

# MINUTES OF THE DISTRICT SCHOOL BOARD OF TAYLOR COUNTY

Tuesday, March 04, 2014

6:00 p.m

## Regular School Board Meeting

The District School Board of Taylor County met on 3/4/2014, for a Regular School Board Meeting. The meeting was held at the Steinhatchee School, 1209 Southeast First Avenue, Steinhatchee, Florida at 6:00 p.m. The following School Board Members were in attendance : Brenda H. Carlton, Kenneth Dennis, Danny Glover, and Darrell Whiddon. Danny Lundy was absent. Superintendent of Schools, Paul E.Dyal, and Board Attorney, Angela M. Ball, were also in attendance.

### 2 OPENING MEETING ITEMS --

#### 2.01 Roll Call

See above, all School Board Members, with the exception of Danny Lundy, were in attendance.

#### 2.02 Prayer and Pledge

Darrell Whiddon

#### 2.03 Adoption of Agenda

Prior to adoption of the agenda, Chairman Carlton ADDED Agenda Item # 4.01 (#1.) - Purchase Order to Matthews Buses, in the amount of \$32,778.14, as a consent agenda item.

After noting the addition, upon motion by Darrell Whiddon, seconded by Kenneth Dennis, the Board adopted the agenda.

All consent agenda items were approved. Consent agenda items included: # 4.04, # 4.05, # 4.06, # 4.07, # 4.08, #6.02, # 9.02, # 9.03, # 12.02, # 14.02, and # 18.01.

Action items were voted upon individually. Action items included: # 2.04, and # 12.01.

All items were the recommendations of Superintendent Dyal.

#### 2.04 Approval of Minutes

Upon motion by Darrell Whiddon, seconded by Danny Glover, the Board approved the:1.) Tuesday, January 21, 2014 Regular Meeting and Closed Hearing Session Meeting Minutes, without any corrections or any changes.

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Upon motion by Kenneth Dennis, seconded by Darrell Whiddon, the Board approved the: 2.) Tuesday, February 4, 2014 Regular Meeting and Closed Hearing Session Meeting Minutes, without any corrections or any changes.

The minutes will be posted in the official minutes book, posted on the district web site, and a copy can be located in the supplementary minutes file for record. See Sharlyne Beach regarding the supplementary minutes files.

#### 2.06 Presentations/Reports

1.) Presentation by Emily Ketring - Boys and Girls Club - 21st Century Grant Application

Mrs. Emily Ketring was unable to attend the Board Meeting. Ms. Theresa Compton addressed the Board on behalf of the Boys and Girls Club. Ms. Compton introduced herself as the Director of Operations with the Boys and Girls Club.

Ms. Compton explained that the Boys and Girls Club currently provides homework help to students which is provided by certified teachers. She explained that there are three clubs serving our students. One club at Veteran's Park, one club is at Jerkins and one in Steinhatchee. She noted that the students who seek homework help are monitored to see if there are receiving learning gains in their program.

Ms. Compton explained that their 21st Century Grant is up for renewal. It is on a five year cycle. She asked that the School Board become their fiscal agent as was done in the past. She noted that she and Ms. Ketring recently visited with Superintendent Dyal and provided him with a copy of their current audit, progress monitoring reports, etc.

Superintendent Dyal confirmed that Ms. Compton and Mrs. Ketring provided the reports to him and after reviewing them he would be making the recommendation of partnering with the Boys and Girls Club again. He told the Board Members that he would be providing them with a copy of the audit and monitoring reports.

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2.) Presentation by Eric Scott - Head Start's Monitoring Review - (Cross-reference Agenda Item # 18.01 (# 1.)

Mr. Scott discussed the on-site monitoring review from 11/3/13 through 11/7/13. He listed each item that was sighted and discussed the program improvement plan that is being implemented or that has already been implemented. He noted there were seven findings and one finding has already been responded to. He noted there were fewer concerns with this audit review period than in years past. He noted the biggest concern is with the Head Start building.

Mrs. Sharon Hathcock stated that over-all the review team had glowing things to say about our Head Start Program.

Mr. Scott said that his staff makes it easier, because he has a wonderful staff at Head Start.

Mr. Scott commented that the Head Start Program is running good, with a waiting list of kids.

3 ITEMS OF CONCERN BY PUBLIC --

**3.01 Items of Concern Presented by Public**

There were no items of concern presented by the public.

4 ROUTINE FINANCIAL ITEMS --

**4.01 Purchase Orders**



The Board approved the following consent agenda item:

ADDED to the Agenda:

1.) Matthews Buses, \$32,778.14, K. Johnson / Transportation Department

**4.04 Budget Amendments**

The Board acknowledged the following consent agenda item:

1. The Budget Amendments for the month of January 2014 - This item was included with the Financial Report - Agenda Item # 4.06 (# 1.)

The information contact is Mrs. Ashley Valentine, Director of Finance.

A copy of the item can be located in the supplementary minutes file for record.

**4.05 Check Listings**

The Board acknowledged the following consent agenda item:

1.) The Check Listing for the month of January 2014 - This item was included with the Financial Report - Agenda Item # 4.06 (# 1.)

This item is also known as the Warrant Register Report.

The information contact is Mrs. Ashley Valentine, Director of Finance.

A copy of the item can be located in the supplementary minutes file for record.

**4.06 Financial Report**

The Board acknowledged the following consent agenda item:

1.) The Financial Report for the month of January 2014 - This item includes Agenda Item # 4.04, # 4.05, # 4.06, # 4.07 and # 4.08.

The information contact is Mrs. Ashley Valentine, Director of Finance.

A copy of the item can be located in the supplementary minutes file for record.

**4.07 Budget Transfers**

The Board acknowledged the following consent agenda item: 1.) The Budget Transfers for the month of January 2014 - This item was included with Agenda Item # 4.06 (# 1.)

The information contact is Mrs. Ashley Valentine, Director of Finance.

A copy of the item can be located in the supplementary minutes file for record.

**4.08 Acknowledge Over-time Report**



The Board acknowledged the following consent agenda item:

1.) The Over-time Report for the month of January 2014 - This item is included with Agenda Item # 4.06 (# 1.)

The total over-time for the month of January 2014 was \$35,146.00.

Of the \$35,146.00, \$16,788.00 is not reimburseable. Of the \$35,146.00, \$18,359.00 is reimbursable. Funding.

For information contact Mrs. Ashley Valentine, Director of Finance.

A copy of the over-time report can also be located in the supplementary minutes file for record. See Sharlyne Beach regarding the supplementary minutes file.

6 GRANTS --

**6.02 Approval of Grant Amendments**

The Board acknowledged the following consent agenda item:

1.) The IDEA Part B, Entitlement - Grant Funds, Amendment # 1 - C.A.B. \$708,316.00, Roll Forward Amount of \$336,996.04, T.P.A. \$1,045,312.04.

The information contact is Ramona Patrick, Supervisor of ESE and Student Services.

9 REQUESTS --

**9.02 Request to Use Buildings/Facilities**

The Board approved the following requests which were consent agenda items:

1.) Rick Patrick, First Baptist Church, requests use of T.C.M.S. Gym on February 21 and February 22, 2014 for Upward Basketball (Prior approval via telephone on 2/20/14)

2.) Charlton L. Knowles, Buckeye Community Federal Credit Union, requests use of T.C.M.S. Auditorium on March 25, 2014 for a Credit Union Annual Meeting.

3.) Nancy Lundy, Three Rivers Hunting Club, requests use of T.C.H.S. Gym on June 28, 2014, for a Hunting Club Meeting.

4.) Sheryl Rehberg, North Florida Career Source, requests use of T.T. I. Student Commons and GED Lab on June 17, 18, 19, 30, July 14, 28, 2014 for Work Readiness Training.

**9.03 Students Transfer Request**

The Board approved the following requests which were consent agenda items:

1.) Student Transfer Request from Dixie County to Taylor County for the 2013-2014 School Year - Blake Garrett and Marcus Garrett.

An approved copy of the request will be sent to the parents, Dixie County School District, and a copy can be located in the supplementary minutes file for record.

12 PERSONNEL --



**12.01      Routine Personnel Listing**



Upon motion by Danny Glover, seconded by Darrell Whiddon, the Board approved the:1.)  
Routine Personnel Listing, as follows:

LEAVES:

Leave: Kristy A. Clark, ESE Teacher Aide, Position # 011152202, 5H/9M, Steinhatchee School, is requesting 35 hours Personal (without) Leave from January 24, 2014 thru January 31, 2014 and February 4, 2014, due to illness of child.

Leave: Kay Dudley, Teacher, Position # 900151305, 7.5H/10M, Taylor County Elementary School, is requesting 13.25 hours Bereavement Leave, from February 6, 2014 thru February 7, 2014, due to passing away of her father-in-law.

Leave: Joey Bowden, Secretary, Position # 012161101, 8H/10M, Taylor County Middle School, is requesting 8 hours Illness-in-line-of-duty, on February 10, 2014, to attend state mediation in Tallahassee, Florida.

Leave: Bettie Thomas, Custodian, Position # 004179902, 4H/9M, Taylor County Elementary School, is requesting 152 hours Personal (without pay) Leave, from February 11, 2014 thru April 11, 2014, due to medical care.

Leave: Ruth V. Murphy, Teacher, Position # 004151118, 7.5H/10M, Taylor County Elementary School is requesting 22.5 hours Bereavement Leave, from February 10, 2013 thru February 14, 2014, due to passing away of her mother.

Leave: Theresa S. Dugan, Teacher, Position # 003251101, 7.5H/10M, Taylor County Elementary School, is requesting 52.50 hours Personal (without pay) Leave, from February 20, 2014 thru February 28, 201, due to medical care.

Leave: Sandra Hale, Bus Driver, Position # 900478821, 4H/9M, Transportation Department, is requesting 116 hours Personal (without pay) Leave, from February 18, 2014 thru March 14, 2014 for Personal Reasons.

Leave: Christopher McDaniel, Senior Army Instructor, JROTC, Position # 016151142, 8H/12M, Taylor County High School, is requesting 8 hours, Temporary Duty Elsewhere, on February 12, 2014, to attend GPC Billing Official class being held at Fort Rucker, Alabama.

Leave: William (Reggie) Wentworth, PE Teacher, Position # 016151155, 7.5H/10M, Taylor County High School, is requesting Temporary Duty Elsewhere, on February 22, 2014 to coach JV and Varsity Baseball at Thomasville High School, Thomasville, Georgia.

Leave: William (Reggie) Wentworth, PE Teacher, Position # 016151155, 7.5H/10M, Taylor County High School, is requesting Temporary Duty Elsewhere, April 14, 2014, to coach JV and Varsity Baseball at Brook Wood High School, Thomasville, Georgia.

Leave: Gina Jarvis, CAI Lab Manager, Position # 016151167, 8H/10M, Taylor County High School, is requesting 8 hours Jury Duty, on February 24, 2014 at the Taylor County Court House.

Leave: Carol Wentworth, Teacher, Position # 016153303, 7.5H/10M, Taylor County High School, is requesting 7.5 hours Jury Duty, on February 24, 2014 at the Taylor County Court House.

APPOINTMENTS:

Instructional Appointment: Atesa Lundy, Elementary Teacher, Position # 014151161, 7.5H/10M,

Perry Primary School, effective March 3, 2014 thru June 6, 2014.

Meeting Date: 3/4/2014

Non-Instructional Appointment: Christy Davis, ESE Teacher Aide, Position # 011152207, 7H/9M, Steinhatchee School, effective February 10, 2014 thru June 4, 2014.

**EXTRA HOURS:**

Extra Hours: Audie Ash, Principal, Taylor County High School is requesting up to 12 extra hours each, at regular rate of pay for Dara Nix and Jessica Crow, from February 11, 2014 thru April 16, 2014, for the after school Academic Boot Camp. Funding: 420-5100-120-0161-2106-14

Extra Minutes and Hours: Keith Johnson, Transportation Coordinator, is requesting the listed Bus Drivers be paid their regular rate of pay for extra hours driving school buses.

FUNDING: 100-7800-160-9013-9997

Bus # 2 - Hilda Pitts not to exceed 40 minutes per day

Bus # 15- Mary Emory not to exceed 40 minutes per day

Bus # 51 – Heidi Schmidt not to exceed 30 minutes per day

Bus # 19 – Tina Powell not to exceed 20 minutes per day

Bus #4 – Tabitha Gibson not to exceed 25 minutes per day

Bus # 13 – Connie May not to exceed 30 minutes per day

Bus # 20 – Shelia Sadler not to exceed 1 hour 40 minutes per day.

Superintendent Dyal noted that the extra hours for bus drivers on the personnel listing were indeed needed. He noted that the new Transportation Coordinator, Keith Johnson, rode with the drivers to monitor their routes, and determined the extra hours were needed. He stated that Keith would be taking another look at the routes this summer to see if we can get all runs

**12.02 Substitute Listing**

The Board approved the following consent agenda item:

1.) Substitute Listing - #12

The information contact is Jan Walker, Director of Personnel and Special Programs or Sharon Sessions, Personnel Specialist.

The substitute listing will be distributed by Sharon Sessions, Personnel Specialist.

A copy of the substitute listing can be located in the supplementary minutes file for record.

14 PROPERTY --

**14.02 Disposition of Surplus and Unserviceable Property**

The Board approved the following consent agenda item:

1.) Disposition of Unserviceable Property located throughout the District - MIS, Pre-K, Supt.'s Office, T.C.M.S., T.T.I., P.P.S, T.C.H.S. and E.S.E.

For a list of items to be disposed of contact Ashley Valentine, Director of Finance.

A copy can also be located in the supplementay minutes file for record.

18 ACKNOWLEDGEMENT OF ITEMS --

**18.01 Acknowledgement of Item(s)**



The Board acknowledged the following consent agenda items:

1.) The Head Start Overview of Findings from Ann Lineham, Office of Head Start, Washington, D.C., dated February 10, 2014.

2.) The Florida Department of Agriculture and Consumer Services, Division of Food, Nutrition and Wellness Review from Erica Field, Tallahassee, Florida, dated February 12, 2014.

A copy of the above mentioned items can be located in the supplementary minutes file for record. See Sharlyne Beach regarding the supplementary minutes files.

30 ITEMS OF INTEREST/REQUEST BY BOARD AND SUPERINTENDENT --

**30.01 Items of Interest/Request by Board and Superintendent**

Superintendent Dyal: 1.) informed the Board that tomorrow, March 5th, is an early release day / staff development day. 2.) informed the Board that JROTC's Awards Day will be next Wednesday, March 12th at 9:00 a.m. in TCHS gym. 3.) reminded the Board that March 19th - March 20th, is FSBA's Day in the Legislature in Tallahassee. He noted it could be beneficial if we followed the bills. 4.) noted that March 17th through March 21st will be Spring Break Week. 5.) reminded the Board that the next regular School Board Meeting will be held on Tuesday, April 1st. 6.) asked/questioned the Board when a Special Meeting could be held for Closed Hearings. It was determined that a Special Meeting could be held on Tuesday, March 25th, at 5:00 p.m. 7.) informed the Board that Friday, March 14th is the last day of the third nine weeks. 8.) informed everyone that there will be an Emergency Management Meeting for Dixie and Taylor County residents on March 11th, 6:30 p.m. at the Steinhatchee Community Center. 9.) informed the Board that a Facilities Team came for a visit on Friday, February 21st to take a tour of PPS and to review our powerpoint presentation on the conditions of P.P.S. He noted it was a positive visit and we received some very good feedback from those who came. He stated he received notification from the Special Facilities Committee, and noted we will have a letter on the next agenda for acknowledgement. 10.) he thanked the teachers and staff of Steinhatchee for their coming to the board meeting.

Danny Glover Jr. 1.) expressed his thanks to Mrs. Hurst and the Steinhatchee School staff for making Steinhatchee School look attractive and the hospitality shown. He mentioned that the flowers that have been planted outside look real good and the school has been cleaned nicely. 2.) noted with FCAT coming up, how important school attendance is. He asked Supt. Dyal where we are with school attendance in the district. Superintendent Dyal state we are currently at 92%.

Darrell Whiddon: 1.) stated it is always a pleasure to come to Steinhatchee School and noted it looks very good.

Kenneth Dennis: 1.) iterated Mr. Whiddon's comments on coming to visit Steinhatchee.

Brenda Carlton: 1.) echoed Mr. Whiddon's and Mr. Dennis' comments on coming to Steinhatchee. She stated the facility looks nice, as always. 2.) she congratulated Mr. George Clayton and Mr. Bryant Russell's family on their being inducted into the Hall of Fame. 3.) she spoke on the upcoming Legislative Session, noting she plans on attending. She noted that SB 1368, by Senator Montford, has a lot of good things in it. She noted that Chris Doolen has been sending out material via email on various educational bills. She stated it looks like a

40 ADJOURNMENT --

**40.01 Adjournment Time**



Upon motion by Danny Glover, seconded by Darrell Whiddon, the Board adjourned at 6:30

42 EXECUTIVE SESSION --

**42.01 Executive Session**

The Board did not hold an Executive Session

50 Signatures --

**50.01**

A TRUE COPY:

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Brenda H. Carlton  
Chairperson / Chairman of the Board

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Paul E. Dyal  
Secretary to the Board / Superintendent of Schools