

The District School Board of Indian River County met on August 8, 2017, at 6:00 p.m. The Business 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.

Meeting Minutes

- I. Meeting was called to order by Chairman Searcy at 6:00 p.m.
- II. PLEDGE OF ALLEGIANCE TO THE FLAG by Mrs. Simchick
- III. ADDITIONAL AMENDMENT PRESENTED TO THE BOARD – Dr. Rendell
Dr. Rendell presented a list of Personnel Recommendations to the Board Members, which supersedes the Consent Agenda Item B. He explained this is being presented because of the need for approval prior to school starting. The list provided to the Board Members showed the additional staff was highlighted in yellow. The Board Members did have some questions about the Pending Status of new hires. Dr. Rendell explained that no one starts until they have passed the full background check and drug screening.
- IV. ADOPTION OF ORDERS OF THE DAY
Chairman Searcy asked the Board Members, if they have any items to move from Consent. He then called for a MOTION to Adopt the Orders of the Day. Mrs. Simchick moved to approve the Adoption of Orders of the Day with the amended personnel. Mrs. Zorc seconded the motion and it carried unanimously, with a 5-0 vote.
- V. PRESENTATIONS
A. Short Video on School Initiatives – Dr. Rendell.
Dr. Rendell thanked the Board for approving the amendment. He went on to answer all questions that were asked with regards to the Personnel Amendment. Dr. Rendell then shared the work teachers had been doing over the summer. The Digital Summer Academy was kicked off. There were more than 250 teachers present throughout the week, along with key note speakers. There were more than 50 different trainings made available.
- VI. CITIZEN INPUT
Mrs. Coletta Murray – Topic was CWA Value

VII. CONSENT AGENDA

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

A. Approval of Minutes – Dr. Rendell

1. Special Meeting held 7/20/2017
2. Special Meeting for Litigation held 7/20/2017

Superintendent recommended approval.

B. Approval of Personnel Recommendations – Mr. Green

Attached is a list of personnel recommendations that includes personnel additions, terminations, and/or changes. **Superintendent Recommends Approval.**

C. Approval of Renewal for 2017-2018 Agreement between the East Coast Technical Assistance Center (ECTAC)/ Seminole County School Board and the School Board of Indian River County – Mrs. Dampier

The purpose of the East Coast Technical Assistance Center (ECTAC) is to provide technical assistance to a collaborative network of member school districts regarding selective programs contained in the Elementary and Secondary Education Act (ESEA). The ESEA programs are: Title I Part A, Title I Part C, and other grant funded programs, as they interact with the Title I Program. ECTAC provides educational consultation services that assist local school districts in their efforts to ensure that all children have a fair, equal, and significant opportunity to obtain a high-quality education. The membership renewal fee is \$12,000 and Title I Part A funds are designated for ECTAC services. The agreement will be in effect through June 30, 2018.

Superintendent Recommended Approval.

D. Approval of Non-Sufficient Fund Check Write off for August 2017 – Mr. Morrison

The Superintendent recommends approval to write-off, as uncollectible, checks received by the schools that have been dishonored by the maker's bank and returned as unpaid. Attached is a list of checks paid to the District or to the School Internal Accounts, which remain uncollected for the calendar year ended December 31, 2016. To date, all attempts to recover the money by the District's check recovery program, have been unsuccessful. **Superintendent Recommended Approval.**

E: Approval of Charter School Transportation Service Agreements for 2017-2018 – Mr. Teske

Transportation Agreements with Imagine Charter School, North County Charter School, Sebastian Charter Junior High School, and St. Peter's Academy to provide transportation, substitute bus drivers, and spare buses for students of the charter schools. These agreements are for one year. The charter schools agree to reimburse the District for the actual costs associated with transporting students. **Superintendent Recommended Approval.**

F: Approval of School Transportation Routes for 2017-2018 – Mr. Teske

Bus Transportation Routes for Indian River County are subject to change throughout the school year depending upon student utilization of services and school program needs. **Superintendent Recommended Approval.**

VIII. ACTION AGENDA

A. Approval of Master In-Service Plan for 2017-2018 – Mrs. Dampier

Pursuant to Sections 1011.22, 1012.98, and 1011.62 of the Florida Statutes and Board of Education Rule 6A-5071, each District shall develop and maintain an in-service education and training program for all employees based on an assessment of training needs in the District and local schools. The proposed Master In-Service Plan includes areas of focus and a list of training/in-service dates. A copy of the entire plan is available in the Curriculum and Instruction Department. No Cost to the district. **Superintendent Recommended Approval.**

There was discussion regarding the different types of training and who does the training. Dr. Rendell asked Mrs. Dampier to explain the process to the Board Members. She assured the Board Members of the mentoring process and how it works. Mrs. Zorc said how she appreciates what is being done. Chairman Searcy asked, if all employees receive training throughout the district. It was explained there is training throughout the year. Mrs. Dampier will share The Star Program with the Board Members. Chairman Searcy called for a MOTION. Mrs. Justice moved approval to accept the Master In-Service Plan for 2017-2018. Mr. Frost seconded the motion and it was carried unanimously, with a 5-0 vote.

B. Approval of Spending Plan and Budget Amendment – Mr. Morrison

Pursuant to the State of Florida Auditor General’s Operational Audit Report #2017-095, where it was recommended that the District should continue its efforts to develop a Spending Plan, and the Board should adopt such Spending Plan for unspent Workforce Education Program funds, to serve as a guide to ensure that these funds benefit the students and program, approval is recommended of the attached Spending Plan and resultant budget amendment to the District’s General Operating Fund, transferring approximately \$1,510,000 to the Capital Projects fund to provide partial funding for the construction of the Technical Center. On July 25 2017, at the Superintendent’s Workshop with the School Board, staff presented a proposed Spending Plan, which utilizes these Workforce Education funds in the amount of \$1.51 million, which will be used to finance a portion of the construction cost of the Technical Center in Gifford. Staff has consulted with the Florida Department of Education, as to appropriateness of utilizing these funds for this purpose, and the Department has concurred that pursuant to Florida Statutes 1011.80 that the use is appropriate. This budget amendment will be reflected as a change to the Tentative Budget and a transfer of fund balance from the District’s General Operating Restricted Fund balance to the Capital projects Fund on the 2017/18 Beginning Budget at the Final Public hearing on September 7, 2017. **Superintendent Recommended Approval.**

Dr. Rendell explained that Action B, C, and D are all combined. Action Item B was discussed in the July 25, 2017, Superintendent Workshop. Staff presented a complete plan. Chairman Searcy asked, if we were using all the funds? Dr. Rendell said all the funds will not be used. Some of the funds will be set aside for operating funds. Chairman Searcy called for a MOTION. **Mrs. Justice moved approval of the Spending Plan and Budget Amendment. Mr. Frost seconded the motion and it was carried unanimously, with a 5-0 vote.**

C: Approval to amend the School Board of Indian River County's Five Year Capital Outlay Plan and to authorize the Superintendent to utilize funds from the District's Portable Budget for the Relocation of the current Technical Center for Career and Adult Education site. -Mr. Morrison

On July 25, 2017, at the Superintendent's Workshop with the School Board, staff presented a proposed plan to finance the construction of the Technical Center. Included in the Spending Plan was a contribution from the Five-Year Capital Outlay Plan of approximately \$636,545 to cover the cost of Architectural & Engineering Fees, construction, and all associated estimated costs of relocating the current Alternative Center for Education Program to the Technical Center for Career and Adult Education. Approval is recommended to amend the Board's Five-Year Capital Outlay Plan as follows: (see attached). **Superintendent Recommended Approval.**

Chairman Searcy called for a MOTION. Mr. Frost moved approval of the Five-Year Plan. Mrs. Justice seconded the motion and it carried unanimously, with a 5-0 vote.

D. Approval of Architectural Services with Donadio & Associates for Technical Center for Adult and Career Education – Mr. Teske

Approval is recommended for "Exhibit E" Task Assignment for Architectural Services between the School Board of Indian River County and Donadio & Associates, Architects, P.A. On February 14, 2017, the School Board approved The School District of Indian River County, Florida Continuing Service Contract for Architectural Services. "Exhibit E" Task Assignment is being presented to the Board for approval of Professional Architectural Services with Donadio & Associates for the Phase I Development of the Gifford Technical Center for Career and Adult Education. The project will consist of the addition of a new Vocational Classroom/Lab Building, Renovations to the existing classrooms, and relocation of the Hardcourt Structure for the conversion of the existing Gifford Alternative School Campus to a Career and Adult Educational Facility. The contract fee totals a not-to-exceed amount of \$172,955.00, as defined in Article IV (A.) "Fees". The contract fee includes Architectural, Civil, Structural, Mechanical, Electrical, Plumbing, and Fire Protection Services, as outlined in the Architect's proposal. **Superintendent Recommended Approval.**

Chairman Searcy asked, if this was just for Phase 1 and has nothing to do with Phase 2. Dr. Rendell confirmed this was only for Phase 1. Chairman Searcy called for a MOTION. Mr. Frost moved approval of the Architectural Services with Donadio & Associates for the TCACE. Mrs. Justice seconded the motion and it carried unanimously, with a 5-0 vote.

E. Approval of Recurring Vendors – Mr. Morrison

Pursuant to School Board Policy 6320, the Superintendent's authority is limited to purchase commodities and/or contractual services where the total amount does not exceed \$50,000 and does not exceed the applicable appropriation in the District Budget. Since daily operations sometimes require the perpetual issuance of purchase orders that may result in single purchase orders that exceeds \$50,000, the Purchasing Department is requesting that the Board grant authority to the Superintendent to issue purchase orders that are necessary in the normal course of operations during fiscal year 2018. The vendors on the attached list are companies and/or firms that the District will procure commodities and/or contractual services from during fiscal year 2018 that are either formal bid exempt or are in accordance with a properly awarded public bid or term contract. These purchases will be recurring in nature for fiscal year 2018 and not having the authority to release these purchase orders could result in delayed service delivery to students. This list represents recurring purchases from vendors who provide products and services including but not limited to utilities, instructional equipment, existing copier leases, insurance, and the purchase of testing/instructional, and copyrighted materials. All other non-recurring purchase requests that exceed \$50,000.00 will be presented to the Board on an individual basis. Staff will present quarterly reports of purchase orders issued in accordance with this agenda item. **Superintendent Recommended Approval.**

Mrs. Zorc has asked for more authority with several vendors. She stated she wasn't comfortable with the \$50,000 policy, specifically with Regions Bank and EEG Environmental Services. Mrs. Zorc asked about the quarterly reports. Mr. Morrison responded, stating that the reports are quarterly and listed as an agenda item. The layout of the reports was briefly reviewed and all questions were answered. Chairman called for a MOTION. Mrs. Simchick moved approval of the Recurring Vendors. Chairman Searcy seconded the motion and it was carried, with a 4-1 vote. Mrs. Zorc was still not in favor of the vote.

F. Approval of Release of Final Payment to Close Construction, LLC. for the Wabasso School ADA & Drainage Improvement Project (SDRIC #13-0-2017JC) – Mr. Teske

Approval is recommended for release of Final Payment in the amount of \$6,377.68 to Close Construction, LLC for the Wabasso School ADA and Drainage Improvement Project (SDRIC #13-0-2017JC). On April 25, 2017, the Board approved the Owner Contractor Construction Agreement (Lump Sum) for the Wabasso School ADA and Drainage Improvement Project in the amount of \$139,788.00 (\$116,490.00 Contractors Bid Price/\$23,298.00 Owner Added Contingency); with the FINAL construction cost for this project totaling \$127,553.54. The unused portion of the contract in the amount of \$12,234.46 is the remaining balance of the owner added contingency. Final payment for this project is being brought to the Board for approval in accordance with Florida Statute 1013.50. The final payment to the contractor consists of the project retainage, which is held until project completion. **Superintendent Recommended Approval.**

Chairman Searcy asked where does the \$12,234.46 go. Mr. Morrison explained that the funds will go to projects on the unfunded list. He explained that since it is a capital fund, it remains as such. Chairman Searcy called for a MOTION. Mr. Frost moved approval for the Final Payment to Close Construction, LLC. Mrs. Zorc seconded the motion and it carried unanimously, with a 5-0 vote.

IX. SUPERINTENDENT'S REPORT

Dr. Rendell wanted to give kudos to Mr. Morrison for his leadership and supervision with employee benefits and taking over the Open Enrollment. He also shared the difference in last year's handout versus this year's more comprehensive booklet that went out to everyone. Dr. Rendell has turned the discussion over to Mr. Morrison. Mr. Morrison reviewed the dates, times, and communications of the open enrollment and how things will be handled a little differently due to miscommunication in the past. He went on to answer all questions the Board Members had. Vendors will also be present. Appreciation went to many for the assistance in distribution and communication.

Dr. Rendell wanted to recognize our Public Information Officer, Cristen McMillan, on working with Channel 5 on an educational story. Cristen highlighted two of the schools that had incredible turn arounds last year: Dodgertown Elementary and Vero Beach Elementary. This was aired tonight on the 5:00 p.m. news and again at 11:00 p.m.

Dr. Rendell shared a video clip on the Solar Eclipse that will be taking place on August 21, 2017. He also reviewed how the School District of Indian River County will handle this educationally and safety wise. Chairman Searcy commented about the time frame of the Eclipse. Dr. Rendell said the release time is still under discussion. Mrs. Justice also shared the excitement of this special event.

X. DISCUSSION

Chairman Searcy asked, if there was an Employee Handbook. Dr. Rendell said there is not one. This is something we are working on. In the discussion, Mr. Frost asked a couple of questions regarding the Open Enrollment. Mr. Morrison answered all questions. Mrs. Simchick discussed a misconstrued public comment from a previous personnel agenda. Also, she commended those that attended the Summer Workshop. Chairman Searcy brought up an item that he and Dr. Rendell have recently touched on. The item being a Workers Compensation and what to do to reduce the MOD. This is a group we are in with seven other school districts. Chairman Searcy also brought up the discussion of a dress code. He saw this with Fort Pierce Central High School. He would like for us to look at sprucing up our dress code. Mrs. Justice said two of the middle schools voted for a dress code. The discussion was covered by all Board Members. Mr. Frost also brought up a discussion he had at lunch with a Board Member in Brevard. The program is called Tie something. Mr. Frost thought it was very interesting and could be an item of our positive behavior support.

XI. SCHOOL BOARD MEMBER MATTERS

Mrs. Justice brought up computer matters with the younger students. Working with Mr. Green, they are making great strides with an easier sign on. She went on to cover many of the other functions across the county. Mrs. Justice shared many items she saw while at Sebastian River High School and how hard the students work and continue to work with the bands. She also reviewed the Back-Pack Program, along with other activities she attended with others in the district. Mrs. Simchick wanted to thank the band parents for the time and efforts they put in, as well as the students. Also, be mindful the children are going back to school this coming week. Mrs. Zorc said that the New Teacher Orientation was amazing and the orientation lists for the students that our PIO, Cristen put out on the website. Cristen McMillan spoke up to give Mrs. Poyzell credit for putting the orientation list together. Chairman Searcy shared his experience of touring the Citrus Bowl.

XII. INFORMATION AGENDA

No information items

XIII. SUPERINTENDENT'S CLOSING

This is the last board meeting before the start of school. Mr. Teske and I will be out at the bus compound and wishing the drivers well on the first day. We are in the business for our students. We will meet again after the eclipse on August 22, 2017.

XIV. ADJOURNMENT – Chairman Searcy

Meeting adjourned at approximately 7:17 p.m.