

SCHOOL BOARD WORKSHOP

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

November 22, 2016

5:00 P.M.

This workshop was open to the public and electronically recorded.

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

1. Call to Order

The workshop was called to order by the Chairman, Mr. Isaac Simmons, at 5:00 p.m.

Mr. Milton recognized Ms. Diane Townsend, Principal at Tallavana Christian School.

Ms. Townsend addressed the Board to request transportation for students who live in Gadsden County and attend Tallavana Christian School. Ms. Townsend shared with the Board Florida Statute 316.6146 regarding the transportation of private school students on public school buses and public school students on private school buses, agreement. She stated that private school students may be transported on public school buses and public school students may be transported on private school buses when there is mutual agreement between the local school board and the applicable private school. Any agreement for private school students to be transported on public school buses must be in accordance with ss. 768.28(9)(a) and 316.6145. Any agreement for public school students to be transported on private school buses must be contingent on the private school bus driver's having adequate liability insurance through his or her employer. She stated that she was seeking dependable transportation for students at Tallavana Christian School. She stated that she believed a mutual agreement could be worked out between Tallavana Christian School and the Gadsden County School Board.

Following discussion, the Board agreed to have Mrs. Minnis research information for a mutual agreement with Tallavana Christian School to transport students, and information on the district receiving FTE funds.

2. Financial Information

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. Galloway Financial Document and Response Letter

Mr. Kauffman stated that Mrs. Minnis had received a letter from Galloway Academy Charter School for review to release funds that are being withheld by the district.

Mr. Milton stated that he wanted to ensure the Board that Galloway Academy Charter School was not being treated any different. He stated that he wants to ensure that the agreement is fulfilled.

In response to Mr. Smith's concern regarding any contact with the third party of Galloway Academy Charter School, and if the district was held accountable to respond in a certain way; Mrs. Minnis stated yes, it is the responsibility of Galloway Academy Charter School to find a Certified Public Accountant (CPA) to audit their books.

- c. Budget Amendment

Mr. Mays stated that although the revenue report showed negatives, the revenue report at the next Board meeting will be corrected. He stated that budget amendments will be made throughout the year. He stated that he will provide the Board with a copy of the "Red Book". He shared with the Board an overview of the budget amendments. He stated that the district's fiscal condition was looking good.

- d. Finance Office Update and Status

In response to Mrs. Lewis' concern regarding the issue of paying bills and invoices, Mr. Kauffman stated that there was a miscommunication with purchase orders. He stated that a manual has been developed to help with the process of purchase orders for paying bills.

Mr. Milton stated that as of Monday, November 28th all purchase orders, overtime pay and travel will be suspended. He stated that prior approval will be needed by the superintendent for purchase orders, overtime pay, and in and out of district travel. He stated that a financial audit of the district will be conducted by the Florida Association of District School Superintendents (FADSS) Office at their expense. He stated that he will work closely with the finance department.

- e. Other – agenda items

4. School Board Requests and Concerns

5. The workshop adjourned at 5:55 p.m.