



## Monroe County School District School Board Workshop and Regular Meeting Agenda

Tuesday, April 23, 2019 • 4:00 PM

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

*Attendance:*

*Ms. Conn*

*Mr. Dick*

*Mr. Griffiths*

*Mr. Highsmith*

*Mr. Porter, Superintendent*

*Mr. Smits, Board Attorney*

*Absent:*

*Dr. Woltanski*

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

**1. Paperless Report Cards, D. Murphy (30 mins)**

*Dr. Murphy and Mr. Michaud (Coordinator, Student Information Services), introduced the possibility of electronic report cards. With the implementation of FOCUS, the District has the option of offering paperless report cards and progress reports through the FOCUS Parent Portal which is already used to communicate with parents. Mr. Michaud demonstrated the use of the Parent Portal and accessing a child's report card. He did caution that using the FOCUS mobile app is not recommended.*

**Board Comments:**

*Mr. Highsmith:*

*Are you proposing the sole alternative/method would be logging onto FOCUS and downloading the report card?*

*Emailing is another option. There are three option in FOCUS for viewing a report card, Printing, Email, or publish to the Parent Portal.*

*Is emailing easy to do?*

*It is easy if the parents have updated their contact information in FOCUS.*

*We need to ensure that parent data such as email addresses are correct in FOCUS.*

*Ms. Conn:*

*What about the other information that is distributed with report cards?*

*Mr. Michaud explained that those documents can be uploaded to the Parent Portal.*

*Option preferences need to be offered to parents, i.e.: check choice for paper copy, check email, or check portal.*

*We need to get an idea of what parents want as some people find computers complicated.*

*Does FOCUS allow for information to go out in different languages? Mr. Michaud will*

research.

Mr. Griffiths:

*If they have a cell device and signal, people have access to the internet. However, Dr. Murphy advised the FOCUS mobile interface for the Parent Portal is a little uncomfortable for some people to use.*

*How many parents are not connected online at home?*

*Other than using email, what other systems does the District use to communicate with parents?*

*Connect Ed is the primary source of calling or texting parents, our website and social media are also utilized. Some schools use the Remind app to send notices to parents.*

*Mr. Porter will move forward to conduct the Board's requested parent survey with an "opt in" or "opt out" option for electronic report cards.*

## 2. District English Language Learner Plan for 2019-22, T Axford (30 mins)

### **Natalie Liz, ELL Program Coordinator**

*Ms. Liz was introduced to the Board and provided an overview of the District's proposed ELL Plan which once approved by the Board will be submitted to the Florida Department of Education.*

Board Comments:

*Mr. Dick asked how the District verifies the number of students per class. Ms. Liz replied through class visits and learning walks.*

*Ms. Conn would like to know if there is a way for the District to evaluate the level a student reads in their native language. Some resources for evaluating a student's reading level are utilized, however, for those languages that the District does not have resources, a student "buddy" that speaks the native language and English is often a resource.*

*Ms. Conn asked if the District pays bilingual paraprofessional more than single language paraprofessionals. Mr. Porter and Dr. Dawkins are working on a program to compensate bilingual paraprofessionals. Proficiency in all speaking languages will be required for the additional compensation.*

*Mr. Griffiths asked for clarification of whether the ratio Ms. Liz mentioned was across the district or by grade level. Ms. Liz needs to research and will provide feedback.*

*Are older students a greater challenge? Are there numbers that can tell us the break out, such as how old they were when the student started in Monroe County Schools.*

*Ms. Liz advised there is extra funding for some of these challenges.*

*Mr. Griffiths asked if a student enters the system at middle school age, speaking no English, is the student required to pass the 10<sup>th</sup> grade FSA? The answer was yes – they have two years to pass the assessment.*

*Mr. Highsmith thanked Ms. Liz and mentioned how impressed he was by a group of Haitian students he recently observed. There was good exchange among students speaking proper English with other students. He feels the students have a good future because of the work that the District's ELL staff is providing.*

*Mr. Porter mentioned that the District's Adult Education program has become predominantly EL for parents. The students (Adult Ed) want to improve their English in order to help their children.*

*Ms. Conn suggested that the Adults Education classes might be a good place to recruit for bilingual paraprofessionals.*

## **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.**

*The Superintendent recommended adding for cause an item to the Action Agenda. Chairman Highsmith found cause to add Action Agenda Item #7 for timing.*

*Recommendation for approval was made by the Superintendent*

*Motioned by: Ms. Conn*

*Seconded by: Mr. Dick*

*Vote: Approved*

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

Approval of April 9, 2019 Board Meeting Minutes

*Recommendation for approval was made by the Superintendent*

*Motioned by: Mr. Dick*

*Seconded by: Mr. Griffiths*

*Vote: Approved*

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

Financial Literacy Winners

Keys Federal Credit Union Financial Fitness Tournament Middle Keys Champions

Coach James Murphy

Marathon High School Team Members

Aydan Child

Luke Hoffman

Aaron Tipsword

*Mr. Porter recognized Mr. John Hermann, who will be retiring in June. Mr. Hermann has assisted with the live Board Meeting broadcasting and serves as the Coral Shores High School Information Technology Technician.*

### **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.

*Ms. Karin Durhan, spoke regarding an ESE elopement policy and overall better communications.*

### **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 Workers' Compensation Claim Settlement

4. Approval of Procurement Card Transaction Reports for the statements ending March 5, 2019.
5. Acceptance of Charter School Reports February 2019
6. Approval of Monthly Financial Statements February 2019
7. Approval of Receipt of Capital Donations from Dairy Council of Florida to Monroe County School District at KWHS, SLS, MHS and CSHS
8. Approval of Contract with Hydrologic Associates U.S.A., Inc. for Pre-Demo Asbestos Abatement and Air Clearance Services
9. Award of Six Month Contract to Island Elevator Company, Inc. for Elevator Maintenance, Repair, and Inspection Districtwide.
10. Approval of Contract Renewal 2 of 3 to Keys Fire Extinguishers, Inc. ITB 2017717 Fire Suppression Equipment in the Lower Keys.
11. Approval the Purchase of Servers from CDWG
12. Acceptance/Consent of District English Language Learner Plan for 2019-22
13. Approval of Head Start Grant Application 2019-2024
14. Acceptance of Head Start Grant Award

*Recommendation for approval was made by the Superintendent*

*Motioned by: Ms. Conn*

*Seconded by: Mr. Griffiths*

*Vote: Approved*

*Mr. Griffiths enjoyed Ms. Liz's ELL report and would like to hear about the ELL Program on a regular basis, perhaps quarterly.*

## **F. REPORTS**

### **Legal**

*The Sugarloaf housing project was approved by the County's Development Review Committee. If not added to the April 24 Planning Commission agenda, it will be added to the May 29 agenda. The FLUM application will be on the County Commission's May 22 agenda. They are on track approval completion by July 2019.*

*Mr. Griffiths asked if the RFP for a developer could be done in July. Mr. Smits said an RFP package could be prepared now.*

### **Superintendent**

1. *The District recently received the March 27, 2019 School Day SAT results.  
6 seniors earned a concordance score  
48 juniors earned a concordance score  
64 juniors earned a Florida Medallion score  
24 juniors earned Florida Academic Scholarship score*

*Ms. Conn asked about the possibility of offering a School Day ACT.*

*Dr. Murphy reported there are plans to administer a summer ACT, and a School Day ACT may be considered. At this time the College Board is providing teachers training that allows teachers to analyze results of the PSAT and SAT so you are able to align curriculum and aligned instruction. The ACT doesn't have the curriculum alignment.*

*Ms. Conn would like the ACT as she understands some students are better at the SAT, and some students are better at ACT. If both options aren't offered we aren't serving all students. Dr. Murphy added that we currently do offering both the SAT and the ACT, however we only pay for the SAT.*

*Mr. Griffiths asked why the District does not pay for the ACT. The School Day SAT we offered this year because of the long standing relationship with the College*

*Board. Dr. Murphy added that it is disruptive to give all juniors and seniors an Assessment multiple times a year. Dr. Murphy will work on arranging a Spring ACT.*

- 2. Mr. Porter provided a preliminary summary report of positions added to the District from Fiscal Year 2015 through Fiscal Year 2019. The majority of the positions were added in the 2015, 2016 and 2017 years. The number of School base positions is slightly over 80, many due to a revised staffing allocation calculation, but include 10 ESE aides, 10 ELL aides, 4 ELL Teachers, 5 Deans, as well as teachers. The number of Districts based positions added was 33 positions (primarily hourly classification) during the 2015-2016 School Year.*
- 3. Recapping the April 12 KWHS incident concerning a student with a loaded hand gun on campus, Mr. Porter commended the KWHS administration and Key West Police Department for doing a great job during a dangerous situation. Principal Acevedo worked very hard to work with students and parents.*
- 4. The May 21 School Board meeting has been canceled. The May 14 Board meeting will be the only May meeting.*

## **Board**

*Mr. Griffiths is looking forward to feedback from Mr. Porter's State of District Presentations including results from faculty, student and community presentations. Mr. Porter is hopefully there will be over 500 responses.*

*Ms. Conn asked if Mr. Porter has presented to EL parent groups.*

*Mr. Dick reported that the Marathon American Legion is sending two students to Boys States and the Islamorada American Legion is sending one student, so three students will be sponsored.*

*Mr. Highsmith received an inquiry about the ROGO units from Marathon Manor and asked for an status update. Mr. Lefere reported the District still has what is classified as 50 "affordable" ROGO units. Mr. Smit was asked about the status of ROGO units for the Sugarloaf Property. Transferring units from the City of Marathon to the county needs to be addressed.*

*Mr. Highsmith thanked District staff for their response to a recent parent concern.*

*June starts hurricane season and Mr. Highsmith would like an understanding of the District's relationship with Emergency Management, and how the District assets will be protected. Mr. Lefere is working on a new Memorandum of Understanding with the County Emergency Management Department.*

*Ms. Conn asked about the District's actual hurricane plan? What are the steps we take when a hurricane is coming? The new Memorandum of Understanding may address some on the plans.*

**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**
- 5. Grading**

## G. ACTION ITEMS

1. Approval of Budget Summary Reports February 2019  
*Recommendation for approval was made by the Superintendent*  
*Motioned by: Mr. Griffiths*  
*Seconded by: Mr. Dick*  
*Vote: Approved*
2. Approval of Award of RFP2019914 Custodial Services to ABM Industry Groups, LLC  
*Recommendation for approval was made by the Superintendent*  
*Motioned by: Mr. Dick*  
*Seconded by: Ms. Conn*  
*Vote: Approved*
3. Approval of Award of RFP 2019913 Banking Services to Centennial Bank  
*Recommendation for approval was made by the Superintendent*  
*Motioned by: Mr. Dick*  
*Seconded by: Ms. Conn*  
*Vote: Approved*
4. Approve Receipt of Capital Donations from Yamaha to Monroe County School District at CSHS  
*Recommendation for approval was made by the Superintendent*  
*Motioned by: Ms. Conn*  
*Seconded by: Mr. Dick*  
*Vote: Approved*
5. Approve Receipt of Capital Donations from the Miami Dolphins to Monroe County School District  
*Recommendation for approval was made by the Superintendent*  
*Motioned by: Ms. Conn*  
*Seconded by: Mr. Griffiths*  
*Vote: Approved*
6. Approval of Purchase of additional Certiport User Licenses for CTE testing  
*Recommendation for approval was made by the Superintendent*  
*Motioned by: Ms. Conn*  
*Seconded by: Mr. Dick*  
*Vote: Approved*
7. Approval of Expulsion, Case 1819-001  
  
*Recommendation for approval was made by the Superintendent*  
*Motioned by: Mr. Dick*  
*Seconded by: Mr. Griffiths*  
*Vote: Approved*

**ADJOURNMENT – 5:42 pm**