

## REGULAR SCHOOL BOARD MEETING

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

June 27, 2017

6:00 P.M.

This meeting was open to the public and electronically recorded.

The following Board members were present: Mr. Isaac Simmons, Chairman; Mr. Steve Scott; Mr. Charlie D. Frost; Mr. Tyrone D. Smith; and Mrs. Audrey D. Lewis via teleconference. 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. Isaac Simmons, at 6:00 p.m.

2. OPENING PRAYER

The opening prayer was led by Rev. Shirlean Thomas, Pastor of Green Shade African Methodist Episcopal Church.

3. PLEDGE OF ALLEGIANCE

Recited in unison.

4. RECOGNITIONS

Mr. Smith recognized the district's future partner, Mrs. Barbara Pople of Pople Financial Services.

ITEMS FOR CONSENT

Mr. Simmons entertained a motion to approve the remaining consent agenda. The motion was made by Mr. Charlie D. Frost, seconded by Mr. Steve Scott and carried unanimously.

5. REVIEW OF MINUTES

- a. May 23, 2017, 4:30 p.m. – School Board Workshop
- b. May 23, 2017, 6:00 p.m. – Regular School Board Meeting
- c. May 30, 2017, 5:00 p.m. – Student Hearing
- d. May 30, 2017, 6:00 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)
  - a. Personnel 2016-2017  
ACTION REQUESTED: The Superintendent recommended approval.
  - b. Personnel 2017- 2018  
ACTION REQUESTED: The Superintendent recommended approval.
  - d. Payroll Schedule 2017 – 2018  
ACTION REQUESTED: The Superintendent recommended approval.
7. AGREEMENT/CONTRACT/PROJECT APPLICATIONS
  - a. First 12 Month Extension on Capital City Bank Construction Loan  
  
Fund Source: Capital Funds  
Amount: Two bi-annual payments due November 1, 2017 and May 1, 2018 for a total of \$371,543.66  
  
ACTION REQUESTED: The Superintendent recommended approval.
  - b. Approval of 2017 – 2018 Fiscal Year Debt Service Payments with Sun Trust Bank  
  
Fund Source: Capital Funds  
Amount: Two bi-annual payments of \$100,683.31 each which are due on July 1, 2017 and January 1, 2018 for \$201,366.62  
  
ACTION REQUESTED: The Superintendent recommended approval.
  - c. Skyward  
  
Fund Source: Capital Funds  
Amount: \$61,964.00 year 1 includes one-time fees - \$27,990 in year 2 and 3  
  
ACTION REQUESTED: The Superintendent recommended approval.
  - d. Federal Programs P. O. – vTtech  
  
Fund Source: Federal  
Amount: \$37,700.00  
  
ACTION REQUESTED: The Superintendent recommended approval.

- e. Federal Programs P. O. – Acaletics  
 Fund Source: Federal  
 Amount: \$239,202.00  
 ACTION REQUESTED: The Superintendent recommended approval.
- f. Federal Programs P. O. – Curriculum Associates  
 Fund Source: Federal  
 Amount: \$316,616.74  
 ACTION REQUESTED: The Superintendent recommended approval.
- g. Renewal Contractual Agreement – PSTB Consulting, LLC  
 Fund Source: Federal  
 Amount: \$40,000 plus expenses  
 ACTION REQUESTED: The Superintendent recommended approval.
- h. The School Board of Gadsden County Contract with Independent Contractor  
 Janice M. Gilchriest  
 Fund Source: IDEA dollars  
 Amount: \$45.00 (per hour for actual hours worked)  
 ACTION REQUESTED: The Superintendent recommended approval.
- i. FSU Multidisciplinary Services 2017-2018 School Year  
 Fund Source: IDEA Dollars  
 Amount: \$25,000.00 est.  
 ACTION REQUESTED: The Superintendent recommended approval.
- j. Contracted Services with Speech/Language Pathologist Joy Scharein & The  
 Gadsden County School Board  
 Fund Source: FEFP dollars  
 Amount: \$50.00 per hour  
 ACTION REQUESTED: The Superintendent recommended approval.
- k. Agreement Between The School Board of Gadsden County Public Schools  
 and More Ability Therapy Services, LLC  
 Fund Source: FEFP Dollars  
 Amount: \$58.00 (per hour for actual hours worked) Occupational Therapy  
 \$45.00 (per hour for actual hours worked) Occupational Therapy Assistant  
 ACTION REQUESTED: The Superintendent recommended approval.

- l. Agreement Between The School Board of Gadsden County Public Schools and Soliant Health, Inc.  
Fund Source: FEFP  
Amount: \$56.00 per hour  
ACTION REQUESTED: The Superintendent recommended approval.
- m. Agreement Between The School Board of Gadsden County Public Schools and ProCare Therapy, Inc.  
Fund Source: FEFP Dollars  
Amount: \$58.00 - \$62.00 (per hour for actual hours worked)  
ACTION REQUESTED: The Superintendent recommended approval.
- n. Vision Services for Exceptional Students  
Fund Source: FEFP Dollars  
Amount: \$25,000.00 (est.)  
ACTION REQUESTED: The Superintendent recommended approval.
- o. Renewal Contract for Homeless Outreach Parent Specialist  
Fund Source: Federal  
Amount: \$18,000.00  
ACTION REQUESTED: The Superintendent recommended approval.
- p. MOA Between Gadsden County School Board and Florida Department of Health  
Fund Source: N/A  
Amount: N/A  
ACTION REQUESTED: The Superintendent recommended approval.
- q. Approval of Agreement with Lamier Technical Services  
Fund Source: Federal  
Amount: \$50,000.00  
ACTION REQUESTED: The Superintendent recommended approval.
- r. 2017 – 2018 Panhandle Area Educational Consortium (PAEC FLVS Franchise) Agreement  
Fund Source: FEFP  
Amount: Undetermined – based upon enrollment  
ACTION REQUESTED: The Superintendent recommended approval.
- s. Florida Virtual School (FLVS K – 12 Florida) Agreement  
Fund Source: FEFP  
Amount: Undetermined – based upon enrollment  
ACTION REQUESTED: The Superintendent recommended approval.

- t. 2017 – 2018 Edgenuity Agreement  
 Fund Source: FEFP  
 Amount: Undetermined – based upon enrollment  
 ACTION REQUESTED: The Superintendent recommended approval.
- u. K12 Virtual School (fueleducation) Agreement  
 Fund Source: FEFP  
 Amount: Undetermined – based upon enrollment  
 ACTION REQUESTED: The Superintendent recommended approval.
- v. Head Start 2017 Cost-of-Living-Adjustment (COLA)  
 Fund Source: Head Start  
 Amount: \$20,788.00  
 ACTION REQUESTED: The Superintendent recommended approval.

9. SCHOOL FACILITY/PROPERTY

- a. Fire Extinguisher Services – District Wide  
 Fund Source: 110  
 Amount: \$4,500.00  
 ACTION REQUESTED: The Superintendent recommended approval.
- b. Final Payment for Max D. Walker Administration Building Project  
 Fund Source: 340/379  
 Amount: \$22,000.00  
 ACTION REQUESTED: The Superintendent recommended approval.
- d. Sign Project for District Reconfiguration  
 Fund Source: 110  
 Amount: \$8,602.24  
 ACTION REQUESTED: The Superintendent recommended approval.
- f. Continuing Services for Construction Management on Minor Projects – District Wide  
 Fund Source: 110  
 Amount: Cost proposal per project (not to exceed \$500,000)  
 ACTION REQUESTED: The Superintendent recommended approval.

- g. Continue Agreement with Sonitrol/Redwire – District-Wide

Fund Source: 379

Amount: \$46,897.08 – Sonitrol  
\$6,550.08 – Redwire

ACTION REQUESTED: The Superintendent recommended approval.

- h. Pest Control Services – District Wide

Fund Source: 110

Amount: \$15,084.00

ACTION REQUESTED: The Superintendent recommended approval.

- i. Grounds Maintenance Agreement - Max D. Walker Building Complex

Fund Source: 110

Amount: \$500.00 (monthly)

ACTION REQUESTED: The Superintendent recommended approval.

- k. Approval to Continue Agreement with North Florida Vault and Septic for Pump Out Services of Grease Traps and Sewer Plants

Fund Source: 110

Amount: \$8,520.00

ACTION REQUESTED: The Superintendent recommended approval.

- l. Solid Waste Collection Agreement Between Gadsden County School District and Waste Pro of Florida, Inc. – District Wide

Fund Source: 110

Amount: \$127,853.40

ACTION REQUESTED: The Superintendent recommended approval.

- n. Five Year Survey – Recommendation Report

Fund Source: N/A

Amount: N/A

ACTION REQUESTED: The Superintendent recommended approval.

10. EDUCATIONAL ISSUES

- a. Master Inservice Plan for 2017 – 2022 (PAEC)

Fund Source: N/A

Amount: N/A

ACTION REQUESTED: The Superintendent recommended approval.

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

- a. Approval of Job Description

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.

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

- c. Salary Schedule 2017 – 2018

Mrs. Lewis stated that she was concerned about some of the sporting activities listed on the salary schedule such as golf and tennis.

Mrs. Judith Mandela addressed the Board to request clarity on the definition of the director positions. She stated that she was concerned about the payment for some individuals being at the top of the pay schedule.

Mr. Milton stated that pay for the director positions are at the bottom of the pay schedule. He stated that district level positions are a pay grade 7. He stated that pay grade 3 positions do not have the same requirements for district level positions.

Mr. Simmons stated that there are different roles and requirements for the director positions.

Mrs. Mandela stated that the mission of the district is “Putting Children First”. She stated that the district needs to put value in what is being done for the people who take care of the students, the teachers.

Mr. Simmons stated that the district has always put children first. He stated that the salary schedule has been into place for many years.

Following discussion, Mrs. Audrey D. Lewis made a motion to accept the Superintendent's recommendation to approve agenda item #6c. The motion was seconded by Mr. Steve Scott and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

\*8. STUDENT MATTERS

- a. Student Expulsion – See back-up material

Case #102-1617-0051

The mother of student #102-1617-0051 addressed the Board to request a hearing.

Following discussion, Mr. Charlie D. Frost made a motion to defer action on agenda item #8a until a hearing could be held on Thursday, June 29<sup>th</sup> at 10:00 a.m. The motion was seconded by Mr. Tyrone D. Smith and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

\*9. SCHOOL FACILITY/PROPERTY

- c. Real Estate Brokerage Services – District Wide

Fund Source: N/A

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

In response to Mr. Simmons' request for an overview of the Real Estate Brokerage Services, Mr. Hunter stated that the Real Estate Brokerage Services are provided by Ms. Gay Steffen for the 2017 – 2018 fiscal year with Prime South Properties. He stated that the brokerage fee will be 6% unless the property listed brokerage fee is paid by the seller.

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

ACTION REQUESTED: The Superintendent recommended approval.

- e. Continuing Services for Mechanical Maintenance and Repair – District Wide

Fund Source: 110

Amount: \$75.00 / hourly rate (Key Heating and Cooling)  
\$80.00 / hourly rate (Engineered Cooling Services)



Mr. Simmons asked if continuing services for mechanical maintenance and repair was an advantage for the district to contract services versus assigning a staff person the duties.

Mr. Hunter stated that staff will perform most of the mechanical maintenance and repair, and prequalifying companies are used for emergency purpose only. He stated that there was no disadvantage to the district for continuing services for mechanical maintenance and repair.

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

**ACTION REQUESTED:** The Superintendent recommended approval.

j. Grounds Maintenance – District Wide

Fund Source: 110

Amount: \$194,016.00

In response to Mr. Simmons' concern about the district's plan for grounds maintenance, Mr. Hunter stated that the grounds maintenance contracts expire the end of this month. He stated that he has requested 3 positions for in-house. He stated that he will present an hourly wage package to the Board next month for the grounds maintenance position.

Mr. Simmons requested a workshop to further discuss the grass cutting contracts.

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

**ACTION REQUESTED:** The Superintendent recommended approval.

m. Preventative Maintenance Services with Brooks Building Solutions, Inc.

Fund Source: 110

Amount: \$58,660.00

In response to Mr. Simmons' request for an overview of the preventative maintenance services with Brooks Building Solutions, Inc., Mr. Hunter stated that the agreement with Brooks Building Solutions, Inc. was for West Gadsden Middle School and Gadsden County High School. He stated that the agreement was re-negotiated down to \$58,660.00.

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

**ACTION REQUESTED:** The Superintendent recommends approval.

Mr. Milton recognized State Attorney Larry Campbell with the Second Judicial Circuit.

Mr. Campbell addressed the Board to state that he was partnering with the district. He stated that he was dedicated to help get people out of the criminal justice system. He stated that he has the mentality of creating academics for students. He announced that the new Assistant State Attorney was Ms. Cheryl Roberts from the Friendship Community in Gadsden County.

Mr. Milton also recognized Rev. Gregory James for his support.

## 12. FACILITIES UPDATE

Mr. Hunter stated that the school reconfiguration movement was going well. He stated that labor was being provided by students on Monday and Tuesday, and by inmates on Wednesday and Thursday. He stated that painting in the schools will take place soon. He stated that the Board needed to consider the sell of two portable buildings at St. John Elementary School.

In response to Mr. Smith's inquiry regarding the use of the portable buildings at St. John Elementary School being used as computer labs at Stewart Street Elementary School, Mr. Milton stated that there was a possibility that one of the portable buildings could be used as a computer lab at Stewart Street Elementary School. He stated that he will explore options for use of the portable buildings.

In reference to Mr. Milton's proposal for the sell of the Havana Elementary School Property, Board members expressed their concerns regarding entering into an agreement to finance the property.

Mr. Simmons stated that the Havana Elementary School Property was one of the most marketable pieces of property owned by the district. He stated that he wished to have more time to try and sell the property.

Mr. Milton was advised by the Board to inform the realtor to notify the buyer that the district was not interested in their offer to sell the Havana Elementary School Property.

## 13. EDUCATIONAL ITEMS BY THE SUPERINTENDENT

Mr. Milton requested a special meeting on Thursday, June 29<sup>th</sup> for the Board to discuss and act on a Turnaround Plan for Gadsden County High School. He stated that the Board needed to act on the Turnaround Plan before July 1<sup>st</sup> to qualify to use federal funds. He stated that several other districts were in the same situation. He stated that the summer programs were going well. He stated that reading was a big

issue for the district. He stated that early learning will be a priority this upcoming school year. He stated that reading was not a problem that was unique to Gadsden County, but all over the state. He stated that he will continue to work hard. He stated that the district level administrators will be in place next week. He stated that the district is required to have Reading, Math and Science Coaches. He stated that he was concerned about the school grades. He stated that the district is committed to providing resources and support to the schools. He stated that he was excited about July 1<sup>st</sup> as the beginning of a new era for the district.

#### 14. SCHOOL BOARD REQUESTS AND CONCERNS

In response to Mr. Frost's request for clarification on the VAM scores, Dr. Hightower stated that VAM was Value Added Model. He stated that the Department of Education determines VAM scores and is a measurement of student achievement.

Mr. Frost stated that he would like to review the VAM scores for teachers.

Dr. Hightower stated that he will provide VAM score information to Mr. Frost.

Mr. Smith stated that he attended a collaborative meeting with the elementary school principals. He stated that many employees are leaving the district due to certification issues. He stated that the district needs to find ways to help beginning teachers obtain certification.

Mr. Simmons stated that the district need to have exit interviews to see why employees are leaving. He stated that data needed to be collected.

Dr. Hightower stated that the district has data that shows most employees leave the district because of certification issues.

Mr. Simmons requested a workshop to discuss issues at Gadsden Technical Institute that will enhance opportunities for the community. He stated that the overall operation at Gadsden Technical Institute needed improvement.

Following the Board's discussion and Mr. Simmons' concern with the Havana Community Development Center default on the loan for the Havana Northside High School Property, they agreed to start foreclosure on the property.

Mr. Simmons recognized Dr. Kimblin NeSmith who is part of the Dr. Martin Luther King Group in Chattahoochee.

Dr. NeSmith stated that the Dr. Martin Luther King Group work toward the engagement of Chattahoochee Elementary School. He stated that the MLK Group has been in existence for 21 years. He stated that the MLK Group has adopted Chattahoochee Elementary School. He stated that the work is all volunteer. He stated that the group focus is on academics.

Mr. Milton thanked Dr. NeSmith and the members of the MLK Group for their works and support of Chattahoochee Elementary School. He acknowledged the Pople family. He stated that the Pople family will explore options for an IB program in the district. He stated that he has pledged the support of Commissioner Stewart for an IB program. He stated that he also has met with many businesses to pledge their support to the district.

Mr. Rick Soskus addressed the Board to support Ms. Mandela in her belief that the district should place more concentration on the people who deal directly with students. He stated that an anonymous survey could take place at the beginning of the school year to see why employees are leaving district.

Ms. Judith Mandela stated that certification issues are across the State. She stated that GCCTA is working with teachers on the areas of certification they are having problems with. She stated that the district need to provide support to the teachers.

Mrs. Pauline West stated that every teacher who need certification receives a statement from the Department of Education that informs them of when it is time to take the General Knowledge Test.

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