



**Regular School Board Meeting Minutes
Tuesday, November 9, 2004 – 7:00 p.m.
School Board Meeting Room
Stuart, FL 34994**

Members Present

Dr. David Anderson
Vicki Davis-Chair
Susan Hershey – Vice-Chair
Laurie Gaylord
Lorie Shekailo
Dr. Sara A. Wilcox, Superintendent
Tom Elfers, School Board Attorney
Katie Gillen, Student Representative (MCHS)

Members Absent

None

Staff Present

Rose Taylor, Ruth Pietruszewski, Dodie Graham, Ray Parrish, Stacey Chados, Rae Hollenbeck, Dr. Joyce Holmes, John Klatt, Darrell Miller, Darla Miloszewski, Deana Newson, Leighton O'Connor, Rodger Osborne, Dr. Frank Raffone, Willie Sauls, Julie Sessa, Marshall Skinner, Karen O'Connor, Linda King

Public

Peg Nott, Dianne Falvo, Stella Boland, Nancy Kline, Marilyn Mordes

Press

PBPost – Rani Gupta

Stuart News – Kelly Tyko

MCEA – Jeanette Phillips

AFSCME – absent

Call to Order by the Chairman and Pledge of Allegiance to the Flag of the United States.

1. Adoption of the Agenda:*

A. Additions, Deletions or Amendments to the Agenda

Dr Sara A. Wilcox requested to remove Item 10-F under Construction from the agenda.

B. Approval of the Agenda

Dr. David Anderson moved approval of the agenda as modified, Sue Hershey seconded, and the motion carried unanimously.

2. Approval of the Minutes:*

Sue Hershey moved approval of the 10/19/04 Regular School Board Meeting, the 9/10/04 Emergency School Board Meeting, and the 6/29/04 Joint Meeting, Dr. David Anderson seconded, and the motion carried unanimously.

3. Recognitions:* None

4. Presentations:* None

5. Open to the Public:*

- Peg Nott, Martin County resident, shared her opinions on block scheduling. She offered suggestions on tracking the outcome effecting SAT and FCAT scores. She volunteered her assistance to the block scheduling committee.

6. Removal of Items from the Consent Agenda:* None

7. Approve Consent Agenda:*

Sue Hershey moved approval of the Consent Agenda, Laurie Gaylord seconded, and the motion carried unanimously.

8. CONSENT AGENDA

- A. 04/05 FY Attendance Zones:* None

- B. Requests:*
 - 1. Use of Facilities:* (COPY ATTACHED)
 - 2. Field Trips / Use of Buses / Vehicles:* (COPY ATTACHED)

- C. New Agreements:*
 - 1. Approve Affiliation Agreement between Nova Southeastern University, Inc. and the School Board of Martin County (COPY ATTACHED)

- D. Renewal Agreements:*
 - 1. Approve the Agreement between the School Board of Martin County and Chapman School of Seamanship (COPY ATTACHED)
 - 2. Approve Addendum to Existing Affiliation Agreement with Martin Memorial Health Systems, Inc. and Martin Memorial South to include all Martin County School District Schools (COPY ATTACHED)

- E. Renewal Grants:*
 - 1. Approve Continuation of Adult Education and Family Literacy, State Leadership Section 22.3 Grant for BOSS – Bridging Opportunities to Self-Sufficiency for \$30,000 (COPY ATTACHED)

- F. Personnel Items:*
 - 1. Schedule of Personnel Recommendations (COPY ATTACHED)
 - 2. Leaves Authorized by the Superintendent (COPY ATTACHED)
 - 3. Revised Job Descriptions
 - a. Accounting Specialist (COPY ATTACHED)
 - b. Athletic Director (COPY ATTACHED)
 - c. Administrative Technology Coordinator (COPY ATTACHED)
 - d. Air Conditioning Mechanic (COPY ATTACHED)
 - e. Assistant Payroll Manager (COPY ATTACHED)
 - f. Assistant Payroll Supervisor (COPY ATTACHED)
 - g. Assistant Principal, Elementary School (COPY ATTACHED)
 - h. Assistant Principal, High School (COPY ATTACHED)
 - i. Assistant Principal, Middle School (COPY ATTACHED)
 - j. Assistant Secretary (COPY ATTACHED)
 - k. Assistant Superintendent for Leadership Services and Planning (COPY ATTACHED)
 - l. Attendance Officer (COPY ATTACHED)
 - m. Behavioral Specialist (COPY ATTACHED)
 - n. Benefits Specialist (COPY ATTACHED)
 - o. Bookkeeper, Head Start (COPY ATTACHED)
 - p. Bookkeeper, School (COPY ATTACHED)
 - q. Budget Analyst (COPY ATTACHED)
 - r. Bus Assistant (COPY ATTACHED)
 - s. Bus Operator (COPY ATTACHED)
 - t. Carpenter (COPY ATTACHED)
 - u. Cashier (COPY ATTACHED)
 - v. Executive Director of Finance (COPY ATTACHED)
 - w. Director of Purchasing and Warehousing (COPY ATTACHED)
 - x. Public Information and Community Relations Specialist (COPY ATTACHED)
 - y. Director of Food Services (COPY ATTACHED)
 - z. Director of Transportation (COPY ATTACHED)
 - aa. Transportation Operations Supervisor (COPY ATTACHED)

9. Items Removed from the Consent Agenda:* None

10. Construction:*

Lorie Shekailo requested a discussion on Item 10-I. *Sue Hershey moved approval of Items 10 A through H, Lorie Shekailo seconded, and the motion carried unanimously.*

- A. Approve Contract Amendment #2 with Florida Architects, Inc. for Warehouse Repairs (COPY ATTACHED)

- B. Approve Contract Amendment #1 with Florida Architects, Inc. for Perkins Center (COPY ATTACHED)

10. Construction:* (Con't)

- C. Approve Contract Amendment to URS Corporation (Song + Associates, Inc.) to Provide Professional Services for Design and Contract Administration for Roof Replacement at Crystal Lake Elementary (COPY ATTACHED)
- D. Approve Reduction in Retainage from 10% to 5% for Listed Subcontractors to Catalfumo Construction, Construction Manager at Risk for Port Salerno Elementary Replacement School (COPY ATTACHED)
- E. Approve Partial Guaranteed Maximum Price (GMP) for Pinewood Elementary Hurricane Damage Repairs (COPY ATTACHED)
- F. Approve Construction of Wall at Entry to J.D. Parker School (REMOVED FROM AGENDA)
- G. Approve Ranking for Construction Manager at Risk for Phase Construction Project at Warfield Elementary School, RFQ #040829 (COPY ATTACHED)
- H. Approve Extended Deadline for the Technical Advisory Committee (TAC) Report for the Elementary School Site (COPY ATTACHED)

I. Approve Adjustment to Guaranteed Maximum Price (GMP) for Hobe Sound Elementary Replacement School (COPY ATTACHED)

Rodger Osborne, Director of Facilities and Planning, addressed the board members on Item 10-I. Martin County School District's strong internal controls uncovered an error in Pirtle Construction's calculation of the guaranteed maximum price to rebuild Hobe Sound Elementary. Lorie Shekailo complimented Steve Rusnak, the District's Capital Project accountant, who discovered the \$387,621.00 overage while performing a line by line analysis of the costs. Rodger Osborne assured board members that funds had not been expended, and the only adverse consequence was approval of the larger amount. The mistake would have been revealed through the district's system of checks and balances when payment was requested. Pirtle Construction Company offered a reduction to the GMP from \$14.5 million to \$14.2 million, but requested a \$125,000 increase to the contingency fund, increasing the fund from \$200,000 to \$325,000. Rodger Osborne contributed the increase to the cost of improvements to upgrade services and to extend water lines. Sue Hershey asked if we had locked in bids, and if the contractor was responsible for the water lines. Dr. David Anderson asked if improvements were specifically for our property or would benefit other developments. He wanted to know if additions or changes in the contingency fund are monitored. Rodger Osborne stated that any additions to the contingency fund, either in time or money, were tracked each month. Any agreement for charges to South Martin Utilities would come back to the School Board for approval. The upgrades would only involve our property. He stated that South Martin Utilities was working to find the connection, and he would not have specifics until the surveying and hole digging was finished. Rodger Osborne does not anticipate charges exceeding the contingency fund. Dr. David Anderson moved approval of Item 10-I, Laurie Gaylord seconded, and the motion carried unanimously.

11. Finance:*

Dr. David Anderson moved approval of Item 11, Sue Hershey seconded, and the motion carried unanimously.

- A. Approve Purchase Orders / Contracts (COPY ATTACHED)
- B. Approve General Fund Budget Amendment #05-103 (COPY ATTACHED)
- C. Approve Capital Fund Budget Amendment #05-303 (COPY ATTACHED)
- D. Approve Food Service Fund Budget Amendment #05-4103 (COPY ATTACHED)
- E. Approve Budget Amendment for Special Revenue Funds #05-4203 (COPY ATTACHED)
- F. Approve Budget Amendment for Miscellaneous Special Revenue Funds #05-4902 (COPY ATTACHED)
- G. Approve Budget Amendment for Private-Purpose Trust Funds #05-8501 (COPY ATTACHED)

12. Bid Recommendations:*

Laurie Gaylord moved approval of Item 12, Lorie Shekailo seconded, and the motion carried unanimously.

- A. Renewal Bid
 - 1. MCSB Bid # 00-1033/JK – Fresh Delivered Foods

13. Approve 2004-2005 SAC Membership for: Challenger and V.A.C.E.:* (COPY ATTACHED)

Laurie Gaylord moved approval of Item 13, Lorie Shekailo seconded, and the motion carried unanimously.

14. Approve 2003-2004 SAC School Improvement Plans Final Report and 2004-2005 School Improvement Plans for Challenger and V.A.C.E.:* (COPY ATTACHED)

Sue Hershey moved approval of Item 14, Lorie Shekailo seconded, and the motion carried unanimously.

15. Approve the ESOL K-12 Add-On Endorsement Program 2004-2009:* (COPY ATTACHED)

Sue Hershey moved approval of Item 15, Dr. David Anderson seconded, and the motion carried unanimously.

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16. Approve Salary Schedule Book for 2004-2005:* (COPY ATTACHED)

Dr. David Anderson moved approval of Item 16, Laurie Gaylord seconded, and the motion carried unanimously.

~~**17. First Review and Approve Advertising per APA of Section 0000 Bylaws School Board Policies:***~~

~~Tom Elfers (Ex. to follow)~~

18. Open to the Board:*

Katie Gillen

She provided an update on the high school events and activities. Congratulations to Megan Mc Crystal for finishing 3rd in the state for girl's golf and to the girl's golf team for placing fourth in the state. Girl's Cross Country finished 16th in the state. Juniors at MCHS are now holding their Food for Families drive. Student Government at JBHS is now holding their canned food drive. The Leadership blood drive involved 101 students who donated 78 pints of blood. Spectrum High School has selected their Teacher of the Year-Tera Riva, and their School Related Employee of the Year, a security officer, Dot Bryant. On a human interest story, Spectrum has transferred a student, Juan Martine, back to SFHS. He will be the first in his extended family to receive a high school diploma.

Dr. Sara A. Wilcox

She had a special presentation to honor Vicki Davis, School Board Chair, for her eight years of dedicated service. Vicki has exemplified outstanding leadership and has become influential in the state of Florida. Vicki diligently prepared by researching board agendas and becoming knowledgeable to make informed decisions. She has modeled the highest of integrity and values, and fostered family importance. Dr. Wilcox stated, "She's been on the board for the right reasons." She presented Vicki Davis with a plaque.

Vicki Davis

Vicki replied that this last board meeting was bittersweet. She appreciated the opportunity to serve the students, community, and county. She complimented the board members on their professionalism and willingness to provide information needed to make operational decisions. She looks forward to working with board members in her new position as Supervisor of Elections. She invited the School Board members to attend her swearing in ceremony on January 4, 2005.

Lorie Shekailo

She reiterated Sara's wishes for Vicki's success in her new position. She stated that she was looking forward to having Vicki involved in our schools helping educate the students on their duties of voting as citizens and looking forward to implementation of Vicki's new ideas. She welcomed Ruth Pietruszewski in her new position and supported Katie Gillen's participation on the calendar committee. She attended and enjoyed the homecomings at the high schools. She commended Challenger and VACE on their School Improvement Plans and Final Reports knowing how difficult it is to conform with the populations of the schools. Participating on the State Instructional committee was a tremendous learning experience. Lorie is compiling a list of available Social Studies materials she obtained from the meetings.

Dr. David Anderson

He welcomed Nancy Kline as the new board member. He encouraged Vicki to move forward in her new position and said she would be missed professionally. He recognized M.G Miles in attendance, who was chosen for the first phase of the Warfield project. M.G. Miles thanked the board for the opportunity and hopes he meets their expectations. Dr. David attended the MCHS Veteran's Day program and will attend Hidden Oaks' program tomorrow.

Laurie Gaylord

She thanked Vicki for her leadership and guidance. She also looks forward to educating children on civic duties and responsibilities. She felt the homecomings and games were great. The Town Hall meeting in Hobe Sound included representation from Pirtle Construction, Lee Weberman from Martin County Commission, parents, and Essie Rains, principal of Hobe Sound Elementary. Residents were interested in hearing what was going on and voiced their questions and concerns. The meeting updated residents and gave the school district the chance to showcase our new school. Laurie thanked Lorie Shekailo for attending the calendar committee in her absence. Laurie will be attending the Florida Coordinating Council for the deaf and hard of hearing in Tallahassee next week. Laurie congratulated Katie Gillen on looking beautiful in the homecoming court.

Sue Hershey

Sue reflected back to the time when she became a new board member. Vicki was an exceptional mentor, directing Sue to state and national issues. Sue will attend the theatrical production at MCHS next week. She praised Krystal Wion's instruction and has been impressed with the performances. Board members will ride the holiday bus on December 16th from 8a.m.- 1:00 p.m.

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Dr. Sara A. Wilcox

She stated she will be visiting her favorite veteran, her Dad, on Veteran's Day. She attended a UPK meeting last Wednesday in Tallahassee. Joy Frank was the legislative liaison for the Superintendent's Association. Sara lobbied to have transportation, wrap around services, and a full day for the most vulnerable and needy children. Some of the success we are seeing now is a result of quality services being provided to children in our Pre-K and Head Start programs. A special session is being held on the 13th. Representative Joe Negron was named chair of the Full Appropriations Committee in the House. Representative Negron is very interested in educational funding.

Vicki Davis

She will display her plaque in a prominent position in her new office. She has learned something from each board member.

Dr. Sara A. Wilcox

Usually there is only one board meeting in December. She recommended canceling the December 21st meeting and keeping the December 7th meeting scheduled.

Sue Hershey

She reminded the board of the joint meeting between the city and county that was supposed to be scheduled for December.

Dr. Sara A. Wilcox

Sara reported that it is due in December, but we have not received a date.

Lorie Shekailo

She reminded the board of the special session scheduled for the week of December 13th.

Dr. Sara Wilcox

She will try and get in touch with Russ Blackburn and Dave Collier to get a date set up for the joint meeting. FSBA and FADSS meetings begin on 11/30/04 and continue through 12/3/04.

There being no further business to bring before the Board, the meeting was adjourned at 7:58 p.m.

CHAIR (Vicki Davis)

SECRETARY (Sara A. Wilcox, Ph.D.)