

MINUTES

LAFAYETTE COUNTY SCHOOL BOARD

REGULAR MEETING, DECEMBER 19, 2017

The Lafayette County School Board convened in regular session, Tuesday, December 19, 2017 beginning at 6:00 p.m. Present were Mr. Robert Edwards, Superintendent of Schools; Mrs. Amanda Hickman, Chairperson; Mrs. Marion McCray, Vice-Chair; Mr. Darren Driver, Member; Mr. Taylor McGrew, Member; and Ms. Leenette McMillan-Fredriksson, School Board Attorney. Mr. Stephen Clark, LES Principal, was also present. Mr. Jeff Walker, Member, was absent.

CALL TO ORDER

Mrs. Amanda Hickman called the meeting to order at 6:00 p.m. Mr. Darren Driver gave the invocation and Superintendent Robert Edwards led the Pledge to the Flag.

RECOGNITIONS/PRESENTATIONS

STUDENTS OF THE MONTH - The students named below were recognized for being selected

Student of the Month for December 2017:

LES (K-2) – Luke Bell

LMS – Marquise Pollocks

LES (3-5) – Jayce Fike

LHS – Wyatt Buckner

Each student received congratulations from the Superintendent and School Board along with a Certificate of Award and Student of the Month notebook.

1. ADOPTION OF AGENDA

Mrs. Amanda Hickman noted that there was an addition to the agenda – *Action Item 4.01 (e) - Resignation – A letter of resignation has been received from Chad Lyons, Agri-Science Instructor, effective January 3, 2018.* Mrs. Hickman asked for a motion to adopt the agenda including the addition to Action Item 4.01. The agenda was unanimously approved following a motion by Mrs. Marion McCray and a second by Mr. Darren Driver.

2. APPROVAL OF MINUTES

The Minutes for the November 21, 2017 organization meeting and regular meeting were unanimously approved on a motion by Mr. Taylor McGrew and a second by Mr. Darren Driver.

(Minutes to be typed in official Minute Book)

3. CONSENT ITEMS

The consent agenda, as recommended by Superintendent Edwards, was unanimously approved after a motion by Mr. Darren Driver and a second by Mr. Taylor McGrew.

- 3.01 Approved requests for the following students to participate in the dual enrollment program at NFCC: Harley Russ, Brelon Ferrell, Jarrett Pearson, Brianna Bearden, Allyson Sturdivant, Hailey Peterson, Kendall Calhoun, Harley Primm, Ragan Barnes, Kaci Law, Jenna Nall, Alexis Koch, Marcos Carreon.

4. ACTION ITEMS

- 4.01 **SCHOOL BOARD APPROVES PERSONNEL ITEMS** – Mr. Taylor McGrew moved to approve the personnel items as listed below. Mr. Darren Driver seconded the motion which was unanimously approved.

- (a) Recommendations – Administrative – Approved Donald Harrison for the Assistant Principal position at Lafayette High School for the remainder of the 2017-2018 school year.

Recommendations – Substitute Workers – Approved the individuals named below to serve as substitute workers for the remainder of the 2017-2018 school year:

Substitute Food Service Worker – Sharon Shasteen

Substitute Custodian – Alexander Lira, Maritza Acosta, Christina Bailey

Recommendations – Volunteer Coach – Approved Paris Edwards as a volunteer coach (Girls Basketball) for the 2017-2018 school year.

- (b) Approved request from Lindsey Thomas, Teacher, for Family Medical Leave beginning December 6, 2017. Mrs. Thomas plans to return to work on January 3, 2018.
- (c) Approved requests for “Illness in the Line of Duty” leave:

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Tim Hanson, Dean/Asst. Football Coach – 6 hours
Jerod Brock, PE Coach – 72.5 hours
Michelle Hamlin, Food Service Worker – 34 hours

(d) Approved request from Keathley Lawson, Speech Therapist, for a leave of absence beginning January 22, 2018 until June 1, 2018.

(e) Resignation – Accepted letter of resignation from Chad Lyons, Agri-Science Instructor/FFA Advisor/Student Council Sponsor, effective January 3, 2018.

4.02 SCHOOL BOARD APPROVES REQUEST FOR USE OF GYM - A request from the Lafayette County Board of County Commissioners for use of the LHS Gym for the county youth basketball program was presented for the School Board's approval. The request was unanimously approved on a motion by Mr. Darren Driver and a second by Mr. Taylor McGrew. The youth basketball league will use the gym each Saturday from December 2, 2017 through March 31, 2018.

4.03 SCHOOL BOARD POLICY REVISIONS APPROVED FOR ADVERTISING – Revisions to the following school board policies were presented for the School Board's review and approval for advertising: (1) *Instructional Materials Selection*; (2) *Student Attendance*. Superintendent Edwards stated that the revisions were necessary due to changes in statutes. Following discussion, Mrs. Marion McCray moved to approve the revised policies for advertising. Mr. Darren Driver gave the second. The vote for approval was unanimous. A public hearing will be held on this matter at the next regular school board meeting.

4.04 SCHOOL BOARD APPROVES FBLA TRIP REQUEST AND CHAPERONE LIST - On a motion by Mr. Taylor McGrew and a second by Mrs. Marion McCray, the following trip request was unanimously approved by the School Board: *FBLA State Conference in Orlando, FL, March 16-19, 2018*. The School Board also approved a list of parents to transport students while at the

conference, if needed, contingent upon a satisfactory driver's license record check and the appropriate insurance. It was noted that the majority of those named on the chaperone list are employees of the school board and have already been approved to transport students should the need arise. The list of chaperones is on file with Supplemental Minutes.

4.05 SCHOOL BOARD APPROVES REVISED JOB DESCRIPTIONS – Revisions to the following job descriptions were presented for review and approval: *Food Service Worker, Head Mechanic, Groundskeeper, Maintenance Technician, Maintenance Worker, Mechanic, Bus Driver, Custodian, and Cafeteria Manager*. Superintendent explained that the revisions were minor ones. On most of them it is changing the high school diploma requirement to say high school diploma is preferred (not required) as discussed at the November school board meeting. Another change was to revise job descriptions to state that an employee should be able to communicate effectively orally and in writing. This will replace the wording that states that the employee should have ability to write and speak English.

After closely reviewing the revised job descriptions, school board members agreed that the qualification line stating that a high school diploma is preferred should be removed altogether unless it is a managerial position. Board members agreed that this would help avoid future misunderstandings and will alleviate an applicant from assuming that because they have a high school diploma they are automatically more qualified and likely to be chosen for the position. Another item of concern was the requirement for a food service worker to hold a valid Florida driver's license. Board members did not feel this requirement was necessary for this position. Mr. Edwards stated that he would check with Joey Pearson, Food Service Director, regarding this requirement. The Superintendent stated that this will be removed from the job description

unless he learns that there is a valid reason to require food service workers to hold a Florida driver's license. Following discussion, Mr. Taylor McGrew moved to approve the revised job descriptions pending the changes as discussed. Mr. Darren Driver gave the second. The vote for approval was unanimous. (Job Descriptions on file in district office)

4.06 TEXTBOOKS SELECTIONS (SCIENCE CURRICULUM K-12) FOR 2018-2019 APPROVED FOR PUBLIC REVIEW – A list of science curriculum (K-12) materials that will be used or purchased for use by the school district for the 2018-2019 school year was presented for the Board's approval for public review. Following discussion, Mr. Taylor McGrew moved to approve the list of instructional materials for public review. Mr. Darren Driver gave the second. The vote for approval was unanimous. The instructional materials will be available for public review in the district school board office. In accordance with public meeting requirements, approval of these instructional materials will be on the agenda for the February 20, 2018 regular school board meeting.

4.07 SCHOOL BOARD APPROVES CHROMEBOOK DISPOSITION PROCEDURE – Superintendent Edwards presented, for the School Board's review and approval, Chromebook Disposition Procedure. He explained that its purpose is to provide an appropriate procedure for the disposal of chromebooks and minimizing unnecessary campus technology inventory that could still be used to positively impact academic achievement in other settings. Mr. Edwards reviewed the disposition protocol that will be used once a chromebook has been removed from normal classroom use. Following discussion Mrs. Marion McCray moved to approve Lafayette School District Chromebook Disposition Procedure. Mr. Darren Driver gave the second. The vote for approval was unanimous. (Chromebook Disposition Procedures on file in district office)

4.08 **BILL LIST APPROVED FOR PAYMENT** – The bill list was unanimously approved for payment after a motion by Mr. Taylor McGrew and a second by Mr. Darren Driver. (Bill list on file with Supplemental Minutes)

4.09 **SCHOOL BOARD APPROVES BUDGET AMENDMENTS** – The following budget amendment was unanimously approved following a motion by Mrs. Marion McCray and a second by Mr. Darren Driver: Contracted Program Fund No. 3.

5. ITEMS FOR INFORMATION

5.01 Principal’s Monthly Financial Report on Internal Funds.

5.02 Purchase Orders.

5.03 Financial Statement.


5.04 Quarterback Club Banquet to be held at Alton’s Family Life Center – Superintendent Edwards explained that he had been contacted by the Quarterback Club about having the Football Banquet at Alton’s Family Life Center. Their reasoning for having the banquet there is that they would have more time to decorate and set things up since they would not be working around lunch/school schedules. The Alton Family Life Center is also larger than the cafetorium and would provide for more seating. The Quarterback Club Football Banquet is scheduled for Monday, January 29, 2018.


6. CITIZEN INPUT

There was no citizen input today.

ADJOURNMENT

With business complete, Mr. Taylor McGrew moved to adjourn the meeting. Mrs. Marion McCray gave the second. Meeting was adjourned at 6:55 p.m.


Amanda Hickman, Chairperson

ATTEST: 
Robert Edwards, Superintendent
and Secretary to the School Board