

THERESA AXFORD
Superintendent of Schools



Members of the Board

District # 3
MINDY CONN
Chairperson

District #4
JOHN DICK
Vice-Chairperson

District # 1
BOBBY HIGHSMITH

District # 2
ANDY GRIFFITHS

District # 5
DR. SUE WOLTANSKI

Monroe County School Board Regular Meeting Agenda

BOARD MEETING VIA VIDEO CONFERENCE

Host Location: Coral Shores High School, 8901 Old Highway, Tavernier, FL 33070
Tuesday, September 22, 2020

ATTENDANCE:

Mrs. Mindy Conn
Mr. Bobby Highsmith
Mr. Kenneth Griffiths
Mr. John Dick
Dr. Sue Woltanski

Mrs. Theresa Axford, Superintendent of Schools
Mr. Gaelan Jones, Board Attorney – by conference call

WORKSHOP AGENDA – TIME CERTAIN 4:00 P.M.

1. Sugarloaf Workforce Housing – Gorman and Company, LLC

Board attorney, Mr. Gaelan Jones, introduced Gorman and Company and requested that at the conclusion of the workshop the School Board members please advise if they will not vote on Action Item 4, Approval of Master Development Agreement between Monroe County School District and Gorman and Company, LLC for Sugarloaf Affordable Housing Project RFQ 2020022.

Joel Reed, South East Market President for Gorman and Company, LLC explained the two documents presented in the Action Item agenda: 1.) discussed schematic design, 2.) is the Master Development Plan and said they are asking the School Board to reimburse them for any out of pocket expenses at 90 day mark – such as soil tests, surveying, etc. Joel introduced his team and they shared information about their previous projects within Florida and the Keys specifically, explaining that they understand the logistics of building in the Keys and that they hire locally for the project builds. Completed Keys projects are:

- 1.) Blue Water, Tavernier*
- 2.) Wet Net, Islamorada - 36 units, similar environment and design to school board site*
- 3.) Paradise Point, Key Largo - 42 unit for seniors*

Joel expressed that Gorman and Company understands that the School Board wants the Sugarloaf affordable housing to be for teachers and administrators. He shared survey data that came from staff with incomes of \$57,100 to \$80,000, discussed housing for 80 -100% AMI, how staff would qualify, and that 1, 2 and 3 bedroom units will be available. Mortgage, private equity, and subordinate loans to fund the project would total \$7.2 million.

SCHOOL BOARD DISCUSSION – *There was extensive discussion and questions asked by the School Board members, responses came from Gaelan Jones, Board Attorney, and Joel Reed, Gorman and Company. Topics included:*

- *Mr. Dick asked what the options were if we were unable to fill all units with school District staff. – Master Development Plan and community discussions state that in the event that all units could not be leased to school District staff they would next be opened up to other county government agencies and municipalities.*
- *Mr. Highsmith asked what is the possibility of considering tax credits, or a portion of tax credits, to build. – Fair Housing consideration comes into play with tax credits, under Fair Housing we cannot limit units to school District staff.*
- *Mr. Griffiths presented the suggestion that building houses instead of the units was more financially practical. – The School Board has not received any other bid responses, and this is outside of Gorman and Company scope.*
- *Mrs. Conn asked if bundling the Sugarloaf and Trumbo projects could save on building costs. - The School Board has not received any other bid responses. This is not likely.*
- *Possibly building fewer units as a cost savings. – Not possible financially.*
- *Mrs. Conn requested 1.) a new survey to surveyed employees, 2.) samples of what the units and specific rent numbers so employees know exactly what to expect – Gorman and Company will prepare so that results will be available for the October 13, 2020 School Board meeting. Monroe County School District Human Resources and is working with Gorman and Company. Results will be ready for review before the October 13, 2020 School Board meeting.*

School Board members Mr. Dick, Mr. Highsmith, Dr. Woltanski, and Mrs. Conn agreed not to make a vote tonight but rather wait for the new survey results. Multiple members of the School Board acknowledged and thanked Gorman and Company for their bid response.

2. Purchasing Card Cash Back, B. Anders

Due to the time constraint, this item was omitted from the Workshop agenda.

REGULAR MEETING AGENDA – Actual 5:23 P.M.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

A. 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 to withdraw:

- *Action Item 1, Adopt Resolution 837 – Roll Call Approval of 2020-2021 Final Millage (each millage by separate vote), because it was voted on at the September 8, 2020 Board meeting.*
- *Withdraw Action Item 4, Approval of Master Development Agreement between Monroe County School District and Gorman and Company, LLC for Sugarloaf Affordable Housing Project RFQ 2020022, per the Workshop decision.*

The Superintendent recommended to amend:

- *Move Workshop item 2, Purchasing Card Cash Back, to Reports due to Workshop time constraint.*

Recommendation to adopt the amended agenda was made by the Superintendent

Motioned: Mr. Dick

Seconded: Dr. Woltanski

Vote: PASSED

B. APPROVAL OF MINUTES

Recommendation for approval was made by the Superintendent

Motioned: Mr. Dick
Seconded: Dr. Woltanski
Vote: PASSED

D. 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 Board Secretary prior to a Board Meeting will not additionally be read into the record at the meeting.

PLEASE CALL 305-293-1400, EXT. 53323 TO SPEAK DURING OUR CITIZEN INPUT SEGMENT.

There was no Citizen Input.

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 Contract Renewal 1 of 3 with Brightview Landscape Services, Inc.
2. Approval of Amendments to 2019-2025 North East Florida Education Consortium (NEFEC) Professional Learning Catalog (PLC)
3. Personnel Recommendations for 2020-2021 School Year
4. Approval of Edmentum Contract Addendum
5. Approval of Procurement Card Transaction Reports for the Statement ending August 5, 2020
6. Approval of 2020-2021 Salary Schedules
7. Renewal of Instructure/Canvas Learning Management System

Recommendation for approval was made by the Superintendent

Motioned: Mr. Griffiths
Seconded: Mr. Highsmith
VOTE: PASSED

F. REPORTS

- 1.) *P-Card Cash Back, Mrs. Beverly Anders – Executive Director of Finance and Performance*

Mrs. Anders presented the current status of school District P-Cards: 78 staff cards - approximately 2 cards per department, grant programs use P-cards, currently approximately \$1.8million per year is spent on P-cards - our current cash back is approximately \$25,000 per year, however with this new program, cash back could approach \$50,000 per month. She also presented the benefits of expanding school District use of P-cards: it is a revenue source, it offers an increased vendor selection – most agree to no fee for use, it will decrease the number emergency purchase orders placed, and we will benefit financially if we add a P-card to the Finance department for payment of utilities/contracts/monthly services/etc – for security purposes there would be 1 card only for the Finance department, it will not leave the office and would remain locked away. Further, Mrs. Anders explained the accountability procedures that are currently in place and the additional accountability that can be put in place to enhance security. The school District could qualify for approximately another \$500,000 per month in eligible spending. Feedback from other school districts have said they are earning great cash back. Suanne Lee, Director of Internal Services,

shared that other school districts even use P-cards for textbook purchases and bidding – that the cash back amount is written into bid contract.

SCHOOL BOARD DISCUSSION

The Superintendent expressed that this allows us to make our money work for us and increase our ability to do more with staffing and other areas of need. Other school districts are including cash back income in their budgets.

Mr. Dick shared his concerns of the previous experience when it didn't work out. He felt it could be dangerous situation even with safeties in place and doesn't want to rush into this.

Mr. Griffiths asked if purchases can be seen online. – Yes. He thought this great.

Mrs. Conn had concerns about the number of P-cards that are in circulation. She requested further discussion at the next school Board meeting about how accountability has changed/improved since the previous problem.

The Superintendent recommended that specific data from a successful school district would help support this.

Mrs. Anders agreed to have this prepared.

GOAL 4: Safety and Security

1.) Updates to the Guidebook for Safely Reopening Schools, F. Herrin

Dr. Frannie Herrin, Executive Director of Teaching and Learning, presented the three updates to the District Guidebook: 1.) the guidelines focused on student and family safety, with the support of Union negotiations we have included the guidelines for the safety of our teachers and staff, 2.) we corrected the school start date, 3.) the District will maintain wearing masks to keep everyone safe.

The current data shows we have approximately 200 students that have selected virtual schooling and approximately 93 have chosen home school. We are contacting families of any child that was marked as unenrolled for not showing up at school and have learned that many of these families left the Keys to get work, but have their child/children enrolled in our virtual learning, and plan to return to the Keys when work is again available. A positive note on our virtual program is that parents see a much better product than last year – our teachers are doing a great job!

SCHOOL BOARD DISCUSSION

Dr. Woltanski asked if we have any teachers that have asked to go virtual that we do not have a place for therefore they asked to resign or have requested a leave of absence? - Until we know firm numbers of how many students will remain virtual, which we won't know until after September 30, we cannot make virtual offers to staff, however yes we are trying to place them based on their needs. We want to match staff to their needs. She also asked what is the normal number for VPK enrollment? – Normally more than 450 VPK students, we are currently down to about 60 VPK students. Lastly she asked if 71 is the true homeschool total? – Yes. Yesterday was almost 200, so we're getting them back now that in-person schooling is taking place.

Mr. Dick asked if enough students participate daily in virtual learning to add more virtual teachers? – No, but we have specific needs that we are trying to fill such as two ESE positions. He also asked are students leaving virtual learning to go back to school? – Students add and drop daily, therefore the numbers change daily.

The Superintendent informed the Board that Mr. Harry Russell has already taken care of the medically vulnerable teachers, now we are working with teachers with other needs – such as having a medically vulnerable spouse, etc – and so far, we have been successful. We're going case by case to facilitate teacher needs.

Mr. Harry Russell explained that as of September 21, 33 teachers had requested to teach virtual - 14 were given the opportunity, the remainder – some decided it was not for them, 3 or 4 chose FMLA due to childbirths, etc.

Mr. Griffiths asked if the students that live elsewhere but use Monroe virtual, do they count for FTE? – Yes. Any unsuccessful virtual students, DOE requires we offer choices to help student success – to include return to brick and mortar, therefore our numbers ebb and flow. He also asked are some students on state virtual as well as Monroe virtual? - Some 6-12th students who are taking Monroe virtual through NEFEC need a specialty course, then they take an Edmentum course if we cannot offer it. The funding is good and does not affect our funding at all.

Legal

No legal report.

Mr. Pat Lefere, Executive Director of Operations and Planning, asked the Superintendent if we need to schedule a Closed Session for Bargaining at the October 13, 2020 Board meeting? – Yes.

Mr. Jones, School Board Attorney, announced the intention of the School Board to hold a Closed Session at the October 13, 2020 School Board meeting and requested the Superintendent announce who will be in attendance.- Dr. Herrin, Dr. Murphy, Mr. Russell, Mrs. Anders, Superintendent. Mr. Jones requested this Closed Session be added to that meeting agenda.

Superintendent

1) Update on Safely Reopening Schools

The Superintendent explained that she had been to every school throughout the district – it is exciting to see everything in place and teachers are excited to have students back. This time has created many “Ah-ha moments” to consider continuing going forward - eg orientation was very popular and could continue. Parents are more confident now that they are seeing everything in action, staff are more calm having students back, everyone is joyful, everyone shows confidence in safety procedures, and families feel refreshed to be back in routines. We will continue to be vigilant. She recognized Daliana Goins and Erin Williams for the efforts. Erin Williams presented the document A Return to Face-to-Face Instruction: Answering Those “What if...” Questions, to help families understand the Guidebook guidelines that was created by the Back to School Task Force. The purpose is to make it easier for families to get information than navigating the Guidebook. It has DOH stamp approval and is available on the Monroe County School District website.

2) Covid-19 Dashboard

We are still working with DOH to get approval for our Dashboard. We want to be transparent with matching DOH data. DOH is very concerned about maintaining confidentiality, especially within our small communities.

Mrs. Conn thanked Dana Portillo and Erin Williams for the work.

Mr. Highsmith asked when will there be DOH discussion about moving to phase 1, because the A/B schedule isn't working. - New CDC guidelines are more specific regarding what is considered “minimal”,

they want positive case rates at 1% but we are at 3.5%. We will have this discussion with Mr. Bob Eadie of the DOH. He also recommended that if we're going to be in this phase for a while, we should consider adjusting the A/B schedules to have more synchronous learning. – We can work on that.

Dr. Woltanski would like the DOH community metrics update included on our dashboard.
Board

Mr. Highsmith felt that although in-person meetings are important, the travel to meetings is an inefficient use of time and resources. He feels that the virtual meetings should be continued and developed into a hybrid model up and down Keys, so that we can choose to attend in-person or virtual.

Mr. Dick felt that if the School Board is asking staff to attend in-person that the Board should too, however in future a hybrid is smart. He was in a lot of the schools today and can see that all is going well.

Mr. Griffiths acknowledged that the working community says they are very thankful that we are back at school.

Dr. Woltanski said that the new Key Largo School gym renovation is great and is a gym to be proud of. She also felt that one of the benefits of the virtual meeting is the public comment by phone allows more accessibility for all, and maybe we can continue this as an option. At tomorrow's State Board of Education meeting Monroe County School District will be designated as an 'Academically High Performing' school district – this gives our District three years of flexibilities that we should consider during this tough financial time, see section 1003.621 of law."

Mrs. Conn expressed that she has visited schools and experienced good staff presence to ensure safety. She appreciates all their work. She is proud and excited.

RECESS

G. PUBLIC HEARING

Second Reading: 77008 Enterprise Resource Planning (ERP) System Coordinator Job Description

Superintendent advised that this is a reorganization in the Finance department, not a new position.

No public input.

RECONVENE

H. ACTION ITEMS

1. Adopt Resolution 837 – Roll Call Approval of 2020-2021 Final Millage (each millage by separate vote): WITHDRAWN

- a. Required Local Effort 1.5640*
- b. Basic Discretionary Local 0.7480*
- c. Additional Voted Half Mill 0.5000*
- d. Additional Voted Safety and Security 0.0400*
- e. Capital Outlay 0.500*
- TOTAL MILLAGE 3.3520*

2. Adopt Resolution 838, Roll Call Approval of 2020-2021 Final Budget

Recommendation for approval was made by the Superintendent

VOTE BY ROLL CALL

Mr. Highsmith - Yes

Mr. Griffiths - Yes

Mr. Dick - Yes

Dr. Woltanski - Yes

Mrs. Conn - Yes

VOTE: PASSED

3. Approval of Job Description 77008 Enterprise Resource Planning (ERP) System Coordinator

Recommendation for approval was made by the Superintendent

Motioned: Mr. Highsmith

Seconded: Mr. Dick

VOTE: PASSED

~~4. Approval of Master Development Agreement between Monroe County School District and Gorman and Company, LLC for Sugarleaf Affordable Housing Project RFQ 2020022 WITHDRAWN~~

ADJOURMENT 6:25pm