

AGENDA
Polk State College
District Board of Trustees
December 8, 2025 - 4:00 PM
Lakeland Campus LTB 1100

1. Meeting Called to Order

- a. Pledge of Allegiance and Moment of Silence
- b. Special Recognition

2. Adoption of Agenda

3. Approval of Board Minutes

- a. September 29, 2025, Regular Board Minutes
- b. October 14, 2025, Board Retreat Minutes

4. Unfinished Business

- a. Virtual Link for Public Attendance – Mr. Martin Gang
- b. Employee Satisfaction Survey – Dr. Mary Clark
- c. Foundation Year End Update – Dr. Steve Warner

5. Consent Agenda Items

Those items included under the Consent section are self-explanatory and are not expected to require discussion before action. Items will be enacted by one motion. If discussion is desired by any Board member on any item, the item should be identified and removed from the Consent agenda for separate action.

- a. Polk State College Personnel Actions Report for September and October 2025
- b. Polk State College Salary Schedule Changes for December 2025

6. Items Removed from the Consent Agenda

7. Action Items

- a. Financial Statements for October 2025 – Ms. Cindy Baker
- b. Finance: Polk State Chain of Lakes Collegiate High School - 2025 Audited Financial Statements – Ms. Cindy Baker

- c. Finance: Polk State Lakeland Collegiate High School – 2025 Audited Financial Statements – Ms. Cindy Baker
- d. Finance: Polk State Lakeland Gateway to College Collegiate High School – 2025 Audited Financial Statements – Ms. Cindy Baker
- e. Polk State College Foundation 2026 Annual Plan of Work – Dr. Steve Warner

8. Board Rule Review (No Action Required)

- a. DBOT Rule 1.01, Board Membership and Organization – Ms. Cindy Baker
- b. DBOT Rule 1.03, Power and Duties of the Board – Ms. Cindy Baker
- c. DBOT Rule 2.10, Facsimile Signatures – Ms. Cindy Baker
- d. DBOT Rule 2.27, Service Animals on College Property – Mr. Reggie Webb

9. Board Rule Approval

10. Board Chair's Remarks

11. President's Report

- a. Faculty Senate - Mr. Anthony Cornett
- b. FCS Funded FTE Report T1E-2B - Dr. Mary Clark
- c. Enrollment and Retention - Dr. Amy Bratten, Dr. Mary Clark, and Mr. Reggie Webb
- d. Program Accreditations - Dr. Mary Clark
- e. Haines City-Davenport Campus - Ms. Carla Harvey

12. Attorney's Report

13. Informational Items

- a. Employment Vacancy Update for December 2025 – Ms. Tamara Sakagawa
- b. Non-Credit Course Fees – Dr. Amy Bratten
- c. Capital Project Status Report for December 2025 – Mr. Reggie Webb

14. Collegiate High School Report

- a. Polk State Lakeland Gateway to College Collegiate High School Enrollment/Demographic Information for AY 2025-2026 – Dr. Meesha Downing-Townsend

15. Board Member Final Remarks

Adjournment

Public Participation (from DBOT Rule 1.02)

At every regular meeting of the Board and at any meeting at which official action of the Board is to be taken, and prior to any official action being considered by the Board, members of the public shall be given an opportunity to address the Board regarding any issue on the Board agenda for that meeting. Presentations by any individual shall be limited to three (3) minutes. In order for meetings to proceed in an efficient and orderly process, the Board Chair may announce special rules to limit the number of speakers, shorten or lengthen time allowed to speakers, designate representatives to speak on behalf of a group, or other conditions consistent with the requirements of Section 286.0114, Florida Statutes.

At the discretion of the Chair and within limits established by the Chair, individuals requesting the opportunity to address the Board on an issue not on the agenda of the current Board meeting may be allowed to speak at the end of the meeting prior to adjournment.

Student appeals for grades or discipline issues are not heard by the District Board of Trustees. Students wishing to file an appeal are referred to Procedure 1018.