

06 19 2018 Work Session 12 30 PM

DISCUSSION ITEMS

Item 1

1. [12:30 - 12:45 PM Edward W. Bok Academy North Charter Contract](#)

Attachment: [WS Summary - Initial Charter Contract for Edward W. Bok Academy North.pdf](#)

Attachment: [W.S. 6.19.18 Bok North Contract Substantive Changes Summary.pdf](#)

Attachment: [Edward W. Bok Academy North Contract Draft 2018-2023 IEPC-SC \(v3\).pdf](#)

Minutes:

Melissa Brady, Director of Charter School Division, presented the BOK North contract. The school may provide enrollment preferences as allowed in section 1002.33(10), Florida Statutes and may limit the enrollment process to target specific student populations as set forth in section 1002.33(10)(e), Florida Statutes. For the term of this contract, the targeted student population will be those students residing within a reasonable distance from the school. No students living outside of the defined reasonable distance shall be accepted until 100% of the students living within a reasonable distance are accepted. Reasonable distance will be defined as the former Lake Wales High School zone as depicted in the District's attendance zone map. The school may also give preferences to the student population identified in the provisions of section 1002.33(10)(d) as described in the approved application. The school will primarily focus recruitment to all segments of the Lake Wales community.

The district will monitor the progress of the school enrollment through the October survey. The Charter office will ask for information on November 1st of each year.

Item 2

2. [12:45 - 1:00 PM Language & Literacy Academy for Learning Charter Contract](#)

Attachment: [Language and Literacy Academy for Learning Contract Draft 2018-2023 IEPC-SC \(v3\).pdf](#)

Attachment: [WS Summary - Initial Charter Contract for Language & Literacy Academy for Learning.pdf](#)

Minutes:

Melissa Brady, Director of Charter Schools, stated the Language and Literacy Academy plans to open in August, 2018. The private school that was located at the same site, Our Career Centered Academy, has closed and will open at a new location to meet the needs of high school students. It no longer has any affiliation with the Language and Literacy Academy. OCCA has opened as a Florida not-for-profit and is applying for 5013C status.

Item 3

3. [1:00 - 1:20 PM Mental Health Plan \(Draft\)](#)

Attachment: [Mental Health Plan for SB 7026\(2\).pdf](#)

Minutes:

Dr. Kimberly Steinke, Associate Superintendent of Learning Support, presented a draft of the Mental Health Plan. The plan will provide great opportunities for children and staff.

- The plan has to meet the legislative requirements of SB 7026
- Requires providing increased access to mental health services for our students
- Increased professional development and support for teachers, administrators, and other support staff in the areas of threat and risk assessment
- Polk received \$2 million to provide mental health assessments for students and coordinate those services; identify students that are troubled and at risk; provide services and safety through prevention and intervention; provide awareness training and staff development; Tier II support; intensive very detailed support; coordination and collaboration
- Charter schools proportionate share, \$360,911
- Direct service providers include: SEDNET, Winter Haven Hospital Center for Behavioral Health, Peace River Center, Tri-County Human Services, Polk Vision, and Heartland for Children.
- Plan budget will include 18 new positions.

Mrs. Byrd stated there is a larger group of children in elementary with issues. Mrs. Sellers asked if a charter school wanted to add their funds with ours, can they do so and be served by our plan? Dr. Steinke responded that is a question for DOE; right now they have to provide their on plan.

Mrs. Cunningham is troubled that there are no programs located on the east

side of the county.

The plan will be submitted for board approval on July 31, 2018 and submitted to DOE in August.

Item 4

4. [1:20 - 1:35 PM Florida Blue Amendment](#)

Attachment: [June 19 FB renewal.pdf](#)

Attachment: [Final Renewal Offer Letter.pdf](#)

Attachment: [RB Outline of FB and BCBSAL proposal-2.pdf](#)

Minutes:

CFO Mike Perrone, Michael Warner with Florida Blue, and Jan Bush, BCBS, provided information on BCBS Alabama's proposal. Florida Blue is proposing PCSB participate in a strategic partnership with BCBS of Alabama to provide enhanced administrative services.

Current contract with Florida Blue will continue through December 31, 2020.

Florida Blue will continue to provide health plan oversight but will outsource to BCBS of Alabama several administrative actions: Plan administration, eligibility and clinical management.

- Proposal will reduce administrative fees through 12/31/21
- Reduction of \$2 per subscriber (\$29.80) for approximate \$850,000 over the 3 years.
- Florida Blue will provide a \$25,000 implementation credit to off-set any potential costs associated with the transition.
- Same networks, same discounts, same providers, etc.
- BCBSAL has onsite Pharmacy and Behavioral Health professionals enhancing real-time collaboration on member care and performance improvement.
- Have more resources on site: Prime Therapeutics new pharmacy program.
- Continue capitated arrangement with Quest for members using the PCSB Employee Health Clinics. This results in an approximate annual savings of \$1 million.
- All of the value-added services in the ASP will continue: \$100,000 annual wellness fund; onsite and dedicated service resources; health improvement programs and access to fully insured Medicare Advantage program through Florida Blue.
- Amend current contract to reflect the reduced fees and administrative enhancements in the new contract.
- Extend proposed contracted services and fees through December 31, 2021.
- Begin the implementation process to ensure successful transition effective January 1, 2019.

Item 5

5. [1:35 - 2:00 PM FY18-19 Budget Discussion](#)

Minutes:

Mike Perrone, CFO, and Jason Pitts, Senior Director of Finance, provided an update on the 4th calculation. The district received approximately \$1.5 additional funds from the February FTE count.

Mr. Pitts stated there are more recurring expenses than recurring revenue. We will begin the 2018-19 school year with approximately \$845 million in the general fund. Options being discussed as cost saving measures include reducing positions at both district and school level; increase class size to reduce transportation costs; 6 period schedule. Funds were also set aside to assist the health plan. It is anticipated the district will begin the school year with a 3% fund balance and end close to 4.8%.

Mr. Harris made several recommendations. Historically the district made it known that positions within grants will end when the grant expires; this budget absorbs \$7.8 million dollars worth of positions rather than eliminating them when the grant ends. He also recommended that the secondary schools return to a 6-period day. Thirdly, the \$15 million set aside to assist the health plan is coming from the employer; it is time we shift a portion of the insurance costs to the employees.

Mr. Perrone responded that the Title 1 positions were critical for our most vulnerable schools. To benefit the students, it was felt the positions should be funded. On the schedule change, it was too late in the planning process; the schools had already set class schedules. In regards to the cost of insurance, we continue to negotiate plan changes and employee contributions.

Mrs. Fields asked if the reorganization of school district resources is looking at all departments. Mr. Perrone stated it was looking at all areas. You'll see where the reductions are when the Staffing Plan is presented in July. The amount also includes cancelling the Bartow Air Base lease. Mrs. Fields is concerned on how much more can be cut yet continue to give our children the quality education that they deserve.

Item 6

6. [2:00 - 2:20 PM Update on Transportation Operations Training](#)

Minutes:

Assistant Superintendent of Support Services, Rob Davis, provided an update

on on training of staff. Previously, training for basic CPR and First Aid were conducted by Ridge Technical Center using a DOE curriculum for all school bus drivers. Unfortunately, FTE funding was eliminated.

Presently, school bus drivers and attendants are required to have 40 hours of classroom training, which includes CPR and First Aid and 8 hours of CDL training. It is mandated that they have at least 8 hours of in-service training each year. Annually, we provide 12 hours of in-service training, which covers First Aid and CPR.

Every bus has an Emergency Quick Guide along with various supplies and equipment needed to accommodate any incident. Vaughn Belcher stated that they have pinpointed the areas where training is needed such as Behavioral Intervention, Special Needs Equipment, Student Behaviors, and Emergency Records etc.

Mr. Davis stated that an ESE form goes home for parents to provide bus drivers information or instructions on the special needs of their child. It also states if the child can be left alone or not. Also, created in 2012, was the Emergency Quick Guide for bus drivers, which has step-by-step instructions for any crisis situation. Drivers and attendants can utilize their cell phone to call 911. If there is no cell phone available, they are instructed to call dispatch. Additional Dexterity training has been added to the annual training and 2 hours of Collaboration School Training has been added each semester. This will be to collaborate with school staff to determine the needs of certain students. In the future, there will be hands on CPR training dealing with compressions only. There are 10 hands on mannequins with the use of AED's.

Mr. Davis stated that in some cases there are LPN's riding on the bus with ESE students.

Mrs. Fields asked what are we doing to rectify not having cell phones or a way to call 911 on the bus? Mr. Davis responded buses have 2-way radios that can be utilized to call the dispatcher. They can also get additional cell phones without service plans that can be used solely for 911 at no extra cost to the district.

Mrs. Reynolds asked if the kits would be donated. Mr. Davis stated that he looked into this option..

Item 7

7. [2:20 - 2:35 PM Code of Student Conduct](#)

Attachment: [BOARD VERSION W. CHANGES.pdf](#)

Attachment: [BOARD VERSION.pdf](#)

Attachment: [Code 2018 Change Sheet.pdf](#)

Attachment: [Code of Conduct Committee List.pdf](#)

Minutes:

Brett Butler, Director of Discipline, reported on the changes made to the Code of Conduct.

Student ID badges are now required in grades 6-12 at all times. Mr. Butler mentioned that the mental health changes were made to reflect the new mental health program.

Item 8

8. [2:35 - 2:50 PM Policy Updates](#)

Attachment: [Staff Policy Docs June 19 2018 Wk Session.pdf](#)

Attachment: [Staff Policy Recs Summary June 19 2018 Wk Session.pdf](#)

Attachment: [Neola policy updates summary 6-19-18 wk session.pdf](#)

Attachment: [Neola policy updates Docs 6-19-18 wk session.pdf](#)

Minutes:

Wendy Dodge, Legislative Liaison, presented three new policy updates.

- Increase of vacation hours that can be rolled over at the end of the year
- Neola Federal grants procurement policy added language about minority outreach
- School Nutrition Program

Item 9

9. [2:50 - 3:00 PM Florida Educational Equity Act Annual Update](#)

Attachment: [Executive Summary \(Annual Equity Update\) 06.19.18.pdf](#)

Attachment: [2017-18 Annual Equity Report Draft 06.19.18.pdf](#)

Minutes:

Teddra Porteous, Associate Superintendent of Human Resources, provided information on the Equity Report. To meet FLDOE requirements, the district added language that the lack of English language will not be a barrier to admission to CTE programs.

We have had an increased in Hispanic students in ACE and IB students; all others categories have decreased.

Mr. Townsend commented on the percentage of our Hispanic population compared to the percentage of our Hispanic administrators and asked what are we doing to drive that to develop Hispanic administrators.

Item 10

10. [3:00 - 3:20 PM EXECUTIVE SESSION](#)

INFORMATION ITEMS

Item 10

11. [IDEA Part B, Federal Entitlement and PreK Grant 2018-2019](#)

Attachment: [IDEA Grant Summary Information SY19.pdf](#)

Attachment: [IDEA Grant.pdf](#)

Attachment: [Budget-Impact-Analysis-18-19.pdf](#)

Attachment: [IDEA cover statement 2019.pdf](#)

Item 11

12. [Perkins Post Secondary Continuation Grant \\$138,853](#)

Attachment: [POLK16-19TEACHERContractBoardapproval1-23-18.pdf](#)

Attachment: [Perkins post secondary continuation grant 18-19 executive summary.pdf](#)

Attachment: [Perkins Post-Secondary Budget-Impact-Analysis-2018-19.pdf](#)

Attachment: [Job Description TRST.pdf](#)

Item 12

13. [Farmworker Career Development Grant \\$403,655](#)

Attachment: [Farmworkers Budget Impact 2018-2019.pdf](#)

Attachment: [Farmworkers Board Summary 2018-2019.pdf](#)

Item 13

14. [Carl D. Perkins Secondary Continuation Grant Application \\$1,139,375](#)

Attachment: [EAgenda Support Documents for Perkins Grant.pdf](#)

Item 14

15. [Community Eligibility Provision 2018-2019 School Year](#)

Attachment: [CEP Proposal 2018-2019.pdf](#)

Item 15

16. [Financial Statements for the period ending April 30, 2018.](#)

Attachment: [April 2018 Board Financial Packet.pdf](#)

BOARD AGENDA REVIEW

17. [3:00 - 3:10 PM Review the June 19, 2018 School Board Agenda](#)

Attachment: [06 19 18 School Board Agenda.pdf](#)

Minutes:

C-4: Polk Pride Proclamation

Mrs. Sellers stated the Polk Pride Proclamation is causing more division than unity. She supports all students and doesn't believe there is a need to single out a group for a special proclamation. Mr. Harris agreed and doesn't support it being on the agenda.

Mr. Townsend is to read the proclamation.

C 66-70: Human Resource Personnel Recommendations

Mr. Townsend requested all personnel recommendations be pulled for separate votes. He is unsatisfied in how they are handled; and, until he sees consistent reform, he will vote against every one of them.

R-77: Lincoln Academy Land Donation

Mr. Harris asked how a PTO acquired the property and why would we accept non-contiguous property.

Angela Usher, Assistant Superintendent of Facilities, reported the PTO purchased the property to provide parking for staff at Lincoln. There is a walkway from the property, which is across the street, to the school.

C-70: Community Eligibility Provisions

Mr. Harris asked why some schools were highlighted. It was explained there were 13 schools added to the eligibility plan. Mr. Harris is opposed to providing free meals to students whose family can well afford it.

R-80: 2018-2019 Charter School Projected Enrollment

Mrs. Sellers and Mrs. Cunningham will support Polk Avenue's request for 10 additional seats.

OLD BUSINESS

NEW BUSINESS

18. [3:10 - 3:30 PM School Board Comments](#)

Minutes:

Mrs. Cunningham reported a replacement is needed for the FSBA Board of Directors and the FSBA Legislative Committee. Currently, Mrs. Sellers serves on both. Ms. Reynolds volunteered to serve on the FSBA Legislative Committee and Mr. Townsend as the Alternate.

Ms. Reynolds announced that she will be participating in the Celebrity Lip Sync Battle on October 10th and is looking for back up dancers.

Mr. Townsend has questions on the K-12 contract. He stated that he has received fragments of information and is unable to rule out the possibility that former Deputy Superintendent John Small tried to circumvent the Board to create a contract with his new employer. He stated that Marc Hutek commented that John Small told him to sign the \$1.8 million dollar sales quote and that he went to the superintendent after he became concerned with what he had signed. K-12 tried to bill the district on that contract and sent a press release for Marc Hutek to sign. There is a complete lack of communication. I will write letter to State Attorney's office for an investigation. He asked the Board to join with him in the letter.

Ms. Fields will not ask for an investigation. Mrs. Sellers stated that there is no signed contract; it was a quote; there is no issue that she is aware of. District staff do meet with vendors and negotiate terms. Mr. Townsend said this is problematic and wants the issue cleared.

Mrs. Cunningham commented that the online education program has been place since 2009. There is no contract; it is a pay as you go system. Mr. Townsend stated then there should be no problem in having it reviewed by the State Attorney.

Mrs. Byrd stated that when Dr. Hutek brought this to her in late October, he stated it was a sales quote. At that time the company was saying it was a contract. Marc Hutek cannot sign a contract nor is the district bound to a contract unless it has been signed by the superintendent or approved by the Board. She told Marc the vendor needed to know that, as the Superintendent of Polk County Schools, there is no contract; her signature was not on a contract nor had it been presented to the Board. We are invoiced at the end of the year only for students that used their program. She explained all of this in her letter to Mr. Townsend. Mr. Townsend stated he is interested in John Small's actions. Mrs. Byrd suggested he contact Mr. Small.

Mrs. Fields commented that as a member of the Board she is not interested in signing a letter to the State Attorney's office. For the past year she has listened to Mr. Townsend claim the Board is incompetent. She is tired of it and him badgering the Board. As a Board we have to take a stand. If we are not careful, we will be without a Superintendent. She doesn't appreciate the lies, stories, and accusations being told by Mr. Townsend.

Mrs. Sellers believes Superintendent Byrd has addressed the issue and doesn't understand where Mr. Townsend gets his information because nothing was brought to the Board. In his articles, Mr. Townsend undermines the superintendent and questions her integrity.

On another matter, Mr. Townsend stated he asked the Superintendent in September in regards to the Looney investigations. He was specific about the kind of review he wanted and to begin reforms to make the climate better for staff. The Superintendent and Mr. Bridges said that they would move forward but evidently changed their minds without notifying him. He believes this institution has no credibility on this issue and is unsatisfied on how this institution works. Mrs. Cunningham asked Mr. Townsend what is he looking for. He wants an outside investigation on the Looney issue and the institutional behavior of the Looneys going back 10 years. He wants the investigator to be someone not associated with the district.

Mrs. Cunningham stated, that as one board member, she would need to know the cost of this investigation before going forward. This would need to be a Board decision. Mrs. Sellers believes that the scope of responsibility is that of the superintendent - not the Board's. We discussing a situation that was investigated, then an outside investigation was performed at the request of Mr. Townsend and now he has requested another outside investigation. This is not within the duties and responsibilities of a school board. As far as she is concerned, this issue has been addressed.

Ms. Reynolds asked how much time has been spent by staff on requests by board members since the last board meeting. Mrs. Byrd responded that on one request there were multiple departments working 10-30 hours. Ms. Reynolds asked when a request is to be brought to the Board for consensus. Mr. Bridges stated that if a request will take an extraordinary amount of staff time, the superintendent can ask consensus from the Board before going forward. Ms. Reynolds would like to see the process upheld. It was noted that the Board has a policy in place to address Board Member requests. Mrs. Byrd will have a copy provided to the board members.

Meeting was adjourned at 4:42 PM. Minutes were approved and attested this 31st day of July, 2018.

Lynn Wilson, Board Chair

Jacqueline M. Byrd, Superintendent