



**The *MISSION* of the Monroe County Schools is to empower all students to become responsible and contributing global citizens.**

**STRATEGIC OBJECTIVES:**

- |  |   |
|--|---|
| 1. <i>Climate and Culture for Excellence</i>                 | 4. <i>High Performing Workforce</i>           |
| 2. <i>Outstanding Student Achievement</i>                    | 5. <i>Leader in Technology and Innovation</i> |
| 3. <i>Effective Communication &amp; Community Engagement</i> | 6. <i>Accountable Resource Management</i>     |

**December 13, 2016 Meeting Minutes**

**Head Start Training: 3:00 PM • Workshop: 3:30 PM • Regular Meeting: 5:00 PM**

Coral Shores High School, 89901 Overseas Highway, Tavernier, FL

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***In Attendance:***

John Dick  
Bobby Highsmith  
Mindy Conn  
Andy Griffiths  
Ron Martin

Mark Porter, Superintendent  
Dirk Smits, Attorney

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**WORKSHOP – TIME APPROXIMATE 3:30 PM**

1. Digital Classroom Plan, Theresa Axford

*In Mrs. Axford's absence, Kristen Condella and Sarah Morton outlined the Digital Classroom Plan.*

- *Mr. Martin asked what other professional development is offered in the District other than Digital Professional Development. That information will be reported to the Board.*
- *Mrs. Conn questioned if we would have rights to reproduce the digital material and if the District is working on a "Check out" program for the devices.*
- *Mr. Dick inquired about the frequency of broken devices. Ms. Condella reported broken devices have not caused a hardship to date. A protection Plan is included in the Digital Classroom Plan.*
- *Mr. Highsmith remarked about the three year State initiative.*

2. **Trumbo Transportation Relocation**, Patrick Lefere

*Mr. Lefere reviewed options for relocating the Transportation Department with the Board. The Transportation Department will be relocated before relocation of the District office staff will be considered.*

**3. Bond/Borrowing Discussion/Bond Resolution, James Drake**

*The District will borrow funds to build the two replacement schools. The 2016-2017 Budget adopted by the Board included a \$75,000,000 bond issuance. Ford and Associates (contracted by the District) discussed pricing and the bond issuance process.*

- *Mr. Highsmith questioned if the team put together by Ford and Associates is offering the District the best options. Mr. Ford serves as the District Fiscal Advisor.*

**REGULAR MEETING – TIME APPROXIMATE 5:00 PM**

**A. CALL TO ORDER, AND PLEDGE OF ALLEGIANCE**

**B. ADOPT AGENDA AND FORMAT**

Superintendent's and/or School Board Members request to amend the agenda or remove items from the consent agenda.

*Mr. Porter recommended the addition of an AFC Report to the agenda under Strategic Objective 6 and also suggested that the two Workshop items not covered earlier be included under the Superintendent's Report.*

*Approval Motion by: Mindy Conn*

*Seconded by: Ron Martin*

*Passed: Unanimously*

**C. APPROVAL OF MEETING MINUTES**

Approve Meeting Minutes of November 22, 2016

*Approval Motion by: Ron Martin*

*Seconded by: Andy Griffiths*

*Passed: Unanimously*

**D. RECOGNITION OF EXCELLENCE IN THE MONROE COUNTY SCHOOLS**

Art in the Capitol - Key Largo School Student, Annayera Peixoto

Key Largo Special Olympics Unified Sports - Flag Football Division-Silver Medal Winners

Andrea Barrios  
Jason Castillo  
John Castillo  
Choe Durham  
Angelica Gonzalez  
Natalia Gonzalez  
Sophia Gonzalez

Jordan Lombard  
Caleb Mathis  
Zergio Ornelas  
Lucia Rodriguez  
Jordan Ward  
Jose Zepeda

## **CITIZEN INPUT/REQUEST(S) TO ADDRESS THE SCHOOL BOARD**

Presentations to the Board are limited to three (3) minutes for each individual speaker and five (5) minutes for the representative of a designated group. Transfer of time between individuals and/or groups is not permitted. Letters submitted to each Board Member and/or the Board Secretary prior to a Board Meeting will not additionally be read into the record at the meeting.

- *LiAnna Castagna – spoke concerning digital technology use in schools.*
- *Lindsay Poetz – reported UTM vote results regarding MOU - 58% yes. UTM appreciates and thanked the EPIC Committee for their efforts.*
- *Kathy Caputo – spoke regarding equity, early childhood and the balance of instruction with computers.*
- *Ed Davidson – spoke regarding the proposed extension of the Superintendent's contract.*
- *Sue Woltanski – spoke regarding legislative priorities including best and brightest, VAM and EOC's.*

## **J. CONSENT AGENDA**

All items listed as consent agenda items are considered routine and non-controversial by the School Board and will be approved by a single motion. There will be no separate discussion of these items. Prior to this meeting, Board Members have had the opportunity to review each of these items and may request that any item be moved to an Action Item for individual consideration.

1. Approve the Personnel Recommendations for the 2016-2017 School Year
2. Approve District Travel
3. Approval of Legal Services Invoices Vernis and Bowling
4. Approval of Exhibit B School Board Certificate
5. Approval of Budget Summary Report
6. Acceptance of Charter School Financial Report
7. Approval of Monthly Financial Statement
8. Approval of Builder's Risk Insurance for Plantation Key School Project
9. ~~Approval of Contract with Frontline~~
10. Approve Condensing Unit Purchase from Carrier Corp.
11. Approval of Hanover Research Services Agreement
12. Approval of State Science and Engineering Fair Student Participation
13. Approval of Head Start Enrollment/Dashboard, Meals & Budget (Sept.)

*Approval Motion by: Mindy Conn*

*Seconded by: Ron Martin*

*Passed: Unanimously*

## **K. REPORTS**

Strategic Objective 2: Outstanding Student Achievement:

Memorandum of Understanding Between the United Teachers of Monroe and the District School Board of Monroe County 2016-2018 Teacher Summative Evaluation Ratings, Ramon Dawkins and David Murphy

- *The Board asked if there was difference in voting trends between high schools and elementary schools. The teacher Evaluation System will be presented at the January 10 Board Workshop.*

Exceptional Student Education Update, Dr. Lesley Thompson

- *1800 students District-wide (including 300 gifted students) (ages 3 to 22 years) 16% of District's student population, 43 employees providing ESE services at all schools. Middle School gifted program re-instituted. ESE Department is working with State to develop our own Gift Certification classes for teachers. State PBS – 50% of District's schools are PBS schools. Our Federal graduation rate for the ESE population is – 7% above the State. PreK enrollment, Statewide 33% included in general program, Monroe County 98% of students enrolled. ESE Department hosts a Charter Summit every year. PBS Program - 50% of our schools have PBS designation (PKS,KLS, Sugarloaf, HOB, Poinciana, GAE)*

### **AFC**

*Sue Woltanski reported that the AFC has been busy reviewing results of the RFP for a construction audit firm. The Board will be presented with construction audit firm RFP results in January. Upcoming the AFC will be reviewing a RFP for a new Internal accounts auditing firm.*

### **Legal**

*There was no legal report.*

### **Superintendent**

*Mr. Porter commended the staff and leadership at PKS after a very difficult week. It was an appreciated and recognized example of coordinating and assembling resources from other schools and agencies to support the PKS staff and community after the unexpected death of a student.*

*The Start Time survey is still open. Mr. Porter will send Board members a breakdown of response numbers to date.*

*Winter break – December 23, January 6. Complete shut-down.*

*January 10 next Board meeting*

*Mr. Porter reviewed legislative priorities:*

*Best and Brightest*

*Class size*

*Substitute teachers -FRS – have to stay away for a year.  
Funding challenges  
Charter school monitoring  
Wealth adjustment*

4. Superintendent's Contract Extension (15 minutes) Moved from Workshop  
*The Board discussed the proposed Superintendent's Contract extension which will be placed on the January 10, 2017 Board's Action Agenda.*

#### **Board**

**Mr. Highsmith:**

*Discussed the proposed Superintendent's Contract Extension.*

Mr. Martin:

*Thanked Mrs. Woltanski for coordinating the showing of the "Screenager."*

Griffiths:

*Reported that he had a successful visit to KLS, attended the recent AFC meeting and attended the "Screenagers."*

Mrs. Conn:

*Discussed including follow-up items on each Board agenda.*

#### **L. PUBLIC HEARING**

1. Job Description, 1st Reading
  - a. Food Service Worker within the Monroe County School District, #76025
2. Job Description, 2nd Reading (1st Reading October 11, 2016)
  - a. Building Inspector (#74023)
3. Policies, 1st Reading
  - a. Nondiscrimination and Equal Employment Opportunity, 1122\* (*designee change*)
  - b. Prohibition Against Disability Discrimination in Employment, 1122.01\* (*designee change*)  
Complaint Procedures Related to Alleged Discrimination in Employment, 1122.04\* (*designee change*)
  - c. Employment Contract, 1128
  - d. Standards of Ethical Conduct, 1210
  - e. Anti-Harassment, 1362\* (*designee change*)
  - f. Nondiscrimination and Equal Employment Opportunity, 3122\* (*designee change*)
  - g. Prohibition Against Disability Discrimination in Employment, 3122.01\* (*designee change*)
  - h. Complaint Procedures Related to Alleged Discrimination in Employment, 3122.04\* (*designee change*)
  - i. Appointment, Assignment, Transfer and Promotion of Instructional Staff, 3130
  - j. Standards of Ethical Conduct, 3210
  - k. Evaluation of Instructional Personnel, 3220
  - l. Anti-Harassment, 3362\* (*designee change*)
  - m. Nondiscrimination and Equal Employment Opportunity, 4122\* (*designee change*)

- n. Prohibition Against Disability Discrimination in Employment, 4122.01\* (*designee change*)
- o. Complaint Procedures Related to Alleged Discrimination in Employment, 4122.04\* (*designee change*)
- p. Anti-Harassment, 4362\* (*designee change*)
- q. Standards of Ethical Conduct, 4210
- r. Compensation, 4410\* (*change in language, allowable days for employment verification [MCSD]*)

*There was no public comment. However the following policies were not linked to the agenda and will be included as first reading on the January 10 Agenda.*

- *Employment Contract, 1128*
- *Anti-Harassment, 1362*
- *Complaint Procedure Related to Alleged Discrimination in Employment, 3122.04*
- *Appointment, Assignment, Transfer and Promotion of Instructional Staff, 3130*
- *Anti-Harassment, 4362*
- *Standards Ethical Conduct, 4210*

## **ACTION ITEMS**

*The Regular School Board Meeting was recessed and the Monroe School Board Leasing Corporation Meeting was opened.*

1. Authorize Annual Meeting of the Monroe School Board Leasing Corporation for Certificates of Participation (COPs) Program
  - a. Recess as members of the School Board; convene as the School Board Leasing Corporation;
  - b. Appoint the following members as outlined in the by-laws of the Corporation: Board of Directors, Chair/Vice Chair of the Board of Directors; President/Vice President/Secretary of the Corporation;
  - c. Adjourn as members of the School Board Leasing Corporation and reconvene the School Board

*Nomination was made to elect John Dick as Chair and Bobby Highsmith as Vice Chair.*

*Approval Motion by: Andy Griffiths*

*Seconded by: Mindy Conn*

*Passed: Unanimously*

*There being no further business for the Monroe School Board Leasing Corporation meeting was adjourned and the Regular School Board Meeting was reconvened.*

2. Approval of Digital Classroom Plan

*Board discussion – Ron Martin, do not replace teachers with computers.*

*Approval Motion by: Bobby Highsmith*

*Seconded by: Ron Martin*

*Passed: Unanimously*

3. Approval of Bond Resolution

a. Bond Rationale

b. Bond Resolution

c. Exhibit A

d. Exhibit B

e. Exhibit C

f. Exhibit D

g. Exhibit E

*Bond Resolution vote:*

*Motioned by: Andy Griffiths*

*Seconded by: Ron Martin*

*Vote Roll Call:*

*Mindy Conn: yes*

*Andy Griffiths: yes*

*Bobby Highsmith: yes*

*Ron Martin: yes*

*John Dick: yes*

4. Accept Monroe County School District 2015-2016 Financial/Federal Audit -no findings.

*Approval Motion by: Mindy Conn*

*Seconded by: Ron Martin*

*Passed: Unanimously*

5. Approval of Memorandum of Understanding Between United Teacher of Monroe and the District School Board of Monroe County 2016-2018 Teacher Summative Evaluation Ratings

*Approval Motion by: Andy Griffiths*

*Seconded by: Ron Martin*

*Passed: Unanimously*

6. Approval of Monroe County School District 2017 Legislative Priorities

*Approval Motion by: Ron Martin*

*Seconded by: Mindy Conn*

*Passed: Unanimously*

7. Approval of Head Start Hatch Tablet Purchase

*Ms. Clark of the Early Learning Coalition provided a position statement.*

*Motion for approval by: Andy Griffiths*

*Seconded by: Mindy Conn*

*Vote Roll Call:*

*Mindy Conn: Yes*

*Bobby Highsmith: Yes*

*Andy Griffiths: Yes*

*Ron Martin: No*

*John Dick: Yes*

*Motion passed four to one.*

**ADJOURNMENT**