



## School Board Agendas

*Broadcast live on channel 78*

**April 24, 2012 at 5:00 pm**

Regular Meeting  
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.**

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**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 Dirk Smits

Audit and Finance Members: Stuart Kessler.

### **CLOSED ATTORNEY/CLIENT SESSION – 4:15 P.M. Lake v. MCSD, Hooper v. MCSD,**

MCSD v. Rick Z. Smith was cancelled. *The Board, the Superintendent, Dirk Smits and a court reporter attended this meeting.*

### **REGULAR MEETING – 5:00 P.M.**

**A. CALL TO ORDER, THOUGHT FOR THE DAY – Ken Gentile, AND PLEDGE OF ALLEGIANCE – Poinciana students.**

### **ADOPT AGENDA AND FORMAT**

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

### **Consent Agenda Items moved to Action**

D6 – G8 6. Approve District Travel.

D13 – G6 13. Approve Head Start Grant Application Approval.

D15 – G7 15. Approve School Lunch Meal Prices for 2012-2013. Debbie Stickline, Consultant spoke regarding the healthy options and the new regulations and food choices for the lunches. Mr. Smith-Martin asked how the District can offer healthier choices.

**Deleted:** Consent Agenda 18C – KW Montessori Balance Sheet and P/I.

Motion passed without objection  
(Copy in SMB 50, page 228)

### **RECOGNITION**

1. GEMS – Poinciana Students
2. Key West High School Academic Challenge

**Upon the recommendation of the Superintendent,**

Ron Martin moved, Robin Smith-Martin seconded to approve

**CONSENT AGENDA**

1. Approve Requests for Leave. (Copy in SMB 50, page 229)
2. Approve Volunteers. (Copy in SMB 50, page 230)
3. Approve the Recommendations for Instructional Personnel Employed & Terminated for the 2011-2012 School Year. (Copy in SMB 50, page 231)
4. Approve the Recommendations for Support Services Personnel Employed & Terminated for the 2011-2012 School Year. (Copy in SMB 50, page 232)
5. Approve the Recommendations for Administrators Employed & Terminated for the 2011-2012 School Year Motion (Copy in SMB 50, page 233)
7. Approve Notice of Intent to Dispose of Surplus Property with Original Cost over \$5,000.00 (Copy in SMB 50, page 234)
8. Approve Purchasing Card Expense Report thru February 2012. (Copy in SMB 50, page 235)
9. Approve Daycare Fee Adjustment for April 2012. (Copy in SMB 50, page 236)
10. Approve Investment Report. (Copy in SMB 50, page 237)
11. Approve Head Start Program Selection Criteria. (Copy in SMB 50, page 238)
12. Approve Head Start Succession Policy and Plan. (Copy in SMB 50, page 239)
14. Approve Summer School 2012-2013 Exemption of the Willie Ann Glenn Act (WAG). (Copy in SMB 50, page 240)
16. Approve Invoices for Legal Services: Johnson, Anselmo; Allen Norton and Blue, Vernis & Bowling (Copy in SMB 50, page 241)
17. Approve Recommended Instructional Materials for the K-12 History/Social Sciences (Copy in SMB 50, page 242).
18. Approve Charter School Financials for (Copy in SMB 50, page 243)
  - a. Sigsbee Charter School: Balance Sheet and P/I
  - b. Treasure Village Charter School: Balance Sheet and P/I
  - c. KW Montessori Charter School: Balance Sheet and P/I
  - d. Big Pine Academy: Balance Sheet and P/I
19. Approve Budget Amendments: (Copy in SMB 50, page 244)
  - A. 2011 Summer School
  - B. Sugarloaf - Substitute Budget Transfer
  - C.. Payment of \$1500 from USF to MCSD
  - D. Title II, Part A

**E. STAFF REPORTS**

**Curriculum:**

A. Attendance Update, Theresa Axford and Rebecca Palomino provided a recap of the attendance stats this nine weeks.

B. Transitions for College & Careers, Ruth Holland and members of FKCC staff presented Project Access to the Board through a brief video. The Board moved the associated action item and voted to approve the Agreement with FKCC.

**Finance:**

A. HOB Construction Update, Michael Kinneer presented the budget for the project and provided an overview. Mr. Dick asked about the costs of the unsuitable soil and asked if someone is standing up for the District. Mr. Dick referenced the Zumbrennan report and not knowing what to do about the parking lot. Mr. Gentile provided feedback on the parking lot and are working on the details for the options for the parking lot. The Superintendent indicated that the green space may be used for soccer practice but may not necessarily be a regulation soccer field. Mr. Smith-Martin spoke about the City's interest in providing a sidewalk and Mr. Henriquez spoke concerning the walking path currently in place for the student's use. Mr. Kinneer spoke about the FFE stats. Mr. Dick suggested meeting with Mr. Pippen about the soil. Dr. Jara indicated that the soil will be discussed at the owners meeting tomorrow and potentially having Mr. Sprague present to the Board his report. Mr. Gentile indicated there is a timing delay in the pending items v. what is in Pippin's report.

**Internal Auditor:**

A. Stuart Kessler, Chairman of the Audit & Finance Committee presented a power point on the status of the committee and it's meeting recap. Ken Gentile provided a recap of the Auditor General Findings and provided a status report. He indicated that additional staff person will be added without additional budget increase to the Board. Mr. Gentile spoke regarding to the reporting system, Cross Pointe. Robin Smith Martin would like Ken to determine what the accurate fund balance should be in the event of a disaster.

**Legal Services:**

- A. Discussion on Tax Referendum, Ron Martin explained his points on why he presented this to the Board. Dirk Smits spoke concerning the AGO opinion and potential road block on the tax referendum due to sections that limit prior use.
  - Dr. Jara remarked that the District is honoring the teacher contract. Mr. Smith-Martin remarked that technically that may be so, but we are dishonoring our teachers.

**Operating Services:**

- A. GCA Custodial Operations Update, Jeff Barrow provided a brief on the GCA contract update.
- B. ~~Five Year Plan Update for 2012-2013~~. Jeff Barrow
- C. Update on Superintendent Search, Cheryl Allen recognized Gemini Printing who donated the brochures at a cost of \$500.00. 31 applicants were posted with four withdrawn applicants. Cheryl Allen remarked she updates the timeline. Cheryl Allen will scan the book that Wayne Blanton provided Mr. Dick.

**Superintendent and Board:**

A Discussion on Termination of Contract with FSBA, Andy Griffiths spoke to four committee members and the chair and indicated that they were not impressed with the first meeting, and not happy with the time that was wasted. It seems that at this point with a capable committee can

continue forward. He suggested possibly polling the committee. Mr. Blanton is fine with this according to Mr. Griffiths. Mr. Smith-Martin remarked he was concerned that Mr. Blanton potentially encouraged violation of the Sunshine even though he teaches classes. The consensus was to move forward to terminate the contract.

B. Feedback from Town Hall Meetings, Dr. Jesus Jara received 19 suggestions and can provide the list to the Board. Mr. Dick recapped the legal expenses for the past few years as that was a concern at the Town Hall meetings.

C. Update on Ethics Complaint, Dr. Jesus Jara received word from the Ethics Commission indicating that there was no probable cause on this case. It is over and done.

D. Discussion on 2012-2013 School Calendar, Ron Martin spoke on the staggering the furlough days. Dr. Jara stated the calendar is already approved. And this would be something to consider under impact bargaining sessions. Mrs. Axford remarked that the calendar committee was duly composed and the furlough days were considered.

#### **CITIZEN INPUT**

**The following addressed the Board: Donna Gentile, Larry Murray, Sloan Bashinsky, Mike Henriquez, Captain Ed Davison, Stuart Kessler, Holly Hummel Gorman, Mercy Hiller, Connie Tarpley**

#### **F. PUBLIC HEARING**

1. Job Description for Superintendent of Schools
2. Review of Policies, Policy Summaries, Board
  - 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

**G. ACTION ITEMS**

**Upon the recommendation of the Superintendent,**

Ron Martin moved, Andy Griffiths seconded to approve

1. Approval of Cooperative Agreement with FKCC, Transitions College and Careers

Motion passed without objection  
(Copy in SMB 50, page 245)

**Upon the recommendation of the Superintendent,**

Robin Smith-Martin moved, Ron Martin seconded to approve

2. Approve Contracts for Legal Services with Vernis & Bowling: Demolee, Rick Z. Smith, Faber, Amador (pending approval of budget amendments below)

Motion passed without objection  
(Copy in SMB 50, page 246)

**Upon the recommendation of the Superintendent,**

Ron Martin moved, Andy Griffiths seconded to approve

3. Approve Agreement and Lease with the City of Key West Concerning the Glynn R. Archer School for the Conveyance of Real Property

Motion passed without objection  
(Copy in SMB 50, page 247)

**Upon the recommendation of the Superintendent,**

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

4. Approve. POLICIES: 1020, 1040.1, 1060

Policy 1040 Superintendent Evaluations was pulled to be fine tuned.

Motion passed without objection  
(Copy in SMB 50, page 248)

**Upon the recommendation of the Superintendent,**

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

2. JOB DESCRIPTIONS a. Chief of Staff, Director of Adult and Alternative Education, Maintenance Supervisor

Motion passed pending amendment of the description for Chief of Staff

Copy in SMB 50, page 249

**Upon the recommendation of the Superintendent,**

Ron Martin moved, Andy Griffiths seconded to approve

5. Approve Budget Amendments:

A. Legal Services

Motion passed without objection  
(Copy in SMB 50, page 250)

**Upon the recommendation of the Superintendent,**

Robin Smith-Martin moved, Andy Griffiths seconded to approve

B. FDEMA and Transfer of Funds

Motion passed without objection  
(Copy in SMB 50, page 251)

**Upon the recommendation of the Superintendent,**

Andy Griffiths moved, Robin Smith-Martin seconded to approve

D13 – G6 13. Approve Head Start Grant Application Approval.

Motion passed without objection  
(Copy in SMB 50, page 252)

**Upon the recommendation of the Superintendent,**

Robin Smith-Martin moved, Andy Griffiths seconded to approve

D15 – G7 15. Approve School Lunch Meal Prices for 2012-2013. Debbie Stickline, Consultant spoke

Motion passed without objection  
(Copy in SMB 50, page 253)

**Upon the recommendation of the Superintendent,**

Andy Griffiths moved, Robin Smith-Martin seconded to approve  
D6 – G8 6. Approve District Travel.

Motion passed without objection  
(Copy in SMB 50, page 254)

**ADJOURNMENT**

*John R. Dick*  
John R. Dick, Chairman

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