

DISTRICT SCHOOL BOARD OF PASCO COUNTY, FLORIDA

August 20, 2013

The District School Board of Pasco County met in regular session at 6:00 p.m., Tuesday, August 20, 2013, in the Boardroom, District Office Complex, Building 3, 7205 Land O' Lakes Boulevard, Land O' Lakes, Florida. Present were Chairman Cynthia Armstrong, Vice Chairman Alison Crumbley, and Board Members Allen Altman, Steve Luikart and Joanne Hurley. Also present were Kurt S. Browning, Superintendent and ex officio Secretary to the Board, and Dennis Alfonso, Attorney for the Board.

The meeting was opened with the reading of the School Board's vision statement and was followed with the thought for the day by Member Luikart and the Pledge of Allegiance to the Flag.

The Chairman asked for a moment of silence in remembrance of Dakota Merrell, former Hudson High School student, Jesus Ruiz, 5th grade student at Chester W. Taylor Elementary School, and Rich Lenahan, recently retired Technology Services Program Specialist.

The Chairman asked if there were any additions or corrections to the minutes of the regular meeting of August 6, 2013. There were none, and on motion by Member Crumbley, seconded by Member Hurley, the minutes were approved unanimously.

Linda Cobbe, Director of Communications, coordinated the special presentations as follows: (*See Miscellaneous Supplemental Minute Book _____, Page _____.*)

- Conservation Poster Design Contest – Winner (A. Eannel, Deer Park Elementary PLACE)

The Chairman called a break for pictures and the meeting came back to order at 6:08 p.m.

The Chairman asked if there was anyone in the audience who wished to address the Board.

- Robbie Morito, Wesley Chapel – spoke on behalf of Koss Music, requesting an update to the issue brought up earlier this year regarding band directors using out-of-county vendors rather than local vendors. Vanessa Hilton, Director of Office for Teaching and Learning, will address this matter with Mr. Morito.

The Chairman asked if the United School Employees of Pasco had anything to present. Kenny Blankenship spoke on behalf of USEP, expressing Lynne Webb's regrets for her absence. They are continuing to work on negotiations and are committed to providing pay increases. They believe that the employees who have been dedicated to the district for the past six years should be rewarded for their loyalty. He commended Laura Lisi, Compensation Specialist, for her communications with them regarding job descriptions, changes, etc.

Committee Reports:

Member Altman:

- Value Adjustment Board – Michael A. Prilliman, citizen member representative for the School Board on the Value Adjustment Board has resigned; he recommends Tim Linville, a local businessman who meets the qualifications to become the new School Board citizen member representative.

Chairman Armstrong:

- Health and Wellness Committee – There is a contract in the Board packet for the Health Fair bus that will travel around the county; the bus will perform crucial screenings for retirees who are high-risk. She commended the committee members for their hard work.
- Investment Oversight Committee – The financial advisor advised that the second quarter was very volatile but there is positive recovery in the third quarter – a good start to the fiscal year.

(1.0) Reports, Information and Comments:

Superintendent Browning:

- The new school year is off to a good start. Chris Williams, Director of Planning Services, reports that the district is up 993 students over the same time last year. We will wait for the 20-day count to make possible recommendations to the Board. He visited 25 schools last week and is excited about the level of engagement in the schools and the involvement of all stakeholders in our schools. He commended Tom Barker, principal at Crews Lake K-8, and his staff for accommodating the move to this model school.

Ray Gadd:

- Updated the Board regarding energy conservation, briefly reviewing information that has been presented to the Board. There are two new allocations (general funds) being recommended for the Maintenance Services department to hire Air Conditioning and Controls Specialists, which implements the district plan presented by Mark Fox and centralizing HVAC.

Kevin Shibley:

- Distributed Addendum from Human Resources and Educator Quality to all Board members. Noted small correction to the Senior Human Resources job description. Recognized Lydia Ray, Senior Manager, Human Resources and Educator Quality, and Mary Tillman, transferring to Director of Internal Audit.

Ray Bonti:

- Updated the Board on the “My School Store” debit/credit card program being piloted at Wiregrass Ranch High School. Purchases totaling \$16,000 have been made since the program began last week. Asked Board to **PULL Item 5A1 (*Agricultural Lease Agreement – Odessa Bus Garage Property*)** as the contract language needs to be amended.

Olga Swinson:

- Noted correction to allocation item 8A (*Funding Revisions PD Specialist – RTTT Grant*) due to typographical error. Also commended Mary Tillman on her service to the district as Director of EBARM and is looking forward to Ms. Tillman’s assistance in her new position.

Amelia VanName Larson:

- Returned today from two weeks away; visited three schools. There is a large increase in students in several elementary schools. Asked Melissa Musselwhite to discuss the *FLDOE Division of Vocational Rehabilitation Third Party Cooperative Arrangement for Community Based Work Experiences Contract No. 14-002/Contract # 201400316*, being presented as an addendum. The agreement provides funds for the district to hire five transition assistants. Ms. Musselwhite also introduced new leadership team members for the Office for Student Support Programs and Services.

Dave Scanga:

- Introduced new school-based administrative staff members.

The Chairman recognized Representative Richard Corcoran, who was in the audience.

(2.0) Melissa Musslewhite, Director of Student Support Programs and Services, presented the following expulsion recommendation. Board members have been provided with detailed information on which to base their decision.

- A. School Expulsion of Male Student (DOB 12/27/1995) Ridgewood High School
- B. Expulsion Cumulative Report - School Year 2013-2014 – Information Only

Member Luikart moved that the Board approve the expulsion as recommended in item 2A. Member Altman seconded the motion, and on vote the motion carried unanimously.

The Chairman stated that there were no items on the action agenda and asked for a motion to approve all items on the consent agenda, including any addenda. Member Altman moved that the Board approve all items on the consent agenda, including addenda, with the exception of **pulled item 5A1 (*Agricultural Lease Agreement – Odessa Bus Garage Property*)**. Member Crumbley seconded the motion, and on vote the motion carried unanimously to approve the **CONSENT AGENDA** as follows:

3. STUDENT ACHIEVEMENT

- A. Learning Communities** (*See Miscellaneous Supplemental Minute Book _____, Page _____.*)
 - 1. Out-of-State Travel - Pasco High School - NJROTC
- B. Teaching and Learning** (*See Miscellaneous Supplemental Minute Book _____, Page _____.*)
 - 1. School Choice Change of Placement
- C. Professional Development and School Supports** - None Submitted
- D. Accountability Research and Measurement** (*See Miscellaneous Supplemental Minute Book _____, Page _____.*)
 - 1. Classical Preparatory Charter School - Contract
- E. Student Support Programs and Services** (*See Miscellaneous Supplemental Minute Book _____, Page _____.*)
 - 1. Change of Placement
 - 2. Florida Department of Education, Division of Vocation Rehabilitation Third Party Cooperative Arrangements for Community Based Work Experiences Contract No.: 14—002/Contract #201400316
- F. Early Childhood** (*See Miscellaneous Supplemental Minute Book _____, Page _____.*)
 - 1. Out-of-State Travel – Atlanta
- G. School Field Trips** - None Submitted

4. ADMINISTRATION

- A. Human Resources and Educator Quality** (*See Miscellaneous Supplemental Minute Book _____, Page _____.*)
 - 1. Administrative, Instructional, Non-Instructional, and Professional Technical Personnel Recommendations (*See Personnel Supplemental Minute Book _____, Page _____.*)

2. New Job Description – Senior Human Resources Assistant
3. New Job Description – Human Resources Assistant
4. New Job Description – Administrative Assistant

B. Employee Relations - None Submitted

C. Technology and Information Services - None Submitted

D. Requests for Use of Facilities (*See Miscellaneous Supplemental Minute Book _____, Page _____.*)

1. Requests for Use of Facilities

5. SUPPORT SERVICES

A. Planning Services

1. ~~Agricultural Lease Agreement—Odessa Bus Garage Property~~ - **PULLED**

B. Construction Services - None Submitted

C. Food and Nutrition Services - None Submitted

D. Maintenance Services (*See Miscellaneous Supplemental Minute Book _____, Page _____.*)

1. Surplus Equipment

E. Purchasing Services (*See Miscellaneous Supplemental Minute Book _____, Page _____.*)

1. Request for Approval of Bid Recommendations, Bid Renewals, and

Contracts: Academy at the Farm; AMIkids; Athenian Academy; Countryside Montessori; Dayspring Academy; Discovery Education; DPN USA LLC d/b/a Healthfair (3 contracts) – DSBPC, Florida Hospital Wesley Chapel, and Florida Hospital Zephyrhills; Elfers Christian School; Esther School; First Christian Academy; Florida Autism Center; Florida Department of Veterans’ Affairs; Grace Christian Academy; Grand Canyon University; Gulf Coast Jewish Family and Community Services, Inc.; Imagine School; Indian River County Schools; PACE Center for Girls; Raintree Christian Academy; Sacred Heart Early Child; School Board of Lee County; School District of Volusia County; Harbor/Baycare Behavioral Health Care

6. FINANCE SERVICES (*See Miscellaneous Supplemental Minute Book _____, Page _____.*)

A. Request for Approval of Payroll Expenditures for July 2013 and Authorization to Expend Funds for August 2013

B. Warrant Lists

7. GRANT PROPOSALS - None Submitted

8. ALLOCATIONS (*See Miscellaneous Supplemental Minute Book _____, Page _____.*)

A. Allocation Changes (2013/2014): Increase Additional Duty- HSEC & JIEC Title I Part D; Decrease Basic Ed. Teacher HHS - Title I Part D; Increase Air Conditioning Controls Specialist - General Revenue; Increase MTEC Para Transition - Adult Education Grant; Decrease MGES Inst Asst/Para; Funding Revisions PD Specialist - RTTT Grant; Funding Revisions Senior Instructional Specialist - Title II & Basic

B. Summer Work Hours – 2013: Additional Summer Hours - GTES Title I; Additional Summer Hours - AES Title I

The Chairman asked for a motion to accept an **OFF AGENDA** item pertaining to the appointment of a new citizen member representative for the School Board on the Value Adjustment Board. Member Altman so moved, seconded by Member Hurley. On vote, the motion carried unanimously. Member Altman motioned that the Board approve Tim Linville, a local businessman, as the citizen member representative for the School Board on the Value Adjustment Board, replacing Michael A. Prilliman, who has resigned. Member Crumbley seconded the motion and on vote, the motion carried unanimously. Mr. Prilliman will be presented with a letter from the Value Adjustment Board for his service.

Member Altman requested that the Board consider an **OFF AGENDA** item to change the meeting time of the November 19, 2013, School Board meeting to enable him to attend a personal out-of-state meeting. The Chairman asked for a motion to approve an **OFF AGENDA** item to change the time of the November 19, 2013, School Board meeting. Member Crumbley so moved, seconded by Member Hurley. On vote, the motion carried unanimously. Member Hurley motioned that the start time for the School Board meeting scheduled for November 19, 2013, be changed to 9:30 a.m. Member Luikart seconded the motion and on vote, the motion carried unanimously.

Individual Board members presented and discussed items.

Chairman Armstrong:

- She accompanied the Superintendent on 9 school visits last week. She also attended a press conference at Gulfside Elementary School where Suncoast Schools Federal Credit Union presented a \$55,000 donation for school ABC accounts. These accounts are used to purchase food, clothing, shoes, etc., for needy students and their families. Supt. Browning reported that \$50,000 had been distributed to the schools, with the remaining \$5,000 possibly being saved for the district ABC fund account.

The Chairman asked if there was anyone in the audience who wished to address the Board. No one came forward.

Attorney Alfonso asked the Board to consider an **OFF AGENDA** item and summarized action taken by the Board at the May 7, 2013, School Board meeting to authorize execution of a Resolution Agreement, OCR Docket Number 04-12-1251. The language was approved but he was later notified that the executed document was an earlier version not properly approved by the Office of Civil Rights (OCR). The OCR requested amendments that changed technical language requirements regarding procedures and updated time frames. The amendments have been received and reviewed by the Superintendent and staff. Attorney Alfonso is submitting the Agreement for Board approval to meet the revision requirements set by the Department. Member Hurley

moved to accept an **OFF AGENDA** item – *Resolution Agreement OCR Docket Number 04-12-1251 (See Miscellaneous Supplemental Minute Book _____, Page _____)*, seconded by Member Altman, and on vote, the motion carried unanimously. Member Hurley made a motion to accept the *Resolution Agreement OCR Docket Number 04-12-1251* as presented, seconded by Member Crumbley. Member Altman asked if additional information would require additional costs. Attorney Alfonso does not believe there will be additional costs. On vote, the motion carried unanimously.

The Chairman announced that the next regularly scheduled meeting of the Board is September 3, 2013, at 9:30 a.m.

There was no further business to come before the Board, and upon motion by Member Altman, the meeting was adjourned at 6:45 p.m.

(Audio recording of the above proceeding is available and preserved as public document.)

SCHOOL BOARD WORKSHOP: August 20, 2013 – 3:00 p.m.

TOPIC: HR/EBARM Reorganization; NEOLA Policies Update

The Board met for a workshop session at the District Office Complex, Building 3, Training Room D. Present were Board Members Allen Altman, Joanne Hurley, Cynthia Armstrong, Steve Luikart, Alison Crumbley; Kurt S. Browning, Superintendent; Dennis Alfonso, School Board Attorney; Ray Gadd, Assistant Superintendent for Administration and Operations; Amelia Van Name Larson, Assistant Superintendent for Student Achievement; Olga Swinson, Chief Finance Officer; Kevin Shibley, Executive Director for Administration; Ray Bonti, Executive Director for Support Services; Dave Scanga, Todd Cluff, Beth Brown and Monica Ilse, Learning Community Executive Directors; Linda Cobbe, Communications Director; Christine Pejot, Laura Lisi and Lydia Ray, Human Resources and Educator Quality; Sandy May, Employee Relations; Jeff Solocheck, Tampa Bay Times, and Ronnie Blair, Tampa Tribune.

HR/EBARM Reorganization

Christine Pejot, Director for Human Resources and Educator Quality, presented the reorganization plan combining the Human Resources and Educator Quality and Employee Benefits and Risk Management departments. She gave an overview of both departments, reviewing the functional areas and the purpose for the transformation.

NEOLA Policies Update

Kevin Shibley, Executive Director for Administration, reminded Board members that the NEOLA policy revisions or new policies being presented were a result of newly enacted legislation. NEOLA will continue to forward the policy changes in batches, with Mr. Shibley working with Superintendent and other staff before submitting to the Board for final review. The tobacco policy is an issue to Chairman Armstrong, who desires expanded tobacco-free worksites. Chairman Armstrong and Member Crumbley reviewed details of a workshop they recently attended in Orange County related to advertising and naming rights of facilities. They requested staff to review the plan to see if a similar plan would work for our district.

The workshop concluded at 4:20 p.m.

EXECUTIVE SESSION: August 6, 2013 - 4:30 p.m.

The Board met in executive session on *Negotiations*. The session was held at the District Office Complex, Building 3, Training Room D. Present were Board Members Allen Altman, Joanne Hurley, Cynthia Armstrong, Alison Crumbley, Steve Luikart; Kurt S. Browning, Superintendent; Dennis Alfonso, School Board Attorney; Ray Gadd, Assistant Superintendent for Administration and Operations; Amelia Van Name Larson, Assistant Superintendent for Student Achievement; Olga Swinson, Chief Finance Officer; Kevin Shibley, Executive Director for Administration; Ray Bonti, Executive Director for Support Services; Dave Scanga, Todd Cluff, Beth Brown and Monica Ilse, Learning Community Executive Directors; Tom Neesham, Kathy Scalise, Employee Relations Department.

The Executive Session concluded at 5:30 p.m.

APPROVED BY THE SCHOOL BOARD
IN OPEN SESSION

Chairman

September 3, 2013

Superintendent of Schools