

REGULAR SCHOOL BOARD MEETING

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

December 17, 2013

6:00 P.M.

This meeting was open to the public and electronically recorded.

The following Board members were present: Mr. Roger P. Milton, Chairman; Ms. Audrey D. Lewis; Mr. Charlie D. Frost; Mr. Judge B. Helms; 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. Roger P. Milton, at 6:00 p.m.

2. OPENING PRAYER

The opening prayer was led by Mr. Judge B. Helms.

3. PLEDGE OF ALLEGIANCE

Recited in unison.

4. RECOGNITIONS

Mr. James announced that Pastor Terry Fitzgerald had passed and his funeral service was scheduled for 12:00 noon on Saturday, December 21st at West Gadsden High School. He announced that Gretna Elementary School will be receiving the Exceeding Expectations Award in May, and Stewart Street Elementary School will be receiving the Annaberg Award for sustained achievement. He stated that the high school grades will be available tomorrow (December 18th) at 10:00 a.m.

Mr. Helms stated that approximately 130 students attended the Quincy Kiwanis Christmas Party.

Ms. Lewis stated that she donated free books to the children of Havana. She stated that PreK students from Havana Elementary School visited and toured the Havana Public Library to receive the free books while touring around the world through reading. She stated that at the Havana Kiwanis Christmas Party food baskets were provided for the community.

ITEMS FOR CONSENT

Mr. Milton added the following to the agenda: Item #6c – Salary Increase Proposal for Principals and Assistant Principals, and agenda item #8g – Memorandum of Agreement Between Gadsden County Schools and Neighborhood Medical Center. He entertained a motion to approve the remaining consent agenda. The motion was made by Mr. Judge B. Helms, seconded by Ms. Audrey D. Lewis and carried unanimously.

5. REVIEW OF MINUTES

- a. November 12, 2013, 6:00 p.m. – Special School Board Meeting
- b. November 19, 2013, 4:30 p.m. – School Board Workshop
- c. November 19, 2013, 5:30 p.m. – Organizational Meeting
- d. November 19, 2013, 6:00 p.m. – Regular School Board Meeting
- e. November 25, 2013, 2:00 p.m. – Special School Board Meeting

ACTION REQUESTED: The Superintendent recommended approval.

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

- b. Governor's Allocation for Raises 13 – 14

Fund Source: 110 (General) Fund
Amount: \$895,407.00

ACTION REQUESTED: The Superintendent recommended approval.

7. BUDGET AND FINANCIAL TRANSACTIONS

- a. Budget Amendment Number Four

Fund Source: 3XX (Capital Improvement) Funds
Amount: \$4,095,000.00

ACTION REQUESTED: The Superintendent recommended approval.

- b. Budget Amendment Number Five

Fund Source: 2XX (Debt Service) Funds
Amount: \$360,842.07

ACTION REQUESTED: The Superintendent recommended approval.

- c. FDOE Monitoring Review of Fiscal Condition

Fund Source: General Revenue Fund
Amount: N/A

ACTION REQUESTED: The Superintendent recommended approval.

- d. Crossroad Charter School's First Quarter Financial Statements
 Fund Source: N/A
 Amount: N/A
 ACTION REQUESTED: The Superintendent recommended approval.
- e. Crossroad Academy Audited Financial Reports 2012 – 2013
 Fund Source: N/A
 Amount: N/A
 ACTION REQUESTED: The Superintendent recommended approval.

8. AGREEMENT/CONTRACT/PROJECT APPLICATIONS

- a. Internal Accounts 2013 – 14 Independent Auditor's Engagement Letter
 Fund Source: Purchase Order will be ordered July 1, 2014 and will be presented at the June 2014 Board meeting for approval.
 Amount: Not to exceed \$27,000.00
 ACTION REQUESTED: The Superintendent recommended approval.
- b. Payment of Tallahassee Community College Invoices
 Fund Source: Other allowable funds such as General Funds
 Amount: \$20,176.39
 ACTION REQUESTED: The Superintendent recommended approval.
- c. Letter of Intent to Participate in POWER Buying Group (PBG)
 Fund Source: Food Service
 Amount: Potential future saving for the 2014-15 fiscal year
 ACTION REQUESTED: The Superintendent recommended approval.
- d. Memorandum of Understanding – Elder Care Services Foster Grandparent Program and Gadsden County School Board
 Fund Source: IDEA – Federal Funded
 Amount: \$58,000.00 for ten months (\$5,880.00 per month)
 ACTION REQUESTED: The Superintendent recommended approval.
- e. Memorandum of Understanding – Elder Care Services Foster Grandparent Program and Gadsden County School Board (Head Start/PreK)
 Fund Source: IDEA – Federal Funded
 Amount: \$6,000.00 for ten months (\$600.00 per month)
 ACTION REQUESTED: The Superintendent recommended approval.

9. STUDENT MATTERS

- a. Student Expulsion – See back-up material

Case #26-1314-0211

ACTION REQUESTED: The Superintendent recommended approval.

- b. Student Expulsion – See back-up material

Case #27-1314-0211

ACTION REQUESTED: The Superintendent recommended approval.

- c. Student Expulsion – See back-up material

Case #29-1314-9102

ACTION REQUESTED: The Superintendent recommended approval.

- d. Student Expulsion – See back-up material

Case #30-1314-9102

ACTION REQUESTED: The Superintendent recommended approval.

- e. Student Expulsion – See back-up material

Case #34-1314-0231

ACTION REQUESTED: The Superintendent recommended approval.

10. SCHOOL FACILITY/PROPERTY

- a. Fire and Safety Inspections of Educational Facilities

Fund Source: 110

Amount: \$11,303.87

ACTION REQUESTED: The Superintendent recommended approval.

- b. Inspections for Havana Middle School Project

Fund Source: Capital Outlay

Amount: \$32,312.00

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 2013 – 2014

Mr. Frost stated that he was concerned about not receiving documentation on reasons for employee terminations.

Mr. Milton stated that he was persistent about getting information to the Board on Wednesdays prior to the Board meeting date to allow time to request additional information if needed.

Dr. Hightower stated that based on Florida Statutes and Senate Bill 1076 reasons are established for termination, and any junction during the school year could cause for termination.

Mr. Helms stated that it would be nice for the Board to recognize its retirees.

Following discussion, Mr. Charlie D. Frost made a motion to approve agenda item #6a with the exception of the terminations.

The motion died for lack of a second.

Mr. Judge B. Helms made a motion to accept the Superintendent's recommendation to approve agenda item #6a. The motion was seconded by Mr. Isaac Simmons and carried with Ms. Lewis, Mr. Milton, Mr. Helms, and Mr. Simmons voting "aye", Mr. Frost voted "nay".

Mr. James stated that Senate Bill 1076 enhances the principal's authority to hire and terminate employees.

Mr. Simmons stated that there should be documentation in an employee personnel file to reflect the cause of termination. He stated that Senate Bill 1076 addresses employee termination.

ACTION REQUESTED: The Superintendent recommended approval.

c. Salary Increase Proposal for Principals and Assistant Principals

Fund Source: FDOE
Amount: \$32,550.00

Following the noted corrections of 9 principals and 13 assistant principals being eligible to receive the salary increase totaling \$46,164.50, Mr. Judge B. Helms made a motion to approve agenda item #6c. The motion was seconded by Mr. Isaac Simmons and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

d. 2013- 2014 GCSB Organizational Chart

Ms. Lewis requested that the organizational chart be pulled from the agenda for corrections to remove all vacant positions from the chart.

Following discussion, Ms. Audrey D. Lewis made a motion to defer action on agenda item #6d. The motion was seconded by Mr. Isaac Simmons and carried unanimously.

ACTION REQUESTED; The Superintendent recommended approval.

*8. AGREEMENT/CONTRACT/PROJECT APPLICATIONS

f. Approval of 2013 – 2015 GCCTA Contract

Fund Source: N/A

Amount: N/A

Mr. Simmons made a motion to defer action on agenda item #8f in order to allow the Board's Attorney ample time to review. The motion was seconded by Ms. Audrey D. Lewis and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

g. Memorandum of Agreement Between Gadsden County Schools and Neighborhood Medical Center

Fund Source: N/A

Amount: N/A

Ms. Oretha Jones, Executive Director of Neighborhood Medical Center, addressed the Board to request approval for a memorandum of agreement between Gadsden County Schools and Neighborhood Medical Center. She stated that Neighborhood Medical Center will provide on-site medical, dental and mental health services to the students of Havana Elementary and Havana Middle Schools.

During the discussion regarding the liability and legal issues with the memorandum of agreement, Mr. Simmons stated for the record that he supports the Neighborhood Medical Center Program, but was concerned about the legal issues.

Following discussion, Ms. Audrey D. Lewis made a motion to give conditional approval to the Memorandum of Agreement with Neighborhood Medical Center pending the final language. The motion was seconded by Mr. Charlie D. Frost and carried with Mr. Helms, Mr. Frost and Ms. Lewis voting "aye". Mr. Simmons and Mr. Milton voted "nay".

The Board scheduled a special meeting on January 7th at 2:00 p.m. to discuss and further review the Memorandum of Agreement Between Gadsden County Schools and Neighborhood Medical Center.

ACTION REQUESTED: The Superintendent recommended approval.

11. EDUCATIONAL ITEMS BY THE SUPERINTENDENT

Mr. James announced that the Groundbreaking Ceremony for the new PreK thru 3rd Grade Classroom Wing at Havana Middle School was scheduled for Thursday, December 19th at 10:00 a.m.

12. SCHOOL BOARD REQUESTS AND CONCERNS

Mr. Frost voiced his opinion on employees allowing their children to attend school in another district. He stated that the Board is a Master Board and represents the district well.

Mr. Simmons stated that everyone wants a high quality education for all students and a good working environment for all employees. He thanked Mrs. Ferree for a very informative workshop.

Mr. Helms assured everyone that the Superintendent always takes the time to talk to everyone. He stated that the Board should take advantage of the opportunity and share their advice on issues with the Superintendent. He asked everyone to encourage students to read and have parents read to their students.

Ms. Lewis wished everyone a Merry Christmas and a Happy New Year. She stated that she appreciates the Superintendent for listening. She stated that she wants to partner with Mr. Simmons to promote reading in his district. She stated that the district should do creative things to encourage students to read. She requested that the Board's goals from the retreat be publicized. She stated that the good things in the district needed to be publicized, as well as an increase in communication.

13. The meeting adjourned at 7:25 p.m.