

SCHOOL BOARD WORKSHOP

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

December 18, 2018

4:30 P.M.

This workshop was open to the public and electronically recorded.

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

1. Call to Order

The workshop was called to order by the Chairman, Mr. Steve Scott, at 4:30 p.m.

2. Financial Information

Mr. Hunter shared with the Board an update on the FEMA process. He stated that sometimes FEMA will pay above what the insurance company pay. He stated that the insurance company will pay before FEMA.

In response to Mrs. Lewis' request for principals to be involved in the evaluation process for custodial staff, Mr. Hunter stated that he was working with the principals in regards to staff evaluations. He stated that a checklist will be provided to staff and principals.

Mr. Milton stated that for a point of clarification custodial staff report to the principal.

Mrs. Lewis stated that Mr. Hunter should give input on evaluations for the custodial staff. She stated that a workshop was needed to discuss the Gretna Elementary School property and its acreage.

Mrs. Wood stated that bi-monthly meetings are held with FEMA consultants. She stated that the district must be governed by the Board's policies in order to compensate employees for overtime worked during Hurricane Michael. She stated that the district is working to be in full compliance with federal laws. She stated that payments for extra work during administrative leave are pending review of policies for leave. She stated that the district need policies to support paying employees for extra time beyond regular pay or FEMA will not reimburse. She stated that employees have submitted time and effort logs for their work hours during Hurricane Michael. She stated that the Skyward conversion was getting better. She stated that printing reports in Skyward are also getting better. She stated that the district was working diligently to gather plans for School Recognition monies.

Mr. Milton stated that the district will follow State Statute when disbursing School Recognition monies.

Mrs. Wood stated that Mr. Scott attended the exit conference for the Internal Funds Audit ending June 30th. She stated that a workshop will be held in January to discuss the FEFP Audit findings. She stated that the district will request and appeal process for audit findings involving students. She stated that the district has not received the 3rd calculation based on the October student survey. She stated that the debt service payment to SunTrust will be made this week. She stated that the Regular Board Meeting Agenda has an item request for a 3% salary increase for non-union employees. She stated that employee W2's will be ready in January.

Mr. Milton expressed his sympathy in the loss of employees, Ms. Deborah Alday, and Ms. Hazel Clove.

Mrs. Wood shared with the Board memories of Ms. Deborah Alday, School Food Service Manager at Gadsden Elementary Magnet School. She stated that Ms. Alday won the cook-off with her famous peach cobbler. She stated that Ms. Alday's peach cobbler was one of the best peach cobbler she has had.

Ms. Sharon Thomas stated that Ms. Clove was an ESE Paraprofessional for a long time. She stated that Ms. Clove had a battle with cancer.

Mr. Milton stated that the district provide breakfast and lunch for employees at a reduce cost, breakfast \$2.50 and lunch \$3.50. He stated that there was a possibility for the district to provide dinner for students. He stated that dinner may be open to adults for a small fee.

3. Discussion Items
 - a. Purchase Orders
 - b. Property Schedule for Insurance
4. School Board Requests and Concerns
5. The workshop adjourned at 5:46 p.m.