

02 19 2013 Work Session 8 30 AM

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

New Business

1. [8:30 - 8:40 AM School Board Comments](#)

Minutes:

Mrs. Wright asked for a status update as there are only 18 months left before the first baseline assessment for the Partnership for Assessment of Readiness for College and Career (PARCC) date. She also suggested we have town hall meetings around the District to make parents and community members aware of potential upcoming changes. She would like to have consideration for having Work Sessions and Board Meetings in other locations throughout the District.

Discussion ensued regarding public meetings and consensus was reached to conduct 3-4 town hall style meetings around the District. Dr. Stewart will work with Pat McManus to schedule.

The Superintendent said we have hard decisions to make regarding budget and raises for employees that did not receive one, the time frame is growing short.

Mrs. Fields said she continues to see the need to discuss the FADSS report. She said the Superintendent is moving forward with decisions based on FADSS report recommendations, but she feels some things should be put on hold until we get a new Superintendent. Dr. Stewart said he will have an item placed on the March 19, 2013 School Board Work Session agenda. Mr. Berryman suggested a special work session regarding FADSS recommendations prior to March 19. Mrs. McManus will look at the possibility of scheduling a Special Work Session on March 12. Discussion on the need for a Special Work Session ensued and consensus was reached to find a suitable date for a Special Work Session to discuss the FADSS report. Dr. Stewart said he was not aware that the report was not formally presented to the Board. The Special Work Session was scheduled for 1:00-4:00 PM on Tuesday, February 26, 2013.

Mr. Mullenax provided an update on the Curriculum Committee's progress.

2. [8:40 - 8:50 AM Update on Superintendent Search](#)

Minutes:

No new information was available. It is believed that applicants could be waiting until the last possible date to apply due to sunshine requirements.

3. [8:50 - 9:00 AM Performance Evaluations - Director Internal Auditor and School Board Attorney](#)

Attachment: [PERFORMANCE EVALUTION - DIRECTOR INTERNAL AUDIT.pdf](#)

Attachment: [Atty Performance Evaluation Draft 2-5-13.pdf](#)

Minutes:

Mr. Mullenax provided a format for the General Counsel evaluation to the Board. Mrs. Sellers will work with Attorney Bridges and Mrs. Phelps to further update the form. Consensus was reached for each bulleted item to be rated. Attorney Bridges suggested that prior to his evaluation he provide the Board an evaluation memorandum to apprise them of happenings they do not have the opportunity to witness.

Mrs. Cunningham feels the timing is the issue rather than a six month notice maybe a 60 day notice of renewal. Currently June 1st is the deadline to complete the evaluation. The contract issue will be addressed after that.

Mr. Berryman raised the issue of the amount we are spending on outside attorneys. He had a conversation with Dr. Blanton, who said they can come in and review how the District is handling our legal matters and what is done in house and what is farmed out. The cost would be approximately \$3,000 - \$4,000. Mrs. Sellers will speak to Dr. Blanton and request a proposal. Mr. Berryman reiterated his perception of a serious conflict of interest regarding Attorney Bridges and Mrs. Carolyn Bridges. He thinks the \$103,000 spent on charter school issues last year is inexcusable. Dr. Stewart said he will remove the conflict. He said Mrs. Bridges is willing to accept an assignment at the same level in an effort to remove the perceived conflict. Mrs. Fields feels that would be unfortunate as Mrs. Bridges is a respected charter school expert state wide and throughout the United States.

Board Agenda Review

4. [9:00 - 9:10 AM Review School Board Agenda of February 19, 2013](#)

Attachment: [02 19 13 Revised School Board Agenda.pdf](#)

Minutes:

C-69 Mr. Harris asked why this item was being brought forth outside the normal rotation schedule. Mr. Rivers said it was due to other work being done at the school, it made sense to make all the improvements at one time.

R-80 Mrs. Wright asked for the Superintendent's reasoning behind moving Professional Development to Human Resources. Dr. Stewart said it is an HR function and should be under HR.

E-78 Mr. Berryman asked what processes are in place to prevent such a large amount. Mr. Grey said the amount is for nine years.

C-70 Mrs. Wright pulled this item and requested a roll call vote and discussion. Mr. Berryman asked if there was need to vote. Attorney Bridges said it is outside the norm and suggested a vote.

C-74 Mr. Mullenax requested this item be tabled. He questioned why we are buying 10% extra if we do not anticipate 10% growth. The Superintendent pulled the item.

R-83 Boswell & Dunlap contract was approved by the Board in letter format, a more formal contract format is needed. The 15-20% increase is a ballpark estimate by Attorney Bridges. Mrs. Cunningham asked for quarterly updates on legal fees.

Discussion

Item 5

5. [9:10 - 10:00 AM Budget Update](#)

Attachment: [Additional Cost Items for 2013-2014.pdf](#)

Attachment: [Budget Reduction Suggestions - February 19 2013.pdf](#)

Minutes:

Prior to the Budget Update, Dr. Stewart asked Mr. Dunn to provide a review of the reappointment process and time lines.

Mr. Grey provided a budget update.

Dr. Stewart does not recommend a raise be given to the additional two employee groups (AFSCME and non-union District Office staff). Mrs. Sellers does not agree, she said her expectation was that everyone would receive a raise. Mrs. Fields asked what our options are. The Superintendent said the funds would have to be taken from the reserves which would put our bond rating in jeopardy and we would have to cut that amount to continue the raise for the 13-14 school year. The reserves would still be healthy but not as healthy, we would be in danger of dropping below the 5% policy we

adopted. Mr. Grey said our variable rate debt costs could increase due to a drop in reserves. Mrs. Fields asked about the projected increase in FTE. Mr. Grey said the projected increase would be very small. Mr. Berryman asked for a complete review of where we are on the unrestricted reserves. He understood we would still be around 5%. Mrs. Cunningham agrees with Mr. Berryman and would like to see the whole picture before a decision is made.

Mr. Grey stated that all of the reduction items have remained the same except Item 5.

Mr. Harris had a question on Item 9, concerned about the lack of specificity. At the request of the Board, Mr. Rivers has spoken to the affected individuals. Specifics will be presented to the Board at the March 19th Work Session. Mr. Rivers stated that the issue of the department being overly compartmentalized was identified in the FADSS study.

Mrs. Sellers raised the issue of the potential for funds to be generated by charging for use of our facilities.

Item 6

6. [10:00 - 10:10 AM BREAK](#)

Item 7

7. [10:10 - 10:30 AM Self Insured Health Plan - Fund Balance Recommendation](#)

Attachment: [Work Session 021913 FB Self Ins.pdf](#)

Minutes: Ms. Curts stated she did a very detailed analysis, and in looking at the trend she believes our fund balance will remain at 5% or slightly above as of June 30th. She feels we can safely take \$5M from fund balance to sure up the self insurance plan. Her proposal is to retroactively increase the board contribution for the period January through June, 2013. This action could be reversed if we needed to, but she does not anticipate this. Dr. Stewart asked Ms. Capozziello, President of the Polk Education Association, if this had been discussed with her. She said it had and that PEA endorses this concept. The Superintendent also called on Mr. Milhorn, AFSCME President, who confirmed that he was also in agreement but not at the expense of a raise to his members. Ms. Curts said on March 19th once the figures have been received from the actuary, we will be better able to determine the need for employee contributions which would then need to be negotiated. Mrs. Myers

will be presenting a three to four year plan to the Board at the March 19th Work Session to get the reserves back up to 60 days.

Item 8

8. [10:30 - 10:40 AM Presentation on Tobacco Free Polk Schools](#)

Attachment: [Tobacco Free Polk Schools Presentation 2-19-13 WS.pdf](#)

Minutes:

Mr. Dunn and Mrs. Zimmerman provided an update on the new Tobacco Free Policy. Mr. Dunn said this comes at the recommendation of the Superintendent and NEOLA. Polk County School Board will move to a tobacco free environment. Mrs. Zimmerman is seeking support from the Board and intends to provide a wide range of communication on the new policy. Consensus was received from the Board.

Item 9

9. [10:40 - 10:50 AM - Internal Accounts Annual Reports for the Year Ended June 30, 2012](#)

Attachment: [SBPC Internal Accounts Report Final.pdf](#)

Attachment: [2011-2012 Cover, Fin Stmt, Notes, Supp Info.pdf](#)

Minutes:

Jennifer Murtha and Clara Ewing of McGladrey, LLP, our internal auditing firm, provided the Board with an overview and summary of findings in the Internal Accounts audit dated June 30, 2012.

Item 10

10. ~~10:50 - 11:00 AM Testing Committee Recommendations~~

Attachment: ~~Testing Committee Recommendations 2-8-13.pdf~~

Item 11

11. [11:00 - 11:10 AM Proposed 2013-2014 School Calendar](#)

Attachment: [2013-14 Calendar - WS Executive Summary.pdf](#)

Attachment: [2013-2014 Proposed School Calendar.pdf](#)

Minutes:

Mr. Farinas provided an update on the school calendar.

Information

Item 12

12. [Public Awareness Plan Update](#)

Attachment: [Tentative Plan Public Awareness Campaign Handout EAgenda.pdf](#)

Attachment: [Public Awareness Campaign Task Force Members.pdf](#)

Item 13

13. [Financial Statements for December 2012](#)

Attachment: [Dec 2012 Financial Packet.pdf](#)

Item 14

14. [Overview of Proposed Magnet Schools Assistance Program Grant](#)

Attachment: [msap 2-19-13 work session discussion.pdf](#)

Item 15

15. [Contract Modification for Montessori Middle School](#)

Attachment: [WS Contract Modification 2.19.13.pdf](#)

Item 16

16. [2011-2012 Annual Financial Audits for Charter Schools](#)

Attachment: [WS Annual Audits 2.19.13.pdf](#)

Item 17

17. [2011-2012 Annual Report for Charter Schools](#)

Attachment: [Annual Report Work Session 2.19.13.pdf](#)

Item 18

18. [Women and Minority Business Enterprise Semi-Annual Report](#)

Attachment: [Semi annual summary 7-1 12-31-12 \(3\).pdf](#)

Item 19

19. [Head Start Services Summary](#)

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

Attachment: [12HSA BUDGET REPORT BOARD MEETING 12-31-12.pdf](#)

Item 20

20. [Summerlin Academy Roy Gallemore Submariner Memorial](#)

Attachment: [Roy H Gallemore Submarine memorial.pdf](#)

Attachment: [SAC Letter of Approval for WWII Memorial.pdf](#)

Attachment: [SAC MEETING FOR BHS 1 30 minutes to school board.pdf](#)

Adjournment

Meeting adjourned at 12:05 PM. Minutes approved and attested this 9th day of April, 2013.

Hazel Sellers, Board Chair

John A. Stewart, Ed.D., Superintendent