



April 17, 2023

Memorandum from President Murdaugh

The District Board of Trustees of
Tallahassee Community College
444 Appleyard Drive
Tallahassee, FL 32304

The following meeting Agenda and items requiring approval by the District Board of Trustees is provided for your use at the Monday, April 17, 2023, Board Meeting.

The meeting will be held at Center for Innovation, 300 West Pensacola, Tallahassee, FL 32301 2:30 p.m.

Should you have any questions, please contact me.

Sincerely,

A handwritten signature in black ink that reads "Jim Murdaugh". The signature is written in a cursive style.

Jim Murdaugh, Ph.D.
President

Agenda
District Board of Trustees
Tallahassee Community College
444 Appleyard Drive
Tallahassee, FL 32308
Monday, April 17, 2023
Business Meeting & Workshop – 2:30 PM

CALL TO ORDER

- i. Moment of Silence
- ii. Pledge of Allegiance

COMMENTS

- i. Board Chair
- ii. Board Members
- iii. President

APPROVAL OF MINUTES

1. March 2023 Minutes
Approve minutes as presented.

INFORMATION AND NEWS ITEMS

UNFINISHED BUSINESS

PRESENTATIONS

NEW BUSINESS

2. Review of the Tallahassee Community College Mission Statement
Approve the mission statement as presented.

Approval of Consent Agenda

The consent agenda format is an organization process for meetings that allow the governing board to focus their time and attention on action items that require more elaboration, information, and/or discussion. The intent of the consent agenda is to support efficiency and effectiveness of the meeting.

If a trustee has a question or plans to cast a negative vote regarding a specific recommendation, then the trustee/trustees need to acknowledge their intention to the Chair. This action item will be considered in the regular order of business as an individual action item.

Those action items that the trustees plan to approve without further question or discussion will remain on the consent agenda. Upon the final determination of the consent agenda, a motion, second to the motion, and unanimous approval of the Board of Trustees is needed to

approve the action items. Upon approval of the consent agenda, the Board of Trustees will proceed with the remainder of the agenda.

3. Attorney Invoice – Bryant Miller Olive (February 2023)
Authorize payment of invoices as presented.
4. Sponsored Programs – Provider April 2023
Authorize funding for the awards and contracts as presented.
5. Human Resource Report
Approve the report as presented.

TCC Foundation

6. TCC Foundation Update
Presented as an information item only.

Academic Affairs

7. Career Pathway Agreements with Leon, Gadsden, and Wakulla County School Districts and Florida State University School
Approve the proposed curriculum changes.
8. Charter School Application Evaluation and Recommendation
Approve the Tallahassee Collegiate Academy charter school application.

Administrative Services

9. Fund Analysis - March 2023
Presented as an information item only.
10. Construction Status Report
Presented as an information item only.
11. Architect Invoices
Authorize payment of architectural invoices as presented.
12. Certificate of Final Inspection – Ghazvini Center for Healthcare Education Nursing Simulation Lab Renovations
Approve the attached Certificate of Final Inspection, Office of Educational Facilities (OEF) Form 209, authorizing final payment to contractor, Allstate Construction, Inc., for the TCC Ghazvini Center for Healthcare Education Nursing Simulation Lab Renovations Project.
13. Certificate of Final Inspection – Student Union 1st Floor Renovations
Approve the attached Certificate of Final Inspection, Office of Educational Facilities Form 209, authorizing final payment to contractor, Mad Dog Construction, for the TCC Student Union 1st Floor Renovations Project.
14. Certificate of Final Inspection – TCC Center for Innovation (CFI) 2nd Floor Renovations
Approve the attached Certificate of Final Inspection, Office of Educational Facilities (OEF) Form 209, authorizing final payment to contractor, Childers Construction Co., for the TCC Center for Innovation (CFI) 2nd Floor Renovations Project.

Information Technology

15. Information Technology Plan for 2023-24
Approve the Information Technology Plan for FY 2023-24.

PUBLIC COMMENT

WORKSHOP

PRESIDENT'S REPORT

NEXT MEETING DATE

May 15, 2023

Location: **Wakulla Environmental Institute**

ADJOURNMENT

**Minutes
District Board of Trustees
Tallahassee Community College
Florida Public Safety Institute
75 College Drive
Havana, FL 32333
Monday, March 20, 2023
Business Meeting and Workshop – 2:30 PM**

On March 20, 2023, the Tallahassee Community College District Board of Trustees meeting was called to order by Chair Eugene Lamb at 2:30 p.m.

Members Present: Chair Lamb, Trustees Frank Messersmith, Karen Moore, Monte Stevens, and Charlie Ward.

Absent: Trustee Jonathan Kilpatrick

Others Present: President Jim Murdaugh, Candice Grause, Bret Ingerman, Amy Bradbury, Lei Wang, Craig Knox, Donmetrie Clark, Kalynda Holton, Calandra Stringer, Steve Outlaw, Logan Lane, Bill Spiers, Glenn Alston, Wes Hardin, Gerald Jones, Bobby Jones, Anthony Jones, Angela Long, and Amanda Clements.

CALL TO ORDER

Chair Lamb asked everyone to stand for a moment of silence and the Pledge of Allegiance.

COMMENTS

i. Board Chair Lamb enjoyed the 14th Annual Black History Month Breakfast at Florida Public Safety Institute.

ii. Board Members: Trustee Karen Moore mentioned the outstanding job by Provost Stringer for the Women’s History Month celebration dinner, and acknowledged Heather Mitchell for the extraordinary job with the Cleaver and Cork Signature Dinner and the Food and Wine Festival. She thanked Dr. Gerald Jones, for the invitation to be the Business Etiquette Dinner speaker. Trustee Frank Messersmith attended the Food and Wine Festival and had a good time, and attended the President’s Leadership Institute; it was great listening to colleagues speak about their goals, ambitions, and opportunities that are provided.

iii. President Jim Murdaugh thanked Trustee Messersmith and Trustee Jonathan Kilpatrick for attending the President’s Leadership Institute. One of the featured speakers at PLI was Sheriff Walt McNeil, and the theme was “Leadership from the Perspective of Elected Officials”. Senator Corey Simon, Representatives Allison Tant, Jason Shoaf, and Gallop Franklin all attended, and he noted that Dr. Angela Long does a remarkable job with the PLI. He acknowledged the amazing Cleaver and Cork event, and the positive things that VP Heather Mitchell and her team have accomplished with the event. President Murdaugh spoke with Chef

Michael Symon, who understood the importance to raise funds to support students that attend Tallahassee Community College.

Our Men's Basketball Team is currently playing in a National Junior College Athletic Association D1 National Tournament in Hutchinson, Kansas. After winning the Panhandle Conference title, Coach Rick Cabrera was named Panhandle Coach of the Year. This is the seventh time they have won the Panhandle Conference in the history of our school. He mentioned that this past week, Commissioner Manny Diaz, Department of Education, was able to attend our TCC Baseball game and threw out the first pitch. Our Brain Bowl Team won their first-ever 2023 National Academic Quiz Bowl Tournament in February held in Illinois, and the top four teams earned invitations to the Intercollegiate Championship Tournament in April. President Murdaugh hosted the entire third grade of Sabal Palm Elementary School for a tour of the campus. He noted Bill Spiers received the Distinguished Service Award from the Southern Association of Student Financial Aid Administrators. Kim Moore, Jessica Griffin, Al Wynn, and Bob Ballard were awarded the regional exemplary program awards from National Council for Continuing Education and Training Conference held in Nashville, Tennessee. He recognized Dr. Kim Moore as a second-year, back-to-back top ten winner of the Bellwether Consortium.

APPROVAL OF MINUTES

1. February 2023 Minutes
Approve minutes as presented.
MOTION: Trustee Messersmith **SECOND:** Trustee Moore
Motion passed unanimously.

INFORMATION AND NEWS ITEMS

VP Candice Grause shared the print and online items coverage; Higher Ed magazine DREAM scholar, Student Government Association, President Tommy McCall; Men's Basketball team; sophomore night honors; Brain Bowl wins the first National Championship; announcement of Tallahassee Collegiate Academy; interviews with celebrity Chef Symon and other top chefs in Tallahassee, Cleaver and Cork event; award-winning Academic Advising Team and their model-kudos to Dean Pam Johnston; Op-Ed article by President Murdaugh on the Importance of the Entrepreneurship Mindset; Florida Trend magazine featured Tallahassee and included mention of Center for Innovation, workforce development, athletic programs, healthcare, quotes from the President; Podcast "How I got Here" with President Murdaugh produced by Dave Fiore; "Unfiltered: The Truth about Oysters" documentary, mentioning WEI; Tallahassee History Festival, with faculty member David Proctor and Dean Bryan Hooper invited to be on the Greg Tish Show; Springtime Tallahassee, TCC has sponsored a tent and will be in the parade, scheduled for April 1.

UNFINISHED BUSINESS

None

PRESENTATIONS

VP Heather Mitchell recognized two donors. Chris Summers of the Big Bend Law Enforcement Association. Their donation will be used for scholarships for children of law enforcement officers. Leon County Sheriff's Office and Sheriff Walt McNeil. They are the presenting sponsor for Heroes in Public Safety. The upcoming Public Safety conference is scheduled for May 10-12, and this will be the fourth year of the conference. Public Safety Day is Saturday, May 13.

Director Logan Lane introduced the Student Spotlight-Abbie McCannon. Abbie spoke to the Board about her passion and involvement with Florida Public Safety Institute; she will be graduating from the Academy soon.

NEW BUSINESS

Approval of Consent Agenda

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2. Attorney Invoice – Bryant Miller Olive (January 2023)
Authorize payment of invoices as presented.
3. Human Resource Report
Approve the report as presented.
Motion to Approve Consent Agenda.
MOTION: Trustee Moore **SECOND:** Trustee Stevens
Motion passed unanimously.

TCC Foundation

4. TCC Foundation Update
Presented as an information item only.
5. TCC Foundation – Gift Acceptance for Panorex Radiography Machine
Accept the gift as presented.
MOTION: Trustee Stevens **SECOND:** Trustee Messersmith
Motion passed unanimously.

Administrative Services

6. Fund Analysis - February 2023
Presented as an information item only.
7. Construction Status Report
Presented as an information item only.
8. Architect Invoices
Authorize payment of architectural invoices as presented.
MOTION: Trustee Stevens **SECOND:** Trustee Messersmith
Motion passed unanimously.
9. Policy Manual Changes
Approve revision of College policies as presented.
MOTION: Trustee Stevens **SECOND:** Trustee Moore
Motion passed unanimously.
10. Annual SREF Fire, Sanitation, and Casualty Inspection
Approve the annual SREF Fire, Sanitation, and Casualty
Inspection reports in accordance with Florida Statutes.
MOTION: Trustee Moore **SECOND:** Trustee Stevens
Motion passed unanimously.

PUBLIC COMMENT

None

WORKSHOP

Presented by Steve Outlaw, Director of Florida Public Safety Institute. He explained how the TCC Foundation and FPSI work together on scholarships and facilities. Trustee Moore asked how many students are completing programs through FPSI, per Director Outlaw about 300-400 students will pass through annually.

VP Mitchell advised that there are three different sections of the Heroes in Public Safety program recognition, recruitment, and fundraising for scholarships and facilities. Logan Lane explained that the conference was moved from January and will combine the high liability (instructors conference) with Public Safety Day in May. The event will start with the awards banquet on Friday night (Dunlap Club), and the Public Safety Day on Saturday, scheduled for May 13, 2023, 12-4:00 p.m. at the FPSI campus.

Mr. Outlaw introduced FPSI's new directors: Glenn Alston, Certificate Programs Director, and Logan Lane, Continuing Education Programs Director.

PRESIDENT’S REPORT

The State Board of Education meeting has been moved from a 9 a.m. start time to 10:30 a.m. Wednesday, March 22, Student Union Ballroom.

Tallahassee History Festival Saturday, March 25, 10 a.m. until 2 p.m. TCC stage at Kleman Plaza.

Student Union Dedication scheduled for Monday, April 10, 11 a.m.

President’s Ice Cream Social is on the calendar for Wednesday, April 12, 12-2 p.m.

The Council of Presidents and Association of Florida Colleges will meet downtown on March 27.

Motion made by Trustee Stevens to move the April Board meeting from Wakulla Environmental Institute to a location in Tallahassee.

MOTION: Trustee Stevens **SECOND:** Trustee Moore
Motion passed unanimously.

NEXT MEETING DATE

April 17, 2023

Location: **Center for Innovation**

ADJOURNMENT

Chair Lamb called for adjournment at 3:33 p.m.

Eugene Lamb Jr.
Chair

Jim Murdaugh, Ph.D.
President



April 17, 2023

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Lei Wang, Ed.D.
Vice President for Institutional Effectiveness

SUBJECT: Review of the Tallahassee Community College Mission Statement

Item Description

Tallahassee Community College is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), which requires the Board of Trustees to periodically review and reaffirm the College's mission. This item proposes that the Board of Trustees review and reaffirm the College's current mission statement.

Overview and Background

During the spring of 2019, Tallahassee Community College's Board of Trustees conducted a Strategic Planning session to update the institution's strategic plan and define its strategic directions and priorities. As part of this process, the Board reviewed and reaffirmed the college's mission statement, which is to "provide a learning environment that prepares students for success in a global economy by offering higher education pathways, workforce opportunities, and civic engagement."

Funding/ Financial Implications

There are no funding/financial implications.

Past Actions by the Board

In 2019, the Board conducted a review of the mission statement.

Recommended Action

Approve the mission statement as presented.



April 17, 2023

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Barbara Wills, Ph.D.
Vice President for Administrative Services and Chief Business Officer

SUBJECT: Attorney Invoice – Bryant Miller Olive (February 2023)

Item Description

Request for approval to pay invoices from Bryant Miller Olive, P.A. for legal services provided related to collective bargaining process and related to Faculty labor relations.

Overview and Background

The College engaged Bryant Miller Olive, P.A. for representation during the collective bargaining process.

Past Actions by the Board

The Board of Trustees approved the agreement for these services at the October 17, 2022 Board Meeting.

Funding/ Financial Implications

Funding is budgeted in Fund 1, the Current Unrestricted Fund. The current amount due is \$50.00 for February 2023.

Recommended Action

Authorize payment of invoices as presented.



Barbara K. Wills
 Chief Business Officer, Vice President for Administrative
 Services
 Tallahassee Community College
 444 Appleyard Drive
 Tallahassee, Florida 32304

Invoice Date: March 8, 2023
 Invoice No. 80213
 Client No. 25480.006

For professional services rendered in connection with Tallahassee
 Community College - Labor and Employment - UFF Bargaining

Purchase Order No. PO-015825 - 1

Statement of Legal Services

	Hours	
02/07/2023 DMH Draft email to client	0.10	
02/14/2023 DMH Telephone conference with client (C. Grause) / bargaining	0.10	
Current Services	0.20	\$50.00

Recapitulation

<u>Timekeeper</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Denise M. Heekin	0.20	\$250.00	\$50.00

Payments

02/28/2023	Payment	ACH rec'd 2/28/23 Invoice 79793	225.00
			225.00

Total Current Work	\$50.00
Previous Balance Due	\$25.00
Balance Due	\$75.00

Tallahassee Community College

Invoice Date: March 08, 2023
Invoice No. 80213
Client No. 25480.006

Please Reference Client Number On Checks And Wire Transfers

Mail Checks to:
1545 Raymond Diehl Road, Suite 300
Tallahassee, FL 32308
850-222-8611 FEIN 59-1315801

Send wire transfers to Capital City Bank, ABA #063100688
for credit to Bryant Miller Olive, Account #2132834901
Thank you for your business



April 17, 2023

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Barbara Wills, Ph.D.
Vice President for Administrative Services and Chief Business Officer

SUBJECT: Sponsored Programs – Provider

Item Description

This item requests that the Board approve the receipt of funding for the listed projects.

Overview and Background

The following are recommended for approval.

I. Receipt, Amendment, Extension of Resources

Florida Department of Transportation – Traffic Safety Support - Amendment 1

This amendment added seven positions to the award. The new award amount is \$544,050.

Florida Department of Education - Holocaust Education Task Force FY22/23 - Amendment 1

This amendment merged two OPS positions into one and corrected the object code for Travel. The award amount remains the same.

Florida Department of Education - CTE for the 21st Century - Perkins V - Augment Positions - Amendment 1

This amendment reallocated funds from Travel to Personnel. The award amount remains the same.

Florida Department of Education - Pathways to Career Opportunities - Amendment 2

This amendment reallocated funds from Personnel cost to Materials and Supplies and Equipment. The award amount remains the same.

Florida Department of Corrections - Amendment 2

This amendment increased the salaries of the Teacher Aides and removed two locations. New award amount is \$467,190.

Florida Department of Education - Expanding Early Career and Technical Educations (CTE) College High School - Amendments 1 - 3

These amendments updated the Goals and Dates on the Scope of Work and reallocated the budget for start-up costs which includes but is not limited to software, furniture, and a Data Specialist position. The award amount remains the same.

Florida Department of Education - Adult Education and Family Literacy, Adult General Education - Amendment 2

This amendment reallocated funds to include one full-time Instructor/Retention Specialist and provide professional development for instructors & AGE staff to support the delivery of services. The award amount remains the same.

Florida Department of Transportation – Florida Teen Traffic Safety Program - Amendment 3

This amendment reallocated funds to Salary from Postage. The award amount remains the same.

TCC Foundation - Building Automation Expansion

TCC Foundation through the Bank of America Foundation provides support for the Building Automation expansion. The amount of the award is \$99,500 and is available until spent.

Leon County – TCC Community Garden

The purpose of the garden is to help students learn how to grow their own food, as well as healthy eating. The garden will be used by instructors in their courses, such as plant examples in biology labs. The garden will be used by students as a place to meet or study and as an accessible site for fresh, healthy food. The amount of the award is \$1,000.

II. Commitments, Expenditures, Contracts for Service

None at this time.

Past Actions by the Board

Florida Department of Transportation – Traffic Safety Support

Initial award was approved at the November 2022 Board of Trustees meeting.

Florida Department of Education - Holocaust Education Task Force FY22/23

Initial award was approved at the October 2022 Board of Trustees meeting.

Florida Department of Education - CTE for the 21st Century - Perkins V - Augment Positions

Initial award was approved at the September 2022 Board of Trustees meeting.

Florida Department of Education - Pathways to Career Opportunities

Initial award was approved at the March 2022 Board of Trustees meeting.

Florida Department of Corrections

Amendment 1 was approved at the August 2020 Board of Trustees meeting.

Florida Department of Education - Expanding Early Career and Technical Educations (CTE) College High School

Initial award was approved at the February 2022 Board of Trustees meeting.

Florida Department of Education - Adult Education and Family Literacy, Adult General Education

Initial award was approved at the October 2022 Board of Trustees meeting.

Florida Department of Transportation – Florida Teen Traffic Safety Program

Amendment 2 was approved at the November 2022 Board of Trustees meeting.

Funding/ Financial Implications

The above projects are established in Fund 2, Restricted Accounts. The total indirect anticipated from the increased awards is \$29,634.

Recommended Action

Authorize funding for the awards and contracts as presented.



April 17, 2023

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Barbara Wills, Ph.D.
Vice President for Administrative Services and Chief Business Officer

SUBJECT: Human Resource Report

Item Description

This item request Board approval for personnel actions.

Overview and Background

The College brings forth a request to approve appointments, separations and outside employment.

Past Actions by the Board

Personnel actions are taken to the District Board of Trustees monthly. The Board has not addressed this item previously.

Funding/ Financial Implications

This item is funded by the 2022-2023 Operating Budget.

Recommended Action

Approve the report as presented.

Original Appointments - Executive, Administrative, Managerial & Professional

Name	Position	Department	Effective Date
<i>None to Report</i>			

Original Appointments - Classified Staff

Name	Position	Department	Effective Date
Donna Kay	Staff Assistant	Wakulla Center	March 1, 2023
Melton Headley	Campus Police Officer	TCC Campus Police	March 1, 2023
Glenn Whittington	Video/Multimedia Producer	Communications and Marketing	March 6, 2023
Greg Fiveash	Systems Administrator	Information Technology	March 20, 2023
Gabriela Santos	Staff Assistant	BIT Office	March 20, 2023
Taylor Hughes	Coordinator, Student Life and Leadership	Student Affairs	March 20, 2023

Original Appointments - Faculty

Name	Position	Department	Effective Date
<i>None to Report</i>			

Original Appointments - Contracts & Grants

Name	Position	Department	Effective Date
Judy Barber	Career Development Specialist	Compass 100 DOC - Liberty C.I.	March 1, 2023
Adam Allen	Career Development Specialist	Compass 100 DOC - Quincy Annex & Gadsden Re-Entry Center	March 1, 2023
Rebekah Repasky	Reading Room Facilitator	DOC - Vocational Training	March 20, 2023

Re-Appointments (All Employees)

Name	Position	Department	Effective Date	Prior Position
<i>None to Report</i>				

Drop Retiree Participants (All Employees)

Name	Position	Department	Enrollment Date	End Period
<i>None to Report</i>				

Separations (All Employees)

Name	Position	Department	Effective Date	Separation Type
Emani Sewell	Video/Multimedia Producer	Communications and Marketing	February 27, 2023	Resigned
Bethany Brown	Staff Assistant	Workforce Development	February 28, 2023	Grant Ended
Jonathan Booth	Technical Educator Instructor, Welding	Workforce Development, DOC	February 28, 2023	Resigned
Jaclyn Holimon	Regional Civics Coach	Sponsored Programs - Civics Literacy Program	March 1, 2023	Resigned
Kimberly Sweeting	Career Development Specialist	Compass 100 - Holmes C.I.	March 2, 2023	Resigned
Atari Timmons-Ross	Wakulla Center Manager	Workforce Development	March 3, 2023	Resigned
Jennifer Wertham Rodriguez	Career Development Specialist	Compass 100 - Holmes C.I.	March 15, 2023	Dismissed
Kelly Martin	Staff Assistant	Purchasing	March 22, 2023	Resigned
Yvonne Candelora	Special Education Assistant	Compass 100 - Charlotte C.I.	March 24, 2023	Resigned

Outside Employment Requests (All Employees)

Name	Position	Department	Employer	Position
<i>None to Report</i>				

Seeking to Hold Political Office Requests (All Employees)

Name	Position	Department	Office	Position
<i>None to Report</i>				

Personnel Changes (Promotions, Demotions - All Employees)

Name	Position	Department	Effective Date	Prior Position
Jennifer Helms	Transfer Services Outreach Coordinator	Student Affairs	March 1, 2023	College Admissions Recruiter
Catherine Gurka	Technology Consultant	Information Technology	March 2, 2023	Help Desk Consultant



April 17, 2023

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Heather Mitchell
Vice President for Institutional Advancement and Executive Director of the TCC Foundation

SUBJECT: TCC Foundation Update

Item Description

The following is an update of the events planned and initiatives & activities undertaken by the TCC Foundation.

Overview and Background

Attached is a report of funds raised by the TCC Foundation to date for the current fiscal year. The report includes a summary of total funds received, giving summary by designated area, number of donors and number of gifts.

The Foundation would also like to extend an invitation to DBOT members to the following events:

- April 19 – President’s Circle Reception, TCC - CH Building, Room 137
- April 21 – Eagle Legacy Society Luncheon, Governors Club, 12:00 – 1:30 p.m.
- April 27 – TCC Retirees Luncheon, TCC - WD Ballroom, 11:30 – 1:00 p.m.
- May 9 – Past President’s Council Luncheon, TCC - Hurst Gallery, 12:00 – 1:00 p.m.
- May 12 – Heroes in Public Safety Banquet, FSU UCC, 6:00 – 9:00 p.m.
- May 25 – TCCF Board of Director’s Meeting & Retreat, TCC Main Campus

Past Actions by the Board

The District Board of Trustees receives a Foundation update at every Board Meeting.

Funding/ Financial Implications

There are no Funding/Financial implications arising from this standard monthly report.

Recommended Action

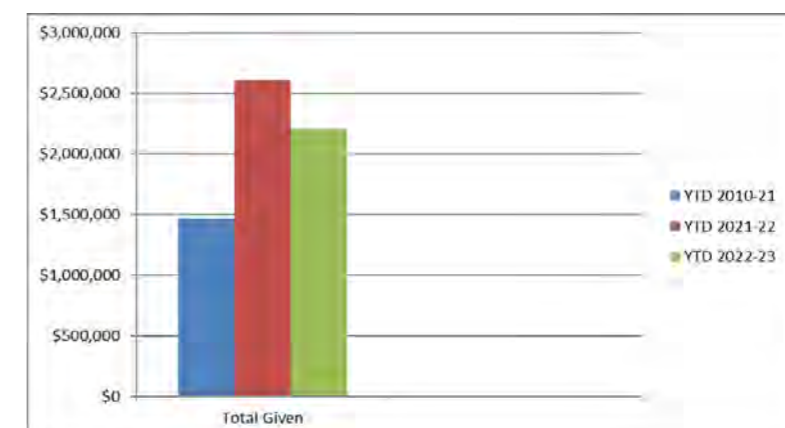
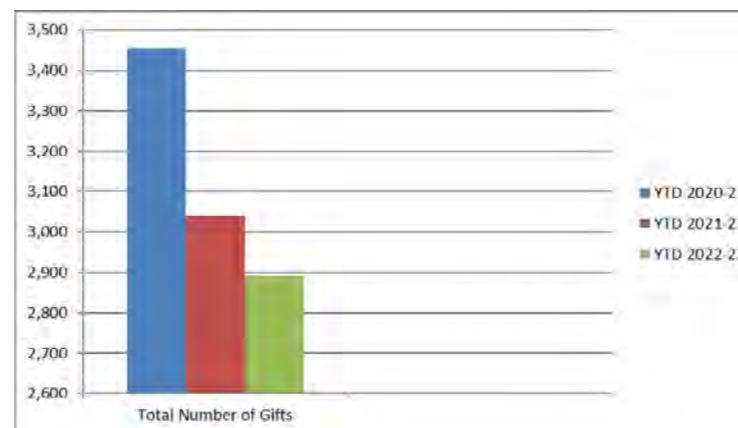
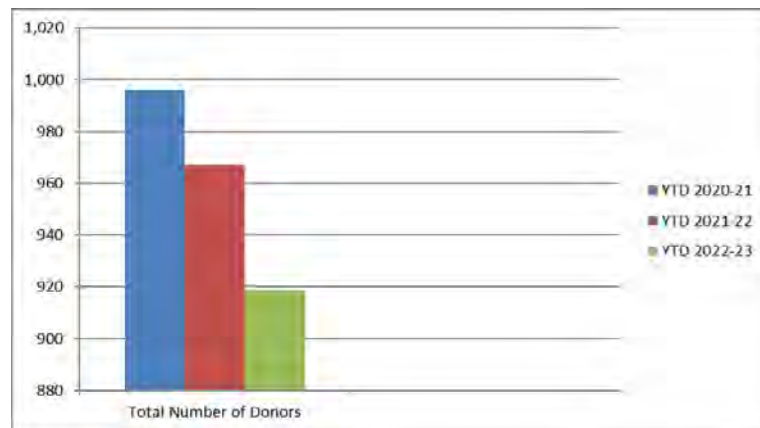
Presented as an information item only.

TCC Foundation - Financial Update FY 22/23 July - March

TCC Foundation		YTD 20/21	YTD 21/22	YTD 22/23
		Total Received	\$1,468,964	\$2,605,231
	Scholarship amount	\$706,439	\$558,381	\$867,342
	Program support amount	\$490,270	\$810,789	\$892,356
	Facility support amount	\$106,594	\$80,530	\$147,981
	Unrestricted support amount	\$165,661	\$155,531	\$299,174
	Number of Donors	996	967	919
	Number of Gifts	3,454	3,040	2,891
	Blueprint Donation		1,000,000	
	Net assets of the TCC Foundation	\$21,641,771	\$22,113,144	\$20,255,935

TCC Foundation		YTD 20/21	YTD 21/22	YTD 22/23
		Total Received for Alumni	\$147,945	\$153,037
	Number of Donors	165	129	120
	Number of Gifts	838	681	599

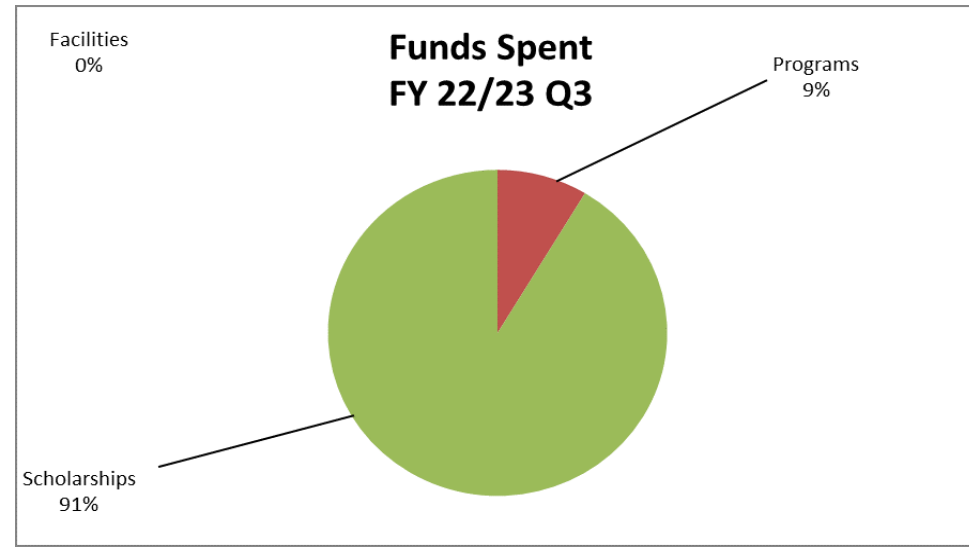
TCC Foundation		YTD 20/21	YTD 21/22	YTD 22/23
		Cash	\$1,468,964	\$2,595,503
	Gift in Kind	\$0	\$9,728	\$5,000
	Number of Planned Gifts Confirmed	3	4	5
	Total Raised - Pledges Received	\$291,514	\$428,858	\$820,090
	Grants Received			28 grants total \$8,611,622
	Grants Applied For			31 grants total \$14,198,855
	Pledges Expected by 6/30/2023			\$278,278



TCC Foundation - Funds Spent FY 22/23

Funds Spent FY 2022-2023 Third Quarter

Fund Category	Amount Spent
Facilities	\$0
Programs	\$17,094
Scholarships	\$176,288
Total	\$193,382





April 17, 2023

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Calandra Stringer, Ph.D.
Vice President and Provost

SUBJECT: Career Pathway Agreements with Leon, Gadsden, and Wakulla County School Districts and Florida State University School

Item Description

This item also presents Career Pathway Agreements between the College and Leon, Gadsden, and Wakulla County School Districts and Florida State University School.

Overview and Background

In an effort to offer career opportunities for secondary school students in Career Pathway programs, Tallahassee Community College is proposing to continue partnerships with Leon, Gadsden, and Wakulla County School Districts and Florida State University School. TCC will provide career pathways in areas such as the following: Building Construction Management, Computer Programming and Analysis, Computer Programming Specialist, Computer Programming and Web Development, Criminal Justice, Early Childhood Education, Emergency Medical Services, Graphic Design and Web Technology, and Nursing.

Funding/ Financial Implications

None

Past Actions by the Board

The Board approved these agreements annually.

Recommended Action

Approve the proposed curriculum changes.

Career and Technical Education
Tallahassee Community College & Florida State University Schools
Career Pathways Articulation Agreement
2022-2023

Articulation is a method of granting college level course credit for learning and skills accomplished as part of secondary school instruction. The secondary school and Tallahassee Community College (TCC) will maintain the integrity of its separate programs and enter into this agreement as cooperating educational institutions.

TCC will work with the high school to establish Career Pathways to serve Career and Technical Education (CTE) students. Agreements will be developed during the year, and this agreement will be amended as agreements are completed.

Student Qualifications

Students must meet all TCC admission requirements and present evidence of the following:

1. Successful completion of the articulated secondary technical program of study with a grade of 2.5 (on a 4.00 scale) or better.
2. Graduation from secondary school no more than 18 months prior to enrollment at Tallahassee Community College.
 - a. Students may be subject to taking the College's placement test.
3. Enrollment in an A.S. or certificate program appropriate to the credit to be awarded for the specified exemption exam or industry certification. Completion of 9 credit hours in the A.S. or certificate program is required in order for the career pathway credit to be applied to the college transcript.

Procedure

1. The secondary school instructor provides evidence of completion to the Career and Technical Education contact who forwards the information to the TCC's Career Pathways contact.
2. TCC's Career Pathway Specialist will issue a letter to students who have successfully completed the secondary Career Pathway program as reported by the Career and Technical Education contact informing students of the Career Pathway articulation agreement opportunities.

Conditions of Agreement

1. Florida State University Schools faculty and TCC faculty will review course textbooks, syllabi, and other institutional materials as needed in order to develop articulated programs of study.
2. Florida State University Schools and TCC will review the list of articulated programs of study annually. Changes will be made as necessary based on changes in program offerings and outcomes.
3. Florida State University Schools and TCC will cooperate in publicizing this program to secondary school students in order to ensure that they are aware of these opportunities.
4. TCC will not charge tuition for any courses for which a student receives articulated credit.

This agreement may be terminated at any time by either Florida State University Schools or Tallahassee Community College through providing thirty (30) days' notice. In the event of a termination, both schools agree that students who are currently in secondary courses and working toward fulfilling the competencies or who are in their first semester at TCC will be allowed to complete the articulated credit.

This agreement will remain in effect and will be reviewed annually by the articulation committee and incorporated into the dual enrollment articulation agreement. The articulation committee will be composed of the Vice President for Academic Affairs of Tallahassee Community College, Dean of Business, Industry, and Technology for Tallahassee Community College, Representative for Florida State University Schools and the TCC Career Pathways Specialist.

FLORIDA STATE HIGH SCHOOL CAREER PATHWAYS

High School CTE Pathway Program of Study: **Nursing Assistant: Acute and Long-Term Care (8417210)**

Tallahassee Community College Program: **Emergency Medical Services A.S.**

High School Course Number and Title	Industry Certification & TCC Assessment	Equivalent TCC Course	Credits to be Awarded
8417100 Health Science Anatomy and Physiology	Completion of the high school program	HSC2531 Medical Terminology	3
8417110 Health Science Foundations		DEP2004 Human Growth and Development	3
8417211 Nursing Assistant 3			
Validation Mechanism			
High School transcript noting: <ul style="list-style-type: none"> Completion of high school CTE courses 			

High School CTE Pathway Program of Study: **Commercial Art Technology (8718000)**

Tallahassee Community College Program: **Graphic Design and Web Technology, A.S.**

High School Course Number and Title	Industry Certification & TCC Assessment	Equivalent TCC Course	Credits to be Awarded	
8718010 Commercial Art Technology 1	Completion of the high school program	GRA 1111C Graphic Design I	3	
8718010 Commercial Art Technology 2		PGY 2801C Photoshop	3	
8718010 Commercial Art Technology 3		Validation Mechanism		
8718010 Commercial Art Technology 4		High School transcript noting: <ul style="list-style-type: none"> • Completion of high school CTE courses 		

High School CTE Pathway Program of Study: Applied Information Technology (9003400)

**Tallahassee Community College Program: Computer Programming and Web Development, A.S.
 Computer Programming Specialist Certificate
 Computer Programming and Analysis Certificate**

High School Course Number and Title	Industry Certification & TCC Assessment	Equivalent TCC Course	Credits to be Awarded
8207310 Digital Information Technology	Completion of the high school program	CGS 1060 Computer and Information Literacy	3
9003410 Computer Fundamentals			
9003420 Web Technologies			
9003430 IT Systems & Applications			
9003440 Database Essentials			
9003450 Programming Essentials		CGS 1820 Web Page Authoring	3
9003460 Web Development Technologies			
9003470 Multimedia Technologies			
9003480 Computer Networking Fundamentals			
9003490* Cybersecurity Fundamentals			
Validation Mechanism			
High School transcript noting: <ul style="list-style-type: none"> • Completion of high school CTE courses 			

IN WITNESS WHEREOF, the Florida State University Schools, Florida and The District Board of Trustees, Tallahassee Community College, Florida have adopted this agreement and caused it to be executed by their respective chairs and chief executive officers.

Date

Chair, The District Board of Trustees,
Tallahassee Community College, Florida

Date

President, Tallahassee Community College

Date

Chair, Florida State University Schools

Date

Director, Florida State University Schools

**Career and Technical Education
Tallahassee Community College & Gadsden County School Board
Career Pathways Articulation Agreement
2022-2023**

Articulation is a method of granting college level course credit for learning and skills accomplished as part of secondary school instruction. The secondary school and Tallahassee Community College (TCC) will maintain the integrity of their separate programs and enter into this agreement as cooperating educational institutions.

TCC will work with the high school to establish Career Pathways to serve Career and Technical Education (CTE) students. Agreements will be developed during the year, and this agreement will be amended as agreements are completed.

Student Qualifications

Students must meet all TCC admission requirements and present evidence of the following:

1. Successful completion of the articulated secondary technical program of study with a grade of 2.5 (on a 4.00 scale) or better.
2. Graduation from secondary school no more than 18 months prior to enrollment at Tallahassee Community College.
 - a. Students may be subject to taking the College's placement test.
3. Enrollment in an A.S. or certificate program appropriate to the credit to be awarded for the specified exemption exam or industry certification. Completion of 9 credit hours in the A.S. or certificate program is required in order for the career pathway credit to be applied to the college transcript.

Procedure

1. The secondary school instructor provides evidence of completion to the district Career and Technical Education contact who forwards the information to the TCC's Career Pathways contact.
2. TCC's Career Pathway Specialist will issue a letter to students who have successfully completed the secondary Career Pathway program as reported by the district Career and Technical Education contact informing students of the Career Pathway articulation agreement opportunities.

Conditions of Agreement

1. Gadsden County High School faculty and TCC faculty will review course textbooks, syllabi, and other institutional materials as needed in order to develop articulated programs of study.
2. Gadsden County High School and TCC will review the list of articulated programs of study annually. Changes will be made as necessary based on changes in program offerings and outcomes.
3. Gadsden County High School and TCC will cooperate in publicizing this program to secondary school students in order to ensure that they are aware of these opportunities.
4. TCC will not charge tuition for any courses for which a student receives articulated credit.

This agreement may be terminated at any time by either Gadsden County High Schools or Tallahassee Community College through providing thirty (30) days' notice. In the event of a termination, both schools agree that students who are currently in secondary courses and working toward fulfilling the competencies or who are in their first semester at TCC will be allowed to complete the articulated credit.

This agreement will remain in effect and will be reviewed annually by the articulation committee and incorporated into the dual enrollment articulation agreement. The articulation committee will be composed of the Vice President for Academic Affairs of Tallahassee Community College, Dean of Healthcare Programs for Tallahassee Community College, District Representative for Gadsden County and the TCC Career Pathways Specialist.

GADSDEN COUNTY HIGH SCHOOL CAREER PATHWAYS

High School CTE Pathway Program of Study: Applied Information Technology (9003400)

Tallahassee Community College Program: Computer Programming and Web Development, A.S.
 Computer Programming Specialist Certificate
 Computer Programming and Analysis Certificate

High School Course Number and Title	Industry Certification & TCC Assessment	Equivalent TCC Course	Credits to be Awarded
8207310 Digital Information Technology	Completion of the high school program	CGS 1060 Computer and Information Literacy	3
9003410 Computer Fundamentals			
9003420 Web Technologies			
9003430 IT Systems & Applications			
9003440 Database Essentials			
9003450 Programming Essentials		CGS 1820 Web Page Authoring	3
9003460 Web Development Technologies			
9003470 Multimedia Technologies			
9003480 Computer Networking Fundamentals			
9003490* Cybersecurity Fundamentals			
Validation Mechanism			
High School transcript noting: <ul style="list-style-type: none"> Completion of high school CTE courses 			

High School CTE Pathway Program of Study: **Digital Design (8209600)**

Tallahassee Community College Program: **Graphic Design and Web Technology, A.S.**

High School Course Number and Title	Industry Certification & TCC Assessment	Equivalent TCC Course	Credits to be Awarded
8207310 Introduction to Information Technology	Completion of the high school program And	CGS 1060 Computer and Internet Literacy	3
8209510 Digital Design 1			
8209520 Digital Design 2	CIW Master Designer PROSO004 OR	PGY2801C Photoshop	3
8209530 Digital Design 3			
8209540 Digital Design 4	Adobe Certified Associate Certificate(s)	Elective Credit	3
8209550 Digital Design 5			
Validation Mechanism			
High School transcript noting: <ul style="list-style-type: none"> Completion of high school CTE courses 			

High School CTE Pathway Program of Study: Nursing Assistant: Acute and Long-Term Care (8417210)

Tallahassee Community College Program: Emergency Medical Services A.S.

High School Course Number and Title	Industry Certification & TCC Assessment	Equivalent TCC Course	Credits to be Awarded
8417100 Health Science Anatomy and Physiology	Completion of the high school program	HSC2531 Medical Terminology	3
8417110 Health Science Foundations		DEP2004 Human Growth and Development	3
8417211 Nursing Assistant 3		Validation Mechanism	
High School transcript noting: <ul style="list-style-type: none"> • Completion of high school CTE courses 			

Procedure

1. The Gadsden Technical College Career and Technical Education Director will provide evidence of completion to the designated Tallahassee Community College Career Pathways Specialist.
2. Tallahassee Community College's designated Career Pathways Specialist will issue a letter to students who have successfully completed the Gadsden Technical College program as reported by the Career and Technical Education Director.
3. If the student desires to participate in the identified Career and Technical Education program, the student will request that an official transcript be forward to TCC. Students will receive block credit upon submission of the Gadsden Technical College transcript.

Conditions of Agreement

1. Gadsden Technical College and TCC's faculty will review course textbooks, syllabi and other institutional materials as needed in order to develop articulated programs of study.
2. Gadsden Technical College and TCC's will review the list of articulated programs of study annually. Changes will be made as necessary based on changes in program offerings and outcomes.
3. Gadsden Technical College and TCC will cooperate in publicizing Career Pathways in order to ensure that students are aware of the opportunities.
4. Tallahassee Community College will not charge tuition for any courses for which a student receives articulated credit.

This agreement will remain in effect and will be reviewed annually by the articulation committee. The articulation committee will be composed of the Principal of Gadsden Technical College, the Director of Secondary Schools, the Provost and Vice President of Academic Affairs and the Dean of Technology of Professional Programs.

GADSDEN TECHNICAL COLLEGE CAREER PATHWAY

Technical College CTE Pathway Program of Study: **Practical Nursing**

Tallahassee Community College Program: **Nursing A.S.**

High School Course Number and Title	Industry Certification & TCC Assessment	Equivalent TCC Course	Credits to be Awarded
PRN0098 Practical Nursing Foundations 1	Completion of the high school program	NUR1021C Nursing Process I	10
PRN0099 Practical Nursing Foundations 2			
PRN0290 Medical Surgical Nursing 1			
PRN0291 Medical Surgical Nursing 2			
PRN0690 Comprehensive Nursing and Transitional Skills			
Validation Mechanism			
High School transcript noting: <ul style="list-style-type: none"> • Completion of high school CTE courses 			

IN WITNESS WHEREOF, the School Board of Gadsden County, Florida and The District Board of Trustees, Tallahassee Community College, Florida have adopted this agreement and caused it to be executed by their respective chairs and chief executive officers.

Date

Chair, The District Board of Trustees,
Tallahassee Community College, Florida

Date

President, Tallahassee Community College

Date

Chair, Gadsden County School Board

Date

Superintendent, Gadsden County School District

**Career and Technical Education
Tallahassee Community College & Leon County School Board
Career Pathways Articulation Agreement
2022-2023**

Articulation is a method of granting college level course credit for learning and skills accomplished as part of secondary school instruction. The secondary school and Tallahassee Community College (TCC) will maintain the integrity of their separate programs and enter into this agreement as cooperating educational institutions.

TCC will work with the high school to establish Career Pathways to serve Career and Technical Education (CTE) students. Agreement will be developed during the year, and this agreement will be amended as agreements are completed.

Student Qualifications

Students must meet all TCC admission requirements and present evidence of the following:

1. Successful completion of the articulated secondary technical program of study with a grade of 2.5 (on a 4.00 scale) or better.
2. Graduation from secondary school no more than 18 months prior to enrollment at Tallahassee Community College.
 - a. Students may be subject to taking the College's placement test.
3. Enrollment in an A.S. or certificate program appropriate to the credit to be awarded for the specified exemption exam or industry certification. Completion of 9 credit hours in the A.S. or certificate program is required in order for the career pathway credit to be applied to the college transcript.

Procedure

1. The secondary school instructor provides evidence of completion to the district Career and Technical Education contact who forwards the information to the TCC's Career Pathways contact.
2. TCC's Career Pathway Specialist will issue a letter to students who have successfully completed the secondary Career Pathway program as reported by the district Career and Technical Education contact informing students of the Career Pathway articulation agreement opportunities.

Conditions of Agreement

1. Leon County High School faculty members and TCC faculty members will review course textbooks, syllabi, and other institutional materials as needed in order to develop articulated programs of study.
2. Leon County High Schools and TCC will review the list of articulated programs of study annually. Changes will be made as necessary based on changes in program offerings and outcomes.
3. Leon County High Schools and TCC will cooperate in publicizing this program to secondary school students in order to ensure that they are aware of these opportunities.
4. TCC will not charge tuition for any courses for which a student receives articulated credit.

This agreement may be terminated at any time by either Leon County High Schools or Tallahassee Community College through providing thirty (30) days' notice. In the event of a termination, both schools agree that students who are currently in secondary courses and working toward fulfilling the competencies or who are in their first semester at TCC will be allowed to complete the articulated credit.

This agreement will remain in effect and will be reviewed annually by the articulation committee and incorporated into the dual enrollment articulation agreement. The articulation committee will be composed of the Provost of Tallahassee Community College, Dean of Business, Industry and Technology for Tallahassee Community College, District Representative for Leon County, the TCC Career Pathways Specialist and others as so designated.

LEON COUNTY HIGH SCHOOLS CAREER PATHWAYS

High School CTE Pathway Program of Study: **Nursing Assistant: Acute and Long-Term Care (8417210)**

Tallahassee Community College Program: **Emergency Medical Services A.S.**

High School Course Number and Title	Industry Certification & TCC Assessment	Equivalent TCC Course	Credits to be Awarded
8417100 Health Science Anatomy and Physiology	Completion of the high school program	HSC2531 Medical Terminology	3
8417110 Health Science Foundations		DEP2004 Human Growth and Development	3
8417211 Nursing Assistant 3			
Validation Mechanism			
High School transcript noting: <ul style="list-style-type: none"> Completion of high school CTE courses 			

High School CTE Pathway Program of Study: **Criminal Justice Operations (8918000)**

Tallahassee Community College Program: **Criminal Justice Technology, A.S.**

High School Course Number and Title	Industry Certification & TCC Assessment	Equivalent TCC Course	Credits to be Awarded
8918010 Criminal Justice Operations 1	Completion of the high school program	CCJ1020 The Criminal Justice System	3
8918020 Criminal Justice Operations 2			3
8918030 Criminal Justice Operations 3		CGS1060 Internet Literacy Exemption Exam for Program Elective	
8918040 Criminal Justice Operations 4 (Track 1) Or 8918040 Criminal Justice Operations 4 (Track 2)			
Validation Mechanism			
High School transcript noting: <ul style="list-style-type: none"> • Completion of high school CTE courses 			

High School CTE Pathway Program of Study: **Digital Design (8209600)**

Tallahassee Community College Program: **Graphic Design and Web Technology, A.S.**

High School Course Number and Title	Industry Certification & TCC Assessment	Equivalent TCC Course	Credits to be Awarded
8207310 Introduction to Information Technology	Completion of the high school program And	CGS 1060 Computer and Internet Literacy	3
8209510 Digital Design 1			
8209520 Digital Design 2	CIW Master Designer PROSO004 OR Adobe Certified Associate Certificate(s)	PGY2801C Photoshop	3
8209530 Digital Design 3			
8209540 Digital Design 4			
8209550 Digital Design 5		Elective Credit	3
Validation Mechanism			
High School transcript noting: <ul style="list-style-type: none"> Completion of high school CTE courses 			

High School CTE Pathway Program of Study: Early Childhood Education (E300100)

Tallahassee Community College Program: Early Childhood Development, Education, and Management, A.S.

High School Course Number and Title	Industry Certification & TCC Assessment	Equivalent TCC Course	Credits to be Awarded	
8405110 Early Childhood Education 1	Completion of the high school program And Completion of Florida Child Care Professional Certificate (FCCPC)	EDF1004 Educational Field Experience	3	
8405120 Early Childhood Education 2		EEC1308 Education of the Young Child	3	
8405130 Early Childhood Education 3			3	
8405140 Early Childhood Education 4			EEC1907 Directed Observation and Participation	3
			Elective Credit	3
Validation Mechanism				
High School transcript noting: <ul style="list-style-type: none"> Completion of high school CTE courses 				

High School CTE Pathway Program of Study: Engineering Pathways (9400300)

Tallahassee Community College Program: Engineering Technology, A.S. or Drafting and Design Technology, A.S.

High School Course Number and Title	Industry Certification & TCC Assessment	Equivalent TCC Course	Credits to be Awarded
8600550 Introduction to Engineering Design	Completion of the high school program And Autodesk Certified User-Inventor	ETD1320 Introduction to CAD	3
8600520 Principles of Engineering			
8600650 Engineering Design and Development			
Validation Mechanism			
High School transcript noting: <ul style="list-style-type: none"> • Completion of high school CTE courses 			

High School CTE Pathway Program of Study: **Networking (8208000)**

Tallahassee Community College Program: **Network Systems Technology, A.S.**

High School Course Number and Title	Industry Certification & TCC Assessment	Equivalent TCC Course	Credits to be Awarded	
8207310 Digital Information Technology	Completion of the high school program And CompTIA Server+COMPT009 And Network+COMP0006, CCNP CISO005	CTS1134 Networking and Telecommunications	3	
8207020 Networking 1				
8207030 Networking 2			CET1600 Open Systems I	3
8207040 Networking 3			CET1610 Open Systems II	3
8207050 Networking 4			CET2615 Open Systems III	3
8207060 Networking 5				
8207070 Networking 6			CET2620 Open Systems IV	3
Validation Mechanism				
High School transcript noting: <ul style="list-style-type: none"> Completion of high school CTE courses 				

Procedure

1. The Lively Technical College designee will provide evidence of completion to the designated Tallahassee Community College Career Pathways Specialist.
2. Tallahassee Community College's designated Career Pathways Specialist will issue a letter to students who have successfully completed the Lively Technical College program as reported by the Lively designee. This letter will identify the articulated college credit of the Career Pathway.
3. If the student desires to participate in the identified Career and Technical Education program, the student will request that an official transcript be forwarded to TCC. Students will receive block credit upon submission of the Lively transcript.

Conditions of Agreement

1. Lively Technical College and TCC's faculty will review course textbooks, syllabi and other institutional materials as needed in order to develop articulated programs of study.
2. Lively Technical College and TCC's will review the list of articulated programs of study annually. Changes will be made as necessary based on changes in program offerings and outcomes.
3. Lively Technical College and TCC will cooperate in publicizing Career Pathways in order to ensure that students are aware of the opportunities.
4. Tallahassee Community College will not charge tuition for any courses for which a student receives articulated credit.

This agreement will remain in effect and will be reviewed annually by the articulation committee. The articulation committee will be composed of the Principal or designee, Lively Technical College, the Provost and Vice President of Academic Affairs and the Dean of Business, Industry and Technology.

LIVELY TECHNICAL COLLEGE CAREER PATHWAYS

Technical College CTE Pathway Program of Study: **Digital Media/Multimedia Design (K100200)**

Tallahassee Community College Program: **Graphic Design and Web Technology, A.S.**

High School Course Number and Title	Industry Certification & TCC Assessment	Equivalent TCC Course	Credits to be Awarded
DIG0081 Theory and Foundations of Design	Completion of the Technical College program	CGS 1060 Computer and Internet Literacy	3
DIG0082 Multimedia Digital/Print Designer			
DIG0083 Multimedia Web Interactive Designer		PGY2801C Photoshop	3
DIG0084 Multimedia Integrated Producer Designer		CAP2703	3
Validation Mechanism			
High School transcript noting: <ul style="list-style-type: none"> Completion of high school CTE courses 			

Technical College CTE Pathway Program of Study: **Practical Nursing**

Tallahassee Community College Program: **Nursing A.S.**

High School Course Number and Title	Industry Certification & TCC Assessment	Equivalent TCC Course	Credits to be Awarded
PRN0098 Practical Nursing Foundations 1	Completion of the high school program	NUR1021C Nursing Process I	10
PRN0099 Practical Nursing Foundations 2			
PRN0290 Medical Surgical Nursing 1			
PRN0291 Medical Surgical Nursing 2			
PRN0690 Comprehensive Nursing and Transitional Skills			
Validation Mechanism			
High School transcript noting: <ul style="list-style-type: none"> • Completion of high school CTE courses 			

IN WITNESS WHEREOF, the School Board of Leon County, Florida and The District Board of Trustees, Tallahassee Community College, Florida have adopted this agreement and caused it to be executed by their respective chairs and chief executive officers.

Date

Chair, The District Board of Trustees,
Tallahassee Community College, Florida

Date

President, Tallahassee Community College

Date

Chair, Leon County School Board

Date

Superintendent, Leon County School District

**Career and Technical Education
Tallahassee Community College & Wakulla County School Board
Career Pathways Articulation Agreement
2022-2023**

Articulation is a method of granting college level course credit for learning and skills accomplished as part of secondary school instruction. The secondary school and Tallahassee Community College (TCC) will maintain the integrity of their separate programs and enter into this agreement as cooperating educational institutions.

TCC will work with the high school to establish Career Pathways to serve Career and Technical Education (CTE) students. Agreements will be developed during the year, and this agreement will be amended as agreements are completed.

Student Qualifications

Students must meet all TCC admission requirements and present evidence of the following:

1. Successful completion of the articulated secondary technical program of study with a grade of 2.5 (on a 4.00 scale) or better.
2. Graduation from secondary school no more than 18 months prior to enrollment at Tallahassee Community College.
 - a. Students may be subject to taking the College's placement test.
3. Enrollment in an A.S. or certificate program appropriate to the credit to be awarded for the specified exemption exam or industry certification. Completion of 9 credit hours in the A.S. or certificate program is required in order for the career pathway credit to be applied to the college transcript

Procedure

1. The secondary school instructor provides evidence of completion to the district Career and Technical Education contact who forwards the information to the TCC's Career Pathways contact.
2. TCC's Career Pathway Specialist will issue a letter to students who have successfully completed the secondary Career Pathway program as reported by the district Career and Technical Education contact informing students of the Career Pathway articulation agreement opportunities.

Conditions of Agreement

1. Wakulla County High School faculty and TCC faculty will review course textbooks, syllabi, and other institutional materials as needed in order to develop articulated programs of study.
2. Wakulla County High School and TCC will review the list of articulated programs of study annually. Changes will be made as necessary based on changes in program offerings and outcomes.
3. Wakulla County High School and TCC will cooperate in publicizing this program to secondary school students in order to ensure that they are aware of these opportunities.
4. TCC will not charge tuition for any courses for which a student receives articulated credit.

This agreement may be terminated at any time by either Wakulla County High Schools or Tallahassee Community College through providing thirty (30) days' notice. In the event of a termination, both schools agree that students who are currently in secondary courses and working toward fulfilling the competencies or who are in their first semester at TCC will be allowed to complete the articulated credit.

This agreement will remain in effect and will be reviewed annually by the articulation committee and incorporated into the dual enrollment articulation agreement. The articulation committee will be composed of the Vice President for Academic Affairs of Tallahassee Community College, Dean of Business, Industry and Technology for Tallahassee Community College, District Representative for Wakulla County and the TCC Career Pathways Specialist.

WAKULLA COUNTY HIGH SCHOOL CAREER PATHWAYS

High School CTE Pathway Program of Study: **Building Trades and Construction (8720300)**

Tallahassee Community College Program: **Building Construction Management, A.S.**

High School Course Number and Title	Industry Certification & TCC Assessment	Equivalent TCC Course	Credits to be Awarded
8722010 Building Trades & Construction Design Tech 1	Completion of the high school program	BCN2230 Construction Materials and Methods	3
BCV0080 Building Construction Asst			
BCV0081 Carpentry and Masonry Tech			
BCV0082 Electrical and Plumbing Tech			
Validation Mechanism			
High School transcript noting: <ul style="list-style-type: none"> Completion of high school CTE courses 			

High School CTE Pathway Program of Study: **Digital Design (8209600)**

Tallahassee Community College Program: **Graphic and Web Technology, A.S.**

High School Course Number and Title	Industry Certification & TCC Assessment	Equivalent TCC Course	Credits to be Awarded
8207310 Digital Information Technology	Completion of the high school program And Adobe Certified Associate Certificate	GRA1111C Graphic Design I	3
8209510 Digital Design 1		PGY2801C Photoshop	3
		Elective	3
8209520 Digital Design 2		Elective	3
Validation Mechanism			
High School transcript noting: <ul style="list-style-type: none"> • Completion of high school CTE courses 			

High School CTE Pathway Program of Study: **Engineering Academy (9400300)**

Tallahassee Community College Program: **Engineering Technology, A.S. or Drafting and Design Technology, A.S.**

High School Course Number and Title	Industry Certification & TCC Assessment	Equivalent TCC Course	Credits to be Awarded
8600550 Introduction to Engineering Design	Completion of the high school program And Autodesk Certified User-Inventor	ETD1320 Introduction to CAD	3
8600520 Principles of Engineering			
8600650 Engineering Design and Development			
Validation Mechanism			
High School transcript noting: <ul style="list-style-type: none"> • Completion of high school CTE courses 			

High School CTE Pathway Program of Study: **Nursing Assistant: Acute and Long-Term Care (8417210)**

Tallahassee Community College Program: **Emergency Medical Services A.S.**

High School Course Number and Title	Industry Certification & TCC Assessment	Equivalent TCC Course	Credits to be Awarded
8417100 Health Science I	Completion of the high school program	HSC2531 Medical Terminology	3
8417110 Health Science II		DEP2004 Human Growth and Development	3
8417131 Nursing Assistant III		Validation Mechanism	
High School transcript noting: <ul style="list-style-type: none"> • Completion of high school CTE courses 			

IN WITNESS WHEREOF, the School Board of Wakulla County, Florida and The District Board of Trustees, Tallahassee Community College, Florida have adopted this agreement and caused it to be executed by their respective chairs and chief executive officers.

Date

Chair, The District Board of Trustees,
Tallahassee Community College, Florida

Date

President, Tallahassee Community College

Date

Chair, Wakulla County School Board

Date

Superintendent, Wakulla County School District



April 17, 2023

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Calandra Stringer, Ph.D.
Vice President and Provost

SUBJECT: Charter School Application Evaluation and Recommendation

Item Description

This item is a request to approve the charter school application for Tallahassee Collegiate Academy.

Overview and Background

In December 2022, TCC was approved by the Florida Department of Education to serve as an authorizer of Florida's public charter schools. As an authorizer, the College is responsible for meeting the following core principles: ensuring that schools maintain high standards, upholding school autonomy crucial to student success, and protecting student and public interests.

This item represents the results of the evaluation of Tallahassee Collegiate Academy's charter school application. The application was reviewed by TCC's Charter School Office which consists of stakeholders from Academic Affairs, Student Affairs, and Administrative Services. The school has a sound educational plan that aligns with TCC's commitment to academic excellence and student success. Additionally, Tallahassee Collegiate Academy provides access to high quality secondary education choices for students and their families and accelerated pathways to college and careers that lead to greater socio-economic mobility. TCC recommends approval of the application for Tallahassee Collegiate Academy.

Tallahassee Collegiate Academy charter school application may be reviewed at:
<https://link.tcc.fl.edu/Resources/TCA/TCA%20Charter%20Application.pdf>

Funding/ Financial Implications

None

Past Actions by the Board

None

Recommended Action

Approve the Tallahassee Collegiate Academy charter school application.

**Florida Charter School Application Evaluation Instrument
Tallahassee Collegiate Academy**

Each section presents criteria for a response that meets the standard, and these criteria should guide the overall rating for the section. The Strengths and Weaknesses boxes provide space to identify data and other evidence that supports the rating. The rationale for each rating is important, especially if some of the data or evidence does not fit neatly into the criteria provided.

Capacity Interview:

Applicants may have the opportunity to present their plan and demonstrate the team's capacity to open and maintain a high-quality charter school as well as to answer questions about their proposal. Any information or evidence from the capacity interview that is used by the sponsor as a basis for denial of the application must be properly documented by means of a recording or transcript.

The following definitions should guide the ratings:

- Meets the Standard:** The response reflects a thorough understanding of key issues and demonstrates capacity to open and operate a quality charter school. It addresses the topic with specific and accurate information that shows thorough preparation and presents a clear, realistic picture of how the school expects to operate.
- Partially Meets the Standard:** The response addresses most of the criteria, but the responses lack meaningful detail and require important additional information.
- Does Not Meet the Standard:** The response lacks meaningful detail, demonstrates lack of preparation, or otherwise raises substantial concerns about the applicant's understanding of the issue in concept or ability to meet the requirement in practice.

Authorizers are encouraged to align their application review process with the Florida Principles and Standards for Quality Authorizing.

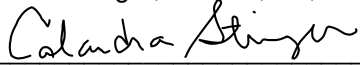
OVERALL ASSESSMENT – COMPLETE THIS SECTION LAST

Would you recommend approval of this application for a public charter school? Explain your recommendation in the Summary Comments section, below.

DENY	APPROVE
<input type="checkbox"/>	X

Name of Person Completing Assessment: Tallahassee Community College Charter Review Committee
Date: 4-3-2023

Title: Dr. Calandra Stringer, Provost, VP, Academic Affairs – Charter Review Committee Chair

Signature: 

I. Educational Plan

The education plan should define what students will achieve, how they will achieve it, and how the school will evaluate performance. It should provide a clear picture of what a student who attends the school will experience in terms of educational climate, structure, assessment and outcomes.

1. Mission, Guiding Principles and Purpose

The Mission, Guiding Principles and Purpose section should indicate what the school intends to do, for whom and to what degree.

Statutory References:

s. 1002.33(2)

Evaluation Criteria:

A response that meets the standard will present:

- A clear and compelling mission and vision statement that defines the guiding principles and values of the school.
- Adequate references to evidence that the application fulfills the statutory guiding principles and purposes for charter schools. (Note: the substance of each addressed principle and purpose will be evaluated within appropriate application sections.)

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
X	<input type="checkbox"/>	<input type="checkbox"/>

Strengths	Reference
Provides a variety of opportunities for students to earn their high school diploma while completing an A.S. degree in a high demand, high wage field.	P. 2
Earning their high school diploma and A.S. degree while dual enrolled means students have the opportunity to earn the degree at no cost to them.	P. 2
The vision of the charter school is situated within the frameworks of 21 st century education as it is focused on students as life-long learners and specific career pathways out of high school.	P. 2
The mission is clearly stated and provides the specific focus for the charter school as an educational space prioritizing multiple pathways for students to enter high-wage, high-demand jobs while also providing an opportunity to continue with higher educational degrees.	P. 2
The mission clearly states the specific career pathways focused on through the STEM fields but also provides flexibility to develop and build as workforce demands.	P. 2
Concerns and Additional Questions	Reference
Concern: Within the mission, there is mention of meeting local workforce demands; however, there isn't a mention in the mission regarding the intentional partnerships with local workforce agencies who can serve as valuable partners in this process.	P. 2
Solution: TCC will work with TCA to incorporate the teachers into TCC's advisory boards to connect with local potential employer partnerships.	

2. Target Population and Student Body

The Target Population and Student Body section should describe the anticipated target population of the school and explain how the school will be organized by grade structure, class size and total student enrollment over the term of the school's charter.

Statutory Reference(s):

s. 1002.33(10)

Evaluation Criteria:

A response that meets the standard will present:

- A clear description of the students the charter school intends to serve including any target populations in accordance with Florida law.
- Alignment of the targeted student body with the overall mission of the school.

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
X	<input type="checkbox"/>	<input type="checkbox"/>

Strengths	Reference
Target population is in alignment with schools in our surrounding area, data provided.	P. 4
The anticipated student population is clearly stated and aligns with the communities it serves.	P. 4
The rationale for the number of students is clearly described as it relates to the demand in the area as well as its mission to provide personalized learning opportunities.	P. 5
The plan is comprehensive in its scope of enrolling students and ensuring their completion of the associates and diploma requirements.	P. 5

Concerns and Additional Questions	Reference

3. Educational Program Design

The Educational Program Design section should describe the educational foundation of the school and the teaching and learning strategies that will be employed.

Statutory Reference(s):

s. 1002.33(7)(a)2.

Evaluation Criteria:

A response that meets the standard will present an educational program design that:

- An educational program design that:
 - Is clear and coherent;
 - Is based on effective, experience or research-based educational practices and teaching methods, and high standards for student learning;
 - Aligns with the school’s mission and responds to the needs of the school’s target population, and
 - Is likely lead to improved student performance for the school’s target population.
- A proposed daily school schedule and annual calendar that complies with statutory requirements for annual number of instructional minutes/days and aligns with priorities and practices described in the educational program design.

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
X	<input type="checkbox"/>	<input type="checkbox"/>

Strengths	Reference
Project based learning, place based education, and the design of the P-Tech model all provide engagement for students in meaningful instruction. Research shows that meaningful instruction and engagement produces higher test scores and more graduates over time. Research has shown that students who participate in dual-enrollment programs are more likely to complete a post-secondary degree.	P. 7
The proposed educational program provides specific details regarding how the students will take advantage of Xello in order to co-create their personalized learning paths.	P.7
The dual enrolled portion of the educational pathway is clearly discussed and includes the needed requirements for students to begin and remain in the dual enrollment process as guided by Florida statutes.	P.7
P-TECH model provides a specific framework that meets the school's vision and mission as it integrates both project-based learning (PBL) and place-based eucation (PBE).	P.8
Integrating the dual enrollment process and the A.S. degree alongside the high school diploma meets the current need for better college outcomes across racial/ethnic groups. The research included in this section is clearly articulated and aligns with the need for the high school.	P. 14

Concerns and Additional Questions	Reference

4. Curriculum Plan

The Curriculum Plan section should explain not only *what* the school will teach but also *how* and *why*.

Statutory Reference(s):

s. 1002.33(6)(a)2.; s. 1002.33(6)(a)4.; s. 1002.33(7)(a)2.; s.1002.33(7)(a)4.

A response that meets the standard will present a curriculum plan that:

- Provides a clear and coherent framework for teaching and learning;
- Is research-based;
- Is well-aligned with the school’s mission and educational philosophy;
- Provides an emphasis on reading;
- Will enable students to attain Florida standards and receive a year’s worth of learning for each year enrolled; and
- Will be appropriate for students below, at, and above grade level.

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
X	<input type="checkbox"/>	<input type="checkbox"/>

Strengths	Reference
Strong curriculum plan based on research and evidence based instruction. Very well aligned with the school’s mission and educational philosophy.	P. 29, 31
The college degree programs are tightly woven into the fabric of the high school, allowing for a seamless transition from TCA to TCC courses.	P. 29, 31
The application outlines a focus on reading through the use of elective “Intensive Reading” courses as well as integrated critical and higher-order thinking reading skills across the content areas.	P. 18
The application outlines specific steps and resources used for any student below, at, and above grade level providing a lense of differentiated instruction that meets students where they are and supporting their education growth in meaningful ways.	P.18
Provides specific description for how the required civic literacy requirement will be met and providing a mechanism for students to demonstrate a pathway for students to fulfill that requirement through their high school coursework.	P. 20
Outlines specific instructional strategies through a research based model (I.e. Marzano) and provided steps for faculty professional development to ensure consistency across content areas.	P. 22
Provides a detailed schedule of milestones for curriculum development providing a roadmap for a continuous improvement process.	P. 30

Concerns and Additional Questions	Reference
Concern: Will the teachers be employed over the summer to have time to work with administration to develop and refine their curriculum?	P. 30, Table 4.2

<p>Solution: TCA responded that the principal would determine if summer contracts are needed to refine curriculum.</p> <p>Concern: Will the teachers be given a budget to purchase classroom manipulatives that support the PBL and PBE initiatives of the school in each curriculum discipline?</p> <p>Solution: TCA responded that they will review the budget as well as apply for additional grants to support initiatives. TCC is also willing to pursue grants in its role as a Local Education Agency (LEA).</p> <p>Concern: How will reading intervention be administered when needed? How will the school blend the push for dual-enrollment and high achievement with the intervention supports that are bound to be needed for student success?</p> <p>Solution: TCA responded that they are willing to work with TCC reading content experts to provide interventions.</p>	<p>P. 30, Table 4.2</p> <p>P. 30</p>
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5. Student Performance, Assessment and Evaluation

The Student Performance, Assessment and Evaluation section should define what students attending the school should know and be able to do and reflect how the academic progress of individual students, cohorts over time, and the school as a whole will be measured.

Statutory Reference(s):

s. 1002.33(6)(a)3.; s.1002.33(7)(a)3.; s.1002.33(7)(a)4.; s.1002.33(7)(a)5.

Evaluation Criteria:

A response that meets the standard will present:

- An understanding of academic accountability provisions and goals mandated by the state.
- An indication that the applicant will hold high expectations for student academic performance.
- Measurable goals for student academic growth and improvement.
- Promotion standards that are based on high expectations and provide clear criteria for promotion from one level to the next, and for graduation (if applicable).
- Evidence that a range of valid and reliable assessments will be used to measure student performance.
- A proposed assessment plan that is sufficient to determine whether students are making adequate progress.
- Evidence of a comprehensive and effective plan to use student achievement data to inform decisions about and adjustments to the educational program.
- Plans for sharing student performance information that will keep students and parents well informed of academic progress.
- Acknowledgement of and general plan to meet FERPA requirements.

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
X	<input type="checkbox"/>	<input type="checkbox"/>

Strengths	Reference
Clear evidence that student achievement goals will be aligned to individual student plans as well as state standards that define success.	P. 34
Clear plan for navigating the challenges with non-existent baseline data.	P. 35
Demonstrates a clear understanding for academic accountability.	P.34, 35, 36
Provides a robust framework for both formative and summative assessments used to determine student progress and growth.	P. 40, 41, 42

Concerns and Additional Questions	Reference
<p>Concern: The annual goals as outlined has the school's grade goal of an A for all years. Given the graduation rate and college and career acceleration boxes will not be populated in the school grade until the 2026-2027 school year (due to growth and the lagged data component) it is important to understand that the school will be missing out on 200 points of the school grade for the first three years during the school's growth, and the grade goal of an A is an ambitious objective.</p> <p>Solution: TCA responded that the goals are ambitions and that the school is willing to provide many intervention strategies to ensure that students stay on track to meet the academic goals.</p>	P. 35, 36

6. Exceptional Students

The Exceptional Students section should demonstrate an understanding of the requirements of the school to serve all students and provide a concrete plan for meeting the broad spectrum of educational needs and providing all students with a quality education.

Statutory Reference(s):

s. 1002.33(16)(a)3.

Evaluation Criteria:

A response that meets the standard will present:

- A clear description of the programs, strategies and supports the school will provide to students with disabilities that will ensure appropriate access for students with disabilities and that the school will not discriminate based on disability.
- A clear description of how the school will ensure students with disabilities will have an equal opportunity of being selected for enrollment.
- A comprehensive and compelling plan for appropriate identification of students with special needs to ensure they are served in the least restrictive environment possible, have appropriate access to the general education curriculum and schoolwide educational, extra-curricular, and culture-building activities in the same manner as non-disabled students, receive required and appropriate support services as outlined in their Individual Education Plans and 504 plans, and participate in standardized testing.
- An understanding and commitment to collaborating with the sponsor to ensure that placement decisions for students with disabilities will be made based on each student’s unique needs through the IEP process.
- An appropriate plan for evaluating the school’s effectiveness in serving exceptional students, including gifted.
- A realistic enrollment projection (SWD) and a staffing plan that aligns with the projections.

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
X	<input type="checkbox"/>	<input type="checkbox"/>

Strengths	Reference
Clearly defined programs and strategies to support students with disabilities and appropriate access for students with disabilities.	P. 47-49
Realistic enrollment projection (SWD) is outlined, and the staffing plan and budget aligns with these projections. There is also an acknowledgment that the staffing plan may require modification as new information is obtained about the unique needs and characteristics of students who enroll.	P. 51, 52
Clearly defined strategies for ensuring the inclusion model consistently facilitated.	P. 48
Clear and comprehensive instructional strategies designed to meet the needs of students with disabilities.	P. 49
Effectively acknowledges the needed flexibility for ESE staffing per the needs of the students attending the school.	P. 52

Concerns and Additional Questions	Reference
Concern: Does the school have a contact to locate skilled providers for contracted services for speech, language, occupational therapy, and counseling services?	P. 52
Solution: TCA responded with a list of local potential agencies to provide services.	

7. English Language Learners

The English Language Learners section should demonstrate an understanding of the requirements of the school to serve English Language Learner students and provide a concrete plan for meeting the broad spectrum of educational needs and providing all students with a quality education.

Statutory Reference(s):

s. 1002.33(10)(f)

Evaluation Criteria:

A response that meets the standard will present:

- Demonstrated understanding of legal obligations regarding the education of English Language Learners.
- A comprehensive and compelling plan for educating English Language Learner students that reflect the full range of programs and services required to provide all students with a high-quality education.
- A clear plan for monitoring and evaluating the progress of ELL students, including exiting students from ELL services.
- Demonstrated capacity to meet the school’s obligations under state and federal law regarding the education of English Language Learners.
- A realistic enrollment projection (ELL) and a staffing plan that aligns with the projections.

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
X	<input type="checkbox"/>	<input type="checkbox"/>

Strengths	Reference
Full and equitable access to all services and programs are available to ELL students, and charter demonstrates a comprehensive plan for ensuring students are able to have success in their academic programs.	P. 58
Demonstrates a clear understanding of the legal obligations for submitting a district ELL plan to FLDOE pursuant to Rule 6A-6.0905, F.A.C. even though it is waiting on clear direction from FLDOE due to the nature of the charter.	P.55
Provides a clear and comprehensive plan for providing ELL student services through the use of an ELL coordinator.	P. 56, 57

Concerns and Additional Questions	Reference
Concern: Will TCA work with FLDOE to develop an ELL plan?	P. 55
Solution: TCC (as a new LEA) will work with FLDOE to provide services and training with the development of an ELL plan,	P. 55
Concern: Will the school receive training for administering the WIDA screener from FLDOE?	P. 57
Solution: TCC has confirmed with FLDOE that training will be provided to both TCC (as a LEA) and to TCA.	
Concern: What translation supports has the school planned in order to conduct meaningful parent conferences with students whose parents speak another language?	P. 61

Solution: TCC will work closely with TCA to provide interpreters. TCA also responded that are willing to contract with service providers for interpreters.

Concern: Will TCA teachers receive the ability to complete an ESOL endorsement with TCC?

Solution: Yes, TCC will enthusiastically work with TCA teachers to provide the ESOL endorsement program.

8. School Culture and Discipline

The School Climate and Discipline section should describe the learning environment of the school and provide evidence that the school will ensure a safe environment conducive to learning.

Statutory Reference(s):

s. 1002.33(7)(a)7.; s. 1002.33(7)(a)11.

Evaluation Criteria:

A response that meets the standard will present:

- A planned school culture that is consistent with the school’s mission and congruent with the student discipline policy.
- An approach to classroom management and student discipline that is consistent with the overall school culture and philosophy.
- Recognition of legal obligations and children’s rights related to enforcing student discipline, suspension, and recommended expulsion, including the school’s code of conduct, if available.
- Consideration of how the code of conduct will apply to students with special needs.
- Appropriate and clear roles of school administrators, teachers, staff, and the governing board regarding discipline policy implementation.

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
X	<input type="checkbox"/>	<input type="checkbox"/>

Strengths	Reference
Plan outlines how students will be developing their own self-discipline, and students will be held to high expectations and will be included in student-directed problem solving. The school culture as outlined is a lofty goal, but one that can be realized through communication and relationship building.	P. 62
The plan allows for delineation of how student conduct issues will be addressed for high school and dual enrolled students.	P. 63
The plan addresses the way students with disabilities or identified special needs will adhere to the procedures mandated by the Individuals with Disabilities Education Act (IDEA).	P. 63

Concerns and Additional Questions	Reference
Concern: Staffing plan does not outline support for this area. It is assumed that the Principal and Assistant Principal for Curriculum will take the lead, however, will there be additional staffing allocated for a Dean of Students that can support behavior interventions, attendance interventions, as well as support students in social-emotional growth as they journey into their college coursework? Solution: TCA responded that as the student population increases, it will provide additional staffing. TCC is also willing to assist.	P. 62, 63

9. Supplemental Programming

The Supplemental Programming section should describe extra and co-curricular activities offered by the school. This section is optional.

Statutory Reference(s):

NA

Evaluation Criteria:

A response that meets the standard will present:

- A clear description of extra- and co-curricular activities that support, and do not detract from, the educational program.
- Evidence of an adequate funding source for extra- and co-curricular activities.
- Lack of supplemental programming may not be a basis for denial.

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
X		

Strengths	Reference
<p>TCC has many opportunities for clubs and collaboration with those clubs is a great way to bring more connection to the college as students dual-enroll.</p> <p>To meet the needs of the students who may desire to play on a sports team or compete in other interscholastic extracurricular student activities, they are eligible to participate in their zoned school or another school the student could attend through district attendance area policies.</p> <p>Staff will be encouraged to assist students to establish clubs and organizations which align to the interests obtained from surveying students.</p> <p>There is a mechanism to offset costs for students who are unable to participate regardless of their income limits. Utilizing funds collected from the extracurricular fee the programs will be funded, along with fundraising efforts, that will allow for carry over and potential surplus.</p>	<p>P. 65</p>

Concerns and Additional Questions	Reference

II. Organizational Plan

The Organizational Plan should provide an understanding of how the school will be governed and managed. It should present a clear picture of the school's governance and management priorities, what responsibilities various groups and people will have, and how those groups will relate to one another.

10. Governance

The Governance section should describe how the policy-making and oversight function of the school will be structured and operate.

Statutory Reference(s):

s. 1002.33(7)(a)15.; s. 1002.33(9)

Evaluation Criteria:

A response that meets the standard will present:

- A governing board that is legally structured, or has a plan to organize in conformity with the laws of Florida.
- A clear description of the governing board's roles, powers, and duties that are consistent with overseeing the academic, organizational, and financial success of the school.
- Appropriate delineation between governance and school management roles.
- At least the core of the Governing Board is identified that has a wide range of knowledge and skills needed to oversee a charter school.
- A board structure (e.g. bylaws and policies concerning member selection, committees, meeting frequency) that supports sustainable and effective school governance.
- Evidence that applicant understands and intends to implement open meeting and records laws.
- Clear policy and plan for dealing with conflicts of interest.
- Appropriate and clear role for any advisory bodies or councils if included.
- An outline of a grievance process (or policy) that will simultaneously address parent or student concerns and preserve appropriate governance and management roles.

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
X	<input type="checkbox"/>	<input type="checkbox"/>

Strengths	Reference
<p>The governing board is experienced and is comprised of business owners and community leaders from our community. Clear policies for dealing with conflicts of interest are outlined, as well as appropriate and clear roles for board structure.</p>	<p>P. 66, 67</p>
<p>The application includes all the relevant and required documents that indicate the legal structure to abide by the laws established in Florida regarding Charter School governance.</p>	<p>P. 68</p>
<p>Regular public notices board meetings will occur monthly and occur on the campus, allowing for parents to attend and be informed of the business operations of TCA.</p>	

Concerns and Additional Questions	Reference
<p>Concern: Are Board members able to approve their own reimbursable expenses as indicated in the application?</p>	<p>P. 66</p>
<p>Solution: TCA responded that final approval will be provided through the contracted financial services which will provide financial oversight.</p>	

<p>Concern: What is the school's initial plan for putting together a School Advisory Committee? Will parents be notified during enrollment about SAC?</p> <p>Solution: TCA responded that the principal will provide a plan for SAC.</p>	
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11. Management and Staffing

The Management and Staffing section should describe how the day-to-day administration of the school's operations will be structured and fulfilled.

Statutory Reference(s):

s. 1002.33(7)(a)9.; s. 1002.33(7)(a)14.

Evaluation Criteria:

A response that meets the standard will present:

- An organizational chart or charts that clearly and appropriately delineate lines of authority and reporting.
- A management structure that includes clear delineation of roles and responsibilities for administering the day-to-day activities of the school.
- Identification of a highly-qualified school leader or a sound plan for the recruitment and selection of the school leader.
- A viable and adequate staffing plan.
- A sound plan for recruiting and retaining highly-qualified and appropriately-certified instructional staff.

Meet the Standard	Partially Meets the Standard	Does Not Meet the Standard
X	<input type="checkbox"/>	<input type="checkbox"/>

Strengths	Reference
<p>Lines of authority and reporting are clearly defined. Providing competitive salaries and participating in FRS is a big plus.</p> <p>The plan described for day-to-day operations is feasible and includes appropriate accounting practices from the bookkeeping to the instructional linkage amongst faculty and students.</p>	p. 80

Concerns and Additional Questions	Reference
<p>Concern: Will faculty report to the principal or assistant principal, the organizational chart aligns the faculty to the assistant principal while the narrative identifies the principal?</p> <p>Solution: TCA responded that the instructors would report to the principal.</p>	P. 75, Table 11.1

12. Human Resources and Employment

The Human Resources and Employment section should define the policies and procedures that frame the school's relationship with its staff.

Statutory Reference(s):

s. 1002.33(7)(a)14.; s. 1002.33(12)

Evaluation Criteria:

A response that meets the standard will present:

- A clear explanation of the relationship between employees and the school.
- Description of the school leader and teacher evaluation plans, or outline of such plans, which align with the Student Success Act as defined by state law.
- A compensation and benefits plan or outline of such a plan that is aligned with Florida's Student Success Act, and will attract and retain quality staff.
- Procedures that are likely to result in the hiring of highly-effective personnel.
- Policies and procedures that hold staff to high professional standards or a plan to develop such policies and procedures.
- An effective plan to address any leadership or staff turnover.

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
X	<input type="checkbox"/>	<input type="checkbox"/>

Strengths	Reference
<p>TCA employees will have access to the same benefits as the college's employees. TCA employees will be supported by the college's Human Resources department.</p> <p>Furthermore, the employees of TCA will also be governed by the policies in place currently for TCC employees, providing for continuity of fiscal and personnel management (not to include the CBA for full-time college faculty).</p>	P. 78

Concerns and Additional Questions	Reference

13. Professional Development

The Professional Development section should clearly describe the proposed expectations and opportunities for administrators, teachers, and other relevant personnel.

Statutory Reference(s):

NA

Evaluation Criteria:

A response that meets the standard will present:

- Professional development activities for administrators and instructional staff that align with the educational program and support continual professional growth as well as growth in responsibilities related to specific job descriptions.

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
X		

Strengths	Reference
The described relationship between the college Provost and Academic Affairs team and the school Principal to work collaboratively on instructional supports when the school has exhausted all efforts to improve instruction is both unique and paves the way for this school to be a success.	P. 83
The collaboration with TCC on professional development will create perfect synergy between TCA and the College.	P. 83
Utilization of individualized professional development plans (IPDP) will guide the principal in their evaluation of faculty and better assist with identifying changes for continual improvement.	

Concerns and Additional Questions	Reference

14. Student Recruitment and Enrollment

The Student Recruitment and Enrollment section should describe how the school will attract and enroll its student body.

Statutory Reference(s):

s. 1002.33(7)(a)7.; s. 1002.33.(7)(a)8.; s. 1002.33(10)

Evaluation Criteria:

A response that meets the standard will present:

- A student recruitment plan that will enable the school to attract its targeted population.
- An enrollment and admissions process that is open, fair, and in accordance with applicable law.
- A plan and process that will likely result in the school meeting its enrollment projections.

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
X	<input type="checkbox"/>	<input type="checkbox"/>

Strengths	Reference
<p>Enrollment and Recruitment plan is sound and strategic. Utilizing a multi-prong approach the school is positioned to attract and recruit a diverse cohort of students from varying demographic backgrounds within the surrounding communities. Some examples include town halls, radio interviews, local news media, and outreach to local middle schools.</p> <p>Internal plans to bolster presence throughout the community and assist with the dissemination of information involved developing a web and social media presence.</p>	<p>p. 91</p>

Concerns and Additional Questions	Reference

15. Parent and Community Involvement

The Parent and Community Involvement section should provide a broad overview of the school's plans to encourage and support parental and community involvement.

Statutory Reference(s):

NA

Evaluation Criteria:

A response that meets the standard will present:

- A general conception of how parents will be involved with the school that aligns with the school's mission and provisions of the educational program. A detailed plan may be developed following approval.

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
X		

Strengths	Reference
<p>Co-locating on the college campus will provide great opportunities for the college and the surrounding community to become involved with the school.</p> <p>There are numerous opportunities for families to become involved in the school, providing feedback to administration while receiving communication through Focus parent portal.</p> <p>Additionally, the school will utilize traditional means of communicating with parents, such as emails and text messages.</p>	P. 91

Concerns and Additional Questions	Reference
<p>Question: How will parents who wish to volunteer apply to be a volunteer, and be properly vetted for their volunteer position? How will community volunteers be vetted for their volunteer position?</p> <p>Solution: TCA responded that the principal would provide a process that aligns with the security plan for the school for volunteers. The principal will provide the vetting process as well as the recruitment process for volunteers.</p>	P. 91

III. Business Plan

The Business Plan should provide an understanding of how the charter operators intend to manage the school's finances. It should present a clear picture of the school's financial viability including the soundness of revenue projections; expenditure requirements; and how well the school's budget aligns with and supports effective implementation of the educational program.

16. Facilities

The Facilities section should provide an understanding of the school's anticipated facilities needs and how the school plans to meet those needs.

Statutory Reference(s):

s. 1002.33(7)(a)13.; s. 1002.33(18)

Evaluation Criteria:

If a facility is acquired, reviewers will look for:

- Evidence that the proposed facility complies with all applicable laws, regulations, and policies and can be ready for the school's opening OR a timeline to ensure the facility will be in compliance and ready by school's opening.
- A facility that is appropriate and adequate for the school's program and targeted population.
- Evidence that the school has the necessary resources to fund the facilities plan.
- A reasonable back-up plan should the proposed facility plan fall through.

If a facility is not yet acquired, reviewers will look for:

- A realistic sense of facility needs.
- A plan and timeline for securing a facility that is appropriate and adequate for the school's program and targeted population.
- Reasonable projections of facility requirements.
- Evidence that the school has the necessary resources to fund the facilities plan.
- Adequate facilities budget based on demonstrated understanding of fair market costs.

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
X	<input type="checkbox"/>	<input type="checkbox"/>

Strengths	Reference
<p>Building description is substantial and meets all program requirements and facilities plan meets laws, regulations and policies related to facilities and school safety.</p> <p>The facility has more than 42,000 square feet distributed over three floors. There also is access to a designated STEM Center that comprises 2,800 square feet that the dual enrolled students will have full access to.</p> <p>In preparation of the college becoming an authorizer of charter schools they have worked with FLDOE and the Office of Safe Schools who have offered suggestions on preparing for the opening of the college's first charter school.</p>	p. 93, 94

Concerns and Additional Questions	Reference

17. Transportation

The Transportation section should describe how the school will address these services for its student body.

Statutory Reference(s):

s. 1002.33(20)

Evaluation Criteria:

A response that meets the standard will present:

- An outline of a reasonable transportation plan that serves all eligible students and will not be a barrier to access for students residing within a reasonable distance of the school.

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
<input type="checkbox"/>	X	<input type="checkbox"/>

Strengths	Reference
The potential for public bus transportation at no cost to students has been established.	P. 95
Data is provided which supports the projected rider usage of the school provided transportation.	P. 95, 96

Concerns and Additional Questions	Reference

18. Food Service

The Food Service section should describe how the school will address these services for its student body.

Statutory Reference(s):

s. 1002.33(20)(a)1.

Evaluation Criteria:

A response that meets the standard will present:

- A food service plan that will serve all students and makes particular provisions for those students who may qualify for free or reduced price lunch.
- A food service plan that places an emphasis on quality, healthy foods.

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
X	<input type="checkbox"/>	<input type="checkbox"/>

Strengths	Reference
Lunch program meets the National School Lunch Program requirements. Students can have lunch in the student union once they are dual-enrolled.	P. 96
Once a student is fully dual-enrolled they will be provided with the option of continuing with the high school on-site food service program in order to stay in compliance with the NSLP.	P. 96

Concerns and Additional Questions	Reference

19. School Safety and Security

The School Safety and Security section should provide a description of the school’s plan to ensure the safety and security of its students and faculty.

Statutory Reference(s):

s. 1002.33(7)(a)11; s. 1002.33(16)(b)8, 12, and 14

Evaluation Criteria:

A response that meets the standard will present:

- A plan that reasonably ensures the safety of students and staff and the protection of the school facility and property. Note that a fully-developed plan will be completed after approval of the application.
- A description of how the school plans to comply with the requirement that at least one safe-school officer is present while school is in session.
- Procedures that clearly demonstrate a plan to respond to active assailant incidents.
- A description of how the school plans to train school staff to respond to active assailant incidents.
- A description of how the school will establish a team to assess and intervene with individuals whose behavior may pose a threat to the safety of staff or students.

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
X	<input type="checkbox"/>	<input type="checkbox"/>

Strengths	Reference
There is no other K-12 school campus in our area that has a police department on campus. The safety and security plan are solid, and evidence is provided that TCCPD is equipped to serve the charter school in areas related to safety and security. The presence of a police agency on the campus will also strengthen the ability of TCA to respond to active assailants.	P. 97, 98
Enhanced security protocol will include a video monitoring system, single point of entry and exit, requiring photo identification to enter the building and use of a two-way radio system for the administrative leadership team.	P. 97, 98

Concerns and Additional Questions	Reference

20. Budget

The Budget section should provide financial projections for the school over the term of its charter.

Statutory Reference(s):

s. 1002.33(6)(a)5.; s. 1002.33(6)(b)2.

Evaluation Criteria:

A response that meets the standard will present:

- Budgetary projections that are consistent with and support all key aspects of the application, including the school’s mission, educational program, staffing plan, and facility.
- A realistic assessment of projected sources of revenue and expenses that ensure the financial viability of the school.
- A sound plan to adjust the budget should revenues not materialize as planned.

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
X	<input type="checkbox"/>	<input type="checkbox"/>

Strengths	Reference
Budget is comprehensive and sound and provides a realistic assessment of projected expenses. TCC received start-up funds from FLDOE to assist with the implementation of the charter school.	Attachment X

Concerns and Additional Questions	Reference

21. Financial Management and Oversight

The Financial Management and Oversight section should describe how the school’s finances will be managed and who will be responsible for the protection of student and financial records.

Statutory Reference(s):

s. 1002.33(6)(a)5.; s. 1002.33(7)(a)9.; s. 1002.33(7)(a)11.

Evaluation Criteria:

A response that meets the standard will present:

- A clear description of how the school’s finances will be managed, including who (or what contracted entity) will manage the finances. Such plan should contain strong internal controls to ensure appropriate fiscal management and ability to comply with all financial reporting requirements.
- A plan for the governing board to regularly exercise oversight over and take accountability for all financial operations of the school.
- Provisions for an annual financial audit.
- Appropriate public transparency of school financial health.
- Appropriate plan to securely store financial records.
- A plan to obtain appropriate and reasonable insurance coverage.

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
X	<input type="checkbox"/>	<input type="checkbox"/>

Strengths	Reference
<p>Plan demonstrated strong and proven abilities for fiscal management.</p> <p>The inclusion of a third-party entity to manage the accounting and financial aspects of the school is provided by an experienced service provider. The keen focus on schools and experience with more than 30 charter schools within the state of Florida provides assurance that the firm has familiarity with state regulatory matters to properly adhere to state rules and regulations regarding fiscal management.</p> <p>As one example, the use of a specifically designed for not-for-profits accounting software, will allow for identifying property in conjunction with the recording of transactions by their fund, function, and object. Additionally, the maintenance of accurate and up-to-date records through use of the identified accounting software will aid internal and external auditing of the school's property and financial records.</p> <p>The plan speaks to the board receiving notices of projections for cash monthly after the first quarter of operations.</p>	<p>P. 196, 197</p>

Concerns and Additional Questions	Reference
<p>Concern: With regards to the storage of financial records, who will have access to these stored documents?</p> <p>Solution: TCA responded that financial records will be audited by an outside agency and submitted to TCC. TCA will store records based on statutory requirements.</p>	<p>P. 108 section H</p>

22. Start-Up Plan

The Start-Up Plan should provide a clear roadmap of the steps and strategies that will be employed to prepare the school to be ready to serve its students well on the first day of operation.

Statutory Reference(s):

s. 1002.33(7)(a)16.

Evaluation Criteria:

A response that meets the standard will present an action plan that:

- Provides a thoughtful and realistic implementation plan that covers major operational items and provides flexibility for addressing unanticipated events.

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
X	<input type="checkbox"/>	<input type="checkbox"/>

Strengths	Reference
Start-Up plan covers all major operational items and provides timeline flexibility. The plan provides a thorough outline of the necessary requirements for opening the school by the established date of August 2023. At the time of this application's review, many of the major items had been completed.	P. 108, 109

Concerns and Additional Questions	Reference

Addendum

Addendum A: Replications

The Replications section should identify the school to be replicated and provide evidence that the model has been successful in raising student achievement, while also describing the capacity of the organization to operate an additional school.

Statutory Reference(s):

s. 1002.33(6)

Evaluation Criteria:

A response that meets the standard will present an action plan that:

- Evidence that school or model to be replicated demonstrates academic, organizational, and financial success.
- A clear, compelling vision for what is being replicated in terms of essential components of the educational program.
- A convincing rationale for how the school or model to be replicated will successfully serve the proposed target student population.
- A strong justification for changing key components of the original school or model in the proposed school. Such justification should include why the changes will better suit the targeted student population and whether the model is still similar enough to the existing model that comparable successful outcomes are likely.
- Evidence that the applicant group has a sound plan for developing the capacity to replicate an existing school including adequate financial and human resources.
- If applicable, evidence of successful past replications or lessons learned from unsuccessful attempts at replication that will increase the probability that this replication will be successful.

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
n/a	n/a	n/a

Strengths	Reference

Concerns and Additional Questions	Reference
N/A – not a replication.	

Addendum A1: High-Performing Replications

The High-Performing Replications section should identify the school to be replicated and provide evidence that the proposed school meets the statutory requirements of being a substantially similar model of a school that has been designated as a High-Performing Charter School and is being established and operated by an organization or individuals that were significantly involved in the operation of the school being replicated.

Statutory Reference(s):

s. 1002.331

Evaluation Criteria:

A response that meets the standard will present an action plan that:

- Evidence that the applicant’s school and the school to be replicated (if different) are designated by the Commissioner of Education as a High-Performing Charter School.
- Evidence that the proposed school will be substantially similar to the high-performing school that is being replicated. Reviewers should base this determination on the response to this question as well applicant’s proposed educational, organization, and business plans as described throughout the application.
- Evidence that the organization or individuals involved in the establishment and operation of the proposed school are significantly involved in the operation of the high-performing school that is being replicated.

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
n/a	n/a	n/a

Strengths	Reference

Concerns and Additional Questions	Reference

Addendum B: Education Service Providers

The ESP section should provide a rationale for contracting with the ESP, evidence of ESP success in operating high-quality charter schools, the capacity of the ESP to successfully operate this school, and evidence that the governing board and ESP are able to operate free from conflicts of interest.

Statutory Reference(s):

s. 1002.33(6)(a)

Evaluation Criteria:

A response that meets the standard will present an action plan that:

- A clear explanation of the reasons for contracting with an education service provider and how and why the ESP was selected and a description of the due diligence employed to assess the capacity of the ESP.
- Sufficient evidence of the ESP's previous academic, organizational, and financial success and capacity for future success that make it more likely than not that it will be successful with the proposed school.
- Evidence of the ESP's organizational capacity to manage an additional school or schools as determined by its growth plan.
- A comprehensive list (Form IEPC-MIA) of all schools affiliated with the ESP and ensuing performance data used to support the selection of the ESP (past and current).
- Evidence of success working with similar populations to the target population. If there are deficiencies or lack of experience working with the target populations, then reviewers will look for a sufficient explanation of programmatic adjustments that will be made to ensure success with any new school(s).
- A clear delineation of the roles and responsibilities and decision-making authority of the school's governing board and the ESP, structured to ensure a clearly defined arm's-length, performance-based relationship that is free from conflicts of interest. This includes evidence that the school's governing board has a clear plan for holding the ESP accountable for negotiated performance.
- A clear delineation of the term of the management agreement, the conditions, grounds and procedures by which the agreement may be renewed and terminated, and a plan for continued operation of the school in the event of termination.
- A draft of the proposed contract with all key terms included.

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
n/a	n/a	n/a

Strengths	Reference

Concerns and Additional Questions	Reference

Applicant History Worksheets (Form IEPC-M1A)

The Applicant History Worksheets should provide information regarding the track record of the applicant, the applicant’s governing board, and if applicable, the applicant’s ESP with regard to the operation of other charter schools. The sponsor should review the entire portfolio of charter schools of the foregoing entities when evaluating performance. The academic and financial performance of the portfolio should be considered in the decision to approve or deny the application.

Statutory Reference(s):

s. 1002.33(6)(a)

Evaluation Criteria:

A sponsor should review the portfolio of schools operated by the applicant group, governing board, or ESP to determine if the academic and financial performance demonstrates the capacity to operate a high-quality charter school.

N/A

Strengths	Reference

Concerns and Additional Questions	Reference



April 17, 2023

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Barbara Wills, Ph.D.
Vice President for Administrative Services and Chief Business Officer

SUBJECT: Fund Analysis - March

Item Description

This item is to provide the Board a summary of the College's operating revenues and expenses as of 3/31/2023.

Overview and Background

As directed in the Florida Public Community College Accounting Manual, revenues from state appropriations, student tuition and fees, interest earned, and other contributions are recorded and monitored in the College's operating fund (fund 1). Expenditures for direct instruction expenses are also recorded in the operating fund.

In accordance with Florida Statutes (1011.01), the Board of Trustees must approve the College's operating fund budget each fiscal year. The College monitors the operating fund activity to ensure approved budget limits are maintained. Additionally, the Board has requested a report of all purchases over \$100,000, but less than \$325,000. The report for the month of March is attached to this item.

Past Actions by the Board

N/A.

Funding/ Financial Implications

The College continues to be in sound financial condition.

Recommended Action

Presented as an information item only.

Tallahassee Community College Fund Analysis
Unrestricted Current Fund
As of March 31, 2023

REVENUE	March	Month	YTD	YTD	Annual	% of YTD
	Actual	Budget	Actual	Budget	Budget	Budget
Student Fees	\$ 2,732,399	\$ 2,070,227.83	\$ 24,800,741	\$ 18,632,051	\$ 24,842,734	100%
State Support	3,901,421	3,080,652	26,464,388	27,725,872	36,967,829	72%
Federal Support	22,364	41,667	966,899	375,000	500,000	193%
Other Revenue	260,610	47,917	1,833,540	431,250	575,000	319%
Non-Revenue Sources	-	83,333	-	750,000	1,000,000	0%
TOTAL REVENUE	6,916,794	5,323,797	54,065,568	47,914,172	63,885,563	85%
EXPENSES	March	Month	YTD	YTD	Annual	% of YTD
	Actual	Budget	Actual	Budget	Budget	Expenses
<u>PERSONNEL COSTS</u>						
Administrative	288,396	317,146	2,653,507	2,854,317	3,805,756	70%
Instructional	1,017,726	1,133,698	9,517,821	10,203,285	13,604,381	70%
Non-Instructional	1,318,761	1,342,102	11,339,930	12,078,918	16,105,224	70%
OPS	670,396	508,165	4,563,968	4,573,484	6,097,979	75%
Personnel Benefits	961,082	897,685	8,221,373	8,079,168	10,772,223	76%
TOTAL PERSONNEL COSTS	4,256,361	4,198,797	36,296,599	37,789,172	50,385,563	72%
<u>CURRENT EXPENSES</u>						
Services	115,478	364,752	2,846,820	3,282,770	4,377,027	65%
Material & Supplies	110,676	236,344	1,811,606	2,127,100	2,836,133	64%
Other Current Charges	789,323	503,070	5,103,925	4,527,630	6,036,840	85%
TOTAL CURRENT EXPENSES	1,015,477	1,104,167	9,762,351	9,937,500	13,250,000	74%
CAPITAL OUTLAY	-	20,833	208,415	187,500	250,000	83%
TOTAL EXPENSES	\$ 5,271,838	\$ 5,323,797	\$ 46,267,365	\$ 47,914,172	\$ 63,885,563	72%

Purchase Orders from \$100,000 to \$324,999 +

Issued in March 2023

Purchase Order	Purchase Order Date	Supplier	Total PO Amount	Description	Approval/Exemption
PO-017226	3/1/2023	Alight Solutions, LLC	110,000.00	Contract for technical support for Workday business process changes and issues, from 1/1/2023 - 12/31/2023.	Exempt from the solicitation process, per FAC 6A-14.0734 (2)(g) - Information technology resources defined as all forms of technology used to create, process, store, transmit, exchange and use information in various forms of voice, video and data, and shall also include the personnel costs and contracts that provide direct information technology support consistent with each individual college's information technology plan.
PO-017293	3/10/2023	MicroSoft Corporation	132,318.39	Microsoft Unified Support Licensing Enrollment Agreement for TCC.	Microsoft State of Florida Contract # 43230000-15-01.
PO-017303	3/10/2023	Adorama, Inc	120,680.00	Unmanned Aerial Systems for WEI's Unmanned Vehicles (Drones) Training Program	Invitation to Bid (ITB) 2023-02.



April 17, 2023

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Barbara Wills, Ph.D.
Vice President for Administrative Services and Chief Business Officer

SUBJECT: Construction Status Report

Item Description

This item describes the status of various construction, renovation, remodeling and site improvement projects at all TCC locations for the Board of Trustees.

Overview and Background

The attached Construction Status report details the noteworthy construction and renovation projects being undertaken to support the educational mission of the College.

Past Actions by the Board

None.

Funding/ Financial Implications

All construction and renovation projects are funded prior to approval, with most being funded from capital improvement fees.

Recommended Action

Presented as an information item only.

CONSTRUCTION STATUS REPORT – AS OF APRIL 2023

MAIN CAMPUS (SITE 1)

TASK	% COMPLETE	DUE DATE	NOTES
5 Year Educational Plant Survey	45%	June 2023	In progress – Finalized Inventory
Master Plan – Main Campus	50%	June 2023	In progress – DAG Architects
Student Union Office Renovation - Transfer Services	90%	April 2023	In progress
TCC COVID Air Quality Upgrades to HVAC	100%	February 2023	Scope includes multiple technologies that will best integrate with the existing campus HVAC equipment to provide the maximum air quality improvements
AP 160 Classroom Renovation	25%	TBD	Converting to a Dental Sim Lab. Design and development underway; Initial design complete; MEP Underway
CH 141,144,145 Foreign Language Labs Conversion to new Classroom	10%	TBD	Waiting on AV Proposals
Student Union Bldg#35 1 st Floor/Food Court Renovation	100%	March 2023	Certificate of Final Inspection pending April BOT approval
Administration Bldg#27 Lobby	15%	TBD	100% CD's Delivered; CM Selection Underway
Sidewalk Repairs, Elimination of Trip Hazards	Continuous	On-going	Repaired 1,645 Trip Hazards and Replaced 48 sections of Sidewalk
State DM - Elevator Door Lock Monitoring Systems Bldg#1,2,5,6,8,9,11N,11S, 12,18,27,30,35,39,41	5%	12/31/2023	COMPLETED: Bldg. 02 SMA See other individual building updates below
Elevator Upgrades at SU Bldg#35	10%	TBD	Materials received; Scheduled for Summer
Elevator Upgrades at DH Bldg#06	10%	TBD	Materials in April
Elevator Upgrades at AC Bldg#08	10%	TBD	Materials in April
Athletics – LS Interior Renovation	15%	TBD	CM Awarded to Southern Standard Construction, 100% CD's delivered 2/24/23. GMP to May BOT

Athletics –Softball / Baseball Complex Improvements	10%	TBD	CM Awarded to Southern Standard Construction, GMP to June BOT
Baseball Fieldhouse Window Replacement	20%	TBD	PO Issued
Athlete Weight Room	80%	March 2023	Awaiting flooring and equipment
CUP Renovation and Infrastructure	50%	TBD	Work in progress
CUP Control Room and ADA Restrooms	15%	TBD	CM Advertised – Bids due May 8, 2023
State DM - Roof Restorations TPP 11, DH 6, AP 3, MLH 4 - Four Buildings with One Contiguous Roof	10%	TBD	Some Materials delivered; Work to commence in April
State DM - Roof Restoration Mailroom (MR) Bldg#57	10%	TBD	Work scheduled to start in May
State DM - 15KV Electrical Underground Infrastructure	15%	TBD	ITB released on March 6, 2023 Proposals due April 18, 2023 Award to May BOT
AC Driveway/Student Drop-Off	100%	TBD	Complete
Third EXIT Lane from Bus Loop	10%	TBD	Reviewing stormwater drainage and traffic requirements with City of Tallahassee
Truck Driving Testing Course Striping	10%	April 2023	Course being updated per FDOT requirements
Transfer of Electrical Bldg#16 to Leon County School Board	35%	April 2023	Environmental Survey Phase I complete; Correcting survey discrepancies; Pending LCS and TCC BOT approval
Annual Bleacher Inspections – Baseball, Softball and Lifetime Sports	60%	April 2023	Inspections underway
Parking Garage Bldg#37 Inspection/Survey	60%	April 2023	Inspections underway
Rain Gutter Repairs – SU Bldg#35 and AD Bldg#27	100%	April 2023	Complete
Dale Mabry Museum	5%	TBD	Dale Mabry Museum Foundation received Grant for relocation of Quonset Hut and Site Improvement
LSC – Metal Coping	5%	TBD	Design and costing in progress
LSC – Metal Roofing	5%	TBD	Costing in progress

Truck Driving Program Expansion	5%	TBD	Renovation of the TT Bldg#31, MR Bldg#57 and Truck Driving Testing Areas
AC Bldg#08 Soffit Repairs	5%	TBD	Temporary repair complete. Awaiting permanent materials.
AC Bldg#08 Charter School Life Safety Evaluation and Code Review	20%	TBD	Under Code Review
SUSTAINABILITY	% COMPLETE	DUE DATE	NOTES
Hydration Stations	Continuous	On-going	Prevented 438,241 Plastic Bottles from going to landfills
Recycled Plastic Lumber/Furniture	Continuous	On-going	Prevented 1,883,000 Plastic Bags from going to landfills
CO2 Avoidance	Continuous	On-going	Prevented 21,912 lbs. of CO2 from being released into the atmosphere

GADSDEN SERVICE CENTER (SITE 2)

TASK	% COMPLETE	DUE DATE	NOTES
Master Plan	50%	June 2023	In Progress – DAG Architects
Disposal of Gadsden Modular Building GTC	100%	March 2023	Disposing of excess property; Complete

FLORIDA PUBLIC SAFETY INSTITUTE (SITE 3)

TASK	% COMPLETE	DUE DATE	NOTES
Master Plan	50%	June 2023	In Progress – DAG Architects
State DM - Elevator Door Lock Monitoring Systems Bldg#3	5%	April 2023	PO Issued
State DM - Replace Chillers, Pumps and Install VFD's at Bldg#4	5%	January 2024	PO Issued
Range Building Erosion Control	20%	TBD	A/E Services underway
Cardio Room Improvement	10%	TBD	Plans Review Complete

CENTER FOR INNOVATION (SITE 4)

TASK	% COMPLETE	DUE DATE	NOTES
Master Plan	25%	June 2023	In Progress – DAG Architects
CFI 2 nd Floor Renovation	100%	December 2022	Certificate of Final Inspection pending April BOT approval
State DM - CFI Exterior Envelope (Walls & Windows)	10%	TBD	CM Awarded; DD's in progress; 100% CD's expected end of April
State DM - CFI Exterior Staircases	10%	TBD	CM Awarded; DD's in progress
CFI – Lower Level Improvements	5%	TBD	Contractor Reviewing existing modular cubicles.

GHAZVINI CENTER FOR HEALTHCARE EDUCATION (SITE 5)

TASK	% COMPLETE	DUE DATE	NOTES
Master Plan	50%	June 2023	In Progress – DAG Architects
Ghazvini Simulator Expansion	100%	December 2022	Certificate of Final Inspection pending April BOT approval
Ghazvini Patio Solar Panel System	50%	April 2023	Construction underway
DAS System	10%	April 2023	Pending completion of Solar Panels
Install Walkway to TMH Lower Parking Area	5%	TBD	Obtain MOU with TMH
Ghazvini Nursing Program Expansion (Concept)	100%	TBD	Conceptual drawings completed – FCG Architects

WAKULLA ENVIRONMENTAL INSTITUTE (SITE 6)

TASK	% COMPLETE	DUE DATE	NOTES
WEI Master Plan	50%	April 2023	In progress
Infrastructure	10%	TBD	In progress
Irrigation Well	10%	TBD	In progress
Sink Hole Remediation	100%	TBD	Complete

FOUNDATION CLASSROOM RENOVATION SUMMARY

Renovated Classroom(s)	Cost to Date
SM 118 - Classroom Renovations	\$ 42,419.96
CH 233 - Classroom Renovations	\$ 19,166.32
CH 234 - Classroom Renovations	\$ 19,151.32
SM 114 - Classroom Renovations	\$ 21,744.29
SM 211 - Classroom Renovations	\$ 27,774.36
SM 129 – Classroom Renovations	\$ 42,569.77



April 17, 2023

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Barbara Wills, Ph.D.
Vice President for Administrative Services and Chief Business Officer

SUBJECT: Architect Invoices

Item Description

This item requests that the Board approve the architect invoices submitted for the month of March 2023.

Overview and Background

The College is now under contract with six architectural firms; Architects | Lewis + Whitlock PA, BKJ, Inc. Architecture, Clemons, Rutherford & Associates, Inc., DAG Architects Inc., EMI Architects and Fitzgerald Collaborative Group, LLC to provide architectural and engineering services for projects at all sites and counties. To ensure quality, the six firms will be assigned projects on a rotational basis with standardized hourly fees.

Architects | Lewis + Whitlock, PA - \$177,970.00
BKJ, Inc. Architecture - \$0.00
Clemons, Rutherford & Associates, Inc. - \$10,101.09
DAG Architects, Inc. - \$42,186.51
EMI Architects - \$0.00
Fitzgerald Collaborative Group, LLC - \$1,000.00

Past Actions by the Board

The Board last authorized architect invoices at the March 20, 2023 meeting.

Funding/ Financial Implications

Funds for minor projects and Master Plans are available from the Capital Improvement fees.

Recommended Action

Authorize payment of architectural invoices as presented.



TO: Tallahassee Community College Attn: Trey Kimbrel 444 Appleyard Drive Tallahassee, Florida 32304	Page <u> 1 </u> of <u> 1 </u> Pages Federal I.D. No: 59-3616761
	Purchase Order No: PO-014722 Project Name: Lifetime Sports Facility Improvements DATE: 3/22/2023
FROM: <u>Architects: Lewis + Whitlock, P.A.</u> 206 W. Virginia St. Tallahassee, Florida 32301	

THE PRESENT STATUS OF THE ACCOUNT IS AS FOLLOWS:

DESCRIPTION	TOTAL FEE	PERCENT COMPLETE	AMOUNT REMAINING	LESS PREVIOUSLY BILLED	AMOUNT DUE THIS INVOICE
Field Measurements / Base File	\$7,420.00	100%	\$0.00	\$7,420.00	\$0.00
Designs Documents	\$39,612.00	100%	\$0.00	\$39,612.00	\$0.00
100% Construction Documents	\$59,418.00	100%	\$0.00	\$0.00	\$59,418.00
Bid / Permitting	\$6,602.00	0%	\$6,602.00	\$0.00	\$0.00
Construction Administration	\$26,408.00	0%	\$26,408.00	\$0.00	\$0.00
Additional Engineering Services	\$7,550.00	39%	\$4,550.00	\$0.00	\$3,000.00
Printing	\$934.00	53%	\$434.00	\$0.00	\$500.00
GRAND TOTALS	\$147,944.00		\$37,994.00	\$47,032.00	\$62,918.00
Invoice Total					\$62,918.00
			* Amount payable directly to: ()		
			* Amount payable directly to: ()	*	

CERTIFIED TRUE AND CORRECT BY:

Rodney L. Lewis, Principal

(Signature of Principal)

(Typed Name and Title)

Tallahassee Community College
 444 Appleyard Drive
 Tallahassee, FL 32304
 United States of America
 Federal ID: 59-1141270
 Tax Exemption ID: 85-80-125307-72C8



Purchase Order

Purchase Order Number	PO-014722
Purchase Order Date	11/10/2021
Payment Terms	Net 30
Requestor	Carl Ross
Phone Number	(850) 201-6200

Supplier:
Architects: Lewis + Whitlock, PA 206 W Virginia Street Tallahassee, FL 32301 United States of America

Ship To:
Tallahassee Community College 444 Appleyard Drive Tallahassee, FL 32304 United States of America

Comments:
Main Campus Site Improvements Building #15 – Design & Documentation Contact: Don.Herr@tcc.fl.edu , 850-201-6168

Bill To:
Tallahassee Community College ATTN: Accounts Payable 444 Appleyard Drive Tallahassee, FL 32304-2895 United States of America (850) 201-8525

Currency	Total Lines Amount	Total Tax Amount	Total PO Amount
USD	147,944.00	0.00	147,944.00

Service Lines						
Line Number	Item Name	Description	Start Date	End Date	Due Date	Amount
1		Total printing fees for field measurements, engineering, design development submittal, 100% CD submittal and 100 CD Specs.				15,905.00

Purchasing & General Services Director

Tallahassee Community College
 444 Appleyard Drive
 Tallahassee, FL 32304
 United States of America
 Federal ID: 59-1141270
 Tax Exemption ID: 85-80-125307-72C8

Purchase Order

Purchase Order Number	PO-014722
Purchase Order Date	11/10/2021
Payment Terms	Net 30
Requestor	Carl Ross
Phone Number	(850) 201-6200

Service Lines

Line Number	Item Name	Description	Start Date	End Date	Due Date	Amount
2		Professional services for Design and Documentation for improvements to building#15. Specifics per attached proposal dated November 01, 2021. **REF: TCC RFQ 2020-02 Recommendation for Architectural Services; Approved at 2/17/20 BOT Meeting**				132,039.00

Messages

Tallahassee Community College does not discriminate against any person on the basis of age, color, disability, ethnicity, gender identity, genetic information, marital status, national origin, pregnancy, race, religion, sex, sexual orientation, or veteran status in its programs and activities

VERIFICATION OF EMPLOYMENT: In accordance with State of Florida Office of the Governor Executive Order Number 11-02, the firm shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all persons employed during the contract term by the firm to perform employment duties within Florida and all persons (including sub-consultants) assigned by the firm to perform work pursuant to the contract with Tallahassee Community College.

Please send all Invoices to Accounts Payable - "AcctPay@tcc.fl.edu"

To ensure timely payments, TCC requires the College's purchase order number to be included on all invoices submitted for payment.

Any questions related to payment of supplier invoices should be directed to the TCC Accounts Payable Office at (850) 201-8565.



TO: Tallahassee Community College Attn: Trey Kimbrel 444 Appleyard Drive Tallahassee, Florida 32304	Page <u>1</u> of <u>1</u> Pages Federal I.D. No: 59-3616761
FROM: <u>Architects: Lewis + Whitlock, P.A.</u> 206 W. Virginia St. Tallahassee, Florida 32301	Purchase Order No: PO-014462-2 Project Name: Softball / Baseball Facility Improvements- Bldgs. #20, #23, #34 DATE: 3/22/2023

THE PRESENT STATUS OF THE ACCOUNT IS AS FOLLOWS:

TCC PO# Service Lines	DESCRIPTION	TOTAL FEE	PERCENT COMPLETE	AMOUNT REMAINING	LESS PREVIOUSLY BILLED	AMOUNT DUE THIS INVOICE
Line 1	Design Documents	\$49,020.00	100%	\$0.00	\$49,020.00	\$0.00
	100% Construction Documents	\$73,530.00	100%	\$0.00	\$0.00	\$73,530.00
	Bid / Permitting	\$8,170.00	0%	\$8,170.00	\$0.00	\$0.00
	Construction Administration	\$32,680.00	0%	\$32,680.00	\$0.00	\$0.00
Line 2	Field Measurements	\$3,840.00	100%	\$0.00	\$3,840.00	\$0.00
Line 3	Additional Civil Engineering	\$77,478.00	73%	\$35,076.00	\$14,020.00	\$28,382.00
Line 4	Printing	\$760.00	73%	\$200.00	\$60.00	\$500.00
Line 5	Additional Srvcs #1 - Owner Req'd Changes	\$25,800.00	49%	\$13,160.00	\$0.00	\$12,640.00
Line 6	Additional Srvcs #2 - Geotechnical Services	\$32,402.71	100%	\$0.00	\$32,402.71	\$0.00
GRAND TOTALS		\$303,680.71		\$89,286.00	\$99,342.71	\$115,052.00
Invoice Total						\$115,052.00

CERTIFIED TRUE AND CORRECT BY:

(Signature of Principal)

Rodney L. Lewis, Principal

(Typed Name and Title)

Tallahassee Community College
 444 Appleyard Drive
 Tallahassee, FL 32304
 United States of America
 Federal ID: 59-1141270
 Tax Exemption ID: 85-80-125307-72C8



Change Order

Purchase Order Number	PO-014462 - 2
Purchase Order Date	09/22/2021
Payment Terms	Net 30
Requestor	Cindy Wommack
Phone Number	(850) 201-6200

Supplier:
Architects: Lewis + Whitlock, PA 206 W Virginia Street Tallahassee, FL 32301 United States of America

Ship To:
Tallahassee Community College 444 Appleyard Drive Tallahassee, FL 32304 United States of America

Comments:
Main Campus Site Improvements Building #20, 23 & 34 – A/E Fees Contact: Don.Herr@tcc.fl.edu , 850-201-6168
Change Order No. 2 - Add Services#2 Geotechnical Services; Creating new line in the amount of \$32,402.71. NEW PO TOTAL: \$303,680.71
Change Order No. 1 - Add Services#1 Construction Documents; Creating new line in the amount of \$25,800.00. NEW PO TOTAL: \$271,278.00
REF: TCC RFQ 2020-02 Recommendation for Architectural Services; Approved at 2/17/20 BOT Meeting

Bill To:
Tallahassee Community College ATTN: Accounts Payable 444 Appleyard Drive Tallahassee, FL 32304-2895 United States of America (850) 201-8525

Currency	Total Lines Amount	Total Tax Amount	Total PO Amount
USD	303,680.71	0.00	303,680.71

Director of Procurement and Auxiliary Services

Tallahassee Community College
 444 Appleyard Drive
 Tallahassee, FL 32304
 United States of America
 Federal ID: 59-1141270
 Tax Exemption ID: 85-80-125307-72C8

Change Order

Purchase Order Number	PO-014462 - 2
Purchase Order Date	09/22/2021
Payment Terms	Net 30
Requestor	Cindy Wommack
Phone Number	(850) 201-6200

Service Lines

Line Number	Item Name	Description	Start Date	End Date	Due Date	Amount
1		To provide professional services for the design and documentation for improvements at buildings 20, 23 and 34 complex. Basic services include design development, 100% construction documents, bidding/permitting and construction administration. Specifics per attached proposal dated September 15, 2021. **REF: TCC RFQ 2020-02 Recommendation for Architectural Services; Approved at 2/17/20 BOT Meeting**				163,400.00
2		Additional services – Field Measurements				3,840.00
3		Additional services – Civil Engineering				77,478.00
4		Additional services – Printing				760.00
5		Additional services #1 to revise the documents in accordance with Owner-requested modifications. Per attached proposal dated March 25, 2022.				25,800.00
6		Additional Services #2 to complete geotechnical services for the project site as well as reimbursement for City of Tallahassee permitting fees paid by the A/E team on behalf of TCC.				32,402.71

Messages

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VERIFICATION OF EMPLOYMENT: In accordance with State of Florida Office of the Governor Executive Order Number 11-02, the firm shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all persons employed during the contract term by the firm to perform employment duties within Florida and all persons (including sub-consultants) assigned by the firm to perform work pursuant to the contract with Tallahassee Community College.

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Tallahassee Community College
444 Appleyard Drive
Tallahassee, FL 32304
United States of America
Federal ID: 59-1141270
Tax Exemption ID: 85-80-125307-72C8

Change Order

Purchase Order Number	PO-014462 - 2
Purchase Order Date	09/22/2021
Payment Terms	Net 30
Requestor	Cindy Wommack
Phone Number	(850) 201-6200

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CLEMONS, RUTHERFORD & ASSOCIATES, INC.

ARCHITECTS ■ PLANNERS ■ INTERIOR DESIGNERS ■ CONSTRUCTION MANAGERS

2027 Thomasville Road, Tallahassee, FL 32308
 p: 850-385-6153 ■ f: 850-386-8420

105 South Broad Street, Thomasville, GA 31792
 p: 229-228-5016 ■ f: 229-228-0509

www.craarchitects.com

March 13, 2023

Project No: 22021.00
 Invoice No: 15858

TALLAHASSEE COMMUNITY COLLEGE
 ATTN: ACCOUNTS PAYABLE
 444 APPELYARD DRIVE
 TALLAHASSEE, FL 32304-2895

Project 22021.00 TCC CUP AUTOMATED CONTROLS ADDITION
 PURCHASE ORDER# PO-015247-1

Professional Services from January 1, 2023 to February 28, 2023

Phase 100 CENTRAL UTILITY PLANT BASIC SERVICES
 Fee

Billing Phase	Fee	Percent Complete	Earned
CENTRAL UTILITY PLANT	0.00	0.00	0.00
SCHEMATIC DESIGN	3,215.03	100.00	3,215.03
DESIGN DEVELOPMENT	4,286.70	100.00	4,286.70
CONSTRUCTION DOCUMENTS	8,573.40	100.00	8,573.40
BIDDING	1,071.68	0.00	0.00
CONSTRUCTION ADMINISTRATION	4,286.69	0.00	0.00
TOILET ROOM ADDITION	0.00	0.00	0.00
SCHEMATIC DESIGN	1,848.75	100.00	1,848.75
DESIGN DEVELOPMENT	2,465.00	100.00	2,465.00
CONSTRUCTION DOCUMENTS	4,930.00	100.00	4,930.00
BIDDING	616.25	0.00	0.00
CONSTRUCTION ADMINISTRATION	2,465.00	0.00	0.00
Total Fee	33,758.50		25,318.88
		Previous Fee Billing	15,217.79
		Current Fee Billing	10,101.09
		Total Fee	10,101.09
		Total this Phase	\$10,101.09

Phase 110	CENTRAL UTILITY PLANT		
		Total this Phase	0.00
		Total this Invoice	\$10,101.09

2021.00

Change Order

Tallahassee Community College
444 Appleyard Drive
Tallahassee, FL 32304
United States of America
Federal ID: 59-1141270
Tax Exemption ID: 85-80-125307-72C8



Purchase Order Number	PO-015247 - 1
Purchase Order Date	04/06/2022
Payment Terms	Net 30
Requestor	Jenny Shuler
Phone Number	(850) 201-6200

Supplier:
Clemons, Rutherford & Associates, Inc. 2027 Thomasville Rd. Tallahassee, FL 32308 United States of America

Ship To:
Tallahassee Community College 444 Appleyard Drive Tallahassee, FL 32304 United States of America

Comments:
PJ-0365 CUP Bldg#28 Automation Controls Addition - A/E Fees Contact: Trey.Kimbrel@tcc.fl.edu Invoice: Jenny.Shuler@tcc.fl.edu CHANGE ORDER #1 - Adding New Line 2 in the amount of \$12,325.00 for Toilet Rooms Addition to CUP Bldg#28. NEW PO TOTAL: \$33,758.50

Bill To:
Tallahassee Community College ATTN: Accounts Payable 444 Appleyard Drive Tallahassee, FL 32304-2895 United States of America (850) 201-8525

Currency	Total Lines Amount	Total Tax Amount	Total PO Amount
USD	33,758.50	0.00	33,758.50

Director of Procurement and Auxiliary Services

Tallahassee Community College
 444 Appleyard Drive
 Tallahassee, FL 32304
 United States of America
 Federal ID: 59-1141270
 Tax Exemption ID: 85-80-125307-72C8

Change Order

Purchase Order Number	PO-015247 - 1
Purchase Order Date	04/06/2022
Payment Terms	Net 30
Requestor	Jenny Shuler
Phone Number	(850) 201-6200

Service Lines						
Line Number	Item Name	Description	Start Date	End Date	Due Date	Amount
1		Architectural/Engineering fees for a Building addition to the existing Central Utility Plant (Bldg #28) to house the Automation Controls for the Main Campus (Site 1). -Addition will be approximately 28' x 28', +/- 784sf -Space will also function as a hands-on learning space for the building automation controls certification program Specifics per attached proposal dated March 28, 2022. **REF: TCC RFQ 2020-02 Recommendation for Architectural Services; Approved at 2/17/20 BOT Meeting**				21,433.50
2		A/E fees for the Toilet Rooms addition to the existing Central Utility Plant building#28. Specifics per attached proposal dated July 28, 2022. **REF: TCC RFQ 2020-02 Recommendation for Architectural Services; Approved at 2/17/20 BOT Meeting**				12,325.00

Messages

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Tallahassee Community College
 Don Herr
 444 Appleyard Drive
 Tallahassee, FL 32304

Invoice number 21094_0323
 Date 03/27/2023
 Project 21094 WEI MASTER PLAN UPDATE

Professional Architectural Services

PHASE 1 - Site 6 (WEI)
 PO-014617

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Task 1 - Overview	1,500.00	0.00	0.00	0.00	0.00
Task 2 - Executive Summary	69,400.00	7.94	3,500.00	5,512.50	2,012.50
Task 3 - Existing Conditions	54,500.00	23.07	8,175.00	12,575.00	4,400.00
Task 4 - Planning Elements	163,200.00	44.90	65,280.00	73,280.00	8,000.00
Task 5 - Decision Themes	31,600.00	0.00	0.00	0.00	0.00
Task 6 - Master Plan & Graphics	39,900.00	88.72	23,437.50	35,400.00	11,962.50
Task 7 - Conclusion	1,933.00	0.00	0.00	0.00	0.00
Total	362,033.00	35.02	100,392.50	126,767.50	26,375.00

Invoice total **26,375.00**

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
21094_0323	03/27/2023	26,375.00	26,375.00				
	Total	26,375.00	26,375.00	0.00	0.00	0.00	0.00

We appreciate your business. Please remit payment at your earliest convenience to: DAG Architects Inc., 1223 Airport Road, Destin, FL 32541. If you have any questions, please contact Jon Holt, Lori Thornton or Michelle Neu at 850.837.8152 or accounting@dagarchitects.com.



Tallahassee Community College
 Don Herr
 444 Appleyard Drive
 Tallahassee, FL 32304

Invoice number 21114_0323
 Date 03/27/2023
 Project 21114 FPSI MASTERPLANNING

Professional Architectural Services

PO-014772

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Task 1 - Overview	1,825.00	100.00	1,825.00	1,825.00	0.00
Task 2 - Executive Summary	59,130.00	0.00	0.00	0.00	0.00
Task 3 - Existing Conditions	41,890.00	1.94	812.50	812.50	0.00
Task 4 - Planning Elements	86,328.00	6.72	5,800.00	5,800.00	0.00
Task 5 - Decision Themes	16,985.00	6.18	1,050.00	1,050.00	0.00
Task 6 - Master Plan & Graphics	30,825.00	39.40	3,325.00	12,145.00	8,820.00
Task 7 - Conclusion	1,815.00	0.00	0.00	0.00	0.00
Total	238,798.00	9.06	12,812.50	21,632.50	8,820.00

Invoice total **8,820.00**

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
21114_0323	03/27/2023	8,820.00	8,820.00				
	Total	8,820.00	8,820.00	0.00	0.00	0.00	0.00

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Destin
 Atlanta
 Pensacola
 Melbourne
 Tallahassee
 Panama City

Tallahassee Community College
 Don Herr
 444 Appleyard Drive
 Tallahassee, FL 32304

Invoice number 23007_0323
 Date 03/27/2023

Project 23007 TCC MAIN CAMPUS AP BLDG
 DENTAL LAB

Professional Architectural Services

PO-017136

Description	Contract Amount	Prior Billed	Percent Complete	Remaining	Current Billed
Schematic Design	10,487.25	10,487.25	100.00	0.00	0.00
Design Development	13,983.00	0.00	50.00	6,991.49	6,991.51
Construction Documents	24,470.25	0.00	0.00	24,470.25	0.00
Bidding & Negotiations	3,495.75	0.00	0.00	3,495.75	0.00
Construction Administration	17,478.75	0.00	0.00	17,478.75	0.00
Total	69,915.00	10,487.25	25.00	52,436.24	6,991.51

Invoice total 6,991.51

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
23007_0323	03/27/2023	6,991.51	6,991.51				
	Total	6,991.51	6,991.51	0.00	0.00	0.00	0.00

We appreciate your business. Please remit payment at your earliest convenience to: DAG Architects Inc., 1223 Airport Road, Destin, FL 32541. If you have any questions, please contact Jon Holt, Lori Thornton or Michelle Neu at 850.837.8152 or accounting@dagarchitects.com.



Fitzgerald Collaborative Group, LLC

850 S Gadsden, Suite 140
Tallahassee, FL 32301
850.350.3500

Tallahassee Community College
Jenny Shuler
444 Appleyard Drive
Tallahassee, FL 32304-2895

Invoice number 210224_0323
Date 04/03/2023

Project 210224 TCC - GHAZVINI SOLAR PANELS
PATIO

Purchase Order # 014731

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Basic Services					
Schematic Design	8,865.00	100.00	8,865.00	8,865.00	0.00
Schematic Design-Kever McKee	1,125.00	100.00	1,125.00	1,125.00	0.00
Schematic Design - H2 Engineers	2,200.00	100.00	2,200.00	2,200.00	0.00
Design Documents	3,722.00	100.00	3,722.00	3,722.00	0.00
Design Documents- Kever McKee	1,313.00	100.00	1,313.00	1,313.00	0.00
Design Documents-H2 Engineering	2,200.00	100.00	2,200.00	2,200.00	0.00
90% Construction Documents	10,350.00	100.00	10,350.00	10,350.00	0.00
90% Construction Documents-Kever McKee	750.00	100.00	750.00	750.00	0.00
90% Construction Documents-H2 Engineer	2,200.00	100.00	2,200.00	2,200.00	0.00
Permit Documents	3,363.00	100.00	3,363.00	3,363.00	0.00
Permit Documents-Kever McKee	562.00	0.00	0.00	0.00	0.00
Permit Documents-H2 Engineering	2,200.00	100.00	2,200.00	2,200.00	0.00
Bidding	4,440.00	100.00	4,440.00	4,440.00	0.00
Construction Administration	9,260.00	50.70	3,694.50	4,694.50	1,000.00
Construction Administration-Kever McKee	750.00	0.00	0.00	0.00	0.00
Construction Administration-H2 Engineering	2,200.00	23.00	506.00	506.00	0.00
Subtotal	55,500.00	86.36	46,928.50	47,928.50	1,000.00
Additional Required Services					
Measured Drawings	2,400.00	100.00	2,400.00	2,400.00	0.00
Programming	7,500.00	100.00	7,500.00	7,500.00	0.00
Independent Green Technologies (IGT Solar)	5,400.00	60.00	3,240.00	3,240.00	0.00
Structural Investigation, Analysis and Report-FCG	500.00	100.00	500.00	500.00	0.00
Structural Investigation, Analysis and Report-Kever McKee	2,850.00	100.00	2,850.00	2,850.00	0.00
Subtotal	18,650.00	88.42	16,490.00	16,490.00	0.00
Total	74,150.00	86.88	63,418.50	64,418.50	1,000.00



TALLAHASSEE • ATLANTA

Tallahassee Community College
Project 210224 TCC - GHAZVINI SOLAR PANELS PATIO

Invoice number 210224_0323
Date 04/03/2023

Invoice total 1,000.00

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
210224_0323	04/03/2023	1,000.00	1,000.00				
	Total	1,000.00	1,000.00	0.00	0.00	0.00	0.00

We appreciate your business. Please remit payment at your earliest convenience to 850 S Gadsden St., Suite 140, Tallahassee, FL 32301. If you have any questions please contact Judith 832.331.9418, or judith@fc-grouppllc.com.



April 17, 2023

MEMORANDUM

TO: Jim Murdaugh, Ph.D.
President

FROM: Barbara Wills, Ph.D.
Vice President for Administrative Services and Chief Business Officer

SUBJECT: Certificate of Final Inspection – Ghazvini Center for Healthcare Education
Nursing Simulation Lab Renovations

Item Description

This item requests approval from the District Board of Trustees for the attached Certificate of Final Inspection, Office of Educational Facilities (OEF) Form 209, for the TCC Ghazvini Center for Healthcare Education Nursing Simulation Lab Renovations Project, located in the Ghazvini Center for Healthcare Education (GCHE) Building #01 at the TCC Site 5 Campus.

Overview and Background

In accordance with *TCC Board Policy 6340 - Reduction of Retainage and Final Payment to Contractor for Construction Projects* and the *State Requirements for Educational Facilities (SREF) Chapter 4 Section 3*, final payment cannot be made to the contractor until; project has been inspected by architect or other designated personnel, Certificate of Occupancy and/or Certificate of Final Inspection has been issued, project has been completed and is Board approved. The Construction Manager at Risk (CMAR) for this project, Allstate Construction, Inc., has completed all required close-out documents and has confirmed the space is in full operation.

Funding/ Financial Implications

This construction contract was funded by Federal HEERF II & ARP Institutional Grant. The construction project is complete and final payment to the contractor is contingent upon Board Approval.

Past Actions by the Board

The Board previously approved the Guaranteed Maximum Price (GMP) for this project at the March 21, 2022 District Board of Trustees meeting.

Recommended Action

Approve the attached Certificate of Final Inspection, Office of Educational Facilities (OEF) Form 209, authorizing final payment to contractor, Allstate Construction, Inc., for the TCC Ghazvini Center for Healthcare Education Nursing Simulation Lab Renovations Project.

FLORIDA DEPARTMENT OF EDUCATION
Office of Educational Facilities

CERTIFICATE OF FINAL INSPECTION

TO: Office of Educational Facilities (OEF) 325 West Gaines Street, Room 1054 Tallahassee, Florida 32399-0400 (850) 245-0494 Fax (850) 245-9236 or (850) 245-9304	OEF USE ONLY
INSTRUCTIONS: Submit for OEF files one copy of the completed form for all projects with construction costs exceeding \$300,000. Mark the appropriate term within the parentheses. Reproduce this form in sufficient quantity for your use. Section 1013.37(2)(c), F.S.	

RE: 4629-1 OEF Assigned Project Number
TALLAHASSEE COMMUNITY COLLEGE (School District Florida College)
GHAZVINI CENTER FOR HEALTHCARE EDUCATION- TCC SITE 5 (School Name Campus)
27 (School College) Code Number
Ghazvini Center for Healthcare Education Nursing Simulation Lab Renovations Description of Project

SECTION A: BOARD'S ACCEPTANCE

Upon the recommendation of our Project (Architect Engineer) as certified in Section B below, in accordance with Chapter 1013, F.S., THE BOARD ACCEPTED the above-referenced project on _____

Name (Type or Print) _____

Signature: _____ Date: _____
 Superintendent President

SECTION B: (ARCHITECT ENGINEER) CERTIFICATION

As PROJECT (ARCHITECT ENGINEER), I have inspected this project and, in my considered professional opinion, the work required by the contract for this project has been completed in accordance with approved contract documents; Chapter 1013, Florida Statutes; Rule 6A-2.0010, FAC; Chapter 553, F.S.; and the Florida Building Code.

Signature: *Trey Kimbrel* Date: March 31 2023

Firm Name: Fitzgerald Collaborative Group, LLC

Address: 850 S. Gadsden Street, Suite 140 Tallahassee FL 32301
 Street/P.O. Box City State Zip

SECTION C: Building Official Other (Specify) Certification

I have inspected the project, and in my considered opinion, it is complete and in accordance with applicable statutes, rules, and codes.

Name (Type or Print) "Trey" G. F. Kimbrel III, BU2140

Signature: *Trey Kimbrel* Date: 3/31/2023
 Building Official Certified Inspector

SECTION D: FACILITY INFORMATION.

1. TYPE OF PROJECT: <input type="checkbox"/> New Plant <input type="checkbox"/> Addition <input type="checkbox"/> Remodeling <input checked="" type="checkbox"/> Renovation <input type="checkbox"/> _____	2. CORRECTED "SPACE INVENTORY REPORT" (land, building, room) HAS BEEN FILED WITH THE OEF: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A If "No," explain: _____
3. SOURCE OF FUNDS: <input type="checkbox"/> Local <input type="checkbox"/> State <input checked="" type="checkbox"/> Federal <input type="checkbox"/> _____	4. ADJUSTED FINAL CONTRACT AMOUNT: \$ <u>\$2,058,935.31</u> 5. PROJECT GROSS SQUARE FOOTAGE: <u>9,708 SF</u> SQ. FT. 6. COST PER GROSS SQUARE FOOT: \$ <u>212.00 / SF</u> 7. COST PER STUDENT STATION: \$ <u>N/A</u>

CERTIFICATE OF FINAL INSPECTION (CFI)

8. BUILDING CONTRACT DATE: <u>March 2, 2022</u>	COMPLETION DATE: <u>February 16, 2023</u>
9. CHANGE ORDERS - List of each Change Order and amount (excluding Direct Purchase amounts).	
C.O. No. <u>01</u> \$ <u>(238,812.69)</u>	C.O. No. _____ \$ _____
C.O. No. _____ \$ _____	C.O. No. _____ \$ _____
C.O. No. _____ \$ _____	C.O. No. _____ \$ _____
C.O. No. _____ \$ _____	C.O. No. _____ \$ _____
10. Date of Occupancy: <u>November 1, 2022</u>	
11. Additional Information:	



April 17, 2023

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Barbara Wills, Ph.D.
Vice President for Administrative Services and Chief Business Officer

SUBJECT: Certificate of Final Inspection – Student Union 1st Floor Renovations

Item Description

This item requests approval from the District Board of Trustees for the attached Certificate of Final Inspection, Office of Educational Facilities Form 209, for the TCC Student Union 1st Floor Renovations Project, located in the Student Union (SU) Building #35 on TCC Main Campus - Site 1.

Overview and Background

In accordance with *TCC Board Policy 6340 - Reduction of Retainage and Final Payment to Contractor for Construction Projects* and the *State Requirements for Educational Facilities (SREF) Chapter 4 Section 3*, final payment cannot be made to the contractor until; project has been inspected by architect or other designated personnel, Certificate of Occupancy and/or Certificate of Final Inspection has been issued, project has been completed and is Board approved. The Construction Manager at Risk for this project, Mad Dog Construction, has completed all required close-out documents and has confirmed the space is in full operation.

Funding/ Financial Implications

This construction contract was funded by Federal HEERF II & ARP Institutional Grant. The construction project is complete and final payment to the contractor is contingent upon Board Approval.

Past Actions by the Board

The Board previously approved the Guaranteed Maximum Price (GMP) for this project at the February 21, 2022 District Board of Trustees meeting.

Recommended Action

Approve the attached Certificate of Final Inspection, Office of Educational Facilities Form 209, authorizing final payment to contractor, Mad Dog Construction, for the TCC Student Union 1st Floor Renovations Project.

FLORIDA DEPARTMENT OF EDUCATION
Office of Educational Facilities

CERTIFICATE OF FINAL INSPECTION

TO: Office of Educational Facilities (OEF) 325 West Gaines Street, Room 1054 Tallahassee, Florida 32399-0400 (850) 245-0494 Fax (850) 245-9236 or (850) 245-9304	OEF USE ONLY
INSTRUCTIONS: Submit for OEF files one copy of the completed form for all projects with construction costs exceeding \$300,000. Mark the appropriate term within the parentheses. Reproduce this form in sufficient quantity for your use. Section 1013.37(2)(c), F.S.	

RE: 4665-1 OEF Assigned Project Number

TALLAHASSEE COMMUNITY COLLEGE (School District Florida College)

MAIN CAMPUS - SITE 1 (School Name Campus)

27 (School College) Code Number

Student Union 1st Floor Social Distancing Improvements Description of Project

SECTION A: BOARD'S ACCEPTANCE

Upon the recommendation of our Project (Architect Engineer) as certified in Section B below, in accordance with Chapter 1013, F.S., THE BOARD ACCEPTED the above-referenced project on _____, _____

Name (Type or Print) _____

Signature: _____ Date: _____
 (Superintendent President)

SECTION B: (ARCHITECT ENGINEER) CERTIFICATION

As PROJECT (ARCHITECT ENGINEER), I have inspected this project and, in my considered professional opinion, the work required by the contract for this project has been completed in accordance with approved contract documents; Chapter 1013, Florida Statutes; Rule 6A-2.0010, FAC; Chapter 553, F.S.; and the Florida Building Code.

Signature:  Date: March 29, 2023


Firm Name: BKJ, Inc.

Address: 1621 Physicians Drive Tallahassee Florida 32308
 Street/P.O. Box City State Zip

SECTION C: Building Official Other (Specify) Certification _____

I have inspected the project, and in my considered opinion, it is complete and in accordance with applicable statutes, rules, and codes.

Name (Type or Print) "Trey" G.F. Kimbrel III, BU 2140

Signature:  Date: 3/30/2023
 Building Official Certified Inspector

SECTION D: FACILITY INFORMATION.

1. TYPE OF PROJECT: <input type="checkbox"/> New Plant <input type="checkbox"/> Addition <input checked="" type="checkbox"/> Remodeling <input type="checkbox"/> Renovation <input type="checkbox"/> _____	2. CORRECTED "SPACE INVENTORY REPORT" (land, building, room) HAS BEEN FILED WITH THE OEF: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A If "No," explain: _____
3. SOURCE OF FUNDS: <input type="checkbox"/> Local <input type="checkbox"/> State <input checked="" type="checkbox"/> Federal <input type="checkbox"/> _____	4. ADJUSTED FINAL CONTRACT AMOUNT: \$ <u>1,942,488.22</u> 5. PROJECT GROSS SQUARE FOOTAGE: <u>17,763</u> SQ. FT. 6. COST PER GROSS SQUARE FOOT: \$ <u>109.36</u>
	7. COST PER STUDENT STATION: \$ <u>N/A</u>

CERTIFICATE OF FINAL INSPECTION (CFI)

8. BUILDING CONTRACT DATE: 2/22/2022 COMPLETION DATE: 3/3/2023

9. CHANGE ORDERS - List of each Change Order and amount (excluding Direct Purchase amounts).

C.O. No. <u>1</u> \$ <u>(545,316.75)</u>	C.O. No. _____ \$ _____
C.O. No. <u>2</u> \$ <u>(98,961.00)</u>	C.O. No. _____ \$ _____
C.O. No. _____ \$ _____	C.O. No. _____ \$ _____
C.O. No. _____ \$ _____	C.O. No. _____ \$ _____

10. Date of Occupancy: 12/22/2022

11. Additional Information:



April 17, 2023

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Barbara Wills, Ph.D.
Vice President for Administrative Services and Chief Business Officer

SUBJECT: Certificate of Final Inspection – TCC Center for Innovation (CFI) 2nd Floor Renovations

Item Description

This item requests approval from the District Board of Trustees for the attached Certificate of Final Inspection, Office of Educational Facilities (OEF) Form 209, for the TCC Center for Innovation (CFI) 2nd Floor Renovations Project, located in the Center for Innovation (CFI) Building #01 at the TCC Site 4 Campus.

Overview and Background

In accordance with *TCC Board Policy 6340 - Reduction of Retainage and Final Payment to Contractor for Construction Projects* and the *State Requirements for Educational Facilities (SREF) Chapter 4 Section 3*, final payment cannot be made to the contractor until; project has been inspected by architect or other designated personnel, Certificate of Occupancy and/or Certificate of Final Inspection has been issued, project has been completed and is Board approved. The Construction Manager at Risk (CMAR) for this project, Childers Construction Co., Inc., has completed all required close-out documents and has confirmed the space is in full operation.

Funding/ Financial Implications

This construction contract was funded by local College Funds. The construction project is complete and final payment to the contractor is contingent upon Board Approval.

Past Actions by the Board

The Board previously approved the Guaranteed Maximum Price (GMP) for this project at the February 21, 2022 District Board of Trustees meeting.

Recommended Action

Approve the attached Certificate of Final Inspection, Office of Educational Facilities (OEF) Form 209, authorizing final payment to contractor, Childers Construction Co., for the TCC Center for Innovation (CFI) 2nd Floor Renovations Project.



April 17, 2023

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Bret Ingerman, M.S.
Vice President for Information Technology

SUBJECT: Information Technology Plan for 2023-24

Item Description

This item requests that the District Board of Trustees approve the Information Technology Plan for FY 2023-24.

Overview and Background

As requested by the District Board of Trustees, we present the Information Technology Plan for FY 2023-24 for your information and discussion. While it is unlikely that we will complete all of the projects that are listed, this does present the major technology needs, initiatives, and directions for the College as of this time. Due to the inherent nature of technology, items may move on and off the list as needs and technologies change and evolve.

Funding/ Financial Implications

This is a yearly update on the information technology plans for the College for the upcoming fiscal year.

Past Actions by the Board

None.

Recommended Action

Approve the Information Technology Plan for FY 2023-24.



April 17, 2023

MEMORANDUM

TO: Jim Murdaugh, President

FROM: Bret Ingerman, Vice President for Information Technology 

SUBJECT: Information Technology Plan for FY 2023-24

The following represents the Information Technology Plan for the upcoming year.

- Continue to explore, procure and deploy appropriate technologies to support the academic and business continuity plans of the College as it relates to the coronavirus pandemic. Also explore, procure and deploy technologies that will support any changes to the academic and business operations of the College post-pandemic.
- Explore and/or implement chatbots, digital assistants and similar technologies, including any related technologies such as artificial intelligence (AI), natural language processing (NLP) and integration platform as a service (IPaaS) that can help provide information and support to students, parents, community members, faculty and staff via self-service and technology-mediated support channels.
- Explore and/or implement technologies related to digital ID cards for students and employees.
- Explore and/or implement technologies related to digital badging and microcredentials.
- Continue to explore, upgrade, and/or replace the technologies used to communicate with students, employees and others especially those that deliver automated, personalized information by integrating with various data sources.
- Continue to explore, upgrade, and/or replace the technologies used to store and access data as well as the software and technologies used for reporting, data analysis, predictive analytics and prescriptive analytics.
- Replace, acquire and/or upgrade the College's telephone and voice communications systems and associated components including , but not limited to hardware, software, handsets and headsets.

- Continue the process of replacing and/or upgrading the College's ERP, SIS and related systems (including but not limited to CRM, curriculum management, catalog management, degree audit, financial aid, advising, and other systems that either require change due to ERP conversion or whose change in conjunction with the ERP conversion will benefit the College)
- Replace, acquire and/or upgrade the technologies used for the College's public website, intranet, portal and internal and external communication and collaboration sites.
- Continue to acquire software technologies that offer robust features and flexible, modern integration capabilities that can be used in conjunction with other College-owned technologies to develop creative solutions to meet institutional needs.
- Replace and/or upgrade end-user computing devices and associated hardware and software components (including but not limited to desktop computers, laptop computers, tablets, etc.)
- Explore and/or implement a robust centralized network and data security program including but not limited to physical and logical network security (hardware, software); intrusion detection and prevention (hardware and software); network access control (hardware and software); log collection, aggregation and analysis; privileged access management (PAM); security information and event management (SIEM); and data security policies and procedures (on premise, and cloud/hosted).
- Continue to enhance end-point protection, access controls, and data security (such as two-factor authentication, passwordless login, identity management tools, PII scanning tools, anti-virus software, mobile device management, etc.).
- Replace and/or upgrade classroom instructional technologies and associated hardware and software components
- Replace and/or upgrade networking equipment (wired and wireless), servers, and associated technologies (including but not limited to Uninterruptible Power Supplies, data storage devices, backup devices, etc.) with an eye towards increasing redundancy of critical systems and a goal of increasing the use of virtualization and / or hosted and cloud technologies.
- Replace and/or upgrade the security systems in use at the College (including video cameras and related systems, dispatch software, door access, etc.).
- Replace and/or upgrade campus police department technologies including but not limited to database systems, reporting systems, records management, computer aided dispatching, evidence/property/incident/activity tracking, and case management systems along with any hardware, software, training, and/or maintenance needs that might be necessary to implement and support present and future needs and systems or integration and/or communication with other systems.

- Acquire, replace and/or upgrade technologies, including but not limited to hardware, software, consulting and training, needed to create, support and enhance a charter high school.
- Support technology needs and initiatives at all campus sites and locations.