



# Monroe County School District

Superintendent of Schools  
Mark T. Porter

## Regular Meeting Agenda

### School Board

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Tuesday, February 25, 2020

4:00 PM

Marathon High School  
Media Center, 2nd Floor  
350 Sombrero Rd (mm 50)  
Marathon, FL 33050

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

#### STRATEGIC OBJECTIVES:

1. Climate and Culture for Excellence
2. Outstanding Student Achievement
3. Effective Communication & Community Engagement
4. High Performing Workforce
5. Leader in Technology and Innovation
6. Accountable Resource Management

#### WORKSHOP AGENDA - TIME CERTAIN 4:00 P.M.

1. WITHDRAWN: Instructional Technology Usage Update, T. Axford, (30 mins)

Attachments: [Condella February 25 SB](#)

2. Major Projects Update, P. Lefere (15 mins)
3. School Board Retreat Date and Content, M Porter (15 mins)
4. Review of School Board By-Laws, G. Jones (30 mins)

#### REGULAR MEETING AGENDA - TIME APPROXIMATE 5:00 P.M.

##### A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

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

##### C. APPROVAL OF MEETING MINUTES

Approval of February 11, 2020 Board Meeting Minutes

Attachments: [MCSD Board Meeting Minutes February 11, 2020](#)

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

**GEMS**

Stanley Switlik Elementary School

Science fair 1st place champions:

- Graham Murphy 4th grade, for "What is the Best Exercise For Your Heart?" in his category Biomedical and Health Sciences.
- Ashley Rasmussen 5th grade, for "Keep Ants Away" in her category, Plant Sciences.

Marathon High School

Poetry Outloud:

Teacher sponsor, Jill Williams  
Student winner, Jinn Mann

Taste of NFL:

Teacher, Carl Stanton  
Students, Jordyn Wilson, Chase Taylor and Matt Kratzert

Chef Carl Stanton also won the FRLAEF Pineapple Award and named Prostart Teacher of the Year

Sunshine State Scholar Katerina Nikiforova and Overall Science Fair Winner Katerina Nikiforova

Five Star School Awards

Stanley Switlik  
Marathon High School

**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.

**E. 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 2019-2020 School Years

Attachments:      [Board Recommendations 02.25.2020.2](#)

2. WITHDRAWN: Approval of Superintendent Employment Contract for Theresa Axford
3. Approval of School Board and District Travel Requests  
**Attachments:**      [MCSD Out of District Travel Requests Feb 25 \(2\)](#)
4. Approval of Monthly Financial Statements December 2019  
**Attachments:**      [Monthly Financial Statements Dec.2019](#)
5. Acceptance of Charter School Reports December 2019  
**Attachments:**      [Charter School Reports Dec.2019](#)
6. Approve Receipt of Capital Donations at HOB  
**Attachments:**      [20200225 HOB DellCanvas Donation](#)  
                              [20200225 ITDept 86 touch screen](#)
7. Addendum to Contract with Gallagher Benefits Services for Consulting Services for CY 2020  
**Attachments:**      [ADDENDUM TO CONTRACT - Gallagher Benefits Services CY 2020 \(006\)](#)  
                              [Gallagher Benefits Contract CY 2020](#)
8. Contract Renewal 1 of 3 to Arthur J. Gallagher for Property and Casualty Brokerage Insurance Services  
**Attachments:**      [Arthur J Gallagher Contract Renewal 1 of 3](#)  
                              [AJG RFP2019909 Contract](#)  
                              [RFP 2019909 Property Casualty Insurance Brokerage Services](#)  
                              [RFP 2019909 QA No.1](#)  
                              [RFP 2019909 QA No.2](#)  
                              [RFP 2019909 QA No.2 Attachment](#)  
                              [RFP 2019909 Bid Details - DemandStar](#)  
                              [RFP 2019909 Gallagher Response](#)  
                              [Certificate](#)
9. Approval for purchase of Hapara Instructional Management Suite  
**Attachments:**      [Quote](#)  
                              [Cert Of Insurance](#)

10. Award ITB 2020013 Tommy Roberts Stadium Bleacher Repairs to Pedro Falcon Contractors, Inc.

**Attachments:** [Pedro Falcon. Bleachers Contract\\_Standard\\_Form\\_PF signed](#)  
[ITB 2020013 Pedro Falcon Contractors Inc Response](#)  
[ITB 2020013 TRMS Bleacher Repairs](#)  
[ITB 2020013 APPENDIX 1](#)  
[ITB 2020013 APPENDIX 2](#)  
[Certificate of insurance 20.21](#)

11. Approval of Furniture Purchase through Compass Office Solutions for Upper Keys Annex

**Attachments:** [Quote ANNEX BUILD TAVENIER 12-5-19](#)  
[Department of Management Services Contractors and Pricing](#)  
[HON link from DMS site on State of Florida purchasing](#)  
[State of Florida \\_ HON Office Furniture](#)  
[DMS negotiated pricing by product line](#)  
[state-of-florida-discount-matrix-2018](#)  
[Print\\_KEY SCHOOL ANNEX BUILD TAVENIER](#)  
[Keys Schools Tavernier Presentation 2019-12-11](#)

12. Approval of purchase of one van and one truck for Maintenance Department from Duval Ford

**Attachments:** [Purchase Request Van and Truck](#)  
[Ford 150 Quote](#)  
[Maintenance Transit Van Quote](#)  
[Ford+F-150+XL+Regular+Cab+-+F1C](#)  
[FSA Ford+Transit+T150+Medium+Roof+Cargo+Van+RWD+-+E1C](#)  
[FSA\\_TC - VendorLink Final Bid Document](#)  
[Links to Sheriff Contracts 2019](#)

13. Award RFQ 2020010 for Land Surveying Services to Florida Keys Land Surveying

**Attachments:** [FKLS - Contract \(GPJ Revised\)](#)  
[RFQ 2020010 Land Surveying Services](#)  
[RFQ 2020010 Florida Keys Land Surveying Response](#)  
[RFQ 2020010 Recommendation to Award](#)  
[FKLS 2020 RATES](#)  
[FKLS COI MCSB - GENERAL LIABILITY](#)  
[FKLS COI Auto MCSD](#)  
[FKLS COI MCSO PL](#)  
[Florida Keys Land Surveying COI, Monroe County School Board 02-03-2020](#)

14. Approve One Year Contract Renewal with Mobile Modular for Lease of (2) Portable Classrooms - Big Pine Key Academy

**Attachments:** [Monroe Co. Contract Renewal](#)  
[BPKA Portables Lease Contract Addendum](#)  
[Lease Mobile Modular for Big Pine Academy](#)  
[Monroe County COI](#)

15. Approval of Stanley Switlik Elementary School GMP Change Order #3 to Ajax Building Corporation

**Attachments:** [SSE Change Order #3](#)  
[CO #3 Exhibit A](#)  
[COI 2020-21](#)

16. Approval of Stanley Switlik Elementary School Furniture Purchase with Virco under the US Communities 2020 Contract #R-TC-18004

**Attachments:** [Quote 8222415 r1 VFS STANLEY SWITLIK ELEM-01-30-20 15-02-15](#)  
[Virco\\_Nov\\_2017\\_RFP\\_Education\\_Classroom\\_Misc\\_Support\\_-final](#)  
[Virco\\_Nov\\_2017\\_RFP\\_Addendum\\_1\\_-\\_R-TC-18004](#)  
[Virco\\_Nov\\_2017\\_RFPCombined\\_Postings\\_for\\_Website](#)  
[Bid Response Binder](#)  
[Virco\\_Nov\\_2017\\_Notice\\_of\\_Intent\\_to\\_Award\\_R-TC-18004](#)  
[Consent Agenda and Motion to Approve](#)  
[Virco\\_Contract\\_R-TC-18004](#)  
[2020\\_USC\\_ZONE\\_7\\_2-3-20](#)  
[USC-R-TC-18004 - Furniture - Educational Classroom Misc Prod Svs - MAArch](#)  
[2019-2020 Insurance Certificate](#)

17. Approval of Upper Keys Maintenance/Transportation Annex Change Order #2 to Burke Construction Group, Inc.

**Attachments:** [Change Order #2 Combined PCO#2 thru PCO#10](#)  
[PCO #2 Trench Drain rev1 binder](#)  
[PCO #3 Stucco Repairs binder](#)  
[PCO #4 Electrical Conduit Relocation binder](#)  
[PCO#5 rev 1 Electrical Door Lock binder](#)  
[PCO#6 Rolling Jack Beam binder](#)  
[PCO#7 Alternative Light Fixtures binder](#)  
[PCO#8 Additional I-Beams binder](#)  
[PCO#9 Electrical Lock LV Installation binder](#)  
[PCO #10 Additional Slab binder](#)  
[Deductive Change Order #1 Burke\\_UK Maint-Trans. 6.19](#)

18. Approval of contract renewal 1 of 3 with Carrier Corporation

Attachments:     [Signed Contract](#)  
                         [Carrier Condensing Unit Award Signed 2.26.19](#)

19. Approve purchase of Dell devices for a staff refresh from CDWG

Attachments:     [Quote\\_StaffRefresh](#)  
                         [CDW - EOI Liability 19-20](#)  
                         [CDWG NJPA](#)

20. Approval to attend AVID Summer Institute 2020

Attachments:     [AVID 2020](#)

21. Approval of Head Start Monthly Update (Nov. & Dec.)

Attachments:     [November 2019 dashboard](#)  
                         [monthly report - 9100, 9110 - MCSB, PC 2019-11](#)  
                         [pcard statement 12052019 Owens](#)  
                         [December 2019 dashboard](#)  
                         [monthly report - Board 2019-12](#)  
                         [pcard statement Owens 20200105](#)  
                         [pcard statement Russell 20200105](#)

22. Approval of Renewal of Lease With Boys & Girls Club of Key West

Attachments:     [Lease Renewal](#)  
                         [Original Lease](#)

23. Approval of Memorandum of Understanding - Monroe County School District Drug Testing Services Agreement

Attachments:     [Drug Testing Services Agreement between MCSD and 16th Judicial Circuit Court](#)

## F. REPORTS

### Strategic Objective 2 - Outstanding Student Achievement

1. B.E.S.T. Standards Report

Attachments:     [Florida B.E.S.T](#)

Legal

Superintendent

Board

**RECESS****G. PUBLIC HEARING**

## Policies, 2nd Reading

1. PO 5111.01 Homeless
2. PO 7440.03 - Small Unmanned Aircraft Systems (NEW)
3. PO 7530.01 - Board-Owned Wireless Communication Devices (REVISED)
4. PO 7530.02 - Staff and School Officials Use of Wireless Communication Devices (REVISED)
5. PO 7540.03 – Student Technology Acceptable Use and Safety (REPLACEMENT)
6. PO 8600.04 - Bus Operator Qualifications, Certifications, Discipline, and Termination (REVISED)
7. PO 8625 - Ban on Texting While Driving (REVISED)
8. PO 8660 - Transporting Students by Private Vehicles (REVISED)

**Attachments:**[Homeless Policy 5111.01 Revised](#)[PO 7440.03 - SMALL UNMANNED AIRCRAFT SYSTEMS](#)[PO 7530.01 STAFF USE OF WIRELESS COMMUNICATION DEVICES](#)[PO 7530.02 - STAFF AND SCHOOL OFFICIALS USE OF WIRELESS COMMU](#)[PO 7540.03 - STUDENT NETWORK AND INTERNET ACCEPTABLE USE ANI](#)[PO 8600.04 - BUS OPERATOR QUALIFICATIONS, CERTIFICATION, DISCIPL](#)[PO 8625 - BAN ON TEXTING WHILE DRIVING](#)[PO 8660 - TRANSPORTING STUDENTS BY PRIVATE VEHICLES](#)

## Job Descriptions, 2nd Reading

1. Accounts Payable Specialist - 75091
2. Accounts Receivable & Daycare Specialist - 75090
3. ERP System Specialist - 77010
4. Head Start Fiscal-Budget Analyst - 75030
5. Lead Electronic Technician - 81037

**Attachments:**[75091 Accounts Payable Specialist](#)[75090 Accounts Receivable & Daycare Specialist](#)[77010 - ERP System Specialist.2](#)[75030 Fiscal - Budget Analyst -VPK HS](#)[Lead Electronics Technician](#)**RECONVENE****H. ACTION ITEMS**

1. Approval of Budget Summary Reports December 2019

Attachments:      [Budget Summary Reports Dec.2019](#)

2. Approval of Property and Casualty Risk Management Insurance Program Renewal

Attachments:      [Monroe Schools 2020 Pre-Renewal Presentation 2-11-2020](#)

3. Approval of Key West High School Principal Appointment Effective July 1, 2020

4. Approval of Policies as Presented:

1. PO 5111.01 Homeless
2. PO 7440.03 - Small Unmanned Aircraft Systems (NEW)
3. PO 7530.01 - Board-Owned Wireless Communication Devices (REVISED)
4. PO 7530.02 - Staff and School Officials Use of Wireless Communication Devices (REVISED)
5. PO 7540.03 – Student Technology Acceptable Use and Safety (REPLACEMENT)
6. PO 8600.04 - Bus Operator Qualifications, Certifications, Discipline, and Termination (REVISED)
7. PO 8625 - Ban on Texting While Driving (REVISED)
8. PO 8660 - Transporting Students by Private Vehicles (REVISED)

Attachments:      [Homeless Policy 5111.01 Revised](#)

[PO 7440.03 - SMALL UNMANNED AIRCRAFT SYSTEMS](#)

[PO 7530.01 STAFF USE OF WIRELESS COMMUNICATION DEVICES](#)

[PO 7530.02 - STAFF AND SCHOOL OFFICIALS USE OF WIRELESS COMMU](#)

[PO 7540.03 - STUDENT NETWORK AND INTERNET ACCEPTABLE USE ANI](#)

[PO 8600.04 - BUS OPERATOR QUALIFICATIONS, CERTIFICATION, DISCIPL](#)

[PO 8625 - BAN ON TEXTING WHILE DRIVING](#)

[PO 8660 - TRANSPORTING STUDENTS BY PRIVATE VEHICLES](#)

5. Approve Job Descriptions as presented:

1. Accounts Payable Specialist - 75091
2. Accounts Receivable & Daycare Specialist - 75090
3. ERP System Specialist - 77010
4. Head Start Fiscal-Budget Analyst - 75030
5. Lead Electronic Technician - 81037

Attachments:      [75091 Accounts Payable Specialist](#)

[75090 Accounts Receivable & Daycare Specialist](#)

[77010 - ERP System Specialist.2](#)

[75030 Fiscal - Budget Analyst -VPK HS](#)

[Lead Electronics Technician](#)

## ADJOURNMENT



