

02 08 2011 Work Session

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New Business

1. [8:30 - 8:45 AM School Board Comments](#)

Minutes:

- Chairman Fields reported that the results of the contract negotiations with the School Board Attorney and Internal Auditor Manager (Wes Bridges and Sheila Phelps) will be submitted to the Board for the February 22, 2011 work session.
- Dick Mullenax commented on the Audit Committee minutes provided by School Board Internal Auditor, Sheila Phelps. Twelve of the fourteen issues have been resolved. Mark Grey, Assistant Superintendent of Business Services, reported on the remaining open items: Facility Contract Changes and Close Out on Construction Projects.
- Mrs. Cunningham requested that the Board consider meeting once a month rather than twice. Mr. Harris and Mr. Mullenax concurred. Mrs. Sellers voiced concern on discipline cases being heard once a month. Mr. Harris said students continue to receive educational services during the expulsion time.

Dr. Nickell suggested she meet with her staff and return with a proposal.

Mr. Bridges reminded the Board that currently there is a two week delay of items on work sessions and board meetings. Should the Board decide on a once a month meeting, these items will be delayed one month.. It will be a culture change.

Board Agenda Review

2. [8:45 - 9:15 AM Review February 8, 2011 School Board Agenda](#)

Attachment: [02 08 11 School Board revised agenda.pdf](#)

Minutes:

Item 21 - Budget Revision Request for Wellness Division

Mrs. Cunningham questioned why we are buying three scales? Mrs. Woolcock reported that the number of health fairs has increased and there are more obesity programs now throughout the district.

Item 31 - Demolition of Portables

Mrs. Sellers asked if these can be offered to the public. Fred Murphy (Assistant Superintendent of Facilities and Operations) reported that the law is very specific on what has to be demolished. The building would not be issued a certificate of occupancy. All usable items have been removed and are being used elsewhere.

Item 32 and 33 - Contract changes (sales tax savings)

Mr. Mullenax questioned the refund of sales tax. Why is it included if we know it is not going to be spent? Mr. Murphy explained that the sales tax is estimated in the initial budget for a construction project for construction materials, furniture and fixtures, property acquisition, etc. Architects developed the GMP (Guaranteed Maximum Price). Subcontractors participate in the GMP not knowing what is allowed for exemption of sales tax. They submit their low bid with the cost of the project plus sales tax. When the project closes out, a total of sales tax savings is submitted and eventually the amount is returned to the original funding source (general funds, PECO, etc.).

R-41: School Calendar: Mrs. Sellers asked that the committee membership be made public. It seems the majority of public believes the calendar is developed by the School Board when in fact, it is made up of district staff, teachers, and community members.

Mrs. Fields also reminded staff to discuss the early release days, holidays following a teacher work day, etc for next year's calendar.

3. [9:15 - 9:30 AM BREAK](#)

Discussion

Item 4

4. [9:30 - 9:50 AM Revised Job Descriptions](#)

Attachment: [Revised-Updated Job Descriptions 2-8-11 WS.pdf](#)

Minutes:

Denny Dunn, Assistant Superintendent of Human Resources, reported that job description revisions and updates are an on-going process. The process began in 2006 when the Board approved Deloitte's proposal. Today's job revisions are a projection of that process. The positions have been regraded but do not incur a salary increase. The new job description language is updating certification requirements, computer technology knowledge, etc.

Mr. Harris reported that in July 2008 when the Board approved the proposal, it was believed that all job descriptions would automatically be upgraded at that time. Peg Brenner, Director of Personnel, reported that the job description changes were not part of the proposal.

Mrs. Fields and Mr. Harris requested that the job description for the Boards Internal Audit Manager be removed from the packet. They will be presenting a change for that position at the next work session.

Mr. Harris commented that there was a merger of two departments in HRS that never came before the Board for approval nor appeared on any Organizational charts: Director of Teacher Certification Endorsement and No Child Left Behind in Personnel is being changed to Director of Teacher Certification and Recruitment and Personnel Compliance. Certification and Recruitment has been a part of one department but it was never submitted to the Board for approval.

Mr. Harris provided errors on several job description that would need to be corrected before submitting for vote.

Abdu Taguri, Assistant Superintendent of Information Services and Technology, praised the work of Human Resources for upgrading their positions.

Item 5

5. [9:50 - 10:10 AM Central Florida Aerospace Academy Gap Lease](#)

Attachment: [SUBLEASE AGREEMENT First Amendment Feb 2011.pdf](#)

Attachment: [CFAA Sublease Agreement 4-13-10.pdf](#)

Minutes:

John Small, Senior Director of Work Force Education, reported on the

amendment to the current lease which will allow us to occupy the new building ahead of schedule by several months free of charge.

Information

Item 6

6. [Women and Minority Business Enterprise Report Update](#)

Attachment: [Women and Minority Business Enterprise Report 01-26-2011.pdf](#)

Attachment: [Women and Minority Business Enterprise Summary 10-1-10 12-31-10.pdf](#)

Minutes:

Item 7

7. [2009-2010 Annual Financial Audits for Charter Schools](#)

Item 8

8. [2009-2010 Annual Accountability Reports for Charter Schools](#)

Attachment: [1Annual Reports Combined.pdf](#)

Adjournment

The Work Session adjourned at 9:30 AM. Minutes were approved the 22nd day of February, 2011.

Kay Fields, Board Chair

Sherrie B. Nickell, Ed. D, Superintendent