

**LAKE TECHNICAL COLLEGE  
Board of Directors Meeting  
March 17, 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:** Scholarship Update – Senior Administrator, Kimberly Frazier

**TAB 1:** Approval of the Minutes of the December 9, 2024 Board Meeting.....Chairperson

**PUBLIC COMMENT:** None.

**REPORTS:** None.

**UNFINISHED BUSINESS:** None.

**TAB 2:** CONSENT AGENDA (*Tabs 2 – a -d): (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:

**2b:** REQUEST TO HIRE:

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

**2d:** Non-Cash Contributions (*3rd quarter reports*)

**NEW BUSINESS:** (*Tabs 3 – 5*)

**TAB 3** At-A-Glance Budget Summary (*Review; no action required*)

**TAB 4:** 2025-2026 Calendars (*LCS Payroll Requires Approval*)

- LTC Student (*1162.5 Hour*)
- 206- day LTC Faculty/Staff (*201 Days, plus 5 Paid Holidays*)
- 247- day LTC Faculty/Staff (*242 Days, plus 5 Paid Holidays*)

**TAB 5:** Telecommunications Training Agreement between Lake Technical College and Lake County Sheriff's Office

**TAB 6:** RFA: Program Director Charter Supplement – Eric Harper, Program Specialist Adult Prep (*Fire Academy Director and Emergency Medical Services/Paramedic Programs Director*)  
(*Approval Required for LCS*)

**TAB 7:** RFA: Program Director Charter Supplement – Jessica Valente, Program Specialist Adult Prep (*Health Science Programs Coordinator*) (*Approval Required for LCS*)

**BOARD CHAIRPERSON REPORT:** Open discussion.

Reminder: Governance Training Status (*2-hour refresher course due June 2025*)

- Member, Timothy Morris 06/03/25
- Member, Gerald Cobb expires 06/29/25

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

**EXECUTIVE DIRECTOR REPORT:** Open discussion.

- Legislative updates
- Construction updates
- Grant updates

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

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

- Licensed Practical Nurse (South Lake) Capping and Pinning Ceremony – 03/25/25 @ 6:00 p.m. @  
Living Hope Church @ Wesley Center, 950 7<sup>th</sup> St., Clermont, FL 34711

**DATE/TIME OF NEXT MEETING:**

**Pre-schedule dates for 2024-2025 school year:**

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

- 4<sup>th</sup> qtr. – Monday, May 19, 2025 @ 4:30 p.m.\*
- \*4<sup>th</sup> qtr. – Monday, June 9, 2025 @ 4:30 p.m. End of Year Budget and Employee Updates\*

**ADJOURNMENT:**