

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

September 28, 2021

6:00 P.M.

This meeting was open to the public and electronically recorded.

The following Board members were present: Mr. Leroy McMillan, Chairman; Mr. Steve Scott; Mrs. Karema D. Dudley; Ms. Cathy S. Johnson; and Mr. Charlie D. Frost. Also present were Mr. Elijah Key, 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. Leroy McMillan, at 6:00 p.m.

2. OPENING PRAYER

The opening prayer was led by Elder Derrick Jackson, Senior Pastor of Mt. Carmel Primitive Baptist Church.

3. PLEDGE OF ALLEGIANCE

Recited in unison.

4. RECOGNITIONS

Mr. Scott thanked Mr. Hunter and Dr. Sylvia Jackson for bringing in representatives from the Department of Education Special Facilities Construction.

Mrs. Dudley stated that she had visited some schools and was pleased with what she saw. She recognized Ms. Camry Floyd (Principal - Chattahoochee Elementary School), Mr. Michael Sneed (Principal - James A. Shanks Middle School), and Ms. Valarie Jones (Principal - West Gadsden Middle School).

Mr. McMillan read a letter from the Florida Association of District School Superintendents (FADSS) thanking Mr. Key for successfully completing the program and certification requirements of the Florida Superintendent Special Certification Program. He stated that the Special Certification Program is an extensive training program designed specifically for Florida Superintendents that includes training in School Law, School Finance, Collective Bargaining, the Superintendent's Leadership Role in Improving Student Achievement, and Core Concepts of Leadership. He stated that the Superintendent satisfactorily completed the Florida Superintendent's Examination to demonstrate an understanding of the information and knowledge presented through this training. He thanked Mr. Key for his dedication to the employees and the students.

Mr. Frost thanked Mr. Key for everything he is doing for the district.

5. REVIEW OF MINUTES

- a. August 31, 2021, 4:30 p.m. – School Board Workshop
- b. August 31, 2021, 6:00 p.m. - Regular School Board Meeting
- c. September 7, 2021, 6:00 p.m. – Final Budget Hearing

Following discussion, Mr. Steve Scott made a motion to accept the Superintendent’s recommendation to approve agenda item #5a – c. The motion was seconded by Mrs. Karema D. Dudley and carried unanimously.

ACTION REQUESTED: The Superintendent recommended approval.

ITEMS FOR CONSENT

Mr. Key added to the agenda item #8g – Gadsden County High School – Field Trip Request (Out-of-State).

Mr. McMillan entertained a motion to approve the remaining consent agenda. The motion was made by Mr. Charlie D. Frost, seconded by Ms. Cathy S. Johnson and carried unanimously.

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

- a. Personnel 2021 – 2022

ACTION REQUESTED: The Superintendent recommended approval.

7. AGREEMENT/CONTRACT/PROJECT APPLICATIONS

- a. Contractual Agreement for Inter-County Transfer of Exceptional Students between Leon County School Board and the Gadsden County School Board

Fund Source: State FTE Funds  
Amount: (determined by FTE formula)

ACTION REQUESTED: The Superintendent recommended approval.

- b. Cooperative Agreement between Gadsden County School Board and Panhandle Therapy Center

Fund Source: N/A  
Amount: N/A

ACTION REQUESTED: The Superintendent recommended approval.

- c. Memorandum of Understanding between GCSB and TCC of Courses and Programs

Fund Source: N/A  
Amount: No Cost

ACTION REQUESTED: The Superintendent recommended approval.

- d. Dual Enrollment Articulation Agreement between Tallahassee Community College and Gadsden County Schools 2021 – 2022

Fund Source: FEFP  
Amount: Undetermined – based upon enrollment

ACTION REQUESTED: The Superintendent recommended approval.

8. EDUCATIONAL ISSUES

- a. Gadsden Technical College - Field Trip Request (Out-of-State)

Fund Source: N/A  
Amount: N/A

ACTION REQUESTED: The Superintendent recommended approval.

- c. 2021 – 2022 Uniform Assessment Calendar

Fund Source: N/A  
Amount: N/A

ACTION REQUESTED: The Superintendent recommended approval.

- d. Gadsden County 2020 – 2021 Equity Report Update

Fund Source: N/A  
Amount: N/A

ACTION REQUESTED: The Superintendent recommended approval.

- e. Request to Advertise Notice of Intent to Amend/Adopt Policies

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 moved to the DISCUSSION portion of the agenda.

\*8. EDUCATIONAL ISSUES

- b. 2021 – 2022 Controlled Open Enrollment Plan

Fund Source: FEFP  
Amount: Undetermined – based upon enrollment

Mrs. Dudley stated that she was concerned about the student performance contract part A grades and score. She asked if this meant that students coming in the district have to maintain a Level 4.

Ms. Vicki Johnson stated the Controlled Open Enrollment Plan’s language is from Florida Statute and states what we are to offer to students in the district. She stated that the language is about school choice and options to enroll in the district. She stated that the proficiency is pretty much state wide and not necessarily to hold students to that level when they come to the district.

Dr. Sylvia Jackson stated that when students are enrolled in schools they promise to do these things and if they don't meet these requirements then they can be asked to go back to their home school.

Following discussion, Mr. Steve Scott made a motion to accept the Superintendent's recommendation to approve agenda item #8b. The motion was seconded by Mr. Charlie D. Frost and carried with Mr. McMillan, Mr. Scott, Mr. Frost and Ms. Johnson voting "aye". Mrs. Dudley voted "nay".

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

f. Approval of 2021 – 2022 Code of Student Conduct

Fund Source: N/A  
Amount: N/A

Mr. Frost stated that the Code of Student Conduct need to be updated as time changes. He stated that he wants to ensure that the code is followed. He stated that principals need to abide by the Code of Student Conduct.

Mr. McMillan stated that administrators are directed to follow the Student Code of Conduct.

Following discussion, Mr. Charlie D. Frost made a motion to accept the Superintendent's recommendation to approve agenda item #8f. The motion was seconded by Mr. Steve Scott and carried unanimously.

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

9. EDUCATIONAL ITEMS BY THE SUPERINTENDENT

Mr. Key introduced Principal Valarie Jones, West Gadsden Middle School. Ms. Jones shared with the Board the great things that are happening at the school. She stated that the culture and climate is positive at the school. She stated that the school grade was one point away from being a letter grade C. She stated that it is possible for West Gadsden to turn the dial upward. She stated that she has three staff members that have been accepted in the leadership program. She stated that she will mentor her staff members.

Mr. Key stated that Ms. Jones is doing an awesome job at West Gadsden Middle School. He stated that Ms. Jones is one of the candidates to be recognized as principal of the month.

Mr. Key recognized Mrs. Germaine Kirkland. He stated that Mrs. Kirkland is also a candidate for principal of the month. Mrs. Kirkland shared with the Board the positive things going on at George Munroe Elementary School. She stated that George Munroe has established a private clothes closet for students. She stated that the school has received support from Delta Sigma Theta Sorority, Inc., Gadsden County Men of Action, and Centennial Bank. She stated that teachers receive gift cards as incentives. She stated that grandparents are assisting in the classrooms. She stated that students receive prepacked food boxes on Fridays to take home. She stated that she has an outstanding staff. She stated that Ms. Hankerson is a great asset.

Mr. Key recognized Ms. Camry Floyd, Principal of Chattahoochee Elementary School. He stated that he attended the FADSS Fall Leadership Conference last week in Orlando. He stated that he was able to take Mrs. Farlin. He stated that all counties are dealing with vacancies. He stated that Superintendent Russell Hughes of Walton County has agreed to help with principal mentorship. He stated that he asked principals to go directly to step II in the Code of Student Conduct handbook when it comes to students fighting and follow the hearing guidelines and steps. He stated that if steps are missed then the student will be allowed to return to school. He stated that a review of School Improvement Plans will begin next week. He stated that all directors have been asked to provide a 90-day plan to show what they are doing to improve the district.

#### 10. SCHOOL BOARD REQUESTS AND CONCERNS

Mr. Frost thanked Mr. Saxton for being present and for doing a great job at Gadsden Technical College.

Ms. Johnson stated that the district's communication system needed to be worked on in order for the public to be able to hear the meeting via teleconference. She thanked Ms. Jones and Mrs. Kirkland for doing a great job. She inquired about the status of the textbooks and paper at Havana Magnet School.

Mr. Key stated that the textbooks are on backorder and the paper has been delivered to Havana Magnet School.

Mr. Scott thanked the administrators for attending the meeting.

Mrs. Dudley stated that she has learned that some people do not know how payroll is handled and that needs to be addressed when people are hired.

Mr. Key stated that Human Resource inform new hires about payroll. He stated that the pay schedule calendar is causing a problem. He stated that the district cannot prepay individuals for time they have not worked and people have to work before they are paid for that pay period. He stated that the only way to fix the problem is to change the pay scale calendar to a different date instead of the 10<sup>th</sup> for teachers. He stated that next year the district will look at all employees being paid on the 15<sup>th</sup> and 30<sup>th</sup> or all on the 30<sup>th</sup>.

Mrs. Dudley stated that the district is doing the community a disservice by not having the Board meetings more transparent. She stated when on the telephone the public cannot hear what is going on in the meetings. She stated that the district must make the Board meetings transparent and available to the public.

Mr. McMillan stated that he visited schools and it is good this year. He stated that the climate is different at the schools and he appreciated the administrators, teachers and staff for their hard work and commitment. He stated that the Board members and lobbyist (Mr. Steve Winn) need to meet with Senator Lorraine Ausley and Representative Ramon Alexander. He stated that the Board need to create a wish list of six items that they feel are top concerns for the district. He stated that he will get a date and inform the Board of the meeting date. He inquired about the payments on the Chattahoochee High School property. He stated that if the payments in the arrears have not been addressed, he will make a motion to foreclose on the property.

The Board scheduled a special facilities meeting on Tuesday, October 12<sup>th</sup> at 6:00 p.m.

Ms. Judith Mandela, President GCCTA, addressed the Board with the following questions: When can teachers expect to receive supply monies and the format for receiving the money how much ESSER monies has the district received; and when will the new school open?

Mr. Key stated that the teachers can expect to receive supply monies via check on September 30<sup>th</sup>.

In response to Mr. McMillan's concern if teachers are required to submit receipts for supplies purchased, Mr. Mays stated that this year teachers have to retain the receipts to be turned in to the office manager for a site audit.

Mrs. Dudley stated that maintaining receipts has always been a requirement but teachers need their supply money earlier.

Mr. Key stated that the district is short staffed in finance and Mrs. King has been out over a month. He stated that Mr. Mays is acting as director and is also the budget manager. He stated that Mr. Mays is closing out the year, and he is also training people to correct payroll. He stated that the district has 13M or 14M in ESSER funds. He stated that 10M has not been released to the district. He stated that 2.9M has been released. He stated that \$592,000 for non-enrollment assistance. He stated that new school application deadline is February 1<sup>st</sup>. He stated that after the application is submitted, there is still a three-year process before the school is built.

Mr. McMillan stated that the district expects to break ground on a new school in August of 2023.

11. The meeting adjourned at 7:07 p.m.

The Board convened in an executive session at 7:15 p.m. to discuss collective bargaining issues; and adjourned at 7:40 p.m.