



Monroe County School District

Superintendent of Schools
Theresa Axford

Regular Meeting Agenda

School Board

Tuesday, November 22, 2022

5:00 PM

Marathon High School
Media Center
350 Sombrero Rd
Marathon, FL 33050

Annual Organizational Meeting

The MISSION of the Monroe County Schools: Working together to inspire and bring excellence to every student every day.

GOALS :

1. Student Success
2. The Whole Child
3. Human Capital Advantage
4. Safety and Security

ORGANIZATIONAL MEETING AGENDA - TIME CERTAIN 5:00 P.M.

A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

I. OATH OF OFFICE

The following Board members are sworn in:

New Board Member - Mr. Darren Horan

Re-elected Board members - Mr. John Dick and Dr. Sue Woltanski

II. ELECT CHAIR OF THE BOARD

Elect Chair of the Board

Attachments: [Rationale Report](#)

Superintendent passes the gavel to the Elected Chair

III. ELECT VICE CHAIR OF THE BOARD

Elect Vice Chair of the Board

Attachments: [Rationale Report](#)

IV. APPROVE AGENDA FORMAT

Approve Agenda Format - Sample Agenda

Attachments: [Sample Meeting Agenda](#)

V. APPROVE SCHOOL BOARD MEETING SCHEDULE

Approve Monroe County School Board Meeting Schedule - December 2022 through December 2023

Attachments: [Rationale Report](#)
 [2023 Board Meeting Schedule](#)

VI. DESIGNATE SCHOOL BOARD MEMBERS' INDIVIDUAL ASSIGNMENTS

Designate School Board Members' Individual Assignments

1. Selection of School Board Representative on the Small School District Council Consortium (Nov. 16, 2021 - Mr. Griffiths was selected).
2. Selection of School Board Representative and Alternate on the Value Adjustment Board Nov. 16, 2021 - Mr. Dick was selected, Mrs. Conn was selected as alternate).
3. Selection of School Board Representative on the Greater Florida Consortium of School Board (Nov. 16, 2021 - Mr. Griffiths was).
4. Affirmation of School Board Representative and Alternate for the Florida School Board Association's (FSBA) Advocacy Committee (June 2022 - Dr. Woltanski was selected, Mr. Griffiths was selected as alternate). The FSBA appointment term will end June 30, 2023; therefore at a June School Board meeting the Board will make a selection for the July 2023-June 2024 term.
5. Appointment of Audit and Finance Committee Members
The 2021 appointments were as follows:
 - Mr. Griffiths - Mike Rice
 - Mrs. Conn - Henry Hamilton
 - Mr. Dick - Jason Kohler
 - Dr. Woltanski - Lauren Dunn

Attachments: [Rationale Report](#)

RECESS as members of the School Board of Monroe County; CONVENE as members of the Monroe School Board Leasing Corporation

VII. AUTHORIZE ANNUAL MEETING OF THE MONROE SCHOOL BOARD LEASING CORPORATION

Appoint the Members of the School Board Leasing Corporation:

- a) President of the Corporation (Nov. 16, 2021 - Mr. Dick was selected)
- b) Vice President of the Corporation (Nov. 16, 2021 - Mr. Griffiths was selected)
- c) Secretary of the Corporation (Nov. 16, 2021 - Mrs. Conn was selected)
- d) Members of the Corporation (Nov. 16, 2021 - Mr. Highsmith and Dr. Woltanski were selected)

Attachments: [Rationale Report](#)

ADJOURN as members of the Monroe School Board Leasing Corporation; RECONVENE as members of the School Board of Monroe County

REGULAR MEETING AGENDA - TIME APPROXIMATE 5:15 P.M.

B. ADOPT AGENDA AND FORMAT - Superintendent's and/or School Board Members requests to amend the agenda or remove items from the consent agenda.

Adopt Agenda and Format

Attachments: [Rationale Report](#)

C. APPROVAL OF MEETING MINUTES

Approval of October 25, 2022 School Board Meeting Minutes

Attachments: [Rationale Report](#)
 [10.25.2022 School Board Meeting Minutes](#)

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. All statements must be directed towards the Board; no person may address or question Board Members individually, and Board Members will not engage in a dialogue with persons making public comment. Furthermore, all speakers agree to abide by the Code of Conduct for Citizen Input (School Board Policy 0169.1) and will begin their presentation by stating the full name and their city or town of residence for the record.

PLEASE REGISTER TO SPEAK DURING OUR CITIZEN INPUT SEGMENT BY CALLING 305-293-1400 EXT. 53323 NO LATER THAN 2:00 P.M. OF THE MEETING DAY.

Persons requesting accommodations for a qualifying disability under the Americans With Disabilities Act (ADA) should call 305-293-1400 ext. 53323 with their request no less than three (3) business days prior the meeting and complete a speaker's card identifying what accommodation is requested.

D. CONSENT AGENDA

All items listed as consent agenda items are considered routine and noncontroversial 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. Approval of Personnel Recommendations for the 2022-2023 School Year
Attachments: [Rationale Report](#)
 [Personnel Recommendations 11.22.2022](#)

2. Approval of Monthly Financial Statements August 2022
Attachments: [Rationale Report](#)
 [Financials_August.2022](#)

3. Acceptance of Charter School Reports August 2022
Attachments: [Rationale Report](#)
 [Charter_School_Reports_August_2022](#)

4. Approval of Procurement Card Transaction Report for the statement ending October 5, 2022.
Attachments: [Rationale Report](#)
 [20221005 PCard Report](#)
 [20221005 MCSD AP](#)
 [20221005 MCSD DISTRICT](#)
 [20221005 MCSD GRANTS](#)

5. Approve Surplus Classification for Certain Tangible Personal Property and Removal from MCSD Inventory
Attachments: [Rationale Report](#)
 [CAPITAL ASSET REMOVAL REQUEST_11.22.22](#)
 [NONCAPITAL ASSET REMOVAL REQUEST_11.22.22](#)

6. Approval of Vernis & Bowling Invoices for Sept. 305 Legal Services

Attachments: [Rationale Report](#)
[V & B Invoice #322594](#)
[V & B Invoice#322593](#)
[V & B Invoice#322592](#)
[V & B Invoice#322595](#)
[V&B Inv #3225990001](#)
[V&B Inv #3226000001](#)

7. Approval of Out of County Travel Requests from School District Employees

Attachments: [Rationale Report](#)
[11.22.22-MCSD Out of County Travel Requests Report](#)
[FL-CLASS](#)
[FSFOA](#)
[NAEYC](#)
[ECTAC](#)
[PBG](#)
[E4C](#)
[AMM](#)
[FMEA](#)
[CARD](#)
[NHS A](#)
[NHSAWL](#)
[FETC](#)
[FFEA](#)
[FHSA](#)
[RIVHSA](#)

8. Approval to Attend AVID Winter Professional Development Conference in Orlando

Attachments: [Rationale Report](#)
[11.22.22 AVID Winter Prof. Learning Conference Report-REVISED.2 \(added 11](#)
[AVID Path to Schoolwide Communities of Practice - AVID National Conference](#)
[Daily Schedule - AVID National Conference](#)
[Concurrent Sessions - AVID National Conference](#)
[11.22.22 AVID Winter Prof. Learning Conference Report-REVISED](#)

9. Approve School Board Attorney Travel to Florida School Board Attorney's Association (FSBAA) Annual Conference in Tampa

Attachments: [Rationale Report](#)
[FSBAA Fall Conference Agenda November 4-5, 2022](#)

10. Approval of Plantation Key School 3rd Annual 5th Grade Safety Patrol Trip to Washington D.C.

Attachments: [Rationale Report](#)
[PKS SAFETY PATROLS' SCHOOL BOARD AGENDA ITEM RATIONALE 22-2'](#)

11. Approve Key West High School Band Optional Fall Band Trip 2022

Attachments: [Rationale Report](#)
[KWHHS Band Fall Field Trip 2022](#)

12. Approve Key West High School Holocaust Memorial Field Trip to Miami

Attachments: [Rationale Report](#)
[Miami Holocaust Memorial Field Trip info](#)

13. Approve Florida Future Educators of America Club Trip to Conference in Orlando

Attachments: [Rationale Report](#)
[2023FFEAAgenda](#)

14. Award RFP 2022024 Property and Casualty Insurance Brokerage Services to Arthur J. Gallagher Risk Management Services

Attachments: [Rationale Report](#)
[RFP 2022024 Notice Recommendation to Award](#)
[AJG Bid Response](#)
[RFP 2022024 Final Tabulation Sheet](#)
[RFP 2022024 Addendum No. 1](#)
[RFP 2022024 QA Response No. 1](#)
[RFP 2022024 Property and Casualty Insurance Brokerage Services](#)

15. Accept Head Start Monthly Update (August 2022)

Attachments: [Rationale Report](#)
[August 2022 Head Start Dashboard Report](#)
[8-2022 monthly report - 6100, 6110, 6916 & 6918](#)
[1RussellM STATEMENT 8-5-22 to 9-6-22](#)
[1BeerbowerD STATEMENT 8-6-22 to 9-5-22](#)

16. Approve Technical Correction to Board Policy 0169.1
- Attachments:** [Rationale Report](#)
 [po0169.1](#)
17. Approve 2023-2024 Early College Program Agreement Between the College of the Florida Keys and Monroe County School District
- Attachments:** [Rationale Report](#)
 [DE.Early.College.Agreement.2023-2024.CFK.MCSD-changes accepted](#)
18. MOVED TO ACTION ITEM #11: Approve the K-12 Uniform Assessment Calendar
19. Approve Amendment to Imagine Learning Contract to Add Language & Literacy Licenses
- Attachments:** [Rationale Report](#)
 [Imagine Learning 2022-2023\(214502\) - CONTRACT MOU - DocID 8186694](#)
 [Imagine Learning 2022-2023\(214502\) - INSURANCE CERTIFICATE - DocID 8](#)
 [Imagine Learning 22-23 Addendum](#)
20. Approval of Focus School Software 2022-2023
- Attachments:** [Rationale Report](#)
 [INV4772](#)
21. Approve Renewal of Manage Engine products with SHI
- Attachments:** [Rationale Report](#)
 [SHI ME Contract Addendum](#)
 [Original Contract](#)
 [SHI Quote-22717821](#)
 [SHI_COI](#)
22. Approve Renewal of Contract 2022-2023(213795) with JLA Equipment Distributors.
- Attachments:** [Rationale Report](#)
 [JLA contract renewal signed](#)
 [JLA Equipment Distributors 2022-2023\(213795\) - CONTRACT MOU - DocID 8](#)
 [36966 JLA Rational Combi PO](#)
 [JLA - COI 2023](#)
 [JLA Debarment Certification 07252019](#)
 [JLA W-9 6-6-2022](#)
 [quotes JLA Sugarloaf Cafeteria Combi oven](#)

23. Approve GAE Declaration of Restrictive Covenant (DRC) for Review and Final Approval by the FDEP

Attachments: [Rationale Report](#)
[Gerald Adams FDEP DRC \[Final Draft\]](#)
[DRC Exhibits](#)
[Final GAES EC Certification Report - May 2022 \(2019-3247\)](#)

24. Approve Purchase of Two Condensing Units from Carrier Corporation

Attachments: [Rationale Report](#)
[Carrier Global Contract 070121](#)
[RFP and Addendums-HVAC 070121](#)
[Proof of Publication-HVAC 070121](#)
[Prop. Opening Record-HVAC 070121](#)
[Prop. Eval.-HVAC 070121](#)
[Comment and Review-HVAC 070121](#)
[Board Resolutions](#)
[Carrier Corporation 070121-CAR](#)
[Carrier COI Draft](#)
[Carrier Quote for MHS 41 and 42](#)

25. Approve Contract Value Increase for ITB 2022007 District wide Grounds Landscaping to Brightview Landscape Services, Inc.

Attachments: [Rationale Report](#)
[Signed Contract](#)
[COI Exhibit C](#)
[ITB 2022007 Districtwide Grounds Landscaping](#)
[ITB 2022007 Notice QA Response No 1](#)
[ITB 2022007 Notice QA Response No 2](#)
[ITB 2022007 Notice QA Response No 3](#)
[Brightview Bid Response](#)
[BrightView Qualifications](#)
[MSDS](#)
[MSDS part 2](#)
[Price Sheet Exhibit B](#)

26. Approval of High School Media Centers carpet replacement under the Tarkett/State of Florida Contract #30161700-20-ACS

Attachments:

[Rationale Report](#)

[Tarkett Contract \(Tarkett GPJ Edits 10.28.22\) Signed](#)

[819782 Key West High Proposal 10.12.22](#)

[819785 Marathon High Proposal 10.12.22](#)

[819781 Coral High Proposal 10.12.22](#)

[080819-TFU - Price Information](#)

[Board Resolutions](#)

[Combined Ads-Flooring 080819](#)

[Comment and Review-080819 Flooring](#)

[Proposal Evaluation - Flooring 080819](#)

[Proposal Opening Record-Flooring 080819](#)

[RFP and Addendums-Flooring 080819](#)

[Tarkett COI Coral High School Library](#)

[Tarkett COI Key West High School Library](#)

[Tarkett COI Marathon High School Library](#)

[Icon Floors COI](#)

[Fully Executed Tarkett Contract & SCC - Florida Participating Addendum.pdf](#)

[TARKETT USA - State of FL - Amendment No 1.pdf](#)

27. Approval of Contract Renewal 3 of 3 with Integrated Fire and Security Solutions, Inc.

Attachments:

[Rationale Report](#)

[Signed Renewal Contract](#)

[Integrated Fire and Security Solutions, Inc. Low Voltage Electrical Contractor](#)

[Integrated Fire and Security Solutions Contract Renewal 2 of 3 2-8-22](#)

[COI School District of Monroe Cty 22-23](#)

28. Approval of Contract with TK Elevator Corporation for Elevator Upgrades and Comprehensive Service District wide.

Attachments: [Rationale Report](#)
[Signed and notarized contract](#)
[RFP_2022020_Elevator_Upgrades_and_Comprehensive_Service](#)
[Appendix D District Elevators 2022 07 14](#)
[RFP_2022020_Notice_Addendum No. 1](#)
[RFP_2022020_Notice_Addendum No. 2](#)
[TKE bid response](#)
[Pricing Sheet - Exhibit B](#)
[COI - Exhibit C](#)

29. Award ITB 2022025 Infield Improvements at Founders Park to Aeration Technology, Inc.

Attachments: [Rationale Report](#)
[ITB_2022025_Infield_Improvements_at_Founders_Park_Baseball_Field](#)
[Aeration Technoloy Contract - Ex. A](#)
[Aeration Technology Contract - Ex. B](#)
[contract for Goods & Services, School District of Monroe County](#)

E. REPORTS

GOAL 3: Human Capital Advantage

1. Interim Agreement with SPGL re: Trumbo Workforce Housing, G. Jones

Legal

Superintendent

Board

Pending

Recess

F. PUBLIC HEARING

Job Descriptions, First Reading

1. First Reading, Job Description: 77010 Management Information Services (MIS) System Specialist
Attachments: [Rationale Report](#)
 [77010 Management Information Services MIS Specialist](#)

2. First Reading, Job Description: 74090 Project Specialist Construction and Distribution Services
Attachments: [Rationale Report](#)
 [74090 Project Specialist Construction and Distribution Services](#)

3. First Reading, Job Description: 77698 Messenger/Deliveryman Construction and Distribution Services
Attachments: [Rationale Report](#)
 [77698 Messenger Deliveryman Construction and Distribution Services](#)

Job Descriptions, Second Reading

1. Second Reading, Job Description: 81050 General Mechanic
Attachments: [Rationale Report](#)
 [81050 General Mechanic](#)

2. Second Reading, Job Description: 77327 Employee Benefits Manager
Attachments: [Rationale Report](#)
 [77327 Employee Benefits Manager](#)

3. Second Reading, Job Description: 63076 Director Head Start/Voluntary Pre-Kindergarten
Attachments: [Rationale Report](#)
 [63076 Director Head Start Voluntary Pre-Kindergarten](#)

Policies, First Reading

1. First Reading Policy - Internal Services
Attachments: [Rationale Report](#)
 [PO 7320 \(GPJ Proposed Edits\)](#)

Policies, Second Reading

1. Second Reading, Policy - Internal Services: po6320
Attachments: [Rationale Report](#)
 [po6320 Purchasing and Contracting for Commodities and Contractual Services-](#)

Reconvene

G. ACTION ITEMS

1. Approval of District Educational Facilities Five Year Work Plan
Attachments: [Rationale Report](#)
 [Work Plan District Report](#)

2. WITHDRAWN: Accept Interim Agreement with SPGL re: Trumbo Workforce Housing
Attachments: [Rationale Report](#)
 [SPGL - Proposed Interim Agreement DRAFT \(11.8.22 CLEAN\)](#)
 [SPGL, LLC Amended Proposal](#)
 [Complete Bid Package](#)

3. Approval of United Teachers of Monroe (UTM) Monroe County School District (MCSD) Instructional Tentative Agreement 2022-2023
Attachments: [Rationale Report](#)
 [UTM and MCSD Instructional and SRP Tentative Agreement 2022-2023](#)

4. Approval of United Teachers of Monroe (UTM) Monroe County School District (MCSD) School Related Personnel Tentative Agreement 2022-2023
Attachments: [Rationale Report](#)
 [UTM and MCSD Instructional and SRP Tentative Agreement 2022-2023](#)

5. Approval of Budget Summary Reports August 2022
Attachments: [Rationale Report](#)
 [Budget Summary Reports August.2022](#)

6. Approve the Revised Salary Schedule 2022-23 for all Monroe County School District (MCSD) Employees
Attachments: [Rationale Report](#)
 [MCSD Salary Schedule 2022-2023 Revised](#)

7. Approve Job Description: 81050 General Mechanic
Attachments: [Rationale Report](#)
 [81050 General Mechanic](#)

8. Approve Job Description: 77327 Employee Benefits Manager
Attachments: [Rationale Report](#)
 [77327 Employee Benefits Manager](#)

9. Approve Job Description: 63076 Director Head Start/Voluntary Pre-Kindergarten

Attachments: [Rationale Report](#)
[63076 Director Head Start Voluntary Pre-Kindergarten](#)

10. Approve Board Policy Revision - Internal Services: po6320

Attachments: [Rationale Report](#)
[po6320 Purchasing and Contracting for Commodities and Contractual Services-](#)

11. Approve the 2022-2023 K-12 Uniform Assessment Calendar

Attachments: [Rationale Report](#)
[K12UniformAssessmentCalendar2223MCSD_Updated 11.17.22](#)
[K-12 Uniform Assessment Calendar 22-23](#)

ADJOURNMENT