

## REGULAR SCHOOL BOARD MEETING

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

March 27, 2012

6:00 P.M.

This meeting was open to the public and electronically recorded.

The following Board members were present: Mr. Judge B. Helms, Chairman; Mr. Eric F. Hinson; Mr. Charlie D. Frost; Mr. Roger P. Milton; and Mr. Isaac Simmons. Also present were Mr. Reginald C. James, Superintendent and Secretary to the Board; Mrs. Deborah Minnis, Attorney for the Board; and others.

1. CALL TO ORDER

The meeting was called to order by the Chairman, Mr. Judge B. Helms, at 6:06 pm.

2. OPENING PRAYER

The opening prayer was led by Rev. Terry Fitzgerald, Pastor of Faith Apostolic Christian Church.

3. PLEDGE OF ALLEGIANCE

Recited in unison.

4. RECOGNITIONS

The Superintendent and Board members presented Mr. John Due a plaque award on behalf of his wife, Mrs. Patricia Stephens Due, for her tireless service and sacrifice to uplifting humanity and for her tremendous support and passion for education.

Mr. Due presented the Superintendent and Board members with a book entitled "Freedom In The Family" written by his wife Mrs. Patricia Stephens Due.

Mr. Helms stated that a recent article in the FAMU Newsletter featured Mrs. Due.

Mr. Daniel Stanley, Division of Forestry, presented the Board with a check in the amount of \$8,467.51 for the district's share of distribution from the Lake Talquin receipts. He stated that districts receive 15% of revenues.

Dr. Sylvia Jackson and Mr. Anthony Clum recognized the following science fair winners: Luis Cruz – George W. Munroe Elementary; Talilah Deans – St. John Elementary; Ny'Asia Jackson – Chattahoochee Elementary; Princess Albert – James A. Shanks Middle; Karla Grande – West Gadsden High School; Korben Cogland – East Gadsden High School; Andreyona Whitaker – East Gadsden High School; Shayveyea Bythewood – East Gadsden High School; and Meaghan Sapp – East Gadsden High School. Mr. Clum announced that the State Science Fair would be held in Lakeland April 3<sup>rd</sup> thru 5<sup>th</sup>.

Dr. Jackson thanked Mr. Clum for his hard work with the science fair.

Mr. James stated that the recent Head Start Audit Review findings indicated that the Head Start Program was in compliance with all applicable Head Start Program Performance Standards, laws, regulations, and policy requirements. He recognized Mrs. Carolyn Harden and her staff for the good work.

Mr. Milton stated that he was currently working on a Science and Math Grant with the University of Central Florida and Tallahassee Community College. He stated that there will be a four day workshop at no cost to the district for teachers. He stated that there will be a science program this summer for Havana Middle School, James A. Shanks, and Carter Parramore Academy.

Mr. Simmons thanked Mr. Shepard for coordinating the work to upgrade the athletic facilities at West Gadsden High School.

Mr. Hinson announced that the Havana Kiwanis Club would sponsor a barbecue on April 19<sup>th</sup> at 5:30 p.m. He congratulated Rev. Tanya Moss and Rich Bay A.M.E. Church on their 124<sup>th</sup> Church Anniversary. He also congratulated St. Hebron Church on their 100+ Anniversary Celebration the previous week.

Mr. Helms congratulated Mr. Terry Fitzgerald's son and daughter for their accomplishment on the County All-Star Basketball Team and for being honor students. He also congratulated Mr. Hinson for completing requirements for Board member certification.

Mr. Hinson stated that the Lt. Governor Jennifer Carroll was the keynote speaker at New Jerusalem M. B. Church. He stated that Lt. Governor Carroll recognized the district for their improvements.

Mr. James stated that the recent Title I Audit had outstanding improvements. He complimented Ms. Rose Raynak and Joannette Thomas and other staff for their hard work.

Mr. Hinson recognized Dr. Kimblin NeSmith and his staff for a momentous gala for the Gadsden Leadership Law Academy.

Mr. Helms stated that Superintendent James was recognized as one of the supportive persons of the year at the Gadsden Leadership Law Academy Gala.

### ITEMS FOR CONSENT

Mr. Helms entertained a motion to approve the remaining consent agenda. The motion as made by Mr. Roger P. Milton, seconded by Mr. Eric F. Hinson and carried unanimously.

5. REVIEW OF MINUTES

- a. February 20, 2012, 1:00 p.m. – School Board Retreat
- b. February 27, 2012, 2:00 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 2011 – 2012

ACTION REQUESTED: The Superintendent recommended approval.

7. BUDGET AND FINANCIAL TRANSACTIONS

- a. Budget Amendment Number Twenty

Fund Source: 420 (Federal) Funds  
Amount: \$.00

ACTION REQUESTED: The Superintendent recommended approval.

9. STUDENT MATTERS

- a. Student Expulsion – See back-up material

Case #51-1112-0211

ACTION REQUESTED: The Superintendent recommended approval.

- b. Student Expulsion – See back-up material

Case #52-1112-0211

ACTION REQUESTED: The Superintendent recommended approval.

- c. Student Expulsion – See back-up material

Case #53-1112-0071

ACTION REQUESTED: The Superintendent recommended approval.

10. SCHOOL FACILITY/PROPERTY

- a. Request to Delete from Capital Assets – Motor Vehicles 1988 GMC 1500 (Defective Transmission)

Fund Source: Applicable Funds  
Amount: \$13,787.00

ACTION REQUESTED: The Superintendent recommended approval.

- c. Request to Delete and Dispose from Capital Assets – Furniture, Fixtures and Equipment (7/1/11 – 3/6/12)

Fund Source: All Funds  
Amount: \$283,295.74

ACTION REQUESTED: The Superintendent recommended approval.

## 11. EDUCATIONAL ISSUES

- a. Florida School Boards Association Annual Dues for 2012 - 2013

Fund Source: General  
Amount: \$14,160.00

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.

- \*6. PERSONNEL MATTERS (resignations, retirements, recommendations, leaves of absence, terminations of services, volunteers, and job descriptions)

- b. 2012 – 2012 Calendars

In response to Mr. Helms' concern regarding the clarity on having paid holidays on holidays, Mrs. Smith stated that the teacher calendar reflects six paid holidays. She stated that the teacher calendar is similar to our neighboring county. She stated that the student calendar must have 180 days, and the teachers 190 days.

Following discussion, Mr. Roger P. Milton made a motion to accept the Superintendent's recommendation to approve agenda item #6b. The motion was seconded by Mr. Charlie D. Frost and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

Mr. Helms deviated from the norm and addressed agenda item #9d.

- \*9. STUDENT MATTERS

- d. Student Expulsion – See back-up material

Case #54-1112-9102

Ms. Wanda Smith, parent of student #54-1112-9102, addressed the Board to request a hearing.

Following discussion, Mr. Charlie D. Frost made a motion to defer action on agenda item #54-1112-9102 until a hearing was held on Tuesday, April 3<sup>rd</sup>. The motion was seconded by Mr. Roger P. Milton and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

\*8. AGREEMENTS/PROJECT/GRANT APPLICATIONS

a. Contracted Services

Fund Source: General Fund and Capital Improvements Fund  
Amount: \$96,253.82

Mr. Frost requested clarification on the contracted services.

Mr. James stated that there was a change with the vendors from Mainline to IBM.

Mr. Helms stated that he was concerned about why Race-To-The-Top (RTTT) funds could not be used to pay for the student data system. He stated that the district needed to protect the general fund.

Dr. Jackson stated that the RTTT award have expenditures that are clearly outlined. She stated that the student data system was not one of the line items. She stated that she will check to see if the student data system could be paid with RTTT funds.

Following discussion, Mr. Charlie D. Frost made a motion to accept the Superintendent's recommendation to approve agenda item #8a. The motion was seconded by Mr. Roger P. Milton and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

b. Agreement Between Gadsden County School Board and Community Outpatient Program Services

Fund Source: N/A  
Amount: N/A

Mr. Simmons stated that he wished to defer action on agenda item #8b in order to allow the attorney ample time to review the agreement with Community Outpatient Program Services.

Following discussion, Mr. Isaac Simmons made a motion to defer action on agenda item #8b. The motion was seconded by Mr. Eric F. Hinson and carried unanimously.

Mr. James stated that there will be no cost to the district with the Community Outpatient Program Services Agreement.

ACTION REQUESTED: The Superintendent recommended approval.

\*10. SCHOOL FACILITY/PROPERTY

b. Request to Delete Capital Assets to Investing In Our Youth, Inc.

Fund Source: All Funds  
Amount: N/A

In response to Mr. Helms' concern whether the computers were good enough for someone else to use, Mr. Bruce James stated that the computers have been discarded and pulled from all the schools. He stated that Florida Statute states that the district can donate to a non-profit organization. He stated that the computers do not have the capability of holding software. He stated that the computers are obsolete.

Following discussion, Mr. Eric F. Hinson made a motion to accept the Superintendent's recommendation to approve agenda item #10b. The motion was seconded by Mr. Isaac Simmons and carried unanimously.

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

d. Certification of Florida Inventory of School Houses (FISH) Report

Fund Source: N/A  
Amount: N/A

Mr. Simmons requested a brief overview of the FISH report.

Mr. Shepard stated that the report was done building by building and room by room. He stated that the district recently underwent a five year plant survey. He stated that all property that had been sold was deleted from the report. He stated that there are no major reductions. He stated that there are approximately 8000 – 9000 student stations. He stated that there are no vacant portable buildings.

Following discussion, Mr. Eric F. Hinson made a motion to accept the Superintendent's recommendation to approve agenda item #10d. The motion was seconded by Mr. Roger P. Milton and carried unanimously.

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

12. CONSIDERATION, PROPOSAL, AND/OR ADOPTION OF ADMINISTRATIVE RULES AND RELATED MATTERS

a. Approval of School Board Policy 2.25 (Job Descriptions)

Fund Source: N/A  
Amount: N/A

Following discussion, Mr. Roger P. Milton made a motion to approve School Board Policy 2.25 (Job Descriptions). The motion was seconded by Mr. Charlie D. Frost and carried unanimously.

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

13. EDUCATIONAL ITEMS BY THE SUPERINTENDENT

Rev. Terry Fitzgerald introduced East Gadsden High School students, Tamara Fitzgerald and LaRhonda Washington. He stated that the students are in the top five ranking at East Gadsden High School. He stated that the students have been invited to be student ambassadors for the People to People Ambassador Program.

Tamara Fitzgerald and LaRhonda Washington addressed the Board to solicit their support for sponsorship to attend the People to People Student Ambassador Program. The students stated that they will visit Italy, Rome and Germany while serving as student ambassadors in June.

The Board commended the students (Tamara Fitzgerald and LaRhonda Washington) for their outstanding achievements.

Rev. Fitzgerald stated that he was very proud of his son for receiving a “B” in Pre-calculus, and also proud of athletics.

#### 14. SCHOOL BOARD REQUESTS AND CONCERNS

Mr. Milton shared with the Board an update on technology. He stated that a vendor still needs to be selected for the student data system. He stated that the committee has reviewed information from presentations.

Mr. Frost stated that he wanted all requests from the Board to be valid. He stated that the Board needed to come to some conclusion with the student data system.

The Superintendent stated that he will consult with the Board’s representative, Mr. Milton and staff to proceed with a recommendation.

Mr. Frost stated that he was concerned about the internet sites being blocked. He stated that there needs to be more effort to ensure things are handled in a timely manner, and remove obstacles so staff can have access to what they need. He stated that everyone needs to be on the same page in order to move the district forward.

Mr. Simmons stated that a mandatory workshop was needed to discuss the internal funds audit, and the financial and operational audit ended June 30, 2011. He also stated that a workshop was needed to further discuss the I CAN Grant.

Board members scheduled a workshop on Tuesday, April 10<sup>th</sup> at 1:30 p.m. to discuss the I CAN Grant, the internal funds audit, and the financial and operational audit ended June 30, 2011.

Mr. Helms made the following announcements: a) Benefit for Refugee House, Sunday, April 15<sup>th</sup> from 12:00 p.m. to 5:00 pm.; b) Willie Ruth Williams Scholarship, May 6<sup>th</sup>, 6:00 p.m. at First Elizabeth Missionary Baptist Church; c) Quincy Kiwanis Club Golf Tournament, Friday, April 27<sup>th</sup> at 1:00 p.m.; d) Superintendent James Campaign Kick-off, Thursday, March 29<sup>th</sup> from 5:30 p.m. to 7:00 pm.; and e) City of Quincy Community Breakfast, Friday, March 30<sup>th</sup>, 6:00 a.m. to 9:00 a.m. at the Quincy Recreation Department.

#### 15. The meeting adjourned at 8:20 p.m.