

The District School Board of Indian River County met on September 23, 2014, at 6:00 p.m. The business meeting was held in the Teacher Education Center located at the J.A. Thompson Administrative Center, 1990 25<sup>th</sup> Street, Vero Beach, Florida 32960. District School Board Members attending were: Chairman Carol Johnson, Vice Chairman Matthew McCain, and Board Members: Claudia Jiménez, and Dale Simchick. Dr. Frances J. Adams, Superintendent of Schools; and Suzanne D'Agresta, School Board Attorney, were also present. Karen Disney-Brombach, Board Member, was not present

### **Business Meeting Minutes**

- I. Meeting was called to order by Chairman Johnson.  
Chairman Johnson stated that Mrs. Disney-Brombach was unable to attend the meeting due to a scheduled surgery. She said that Mrs. Disney-Brombach was doing well.
- II. Inspirational Moment was given by Ms. Jiménez.
- III. PLEDGE OF ALLEGIANCE TO THE FLAG AND PRESENTATION OF COLORS by Vero Beach High School's Air Force Junior ROTC under the Leadership of Wade E. Dues, Chief Master Sergeant (Ret), USAF
- IV. ADOPTION OF ORDERS OF THE DAY  
Chairman Johnson called for a motion for the Orders of the Day that included the addition of Consent I Out-of-State SRHS Band Trip. She asked Dr. Adams to state for the record why this item should be added to the agenda. Ms. Jiménez moved approval of the Orders of the Day, with Consent I. Mrs. Simchick seconded the motion and it carried unanimously, with a 4-0 vote.
- V. PRESENTATIONS  
No presentations
- VI. CITIZEN INPUT  
Susan Williams requested to speak on pending FSBA lawsuit in Florida.  
Tim Adriance requested to speak on Step-Up Scholarship.

Chairman Johnson asked Mrs. D'Agresta to speak to the lawsuit. Mrs. D'Agresta said that she was not familiar with the details of the lawsuit because the School District was not involved.

VII. CONSENT AGENDA

Chairman Johnson called for a motion. Ms. Jiménez moved approval of the Consent Agenda with Consent I. Mr. McCain seconded the motion. Board Members discussed funding of the School Resource Officers and D.A.R.E. Program. The Board voted unanimously in favor of the motion, with a 4-0 vote.

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

1. Discussion Session held 9/9/2014
2. Special Meeting for Pending Litigation held 9/9/2014
3. Special Meeting to Adopt 2014-2015 Budget and Millage held 9/9/2014
4. Business Meeting held 9/9/2014
5. Special Meeting on Impact Fees held 9/11/2014

Superintendent recommended approval.

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

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

**C. Approval of Vero Beach High School Symphony Band Trip – Dr. Adams**

The Vero Beach High School Symphony Band, comprised of approximately 70 advanced musicians in grades 10-12, had been invited to the 38<sup>th</sup> Annual South Carolina Band Clinic on February 14, 2015, on the campus of the University of South Carolina in Columbus. The VBHS Band and the Fighting Indians Band Boosters, Inc., would cover all expenses. Superintendent recommended approval.

**D. Approval of 2014-2015 Charter School Transportation Agreement Renewal with Indian River Charter High School – Mr. Fritz**

Attached was the 2014-2015 Transportation Agreement with Indian River Charter High School to provide transportation, substitute bus drivers, and spare buses for students of the charter school. This agreement was for one year. The charter school agreed to reimburse the District for the costs associated with transporting their students. Superintendent recommended approval.

**E. Approval of Updated School Resource Officer Agreement with Indian River County Sheriff's Department – Mr. Fritz**

The purpose of the agreement was to continue to provide law enforcement, counseling, and law-related educational service programs to the schools of Indian River County as defined in F.S. 1006.12. The District was responsible for 50% of the salaries of the SROs, funding for the DARE Program, and 50% of conference expenses, not to exceed \$5,000 annually. Superintendent recommended approval.

**F. Approval of Out of Field Teachers Report – Mr. Fritz**

Approval was recommended for the attached Out-of-Field Teachers Report for the first semester. The Report included teachers who were out-of-field for course work, not highly qualified, or who were out-of-field or out of compliance for ESOL. It was required that the Report be approved by the School Board prior to the FTE Survey period in October. A copy of the Report would be available prior to the meeting. Superintendent recommended approval.

**G. Approval to Dispose of Surplus Property – Mr. Morrison**

This request was for approval to dispose of surplus property in accordance with Florida Statutes 274.05 and 274.06. The attached lists represented property to be deleted from various inventories and/or for items that had been declared surplus. After Board approval, the property would be recycled and/or auctioned. It was requested that this property be deleted from the Fixed Asset Ledger. Superintendent recommended approval.

**H. Approval of Vero Beach High School New Booster Organizations – Mr. Morrison**

Approval was recommended for the following new booster organizations for Vero Beach High School: Volleyball, Vero Beach High School Sailing Team, C.H.I.E.F.S., Biotechnology, Nintendo-Pamine, and Lady Indian Dancers. Superintendent recommended approval.

**Additional item 9/18/2014:**

**I. Approval of Sebastian River High School Band Trip – Dr. Adams**

The Sebastian River High School Band had been invited to march in the New Orleans St. Patrick's Day Parade on March 14, 2014. While in New Orleans, students would also learn about the rich history and culture of the birthplace of American jazz music. The trip would also include a visit to Florida State University where students would study with professors from the College of Music. The students and SRHS Band Parent Association would cover all expenses. Superintendent recommended approval.

VIII. ACTION AGENDA

**A. Approval of 2014-2015 Schoolhouse Consulting Group, Inc., Contract Renewal – Dr. Adams**

The contract renewal was for October 1, 2014, through June 30, 2015, for legislative services for the Treasure Coast Work Group, representing issues common to the Treasure Coast Region. The attached invoice was for services for the 2015 Legislative Session and to enhance federal legislative representation at a rate of \$30,875, pro-rated among Indian River, Martin, Okeechobee, and St. Lucie School Districts. This amount would continue at the same rate from 2009. The cost was \$6,792.50. Superintendent recommended approval.

Chairman Johnson called for a motion. Mrs. Simchick moved approval of the 2014-2015 Schoolhouse Consulting Group, Inc., contract renewal. Mr. McCain seconded the motion and it carried unanimously, with a 4-0 vote.

**B. Approval of Annual Equity Report for 2013-2014 – Mr. Fritz**

Equity, when used in education, referred to all students receiving the same caliber of education regardless of the neighborhood they lived in or demographic characteristics such as their race, ethnicity, special education status, or other factors. Institutions that received federal funds were obligated to take steps to prohibit discrimination and to provide equal access to educational programs, services, and activities. As well, institutions receiving federal funds must be equitable in their employment practices. Each institution must develop plans to demonstrate compliance. The Florida Department of Education (FDOE) would ensure that institutions complied with all requirements. The School District of Indian River County's Florida Educational Equity Act (FEEA) update provided the FDOE with the information

required to evaluate the District's efforts in achieving compliance with the requirements. Additionally, the FEEA update comprised of the District's civil rights, policies, and procedures; and its efforts to improve academic achievement and access to high quality instruction for minority students, particularly minority male students. The FEEA update contained disaggregated data on students' participation rates in advanced placement, dual enrollment, honors, and other level 3 courses. The FEEA update also included the results of the District's employment data for administrative, instructional, and guidance positions.

For the 2013-2014 school year, the District increased in the percentage of students taking Advanced Placement (AP) and International Baccalaureate (IB) courses for all groups. However, overall the District did not progress in its' efforts to increase the number of Dual Enrollment students. Moreover, the District did not appreciably increase the number of minority staff members. Efforts were being made by the respective schools and Curriculum and Instruction Department to encourage student participation in AP, IB, and Dual Enrollment courses. The District was also actively recruiting by attending fairs and visiting colleges to interview and hire qualified minority candidates. Superintendent recommended approval.

Chairman Johnson called for a motion. Mrs. Simchick moved approval of the annual Equity Report for 2013-2014. Ms. Jiménez seconded the motion and it carried unanimously, with a 4-0 vote.

**C. Approval of District Digital Classrooms Plan for 2014-15 – Mr. Green**

As required by Florida Statute 1011.62(12)(b), each School District would receive a Florida Digital Classrooms allocation to support School District efforts and strategies to improve outcomes related to student performance by integrating technology in classroom teaching and learning. Prior to the distribution of the Florida Digital Classrooms allocation, each District School Board shall submit to the Department of Education a School Board approved Digital Classrooms Plan (DCP) by October 1, 2014, and then by March 1 of each subsequent year. Funds provided to the District through this allocation would be used to purchase mobile carts with class sets of wireless devices necessary for students to access and interact with the secondary math digital curriculum. To support this initiative, professional development to assist teachers with integrating and delivering digital content was being requested through the Digital Learning Grant. The total allocation to the District was \$393,240. Each charter school in the District would receive a pro-rata share of the allocation based on student FTE. Superintendent recommended approval.

Chairman Johnson called for a motion. Mr. McCain moved approval of the District Digital Classroom Plan for 2014-15. Mrs. Simchick seconded the motion. Mr. Green explained the goal and the process. Board Members voted unanimously in favor of the motion, with a 4-0 vote.

**D. Approval of Professional Development Digital Learning Grant for 2014-15 – Mr. Rynberg**

Approval was recommended for the Professional Development Digital Learning Grant through the Florida Department of Education. The \$75,000 non-competitive grant for professional development activities would support the goals included in the District Digital Classroom Plan. District leaders, teachers, and students would receive training and support in the areas of Technology Integration Matrix (TIM), school-based book studies on Digital Learning, student projects using Digital Resources, and professional development aligned with Digital Content; and would employ technology in the content areas of educational leadership and management. Superintendent recommended approval.

Chairman Johnson called for a motion. Mrs. Simchick moved approval of the Professional Development Digital Learning Grant for 2014-15. Mr. McCain seconded the motion. Mr. Green answered questions about the implementation of the grant. The Board voted unanimously in favor of the motion, with a 4-0 vote.

**E. Approval of Five-Year Capital Improvement Program for 2015-2019 Fiscal Years – Mr. Morrison**

Approval was recommended for the Five-Year Capital Improvement Program for the fiscal years 2015-2019. This was the final version of the Program that was reviewed at the Board Workshop held on June 20, 2014. Included in the packet for approval was the Capital Project Revenues and Other Financing Sources Projections for the Fiscal Years 2015-2019; the Summary of the Capital Improvement Program for Fiscal Years 2015-2019; the detailed Project Pages; and a listing of the small projects. Superintendent recommended approval.

Chairman Johnson called for a motion. Mr. McCain moved approval of the Five-Year Capital Improvement Program for 2015-2019 Fiscal Years. Ms. Jiménez seconded the motion and it carried unanimously, with a 4-0 vote.

**F. Approval of 2014-2015 Five-Year District Facilities Work Plan – Mr. Morrison**

Approval was recommended for the 2014-2015, Five-Year District Facilities Work Plan for the School District of Indian River County. The financial information contained in the Work Plan was based on the fiscal years 2015-2019 District's Five-Year Capital Improvement Program (as detailed in the previous agenda item). In addition, the Work Plan contained information from the Florida Inventory of School Houses (FISH), the Educational Plant Survey, and the Florida Department of Education Cohort Projections, with the information from these sources being effective as of July 1, 2014. The 2014-2015 Five-Year District Facilities Work Plan was a requirement of Department of Education and was due on October 1, 2014, as per State Requirements for Educational Facilities (SREF) Section 2.1(1)(d)1. Superintendent recommended approval.

Dr. Adams handed out a revised sheet, page 16 of 16. The revision removed figures from the column on the actual 2014-2015/2033-2034 new student capacity column that was corrected by the Department of Education (DOE) earlier in the day. Mr. Morrison stated for the record that the document originated from the DOE and that the correction should have been made by the DOE a few years ago. He said that the State finally made the correction this afternoon.

Chairman Johnson called for a motion. Ms. Jiménez moved approval of the 2014-2015 Five-Year District Facilities Work Plan. Mr. McCain seconded the motion. Board Members talked about anticipated growth in the North County. The Board voted unanimously in favor of the motion, with a 4-0 vote.

**G. Approval to Piggyback the School Board of Broward County's Bid #28-134T, the Palm Beach County School District's Bids #14C-33W, and #11C-36S to Issue Purchase Orders to Holb-Sierra Corporation for Surveillance Systems - Mr. Morrison**

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 and did not exceed the applicable appropriation in the District Budget. This request was to grant the authority for the Superintendent to issue purchase orders under this item, including those that may be in excess of \$50,000. Holb-Sierra would provide the District with services for repair, upgrades, and new installations of security cameras for the Avigilon conversion as the District migrates to our new standard video system. The estimated financial impact to the District for 2014-2015 was \$370,672. The District received quotes for four schools; Storm Grove Middle, Gifford Middle, Sebastian River Middle School, and Sebastian River High School totaling \$320,672. In addition, the Information Technology Department requested \$50,000 for miscellaneous repairs. The scope of these projects required the utilization of three bids. The first bid was the School Board of Broward County's Bid #28-134T for equipment purchases that would expire on February 28, 2015. The second bid was Palm Beach County School's Bid #14C-33W for video and card access equipment that would expire on April 21, 2016. The third bid was Palm Beach County School's Bid #11C-36S for the Avigilon camera equipment and this bid would expire May 4, 2016. Attached was the bid documentation. This item was to be funded from the technology portion of the voter approved .6 millage. Superintendent recommended approval.

Chairman Johnson called for a motion. Mrs. Simchick moved approval to piggyback the School Board of Broward County's Bid #28-134T, the Palm Beach County School District's Bids #14C-33W, and #11C-36S to issue purchase orders to Holb-Sierra Corporation for surveillance systems. Mr. McCain seconded the motion. The Board thanked the community for the voter millage to keep school houses safe. The Board voted unanimously in favor of the motion, with a 4-0 vote.

**H. Approval of Agreement with Bryant Miller Olive P.A. for Disclosure of Counsel Services – Mr. Morrison**

Approval was requested for the Agreement with Bryant Miller Olive, P.A., for disclosure counsel services for the upcoming refunding of the Certificates of Participation, Series 2014 and the issuance of all related purchase orders that may exceed \$50,000. The District's disclosure counsel, Judson Freeman, Esquire, merged his law practice with Bryant Miller Olive, P.A.; and this Agreement served to document that change. The scope of services and fees remained the same. The Agreement also disclosed a potential conflict of interest on an unrelated public finance project involving Citigroup Global Markets; and the School Board was asked to consent to the representation that was required by the rules regulating the Florida Bar. Superintendent recommended approval.

Chairman Johnson called for a motion. Mr. McCain moved approval of the agreement with Bryant Miller Olive P.A. for Disclosure of Counsel Services. Ms. Jiménez seconded the motion and it carried unanimously, with a 4-0 vote.

**IX. SUPERINTENDENT'S REPORT**

Dr. Adams reported on the movement of staff to comply with class size requirements. She also reported that enrollment was stable with a slight increase. Dr. Adams reported that Indian River Fellowship for Instructional Leaders began on this date, focusing on student and classroom engagement. She said that they also held peer reviews on School Improvement Plans. She thanked staff for attending. Dr. Adams mentioned the upcoming ribbon cutting ceremony for the Wellness Center. She said that the Center opened their doors today.

**X. DISCUSSION**

Ms. Jiménez asked Mrs. D'Agresta to clarify the drug testing/background check requirements for Board Members. Mrs. D'Agresta stated that elected officials were not employees of the School District and were not required to take the drug test or fingerprinting, regardless of the benefits and salary received for the position. She explained that Board Members do not have keys for schools and would be required to use the raptor system upon entering a school facility. Chairman Johnson noted that the Board Member would not be issued an identification card.

**XI. SCHOOL BOARD MEMBER MATTERS – Chairman Johnson**

Ms. Jiménez reported on her attendance at the two-day meeting with the Greater Florida Consortium of School Boards and her attendance at the Child Summit in Ft. Pierce. Mrs. Simchick talked about the two band trips. She thanked the booster clubs and community for supporting the trips.

Chairman Johnson talked about her attendance of the Sebastian Charter Junior High School celebration of their new facility.

XII. INFORMATION AGENDA

**A. Agreement Form for Contracted Services- Mr. Morrison**

The Division of Finance and Operations was committed to continuous process improvements within its Division that included the Purchasing Department. With guidance from the School Board's attorney, staff developed a standard "Agreement Form for Contracted Services". The primary purpose of this agreement was to provide the District with additional contract language beyond what could be found in our Purchase Order "Terms and conditions". This contract was specifically designed to be entered into for services less than \$50,000 that may or may not be associated with a formal bid process. This agreement would be posted on the District website to be used by all Schools and Departments that contracted for services.

**B. Requests for future CCNA Services "Consultants Competitive Negotiation Act" – Mr. Morrison**

Past requests for CCNA services, such as architectural and engineering, were obtained utilizing a formal process requesting information on professional qualifications, evaluations of previous public work projects, evidence of the ability and capacity to complete the work in a timely manner, as well as evidence of the firm being an equal opportunity employer. The Purchasing Department, with the guidance of the School Board's attorney, had rewritten the District bid solicitation document to incorporate changes that included additional specific terms, conditions and evaluation criteria that were similar to the Request for Proposal (RFP) template. The addition of this language now provided prospective bidders for these types of services with a more complete and comprehensive package.

**C. Charter School Financials – Mr. Morrison**

Charter school financial statements were presented to the Board for information only. No approval of a charter school's financial statement was required. This presentation of charter school financial statements was to demonstrate compliance with Section 1002.33, Florida Statutes. Specifically, subsection (5) (b) required the District, as sponsor, to monitor the revenues and expenditures of the charter school and to perform the duties provided in s. 1002.345. High performing charter schools were only required to submit financials quarterly. All charter schools currently operating in Indian River had been designated as high performing. Indian River Charter High School, Imagine Schools of South Vero, Sebastian Charter Junior High School, and St. Peter's Academy opted to submit financials quarterly. North County Charter School opted to submit financials monthly.

XIII. SUPERINTENDENT'S CLOSING

Dr. Adams thanked her staff for everything they do for the District. She closed with a short video on Attendance Awareness Month.

XIV. ADJOURNMENT – Chairman Johnson

With no further business, the meeting adjourned at approximately 7:19 p.m.