

The District School Board of Indian River County met on December 13, 2016, at 6:00 p.m. The meeting was held in the Teacher Education Center located in the School District Office at the J.A. Thompson Administrative Center located at 6500 – 57th Street, Vero Beach, Florida 32967. District School Board Members attending were: Chairman Charles G. Searcy, Vice Chairman Shawn R. Frost, and Board Members: Dale Simchick, Laura Zorc, and Tiffany M. Justice. Dr. Mark J. Rendell, Superintendent of Schools; and Suzanne D’Agresta, School Board Attorney, were also present. Prior to the meeting, an invocation was given by Pat Blackburn, from First Church of Christ Scientist.

### **Business Meeting Minutes**

- I. Meeting was called to order by Chairman Searcy.
- II. Pledge of Allegiance to the Flag was led by Vice Chairman Frost.
- III. **ADOPTION OF ORDERS OF THE DAY**  
Chairman Searcy announced a request to move Consent E to Action and called for a motion. Mrs. Simchick moved approval with the amendment to move Consent E to Action. Mr. Frost seconded the motion and it carried unanimously, with a 5-0 vote.
- IV. **PRESENTATIONS**
  - A. Community Schools**  
Pelican Island Elementary Principal, Chris Kohlstedt, was presented with a check for \$25,000 for their Community School Program by the Indian River County United Way, represented by Meredith Egan, Chief Operating Officer.
  - B. Very Special Arts (VSA) Card Contest Award**  
Elijah Patterson was recognized as the winner of the Very Special Arts Christmas Card Contest by Mary-Terese Vanhollenbeck, ESE Teacher. Mr. Patterson was presented with a Certificate of Excellence and a check for \$100 from Douglas Tuttle of Tuttle Law, as well as copies of his card design. Mr. Tuttle was then presented with a Certificate of Appreciation for sponsoring the VSA Card Contest for the past 15 years.
  - C. Musical Performance by Glendale Elementary School**  
Glendale Elementary School’s Chorus led by Michael Little, Music Teacher, performed three Christmas songs.
  - D. Short Video on School Initiatives, Science Fair**
- V. **CITIZEN INPUT**  
Curtis Carpenter requested to speak on a technology teaching position at Osceola Magnet School.  
John Young spoke in support of a technology teaching position at Osceola Magnet School.

Liz Cannon requested more support for new teachers to the District and spoke about the Health Insurance increase.

Anthony Stewart spoke about the Desegregation Order and issues regarding his children at Treasure Coast Elementary School.

VI. CONSENT AGENDA

Chairman Searcy called for a motion. Mrs. Simchick moved approval of the Consent Agenda moving Consent E. Mrs. Justice seconded the motion and it carried unanimously, with a 5-0 vote.

**A. Approval of Minutes – Dr. Rendell**

1. Organization Meeting held 11/22/2016
  2. Business Meeting held 11/22/2016
- Superintendent recommended approval.

**B. Approval of Personnel Recommendations – Dr. Fritz**

Attached is a list of personnel recommendations that included personnel additions, terminations, and/or changes. Superintendent recommended approval.

**C. Approval to Rescind Amendments to Fair Labor Standards Act (FLSA) Status – Dr. Fritz**

On November 22, 2016, the School Board approved the designation of positions as non-exempt under the revisions to the Fair Labor Standards Act that was to become effective on December 1, 2016. That same night (November 22, 2016), a federal judge in Texas entered a preliminary injunction staying the December 1, 2016, effective date of the new regulations. Accordingly, at this time, the School Board was not required to implement the new regulatory requirements by December 1, 2016. The Superintendent recommended that the School Board rescind the amendments enacted by the School Board on November 22, 2016. If changes were required at a later date, proposed amendments would be brought forth. Superintendent recommended approval.

**D. Approval of Donations – Mr. Morrison**

1. Osceola Magnet School received a donation in the amount of \$1,000 from Kathleen R. Pierce. The donation would benefit the staff and students at Osceola Magnet School by providing training in the Singapore Math series.
2. Sebastian Elementary School received a donation in the amount of \$1,000 from the Mardy Fish Children's Foundation. The funds would be used for the Sebastian Elementary Cheerleading and Dance Team.
3. Liberty Magnet School received a donation in the amount of \$1,140 from the Liberty Magnet PTA. The funds would be used to pay for the Liberty Magnet School 5<sup>th</sup> grade students' boat trip at Sea Camp.

Superintendent recommended approval.

**E. Approval of Budget Amendments – Mr. Morrison**

(Moved to follow Consent Agenda.)

**F. Approval of 2016 Florida Safe Schools Assessment Report – Dr. Fritz**

The 2016 Florida Safe Schools Assessment Report was submitted annually to the Florida Department of Education and was required by the Safe Passage Act, enacted in 2001. The objective was for each District to have a clearly directed safety and security plan. The report was confidential. Superintendent recommended approval.

Item moved from Consent Agenda.

**E. Approval of Budget Amendments – Mr. Morrison**

This request was for approval of the following budget amendments for fiscal year ending June 30, 2017:

Amendment # 1 – Special Revenue

Amendment #1 – Capital Projects

Amendment #1 – General Fund

Superintendent recommended approval.

This item was moved to Action with Amendment #1 – General Fund being removed. Chairman Searcy called for a motion. Mrs. Simchick moved approval of Consent E, with the removal of Amendment #1 – General Fund. Mrs. Justice seconded the motion and it carried unanimously, with a 5-0 vote.

VII. ACTION AGENDA

**A. Approval of 2016-2017 School Improvement Plans and District Improvement and Assistance Plan – Mr. Green**

In accordance with Florida Statute 1001.42 and School Board Policy 2120, each school must complete a School Improvement Plan with the assistance of their School Advisory Council. In addition, the District must complete a District Improvement and Assistance Plan. The District Improvement and Assistance Plan and the School Improvement Plans were completed using an 8-Step, Problem Solving Process. This process included analyzing data, setting goals and targets, and developing action plans for improvement. The District Improvement and Assistance Plan and School Improvement Plans were submitted for approval and could be accessed without a password at <https://www.floridacims.org/districts/indian-river>. Superintendent recommended approval.

Chairman Searcy called for a motion. Mrs. Simchick moved approval of the 2016-2017 School Improvement Plans and District Improvement and Assistance Plan. Mrs. Justice seconded the motion. After discussing the issue at length, the Board voted 4-1 in favor of the motion. Mr. Searcy, Mrs. Simchick, Mrs. Justice, and Mrs. Zorc voted in favor of the motion. Mr. Frost voted against the motion.

**B. Approval of 2016-2017 School Advisory Council Membership Composition – Mr. Green**

In accordance with Florida Statute 1001.452 and School Board Policy 2125, each school must establish a School Advisory Council (SAC). Each SAC shall be composed of the principal and an appropriately balanced number of teachers, education support employees, students, parents, and other business and community citizens who were representative of the ethnic, racial, and economic community served by the school. School Advisory Councils must include students attending high schools, may include students at middle school, and do not include students at elementary schools. Completed SAC composition and membership reports were submitted for approval. Superintendent recommended approval.

Chairman Searcy called for a motion. After discussion, Mrs. Justice recommended middle school students participate in the School Advisory Council. Mrs. Justice moved approval of the 2016-2017 School Advisory Council Membership Composition. Mr. Frost seconded the motion. The Board voted 5-0 in favor of the motion.

**C. Approval to Purchase PC's, Laptops, Monitors, and Associated Connectors from CDW-G through the NJPA 100614 Contract for District Wide Refresh - Mr. Green**

Pursuant to School Board Policy 6320, the Superintendent's authority was limited to purchase commodities and/or contractual services where the total amount did not exceed \$50,000. This request was to grant the authority for the Superintendent to issue purchase orders as per the terms listed below. CDW-G would provide the District with computers, laptops, monitors, and connectors throughout the District as part of the ongoing refresh cycle. This refresh would target desktop computers that were over 6-years-old and laptops that were over 5-years-old that were due for replacement. Monitors were not part of the usual refresh cycle and were replaced as needed. These components would be distributed throughout the District. The cost impact would be \$537,268.34 and the quote was attached. This purchase would be funded through the 0.6 voter approved millage (\$427,240.00) and through capital funds (\$110,028.34). Superintendent recommended approval.

Chairman Searcy called for a motion. Mr. Frost recommended approval to purchase PC's, laptops, monitors, and associated connectors from CDW-G through the NJPA 100614 Contract for District Wide refresh. Mrs. Justice seconded the motion. The Board voted 5-0 in favor of the motion.

**D. Approval to Purchase FatPipe Hardware and Service from AT&T - Mr. Green  
-Deleted-**

**E. Approval to Purchase Additional Tablet PCs and Tablet PC Carts from United Data Technologies (UDT) through the OCPS RFP1508150 Contract - Mr. Green**

Pursuant to School Board Policy 6320, the Superintendent's authority was limited to purchase commodities and/or contractual services where the total amount did not exceed \$50,000. This request was to grant the authority for the Superintendent to issue purchase orders as per the terms listed below. UDT would provide the District with tablet PCs and tablet PC carts. These would be used for the purposes of instructional technology, delivering digital curriculum, and for delivering online assessments. This purchase would include 23 complete carts as requested by various schools through their school-based technology needs assessment. The carts would be distributed as follows: Vero Beach High School (6), Sebastian River High School (5), Oslo Middle School (2), Vero Beach Elementary (2), Treasure Coast Elementary (2), Citrus Elementary (2), Sebastian Elementary (1), Dodgertown Elementary, (1), Pelican Island Elementary (1), and Liberty Magnet (1). The cost impact would be \$373,495.71 and the quotes were attached. This would be funded through the 0.6 voter approved millage. Superintendent recommended approval.

Chairman Searcy called for a motion. After discussion, Mr. Frost recommended approval to purchase additional Tablet PC's and Tablet PC carts from United Data Technologies (UDT) through the OPCS RFP1508150 Contract. Mrs. Simchick seconded the motion. The Board voted 5-0 in favor of the motion.

**F. Approval of Contract with Indian River County Senior Resource Association – Dr. Fritz**

The Food & Nutrition Services (FNS) Department had been providing meals to Senior Resource Association (Meals on Wheels) since 1997. FNS had been informed recently by Senior Resource Association (Meals on Wheels) that they were required to put out an RFP since this was a federally funded program. Senior Resource Association (Meals on Wheels) asked the District to extend the current pricing of \$3.91 per meal from January 1, 2017, to June 30, 2017. The FNS staff prepared and delivered approximately 350 meals daily, Monday through Friday, to Indian River County senior citizens. The total cost last year was approximately \$346,000 that resulted in a minimal profit. Superintendent recommended approval.

Chairman Searcy called for a motion. After a brief discussion, Mrs. Simchick moved to approve the contract with Indian River County Senior Resource Association. Mr. Frost seconded the motion. The Board voted 5-0 in favor of the motion.

**G. Approval to Renew RFP #2016-07 with Aon Consulting Inc. Operating as Aon Hewitt for Employee Health and Wellness Benefits Consultant - Dr. Fritz**

Pursuant to the terms and conditions of RFP #2016-07, the Purchasing Department requested approval to renew this RFP for one additional year. There were no direct costs for these services as the consultant's fees were generated by insurance commissions. The new contract period would be from ~~December 9, 2016~~, December 13, 2016, through December 8, 2017. All terms and conditions would remain the same. Please see attached copy of the renewal letter. Superintendent recommended approval.

Chairman Searcy called for a motion. After a brief discussion, Mrs. Zorc requested a copy of contracts up for approval be provided in the future. Mr. Frost moved for approval to renew RFP #2016-07 with Aon Consulting Inc. Operating as Aon Hewitt for employee health and wellness benefits consultant. Mrs. Simchick seconded the motion. The Board voted unanimously, with a 5-0 vote, in favor of the motion.

**H. Approval of Guaranteed Maximum Price for Vero Beach High School Citrus Bowl Phased Renovations, Proctor Construction Company (SDIRC #04-0-2017JC) – Mr. Morrison**

Approval was recommended for the Guaranteed Maximum Price (GMP) for the Vero Beach High School Citrus Bowl Phased Renovations project in the amount of \$3,398,443. This price included all construction and management costs with Proctor Construction Company. This project would consist of removal of existing restrooms, reconstruction of new ADA compliant restrooms, removal of existing home locker room, reconstruction of new ADA compliant home locker room, construction of new visitor locker room beneath bleachers similar to home locker room, and removal of visitors' locker room portables. The GMP did not include architect, engineering, and testing fees in the amount of \$275,300. The total project cost was \$3,673,743. Superintendent recommended approval.

Chairman Searcy called for a motion. During discussion, Mr. Searcy requested a workshop on the CMAR process. Dr. Rendell stated that a workshop was scheduled for February 2017. Mr. Westenberger, Director of Facilities, Planning, & Construction, clarified that Line Item 33 was in reference to underground site utilities. Mr. Frost moved approval of the guaranteed maximum price for Vero Beach High School Citrus Bowl phased renovations, Proctor Construction Company (SDIRC #04-0-2017JC). Mrs. Justice seconded the motion. The Board voted unanimously, with a 5-0 vote, in favor of the motion.

**I. Approval of the Indian River Agreement for Architectural Services for Fellsmere Elementary 700 Building HVAC Replacement – Mr. Morrison**

Approval was recommended for the Indian River Agreement for Architectural Services between the School Board of Indian River County and Donadio and Associates, Architects, P.A. This Agreement was for Professional Architectural Services as defined in Exhibit “A” for the replacement and upgrade of the HVAC systems within existing 700 Building at Fellsmere Elementary. The contract sum totaled \$56,000 as defined in Article 3, “Fees and Payment” for basic services, plus \$2,500 for Reimbursable items. Superintendent recommended approval.

Chairman Searcy called for a motion. Mr. Frost moved for approval of the Indian River Agreement for Architectural Services for Fellsmere Elementary 700 Building HVAC replacement. Mrs. Justice seconded the motion. The Board voted unanimously, with a 5-0 vote, in favor of the motion.

**J. Approval of Release of Final Payment to Proctor Construction Company for the Citrus Elementary New Classroom Addition Project (SDIRC 2015-19) – Mr. Morrison**

Approval was recommended for release of final payment in the amount of \$221,766.91 to Proctor Construction Company for the Citrus Elementary New Classroom Addition Project (SDIRC 2015-19). On November 17, 2015, the Board approved the Guaranteed Maximum Price (GMP) in the amount of \$4,319,353. The final construction cost for this project totaled \$3,816,720.52. The unused balance of the GMP, in the amount of \$502,632.48, would be placed in the District’s Capital Project Account. Final payment for this project was being brought to the Board for approval in accordance with Florida Statute 1013.50. The final payment to the contractor consisted of the project retainage that was held until project completion. Superintendent recommended approval.

Chairman Searcy called for a motion. Mrs. Simchick moved approval of the release of final payment to Proctor Construction Company for the Citrus Elementary new classroom addition project (SDIRC 2015-19). Mr. Frost seconded the motion. The Board voted 5-0 in favor of the motion.

**K. Approval of Continuing Contract for Mechanical, Electrical, and Plumbing Design/Engineering Services Template – Mr. Morrison**

Approval was requested for a continuing contract for mechanical, electrical and plumbing design/engineering services template. Prior to this recommendation, continuing contract service provider agreements were approved by project on an as needed basis for a finite scope of services; therefore, not continuing. The proposed template included all required general terms and conditions and includes a task sheet that would be executed each time services are required.

If services related to a specific project were expected to exceed \$50,000, the task sheet outlining the scope of services would be presented to the Board for approval as required by School Board Policy 6320. The proposed changes were being recommended based on consultations with the School Board's Attorney. Superintendent recommended approval.

Chairman Searcy called for a motion. During discussion, Mr. Carver, Director of Purchasing, clarified the process used for this template, including his work with Attorney D'Agresta. Mrs. Simchick moved for approval of the Continuing Contract for Mechanical, Electrical, and Plumbing Design/Engineering Services Template. Mr. Frost seconded the motion. The Board voted unanimously, with a 5-0 vote, in favor of the motion.

**L. Approval of Continuing Contract for Architectural and Engineering Services Template – Mr. Morrison**

Approval was requested for a continuing contract for Architectural and Engineering Services template. Prior to this recommendation, continuing contract service provider agreements were approved by project on an as needed basis for a finite scope of services; therefore, not continuing. The proposed template included all required general terms and conditions and a task sheet that would be executed each time services were required. If services related to a specific project were expected to exceed \$50,000, the task sheet outlining the scope of services would be presented to the Board for approval as required by School Board Policy 6320. The proposed changes were being recommended based on consultations with the School Board's Attorney. Superintendent recommended approval.

Chairman Searcy called for a motion. Mrs. Simchick moved approval of the contract for Architectural and Engineering Services Template. Mr. Frost seconded the motion. The Board voted unanimously, with a 5-0 vote, in favor of the motion.

**M. Approval of the FOCUS School Software Agreement for the Enterprise Resource Planning System - Mr. Morrison**

Pursuant to Action Agenda Item D, District School Board Business Meeting held 9/27/16, staff recommended approval of the final negotiated Focus School Software agreement for the Enterprise Resource Planning System. Focus was the lowest cost option. The final negotiated contract was below the approved budget of \$800,000 that was part of the 0.60 Voter Approved Millage. FOCUS School Software would replace the District's current ERP System, TERMS. This system was used for Payroll, Human Resources, Employee Self Service, Fixed Assets, Budgeting, Purchasing, Accounts Payable, Accounts Receivable, Student Activity Accounts, and Warehouse. Superintendent recommended approval.



Chairman Searcy called for a motion. After discussion, Mrs. Zorc moved approval of the FOCUS School Software Agreement for the Enterprise Resource Planning System. Mr. Frost seconded the motion. The Board voted unanimously, with a 5-0 vote, in favor of the motion.

**N. Approval of Appointment of a Citizen to the Indian River County Metropolitan Planning Organization (MPO), County Citizen Advisory Committee for Transportation and an Alternate for this Voting Position – Chairman Searcy**

This was a volunteer position that began on September 11, 2012. The term of this position coincided with the Board's organization meeting. The CAC meets the first Tuesday of the month at 2 p.m. in Conference Room B1-501. The position was vacant. Board Members would submit names and vote on both the Committee Member and an Alternate Citizen to serve.

Chairman Searcy called for a motion. Mr. Frost moved for approval of the appointment of Amy Speak to the Indian River County Metropolitan Planning Organization (MPO) Citizen Advisory Committee for Transportation and John Kim as the Alternate for this voting position. Mrs. Simchick seconded the motion and it carried unanimously, with a 5-0 vote, in favor of the motion.

VIII. SUPERINTENDENT'S REPORT

Dr. Rendell stated he would give his report under the Superintendent's Closing.

IX. DISCUSSION

No discussion items

X. SCHOOL BOARD MEMBER MATTERS

Mrs. Justice thanked Sebastian River High School for the fantastic PRISM concert; United Way for their contribution of \$25,000 to Pelican Island's Community School Project; Liberty Magnet's PTA for their contribution of \$1,140 for Sea Camp; the Mardy Fish Foundation for their \$1,000 contribution to Sebastian Elementary; and the donation of \$1,000 by a private donor to Osceola Magnet School.

Mrs. Simchick thanked staff for their work at today's workshop, discussion session, and Board meeting; commended Pam Dampier for doing a great job since coming to our District; thanked the Salvation Army for their services; and commented about this being the first school year where the mid-term exams would be taken before the Christmas break.

Mr. Frost commented on the Estimating Conference in Tallahassee and the indication that finances for 2017-2018 appeared to be less than favorable; commented on the fantastic Sebastian River High School PRISM concert; and wished everyone a Merry Christmas and a Happy Holiday Season.

Mrs. Zorc echoed Mr. Frost's comments and said that she looked forward to the new year, felt positive about the Board, and appreciated the support she received since becoming a Board Member.

Mr. Searcy praised Sebastian River High School for the PRISM concert by saying that he was flabbergasted and astounded at the talent of the young people involved.

XI. INFORMATION AGENDA

**A. Financial Report for Month ending September 30, 2016, and October 31, 2016 - Mr. Morrison**

Attached were the Financial Reports for the months ending September 30, 2016, and October 31, 2016.

XII. SUPERINTENDENT'S CLOSING

Dr. Rendell reported that he had attended the Sebastian River High School PRISM Concert, that was fantastic, and the Vero Beach High School Holiday Program, that was equally fantastic. He also attended Fellsmere Elementary School's Christmas Concert, that was outstanding.

XIII. ADJOURNMENT – Chairman Searcy

Meeting adjourned at 8:17 p.m.