

**MINUTES OF THE SCHOOL BOARD OF MANATEE COUNTY
PUBLIC HEARING AND REGULAR MEETING, MONDAY, SEPTEMBER 9, 2002**

The School Board of Manatee County held a Public Hearing on Final Budget, 2002-03 and met in regular session at the School Board Administration Building on Monday, September 9, 2002, at 6:00 p.m. Members present: Harry G. Kinnan, Chairman, Frank Brunner, Barbara A. Harvey, Walter E. Miller, and Larry Simmons.

PUBLIC HEARING ON FINAL BUDGET, 2002-03

Florida Statute requires that the Superintendent of Schools annually prepare and present a balanced budget to the School Board. The budget must contain several parts as prescribed by statutes, and each part shall balance as to estimated revenues and appropriations. The parts contained in the FY03 budget for the Manatee County School District include the General Fund, Debt Service Fund, Capital Projects Fund, Special Revenue-Other Fund, Special Revenue-Food Service Fund, Internal Service Fund, and The Trust & Agency Fund.

OPENING REMARKS – DR. NOLAN

Superintendent Nolan welcomed the public and viewing audience to this second and final Public Hearing on the 2002-2003 Millage levies and annual budget. He described the budget funds, usages, and restrictions, as follows:

1. General Fund – This fund pays day-to-day expenses of the district. It pays for salaries, retirement, social security, and health insurance for employees both at the school and support levels. It pays for travel, utilities, materials and supplies, and services. This is the fund normally referred to when discussing the budget. This part of the budget is funded by the Florida Education Finance Program (FEFP).
2. Debt Service Fund – As the name implies, this fund pays the principal, interest and any other fees associated with the debt of the district. At the present time, the district has very little outstanding debt when compared to other districts this size in Florida. This debt consists of an outstanding Certificates of Participation issue, and several small State Board of Education bonds.
3. Capital Projects Fund – This part of the budget is funded primarily by the 2-mill ad valorem tax levy, and pays for, as the name implies, capital projects. All new school buildings and renovations, including land

improvements, are paid out of this fund. It also provides the allocation for school equipment, technology, and school bus purchases. These dollars may only be used for very specific purposes as outlined by statute.

- 4.-5. Special Revenue-Other Fund – This part of the budget is used to account for the Food Service Program, which is a self-balancing program completely funded by sales of breakfast and lunch to students and by reimbursement from the federal government for the school lunch program. This part of the budget also accounts for all federal grants given to the district. These dollars pay for salaries and benefits and other operational costs incurred at schools, as a result of the requirements of the grants.
6. Internal Service Fund – This fund pays for services provided to the district internally. It accounts for the operation of our self-funded health insurance program and Worker’s Compensation program.
7. Trust and Agency Fund – This part of the budget provides a repository for funds that are given as designated gifts to the school district. One example of items in this fund is the scholarship program for adult students at Manatee Technical Institute.

There are many statutory and regulatory requirements which restrict the use of funds within each part of the budget and limit the district’s ability to transfer dollars between these different parts. Administration always attempts to maximize the flexibility in allocating these resources.

The District’s Financial Condition – Dr. Nolan said that several events in the FY (Fiscal Year) 2001-02 have lead to worsening the financial condition of the district. In a special session in December, the legislature met, and reduced funding in mid-year to all school districts. This reduction was necessary, due to the less than anticipated sales tax revenues because of the events of September 11 (2001), and the slowing economy. This cut from December’s special (Legislative) session totaled \$6.5 million for Manatee County. The Board dealt with this reduction in funding with a two-phase budget reduction plan. Phase I of the plan had been put into place in August of 2001, and Phase II was approved by the Board in January, 2002. Later in the fiscal year (02), the State pro-rated revenue to the districts because the Legislature failed to appropriate adequate funding for growth for the number of students in Florida. This proration cost the district an additional \$175,000.00. Also, interest revenue for 2001-2002 was significantly lower than anticipated, because of the events of September 11, which drove

interest rates down. The district had budgeted to collect \$2.2 million in interest revenue; actual collections were at \$900,000.00, or undercollection of about \$1.3 million.

PRESENTATION

Jim Buckley, Director of Finance, emphasized that although Florida ranks only 38th in per-pupil expenditures, it ranks 49th in the Country in per capita spending, which indicates the wealth of this state and the lack of support from the State, which is charged with the responsibility of providing adequate funding.

FY 03 MILLAGE

As part of the funding for the Florida Education Finance Program (FEFP), the Legislature annually prescribes the required local effort Millage for participation in the FEFP, the maximum millage for discretionary funding, and the maximum millage for additional discretionary funding. These millages are used for operational purposes within the General Fund. For FY03, the Legislature set the required local effort millage at 5.710 mills, which must be levied by the School Board in order to receive state funds. They set the maximum millage for discretionary funding at 0.637 mills. The total millage for operational purposes is 6.347 mills and is an increase of 0.02 mills from FY02. This results in an increase of 0.24 percent in the tax rate. The operating millage will raise \$97,846,468.00 from property taxes to pay day-to-day operational expense. This is an increase of \$12,273,818.00 over FY02. Additionally, the District is allowed to levy up to 2.0 mills to finance capital project expenditures. The capital millage will raise \$30,832,352.00 from local property taxes for the payment of maintenance, improvement and additions to educational facilities. For FY03 the budget has been developed on a basis of levying the full 2.0 mills. This is the same millage levied in FY02.

The total millage levy in support of the FY03 budget is 8.347 mills, which is the maximum allowed. This means that a taxpayer with a home valued at \$100,000.00 with a Homestead Exemption of \$25,000.00 will pay \$1.50 more in taxes in support of this budget than they did in FY02.

The Rolled Back Rate, a calculation mandated by the state which produces a fictitious ad valorem (property) tax rate for comparison purposes, is the rate which would generate the same amount of revenue in the new fiscal year as was produced in the previous fiscal year, less new construction and other adjustments. The purpose is to illustrate the impact of increases in the tax base for the required TRIM (Truth in Millage) advertisements and public hearings.

Tim McGonegal, Assistant Director of Finance, announced the rollback rate for the year as 9.05 percent. He presented information regarding the recommended millage levies for the 2001-2002 school year, and answered questions of the Board.

FY03 BUDGET

The budget is the financial plan for the school district and therefore is one of the most important tasks undertaken by the District. This budget was prepared along with the District's strategic plan, and the strategies expressed in this budget align with the strategic plan. This coordinated planning process will enable the District to focus on the Board's goals and move the District to improvements that will enhance the educational process for all students and bring credibility to the system. The FY03 (Fiscal Year 2003) budget totals \$508,313,733.00, and was prepared as prescribed by Statutes.

Mr. McGonegal presented the FY03 budget, and answered questions of the Board

FACILITIES FIVE-YEAR WORK PROGRAM

Capital Outlay Funds account for financial resources to be used for the acquisition or construction of major capital facilities. There are statutory and regulatory restrictions on the use of capital outlay funds. Major capital outlay fund sources include PECO (Public Education Capital Outlay), CO&DS (Capital Outlay & Debt Service), and Two-Mill funds.

The 2002-03 budget has been built with the new Sales Tax revenue and Impact Fee revenue built into the Capital Projects budget. The District plan to begin \$280 million in new construction projects in the next three years. Also included in this budget is a Sales Tax Revenue Bond Issue that will generate a project fund of \$110,000,000.00 needed as cash flow financing to jump start the District's construction projects.

Two factors will help mitigate the cost of borrowing. First, the interest earning of keeping the bond issues proceeds invested will help offset the interest costs. Second, moving forward with the bond issue will enable construction projects to begin much sooner than without the bond issue. Each month delayed will increase construction costs by .25 percent. These two factors should bring the 'net' cost of borrowing to less than 1 percent. (Interest rates under this issue are projected to be 2.29 percent in the early years, to a high of 4.58 percent in the later years. The average interest cost is approximately 4 percent.)

Mr. McGonegal distributed information regarding the Facilities Five-Year Work Program.

PUBLIC COMMENT ON FY 03 MILLAGES, BUDGET, AND FACILITIES FIVE-YEAR WORK PROGRAM

1. Ernest “Sandy” Marshall, President of the Federation of Manatee County Community Associations directed nine questions to staff regarding the budget. He asserted the need for the Board to implement a taxing district concept in this County to make growth pay its own way. Mr. Marshall also declared the administrative level of the school district as top-heavy, which he suggested to downsize; and to “beef” up instructional employees.

Board and staff members responded to Mr. Marshall’s questions.

Chairman Kinnan made assurances that staff would follow up with written responses to Mr. Marshall’s questions.

BOARD DISCUSSION

Board Members commented individually with regard to the FY03 Budget.

REQUIRED MOTIONS

FY 03 MILLAGE

Mr. Miller moved, with a second by Mr. Simmons, to approve the additional Operating Discretionary Millage which includes: 5.710 mills for Required Local Effort, 0.510 mills for Operating Discretionary, 0.127 mills for Additional Operating Discretionary, and 2.000 mills for Capital Outlay. Motion carried unanimously.

Mr. Simmons moved, with a second by Mr. Miller, to approve the Resolution Adopting the FY03 Total Millage of 8.347. Motion carried unanimously.

FY 03 BUDGET

Mr. Miller moved, with a second by Mr. Simmons, to approve the Fiscal Year 03 Budget, in the amount of \$508,313,733.00, as amended. Motion carried unanimously.

FACILITIES FIVE-YEAR WORK PROGRAM

Mr. Simmons moved, with a second by Mrs. Harvey, to approve the Facilities Five-Year Work Program, as amended (\$1,050,000.00 to be removed from the Capital Plan until such time as the Board has had an opportunity for a Workshop regarding the status of Economic Institute.) Motion carried unanimously. (Copy of Facilities Five-Year Work Program can be found in the Supplemental Minute Book.)

RECESS

Chairman Kinnan called for a recess at 7:15 p.m..

CALLED TO ORDER REGULAR MEETING

Chairman Kinnan called to order the Regular Business Meeting at 7:32 p.m.

MOMENT OF SILENCE IN MEMORY OF SEPTEMBER 11, 2001

Chairman Kinnan led the audience and Board Members in a moment of silence in memory of those lives lost on September 11, 2001 as a result of the terrorist attack on America.

AGENDA CHANGES

Mr. Kinnan announced the following Agenda changes: Future Placement on the Agenda of ***The School Board Workflow Chart*** to immediately follow Board Comments; C. - 2. ***Continuing Services Contracts for Small Projects (Less than \$1,000,000.00 in Construction Costs or Services that do not Exceed \$50,000.00) for Professional Services*** would contain a change in the language under the Superintendent's Recommendation, to include: "approval for staff to negotiate"; C. -1. ***Approval of Authorization for the Chairman to Execute an Interlocal Agreement Relating to Educational Facilities Impact Fees Between Manatee County and the School Board of Manatee County*** was withdrawn from the Agenda; and C. - 5. ***Approval of the Purchase of the Software License Agreement with United Marketing Associates for the Academy of Reading 2000, Version 2.0 Software*** was pulled for discussion and placed as New Business "B".

MINUTES

Mrs. Harvey moved, with a second by Mr. Miller, to approve the Minutes of the Workshop of August 26, 2002, Regular Meeting of August 26, 2002 and Joint Workshop of August 28, 2002. Motion carried 5-0.

RECOGNITIONS

NATIONAL HEALTH OCCUPATIONS STUDENTS OF AMERICA (HOSA) RECOGNITIONS

Mary Cantrell, Director of Manatee Technical Institute (MTI), introduced the student winners from the recent Health Occupations Students of America National Competition in Anaheim, California, June 26-28, 2002. Twelve MTI dental and nursing students represented Florida in the national competition, in which over 3,200 students competed in 48 competitive events. The students are:

Megan Barber	Gold Medal, Dental Assisting Skills
Stacy Barnett	Gold Medal, Dental Terminology
Bridgette Thomas	Silver Medal, Prepared Speech
Christina Gustafson	Bronze Medal, Dental Terminology

The other eight students, who competed in various events, placed in the top ten in the United States: Maria Hough, Elisa Winter, Dina Balsamo, Gwen Langston, Lawanda Jennings, Dixie Ferguson, Martha Demacek, and Marilyn Frazier.

The HOSA Conference is the showcase for the best health occupations students in the nation. In order to qualify for the national competition, the students competed in local and state contests. The state gold medal winners advanced to the national conference.

HOSA Advisor to the MTI Chapter, Kim Bland, and Chapter President, Elisa Winter, were presented an honorary award for having the postsecondary chapter with the highest membership (277) in the nation.

All winners received medallions. Barber and Barnett were also presented a gift from Proctor & Gamble and a one-year membership to the American Dental Assistants Association. HOSA's mission is to promote career opportunities in the health care industry and to enhance the delivery of quality health care to all people.

Audience and Board Members gave the winners a round of applause.

NATIONAL SKILLSUSA RECOGNITIONS

Dr. Cantrell recognized the student winners from the recent 38th annual National Leadership and Skills Conference and SkillsUSA Championships National Competition in Kansas City, Missouri, June 24-28, 2002:

Dennis Valone	Gold Medal, Criminal Justice (postsecondary/college level)
Tonja Edwards	Silver Medal, First Aid CPR (postsecondary/college level)
Schuler Cook	Silver Medal, Commercial Baking (high school level)
Justin Warren	Silver Medal, Criminal Justice (high school level)

Eleven other MTI students placed in the top ten. They are Andrew Bridges, Sandy Cintron, Waylon Skinner, Peter Biddlecome, Albert Brown, Jose Castro, Yim Kuoy, Brandon Sell, T.J. Woods, Justin Pearson, and Mike Beberwyk.

The SkillsUSA Championships are the showcase for the best career and technical students in the nation. More than 4,000 students from every state and three territories competed in 73 contests in technical, skilled, and service occupations. In order to qualify for the national competition, the students competed in local and state contests. The state gold medal winners advanced to the national SkillsUSA Championships.

The final day of the SkillsUSA Championships is considered the largest single day of corporate volunteerism in American and is valued at \$25 million in industry support of donated time, equipment, cash and material. All contests are run by and judged by industry using industry standards for employment. Over 1,000 industry judges participated this year.

All winners received medallions and frequently received tools of their trade and/or scholarships to further their careers and education. The SkillsUSA Championships are for high school and college-level students who are members of SkillsUSA-VICA.

Audience and Board Members gave the winners a round of applause.

CARL PROEHL AWARD FOR THE OUTSTANDING VOCATIONAL EDUCATOR IN THE STATE OF FLORIDA

The Carl Proehl award is the single most prestigious award that can be granted to a vocational educator in the State of Florida. This award has been awarded to Dr. Mary Cantrell, Director of Manatee Technical Institute. She has been selected by the Florida

Association of Career and Technical Education as the 2002 recipient for her significant contributions to career and technical education programs.

Dr. Cantrell was honored with this Recognition at the Florida Association of Career and Technical Educators All Awards luncheon on Wednesday, July 24, 2002 at the Hyatt Orlando in Kissimmee.

Doug Wagner, Director of Adult, Community and Technology Education, presented information in recognition of Dr. Cantrell.

Audience and Board Members gave Dr. Cantrell a round of applause.

CONSENT ITEMS

Mr. Miller moved, with a second by Mrs. Harvey, to approve the Consent Items as amended. Motion carried 5-0.

Approval of Purchase(s) Bids Under \$100,000.00

Approval of Pinellas County School Board Bid on Audio Visual and Video Equipment, MCSD No. 03-0037-BT

Approved of the Pinellas County School Board Bid on Audio Visual and Video Equipment, to various suppliers, as required, for the period of September 10, 2002 through December 31, 2002, not to exceed \$50,000.00, contingent upon recommended suppliers receiving a Florida Registration Number. The requested expenditures will be charged to various Budgetary Accounts throughout the district.

Approval of State of Florida Contract on Rental of Savin Copiers, MCSD No. 03-0036-KS

Approved of State of Florida Contract on Rental of Savin Copiers, to Savin Corporation, as required, through June 30, 2003, not to exceed \$60,000.00. The requested expenditures will be charged to the following accounts: General Fund; Various Business Units; General Administration or School Administration and Rentals.

Approval of Purchase(s) Bids Over \$100,000.00

Approval of Maintenance, Repairs and Click Charges for Xerox DocuTech 6180, MCSD No. 03-0035-KS

Approved the procurement of Maintenance, Repairs and Click Charges for Xerox DocuTech 6180 from Xerox Corporation for the period of July 1, 2002 through June 30, 2003, in an amount not to exceed \$150,000.00.

Approval of Request for Proposal on Environmental Consulting Services, MCSD No. 03-0004-ML

Approved of the Request for Proposal on Environmental Consulting Services, to Law Engineering and Environmental Services, Inc., OHC Environmental Engineering, Inc., and Professional Services Industries, Inc., on a rotating basis, for the period of September 10, 2002 through September 9, 2003, not to exceed \$120,000.00. The requested expenditures will be charged to various Budgetary Accounts throughout the district.

Approval of Revision of State of Florida Contract on Microsoft Software, MCSD No. 02-0078-BT

Approved of revised State of Florida Contract on Microsoft Software, from Software House International, Inc., for the period of January 28, 2002 through January 27, 2002, not to exceed \$342,380.00. The requested expenditure will be charged to various Capitalized/Non-Capitalized Computer Software Funds and Public Technology Funds. (Original Contract was approved on January 28, 2002.)

Contracts and Grants

1. ***Approval of Authorization for the Chairman to Execute an Interlocal Agreement Relating to Educational Facilities Impact Fees Between Manatee County and the School Board of Manatee County - THIS ITEM WAS WITHDRAWN***
2. Approved for staff to negotiate for Continuing Services Contract for Small Projects (Less than \$1,000,000.00 in Construction Costs or Services that do not Exceed \$50,000.00) for Professional Services. Each project will be negotiated separately. The Selection Committee Recommendation for Professional Service Firms: **Architects:** Barger Dean; Fawley Bryant; Harvard, Jolly, Clees Toppe; and Long & Associates, Inc.; **Civil Engineering:** Hough Engineering; and WilsonMiller; **Construction Managers:** Beck; McIntyre Elwell and Strammer; and NDC Construction; **Electrical Engineering:** ATP Engineering South, PL; Forney Engineering; Long and Associates; and SMRT Architects; **Environmental Engineering/Testing:** Ardaman and Associates; Long and Associates; Phoenix Agency; and Southern Independent Testing Agency; **Land**

Appraisers: Richard W. Bass Associates; **Land Planning:** Lombardo, Skipper and Foley; and WilsonMiller; **Land Surveyors:** Leo Mills and Associates; Lombardo, Skipper and Foley; and Wilson Miller; **Landscape Architects:** Colborn Design Group; David W. Johnston Associates; Swan, Moody and Associates; and WilsonMiller; **Mechanical Engineering:** ATP Engineering; Forney Engineering; Long and Associates; and Smith, Seckman and Reid; **Moisture Control:** Law Engineering and Environmental; and Long and Associates; **Permitting, Inspection and Plans Review:** Peico; and West Coast Inspections; **Roof Systems:** Law Engineering and Environmental; and Weber and Tinnen; **Soil/Material Testing:** Ardaman and Associates; Law Engineering and Environmental; and Williams Earth Sciences; **Structural Engineering:** Long and Associates; and Weber and Tinnen; **Transportation Engineering:** Hough Engineering; and WilsonMiller.

3. Approved of the Contractual Services Agreement Between the State of Florida, Department of Health, Manatee County Health Department, and School Board of Manatee County for the 2002-2003 School year. The Manatee County Health Department will reimburse the School Board on a monthly basis, a total dollar amount specified by the Health Department not to exceed \$30,600.00 in salary for two health support aide positions (for Blackburn Elementary and Palmetto High Schools). The position at Blackburn Elementary will continue to be filled by an Licensed Practical Nurse with an additional \$10,224.00 to cover salary and benefits be paid from Medicaid.
4. Approved of the contract with Jake's Automotive Center, Inc., for on-the-job training for the 2002-2003 school year for high school Exceptional Student Education students. Cost of transportation for the 2002-2003 school year will be appropriately allocated through the Manatee County School Board Transportation Department budget and Individuals with Disabilities Education Act funds.
5. ***Approval of the Purchase of the Software License Agreement with United Marketing Associates for the Academy of Reading 2000, Version 2.0 Software – THIS ITEM WAS PULLED FOR THE PURPOSE OF DISCUSSION AND PLACED AS NEW BUSINESS “B.”***
6. Approved of the agreement between the School Board of Manatee County (SBMC) and Larry and Glenna Gillard on behalf of their grandson, a minor, for the 2002-2003 school year. The SBMC will remit to Manatee Palms 95 percent of the Full Time Equivalency, which it received from the

State of Florida in connection with the educational services provided to the student.

7. Approved to accept and expend the Tech Prep Grant for the 2002-2003 school year. Funds received by the district from the grant total \$114,885.00. Funds will be used to pay salaries and benefits for the existing Tech Prep Specialist and for one existing administrative secretarial position (these are both 11 month positions).

Finance

1. Approved the Annual Financial Report for 2001-2002 fiscal year.
2. Approved of the final budget amendments for 2001-2002.
3. Approved of the write-off of NSF (non-sufficient fund) checks as presented by staff. The total amount of the checks to be written off is \$813.85. The revenues for the Food Services Accounts fund will be reduced by \$585.85; schools internal accounts will be reduced by \$278.45; and miscellaneous income will be reduced by \$172.00. (Copy of List can be found in the Supplemental Minute Book.)
4. Approved to accept and expend the Florida Department of Law Enforcement (FDLE) Criminal Justice Standards & Training Trust Fund Operating Budget for Manatee Technical Institute (MTI) to support advanced and specialized training courses. The MTI Criminal Justice Academy has been allocated an operating budget of \$61,440.00 for the 2002-2003 school year.
5. Approved of the Manatee County Schools Foundation's request for the School Board of Manatee County to act as the fiscal agent for its employees(s) salaries.

Personnel

- 1-6. Approved Personnel List and Addendum, copies of which can be found in the Supplemental Minute Book.
7. Approved of the report of teachers who are out-of-field in their subject areas. (Copy of Report can be found in the Supplemental Minute Book.)
8. Approved of the report of teachers who are out-of-field in ESOL (English for Speakers of Other Languages). (Copy of Report can be found in the Supplemental Minute Book.)

INFORMATION

A listing of Leaves and information on Celebrate Freedom Week were presented to the Board for its information.

PUBLIC COMMENTS

1. Clinton A. Miller informed the Board of a recent request for reclassification of land use - 27 acres, from light industrial use to heavy industrial use - for the purpose of moving an asphalt plant from University Parkway and Lorraine Road to a new location between State Roads 64 and 70, on Lakewood Ranch Boulevard. He expressed concern about the asphalt plant's proposed close proximity to Lakewood Ranch High School, the new middle school, Woodland's Baptist Church Child Care Center, and many communities, including his. Mr. Miller further discussed the implication to the health and safety of the community.

Mr. Kinnan requested for Superintendent to research this issue and report back to the Board.

2. Fred Johnson, Retired employee, emphasized the importance of all employees, the value of educators, and the Board's role in the system. He thanked the Board for his 17-year tenure with the system, and said that he was treated well.
3. Mary Ruth Coker spoke about the importance of prayer in schools. She queried when the public could expect prayer in Manatee County Schools, and would the Board like petitions started on this matter.

Mrs. Harvey requested that Mark Barnebey, School Board Attorney, provide a short presentation at the next School Board Meeting regarding this issue.

BOARD COMMENTS

Mrs. Harvey

Ballard Elementary School Open House – Mrs. Harvey requested a time change from 6:00 p.m. to 7:00 or 7:30 p.m. on Thursday, September 19, for the Ballard Elementary School Open House, to assist the schedule of those in the community who wish to attend.

School Lunches – Mrs. Harvey said concerns still exist about school lunches in the district.

Consistent Guideline for Applications from Previous Felons – Mrs. Harvey requested information regarding Clean Record Timeline Requirement. She pointed out a need for consistency for this matter.

Tallevast Community Meeting – Mrs. Harvey said she would be attending an upcoming community meeting in the Tallevast area (with regard to the Sarasota Salvation Army's placement of a Drug & Alcohol Treatment Facility in close proximity to Kinnan Elementary School).

Mr. Miller

Guidelines for Public Speakers at Joint School Board Meetings – Mr. Miller said he was slightly disappointed that upon arrival at the recent Joint School Board Meeting, the distinguished speaker was given only 15 minutes to make a presentation. Mr. Miller emphasized the need to establish ground rules in advance for public speakers.

Joint Use Facility with Manatee Community College (MCC) – Mr. Miller recommended forward thinking in construction of one of the district's next high schools, to coordinate a joint use program with MCC.

Q-ZAB Program as a Funding Source – Mr. Miller recommended staff explore the Q-ZAB program as a funding source.

Urban and Community Forestry Grant – Mr. Miller requested for staff to explore the use of an Urban and Community Forestry Grant for use at existing or future school(s) as an educational program.

Energy Management Program – Mr. Miller requested a report on whether or not the district is utilizing its Energy Management Program to save dollars and reduce costs of utilities.

Growth of Non-Instructional vs. Instructional Employees – Mr. Miller requested that staff respond to Mr. Marshall's claim of the growth of non-instructional as opposed to instructional personnel (made during Public Comments at this evening's Public Hearing). He requested that someone review the numbers and provide a report to the Board on the matter.

Manatee High School Cafeteria – Mr. Miller said he continues to hear negative comments regarding food quality at the schools, and the Manatee High School Cafeteria. He requested a report of specific information about the remodeling project at Manatee High School that was to have happened in the past few years.

Size of Classrooms in Georgia – Mr. Miller said he had occasion last week to visit with a teacher in Georgia, who is a former Manatee County Teacher. He said he was discouraged that the State of Georgia leads Florida in lower class sizes. Mr. Miller spoke of the need for Florida Legislators to be more supportive of education.

Mr. Simmons

Funding for High School Challenge Day Activities– Mr. Simmons encouraged community businesses or individuals interested in funding Challenge Day activities at Palmetto or Manatee High Schools, to please contact the respective Principal at the school.

Reading Event – Mr. Simmons commended the emphasis placed on reading through a local reading event sponsored by DeLouis Simmons, where children from the community who read to an adult could earn a bicycle.

Technology Support – Mr. Simmons proposed that next year's budget provide technology support for teachers.

Commendation of Maintenance Department Staff Members – Mr. Simmons commended Todd Henson, Director of Maintenance and Vehicle Maintenance, for the excellent job of Mr. Henson's staff in the recent response to the broken air conditioner at Braden River Elementary School.

Location of Playground at Braden River Elementary School – Mr. Simmons suggested the possibility of seeking available dollars through the DOT (Department of Transportation) to relocate the playground at Braden River Elementary School as State Road 70 is widened.

Curriculum Health Education Guidelines for Outside Speakers – Mr. Simmons commended the Curriculum staff for the recent information ***Health Education Guidelines for Outside Speakers*** provided to the Board.

Food Service Issues – Mr. Simmons expressed concern with regard to the way information was provided to the School Board about the issue of coffee services.

Mr. Brunner

Commendation of Maintenance Department Staff Members – Mr. Simmons commended Todd Henson, Director of Maintenance and Vehicle Maintenance, for the excellent job of Mr. Henson’s staff in the recent response to the broken air conditioner at Braden River Elementary School.

September 11 Events – Mr. Brunner said September 11 is an opportunity to celebrate the strength of this nation. He expressed hope that the recent patriotism exhibited by Americans would be continued, and that it would be recognized in every way possible that is appropriate for each age level in the classroom to share with students “the importance of our nation, the freedom that we have, and the sacrifices that many of these people paid for what we have.”

Back-To-School Nights, PTA (Parent Teacher Association), PTO (Parent Teacher Organization), SAC (School Advisory Council) Meetings - Mr. Brunner encouraged parents to attend these meetings held at the schools as an opportunity to become involved in their child’s education.

LIFE Program at MTI (Manatee Technical Institute) – Mr. Brunner said many people do not realize the level of participation and dedication that School Board employees have in partnering with the Sheriff of Manatee County. He requested a presentation about the LIFE program at a future Meeting.

Curriculum Health Education Guidelines for Outside Speakers – Mr. Brunner suggested: 1) having a Board Member sit on the committee which evaluates outside speakers; 2) dialogue between the Board and staff members prior to the committee interviewing any speakers, so that staff will gain an understanding of what types of issues the Board feels are important criteria in rating speakers.

Process, Issues, Financing RFP (Request for Proposals) for Financial Advisors, Underwriters, Bond Counsel, etc. – Mr. Brunner discussed funding mechanisms to bond some of the anticipated sales tax revenues for cash flow up front to address some of the school construction needs. He said it is imperative for the School Board to be educated and informed of the process every step of the way. Mr. Brunner recommended a Board Workshop where staff would outline: 1) the process being planned; 2) the issues involved; 3) how the financing team is assembled; 4) the kinds of criteria in the Request for Proposals; and, 5) the grading matrix. He recommended having at least one Board Member sit in on the process prior to a final recommendation being brought forward to the Board.

Mr. Kinnan

Tour of Central Corridor – Mr. Kinnan expressed appreciation to staff for coordination of the tour of the ‘Central Corridor’ for potential school sites.

Timetable on School Construction Projects – Mr. Kinnan expressed concern about the timetable with regard to school construction projects. He said the Board has made a covenant with the community about the time frame for new schools.

Kudos to MTI (Manatee Technical Institute) – Mr. Kinnan extended thanks to Dr. Mary Cantrell and those who accompanied her to the recent presentation she made to the Chamber regarding MTI. He said he also was also impressed that MTI distributes to every visitor a student handbook; Mr. Kinnan encouraged the Superintendent to consider doing the same at each school.

WORKFLOW CHART

Chairman Kinnan noted the placement of the School Board Workflow Chart would appear at this point in future Agendas.

SUPERINTENDENT’S REPORT

Administrative Appointment – Dr. Nolan announced the appointment of Jennifer Rosenboom (Curriculum Resource Specialist), to Coordinator of Instructional Staff Development.

Workshop: Marine Science Distance Learning Program at Mote Marine – Dr. Nolan announced a proposed date of Thursday, October 17, from 8:00 to 11:00 a.m.

Tri-County School Board Meetings – Dr. Nolan addressed the previously stated concern about timing for public speakers at Joint School Board Meetings. He informed the Board of a process whereby the hosting School Board would set the Agenda as well as set the appropriate time for speakers.

Primary Election: September 10 – Dr. Nolan pointed out the importance of tomorrow's date (Primary Elections) in this community, and encouraged one and all to vote.

OLD BUSINESS

APPROVAL OF RESOLUTION RELATING TO LOCATION OF ADULT REHABILITATION FACILITY LOCATED AT 2411 TALLEVAST ROAD

The School Board of Manatee County (the "School Board") owns property and operates Kinnan Elementary School located at 3415 Tallevast Road, Sarasota, Florida. The Salvation Army has submitted a development application to Manatee County proposing to construct a 65,000 square foot adult rehabilitation center and residential dormitory, a 25,000 square foot retail/shop, a 50,000 square foot warehouse, and a 7,500 square foot drop-off area at the intersection of U.S. 301 and Tallevast Road.

Based on the location of the proposed Salvation Army facility in relation to Kinnan Elementary School, the increased pedestrian and vehicular traffic in and around the school, and uses inherent with adult rehabilitation centers, the proposed adult rehabilitation center poses a threat to the health and safety of the staff, facility, and children of Kinnan Elementary School.

The School Board may formalize a Resolution protecting the health and safety of staff, the facility, and the children of Kinnan Elementary School from the adult rehabilitation facility proposed by Salvation Army and located at 2411 Tallevast Road. Such Resolution, upon School Board approval, shall be submitted to the Manatee County Board of County Commissioners for consideration.

There is no fiscal impact at this time.

After discussions with the School Board Attorney, the Superintendent recommends adoption of the above referenced Resolution.

Chairman Kinnan informed Board Members of a letter he had received from the Sarasota Salvation Army, requesting to speak to the School Board regarding this matter. He encouraged Superintendent Nolan to communicate to the Salvation Army the process for Public Comments, for which they are welcome to participate.

RESOLUTION OF THE SCHOOL BOARD OF MANATEE COUNTY

WHEREAS, the School Board of Manatee County ("School Board") owns property and operates an elementary school, Kinnan Elementary School, at 3415 Tallevast Road, Sarasota, Florida; and

WHEREAS, the School Board strives to provide a safe and secure learning environment for its students, faculty and staff; and

WHEREAS, it is the understanding of the School Board that the Salvation Army, through its Sarasota offices, is proposing to construct a 65,000 square foot adult rehabilitation center and residential dormitory at the intersection of U.S. 301 and Tallevast Road (2411 Tallevast Road); and

WHEREAS, the proposed adult rehabilitation center poses a threat to the health, safety and welfare of the staff, facility, and children of Kinnan Elementary School through increased and inappropriate pedestrian and vehicular traffic in and around the school;

NOW, THEREFORE, be it resolved by the School Board of Manatee County as follows:

1. such an adult rehabilitation facility with the residential dormitory should be more centrally located to serve its expected clientele within Sarasota County; and
2. such an adult rehabilitation facility with the residential dormitory is an inappropriate land use approximately ten blocks from an elementary school; and
3. the location of such a facility with the residential dormitory poses a threat to the safe and secure learning environment at Kinnan Elementary School; and

4. the request by the Salvation Army constitutes a threat to the health, safety and welfare of the school, the neighborhood and the County and thus would be inconsistent with the criteria found in Section 504.5 and 603.4 of the Manatee County Land Development Code.

ADOPTED with a quorum present this 9th day of September, 2002.

THE SCHOOL BOARD OF MANATEE COUNTY

By: Harry Kinnan
As its Chairman

By: Dan Nolan
As its Superintendent

Mr. Simmons moved, with a second by Mrs. Harvey, to approve the Superintendent's recommendation to adopt the above referenced Resolution. Motion carried unanimously.

NEW BUSINESS

APPROVAL OF THE JOB DESCRIPTION AND ONE POSITION OF EXCEPTIONAL STUDENT EDUCATION PARENT SUPPORT SPECIALIST

The Individuals with Disabilities Education Act (IDEA) requires that a portion of the Discretionary Supplement allocation be used to provide training, information and support services to parents of students with special needs. A position is required to meet these goals of IDEA.

The position of Exceptional Student Education (ESE) Parent Support Specialist will provide a wider range of support and activities that will benefit parents and families of students with disabilities. These services will include, but not be limited to, coordination of parent training in accordance with the ESE Strategic Plan, ESE Parent Advisory Council and development and maintenance of parent information section of ESE Department web page.

The total salary for this position is \$42,791.00. The salary of an existing vacant position that will not be filled will be used to offset the cost of this position. The salary and benefits of the position will be paid entirely from the IDEA grant.

The Superintendent recommends approval of the job description and one position of Exceptional Student Education Parent Support Specialist.

Mrs. Harvey moved, with a second by Mr. Simmons, to approve of the job description and one position of Exceptional Student Education Parent Support Specialist.

Board Members expressed concern regarding whether or not the existing vacant position that will not be filled and will be used to offset the cost of this position would be filled in the future.

Lynette Edwards, Assistant Superintendent for Curriculum & Instruction, pointed out that there is no money to fund the now-vacant position.

Chairman Kinnan called the question.

Motion carried 5-0.

APPROVED OF THE PURCHASE OF THE SOFTWARE LICENSE AGREEMENT WITH UNITED MARKETING ASSOCIATES FOR THE ACADEMY OF READING 2000, VERSION 2.0 SOFTWARE

On October 30, 1998, the School Board approved an agreement with Autoskill International, Inc., which included the purchase of the Academy of Reading software, version 1.2. This software was purchased to support students in the reading remediation process and was implemented district-wide, including ten alternative education sites and community sites.

The Academy of Reading 2000, version 2.0 software, is now available from United Marketing Associates and contains the following enhancement features:

- AutoTest: This method assigns the student a cloze paragraph testing assignment, automatically evaluates the results, and then assigns the student an appropriate curriculum of skills for their current reading level.
- AutoPilot: This method looks at the student's profile, including age and physical grade level, and assigns an appropriate curriculum of skills. This methodology is very effective with young students and very low level readers who need a great deal of motivation.
- AutoTutor Productivity Guides: These guides offer instruction to key training activities, key instructional lessons, bridge program areas, offer an enhanced

level of student motivation, offer interventions to improve student performance, introduce testing assignments and many other appropriate applications.

- AutoIntervention: This intervention notifies both the student and teacher if a student is having difficulty, then teachers can work with the student to help them through the skill.

The Academy of Reading 2000, version 2.0 software, will be purchased as a district license to upgrade all schools, alternative education sites, and community sites. This software will be used to support students in the reading remediation process and includes these enhancements that require less time and management for teachers.

The cost of the Academy of Reading 2000, version 2.0, from the United Marketing Associates is \$45,550.00 and will be purchased from Supplemental Academic Instruction funds. District staff will work with United Marketing Associates representatives for installation and training.

The Superintendent recommends the approval of the purchase of the Software License Agreement with United Marketing Associates for the Academy of Reading 2000, version 2.0 software.

Chairman Kinnan expressed concern about the cost of this product.

Ms. Edwards explained the cost is actually a cost-savings, and provided information to the Board.

Mrs. Harvey moved, with a second by Mr. Miller, 5-0 to approve the purchase of the Software License Agreement with United Marketing Associates for the Academy of Reading 2000, version 2.0 software. Motion carried unanimously.

ADJOURNMENT

There being no further business to come before the Board, Chairman Kinnan adjourned the meeting at 9:03 p.m.

Secretary

Chairman