

REGULAR SCHOOL BOARD MEETING

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

July 31, 2012

IMMEDIATELY FOLLOWING TENTATIVE BUDGET HEARING AT 6:00 P.M.

This meeting was open to the public and electronically recorded.

The following Board members were present: Mr. Judge B. Helms, Chairman; Mr. Eric F. Hinson; Mr. Charlie D. Frost; and Mr. Isaac Simmons. Also present were Mr. Reginald C. James, Superintendent and Secretary to the Board; Mrs. Deborah Minnis, Attorney for the Board; and others. Mr. Roger P. Milton was absent.

1. CALL TO ORDER

The meeting was called to order by the Chairman, Mr. Judge B. Helms, at 6:30 p.m.

2. OPENING PRAYER

Omitted.

3. PLEDGE OF ALLEGIANCE

Omitted.

4. RECOGNITIONS

Mr. James and the Board members recognized the following retirees for their dedicated and valuable service to the Gadsden County School District: 2010 – 2011 year – Mary Thompson, Patricia Harris, Vickie Stegall, Janice Forehand, Rhonda McEwen, Doris Wilson, Ozetta Davis, Regina Gore, Freddie Bailey, Linda Jones, Ruby McNealy, Annie Linch, Barbara Rollinson, Gwendolyn Bradwell, Katie Clements, Julanda Farmer, Ronnie Player, Barbara Smith, Maxine Scott, Jeanette Green, Linda Houck, Albert Stephens, David Leporati, Wilma Jackson, Thomas Farmer, Annie Keaton, Albert Vealey, Wanda Blocker, Susan Blume, and James Gaul. 2011 – 2012 year – Shirley Holt, Geraldine Rush, Rebecca Robinson, Rudolph Anderson, Lillie Denson, Terry Grubb, Lena Jones, Rita Carter, Annie Chandler, Helene Donald, Carson Ealy, Marsha Fitzgerald, Pauline Gunn, Herbert Richardson, Phyllis Simmons, Elizabeth Thompson, Peggy Tucker, Nancy Vanstone, Constance Youngblood, Jerry Roberts, Donna Lowman, Ira House, Sharon Zanders, Alynwood Alexander, Judy Henderson, Oween Bell, Deborah Anderson, Gaynell Bailey, and Aridean Jean-Baptiste. The retirees received an award for their years of service.

Mr. James recognized Stewart Street Elementary School for receiving the Exceeding Expectation Award for Performance.

Mr. Simmons recognized and congratulated his wife (Mrs. Phyllis Simmons) on her retirement.

Mr. Hinson recognized the following individuals Mrs. Arnita Grice-Walker as the district's union representative for the teachers; all retirees along with Ms. Linda Jones; Ms. Alice DuPont – Editor with the Gadsden County Times; and Mr. Byron Spires – Editor with the Havana Herald.

ITEMS FOR CONSENT

Mr. Helms entertained a motion to approve the remaining consent agenda. The motion was made by Mr. Charlie D. Frost, seconded by Mr. Eric F. Hinson and carried unanimously.

5. REVIEW OF MINUTES

- a. June 26, 2012, 4:30 p.m. – School Board Workshop
- b. June 26, 2012, 6:00 p.m. – Regular School Board Meeting
- c. July 10, 2012, 4:00 p.m. – School Board Workshop
- d. July 17, 2012, 6:00 p.m. - Special School Board Meeting

ACTION REQUESTED: The Superintendent recommended approval.

7. BUDGET AND FINANCIAL TRANSACTIONS

- a. Budget Amendment Number Thirty-One

Fund Source: 420 (Federal) Funds

Amount: \$0.00

ACTION REQUESTED: The Superintendent recommended approval.

- b. Budget Amendment Number Thirty-Four

Fund Source: 300 (Capital) Funds

Amount: \$-72,705.68

ACTION REQUESTED: The Superintendent recommended approval.

- c. Budget Amendment Number Thirty-Five

Fund Source: 434 (Federal ARRA) Funds

Amount: \$0.00

ACTION REQUESTED: The Superintendent recommended approval.

- d. Budget Amendment Number Thirty-Six

Fund Source: 410 (School Food Service) Funds

Amount: \$184,718.03

ACTION REQUESTED: The Superintendent recommended approval.

- e. Transfer from Capital Improvements Fund to General Fund for Maintenance

Fund Source: Capital Improvements Fund #379
Amount: \$750,000.00

ACTION REQUESTED: The Superintendent recommended approval.

8. AGREEMENTS/PROJECT/GRANT APPLICATIONS

- b. Contracted Services from General Fund

Fund Source: General Fund
Amount: \$23,950.00

ACTION REQUESTED: The Superintendent recommended approval.

- c. Contracted Services for Educational Software

Fund Source: General Fund
Amount: \$44,031.71

ACTION REQUESTED: The Superintendent recommended approval.

- e. Purchase Order for School Accreditation Fees

Fund Source: General Fund
Amount: \$8,450.00

ACTION REQUESTED: The Superintendent recommended approval.

- f. Contracted Services

Fund Source: Food Service
Amount: \$1,564,525.00

ACTION REQUESTED: The Superintendent recommended approval.

- g. Contracted Services

Fund Source: General Fund
Amount: \$417,926.36

ACTION REQUESTED: The Superintendent recommended approval.

- h. Contracted Services

Fund Source: General Fund	Capital Improvement	Federal
Amount: \$57,000.00	\$12,267.26	\$6,978.00

ACTION REQUESTED: The Superintendent recommended approval.

- i. Contracted Services

Fund Source: General Fund
Amount: \$180,500.00

ACTION REQUESTED: The Superintendent recommended approval.

- j. Contracted Services
Fund Source: General Fund
Amount: \$91,475.08
ACTION REQUESTED: The Superintendent recommended approval.
- k. Exceptional Student Education Policies and Procedures (SP&P)
Fund Source: N/A
Amount: N/A
ACTION REQUESTED: The Superintendent recommended approval.
- l. Cooperative Agreement For Inter-County Transfer Of Exceptional Students Between Leon County School Board And Gadsden County School Board
Fund Source: State FTE Funds
Amount: (determined by formula)
ACTION REQUESTED: The Superintendent recommended approval.
- m. Contracted Services with Speech/Language Pathologist Joy Scharein & The Gadsden County School Board
Fund Source: FEFP Dollars
Amount: \$65,000.00
ACTION REQUESTED: The Superintendent recommended approval.
- n. Contracted Music Therapy with Hakeem Leonard, MT-BC of Healing Hearts
Fund Source: IDEA
Amount: \$22,000.00
ACTION REQUESTED: The Superintendent recommended approval.
- o. Memorandum of Agreement Between Redlands Christian Migrant Association (RCMA) Head Start and Gadsden County School Board
Fund Source: FEFP Dollars for therapy provided to identified children
Amount: N/A
ACTION REQUESTED: The Superintendent recommended approval.
- p. Agreement Between the Gadsden County Public Schools and Independent Contractor for Occupational Therapy Services – Makesha Bush, OTR/L
Fund Source: FEFP Dollars
Amount: \$58.00 (per hour for actual hours worked)
ACTION REQUESTED: The Superintendent recommended approval.

- q. Contract Between the School Board of Gadsden County and Art Therapist, Beth Bostick-Cox
Fund Source: IDEA
Amount: \$15,500.00
ACTION REQUESTED: The Superintendent recommended approval.
- r. Contractor with Behavior Management Consultants, Inc. & Gadsden County School Board
Fund Source: Individuals with Disabilities Education Act (IDEA)
Amount: \$50,000.00 (not to exceed)
ACTION REQUESTED: The Superintendent recommended approval.
- s. Agreement Between the School Board of Gadsden County and the School Board of Seminole County (Medicaid Administrative Claiming)
Fund Source: Medicaid
Amount: \$9.00 Per Random Sampling Form
ACTION REQUESTED: The Superintendent recommended approval.
- t. Contractor for Medical Flex Spending Account
Fund Source: N/A
Amount: N/A
ACTION REQUESTED: The Superintendent recommended approval.
- u. Tracking Student Assessment Data
Fund Source: General Fund (\$3,327) and Federal (\$59,020.50)
Amount: \$62,348.00
ACTION REQUESTED: The Superintendent recommended approval.
- v. Purchase of Textbooks/E-Book Download Subscription
Fund Source: General Fund
Amount: \$10,965.35
ACTION REQUESTED: The Superintendent recommended approval.
- w. Purchase of Textbooks/E-Book Download Subscription
Fund Source: General Fund
Amount: \$204,465.00
ACTION REQUESTED: The Superintendent recommended approval.

- x. Purchase of Textbooks/Academic Software Subscription
Fund Source: General Fund (\$344,852.82) and Federal (\$7,200.00)
Amount: \$352,052.82
ACTION REQUESTED: The Superintendent recommended approval.
- y. Updates to School Board Policies
Fund Source: General Fund
Amount: \$16,820.00
ACTION REQUESTED: The Superintendent recommended approval.
- bb. School Food Service Membership in POWER Buying Group
Fund Source: School Food Service
Amount: \$3,400.00 in dues
ACTION REQUESTED: The Superintendent recommended approval.
- cc. Contract for School Food Service with Mathematica in Response to Requirement of USDA
Fund Source: School Food Service
Amount: No Cost
ACTION REQUESTED: The Superintendent recommended approval.
- dd. Gadsden County School Board Head Start 2012 – 2013 Refunding Application and Program Improvement Plan
Fund Source: Head Start
Amount: \$2,042,425.00
ACTION REQUESTED: The Superintendent recommended approval.
- ff. The School Board of Gadsden County, Contract With Independent Contractor Janice M. Gilchrist
Fund Source: IDEA Dollars
Amount: \$40,500.00 (est.)
ACTION REQUESTED: The Superintendent recommended approval.

10. SCHOOL FACILITY/PROPERTY

- a. Request to Delete from Capital Assets and Sale to Highest Bidder Motor Vehicles (2-FORD Crown Vic)
Fund Source: Applicable Funds
Amount: \$21,970.00
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.

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

a. Personnel 2011 – 2012

ACTION REQUESTED: The Superintendent recommended approval.

b. Personnel 2012 – 2013

In response to Mr. Hinson's concern whether the proper funding was budgeted for personnel, Mrs. Wood responded, yes.

Dr. Hightower requested the Board make the correction to changed Yasmeen Leon's position to a Science Teacher and not a coach.

Following discussion, Mr. Charlie D. Frost made a motion to accept the Superintendent's recommendation with the noted changes to correct Yasmeen Leon's position to Science Teacher. The motion was seconded by Mr. Isaac Simmons and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

*7. **BUDGET AND FINANCIAL TRANSACTIONS**

f. Honeywell Energy Cost Avoidance Report

Fund Source: N/A
Amount: N/A

Mr. Simmons requested a workshop to further discuss the Honeywell Cost Avoidance Report. He made a motion to not approve agenda item #7f. The motion was seconded by Mr. Eric F. Hinson and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

*8. **AGREEMENTS/PROJECT/GRANT APPLICATIONS**

a. Honeywell Contracted Services

Fund Source: Capital Improvements
Amount: \$99,792.75

Mr. Simmons requested a workshop to discuss the contract with Honeywell. He made a motion to not approve agenda item #8a. The motion was seconded by Mr. Eric F. Hinson and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

d. Contracted Services to Fund Parent Link

Fund Source: General Fund
Amount: \$18,033.00

Mr. Helms requested the funds be divided between federal and Title I funds for the parent link contracted services.

Mrs. Wood stated that the funds could not be divided between federal and Title I funds because of a past disallowance with federal funds. She stated that the funds for the contract with parent link have always been paid from the general fund.

Mr. Simmons stated that some of the telephone numbers as well as contact information needed to be updated for the parents.

Mr. Hinson stated that he preferred using the program Phone Back for a savings.

Following discussion, Mr. Isaac Simmons made a motion to accept the Superintendent's recommendation to approve agenda item #8d. The motion was seconded by Mr. Charlie D. Frost and carried with Mr. Simmons, Mr. Helms, and Mr. Frost voting "aye." Mr. Hinson voted "nay."

ACTION REQUESTED: The Superintendent recommended approval.

z. Health Insurance Contracts for 2012 – 2013

Fund Source: All Funds With Payroll
Amount: Varies by Type of Coverage

Employees:	For "Employee Only" with CHP – decrease \$0.25 / month
Board:	For "Employee Only" with CHP – increase \$21.93 / month
Employees:	For "Employee Only" with BCBS – increase \$38.50 / month
Board:	For "Employee Only" with BCBS – decrease \$31.28 / month

Mr. Simmons stated that the Board was incurring all of the increased health insurance cost for the employees. He stated that the Board is doing everything to benefit employees.

Mr. Helms stated that the following corrections needed to be made to the Board's portion with CHP for employees to \$22.18 and not \$21.93; and the Board's portion with BCBS for employees should be \$13.28 and not \$31.28.

Mr. Helms thanked the insurance committee for their hard work.

Following discussion, Mr. Isaac Simmons made a motion to accept the Superintendent's recommendation to approve agenda item #8z with the corrections to change the Board's portion with CHP for employees to \$22.18 and not \$21.93; and the Board's portion with BCBS for employees to \$13.28 and not \$31.28. The motion was seconded by Mr. Charlie D. Frost and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

- aa. Insurance – General Liability, Auto, Property and Workers Compensation for 2012 – 2013

Fund Source: General Fund for General Liability, Auto Liability, Auto Physical Damage, and Property. Workers Compensation Premiums are tied to employee’s funding source by individual.

Amount: \$836,387.00 based on 2012 – 2013

Mr. Simmons requested a brief overview of the Insurance – General Liability, Auto, Property and Worker’s Compensation for 2012 – 2013.

Mr. Craig McMillan stated that the Board’s Insurance Trust Fund is through Florida League of Cities. He stated that the district has received over approximately \$100,000.00 per year from Florida League of Cities. He stated that there are some problems with worker’s compensation claims. He stated that there is a safety committee to help inform individuals of safety hazards.

Following discussion, Mr. Eric F. Hinson made a motion to accept the Superintendent’s recommendation to approve agenda item #8aa. The motion was seconded by Mr. Charlie D. Frost and carried with Mr. Hinson, Mr. Frost and Mr. Helms voting “aye.”

Mr. Simmons stepped out of the meeting, and did not cast a vote.

Mr. Isaac Simmons made a motion to reconsider the vote on agenda item #8aa. The motion was seconded by Mr. Charlie D. Frost and carried unanimously.

Mr. Isaac Simmons made a motion to accept the Superintendent’s recommendation to approve agenda item #8aa. The motion was seconded by Mr. Eric F. Hinson and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

- ee. Purchase of the District Wide Student Information System

Fund Source: RTTT	General
Amount: \$160,909.00	\$22,276.00

Mr. Isaac Simmons inquired about the funding source for the District Wide Student Information System coming from the Race To The Top Grant and the General Fund.

In response to Mr. Helms’ concern regarding whether or not the cost to provide inservice for teachers was included in the purchased cost, Mrs. Smith stated yes the price was included in the cost.

Following discussion, Mr. Isaac Simmons made a motion to accept the Superintendent’s recommendation to approve agenda item #8ee. The motion was seconded by Mr. Eric F. Hinson and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

*9. STUDENT MATTERS

- a. Student Transfers – See back-up material

Ms. Sandra Yon, parent of student transfer request #073112-02, addressed the Board to request that student #073112-02 be allowed to attend school in Leon County.

Mr. Ephraim Serrant, parent of student transfer request #073112-07, addressed the Board to request that student #073112-07 be allowed to attend school in Leon County. He stated that Leon High School is closer to his employment.

Mr. Simmons stated that according to Board's Policy, the student transfer requests presented did not meet School Board Policy.

Following discussion, Mr. Isaac Simmons made a motion to not approve agenda item #9a. The motion was seconded by Mr. Charlie D. Frost and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

*10. SCHOOL FACILITY/PROPERTY

- b. Request to Delete from Capital Assets and sale to Tallahassee Community College

Fund Source: Applicable Funds
Amount: \$57,466.00

Mr. Frost requested an overview of the Capital Assets and sale to Tallahassee Community College.

Mr. Bruce James stated that an amendment has been done to agenda item #10b. He stated that the Capital Asset will be bid. He stated that the bus was not pulled specifically for Tallahassee Community College. He stated that the bus was classified as surplus.

Following discussion, Mr. Charlie D. Frost made a motion to defer action on agenda item #10b. The motion was seconded by Mr. Eric F. Hinson and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

*11. EDUCATIONAL ISSUES

- a. Gadsden District K-12 Comprehensive Reading Plan

Fund Source: FEFP
Amount: \$344,791.00

Following discussion, Mr. Isaac Simmons made a motion to accept the Superintendent's recommendation to approve agenda item #11a. The motion was seconded by Mr. Charlie D. Frost and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

12. CONSIDERATION, PROPOSAL, AND/OR ADOPTION OF ADMINISTRATIVE RULES AND RELATED MATTERS

- a. Approval of School Board Policy 2.25 (subsection Code of Student Conduct)

Fund Source: N/A

Amount: N/A

Mr. Simmons stated that the Board previously had a workshop and extensively discussed School Board Policy 2.25 (subsection Code of Student Conduct). He made a motion to accept the Superintendent's recommendation to approve agenda item #12a. The motion was seconded by Mr. Charlie D. Frost and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

13. EDUCATIONAL ITEMS BY THE SUPERINTENDENT

Mr. James announced that the Back to School Rally was scheduled for Thursday, August 16th, 9:00 a.m. at East Gadsden High School. He stated that students will return to school on Monday, August 20th. He stated that he was expecting to have a great school year.

14. SCHOOL BOARD REQUESTS AND CONCERNS

Mr. Frost stated that a parent was concerned about where to send her child to school. He stated that he recommended the parent send her child to James A. Shanks Middle School, because he believes in the system 100%.

Mr. James stated that there have been fewer student incidents this prior school year. He stated that the district is moving forward. He stated that the quality of education in the district is excellent.

Mr. Simmons announced that Commissioner of Education Gerard Robinson had just resigned. He stated that he attended the NSBA Southern Region Conference in Mississippi. He stated that the district's challenge is to become a greater school district. He stated that the district must improve every year to reverse the trend of declining enrollment. He stated that the district is competing every day with other educational providers. He stated that the grading system is hilarious. He stated that the FCAT does not measure a child. He stated that he believes in the system, and the Superintendent is doing a good job.

Mr. Hinson stated that that the top teachers are needed in PreK. He stated that a net needed to be placed around the racquetball court at Havana Middle School. He stated that blinds were needed in the classrooms at Havana Elementary School, as well as the drainage system needed to be checked.

Mr. Helms announced that the Bright Future Summer Camp Banquet was scheduled for Wednesday, August 1st at 6:00 p.m.; and a budget workshop was scheduled for August 21st at 5:00 p.m.

15. The meeting adjourned at 8:00 p.m.