



Broadcast live on channel 78

December 13, 2011 at 3:00 pm

Workshop Meeting & Regular Meeting
Coral Shores High School Media Center
89901 Overseas Highway
Tavernier

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; Duncan Mathewson; Robin Smith-Martin; Ron Martin; Dr. Jesus Jara, Superintendent and School Board Attorney Richard Collins.

Audit and Finance Members: Stuart Kessler.

WORKSHOP TIME CERTAIN 3:00 P.M.

1. Preliminary Budget Analysis for Fiscal Year 2012-2013, Michael Kinneer reviewed the preliminary analysis with the Board. Andy Griffiths asked about the potential of using the TAN to fund the charter schools. Dr. Mathewson noted the administrative fee has dropped to 2% from 5% for high performing charter schools. Dr. Jara remarked there is a potential that the District may be permitted to cap enrollment. Mr. Dick questioned the beginning balance for next year and the potential cuts that Dr. Jara is proposing now. If this is approved the Superintendent would have to send a letter to the Governor and the Education Commissioner today. Mr. Griffiths asked about loaning ourselves money. Mr. Dick stated he will vote no for the budget unless it holds a 5% fund balance. Mr. Dick would like Mr. Kinneer to look again to see if money can be found in the capital fund where money can be transferred. Ken Gentile stated in speaking with the Superintendent there are three scenarios with a component may be salaries this year, the strategic plan and further cuts. Plan A will be brought back to the Board in January.

2. Job Descriptions for Director, Adult/Career Education and Alternative Education, This change is anticipated for July 1, 2012. It was presented for feedback with hopes of consolidating programs and for one person to run all programs as a 12 month position. Andy Griffiths noted to remove the PACE program the job description. Mr. Smith-Martin understands the intent of the consolidation but does not see how one person can do all those jobs. He suggested the career technical piece be separated and maybe a look at the salaries instead. Vocational programs are not getting the support they need Mr. Martin stated. The savings would be about \$150,000. Mr. Smith-Martin asked about the scenarios outlined by staff with a potential savings of \$500K. The Superintendent will review the scenario. The Superintendent will provide a report on how this will look for the new school year.

3. Discussion of Glynn Archer MOU with the City of Key West, Dr. Jara remarked we do not want to have an empty school building. Mr. Dick stated we do have to move along on this issue. Mr. Dick

stated there are no encumbrances on the Trumbo Point property. Mr. Griffiths wanted to know if we lease the property which fund does it go in to? Dr. Mathewson suggested the use of the back building into a community center and he suggested incorporating that and transportation in the MOU. The mural in the auditorium is historic and must kept. Space utilization by the District needs to be analyzed. Shawn Smith stated that the City does in fact have a rapidly closing window. He believes there would be no objection to have office space for the Superintendent and the Board at the main building. The City did perform a space utilization review. Joint use of the auditorium makes great sense. Transportation needs should also be reviewed. Mr. Smith can take back the District's needs in putting forth the MOU and have the City vote on it at their meeting in February and urged the Board to act quickly. The Superintendent will have additional meeting with the City.

4. Updates on GCA and Green Horizons Contracts, Presentation Jeff Barrow recapped the grades for the ground contractor. The GCA surveys with feedback is given to their managers and action is taken immediately. Mr. Barrow believes everything is going the way they had anticipated and going smoothly.

Moved to 5:00 meeting.

5. Discussion on District Voting Boundaries, This is initiated by the Census and the County of Monroe adjusts their boundaries and the School District is matching. Andy Griffiths suggested the County adopt the District's numbers. No discussion or input from the Board was presented.

6. EPIC Presentation, Mrs. Axford presented a handout of the power point to the Board on the Educational Performance Incentive Compensation. It is collaboration of the District and the United Teachers of Monroe. She thanked the members of the committee for their participation. She outlined the Charlotte Danielson model. The bargaining team ratified the evaluation tool on November 17th. Mrs. Axford stated approval has been received from the DOE. The appeal process is being worked out. The legal deadline to have the entire process approved is 2013-2014.

7. State 2011 FCAT Reading 2.0 Results and the States increase cut scores in the testing. Dr. Jara spoke concerning his handout. Mr. Martin is not pleased with the raise in cut scores.

REGULAR MEETING – 5:00 P.M.

CALL TO ORDER, INVOCATION, AND PLEDGE OF ALLEGIANCE.

Upon the recommendation of the Superintendent,

Andy Griffiths moved, Ron Martin seconded to approve

Adopt the agenda and format as amended.

Motion passed without objection

(Copy in SMB 50, page 128)

DELETED:

Consent Agenda 6d. Invoices for Johnson Anselmo.

6. Adopt Salary Bands for Administrators for 2011-2012 SY. Tabled to the next business meeting.

MOVED TO ACTION:

Consent Item No. 12. Approve Budget Amendments:

- a. Budget Increase for Charter FEFP Payment
- b. Budget Reduction for for FY2012 General Fund Expenditures 12.13.11
- c. Amend Budget from Function 5900 to 5100
- d. Receipt of Voluntary Public School Grant Funds
- e. Safe Schools' Budget Amendment
- f. Payment from USF to MCSD/Conch Connect
- g. Vacation and Terminal Leave Pay Function Adjustment
- h. Title 1 and Title II Budget Decrease from FLDOE
- i. 2011-2012 FEFP Allocation Adjustment

Upon the recommendation of the Superintendent,

Duncan Mathewson moved, Robin Smith-Martin seconded to approve

Minutes of October 25, 2011; November 15, 2011; November 22, 2011

Motion passed without objection
(Copy in SMB 50, page 129)

RECOGNITION

1. GEMS – Students and Staff from Coral Shores were recognized.
2. PKS School Volunteers of the Year, and Model School PBS Program

Upon the recommendation of the Superintendent,

Andy Griffiths moved, Mr. Martin seconded to approve

The consent agenda as amended

1. Approve Requests for Leave. (Copy in SMB 50, page 130)
2. Approve Volunteers. (Copy in SMB 50, page 131)
3. Approve the Recommendations for Instructional Personnel Employed & Terminated for the 2011-2012 School Year. (Copy in SMB 50, page 132)
4. Approve the Recommendations for Support Services Personnel Employed & Terminated for the 2011-2012 School Year. (Copy in SMB 50, page 133)
5. Approve District Travel. (Copy in SMB 50, page 134)
6. Approve Invoices for Legal Services (Copy in SMB 50, page 135)

A. Vernis & Bowling

B. John R. Collins

C. Weatherly Law Firm

7. Approve Memorandum of Understanding with the Monroe County Sheriff's Office for GED Testing of Inmates. (Copy in SMB 50, page 136)
8. Approve Schedule of Investments for Month Ending October 31, 2011. (Copy in SMB 50, page 137)
9. Approve Charter School Financial Reports for Key West Montessori for October 2011, and Ocean Studies Charter for October 2011. (Copy in SMB 50, page 138)
10. Approve Charter School Year-End Audit Ending June 30, 2011 for Key West Montessori Charter School and Montessori Island Charter School dba Treasure Village Montessori. (Copy in SMB 50, page 139)
11. Approve Contract with the Guidance Center. (Copy in SMB 50, page 140)

CITIZEN INPUT: The following addressed the Board: Larry Murray, Sloan Bashinsky, Margo Romero, Holly Hummell Gorman, and Captain Ed Davidson

STAFF REPORTS

Curriculum:

- A. FCAT Toolkit was moved to the next board meeting.
- B. Presentations: Ocean Studies Principal presented a power point updating the Board on its progress, Treasure Village Montessori, and Plantation Key School

Finance:

- A. HOB Construction Update, Michael Kinneer recapped the construction progress at HOB. Mr. Griffiths asked how many weekends will construction occur? Mr. Kinneer did not know. Mr. Dick wanted to know when it will be said how much it will cost and how long will it take? The Superintendent will send a formal letter and ask for a response in writing. The Ribbon Cutting is the 19th.

Internal Auditor:

- A. Ken Gentile updated the Board on the initial Schools Internal Audit, the Auditor General's Audit, the Fraud and Abuse hotline update, facilities use plan, an RMLO plan, and an Human Resources plan. Mr. Dick asked about the status of the truck investigation. Mr. Gentile stated it is red flagged but not completed. Stuart Kessler, Chair of the Audit and Finance Committee thanked the committee members for their service. He asked the Board to provide vision, and continued support. Mr. Kessler provided a report on the status of the support of the Committee on the referendum.

Legal Services:

- A. Budget Analysis for Last 5 Years 12.12.11 Dr. Jara reiterated this was out of the general fund and Mr. Kinneer recapped the budget in general fund. How do we become more efficient in legal services asked Mr. Smith-Martin. Mr. Gentile recommended a look at the type of legal issues being used, putting together a

budget by department based on hours needed for legal needs. Mr. Gentile will work with legal services on these options. Mr. Dirk Smits provided a comparative handout of the legal billings in a detailed analysis. Superintendent Jara also asked who is directing the work. Going forward better budgeting would facilitate appropriate legal services fees.

Operating Services:

A NONE

Superintendent and Board:

A. Discussion on the ½ Mil, Timeline, Mr. Dick/Dr. Jara 12.13.11 – The Board discussed the Draft FAQ and made edits. The Board, by consensus, permitted an exemption concerning the Political Activities Policy by granting the Superintendent permission to advocate for the ½ Mil Referendum.

ADD-ON ITEM: Dr. Jara asked for a multiple year contract as Superintendent. He is asking for the Board to direct Mr. Collins to negotiate a multi year contract for him to continue as Superintendent. There was no consensus to do so at this time. Voting on this item was tabled until a future board meeting.

B. Discussion of January 10, 2012 Board Workshop Date Change – the meeting will remain on January 10, 2012 with the discussion of the half mil referendum to be the only workshop item.

ACTION ITEMS

1. Pulled Consent Items. No items were placed here.

Upon the recommendation of the Superintendent,

Robin Smith-Martin moved, Ron Martin seconded to approve

2. Approve Resolution 777 for District Voting Boundaries.

Motion passed without objection
(Copy in SMB 50, page 141)

Upon the recommendation of the Superintendent,

Robin Smith-Martin moved, Duncan Mathewson seconded to approve

3. Approve Contract with Florida Keys Area Health Education Center (AHEC). Mr. Martin must abstain.

Motion passed without objection
(Copy in SMB 50, page 142)

Upon the recommendation of the Superintendent,

Robin Smith-Martin moved, Ron Martin seconded to approve

4. Approve Contract with HP Financial.

Motion passed without objection
(Copy in SMB 50, page 143)

Upon the recommendation of the Superintendent,

Andy Griffiths moved, Robin Smith-Martin seconded to approve

5. Approve EPIC Ratification.

Motion passed without objection
(Copy in SMB 50, page 144)

Upon the recommendation of the Superintendent,

6. Adopt Salary Bands for Administrators for 2011-2012 SY.

Upon the recommendation of the Superintendent,

Robin Smith-Martin moved, Ron Martin seconded to approve

7. Approve Settlement Agreement for Antonio Oliva Risk Management.

Motion passed without objection
(Copy in SMB 50, page 145)

Upon the recommendation of the Superintendent,

Ron Martin moved, Andy Griffiths seconded to approve

8. Approve Employee Discipline on Tim Coval.

Motion passed without objection
(Copy in SMB 50, page 146)

Upon the recommendation of the Superintendent,

Robin Smith-Martin moved, Duncan Mathewson seconded to approve

9. Approve School Board Members' Appointments/Reappointments to the Audit and Finance Committee.

Duncan Mathewson thanked Larry Murray for his service to the District as his former appointee, and appointed Hazel Hartman as his Audit and Finance Committee Representative. All other Board members reappointed their current representatives.

Motion passed without objection
(Copy in SMB 50, page 147)

Upon the recommendation of the Superintendent,

Ron Martin moved, Robin Smith-Martin seconded to approve

10. Approve Out of Country Trip for Key West High School Students going to France during Spring Break 2012.

Motion passed without objection
(Copy in SMB 50, page 148)

Upon the recommendation of the Superintendent,

Robin Smith-Martin moved, Ron Martin seconded to approve

11. Approve Builders Risk Insurance Policy for HOB Phase II.

Motion passed without objection
(Copy in SMB 50, page 149)

Upon the recommendation of the Superintendent,

Andy Griffiths moved, Ron Martin seconded to approve

12. Approve Budget Amendments:
 - a. Budget Increase for Charter FEFP Payment

Motion passed without objection
(Copy in SMB 50, page 150)

Upon the recommendation of the Superintendent,

Ron Martin moved, Andy Griffiths seconded to approve

12. Approve Budget Amendments:
 - b. Budget Reduction for for FY2012 General Fund Expenditures 12.13.11

Motion passed without objection
(Copy in SMB 50, page 151)

Upon the recommendation of the Superintendent,

Ron Martin moved, Andy Griffiths seconded to approve

12. Approve Budget Amendments C thru I:
 - c. Amend Budget from Function 5900 to 5100
 - d. Receipt of Voluntary Public School Grant Funds
 - e. Safe Schools' Budget Amendment
 - f. Payment from USF to MCSD/Conch Connect
 - g. Vacation and Terminal Leave Pay Function Adjustment
 - h. Title 1 and Title II Budget Decrease from FLDOE
 - i. 2011-2012 FEFP Allocation Adjustment

Motion passed without objection
(Copy in SMB 50, page 152)

ADJOURNMENT

John R. Dick
John R. Dick, Chairman

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