



**School Board Briefing Meeting  
Monday, July 31, 2006  
3:00 p.m.  
MINUTES**

**Approved September 7, 2006**

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**CALLED TO ORDER:**                    **Dr. Jane Kuckel, Meeting Chair**

**PRESENT:**                                Mr. Steven Teuber, J.D., Chairman  
    Dr. Elinor Scricca, Ph.D., Vice Chair  
    Mr. Robert Chilmonik, Board Member  
    Mrs. Jeanne Dozier, Board Member  
    Dr. James W. Browder, Superintendent  
    Mr. Keith Martin, Board Attorney

**RECORDING SECRETARY:**        Ms. Sonia M. Roberts

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The School Board Briefing Meeting of July 31, 2006 was called to order at 3:02 p.m. Dr. Kuckel read the agenda to the Board.

**Special Areas of Board Involvement**

**Elinor Scricca**

As the Liaison for the EDAC, she attended the committee meeting and was received warmly. She advised that the site selection committee members discussed with the committee the purchase of two parcels of land. She attended The News-Press reception for the new community editor, David Plathos. She attended the Leadership Committee at Fort Myers High School. She attended the Transportation Department luncheon. This group is ready for the new school year.

**Robert Chilmonik**

River Hall progress is being made.  
He attended the News-Press reception.  
He too attended the Leadership Committee at Fort Myers High School.  
He attended a substitute training meeting – preparing subs for responsibilities they will have. He asked Dr. Browder about the number of teachers that the district is short. Dr. Browder replied that the District will be up and coming for the new school year. Mr. Chilmonik will send a memo to Dr. Browder on questions raised at this training, i.e. certification.

**Steven Teuber**

Mr. Teuber spoke of the letter from Mrs. Wallace related to the Curriculum Advisory Committee and ideas of rotating members so they can serve in different capacities; and asking present members if they want to go to a different committee to serve.

He attended the Teen Trendsetters in Orlando and advised the Board that Florida has over 1600 mentors making Florida the #1 mentoring state in the United States. He further stated that the governor acknowledged Lee County and Dr. Browder because we are the leading mentor County in Florida and we were acknowledged for this. Mr. Teuber congratulated all the Trendsetters.

He attended the Points of Light Awards ceremony and a winner of that award (Dexter), received the award for mentoring. Dr. Browder will bring forward a more formal recognition for Dexter at a future Board Meeting. In addition, Dr. Browder and Mr. Teuber thanked Dr. Dinaud for her tireless work on this effort.

Mr. Teuber mentioned that Lee has been selected as the model for Career Day for the other 66 counties in Florida for our comprehensive schools. He credits Dr. Browder and District staff and comprehensive school staff and the Horizon Council for making us the state model.

#### **Dr. Jane Kuckel**

Wanted further discussion about Mrs. Wallace's letter and the suggestions she referred to therein. There was discussion on this and Dr. Browder advised the Board that in a workshop in September he will bring to the Board more information. He said that he has asked the chairs of the committees to react to this; we will then meet in August and workshop in September.

#### **Wellness Initiative**

Dr. Browder introduced Lisa Brown, the Wellness Coordinator. Ms. Brown commended the District and the Board for starting this program and for valuing the health of employees. She will update the Board on the plans for the first year of the District's Wellness Program. Healthcare costs are increasing and the District is demonstrating how we can save money and change unhealthy behaviors. Working with Blue Cross to urge employees to participate in health screenings and appraisals – to learn how their lifestyle relates to their risks. Dr. Browder and his Cabinet will take the leadership role in this endeavor such as, the kitchen cabinet meeting lunches will be coordinated by Miss Brown. On the vending machines (healthy choice machines) the District is receiving recognitions for this move. Mr. Chilmonik thanked Mr. Nagy for his work on this.

#### **Executive Services. Strategic Plan Update**

Mrs. Linda Boyle began discussion of the two handouts; one is the strategic plan fiscal update and the other document is also to be discussed by Mrs. Boyle. Dr. Kuckel requested an additional column that notes the metrics behind this; we need to have a correlation between all the process and the correlation examples: Dr. Kuckel then discussed certain pages throughout the document that tell the process but there is no measurable column. Dr. Kuckel further asked how do we measure this, i.e. who was measured did the training make a difference; again she gave other examples. Dr. Scricca requested more specificity in the action step as well as what was achieved and how much was achieved. Mr. Boyle spoke on this and agreed with the Board members' suggestions. Dr. Itzen and she will work towards creating this. Mr. Teuber agrees with Dr. Scricca because we need to ask "why are we doing something; what are we expecting from the goals and how are we going to measure those goals". Dr. Itzen advised the Board that this fall we will establish a District scorecard of the District measures. Mr. Chilmonik asked Dr. Browder when he will begin assigning budget numbers to this; and when will he begin incorporating these to staff performance appraisals. Mrs. Boyle was thanked for the work on this program.

#### **Workforce Housing**

Dr. Browder has met with citizens during the past three or four months regarding workforce type housing and this group has offered some interesting opportunities and, said Dr. Browder, he is at a point to share with the Board where we are at this point. He stated that we have a number of individuals willing to donate services to the District if we are interested in creating some work force type housing. Dr. Browder would like to invite the Board Chair to the next meeting (September) so that he can listen to their ideas. He further stated that this group is planning on doing this somewhere, either in Lee County, or in a surrounding county. In response to Mr. Chilmonik's question as to whom these citizens are, Dr. Browder replied that this is a philanthropic group who prefer that their names not be mentioned at this time. However, Dr. Browder will give this information to the Board in about three weeks. Dr. Browder clarified the distinctions in the term workforce housing and affordable housing. Dr. Browder would like to solicit the permission of the Board to invite the Chair to a meeting in September. Mr. Martin approached to answer Dr. Scricca's definition of workforce and affordable housing distinctions. Dr. Browder advised the Board that he plans to share with the Board a summary of everything that has occurred, including the names of these individuals – perhaps in three weeks. Mr. Chilmonik and Dr. Kuckel would prefer to receive this information prior to giving consensus to have Mr. Teuber attend the meeting. Dr. Browder will have this summary to the Board within three weeks. In response to Mr. Chilmonik's question whether other realtors can be invited to this meeting, Dr. Browder said that he is being invited to this meeting.

#### **Policy 1.115, Code of conduct for Board Members (new 8/15)**

Dr. Browder advised that 1.115 was pulled from this meeting because Mrs. Dozier is not present at this meeting; and she is collecting additional information from FSBA on this language. She asked that it be pulled and will be brought to the Board at another time.

**Change of Orders 4.42**

This is the policy that is the result of the Auditor General’s report regarding change orders. We have it here so that you know how we are meeting the requirements of the law as described by the Attorney General. Mr. Chilmonik asked how much money is involved in change orders that we do not see; and Dr. Browder said he does not have that information. Mr. Chilmonik asked if there is a penalty for the violations. Mr. Martin responded. Dr. Browder advised that we will now set a public hearing date to bring back to the Board at the first meeting in August.

**Charter Schools – AR 3.30**

Dr. Browder discussed the changes in this AR 3.30 on pages 2 & 3.

**Public Comment**

Mr. Martin read the policy on public comment. No one approached the podium for public comment.

**School Law Minute** – Mr. Martin read the new legislative requirements for the School Board to take action regarding the A++ plan. This will be brought to the Board for discussion

**Board Attorney/Board Internal Auditor/Superintendent’s Comments**

Ms. Nieminski spoke on the update on status of where she is on

1. Auditor’s Report for the accounts payable invoices less than \$25,000 should be finalized in hard copy by Friday.
2. Mr. Chilmonik’s report will have a memo report sent out next week.
3. Reiterates that the audit results did not indicate any signs of fraud, intentional mismanagement or blatant disregard for policy; error rates were less than 1% and cooperation of district staff was appreciated. Minimal errors found in the invoice payment policy. Ms. Nieminski would like to recommend that she conduct a purchasing order audit as a next step. In that audit she will look at vendor setup; compliance to our policies and state level requirements and running testing for fraud. Whatever CD’s Ms. Nieminski develops in her audit of the purchase orders will be given to each Board Member. Mr. Teuber asked Ms. Nieminski if she will give the Board direction if further reviews by the Board members of her reports would be warranted. Ms. Nieminski welcomes any input from the Board members for their guidance and she too will give her input. There was consensus from the Board members on Mr. Teuber’s suggestions.

**Superintendents Comment**

The Superintendent had no comments at this time.

Meeting adjourned at 4:45 p.m.

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Jane E. Kuckel, Ph.D., Briefing Meeting Chair

ATTEST:

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James W. Browder, Ed.D., Secretary and District Superintendent

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