

MINUTES OF THE DISTRICT SCHOOL BOARD OF TAYLOR COUNTY

Tuesday, April 01, 2014

5:00 / 6:00 p.m

Executive Session & Regular Mtg.

The District School Board of Taylor County met on 4/1/2014, for a Executive Session & Regular Mtg.. The meeting was held at the Administrative Complex, School Board Meeting Room, 318 North Clark Street at 5:00 / 6:00 p.m. The following School Board Members were in attendance : Brenda H. Carlton, Danny Lundy, Kenneth R. Dennis, Danny Glover Jr. and Darrell Whiddon. 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 were in attendance.

Superintendent Dyal and Board Attorney Angela Ball were also in attendance.

2.02 Prayer and Pledge

Danny Lundy

2.03 Adoption of Agenda

Prior to adopting the agenda, agenda item # 12.17 (#1.) Termination of Employee, was added.

After amending the agenda, upon motion by Danny Lundy, seconded by Kenneth Dennis, the Board adopted the agenda.

All consent agenda items were approved by the Board.

Consent agenda items included: # 4.01, # 4.04, # 4.05, # 4.06, # 4.07, # 4.08, # 6.02, # 6.03, # 9.01, # 9.02, # 12.02, and # 18.01.

All Action items were voted upon individually. Action items included: # 11.00, # 12.01, # 12.04, # 12.13, # 12.17, #12.23, #12.26, # 13.08, #15.02, 19.01 and #25.01.

All items were the recommendations of Superintendent Dyal.

2.05 Recognition

1.) Recognition of the Non-Instructional Employee of the Year

The Board recognized Mr. Sedrick "Sed" Jones as the District 'Non-Instructional Employee of the Year'. Mr. Jones was presented a plaque by Director of Personnel, Jan Walker.

Mrs. Walker noted how devoted Mr. Jones is to his job at T.C.E.S. and how all of the staff and students love him.

2.) Recognition of the Teacher of the Year

The Board recognized Mrs. Jennifer Amman as the District "Teacher of the Year". Mrs. Amman was presented a plaque by Director of Personnel, Jan Walker.

Mrs. Walker spoke on how deserving Mrs. Amman is. She noted Mrs. Amman is a Kindergarten teacher at Perry Primary School. Mrs. Walker stated that she is enthusiastic and a very passionate teacher who loves her students and her passion for the profession is evident in all that she does.

2.06 Presentations/Reports

1.) T.C.M.S. Reading Video Presentation

A reading video presentation of TCMS students was shared with the board.

3 ITEMS OF CONCERN BY PUBLIC --

3.01 Items of Concern Presented by Public

There were none.

4 ROUTINE FINANCIAL ITEMS --

4.01 Purchase Orders

The Board approved the following purchase orders, as consent agenda items:

1.) Howard Technology Solutions, \$10,750.00, U. Brown, MIS

2.) Dell Marketing, \$104,535.00, U. Brown, MIS for PPS

A copy of the purchase orders can be located at the Finance Office, see Mrs. Virginia Cruce or Mrs. T.K. Glass.

A paper copy of the purchase orders can be located in the supplementary minutes file for record.

See Sharlyne Beach regarding the supplementary minutes files.

4.04 Budget Amendments

Approved consent agenda item:

1.) Budget Amendments for the month of February 2014 - This item was included with agenda item # 4.06 (#1.) - Financial Report.

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

A paper copy of the Financial Report can be located in the supplementary minutes file for

4.05 Check Listings

Approved consent agenda item:

1.) Check Listings for the month of February 2014 -

This item was included with agenda item # 4.06 - Financial Report. This item is also known as the Warrant Register Report.

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

A paper copy of the Financial Report can be located in the supplementary minutes file for

4.06 Financial Report

Approved consent agenda item:

1.) Financial Report for the month of February 2014 - This item includes agenda item #4.05, # 4.06, # 4.07 and # 4.08.

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

A paper copy of the Financial Report can be located in the supplementary minutes file for

4.07 Budget Transfers

Approved consent agenda item:

1.) Budget Transfers for the month of February 2014 - This item was included with agenda item # 4.06 (#1.) - Financial Report.

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

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

4.08 Acknowledge Over-time Report

Approved consent agenda item:

1.) The Over-time Report for the month of February 2014 - This item was included with agenda item # 4.06 (#1.) - Financial Report.

The total over-time for the month of February was \$3,936.00.

The Y-T-D total was \$33,604.00.

Of the Y-T-D total, \$16,612.00 is not reimbursed.

Of the Y-T-D total, \$16,992.00 is reimbursable funding.

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

A paper copy of the Financial Report can be located in the supplementary minutes file for record.

6 GRANTS --

6.02 Approval of Grant Amendments

The Board acknowledged the following consent agenda item:

1.) Title I, Part A, Education of Disadvantaged Children & Youth, Amendment # 3, CAB \$791,497.00, Roll Forward Amount of \$195,529.52, TPA \$987,026.52.

Information contact is Sharon Hathcock, Director of Instruction.

6.03 Acknowledgment of Grant Funds Received

The Board acknowledged the following consent agenda item:

1.) Technology Transformation Grant for Rural School Districts, \$101,380.00.

The information contact is Mrs. Ursula Brown, Coordinator of MIS.

9 REQUESTS --

9.01 Request to Use School Bus

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

1.) Kasey Roberts, T.C.M.S., requests use of 2 buses on June 2, 2014 for a trip to Wild Adventures, Valdosta, Georgia, for an end of the year trip for 7th grade.

A copy of the request can be located at the Finance Office, see Mrs. T.K. Glass.

9.02 Request to Use Buildings/Facilities

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

- 1.) Sabrina Parga, Happytime PreSchool, requests use of P.P.S. Cafeteria on May 22, 2014 for Preschool Graduation
- 2.) Ronald Hagberg, Cornerstone Fellowship Church, requests use of T.C.M.S. Auditorium and Pub from 7/1/13 to 6/30/14 on Wednesdays and Sundays (schedule provided - paying on a monthly basis).

A copy of the requests can be located at the Finance Office, see Mrs. T.K. Glass.

11 SCHOOL CALENDARS --

11 Approval of School Calendar(s)

Upon motion by Darrell Whiddon, seconded by Danny Glover, the Board approved the:

- 1.) 2014-2015 School Calendar

This years Calendar Committee Members were: Sonya Sadler, Donna Faircloth, Michael Thompson, Sandy Hendy, Natalie Fuller, Debby Powers, Jodi Tillman and Jan Walker.

Mr. Lundy questioned if Veteran's Day was considered as a holiday, as he asked before.

Superintendent Dyal stated that the committee did look at Veteran's Day, and if we take it as a holiday, would be eliminating the JROTC Veteran's Day program at TCHS.

Mr. Lundy stated he did not want the JROTC Program eliminated. He asked that if we can not make it a holiday, we need to have a Veteran's Day Program at the middle school and elementary schools as well to show the importance of Veteran's Day.

12 PERSONNEL --

12.01 Routine Personnel Listing

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

LEAVES:

Leave: Renee Ratliff, Science Teacher, Position # 016151151, 7.5H/10M, Taylor County High School, is requesting 105 hours Personal (without pay) Leave, from January 28, 2014 thru January 31, 2014, February 6, 2014 thru February 14, 2014 and February 19, 2014 thru February 21, 2014 due to mother's illness and passing away (FMLA).

Leave: Renee Ratliff, Science Teacher, Position # 016151151, 7.5H/10M, Taylor County High School, is requesting 22.5 hours Bereavement Leave, from February 3, 2014 thru February 5, 2014 due to passing away of her mother.

Leave: Kristy Clark, Paraprofessional, ESE, Position # 011152202, 5H/9M, Steinhatchee School, is requesting 65 hours Personal (without pay) Leave from January 24, 2014 thru January 31, 2014 and February 4, 10, 11, 14, 18, 19, 21, 2014, due to illness of child.

Leave: Linda Persons, Paraprofessional, ESE, Position # 014152211, 7H/9M, Taylor County Elementary School, is requesting 8.5 hours for Jury Duty on February 24, 2014 and February 25, 2014, at the Taylor County Court House, Perry, Florida.

Leave: Beatrice Nesbitt, Head Start Teacher, Position # 900851203, 7.5H/10M, Head Start, is requesting 15 hours for Jury Duty on February 24, 2014 (7.5h) and February 28, 2014 (7.5h), at the Taylor County Court House, Perry, Florida.

Leave: Chandra Bowden, Science Teacher, Position # 012151120, 7.5H/10M, Taylor County Middle School, is requesting 7.5 hours Temporary Duty Elsewhere on June 2, 2014, to chaperone field trip to Wild Adventures, Valdosta, Georgia.

Leave: Kasey Roberts, Social Studies Teacher, Position # 003251117, 7.5H/10M, Taylor County Middle School, is requesting 7.5 hours Temporary Duty Elsewhere on June 2, 2014, to chaperone field trip to Wild Adventures, Valdosta, Georgia.

Leave: Courtney Speas Gray, Math Teacher, Position # 012151113, 7.5H/10M, Taylor County Middle School, is requesting 7.5 hours Temporary Duty Elsewhere on June 2, 2014, to chaperone field trip to Wild Adventures, Valdosta, Georgia.

Leave: Daryll Gunter, Language Arts Teacher, Position # 012151103, 7.5H/10M, Taylor County Middle School, is requesting 7.5 hours Temporary Duty Elsewhere on June 2, 2014, to chaperone field trip to Wild Adventures, Valdosta, Georgia.

Leave: Toney Powell, Teacher M/J, Position # 003154100, 7.5H/10M, Taylor County Middle School, is requesting 7.5 hours Temporary Duty Elsewhere on June 2, 2014, to chaperone field trip to Wild Adventures, Valdosta, Georgia.

Leave: David Gray, Social Studies Teacher, Position # 003252205, 7.5H/10M, Taylor County Middle School, is requesting 7.5 hours Temporary Duty Elsewhere on June 2, 2014, to chaperone field trip to Wild Adventures, Valdosta, Georgia.

Leave: Jazzmin Austin, "On Call Substitute" M/J Teacher, Position # 003252201, 7.5H/10M, Taylor County Middle School, is requesting 7.5 hours Temporary Duty Elsewhere on June 2, 2014, to chaperone field trip to Wild Adventures, Valdosta, Georgia.

Leave: Jessica Curtis, Math Teacher, Position # 012151114, 7.5H/10M, Taylor County Middle School, is requesting 7.5 hours Temporary Duty Elsewhere on June 2, 2014, to

chaperone field trip to Wild Adventures, Valdosta, Georgia.

Meeting Date: 4/1/2014

Leave: Jessica Mathis, Language Arts Teacher, Position # 012151119, 7.5 H/10M, Taylor County Middle School, is requesting 7.5 hours Temporary Duty Elsewhere on June 2, 2014, to chaperone field trip to Wild Adventures, Valdosta, Georgia.

Leave: Meridith Upshaw, Science Teacher, Position # 012151104, 7.5H/10M, Taylor County Middle School, is requesting 7.5 hours Temporary Duty Elsewhere on June 2, 2014, to chaperone field trip to Wild Adventures, Valdosta, Georgia.

Leave: Sandy Beach, Clinic Attendant, Position # 902461100, 7H/9M, CDC Pre-K, is requesting 9.75 hours Illness –in-the-line-of-duty, from March 6, 2014 thru March 7, 2014, due to facial injury (to left cheek and upper lip) at drop off area of the Pre-K.

Leave: Jerri Green, ESE Paraprofessional, Position # 004152210, 7H/9M, Taylor County Middle School, is requesting 7 hours for Jury Duty, on March 24, 2014 at the Taylor County Court House.

REQUEST TO TRANSFER:

Request to Transfer: Stacie Coxwell, Food Service Manager, Position # 004176602, 8H/10M, Food Service Department is requesting to transfer to Secretary I, Position # 900763101, 8H/12M, Superintendent's Office, effective March 3, 2014 thru June 30, 2014.

EXTRA HOURS:

Extra Hours: Ramona Patrick, Coordinator of ESE and Student Services is requesting up to 5 hours per week at regular rate of pay for Jamie Garrett, to provide educational intensive reading instruction to Taylor County High School Student via video conference from March 3, 2014 thru May 23, 2014.
Funding: 100-5200-120-9033-9999-290

Extra Hours: Julie Hurst, Principal, Steinhatchee School, is requesting up to 12 extra hours each, at regular rate of pay for Jamie Garrett and Leslie Meade, to provide FCAT Boot Camp in Reading and Math (prior to FCAT Testing) on March 31, 2014, April 1, 2, 3, 7, 8, 10, 14, 15, 16, and 17, 2014.
Funding: 100-5100-120-0111-9998

Extra Hours: Julie Hurst, Principal, Steinhatchee School is requesting up to 2 hours, at regular rate of pay for Jamie Garrett, for work at the APTT meetings held on March 6, 2014.
Funding: 420-5100-120-0111-2125-14

Extra Hours: Ashley Valentine, Finance Director is requesting up to 4 extra hours per week, at regular rate of pay for Stacie Coxwell, from March 10, 2014 thru June 30, 2014, to tag new district property and perform inventory throughout the district. Funding: 100-7500-160-9051-9999

Extra Hours: Sabrina Lytle, Assistant Principal, Taylor County Elementary School is requesting up to 120 extra hours, at regular rate of pay for Maxine Hill, from March 1, 2014 thru April 30, 2014, for custodial work while Bettie Thomas is out on medical leave.
Funding: 100-7900-160-0041-9999

Extra Hours: Cheryl Brantley, Coordinator, Pre-K is requesting up to 2.5 hours per week, at regular rate of pay, for Linda English from March 11, 2014 thru June 5, 2014 or until permanent employee is found for After School Program. Funding: 100-5500-150-9024-9172

Extra Hours: Cheryl Brantley, Coordinator, Pre-K, is requesting up to 5.0 hours per week, at regular rate of pay for Stacie Fike from March 11, 2014 thru June 5, 2014 or until permanent

employee is found for After School Program. Funding: 100-5500-150-9024-9999

Meeting Date: 4/1/2014

Extra Hours: Sharon Hathcock, Director of Instruction, is requesting up to 280 extra hours, at regular rate of pay for Debbie Powers, to plan and coordinate the Summer Reading Camp 2014 at the Taylor County Elementary School, from June 9, 2014 thru July 25, 2014.
Funding: 100-6300-130-0041-7941

In-Service Training: Eric Scott, Director, Head Start, is requesting up to one hour training at \$7.93 per hour for the listed Bus Drivers and Bus Aides for attending Refresher Training Transportation Procedures on February 20, 2014. Funding: 420-6400-160-9023-2171-14
Thomas Gibson I, Tabitha Gibson, Lisa Meacham, Tammy Porter,

Shirley Blair, Shelia Sadler, Coretha Russell, Cheryl Croft, Tina
Mary Emory, Wendy Slaughter, Eleanor Stephens, Angel Aldous
Powell, Carol Davis, Wendy Slaughter, Eleanor Stephens, Angel Aldous

12.02 Substitute Listing

The Board approved the following consent agenda item:

1.) Substitute Listing # 13

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

12.04 Misc. Personnel Item(s)

Upon motion by Darrell Whiddon, seconded by Danny Glover, the Board approved to:

1.) Remove a Substitute from Substitute Listing at the Transportation Department.

12.13 Establishment of Position

Upon motion by Danny Lundy, seconded by Darrell Whiddon, the Board approved to: 1.) Establish an anticipated Personal Assistant for Physically Impaired / Medically Involved Student at T.C.H.S.

Upon motion by Danny Lundy, seconded by Danny Glover, the Board approved to: 2.) Establish Eight (8) Instructional Positions Anticipated and Two (2) Non-Instructional Positions which are anticipated for Summer Camp at T.C.E.S.

Upon motion by Danny Glover, seconded by Darrell Whiddon, the Board approved to: 3.) Establish one Anticipated Instructional Position - and one Anticipated Non-Instructional Position for Summer Reading Camp at Steinhatchee School.

12.23 Administrative Placement/Reassignment of Employee

Upon motion by Darrell Whiddon, seconded by Danny Glover, the Board approved Superintendent Dyal's request to: 1.) Place an employee on Administrative Leave until Fit for Duty Needs are Addressed - Position # 011152206 at Steinhatchee School.

12.26 Approval of Salary Schedule

Upon motion by Darrell Whiddon, seconded by Danny Lundy the Board approved the: 1.)
Revised Salary Schedule for JROTC - Retro to January 2014

Per Ashley Valentine, Director of Finance, this action is necessary due to increase in the
monthly contribution by the Army.

The information contact is Ashley Valentine, Director of Finance.

A copy of the revised salary schedule can be located in the supplementary minutes file.

13 FACILITIES --

13.08 Misc. Facility Items

Upon motion by Darrell Whiddon, seconded by Danny Glover, the Board approved the:

1.) Contract with CRA - Contract Renewal - Continual for jobs under \$500,000.00.

The information contact is Dan Anderson, Coordinator of Facilities and Maintenance.

A copy of the contract can be located in the supplementary minutes file.

15 PUBLIC HEARING --

15.02 Public Hearing

1.) Public Hearing - Revised Board Policy #5.101 - Student Bullying and Harrassment

The public notice of the revised School Board Policy on Student Bullying and Harassment
was advertised as required and was brought back before the Board for a public hearing.

There was no input from the public regarding the policy changes.

Chairman Carlton stated this policy will put us within State Statutes guidelines.

After a brief discussion, upon motion by Darrell Whiddon, seconded by Danny Glover, the
Board approved the revised policy.

The information contact is Jan Walker, Director of Personnel and Special Programs.

18 ACKNOWLEDGEMENT OF ITEMS --

18.01 Acknowledgement of Item(s)

The Board acknowledged the following consent agenda items:

1. The Results from CLASS Observations during the Head Start Review from 11/3/13 to 11/7/13.
- 2.) The 2012-2013 School Safety and Security Self Assessment from Head Start
- 3.) The Financial, Operational and Federal Single Audit for Fiscal Year Ended June 30, 2013 from David W. Martin, Auditor General.
- 4.) The letter from Thomas Inserra, Director, Office of Educational Facilities, regarding Approval of Critical Needs for P.P.S.
- 5.) The letter from Monica Verra-Tirado, Fl. D.O.E., Ed. D. Chief, Bureau of Exceptional Education and Student Services, regarding 2012-2013 Level 1 Fall Cycle Self-Assessment.
- 6.) The Fire and Safety Report for 2013- 2014 and the FISH inventory Report
- 7.) The documents from the Office of Special Facilities Construction Account in Preparation for building a new P.P.S.

19 DISCUSSION OF ITEM (S) --

19.01 Discussion of Item (s)

- 1.) Discussion of the Letter from Bob Brown, City Manager, dated February 26, 2014, regarding contracts for the School Resource Officer and School Crossing Guards.

This item was discussed by Superintendent Dyal 1.) he informed the Board that he plans to have a job description for School Crossing Guards for the next Board Meeting. He stated the School Crossing Guards can fall under the non-instructional contract. He informed the Board that the positions will be for two hours per day. He also informed the Board that he hopes that the Sheriff's Department will hire another School Resource Officer for the School District's

25 MISCELLANEOUS ITEMS --

25.01 Miscellaneous Items

Upon motion by Danny Glover, seconded by Danny Lundy, the Board approved Superintendent Dyal's recommendation to: Partner with the Boys and Girls Club of Perry in submitting the 21st Century Community Learning Centers Grant and becoming their fiscal

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

30.01 Items of Interest/Request by Board and Superintendent

Superintendent Dyal: 1.) provided handouts to the Board Members 2.) provided the Head Start Newsletter to the Board 3.) informed and invited the Board to attend the upcoming fundraiser at Steinhatchee School, their Fish Fry. 4.) reminded everyone that April 18th, is Good Friday holiday. 5.) congratulated the Instructional and Non-Instructional Employee of the Year, Mrs. Amman and Mr. Jones.

Danny Glover: 1.) congratulated the Employees of the Year. 2.) discussed the awards that were given by the Optimist Club, stating they recognized a lot of young men and women.

Darrell Whiddon: 1.) concurred with Mr. Glover, congratulating the Instructional and Non-Instructional Employees of the Year.

Kenneth Dennis: 1.) commented, likewise, echoing congratulations to the teacher and non-instructional employees of the year.

Danny Lundy: 1.) stated he appreciates all of the hard work from everyone. He stated it takes everyone working hard to make things happen.

Brenda Carlton: 1.) concurred with Mr. Lundy and the other board members. 2.) she noted that she and Superintendent Dyal have been discussing the Legislative issues that went on last week in Tallahassee, noting there will be a lot of changes.

40 ADJOURNMENT --

40.01 Adjournment Time

Upon motion by Danny Lundy, seconded by Darrell Whiddon, the Board adjourned at 6:40

42 EXECUTIVE SESSION --

42.01 Executive Session

The Executive Session was held at 5:00 p.m., prior to the Regular School Board Meeting.

50 Signatures --

50.01

A TRUE COPY:

Brenda H. Carlton
Chairperson / Chairman of the Board

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

PED/sbbeach

