



School Board Agendas

Broadcast live on channel 78

October 23, 2012 at 5:00 pm

Regular Business 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:	Andy Griffiths; Robin Smith-Martin; Ron Martin; Mark T. Porter, Superintendent and School Board Attorney Dirk Smits
Absent:	Duncan Mathewson

REGULAR MEETING – 5:00 P.M.

CALL TO ORDER, AND PLEDGE OF ALLEGIANCE lead by Mr. Gary Saylor

ADOPT AGENDA AND FORMAT

Upon the recommendation of the Superintendent,

Ron Martin moved, Robin Smith--Martin seconded to approve

Moved to Action Item 1:

- a. Greater Florida Consortium of School Boards Action
- b. 9. Approve Charter School Financials and Budgets

DELETED:

Consent Items

- ~~2. Approve the Recommendations for Administrators Employed & Terminated for the 2012-2013 School Year.~~
- ~~21. Approve Student Discipline Case Number 2012-2~~
- ~~22. Approve Student Discipline Case Number 2012-3~~

RECOGNITION

- Dr. Duncan Mathewson was honored for eight years of service to the District.
- Coral Shores High School and Key Largo School were recognized for Great Educational Moments "GEMS"

APPROVAL OF MEETING MINUTES

Upon the recommendation of the Superintendent,
Ron Martin moved, Andy Griffiths seconded to approve

1. Approval of June 28, 2012 Minutes

Motion passed without objection
(Copy in SMB 52, page 74)

CONSENT AGENDA

Upon the recommendation of the Superintendent,
Andy Griffiths moved, Ron Martin seconded to approve

1. Approve Requests for Leave.
3. Approve the Recommendations for Instructional Personnel Employed & Terminated for the 2012-2013 School Year.
4. Approve the Recommendations for Support Services Personnel Employed & Terminated for the 2012-2013 School Year.
5. Approve the List of Volunteers.
6. Approve District Travel.
7. Approve Contract Addendum and Contract Renewal for Vernis & Bowling of the Florida Keys.
8. Approve Legal Services Invoices Allen, Norton & Blue; and Vernis & Bowling.
10. Approve Budget to Actual Through September 2012: Expenses, and Revenues
11. Approve Budget Amendment Report Summary
 - a. Funds 110 and 420 with Detailed Descriptions.
 - b. Funds 110 and 420 with Coding Dimensions
 - c. Funds 110 and 420
12. Approve Removal of Tangible Personal Property from Asset Records.
13. Approve Removal of Tangible Personal Property from Asset Records.
14. Approve Notice of Intent to Dispose of Surplus Property with Original Cost Over \$5,000.00.
15. Approve Grade Book Annual Support Renewal – GlobalScholar.
16. Approve Addendum to Treasure Village Montessori, Inc. Contract for Food Service.
17. Approve Addendum to Big Pine Academy Charter School, Inc. Contract for Food Service.
18. Approve Renewal of Flood Insurance Policies.
19. Approve Lease Agreement with YMCA for Key Largo School for After School Programs.
20. Approve Student Discipline Case Number 2012-1
23. Approve Budget Amendments:
 - a. PS/Rtl Project - Journal Report
 - b. Day Care Budget – Gerald Adams Journal Report
 - c. Settlement – Legal Services Journal Report
 - d. Guidance Function – Coral Shores High School Journal Report
 - e. Day Care Budget – Key Largo School Journal Report
 - f. Academic Tutoring – Key Largo School Journal Report
 - g. After School Program – Sugarloaf Journal Report
 - h. Grant Donation – Key Largo School Journal Report
 - i. Athletic Field Purchase – Marathon High School Journal

STAFF REPORTS

Curriculum:

A. Head Start Update Annual Report was presented by Marla Russell. She highlighted the 2011-2012 school year.

Finance:

A. Audit & Finance Committee Update, Stuart Kessler, Chair of the Audit and Finance Committee updated the Board and recapped the linked AFC minutes of October 2012. Mr. Gentile explained the Investment Report will be more in depth and a draft will be presented at the next meeting. He also remarked that the insurance percentage has been reduced to 8% and future meetings will occur to attempt to reduce the health care costs. Mr. Gentile remarked on the wind storm insurance. Mr. Porter explained the status of a health insurance RFQ.

CITIZEN INPUT

Mark Wilson with the Board of County Commission
Captain Ed Davidson

Legal Services:

A. Dirk Smits called for a closed session for November 20, 2012 on the Rick Z. Smith case.

Operating Services:

A. Horace O'Bryant Middle School "HOB" Construction Update, Michael Kinneer recapped the budget to date provided a progress report on the construction. He remarked the project is on budget and on schedule, but anticipate an overage estimate by end of project. Mr. Kinneer indicated there was a potential item for landscaping. Mr. Smith-Martin asked if Duncan Ford has paid the District. Dirk Smits indicated that they had not yet paid.

Superintendent:

A. Greater Florida Consortium of School Boards Robin Smith-Martin updated the Board on his recent attendance at the Consortium meeting and explained the need for the 2012 Proposals which were moved to action for approval.

B. Superintendent's Report – The Thanksgiving dates are not anticipating being used as make up days. An alternate calendar will be presented at a future meeting.

a. Superintendent's Evaluation Tool – The 10 goal areas will be presented at the November meeting.

b. Realignment of Executive Leadership Team – Mr. Porter reviewed his realignment effort with the Board

i. Changes/Revisions/Additions

ii. Positions/Job Descriptions

1. Administrative Aide to the Superintendent & School Board*

2. Executive Secretary - Leadership Team

3. Director of Teaching and Learning *
4. Director of Accountability and Assessment*
5. Director of Human Resources *
6. Director of Operations and Planning*
7. Director of Finance and Performance*

*Indicates new job description requiring board approval.

- c. Personnel Matter – Mr. Ken Gentile – suspended for five days without pay.

PUBLIC HEARING

1. Job Descriptions (First Reading) – Superintendent Porter that there will not be any additional personnel hired or any changes to the salaries. No one from the public addressed the Board on these job descriptions. Mr. Griffiths mentioned that there was only one position that would take over should the Superintendent becomes ill. Mr. Porter thought the role and responsibility to select his predecessor should he become ill. Following that logic, then the language should be removed from the Director of Operations. Mr. Smith-Martin suggested that one role be outlined in advance. Mr. Dick is fine with leaving it up to the Board. Mr. Smits suggested naming a designee. Mr. Griffiths suggested the implied second in command should be the academic leader. The shift of duties should begin December 1, 2012.

- A. Administrative Aide to Superintendent and School Board
- B. Director of Teaching and Learning
- C. Director of Accountability and Assessment
- D. Director of Operations and Planning
- E. Director of Finance and Performance
- F. Director of Human Resources

ACTION ITEMS

Upon the recommendation of the Superintendent,

Andy Griffiths moved, Ron Martin seconded to approve

1. Pulled Items
 - a. Approve the Greater Florida Consortium of School Boards Legislative Platform. The board is against the Physical Education Issue and will not include that in their submission.

Motion carried.

Copy in SMB 52, page 75

Upon the recommendation of the Superintendent,

Andy Griffiths moved, Ron Martin seconded to approve

- b. Consent Item # 9. Approve Charter School Financials and Budgets. Mr. Smith- Martin reiterated that he would like to still see the uniform reporting format of the monthly financials. And, he would like to include the minutes.
 - a. Key West Montessori Balance Sheet and Profit & Loss

- b. Key West Collegiate Balance Sheet and Profit & Loss
- c. Sigsbee Charter Balance Sheet and Profit & Loss
- d. Ocean Studies Charter Balance Sheet and Profit & Loss
- e. Big Pine Academy Balance Sheet and Profit & Loss and Budget
- f. Treasure Village Montessori Balance Sheet and Profit & Loss

Motion passed without objection
(Copy in SMB 52, page 76)

Upon the recommendation of the Superintendent,

Robin Smith-Martin moved, Andy Griffiths seconded to approve

- 2. Approve Out of Country Field Trip to Mexico for Coral Shores Students. (Theresa Axford)

Motion passed without objection
(Copy in SMB 52, page 77)

Upon the recommendation of the Superintendent,

Robin Smith-Martin moved, Ron Martin seconded to approve

- 3. Approve Out of Country Field Trip to Costa Rica for Marathon High School Students. (Theresa Axford)

Motion passed without objection
(Copy in SMB 52, page 78)

Upon the recommendation of the Superintendent,

Ron-Martin moved, Robin Smith-Martin seconded to approve

- 4. Adopt Head Start Program Annual Report. (Theresa Axford)

Motion passed without objection
(Copy in SMB 52, page 79)

Upon the recommendation of the Superintendent,

Robin Smith-Martin moved, Andy Griffiths seconded to approve

- 5. Approve Storm Water Easement with the City of Key West on Horace O'Bryant Property. (Michael Kinneer)

Motion passed without objection
(Copy in SMB 52, page 80)

Upon the recommendation of the Superintendent,

Robin Smith-Martin moved, Andy Griffiths seconded to approve

6. Award RFQ/ITB 513 to BW Sprague, Inc. for Construction Management Services for Horace O'Bryant Middle School Project Phase II. (Michael Kinner).

Motion passed without objection

(Copy in SMB 52, page 81)

Upon the recommendation of the Superintendent,

Robin Smith-Martin moved, Ron Martin seconded to approve

7. Approve Half Cent Sales Tax Plan; Budget Amendment. (Ken Gentile)

Motion passed without objection

(Copy in SMB 52, page 82)

Upon the recommendation of the Superintendent,

Andy Griffiths moved, Robin Smith-Martin seconded to approve

8. Approve Renegotiated Lease with HP. (Michael Kinner) 10.17.2012

Motion passed without objection

(Copy in SMB 52, page 83)

Upon the recommendation of the Superintendent,

Ron Martin moved, Andy Griffiths seconded to approve

9. Approve Contract with Onward HealthCare and Associated Budget Amendment & Journal Report. (Lesley Salinero/Theresa Axford) 10.19.12

Motion passed without objection

(Copy in SMB 52, page 84)

Upon the recommendation of the Superintendent,

Robin Smith-Martin moved, Andy Griffiths seconded to approve

10. Approve Purchase Orders for Voyager Expanded Learning, Inc. (Theresa Axford) 10.22.12

Motion passed without objection

(Copy in SMB 52, page 85)

11. Approve Individual Support of the Board of County Commission's one cent sales tax initiative.

Mr. Griffiths Yes

Mr. Martin Yes

Mr. Smith-Martin Yes

Mr. Dick Yes

Motion passed without objection

ADJOURNMENT

John R. Dick

John R. Dick, Chairman

Mark T. Porter

Mark T. Porter, Superintendent