

AGENDA

REGULAR SCHOOL BOARD MEETING

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

February 22, 2022

6:00 P.M.

THIS MEETING IS OPEN TO THE PUBLIC

1. CALL TO ORDER
2. OPENING PRAYER
3. PLEDGE OF ALLEGIANCE
4. RECOGNITIONS

ITEMS FOR CONSENT

5. REVIEW OF MINUTES – **SEE ATTACHMENT**

- a. January 25, 2022, 4:30 p.m. – School Board Workshop
- b. January 25, 2022, 6:00 p.m. – Regular School Board Meeting

ACTION REQUESTED: The Superintendent recommends approval.

6. PERSONNEL MATTERS (resignations, retirements, recommendations, leaves of absence, terminations of services, volunteers, and job descriptions) – **SEE PAGE #3**

- a. Personnel 2021 – 2022

ACTION REQUESTED: The Superintendent recommends approval.

- b. 2022 – 2023 School Year Calendars – **SEE PAGE #6**

Fund Source: N/A
Amount: N/A

ACTION REQUESTED: The Superintendent recommends approval.

7. AGREEMENT/CONTRACT/PROJECT APPLICATIONS

- a. TCC Early College Program Agreement - **SEE PAGE #11**

Fund Source: N/A
Amount: N/A

ACTION REQUESTED: The Superintendent recommends approval.

ITEMS FOR DISCUSSION

8. EDUCATIONAL ITEMS BY THE SUPERINTENDENT
9. SCHOOL BOARD REQUESTS AND CONCERNS
10. ADJOURNMENT

THE SCHOOL BOARD OF GADSDEN COUNTY

6a



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Quincy, Florida 32351
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www.gadسدenschools.org

Elijah Key, Jr.
Superintendent
keye@gcpsmail.com

“Putting Children First”

February 22, 2022

The School Board of
Gadsden County, Florida
Quincy, Florida 32351

Dear School Board Members:

I am recommending that the attached list of personnel actions be approved, as indicated. I further recommend that all appointments to grant positions be contingent upon funding.

Item 6A Instructional and Non-Instructional Personnel 2021-2022

The following reflects the total number of full-time employees in this school district for the 2021-2022 school term, as of February 22, 2022.

<u>Description Per DOE Classification</u>	<u>DOE Object#</u>	<u>#Employees February 2022</u>
Classroom Teachers and Other Certified	120 & 130	316.00
Administrators	110	57.00
Non-Instructional	150, 160, & 170	<u>366.00</u>
		739.00
Part Time Instructional		5.00
Part Time Non Instructional		<u>7.00</u>
Total		12.00
100% Grant Funded		152.00
Split Grant Funded		<u>20.00</u>
Total Grant Funded of 739 Employees		172.00

Sincerely,

Elijah Key, Jr.
Superintendent of Schools

Cathy S. Johnson
DISTRICT NO. 1
Havana, FL 32333
Midway, FL 32343

Steve Scott
DISTRICT NO. 2
Quincy, FL 32351
Havana, FL 32333

Leroy McMillan.
DISTRICT NO. 3
Chattahoochee, FL 323324
Greensboro, FL 32330

Charlie D. Frost
DISTRICT NO. 4
Gretna, FL 32332
Quincy, FL 32352

Karema D. Dudley
DISTRICT NO. 5
Quincy, FL 32351

AGENDA ITEM 6A, INSTRUCTIONAL AND NON INSTRUCTIONAL 2021-2022**INSTRUCTIONAL**

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Alexander, Kieara	HMS	Teacher	01/18/2022
Dantley, Dominique	HMS	Teacher	01/24/2022
Francis, Linda	SSES	Teacher	02/01/2022
Gibbs, Kim	GWM	Teacher	01/31/2022
Hardy, Austin	GCHS	Teacher	01/28/2022
Washington, Tanra	GWM	Teacher	02/02/2022
Williams, Aaliyah	JASMS	Teacher	01/04/2022
Young, Ro-Anna	HMS	Teacher	01/31/2022

NON INSTRUCTIONAL

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Antrobus, Skylar	GWM	Secretary	02/14/2022
Brown, Ashley	HMS	Office Manager	01/18/2022
Brown, Dorothy	Transportation	Bus Driver	01/24/2022
Burgos, Keith	GCHS	Educational Paraprofessional	01/31/2022
Hall, Amelia	GTC	Secretary	02/08/2022
James, Ronterrius	GCHS	Educational Paraprofessional	01/11/2022
Lane, Theodore	SSES	Educational Paraprofessional	01/27/2022
Quinteros, Amanda	GWM	Educational Paraprofessional	02/07/2022
Rollinson, Bernica	CES	Office Manager	01/31/2022
Williams, Evandall	CPA	Educational Paraprofessional	02/14/2022

REQUESTS FOR LEAVE, RESIGNATION, TRANSFERS, RETIREMENTS, TERMINATIONS OF EMPLOYMENT:**LEAVE**

<u>Name</u>	<u>Location/Position</u>	<u>Beginning Date</u>	<u>Ending Date</u>
Powell, Carolyn	SSES/Educational Paraprofessional	02/28/2022	05/17/2022

RESIGNATION

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Battles, Ja'Nyre	GWM	Educational Paraprofessional	01/14/2022
Fuller, Corey	GCHS	Coor. Health and Drug Free Aths.	01/28/2022
Gibbs, Kim*	GWM	Educational Paraprofessional	01/31/2022
Hurchins, Alana	WGMS	Educational Paraprofessional	02/03/2022
McClellan, Marissa	GWM	Educational Paraprofessional	02/11/2022
Parker, Trenesia	Head Start/PreK	Prek Program Assistant	02/02/2022
Rollinson, Bernica*	GWM	Secretary	01/28/2022
Stevenson, Markeisha	GTC	Teacher	01/14/2022
Taylor, Joseph III	JASMS	Teacher	01/02/2022

*Resigned to accept another position within the District

TRANSFERS

<u>Name</u>	<u>Location/Position Transferring From</u>	<u>Location/Position Transferring To</u>	<u>Effective Date</u>
Lawrence, Kaya	HMS/Teacher	GCHS/Teacher	02/04/2022
Walker, Kyshada	HMS/Teacher	SSES/Teacher	02/04/2022

RETIREMENT

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Madry, Cecelia	WGMS	Teacher	01/21/2022

DROP RETIREMENT

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Bulger, Evonski	GTC	Assistant Principal	02/28/2022

OUT OF FIELD

<u>Name</u>	<u>Location</u>	<u>Area Out of Field</u>	<u>Number of Periods</u>
Alexander, Kieara	HMS	PreK/Primary	All Periods
Dantley, Dominique	HMS	Education Media Specialist	All Periods
Francis, Linda	SSES	PreK/Preprimary	All Periods
Gibbs, Kim	GWM	PreK/ Primary	All Periods
Williams, Aaliyah	JASMS	Elementary Education	All Periods
Young, Ro Anna	HMS	School Counseling	All Periods

TERMINATIONS

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Burke, Andrea	Head Start/PreK	PreK Program Assistant	01/28/2022

SUBSTITUTES

<u>Teacher</u>
Conway, Natasha
Hill, Kennedy
Herring, Sandra
Holston, Johnathan
Juarez, Monica
Lawrence, Seyjuan
Williams, Sheniqua

SFS

Isaac, Angeline

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 6b

Date of School Board Meeting: February 22, 2022

TITLE OF AGENDA ITEM: 2022 – 2023 School-Year Calendars

DIVISION:


_____ This is a CONTINUATION of a current project, grant, etc.

PURPOSE AND SUMMARY OF ITEM:
(Type and Double Space)

Approval of the calendars for the 2022-2023 school year is requested.

FUND SOURCE: N/A

AMOUNT: N/A

PREPARED BY: Tammy McGriff Farlin 

POSITION: Area Director

INSTRUCTIONS TO BE COMPLETED BY PREPARER

_____ Number of ORIGINAL SIGNATURES NEEDED by preparer.

SUPERINTENDENT'S SIGNATURE: page(s) numbered _____

CHAIRMAN'S SIGNATURE: page(s) numbered _____

FEB 17 '22 AM 11:42
ASST. SUPERINTENDENT

**GADSDEN COUNTY SCHOOL DISTRICT
 PROPOSED CALENDAR FOR STUDENTS (180 DAYS)
 SCHOOL YEAR 2022-2023**

2022	
AUGUST 8	Students First Day of School
SEPTEMBER 5	Labor Day Holiday (District-wide)
OCTOBER 10 – 14	FTE Survey Week
OCTOBER 14	End of First Grading Period
OCTOBER 17	Students Out - Teacher Planning/Inservice Day
OCTOBER 28	Students Out – Teacher Paid Holiday
NOVEMBER 11	Veterans’ Day Holiday (District-wide)
NOVEMBER 18	Students Out – Teacher Paid Holiday
NOVEMBER 21 – 25	Thanksgiving Holidays/Fall Break
DECEMBER 16	End of Second Grading Period
DECEMBER 19 -30	Christmas Holidays/Winter Break
2023	
JANUARY 4	Students Return to School
JANUARY 16	MLK Jr Holiday (District-wide)
FEBRUARY 6 – 10	FTE Survey Week
FEBRUARY 20	Presidents’ Day Holiday (District-wide)
MARCH 10	End of Third Grading Period
MARCH 13 – 17	Spring Break – Students Out
MARCH 20	Students Out – Teacher Planning/Inservice Day
MARCH 21	Students Return to School
APRIL 7	Good Friday Holiday – Students Out – Teacher Paid Holiday
MAY 24	Last Day of School for Students

**GADSDEN COUNTY SCHOOL DISTRICT
PROPOSED CALENDAR FOR TEACHERS (196 DAYS)
SCHOOL YEAR 2022-2023**

2022	
AUGUST 2	Teachers Report
SEPTEMBER 5	Labor Day Holiday (District-wide)
OCTOBER 10 – 14	FTE Survey Week
OCTOBER 14	End of First Grading Period
OCTOBER 17	Teacher Planning/Inservice Day
OCTOBER 28	Teacher Paid Holiday (#1)
NOVEMBER 11	Veterans' Day Holiday (District-wide)
NOVEMBER 18	Teacher Paid Holiday (#2)
NOVEMBER 21-23	Teacher Paid Holidays (#s 3, 4, 5)
NOVEMBER 24 – 25	Thanksgiving Holidays/Fall Break
DECEMBER 16	End of Second Grading Period
DECEMBER 19 -30	Christmas Holidays/Winter Break
2023	
JANUARY 3	Teacher Planning Day
JANUARY 4	Students Return to School
JANUARY 16	MLK Jr Holiday (District-wide)
FEBRUARY 6 – 10	FTE Survey Week
FEBRUARY 20	Presidents' Day Holiday (District-wide)
MARCH 10	End of Third Grading Period
MARCH 13 – 17	Spring Break – District-wide
MARCH 20	Teacher Planning/Inservice Day
MARCH 21	Students Return to School
APRIL 7	Good Friday Holiday – Students Out – Teacher Paid Holiday(#6)
MAY 24	Last Day of School for Students
MAY 29	Memorial Day Holiday (District-wide)
JUNE 1 – 2	Teacher Planning/Inservice Day
JUNE 5	Teacher Planning/Inservice Day

GADSDEN COUNTY SCHOOL DISTRICT
2022-2023 TWELVE MONTH CALENDAR (240 DAYS)
SCHOOL YEAR 2022-2023

2022	
JULY	
AUGUST 8	Students First Day of School
SEPTEMBER 5	Labor Day Holiday (District-wide)
OCTOBER	
NOVEMBER 11	Veterans' Day Holiday (District-wide)
NOVEMBER 18	Students Out – Teacher Paid Holiday
NOVEMBER 24 – 25	Thanksgiving Holidays/Fall Break
DECEMBER 23 -30	Christmas Holidays/Winter Break
2023	
JANUARY 2	Employees Return
JANUARY 16	MLK Jr Holiday (District-wide)
FEBRUARY 20	Presidents' Day Holiday (District-wide)
MARCH 13 – 17	Spring Break – District-wide
APRIL 7	Good Friday Holiday
MAY 29	Memorial Day Holiday (District-wide)
JUNE	

GADSDEN COUNTY SCHOOL DISTRICT

**PROPOSED CALENDAR FOR PARAPROFESSIONALS (191 DAYS); SOCIAL WORKERS/VISITING TEACHERS
(193 DAYS); 10 MONTH EMPLOYEES (195 DAYS)**

SCHOOL YEAR 2022-2023

2022	
AUGUST 2	Report to Work
SEPTEMBER 5	Labor Day Holiday (District-wide)
OCTOBER 10 – 14	FTE Survey Week
OCTOBER 14	End of First Grading Period
OCTOBER 17	Teacher Planning/Inservice Day
OCTOBER 28	Teacher Paid Holiday (#1)
NOVEMBER 11	Veterans' Day Holiday (District-wide)
NOVEMBER 18	Non-work Day – Students Out of School
NOVEMBER 21-23	Non-work Days – Students Out of School
NOVEMBER 24 – 25	Thanksgiving Holidays/Fall Break
DECEMBER 19 -30	Christmas Holidays/Winter Break
2023	
JANUARY 4	Report to Work
JANUARY 16	MLK Jr Holiday (District-wide)
FEBRUARY 6 – 10	FTE Survey Week
FEBRUARY 20	Presidents' Day Holiday (District-wide)
MARCH 13 – 17	Spring Break – District-wide
MARCH 20	Teacher Planning/Inservice Day
MARCH 21	Students Return to School
APRIL 7	Good Friday Holiday – Students Out – Teacher Paid Holiday(#6)
MAY 24	Last Day of School for Students
MAY 29	Memorial Day Holiday (District-wide)
JUNE 2	Last Day of Work (Paraprofessionals)
JUNE 6	Last Day of Work (Visiting Teachers)
JUNE 9	Last Day of Work (10 th Month)

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 7a

DATE OF SCHOOL BOARD MEETING: February 22, 2022

TITLE OF AGENDA ITEM: TCC Early College Program Agreement

DIVISION:

X

_____ This is a CONTINUATION of a current project, grant, etc.

PURPOSE AND SUMMARY OF ITEM:

The Early College Program Contract, as required by Section 1007.273(3), Florida Statutes, is annually made by and between the District Board of Trustees of Tallahassee Community College and the District School Board of Gadsden County. This agreement allows Gadsden County School District students to enroll in the **Summer 2022 B Session**. The term of this Agreement shall be June 1, 2022 until May 31, 2023.

TCC will not charge tuition to the School Board for Summer dual enrollment students. TCC also will not limit participation based upon capacity, F.S. 1007.271(4) in any term. The College will provide textbooks, during the Summer June Express term.

FUND SOURCE: NA

AMOUNT: NA

PREPARED BY: Dr. Sylvia R. Jackson

POSITION: Assistant Superintendent for Support Services

INTERNAL INSTRUCTIONS TO BE COMPLETED BY PREPARER

1

_____ Number of ORIGINAL SIGNATURES NEEDED by preparer.

SUPERINTENDENT'S SIGNATURE: page(s) numbered _____

CHAIRMAN'S SIGNATURE: page(s) numbered _____

EARLY COLLEGE PROGRAM

Tallahassee Community College and Gadsden County School Board

Introduction

The Early College Program Contract, as required by Section 1007.273(3), Florida Statutes, is made by and between the District Board of Trustees of Tallahassee Community College, hereinafter referred to as TCC, and the District School Board of Gadsden County, hereinafter referred to as the School Board.

The term of this Agreement shall be June 1, 2022 until May 31, 2023. Students may enroll in the Summer 2022 B Session.

The local Articulation Committee shall consist of the following: Committee members from the School Board will be appointed by the Superintendent of the School Board or designee. Committee members from TCC will be appointed by the President of TCC or designee.

I. A ratification or modification of all existing early college agreements

This agreement replaces any existing agreement with TCC and the School Board regarding the Early College Program Contract.

II. Identify grade levels to be included in the early college program

Eligible grades 11 and 12 students shall have access to the Early College Program. Qualified students may begin taking courses during the Summer B term immediately following the conclusion of their sophomore year. Other grade levels would need written permission from the Deputy Superintendent.

III. Description of the early college program, including the delineation of courses and industry certifications offered, including online course availability; high school and college credits earned for each postsecondary course completed and industry certifications earned; student eligibility criteria; and the enrollment process and relevant deadlines

The program will allow eligible students to complete a minimum of 30 credit hours. All TCC courses listed on the 2022-2023 State Board of Education Dual Enrollment Equivalency List are available to students. [Florida Department of Education](#) lists all the courses available to students, high school credit, and college credit earned for each course. Students may take courses on the main campus of TCC, on the High School campus, and/or online.

Student Eligibility

- Students must have a 3.5 unweighted high school GPA at the completion of their sophomore year. A GPA waiver will be given to students with a 3.25 to 3.49 unweighted high school GPA at the discretion of the high school principal or designee. The GPA waiver form must be completed and signed by the high school principal or designee at the time the **Early College** Program application is submitted.
- Students must be college ready in reading, writing, and mathematics based on eligible scores on the PERT, ACT, or SAT. Scores must be less than two years old at the time of enrollment.
- Students must maintain a 3.5 unweighted high school GPA to remain in the program. Students with a GPA waiver form must maintain an unweighted high school GPA between 3.25 and 3.49 to remain eligible. A waiver form is required each semester a student's high school GPA falls below 3.5.
- Students must maintain a 3.0 TCC GPA and a 75% successful completion rate in order to remain in the program. There are no exceptions.

Enrollment Process

- Students must submit a TCC College Application.
- Students must submit a TCC **Early College** Program Application.
- Students must submit an official high school transcript.
- Students must submit official PERT, ACT, or SAT test scores.
- Students must submit a signed student performance contract.
- Students and parents must complete an advising session.

Deadline

- Applications and supporting documents are due by May 31, 2022.

IV. Description of the methods, medium, and process by which students and their parents are annually informed about the availability of the early college program, the return on investment associated with participation in the program, and the information described in paragraphs (I) and (II)

TCC will work collaboratively with the School Board to jointly provide information to students and their parents through information sessions. TCC will also provide information via the TCC website and through flyers. TCC shall work with the high school to communicate directly with parents and students about the **Early College Program**.

The return on investment associated with participation in the program will be listed in a flyer. The flyer will show that students have the opportunity to earn 30 credit hours at no cost to the student. Traditional college students pay \$100.83 per credit hour which is \$3,024.90 for a total of 30 credit hours. The average cost of textbooks is \$150.00 per course which is covered by the high school for fall and spring courses, the College covers textbook costs during Summer B session.

V. Identification of the delivery methods for instruction and the instructors for all courses

All online courses and main campus courses that are included in Appendix A are available to the **Early College Program** students. All TCC instructors teaching online and main campus courses will be eligible to deliver instruction to the **Early College Program** students.

Courses that are offered on the high school campus will be taught by high school instructors who meet TCC's faculty credentials for teaching college level courses and have been interviewed by and approved by the appropriate TCC Dean or in some cases by TCC instructors. Specific instructors may not be established at the time of this Agreement. Thus, an addendum to this Agreement will be added for each semester to specify high school course instructors.

VI. Identification of student advising services and progress monitoring mechanisms

TCC shall provide advising services to students participating in the **Early College Program**. TCC will designate a specific advisor to work with each student in the **Early College Program**. TCC will also work collaboratively with high school guidance counselors to provide guidance to students. TCC and the high school guidance counselors will jointly work to monitor the progress of students. TCC will use its Pathways to Persistence (P2P) early alert system to provide early alerts and progress surveys for students in the **Early College Program**. Both TCC and the School Board will ensure that students and their parents understand the amount of work necessary to succeed in college courses.

VII. Description of a program review and reporting mechanism regarding student performance outcomes

TCC's Office of Institutional Effectiveness will provide an annual program review. TCC's Office of Institutional Effectiveness will also provide relevant data regarding student performance outcomes annually to appropriate college and high school personnel. TCC's Office of Academic Affairs will monitor and ensure quality and consistency.

TCC's Office of Academic Affairs will ensure that all faculty are evaluated during the academic year. An academic dean or designee will make a classroom visit after which a written evaluation will be provided to the **Early College** Program faculty member for his/her signature. The evaluation will be maintained on file by TCC.

VIII. Terms of funding arrangements to implement the early college program

Early College Program students shall be exempt from paying registration, matriculation, and laboratory fees.

Textbook Costs & ADA Accommodation Costs

Textbooks will be provided to students by the School Board during both the Fall and Spring semester. Textbooks will be provided by the College during the Summer June Express term. Textbooks purchased by the School Board shall remain the property of the School Board as specified in Section 1007.271 (17), F.S. TCC will continue its efforts to reduce the cost of textbooks and materials to the School Board. The costs of ADA accommodations for dual enrollment students with disabilities taking courses on TCC's campus will be covered by TCC. The costs of ADA accommodations for dual enrollment students with disabilities taking courses on the high school campus will be covered by the School Board.

Standard Tuition Rate

According to 1007.273(6) and 1007.271, F.S., the School Board is required to pay the standard tuition rate per credit hour to TCC for instruction taking place on the college campus for dual enrolled students. The approved standard tuition for FY 2021-2022 is \$71.98 per credit hour and \$2.33 per contact hour for career certificate programs. The rate will be charged for courses taking place on TCC's main campus, TCC's educational centers, and distance learning courses.

TCC will not charge tuition to the School Board for Summer dual enrollment students. TCC also will not limit participation based upon capacity, F.S. 1007.271(4) in any term.

TCC will use the fees collected to enhance the **Early College** Program. TCC will promote **Early College** Program participation, increase capacity, and enrich the quality of services associated with the **Early College** Program. The School Board's payment of tuition to TCC will increase the number of counselors available to the **Early College** Program in order to help prepare students for transition to college, to counsel students in

meta-majors and programs of study, and to track and provide feedback to students on their progress. TCC will also provide high school faculty and counselor training for dual enrollment.

Instructional Costs

It is the responsibility of the School Board to provide full instructional costs for **Early College Program** courses occurring on the high school site. For instruction occurring on the high school sites by college faculty, the School Board must reimburse TCC for the costs associated with the proportion of salary and benefits.

TCC cannot guarantee the availability of instructors for **Early College Program** offered at the high school. Schools can assist TCC by recommending qualified School Board instructors for consideration for teaching **Early College Program** courses offered at the high school.

TCC regularly uses high school faculty to teach both dual enrollment and regular TCC courses and incorporates training, mentoring, and assessment of these faculty into its regular adjunct program. Therefore, TCC's costs associated with instruction occurring on the high school site by TCC approved high school faculty who are paid by the School Board will be considered a normal part of TCC's obligation to its faculty for training and mentoring; no costs will be assessed.

Invoicing for Financial Obligations

TCC will invoice the School Board for financial obligations within 10 business days of TCC's Census date which is normally the 5th day of class each semester.

IN WITNESS WHEREOF, the School Board of Gadsden County, Florida and The District Board of Trustees, Tallahassee Community College, Florida have adopted this agreement and caused it to be executed by their respective chairs and chief executive officers, in accordance with Section 1007.273, F.S., **Early College Program Contract**.

Date

Chair, The District Board of Trustees,
Tallahassee Community College, Florida

Date

President, Tallahassee Community College

Date

Chair, Gadsden County School Board

Date

Superintendent, Gadsden County School District