



*Broadcast live on channel 78*

**August 23, 2011 at 5:00 pm.**

Regular Meeting & Budget Meeting 2  
Coral Shores High School Media Center

**MISSION STATEMENT – CONSTANT IMPROVEMENT**

**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; Robin Smith-Martin; Ron Martin; Dr. Joseph Burke, Superintendent and School Board Attorney Richard Collins  
**ABSENT:** Duncan Mathewson

**SWEARING IN OF SUPERINTENDENT DR. JESUS JARA** by Judge Reagan Ptomey. Dr. Jara was joined by his wife, children and mother.

**REGULAR MEETING – 5:00 P.M.**

**CALL TO ORDER, INVOCATION, AND PLEDGE OF ALLEGIANCE.**

**RECOGNITION - Outstanding Achievements**

1. Annual Commissioner's Business Recognition Award - Morgan Hampson Insurance
2. Key Largo School & Plantation Key School Upper Keys VFW Post 10211 Award
3. Dr. Jara recognized Mr. Ken Gentile's team as the winning team that participated in a weight loss competition.

**ADOPT AGENDA**

**Upon the Recommendation of the Superintendent,**

Mr. Griffiths motioned, Mr. Smith-Martin seconded to adopt the agenda as amended

**MOVED TO ACTION**

1. Approve Requests for Leave.
6. Approve District Travel. Goal Area 5

8. Approve Contract with Regina Butler, Occupational Therapist.
9. Approve Contract with Dr. Timothy Vollmer.
12. Approve Contract with Phyllis Bailin, Occupational Therapist Assistant.
15. Approve Charter School Budget for 2011-2012 for Sigsbee Charter School and Key West Collegiate School.

**DELETED:**

14. Approve Contract Renewal with Atlantic Plumbing.

**Motion passed**

**Upon the Recommendation of the Superintendent,**

Mr. Smith-Martin motioned, Mr. Martin seconded to approve the Meeting Minutes for May 24, 2011 as presented

Motion passed without objection.

SMB 50, page 29

**Upon the Recommendation of the Superintendent,**

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

**CONSENT AGENDA**

2. Approve the Recommendations for Administrators Employed & Terminated for the 2011-2012 School Year. (Copy in SMB 50, page 30)
3. Approve the Recommendations for Instructional Personnel Employed & Terminated for the 2011-2012 School Year. (Copy in SMB 50, page 31)
4. Approve the Recommendations for Support Services Personnel Employed & Terminated for the 2011-2012 School Year. (Copy in SMB 50, page 32)
5. Approve Florida School Boards Association Dues for the Small District Council Due for the Current Year, in the amount of \$2,850.00. (Copy in SMB 50, page 33)
7. Approve Invoices for Legal Services(Copy in SMB 50, page 34)
  - a. Johnson, Anselmo, Murdoch, et al 39568, and 39569
  - b. Vernis & Bowling 113946, 115912 thru 115920
10. Approve Annual Program Information Report (PIR) for Head Start Program. (Copy in SMB 50, page 35)
11. Approve Contract with Florida Keys Area Health Education Center (AHEC). (Copy in SMB 50, page 36)
13. Approve Memorandum of Understanding with the Monroe County Sheriff's Office.<sup>.08172011</sup> (Copy in SMB 50, page 37)
16. Approve July 2010 through June 2011 Year End Financials for Sigsbee Charter School. (Copy in SMB 50, page 38)
17. Approve June 2011 Financial Statements for Montessori Elementary Charter School. (Copy in SMB 50, page 39)
18. Approve November and December 2010 and January 2011 Financials for Big Pine Charter. (Copy in SMB 50, page 40)
19. Approve 2011-2012 Amended School Calendar. (Copy in SMB 50, page 41)

## STAFF REPORTS

### Finance:

A. HOB Construction Financial Update, Michael Kinneer 8212011

Mr. Dick spoke regarding the 6 week delay for the reduction of the roof. Dr. Jara provided a recap of the Conflict Resolution Meeting held concerning the roof, landscaping, parking lot and storm water. The landscaping will be addressed in 2013 after the original project is signed, sealed and delivered.

Mr. Kinneer recapped the Construction Budget Update in the new format. There is a follow up meeting tomorrow which will set direction on the potential change orders that once cleaned up should permit us to move ahead. Next month's report will be better cleaned up. Mr. Griffiths would like to see a list of the potential issues with the City and maybe should be included in the Interlocal agreement. The plan is to workshop it on the 6<sup>th</sup> and formal vote at the September meeting.

### CITIZEN INPUT

Letter from Margo Romero – HOB

Kim Lowell – UTM

Tina Cash - UTM

Lisa Giles – budget

Debbie Grove - budget

Holly Hummel-Gorman - budget

Capt Ed. Davison – Superintendent search

### BUDGET MEETING – TIME CERTAIN 6:00 PM

Dr. Jara announced he voluntarily took a 3% salary reduction. And, he asked where the Board members were on a voluntary 3% reduction as they are elected officials. Mr. Griffiths donates his salary to Take Stock In Children. The Board's consensus was to reduce their salary by 3%.

Mr. Dick did not want to see an oversight on the AFR. Mr. Kinneer provided copies and a power point of the updated budget and recapped the changes that were incorporated thus far. Dr. Jara is monitoring class size and enrollment across the Board as an area that could potentially cause an increase in the budget. Dr. Jara addressed the lack of TERMS training from two new charter schools which causes an area of concern for the enrollment numbers. 7982 was yesterday's enrollment. Enrollment is 8109 as of 5:00 pm today. Mr. Dick is concerned about the potential serious issues of the charter schools increasing enrollment. One charter school has applied to the State to become high performing reducing the 5% to 2% if approved.

### 2011-2012 Budget Book Updated

#### 1. Adopt the following tentative Millages:

- |   |        |
|---|--------|
| a. Required local effort Millage rate:      | 1.8170 |
| b. Discretionary Millage Rate:              | .7480  |
| c. Capital Improvement Millage Rate:        | .5000  |
| d. Additional Voted Operating Millage Rate: | .5000  |

**STAFF REPORTS CONTINUED:**

**Internal Auditor:**

A. Update from Ken Gentile –

The AFC highlights:

- Budget review
- Supplement breakdown and outcome measure
- Outsourcing with reach out to other districts – non core areas should be ranked and reviewed for potential outsourcing.
- Public meeting recommendations in communications with procedural guidelines
- Upcoming meeting will receive staff report from Ms. Allen on hiring practices
- Proposed changes in School Board Policy relating to Audit Committee Charter or Audit Committee to the School Board potentially at the next workshop.
- Other topics discussed were district wide risk assessment, auditor annual work plan
- Procurement Manual at a the next workshop
- Internal Fund Audit, HOB Construction and Transportation operational budget
- Internal Audit discretionary fund was reduced by having Administrative support by the Board Adm. Aide.
- Datanet recap and invites the Board to test drive it.
- Hotline has been launched and a press release is forthcoming. 1-866-842-2093 or website [www.monroe.ethicspoint.com](http://www.monroe.ethicspoint.com)

Mr. Martin stated the \$24,000 that was given back he would like to see go to RTI at the elementary level. Dr. Jara will see where we are. Mr. Smith-Martin asked about potentially using video conferencing more often. Dr. Jara stated some of the administrative meetings will be held virtually. Mr. Smith-Martin would like to attend a virtual meeting.

**Operating Services:**

A. Disposition of Marathon Manor Discussion – Dr. Jara asked for direction from the Board to put out an Invitation to Negotiated (ITN). Mr. Smith-Martin would like to a property analysis of all our assets.

**Superintendent and Board:**

A. Vern Crawford presented the Legislative Update and Legislative Priorities.

**PUBLIC HEARING**

1. Proposed Policies

- a. District Advisory Council includes wording on Charter Schools  
no one from the public addressed the Board.

**ACTION ITEMS**

**Upon the Recommendation of the Superintendent,**

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

- 1. Approve Proposed Policies
- a. District Advisory Council with the verbiage adding Charter Schools.

Motion passed without objection  
Copy in SMB 50, page 41

**Upon the Recommendation of the Superintendent,**

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

2. Provide Direction on the Interlocal Agreement with the City of Marathon for Sewer Tie In.

The Board discussed how to proceed with this project.

Motion to authorize the Superintendent to negotiate a contract to expedite the hook up not to exceed 60 with terms agreeable by legal no more than 2 years at 30,000 per year.

Motion passed without objection  
Copy in SMB 50, page 42

**Upon the Recommendation of the Superintendent,**

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

6. Approve District Travel. Goal Area 5

Motion passed without objection  
Copy in SMB 50, page 43

**Upon the Recommendation of the Superintendent,**

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

8. Approve Contract with Regina Butler, Occupational Therapist.

Motion passed without objection  
Copy in SMB 50, page 44

**Upon the Recommendation of the Superintendent,**

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

9. Approve Contract with Dr. Timothy Vollmer.

Motion passed without objection  
Copy in SMB 50, page 45

**Upon the Recommendation of the Superintendent,**

Mr. Martin motioned, / seconded to approve the

12. Approve Contract with Phyllis Bailin, Occupational Therapist Assistant.

Motion passed without objection  
Copy in SMB 50, page 46

**Upon the Recommendation of the Superintendent,**

Mr. Griffiths motioned, Mr. Smith-Martin seconded to approve the  
15. Approve Charter School Budget for 2011-2012 for Sigsbee Charter School and Key West Collegiate School.

Motion passed without objection  
Copy in SMB 50, page 47

**Upon the Recommendation of the Superintendent,**

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

1. Requests for Leave.

This item was inadvertently pulled in error.

Motion passed without objection  
Copy in SMB 50, page 48

**ADJOURNMENT**

---

**John R. Dick, Chair**

---

**Dr. Jesus F. Jara, Superintendent**