



“Student Success,
Whatever It Takes”

SCHOOL BOARD OF MONROE COUNTY
SPECIAL MEETING MINUTES

February 22, 2011 at 5:00 pm

Coral Shores High School Media Center
Tavernier

PRESIDING: John R. Dick, Chair

PRESENT: John Dick; Andy Griffiths; Duncan Mathewson; Robin Smith-Martin; Ron Martin; Dr. Joseph Burke, Superintendent and School Board Attorney
Richard Collins

EXECUTIVE SESSION TO DISCUSS COLLABORATIVE BARGAINING - TIME CERTAIN 4:00 PM

**SUPERINTENDENT CALL TO ORDER, THOUGHT FOR THE DAY, AND PLEDGE OF ALLEGIANCE by
Coral Shores Video Productions Class.**

ADOPT AGENDA

Upon the recommendation of the Superintendent;

Mr. Griffiths motioned, and Mr. Martin seconded to approve the agenda as amended

DELETED:

- Consent Item 7. Approve Invoice for Legal Services for Vernis and Bowling. Goal Area 5 (2/20/11)
- Consent Item 8. Approve Invoices for Legal Services with Johnson, Anselmo, Murdoch, Burke, Piper & Hochman, PA. Goal Area 5 (2/20/11)
- Consent Item 19. Approve Lease Amendment with the MARC for Property at May Sands. Goal Area 5 (2/20/11)

PULLED FOR ACTION:

- 20. Approve School Board Meeting Minutes; Oct 12; Oct 26; Nov. 16, Dec 14 Goal Area All. (2/20/11) Action Item #5.
- 25. Approve Easement with Keys Energy to Maintain And Install Transformer at Horace O'Byrant School. (PENDING CONFIRMATION OF LEGAL DESCRIPTION) Goal Area 5 (02/17/11) -02/22/11 Action Item #6
- 26. Approve Settlement Agreement Between the School Board of Monroe County, Florida and Duncan Auto Sales, Inc. (PENDING CONFIRMATION OF LEGAL DESCRIPTION) (02/18/11) 02/22/11 Action Item #7
- 27. Approve Budget Amendments, Resolution #764 Goal Area 8, 5 – Action Item #8
 - A. NEFEC
 - B. AP Exams

- C. Academic Challenge
- D. 2010/2011 FDLRS-S
- E. Race to the Top

RECOGNITION

1. Student Recognition

Plantation Key:

- a. Centennial Bank's Most Improved Math Students

Coral Shores:

- a. Guy Snell - Outstanding Artist
- b. Gabe Roberts - Sunshine State Scholar
- c. Josh Redmond and Davis Zekthi - Videography Award Winners
- d. Gabe Escalante, Darryn Bahn, Ryan Bahn, Dean Ford, Luke Terrell, and Steven Nekhalia, Cinema Contest Winners

Key Largo School

- a. Centennial Bank's Most Improved Math Students

2. Outstanding Accomplishments

Coral Shores

- a. Jodie Delgado - Amanda Award
- b. Dawn Tucci - Cafeteria Worker of the Quarter

CONSENT ITEMS

Upon the recommendation of the Superintendent;

Mr. Smith-Martin motioned, and Mr. Martin seconded to approve

1. Approve District Travel. Goal Area 4 (2/18/11) (Copy in SMB 49, page 120)
2. Approve the Recommendations for Support Services Personnel Employed and Terminated for the 2010-2011 School Year. Goal Area 4 (Copy in SMB 49, page 121)
3. Approve the Recommendations for Instructional Personnel Employed for the 2010-2011 School Year. Goal Area 4 (Copy in SMB 49, page 122)
4. Approve List of Volunteers for the 2010-2011 School Year. Goal Area 4
5. Approve Requests for Leave. Goal Area 4 (Copy in SMB 49, page 123)
6. Approve Invoice for Legal Services for Richard Collins. Goal Area 5 (02/18/11) (Copy in SMB 49, page 124)
9. Approve Bank Reconciliation for December 2010. Goal Area 8 (Copy in SMB 49, page 125)
10. Approve Investment Report for December 2010. Goal Area 8 (Copy in SMB 49, page 126)
11. Approve Credit Card Expenses for January 2011. Goal Area 8 (Copy in SMB 49, page 127)

12. Approve Financial Statements for December 2010, Cash Flow Report. Goal Area 8 (Copy in SMB 49, page 128)
13. Approve Fund Transfers for December 2010. Goal Area 8 (Copy in SMB 49, page 129)
14. Approve Montessori Elementary Charter School Financials for November and December 2010. Goal Area 8 (Copy in SMB 49, page 130)
15. Approve Sigsbee Charter School Financials for October and November 2010. Goal Area 8 (Copy in SMB 49, page 131)
16. Approve Purchasing Agreement from Insight Public Sector, Inc using State of Florida Contracts and US Communities Contract. Goal Area 7 (2/17/11) (Copy in SMB 49, page 132)
17. Approve Public School Facilities Element County Waiver. Goal Area 5 (02/17/11/) (Copy in SMB 49, page 133)
18. Approve Florida Inventory of School Houses (FISH) Certification of Facilities Data. (Copy in SMB 49, page 134)
21. Approve Employee Termination. Goal Area 4 (Copy in SMB 49, page 135)
22. Approve Budget Amendments #1-9, Resolution #765, Goal Area 8, 5 (Copy in SMB 49, page 136)
23. Approve Out of Country Field Trip for Key West High School. Goal Area 3 (Copy in SMB 49, page 137)
24. Approve the ESOL Endorsement Plan. Goal Area 3 (Copy in SMB 49, page 138)

STAFF REPORTS

1. Curriculum:

A. District Classroom Walk Through Data, Dr. Jesus Jara (02/18/11) Dr. Jara provided a power point on the trend data across the schools. 1377 visits of record were performed in a six month period. Dr. Jara provided a recap of the future scheduling of the CWT and moving into a different informal observation to provide more coaching for the classroom teachers. Dr. Jara explained how a snap shot of what is transpiring is performed.

2. Finance:

A. HOB Construction Update – Michael Kinneer provided a budget outline report providing a total amount spent in a hand out presented to the Board and the Internal Auditor. Mr. Kinneer explained the potential million dollar tax bond penalty indicating Mr. Stokes explained the scenario at a previous meeting. Mr. Dick asked what we can do to alleviate the situation in the event it really does happen. Dr. Burke stated it depends on what the

future use of the building is and he will provide an update at the second meeting in March. He was speaking about the QZAB bond. Mr. Smith-Martin asked for this to be a discussion item to go over specifics on the liability and would an update. For the business meeting Mr. Dick would like to know the status of the Harris School funds, how much is left and what happened to it. Mr. Kinneer spoke on this explaining the expenses with 4.3 million in the account and \$500k in reserve.

B. Discussion on Fiscal Control Measures Including Furlough Days - Dr. Burke (02/17/11/) - Dr. Burke spoke concerning the fiscal measures regarding the 3% goal, and setting an amount aside for negotiations. The adjustments to the teachers pay will be made in the next pay. Dr. Burke spoke concerning the furlough days and as it turns out those two days will be not necessary. It appears as though the 3% will be maintained, but not as much in the dedicated reserve as they had hoped. Recommended the 2% increase of non-union employees be approved, and the reserves would decrease if implemented. Staff will return to board with recommended reductions for the remainder of this fiscal year. A serious look will need to be done for next year. All aspects of the teacher contracts will be honored for the remainder of the year. Mr. Martin stated this board in its present configuration did not speak of the furlough days. Mr. Dick asked for wide open workshop once the figures come from the legislation. Dr. Burke provided the Board with a list of potential reductions and Mr. Dick asked for future clarification as of what it was expected to produce v. what it did produce.

3. Internal Auditor:

A. Audit Update – Ken Gentile. Mr. Bill Anderson from the Audit Committee briefed the Board in Mr. Kessler’s absence.

- HOB construction submittal of 3 recommendations. He outlined some suggestions concerning the report Mr. Kinneer provided. Emergency Change Orders in the project will be looked at to see if there is a better way to inform the Board without having to take them to the Board. Detail budget regarding FFE and the IRS charge. He will be working with Mr. Kinneer on costs of what was put in at Glynn Archer. He also looked at the Purchasing Policy and PO process brought to the board last week. He noted they were a good step forward. He will bring a follow up report on the committee’s recommendations for a future meeting. The board requested some analysis on the management of existing contracts and he will look at that as well.
- He met with the Auditor General and will be completing the internal funds audit and bringing the draft report forth.
- Commented on the Audit Committee in improving communications, and at the next meeting will bring back some outlines. Mr. Smith-Martin asked to be copied on the agenda.
- Superintendent Contract and the context around an evaluation model and will bring it back after meeting with Mr. Collins. He will meet with the Superintendent for his input and place the data on a cd. Mr. Smith-Martin asked if it will be a model for evaluation of the current Superintendent. Mr. Gentile explained how the frame work would be for future Superintendents but it may provide a frame for this Superintendent. Mr. Smith-Martin would like for this evaluative process to be for this Superintendent and separate and apart from the process of finding a new Superintendent. March 12 will have this evaluative tool process on the agenda. Mr. Griffiths suggested a joint meeting between the Committee and

the Board and Mr. Gentile suggested potentially a meeting in first week of April in Marathon at the school.

4. Legal Services:

A. NONE

5. District/School Operations:

A. HOB Construction Update – Fred Sims provided a photo presentation on the construction of the school. He advised the Board of the community meeting at HOB on Wednesday, February 23, 2011. The completion date is June 2013 of phase 1 and phase 2. The construction start time on the weekends was discussed.

CITIZEN INPUT

Captain Ed Davison

PUBLIC HEARING – The regular meeting closed and a Public Hearing was opened. No one addressed the Board on any policy.

1. Policies

- a. 8500 Food Service –
- b. 8531 Free and Reduced Price Meals
- c. 8550 Competitive Food Sales
- d. 8600B Safe Driver Policy

ACTION ITEMS

Upon the recommendation of the Superintendent;

Mr. Griffiths motioned, and Dr. Mathewson seconded to approve

- 1. Approve Policies as Presented:
 - a. 8500 Food Service
 - b. 8531 Free and Reduced Price Meals
 - c. 8550 Competitive Food Sales
 - d. 8600B Safe Driver Policy

Motion passed without objection.

(Copy in SMB 49, page 139)

Upon the recommendation of the Superintendent;

Mr. Smith-Martin motioned, and Mr. Griffiths seconded to approve

- 2. Approve Treasure Village Montessori's Charter Extension Pending Formal Charter Amendment. Goal Area All

Motion passed without objection.

(Copy in SMB 49, page 140)

Upon the recommendation of the Superintendent;

Mr. Smith-Martin motioned, and Mr. Martin seconded to approve

3. Approve Budget Amendment and Bid Award, and Contract for the Poinciana Fields. Goal Area 5 (02/18/11)

Mr. Dick asked about the City of Key West's willingness to work with us on these costs. Mr. Sims stated the City would consider putting in a grant for the lights, but they do not want any part of the fields itself. Mr. Sims stated the cost today varies from the estimate from years past which did not include the fill. There is a commitment to have it ready for next year's soccer season and the City has committed to some recurring expenses. Mr. Smith-Martin asked about the existing lighting that is located on the former site. Mr. Dick asked about the lights being left on during off hours. Mr. Sims explained how the programming of the lights occurs. Mr. Dick suggested a timer be placed on them.

Motion passed without objection.
(Copy in SMB 49, page 141)

Upon the recommendation of the Superintendent;

Mr. Martin motioned, and Mr. Smith-Martin seconded to approve

4. Approve Property/Risk Management Program. Goal Area 6 (02/18/11)

Mr. Smith-Martin asked what it was based on, and if it was recommendation of the Insurance Committee. Dr. Burke answered his questions.

Motion passed without objection.
(Copy in SMB 49, page 142)

Upon the recommendation of the Superintendent;

Mr. Smith-Martin motioned, and Dr. Mathewson seconded to approve

ACTION ITEM 5. 20. Approve School Board Meeting Minutes; Oct 12; Oct 26; Nov. 16,
Dec 14 Goal Area All. (2/20/11)

Motion passed without objection.
(Copy in SMB 49, page 143)

Upon the recommendation of the Superintendent;

Mr. Smith-Martin motioned, and Mr. Martin seconded to approve

ACTION ITEM 6 25. Approve Easement with Keys Energy to Maintain And Install Transformer at Horace O'Byrant School. (PENDING CONFIRMATION OF LEGAL DESCRIPTION) Goal Area 5 (02/17/11/)-02/22/11

Approval of the easements while getting the legal description

Motion passed without objection.
(Copy in SMB 49, page 144)

Upon the recommendation of the Superintendent;

Mr. Griffiths motioned, and Mr. Smith-Martin seconded to approve

ACTION ITEM 7 26. Approve Settlement Agreement Between the School Board of Monroe County, Florida and Duncan Auto Sales, Inc. (PENDING CONFIRMATION OF LEGAL DESCRIPTION) (02/18/11) 02/22/11

Mr. Dick wanted to know how much it is costing us. Dr. Burke stated about \$58,000. The settlement will be about \$30,000 and going into the capital account with specifications on this project, in a payment plan. Mr. Dick asked to include wording that if the property were to be sold they would pay us Dr. Burke agreed. and Mr. Smith-Martin asked the correct name of the energy utility be included.

Motion passed without objection.
(Copy in SMB 49, page 145)

Upon the recommendation of the Superintendent;

Mr. Griffiths motioned, and Mr. Martin seconded to approve

ACTION ITEM 8 26. Approve Budget Amendments, Resolution #764 Goal Area 8, 5

A. NEFEC

B. AP Exams

C. Academic Challenge

D. 2010/2011 FDLRS-S

E. Race to the Top – Mr. Dick asked about distribution of the money. Dr. Burke stated it is 3 years for distribution and stated there are 4 areas but not eligible for one of those areas.

Motion passed without objection.
(Copy in SMB 49, page 146)

Dr. Burke thanked the Board for moving forward with the contracts and setting aside the monies for the non-bargaining staff.

ADJOURNMENT

There being no further business, the Chair adjourned the meeting.

John Dick

John Dick, Chair

Joseph P. Burke

Joseph P. Burke, Superintendent