

AGENDA

FINAL BUDGET HEARING

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

September 15, 2009

6:00 P.M.

THIS MEETING IS OPEN TO THE PUBLIC

1. CALL TO ORDER
2. APPROVAL OF MILLAGE LEVY FOR THE 2009 – 2010 FISCAL YEAR
SEE PAGE #3

ACTION REQUESTED: The Superintendent recommends approval.

3. APPROVAL OF 2009 – 2010 FINAL BUDGET - **SEE PAGE #7**

Fund Source: All Funds

Amount: Total Estimated Revenue = \$58,996,791.35
Total Projected Expenditures = \$55,005,292.08

ACTION REQUESTED: The Superintendent recommends approval.

4. APPROVAL OF 2008 – 2009 SUPERINTENDENT’S ANNUAL FINANCIAL
REPORT – **SEE PAGE #8**

Fund Source: All Funds

Amount: Total Actual Revenue = \$63,123,389.66
Total Actual Expenditures = \$61,322,079.12

ACTION REQUESTED: The Superintendent recommends approval.

ITEMS FOR CONSENT

5. AGREEMENTS/CONTRACTS

- a. Amendment to Contract with Barkley Security – **SEE PAGE #9**

Fund Source: General Fund

Amount: \$175,392.00 (\$12.18/hour x 10 Security Guards x 8 hours/day x 180 days of school)

ACTION REQUESTED: The Superintendent recommends approval.

- b. Loan to Purchase 24 School Buses – **SEE PAGE #12**

Fund Source: Capital Improvements Fund

Amount: Loan Amount \$1,818,042.00 with a fixed rate of 3.45%

ACTION REQUESTED: The Superintendent recommends approval.

6. EDUCATIONAL ITEMS BY THE SUPERINTENDENT

7. SCHOOL BOARD REQUESTS AND CONCERNS

8. ADJOURNMENT

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 2

DATE OF SCHOOL BOARD MEETING: September 15, 2009

TITLE OF AGENDA ITEMS: Approval of Millage Levy for the 2009-10 Fiscal Year

DIVISION: Finance Department

PURPOSE AND SUMMARY OF ITEMS:

Pursuant to Chapter 200 Florida Statutes, Board approval is requested to set the millage levy for 2009-2010 for the Gadsden County School District.

PREPARED BY: Bonnie Wood

POSITION: Assistant Superintendent for Business Services

Please return completed form to:
 Florida Department of Education
 Office of Funding and Financial Reporting
 325 W. Gaines St., Room 824
 Tallahassee, FL 32399-0400

FLORIDA DEPARTMENT OF EDUCATION

**RESOLUTION DETERMINING
 REVENUES AND MILLAGES LEVIED**

RESOLUTION OF THE DISTRICT SCHOOL BOARD OF GADSDEN COUNTY, FLORIDA, DETERMINING THE AMOUNT OF REVENUES TO BE PRODUCED AND THE MILLAGE TO BE LEVIED FOR THE GENERAL FUND, FOR THE DISTRICT LOCAL CAPITAL IMPROVEMENT FUND, AND FOR DISTRICT DEBT SERVICE FUNDS FOR THE FISCAL YEAR BEGINNING JULY 1, 2009, AND ENDING JUNE 30, 2010.

WHEREAS, Section 1011.04, Florida Statutes, requires that upon receipt of the certificate of the property appraiser giving the assessed valuation of the county and of each of the special tax school districts, the school board shall determine by resolution the amounts necessary to be raised for current operating purposes and for debt service funds and the millage to be levied for each such fund, including the voted millage; and

WHEREAS, Section 1011.71, Florida Statutes, provides for the amounts necessary to be raised for local capital improvement outlay and the millage to be levied; and

WHEREAS, the certificate of the property appraiser has been received;

THEREFORE, BE IT RESOLVED by the District School Board that the amounts necessary to be raised as shown by the officially adopted budget and the millages necessary to be levied for each school fund of the district for the fiscal year are as follows:

1. DISTRICT SCHOOL TAX (nonvoted levy)

a) Certified taxable value	b) Description of levy	c) Amount to be raised	d) Millage levy
\$ <u>1,546,899,495</u>	Required Local Effort	\$ <u>8,056,098</u>	<u>5.4820</u> mills
	Required Local Effort - Prior Period Adjustment	\$ <u>0</u>	<u> </u> mills

2. DISTRICT SCHOOL TAX DISCRETIONARY MILLAGE (nonvoted levy)

a) Certified taxable value	b) Description of levy	c) Amount to be raised	d) Millage levy
\$ <u>1,546,899,495</u>	Discretionary Operating	\$ <u>1,099,227</u>	<u>0.7480</u> mills

3. DISTRICT SCHOOL TAX ADDITIONAL MILLAGE (voted levy)

a) Certified taxable value	b) Description of levy	c) Amount to be raised	d) Millage levy
\$ <u> </u>	Additional Operating	\$ <u> </u>	<u> </u> mills
	Additional Capital Improvement	\$ <u> </u>	<u> </u> mills

4. DISTRICT DISCRETIONARY LOCAL CAPITAL IMPROVEMENT TAX (nonvoted levy)

a) Certified taxable value	b) Description of levy	c) Amount to be raised	d) Millage levy
\$ <u>1,546,899,495</u>	Discretionary Local Capital Improvement	\$ <u>2,204,332</u>	<u>1.5000</u> mills
	Discretionary Capital Outlay	\$ <u>0</u>	<u> </u> mills

5. DISTRICT DEBT SERVICE TAX (voted)

a) Certified taxable value	b) Description of levy	c) Amount to be raised	d) Millage levy
\$ _____	_____	\$ _____	_____ mills
	_____	\$ _____	_____ mills
	_____	\$ _____	_____ mills
	_____	\$ _____	_____ mills
	_____	\$ _____	_____ mills

6. THE TOTAL MILLAGE RATE TO BE LEVIED EXCEEDS IS LESS THAN THE ROLL-BACK RATE COMPUTED PURSUANT TO SECTION 200.065(1), F.S., BY 4.43 PERCENT.

STATE OF FLORIDA

COUNTY OF GADSDEN

I, Reginald C. James, Superintendent of Schools and ex officio Secretary of the District School Board of Gadsden County, Florida, do hereby certify that the above is a true and complete copy of a resolution passed and adopted by the District School Board of Gadsden County, Florida, September 15, 2009.

Signature of Superintendent of Schools

Date of Signature

Note: Copies of this resolution shall be sent to the Florida Department of Education, School Business Services, Office of Funding and Financial Reporting, 325 W. Gaines Street, Room 824, Tallahassee, Florida 32399-0400; county tax collector; and county property appraiser.

Please return completed form to:
 Florida Department of Education
 Office of Funding and Financial Reporting
 325 W. Gaines St., Room 824
 Tallahassee, FL 32399-0400

**FLORIDA DEPARTMENT OF EDUCATION
 RESOLUTION DETERMINING
 CRITICAL NEEDS
 REVENUES AND MILLAGES LEVIED**

RESOLUTION OF THE DISTRICT SCHOOL BOARD OF GADSDEN COUNTY, FLORIDA,
 DETERMINING THE AMOUNT OF REVENUES TO BE PRODUCED AND THE MILLAGE TO BE
 LEVIED FOR CRITICAL CAPITAL OUTLAY NEEDS OR CRITICAL OPERATING NEEDS FOR THE
 FISCAL YEAR BEGINNING JULY 1, 2009, AND ENDING JUNE 30, 2010.

WHEREAS, Section 1011.71(3)(b), Florida Statutes, provides for the amounts necessary to be raised for either critical capital outlay needs or critical operating needs and the 0.25 mills to be levied; and

WHEREAS, the Board has authorized by a super majority vote; and

WHEREAS, the certificate of the property appraiser has been received;

THEREFORE, BE IT RESOLVED by the District School Board that the amounts necessary to be raised as shown by the officially adopted budget and the millages necessary to be levied for critical needs for the fiscal year are as follows:

1. DISTRICT SCHOOL TAX DISCRETIONARY MILLAGE (nonvoted levy)

a) Certified taxable value	b) Description of levy	c) Amount to be raised	d) Millage levy
\$ <u>1,546,899,495</u>	Critical Operating Needs	\$ <u>367,389</u>	<u>0.2500</u> mills

2. DISTRICT LOCAL CAPITAL IMPROVEMENT TAX DISCRETIONARY MILLAGE (nonvoted levy)

a) Certified taxable value	b) Description of levy	c) Amount to be raised	d) Millage levy
\$ _____	Critical Capital Outlay Needs	\$ _____	_____ mills

STATE OF FLORIDA

COUNTY OF GADSDEN

I, Reginald C. James, Superintendent of Schools and ex officio Secretary of the District School Board of Gadsden County, Florida, do hereby certify that the above is a true and complete copy of a resolution passed and adopted by a super majority vote of the District School Board of Gadsden County, Florida, September 15, 2009.

 Signature of Superintendent of Schools

 Date of Signature

Note: Copies of this resolution shall be sent to the Florida Department of Education, School Business Services, Office of Funding and Financial Reporting, 325 W. Gaines Street, Room 824, Tallahassee, Florida 32399-0400; county tax collector; and county property appraiser.

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 3

DATE OF SCHOOL BOARD MEETING: September 15, 2009

TITLE OF AGENDA ITEMS: Approval of 2009 – 2010 Final Budget

DIVISION: Finance Department

PURPOSE AND SUMMARY OF ITEMS:

Pursuant to Sections 200.065 and 1011.03 Florida Statutes, the Board is requested to adopt the Final Budget for the 2009-2010 school year.

FUND SOURCE: All Funds

AMOUNT: Total Estimated Revenue = \$58,996,791.35
Total Projected Expenditures = \$55,005,292.08

PREPARED BY: Bonnie Wood

POSITION: Assistant Superintendent for Business Services

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 4

DATE OF SCHOOL BOARD MEETING: September 15, 2009

TITLE OF AGENDA ITEMS: Approval of 2008-2009 Superintendent's Annual Financial Report

DIVISION: Finance Department

PURPOSE AND SUMMARY OF ITEMS:

Board approval is requested for the 2008-2009 Superintendent's Annual Financial Report.

Governmental Accounting Standards Board (GASB) requires all governments, including special-purpose governments such as school districts, to implement a financial reporting model comprised of Management's Discussion and Analysis (MD&A), basic financial statements, notes to the financial statements, and other required supplementary information. Also, the Report complies with the format for the Comprehensive Annual Financial Report presented in the *Codification of Governmental Accounting and Financial Reporting Standards* (Statement 34 Edition) published by the GASB.

This is approval of the second half of the AFR which includes the OPEB data.

FUND SOURCE: All Funds

AMOUNT:	Total Actual Revenue =	\$63,123,389.66
	Total Actual Expenditures =	\$61,322,079.12

PREPARED BY: Bonnie Wood

POSITION: Assistant Superintendent for Business Services

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 5a

DATE OF SCHOOL BOARD MEETING: September 15, 2009

TITLE OF AGENDA ITEMS: Amendment to Contract with Barkley Security

DIVISION: Security and Finance Departments

PURPOSE AND SUMMARY OF ITEMS:

Article 3 of the Professional Services Agreement between the School Board of Gadsden County and the Barley Security Agency provides for the extension of the agreement for two additional years upon mutual consent between both parties. This amendment is for the second year of the extension.

The amendment also contains additional provisions as shown on the attachment.

FUND SOURCE: General Fund

AMOUNT: \$175,392.00 (\$12.18/hour X 10 Security Guards X 8 hours/day X 180 days of school)

PREPARED BY: Bonnie Wood

POSITION: Assistant Superintendent for Business Services

School Board of Gadsden County, Florida
AMENDMENT: CONTRACTUAL AGREEMENT
Fiscal Yea: 2009-2010

This amendment pertains to the Professional Services Agreement between the School Board of Gadsden County, Florida (AGENCY) and Barkley Security Agency, Inc. (CONTRACTOR).

NOW, THEREFORE, the parties agree to the following amendments:

ARTICLE 1. ENGAGEMENT OF THE CONTRACTOR

- (b) The CONTRACTOR agrees to provide properly certified and licensed security officers who are armed appropriately which may include carrying weapons. The CONTRACTOR will provide documentation of the training and licensure of any security officer carrying a weapon on property owned or managed by AGENCY. The CONTRACTOR shall notify the AGENCY'S site administrator if any of its security officers are armed while on the AGENCY'S property.

ARTICLE 2. SCOPE OF SERVICE

QUALIFICATIONS

- (e) The CONTRACTOR agrees to comply with the requirement of Section 1012.467, Florida Statutes (The Jessica Lunsford Act). In accordance with the Act, all CONTRACTOR personnel who will be on AGENCY sites during the time students are present, shall have a fingerprint-based background check performed at CONTRACTOR'S expense. Any CONTRACTOR personnel found to be disqualified from working while students are present in accordance with Section 1012.467(2)(g), Florida Statutes, shall not be assigned to any facility where students are present.
- (f) The CONTRACTOR agrees to provide security personnel who are ambulatory and capable of patrolling corridors, facilities and properties where needed or requested.

ARTICLE 3. DURATION OF AGREEMENT

In accordance with Article 3, the AGREEMENT shall be extended for 1 additional year for the period August 24, 2009 to June 3, 2010.

ARTICLE 4. LEVEL OF SERVICES

- (a) CONTRACTOR'S personnel can only use physical force if the student or any other person is in danger of serious bodily injury or is imminent danger of death.

CONTRACTOR'S personnel shall use only that force reasonably necessary to prevent or stop the occurrence of the serious bodily injury or imminent death. CONTRACTOR'S personnel will receive appropriate use-of-force training. Documentation of such training shall be provided to the Superintendent or his designee.

ARTICLE 5. COMPENSATION

1. A. For the 2009-2010 school year, ten (10) Security Guards @ 12.18/hour for an amount not to exceed \$175,392.00. Actual payment will be based on time and attendance sheets.

IN WITNESS WHEREOF, the School Board of Gadsden County, Florida and have executed this AGREEMENT.

Barkley Security Agency, Inc.

Chairman, School Board of Gadsden County

Date

Date

ATTESTED BY: Reginald C. James
Superintendent of Schools

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 5b

DATE OF SCHOOL BOARD MEETING: September 15, 2009

TITLE OF AGENDA ITEMS: Loan to Purchase 24 School Buses

DIVISION: Transportation and Finance Departments

PURPOSE AND SUMMARY OF ITEMS:

Board approval is requested to borrow \$1,818,042.00 from Capital City Bank to purchase 24 buses. This loan amount would be added to the District's Capital Improvements revenue of \$500,000.00 to complete the entire purchase amount of \$2,318,041.00.

The price of the buses is based on the current State of Florida bus bid that expires on September 25, 2009. The District's Attorney has reviewed the attached contract.

FUND SOURCE: Capital Improvements Fund

AMOUNT: Loan Amount \$1,818,042.00 with a fixed rate of 3.45%

PREPARED BY: Rocky Pace and Bonnie Wood

POSITION: Director of Transportation and Assistant Superintendent for Business Services



September 8, 2009

Ms. Bonnie Wood
Asst. Superintendent for Business & Finance
The School Board of Gadsden County
35 Martin Luther King Jr. Blvd.
Quincy, FL 32351

Dear Ms. Wood:

I am pleased to inform you that Capital City Bank has approved the loan request by Gadsden County School Board in the amount of \$1,818,042.00. The loan is subject to the following terms and conditions:

Amount Financed: \$1,818,042.00

Loan Purpose: The loan proceeds will be used to purchase 24 Thomas Buses.

Structure: Principal and interest will be due on December 31st of each year. The loan will commence on or around February 1, 2010. The first payment will be due on December 31, 2010. The term of the loan is 4 years and 11 months and the loan will fully amortize during this time period. The final payment will be due on December 31, 2014.

Interest Rate: 3.45%. This is a tax-exempt rate and it will be fixed for the duration of the subject loan.

Security: The loan will be secured by a covenant to budget and appropriate funds sufficient to make the annual payments on this loan each year.

Prepayment Penalty: None

Fee: \$1,800 Administrative, Underwriting, and Document Preparation Fee.

Conditions:

1) School Board must submit the following items to Capital City Bank prior to closing: Board Resolution authorizing the transaction; IRS Form 8038-G; and any other potential documentation the Bank may need to ensure this is a tax-exempt, Bank Qualified transaction.

2) This commitment and the proposed rate will expire in 45 days. If the loan has not closed by that time then the Bank will need to issue a new commitment letter with a new rate reflective of market conditions.

If you are in agreement with the above terms and conditions, please execute this commitment letter and return the original to me.

Sincerely,



Emory Mayfield, Jr.
Senior Vice President,
Institutional Banking

CC: Mr. Walter McPherson, Gadsden County Community
President

I am in agreement with the above terms and conditions.

Mr. Judge Helms, Chairman, Gadsden County School Board

AMORTIZATION SCHEDULE FOR GADSDEN COUNTY SCHOOL LOAN

Annual Interest Rate:	3.45%
Term of Loan:	4 years, 11 months
Principal & Interest Due:	Annually
Loan Amount:	\$ 1,818,042.00
Origination Date:	February 1, 2010

Payment Date	Interest Due	Principal Due	Total Payment	Balance
12/31/2010	\$52,978.81	\$316,024.15	\$369,002.96	1,502,017.85
12/31/2011	\$46,220.22	\$356,328.46	\$402,548.68	1,145,689.39
12/31/2012	\$33,730.62	\$368,818.06	\$402,548.68	776,871.33
12/31/2013	\$20,803.26	\$381,745.43	\$402,548.68	395,125.91
12/31/2014	\$7,422.78	\$395,125.91	\$402,548.68	(0.00)
Total	\$161,155.69	\$1,818,042.00	\$1,979,197.69	