

MINUTES
LAFAYETTE COUNTY SCHOOL BOARD
WORKSHOP, APRIL 17, 2018

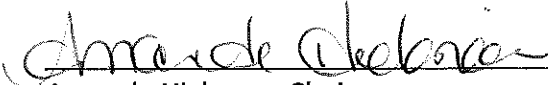
The Lafayette County School Board met in workshop session on Tuesday, April 17, 2018 beginning at 5:00 p.m. In attendance were Mr. Robert Edwards, Superintendent of Schools; Mrs. Amanda Hickman, Chairperson; Mrs. Marion McCray, Vice-Chair; Mr. Darren Driver, Member; Mr. Jeff Walker, Member; Mr. Taylor McGrew, Member; and Ms. Leenette McMillan-Fredriksson, School Board Attorney. Administrators present were Mrs. Gina Hart, Director of Teaching and Learning Services; Mrs. Tammi Maund, Director of Finance; Mr. Joey Pearson, Director of Support Services; Mr. Stewart Hancock, LHS Principal; Mr. Stephen Clark, LES Principal; and Sheriff Brian Lamb. Superintendent Edwards introduced and welcomed Rep. Halsey Beshears to the meeting. Mr. Beshears is a member of the Florida House of Representatives, representing the 7th District which includes Lafayette County.

Legislative Review


Superintendent Edwards began with a review of the state budget. Mr. Edwards reviewed House Bill 7055 -- Education and Senate Bill 7026 -- Public Safety. Handouts highlighting the key points in each bill were given to board members. Much discussion followed. Superintendent Edwards and Rep. Halsey answered several questions from board members concerning school safety requirements as outlined in SB 7026.

Adjournment

The workshop was adjourned at 6:00 p.m. Superintendent Edwards and board members thanked Rep. Halsey for taking the time to participate in the workshop.


Amanda Hickman, Chairperson

ATTEST:


Robert Edwards, Superintendent
and Secretary to the School Board

MINUTES

LAFAYETTE COUNTY SCHOOL BOARD

REGULAR MEETING, APRIL 17, 2018

The Lafayette County School Board convened in regular session, Tuesday, April 17, 2018 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. Jeff Walker, Member; Mr. Taylor McGrew, Member; Ms. Leenette McMillan-Fredriksson, School Board Attorney; and SRO Jacquelyn Knight. Administrators present were Mrs. Gina Hart, Director of Teaching and Learning Services; Mrs. Tammi Maund, Director of Finance; Mr. Joey Pearson, Director of Support Services; Mr. Stewart Hancock, LHS Principal; and Mr. Stephen Clark, LES Principal.

CALL TO ORDER

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

RECOGNITIONS/PRESENTATIONS

SCHOOL BOARD WELCOMES MARENDA GOODWIN – The Superintendent and School Board welcomed Mrs. Marena Goodwin to the meeting. Mrs. Goodwin retired April 30, 1991 after having served in the Superintendent’s Office for 33 years. The regular school board meeting for the month of April is celebrated as “Marena Goodwin Day”. The Superintendent and School Board expressed their appreciation to Mrs. Goodwin for her many years of dedicated service to the school system.

STUDENTS OF THE MONTH - The students named below were recognized for being selected *Student of the Month* for April 2018.

LES (3-5) – Kamiya Chase
LMS – Baylor Johnson

LES (3-5) – Shawn Hall
LHS – Truett Maund

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

FBLA STATE WINNERS – Mrs. Toni Sherrell, FBLA Advisor, along with FBLA state winners, were welcomed to the meeting. The following students were recognized for being state winners at the Future Business Leaders of America (FBLA) State Conference held last month in Orlando:

Dawson Jackson – First Place in the Client Services competition
Leesa Price and Graham Jackson – First Place in the Broadcast Journalism competition

The Superintendent and School Board congratulated Mrs. Sherrell and her students for their outstanding achievements.

HIGH IMPACT TEACHERS – The following teachers were recognized for being named one of the highest impact teachers in the state: Annie Day, Kelsey Land, Cindy McCray, Heather Ogburn, Angie Perry, and Lori Sadler. The designation of High Impact Teacher is based on a Department of Education analysis of student performance on statewide assessments in the past three school years in which the teachers taught Reading in grades 4 through 10, Mathematics in grades 4 through 8, or Algebra 1 in grades 8 and 9. The Superintendent and School Board congratulated these teachers on this great accomplishment and commended them for their commitment and dedication to our students.

1. ADOPTION OF AGENDA

Mrs. Amanda Hickman noted that there was an addendum to the agenda. She asked for a motion to adopt the agenda including the addendum as noted. The agenda was unanimously adopted after a motion by Mr. Taylor McGrew and a second by Mr. Darren Driver.

2. APPROVAL OF MINUTES

The Minutes from the March 20 and April 3, 2018 school board meetings were unanimously approved on a motion by Mr. Darren Driver and a second by Mr. Jeff Walker. (Minutes to be typed in Official Minute Book)

3. CONSENT ITEMS

The consent agenda, as recommended by the Superintendent, was unanimously approved after a motion by Mr. Taylor McGrew and a second by Mrs. Marion McCray. These items are listed below:

- 3.01 Approved Addendum to the Memorandum of Understanding, One-stop Delivery System Partnership Agreement between the North Florida Workforce Development Board, Inc., d/b/a CareerSource North Florida and Lafayette County District Schools-Adult and Community Education. (On file in district office)
- 3.02 Approved FDLRS Project Application for the 2018-2019 school year. (On file in district office)

4. ACTION ITEMS

- 4.01 **SCHOOL BOARD APPROVES 2018-2019 SCHOOL CALENDAR** - The 2018-2019 School Calendar and 12-Month Calendar were presented for the School Board's approval. Following discussion, Mr. Taylor McGrew moved to approve the 2018-2019 School Calendar and 12-Month Calendar as presented. Mr. Darren Driver gave the second. The vote for approval was unanimous. (Calendars on file in district office)
- 4.02 **SCHOOL BOARD APPROVES PERSONNEL ITEMS** – Mr. Taylor McGrew moved to approve all personnel items as recommended by Superintendent Edwards. Mrs. Marion McCray seconded the motion. The vote for approval was unanimous. These items are listed below:
 - (a) Resignations – Accepted letters of resignation from the following employees:

Wendy Boatright, Teacher at LES - Effective at the end of the 2017-2018 school year.
Kimberly Schultz, Bus Driver – Her last day of employment will be April 20, 2018.

- (b) Recommendations – Non-Instructional – Approved Janna Walker for the Executive Secretary position at Lafayette Elementary School for the 2018-2019 school year.

Recommendations – Substitute Bus Driver – Approved Sarah Hill as a substitute bus driver for the remainder of the 2017-2018 school year.

- (c) Approved request for Family Medical Leave (maternity leave) from Toni Sherrell, Teacher at LHS – Tentative dates: April 27 through the remainder of the 2017-2018 school year.

Approved request from Jeannette Williams, Parapro at LES, for Family Medical Leave (to care for spouse with serious health condition) – Dates: April 13 through May 7, 2018, pending receipt of medical certification from doctor.

- (d) Approved request for “Illness in the Line of Duty” leave: Gwen Vann, Reading Coach at LES – March 15, 2018 for 5 hours.

4.03 SCHOOL BOARD APPROVES TRIP REQUESTS – The following trip requests were unanimously approved following a motion by Mr. Jeff Walker and a second by Mrs. Marion McCray: (a) FBLA Advisor and State Winners to attend National FBLA Conference in Baltimore, MD, June 28 – July 1, 2018. (b) Aeronautics Field Trip to Embry Riddle University for campus tour and program information, April 18, 2018.

4.04 CONTROLLED OPEN ENROLLMENT PLAN – Superintendent Edwards presented the 2018-2019 Controlled Open Enrollment Plan for the School Board’s review and approval. Controlled Open Enrollment provides parents/guardians with the opportunity to apply to a school other than the one to which their child is assigned based on their residential address. The Lafayette County Schools COE is governed by School Board Policy 5.033. Following discussion, Mrs. Marion McCray moved to approve the 2018-2019 Controlled Open Enrollment Plan. Mr. Jeff Walker gave the second which was unanimously approved. The 2018-2019 Controlled Open

Enrollment Application window is May 1, 2018 – June 30, 2018. (COE Plan on file in district office)

4.05 SB POLICY NO. 2.20 – WELLNESS PROGRAM APPROVED FOR ADVERTISING – Following discussion, Mr. Taylor McGrew moved to approve School Board Policy No. 2.20 – *Wellness Program* for advertising. It was noted that this replaces the current policy. Mr. Darren Driver seconded the motion. The vote for approval was unanimous. A public hearing on this matter will be held at the next regular school board meeting. (School Board Policies on file in district office)

4.06 SCHOOL BOARD APPROVES FUNDRAISER REQUEST – On a motion by Mrs. Marion McCray and a second by Mr. Darren Driver, a fundraiser request to benefit Isabelle Koon and family was unanimously approved by the School Board: *Hat Day for Students and Jeans Day for Teachers – LES & LHS will participate. Date of fundraiser is April 23, 2018.* It was noted that Isabelle Koon is a fourth grade student at LES. She recently received a lung transplant after being hospitalized for several months.

4.07 SCHOOL BOARD APPROVES LEASE/PURCHASE FOR TWO SCHOOL BUSES – Following discussion, Mr. Jeff Walker moved to approve the lease/purchase for two school buses for the 2018-2019 school year. Mr. Darren Driver seconded the motion which was unanimously approved. The lease purchase plan will allow the school district to pay for the buses with an annual payment over a three year period rather than in one lump sum.

4.08 EMERGENCY CHILLER PURCHASE FOR LHS – Mr. Joey Pearson, Director of Support Services, reviewed the timeline and details for the recent emergency chiller purchase for Lafayette High School. It was noted that as part of the district's Five Year Work Plan, which was approved by

the School Board on October 17, 2017, replacement of chillers at LHS was listed as a project to be done in the summer of 2018. However, on March 28 a compressor on the No. 2 chiller system at LHS went out. Tammi Maund, Director of Finance, referred to emergency purchasing procedures as defined in School Board Policy 7.14(VI) which outlines the procedures to be taken when situations arise which necessitate immediate action in order to ensure the health and safety of students and staff, or to keep a facility in operation. Mrs. Maund also consulted with Steve Kwon from the Auditor General's Office regarding this matter. As per SB Policy 7.14(VI) Emergency Situations A., three written quotes were obtained: (1) Engineered Cooling - \$197,524; (2) Kelly's - \$209,895; and (3) Trane - \$146,972. The job was awarded to Trane, the low bidder, and with the Superintendent's approval a purchase order was sent to them on April 5, 2018. As directed in SB Policy 7.14(VI), the formal tabulation, giving complete details and justification for the purchase, is submitted for the School Board's ratification. Following discussion, Mr. Jeff Walker moved to approve the procedures followed for the emergency chiller purchase from Trane, the low bidder. Mr. Darren Driver gave the second which was unanimously approved. (All documentation regarding this emergency purchase is on file in the district office)

4.09 DISTRICT LEVEL ADMINISTRATIVE POSITION AND JOB DESCRIPTION – Superintendent

Edwards stated that he has been exploring how the district can best meet the needs of our students and staff as well as the requirements mandated by the state legislature regarding school safety. He presented board members with a handout listing the job responsibilities of our current district administrators. Mr. Edwards recommended adding a new district level

administrative position, Director of Education and Safety, and explained his reasons for doing so. Senate Bill 7026 states that each district school superintendent shall designate a school administrator as a school safety specialist for the district. The school safety specialist must participate in specified training and will be responsible for the supervision and oversight for all school safety and security personnel, policies, and procedures for the school district. The school safety specialist position will be funded with safe schools money. These duties would fall under the proposed new position, Director of Education and Safety, along with various other responsibilities. In addition, Mr. Edwards explained that he would like to rename and redistribute the duties of the current Director of Teaching and Learning Services position. About half of these duties would be assigned to the proposed Director of Education and Safety position. The remaining duties would stay under the renamed position, Director of Student Services and Exceptional Education. Mr. Edwards stated that dividing these duties should allow for a more focused approach on Exceptional Student Education, Multi-Tiered Systems of Support, and other student support services. As discussion continued, Mr. Daryl Fletcher asked on behalf of the LEA that the School Board consider tabling action on this item until other obligations such as the LEA proposal are answered. Following discussion, Mr. Jeff Walker moved to table action on this item. Mrs. Marion McCray gave the second. The vote to table this item was unanimous. The School Board agreed to have a workshop on Tuesday, April 24, 2018 at 5:30 p.m. to further discuss the proposed administrative position and job description.

- 4.10 **BILLS APPROVED FOR PAYMENT** – The bill list, as presented ready for payment, was unanimously approved after a motion by Mr. Taylor McGrew and a second by Mr. Jeff Walker.
(Bill list on file with Supplemental Minutes)

4.11 **SCHOOL BOARD APPROVES BUDGET AMENDMENTS** – The budget amendment named below was unanimously approved on a motion by Mr. Taylor McGrew and a second by Mr. Darren Driver: Contracted Program No. 6.

5. ITEMS FOR INFORMATION

5.01 Principal's Monthly Financial Statement.

5.02 Purchase Orders.

5.03 Financial Statement.

5.04 School Board Workshop – April 24, 2018 at 5:30 p.m. The purpose of the workshop is further discuss the proposed district level administrative position and job description.

6. CITIZEN INPUT


There was no citizen input today.

ADJOURNMENT

With business complete, the meeting was adjourned at 7:45 p.m.


Amanda Hickman, Chairperson

ATTEST


Robert Edwards, Superintendent
and Secretary to the School Board