

08 23 2016 Work Session 12 30 PM

NEW BUSINESS

1. [12:30 - 12:50 PM School Board Comments](#)

Minutes:

Local Instructional Improvement System (LIIS)

Mr. Wilson asked for an update regarding the LIIS system, the related contract, and the future impact the system may have on the upcoming changes required by the State. Mr. Bridges stated a great deal of money has been spent but it is being investigated to determine if there are more funds owed that would be linked to functionality and deliverables.

Turnaround Option Plan Schools (TOPS)

Mrs. Sellers commented on an article in the Englewood newspaper that was encouraging to educators who encounter declines in school grades when faced with demographic challenges, such as poverty. She stated she and Mrs. Fields attended the community meetings to discuss the TOPS in need and the next layer of schools that will fall into this category. These schools are in desperate need of community support, particularly student mentors and the need for team members. She also commented on the additional eight schools that need additional attention that are in jeopardy of being the next schools to be in the TOPS.

Superintendent Byrd discussed the updates on the revised TOPS plan to be presented at the State Board of Education meeting on August 31. State Value Added Model (VAM) data is being used to determine potential support measures. Resources such as Behavior Interventionists, Student Success Coaches, differentiated instruction methods, home visits, parent conferences, parent nights, etc. are being implemented to determine what is keeping the students from performing well. The Memorandum of Understanding (MOU) has been signed and will financially benefit highly effective teachers and paraprofessionals who come in direct contact with students in the learning process. All five TOPS have orchestrated meetings with the community and parents. It will be a community effort and many of the parents were relieved to know what is happening and that these schools are not closing.

Mr. Berryman would like to know if the TOPS schools are fully staffed. Mrs. Byrd commented they are not fully staffed; however, there is a plan being worked on by the Human Resources Department to increase staff numbers in these schools.

Mr. Wilson discussed the positive effect on achievement data that some alternative schools experience. He stated the perception is the effect is partially attributed to contracts that must be signed by parents and students which seems to encourage parent involvement.

Mr. Mullenax commented on his recent visit to Westwood Middle School. He was very impressed and commented

on the positive mental attitude he witnessed from the staff. Those who attended the community meeting last week were under the impression the school was going to close. He stated there is a great deal of misinformation in the public about what is happening in the TOPS which leads to panic.

Mrs. Fields commented on the extra effort that is being made in the schools and the District level to develop a plan that will be approved by the State Board of Education. She also discussed the hindrance the TOPS administrators are experiencing due to increased media attention.

Mrs. Sellers commended Mrs. Byrd for her hard work and the additional time that she is investing in the schools.

Citrus Ridge

Mrs. Cunningham commented on the opening of the new school, Citrus Ridge: A Civics Academy. She commented on some of the challenges that were experienced with unexpected enrollments and the great deal of assistance given by District Office staff. She recently visited Shelley Boone Middle School and she said there is a marked difference there that is attributed to the leadership style of Sharon Chipman, Principal. The key is to support the students by coaching or mentoring when possible. She also commended the Superintendent for the great deal of time she has spent in the schools. Superintendent Byrd commented on the technological advancements at Citrus Ridge and the positive attitude the staff and teachers have exhibited in the midst of challenges.

Concurrency (Impact Fees)

Mr. Berryman commented he has been approached by some developers about concurrency. He suggested staff bring information regarding this subject to a future work session to address issues regarding where the District is and where it projects to be. Mrs. Fields discussed past precedent that included annual meetings to discuss concurrency. Mr. Wilson also would like to have the concurrency issues discussed at a future work session. The community would like to be involved and this could be beneficial above and beyond interacting with the County. Mr. Mullenax and Mr. Berryman stated the concurrency issues are related to future developments. Mr. Mullenax commented the County may need to consider raising the impact fees to assist in the additional funds needed to build more schools.

Technology

Mr. Berryman stated Lakeland Fiber Optics would like to know what can be done to assist those who do not have access to computers.

BOARD AGENDA REVIEW

2. [12:50 - 1:10 PM Review the Agenda for the August 23, 2016 School Board Meeting as REVISED](#)

Attachment: [08 23 16 School Board Meeting Agenda.pdf](#)

Minutes:

Item C-12 Carl Perkins Post Secondary Continuation Grant Application

Mrs. Sellers pointed out that language that refers to "Polk County Career Centers" should be changed to "Polk County Technical Colleges".

Mr. Wilson discussed the budget impact associated with this item; specifically, if the grant is terminated, will other budgeted sources be identified. He explained it infers that the money would be allocated from the general

fund and that is problematic because it becomes appropriation as opposed to the proper budgeting process. He asked if individuals who are employed in these positions are being told their positions are secure if this grant is not renewed.

Mr. Small explained the Perkins Grant has never faced nonrenewal and the salaries identified are only partially paid by the Grant. The rest of the cost is absorbed by the State, funded under the same line item as state colleges.

Mr. Harris commented he previously worked in a position that was grant funded and administration was very clear that employees' positions were not guaranteed because they were paid out of "soft money". He explained that some grantors intend the funds to be seed money with the intent that Districts will pick up the funding should the grant cease to be renewed.

Mrs. Sellers commented historically the Board has avoided applying for grants that would require the District to absorb the cost of positions.

C-39 Florida Educational Equity Act Annual Update 2015-2016

Mrs. Sellers pointed out there are statistical errors that she identified in the data for Bartow High School; some are mathematical discrepancies and some are errors in the number of boys versus girls (such as junior varsity baseball). Mrs. Cunningham also identified some errors including the inaccurate identification of Jacqueline Bowen (who recently resigned) as the District Compliance Officer. This item will be pulled from the Board Meeting agenda so the item author can correct these inaccuracies.

R-46 Milk and Dairy Products

Mr. Wilson and Wes Bridges, Counsel for the Board, discussed this item that will be voted on as a "reject all bids" recommendation during the Board Meeting. This is due to an update in the language in notices that are statutorily mandated. Meanwhile the incumbent awardee will continue to provide goods and services at the previously awarded price.

R-49 Agreement with Learn-It Systems LLC \$500,000

Mr. Berryman pointed out the large increase in Title I funds from \$390,000 to \$500,000 and asked what the reason is for the large increase. Mrs. Fields explained this is due to the increase in the number of private schools participating (information provided in the item description).

Mr. Bridges suggested an Attorney-Client session be held in lieu of an Executive Session in September so that decisions can be made regarding the Sales Tax Referendum (discussion prompted by Mr. Berryman).

DISCUSSION ITEMS

Item 3

3. [1:10 - 1:20 PM Policy Updates](#)

Attachment: [Staff Policy Recs.pdf](#)

Attachment: [Neola Policy Updates Summary August 2016.pdf](#)

Minutes:

Wendy Dodge, Government Affairs Liaison, presented the policy updates.

Staff Recommended Updates--2370.02--Magnet and Choice Programs/Schools

Mr. Berryman would like to know why Item 10 is being deleted from Policy 2370.02. Carolyn Bridges, Senior Director of Acceleration and Innovation, explained the 100% lottery that is in place and the language that was previously in the policy led the public to believe that parents could circumvent the system by appealing to the Superintendent. This change is attributed to the review by the Office of Civil Rights.

Mr. Wilson would like to have a future discussion regarding magnet schools. He would like to know if they are better funded and if the parent involvement is better. He would also like to know why the School District does not assume more characteristics of magnet schools. Mrs. Bridges explained the process is very intensive to integrate required models for magnet designation.

Mr. Mullenax commented the online parent submission process may be disenfranchising parents.

Mrs. Fields stated she would like to know what the cost would be to change all schools to this model. Mrs. Bridges stated this will be looked at.

North East Ohio Learning Associates (NEOLA) Mandated Policy Updates

- Board Bylaw 170
- 2410 School Health Services
- 5320 Immunization and Health Examination
- 5350 Student Suicide Prevention
- 5600 Student Discipline

Mr. Berryman asked if these were statutory requirements. He would like to know the definition of periodic updates. Ms. Dodge explained that certain policies require annual updates while others do not have language dictating how often they must be updated. She also stated that many policy updates are made due to statutory changes.

Mr. Harris would like to leave the language unedited regarding policy review on a periodic basis. He also would like to see a portion of the policies covered on the agenda at every meeting so they are dealt with on a continuing basis. In response to this, Mrs. Sellers suggested additional time be added to every work session to discuss policy updates. Mr. Berryman suggested a quarterly review by staff of recommended policy changes. Mrs. Fields asked how other Districts handle this procedure. Ms. Dodge will reach out to other Districts to see how they handle policy changes. Wes Bridges, Counsel for the Board, commented policy updates typically fall into one of two categories: comprehensive review or as needed.

Mrs. Cunningham asked for clarification on what the revision date is since the NEOLA template displays 2015. Mrs. Dodge explained date printed on individual updates is indicative of when the NEOLA template was developed only and the policies themselves will all display with the appropriate date the Board adopted them.

Item 4

4. [1:20 - 1:30 PM Revise Salary Schedule Guidelines for Non-Union Employees](#)

Attachment: [Salary guidelines non union 8-23-16WS.pdf](#)

Minutes:

Brian Warren, Senior Director of Human Resource Services, discussed the revisions to the salary schedule guidelines for Non-Union Employees. He explained this language is pertaining to the movement or transfer of employees and originally had a time frame attached which is no longer in effect.

Item 5

5. ~~1:30 – 1:35 PM Request permission to revise and reclassify job description for Senior Coord., Demographic &~~

Statistical Planning

Attachment: [Sr. Coord, Demographic & Statistical Planning 8-23-16WS.pdf](#)

Item 6

6. [1:35 - 1:40 PM Revise Job Descriptions for Paraeducator, Outreach Facilitator and Paraeducator, Outreach Facilitator \(Family Liaison\)](#)

Attachment: [Revised Para Outreach Facilitator \(Family Liason\)8-23-16WS.pdf](#)

Minutes:

Item 7

7. [1:40 - 1:50 PM BREAK](#)

Item 8

8. [1:50 - 2:10 PM Carl D. Perkins Secondary Continuation Grant](#)

Attachment: [Student Success Coach JD.pdf](#)

Attachment: [Visio-Chart 13 Teaching and Learning Multiple Pathways SY17 REV WS 08 23 16 BM 09 6 16.pdf](#)

Attachment: [Visio-Chart 19 Learning Support Guidance Counseling Svs SY17 REV WS 08 23 16 BM 9 6 16.pdf](#)

Attachment: [Perkins Secondary continuation grant 16-17 Executive Summary.pdf](#)

Attachment: [POLK15-16TEACHERSalarySchedules5-10-16Board5-23Ratif9p_000.pdf](#)

Attachment: [Perkins Secondary Budget-Impact-Analysis-2016-17.pdf](#)

Minutes:

Item 9

9. [2:10 - 3:00 PM 2016 Charter School Applicant Presentations](#)

Attachment: [Our Children's Prep School Executive Summary.pdf](#)

Attachment: [Academy for Language & Learning Executive Summary.pdf](#)

Attachment: [Navigator Academy of Leadership Executive Summary.pdf](#)

Attachment: [Polk Charter Academy Executive Summary.pdf](#)

Attachment: [WS Summary Applicant Presentation 8.23.16.pdf](#)

Minutes:

Polk Charter Academy (PCA)

Speaker Levi Williams

Mrs. Sellers discussed transportation concerns in regard to diversity with an imposed geographical limitation of 2-4 mile radius. She stated the demographics do not appear to represent the predicted population with these constraints. PCA representatives ensured her transportation will never be a barrier for students.

Mr. Berryman asked who the Principal will be. The representatives explained that is being taken into consideration. Mr. Berryman also asked if there are any Board Members from Polk County. PCA representatives responded there are no Board Members from Polk.

Mrs. Fields asked what the three overcrowded schools are that are referred to in the presentation. PCA representatives responded they did not have the names of the schools available to them. She also commented on the governance of this school being performed by a management company,

Charter Schools USA (an Educational Service Provider). She further questioned what the percentage of the management company costs counts against the projected budget. PCA representatives responded the percentage of revenue right now is 0% in years one and two, 4% in years three, four, and five.

Mr. Mullenax asked when the group expects to reach their break even point and discussed the financial aspects of the school. The PCA representatives stated the break even point is normally between two or three years.

Mrs. Cunningham asked for elaboration regarding where the Board Members for PCA are from. The PCA representatives stated they are from various locations throughout the state of Florida. Mrs. Cunningham also asked what is the new and unique aspect of this Charter application that stands out. The PCA representatives stated they spend a great deal of time educating parents and keeping them engaged. They encourage community support and participation which fosters a family like environment. They offer individualized student instruction, academic models to meet student needs, and flexible learning tracts. They will also plan to implement the Cambridge program after the roll out. Mrs. Cunningham asked if they felt confident about the budget for their program and how many schools are currently operating under their management group. PCA representatives stated this is not the first time they have implemented this budget model. There are five schools: three are located in Hillsborough County, one in Clay County, and one in Miami Dade County.

Mr. Harris asked what attracted the group to Polk County. The PCA representatives explained that it was a combination of determining an area that was experiencing some overcrowding, had room for growth, an opportunity for service, and would be located in an area where the organization could work collaboratively with the school district. Mr. Harris stated he is concerned that the group has targeted the wealthiest area of Polk County to open a school that will draw away public school students to a program that has no obvious unique characteristics. He also stated community members have voiced their opinion that Polk is overloaded with charter schools. The PCA representatives stated the school would provide something the County can be proud of and provide employment opportunities to the community.

Mr. Wilson asked if the group plans to lease facilities. The PCA representatives explained they would like to build a new school for opening day but are looking at several options right now. PCA representatives stated if this is not possible, they will convert an existing location.

Mrs. Sellers asked for the names of the charter schools the group currently operates in Hillsborough County. PCA representatives stated the schools are Henderson Hammock, Winthrop, and Woodmont.

Mr. Berryman asked where capital funding will come from. The PCA representatives explained it would come from a bond deal.

Mr. Wilson asked how the group will cover the construction costs. He would like to see a more concrete plan including financials, location, and budget.

Academy for Language and Learning (ALL)

Speaker Donna Buckner

Mr. Berryman asked who the Principal will be. It will be Donna Buckner.

Mr. Harris asked where the student population that is projected are currently attending school. The ALL representatives explained it is a random sampling of various areas of Lakeland. Mr. Harris asked what services are these students not receiving in Polk's public schools that this charter school would be able to provide them. ALL representatives stated it is the small environment, intensity, and relationship with the service providers that will enhance transfer and retention these students are not currently getting. This would be an opportunity for students to thrive and possibly become the head of their class. The goal is to eventually return the students to their mainstream school.

Mrs. Cunningham asked if there will be hands-on job placement opportunities for the students. ALL representatives stated there will be hands-on opportunities and career clusters will be built in

beginning at the third grade level for courses in technology and culinary arts.

Mr. Mullenax asked how many students are projected for the school. The ALL representatives stated the projection is 88 students to start with a five year goal of 208 students in grades 3-12.

Mrs. Fields asked how students would be selected and targeted. ALL representatives explained the information will be circulated via media bursts, newspaper, community word of mouth, etc. The charter school would be open to the public. It will also be promoted in Spanish due to the growing population of Hispanic members of the community. The student exceptionalities would be identified and a determination would be made as to what services the students have been receiving and which students would most benefit from the proposed atmosphere. The selection would be based on a random sampling of applications. The teacher to student ratio would be 3:1 and 5:1. Mrs. Fields added that it is important to serve a diverse student population.

Mr. Berryman commented on the types of therapy that will be offered at the school. He asked if these services will be provided in-house or outsourced. ALL representatives stated the student need will determine what services are provided. The most equitable way to determine service providers will be parental choice although certain providers in the area are more willing to participate. Mr. Berryman asked about the transition from the previous entity to the new ALL school. ALL representatives stated it will close.

Mrs. Sellers commented third grader results may not be available to determine if they have been retained. She also asked about students that will be unable to be mainstreamed. ALL representatives responded the results should be available in that fall. Students that are unable to return to mainstream classes will become a part of a shrinking population as they progress from eighth grade to ninth with the help of an integrated transition curriculum with Briggance in the hopes of alternative placement or jobs.

Mr. Wilson asked if there are any tentative lease locations that have been identified. ALL representatives stated a location has not been identified, however, the realtor the group is working with has some suitable facilities that the school could use to ramp up in once the school has been approved.

Navigator Academy of Leadership (NAL)

Speaker Melissa Aguilar

Mrs. Sellers commented the demographics do not appear to match the target population. They also are an adequate depiction of Polk County's racial and impoverished populations.

Mr. Berryman asked what corporation they represent. The NAL representatives stated Phoenix Educational Support Service is the ESP. There is a founding governing board comprised of three gentlemen in Hillsborough County. They intend to bring in at least two additional Board Members from Polk County. They do not currently operate any schools but two are anticipated in Miami/Redlands and Florida City.

Mrs. Fields asked if it is a non-profit organization. NAL representatives stated it is not for profit but the 501c3 identification is pending. Mrs. Fields asked if a needs assessment has been performed to identify the areas of the county where the need for their program might be. NAL representatives stated an educational overview has been done, but no in-depth assessment has been done yet which is why the school is applying for the 2018-2019 school year.

Mrs. Cunningham commented on the two schools the NAL representatives referenced in their presentation. NAL representatives stated the two schools are planned to open for the 2017-2018 school year and no other schools are currently open under their auspice. If this application is approved, they plan to open the school for the 2018-2019 school year.

Mr. Harris asked what attracted the group to Polk County to open a charter school. NAL representatives stated the governing board is better suited to answer that question, but the consensus is that it is due to the population growth and anticipation as well as the opportunity to provide an

academic program that is outside of the norm in Polk possibly in the north end of the county.

Mr. Mullenax stated he needs more information about how the group plans to blend all of the proposed characteristics together. He commented they need to return with a narrowed focus. He also asked what grades they plan to serve. NAL representatives explained the cross curricular active engagement that is encouraged in their model. Grades K-8 are the targeted population. Mr. Mullenax commented there appears to be a great deal of math and science but there is no evidence of math in the curriculum. NAL representatives explained the Science Math Art Reading and Technology (SMART) method of instruction will be implemented and the highest level of math may be geometry.

Mr. Berryman asked if the governing board will contract with Phoenix to run the school or certain services. NAL representatives stated Phoenix will run the school. Phoenix is a for profit organization.

Our Children's Prep (OCP)

Speaker Sharon Comkowycz

Mr. Mullenax asked how this facility differs from the existing location. The OCP representatives explained it is a completely separate corporation. The existing private school serves through twelfth grade and the charter applied for will not. The current school will continue to operate under the name "Our Career Centered Academy" for grades 9-12. The two schools will have separate boards, separate tax identification, and separate 501c3 status. This school will be a twelve month school. The new charter school will be at the same geographical location but different areas of the campus. The charter school anticipates a proposed population of 305 students the first year. Mr. Mullenax asked if the School District funds any existing programs that begin at 12 months of age. The OCP representatives explained Full Time Equivalent (FTE) funding is limited to grades K-12; however, Exceptional Student Education (ESE) facilities are categorically funded Florida Education Finance Program (FEFP) because of their developmental abilities.

Mrs. Cunningham asked who the Board Members are. The OCP representatives commented they are David Reeves, Scott Pearson, Brian Sherwin, Susan Conners, and Marsha Strang.

Mrs. Sellers asked if the group plans to continue to try to mainstream students as they progress. OCP representatives stated they plan to continue and one way to work toward this goal is the interaction with parents.

Mr. Berryman asked what is different about this charter application. OCP representatives responded it is more polished and presented in a new template, but the model is the same. The therapy side is what is different about this program than others offered in Polk County. The students at this location are already at tier 3 and students are served through tier 6, all MTSS based.

Mr. Wilson commented this is a valuable program and there is a need for it in the community, however, the charter application's content is where the group's challenges are being experienced.

Mr. Berryman asked how many students are currently in the K-8 program. OCP representatives stated there are approximately 175 students and a total PreK -12 of approximately 225. Mr. Berryman asked if the private school will close. OCP representatives confirmed it will for grades Pre-K through 8.

Mr. Harris commented on an existing law against a private school becoming a charter school. Wes Bridges, Counsel for the Board, confirmed there is a law that states a private school cannot convert to charter. OCP representatives commented that the private school will not close or convert and reiterated it will serve grades 9-12.

Item 10

10. [3:00 PM Executive Session](#)

INFORMATION ITEMS

Item 11

11. [Internal Audit Services Audit Plan 2016-17](#)

Attachment: [AUDIT PLAN 2016-17.pdf](#)

Item 12

12. [Advanced Placement World History Instructional Material order](#)

Attachment: [Polk Updated T & E.pdf](#)

Attachment: [Overview of Process and Need.pdf](#)

Attachment: [APWorldHistory Instructional Evaluation Rubric.pdf](#)

Attachment: [MHE sole source Traditions & Encounters.pdf](#)

Meeting adjourned at 4:15 pm. Minutes were approved and attested the 25th day of October, 2016.

Kay Fields, Board Chair

Jacqueline M. Byrd, Superintendent