

OIG CASE NUMBER 22-0001-I

Olympic Heights High School

TYPE OF REPORT: FINAL

DATE OF REPORT: February 28, 2022



Teresa Michael

**Teresa Michael, Inspector General
Office of Inspector General
School District of Palm Beach County**

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Office of Inspector General

Report of Investigation 22-0001-I

EXECUTIVE SUMMARY

From May 26, 2021 to November 17, 2021, OIG staff conducted interviews and reviewed pertinent documentation and records as they related to the allegation. As a result of the investigation, OIG staff determined that the allegation that Olympic Heights High School Principal Kelly Mills Burke violated Palm Beach County School District Business Partnership Recognition – Fence Screens Policy 7.151 was **Substantiated**.

On February 11, 2022, the OIG forwarded a copy of the draft report to Kelly Mills-Burke for a response by March 15, 2022. Her responses have been attached as Exhibit 4. A review of the response reveals she did not dispute the findings of the investigation.

RECOMMENDATIONS

During the course of the investigation the following management issues were discovered and are referred to Principal Kelly Mills Burke and Director of Employee and Labor Relations Vicki Evans-Paré for review and consideration.

- Although Mills Burke stated that she was aware of SB Policy 7.151 (Business Partnership Recognition), the OIG recommends Mills Burke reach out to the District Business Partnership Coordinator for guidance to ensure proper procedures are followed regarding the District Partnership Form (Form 1570). It is also recommended that Frank D'Annunzio and Athletic Director Christopher Holly reach out to the District Business Partnership coordinator for guidance to ensure proper procedures are followed in the future.
- The OIG recommends the District Department of Communications have clear outlines and procedures on such events.
- The OIG recommends the findings of this report be referred Ms. Evans-Paré for review of the violation of School District policies and action deemed appropriate.

INVESTIGATIVE PREDICATE

On May 25, 2021, the School District of Palm Beach County, Office of Inspector General (OIG) received a complaint via the Ethical Advocate Hotline, regarding Principal Kelly Mills-Burke allowing a real estate company to film a YouTube video on campus at Olympic Heights High School. The real estate business said in the video that 10% of their proceeds earned as a result of business generated by the video would go to the school. The complainant also stated that there was a teacher in the video. (Allegation 1).

On May 26, 2021, OIG Investigator Angela Feaman was assigned this complaint for investigation.

BACKGROUND

Olympic Heights High School (OHHS) is a public school located at 20101 Lyons Road, in Boca Raton, Florida. Student enrollment is 2,028 serving grades 9-12. Principal Kelly Mills Burke has been the Principal at OHHS for three years. Assistant Principal Frank D'Annunzio has been at the school for 26 years. Chris Holly has been the Athletic Director at OHHS for two years.

According to the Olympic New Heights Facebook page, Olympic New Heights is a Group and Program designed to uplift OHHS as a whole, as well as individual students. This group is created for OHHS alumni and parents who own and/or operate businesses to develop and implement programs within their business that will give back to the school. Chris Cusimano, Lindsay LoBello Sapienza, Denise Leckey, Jessica Gabel-Glanert and the rest of the Homes by Cusi team contribute 10% of their profits of each home sale from any current or former OHHS student or student's family back to the school. Further, Dan Caner, owner of Caner Impact Windows, has also agreed to contribute 10% of his OHHS affiliated profits back into the school. The ultimate goal is to create a reoccurring revenue stream to make sure that the high school has everything that they need to succeed from sporting equipment to internships to fund-raising partners and everything in between².

According to PeopleSoft, Jimmy Peterkin has been employed by the School District since July 1, 1986. Peterkin has been employed as a School District Business Partnership Coordinator since July 1, 2018.

According to PeopleSoft, Frank D'Annunzio has been employed by the School District since August 13, 1997. D'Annunzio has been employed as the Assistant Principal of Olympic Heights High School since August 4, 2007.

According to PeopleSoft, Christopher Holly has been employed by the School District since August 16, 1993. Holly has been employed as an Athletic Director at Olympic Heights High School since July 1, 2017.

² This information was obtained from the Olympic New Heights Facebook page

ALLEGATION 1

It is alleged that Kelly Mills Burke violated School Board Policy 7.151,2.a. Business Partnership Recognition – Fence Screens by allowing the use of the Olympic Heights campus for the purpose of filming a YouTube ad, therefore entering into a Partnership with Caner Impact Windows, Homes By Cusi and The Olympic New Heights Facebook Group without following proper procedure of filling out a District Partnership Form (Form 1570). *(A Business Partnership Agreement form ([PBSD 1570](#)) must be used to document all partnerships as well as any screens posted to recognize sponsor donation revenue. A copy of this form is incorporated herein by reference as part of this policy and can be located on the [District's forms web page](#). Only the Principal and Regional Superintendent are authorized to approve a business partnership. This authority may not be delegated to any other party, including the PTA, PTSA, booster club, or school foundation).*

COMPLAINANT INTERVIEW

On May 25, 2021, the OIG Investigations Unit received a complaint via the Ethical Advocate Hotline. The following represents actual and paraphrased statements made by “Fung” as it relates to the Allegation:

The complainant Mr. Charles Ho Fung, alleged that he was invited to join a Facebook page for Olympic Heights High School, The Facebook group name is Olympic New Heights. The complainant advised, there was a YouTube video on the site for a real estate company advertising their business and saying that 10% of the proceeds would go to the school. The video was shot on school property, and there was a teacher in the video but it's not clear if she works at Olympic Heights or not. On, Tuesday November 30, 2021, The OIG reached out to Ho Fung to inquire if there was any additional information to add and there was no relevant information to add.

WITNESS INTERVIEW[S]

On September 23, 2021, a sworn recorded interview of a School District Business Partnership Coordinator Jimmy Peterkin was conducted at the Communications Department in Boynton Beach, FL. The following represents actual and paraphrased statements made by “Peterkin” as it relates to the Allegation:

Peterkin stated, an education partnership is a mutually cooperative relationship between a business and a District school or work unit in which the partners share values, objectives, and/or human or financial resources to enhance learning for District students. Typically, business partnerships usually start at the school level. “All decisions associated with establishing collaborative engagements are at the discretion of the school principal.”

Peterkin stated that there is a procedure in place for District Partnership Agreements. The procedure that a business would normally take is to contact the schools' Principal

secretary, introduce themselves and let the Principal know that they (the business) are interested in supporting their school, either through monetary contributions, materials, equipment, scholarships, etc. Once that occurs then typically an appointment is set up with the school's Business Partnership Coordinator who represents the school. They are responsible for sitting down with the business to determine what type of resources they have and if those resources are meaningful and if they foster the needs of the school. It has to be a targeted engagement. The business is questioned to determine whether or not they are an appropriate or inappropriate business per District Policy 7.151.

The Principal may designate the Principal's Secretary, PTA, a teacher or Guidance Counselor to be the Business Partnership Coordinator (a go between the community and the school as it relates to the engagements that support the school's improvement plan or activities during the course of the school year).

The Principal has the authority to enter in to an agreement with the business. The Principal may call Peterkin at any time for advisement as they are aware of his position because he teaches training at the District's Leadership Meetings.

Peterkin stated that an E-Business agreement (School District Form 1570) is required to be in Partnership with a school or the School District itself. If there is no document on file it is an unofficial engagement. School District Policy 7.151 requires that all organizations wishing to support public education or provide resources, must complete a business partnership agreement form to establish the scope of engagement, but more so to register with the District so that the District would know who these organizations are.

Peterkin stated that a District IQ Data Management file is the depository for all approved established agreements between schools and departments with local businesses and organizations that are involved in supporting public education. If there is a school that gets involved with a business, and it is handled through the proper protocol, then that agreement would be entered in the IQ data management file. A copy of all approved eBusiness Partnership (eBP) Agreements by Principals/Department Heads are stored in the District IQ Data Management System at the Corporate level. Liquid Office notifies Peterkin with a completion message once an eBP agreement approval is completed. A PDF copy with the Principals signature and the business signature indicating there is a collaborative engagement between the school and the organization within district policy is then entered into the District IQ Management.

Peterkin stated that Olympic Heights has no Business Partnership Agreements with Homes by Cusi on file with the Department of Communication. Peterkin in his official capacity feels that based on SB Policy 7.151, Olympic Heights was required to have a partnership agreement with Olympic New Heights. Peterkin stated that any entity seeking the opportunity to provide a resource should have a pathway for funds to go back into the school. Entity's must register as a partner in education to support Olympic Heights. Having a partnership agreement in place would capture the scope of the engagement and the reciprocal give back if any.

On October 19, 2021, a sworn recorded interview of Olympic Heights High School Assistant Principal Frank D'Annunzio was conducted at Olympic Heights High School in Boca Raton, FL. The following represents actual and paraphrased statements made by "D'Annunzio" as it relates to the Allegation:

D'Annunzio stated that the owners of Caner Impact Window and Doors and Homes by Cusi are former alumni of Olympic Heights. D'Annunzio stated, "I'm an oddity that I have been at a school for so long, so I know a lot of the kids that are now grown adults and have businesses". Caner owner of Caner Impact Windows and Doors reached out to Holly and said he would like to give back to the school and get his business seen out there. In so doing, he worked with Athletic Director Holly and purchased signs and banners for the gym and the stadium. D'Annunzio stated they also do the same with other local businesses seeking to get recognition for their business by buying a banner or sign for the community to see while at a game.

D'Annunzio stated that Caner introduced him to Cusimano and they discussed getting other alumni involved to increase morale. More people at the games means more ticket sales and more ticket sales equals more money for the football team or whatever it may be. Cusimano and Caner have in the past set up a table at games giving away t-shirts and bull horns to students. In theory they would set up a table, speak to parents, and give out their business information and if they make any sales from those connections, they will give 10 percent of their profit/commission to the school. "We were all on board, and they agreed they will give it in the form of a donation. No transactions have happened yet, but it would be passive income for our Athletic Department even if it happened infrequently. We have been trying to get the alumni involved in donating to the school. The team said let us help you with that because they stay in touch with their former classmates."

D'Annunzio stated that he was with Cusimano and the other guest while they were filming in the mall area of the school, however it was Holly that escorted them to the other locations. D'Annunzio stated that the video was proofed by Burke, Holly and himself as they wanted to make sure it was done professionally and to make sure there were no students in the video. He also stated that no District Partnership Agreement was done because he was not sure that it was a partnership because nothing was being required of the school. D'Annunzio did not feel that having them film at Olympic Heights was something that was required of him.

D'Annunzio stated that he and Mr. Holly work hand in hand and they both were in the meetings that they had with Caner and Cusimano. Cross-country Mortgage was referred by Cusimano, and they donated to help pay for the Volleyball Officials for this past season. "We discussed that we would try to see how things go for this school year and after that we can all agree, discuss, or part ways." D'Annunzio said he will contact Claudia Shea the Director of Communications to get advice on Partnership Agreements.

On October 19, 2021, a sworn recorded interview of Olympic Heights High School Athletic Director Christopher Holly was conducted at Olympic Heights High School in Boca Raton, FL. The following represents actual and paraphrased statements made by “Holly” as it relates to the Allegation:

Holly stated that Caner Impact Window and Doors and Homes by Cusi are former alumni with businesses that reached out to find out ways to help the school. Holly said they initially approached him with the idea. Holly said that no District Partnership Agreement was filled out with the group because nothing was required of Olympic Heights High School after the filming of the video.

Holly stated that the only partnership agreement that he has filled out was with Caner Impact Window and Doors for a sign on Lyons Road in 2019. Holly said the video was filmed on campus when no students were present. He thinks it was a teacher work day, but cannot recall the specific date. The group checked in through the office and received badges to be on campus. The group was observed on the YouTube video wearing Olympic Heights visitor badges.

Holly stated that he did not consult with the District’s Partnership Office. Holly stated that they wanted to make a donation and that he had no control over their Facebook group or page. Holly stated that the group approached him with the intention of getting all the alumni involved with helping the school to alleviate some of the pressure from the Pandemic. Two donations have been given, \$6,000 from Cusimano and \$4,300 from Cross-country Mortgage to help pay the referees. Cross Country Mortgage is a business contact of Cusimano. Cross-country Mortgage requested that the \$4,300 be donated to football. Cusimano donated \$6,000 for banners. Holly was unaware if this was related to home sales.

Holly stated that whenever donations come in, he always asks the donor where they specifically want the money to go. If there are no specifics, the donations will go to general athletics. The \$4,300 was applied to this school year and the \$6,000 was last school year.

SUBJECT INTERVIEW[S]

On October 19, 2021, a sworn recorded interview of a Olympic Heights High School Principal Kelly Mills Burke was conducted at Olympic Heights High School in Boca Raton, FL. The following represents actual and paraphrased statements made by “Burke” as it relates to the Allegation:

Burke stated that she is not aware of a partnership with Caner Impact Windows and Doors or Homes by Cusi, and all that she is aware of is that they have made donations. Burke stated that her Athletic Director and Assistant Principal over Athletics know all the specifics.

Burke stated that the group does not have a contract and that they just want to give back as alumni of Olympic Heights. Burke stated that it is her understanding they approached

her Athletic Director and Assistant Principal over Athletics to be able to give back to Olympic Heights. Burke stated, "Our school has nothing to do with the Olympic New Heights Facebook Page."

Burke stated that she has not contacted the District Partnership office to inquire if Homes by Cusi and Caner Impact Windows and Doors are business partners of the District. Because Cusi and Caner were not requesting anything of Olympic Heights High School, Burke felt it was not an agreement. Burke stated she did not consider the group filming on campus to be something that the group was asking of Olympic Heights. Burke stated in fact, their intention was to give back to Olympic Heights.

Burke stated she was not present when the group was filming. Burke stated that she was not made aware of a video being filmed on campus until after it was done. She was made aware by Holly and D'Annunzio. Burke stated it was five or six alumni and she thought it was harmless. Burke said the group checked in through the office and there were no students on campus.

Burke produced deposits from Cross Country Mortgage and Cusimano. Burke stated that Holly and D'Annunzio usually come to her for approval for things like this, but this was all during Covid, so she is not sure.

Burke stated that this was a donation and not a fundraiser. She said Olympic Heights did not do anything for the companies.

RECORDS ANALYSIS

Exhibit 1: School District Policy 7.151, Business Partnership Recognition – Fence Screens

Exhibit 2: 4/20/21 Monies Collected Report provided by Principal Kelly Mills Burke

Exhibit 3: 8/4/21 Monies Collected Report provided by Principal Kelly Mills Burke

On November 15, 2021, OIG staff reviewed the above listed documents provided by Principal Burke. The review disclosed the following:

A review of School Board Policy 7.151 (**Exhibit 1**), revealed that in accordance with the Policy, a Business Partnership Agreement form (PBSD 1570) must be used to document all partnerships as well as any screens posted to recognize sponsor donation revenue.

CONCLUSION

During the course of the investigation, the OIG reviewed information that appeared to indicate Mills Burke violated School Board Policy 7.151,2.a. Business Partnership Recognition – Fence Screens by allowing the use of the Olympic Heights campus for the purpose of filming, therefore entering into a Partnership with Caner Impact Windows and Doors, Homes By Cusi, and The Olympic New Heights Facebook Group without following the proper procedures of filling out a District Partnership Form (Form 1570). According

to the Policy, “A *Business Partnership Agreement form (PBSD 1570)* must be used to document all partnerships as well as any screens posted to recognize sponsor donation revenue. A copy of this form is incorporated herein by reference as part of this policy and can be located on the [District's forms web page](#). Only the Principal and Regional Superintendent are authorized to approve a business partnership. This authority may not be delegated to any other party, including the PTA, PTSA, booster club, or school foundation.”

Based on the testimony obtained and the records reviewed, the OIG determined that Burke violated Palm Beach County School District Policy 7.151.2.a. by failing to follow proper procedure of signing School District Form 1570.

The OIG determined that the allegation that Olympic Heights High School Principal Burke did not follow the District’s Business Partnership Recognition – Fence Screens policy was **Substantiated**.


ADDITIONAL INFORMATION

The OIG reviewed School Board Policy 2.54 Filming on School District Property which was revised on July 28, 2021 and was not applicable at the time of filming. This policy could be applicable in the scope of the video currently being advertised as having affiliation with and being endorsed by Olympic Heights High School. The OIG requested that Mrs. Mills-Burke to reach out to Cusimano to ask that he take down the video from the YouTube platform.

The evidentiary standard used by the School District of Palm Beach County OIG in determining whether the facts and claims asserted in the complaint were proven or disproven is based upon the preponderance of the evidence. Preponderance of the evidence is contrasted with “beyond a reasonable doubt,” which is the more severe test required to convict a criminal and “clear and convincing evidence,” a standard describing proof of a matter established to be substantially more likely than not to be true. OIG investigative findings classified as “substantiated” means there was sufficient evidence to justify a reasonable conclusion that the actions occurred and there was a violation of law, policy, rule, or contract to support the allegation. Investigative findings classified as “unfounded” means sufficient evidence to justify a reasonable conclusion that the actions did not occur and there was no violation of law, policy, rule, or contract to substantiate the allegation. Investigative findings classified as “unsubstantiated” means there was insufficient evidence to justify a reasonable conclusion that the actions did or did not occur and a violation of law, policy, rule, or contract to support the allegation could not be proven or disproven.

ATTESTATION

I, the undersigned, do hereby swear, under penalty of perjury, to the best of my personal knowledge, information, and belief, the contents of this report are true and accurate; and I have not knowingly or willfully deprived or allowed another to deprive, the subject of the investigation of any rights contained in Sections 112.532 and 112.533, Florida Statutes. This investigation was conducted pursuant to School District Policy 1.092, Inspector General, and in accordance with applicable Principles and Standards for Offices of Inspectors General as published by the Association of Inspectors General.



Angela Feaman, Investigator

**STATE OF FLORIDA
COUNTY OF PALM BEACH**

Sworn to (or affirmed) and subscribed before me this 28 day of February, 2022, by Angela Feaman, Investigator for the School District of Palm Beach County, Office of Inspector General, who is personally known by me.



Signature of Notary Public

Notary Public or Law Enforcement Officer



This investigation was conducted by Angela Feaman, supervised and approved by Inspector General Teresa Michael. The investigation was conducted in accordance with guidance from the Association of Inspectors General handbook and within standards as prescribed by Commission for Florida Law Enforcement Accreditation.

Supervised by:  Date: 3/1/2022
Oscar Restrepo, Director of Investigations

Approved by:  Date: 3/1/22
Teresa Michael, Inspector General

EXHIBIT LIST

- School District Policy 7.151, Business Partnership Recognition Exhibit 1
- 4/20/21 Monies Collected Report provided by Principal Kelly Mills Burke... Exhibit 2
- 8/4/21 Monies Collected Report provided by Principal Kelly Mills Burke..... Exhibit 3
- 20 Day Response Letter provided by Principal Kelly Mills-Burke.....Exhibit 4

DISTRIBUTION LIST

Action Official Distribution:

- Vicki Evans-Pare, Director, Employee and Labor Relations
- Kelly Mills Burke, Principal, Olympic Heights High School

Information Distribution:

- Palm Beach County School Board Members
- Michael J. Burke, Superintendent
- Audit Committee Members
- Shawntoyia Bernard, General Counsel
- Randy Law, OIG Audit Director
- Robert Bliss, OIG Compliance Officer
- OIG File



Book School Board Policies
 Section Ch. 7. Facilities and Operations
 Title Business Partnership Recognition - Fence Screens
 Code 7.151
 Status Active
 Adopted January 12, 2011
 Last Revised September 6, 2017

Activity #: 22-0001-I
 OIG Staff: Ferman
 Date Rec'd: 5/26/21 Pages: 1 of 3
 Rec'd:
 Redacted: Yes No N/A Req'd TBD
 Exhibit/Reference #: 1

Policy 7.151 - Business Partnership Recognition - Fence Screens

1. Purpose

The District recognizes that athletic sponsors and other business partners provide a vital role in sponsorship of key programs within our schools. As such, schools have increased needs to visibly recognize these partners in the community. The purpose of this policy is to develop guidelines for schools to recognize their business partners through the display of fence screens without negative impact to the District.

2. Policy Statement

In the interests of community aesthetics and in consideration of local ordinances that may prohibit or restrict banners and advertising, these uniform standards have been developed. By permitting the recognition of business partners on school campuses, it is not the intent of the School Board to create or open any Palm Beach County School District school, school property or facility as a public forum or a limited public forum for expressive activity, nor is it the intent of the School Board to create a venue of forum for the expression of political, religious, or controversial subjects which are inconsistent with the educational mission of the School Board or which could be perceived as bearing the imprimatur or endorsement of the School Board. It is the intent of the School Board to make use of a limited portion of its property in order to recognize support from business partners for school programs and activities.

- a. Business partners must be an individual, a corporation, partnership or other legal entity organized under Florida Law or the laws of another state and authorized to do business in the State of Florida. Entities not meeting the business partner definition set forth in the previous sentence shall not be recognized on fence screens. A Business Partnership Agreement form (PBSD 1570) must be used to document all partnerships as well as any screens posted to recognize sponsor donation revenue. A copy of this form is incorporated herein by reference as part of this policy and can be located on the [District's forms web page](#). Only the Principal and Regional Superintendent are authorized to approve a business partnership. This authority may not be delegated to any other party, including the PTA, PTSA, booster club, or school foundation.
- b. Because the screens are not considered advertising, the business partner must be informed and fully understand and agree that any funds provided to the school are considered donations. All business partners must acknowledge that the business partner has no contractual rights with regard to the location or length of time that the screen is displayed. Business Partnership Agreements shall not exceed a single school year (July 1 - June 30), but may be annually renewed year to year provided the business partner and screen continues to meet all applicable criteria.
- c. Screens may be removed for any reason including, but not limited to: safety, regulatory requirements, weather events, damage or wear, etc., or no reason, in the sole discretion of the Superintendent which may be for cause or convenience.
- d. Screens must not be placed on Municipal or County property; only on School Board-owned property.

- e. Fence screens must be removed prior to tropical storms or a hurricane event, at the time a Storm Watch is declared. If the fence screen becomes torn or detached from the fence, the Principal shall ensure that it is repaired in a timely fashion.
- f. Any fence screens to be mounted on exterior fences must involve consultation with (i) School Police regarding any potential safe-sight concerns, and (ii) the Planning Department to determine if there are any municipality-specific Interlocal Agreements (currently Boca Raton is the only municipality with such an agreement), regulations or prohibitions.
- g. In keeping with the express purpose of this Policy not to create or open schools as a public forum or limited public forum for expressive activity, Principals, with concurrence of the Regional Superintendent, shall make a determination as to whether to recognize individual business partners with a fence screen using the following criteria: (1) that the business partner is consistent with the educational mission of the School Board, (2) that the business partner is consistent with the District and community values, and (3) that the business partner is appropriate for the age group represented at the school. Additionally, the Principal reserves the right to refuse to recognize a business partner by displaying a recognition screen or remove the recognition screen for any business partner if it is determined or perceived by the Principal that the business partner and/or its affiliate is inconsistent with the educational mission of the School Board or it has or is likely to cause a disruption in the operation of the school. Examples of inappropriate business partner fence screen recognitions include, but are not limited to: churches; organizations which as its primary function furthers, promotes or seeks to establish a religious tenet or position about religion or spirituality, including agnosticism, atheism, or satanism; persons seeking political office; organizations which as its primary function furthers, promotes or supports political causes; organizations that primarily sell goods or services which are illegal if possessed by or sold to a minor; adult entertainment establishments; organizations whose primary source of revenue is generated from the sale or distribution of alcoholic beverages or tobacco products; tattoo parlors; pain clinics; organizations soliciting addicts; and organizations which as its primary function furthers, promotes or supports controversial subjects or is otherwise inconsistent with this Policy.
- h. School marquees, whether electronic or manual, shall not be used to advertise or permanently reference business partner recognition; however, they may be used on a limited/infrequent basis to thank a business partner for a specific one-time support of an event or donation to the school for a specific project.
- a. In the unincorporated areas, the design standards set forth below in Paragraph 3 are also established by Chapter 2015-201, Laws of Florida approved by the Florida Legislature in 2015. School center staff can determine whether they are located in the unincorporated area by visiting the Planning department's website and clicking on Find My Public Official (The column titled Municipality will show as Unincorporated.)
- j. Nothing herein precludes negotiation of customized standards with an individual Municipality or with the County via an Interlocal Agreement in coordination with the Planning staff.

3. Design Standards

Business partnership recognition screens may be displayed on athletic fields, gymnasiums, the interior or exterior side of perimeter fences on a school campus and other appropriate locations as determined by the Principal. Screens placed along a residential road with houses or other residential dwellings fronting across the street, must cover no more than 50% of the fence frontage. Any method of recognition of business partners on fence screens shall meet the following standards:

- a. The text must be printed on fence wind screens placed on fences to camouflage the chain link. For safety in high winds, screens are recommended at 85 closed mesh material for wind resiliency.
- b. The fence screens must all be uniform in size and color. The suggested size coincides with the height of the fence, up to a maximum of 6' high and width of each panel 10' wide. Only two colors may be selected (for example, school colors). The background/screen color and font color used on all screens must be consistently the same color and font style to ensure uniformity. Font size must not exceed 8".
- c. Side-by-side fence screens shall not be used to create larger screens for a single business partner.
- d. Screens must be placed side-by-side (abutting one another), at a uniform height, aligned with the top rail of the fence, for a neat uniform appearance.

Activity #: 20-0001-I
 The fence screen shall contain only the following: (1) the name of the business partner; (2) the business partner's phone number and/or website URL; (3) the recognition message (Suggested language is: "Thank you to our Business partner" or "This school is supported by"); and (4) the business's logo, in conformance with section 3.f. and 3.g. below. The fence screen may not contain any additional information or message,
 Redacted: Yes No N/A Req'd TBD
 Exhibit/Reference #: A
<https://go.boarddocs.com/fl/palmbeach/Board.nsf/Public#>

including but not limited to location, address, hours of operation, business partner's slogan or announcement of a special offer or event promoted by the business partner.

- f. No photographs shall be included on the screens. The business logo may be displayed in the upper left corner of the screen, but it must be no larger than 18" by 18" in size, and may use the business partner's standard corporate colors for the logo only, or in the same color as the font used for the other printed text on the screen.
- g. Any logo, business name or any other information included on a screen or banner shall not contain any religious symbol or vulgar or obscene symbol or message.
- h. Unless purchased by the business partner as stated below, the school must utilize the District's bid awarded vendor for fence wind screens and follow the District procedures to place an order with the vendor. Prices vary by screen size and quantity of order. The amount donated by the business partner must exceed the District's cost and provide adequate funding for an important program or activity at the school. As an alternative, the business partner may purchase a fence screen from the vendor of their choice, provided that the applicable design provisions of this policy are followed.
- i. Any banners or screens hung in areas not substantially visible from outside the campus are exempt from Sections 3.a. through 3.f. of these design standards. However, all other provisions of this Policy apply. In addition, these design standards do not apply to temporary signs concerning school related events or temporary directional signage permitted pursuant to a facility lease under Board Policy 7.18.

RULEMAKING AUTHORITY: Fla. Stat. §§ 120.81(1); 1001.32(2) 1001.41(2); 1001.42(25); 1001.43(4)

LAWS IMPLEMENTED: Fla. Stat. §§ 1001.42(11); 1001.43(4) & (5), 1001.51(4)

HISTORY: 1/12/2011; 9/6/2017

Activity #: 22-0001-I
 OIG Staff: Feaman
 Date Rec'd: 5/26/21 Pages: 3 of 3
 Rec'd: _____
 Redacted: Yes No N/A Req'd TBD
 Exhibit/Reference #: 1

Summary for: Athletics-All Season Sports Pass
Cat. #: 1-0010.02

Contact Person: Chris Holly

Date	Transaction	Description	Debit	Credit	Cleared
04/20/2021	Deposit 1672	SALES		\$6,000.00	<input checked="" type="checkbox"/>
04/29/2021	Transfer 2180	SPONSOR USED WRONG ACCOUNT ON DEP OF 4/20	\$6,000.00		<input checked="" type="checkbox"/>

Opening Balance: \$0.00 Category Balance: \$0.00 \$6,000.00 \$6,000.00

Grand Totals:

Opening Balances: \$0.00 Category Balances: \$0.00
\$6,000.00 \$6,000.00

Activity #: 22-0001-I
OIG Staff: FEAMAN
Date Rec'd: 10.19.21 Pages: 2 of 4
Rec'd: Wells Fargo Bank
Redacted: Yes No N/A Req'd TBD
Exhibit/Reference #: 2

2020-2021

<u>Date</u>	<u>Transaction</u>	<u>Category</u>	<u>Description</u>
04/29/2021	Transfer 2180	Athletics-Banner Sales 1-0010.01	SPONSOR USED WRONG ACCOUNT ON DEP OF 4/20

<u>Debit</u>	<u>Credit</u>	<u>Total</u>	<u>Clear Date</u>
\$0.00	\$6,000.00	\$6,000.00	

Grand Total: \$0.00 \$6,000.00 Balance: \$6,000.00

Activity #: 22-0001-I
 OIG Staff: [Signature]
 Date Rec'd: 10.19.21 Pages: 3 of 4
 Rec'd: [Signature]
 Redacted: Yes No N/A Req'd TBD
 Exhibit/Reference #: 2

Summary for: Athletics-Banner Sales

Cal. #: 1-0010.01

Contact Person: Chris Holly

Date	Transaction	Description	Debit	Credit	Cleared
10/19/2020	Check 43939	FLAGCRAFT, INC. COST OF BANNER Inv# 92967	\$128.00		<input checked="" type="checkbox"/>
10/19/2020	Transfer 2154	SHOULD HAVE BEEN DEPOSITED TO BANNER FUNDRAISER ACCOUNT		\$2,200.00	<input checked="" type="checkbox"/>
10/19/2020	Transfer 2154	SHOULD HAVE BEEN DEPOSITED TO BANNER FUNDRAISER ACCOUNT		\$950.00	<input checked="" type="checkbox"/>
11/04/2020	Deposit 1633	BANNER		\$3,410.00	<input checked="" type="checkbox"/>
11/04/2020	Check 43977	FLAGCRAFT, INC. FUNDRAISER/BANNERS Inv# 93267, 93309, 93310	\$1,376.00		<input checked="" type="checkbox"/>
11/27/2021	Deposit 1653	BANNER SALES		\$1,200.00	<input checked="" type="checkbox"/>
12/09/2021	Deposit 1657	BANNER SALES		\$2,150.00	<input checked="" type="checkbox"/>
12/23/2021	Check 44160	FLAGCRAFT, INC. FUNDRAISER Inv# 94053	\$256.00		<input checked="" type="checkbox"/>
1/4/2021	Transfer 2180	SPONSOR USED WRONG ACCOUNT ON DEP OF 4/20		\$6,000.00	<input checked="" type="checkbox"/>
1/5/17/2021	Deposit 1680	SALES		\$1,800.00	<input checked="" type="checkbox"/>
1/5/20/2021	Check 44311	FLAGCRAFT, INC. BANNER Inv# 94546	\$256.00		<input checked="" type="checkbox"/>
1/6/01/2021	Transfer 2208	YEAR END CLOSE OUT	\$15,694.00		<input checked="" type="checkbox"/>
Opening Balance: \$0.00			Category Balance: \$0.00	\$17,710.00	\$17,710.00

Grand Totals:

Opening Balances: \$0.00	Category Balances: \$0.00	\$17,710.00	\$17,710.00
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Activity #: 22-0001-I
 OIG Staff: FERMAN
 Date Rec'd: 10.19.21 Pages: 4 of 4
 Rec'd: Kelly Mills Duke
 Redacted: Yes No N/A Req'd TBD
 Exhibit/Reference #: 2

Activity #: 20-0001-I
OIG Staff: FEAMAN
Date Rec'd: 10.19.21 Pages: 2 of 2
Rec'd: Kelly Mills Pzuko
Redacted: Yes No N/A Req'd TBD
Exhibit/Reference #: 3

THE FACE OF THIS CHECK IS PRINTED GREEN. THE BACK CONTAINS A SIMULATED WATERMARK.



5850 Miller Rd
Brecksville, OH 44141
440-845-3700

Chase - Operating

Check Number: 116288

August 3, 2021 Amount: \$*****4,380.00

****FOUR THOUSAND THREE HUNDRED EIGHTY AND 0/100 US DOLLARS

Pay to the Order of: OLYMPIC HEIGHTS HIGH SCHOOL
20101 LYONS ROAD
BOCA RATON, FL 33434

VOID AFTER SIX MONTHS

⑈00116288⑈ ⑆044000037⑆ 800408747⑈

Response to SDPBC - DRAFT OIG report #22-0001-I
Submitted by Kelly Burke, Principal, OHHS
February 23, 2022

February 23, 2022

Teresa Michael, Inspector General
Office of Inspector General
School District of Palm Beach

Dear Inspector Michael,

I am in receipt of the February 11, 2022, School District Palm Beach County - Office of Inspector General's DRAFT report (#22-0001-I) regarding installation of the fence screens at Olympic Heights High School. Said DRAFT substantiates the OHHS principal's non-compliance with SDPBC School Board policy 7.151 (Business Partnership Recognition – Fence Screens) requiring principal signature authorization for fence screens.

Response: The Draft report is so noted and all efforts will be made going forward to adhere to SB 7.151. There was no intent to ignore the 'letter' of SB 7.151 requirement. In fact, the 'spirit' of OHHS's business partnership is well established in the fact that six OHHS alumni were responsible for the recommendation and fund raising to underwrite the fencing project. I applaud their school loyalty and desire to promote OHHS. Public education is the beneficiary.

A final thought for the record: Olympics Heights High School is a large comprehensive high school with a very diverse population. As principal I am singularly focused on raising student achievement (OHHS is A-rated) and keeping our campus safe which requires minute to minute diligence.

Activity #: 22-0001-I
OIG Staff: FEAMAN
Date Rec'd: 2/28/22 Pages: 2
Rec'd: Kelly Mills-Burke
Redacted: Yes No N/A Req'd TBD
Exhibit/Reference #: A

Under my supervision, I do delegate many of the operational responsibilities. I do not offer this as excuse – just the reality of running a comprehensive high school.

Sincerely,

Kelly Burke

Kelly Mills-Burke, Principal
Olympic Heights High School

cc: Frank Barbieri, Chair, SDPBC School Board
Mike Burke, Superintendent
Shawntoyia Bernard, General Counsel
Vicki Pare' Director, Employee Labor Relations
Pete Licata, Regional Superintendent
Art Johnson, PBSAA

Activity #: 22-0001-I
OIG Staff: Ferman
Date Rec'd: 2/28/22 Pages: 2
Rec'd: Kelly Mills Burke
Redacted: Yes No N/A Req'd TBD
Exhibit/Reference #: A