

Copies of the agenda and all documentation are available for review in the libraries of the campuses located in Charlotte, Collier, Lee, and Hendry/Glades Counties, and are also available on the College website at www.edison.edu/district/board/meetings.php

DRAFT

Agenda

District Board of Trustees Executive Session
Edison State College – Lee Campus
Building AA, Room 166
November 29, 2011
2:30 p.m.

1. Discuss Collective Negotiations

Copies of the agenda and all documentation are available for review in the libraries of the campuses located in Charlotte, Collier, Lee and Hendry/Glades Counties, and are also available on the College website at www.edison.edu/district/board/meetings.php

DRAFT

Agenda

District Board of Trustees Meeting
Edison State College
Lee Campus – Building AA, Room 177
November 29, 2011
4:00 p.m.

Pledge to Flag

Introduction of Guests and Public Comment

Information Reports:

- Faculty Senate Report*
(None Requested)
- SACS Report*
(Presenter: Dr. Erin Harrel)
- Legislative Update*
(Presenter: Mr. Matthew Holliday)
- President's Comments*
(Presenter: Dr. Kenneth P. Walker)

Information and Discussion: None Submitted

Vote to Take Action On:

1. Approval of Minutes
 - a. Regular Meeting October 25, 2011 (Presenter: Mrs. Berlam) (Page 1)
 - b. Special Meeting November 4, 2011 (Presenter: Mrs. Berlam) (Page 11)
2. Election of Vice Chairman (Presenter: Dr. Walker) (Page 15)
3. Approval to Extend a Utility Easement to Florida Power and Light Company on the Hendry-Glades Campus (Presenter: Mr. Nice/Board Liaison: Mr. Chapman) (Page 16)

District Board of Trustees/Agenda
November 29, 2011
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4. Approval to Award the Status of "Pre-Qualified" General Contractors for the Period January 1, 2012 through December 31, 2012 (Presenter: Mr. Nice/ Board Liaison: Mr. Chapman) (Page 20)
5. Approval to Remove College Property from Inventory (Presenter: Mrs. Doeble/Board Liaison: Mr. Webb) (Page 23)
6. Approval to Advertise Request for Information #11-06 to Florida State Contract Vendors (Presenter: Mrs. Doeble/Board Liaison: Mr. Webb) (Page 26)
7. Approval of Personnel Action (Presenter: Mrs. Fairfax/Board Liaison: Mrs. Starnes-Bilotti) (Page 29)

Consent Agenda:

8. Approval of Personnel Actions (Presenter: Mrs. Fairfax/Board Liaison: Mrs. Starnes-Bilotti) (Page 39)

Information Only:

9. Edison State College Monthly Financial Report (Presenter: Mrs. Doeble/Board Liaison: Mr. Webb) (Page 46)

President's Comments

Board Members' Comments

Adjournment

Reconvene:

The Edison State College District Board of Trustees reconvenes as the Edison State College Charter Schools Governing Board

DRAFT

Agenda

Charter Schools Governing Board
Edison State College
Lee Campus – Building AA, Room 177
November 29, 2011

Introduction of Guests and Public Comment

Vote to Take Action On:

1. Approval of Minutes Regular Meeting October 25, 2011
(Presenter: Mrs. Berlam) (Page 1)

Information Only:

2. Edison State College Collegiate High Schools Monthly Financial Report
(Presenter: Mrs. Doeble) (Page 3)

Written Reports:

3. Monthly Report on Edison Collegiate High School – Charlotte (Page 6)
4. Monthly Report on Edison Collegiate High School – Lee (Page 8)

Board Members' Comments

Adjournment

DRAFT
Minutes
Edison State College
District Board of Trustees Meeting
Lee Campus –Building AA, Room 177
October 25, 2011
4:00 p.m.

AGENDA ITEM: 1

The District Board of Trustees of Edison State College met in regular session in Lee County, Florida, on October 25, 2011 at 4:00 p.m. with the meeting called to order by Mary Lee Mann, Chair.

Present: Washington Baquero
Ann Berlam, Vice Chair
JoAnn Helphenstine
Mahlan Houghton, Jr.
Mary Lee Mann, Chair
Dr. Randall Parrish, Jr.
Julia Perry
Christopher Vernon
Kenneth P. Walker, District President
Frances Brennan, Recorder
June Hollingshead, Recorder

Pledge to Flag

Introduction of Guests and Public Comment:
CHARLOTTE CAMPUS – None

MOTION by Julia Perry, seconded by Christopher Vernon, to amend the agenda of this meeting to allow the Board to have a discussion on Dr. Walker's position. After a voice vote, the Chair ruled that the motion failed. Subsequently, a vote by individual members was requested and the Chair ordered a rise vote of Board members to confirm affirmative and negative votes. Those in favor were Julia Perry, JoAnn Helphenstine, Ann Berlam, and Christopher Vernon. Those opposed were Randall Parrish, Washington Baquero, Mary Lee Mann, and Mahlan Houghton. The Chair ruled that the motion failed.

Introduction of Guests and Public Comment (continued):

HENDRY/GLADES CENTER - None

COLLIER CAMPUS

1. Dr. Cheryl Turton – requested that the Board not vote on Consent Agenda Item #4.III. Special Contracts.Line item I: Release Time – Fall 2011 without more facts.

LEE CAMPUS

- | | | |
|-------------------|------------------------|---------------------------|
| 1. David Robbins | 9. Sean Hartman | 17. Dennis Dominguez |
| 2. Erica Patti | 10. Steve Chase | 18. Prof. Russell Swanson |
| 3. Rico Ducatel | 11. Willie Filkowski | 19. William Coughlan |
| 4. Barbara Cox | 12. Claire Malecot | 20. Marcela Trevino |
| 5. David Oliver | 13. Prof. Don Ransford | 21. Marty Ambrose |
| 6. Jed Krause | 14. Natasha Ponciano | 22. Peggy Fleming |
| 7. Michael Grodem | 15. Dr. Wendy Chase | 23. Prof. Ellie Bunting |
| 8. Todd Wills | 16. Dr. Steve Maxwell | |

Information Reports:

1. SACS Update – Dr. Erin Harrel
2. Faculty Senate Report – Prof. Don Ransford
3. President’s Report – Dr. Kenneth Walker

MOTION by Ann Berlam, seconded by Chris Vernon, to amend the agenda to add an Agenda Item under “Vote to Take Action On” to allow a motion for the Board to take ownership and action on the independent third-party management review of the administration and operations. Approved unanimously.

Information and Discussion:

- Chris Vernon

There was general discussion about the SACS Focused Report, Nursing accreditation, DOE correspondence, State Auditor’s report, and an update on implementation of AACRAO recommendations.

- Ann Berlam

- Discussion/Review of SACS Focused Report

Mrs. Berlam asked for this agenda item as a public recognition and acknowledgment that the Board has received both reports (SACS Focused Report and the AACROA Report), and that the responses to the AACROA report are included in the SACS Focused Report, with most of the issues being technical in nature, i.e., library hours, credentials, terminal degrees, etc.

Vote to Take Action On:

Agenda Item #1. Approval of Minutes Regular Meeting September 27, 2011
(Presenter: Mrs. Mann) (Page 1)

MOTION by JoAnn Helphenstine, seconded by Ann Berlam, to approve the minutes of the regular meeting September 27, 2011, as presented. Approved unanimously.

Agenda Item #2. Approval to Extend a Utility Easement to EMBARQ FLORIDA, INC., d/b/a CENTURY LINK on the Lee Campus (Presenter: Mr. Nice/Board Liaison: Mrs. Mann) (Page 4)

MOTION by Randall Parrish, seconded by JoAnn Helphenstine, to approve the extension of an existing communications systems easement to EMBARQ FLORIDA, INC., d/b/a CENTURY LINK, as presented. Approved unanimously.

Agenda Item #3. Approval of Personnel Action (Presenter: Mrs. Fairfax/Board Liaison: Mrs. Berlam) (Page 11)

MOTION by Ann Berlam, seconded by Randall Parrish, to approve the termination for cause of Dr. George S. Atkins, as presented. Discussion followed in which Mrs. Berlam asked that a summary of actions that led to this recommendation from administrators be attached as part of the minutes. (*See Attachment #1 at back of minutes.*) After further discussion, the motion was approved with Chris Vernon voting no.

Agenda Item #3(a). Approval of Personnel Action (Presenter: Mrs. Fairfax/Board Liaison: Mrs. Berlam) (Page 69a)

MOTION by Mahlan Houghton, seconded by Mary Lee Mann, to approve the termination for cause of Dr. Robert J. Beeson, as presented.

Discussion was followed by:

MOTION by Chris Vernon to table this agenda item until the November 22, 2011 Board meeting.

SUBSTITUTE MOTION by Ann Berlam, seconded by Chris Vernon, to table this agenda item until the next Board meeting which may be called prior to the scheduled November 22, 2011 Board meeting. After a voice vote, the Chair called for a division of the house and rise vote of Board members to confirm affirmative and negative votes. Those in favor were Ann Berlam, Chris Vernon, Randall Parrish, and JoAnn Helphenstine. Those opposed were Washington Baquero, Julia Perry, and Mahlan Houghton. The Chair ruled that the motion carried.

Agenda Item #3(b). Approval for the Board to Take Ownership and Action on the Independent Third-Party Management Review of the Administration and Operations.

MOTION by Ann Berlam, seconded by Chris Vernon, that the Board of Trustees instruct the appropriate College staff to develop the Request for Proposals (RFP) for a review of the oversight of management and administration of Edison State College by an independent consultant with the content of such RFP based on parameters and information identified by the Board of Trustees, and to move this process as quickly as possible; that the Board would be the body to select the parameters of what the Board wants in the RFP; that the Board will make the decision of who to hire, and; that the report will be sent directly to the Board of Trustees.

Following discussion:

AMENDMENT TO THE MOTION by Ann Berlam, seconded by Randall Parrish, to develop an RFI (Request for Information) instead of an RFP. Approved unanimously.

By voice vote the MOTION carries.

Consent Agenda:

Agenda Item #4. Approval of Personnel Actions (Presenter: Mrs. Fairfax/Board Liaison: Mrs. Berlam) (Page 70)

Following discussion, the Chair pulled item "III(I) – Special Contracts. Release Time, Fall 2011" regarding Dr. Cheryl Turton, and referred the item back to Mrs. Fairfax to bring back to the Board with further clarification. The remainder of the personnel actions was approved unanimously by an "aye" vote.

Agenda Item #5. Financial Services Consent Agenda – Budget Amendments (Presenter: Mrs. Doeble/ Board Liaison: Mrs. Helphenstine) (Page 77)

The District Board of Trustees approved the Financial Services Consent Agenda – Budget Amendments as presented by a unanimous "aye" vote.

Information Only:

Agenda Item #6. Edison State College Monthly Financial Report (Presenter: Ms. Doeble/Board Liaison: Mrs. Helphenstine) (Page 79)

Ms. Doeble presented the Edison State College Monthly Financial Report for information only.

President's Comments

Board Members' Comments:

MOTION by Julia Perry, seconded by Chris Vernon, to ask for Dr. Walker's letter of resignation immediately.

SUBSTITUTE MOTION by Chris Vernon, seconded by Julia Perry, to discuss Dr. Walker's continued employment as a voting item at the November Board meeting. The Chair declared a division of the house and ordered a rise vote of Board members to confirm affirmative and negative votes. Those in favor were Christopher Vernon, Julia Perry, Ann Berlam, and JoAnn Helphenstine. Those opposed were Randall Parrish, Washington Baquero, Mary Lee Mann, and Mahlan Houghton. The Chair ruled that the substitute motion failed, and declared the original motion dead.

Adjournment – The meeting was adjourned at 8:11 p.m.

Kenneth P. Walker, Secretary
District Board of Trustees

Mary Lee Mann, Chair
District Board of Trustees

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ALLEN, NORTON & BLUE

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REPLY TO: TALLAHASSEE

October 25, 2011

RECEIVED

Chairwoman Mary Lee Mann
Edison State College
Board of Trustees
8099 College Parkway
Fort Myers, Florida 33919

OCT 28 2011**EDISON STATE COLLEGE
PRESIDENT**

Re: Termination of Vice President George S. Atkins

Dear Chairwoman and Board Members:

Please accept this letter regarding the termination of George S. Atkins from his position of Vice President at Edison State College. In summary, and as detailed below, the Board is respectfully requested to adopt the President's recommendation based on the circumstances in this case.

FACTUAL BACKGROUND

Dr. Atkins is currently on an annual contract that may be terminated for "just cause." The President's recommendation is based upon Dr. Atkins' pattern of insubordinate behavior and failure to timely complete important assigned projects, particularly during the College's re-accreditation process. Dr. Atkins intentionally undermined the President's authority and his actions threatened the interests of the college. Based on the totality of his actions there is "just cause" to terminate Dr. Atkins' employment contract.

As you are aware, accreditation is required by the Southern Association of Colleges and Schools (SACS) every ten years and is an essential part of an educational institution's mission and viability to offer degrees. Accreditation signifies to the public that the institution is a legitimate center for learning and instruction. It protects the public from fraudulent practices, such as "diploma mills," and allows for the transferability of credits between other accredited institutions. Perhaps most important, it is a recognition that the College is focused and effective in its mission to support and enhance student learning and development.

Reaffirmation is a multi-step process that essentially involves two major reviews of the institution; including, 1) an off-site review which analyzes certain required documents submitted to the accreditation committee by the institution, and 2) an on-site review which brings

committee members to the physical campus to conduct an in-person review of the institution and follow-up on any suggestions made by the off-site committee.¹

President Walker made the SACS reaffirmation process a top priority. As part of this process Dr. Atkins was assigned the responsibility to complete the Focused Report, which is a document drafted in response to the off-site review and aids the on-site review committee by addressing the College's compliance with the necessary requirements and standards. The Focused Report should ideally be made available to the SACS on-site committee six weeks, but at least four weeks, before the on-site review. SACS suggested a deadline for the report of September 27, 2011.

However, due to the extreme importance of the reaffirmation process, Dr. Walker established internal deadlines to prepare the submission of the Focused Report. SACS policy requires that "in order to comply with these requirements for integrity and accuracy in reporting its relationships with the Commission, the president of the institution is obligated to review and ensure the accuracy and integrity of materials submitted by the institution." (emphasis added). Pursuant to that policy, President Walker set his deadline for review of the report for September 14, 2011. The President requested completion of the draft report by that date, so that it could be disseminated for review by the cabinet members on September 15, 2011. The President intended to use the interim time to review and analyze the report before submitting it on September 20, 2011.² The report was scheduled for submission to SACS on September 20, 2011. In an email dated August 24, 2011, President Walker communicated the deadlines to Dr. Atkins. Dr. Atkins confirmed receipt of President Walker's request on August 25, 2011 saying there would be "no problem meeting [the] deadline" and "we need to knock this [the report] out ASAP."

In spite of the importance of the reaffirmation process, the President's responsibility to report to SACS, and Dr. Atkins' express agreement to provide the President with information, Atkins intentionally disobeyed President Walker's orders. As the person responsible for drafting the Focused Report and reporting any issues directly to the President, Dr. Atkins decided to bypass President Walker and communicate on behalf of the College directly to SACS. This insubordination, along with the other enumerated actions below, jeopardized the College's re-accreditation and fractured the working relationship between Dr. Atkins and President Walker beyond repair.

1. On July 11, 2011, Dr. Atkins sent an unsolicited and surreptitious e-mail to Dr. Barry Goldstein of SACS regarding course substitution issues, without President Walker's knowledge. In response to the e-mail, which contained allegations of questionable

¹ The College had previously undergone off-site review and was at the time preparing itself for the on-site review process.

² This was a full week before the SACS deadline, but due to the importance of the report and the reaffirmation process, President Walker wanted to submit it early to avoid any chance of untimeliness.

validity, Dr. Goldstein forwarded a copy of the email to President Walker titled "unsolicited information." Even though the SACS off-site committee had not identified these areas as non-compliant, Dr. Goldstein requested that the Focused Report now address the allegations made by Dr. Atkins.

2. Dr. Atkins failed to inform President Walker that he received an email on August 12, 2009 regarding compliance issues with course substitutions. On May 17, 2010, Dr. Atkins requested a meeting to discuss the course substitution issues. However in his July 11th letter to Dr. Goldstein, Dr. Atkins inexplicably states that he "became aware of the problem in December of 2010 and implemented measures to stop the practice."
3. On or about September 14, 2011, Dr. Atkins called Dr. Goldstein and again provided unsolicited information regarding accreditation of the nursing program, again without informing or consulting President Walker. In response, Dr. Goldstein sent a second letter to President Walker this time expressing "concern about Edison State College's ongoing compliance with the Principles of Accreditation."
4. Dr. Atkins failed to comply with the clear and expressed deadlines for the Focused Report, despite acknowledging the deadlines and recognizing the importance of submitting the report on time. As a result, President Walker did not have adequate time to read and study the report before its submission. Dr. Atkins apparent disregard for deadlines seriously impaired President Walker's obligation, pursuant to SACS policy, to "review and ensure the accuracy and integrity of materials submitted by the institution."
5. On October 5, 2011, Dr. Atkins had his assistant inform personnel in Dean Zimmerman's Baccalaureate Program that they would be reassigned and relocated. Although he engaged in preliminary discussion with President Walker, Dr. Atkins failed to submit a recommended organization plan for the President's written approval.
6. Dr. Atkins discussed his dissatisfaction over President Walker's decision to change the reporting structure for the Student Services and Registrar officers behind his back, without ever confronting President Walker on the issue.
7. Despite President Walker's numerous requests to meet with Dr. Atkins to establish a better working relationship and proper professionalism, Dr. Atkins has refused to meet with President Walker nor has he initiated any contact with President Walker in response to his concerns.
8. As evidenced by the above actions, Dr. Atkins clearly violated his obligation to "keep the District President fully informed of all significant developments" as stated in the Administrative Leadership Agreement he signed on April 28, 2011.

Dr. Atkins repeated efforts to undermine President Walker's authority and take action without the President's knowledge evidence a certain attitude toward the President that can easily be seen as open hostility. At the very least, Dr. Atkins' behavior demonstrates a desire not to work with his superiors which has negatively impacted and will continue to hinder the College and its mission moving forward. Dr. Atkins' actions ultimately led President Walker to suspend him effective October 11, 2011 and recommend that his employment with the College be terminated. Based on the above factual background and the applicable legal precedent, I concur with President Walker's recommendation that Dr. Atkins be terminated.

LEGAL ANALYSIS

In his capacity Vice President of Academic Affairs, Dr. Atkins is under an annual contract with the College. As an employee under contract, Dr. Atkins can be fired for cause. "For cause" includes insubordination, which generally refers to any act of disobedience to proper authority. Black's Law Dictionary (9th Ed. 2009). "Inherent in a finding of insubordination, however, is a finding that the orders given were within the authority of the person giving them." *Broward County School Bd. V. Kuschch*, 2010 WL 3915001 (Fla. Div. Admin. Hrgs.); *McAllister v. Florida Career Service Commission*, 383 So. 2d 940, 941 (Fla. 1st DCA 1980), citing *Muldrow v. Bd. Of Public Instruction of Duval County*, 189 So. 2d 414, 415 (Fla. 1st DCA 1966).

The Florida Department of Administrative Hearings has not hesitated to uphold terminations based on insubordination. *Taylor County School Board v. Geraldine Roberson*, 2011 WL 674568 (Fla. Div. Admin. Hrgs.) (finding gross insubordination for failing to provide lesson plans and to comply with other mandates of employer); *Mills v. Banfield*, 1988 WL 617619 (Fla. Div. Admin. Hrgs.) (finding gross insubordination for the continuous failure to conduct herself in a civilized manner); *Miami-Dade County School Board v. Williams*, 2006 WL 1121795 (Fla. Div. Admin. Hrgs.) (finding gross insubordination for Respondent's repeated failure to meet reasonable deadlines for complying with directives from her supervisors). Likewise, the Florida Public Employees Relations Commission has determined the State of Florida, as an employer, has "just cause" to terminate an employee for insubordination. See e.g. *Carter v. Dept. of Corrections*, 25 FCSR 263 (PERC 2010) (finding that State agency demonstrates insubordination where the instruction given is lawful and within the authority of the person giving it and the employee deliberately failed to comply with the instruction).

Similar to the above cases, Dr. Atkins has demonstrated a repeated unwillingness to comply with the directives of President Walker. Despite signing an Administrative Leadership Agreement which mandated that he keep President Walker fully informed of all significant developments, Dr. Atkins specifically undermined President Walker's authority by reporting perceived compliance issues to SACS without once communicating his concern to President Walker. As a result of his decision to go behind President Walker, SACS questioned the College's accreditation compliance and asked the College to amend the Focused Report to address Dr. Atkins claims, which are of questionable validity.

Furthermore, Dr. Atkins ignored the clear and unambiguous deadlines President Walker established for the Focused Report. This occurred in spite of the fact that Dr. Atkins acknowledged and expressed he had "no problem at all" in complying with the deadlines. As a result of his failure to timely submit the report to the President, Dr. Walker was forced to submit the report without the opportunity for appropriate review.

To exacerbate this situation, Dr. Atkins failed or refused to notify the Office of the President that he would not complete the Focused Report as required nor did he offer any explanation for not completing this project. On the day the Focused Report deadline was missed, Dr. Atkins did not even attend work and made no subsequent attempt to inform the Administration of any rationale for his non-compliance. Such conduct and lack of accountability endangers the value of the education provided to the students, the work of the faculty and staff and ultimately the integrity of the Board.

Dr. Atkins' conduct jeopardizing the College's reaffirmation of accreditation is enough to constitute just cause for termination. However, in the aggregate with the above enumerated acts of insubordination, the Board is fully justified in terminating Dr. Atkins' employment with the College.

Sincerely,


Michael Mattimore

DRAFT

Minutes

Edison State College
District Board of Trustees Special Meeting
Lee Campus – Building AA, Room 177
November 4, 2011
10:00 a.m.

AGENDA ITEM: 1

The District Board of Trustees of Edison State College met in special session in Lee County, Florida, on November 4, 2011 at 10:00 a.m. with the meeting called to order by Ann Berlam, Chair.

Present: Washington Baquero
Ann Berlam, Chair
Brian Chapman, Jr.
Dr. Randall Parrish, Jr.
Julia Perry
Pamella Seay
Marjorie Starnes-Bilotti
Christopher Vernon
Sankey E. "Eddie" Webb, III
Kenneth P. Walker, District President
Frances Brennan, Recorder
June Hollingshead, Recorder

Pledge to Flag

Introduction of New District Board of Trustees Members

At the request of the Chair, the four new District Board of Trustees members appointed by Governor Rick Scott on November 2, 2011 introduced themselves. For Charlotte County, Pamella A. Seay replaces Dr. David Klein and Sankey E. "Eddie" Webb, III, replaces JoAnn Helphenstine. For Lee County, Brian G. Chapman, Jr., replaces Mahlan Houghton, Jr. and Marjorie Starnes-Bilotti replaces Mary Lee Mann.

Introduction of Guests and Public Comment:

CHARLOTTE CAMPUS – None
COLLIER CAMPUS – None
HENDRY/GLADES CAMPUS – None
LEE CAMPUS

- | | |
|---------------------|--------------------|
| 1. Steve Chase | 6. Alan Redfield |
| 2. Cheryl Turton | 7. Marty Ambrose |
| 3. William Coughlan | 8. Cathleen Doheny |
| 4. Joyce Rollins | 9. Gerard Kane |
| 5. David Oliver | |

Information Report:

Gina Doeble reported on a Request for Information for Management Review, which the Board decided to continue at a ~~workshop in the near future~~ the November 22, 2011 Board meeting.

Vote to Take Action On:

Agenda Item #1. Approval of the College's Response to the Office of the Auditor General's Operational Audit Preliminary and Tentative Findings (Presenter: Mrs. Doeble) (Page 1)

MOTION by Chris Vernon, seconded by Marjorie Starnes-Bilotti, to revise the "Response" to "Finding No. 1" by replacing "should" with "will" in the first sentence, and by replacing "should reimburse" with "has reimbursed" in the second sentence, to read: "The Board will promptly determine the reasonableness of the President's current compensation using a reasonable and relevant methodology, and enter into the College's records the basis for such determination. Also, the College has reimbursed the Financing Corporation for the retention bonus paid to the President." Approved unanimously.

Consent Agenda:

Agenda Item #2. Approval of Personnel Actions (Presenter: Mrs. Fairfax /Board Liaison: Mrs. Berlam) (Page 24)

MOTION by Sankie E. "Eddie" Webb, III, seconded by Julia Perry, to approve the resignation of Dennette Foy and the retirement of William Roshon, as presented. Approved unanimously.

President's Comments

- Statement – (*See Attachment #1 behind minutes*)
- Timeline for the District President's Retirement and the Presidential Search Process – (*See Attachment #2 behind the minutes*)

Adjournment – The meeting adjourned at 11:50 a.m.

Kenneth P. Walker, Secretary
District Board of Trustees

Ann Berlam, Chair
District Board of Trustees

**STATEMENT READ BY DR. KENNETH P. WALKER, DISTRICT PRESIDENT
BOARD OF TRUSTEES MEETING FRIDAY, NOVEMBER 4, 2011**

During the last board meeting, there was a sentiment expressed by some members that you would like to have a discussion regarding accelerating my succession plan. I have given a lot of thought to the events of the past several months and the effect that they are having on the College and my family.

I have served this College faithfully and passionately with total dedication for twenty years. The record of achievements speaks for itself, and I have deep feelings of gratitude for all my colleagues who have worked so diligently to expand opportunities for a college education to thousands of students. As members of the Board, Administration, Faculty and Staff have changed over the years, one thing has remained constant: WE ALWAYS DO WHAT IS BEST FOR OUR STUDENTS.

Because of my love for this College and our students, I am willing to propose, at the next Board Meeting, changes to my succession plan that will include an earlier date for my retirement. I believe that it is vitally important that there be a clean and orderly transition to the next presidency which will ensure the continuing integrity of the College and avoid any acrimony or disruption.

I recognize our mutual responsibility and obligation to each other and, in that light, I am committed to fully exploring a mutually beneficial conclusion to my presidency, which will enable this outstanding College to move forward with its vision and mission.

Timeline for the District President's Retirement and the Presidential Search Process

- I. Dr. Kenneth Walker outlined his succession plan for a reasonable transition to ensure stability and continuity of the College, which was approved unanimously April 26, 2011:
 - Reduction in pay in the amount of \$178,952.12, effective July 1, 2011
 - Retain current contract end date of June 30, 2014. Serve two years as District President July 1, 2011 through June 30, 2013
 - On or before June 30, 2012 submit plan for retirement
 - A national search will be conducted in 2013 for District President's successor
 - 2013-2014 will be taken as a twelve- month sabbatical leave at full salary and benefits as approved in the contract
 - Upon completion of twelve-month sabbatical leave, option of assuming a full-time or part-time faculty position with compensation determined by policy

- II. A process can be developed which would include the following:
 - Who do we want to conduct the search?
 - Contract with a consulting firm
 - Contract with a recognized individual
 - Contract with ACCT (Association of Community College Trustees)
 - Board of Trustees conducts the search

- III. Obtain cost estimates for various options

- IV. Do you want to appoint a districtwide citizen's screening committee to do preliminary screening and send the list of recommended candidates for consideration by the District Board of Trustees?

- V. Establish a committee to develop the professional and personal qualifications for the District President.
 - a. Who will serve on the committee, ie, Board member, Human Resources staff, student, faculty, etc.?
 - b. A suggested time to begin is _____.

- VI. Schedule a workshop to discuss transition planning

Meeting of the
EDISON STATE COLLEGE DISTRICT BOARD OF TRUSTEES
November 29, 2011

AGENDA ITEM: 2

Election of District Board of Trustees Vice Chairman

RECOMMENDATION:

The Administration recommends that the District Board of Trustees elect a Vice Chairman to serve for the remainder of 2011-2012 fiscal year.

STAFF ANALYSIS:

The District Board of Trustees previously elected a Chair and a Vice Chair for the current fiscal year. The term of Chair, Mary Lee Mann, ended on November 2, 2011. In the absence of the Chair, Ann Berlam, Vice Chair, assumed the duties of Chair for the remainder of the Chair's current term leaving a vacancy to be filled in the position of Vice Chair. This procedure and order of succession is well summarized in Robert's Rules of Order, Newly Revised 11th Edition, Section 56, Page 575, as follows: "[i]f the bylaws are silent as to the method of filling a vacancy in the specific case of the presidency, the vice president or first vice-president automatically becomes president for the remainder of the term, and the vacancy to be filled arises in the vice-presidency or lowest ranking vice-presidency; if another method of filling a vacancy in the presidency is desired, it must be prescribed and specified as applying to the office of president in particular."

DIRECT FISCAL IMPACT N/A

Funding Source: _____ Amount: \$ _____

FUNDING VERIFIED AND APPROVED BY:  _____
Vice President, Financial Services

APPROVED FOR AGENDA BY:  _____
District President

Meeting of the
EDISON STATE COLLEGE DISTRICT BOARD OF TRUSTEES
November 29, 2011

AGENDA ITEM: 3

Approval to Extend a Utility Easement to Florida Power and Light Company on the Hendry-Glades Campus

RECOMMENDATION:

The Administration recommends District Board of Trustees approval to grant a utility easement to Florida Power and Light Company for electric services required for a new sports complex on Forrey Drive and State Road 80.

STAFF ANALYSIS:

Florida Power and Light Company has requested an extension of a utility easement on the Hendry-Glades Campus to service a new sports complex being developed along Forrey Drive and State Road 80 in Hendry County. A copy of the easement description and drawing is attached.

DIRECT FISCAL IMPACT: N/A

Funding Source: _____ Amount: \$ _____

Attachments

REQUESTED BY:



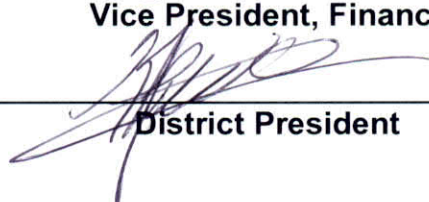
Vice President, Facilities and Information Technology

FUNDING VERIFIED AND APPROVED BY:



Vice President, Financial Services

APPROVED FOR AGENDA BY:



District President

DESCRIPTION OF
FP&L EASEMENT AT EDISON STATE COLLEGE



NOTE: THIS IS NOT A SURVEY!

DESCRIPTION:

A 10 foot wide utility easement in Section 10, Township 43 South, Range 29 East, Hendry County, Florida that is within Parcel I.D. Number 4-29-43-10-A00-0001.0100. Said 10 foot wide easement is 5.00 feet left and 5.00 feet right of the following described centerline.

The centerline **POINT OF BEGINNING** being an existing FP&L transformer having a coordinate value for the Northing of 877,691.36 feet and an Easting of 519,278.15 feet, that is depicted on Exhibit A, as recorded in Official Record Book 723, pages 1125 and 1126, of the Public Records of Hendry County, Florida. From said **POINT OF BEGINNING** run thence N68°46'28"E a distance of 20.00 feet;
Thence N45°56'28"E a distance of 8.95 feet;
Thence N00°56'28"E a distance of 477.22 feet more or less to intersect the north boundary of the Edison State College parcel as described in Official Record Book 804, page 973 of the Public Records of Hendry County, Florida for the **POINT OF TERMINUS**.

The sidelines of said 10 foot wide easement are lengthened and shortened accordingly so as to connect to north boundary of said Edison State College parcel and so as to form a continuous 10 foot wide strip of land for its entire length.

All coordinate values are Florida State Plane Coordinate System, East Zone, North American Datum of 1983 with 2009 adjustment. The reference base station having a Northing of 877,684.03', an Easting of 508,196.99', is located at the LaBelle, Florida Department of Transportation field office.

NOTES:

- [1] No title policy or commitment affecting title or boundary to the subject property has been provided. It is possible there are deeds and easements recorded or unrecorded which could affect the survey and boundaries.
- [2] No search of the public records has been made by this office.
- [3] This description is new.
- [4] The bearings and distances shown hereon are Florida State Plane Coordinate System Grid.
- [5] Easements, reservations, rights-of-way, and restrictions of record, if any, are not shown by this survey.
- [6] No utilities and improvements are not shown by this sketch.
- [7] Shrubs, trees and other vegetation are not shown by this survey.
- [8] This document consists of 2 sheets and is not valid without both sheets.

**SKETCH OF DESCRIPTION
FP&L EASEMENT AT EDISON STATE COLLEGE**



**SURVEY 1, LLC
CLEWISTON, FLORIDA**

NOTE: THIS IS NOT A SURVEY!

Set 1/2" iron rod with blue plastic cap stamped: SURVEY1 LB7650 (Typical)



CITY OF LABELLE

EDISON STATE COLLEGE

Parcel I.D. Number
2-29-43-10-A00-0001.0000

Parcel I.D. Number
4-29-43-10-A00-0001.0100

POINT OF TERMINUS

N 878,181.98'
E 519,311.06'

POINT OF BEGINNING

Center of existing FP&L transformer as shown in ORB 723, page 1126. Assumed to be Point of Beginning for existing 10' FP&L easement.

N 877,691.36'
E 519,278.15'

Florida Department of Transportation
GPS base station
N 877,694.03'
E 508,196.99'



Sketch & Description for and certified to:
Rock Enterprises, Inc.
154 North Bridge Street
LaBelle, FL 33935

Prepared by: Orvell Howard, LS2867
SURVEY1, LLC - LB7650
902 Banyan Street
Clewiston, FL 33440
Phone: (863) 832-2282
Email: ohoward@SURVEY1LLC.COM

Howard

Date of Sketch: 10-7-11

Unless it bears the signature and the original raised seal of a Florida licensed surveyor and mapper this drawing, sketch, plat or map is for informational purposes only and is not valid. Copyright © 2011 by SURVEY1, LLC.

SHEET 2 OF 2

Work Request No. 4350849

Sec. 04, Twp 43 S, Rge 29 E

Parcel
I.D. 04294310A000001.0100
(Maintained by County Appraiser)

Form 3722 (Stocked) Rev. 7/94

EASEMENT

This Instrument Prepared By

Name: ERIC WALTHER
Co. Name: FLORIDA POWER & LIGHT
Address: 2425 THOMPSON ST
FT. MYERS, FL 33901

pg 1 of 3.

The undersigned, in consideration of the payment of \$1.00 and other good and valuable consideration, the adequacy and receipt of which is hereby acknowledged, grant and give to Florida Power & Light Company, its licensees, agents, successors, and assigns, an easement forever for the construction, operation and maintenance of overhead and underground electric utility facilities (including wires, poles, guys, cables, conduits and appurtenant equipment) to be installed from time to time; with the right to reconstruct, improve, add to, enlarge, change the voltage, as well as, the size of and remove such facilities or any of them within an easement 10 feet in width described as follows:

Reserved for Circuit Court

SEE EXHIBIT "A"

Together with the right to permit any other person, firm or corporation to attach wires to any facilities hereunder and lay cable and conduit within the easement and to operate the same for communications purposes; the right of ingress and egress to said premises at all times; the right to clear the land and keep it cleared of all trees, undergrowth and other obstructions within the easement area; to trim and cut and keep trimmed and cut all dead, weak, leaning or dangerous trees or limbs outside of the easement area which might interfere with or fall upon the lines or systems of communications or power transmission or distribution; and further grants, to the fullest extent the undersigned has the power to grant, if at all, the rights hereinabove granted on the land heretofore described, over, along, under and across the roads, streets or highways adjoining or through said property.

IN WITNESS WHEREOF, the undersigned has signed and sealed this instrument on _____, 20__.

Signed, sealed and delivered in the presence of:

(Witness' Signature)

Print Name: _____
(Witness)

(Witness' Signature)

Print Name: _____
(Witness)

(Corporate's name)

By: _____
(President's signature)

Print Name: _____

Print Address: _____

Attest: _____
(Secretary's signature)

Print Name: _____

Print Address: _____

(Corporate Seal)

STATE OF _____ AND COUNTY OF _____. The foregoing instrument was acknowledged before me this ____ day of _____, 20__, by _____, and _____ respectively the _____ President and _____ Secretary of _____, a _____ corporation, on behalf of said corporation, who are personally known to me or have produced _____ as identification, and who did (did not) take an oath. (Type of Identification)

My Commission Expires:

Notary Public, Signature

Print Name _____

Meeting of the
EDISON STATE COLLEGE DISTRICT BOARD OF TRUSTEES
November 29, 2011

AGENDA ITEM: 4

Approval to Award the Status of "Pre-Qualified" General Contractors for the Period January 1, 2012 through December 31, 2012

RECOMMENDATION:

The Administration recommends District Board of Trustees approval of the list of pre-qualified contractors and authorizes the Administration to provide certification of that status for the period of time designated.

STAFF ANALYSIS:

In accordance with State Regulations for Educational Facilities Section #4.1(1) (b) the Board conducted a public hearing to discuss the intent to pre-qualify contractors. RFQ 11-04 was advertised and 38 applicants responded.

Candidates were determined to be "qualified" based on the following criteria:

1. Signed Cover Page that includes Firm Name, Address, Email, Phone/Fax #'s
2. Executed Public Entity Crime Statement
3. Executed Drug Free Workplace Form
4. Executed Conflict of Interest Disclosure Form
5. Executed W-9 IRS Form
6. Provide proof of valid State of Florida Contractor's License
7. Audited Financial Statements current within the past 12 months or written evidence from Surety Company evidencing a minimum of \$1 Million Dollars in bonding capacity
8. General Background Information to include years in business, type of firm (corporation, partnership, etc), educational and professional qualifications
9. Demonstrate successful completion of at least 2 construction projects of \$1 Million or more as Prime Contractor in the State of Florida to include at least 2 letters of reference
10. Evidence of being able to supply insurance coverage as required by law to include workers compensation, public liability and property damage
11. Provide listing of pending and past litigation within past 5 years to include explanation.

The Administration reviewed the qualification materials for all candidates and the attached listing of qualified contractors is recommended for approval. The contract period for certification of the contractors will be January 1, 2012 through December 31, 2012.

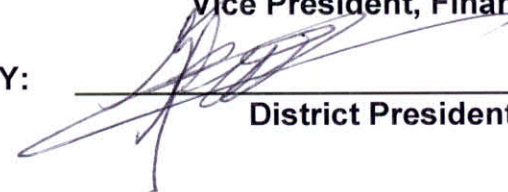
DIRECT FISCAL IMPACT: N/A

Funding Source: _____ Amount: \$ _____

Attachments

REQUESTED BY: 
Vice President, Facilities and Information Technology

FUNDING VERIFIED AND APPROVED BY: 
Vice President, Financial Services

APPROVED FOR AGENDA BY: 
District President

RFQ #11-04 Construction Services District Wide: Annual/2012 Prequalification for
Projects of all Dollar Levels
Construction Service Contractors Recommended
for Calendar Year 2012 Prequalification Status

	<u>CONSTRUCTION SERVICES CONTRACTOR</u>
1	AIM Construction Contracting
2	Ajax Building Corporation
3	Allstate Construction, Inc.
4	Balfour Beatty Construction
5	Biltmore Construction Co., Inc.
6	Brasfield & Gorrie, LLC
7	Brooks & Freund, LLC
8	Chris-Tel Construction
9	Clark Florida Builders LLC
10	Construction Technology Group, Inc.
11	CORE Construction Services of Florida, LLC
12	DeAngelis Diamond Construction, Inc.
13	Fowler Construction & Development, Inc.
14	GATES Butz Institutional Construction, LLC
15	Gulfpoint Construction Company, Inc.
16	James A. Cummings, Inc. A Tutor Perini Company
17	J. Kokolakis Contracting, Inc.
18	J. L. Wallace, Inc.
19	Lodge Construction, Inc.
20	Maddox Construction Company
21	Made in Rio, Inc.
22	Magnum Builders of Sarasota, Inc.
23	Manhattan Kraft Construction, Inc.
24	Gilbane Building Company
25	MLB Construction Services, LLC
26	OAK/Florida, Inc. DBA Owen-Ames-Kimball Company
27	R. D. Michaels, Inc.
28	Skanska USA Building Inc.
29	Suffolk Construction Company
30	Target Builders Construction Management, Inc.
31	Tucker Construction and Engineering, Inc.
32	Walbridge Aldinger Company
33	WELBRO Building Corporation
34	West Construction, Inc.
35	Whiting-Turner Contracting Company
36	Williams Company Tampa
37	Willis A. Smith Construction, Inc.
38	Wright Construction Group, Inc.

Meeting of the
EDISON STATE COLLEGE DISTRICT BOARD OF TRUSTEES
November 29, 2011

AGENDA ITEM: 5

Approval to Remove College Property from Inventory

RECOMMENDATION:

The Administration recommends District Board of Trustees approval for the removal of College property from the College's inventory system.

STAFF ANALYSIS:

Florida Statute 274.05 and College Board Policy 6Hx6:4.08 require Board approval prior to removing College property from the inventory system. The attached list of tangible property includes the following:

Capitalized items (cost \$5,000 and over): three (3) items totaling \$27,766.

Non-capitalized items (cost \$1,000-\$4,999): fifty four (54) items totaling \$86,303.

The vast majority of these items are computer hardware, printers and personal computers.

It is recommended that the Board approve the removal of College property from the inventory system and that the assets be reduced as appropriate.

DIRECT FISCAL IMPACT:

Funding Source: _____ Amount: \$ 0

Attachment

REQUESTED BY: 
Vice President, Financial Services

FUNDING VERIFIED AND APPROVED BY: 
Vice President, Financial Services

APPROVED FOR AGENDA BY: 
District President

EDISON STATE COLLEGE
 INVENTORY REMOVAL LISTING
 November 22, 2011- DISTRICT BOARD OF TRUSTEES WRITE-OFF

Non-Capitalized Items (Cost \$1,000 to \$4,999)

Property Number	Reason	Description	Acq. Date	Cost
1669	Missing/Stolen	JVC/VCR w/modular	4/8/1988	1,098.00
2792	Missing/Stolen	Databox Filling Equipment-2parts	9/14/1990	3,469.80
2914	Missing/Stolen	Hedman Validator Machine	4/19/1991	1,980.00
2975	Missing/Stolen	Pan Video Camera w/CLR	10/18/1991	1,685.16
3158	Missing/Stolen	Index Table DBL-Faced	3/13/1992	1,372.35
3159	Missing/Stolen	Index Table WHT Wash Oak	3/13/1992	1,372.35
3160	Missing/Stolen	Atlas Case	3/13/1992	1,039.57
3163	Missing/Stolen	Desk-White Wash Oak	3/13/1992	1,372.35
3320	Missing/Stolen	Canon Copier	9/30/1992	1,050.00
3400	Missing/Stolen	Harmon/Kardon Stereos	1/22/1993	1,349.82
5747	Missing/Stolen	Compaq Presario Laptop	8/26/1998	2,399.98
5879	Missing/Stolen	Dell P6-350MH	2/12/1999	1,329.00
5964	Missing/Stolen	HP LaserJet 4000N	3/24/1999	1,258.66
5984	Missing/Stolen	Drumset-Blk-Pear Export Series	3/24/1999	1,399.65
7270	Missing/Stolen	Fox/Renard OBOE Artist	2/15/2001	2,475.00
7289	Missing/Stolen	HP Digital Sender 8100	5/30/2001	1,049.00
7962	Obsolete	Dell Optiplex GX240	5/1/2002	1,113.00
8202	Obsolete	Dell OptiPlex GX260	10/3/2002	1,186.00
8427	Obsolete	Dell Optiplex GX240	5/23/2002	1,442.95
8536	Obsolete	Dell OptiPlex GX260	4/7/2003	1,068.00
8676	Obsolete	Dell Precision 350GHz	6/2/2003	2,302.00
8754	Obsolete	Dell Optiplex GX260T	6/17/2003	1,347.00
8756	Obsolete	Dell Optiplex GX260T	6/17/2003	1,347.00
8757	Obsolete	Dell Optiplex GX260T	6/17/2003	1,347.00
8759	Obsolete	Dell Optiplex GX260T	6/17/2003	1,347.00
8760	Obsolete	Dell Optiplex GX260T	6/17/2003	1,347.00
8763	Obsolete	Dell Optiplex GX260T	6/17/2003	1,347.00
8766	Obsolete	Dell Optiplex GX260T	6/17/2003	1,347.00
8767	Obsolete	Dell Optiplex GX260T	6/17/2003	1,347.00
8768	Obsolete	Dell Optiplex GX260T	6/17/2003	1,347.00
8769	Obsolete	Dell Optiplex GX260T	6/17/2003	1,347.00
8807	Obsolete	Dell Optiplex GX260T	6/17/2003	1,347.01
8809	Obsolete	Dell Optiplex GX260T	6/17/2003	1,347.01
8811	Obsolete	Dell Optiplex GX260T	6/17/2003	1,347.01
8848	Obsolete	Dell OptiPlex GX260	6/26/2003	1,268.00

9029	Obsolete	Dell OptiPlex GX270D	7/23/2003	1,408.45
9085	Obsolete	HP LaserJet 4200N printer	8/12/2003	1,419.00
9123	Obsolete	LP800 Proxima/InFocus Projector	10/14/2003	3,739.00
9259	Obsolete	Dell Precision P4 320GHz	2/2/2004	2,627.67
9628	Obsolete	Dell OptiPlex GX270	6/16/2004	1,135.31
9726	Surplus	Microfiche Machine	6/16/2004	1,340.00
9813	Obsolete	Dell OptiPlex GX270	6/16/2004	1,135.31
9884	Obsolete	Dell OptiPlex GX270	6/16/2004	1,135.31
9893	Obsolete	Dell OptiPlex GX270	6/16/2004	1,135.31
9898	Obsolete	Dell OptiPlex GX270	6/16/2004	1,135.31
10218	Obsolete	SSID250 Smart Symposium	10/14/2004	1,999.00
10621	Obsolete	Dell OptiPlex GX280	2/14/2005	1,225.52
10803	Obsolete	Dell OptiPlex GX280	6/15/2005	1,023.75
10948	Obsolete	Dell OptiPlex GX280	6/30/2005	1,197.50
11429	Obsolete	Dell LCD Projector	5/17/2006	1,197.84
12021	Broken	HP LaserJet 4350dtn Printer	1/29/2008	1,957.00
13860	Trade-In	Compressor 110V	8/19/2010	3,300.00
13861	Trade-In	Compressor 110V	8/19/2010	3,300.00
13862	Trade-In	Compressor 110V	8/19/2010	3,300.00
Total Items 54				\$ 86,302.95
Capitalized Items (Cost >\$5,000)				
2818	Missing/Stolen	Hydrolab Surveyor II	7/1/1990	6,469.50
3175	Missing/Stolen	Portable Lectern-Stand	7/1/1991	5,898.00
10626	Surplus	Videodidact System	3/1/2005	15,398.26
Total Items 3				\$ 27,765.76
Grand Total				\$ 114,068.71

Meeting of the
EDISON STATE COLLEGE DISTRICT BOARD OF TRUSTEES
November 29, 2011

AGENDA ITEM: 6

Approval to Advertise Request for Information #11-06 to Florida State Contract Vendors

RECOMMENDATION:

The Administration recommends District Board of Trustees approval for the advertisement of Request for Information #11-06 to Approved Florida State Contract Vendors to Seek Information on Management Consultant Services for the District Board of Trustees Governance Over the Management and Administration of Edison State College.

STAFF ANALYSIS:

The State of Florida has a State Term Contract for Management Consulting Services which was competitively awarded through a Request for Proposal. The Request for Proposal was awarded based on the following criteria: Financial Viability of Vendor, Pricing applied to Job Titles (i.e. Principal, Senior Consultant), and their Technical Responses to their effectiveness and responsiveness as to how they provide services in the 5 sub areas under Management, Organizational and Business Improvement Services: (1) Consulting Services; (2) Facilitation Services; (3) Survey Services; (4) Training Services; and (5) Program Integration & Project Management Services. The Request for Information #11-06 would be provided to the vendors on State contract.

DIRECT FISCAL IMPACT:

Funding Source: _____ Amount: \$ 0

Attachment

REQUESTED BY: 
Vice President, Financial Services

FUNDING VERIFIED AND APPROVED BY: 
Vice President, Financial Services

APPROVED FOR AGENDA BY: 
District President



Request for Information #11-06

Management Consultant Services

District Board of Trustees, Edison State College, Florida

The District Board of Trustees, Edison State College, Florida ("Board") requests information from qualified Management Consultant Firms ("Vendor") who can provide professional management consulting services and who also have successfully completed similar consulting services for educational institutions. The Board seeks to manage the oversight of the management and administration of Edison State College, a public higher educational institution in the State of Florida.

Edison State College was established in 1962 and is the 13th largest community college in the State of Florida. Edison State College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award associate and baccalaureate degrees. Classes are offered at the three campuses and one regional center. The campuses are identified as the Lee Campus, Charlotte Campus and Collier Campus. The regional center is identified as the Hendry/Glades Center. In addition, classes are offered online via Edison Online. Edison State College is governed by its District Board of Trustees composed of nine representatives from Charlotte, Collier, Hendry, Glades and Lee Counties, Florida. The members are appointed to four-year terms by the Governor of Florida. Currently, about 456 professional and support staff members provide the full-time instructional and support services for the more than 24,000 credit and nearly 3,000 non-credit students who participate in Edison courses and programs each year. The official college website is <http://www.edison.edu>.

The Board seeks an external, objective analysis of the management and administration of Edison State College in order to provide the proper oversight in its governance. Services may include, but not be limited to:

- Assess strengths and weaknesses of the current organizational structure;
- Identify challenges facing the organization;
- Provide solutions to strengthen organizational health;
- Identify monitoring systems the Board should employ to ensure the proper oversight of the organizational structure to include communication techniques and types of information to be exchanged.

The College reserves the right to:

- 1) Consider developing, issuing and advertising a formal Request for Proposal and provide a copy to the Vendors responding to this RFI #11-06;
- 2) Consider negotiating and contracting with a Vendor(s) responding to this RFI #11-06; or
- 3) Consider not entering into any contractual arrangement with any Vendor responding to this RFI #11-06 or issue a formal Request for Proposal.



Vendors should submit the following information:

- A. A brief vitae of your firm and professional staff qualifications;
- B. A brief overview of your firm's past experience in providing management consultant services for educational entities similar to the Board's request;
- C. A brief overview of what services your firm could potentially offer as the management consultant for the Board;
- D. A brief statement as to how your firm may be uniquely qualified to serve as the management consultant to the Board;
- E. An estimate of time/cost to successfully furnish the required services;
- F. Include a point of contact for your company, including name, title, phone/fax number, email address and physical mailing address.

All questions related to RFI #11-06 should be directed via email to the following College representative:

Lisa Tudor, CPPB
Director, Procurement Services
ltudor@edison.edu
Phone (239) 489-9350

Submit one (1) Original and nine (9) Copies. Do NOT submit via email or facsimile. Submittals should be received no later than 2:00 P.M. Eastern Standard Time on Tuesday, December 6, 2011 at the following location:

Edison State College
ATTN: Lisa Tudor
White Hall, Building D, Room 205
8099 College Parkway
Fort Myers, Florida 33919

It is the Board's intent to review timely submitted RFI responses and potentially contact or meet with select firms to seek additional information or clarification. The Board potentially could select a management consultant firm prior to January 2012 but the Board is not committed to the desired timeline or to selecting a Vendor to enter into a contract with.

Meeting of the
EDISON STATE COLLEGE DISTRICT BOARD OF TRUSTEES
November 29, 2011

AGENDA ITEM: 7

Approval of Personnel Action

RECOMMENDATION:

It is recommended that the District Board of Trustees approve the termination for cause of Dr. Robert J. Beeson.

STAFF ANALYSIS:

The District President recommends the termination of Robert J. Beeson, Ph.D. as the Lee Campus Vice President of Instruction/District Dean of Instruction, Arts and Sciences. The basis for this recommendation is set forth in the letter attached hereto.

This action has been reviewed by General Counsel and discussed with the Board Liaison. It is recommended that this action be approved.

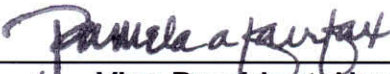
Attachment(s)

DIRECT FISCAL IMPACT:

Funding Source _____ Amount: \$ 0


Attachment

REQUESTED BY:



Vice President, Human Resources

REVEIWD BY:



General Counsel

FUNDING VERIFIED AND APPROVED BY:



Vice President, Financial Services

APPROVED FOR AGENDA BY:



District President

CORAL GABLES OFFICE
121 MAJORCA AVENUE
SUITE 300
CORAL GABLES, FL 33134-4508
305-445-7801
FACSIMILE 305-442-1578

ORLANDO OFFICE
1477 WEST FAIRBANKS AVENUE
SUITE 100
WINTER PARK, FL 32789-7113
407-471-2152
FACSIMILE 407-571-1496

LAW OFFICES
ALLEN, NORTON & BLUE
PROFESSIONAL ASSOCIATION
906 NORTH MONROE STREET
SUITE 100
TALLAHASSEE, FLORIDA 32303
850-561-3503
FACSIMILE 850-561-0332

JACKSONVILLE OFFICE
421 WEST CHURCH STREET
SUITE 430
JACKSONVILLE, FL 32202
904-562-4480
FACSIMILE 904-562-4499

TAMPA OFFICE
324 SOUTH HYDE PARK AVENUE
HYDE PARK PLAZA, SUITE 350
TAMPA, FL 33606-4127
813-251-1210
FACSIMILE 813-253-2006

REPLY TO: TALLAHASSEE

November 22, 2011

Chairwoman Ann Berlam
Edison State College
Board of Trustees
8099 College Parkway
Fort Myers, Florida 33919

Re: Opinion Letter Concerning Proposed Termination of Dr. Robert Beeson, Lee
Campus Vice President of Instruction and District Dean of Arts and Sciences

Dear Chairwoman and Board Members:

Please accept this opinion letter regarding the proposed termination of Dr. Robert Beeson from his position as Lee Campus Vice President of Instruction and District Dean of Arts and Sciences at Edison State College. In summary, and as detailed below, the Board is respectfully urged to adopt the President's amended recommendation to terminate Dr. Beeson based on the circumstances in this case.

FACTUAL BACKGROUND

Dr. Beeson is currently on an annual contract that may be terminated for "just cause." The President's recommendation to terminate Dr. Beeson is based on his pattern of malfeasance, dishonest conduct, and failure to perform his duties or responsibilities under his contract, particularly relating to the College's accreditation processes. Dr. Beeson's actions threaten the future interests of the College and have already directly adversely affected students under his domain. Based on the totality of his actions there is "just cause" to terminate Dr. Beeson's employment contract.

Dr. Beeson's conduct threatened the accreditation of Edison's nursing program under the National League for Nursing Accrediting Commission (NLNAC) and the entire College's accreditation under the Southern Association of Colleges and Schools (SACS). His failure to take timely and appropriate action when informed of the lack of NLNAC accreditation for the four year nursing degree meant that students who graduated from this new program did not receive the benefit of this national accreditation. This complete neglect of his duties is even more egregious given that he received communications from the nursing students about their concerns regarding accreditation.

338243_1

A. Dr. Beeson's Improprieties Regarding Core Substitutions Affected SACS Accreditation

Edison State College is accredited by the Southern Association of Colleges and Schools (SACS). Re-accreditation with SACS is required every ten years and is an essential part of an educational institution's mission and viability to offer degrees. SACS accreditation signifies to the public that the institution is a legitimate center for learning and instruction. It protects the public from fraudulent practices, such as "diploma mills," and allows for the transferability of credits between other accredited institutions. Perhaps most important, it is a recognition that the College is focused and effective in its mission to support and enhance student learning and development.

During the reaccreditation process, the College became aware of several improprieties related to course substitutions. Students had apparently been receiving course substitutions to satisfy degree requirements when the courses had no relationship to the required program level courses. The violations were so blatant and egregious that the College became open to sanctions from SACS, jeopardizing the College's efforts at reaccreditation.

In response, on December 3, 2010 the College initiated an investigation in which Dr. Beeson was one of only four College employees on the investigatory committee. As a product of its investigation, Dr. Beeson and the rest of the committee discovered that Associate Dean of Professional and Technical Studies, Dennette Foy, had provided over thirty students with improper course substitutions. Moreover, in granting these improper substitutions, Dean Foy failed to obtain the approval of her supervisor.

Following the committee's December investigation, Dean Foy's supervisor was demoted from his position as Dean of Professional and Technical Studies. The College subsequently appointed Dr. Beeson as the interim Dean, assuming the additional responsibilities for the Division of Professional and Technical Studies and supervision of Foy.

As the interim Dean, Dr. Beeson met with Foy on March 25, 2011 to conduct her annual review. At the review, the substitution and waiver problem that previously was discovered and investigated in December was discussed. Despite the severity of the violations and the egregious nature of her conduct, Dr. Beeson recommended that Foy's contract be renewed for an additional year. This malfeasance, along with the other enumerated actions below, jeopardized the College's re-accreditation.

1. In December 2010, Dr. Beeson personally participated in an investigation of allegations of improper course substitutions and waiver violations at Edison State College.
2. During the course of the investigation of improper course substitutions and waiver violations a number of Banner reports were prepared showing the identities of the

students who received the improper course substitutions and waivers, the courses that were substituted/waived, and the date that each substitution was entered into the Banner system. During the investigation a 162-page Banner report was sent directly to Dr. Beeson by the College Registrar at 3:09 pm on December 3, 2010.

3. As a result of the investigation on December 2, 2010 George S. Atkins, Vice President of Academic Affairs concluded in a letter to Dr. James Browder:

Course substitutions in A.S. programs in the areas of Accounting, Business and Management, and Drafting are a major concern. A review of substitutions in these areas depicts clear violations of SACS/COC and Florida Statutes, as well as Edison State College policies and procedures for awarding degrees. These violations are direct threats to the College's accreditation status and have the potential for disciplinary sanctions for violation of SACS Core Requirement 1.1 "The institution operates with integrity in all matters." Primarily, actions taken by Associate Dean Foy have the potential to result in the College receiving recommendations on SACS Core Standards related to integrity, faculty governance, program content, and other compliance requirements. In particular, Dean Foy has provided over 30 students substitutions that will enable students to graduate in Fall and Spring terms without completing, in some cases, several degree requirements as detailed in the College Catalog. The violations are blatant and egregious. In most of these situations, a student needing to complete five or more courses to complete degree requirements has received substitutions for courses that have no relationship to required program level courses. In a number of cases, students are allowed to complete courses in Theatre, Mythology, Photography, rather than required courses in Banking, Accounting and Management. In addition, Dean Foy did not obtain her supervisor's required approval for requesting the substitutions.

4. On December 3, 2010 Dr. Beeson personally participated in interviews of witnesses concerning the allegation of improper course substitutions and waiver violations. The individuals interviewed included:
 - a. Billie Silva, Registrar;
 - b. Ray Medhurst, Associate Registrar;
 - c. Kevin Coughlin, former Dean of Student Services;
 - d. William Roshon, District Dean of Instruction, Professional and Technical Studies; and
 - e. Dennette Foy, Associate Dean of Business and Technology.

5. On January 3, 2011, Dr. Beeson was appointed to the position of interim Dean of Instruction, Professional and Technical Studies. This appointment was in addition to Dr. Beeson's regular duties as the Lee Campus Vice President of Instruction and District Dean of Arts and Sciences.
6. On March 25, 2011 Dr. Beeson conducted an Annual Evaluation of Foy's performance. Notwithstanding the matters set forth above, he recommended that Foy's contract be renewed.
7. The March 25, 2011 performance evaluation, while making mention of the course substitution issue, was void of any substantial concern regarding the "blatant and egregious" nature of the course substitutions and fails to contain any reference to "clear violations of SACS/COC and Florida statutes, as well as Edison State College policies and procedures for awarding degrees" which had been described in the December 2, 2010 letter from former Vice President Atkins to James Browder.
8. In spite of his participation in the investigation of the improper course substitution and waiver violations, Dr. Beeson's performance evaluation of Foy stated that her job performance demonstrated an above average level of knowledge and understanding of all objectives, policies, plan, procedures, laws, rules and regulations related to areas of responsibility.
9. As a result of Dr. Beeson's recommendation, Foy's contract was renewed for an additional year. Dr. Beeson's recommendation reflects a failure to take the appropriate administrative action. Given the egregious nature of Foy's behavior, Dr. Beeson failed to exercise appropriate caution and as a result jeopardized the integrity of the academic process at Edison State College.
10. As evidenced by the above actions, Dr. Beeson clearly violated his obligations outlined in his Job Description to provide an "effective organization through the ... evaluation ... of faculty and staff," "[p]erform other related duties as assigned by the Vice President of Academic Affairs" and "maintain accreditation standards..."

Dr. Beeson's actions demonstrate a failure of oversight and an inability to hold accountable those who jeopardize the mission of the College. Part of his job description is to provide leadership and to evaluate faculty. Recognizing Dr. Beeson's shortcomings in the essential functions of his job, President Walker requested that Dr. Beeson resign. Following Dr. Beeson's refusal to resign, President Walker recommended that his employment with the College be terminated.

B. Dr. Beeson's Failure to Timely Seek Accreditation of the Nursing Program

Accreditation is not only relevant to the College as a whole but is imperative for specialized individual programs such as nursing. Credit hours from unaccredited programs may not be transferable to other institutions. Further, in a competitive marketplace a degree without the national accreditation places the student at a disadvantage. Dr. Beeson's failure to uphold the basic responsibilities of his position put not only the College's re-accreditation under SACS in jeopardy but potentially created severe problems in the four year nursing program with drastic consequences on the program's students.

In August 2009, Edison State College began offering a Bachelor of Science in Nursing (BSN) degree to students. The two year pre-licensure program (RN) was already established and nationally accredited by the National League of Nursing Accrediting Commission (NLNAC). The accreditation process by NLNAC typically takes two years. In the nursing field, if a nurse has graduated with a BSN he or she may choose to continue their education through a Master of Science in Nursing (MSN) Degree. Without a NLNAC accreditation, students' credit hours may not be transferrable and therefore that student would not be able to pursue an MSN, a graduate degree unavailable at Edison. The specific facts are:

1. On November 1, 2010 Dr. Beeson received a forwarded email from a concerned student in the nursing program. The student's email expressed "frustration" and "anger" regarding the program's accreditation status and asked for help clarifying the situation or direction as to someone whom she could speak with.

The email reads, in pertinent part, as follows:

I don't know whether you heard the BSN is not accredited by NLN. Our class just so frustrated and stressed about this program. It is a mess in this program especially we are the first graduate in this program. Our class has nowhere to express our frustration, anger and opinions. The dean of nursing program don't even come to us to explain what's going on until we gave them pressure. We are so upset about this program. You know me spending \$5000-7000 every semester for this BSN program. It ended up this program is not accredited to prepare us to go to master of nursing. No one come to talk to us about the accreditation either until we heard rumor spreading around. I am going to take my master of nursing in STATE. I couldn't do it because the university I am going to doesn't accept Edison because BSN is not accredited by NLN. I have to take extra classes for the RN-MSN bridge program which costs \$1450 each credit in order to get accreditation that way to work for my master degree. Can you tell me whom I could go to express my opinion? Maybe I should have money back for all those time I spent in Edison for BSN. I would like to talk to someone beyond the dean of nursing program. Can I talk to Dr Walker? Do you have his email address? This program is not organize, no notice until the last minute. Professors don't even know

what to do. Our stress level is extremely high because of all the sudden changes and bad news. Can you please help us?

2. Despite the student's obvious concerns over this situation, Dr. Beeson failed to investigate or take any appropriate productive action in responding to the student's email. Rather, his only response was to forward the email to Dr. Atkins along with a message simply stating "Heads up!"
3. Almost three months later, on January 25, 2011, Dr. Beeson received another email from a different student who was also concerned over the status of the bachelor of nursing program. Once again, the student expressed alarm over rumors that the program's lack of accreditation might jeopardize the student's ability to transfer credits or pursue a graduate degree.
4. The application for the BSN accreditation from NLNAC was not submitted until April 12, 2011.

After the accreditation issues were properly acknowledged, the students within the nursing program who were graduating and applying to MSN programs at other institutions encountered problems because other institutions would not recognize the College's BSN degree. Had Dr. Beeson properly reacted to the gravity of the situation, the accreditation process could have been addressed earlier and fewer students negatively impacted.

LEGAL ANALYSIS

In his capacity as the Lee Campus Vice President of Instruction and District Dean of Instruction, Arts and Sciences, Dr. Beeson is under an annual contract with the College. As an employee under contract, the College may terminate the employee for cause. Among the many things deemed to be "for cause," the contract most notably includes:

- (a) any willful and/or material failure by the employee to perform the employee's duties or responsibilities under the terms of this contract;
- (b) the commission of any fraud, immorality, misconduct in office, act of theft, financial dishonest, or any act which the College in its reasonable judgment determines has a material adverse effect on the College, the College's administration, the College's faculty relations, student relations, public relations or fundraising efforts

Good cause has been defined as a "failure of an employee to perform his duties in the scope of his employment in such manner as person of ordinary prudence in the same employment would have performed under the same or similar circumstances." *In re: Public Employees Association and State of Montana, Dept. Family Services*, 1992 WL 738879 (Arb.)

(Tilbury 1992) *quoting* Rothschild, Merrifield and Edwards' book *Collective Bargaining & Labor Arbitration* (2nd ed.) 542 (some misfeasance or nonfeasance in connection with the work... could be synonymous with the phrase "good cause" in the view of some authorities)(emphasis added).

Neglect of duty constitutes grounds for termination. *See e.g. McLaughlin v. Jefferson Parish Sch. Bd.* 560 So.2d 585 (La. App. 1990) (neglect of duties need not be intentional); *Harvey v. Jefferson County Sch. Dist.*, 710 P.2d 1103 (Colo. 1985) (failure to teach curriculum is neglect of duty); *School Board of Miami-Dade County v. Stephens*, 2011 WL 960 968 (Fla. Div. Admin. Hrgs. 2011) (non-performance of work duties constitutes just cause for dismissal); *In re: Public Employees Association and State of Montana, Dept. Family Services*, 1992 WL 738879 (Arb.) (Tilbury 1992). Furthermore, the broad concept of neglect of duty "encompasses even single acts of completely failing to perform a particular duty." Isidore Silver, *Public Employee Discharge and Discipline*, (3d ed., 2001) 273-74. Dr. Beeson's failure to perform his duties and responsibilities is a violation of his employment agreement with the College and constitutes "just cause" for his termination. Dr. Beeson's job description, as incorporated into his employment agreement with the College, lists the following essential functions of the job:¹

- Provides leadership for and direction to associate deans, directors, coordinators, faculty and staff in the development and delivery of instruction.
- Directs the division's instructional delivery system and provides guidance for the enhancement of student-centered learning.
- Develops academic goals and policies in support of the campus needs and the college's strategic plan.
- Initiates and maintains accreditation standards, the General Education Program and assessment strategies.

As the following three sections demonstrate, Dr. Beeson's failure or neglect to perform his enumerated rated duties constitute just cause for his termination.

A. Decision to Re-Hire Dean Foy

Dr. Beeson's recommendation that the College renew Foy's employment contract constitutes grounds for his termination. Inherent in the perpetration of the above enumerated actions are actions of malfeasance. Malfeasance is defined as "[a] wrongful or unlawful act; esp. wrongdoing or misconduct by a public official." *Black's Law Dictionary* (9th Ed. 2009). Florida courts have not hesitated to uphold terminations based on malfeasance. *Story v. Culverhouse*, 727 So.2d 1128 (Fla. 2d DCA 1999) ("Employment contract for definite duration ... could be

¹ His employment contract specifically states that the "employee is required to perform those services specified in the official job description, which is attached to the contract and incorporated herein." In February 2011 the job description was amended to incorporate an organizational change in the reporting structure. Those changes do not affect the analysis in this letter.

terminated for misfeasance or malfeasance.”); *State ex rel. Hardie v. Coleman*, 155 So. 129, (Fla. 1934). Courts are similarly inclined to find just cause in the termination of employees who fail to take responsive action or otherwise hold their subordinates accountable. See *Lee Cnty. Sch. Bd. v. Sanders*, 2004 WL 44069 (Fla. Div. Admin. Hrgs. 2004) (upholding just cause termination of superintendent in part due to his failure to discipline or otherwise respond to the misconduct of his staff); see also *School Bd. of Dade Cnty. v. Martin*, 1989 WL 645099 (Fla. Div. Admin. Hrgs. 1987) (upholding just cause dismissal of teacher, in part, for failing to supervise the work of his subordinates, lack of judgment, lack of effective leadership, and incompetency by reason of inefficiency). When such a lack of judgment rises to the level of submitting a dishonest report required by the employer, it is also grounds for termination. *Winters v. Florida Board of Regents*, 834 So. 2d 243 (Fla. 2d DCA 2002).

As the above case law demonstrates, Dr. Beeson’s recommendation that the College rehire Dean Foy is a wrongful action that demonstrates an inability to comply with the directives of his position. As an administrator in the upper echelon of the College’s hierarchy, the College entrusts Dr. Beeson with the evaluation of employees under his supervision. By not properly doing so, Dr. Beeson failed to provide leadership for his subordinates and actually hurt the enhancement of student centered learning. As such, his actions breached a duty listed within his job description and thereby constitute a breach of contract.

Similarly, Dr. Beeson neglected his contractual duty to provide “guidance for the enhancement of student-centered learning” when he failed to respond to the emails expressing the students’ frustrations over the problems with the nursing accreditation. At a minimum Dr. Beeson should have responded to the students concerns and investigated the issue. Dr. Beeson’s complete dismissal of student concerns and total inaction is contrary to the student-centered approach the College expects of all of its employees. Therefore, by ignoring his duty to the nursing students to address their concerns and ensure an accredited program, Dr. Beeson breached his contract and there is just cause for his termination.

B. Undermining Support for the College’s Strategic Plan

Dr. Beeson undermined the mission of the College and the Vice President of Academic Affairs by recommending and supporting continued employment for Foy, an employee who caused substantial compliance issues with SACS. The College appointed Dr. Beeson to the interim role as Foy’s supervisor because of his unique knowledge of the investigation results and tasked him with the job of remedying the substitution problems. In spite of that task, Dr. Beeson actually *recommended* that the person primarily responsible for the problem be rehired. His actions serve to sanction activity that jeopardized the College’s reaccreditation and his silence in failing to address Foy’s considerable misconduct is tantamount to dishonesty. At the very least, however, his actions constitute materially adverse actions which have the potential to subject the College to a future of accreditation compliance issues.

C. Failure to Initiate and Maintain Accreditation Standards

As the Vice President, it was Dr. Beeson's responsibility to "initiate and maintain accreditation standards." By failing to research the nursing accreditation issue when it was brought to his attention through two separate student emails Dr. Beeson failed to perform an essential job duty. Dr. Beeson's failure to perform the duties required of him in his scope of employment as any reasonable person would have done under similar circumstances constitutes just cause for termination. Here, Dr. Beeson expressly agreed in his employment contract, which incorporated his job description, to handle accreditation issues. He did not in this instance, thereby constituting a neglect of duty and violation of his employment agreement establishing grounds for termination.

Furthermore, Dr. Beeson was one of only three people on a committee aware of Foy's participation in the substitution and waiver violations. Yet, he gave her a positive evaluation and recommended that her contract be renewed. The recommendation of a subordinate who has jeopardized the school's accreditation through her actions is a material failure by Dr. Beeson to perform his duties and responsibilities under the terms of his contract. As such, Dr. Beeson's failure to terminate Foy, a hindrance to maintaining the College's accreditation, constitutes just cause for termination.

Dr. Beeson's conduct negatively impacted the nursing program and jeopardized the College's reaffirmation of accreditation. His actions constitute just cause for termination and it would be well within the College's reasonable judgment to terminate Dr. Beeson's employment.

Sincerely,

A handwritten signature in blue ink that reads "Michael Mattimore". The signature is written in a cursive style. At the end of the signature, there is a small, circled mark that appears to be the initials "JM".

Michael Mattimore

Meeting of the
EDISON STATE COLLEGE DISTRICT BOARD OF TRUSTEES
November 29, 2011

AGENDA ITEM: 7(a)

Approval of Revised 2011-2012 Duty Day Calendar

RECOMMENDATION:

The Administration recommends District Board of Trustees approval of the revised College Duty Day Calendar for 2011-2012.

STAFF ANALYSIS:

The 2011-2012 Duty Day Calendar submitted to and approved by the District Board of Trustees at the February 22, 2011 meeting included Monday, January 2, 2012 as a duty day in error.

In accordance with District Board of Trustees policy 6H6x: 2.06, January 1st is designated as a holiday and should be observed as a non-duty day on the succeeding Monday. Therefore, the 2011-2012 duty-day calendar has been revised to close the College on January 2, 2012 in compliance with Board policy.

The revised calendar has been reviewed and approved by the designated College administrators. It is recommended that this action be approved.

DIRECT FISCAL IMPACT: N/A

Funding Source: _____ Amount: \$ _____

Attachment _____

REQUESTED BY: *Pamela A. Taylor*
Vice President, Human Resources

FUNDING VERIFIED AND APPROVED BY: *Alma Dreble*
Vice President, Financial Services

APPROVED FOR AGENDA BY: *[Signature]*
District President

Duty Day Calendar 2011-12														
12 Month Staff														
<u>July 2011</u>						<u>January 2012</u>								
<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>		<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>				
				1		(H)	3	4	5	6				
(H)	5	6	7	8		9	10	11	12	13				
11	12	13	14	15		(N)	17	18	19	20				
18	19	20	21	22		23	24	25	26	27				
25	26	27	28	29	21	30	31				21			
<u>August 2011</u>						<u>February 2012</u>								
<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>		<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>				
1	2	3	4	5				1	2	3				
8	9	10	11	12		6	7	8	9	10				
15	16	17	18	19		13	14	15	16	17				
22	23	24	25	26		20	21	22	23	24				
29	30	31			23	27	28	29			21			
<u>September 2011</u>						<u>March 2012</u>								
<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>		<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>				
			1	2					1	2				
(H)	6	7	8	9		(N)	(N)	(N)	(N)	(N)				
12	13	14	15	16		12	13	14	15	16				
19	20	21	22	23		19	20	21	22	23				
26	27	28	29	30	22	26	27	28	29	30	17			
<u>October 2011</u>						<u>April 2012</u>								
<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>		<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>				
3	4	5	6	7		2	3	4	5	6				
10	11	12	13	14		9	10	11	12	13				
17	18	19	20	21		16	17	18	19	20				
24	25	26	27	28		23	24	25	26	27				
31					21	30					21			
<u>November 2011</u>						<u>May 2012</u>								
<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>		<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>				
	1	2	3	4			1	2	3	4				
7	8	9	10	(N)		7	8	9	10	11				
14	15	16	17	18		14	15	16	17	18				
21	22	23	(H)	(N)		21	22	23	24	25				
28	29	30			20	(H)	29	30	31		23			
<u>December 2011</u>						<u>June 2012</u>								
<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>		<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>				
			1	2						1				
5	6	7	8	9		4	5	6	7	8				
12	13	14	15	16		11	12	13	14	15				
(N)	(N)	(N)	(N)	(N)		18	19	20	21	22				
(N)	(N)	(N)	(N)	(N)	12	25	26	27	28	29	21			
Total Duty Days = 243														
(N) - Signifies a non-paid day the College is closed.														
(H) - signifies a paid holiday: July 4th, September 5th, November 24th, January 2nd, May 28th														

Duty Day and Class Day Calendar - Faculty											
Fall 2011											
Class Days					Duty Days						
August											
<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>		<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>	
							16	17	18	19	
	23	24	25	26		22	23	24	25	26	
29	30	31			7	29	30	31			12
September											
<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>		<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>	
			1	2					1	2	
(N)	6	7	8	9		(N)	6	7	8	9	
12	13	14	15	16		12	13	14	15	16	
19	20	21	22	23		19	20	21	22	23	
26	27	28	29	30	21	26	27	28	29	30	21
October											
<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>		<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>	
3	4	5	6	7		3	4	5	6	7	
10	11	12	13	14		10	11	12	13	14	
17	18	19	20	21		17	18	19	20	21	
24	25	26	27	28		24	25	26	27	28	
31					21	31					21
November											
<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>		<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>	
	1	2	3	4			1	2	3	4	
7	8	9	10	(N)		7	8	9	10	(N)	
14	15	16	17	18		14	15	16	17	18	
21	22	23	(N)	(N)		21	22	23	(N)	(N)	
28	29	30			19	28	29	30			19
December											
<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>		<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>	
			1	2					1	2	
5	6	7	8	9		5	6	7	8	9	
(N)	(N)	(N)	(N)	(N)		(N)	(N)	(N)	(N)	(N)	
(N)	(N)	(N)	(N)	(N)		(N)	(N)	(N)	(N)	(N)	
(N)	(N)	(N)	(N)	(N)	7	(N)	(N)	(N)	(N)	(N)	7
Total Class Meeting Days - Fall											
14	16	16	15	14	75						80
Total Duty Days = 80 (N) - Signifies a non-paid day the College is closed. (H) - Signifies a paid holiday. Commencement - Various											

Duty Day and Class Day Calendar - Faculty											
Spring 2012											
Class Days					Duty Days						
January											
<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>		<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>	
						(H)	3	4	5	6	
9	10	11	12	13		9	10	11	12	13	
(N)	17	18	19	20		(N)	17	18	19	20	
23	24	25	26	27		23	24	25	26	27	
30	31				16	30	31				21
February											
<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>		<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>	
		1	2	3				1	2	3	
6	7	8	9	10		6	7	8	9	10	
13	14	15	16	17		13	14	15	16	17	
20	21	22	23	24		20	21	22	23	24	
27	28	29			21	27	28	29			21
March											
<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>		<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>	
			1	2					1	2	
(N)	(N)	(N)	(N)	(N)		(N)	(N)	(N)	(N)	(N)	
12	13	14	15	16		12	13	14	15	16	
19	20	21	22	23		19	20	21	22	23	
26	27	28	29	30	17	26	27	28	29	30	17
April											
<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>		<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>	
2	3	4	5	6		2	3	4	5	6	
9	10	11	12	13		9	10	11	12	13	
16	17	18	19	20		16	17	18	19	20	
23	24	25	26	27		23	24	25	26	27	
30					21	30					21
May											
<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>		<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>	
	1	2	3	4			1	2	3	4	
						7	8				
					4						6
Total Class Meeting Days - Spring/Full Year											
15	16	16	16	16	79						86
					154						166
Total Duty Days = 86											
(N) - Signifies a non-paid day the College is closed, (H) - Signifies a paid holiday.											
Commencement - Various											

38d.

Duty Day and Class Day Calendar - Faculty												
Summer 2012 - A												
<u>Class Days</u>								<u>Duty Days</u>				
<u>May</u>												
<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>		<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>		
7	8	9	10	11								
14	15	16	17	18								
21	22	23	24	25								
(N)	29	30	31		18							
<u>June</u>												
<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>		<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>		
				1								
4	5	6	7	8								
11	12	13	14	15								
18	19	20	21	22								
					16							
Total Class Meeting Days - Summer A												
6	7	7	7	7	34							
Summer 2012 - B												
<u>Class Days</u>								<u>Duty Days</u>				
<u>June</u>												
<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>		<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>		
		27	28	29	3							
<u>July</u>												
<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>		<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>		
2	3	(N)	5	6								
9	10	11	12	13								
16	17	18	19	20								
23	24	25	26	27								
30	31				21							
<u>August</u>												
<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>		<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>		
		1	2	3								
6	7	8	9	10								
11	12	13	14	15								
					13							
Total Class Meeting Days - Summer B												
7	7	7	8	8	37							

Duty Day and Class Day Calendar - Faculty												
Summer 2012 - C Full Session												
<u>Class Days</u>					<u>Duty Days</u>							
<u>May</u>												
<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>		<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>		
7	8	9	10	11								
14	15	16	17	18								
21	22	23	24	25								
(N)	29	30	31		18							
<u>June</u>												
<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>		<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>		
				1								
4	5	6	7	8								
11	12	13	14	15								
18	19	20	21	22								
25	26	27	28	29	21							
<u>July</u>												
<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>		<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>		
2	3	(N)	5	6								
9	10	11	12	13								
16	17	18	19	20								
23	24	25	26	27								
30	31				21							
<u>August</u>												
<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>		<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>		
		1	2	3								
6	7	8	9	10								
11	12	13	14	15								
					13							
Total Class Meeting Days - Summer C												
14	15	14	15	15	73							

38f.

Meeting of the
EDISON STATE COLLEGE DISTRICT BOARD OF TRUSTEES
November 29, 2011

AGENDA ITEM: 8

Approval of Personnel Actions

RECOMMENDATION:

The Administration recommends District Board of Trustees approval of the attached list of Personnel Consent Agenda actions.

STAFF ANALYSIS:

Personnel Consent Agenda actions are consistent with Florida Statute 1001.65(3), Florida Department of Education, Administrative Rule 6A-14.0261, Board Policy 6Hx6: 5.02, and approved practices of the district and are deemed routine in nature. It is recommended that the attached list of Personnel Consent Agenda actions be approved.

During the time period since the last Board meeting, personnel changes have occurred. The attached list reflects 108 appointments/status changes, 26 special contracts, and 7 employee departures/retirements.

These actions have been reviewed by appropriate supervisors, approved by designated College administrators, and discussed with the Board Liaison. It is recommended that these actions be approved.

DIRECT FISCAL IMPACT:

Funding Source: operating fund Amount: \$ 16,897

Attachment

REQUESTED BY: *Pamela Taylor*
Vice President, Human Resources

FUNDING VERIFIED AND APPROVED BY: *Chris Dolber*
Vice President, Financial Services

APPROVED FOR AGENDA BY: *[Signature]*
District President

I. APPOINTMENTS

A. Regular Full Time			Base Pay	Fringe Benefits	Salary + Fringe	Additional Allowances
Barreto	Eric	Student Life Information Specialist	\$25,800.00	\$11,191.22	\$36,991.22	
Corkhill	Kristin	Director, Dual Enrollment	\$60,000.00	\$16,694.00	\$76,694.00	
Corzatt	Carolyn	Testing Specialist	\$25,800.00	\$11,191.22	\$36,991.22	
Dente	Ronald	Assistant General Counsel	\$86,000.00	\$20,877.40	\$106,877.40	
Keddo	Dwain	Bursar	\$54,000.00	\$15,728.60	\$69,728.60	
Lenius	Raymond	Professor, Cardiovascular Technology/Cardiopulmonary Sciences	\$46,420.53	\$13,116.45	\$59,536.98	
Lingo	Jennifer	Staff Assistant	\$25,800.00	\$11,191.22	\$36,991.22	
Myers	Michael	Testing Specialist ¹	\$25,800.00	\$11,191.22	\$36,991.22	
Stevens	Danessa	Executive Assistant	\$35,000.00	\$12,671.50	\$47,671.50	
B. Regular Part Time						
Correa	Mercedes	Instructional Assistant	\$14.16	\$1.79	\$15.95	
C. Temporary Part Time - Salaried (Limited Term)						
Acton	Traci	Clinical Associate	\$875.00	\$12.69	\$887.69	
Arnsdorff	Katherine	Clinical Associate	\$4,104.00	\$59.51	\$4,163.51	
Bertulli	Robert	Clinical Associate	\$625.00	\$9.06	\$634.06	
Carranza	Christina	Clinical Associate	\$1,026.00	\$14.88	\$1,040.88	
Coyle	Marcia	Clinical Associate	\$2,943.00	\$42.67	\$2,985.67	
Eggerman	Karen	Clinical Associate	\$4,104.00	\$59.51	\$4,163.51	
Esposito	Antonio	Clinical Associate	\$1,125.00	\$16.31	\$1,141.31	
Harrel	Gregory	Clinical Associate	\$375.00	\$5.44	\$380.44	
Haugh	Jeffrey	Clinical Associate	\$1,000.00	\$14.50	\$1,014.50	
Mann	Dominique	Clinical Associate	\$7,101.24	\$102.97	\$7,204.21	
McDowell	Martin	Clinical Associate	\$250.00	\$3.63	\$253.63	
McSheehy	Michael	Clinical Associate	\$1,000.00	\$14.50	\$1,014.50	
Robertson	William	Clinical Associate ¹	\$625.00	\$9.06	\$634.06	
Sparrow	Laura	Clinical Associate	\$1,936.00	\$28.07	\$1,964.07	
Thompson	Adam	Clinical Associate	\$1,000.00	\$14.50	\$1,014.50	
Vanderlinde	Sheila	Clinical Associate	\$4,104.00	\$59.51	\$4,163.51	
D. Temporary Part Time - Hourly						
Aberle	Rosina	OPS College Temp ¹	\$12.07	\$0.92	\$12.99	
Alexandre	Juvenie	Student Assistant, Work Study	\$7.75		\$7.75	
Arnold	Jennifer	Student Assistant, Work Study	\$7.75		\$7.75	
Athey	Tracy	OPS College Temp	\$10.00	\$0.77	\$10.77	
Atlas	Adam	Student Assistant, Work Study	\$7.75		\$7.75	
Bermudez	Josue	Student Assistant	\$7.75		\$7.75	
Buongiorno	Katie	Student Assistant, Work Study	\$7.75		\$7.75	
Casey	Joshua	Student Assistant, Work Study	\$7.75		\$7.75	
Creapeua	Marvin	Student Assistant, Work Study	\$7.75		\$7.75	
Debrowski	Renee	Substitute Teacher, Edison Collegiate High School ¹	\$12.50	\$0.96	\$13.46	
DeRouen	Elizabeth	Substitute Teacher, Edison Collegiate High School	\$12.50	\$0.96	\$13.46	
Durandis	Phardel	Student Assistant	\$7.75		\$7.75	
Fike	Joshua	Student Assistant	\$7.75		\$7.75	
Garcia	Miguel	Student Assistant ¹	\$7.75		\$7.75	
Garrett	Megan	Student Assistant	\$7.75		\$7.75	
Harvey	Tiffany	Student Assistant	\$7.75		\$7.75	
Heisler	Patricia	Peak Partner	\$10.00	\$0.77	\$10.77	
House	Tracy	Peak Partner	\$10.00	\$0.77	\$10.77	
Joseph	Lourdes	Student Assistant, Work Study	\$7.75		\$7.75	
Julien-Durosier	Dorothie	Student Assistant, Work Study	\$7.75		\$7.75	
Little	Brittany	Student Assistant, Work Study	\$7.75		\$7.75	
Logan	Christine	Student Assistant	\$7.75		\$7.75	
Lopez	Phillip	Peak Partner	\$10.00	\$0.77	\$10.77	
Lopez	Stephanie	Student Assistant, Work Study	\$7.75		\$7.75	
McPhee	Dorian	Student Assistant, Work Study	\$7.75		\$7.75	
Mercado	Stephanie	Student Assistant	\$7.75		\$7.75	
Mojica	Manuel	Student Assistant	\$7.75		\$7.75	

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I. APPOINTMENTS, continued

E. Temporary Part Time - Hourly, continued

			<u>Base Pay</u>	<u>Fringe Benefits</u>	<u>Salary + Fringe</u>	<u>Additional Allowances</u>
Nicholas	Rosa	Student Assistant, Work Study	\$7.75		\$7.75	
Obradovich	Blossom	Student Assistant, Work Study	\$7.75		\$7.75	
Oliva	Jennifer	Student Assistant, Work Study ¹	\$7.75		\$7.75	
Patel	Khusbu	Student Assistant	\$7.75		\$7.75	
Percival, III	Andrew	Fire Academy Instructor	\$25.00	\$1.91	\$26.91	
Poteau	Clanie	Student Assistant	\$7.75		\$7.75	
Rodezno	Kerlin	Student Assistant, Work Study	\$7.75		\$7.75	
Ruth	Jesse	Student Assistant	\$7.75		\$7.75	
Sheehan	Jenna-Lee	Student Assistant, Work Study	\$7.75		\$7.75	
Stewart	Steven	Student Assistant, Work Study	\$7.75		\$7.75	
Talaba	Patricia	Student Assistant, Work Study	\$7.75		\$7.75	
Toth	Elizabeth	Student Assistant	\$7.75		\$7.75	
Velez	Keishla	Student Assistant, Work Study	\$7.75		\$7.75	
Veliz	Jennifer	Student Assistant	\$7.75		\$7.75	
Villalobos	Ahidee	Student Assistant, Work Study ¹	\$7.75		\$7.75	
Weir	Heather	Student Assistant	\$7.75		\$7.75	
Williams	Kirk	Student Assistant, Work Study ¹	\$7.75		\$7.75	
Wrucke	Marilyn	Peak Partner	\$10.00	\$0.77	\$10.77	
Zamniak	Michelle	OPS College Temp	\$14.15	\$1.08	\$15.23	

II. SALARY/COMPENSATION CHANGES

The following current employees received salary or compensation changes due to position reclassification, budgeted salary increase, increased work hours, duty days, duties or a degree level change.

<u>A. Additional Compensation</u>			<u>Additional Pay</u>	<u>Fringe Benefits</u>	<u>Salary + Fringe</u>	<u>Current Salary</u>
Additional compensation for additional duties assigned on temporary basis; amount not added to base salary.						
Morgenstern	Teresa	Campus Coordinator, Marketing & College Relations ²	\$5,000.00	\$632.50	\$5,632.50	\$39,323.24

<u>B. Salary Adjustment and Title Change</u>			<u>Additional Pay</u>	<u>Fringe Benefits</u>	<u>Salary + Fringe</u>	<u>New Base Salary</u>
Salary adjustment to reduce the disparity in salary in relation to market. Average salary for General Counsel in Florida College System is \$128,760 (see attached survey).						
Lupe	Mark	Vice President, Legal Affairs and General Counsel ²	\$10,000.00	\$1,265.00	\$11,265.00	\$103,600.00

C. Internet and Cell Phone Allowance

Designated positions in the technology areas are required to maintain personal internet access and cell phone service in order to respond to technology emergencies from remote locations.

Blanco	Jorge	Network Administrator ²			\$2,160.00	
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D. Moving Allowance

Special stipend authorized by Vice President, Academic Affairs for faculty member's moving/relocation expenses.

Doheny	Cathleen	Professor, Education-Reading	\$1,500.00	\$114.75	\$1,614.75	
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E. Test Proctoring

Test proctoring for college aptitude and placement tests.

Cass	Bert	Teacher, Social Studies	\$75.00	\$9.49	\$84.49	
Foster-Vasile	Amber	Guidance Counselor	\$150.00	\$18.98	\$168.98	
Mitchell	Michael	Teacher, Biology	\$75.00	\$9.49	\$84.49	
Souter	Jessica	Teacher, English	\$75.00	\$9.49	\$84.49	

F. Florida Teachers Lead Program

The Florida Teachers Lead Program is a legislatively authorized program (F.S. 1012.71) which provides funds for classroom teachers to purchase, on behalf of the school district or charter school, classroom materials and supplies for students. These funds are intended to supplement the materials and supplies otherwise available to classroom teachers. The amount for each school district is calculated by the Commissioner of Education and the total district appropriation must be divided equally among eligible teachers, guidance counselors and media specialists. Recipients must sign a statement acknowledging receipt of the funds and an understanding of the purpose of the funding. The school districts notified the charter schools of the calculated amount per teacher.

Bentley	Donald	Guidance Counselor	\$188.68	\$14.43	\$203.11	
Buck	Kelly	Teacher, Science	\$188.68	\$14.43	\$203.11	
Cass	Bert	Teacher, Social Studies	\$195.00	\$14.92	\$209.92	
Duda	Joseph	Teacher, Science	\$188.68	\$14.43	\$203.11	
Foster-Vasile	Amber	Guidance Counselor	\$195.00	\$14.92	\$209.92	
Frye	Joshua	Teacher, Math	\$188.68	\$14.43	\$203.11	

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II. SALARY/COMPENSATION CHANGES, continued

			<u>Additional Pay</u>	<u>Fringe Benefits</u>	<u>Salary + Fringe</u>	<u>Current Salary</u>
F. Florida Teachers Lead Program, continued						
Hantzaes	Sophy	Teacher, Foreign Language, Parttime	\$188.68	\$14.43	\$203.11	
Hill	Rebecca	Teacher, Science	\$188.68	\$14.43	\$203.11	
Jamison, Jr.	Dale	Teacher, Social Studies	\$188.68	\$14.43	\$203.11	
Laskowski	Beth	Teacher, English	\$195.00	\$14.92	\$209.92	
Miller	Faneromeni	Teacher, Communications	\$188.68	\$14.43	\$203.11	
Mitchell	Michael	Teacher, Biology	\$195.00	\$14.92	\$209.92	
Nolan	Dawn	Teacher, Math	\$195.00	\$14.92	\$209.92	
Olson	Heather	Teacher, English	\$188.68	\$14.43	\$203.11	
Porter	Amy	Teacher, Art	\$195.00	\$14.92	\$209.92	
Schiavon	Ashley	Teacher, Social Studies	\$195.00	\$14.92	\$209.92	
Schmidt	Blake	Teacher, Chemistry	\$195.00	\$14.92	\$209.92	
Souther	Jessica	Teacher, English	\$195.00	\$14.92	\$209.92	
Spadoni	Kathleen	Teacher, English	\$188.68	\$14.43	\$203.11	
Walker	Therese	Teacher, Social Studies	\$188.68	\$14.43	\$203.11	
Winters	Kristina	Teacher, Math	\$195.00	\$14.92	\$209.92	

G. Promotion

			<u>Base Pay</u>	<u>Benefits</u>	<u>+ Fringe</u>	<u>Allowances</u>
Promotion is defined as an appointment to a higher pay grade through reclassification of the current position or appointment into a higher level position.						
DeLuca	Eileen	Dean, College Preparatory	\$93,000.00	\$22,003.70	\$115,003.70	
Martinez	Danielle	Staff Assistant	\$25,800.00	\$11,191.22	\$36,991.22	
Rizzuto	Melissa	Director, Design and Training Online	\$55,879.41	\$16,031.00	\$71,910.41	
Salmon	Garnett	Associate Registrar, Systems & Registration ¹	\$40,521.70	\$13,559.94	\$54,081.64	

III. SPECIAL CONTRACTS

A. Spring 2012 Discipline Chair

Faculty receive release time and a stipend to serve as discipline chair.

			<u>Contract Amount</u>	<u>Fringe Benefits</u>	<u>Total with Fringe</u>	<u>Release Time</u>
Axelrod	Rona	Chair, e-Learning	\$3,000.00	\$482.70	\$3,482.70	6 hours
Bunting	Eleanor	Chair, English	\$3,000.00	\$482.70	\$3,482.70	6 hours
Clark	Kathy	Chair, Social Sciences	\$3,000.00	\$482.70	\$3,482.70	6 hours
Lewin	Jo Ann	Chair, Mathematics	\$3,000.00	\$482.70	\$3,482.70	6 hours
Nay	Douglas	Chair, Management and Supervision	\$3,000.00	\$482.70	\$3,482.70	6 hours
Rollins	Joyce	Chair, School of Education	\$3,000.00	\$482.70	\$3,482.70	6 hours
Romeo	Peggy	Chair, Natural Sciences	\$3,000.00	\$482.70	\$3,482.70	6 hours
Seefchak	Caroline	Chair, College Preparatory and Developmental Studies	\$3,000.00	\$482.70	\$3,482.70	6 hours
Swanson	Russell	Chair, Humanities and Fine Arts	\$3,000.00	\$482.70	\$3,482.70	6 hours
Walters	Myra	Chair, Speech and Foreign Language	\$3,000.00	\$482.70	\$3,482.70	6 hours
Worch	Richard	Chair, Criminal Justice	\$3,000.00	\$482.70	\$3,482.70	6 hours

B. Spring 2012 Committee Chair

Committee chairs are leading specific academic-related committees under the direction of the Interim Vice President, Academic Affairs during the Spring 2012 semester. Committee chairs may receive additional compensation, release time or combination of compensation and release time.

			<u>Contract Amount</u>	<u>Fringe Benefits</u>	<u>Total with Fringe</u>	<u>Release Time</u>
Grove	Jennifer	Chair, Curriculum Committee				3 hours
Mangene	Pamela	Chair, Professional Development Committee				3 hours
Smith	Ron	Chair, Academic Standards Committee				3 hours
Trogan	Amy	Chair, Student Assessment Committee				3 hours
VanSelow	Scott	Chair, Academic Technology Committee				3 hours

C. Spring 2012 Assessment Committee Chair

The Assessment Committee Chair works in collaboration with the Deans and the Interim Vice President, Academic Affairs to coordinate and facilitate all academic assessment activities.

			<u>Contract Amount</u>	<u>Fringe Benefits</u>	<u>Total with Fringe</u>	<u>Release Time</u>
Ambrose	Martha	Chair	\$3,000.00	\$482.70	\$3,482.70	6 hours

III. SPECIAL CONTRACTS, continued

			Fall 2011 Release Time	Spring 2012 Release Time
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D. Release Time, Fall 2011 and Spring 2012

Release time is granted to faculty for additional assignments not related to Discipline or Committee Chair responsibilities. These Fall 2011 and/or Spring 2012 semester assignments are under the direction of the Dean or Interim Vice President, Academic Affairs.

Conwell	Mary	Program Director, Paralegal Studies	3 hours	3 hours
Ransford	Donald	District President, Faculty Senate		3 hours
Turton	Cheryl	Bachelor of Science Nursing Program	6 hours	
Walters	Myra	Lead Faculty, Quality Enhancement Plan		3 hours

E. Curriculum/Course Development - College Courses

Development includes activities such as designing online or baccalaureate course, conducting program assessments, revising current curriculum, writing of the competency matrices, development of textbook changes, and developing adjunct support programs and curriculum plans.

			Contract Amount	Fringe Benefits	Total with Fringe	Release Time
Andrews	Faezeh	Special Contract	\$3,750.00	\$54.38	\$3,804.38	
Oliver	David	Special Contract	\$2,304.18	\$291.48	\$2,595.66	

F. Independent Study

An independent study option is available to students on a limited basis if a regularly scheduled class has been cancelled or not offered due to low enrollment, a student is unable to complete a scheduled course due to a medical issue or learning disability, or the student is in his/her last semester and a course required for graduation is not being offered. Instructors are compensated \$200.00 per student.

Finton	Charles	Special Contract	\$400.00	\$50.60	\$450.60
Turner	Almon	Special Contract	\$200.00	\$25.30	\$225.30
Worch	Richard	Special Contract	\$200.00	\$25.30	\$225.30

G. Stipend for Additional Duties (Temporary)

These temporary employees assume additional duties under the direction of the Dean or Vice President on a temporary basis; compensation not added to base salary.

Duda	Christine	Special Contract	\$5,000.00	\$782.50	\$5,782.50
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IV. STATUS CHANGES/LEAVE

A. Title Change **New Title** **Previous Title**

Change in title with no change in compensation.

Doeble	Gina	Vice President, Administrative Services	Vice President, Financial Services
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B. Family Medical Leave

Downing	J. David	Instructional Assistant
Rhine	Glenn	Coordinator, Career Services

V. DEPARTURES

Buczyna	Roberta	SACS Technical Support Manager TEMP
Delgado	Noelle	Instructional Assistant
Fairfax	Jessica	Peak Partner, OPS Temp
McClintock	Maureen	Project Manager, Institutional Accreditation TEMP
Varnes	Brenda	Senior Staff Assistant

VI. RETIREMENT

Trask	Mark	Chief Information Officer for Technology	Regular
Wilson	Elaine	Accounts Payable/Receivable Clerk ¹	End Deferred Retirement Option Program (DROP)

Salary Survey and Summary of Qualifications

Mark Lupe

Education/Licenses:

Florida Licensed Attorney (also licensed in Missouri and Ohio)

J.D. – Valedictorian at University of Toledo

Graduate studies – 40 hours graduate studies in Economics

B.A. – Political Science and Economics

Employment:

General Counsel since January 2010. Began as part-time position, converted to full time July 2010. Responsible for all legal support including contracts, litigation, employment, compliance, risk management and procurement processes for construction.

Prior to Edison, Lupe has 24 years of legal work including serving as Assistant City Attorney to the City of Cape Coral (4 years), Counsel to the University of Missouri (3 years), seven (7) years other public sector legal work and ten (10) years in private practice which included legal representation of the Medical College of Ohio.

Salary Survey Information: General Counsel in Colleges and Universities

- Florida Colleges average salary: \$128,760 (2010-2011 data for General Counsel)
- College and University Personnel Association (CUPA) average salary for Baccalaureate degree granting institution: \$144,263.

Florida College System Salary Survey

2010

College	Title	Salary	SalaryRangeMinimum
Chief Legal Affairs			
Brevard	Executive VP/General Counsel	\$275,000.00	\$93,000.00
Valencia	VP, Policy/General Counsel	\$180,000.00	\$121,156.00
Daytona	Executive Vice President	\$171,000.00	\$0.00
FSCJ	General Counsel	\$147,048.00	\$0.00
St. Johns River	Vice President/General Counsel	\$144,024.00	\$85,000.00
Hillsborough	College Attorney	\$134,391.00	\$87,188.00
Sante Fe	Legal Counsel	\$127,409.00	\$63,695.00
Miami-Dade	Legal Counsel	\$122,793.00	\$87,773.00
St. Petersburg	General Counsel	\$105,371.50	\$105,371.51
Palm Beach	General Counsel	\$104,030.00	\$72,490.00
Pasco-Hernando	CollegeAttorney/Dir Gov't. Affairs	\$90,298.00	\$78,810.00
Edison	General Counsel	\$90,000.00	\$80,000.00
Average Salary of Schools Reporting		\$140,947.04	
Average Salary Minus Brevard (Also has Exec. VP duties)		\$128,760.41	

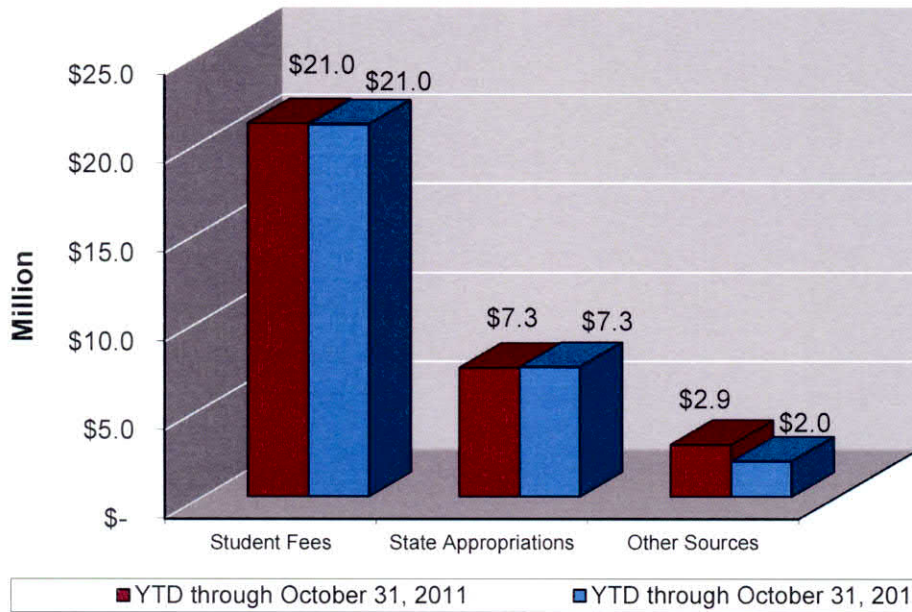
**MONTHLY FINANCIAL REPORTS
INFORMATION AGENDA
FINANCIAL REPORT**

**EDISON STATE COLLEGE
OPERATING BUDGET BY REVENUE AND EXPENSE CATEGORY
COMPARISON OF CURRENT YEAR TO PRIOR YEAR
for Fiscal Year Ending June 30, 2012**

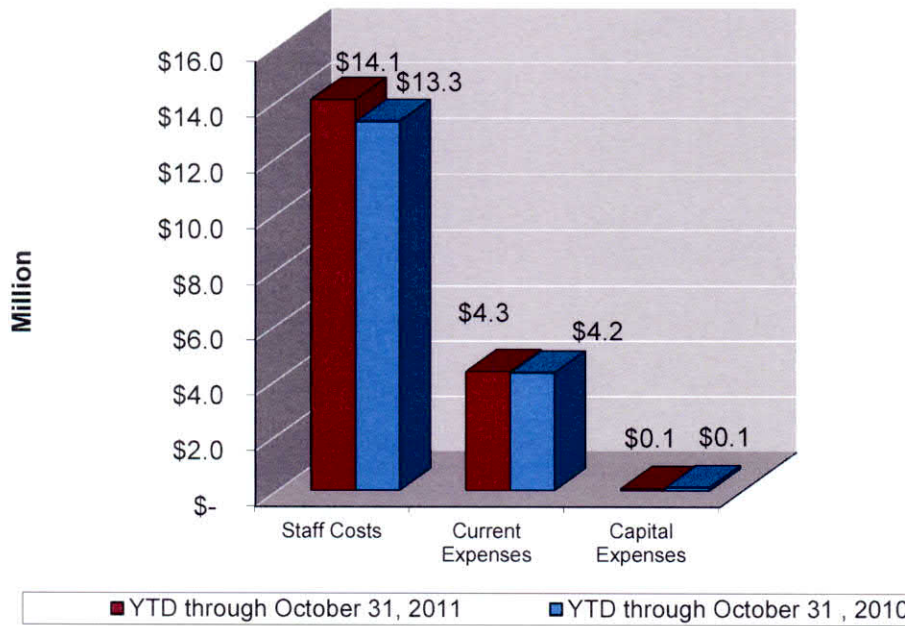
Table #1

	Month Ending		Increase / (Decrease)	
	October 31, 2011	October 31, 2010	from Prior Year	
	Actual (Year To Date)	Actual (Year To Date)	Amount	%
SOURCES OF FUNDS				
Student Fees	\$ 21,017,497	\$ 20,950,683	\$ 66,815	0.3%
Support from State Govt.	7,288,725	7,335,462	(46,737)	-0.6%
Support from Fed. Govt.	22,522	24,416	(1,893)	-7.8%
Gifts, Contributions, Grants & Contracts	-	854	(854)	-100.0%
Sales & Services	121,798	42,506	79,292	186.5%
Transfers (from other funds)	541,494	275,799	265,695	96.3%
Other Sources	75,920	77,407	(1,487)	-1.9%
Fund Balance Transfers	2,180,488	1,581,344	599,144	37.9%
TOTAL FUNDS AVAILABLE	\$ 31,248,444	\$ 30,288,470	\$ 959,974	3.2%
USES OF FUNDS				
Staff Costs				
Executive & Mgt. Staff	\$ 1,345,202	\$ 1,399,230	\$ (54,028)	-3.9%
Instructional Staff	3,727,717	3,343,500	384,217	11.5%
Other Professional Staff	2,117,657	1,856,359	261,298	14.1%
Tech., Clerical & Trade Staff	1,443,121	1,330,668	112,453	8.5%
Instructional & Other Temp. Professionals [Adjuncts]	2,966,800	2,602,633	364,168	14.0%
Student Employment	132,655	107,315	25,340	23.6%
Benefits	2,318,346	2,621,443	(303,096)	-11.6%
Total Staff Costs	\$ 14,051,500	\$ 13,261,148	\$ 790,352	6.0%
Current Expenses				
Travel	\$ 135,384	\$ 130,018	\$ 5,365	4.1%
Operating Expenses	1,532,085	1,518,632	13,453	0.9%
Rental - Facilities & Equipment	158,019	250,619	(92,600)	-36.9%
Insurance	490,551	497,322	(6,771)	-1.4%
Utilities	481,132	439,329	41,803	9.5%
Contract Services	1,480,557	1,391,302	89,255	6.4%
Transfers (to other funds)	2,189	15,000	(12,811)	-85.4%
Other Expenses	15,772	(3,393)	19,166	-564.8%
Budget Contingency	-	-	-	0.0%
Total Current Expenses	\$ 4,295,689	\$ 4,238,829	\$ 56,861	1.3%
Capital Expenditures				
Capital Expenditures	\$ 63,875	\$ 108,482	\$ (44,607)	-41.1%
Total Capital Expenditures	\$ 63,875	\$ 108,482	\$ (44,607)	-41.1%
TOTAL EXPENDITURES & TRANSFERS	\$ 18,411,064	\$ 17,608,459	\$ 802,605	4.6%

EDISON STATE COLLEGE
Revenue Comparison by Source of Funds



EDISON STATE COLLEGE
Expenditure Comparison



**MONTHLY FINANCIAL REPORT
INFORMATION AGENDA
FINANCIAL REPORT**

**EDISON STATE COLLEGE
OPERATING BUDGET BY REVENUE AND EXPENSE CATEGORY
COMPARISON OF CURRENT YEAR ACTUAL TO CURRENT YEAR REVISED BUDGET
for Fiscal Year Ending June 30, 2012**

Table #2

SOURCES OF FUNDS	Month Ending October 31, 2011		Variance Amount	% of Revised Budget
	Revised Budget	Actual		
	(Total Year)	(Year To Date)		
Student Fees	\$ 36,707,788	\$ 21,017,497	\$ 15,690,291	57.3%
Support from State Govt.	25,076,290	7,288,725	17,787,565	29.1%
Support from Fed. Govt.	68,261	22,522	45,739	33.0%
Sales & Services	327,297	121,798	205,500	37.2%
Transfers (from other funds)	541,494	541,494	-	100.0%
Other Sources	263,919	75,920	187,999	28.8%
Fund Balance Transfers	2,180,488	2,180,488	-	100.0%
TOTAL FUNDS AVAILABLE	\$ 65,165,537	\$ 31,248,444	\$ 33,917,093	48.0%
USES OF FUNDS				
Staff Costs				
Executive & Mgt. Staff	\$ 4,636,110	\$ 1,345,202	\$ 3,290,907	29.0%
Instructional Staff	13,752,767	3,727,717	10,025,049	27.1%
Other Professional Staff	6,812,719	2,117,657	4,695,061	31.1%
Tech., Clerical & Trade Staff	4,659,537	1,443,121	3,216,416	31.0%
Instructional & Other Temp. Professionals	8,094,087	2,966,800	5,127,287	36.7%
Student Employment	397,830	132,655	265,175	33.3%
Benefits	9,175,032	2,318,346	6,856,686	25.3%
Total Staff Costs	\$ 47,528,081	\$ 14,051,500	\$ 33,476,581	29.6%
Current Expenses				
Travel	\$ 576,464	\$ 135,384	\$ 441,080	23.5%
Operating Expenses	6,955,663	1,532,085	5,423,578	22.0%
Rental - Facilities & Equipment	676,266	158,019	518,247	23.4%
Insurance	805,001	490,551	314,450	60.9%
Utilities	2,318,180	481,132	1,837,048	20.8%
Contract Services	4,949,714	1,480,557	3,469,157	29.9%
Transfers (to other funds)	2,189	2,189	-	100.0%
Other Expenses	80,198	15,772	64,426	19.7%
Budget Holdback Contingency	714,440	-	714,440	0.0%
Budget Contingency	342,273	-	342,273	0.0%
Total Current Expenses	\$ 17,420,388	\$ 4,295,689	\$ 13,124,699	24.7%
Capital Expenditures				
Capital Expenditures	\$ 217,068	\$ 63,875	\$ 153,194	29.4%
Total Capital Expenditures	\$ 217,068	\$ 63,875	\$ 153,194	29.4%
TOTAL EXPENDITURES & TRANSFERS	\$ 65,165,538	\$ 18,411,064	\$ 46,754,474	28.3%

**Reconvene as
Edison State College
Charter Schools Governing Board**

DRAFT
Minutes
Edison State College
Charter Schools Governing Board
Lee Campus –Building AA, Room 177
October 25, 2011
8:11 p.m.

AGENDA ITEM: 1

Following the Edison State College District Board of Trustees Meeting, the Board reconvened as the Edison State College Charter Schools' Governing Board at 8:11 p.m. with the meeting called to order by Mary Lee Mann, Chair.

Present: Washington Baquero
Ann Berlam, Vice Chair
JoAnn Helphenstine
Mahlan Houghton, Jr.
Mary Lee Mann, Chair
Dr. Randall Parrish, Jr.
Julia Perry
Christopher Vernon
Kenneth P. Walker, District President
Frances Brennan, Recorder
June Hollingshead, Recorder

Introduction of Guests and Public Comment – None

Vote to Take Action On:

Agenda Item #1. Approval of Minutes Regular Meeting September 27, 2011
(Presenter: Mrs. Mann) (Page 1)

MOTION by Ann Berlam, seconded by JoAnn Helphenstine, to approve the minutes of the regular meeting September 27, 2011, as presented. Approved unanimously.

Agenda Item #2. Approval of the Charlotte Campus Collegiate High School Audited
Financial Report for Fiscal Year Ended June 30, 2011 (Presenter: Ms. Doeble)
(Page 3)

MOTION by JoAnn Helphenstine, seconded by Mahlan Houghton, to approve the Charlotte Campus Collegiate High School audited financial report for the fiscal year ended June 30, 2011, as presented. Approved unanimously.

Agenda Item #3. Approval of the Lee Campus Collegiate High School Audited Financial Report for Fiscal Year Ended June 30, 2011 (Presenter: Ms. Doeble) (Page 4)

MOTION by Mahlan Houghton, seconded by JoAnn Helphenstine, to approve the Lee Campus Collegiate High School audited financial report for the fiscal year ended June 30, 2011 as presented. Approved unanimously.

Information Only:

Agenda Item #4. Edison State College Collegiate High Schools Monthly Financial Report (Presenter: Mrs. Doeble) (Page 5)

Ms. Doeble presented the Edison State College Collegiate High Schools Monthly Financial Report for information only.

Agenda Item #5. The Establishment of Charter Operating Procedures (Presenter: Dr. Erin Harrel) (Page 8)

Dr. Harrel presented the establishment of Charter Operating Procedures for information only.

Written Reports:

Agenda Item #6. Monthly Report on Edison Collegiate High School – Charlotte (Page 9)

A written report was presented for information only.

Agenda Item #7. Monthly Report on Edison Collegiate High School – Lee (Page 12)

A written report was presented for information only.

Adjournment – The meeting was adjourned at 8:23 p.m.

Kenneth P. Walker, Secretary
District Board of Trustees

Mary Lee Mann, Chair
District Board of Trustees

Meeting of the
EDISON STATE COLLEGE CHARTER SCHOOLS GOVERNING BOARD
November 29, 2011

AGENDA ITEM: 2

**Edison State College Collegiate High Schools Monthly
Financial Report**

RECOMMENDATION:

INFORMATION ONLY

STAFF ANALYSIS:

This report is for informational purposes only and requires no action by the Board. It compares the actual sources and uses of funds for the current fiscal period to the budgeted sources and uses of funds for the current fiscal period. It is provided to give the reader an indication of how the Collegiate High Schools are performing in relation to their current budget.

- Table 1 represents the activity for the Collegiate High School - Charlotte Campus.
- Table 2 represents the activity for the Collegiate High School – Lee Campus

These reports summarize the Collegiate High Schools performance, or capacity, in raising, handling and using public funds. These reports allow managers to effectively allocate and use resources and additionally allow others to evaluate the financial operations of the Collegiate Schools.

Attachment *N/A*

DIRECT FISCAL IMPACT:

Funding Source: _____ Amount: \$ _____

REQUESTED BY: *Christine*
Vice President, Financial Services

FUNDING VERIFIED AND APPROVED BY: *Christine*
Vice President, Financial Services

APPROVED FOR AGENDA BY: *[Signature]*
District President

**EDISON STATE COLLEGE COLLEGIATE HIGH SCHOOL
CURRENT BUDGET
FOR THE FISCAL YEAR ENDING JUNE 30, 2012
as of October 31, 2011**

**Table 1
CHARLOTTE CAMPUS**

SOURCES OF FUNDS	Month Ending October 31, 2011		Variance Amount	% of Revised Budget
	Revised Budget	Actual		
	(Total Year)	(Year To Date)		
State Funding	\$ 1,455,233	\$ 492,227	\$ 963,006	33.8%
Support from Federal Gov't	59,571	6,215	53,356	10.4%
Capital Funding	152,816	29,833	122,983	19.5%
Sales & Services	44,200	20,027	24,173	45.3%
Other Sources	-	37	(37)	0.0%
Transfers In	7,425	7,425	-	100.0%
TOTAL FUNDS AVAILABLE	\$ 1,719,245	\$ 555,764	\$ 1,163,481	32.3%

USES OF FUNDS				
Staff Costs				
Instruction	\$ 502,723	\$ 140,768	\$ 361,955	28.0%
Instructional Support	67,380	19,248	48,132	28.6%
Administration	232,675	76,470	156,205	32.9%
Benefits	264,096	50,829	213,267	19.2%
Total Staff Costs	\$ 1,066,874	\$ 287,315	\$ 779,559	26.9%

Current Expenses				
Travel	\$ 81,380	\$ 17,149	\$ 64,231	21.1%
Operating Expenses	175,350	97,740	77,610	55.7%
Rental - Facilities & Eq.	152,816	-	152,816	0.0%
Utilities	80,000	11,220	68,780	14.0%
Contract Services	64,000	11,113	52,887	17.4%
Transfers Out	92,425	7,425	85,000	8.0%
Total Current Expenses	\$ 645,971	\$ 144,647	\$ 501,324	22.4%

Capital Expenditures				
Capital Expenditures	\$ 6,400	\$ 2,853	\$ 3,547	44.6%
Total Capital Expenditures	\$ 6,400	\$ 2,853	\$ 3,547	44.6%

TOTAL EXPENDITURES & TRANSFERS	\$ 1,719,245	\$ 434,815	\$ 1,284,430	25.3%
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EDISON STATE COLLEGE COLLEGIATE HIGH SCHOOL
 CURRENT BUDGET
 FOR THE FISCAL YEAR ENDING JUNE 30, 2012
 as of October 31, 2011

Table 2
 LEE CAMPUS

SOURCES OF FUNDS	Month Ending October 31, 2011		Variance Amount	% of Revised Budget
	Revised Budget	Actual		
	(Total Year)	(Year To Date)		
State Funding	\$ 1,161,505	\$ 357,127	\$ 804,378	30.7%
Support from Federal Gov't	122,425	107,215	15,210	87.6%
Capital Funding	172,264	20,272	151,992	11.8%
Sales & Services	30,000	17,999	12,001	60.0%
Transfers In	7,425	7,425	-	100.0%
TOTAL FUNDS AVAILABLE	\$ 1,493,619	\$ 510,038	\$ 983,581	34.1%

USES OF FUNDS				
Staff Costs				
Instruction	\$ 423,174	\$ 126,439	\$ 296,735	29.9%
Instructional Support	52,000	18,002	33,998	34.6%
Administration	159,473	52,804	106,669	33.1%
Benefits	204,744	42,570	162,174	20.8%
Total Staff Costs	\$ 839,391	\$ 239,815	\$ 599,576	28.6%

Current Expenses				
Travel	\$ 179,630	\$ 33,403	\$ 146,227	18.6%
Operating Expenses	177,910	61,805	116,105	34.7%
Rental - Facilities & Eq.	172,264	-	172,264	0.0%
Insurance	11,200	8,887	2,313	79.3%
Utilities	49,832	5,210	44,622	10.5%
Contract Services	43,967	10,350	33,617	23.5%
Transfers Out	7,425	7,425	-	100.0%
Other Expenses	10,000	-	10,000	0.0%
Contingency	2,000	-	2,000	0.0%
Total Current Expenses	\$ 654,228	\$ 127,080	\$ 527,148	19.4%

Capital Expenditures				
Capital Expenditures	\$ -	\$ -	\$ -	0.0%
Total Capital Expenditures	\$ -	\$ -	\$ -	0.0%

TOTAL EXPENDITURES & TRANSFERS	\$ 1,493,619	\$ 366,895	\$ 1,126,724	24.6%
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Meeting of the
EDISON STATE COLLEGE CHARTER SCHOOLS GOVERNING BOARD
November 29, 2011

AGENDA ITEM: 3

Monthly Report on Edison Collegiate High School -- Charlotte

RECOMMENDATION:

INFORMATION ONLY

STAFF ANALYSIS:

This written report is for informational purposes only and requires no action by the Board. It provides an update on happenings at ECHS-Charlotte.

DIRECT FISCAL IMPACT: N/A


Funding Source: _____ Amount: \$ _____

REQUESTED BY:



ECHS-Charlotte Principal

FUNDING VERIFIED AND APPROVED BY:



Vice President, Financial Services

APPROVED FOR AGENDA BY:



District President



While the major focus at ECHS – Charlotte is a rigorous academic program to prepare students for success at the college level, we recognize the need to provide extra-curricular high school experiences as well.

Even though we do not have any theatre classes at the high school this year, Panther Thespian Troupe 7670, under the direction of junior dual enrollment student Joy Wolfahrt, participated in the District Theatre Festival, receiving an Excellent in Performance and an Excellent in Tech. The troupe also received a Certificate of Recognition for presenting the most relevant play in the competition, “Lockdown.” Several dual enrollment students are also involved in the fall college theatre production, “The Crucible,” as actors and lighting and sound specialists.

Excitement abounded during Spirit Week, November 7 – 11, with every day featuring a different theme: pajama day, twin day, character day, retro day, and ultimate spirit day. The culminating activities were an outdoor barbecue and field day and a semi-formal black light dance. The Student Government Association, sponsored by Betsy Laskowski, organized all of the week’s activities

The science club is planning to build a Remotely Operated Vehicle (ROV). The ROV, designed to operate under water, will be engineered and built by the students with the assistance of club sponsor Michael Mitchell and ESC maintenance technician Gerhard Blasius.

ECHS – Charlotte is continuing its relationship with Habitat for Humanity of Charlotte County. This year many students will be assisting with and running in the annual Turkey Trot held on the ESC Charlotte campus on Thanksgiving morning. Other students are volunteering at the Habitat office. Construction of Habitat homes is scheduled to begin in January.

The freshman class has taken on the project of designing, engineering, and building the ECHS float for the Charlotte County Chamber of Commerce annual Christmas parade on December 3. Newly elected freshman class president Julia Marcuzzo, who will be joined by class officers, Lauren Kosinski, Gabrielle Schwarz, and Ashley Campbell, says, “We’re shooting to beat last year’s third place award. We want to be first in the county.” Freshman class sponsor is Kristina Winters.

Competitive spirits are running high. Dawn Nolan and Kristina Winters, Mu Alpha Theta (Math Club) sponsors, will take 12 – 14 students to the FGCU Invitational Mathematics Competition on December 8. On December 9 Blake Schmidt will take 5 dual enrollment juniors to the Envirothon Competition at Caloosahatchee Regional Park, and on December 10 Schmidt and 10 – 12 students will attend the Sarasota/Manatee Model United Nations where they will discuss three topics: The Situation in Cote d’Ivoire, Land Mine and Unexploded Ordinance Clearance, and Eliminating All Forms of Violence Against Women and Girls.

Meeting of the
EDISON STATE COLLEGE CHARTER SCHOOLS GOVERNING BOARD
November 29, 2011

AGENDA ITEM: 4

Monthly Report on Edison Collegiate High School - Lee

RECOMMENDATION:

INFORMATION ONLY

STAFF ANALYSIS:

This written report is for informational purposes only and requires no action by the Board. It provides an update on the daily operations of ECHS-Lee.

DIRECT FISCAL IMPACT: N/A

Funding Source: _____ Amount: \$ _____

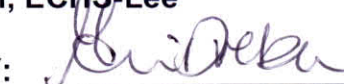
Attachment

REQUESTED BY: _____



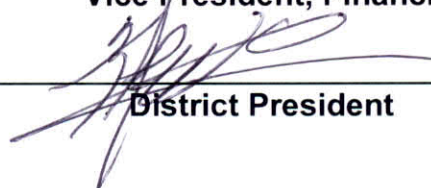
Principal, ECHS-Lee

FUNDING VERIFIED AND APPROVED BY: _____



Vice President, Financial Services

APPROVED FOR AGENDA BY: _____



District President



Growth and change are part of life and organizations are not exempt from this reality. As we began to plan for next year's dual enrollment process, 31 sophomore students took the PERT and all passed 2 or more of the 3 sections. Our next step in the academic planning process is to meet individually with each student and family to construct a written academic plan combining credits already earned, high school graduation requirements, and desired dual enrollment classes. It is highly encouraging to hear 15 year old students talk articulately about their academic and career goals while mapping out a personal plan that they believe in. This positive energy and focus on the future has created a desired ripple effect for the rest of the school to maintain their necessary 3.0 GPA and for the first quarter, 84% of all grades earned were A's, B's, and C's.

In partnership with Dunbar High School's Technology Academy, Mariner High School's STEM academy, the Edison Ford Estates, ECHS – Lee and the Foundation for Edison State College have agreed to sponsor and host a large scale engineering competition in January. Students of middle school age and up will compete by fabricating a vehicle capable of accurately surviving a 3 meter fall, passing a speed test, and then the same vehicle will have to tow a payload on a sled created from a given group of supplies. Elementary students will be participating the same day in a separate First Lego League Snack challenge. This event also highlights our growing partnership with Algenol Biofuels who has agreed to help underwrite this and other upcoming events, provide actual lab experiences for our students in their state of the art facility, and the opportunity for our science teachers to work as interns during the summer months. This type of connection is critical as we always attempt to deliver the most current and technological experience possible. Not only will our students benefit from doing real molecular biology (extracting DNA, creating a vector, and then using the new sequence to force bacteria to produce desired proteins), our students will then amplify the experience by serving as mentors for a lab based process with local elementary and middle school science classrooms.

In the classrooms, the normal bustle of hands on activities continues. Earlier in the month, freshmen students finished their Rube Goldberg projects and showcased them along with the School of Education's Crane project for celebrity judges from the local community. As the next unit features water as its central theme, the freshmen students are working on creating a new product or process and a pitch to secure their share of a fictitious grant RFP. These innovative ideas will have to survive a gauntlet of teachers, a peer review process, and yet another panel of local judges to see which idea has the broadest appeal and best support. Sophomore students are using engineering class to study how innovation and creative thinking impacted warfare and the world's balance of power throughout history. The excitement of creating armies, conquering friend's territories and strategizing is contagious and makes the power of a good idea and great execution seem even more important.