

01 20 2015 Work Session 12 30 PM

For ADA assistance, contact the Office of Equity and Compliance, 534-0781, at least 3 business days before the meeting.

## A. New Business

### 1. [12:30 - 12:40 PM School Board Member Comments](#)

#### Minutes:

Mr. Berryman reported on the Central Florida School Boards Coalition meeting held last week in which Senator David Simmons (Seminole County) attended. It was suggested that the ten (10) school districts of the Coalition meet to develop a 'white paper' on assessment issues. Approximately 900,000 students are served throughout the Coalition membership areas. Mr. Berryman doesn't believe the Senator supports extra funding for the 300 lowest performing schools or the restoration of the 1/2 mil LCI dollars. Superintendent LeRoy commented that he may not understand that the funding of the lowest 300 is spread out across every district in the state, even those that do not have a school in the lowest 300 category.

School Board Attorney Wes Bridges reported that he will be submitting a work session item to discuss Chapter 112 (Ethics, Gifts, Conflicts of Interest) and Chapter 119 (Sunshine Law).

Board Chair Mullenax distributed a draft Agenda for the upcoming Board retreat.

- Mr. Berryman would like to see an update on the Capital Plan with budget/ flow of debt service and funding. Five years from now where will we be? Where is the funding coming from? Where are we, annually, going forward? What are we debted out to? Superintendent LeRoy responded that the Capital Plan frames other discussions surrounding school utilization, sales tax, etc. that are a part of the Strategic Plan update. The Board will receive a special packet in early February in preparation of the retreat.
- Remove 2: Teaching and Learning: (A) Academics; duplicate of G: Student

Achievement

- Remove 2 (F) Legislative ruling affecting special diplomas -- could be a coalition or work session discussion.

The retreat will be held at the United Way offices in Highland City on Friday, February 20th (8:30 AM - 4:30 PM) and Saturday, February 21st (8:30 AM - Noon).

2. [12:40 - 12:55 PM Superintendent's Evaluation - Part 2](#)

Attachment: [Superintendent's Evaluation Parts 1 2 2013-2014 1-13-15 Final.pdf](#)

Minutes:

Mrs. Fields felt the document was challenging; no area for overall comments in each area.

Mrs. Cunningham would like to discuss the point value at the retreat.

B. Board Agenda Review

3. [12:55 - 1:15 PM Review the January 20, 2015 School Board Agenda](#)

Attachment: [01 20 2015 School Board Agenda REVISED.pdf](#)

Minutes:

C-51 Purchase of SuccessMaker, \$347,700.00

Mrs. Cunningham asked for information regarding the program and who it will serve.

Superintendent LeRoy reported that it is a highly successful technology program to accelerate students in reading and math. It was used over the summer in the AMP academies with great success. The schools that used it this past summer will use it again but the others have not been identified.

C-69 - Out of State Field Trips

Mrs. Fields questioned reserve funds being used for Mulberry High and Bartow High Schools marching bands to go to Washington DC for the National Memorial Day Parade. Mrs. LeRoy responded that this is the first time the District has been invited and we are the only bands representing Florida. The schools are raising funds but she felt the District should assist as well.

School Board Attorney Wes Bridges reported, for audit purposes, a justification of appropriating the funds for educational reasons is needed.

C-14: Penn Foster contract

Mr. Wilson had questions on: Who issues the diplomas? What is different from programs

at New Beginnings or Gateway. Superintendent LeRoy responded the more pathways available, the more opportunities for students; it is simply a different option that has been successful. These are students that have withdrawn from the current school system. Mr. Wilson voiced a concern that we are issuing out of state diplomas with taxpayer dollars.

4. [1:15 - 1:30 PM BREAK](#)

C. Information

Item 5

5. [Monthly Financial Statements for Period Ending November 30, 2014](#)

Attachment: [Nov 2014 Financial Package.pdf](#)

Attachment: [Oct 2014 Financial Package.pdf](#)

Minutes:

Superintendent LeRoy commented that the negative numbers in capital outlay are because we spend money at the beginning of the year to open schools. Pennie Zuercher, Director of Accounting, reported that last year the district spent \$34 million and \$15 million this year. The higher cost last year was due to the purchase of instructional materials for new programs.

Mrs. Sellers asked if McKay Scholarship funding is prorated back to us when the dollars decrease. Mr. Perrone will have to do research and report back to the Board.

Item 6

6. [Contract Amendment for Magnolia Montessori Academy](#)

Attachment: [WS Summary Magnolia Contract 1.20.15.pdf](#)

Attachment: [Magnolia Charter Amendment Request 11.14.pdf](#)

Attachment: [Magnolia Montessori budgetcomparison2015\\_16.pdf](#)

Item 7

7. [Modification to Our Children's Academy Employee Handbook](#)

Attachment: [WS-Summary 1.20.15.pdf](#)

Attachment: [OCA Employee Handbook tracked changes 2014-2015.pdf](#)

Item 13

8. [Head Start Grant Monthly Services Report](#)

Attachment: [14HSA Budget Report 11-30-2014.pdf](#)

Attachment: [January Executive Board Summary.pdf](#)

D. Discussion

Item 8

9. [1:30 - 1:50 PM 2013-14 Internal Funds Annual Audit](#)

Attachment: [FINAL 6-30-14 Financial Statements - Polk County Schools.pdf](#)

Attachment: [Governance Letter - Polk County Schools.pdf](#)

Attachment: [FINAL Polk Schools Management Letter.pdf](#)

Minutes:

Jennifer Christensen of Carr, Riggs, and Ingram reported there were findings for each school audited. Material Weakness is the most severe deficiency; Other Matters For Consideration is the least weakness. All of our findings were 'Other Matters for Consideration'. Each school was contacted after the audit and the findings were discussed for improvement. Common findings involved the Procurement card (log in and out for usage) and receipts out of order or missing.

Superintendent LeRoy noted that the Internal Auditing Department did extensive training over the past year. Mrs. Sellers commented this was the best finding since she has been on the Board.

Mr. Harris voiced concern it is the same schools doing the same things wrong each year. Ms. Christensen responded that next year, if the Board chooses, the report can include a past year findings comparison by schools and departments.

Item 9

10. ~~1:50 - 2:05 PM Overview of Learning Resource Center Contracts~~

Attachment: ~~LRC Contracts BdSumm.pdf~~

Attachment: ~~Copy of LRC Contract Review.xlsx final version to be used for Agenda.xlsx 01-14-15.pdf~~

Item 10

11. [2:05 - 2:15 PM Create new Sr. Coordinator Position, Federal & Finance Programs and Revise Sr. Tech., Job Description](#)

Attachment: [Sr. Coord., Federal & Finance - Revise Sr. Tech. Program Assistance 1-20-15 WS.pdf](#)

Item 11

12. [2:15 - 2:20 PM Revise Job Description for Senior Analyst-IT, Business](#)

Attachment: [Senior Analyst - IT.pdf](#)

Minutes:

Several Board Members requested the salary information be more prevalent or visible in future submissions.

Item 12

13. ~~2:20 - 2:25 PM Polk's Florida AWARE Grant \$264,900~~

~~Attachment: Florida Aware Budget Impact Statement 14-15.pdf~~

~~Attachment: Nonunion\_AdminSalRanges2014for111914-12-16-14.pdf~~

~~Attachment: Polk13-14TeacherSalaries11-12-13Bd.pdf~~

~~Attachment: Mental Health Coordinator JD Final.pdf~~

~~Attachment: Visio Page 17 Learning Support Student Services\_SY15\_Rev\_WS 01-20-15.pdf~~

~~Attachment: Sr Coord Mindful Schools Program Final.pdf~~

~~Attachment: School Board Summary Florida AWARE.pdf~~

Item 14

14. [2:20 PM Executive Session](#)

E. Adjournment

Meeting adjourned at 2:30 PM for the Executive Session. Minutes were approved and attested this 10th day of February, 2015.

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Dick Mullenax, Board Chair

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Kathryn M. LeRoy, Superintendent