

LAKE TECHNICAL COLLEGE
Board of Directors Meeting
May 18, 2026 / 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;

Board Vice-Chairperson, Mr. C.A. Vossberg;

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

PRESENTATIONS: None.

PROGRAM SPOTLIGHT: None. **MSP (*motion made, seconded, passed)*

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

APPROVAL OF THE MEETING MINUTES OF THE MARCH 30, 2026 MEETING (Tab 1) The Motion for approval of the Meeting Minutes of the March 30, 2026 Board Meeting was approved. ***M/S/P.**

PUBLIC COMMENT: None.

REPORTS: None.

UNFINISHED BUSINESS: None.

TAB 2: CONSENT AGENDA (a -e): (action topics)

PERSONNEL: *(Main Campus & Institute of Public Safety 2025-2026 4th quarter)*

(Charter Board Approval supports quarterly turnover reported by LTC to LCS Human Resources)

2a: **APPOINTMENT, 2ND ASSIGNMENT, IN-HOUSE CHANGE ASSIGNMENT:**

- **Adult Ed PT (ELCE2) position group** – Amos, Linda (164528); Whittie, Amy (126714) *change from ELCE (LTC primary) to ELCE2 (LCS primary) effective 04/08/26*
- **Adult Ed PT Health (EMT/Paramedic)** – Palasky, Christopher – (166173) *2nd PT assignment effective 25-26 school year*

2b: **REQUEST TO HIRE:**

- **Teacher, Health Job Prep (EMT/Paramedic)** – Veri, Jennifer (172435) *effective 04/08/26*
- **Teacher, Health Job Prep PLGNY(LPN)** – Bain, Stephanie (169444) *effective 04/20/26 (return FT from PT Health)*
- **Records Specialist (Admissions)** – Martinez-Adrover, Delia (TBD) *(withdrew during hire process)*

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

- **Executive Secretary (Health Science)** – Arnold, Danielle (100986) *(district transfer-OPM) effective 04/15/26*
- **Career Advisor (Admissions 4531)** – Teegardin, Pamela (157297) *Resignation effective 04/24/26*
- **Teacher Adult Ed FT AE** – Alvarez, George (159419) *Non-Reappointment, effective 06/15/26*
- **Financial Aid Specialist** – Garcia Almodovar, Stella (166823) *Resignation effective 06/30/26*

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

2e: **Property Disposition** *(4th quarter report)*

***M/S/P.**

NEW BUSINESS: (*Tabs 3 – 11*)

At-A-Glance Budget Summary (*12/31/25- 01/31/26; 2/28/26*) (**Tab 3**) (*Review; no action required*) On behalf of Assistant Director of Finance, Mrs. Amy DiNella, Mrs. Tarsha Jacobs, Certified Public Accountant for Lake Technical College (LTC) provided an update regarding the 3-Month At-A-Glance Budget Summary, February 28, 2026 – April 30, 2026.

Mrs. Jacobs also notified Members that the auditors had been scheduled to visit the first week of June; and are auditing Pell grants this year. However, the visit was rescheduled to the end of June because the annual Financial Aid conference was scheduled at the same time and LTC's Financial Aid staff were away attending the conference. She stated that she does not anticipate any reconciliation issues. The Business Office has had a full-year using the new record/transaction system. She said the auditors will return again in late August or early September to finalize their audit report.

The updated financial status report is on file with the official Meeting Minutes of the Board. No Board action was required; and, with no further updates or discussion by the Board, Chairperson Chief Keith thanked Mrs. Jacobs for her report.

Articulation Agreement - Lake Technical College & Lake Sumter State College (LSSC) (**Tab 4**) (*action required*) Mrs. Stephan stated to Members that, although the charts of the program articulation agreement are updated on a regular basis; the articulation agreement is reviewed every three years to ensure that the language within it, is in-line with the state articulations and the language that is used in gold-standard articulation and that LTC and LSSC are currently at that three-year review period.

She stated that what appears to be a draft agreement in Tab 4, is not. The version presented is a copy reflecting the finalized language and there will not be any other changes made. She stated that the original agreement is currently with LSSC staff and will be going before the LSSC Board of Directors for approval tomorrow. Therefore, she is requesting approval of the agreement, as presented. ***M/S/P.**

RFA: 2026-2027 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. ***M/S/P.**

RFA: 2025-2026 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) *Executive Director's TNL Response/Benchmark Summary*
- b) *Climate Surveys - (Student, Instructional, and Staff)*
- c) *Spring OAC Information (Completion, Placement, Pass Rate)*
- d) *Board Assessment Survey Results/Executive Summary*

The district's Leadership Empowerment and Development System (LEADS) evaluation tool, for assessing Mrs. Thomas, is housed in a district on-line portal called True North Logic (TNL) and is designed for single evaluator entries. To provide an opportunity for each Board Member to separately evaluate Mrs. Thomas' work performance, each year, an internal survey, that matches the district's assessment criteria, is prepared and a link to that survey is provided to the Director Members to evaluate her work performance prior to the May Meeting. The TNL assessment criteria did not change from the 24-25 school year.

Along with the link, Board Members are provided a response/benchmark summary with Mrs. Thomas' responses (a), the LTC Climate Survey response results of Students, Faculty, and Staff (b); and, this year, a Spring OAC Information page (c) for reference as they evaluate.

Secretary, Mrs. Lana Payne, mentioned that the additional attachment c; is a “bragging-points” highlighting, among other things, LTC’s current Completion, Placement, and Pass percentage rates, and attachment d; which, reflected the individual responses from the Board of Directors compiled into a report so that, as a Board, Mrs. Thomas’ job performance results could be reviewed for approval of her request to receive a Highly Effective rating.

Mrs. Thomas added that this year, LTC had its, largest-ever, graduating class. Board Member, Mrs. Bonnie Onofre responded that she does not call the information on attachment c, “bragging-points”; rather, the “outcomes” of Mrs. Thomas’ leadership; and, as a Board, Members need to be mindful of that. Member, Mickey Gauldin agreed and stated that it is not bragging, if it is a fact. Mrs. Thomas thanked Members for those comments.

Six of seven Members responded to the assessment link and based on those responses, Director Members approved the request for a Highly Effective job performance rating, having demonstrated a Highly Effective job performance during the 2025-2026 School Year. ***M/S/P.**

2026-2027 LCS Annual Resolutions (Tab 7 and Tab 8) At the March 30, 2026 Meeting, a title change was approved for the Executive Director position; changing the job title from Executive Director to President in the 2026-2027 School year. The new title is reflected on the 2026-2027 Reappointment and Personnel Resolutions.

2026-2027 Lake County Schools Reappointment Resolution for Mrs. DeAnna Thomas, President of Lake Technical College (Tab 7) After review of the resolution, it was the consensus of the Board to reappoint Mrs. DeAnna Thomas, for the 2026-2027 School Year. ***M/S/P.**

2026-2027 Lake County Schools Personnel Resolution for Mrs. DeAnna Thomas, President of Lake Technical College (Tab 8) After review of the resolution, it was the consensus of the Board to reappoint Mrs. DeAnna Thomas to act on behalf of the Board for personnel-related transactions occurring in the 2026-2027 School Year. ***M/S/P.**

RFA: Building-1 Restroom Refresh (Tab 9) Executive Director, Thomas stated that in light of the healthy fund balance that was reported by Mrs. Jacobs during the budget report, there is a slight expense with this request. She stated that the building 2 renovation construction project is being funded by a state grant.

Unfortunately, in Building 1, the outdated original bathrooms; which, are operational; but terribly worn-out and outdated need to be addressed. She explained that these bathrooms are a visitor’s first impression when entering the front school lobby and in their current condition, they are not reflective of the excellence of the college; and, certainly are not reflective of the construction and upgrades being made across LTC’s campuses. Mrs. Thomas displayed photos of the current bathrooms to Members. During discussion, she stated that the original bathrooms need to be brought up-to-date.

She stated that because contractors are already coming in to work on the project in Building 2, there is an opportunity to be able to refresh Building 1 bathrooms. She stated that she does not have solid pricing to present at this time, and the amount listed on the RFA is on the high-end of costs; but she does not expect costs for the refresh to come in as high as the amount listed on the RFA. She said the amount will refresh two men’s and two women’s restrooms (four bathrooms) located off of the lobby areas in the first and second hallways of Building 1. She stated that these are the most utilized restrooms on the main college campus. She requested approval to proceed in upgrading these facilities. ***M/S/P.**

Board of Directors Annual Election: (Tab 10a, b, c)

a) *Appoint Board of Director Members for 2-year term (26-27 & 27-28)* The following Charter Board of Director Members agreed to serve another 2-year term. It was the consensus of the Board to Appoint them to a new two (2) -year term as Charter Board of Director Members. *M/S/P.

MEMBER 2-YEAR TERMS
Member, Mr. C. A. Vossberg
Member, Mr. Gerald Cobb
Member, Mr. Timothy Morris
Member, Mrs. Bonnie Onofre

b) *Reappointment of all Charter Board of Director Members for 2026-2027* It was the consensus of the Charter Board of Directors to reappoint all seven (7) Members of the Board for the 2026-2027 School Year. *M/S/P.

c) *Election of Board Chairperson and Vice-Chairperson for 2026-2027* It was the consensus of the Charter Board of Directors that Member, Chief Richard Keith continue serving as Chairperson and Member, Mr. C. A. Vossberg continue serving as Vice-Chairperson in the 2026-2027 School Year. *M/S/P.

RFA: 2026-2027 Board Officers Annual Election (President, Treasurer, and Secretary) (Tab 11)

A title change for the Executive Director position was approved at the March 30, 2026 Meeting and several LTC Professional Managerial position titles will change; all becoming effective July 1, 2026. The Assistant Director of Finance position will change to the Director of Finance-LTC and both new titles are reflected on the RFA for election of Board Officers (*President, Treasurer, and Secretary*) for the 2026-2027 School Year.

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 recommendation to reinstate and newly appoint for the 2026-2027 school year, the following:

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

*M/S/P.

BOARD CHAIRPERSON REPORT:

TAB 12: Governance Training Status:

- *Vice Chairperson, C.A. Vossberg completed 4-hour course on 04/08/26*

Chairperson Keith took the opportunity to thank Members, Mrs. Bonnie Onofre and Mr. Gerald Cobb for recently attending the pinning and capping ceremony for the nursing program. He stated that those ceremonies are very nice and touching ceremonies to attend. He also thanked Member, Gerald Cobb for joining him at the recent Graduation ceremonies held for the students of Lake Technical College’s Career-Technical Education (CTE) and Adult General Education (AGE) programs which were held on two separate dates; Thursday, May 14th @ 6:00 p.m. and Friday, May 15th 8:30 a.m. and 11:00 a.m. at the Everett A.

Kelly Convocation Center in Leesburg. He stated, as Mrs. Thomas mentioned previously, this was the largest group of graduates in the school's history and that number does not include students who graduated programs during the school year for programs such as EMT/Paramedic, Law Enforcement & Corrections that run on a completely different schedules and do not attend the end of the year graduation ceremonies.

Chairperson Keith mentioned, that when scheduling three different graduation ceremonies, it can be tough to find three separate key-note speakers; or to impose, on one person, to speak at all three ceremonies. He said, this year, rather than doing that; Mrs. Thomas had a video created with messages to the graduates from different Lake County dignitaries and local professionals. He directed Members to the Smart Board which displayed the video. Afterwards, he presented to Members, the single-page graduation ceremony pamphlet and explained that the new pamphlets contained a Quick Response (QR) code inside that when scanned, displayed a screen playing the traditional melody of Pomp and Circumstance with a list of the Student of the Year and the graduates names from each program/ceremony. He stated that these pamphlets replaced the multi-paged program booklets of the past and were placed in each student's chair and handed to family/guests as they entered the auditorium.

Mrs. Thomas stated that the digital version is very user friendly and helps staff keep information current; by making real-time edits if necessary.

EXECUTIVE DIRECTOR REPORT: Open discussion.

- Legislative updates – The budget is pending.
- Construction updates – All projects are doing very well; either on schedule or being completed ahead of schedule. None of the projects have gone over budget; and all programs are due to start in August.
- Grant updates – Spending the funding that has been received and continue to look for other grant funded opportunities.

UPCOMING EVENTS: *(non-action topics)*

- **May Campus Life Calendar**

DATE/TIME OF NEXT MEETING:

Remaining Meeting date for 2025-2026 school year:

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

- ***4th qtr. – Monday, June 22nd @ 4:30 p.m. End of Year Budget and Employee Updates***

Draft pre-schedule dates for 2026-2027 school year: *(discussion)*

- 1st qtr. – **Monday, September 14th or 21st, 2026 @ 4:30 p.m.** Regular & Annual Budget Meeting*
- 2nd qtr. – Monday, December 7, 2026 @ 4:30 p.m.
- 3rd qtr. – Monday, March 15, 2027 @ 4:30 p.m.
- 4th qtr. – Monday, May 24, 2027 @ 4:30 p.m.
- ***4th qtr. – Monday, June 21st or 28th, 2027 @ 4:30 p.m.** End of Year Budget and Employee Updates*
(Member preference)

ADJOURNMENT: The Meeting adjourned at 5:15 p.m.

Respectfully submitted,



Executive Director