

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

July 23, 2013

6:00 P.M.

This meeting was open to the public and electronically recorded.

The following Board members were present: Mr. Isaac Simmons, Chairman; Mr. Roger P. Milton; Mr. Charlie D. Frost; Mr. Judge B. Helms; and Ms. Audrey D. Lewis. 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 Chairman, Mr. Isaac Simmons, at 6:00 p.m.

2. OPENING PRAYER

The opening prayer was led by Mr. Judge B. Helms.

3. PLEDGE OF ALLEGIANCE

Recited in unison.

4. RECOGNITIONS

Board members, Superintendent, and Ms. Rosalyn Smith recognized the following Unsung Heroes for the month of June: Ms. Montoya Tillman, Ms. Christa Jackson, Ms. Carolyn Francis, Ms. Dionne Mathews-Nellons; Ms. Melanie King; and Mr. Shay Kent.

Ms. Lewis applauded the Dr. Sylvia Jackson and Mrs. Angela Sapp for an outstanding job with the STEM Academy Culminating Activities Program at Havana Middle School.

ITEMS FOR CONSENT

Mr. Simmons entertained a motion to approve the remaining consent agenda. The motion was made by Mr. Roger P. Milton, seconded by Mr. Judge B. Helms and carried unanimously.

5. REVIEW OF MINUTES

- a. June 25, 2013, 4:30 p.m. – School Board Workshop
- b. June 25, 2013, 6:00 p.m. – Regular School Board Meeting
- c. July 2, 2013, 2:00 p.m. – School Board Workshop

ACTION REQUESTED: The Superintendent recommended approval.

7. BUDGET AND FINANCIAL TRANSACTIONS

- a. Budget Amendment Number Twenty-Seven

Fund Source: 420 (Federal) Fund
Amount: \$302,248.00

ACTION REQUESTED: The Superintendent recommended approval.

- b. Request Board's Permission to Advertise for a Tentative Budget Hearing

Fund Source: N/A
Amount: N/A

ACTION REQUESTED: The Superintendent recommended approval.

- c. Resolution of Federal Findings for Audit Report #2013-167

Fund Source: N/A
Amount: N/A

ACTION REQUESTED: The Superintendent recommended approval.

- d. Honeywell Energy Cost Avoidance Report

Fund Source: N/A
Amount: N/A

ACTION REQUESTED: The Superintendent recommended approval.

8. AGREEMENTS/PROJECT/GRANT APPLICATIONS

- c. Agreement Between The School Board of Gadsden County And The School Board of Seminole County (Medicaid Administrative Claiming)

Fund Source: Medicaid
Amount: \$9.00 Per Random Sampling Form

ACTION REQUESTED: The Superintendent recommended approval.

- d. Agreement Between The Gadsden County Public Schools and Milestones Occupational Therapy Services, LLC: Makesha Bush, OTR/L

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

ACTION REQUESTED: The Superintendent recommended approval.

- e. 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.

- f. Cooperative Agreement For Inter-County Transfer of Exceptional Students Between Leon County School Board And Gadsden County School Board

Fund Source: State FTE Funds
Amount: (determined by formula)

ACTION REQUESTED: The Superintendent recommended approval.

- g. 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.

- h. The School Board of Gadsden County, Contract with Independent Contractor Janice M. Gilchrist

Fund Source: IDEA dollars
Amount: \$40.00 (per hour for actual hours worked)

ACTION REQUESTED: The Superintendent recommended approval.

- i. Contract Between The School Board of Gadsden County And Art Therapist, Beth Bostick-Cox

Fund Source: IDEA
Amount: \$15,500.00

ACTION REQUESTED: The Superintendent recommended approval.

- j. Memorandum of Agreement Between Redlands Christian Migrant Association (RCMA) Head Start And Gadsden County School Board

Fund Source: FEFP dollars for therapy provided to identified children
Amount: N/A

ACTION REQUESTED: The Superintendent recommended approval.

- k. Vision Services for Exceptional Students

Fund Source: FEFP dollars
Amount: \$14,500.00 (est.)

ACTION REQUESTED: The Superintendent recommended approval.

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

Fund Source: FEFP dollars
Amount: \$58.00 - \$65.00 (per hour for actual hours worked.)

ACTION REQUESTED: The Superintendent recommended approval.

- m. Contracted Services with Speech/Language Pathologist Joy Scharein & The Gadsden County School Board
 Fund Source: FEFP dollars
 Amount: \$50.00 per hour
 ACTION REQUESTED: The Superintendent recommended approval.
- n. Home School Education Updated Forms
 Fund Source: N/A
 Amount: N/A
 ACTION REQUESTED: The Superintendent recommended approval.
- o. Agreement Between the School Board of Gadsden County, FL, Capital Health Plan, Inc., World Class Schools of Leon County, Inc., and Titus Sports Academy, L.L.C.
 Fund Source: N/A
 Amount: N/A
 ACTION REQUESTED: The Superintendent recommended approval.
- q. Memorandum of Agreement Between Gadsden County Schools and Gadsden County Health Department 2013 – 2014
 Fund Source: N/A
 Amount: \$100,100.00
 ACTION REQUESTED: The Superintendent recommended approval.
- t. AmeriCorps Gadsden Reads
 Fund Source: GCBS, State and Local Funds
 Amount: \$46,232 (GCSB, State and Local Funds), \$51,149 General Funds
 ACTION REQUESTED: The Superintendent recommended approval.
- u. Gadsden County School Board Head Start 2013 – 2014 Refunding Application and Program Improvement Plan
 Fund Source: Head Start
 Amount: \$2,420,235.00
 ACTION REQUESTED: The Superintendent recommended approval.

9. SCHOOL FACILITY/PROPERTY

- a. Change Order No. 1 for Painting at George W. Munroe Elementary Bid #1213-17
 Fund Source: 110
 Amount: \$5,250.00
 ACTION REQUESTED: The Superintendent recommended approval.

10. EDUCATIONAL ISSUES

- b. Education Partnership Agreement: Panhandle Area Educational Professional Development Center and The Gadsden County School Board (Revised 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.

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

- a. Personnel 2012 – 2013

ACTION REQUESTED: The Superintendent recommended approval.

- b. Personnel 2013 – 2014

Mr. Helms stated that he wanted to ensure that personnel were aligned with the staffing plan. In response to Mr. Helms' question whether the bus drivers listed on page #10 were actually drivers or bus aides, Dr. Hightower responded that the bus aides will be placed in their correct position.

Mr. Frost requested documentation to show why personnel are not recommended back for hire. He stated that he wanted to know who was not recommended back for hire.

Following discussion, Mr. Judge B. Helms made a motion to accept the Superintendent's recommendation to approve agenda item #'s 6a & b. The motion was seconded by Ms. Audrey D. Lewis and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

- *8. AGREEMENTS/PROJECT/GRANT APPLICATIONS

- a. Termination of Honeywell Contract

Fund Source: N/A

Amount: N/A

Mr. Milton stated that he wanted to ensure that there were no financial consequences with the termination of the Honeywell contract.

Mrs. Wood stated that there are no penalties for termination of the Honeywell contract. She stated that Attorney Minnis prepared a letter of cancellation for service agreement with Honeywell. She stated that the termination will be effective at least sixty (60) days prior to the annual anniversary date.

Following discussion, Mr. Roger P. Milton made a motion to accept the Superintendent's recommendation to approve agenda item #8a. The motion was seconded by Mr. Charlie D. Frost and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

- b. Contracted Services for TSA Consulting Group, Inc.

Fund Source: General Fund

Amount: \$5,448.60 (estimated based on eligible employees)

In response to Mr. Frost' question whether there were any other TSA Consultant Groups for contracted services, Mrs. Wood stated yes, TSA Consulting Group, Inc. represents other districts in the State of Florida. She stated that TSA Consulting Group, Inc. was on the state bid list, and IRS compliance. She stated that employees can use 403(b) and 457 plans, but the elected officials can only use the 457 plan.

Following discussion, Mr. Charlie D. Frost made a motion to accept the Superintendent's recommendation to approve agenda item #8b. The motion was seconded by Ms. Audrey D. Lewis and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

- p. Contracts Awarded to E-rate Vendors

Fund Source: 110

Amount: 10% of Funded Items not to exceed \$663,000 in total

Mr. Helms asked that the contracts awarded to the E-Rate vendors be pulled for further review.

The Board scheduled a workshop on Tuesday, July 30th to further review the E-rate contracts. Mr. Simmons stated that the contracts for Mr. Bill Maples, Mr. Stephen Gauss, and Mr. Tim Oliver needed Board approval.

Following discussion, Mr. Judge B. Helms made a motion to defer action on agenda item #8p with the exception to approve contracts for Mr. Bill Maples, Mr. Stephen Gauss, and Mr. Tim Oliver. The motion was seconded by Mr. Charlie D. Frost and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

- r. Dual Enrollment & Career Pathways Articulation Agreement Between Tallahassee Community College and Gadsden County Schools 2013- 2014

Fund Source: FEFP

Amount: N/A

Mr. Helms asked if students who were attending Tallahassee Community College as dual enrolled had been budgeted for.

Mr. James stated that it is the district's responsibility to pay for dual enrolled students to attend Tallahassee Community College. He stated that Dr. Murdaugh cannot change the Legislature Bill. He stated that Dr. Murdaugh was very supportive of the district.

Following discussion, Mr. Judge B. Helms made a motion to accept the Superintendent's recommendation to approve agenda item #8r. The motion was seconded by Mr. Roger P. Milton and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

- s. Dual Enrollment & Career Pathways Articulation Agreement Between Florida A & M University and Gadsden County Schools 2013–2014

Fund Source: FEFP Dollars
Amount: N/A

Mr. Helms asked if Tallahassee Community College accepts students who are dual enrolled at Florida A&M University.

Dr. Sylvia Jackson stated yes, additional opportunities are created for students. She stated that with the support of the Superintendent, the district will partner with Florida State University. She stated that there will be no cost to the general fund, but some funds will be from the Race To The Top Grant.

Following discussion, Mr. Judge B. Helms made a motion to accept the Superintendent's recommendation to approve agenda item #8s. The motion was seconded by Mr. Charlie D. Frost and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

*10. EDUCATIONAL ISSUES

- a. Gadsden District K-12 Comprehensive Reading Plan

Fund Source: FEFP
Amount: \$341,417.00

Mr. Helms stated that the district needed a reading plan. He inquired about the number of reading teachers that are needed for this school year.

Ms. Rosalyn Smith stated that there will be between 10 and 12 reading teachers for the district. She stated that reading is a top priority for the district. She stated that Race To The Top funds will be used for reading teachers.

In response to Ms. Lewis' concern (page #392 section 3-5a) whether the sentence was correct to read "by the end of the 2012-2013 school term", or if it should read "by the end of the 2013-2014 school term", Dr. Jackson responded that the 2012-2013 school term was a typo, and the sentence should be corrected to read the 2013-2014 school term.

Following discussion, Mr. Judge B. Helms made a motion to accept the Superintendent's recommendation to approve agenda item #10a with the noted correction. The motion was seconded by Mr. Roger P. Milton and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

11. EDUCATIONAL ITEMS BY THE SUPERINTENDENT

Mr. James stated that common core training was scheduled for the district beginning Monday, July 29th through Friday, August 2nd.

12. SCHOOL BOARD REQUESTS AND CONCERNS

Mr. Frost stated that he want to make sure that the district has enough teachers when school starts, and no substitutes.

Dr. Hightower stated that the principals are working very hard to fill all vacant positions.

Mr. James stated that it is the Superintendent and Board's responsibility to have teachers in the classrooms.

In response to Mr. Frost's question about the ETO Team, Mr. James stated that the district does not need a Director for the ETO Office. He stated that performance is better needed in reading and technology. He stated that there will be a change in the district's reading adoption.

Ms. Lewis stated that she has a passion to see the district work on the two areas of technology and reading. She stated that a person needed to be identified at each school site to be a parent liaison and work closely with parent services. She stated that the district could plagiarize DLOPI. She stated that a Board retreat was needed to discuss setting goals and vision for the district.

Mr. James stated that Mrs. Wood was an extension of the Superintendent. He stated that Mrs. Wood has done a good job in keeping the district financially sound. He stated that Mrs. Wood does what he allows her to do, and she is doing an excellent job. He stated that parental involvement is the key to student success.

Mr. Helms commended Mr. James, Mrs. Smith, and Mrs. Wood for using staff as trainers for the district. He stated that he liked using our own people to train and teach others. He stated that he had received an open house invitation from parent services. He stated that he doesn't mind the district recruiting home school students to attend school for one period of the day. He encouraged everyone to support Ms. Sherrie Taylor in her responsibilities with parent services.

Ms. Lewis stated that Okaloosa County utilizes their home school students. She stated that she shared an idea with the Deputy Superintendent to build enrollment.

In response to Mr. Milton's concern about the Common Core Training, Mrs. Smith stated that growth begins when teachers talk to each other. She stated that there has to be a collaborative effort. She stated that the common core training has the concept of cluster training.

Mr. Milton congratulated Mrs. Bea Hopkins and Gadsden Reads for five years of service using high school students as mentors. He applauded the district in its reading efforts. He stated that "Go Math" was an after school program for students.

Mr. Simmons shared with the Board his dismay in the district trusting a contractor to be held responsible for its entire network. He stated that he met with district staff and it was agreed upon that a network coordinator position was needed to work with the contractor. He asked the Board to create a network coordinator position.

Mr. Milton requested the Chairman provide information on the network coordinator position to include salary and benefits.

Mr. Simmons stated that he and staff discussed the demand for two computer technicians. He stated that the technology demand calls cannot be met. He stated that the technology department is under staffed. He requested the Board fund two computer technician positions.

Following discussion, Ms. Audrey D. Lewis made a motion to create a network coordinator position and advertise for two computer technician positions. The motion was seconded by Mr. Charlie D. Frost and carried unanimously.

Mr. Simmons announced that a special meeting was scheduled on Tuesday, July 30th at 3:00 p.m. to discuss technology as it relates to E-Rate funding, personnel, and the disaster recovery audit findings. He stated that the tentative budget hearing would begin at 6:00 p.m.

The Board scheduled a retreat on Tuesday, July 30th beginning at 12:00 p.m. to discuss the goals and vision for the district.

Mr. Bill Stinson addressed the Board to express his disagreement with the approach the Board took in creating a network coordinator position. He stated that there was no input on the network security/operations software and hardware. He stated that there was no mention of training for the users. He stated that the issue should have been on the Board's agenda. He stated that he was not in agreement.

Mr. Simmons stated that he took the proper approach for the Board to create the network coordinator position. He stated that on-going training will be provided for the users.

13. The meeting adjourned at 7:50 p.m.