

## REGULAR SCHOOL BOARD MEETING

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

April 23, 2019

6:00 P.M.

The meeting was open to the public and electronically recorded.

The following Board members were present: Mr. Steve Scott, Chairman, Mrs. Audrey D. Lewis, Mr. Charlie D. Frost, Mr. Leroy McMillan, and Mr. Tyrone D. Smith. Also present were Mr. Roger P. Milton, 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. Steve Scott, at 6:00 p.m.

2. OPENING PRAYER

The opening prayer was led by Pastor Maurice Evans, Pastor and Founder of New Life Ministries.

3. PLEDGE OF ALLEGIANCE

Recited in unison.

4. RECOGNITIONS

On behalf of the Parent Services Department, Mrs. Vicki Johnson and Mrs. Carolyn Francis recognized the following 2018 – 2019 Volunteer of the Year Recipients: Ms. Elizabeth Kenon – Havana Magnet School, Ms. Alisia Robinson – Stewart Street Elementary, Ms. Patsy Willis – Greensboro Elementary School, and Mr. Stewart Parsons (Ret. Judge) – George W. Munroe Elementary School. Each of the volunteer recipients received a certificate and gift basket. Mr. Milton and the Board thanked each of the volunteers for their work.

Mrs. Tammy Farlin recognized Mr. Sam Love, President of the Gadsden Retired Educators Association. Mr. Love introduced Mrs. Patricia Taylor who recognized the following student winners of the essay writing contest: 1<sup>st</sup> Place Winner – Alondra Cruz – Gadsden Elementary Magnet School – essay title “Our Chimonee Rock Trip With My Grandparents” – received a certificate ribbon and \$35.00; 2<sup>nd</sup> Place Winner – Kavion Burns – West Gadsden Middle School – essay title “The Great Grandma Adventure” – received a certificate ribbon and \$25.00. Mrs. Phyllis Simmons, Gadsden Retired Educators Association, recognized the following students with honorable mentions: Ta’Quavis Windbush – Greensboro Elementary School – essay title “The Best Grandma Ever”; Freddie Cortez Casia – Greensboro Elementary School – essay title “My Grandparents”; JaKayla Elias – Gadsden Elementary

Magnet School – essay title “A Great Day With My Grandpa”; Havannah Jackson – Chattahoochee Elementary School – essay title “My Grandma”; and Markell Whaley – Chattahoochee Elementary School – essay title “Grandfather Ray”. Each of the honorable mention students received a certificate ribbon and \$10.00. Mr. Milton and the Board thanked each of the students for their writing abilities.

Mr. Milton recognized Chef James Bradwell and Gadsden County High School Culinary Arts Program for catering lunch for the PAEC Board of Director’s Meeting on April 17<sup>th</sup> at the district office. He presented Chef Bradwell with a check in the amount of \$250.00 for the Culinary Arts Program, and each of the following students were presented with a token of appreciation: NiVeyonce Carroll, By’Riona Owens, Alexis Kelly, and Kenderica Nealy. Board members thanked Chef Bradwell and the students for their good work.

Mr. Milton recognized Ms. Dierra Milton and the Havana Magnet School Cheerleaders (Captains – Kyndal Jackson and Denijah Milton) for their competitive win April 6<sup>th</sup> at the Tallahassee Diamond Cheer Competition. Ms. Milton was presented with a check to assist with the upcoming cheer competition in Jacksonville. Board members thanked Ms. Milton and the cheerleaders for a great job.

Mr. Milton acknowledged Mrs. Robin Watkins, a member of the James A. Shanks High School Class of 1977.

Mr. Frost recognized Ms. Cassandra Jeffery, bus aide, and students who displayed orderly conduct loading the school bus.

#### ITEMS FOR CONSENT

Mr. Scott entertained a motion to approve the consent agenda. Mr. Charlie D. Frost made a motion to approve the consent agenda. The motion was seconded by Mr. Leroy McMillan and carried unanimously.

#### 5. REVIEW OF MINUTES

- a. March 26, 2019, 4:30 p.m. – School Board Workshop
- b. March 26, 2019, 6:00 p.m. – Regular School Board Meeting
- c. April 4, 2019, 4:30 p.m. – School Board Workshop
- d. April 9, 2019, 4:30 p.m. – School Board Workshop

ACTION REQUESTED: The Superintendent recommended approval.

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

- a. Personnel 2018 - 2019

ACTION REQUESTED: The Superintendent recommended approval.

#### 7. AGREEMENT/CONTRACT/PROJECT APPLICATIONS

- a. Renewal of TSA Amended 403(b) Plan Document

Fund Source: General Fund  
Amount: \$3,280.32

ACTION REQUESTED: The Superintendent recommended approval.

- b. School Food Service Program – Purchasing of Fresh Fruits and Vegetables

Fund Source: School Food Service Fund – 4100 Fund  
Amount: Approximately \$200,000

ACTION REQUESTED: The Superintendent recommended approval.

- c. School Food Service Program – Purchasing through P.O.W.E.R. Buying Group for 2019 - 2020

Fund Source: School Food Service Fund – 4100 Fund  
Amount: Approximately \$2,500,000.00

ACTION REQUESTED: The Superintendent recommended approval.

- d. Federal Projects Purchase of Instructional Supplies – Edu. Dev. Associates Acaletics

Fund Source: Federal Projects Funds – 4200 Funds  
Amount: \$231,271.00

ACTION REQUESTED: The Superintendent recommended approval.

- e. Renewal/Extension of Erate Contracts

Fund Source: USAC/GCSB  
Amount: \$500,629.21 (ERATE)  
\$340,570.26 (District)

ACTION REQUESTED: The Superintendent recommended approval.

8. STUDENT MATTERS

- a. Student Expulsion – See back-up material

Case #75-1819-0211

ACTION REQUESTED: The Superintendent recommended approval.

- b. Student Expulsion – See back-up material

Case #92-1819-0051

ACTION REQUESTED: The Superintendent recommended approval.

9. SCHOOL FACILITY/PROPERTY

- b. Fire Extinguisher Services

Fund Source: 110  
Amount: \$4,500.00

ACTION REQUESTED: The Superintendent recommended approval.

- e. Grease Trap and Sewer Plant Pump Out Services  
Fund Source: 410  
Amount: \$7,610.00  
ACTION REQUESTED: The Superintendent recommended approval.
- f. Preventative Maintenance Services for HVAC Equipment  
Fund Source: 110  
Amount: \$58,660.00  
ACTION REQUESTED: The Superintendent recommended approval.
- g. Software Renewal – Dude Solutions  
Fund Source: 110  
Amount: \$4,605.00  
ACTION REQUESTED: The Superintendent recommended approval.
- h. Software Renewal – Dude Solutions  
Fund Source: 110  
Amount: \$8,450.66  
ACTION REQUESTED: The Superintendent recommended approval.

10. EDUCATIONAL ISSUES

- a. School Field Trip Request (Out-of-State) – Chattahoochee Elementary School  
Fund Source: N/A  
Amount: N/A  
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.

\*5. REVIEW OF MINUTES

- e. April 9, 2019, 6:00 p.m. – Special School Board Meeting  
Mr. Scott requested that the last sentence on the April 9<sup>th</sup> Board Minutes reflect that he voted “nay”.  
Following discussion, Mr. Steve Scott made a motion to approve the April 9<sup>th</sup> Special Board Meeting Minutes with the correction to reflect his vote as “nay”. The motion was seconded by Mrs. Audrey D. Lewis and carried unanimously.  
ACTION REQUESTED: The Superintendent recommended approval.

\*9. SCHOOL FACILITY/PROPERTY

a. Real Estate Brokerage Services – District-wide

Fund Source: 110

Amount: 6% Brokerage Fee (unless property listed brokerage fee is paid by seller)

In response to Mrs. Lewis' request for an explanation of the Real Estate Brokerage Services, Mr. Hunter stated that the real estate brokerage service fee is standard and utilized by all realtors. He stated that the district pays 6% brokerage fee (unless property listed brokerage fee is paid by the seller).

Following discussion, Mrs. Audrey D. Lewis made a motion to accept the Superintendent's recommendation to approve agenda item #9a. The motion was seconded by Mr. Tyrone D. Smith and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

c. Grounds Maintenance Services

Fund Source: 110

Amount: \$350.00 per service for St. John Elementary School and \$350.00 per month for Gretna Elementary School

Mrs. Lewis questioned who was performing the lawn services for the St. John Elementary School and Gretna Elementary School Property. She stated that she was concerned about the representation of the district.

Mr. Hunter stated that A & J Lawn Care provide lawn service for St. John Elementary School and Gretna Elementary School. He stated that this would be the third and final annual extension. He stated that he was working to modify the lawn care schedule to have an earlier start time to include Saturdays.

In response to Mr. McMillan's concern about the \$350.00 per monthly cost per lawn care service, Mr. Hunter stated that he would review the contract.

Following discussion, Mrs. Audrey D. Lewis made a motion to accept the Superintendent's recommendation to approve agenda item #9c. The motion was seconded by Mr. Charlie D. Frost and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

d. Grounds Maintenance of the Athletic Fields

Fund Source: 110

Amount: \$1,965.00 per month for Gadsden County High School  
\$1,965.00 per month for West Gadsden Middle School

Mrs. Audrey D. Lewis made a motion to accept the Superintendent's recommendation to approve agenda item #9d. The motion was seconded by Mr. Charlie D. Frost and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

Mr. Milton recognized Ms. Kamryn Marshall, FAMU Journalism student and Intern with the Havana Herald. He stated that Ms. Marshall will be covering the Board meetings for the Havana Herald.

11. STATUS UPDATE ON GRETNA ELEMENTARY SCHOOL PROPERTY AND ST. JOHN ELEMENTARY SCHOOL PROPERTY

Mr. Milton stated a previous workshop was held to further discuss and move forward with the decision to sell, or not to sell the St. John Elementary School Property and the Gretna Elementary School Property. He stated that requests were made by County Commissioner Brenda Holt, and the Sheriff's Department to defer making a decision until meetings were held with their individual boards. He stated that the county nor the sheriff's department have contacted the district with an interest in the properties. He stated that he wanted to hear the Board's wishes and desires for the St. John Elementary School Property and the Gretna Elementary School Property.

Mr. Frost stated that the School Reconfiguration Plan included moving students from Carter Parramore Academy to Gretna Elementary School. He stated that he was willing to sell the St. John property, but not the Gretna property. He stated that Gadsden Elementary Magnet School sustained damaged from Hurricane Michael. He stated that the students at Gadsden Elementary Magnet School could possibly be moved to Gretna Elementary School. He stated that he want to keep the Gretna property.

Mr. Milton stated that damage from Hurricane Michael impacted the cafeteria and gym at Gadsden Elementary Magnet School. He stated that the cafeteria and gym are not useable at this time. He stated that the students are currently using the multi-purpose room for lunch.

Mr. Scott stated that he visited Gadsden Elementary Magnet School and George W. Munroe Elementary School. He stated that George W. Munroe Elementary School can accommodate 140 more students. He stated that there is an alternative to moving students from Gadsden Elementary Magnet School to George W. Munroe Elementary School to have a school within a school.

Mrs. Lewis stated that parents have expressed interest in having a school within a school.

Mr. Milton stated that George W. Munroe Elementary School has extensive damage due to Hurricane Michael.

Mr. Smith stated that there are many things for the Board to think about. He stated that he agree with selling the properties individually. He stated that the Gretna property has potential investments in the future. He stated that the district did not make any money for the past usage of Gretna Elementary School. He stated that he was willing to sell the St. John property. He stated that the Board needed to hold on to the Gretna property with stringent requirements. He stated that he Gretna property could be used as a cash flow alternative. He stated that he was opposed to having anyone use the Gretna property for free.

Mr. McMillan reminded the Board that the Sheriff's department was not the only entity to use Gretna Elementary School. He stated that the Gretna Elementary School property was used as a training facility. He stated that it was time for the county to work together as one. He stated that he was willing to sell the St. John property. He stated that he want to hold on to the Gretna property in the event there was a need to use Gretna Elementary School for Gadsden Elementary Magnet School or other schools.

Mrs. Lewis stated that she was not opposed to selling the St. John property. She stated that she want to keep Gretna Elementary School for future usage.

Mr. Scott stated that time was given by two entities with interest in the properties. He stated that the Board was provided with a vacant properties list for the district. He stated that if the vacant properties are not being used get rid of the property. He stated that he want to sell both the St. John Elementary School property and the Gretna Elementary School property, and to give the Superintendent the authority to move forward with selling both properties.

Following discussion, Mr. Milton made a motion to sell the St. John Elementary School property and not sell the Gretna Elementary School property.

Mr. Charlie D. Frost made a motion to accept the Superintendent's recommendation to sell the St. John Elementary School property and not sell the Gretna Elementary School property. The motion was seconded by Mrs. Audrey D. Lewis and carried with Mr. Frost, Mr. McMillan, Mr. Smith and Mrs. Lewis voting "aye". Mr. Scott voted "nay".

## 12. FACILITIES UPDATE

Mr. Hunter stated that the maintenance department was very busy. He stated that there was a lot going on in the maintenance department.

Mr. Milton recognized Mr. Hunter and his staff for updates to the break room at the district office.

Mr. Hunter stated that the summer schedule include painting James A. Shanks Middle School. He stated that work is continuing on the control access.

## 13. EDUCATIONAL ITEMS BY THE SUPERINTENDENT

Mr. Milton requested the Board give him the authority to look into getting a contract with the TPG Cultural Exchange Program to assist with hiring teachers. He stated that the attorney will review the contract information.

Mrs. Lewis requested the Superintendent move expeditiously to work with the TPG Cultural Exchange Program.

Mr. Smith stated that teachers in the TPG Cultural Exchange Program have different work ethics. He stated that working with the TPG Cultural Exchange Program will be beneficial to the district.

Mr. Frost stated that other schools in the state are in need of teachers. He stated that Gadsden County was not the only district in need of teachers.

Mr. Milton stated that testing was taking place in the schools. He reminded the Board to attend the Senior Superlatives Recognition Program on Thursday, April 25<sup>th</sup>, 6:30 p.m. at Gadsden County High School.

## 14. SCHOOL BOARD REQUESTS AND CONCERNS

Mr. McMillan invited the Board to the National Day of Prayer on May 2<sup>nd</sup> 6:30 p.m. at the courthouse.

Mr. Smith requested a workshop to further discuss the use of the Gretna Elementary School Property.

Mr. Milton requested having a little more time to meet with staff to assess the Gretna property.

Mr. Smith agreed to defer scheduling a workshop to further discuss the use of the Gretna Elementary School property. He stated that a plan of action was needed for Gretna Elementary School.

Mr. Frost requested the Board further discuss and review the district vacant property list.

Mrs. Lewis stated that she was honored to be nominated as an Author to represent Gadsden County May 31<sup>st</sup> at the Ebony & Ivory Affair sponsored by the Gadsden County Democratic Women's Club and the Gadsden County Tourist Development Council. She thanked the seniors at Gadsden County High School for assisting Bishop Jerome Showers with the adult senior picnic "Seniors Helping Seniors". She stated that the parent expo at the high school was phenomenal. She requested the principals provide the Board with student discipline plans. She also requested the Board receive monthly discipline reports for students who attend Carter Parramore Academy.

Mr. Emanuel Sapp addressed the Board to share an update on the graduation rate. He requested the Superintendent and Board help with changing the institution's culture. He stated that it is very vital to be more engaged in the middle schools. He stated that progress is being made at Gadsden County High School.

15. The meeting adjourned at 7:50 p.m.