



INDIAN RIVER  
STATE COLLEGE

DISTRICT BOARD OF TRUSTEES

SUMMARY OF ITEM FOR  
*ACTION*

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**TOPIC:** Academic Affairs & Charter Schools Governance Committee Meeting Report

**REGULAR AGENDA OR COMMITTEE:** Regular Agenda

**SUBMITTED FOR:**      X   ACTION/VOTE  
                                            INFORMATION  
                                            DISCUSSION

**SUMMARY:**

Report on the Academic Affairs & Charter Schools Governance Committee Meeting held earlier in the day. Will recommend approval for any items needing a vote.

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COMMITTEE RECOMMENDATION: Milo Thornton

DATE: 2/25/25

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BOARD ACTION:    Approved

DATE: 2/25/25

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

**February 25, 2025**

**AGENDA**

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1. Call to Order – *Milo Thornton, Chair*
2. Request approval of the Out-of-Field Teacher List for the Clark Advanced Learning Center – *Dr. Stephanie Etter*
3. 2025 Second Quarter Summaries of Revenue & Expenses for Operating, PECO, and Local Capital Improvement Revenue (*information only*) – *Dr. Stephanie Etter, Dr. Leslie Judd & Lisa Davenport*
  - a. Clark Advanced Learning Center
  - b. Indiantown High School
4. Adjourn

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

Members Present: Jose Conrado, presiding; Susie Caron, Vicki Davis, Tony George, Melissa Kindell, Christa Luna, Brant Schirard, Milo Thornton, Dr. Angela Browning, Dr. Stephanie Etter, Dr. Leslie Judd, Lisa Davenport, Kevin Hyde and Suzanne Parsons, recording

Absent: Dr. Tim Moore

Others Present: Beth Gaskin, Annabel Robertson, Edith Pacacha, Dr. Michael Hageloh, Dr. Heather Belmont, Chris Puorro, John Anastasio, Emily Mass, Dr. Stephanie Etter, David Chjonacki, Lisa Schuyler, Andy Treadwell, Giovanni Barbieri, Dr. Leslie Judd, Azzam Abdhur-Rahman, Kathleen Walter, Jenna Bluedorn, Calvin Williams, Rebecca Shearer, Bruce Fraser, Dr. Prashanth Pilly, Lisa Davenport, Vandana Toteja, Praveen Toteja, Adriene Jefferson and Karen Gregorovic

Jose Conrado called the meeting to order.

Dr. Stephanie Etter presented to the Committee, for its approval, the Out-of-Field Teacher List for the Clark Advanced Learning Center.

On a motion made by Melissa Kindell, seconded by Brant Schirard, and passed by the Committee, the Out-of-Field Teacher List for the Clark Advanced Learning Center was approved.

Dr. Leslie Judd and Lisa Davenport presented to the Committee, for its information, the 2025 Second Quarter Summaries of Revenue & Expenses for Operating, PECO, and Local Capital Improvement Revenue for the Clark Advanced Learning Center and Indiantown High School.

Christa Luna asked for a progress update on the school grade for Indiantown High School.

Dr. Etter provided a brief summary of the grade level improvements and reported that we are following the School Improvement Plan and have been providing regular updates to the Management Advisory Board. Attendance and professional development were also discussed.

There being no further business, the meeting was adjourned at 11:10 AM.



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**TOPIC:** Out-of-Field Teacher List for the Clark Advanced Learning Center

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

**SUBMITTED FOR:**      X   ACTION/VOTE  
                                            INFORMATION  
                                            DISCUSSION

**SUMMARY:**

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 or charter school notify in writing the parents of all students in the class of such an assignment and post on it's website within 30 days of the start or the semester.

For Spring 2025 Dr. Birgit Groell (Chemistry) is teaching Physics. Notification to parents and the website posting were completed on 1/30/25. Dr. Groell is on track to take the Physics certification exam in 2025.

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

**FOR CONTRACTS:**

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

**PRESIDENT'S RECOMMENDATION:**

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SUBMITTED BY:     Stephanie Etter

DATE: 1/30/25

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BOARD ACTION:    Approved

DATE: 2/25/25

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**TOPIC:** 2025 Second Quarter Summary of Revenue & Expenses for Operating, PECO and Local Capital Improvement Revenue – Clark Advanced Learning Center

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

**SUBMITTED FOR:**           ACTION/VOTE  
                                   X   INFORMATION  
                                        DISCUSSION

**SUMMARY:**

Operating: Clark's Operating revenue for FY2025 second quarter was \$1.29m or 47% of budgeted revenues; expenses totaled \$1.1m or 40% of budget.

Capital: Clark's capital revenue for FY2025 second quarter was \$78k from PECO. Expenses totaled \$133k from PECO and LCIR.

Clark's Operating and Capital revenue and expense are in line with the FY2025 budget.

**ALTERNATIVE(S):** N/A

**FOR CONTRACTS:** N/A

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

**PRESIDENT'S RECOMMENDATION:** N/A

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SUBMITTED BY: Dr. Stephanie Etter & Dr. Leslie Judd

DATE: 1/30/25

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BOARD ACTION: Approved

DATE: 2/25/25

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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 12/31/2024

**CHARTER SCHOOL PECO**

	Present PECO Budget	Budget Amendments	Amended PECO Budget	Year-to-Date Revenues & Expenditures	Remaining Budget Balance	Percentage Budget Remaining
<b>PECO Revenues and Fund Balance</b>						
Beginning Fund Balance, July 1, 2024	\$ 320,608	\$ (9,379)	\$ 311,229	\$ -	\$ 311,229	100%
Estimated State Charter School PECO Funding FY 25 Funding	140,000	-	140,000	78,320	61,680	44%
<b>Total Charter School PECO Beginning Fund Balance &amp; Revenue</b>	<b>\$ 460,608</b>	<b>\$ (9,379)</b>	<b>\$ 451,229</b>	<b>\$ 78,320</b>	<b>\$ 372,909</b>	<b>83%</b>
<b>PECO Expenditures</b>						
Facility Renovation, Repair, and Maintenance	\$ 460,608	\$ (9,379)	\$ 451,229	\$ 133,523	\$ 317,706	70%
Ending Fund Balance, June 30, 2025	-	-	-		-	
<b>Total Charter School PECO Expenditures and Ending Fund Balance</b>	<b>\$ 460,608</b>	<b>\$ (9,379)</b>	<b>\$ 451,229</b>	<b>\$ 133,523</b>	<b>\$ 317,706</b>	<b>70%</b>

**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
<b>LCIR Revenues and Fund Balance</b>						
Beginning Fund Balance, July 1, 2024	\$ 56,112	-	\$ 56,112	\$ -	\$ 56,112	100%
Estimated State Charter School LCIR Funding	-	-	-	-	-	0%
<b>Total Charter School LCIR Beginning Fund Balance and Revenue</b>	<b>\$ 56,112</b>	<b>\$ -</b>	<b>\$ 56,112</b>	<b>\$ -</b>	<b>\$ 56,112</b>	<b>100%</b>
<b>LCIR Expenditures</b>						
Capital Expenditures	\$ 56,112	-	\$ 56,112		\$ 56,112	100%
Ending Fund Balance , June 30, 2025	-	-	-	-	-	
<b>Total Charter School LCIR Expenditures and Ending Fund Balance</b>	<b>\$ 56,112</b>	<b>\$ -</b>	<b>\$ 56,112</b>	<b>\$ -</b>	<b>\$ 56,112</b>	<b>100%</b>

Clark Advanced Learning Center Charter High School  
at Indian River State College  
Summary of Revenues and Expenses - Operating Fund (Unaudited)  
For the Period Ending 12/31/2024

	Present Budget FY 24/25	Budget Amendments Q2	Current Operations Budget	Year-to-Date Revenues & Expenses	Remaining Budget Balance	Percentage Budget Remaining
<b>Revenues</b>						
State FEEP and Local	\$ 2,170,282	\$ -	\$ 2,170,282	\$ 1,223,326	\$ 946,957	44%
State Categorical Funding	7,560	-	7,560	3,313	4,247	56%
IRSC Operating Expense Contribution	-	-	-	-	-	0%
Interest and Other Income	80,000	-	80,000	71,282	8,719	11%
<b>Total Revenues</b>	<b>\$ 2,257,842</b>	<b>\$ -</b>	<b>\$ 2,257,842</b>	<b>\$ 1,297,921</b>	<b>\$ 959,922</b>	<b>43%</b>
Budgeted Fund Balance Reserves	\$ 482,680	\$ -	\$ 482,679	\$ -	\$ 482,679	100%
<b>Total Revenues and Fund Balances Reserves</b>	<b>\$ 2,740,522</b>	<b>\$ -</b>	<b>\$ 2,740,522</b>	<b>\$ 1,297,921</b>	<b>\$ 1,442,601</b>	<b>53%</b>
<b>Expenses</b>						
<b>Personnel</b>						
Salaries	\$ 1,482,453	\$ -	\$ 1,482,453	\$ 633,247	\$ 849,205	57%
Benefits	603,028	-	603,028	252,945	350,083	58%
<b>Total Personnel</b>	<b>\$ 2,085,481</b>	<b>\$ -</b>	<b>\$ 2,085,481</b>	<b>\$ 886,193</b>	<b>\$ 1,199,289</b>	<b>58%</b>
<b>Books, Supplies &amp; Curriculum</b>						
Instructional Books, Materials and Supplies	\$ 50,000	\$ -	\$ 50,000	\$ 31,121	\$ 18,879	38%
Instructional Support	220,000	-	220,000	86,671	133,329	61%
<b>Total Books, Supplies &amp; Curriculum</b>	<b>\$ 270,000</b>	<b>\$ -</b>	<b>\$ 270,000</b>	<b>\$ 117,792</b>	<b>\$ 152,209</b>	<b>56%</b>
<b>Categoricals</b>						
Transportation	\$ 7,560	\$ -	\$ 7,560	\$ 4,652	\$ 2,908	38%
Dual Enrollment Instructional Materials	-	-	-	-	-	0%
<b>Total Categoricals</b>	<b>\$ 7,560</b>	<b>\$ -</b>	<b>\$ 7,560</b>	<b>\$ 4,652</b>	<b>\$ 2,908</b>	<b>38%</b>
<b>Services, Insurance &amp; Development</b>						
Transportation	\$ 50,000	\$ -	\$ 50,000	\$ 9,124	\$ 40,876	82%
Services	54,500	-	54,500	20,398	34,102	63%
Insurance	80,000	-	80,000	-	80,000	100%
Professional Development	9,500	-	9,500	6,253	3,247	34%
Administrative Fee	45,000	-	45,000	22,645	22,355	50%
<b>Total Services, Insurance &amp; Development</b>	<b>\$ 239,000</b>	<b>\$ -</b>	<b>\$ 239,000</b>	<b>\$ 58,420</b>	<b>\$ 180,580</b>	<b>76%</b>
<b>Facilities, Capital &amp; Contingency</b>						
Facility Maintenance & Utilities	\$ 85,501	\$ -	\$ 85,501	\$ 24,869	\$ 60,632	71%
Technology, Equipment, and Repairs	26,000	-	26,000	10,915	15,085	58%
Contingency	26,980	-	26,980	-	26,980	100%
<b>Total Facilities, Capital &amp; Contingency</b>	<b>\$ 138,481</b>	<b>\$ -</b>	<b>\$ 138,481</b>	<b>\$ 35,784</b>	<b>\$ 102,697</b>	<b>74%</b>
<b>Total Expenses</b>	<b>\$ 2,740,522</b>	<b>\$ -</b>	<b>\$ 2,740,522</b>	<b>\$ 1,102,840</b>	<b>\$ 1,637,682</b>	<b>60%</b>





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**TOPIC:** 2025 Second Quarter Summary of Revenue & Expenses for Operating, PECO and Local Capital Improvement Revenue – Indiantown High School

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

**SUBMITTED FOR:**           ACTION/VOTE  
                                   X   INFORMATION  
                                        DISCUSSION

**SUMMARY:**

Operating: Indiantown's operating revenue for FY2025 second quarter was \$555k or 21% of budgeted revenues and expenses totaled \$699k or 34% of budget.

Capital: Indiantown began receiving PECO funding during the second quarter of FY2025. As of December 31, Indiantown received \$17k in PECO funds.

**ALTERNATIVE(S):** N/A

**FOR CONTRACTS:** N/A

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

**PRESIDENT'S RECOMMENDATION:** N/A

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SUBMITTED BY: Dr. Stephanie Etter & Lisa Davenport

DATE: 1/30/25

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BOARD ACTION: Approved

DATE: 2/25/25

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Indiantown High School  
at Indian River State College  
Summary of Revenues and Expenses - Operating Fund (Unaudited)  
For the Period Ending 12/31/2024

	Present Budget FY 24/25	Budget Amendments Q2	Current Operations Budget	Year-to-Date Revenues & Expenses	Remaining Budget Balance	Percentage Budget Remaining
<b>Revenues</b>						
State FEEP and Local	\$ 627,000	\$ -	\$ 627,000	\$ 403,943	\$ 223,058	36%
State Categorical Funding	2,700	-	2,700	-	2,700	0%
IRSC Operating Expense Contribution	300,000	-	300,000	150,000	150,000	50%
Interest and Other Income	1,120,835	-	1,120,835	1,552	1,119,283	100%
<b>Total Revenues</b>	<b>\$ 2,050,535</b>	<b>\$ -</b>	<b>\$ 2,050,535</b>	<b>\$ 555,495</b>	<b>\$ 1,495,041</b>	<b>73%</b>
Budgeted Fund Balance Reserves	\$ 565,638	\$ -	\$ 565,638	\$ -	\$ 565,638	100%
<b>Total Revenues and Fund Balances Reserves</b>	<b>\$ 2,616,173</b>	<b>\$ -</b>	<b>\$ 2,616,173</b>	<b>\$ 555,495</b>	<b>\$ 2,060,679</b>	<b>79%</b>
<b>Expenses</b>						
<b>Personnel</b>						
Salaries	\$ 1,007,632	\$ -	\$ 1,007,632	\$ 393,798	\$ 613,834	61%
Benefits	418,053	-	418,053	155,515	262,537	63%
<b>Total Personnel</b>	<b>\$ 1,425,685</b>	<b>\$ -</b>	<b>\$ 1,425,684</b>	<b>\$ 549,313</b>	<b>\$ 876,371</b>	<b>61%</b>
<b>Books, Supplies &amp; Curriculum</b>						
Instructional Books, Materials and Supplies	\$ 46,000	\$ -	\$ 46,000	\$ 29,572	16,428	36%
Instructional Support	15,000	-	15,000	-	15,000	100%
<b>Total Books, Supplies &amp; Curriculum</b>	<b>\$ 61,000</b>	<b>\$ -</b>	<b>\$ 61,000</b>	<b>\$ 29,572</b>	<b>\$ 31,428</b>	<b>52%</b>
<b>Categoricals</b>						
Transportation	\$ -	\$ -	\$ -	\$ -	\$ -	0%
Instructional Materials	-	-	-	-	-	0%
<b>Total Categoricals</b>	<b>\$ 2,700</b>	<b>\$ -</b>	<b>\$ 2,700</b>	<b>\$ -</b>	<b>\$ 2,700</b>	<b>0%</b>
<b>Services, Insurance &amp; Development</b>						
Transportation	\$ 65,000	\$ -	\$ 65,000	\$ -	\$ 65,000	0%
Services	93,400	-	93,400	9,400	84,000	90%
Insurance	50,000	-	50,000	-	50,000	0%
Professional Development	6,900	-	6,900	849	6,051	88%
Administrative Fee	31,350	-	31,350	15,636	15,714	50%
<b>Total Services, Insurance &amp; Development</b>	<b>\$ 246,650</b>	<b>\$ -</b>	<b>\$ 246,650</b>	<b>\$ 25,885</b>	<b>\$ 220,765</b>	<b>90%</b>
<b>Facilities, Capital &amp; Contingency</b>						
Facility Maintenance & Utilities	\$ 231,000	\$ -	\$ 231,000	\$ 78,945	\$ 152,055	66%
Technology, Equipment, and Repairs	33,500	-	33,500	15,770	17,730	53%
Contingency	50,000	-	50,000	-	50,000	100%
<b>Total Facilities, Capital &amp; Contingency</b>	<b>\$ 314,500</b>	<b>\$ -</b>	<b>\$ 314,500</b>	<b>\$ 94,715</b>	<b>\$ 219,785</b>	<b>70%</b>
<b>Total Expenses</b>	<b>\$ 2,050,535</b>	<b>\$ -</b>	<b>\$ 2,050,535</b>	<b>\$ 699,485</b>	<b>\$ 1,351,051</b>	<b>66%</b>

**Indiantown Charter High School**  
**at Indian River State College**  
**Summary of Revenues and Expenses - PECO (Unaudited)**  
**For the Period Ended 12/31/2024**

**CHARTER SCHOOL PECO**

	Present PECO Budget	Budget Amendments	Amended PECO Budget	Year-to-Date Revenues & Expenditures	Remaining Budget Balance	Percentage Budget Remaining
<b>PECO Revenues and Fund Balance</b>						
Beginning Fund Balance, July 1, 2024	\$ -	\$ -	\$ -	\$ -	\$ -	
Estimated State Charter School PECO Funding FY 25 Funding	36,000	-	36,000	17,073	18,927	53%
<b><i>Total Charter School PECO Beginning Fund Balance &amp; Revenue</i></b>	<b><i>\$ 36,000</i></b>	<b><i>\$ -</i></b>	<b><i>\$ 36,000</i></b>	<b><i>\$ 17,073</i></b>	<b><i>\$ 18,927</i></b>	<b><i>53%</i></b>
<b>PECO Expenditures</b>						
Facility Renovation, Repair, and Maintenance	\$ 36,000	\$ -	\$ 36,000	\$ -	\$ 36,000	100%
Ending Fund Balance, June 30, 2025	-	-	-		-	
<b><i>Total Charter School PECO Expenditures and Ending Fund Balance</i></b>	<b><i>\$ 36,000</i></b>	<b><i>\$ -</i></b>	<b><i>\$ 36,000</i></b>	<b><i>\$ -</i></b>	<b><i>\$ 36,000</i></b>	<b><i>100%</i></b>