

**LAKE TECHNICAL COLLEGE**  
**Board of Directors Meeting**  
**September 15, 2025 / 4:30 p.m.**  
**Board Room, Building A**

**AGENDA**

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

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

**PRESENTATIONS:** None.

**TAB 1:** Approval of the Minutes of the June 23, 2025 Board Budget Meeting.....Chairperson

**PUBLIC COMMENT:** None.

**REPORTS:** None.

**UNFINISHED BUSINESS:** None.

**PERSONNEL: 2024-2025 Main Campus & Institute of Public Safety**

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

**PERSONNEL:** *(Main Campus & Institute of Public Safety)* Ending 23-24 and Beginning 24-25  
*(Charter Board Approval supports quarterly turnover reported by LTC to LCS Human Resources)*

**2a: APPOINTMENT, 2<sup>ND</sup> ASSIGNMENT, IN-HOUSE CHANGE ASSIGNMENT FT/PT 4531/4535:**

**2b: REQUEST TO HIRE Full-time/Part-time 4531/4535:**

**2c: NON-REAPPOINTMENT, RESIGNATION, RETIRING, TERMINATION, OR TRANSFER  
Full-time/Part-time 4531/4535:**

**2d: 2025-2026 LTC Policy/Procedures/Plans - Intranet *(annual review; requirement of COE)***

- a) 2025-2026 LTC Policy and Procedures
- b) 2025-2026 Book of Plans  
*(Federal requirement – Posted on LTC Website)*
- c) Campus Safety and Security Policies *(LTC Catalog, pgs 20-24)*
- d) Drug and Alcohol Abuse Prevention Plan  
*(LTC student flyer, Policies & Procedures pgs 58-63; LTC Catalog, pgs 22-23)*
- e) Cleary Act *(laketech.org - Resources/Campus Safety & Security link)*

**2e: 2025-2026 Agreements between Lake Technical College and Sumter County Public Schools**

- a) Career Dual Enrollment Agreement
- b) 2025-2026 Memo of Understanding *(Phlebotomy Program/reference CDE Agmt)*

**2f: 2025-2026 Career Dual Enrollment Agreement between Lake Technical College and Lake County School Board**

**2g: 2025-2026 Agreement between Lake Technical College and The Villages Charter School, Inc.**

- a) 2025-2026 Career Dual Enrollment Agreement-The Villages Phlebotomy
- b) 2025-2026 Memo of Understanding The Villages Phlebotomy *reference CDE Agmt)*

**2h: 2025-2026 Career Dual Enrollment Agreements between LTC and Private School students:**

- a) Real Life Christian Academy
- b) Covenant Light Private School & Co-Op

**2i: 2025-2026 Career Dual Enrollment Agreements between LTC and Home Education students *(Individual Agreements a - f)***

**2j: Property Disposition *(1<sup>st</sup> quarter report)***

**NEW BUSINESS:** *(Tabs 3 – 13)*

**TAB 3**    **2024-2025 & 2025-2026 Combined Ending & Beginning Budget Reports** *(action required)*

**TAB 4:**    **FLDOE 2025-2026 District Postsecondary Student Fee Survey Memo**  
*(Annually adopted; action required)*

**TAB 5:**    **2025-2026 Lake County Schools Contract for Services for Purchase by Charter Schools and Annual Costs**

- *Contract for Services for Purchase*
- *Annual Costs for Purchased Services Form*

**TAB 6:**    **RFA Main Campus, B-Building Renovation Contract**

**TAB 7:**    **RFA Combi-CB Lift**

**TAB 8:**    **Remote Attendance Policy**

**TAB 9:**    **Facilities Use Agreement between LTC and Lake County Fire/EMS**

**TAB 10:**    **2025-2026 Hutto Enterprises, Inc. – Professional Janitorial Service Proposal**

**TAB 11:**    **2025-2026 Eagle Globe Protective Services, Inc. - Security Agreement**

**TAB 12:**    **2025-2026 Prestige Pro – Property Maintenance Agreements**

- Lake Technical College, Eustis
- Institute of Public Safety, Tavares

**TAB 13:**    **Requests to Increase Executive Director Discretionary Spending Limit**

- 2025 Resolution to Enter into Contracts and Limit Executive Director's Discretionary Spending
- Update RFA: All Grant Purchases Exceeding Executive Director's Discretionary Spending Limit

**BOARD CHAIRPERSON REPORT:** Open discussion.

**EXECUTIVE DIRECTOR REPORT:** *(non-action topics)*

- Construction updates – Lincoln Park Project and IPS Expansion Project – Notice to Proceed
- Grant updates

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

1. Fall Occupational Advisory Committee Reception – **Thursday, October 2, 2025 @ 6:00 p.m.**
2. Calendar Details:
  - LTC 206-day Instructors Pre-planning Week began Monday, August 4, 2025
  - LTC Students classes for the 25-26 SY began Monday, August 11, 2025

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

- **Thursday, November 6, 2025 5:00 PM – 8:30 PM Taste of South Lake & Business Expo**  
Clermont's Waterfront Park (Lake Tech's Commercial Foods and Culinary Arts program participating)
- **Monday, November 17, 2025 6:00 PM – Eustis PN Class (Capping and Pinning ceremony)**
- Eustis Community Center-601 Northshore Dr. Eustis FL 32726
- **Monday, December 8, 2025 6:00 PM - IPS Class 138 Combo Graduation**  
Eustis Community Center-601 Northshore Dr. Eustis FL 32726
- **Tuesday, December 16, 2025 6:00 PM - Eustis Paramedic Graduation**
- Eustis Community Center-601 Northshore Dr. Eustis FL 32726

**DATE/TIME OF NEXT MEETING:**

**Pre-scheduled dates remaining for 2025-2026 school year:**

- 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.
- 4<sup>th</sup> qtr. – Monday, May 18, 2026 @ 4:30 p.m. \*Annual Meeting\*
- Second, 4<sup>th</sup> qtr. – Monday, June 22 (or 29<sup>th</sup>), 2026 @ 4:30 p.m. \*End-of-Year Budget\*

**ADJOURNMENT:**