

MINUTES

LAFAYETTE COUNTY SCHOOL BOARD

REGULAR MEETING, JUNE 18, 2019

The Lafayette County School Board convened in regular session, Tuesday, June 18, 2019 beginning at 6:00 p.m. Present were Mr. Robert Edwards, Superintendent of Schools; Mrs. Amanda Hickman, Chairperson; Mrs. Marion McCray, Vice-Chair; Mr. Jeff Walker, Member; and Ms. Leenette McMillan-Fredriksson, School Board Attorney. Administrators present were Mrs. Alissa Hingson, Director of Teaching and Learning Services; Mr. Joey Pearson, Director of Support Services; and Mrs. Tammi Maund, Director of Finance. School Board members Darren Driver and Taylor McGrew were absent.

CALL TO ORDER

Mrs. Amanda Hickman called the meeting to order at 6:00 p.m. Mrs. Marion McCray gave the invocation and Superintendent Robert Edwards led the Pledge of Allegiance to the Flag.

RECOGNITIONS/PRESENTATIONS

RESOLUTIONS – The School Board adopted Resolutions honoring the employee named below for his dedicated service to Lafayette School District:

Gary Shook, Bus Driver - Retired effective June 30, 2018 after serving as a bus driver in the school district for the past three years.

(Resolution will be typed on a separate page of the official Minute Book)

1. ADOPTION OF AGENDA

Mrs. Amanda Hickman noted an addition to Action Item 4.07 – Fundraiser Requests. Fundraiser requests submitted by the Quarterback Club have been added. She asked for a motion to adopt the

agenda. The agenda was unanimously adopted following a motion by Mrs. Marion McCray and a second by Mr. Jeff Walker.

2. APPROVAL OF MINUTES

The Minutes from the May 21 school board workshop and regular meeting were unanimously approved after a motion by Mr. Jeff Walker and a second by Mrs. Marion McCray. (Minutes to be typed in Official Minute Book)

3. CONSENT ITEMS

Superintendent Edwards recommended approval of the consent agenda items listed below. Mrs. Marion McCray moved to approve the Superintendent's recommendation. Mr. Jeff Walker seconded the motion which was unanimously approved. These items are as follows:

- 3.01 Approved Memorandum of Agreement between the Florida Department of Health Lafayette County Health Department and School Board of Lafayette County. (MOA on file in district office)
- 3.02 Approved NEFEC Resolution, Main Contract and Contract Attachments for the 2019-2020 school year. (Resolution and Contracts on file in district office)
- 3.03 Approved Florida Virtual School Contracts for 2019-2020. (Contracts on file in district office)
- 3.04 Approved 2019-2020 Adult Education and Family Literacy Adult General Education Project Application. (On file in district office)
- 3.05 Approved Carl D. Perkins Secondary and Carl D. Perkins, Rural and Sparsely Populated Areas Project Applications for 2019-2020. (On file in district office)
- 3.06 Approved Proposal for ESE Consultative Services through Resolutions in Special Education, Inc. (RISE, INC.) for the 2019-2020 school year. (Agreement on file in district office)
- 3.07 Approved Cooperative Agreement and Business Associate Agreement between Meridian Behavioral Healthcare, Inc. and LCSB. (Agreement on file in district office)
- 3.08 Approved signatures for internal accounts for LES and LHS for the 2019-2020 school year. (On file in district office)

3.09 Approved requests for the following students to participate in the dual enrollment program at NFCC for the 2019-2020 school year: Elijah Clay, Kelley Howell, Trenton Thomas, Savannah Parker, Garrison Beach, Kaili Dewey.

4. ACTION ITEMS

4.01 **SCHOOL BOARD APPROVES PERSONNEL ITEMS** – Superintendent Edwards recommended approval of the personnel items listed below. On a motion by Mr. Jeff Walker and a second by Mrs. Marion McCray, the personnel items were unanimously approved.

- (1) **Notice of Retirement** – Drew Bell, Technology Aide, to retire effective June 30, 2019. Gary Shook, Bus Driver, to retire effective June 30, 2019
- (2) **Resignation** – Accepted letter of resignation from Shawn Jackson, LES Guidance Counselor, effective at the end of the 2018-2019 school year.
- (3) **Personnel Recommendations – Instructional** – Approved Dana Putnal for the LES Guidance Counselor position for the 2019-2020 school year. This is a ten (10) month position.

Approved James Fike for a teaching position (ESE) at Lafayette High School for the 2019-2020 school year. This is a ten (10) month position.

Personnel Recommendations – Non-Instructional – Approved the following non-instructional personnel for the 2019-2020 school year:

SECRETARIES, BOOKKEEPERS, PARAPROFESSIONALS, AND SWITCHBOARD

Amanda Byrd – Parapro – 9 month
Brandee Byrd, Parapro – 9 month
Adria King Douglass– Parapro – 9 month
Kristy Garrard – Secretary/Data Entry Clerk – 10 month
Lucie Gresham, Receptionist/Switchboard Operator – 9 month
Jessica Lee, Bookkeeper–12 month
Melissa Massey, Secretary – 12 month
Serena McDougle, Parapro – 9 month
Amanda Andrews, Bookkeeper – 10 month
Shatara Blake – Parapro – 10 month
Elizabeth Byrd, Secretary/Data Entry Clerk – 10 month
Olivia Celedon, Parapro – 9 month
Pam Cornell, Parapro – 10 month
Amy Garland, Parapro – 9 month
Luis Huerta, Parapro – 9 month
Maria Huerta, Parapro – 9 month

MINUTES-REGULAR MEETING

JUNE 18, 2019

PAGE FOUR

Deanna Land, Parapro – 9 month
Lorraine Prine, Parapro – hourly
Heather Simpson, Parapro – 9 month
Jenene Starling, Parapro – 9 month
Janna Walker, Secretary – 12 month
April Williams, Parapro – 9 month
Jeannette Williams, Parapro – 10 month
Maria Wimberley, Parapro – 9 month
Nikki Wimberly, Parapro – 10 month

FOOD SERVICE (9 month position)

Vivian Taule, Manager
Dana George
Guadalupe Hernandez
Lisa Hunt
Gloria Johnson
Tonya Lee
Tensy Robinson
Sherry Bryd (part-time)
Sandy Walsingham (part-time)

MAINTENANCE (12 month position)

Wade Ducksworth
Ehrin Beach
Timothy McCray
Ross Wimberley

TRANSPORTATION DEPARTMENT

Donald Baker, Asst. Mechanic – 12 month
Richie Page, Head Mechanic – 12 month

BUS DRIVERS (9 month position)

Cheryl Bell
Larry Bird
Sherry Byrd
Georgianna O'Steen
Lorraine Prine
Carlos Rondon
Kim Schultz
Danielle Sims
Andrea Smith
Sandy Walsingham

CUSTODIANS (9 month position)

Belinda Suzette DeGross	Erica Lain
Jamie Fountain	Debra Lawson
Silvia Gonzalez	Danielle Peterson

DISTRICT OFFICE STAFF (12 month position)
Dana Jackson, Accounts Payable/Inventory Clerk
Kanda Jackson, Bookkeeper
Sheree Kelly, Secretary to Supt. & School Board
Debra Riley, Payroll Clerk
Amy Sullivan, Data Entry Clerk
April Young, Secretary

Approved the individuals named below to work extra hours on an “as needed” basis in maintenance and/or custodial during fall and spring breaks and summer for the 2019-2020 school year: Mike Harris, Jami Fountain, Suzette DeGroff, Debbie Lawson, Guadalupe Hernandez, Tonya Lee, Carlos Rondon, Erica Lain, Danielle Peterson.

Personnel Recommendations – Substitute Teacher – Approved Kelli Moseley as a substitute teacher for the 2019-2020 school year. Mrs. Moseley will be substituting for Mrs. Kortney Myers while she is out on maternity leave.

(4) ***Request for “Illness in the Line of Duty” Leave:*** Approved request from Lindsey Thomas, LHS teacher, for 7.25 hours on May 21, 2019.

(5) ***Request for Family Medical Leave (maternity leave):*** Approved FML request from Kortney Harris Myers, LES teacher. Her approximate due date is Sept.15, 2019. Mrs. Myers plans to take leave for the remainder of September, October, November, and December. She intends to return to work after winter break in January 2020.

4.02 SCHOOL BOARD MEMBER TO SERVE ON FSBA LEGISLATIVE COMMITTEE - Superintendent

Edwards advised that the Florida School Boards Association Bylaws call for each school board to annually designate a school board member, and an alternate, to serve on the FSBA Legislative Committee. On a motion by Mr. Jeff Walker and a second by Mrs. Marion McCray, Taylor McGrew and Darren Driver were approved as the board members to serve on the FSBA Legislative Committee. It was agreed that Mr. McGrew and Mr. Driver should decide who will serve as the legislative designee and who will serve as the alternate.

4.03 SCHOOL BOARD APPROVES INTERDISTRICT PRIVATE SCHOOL SERVICES AGREEMENT

WITH COLUMBIA COUNTY SCHOOL DISTRICT – Following discussion, Mrs. Marion McCray moved to approve an Inter District Private School Services Agreement with Columbia County

School District. Mr. Jeff Walker seconded the motion which was unanimously approved. The purpose of this agreement is to provide for services to private school students who reside in Lafayette District Schools but attend school in Columbia County School District. (Agreement on file in district office)

- 4.04 **SCHOOL BOARD APPROVES HEALTH SERVICES AGREEMENT WITH HEALTHY SCHOOLS, LLC** – On a motion by Mr. Jeff Walker and a second by Mrs. Marion McCray, the School Board unanimously approved a Flu & Adolescent Immunizations School-based Program Proposal submitted by Healthy Schools Healthcare Division. Healthy Schools LLC promotes the health of children by administering vaccines, including flu and Tdap, at schools, through partnerships with school districts and Departments of Public Health. Healthy Schools will perform and provide the Vaccination Program at no cost to the school district. The school district will be responsible for distributing and collecting consent forms which must be signed by the parent/guardian prior to a student participating in the program.
- 4.05 **SCHOOL BOARD APPROVES PAYMENT OF FADSS MEMBERSHIP DUES** – On a motion by Mrs. Marion McCray and a second by Mr. Jeff Walker, payment of the Florida Association of District School Superintendents annual membership dues, in the amount of \$4,819.00, was unanimously approved.
- 4.06 **SCHOOL BOARD APPROVES TRIP REQUEST** – A request for the LHS Cheerleaders to attend FCA Cheer Camp in Valdosta, GA, July 22-25, 2019 was unanimously approved on a motion by Mr. Jeff Walker and a second by Mrs. Marion McCray.

- 4.07 LES & LHS FUNDRAISER REQUESTS APPROVED FOR 2019-2020** – A list of fundraiser requests submitted by LES and LHS for the 2019-2020 school year was presented for the School Board’s approval. This also included the fundraiser requests submitted by the Lafayette Quarterback Club. The fundraiser requests were unanimously approved on a motion by Mrs. Marion McCray and a second by Mr. Jeff Walker. (List of fundraising activities on file in district office)
- 4.08 FSBIT SAFETY INSPECTION REPORTS** - The school district’s 2018-2019 Florida School Boards Insurance Trust Safety Inspection Reports were reviewed and discussed. Following review and discussion, Mr. Jeff Walker moved to approve the FSBIT Safety Inspection Reports. Mrs. Marion McCray gave the second. The vote for approval was unanimous. (FSBIT Inspection Reports on file in district office)
- 4.09 SREF INSPECTION REPORTS** – The 2018-2019 SREF Inspection Reports for Lafayette School District, as prepared by Fire Prevention Specialist, Inc., were presented for the School Board’s review and approval. Following discussion, Mr. Jeff Walker moved to approve the SREF Inspection Reports for 2018-2019. Mrs. Marion McCray gave the second which was unanimously approved. (SREF Inspection Reports on file in district office)
- 4.10 LES STUDENT HANDBOOK APPROVED FOR 2019-2020** – Following review and discussion, Mrs. Marion McCray moved to approve the 2019-2020 LES Student Handbook as presented. Mr. Jeff Walker gave the second. The vote for approval was unanimous. The LHS Student Handbook will be presented for the Board’s approval at the next regular school board meeting. (LES Student Handbook on file at LES and district office)

4.11 NEW SCHOOL BOARD POLICY APPROVED FOR ADVERTISING – A new school board policy, *No. 8.02 – Marjory Stoneman Douglas School Safety Policy* was presented for the Board’s review and approval for advertising. The new policy addresses school safety and security for staff and students. Following discussion, Mr. Jeff Walker moved to approve the new policy for advertising. Mrs. Marion McCray seconded the motion. The vote for approval was unanimous. A public hearing will be held on this matter at the next regular school board meeting.

4.12 SCHOOL BOARD APPROVES REVISIONS TO CHROMEBOOK DISPOSITION PROCEDURE -
Revisions to the district’s Chromebook Disposition Procedure were presented for review and approval. The purpose is to provide an appropriate procedure for the disposal of chromebooks while minimizing unnecessary campus technology inventory that could still be used to positively impact academic achievement in other settings. Following discussion, Mr. Jeff Walker moved to approve the revisions as presented. Mrs. Marion McCray seconded the motion which was unanimously approved. (Chromebook Disposition Procedures on file in district office)

4.13 SCHOOL BOARD APPROVES JOB DESCRIPTION FOR TECHNOLOGY PARAPROFESSIONAL -
The following job description was presented for the Board’s review and approval: *Technology Paraprofessional*. Following discussion, Mrs. Marion McCray moved to approve the job description as presented. Mr. Jeff Walker gave the second. The vote for approval was unanimous. (Job descriptions on file in district office)

4.14 2018-2019 ANNUAL SCHOOL HEALTH REPORT – The 2018-2019 Annual School Health Report was presented for review and approval by the School Board. Following discussion, Mrs. Marion McCray moved to approve the 2018-2019 Annual School Health Report. Mr. Jeff Walker

seconded the motion. The vote for approval was unanimous. (Annual School Health Report on file in district office)

4.15 SCHOOL BOARD APPROVES LETTER OF INTENT FOR DESIGN AND INSTALLATION OF GENERATORS FOR LHS GYM AND CAFETERIA – Mr. Joey Pearson addressed the School Board regarding a grant through the State of Florida Division of Emergency Management with endorsement by Lafayette County Office of Emergency Management. Mr. Pearson explained that he has been working with Marc Land, Lafayette County Emergency Management Director, on this grant which will provide hurricane shelter retrofit funding for the LHS Gym and Cafeteria. Mr. Pearson stated that the generators will be purchased through this grant. Following discussion, Mr. Jeff Walker moved to approve a Letter of Intent for Design and Installation of Generators for the LHS Gym and Cafeteria. Mrs. Marion McCray seconded the motion. The vote for approval was unanimous. (Project information on file in district office)

4.16 SCHOOL BOARD APPROVES BILLS FOR PAYMENT – The bill list was unanimously approved for payment following a motion by Mrs. Marion McCray and a second by Mr. Jeff Walker. (Bill list on file with Supplemental Minutes)

4.17 BUDGET AMENDMENTS – Mrs. Tammi Maund reported that there were no budget amendments today.

5. ITEMS FOR INFORMATION

5.01 Principal's Monthly Financial Report on Internal Funds.

5.02 Budget Time Line. On Tuesday, July 30, 2019 at 6:00 p.m., the School Board will hold a public hearing to adopt the tentative millage and budget for the 2019-2020 school year. The public hearing to adopt the final millage and budget will be held on Thursday, September 5, 2019 at 6:00 p.m.

5.03 Adult Education Graduation will be held on Tuesday, June 25, 2019 at 7:00 p.m. in the LHS Cafetorium.

5.04 Purchase Orders.

5.05 Financial Statement.


5.06 Greenhouse Located behind Ag Shop – Superintendent Edwards reported that a notice will be run in the local newspaper to accept sealed bids for removal of the greenhouse.


6. CITIZEN INPUT

Mr. Matthew Peterson addressed the School Board regarding the qualifications for Valedictorian and Honor Student. The School Board thanked Mr. Peterson for his comments on this matter.

ADJOURNMENT

With business complete, Mrs. Amanda Hickman declared the meeting adjourned at 7:15 p.m.


Amanda Hickman, Chairperson

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