

MINUTES OF THE SEPTEMBER 20, 2022, MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

The Board of Trustees of St. Petersburg College met on Tuesday, September 20, 2022 at the St. Petersburg College/Gibbs Campus, SU-236, 6605 5th Ave N., St. Petersburg, Florida. The following Board members were present: Vice Chair Jason Butts, Katie Cole and Deveron Gibbons. Trustee Thomas Kidwell and Nathan Stonecipher were not present. 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. Tuesday, September 20, 2022 at the St. Petersburg College/Gibbs Campus, SU-236, 6605 5th Ave N., St. Petersburg, Florida. The meeting will be held for the purpose of considering routine business of the College; however, there are no rules being presented for adoption or amendment at this meeting.

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

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

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

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

22-082. In accordance with the Administrative Procedure Act, the following Agenda was prepared:

AGENDA

ST. PETERSBURG COLLEGE BOARD OF TRUSTEES SEPTEMBER 20, 2022

St. Petersburg Gibbs Campus (SU 236)
6605 5th Ave N
St. Petersburg, FL

SPECIAL MEETING: 9:00 A.M.

I. CALL TO ORDER

- A. Invocation
- B. Pledge of Allegiance

II. RECOGNITIONS

- A. 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 August 16, 2022 (*Action*)

V. MONTHLY REPORTS

- A. General Counsel

VI. STRATEGIC FOCUS

A. STUDENT SUCCESS AND ACADEMIC ACHIEVEMENT

1. Summer 2022 Student Success and Fall 2022 Student Profile – Dr. Matthew Liao Troth, Vice President, Academic Affairs (*Presentation*)
2. Innovating Our Future 2024 - Dr. Matthew Liao Troth (*Presentation*)
3. Titans Care Centers – Dr. Misty Kemp, Executive Director Retention Services (*Presentation*)

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VII. CONSENT AGENDA

- A. OLD BUSINESS (items previously considered but not finalized) - None
- B. NEW BUSINESS
 - 1. ADMINISTRATIVE MATTERS
 - a. Human Resources
 - i. Personnel Report (*Action*)
 - 2. Credit Curriculum Changes (*Action*)
 - 3. GRANTS/RESTRICTED FUNDS CONTRACTS
 - a. Juvenile Welfare Board – Early Childhood Education Grant (*Action*)
 - b. Florida Department of Education—Tampa Bay Consortium College Reach Out Program (*Action*)
 - c. Strada Education Network — Tampa Bay Education to Employment Connection (TBEEC) Grant (*Action*)
 - d. CareerSource Florida, Inc.–Quick Response Training Grant – MSP Industries, LLC (*Action*)
 - 4. BIDS, EXPENDITURES, CONTRACTS OVER \$325,000
 - a. Microsoft Campus Agreement Amendment – Students, Staff, Faculty and Administrative (*Action*)
 - b. Dell Financial Services L.P. - Approval of Proposal – Refresh 2000 VDI (Virtual Desktop Infrastructure) endpoints for Instruction and Services (*Action*)
 - 5. CAPITAL OUTLAY, MAINTENANCE, RENOVATION, AND CONSTRUCTION
 - a. Workforce Incubator, TS Project #1707-N-22-5 (*Action*)
 - b. Selection of Design Firm for Professional Services for the Palladium Theatre Concert Hall Renovation (*Action*)
 - c. Lease Agreement with the Department of Education, Vocational Rehabilitation (*Action*)
 - d. Request to Authorize Negotiations with Continuing Services Companies for Maintenance Projects Under \$4M and Request to Authorize Advertisements for Construction Management Services Between \$4M and \$8M (*Action*)
 - 6. OTHER
 - a. Carryforward Spending Plan (*Action*)
 - b. Naming of the Workforce Incubator at Tarpon Springs Campus (*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 2022-2023 College General Operating Budget Report with Tuition Revenue (*Information*)

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

X. PRESIDENT’S REPORT

XI. NEXT MEETING DATE AND SITE

October 18, 2022, Workshop, EpiCenter, Collaborative Labs

XII. ADJOURNMENT

If any person wishes to appeal a decision made with respect to any matter considered by the Board at its meeting September 20, 2022, he or she will need a record of the proceedings. It is the obligation of such person to ensure a verbatim record of the proceedings is made, §286.0105, Florida Statutes.

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

***No packet enclosure**

Date Advertised: September 13, 2022

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

The purpose of the meeting is to ask the governing board to approve the Collegiate high schools to opt into the School Messenger for the 2022-23 school year.

If any person wishes to appeal a decision made with respect to any matter considered by the Board at its meeting September 20, 2022, he or she will need a record of the proceedings. It is the obligation of such person to ensure a verbatim record of the proceedings is made, §286.0105, Florida Statutes.

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

Date Advertised: September 13, 2022

The purpose of the meeting is to provide highlights of the 2021-22 school year and to ask the governing board to approve the proposed budget for the 2022-23 school year so it can be submitted to the Pinellas County School District.

22-083. Under Item I, Call to Order

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

22-084. Under Item II – Recognitions

A. SPC Spotlights

Dr. Williams provided the following spotlights:

- Thanked the Foundation for their hard work on a fantastic 95th anniversary.
- 300+ students and employees at Rays game last week, check presentation.
- Well-attended alumni celebration Friday night.
- She spoke at City of St. Petersburg meeting, mayor declared 9/12 officially SPC day.
- SPC Gibbs campus celebration included sons of first graduate from 1929, who also graduated from SPC, a new tradition.
- Clearwater campus held an electrical vehicle seminar.
- Celebrating with MIRA program (Music Industry and Recording Artists) and alums who have done great things.
- 9/22: Supplier diversity information session for companies who want to engage the College.
- Individuals:
 - Dr. Connor: Serving with Lead Tampa Bay as member of FCAN local college access network working on community of practice 2.0 (black and brown student success).
 - Dr. Jackie Skyrd: Attending international conference in Paris presenting on power of collaborative.
 - Dr. Tashika Griffith: Featured in USA Today about SPC addressing student needs for transportation.

22-085. Under Item III, Comments

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

A. Board chair

Mr. Butts echoed that SPC Day was extraordinary and thanked everyone for their efforts, noting that SPC is making quite an impact in the community and going in an exciting direction.

B. Board members

Ms. Cole thanked all involved in SPC Day, noting how nice it was to celebrate the future of the College and also honor the past.

C. President

None.

D. Public comments

Nikki Riggs, faculty instructor and alumni of veterinary technology school addressed a statement from May 17 by Cushman Wakefield about the program being outside the core mission of the College. She stated it does fit within the College's mission, it began 50 years ago and developed into a top program in the nation. Graduates can get higher wages and better benefits. The profession is facing difficulties hiring in positions including government positions, small and specialty hospitals, wildlife and rehabilitation, research, zoo, practice management, and marketing. The program is invaluable to the local community with several 100 veterinarian organizations. Demand for animal care has never been greater. It does empower students and community to achieve success and economic mobility through academic excellence and engagement.

Trisha Gorum, instructor in charge of SPC's veterinary program, graduate of the program, who began teaching in 1996, then full-time in 2003. She recognized the faculty, recognized as program of the year from Association of Veterinary Technician Educators in August which represents programs in U.S., Canada, U.K., Thailand, and Australia. All vet techs are graduates of the program. A veterinarian is working with NASA. The board is moving to difficult decisions, she invited board members to come to campus, see students interacting with patients and the community and critical care skills they are learning. She also invited board members to the October 15 career fair from 2-5 p.m.

Elizabeth O'Brien, clinical manager at local animal emergency and adjunct professor, relief vet tech for a local practice, addressed the word community, noting that's what the veterinarian technology campus is. It's much different than HCC's because of the on campus program. She's a 2013 graduate, 2015 with bachelor's. She saw people from across the state make trips two to three times a week to an on-campus program. She came back last year to teach because of the amount of community within one campus, one program. The program is a community, far beyond the walls of SPC. SPC supplies multiple CEs. HCC doesn't do those for the community

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already set in place. The veterinary industry is not like human medicine. It is 24/7. It's a dying industry.

Andrea Taylor Sweet spoke about the urban technology institution being a designated digital disruptive engine with the capacity to streamline policies and practices that impeded potential and sustain poverty, identify scholarly content to engage government and civic debate and inspire critical analysis that contribute to solutions transforming leaders into agents of change. She cited an example: Should physical agility be a condition of employment? SPC and award-winning Workforce Development Institution has successfully excluded the indigent. Those of different abilities, those temporarily incapacitated, and those of birth defects from competitive labor markets, denying ADA and human rights to hundreds of thousands of Tampa Bay constituents, condoning a physical requirement clause at the end of job vacancies. She added this has positioned SPC where they would be party with upholding social security definition of disability as unable to work and taking part in out-of-control government spending because those with different abilities would have to depend on the government to live.

Jessica Magnani, long-time faculty member, asked the board to reconsider changes to insurance premiums vote from last board meeting because they will have the opposite effect of equity; those earning the least will pay as much as higher earners. It may increase 200-500% in 2024. In some cases more than half an employee's take home pay. These employees may seek employment elsewhere. She asked the board to find an option better for faculty and staff to preserve continuity and institutional knowledge.

Tara Newsome, professor in social behavioral sciences department, director of the center for civic learning and community engagement, shared Jessica's sentiments regarding the meaningfulness of healthcare. She explained she is the major breadwinner of four children in her family and that, while she understands the fiduciary duty, SPC also has one to its employees. She said she considers it a privilege to work at SPC and noted the measurements used for success for SPC and that after the 2024 implementation of healthcare costs, faculty will be way below the level of the legislature saying SPC has a robust and meaningful career that will be sustainable. She asked the board to consider reopening and relooking at it.

Mr. Gibbons said that, since the last meeting, he has had more than 60 calls on the insurance issue. Other colleges across the state are working at it too. SPC has a fiduciary responsibility to figure this out and shouldn't be looking to the H.R. Director who has limited knowledge and experience. Must step back from the issue. He continued that it's fine to work with other colleges and that sometimes focus is lost because administration makes more money than the people teaching. This is a real pocketbook issue. Board must take a position to find an expert in the field to work with the staff and president to figure it out. Inflation and economy and insurance costs are always going up. Need creative way to figure this out. He asked the 2024 program gets pulled back until a committee is formed with faculty, staff, and others to evaluate the issue. He also

discussed that he has received a lot of calls about the vet tech issue, from up to the governor level. He believes it's a communications issue, but SPC must take time to consider things like this.

Dr. Williams agreed with the communications issue and assured the audience that there is no intention to close the vet tech program. A lot of programs are moving, things are changing, but not closing. She is meeting with the faculty tomorrow and will share the goal, data, and get feedback, has met with legislators, the state board of education, and looked at CTE audit. She will share with faculty what is happening and where it's going. Trustee Kidwell forwarded her some emails and she has responded. The board has also been challenged with looking at the facilities and has completed a year-long review of space utilization. It's not just a vet tech change, there are several programs.

Mr. Gibbons thanked her. He continued that SPC must do better job at completion in the program.

Ms. Cole addressed Mr. Gibbons' comments about health insurance and shared the efforts the board has undertaken in the past four and one-half years that she's been on the board, including discussion with the administrative team, reviewing a lot of materials, held a special five-hour work session to review an entire menu of plans, choice of about 20 with finances, monthly fees, what's paid by the College. There was criticism that no faculty members and staff were on the committee, but industry experts were involved. In response to that workshop, SPC created a four-year plan to right size insurance as compared to peers, also established the committee that Mr. Harris led last year with faculty and team. She appreciates Mr. Gibbons' desire to have more industry experts on board, but administration did exactly what they were asked to do. She indicated these are long term plans and, unfortunately, the health insurance marketplace is erratic and adjusts every year. She noted the recent stress about the BayCare/Florida Blue relationship. She cited the wage and hour study to right size salaries and that the total compensation package is important to look at and it's part of everything being done. Dr. Williams will continue to look at it with the consortium and also what's best for SPC. She added that it's possible the topic could be added to a workshop next month, but she doesn't think everything needs to be redone that administration has done over the past year. It needs to be accepted, honored, and look at best total compensation and how to move forward to continue to maintain and recruit best and brightest.

Mr. Gibbons said people on the committee shared with him they didn't feel like they got the best outcome. This many people calling means there's an issue. He added he's not asking to change the committee, but for the board to find an outside expert to come in and help review value propositions and things missed or unknown or assumed to get where SPC needs to get to. Having good quality health insurance is a basic human right. And it should be affordable.

Mr. Butts agreed that health insurance is important and that this is a national debate and problem. In the last couple of years, every member of the board listens and wants to bring forward the best opportunities and plans for all employees. He thanked all the speakers who took the time to come

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today, noting that no issue is ever closed and done. Those comments will be taken into consideration in making best decisions for SPC.

22-086. Under Item IV, Review and Approval of Minutes

The minutes of the August 16 2022, Meeting of the Board of Trustees of St. Petersburg College were presented by the chair for approval. Mr. Gibbons moved approval of the minutes as submitted. Ms. Cole seconded the motion. The motion passed unanimously

22-087. Under Item V, Monthly Reports

Under Monthly Reports

None.

22-088. Under Item VI – A, Strategic Focus and Planning

Under Strategic Focus

A. STUDENT SUCCESS AND ACADEMIC ACHIEVEMENT

1. Summer 2022 Student Success and Fall 2022 Student Profile – Dr. Matthew Liao Troth, Vice President, Academic Affairs (*Presentation*)

Dr. Liao Troth presented:

Summer 2022 success rates:

- Met gap closure of 8% for black males first semester summer 2022, first time on a whole term basis
- FTIC Hispanic male student success decreased (3 grades not passing vs. Passing)
- First and second eight-week terms African-American men and women did well
- Reviewed the gateway courses that were most successful and those that need support; of those needing support most were taken online
- 908 students completed 945 degrees, diplomas, certificates

Fall 2022 student profile:

- AA degree is largest single degree
- Continue to serve the underrepresented, increasing about 1%/year
- Average age declined during pandemic and remains average of 26
- Big change: Close to 8% increase in students attending SPC full-time
- Budget tuition goals: 99.7% to budget, a gap of less than \$100,000

Enrollment strategies:

- Recruiting drives
- Retention strategies for both faculty and students

Mr. Gibbons asked if, with the average age 26, are they leaving the workforce and coming in or getting retrained, and with most being women, is it known if they are parents?

Dr. Liao Troth replied that there is still a full range of students enrolled, but getting more traditional age students in the fall.

Ms. Cole asked if, with the increase of full-time students, there is a decrease in average age, noting that 32 used to be the average age, a significant difference.

Dr. Liao Troth replied that the numbers are connected and SPC is getting more from the high schools.

Mr. Butts asked about the gateway courses, how students are driven to register, and if it's possible to get them on campus in a classroom to increase that rate.

Dr. Liao Troth replied that one challenge is if you're in the workforce or have a family, it's hard to come to campus. During the pandemic, SPC introduced live online classes. The team is now looking at scheduling of those courses, seeing success with managing how modalities are done.

2. Innovating Our Future 2024 - Dr. Matthew Liao Troth (*Presentation*)

Dr. Liao Troth shared the following report:

- He reviewed the mission, vision statements and the vision, the strategic plan, and the SPC commitment
- Annual accountability dashboard, aka “Geek sheet,” and noted green means go, blue means getting colder
- Reviewed academic excellence measure:
 - Close black retention gap to 5%
 - Close 150% grad rate gap to 2%
 - Close success gap to 8%
- Reviewed community engagement measure:
 - Goal: \$1 million volunteer economic impact
- Employee engagement and experience measure goals:
 - Time to fill vacancies <45 weekdays
 - Increase employee training hours (15 hrs each)
 - First year turnover <10%
- Reviewed economic mobility:
 - 2025 goal: 60% Pinellas degree attainment (with other institutions)
 - Ranking: 18 of 29 FCS
- Financial vitality:
 - Goal: Primary reserve ratio >40%

He thanked Dr. Williams for her leadership and all faculty and faculty and staff for their work.

Mr. Gibbons noted the issue closing gaps of minorities and asked what else besides resources are needed.

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Dr. Liao Troth indicated SPC is making slow and steady progress, need to stay the course. Institutional culture changing, adjusting to better serving the community. He added that with unlimited dollars, the College would give unlimited scholarships. That's a significant issue for minority students.

Dr. Williams shared that with minority students, out of class support has been helpful and the College will continue to work on classroom support. It takes more work now to get students across the stage. As SPC expands online, blended, live classes, it's still a challenge for minority students.

Mr. Gibbons asked if there are more resources needed, asking specifically about in high schools.

Dr. Williams shared that SPC receives funding from the state to do work with K-12, and Helios funds. The other piece is to hear from the faculty teaching the online classes what other resources may be needed such as faculty training, tools. Dr. Troth meets with faculty on a regular basis and that may be a question to ask them.

Dr. Liao Troth shared that an external validation SPC is seeking is being included in the Aspen Prize, every other year. Focusing on these measures will help. He shared the measures across the years and that SPC is increasing on all metrics.

Ms. Cole thanked Dr. Troth for the presentation about Aspen, indicating it's nice to see how the strategic plans play in and what the benchmark is.

Dr. Williams indicated there are opportunities to reach back to students from 2018 to get them to finish.

3. Titans Care Centers – Dr. Misty Kemp, Executive Director Retention Services (Presentation)

Dr. Williams noted that this presentation was part of her efforts to bring a student-facing initiative to the board.

Dr. Misty Kemp presented the following report:

- Grade school to graduation project, now delivered after working five years in planning
- 31 programs and services available to all Titans, reaching back as far as third grade
- Access to free out of class academic supports and basic needs
- Began soft launch in January
- Mental health counseling services: Gibbs and Clearwater campuses opened; Downtown, Midtown, Tarpon Springs, and Seminole will open in spring
- 4,281 students served spring-fall 2022
- Reapplying for grant to provide free childcare services
- Completed first cohort of gateway classes; will review data from first term

- She thanked the partners inside and outside the College

Mr. Gibbons thanked her for an excellent report. He asked to see gateway course data and noted trends of white males also having difficulty with gateway courses.

22-089. Under Item VII – A, Old Business
NONE

22-090. Under VII-B, New Business

1. ADMINISTRATIVE MATTERS

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

2. Credit Curriculum Changes (*Action*)

3. GRANTS/RESTRICTED FUNDS CONTRACTS

- a. Juvenile Welfare Board – Early Childhood Education Grant (*Action*)
- b. Florida Department of Education—Tampa Bay Consortium College Reach Out Program (*Action*)
 - c. Strada Education Network — Tampa Bay Education to Employment Connection (TBEEC) Grant (*Action*)
- d. CareerSource Florida, Inc.–Quick Response Training Grant – MSP Industries, LLC (*Action*)

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

- a. Microsoft Campus Agreement Amendment – Students, Staff, Faculty and Administrative (*Action*)
- b. Dell Financial Services L.P. - Approval of Proposal – Refresh 2000 VDI (Virtual Desktop Infrastructure) endpoints for Instruction and Services (*Action*)

5. CAPITAL OUTLAY, MAINTENANCE, RENOVATION, AND CONSTRUCTION

- a. Workforce Incubator, TS Project #1707-N-22-5 (*Action*)
- b. Selection of Design Firm for Professional Services for the Palladium Theatre Concert Hall Renovation (*Action*)
- c. Lease Agreement with the Department of Education, Vocational Rehabilitation (*Action*)
- d. Request to Authorize Negotiations with Continuing Services Companies for Maintenance Projects Under \$4M and Request to Authorize Advertisements for Construction Management Services Between \$4M and \$8M (*Action*)

6. OTHER

- a. Carryforward Spending Plan (*Action*)
- b. Naming of the Workforce Incubator at Tarpon Springs Campus (*Action*)

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The Board considered Items VII – B.1a -VII. B.6b. Mr. Gibbons moved approval. Ms. Cole seconded the motion. The motion passed unanimously.

22-091. Under XIII, 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 2022-2023 College General Operating Budget Report with Tuition Revenue (*Information*)

22-092. Under Item IX Proposed Changes to BOT Rules Manual – Public Hearing - NONE

22-093. Under Item X, President's Report

Dr. Williams reported the following:

- Last week she joined Commission on State Board of Education on their LBR. Pleased to see Florida colleges listed; hadn't been in 10 sessions. \$50 million for operational pieces to help with new funding formula, \$6 million more for short-term workforce training programs; system received recommendation of \$74 million for building renovations; she indicated pleasure that the commissioner has shown great support for the college system
- Moving forward with plan to put in an LBR for all Florida colleges to be included in state insurance plan; second meeting is next week for Council of Presidents
- Governor's budget will come out soon
- After elections, will start moving on plans; met with local legislators so far
- Spoke at Mayor's Council two weeks ago; Provosts will need to work on strategies with mayors; possibility of \$700,000 from City of Clearwater; need to ensure SPC is tied closely to local cities. Has been asked to join the Mayor's Council and will attend more of those meetings

22-094. Under Item XI, Next Meeting Date and Location

The Board confirmed its next meeting date and location as Tuesday October 18, 2022 9:00 a.m., at the SPC EpiCenter, Collaborative Labs (*Workshop*)

XII. ADJOURNMENT

Having no further business to come before the Board, Chair Butts adjourned the meeting at 10:34 a.m.

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

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

Immediately following the St. Petersburg College Board of Trustees meeting, Chair Butts opened the St. Petersburg College Collegiate High School Governing Board meeting at 10:34 a.m.

Ms. Catherine Kennedy sought approval for three forms: One for each collegiate high school for an automated school messenger program, amounting to \$1.15 per student.

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

Having no further business to come before the Board, Chair Butts adjourned the meeting at 10:35 a.m.

Attachments
Board Memos and
Supplemental
Materials

Board of Trustees
Meeting

September 20, 2022

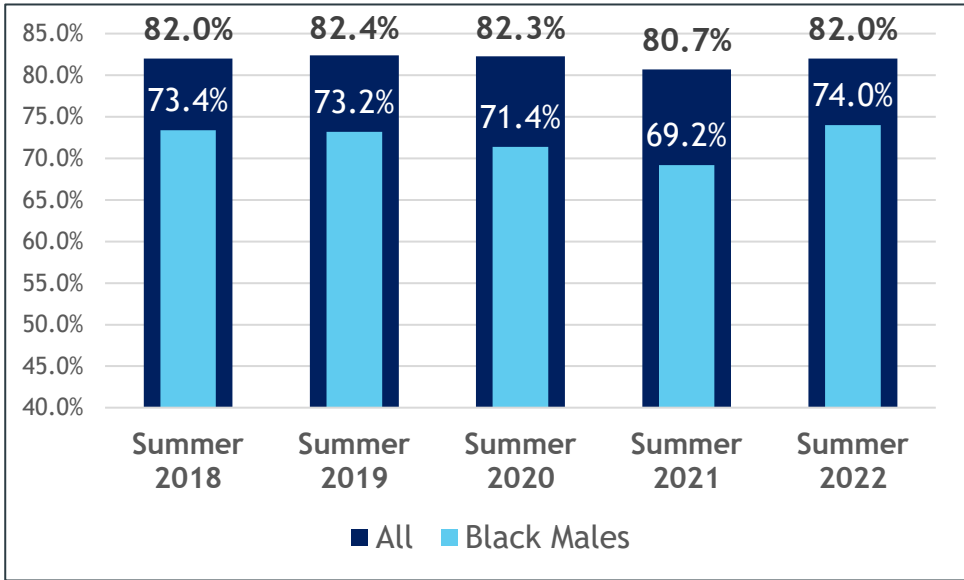
Summer 2022 Student Success and Fall 2022 Student Profile

BOT Meeting September 20, 2022

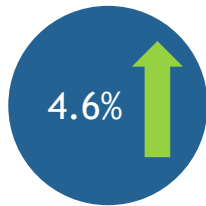
Summer 2022 Preliminary Success Rates



Met Gap Closure goal of 8% for the first semester!!



Hispanic FTIC Males



Black Males



Black Females Online

The Story of Black Student Success Gap Closure

BEST IN

8 Week 1
8 Week 2

Gateway Courses:
POS 2041
CGS 1070

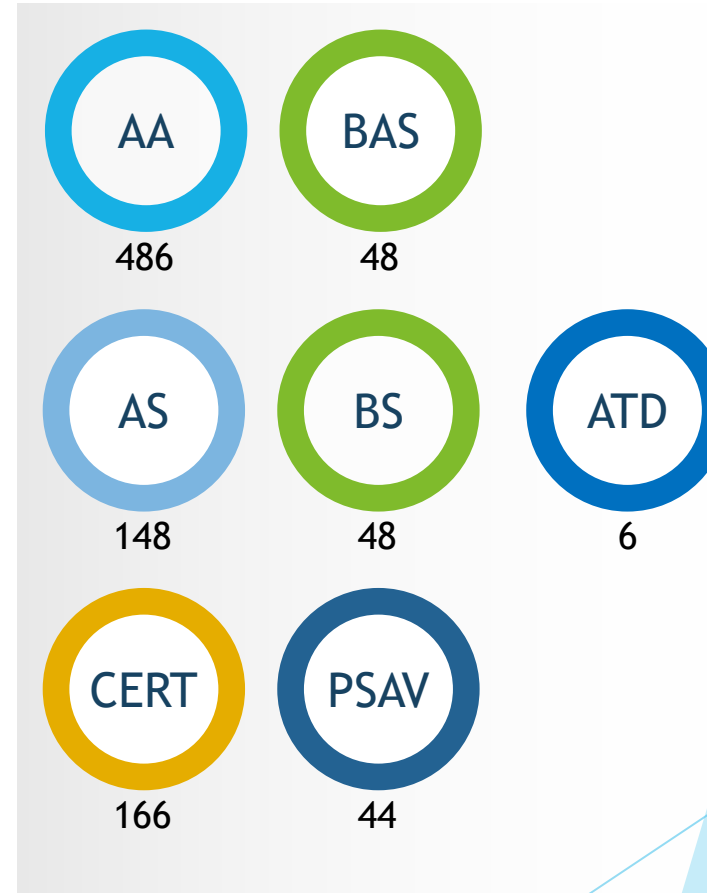
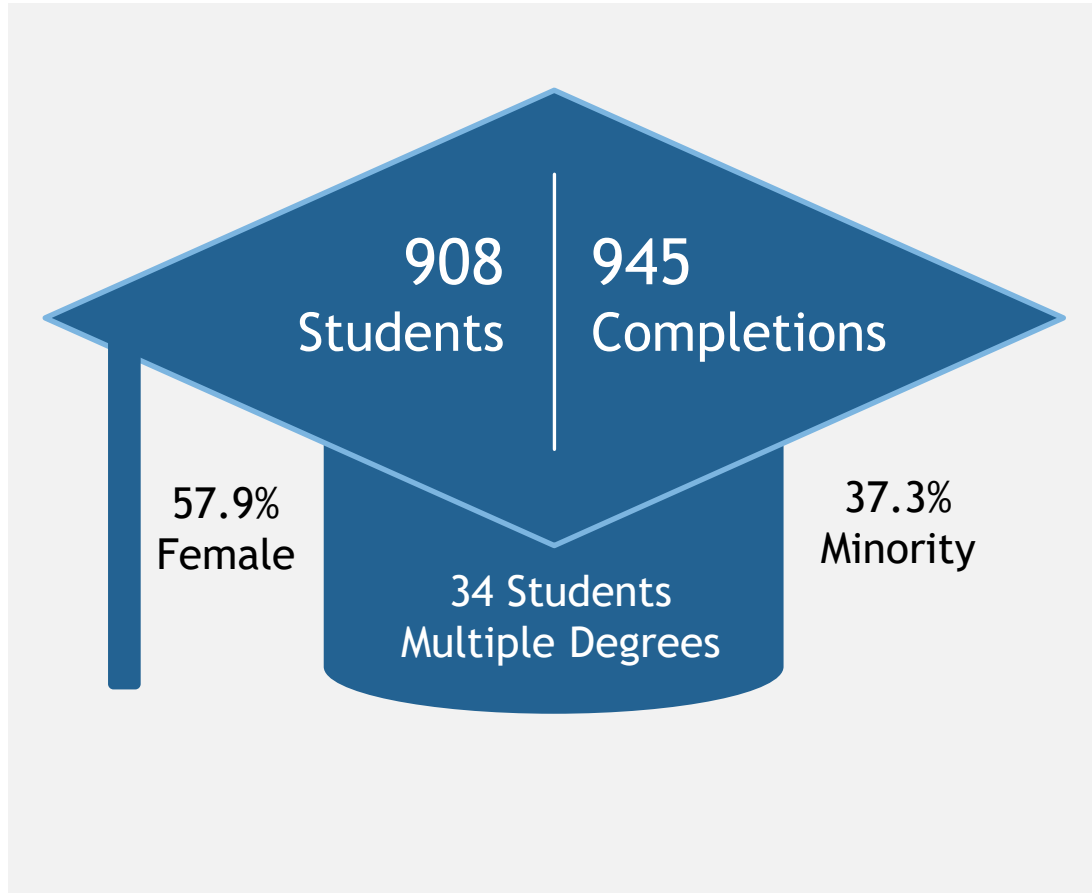
NEEDS SUPPORT

Gateway Courses:
MAC 1105
ENC 1101

Readmit Students

Source: BI as of 8/18/22

Summer 2022 Graduates

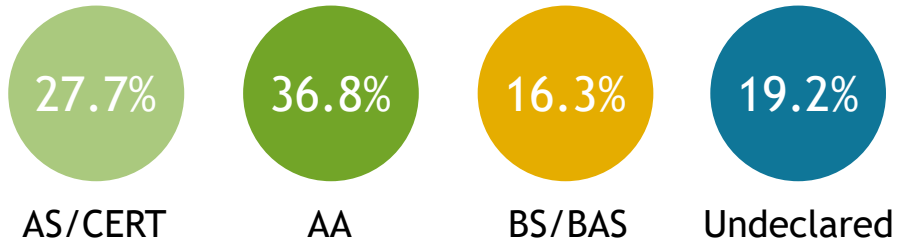


Source: BI as of 8/22/22

FALL

2022 Student Profile

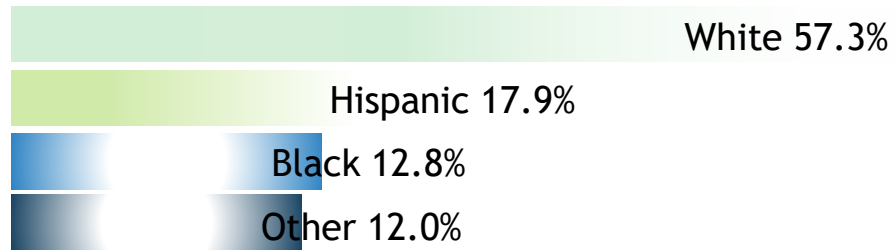
Degree Enrollment



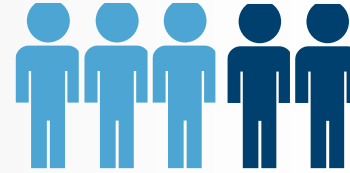
Race/Ethnicity

42.7%
Minority

1.1% Increase



26
Average Age



3 in 5 students
are women

7.8%
Full-time
Increase



Budget Tuition Goals

95.4%
Fall Final 2021

99.7%
Fall 9/19/22

Source: BI as of 8/22/22

Enrollment Strategies

Fall Enrollment

- **First Day of Term Enrollment:**
 - New Students: +7% in Headcount, +6% in SSH, and +8% in FTIC compared to first day of Fall 2021
 - Readmit Students: +1% in Headcount, +4% in SSH compared to first day of Fall 2021
- Integrated **Marketing Campaign** (social, digital, print, and web)
- 90+ **Community Events** and hosted 120+ events
- **Application Completion Efforts**
 - Recruiter Calls to incomplete applicants
 - Personalized emails
 - High School prospect fall application drive
 - 2,800+ Recruitment appointments
 - 1,500+ Enrollment Support appointments
 - Stop Out campaign

Future Enrollment

- High School recruitment events
 - Application Drive in October
 - Next Stop, SPC in the Spring
- Parent Webinar Series
- Request for Information workflow
- Texting option for Recruiters and Enrollment Specialists
- Low-Income Zip Code recruitment strategy
- Non-Traditional recruitment strategy for spring enrollment
- Baccalaureate showcase webinar

Retention Strategies

- ▶ ASSOCIATION OF COLLEGE AND UNIVERSITY EDUCATORS CERTIFICATION FOR FACULTY
- ▶ FACULTY TRAINING - CULTURALLY RELEVANT PEDAGOGY
- ▶ FACULTY BOOK CLUB - *Creating the Path to Success in the Classroom: Teaching to Close the Graduation Gap for Minority, First-Generation, and Academically Unprepared Student*
- ▶ ONEGOAL
- ▶ INCOMPLETE GRADE POLICY
- ▶ MIDTERM PROGRESS REPORTS
- ▶ COMPLETION DAYS
- ▶ GATEWAY MATH/ENC MOMENTUM
- ▶ COURSE REVIEW PROCESS
- ▶ FIRST YEAR ACADEMIC EXPERIENCE & PEER MENTORING
- ▶ AA MALE - BROTHER TO BROTHER, FAAME
- ▶ UNDERGRADUATE RESEARCH SYMPOSIUM
- ▶ SUMMER INSTITUTE ON HIGH IMPACT PRACTICES
- ▶ DISCIPLINARY CURRICULUM AND ENGAGEMENT PROJECTS
- ▶ TITAN HUB
- ▶ EXPERIENTIAL LEARNING INITIATIVE
- ▶ 2ND WEEK STUDENT WELFARE CHECK
- ▶ EQUITY DIVERSITY AND INCLUSION - *YOU BELONG* CAMPAIGN
- ▶ ONLINE ENC 1101 PROJECT
- ▶ FIRST TO FINISH (1ST GEN)

Questions ?



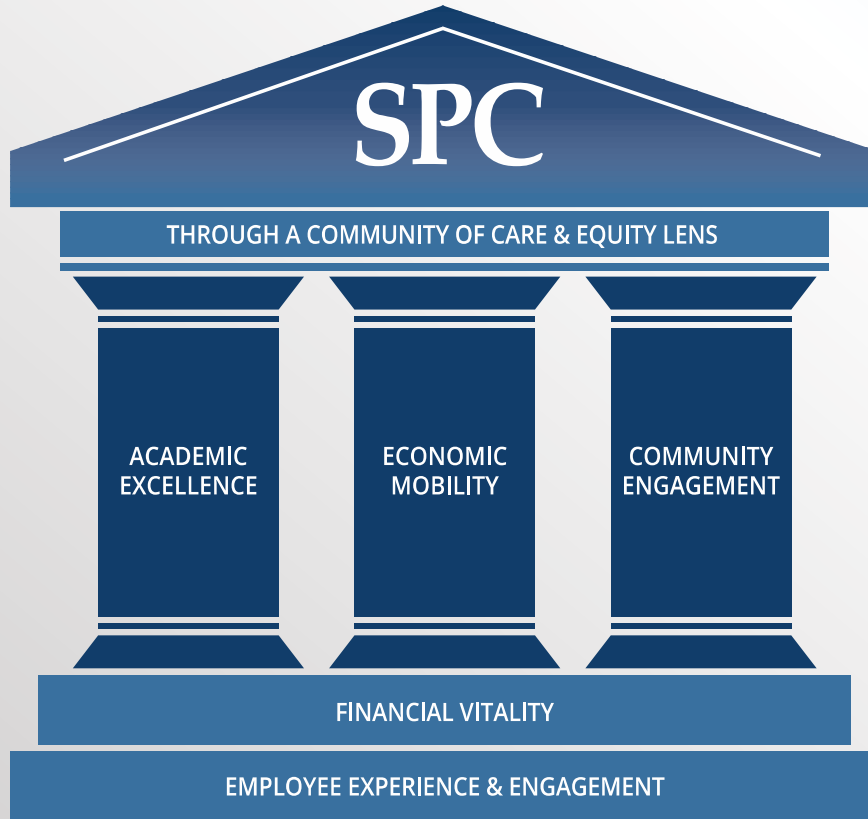
SPC St. Petersburg
College

Innovating Our Future 2024

Educate • *Empower* • *Engage*

BOT Meeting September 2022





MISSION STATEMENT

The mission of St. Petersburg College is to empower our students and community to achieve success and economic mobility through academic excellence and engagement.

VISION STATEMENT

A premier college enriching and strengthening lives through a community of care.

VALUES

Student Success | Equity | Integrity
Community Focus | Growth & Empowerment
Communication

OUR COMMITMENT

- **WE ARE** innovative and engaged in improving the learning environment within a supportive, collegial culture. We have the responsibility to create conditions for all to succeed.
- **WE CREATE** opportunities for our students to be prepared for high-wage, high-need careers and professional growth. We recognize that equality of opportunity does not equate to equality of outcome.
- **WE INVEST** in the well-being and growth of our community and cultivating a culture of care for our employees and those we serve.



Annual Accountability Dashboard

Academic Excellence

Close Black Retention Gap to 5%

YEARS	ALL SPC	BLACK	GAP
F19-F20	64.1%	57.1%	-7.0%
F20-F21	65.2%	59.0%	-6.2%
F21-F22	64.1%	58.1%	-6.0%
F22-F23	%	%	%
F23-F24	%	%	%

Close 150% Grad Rate Gap to 2%

YEARS	NATION	SPC	GAP
2018-19	28.2%	24.4%	-3.4%
2019-20	29.3%	23.1%	-6.2%
2020-21	30.8%	24.8%	-6.-%
2021-22	%	23.1%	%

Note: Nation 2-year FTFT / SPC First Time FT and PT

Close Success Gap to 8% 2021-22

ALL	79.6%	
BLACK	68.5%	-11.1%↓
HISPANIC	78.1%	-0.5%↑
WHITE	82.0%	2.4%↓
20-21	+0.7%	21-22 +0.1%

Community Engagement

Community and Civic Engagement Goal: \$1M Volunteer Economic Impact - 2021-22

105 # of CEL classes	51,436 Hours	\$1,530,410 Economic Impact
↑ 11	↑ 22,646	↑ \$798,275

Employee Engagement and Experience

Goal: Time to Fill Vacancies <45 weekdays

F19-F20	70.0
F20-F21	67.6
F21-F22	67.9
F22-F23	
F23-F24	

Goal: Increase Employee Training Hours (15 hrs each)

F19-F20	0
F20-F21	1.2
F21-F22	13.4
F22-F23	
F23-F24	

Goal: First Year Turnover <10%

F19-F20	22.5%
F20-F21	21.6%
F21-F22	11.3%
F22-F23	
F23-F24	

Economic Mobility

2025 Goal: 60% Pinellas Degree Attainment

2019	51.9%
2020	N/A COVID
2021	%
2022	%



Goal: Top 4 in FCS

85%
Job &
Continuing
Ed Placement
2018-19

Ranking:
18
of
28
FCS

19-20 -5% Rank ↓ 11

Financial Vitality

Goal: Primary Reserve Ratio >40%

2020-21	51.0%
2021-22	64.6%*
2022-23	
2023-24	

- First Annual Accountability Update – Fall 2022
- Board Champion Committee Meetings – October and March

ACADEMIC EXCELLENCE

Closing achievement gaps through excellence in teaching and ensuring students are learning.



Support Faculty
for Student
Success

Embed High Impact Teaching
and Learning Practices

Elevate Equity-Mindedness and
Engagement in the Classroom



Foster Student
Progression,
Completion and
Transition

Strengthen Holistic Support Services

Build Clear Educational Pathways



ACADEMIC EXCELLENCE 2021-22 Updates

Closing achievement gaps through excellence in teaching and ensuring students are learning.



Support Faculty
for Student
Success



Foster Student
Progression,
Completion and
Transition

Embed High Impact Teaching and Learning Practices

- Launch of a First Year Experience program
- 224 faculty/staff participated in training/discussion on HITs: collaborative labs, CETL's Teaching and Learning Conference and Summer Institute

Elevate Equity-Mindedness and Engagement in the Classroom

- 135 Faculty have completed training in inclusive and effective online teaching

Strengthen Holistic Support Services

- South county Titan Care Center opened merging student support resources into a one-stop model
- African American Male Initiative (AAMI) was expanded to include multiple cohorts including FAAME, Brother and Brother and PITCH supporting 150 students
- African American Female Initiative established a mentoring program of more than 100 students and orientation specific for this demographic
- First to Finished hosted 7 events to build community among first generation students and established a First-Generation honor cord for graduates handing out over 300 cords

Build Clear Educational Pathways

- Added Amazon AWS Cloud Computing (approved for open door grant scholarships); SPC is now an approved Amazon Academy
- Live integration of workforce registration system to SPC's PeopleSoft system
- 28 AS programs aligned to the State's general education requirements



ECONOMIC MOBILITY

Preparing students for in-demand careers and driving economic growth in the community.



Prepare Students For the Workforce

Strengthen Corporate Partnerships

Assess and Align Programs to Workforce Needs

Improve Equitable Access and Transition to College

Enhance Job Placement and Workforce Readiness

ECONOMIC MOBILITY 2021-22 Updates

Preparing students for in-demand careers and driving economic growth in the community.



Prepare Students For the Workforce

- Provided **Recruitment and Enrollment Support** appointments (since 1/22).
- 2,700+ Recruitment appointments = 47% application conversion rate.
- 1,500+ Enrollment Support appointments = 53% enrollment conversion rate
- Created **Ambassadors cards for Spanish speakers** to provide a direct link to our Spanish speaking recruiter
- Launching **“Why SPC”** and **“How to Become a Titan”** webinar in Spanish starting in September.
- Implemented our **Low-Income Zip Code Recruitment Plan** targeting 5 Low Income Zip Codes in Pinellas County
- 40+ events in low-income zip codes since May 2022 with 2,800+ participants
- Successfully implemented our **High School Recruitment Plan**
- 6 High Schools had 80% + of their graduates complete a SPC application
 - Pinellas Park High School (Low Income Zip Code High School) had 99.4% of their graduates apply to SPC. This is a 31.5% increase from last year
- Created **Business Relationship Manager** role providing concierge services to businesses – 148 new corporate connections since March
- Created **21 new articulated pathways** that apply certifications toward a degree
- Student affairs, Workforce, Academic teams working together on **new, streamlined process for job**, internship, and apprenticeship placements and workforce readiness, in addition to implementing a new case management and tracking system

COMMUNITY ENGAGEMENT

Serving as a catalyst for positive change in our community through key partnerships, civic engagement, and service learning.



Increase Engagement Opportunities for Community Impact

Leverage Community and Corporate Partnerships

Branding SPC as a Convener and Thought Leader for Community Improvement

COMMUNITY ENGAGEMENT 2021-22 Updates

Serving as a catalyst for positive change in our community through key partnerships, civic engagement, and service learning.



Integrate
Community & Civic
Engagement

- **Increased Civic Engagement Opportunities** through diverse outreach. *Example: #SPCVoteReady, ISPS events*
- Increased economic value to community by way of 17,187 logged hours contributed by faculty, staff, and students.
- Economic impact of outreach exceeds \$500,000
- Leverage Community Partnerships to **increase student representation in organizations** serving as professional development. *Example: Metro Inclusive student volunteer evolves into paid position as coordinator for services.*
- **Branded SPC** as a Convener & Thought Leader for Community Improvement *Example: Seminole Campus & Collaborative Labs hosts City of Seminole strategic plan development, FLDOE.*
- Integrating **Community Engagement in Collegiate High School** experience on all three campuses. *Example: 9/11 Day of Service, MLK Day of Service and service commitments on their academic calendar increasing the Collegiate students reach.*
- Developed & launched **Community Engaged Learning** training for all faculty. *Example: MyCourses CEL Module*
- Contributed to the development & launch of **Titan Connect's co-curricular transcript** function. *Example: Students will have portability in demonstrating their community leadership in addition to their academic excellence.*

EMPLOYEE ENGAGEMENT & EXPERIENCE

Building an inclusive culture of care and sense of belonging to strengthen employee engagement, productivity, and growth.



Strengthen Employee Involvement

Promote Employee Equity, Growth and Creativity

Improve Communication and Inclusion



EEE 2021-22 Updates

Building an inclusive culture of care and sense of belonging to strengthen employee engagement, productivity, and growth.



Strengthen Employee Involvement

- Created 10 Employee Resource Groups
- Launched the “You Belong. . .at SPC” campaign

Promote Employee Equity, Growth and Creativity

- Hosted multiple speaker sessions targeting Diversity & Inclusion
- Implemented Supervisor Training
- Completed Compensation & Classification Study

Improve Communication and Inclusion

- Developed college-wide communications plan – in review
- Created the Communications Committee



FINANCIAL VITALITY

Delivering the strategic vision using financially sustainable and entrepreneurial practices while maintaining affordability for students.



Reinforce
Transparent and
Sound Financial
Model

Budget to Strategic Plan Priorities

Utilize Entrepreneurial Practices Informed by Data

Optimize Property and Technology Assets



FINANCIAL VITALITY

Delivering the strategic vision using financially sustainable and entrepreneurial practices while maintaining affordability for students.



Reinforce
Transparent and
Sound Financial
Model

- Developed **Budget vs Actual Functional allocation dashboard**
- **Real Estate Strategic Master planning** assessment completed
- **Foundation donor contribution** increased from \$2.8 M to \$4.8 M
- Vendors diversity event **Philanthropic Initiative plan** created
- Identified **2020-21 KPI ratios**
- Defined SPC's current overall **financial viability indicators**
- Developed a **three-year financial plan**

Annual Accountability Dashboard

Academic Excellence

Close Black Retention Gap to 5%

YEARS	ALL SPC	BLACK	GAP
F19-F20	64.1%	57.1%	-7.0%
F20-F21	65.2%	59.0%	-6.2%
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F23-F24	%	%	%

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Note: Nation 2-year FTFT / SPC First Time FT and PT

Close Success Gap to 8% 2021-22

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20-21	+0.7%	21-22 +0.1%

Community Engagement

Community and Civic Engagement
Goal: \$1M Volunteer Economic Impact - 2021-22

105 # of CEL classes	51,436 Hours	\$1,530,410 Economic Impact
↑ 11	↑ 22,646	↑ \$798,275

Employee Engagement and Experience

Goal: Time to Fill
Vacancies <45
weekdays

F19-F20	70.0
F20-F21	67.6
F21-F22	67.9
F22-F23	
F23-F24	

Goal: Increase
Employee Training
Hours (15 hrs each)

F19-F20	0
F20-F21	1.2
F21-F22	13.4
F22-F23	
F23-F24	

Goal: First Year
Turnover <10%

F19-F20	22.5%
F20-F21	21.6%
F21-F22	11.3%
F22-F23	
F23-F24	

Economic Mobility

2025 Goal:
60% Pinellas
Degree Attainment

2019	51.9%
2020	N/A COVID
2021	%
2022	%



Goal: Top 4 in FCS

85%
Job &
Continuing
Ed Placement
2018-19

Ranking:
18
of
28
FCS

19-20 -5% Rank ↓ 11

Financial Vitality

Goal: Primary
Reserve Ratio >40%

2020-21	51.0%
2021-22	64.6%*
2022-23	
2023-24	

- First Annual Accountability Update – Fall 2022
- Board Champion Committee Meetings – October and March

BY FOCUSING ON:

- Closing Achievement Gaps
- Increasing Attainment
- Increasing Job Placement



WE WILL ACHIEVE:

- Becoming a strong candidate for the Aspen Prize
- Achieving Recognition for Community Engagement
- Being Nationally Recognized for Closing Achievement Gaps
- Becoming the #1 Workforce Institution

Aspen Prize Updates

	Performance				
	First-Year Retention Rate	Three-Year Graduation and Transfer Rate (First-time, full-time students)	Eight-Year, Full-time Completion Outcomes	Completers per 100 FTE Students	Eight-year, Part-Time Completion Outcomes
2026 Cohort Data (2022 completion data, 2019 and 2014 start years) estimates					
St. Petersburg College	Fall 2022	Summer 2023	Spring 2023	Fall 2023	Spring 2023
National Average	Fall 2023	Fall 2023	Fall 2023	N/A	Fall 2023
2025 Cohort Data (2021 completion data, 2018 and 2013 start years) estimates					
St. Petersburg College	60.9%	46.0%	47.5%	51.0%	29.5%
National Average	Fall 2022	Fall 2022	Fall 2022	Fall 2022	Fall 2022
2024 Cohort Data (2020 completion data, 2017 and 2012 start years) estimates					
St. Petersburg College	60.5%	39.9%	44.2%	44.0%	26.7%
National Average	53.5%	46.0%	36.5%	N/A	22.4%
2023 Cohort Data (2019 completion data, 2016 and 2011 start years) for Aspen Prize					
St. Petersburg College	58.8%	42.6%	43.3%	58.3%	27.0%
Top 150	62.0%	46.1%	54.3%	49.4%	31.1%
National Average	54.7%	45.2%	34.2%	42.5%	21.8%
2021 Cohort Data (2017 completion data, 2014 start year) for Aspen Prize 2019					
St. Petersburg College	54%	39%	NA	55%	NA
Top 150	60%	52%	NA	51%	NA
National Average	54%	42%	NA	41%	NA



Questions?



Titan Care Centers



Dr. Misty Kemp
Executive Director, Retention Services

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

September 2022

Titan Care Center Team

Bridges to Baccalaureate (TBB2B): **Marika Patterson**

Brother to Brother (B2B)/FAAME: **Antonio Seay**

Centers of Excellence (COEE): **Nikki Wright**

Child Care Access Means Parents In School (CCAMPIS): **Kelly Fried**

College Reach-Out Program (CROP): **Keisha Blue**

Providing Instructions for Tomorrow's Collegians & Hires (PITCH): **Antonio Seay**

Road to Independence, Success, and Excellence (RISE): **Althea Blake**

Student Mental Health and Wellness: **Shanya Turner**

Student Support Services (SSS) & Summer of Success (SOS):
George Carbart

Titans-UP: **April Ross**

Veterans Services: **Allison Shenofsky**

Women on the Way: **Shirley Crumbley**



South County Project Manager: Nikki Wright

North County Project Manager: Deborah York

Administrative Support: Rita Ajazi



Titan Care Centers serve as one central location on each campus where students can go for all of their wrap-around services needs!

With over 74% of our students attending part-time, most are juggling work, school, families, and much more. We are here with resources to meet needs that might otherwise keep them from being successful.



Titan Care Centers

Services

- Back to School Supplies
- Child Care Vouchers
- Men's and Women's Clothing Closet
- Food Pantries
- Mental Health Counseling
- Pre-college support
- Technology Lending
- Textbook Lending

Programs

- Florida African American Male Experience
- Education Opportunity Centers
- Veterans Services
- Women on the Way
- Student Support Services
- Accessibility Services
- Titans UP
- RISE
- Tampa Bay Bridges to Baccalaureate
- Summer of Success



Titan Care Center Impact



2021-2022 Success Rates

77.1% Veterans

66.7% FAAME

77.8% WOW



Child Care
Vouchers

60%

2019-2022

4,281

Students
Served
Spring - Fall
2022

100 lbs. Food Donated Spring Training

4 Refrigerators Purchased Foundation Support

121 Students Accessed Assistive Technology Lab

191 Students Received DCF and Homeless Waivers

422 Students Accessed Mental Health Counseling

Thanks to our Partners!

Partners

- Verizon
- Fifth Third Bank
- Suncoast Credit Union
- Pinellas Education Foundation
- Boys and Girls Club of the Suncoast
- Directions for Living
- Metro Inclusive Health
- St. Pete Free Clinic
- 2-1-1
- Foundation for a Healthy St. Pete
- NAMI Pinellas
- Community Foundation of Tampa Bay/LEAP Tampa Bay
- HELIOS Foundation
- Farm Share
- Hope Villages of America
- Division of Blind Services
- Mantra Tele-Mental Health Services
- Veteran's Administration




Questions?

ST. PETERSBURG COLLEGE

September 20, 2022

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D. President 

SUBJECT: Credit Curriculum

The following is a summary of credit curriculum changes for which approval is sought for Spring 2023 (Term 0615).

**Credit Curriculum Updates for Spring 2023 (0615)
Summary of Curriculum Activity in Programs and Courses**

NEW/DELETED/MODIFIED PROGRAMS:

<i>Career & Academic Community</i>	<i>New</i>	<i>Modified</i>	<i>Transfer</i>	<i>Deleted</i>	<i>Total</i>
Arts, Humanities, and Design					0
Business					0
Communications					0
Education				2	2
Engineering, Manufacturing, and Building Arts					0
Health Sciences and Veterinary Technology		1			1
Public Safety, Public Policy, and Legal Studies					0
Science and Mathematics					0
Social/Behavioral Sciences and Human Services					0
Technology					0
Total	0	1	0	2	3

NEW/DELETED/MODIFIED COURSES:

<i>Career & Academic Community</i>	<i>New</i>	<i>Modified</i>	<i>Revitalized</i>	<i>Deleted</i>	<i>Total</i>
Arts, Humanities, and Design		1			1
Business		1			1
Communications				1	1
Effective Spring 2023 (0615)		1			

Education		5			5
Engineering, Manufacturing, and Building Arts					0
Health Sciences and Veterinary Technology	4				4
Public Safety, Public Policy, and Legal Studies					0
Science and Mathematics		2			2
Social/Behavioral Sciences and Human Services	2				2
Technology					0
Total	6	9	0	1	16

Program & Course Updates Effective Spring 2023 (0615)

Note: Deactivated courses and programs follow a five-year (15 session) teach-out period in compliance with SPC Board Rule (P6Hx23-4.24). A program may be closed prior to five years if the teach-out has been completed and there are no actively enrolled students.

ARTS, HUMANITIES, AND DESIGN

Program Updates:

Program Code	Program Name	Degree Type	Proposal Type	Justification
GEN-AA	Associate in Arts Degree	Associate in Arts Degree	Program Major Modification	MUL 1010 will meet Enhanced World View (EWV) requirement beginning in Spring 2023 (0615). Adding MUL 1010 to the EWV course list.
GEN-AS	General	Associate in Science	Program Major Modification	MUL 1010 will meet Enhanced World View (EWV) requirement beginning in Spring 2023 (0615). Adding MUL 1010 to the EWV course list.

Course Updates:

Course Prefix	Course Number	Course Title	Rationale
MUL	1010	Music Appreciation	MUL 1010 will meet Enhanced World View requirement beginning in Spring 2023 (0615). Editing course description to add note that this course meets SPC Humanities Gen Ed Core and now also meets EWV.

BUSINESS

Course Updates:

Course Prefix	Course Number	Course Title	Rationale
MAN	3504	Operations Management	MLOs and description are being updated since the course has not been updated in over 12 years. Just completed the Rapid Refresh. Aligning C&I and MyCourses Syllabus and Course Content.

COMMUNICATIONS

Course Deactivations:

Course Prefix	Course Number	Course Title	Rationale
ENC	0055	Writing Improvement: My Bridge to Success	Course no longer taught, deactivation effective term Spring 2023 (0615)

EDUCATION

Program Deactivations:

Program Code	Program Name	Degree Type	Proposal Type	Justification
CHDEV-AS	Early Childhood Education	Associate in Science	Program Deactivation	Program closing due to not meeting FTE standards. Last admit term Fall 2022 (0610). (appeared on BOT memo 8/2022)
MGMED-BS	Middle Grades Mathematics Education	Bachelor of Science	Program Deactivation	Program closing due to significant decline in enrollment. Identified by DOE as not meeting completion standards. SPC will continue to offer Secondary Math Education BS program. Last admit term: Fall 2022 (0610).

Course Updates:

Course Prefix	Course Number	Course Title	Rationale
MAE	3941	Interactive Teaching Methods for Middle School Mathematics Practicum	The course description, title, and MLOs are being changed to update the course so that it is reflective of current standards and best practices.
MAE	4942	Instructional Methods in Secondary Mathematics with Technology Practicum	The course description, title, and MLOs are being changed to update the course so that it is reflective of current standards and best practices.
EDF	3214	Student Development and Learning Principles K-12	The course description, title, and MLOs are being changed to update the course so that it is reflective of current standards and best practices.
EDF	4632	Sociology of Education	The course description, title, and MLOs are being changed to update the course so that it is reflective of current standards and best practices.
EDF	4810	Comparative and International Education	The course description, title, and MLOs are being changed to update the course so that it is reflective of current standards and best practices.

HEALTH SCIENCES AND VETERINARY TECHNOLOGY

Program Updates:

Program Code	Program Name	Degree Type	Justification
NURSE-AS	Nursing (R.N.)	Associate in Science	STA 2023 is a designated support course for the program which satisfies the General Education Math core requirement as well as

Effective Spring 2023 (0615)

being a State Mandated Prerequisite. Additional SMP STA courses, not offered at SPC but potentially transferred in, were noted as optional substitutes for STA 2023. Effective in Fall 2022 (0610), all AS students must complete a Gen Ed Math core course; STA 2023 satisfies this, however, the other SMP options are not on the state's core list and needed to be removed as alternatives.

New Courses:

Course Prefix	Course Number	Course Title	Rationale
STS	2944C	Surgical Technology Clinic I	This course was developed as part of the new Surgical Services AS program in collaboration with BayCare.
STS	2324	Surgical Procedures II	This course was developed as part of the new Surgical Services AS program in collaboration with BayCare.
STS	2324L	Surgical Procedures II Lab	This course was developed as part of the new Surgical Services AS program in collaboration with BayCare.
STS	2365	Professional Skills for the OR Team	This course was developed as part of the new Surgical Services AS program in collaboration with BayCare.

SCIENCE AND MATHEMATICS

Course Updates:

Course Prefix	Course Number	Course Title	Rationale
BSC	3932	Scientific Communication	The course needs to be updated to reflect new forms of scientific communication.
MAS	2103	Linear Algebra	This course is being reactivated and will be offered as need under an independent study structure.

SOCIAL/BEHAVIORAL SCIENCES AND HUMAN SERVICES

New Courses:

Course Prefix	Course Number	Course Title	Rationale
HUS	3601	Human Services Delivery Systems	This course is being developed as part of the new Human Services BS program.
HUS	3354	Child and Family Welfare	This course is being developed as part of the new Human Services Program.

September 20, 2022

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: Juvenile Welfare Board – Early Childhood Education Grant

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to the Juvenile Welfare Board by St. Petersburg College for the Early Childhood Education Grant. Permission is also sought to accept an estimated \$87,595 in funding over a one-year period for this proposal, if awarded, and enter into any amendments, extensions or agreements as necessary, within the original intent and purpose of the grant.

SPC will advance the important work of the Early Childhood College of Education through the JWB's support of a new Academic Support Specialist position that will both recruit and retain students for the department. This part-time position will build a culture of care for all students, including those from diverse backgrounds and abilities by working with SPC staff to develop strategies and interventions that foster an environment of student belonging and engagement.

The Support Specialist position will assist the department with student-centered activities, including providing scholarship recipient support and tracking, holding weekly meetings to assess student needs, and conducting outreach visits to both childcare centers and schools such as The Pinellas Technical College and Pinellas County high schools that offer childcare programs. The position will host community information sessions to recruit students and to build deeper community connections. Finally, the position will work with faculty to design and implement individual, group and online tutoring sessions for students.

The estimated period of performance will be from October 1, 2022 through June 30, 2023. The total project budget is projected to be \$87,595 over an eight-month period, of which the College anticipates receiving the full amount.

Matthew Liao-Troth, Vice President, Academic Affairs; Mia Conza, General Counsel; and Kimberly Hartman, Dean, College of Education, recommend approval.

Attachment

gms090622

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

Date of BOT Meeting: September 20, 2022

Funding Agency or Organization: Juvenile Welfare Board

Name of Competition/Project: Early Childhood Education Grant

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 10/1/22 **End:** 6/30/23

Administrator: Dr. Matthew Liao-Troth

Manager: Dr. Kimberly Hartman

Focus of Proposal:

The Juvenile Welfare Board’s strategic vision is to ensure that all Pinellas County children will have equitable opportunity to fulfill their potential and achieve meaningful and purposeful lives as a result of their efforts. Guided by JWB’s five principles valuing every child, embracing collaboration, being accountable and results-driven, pursuing innovation and valuing equity, diversity, and inclusion, SPC will advance the important work of the Early Childhood College of Education department through funded support of a new Academic Support Specialist position.

This part-time position will work with students from diverse educational, cultural and social backgrounds and varying abilities to foster an environment of student belonging. They will be a community connector by providing presentations on Early Childhood education programs and share college-wide learning resources to the local community. The specialist will also connect with community early childhood care and education sites, the JWB Board and with SPC students to ensure open communication and a focus on student success and community engagement. They will also work with early childhood educators by designing and implementing academic support programs, including individual, group and online tutoring.

The initiative will focus on three activities: 1) Expanding SPC engagement with the external Early Childhood education community; 2) Supporting early childhood student learning and retention through new academic supports; and 3) Recruiting a more culturally diverse student demographic for the Early Childhood College of Education department.

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	\$ 38,625
Fringe	\$ 20,336
Travel and Professional Development	\$ 3,000
Marketing and Printing	\$ 1,200

Equipment	\$ 3,232
Indirect Costs	\$ 21,202
Total Budget	\$ 87,595

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)	\$ 87,595
Total amount from funder:	\$ 87,595

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

College Values, Strategic Initiatives and Activities Addressed:

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

September 20, 2022

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: Florida Department of Education—Tampa Bay Consortium College Reach Out Program

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to the Florida Department of Education by St. Petersburg College for the Tampa Bay Consortium College Reach Out Program (CROP). Permission is sought to accept an estimated \$258,152.23 in funding over a one-year period for this proposal, if awarded, and enter into any amendments, extensions or agreements as necessary, within the original intent and purpose of the grant.

The purpose of the College Reach-Out Program is to increase the college access and retention of low-income and educationally disadvantaged students in grade six through grade 12. As a regional initiative, the CROP Tampa Bay Consortium (TBC), led by SPC, provides support and academic services to approximately 400 low income, educationally disadvantaged students in grades 6-12 across Tampa Bay, reaching 22 middle schools and 36 high schools in four counties. CROP's goal is to increase the number of students, particularly minorities and low-income students, who will qualify for and complete postsecondary education. Now in its 29th year, TBC consists of SPC, University of South Florida, Hillsborough Community College and State College of Florida, Manatee-Sarasota. St. Petersburg College serves as the fiscal and tracking agent for the Consortium and oversees the entire funding awarded to the Consortium.

The estimated period of performance is from September 1, 2022 through August 31, 2023. The total project budget is projected to be \$258,152.23 over a one-year period. Of this amount, the College anticipates receiving approximately \$65,334.44 for its services over this same period. See attached Information Summary for additional information.

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

Attachment

gms090622

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

Date of BOT Meeting: September 20, 2022

Funding Agency or Organization: Florida Department of Education

Name of Competition/Project: Tampa Bay Consortium College Reach Out Program (CROP)

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 9/1/22 **End:** 8/31/23

Administrator: Misty Kemp

Manager: Keisha Blue

Focus of Proposal:

The College Reach Out Program Tampa Bay Consortium (TBC) provides academic support services and enrichment programs to middle and high school students who have the potential to complete college but may not have the skills and/or knowledge necessary to do so without additional support. Even before the COVID-19 pandemic, school data across the four counties in the TBC service area indicated a need for high levels of support for students and families at the lower end of the economic spectrum, particularly for minority students. Reports show that the pandemic has exacerbated that need for many low-income and minority students and widened achievement gaps. The goal of the TBC is to increase the number of low-income, educationally disadvantaged students in grades six through 12 who enter and successfully complete postsecondary education by increasing academic preparedness and college readiness. The consortium approach allows partner institutions to share best practices and resources in serving students.

The program serves approximately 400 students through year-round, supplemental academic instruction and enrichment activities. The program engages both parents and students to increase participation and engagement. Activities include: summer enrichment programs and a summer residential program at USF; student and parent workshops on topics pertinent to post-secondary enrollment such as financial aid and course selection and sequencing; supportive student services, including one-on-one mentoring; and educational activities such as college tours and cultural outings. Funding supports personnel, travel to educational outings, educational and office materials, printing and supplies for events.

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	\$ 30,068.00
Fringe	\$ 4,307.50

Travel	\$ 21,150.00
Printing	\$ 400.00
Office materials	\$ 1,500.00
Contract services	\$ 3,600.00
Supplies and Instructional materials	\$ 4,308.94
Contractual (Consortium Partners)	<u>\$ 192,817.79</u>
Total Budget	\$ 258,152.23

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)	\$ 815,734.17
Total amount from funder:	\$ 258,172.23 (SPC's Portion - \$65,334.44)

Amount/value of match:	Cash: \$400,614.17 (SPC's Contribution - \$94,542)
	In-kind: \$120,518.77 (SPC's Contribution - \$1,158)
	Other Funding Sources: \$ 36,429.00 (SPC's Contribution - \$ 0)

Required match or cost sharing:	No	Yes	X
Voluntary match or cost sharing:	No	Yes	X
Source of match/cost sharing:	Staff and program funds, room and facility usage		
Negotiated indirect cost:	N/A		
(Fixed) administrative fee:	N/A		
Software/materials:	N/A		
Equipment:	N/A		
Services:	N/A		
Staff Training:	N/A		
FTE:	N/A		
Other:	N/A		

College Values, Strategic Initiatives and Activities Addressed:

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

September 20, 2022

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: Strada Education Network — Tampa Bay Education to Employment Connection (TBEEC) Grant

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to the Strada Education Network, by St. Petersburg College for the Tampa Bay Education to Employment Connection Grant. Permission is also sought to accept an estimated \$400,000 in funding over a two-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 Strada Education Network is seeking to support community colleges and their local employer partners innovating to meet regional workforce needs, boost employment and earnings outcomes for students, and drive enrollment for community colleges. Strada will support partnerships that lead to measurable student outcomes focused on employment, economic stability, and fulfillment of purpose. This TBEEC grant supplements the current one-million-dollar Bank of America Talent Connections of Tampa Bay job placement grant, whose goal is to job place 500 students into the high paying economic sectors of Financial and Professional services and Computer and Information Technology.

The TBEEC grant will support these efforts by primarily deploying the infrastructure needed to align and streamline employer needs and student interests through a new database system that will allow SPC to track job placement, enhance communications between employers, faculty, students and support staff in order to expedite and streamline internship and job placement. All graduating students in these fields are eligible for concierge-style placement services, with a focus on students of color and low-income students. Additionally, manufacturing will be an added economic sector.

The estimated period of performance will be from November 1, 2022 through December 31, 2024. The total project budget is projected to be \$400,000 over a two-year period. See attached Information Summary for additional information.

Jackie Skryd, Vice President, Workforce Development and Corporate Partnerships; Mia Conza, General Counsel; and Belinthia Berry, Director of Workforce Development, recommend approval.

Attachment

gms090622

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

Date of BOT Meeting: September 20, 2022

Funding Agency or Organization: Strada Education Network

Name of Competition/Project: Tampa Bay Education to Employment Connection (TBEEC)

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 11/1/2022 **End:** 12/31/2024

Administrator: Belinthia Berry

Manager: Sondra Seiter

Focus of Proposal:

SPC is submitting a proposal to the Strada Education Network (SEN), a national social impact organization devoted to research, philanthropy, and solutions that align education and careers. SEN's *4 Million Employer and Community College Partner Challenge* intends to connect community colleges and employers to meet unprecedented workforce needs especially as the country experiences dramatic job turnover, economic uncertainty, and significant postsecondary enrollment declines. The Partner Challenge will support innovative partnerships that offer a new approach or process between employers and community colleges that meet regional workforce needs, boost employment and earnings outcomes for students, and drive enrollment for community colleges.

Leveraging the successful Bank of America grant which utilizes a concierge-style approach to job placement service for students in the high-paying and high-demand economic sectors of financial and professional services, and computer and information technology, the Strada proposal will expand to include the manufacturing industry. The TBEEC will also continue to focus on students of color and those facing financial needs. With a goal of placing 500 students into these fields, the College projects that 50% of students placed will be minority students, in alignment with its current student body representation and the pipeline of students enrolled in these programs, including short-term certification programs.

The TBEEC proposal will primarily support the central alignment of employers and job placement through two new staff and a new software system that better connects students with employers with job search and application tools and offers enhanced communications between employer, faculty, students and staff. Dialogue, including students and staff, with the purpose of improving internship and job placement processes will also contribute to the program's success.

Budget for Proposal

(Over two years)

Personnel	\$ 223,930
Travel	\$ 9252
Equipment	\$ 6,464
Training Materials	\$ 8,200
Marketing	\$ 12,000
Database System	\$ 80,676
Co-lab Facilitation	\$ 8,400
Indirect	\$ 51,078
Total Budget	\$ 400,000

Funding:

Total proposal budget: (includes amount requested from funder, cash and other funding listed below)	\$ 400,000
Total amount from funder:	\$ 400,000
Amount/value of match:	Cash: N/A In-kind: N/A


Required match or cost sharing:	No <input checked="" type="checkbox"/> Yes
Voluntary match or cost sharing:	No <input checked="" type="checkbox"/> Yes
Source of match/cost sharing:	N/A
Negotiated indirect cost:	15%
(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. Growth and Empowerment 3. Equity
Strategic Initiative(s):	1. Academic Excellence 2. Economic Mobility 3. African American Male Initiative

September 20, 2022

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: Tonjua Williams, Ph.D., President 
SUBJECT: CareerSource Florida, Inc.–Quick Response Training Grant – MSP Industries, LLC

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to CareerSource Florida, Inc., by St. Petersburg College for the Quick Response Training (QRT) grant opportunity on behalf of MSP Industries, LLC. Permission is sought to accept an estimated \$751,000 in funding over a one-year period for this proposal, if awarded, and enter into any amendments, extensions or agreements as necessary, within the original intent and purpose of the grant.

Quick Response Training (QRT) grants provide funding for customized training to new or expanding businesses. Through this customer-driven program, Florida is able to effectively retain and attract businesses creating new high-quality jobs in targeted industries. Businesses are required to apply for QRT grants through a community college, area technical center or state university, in partnership with the local economic development organization and workforce board.

Headquartered out of Clearwater, Florida, MSP Industries is a leading producer of precision machine components for customers across the automotive, HVAC, defense, aerospace, medical and manufacturing industries. MSP Industries currently employs 125 workers and is expecting growth of 10% this year. The QRT grant will assist in training its new employees to meeting the changes in industry operations, advances in technology, and the increased demand for service. SPC Workforce, Community and Corporate Partnerships will provide consulting and fiscal agent services to MSP Industries over the one-year program. SPC will also be able to provide potential training and consulting services outside of the grant at the full corporate training fee.

The estimated period of performance will be from September 1, 2022 through August 31, 2023. The total project budget is projected to be \$751,000 over a one-year period. Of this amount, the College anticipates receiving approximately \$37,550 (5%) for its services over the same period. See attached Information Summary for additional information.

Dr. Jacqueline Skryd, Vice President, Workforce Development and Corporate Partnerships; and Mia Conza, General Counsel, recommend approval.

Attachment

js09080221

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

Date of BOT Meeting: September 20, 2022

Funding Agency or Organization: CareerSource Florida, Inc.

Name of Competition/Project: Quick Response Training (QRT) – MSP Industries, LLC

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 9/1/22 **End:** 8/31/23

Administrator: Jackie Skryd

Manager: TBD

Focus of Proposal:

St. Petersburg College’s Workforce, Community and Corporate Partnerships will serve as the fiscal agent for MSP Industries LLC in the implementation of the Quick Response Training (QRT) Program. With a shift in industry operations, advances in technology, and the increased demand for service, there is an urgent need for MSP Industries to advance the skills of its manufacturing workforce. MSP Industries currently employs 125 workers and is expecting growth of 10% by year end. MSP Industries will use the grant funds towards training the workforce in the precision machined components industry to improve the skills, knowledge, and abilities of those seeking careers in this industry, as well as those looking for advancement opportunities. Over the one-year duration of the grant, SPC will receive approximately 5% of the grant request to cover administrative oversight. SPC will also be able to provide potential training and consulting services outside of the grant at the full corporate training fee.

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.)

Subcontract to MSP Industries, LLC	\$ 713,450.00
Indirect Costs (5%)	<u>\$ 37,550.00</u>
Total Budget	\$ 751,000.00

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)	\$751,000.00
Total amount from funder:	\$751,000.00
Amount/value of match:	Cash: N/A
	In-kind: N/A

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

College Values, Strategic Initiatives and Activities Addressed:

Values:

1. Community Focus
2. Growth & Empowerment


Strategic Initiatives:

1. Economic Mobility

September 20, 2022

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: Microsoft Campus Agreement Amendment – Students, Staff, Faculty & Administrative

Approval is sought for an Amendment to the three-year Microsoft Campus Agreement to increase the total expenditure associated with the Agreement to an amount not to exceed \$1,181,249.25. The Agreement provides for licensing of Microsoft software and services including Windows Operating System (OS), Office Suite, MS Azure Cloud Services and Office365 Email for all student, faculty and staff and other related Microsoft academic and administrative software and services.

Background: The Board previously approved a not to exceed amount of \$1,061,550 for the three-year Agreement, which ends August 31, 2023. This amount was determined based on a review of the College’s student, staff and faculty headcounts and use of Microsoft products and services.

The estimated first year agreement commitment was \$331,000, the estimated second year commitment was \$337,000, and the estimated third year commitment was \$343,000. In addition, a supplementary 5% per year in possible overage costs due to increased use of cloud services due to disaster planning and preparation were included in cost considerations. Further, the “not to exceed” amount was to cover potential changes to of the college’s student/staff/faculty user counts during the agreement term and changes to the count and type for other Microsoft administrative products such as Microsoft (MS) Teams Voice, MS Servers, MS Database Software and MS Azure cloud services.

The actual costs for this Agreement have been \$330,569.90 for year one; \$388,062.99 for year two, and are anticipated to be \$462,616.36 for year three. The increase in costs is a result of strategic adjustments and infrastructure shifts in response to the COVID-19 pandemic. These adjustments enhanced our ability to conduct remote work and to support business operations more reliably. Based on the foregoing, costs to the College through August 31, 2023 will not exceed \$1,181,249.25.


The college currently has an agreement to use Microsoft Office software on any college owned computer, including work at home rights for students, faculty and staff. The agreement will continue to allow our students to run the same software at home as used in college classrooms and computer labs.

Pat Rinard, Vice President Information Technology/CIO; John Goodfellow, Executive Director, IT Infrastructure; and Mia Conza, General Counsel, recommend approval.

September 20, 2022

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: Approval of Proposal – Refresh 2000 VDI (Virtual Desktop Infrastructure) endpoints for Instruction and Services –

Approval is sought to enter into an agreement with Dell Financial Services L.P. to lease 2,000 Dell thin-client endpoints to be deployed to all SPC campuses. The Agreement will commence on or about September 2022 and continue for 5 years. The total cost to the College for the Agreement will not exceed \$973,080.


The equipment replaced by this purchase will reduce ongoing licensing costs for the current solution and will improve performance, reliability, and the student experience.

- A lease duration of 5 years commencing on or about September 2022.
- The terms and conditions of the College's Master Lease Agreement with Dell Financial Services L.P. will apply.
- The total cost for the equipment is not to exceed \$973,080.
- The replacement of campus endpoint equipment is part of a planned technology refresh cycle.

Janette Hunt, Vice President, Finance and Business Operations; Patrick Rinard, Vice President Information Technology/CIO, Mia Conza, General Counsel, recommend approval.

September 20, 2022

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: Tonjua Williams, Ph.D., President 
SUBJECT: Workforce Incubator, TS Project #1707-N-22-5

Approval is requested for:

- 1.) Committee's ranking of CMs from RFQ Process and the ability to negotiate with a CM in order of rank to create a GMP for presentation/approval at the November BOT meeting**
- 2.) 100% Construction Drawing from Harvard & Jolly Architects, Inc.**

The Board of Trustees approved advertising for a CM at risk at the June 21, 2022, board meeting for the Workforce Incubator, TS Project #1707-N-22-5. An RFQ was created, and the project was advertised in accordance to Florida Statutes. A diversified committee reviewed the submitted bid packages from nine construction management firms and recommended four firms move forward to presentations. The top three firms were then ranked in order of preference as follows:

- 1.) Charles Perry Partners
- 2.) JE Dunn
- 3.) Gilbane Building Company

Approval is sought to negotiate for a GMP in order of ranking. The College will work with the successful CM, Harvard & Jolly Architects, and the Workforce Incubator, TS committee to present a GMP of approximately \$4.25 million at the BOT November meeting.

The College continues its commitment to its equity, diversity and inclusion initiative; therefore, the project supplier diversity goal includes a 25% participation rate to meet supplier diversity.


Approval is sought for 100% construction specifications and drawings created by Harvard & Jolly for the Workforce Incubator, TS project # 1707-N-22-5.

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

September 20, 2022

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: Selection of Design Firm for Professional Services for the Palladium Theatre Concert Hall Renovation.

Authorization is requested to approve the ranking as presented to proceed with contract negotiations with the #1 ranked firm.

Board of Trustees approval was received on March 22, 2022, to advertise for professional services for project 1707-Z-20-1, the Palladium Theatre Concert Hall Renovation. These services include, stage and seating design, acoustic and sound reinforcement design engineering, rigging, draping, and theatre technology consulting, HVAC design engineering, electrical and lighting design and consulting, and relevant engineering and architectural consulting.

The Legal Notice for architectural services appeared in the *Tampa Bay Times* on June 12th, June 19th, and June 26th. SPC received all bids for services on July 28, 2022.

On August 31, 2022, the selection committee made their final selections for the top 3 firms to be considered for Board of Trustees approval prior to starting contract negotiations with the #1 ranked firm listed below.

The Selection Committee recommends to the Board the following Architectural firms in ranked order:

1. ESa and JMA Architecture
2. Halflants + Pichette Architects
3. OTJ Architects

The College continues its commitment to its equity, diversity, and inclusion initiative; included is the importance of vendor/supplier diversity. The selection committee followed these College processes during the review process. These processes will continue to be followed during the contract negotiation period, design project phase, and construction phase.

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

September 20, 2022

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: Lease Agreement with the Department of Education, Vocational Rehabilitation.

Authorization is requested to allow the President to act on the behalf of the Board of Trustees to enter into a lease agreement(s) with the Department of Education, Vocational Rehabilitation Division. This authorization also includes authority for the President to enter into any renewals of those lease(s) under the same or similar terms and conditions.

The College has been in communications with Jorge Barreiro, Facilities Operations Manager of the Division of Vocational Rehabilitation (VR) regarding leasing office space at the Tarpon Springs campus. Once approved, the agreement will be finalized according to the college's standard leasing terms. The Board is asked to authorize the President to act on its behalf to execute these agreement(s) and act on the Boards behalf on any renewals of the lease agreement.


Details of the lease agreement(s) will be provided to the Board as part of the quarterly summary once they are fully executed.

Janette Hunt, Vice President, Finance and Business Operations and Rod Davis, Provost, Tarpon Springs Campus recommend approval.

September 20, 2022

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: Request to Authorize Negotiations with Continuing Services Companies for Deferred Maintenance Projects Under \$4M and Request to Authorize Advertisements for Construction Management Services Between \$4M and \$8M

Authorization is requested to enter into negotiations with continuing services companies for deferred maintenance projects with estimated values under \$4M, and to advertise for Construction Management services for campuses with a total project allocation estimated up to \$8M.

In May 2022, SPC was advised of appropriation approximating \$47.5M to be used on deferred maintenance* projects. Pursuant to DOE guidelines, funding is to be obligated within FY22-23 and projects are to be completed within the 31-month period following allocation distribution, which is expected in October 2022.

In the interim, the Facilities Department has been working diligently to devise a cohesive plan for identifying and prioritizing projects, achieving procurement approvals in a seamless fashion, and aligning the best personnel and project approach for all campuses.

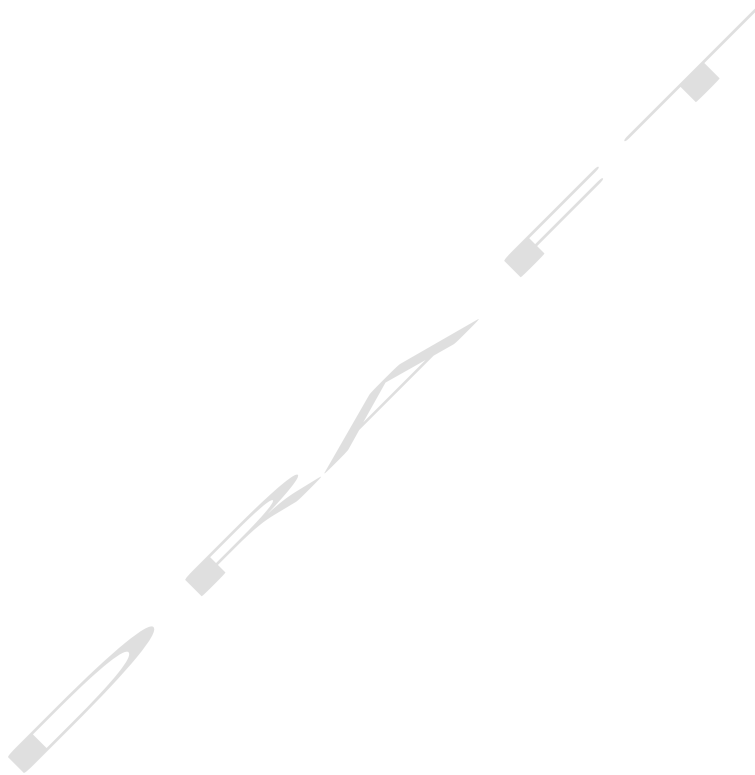
At this time, we are seeking authorization to enter into negotiation and contracts with companies already solicited through our continuing services contract for campuses with estimated projects under \$4M. We are also requesting authorization to advertise and select up to four construction management companies for campuses with total project allocation estimated over \$4M and up to \$8M.

It is our intent to provide the board with a list of selected companies for CMs with projects over \$4M and to seek approval for GMPs for campus projects valued under \$4M, once available for consideration. All contract negotiations will include language pertaining to the contingent allocation from the state department.

Campus projects valued under \$4M to use CMs on continuing service contract	Campus projects valued over \$4M to use CMs selected through RFQ process
Allstate	Clearwater
Downtown	Midtown
Epi	St. Petersburg Gibbs
Fire Training	Tarpon Springs
HEC	
Palladium	
Seminole	

*Deferred Maintenance projects are defined as projects which improve air quality to reduce the risk of viral and environmental health hazards; correct critical life safety issues; improve water, sewer, utility, parking, or roadway infrastructure; improve energy efficiency; mitigate environmental deficiencies; ensure compliance with ADA; or ensure compliance with building codes.


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



September 20, 2022

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: Carryforward Spending Plan

Authorization is requested to approve Florida College System Carryforward Spending Plan pursuant to 1013.841 Florida Statutes.

In July 2019, the State of Florida adopted 1013.841 Florida Statute that requires “Florida College System institutions with a final FTE of 15,000 or greater for the prior year that retains a state operating fund carry forward balance in excess of the 7 percent minimum shall submit a spending plan for its excess carry forward balance.”

The carryforward plan aligns with the three-financial plan which includes a comprehensive fiscal direction, focus on Financial Vitality actions, and support the strategic goals set forth by the Board of Trustees. Academic Excellence, Economic Mobility, Community Engagement, and Employee Engagement & Experience.

In all our resources, St. Petersburg College looks to continue efforts of Innovating Our Future by:

- Closing achievement gaps;
- Preparing students for careers;
- Serving as a catalyst for positive change;
- Building an inclusive culture of care; and
- Delivering the College’s strategic vision using financial sustainability.

As we continue our efforts of prudent fiscal stewardship, we understand we still face challenges ahead. Preparation for the new enrollment baselines, maintaining updated technology, funding innovation, and possible future emergencies are critical to fiscal sustainability. The below report illustrates a list of carryforward items to meet future needs.


Line Item #	Carryforward Spending Plan Category	Specific Expenditure/Project Title	Carryforward Amount Budgeted for Expenditure During FY2022-23
1.	(c) Completion of remodeling project, up to \$10M	Health Education Program Capital Project	8,000,000
2.	(b) Completion of renovation, repair or maintenance project, up to \$5M	Deferred Maintenance Projects	3,000,000
3.	(e) Nonrecurring expenditures for operations	Technology Refresh	3,476,000
4.	(e) Nonrecurring expenditures for operations	Academic & Student Success Innovation	2,518,648
5.	(e) Nonrecurring expenditures for operations	Employee Experience & Engagement	1,652,364
6.	(e) Nonrecurring expenditures for operations	Debt Payoff Initiative (Equipment Lease Payoff)	4,664,866
7.	(e) Nonrecurring expenditures for operations	Student Success Initiative Program	3,000,000
7.	(g) Commitment to contingency reserve related to state declared emergency	State of Emergency Contingency	14,986,085
<i>Total as of July 1, 2022: *</i>			\$ 41,297,963

Janette Hunt, Vice President, Finance and Business Operations; Hector Lora, Associate Vice President, Budgeting, Mike Meigs, Associate Vice President, Accounting, Business & Finance Services recommend approval.

September 20, 2022

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Dr. Tonjua Williams, President 

SUBJECT: Naming of College Facility

Approval is sought to name the workforce Incubator/Innovation Center of the St. Petersburg Tarpon Springs Campus in honor of Speaker Chris Sprowls in recognition of his outstanding contributions to education

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

- Jason Butts, Trustee
- Rodrigo Davis, Provost
- Natavia Middleton, Dean, College of Natural Science and Engineering
- Jackie Skryd, VP Workforce Development and Corporate Partnerships
- Charm Callahan, Director, Design, and In-House Construction
- Dean Mucaj, SPC Student
- Emmanuel Hernando-Agosto, Dean, College of Business

In recognition of his staunch support of St. Petersburg College and dedication to education, we are requesting to name the new workforce Incubator/Innovation Center at St. Petersburg College's Tarpon Springs Campus in honor Speaker Chris Sprowls of the Florida House of Representatives.

A college-wide naming celebration event will be held at the Tarpon Springs Campus in 2023.

Jason Butts, Vice Chair and Tonjua Williams, President, and the above-named committee members recommend approval.

September 2022

Programs

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

How to Organize for Effective Legislative Advocacy

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

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

The State of Aging in Florida: Health Expo & Forum

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

News

- ISPS released the following [statement](#) on the loss of Reverend Watson Haynes, a giant of our community and a former ISPS Board Member.
- ISPS is partnering on three events to educate the public on the candidates running for office in the 2022 General Election:
 - [Pinellas-Pasco State Attorney Forum](#) with the Clearwater Bar and the Pinellas Association of Criminal Defense Lawyers.
 - [Cool Off with the Candidates](#) with the St. Petersburg Chamber of Commerce -- ISPS will host a candidate only tour of the St. Petersburg/Gibbs Campus in association with SPC's Recruitment Services and Workforce Education departments.
 - [Politics in Pinellas](#) with Amplify Clearwater -- ISPS will host a candidate only presentation of SPC's community and workforce initiatives in association with SPC's Recruitment Services and Workforce Education departments.
- ISPS released its [Fall 2022 program calendar](#).
- ISPS welcomed 4 new Board Members: 1) Michelle Grimsley, a partner at the Southern Group, 2) Tom Furlong, a policy consultant, 3) Mike Meigs, Associate Vice President for Business & Financial Services, who will serve as the Board's Treasurer as an ex-officio member and 4) Alysen Heil, dean of workforce development and career and technical education at Pasco-Hernando State College.
- ISPS recently published its [August](#) newsletter.
- Kimberly G. Jackson recently participated as a panelist in American Stage's discussion, "Beneath the Surface - Community Conversation: Is our Democracy in Danger? A Deep Dive into the themes of Green Day's American Idiot."



Kindly follow us on:



Kimberly G. Jackson, Esq.
Executive Director
ISPS

Foundation Report

BOT September 2022 Update



Mission Moment

Dylan Perry is a Funeral Assistant and Crematory manager currently working on his Funeral Services AS Degree. He is a Florida new-comer from rural Pennsylvania and plans to continue to work at Veterans, do his apprenticeship, and is hopeful to become Director one day. Dylan says, "I truly believe that education is the single most important thing in a person's life. Gaining an education is a

guaranteed improvement towards the mind and character of those willing to seek knowledge. My studies at SPC shall help me achieve my plans, as they will continue to teach me problem solving, critical thinking, and hard work skills, which will be extremely useful in my future endeavors in general."

Dylan's thank you message to the donor of his Robert and Mildred Baynard Ethics in Business Scholarship:

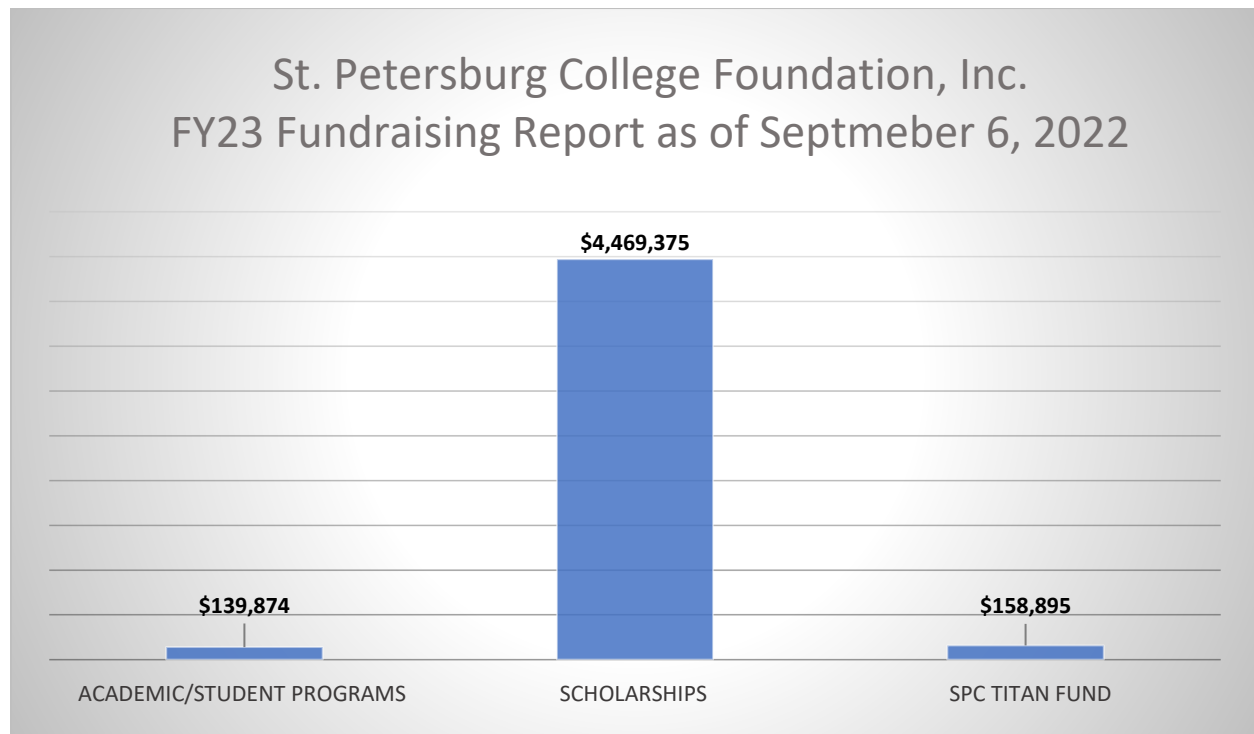
My name is Dylan Perry. I am currently studying at Saint Petersburg College, taking online classes this semester currently, as well as two labs on Tuesdays. I am currently working on my Funeral Services AS Degree, and am a funeral assistant/crematory manager at Veteran's Funeral Care in Clearwater, FL. I plan to continue working at Veteran's and do my Apprenticeship there and become a funeral director/embalmer in a couple of years. Once I get that degree, my goal is to pursue a bachelor's in healthcare management, while using my job as a funeral director to help finance that degree. I feel that the bachelor's degree will give me other options in terms of the future and will also aid me in potentially becoming a funeral home manager one day in the future.

With this scholarship that you have presented to me, I can make these plans come to fruition. I am immensely grateful for this gift that you have bestowed upon me, and I will use it to achieve the goals I have set out for myself and for my life. Thank you very much for your amazing act of generosity towards me and my future.

Sincerely,

Dylan Perry

Dashboard



Fund Category	FY23	FY22
Academic/Student Programs	\$ 139,874	\$ 3,790,292
Scholarships	\$ 4,469,375	\$ 3,871,441
SPC Titan Fund	\$ 158,895	\$ 177,204
Total:	\$ 4,768,144	\$ 7,838,937

Expense Report:

As of September 6, the Foundation provided the following support to SPC:

- **\$615K** in scholarships to SPC students.
- **\$763K** in program support, providing support to such programs as
 - Alumni Association
 - Academic Affairs Department
 - African American Male Initiative
 - Athletic Boosters
 - Black Girl Magic Event
 - Business Plan & Elevator Pitch Competition
 - College of Education
 - College of Nursing

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

Success & News

On August 12th the SPC Employees gathered at the Coliseum to celebrate the new school year.



As the new school year has started, Faculty gathered at the Coliseum to celebrate, discuss, and award those who have done outstanding jobs being a part of SPC.

Breakfast was provided and games were played by Faculty and Leadership. Awards were also dispersed to outstanding employees!

Topic of the Month

- SPC Day – September 12
- Cultivation – Reception: Home of Josh Bomstein – October 7th

Palladium Board Report September 2022

1. The Palladium remains in quiet phase of the \$8 million Capital Campaign to pay for the renovation. John Collins, former head of the St. Petersburg Arts Alliance and a veteran fund raiser, is working with Palladium leadership and the SPC Foundation to prepare campaign materials. We are meeting with potential donors to present a questionnaire about the campaign. The campaign has not been announced publicly and we don't expect to do that until later this fall.
2. On August 17th, the Palladium's application for a City of St. Petersburg arts grant was ranked at 97.1 (out of 100) by the city's Arts Advisory Board. That was the highest ranking of all the applications, which come from all large and small arts organizations in the city.
3. The Clearwater Jazz Holiday partnership with the Palladium on August 12th was a huge success. More than 600 people attended the concert by jazz star, Eric Darius. Executive Director Steve Weinberg and the Jazz Holiday team were very complimentary of the Palladium and our staff and said we will do this again in 2023.
4. After reviewing 13 proposals, SPC and Palladium staff chose the top three firms for the Palladium renovation RFP and ranked those firms as 1, 2 and 3. We were pleased with the quality of the teams we saw and in agreement on our final choices.
5. On Monday, Aug. 29, the Palladium informed 12 bay area performers that they have been chosen for the [2022-23 Palladium Creative Class](#). This program, funded by private donations, awards \$2,500 grants to selected Tampa Bay based performers to create new work for a future Palladium show. This is the second year of this program. It is funded by Palladium donors.
6. We will be hosting several events to include The Simon Lasky Group, Trace Zacur: No Genre, No Rules, and Kyle Eastwood's Cinematic. See many of our exciting shows for September: <https://mypalladium.org/event-listing/>

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

Upcoming LRMA Exhibitions

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

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

LRMA Education/Programs

- Regular Wednesday & Sunday Docent tours at 2:00 p.m.
- Aug. 22-23 SPC Professor Juan Flores brought **150** of his students to tour LRMA.
- Sept. 2 **Focus Friday:** Sergio Tornero, (Hispanic Heritage Month) –12:00 p.m.
- Sept. 16 Fall 2022 exhibitions opening reception 6 – 8 p.m.
- Sept. 17 **Smithsonian Free Museum Day** (SPC Building Arts + Recruiting, activities, tours, virtual reality stations in partnership with SPC Innovation Lab).10 a.m.-5p.m.
- Sept. 22 **Gallery Talk:** *Visioning Structure*, architect Ed Hoffman + guest curator Lynn Whitelaw
- Oct. 7 **Focus Friday:** Sir Gordon Howard Eliot Hodgkin 12 p.m.
- Oct. 12 **Panel for SPC students:** *The Business of Art* (ISPS, Tarpon Chamber, LRMA) 6-7 p.m.
- Oct. 21 **Concert:** Brazilian Jazz O Som Do with Professor David Manson 6 – 8 pm
- Nov. 4 **Focus Friday:** Andy Wilber Ceremonial Mask (Native American Heritage Month)
- Nov. 10 **Gallery Talk:** *Structure of Prints* with SPC Professor Linda Berghoff
- Dec. 2 **Focus Friday:** Carol Napoli (Holiday season)
- Dec. 8 **Program:** *Building Legacies* Estate Planning for Artists and Collectors
- LRMA@Home Online pre-recorded classes on Modern architecture
- Visit LRMA's website for programs: <https://leeparattner.org/calendar/>

LRMA Staff Updates

- **Curator position** – Job posting closed August 14, 2022. In review.
- **Education Position** – Open position being revised to align with SPC / LRMA goals. Position is a priority as schools return to on-campus learning with influx of student visitors of all ages.


LRMA in the News & Updates

- LRMA nominated for Creative Loafing's Best of the Bay – **Best Museum Exhibit** – “LRMA 20th Masterworks”
- Museum attendance has double from last summer 2021. May-August LRMA had over 4,000 visitors.

September 20, 2022

MEMORANDUM

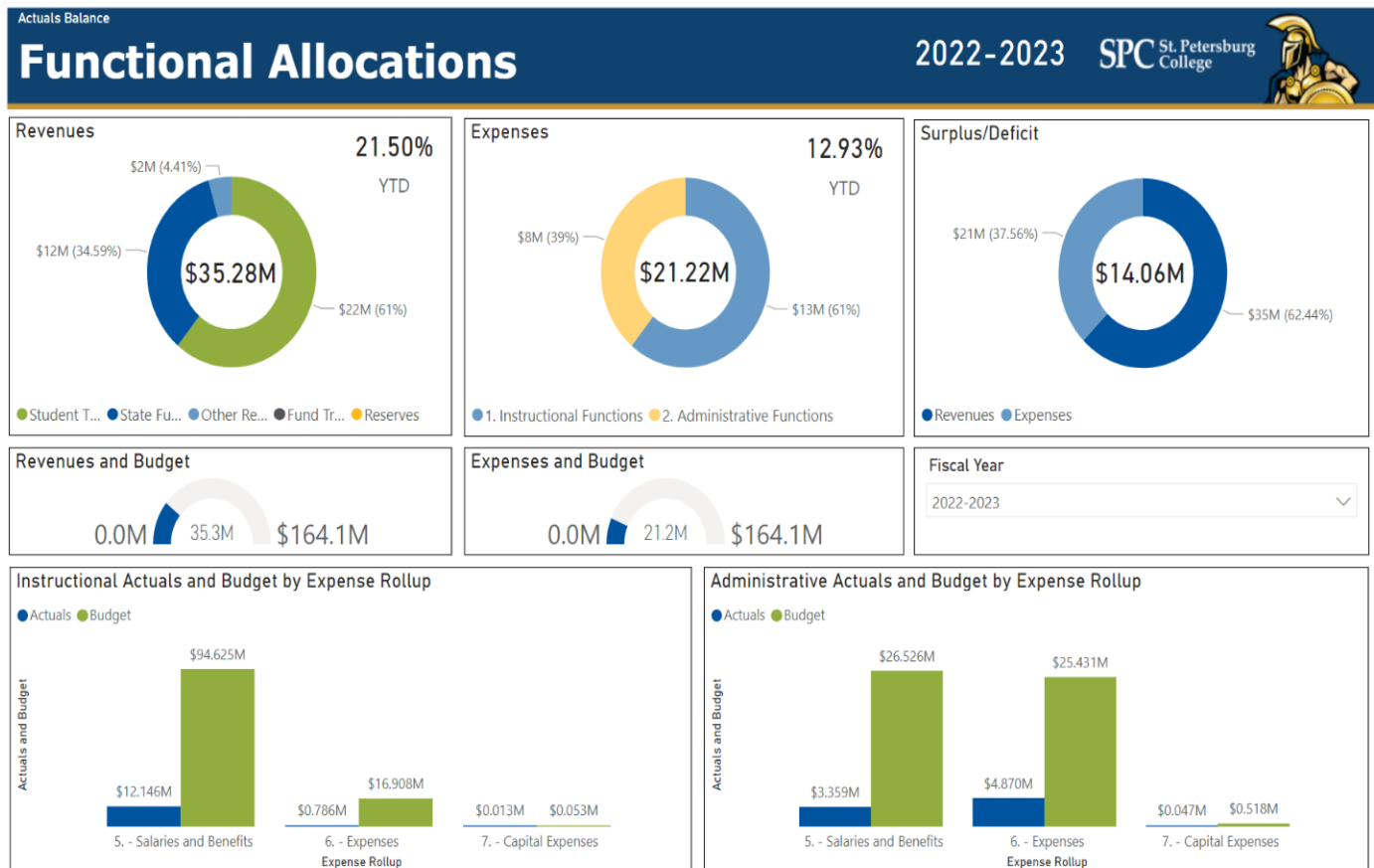
TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: Fiscal Year 2022-2023 College General Operating Budget Report with Tuition Revenue

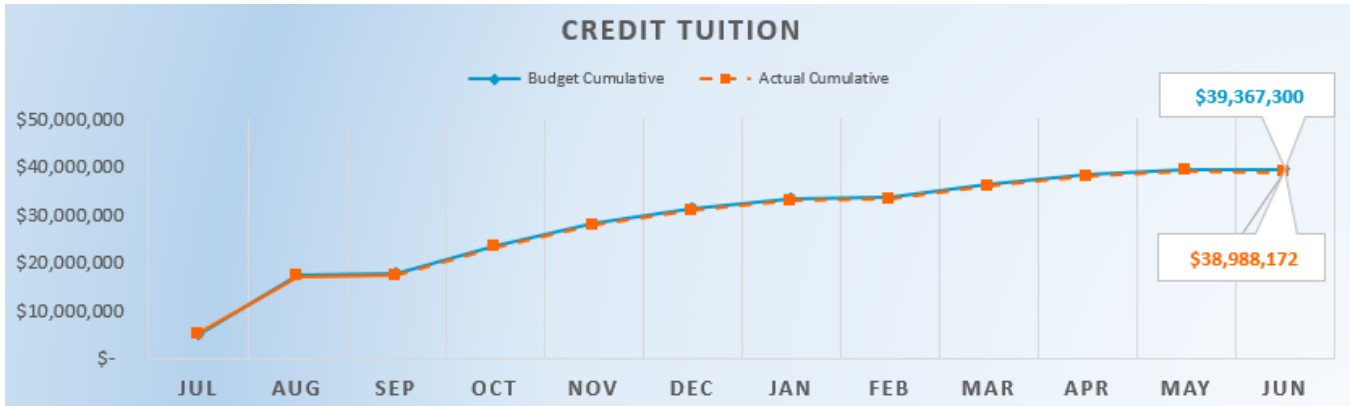
The FY22-23 fund 1 operating budget report through August 31, 2022, is attached.

As of August 31, 2022, the overall revenue was \$35.28M, which represents 21.50 % of the operating budget. The overall expense was \$21.22M, which represents 12.93 % of the operating budget. Personnel expense represents 73.84 % of the annual operating budget. As of this report date, personnel expense totals \$15.5M or 12.8 % of the total budget of personnel expenses. Instructional personnel expenses account for \$12.1M and \$3.4M for Administration personnel expenses. Current and Capital expense totals \$5.7M. The net balance of revenue less expense is \$14.06M.

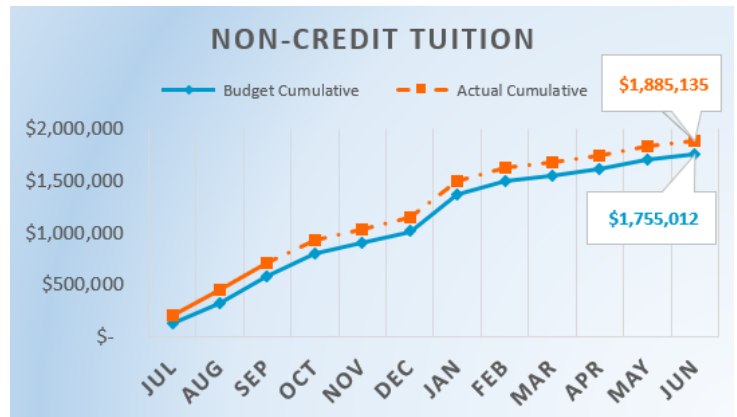


Displayed below are charts for projected tuition revenue. There are three types of tuition revenue: credit tuition, non-credit tuition, and postsecondary adult vocational tuition.

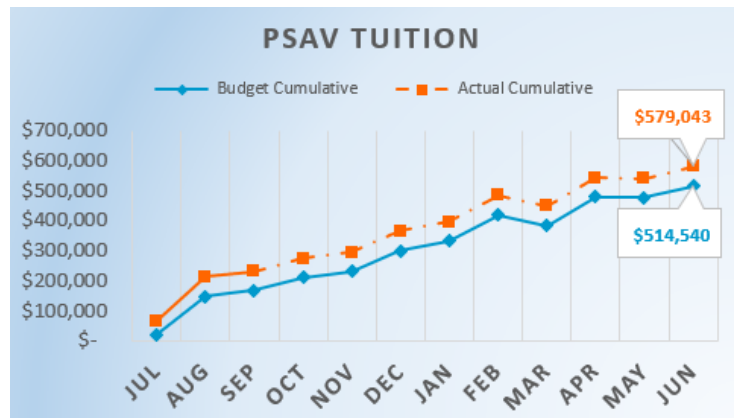
Credit Tuition Revenue – The chart below displays the credit tuition portion of the budget to the trending projected amount. As of August 31, 2022, the tuition projected is \$379K below the budgeted amount.



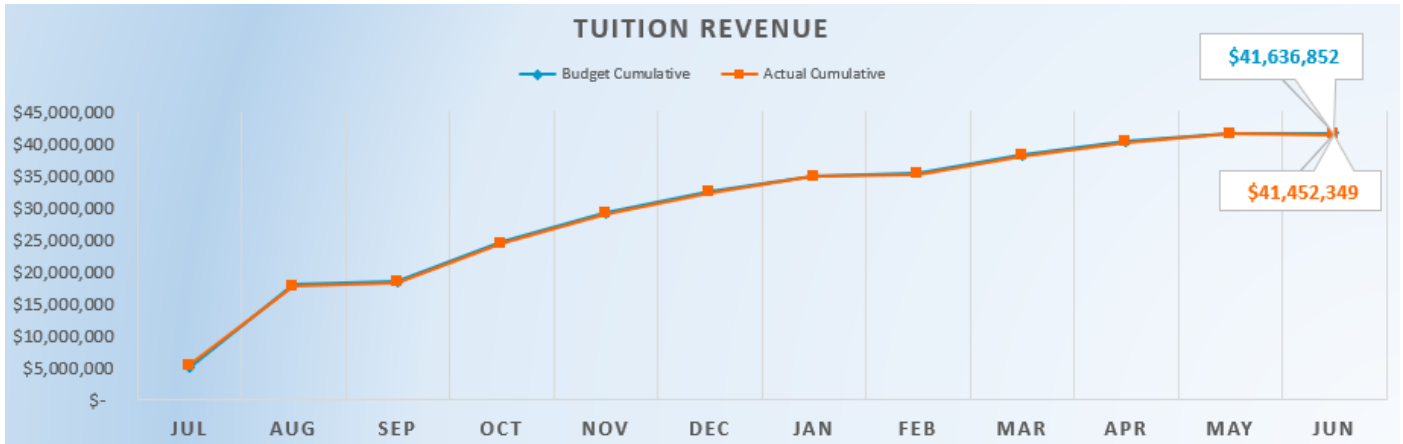
Non-Credit Tuition Revenue – The chart to the right displays the non-credit portion of the budget to the trending projected amount. As of August 31, 2022, the tuition projected is \$130K above the budgeted amount.



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 August 31, 2022, the tuition projection is \$64K above the budgeted amount.



Total Tuition Revenue - The chart below displays the total operating tuition budget to the trending projected amount. As of March 31, 2022, the overall tuition projected is \$185K below the budgeted amount.



Janette Hunt, Vice President, Finance and Business Operations; Dr. Hector Lora, Associate Vice President, Budgeting.

Attachment



**Operating Budget Report
August, 31 2022**

	Budget	Actual	% of YTD
Revenue			
Student Tuition & Fees	\$ 51,981,580	\$ 21,518,331	41%
State Funding	\$ 91,118,156	\$ 12,202,740	13%
Other Revenues	\$ 11,359,768	\$ 1,554,495	14%
Fund Transfers In	\$ 1,500,000	\$ -	0%
Reserve	\$ 8,101,252		
Total Revenue	\$ 164,060,756	\$ 35,275,566	22%
Expenses			
	Budget	Actual	% of YTD
Instruction	\$ 62,561,377	\$ 7,389,701	12%
Public Sevcies	\$ 995	\$ -	0%
Academic Support	\$ 26,071,026	\$ 2,954,900	11%
Student Support	\$ 22,952,552	\$ 2,600,074	11%
Total Instructional	\$ 111,585,950	\$ 12,944,675	12%
Institutional Support	\$ 26,825,016	\$ 4,139,642	15%
Physical plant Operation and Maintenance	\$ 17,607,303	\$ 3,164,807	18%
Student Financial Assistance	\$ 2,372,798	\$ 112,940	5%
Contigency, Transfer, Etc	\$ 5,669,689	\$ 857,932	15%
Total Administrative	\$ 52,474,806	\$ 8,275,321	16%
Total Operating Expenses	\$ 164,060,756	\$ 21,219,996	13%
Balance	\$ -	\$ 14,055,570	

*FY2022-23 excludes Net Pension adjustments.



Vision:
100% Student Success

Mission:
"Educate and prepare each student for college, career and life."

ADMINISTRATION BUILDING
301 Fourth St. SW
P.O. Box 2942
Largo, FL 33779-2942
Ph. (727) 588-6000

**SCHOOL BOARD OF
PINELLAS COUNTY, FLORIDA**

Chairperson
Carol J. Cook

Vice Chairperson
Eileen M. Long

Lisa N. Cane
Nicole M. Carr, Ph.D.
Bill Dudley
Caprice Edmond
Laura Hine

Superintendent
Michael A. Grego, Ed.D.

School Messenger

Opt In/Opt Out Form



It is the intention of St. Petersburg Collegiate STEM Charter School to Opt In to School Messenger

for the 22-23 school year. We understand that the cost is \$1.15/per student and that

student counts are based on Survey 2.

Charter School Administrator Signature:

Date: 8/24/22

Raquel Houston

Date approved by the charter school governing board:

OR

It is the intention of _____ Charter School to **NOT** Opt In to

School Messenger for the _____ school year. We understand that by not opting in

now, we will not be able to opt in until the upcoming school year.

Charter School Administrator Signature:

Date: 8/24/22

Catherine Kennedy

Date approved by the charter school governing board:



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Laura Hine

Superintendent
Michael A. Grego, Ed.D.

School Messenger

Opt In/Opt Out Form



It is the intention of *St. Petersburg Collegiate High School North Pinellas* Charter School to Opt In to School Messenger

for the *2022-2023* school year. We understand that the cost is \$1.15/per student and that student counts are based on Survey 2.

Charter School Administrator Signature:

Date: *August 23, 2022*

Ryan Halatao

Date approved by the charter school governing board:

OR

It is the intention of _____ Charter School to **NOT** Opt In to School Messenger for the _____ school year. We understand that by not opting in now, we will not be able to opt in until the upcoming school year.

Charter School Administrator Signature:

Date: *8/24/22*

Catherine Kennedy

Date approved by the charter school governing board:



Vision:
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Mission:
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Bill Dudley
Caprice Edmond
Laura Hine

Superintendent
Michael A. Grego, Ed.D.

School Messenger

Opt In/Opt Out Form



It is the intention of St. Petersburg Collegiate High School to Opt In to School Messenger for the school year. We understand that the cost is \$1.15/per student and that student counts are based on Survey 2.

Charter School Administrator Signature:

Date: 8/24/22

Jan Lall

Date approved by the charter school governing board:

OR

It is the intention of _____ Charter School to **NOT** Opt In to School Messenger for the _____ school year. We understand that by not opting in now, we will not be able to opt in until the upcoming school year.

Charter School Administrator Signature:

Date: 8/24/22

Catherine Kennedy

Date approved by the charter school governing board:
