

Lake-Sumter State College

**DISTRICT BOARD
OF TRUSTEES**

Board Meeting Packet
January 15, 2025



Lake-Sumter State College
DISTRICT BOARD OF TRUSTEES



Meeting Agenda

Wednesday, January 15, 2025
South Lake Campus

PUBLIC BOARD MEETING AGENDA

CALL TO ORDER - Chairman

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

PUBLIC COMMENT

*A Public Comment Card must be submitted to the Recording Secretary at least 10 minutes prior to the start of the meeting.

CONSENT CONSIDERATIONS

- 0125-01 Approve: Minutes of December 2, 2024 Special Board Meeting
- 0125-02 Approve: Minutes of January 6, 2025 Regular Board Meeting
- 0125-03 Approve: Proposed Curriculum Changes
- 0125-04 Acknowledge: Personnel Staff Changes
- 0125-05 Acknowledge: Monthly Fiscal Report for November & December 2024
- 0125-06 Approve: Purchases over \$65,000
- 0125-07 Acknowledge: Capital Improvement Projects Report

PRESIDENT'S REPORT

- 0125-08 Dr. Laura Byrd, Interim President

VICE PRESIDENT'S REPORTS

- 0125-09

BOARD ATTORNEY'S REPORT

- 0125-10 Ms. Anita Geraci-Carver's Update

Lake-Sumter State College

DISTRICT BOARD OF TRUSTEES



Meeting Agenda

Wednesday, January 15, 2025

South Lake Campus

COMMITTEE REPORTS

- 0125-11 Executive Committee – Chair, Bret Jones
- Facilities Committee – Vice Chair, Ms. Jennifer Hooten
- Finance and Public-Private Partnerships Committee – Mr. Tim Morris
- Strategic Planning Committee – Mr. David Hidalgo
- Student Engagement Committee – Ms. Ivy Parks
- Foundation Liaison – Mr. David Hidalgo

NEW BUSINESS

- 0125-12 Approve: Naming of the Leesburg Campus Athletics Complex
- 0125-13 Approve: 2025-2026 Personnel Calendar
- 0125-14 Information: Coleman Federal Prison Education Program
- 0125-15 Information: Letter of Intent for Leesburg Property Purchase
- 0125-16 Information: Presidential Search Update

ADJOURNMENT

CALENDAR NOTES:

District Board of Trustees Meeting	Wednesday, January 15, 2025 5:00 pm	South Lake Campus
LSSC Day of Service	Friday, February 7, 2025	
Facilities Committee	Wednesday, February 12, 2025 4:30 pm	TBD
Executive Committee	Thursday, February 13, 2025 10:00 am	Clermont
Finance and Public-Private Partnership Committee	Thursday, February 13, 2025 3:00 pm	Leesburg Campus
Strategic Planning Committee	Monday, February 17, 2025 5:00 pm	TBD
District Board of Trustees Meeting	Wednesday, February 19, 2025 5:00 pm	Sumter Center
Foundation Shamrock Shuffle	Saturday, March 1, 2025 8:00 am	Clermont Campus
Foundation Scholarship Dinner	Thursday, March 6, 2025 5:00 pm	Leesburg Campus
Spring Break	Monday, March 10 - Friday, March 14, 2025	
Executive Committee	Tuesday, March 11, 2025 9:00 am	Clermont
Strategic Planning Committee	Monday, March 17, 2025 5:00 pm	TBD
Finance and Public-Private Partnership Committee	Tuesday, March 18, 2025 3:00 pm	Leesburg Campus
District Board of Trustees Meeting	Wednesday, March 19, 2025 5:00 pm	Leesburg Campus
Executive Committee	Tuesday, April 8, 2025 9:00 am	Clermont
Facilities Committee	Wednesday, April 9, 2025 4:30 pm	TBD
Foundation Gala	Friday, April 11, 2025	TBD
Strategic Planning Committee	Monday, April 14, 2025 5:00 pm	TBD
Finance and Public-Private Partnership Committee	Tuesday, April 15, 2025 3:00 pm	Leesburg Campus
Student Experience Awards	Tuesday, April 15, 2025 6:00 pm	Leesburg Campus

District Board of Trustees Meeting	Wednesday, April 16, 2025 5:00 pm	South Lake Campus
Hawkspys Athletics Banquet	Wednesday, April 23, 2025 5:00 pm	Leesburg Campus
Spring Nurse Pinning Ceremony	Wednesday, May 7, 2025 5:00 pm	Leesburg Campus
Spring Clermont Commencement Ceremony	Thursday, May 8, 2025 5:00 pm	Clermont Arts & Recreation Center
Spring Leesburg Commencement Ceremony	Friday, May 9, 2025 5:00 pm	Leesburg Campus
Executive Committee	Tuesday, May 13, 2025 9:00 am	Clermont
Facilities Committee	Wednesday, May 14, 2025 4:30 pm	TBD
Strategic Planning Committee	Monday, May 19, 2025 5:00 pm	TBD
Finance and Public-Private Partnership Committee	Tuesday, May 20, 2025 3:00 pm	Leesburg Campus
District Board of Trustees Meeting	Wednesday, May 21, 2025 4:30 pm	Leesburg Campus
Executive Committee	Tuesday, June 10, 2025 9:00 am	Clermont
Facilities Committee	Wednesday, June 11, 2025 4:30 pm	TBD
Strategic Planning Committee	Monday, June 16, 2025 5:00 pm	TBD
Finance and Public-Private Partnership Committee	Tuesday, June 17, 2025 3:00 pm	Leesburg Campus
District Board of Trustees Meeting	Wednesday, June 18, 2025 5:00 pm	South Lake Campus Board Room

NO BOARD MEETING IN JULY

CONSENT CONSIDERATIONS



**DISTRICT BOARD OF TRUSTEES
LAKE-SUMTER STATE COLLEGE
LEESBURG CAMPUS
December 2, 2024**

PRESENT: Mr. Bret Jones, Board Chair, Ms. Jennifer Hooten, Vice-Chair, Dr. Laura Byrd, Interim President, Board Members: Ms. Ivy Parks, Mr. Tim Morris, Mr. David Hidalgo, and Board Attorney Ms. Anita Geraci-Carver.

ABSENT: Ms. Emily Lee, Board Member

REGULAR MEETING

CALL-TO-ORDER:

The regular meeting of the District Board of Trustees, Lake-Sumter State College, was called to order by Board Chair Bret Jones at 4:06 p.m. on December 2, 2024, at the Leesburg Campus.

PUBLIC COMMENT:

One public comment card was submitted by Jeremy Norton representing the LSSC faculty.

CONSENT CONSIDERATIONS:

MOTION to approve, Mr. David Hidalgo, SECOND, Ms. Ivy Parks, motion passed unanimously.

NEW BUSINESS:

1224-04 – RFP FOR ARMED SECURITY SERVICES

The College recommends to enter negotiations with the highest ranked firm, Allied Universal Security Services, on a contract to provide Armed Security Services for LSSC.
MOTION to enter into negotiations with Allied Universal Security Services on a contract to provide Armed Security Services to authorize the president to sign the contract for implementation of services starting January 1, 2025, Mr. Tim Morris, SECOND, Ms. Jennifer Hooten, motion passed unanimously.

1224-05 – FIRST AMENDMENT ARPA AGREEMENT WITH LAKE COUNTY

The College is requesting that the grant be extended per the terms in the original

agreement.

MOTION to approve the extension request per the terms in the original ARPA agreement, Mr. David Hidalgo, SECOND, Ms. Jennifer Hooten, motion passed unanimously.

DISTRICT BOARD OF TRUSTEES WORKSHOP

The HuntonBrady architects presented the current overview of plans for the Workforce Development Center on the Leesburg Campus for the District Board of Trustees to review.

OTHER CONSIDERATIONS:

The next regular meeting is scheduled for January 15, 2025 at the South Lake Campus.

The meeting was adjourned at 4:19 p.m.

ATTEST:

Mr. Bret Jones, Chair

Dr. Laura Byrd, Secretary/Interim College President

Recording Secretary: Kailyn Wurm

**DISTRICT BOARD OF TRUSTEES
LAKE-SUMTER STATE COLLEGE
SOUTH LAKE CAMPUS
January 6, 2025**

PRESENT: Mr. Bret Jones, Board Chair, Dr. Laura Byrd, Interim President, Board Members: Ms. Ivy Parks, Mr. Tim Morris, Mr. David Hidalgo, and Board Attorney Ms. Anita Geraci-Carver.

ABSENT: Ms. Jennifer Hooten, Ms. Emily Lee, Board Members

CALL-TO-ORDER:

The regular meeting of the District Board of Trustees, Lake-Sumter State College, was called to order by Board Chair Bret Jones at 5:00 p.m. on January 6, 2025, at the South Lake Campus.

PUBLIC COMMENT:

No public comment cards were submitted.

NEW BUSINESS:

0125-01 – NAMING OF THE LEESBURG CAMPUS ATHLETIC COMPLEX

The LSSC Foundation, Inc. recommends the naming of the athletic complex on the Leesburg Campus for J Carlisle Rogers, Sr. Per Board Policy, this item will be brought back to a regular meeting for final approval.

This item is for informational purposes only.

OTHER CONSIDERATIONS:

The next regular meeting is scheduled for January 15, 2025 at the South Lake Campus.

The meeting was adjourned at 5:44 p.m.

ATTEST:

Mr. Bret Jones, Chair

Dr. Laura Byrd, Secretary/Interim College President

Recording Secretary: Kailyn Wurm

Background/References

Per Florida Statute 1001.64, each District Board of Trustees is specifically authorized to adopt rules, procedures, and policies, consistent with law and rules of the State Board of Education, related to its mission and responsibilities as set forth in s. 1004.65, its governance, personnel, budget and finance, administration, programs, curriculum and instruction, buildings and grounds, travel and purchasing, technology, students, contracts and grants, or college property. The Curriculum Committee prepares a monthly report on the status of committee business.

Description

A report on the status of curriculum transactions approved by the Strategic Planning Council and the President's Cabinet is attached.

Recommendation

Motion to approve the proposed curriculum changes as written.

Background/References

Per the Florida Statute 1001.64 (18), each Board of Trustees shall establish the personnel program for all employees of the Florida College System institution. Human Resources personnel transactions includes New Hires, Resignations, Retirements, and Separations that are presented to the District Board of Trustees for review.

Description

New Hires:

Name	Title	Effective Date
Steven Basdeo	Manager, Campus Store	11/04/2024
Andrew Hernandez-Selpulveda	Program Director, Digital Media and Video Production	11/04/2024
Edward Miller	Academic Advisor I	11/04/2024
Alberto Rodriguez	Director of Workforce Education, Four Corners	11/04/2024
Michael Rocha	Analyst III, Network	11/04/2024
Kristin Shepler	Coordinator, Foundation Events	11/18/2024
Brad Hall	Associate Controller	11/18/2024
Erick Rubio	Specialist, Enrollment Services	11/04/2024

Staff Status Changes

Name	Title	Effective Date
Ivan Marcial-Rodriguez	Specialist I, Technology Support	11/01/2024

Departures:

Name	Title	Effective Date
Victoria Yslas-Bindl	Executive Assistant to the CIO/CFO	11/15/2024
Karen Meade	Executive Assistant, Vice President of Technology Innovation/CIO	11/01/2024

Recommendation

Motion to acknowledge the Human Resource Staff Changes for November 1 – December 31, 2024 as written.

Monthly Fiscal Report for November & December 2024

Agenda Item: 0125-05

Background/References

Each month a report is provided to the District Board of Trustees accounting for the activity in the major operating fund (Fund 1) of the College. This report is prepared by the Office of the Vice President of Finance, and is intended to keep the District Board of Trustees apprised of the financial condition of the College.

Description

The General Operating Budget Fund 1 Report, is attached to this agenda item.

Recommendation

This item is for informational purposes only.

Lake-Sumter State College
Fiscal Status Report - Fund 1
General Current Fund
July 1, 2024 through November 30, 2024

	FY 2023-24		FY 2024-25			
	Annual Budget	11/30/2023	Annual Budget	11/30/2024	Percent of Budget Earned/Spent	Projected 6/30/2025
REVENUES & BUDGETED FUND BALANCE						
Student Fees						
Fall						
Tuition	\$ 2,883,900	\$ 3,120,998	\$ 3,451,420	\$ 3,843,315	111%	\$ 3,554,963
Technology Fees	144,300	156,059	166,300	192,180	116%	171,289
Distance Learning	309,300	312,525	340,551	357,105	105%	347,362
Dual Enrollment	386,700	415,037	389,000	432,900	111%	591,280
HSCA Dual Enrollment	577,080	419,070	577,093	587,129	102%	565,551
Lab Fees	79,600	88,193	99,086	94,645	96%	100,077
Spring						
Tuition	\$ 2,616,700	\$ 2,160,384	\$ 3,113,630	\$ 2,866,658	92%	3,199,466
Technology Fees	131,000	108,025	149,300	143,344	96%	154,160
Distance Learning	294,100	206,490	304,208	254,460	84%	312,626
Dual Enrollment	433,500	432,816	480,000	471,613	98%	532,152
HSCA Dual Enrollment	526,700	-	546,984	-	0%	508,996
Lab Fees	117,300	133,582	176,750	157,883	89%	90,069
Summer						
Tuition	\$ 949,300	\$ (9,148)	\$ 1,291,280	\$ (27,609)	-2%	1,317,106
Technology Fees	45,000	(457)	62,100	(1,380)	-2%	63,342
Distance Learning	157,000	(750)	159,405	(300)	0%	162,593
Dual Enrollment	0	(13,028)	0	(43,485)	0%	0
Lab Fees	9,600	(295)	33,290	(1,505)	-5%	33,956
Miscellaneous Fees	190,300	127,440	302,639	141,231	47%	166,451
Youth Development	252,000	2,184	250,000	7,403	3%	187,500
Continuing Education	2,163,250	413,490	1,127,788	507,906	45%	1,726,881
Total Student Tuition and Fees	\$ 12,266,630	\$ 8,072,615	\$ 13,020,824	\$ 9,983,492	77%	\$ 13,785,821
General Revenue Operational Support	\$ 21,090,865	\$ 8,732,876	\$ 20,958,984	\$ 8,806,297	42%	\$ 20,958,984
General Revenue Nursing Support	764,607	382,304	764,600	598,676	78%	764,600
General Rev. Student Success Incentive Initiative	338,782	141,159	338,782	159,894	47%	338,782
State Dual Enrollment Scholarship Program	370,000	293,563	400,000	229,437	57%	400,000
Educational Enhancement Support	3,100,000	-	3,231,881	-	0%	3,231,881
Miscellaneous State Contracts	111,800	-	26,000	(2,742)	-11%	26,000
Federal Support Indirect Cost	75,000	2,343	75,000	65,738	88%	65,738
Foundation Support	20,000	-	-	1,560	0%	1,560
Other Contracts	1,121,200	226,004	586,868	282,067	48%	586,868
Miscellaneous Revenue	23,850	23,692	24,100	31,538	131%	31,538
Total Revenues	\$ 39,282,734	\$ 17,874,556	\$ 39,427,039	\$ 20,155,956	51%	\$ 40,191,770
Transfers In	490,000	-	1,000,000	-	-	1,000,000
Total Revenues and Transfers In	\$ 39,772,734	\$ 17,874,556	\$ 40,427,039	\$ 20,155,956	50%	\$ 41,191,770
EXPENDITURES						
Personnel Expenditures						
Salaries and Wages	\$ 22,045,323	\$ 7,627,027	\$ 22,917,640	\$ 8,238,593	36%	\$ 20,539,673
Benefits	7,779,971	2,873,454	7,757,893	3,067,559	40%	8,416,482
Lapse Salary and Benefits	(1,886,000)	-	(900,000)	-	0%	-
Current Operating Expenditures	9,450,628	3,646,783	10,098,417	4,182,626	41%	10,914,904
Capital Outlay Expenditures	58,000	-	40,000	-	0%	40,000
Contingency	500,000	-	500,000	-	0%	500,000
Total Expenditures	\$ 37,947,922	\$14,147,264	\$ 40,413,950	\$ 15,488,778	38%	\$ 40,411,059
Transfer to Fund Other Funds	(1,800,000)	(2,496)	-	-	-	-
Excess of Revenues over (Expenditures)	\$ 24,812	\$ 3,724,795	\$ 13,089	\$ 4,667,178		\$ 780,711

Lake-Sumter State College
Fiscal Status Report - Fund 1
General Current Fund
July 1, 2024 through December 31, 2024

	FY 2023-24		FY 2024-25			
	Annual Budget	12/31/2023	Annual Budget	12/31/2024	Percent of Budget Earned/Spent	Projected 6/30/2025
REVENUES & BUDGETED FUND BALANCE						
Student Fees						
Fall						
Tuition	\$ 2,883,900	\$ 3,119,374	\$ 3,451,420	\$ 3,815,257	111%	\$ 3,554,963
Technology Fees	144,300	155,978	166,300	190,777	115%	171,289
Distance Learning	309,300	312,285	340,551	357,105	105%	347,362
Dual Enrollment	386,700	411,674	389,000	432,503	111%	587,390
HSCA Dual Enrollment	577,080	419,070	577,093	587,129	102%	565,551
Lab Fees	79,600	88,118	99,086	94,908	96%	99,086
Spring						
Tuition	\$ 2,616,700	\$ 2,638,688	\$ 3,113,630	\$ 3,509,356	113%	3,199,466
Technology Fees	131,000	131,942	149,300	175,481	118%	154,160
Distance Learning	294,100	256,860	304,208	319,080	105%	312,626
Dual Enrollment	433,500	479,099	480,000	651,131	136%	528,651
HSCA Dual Enrollment	526,700	-	546,984	-	0%	508,996
Lab Fees	117,300	160,801	176,750	197,529	112%	89,177
Summer						
Tuition	\$ 949,300	\$ (9,148)	\$ 1,291,280	\$ (27,609)	-2%	1,317,106
Technology Fees	45,000	(457)	62,100	(1,380)	-2%	63,342
Distance Learning	157,000	(750)	159,405	(300)	0%	162,593
Dual Enrollment	0	(13,028)	0	(43,485)	0%	0
Lab Fees	9,600	(295)	33,290	(1,505)	-5%	33,956
Miscellaneous Fees	190,300	134,739	302,639	151,757	50%	175,531
Youth Development	252,000	2,219	250,000	7,482	3%	187,500
Continuing Education	2,163,250	452,012	1,127,788	554,508	49%	1,885,328
Total Student Tuition and Fees	\$ 12,266,630	\$ 8,739,182	\$ 13,020,824	\$ 10,969,724	84%	\$ 13,944,073
General Revenue Operational Support	\$ 21,090,865	\$ 10,479,440	\$ 20,958,984	\$ 10,567,545	50%	\$ 20,958,984
General Revenue Nursing Support	764,607	573,456	764,600	598,676	78%	764,600
General Rev. Student Success Incentive Initiative	338,782	169,389	338,782	187,741	55%	338,782
State Dual Enrollment Scholarship Program	370,000	293,563	400,000	389,068	97%	400,000
Educational Enhancement Support	3,100,000	-	3,231,881	-	0%	3,231,881
Miscellaneous State Contracts	111,800	-	26,000	(2,742)	-11%	26,000
Federal Support Indirect Cost	75,000	2,343	75,000	65,738	88%	65,738
Foundation Support	20,000	-	-	22,405	0%	22,405
Other Contracts	1,121,200	266,399	586,868	334,806	57%	586,868
Miscellaneous Revenue	23,850	23,851	24,100	32,240	134%	32,240
Total Revenues	\$ 39,282,734	\$ 20,547,622	\$ 39,427,039	\$ 23,165,201	59%	\$ 40,371,571
Transfers In	490,000	-	1,000,000	-	-	1,000,000
Total Revenues and Transfers In	\$ 39,772,734	\$ 20,547,622	\$ 40,427,039	\$ 23,165,201	57%	\$ 41,371,571
EXPENDITURES						
Personnel Expenditures						
Salaries and Wages	\$ 22,045,323	\$ 9,355,237	\$ 22,917,640	\$ 10,000,538	44%	\$ 22,301,618
Benefits	7,779,971	3,584,389	7,757,893	4,022,149	52%	7,981,507
Lapse Salary and Benefits	(1,886,000)	-	(900,000)	-	0%	-
Current Operating Expenditures	9,450,628	4,022,067	10,098,417	4,795,744	47%	9,844,953
Capital Outlay Expenditures	58,000	-	40,000	-	0%	40,000
Contingency	500,000	-	500,000	-	0%	500,000
Total Expenditures	\$ 37,947,922	\$16,961,693	\$ 40,413,950	\$ 18,818,431	47%	\$ 40,668,078
Transfer to Fund Other Funds	(1,800,000)	(2,496)	-	-	-	-
Excess of Revenues over (Expenditures)	\$ 24,812	\$ 3,583,433	\$ 13,089	\$ 4,346,770		\$ 703,493

Background/References

Each month a report is provided to the District Board of Trustees accounting for any purchases that have been approved by the President which fall between \$65,000 and \$195,000. This report is prepared by the Office of the Vice President of Finance and Chief Financial Officer, and is intended to apprise the Board of purchases that fall under the authority of the President to approve. The authorization requiring the President’s approval of such purchases is guided by Board Rule 6.09, Purchasing.

Description

Purchase Orders Over \$65,000 – November & December 2024

Vendor: Spiezle Architectural Group
Item Description: SSB Curtain Wall
Amount: \$73,350.00
Purchase Order #: P2500358
Vendor Code: X00141806

Vendor: ABM Industry Groups, LLC
Item Description: Custodial December - June
Amount: \$775,316.85
Purchase Order #: P2500385
Vendor Code: X00121190

Vendor: SignCrafters of Florida Inc
Item Description: Leesburg Monument Sign
Amount: \$91,520.00
Purchase Order #: P2500386
Vendor Code: SIGCRA

Vendor: HuntonBrady Architects, P.A.
Item Description: CO1 Additional Scope – Workforce Development Center
Amount: \$116,250.00
Purchase Order #: P2400740 Change Order 1
Vendor Code: X00142563

Recommendation

Motion to approve the purchases over \$65,000 for the month of November & December 2024 as written.

Background/References

The Facilities Department prepares a monthly report on the status of Capital Improvement Projects.

Description

A report on the status on projects is attached.

Recommendation

This item is for informational purposes only.

Capital Improvement Projects FY 2024-2025			
January 2025 Update			
Project Description	CIP Budget	Expended or PO issued as of 12/31/24	Progress To Date
Safety			
Leesburg Campus William-Johnson Bldg. HR Dead-end Corridor	\$10,000	\$5,620	Faden Builders was issued a PO on 12/11/24 to install a new interior door at the wall location as needed for compliance. This work will be scheduled after HR relocates to the Student Services Building.
Fire Safety Upgrades (DM)	\$75,000	\$80,903	Fire Safety related repairs and replacement of Fire Alarm System devices are in progress. Design is in process for an overhaul of the fire alarm system including panel, strobes, duct detectors, etc. for the Leesburg Campus Gym.
Security Upgrades	\$25,000	\$19,655	Selected security cameras are being replaced as they fail.
Roofs			
Roof Maintenance and Repairs (DM)	\$50,000	\$0	In progress. Deferred Maintenance FY 23 Budget allocated for maintenance/repairs.
South Lake Campus Bldg.1 New Gutters Installation (DM)	\$80,000	\$0	On hold.
Leesburg Campus William-Johnson Admin. Building Roof Restoration (DM)	\$420,000	\$218,781	The roofing restoration work started late December and is progressing. Project timeline is 4 - 6 weeks.
Paving-Grounds			
South Lake Campus Irrigation	\$20,000	\$0	Repairs are being made by a vendor. Two invoices are being processed.
South Lake Campus Drainage Pipe Break Repair	\$100,000	\$99,657	Faden/Paquette completed the project repairs early Sept. 1,800 SY of sod was also added within the basin to help stabilize the area from washout.
Sumter Center Repave, Repair and Re-stripe Parking	\$300,000	\$9,700	Currently in design development with Springstead Engineering to create a parking lot layout which will be taken out for bid.
New Structure			
Sumter Center Workforce Instruction Pavilion & Restroom Facility	\$585,000	\$585,780	The new structure is prefabricated and scheduled to deliver mid January 2025. Engineering services were secured for the civil, mechanical and electrical scope. Faden to begin site work early January and complete construction installations by Spring Break.
Eustis CDL Pad and Building	\$5,750,000	\$197,000	In Design Development with the architect, civil engineer and contractor. Construction timeline is currently (TBD). Funding through grant is pending.

Capital Improvement Projects FY 2024-2025			
January 2025 Update			
Project Description	CIP Budget	Expended or PO issued as of 12/31/24	Progress To Date
Leesburg Campus Workforce Development Center	\$18,500,000	\$1,569,649	An updated timeline and planning efforts for Design Development and construction services was reviewed with the Board of Trustees on 12/2/24. Final completion and owner occupancy is projected by Summer 2027.
HVAC			
HVAC Projects (exhaust fans, air handler units, coil overhaul, etc.) (DM)	\$225,000	\$355,626	Multiple HVAC projects are in progress or completed FY 24-25. PO was issued to Siemens in December to reinsulate Leesburg Campus Chillers 1&2 and PO issued to Westbrook to replace AHUs for the Gym Weight Room. Anticipate starting project to replace the Leesburg Science-Math Bldg. Roof Top Exhaust Fan by March 2025.
Leesburg Campus Building M HVAC Replacement	\$820,000	\$755,394	The new AHUs and chillers were crane lifted in place on Oct 21. HVAC installations and tie-in work completed in December. Currently the controls work is in progress. Final completion by end of January.
Leesburg Campus William Johnson Admin Building HVAC Design and Replacement	\$100,000	\$28,597	Bids received April 5 are overbudget and on hold. Scope modifications are in discussion.
Leesburg Campus New Chiller	\$650,000	\$0	In planning.
General			
Furniture and Equipment (All campuses)	\$115,000	\$125,029	On going procurement as approved by leadership.
Leesburg Campus Monument Signage	\$115,000	\$91,520	The main Monumental Sign replacement is in planning; reviewed on site with SignCrafters 12/4/24. The new replacement monument sign for Facilities Management was installed in November.
Signage (All Campuses)	\$10,000	\$16,572	In planning or completed FY 24-25..

Capital Improvement Projects FY 2024-2025

January 2025 Update

Project Description	CIP Budget	Expended or PO issued as of 12/31/24	Progress To Date
Building Upgrades			
South Lake Campus Building-2 1st and 3rd Floors Redesign	\$180,000	\$3,762	Planning to start design services. Some minor refresh work for the lobby has started.
Leesburg Campus Student Services Building 2nd Floor Remodel	\$3,300,000	\$3,146,127	A temporary occupancy permit (TCO) was issued to Welbro on 11/15/24. Punch work and installation of furnishings continue through January. Planning for moves is in process.
Building Envelope DM23 (various)	\$300,000	\$147,142	A preconstruction meeting is scheduled January 10, to begin the exterior building repairs at the South Lake Campus Science-Health Building. Construction is planned to start January 2025.
Leesburg Campus Liberal Arts Building Demolition	\$450,000	\$313,337	In progress. MEP disconnects and reconnection work for the IT Bldg began in October. The Liberal Arts building demo completed in November. Final completion including repair to the grounds is scheduled by end of January 2025.
Exterior Painting Projects	\$10,000	\$0	Exterior refresh painting is on-going. Sumter Center Bldg.1 is complete.
Interior Painting (All Campuses)	\$8,000	\$8,385	Various interior painting projects continue at all Campuses.
Leesburg Campus Student Services Building 1st Floor Remodel	\$700,000	\$51,889	The first phase of Design Development with Spiezle architects is near complete. Construction is anticipated Spring 2025 and completion by June.
Leesburg Campus Team Locker Room	\$300,000	\$211,093	Contractor refresh work began July 10 2024. New lockers, flooring and soft seating was installed in September. Some mechanical & electrical repairs were also completed.
Leesburg Campus Student Center Vet Lounge Office and SGA Refresh	\$20,000	\$0	On hold.
Leesburg Campus Athletics Complex Upgrades	\$50,000	\$47,773	In progress. Scope of work includes; Improved netting for batting cage and around dugouts, new roofs for dugouts, fencing for the bullpen, curbing for east side of gym between mulch and parking lot. Beach Volleyball courts are also in planning with donor funds. Final completion date (TBD).
Leesburg Campus Center for Teaching and Learning Front Entrance Door Replacement	\$30,000	\$26,719	In progress with Faden Builders. Scope of work is planned December - January.
Leesburg Campus Center for Teaching and Learning Remodel/Convert 116 to Offices	\$80,000	\$65,041	In progress with Faden Builders. Scope of work is scheduled to start in January.
Leesburg Campus Student Services Building Elevator ADA Upgrade/Replacement	\$650,000	\$57,850	In design planning with Spiezle Architects and Welbro Builders.

Capital Improvement Projects FY 2024-2025

January 2025 Update

Project Description	CIP Budget	Expended or PO issued as of 12/31/24	Progress To Date
Leesburg Campus Student Services Building Pipe Repairs	\$75,000	\$0	On hold.
South Lake Campus Building-2 Boardroom 327 Refresh	\$30,000	\$0	Refresh work completed early July.
South Lake Campus E-Sports Room Refresh	\$20,000	\$29,642	E-Sports Room in SL Bldg.2 101 is complete and in use by the students. New lights, ceiling tiles, equipment and furnishings were provided.
South Lake Campus Masterplan	\$450,000	\$457,350	Completed with Jacobs Engineering/DPZ. Final presentations were presented in November.
South Lake Campus Testing Services Remodel	\$40,000	\$1,358	On hold.

PRESIDENT'S REPORT



VICE PRESIDENT'S REPORTS



**Institutional Advancement Division
Update for the President and Board of Trustees
January 2025**

Dr. Laura Byrd, Interim President | Senior Vice President, Institutional Advancement

Access

- The LSSC Foundation awarded \$595,266 in scholarships for Spring 2025 to more than 900 students. The next application will open March 1 -March 31 for the Summer 2025 semester. We are seeking additional Scholarship Committee members to assist in reviewing applications. Please contact the Foundation for more information.
- The Foundation, through the Student Emergency Assistance fund has awarded \$49,000 to 72 students for the 2024 year.
- The 2025 Annual Campaign kicked-off internally with Faculty & Staff in October and to the community during the month of December. To date we've received \$58,064.88 in faculty and staff support along with \$91,009.84 from community members for a grand total of \$159,619.72.
- The 2025 Shamrock Shuffle features a 1-mile Fun Run/5K/10K at the South Lake Campus on Saturday, March 1, at 8:00 am. We have opportunities for walkers & runners, volunteers, vendors, and sponsors. Let us know how you can be a part of the fun!
- The longest running Gala in Lake & Sumter counties will kick-off on Friday, April 11, 2025, at the Brownwood Hotel & Spa. Join us at the 39th Annual Gala Auction where we will visit Vintage Vegas for an evening to support LSSC students! We're accepting auction item donations and have sponsor opportunities available.
- The marketing team prepared a beautiful impact report and an alumni video for the Annual Campaign Kick-Off and Quarterly Board Meeting.

Student Learning & Success

- We welcomed six Student Ambassadors for Spring 2025 who will provide assistance with upcoming events while learning valuable networking opportunities & soft skills training during their student journey at LSSC.
- Plan to join us for the 8th Annual Scholarship Dinner on Thursday, March 6, 2025, at 6:00 PM. Scholarship donors and students collide for an evening of gratitude and celebration.

Learning and Work Environment

- The Foundation will hire two new positions to increase our reach with donor development and the upcoming capital campaign.

GIFTS AND CONTRIBUTIONS RECEIVED

November 1, 2024 – November 30, 2024

\$19,974

Academic Affairs Division
Update for the President and District Board of Trustees
January 2025

Ms. Karen Hogans, Vice President of Academic Affairs

Access

- Dr. Luke and Ms. Marni Kay-Martinez (BS in Elementary Education leadership team) visited four school sites hosting High School Teaching Academies or Early Childhood Programs with approximately 300 high school students.

Student Learning & Success

- Kiriens Montes, Lake County Schools School Related Employee of the Year Finalist. Is a current student in our BS in Elementary Education.
- Dean Craig would like to highlight the entire English faculty with special recognition to Courtney Green, Kelly Davis, and Dr. Elizabeth Terranova. Both Courtney and Kelly have worked tirelessly recreating the ENC 1101 shell and have piloted the shell for the fall 2024 semester with implementing the new course design in the spring 2025 to all English faculty, as well as the adjunct faculty. Elizabeth did the same feat; however, she redesigned the ENC 1102 course shell with the same specifications as ENC 1101. I had asked when I first took over the Communication's department for this new implementation and the entire English faculty took part and worked to get this completed. I am beyond proud of the work to rebrand our classes to incorporate the latest technology to include AI, etc.

Learning & Work Environment

- One hundred sixty-five people attended the *LSSC Showcase* theater production (the two shows were held October 11th and 12th). Ticket sale proceeds covered the Black Box space usage fees paid to the ARC. We enthusiastically invite all members of the Board to our next production – *Almost, Maine!* Show dates are December 4th, 5th, 11th, 12th, and 14th.
- Adjunct Philosophy Professor Dr. Andrew Winters is the editor for *A Critical Companion to David Lynch* published this month by Rowman & Littlefield: [A Critical Companion to David Lynch - 9781666928105](#) A second academic publication is forthcoming - *H.P. Lovecraft and Philosophy* with Bloomsbury.
- Ms. Marni Kay-Martinez, Reading Education – BS in Elementary Education Program Director, participated on the Sumter County Teacher of the Year selection committee.
- Podcast with Innovate EDU “Bridging the Gap: Harnessing Substitute Teaching to Prepare Tomorrow’s Educators” took place on October 16, 2024 @ 3:00 PM with Marni Kay-Martinez (LSSC), Dr. Stephanie Luke (LSSC), & Amanda Von Moos (Substantial Schools)

Enrollment & Student Affairs Division Update for the President and Board of Trustees January 2025

Dr. Joseph Mews, Vice President of Enrollment & Student Affairs

Enrollment Summary

As of January 7, Spring 2025 enrollment stands at 5,598 headcount in our credit programs, an increase of 20.4% (+950) compared to this time last year. Full-time equivalency (FTE) is trending ahead of last year by 27.3%. This headcount total represents a record high for a spring semester. We will process our drop for nonpayment on January 9, and spring enrollment will continue throughout the first week of the semester and through our B sessions. We are accepting applications for all 2025 semesters.

Access

- Our Recruitment team has generated 1,778 applications for admission to the Spring 2025 term, an increase of 28.5% (+395) compared to this time last year.
- Our Enrollment Service Center, Academic Advising, and Financial Aid areas are providing extended hours of service (until 7 PM) to students during the weeks of January 6 and 13 in preparation for the start of the spring semester.
- The 2024-2025 FAFSA successfully launched in November, and financial aid, in collaboration with the recruitment team, has begun hosting FAFSA nights at the local high schools to support and encourage financial aid completion.
- The newly organized Prior Learning Assessment (PLA) Office collaborated with Academic Affairs and Lake Technical College to update our articulation agreements to streamline the awarding of credit for students transferring to LSSC from LTC.
- Our Educational Opportunities Program team successfully exceeded all federally-mandated objectives for the Talent Search Program grant for the 2023-24 year.

Student Learning & Success

- Fall 2024 Commencement Ceremonies were held in Leesburg and South Lake on December 10 and 13. We will finalize the conferral of degrees in mid-January and students will receive them shortly after that.
- Fall-to-spring retention rates are up by 3% compared to last year.
- Our Academic Advising team supported more than 2,000 students during the fall semester as a part of our revamped early intervention model, which includes support outreach based on specific real-time success indicators. This model has positively impacted pass rates and retention and will continue to be refined throughout this year.
- The recent Student Wellness messaging campaigns covered stress management, holiday preparation, finals week resources, World AIDS Day, National Grief Awareness Week, student counseling services, and end-of-semester wellness, while encouraging connections with Career Development Services and Alumni Relations.
- Sophie Capitanelli started as our new Strength & Conditioning Coach in Athletics on January 6. She comes to us from the Atlanta Braves organization.
- All winter/spring sports will be active, with practice starting on January 10.
- Nineteen student-athletes earned a 4.0 GPA for the fall semester. Five Athletics teams earned a GPA of 3.0 or higher.
- Our Baseball, Softball, and Volleyball teams are hosting alumni games as a part of a larger alumni engagement event on January 18 in Leesburg.
- A new beach volleyball complex is being constructed on the Leesburg Campus, which will be the new home for our Beach Volleyball team and serve as a host site for tournaments. The team's first home match is on February 14.

Facilities Planning and Operations Division
Update for the President and District Board of Trustees
January 2025

Thom Kieft, Vice President, Facilities Planning and Operations

Learning & Work Environment

Leesburg Campus

- WELBRO is concluding the Student Services Building 2nd floor remodeling. The final fire rated storefront glass has been installed and the new glass railing will be installed the week of Jan. 6.
- The razing of the Liberal Arts (LA) Bldg. has been completed as scheduled. New sod and irrigation have been installed in the field where the LA Bldg. was located. Finishing touches on the exterior of Bldg. 8 and the covered walkway are being completed now. The vinyl fence to the west of the Shipping and Receiving Bldg. was extended to the corner of Bldg. 8 to hide back of house functions.
- The Bldg. M HVAC replacement is concluding and the temporary chillers have been removed. The last steps of the project include controls work and repairing the wall. This project included two new outside chillers as well as air handler units in the mechanical room.
- The beach volleyball complex construction has started to the west of the gym and should be concluded in 30-35 days. This complex will consist of 6 certified beach volleyball courts and is being funded by partners in the community, including Mr. Corey Warner and Lake Jem Farms.
- The Williams-Johnson Bldg. is having its roof refurbished including removing sections of the old roof where the insulation is wet and replacing it with new insulation.
- Floor demo has commenced in the CTL Bldg. where we are creating additional offices for staff and quiet study spaces for students.

Sumter Center

- The Workforce Pavilion is on order and anticipated to be delivered and constructed onsite starting in mid-January. Work with the site development, the concrete pad, and utilities will commence prior to this date. This new construction facility should be completed by April.
- Springstead Engineering is preparing the design documents for Parking Lots B-D around Buildings 1-3 to take out to bid for repaving the parking lots.
- Poles and lights have been installed on the CDL pad in order to offer an evening program.

South Lake Campus

- A pre-construction meeting is scheduled for Friday, Jan. 10 for the exterior work on the Science-Health Bldg. to resolve some building envelope issues. This project will include removing exterior bricks that are cracked to investigate the underlying issues behind them.

**Financial Services Division
Update for the President and Board of Trustees
January 2025**

Michelle Matis, Vice President, Finance and Chief Financial Officer

Learning and Work Environment:

- Exit interview with state auditors held to review their preliminary results and findings related to the audit of the FY24 AFR. Final report expected in January. State auditors indicated we can expect a review of Bright Futures and Financial Aid in the Spring.
- Student Accounts sent out communications to students regarding Jan 8 fee payment deadlines and payment options.
- Testing of 1098-T files started in preparation of sending final files to Transact on Jan 7.
- Payroll and IT completed set up of new deduction codes related to the State Health Insurance Plan. The deductions for the new plans went into effect on the December paychecks and first monthly deduction file was successfully transmitted to the state.
- Finance and Facilities collaborated to review Purchase Orders and expenditures to ensure Deferred Maintenance Funds from FY23 state appropriations were fully expended or encumbered by the Dec 31 deadline.
- Human Resource staff completed an I-9 refresher training course.
- HR represented the college at the Leesburg Chamber of Commerce Gala and the Lake Sumter SHRM Membership Luncheon.
- Professional and Organizational Development held Feathered Pathways, LSSC day of personal and professional development on Dec 12. Over 100 employees participated.
- The LSSC Chapter of the ACE Women's Network hosted "Cookies and Conversations" at Southlake and Leesburg Campus.
- Annual required trainings for FERPA, Cybersecurity and Campus Safety continue for staff. Employees have until January 10 to complete their training through our LMS, Canvas.
- Professional and Organizational Development navigated PERFORM training sessions for new faculty members.

Student Learning and Success:

- The Campus Store at South Lake opened for business December 6. The store at the Leesburg Campus is in the process of getting ready to open. A date to formally open is still being determined.

Technology Innovation Division

Update for the President and District Board of Trustees

January 2025

Nick Kemp, Vice President of Technology Innovation and Chief Information Officer

Learning and Work Environment

Cybersecurity

- Robust cybersecurity measures implemented continue to combat phishing threats:
 - Over 508,000 phishing emails and cyberattacks were intercepted and processed in the 2024 calendar year.
 - Proactive approach significantly reduces risk of data breaches and financial losses.
 - Enhanced protection safeguards sensitive information and maintains business continuity.

Information Technology

- DIA Circuit Upgrade at Waterman.
 - A significant upgrade to the DIA circuit at Waterman has been completed. This will enhance the internet speed at the DEU from 100 Mbps to a blazing 1 Gbps. This upgrade will have a profound impact on the internet experience for students, faculty, and public users.
- Virtual reality (VR) training has been introduced for nursing education at Southlake and Waterman DEU locations.
 - VR technology will create realistic, interactive scenarios for nursing students.
 - Students will be able to practice critical skills in a safe, controlled virtual setting.

Enterprise Systems

- Transition to People First benefit management portal completed on time, offering more affordable family insurance plans for 2025 and beyond, demonstrating successful change management.
- Implementation of CourseLeaf Path course registration system underway, with infrastructure in place and configuration in progress, aiming for Fall launch to provide a customizable platform for students.
- Custom Argos report developed for DegreeWorks enables detailed tracking of student progress toward degree completion, providing teams with granular insights into completed and remaining courses.
- Successful implementation of Ellucian Experience (myLSSC 2.0) with streamlined cards and consolidated links, providing a modern, user-friendly portal for students and employees.

Institutional Effectiveness

- Faculty-wide Assessment Summit conducted to review comprehensive student learning outcomes data.
 - All faculty members engaged in critical evaluation of performance metrics
 - Cross-disciplinary insights shared to identify best practices and areas for improvement.
 - Data-driven approach ensures targeted focus on key educational objectives.
- Public Data Dashboard unveiled at Feathered Pathways, providing easy access to commonly requested information.
 - Centralized platform for accessing key educational metrics and performance indicators.
 - Increased transparency fosters trust and engagement with stakeholders.
 - Real-time data updates ensure decision-making based on current information.
- Hands-on training session equipped stakeholders with dashboard navigation skills.
 - Interactive presentation demonstrated practical use of the dashboard.
 - Attendees gained proficiency in data interpretation and extraction.
 - Empowered users to leverage data for informed decision-making and strategic planning.
- Enhanced data accessibility empowers informed decision-making for all stakeholders
 - Business partners can assess educational outcomes relevant to workforce needs.
 - Community members gain insights into institutional performance and student success.
 - Prospective students and families can make informed choices about educational options.

**Workforce Programs Division
Update for the President and District Board of Trustees
January 2025**

Rep. John Temple, Vice President of Workforce Programs

Access

- At the Sumterville Campus recently added lights to the CDL pad so we can offer evening classes for our CDL drivers. By adding this opportunity, it will expand access to those who must work during the day. We anticipate offering classes starting after Spring Break, March 2025
- At our Four Corners Campus, we are looking forward to offering English for Professionals after Spring Break in March 2025. This program will assist professionals in the Four Corners area who have an English barrier. Dr. Alberto Rodriguez, Director of Workforce Education in Four Corners, and Kelly Marcal have been communicating with local businesses about their needs and developing a program to assist students in the community in achieving opportunities for high-paying careers.

Workforce Development

- New Directors:
Workforce is excited to have three new directors to lead our programs.
Alberto Rodriguez- Director of Workforce Education in Four Corners
Alejandro Rodriguez- Director of Construction Management
Andrew Hernandez Sepulveda- Director of Digital Media
- Workforce is currently working on an AS degree in Digital Media, and updates will be coming during the February/March board meetings.

Learning and Work Environment

- Mechatronics Lab: With support from our Technology Department, updates to the equipment in the lab provided by Amatrol vendor were completed on Tuesday, January 7th. The updated equipment will assist Dr. Hariharan and her students in the program. We have also purchased with our NSF Grant, new robotics equipment, 3D Printers (two), and 3D headsets.

BOARD ATTORNEY'S REPORT





January 7, 2025

District Board of Trustees for
Lake-Sumter State College
9501 U.S. Highway 441
Leesburg, Florida 34474

Re: Board Attorney Report for January 15, 2025

Dear Trustees:

Below is an update on several matters of interest to the Board.

Karen Parker v. Lake-Sumter State College and Leadership Lake County, Inc., Lake County Case No. 2019-CA-001641. Ms. Parker alleges the College was negligent surrounding an alleged incident on August 18, 2016 where Ms. Parker claims she was injured when she tripped and fell while attending an event on the Leesburg campus. Attorney Dylan Hall is defending the College. The Court ordered the parties to endeavor to work toward a trial date no later than July 14, 2025. In December of 2024 notice was filed that the Plaintiff and Leadership Lake County, Inc. reached a settlement. The case remains pending against the College. I contacted attorney Hall for a more detailed status update as well as to discuss litigation strategy. I hope to provide additional information to the Board at the meeting.

Notice of Charge of Discrimination; EEOC Charge No. 510-2024-04478. A former employee filed a charge of discrimination with the Florida Commission on Human Resources alleging the College was discriminated against “based upon disability in violation of both the Americans with Disabilities Act and the Florida Civil Rights Act of 1992.” The Notice alleges the former employee has severe allergies, the College knew of this condition and was nevertheless terminated on or about November 1, 2023. Attorney Brian Koji is representing the College in this matter. The former employee’s attorney relayed a demand of \$55,000 from the College in exchange for a general release.

Notice of Charge of Discrimination; EEOC Charge No. 510-2024-04846. A former employee filed a charge of discrimination with the U.S. Equal Employment Opportunity Commission alleging discrimination based on National Origin, and involve issues of terms/conditions, promotion, discharge that are alleged to have occurred on or about January 29, 2024. Attorney Brian Koji is representing the College in this matter. He is preparing a response that will be filed by January 13, 2025.

Lake Sumter State College
January 7, 2025
Page 2 of 2

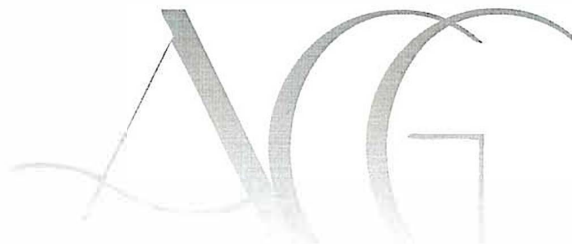
If you have any questions, please feel free to call me. I look forward to seeing you at the Board meeting.

Respectfully submitted,



Anita Geraci-Carver

cc: Dr. Byrd, Interim President



BOARD COMMITTEE REPORTS



- I. Executive Committee – Chair, Mr. Bret Jones**
- II. Facilities Committee – Vice Chair, Ms. Jennifer Hooten**
- III. Finance and Private-Public Partnerships Committee – Mr. Tim Morris**
- IV. Strategic Planning Committee – Mr. David Hidalgo**
- V. Student Engagement Committee – Ms. Ivy Parks**
- VI. Foundation Liaison – Mr. David Hidalgo**

NEW BUSINESS



Naming for Leesburg Campus Athletic Complex

Agenda Item: 0125-12

Background/References

Per Florida Statute 1001.64, the District Board of Trustees shall be responsible for cost-effective policy decisions appropriate to the Florida College System institution's mission, the implementation and maintenance of high-quality education programs within law and rules of the State Board of Education, the measurement of performance, the reporting of information, and the provision of input regarding state policy, budgeting, and education standards.

In accordance with Board Rule 1.08, in order to recognize gifts to Lake-Sumter State College and the Lake-Sumter State College Foundation, Inc. given for college facilities, scholarships, endowed chairs and any other part or program of LSCC, the donor's name may be used on the entity for which the gift was given. Naming must be done in accordance with guidelines adopted by the District Board and must be approved by the District Board and have the consent of the donor.

Description

In recognition of a monetary gift to the LSSC Foundation, Inc. to support the athletics programs, the LSSC Foundation, Inc. recommends naming the Athletics Complex at the Leesburg Campus for J Carlisle Rogers, Sr.

This item was previously reviewed by the District Board of Trustees at the January 6, 2025 Board meeting and is being brought back for final approval and vote.

Recommendation

Motion to approve the naming for the J Carlisle Rogers, Sr. Leesburg Campus Athletic Complex as written.

Background/References

Florida Statute 1001.64 (18) states that Florida College System Board of Trustees has authority for the establishment of the personnel program for all employees, including hours of work.

Description

Each year the personnel calendar for the upcoming fiscal year is brought to the District Board of Trustees for approval including the following:

- 24 paid holidays when the College is closed
 - Employees receive 9 paid holidays out of 11 Federal holidays along with additional time off as outlined in the attached document.
- Four-Day Summer Work Week Schedule
 - For Summer 2025, beginning May 12 through August 1, staff employees will still work a total of 37.5 hours for four days. The same will apply for Summer 2026 from May 11 through July 31. The proposed personnel calendar for year 2025-26 is presented for review and approval.

Recommendation

Motion to approve the 2025-2026 Personnel Calendar as written.



2025-2026 PERSONNEL CALENDAR

College Closures

Thursday, July 3, 2025	Independence Day
Monday, September 1, 2025	Labor Day
Tuesday, November 11, 2025	Veterans Day
Wednesday, November 26, – Sunday, November 30, 2025	Thanksgiving Break
Friday, December 19, 2025 – Sunday, January 4, 2026	Winter Break
Monday, January 19, 2026	Martin Luther King, Jr., Birthday
February 6, 2026 (<i>workday</i>)	LSSC Day of Service
Sunday, March 8 – Sunday, March 15, 2026 * (<i>Tentative subject to change based on Lake County School Board Calendar</i>)	Spring Break
Thursday, July 2, 2026	Independence Day

Work Periods

Period	Academic Calendar Dates	Duty Dates
Staff/Non-Instructional Faculty		Tuesday, July 1 – Tuesday, June 30
Fall 2025 Instructional Faculty	Instructional Days: Monday, August 18 - Saturday, November 29 Final Exams: Monday, December 1 – Saturday, December 6	Tuesday, August 12 – Friday, December 12 (84)
Spring 2026 Instructional Faculty	Instructional Days: Monday, January 12 – Saturday, April 25 Final Exams: Monday, April 27 – Saturday, May 2	Tuesday, January 6 – Friday, May 8 (83)
Summer A 2026 – 11 - month Instructional Faculty	Monday, May 11 – Saturday, June 27	Monday, May 11 – Monday, June 29 (35)
Summer AE 2026 – 12 - month Instructional Faculty	Monday, May 11 – Saturday, August 8	Monday, May 11 – Monday, August 10 (65)*
Summer B 2026 – 11 - month Instructional Faculty	Monday, June 29 - Saturday, August 8	Monday, June 29 – Monday, August 10 (30)*
Summer 2025 Four Day Work Week (Mon-Thurs)		Monday, May 12 – Friday, August 1
Summer 2026 Four Day Work Week (Mon-Thurs)		Monday, May 11 – Friday, July 31

*July 2, 2026, is excluded from duty days.
 Fall 2025 grades due Monday, Dec 8;
 Spring 2026 grades due Monday, May 4
 Summer AE grades due Monday, August 10

Academic Calendar Please refer to the Academic Calendar published at <https://www.lssc.edu/academics/academic-calendar/> for dates and deadlines related to instruction, including exams schedules and final grade submissions.

Questions? Contact Human Resources or Payroll with any questions.

Background/References

Per Florida Statute 1001.64, each District Board of Trustees has responsibility for the establishment and discontinuance of program and course offerings in accordance with law and rule; provision for instructional and noninstructional community services, location of classes, and services provided; and dissemination of information concerning such programs and services.

Description

Beginning with the fall 2023 semester, incarcerated students are able to access Pell Grants if they enroll in a PEP, or Prison Education Program. Colleges that wish to offer a PEP must first get approval from the appropriate accrediting and corrections agencies, as well as the US Education Department. Congress designed this approval process to control for program quality; the upfront vetting and ongoing evaluation processes will make it more difficult for colleges to offer low-quality programming.

Coleman Federal Correctional Facility representatives plan to pursue this program with Lake-Sumter State College and are interested in a two-year program. LSSC and Coleman staff met in late October to discuss goals and next steps. LSSC staff were provided a tour of the facility and training programs.

Recommendation

This item is for informational purposes only.

Letter of Interest for Leesburg Property Purchase

Agenda Item: 0125-15

Background/References

The District Board of Trustees is vested with the responsibility for cost-effective policy decisions appropriate to the Florida College System institution's mission and the implementation and maintenance of high-quality education programs within law and rules of the State Board of Education.

Per Florida Statutes 1001.64, each District Board of Trustees may purchase, acquire, receive, hold, own, manage, lease, sell, dispose of, and convey title to real property, in the best interests of the Florida College System institution.

Description

The College has received an unsolicited letter of interest regarding the potential purchase of a parcel of property located within the Leesburg Campus. The District Board of Trustees has no obligation to respond or consider this request.

Recommendation

This item is for informational purposes only.

Background/References

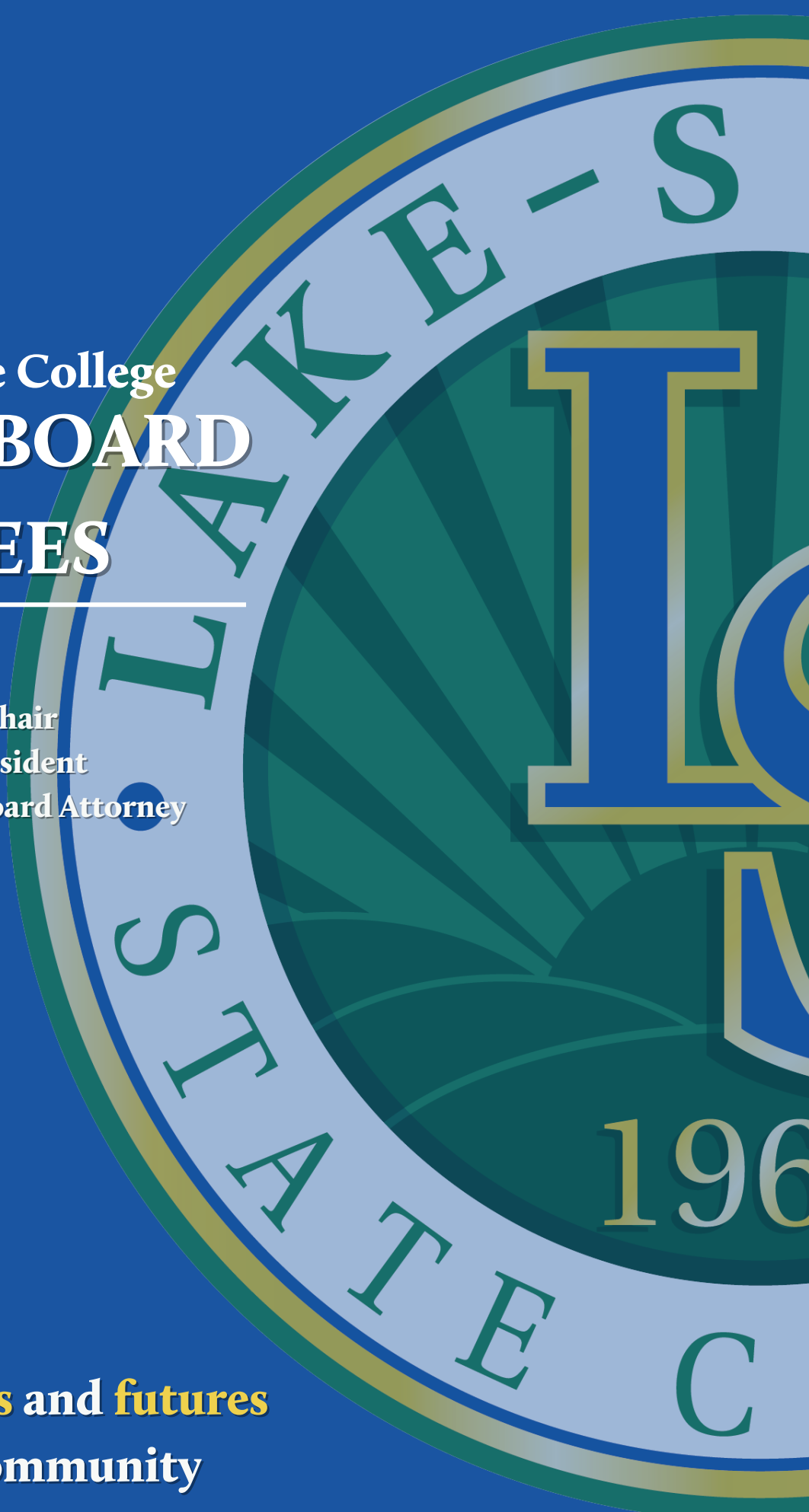
Per Florida Statutes 1001.64, each Florida College System Board of Trustees is vested with the responsibility to govern its respective Florida College System institution and with such necessary authority as is needed for the proper operation and improvement thereof in accordance with rules of the State Board of Education.

Description

Discussion of priorities and leadership characteristics related to the Board's statutory role and fiduciary responsibility.

Recommendation

This item is for informational purposes only.

The logo of Lake-Sumter State College is a circular seal. The outer ring contains the text "LAKE-SUMTER STATE COLLEGE" in a serif font. The inner circle features a stylized sunburst or fan-like pattern. In the center, there is a large, bold, blue letter "L" with a yellow outline, and a smaller "S" to its right. Below the "L" and "S", the year "1966" is visible in a yellow serif font. The entire logo is set against a dark blue background.

Lake-Sumter State College
**DISTRICT BOARD
OF TRUSTEES**

Mr. Bret Jones, Chair

Ms. Jennifer Hooten, Vice Chair

Dr. Laura Byrd, Interim President

Ms. Anita Geraci-Carver, Board Attorney

Mr. David Hidalgo

Ms. Emily Lee

Mr. Timothy Morris

Ms. Ivy Parks

Transforming **lives and **futures**
throughout our community**