-insured program and the Florida Community Colleges Risk Management Consortium. The Charter School is part of the College's self-insured program for risk management. Health and hospitalization coverage was added beginning January 1, 2021. Prior to January 1, 2021, the Board was self-insured for its group health and hospitalization for employees, retirees, former employees, and their dependents. The College's liability was limited by the excess insurance of \$350,000 per insured person. The plan was provided by an insurance company licensed by the Florida Office of Insurance Regulation.

Life insurance, dental, and eye coverage for employees is provided through purchased commercial insurance. The College contributes employee premiums as a fringe benefit. Employee dependent coverage is by payroll deduction and coverage for retirees, former employees, and their dependents is by prepaid premium.

Consortium

The College participated in the Florida Community Colleges Risk Management Consortium (the "Consortium"), which was created under authority of Section 1001.64(27), Florida Statutes, by the Boards of Trustees of Florida public community colleges for the purpose of joining a cooperative effort to develop, implement, and participate in a coordinated statewide community college risk management program.

ST. PETERSBURG COLLEGE COLLEGIATE HIGH SCHOOL

NOTES TO BASIC FINANCIAL STATEMENT

NOTE 6. RISK MANAGEMENT PROGRAMS (CONTINUED)

The Consortium is self-sustaining through member assessments (premiums) and is reinsured through commercial companies for claims in excess of specified amounts. Insurance coverage obtained through the Consortium included fire and extended property, general and automobile liability, workers' compensation, and other liability coverage. Settled claims resulting from these risks have not exceeded coverage in any of the past three years. The Charter School is part of the College's participation in the Consortium.

NOTE 7. RELATED PARTIES

There is a formal lease agreement between the Charter School and the College for facility space utilized by the Charter School. The term of the lease agreement is 30 years and commenced on September 1, 2007. Either party may terminate this agreement upon giving the other party no less than 360 days' notice. The Charter School will pay to the College base rent for the leased premises for each year during the lease term in the amount of \$15 per square foot or \$168,630. The base rent shall escalate on the anniversary date of each year during the lease term at a rate of 2% from the immediately preceding year's base rent. Lease payments made for the year ended June 30, 2021, were \$211,767.

Scheduled lease payments for future periods under the operating lease with the College are as follows:

For the year ending June 30,

2022	\$	216,002
2023		220,322
2024		224,729
2025		229,223
2026		233,808
2027-2031		1,241,080
2032-2036		1,370,253
2037-2037		143,916
	\$	<u>3,879,333</u>

ST. PETERSBURG COLLEGE COLLEGIATE HIGH SCHOOL

NOTES TO BASIC FINANCIAL STATEMENT

NOTE 7. RELATED PARTIES (CONTINUED)

Tuition

Florida Statute Section 1007.271, *Dual Enrollment Programs*, addresses enrollment of eligible secondary students in postsecondary courses creditable toward high school completion and a career certificate or an associate or baccalaureate degree.

The Statute requires each district school superintendent and each public postsecondary institution president to develop a comprehensive dual enrollment articulation agreement for the respective school district and postsecondary institution. Such agreement must be submitted annually to the Florida Department of Education. The components of the articulation agreement include a requirement for a funding provision that delineates costs incurred by each entity.

The funding provision requirement further details that school districts shall pay public postsecondary institutions the standard tuition rate per credit hour from funds provided in the Florida Education Finance Program when dual enrollment course instruction takes place on the postsecondary institution's campus, and the course is taken during the fall or spring term.

In accordance with this legislation, the College invoiced the Charter School for the number of semester hours taken by Charter School students for classes at St. Petersburg College, multiplied by the standard tuition rate per credit hour, for the fall and spring terms. The Charter School recorded this tuition expense which totaled \$386,533 for the fiscal year ended June 30, 2021.

As no additional state appropriations were provided to the Charter School, the College contributed funds in the amount of \$386,533 for the fiscal year ended June 30, 2021 to help offset various operating expenses such as the costs for textbooks, nutrition, contracted services, and educational supplies.



INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

**To the Board of Trustees of St. Petersburg College
On Behalf of St. Petersburg College Collegiate High School
St. Petersburg, Florida**

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of St. Petersburg College Collegiate High School (the "Charter School") as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the Charter School's basic financial statements, and have issued our report thereon dated September 22, 2021.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Charter School's internal control over financial reporting (internal control) to determine audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Charter School's internal control. Accordingly, we do not express an opinion on the effectiveness of the Charter School's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A significant deficiency is a deficiency, or combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Charter School's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Charter School's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Charter School's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "Mauldin & Jenkins, LLC". The signature is written in a cursive, flowing style.

Bradenton, Florida
September 22, 2021



INDEPENDENT AUDITOR'S MANAGEMENT LETTER

**To the Board of Trustees of St. Petersburg College
On Behalf of St. Petersburg College Collegiate High School
St. Petersburg, Florida**

Report on the Financial Statements

We have audited the financial statements of St. Petersburg College Collegiate High School (the "Charter School") as of and for the fiscal year ended June 30, 2021, and have issued our report thereon dated September 22, 2021.

Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, and Chapter 10.850, Rules of the Auditor General.

Other Reporting Requirements

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*. Disclosures in that report, if any, which is dated September 22, 2021, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.854(1)(e)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. There were no findings and recommendations in the prior year audit report.

Official Title

Section 10.854(1)(e)5., Rules of the Auditor General, requires that the name or official title of the entity and the school code assigned by the Florida Department of Education be disclosed in this management letter. The official title and the school code assigned by the Florida Department of Education of the entity are St. Petersburg College Collegiate High School, 7411.

Financial Condition and Management

Sections 10.854(1)(e)2. and 10.855(11), Rules of the Auditor General, require us to apply appropriate procedures and communicate whether or not the Charter School has met one or more conditions described in Section 218.503(1), Florida Statutes, and to identify the specific condition(s) met. In connection with our audit, we determined that the Charter School did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

Pursuant to Sections 10.854(1)(e)6.a. and 10.855(12), Rules of the Auditor General, we applied financial condition assessment procedures for the Charter School. It is management's responsibility to monitor the Charter School's financial condition, and our financial condition assessment was based in part on representations made by management and review of financial information provided by same.

Section 10.854(1)(e)3., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Transparency

Sections 10.854(1)(e)7. and 10.855(13), Rules of the Auditor General, require us to apply appropriate procedures and communicate the results of our determination as to whether the Charter School maintains on its Website the information specified in Section 1002.33(9)(p), Florida Statutes. In connection with our audit, we determined that the Charter School maintained on its Website the information specified in Section 1002.33(9)(p), Florida Statutes.

Additional Matters

Section 10.854(1)(e)4., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred or are likely to have occurred, that have an effect on the financial statements that is less than material but warrants attention of those charged with governance. In connection with our audit, we did not have any such findings.

Purpose of this Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, federal and other granting agencies, the Board of Trustees of St. Petersburg College, and applicable management, and the School Board of Pinellas County, and is not intended to be and should not be used by anyone other than these specified parties.

Mauldin & Jenkins, LLC

Bradenton, Florida
September 22, 2021



FLORIDA INSTRUCTIONAL CONTINUITY PLAN (ICP) 2021-2022

Local Educational Agency

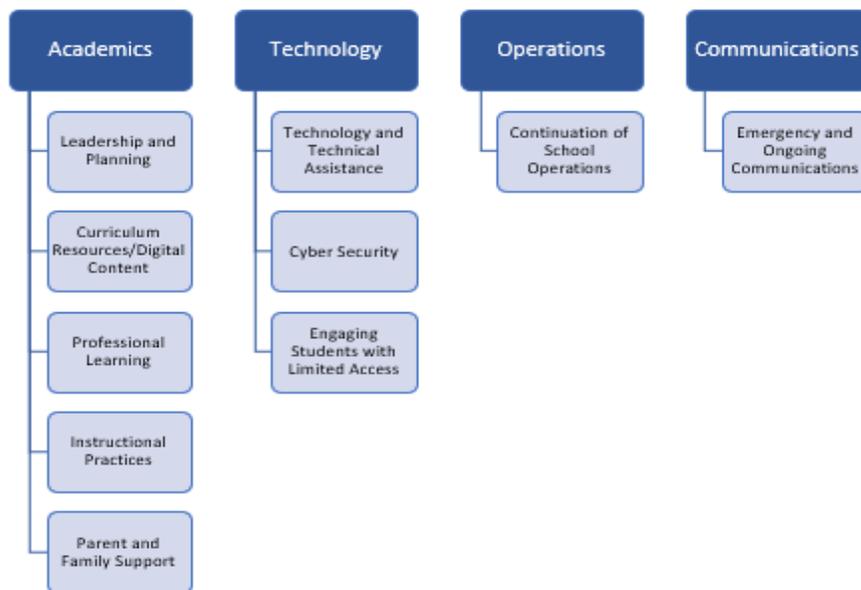
Charter School

Submitted by

The Florida Department of Education (FDOE) developed an Instructional Continuity Framework that consists of ten components outlined below, each of which has a series of development activities. These components will serve as guidance resources for each Florida Local Educational Agency (LEA) to develop and refine their own Instructional Continuity Plan (ICP). LEAs and charter schools are encouraged to review the content in this portal and use it to support their ICP development. For questions about this information or the process of developing your ICP, please reach out to instructionalcontinuityplan@fldoe.org.

ICP Framework Components

The graphic below illustrates ten ICP components, each of which falls under one of the four broader categories at the top of the graphic: Academics, Technology, Operations and Communications.



The ICP Guidance document provides an accompanying general description of each component and a checklist of items that should be represented in the ICP. This tool is provided to LEAs and charter schools to assist in designing and refining ICPs across the state of Florida.

For each component, LEAs and charter schools will create and insert their plan in the designated fields for the corresponding ICP components. LEAs and charter schools may also include supporting documents for each component if necessary.

LEAs and charter schools will use this document to create their plans and, upon completion, transfer the information to the ICP Portal between 9/24/21 and 9/30/21.

Charter School organizations who are not considered one of Florida's LEAs will use this ICP template to create and submit their plans to their LEA.

ACADEMICS

Component 1: Leadership and Planning

The language in the ICP should: Specify LEA or charter school personnel who will serve on a cross-functional planning team; Identify desired outcomes or goals of the ICP; Define the critical success factors (CSFs) that determine achievement of the ICP desired outcomes or goals; Develop the action plans needed to address the CSFs, including the protocols and execution steps for the ICP; Develop a process for evaluating the effectiveness of the ICP.

Component 2: Curriculum Resources/Digital Content

The language in the ICP should: Reaffirm desired outcomes, goals, and instructional strategies of the remote learning program; Confirm LMS providers and if selecting a new provider, schedule product demonstrations; Delegate a cross-functional team to monitor the performance of the LMS and make recommendations for improvements or modifications; Provide ongoing training and professional learning ensuring new hires are included; Allow planning time (two to three months) for teachers and instructional staff to become familiar with digital content to be used within the LMS, including appropriate instructional supports, e.g., coaching.

Component 3: Professional Learning

The language in the ICP should: Provide leaders and instructional staff multiple survey opportunities to determine actual needs regarding professional learning; Arrange time for professional learning opportunities for school leaders and staff, keeping in mind best practices for adult learners; Provide for implementation of professional learning for educational staff; Assess the effectiveness of professional learning efforts to continuously improve the process and provide relevant opportunities in the future.

Component 4: Instructional Practices

The language in the ICP should: Identify needs of educators relative to online and hybrid teaching experience and expertise; Determine which teachers have extensive background in these delivery models, and which will need more help; Develop guidance, resources, and training on the best practices for distance/hybrid education delivery for those who need help onboarding to these practices; Implement professional learning about best practices for hybrid teaching for educational staff; Assess the effectiveness of delivery methods and alter strategies as needed to engage all students.

Component 5: Parent and Family Support

The language in the ICP should: Identify the household technology capabilities and needs of students and their families; Establish effective two-way lines of communications with parents and families of students using a variety of media; Provide guidance and direction to students, parents, and families on how to create distraction-free learning environments at home that are conducive to learning; Develop and communicate to staff and parents/families the protocols for providing special education services and accommodations for students in need; Develop a plan to conduct regular outreach and wellness checks to help support the health and safety of students and their families; Develop a plan to ensure that the needs of special student populations, e.g., ESE, ELL, homeless, etc., are being supported in keeping with the requirements of IEPs and other educational specification documents.

TECHNOLOGY

Component 6: Technology and Technical Support

The language in the ICP should: Identify the technology staff members who will be key to the ICP planning process; Determine the robustness of the technology infrastructure for delivering synchronous and asynchronous instruction with crashes or other service disruptions, and upgrade as needed; Determine which students will need devices (if the LEA or charter school does not already have a 1:1 initiative); Survey students and families to determine which are in need of internet access and provide this access as needed; Provide devices that will support the digital curriculum and also complies with Free and Appropriate Public Education (FAPE); Identify and implement a web content filtering solution for all devices used by students and staff; Identify roles needed to support technology in a remote learning model and reallocate personnel accordingly.

Component 7: Cyber Security

The language in the ICP should: Identify recommended national and state cyber security framework standards to be adopted by LEAs and charter schools; Include a business continuity plan tailored to the LEA or charter school operations; Include an incident response plan tailored to the LEA or charter school operations; Stipulate all cyber security-related policies and procedures aimed at safeguarding the entire LEA or charter school information system and IT infrastructure; Include an executive summary of the LEA's or charter school's current security posture; Include current Plan of Actions and Milestones for cyber security improvements to maximize ICP effectiveness.

Component 8: Engaging Students with Limited Access

The language in the ICP should: Specify a team of service providers and determine a point person for communication with families about the efforts to provide education and supports for their child; Develop a plan to communicate early and often with students and parents to identify needs and ensure supports; Ensure that LEA leadership is engaged with special education service providers to deliver needed supports and resources to educators, learners and families; Research and implement best practices in online special education.

OPERATIONS

Component 9: Continuation of School Operations

The language in the ICP should: Identify the facets of school operations that are impacted by extended school closures along with the essential personnel needed to support learning continuity through remote teaching and learning; Identify and communicate expectations of charter school or LEA staff related to schedules and work performance during school closures; Develop and communicate an execution plan to provide food services to students and families in need during school closures; Develop and execute a plan to provide special education services and accommodations to students in need during school closures; Conduct outreach to community organizations to provide comprehensive support to students and families during school closures.

COMMUNICATIONS

Component 10: Emergency and Ongoing Communications

The language in the ICP should: Identify stakeholder groups within the school community along with the appropriate communication channels for each group; Clarify roles and responsibilities of school personnel assigned to communicate with stakeholder groups; Define the scope of communications to be sent to stakeholders along with a schedule for such communications to ensure coordination; Publish guidance for stakeholders and ICPs on the charter school or LEA website leading up to and throughout the duration of extended school closures.

**Charter School Referendum Fund Expenditure Plan
2021-2022 School Year**

School: St. Petersburg Collegiate High School

Official/Primary Contact: Raquel Giles

Phone Number: 727-341-4368

E-mail Address: c.gilesr@pcsb.org or giles.raquel@spcollege.edu

Fund Expenditure by: June 1, 2022

1. Summarize the school's expenditure plan for Program SALARY SUPPLEMENT – 2660.

- **\$21,000** for salary supplements for instructional personnel. Due to St. Petersburg Collegiate High School's (SPCHS) small staff, SPCHS will provide a supplement to our six teachers and one guidance counselor in the amount of **\$3,000 each less taxes**).
- **\$74,000 (salary and benefits)** for a 36 ECH instructional position to serve as a "Graduation Coach" who will review and disaggregate student data to identify and implement interventions to maximize graduation rates, college acceptance, and scholarships. The Graduation Coach will also assist students in all aspects of the college application process and monitor student progress.
- **\$5,000** to hire a part-time teacher to teach SAT/ACT prep courses to help students on the SAT/ACT so more students qualify for a Bright Futures scholarship aligned to the school mission. (*\$5,000 less anticipated benefits = \$4,646*)
- **\$1,955 for professional development for teachers**
- **Total anticipated expenditures = \$ 101,955.00**

2. Summarize the school's expenditure plan for Program VISUAL ARTS - 2310.

NA

3. Summarize the school's expenditure plan for Program MUSIC (PERFORMING ARTS) - 2320.

NA

4. Summarize the school's expenditure plan for Program TECHNOLOGY - 2330.

\$24,200 to purchase 22 laptops for the SPCHS Learning Lab to ensure students have access to updated technology to prepare them for college and careers. (22 laptops at \$1,100 each)

\$1,289 for SAT/ACT software/resources to support students in preparing for the SAT/ACT so they meet the requirements for the Bright Futures scholarship and/ or qualify for additional scholarships thus reducing the cost of postsecondary education for students and their families.

Total equals: \$25,489.00

5. Summarize the school's expenditure plan for Program ELEMENTARY READING - 2341.

NA

6. Summarize the school's expenditure plan for Program SECONDARY READING - 2342.

NA

7. Summarize the school's expenditure plan for Program LIBRARY MEDIA - 2343.

NA

Submitted by: Raquel Giles, Principal
Name Title

Raquel Giles
Signature

October 4, 2021
Date

Charter Board Approval by: Thomas Kidwell, Board Chair (Pending Board Approval October Meeting)
Name Title

Signature

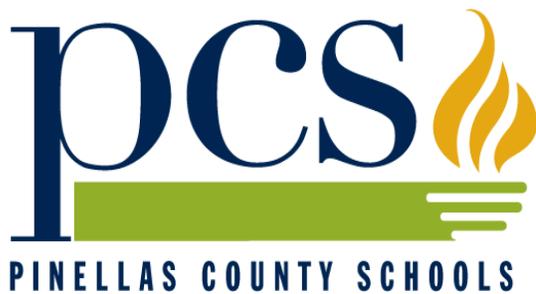
Date

If you have any questions, please contact the Charter School Office or hayesam@pcsb.org.

**ST. PETERSBURG COLLEGIATE
HIGH SCHOOL**



**SCHOOL EMERGENCY
PLAN**



School Emergency Plan Information

School Information

School Name	St. Petersburg Collegiate High School
Address/City/Zip	6605 5 th Avenue North St. Petersburg, FL 33710
Phone Number Main/Private	(727) 341-4610/(727) 341-4368
Date of Plan	July 22, 2021

Administrative Team

Name	Position	Work	Home or Cell
Raquel Giles	Principal	(727) 341-4368	(727) 366-9805
Ryan Halstead	Assistant Principal	(727) 398-8465	(727) 647-7299
Martha Alvarez	Secretary	(727) 341-4610	(727) 238-0054

Staff Members

Name	Position	Number	Home or Cell
LaDawn Bell	Guidance Counselor	(727) 341-3563	(727) 331-9245
Caleb Rodgers	Safe School Officer	(727) 287-8954	(727) 287-8954
Mike McLerren	Facilities Supervisor	(727) 341-4606	(727) 795-7707
Spartak Vygovskiy	Safe School Officer	(646) 724-1391	

Certified Designee to Work with PCSO Child Abuse Investigator

LaDawn Bell, Guidance Counselor

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 Giles
Parent/Family Liaison:	Ryan Halstead
Security Liaison:	Spartak Vygovskiy/Al Arroyo
Media Liaison:	Raquel Giles
Medical Liaison:	Spartak Vygovskiy/Al Arroyo
Counseling Liaison:	LaDawn Bell

Staff Responsible for:

Gas, water, electric shut-off:	Michael McLerren
Fire Alarm:	Spartak Vygovskiy/Al Arroyo
Sprinklers:	Michael McLerren
Panic Button(s):	Spartak Vygovskiy/Al Arroyo

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 218 and SS 226

Staff responsible for updating /
maintaining items in the box: Raquel Giles

Staff responsible for taking box
when indicated in plan: Raquel Giles

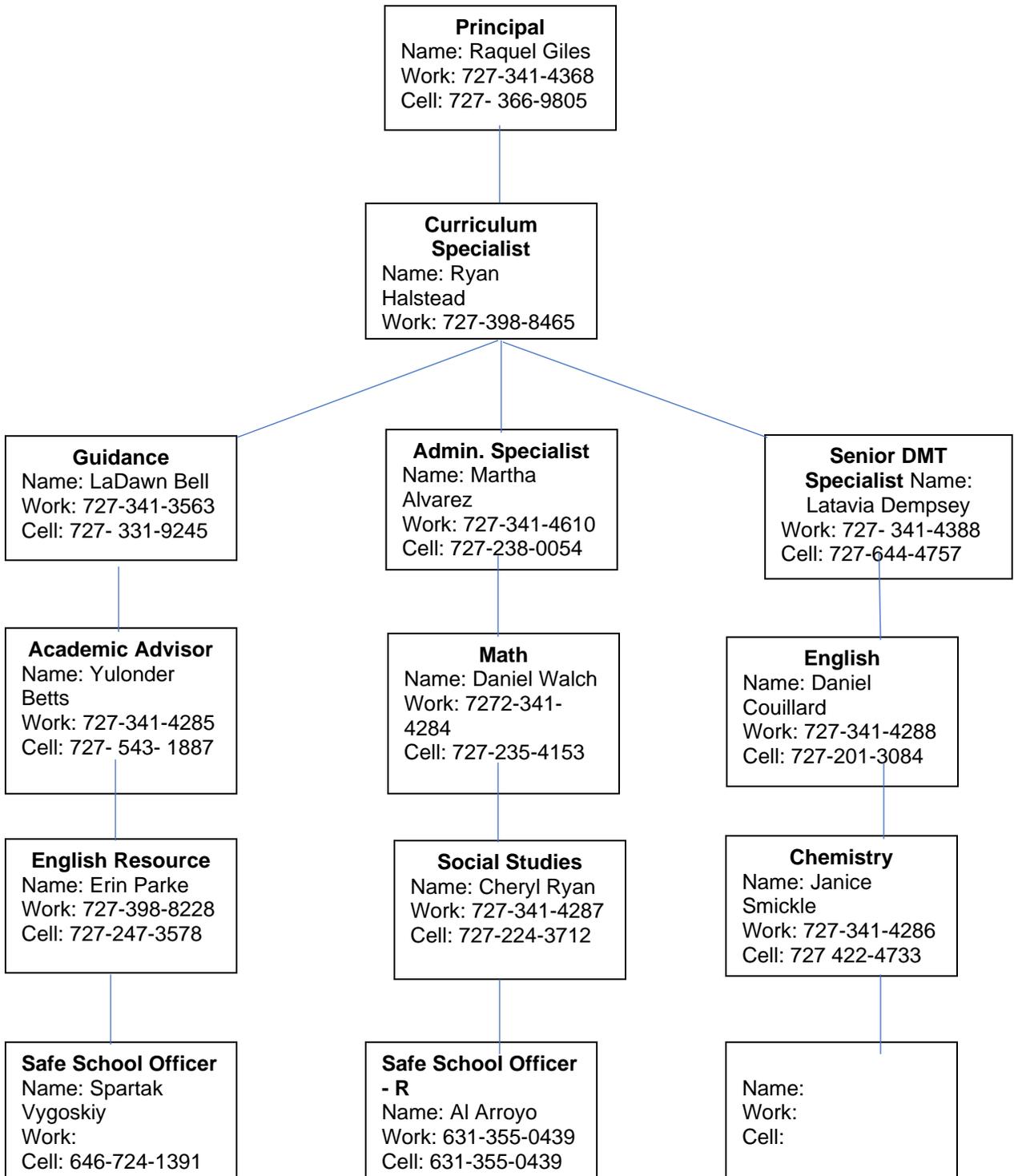
Contents:

- 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

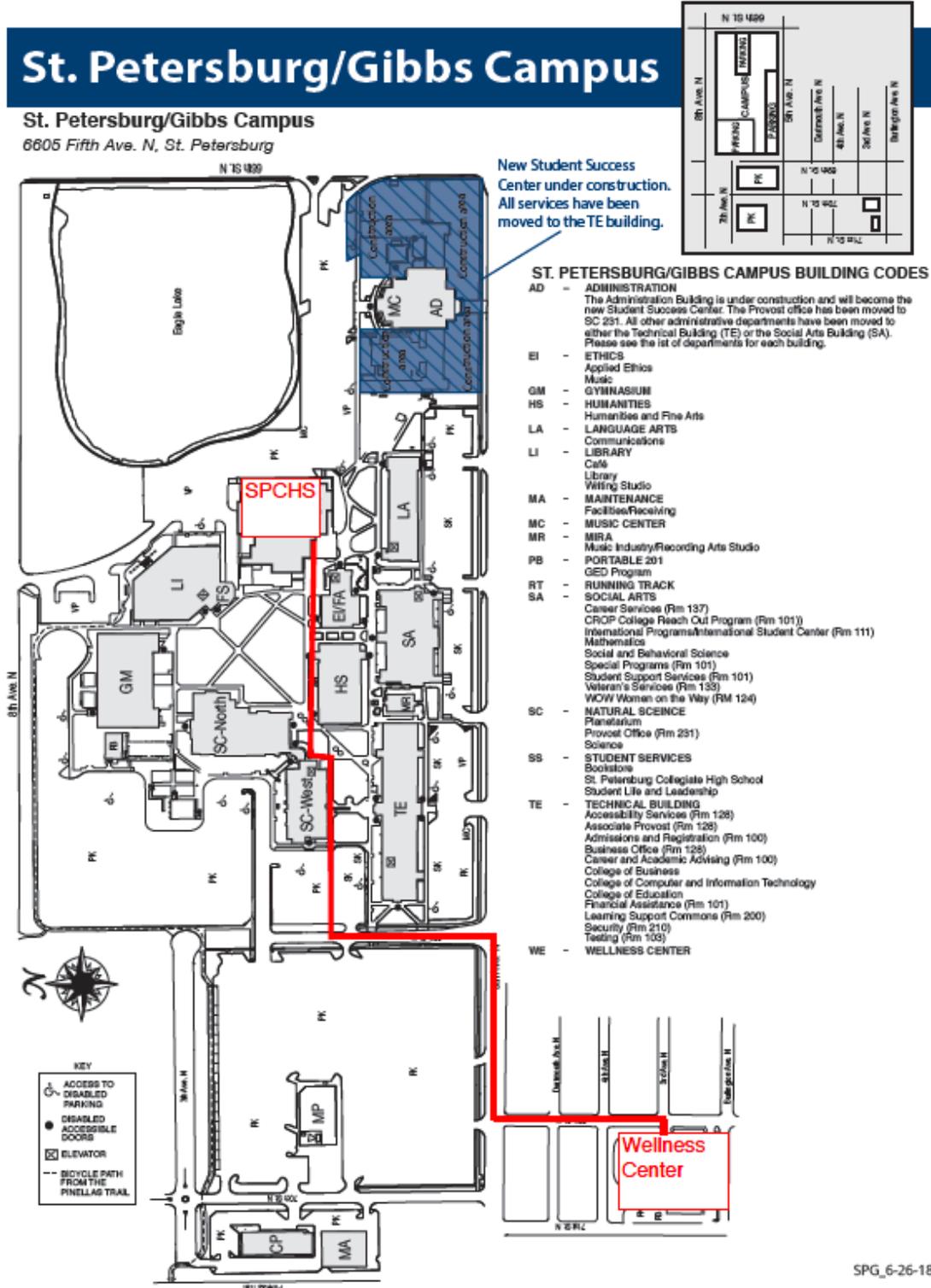
Along with Connect a phone tree will be used to notify all staff in the event of a crisis or emergency which occurs after school hours. Since the school will most likely have to deal with the event the next school day, it is important that the staff be aware and prepared prior to arriving at school.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

SPCHS SP/G Phone Tree



Secondary Location

St. Petersburg/Gibbs Campus Wellness Center
 7001 Burlington Ave N
 St. Petersburg FL 33710.



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 Wellness Center. SPCHS will utilize the St. Petersburg College Busses to evacuate the students to the Midtown Campus.

Assembly Area (Outdoors, for Standard Evacuation)

Designate each of the following in the Assembly Area: (Include an outside map with the assembly area)

Command Post: 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 SPC St. Petersburg Campus emergency management plan.

Access for emergency vehicles SPC Entrance off of 66th Street

Student assembly area; by grade level or team, etc. East Side of the Music Center

First aid area East Side of the Music Center

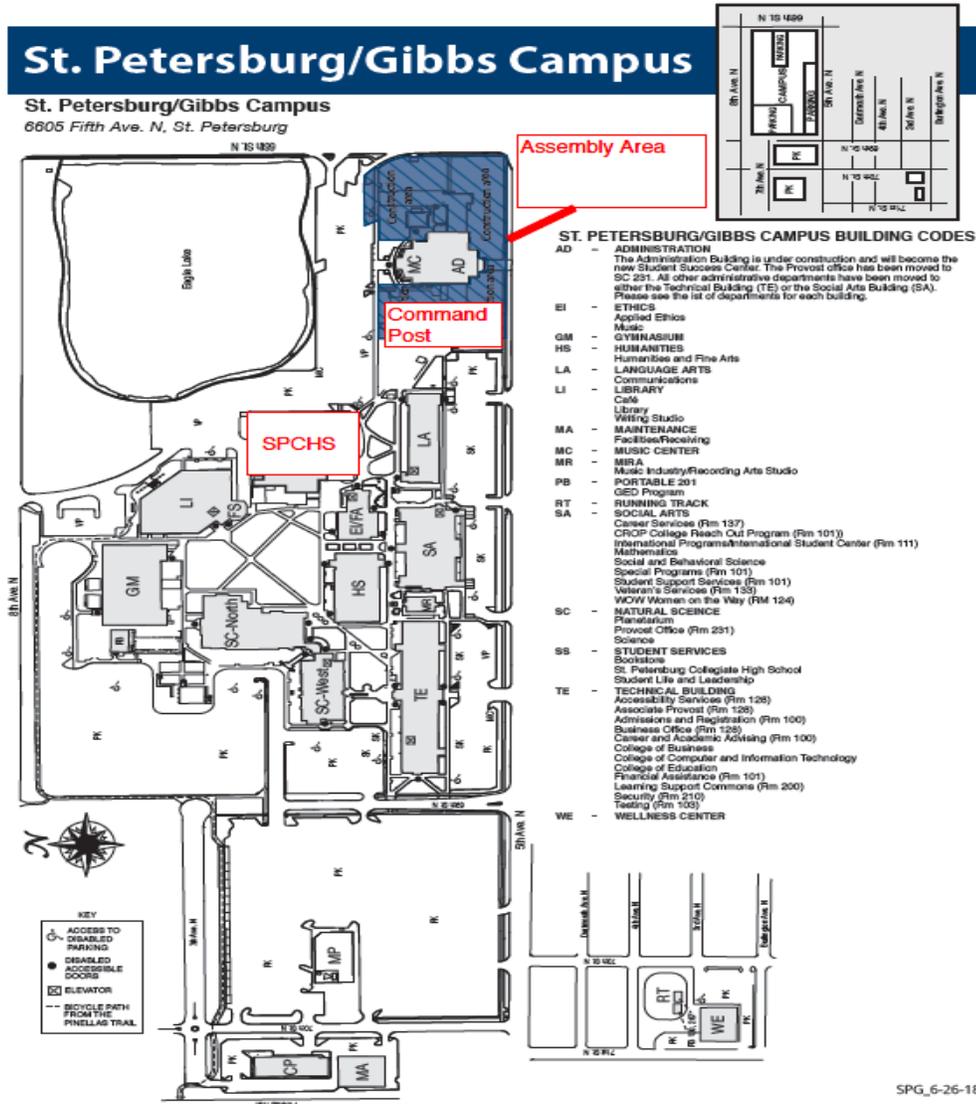
Heliport landing area for air medical Music Center Parking Lot

Psychological first aid area East Side of the Music Center

Student release East Side of the Music Center

Media area Playground Area

Potential morgue Parking Lot in Front of SA Building



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
Raquel Giles	Principal	August 4, 2021
Deputy Bley	PCSO	August 4, 2021
Caleb Rodgers/ Al Arroyo	School Safety Officer	August 4, 2021
Ryan Halstead	Curriculum Specialist	August 4, 2021
LaDawn Bell	Student Services-Guidance	August 4, 2021
Yulonder Betts	Student Services-Academic Advisor	August 4, 2021
	Social Worker	
	School Psychologist	

SSO Contingency Plan

- If the SSO is absent, St. Petersburg College will provide a back-up who has been trained in the Guardian program
 - Back-up SSO for SPCHS include: David Withers (SSO at Tarpon Springs)- withers.david@spcollege.edu
 - Sean Kelly: Kelly.Sean@spcollege.edu
 - Al Arroyo: arroyo.alquimedes@spcollege.edu
- In the case of termination or resignation, the college will place an interim SSO on campus from the above names until the position is filled by a properly trained Guardian who has successfully completed training through the Pinellas County Sherriff'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: Michael McLerren— (727) 341-4606
 - School Safety Officer: Caleb Rodgers— (727) 287-8954
- 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: Steven Moody— (727) 341-4769
 - School Safety Officer: Caleb Rodgers— (727) 287-8954
- 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 Crisis Plan, and in accordance with district policy, please complete the following survey and return to the administration office. The information provided will be used to help design and update school crisis plan in order to be fully prepared for an emergency situation should one arise.

NAME: LaDawn Bell, room SS 226, has counseling/mental health training.

I. Emergency response:

Please check any of the following areas in which you have training or expertise:

- | | | |
|--|--|---|
| <input type="checkbox"/> First aid | <input type="checkbox"/> Search & rescue | <input checked="" type="checkbox"/> Counseling/mental |
| <input type="checkbox"/> CPR | <input type="checkbox"/> Hazardous materials | <input type="checkbox"/> Fire-fighting |
| <input type="checkbox"/> Emergency medical | <input type="checkbox"/> Media relations | <input type="checkbox"/> Incident debriefing |

Explain or clarify items checked, if needed: The principal, assistant principal, and school secretary will take First Aid and CPR training. Caleb Rodgers, Safe School Officer, is CPR and First aid trained.

II. Special Considerations: Please check and list special skills or resources you feel would be an asset in an emergency situation. Explain items checked:

Multilingual, list language(s) Martha Dessipe speaks French and Spanish

Experience with disabilities Daniel Walch is a former ESE teacher

Ham radio or CB radio experience

Knowledge of community resources

Other knowledge or skills

Other knowledge or skills

Check if you have a cell phone that could be used in an emergency all staff

Check if you have a 2-way radio that could be used in an emergency all staff

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
Janice Smickle	SS 210	Cheryl Ryan	SS 212
Dan Walch	SS 216	Dan Couillard	SS 214
Yulonder Betts	SS 202	Erin Parke	SS 228
LaDawn Bell	SS 226	Martha Alvarez	SS 226
Raquel Giles	SS 218	Latavia Dempsey	SS 218
Ryan Halstead	SS 218	Caleb Rodgers/ Al Arroyo	SS 218

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.	Completed – June 2020
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 –
Coordinate with the appropriate public-safety agencies, a campus tour every three years for first responders.	Completed –
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 –
Requires school safety specialist to collaborate with law enforcement and conduct annual school security risk assessments at each school by October 1.	Completed –
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 –
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 –
Each classroom door with a window should have an opaque covering for the window readily available.	Completed –
Each classroom should have a clearly identifiable hard corner or safe corner marked.	Completed – August 2020
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.	Completed – August 2020

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 2020
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 are due to the DOE [] and the final update/amendments due by [].	Will be completed following the 2019-2020 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 –
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 –
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 –
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 –
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 –
Written procedures must provide guidance to staff on how to initiate an active threat response.	Completed –
Written procedures must be physically distributed to every employee.	Completed –
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 –

Positive School Climate Source

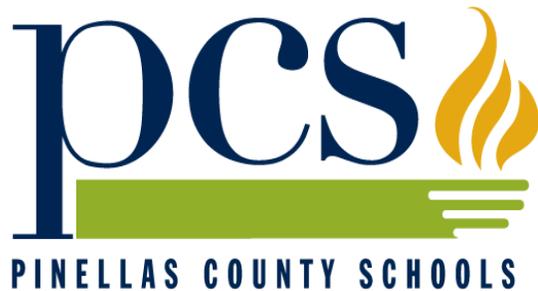
Requirement	Comment
Allows authorized members of the threat assessment team to obtain certain criminal history information.	Implemented during PCS Schools/SPC Threat Assessment Procedure
Requires the school threat assessment team to verify behavioral health intervention services remain intact for a student 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 2019

**ST. PETERSBURG COLLEGIATE
HIGH SCHOOL NORTH PINELLAS**



TARPON SPRINGS

SCHOOL CRISIS 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	July 13, 2021

School Administrative Team Administrative Team

Name	Position	Work	Home or Cell
Ian Call	Principal	(727) 341-4368	(727) 698-0136
Kellye Rainwater	Guidance 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
Jennifer Dale	Associate Provost	(727) 712-5260	(813) 377-7325

Staff Members

Name	Position	Number	Home or Cell
Annelies Williamson	Administrative Specialist	(727) 712-5891	(727) 331-9245
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, Guidance Counselor

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:	Ian Call
Parent/Family Liaison:	Annelies Williamson
Security Liaison:	David Withers
Media Liaison:	Starla Metz
Medical Liaison:	David Withers
Counseling Liaison:	Kellye Rainwater

Staff Responsible for:

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

In the event of a campus emergency event, the St. Petersburg College/Tarpon Springs 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: BB 007

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

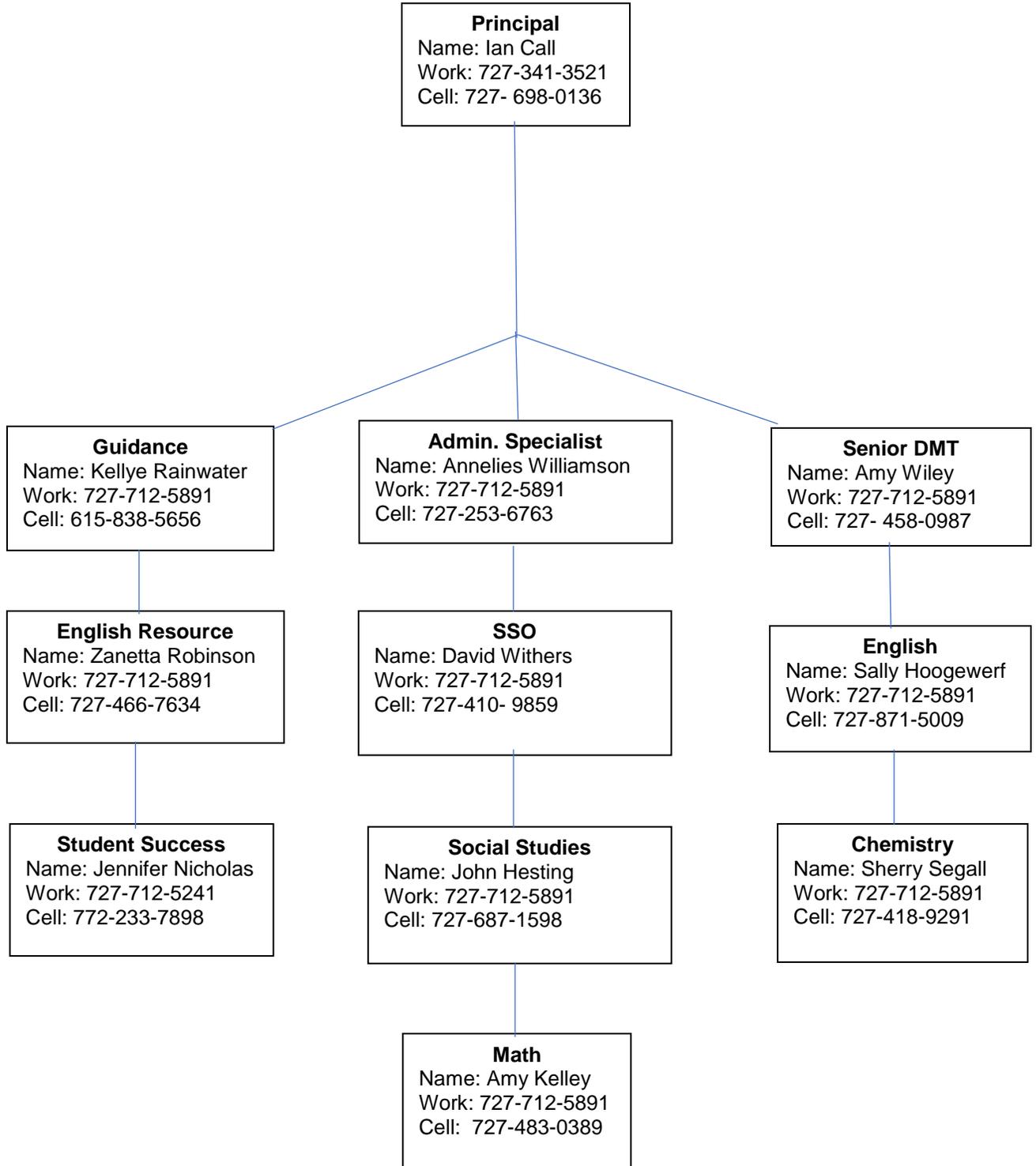
Staff responsible for taking box when indicated in plan: Ian Call

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

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.

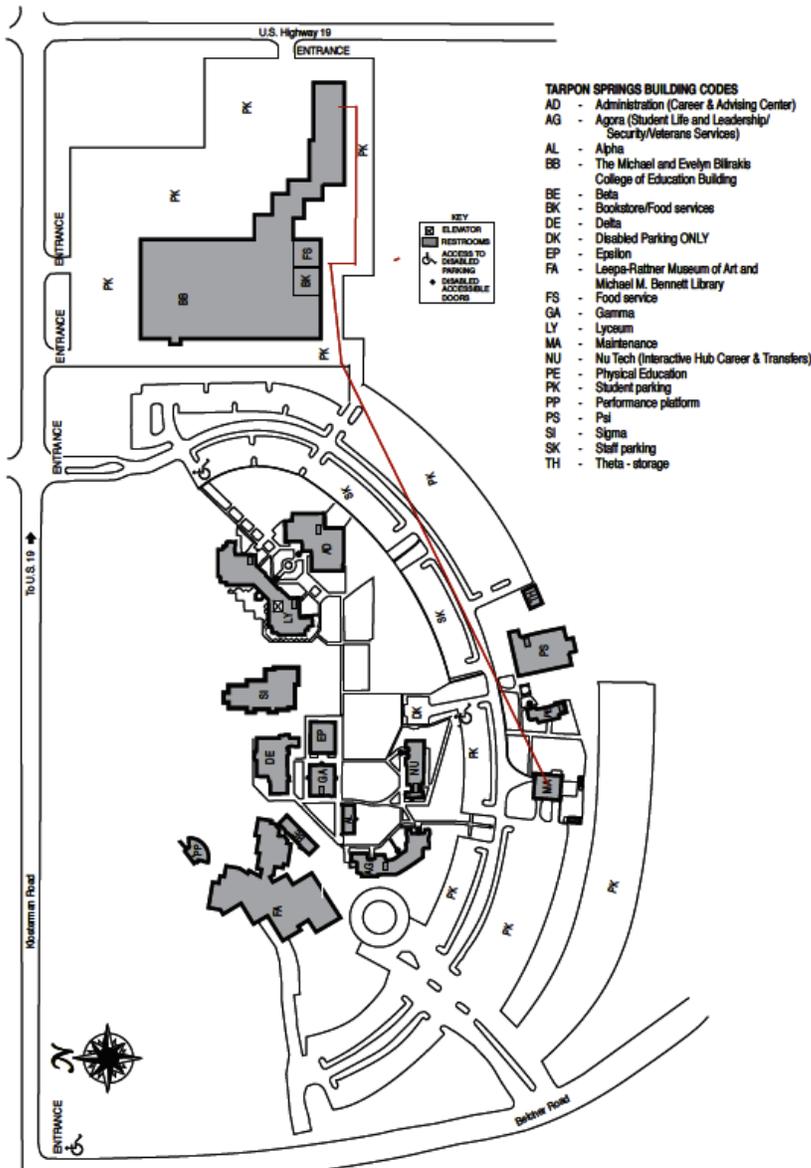


On-Campus Alternate Building Location: Walking Distance

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

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



On-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 and SPCHS 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.

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
Kellye Rainwater	Guidance Counselor	July 30,2019
Lenny Stacey	Social Worker	
Kristofer Kraul	School Psychologist	
Dan Barto	SPC Director of Security	
Victor Dukes	Senior Security Officer -TS	
David Withers	School Safety Officer - TS	
Theodore Thompson	Deputy - 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: 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: Michael Quitter—(727) 712-5405
 - 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.

Staff Skills Inventory

As part of the development of our Crisis Plan, and in accordance with district policy, please complete the following survey and return to the administration office. The information provided will be used to help design and update school crisis plan in order to be fully prepared for an emergency situation should one arise.

NAME: _____ **ROOM**

I. Emergency response:

Please check any of the following areas in which you have training or expertise:

- | | | |
|--|--|--|
| <input type="checkbox"/> First aid | <input type="checkbox"/> Search & rescue | <input type="checkbox"/> Counseling/mental |
| <input type="checkbox"/> CPR | <input type="checkbox"/> Hazardous materials | <input type="checkbox"/> Fire-fighting |
| <input type="checkbox"/> Emergency medical | <input type="checkbox"/> Media relations | <input type="checkbox"/> Incident debriefing |

Explain or clarify items checked, if needed

II. Special Considerations: Please check and list special skills or resources you feel would be an asset in an emergency situation. Explain items checked:

Multilingual, list language(s)

Experience with disabilities

Ham radio or CB radio experience

Knowledge of community resources

Other knowledge or skills

Other knowledge or skills

Check if you have a cell phone that could be used in an emergency

Check if you have a 2-way radio that could be used in an emergency

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
Sherry Segall	BB 003	Sally Hoogewerf	BB 004
John Hesting	BB 005	Zanetta Robinson	BB 006
Amy Wiley	BB 009	Kellye Rainwater	BB 020H
Jennifer Nicholas	BB O20I	Ian Call	BB 020F
Amy Kelley	BB 0001	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.	Completed – August 2020
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 2020
Coordinate with the appropriate public-safety agencies, a campus tour every three years for first responders.	Completed – August 2019
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 2020
Requires school safety specialist to collaborate with law enforcement and conduct annual school security risk assessments at each school by October 1.	Completed – June 2020
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 2019
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.	Completed – September 2019

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
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 – September 2019
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 – August 2019
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 2019
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 – September 2019
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 2019
Written procedures must provide guidance to staff on how to initiate an active threat response.	Completed – August 2019
Written procedures must be physically distributed to every employee.	Completed – August 2019
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 2019

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 (SPCHS) and
St. Petersburg Collegiate High School North Pinellas (SPCHSNP)
Teacher Salary Increase Allocation (TSIA) Plan for 2021-22**

Intent

As part of the General Appropriations Act adopted in the 2020 Legislative Session, \$500 million was provided as part of K-12 FEFP funding to increase teacher compensation referred to as the Teacher Salary Increase Allocation (TSIA). Schools were required to use this restricted allocation to raise the minimum base salary for full-time classroom teachers, as defined in Section 1012.01(2)(a) F.S. to at least \$47,500 or to the maximum amount achievable with any residual funds used to increase the salaries of all instructional personnel as defined in Section 1012.01(2)(a)-(d) F.S. (Full-time classroom teachers and school counselors).

The Legislature has continued the Teacher Salary Increase Allocation funding for the 2021-22 fiscal year, increasing the total allocation by \$50 million to \$550 million. These funds were appropriated to maintain the salary increases provided by the 2020-21 TSIA with any residual amount used to increase salaries of all instructional personnel as defined in Section 1012.01(s)(a)-(d)-F.S. (Full-time classroom teachers and school counselors).

Distribution Plan for 2021-22

The 2021-22 TSIA for St. Petersburg Collegiate High School and St. Petersburg Collegiate High School North Pinellas will be used to maintain the salary increases provided last year with any residual amount equally distributed among all eligible instructional personnel as defined in 1012.01(2)(a)-(d) F.S. (full-time classroom teachers and guidance counselors).

**St. Petersburg Collegiate High School North Pinellas
Amended Budget
2021-2022**

	Amended Budget	Approved Budget
	FY 2022	FY 2022
	7/1/2021 - 6/30/2022	7/1/2021 - 6/30/2022
Revenue		
Funding Sources		
FEFP Funding (210 Students)	\$ 1,277,297	\$ 1,277,297
Capital Outlay Funding	117,828	
Title II Professional Development Reimbursement	5,170	5,170
A+ Recognition Award		
Title IV (SSAE)	2,764	2,764
Budget Stabilization Reserve (Fund Balance)	5,268	118,700
Total Funding Sources	\$ 1,408,327	\$ 1,403,931
Operating Expenses		
Personnel Cost		
Instructional	431,838	473,127
Administrative and Instructional Support	407,816	407,972
Plant Operation	27,439	26,978
Temporary (Non-recurring)	52,212	6,831
Total Personnel Cost	\$ 919,305	\$ 914,908
Current Expense		
Professional Development & Workshops	5,170	5,170
Textbooks and Instructional Materials	151,240	151,240
Minor Equipment	4,000	4,000
Facility Lease (Partially from Capital Outlay Funds)	230,748	230,748
Professional Services & Fees	22,100	22,100
Insurance	13,000	13,000
Food	40,000	40,000
Office Supplies and Equipment	9,764	9,764
Printing/Photocopying/Advertising	13,000	13,000
Total Current Expense	\$ 489,022	\$ 489,022
Capital Spending		
Total Capital Spending	\$ -	\$ -
Total Budgeted Expenditures	\$ 1,408,327	\$ 1,403,930
Other Transactions: Dual Enrollment		
Dual Enrollment Tuition Expense	\$ 450,000	\$ 450,000
SPC Contribution to offset tuition	\$ (450,000)	\$ (450,000)
Ending Fund Balance Reserve (est.)	\$ 294,117	\$ 116,354

**Charter School Referendum Fund Expenditure Plan
2021-2022 School Year**

School: St. Petersburg Collegiate High School North Pinellas

Official/Primary Contact: Ian Call

Phone Number: 727-341-3521

E-mail Address: c.calli@pcsb.org or call.ian@spcollege.edu

Fund Expenditure by: June 1, 2022

1. Summarize the school's expenditure plan for Program SALARY SUPPLEMENT – 2660.

\$21,000 for salary supplements and **\$82,007** for salary and benefits for a 42 ECH Student Support Specialist (SSS) instructional position for a total of **\$96,007**. \$7,000 for the SSS will be paid out of operating funds. Due to our small staff, a supplement will be provided in the amount of **\$3,000** to 6 teachers and 1 school counselor.

The SSS will be a new position to support students and teachers as follows:

- Serve as the MTSS and 504 Coordinator to support teachers in providing interventions to students and increasing their success in the classroom.
- Collect, analyze and share data from various assessments including the PERT and state assessments to ensure instruction is data-driven and students receive the support and resources needed to simultaneously earn their high school diploma and an AA degree.
- Support teachers with the integration of current technology into their lessons so learning is engaging, relevant, and personalized to meet the needs of each student.
- Meet with students monthly to provide support, resources, and mentoring.
- Help students to explore careers, select a college major, create a "My Learning Plan" and monitor course selection/completion aligned to the student's "My Learning Plan".
- Assist students and monitor their progress with the college application process, scholarship applications, and the FAFSA to increase graduation and scholarship rates.

2. Summarize the school's expenditure plan for Program VISUAL ARTS - 2310.

\$13,802 will be used to provide to supplement the Visual Arts for students as follows:

- The purchase of quality art supplies and equipment that help students produced innovative and creative works of art. These works of art will be displayed on campus and students will be encouraged to enter their art works in competitions such as reflections and Pinellas County student exhibitions.
- The purchase of art supplies and materials for students to paint mural(s) to enhance an outdoor area that will be used as an "Arts Venue" for visual art exhibits and other performances that showcase SPCHSNP students' artistic abilities to stakeholders through art exhibits, musical performances, and poetry readings.

3. Summarize the school's expenditure plan for Program MUSIC (PERFORMING ARTS) - 2320.

NA

4. Summarize the school's expenditure plan for Program TECHNOLOGY - 2330.

\$6,600 to purchase 6 laptops for a student laptop lending program so students gain current technology skills required for college and the workforce.

\$2,200 to purchase digital scales to be used in the Chemistry and Earth Space science courses. This specialized technology equipment will help students learn how to use technology to make precise measurements that result in accurate computations when completing complex science problems.

\$1,400 to purchase a 3D printer and 3D printing supplies. The printer and the supplies will be used to implement technology into our Earth Space Science and Chemistry curriculum.

Total equals \$10,200

5. Summarize the school's expenditure plan for Program ELEMENTARY READING - 2341.

NA

6. Summarize the school's expenditure plan for Program SECONDARY READING - 2342.

NA

7. Summarize the school's expenditure plan for Program LIBRARY MEDIA - 2343.

NA

Submitted by:

Ian Call, Principal



10/4/21

Signature

Date

Charter Board Approval by: Thomas Kidwell, Board Chair (Pending Board Approval October Meeting)

Signature

Date

If you have any questions, please contact the Charter School Office or hayesam@pcsb.org.



St. Petersburg Collegiate High School North Pinellas (SPCHSNP) Out-of-Field Teacher Notification and Support Plan for 2021-22

Out-of-Field Requirement 1012.42 F.S.

Each district school board shall adopt and implement a plan to assist any teacher teaching out-of-field, and priority consideration in professional development activities shall be given to a teacher who is teaching out-of-field. The district school board shall require that the teacher participate in a certification or staff development program designed to provide the teacher with the competencies required for the assigned duties.

When a teacher in a district school system is assigned teaching duties in a class dealing with subject matter that is outside the field in which the teacher is certified, outside the field that was the applicant's minor field of study, or outside the field in which the applicant has demonstrated sufficient subject area expertise, as determined by district school board policy in the subject area to be taught, the parents of all students in the class shall be notified in writing of such assignment, and each school district shall report out-of-field teachers on the district's website within 30 days before the beginning of each semester.

SPCHSNP Out-of-Field Teacher Instructional Support Plan (Approval Requested)

Dr. Sally Hoogewerf, SPCHSNP English instructor, is out-of-field for the 2021-22 school year due to students classified as English Language Learners (ESOL) being placed in her English classes. Dr. Hoogewerf is certified by the state of Florida in English Education for high school and has been consistently rated as highly effective on the state required evaluation instrument for K-12 teachers.

As required by state statute, a support plan has been developed to ensure Dr. Hoogewerf meets the 300 hours of professional development required to add the ESOL certification to her state of Florida teaching certificate. Dr. Hoogewerf's plan requires her to take a minimum of 60 hours of ESOL professional development each year and add the ESOL certification on or before July 1, 2023. The plan also provides support to Dr. Hoogewerf in implementing best practices in ESOL instruction from the Pinellas County Schools ESOL Coordinator and the principal.

An out-of-field letter was sent to the parents/guardians of all students in Dr. Hoogewerf's English class on September 25, 2021 by Dr. Call and Dr. Hoogewerf is listed as out-of-field on the SPCHS website as required by Florida Statute.