

REGULAR SCHOOL BOARD MEETING

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

January 22, 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. 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 6:04 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. Beckwith recognized the following Unsung Heroes for the month of January: Mrs. Anna McGriff West, Ms. Elaine Barksdale, Mrs. Dana Martin, Ms. Caroline Palmer, Ms. Nancy Sierra, Mr. Nathaniel McNealy, and Mr. Lynn Tyus. Each of the employees was presented with awards by the Board members and the Superintendent. Ms. Beckwith stated that the unsung heroes are employees of the Walker Administration Building.

Mr. James recognized East Gadsden High School for making the letter grade of "C". The following staff members received a monetary donation for demonstrating great leadership: Dr. Kimball Thomas, Principal; Coach Gerald Gay, Assistant Principal; Mr. Maurice Stokes, Assistant Principal; and Mrs. Rebecca Gaines, Assistant Principal.

Mr. James recognized the following individuals: Ms. Zola Akins, Teacher of the Year; Ms. Andreka Conyers, School Related Employee of the Year; and Ms. Lacey Moore, Rookie Teacher of the Year.

Ms. Lewis recognized Ms. Rosalyn Smith and thanked her for hosting the Magnet School Committee Meeting last month.

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. December 4, 2012, 4:00 p.m. – Special Board Meeting
- b. December 11, 2012, 4:00 p.m. – School Board Workshop
- c. December 18, 2012, 4:30 p.m. – School Board Workshop
- d. December 18, 2012, 6:00 p.m. – Regular 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 2012 – 2013

ACTION REQUESTED: The Superintendent recommended approval.

7. BUDGET AND FINANCIAL TRANSACTIONS

- a. Budget Amendment Number Eleven

Fund Source: 420 Federal Funds
Amount: \$3,119.00

ACTION REQUESTED: The Superintendent recommended approval.

- b. Budget Amendment Number Twelve

Fund Source: 410 School Food Service
Amount: \$0.00

ACTION REQUESTED: The Superintendent recommended approval.

- c. Required Letter to Comply with Section 1011.051

Fund Source: General Fund
Amount: N/A

ACTION REQUESTED: The Superintendent recommended approval.

8. AGREEMENT/CONTRACT/PROJECT APPLICATIONS

- d. Purchase Order

Fund Source: Federal Fund
Amount: (Federal (420) \$5,196.28 (434 – ARRA RTTT) \$18,803.72

ACTION REQUESTED: The Superintendent recommended approval.

e Purchase Orders for Federal Projects

Fund Source: Title I Part A

Amount: \$29,989.46

ACTION REQUESTED: The Superintendent recommended approval.

f. Purchase Orders for Facilities

Fund Source: Capital Improvements Fund

Amount: \$17,250.00

ACTION REQUESTED: The Superintendent recommended approval.

h. 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.

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. BUDGET AND FINANCIAL TRANSACTIONS

d. Crossroad Academy Monthly Financial Reports – July to December 2012

Fund Source: N/A

Amount: N/A

Mr. Helms acknowledge receipt of the Crossroad Academy Monthly Financial Reports from July to December 2012. He stated that because the ERATE funds were not known at this time, he wished to defer action.

Following discussion, Mr. Judge B. Helms made a motion to defer action on agenda item #7d. The motion was seconded by Ms. Audrey D. Lewis and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

*8. AGREEMENT/CONTRACT/PROJECT APPLICATIONS

a. Purchase Order for Media and Technology

Fund Source: General Fund

Amount: \$119,373.41

Ms. Lewis asked if the funds could be replaced once the ERATE funds were received.

Mrs. Wood stated that the purchase orders are separate. She stated that purchase order #184349 was an allowable expense under the use of Capital Improvement Funds. She requested the Board defer action on Purchase Order #184350 for \$96,225.33.

Following discussion, Ms. Audrey D. Lewis made a motion to approve Purchase Order #184349 and defer action on Purchase Order #184350. The motion was seconded by Mr. Roger P. Milton and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

b. Purchase Orders

Fund Source: General Fund
Amount: \$6,550.00

In response to Ms. Lewis' concern regarding a blanket Purchase Order and what was the estimated amount, Mrs. Wood stated that additionally Purchase Orders will push across the threshold and amounts are based on prior year expenditures.

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

ACTION REQUESTED: The Superintendent recommended approval.

c. Purchase Orders

Fund Source: Federal/General Fund
Amount: \$139,800.00 – Federal

In response to Ms. Lewis' question whether the funding source for the purchase orders was correct from both the federal and general funds; Mrs. Wood stated that the funding source should be from the federal funds only.

Ms. Lewis requested that all principals have a monitoring system in place for the Teacher Effectiveness System—PD 360 and Common Core 360.

Following discussion, Ms. Audrey D. Lewis made a motion to accept the Superintendent's recommendation to approve agenda item #8c with the correction of the funding source from federal funds only. The motion was seconded by Mr. Judge B. Helms and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

g. Purchase Orders for Network Infrastructure

Fund Source: Title I School Improvement and Title I Part A
Amount: \$179,534.58

Ms. Lewis requested an explanation of the Purchase Orders for Network Infrastructure.

Ms. Darlean Youmans stated that the district is moving toward mobile wireless devices. She stated that the wireless mobile devices will be installed at East Gadsden High School and West Gadsden High School.

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

ACTION REQUESTED: The Superintendent recommended approval.

*9. STUDENT MATTERS

- a. Student Expulsion – See back-up material

Case #33-1213-0071

Mr. Helms stated that he was concerned that the principal's summary did not reflect what was on the computer. He stated that he wants the records to reflect what happened. He stated that the discipline report should match the summary. He requested the Board defer action on agenda item #9a and leave the student's assignment at Hope Academy.

Following discussion, Mr. Judge B. Helms made a motion to extend the suspension for student #33-1213-0071 to Hope Academy until the proper paper work was completed. The motion was seconded by Mr. Roger P. Milton and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

*10. EDUCATIONAL ISSUES

- a. School Advisory Council Rosters

Fund Source: N/A
Amount: N/A

Mr. Helms stated that Havana Elementary School's SAC Chair signature was different from what was listed at the bottom of the page. He stated that he was concerned that one of the school's principal was the SAC Chair for Crossroad Academy Charter School. He asked if it was legal for one of the school's principal to serve as SAC Chair for a charter school.

Mrs. Minnis stated that she will investigate the issue of a school principal serving as SAC Chair for a charter school.

Ms. Lewis stated for the record that the Board should not approve any School Improvement Plans unless the School Advisory Council roster was attached.

Mr. Judge B. Helms made a motion to approve agenda item #10a with the exception of Crossroad Academy Charter School SAC roster.

The motion died for lack of a second.

Mr. Simmons asked Ms. Millie Forehand if there was a conflict of interest with the school principal serving as SAC Chairperson.

Ms. Forehand stated no, because the principal (Major Dr. Willie Jackson) was the Chairman of the CEDO Advisory Council.

Mr. James stated that he does not have an issue with the principal serving as SAC Chair for Crossroad Academy Charter School as long as there was no conflict with him serving as principal.

Mr. Simmons stated that he wanted to ensure that there was no legal violation in having a principal serve as SAC Chair for a charter school.

Following discussion, Mr. Judge B. Helms made a motion to accept the Superintendent's recommendation to approve agenda item #10a provided there was no conflict, and if so action would be taken at such time. The motion was seconded by Ms. Audrey D. Lewis and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

11. **CONSIDERATION, PROPOSAL, AND/OR ADOPTION OF ADMINISTRATIVE RULES AND RELATED MATTERS**

- a. Discussion and Request to Advertise the Board's Intent to Amend School Board Rules 2.25, 4.11 (Student Progression Plan)

Fund Source: N/A

Amount: N/A

Following discussion, Mr. Judge B. Helms made a motion to accept the Superintendent's recommendation to approve agenda item #11a. The motion was seconded by Mr. Roger P. Milton and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

12. **EDUCATIONAL ITEMS BY THE SUPERINTENDENT**

Mr. James stated that a workshop was needed to discuss budget issues such as the possibility of merging Havana Elementary School and Havana Middle School to enhance education in the Havana area. He stated that Havana Middle School will become a Technology Magnet School serving K through 8 students. He requested Ms. Lewis, Ms. Smith, and Ms. Beckwith serve on the Technology Magnet School Committee. He stated that in recognition of Black History Month, he will be proposing a resolution to name the bus transportation garage after Dr. Robert H. Bryant.

13. **SCHOOL BOARD REQUESTS AND CONCERNS**

In response to Mr. Helms' question about the FTE dates for February, Ms. Smith stated that FTE dates are the 2nd week in February. She stated that the in-house process for FTE accountability has started. She stated that the district is working to enhance its FTE numbers.

Mr. James stated that Mr. Helms was appointed to serve on the FTE Committee.

Ms. Lewis expressed her disappointment in regards to Parent Expo's. She stated that the 5:00 p.m. or 5:30 p.m. meeting time for parents was inconvenient. She stated that Parent Expo's are very important.

Mr. James stated that he will stress the importance of Parent Expo's to the principals.

Board members scheduled a workshop on Tuesday, February 19th at 2:00 p.m. to discuss fiscal issues, and an update on the Technology Magnet School.

Mr. James commended Mr. Helms for submitting his cost-cutting measures.

Mr. Simmons reminded the Board of the workshop with Neola scheduled on Wednesday, February 6th at 9:00 a.m. that will impact the district.

In response to Mr. Milton's request for an update with the Magnet School Committee, Mr. James stated that he will receive an update from the Magnet School Committee and share information with the Board.

Mr. Simmons requested the Board schedule a special meeting to act on bid awards for a Camera Surveillance System for West Gadsden High School, Carter Parramore Academy, and James A. Shanks Middle School.

Ms. Melissa Bishop addressed the Board to request a student transfer.

Mr. James stated that he would meet with Ms. Bishop in reference to her student transfer request.

14. The meeting adjourned at 7:30 p.m.

The Board convened in an executive session at 7:45 p.m.; and adjourned at 8:30 p.m.