



Broadcast live on channel 78

September 27, 2011 at 5:00 pm

Regular Meeting

Coral Shores High School Media Center

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

GUEST: Stuart Kessler, Chairman of the Audit and Finance Committee

CLOSED EXECUTIVE SESSION FOR RISK MANAGEMENT – TIME CERTAIN 4:30

The Chair opened the meeting at 4:30 and the Board met in closed session regarding risk management. The following attended along with the Board, Michael Kinneer, John R. Collins, and Wanda Menendez.

REGULAR MEETING – 5:00 P.M.

CALL TO ORDER, INVOCATION, AND PLEDGE OF ALLEGIANCE.

ADOPT AGENDA

Upon the Recommendation of the Superintendent,

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

MOVED TO ACTION

20. Approve Contract with Kaderabek Company. Moved to ACTION 092611
30. Approve Disciplinary Action Recommendation. (09.22.11) Moved to ACTION 092611
9. Approve District Travel.
13. Approve Contract Renewal for Allen, Norton and Blue.
14. Approve Invoices for Legal Services
 - a. Johnson, Anselmo, Murdoch, et al
 - b. Vernis & Bowling

- c. John R. Collins
- 16. Approve Contract with North East Florida Educational Consortium.
- 17. Approve Contract Addendum with International Baccalaureate.
- 19. Approve Joint Use Fueling Facilities Agreement with the Monroe County Board of County Commissioners.
- 26. Approve 5 Year Capital Plan.
- 27. Approve Charter School Reports for Key West Montessori Cost Report for FYE 2011, Sigsbee Charter Financial Report for July 2011, Big Pine Academy Cost Report FYE 2011, Big Pine Academy Financial Report July FYE 2011.
- 29. Approve Budget Amendments:
 - a. AVID Tutors – HOB
 - b. Approve Additional Allocation to Help Meet Class Size Requirements.
 - Kindergarten – Glynn Archer
 - Grade 1-2 Combo – Glynn Archer
 - Algebra 1 Honors – Plantation Key School
 - 2nd Grade – Gerald Adams
 - Science .50 – Marathon High School

DELETED

- 14. Approve Invoices for Legal Services
D. Weatherly Law Firm

ADDED

Under discussion -Custodial Services, and Facilities Use added by Dr. Mathewson, Action Item 9 added by Mr. Smith-Martin.

Upon the Recommendation of the Superintendent,

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

June 14, 2011; June 28, 2011; July 21, 2011; July 28, 2011; August 09, 2011; August 28, 2011; September 06, 2011.

Motion passed without objection.

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RECOGNITION

- 1. Presidential Volunteer Awards for Coral Shores High School.
- 2. Gabe Roberts, CSHS National Merit Scholar Finalist.

Upon the Recommendation of the Superintendent,

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

CONSENT AGENDA

- 1. Approve Requests for Leave.
- 2. Approve Volunteers.
- 3. Approve Annual List of Out of Field Teachers.
- 4. Approve Annual List of Out of Field Teachers, ESOL.

5. Approve the Recommendations for Administrators Employed & Terminated for the 2011-2012 School Year.
6. Approve the Recommendations for Instructional Personnel Employed & Terminated for the 2011-2012 School Year.
7. Approve the Recommendations for Support Services Personnel Employed & Terminated for the 2011-2012 School Year.
8. Approve Termination of Employment.
10. Approve Renewal of Flood Insurance Plan.
11. Approve Contract For John R. Collins for Legal Services.
12. Approve Contract Renewal for The Weatherly Law Firm.
15. Approve Contract with Modular Space Corporation.
18. Approve Memorandum of Understanding with the Monroe County Sheriff's Office.
21. Approve Contract Addendum with US Water.
22. Approve Contract with EE&G.
23. Approve Contract with EE&G.
24. Approve Contract with Sunbelt Staffing Services.
25. Approve Credit Card Report as of July 15, 2011.
28. Approve 21 Century Grant Application.

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STAFF REPORTS

Curriculum:

A. GEMS: Coral Shores High School, Plantation Key School, and Key Largo School, Theresa Axford

Finance:

A. HOB Construction Update, Michael Kinneer ^(UD 09.21.11) Mr. Kinneer presented to the Board a status update on the budget for the HOB Project including pending changes on this project. He reviewed the pending matters on the list from last month and all of those subjects are contracts that are on the agenda tonight for approval. Those have been moved to the pending change column and moved in the budget accordingly. The cost is less than then estimated cost on the environmental issues. Mr. Martin suggested looking at other schools to see if there is any suitable furniture that can be used at HOB. Dr. Jara stated there are conversations concerning working on Sundays. Mr. Dick explained he believed the City would be okay with the occasional Sunday work as he understood it at that meeting. Mr. Griffiths remarked there are rumors in the community that the construction won't be done on time. He believed these rumors surfaced as part of the election rhetoric. It was suggested by the Superintendent to invite the Board and the press to a tour of the site at the next Key West Meeting.

Internal Auditor:

1. Mr. Gentile updated the Board on the last AFC meeting in which the following were presented: Waste Fraud and Abuse Hotline Update on the referrals for about an 8 week period, AFC Charter Policy Update. He asked the Board to consider that the report given has a certain level of information that was reviewed at a high level where some identifying information is that too much? He believes it is sufficient. He would like feedback on the level of reporting on the report. Mr. Dick and Mr. Smith-Martin are fine with it as is.

2. Mr. Kessler, Chairman of the AFC thanked Ms. Smith for her assistance at the last meeting. He recapped the meeting and the discussions and recommendations generated by Mrs. Allen's presentation on Human Resources. He spoke on the manuals and procedures which were recommended as a result of this meeting. He presented a brief power point concerning unique expenses to Monroe County.

CITIZEN INPUT - The following addressed the Board: Michael Jenkins, Stephanie Pacheco, Carol Welsh, Tana Hodes, Elsa Perez, Rebecca Galvan, Gianna Ancheta, Chelsea Ruiz, Holly Hummel-Gorman, and Capt. Davison.

STAFF REPORTS continued

Legal Services: NONE

Operating Services: NONE

Superintendent and Board:

A. Discussion on the ½ Mil, Mr. Dick 09272011 Mr. Dick recapped his presentation for the Board.

B. Discussion on Processing of the Board's Budget Amendments – Mr. Gentile asked for the authority to make ministerial change on budget amendment to make it happen on Legal and Board budget amendments. The Board agreed.

C. Custodial & D. Facilities Update – Dr. Mathewson asked for status update on the problems from Jeff Barrow. He provided a status update on the A/C situation in the upper keys and explained if it cannot be corrected a contractor will be called in. He also explained the hurdles in getting the parts. The technology does save the district 200 to 300,000. Dr. Jara appreciated the work the custodians are doing in this building and in other buildings as well, and supervisors have been positive and supportive. Mrs. Strickland stated her teachers are happy and the custodial staff is very eager to please. Dr. Jara spoke about the grounds contract and he stated the issues were addressed.

E. Montessori Charter Lease Credit – Mr. Smith-Martin tasked the team to have an equitable level playing field with our facilities and the associated costs and hopes the school can be reimbursed for their renovations but would like to see it come out of capital.

PUBLIC HEARING

1. Proposed Policies – No one from the public addressed the Board.

- a. Procurement Policy – 1st Reading – Mr. Smith-Martin asked about emergency provisions. He would like to see a little more language in defining an extreme emergency for a purchase without requisition. Maybe at minimum the Superintendent could be notified. With regards to competitive solicitation, he asked that they would give an additional incentive to purchase from local vendors. He would like to see a 10% local preference allowance. Mr. Kinneer explained the associated costs to the District in doing so. Mr. Dick does not believe we could go in that direction at this time. Mr. Smith-Martin questioned the section on the exemptions to the bid process.

2. Job Descriptions – No one from the public addressed the Board.

- a. Administrative Aide to the Board & School Food Service Driver Mr. Griffiths noted the increase of tasks assigned to the Administrative Aide to the Board.

ACTION ITEMS

Upon the Recommendation of the Superintendent to suspend Mr. Zepeda without pay,

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

12. Approve Disciplinary Action Recommendation. (09.22.11)

Mr. Martin expressed his sentiments on this issue, and the vote is only to suspending him. Dr. Mathewson also expressed his sentiments on this and hopes to look at the situation a little further and that Mr. Z is given the benefit of the doubt. Mr. Griffiths reiterated we are a country of laws and that we do not know the facts of the case. But, in the interim we are penalizing this individual by not paying him. He supports the suspension but in the interim would have a hard time not paying him. Mr. Smith-Martin feels the love for him in the room, unfortunately the information he read was in the media and understand the situation is certainly sensitive. Mr. Smith-Martin asked what the status of his pay would be if he is found innocent. Mr. Dick did reiterate there is due process.

ROLL CALL

MR. GRIFFITHS NO
MR. MARTIN NO
DR. MATHEWSON NO
MR. SMITH-MARTIN NO
MR. DICK YES
MOTION FAILED.

Second recommendation

Upon the Recommendation of the Superintendent to reinstate Mr. Zepeda to the classroom,
Dr. Mathewson motioned, Mr. Martin seconded for discussion.

ROLL CALL

MR. GRIFFITHS NO
MR. MARTIN NO
DR. MATHEWSON YES
MR. SMITH-MARTIN NO
MR. DICK NO
MOTION FAILED.

Mr. Collins provided the Board with a history of how it suspensions without pay became the Board's practice.

Dr. Jara asked for the Board's recommendation. Andy Griffiths asked about if the teacher could do some work off campus? Transferring him to another school is not an option. Dr. Jara is clear that we would be creating work for folks if this is the path the Board wishes to take. As a District we have tried to stop this type of practice.

Third recommendation

Upon the Recommendation of the Superintendent to suspend Mr. Zepeda with pay pending the final outcome of the internal investigation,
Mr. Griffiths motioned, Mr. Martin seconded for discussion.

ROLL CALL

MR. GRIFFITHS YES

MR. MARTIN YES
DR. MATHEWSON YES
MR. SMITH-MARTIN NO
MR. DICK NO

Motion passed.

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The Superintendent will bring this item back to the Board for the next meeting, October 11, 2011 for follow-up on Mr. Zepeda's status.

Upon the Recommendation of the Superintendent,

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

1. Approve Amended Job Descriptions for the Administrative Aide to the Board, and School Food Service Driver.

Motion passed without objection

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Upon the Recommendation of the Superintendent,

Mr. Griffiths motioned, Mr. Martin seconded to approve as modified:

3. Adoption of the Greater Florida Consortium of School Boards Program.

The consensus was to remove the out of state tuition change. And keep the 7th grade civic's issue in it (eliminate that sentence). The Chair questioned the formula for direct classroom. It does not set a number.

Motion passed without objection as modified.

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Upon the Recommendation of the Superintendent,

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

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

Motion passed without objection

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Upon the Recommendation of the Superintendent,

Dr. Mathewson motioned, Mr. Griffiths seconded to approve the

4. Approve Piggyback Contract with Virco.

Motion passed without objection

Copy in SMB 50, page 64

Upon the Recommendation of the Superintendent,

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

5. Approve Piggyback Contract with Palmer Hamilton.

Motion passed without objection

Copy in SMB 50, page 65

Upon the Recommendation of the Superintendent,

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

6. Approve Contract with Integrated Fire & Security Solutions (IFSS). rationale amended

Motion passed without objection

Copy in SMB 50, page 66

Upon the Recommendation of the Superintendent,

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

7. Approve Contract with North Star Technology Services, Inc.

Motion passed without objection

Copy in SMB 50, page 67

Upon the Recommendation of the Superintendent,

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

8. Approve Piggyback Contract with Maroone Dodge.

Motion passed without objection

Copy in SMB 50, page 68

Upon the Recommendation of the Superintendent,

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

10. Approve the Unaudited Financial Statement. (09.22.11) (09.26.11)

MR. KINNEER EXPLAINED THIS IS UNAUDITED BECAUSE THE AUDITORS ARE IN THE DISTRICT AT THIS TIME. HE HIGHLIGHTED THE PROPERTY VALUES CHANGES, & THE DECREASE IN THE TOTAL DEBT.

Motion passed without objection

Copy in SMB 50, page 69

Upon the Recommendation of the Superintendent,

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

20. Approve Contract with Kaderabek Company. Moved to ACTION 092611

Motion passed without objection

Copy in SMB 50, page 70

Upon the Recommendation of the Superintendent,

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

9. Approve District Travel. Mr. Martin asked about the Headstart Dept's travel. Dr. Jara provided input on this. Travel is part of compliance. Dr. Jara spoke concerning the headstart employees taking the furlough days.

Motion passed without objection

Copy in SMB 50, page 71

Upon the Recommendation of the Superintendent,

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

13. Approve Contract Renewal for Allen, Norton and Blue. The total of the mistake was about \$219,000 in double digit increases equating to 12 people. Two of those were \$29,000.00. The term is 9/1/11 to 6/30/12. We continue to employ an attorney because we don't want a repeat of what happened last year, costing the District a large amount of money. The impact bargaining session is scheduled for October 5ht. He is also working with staff on the grievances.

Motion passed without objection

Copy in SMB 50, page 72

Upon the Recommendation of the Superintendent,

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

14. Approve Invoices for Legal Services
 - a. Johnson, Anselmo, Murdoch, et al
 - b. Vernis & Bowling
 - c. John R. Collins

Motion passed without objection

Copy in SMB 50, page 73

Upon the Recommendation of the Superintendent,

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

16. Approve Contract with North East Florida Educational Consortium. It was asked if this item was budgeted. Mrs. Axford said it was budgeted.

Motion passed without objection

Copy in SMB 50, page 74

Upon the Recommendation of the Superintendent,

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

17. Approve Contract Addendum with International Bacculaureate.

Mr. Dick asked should we continue to go forward on this program. Dr. Jara explained the necessary expense for this contract relating to training and he wanted the Board to be aware of where we are. Dr. Jara explained the associated costs that would be ongoing once the grant ran out and the added stresses at the school level to implement this program. Dr. Jara suggests amending the RTT proposal from IB and look we have to offer from the College Board AP, SAT and or ACT. It will be more cost effective for an AP program. He does not have a problem with the schools funding IB themselves. We cannot sustain both AP and IB. So as a vision for the District he states AP and IB are similar at the University and for the price AP would be a better choice fiscally. Mr. Smith-Martin believes the two are apples and oranges and would like to see how this pans out for the next year. The \$30,000 however, is payable this year. The principals across the board want AP and AVID. Dr. Mathewson asked about the timeline now.

Motion passed without objection
Copy in SMB 50, page 75

Upon the Recommendation of the Superintendent,

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

19. Approve Joint Use Fueling Facilities Agreement with the Monroe County Board of County Commissioners.

Mr. Smith-Martin questioned the lack of pricing language. Mr. Dick will speak to a representative at the BOCC to get clarification.

Motion passed without objection
Copy in SMB 50, page 76

Upon the Recommendation of the Superintendent,

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

26. Approve 5 Year Capital Plan. Mr. Smith-Martin asked about the money for the Marathon Manor fill pit. The pit should be filled and it enhances the price of the property for resale. Mr. Dick said he believed it was a good decision to fill the pit. Mr. Smith-Martin asked about the outlay for the technology budget, 2.874 million (half mil). Those figures come from the budget book. Mr. Smith-Martin would like to know what it is allocated to and projected plans for spending it. Dr. Jara spoke to the refresh project to come back to the Board. The contract can be brought back to the Board for a vote. Mr. Osterhoudt is working on a good price for the computers as expeditiously as possible. Mr. Dick would like to see this on the next meeting for discussion and vote with information as soon as available to the Board.

Motion passed without objection
Copy in SMB 50, page 77

Upon the Recommendation of the Superintendent,

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

27. Approve Charter School Reports for Key West Montessori Cost Report for FYE 2011, Sigsbee Charter Financial Report for July 2011, Big Pine Academy Cost Report FYE 2011, Big Pine Academy Financial Report July FYE 2011.

Mr. Smith-Martin would like to see standardized reporting and on the same timeline.

Motion passed without objection
Copy in SMB 50, page 78

Upon the Recommendation of the Superintendent,

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

29. Approve Budget Amendments:
 - a. AVID Tutors – HOB

Motion passed without objection
Copy in SMB 50, page 79

Upon the Recommendation of the Superintendent,

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

- b. Approve Additional Allocation to Help Meet Class Size Requirements.
 - Kindergarten – Glynn Archer
 - Grade 1-2 Combo – Glynn Archer
 - Algebra 1 Honors – Plantation Key School
 - 2nd Grade – Gerald Adams
 - Science .50 – Marathon High School

There are a few schools with issues still pending; HOB, KLS and another Kindergarten teacher at Glynn Archer. Mr. Martin pointed out the algebra 1 Honors is a 6th period supplement. Mr. Kinneer explained this is coming out of the fund balance.

Motion passed without objection
Copy in SMB 50, page 80

Mr. Dick asked about the IPAD purchases for classroom walk throughs. Dr. Jara explained that the software is only married to Apple. The Ipads have been purchased through RTT grant. Only 4 were distributed at this time. They have not been given out but were purchased for classroom walk throughs. We should speed up the process for the refresh Dr. Jara indicated.

ADJOURNMENT

John R. Dick
John R. Dick, Chair

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