



**AGENDA
SPECIAL SCHOOL BOARD MEETING**

Tuesday, October 6, 2009 – 3:00 p.m.
School Board Meeting Room
500 E. Ocean Boulevard
Stuart, FL 34994

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

1. **Adoption of the Agenda**
2. **Open to the Public**
3. **Removal of Items from the Consent Agenda**
4. **CONSENT AGENDA ITEMS**
 - 4.01 **Personnel Items**
 - a. **Schedule of Personnel Recommendations** (Ex. 4.01a, P. 5 - 14)
 - b. **Leaves Authorized by the Superintendent** (Ex. 4.01b, P. 15)
 - c. **Approve Organizational Chart** (Ex. 4.01c, P. 16 - 18)
 - d. **Approve Corrections to Salary Schedule** (Ex. 4.01d, P. 19 - 21)
 - 4.02 **Other Consent Items**
 - a. **Field Trips/use of Buses/Vehicles** (Ex. 4.02a, P. 22)
5. **Items Removed from the Consent Agenda**
6. **Finance**
 - 6.01 **Purchase Orders/Contracts** (Ex. 6.01, P. 23 - 25)
7. **Construction**
 - 7.01 **Approval to Postpone School Impact Fee Biannual Review to Synchronize with Martin County** (Ex. 7.01, P. 26)
 - 7.02 **Request Approval to Advertise for the Procurement of Firms for District-wide Annual Contracts** (Ex. 7.02, P. 27)
8. **Private Attorney-Client Session Regarding Florida Mechanical, LLC vs. School Board of Martin County, Florida – Case No. 09-2679CA** (Ex 8, P. 28 - 29)
9. **Open to the Board**



UPCOMING MEETINGS

Unless otherwise noted, meetings are held in the School Board Meeting Room, 500 East Ocean Boulevard, Stuart.

REGULAR SCHOOL BOARD MEETINGS

Tuesday, October 20, 2009 – 7:00 p.m.
Tuesday, November 17, 2009 – 7:00 p.m.

SPECIAL SCHOOL BOARD MEETING

Tuesday, October 6, 2009 – 3:00 p.m.
Tuesday, November 3, 2009 – 4:00 p.m.

WORKSHOP

Tuesday, November 17, 2009 – 9:00 a.m. – 3:00 p.m.

PANEL DISCUSSION

MCHS Tiger's Den

Thursday, November 5, 2009 – 11:30 a.m. – 1:00 p.m.

INSURANCE COMMITTEE MEETINGS

Instructional Center, Room 6

October 26, 2009 – 3:30 p.m.
November 23, 2009 – 3:30 p.m.

JOINT MEETINGS

The John F. Armstrong Wing at the Blake Library

Tuesday, January 12, 2010 – 9:00 a.m. (Chair - City of Stuart)
Tuesday, June 15, 2010 – 9:00 a.m. (Chair – School Board)

0169.1 PUBLIC PARTICIPATION AT BOARD MEETINGS

The Board recognizes the value to school governance of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest. In order to permit the fair and orderly expression of such comment, the Board shall provide a period for public participation at those public meetings of the Board during which action may be taken and provide rules to govern such participation in Board meetings. The Chair of each Board meeting at which public participation is permitted shall administer the rules of the Board for its conduct.

The Chair shall be guided by the following policies:

- (1) **Time Limit.** Public discussion, not to exceed one (1) hour, may be scheduled or unscheduled. The Board may, from time to time, waive certain procedural requirements to allow greater public participation in Board meetings. Any waiver, regardless of how frequently made, shall be narrowly construed and not cited or used by other parties seeking to invalidate such procedures or otherwise avoid their impact. Attendees shall register their intention to participate in the public portion of the meeting with the Board clerk.
- (2) **Scheduled Appearances.** In scheduled appearances, any person or group shall be allowed fifteen (15) minutes for the purpose, provided such appearance has been placed on the agenda. Hearing procedures for formal argument and presentation are governed by Bylaw 0169.1.
- (3) **Unscheduled Appearances.** In unscheduled appearances, any person or group who has not made previous arrangements to be placed on the agenda may be heard for not more than three (3) minutes for an individual or group, provided there is time remaining in the public discussion.
- (4) **Remarks Directed to the Board.** When several members of the public or several members of a group share similar opinions on the same issues, a representative, rather than all the members, should address the Board. Persons addressing the Board shall speak into a microphone and direct their remarks to the Board. Staff members shall not be expected to answer questions from the audience unless called upon by the Chair or the Superintendent.
- (5) **Board Action.** Board action will not be taken on requests made during unscheduled appearances during the public discussion period until a later meeting unless the Board declares the matter to be an emergency.

NOTICE OF RIGHT TO JUDICIAL REVIEW

A party who is adversely affected by this Final Order is entitled to Judicial Review pursuant to Section 120.68, Florida Statutes. Review proceedings are governed by the Florida Rules of Appellate Procedure. Such proceedings are commenced by filing one copy of a Notice of Appeal with the School Board Clerk and a second copy, accompanied by filing fees prescribed by law, with the District Court, Fourth District. The notice of appeal must be filed within 30 days of rendition of the order to be reviewed. Rendition is defined as the filing of the Final Order with the Clerk of the School Board of Martin County, Florida. The agency shall accurately and completely preserve all testimony in the proceedings, and, on the request of any party, it shall make a full or partial transcript available at no more than actual cost.

Accommodations are available for persons with special needs. Please call 219-1200 X 425 for assistance.



THE SCHOOL BOARD OF MARTIN COUNTY, FLORIDA

Schedule of Personnel Recommendations

October 6, 2009

Ex. 4.01a

ADMINISTRATIVE PERSONNEL

CHANGES

1	DiBartolomeo, Helene	Budget Analyst	Finance	10/07/09	Grant Acct to Budget Analyst, Repl. A. Aletto, save pay
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EMPLOYMENT

2	Ruiz, David	Risk Benefits Mgr	Inst Ctr	10/07/09	Repl. L. King
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SEPARATIONS

3	Aletto, Angela	Budget Analyst	Finance	09/15/09	Resignation
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4	Strickland, Kelly Rae	Supervisor of Accounting	Finance	10/02/09	Resignation
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CONFIDENTIAL & NON-BARGAIN PERSONNEL

EMPLOYMENT

5	Bartholomew, Ann	Food Service Mgr	BCE	9/14/09	Repl. S. Fernandez
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PROMOTIONS

6	Durbin, John	Plant Operator	PCE	09/21/09	Custodian, SMS to Plant Operator, PCE Repl. D. Garcia
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INSTRUCTIONAL PERSONNEL

CHANGES

7	Viands, Carla	Teacher, Gifted	AMS	09/18/09	In-Field to Out-Field, Gifted
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8	Winkles, Donna	Instructor	VACE	08/24/09	P/T Hrly to F/T Hrly, Repl. S. Amaya
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EMPLOYMENT

9	Bable, George	Sub Teacher	Co Wide	09/18/09	
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10	Biancone, Michael	Sub Teacher	Co Wide	09/18/09	
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11	Donald, Gregory	Sub Teacher	Co Wide	09/18/09	
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12	Edwards, Lakeisha	Sub Teacher	Co Wide	09/18/09	
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13	Foote, Timothy	Sub Teacher	Co Wide	09/18/09	
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14	Garner, Gerald	Sub Teacher	Co Wide	09/18/09	
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15	Hoogendorn, Melissa	Sub Teacher	Co Wide	09/18/09	
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16	Kerckoff, Anne	Sub Teacher	Co Wide	09/18/09	
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17	Ledeme, Sophie	Sub Teacher	Co Wide	09/18/09	
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18	LeMaster, Jessica	Sub Teacher	Co Wide	09/18/09	
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Schedule of Personnel Recommendations
October 6, 2009

19	Matuszek, Heather	Sub Teacher	Co Wide	09/18/09	
20	Meines, Lisha	Sub Teacher	Co Wide	09/18/09	
21	Piazza, Leticia	Sub Teacher	Co Wide	09/18/09	
22	Rader, Leigh	Sub Teacher	Co Wide	09/18/09	
23	Rose, Jared	Sub Teacher	Co Wide	09/18/09	
24	Smith, Eric	Sub Teacher	Co Wide	08/17/09	
25	Sofarelli, Matthew	Sub Teacher	Co Wide	09/18/09	
26	Spotts, Carolyn	Sub Teacher	Co Wide	09/18/09	
27	Verble, Terrie	Sub Teacher	Co Wide	09/18/09	
28	Wagner, Laura	Sub Teacher	Co Wide	09/18/09	
29	Whalen, John	Sub Teacher	Co Wide	09/18/09	
30	Wolfrey, Sharon	Sub Teacher	Co Wide	09/18/09	
31	Womble, Kimberly	Sub Teacher	Co Wide	09/18/09	
32	Fleming, Karen	TOA/2nd Position	ESE	08/17/09	Temporary Position
33	Krueger, Carolyn	Teacher, H/H	ESE	09/09/09	Temporary Position
34	Martin-Rowell, Suzanne	Teacher, H/H	ESE	09/10/09	Temporary Position
35	Merena-Biby, Susanne	Teacher, H/H	ESE	09/14/09	Interim Position, Repl. H. Vincent
36	Buckley, Kathleen	Lifelong Learning Instructor	FAW	09/21/09	Temporary Position, Extended Day Funded
37	Anderson, Mary	Adult Ed Substitute	IALC	09/21/09	Temporary Position
38	Basham, John	Instructor	IALC	08/24/09	Temporary Position
39	Moberg, James	Supervisor	MC Pool	09/03/09	Repl. R. Woods
40	Raiano-Kennedy, Joanne	Teacher, Math	MCHS	09/03/09	Interim Position, Repl. L. Baker
41	Cowen, Melissa	Teacher, Art	PSE	09/21/09	Interim for: L. Brown
42	Sharp, Rachel	Teacher, Kindergarten	PSE	09/21/09	Repl. G. Keeler, Title 1 Funded
43	Laymon, Dorie	Teacher, VE	PWE	09/17/09	Repl. S. Pretorius
44	Larsen, Kamala	Instructor	VACE	09/10/09	Repl. D. Winkles

Schedule of Personnel Recommendations
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LEAVES

45	Hartman, Brandy	Teacher	CGE	10/19/09	Maternity Leave/FMLA
46	Vincent, Holly	Teacher, H/H	ESE	09/09/09	Medical Leave
47	Baker, Lisa	Teacher, Math	MCHS	09/03/09	Maternity Leave/FMLA
48	Brown, LaRhonda	Teacher, Art	PSE	09/11/09	Maternity Leave/FMLA
49	Zangara, Shannon	Teacher, VE	SFHS	9/29/09	Maternity Leave/FMLA

SEPARATIONS

50	Donaghy, Vickie	Teacher	IMS	10/16/09	Resignation
51	Byrd, Dawn	Teacher	MCHS	09/24/09	Resignation
52	Wiley, Miretha	Teacher	MCHS	11/30/09	Retirement
53	McSoley, Tina	Teacher	PCE	08/26/09	Resignation
54	White, Wende	Teacher	SFHS	08/28/09	Resignation

STIPENDS

55	Brown, Tia	Curriculum Writing	HSE	08/10/09	Temporary Position
56	Carlisle, Dana	Curriculum Writing	HSE	08/10/09	Temporary Position
57	Pultz, Donna	Curriculum Writing	HSE	08/10/09	Temporary Position
58	Wheeler, Anne	Tutor	HSE	08/10/09	Temporary Position
59	Bango, Jamie	Tutor	IMS	09/08/09	Temporary Position
60	Donaghy, Vickie	Tutor	IMS	09/08/09	Temporary Position
61	Duane, Christina	Tutor	IMS	09/08/09	Temporary Position
62	Garcia, Michelle	Tutor	IMS	09/08/09	Temporary Position
63	Gine, Lorraine	Tutor	IMS	09/08/09	Temporary Position
64	Gratz, Suzanne	Tutor	IMS	09/14/09	Temporary Position
65	Kabis, Jennifer	Tutor	IMS	09/08/09	Temporary Position
66	Macedo, Consuelo	Tutor	IMS	09/08/09	Temporary Position
67	McErlean, Jacqueline	Tutor	IMS	09/08/09	Temporary Position
68	Peterson-Daly, Pamela	Tutor	IMS	09/08/09	Temporary Position
69	Pisano, Sandra	Tutor	IMS	09/08/09	Temporary Position

Schedule of Personnel Recommendations
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70	Simm, Porolle	Tutor	IMS	09/08/09	Temporary Position
71	Vanover, Robert	Tutor	IMS	09/08/09	Temporary Position
72	Young, Karen	Tutor	IMS	09/08/09	Temporary Position
73	DuBois, Melissa	Tutor	JDP	09/08/09	Temporary Position
74	Ferreira, Jean	Tutor	JDP	09/08/09	Temporary Position
75	Good, Janet	Tutor	JDP	09/08/09	Temporary Position
76	Gunderson, Elizabeth	Tutor	JDP	09/08/09	Temporary Position
77	Hayden, Brian	Tutor	JDP	09/08/09	Temporary Position
78	Hoening, Cara	Tutor	JDP	09/08/09	Temporary Position
79	Olivieri, Angel	Tutor	JDP	09/08/09	Temporary Position
80	Pena, Nicala L.	Tutor	JDP	09/08/09	Temporary Position
81	Roberts, Carol	Tutor	JDP	09/08/09	Temporary Position
82	Vasko, Allysa	Tutor	JDP	09/08/09	Temporary Position
83	Zainc, Michelle	Tutor	JDP	09/08/09	Temporary Position
84	Dineen, Arian	Detention	MCHS	08/31/09	Temporary Position
85	Hessler, Donald	Detention	MCHS	08/31/09	Temporary Position
86	Jshombach, Walter	Detention	MCHS	08/31/09	Temporary Position
87	Pitts, Maria	Detention	MCHS	08/31/09	Temporary Position
88	Marszewski, Amy	Tutor	Migrant Resource	09/21/09	Temporary Position
89	Czorny, John	Detention	MMS	08/17/09	Temporary Position
90	Freddoso, Anthony	Detention	MMS	08/17/09	Temporary Position
91	Gordon, Angela	Detention	MMS	08/17/09	Temporary Position
92	Graff, Lauren	Detention	MMS	08/17/09	Temporary Position
93	Adams, Maureen	Tutor	PSE	09/14/09	Temporary Position
94	Asciutto, Andrea	Tutor	PSE	09/14/09	Temporary Position
95	Beers, Patricia	Tutor	PSE	09/14/09	Temporary Position
96	Brickley, Vicki	Tutor	PSE	09/14/09	Temporary Position

Schedule of Personnel Recommendations
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97	Dickinson, Joanne	Tutor	PSE	09/14/09	Temporary Position
98	Mesorana, Christine	Tutor	PSE	09/08/09	Temporary Position
99	Morris, Paula	Tutor	PSE	09/08/09	Temporary Position
100	Noorian, Mary	Tutor	PSE	09/08/09	Temporary Position
101	Phillips, Colleen	Tutor	PSE	09/14/09	Temporary Position
102	Plunkett, Laura	Tutor	PSE	09/14/09	Temporary Position
103	Tallman, Wanda	Tutor	PSE	09/14/09	Temporary Position
104	Zilly, Tara	Tutor	PSE	09/14/09	Temporary Position
105	Haag, Monica	Tutor	SFHS	09/08/09	Temporary Position
106	Huryan, Anastazia	Tutor	SFHS	09/08/09	Temporary Position
107	Kobold, Steven	Tutor	SFHS	09/08/09	Temporary Position
108	Rodriguez-Polk, Yolanda	Tutor	SFHS	09/16/09	Temporary Position
109	Tomes, Deborah	Detention	SFHS	08/24/09	Temporary Position
110	Burrage, Jennifer	Tutor	SWE	09/28/09	Temporary Position
111	Disalvo, Alexis	Tutor	SWE	09/28/09	Temporary Position
112	Holts, Patricia	Tutor	SWE	09/08/09	Temporary Position
113	Hughes, Tiffany	Tutor	SWE	09/08/09	Temporary Position
114	Kunkel, Mary	Tutor	SWE	09/08/09	Temporary Position
115	Phoenix, Diane	Tutor	SWE	09/28/09	Temporary Position
116	Read, Nancy	Tutor	SWE	09/28/09	Temporary Position
117	Thorne, Kimberly	Tutor	SWE	09/28/09	Temporary Position
<u>SUPPLEMENTS</u>					
118	Cohron, Gail	Academic Games/Linguistics	BCE	09/15/09	Temporary Position
119	Cohron, Gail	Academic Games/Linguistics	BCE	09/15/09	Temporary Position
120	D'Andrea, Sara	Elem Safety Patrol	BCE	08/17/09	Pam Kessler
121	Davis, Kimberly	Science Fair Coord	BCE	08/17/09	Same as 08/09 SY
122	Brown, Terri	Academic Games/Linguistics	CLE	09/14/09	Temporary Position

Schedule of Personnel Recommendations

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123	Francke, James	Safety Patrol	FAW	08/17/09	Same as 08/09 SY
124	Higgins, Kimberly	Sci Fair Coord	FAW	09/10 SY	Same as 08/09 SY
125	Reynold, Susan	Academic Games/Equations	FAW	09/10 SY	Same as 08/09 SY
126	Young-Baldwin, Valerie	Academic Games/SS	FAW	09/10 SY	Same as 08/09 SY
127	Young-Baldwin, Valerie	Academic Games/Linguistics	FAW	09/10 SY	Same as 08/09 SY
128	Newton, Pamela	Academic Games/Linguistics	HOMS	09/10 SY	Same as 08/09 SY
129	Thomason, Victoria	Academic Games/Equation	HOMS	09/10 SY	Same as 08/09 SY
130	Dawedeit, Andrea	Yearbook Sponsor	IMS	08/17/09	Same as 08/09 SY
131	Falco, Linda	Club Sponsor/Math Club	IMS	09/08/09	Same as 08/09 SY
132	Gine, Lorraine	Club Sponsor/National Jr. Honor Society	IMS	09/08/09	Same as 08/09 SY
133	Kabis, Jennifer	Club Sponsor/TNN News	IMS	09/10 SY	Same as 08/09 SY
134	Marcell, Meredith	Yearbook Sponsor	IMS	09/10 SY	Same as 08/09 SY
135	McErlean, Jacqueline	Club Sponsor/Leo	IMS	09/10 SY	Same as 08/09 SY
136	Roegiers, Sarah	Club Sponsor/TNN News	IMS	09/10 SY	Same as 08/09 SY
137	Smith, Michael	Student Council	IMS	09/10 SY	Same as 08/09 SY
138	Stripling, Jack	Crime Watch Club	IMS	09/10 SY	Same as 08/09 SY
139	Walkowitz, Stacy	Sci Fair Coord/School Level	IMS	09/10 SY	Same as 08/09 SY
140	Dictor, Michael	Safety Patrol	JBE	08/24/09	Same as 08/09 SY
141	Fey, John	Asst Football Head Coach	JBHS	08/10/09	Same as 08/09 SY
142	Fielder, Nicole	Volleyball 9th Grade Coach	JBHS	08/10/09	Repl. S. Rosseau
143	Hance, Osman	Band Assistant	JBHS	09/10 SY	Repl. R. VanWagner
144	Foster, Terri-Lyn	Science Fair Coordinator	JDP	10/1/09	Same as 08/09 SY
145	Good, Janet	Academic Games/Linguistics	JDP	08/27/09	Same as 08/09 SY
146	Good, Janet	Academic Games/Equations	JDP	10/1/09	Same as 08/09 SY
147	Good, Janet	Academic Games/SS	JDP	12/10/09	Same as 08/09 SY
148	Olivieri, Aileen	Elementary Safety Patrol	JDP	09/10 SY	Same as 08/09 SY
149	Balsis, Alexia	Volleyball Asst Coach	MCHS	08/10/09	Same as 08/09 SY

Schedule of Personnel Recommendations
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150	Baral, Thomas	Bowling Coach	MCHS	08/17/09	Same as 08/09 SY
151	Bielicki, Matin	Volleyball Head Coach	MCHS	08/10/09	Same as 08/09 SY
152	Deaton, Gary	Club Sponsor/Art	MCHS	08/17/09	Repl. J. Nordenbrock
153	Elliott, Valerie	Cheerleading Football Coach	MCHS	08/10/09	Repl. T. Thuman
154	Johnson, Bryan	Club Sponsor/Art	MCHS	09/10 SY	Same as 08/09 SY
155	Kenyon, Charles	Football Head Coach	MCHS	09/10 SY	Same as 08/09 SY
156	Laing, Gordon	Swimming Asst Coach	MCHS	09/10 SY	Same as 08/09 SY
157	McCombs, James	Head Swim Coach	MCHS	09/10 SY	Same as 08/09 SY
158	Moberg, Joshua	Track Cross Country Coach	MCHS	09/10 SY	Same as 08/09 SY
159	Morgan, Wilmer	Golf Coach	MCHS	09/10 SY	Same as 08/09 SY
160	Parrish, Glen	Golf Coach	MCHS	09/10 SY	Same as 08/09 SY
161	Uteschill, Pierre	Club Sponsor/DECA	MCHS	09/10 SY	Same as 08/09 SY
162	Cross, Beverly	Academic Games Sponsor	MMS	12/10/09	Repl. L. Ortner
163	Dembinski, Barbara	Academic Games/Equations	MMS	11/3/09	Repl. T. Elliott
164	Montigney, Kathryn	Science Fair Coord	MMS	09/10 SY	Repl. B. Graunke
165	Connolly, Andrew	Basketball Asst Coach	SFHS	11/2/09	Repl. D. Power
166	Eckhardt, Judy	Basketball Asst Coach	SFHS	10/26/09	Repl. J. Donaldson
167	Fitzpatrick, Donna	Science Fair Coord	SFHS	08/25/09	Same as 08/09 SY
168	Sommers, Jaclyn	Math Counts	SFHS	09/10 SY	Same as 08/09 SY
169	Woodcock, Michael	Club Sponsor/Graphic Designs	SMS	09/10 SY	Same as 08/09 SY
170	Benitez, Joscelyn	Elem Safety Patrol	WES	08/17/09	Repl. L. Hallonquist
171	Deyarmond, Jennifer	Elementary Group Chair	WES	08/24/09	Repl. D. Hutchens
172	Harlow, Mary Nan	Elementry Group Chair	WES	09/10 SY	Repl. M. Dow
173	Holley, Amy	Elementry Group Chair	WES	09/10 SY	Same as 08/09 SY
174	Koehler, Teri Lee	Elementry Group Chair	WES	09/10 SY	Repl. E. Peduzzi
175	Murphy, Dawn	Elementry Group Chair	WES	09/10 SY	Repl. W. Snyder

NON-INSTRUCTIONAL PERSONNEL

Schedule of Personnel Recommendations
October 6, 2009

CHANGES

176	Elliott, Jessica	Extended Day Asst Mgr	CGE	08/10/09	7 hrs to 5 hrs
177	Coleman-Tiu, Dorothy	Bus Assistant	Transportation	09/29/09	8.00 hours to 7.75 hours
178	Dowman, Betty	Bus Operator	Transportation	09/29/09	7.75 hours to 8.00 hours
179	Etienne, Jean	Bus Operator	Transportation	09/29/09	7.75 hours to 8.00 hours
180	Garwood, Joyce	Bus Operator	Transportation	09/29/09	7.75 hours to 8.00 hours
181	Graham, Sandra	Bus Operator	Transportation	09/29/09	7.25 hours to 7.50 hours
182	Green, Jimmy	Bus Operator	Transportation	09/29/09	8.00 hours to 7.75 hours
183	Hammond, Keith	Bus Assistant	Transportation	09/29/09	6.50 hours to 6.75 hours
184	Hemmings, Teddy	Bus Operator	Transportation	09/29/09	7.75 hours to 8.00 hours
185	Johnson, Sheila	Bus Assistant	Transportation	09/29/09	6.75 hours to 7.75 hours
186	Mitchell, Carolyn	Bus Assistant	Transportation	09/29/09	6.75 hours to 7.00 hours
187	Rivera, Nancilyn	Bus Operator	Transportation	09/29/09	7.75 hours to 8.00 hours
188	Schulte, Hans	Bus Operator	Transportation	09/29/09	8.00 hours to 7.75 hours
189	Smith, Tiffany	Bus Assistant	Transportation	09/29/09	6.50 hours to 6.75 hours
190	Welch, Jentha	Bus Operator	Transportation	09/29/09	7.75 hours to 8.00 hours
191	Williams, Delores	Bus Operator	Transportation	09/29/09	7.75 hours to 7.50 hours

EMPLOYMENT

192	Lind, Jenny	Custodian	AMS	09/14/09	Repl. A. Chong
193	Parton, Jamie	Extended Day Asst	BCE	09//28/09	Repl. J. Abbatiello
194	Smiley, Anthony	Extended Day Asst	BCE	09/14/09	Repl. C. Flanagan
195	Walsh, Paige	Ed Para	BCE	09/02/09	Temporary Position
196	Washington, Carla	Custodian	BCE	09/14/09	Repl. P. Delgado, Extended Day Funded
197	Dubois, Brooks	Extended Day Asst	CGE	09/09/09	Repl. D. Cortor
198	Garverick, Haley	Extended Day Asst	CGE	08/31/09	Repl. K. Trusley
199	Jones, Charles	Data Entry/Guidance Clerk	CLE	09/02/09	Repl. G. Gonzalez
200	Clark, Danae	Sub Extended Day Asst	Co Wide	09/11/09	

Schedule of Personnel Recommendations

October 6, 2009

201	Bertone, Maria	ESE Ed Para	ESE	09/29/09	NP, Contracted Job Coach to ESE EPP, Federal Fund-IDEA
202	Cindrick, Ronald	ESE Ed Para	ESE	09/29/09	NP, Contracted Job Coach to ESE EPP, Federal Fund-IDEA
203	Doughty, Toni	ESE Ed Para	ESE	09/29/09	NP, Contracted Job Coach to ESE EPP, Federal Fund-IDEA
204	Fuhrman, Stacey	ESE Ed Para	ESE	09/29/09	NP, Contracted Job Coach to ESE EPP, Federal Fund-IDEA
205	Hansen, Michelle	ESE Ed Para	ESE	09/29/09	NP, Contracted Job Coach to ESE EPP, Federal Fund-IDEA
206	Manuel, Amy	ESE Ed Para	ESE	09/21/09	NP, Contracted Job Coach to ESE EPP, Federal Fund-IDEA
207	Morris, Patricia	ESE Ed Para	ESE	09/29/09	NP, Contracted Job Coach to ESE EPP, Federal Fund-IDEA
208	Salgado, Vicki Ann	ESE Ed Para	ESE	09/15/09	NP, Contracted Job Coach to ESE EPP, Federal Fund-IDEA
209	Samuelian, Catherine	ESE Ed Para	ESE	09/25/09	NP, Contracted Job Coach to ESE EPP, Federal Fund-IDEA
210	Snyder, Margherita	ESE Ed Para	ESE	09/21/09	NP, Contracted Job Coach to ESE EPP, Federal Fund-IDEA
211	Strong-Wade, Estelle	ESE Ed Para	ESE	09/25/09	NP, Contracted Job Coach to ESE EPP, Federal Fund-IDEA
212	Thommes, Gillian	ESE Ed Para	ESE	09/25/09	NP, Contracted Job Coach to ESE EPP, Federal Fund-IDEA
213	Budensiek, Lorinda	Extended Day Asst	HSE	09/09/09	Repl. C. Sherman
214	Mowitt, Raynell	Sub Extended Day Asst Mgr	HSE	09/02/09	
215	Archange, Phalysha	Child Care Attendant	IALC	09/14/09	Temporary Position
216	Sanchez, Maria	Sub Custodian	JBE	09/14/09	
217	Barry, Steven	Custodian	MCHS	09/21/09	Repl. M. Cabrera
218	Gonzalez, Victor	Custodian	MCHS	09/15/09	Repl. T. Brown
219	Cremers, Andrea	Classroom Mgr Asst	Pre K/Hd Start	09/08/09	NP, General Fund
220	Hixon, Shawna	Sub Ed Para	Pre K/Hd Start	09/23/09	
221	Jackson, Chenae	Classroom Mgr Asst	Pre K/Hd Start	09/08/09	Repl. B. Schultz
222	Pena, Ligia	Classroom Mgr. Asst	Pre K/Hd Start	09/21/09	Repl. B. Montenegro
223	Rooney, Gwen	Classroom Mgr	Pre K/Hd Start	09/02/09	New Position, VPK
224	Summers, LuAnne	Classroom Mgr Asst	Pre K/Hd Start	09/22/09	Repl. S. Hixon
225	Abreu, Jennifer	Home School Liaison	PSE	08/31/09	Repl. S. Whitten
226	Schaefer, John	Sub Extended Day Asst	PSE	09/01/09	
227	Feliciano-Figueroa, Sandra	Ed Para	PWE	08/26/09	Repl. E. Anderson

Schedule of Personnel Recommendations

October 6, 2009

228	Mitchell, Cecil	Custodian	PWE	09/14/09	Repl. J. Zayas, Extended Day funded
229	Mendoza, Melissa	Custodian	SWE	09/08/09	Repl. P. Noonan
230	Moreno, Maria	Home/School Liaison	Title 1/Migrant Resource	09/14/09	New Position, Federal Funds, Title III
231	Bellamy, Janice	Sub Bus Assistant	Transportation	09/24/09	
232	Brown, Tammy	Sub Bus Assistant	Transportation	09/24/09	
233	Evans, Eric	Sub Bus Assistant	Transportation	09/24/09	
234	Hyppolite, Edmond	Sub Bus Operator	Transportation	09/24/09	
235	Lancaster, Cecilya	Sub Bus Assistant	Transportation	09/24/09	
236	Loglisci, Teresa	Sub Bus Operator	Transportation	09/10/09	
237	Wall, Sara	Sub Bus Assistant	Transportation	09/24/09	
238	Melendez, Laurelynne	Ed Para	VACE	09/21/09	Temporary Position, Repl. D. Toffanello
<u>LEAVES</u>					
239	McFadden, Vera	Ed Para	Challenger	10/08/09	Maternity Leave/FMLA
240	Dillon, Carolyn	Custodian	JBE	09/11/09	Medical Leave/FMLA
241	Johnson, Richard	Custodian	PWE	10/22/09	Medical Leave/Non FMLA
242	Graham, Arnette	Lead Bus Operator	Transportation	08/27/09	Medical Leave/FMLA
243	Orlik, Patricia	Secretary	VACE	10/01/09	Medical Leave/FMLA
<u>PROMOTIONS</u>					
244	Pratt, Sarah	Classroom Mgr	Pre K/Hd Start	09/02/09	ESE, Para to Headstart, Classroom Mgr, New Position, VPK
<u>SEPARATIONS</u>					
245	Cintron, Shirley	Extended Day Asst	HSE	09/08/09	Resignation
246	Connor, Alexandria	Extended Day Asst	HSE	09/18/09	Resignation
247	Cruz, Sherolyn	Extended Day Asst	HSE	09/18/09	Resignation
248	Hixon, Shawna	Classroom Mgr Asst	Pre K/Hd Start	09/22/09	Resignation
249	Belowch, Gina	Extended Day Asst	PSE	08/10/09	Resignation
250	Zayas, Jose	Custodian	PWE	09/01/09	Resignation
251	Juan-Nicolas, Rosa	Ed Para	WES	09/03/09	Resignation
252	White, Jessie Mae	Cook	WES	09/11/09	Retirement
<u>TRANSFERS</u>					
253	Gonzalez, Georgina	Asst Secretary	HOMS	09/02/09	Data Entry, CLE to Asst Sec, HOMS, Repl. N. Rush
254	Whitten, Suzanne	Ed Para	SWE	08/31/09	Home School Liaison, PSE to Ed Para, SWE, Repl. S. Alfaro

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MCSB Personnel Agenda Page

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*Out-of-Field **INDICATES ENTRY AFTER REVIEW ***Unless otherwise noted all positions have previously been approved and included in the U...--

Professional Leave, Travel, and Per Diem

- (*Requests include registration fee when applicable)
- (**Requests include Class C Meals when applicable)
- (***Requests include Substitute Teacher when required)

<u>Name of Individual(s)</u>	<u>School/Dept.</u>	<u>Meeting Attending</u>	<u>Date(s)</u>	<u>City</u>	<u>Fund</u>
Jan Elliott	SeaWind	Teachers College	October 23, 2009	New York	0432.6400.0330.0025.5170

DEPARTMENT OF HUMAN RESOURCE SERVICES

THE SCHOOL BOARD OF MARTIN COUNTY, FLORIDA

500 East Ocean Blvd • Stuart, Florida 34994 • Telephone (772) 219-1200 Ext: 30242 • Facsimile: (772) 219-1230



PAM SAYLOR LANNON, Esq.

Director of Human Resource Services & Staff Development

GAIL WILLIAMS, Director of Personnel

KIM SABOL, Esq.

Labor/Employment Representative

DATE: September 25, 2009

TO: Martin County School Board

FROM: Pam Lannon, Director of Human Resources

SUBJECT: School Board Policy 1001

Pursuant to School Board Policy 1001, DISTRICT ORGANIZATION, the Board is to "be presented annually for approval an organizational structure within thirty (30) days following final budget approval."

Attached please find a copy of the structure which was presented to you last year on September 16, 2009 in compliance with this policy. In addition, a copy of the current structure based on the minutes from the December 22, 2008 Special School Board meeting wherein the Board approved a revised job description for the Director of Finance and the minutes of the School Board meeting of June 19, 2009, wherein under Item 3: Organizational Chart, the Board approved the position of Executive Director of Operations with the job description approved by the Board in 2004. The actions regarding job descriptions impacts supervision of positions and therefore the configuration of the organization's structure.

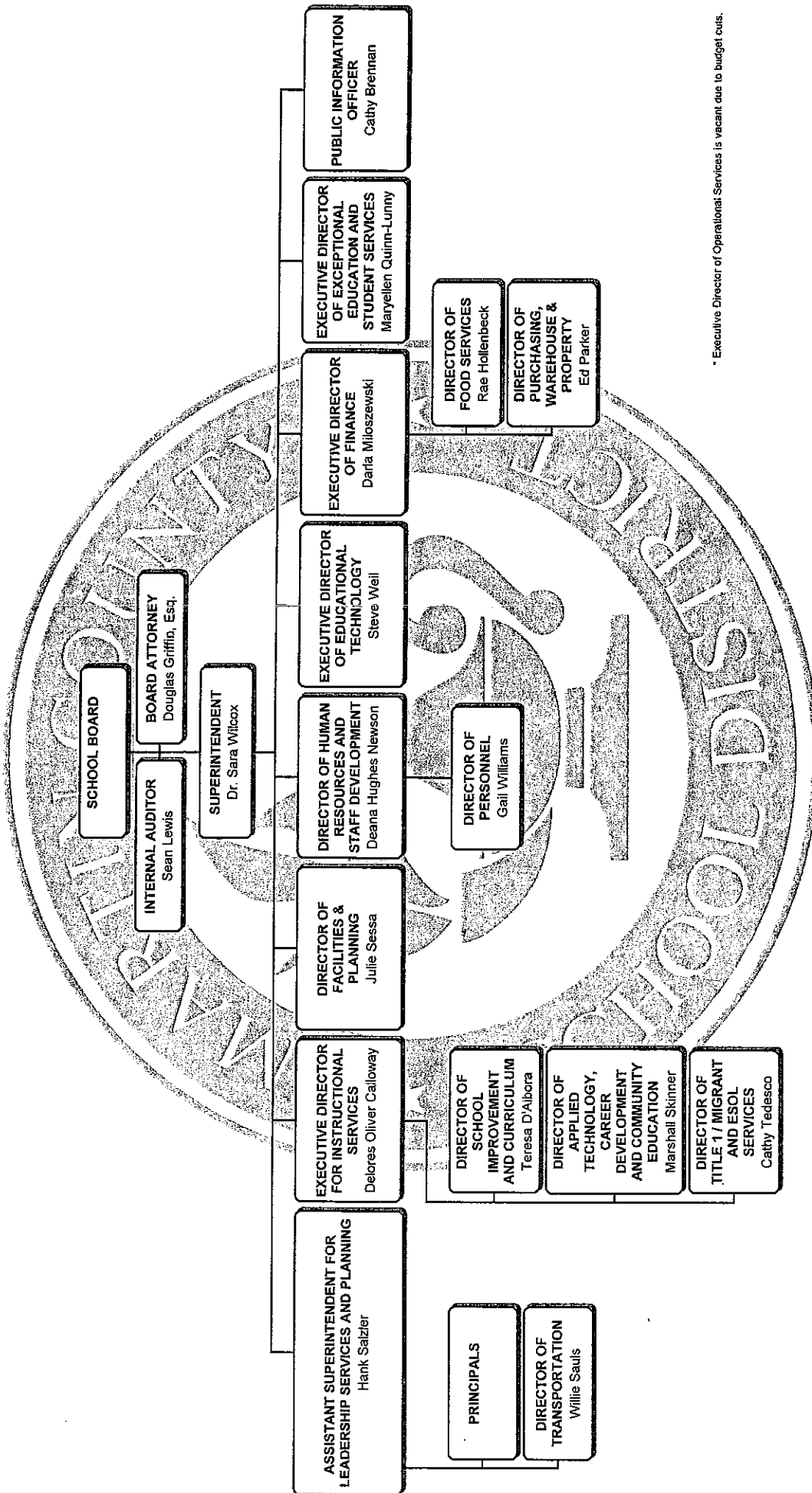
Nancy Kline, Superintendent

School Board Members: Dr. David L. Anderson • Maura Barry-Sorenson • Laurie Gaylord • Susan J. Hershey • Lorie Shakelton

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P . 1 6

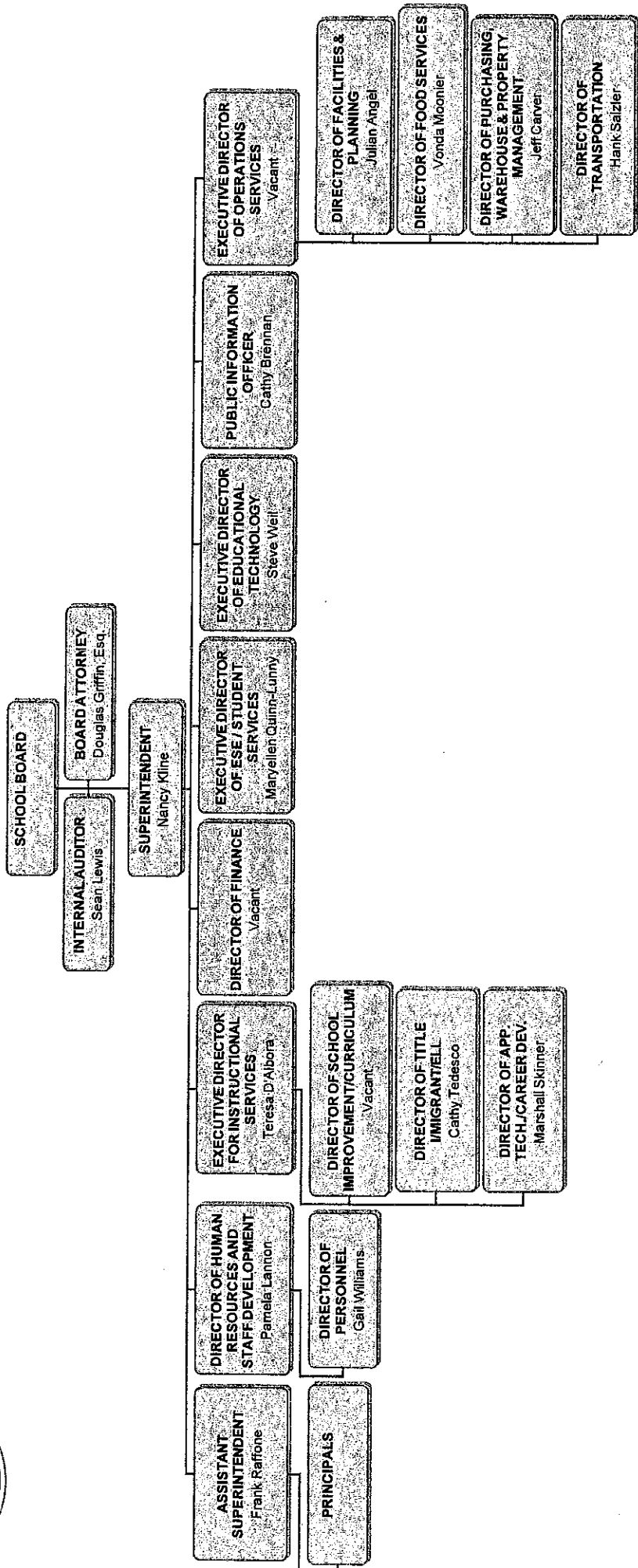
School Board of Martin County



* Executive Director of Operational Services is vacant due to budget cuts.



SCHOOL BOARD OF MARTIN COUNTY



DEPARTMENT OF HUMAN RESOURCE SERVICES

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PAM SAYLOR LANNON, Esq.
Director of Human Resource Services & Staff Development
GAIL WILLIAMS, Director of Personnel
KIM SABOL, Esq.
Labor/Employment Representative

To: Nancy Kline, Superintendent

From: Gail D. Williams, Director of Personnel

A handwritten signature in black ink, appearing to read 'G.D. Williams'.

Date: September 16, 2009

Re: School Board Agenda of September 15, 2009
Item number 12.04
Corrections to Salary Schedule

There was an error made on item number 12.04 on the September 15, 2009 School Board Agenda, Approve Revisions to 2009-2010 Salary Schedule. The correct salaries for the Grant Accountant and Pre-K Head Start Grant Accountant positions are index 53, salary \$57,211.00 for both. Attached is a copy of page 88 from the September 15th Agenda and a copy of the revised salary schedule page reflecting the corrections to the salaries for the positions above.

Nancy Kline, Superintendent

School Board Members: Dr. David L. Anderson • Maura Barry-Sorenson • Laurie Gaylord • Susan J. Hershey • Lorie Shekelle

"An Equal Opportunity Agency"

Technical and Other Professional Staff
Schedule "TPS"
2008-2009 - 20092010

Base Salary: \$107,946

Position	Index	Salary 248 days	Salary 227 days	TERMS Reference
Labor/Employment Representative	0.83	89,595		AD183
Systems Analyst	0.65	70,165		AD265
Network Administrator	0.65	70,165		AD265
Network Engineer	0.65	70,165		AD265
Public Information & Community Relations Specialist	0.60	64,787		AD160
Programmer/Analyst	0.57	61,529		AD257
Network Specialist	0.57	61,529		AD257
Grant Accountant	0.57	61,529		AD257
Pre-K / Head Start Grant Accountant	0.57	61,259		AD267
Special Projects/Contracts Accountant	0.53	57,211		AD253
Facilities Specialist/Building Trades *	0.48	51,814		AD248
Facilities Specialist/Construction *	0.48	51,814		AD248
Facilities Specialist/Mechanical Trades *	0.48	51,814		AD248
Benefits Specialist	0.53	57,211		AD253
Budget Analyst	0.50	53,973		AD250
Procurement Analyst, Purchasing & Warehousing	0.50	53,973		AD250
Programmer	0.49	52,893		AD249
Recruiter	0.49	52,893	48,415	AD249
Facilities Specialist/Work Order	0.48	51,814		AD248
Facilities Specialist/Materials	0.48	51,814		AD248
Grant Writer	0.47	50,735	46,438	AD247
Software Support Technician	0.45	48,576		AD245
Food & Nutritional Field Manager Inventory Control	0.45	48,576		AD245
Assistant Payroll Supervisor	0.43	46,417		AD243
Records Management Liaison Officer	0.41	44,258	40,510	AD241
Junior Programmer	0.41	44,258		AD241
Assistant Payroll Manager	0.41	44,258		AD241
Transportation Operations Manager	0.37	39,940	36,558	AD237
Training, Recruitment & Safety Manager	0.37	39,940		AD237
Transportation ESE / Safety Specialist	0.31	33,463	30,630	AD231
REMS Grant Project Manager	0.31	33,463	30,630	AD231
Help Desk Support Technician	0.31	33,463	30,630	AD231

* For these positions only an additional \$1,200.00 will be paid annually for each certification attained per chapter 468, up to ten, provided such certification is deemed applicable to school facilities and approved by the Superintendent.

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2008-2009 - 20092010

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Network Administrator	0.65	70,165		AD265
Network Engineer	0.65	70,165		AD265
Public Information & Community Relations Specialist	0.60	64,767		AD160
Programmer/Analyst	0.57	61,529		AD257
Network Specialist	0.57	61,529		AD257
Grant Accountant	0.53	57,211		AD253
Pre-K / Head Start Grant Accountant	0.53	57,211		AD253
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Field Trips**October 6, 2009**

School	Class	Sponsor	Transportation	Departing	Returning	Destination	Purpose
MCHS	Science/CTE	Carp/Hagin	Personal Vehicle	10-21-09	10-22-09	Key Largo	Sunshine State Standards
MCHS	AFJROTC	Jshombach	Charter Bus	11-7-09	11-7-09	Homestead	Sunshine State Standards
SFHS	IB	Boland	Charter Bus	12-4-09	12-5-09	Gainesville	Competition
PSE	3 rd Grade	Brickley	Charter Bus	12-11-09	12-11-09	Orlando	Sunshine State Standards
JBHS	Jazz	Dougherty	Personal Vehicle	12-11-09	12-13-09	Orlando	Sunshine State Standards

Backup available for review in the Superintendent's Office

Requisitions to be approved for purchases over \$10,000.00 for Board Agenda date - 10/06/09

<u>Cost Ctr</u>	<u>Req No.</u>	<u>Sch/Dept.</u>	<u>Authority for Issuance of Purchase Order</u>	<u>Vendor</u>	<u>\$ Amount</u>	<u>Description</u>
0101	00015	PSE	Exempt per SB Policy # 6320 (V) (D) for educational and professional services.	Reading and Writing	\$12,900.00	Professional Dev. Training for Primary Grade and Upper Grade for Reading & Writing Project
0241	00062	SFHS	Exempt per SB Policy # 6320 (V) (D), purchase of educational tests	Int'l. Baccalaureate	\$88,581.00	Registration and subject fees, amendments, inquiry results for Cat 1, 2, & 3
9514	00182	ESE	Exempt per SB Policy # 6320 (V) (D), purchase of educational software	Scholastic, Inc.	\$23,900.00	30 Stage Licenses for Read 180 Stage B for Martin County Girls Academy
9514	00185	ESE	Exempt per SB Policy # 6320 (V) (D), purchase of educational software	FL School Book	\$59,900.00	Additional 60 Licenses for Read 180 Stage B for MMS, SMS, AMS, and HOM
9514	00191	ESE	Exempt per SB Policy # 6320 (V) (D) for textbooks	Scholastic, Inc.	\$94,055.90	Read 180 (4) sets of System 44 for ESE secondary students with (5) sets of Century Tool kits
9518	00106	FACILITIES	Exempt per SB Policy # 6320.01 II-B, Construction Projects between \$25,000.01 - \$50,000.00	Pirtle Construction	\$41,720.00	Repair bleachers at MCHS
9518	00118	FACILITIES	Exempt per SB Policy # 6320.01 II-C, Construction Projects between \$50,000.01 and \$100,000.00	Synthetic Turf Intl.	\$98,471.00	BCE Playground resurfacing
9518	00122	FACILITIES	Lowest of two quotes	Preferred Chemical	\$14,278.00	(55) Hepa Clean Max Vacuums Model CMC-QD for District distribution
9518	00124	FACILITIES	Exempt per SB Policy # 6320 (V) (A), purchases from other Public Entities FL St Contract # 515-630-06-1	Action Mower	\$23,351.84	Lawn Equipment Capital requests for 09/10
9524	00230	MAINT.	Lowest of three quotes	Stuart Lawn and Garden Inc.	\$17,162.60	(2) 72" 31 HP Kawasaki Zero-Turn mowers
9550	00017	TITLE I	Exempt per SB Policy # 6320 (V) (D), purchase of educational software	Imagine Learning	\$19,129.00	License conversion to perpetual for HSE
9550	00018	TITLE I	Exempt per SB Policy # 6320 (V) (D), purchase of educational software	Imagine Learning	\$19,129.00	License conversion to perpetual for SWE
9550	00019	TITLE I	Exempt per SB Policy # 6320 (V) (D), purchase of educational software	Imagine Learning	\$34,432.00	License conversion to perpetual for PWE
9550	00020	TITLE I	Exempt per SB Policy # 6320 (V) (D), purchase of educational software	Imagine Learning	\$37,492.84	License conversion to perpetual for PSE
9550	00021	TITLE I	Exempt per SB Policy # 6320 (V) (D), purchase of educational software	Imagine Learning	\$17,216.10	License conversion to perpetual for JD PARKER
9574	00013	INST. SRV	Exempt per SB Policy # 6320 (V) (D), purchase of Instructional Services	Southern Assoc of Colleges	\$12,100.00	Accreditation Dues for Elementary, Middle, High, Spectrum and Challenger
9587	00005	SCH IMPR	Exempt per SB Policy # 6320 (V) (D) purchase of educational software	Scholastic, Inc.	\$18,900.00	Basic Building Technical Service Plan Maintenance & Support for SMS, HOM, MMS, IMS, AMS, JBHS, SFHS, MCHS, and Spectrum

Educational Technology Requisitions to be approved for purchases over \$10,000.00 for Board Agenda date -10/06/09

<u>Cost Ctr</u>	<u>Req No.</u>	<u>Sch/Dept.</u>	<u>Authority for Issuance of Purchase Order</u>	<u>Vendor</u>	<u>\$ Amount</u>	<u>Description</u>
9532	00057	ET	Exempt per SB Policy # 6320 (V) (A), purchases made from other Public Entities Contracts, Bids, RFPs, pricing in accordance with WSCA Contract A63309	United Data Technologies	\$18,500.00	HP Laser Jet printers to be utilized as district replacements

Purchases from 08/29/09 through 9/28/09						
PO#	Date	Cost Ctr.	Authority for Issuance of Purchase order	Vendor	\$ Amount	Description
10001235	09/03/09	0051	In accordance with Renewal Agreement, MCSB approved 4/21/09, Ex. # 6-B-2	Pediatric Services of America	\$14,140.00	RN Services for J. D. Parker
10001239	09/03/09	9518	In accordance with MCSB approved under Construction, 9/1/09, Ex. # 7.03	G F A, Int'l.	\$17,087.50	Building Official & Building Code Review Service Fee for Sept. 2009
10001245	09/03/09	9518	Exempt per SB Policy # 6320 (V) (K), for DIRECT PURCHASE #003 for SFHS Phase II	Quincy Joist Co.	\$125,700.00	For Steel Joist, Metal Deck materials & side lap screws in strict conformance with the Contract Plans, Specs and Documents.
10001246	09/03/09	9518	Exempt per SB Policy # 6320 (V) (K), for DIRECT PURCHASE # 028 for SMS Classroom Addition	Integrated Telcom Systems, Inc.	\$154,502.35	For A/V System in strict conformance with the Contract Plans, Specs and Documents
10001259	09/08/09	9518	Exempt per SB Policy # 6320 (V) (K), DIRECT PURCHASE # 029 for SMS Classroom Addition	Integrated Telcom Systems, Inc.	\$111,297.17	SCS Voice/Data Cabling in strict conformance with the contract plans, specifications and document.
10001260	09/08/09	9518	Exempt per SB Policy # 6320 (V) (K), DIRECT PURCHASE # 030 for SMS Classroom Addition	Maurice Electrical Supply Co.	\$61,440.57	Lighting fixture package in strict conformance with the contract plans, specifications and document.
10001261	09/08/09	9521	Exempt per SB Policy # 6320 (V) (A), purchases made from other Public Entities Contracts, bids. MCSB approved Piggyback of CO-OP Bid # 08-39 on 7/21/09, Ex. # 12-C-1	Glover Oil	\$20,000.00	Diesel and Unleaded Fuel, tank wagon & transport delivery
10001264	09/08/09	9534	MCSB approved Addenda to Agreements for Independent Finance Consultant, MCSB approved on 9/1/09, Ex. # 4.01 (a) with Bookman Consulting, Inc.	Bookman Consulting	\$20,000.00	Independent Consultant, Contract due to Director of Finance Position Vacancy
10001265	09/08/09	9534	MCSB approved Addenda to Agreements for Independent Finance Consultant, MCSB approved on 9/1/09, Ex. # 4.01 (b) with Mycera, Inc.	Mycera, Inc.	\$20,000.00	Independent Consultant, Contract due to Director of Finance Position Vacancy
10001266	09/08/09	9543	In accordance with MCSD RFP 5001-0-2007/JC, MCSB approved award on 3/20/07, Ex. # 12-C-1	United Data Technologies, Inc.	\$14,562.00	(18) HP Compaq DC 7900
10001288	09/14/09	0294	In accordance with Agreement between the SBMC and Tykes and Teens, Inc. MCSB approved 8/18/09, Agenda # 10.06	Tykes & Teens	\$98,500.00	Provide Mental Health Services for the Students at Challenger School for 09 10 SY
10001314	09/15/09	0371	In accordance with Renewal Agreement between the SBMC and Pediatric Services of American, MCSB approved 4/21/09, Ex. 6-B-2	Pediatric Services of America	\$17,500.00	Provide Nursing Services at Student's School of Attendance for 09 10 SY
10001334	09/16/09	9518	In accordance with ITB # 1003-0-2009/EDP, MCSB approved on 7/21/09, Ex. #13-A	Britt-Britt Constructors	\$53,230.00	Environmental Studies Center Emergency Generator Project
10001482	09/23/09	9524	In accordance with ITB # 1012-0-2008/JC, MCSB approved award on 10/21/08, Ex. # 13-A-1	Hill York	\$24,985.00	Replace bad compressor with New Trane Compressor at MCHS

Educational Technology Purchases from 08/29/09 through 09/28/09						
<u>PO#</u>	<u>Date</u>	<u>Cost Ctr.</u>	<u>Authority for issuance of Purchase order</u>	<u>Vendor</u>	<u>\$ Amount</u>	<u>Description</u>
10001263	09/08/09	9532	Exempt per SB Policy #6320 (V) (A), purchases from other Public Entities Bids, Contracts, MCSB approved Piggyback of FL State Contract 250-0040-08-1, on 2/17/09, Ex. # 11-B-1	Hewlett Packard Company	\$23,175.00	(25) laptops for RTI/ Reading coaches
10001287	09/10/09	9532	In accordance with MCSD RFP # 5009-0-2008/JC, MCSB approved on 10/21/08, Ex. # 13-D-1	Saf-T-Net, Inc.	\$43,750.00	Alert Now Emergency Notification System renewal

To: Jay Angel
Director of Facilities

September 24, 2009

From: J. Lisle Bozeman 
Capital Projects Planning Specialist

Re: Update of School Impact Fees

The School District under County Ordinance is required to update/review the School District Impact fee biennially. Our last cycle began in 2007 with a new impact fee schedule implemented in Oct. 2008. Following a strict biennial review schedule, the next update is scheduled to begin in January 2010.

The actions during the last review cycle have caused the County and School District to be out of synchronization with the review of impact fees and the county wishes to return to a synchronized schedule.

I am recommending that the School District delay the review of the School Impact Fee Update for a year until January 2011 or until such time as the County Impact Fee Review process is determined but no later than 18 months from our original biennial impact fee date of January 2010.

Given the request by the county for a synchronized schedule and the current uncertainties in the local, state and national economies and the subsequent budget and funding uncertainties, a delay of one year for this update and review is appropriate.

To: Julian Angel, Director of Facilities
From: David Spear, Construction Manager
Subject: Continuing Services Contracts
Date: September, 18, 2009

We request approval to advertise for the procurement of firms for District-Wide Annual Contracts for professional services for the following services:

Property Appraisal
Land Surveying
Construction Materials Testing
Building Permitting and Inspection
Construction Management (At-Risk)
Building Threshold Inspection
Water Well Management
Environmental Permitting, Surveys, Monitoring and Assessments
Species & Habitat Management
Wetlands & Vegetation Management
Civil Engineering
Geotechnical Engineering
Master Planning
Architecture
Landscape Architecture
Land Surveying
Structural Engineering
Mechanical, Plumbing & Fire Protection
Electrical Engineering
Hazardous Waste Management
Reroofing
HVAC Test & Balance/Building Commissioning
Facilities Procedures
Facilities Plant Survey Assessment & Reporting

Selection of firms will be in accord with School Board Policy and CCNA procedures for miscellaneous projects throughout the District. Annual contracts will be renewable for up to five years by annual review and approval by the Board.

Douglas G. Griffin, School Board Attorney



THE SCHOOL BOARD OF MARTIN COUNTY, FLORIDA

500 East Ocean Blvd • Stuart, Florida 34994 • Telephone (772) 219-1200 Ext: 30235 • Facsimile: (772) 219-1227

September 28, 2009

MEMORANDUM

TO: School Board Members

FROM: Douglas G. Griffin, School Board Attorney *DGA*

RE: Florida Mechanical, LLC v. School Board of Martin County, Florida, Case No. 09-2679CA

On September 22, 2009, Chairperson Lorie Shekailo was served with a Summons and Complaint by Florida Mechanical, LLC.

The suit involves Florida Mechanical's claim for payment of services in the amount of \$235,615.50, plus interest, due for HVAC-related labor, material and services to the School District's facilities.

I am requesting a meeting with the School Board to discuss further litigation strategies and expenditures. In order to obtain direction, I respectfully request a private attorney-client session, as authorized by Section 286.01(8), Florida Statutes, to discuss the pending litigation and to seek advice from the School Board. I will be prepared to present the case strategy within the confines of Section 286.011(8), which imposes a number of requirements on such private attorney-client sessions:

- Each such meeting shall be among the School Board members, the chief executive officer of the School District, and the Board's attorneys only.
- The Board's attorney must advise the Board at a public meeting that the attorney desires advice concerning pending litigation. I propose to make such a request at the meeting on October 6, 2009.
- The subject matter of each session must be confined to settlement negotiations or strategy sessions related to litigation expenditures in the currently pending litigation.
- The entire session must be recorded by a certified court reporter; the court reporter must record the times of commencing and terminating the session, all

Nancy Kline, Superintendent

School Board Members: Dr. David L. Anderson • Maura Barry-Sorenson • Laurie Gaylord • Susan J. Hershey • Lorie Shekailo

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discussions and proceedings, the names of all persons present, and the names of all persons speaking; no portion of the session may be off the record; and the court reporter's notes must be fully transcribed and filed with the secretary to the Board.

- The Board must give reasonable public notice of the time and date of the session and the names of the persons who will attend; the session must commence at an open meeting at which the chairperson must announce the commencement and estimated length of the session and the names of the persons attending.
- At the conclusion of the session, the meeting must be reopened and the chairperson must announce termination of the session.
- Upon conclusion of the litigation, the transcript of the session will become part of the public record.

I respectfully request that the Board schedule and notice a private attorney-client session at the end of the School Board meeting on October 6, 2009. At that time, the chairperson should make the following announcements at the open meeting:

- The Board is commencing a private attorney-client session, the estimated length of which is 45 minutes.
- The subject matter of the session is Florida Mechanical, LLC. v. School Board of Martin County, Florida, Case No. 09-2679CA, Circuit Court of Martin County, Florida.
- The names of the persons attending the session are as follows:
 - Dr. David L. Anderson;
 - Mrs. Maura Barry-Sorenson;
 - Mrs. Laurie Gaylord;
 - Mrs. Susan Hershey;
 - Mrs. Lorie Shekailo;
 - Mrs. Nancy Kline, Superintendent; and
 - Douglas G. Griffin, School Board Attorney.

At the conclusion of the session, the chairperson should then reopen the public meeting and publicly announce termination of the session.

Please advise if you have any questions or require additional information.

/dmf

Copy to: Mrs. Nancy Kline, Superintendent