

REGULAR SCHOOL BOARD MEETING

GADSDEN COUNTY SCHOOL BOARD
MAX D. WALKER ADMINISTRATION BUILDING
35 MARTIN LUTHER KING, JR. BLVD.
QUINCY, FLORIDA

July 24, 2018

Immediately Following Tentative Budget Hearing at 6:00 P.M.

This meeting was open to the public and electronically recorded.

The following Board members were present: Mr. Steve Scott, Chairman; Mr. Tyrone D. Smith; Mrs. Audrey D. Lewis; Mr. Charlie D. Frost; and Mr. Isaac Simmons. Also present were Mr. Roger P. Milton, Superintendent and Secretary to the Board; Mrs. Deborah Minnis, Attorney for the Board; and others.

1. CALL TO ORDER

The meeting was called to order by the Chairman, Mr. Steve Scott, at 6:05 p.m.

2. OPENING PRAYER

The opening prayer was led by Elder Allen Jones, Pastor of Neals Temple Holiness Church.

3. PLEDGE OF ALLEGIANCE

Recited in unison.

4. RECOGNITIONS

Mr. Milton recognized Mrs. Pauline West, Human Resource Director. He stated that the district had received no findings from the Title I Audit. He acknowledged Mrs. Wood and the Finance Department for their dedication and hard work. He also acknowledged Mrs. Tammy Farlin, Area Director for Elementary Schools, Dr. Sylvia Jackson, Area Director for Secondary Schools, all the schools on their improvement of grades, students and parents.

Dr. Sylvia Jackson presented the Superintendent and Board with the district's five year AdvancEd Accreditation Certificate. She stated that each school received a Certificate of Accreditation from AdvancEd.

Mr. Milton stated presentations will be at each school site to receive their AdvancEd Certificate of Accreditation.

Mr. Frost recognized the Superintendent and Board members.

Mr. Simmons recognized Mrs. Carolyn Harden and the Head Start PreK programs. He stated that he was concerned about expanding the Head Start PreK programs. He commended Mrs. Harden and her staff for receiving no findings in their recent audit

Mrs. Harden stated that funding was an important factor to expanding the Head Start PreK programs. She stated that more three year olds are being served. She stated that Head Start PreK enrollment has increased at Chattahoochee Elementary School and George W. Munroe Elementary School. She recognized Ms. Shakiriya Gilcrease with the Head Start PreK Office.

Mr. Milton stated that Head Start PreK Parent meetings will be held at the various schools on July 25th and 26th. He stated that the district was advocating for parents to put an interest in their child's education. He encouraged parents to demand teachers to do what they are supposed to do for students.

Mr. Smith acknowledged everyone for their dedication and hard work to the district. He encouraged everyone to promote the positive things in the district.

Mr. Scott stated that the district rose through adversity. He welcomed students and staff back to the district. He thanked Elder Allen Jones for the prayer.

ITEMS FOR CONSENT

Mr. Scott entertained a motion to approve the remaining consent agenda. The motion was made by Mr. Tyrone D. Smith, seconded by Mrs. Audrey D. Lewis and carried unanimously.

5. REVIEW OF MINUTES

a. June 26, 2018, 4:30 p.m. – School Board Workshop

c. July 10, 2018, 6:00 p.m. – Special School Board Meeting

ACTION REQUESTED: The Superintendent recommended approval.

6. PERSONNEL MATTERS (resignations, retirements, recommendations, leaves of absence, terminations of services, volunteers, and job descriptions)

a. Personnel 2017 – 2018

ACTION REQUESTED: The Superintendent recommended approval.

b. Personnel 2018 – 2019

ACTION REQUESTED: The Superintendent recommended approval.

7. AGREEMENT/CONTRACT/PROJECT APPLICATIONS

a. Purchase Orders

Fund Source: General Fund 1100 Fund
Amount: \$398,535.33

ACTION REQUESTED: The Superintendent recommended approval.

b. Approval of Agreement with Lamier Technical Services

Fund Source: Federal
Amount: \$66,000.00

ACTION REQUESTED: The Superintendent recommended approval.

- c. Agreement Between Cumberland Therapy Services, LLC and Gadsden County School Board

Fund Source: IDEA
Amount: \$61.00 per hour

ACTION REQUESTED: The Superintendent recommended approval.

- d. Contracted Music Therapy with Hakeem Leonard, MT-BC of Healing Hearts

Fund Source: IDEA
Amount: \$25,000.00

ACTION REQUESTED: The Superintendent recommended approval.

- e. Memorandum of Understanding – Elder Care Services Foster Grandparent Program and Gadsden County School Board

Fund Source: IDEA – Federal Funded
Amount: \$58,800.00 for ten months (\$5,880.00 per month)
\$6,000.00 for ten months (\$600.00 per month)

ACTION REQUESTED: The Superintendent recommended approval.

- f. Vision Services for Exception Students

Fund Source: FEFP Dollars
Amount: \$25,000.00 (est.)

ACTION REQUESTED: The Superintendent recommended approval.

- g. Gadsden County School District’s Mental Health Allocation Plan

Fund Source: Safe School Mental Health Assistance Allocation
Amount: \$207,536.00

ACTION REQUESTED: The Superintendent recommended approval.

- h. Crossroad Academy Charter School’s Mental Health Allocation Plan

Fund Source: Safe School Mental Health Assistance Allocation
Amount: \$27,000.00

ACTION REQUESTED: The Superintendent recommended approval.

9. SCHOOL FACILITY/PROPERTY

- b. Licensure Agreement Between Gadsden County Public Schools and Dude Solutions

Fund Source: 110 Fund
Amount: \$8,048.25

ACTION REQUESTED: The Superintendent recommended approval.

10. EDUCATIONAL ISSUES

- b. 2018 – 2019 Gadsden County’s Virtual Instruction Program Guidelines

Fund Source: N/A
Amount: N/A

ACTION REQUESTED: The Superintendent recommended approval.

ITEMS FOR DISCUSSION

Items preceded by an (*) asterisk were removed from the CONSENT agenda at the beginning of the meeting and acted upon during the DISCUSSION portion of the agenda.

*5. REVIEW OF MINUTES

- b. June 26, 2018, 6:00 p.m. – Regular School Board Meeting

In response to Mrs. Lewis’ concern regarding a status report on the following: retrofit doors at Greensboro Elementary School and Havana Magnet School, replacement of roof at James A. Shanks Middle School and cost to replace bleachers, HVAC replacement at Stewart Street Elementary School, and rewrapping the Parent RV; Mr. Hunter stated that bidding has to take place before retrofitting the doors, waiting on price quote for replacing the roof on building #2 at James A. Shanks Middle School, and a HVAC Tech is in training to help with HVAC problems in the district.

Ms. Rose Raynak stated that she was waiting on a quote for unwrapping the Parent RV.

In response to Mrs. Lewis’ concern regarding a discipline workshop, Mr. Simmons stated that a discipline workshop was needed. He stated that the district needs a strategic plan in place for discipline.

The Board scheduled a workshop on Tuesday, July 31st at 4:30 p.m. to discuss discipline; and a special meeting at 6:00 p.m.

Following discussion, Mrs. Audrey D. Lewis made a motion to accept the Superintendent’s recommendation to approve agenda item #5b. The motion was seconded by Mr. Tyrone D. Smith and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

*7. AGREEMENT/CONTRACT/PROJECT APPLICATIONS

- i. Gadsden County School Head Start Program 2018 – 2019 Refunding Application, Transportation Waiver, and Program Improvement Plan

Fund Source: Head Start
Amount: \$2,180,768.00

Mrs. Lewis requested an overview of the needs identified with the Head Start Program 2018 2019 Refunding Application, Transportation Waiver, and Program Improvement Plan.

Mrs. Carolyn Harden stated that there are a lot of great things going on in the Head Start Program. She stated that contracts are being formed with mental health consultants to assist with student behaviors. She stated that there is more involvement with community engagement. She stated that the Head Start Office will work more closely with the community. She stated that the focus will be placed on the continued success and planning for the Head Start Program.

Mrs. Lewis thanked Mrs. Harden for her dedication and hard work, and the monthly reports from Head Start.

Following discussion, Mrs. Audrey D. Lewis made a motion to accept the Superintendent's recommendation to approve agenda item #7i. The motion was seconded by Mr. Tyrone D. Smith and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

j. Special Programs and Procedures for Exceptional Student Education\

Fund Source: IDEA
Amount: N/A

Mrs. Lewis requested an update on changes to the Special Programs and Procedures for Exceptional Student Education.

Mrs. Sharon Thomas stated that the Special Programs and Procedures for Students with Disabilities are the policies, procedures, guidelines, mandates and laws that must be followed during the provision of services for Students with Disabilities. She stated that the procedures are being documented for multi-tiered reports. She stated that evaluations are being completed in a timely manner.

Following discussion, Mrs. Audrey D. Lewis made a motion to accept the Superintendent's recommendation to approve agenda item #7j. The motion was seconded by Mr. Tyrone D. Smith and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

*8. STUDENT MATTERS

a. Student Expulsion – See back-up material

CASE #117-1718-0051

Mr. Simmons stated that he was concerned about student #117-1718-0051 receiving mental health counseling and some type of intervention. He requested the Superintendent amend his recommendation for student #117-1718-0051 to include mental health counseling.

Mrs. Lewis thanked Dr. Sylvia Jackson for the monthly discipline reports for students attending Carter Parramore Academy and Hope Academy.

Mr. Milton made a recommendation to amend his recommendation for student #117-1718-0051 to be expelled to HOPE Academy for the entire 2018 - 2019 school year, and to receive mental health counseling.

Following discussion Mr. Isaac Simmons made a motion to accept the Superintendent's amended recommendation to expel student #117-1718-0051 to HOPE Academy for the entire 2018 - 2019 school year, and to receive mental health counseling. The motion was seconded by Mr. Tyrone D. Smith and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

*9. SCHOOL FACILITY/PROPERTY

- a. Stewart Street Elementary School Cafeteria AC Unit

Fund Source: 410 Fund
Amount: \$137,892.00

Following discussion, Mrs. Audrey D. Lewis made a motion to accept the Superintendent's recommendation to approve agenda item #9a. The motion was seconded by Mr. Tyrone D. Smith and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

- c. Request to Delete from Capital Assets and Sale via Auction or Salvage

Fund Source: Applicable Funds
Amount: \$229,953.00

Mrs. Lewis requested an overview of the capital assets to be deleted and the sale via auction or salvage.

Mr. Bruce James stated that the vehicles are non-useable and can be bid or auctioned.

In response to Mr. Simmons' request to have the mileage on the vehicles, Mr. James stated that all of the vehicles have mileage over 250,000.

Following discussion, Mrs. Audrey D. Lewis made a motion to accept the Superintendent's recommendation to approve agenda item #9c. The motion was seconded by Mr. Tyrone D. Smith and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

- d. Request to Delete and Dispose from Capital Assets – Furniture, Fixtures and Equipment and Sale via Auction or Recycling Co.

Fund Source: All Funds
Amount: \$504,781.59

Mrs. Lewis stated that she was concerned about the number of SMART Boards being deposited.

Mr. Bruce James stated that consideration has been given to selling the stands for the SMART Boards. He stated that the majority of the SMART Boards are from St. John Elementary School and Gretna Elementary School. He stated that the SMART Boards work by air and were damaged by pens. He stated that anything with a point can damage the SMART Boards. He stated that the district will not order this type of SMART Board in the future. He stated that the new SMART Boards will be damage resistance. He stated that technology is constantly changing.

Dr. Jackson stated that most teachers are using technology in the classrooms. She stated that the next step was to get the students to use technology in the learning process.

In response to Mrs. Lewis' concern about the music instructions, Mr. James stated that the music instruments are unusable due to being broken and banged.

Following discussion, Mrs. Audrey D. Lewis made a motion to accept the Superintendent's recommendation to approve agenda item #9d. The motion was seconded by Mr. Tyrone D. Smith and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

***10. EDUCATIONAL ISSUES**

a. 2018 – 2019 Controlled Open Enrollment Plan

Fund Source: N/A

Amount: Fiscal Impact Undetermined – based upon parent choice

Mrs. Lewis requested that the year be changed to 2018 – 2019 on the Controlled Open Enrollment Plan.

Following discussion, Mrs. Audrey D. Lewis made a motion to accept the Superintendent's recommendation to approve agenda item #10a with the year change to 2018 – 2019. The motion was seconded by Mr. Tyrone D. Smith and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

c Approval of 2018 – 2019 Code of Student Conduct

Fund Source: N/A

Amount: N/A

Mr. Simmons requested that an electronic version of the 2018 - 2019 Code of Student Conduct be added to the district's website.

Mr. Bruce James stated that the discipline committee met and everything seems to be in place for student discipline.

Mrs. Lewis requested that the Superintendent direct principals to conduct a parent meeting before recommending expulsion for a student.

Mr. Milton stated that he will discuss discipline issues with the directors, who will share with principals. He stated that the principals will address discipline issues with the teachers during pre-planning.

Following discussion, Mr. Isaac Simmons made a motion to accept the Superintendent's recommendation to approve agenda item #10c. The motion was seconded by Mr. Tyrone D. Smith and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

11. FACILITIES UPDATE

Mr. Hunter stated that there were some HVAC issues at some of the schools. He stated that the on-call program was working very well to assist with repairing HVAC issues. He stated that employees are being crossed trained. He stated that the maintenance ordering and inspection forms will be updated

Mr. Simmons stated that he was concerned about the length of time for evaluations to determine whether the lawn service was working for employees. He stated that there should be an evaluation program for in-house staff.

Mr. Hunter stated that an evaluation will be completed in six months to determine how the lawn service was working for staff.

Mr. Frost stated that he thinks the lawn service handled by the district staff will work because they have the top of the line equipment to work with.

12. EDUCATIONAL ITEMS BY THE SUPERINTENDENT

Mr. Milton stated that the Summer Teacher Academy will be held at West Gadsden Middle School July 30th to August 2nd. He stated that the Back to School Celebration and FAMU Rattler Scrimmage was scheduled for Saturday, August 11th at Corry Field. He stated that there was an interest to rebrand and re-establish the Gadsden Education Foundation. He stated that he was soliciting potential leaders to become the President of the Gadsden Education Foundation.

13. SCHOOL BOARD REQUESTS AND CONCERNS

Mr. Frost stated that he wanted all students to receive the help they need. He recognized Ms. Frances Harrell from Carter Parramore Academy. He encouraged everyone to visit Carter Parramore Academy. He stated that he was excited about FAMU Day. He stated that this will give students a chance to attend a FAMU game.

Mr. Smith stated that he was concerned about conforming a team to make up the Gadsden Education Foundation. He encouraged everyone to continue to work hard to get Gadsden from good to great.

Mr. Simmons stated that information should be shared with all employees at the beginning of the year on the guidelines, rules, and regulations. He stated that the Board needed to have a good conversation about the needs of the district. He stated that this year would be a great year for the Gadsden County School District.

Mr. Scott stated that there need to be counseling for every student who attend Carter Parramore Academy. He stated that counseling was also needed for students before they returned to their home school upon leaving Carter Parramore Academy and HOPE Academy. He encouraged the Board to do everything they could to ensure student success.

14. The meeting adjourned at 8:00 p.m.