

## SCHOOL BOARD WORKSHOP

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

November 18, 2014

4:30 P.M.

This workshop was open to the public and electronically recorded.

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

1. CALL TO ORDER

The workshop was called to order by the Chairman, Mr. Roger P. Milton, at 4:35 p.m.

2. Financial Data Report

3. Discussion Items

a. List of contractors and notification to Board regarding vendors with total payments greater than \$15,000 and other payment issues. (None noted)

b. Miscellaneous finance department items:

- i. Notice regarding change in COBRA – Affordable Care Act (ACA) has made HIPAA Certifications of Creditable Coverage obsolete, so our COBRA service produce provider (Ceridian) is ending the HIPAA certificate services effective January 1, 2015. Employees will no longer be receiving the COBRA notifications at the end of coverage or employment.

Mrs. Ferree shared with the Board COBRA – Affordable Care Act (ACA) information regarding the change in the HIPAA Certifications of Creditable Coverage obsolete. She stated that the COBRA service produce provider (Ceridian) will end the HIPAA certificate services effective January 1, 2015. She stated that employees will no longer receive the COBRA notifications at the end of coverage or their employment.

- ii. Florida Department of Revenue issued Gadsden DSB a letter to acknowledge that our Truth In Millage (TRIM) Certification requirements were compliant with Sections 200.065 and 200.068, Florida Statutes. DOR found no violations and accepted our TRIM certification. (FDOE has yet to review the TRIM information that was provided to them in early September 2014.

Mrs. Ferree stated that the Florida Department of Revenue has reviewed the millage certification documents and determined that they meet the certification requirements of sections 200.065 and 200.068, Florida Statutes. She stated that the Florida Department of Revenue found no violations of the requirements of section 200.065, Florida Statutes, and accepts the district's certification.

- iii. Discussion of Board Policy 7510 – Use of District Facilities.

Following discussion of Board Policy 7510 – Use of Facilities, it was the consensus of the Board to overview the policy and abide by the fee schedule. It was also the consensus of the Board to have checks made payable to the district instead of the school.

- iv. Submission and discussion of the District's Annual Cost Report.

Mrs. Ferree stated that the District's Annual Cost Report has been finalized, reconciled and transmitted to the Florida Department of Education.

- c. Facilities update from Wayne Shepard.

Mr. Shepard shared with the Board the HVAC Call Log dated November 18th. He stated that maintenance technicians were on site to handle all the HVAC problems reported. He stated that the wrong HVAC units for Havana Middle School gymnasium were received. He stated that the HVAC parts have been reordered at a lower price. He updated the Board on the contingency plan for the Havana Middle School Project. He stated that the current contingency funds were \$73,073.59, sales tax deficit of \$26,059.70, and the total pending change orders of \$42,628.70. He stated that the contingency returned was \$30,444.89. He stated that he had been contacted by interested buyers for the Havana Elementary School property. He stated that the interested buyers showed interest in partial property. He stated that he needed the direction of the Board on whether to proceed with for sale signs and advertisements for the Havana Elementary School property. He stated that a digital sign for Havana Middle School would cost \$22,715.64.

#### 4. School Board Requests and Concerns

Mr. Milton thanked Mr. Simmons for his initiative on behalf of the Board to purchase a gift for Mr. Helms' retirement.

#### 5. The workshop adjourned at 5:25 p.m.