

The District School Board of Indian River County met on December 9, 2014, 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 1990 25th Street, Vero Beach, Florida 32960. District School Board Members attending were: Chairman Matthew McCain, Vice Chairman Charles G. Searcy, and Board Members: Claudia Jiménez, Dale Simchick, and Shawn R. Frost. Dr. Frances J. Adams, Superintendent of Schools; and Suzanne D'Agresta, School Board Attorney, were also present.

Business Meeting Minutes

- I. Meeting was called to order by Chairman McCain
- II. Inspirational Moment by Mrs. Simchick.
- III. Pledge of Allegiance to the Flag and Presentation of Colors by Sebastian River High School's Naval Junior ROTC under the direction of Master Gunny Sergeant James R. O'Neal.
- IV. ADOPTION OF ORDERS OF THE DAY – Chairman McCain
Chairman McCain asked Dr. Adams to state for the record why she was requesting to add Action F. Approval of the Memorandum of Understanding (MOU) with Indian River County Education Association. Dr. Adams stated that both parties signed off on the Memorandum of Understanding with Indian River County Education Association and that the next meeting was not until next year. Chairman McCain called for a motion.

Ms. Jiménez moved approval of the Orders of the Day, adding Action F. Mrs. Simchick seconded the motion. Mr. Searcy moved to amend the motion to remove Consent B Approval of Personnel Recommendations, items 9 and 11; and to move Consent D. Approval of Donations, item 3. Ms. Jiménez seconded the motion. Board Members voted unanimously in favor of the amendment, with a 5-0 vote. Board Members voted unanimously in favor of the amended main motion, with a 5-0 vote.
- V. PRESENTATIONS
No presentations
- VI. CITIZEN INPUT
Jorge Lugo requested to speak on the upcoming Legislative Session.
- VII. CONSENT AGENDA
Chairman McCain called for a motion. Mrs. Simchick moved approval of the Consent Agenda as amended, moving Consent B. items 9 and 11; and moving Consent D. item 3. Mr. Searcy seconded the motion and it carried unanimously, with a 5-0 vote.
 - A. Approval of Minutes – Dr. Adams**
 1. Organization Meeting held 11/18/2014
 2. Business Meeting held 11/18/2014Superintendent 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 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, property would be recycled and/or auctioned. It was requested that this property be deleted from the Fixed Asset Ledger. Superintendent recommended approval.

D. Approval of Donations – Mr. Morrison

1. Sebastian River High School received a donation in the amount of \$1,000 from Carlos A/ Vizcarra, MD, PA. The funds were donated for the Sebastian River High School's IB Program.
2. Liberty Magnet School received a donation in the amount of \$2,265.36 from the Liberty Magnet School PTA. The funds would be utilized for classroom supplies or grade level activities.
3. The School District of Indian River County received a donation of 5 iPads from the Treasure Coast Golf Course Superintendent's Association. The approximate donation value was \$1,500. The iPads would be used to increase student engagement in the Science Technology Engineering and Math (S.T.E.M.) learning environment.

Superintendent recommended approval.

E. Approval of Budget Amendments – Mr. Morrison

This request was for approval of the following budget amendments for fiscal year ending June 30, 2015:

1. Amendment #1 – Debt Service Fund
2. Amendment #1 – Capital Projects Fund
3. Amendment #1 – Food Service

Superintendent recommended approval.

F. Approval to Award RFP #2015-06 to Multiple Vendors for a Continuing Contract for Mechanical Contractor Services - Mr. Morrison

A Request for Proposal (RFP) was promulgated for a continuing contract with mechanical contractors for HVAC (heating, air conditioning and ventilation) installations, maintenance, repairs, sheet metal work, chiller change outs, chilled water piping, and other HVAC work as requested on an as-needed basis. The estimated financial impact to the District was \$600,000. Projects less than \$5,000 may be awarded on a rotational or best fit basis. For projects greater than \$5,000, all awarded vendors would be invited to provide a formal quote. The award would be made to the lowest bidder. The Purchasing Department recommended the award and issuance of all subsequent purchase orders, contracts, as well as bid renewal letters for years 2 and 3. The term of this RFP is from November 19, 2014, through November 18, 2015. And may, by mutual agreement between the Superintendent and the awardees, be renewed for two, additional, one-year periods. All prices, terms, and conditions shall remain the same. The recommended vendors are Airstron, Inc.; Florida Mechanical, L.L.C.; Kuchar Mechanical, Inc.; and Mid-State Mechanical of Vero Beach, Inc., as the best responsive and responsible bidders meeting specifications, terms, and conditions. Backup was attached. Superintendent recommended approval.

G. Approval to Award RFQ #2015-08 to Multiple Vendors for a Continuing Contract for Civil Engineering Services - Mr. Morrison

A request for qualifications (RFQ) was promulgated for a continuing contract with engineering firms to provide services for site, civil, surveying, and other services for miscellaneous projects District wide on an as-needed basis pursuant to School Board Policy 6330. Projects may be awarded on a rotating or best fit basis. The estimated annual financial impact to the District was \$200,000. The Purchasing Department recommended the award and Superintendent approval for the issuance of all subsequent purchase orders. The term of this RFQ for civil engineering services was three (3) years; December 10, 2014, through December 9, 2017. The recommended firms were Carter Associates; Masteller & Moler, Inc.; MBV, Inc.; Mills, Short & Associates; and Schulke, Bittle & Stoddard. Superintendent recommended approval.

H. Approval of Easement and Bill of Sale of Utility Facilities to Indian River County, Treasure Coast Elementary School – Mr. Morrison

Approval was recommended for the Easement and Bill of Sale of Utility Facilities for Treasure Coast Elementary School to be granted to Indian River County. This was for a perpetual easement for utility purposes over, across, and beneath the land described in Exhibit “B” (Sketch and Description) for the purpose of installing, replacing, repairing, and maintaining the utilities described in Exhibit “A”; and further sells, assigns, or conveys title to all utility facilities now installed by or on behalf of the School District. Superintendent recommended approval.

I. Approval of Cash Deposit and Escrow Agreement, Treasure Coast Elementary School – Mr. Morrison

Approval was recommended for the cash deposit and escrow agreement between the School Board of Indian River County and Indian River County in the amount of \$3,417.53 for the Treasure Coast Elementary School classroom addition. The School Board was required to provide financial surety for a one-year period for the maintenance of the utility improvements in association with the Treasure Coast Elementary School classroom addition as set out in the Easement and Bill of Sale. Upon completion of the maintenance period specified in the Easement and Bill of Sale, the School Board may obtain a disbursement from the escrow account by written request to the Indian River County Director of Utility Services. Superintendent recommended approval.

VIII. ACTION AGENDA

A. Approval to Award RFP #2015-07 to Mid-State Mechanical, Inc., for Thermal Energy Storage (TES) Tank Replacement at Indian River Academy (IRA) (former known as Highlands Elementary) - Mr. Morrison

RFP #2015-07 was promulgated for the replacement of the existing TES tanks at IRA with new District-owned tanks. The total cost of this project was \$56,699.00. Award was not on the basis of price alone but to the proposer whose submission contained the most advantageous combination of price, qualifications, experience, references, and work capacity. The Purchasing Department recommend the award and issuance of all subsequent purchase orders under this RFP to Mid-State Mechanical, Inc., as the lowest and best responsive and responsible bidder meeting specifications, terms, and conditions. Backup was attached. Superintendent recommended approval.

Chairman McCain called for a motion. Mr. Searcy moved approval of the award of RFP #2015-07 to Mid-State Mechanical, Inc., for Thermal Energy Storage (TES) Tank Replacement at Indian River Academy (IRA) (former known as Highlands Elementary). Ms. Jiménez seconded the motion and it carried unanimously, with a 5-0 vote.

B. Approval of Owner/Contractor Construction Agreement (Lump Sum) for the TES Tank Replacement at the Indian River Academy School (SDIRC #2015-07) – Mr. Morrison

Approval was recommended for the Owner/Contractor Construction Agreement between the School Board of Indian River County and Mid-State Mechanical for the construction of the replacement of the TES tanks at Indian River Academy (SDIRC #2015-07) in the amount of \$56,699. The project included the replacement of the TES tanks and all associated mechanical work and removal of the existing TES tanks. The contract amount consisted of the Contractor's base bid in the amount of \$56,699.00. Superintendent recommended approval.

Chairman McCain called for a motion. Ms. Jiménez moved approval of the Owner/Contractor Construction Agreement (Lump Sum) for the TES Tank Replacement at the Indian River Academy School (SDIRC #2015-07). Mrs. D'Agresta noted a typo on the contract. The Board voted unanimously in favor of the motion with a 5-0 vote.

C. Approval of Release of Final Payment to Florida Mechanical LLC for the Oslo Middle School Air Handler Replacement Project (SDRIC #2012-18 Quote #41-14) – Mr. Morrison

Approval is recommended for release of final payment in the amount of \$11,527.70 to Florida Mechanical LLC for the Oslo Middle School air handler replacement project (SDRIC #2012-18 Quote #41-14). On April 8, 2014, the Board approved the Owner Contractor Construction Agreement (Lump Sum) for the Oslo Middle School replacement project in the amount of \$168,439.70 (\$153,127.00 Contractors Bid Price/\$15,312.70 Owner Added Contingency), with the final construction cost for this project totaling \$162,067.00. The unused balance of the Owner Added Contingency, in the amount of \$6,372.70, was a savings to the District. 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 McCain called for a motion. Mr. Searcy moved approval of the release of final payment to Florida Mechanical LLC for the Oslo Middle School air handler replacement project (SDRIC #2012-18 Quote #41-14). Ms. Jiménez seconded the motion and it carried unanimously, with a 5-0 vote.

D. Approval to Piggyback the School Board of Broward County's Bid #15-024R and Issue Purchase Orders to Amerigas Propane, L.P., for the Purchase of Propane Fuel for School Buses - 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 all purchase orders under this item, including those that may have been in excess of \$50,000, for the mobile fueling of the District's propane buses. The estimated financial impact for the remainder of the 2014-2015 school year was \$90,000. Pricing was as per the School Board of Broward County Bid #15-024R.

This bid would expire on September 30, 2017. Please see the attached bid documentation. Superintendent recommended approval.

Chairman McCain called for a motion. Mrs. Simchick moved approval to piggyback the School Board of Broward County's Bid #15-024R and issue purchase orders to Amerigas Propane, L.P., for the purchase of propane fuel for school buses. Mr. Frost seconded the motion and it carried unanimously, with a 5-0 vote.

E. Approval of Broker Services Agreement for Employee Insurance - Mr. Fritz

The current insurance broker, Brown and Brown, procured and maintained the School Board's portfolio of employee insurance products, including: dental, vision, accident, hospital protection/intensive care, cancer, group disability, term life, flexible spending accounts, group health, group life, AD&D, and health savings accounts. The proposed agreement reinstated the existing broker agreement. The agreement was for one year, with an opportunity to annually extend the contract for an additional three years. This agreement included an option to cancel the contract at any time, with a 30-day notice of intent. This agreement maintained the existing broker fees. Superintendent recommended approval.

Chairman McCain called for a motion. Ms. Jiménez moved approval of the broker services agreement for employee insurance products, with Brown and Brown. Mrs. Simchick seconded the motion. Board Member requested a copy of the schedule of commission rates, when it was available. Mr. Fritz said that he would provide that document. Board Members spoke to the motion. The Board voted unanimously, in favor of the motion, with a 5-0 vote.

Added on 12/8/2014:

F. Approval of Memorandum of Understanding (MOU) with Indian River County Education Association – Mr. Fritz

Attached was the proposed MOU that addressed the teacher evaluation criteria for the 2013-14 school year. District staff were in the process of finalizing evaluations for instructional personnel and discovered a small number of positions for which they encountered problems computing the evaluation rating. Examples included, criteria not being included in the Teacher Evaluation Procedures Manual for certain positions/assignments, data that was denoted does not exist, or the sample size was too small. The parties met in a good faith attempt to resolve these issues, and the proposed MOU was the result. This list had been tentatively agreed upon by the parties. The Association had indicated that they would be able to seek ratification prior to December 18, 2014. The School District Bargaining Team appreciated the partnership IRCEA had shown to reach a timely agreement. Approval was contingent upon ratification by IRCEA. Superintendent recommended approval.

Chairman McCain called for a motion. Mr. Frost moved approval of the Memorandum of Understanding (MOU) with Indian River County Education Association. Ms. Jiménez seconded the motion. Board Member requested a final copy of this manual, when it was done. The Board voted unanimously in favor of the motion, with a 5-0 vote.

Consent Items Moved to Follow the Action Agenda

B. Approval of Personnel Recommendations, Items 9 and 11 – Mr. Fritz

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

Chairman McCain called for a motion. Mr. Searcy moved approval of items 9 and 11. Mrs. Simchick seconded the motion. Board Members discussed the items and staff answered their questions. The Board voted unanimously in favor of the motion, with a 5-0 vote.

D. Approval of Donations – Mr. Morrison

3. The School District of Indian River County received a donation of 5 iPads from the Treasure Coast Golf Course Superintendent's Association. The approximate donation value was \$1,500. The iPads would be used to increase student engagement in the Science Technology Engineering and Math (S.T.E.M.) learning environment. Superintendent recommended approval.

Chairman McCain called for a motion. Mr. Searcy moved approval of Consent D. item #3. Ms. Jiménez seconded the motion. Dr. Adams stated that the iPads would be used for the STEM (Science, Technology, Engineering, and Mathematics) for the Bio-tech Program. Board Members voted unanimously in favor of the motion, with a 5-0 vote.

IX. SUPERINTENDENT'S REPORT

Dr. Adams reported on the Student Assessment Workshop and the Joint FADSS/FSBA (Florida Association of District School Superintendents and Florida School Board Association) Conference.

X. DISCUSSION

No discussion items

XI. SCHOOL BOARD MEMBER MATTERS – Chairman McCain

Mr. Searcy reported on the FSBA (Florida School Board Association) Conference and Ethics Training.

Ms. Jiménez talked about the Florida School Board Association Conference regarding the testing calendar and the School Board's Student Assessment Workshop. She spoke of the importance of legislative involvement in Tallahassee. Ms. Jiménez also noted for the public the link to the School Board's Legislative Platform on the District website. She also noted that on January 27, 2015, there would be a Discussion item on the business meeting agenda that was created for community input into the Superintendent Search. Ms. Jiménez noted that the community could contact Board Members at any time with input for the superintendent search. Ms. Jimenez thanked all of the teachers and community for their hard work. She wished everyone a wonderful time off.

Mrs. Simchick reported on her attendance at the Legislative Luncheon with State Representative Mayfield. She mentioned the information session held with Rep. Mayfield, Dr. Adams, Chairman Johnson, and others. Mrs. Simchick spoke of the morning workshop on Student Assessment. She wished her fellow Board Members a Merry Christmas.

Mr. Frost reported on the Science Fair, the moving of the podium at the business meeting, and the Superintendent's Coffee with the community. Dr. Adams said that she would be holding the next Superintendent Coffee at Indian River Academy Elementary School on December 12 at 7:30 a.m. Mr. Frost thanked the Board for their patience as he started the learning process of being a Board Member.

Chairman McCain said that the Board would be working hard next year on the Superintendent Search and wished everyone a very blessed Christmas.

XII. INFORMATION AGENDA

A. Financial Reports for Months ending July and August 2014 - Mr. Morrison

Attached were the Financial Reports for the month ending July 31, 2014, and August 31, 2014.

XIII. SUPERINTENDENT'S CLOSING

Dr. Adams encouraged the community to attend the calendar year end school events. She said that she was pleased to announce the five finalists in the Teacher of the Year event. Dr. Adams said that the District winner would be announced on January 29.

Dr. Adams closed the meeting with a short video on student participation in a question and answer event held with local and state government officials at Indian River State College She also talked about the Science Fair, with special thanks to the Education Association.

XIV. ADJOURNMENT – Chairman McCain

With no further business, the meeting adjourned at approximately 6:50 p.m.