

09 20 2016 Work Session 12 00 PM

NEW BUSINESS

1. [12:00 - 12:20 PM School Board Comments](#)

Minutes:

Fund Balance

Mrs. Sellers commented on the Board's determination to maintain a 5% fund balance in the School Board Budget. This is being done in an effort to remain fiscally sound. The State does not recommend a 3% fund balance, but instead mandates that anything below 3% requires State action because the District is in financial trouble.

Mr. Berryman commented that the District's fund balance is comprised of assigned and unassigned monies. Confusion has lead the public to believe the actual fund balance is much larger than it really is because of a lack of understanding.

Central Florida School Boards Coalition

Mr. Mullenax attended Central Florida School Boards Coalition meeting last week. Wendy Dodge, Government Liaison, and Mr. Harris also attended this meeting. He commented some of the topics of discussion were healthcare and wellness and the Florida legislative economic forecast for 2017-2018. It is predicted a maximum of 1% will be invested toward public education with the potential being a much smaller percentage. This is being attributed to tourism deterrents such as zika virus (Miami area) and acts of terrorism (Orlando), as well as the lack of anticipated economic boost. More financial assistance is likely to be invested in higher education and charter schools for advancements in technology.

Turnaround Option Plan Schools (TOPS)

Mr. Wilson advised the Board that he has made a formal apology for comments he made about the Academic Management Organization (AMO), Educational Directions, that may have been counterproductive during the last work session. He still believes an informative Work Session or School Board Retreat is in order in order to further discuss the Turnaround Option Schools as well as the next eight schools that will follow. He added it is important to bring individual fields of expertise to the table and coalesce around the Superintendent in order to send a message to the State.

Some concerns he identified:

- How does the District and Leadership Team move forward to meet the needs of the Staff and Students?
- Money is needed but substantive discussion is also needed.
- After the first meeting with State Board of Education, a list of directives was received. One of the directives was the removal of the Principals at those schools after one year if they were not successful. There was no response to them to the affirmative or the negative regarding this issue. He commented this could have been an inciting factor in the State Board's behavior.
- Community group involvement should be headlined in the TOPS plan. There was discussion of a committee but no discussion of who the participants were or any additional particulars.
- The State Board issued a directive regarding Value Added Model (VAM) scores and the assignment of highly effective teachers. He stated he followed the web link provided by the Department of Education (DOE) to the correlating Statute. To that end, his opinion is that they overstepped their boundary in doing this.

Mr. Berryman suggested to the Superintendent that a portion of the next work session be devoted to updating the Board on the turnaround progress and the next State Board of Education meeting.

Mrs. Fields commented on the actions of the State Board of Education Board Members that would indicate there were preconceived notions against the District and/or Superintendent in their behavior. Each time the Polk team has attended the State Board meetings something new has been added for action. She commented that the Superintendent met with the Commissioner of Education and Chancellor to help identify areas of improvement in the TOPS plan to work toward an approval of the plan with addendums at the next meeting. Mrs. Fields encouraged everyone to support the Superintendent in these efforts so that Mrs. Byrd can focus on running the School District.

Mrs. Sellers commented she thought the directives set forth in the original plan had been carried out, since the Principals in question signed the required agreements to increase the school grades. She also commented she did not know of any directives brought forward in the second State Board meeting that were unfulfilled remnants from the first meeting.

Superintendent Byrd explained that all of the directives from the first meeting were fulfilled prior to the second meeting: the Principals were brought into meetings; the TOPS agreement letters were signed; and the Community Assessment Team Meetings were facilitated. The group has been in constant communication with the Executive Director as well as the Chancellor of Education to verify all avenues are being addressed to the State Board's satisfaction.

Mr. Wilson commented he was not aware of the Principals signing documents agreeing to comply with the requirements because it was not a part of the TOPS plan. He would like to have a discussion on creative ways to address the TOP Schools plan at the October 11 Work Session. He also suggested the Superintendent identify issues she has experienced and possibly the School Board Members can reach out to personal contacts around the State for insight.

Mrs. Cunningham suggested Mr. Wilson meet one on one with the Superintendent to address his concerns.

Florida School Boards Association (FSBA) Retreat

Mr. Berryman commented on the recent FSBA retreat held at LEGOLAND in Winter Haven. It was very successful. Kudos to John Small, Deputy Superintendent, and the Polk Academies.

Ethics Training

Mr. Mullenax commented last year there was a four hour ethics workshop presented in Orlando. It was well received and is being offered again this year on October 10, 2016.

BOARD AGENDA REVIEW

2. [12:20 - 12:30 PM Review the Agenda for the September 20, 2016 Special School Board Meeting](#)

Attachment: [09 20 2016 Special School Board Meeting Agenda as REVISED.pdf](#)

DISCUSSION ITEMS

ADMINISTRATION - SUPERINTENDENT'S OFFICE

3. [12:30 - 12:45 PM Policy Updates](#)

Attachment: [Neola Policy Docs Sept 20 wk session.pdf](#)

Minutes:

Wendy Dodge, Government Affairs Liaison, presented the Policy Updates.

Mr. Harris asked for clarification of the policy statement that discusses out-of-school suspensions and approval to be on campus when the circumstances are in the academic best interest of the student. Mrs. Dodge explained it means the student can come on campus if there are exams, make up work, etc. that are necessary to the academic success of the student.

Business Services - General

4. [12:45 - 1:00 PM 2015-2016 Annual Financial Report \(AFR\)](#)

Minutes:

Mike Perrone, Chief Financial Officer, explained to the Board the need to upload annual financial documents to the State that were not completed in time for the recent Budget meeting. He commented there was an extension applied for and granted but the deadline for submission is September 30, 2016. There will not be another School Board Meeting prior to the deadline and the report is not ready to be viewed; therefore, he is requesting the approval to upload this information without the actual document being brought to a Board Meeting first. He explained that, historically, the Board has not had a problem with this procedure.

Teaching and Learning -CTA/Multiple Pathways - Charter

5. [1:00 - 1:30 PM Charter Review Team's Recommendation to the Superintendent for Polk Charter Academy](#)

Attachment: [Polk Charter Academy POLK Charter Application Evaluation FINAL.pdf](#)

Attachment: [WS Summary CRT Recommendation to Superintendent for Charter App-Polk Charter Academy.pdf](#)

Attachment: [Attachment 4 Polk Charter Academy Board Minutes Summary.pdf](#)

Attachment: [Attachment 3 - BACF & FCEF Governance.pdf](#)

Attachment: [Attachment 2 CSUSA Governing Board Directory.pdf](#)

Attachment: [Attachment 1-Polk Charter Academy Capacity Interview.pdf](#)

Attachment: [Attachment 5 - Winthrop Charter School Financial Statement 2015.pdf](#)

Attachment: [Attachment 6 - BACF & FCEF Board Meeting Calendar.pdf](#)

Attachment: [Attachment 7 Charter Schools USA Loans.pdf](#)

Minutes:

The group presenting the information was Melissa Brady, Director of Charter Schools, Vicki Mace, External Evaluator, and John Small, Deputy Superintendent.

Mr. Harris commented there does not appear to be Polk representation on any of the three independent Boards: Polk Charter Academy, Bay Area Charter Foundation or The Florida Charter Educational Foundation.

Mrs. Brady stated, in regard to this organization's Board Meetings, there is no reference to call-in information, contact information, or public notices to keep parents apprised of how to stay informed virtually. Instead, there are parent liaisons whom calls are directed to. There is no statutory requirement for school boards to be attached to the county/district the charter school is in. A parent or community member from the county attends all of the meetings.

Wes Bridges, Legal Counsel for the Board, clarified the State statutes governing Charter School Board meetings, including the requirement for local meetings that Board Members can attend virtually.

Mr. Harris asked who the primary stockholders of Charter USA are and to whom would the public be directed to if they wanted to buy stock. Ms. Mace stated she does not have that information.

Mr. Berryman asked if anything could have changed the committee's recommendation. Ms. Mace explained there was no legal evidence of a merger or change in governing capacity.

Mr. Bridges stated if the charter applicant appeals, they will likely go directly to the Florida Department of Education instead of to the Charter Appeals Commission. All evidence suggests the governing entity is not the same as the entity that submitted the application.

INFORMATION ITEMS

Teaching and Learning - PreSchool - Grants w/Positions

6. [Head Start Administration Continuation Grant Application, \\$7,632,702 federal share](#)

- Attachment: [9961 - Paraeducator, Family Services Advocate - Head Start - 2013.pdf](#)
- Attachment: [10077 - Teacher Resource Specialist Trainer, Curriculum Coordinator, Head Start.pdf](#)
- Attachment: [Head Start PCSB Budget Narrative 2017.pdf](#)
- Attachment: [0114 - Paraeducator, Prekindergarten - 2013.pdf](#)
- Attachment: [10078 - Teacher Resource Specialist Trainer, Compliance Quality Assurance, Head.pdf](#)
- Attachment: [9721 - Teacher, Prekindergarten - 2013.pdf](#)
- Attachment: [9771 - Coordinator, Budget.pdf](#)
- Attachment: [Head Start SF 429A.pdf](#)
- Attachment: [Head Start Board Summary 9-15-16.pdf](#)
- Attachment: [10002 - Teacher Resource Specialist Trainer, Technology, Head Start.pdf](#)
- Attachment: [10043 - School Psychologist - Head Start.pdf](#)
- Attachment: [0993 - Resource Teacher - Prekindergarten.pdf](#)
- Attachment: [10079 - Teacher Resource Specialist Trainer, Professional Development, Head Start.pdf](#)
- Attachment: [10004 - ERSEA Specialist \(Enrollment, Recruitment, Selection, Eligibility, & Attendance.pdf](#)
- Attachment: [9999 - Social Worker - Head Start.pdf](#)
- Attachment: [Budget Impact Analysis Head Start 2017.pdf](#)
- Attachment: [10082 - Child Development Associate Teacher \(CDAT\) - Head Start - 2013.pdf](#)
- Attachment: [0008 - Child Development Associate Teacher - Preschool - 2013.pdf](#)
- Attachment: [10080 - Teacher Resource Specialist Trainer, Certification Compliance, Head Start.pdf](#)
- Attachment: [10003 - Paraeducator, Parent Outreach Facilitator \(POF\), Head Start - 2015.pdf](#)
- Attachment: [2313 Ass't Tech - Child Care Services - HS.pdf](#)
- Attachment: [9951 Sr. Coordinator, Preschool Programs - HS.pdf](#)
- Attachment: [SF-424B Assurances and Certifications.pdf](#)

Minutes:

Mr. Wilson asked if the \$1.9 million match comes from the Polk County School District(PCSD). Matti Friedt, Director of Pre-Kindergarten Programs, stated the money does come from PCSD, but it is generated from "inkind" funds and non-cash shared services.

Meeting adjourned at 1:35 PM. Minutes were approved and attested this 25th day of October, 2016.

Kay Fields, Board Chair

Jacqueline M. Byrd, Superintendent