



**APPROVED**  
MAR 16 2010

## REGULAR SCHOOL BOARD MEETING MINUTES

Tuesday, February 16, 2010 – 7:00 p.m.

School Board Meeting Room

500 E. Ocean Boulevard

Stuart, FL 34994

### Members Present

Lorie Shekailo, Chair

Susan Hershey, Vice Chair

Dr. David Anderson

Maura Barry-Sorenson

Laurie Gaylord

Nancy Kline, Superintendent

Doug Griffin, Attorney

AFSCME: No Representative

MCEA: No Representative

*Call to Order by the Chair and Pledge of Allegiance to the Flag of the United States of America.*

### 1. Adoption of the Agenda

#### 1.01 Additions, Deletions or Amendments to the Agenda

Chair Lorie Shekailo noted the following amendments to the backup of the following Agenda Items:

- Agenda Item 12.01, Schedule of Personnel Recommendations, line item 2: Amend retirement date to 04/30/10.
- Agenda Item 12.10, Revised Job Description for Educational Paraprofessional, Qualifications (3): Amend to read ELL students instead of ESOL students.

#### 1.02 Approval of the Agenda

*Motion to approve the Agenda as amended was made by Susan Hershey, seconded by Maura Barry-Sorenson, and carried unanimously.*

### 2. Approval of the Minutes

2.01 January 19, 2010 – Workshop – Safety and Security

2.02 January 19, 2010 – Regular Meeting

2.03 January 20, 2010 – Special Meeting – Attorney/Client Meeting

2.04 January 27, 2010 – Special meeting

2.05 January 27, 2010 – Workshop – Public Comments

2.06 February 5, 2010 – Special Meeting – Attorney/Client Meeting

*Motion to approve the Minutes of the January 19, 2010, Workshop; the January 19, 2010, Regular Meeting; the January 20, 2010, Special Meeting; the January 27, 2010, Special Meeting; the January 27, 2010, Workshop; and the February 5, 2010, Special Meeting, was made by Dr. David Anderson, seconded by Susan Hershey, and carried unanimously.*

### 3. Superintendent's Update

Cathy Brennan presented the Superintendent's Update via a PowerPoint presentation.

**4. Recognitions**

**4.01 Russell Holloway Elementary Track Meet**

**a. Overall Champions**

**b. Cheryl Hubbard Sportsmanship Award**

Larry Green, Principal of SeaWind Elementary School, provided a history of the track meet which he has been involved with since its inception 26 years ago. Mr. Green thanked all those involved with the meet, and presented the awards to the Overall Champions: Bessey Creek Elementary School; and recognized the schools that tied for the Cheryl Hubbard Sportsmanship Award: Jensen Beach Elementary School and SeaWind Elementary School.

**5. Presentations - None**

**6. Open to the Public/Board**

The following members of the public spoke:

Gary Sparks	Dennis Lavelle
Gene Zweben	Jennifer Hayes
Robert Wise	

The following Board members commented:

Lorie Shekailo	Dr. David Anderson
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**7. Removal of Items from the Consent Agenda**

The following Items were pulled from the Consent Agenda:

- Agenda Item 12.01, Schedule of Personnel Recommendations
- Agenda Item 12.04, Revised Job Description for Executive Director for Operations Services
- Agenda Item 12.05, Revised Job Description for Executive Director of Finance
- Agenda Item 12.11, Approve Revised Organizational Chart
- Agenda Item 13.01, Use of Facilities

**CONSENT AGENDA ITEMS 8 through 13**

*Motion to approve the Consent Agenda with the exception of Agenda Items 12.01, 12.04, 12.05, 12.11, and 13.01, was made by Susan Hershey, seconded by Laurie Gaylord, and carried unanimously.*

**8. Items of CONSENT – New Agreements - NONE**

**9. Items of CONSENT - Addenda to Agreements - NONE**

**10. Items of CONSENT - Renewal Agreements**

**10.01 Boca Speech Center – Service Agreement for Speech and Language Services**

**11. Items of CONSENT – Grants - NONE**

**12. Items of CONSENT – Approve Personnel Items**

~~12.01 Schedule of Personnel Recommendations~~ (Revision to line item 2 at Agenda Item 1.01 - Pulled for Discussion – See Agenda Item 14)

**12.02 Leaves Authorized by the Superintendent**

**12.03 New Job Description for Director of Stuart Community Adult High School**

~~12.04 Revised Job Description for Executive Director for Operations Services~~ (Pulled for Discussion – See Agenda Item 14)

~~12.05 Revised Job Description for Executive Director of Finance~~ (Pulled for Discussion – See Agenda Item 14)

- 12.06 Eliminate Job Description for Executive Director of Educational Technology**
- 12.07 Revised Job Description for Director of Educational Technology**
- 12.08 Eliminate Job Description for Director of HRMD & Staff Development**
- 12.09 Revised Job Description for Executive Director of HRMD and Staff Development**
- 12.10 Revised Job Description for Educational Paraprofessional** (Revised to correct a typographical error at Agenda Item 1.01)
- ~~**12.11 Approve Revised Organizational Chart**~~ (Removed from Agenda at Agenda item 7)

**13. Items of CONSENT - Other Consent Items**

- ~~**13.01 Use of Facilities**~~ (Pulled for Discussion – See Agenda Item 14)
- 13.02 Field Trips/Use of Buses/Vehicles**
- 13.03 Declaration of Surplus Property**
- 13.04 Head Start Policy Council Minutes – December 11, 2009**

**14. Items Removed from the CONSENT Agenda**

- 12.11 Approve Revised Organizational Chart**

Laurie Gaylord requested that the chart be revised to place the POI under the Superintendent and to list all the administrative positions on the chart.

*Motion to remove this item from the Agenda, revise, and bring it back to the next Board Meeting was made by Laurie Gaylord and seconded by Susan Hershey. Upon being put to a vote, the motion carried unanimously.*

**12.01 Schedule of Personnel Recommendations**

Susan Hershey asked for clarification on funding for positions related to Boys' Lacrosse, noting that she had understood that the expenses for Boys' Lacrosse were to be taken care of with donations. As that information was not immediately available, she requested that line items 89, 107, 111, 112, and 113 be removed until additional information is provided.

*Motion to approve the Schedule of Personnel Recommendations with the amendment made previously to line item 2 changing the retirement date to 04/30/10, and with the exception of line items 89, 107, 111, 112, and 113, was made by Susan Hershey, seconded by Laurie Gaylord, and carried unanimously.*

Note: Additional information regarding funding for Lacrosse was brought forward later in the meeting, following Agenda Item 22.

**13.01 Use of Facilities**

Susan Hershey questioned why a tutor at Jensen Beach Elementary School was not paying for the use of the facility. Marshall Skinner indicated he would investigate the matter and report back at the next meeting. Doug Griffin recommended "conditional approval," subject to the standard charge if appropriate.

*Motion to approve the Use of Facilities with the exception of Pam Baker, After-School Tutoring at Jensen Beach Elementary, which would be a conditional approval, was made by Susan Hershey, seconded by Dr. David Anderson, and carried unanimously.*

**12.04 Revised Job Description for Executive Director for Operations Services**

**12.05 Revised Job Description for Executive Director of Finance**

Lorie Shekailo questioned the revision regarding moving the supervision of the Director of Purchasing and Warehousing from the Executive Director for Operations Services to the Executive Director of Finance, indicating she believed it could potentially be a control issue. Discussion ensued. In response to questions from Maura Barry-Sorenson, Director of Finance Bryan Thabit indicated that from his experience with other governmental entities, the position resides with the Finance Department. He also indicated that controls are in place, but may be realigned with different personnel.

*Motion to leave the Director of Purchasing and Warehousing with the Executive Director for Operations Services was made by Susan Hershey. Dr. David Anderson seconded the motion, which carried four to one, with Maura Barry-Sorenson opposed.*

**15. Finance**

**15.01 Purchase Orders/Contracts**

- a. Request for Board Approval of Purchase Orders
- b. Report of Released Purchase Orders Greater Than \$10,000

**15.02 Approve Monthly Financial Statement for January 2010**

**15.03 Approve General Fund Budget Amendment 10-105**

**15.04 Approve Capital Fund Budget Amendment 10-305**

**15.05 Approve Special Revenue Budget Amendment 10-4205**

**15.06 Approve Food Service Budget Amendment 10-4104**

**15.07 Approve ARRA Stimulus Budget Amendment 10-4324**

**15.08 Approve State Fiscal Stabilization Budget Amendment 10-4312**

*Motion was made by Susan Hershey to approve Finance Items 15.02 through 15.08. The motion was seconded by Laurie Gaylord and carried unanimously.*

Susan Hershey questioned items listed in Agenda Item 15.01.b, Report of Released Purchase Orders, regarding releases to Florida Architect for the Instructional Center and the Environmental Studies Center. She indicated that she had thought the Board voted at the December 15<sup>th</sup> meeting not to move forward with these items. Julian Angel, Director of Facilities, indicated that he believed staff secured approval to proceed with releasing the Purchase Orders to the design professionals to evaluate and design and prepare a plan with the understanding that the projects will not move forward with anything related to security until after Board discussion. Mrs. Hershey requested a verbatim transcript of the motion, the second, and the vote from the December 15<sup>th</sup> meeting.

*Motion to approve Agenda Item 15.01.a, Approval of Purchase Orders, was made by Susan Hershey, seconded by Maura Barry-Sorenson, and carried unanimously.*

*Motion to approve Agenda Item 15.01.b., Report of Released Purchase Orders, with the exception of the two releases to Florida Architect for the Instructional Center and the Environmental Studies Center was made by Maura Barry-Sorenson, seconded by Dr. David Anderson, and carried unanimously.*

**16. Bid Recommendations**

**16.01 Approval of Bids**

- a. Piggyback Bid - Florida State 250-WSCA-10-ACS/SWCA Price Agreement #B27164 for Computer Equipment, Peripherals and Related Services
- b. Piggyback Bid - Palm Beach County School Bid #CP 3/6 for Roofing Contractor Services
- c. Renew Piggyback Bid – Florida State Contract #618-001-07-ACS-3 for Office and Classroom Supplies

**16.02 Approval of RFPs**

- a. Award RFP # 5001-0-2010/JC for Banking Services
- b. Renew RFP #00-5002-JK for Records Management Services
- c. Renew RFP #5001-0-2007/JC for Delivered and Installed Desktop and Laptop Computers
- d. Piggyback RFP - U.S. Communities #IS-1057-1 for Telecommunications Supplies

*Motion to approve items under Agenda Item 16, Bid Recommendations, was made by Susan Hershey, seconded by Laurie Gaylord, and carried unanimously.*

17. **Construction - NONE**
18. **Rule Revisions – First Review and Approval Adv. Per APA of School Board Policy - NONE**
19. **Rule Revisions – Public Hearing on School Board Rule**
  - 19.01 **Policy 3142.01 – Discrimination/Harassment Complaint Procedure – Personnel**

Public comment was received from Jennifer Hayes.

*Motion to approve Agenda Item 19.01, School Board Policy 3142.01, Discrimination/Harassment Complaint Procedure – Personnel, was made by Susan Hershey, seconded by Dr. David Anderson, and carried unanimously.*

**19.02 Policy 5517.01 – Discrimination/Harassment Complaint Procedure – Students**  
*Motion to approve Agenda Item 19.02, Rule Revision, Policy 5517.01, Discrimination/Harassment Complaint Procedure – Students, was made by Dr. David Anderson, seconded by Susan Hershey, and carried unanimously.*

**20. Other Agenda Items:**

**20.01 Approve Head Start Policies and Procedures Revision**  
**20.02 Approve Wellness Policy Annual Report**  
**20.03 Approve Special Warranty Deed to Martin County for Pineapple Park Property**  
*Motion to approve Agenda Items 20.01, 20.02, and 20.03 was made by Dr. David Anderson, seconded by Maura Barry-Sorenson, and carried unanimously*

**20.04 Approve Resolution for Treasure Coast Council of Governments**  
Laurie Gaylord questioned if a Board Member is appointed to this Council. Lorie Shekailo indicated that the Chairpersons of the various boards attend and that she has been attending after being invited by Dr. Judy Miller from St. Lucie County. Maura Barry-Sorenson volunteered to serve as the alternate to this Board.

*Motion to approve Agenda Item 20.04, Resolution for Treasure Coast Council of Governments, was made by Laurie Gaylord, seconded by Susan Hershey, and carried unanimously.*

**21. Discussion - Sick Time/Personal Time Policy**  
Pam Lannon explained that the Superintendent's office was contacted about a matter regarding transferring sick leave to a colleague. Doug Griffin indicated that Florida Statutes prohibit employees from donating sick leave to another employee. Staff will continue to research solutions including the possibility of transferring annual leave rather than sick leave.

**22. Fact Check**  
Lorie Shekailo indicated for the record that she had requested that this item be removed from the Agenda as Mrs. Kline now has the opportunity to speak during Open to the Board. If it is not removed, she suggested that all Board Members be permitted to speak on this item. Nancy Kline indicated this item was added to provide an opportunity to clarify facts for the Board, and indicated that the Board would not be limited from speaking. Dr. Anderson questioned if the public would have an opportunity to rebut. After discussion, Lorie Shekailo indicated that the consensus is that Mrs. Kline can present the Fact Check during Open to the Board.

**Agenda Item 12.01, Schedule of Personnel Recommendation, Line Items 89, 107, 111, 112, and 113.**  
Additional information was received regarding the Expenses for the Lacrosse Coaches listed on the Schedule of Personnel Recommendations. Gail Williams noted that line item 113 was for Girls' Lacrosse and that the expenses for coaches are funded through the General Fund. Mrs. Shekailo asked if all clubs have coaches and if they are funded in the same fashion. Joan Hunt, Principal of Martin County High School, reported that the school reimburses the District for the Coaches. She noted that not all clubs have coaches, but all

clubs have sponsors. Sponsors are not paid for through donations. Susan Hershey indicated that Girls' Lacrosse would be paid for, but Boys' Lacrosse would not as the parents who presented it to the Board prior to approval indicated that they would cover the expenses.

*Motion to approve Agenda Item 12.01, Schedule of Personnel Recommendations, Line Item 113, was made by Laurie Gaylord, seconded by Dr. David Anderson, and carried unanimously.*

**23. Open to the Board**


Nancy Kline provided a Fact Check, and presented information to the Board.


Sean Scott, Student Representative (SFHS), reported on activities at the high schools.

The following Board Members spoke:

Maura Barry Sorenson	Susan Hershey
Laurie Gaylord	Lorie Shekailo

There being no further business, the meeting adjourned at approximately 9:45 p.m.

  
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CHAIR (Lorie Shekailo)

  
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SECRETARY (Nancy Kline)