

THE SCHOOL BOARD OF
ESCAMBIA COUNTY, FLORIDA

MINUTES, JUNE 16, 2008

The School Board of Escambia County, Florida, convened in Workshop Meeting at 4:00 p.m., in the Board Room, at the Dr. Vernon McDaniel Building, 215 West Garden Street, Pensacola, Florida, with the following present:

Chair: Mrs. Patricia Hightower

Vice Chair: Mr. Pete Gindl, Sr. (*not present*)

Board Members: Mr. Jeff Bergosh
Mr. Gerald Boone
Mrs. Claudia Brown-Curry

School Board General Counsel: Mrs. Donna Sessions Waters

Superintendent of Schools: Mr. Jim Paul

I. CALL TO ORDER

Mrs. Hightower called the Regular Workshop to order at 4:03 p.m.

A. Open Discussion

1. Four Day Work Week – Jeff Bergosh

As a cost-savings for both the District and District employees, Mr. Bergosh suggested the implementation of a four-day work week during the summer. The Superintendent stated that a four-day work week was not possible this summer, however, it was an idea that could be considered for the next. Mrs. Hightower advised that for this summer, she had authorized the Board's employees (i.e., General Counsel, Director of Internal Auditing, Coordinator of Board Affairs), to follow a four-day work week schedule of Monday through Thursday, 7:00 a.m. to 5:00 p.m.

Mrs. Hightower requested that while the Superintendent and his staff were considering the idea of a four-day work week for next summer, that they also study the feasibility of a four-day school week.

The following issues were also addressed under *Open Discussion*:

Budget Meetings

It was noted that a Special Workshop (Re: Budget) would be held on June 26, 2008, at 4:00 p.m., followed by a Special Meeting (Re: Budget) at 5:15 p.m. Both meetings would be held in Room 160, at the J.E. Hall Educational Services Center.

Teacher Fair

Mr. Horace Jones, Coordinator of EEOC, announced that over 500 people had attended the Teacher Fair that was held on May 17, 2008 at Washington High School. He noted that 61

people received contracts with the District that very day; and since that time, another 10 people who attended the Teacher Fair had also received contracts.

Intervention Programs (available for students with behavioral problems)

Ms. Vickie Mathis, Director of Alternative Education, provided each Board Member a handout outlining the types of intervention programs that were available for schools to offer to students with various behavioral problems. Mrs. Brown-Curry was appreciative for the information provided, but stated that she really would like to see this type of information included in the backup documentation for the monthly list of student expulsions; specifically, she wanted that documentation to specify the types of intervention programs that had been offered to each student in an effort to help that student change his/her behavior prior to him/her being recommended for expulsion. [NOTE: *This information was previously requested by Mrs. Brown-Curry at the April 14, 2008 Regular Workshop (see Section VII.B, Items from the Superintendent, Item 1: Student Recommendations.)*] The Superintendent confirmed that the information requested would be provided in future backup documentation.

II. COMMENTS FROM SUPERINTENDENT

The Superintendent listed the additions, deletions, amendments and/or corrections to the June 17, 2008 Regular Meeting agenda.

III. TIME CERTAIN ITEMS

1. "Kids Vote, Too" (4:15 p.m.)

Mr. David H. Stafford, Supervisor of Elections, gave a brief presentation regarding an initiative called *Kids Vote, Too*, whereby age-appropriate curriculum would be provided to K-12 students to educate them with regard to the election process.

2. Charter School Quarterly Report (4:30 p.m.)

Ms. Vickie Mathis, Director of Alternative Education, indicated that she had provided the Board with a copy of the quarterly report (June 2008) on charter schools prior to this meeting. Representatives from several charter schools addressed the Board regarding general issues outlined in that report.

3. Everyday Wireless GPS System for School Buses (5:00 p.m.)

Representatives from Everyday Wireless, Inc. gave a brief presentation regarding a GPS tracking system that was able to provide real-time information to school bus route managers and school-based District officials regarding the location of buses. It was noted that this system would serve as a tool to help the District manage costs, increase safety, and increase accountability.

The Regular Workshop was recessed at 5:50 p.m. and reconvened at 6:00 p.m., with Mrs. Hightower, Mr. Bergosh, Mr. Boone, Mrs. Brown-Curry, the Superintendent and Mrs. Waters present. Mr. Gindl was not present.

IV. PROPOSED ADDITIONS OR REVISIONS TO SCHOOL DISTRICT RULES

Revisions to School District Rule 6Gx17-1.14(3)(5)(6)(7) – Public Records

Mrs. Waters explained that this rule revision would:

- clarify the procedure for making public records requests for the School Board as a whole, and as individual Board Members;

- delete the School Board as the agency setting fees for duplication- and service-related costs for public records requests; and
- mandate compliance with Florida law regarding public records in accordance with retention schedules and/or destruction.

V. CONSENT AGENDA

A. Curriculum and Instruction

8. The Florida Diagnostic and Learning Resources System/Westgate Associate Center

Upon inquiry by Mr. Bergosh, Ms. Allyn Harris, Coordinator of FDLRS/Westgate Associate Center, clarified that the “general revenue” specified on the “executive summary” sheet for this item was referring not to the District’s General Revenue fund, but rather the State-generated revenue that was specifically designated only for use by the FDLRS Westgate Associate Center. For 2008-2009, the amount of general revenue that would be provided to FDLRS Westgate Associate Center by the State was \$61,032.

14. Client Services Agreement between Professional Interpreting Services for the Deaf, Inc. and the School Board of Escambia County, Florida

Mr. Bergosh requested a figure regarding the total number of hearing-impaired students who were enrolled in schools throughout the District. Upon inquiry by Mr. Boone, Mr. Paul Fetsko, Assistant Superintendent for Curriculum & Instruction, clarified that the increase of \$31,920 was due to a longer contract period (complete year for 2008-2009 school year rather than partial year during 2007-2008 school year).

27. Agreement between the School Board of Escambia County, Florida and Teachscape

Discussion among Board Members and staff took place regarding the types of professional learning services that would be provided to principals under the agreement with Teachscape and how those services would ultimately attribute to an increase in student achievement.

B. Finance

3. Budget Amendments:

b) Resolution 9 - Other Special Revenue Fund

Upon inquiry by Mrs. Brown-Curry, Mrs. Marcia Nowlin, Director of Title I, confirmed that any remaining funds from Title I, Part A, Basic that had not been expended by schools during the 2007-2008 school year, had been “swept and reallocated.”

c) Resolution 9 - Capital Projects Fund

Mrs. Hightower referred to the backup documentation for this item which indicated an original budget of \$0.00 for Charter Schools-Capital Outlay (Fund 3980) and a revised budget in the amount \$614,072.00. Mrs. Barbara Linker, Assistant Superintendent for Finance & Business Services, explained that the revision was a result of instructions from the Department of Education that capital outlay revenue be accounted for under the capital outlay fund rather than the general revenue fund.

Mrs. Brown-Curry asked for an explanation regarding the \$385.00 decrease listed under Half Center Sales Tax (Fund 3940), Buildings & Fixed Equipment- Construction, “Construct New School” project.

7. Financial Status Report on Projects and Grants

Staff members responded to general questions posed by Mr. Boone regarding some of the information outlined in the backup documentation for this item; specifically with regard to those projects and grants for 2007-2008 which would not roll forward.

9. 2008-09 Administrative Salary Schedule and Classification Guide

(NOTE: *The salary schedule provided in backup documentation reflected a 2% reduction in base salary, effective July 1, 2008 for all administrative personnel.*) Mrs. Brown-Curry, Mrs. Hightower, and Mr. Boone each stated that they were not comfortable with supporting a 2% salary reduction for administrative personnel, due to the effects that it would have on principals and assistant principals. Mr. Bergosh stated that while he did not particularly want to reduce any employees' pay, he believed that the Board needed to "capture every (cost-savings) proposal" that they could because it appeared that the District's financial situation would only get worse. Mr. Boone noted that the estimated \$220,000 savings resulting from a 2% salary reduction for administrative personnel was only "a drop in the bucket" towards the approximate \$16 million in necessary budget cuts.

Upon inquiry by Mrs. Hightower, the Superintendent confirmed that absolutely no employee would receive a step increase during the 2008-2009 year.

10. Amendment of the 2007-2008 School Capital Outlay Tax (2 Mill) Advertisement

Mrs. Barbara Linker, Assistant Superintendent for Finance & Business Services, gave a brief explanation regarding this item, similar to that which was provided in the backup documentation.

12. Statement from Florida School Boards Association for 2008-09 annual dues

Due to concerns regarding the budget situation, Mr. Bergosh suggested that the Board refrain from their Florida School Boards Association (FSBA) membership for 2008-09 for a savings of approximately \$22,000 in annual dues. After brief discussion regarding this item, Mr. Bergosh advised that he would offer a motion at the June 17, 2008 Regular Meeting with regard to his suggestion.

C. Human Resource Services

3. Risk Management

a. Worker's Compensation Settlement

Mr. Bergosh noted that the backup documentation for this item contained a discrepancy in figures that would need to be corrected prior to the June 17, 2008 Regular Meeting.

e. Property, Boiler & Machinery and Crime Insurance

Mr. Kevin Windham, Director of Risk Management, provided a handout to each Board Member which contained a comparison of 2007-2008 and 2008-2009 information with regard to property, boiler & machinery, and crime insurance.

f. Elimination/Reduction in School Board Contribution to Retiree Health Insurance Premiums

Mr. Kevin Windham, Director of Risk Management, briefly addressed this item. He clarified that the Superintendent's recommendation was for the Board to approve the change in retiree health premiums as outlined in the backup documentation, effective August 1, 2008, for an estimated General Fund savings of \$623,000. (NOTE: *The effective date of August 1, 2008 was recommended in order to allow sufficient time for retirees to be notified of the*

change in premiums so they would have ample time to make decisions concerning changes in coverage prior to that date.)

5. Affirmative Action
 - Revised Affirmative Action Plan

Mrs. Hightower questioned the need for a separate Affirmative Action Plan document, when most of the verbiage in that document was already addressed in Chapter 2 policy.

D. Purchasing

4. Bid Award: District Calendar and Parent Guide, RFP #083202

The Request for Proposal (RFP) is for a three-year agreement with Interstate Printing, to provide printing services to produce the District Calendar and Parent Guide beginning with school year 2008-2009. The District Calendar and Parent Guide informs parents about community and District school events. (Amount of Purchase: \$23,781.00)

Mrs. Hightower and Mr. Bergosh questioned whether there was a less expensive alternative for providing the District Calendar and Parent Guide, such as simply posting the information to the District website. Mr. Ronnie Arnold, Associate Superintendent for Public & Interagency Affairs, stated that while the calendar portion could easily be posted to the website, the District was still required to publish and disseminate the Parent Guide in a user-friendly format.

10. Bid Renewal: Employee Assistance Program, RFP #102-90

Upon inquiry by Mrs. Brown-Curry, Mr. Kevin Windham, Director of Risk Management, confirmed that there were in fact, a number of District employees who utilized the counseling services provided under the Employee Assistance Program.

13. Bid Renewal: Milk and Dairy Products, Bid #074203

Upon inquiry by Mr. Bergosh, Mr. John Dombroskie, Director of Purchasing, confirmed that this was a request for the second-year renewal of a five-year bid for milk and dairy products.

16. Annual Agreement: Video Surveillance Security Systems

Mr. Don Manderson, Director of Instructional Technology, explained that this agreement would help with the standardization of video surveillance security systems that were being purchased by individual schools. Upon inquiry by Mr. Bergosh, Mr. Steve Sharp, Division Chief, confirmed that no General Revenue funds would be used for purchases made under this sales and installation agreement.

27. Custodial Zone Sub-Contracting

Upon inquiry by Mrs. Hightower, Mr. Shawn Dennis, Assistant Superintendent for Operations, clarified that this was a request for permission to continue contracted custodial services for Zone 3 schools on a month-to-month basis. (These services were being provided through an existing service contract between Southern Management, Inc. and the School District of Santa Rosa County.) In addition, there was a recommendation that effective July 1, 2008, the Dr. Vernon McDaniel Building and the J.E. Hall Educational Services Center, as well as an additional 250,000 square feet of schools (partial zone), throughout the year be sub-contracted to a professional service provider; with further recommendation that the existing service contract between Southern Management, Inc. and the School District of Santa Rosa County be used, as it

represented the most cost-effective option available to the District to address the sub-contracting effort.

45. GPS School Bus Tracking System for Transportation Department

This item was addressed earlier in the meeting under *Time Certain Items, Everyday Wireless GPS System for School Buses*.

E. Operations

1. Facilities Planning

B. Miscellaneous

2. Release of Claims for Damages, Hold Harmless and Indemnification Agreement

Upon inquiry by Mrs. Hightower, Mr. Shawn Dennis, Assistant Superintendent for Operations, explained that this item related to the impact of storm-water runoff resulting from a subdivision construction project adjacent to property recently acquired as part of the north-property consolidation effort at Pensacola High School. School District civil engineers had reviewed the request and deemed there to be no significant impact to school property both in its present state and when modified under the athletic renovation project.

F. Student Transfers

No discussion was held.

G. Internal Auditing

3. Review of Extra Pay Timesheets for the Period ended June 30, 2007

Mr. Bergosh questioned how the District could address the potential for double payment of extra pay for employees. Mr. David Bryant, Director of Internal Auditing, believed that the District should explore a new payroll and benefits software package that would provide for the detection of double payments.

VI. UNFINISHED BUSINESS

-No items submitted

VII. NEW BUSINESS

A. Items from the Board

-No items submitted

B. Items from the Superintendent

6. Recommend rescinding suspension without pay for employee #497480 effective Wednesday, June 11, 2008.

Upon inquiry by Mrs. Hightower, Dr. Alan Scott, Assistant Superintendent for Human Resource Services, confirmed that the criminal charges against this employee had been dismissed and therefore, the employee was permitted to return to their employment position.

C. Items from the General Counsel

No discussion was held.

VIII. COMMITTEE/DEPARTMENTAL REPORTS

1. 2007-2008 School Safety & Security Best Practices

Mr. Steve Sharp, Division Chief, stated that this report was required to be presented to the Board annually and then submitted to the Florida Department of Education (FLDOE) by July 1, 2008. It was noted that there were several typographical errors that would need to be corrected prior to the report being submitted to the FLDOE.

2. 2007-2008 Facility Life Safety Inspections

Mr. Steve Sharp, Division Chief, stated that this report was required to be presented to the Board annually and then submitted to the Florida Division of State Fire Marshall by July 1, 2008.

ADD

3. 2008-2009 School Start Times

Mr. Shawn Dennis, Assistant Superintendent for Operations, provided each Board Member with a packet of information regarding the school start time changes for 2008-2009. He advised that the purpose of his presentation was to officially notice the Board that the District would be changing the start times as follows:

- Elementary Schools, 7:30 a.m. (start) to 2:00 p.m. (dismissal)
- Middle Schools, 9:30 a.m. (start) to 4:30 p.m. (dismissal)
- High Schools, 8:30 a.m. (start) to 3:35 p.m. (dismissal)

It was noted that schools in the north-end of the county would adhere to the following schedule:

- Elementary Schools, 7:30 a.m. (start) to 2:00 p.m. (dismissal)
- Middle Schools, 8:30 a.m. (start) to 3:25 p.m. (dismissal)
- High Schools, 7:40 a.m. (start) to 3:05 p.m. (dismissal)

Mr. Dennis stated that the change in start times would be communicated to parents and students throughout the summer months (prior to the start of school in August) via school-personnel, the District website, school-based websites, school marquees, and through various media outlets.

IX. PUBLIC FORUM

Elizabeth Lomax, addressed the Board regarding the change in school start times for 2008-2009.

Joe Roberts, provided a handout to each Board Member outlining his budget reduction ideas for the District.

X. ADJOURNMENT

There being no further business, the Regular Workshop adjourned at 8:28 p.m.

Attest:

Approved:

Superintendent

Chair