

## SPECIAL BOARD MEETING

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

November 13, 2012

4:00 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; Mr. Roger P. Milton; 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.

1. CALL TO ORDER

The meeting was called to order by the Chairman, Mr. Judge B. Helms, at 4:05 p.m.

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

a. Personnel 2012 – 2013

Mr. Roger P. Milton made a motion to accept the Superintendent's recommendation to approve agenda item #2a. The motion was seconded by Mr. Isaac Simmons and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

3. AGREEMENTS/PROJECT/GRANT APPLICATIONS

a. Letter Purchase Orders for Services Pursuant to Agreement No. DESF 030928-PAEC

Fund Source: General Fund  
Amount: \$92,903.40

Mr. Isaac Simmons made a motion to accept the Superintendent's recommendation to approve agenda item #3a. The motion was seconded by Mr. Eric F. Hinson and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

b. Legal Services to Support Retention of Teachers for Immigration

Fund Source: Federal Funds - 420 Fund Title I School Improvement and 432  
Title I School Improvement ARRA  
Amount: \$50,000.00

Mr. Helms asked if \$50,000 was the total amount or the first installment of the legal services to support retention of teachers for immigration.

Dr. Hightower stated that \$50,000 was the total amount and sufficient to cover legal services to support retention of teachers for immigration. He stated that the legal services to support retention of teachers for immigration were a five year contract and there was no charge to the Department of Labor.

Mr. James stated that the district will not use general funds to pay for the retention of teachers for immigration.

Following discussion Mr. Roger P. Milton made a motion to accept the Superintendent's recommendation to approve agenda item #3b. The motion was seconded by Mr. Isaac Simmons and carried unanimously.

Mr. Frost left the meeting for a brief moment and did not cast a vote.

**ACTION REQUESTED:** The Superintendent recommended approval.

c. Acceptance of C12CS23445, Affordable Care Act Grant for School Based Health Centers Capital Program

Fund Source: U. S. Department of Health and Human Services, Health  
Resources and Services Administration (HRSA)  
Amount: Revenue = \$499,974.00

Mr. Milton thanked the School Based Health Centers Capital Program committee members for their assistance with the grant funding.

Mrs. Wood stated that the Affordable Care Act Grant for School Based Health Centers Capital Program was in the process of being resubmitted. She stated that the grant will provide for the purchase of equipment, infrastructure and construction/renovation costs (capital outlay, and professional and technical services, i.e., architectural and engineering) in support of quality school-based health centers (SBHC) with dental, mental and physical health, examination and triage services at George W. Munroe Elementary School, James A. Shanks Middle School, and Havana Middle School.

Following discussion, Mr. Roger P. Milton made a motion to accept the Superintendent's recommendation to approve agenda item #3c. The motion was seconded by Mr. Eric F. Hinson and carried unanimously.

**ACTION REQUESTED:** The Superintendent recommended approval.

d. Midway Arts and Sciences Academy of Excellence Charter School Application

Fund Source: N/A  
Amount: N/A

Mr. Helms asked for clarification on the approval for the application of the Midway Arts and Sciences Academy of Excellence Charter School. He stated that he has concerns with the contract in the following areas: facilities, transportation, administration and students.

Mr. Auburn Ford, Midway City Manager, stated that the Midway Arts and Sciences Academy of Excellence Charter School's goal is to serve 250 students.

Mrs. Wood stated that based on information received at a financial conference, approval of the charter application would move approximately \$1.5 out of the district's budget. She stated that the charter will be a sub-recipient.

In response to Mr. Frost's concern whether the process would continue if the Midway City Manager changed, Mr. Ford stated that the process will continue with the new City Manager and the Governor's Board.

Mr. Simmons stated that the charter contract needs to be specific with 250 students. He stated that the Board of Education has agreed to push for more charter schools. He stated that the district needed to be competitive. He stated that the district needs to do a better job of marketing its programs. He stated that a workshop needed to be scheduled to further discuss ways to market the district programs.

Following discussion, Mr. Roger P. Milton made a motion to accept the Superintendent's recommendation to approve agenda item #3d. The motion was seconded by Mr. Isaac Simmons and carried unanimously.

Mr. Helms stated that the Board's approval was for the charter application only.

**ACTION REQUESTED:** The Superintendent recommended approval.

Mrs. Nell Cunningham addressed the Board to thank them for their support with the Affordable Care Grant for School Based Health Centers Capital Program. She stated that the children of Gadsden County will benefit greatly from the grant.

4. EDUCATIONAL ISSUES

a. District Improvement and Assistance Plan

Fund Source: N/A  
Amount: N/A

Mr. Roger P. Milton made a motion to accept the Superintendent's recommendation to approve agenda item #4a. The motion was seconded by Mr. Eric F. Hinson and carried unanimously.

**ACTION REQUESTED:** The Superintendent recommended approval.

b. School Advisory Council Rosters

Fund Source: N/A  
Amount: N/A

Mr. Helms stated that the School Advisory Council Rosters for Gadsden Central Academy and Crossroad Academy Charter School were missing.

Ms. Audrey Lewis stated that the School Advisory Council Roster for Crossroad Academy Charter School will be presented to the Board at the next meeting.

Following discussion, Mr. Roger P. Milton made a motion to defer action on agenda item #4b in order to allow principals to make the necessary corrections to their School Advisory Council Rosters. The motion was seconded by Mr. Eric F. Hinson and carried unanimously.

**ACTION REQUESTED:** The Superintendent recommended approval.

c. School Improvement Plans for Carter Parramore Academy, Chattahoochee Elementary, East Gadsden High, Gadsden Elementary Magnet, George Munroe Elementary, Greensboro Elementary, Gretna Elementary, Havana Elementary, Havana Middle, James A. Shanks Middle, St. John Elementary, Stewart Street Elementary and West Gadsden High ([www.flbsi.org](http://www.flbsi.org))

Fund Source: N/A  
Amount: N/A

Mr. Hinson asked how often new teachers were trained. He stated that he wanted to ensure that everyone received professional training.

Dr. Sylvia Jackson stated that at the new beginning teacher program, principals share with the teachers the evaluation process.

In response to Mr. Helms' concern regarding the submission of Crossroad Academy Charter School Improvement Plan, Dr. Jackson stated that the district received a letter from the State informing them that charter schools are not obligated to complete School Improvement Plans.

Following discussion, Mr. Eric F. Hinson made a motion to accept the Superintendent's recommendation to approve agenda item #4c. The motion was seconded by Mr. Charlie D. Frost.

**ACTION REQUESTED:** The Superintendent recommended approval.

5. EDUCATIONAL ITEMS BY THE SUPERINTENDENT

Mr. James stated that many people are proud of what the district is doing and the progress made thus far. He stated that he is concerned about the high schools. He stated that his primary focus will be on the middle and high schools to seek ways to help them perform better. He stated that he is excited about the next four year term. He stated that the newly elected Board member Ms. Lewis has a lot of ideas. He stated that Ms. Lewis has asked the question to redistribute the monies that fund her salary and delegate her duties to individuals within the parent services department.

Mr. Helms stated that the Board was in favor of saving money.

Board members expressed their sentiments regarding Ms. Lewis concern to redistribute the monies that fund her salary and delegate her duties to individuals within the parent services department.

Mr. James stated that the Swearing In Ceremony for Ms. Audrey Lewis, Mr. Roger Milton and himself was scheduled for Tuesday, November 20<sup>th</sup> beginning at 3:00 p.m. He stated that he needed to appoint someone to focus on the district graduation rate.

Mr. Milton stated that the district could possibly contract with someone to focus on the graduation rate.

Mr. James stated that the district's vocational programs needed some attention.

## 6. SCHOOL BOARD REQUESTS AND CONCERNS

Mr. Frost stated that he was thankful to be able to call staff and receive viable answers. He stated that the district needed to market its programs better.

Mr. Milton stated that he received a breakfast invitation from Farm Bureau Insurance Agency and was not able to attend because he received the invitation late. He authorized Mrs. Davis to open his mail and keep him informed of upcoming events.

Mr. Simmons stated that the district needs to focus on customer service. He stated that the parents and students are our customers. He stated that the Board needs to recommit and focus to maintain and increase student enrollment.

Mr. Hinson thanked everyone for their support, FAMU for honoring him as a distinguished alumni, and Mrs. Mary Davis for her dedication and hard work to the district. He stated that Ms. Lewis will bring new ideas to the Board. He recognized Dr. Ron Peterson, Assistant Principal at St. John Elementary School.\_\_\_\_\_.

Mr. Helms congratulated Mr. Hinson and Mr. James on their victory as County Commissioner and Superintendent.

Mr. Helms announced the following event and meetings on Tuesday, November 20<sup>th</sup>  
1) Swearing In Ceremony – 3:00 p.m.; 2) Budget Workshop – 4:30 p.m.; 3) Organizational Meeting – 5:30 p.m.; and 4) Regular School Board Meeting – 6:00 p.m. He stated that a workshop will be scheduled to discuss and review Traneisha Galloway Charter School of Business and Integrated Technology Application. He stated that the Board will receive an update on SAC accreditation at the 4:30 p.m. workshop on November 20<sup>th</sup>. He reminded the Board of the Florida Turnaround Leadership Workshop in Tallahassee on December 12<sup>th</sup> and 13<sup>th</sup>. He stated that the Board members were invited to Fall Family Night on Tuesday, November 13<sup>th</sup> from 6:00 p.m. to 8:00 p.m. at Carter Parramore Academy.

Board members were presented with a proposed calendar inviting them to participate in a workshop for discussion and revision to the School Board Policies by Neola. Board members agreed to schedule workshops on the following dates: 1) January 10, 2013 – 1:00 p.m. to 4:00 p.m.; 2) February 4, 2013 – 1:00 p.m. to 4:00 p.m.; 3) March 5, 2013 – 1:00 p.m. to 4:00 p.m.; and 4) April 4, 2013 – 1:00 p.m. to 4:00 p.m.

## 7. The meeting adjourned at 6:05 p.m.