

## SCHOOL BOARD WORKSHOP

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

July 24, 2018

4:30 P.M.

This workshop was open to the public and electronically recorded.

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

1. Call To Order

The workshop was called to order by the Chairman, Mr. Steve Scott, at 4:35 p.m.

Ms. Sharon Thomas shared with the Board an overview of the district's Mental Health Allocation Plan. She stated that the district's Mental Health Allocation Plan provides a continuum of services for mental health needs of students. She stated that the continuum provides a systemic approach to identifying, assessing, diagnosing, intervention, treatment, and monitoring recovery of our students. She stated that even though the mental health is currently part of the district's provision of services, SB 7026 mandates school safety teams provide services in school-based settings and strengthen the ability of schools to respond to student and family needs directly. She stated that the Mental Health Allocation to the district was \$207,536.00. She stated that the Mental Health Allocation for Crossroad Academy was \$20,398.00.

In response to Mr. Simmons' request for the Board to receive mental health training, Mr. Milton stated that the Board could receive 8 hours of mental health training.

In response to Mr. Scott's concern about behavior issues being identified, Ms. Thomas stated that many of the Guidance Counselors are actively involved in the Check In/Check Out program. She stated that many individuals within the district have been specifically trained as Check/Connect mentors.

Mrs. Lewis stated that she was concerned about having a list of interventions included in the expulsion packets and as part of the student study team process. She stated that character education should be included in the district's mental health plan.

## 2. Financial Information

Mrs. Wood requested the Board defer action on the Tentative Budget due to district receiving a Memorandum dated July 17, 2018 from the Florida Department of Education of the Certification of the 2018 – 19 School District Millage Rates and Prior Period Funding Adjustment Millage. She stated that the certification of the millage rates were delayed at the state level. She stated that therefore, the Tentative Budget Hearing was delayed one week in order to comply with the publication requirements in Florida Statute. She stated that the Annual Financial Report (AFR) will be presented to the Board in September. She stated that teacher salary gap is closing between the district and Leon County. She stated that employee pay stubs will show their leave status. She stated that the school-based accounting activities will be postponed until further notice. She stated that the pay checks for the GESPA union employees will include a 3% pay increase. She stated that open enrollment for employee benefits will begin next week. She stated that all employees will receive notification about open enrollment.

In response to Mr. Simmons' concern about ensuring all employees are aware of the open enrollment window dates, Mrs. Wood stated that all employees including Board members are required to certify their insurance benefits.

Mrs. Wood stated that the Skyward software will help keep track of the substitute workers not working over the required 30 hours. She stated that the district was working to improve wages for substitute teachers and to get better trained substitutes.

Mr. Milton stated that he was excited about all the new changes for employees. He stated that there was a lot of working hours for the finance department. He thanked Mrs. Wood and her staff for their dedication and hard work.

## 3. Discussion Items

### a. Purchase Orders between \$7,500 and \$15,000

Mrs. Wood stated that in accordance with Board Policy 6320 Purchasing and Contracting for Goods and Services in the amount more than \$7,500 and less than \$15,000 require Board notification.

### b. Purchase Order for Cooling Tower at Havana Magnet School

Mrs. Wood stated that in accordance with Board Policy 6320 Purchasing and Contracting for Goods and Services, the Purchase Order for the replacement of the Cooling Tower at Havana Magnet School required Board notification and approval.

Mrs. Lewis stated that she was concerned about the length of the State Contract Agreement for WW Grainger, Inc. for materials and supplies to be used district wide by the maintenance department.

Mrs. Wood stated that all materials and supplies from WW Grainger, LLC would be purchased on state contract by the maintenance department.

In response to Mr. Simmons' concern regarding the funding source for purchase orders, Mrs. Wood stated that the user completes the requisition. She stated that budget approval is required for all purchase orders, and the Superintendent is notified of all purchase order requests.

Mrs. Lewis commended Mrs. Wood for moving Purchase Orders for the Transportation department. She stated that the year for the Controlled Open Enrollment period should be 2018 – 2019 instead of 2017 – 2018.

In response to Mrs. Judith Mandela's request for the Board to consider employees be paid bi-weekly, Mrs. Lewis stated that the Board has previously looked into the issue and there are a lot of things to consider along with the cost.

4. School Board Requests and Concerns

None.

5. The workshop adjourned at 5:35 p.m.