



Broadcast live on channel 78

April 26, 2011 at 10:00 am & 5:00 pm.

Budget Workshop & Regular Meeting
Adm. Bldg. Board Room
Key West

VISION STATEMENT: *Graduates of Monroe County Schools are Responsible and Well Informed Global Citizens who are College and/or Career Ready.*

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

WORKSHOP BUDGET MEETING – Time Certain 10:00 A.M.

Add-On Item: Dr. Burke requested that the Board consider adding to the Regular Board meeting an add-on concerning a resolution on the HOB Code Violation issue. Dirk Smits explained the need for the Board to consider adding the resolution. The Board was provided the draft resolution for their review. They will decide at the meeting whether to add the item.

A Closed Attorney Client Session was called for 5:00 today, and on May 10th for the Hooper Case, and Code Violation 11-00000509.

Mr. Griffiths asked about a special election. Mr. Collins explained the legal issue surrounding the wording and the associated costs with performing a special election. Mr. Dick and Mr. Smith-Martin are not in favor of taking the millage vote to the citizens as suggested by Mr. Griffiths.

- 1. BUDGET ANALYSIS,** Mr. Kinneer reviewed his budget power point with the Board.
- 2. RECOMMENDED BUDGET REDUCTIONS,** Superintendent Burke recapped to the Board a list of proposed cuts.

BUDGET DISCUSSION ITEMS:

4 day school weeks – Dr. Burke stated that this has to be approved by DOE, and there are standards that must be met in relation to the student day.

School Boundaries – The consensus of the Board is not to move forward with the start times. Dr. Jara explained that it is primarily for the high schools and the athletics that can be used to reduce

the budget. The Board suggested the students, approximately 130, transfer from KWHS to MHS, but that number will have to be scrutinized initially and a phase in would need to occur. They would need to do a school choice form if they chose to provide their own transportation. The start times have been tweaked from the last proposal especially for the students in the upper keys.

Space Utilization – The administration’s goal is to increase space utilization and that the records accurately reflect what is being used.

General Fund Cost of in county and out county travel can be reduced. Some meetings can occur electronically but a minimum amount of money in county travel. The out of county commitment is a \$46,077.84 reduction.

Legal Budget - Dr. Mathewson would like to consider decreasing the costs. What model does the Board wish to have? Is it possible that Vernis and Bowling would rework their contract? Suggestions were made on more district control on access to the legal department.

6 Period Supplements HS/MS – The district provided 50 additional allocation supplements for the high schools.

k-5 Art/Music – Mr. Martin is against reducing the art/music teachers. The K8 schools did receive an allocation for dedication art/music teachers.

ADD-ON AGENDA ITEM:

The Board found good cause to add to the regular business meeting agenda a vote on the Resolution concerning HOB.

Clarification was received from the Board on prioritizing the budget items. John Dick wants a running total with supporting backup on the budget cuts.

3. MISSION STATEMENT DISCUSSION – Mr. Smith-Martin suggested to the Board “Constant Improvement” as the District’s new Mission Statement.

REGULAR MEETING AGENDA – 5:00 P.M.

A. SUPERINTENDENT CALL TO ORDER, THOUGHT FOR THE DAY, AND PLEDGE OF ALLEGIANCE.

B. CLOSED ATTORNEY/CLIENT SESSION *HEERY V. MCSD* – Time Approximate 5:00 pm

C. CONSTRUCTION UPDATE

1. Presentation on HOB Phase 2 Design Options - Rick Z. Smith architect on the HOB construction provided an in depth presentation on the status of the project. He outlined options on phase 2 and explained how we got to where we are today. He explained the 4 codes that govern the construction of schools. He explained the options for the roof lines.

D. ADOPT AGENDA

Mr. Griffiths moved, Mr. Martin seconded to adopt the agenda as amended.

1. Vote on the Mission Statement: Constant Improvement by Robin Smith-Martin.
2. The add-on Item – the Resolution for HOB.
3. Action Item 4 – Approve Key West Charter Contract High School Contract was pulled. Dr. Jara updated the Board on the status of the Key West Charter High School and it will be on the May 10th 2011 workshop.

Consent Items moved to ACTION:

10. Approve Payment of Invoices from KACO.
11. Approve Budget Amendment and Payment of Invoices from Biltmore Construction. (Biltmore Contract as Reference)
12. Approve Addendum to MARC Lease.

Motion passed without objection.

E. RECOGNITION - NONE

ACE PRESENTATION – Principal Sunny Booker and ACE students & parents presented to the Board a power point recapping the school’s history, and curriculum.

F. CONSENT ITEMS

Upon the Recommendation of the Superintendent,

Mr. Griffiths moved, Mr. Martin seconded to adopt the consent agenda as amended:

1. Approve District Travel. (Copy in SMB 49, page 174)
2. Approve the Recommendations for Support Services Personnel Employed and Terminated for the 2010-2011 School Year. (Copy in SMB 49, page 175)
3. Approve the Recommendations for Instructional Personnel Employed for the 2010-2011 School Year. (Copy in SMB 49, page 176)
4. Approve List of Volunteers for the 2010-2011 School Year. (Copy in SMB 49, page 177)
5. Approve Requests for Leave. (Copy in SMB 49, page 178)
6. Approve Revisions to Pay Grade 701 Substitute Teachers and Addition to Pay Grade 702 – Emergency Teachers for the 2011-2012 school year. (Copy in SMB 49, page 179)
7. Approve Invoice for Legal Services for Richard Collins. Goal Area 5 (Copy in SMB 49, page 180)
8. Approve Invoice for Legal Services for Vernis and Bowling. Goal Area 5 (04/20/11) (Copy in SMB 49, page 181)
9. Approve Invoices for Legal Services with Johnson, Anselmo, Murdoch, Burke, Piper & Hochman, PA. Goal Area 5 (Copy in SMB 49, page 182)
10. Approve Bank Reconciliation(s) February and March 2011. (Copy in SMB 49, page 183)
11. Approve Investment Report(s) February and March 2011. (Copy in SMB 49, page 184)
12. Approve Financial Statements, A. Cash Flow, B. Schedule of Cash February & March 2011 C. HOB Construction April 2011. (Copy in SMB 49, page 185)
13. Approve Fund Transfers(s) February and March 2011. (Copy in SMB 49, page 186)
14. Approve Financials for Montessori Elementary Charter School February and March, Big Pine Academy February & March, Treasure Village Montessori, ~~Sigsbee Charter School~~. (Copy in SMB 49, page 187)

18. Approve Award of Bid No. 429 to Sprinklermatic Fire Sprinklers and Fire Alarm and Related Contract for Services. (Copy in SMB 49, page 188)
19. Approve Grant Application for Head Start. (Copy in SMB 49, page 189)
20. Approve Out of State Travel for Stanley Switlik Alpha Students to Travel to Tremont, Tennessee. (04/20/11) (Copy in SMB 49, page 190)
21. Approve Agreement with NEFEC for Partial Reimbursement of Education Options, Inc. Credit Recovery Costs. (Copy in SMB 49, page 191)
22. Approve the 2010-2011 Salary Schedule. (Copy in SMB 49, page 192)
23. Approve Supplement for EPIC Race to the Top Committee Member for Union Staff only. (Copy in SMB 49, page 193)
24. Approve Employee Discipline for Yhorka Texeira. (Copy in SMB 49, page 194)
25. Approve Employee Discipline for Robert Lalena. (Copy in SMB 49, page 195)
26. Approve Litigation Contract Concerning Paint for Key Largo School. (Copy in SMB 49, page 196)
27. Approve Litigation Contract Concerning Lake V. MCSD. (04/20/11) (Copy in SMB 49, page 197)
28. Approve Insurance Committee Recommendation for Changes in the Health Insurance Plan Effective July 1, 2011. (Copy in SMB 49, page 198)
29. Approve Budget Amendments, Resolution #766 (Copy in SMB 49, page 199)
 - A. Title 1 – Roll Forward
 - B. Food Service Summer School (corrected 04/25/11)
 - C. Food Service Food Purchase
 - D. Education Job Fund
 - E. Title III – Roll Forward
 - F. Non-Exempt Compensation (04/20/11)
 - G. Mock Trial Supplement
 - H. Adult Education 8219
 - I. Facilities & Construction
 - J. COPS
 - K. General Fund
 - L. FEMA
 - M. Capital Fund
 - N. Charter School
30. Approve Contract with High Performance Technologies for the Purchase of Infrastructure Hardware. (4/25/11) (Copy in SMB 49, page 200)

G. STAFF REPORTS

1. Curriculum:

- A. Ace Presentation - Sunny Booker and Students presented to the Board at the onset of the meeting.

2. Finance:

- A. Update on HOB Construction – Michael Kinneer/Fred Sims 20Min.

- 3. Internal Auditor:** Mr. Gentile spoke concerning the feedback he received on his evaluation. His performance bonus he is waiving at this time. He spoke concerning the

feedback on the RFP process for the food service and suggested bring these feedback surveys back to the Board for their review in the future. He stated that the committee will move forward on the review of the OPPAGA along with a model of self improvement. He touched on budget recommendations and outlined the role of the committee which is not clear. He presented some ideas to consider, unpaid holidays or furloughs, salaries and job descriptions in alignment for work product, looking at money spent to see whether or not there is an opportunity to address vendors, contract check list will go to Mr. Kinneer's review, implement budget recommendation tracking, web focus group for community ideas and filter through the tracking process, explore the use of committees further. Another area he'd like to look at is the Superintendent's assessment tool. He spoke on the utilization of the Harris School proceeds with the possibility of using them in other areas. He spoke concerning change orders and the use of a special account. He informed the Board concerning Datanet and its potential uses and suggested a presentation at the May 10th agenda. The fraud hotline is moving along and is he is meeting with the Ethicspoint representatives tomorrow.

RFPS -

Mr. Gentile addressed the Board concerning the potential circulation of the RFP's. Mr. Griffiths would like to see the RFP responses by region. Dr. Burke reiterated that both RFP's shall include the provision to keep our employees.

Stuart Kessler addressed the Board on behalf of the Audit Committee. Mr. Smith-Martin thanked the AFC for the hard work performed.

4. Legal Services: - NONE

5. District/School Operations:

- A. Presentation of the 2011-2012 Technology Plan – Nick Osterhoudt, 30 Min. (04/21/11) 2011-2012 Technology Plan must be to DOE by May 1, 2011 and some of the changes suggested were just finalized. Nick Osterhoudt recapped the changes suggested by the Committee. Mr. Dick asked if he was filing the ERate and Mr. Osterhoudt advised that he was in fact filing it himself. He also spoke about the increase from 70% to 73%.
- B. Marathon Manor Fill Update – Fred Sims stated that an RFP for the fill placement in the pit will be done.
- C. Appointment of Value Adjustment Board Member and Alternate for 2011 – Mr. Dick is the representative and Mr. Ron Martin will be the alternate.

I. PUBLIC HEARING – No one from the public addressed the Board at the Public Hearing.

1. Policies

| | |
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| Bylaw 0141.2 | Conflict of Interest |
| Bylaw 0141.3 | Conflicting Employment or Contractual Relationship |
| Bylaw 0144 | Term |
| Bylaw 0160 | Notice of Meetings |
| Policy 1010 | Board-Superintendent Relationship (UD03/07/11) |
| Policy 3120.04 | Substitute Teachers |
| Policy 1122/3122/4122 | Nondiscrimination & Equal Employment Opportunity |

| | |
|----------------------------------|---|
| Policy 1122.02/3122.02/4122.02 | Nondiscrimination Based on the Genetic Information of the Employee |
| Policy 1122.04/3122.04/4122.04 | Nondiscrimination Grievance Procedure |
| Policy 1124, 3124, 4124 | Drug-Free Workplace |
| Policy 1213, 3213, 4213 | Student Supervision & Welfare |
| Policy 1231, 3231, 4231 | Outside Activities of Administrators/Instructional Staff/Support Staff |
| Policy 1232, 3232, 4232 | Political Activities |
| Policy 3213, 4213 | Student Supervision and Welfare |
| Policy 1430.01, 4330.01, 4430.01 | FMLA Leave |
| Policy 1590/3590/4590 | Personnel File |
| Policy 2260 | Nondiscrimination and Equal Educational Opportunity |
| Policy 2370.01 | Virtual Instruction Program |
| Policy 2416 | Student Privacy and Parental Access to Information |
| Policy 2510 | Adoption of Instructional Materials |
| Policy 3120.04 | Substitute Teachers |
| Policy 5111.02 | Educational Opportunity for Military Children |
| Policy 5120 | Assignment within District |
| Policy 5330.01 | Self-Administered Medications |
| Policy 5335.01 | Food Allergies |
| Policy 5350 | Student Suicide |
| Policy 5410 | Student Progression |
| Policy 5410.01 | Promotion, Placement, and Retention |
| Policy 5451 | Student Recognition |
| Policy 5460 | Graduation Requirements |
| Policy 5780 | Student/Parent Rights |
| Policy 6105 | Authorization to Use Facsimile Signatures |
| Policy 6220 | Budget Preparation |
| Policy 6233 | District Budgets |
| Policy 7510 | Facility Use |
| Policy 8400 | Environmental Health and Safety Issues |
| Policy 8431 | Preparedness for Toxic Hazards and Asbestos Hazards |
| Policy 8450 | Control of Casual Contact Communicable Diseases |
| Policy 8453 | Direct Contact Communicable Diseases |
| Policy 8800 | Religious/Patriotic Ceremonies and Observances |
| Policy 9160 | Public Attendance at School Events |
| Policy 9210 | Fundraising |
| Policy 9211 | Fundraising |
| Policy 9215 | Fundraising |
| Policy 9300 | Awards, Recognition, and Incentives for Staff, School Volunteers, Advisory Committee Members, and Community Members |

2. Job Description for the Executive Director of Student Services & Curriculum.

ACTION ITEMS

Upon the recommendation of the Superintendent;

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

1. Approve Policies

| | |
|-----------------------|--|
| Bylaw 0141.2 | Conflict of Interest |
| Bylaw 0141.3 | Conflicting Employment or Contractual Relationship |
| Bylaw 0144 | Term |
| Bylaw 0160 | Notice of Meetings |
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| Policy 9215 | Fundraising |
| Policy 9300 | Awards, Recognition, and Incentives for Staff, School Volunteers, Advisory Committee Members, and Community Members |

Motion passed without objection

Copy in SMB 49, page201

Upon the recommendation of the Superintendent;

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

2. Job Description for the Executive Director of Student Services & Curriculum.

Motion passed without objection

Copy in SMB 49, page202

Upon the recommendation of the Superintendent;

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

3. Approve Ocean Studies Charter Contract - OSCS Modifications Application Previously Board Approved (04/25/11)

Motion passed without objection

Copy in SMB 49, page203

Upon the recommendation of the Superintendent;

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

5. Approve Sigsbee Charter Contract Amendment

Motion passed without objection

Copy in SMB 49, page204

Upon the recommendation of the Superintendent;

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

6. Approve the 2011-2012 Technology Plan. (04/20/11)

Motion passed without objection

Copy in SMB 49, page205

Upon the recommendation of the Superintendent;

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

7. Approve Joint Use MOU for Glynn Archer School. (04/20/11)
Mr. Dick would like help from the City on the School District's Bus Depot.

Motion passed without objection

Copy in SMB 49, page206

Upon the recommendation of the Superintendent;

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

Adopt Resolution 768 for Horace O'Bryant Middle School

Motion passed without objection

Copy in SMB 49, page207

Upon the recommendation of the Superintendent;

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

Adopt MISSION STATEMENT: CONSTANT IMPROVEMENT

Motion passed without objection

Copy in SMB 49, page208

Upon the recommendation of the Superintendent;

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

10. Approve Payment of Invoices from KACO. It was suggested that it should have been an RFQ not an RFP. Mr. Sims explained the reasons for going over the amount and outlined the three tasks they were performing. Mr. Dick questioned how a vendor could exceed the contract amount. Dr. Burke was surprised and disappointed that more control was not used. Dr. Burke wants it clear to the vendor that pre-authorization should be obtained before work is performed.

Motion passed without objection

Copy in SMB 49, page209

Upon the recommendation of the Superintendent;

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

11. Approve Budget Amendment and Payment of Invoices from Biltmore Construction. (Biltmore Contract as Reference) Should their payment come from Harris school funds? Mr. Dick doesn't believe the District should pay it. Dr. Burke stated that Biltmore is not doing any work on PKS at this time, but did commend Biltmore on the assistance they provided to the District concerning the BRPH issue. He believes the district was well served by their help.

ROLL CALL

MR. GRIFFITHS YES

MR. MARTIN YES

DR. MATHEWSON YES

MR. SMITH-MARTIN YES

MR. DICK NO

Motion passed

Copy in SMB 49, page210

Upon the recommendation of the Superintendent;

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

12. Approve Addendum to MARC Lease.

MARC Lease – Mr. Dick asked about the FEMA money, if District employees did any work, and Mr. Dick would like to know the information that is listed on the lease and Mr. Collins also stated that Mr. Rhodus may have issued the permits. Ms. Booker stated that all the receipts are available on the FEMA projects.

Motion passed without objection

Copy in SMB 49, page211

ADJOURNMENT

John R. Dick

John R. Dick, Chair

Joseph P. Burke

Joseph P. Burke, Superintendent