



School Board Agendas

Broadcast live on channel 78

November 15, 2011 at 4:00 pm

Workshop Meeting & Regular Meeting

A.J. Henriquez Adm. Bldg.

241 Trumbo Road,

Key West

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: Roger McVeigh, and Stuart Kessler.

CLOSED EXECUTIVE SESSION TO DISCUSS RISK MANAGEMENT ISSUES was held by the Board, Mr. Collins, Superintendent Jara and Wanda Menendez.

WORKSHOP — TIME APPROXIMATE 4:00 pm

1. HOB School Improvement Plan, Michael J. Henriquez presented a power point presentation highlighting the goals of the school, initiatives and strategies that are positive outcomes.
2. Charter School Improvement Plans
 - a. Key West Montessori Elementary, Lynn Barras presented a power point presentation outlining the highlights and goals for her school.
3. Truancy Committee Update – Rebecca Palomino and Theresa Axford provided an update to the Board on the initiatives. The District is scheduled to have its first truancy hearing for a first grade student.
4. 12th Anniversary of Take Stock in Children Week Proclamation, Dr. Jara read the proclamation.

REGULAR MEETING – 5:00 P.M.

CALL TO ORDER, INVOCATION, AND PLEDGE OF ALLEGIANCE.

Upon the recommendation of the Superintendent,

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

DELETED:

8B. Legal Invoices for Vernis & Bowling

PULLED:

Action Items 2 and 3 Approve Facility Lease Credit for the Key West Montessori Elementary Charter School, Inc., and Approve Amendment to the Charter of the Key West Montessori Elementary School Charter - Dr. Jara spoke concerning the lease credit to see if there is a possibility to use capital funds, and he did pull both items from approval. He did not want to rush through these items tonight. He does though still support the items.

MOVED TO ACTION

Action Item 12 – Consent Item 12. Approve Contracts Below with HP Public Sector Sales under 250-WSCA-10-ACS District Technology Refresh. (as reference only)

- a. AGS Logistics Delivery & Installation
- b. Projector and Laptop Docking Stations
- c. Monitor Purchase

Action Item 13 – Consent Item 6. Approve District Travel.

Action Item 14 – Consent Item 10. Approve Budget Amendments:

- a. Restore Funds to the Fund Balance
- b. 2010-2011 FADSS Dues
- c. Amend General Budget for Tan Related Expenses
- d. Jamestown Licenses
- e. Vocational Rehabilitation
- f. PKS After School Activity - Saturday School

Action Item 15 – Consent Item 1313. Approve Charter School Financial Reports for

- a. KW Montessori Charter – September 2011
- b. KW Independent Ed.(aka KW Collegiate School) – October 2011
- c. Ocean Studies Charter – September 2011
- d. Treasure Village – September 2011
- e. Big Pine Elementary Academy Year-End Audit June 30, 2011

MOTION PASSED.

ORGANIZATIONAL MEETING DISCUSSION

Dr. Jara explained the reason behind the requirement of scheduling the organizational meeting for November 22, 2011.

Mr. Dick reminded the Board and the Public that the Board will meet on November 22, 2011 and that the only items on the agenda will relate to the Organizational Meeting. The meeting will be televised.

BOARD DISCUSSION ITEMS

1. Discussion on Selection a Small School District Council Consortium Representative – Andy Griffiths would like to serve as representative.
2. Discussion on Selection of School Board Representative and Alternate for the Value Adjustment Board. John Dick would like to serve as representative and Robin Smith-Martin would like to serve as the alternate
3. Discussion on Selection of Board Representative to District Advisory Council. The Board Members will alternate attendance at these meetings. December – Ron Martin, January – Robin

Smith-Martin, February – Andy Griffiths, March – Duncan Mathewson, April – John Dick, and the rotation will resume will Ron Martin in May, and so on.

4. Discussion of Organizational Meeting

CHAIRMAN OF THE BOARD - Andy Griffiths nominates John Dick Chair and suggested leaving Mr. Dick as chair.

VICE-CHAIRMAN OF THE BOARD - Duncan Mathewson nominated Andy Griffiths as vice chair.

AGENDA FORMAT -

1. Workshop Agenda – No changes.
2. Business Meeting Agenda add a slot for pulled consent agenda items. And, add Goals to the agendas and tie in the goals to the agenda items. The five goals are listed on the top of the agenda. Mr. Smith-Martin would like to articulate the goals a bit more but is pleased with placing the goals on the agenda. Mr. Griffiths would like to see have a strategy session or an offsite meeting to discuss the five goals in more detail. The Board’s consensus is to hold the workshop on goals in February.

SCHOOL BOARD MEETING SCHEDULE – Andy Griffiths suggested having the workshops at the schools and the Superintendent will speak to the Principals tomorrow and ask them. No changes to the days, times, or locations were made.

CITIZEN INPUT: Sloan Bashinsky – Referendum, Layne Goldman – Keys Center and Ed Options, Mike Mongo – Glynn Archer School, Captain Davison – contract issues.

Upon the recommendation of the Superintendent,

Mr. Griffiths moved, Mr. Martin seconded to approve Consent Agenda Items

1. Approve Requests for Leave.
2. Approve Volunteers.
3. Approve the Recommendations for Instructional Personnel Employed & Terminated for the 2011-2012 School Year.
4. Approve the Recommendations for Support Services Personnel Employed & Terminated for the 2011-2012 School Year.
5. Approve Employee Discipline for Adelhia Demolee. ** The recommendation on this item was changed to suspension – not termination. Mr. Smith-Martin motioned, Mr. Martin seconded to approve suspension. Motion passed.
7. Approve Student Disciplinary Action
 - a. 11-12-1S
 - b. 11-12-2S
8. Approve Invoices for Legal Services
 - a. Johnson, Anselmo, Murdoch, et al 38458, 38459, 39568, 39569
 - c. John R. Collins
 - d. Weatherly Law Firm 11.15.11
 - e. Allen, Norton and Blue
9. Out of County Field Trip for Coral Shores Students to Attend Close Up in Washington, DC.

11. Approve Minutes for Big Pine Academy Board and Key West Montessori Charter School.

Motion passed without objection

(Copy in SMB 50, page 115)

RECOGNITION:

1. GEMS: Theresa Axford recognized Key West High School students and staff.
2. Josh Clearman – Innovator of the Year
3. Take Stock In Children Proclamation

STAFF REPORTS

Curriculum:

A. Update on Head Start Program – Angela Whidden provided the Board with additional information concerning the staffing requirements mandated by the State. Mr. Dick asked if the teachers were paid more than the Site Coordinators, and asked what the Coordinators do. Mr. Dick would love to see the money go towards Certified Teachers. A discussion ensued pertaining to the twelve month funding versus the ten month program and the possibility of an audit finding. Ms. Whidden explained the Policy Council voted against it. Mr. Dick wants to be sure the demographics of the student make up closely follows that of the schools. Mr. Collins suggested that Ms. Whidden provide Mr. Dick with the performance standards as guided by the Feds.

B. Performance Matters Update, Christina McPherson presented a power point to include the following subjects: Algebra, Biology, Geometry, Mathematics, Reading, and Science. Once a final vote by the State Board is done on the Cut Scores for the FCAT 2.0 it will be brought to the Board at the next Board Meeting after the state’s formal vote. It does seem as though it will pass. Mrs. McPherson presented a power point. The Board was pleased with the program. Mrs. McPherson modeled the program using actual student data.

Finance:

A. Dr. Jara is hopeful that the referendum passes but did advise that even if it did pass there is still a budget shortfall expected. It is a moving target and looking for a good year so that the budget will be flat. But, there is a potential in additional budget reductions. Belt tightening will still need to occur for at least one more year. Class size amendments are at about half a million, some budget amendments are at about \$630,000 out of the fund balance and a total revenue which was not changed is at about 73 million. Dr. Jara has clear concerns this current year with an increased enrollment in charter schools, and probably a budget amendment to increase out of the fund balance to pay the charter school which is mandated. The Superintendent will also come with a budget amendment to cut and make further reductions in operations and not in the classrooms or the employees. We cannot go into the fund balance any further because it will bring us down further. Reductions must occur this school year. Dr. Jara is committed to make further reductions this year. The enrollment increase is roughly 100 students and Dr. Jara suggested capping enrollment by policy. Mr. Dick does not understand how these cuts could not affect personnel or the classroom. Mr. Smith-Martin suggested having discussions on what would

happen if the referendum does not pass. Mr. Griffiths suggested brokering a deal between the pay out and the cap in enrollment. Mr. Griffiths asked for a status of the Federal Card count.

Internal Auditor:

A. Audit Report was presented by the Chair, Stuart Kessler. He provided a recap of the November 10, 2011 AFC meeting. Board members were invited to attend AFC meetings. Mr. Smith-Martin voiced concern on it becoming overly political by having the same Board member attend routinely. Mr. Gentile mentioned the item regarding financial projections was a recommendation from the Committee. The committee wants to see numbers in front of them that makes sense. Dr. Jara agreed. Mr. Gentile remarked the committee's agreement to abide by the spirit of the law and the letter of the law concerning Sunshine Laws. He reminded all committees/board that we hold it in check concerning the perception of sunshine law violations. Mr. Gentile also remarked the forthcoming information on term fulfillment and it will be on the December 5th meeting and to the Board on December 15th and asked the School Board be mindful of the timeframe for appointment/reappointment concerns. He provided an update on internal audit work. Mr. Gentile provided a summary of hotline reports, internal audit general updates on HOB, and internal audit department tasks, and potential audits. Mr. Smith-Martin suggested looking closely at pricing schedule to make sure we keep current. Having a receivables process was suggested by Mr. Smith-Martin.

Legal Services:

A. NONE

5. Superintendent/Board:

A. Florida Department of Education Waiver for October 19, 2011. This will not affect the district this year. But, Superintendent Jara suggested the possibility of looking at a 4 day work week. He is not making that recommendation.

B. Salary Bands – Dr. Jara passed out a draft which was not linked to the agenda. Dr. Jara pointed out that the secondary administrators were moved up without an increase. This is simply a workshop item for a future meeting. Mr. Smith-Martin asked what the total compensation would be.

ACTION ITEMS

Upon the recommendation of the Superintendent,

Mr. Martin moved, Mr. Smith-Martin seconded to approve

4. Approve Resolution 775 Concerning the Landscaping at HOB.

Motion passed without objection
(Copy in SMB 50, page 116)

Upon the recommendation of the Superintendent,

Mr. Smith-Martin moved, Mr. Martin seconded to approve

5. Approve 163 Agreement with the City of Key West for HOB. Mr. Smith-Martin recapped his understanding of this Agreement. Mr. Collins agreed his understanding is correct and it is mandated by statute. It is boiler plate information. It is the minimum language to be in compliance with the law.

Motion passed without objection
(Copy in SMB 50, page 117)

Upon the recommendation of the Superintendent,

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

6. Approve 164 Agreement with the City of Key West, Exhibit A. Mr. Dick wants to bring forward something on Glynn Archer with the City of Key West. He is in favor of it becoming the City Hall. The discussion will occur in the upper keys meeting and then a vote in the Key West area.

Motion passed without objection
(Copy in SMB 50, page 118)

Upon the recommendation of the Superintendent,

Mr. Smith-Martin moved, Dr. Mathewson seconded to approve

7. Approve Contract Renewal and Budget Amendment with Vernis & Bowling of the Florida Keys. Mr. Smith-Martin asked for a history of the last five years of legal costs actual v. budgeted. The Budget Amendment was reduced from \$100,000 to \$50,000.

Motion passed without objection
(Copy in SMB 50, page 119)

Upon the recommendation of the Superintendent,

Mr. Smith-Martin moved, Mr. Martin seconded to approve

8. Approve Amendment to the Treasure Village Montessori Charter.

Motion passed without objection
(Copy in SMB 50, page 120)

Upon the recommendation of the Superintendent,

Mr. Griffiths moved, Mr. Martin seconded to approve

9. Approve Contract with EdOptions, Internal Audit Summary Dr. Jara plans to have further discussions on the schools are using this program. Dr. Jara remarked on the alternate vendor and suggested preparing a bid for this type of online credit retrieval. Dr. Jara agrees there are some costs which will not come from the fund balance to pay for some of the costs to cover this contract and as Sup will direct legal and HR and investigate the process and procedures that were not followed in

this contract. He cannot tolerate this and will not have it continue. Ms. Eisenman spoke concerning the actual amount projected due is an additional \$32,000. Dr. Jara would like to see how address the issue of credit retrieval program. Dr. Jara would like to bring back to the Board a plan for the seniors and commits to bring back for the following year an in depth plan for credit retrieval.

Motion passed without objection
Copy in SMB 50, page 121

Upon the recommendation of the Superintendent,
Mr. Smith-Martin moved, Mr. Martin seconded to approve

10. Approve Headstart Report.

Motion passed without objection
Copy in SMB 50, page 122

Upon the recommendation of the Superintendent,
Mr. Martin moved, Mr. Griffiths seconded to approve

11. Adopt Resolution 776 Approving Spanish Translation of the Half-Mil Switch. 11.15.11

Motion passed without objection
(Copy in SMB 50, page 123)

Upon the recommendation of the Superintendent,
Mr. Griffiths moved, Mr. Martin seconded to approve

Action Item 12 – Consent Item 12. Approve Contracts Below with HP Public Sector Sales under 250-WSCA-10-ACS District Technology Refresh. (linked as reference only)

- a. AGS Logistics Delivery & Installation
- b. Projector and Laptop Docking Stations
- c. Monitor Purchase

Nick Osterhoudt addressed the Board on what the three contracts entail.

Motion passed without objection
(Copy in SMB 50, page 124)

Upon the recommendation of the Superintendent,
Mr. Martin moved, Mr. Griffiths seconded to approve

Action Item 13 – Consent Item 6. Approve District Travel.

Motion passed without objection

(Copy in SMB 50, page 125)

Upon the recommendation of the Superintendent,

Mr. Smith-Martin moved, Mr. Martin seconded to approve

Action Item 14 – Consent Item 10. Approve Budget Amendments:

- a. Restore Funds to the Fund Balance
- b. 2010-2011 FADSS Dues
- c. Amend General Budget for Tan Related Expenses
- d. Jamestown Licenses
- e. Vocational Rehabilitation
- f. PKS After School Activity - Saturday School

Motion passed without objection

(Copy in SMB 50, page 126)

Upon the recommendation of the Superintendent,

Mr. Smith-Martin moved, Mr. Martin seconded to approve

Action Item 15 – Consent Item 13. Approve Charter School Financial Reports for

- a. KW Montessori Charter – September 2011
- b. KW Independent Ed.(aka KW Collegiate School) – October 2011
- c. Ocean Studies Charter – September 2011
- d. Treasure Village – September 2011
- e. Big Pine Elementary Academy Year-End Audit June 30, 2011

Mr. Smith-Martin suggests that all charter school financial reporting be in a standardized format.

Motion passed without objection

(Copy in SMB 50, page 127)

John R. Dick, Chairman

Dr. Jesus F. Jara, Superintendent