

## REGULAR SCHOOL BOARD MEETING

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

August 25, 2015

6:00 P.M.

This meeting was open to the public and electronically recorded.

The following Board members were present: Mrs. Audrey D. Lewis, Chairwoman; Mr. Isaac Simmons; Mr. Charlie D. Frost; Mr. Roger P. Milton; and Mr. Steve Scott. 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 meeting was called to order by the Chairwoman, Mrs. Audrey Lewis, at 6:00 p.m.

2. OPENING PRAYER

The opening prayer was led by Rev. Matthew Bryant, Jr.

3. PLEDGE OF ALLEGIANCE

Recited in unison.

4. RECOGNITIONS

The Superintendent and Board recognized Master Anne Radke for her loyal and dedicated service to the Real Essentials Program (Relationship Education and Leadership) to the many students at East Gadsden High School. Mrs. Radke was presented with a certificate of appreciation.

Mr. Scott recognized Dr. Hightower for his hard work and dedication toward filling vacancies within the district before the start of the school year.

ITEMS FOR CONSENT

Mrs. Lewis added to the agenda item #7h – Memorandum of Agreement for Extension of Professional Services Agreement; #7i – Purchase Order for Dental Equipment; #7j – Purchase Orders from the Food Service Program Funds; 7k – Purchase Orders for ESE Security and safe Schools Crossing Guard; and #7l – Approve Purchase Orders for Capital Improvement. She entertained a motion to approve the remaining consent agenda. The motion was made by Mr. Roger P. Milton, seconded by Mr. Charlie D. Frost and carried unanimously.

5. REVIEW OF MINUTES

- a. July 21, 2015, 6:00 p.m. – Special School Board Meeting
- b. July 28, 2015, 4:30 p.m. – School Board Workshop
- c. July 28, 2015, 6:00 p.m. – Tentative Budget Hearing
- d. July 28, 2015, Immediately Following Tentative Budget Hearing at 6:00 p.m. - Regular School Board Meeting
- e. August 6, 2015, 10:00 a.m. – School Board Workshop
- f. August 11, 2015, 4:00 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 2015 – 2016

ACTION REQUESTED: The Superintendent recommended approval.

7. AGREEMENT/CONTRACT/PROJECT APPLICATIONS

- a. Federal Programs Purchase Orders

Fund Source: Federal  
Amount: \$40,000.00

ACTION REQUESTED: The Superintendent recommended approval.

- b. Agreement Between The School Board of Gadsden County Public Schools and INVO HealthCare Associates, Inc.

Fund Source: FEFP Dollars  
Amount: \$58.00 (per hour for actual hours worked)

ACTION REQUESTED: The Superintendent recommended approval.

- c. Agreement Between The School Board of Gadsden County Public Schools and ProCare Therapy, Inc.

Fund Source: FEFP Dollars  
Amount: \$58.00 - \$62.00 (per hour for actual hours worked)

ACTION REQUESTED: The Superintendent recommended approval.

- d. 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.

- e. Agreement Between The School Board of Gadsden County Public Schools and More Ability Therapy Services, LLC  
 Fund Source: FEFP Dollars  
 Amount: \$58.00 (per hour for actual hours worked)  
 ACTION REQUESTED: The Superintendent recommended approval.
- f. Contacted Music Therapy with Hakeem Leonard, MT-BC of Healing Hearts  
 Fund Source: IDEA  
 Amounts: \$22,000.00  
 ACTION REQUESTED: The Superintendent recommended approval.
- g. 2015 – 16 Workforce Education Tuition and Fees  
 Fund Source: General Fund  
 Amount: Revenue dependent on number of enrollees  
 ACTION REQUESTED: The Superintendent recommended approval.
- i. Purchase Order for Dental Equipment  
 Fund Source: Federal Funds  
 Amount: \$40,024.79  
 ACTION REQUESTED: The Superintendent recommended approval.
- j. Purchase Orders from the Food Service Program Funds  
 Fund Source: Food Service  
 Amount: \$1,584,000.00  
 ACTION REQUESTED: The Superintendent recommended approval
- k. Purchase Orders for ESE Security and Safe Schools Crossing Guard  
 Fund Source: General Revenue  
 Amount: \$47,224.79  
 ACTION REQUESTED: The Superintendent recommended approval.
- l. Approve Purchase Orders for Capital Improvement  
 Fund Source: Capital Improvement Fund  
 Amount: \$15,090 for removal ^ \$13,750 for repainting  
 ACTION REQUESTED: The Superintendent recommended approval.

8. STUDENT MATTERS

- a. Student Transfers – See back-up material  
 ACTION REQUESTED: The Superintendent recommended approval.

9. SCHOOL FACILITY/PROPERTY

- b. HVAC Units for Havana Magnet School

Fund Source: 340

Amount: \$34,530.79

ACTION REQUESTED: The Superintendent recommended approval.

10. EDUCATIONAL ISSUES

- a. 2015 – 2016 District Assessment Calendar

Fund Source: N/A

Amount: N/A

ACTION REQUESTED: The Superintendent recommended approval.

- b. Educational Partnership: Panhandle Area Educational Professional Development Center and The Gadsden County School Board - Master In-Service Plan

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.

\*7. AGREEMENT/CONTRACT/PROJECT APPLICATIONS

- h. Memorandum of Agreement for Extension of Professional Services Agreement

Fund Source: 110 (General Fund – Safe School Allocation)

Amount: Not to exceed \$60,000.00

In response to Mr. Scott's concern regarding the process and timeline for the memorandum of agreement for extension of professional services, Mrs. Ferree stated that the previous contractual agreement had expired, and that there was an urgent need of a contractual agreement for security officers at Havana Magnet School, Carter Parramore Academy, James A. Shanks Middle School, East Gadsden High School, and West Gadsden High School.

Following discussion, Mr. Steve Scott made a motion to accept the Superintendent's recommendation to approve agenda item #7h. The motion was seconded by Mr. Charlie D. Frost and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

\* 9. SCHOOL FACILITY/PROPERTY

a. Grounds Maintenance (District-Wide) Bid No. 1516-05

Fund Source: 110

Amount: \$88,950.00 annually

Mr. Simmons stated that he was concerned about the regularity of cutting the grass, and adding a clause to cut grass for certain events during the year.

Mr. Shepard stated that there are options to cut grass in between the scheduled times. He stated that the existing grass cutting contracts are for September through May with grass cutting twice a month for the exception of June and July.

Mrs. Ferree stated that stop work orders for the months of May and June are included in the grass cutting contracts.

Following discussion, Mr. Isaac Simmons made a motion to accept the Superintendent's recommendation to approve agenda item #9a. The motion was seconded by Mr. Charlie D. Frost and carried unanimously.

**ACTION REQUESTED:** The Superintendent recommended approval.

11. FACILITIES UPDATE

Mr. Shepard gave kudos to Benson Heating & Air, Cook Brothers, and Key Heating & Cooling Systems in Havana for working to solve air conditioning issues at the various schools. He stated that the district has a problem with aging HVAC equipment. He stated that he was continuing to submit funding proposals for HVAC units.

Mrs. Lewis stated that she was very pleased with the work of Mr. Tony Britt and Mr. Bruce James. She stated that there was good communication between her, Mr. Britt and Mr. James.

Mr. Simmons stated that he was concerned about the AC units not working properly on weekends during special events. He stated that a contact person was needed to handle AC issues on the weekends.

Mr. Shepard stated that a staff person is on call during the weekends to assist with AC issues at the request of the principal.

Mr. Milton advocated for the district to use the current use of facilities form, along with the applicable fees for use.

12. EDUCATIONAL ITEMS BY THE SUPERINTENDENT

Mr. James stated that the district received SAC Accreditation. He announced his retirement on October 1, 2015. He stated that he appreciated the Board for their support. He shared his sentiments working with the Board and staff.

13. SCHOOL BOARD REQUESTS AND CONCERNS

Mr. Frost expressed his enjoyment working with the Superintendent. He stated that clarity was needed on the process to handle monies from sporting events. He stated that there needed to be a uniform work schedule for the custodians. He stated that the district needed to begin seeking a replacement for Mr. Shepard's position in order to have a smooth transition. He stated that Mr. Shepard would be retiring soon. He stated that the kitchen areas needed to be cooled.

Mr. Scott expressed his enjoyment working with the Superintendent. He stated that he appreciated his openness and thanked him for allowing access to staff. He stated that although the district was headed in the right direction, there are still needs. He stated that he was concerned about the safety issues in regard to the cameras and monitoring situations at East Gadsden High School.

Mr. Milton stated that he will share his sentiments in regards to working with the Superintendent at the next meeting.

Mr. Simmons stated that he will also share his sentiments in regards to working with the Superintendent at the next meeting. He stated that the district needed to find ways to resolve the issue of why teachers were leaving the district. He stated that some of the teachers taught critical subject areas. He stated that he will be charged with leading conversations in workshops to find ways to increase teacher salaries. He stated that he was committed to finding ways to increase teacher salaries, and to work on getting the salary schedule in compliance.

Mrs. Lewis stated that she was concerned with receiving an update on summer promotion. She stated that a current memorandum of agreement was needed with the Neighborhood Medical Center. She expressed her sentiments in regards to working with the Superintendent. She thanked Mrs. Smith for her hard work and dedication. She thanked the Board for approval of DLOPI at the December 15, 2010 meeting. She stated that DLOPI was currently being recognized by the State.

Mr. Frost stated that he wanted to ensure the K-12 Supervisor was making school visits.

Mr. James stated that he was hopeful that Deputy Superintendent Rosalyn Smith would get a chance to serve as Interim Superintendent until the election.

14. The meeting adjourned at 7:10 p.m.