

**INDIAN RIVER STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
REGULAR MEETING**

November 18, 2025

The regular meeting of the District Board of Trustees of Indian River State College was held on November 18, 2025, beginning at 1:00 PM in the Board Conference Room, A301 in the Ben L. Bryan Administration Building at the Indian River State College Massey Campus in Fort Pierce, FL.

Those present:

J. Brantley Schirard, St. Lucie County, presiding
Susan Caron, St. Lucie County
Jose Conrado, Indian River County
Anthony George, Martin County
Vicki Davis, Martin County
Melissa Kindell, Okeechobee County

Absent:

Christa Luna, Okeechobee County
Milo Thornton, Indian River County

Also Present:

Timothy E. Moore, Ph.D., President
Caroline Valentin, General Counsel
Suzanne Parsons, Executive Manager

REGULAR MEETING

ATTENDANCE

Others present:

Heather Belmont, Vice President of Academic Affairs

**Angela Browning, Vice President of Research &
Governmental Relations**

Beth Gaskin, Vice President for Student Success

**Edith Pacacha, Vice President of Administration &
Finance, CFO**

Don Bergmann, Chief of Campus Safety

**Vonrick Alexander, Associate Vice President of
Finance**

**Jenna Bluedorn, Associate Vice President, Brand
Experience**

**Floralba Arbelo Marrero, Associate Vice President of
Student Life**

**Emily Mass, Associate Vice President of Recruitment
& Admissions**

**Floralba Arbelo Marrero, Associate Vice President
of Student Life**

**Chris Puorro, Associate Vice President, IRSC Public
Media**

**Tony Quinn, Associate Vice President of Capital
Planning, Projects, and Facilities**

**Alessandra Thompson, Associate Vice President of
Human Resources**

**Andrew Treadwell, Associate Vice President of
Government & Community Relations**

**Calvin Williams, Associate Vice President of Advising
and Career Services**

**Mia Tignor, Associate Vice Provost of Academic
Affairs**

Scott Kimmelman, Athletic Director

Lou Caprino, Dean of Public Service Education
Anthony Dribben, Dean of Science
Stephanie Etter, Dean of the School of Continuing &
Adult Education
Patty Gagliano, Dean of Nursing
Ann Hubbard, Dean of Health Science
Adriene Jefferson, Dean of Northwest Center, and
Equity Officer, Title IX Coordinator
Tiffany Lewis, Dean of Mathematics
Alex Kanter, Assistant Instructional Dean –
Mathematics
Victoria Ortiz-Lucas, Chief Budget Officer
Lisa Davenport, Executive Director/Principal –
Indiantown High School
Leslie Judd, Executive Director/Principal –
Clark Advanced Learning Center
Annette Bracero, Director of Financial Aid
Jason Hazellief, Director of Technology Operations
Rebecca Shearer, Chief Retention Officer
Kathleen Walter, Public Relations Manager
Leslie Gross, Faculty
Brian Siegle, Faculty
Staci Hale, Adjunct Faculty
Azzam Abdur-Rahman, Staff
Giovanni Barbieri, Staff
Debra Castonguay, Staff
James Crocco, Staff
Mandie Finkelstein, Staff
Brenda Freeman, Staff
Hudson Lana, Staff
Nichole Rummo, Staff

Brooklyn Stekl, Staff

Praveen Toteja

Rob Chaney, FCSAA Associate Director/Athletics

Commissioner

Jenny Maxwell, Mary Rose Craycraft and A.J.

Guedouar Superhuman (*formerly Grammarly*)

Acting Chair Schirard called the meeting to order at 1:00 PM and led the Pledge of Allegiance.

CALL TO ORDER

Rob Chaney, Associate Director/Athletics Commission for the Florida College System Activities Association (FCSAA) recognized the following individuals on their accomplishments:

RECOGNITION

FCSAA RECOGNITION

- Scott Kimmelman – Elected to the FCSAA Hall of Fame
- Alex Kanter – Service on the FCSAA Executive Committee

**SCOTT KIMMELMAN –
FCSAA HALL OF FAME**

**ALEX KANTER – SERVICE
ON THE FCSAA
EXECUTIVE COMMITTEE**

President Moore, Rob Chaney and the Board congratulated Scott and Alex on their accomplishments and presented them with their awards.

Dr. Heather Belmont recognized Dr. Patty Gagliano who was awarded the Above & Beyond Award by the News Service of Florida.

**DR. PATTY GAGLIANO
RECEIVES ABOVE &
BEYOND AWARD BY THE
NEWS SERVICE OF
FLORIDA**

President Moore, Dr. Belmont and the Board congratulated Patty on her accomplishments and presented her with her award.

Debra Castonguay recognized the following Team Member of the Month:

- November 2025 – Brenda Freeman

President Moore and the Board congratulated Brenda on her accomplishments and re-presented her with her Team Member of the Month Challenge Coin.

President Moore made an impromptu recognition of Giovanni Barbieri. Today marks his 29th year of service to the College. Giovanni was the first person he interacted with when he came here in 2020.

President Moore and the Board congratulated Giovanni on his 29 years of service.

Acting Chair Schirard requested a motion to approve the minutes of the October 28, 2025 Board Meeting.

On a motion by Susie Caron, seconded by Tony George, and passed by the Board, the minutes of the October 28, 2025 Board Meeting were approved.

RECOGNITION - TEAM MEMBER OF THE MONTH

NOVEMBER 2025 – BRENDA FREEMAN

IMPROMPTU RECOGNITION OF GIOVANNI BARBIERI

REQUEST APPROVAL OF THE OCTOBER 28, 2025 BOARD MEETING MINUTES

MOTION TO APPROVE THE OCTOBER 28, 2025 BOARD MEETING MINUTES

The October 22, 2025 Board Retreat minutes were also included in the Board packet for the Boards information.

OCTOBER 22, 2025
BOARD RETREAT
MINUTES (*INFORMATION ONLY*)

Acting Chair Schirard received no requests for public comment, so he moved on to the next item on the agenda.

OPEN TO PUBLIC
COMMENT

President Moore presented to the Board, for its information, the following updates:

PRESIDENT'S REPORT

- Opportunities continue coming to us from external partners. These partnerships will assist us in creating high-skill, high wage jobs for our communities.
- Higher Education is changing and we will see this happen more next summer when the caps on student loans is in place.
- With the Board's hard work, we have changed many lives. We will continue to push hard and not rest on our laurels.

OPPORTUNITIES
CONTINUE COMING TO
THE COLLEGE. THESE
PARTNERSHIPS WILL
ASSIST US IN CREATING
HIGH SKILL, HIGH WAGE
JOBS

HIGHER ED IS
CHANGING. WE WILL SEE
THIS HAPPEN MORE
NEXT SUMMER WHEN
THE CAPS ON STUDENT
LOANS ARE IN PLACE
WITH THE BOARD'S
HARD WORK, WE HAVE
CHANGED MANY LIVES

President Moore presented to the Board, for its information, the Calendar of Events for December 2025 and January 2026.

CALENDAR OF EVENTS

Prior to the Strategic Initiatives presentation, President Moore shared the new Promise Video with the Board.

STRATEGIC INITIATIVES

PROMISE VIDEO

Dr. Michael Hageloh shared how the Executive Leadership team birthed the Promise Program. We were instructed to do it and it was born.

Dr. Hageloh proceeded with the Strategic Initiatives Update:

**STRATEGIC INITIATIVES
UPDATE**

- On Friday, moving college to cloud based communication phones. ATT will be porting us over, should take at least 2 hours.
- Ellucian is onsite this week. They are embedded in the areas where we are doing the work.
- Relocating IT to the old child care center. They will all be in the same building. Will also be a backup facility for us during emergencies.
- Campus connectivity – as of last week we have divergent services to all campuses.

**COLLEGE MOVING TO
CLOUD BASED PHONE
SYSTEM**

**ELLUCIAN ONSITE THIS
WEEK**

**RELOCATING IT TO THE
OLD CHILD CARE
CENTER**

**DIVERGENT SERVICES
TO ALL CAMPUSES AS OF
LAST WEEK**

- Okee-One – our dark fiber is sitting in the gym and is connected. This will be our playground.
- Real Estate DSO – have received unsolicited bid on student housing and will see if the Real Estate DSO wants to move forward. Massey Campus – 350 suite style beds, Pruitt Campus – 500 apartment style beds. Following P3 laws, will hear the presentation from the developer and if the Real Estate Board decides to move forward, we will move into a design phase.
- Unsolicited Bid received for Edwards Road Vacant Land for \$8.9 million.

OKEE-ONE – DARK FIBER IS CONNECTED AND READY FOR OUR USE

REAL ESTATE DSO – RECEIVED UNSOLICITED BID FOR STUDENT HOUSING AT MASSEY AND PRUITT CAMPUS. DSO WILL HEAR PRESENTATION AT ITS MEETING TO DECIDE WHETHER TO MOVE FORWARD ACCORDING TO P3 LAWS

UNSOLICITED BID RECEIVED FOR EDWARDS ROAD VACANT LAND SUPERHUMAN STRATEGIC PARTNERSHIP PRESENTATION

Dr. Michael Hageloh introduced Superhuman to present some ideas. Jenny Maxwell, GM/SVP, Mary Rose Craycraft, Head of Strategic Partnerships, and A.J. Guedouar, New Partnership Development began their presentation. Student Success is always at the forefront of their business. They discussed how Grammarly began. Over 40 million use Grammarly every day. They have now been rebranded to Superhuman. Grammarly enables student success,

elevates instructor impact, readies students for AI workforce and facilitates institutional innovation.

Kathleen Walter and Hudson Lana provided an update on marketing and public relations. They discussed an Integrated Approach, our River Reach and Results, Strategic Initiatives and how we are playing bigger.

MARKETING AND PUBLIC RELATIONS UPDATE

Tony George reported on the Finance Committee Meeting held earlier in the day.

FINANCE COMMITTEE MEETING REPORT

On a motion by Tony George, seconded by Vicki Davis and passed by the Board, the following Finance Committee Meeting items were approved:

MOTION ON FINANCE COMMITTEE MEETING ITEMS

1. 2025/26 Budget Amendment No. 3
2. Indian River State College Foundation Items:
 - a. Foundation Budget for April 1, 2025 – June 30, 2026
 - b. IRSC Foundation Audit Report for Year Ending March 31, 2025, 2024 IRS Form 990, 2024/25 Direct Support Organization Audit Review Check List
3. Ellucian Order Forms:

**2025/26 BUDGET AMENDMENT NO. 3
IRSC FOUNDATION ITEMS
FOUNDATION BUDGET FOR 4/1/25 – 6/30/26**

IRSC FOUNDATION AUDIT REPORT FOR YEAR ENDING 3/31/25, 2024 IRS FORM 990, 2024/25 DSO AUDIT REVIEW CHECK LIST

ELLUCIAN ORDER FORMS

<p>a. Order Form for Ellucian Travel & Expense Management powered by Chrome River, ESM & Training</p>	<p>ORDER FORM FOR ELLUCIAN TRAVEL & EXPENSE MGMT POWERED BY CHROME RIVER, ESM & TRAINING</p>
<p>b. Managed Services Order Form – Academic Services</p>	<p>MANAGED SERVICES ORDER FORM – ACADEMIC SERVICES</p>
<p>4. EHR Evolution additional Statement of Work for the Master Professional Services Agreement:</p>	<p>EHR EVOLUTION ADDITIONAL STATEMENTS OF WORK FOR MASTER PROF SERVICES AGREEMENT</p>
<p>a. #02525_12 Indian River State College Finance Data Conversion</p>	<p>#02525_12 IRSC FINANCE DATA CONVERSION</p>
<p>5. Condensed Financial Report and Highlights as of September 30, 2025 (<i>information only</i>)</p>	<p>CFR & HIGHLIGHTS AS OF SEPTEMBER 30, 2025</p>
<p>Susan Caron reported on the Facilities Committee Meeting held earlier in the day.</p>	<p>FACILITIES COMMITTEE MEETING REPORT</p>
<p>On a motion made by Susan Caron, seconded by Melissa Kindell, and passed by the Board, the following Facilities Committee Meeting items were approved:</p>	<p>MOTION ON FACILITIES COMMITTEE MEETING ITEMS</p>
<p>1. Construction Agreements with Advanced Roofing Inc. for roof replacements/recoating at the following locations:</p>	<p>CONSTRUCTION AGREEMENTS WITH ADVANCED ROOFING INC. FOR ROOF REPLACEMENTS/ RECOATING</p>
<p>a. Dixon Hendry Campus, Building B Roof</p>	<p>DIXON HENDRY, BLDG B</p>
<p>b. Massey Campus, ES Child Development Center</p>	<p>MASSEY CAMPUS, ES CHILD DEVELOPMENT CENTER</p>

c. Massey Campus, Library Roof

2. Continuing Services Contract Renewals:

a. RFQu #24/25-03 Continuing Services Contract Renewals - Construction Management – Year 2 of 3 for the following firms:

MASSEY CAMPUS,
LIBRARY
CONTINUING SERVICES
CONTRACT RENEWALS –
RFQu #24/25-03
CONSTRUCTION MGMT –
YEAR 2 OF 3

- Paul Jacquin & Sons Construction
- Wharton Smith Construction
- WELBRO Construction
- Charles Perry Partners Construction
- Lebolo Construction
- Summit Construction
- Thornton Construction
- H.J. High Construction
- Lego Construction
- Proctor Construction

PAUL JACQUIN & SONS
CONSTRUCTION
WHARTON SMITH
CONSTRUCTION
WELBRO
CONSTRUCTION
CHARLES PERRY
PARTNERS CONST
LEBOLO CONSTRUCTION

SUMMIT CONSTRUCTION

THORNTON
CONSTRUCTION
H.J. HIGH
CONSTRUCTION
LEGO CONSTRUCTION

b. RFQu #24/25-04 Continuing Services Contract Renewals – Mechanical, Electrical, Plumbing Services – Year 2 of 3 for the following firms:

PROCTOR
CONSTRUCTION
RFQu #24/25-04
CONTINUING SERVICES
CONTRACT RENEWALS –
MECHANICAL,
ELECTRICAL, PLUMBING
SERVICES – YEAR 2 OF 3

- Cape Design Engineering
- BCER Engineering

CAPE DESIGN
ENGINEERING
BCER ENGINEERING

- | | |
|--|--|
| <ul style="list-style-type: none"> ▪ Johnson, Levinson, Ragan, Davila, Inc. ▪ OCI Associates, Inc. ▪ SGM | <p>JOHNSON, LEVINSON, RAGAN, DAVILA, INC.</p> <p>OCI ASSOCIATES, INC.</p> <p>SGM</p> |
| <p>c. RFQu #24/25-05 Continuing Services Contract Renewals – Civil Engineering - Year 2 of 3 for the following firms:</p> <ul style="list-style-type: none"> ▪ Chen Moore & Associates ▪ Graef-USA Inc. ▪ Kimley-Horn and Associates ▪ Miller Legg | <p>RFQu #24/25-05 CONTINUING SERVICES CONTRACT RENEWALS – CIVIL ENGINEERING, YEAR 2 OF 3</p> <p>CHEN MOORE & ASSOCIATES
GRAEF-USA INC.</p> <p>KIMLEY HORN & ASSOCIATES
MILLER LEGG</p> |
| <p>3. Blackburn Multi-Purpose Community Grant – Construction Agreement – Charles Perry Partners Inc. (CPPI)</p> | <p>BLACKBURN MULTI-PURPOSE COMMUNITY GRANT CONSTRUCTION AGREEMENT W/CPPI</p> |
| <p>4. Construction Agreement with Paul Jacquin and Sons, Inc. for the ES Building Remodel</p> | <p>CONSTRUCTION AGRMT W/PAUL JACQUIN & SONS INC FOR THE ES BLDG. REMODEL</p> |
| <p>5. Facilities Use Agreements:</p> <ul style="list-style-type: none"> a. Indian River Charter High School – Mueller Campus b. NAACP – Chastain Campus Office B105 | <p>FACILITIES USE AGREEMENTS:
INDIAN RIVER CHARTER HS – MUELLER CAMPUS</p> <p>NAACP – CHASTAIN CAMPUS, OFFICE B105</p> |
| <p>6. Paul Jacquin & Sons Inc. Continuing Services Contract Proposal for an IRSC Massey</p> | <p>PAUL JACQUIN & SONS INC. CONTINUING SERVICES CONTRACT FOR AN IRSC MASSEY CAMPUS, S BLDG, ALUMINUM LANAI &</p> |

Campus, S Building, Aluminum Lanai & Pavers for Golf Cart Parking

PAVERS FOR GOLF CART PARKING

7. Independent Contractor Agreement with Proctor Construction Co. LLC for the Building A Conference Room A214 & 211A Kitchenette Renovation

INDEPENDENT CONTRACTOR AGREEMENT WITH PROCTOR CONSTRUCTION LLC FOR THE BLDG A CONF RM A214 & 211A KITCHENETTE RENO ACADEMIC AFFAIRS & CHARTER SCHOOLS GOVERNANCE COMMITTEE MEETING REPORT

Jose Conrado reported on the Academic Affairs & Charter Schools Governance Committee Meeting held earlier in the day.

On a motion made by Jose Conrado, seconded by Tony George and passed by the Board, the following Academic Affairs & Charter Schools Governance Committee Meeting items were approved:

MOTION ON ACADEMIC AFFAIRS & CHARTER SCHOOLS GOVERNANCE COMMITTEE MEETING ITEMS

1. 2025/26 Budget Amendments:
 - a. No. 1 – Fund 2 – Clark Advanced Learning Center – Current Fund – Restricted
 - b. No. 1 – Fund 2 – Indiantown High School – Current Fund - Restricted
2. 2025/26 First Quarter Summary of Revenue & Expenses for Operating, PECO and Local Capital Improvement Revenue (*information only*)

2025/26 BUDGET AMENDMENTS NO. 1, CLARK & NO. 1, INDIANTOWN HIGH SCHOOL

2025/26 1st QUARTER SUMMARY OF REVENUE & EXPENSES FOR OPERATING, PECO & LOCAL CAPITAL IMPROVEMENT REVENUE (*INFORMATION ONLY*)

- a. Clark Advanced Learning Center
- b. Indiantown High School

CLARK ADVANCED
LEARNING CENTER
INDIANTOWN HIGH
SCHOOL
PERFORMANCE PAY
RESULTING FROM 24/25
SCHOOL YEAR FINAL
EVALUATIONS
CLARK ADVANCED
LEARNING CENTER
INDIANTOWN HIGH
SCHOOL
STRATEGIC PLANNING
COMMITTEE MEETING
REPORT

- 3. Performance Pay resulting from 24/25 School
Year Final Evaluations:

- a. Clark Advanced Learning Center
- b. Indiantown High School

Jose Conrado reported on the Strategic Planning
Committee Meeting held earlier in the day.

MOTION ON STRATEGIC
PLANNING COMMITTEE
MEETING ITEMS

On a motion made by Jose Conrado, seconded by
Susie Caron, and passed by the Board, the following
Strategic Planning Committee Meeting were approved:

- 1. Revised Mission Statement
- 2. Proposed goals/themes for 2026/29 Strategic
Plan (*information only*)

REVISED MISSION
STATEMENT
PROPOSED
GOALS/THEMES FOR
2026/29 STRATEGIC
PLAN (*INFO ONLY*)
GOVERNANCE &
LEGISLATIVE AFFAIRS
COMMITTEE MEETING
REPORT

Melissa Kindell reported on the Governance &
Legislative Affairs Committee Meeting held earlier in
the day.

GOVERNANCE &
LEGISLATIVE AFFAIRS
COMMITTEE MEETING
ITEM

The following Governance & Legislative Affairs
Committee Meeting item was presented for
information:

- 1. 2026 Legislative Session Update

2026 LEGISLATIVE
SESSION UPDATE

Acting Chair Schirard requested a motion on the Consent Items.

CONSENT ITEMS

On a motion by Tony George, seconded by Jose Conrado, and passed by the Board, the following Consent Items were approved:

MOTION ON CONSENT ITEMS

- a. 2026-27 Academic and Registration Calendar
- b. ACUE Commons Institutional Subscription and Comprehensive Course for Certification Cohort
- c. Agreement between the District Board of Trustees, IRSC and Hibiscus Children's Center
- d. Agreement between the District Board of Trustees, IRSC and St. Lucie County
- e. Clinical Affiliation Agreements:
 - 1. Dr. Tripp & Associates
 - 2. Sugarhill Dental
 - 3. Symmetry Vascular
- f. Fort Pierce Utilities Authority Contract
- g. H5P.com SaaS Agreement
- h. Independent Contractor Agreement with Workforce Wise Solutions, LLC

**26-27 ACADEMIC & REGISTRATION CALENDAR
ACUE COMMONS INSTITUTIONAL SUBSCRIPTION & COMPREHENSIVE COURSE FOR CERTIFICATION COHORT AGREEMENT BETWEEN THE DBOT, IRSC AND HIBISCUS CHILDREN'S CENTER**

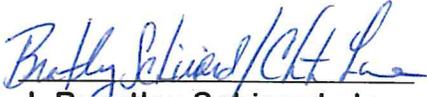
AGREEMENT BETWEEN DBOT, IRSC AND ST. LUCIE COUNTY

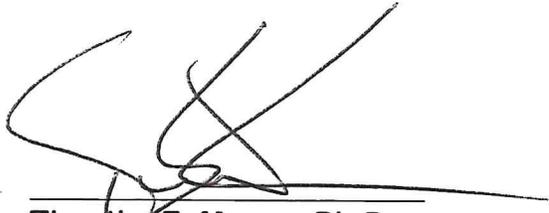
CLINICAL AFFILIATION AGREEMENTS

**FORT PIERCE UTILITIES AUTHORITY CONTRACT
H5P.COM SAAS AGREEMENT
INDEPENDENT CONTRACTOR AGREEMENT WITH WORKFORCE WISE SOLUTIONS, LLC**

- | | |
|--|---|
| <p>i. Memorandum of Understanding between the Indian River State College and Superhuman Platform, Inc., formerly known as Grammarly, Inc.</p> | <p>MOU BETWEEN IRSC AND SUPERHUMAN PLATFORM, INC., FORMERLY KNOWN AS GRAMMARLY, INC.</p> |
| <p>j. Memorandum of Understanding with Trinity Medical Sciences University School of Medicine</p> | <p>MOU WITH TRINITY MEDICAL SCIENCES UNIVERSITY SCHOOL OF MEDICINE</p> |
| <p>k. Memorandum of Agreement between Indian River State College, Criminal Justice Institute and RD2 Consulting, LLC</p> | <p>MOA BETWEEN IRSC, CRIMINAL JUSTICE INSTITUTE AND RD2 CONSULTING, LLC</p> |
| <p>l. Full-Time Appointments</p> | <p>FULL-TIME APPOINTMENTS</p> |
| <p>m. Separations of Service</p> | <p>SEPARATIONS OF SERVICE</p> |
| <p>n. Regular Part-Time Appointments</p> | <p>REGULAR PART-TIME APPOINTMENTS</p> |
| <p>o. Part-Time Temporary Non-Instructional Appointments</p> | <p>PART-TIME TEMPORARY NON-INSTRUCTIONAL APPOINTMENTS</p> |
| <p>p. Part-Time Instructional Certifications (College Credit, College Credit S/U; ABE; GED Vocational Credit; Vocational Supplemental; and Vocational Preparatory)</p> | <p>PART-TIME INSTRUCTIONAL CERTIFICATIONS</p> |

There being no further business, the meeting ADJOURNMENT
adjourned at 2:50 PM.


J. Brantley Schirard, Jr.
Acting Chairperson


Timothy E. Moore, Ph.D.
Secretary

