

THE SCHOOL BOARD OF  
ESCAMBIA COUNTY, FLORIDA

MINUTES, SEPTEMBER 10, 2013

The School Board of Escambia County, Florida, convened in Special Meeting at 5:00 p.m., in Room 160, at the J. E. Hall Center, 30 East Texar Drive, Pensacola, Florida, with the following present:

Chair: Mr. Jeff Bergosh Vice Chair: Mrs. Linda Moultrie

Board Members: Mr. Gerald W. Boone  
Mr. Bill Slayton  
Mrs. Patricia Hightower

School Board General Counsel: Mrs. Donna Sessions Waters

Superintendent of Schools: Mr. Malcolm Thomas

Meeting was advertised in the *Pensacola News Journal* on August 29, 2013 - [Legal No. 1607249](#)

**I. CALL TO ORDER/ADOPTION OF AGENDA**

Mr. Bergosh called the Special Meeting to order at 5:00 p.m. The motion to adopt the agenda was made by Mr. Slayton and seconded by Mrs. Hightower. Mr. Bergosh asked the Superintendent and the School Board if they had changes or comments, which they had none. He asked the Board to vote to adopt the agenda and it carried unanimously.

Mr. Bergosh asked the Superintendent if he had any presentations. He said there were no presentations and that the meeting was for typical resolutions to close-out the previous year budget. Mr. Bergosh asked Mrs. Waters if they needed to be done one by one. She suggested to do one together, two together and three together.

**II. FINANCE**

1. [Resolution to Amend District School Budget](#)

[Resolution 12 – General Operating Fund](#)

[Resolution 12 – Special Revenue – Federal Programs](#)

[Resolution 12 – Capital Projects Fund](#)

Mr. Bergosh asked for a motion to approve Resolution 12 – General Operating Fund. Mr. Bergosh asked if they were doing one at a time or all three. It was suggested to do all of number one at the same time. He said he would entertain the motion to approve all of Item #1, Resolution 12 – General Operating Fund; Special Revenue – Federal Programs; and Capital Projects Fund. Mr. Boone made the motion, with Mrs. Moultrie seconding the motion.

Mr. Bergosh asked if there was any discussion on these items. Mrs. Hightower suggested that since the meeting was being televised or recorded that they might want to explain

what they were doing. She asked Mr. St. Cyr, Assistant Superintendent for Finance, to explain.

Mr. St. Cyr explained the overall process for all three items. He said that Item #1 represented the final budget amendments for June 30, 2013, and they would be reflected on the Annual Financial Report which would be approved in a moment. It was explained they are typical monthly budget amendments, and are now at the end of it for June 30, 2013. The recap of General Fund reserves are typically every month. They are usually reserved for contingencies in various categories. The final will be seen on June 30, 2013. Item #3 is the adoption of the Annual Financial Report and it closes out June 30, 2013. The *Report of Financial Data to the Commissioner of Education* (Form ESE 348) will be transmitted tomorrow to the Florida Department of Education (FLDOE) electronically. The *Superintendent's Annual Financial Report* (Form ESE145) will be mailed. It's all one package and is available on the website at: [http://www.escambia.k12.fl.us/board/PDF%2013/September/09\\_10\\_13\\_specmtg/AFR\\_063013.pdf](http://www.escambia.k12.fl.us/board/PDF%2013/September/09_10_13_specmtg/AFR_063013.pdf), and there are hard copies available. (Supplementary Minute Book Exhibit "A") Mr. St. Cyr stated this is a culmination of June 30, 2013.

Mrs. Hightower asked if Items #1 and #2 "had to happen" in order for Item #3 to accurately reflect what had occurred for the 2012 fiscal year. Mr. St. Cyr said that Item #2 is informational, and that Item #1 reflects other budget amendments which are reflected on Item #3 to finish out the year.

Mr. Bergosh asked if there was further discussion on this, which there was none. He called for the vote, which carried unanimously.

2. [Recap of General Fund Revenues](#)

Mr. Bergosh asked for motion to accept the recap of the General Fund Revenues, Item #2. Motion by Mrs. Hightower and seconded by Mr. Slayton. He asked if there was further discussion, which there was not. The motion carried unanimously.

3. [Superintendent's Annual Financial Report \(Form ESE 145\) and the Report of Financial Data to the Commissioner of Education \(Form 348\) for the fiscal year ending June 30, 2013.](#)

Mr. Bergosh asked for a motion to approve Form ESE 145 and Form 348. Motion was made by Mrs. Moultrie and seconded by Mr. Boone. He asked if there was further discussion. He asked if the forms were produced in-house. Mr. St. Cyr said that they produce it, and part of it would be submitted electronically. Mr. Bergosh commented that it looked almost like an audit report and that he knew those were produced in-house. Mr. St. Cyr said that it would be an audit report when they're done with it; and they will audit it. All of the information will be in the body of the audit report itself and they will render an opinion on it. Mr. Bergosh clarified that everything in the report that was about to be approved was done in-house with no outside input from outside auditors and this was verified by Mr. St. Cyr.

Mrs. Hightower asked if there were any problems with gathering data because of change over to the Skyward software system. Mr. St. Cyr said there were no real problems and that it has worked real well for year end. He said they may have been a little ahead of schedule because of the software and not having to complete some processes that the old system required. Mrs. Hightower expressed concerns since there was a problem with some of the figures when they were going through the budgeting process. Mr. St. Cyr stated that that was a separate issue. Mr.

Thomas said it was because they were trying to match a homemade form in a format that has always been submitted for review. Mr. Thomas indicated this is a state form where you plug in the numbers; you don't re-create the form.

Mr. Bergosh asked for any other questions or comments, and there were none. He asked for a vote, which carried unanimously.

### III. PUBLIC FORUM

Mr. Bergosh asked if anyone from the public wanted to speak to the School Board. There were none.

### DISCUSSION/COMMENTS

Mrs. Hightower reminded the School Board Members that the Florida School Boards Association's (FSBA) dinner tomorrow night would be casual. She also stated they were invited to attend the presentations on Wednesday afternoon, September 11, 2013, and Thursday morning, September 12, 2013, as part of the FSBA's retreat. Mr. Bergosh asked what kind of classes were going to be discussed. Mrs. Hightower stated that tomorrow at 1:00 p.m., Mr. John Appleyard would be talking about 450 years of Pensacola history. She also stated that someone from the University of North Florida would be giving a presentation on generational differences. The theme is *The School Board is the Voice for Public Education*. Mrs. Hightower further explained the attention will be placed on the needs of the kindergarten parents' message being delivered in a different way than older student's parents. She said on Thursday morning, there will be a former television reporter from Kentucky who will teach those in attendance how to be interviewed. School Board Members will get their skill set and will sit as a group to determine what should be discussed and then he (the former reporter) will film and critique the interview. Mrs. Hightower stated that on Thursday afternoon, everyone will be going to the National Flight Academy and the Naval Air Station Museum, with Friday, September 13, 2013 being the date of the Board of Directors meeting.

Mrs. Moultrie asked if this was the first time the retreat was being held in this part of Florida. Mrs. Hightower said it was as far as she knew. Mrs. Moultrie commented that she was excited about having south Florida coming up to northwest Florida to see the beautiful panhandle. Mr. Bergosh asked how many people were attending and Mrs. Hightower replied that 60 were coming.

### IV. ADJOURNMENT

Mr. Bergosh asked if there were any other items for the Board, and there were none. Meeting was adjourned at 5:09 p.m.

Attest:

Approved:

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Superintendent

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Chair