

## REGULAR SCHOOL BOARD MEETING

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

November 19, 2019

6:00 P.M.

This meeting was open to the public and electronically recorded.

The following Board members were present: Mrs. Audrey D. Lewis, Chairwoman; Mr. Leroy McMillan; Mr. Charlie D. Frost; Mr. Steve Scott; 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 meeting was called to order by the Chairwoman, Mrs. Audrey D. Lewis, at 6:04 p.m.

2. OPENING PRAYER

The opening prayer was led by Bishop Willie Lamb of Lamb's Temple Working In The Earth Ministry.

3. PLEDGE OF ALLEGIANCE

Recited in unison.

4. RECOGNITIONS

Mrs. Lewis thanked Bishop Lamb for a powerful prayer.

Mr. Milton stated that he and Bishop Lamb have commonality with their daughter's name Dana. He congratulated Mrs. Lewis on being elected as the Chairwoman for the coming year, and Mr. McMillan on his election as the new Vice Chairman. He requested an executive session following the meeting to discuss a pending litigation matter and insurance issues.

Mrs. Lewis stated that the SIP workshop was very informative. She stated that the Board is here to assist schools with their needs. She recognized Mrs. Vicki Johnson for her work with the SAC Rosters and Parent Engagement Plans.

ITEMS FOR CONSENT

Mrs. Lewis added to the agenda the following items: #8d – School Improvement Plans; #8e- School Advisory Council Rosters; and 8f – Parent, Family Engagement Plans. She entertained a motion to approve the remaining consent agenda. The motion was made by Mr. Charlie D. Frost, seconded by Mr. Steve Scott and carried unanimously.

5. REVIEW OF MINUTES

- a. October 22, 2019, 4:30 p.m. – School Board Workshop
- b. October 22, 2019, 6:00 p.m. – Regular School Board Meeting
- c. October 31, 2019, 1:00 p.m. – Student Hearing

ACTION REQUESTED: The Superintendent recommended approval.

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

- a. Personnel 2019 -2020

ACTION REQUESTED: The Superintendent recommended approval.

7. FINANCIAL/BUDGET TRANSACTIONS

- a. Budget Amendments No. 1-3 for 2018 - 2019

Fund Source: 1100 General Fund, 4100 School Food Service Fund and 4200 Federal Projects Fund

Amount: Refer to respective fund numbers on attachments

ACTION REQUESTED: The Superintendent recommended approval.

- b. Final Revisions to Annual Financial Report

ACTION REQUESTED: The Superintendent recommended approval.

8. AGREEMENT/CONTRACT/PROJECT APPLICATIONS

- a. Letter Purchase Order for Service

Fund Source: General Funds

Amount: \$31,410.26

ACTION REQUESTED: The Superintendent recommended approval.

- b. Letter Purchase Order for Service

Fund Source: General

Amount: \$27,910.68

ACTION REQUESTED: The Superintendent recommended approval.

- c. Approval of U.S. Department of Education (USDE) Grant Award for Elevate Rural Florida (ERF) a.k.a. School Climate Transformation Grant

Fund Source: Federal

Amount: \$739,286.00 year 1  
\$725,631.00 year 2  
\$703,631.00 year 3  
\$692,631.00 year 4  
\$681,443.00 year 5  
Total - \$3,542,602.00

ACTION REQUESTED: The Superintendent recommended approval.

9. STUDENT MATTERS

- a. Student Expulsion – See back-up material

Case #28-1920-0231

ACTION REQUESTED: The Superintendent recommended approval.

10. EDUCATIONAL ISSUES

- a. School Field Trip Request (Out-of-State) – Gadsden County High School

Fund Source: N/A

Amount: N/A

ACTION REQUESTED: The Superintendent recommended approval.

- b. School Field Trip Request (Out-of-State) - Carter Parramore Academy

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. AGREEMENT/CONTRACT/PROJECT APPLICATIONS

- d. School Improvement Plans – Elementary & Secondary Schools

Mr. Scott stated that two of the school's improvement plans (Stewart Street Elementary School and James A. Shanks Middle School) needed correction on their enrollment numbers. He requested that the Board approve the School Improvement Plans contingent upon the two school's make corrections on their enrollment numbers.

Following discussion, Mr. Steve Scott made a motion to approve agenda item #8d with contingency the two schools Stewart Street Elementary School and James A. Shanks Middle School) make corrections on their enrollment numbers. The motion was seconded by Mr. Charlie D. Frost and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

- e. Approval of 2019 – 2020 School Advisory Council (SAC) Rosters

In response to Mrs. Lewis request for corrected SAC Rosters, Mrs. Johnson provided the appropriate SAC Roster for Havana Magnet School, Gadsden County High School SAC Roster with the chair and principal's signature; and Gadsden Technical Institute SAC Roster.

Following discussion, Mr. Leroy McMillan made a motion to approve agenda item #8e with the corrected SAC Rosters. The motion was seconded by Mr. Charlie D. Frost and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

f. Approval of 2019 – 2020 Title I, Parent and Family Engagement Plans

Following discussion, Mr. Steve Scott made a motion to approve agenda item #8f. The motion was seconded by Mr. Charlie D. Frost and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

11. FACILITIES UPDATE

Mr. Hunter stated that the district is improving every year with repairs. He stated that he will check on the progress of the roof repair for Havana Magnet School. He stated that the maintenance department is continuing to work hard.

12. EDUCATIONAL ITEMS BY THE SUPERINTENDENT

Mr. Milton stated that the approval of Carter Parramore Academy Fieldtrip to Washington, DC would be the first trip to Washington for some students. He encouraged the support of the Board. He announced the City of Chattahoochee Christmas Parade scheduled for Friday, December 6<sup>th</sup> at 11:00 a.m.; and the City of Quincy Christmas Parade scheduled for Friday, December 13<sup>th</sup> at 6:00 p.m. He encouraged the Board's participation in both Christmas Parades. He stated that teachers and students were out of school on Friday, November 22<sup>nd</sup> through Friday November 29<sup>th</sup>. He stated that 12 month employees would begin their Thanksgiving break on Wednesday, November 27<sup>th</sup>. He wished safe travel to staff attending the Florida Classic in Orlando.

13. SCHOOL BOARD REQUESTS AND CONCERNS

Mr. Frost stated that he was concerned about items listed on the SIPs not being completed to help schools move forward. He stated that Skylert should be used a means of communicating with parents. He stated that staff should respond to parent issues and concerns in a timely manner. He stated that he also was concerned about the sale of cookies and candy on school campus. He stated that the evaluation process should include a checklist. He stated that the district should be operated as a business.

Mrs. Lewis stated that several emails were sent to staff along with a workshop by parent services on the use of the Skylert communication system. She stated that Skylert is used as a mode of communication with parents. She stated that she has a passion for reading. She encouraged everyone to give the gift of a book to students for Christmas. She requested a workshop in January to evaluate the district's federal programs, and to review the strategic plan.

Mr. Milton stated that he would provide Board members with a copy of the district's strategic plan.

14. The meeting was recessed at 6:43 p.m. for an executive session.

The Board convened in executive session at 6:50 p.m.; and adjourned at 7:50 p.m.

The regular meeting reconvened at 7:51 p.m.; and adjourned at 7:53 p.m.