

**LAKE TECHNICAL COLLEGE**  
**Board of Directors Meeting**  
**May 19, 2025 / 4:30 p.m.**  
**Board Room, Building A**

**OPENING ITEMS:**.....Chairperson

- Call to Order; The Pledge of Allegiance followed by a Moment of Silence
- Determination of a Quorum

**DIRECTOR MEMBERS PRESENT:**

**Board Chairperson,** City of Tavares Fire Chief, Richard Keith

**Members:** Mr. Mickey Gauldin; Dr. Isaac Deas; Mr. Gerald Cobb; Mr. Tim Morris and, Mrs. Bonnie Onofre

**DIRECTOR MEMBERS NOT PRESENT:** Board Vice-Chairperson, Mr. C.A. Vossberg

*\*MSP (\*motion made, seconded, passed)*

*\*Copies of tabbed items will be included with the final, approved Meeting Minutes.*

**PRESENTATIONS:** None.

**APPROVAL OF THE MEETING MINUTES OF MARCH 17, 2025 (Tab 1)** The Motion for approval of the Meeting Minutes of the March 17, 2025 Board Meeting was approved. \*M/S/P. (*\*motion made, seconded, passed*)

**PUBLIC COMMENT:** None.

**REPORTS:** None.

**UNFINISHED BUSINESS:** None.

**CONSENT AGENDA (Tabs 2 – a -e):** (*action topics*)

**PERSONNEL:** (*Main Campus 4531 & Institute of Public Safety 4535; full- and part-time*)  
(*Charter Board Approval supports quarterly turnover reported by LTC to LCS Human Resources*)

**2a:** **APPOINTMENT, 2<sup>ND</sup> ASSIGNMENT, IN-HOUSE CHANGE ASSIGNMENT:**

- **Adult Ed PT (CCT)** – Botts, Bruce L. (163425) *2<sup>nd</sup> Part-time assignment, effective 04/15/25*
- **Adult Ed PT (Health Clinical)** – Eldridge, Jessica N. (166807) *2<sup>nd</sup> Part-time assignment, effective 07/01/25*; Tsiernikas-Wilson, Chaci L. (124344) *2<sup>nd</sup> Part-time assignment, effective 07/01/25*
- **Adult Ed PT (Tech Trade VP)** – Lora, Evelio (155033) *2<sup>nd</sup> Part-time assignment, effective 04/21/25*

**2b:** **REQUEST TO HIRE:**

- **Teacher, Health Job Prep PLGNY** – Swager, Susan (171091) *effective 04/29/25*
- **Financial Aid Manager** – Coy, Katherine (162966) *effective 03/20/25*
- **Adult Ed PT AEG2 (GED)** – Torrance, Rodney (126100) *effective 05/05/25*
- **Adult Ed PT Health (EMT/Paramedic)** – Brown, Monika (171088) *effective 05/05/25*; Controneo, Evan (171085) *effective 05/05/25*; Gonzalez, Whitney (171087) *effective 06/18/25*; Hofmann, Mariah (171089) *effective 05/21/25*; Richardson, Hillary (171086) *effective 05/22/25*; Swope, James (171084) *effective 05/05/25*; Vaughan, Dustin (171082) *effective 05/05/25*

**2c: NON-REAPPOINTMENT, RESIGNATION, RETIRING, TERMINATION, OR TRANSFER:**

- **Executive Secretary AE** – Garcia, Elizabeth (163703) *effective 04/11/25 (district transfer-TES)*
- **Teacher, Industrial Job Prep (Commercial Foods & Culinary Arts** – Cooper, Stanley (116074) *effective 06/16/25*
- **Teacher, Industrial Job Prep (Master Automotive Service Technology 1 & 2** – Lora, Evelio (155033) *effective 06/16/25*; McKinney, Mark (107591) *effective 06/16/25*
- **Adult Ed PT GED (AEG2)** – Mulero-Echevarria, Rosemarie (155932) *effective 05/19/25*

**2d: Mission and Vision Statements** *(annual review a requirement of COE)*

**2e: Non-Cash Distributions** *(4<sup>th</sup> quarter report)*

\*M/S/P.

**NEW BUSINESS: (Tabs 3 – 9)**

**At-A-Glance Budget Summary (Tab 3)** *(Review; no action required)* Assistant Director of Finance-LTC, Mrs. Amy DiNella reviewed the Lake Technical College (LTC) 3-Month At-A-Glance Budget Summary, February 28, 2025 – April 30, 2025. The financial status report is on file with the official Meeting Minutes of the Board.

Mrs. DiNella mentioned that a Wells Fargo banking representative contacted her because some of the Certificate of Deposit's (CD) accounts are maturing and she will be meeting to discuss reinvestment. Mrs. Thomas stated that in prior discussions, she had mentioned that once the CD's matured, she would look into moving those funds into an Insured Cash Sweep (ICS) account. Member, Mr. Tim Morris suggested requesting the bank representative present all of the best-rate programs. Mrs. Thomas agreed. She said that she would prefer to streamline LTC's banking business and will be further researching this to find out what will work best for LTC.

With no further updates and no further discussion by the Board, on behalf of the Board, Chairperson Chief Keith thanked Mrs. DiNella for her report. No Board action was required.

**Articulation Agreement - Lake Technical College & Lake Sumter State College** *(action required)* **(Tab 4)** Executive Director, Thomas stated that Mrs. Stephan has been working with Lake Sumter State College (LSSC) on the regular articulation, and as a formality; it requires Board approval. She stated, for now, there are no changes to present in the agreement; however, it is expected that an update will be forthcoming in the early part of the 25-26 SY. Member, Mr. Timothy Morris, as current Board Member for LSSC, abstained from the vote. \*MSP.

**RFA: 2025-2026 Parental Involvement Facilitator (Tab 5)** Mrs. Thomas stated that the assignment of LTC's Parental Involvement Facilitator is approved annually in May for the upcoming School Year. Mrs. Thomas notified the Board that Mrs. Samantha Hayes, Dean of Student Services, will continue in this assignment; meeting the requirements of Florida Charter School Legislation of residing in the school district and as employee of the school. \*MSP

**RFA: 2024-2025 Executive Director Assessment of Mrs. DeAnna Thomas by Board of Director Members (Tab 6)**

*(Board Approval of Highly Effective rating of job performance) Review of:*

- a) Board Assessment Survey Results/Executive Summary*
- b) Climate Surveys - (Student, Instructional, and Staff)*
- c) Executive Director's Benchmark Summary*

Prior to the Board Meeting, Members were provided the survey results of items a- c listed above; which included results of the internal evaluation survey by the Board of Directors; which, matches the Lake County Schools (LCS) Leadership Empowerment and Development System (LEADS) evaluation tool.

The district's True North Logic (TNL) assessment criteria changed from the 23-24 school year. Members did not report any issues using the link provided to access the survey questions. This year, six of seven Members responded to the assessment link.

A calculation error was noticed on Tab 6a, the scoring results page for the Charter Board's assessment of the Executive Director. Secretary, Mrs. Payne informed Members that she would research the spreadsheet calculation formula in preparation of the Chairperson's entries in the TNL system later in June.

Based on the Board Member responses received and additional information provided in Tabs 6b and 6c, the Director Members approved the request by the Executive Director for a Highly Effective job performance rating, having demonstrated a Highly Effective job performance during the 2024-2025 School Year. \*MSP

**2025-2026 Lake County Schools Reappointment Resolution for Mrs. DeAnna Thomas, Executive Director of Lake Technical College (Tab 7)** After review of the Reappointment Resolution, IT WAS THE CONSENSUS OF THE BOARD TO REAPPOINT MRS. DEANNA THOMAS, EXECUTIVE DIRECTOR, FOR THE UPCOMING 2025-2026 SCHOOL YEAR. \*MSP

**2025-2026 Lake County Schools Personnel Resolution (Tab 8)** After review of the Personnel Resolution, IT WAS THE CONSENSUS OF THE BOARD TO APPOINT MRS. DEANNA THOMAS, EXECUTIVE DIRECTOR, TO ACT ON THE BEHALF OF THE BOARD FOR MATTERS INVOLVING PERSONNEL APPOINTMENTS FOR THE UPCOMING 2025-2026 SCHOOL YEAR. \*MSP

**Board of Directors Annual Election: (Tab 9)**

*a) Elect/Appoint Board of Director Members (2-year term)* Founding Charter Board of Director Members Mr. Mickey Gauldin and Dr. Isaac Deas agreed to serve another 2-year term. IT WAS THE CONSENSUS OF THE BOARD TO APPOINT MEMBERS, MICKEY GAULDIN AND DR. ISAAC DEAS TO A NEW TWO-YEAR TERM AS CHARTER BOARD OF DIRECTOR MEMBERS.

Member, Chief Broadway, resigned in March which caused an imbalance of two-year terms; leaving five Members with pending two-year terms; and, only two Members to appoint for the new two-year term. In discussion, Chairperson, Chief Richard Keith volunteered to change his term, a second time, to re-balance the number of Members being reappointed next May. **IT WAS THE CONSENSUS OF THE CHARTER BOARD OF DIRECTOR MEMBERS, THAT MEMBER AND CURRENT CHAIRPERSON, CHIEF RICHARD KEITH, BE APPOINTED FOR A NEW 2-YEAR TERM.**

<b>MEMBER 2-YEAR TERMS</b>
Member, Dr. Isaac Deas
Member, Mr. Mickey Gauldin
<b>Chairperson, Chief Richard Keith</b> <i>(reassigned to new 2-year term)</i>

\*MSP

b) *2025-2026 Reappointment of Charter Board of Director Members* IT WAS THE CONSENSUS OF THE CHARTER BOARD OF DIRECTORS TO REAPPOINT SEVEN (7) MEMBERS OF THE BOARD FOR THE 2025-2026 SCHOOL YEAR. \*MSP

c) *2025-2026 Election of Board Chairperson and Vice-Chairperson* IT WAS THE CONSENSUS OF THE CHARTER BOARD OF DIRECTORS THAT MEMBER, CHIEF RICHARD KEITH CONTINUE TO SERVE AS CHAIRPERSON AND MEMBER C. A. VOSSBERG CONTINUE TO SERVE AS VICE-CHAIRPERSON IN THE 2025-2026 SCHOOL YEAR. \*MSP

**RFA: 2025-2026 Board Officers Annual Election (Tab 10)** *(President, Treasurer, and Secretary)* The Bylaws state: “The officers of the organization shall be President, Secretary, and Treasurer, each of whom shall be elected by the Board of Directors and may be employees of Lake Technical College. The officers of the organization shall be elected annually by the Board of Directors at the meeting after the annual meeting, or as soon thereafter as practical. The Officers of the Corporation shall serve as ex-officio members (without vote) of the Board.”

Members approved the Executive Director’s recommendation to reinstate and newly appoint:

- Board President: Executive Director, Mrs. DeAnna Thomas
- Board Treasurer: Assistant Director, Finance-LTC, Mrs. Amy DiNella
- Board Secretary: Senior Executive Specialist, Mrs. Lana Payne

for the 2025-2026 school year: \*MSP

**BOARD CHAIRPERSON REPORT:** Chairperson, Keith thanked Board Members who were able to attend the graduation ceremonies in May. He said the ceremonies are so fun to be able to participate in.

**A. TAB 11: Governance Training Status:**

- *Member, Timothy Morris completed 03/26/25; reactivated through 03/26/28*

*(2-hour refresher course due June 2025)*

- *Member, Gerald Cobb expires 06/29/25*
- *Member, Chief Richard Keith expires 11/21/25*

*\*An e-mail reminder with Governance Training website log-in information will be sent to Members mid-May.*

**B. Discuss Board of Director Member replacement** Chairperson, Keith stated that according to the by-laws, the LTC Charter Board of Directors may consist of up to nine (9) Members. He said that over the years, it has been a very effective Board and recently reduced from nine (9) to seven (7) Members; which, is in agreement with the by-laws.

He opened discussion regarding Board position replacement of Chief Broadway’s vacancy. Members agreed that an odd number of Members is better for voting in tie-breaking circumstances and when determining quorum. Member, Mrs. Onofre questioned if there was a gap for the sector of expertise that Chief Broadway represented.

Mrs. Thomas stated that Chief Broadway represented the Law Enforcement; or, general public safety programs, and from the perspective of having a sitting Board Member, she does not feel that there is a gap because there is an existing, strong partnership between the Lake County Sheriff’s Office (LCSO) and the college from running the law enforcement academy; and, there is a lot of collaboration; and, a very robust Occupational Advisory Committee (OAC). She stated it is required that the OAC be made of Chief of Police from many municipalities; which, offers a great amount of expertise to the Law Enforcement/Public Safety programs.

Chairperson Keith also commented that the bylaws do not require Director Members to represent any particular program or career sector and that there was no rush to vote on replacing the vacancy.

Member, Commissioner, Tim Morris stated that it is better to have a lesser number of Members so that if somebody with expertise that could benefit LTC expresses interest in serving as a Board Member; there would be an available seat to fill.

No action was required by the Board because Chief Broadway resigned and the number of Members remaining is in agreement with the by-laws. IT WAS THE CONSENSUS OF THE CHARTER BOARD OF DIRECTORS TO MAINTAIN AT SEVEN (7) MEMBERS AND TO NOT REPLACE THE RECENT VACANCY.

#### **EXECUTIVE DIRECTOR REPORT:** Open discussion.

Executive Director, Thomas thanked Board Members for attending the recent graduation ceremonies. She stated that although the May ceremonies celebrate all of the adult education and career technical education programs; there were also approximately 18 other successful graduation ceremonies that took place throughout the year for Health Science (LPN/EMT-Paramedic), Law Enforcement/Corrections, and Firefighting programs.

- Legislative updates – Mrs. Thomas stated that she has had very successful visits in Tallahassee this past school year and LTC has a lot of support from its local delegates; however, there was not a budget decided on by the end of session; and therefore, there is nothing significant to report.
- Construction updates – Mrs. Thomas stated that she is holding weekly meetings for construction updates on Monday's. She stated that Scorpio was the selected as the Construction Manager at Risk and who she was authorized to negotiate with. The negotiations are done; and, all of the pricing is in and it is moving into the contract phase. She said, after speaking with Attorney Stone about the contract, he recommended, before going further into the project, to confirm with Board Members their interpretation of the RFA authorizing the Executive Director to exceed the Executive Director's Discretionary Spending limit when it comes to the grant and construction purchases involved with the projects. This is to be able to carry on with the project as long as it is within the grant budget. She stated that with the confirmation, she will proceed. Or, she stated, if the Board prefers to schedule special Meetings to address grant purchases, she will be happy to do so.

Member, Bonnie Onofre said she is fine with the previous authorization; but, questioned if any increased expenses anticipated associated with the projects. Mrs. Thomas stated that both projects initially came in higher; however, she was able to negotiate the Lincoln Park project to be under budget and the Public Safety expansion project is coming in a little bit higher; however, she met today to negotiate options to reduce those costs. She stated the projects must meet the grant budget; which, is for a specific amount and what there is to work with. She confirmed there would be no additional work done outside of the designated scope of work. Both Members of the Board and Mrs. Thomas commented how surprised they were that the Lincoln Park project came in under budget and the Public Safety Expansion project came in over budget. The consensus of the Board was to allow Executive Director Thomas to continue to approve the grant spending as long as it was within the grant scope and budget.

#### **UPCOMING EVENTS:** *(non-action topics)*

##### **March Campus Life Calendar/Schedule of Program Graduation Ceremonies:**

- **EMT-ATD Program – Graduation, Thursday, June 12, 2025 @ 6:30 p.m.,** IPS, Tavares-Room 302
- **EMT/FF Combo Program, Class 137 - Graduation, Monday, June 16, 2025 @ 6:30 p.m.,** Venetian Community Center, Dozier Dr., Leesburg
- **Clermont Paramedic Program - Graduation, Monday, June 23, 2025 @ 6:00 p.m.,** Clermont City Center, 620 W. Montrose Street, Clermont

## DATE/TIME OF NEXT MEETING:

### Remaining Meeting date for 2024-2025 school year:

*(Location: Building A – Board Room unless otherwise notified)*

- \*4<sup>th</sup> qtr. – **Rescheduled Monday, June 23, 2025** @ 4:30 p.m. End of Year Budget and Employee Updates\*

### Meeting dates schedule for 2025-2026 school year:

- \*1<sup>st</sup> qtr. – Monday, September 15<sup>th</sup>, 2025 @ 4:30 p.m. Regular & Annual Budget Meeting\*
- 2<sup>nd</sup> qtr. – Monday, December 8, 2025 @ 4:30 p.m.
- 3<sup>rd</sup> qtr. – Monday, March 30, 2026 @ 4:30 p.m. *(extra Monday in March)*
- 4<sup>th</sup> qtr. – Monday, May 25, 2026 @ 4:30 p.m.
- \*4<sup>th</sup> qtr. – **Monday, June 22 (or 29, 2026)** @ 4:30 p.m. End of Year Budget and Employee Updates\*  
*(Member preference)*

## ADJOURNMENT:

Respectfully submitted,



Mrs. DeAnna D. Thomas  
Executive Director