



## **Monroe County School Board Workshop/Regular Meeting Agenda**

**Key West City Hall, 1300 White Street, Key West**

**Tuesday, December 18, 2018 • 3:00 PM**

### **Attendance:**

*Bobby Highsmith, Chairman*

*Mindy Conn, Vice Chairman*

*John Dick*

*Sue Woltanski*

*Mark Porter*

*Dirk Smits, Attorney*

*Gaelan Jones, Attorney*

*Participating by phone:*

*Andy Griffiths*

### **WORKSHOP AGENDA - TIME CERTAIN 3:00 P.M. 3:01 pm**

1. AdvancED and School Improvement Plans (30 mins)

#### **Gerald Adams Elementary School**

*Gerald Adams Elementary School Principal Dr. Fran Herrin reviewed their 2017-2018 School Year academic performance highlights. Superintendent Porter added that due to construction of the new building, the 2017-2018 School Year presented unique challenges for the students, staff and administration including classroom and exterior space limitations.*

#### **Stanley Switlik Elementary School**

*Principal Brett Unke and Assistant Principal Christina Rodriguez presented an overview of Stanley Switlik Elementary School's 2017-2018 academic results and the school's 2018-2019 school improvement goals. The on-going construction of a new building at Stanley Switlik was also discussed.*

**Board Comments:**

*Dr. Woltanski asked about learning gains, interventions times, and enrichment opportunities.*

*Mr. Highsmith thanked Dr. Herrin, Mr. Unke and Ms. Rodriguez for their presentations.*

*Mr. Porter informed the Board, that Project 127 has successfully become Program 86.*

## 2. **Sugarloaf Housing Project Update (30 mins)**

*Mr. Smits and Mr. Jones reported that the land use process is on-going and should be complete and ready for groundbreaking by June 2019. Mr. Smits suggested it is too early in the process for the Board to consider a density resolution.*

### **Board Comments**

*Ms. Conn stated she was at the Community meeting and understands the concerns and questions voiced at that meeting. She feels the community would support 10 to 20 housing units with no commercial use of the property. Ms. Conn suggested Mr. Porter send out a district wide informal survey to gauge current interest in staff housing needs. She supports leasing the property.*

*Mr. Dick stressed that the Board must follow proper procedures in order to avoid any challenges, conflicts or delays.*

*Dr. Woltanski asked for clarification of the timeline. Also, if the property is switched from educational use to multi-use, are the restrictions (guns, alcohol, pets) eliminated? Mr. Smits advised that it is not the District's intent to manage the property and impose school board policies on the project, but rather lease the property to a management group.*

*Mr. Highsmith stressed the need for critical need workforce housing, however does not support requesting commercial use on the property. He would support a resolution to cap the number of unit to 28/30 units.*

*Mr. Porter informed the Board that Habitat for Humanity has expressed interest in partnering with the District for the Sugarloaf Housing Project. The District would lease the land to Habitat for Humanity who would manage the property.*

## 3. **Strategic Plan - Studer Group (60 mins)**

*Mr. Ted Kirchharr with the Struder Group recapped his recent Listening Tours at our 10 school sites. At each location he met and talked with principals, assistant principals and groups of teachers, parents and community members to gauge their interest and input in the three broad initiatives identified by the Board.*

*He heard over and over that there is a great deal of pride in this District and about the work being done in the District.*

*The discussions focused on three initiatives:*

- 1. Student Success (measured by high school graduation rate),*
- 2. Human Capital Advantage (how we can better attract and develop staff already here and what can we do to retain staff;*
- 3. Whole Child (social/emotional needs of child)*

*Strength Discussed:*

*Strength is that there are only three initiatives!*

*Opportunities Discussed:*

- Career preparedness (career exploration opportunities at middle schools, then*

- exposure to On-the-Job training opportunities/apprenticeships).
- Further support for peer educators (whether it was increased pay, increased professional development (bring more professional development opportunities to teachers), recognition of work.
- Workforce housing.
- Parent Engagement (are we doing enough to equip parents with skills to be successful?).
- Stakeholders are anxious to be involved in Strategic Plan process.

*Next Steps:*

*Further define the three initiatives, define appropriate goals with appropriate measures, build on stakeholder communication and stakeholder involvement as we move along.*

*Board Comments:*

*Ms. Conn:*

*What is next? Mr. Kirchharr will work with the Superintendent and staff to craft goal messages to be specific in the three areas to define exactly what to achieve, to develop indicators of success for the three areas, then start the work of executing the plan. Ms. Conn would like to meet with again Mr. Kirchharr for clarification.*

*Mr. Highsmith:*

*All of our children desire “whole child” approach, however, Mr. Highsmith would like “Whole Child” as a separate item from Safety and Security. Whole child development is much different than the mental health aspect. The previous Strategic Plan was very broad, and the three priorities are more targeted.*

*Dr. Woltanski:*

*She would feel more comfortable if “whole child” is separated out of “school safety.” She feels school safety has two components – mental health and the structural aspect. Budgeting should be about resourcing the Strategic Plan. We need flexibility to re-evaluate and change the goals due to any legislative changes if necessary.*

*Mr. Dick:*

*Requested clarification of the composition of the community meetings.*

*Time allowed for the following Regular Meeting Agenda items be discussed during the Workshop agenda.*

**Greater Florida Consortium 2019 Legislative Priority (Funding, Term of Locally Voted Tax Levy)**

*The Greater Florida Consortium requested that the Board reconsider their vote in November concerning the term of locally voted Tax Levy. Dr. Woltanski explained that the language states – up to a maximum of 10 years.*

*Board Comments:*

*Ms. Conn would approve as long as the legislation would allow each district to choose the term length.*

*Mr. Highsmith agreed with Ms. Conn*

*Mr. Dick did not agree, but would vote with the Board.*

### **Superintendent's Evaluation**

*Mr. Porter reported that the Superintendent's Evaluation form has been forwarded to all Board members, and he will present the Board with a composite of the evaluation remarks.*

*The District will be closed for winter break from December 24, 2018 through January 4, 2019.*

*The facility and staff at both Plantation Key School and Gerald Adams Elementary School will be moving into their new buildings during their winter break.*

### **Construction Update: Patrick Lefere**

*There is still work to be done on both Plantation Key School and Gerald Adams Elementary, but crews will be in the schools over the winter break preparing the buildings for the first day of classes on January 8<sup>th</sup>.*

*The walls at Stanley Switlik will be going up soon.*

*Pending three projects:*

*Marathon High School Project Athletic Project*

*Upper Keys Annex*

*Transportation and Internal Services Facility on Stock Island*

**Board Comments:**

*Mr. Dick asked for clarification about the anticipated groundbreaking of the Marathon Athletic complex. Per Mr. Lefere it is expected that groundbreaking will be in January.*

*Dr. Woltanski reported she walked through the new Plantation Key School building and felt it was beyond expectations.*

*Ms. Conn commented she has walked both schools and both schools look incredible.*

*Mr. Highsmith thanked all of the teams for the hard work and effort as well as the Monroe County voters for approving the sales tax issue.*

## **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.

*Dr. Woltanski requested that Consent Item 5 be moved to Action Item 15*

*After discussion the Board requested that Action Item 1 be removed.*

*Due to time, Reports were moved to the Workshop.*

*Recommended for approval by the Superintendent*

*Motioned by: Ms. Conn*

*Seconded by: Mr. Dick*

*Vote: Unanimously Adopted*

### **C. APPROVAL OF MEETING MINUTES**

Approval of November 20, 2018 Board Meeting Minutes

*Recommended for approval by the Superintendent*

*Motioned by: Dr. Woltanski*

*Seconded by: Mr. Dick*

*Vote: Approved Unanimously*

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

*Poinciana Elementary School – Department of Education Recognition for Community and Family Involvement after Hurricane Irma*

### **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.

Van Fischer presenting the Upper Sugarloaf Property Owners regarding the density of the housing project.

### **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 2018-2019 School Years
2. Approval of District Travel Requests
3. Approval of Legal Services Invoices - Vernis and Bowling
4. Approval of Monthly Financial Statements October 2018
5. ~~Acceptance of Charter School Reports October 2018~~
6. Acceptance of MCSD Internal Funds Audit Report for the Fiscal Year Ended June 30, 2018
7. Approval of Procurement Card Transaction Report for the statement ending December 5, 2018.
8. Approve Removal and Disposal of Tangible Personal Property from Asset Records
9. Acceptance of Head Start Monthly Update (Aug. - Oct.)

10. Approval of Miami Dade FDLRS Child Find Services Agreement
11. Approval of Miami Dade FDLRS Technology, Human Resources and Parent Services Agreement
12. Approve Contract Addendum for Professional Services to Support Storm Recovery Operations
13. Award ITB 2019907 Tommy Roberts Stadium to Pedro Falcon Contractors, Inc.
14. Approve Contract Addendum #2 with BSSW/Rowe Architects
15. Approve Return Quotation for Four Leased Portable Classrooms at PKS
16. Approve Contract Renewal 2 of 3 for Concrete Analysis & Testing Laboratories, Inc.
17. Approval of Award of ITB 2019905 to Brighview Landscape Services, Inc.
18. Approval of Award of ITB 2019906 to Brighview Landscape Services, Inc.
19. Approval of Payment for 2019 to Brightview Landscaping under Renewal Option 1/2 of 3 of RFP 2017703
20. Approve Purchase with CDWG for EMC Storage Hardware/Software Support
21. Approval of Granicus Contract
22. Approval of Payment for FKCC Articulation Agreement (NET amount of \$85,000) for the Tuition Payments

*Recommended for approval by the Superintendent*

*Motioned by: Mr. Dick*

*Seconded by: Dr. Woltanski*

*Vote: Approved Unanimously*

## **F. REPORTS**

### **Legal**

No report

### **Superintendent**

Greater Florida Consortium 2019 Legislative Priority (Funding, Term of Locally Voted Tax Levy)

*Moved to the Workshop Agenda.*

### **Board**

Mr. Dick

*Congratulations on all the construction – the District can be proud of the outcome.*

Dr. Woltanski

*The Sigsbee Science Club was first place winners of a video contest sponsored by the Leadership Monroe Class 26. The message of the contest was to try to get people to Pick up trash, not walk pass. Dr. Woltanski presented the club with a \$500 check.*

Ms. Conn

*There was been discussion about grading and grading options. Ms. Conn would like grading to be a Workshop topic to see what options are available.*

Mr. Highsmith

*He is pleased with the outcome of the Rex Weech baseball field.*

*Mr. Highsmith attended the FSBA Conference in November. One topic of interest was Regarding Title 9 which concerns gender equality, do we have a Title 9 coordinator on staff?*

*Volusia County Community Outreach Program gave a presentation. They have incorporated community involvement into their Strategic Plan, which may be something for the Board to consider.*

Prior Business (Not for Discussion or Action)

1. Safety and Security Updates
2. Graduation Rate/Drop-Out Prevention
3. Enhanced Daycare Programs
4. Affordable Housing - Trumbo Point

## **RECESS**

### **G. PUBLIC HEARING**

Job Descriptions, 1st Reading

1. Job Description 78007 Director of Transportation, Revised
2. Job Description 78020 Route Coordinator

*Ms. Hummel-Gorman expressed concern via letter concern the Route Coordinator Job Description and requested that the District staff engage with her for revisions prior to the second reading.*

*There were no public comments.*

Policies, 2nd Reading

1. Policy 6322, Construction Contracting and Bidding
2. Policy 6325, Procurement-Federal Grants/Funds
3. Policy 6330, Acquisition of Professional, Architectural, Engineering, Landscape Architectural or Land Surveying Services
4. Policy 6605, Crowdfunding
5. Policy 6685, Funding for Promotion, Public Relations and Hospitality

*There were no comments.*

## **RECONVENE 5:24**

### **H. ACTION ITEMS**

- ~~1. Consider a Resolution 828 Imposing Density Restrictions on the Sugarloaf School-Property~~

*Item removed from the agenda.*

2. Approve a Resolution Authorizing Staff to Coordinate with Monroe County Planning Regarding Upcoming Construction Projects  
*Recommended for approval by the Superintendent*

*Motioned by: Mr. Dick*  
*Seconded by: Ms. Conn*  
*Vote: Approved Unanimously*

3. Approval of the April 24, 2018 Settlement with FKCC and Authorizing Staff to Execute Upon Receipt of Survey of Gerald Adams that is Acceptable to District Administration  
*Recommended for approval by the Superintendent*  
*Motioned by: Ms. Conn*  
*Seconded by: Mr. Dick*  
*Vote: Approved Unanimously*

4. Approval to Award RFP 2019908 and Purchase of KWHS Band Uniforms to Stanbury Uniforms, Inc.  
*Recommended for approval by the Superintendent*  
*Motioned by: Mr. Griffiths*  
*Seconded by: Mr. Dick*  
*Vote:*  
*Ms. Coon, Yes*  
*Mr. Dick, Yes*  
*Dr. Woltanski, Yes*  
*Mr. Highsmith, Yes*  
*Mr. Griffiths: Yes*

5. Approve GMP Amendment No. #1 to Ajax Building Corp. for the MHS Athletic Complex  
*Recommended for approval by the superintendent*  
*Motioned by: Mr. Dick*  
*Seconded by: Ms. Conn*  
*Vote: Unanimously Approved*

6. Approval of Budget Summary Reports October 2018  
*Recommended for approval by the superintendent*  
*Motioned by: Ms. Conn*  
*Seconded by: Dr. Woltanski*  
*Vote: Approved Unanimously*

7. Acceptance of the Monroe County School District Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2018.  
*Recommended for approval by the Superintendent*  
*Motioned by: Dr. Woltanski*  
*Seconded by: Mr. Dick*  
*Vote: Approved Unanimously.*

*Mr. Porter acknowledged efforts of the Finance Department and advised the Board that the District is now considered a "low risk" district.*

8. Approval of Greater Florida Consortium 2019 Legislative Priority (Funding, Term of Locally Voted Tax Levy)  
*Recommended for approval by the Superintendent*  
*Motioned by: Ms. Conn*  
*Seconded by: Dr. Woltanski*

*Vote: Unanimously Approved*

9. Approval of Adopt Policies as Presented
  - a. Approval of Policy 6322, Construction Contracting and Bidding
  - b. Approval of Policy 6325, Procurement-Federal Grants/Funds
  - c. Approval of Policy 6330, Acquisition of Professional, Architectural, Engineering, Landscape Architectural or Land Surveying Services
  - d. Approval of Policy 6605, Crowdfunding
  - e. Approval of Policy 6685, Funding for Promotion, Public Relations and Hospitality

*Recommended for approval by the Superintendent*

*Motioned by: Mr. Dick*

*Seconded by: Dr/ Woltanski*

*Vote: Approved Unanimously*

1. Acceptance of Charter School Reports October 2018

*Recommended for acceptance by the Superintendent*  
*Motioned by: Dr. Woltanski*  
*Seconded by: Mr. Dick*  
*Vote: Accepted.*

*Dr. Woltanski asked for clarification concerning Key West Collegiate Academy's student capacity.*

**ADJOURNMENT - 5:35 pm**