

## 06 22 2010 Work Session

### New Business

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

Minutes:

Mrs. Sellers requested the Board schedule a discussion on plans to place a tax levy on the ballot. She suggested that a specific area of need be identified for the additional funds.

Dr. McKinzie reported to the Board that today's Work Session item, Discovery Education Assessment contract in the amount of \$750,000, has been placed on the School Board agenda for approval. The Board gave consensus to have the emergency item added to the School Board agenda.

### Board Agenda Review

2. [12:40 - 1:15 PM Review Agenda of June 22, 2010 School Board Meeting](#)

Attachment: [06 22 10 School Board Agenda Revised.pdf](#)

Minutes:

- C-13: Modification to Janie Howard Wilson Elementary Charter Contract to remove Pre-K program.

Mrs. Sellers asked why the school wanted to have the program removed. Mrs. Bridges reported that the school has several pre-k programs and requested the HeadStart program be eliminated. Matti Friedt reported the program will be relocated to a new site. If the school decides they want this program back, they will be responsible for the overseeing of the program, not the District.

3. [1:15 - 1:30 PM BREAK](#)

Discussion

Item 4

4. [1:30 - 2:00 PM Tentative Budget Discussion](#)

Minutes:

Carolyn Bridges, Audra Curts, and Mark Grey provided information regarding 2010 budget concerns. The District will have a \$1.4 million reduction in revenue due to the recent Legislative change in the 5% Charter Services Fee. The District can no longer afford to provide services beyond what is required by statute.

Tentative Budget Overview (preliminary) 2010-11.

- FEFP (based on final conference report) - \$29.7 Billion in property values; down about \$1.7 million.

After property values are approved on July 1st, DOE will set the millage rate. There is a significant difference in the DOE's property value versus the local tax authority (less). DOE should increase the millage rate which gives the appearance of a tax increase; however, in fact with the lower property value, the tax bill is usually less. We will not know the results until around of July 20th.

Our property values are down 14%, other districts are down more. The state will need to look at the entire state as a whole before they can make any decisions.

- Our total revenue is up about \$30 million due to FEFP numbers.
- All the stimulus dollars that comes in has indirect cost that we receive for handling those grants.
- Under school personnel there is an increase that is largely due to the pay raises, not extra people.
- School budget allocations have changed little due to student enrollment. The career centers, charter, and DJJ allocations are up almost \$10 million due to student enrollment and the 5% administrative cost.
- In most places we have gone down or held department allocations. We

- had no departmental capital outlay last year.
- For property insurance we were able to appropriate the local capital improvement millage, (the 1.5 mill levy you can appropriate for property insurance premiums but only up to the amount of a one time, single appropriation that you have in your budget, i.e. that line that says department capital outlay, that is how much money we can use to offset our insurance premium. So while our insurance premiums may be \$2.4 million we can only take \$479,000 to cover it.
- Fund balance looks dramatically different than it did a year ago. There are many more fund balances that we are required to maintain this year. Non refundable fund balance - we are required to have a fund balance to offset the inventory that we carry in all of our warehouses. Restricted funds can only be spent on very specific things, performance pay can only be used for schools that earn performance pay, McKay Scholarships are the same, so are grants and Workforce Development. Committed fund balance is our COPS money that we received up front for an advanced refunding we received in 2003 or 2005. We have restricted that money so that in the event, come January 1, 2011, there is an auction that can be elected at that point in time by Citi Group, the odds are they will elect to enter into that swap. So we will have to make a choice this fall whether or not to buy out that swaption or refund those bonds. This money is in the event that if we decide to buy out that swaption, we would utilize those funds. The termination payment would be around \$6 - \$22 million dollars to terminate the swap. It is probable we will refund those bonds.
- The Contingency Reserve, there is no legal contingency for this fund.
- 62% of the proposed budget is school personnel directed; 13.48% are department personnel (includes bus drivers, maintenance workers, District Office Staff, etc.) general funds; does not include grant funded personnel; Title I, IDEA, or HeadStart employees.

Frank O'Reilly asked for an update on the issue of charter schools not having to meet class size.

Mrs. Sellers reported that the discussion at Florida School Boards Association (FSBA) was to wait for the result of the general election to see if the amendment passes that would allow us to use school by class size rather than class by class. If it doesn't pass, FSBA will file litigation to be treated the same as other public schools that happen to be charter.

Mark stated that charters also receive the same Basic Student Allocation of class size regulations as school districts but are not required to meet it.

- Mark voiced concern in the area of capital outlay. Funding is not available to replace buses, computers, or the white fleet for the second or third year. He would like to borrow \$10,000,000 - \$11,000,000 to purchase 50 buses and new computers as well as computer service and storage.
- Carolyn Bridges distributed information on the 5% Administrative Fee Proposed Legislation. Larger charter schools will pay less per student

than the smaller charter schools. Of the 401 charter schools within the State, Polk County has the only one that meets the requirements of the new Florida Statute 1002.33: the Lake Wales Charter Schools. This legislation reduces the 5% administrative fee of the first 500 students of each of the charter schools to the first 500 of the charter system.

Services we are required to provide:

- Monitoring of K12 when adopted by charter school
- Contract development, modification, appeals, and negotiations
- Renewals/terminations
- Review of audits
- Liquidation of assets after expiration/termination
- Archives and maintains copies
- Safety inspections
- Fixed assets/inventory
- Monitor monthly finance reports
- Capital outlay monitoring
- Monitoring start-up grants
- Student records and disposition
- Monitor corrective action plans/ financial statement
- Monitor compliance with contract, state, and federal requirements
- Site visits
- Application review
- Charter School meetings to share new mandates pertinent to instruction and charter law
- Monitor to ensure FTE is completed
- User access to input staff survey data in external file
- Reports on student data
- Access to TIS correction window
- Longitudinal and comparative data
- Provide FTE reports quarterly
- Monitoring FTE
- Access to connectivity hardware/software to facilitate reporting
- Reporting SES to state
- Access to state reported data student performance
- Capture and report charter school demographic data for DOE
- Monitoring 504 implementation
- Develop and monitor corrective action plans for charter schools not complying with ESE IDEA requirements
- ESE specialist training
- Monitor matrix
- Complete matrix
- LEA training
- ESOL compliance
- ESE specialist training
- ESOL specialist training
- Comparable school report

- FCAT testing
- Notification of delivery and pickup of assessments
- Assessment training
- CELLA
- Receipt and notification of FCAT irregularities
- FAA
- FLKRS
- Training for on line end of course algebra
- Membership and assessment fixes
- Process FRL application
- Access to bulk purchasing
- Processing and monitoring of teacher certification
- Access to professional development through Title IIa
- Review of fingerprint background checks for teachers and board members.
- E-mail accounts - limit to 5 per schools
- Training on Genesis
- Documentation on Genesis
- Monitoring student transcripts
- Permanent Records Training
- Permanent Records Correction
- FTE projections
- FTE verification
- FTE transmission to DOE
- Student Information Corrections
- Posting of test scores
- Monitors Genesis access
- Genesis reports assistance
- Next Center Assistance
- Records destruction
- Records management
- Network Maintenance
- To assure that transportation is not a barrier to student enrollment, the district will continue to provide transportation for those students the district is currently transporting on behalf of charter schools until January 1, 2011.
- To assure that transportation is not a barrier to student enrollment, the district will continue to provide bus inspections, maintenance, fuel, and training until August 1, 2010.
- Review applications, modifications and renewals for evidence of thoughtful appropriate planning and reasonable implementation processes for these plans
- Provide planning and consultation for selection of transportation options and route development for yellow bus service option
- Provide contact information for JTA bus passes, common carrier list and existing DCPS bus contractors
- Provide training of FEFP data collection, and services for reporting and processing data for state funding

- Make site visits to conduct annual bus audits to insure drivers have required documentation on the bus along with all checklist items, and to observe loading and unloading procedures.
- Monitor for state mandated requirements in preparation for periodic DOE visits. Items include: school bus evacuation drills, school bus loading zones, school bus operating licensure and qualifications, school bus inspection records, special needs compliance, and required policies and procedures such as reduced idling.

Services PCSB currently provides above and beyond required services.

- Curriculum support meeting
- Principal, AP training
- Participation in venues such as: all county groups, art venues, academic tournaments, science fair, recognitions, etc.
- ESOL, reading endorsement training and consultation
- Address parent concerns and questions beyond contract requirements
- Student progression/retention (good cause exemptions)
- Provide the training and support for reporting
- Survey trial runs and assistance with error checking and correction
- Reports on student data
- Access to TIS with training
- Climate survey
- Longitudinal and comparative data
- Provide training and assistance with 504 implementation
- Allow charters to utilize electronic IED purchased by district
- ESE on site consultants
- RtI training
- Troubleshoot ESE issues
- Audiologists
- 504 training
- Generate reports (test administration services)
- Progress monitoring
- Investigating FCAT security breaches
- AP testing
- Delivery and pickup of assessments
- Data reporting and analyzed results
- SAT 10
- Tech support for on-line assessments
- Benchmark assessments (progress monitoring)
- Access to districts IDEAS
- Data Day
- Non-Title I SIP Training
- 3rd grade achievement level 1 SAT 10 summer/May assessment
- Portfolio C (High Level 1)
- District end of course
- Non-mandatory training
- Parent notifications

- Account meal support
- Access to bulk purchasing deliveries
- Assistance in the design and development of cafeteria and kitchens for new charters
- Training for cafeteria personnel and managers
- Provide lunches from district schools as delivery for charter schools
- Provide surplus equipment from warehouse
- Employment of food service employees at charters (for actual cost)
- Provide technical assistance to charter schools as they develop lunch programs
- Commodity distribution and processing services
- Nutritional analysis and allergen information for meals
- Provide uniform to Food Service Employees
- Process employment applications
- Conduct orientation for new substitutes
- Teacher interview day - recruitment
- District new teacher training
- Charters are included in district new teacher training
- In-service training
- Post charter school openings on website
- Provide follow up and specific information related to individual teacher certification issues.
- Evaluate transcripts and documents to determine if individual teachers and applicants are highly qualified, certified.
- Provide district evaluation and process instruments
- Posters related to charter schools posted in HR lobby
- Training health personnel
- Charter positions posted on PATS system
- Assist with substitutes
- Tracking in service points
- "Letters of Concern, probation, etc" for HA, in field
- Reading endorsement
- Summer reading camp
- Email accounts - beyond 5 per schools
- Hardware support for copiers/printers
- Hardware support for A/V equipment
- Sophos Antivirus
- Telephone programming, moves, adds, changes
- Data wiring installation and maintenance
- TV wiring installation and maintenance
- CCTV Security camera installation and maintenance
- Wireless network installation and maintenance
- Projector/projector screen/smartboard installation and maintenance
- Technology coach program
- Technology professional development and proficiencies
- Technology grants
- Odyssey professional development/troubleshooting
- Inventory of Teacher Technology Skills

- ITV Workshops
- Guidance of new purchases/studio design/and remodeling
- Video award participation
- Print report cards
- Print student reports
- Help desk support calls and emails
- Web hosting/design/support
- Bright Future transcripts
- Talented 20 Transmissions
- Scheduling assistance
- Grad Rate Assistance
- Class Size assistance/scheduling
- Drivers License Compliance
- Elegrade assistance
- Polk Portal Discipline Assistance
- Connect ED Assistance
- Monitor address issues
- Limit data reports to only those required
- Access to IDEAS
- Additional contracts for technical support
- EERS/Computer support
- District Internet
- Transfer Procedures
- Records management training
- Transcript Microfilm
- Blackboard Course Site Hosting
- Pinnacle
- Network Configuration
- Network Installation
- Server Maintenance
- Server Configuration
- Server installation
- Support for Destiny hand-held devices

And as a point of interest, we have approximately 16 new charter applications.

Mrs. Sellers asked what happens to the smaller charter schools that continue 5% for all students.

Carolyn responded that it does not lessen the burden on internal staff and in some ways makes it more of a burden to us. It is an unintended consequence of this legislation. There isn't a way for us to continue to serve them.

Mrs. Cunningham asked that a summary be attached to this handout explaining why we are cutting services and provide this to all our legislators. Mr. Harris suggested including information that the Office of School Choice had to eliminate a position due to the loss of funds and include other



losses as well.

Mr. Grey reported that the charters have begun requesting an increase to their enrollments by 250 or more. That is \$6,000 per student going from our budget to charters.

Item 5

5. [2:00 - 2:10 PM Universal Breakfast](#)

Attachment: [Memo - Universal breakfast 6-7-10.pdf](#)

Attachment: [Implementation of CS-SB 1676 Memo - 4-20-10.pdf](#)

Attachment: [Universal Breakfast Impact over 80%.pdf](#)

Attachment: [Universal Breakfast Impact over 90%.pdf](#)

Minutes:

This is an unfunded mandate requiring every student in a school of more than 80% free and reduced rate to receive free breakfast. Lunch rates would increase for the paying student by 40 cent to offset the free breakfast costs.

Two public hearings are required on the School Board's intention to participate in the program or not.

Mrs. Sellers suggested having public hearings on not implementing the universal plan.

Mrs. Lofton would like to see data of those participating in a free breakfast program now.

Item 6

6. [2:10 - 2:20 PM 2009-10 Educational Equity Act Annual Update](#)

Attachment: [Educational Equity Act Annual Update 2009-10 - 6-22-10 WS.pdf](#)

Minutes:

Item 7

7. [2:20 - 2:30 PM Discovery Education Assessment](#)

Attachment: [2009WhatisPredictiveAssessment FL 20100223.pdf](#)

Attachment: [2009 Florida Reports.pdf](#)

Minutes:

Wilma Ferrer reported that Differentiated Accountability mandates that we have an accountability assessment in place. After much research, Discovery Education was the top contender. If used district-wide, teachers will not have

to create individual academic assessment plans. Instructional material funds will provide the \$750,000 for the purchase.

Mrs. Lofton asked if the FCAT results can be used rather than Discovery. Wilma stated that Discovery will be used three times before FCAT testing. It will replace tests students are currently taking provided by DOE (which teachers did not like because it did not provide adequate information results).

#### Human Resource Services - General

8. [2:30 - 2:45 PM Teacher Recruitment and Application Process](#)

Minutes:

#### Information

##### Item 9

9. [Farmworker Jobs and Education Program Continuation Grant](#)

Attachment: [Farmworkers Board Summary \(2\).pdf](#)

Minutes:

#### Administration - Magnet, Choice, Charter

10. [Contract Modification for Compass Charter Middle School](#)

Attachment: [WS-Compass Charter Modification 6 22 10.pdf](#)

Minutes:

#### Adjournment

Meeting adjourned at 3:40 PM. Minutes were approved and attested this 27th day of July, 2010.

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Kay Fields, Board Chair

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Gail F. McKinzie, Ph. D., Superintendent