

## SCHOOL BOARD WORKSHOP

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

June 11, 2018

6:00 P.M.

This workshop was open to the public and electronically recorded.

The following Board members were present: Mr. Steve Scott, Chairman; Mr. Tyrone D. Smith; Mrs. Audrey D. Lewis; Mr. Charlie D. Frost; and Mr. Isaac Simmons. 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. Steve Scott, at 6:03 p.m.

2. AGREEMENTS/CONTRACTS

a. ELL PAEC Contract

Dr. Maria Pouncey shared with the Board a summary of the ELL Program operation to include staff to implement the required EL operations of the district, student and family services, professional development, curriculum development and implementation, and general operations of the office. She stated that PAEC provide leadership, coordination and support of EL services to EL students to enhance opportunities for student growth and improved student academic performance. She stated that the ELL PAEC contract provide district services to ESOL, EL, Immigrant students in Gadsden County (i.e. after school teachers; tutors; summer school teachers, technology and/or programs used during ELL classes and/or tutorials, and supplies for students). She stated that the ELL PAEC contract allows for supervision and evaluation of all EL programs.

b. Gadsden County Health Department Contract

Ms. Jerri Stone, Registered Nurse at the Gadsden County Health Department, shared with the Board an overview of the Gadsden County Health Department Contract. She stated that the contract with the health department is an agreement with the Gadsden County School District to collaborate with the State of Florida, Department Health, Gadsden County Health Department (DOH-Gadsden) to deliver health care and health education programs that equip limited resource families and youth who are at risk for not meeting basic human needs, to lead positive, productive and contributing lives. She stated that each party agrees to promote a coordinated effort to achieve maximum health and

academic success of students and staff. She stated that there will be cooperative procedures for administering health care data collection, recording keeping, and immunizations. She stated that there will be training opportunities for DOH-Gadsden and Gadsden County School District personnel.

c. PAEC Membership and Participation Services

Dr. Maria Pouncey shared with the Board an overview of the PAEC Membership and Participation Services. She stated that there will be one signature page that incorporates into and subject to all terms and conditions of the Master Agreement between the School Board of Gadsden County and the School Board of Washington County on behalf of the Panhandle Area Educational Consortium. She stated that the signature page is also incorporated into and made a part of the Resolution and Contract for Participation for those services which have a District Assessment.

Mrs. Wood stated that the district's assessment for PAEC Membership Services was \$12,981.46; Professional Development Center \$17,467.56; Gateway Educational Computing Consultants (Finance/Payroll) – Gateway Support Services \$34,257.61, Skyward Software Services \$37,735.08; and Human Resources Support Services \$4,494.06. She stated that the total district assessment for PAEC membership services was \$127,551.37.

3. FINANCIAL TRANSACTIONS

a. SunTrust Purchasing Cards

Mrs. Wood stated that the district through the Corporate Card Program authorizes select employees to purchase goods and services related to business travel within given guidelines while conducting business on behalf of the Board. She stated that the Corporate Card is intended to be used for legitimate school district related purchases including but not limited to non-capital or retail goods and services, air fare, car rental or ground transportation, meals and lodging. She stated that this policy and related procedures apply to all employees participating in the corporate card program. She stated that the SunTrust Purchasing Card Agreement is current being reviewed by counsel.

4. AGREEMENTS/CONTRACTS

a. TCC Dual Enrollment Articulation Agreement

Dr. Sylvia Jackson shared with the Board an overview of the TCC Dual Enrollment Articulation Agreement. She stated that the Articulation Committee consists of the following individuals: Committee members from the School Board will be appointed by the Superintendent of the School Board or designee, and Committee members from TCC will be appointed by the President of TCC or designee. She stated that it is the responsibility of the high schools in the district to inform students of the availability of the dual enrollment program requirements and currently offered courses through the educational planning and guidance process. She stated that each high school will advertise

dual enrollment through a variety of methods. She stated that high school personnel will direct students to meet with their high school guidance counselors if they are interested in learning more about participation in the dual enrollment program. She stated that high school guidance counselors will review with the student criteria for participation in the dual enrollment program. She stated that information will also be available to students and parents on TCC's Dual Enrollment website. She stated that it is the responsibility of the high schools to notify parents about the option for their child to participate in dual enrollment courses through a variety of means. She stated that students must complete their registration form with their high school guidance counselor. She stated that the registration form must be completed with all the required information about course reference numbers as well as 2<sup>nd</sup> options. She stated that the completed registration form will be given to TCC's Dual Enrollment Advisor who will register the student for courses that are available at the time the form is received. She stated that either party may cancel the agreement upon thirty (30) days written notice should the other party fail substantially to perform in accord with its terms through no fault of the party initiating the termination. She stated that the agreement may be amended only by written communication signed by the Superintendent of the District School Board of Gadsden County and the President of Tallahassee Community College.

Mr. Smith left the meeting at 7:05 p.m. to attend a previous engagement.

b. Virtual Contracts

Ms. Rose Raynak shared with the Board a brief overview of virtual contracts. She stated that there are many online programs offered virtually during the school day. She stated that home school students who take courses off site have options for virtual school. She stated that options for virtual school include Florida Virtual; K-12 Fuel, Edgenuity and PAEC K-8. She stated that the district receives some FTE from virtual school providers, and some of the providers receive all FTE funds.

c. AdvancEd

Dr. Sylvia Jackson shared with the Board an overview of the Preliminary AdvancEd Engagement Review Report. She stated that the Preliminary Engagement Review Report is the report that the visiting team submits to the AdvancEd Accreditation Commission for final approval (June 20, 2018). She stated that barring any unusual circumstances, these reports are usually approved by the Commission. She stated that the team assesses the district's capacity in the 3 AdvancEd Domains: Leadership, Learning, and Resources. She stated that the results from the Engagement review are reported using four ratings represented by colors. She stated that the color red means needs improvement by identifying key areas that need more focused improvement efforts; the color yellow means emerging representing areas to enhance and extend current improvement efforts; the color green means meets expectations – pinpoints quality practices that meet the (AdvancEd Domain) Standards; and the color blue means exceeds expectations – demonstrates noteworthy practices producing clear results that exceed expectations. She stated that the district received 3 needs improvement ratings, 10 emerging ratings, 12

meets expectation ratings, and 6 exceeds expectation ratings. She stated that the powerful practices revealed that the district operates at a high level and ensures effective administration of the system and the schools and functions within its defined roles and responsibilities (Standards 1.4, 1.5); and the school system implements a professional learning program that ensures professional and classified staff have the knowledge, skills and ability to support the system's mission and vision. She stated that the improvement priorities revealed that the district should develop, implement and regularly evaluate a formalized program evaluation process, including a quality assurance component, that is documented, data-driven, well-articulated and contains clearly defined goals that produce results to inform decision making regarding student improvement and organizational effectiveness (Standards 1.11, 2.12); design, implement and monitor a systemic instructional process that includes the following opportunities: differentiated learning and assessment, project-and inquiry-based learning, meaningful student collaboration, self-reflection and personalized goal-setting, consistently rigorous instruction and expectations, and creative and innovative learning experiences (Standards 2.1, 2.2, 2.7); and create, implement and monitor an adult advocacy program for all learners to help ensure they are supported throughout their educational experience. She stated that the Index of Educational Quality (IEQ) score for the district was 305.94, and the Engagement Review Team recommended to AdvancED Accreditation Commission that the institution earns the distinction of accreditation for a five-year term. She stated that the next steps are to review and share findings with stakeholders, develop plans to address Improvement Priorities, use findings and data to guide and strengthen continuous improvement efforts; celebrate successes; and continue Improvement Journey.

Mrs. Lewis thanked Dr. Jackson for the review of findings from the Preliminary AdvancEd Engagement Review Report. She stated that Dr. Jackson prepared staff for the AdvancEd Team visit to the district.

## 5. Educational Items by the Superintendent

Mr. Milton shared with the Board a Schedule of Services and Reports for the district. He stated that he was participating in the Chief Executive Officer Leadership Development Program (CEOLDP) by the Superintendent's Association. He stated that Dr. Jackson and Mrs. Farlin will join him at a Superior Leadership Team Meeting at Eckerd's College July 31<sup>st</sup> and August 1<sup>st</sup>. He invited Board members to attend the PreK Parent meetings on July 25<sup>th</sup> and 26<sup>th</sup>. He also encouraged Board members to attend the summer programs.

## 6. School Board Requests and Concerns

In response to Mr. Scott's concern about School Resource Officers, Mr. Milton stated that the district has a total of seven School Resource Officers. He stated that the School of Hope Grant will provide one officer for George W. Munroe Elementary School. He stated that some of the schools will not have a School Resource Officer. He stated that Gadsden County is not the only district in Florida who will not have a School Resource Officer at each school prior to the start of the school year. He stated that a report will be sent to the Department of Education and information will be shared with the Board.

In reference to the Board's concern regarding a resolution to the Governor, the Board agreed to send a resolution affirming the district's commitment to providing a safe learning environment for students, teachers and staff; and their support of additional Legislative funding for safe schools.

Mr. Frost thanked the maintenance workers for their hard work during the African Methodist Episcopal Church Conference at Gadsden County High School.

7. The workshop adjourned at 7:50 p.m.