



## School Board Agendas

*Broadcast live on channel 78*

**May 22, 2012 at 5:00 pm**

Regular Meeting  
Marathon High School  
350 Sombrero Beach Road  
Marathon

### **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.**

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**PRESIDING:** John R. Dick, Chair

**PRESENT:** John Dick; Andy Griffiths; Duncan Mathewson; Ron Martin; Dr. Jesus Jara, Superintendent and School Board Attorney Dirk Smits

**ABSENT:** Robin Smith-Martin

Audit and Finance Members: Stuart Kessler.

### **CLOSED EXECUTIVE SESSION FOR IMPACT BARGAINING – TIME CERTAIN 4:30 PM**

#### **REGULAR MEETING – 5:00 P.M.**

#### **CALL TO ORDER, and PLEDGE OF ALLEGIANCE.**

#### **ADOPT AGENDA AND FORMAT –**

**Upon the recommendation of the Superintendent,**  
Dr. Mathewson moved, Mr. Martin seconded to approve

#### **Moved to Action Item 1:**

- a. 7. Approve the Recommendations for Instructional Personnel to Return on PSC for 2012-2013.
- b. 9. Approve the Recommendations for Administrators for the 2012-2013 School Year 05.21.2012  
05.22.12
- c. 18. Approve Financial Statements. 05.22.2012

#### **DELETED:**

22. Approve Lease with Florida Keys Community College. ~~05.18.2012~~

Motion Passed without objection

#### **APPROVAL OF MEETING MINUTES**

**Upon the recommendation of the Superintendent,**  
Ron Martin moved, Duncan Mathewson seconded to approve

1. Approval of Minutes February 14, 2012; February 22, 2012; February 27, 2012; February 28, 2012

Motion Passed without objection  
(Copy in SMB 50, page 268)

#### **RECOGNITION**

1. GEMS – Stanley Switlik and Melissa Grady with Centennial Bank
2. Community Partners: Mr. Newman and Mr. Curry

#### **Upon the recommendation of the Superintendent,**

Andy Griffiths moved, Duncan Mathewson seconded to approve

#### **CONSENT AGENDA**

1. Approve Requests for Leave. 05.16.2012 (Copy in SMB 50, page 269)
  - a. Approve Instructional Personnel Returning from Leave. 05.16.2012 (Copy in SMB 50, page 270)
    - 1.
2. Approve Volunteers. 05.16.2012 (Copy in SMB 50, page 271)
3. Approve the Recommendations for Instructional Personnel Employed & Terminated for the 2011-2012 School Year. 05.16.2012 (Copy in SMB 50, page 272)
4. Approve the Recommendations for Support Services Personnel Employed & Terminated for the 2011-2012 School Year. 05.16.2012 (Copy in SMB 50, page 273)
5. Approve the Recommendations for Instructional Personnel Resigning. 05.16.2012 (Copy in SMB 50, page 274)
  6. Approve the Recommendations for Instructional Personnel on Annual Contract 05.16.2012  
05.16.2012 (Copy in SMB 50, page 275)
  8. Approve the Recommendations for Instructional Personnel on Continuing Contract for 2012-2013. 05.16.2012 (Copy in SMB 50, page 276)
10. Approve District Travel. (Copy in SMB 50, page 277)
11. Approve Issuance of Purchase Order to SHI/Microsoft. (Copy in SMB 50, page 27)
12. Approve Issuance of Purchase Order to 451 Solutions. (Copy in SMB 50, page 279)
13. Approve Disposal of Surplus Property. (Copy in SMB 50, page 280)
14. Approve District Agreement with the Department of Agriculture, Food, Nutrition, and Wellness to Participate in the National School Lunch, Breakfast, Snack & Summer Programs. (Copy in SMB 50, page 281)

15. Approve Bid No. 506 HVAC Contractor Services & Contract with Net Temp Corp & Master Mechanical Services. (Copy in SMB 50, page 282)
16. Approve Creation of a "Pre-Qualified" Vendor List for Yearbook Publishing Services. (Copy in SMB 50, page 283)
17. Approve the County of Monroe Unleaded Gasoline & Diesel Fuel Supplier Agreement. (Copy in SMB 50, page 284)
19. Approve Purchasing Card Expense Report for March 2012. (Copy in SMB 50, page 285)
20. Approve Return of Advance Funds. (Copy in SMB 50, page 286)
21. Approve Investment Report of March 2012. (Copy in SMB 50, page 287)
23. Approve Adult Education & Family Literacy General Education Grant . (Copy in SMB 50, page 288)
24. Approve Adult Education & Family Literacy English Literacy/Civics Education Grant. . (Copy in SMB 50, page 289)
25. Approve Annual Renewal of the AS/400 Consortium Agreement. . (Copy in SMB 50, page 290)
26. Approve Charter School Financials for . (Copy in SMB 50, page 291)
  - a. Montessori Charter School
  - b. Treasure Village Montessori Charter School Balance Sheet, and Profit & Loss
  - c. KW Independent Ed. Charter School
  - d. Big Pine Key Academy
27. Approve Budget Amendments for: . (Copy in SMB 50, page 292)
  - a. ~~Coral Shores High School DE Marine Biology~~ 05.18.2012
  - b. Sugarloaf School – Substitutes
  - c. Legal Services – Litigation Settlement 05.16.2012
  - d. Custodial Expenses
28. Approve the Recommendations for Instructional Personnel to Requesting a Leave of Absence. 05.16.2012 . (Copy in SMB 50, page 293)
29. Approve the Recommendations for Instructional Personnel Retiring. 05.16.2012 . (Copy in SMB 50, page 294)

## F. STAFF REPORTS

### Curriculum:

- A. Principal Evaluation Tool, Theresa Axford recapped the powerpoint presentation she presented outlining the tool and its implementation for 2012-2013. The state will provide training on June 22, 2012 to provide principal training. Mrs. Axford will send the Board the Rubrics.
- B. FCAT Writes, Christina McPherson Provided a snap shot on FCAT results.
- C. FCAT Writing Comparisons
- D. FCAT Reading Comparisons 05.22.12
- E. Discussion on Physical Education situation at Sugarloaf Elementary (ADDED BY DR. MATEHWSON) Dr. Jara spoke concerning the principal's decision on allocation. The Principals will meet on June 14<sup>th</sup> to present their allocations. Dr. Jara will address the senior teachers keep a full allocation. Mr. Griffiths asked if the District is in compliance with the PE statute.

### Finance:

- A. Audit & Finance Committee Update, Stuart Kessler presented the Board with the recommendations from the last meeting. He outlined the rewrite of the charter due to the lack of the internal auditor. The other issue was the fact that the Hotline is still operational and with Mr. Gentile would now be in conflict as an administrator. He spoke concerning the termination of the Zumbrunnen contract and the AFC concern over the nature of the relationship. He offered his services as a volunteer to assist. Dr. Jara spoke concerning the vote of the AFC to focus on the next year budget in response to Mr. Kessler's email that he alleges no response was given. Mr. Gentile stated Dr. Jara is correct that the AFC would move forward to the next year budget rather than the current year budget as Mr. Kessler stated. Mr. Kessler added that the document received did not contain the P/L for Adult Education. The 400 page document is missing the revenue. Mr. Gentile will meet with Mr. Arnott but there is not a report on P/L for adult education although there is data. Dr. Jara has committed to have Mr. Arnott present at the AFC. Mr. Martin suggested shutting it down until there is staff that can handle it correctly. Mr. Dick does not want to see the Hotline go to the AFC but rather an employee. Mr. Gentile will provide a report at the next meeting and provide a recommendation from the Superintendent.
- B. Ken Gentile spoke concerning the last meeting and the concern over the level of support coming to the committee from the administration and he reassured them that the committee would receive support. Ken Gentile stated that his wife was volunteering and made it clear that she will no longer volunteer and in no way is a conflict of interest. He also spoke about focus and redirecting it to long term planning.

### Legal Services:

- A. NONE

### Operating Services:

- A. HOB Construction Update, Michael Kinneer/Bill Sprague 05.22.2012 Budget, Soil contamination, asbestos and parking lot were items outside of the budget scope. He stated they will make target schedule. They are working as much as they can get away with. Currently, they are pouring concrete. With Coastal not experiencing any recent problems. Ken Gentile will post a spreadsheet of the budget and briefed the Board on the current budget.

**Superintendent and Board:**

A. Audit & Finance Committee Appointee for District 3 Dr. Mathewson is still looking for someone focused on the actual educational aspect and open to taking suggestions. Mr. Griffiths suggested comparable language regarding failure to appoint an representative. Mr. Griffiths believes the Board should push to fill the position. Mr. Dick suggested providing names to Dr. Mathewson. It is not required to live in District 3 although it is preferable. Mr. Gentile explained how it came to be that Ms. Hartman is not the member currently.

B. Update on Superintendent Search, Mike Puto updated the Board on the Search Committee. The Board decided to hold a meeting in Marathon on May 31, 2012 at 5:00 pm to receive the Search Committee potential candidates list. The Consensus of the Board is to form a group to craft a contract for the Superintendent. The committee shall be Shawn Smith, Danny Kolhage and Robin Smith Martin. Dirk Smits will work with the committee for the final language.

**CITIZEN INPUT** *The following addressed the Board:*

Lynn Barras, Jaynie Royal, Karen Doyle, Frank Greenman, Cynthia Ypsilanti, Chris Harris, Sandi Bisciglia, Charity King, Pete Tirado, Dr. Larry Murray, Tina Belotti, Tania Keller, Mary Sibley, Capt. Ed Davison, Robin Lynne, Steve Hawes, Kelly Nuznoff, C.M. Bishop.

**PUBLIC HEARING:** The meeting was recessed and the public hearing was opened. **These were tabled until June, 2012.**

1. Job Description Food Services Supervisor
2. Job Description Chief of Staff Amended
3. Job Description Chief Operations Officer Amended
4. Job Description Executive Director of Academics 05.22.12

Captain Ed Davison spoke concerning the Chief of Staff position and concern with the future of the audit committee. Dr. Jara remarked regarding the two job descriptions for Chief of Staff and Chief Operations Officer has been presented at previous Board meetings for review. Mr. Griffiths suggested all positions should be consistent. The direction of the Board is to change the Executive Director of Academics to Chief Academic Officer. Dr. Jara reiterated that there is no increase in salary for any of the positions.

**H. ACTION ITEMS**

1. Pulled Consent Items.

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

- a. 7. Approve the Recommendations for Instructional Personnel to Return on PSC for 2012-2013.

Motion passed without objection.  
(Copy in SMB 50, page 294)

Upon the Recommendation of the Superintendent,  
Mr. Martin moved, and Dr. Mathewson seconded to approve

b. 9. Approve the Recommendations for Administrators for the 2012-2013 School Year 05.21.2012  
05.2212

The title change is for Chief Academic Officer.

Motion passed without objection.  
(Copy in SMB 50, page 295)

Upon the Recommendation of the Superintendent,  
Mr. Griffiths moved, and Dr. Mathewson seconded to approve

c. 18. Approve Financial Statements. 05.22.2012

Motion passed without objection.  
(Copy in SMB 50, page 296)

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

2. Approve Risk Management Settlement.

Motion passed without objection.  
(Copy in SMB 50, page 297)

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

3. Approve Litigation Settlement.

Motion passed without objection.  
(Copy in SMB 50, page 298)

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

4. Approve Draft 2012-2013 School Board Calendar. 05-16.2012

Motion passed without objection.  
(Copy in SMB 50, page 299)

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

5. Approve Change Order in the Amount of \$300,000 for the Disposal of Contaminated Soil from the HOB Construction Site

Motion passed without objection.  
(Copy in SMB 50, page 300)

Upon the Recommendation of the Superintendent,  
Mr. Martin moved, and Mr. Griffiths seconded to approve  
6. Approve Out of Country Field Trip for Key West High School.  
Motion passed without objection.  
(Copy in SMB 50, page 301)

~~7. Approve Employee Discipline.~~ 05.18.2012

Upon the Recommendation of the Superintendent,  
Mr. Martin moved, and Mr. Griffiths seconded to approve  
8. Approve Termination of Contract with zumBrennan. 05.17.2012  
Motion passed without objection.  
(Copy in SMB 50, page 302)

Upon the Recommendation of the Superintendent,  
Mr. Martin moved, and Mr. Griffiths seconded to approve  
9. Approve Organizational Chart for 2012-2013. 05.21.2012  
Amended to change of the Chief Academics Officer  
Motion passed without objection.  
(Copy in SMB 50, page 303)

Upon the Recommendation of the Superintendent,  
Mr. Martin moved, and Mr. Griffiths seconded to approve  
10. Approve Superintendent's Recommendation for Wage and Benefit Reductions Due to Budget Constraints Pursuant to Articles XXIX and XIII of the Collective Bargaining Agreements.05.16.12

ROLL CALL  
MR GRIFFITHS NO  
MR. MARTIN NO  
DR. MATHEWSON NO  
MR. DICK NO  
MOTION FAILED

2<sup>ND</sup> Motion  
ROLL CALL  
MR GRIFFITHS yes  
MR. MARTIN NO  
DR. MATHEWSON yes  
MR. DICK yes

Motion passed 3 to 1  
(Copy in SMB 50, page 304)

Upon the Recommendation of the Superintendent,  
Mr. Griffiths moved, and Dr. Mathewson seconded to approve

11. Approval of Policies, Policy Summaries, Board (from April 24, 2012 PH)
  - a. 1120.11, 3120.11, 4120.11, Preference for Veterans in Employment
  - b. 1122.01, 3122.01, 4122.01, Prohibition Against Disability Discrimination in Employment
  - c. 1122.04, 3122.04, 4122.04, Complaint Procedures Related to Alleged Discrimination in Employment
  - d. 3128 Contracts: Instructional Personnel
  - e. 1130 Appointment, Assignment, Transfer and Promotion of Administrators
  - f. 3230 Appointment, Assignment, Transfer and Promotion of Instructional Staff
  - g. 1130.01 Re-Assignment of Administrators
  - h. 3130.01 Re-Assignment of Instructional Staff
  - i. 3160, 4160, Physical Examination
  - j. 1161, 2161, 4161 Fitness for Duty
  - k. 1211, 3211, 4211 Whistleblower
  - l. 1215 Tobacco Free Environment
  - m. 3215, 4215, 5512, 7434 Tobacco Free Environment
  - n. 1410, 3410 Compensation
  - o. 1590, 3590, 4590 Personnel File
  - p. 2260 Nondiscrimination and Equal Educational Opportunity
  - q. 2260.01 Section 504/ADA Prohibition of Discrimination Based on Disability
  - r. 5630 Corporal Punishment
  - s. 6107 Authorization to Accept & Distribute Electronic Records, Use Electronic Signatures, and Make Electronic Fund Transfers
  - t. 6233 District Budget
  - u. 6450 Local Purchasing
  - v. 7440.01 Protection of Students, Personnel and Property
  - w. 7540.05 Electronic Mail
  - x. 8310 Public Records
  - y. 8340 Letters of Reference
  - z. 8400 Environmental Health and Safety Issues
  - aa. 8475 Criminal Background Checks and Access for Non-Instructional Contractors
  - bb. 9150 School Visitors
  - cc. Wellness Policy

Motion passed without objection.  
(Copy in SMB 50, page 305)

Upon the Recommendation of the Superintendent,  
Mr. Martin moved, and Mr. Griffiths seconded to approve  
12. Approve Budget Amendment for HOB Construction. 05.22.2012  
Motion passed without objection.  
(Copy in SMB 50, page 306)

13. Approve Amended Job Descriptions for Chief of Staff and Chief Operations Officer 05.22.12 – This item was deleted and moved to the next meeting after a second hearing.



**ADJOURNMENT**

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John R. Dick, Chairman

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Dr. Jesus F. Jara, Superintendent