

## REGULAR SCHOOL BOARD MEETING

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

October 23, 2018

6:00 P.M.

This meeting was open to the public and electronically recorded.

The following Board members were present: Mr. Steve Scott, Chairman; Mrs. Audrey D. Lewis; and Mr. Isaac Simmons. Also present were Mr. Roger P. Milton, Superintendent and Secretary to the Board; Mrs. Deborah Minnis, Attorney for the Board; and others. Mr. Charlie D. Frost and Mr. Tyrone D. Smith were absent.

1. CALL TO ORDER

The meeting was called to order by the Chairman, Mr. Steve Scott, at 6:00 p.m.

2. OPENING PRAYER

The opening prayer was led by Reverend Sylvia Jones, Pastor of Ebenezer AME Church.

3. PLEDGE OF ALLEGIANCE

Recited in unison.

4. RECOGNITIONS

Mr. Scott thanked Pastor Jones for the opening prayer.

Mr. Milton acknowledged Mrs. Vicki Muse Johnson, Coordinator of Parent Services.

Ms. Johnson stated that she was grateful for today. She shared with the Board a list of relief and recovery effort items that the district needed. She stated that the district's support has extended from Miami. She stated that the Gadsden Education Foundation is in a position to accept donations. She stated that several of the districts have reached out to assist Gadsden County. She stated that Madison County has donated school supplies. She stated that Hamilton County has adopted Gadsden and will bring school supplies tomorrow (October 24th) at 9:00 am. She encouraged everyone to feel welcome to add to the Relief and Recovery Effort Items list.

Mr. Milton stated that the municipalities are working diligently to restore power in the county. He stated that schools will reopen Monday, October 29<sup>th</sup>. He stated that Commissioner Pam Stewart has offered support. He stated that Governor Scott visited George W. Munroe Elementary School on yesterday (October 22<sup>nd</sup>). He stated that Gretna Elementary School was being used as a shelter by the American Red Cross and FEMA. He stated that both the American Red Cross and FEMA are offering services to the community.

Mr. Milton acknowledged Mr. Simmons and thanked him for his loyal service to the district. He stated that this was Mr. Simmons last official Board meeting as a Board member.

Mr. Simmons stated that it has been an honor and pleasure to serve as a Board member for the district. He stated that it has been an honor to have served twenty (20) years. He stated that he has attended every Board meeting, workshop, and participated in conference calls. He stated that he served as chairman for eight years, and vice chairman for 7 years. He stated that Gadsden will persevere as a district. He stated that he and his family were blessed through the storm. He stated that it has been an honor working with the district.

Mrs. Lewis stated that it has been an honor to work with Mr. Simmons. She shared her reflections toward Mr. Simmons. She commended Gadsden for taking care of the needs of families. She appreciated the Area Directors for their hard work with the district. She recognized Ms. Rose Raynak and the Federal Programs staff for their hard work. She thanked Mr. Hunter and the maintenance staff for their hard work. She also thanked Mr. Hunter for the sold sign at the Havana Elementary School property.

Mr. Scott recognized all the teachers for returning to work along with their support. He thanked the teachers for teaching under the conditions following Hurricane Michael.

## ITEMS FOR CONSENT

Mr. Scott added to the agenda item #10e – Rescind Order for Case #47-1819-0231. He entertained a motion to approve the remaining consent agenda. The motion was made by Mr. Isaac Simmons, seconded by Mrs. Audrey D. Lewis and carried unanimously.

### 5. REVIEW OF MINUTES

- a. September 24, 2018, 11:00 a.m. – School Board Workshop
- b. September 25, 2018, 4:30 p.m. – School Board Workshop
- c. September 25, 2018, 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 2018 – 2019

ACTION REQUESTED: The Superintendent recommended approval.

### 7. BUDGET AND FINANCIAL TRANSACTIONS

- a. Board Approval for Revised ESE 348

Fund Source: All Funds  
Amount: See Attachment

ACTION REQUESTED: The Superintendent recommended approval.

8. AGREEMENTS/PROJECT/GRANT APPLICATIONS

- a. Board Approval for Purchase Orders in excess of \$15,001  
Fund Source: Federal Project 4200 Fund and General 1100 Fund  
Amount: \$84,420.00 for Federal; \$10,000.00 for General Fund  
ACTION REQUESTED: The Superintendent recommended approval.
- c. MOU – Turnaround Plan (Carter Parramore Academy and HOPE Academy)  
Fund Source: N/A  
Amount: N/A  
ACTION REQUESTED: The Superintendent recommended approval.

9. SCHOOL FACILITY/PROPERTY

- a. Contract Amendment  
Fund Source: N/A  
Amount: \$0.00  
ACTION REQUESTED: The Superintendent recommended approval.
- b. Licensure Agreement Between Gadsden County Public Schools and School Dude  
Fund Source: 110  
Amount: \$8,048.25  
ACTION REQUESTED: The Superintendent recommended approval.
- c. Gadsden Elementary Magnet (Head Start Program)  
Fund Source: 110  
Amount: \$5,328.00  
ACTION REQUESTED: The Superintendent recommended approval.
- d. James A. Shanks – Interior Partitions  
Fund Source: 110  
Amount: \$10,210.00  
ACTION REQUESTED: The Superintendent recommended approval.
- e. Gadsden Technical Institute – Apogee Signs  
Fund Source: 110  
Amount: \$5,941.25  
ACTION REQUESTED: The Superintendent recommended approval.

10. EDUCATIONAL ISSUES

- b. School Field Trip Request (Out-of-State) Chattahoochee Elementary School

Fund Source: N/A  
Amount: N/A

ACTION REQUESTED: The Superintendent recommended approval.

- c. School Field Trip Request (Out-of-State) Havana Magnet School Pre-K

Fund Source: N/A  
Amount: N/A

ACTION REQUESTED: The Superintendent recommended approval.

- d. School Field Trip Request (Out-of-State) West Gadsden Middle School

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.

\*8. AGREEMENTS/PROJECT/GRANT APPLICATIONS

- b. Extension of Lease for Dental Equipment

Fund Source: General Revenue  
Amount: \$1.00 annual rental fee

Mrs. Lewis stated that the Equipment Lease between Gadsden County, Florida and the School Board of Gadsden County was for dental equipment to be used at Havana Magnet School for a rental fee annually of \$1.00.

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

ACTION REQUESTED: The Superintendent recommended approval.

\*9. SCHOOL FACILITY/PROPERTY

- f. Department of Education – Five Year Work Plan

Fund Source: N/A  
Amount: N/A

Mrs. Lewis stated that she was concerned about Havana Elementary School being on the list of the five year work plan.

Mr. Hunter stated he will contact the Department of Education to remove Havana Elementary School from the five year work plan.

Following discussion, Mrs. Audrey D. Lewis made a motion to accept the Superintendent's recommendation to approve agenda item #9f with modification from the Department of Education. The motion was seconded by Mr. Isaac Simmons and carried unanimously.

**ACTION REQUESTED:** The Superintendent recommended approval.

**\*10. EDUCATIONAL ISSUES**

**a. School Improvement Plans – Elementary & Secondary Schools**

Fund Source: N/A  
Amount: N/A

Mrs. Lewis thanked the Area Directors for sharing the School Improvement Plans. She stated that the Parent Family Engagement Plans should be inclusive of the School Improvement Plans. She stated that the School Advisory Council Rosters are a part of the School Improvement Plans. She requested professional development for principals and the assistant principals on how to capture parents at the beginning of the school year possibly at Title I Parent Meetings. She stated that principals should make parent meetings meaningful.

Following discussion, Mrs. Audrey D. Lewis made a motion to defer action on agenda item #10a. The motion was seconded by Mr. Isaac Simmons and carried unanimously.

**ACTION REQUESTED:** The Superintendent recommended approval.

The Board scheduled a Special Meeting on Monday, October 29<sup>th</sup> at 5:00 p.m. to discuss and act on the Head Start Funding Application; Workshop on Wednesday, November 7<sup>th</sup> at 5:00 p.m. to discuss School Improvement Plans, Parent Family Engagement Plans, and School Advisory Council Rosters.

**e. Rescind Order for Case #47-1819-0231**

Fund Source: N/A  
Amount: N/A

Mrs. Lewis stated that she was proud of student #47-1819-0231's attendance, attitude and behavior.

Following discussion, Mrs. Audrey D. Lewis made a motion to accept the Superintendent's recommendation to approve agenda item #10e. The motion was seconded by Mr. Isaac Simmons and carried unanimously.

Mr. Milton stated that he had spoken with student #47-1819-0231 and his parents to inform them that his expectations for the student are high. He stated that he and the Board gave the student an opportunity to receive an education. He stated that the student has made contact with the social worker.

Mr. Simmons commended student #47-1819-0231 and his parent. He encouraged the student to keep up the good work. He stated that he was concerned about saving all students.

Mr. Scott stated that the student got a second change. He stated that some mistakes happen for a reason.

ACTION REQUESTED: The Superintendent recommended approval.

#### 11. FACILITIES UPDATE

Mr. Hunter stated that it has been 13 days since Hurricane Michael. He stated that this was the 1<sup>st</sup> storm he has been through when his boss beat him to the storm. He stated that Mr. Milton was a great leader. He stated that the district has a lot of old buildings. He stated that there was a lot of action going on in the shelters. He requested a post hurricane event meeting to evaluate the use of the Gretna Elementary School facility. He commended staff for great work. He stated that work orders are currently being completed.

#### 12. EDUCATIONAL ITEMS BY THE SUPERINTENDENT

Mr. Milton recognized Ms. Andrea Messina, Executive Director Florida School Boards Association.

Ms. Messina stated that the Florida School Boards Association was here to provide assistance to the district. She thanked the Superintendent and Board for their hard work.

Mrs. Lewis requested Ms. Messina provide email updates on the upcoming amendments.

Mr. Scott stated that he had received a call from Ms. Messina and thanked her for her thoughts and concerns.

Mr. Milton thanked Ms. Messina and the Florida School Boards Association for their support. He stated that following the storm, Hurricane Michael, when his immediate family was taken care of, he checked on his extended family (employees). He stated that the district will establish a phone tree. He stated that he wanted to ensure that employees were okay. He stated that he wanted as many eyes as possible to review damage to buildings and classrooms. He stated that it was time to get some things fixed in the district. He stated that he was so appreciative of staff and all employees. He stated that the Turnaround Plans for James A. Shanks Middle School and Carter Parramore Academy are on the agenda Thursday, October 25<sup>th</sup> at the State Board of Education Meeting. He stated that the School of Hope Grant for James A. Shanks Middle School was also on the State Board of Education Meeting agenda. He stated that the district has received School Recognition monies. He stated that that he was proud of Gadsden Elementary Magnet School for receiving the School of Excellence Award. He stated that schools are making adjustments to shorter days. He thanked Mrs. Lewis for her passion with School Improvement Plans.

#### 13. SCHOOL BOARD REQUESTS AND CONCERNS

Mr. Simmons stated that he has learned that there has to be a little humor in what you do. He reminisced about Hurricane Michael. He thanked Ms. Messina for attending the Board meeting.

In response to Mr. Simmons' concern regarding the number of employee transfers from Carter Parramore Academy, Mr. Milton stated that the School Turnaround Plans and low efficiency staff have to be evaluated on their performance. He stated that the district was forced to transfer some of the teachers because of the Turnaround Plan.

Mr. Milton stated that employee Price was transferring from James A. Shanks Middle School to Stewart Street Elementary School.

Mr. Isaac Simmons made a motion to reconsider agenda item #6a – Personnel. The motion was seconded by Mrs. Audrey D. Lewis and carried unanimously,

Mr. Isaac Simmons made a motion to accept the Superintendent's recommendation to approve agenda item #6a with the noted change for employee Price to transfer from James A. Shanks Middle School to Stewart Street Elementary School. The motion was seconded by Mrs. Audrey D. Lewis and carried unanimously.

14. The meeting adjourned at 7:10 p.m.