

THE SCHOOL BOARD OF
ESCAMBIA COUNTY, FLORIDA

MINUTES, SEPTEMBER 11, 2008

The School Board of Escambia County, Florida, convened in Workshop Meeting at 9:45 a.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.

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

School Board General Counsel: Mrs. Donna Sessions Waters

Superintendent of Schools: Mr. Norm Ross, Deputy Superintendent*

*Mr. Ross represented Superintendent Jim Paul until he arrived at 10:51 a.m.

I. CALL TO ORDER

Mrs. Hightower called the Regular Workshop to order at 9:45 a.m.

SuccessMaker Presentation (Item 1 under Section III, Time Certain Items)

(NOTE: This presentation was provided in response to an inquiry by Mrs. Brown-Curry, at the August 15, 2008 Regular Workshop, regarding the effectiveness of the SuccessMaker program.) Ms. Budgie Latshaw, Educational Consultant for Pearson Learning Group (SuccessMaker), gave a brief presentation outlining the School District's successful implementation of the SuccessMaker program.

Charter School Quarterly Report (Item 2 under Section III, Time Certain Items)

(Representatives from the following charter schools were in attendance at this meeting: Beulah Academy of Science, Escambia Charter School, Ruby J. Gainer School for Reaching Your Dream, Pensacola Beach Elementary School; and Byrneville Elementary School.) Prior to this meeting, Ms. Vickie Mathis, Director of Alternative Education, provided the Board with a quarterly report (September 2008) on charter schools. She briefly reviewed information pertaining to student enrollment and financial accountability as outlined in the report for each charter school.

Mrs. Brown-Curry requested a listing of those students who were previously enrolled at Life Skills Center (which closed in June 2008), who had yet to enroll at another school within the community.

A. Open Discussion

The following issues were briefly addressed at some point during the meeting:
(*Items are not necessarily in chronological order*)

- Request up-to-date report on the performance of Southern Management month-to-month contract (Claudia Brown-Curry)

Mr. Chuck Peterson, Director of Maintenance, expressed his disappointment with the overall custodial service provided by Southern Management. (NOTE: *Mr. Peterson provided Board Members with a handout outlining some of the positive and negative issues with regard to the performance of this contractor.*) It was noted that the District was in the process of finalizing a Request for Proposal (RFP) for custodial services and that the Board would be noticed prior to its posting.

- Request for report on the School District's procedure for notification to parents of home-schooled students regarding standardized testing (Claudia Brown-Curry)

Mr. Christopher McFarland, Coordinator of School Choice, advised that the information packet given to parents upon enrollment in a Home Education program, indicates that they may elect for their child to take a standardized test [Florida Comprehensive Achievement Test (FCAT) and/or Preliminary-SAT (PSAT)]; and that for their child to take such a test, they must register at their zoned public school prior to the testing date. Mrs. Hightower requested that the specific testing dates and registration deadlines be included in the information packet.

- Open House Schedule (2009-2010 School Year)

Mrs. Brown-Curry asked the Superintendent to consider staggering the open house schedules for next school year, so that each Board Member, if he or she chose to, could attend each open house for the schools in their particular district. If the schedule could not be staggered, then it was suggested that perhaps the Superintendent could include Board Members in the taping of the "welcome" video that was typically shown during each school's open house session.

- Reported Case of West Nile Virus in Escambia County, Florida

Ms. Karen Thoennes, Coordinator of Health Services, alerted the Board that Escambia's first of West Nile Virus since 2006, had been identified in the mid-southern part of the county.

- Intervention Programs

(NOTE: *At the July 11, 2008 Regular Workshop, Mrs. Hightower requested an updated listing of the various intervention programs that were available at each school.*) Mr. Ross stated that this information would be presented at the October Regular Workshop.

- Minority Hire Update

Dr. Alan Scott, Assistant Superintendent for Human Resource Services, provided each Board Member with a copy of the *2008-2009 School Year Minority Report*, which outlined the number of minority new hires throughout the District's schools.

- Out-Of-Field Teachers

Dr. Alan Scott, Assistant Superintendent for Human Resource Services, provided each Board Member with a handout outlining the current number of out-of-field teachers for the 2008-2009 school year. (NOTE: *The total number of out-of-field teachers was 141, with 106 of those due to the reading endorsement program.*)

- Educational Support Personnel (ESP) Vacancies

It was noted that there were currently 142 ESP position vacancies.

- Merit Pay [Merit Award Program (MAP)]

Mr. Bergosh expressed his continued support of merit pay for eligible educators; and his disappointment that the issue had received very minimal coverage from the local media.

- Status of MUNIS Software Implementation (Tyler Technologies)

Mrs. Hightower asked for an update regarding the status of MUNIS, including the amount of money that had been expended thus far in preparations for its implementation.

The Regular Workshop recessed at 11:33 a.m. and reconvened at 11:40a.m., with all Board Members, Mr. Ross (representing the Superintendent), and Mrs. Waters present. The Superintendent arrived at 10:51 a.m.

- Paper-Less (Electronic) Agenda for School Board Meetings/Workshops

Mrs. Hightower requested that the Superintendent look into whether or not a paper-less (electronic) agenda would provide any cost-savings to the District.

- Monitoring of Trailer Residents

At the request of Mr. Boone, Mr. Kevin Windham, Director of Risk Management, briefly explained the current process for monitoring trailer residents to ensure that they keep the premises and their trailer in neat-appearing and sanitary conditions.

II. COMMENTS FROM SUPERINTENDENT

The Superintendent listed the additions, deletions, amendments and/or corrections to the September 16, 2008 Regular Meeting agenda.

III. TIME CERTAIN ITEMS

1. Success Maker Presentation

This item was handled at the beginning of the meeting.

2. Charter School Quarterly Report

This item was handled at the beginning of the meeting.

IV. PROPOSED ADDITIONS OR REVISIONS TO SCHOOL DISTRICT RULES

- Revisions to School District Chapter 1 – Administration of the District School System

1.04, Officers of the School Board

Mrs. Hightower believed that the Coordinator of Board Affairs should be included as part of the current structural organization for the School Board [*Section 1.04(4)*].

1.06, School Board Meetings

(1) The time and date for the regular meetings of the School Board shall be set at the annual organizational meeting of the School Board. The regular meeting date may be changed by action of the School at any previous meeting, provided that each member not in attendance at such meeting is notified by letter or by distribution of the minutes showing a record of the change. When a meeting date is change, the Superintendent shall take appropriate action to inform the public:

(c) The Superintendent shall ensure that the public is informed and noticed of all meetings of the Board as required by the School Board and the Florida Government in the Sunshine Law; and

(d) Prior to each meeting of the School Board, the Superintendent shall certify in writing to the School Board that the requirements of Section (c) above have been met.

Mrs. Hightower requested that Section 1.06(1)(d) be revised as follows: *Prior to each meeting of the School Board, the Superintendent shall certify in writing provide in the agenda back-up proof of advertisement for said meeting to the School Board that the requirements of Section (c) above have been met.*

1.11, Legal Services

(1) General Counsel

Mrs. Hightower requested that Section 1.11(1) specify that the General Counsel shall brief the school district on Government-in-the-Sunshine and public records law at the yearly organizational meeting.

1.11, Legal Services

(2) Risk Management Contract Attorneys

(d) Each contract attorney shall provide the General Counsel with quarterly reports due on the tenth day of the first month of the each quarter on the status of each pending matter under his or her responsibility and the disposition of each matter closed in the previous quarter.

Mrs. Hightower requested that Section 1.11(2)(d) list the specific dates that each quarterly report was due (i.e., April 10 for the first quarter, July 10 for the second quarter, etc.).

1.11, Legal Services

(4) Legal Services

(e) Out-of-county travel by any attorney under this rule shall be approved in advance by the School Board Chair or the Superintendent. Any request for out-of-county travel to attend professional meetings or educational seminars shall include a description of the meeting or seminar and the reason or reasons that attendance by the attorney is necessary for the performance of his or her duties or responsibilities on behalf of the School Board.

Mrs. Hightower requested that Section 1.11(4)(e) specify that requests for out-of-county travel by contract attorneys shall be at the recommendation of the General Counsel.

1.14, Public Records

- (3) *Except as otherwise provided by law, all records of the School Board are public records. Requests for inspection and copying of public records of the School Board as a whole shall be submitted to the Superintendent's office. Requests for inspection and copying of records pertaining to individual School Board Members shall be submitted to the person who is the custodian of the requested documents.*

It was believed that Section 1.14(3) should be revised as follows: *Requests for inspection and copying of records pertaining to individual School Board members shall be submitted to the ~~person who is the custodian of the requested documents~~ individual board member.*

Revisions to School District Chapter 2 – Human Resource Services

Dr. Alan Scott, Assistant Superintendent for Human Resource Services, briefly reviewed the revisions that were made under Section 2.04, *Recruitment and Section of Personnel* and Section 2.05, *Ethics* as a result of recent legislative changes (Senate Bill 1712, Ethics in Education Act).

V. CONSENT AGENDA

Mr. Bergosh reiterated his previous request from the April 14, 2008 Regular Workshop, that all contracts should list the actual name and title of the individual who would be signing the contract, rather than simply “representative” or some other generic listing. He believed it was always “good to know” the actual name of the representative that one was dealing with.

A. Curriculum and Instruction

1. Paperwork Reduction Findings and Potential Solutions Document for Submission to FL Department of Education by September 1, 2008

It was noted that this report had been submitted to the Florida Department of Education (FDOE) on August 29, 2008 in order to comply with the deadline submission date of September 1, 2008 (pending Board-approval at the September 16, 2008 Regular Meeting).

2. Agreement between Kids Talk Place, LLC and the School Board of Escambia County (previously approved by the School Board on May 20, 2008 under the name “Kids Talk, PL”)

It was noted that this agreement with Kids Talk Place, LLC would replace the agreement with Kids Talk, PL that was previously approved by the Board at the May 20, 2008 Regular Meeting. [*Replacement of the previous agreement was necessary because the vendor had changed names (Kids Talk, PL now Kids Talk Place, LLC).*]

4. Boys and Girls Clubs Escambia County – 08-09 Grant

Upon inquiry by Mrs. Brown-Curry, Mrs. Laura Shaud, Director of Budgeting, clarified that for this particular grant, the District simply served as a “pass-through” for funds provided from the State to the Boys & Girls Clubs.

8. 2008-2009 School Improvement and Educational Accountability Guidelines

Mr. Bergosh asked the Superintendent to determine whether any grant funding was available to cover the estimated \$500,000 expense that the District would incur through its participation in Florida’s Differentiated Accountability pilot program (referred to in the backup documentation).

B. Finance

No discussion was held.

C. Human Resource Services

1. Instructional/Professional

g. Special Requests

3. Approval for the following instructional personnel to work as Title I SES School Site Facilitators from September 9, 2008 through April 1, 2009, six hours per week and to be paid at their regular hourly rate of pay from Title I funds:

Anita Gantt	Weis
Becky Fleener	Edgewater
Sherry Wright	Ensley
Judy LaBounty	Hallmark
Ashley McClarren	Lincoln Park
Nicole Wilson	Montclair
Bernita Gooden	Navy Point
Freida Seitz	Semmes
Linda Bonifay	Oakcrest
Betty Isabelle	Holm
Kristen Palmer	Sherwood
Melvina Ervin	Spencer Bibbs
Ronnie Smith	Warrington Elem
Paula Jernigan	Carver/Century
Ranee Cunningham	Sid Nelson
Gloria Wiggins	Clubbs
Ed Seitz	Title I
Rodney Ford	Title I

Mrs. Brown-Curry indicated that she would speak with the Superintendent and/or his staff after the meeting, regarding the necessity for both Ed Seitz and Rodney Ford serving as Title I SES School Site Facilitators.

4. Amend the 2008-2009 Department Personnel Planning Document for the following changes:

Pages 26 & 27 – Information Technology (4208) – Reinstate Technician III-Technology Support position and delete Technician IV-Technology Support position (reinstated position had been downgraded to IV and was to be held vacant 2008-2009). These changes are reflected by striking through notes 2 and 5 and by adding note 10.

Upon inquiry by Mrs. Hightower, Dr. Alan Scott, Assistant Superintendent for Human Resource Services, explained that this change to the Department Personnel Planning Document (PPD) was necessary due in order to reinstate a previously terminated employee. (NOTE: *The employee's reinstatement resulted from an investigation conducted by the Department of Labor.*)

D. Purchasing

4. Bid Renewal: Employee Benefits Consulting Services, RFP #033801

(NOTE: *This was a five-year agreement for employee benefits consulting services. The original five-year term had expired but both parties had agreed to continue the agreement subject to the original terms and conditions for three additional one year terms.*)

At the request of Mrs. Brown-Curry, Mr. John Dombroskie, Director of Purchasing, stated that he would provide Board Members with a copy of the original agreement for employee benefits consulting services, which was approved by the Board on September 23, 2003.

6. Annual Agreement Renewal: Infor (Originally GEAC) Software Maintenance and Support Services

Upon inquiry by Mr. Bergosh, Mrs. Laura Shaud, Director of Budgeting, explained that the renewal of this annual agreement was necessary in order for the District to receive maintenance and support for its financial software system.

7. Educational Services Agreement: Learning for Life Program

Mrs. Brown-Curry requested a listing of all elementary schools enrolled in the Learning for Life program.

9. Child Care Services for Students in the Teen Age Parent Program

Mrs. Brown-Curry inquired as to why a day care provider in Santa Rosa County (specifically, Ross Family Day Care in Milton, Florida) was being utilized, rather than a day care provider within Escambia County. Mr. John Dombroskie, Director of Purchasing, explained that a student enrolled in the Teen Parent Program (TAPP) had the ability to select the day care provider that they wished to utilize; and in this particular case, the student would like for her mother to be able to drop-off her (the student's) child on the mother's way to work in Milton, Florida.

E. Operations

1. Operations

A. Miscellaneous

1. Federally Funded Sub-Grant Agreement between the State of Florida, Division of Emergency Management and School District of Escambia County

(NOTE: *This item was a corrected version of the agreement that was previously approved by the Board at the August 19, 2008 Regular Meeting.*) It was noted that in-kind services (outlined in Attachment J of the backup documentation) would be provided for the District's \$133,000 share of funding for this project

F. Student Transfers

Upon inquiry by Mr. Boone, Mr. Christopher McFarland, Director of School Choice, confirmed that most of the child-care related transfers were due to the recent change in school start times.

G. Internal Auditing

-No items submitted

VI. UNFINISHED BUSINESS

-No items submitted

VII. NEW BUSINESS

A. Items from the Board
-No items submitted

B. Items from the Superintendent

No discussion was held.

C. Items from the General Counsel

No discussion was held.

VIII. COMMITTEE/DEPARTMENTAL REPORTS

-No items submitted

IX. PUBLIC FORUM

The following speakers requested to the address the Board during Public Forum:

<u>Name</u>	<u>Issue(s)</u>
Gail Husbands	Merit Award Program/ Showcasing of Special Programs & Schools
David Pittman	Custodial Services (in-house versus contracted) / Southern Management

X. ADJOURNMENT

There being no further business, the Regular Workshop adjourned at 2:02 p.m.

Attest:

Approved:

Superintendent

Chair