

SCHOOL BOARD WORKSHOP

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

March 29, 2016

4:30 PM

This workshop was open to the public and electronically recorded.

The following Board members were present: Mr. Roger P. Milton, Chairman; Mr. Isaac Simmons; Mrs. Audrey D. Lewis; and Mr. Steve Scott. Also present were Mr. Reginald C. James, Superintendent and Secretary to the Board; Mrs. Deborah Minnis, Attorney for the Board; and others. Mr. Charlie D. Frost was absent.

1. Call to Order

The workshop was called to order by the Chairman, Mr. Roger P. Milton, at 4:35 p.m.

2. Financial Data Report

3. Discussion Items

a. List of contractors and notification to Board regarding vendors with total payments greater than \$15,000 and other payment issues.

b. Miscellaneous finance department items:

Mrs. Lewis thanked Mrs. Ferree for sharing with the Board information on the Summer Feeding Programs.

i. FDOE Summary of Plans and Maintenance / Operating Cost and Annual Energy Cost

ii. P&T response went out on 3/23/16. Anticipate report release before end of March.

Mrs. Ferree stated that there were no questioned costs associated with the audit report.

iii. E-rate documentation for reimbursement

Mrs. Ferree stated that the district is still awaiting E-rate documentation for reimbursement.

iv. IRS 1095 status

Mrs. Ferree stated that the 1095 forms as well as Capital Health Plan Insurance information has been sent to employees.

v. System conversion

c. Other – agenda items:

i. Agenda item – Update to January 26, 2016 request for deletions and trade of vehicles.

Mrs. Ferree stated that in accordance with Sections 274.04, 274.05 and 274.06, Florida Statutes, Board approval is requested to delete and trade the referenced International.

ii. Agenda item – PO #188865 - \$2,423.80 water source for AC unit at Havana Magnet. Vendor will exceed \$15,000 in total purchases with this PO. Prior expenses were made during the construction project.

Mrs. Ferree stated that Board's approval was needed for a water source AC unit for Havana Magnet School. She stated that Purchase Order #188865 will place the vendor expenses over \$15,000.00 with the district. She stated that previously the vendor provided goods/services on the construction project.

4. School Board Requests and Concerns

Mr. Hunter shared with the Board an update on the Havana property. He stated that he was still addressing bid specifications for the Havana property. He stated that the district has received many inquiries regarding the Havana property. He stated there was a possibility of using an advertising company to advertise the sale of the Havana property.

In response to Mr. Milton's request for an explanation of the fire and safety inspections for Gadsden County Schools, Mr. Hunter stated that the fire and safety inspection reports include safety reports for educational facilities and safety reports entered on the State Fire Marshal site as per Florida School Law 1013.12. He stated that inspection services will be performed by A G & B Safety Inspectors of Jasper, Florida and are scheduled to be completed March 2016.

Mrs. Ferree stated that the district may incur liabilities when timely responses are not made on service of notices. She stated that there is a 20 day response turnaround time once signatures are received on the service of notice.

Attorney Minnis stated that the Statute requires the service of notice to be on the Board Chair or the Superintendent. She stated that the service of notice has to be properly served to the Chair or Superintendent.

5. The workshop adjourned at 5:00 p.m.