

SPECIAL SCHOOL BOARD MEETING

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

July 17, 2012

6:00 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 Mrs. Deborah Minnis, Attorney for the Board; and others. Mr. Reginald C. James, Superintendent and Secretary to the Board was absent.

1. CALL TO ORDER

The meeting was called to order by the Chairman, Mr. Judge B. Helms, at 6:05 p.m.

ITEMS FOR CONSENT

Mr. Helms entertained a motion to approve the consent agenda. The motion was made by Mr. Roger P. Milton, seconded by Mr. Eric F. Hinson and carried unanimously.

3. AGREEMENTS/PROJECT/GRANT APPLICATIONS

b. Participation in the Small School Council Consortium

Fund Source: General Fund
 Amount: \$2,850.00

ACTION REQUESTED: The Superintendent recommended approval.

ITEMS FOR DISCUSSION

Items preceded by an (*) asterisk were removed from the CONSENT agenda and acted upon during the DISCUSSION portion of the agenda.

* 2. BUDGET AND FINANCIAL TRANSACTIONS

a. Budget Amendment Number Thirty-Two

Fund Source: 434 (RTTT) Funds
 Amount: \$34,000.00

Mr. Simmons requested an explanation for Budget Amendment Number Thirty-Two.

Mrs. Wood stated that Budget Amendment Number Thirty-Two establishes the budget for the Common Core State Standards Grant.

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

ACTION REQUESTED: The Superintendent recommended approval.

b. Budget Amendment Number Thirty-Three

Fund Source: 110 (General) Funds
Amount: \$5,515.27

Mr. Simmons requested an explanation for Budget Amendment Number Thirty-Three.

Mrs. Wood stated that Budget Amendment Number Thirty-Three establishes the budget for the Laura Bush Foundation grant for Shanks Middle School for \$5,000.00 and for Postsecondary Education Readiness Test (PERT) \$515.27.

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

ACTION REQUESTED: The Superintendent recommended approval.

c. School Board Truth In Millage (TRIM) Timetable Revisions

Fund Source: N/A
Amount: N/A

Mr. Simmons requested an explanation of the revisions to the School Board Truth In Millage (TRIM) Timetable.

Mrs. Wood stated that the revisions consisted of the following: July 17th – Request Permission to Advertise for the Tentative Budget; July 26th – Advertise for the Tentative Budget; July 31st- Tentative Budget Hearing; and September 4th – Final Budget Hearing and Superintendent's Annual Financial Report.

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

ACTION REQUESTED: The Superintendent recommended approval.

d. Request Board's Permission to Advertise for a Tentative Budget Hearing

Fund Source: N/A
Amount: N/A

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

ACTION REQUESTED: The Superintendent recommended approval.

e. Honeywell Energy Cost Avoidance Report

Fund Source: N/A
Amount: N/A

Mr. Simmons requested an explanation of the district's savings with Honeywell.

Mrs. Wood stated that the Auditor's are requesting additional items. She stated that the Auditor's stated that the savings are not in accordance to the Honeywell contract. She stated that the savings are more in gross dollars. She stated that there are different ways to save energy. She stated that the audit findings state that the district is not getting the guarantee savings versus dollar savings. She recommended the Board terminate the contract with Honeywell as a guarantee, and rewrite the contract.

Mr. Simmons stated that he agrees with the Auditors. He stated that the district needs to distinguish between guarantee savings and energy savings.

Mr. Paul Mulligan, Honeywell Trained Engineer, stated that the following are methodologies to savings: Option C – Full Bill Analysis; Option A – Potential To Perform; ECM – Conservation Measures uses a formula; Energy Management System; and Energy Awareness Program through behavioral change.

Mr. Simmons stated that a workshop was needed to further review the Honeywell Contract.

Following discussion, Mr. Isaac Simmons made a motion to defer action on agenda item #2e. The motion was seconded by Mr. Eric F. Hinson and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

*3. AGREEMENTS/PROJECT/GRANT APPLICATIONS

a. Participation in Panhandle Area Educational Consortium

Fund Source: N/A
Amount: N/A

Mr. Helms asked if the \$21,328 was a cost associated with the Participation in the Panhandle Area Educational Consortium.

Mrs. Wood stated that district's Participation in Panhandle Area Educational Consortium was an annual renewal. She stated that the \$21,328 was a cost associated for participation. She stated that the Governor vetoed some of the money for services at PAEC. She stated that in the past there was no cost associated for district participation with PAEC.

Following discussion, Mr. Isaac Simmons made a motion to accept the Superintendent's recommendation to approve agenda item #3a with a cost of \$21,328 for participation. The motion was seconded by Mr. Roger P. Milton and carried with Mr. Helms, Mr. Simmons, Mr. Frost, and Mr. Milton voting "aye". Mr. Hinson voted "nay".

ACTION REQUESTED: The Superintendent recommended approval.

- c. Contract for School Food Service with Mathematica in response to requirements of USDA

Fund Source: School Food Service
Amount: No Cost

Mr. Simmons requested an explanation of the contract for School Food Service with Mathematica.

Mrs. Wood stated that the Gadsden district has been selected to participate in the survey. She stated that families will be given a \$25.00 gift card for participation. She stated that the contract was reviewed by Attorney Minnis. She stated that the survey is optional by the families.

Mr. Helms questioned the survey. He stated that he wants to review the survey and have a form for parents to sign for approval.

Following discussion, Mr. Isaac Simmons made a motion to defer action on agenda item #3c. The motion was seconded by Mr. Roger P. Milton.

Mr. Frost stated that he do not agree with surveys.

In response to Mr. Hinson's question about who will have access to the parent information, Mrs. Wood stated USDA.

The motion carried with Mr. Helms, Mr. Milton, Mr. Hinson, and Mr. Simmons voting "aye". Mr. Frost voted "nay".

ACTION REQUESTED: The Superintendent recommended approval.

- d. Interlocal Agreement with the Region VIII Education Service Center

Fund Source: School Food Service
Amount: Approximately \$30,000.00

Mr. Simmons requested a brief synopsis of the Interlocal Agreement with the Region VIII Education Service Center. He asked if the Interlocal Agreement with the Region VIII Education Service Center would be okay without bidding.

Mrs. Wood stated that the Interlocal Agreement with the Region VIII Education Service Center was a national bid.

Mr. Hinson stated that he was concerned about local competitors being providers.

Following discussion, Mr. Hinson made a motion to defer action on agenda item #3d. The motion was seconded by Mr. Isaac Simmons and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

- e. Contract to Participate with Florida Learns STEM Scholars through PAEC

Fund Source: General Fund
Amount: Estimated \$2,000.00

Mr. Simmons asked what was the district's role with the Florida Learns STEM Scholars Program.

Mrs. Wood stated that the Florida Learns STEM Scholars Program is a federal project funded by the Department of Education. She stated that services required by the district would be to collaborate and provide transportation services for the Florida Learns STEM Scholars grant related activities. She stated that PAEC would schedule project related transportation with the district and reimburse the district at \$1.50 per mile plus the Board approved rate of pay for the bus driver.

Following discussion, Mr. Isaac Simmons made a motion to accept the Superintendent's recommendation to approve agenda item #8e. The motion was seconded by Mr. Eric F. Hinson and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

f. Gateway Educational Computing Consultants Project Contract for 2012-2013

Fund Source: General Fund
Amount: \$18,650.20

Mr. Simmons requested an explanation of the Gateway Educational Computing Consultants Project Contract for 2012 – 2013.

Mrs. Wood stated that Gateway Educational Computing Consultants Project was the most economical way of implementation of software for personnel, payroll, accounts payable, and finance.

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

ACTION REQUESTED: The Superintendent recommended approval.

g. PAEC Professional Development Center (PAEC/PDC)

Fund Source: General Fund
Amount: \$18,988.44

Mr. Hinson stated that all of the contracts with PAEC needed to be reviewed.

Dr. Hightower stated that PDC provide Professional training for staff.

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

ACTION REQUESTED: The Superintendent recommended approval.

h. Termination of Contract with MidAmerica – Special Pay Plan

Fund Source: Employees' Gross Wages
Amount: Employee and Employer Savings in Future
Retirements/Terminations

Mr. Simmons requested an explanation for the Termination of the Contract with MidAmerica.

Mrs. Wood stated that the Special Pay Plan with MidAmerica require the employer to obtain the intangible benefits of providing a valuable new tax-deferred program to employees. She stated that the employer permanently saves the 7.65% FICA taxes (Social Security and Medicare) on contributions. She stated that the employee's contributions are made on a pre-tax basis. She stated that the employee also saves the 7.65% FICA taxes (Social Security and Medicare). She stated that IRS limits on Section 403(b) or Section 457 contributions are typically not affected.

Following discussion, Mr. Roger P. Milton made a motion to accept the Superintendent's recommendation to terminate the contract with MidAmerica. The motion was seconded by Mr. Isaac Simmons and carried with Mr. Milton, Mr. Simmons, and Mr. Frost voting "aye". Mr. Hinson and Mr. Helms voted "nay".

ACTION REQUESTED: The Superintendent recommended approval.

*4. SCHOOL FACILITY/PROPERTY

- a. Request to Delete and Dispose from Capital Assets – Furniture, Fixtures and Equipment (3/6/12 – 6/30/12)

Fund Source: All Funds
Amount: \$318,184.59

Mr. Simmons requested and overview of the request to delete and dispose from Capital Assets – Furniture, Fixtures and Equipment (3/6/12 – 6/30/12).

Mr. Bruce James, Inventory Control Specialist, stated that the property list did not reflect any depreciated amounts, all monetary were correct. He stated that the requested property would be disposed of with a Recycling Company.

Following discussion, Mr. Isaac Simmons 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.

5. CONSIDERATION, PROPOSAL, AND/OR ADOPTION OF ADMINISTRATIVE RULES AND RELATED MATTERS

- a. Discussion of School Board Policy 2.25 (Code of Student Conduct)

Fund Source: N/A
Amount: N/A

Mrs. Rosalyn Smith shared with the Board an overview of changes to the Code of Student Conduct for the 2012 – 2013 school year. She introduced committee members Mr. Maurice Stokes and Mr. Joe Lewis. She stated that there were no new legislative changes.

Mr. Hinson requested the City of Midway be added to the letterhead page to represent District One.

Board members asked questions, shared their concerns, and made comments during the discussion of the Code of Student Conduct.

ACTION REQUESTED: The Superintendent recommended approval.

6. **EDUCATIONAL ITEMS BY THE SUPERINTENDENT**

None.

7. **SCHOOL BOARD REQUESTS AND CONCERNS**

Mr. Frost requested information on sharing sick leave time with other employees.

Mrs. Wood stated that the district has a Sick Leave Bank. She stated that the Collective Bargaining Agreement addresses the issue of sharing sick leave time.

Mr. Hinson stated that he attended a function at Havana Middle School on July 6th and the air conditioning was not working. He requested the air conditioning unit in the cafeteria at Havana Middle School be checked for repair. He complimented the custodian staff at Havana Middle School.

Mr. Helms thanked Mrs. Smith and the committee for their work on the Code of Student Conduct.

8. The meeting adjourned at 8:45 p.m.