



**Tuesday, May 9, 2017
Liberty County School Board**

**Board Room
12926 NW County Road 12
Bristol, FL 32321
6:00 pm**

1. MEETING OPENING

Subject **A. Call to order/open comment**
Meeting May 9, 2017 - Liberty County School Board
Category 1. MEETING OPENING
Access Public
Type Procedural

Subject **B. Prayer/Pledge**
Meeting May 9, 2017 - Liberty County School Board
Category 1. MEETING OPENING
Access Public
Type Procedural

2. RECOGNITION AND PRESENTATION

Subject **A. Employee of The Year**
Meeting May 9, 2017 - Liberty County School Board
Category 2. RECOGNITION AND PRESENTATION
Access Public
Type
 Sandy Davis, Employee of the year.

Subject **B. Katelynn Shiver**
Meeting May 9, 2017 - Liberty County School Board
Category 2. RECOGNITION AND PRESENTATION
Access Public
Type
 Katelynn received a full scholarship to L.B. Wallace Community College in Andalusia, AL.

Subject **C. Hosford Baseball Team**

Meeting May 9, 2017 - Liberty County School Board
 Category 2. RECOGNITION AND PRESENTATION
 Access Public
 Type
 District Champions

3. PUBLIC COMMENTS

Subject A. Public Comment
 Meeting May 9, 2017 - Liberty County School Board
 Category 3. PUBLIC COMMENTS
 Access Public
 Type Procedural

NOTE: Any person addressing the board is reminded that the name of any student, other than the child(ren) of the person addressing the Board, should not be mentioned or disclosed in the person's comments, and other children will not be discussed in the public forum. This time is set aside for the Citizens of Liberty County to address the School Board. This is not a question or answer period, nor a political forum. Personal accusations and/or derogatory remarks will not be tolerated. Comments should be limited to three minutes or less. In the interest of time, the Chairman reserves the right to limit the number of speakers on a single topic to two individuals.

4. SUPERINTENDENT'S MONTHLY REPORT

5. ADDITIONS/CORRECTIONS TO THE AGENDA

6. APPROVE THE AGENDA

7. APPROVE THE MINUTES

Subject A. Approve the Minutes
 Meeting May 9, 2017 - Liberty County School Board
 Category 7. APPROVE THE MINUTES
 Access Public
 Type Action, Reports
 Recommended Action Approve the April 11, 2017, Regular Board Meeting Minutes.
 Approve the April 11, 2017, Regular Board Meeting Minutes

8. FINANCE CONSENT ITEMS

Subject A. Principals' Reports
 Meeting May 9, 2017 - Liberty County School Board
 Category 8. FINANCE CONSENT ITEMS
 Access Public
 Type Action (Consent), Reports
 Recommended Action Approve the following:
 Principals' Reports for April 2017;
 Financial Statements for April 2017;
 Budget Amendments for April 2017; and
 Bills and Payroll for April 2017.
 Principals' Reports for April 2017

9. FINANCE ACTION ITEMS

Subject **A. Approve June Contracts for ESY 2017**

Meeting May 9, 2017 - Liberty County School Board

Category 9. FINANCE ACTION ITEMS

Access Public

Type Action

**Recommended
Action** Approve the June contracts for:
Britt Day- Speech Language Pathology
Janice Williams- Speech Language Pathology
Kara Bradley - Speech Language Pathology
Myla Wahlquist- Physical Therapy Services
Tessa Byler- Occupational Therapy Services
Cayer Behavioral Group

Administrative File Attachments

[Tessa Byler ESY June Contract 2017.docx \(25 KB\)](#)

[Britt Day ESY contract June 2017.docx \(26 KB\)](#)

[Janice Williams ESY contract June 2017.docx \(26 KB\)](#)

[Kara Bradley ESY contract June 2017.docx \(26 KB\)](#)

[Myla Wahlquist ESY contract June 2017.docx \(26 KB\)](#)

Subject **B. Approve July Contracts for ESY 2017**

Meeting May 9, 2017 - Liberty County School Board

Category 9. FINANCE ACTION ITEMS

Access Public

Type Action

**Recommended
Action** Approve the July contracts for:
Britt Day- Speech Language Pathology
Janice Williams- Speech Language Pathology
Kara Bradley - Speech Language Pathology
Myla Wahlquist- Physical Therapy Services
Tessa Byler- Occupational Therapy Services
Cayer Behavioral Group

Administrative File Attachments

[Britt Day ESY contract July 2017.docx \(26 KB\)](#)

[Janice Williams ESY contract July 2017.docx \(26 KB\)](#)

[Kara Bradley ESY contract July 2017.docx \(26 KB\)](#)

[Myla Wahlquist ESY contract July 2017.docx \(26 KB\)](#)

[Tessa Byler ESY July Contract 2017.docx \(26 KB\)](#)

Subject **C. Instructional Staff Contract**

Meeting May 9, 2017 - Liberty County School Board

Category 9. FINANCE ACTION ITEMS

Access Public

Type Action

**Recommended
Action** Approve the Instructional Staff Contract.

Administrative File Attachments
[Union Contract \(2\).pdf \(910 KB\)](#)

Subject **D. Approve Revised Salary Schedule**

Meeting May 9, 2017 - Liberty County School Board

Category 9. FINANCE ACTION ITEMS

Access Public

Type Action

Recommended Action Approve the Revised Salary Schedule for FY 2016-2017, effective May 9, 2017.

File Attachments
[Updated Salary Schedule.pdf \(39 KB\)](#)

10. Board Policy Items

Subject **A. Approve First Reading of Policies**

Meeting May 9, 2017 - Liberty County School Board

Category 10. Board Policy Items

Access Public

Type Action

Recommended Action Approve First Reading of the following Policies:

Approve First Reading of the following Policies:

PO 1129 Conflict of Interest – Private Practice
 PO 3129 Conflict of Interest – Private Practice
 PO 4129 Conflict of Interest – Private Practice
 PO 6110 Grant Funds
 PO 6111 Internal Controls (NEW)
 PO 6112 Cash Management of Grants (NEW)
 PO 6114 Cost Principles – Spending Federal Funds (NEW)
 PO 6116 Time and Effort Reporting (NEW)
 PO 6325 Procurement – Federal Grants/Funds (NEW)
 PO 6550 Travel and Per Diem
 PO 7310 Disposition of Surplus Property
 PO 7450 Property Inventory
 PO 8500 Food Service

File Attachments
[board policies may mtg.pdf \(2,318 KB\)](#)

Subject **B. Approve Updated Policies**

Meeting May 9, 2017 - Liberty County School Board

Category 10. Board Policy Items

Access Public

Type Action

Recommended Action Approve the following Updated Policies

Approve the following Updated Policies 8510, 5530, 5530.01.

11. PERSONNEL CONSENT ITEMS

Subject A. Accept Request from Sheila Hall

Meeting May 9, 2017 - Liberty County School Board

Category 11. PERSONNEL CONSENT ITEMS

Access Public

Type Action

Recommended Action Approve accepting the request from Sheila Hall, Director of Finance, to enter DROP effective July 1, 2017, with her final retirement termination date to be effective no later than June 30, 2022.

Administrative File Attachments
[Sheila Hall's DROP Request.pdf \(8 KB\)](#)

12. PERSONNEL ACTION ITEMS

Subject A. Change of DROP date for Sandra Davis

Meeting May 9, 2017 - Liberty County School Board

Category 12. PERSONNEL ACTION ITEMS

Access Public

Type Action

Recommended Action Approve the request for DROP resignation/retirement for Sandra Davis, Lunchroom Manager at Early Learning Center, effective June 30, 2017.

Administrative File Attachments
[Sandra Davis.pdf \(12 KB\)](#)

Subject B. Change of DROP date for Zann Geiger

Meeting May 9, 2017 - Liberty County School Board

Category 12. PERSONNEL ACTION ITEMS

Access Public

Type Action

Recommended Action Approve the request for DROP resignation/retirement for Zann Geiger, teacher at Hosford Elementary and Jr. High, effective May 26, 2017.

Administrative File Attachments
[Zann Geiger.pdf \(7 KB\)](#)

Subject C. Accept Resignation Letter from Trenton Fowler

Meeting May 9, 2017 - Liberty County School Board

Category 12. PERSONNEL ACTION ITEMS

Access Public
 Type Action
 Recommended Action Approve accepting the resignation of Trenton Fowler, as 21st Century Student Leader, effective April _____, 2017.

Subject D. Accept Resignation Letter from Tammy Stephens

Meeting May 9, 2017 - Liberty County School Board

Category 12. PERSONNEL ACTION ITEMS

Access Public

Type Action

Recommended Action Approve accepting the resignation of Tammy Stephens, as 21st Century Activity Leader, effective April 21, 2017.

Administrative File Attachments
[Tammy Stephens resignation letter.pdf \(16 KB\)](#)

Subject E. Accept Resignation Letter from Tammy Pullam

Meeting May 9, 2017 - Liberty County School Board

Category 12. PERSONNEL ACTION ITEMS

Access Public

Type Action

Recommended Action Approve accepting the resignation of Tammy Pullam, as Secretary at W.R. Tolar K-8, effective May 12, 2017.

Administrative File Attachments
[Tammy Pullam.pdf \(17 KB\)](#)

Subject F. Recommendation to hire ESY Teachers

Meeting May 9, 2017 - Liberty County School Board

Category 12. PERSONNEL ACTION ITEMS

Access Public

Type Action

Recommended Action Approve the recommendation to hire Jennifer Lee (W.R. Tolar K-8) and April Faircloth (Pre-K) as Certified ESY Teachers, effective June 9 - July 13, 2017.

Subject G. Recommendation to hire Penny Cochran

Meeting May 9, 2017 - Liberty County School Board

Category 12. PERSONNEL ACTION ITEMS

Access Public

Type Action

Recommended Action Approve the recommendation to hire Penny Cochran as 21st Century Health Aide effective April 10, 2017.

- Subject** **H. Recommendation to hire Driver's Ed Instructor**
- Meeting May 9, 2017 - Liberty County School Board
- Category 12. PERSONNEL ACTION ITEMS
- Access Public
- Type Action
- Recommended
Action Approve the recommendation to hire _____ as Driver's Education Instructor at Liberty County High School, effective June 5 – July 14, 2017.
-
- Subject** **I. Recommendation to hire ESY Health Aides**
- Meeting May 9, 2017 - Liberty County School Board
- Category 12. PERSONNEL ACTION ITEMS
- Access Public
- Type Action
- Recommended
Action Approve the recommendation to hire Zachary Kern and Hauwa Black as ESY School Health Aide at W.R. Tolar K-8 effective June 12 - July 13, 2017.
-
- Subject** **J. Recommendation to hire ESY Para at Pre-K**
- Meeting May 9, 2017 - Liberty County School Board
- Category 12. PERSONNEL ACTION ITEMS
- Access Public
- Type Action
- Recommended
Action Approve the recommendation to hire Penny Cochran as ESY Paraprofessional at Pre-K effective June 12 - July 13, 2017.
-
- Subject** **K. Recommendation to hire Adrian Peterson**
- Meeting May 9, 2017 - Liberty County School Board
- Category 12. PERSONNEL ACTION ITEMS
- Access Public
- Type Action
- Recommended
Action Approve the recommendation to hire Adrian Peterson as ESY Paraprofessional at WR Tolar effective June 12 - July 13, 2017.
-
- Subject** **L. Recommendation to hire Summer Reading Coach**
- Meeting May 9, 2017 - Liberty County School Board
- Category 12. PERSONNEL ACTION ITEMS
- Access Public
- Type Action
- Recommended
Action Approve the recommendation to hire Tammy Shaw as Certified Teacher for 3rd grade summer Reading Coach at Hosford Elementary and Jr. High, effective June 9 - July 13, 2017.
-
- Subject** **M. Recommendation to hire DJJ Summer Para**

Meeting May 9, 2017 - Liberty County School Board
 Category 12. PERSONNEL ACTION ITEMS
 Access Public
 Type Action
 Recommended Action Approve the recommendation to hire _____ as DJJ Summer Para effective June 5 - July 13, 2017.

Subject N. Recommendation to hire DJJ Summer Teacher

Meeting May 9, 2017 - Liberty County School Board
 Category 12. PERSONNEL ACTION ITEMS
 Access Public
 Type Action
 Recommended Action Approve the recommendation to hire _____ as DJJ Summer Certified Teacher effective June 5 - July 13, 2017.

Subject O. Recommendation to hire Derek Causseaux

Meeting May 9, 2017 - Liberty County School Board
 Category 12. PERSONNEL ACTION ITEMS
 Access Public
 Type Action
 Recommended Action Approve the recommendation to hire Derek Causseaux as Certified Teacher, Athletic Director and Head Football and Weightlifting Coach at Liberty County High School effective _____, 2017.

Subject P. Approve Summer hours for 12 month employees

Meeting May 9, 2017 - Liberty County School Board
 Category 12. PERSONNEL ACTION ITEMS
 Access Public
 Type Action
 Recommended Action Approve the four-day Summer Work Schedule for 12 month employees beginning May 29, through July 28, 2017.

Subject Q. Approve Summer Hours for Erica Smith

Meeting May 9, 2017 - Liberty County School Board
 Category 12. PERSONNEL ACTION ITEMS
 Access Public
 Type Action
 Recommended Action Approve the following Summer hours for Erica Smith:
 7 hours a day for 20 days at a rate of \$22 an hour

Subject R. Approve Summer Tech Hours

Meeting May 9, 2017 - Liberty County School Board
 Category 12. PERSONNEL ACTION ITEMS

Access Public

Type Action

Recommended Action Approve the following Summer Tech hours:
 Stacey Vowell, W.R. Tolar, 4 weeks, 4 days a week, 7 hours per day, \$22.00 per hour, (paid 6 days in June and 10 days in July).
 _____, Hosford, 4 weeks, 4 days a week, 7 hours per day, \$22.00 per hour, (paid 6 days in June and 10 days in July).
 Christy Bentley, LCHS, 4 weeks, 4 days a week, 7 hours per day, \$22.00 per hour, (paid 6 days in June and 10 days in July).

Subject S. Approve Summer Data Entry and Guidance Hours

Meeting May 9, 2017 - Liberty County School Board

Category 12. PERSONNEL ACTION ITEMS

Access Public

Type Action

Recommended Action Approve following Data Entry and Guidance staff for Summer Employment to be paid from Supplemental Academic Improvement grant:
 Approve the following Summer Data Entry hours:
 Sharmon Parrish at Liberty County High School , 6 weeks, 4 days a week, 7 hours per day, \$12.00 per hour, (paid 7 days in June and 17 days in July).
 Ladell Holland at W.R. Tolar School, 6 weeks, 4 days a week, 7 hours per day, \$12.00 per hour, (paid 7 days in June and 17 days in July).
 Mary Waller at Hosford Elementary and Junior High, 6 weeks, 4 days a week, 7 hours per day, \$12.00 per hour, (paid 7 days in June and 17 days in July).
 Approve the following Summer Guidance hours:
 Donna Summers, at LCHS, 6 weeks, 4 days a week, 7 hours per day, \$22.00 per hour, (paid 7 days in June and 17 days in July).
 Bess Revell, Elementary at W. R. Tolar, 5 weeks, 4 days a week, 7 hours per day, \$22.00 per hour, (paid 7 days in June and 13 days in July).
 Brenda Green, Middle School at W. R. Tolar, 5 weeks, 4 days a week, 7 hours per day, \$22.00 per hour, (paid 7 days in June and 13 days in July).
 Beckie Black, at Hosford EJH, 5 weeks, 4 days a week, 7 hours per day, \$22.00 per hour, (paid 7 days in June and 13 days in July).

Subject T. Recommendation to hire Hosford Bus Monitor

Meeting May 9, 2017 - Liberty County School Board

Category 12. PERSONNEL ACTION ITEMS

Access Public

Type Action

Recommended Action Approve the recommendation to hire Brittany Shiver as Bus Monitor in Hosford, effective May 2, 2017.

Subject U. Recommendation to hire Bristol Bus Monitor

Meeting May 9, 2017 - Liberty County School Board

Category 12. PERSONNEL ACTION ITEMS

Access Public

Type Action

Recommended Action Approve the recommendation to hire Tammy Stephens as Bus Monitor in Bristol, effective April 24, 2017.

13. INSTRUCTION/CURRICULUM ACTION ITEMS

14. OPERATIONS/FACILITIES CONSENT

15. BOARD MEMBER ITEMS

16. CLOSING COMMENTS

17. EMERGENCY ITEMS

18. ADJOURNMENT

Subject **A. Adjournment**
Meeting May 9, 2017 - Liberty County School Board
Category 18. ADJOURNMENT
Access Public
Type Action
Recommended Motion to adjourn
Action

If you have any questions or need additional information, please call (850) 643-2275, or come by the office at 12926 NW County Road 12, Bristol, Florida 32321.

DAVID H. SUMMERS
SUPERINTENDENT