

SCHOOL BOARD WORKSHOP

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

October 25, 2016

4:30 P.M.

This workshop was open to the public and electronically recorded.

The following Board members were present. Mr. Roger P. Milton, Chairman; Mr. Isaac Simmons; Mr. Charlie D. Frost; and Mr. Steve Scott. Also present were Dr. Pink Hightower, Interim Superintendent; Mrs. Deborah Minnis, Attorney for the Board; and others.

1. Call to Order

The workshop was called to order by the Chairman, Mr. Roger P. Milton, at 4:35 p.m.

2. Financial Data Report

3. Discussion Items

- a. List of contractors and notification to Board regarding vendors with total payments greater than \$15,000 and other payment issues.
- b. Final Calculation FY 2015-16 FEFP
- c. Budget Amendment #1 – General Fund

Mr. Kauffman stated that budget amendment #1 was an update beginning July – October of this year. He stated that the district was still above the 3% fund balance. He stated that the finance department is currently working on a procedures manual.

Mr. Milton stated that he attended a finance meeting last Thursday. He stated that several vendors have informed the district that invoices are not being paid in a timely manner. He stated that the finance department was asked to create a procedures manual to be put into place as soon as possible. He stated that there has been a breakdown with the focus software. He stated that it is very important that the district respond to issues in a timely manner.

d. Finance Office Update and Status

Mr. Kauffman stated that he will attend a PAEC conference to discuss issues with the FOCUS software. He stated that the staff from Human Resource and the Technology Department have been invited to attend the PAEC meeting.

Mr. Milton requested the invitation be extended to Board members to attend the PAEC Conference.

e. Other – agenda items:

4. School Board Requests and Concerns

Mr. Milton stated that Galloway Academy Charter School received a letter on October 20, 2016 because the district has not received their Annual Financial Report. He stated that the district responded to Galloway Academy Charter School because the agreements were not complete, payments to Galloway Academy Charter School have been suspended until their Annual Financial Report has been received. He stated that teachers with advanced degrees could have an impact on the district. He formed a committee to review procedures to ensure the district is following proper procedures and implementation is fair. He recommended Mr. Scott represent the Board and serve on the committee with staff members.

Mr. Hunter shared with the Board an update on the accident at Greensboro Elementary School. He stated that the damages are estimated at \$41,000.00 to repair the building. He stated that tentatively the repairs will begin November 1st. He stated that he was not sure how much the insurance company will pay toward the damage. He stated that he is not sure of any structural damage at this time. He stated that a workshop was needed to discuss the completion of the five year work plan. He stated that the ground maintenance was pre-bid with a bid opening date of November 4th. He stated that continuing services for mechanical engineering had to be re-bid with a bid opening date of November 3rd. He stated that there were only two contractors that applied for continuing services for mechanical engineering. He stated that the construction manager contracts are complete. He stated that a workshop was needed to discuss the continuing services for the architects. He stated that bid opening for the administration building AC units are scheduled for November 8th. He stated that a 20 ton AC unit will be replaced at Greensboro Elementary School. He stated that East Gadsden High School has three 200 ton chillers to help keep the school clean. He stated that because one of the chillers was not working at this time, options were being reviewed for the purchase of a new chiller. He stated that candidates for the HVAC positions have been interviewed.

In response to Dr. Hightower's concern regarding the AC units currently on at Havana Northside High School, Mr. Hunter stated that the AC units are on at Havana Northside to keep the mold and mildew down. He stated that several individuals have expressed an interest in the property, but no offer has been made.

Mr. Milton commended Mr. Hunter for his efforts to sell the Havana Northside High School property.

5. The workshop adjourned at 5:45 p.m.