



INDIAN RIVER
STATE COLLEGE

DISTRICT BOARD OF TRUSTEES

SUMMARY OF ITEM FOR
ACTION

TOPIC: Academic Affairs & Charter Schools Governance Committee Meeting Report

REGULAR AGENDA OR COMMITTEE: Regular Agenda

SUBMITTED FOR: ☒ ACTION/VOTE
☐ INFORMATION
☐ DISCUSSION

SUMMARY:

Report on the Academic Affairs & Charter Schools Governance Committee Meeting held earlier in the day.

ALTERNATIVE(S):

FISCAL IMPACT:

PRESIDENT'S RECOMMENDATION:

COMMITTEE RECOMMENDATION: Milo Thornton

DATE: 10/03/24

BOARD ACTION: Approved

DATE: 10/22/24

**ACADEMIC AFFAIRS &
CHARTER SCHOOLS GOVERNANCE
COMMITTEE MEETING
MINUTES**

Members Present: Milo Thornton, presiding; Susie Caron, Jose Conrado, Tony George, Melissa Kindell, Christa Luna, Dr. Tim Moore, Dr. Heather Belmont, Dr. Stephanie Etter, Dr. Leslie Judd, Lisa Davenport, Melany Crawford & Suzanne Parsons, recording

Absent: Vicki Davis & Brant Schirard

Others Present: Tony Quinn, Michael Hageloh, Dr. Angela Browning, Emily Mass, Hans Sorensen, Wes Bertch, Michael Reynolds, Jared Queen, Patty Gagliano, Maygan Johnson, Annabel Robertson, and Edith Pacacha

Milo Thornton called the meeting to order.

Dr. Heather Belmont requested postponing the request for approval for the Academic Year 2025-26 General Education Course Review due to the delay in the state providing us with the correct information.

On a motion made by Tony George, seconded by Susie Caron and passed by the Committee, the request for approval for the Academic Year 2025-26 General Education Course Review was postponed due to the delay in the state providing us with the correct information.

Dr. Leslie Judd presented to the Committee, for its approval, the Clark Advanced Learning Center's Fiscal Year 2024 Fourth Quarter Operating Budget Amendment Number 4.

On a motion made by Melissa Kindell, seconded by Jose Conrado, and passed by the Committee, the Clark Advanced Learning Center's Fiscal Year 2024 Fourth Quarter Operating Budget Amendment Number 4 was approved.

Dr. Leslie Judd presented to the Committee, for its approval, the Classroom Teacher and Other Instructional Salary Allocation for Clark Advanced Learning Center and Indiantown High School.

On a motion made by Melissa Kindell, seconded by Tony George, and passed by the Committee, the Classroom Teacher and Other Instructional Salary Allocations for Clark Advanced Learning Center and Indiantown High School were approved.

Dr. Leslie Judd and Lisa Davenport presented to the Committee, for its information, the Fiscal Year 2024 Fourth Quarter Operating and Capital Revenue and Expense Summary for the Clark Advanced Learning Center and Indiantown High School.

Lisa Davenport presented to the Committee, for its information, the Indiantown High School Out of Field Notification to Martin County School District.

There being no further business, the meeting was adjourned at 10:45 AM.



**District Board of Trustees
Academic Affairs & Charter Schools
Governance Committee Meeting
Indian River State College – Massey Campus
Ben L. Bryan Administration Building, Room A301
3209 Virginia Avenue, Fort Pierce, FL 34981**

October 22, 2024

AGENDA

-
1. Call to Order – *Milo Thornton, Chair*
 2. Request approval for the Academic Year 2025-26 General Education Course Review – *Dr. Heather Belmont*
 3. Request approval for the Clark Advanced Learning Center’s Fiscal Year 2024 Fourth Quarter Operating Budget Amendment Number 4 - *Dr. Stephanie Etter, Dr. Leslie Judd*
 4. Request approval for the Classroom Teacher and Other Instructional Salary Allocation for Clark Advanced Learning Center and Indiantown High School – *Dr. Stephanie Etter, Dr. Leslie Judd, Lisa Davenport*
 5. Fiscal Year 2024 Fourth Quarter Operating and Capital Revenue and Expense Summary – *Dr. Stephanie Etter, Dr. Leslie Judd, Lisa Davenport (Information only)*
 - a. Clark Advanced Learning Center
 - b. Indiantown High School
 6. Indiantown High School Out of Field Notification to Martin County School District – *Dr. Stephanie Etter (Information Only)*
 7. Adjourn



INDIAN RIVER
STATE COLLEGE

DISTRICT BOARD OF TRUSTEES

SUMMARY OF ITEM FOR
ACTION

TOPIC: Academic Year 2025/26 General Education Course Review

REGULAR AGENDA OR COMMITTEE: Academic Affairs & Charter School Governance Committee

SUBMITTED FOR: ☒ ACTION/VOTE
☐ INFORMATION
☐ DISCUSSION

SUMMARY:

Each college Board of Trustees must 1) review and approve the general education Excel spreadsheet provided by the Office of K-20 Articulation and 2) review and approve new courses or changes to general education in the Statewide Course Numbering System (SCNS) to ensure that the college's general education course options are compliant with sections 1007.24, 1007.25, and 1007.55 Florida Statutes.

ALTERNATIVE(S): Not review and approve the attached documents

FOR CONTRACTS:

1. TERM:

2. FISCAL IMPACT: No fiscal impact

3. TERMINATION TERMS:

PRESIDENT'S RECOMMENDATION: Recommend approval

**Postponed until information received from the State.

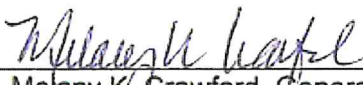
SUBMITTED BY: Dr. Heather Belmont

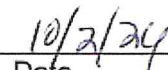
DATE: 10/3/24

BOARD ACTION: Postponed - No Action Taken

DATE: 10/22/24

Approved as to legal form;


Melany K. Crawford, General Counsel


Date



INDIAN RIVER
STATE COLLEGE

DISTRICT BOARD OF TRUSTEES

SUMMARY OF ITEM FOR
ACTION

TOPIC: Clark Advanced Learning Center's Fiscal Year 2024 Fourth Quarter Operating Budget Amendment Number 4

REGULAR AGENDA OR COMMITTEE: Academic Affairs & Charter Schools Governance Committee

SUBMITTED FOR: X ACTION/VOTE
 INFORMATION
 DISCUSSION

SUMMARY:

Operating Budget Amendment Number 4 – To reallocate funds in the amount of \$66,580 to specific line items due to operational changes.

ALTERNATIVE(S): N/A

FISCAL IMPACT:

Reallocation of budget in the amount of 66,580 for specific expenses due to operational changes.

FOR CONTRACTS: N/A

1. TERM:

2. FISCAL IMPACT:

3. TERMINATION TERMS:

PRESIDENT'S RECOMMENDATION: Recommend for approval

SUBMITTED BY: Stephanie Etter, PhD / Leslie Judd, Ph.D.

DATE: 10/22/24

BOARD ACTION: Approved

DATE: 10/22/24

Approved as to legal form; _____
Melany K. Crawford, General Counsel

Date: _____

BUDGET AMENDMENT REQUEST
CLARK ADVANCED LEARNING CENTER CHARTER HIGH SCHOOL
at Indian River State College

Amendment Number: 4

Fiscal Year: 2023-2024

The District Board of Trustees of Indian River State College hereby approves the amendments to the Clark Advanced Learning Center budget for the fiscal year as follows:

Fund Name: Clark Advanced Learning Center - Current Fund - Restricted

Fund Number: Two

	Original Budget	Prior Budget Amendments	Budget	Current Budget Increase	Current Budget Decrease	Current Budget
Beginning Fund Balance	\$ 367,837	\$ 2,426,260	\$ 2,794,097	\$ -	\$ -	\$ 2,794,097
Revenues (Detail Attached)	2,063,521	-	2,063,521	-	-	2,063,521
Total to be Accounted for	<u>\$ 2,431,358</u>	<u>\$ 2,426,260</u>	<u>\$ 4,857,618</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 4,857,618</u>
Personnel Expenses (Detail Attached)	\$ 1,693,358	\$ -	\$ 1,693,358	\$ 18,757	\$ -	\$ 1,712,115
Books, Categoricals, and Services (Detail Attached)	537,369	95,000	632,369	39,925	-	672,294
Facilities, Capital, and Contingency (Detail Attached)	200,631	174,726	375,357	7,898	66,580	316,675
Ending Fund Balance	<u>-</u>	<u>2,156,534</u>	<u>2,156,534</u>	<u>-</u>	<u>-</u>	<u>2,156,534</u>
Total to be Accounted for	<u>\$ 2,431,358</u>	<u>\$ 2,426,260</u>	<u>\$ 4,857,618</u>	<u>\$ 66,580</u>	<u>\$ 66,580</u>	<u>\$ 4,857,618</u>

Justification: To reallocate funds from fund balance due to changes in operational needs.

Certified: 
President

Date: October 22, 2024

**Clark Advanced Learning Center Charter High School
at Indian River State College
Budget Amendment Number 4 - Detail
For the 2023-2024 Fiscal Year**

	Original Budget	Prior Budget Amendments	Budget	Current Budget Amendment		Current Budget
Revenues				Increase	Decrease	
State FEFP and Local Funding	\$ 2,018,521	\$ (80,000)	\$ 1,938,521	\$ -	\$ -	\$ 1,938,521
State Categorical funding	-	80,000	80,000	-	-	80,000
IRSC Operating Costs for CLARK	-	-	-	-	-	-
Interest and Other Income	45,000	-	45,000	-	-	45,000
Total Revenues	\$ 2,063,521	\$ -	\$ 2,063,521	\$ -	\$ -	\$ 2,063,521
Budgeted Fund Balance Reserves for Operating Expenses	\$ 367,837	\$ 2,426,260	\$ 2,794,097			\$ 2,794,097
Total Revenues and Fund Balance Reserves	\$ 2,431,358	\$ 2,426,260	\$ 4,857,618	\$ -	\$ -	\$ 4,857,618
Expenses						
Personnel						
Salaries	\$ 1,263,486	\$ -	\$ 1,263,486	\$ -	\$ -	\$ 1,263,486
Benefits	429,872	-	429,872	18,757	-	448,629
Total Personnel	\$ 1,693,358	\$ -	\$ 1,693,358	\$ 18,757	\$ -	\$ 1,712,115
Books, Supplies & Curriculum Development						
Instructional Materials and Supplies	\$ 92,057	\$ -	\$ 92,057	\$ -		\$ 92,057
Instructional Support - Dual Enrollment Tuition	260,000	-	260,000	-	-	260,000
Total Books, Supplies & Curriculum Development	\$ 352,057	\$ -	\$ 352,057	\$ -	\$ -	\$ 352,057
Categoricals						
Transportation	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ 50,000
Instructional Materials	-	30,000	30,000	-	-	30,000
Dual Enrollment Instructional Materials	-	-	-	-	-	-
Total Categoricals	\$ -	\$ 80,000	\$ 80,000	\$ -	\$ -	\$ 80,000
Transportation, Services, Insurance & Development						
Transportation	\$ 33,092	\$ -	\$ 33,092	\$ 15,816	\$ -	\$ 48,908
Services	38,700	15,000	53,700	23,891	-	77,591
Insurance	60,000	-	60,000	-	-	60,000
Professional Development	14,400	-	14,400	-	-	14,400
Administrative Fee	39,120	-	39,120	218	-	39,338
Total Services, Insurance & Development	\$ 185,312	\$ 15,000	\$ 200,312	\$ 39,925	\$ -	\$ 240,237
Facilities, Capital & Contingency						
Facility Maintenance & Utilities	\$ 81,651	\$ -	\$ 81,651	\$ 7,898	\$ -	\$ 89,549
Technology, Equipment, and Repairs	92,000	174,726	266,726		66,580	200,146
Contingency	26,980	-	26,980	-	-	26,980
Total Facilities, Capital & Contingency	\$ 200,631	\$ 174,726	\$ 375,357	\$ 7,898	\$ 66,580	\$ 316,675
Total Expenses	\$ 2,431,358	\$ 269,726	\$ 2,701,084	\$ 66,580	\$ 66,580	\$ 2,701,084



INDIAN RIVER
STATE COLLEGE

DISTRICT BOARD OF TRUSTEES

SUMMARY OF ITEM FOR
ACTION

TOPIC: Classroom Teacher and Other Instructional Salary Allocation

- Clark Advanced Learning Center
- Indiantown High School

REGULAR AGENDA OR COMMITTEE: Academic Affairs & Charter Schools Governance Committee

SUBMITTED FOR: X ACTION/VOTE
 INFORMATION
 DISCUSSION

SUMMARY: Salary increases for classroom teachers and other instructional personnel are guided by the legislature and funding is appropriated in the Florida Education Finance Program (FEFP). Submitted for approval is the spending plan for distribution of state-funded salary increases in K-12. This plan is subsequently due to MCS D for State reporting. Teachers and other instructional personnel at Clark Advanced Learning Center and Indiantown High School are only slated to receive the state mandated raises and bonuses and have not received other College pay increases.

Background: Starting in fiscal year 2020-2021 the state legislature appropriated dollars for the Teacher Salary Increase Allocation (TSIA) in the Florida Education Finance Program (FEFP). From these funds, 80 percent of the allocation was to be used to increase the minimum base salary for all full-time classroom teachers, as defined in section (s.) 1012.01(2). Florida Statutes (F.S.).

In subsequent years, FEFP included funding for salary increases and allocated funding for maintenance of salary increases provided in the previous years. Pursuant to s. 1011.62(14)(b)4., F.S., school districts and charter schools may not reduce the salary increases provided in any subsequent fiscal year unless specifically authorized in the General Appropriations Act. In the 2023-24 fiscal year, the legislature removed the TSIA as a separate categorical within the FEFP and incorporated these funds into the Base Funding Allocation. The funding was not removed; rather, the Base Funding Allocation was increased to include additional funding for the Classroom Teacher and Other Instructional Personnel Salary Increase Allocation.

For the 2024-25 fiscal year, the FEFP includes funding for the Classroom Teacher and Other Instructional Personnel Salary increase Allocation. Of that funding, 5.59 percent is allocated to maintain the salary increases provided in previous years. The remaining 1.07 percent is provided for salary increases in the 2024-25 year.

ALTERNATIVE(S): There is no alternative. We are required to use the attached templates for the submission of the statutorily required distribution plans. Delay of this submission to the School District may result in a request for leadership to attend a State Board of Education meeting to explain the delay.

FISCAL IMPACT: Fiscal impact is net zero as funds available from the growth allocation and remaining maintenance allocation cover this increase. The allocation provided for increasing base salaries for Teacher and Other Instructional personnel equates to salary increases as follows:

- Clark Advanced Learning Center: \$2,276
- Indiantown High School: \$1,724

FOR CONTRACTS: N/A

1. **TERM:**
2. **FISCAL IMPACT:**
3. **TERMINATION TERMS:**

PRESIDENT’S RECOMMENDATION: Recommend for approval

SUBMITTED BY: Dr. Stephanie Etter / Dr. Heather Belmont

DATE: 10/03/2024

BOARD ACTION: Approved

DATE: 10/22/24

Approved as to legal form; _____
Melany K. Crawford, General Counsel

Date: _____

**2024-25 SALARY INCREASE ALLOCATION
CHARTER DISTRIBUTION PLAN
DUE OCTOBER 1, 2024**

This file is a template to assist school districts with providing the necessary Salary Increase Allocation information to the department to comply with section 1011.62, Florida Statutes. Please review the Frequently Asked Questions provided with the department's 2024-25 Salary Increase Allocation memorandum for additional information on the administration of these funds.

All charter schools are required to submit this template. Please see FAQ Q21 regarding receiving the growth allocation from the district. The following instructions will help you complete this requirement.

1. Complete the following table:

Sponsoring District Name (choose from drop-down menu)

Martin

Charter School Name

Clark Advanced Learning Center

Charter School Number (ex. 1234)

400

Grouped Charter School Numbers

(Do not enter names. Enter school numbers only and separate multiple numbers with commas. Do not fill this box in if this plan is for one school only.)

Contact Name:

Leslie Judd

Contact Phone:

772-419-5751

Contact Email:

ljudd@irsc.edu

Does this file represent a board-approved plan?

No

2. Navigate to the "Charter Plan" tab of this workbook. Enter data where indicated by colored cells. Once this has been completed, review the error report in Section D and ensure that the last item shows a "Yes" before moving on.

3. Charter schools should submit their distribution plans directly to their sponsoring school district.

2024-25 SALARY INCREASE ALLOCATION CHARTER DISTRIBUTION PLAN TEMPLATE DUE OCTOBER 1, 2024	
<p>Instructions: Use this template <u>only</u> if you are submitting a plan for a charter school. School districts should use the district-specific template. Complete the following sections in order, then review the error report at the end of the survey. DO NOT modify this template. Enter data as directed, as any modification will result in the need for a resubmission. Boxes with this color indicate that data should be entered. Do not modify other cells.</p>	
Sponsoring District Name (From the Charter Plan Tab)	Martin
Charter School Number	400
Charter School Name	Advanced Learning Center
SECTION A - Allocation Data	
A1 Charter proportionate share of the Maintenance Allocation	\$73,357
A2 Charter proportionate share of the Growth Allocation	\$14,041
A3 Charter proportionate share of the Salary Increase Allocation from 2024-25 FEFP Conference Calculation	\$87,398
A4 Additional funding used for increases to the minimum base in the current year (do not include these expenses below)	\$0
<p>SECTION B - Maintenance Allocation: Used to maintain the salary increases provided through Salary Increase Allocation in previous fiscal years. If the cost to maintain these increases is greater than the charter's Maintenance Allocation, other funding sources must be used to cover this difference. If the cost to maintain these increases is less than the charter's Maintenance Allocation, the remaining funds will be combined with the charter's Growth Allocation. See FAQs Q1 through Q4.</p>	
B1 Funds available for the maintenance of prior year Teacher Salary Increase Allocation increases	\$73,357
B2 Total cost to maintain the salary increases provided through the Salary Increase Allocation in previous years (enter the total cost here, even if it exceeds the allocation)	\$62,353
B3 Funds remaining from the charter's share of the 2024-25 Maintenance Allocation	\$11,004
<p>SECTION C - Growth Allocation: Used to either (a) increase the minimum base salary reported on the charter school's performance salary schedule, as defined in section 1012.22(1)(c), F.S., to at least \$47,500 or the maximum amount achievable based on the amount the 1.07 percent generates, and/or (b) provide salary increases to other full-time instructional personnel as defined in section 1012.01(2)(a)-(d), F.S. See FAQs Q5 through Q7.</p>	
C1 Funds available from the growth allocation and remaining maintenance allocation (A2+B2)	\$25,045
C2 2023-24 minimum base salary for teachers as defined in s. 1012.01(2)(a), F.S., including certified prekindergarten teachers funded in the 2023-24 FEFP	\$52,000
C3 Adjusted minimum base salary for 2024-25 for teachers as defined in s. 1012.01(2)(a), F.S., per implementation of the Salary Increase Allocation and any additional funding sources used	\$54,276
C4 Increase in the minimum base salary as a result of the Salary Increase Allocation (Item C4 minus Item C3)	\$2,276
C5 Total planned expenditure of funds used to increase salaries for full-time classroom teachers to the minimum base salary listed in item C3, if applicable. (Example: One teacher receives \$5,000 increase + two teachers receive \$3,000 increase each = \$11,000).	\$0
C6 Total planned expenditure of funds used to provide salary increases to full-time classroom teachers who do not fall under item C5. (Example: One teacher receives \$4,000 increase + two teachers receive \$1,000 increase each = \$6,000)	\$20,493
C7 Total planned expenditures of funds used to increase full-time instructional personnel as defined by s. 1012.01(2)(b)-(d), F.S. (Example: One staff receives \$5,000 increase + two staff receive \$1,500 increase each = \$8,000)	\$4,552
C8 Total dollar amount of unused funds (Item C1 minus Item C5, C6 and C7). This cell should be zero.	\$0
<p>Section D - Error Report: The following items will indicate whether there is an error with the data entered on the report or if some data should be verified for accuracy. Do not submit this report unless item D3 in this section is marked YES.</p>	
D1 Data entered in all fields (if "No", verify that all orange boxes contain data, even if 0)	Yes
D2 The minimum base salary is greater than or equal to the previous year (if "No", please correct, as the minimum base cannot be lower than what was established in the previous year)	Yes
D3 2024-25 Salary Increase Allocation Distribution Plan ready to submit?	Yes

**2024-25 SALARY INCREASE ALLOCATION
CHARTER DISTRIBUTION PLAN
DUE OCTOBER 1, 2024**

This file is a template to assist school districts with providing the necessary Salary Increase Allocation information to the department to comply with section 1011.62, Florida Statutes. Please review the Frequently Asked Questions provided with the department's 2024-25 Salary Increase Allocation memorandum for additional information on the administration of these funds.

All charter schools are required to submit this template. Please see FAQ Q21 regarding receiving the growth allocation from the district. The following instructions will help you complete this requirement.

1. Complete the following table:

Sponsoring District Name (choose from drop-down menu)

Martin

Charter School Name

Indiantown High School

Charter School Number (ex. 1234)

231

Grouped Charter School Numbers

(Do not enter names. Enter school numbers only and separate multiple numbers with commas. Do not fill this box in if this plan is for one school only.)

Contact Name:

Lisa Davenport

Contact Phone:

772-619-1100

Contact Email:

ldavenport@irsc.edu

Does this file represent a board-approved plan?

2. Navigate to the "Charter Plan" tab of this workbook. Enter data where indicated by colored cells. Once this has been completed, review the error report in Section D and ensure that the last item shows a "Yes" before moving on.

3. Charter schools should submit their distribution plans directly to their sponsoring school district.

2024-25 SALARY INCREASE ALLOCATION CHARTER DISTRIBUTION PLAN TEMPLATE DUE OCTOBER 1, 2024	
<p>Instructions: Use this template <u>only</u> if you are submitting a plan for a charter school. School districts should use the district-specific template. Complete the following sections in order, then review the error report at the end of the survey. <u>DO NOT</u> modify this template. Enter data as directed, as any modification will result in the need for a resubmission.</p> <p>Boxes with this color indicate that data should be entered. Do not modify other cells.</p>	
Sponsoring District Name (From the Charter Plan Tab)	Martin County Schools
Charter School Number	231
Charter School Name	Indiantown High School
SECTION A - Allocation Data	
A1 Charter proportionate share of the Maintenance Allocation	\$22,386
A2 Charter proportionate share of the Growth Allocation	\$4,285
A3 Charter proportionate share of the Salary Increase Allocation from 2024-25 FEFP Conference Calculation	\$26,671
A4 Additional funding used for increases to the minimum base in the current year (do not include these expenses below)	\$0
<p>SECTION B - Maintenance Allocation: Used to maintain the salary increases provided through Salary Increase Allocation in previous fiscal years. If the cost to maintain these increases is greater than the charter's Maintenance Allocation, other funding sources must be used to cover this difference. If the cost to maintain these increases is less than the charter's Maintenance Allocation, the remaining funds will be combined with the charter's Growth Allocation. See FAQs Q1 through Q4.</p>	
B1 Funds available for the maintenance of prior year Teacher Salary Increase Allocation increases	\$22,386
B2 Total cost to maintain the salary increases provided through the Salary Increase Allocation in previous years (enter the total cost here, even if it exceeds the allocation)	\$7,704
B3 Funds remaining from the charter's share of the 2024-25 Maintenance Allocation	\$14,682
<p>SECTION C - Growth Allocation: Used to either (a) increase the minimum base salary reported on the charter school's performance salary schedule, as defined in section 1012.22(1)(c), F.S., to at least \$47,500 or the maximum amount achievable based on the amount the 1.07 percent generates, and/or (b) provide salary increases to other full-time instructional personnel as defined in section 1012.01(2)(a)-(d), F.S. See FAQs Q5 through Q7.</p>	
C1 Funds available from the growth allocation and remaining maintenance allocation (A2+B2)	\$18,967
C2 2023-24 minimum base salary for teachers as defined in s. 1012.01(2)(a), F.S., including certified prekindergarten teachers funded in the 2023-24 FEFP	\$49,326
C3 Adjusted minimum base salary for 2024-25 for teachers as defined in s. 1012.01(2)(a), F.S., per implementation of the Salary Increase Allocation and any additional funding sources used	\$51,050
C4 Increase in the minimum base salary as a result of the Salary Increase Allocation (Item C4 minus Item C3)	\$1,724
C5 Total planned expenditure of funds used to increase salaries for full-time classroom teachers to the minimum base salary listed in item C3, if applicable. (Example: One teacher receives \$5,000 increase + two teachers receive \$3,000 increase each = \$11,000).	\$0
C6 Total planned expenditure of funds used to provide salary increases to full-time classroom teachers who do not fall under item C5. (Example: One teacher receives \$4,000 increase + two teachers receive \$1,000 increase each = \$6,000)	\$17,240
C7 Total planned expenditures of funds used to increase full-time instructional personnel as defined by s. 1012.01(2)(b)-(d), F.S. (Example: One staff receives \$5,000 increase + two staff receive \$1,500 increase each = \$8,000)	\$1,727
C8 Total dollar amount of unused funds (Item C1 minus Item C5, C6 and C7). This cell should be zero.	\$0
<p>Section D - Error Report: The following items will indicate whether there is an error with the data entered on the report or if some data should be verified for accuracy. Do not submit this report unless item D3 in this section is marked YES.</p>	
D1 Data entered in all fields (if "No", verify that all orange boxes contain data, even if 0)	Yes
D2 The minimum base salary is greater than or equal to the previous year (if "No", please correct, as the minimum base cannot be lower than what was established in the previous year)	Yes
D3 2024-25 Salary Increase Allocation Distribution Plan ready to submit?	Yes



INDIAN RIVER
STATE COLLEGE

DISTRICT BOARD OF TRUSTEES

SUMMARY OF ITEM FOR
INFORMATION

TOPIC: Clark Advanced Learning Center's Fiscal Year 2024 Fourth Quarter Operating and Capital Revenue and Expense Summary

REGULAR AGENDA OR COMMITTEE: Academic Affairs & Charter Schools Governance Committee

SUBMITTED FOR: _____ ACTION/VOTE
 ___X___ INFORMATION
 _____ DISCUSSION

SUMMARY:

Operating: Clark's Operating revenue for FY2024 fourth quarter was \$2,168,871 or 105% of budgeted revenues and expenses totaled \$2,380,227 or 88% of budget.

Capital: Clark's capital revenue for FY2024 fourth quarter totaled \$250,959 from PECO (\$144,790) and LCIR (\$106,169). Expenses totaled \$434,471 for the fourth quarter.

ALTERNATIVE(S): N/A

FISCAL IMPACT:

Clark's Operating revenues exceeded budget and expenses were under budget.
Clark's Capital revenues and expenses are in line with the FY2024 budget.

FOR CONTRACTS: N/A

1. TERM:
2. FISCAL IMPACT:
3. TERMINATION TERMS:

PRESIDENT'S RECOMMENDATION: N/A

SUBMITTED BY:	Stephanie Etter PhD / Leslie Judd, PhD	DATE: 10/03/2024
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BOARD ACTION:	None Required	DATE: 10/22/2024
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Approved as to legal form; _____
Melany K. Crawford, General Counsel

Date: _____

Clark Advanced Learning Center Charter High School
at Indian River State College
Summary of Revenues and Expenses - Operating Fund (Unaudited)
For the Period Ending 06/30/2024

	Present Budget FY 23/24	Budget Amendments Q4	Current Operations Budget	Year-to-Date Revenues & Expenses	Remaining Budget Balance	Percentage Budget Remaining
Revenues						
State FEFP and Local	\$ 1,938,521	\$ -	\$ 1,938,521	\$ 2,070,013	\$ (131,492)	-7%
State Categorical Funding	80,000	-	80,000	5,670	74,330	93%
IRSC Operating Expense Contribution	-	-	-	-	-	0%
Interest and Other Income	45,000	-	45,000	93,188	(48,188)	-107%
Total Revenues	\$ 2,063,521	\$ -	\$ 2,063,521	\$ 2,168,871	\$ (105,350)	-5%
Budgeted Fund Balance Reserves	\$ 367,837	\$ -	\$ 367,837	\$ -	\$ 367,837	100%
Total Revenues and Fund Balances Reserves	\$ 2,431,358	\$ -	\$ 2,431,358	\$ 2,168,871	\$ 262,487	11%
Expenses						
Personnel						
Salaries	\$ 1,263,486	\$ -	\$ 1,263,486	\$ 1,211,102	\$ 52,383	4%
Benefits	429,872	18,757	448,628	449,709	(1,081)	0%
Total Personnel	\$ 1,693,358	\$ 18,757	\$ 1,712,115	\$ 1,660,811	\$ 51,302	3%
Books, Supplies & Curriculum						
Instructional Books, Materials and Supplies	\$ 92,057	\$ -	\$ 92,057	\$ 66,071	\$ 25,986	28%
Instructional Support	260,000	-	260,000	194,538	65,462	25%
Total Books, Supplies & Curriculum	\$ 352,057	\$ -	\$ 352,057	\$ 260,609	\$ 91,448	26%
Categoricals						
Transportation	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ 50,000	100%
Instructional Materials	30,000	-	30,000	-	30,000	100%
Dual Enrollment Instructional Materials	-	-	-	-	-	-
Total Categoricals	\$ 80,000	\$ -	\$ 80,000	\$ -	\$ 80,000	100%
Services, Insurance & Development						
Transportation	\$ 33,092	\$ 15,816	\$ 48,908	\$ 48,908	\$ 0	0%
Services	53,700	23,891	77,591	59,391	18,200	23%
Insurance	60,000	-	60,000	39,340	20,660	34%
Professional Development	14,400	-	14,400	3,179	11,221	78%
Administrative Fee	39,120	218	39,338	39,338	0	0%
Total Services, Insurance & Development	\$ 200,312	\$ 39,925	\$ 240,237	\$ 190,156	\$ 50,082	21%
Facilities, Capital & Contingency						
Facility Maintenance & Utilities	\$ 81,651	\$ 7,898	\$ 89,549	\$ 74,631	\$ 14,918	17%
Technology, Equipment, and Repairs	266,726	(66,580)	200,147	194,020	6,127	3%
Contingency	26,980	-	26,980	-	26,980	100%
Total Facilities, Capital & Contingency	\$ 375,357	\$ (58,682)	\$ 316,676	\$ 268,651	\$ 48,025	15%
Total Expenses	\$ 2,701,084	\$ -	\$ 2,701,083	\$ 2,380,227	\$ 320,856	12%

Clark Advanced Learning Center Charter High School
at Indian River State College
Summary of Revenues and Expenses - PECO and Local Capital Improvement Revenue (Unaudited)
For the Period Ended 06/30/2024

CHARTER SCHOOL PECO

	Present PECO Budget	Budget Amendments	Amended PECO Budget	Year-to-Date Revenues & Expenditures	Remaining Budget Balance	Percentage Budget Remaining
PECO Revenues and Fund Balance						
Beginning Fund Balance, July 1, 2023	\$ 320,224	\$ 2,425	\$ 322,649	\$ -	\$ 322,649	100%
Estimated State Charter School PECO Funding FY 24 Funding	125,000	-	125,000	144,790	(19,790)	-16%
Total Charter School PECO Beginning Fund Balance & Revenue	\$ 445,224	\$ 2,425	\$ 447,649	\$ 144,790	\$ 302,859	68%
PECO Expenditures						
Facility Renovation, Repair, and Maintenance	\$ 445,224	\$ 2,425	\$ 447,649	\$ 146,831	\$ 300,818	67%
Ending Fund Balance, June 30, 2024	-	-	-	-	-	-
Total Charter School PECO Expenditures & Ending Fund Balance	\$ 445,224	\$ 2,425	\$ 447,649	\$ 146,831	\$ 300,818	67%

CHARTER SCHOOL LOCAL CAPITAL IMPROVEMENT-LCIR

	Present LCIR Budget	Budget Amendments	Amended LCIR Budget	Year-to-Date Revenues & Expenditures	Remaining Budget Balance	Percentage Budget Remaining
LCIR Revenues and Fund Balance						
Beginning Fund Balance, July 1, 2023	\$ 237,583	106,169	\$ 343,752	\$ -	\$ 343,752	100%
Estimated State Charter School LCIR Funding	-	-	-	106,169	106,169	0%
Total Charter School LCIR Beginning Fund Balance and Revenue	\$ 237,583	\$ 106,169	\$ 343,752	\$ 106,169	\$ 449,921	131%
LCIR Expenditures						
Capital Expenditures	\$ 237,583	-	\$ 237,583	\$ 287,640	\$ (50,057)	-21%
Ending Fund Balance, June 30, 2024	-	-	-	-	-	-
Total Charter School LCIR Expenditures & Ending Fund Balance	\$ 237,583	\$ -	\$ 237,583	\$ 287,640	\$ (50,057)	-21%



INDIAN RIVER
STATE COLLEGE

DISTRICT BOARD OF TRUSTEES

SUMMARY OF ITEM FOR
INFORMATION

TOPIC: Indiantown High School Fiscal Year 2024 Fourth Quarter Operating Revenue and Expense Summary

REGULAR AGENDA OR COMMITTEE: Academic Affairs & Charter Schools Governance Committee

SUBMITTED FOR: ACTION/VOTE
 X INFORMATION
 DISCUSSION

SUMMARY:

Indiantown High School's total Operating revenue for FY2024 was \$1,417,429 or 74% of the budgeted revenues. Expenses totaled \$1,144,821 or 71% the budget. State FEFP and categorical funding received for FY2024 totaled \$460,857.

ALTERNATIVE(S): N/A

FISCAL IMPACT:

Indiantown High School's total Operating revenue for FY2024 was \$1,417,429 or 74% of the budgeted revenues. Expenses totaled \$1,144,821 or 71% the budget. State FEFP and categorical funding received for FY2024 totaled \$460,857.

FOR CONTRACTS: N/A

1. TERM:
2. FISCAL IMPACT:
3. TERMINATION TERMS:

PRESIDENT'S RECOMMENDATION: N/A

SUBMITTED BY: Stephanie Etter PhD / Lisa Davenport

DATE: 10/03/2024

BOARD ACTION: None Required

DATE: 10/22/2024

Approved as to legal form; _____
Melany K. Crawford, General Counsel

Date: _____

Indiantown High School
at Indian River State College
Summary of Revenues and Expenses - Operating Fund (Unaudited)
For the Period Ending 6/30/2024

	Present Budget FY 23/24	Budget Amendments Q4	Current Operations Budget	Year-to-Date Revenues & Expenses	Remaining Budget Balance	Percentage Budget Remaining
Revenues						
State FEEP and Local	\$ 608,111	\$ -	\$ 608,111	\$ 460,857	\$ 147,254	24%
State Categorical Funding	-	-	-	-	-	-
IRSC Operating Expense Contribution	183,072	-	183,072	183,072	-	0%
Interest and Other Income	819,841	-	819,841	773,500	46,341	6%
Total Revenues	\$ 1,611,024	\$ -	\$ 1,611,024	\$ 1,417,429	\$ 193,595	12%
Budgeted Fund Balance Reserves	\$ 293,030	\$ -	\$ 293,030	\$ -	\$ 293,030	100%
Total Revenues and Fund Balances Reserves	\$ 1,904,054	\$ -	\$ 1,904,054	\$ 1,417,429	\$ 486,625	26%
Expenses						
Personnel						
Salaries	\$ 779,081	\$ -	\$ 779,081	\$ 624,453	\$ 154,628	20%
Benefits	281,537	-	281,537	247,863	33,675	12%
Total Personnel	\$ 1,060,618	\$ -	\$ 1,060,618	\$ 872,316	\$ 188,303	18%
Books, Supplies & Curriculum						
Instructional Books, Materials and Supplies	\$ 50,000	\$ -	\$ 50,000	\$ 30,487	19,513	39%
Instructional Support	10,000	-	10,000	-	10,000	100%
Total Books, Supplies & Curriculum	\$ 60,000	\$ -	\$ 60,000	\$ 30,487	\$ 29,513	49%
Categoricals						
Transportation	\$ -	\$ -	\$ -	\$ -	\$ -	-
Instructional Materials	-	-	-	-	-	-
Total Categoricals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services, Insurance & Development						
Transportation	\$ 65,000	\$ -	\$ 65,000	\$ -	\$ 65,000	100%
Services	69,201	-	69,201	35,659	33,542	48%
Insurance	50,000	-	50,000	6,409	43,591	87%
Professional Development	5,499	-	5,499	1,832	3,667	67%
Administrative Fee	30,406	-	30,406	22,216	8,189	27%
Total Services, Insurance & Development	\$ 220,106	\$ -	\$ 220,106	\$ 66,116	\$ 153,989	70%
Facilities, Capital & Contingency						
Facility Maintenance & Utilities	\$ 185,300	\$ -	\$ 185,300	\$ 171,259	\$ 14,041	8%
Technology, Equipment, and Repairs	61,500	-	61,500	4,643	56,857	92%
Contingency	23,500	-	23,500	-	23,500	100%
Total Facilities, Capital & Contingency	\$ 270,300	\$ -	\$ 270,300	\$ 175,902	\$ 94,398	35%
Total Expenses	\$ 1,611,024	\$ -	\$ 1,611,024	\$ 1,144,821	\$ 466,203	29%



INDIAN RIVER
STATE COLLEGE

DISTRICT BOARD OF TRUSTEES

SUMMARY OF ITEM FOR
INFORMATION

TOPIC: Out-of-Field Teacher List for Indiantown High School

REGULAR AGENDA OR COMMITTEE: Academic Affairs & Charter Schools Governance Committee

SUBMITTED FOR: ☐ ACTION/VOTE
☒ INFORMATION
☐ DISCUSSION

SUMMARY: Florida Statute section 1012.42 requires that the school district notify in writing the parents of all students in a class being taught by a teacher whose certification is outside of the discipline being taught. We have one teacher in science at Indiantown High School on our out-of-field teacher list and parents have been notified. This list is to be shared with Martin County School District as required.

Attempts to hire an in-field teacher were unsuccessful. The current out-of-field teacher is on track to earn the Science certification.

ALTERNATIVE(S): Per statute, there is no alternative to this required communication.

FISCAL IMPACT: Costs of copying paper memo for distribution equate to less than \$10.

FOR CONTRACTS: N/A

1. TERM:

2. FISCAL IMPACT:

3. TERMINATION TERMS:

PRESIDENT'S RECOMMENDATION: N/A

SUBMITTED BY: Dr. Stephanie Etter / Dr. Heather Belmont

DATE: 10/03/2024

BOARD ACTION: None Required

DATE: 10/22/2024

Approved as to legal form; _____
Melany K. Crawford, General Counsel

Date: _____

Martin County School District

Parent Out-of-Field Notification

Indiantown High School

September 26, 2024

Dear Parent,

When a teacher in a district school system is assigned teaching duties in a class dealing with subject matter that is outside the field in which the teacher is certified, Florida Statute section 1012.42 requires that the school district notify in writing the parents of all students in the class of such an assignment. This out of field assignment may be for the subject matter or for teaching English, Language Arts or Reading as a Second Language (ESOL) strategies outside of his/her field of certification.

A parent whose student is assigned an out-of-field teacher may request that his or her child be transferred to an in-field classroom teacher within the school and grade in which the student is currently enrolled. The school must approve or deny the parent's request and transfer the student to a different classroom teacher within a reasonable period of time, not to exceed 2 weeks, if an in-field teacher for that course or grade level is employed by the school and the transfer does not violate maximum class size pursuant to Section 1003.03 of Florida Statutes and Section 1, Article IX of the State Constitution.

If a request for transfer is denied, the school must notify the parent and specify the reasons for the denial. An explanation of the transfer process must be made available in the student handbook or a similar publication. Please note the Florida Statute does not provide a parent the right to choose a specific teacher.

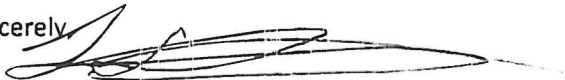
Our district makes every effort to have qualified teachers serve our students, however in some circumstances we have teachers work in an out-of-field position to meet our curriculum needs. Please note that we are making every effort to assist our teacher(s) to meet the state and district certification requirements.

Teacher	Current Certification	Out-of-field Assignment
Juan Ocampo	Business Administration	Science

*Teachers responsible for Language Arts/English, Developmental Language Arts, Intensive Reading, or Reading classes to one or more students identified as ESOL (English to Speakers of Other Languages) require the ESOL endorsement.

If you have any concerns regarding this information, please contact me.

Sincerely,



Lisa Davenport
Executive Director/Principal
Indiantown High School
ldavenport@irsc.edu
(772)619-1100