



MINUTES
SPECIAL SCHOOL BOARD MEETING
Thursday, June 6, 2013 5:03 p.m.
Immediately Following School Board Workshop
500 E. Ocean Blvd.
Stuart, FL 34994

Members Present

Maura Barry-Sorenson, Chair
Michael Busha, Vice-Chair
Michael DiTerlizzi
Rebecca Negrón
Marsha Powers
Laurie J. Gaylord, Superintendent
Robert Kilbride, School Board Attorney

MCEA

George Bittenbender

AFSCME

Lisa Edwards

Absent

Rachel Ethridge, Student Representative

Call to Order by the Chairman and Pledge of Allegiance to the Flag of the United States.

1. Adoption of the Agenda:

Chair, Maura Barry-Sorenson, recommended the following changes to the agenda.

- Amend the order of the Agenda. Move Agenda Item 5 Personnel to Item 7; Agenda Item 8 Open to the Public to Item 5; Agenda Item 7 move 7.03 to 7.01.
- Agenda Item 6.01, Schedule of Personnel Recommendations-Routine personnel actions which have occurred between June 4, 2013 and June 6, 2013.
- Amend Agenda Item 6.01, (a) - Staff Attorney, *SUPERVISES: Secretary*
- Amend Agenda Item 6.01, (c) - Director of Professional Development, *REPORTS TO: Assistant Superintendent Instructional Services*

Motion made by Michael DiTerlizzi to approve the Agenda as amended, seconded by Rebecca Negrón; motion carries unanimously 4/0.

2. Renewal Agreements:

- 2.01 Amended Renewal of Transportation Service Agreement for Martin County Board of County Commissioners, Parks and Recreation. This Agreement was Previously Approved at the May 7, 2013 Special Board Meeting - Steve Weil**

Motion made by Rebecca Negrón to approve staff's recommendation for Agenda Item 2.01, seconded by Marsha Powers; motion carries unanimously 4/0.

3. Grants:

- 3.01 Renewal of Teacher Evaluation Software Tracking System – iObservation – Tracey Miller**
- 3.02 Approval for The Literacy Revolution Continues (Pew Grant) – Tracey Miller**

Motion made by Marsha Powers to approve Agenda Items 3.01 and 3.02, seconded by Michael DiTerlizzi with Discussion; motion carries unanimously 4/0.

Discussion:

Michael DiTerlizzi asked if the renewal for the Teacher Evaluation fee is annual or every 2 1/2 years.

Executive Director of Instructional Services, Dr. Tracey Miller said they were able to negotiate a reduced rate approved by the CEO of the company. Future rates were not discussed.

4. Field Trip Request

- 4.01 Field Trip – Henry Salzler**
- 4.02 Leaves Recommended for Board Approval – Gail Williams**

Motion made by Michael DiTerlizzi to approve Agenda Items 4.01 and 4.02, seconded by Marsha Powers; motion carries unanimously 4/0.

5. Open to the Public/Board - Amended under Agenda Item 1.01

- | | |
|--|---------------------------------|
| Sara Lacusky – Save the Pool | Brook Bullock – Furlough Days |
| Leslie Kingsley – Furlough Days | Aubrey Murray – Save the Pool |
| Joan Gibbons – Financial Impact | Hannah Moore – Save the Pool |
| Julie Roberts – Furlough Days | Gordon Laing – Save the Pool |
| Dianne Falvo – Agenda Items 6.02, 7.01 & 7.02 | Phyllis Fejzuli – Save the Pool |
| George Bittenbender – Organization Chart and Furlough Days | |
| Brian Lacusky – Save the Pool | |

6. Personnel - Amended under Agenda Item 1.01

6.01 Personnel Recommendations – Gail Williams

Director of Personnel, Gail Williams provided Board members resumes for the personnel recommendations.

Motion made by Michael DiTerlizzi to approve Agenda Item 6.01, seconded by Rebecca Negrón; motion carries unanimously 4/0.

6.02 Approve New Job Descriptions

a. Staff Attorney – Henry Salzler *Amended under Agenda Item 1.01*

Motion made by Rebecca Negron to approve Agenda Item 6.02, (a), seconded by Marsha Powers; motion carries unanimously 4/0.

Maura Barry-Sorenson stated the Labor Relations Representative position will be removed from the organizational chart.

b. Hospital /Homebound Specialist – Mollye Kiss

Motion made by Michael DiTerlizzi to approve Agenda Item 6.02, b, seconded by Rebecca Negron; motion carries unanimously 4/0.

Maura Barry-Sorenson asked Henry Salzler, Assistant Superintendent, to explain the need for this new position. Henry Salzler said this is an Administrative position for Sandy Pines residential hospital and State mandated program. The program is expanding which is why there is a need for this position.

c. Director of Professional Development. Director of Professional Development Salary Schedule Placement to Schedule “DA” Index .80 for Annual Contract \$79,722 (227 Days). All Changes to be Effective 7/1/2013 – Henry Salzler
Amended under Agenda Item 1.01

Henry Salzler stated the District completed a Protocol review on professional development by the State showing significant weakness in areas we have not been able to accomplish in our District. Our Teachers need to be effective in the classroom moving forward with Common Core. The Director of Professional Development’s salary will be made up from the Recruiter position and Occupational Specialist which are not being filled.

Maura Barry-Sorenson asked if the position will assist Teachers and Administrators. Henry Salzler said primary Teachers. Rebecca Negron asked why Director and not a Coordinator. Henry Salzler said the level of responsibility for this position was at a Director level. Rebecca Negron asked to add to the job description knowledge of technology.

Motion made by Rebecca Negron to include in the job description “to be part of implementing and coordinating Technology in the curriculum,” seconded by Michael DiTerlizzi; motion carries with the changes unanimously 4/0.

d. Staff Accountant. Staff Accountant Salary Schedule Placement to Schedule “TPS”, Salary Index .32 for Annual Contract \$34,806 – Henry Salzler

Director of Finance, Helene DiBartolomeo said the new position would free up lower level accounting responsibilities from the Budget Analyst position. The Budget

Analyst position will absorb responsibilities from the Accounting Manager and Position Control Specialist which are not being filled. The savings for the Finance Department including the revised Job Description for Budget and Business Analyst would be a total savings of \$52,000.

Motion made by Rebecca Negrón to approve Agenda Item 6.02, (d), seconded by Marsha Powers; motion carries unanimously 4/0.

e. Risk & Employee Benefits Coordinator – Steve Weil

Executive Director of Operation Services, Steve Weil said responsibilities were reviewed in an effort to save money. This position aligns with other districts. The experience was dropped from five years to three years and the equity responsibility has been given to the Director of Personnel.

The Safety Officer will be moved from the Risk Manager to the Director of Facilities. Maura Barry-Sorenson asked why this was being done. Steve Weil replied that it was in an effort to save money and be more equitable. The responsibility matched the compensation and better fit the organization. Marsha Powers felt the responsibility for this position was not compensated enough.

Motion made by Michael DiTerlizzi to approve Agenda Item 6.02, (e), seconded by Rebecca Negrón; motion carries 3/1, Maura Barry-Sorenson opposed.

6.03 Revised Job Descriptions:

- a. **Title Change: Assistant Superintendent for Leadership Services and Planning to Deputy Superintendent for Leadership Services and Planning –Steve Weil**
- b. **Title Change: Executive Director for Operation Services to Assistant Superintendent for Operation Services – Henry Salzler**
- c. **Title Change: Executive Director for Instructional Services to Assistant Superintendent for Instructional Services – Henry Salzler**
- d. **Revised Director of Personnel. Job Description Revision Includes the Additional Duty as the District Equity Officer. All Changes to be Effective 7/1/2013 – Henry Salzler**
- e. **Revised Budget & Business Analyst. Job Description Revision Includes General Fund Accountant. General Fund Accountant Salary Schedule Placement to Schedule “SP”, Index .55 for Annual Contract \$60,004 – Henry Salzler**
- f. **Revision to Director of HRMD and Employee Relations - Henry Salzler**

Discussion:

Marsha Powers asked to table Agenda Items 6.03, (a-f), until the next Board meeting. Maura Barry-Sorenson agreed and asked her fellow Board members and staff to take more time to review the material she provided to Henry Salzler.

She asked to pay close attention to the 2009 organizational study completed for our school district. Michael DiTerlizzi was concerned that the districts Maura chose were larger than our county and how is their current financial situation. Maura's concern was more of how they were fitting staff in the organization. Michael DiTerlizzi asked Henry Salzler to provide the Board the State's educational ranking for these counties.

Motion made by Marsha Powers to table Agenda Items 6.03, (a-f), until further review. Michael DiTerlizzi made a substitute motion, tabling Agenda Items 6.03 (a, b, c, d and f) and approve Item 6.03 (e), until June 18, allowing time to review information provided by Maura Barry-Sorenson, seconded by Rebecca Negron; motion carries unanimously 4/0.

7. Finance Items –Amended under Agenda Item 1.01

7.01 Purchase Orders – Jeff Carver

Motion made by Michael DiTerlizzi to approve Agenda Item 7.01, seconded by Marsha Powers; motion carries 4/0

7.02 General Fund Budget Reductions for Fiscal Year 2013-2014 Furlough Days – Helene DiBartolomeo

Discussion:

Helene DiBartolomeo asked the Board for clarification following the May 21, School Board meeting for the two furlough days for Administration, MCEA, and AFSCME. Maura Barry-Sorenson asked for the amount of the current fund balance. Helene replied the current fund balance is at 2.1%. Michael DiTerlizzi said in support he would volunteer to give up two paid days. He stated when 85 percent of the budget is salary; how do you cut 2.7 million dollars from the remaining 15 percent.

Labor Employment Representative, Kim Sabol said as soon as the Board gives direction on the furlough days, she would inform the unions that you are moving forward. The unions can enter into a collaborative negotiation regarding the impact of the decision on the bargaining units. AFSCME suggested giving up one of their paid holidays which are in addition to their contract days.

Marsha Powers said she would like to be more equitable and had other ideas to save money besides taking days away. Kim Sabol said that the furlough days could be implemented at any time. The Board can choose to implement one day prior to the TRIM process and following that process if an additional day is needed, it could be implemented at a later time.

Laurie Gaylord asked Board members to send any suggestions for Budget reductions to her prior to the next Board workshop. Maura Barry-Sorenson asked Henry Salzler to

also provide information on the ratio of Administrators to Teachers for the Budget workshop.

Motion made by Michael DiTerlizzi to table Agenda Item 7.02 until the June 18, 2013 Board meeting, seconded by Marsha Powers; motion passes unanimously 4/0.

7.03 Fitch Report –Helene DiBartolomeo

Discussion:

Helene DiBartolomeo said the Fitch Report is one of three that rate investments. They conducted an interview with the School District. We invited PFM, our investment company to assist with the interview. After reviewing our CAFR and our Budget process they decided to downgrade our rating from an AA- to an A.

Maura Barry-Sorenson asked the impact of the downgrade. Helene said it indicates that we are a slight risk because of our financial situation.

7.04 School Board Rule 6210, Fiscal Planning – Helene DiBartolomeo

Discussion:

Helene shared it gives the flexibility to strive to maintain the 5% without breaking policy. Laurie Gaylord said they met with the Auditor who recommended not changing the rule. They did recommend for the Board to vote and acknowledge the fact we are not meeting our 5% and vote to meet the 3%. Then suspend the 5% provision and in one year the Board will revisit this again. For one year this will be put in abeyance.

Robert Kilbride asked Helene if the proposal is to waive 6210 which has the 5% and instead substitute for a year with the intent to meet 5%. Helene replied they were asking for flexibility regarding paragraph four for one year and revisit it again after one year.

Motion by Michael DiTerlizzi to waive the provision of a 5% General Fund Balance for the School Board of Martin County's Bylaws and Policies, 6210-Fiscal Planning for one year, seconded by Marsha Powers; motion carries unanimously 4/0.

8. Other:

8.01 Organizational Chart –Henry Salzler

Motion by Marsha Powers to table Agenda Item 8.01 until June 18, 2013, seconded by Michael DiTerlizzi; motion carries unanimously 4/0.

8.02 School Board Rule 7510, Use of Facilities – Maura Barry Sorenson

Discussion:

Maura Barry-Sorenson asked for clarification that would allow for people to use the pool at reasonable cost. Michael DiTerlizzi felt there was a lot of misinformation being said about Sailfish Splash and it is open at 5:30 a.m. weekdays. Steve Weil said that he spoke with Mr. Lacusky at length to help clear up some misinformation. The intent of the compromise is to keep the pool open for students, eliminate the cost for lifeguards and pool manager, and fund appropriate staff to allow students from any of our programs to use that facility. Steve spoke with Mr. McCombs, the Swim Manager, about keeping him on but modifying the job description and hours thus allowing the District to keep the expert who has been maintaining the pool to continue. Steve asked to be allowed to continue developing the interlocal agreement with the County to include language to allow us to use that facility and have an alternate venue in the event that there is a conflict. It would give us a year to work out any details and do a proof of concept. Steve said he would like to continue to work things through with Mr. McCombs to continue servicing our students and our programs.

8.03 School Board Rule 9700 – Maura Barry Sorenson

Maura Barry-Sorenson asked if Martin County guidelines meet with our guidelines in relation to School Board Rule 9700, Relations with Special Interest Groups. Steve Weil clarified that School Board Rule 9700.01 defines when it's appropriate to allow advertising:

1. product sales benefiting a district, school or student activity (e.g., the sale of beverages or food within schools);
2. exclusive agreements between the District and businesses that provide the businesses with the exclusive right to sell or promote their products or services in the schools (e.g. pouring rights contracts with soda companies);
3. fundraising activities (e.g., short term sales of gift wrap, cookies, candy, etc.) to benefit a specific student population, club or activity where the school receives a share of the profits.

The Parks and Recreation brochure will violate this rule unless it meets one of the above three criteria and it does not.

Robert Kilbride said the rule reserves discretion by the Superintendent to approve different advertisements. Steve said it allows the Superintendent some flexibility. The County provided their guidelines and they are very close to ours. Steve recommended modifying the proposed language to include that it must comply with School Board Rule 9700.01, advertising guidelines and will work with Mr. Kilbride to come up with the language.

8. Open to the Board

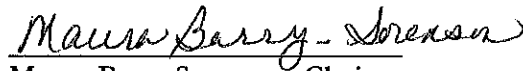
The Board would like to have Field Trips and Use of Facilities on the Consent section of the Agenda.


Rebecca Negrón said she has been attending the Digital Roundtable meetings and one of the group's goals is that each student has an internet capable device. The group is putting together a team to work on this particular goal and Sean Lewis, Internal Auditor, expressed an interest to lead the team on this particular project. Maura had no issue with Sean working on this project.

Mr. Kilbride provided comments to Board members from Mr. Busha, who was not in attendance at the Board meeting.

9. **Adjourn at 8:30 p.m.**

There being no further business the meeting adjourned at 8:36 p.m.


Maura Barry-Sorenson, Chair


Secretary, Laurie J. Gaylord