

THE SCHOOL BOARD OF
ESCAMBIA COUNTY, FLORIDA

MINUTES, MARCH 12, 2010

The School Board of Escambia County, Florida, convened in Regular Workshop at 9:00 a.m., in Room 160, at the J.E. Hall Educational Services Center, 30 East Texar Drive, Pensacola, Florida, with the following present:

Chair: Mr. Gerald W. Boone Vice Chair: Mr. Jeff Bergosh

Board Members: Mrs. Linda Moultrie
Mrs. Patricia Hightower
Mr. Bill Slayton

School Board General Counsel: Mrs. Donna Sessions Waters

Superintendent of Schools: Mr. Malcolm Thomas

Meeting was advertised in the Pensacola News Journal on February 24, 2010 - Legal No. 1451664

[General discussion took place among Board Members, the Superintendent, and staff throughout this meeting.]

I. CALL TO ORDER

Mr. Boone called the Regular Workshop to order at 9:10 a.m. The Superintendent listed the changes that had been made to the March 16, 2010 Regular Meeting agenda since its initial publication.

The following item was postponed from the March 11, 2010 Special Workshop:

- Update on Move to Pace Boulevard Property

A brief update was given regarding the transition to the new administration building on Pace Boulevard, which would begin over Spring Break and continue into October.

It was noted that the process for naming the Pace Boulevard building would be addressed during the April 15, 2010 Special Workshop.

The following report was listed as a "time-certain" item for 9:30 a.m.:

- Charter School Quarterly Report

NOTE: Ms. Vickie Mathis, Director of Alternative Education, provided the Board with a quarterly report (March 2010) on charter schools prior to this meeting. Representatives from the following charter schools were in attendance for this meeting: Capstone Academy, Byrneville Elementary, Pensacola Beach Elementary, Escambia Charter, Jacqueline Harris Preparatory Academy, and Beulah Academy of Science. Discussion focused primarily on the information received from Jacqueline Harris Preparatory Academy. Board Members posed the following questions to the school's representatives: (1) *What steps have been taken to resolve the \$110,000.00 liability with the employee leasing company mentioned in the school's audit from Hurd & Finley?* (2) *What steps are being taken to ensure that the school will not be in a deficit fund balance situation at the end of the fiscal year (June 2010);* (3) *How does the school plan to insure that its fund balance is at least 2% of the prior year annual revenue?* Board Members asked that responses to those questions be provided by the school prior to the April 20, 2010 Regular Board Meeting.

The following items were moved forward from Section VII.A, Items from the Board:

- Item VII.A.1, Acceptance of the Two Recommendations Contained in the Letter from the Chair of the Audit Committee to the Chair of the School Board, dated March 1, 2010; and
- Item VII.A.2, that the Appropriate Staff be Provided with these Recommendations for Inclusion into the Personnel Planning Document and Budget Materials that will be presented for School Board Consideration in the Future

Mr. Tod F. Wilson, Chair-Audit Committee, reviewed the following information as outlined in the backup documentation for this item:

Pursuant to School Board Policy, the Audit Committee met on March 1, 2010 to discuss the budget and staffing needs of the Office of Internal Auditing. Mr. Bryant presented his annual operating budget and his requests related to staffing. The Committee discussed these matters at great length. Consideration has been given to the current and previous District budget concerns. The Committee offers the following recommendations to ensure the effective and efficient operation of the internal auditing function:

1. *Personnel Planning Document (PPD). We recommend:*
 - a. *The following sentence related to the Administrative Secretary position be stricken from the proposed PPD: "The position will continue to be held vacant 2010-2011."*
 - b. *The following sentence related to the intern position be stricken from the proposed PPD: "Position may be filled with one full-time or two part-time interns." and be replaced with "The position may be filled with one or more interns, provide the total hours for the position do not exceed 2,080 hours in a fiscal year."*
2. *Department Operating Budget. We recommend:*
 - a. *The Board adopt the Department Budget as presented. Excluding capital items, this budget represents a 0.56% reduction from the prior fiscal year. This reduction is on top of the 10.11% reduction made the previous year. The budget includes amounts for the purchase of scanners and property audit software. It is our understanding Mr. Bryant has discussed these needs with the Finance Department.*

We have carefully considered all factors prior to making these recommendations. We believe these recommendations are vital to the effective and efficient operation of the internal auditing function, especially as it relates to staffing. During the past few years, the function has suffered due to lack of administrative support, which has resulted in reduced auditor presence in the District and the inability to perform audits and reviews included in the annual work plan.

The Special Workshop recessed at 10:30 a.m. and reconvened at 10:50 a.m., with all Board Members, the Superintendent and Mrs. Waters present.

II. 2010-2011 BUDGET

Mrs. Laura Shaud, Director of Budgeting, reported that the School District was well into the budget process for 2010-2011. School budgets and staffing grids had been provided to the level directors and department budgets were expected to be provided to assistant superintendents within the next week. She noted that staff would continue to review information regarding the budget as it became available.

III. COMMENTS FROM SUPERINTENDENT

-None

IV. PROPOSED ADDITIONS OR REVISIONS TO SCHOOL DISTRICT RULES

Notice of Intent to Adopt Amendments to Rules and Procedures of the District School Board: Chapter 5, Business Affairs

Mrs. Hightower pointed out that the heading for Section 5.02 contained the misspelled word “members” which would need to be corrected.

Notice of Intent to Advertise Amendments to Rules and Procedures of the District School Board: Chapter 6, Student Transportation

Mr. Bergosh questioned why the following sentence had been included under Section 6.10, Assignment of District Vehicles: *The assignment of a vehicle to an employee shall not be viewed as compensation.* At the request of Mr. Bergosh, Mrs. Waters stated that she would research the issue and make a determination as to whether the inclusion of such a statement was necessary.

V. CONSENT AGENDA

A. Curriculum and Instruction

8. Contract for Educational Services by and between the School Board of Escambia County, Florida and Camelot Schools of Pennsylvania, LLC

(NOTE: **CORRECTED** backup documentation for this item was provided to Board Members during this meeting.) The Superintendent presented his recommendation to enter into a contract for educational services from Camelot Schools of Pennsylvania, LLC, to provide alternative education for expelled, at-risk, and special-needs students in grades 6-12. During discussion, the Superintendent pointed out that the Board’s approval of this contract would result in the closure/consolidation of the ESEAL and A.V. Clubbs middle school programs; both programs would be combined and served by Camelot Schools, which would result in a substantial cost-savings for the School District. Upon inquiry by Mr. Slayton, Mr. Paul Fetsko, Assistant Superintendent for Curriculum & Instruction, explained that Camelot Schools had been chosen from among several different companies because of its reputation for academic and behavioral success with at-risk and special-needs students. There was question from several Board Members as to whether the Request for Proposal (RFP) process should have been followed with regard to selecting a company to provide these services. Mrs. Waters advised that there was both a state and local rule which exempted from the RFP process, the purchase of professional and educational services.

[Mr. Bergosh left the meeting at 12:51 p.m. during discussion on this item.]

B. Finance

-No items discussed

C. Human Resource Services

Mrs. Hightower noted that the following notation under Item V.C.1.g.2. incorrectly referenced the month of March, rather than February: ***Documentation received for this request on the March agenda contained inaccuracy.*

D. Purchasing

9. Cafeteria Ovens for Ferry Pass Middle School and Tate High School

Upon inquiry by Mrs. Hightower, Mrs. Laura Shaud, Director of Budgeting, confirmed that this particular purchase was contingent upon the approval of a pending ARRA Stimulus Grant

application (*see* related item V.E.2.A.1, *2009-2010 Equipment Assistance Grants for School Food Authorities*).

E. Operations

1. Facilities Planning

B. Miscellaneous

3. Surplus Property Resolution Authorizing the Sale of Surplus Property – Warrington Elementary School

Mrs. Moultrie advised that because she was an employee of the Escambia County Sheriff's Office, she would need to abstain from voting on this item.

F. Student Transfers

-No items discussed

G. Internal Auditing

1. Inventory Adjustment Reports for nineteen (19) cost centers

Mr. Slayton indicated that he was bothered by the lack of adequate responses from several schools regarding the missing items cited on each school's inventory adjustment report. The Superintendent stated that the issue would be discussed during an upcoming Executive Staff meeting, specifically with regard to the appropriate drafting of such responses.

VI. UNFINISHED BUSINESS

-No items submitted

VII. NEW BUSINESS

A. Items from the Board

1. Acceptance of the Two Recommendations Contained in the Letter from the Chair of the Audit Committee to the Chair of the School Board, dated March 1, 2010; and
2. that the Appropriate Staff be Provided with these Recommendations for Inclusion into the Personnel Planning Document and Budget Materials that will be presented for School Board Consideration in the Future

These items were addressed earlier in the meeting.

B. Items from the Superintendent

-No items discussed

C. Items from the General Counsel

-No items submitted

VIII. COMMITTEE/DEPARTMENTAL REPORTS

1. Charter School Quarterly Report

This item was addressed earlier in the meeting.

IX. PUBLIC FORUM

Mr. Boone called for public hearing; however, there were no speakers.

X. ADJOURNMENT

There being no further business, the Regular Workshop adjourned at 1:10 p.m.

Attest:

Approved:

Superintendent

Chair