



“Student Success,  
Whatever It Takes”

## SCHOOL BOARD OF MONROE COUNTY WORKSHOP AND ORGANIZATIONAL MEETING MINUTES

November 17, 2009 at 1:30 PM

A. J. Henriquez Adm. Bldg.  
241 Trumbo Road, Key West, Fl. 33040

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**PRESIDING:** Superintendent Burke, Chair and Andy Griffiths, Chair

**PRESENT:** John Dick; Andy Griffiths; Duncan Mathewson; Steven Pribramsky; Debra Walker; Mike Henriquez, Acting Superintendent and School Board Attorney Richard Collins and Attorney Dirk Smits

### **WORKSHOP ITEMS 1:30 P.M. (revised 11/12/09)**

1. 10<sup>th</sup> Anniversary of Take Stock in Children Week Proclamation. Goal Area 2, 10 Min.  
Members of the Ed Foundation Board were presented the Proclamation Resolution 738 by Dr. Burke.
2. Discussion on the Facilities Use Policy, Goal Area All, 30 Min. The Superintendent recapped the policy with the Board and asked for direction on continued execution of current or revision of said policy. Dr. Mathewson provided a history of the CSHS PAC contracts with the local non-profits. Mr. Dick stated that we should not be making a profit from the use of the PAC's by local non-profits but however, our expenses should be covered. Mr. Pribramsky agreed that break even costs should be paid. Dr. Mathewson posed three criteria to go by. Dr. Walker also agreed the break even costs should be applied. Dr. Mathewson asked by the A/C charge and the requirements. Mr. Sims explained the differences in costs. Mr. Sims asked for direction on the other non-profits we partner with at our facilities and how to charge them for utilities such as the Boys and Girls, Literacy Volunteers, and TSIC, etc... The Board's intent is to have a break even policy for the non-profits.
3. Board Direction on Evergreen and MAG Report Draft Analysis and Exhibits, Superintendent, Goal Area All, 30 Min. (UD11/16/09) The Superintendent asked for direction on how to move forward with these reports. Mr. Dick stated that the Board did not get the same content in the report as the Administration received. He feels this is one reason to go after the MAG personnel. Mr. Fechter recapped his findings of his review of the MAG report specifically outlining the decreased job descriptions. Mr. Fechter did state the job description for the Adult Education Director violates state law. The Board directed Mr. Smits to move forward with contacting Ms. Long at MAG and looking into recouping the monies paid. Mr. Fechter explained his findings concerning the amended job descriptions.
4. Update on HeadStart Program and Strategic Plan, Angela Whidden, Goal Area 1, 15 Min (UD11/17/09) Ms. Whidden briefed the Board on an update of the Head Start program and its stats. Currently, there is a waiting list for Head Start and currently there is nothing the district can do to increase the classes. She reminded the Board they had previously received the Grant submission. Working with FKCC to get family services workers certified. The

program is paying for the training. Dr. Walker would like to see the gap of students needing a slot in the district reduced for next year. Dr. Burke agreed to continue to look at this for next year. 2010 is the year that Federal Reviewers will be here. Mr. Dick will be the Board Liaison for this review.

5. Discussion on Draft Blood Borne Pathogens Procedures and Addendum to Existing Policy, Superintendent, (added 11/12/09), Goal Area 5, 15 Min. (moved from Discussion 11/17/09) Sunny Booker welcomed input from the Board. The procedure is new this year and will be considered for inclusion as Board Policy. Mrs. Herrin asked if there was a set protocol on the custodial side for their protection? Mrs. Herrin asked if they should wear safety goggles, gloves or aprons as indicated in the procedure. Dr. Burke suggested a technical assistance memo for onsite equipment and protocol for dealing with the pathogens by the custodians. The principals need to know specifically how to deal with the bio-hazardous waste. The draft policy will be placed on a future agenda for adoption.
6. Discussion on High School Improvement Plans, 60 Min. Mr. Martin presented to the Board the Coral Shores High Summary and their SIP:  
[http://www.flbsi.org/0910\\_SIP/Public/print.aspx?uid=440041](http://www.flbsi.org/0910_SIP/Public/print.aspx?uid=440041). Dr. Walker wanted to know about the academies and the science instruction to get it where it needs to be. Dr. Mathewson questioned the academic achievement for this year and the differences from last year. The Superintendent outlined future communication with teachers regarding the FAIR data and future use.

Mr. Russell presented to the Board the Marathon High School Summary and their SIP:  
[http://www.flbsi.org/0910\\_SIP/Public/print.aspx?uid=440131](http://www.flbsi.org/0910_SIP/Public/print.aspx?uid=440131). Mr. Dick asked about the alternative education program and if Mr. Russell is pleased with the program. Mr. Russell is pleased with the program and its partnership. Mr. Russell is not pleased with its location being "on campus". Mr. Dick queried about a central location for this program district-wide. Mr. Pribramsky questioned discipline and why are there many out of school suspensions. Dr. Messier explained the DOE ratio of ethnicity. Mrs. Herrin advocated problem solving to help these students to be successful. Dr. Burke would like to bring Katie Haicock to the district. Dr. Mathewson would like to challenge these children. Dr. Burke is seriously considering intervention targets for second language learners. Dr. Burke stated there is a team to put into place a international baccalaureate program.

Key West High School Summary – SIP:

[http://www.flbsi.org/0910\\_SIP/Public/print.aspx?uid=440101](http://www.flbsi.org/0910_SIP/Public/print.aspx?uid=440101) Mr. Welsh addressed alternative placement.

**ORGANIZATIONAL & REGULAR MEETING – 5:00 P.M.**

**SUPERINTENDENT CALLED THE MEETING TO ORDER, THOUGHT FOR THE DAY, AND PLEDGE OF ALLEGIANCE.**

ADOPT AGENDA ~ Superintendent's and/or School Board Members request to amend the agenda or remove items from the consent agenda.

**DELETION:**

Action Item 2. Adopt Ethics Policy. Goal Area All

**MOVED TO ACTION**

22. Approve Schedule of Investments for months [July](#) and [August](#) 2009. Goal Area 8 (ud11/12/09 becomes Action Item 9
16. Approve Invoice for Fowler White and Boggs, Goal Area 5 becomes Action Item 10

**ADDED FOR CAUSE**

Action Item 11 – Approve the Greater Florida Consortium of School Boards Platform

**ELECT CHAIRMAN OF THE BOARD** - Mr. Pribramsky nominated Andy Griffiths for another term as Chair and thanked him for his service as past chair. Dr. Walker moved to close nominations. Mr. Griffiths was selected as the Chairman of the Board for 2009-2010.

**ELECT VICE-CHAIRMAN OF THE BOARD** – Dr. Mathewson nominated Dr. Walker as Vice Chair. Andy Griffiths nominated Mr. Dick as Vice Chair. Dr. Mathewson questioned a recent quote by Mr. Dick and Mr. Dick admitted a quote concerning the Board was made. Mr. Pribramsky stated the he believed Mr. Dick to be the best guy for the job, and with that Dr. Walker closed nomination by removing her name from consideration. Mr. Dick was selected as Vice Chair by acclamation.

**RECOGNITION**

1. Student Recognition
  - a. Zachary Messenger – Sigsbee Exemplar Citizen
3. Outstanding Accomplishments
  - a. Jennifer Catalano – ESE Glynn Archer
  - b. Sigsbee Problem Solving/Response to Intervention Team
  - c. Poinciana Elementary, Gerald Adams Elementary, and Sugarloaf Elementary/Middle School, Five Star School Award
  - d. Poinciana – Partner in Education with the Coast Guard Command Knight Island Port Crew

**AGENDA FORMAT** - No changes were made to the agenda format for Workshops or Regular Meetings at this time. It is the desire of the Chair to agenda this item for future discussion possibly during the Board’s retreat on December 7<sup>th</sup>.

**SCHOOL BOARD MEETING SCHEDULE** - No changes were made to dates, times or places of the Board Meetings. They will remain the same. The Workshops will begin at 10:00 am on the 2<sup>nd</sup> Tuesday of the month and the Regular meeting will begin at 5:00 pm the 4<sup>th</sup> Tuesday of the month.

**BOARD DISCUSSION ITEMS**

0. Ms. McPherson continued with the Student Improvement Plans for Key West High School. Mr. Pribramsky asked about Super Seniors, students that are older than

most that seem to remain on campus. Mr. Welsh addressed his concern. Mr. Pribramsky asked on what they look for in coaches. Mr. Pribramsky thanked him for his use of connect-ed. Dr. Mathewson likes their new reading strategies and asked about others they may use for increasing their SAT scores by 20 points. Dr. Burke will work on private partnerships to cover the expenses of having the 9<sup>th</sup> graders take the PSAT test.

1. Discussion on Selecting a Small School District Council Consortium Representative. The Board did not select a the Representative
2. Discussion on Selecting the 2008 Value Adjustment Board Representative & Alternate. Mr. Pribramsky is the Representative and Dr. Mathewson is the alternate.
3. Discussion on Selecting the Florida School Boards Association Legislative Liaison and Board, Alternate. Goal Area All, 5 min. No representative was selected as the District is no longer a member.
4. Discussion on Selecting the Greater Florida Consortium of School Boards Representative. Chairman Griffiths is the Representative.
5. Discussion on 2010 GFCSB Legislative Platform, Andy Griffiths, Goal Area All. Mr. Vern Crawford, Lobbyist, discussed the platform with the Board. The Board will move forward with the platform.

## **CONSENT ITEMS**

### **Upon the Recommendation of the Superintendent**

Mr. Dick motioned, and Mr. Pribramsky seconded to approve in bulk items 1-15, 17-21, and 23-25

1. Approve Volunteers for the District. Goal Area 4
2. Approve the Recommendations for Support Services Personnel Employed and Terminated for the 2009-2010 School Year. Goal Area 4
3. Approve Requests for Leave. Goal Area 4
4. Approve the Recommendations for Instructional Personnel Employed for the 2009-2010 School Year. Goal Area 4
5. Approve the Recommendations for Administrative Personnel Employed for the 2009-2010 School Year. Goal Area 4
6. Adopt Revised Salary Schedule Supplemental Page for Non-Instructional. Goal Area 4
7. Approve Request Approval of Recommendations to Advertise/Fill Open Positions. Goal Area 4 (11/13/09)
8. Approve District Travel A, B, C, D, E, F, G, H1+2 (ud11/12/09), I, J, K, L, M, N, O. Goal Area 5
9. Approve After-the-Fact District Travel A, B, C, D, E. Goal Area 5
10. Approve Interagency Cooperative Agreement between the Monroe County School District and the Monroe County Sheriff's Office for Inmate Education. Goal Area 3
11. Adopt School Advisory Council Compositions. Goal Area All.
12. Approve Lease with Deputy Roger Bluestone for the land for the Security Trailer at the Administration Building. Goal Area 6
13. Approve 1st Amendment to the Interlocal Agreement with Monroe County Board of County Commission for the Joint Use Park at Sugarloaf School. Goal Area 6

14. Approve Contract with EHAYES. Goal Area 7
15. Approve Invoice for John R. Collins, Goal Area 5
17. Approve Contract Amendment for Vernis & Bowling of the Florida Keys, Inc. increasing the budget line for their non-litigation contract.
18. Award Bid 404 and Approve Contract for Gomez & Son Fence. Goal Area 6
19. Approve Contract with the County Health Department. Goal Area 6
20. Approve Minutes September 22, 2009; September 28, 2009; October 13, 2009 (11/13/09). Goal Area All.
21. Approve Bank Reconciliation for the months of July and August 2009. Goal Area 8 (ud11/12/09)
23. Approve Warrants for the Months of July and August 2009. Goal Area 8 (ud11/12/09)
23. (miss numbered) Approve Daycare Report for the Month of July 2009. Goal Area 8 (ud11/12/09)
24. Approve Financial Reports for Montessori Elementary School for August and September 2009. Goal Area 8 (ud11/12/09)

Motion passed without objection  
(Copy in SMB 48, page 152)

#### **CITIZEN INPUT**

Lorianne Oxley – teacher salaries  
Karen Doyle – teacher salaries  
Mary Maxwell – teacher salaries  
Chuck Oakwood - teacher salaries  
Peggy Thatcher - teacher salaries

**PUBLIC HEARING** convened for the public to discuss:

1. Proposed Telecommunications Policy. No one from the public addressed the Board concerning this policy.
2. Proposed Ethics Policy was deleted and not discussed.

#### **ACTION ITEMS**

##### **Upon the Recommendation of the Superintendent**

Dr. Walker motioned, and Dr. Mathewson seconded to approve

1. Adopt Telecommunications Policy. Goal Area All

Motion passed without objection  
(Copy in SMB 48, page 153)

##### **Upon the Recommendation of the Superintendent**

Mr. Pribramsky motioned, and Dr. Mathewson seconded to approve

5. Approve Amended Sigsbee Charter School Contract Extension. Goal Area 5 (UD11/16/09)

Motion passed without objection  
(Copy in SMB 48, page 153)

**BUDGET ITEMS – It was the consensus of the Board to table the three budget items below.**

3. Approve Budget Amendments, Resolutions No. 736 and 737. Goal Area 8 (ud11/12/09)
  4. Approve Financial Statements July and August 2009. Goal Area 8 (ud11/12/09)
- Consent Item 22 - Approve Schedule of Investments for months July and August 2009.  
Goal Area 8 (ud11/12/09) becomes Action Item 9

At a future meeting the Board will agenda the a discussion on the purchases and budget for the buses, and the Ynet contract.

**Upon the Recommendation of the Superintendent**

Dr. Walker motioned, and Dr. Mathewson seconded to approve

6. Grant the Superintendent Authority to Advertise for Classroom Level Personnel. Goal Area 4

Motion passed without objection  
(Copy in SMB 48, page 154)

**Upon the Recommendation of the Acting Superintendent**

Dr. Walker motioned, and Dr. Mathewson seconded to approve

7. Approve Contract with Sprint. Goal Area 7 (UD11/12/09)

**ROLL CALL**

**MR. DICK NO**

**DR. MATHESON YES**

**MR. PRIBRAMSKY YES**

**DR. WALKER YES**

**CHAIRMAN GRIFFITHS YES**

Motion passed  
(Copy in SMB 48, page 155)

**Upon the Recommendation of the Superintendent**

Dr. Walker motioned, and Mr. Pribramsky seconded to approve

8. Adopt School Improvement Plans. Goal Area 3

§ Gerald Adams Elementary School Summary –

SIP: [http://www.flbsi.org/0910\\_SIP/Public/print.aspx?uid=440311](http://www.flbsi.org/0910_SIP/Public/print.aspx?uid=440311)

§ Glynn R. Archer Elementary School Summary -

SIP [http://www.flbsi.org/0910\\_SIP/Public/print.aspx?uid=440152](http://www.flbsi.org/0910_SIP/Public/print.aspx?uid=440152)

§ Horace O'Bryant Middle School Summary–

SIP [http://www.flbsi.org/0910\\_SIP/Public/print.aspx?uid=440111](http://www.flbsi.org/0910_SIP/Public/print.aspx?uid=440111)

§ Key West High School Summary–

SIP [http://www.flbsi.org/0910\\_SIP/Public/print.aspx?uid=440101](http://www.flbsi.org/0910_SIP/Public/print.aspx?uid=440101)

§ Keys Center Academy Summary–

SIP [http://www.flbsi.org/0910\\_SIP/Public/print.aspx?uid=440106](http://www.flbsi.org/0910_SIP/Public/print.aspx?uid=440106)

§ Poinciana Elementary School Summary –

SIP [http://www.flbsi.org/0910\\_SIP/Public/print.aspx?uid=440161](http://www.flbsi.org/0910_SIP/Public/print.aspx?uid=440161)

§ Sigsbee Elementary School Summary –

SIP [http://www.flbsi.org/0910\\_SIP/Public/print.aspx?uid=440181](http://www.flbsi.org/0910_SIP/Public/print.aspx?uid=440181)

Motion passed without objection  
(Copy in SMB 48, page 156)

**ADJOURNMENT**

There being no further business, the Chair adjourned the meeting.

Andy Griffiths  
Andy Griffiths, Chair

Joseph P. Burke  
Dr. Joseph P. Burke, Superintendent