

LAKE TECHNICAL COLLEGE
Board of Directors Meeting
June 22, 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 Vice-Chairperson, Mr. C.A. Vossberg

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

DIRECTOR MEMBERS NOT PRESENT:

Board Chairperson, City of Tavares Fire Chief, Richard Keith

Member, Mr. Tim Morris

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 MAY 18, 2026 MEETING (Tab 1) The Motion for approval of the Meeting Minutes of the May 18, 2026 Board Meeting was approved. ***M/S/P.**

PUBLIC COMMENT: None.

REPORTS: None.

UNFINISHED BUSINESS: None.

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

PERSONNEL: *(Main Campus & Institute of Public Safety ending 2025-2026 SY & beginning 2026-2027 SY)*
(Charter Board Approval supports quarterly turnover reported by LTC to LCS Human Resources)

2a: **Notice of Personnel Transaction, Appointment to 2nd Assignment, In-house Change Assignment - Full-time/Part-time 4531/4535:**

- **Teacher, Industrial Job Prep –**
 - Whalen, Tonia (143378) *effective 08/03/26 Notice of Personnel Transaction for 26-27*
 - Yates, Randy (125588) *effective 08/03/26 Notice of Personnel Transaction for 26-27*
- **Teacher, Industrial Job Prep –**
 - Austin, Nicole (149593) *effective 07/06/26 IHAC – Calendar increase from 206 to 226*
 - Koenig, Kenneth (149593) *effective 08/03/26 IHAC – Calendar decrease from 226 to 206*
- **Adult Ed PT Public Srvs (LE) –** Robles Montanez, Imer – (166547) *3rd PT assignment effective 06/15/26*

2b: **REQUEST TO HIRE Full-time/Part-time 4531/4535:** *(Ending 2025-2026 and Beginning 2026-2027 School Year) (some EIN and effective dates pending)*

Adult Ed PT Health (EMT/Paramedic) – (Main)

Burgess, Bo; Davis, Richard (172482) *effective 09/02/2026; Del Mazo, Nicholas* (172481) *effective 05/27/2026; Hernandez, Alejandro* (*pending*); **Pennardt, Andre** (172480) *effective 09/09/2026*

Adult Ed PT Health (EMT/Paramedic) *(36 hires for Sumter County location)*

Alvarez, Mark (172648) *effective 08/18/26; Brunson, Stephanie* (172603) *effective 07/28/26; Burgess, Bo* (172595) *effective 07/06/26; Chatfield Kevin* (172594) *effective 07/28/26; Crooks,*

Daniel (172592) *effective 08/11/26*; **Croom**, Jason (172642) *effective 08/18/26*; **Damien**, Cassandra (172641) *effective 08/11/26*; **Falck**, Jared (172649) *effective 07/28/26*; **Gaddy**, Tanner (172636) *effective 08/11/26*; **Gilbert**, Caleb (*pending*); **Goldenburg**, Robert (172645) *effective 09/11/26*; **Hanson**, Robert (125167) *effective 07/28/26*; **Hayasaka**, Daniel (*pending*); **Jacques**, Thomas (*pending*); **Johnston**, Hubert (*pending*); **Langley**, Adam (172606) *effective 08/11/26*; **McCall**, Wyatt (172640) *effective 08/11/26*; **McEntire**, Samantha (*pending*); **Mikel**, Brandon (*pending*); **Rankin**, Christopher (172598) *effective 07/07/2026*; **Rhoden**, Cody (172646) *effective 07/28/26*; **Tellini**, Jonathan (172632) *effective 08/18/26*; **Triana**, Christopher (168795) *effective 08/11/26*; **Vinyard**, William (172602) *effective 08/18/26*; **Wannen**, Kenneth (172639) *effective 07/28/26*; **Watts**, Kimberly (172638) *effective 07/28/26*; **Weaver**, Andrew (172605) *effective 07/28/26*; **Webster**, Jonathan (172685) *effective 08/24/26*; **Williamson**, Eric (172634) *effective 07/28/26*; **Zink**, Dalton (172630) *effective 07/28/26*;

- **Adult Ed PT Firefighting** – Allen, Blake (*pending*); Carpenter, Timothy (172504) *effective 07/01/26*; Kirshenbaum, Shad (172507) *effective 07/01/26*
- **Adult Ed PT Law Enforcement** – Gardiner, John (172502) *effective 07/01/2026*; Meyer, Philip (172501) *effective 07/01/2026*; Necco, Vincent (171064) *effective 07/01/2026*; Snyder, William (172505) *effective 07/01/2026*
- **Adult Ed PT Tech Trade (Cosmetology)** – Cothorn, Kaitlyn (172420) *effective 04/21/2026*
- **Financial Aid Specialist** – Boroujerdi, Jessica (172628) *effective 06/25/2026*
- **Executive Secretary (Health Sciences)** – Forman, Elis (172655) *effective 07/06/2026*
- **Career Advisor (Admissions)** – Rodriguez, Omar (172587) *effective 07/06/2026*

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

- **Student Recruiter/Campus-Life Coordinator** – Ramirez, Yliana (169994)
Not-Reappointed, end-date effective 06/30/26
- **Facilities Manager** – Miller Jr., Jack M (116328) *resignation effective 06/30/26*

2d: 2026-2027 Occupational Advisory Committee Members

2e: Non-cash Contributions (*4th quarter ending 25-26 School Year*)

***M/S/P.**

NEW BUSINESS: (*Tab 3 – 13*) (*action topics*)

2026-2027 Lake Technical College Program (LTC) Fee Schedules (Tab 3) President Thomas, stated that the Board approves the Fee Schedule annually. The fee schedule was prepared by Mrs. Samantha Hayes, Dean of Student Services, working under the direction of Vice-President of Academic Affairs, Mrs. Stephan who previously prepared the schedule. However, it is better aligned with Admissions and the Dean of Student Services role. This year, most fees remained the same as last school year, with the exception of a couple program fees that increased based on budgets (if supply fees increased). However, the majority of the budgets decreased. She said LTC tries to save money, where it can, for students and if the Board had any questions pertaining to specific charges, Mrs. Stephan and Mrs. Amy Dinella, Director of Finance were available to answer those questions.

President Thomas stated that LTC was in-line with; actually, very conservative, in some areas compared to other technical colleges across the state. Unfortunately, in areas such as manufacturing and welding; the price of steel and certain materials increased. She said it has been this way since 2020 when the COVID pandemic took place and prices never really decreased after that. Mrs. Thomas stated that unlike the state tuition fees, LTC sets these fees. However, the fees basically cover costs of the program; LTC does not profit from these fees. ***MSP**

RFA: 2026-2027 Charter Supplement – Eric Harper, Program Specialist Adult Prep (Tab 4)
*(Fire Academy Director and Emergency Medical Services/Paramedic Programs Director)**(Approval Required for LCS)* President Thomas stated that this stipend was instituted last school year when Mr. Harper, who had been the Programs Director of the EMT/Paramedic, became the Programs Director for both the EMT/Paramedic and the Firefighting Academy, following Chief Ron Williams retirement.

She reminded Members that the position is an instructional position; which, adheres to the Lake County Education Association (LCEA) Union contract and the 37.5 hour instructional work-week. However, in this role, President Thomas has internally assigned him to a 40-hour work-week. The monthly stipend, as outlined in the RFA, covers the difference in pay from a 37.5 hour work-week to a 40-hour work-week, at his current rate of pay for the upcoming school year. She stated that the amount reflected on the RFA has increased from last school year, because all tenured LCS instructors received an hourly-rate increase for the 2026-2027 school year. There was no further discussion. ***MSP**

2026-2027 Lake County School Board – Lake Technical College Dual Enrollment Agreement (Tab 5) President Thomas stated that the agreement is set by the state and is a template that LTC must follow, based on what the state allows for career dual-enrollment students. This year, there was no statutory changes between LCS and LTC; only minimal changes to titles and current information. However, the contract must be renewed annually. ***MSP**

(Regarding Tabs 6 & 7) President Thomas, stated that she will address the details about both tabs 6 and 7 together; however, the Board will need to act on each tab separately following discussion. She reminded Members, that at a previous Meeting, when approving several, similar-type contracts; it was suggested to bring the contracts forth one time a year, to the Board for approval. She stated that LTC must use the state template, and must complete a contract for each particular student. President Thomas stated that at this time, there are no 2026-2027 private school or home-school agreements completed; Admissions is working on those now, as part of enrollment; and, they will come before the Board at a later Meeting. For today, she is requesting approval of the finalized templates for use throughout the school year.

2026-2027 Home School Education CDE agreement *(template to apply signature during SY)*
(Tab 6) *MSP

2026-2027 Lake Technical College – Private School Articulation Agreement
(template to apply signature during SY) **(Tab 7) *MSP**

Following approval, President Thomas mentioned that she will be happy to report the number of student contracts processed each quarter, if the Board is interested in seeing those statistics. She stated that typically there are approximately 100 – 110 career-dual enrollments; and, approximately 12 home-school students annually.

2026-2027 Hutto Enterprises, Inc. Agreement (Tab 8) President Thomas, stated that when the custodian workforce was reduced, many years ago, LTC began using Hutto Enterprises, and this company has done a great job for LTC. She stated that there was no increase this school year; however, Members will notice an increased amount due to the extra square footage at the Institute of Public Safety (IPS) which will be included in the facilities cleaning for 2026-2027 forward and the same costs for all other areas such as, the main campus and City of Tavares Transportation Hub. ***MSP**

2026-2027 South Lake Facilities Extension Agreement between Lake Technical College and Lake-Sumter State College (LSSC, Clermont) (Tab 9) President Thomas, stated that there are no changes to the 2026-2027 facilities agreement. The agreement is in place for LTC to be able to use the college's South Lake campus to offer Practical Nursing, Paramedic, and Adult Education classes. In the 2026-2027 school year, the Paramedic and Adult Education programs will be moving to the new LTC South campus. However, the Practical Nursing program will remain at the LSSC Clermont campus. She stated

that the majority of the Practical Nursing students do continue on to the Registered Nursing program; whether they do this through the bridge between LTC and LSSC or at another college; it is a way to start working and continue to gain skills as they continue their education. ***MSP**

RFA Establishing LTC South June 22, 2026 (Tab 10) President Thomas stated that, in theory, Lake Tech established the new facility when grant funding was accepted to build in Clermont; however, this is an official document that is needed by the accreditation body, Council on Occupational Education (COE), to establish LTC at that location. She requested formal approval from the Board. ***MSP**

Vice-Chairman, C.A. Vossberg stated that finalization of this project has been a long-time coming. President Thomas mentioned that she will be doing a final walk-through on Wednesday, this week. She stated that she is waiting to schedule a delivery date to have furniture delivered and getting equipment there to be able to schedule a community open-house and ribbon cutting ceremony. She stated that she will communicate that information to the Board once she knows.

2026-2027 Charter Renewal - Letter of Intent (Tab 11) President Thomas, stated that one of the first things she did as the new Executive Director is complete the schools charter renewal. It is, again, time for LTC to renew its charter. She explained that charter, post-secondary schools, by state statute, have a five-year period between charter renewal; and, K-12 High Performing, have a fifteen-year period. She said during the past five-years, she and the Charter Office have worked hard to tweak the annual charter monitoring tool to make it more in alignment with the college as a post-secondary institution, and she is happy to report that she met with LCS staff last week and they are following a similar process with the colleges charter renewal. It will align more with the COE requirements. She stated that, previously, Board Members had to attend a Board Workshop at the district as part of the renewal process. However, this time, there will not be a Board Workshop. Once the process is completed, it will be brought to the Board for approval and the districts meeting with Charter Board Members will be virtual; whether Members join up at LTC; or on their own, virtually. The dates are still to be determined.

She said the district staff will be coming in October; normally the visit is in March. They visited this past March and there were no finding and LTC had a successful monitoring visit. This will allow the attorney's time to work on the legal documentation in the Fall, and by July 2027, the five-year renewal contract will be finalized. A Memo of Understanding will be written to include the new Lake Tech South campus in Clermont. Members were in agreement to renew the Charter Contract for a new five-year period. ***MSP**

RFA: Report on Salary (President's update) (Tab 12) President Thomas reported on salaries for the 2026 – 2027 fiscal year. As the Request for Approval described; in accordance with the directive from the LTC Board of Directors, an annual review of employee salary status has been conducted.

- **2025-26 Instructional employees** received a salary increase of \$400 for employees rated *Highly Effective* and \$300 for employees rated *Effective* (excluding performance-based pay). Performance-based pay awards were \$800 for *Highly Effective* and \$600 for *Effective* employees. These adjustments were determined by the district in coordination with collective bargaining agreements. In addition, instructors holding a master's degree received a \$500 salary supplement.
- **2025-26 Classified employees** received an index step increase ranging from 1% to 1.5%, along with a one-time bonus equal to their new daily rate of pay. These adjustments were negotiated between the district and the bargaining unit and were also extended to non-bargaining employees.
- **2025-26 Professional Managerial and Administrative** did not receive a salary increase.

The projected national Cost of Living Adjustment (COLA) for 2026 is approximately 2.8%. In consideration of the compensation adjustments provided to instructional and classified employees during the previous

fiscal year, the President recommends a 1% salary increase for all Professional/Managerial, and Administrative employees effective for the 2026–2027 fiscal year; ten employees totaling \$8,634. *MSP

RFA: Operations Performance – Leadership (*President's update*) (*Tab 13*) President Thomas reported on Operational Performance Award. LTC currently employs eight operational leadership managers and administrators, excluding the President, who are classified as exempt employees. As exempt staff, these individuals are not eligible for overtime compensation and often work beyond their regular schedules to meet the needs of the institution.

During the 2025–2026 fiscal year, these leaders have consistently demonstrated exceptional commitment by assuming additional responsibilities, managing significant project workloads, and dedicating substantial time beyond their normal work hours to support college operations, strategic initiatives, and institutional growth. Their efforts have been instrumental in maintaining organizational effectiveness and advancing key priorities across the college.

In recognition of these contributions, the President recommends the implementation of a one-time Operational Performance Award, modeled after the instructional performance pay structure. Awards would be based on annual evaluation ratings as follows:

- Highly Effective: 5% of base salary
- Effective: 2.5% of base salary

This award is intended as a one-time performance recognition for the 2025–2026 fiscal year and does not constitute a permanent salary increase or adjustment to future compensation.

The fiscal impact will be a minimum \$20,857 maximum \$41,714; and the amount increase if the President is included at the same percentage in the approval with the other employees.

IT WAS THE CONSENSUS OF THE CHARTER BOARD OF DIRECTORS TO APPROVE OPTION TWO WHICH INCLUDES THE PRESIDENT.

Board Member, Bonnie Onofre questioned if the amount indicated on the RFA is included in budget. Mrs. Thomas stated that it is not budgeted purposefully; and she begins checking budget status in March to confirm ahead of the budget meeting as to whether or not there are funds to cover the amount being requested. Once confirmed, she will bring this request to the Board for approval.

She stated that, in the past, there have been years when the budget is lean. She said if LTC was losing employees due to budget reduction, she could not in good faith, bring a request like this before the Board requesting approval. However, there are funds to cover this request and because these individuals go above and beyond their job responsibilities; and, when there are funds available; performance award is well-deserved.

Member, Bonnie Onofre stated that she is in favor of this request because the quality of the programs speaks for themselves. *MSP

BOARD CHAIRPERSON REPORT: None.

PRESIDENT'S REPORT: (*non-action topics*)

- **Construction updates** – As soon as she has dates for the open house, she will notify the Board. The IPS expansion project is expected to be completed by the second or third week of July. The EMT/Paramedic program will be moving to and a ribbon cutting will be scheduled for that opening as well. Also, on the main campus renovation is expected to be completed around the same time.

Soon the design of phase II at Lake Tech South will begin. She stated that the names of the Charter Board of Directors will be applied to plaques for these building completions.

- **Grants** – President Thomas is working on another grant for additional funding to be awarded for the Manufacturing program. She said LTC continues to grow, classes are full, and our faculty and staff want to continue serving the community.
- **Occupational Advisory Fall Reception** – The date of the Fall Occupational Advisory Committee Reception, at the Main Campus, is pending. This year, the Commercial Foods and Culinary Arts program's accreditation body will be visiting later in the Fall; instructors will be coordinating the reception date with the school visit. But, with the accreditation visit along with the school's 60th year celebration; the reception is expected to be over the top; don't miss it!

UPCOMING EVENTS: *(non-action topics)*

DATE/TIME OF NEXT MEETING:

Draft pre-schedule dates for 2026-2027 school year:

- 1st qtr. – Monday, September 28th @ 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 @ 4:30 p.m. End of Year Budget & Employee Updates*

ADJOURNMENT: The Meeting adjourned at 5:20 p.m.

Respectfully submitted,



DeAnna Thomas