



FEBRUARY SUPPORT SERVICES UPDATE

Gadsden Technical College

Director Willie Jackson

Ongoing Projects: Student Common/Event Center Renovation, Marquee Repair, Technology upgrade, Post-secondary FOCUS Rollout (April 2025), DOE Monitoring Review (March 24-26), Associate in Science (AS) degree application, equipment acquisition for the new Applied Engineering Program at GCHS, and Nurse Clinicals

Day to Day Activities: CTE Day at GTC (2-27-25), Career Theme Course Registration, Adult Education Improvement Plan, Financial Aid (Pell and Veteran Affairs) reapproval process, Curriculum and Instruction monitoring (Syllabus Alignment with Curriculum Frameworks), 12 Grants management (All award letters received)

Anticipated Projects: Field trip to Gators National (March), Grants application cycle (March-April), COE Accreditation Letter (March 2025), GATE Program implementation (Award letter 2-15-25), Summer Youth dual enrollment program (June 2025), AS Degree approval, and implementation (Aug 2025), Student Common/Event Center opens (Aug 2025), Building Construction Management Technology Program "Tiny House" Partnership with Jones Construction (Aug 2025)

MARK YOUR CALENDAR

February 27, 2025

11:30 A.M.

Gadsden Technical College
Celebrates CTE Month

March 14 and 21, 2025

Career Source Job Fair

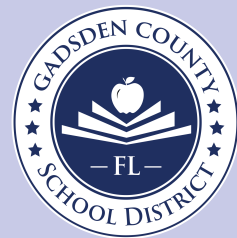
March 17, 2024

Bus Evacuation Workshop
Parent Liaisons & Volunteer
Planning Meeting

*Success is achieved through
effort, determination and
perseverance.*

*Perseverance is the hard work you
do after you get tired of doing the
hard work you already did.*

GADSDEN COUNTY
SCHOOL DISTRICT



Transportation Department

Director Matthew Bryant

8 out of nine buses with the Start Time Grant have been received.

Survey III Full Time Equivalency (FTE) for student data was completed on February 7, 2025.

Bus Evacuation Workshops were scheduled for the following dates, February 12th-13th. The workshop on the 12th was completed, but due to the inclement weather on the 13th, the workshop was rescheduled to March 17th, 2025. The following training courses were completed by all that attended the workshop.

- Driver Training Course: Emergency Evacuations - Teaches drivers how to safely evacuate the bus under various circumstances.
- Evacuation Planning for Students with Special Needs - Drivers and bus attendants must be prepared to implement an effective safety plan quickly if the bus must be evacuated.

Wheelchair Training for all ESE drivers and bus attendants was completed on February 11th, 2025.

- School bus drivers and transportation staff are tasked with the important responsibility of safely conveying students in wheelchairs in their vehicles. This course will cover the differences among various types of wheelchairs and the correct ways to secure them to your vehicle and the importance of using the four-point tie-down securement system to ensure the safety of wheelchair users during transportation. After completing this course participants will have a comprehensive understanding of wheelchair securement and safety on school buses and be equipped with the knowledge and skills necessary to provide safe and accessible transportation for all passengers.

MIS Department

Coordinator Darlean Youmans

Complete student and staff final data submissions for Survey 3

Submit survey R to FLDOE

Complete WDIS Survey W and X

Correct approval flow for requisition processing (Finance)

Submit PREID files for the Assessment office

Load PM2, ACT, SAT, and CLT Test Scores

Send transcripts to Bright Futures (Mid-year)

Assist Finance with Benefits Cost collection and verification process

Create Safety Shield reunification data files

Post 2nd nine-week and semester grades

Post report cards to the portal and Google Drive

Roll control data and student demographics for 25-26

Talented 20 Submission

Complete audit process for State Attorney General Office

Media and Technology

Director Dr. Wiggins and Coordinator John Thomas

The Data and voice networks are up and running throughout the district. We are updating, repairing and providing support as evidence by the list below.

- Havana Magnet School- During the past 30 days HMS experienced a network outage. This outage affected both the phone and internet at the school. The Vendor AT&T experienced a fiber cut. This has happened twice during the past 30 days. We worked with the schools and the vendor to expedite the restoration of services
- GCHS- The school site experienced a 3-day outage during the past 30 days. The outage was caused by a third-party vendor hardware failure. We were able to find a backup connection for internet access. We will be working to prioritize both voice and data traffic through direct connection with the district office. Due to the sporadic outages occurring at the school, we have a Comcast connection along with the AT&T connection supplying services to the school. A backup phone line has been installed. The back up line will not be affected by loss of service from the vendor
- Stewart Street Elementary School- The HVAC construction is complete. The repair of the Audio system was approved by the Board at the last meeting and the work has begun. We have also begun the upgrade of network assets at Stewart St with the new Fortinet hardware to include new wireless access points, switches, etc. We will assist in implementing the Mentoring program in the upcoming month.
- GEMS- Chromebooks 30 Delivered by Principal's Request.

*The above items represent issues which are out of the normal day of responding to help tickets, phone calls, etc, and should not be considered as the soul tasks of the department.

Human Resource Department

Director Dr. Sonya Jackson

- Collaborating with the Office of Professional Learning on Teacher Apprenticeship
- Provide assistance with filling vacant positions
- New Hires in the District: January - February 8 non-instructional, 10 instructional, 1 part-time non-instructional, 0 death, 8 resignations, 0 terminations, 2 retirements
- Processing data for proposal of GCCTA and GESPA salary increase
- Job Fair at Leon Career Center January 29, 2025
- MLK Fest Job Fair February 15, 2025
- Job Fair at Gadsden County Hiring Fair Pat Thomas Academy February 19, 2025
- Sites visits GCHS and SSES on February 5, 2025
- Sites visits WGMS, GEMS, and GBES February 13, 2025

Family & Community Engagement Office

Coordinator Gary Russ-Sills

Volunteer Services & Families in Transition Services

- TOY has been selected, and application has been submitted to the state office for consideration as the State of Florida DOE 2026 TOY of the year. We are grateful for those that served on the nominating committee and the interview panel. Congratulations to our TOY, Mrs. Ashley Uchebo, as well as all the schools' representatives.
- The department rolled out the new state initiative the Resiliency Coach training to help support our students with overcoming struggles in life and equipping them with skills to be more resilient. The first orientation for those coaches is slated to be held this Spring.
- On February 6, 2025, we hosted our Collaborative Partners' meeting and had **(19)** organizations/partners represented. From this meeting, we have secured **(4)** signed MOUs to help support our students and families with more anticipated being completed for the 24-25 school year.
- Over the past two months, the department has supported **(7)** families with uniforms and food requests. The department is currently awaiting approval for a \$20,000 uniform order to ensure that we are adequately stocked to support our students and families. The department has been actively supporting the schools with the McKinney-Vento required presentation and ensuring staff is aware of the requirements needed to adequately support our students and families.

Truancy & Attendance Compliance Services

- Over the past two (2) months, there have been **(13)** attendance intervention meetings held throughout the district to support our students with attending school regularly, as well as assisting families with ensuring students have resources to be successful.
- We are continuing to support schools with student support to work toward improving attendance, with the hopes of decreasing the **49.8%** (2123/4256) of our students who are below 90% attendance. Additionally, we have begun work on the implementation of the reporting phases of the attendance implementation model, to include notifying DMV of students with driving privileges, which now sits at over **(250)** students.

Home Education & Virtual Instruction Office

- We are continuing to enroll home education database, to include K12 and PAEC FLVS Franchise, whereas since 1/6/2025 there have been **(11)** letters of intent, **(13)** notice of terminations and **(1)** annual evaluation reported; and this includes **(4)** new enrollments in the PAEC FLVS Franchise.
- Our first Virtual Instruction Program Parent Expo was held (12/11/24) we provided information and reoriented families to the expectations of those enrolled in the district's virtual instruction program. We are constantly providing insight and information to parents and schools on the process of home education & virtual instruction programs.

Action Steps:

- Planning to host our next Parent Liaisons' & Volunteer Coordinators' meeting for **Monday, March 17, 2025**.
- Working to develop climate surveys for students, parents, school/district staff, as well as community members to gather pertinent information to improve the services offered by the district to begin facilitating in **May 2025**.
- Plans for the end of the year recognition event is underway to ensure that we recognize those teachers and support staff who have exemplified outstanding achievement over the past year to be held in **May 2025**.
- Developing the action plan for our next family/community meeting to be held in **April 2025**.
- Working with United Way of the Big Bend to kick-off our donation campaign, with the campaign period slated for **March 24th – April 4th**.

