

# MINUTES

## LAFAYETTE COUNTY SCHOOL BOARD

### WORKSHOP, DECEMBER 16, 2014

The Lafayette County School Board held a workshop on Tuesday, December 16, 2014 beginning at 5:00 p.m. Present were Mr. Robert Edwards, Superintendent of Schools; Mrs. Amanda Hickman, Chairperson; Mr. Jeff Walker, Vice-Chair; Mr. Darren Driver, Member; Mrs. Marion McCray, Member; Mr. Taylor McGrew, Member; and Ms. Leenette McMillan-Fredriksson, School Board Attorney. The following items were discussed:

#### **Eighth Grade Teacher, Kateesh Hamlin, Meets With School Board**

Kateesh Hamlin, eighth grade teacher at LHS, met with the School Board concerning the 8<sup>th</sup> Grade Grad Nite at Busch Gardens. It was noted that this trip was approved at the November 18, 2014 school board meeting. At that time, noting the expenses associated with the annual eighth grade trip to Washington D.C., board members expressed concern about the financial burden another trip may place on parents. Mrs. Hamlin explained that they are using this as a reward trip for students earning passing grades in all four core classes and as an incentive for them to work diligently, attend school, and maintain positive behavior.

Mrs. Hamlin advised that a letter is being sent home to parents this week outlining the details of the trip. Board members were given a copy of this letter. The letter explained that the ticket cost is \$75.00 and includes admission and one meal in the park. A payment installment plan was also outlined in the letter.

Another item of concern was the criteria that a student must meet in order to be allowed to go on the trip. The criteria set forth states that a student must be passing all four core subjects in order to be eligible to attend. However, it was noted that there could possibly be a student who may

miss this mark despite his/her best efforts. Mrs. Hamlin assured the Board that student effort would definitely be taken into consideration should a situation like this occur.

If the Busch Gardens 8<sup>th</sup> Grade Grad Nite becomes an annual trip, board members suggested that students and parents be made aware of this beginning in the sixth grade especially since the Washington, D.C. trip is also taken in the eighth grade. The Superintendent and School Board thanked Mrs. Hamlin for answering their questions regarding this trip.

### **Other Concerns**

***Joey Pearson Talks With School Board Concerning Agenda Items*** – Joey Pearson, Director of Support Services, talked with the Board about the following items on tonight's school board agenda:

***Approval for Employee to Enter Retirement Incentive Program*** – Mr. Pearson talked with the School Board concerning the retirement of Charlene Driver, Bus Driver for the school district. He explained that Mrs. Driver was not expecting to retire this soon but due to her medical situation has decided to do so. Considering the fact that Mrs. Driver did not plan to retire at this time, she did not meet the June 1<sup>st</sup> deadline for submitting her Notice of Retirement and thus submitted it late. Due to these circumstances, Mr. Pearson recommended that the School Board accept Mrs. Driver's Notice of Retirement and grant her retirement with the full incentive package. The School Board will take action on this item at their regular meeting following the workshop.

***Approval of Vivian Taule as Interim Cafeteria Manager*** – Mr. Pearson advised that Vivian Taule is being recommended for the position of Interim Cafeteria Manager for the school district. He

noted that this is an interim position for right now to see how things go. Mr. Pearson added that Mrs. Taule has worked in the district's food service department for several years.

**LHS Gymnasium** – Taylor McGrew reported that the Andy Hart Memorial Basketball Tournament went well this past weekend. Mr. McGrew shared that some of the coaches have talked with him about minor issues/problems in the gym. Custodial care is one of the main concerns along with a few minor maintenance issues. Discussion continued about what can be done to improve in this area.

**Resolution on Assessment and Accountability** – Marion McCray talked with the Board about a Resolution on Assessment and Accountability that several school districts are adopting. She shared a copy of a proposed Resolution on Assessment and Accountability that she prepared for our district. The Resolution asks that the Governor of Florida, the Florida Legislature, the Florida Department of Education and the Florida State Board of Education provide no less than a three-year transition period for the accountability and measurement of the full implementation of the Florida Standards. This would include a three-year delay in the use of Florida State Assessment results to determine student promotion, graduation, school grades, as well as teacher and administrator evaluation. Board members discussed this matter and agreed to place the Resolution on Assessment and Accountability on the January 20, 2015 school board agenda for adoption by the Board.

**Item of Information** - After speaking with our auditors and looking at the salary schedules and the positions held; Superintendent Edwards brought to the Board's attention that two of our employees appear to be on the wrong salary schedule.

**Adjournment**

With all items discussed, the workshop was adjourned at 5:55 p.m.

 ATTEST:   
Amanda Hickman, Chairperson Robert Edwards, Superintendent  
And Secretary to the School Board

# **MINUTES**

## **LAFAYETTE COUNTY SCHOOL BOARD**

### **REGULAR MEETING, DECEMBER 16, 2014**

The Lafayette County School Board convened in regular session, December 16, 2014 beginning at 6:00 p.m. Present were Mr. Robert Edwards, Superintendent of Schools; Mrs. Amanda Hickman, Chairperson; Mr. Jeff Walker, Vice-Chair; Mr. Darren Driver, Member; Mrs. Marion McCray, Member; Mr. Taylor McGrew, Member; and Ms. Leenette McMillan-Fredriksson, School Board Attorney.

#### **CALL TO ORDER**

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

#### **CITIZEN INPUT**

**Peggy Grill Addresses School Board** – Ms. Peggy Grill addressed the School Board regarding the Center for Autism & Related Disabilities (CARD). Ms. Grill explained that CARD provides support and assistance with the goal of optimizing the potential of people with autism and related disabilities. She explained that \$10,000.00 has been raised for autism services in Lafayette County. Ms. Grill asked for the School Board's input on how this money should be allocated. She talked about the possibility of forming a committee which would discuss and determine how these funds should be used. Ms. Grill also talked about implementing a Safety Awareness Program for children with autism. Mrs. Amanda Hickman suggested that the LES and LHS School Advisory Councils may want to get involved. Ms. Grill reminded board members of the upcoming Suwannee River Paddle for Autism Event scheduled for Saturday, April 25, 2015. All proceeds from donations will go the University of Florida Center for Autism and Related Disabilities for autism services in the Lafayette County area. The Superintendent and School Board thanked Ms. Grill for her presentation.

## **RECOGNITIONS/PRESENTATIONS**

**STUDENT OF THE MONTH** - The students named below were selected as *Student of the Month* for December 2014:

LES (K-2) – Amber Pierce

LMS – Jada Showers

LES (3-5) – Aubrey Sarmiento

LHS – Kaitlyn Blawn

The students were not present for the meeting. A Certificate of Award and Student of the Month notebook will be sent to each student in recognition of their achievement.

### **1. ADOPTION OF AGENDA**

Mrs. Amanda Hickman asked for a motion to adopt the agenda. On a motion by Mr. Darren Driver and a second by Mr. Taylor McGrew, the agenda, including an addendum to the agenda, was unanimously adopted by the School Board.

### **2. APPROVAL OF MINUTES**

The Minutes of the November 18 and November 21, 2014 school board meetings were unanimously approved following a motion by Mr. Taylor McGrew and a second by Mr. Darren Driver. (Minutes to be typed in Minute Book)

### **3. CONSENT ITEMS**

The consent agenda, as recommended by Superintendent Edwards, was unanimously approved following a motion by Mr. Darren Driver and a second by Mrs. Marion McCray. The items are described below:

3.01 Personnel: (a) Notice of Retirement – Charlene Driver, Bus Driver, to retire effective 11/30/2014.

(b) Recommendations – Non-Instructional – Approved Vivian Taule for the position of Interim Cafeteria Manager for Lafayette School District.

Recommendations – Non-Instructional – Approved Kim Schultz for the position of bus driver for the remainder of the 2014-2015 school year.

Recommendations – Substitute Worker – Approved Donna Massey as a substitute custodian for the remainder of the 2014-2015 school year.

Recommendations – Volunteer Coach – Approved Jared Mosely as a volunteer coach (JV Girls Softball) for the 2014-2015 school year, pending his completion of all requirements.

(c) Requests for “Illness in the Line of Duty” Leave – Approved requests for “illness in the line of duty” leave from the following employees: Alma Huerta Dominguez, Teacher, for two hours on 11/12/2014. Wade Ducksworth, Maintenance Technician, for six hours on 9/24/2014.

3.02 Approved Contract between The Florida Learning Alliance, Inc. and Lafayette County School Board to Provide a Staff Development Management System, Referred to as the Track Module and Related Support Services. (Contract on file in district office)

3.03 Approved requests for the following students to participate in the dual enrollment program at NFCC for the 2014-2015 school year: Madisyn Trawick, Robert Dekle, Jonathan David Reiner, Jr.

#### 4. ACTION ITEMS

4.01 **SCHOOL BOARD APPROVES REVISIONS TO OPS SALARY SCHEDULE TO COMPLY WITH FLORIDA MINIMUM WAGE REQUIREMENTS** - A revised OPS (Other Personnel Services) Salary Schedule, to comply with Florida minimum wage requirements, was presented for the School Board’s review and approval. The updated OPS Salary Schedule was unanimously approved following a motion by Mr. Darren Driver and a second by Mr. Jeff Walker. (Salary schedules on file in district office)

4.02 **SCHOOL BOARD CONDUCTS PUBLIC HEARING – 6:30 P.M.** – At 6:30 p.m., Chairperson Amanda Hickman declared that the School Board would go into a public hearing to consider approval of revisions to the following school board policy, as advertised: *Electronic Records, Signatures and Funds Transfers*. The public hearing was held at this time. Following

discussion, with no concerns/comments being expressed, Mr. Darren Driver moved to approve, as advertised: Revisions to school board policy – *Electronic Records, Signatures and Funds Transfers*. Mr. Jeff Walker gave the second. Motion carried unanimously. The regular meeting resumed at this time. (School Board Policy Manual on file in district office)

4.03 **SCHOOL BOARD APPROVES TRIP REQUEST** – Following discussion, Mr. Taylor McGrew moved to approve the trip request described below: *Varsity Softball Team and Coaches to attend Softball Camp/Umpire Training at Camp Kulaqua, January 16-17, 2015*. Mrs. Marion McCray gave the second. The vote for approval was unanimous.

4.04 **BILLS APPROVED FOR PAYMENT** – The bill list, as presented ready for payment, was unanimously approved on a motion by Mrs. Marion McCray and a second by Mr. Jeff Walker. (Bill list on file with Supplemental Minutes)

4.05 **BUDGET AMENDMENT APPROVED** – The following budget amendments were presented for the School Board's approval: General Fund No. 4; Contracted Program No. 4; CO & DS No. 1. On a motion by Mrs. Marion McCray and a second by Mr. Darren Driver, the budget amendments were unanimously approved.

4.06 **SCHOOL BOARD APPROVES COLLEGIATE HIGH SCHOOL PROGRAM AGREEMENT** – The Collegiate High School Program Agreement between the District Board of Trustees of North Florida Community College and the District School Board of Lafayette County was presented for approval. Following discussion, Mr. Taylor McGrew moved to approve the Collegiate High School Program Agreement. Mr. Darren Driver gave the second. The vote for approval was unanimous. The North Florida Community College Collegiate High School Program will allow eligible students to complete up to 30 credit hours from one of four academies within the



program. Those academies are: Information Technology, Digital Media, Business, and AA general. (Agreement on file in district office)

4.07 **EMPLOYEE APPROVED TO ENTER RETIREMENT INCENTIVE PROGRAM** – This item was discussed in the workshop. Mr. Joey Pearson, Director of Support Services, talked with the School Board concerning the retirement of Charlene Driver, Bus Driver for the school district. He explained that Mrs. Driver was not expecting to retire this soon but due to her medical situation has decided to do so. Considering the fact that Mrs. Driver did not plan to retire at this time, she did not meet the June 1<sup>st</sup> deadline for submitting her Notice of Retirement and thus submitted it late. Due to these circumstances, Mr. Pearson recommended that the School Board accept Mrs. Driver’s Notice of Retirement and grant her retirement with the full incentive package. Mr. Pearson added that Mrs. Driver has been a loyal employee of the school system and would benefit from these incentives. Following discussion, Mrs. Marion McCray moved to approve Mr. Pearson’s recommendation for Mrs. Driver to enter the district’s Retirement Incentive Program. Mr. Darren Driver seconded the motion, which was unanimously approved.

4.08 **SCHOOL BOARD MEMBER TO SERVE AS TRUSTEE ON FSBIT** – Mrs. Amanda Hickman moved to approve Mr. Jeff Walker to serve as a trustee on the Florida School Boards Insurance Trust. Mr. Darren Driver gave the second. Motion carried unanimously.

**5. ITEMS FOR INFORMATION**

5.01 *Principal’s Monthly Financial Report on Internal Funds.*

5.02 *LHS Discipline Report.* The School Board reviewed the LHS Discipline Report for the month, as prepared by Mr. Josh Akers, LHS Dean. There were 10 total referrals from 11/10/2014 –

12/08/2014. Discipline offenses broken down by offense type were also included in the report.

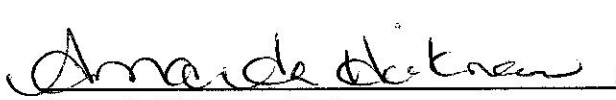
5.03 *Purchase Orders.*

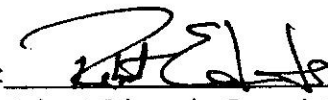
5.04 *Financial Statement.* It was agreed that a workshop will be scheduled in the near future for board members to learn more about how to read and understand the monthly Financial Statement.

5.05 *WeatherSTEM Donation Program* – Superintendent Edwards reported that he has been contacted by WeatherSTEM about our school district becoming a WeatherSTEM Donation Site. He explained that this is a 100% donation and there are no costs to the school district. WeatherSTEM will provide a full-service weather station including agricultural sensors, a cloud camera, and a custom web portal that displays your weather data and images along with a host of useful, engaging weather-related educational resources. WeatherSTEM covers the cost of installation for donation sites, and their team will personally install all components, ensuring that the installation process is efficient and sustainable. Board members agreed that this is something the school district should pursue. Mr. Edwards will keep the School Board updated on this project.

**ADJOURNMENT**

With business complete, the meeting was adjourned at 6:50 p.m. following a motion by Mrs. Marion McCray and a second by Mr. Taylor McGrew.

  
Amanda Hickman, Chairperson

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

**MINUTES**  
**LAFAYETTE COUNTY SCHOOL BOARD**  
**EXECUTIVE SESSION, DECEMBER 16, 2014**

The Lafayette County School Board met in Executive Session on Tuesday, December 16, 2014 immediately following the regular meeting. Present were Mr. Robert Edwards, Superintendent of Schools; Mrs. Amanda Hickman, Chairperson, Mr. Jeff Walker, Vice-Chair; Mr. Darren Driver, Member; Mrs. Marion McCray, Member; and Mr. Taylor McGrew, Member. Also present were Mrs. Tammi Maund, Director of Finance; and Mrs. Gina Hart, Chief Negotiator.

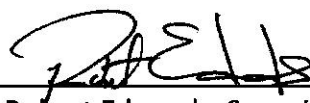
**CALL TO ORDER**

Mrs. Amanda Hickman called the Executive Session to order following the regular meeting. The purpose of the Executive Session was to discuss bargaining/contract negotiations for the 2014-2015 school year.

**ADJOURN**

Following discussion, the Executive Session was adjourned at 9:00 p.m.

  
Amanda Hickman, Chairperson

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