



11 12 2013 School Board Meeting 1 30 PM

Pledge of Allegiance

1. [C-1 Jaiden Clark, Spook Hill Elementary](#)

Call Meeting to Order

Acceptance of Agenda

2. [C-2 Accept the November 12, 2013 School Board Agenda as Revised](#)

Attachment: [10 22 13 Work Session Minutes.pdf](#)

Attachment: [10 22 13 School Board Minutes.pdf](#)

Motions:

Motion to accept the agenda of November 12, 2013 as revised. - PASS

Vote Results

Motion: Tim Harris

Second: Lori Cunningham

Hunt Berryman - Aye

Lori Cunningham - Aye

Kay Fields - Aye

Tim Harris - Aye

Dick Mullenax - Aye

Hazel Sellers - Aye

Debra Wright - Aye

## Special Recognitions

### 3. [C-3 Tobacco Free Schools Proclamation](#)

Attachment: [2013 Tobacco Free Schools Month.pdf](#)

#### Motions:

Motion to recognize the Month of November, 2013 as Tobacco Free Schools Month. - PASS

#### Vote Results

Motion: Lori Cunningham

Second: Kay Fields

Hunt Berryman - Aye

Lori Cunningham - Aye

Kay Fields - Aye

Tim Harris - Aye

Dick Mullenax - Aye

Hazel Sellers - Aye

Debra Wright - Aye

## Public Comments on Agenda Items

### 4. [C-4 SPEAKERS](#)

Minutes: Lisa Miller, a member of the Polk ESE Advisory Committee, asked how public comments submitted on the Strategic Plan will be addressed and when they would be made available to the public. Superintendent LeRoy reported that approximately 80 comments were received and were mostly positive. Most of the questions also centered around how the goals would be achieved. The Action and Strategies will be included in the appendix and will be placed on the website along with the disaggregated data.

## Approval of Minutes

5. [C-5 Approve October 22, 2013 Work Session Minutes](#)

Attachment: [10 22 13 Work Session Minutes.pdf](#)

Motions:

Motion to approve the minutes of the October 22, 2013 Work Session. - PASS

Vote Results

Motion: Kay Fields

Second: Hunt Berryman

Hunt Berryman	- Aye
Lori Cunningham	- Aye
Kay Fields	- Aye
Tim Harris	- Aye
Dick Mullenax	- Aye
Hazel Sellers	- Aye
Debra Wright	- Aye

6. [C-6 Approve October 22, 2013 School Board Minutes](#)

Attachment: [10 22 13 School Board Minutes.pdf](#)

Motions:

Motion to approve the minutes of the October 22, 2013 School Board meeting. - PASS

Vote Results

Motion: Debra Wright

Second: Tim Harris

Hunt Berryman	- Aye
Lori Cunningham	- Aye
Kay Fields	- Aye
Tim Harris	- Aye
Dick Mullenax	- Aye
Hazel Sellers	- Aye
Debra Wright	- Aye

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Oath of Office

Reorganization of the Board

7. [R-7 Election of Chairman](#)

Minutes:

Superintendent LeRoy outlined the procedures to be used for the Reorganization of the School Board. First, she will open the floor for nominations. After Board Members have had ample time to make all nominations they wish, she will ask for a motion to close nominations. Afterward, a roll call vote by district will be held, beginning with the first candidate nominated. If there is a majority for the first nominee, the election of the Board Chair will be complete and we will move to the election of the Vice-Chair. If there is not a majority in favor of the first nominee, there will be a roll call vote for the second nominee. This process will continue until a Board Chair is elected by a majority vote. The same process will be used in the election of the Vice Chair. Nominations do not require a second.

Mrs. LeRoy called for nominations for Board Chair.

Mrs. Cunningham began by recognizing Hazel Sellers for her outstanding performance as Board Chair this past year. She commented that she would like to see the rotation method be reinstated for Chairman and Vice Chairmanships. She nominated Dick Mullenax as Board Chair.

Mrs. Wright nominated Kay Fields; while honored by the nomination, Mrs. Fields declined and stated she would support Mr. Mullenax's nomination.

Motion by Mr. Harris and second by Mrs. Fields to close the nominations.

Motions:

Motion to elect Dick Mullenax as Chairman. - PASS

Vote Results

Motion: Lori Cunningham

Second: Kay Fields

Hunt Berryman	- Aye
Lori Cunningham	- Aye
Kay Fields	- Aye
Tim Harris	- Aye
Dick Mullenax	- Aye
Hazel Sellers	- Aye
Debra Wright	- Aye

Motion Minutes: Mr. Berryman asked if Mrs. Cunningham's suggestion on rotating the Board Chair and Vice Chair appointments was a part of the motion. Wes Bridges, School Board Attorney, stated that the motion was for the nomination of Dick Mullenax for Board Chair.

8. [R-8 Election of Vice Chairman](#)

Minutes:

Mrs. Fields nominated Debra Wright. No other nominations were made.

Motions:	
Motion to elect Debra Wright as Vice Chair.	- PASS
Vote Results	
Motion: Kay Fields	
Second: Lori Cunningham	
Hunt Berryman	- Aye
Lori Cunningham	- Aye
Kay Fields	- Aye
Tim Harris	- Aye
Dick Mullenax	- Aye
Hazel Sellers	- Aye
Debra Wright	- Aye

9. [R-9 Designation of Time, Date and Place of School Board Meetings](#)

Motions:

Motion to hold meetings of the School Board on the second and fourth Tuesday of each month at 1:30 PM and 5:00 PM, respectively; with these meetings being held in the School Board Auditorium at the Administrative Offices in Bartow, Florida. - PASS

Vote Results

Motion: Kay Fields

Second: Lori Cunningham

Hunt Berryman	- Aye
Lori Cunningham	- Aye
Kay Fields	- Aye
Tim Harris	- Aye
Dick Mullenax	- Aye
Hazel Sellers	- Aye
Debra Wright	- Aye

10. [R-10 Resolution 2013/2014-05](#)

Attachment: [Resolution 05 11-12-13 - Reorganization.pdf](#)

Motions:

Motion to approve Resolution 2013/2014-05, Warrants drawn against School Board funds. - PASS

Vote Results

Motion: Lori Cunningham

Second: Debra Wright

Hunt Berryman	- Aye
Lori Cunningham	- Aye
Kay Fields	- Aye
Tim Harris	- Aye
Dick Mullenax	- Aye
Hazel Sellers	- Aye

Debra Wright - Aye

11. [R-11 Proceedings of School Board Meetings](#)

Motions:  
Motion to approve that proceedings of School Board Meetings will be held in accordance with Robert's Rules of Order, Revised, and Rules of the Administrative Procedures Act. - PASS

Vote Results  
Motion: Dick Mullenax  
Second: Hazel Sellers

Hunt Berryman	- Aye
Lori Cunningham	- Aye
Kay Fields	- Aye
Tim Harris	- Aye
Dick Mullenax	- Aye
Hazel Sellers	- Aye
Debra Wright	- Aye

12. [R-12 Appointment to FSBA Legislative Committee](#)

Minutes: Pursuant to the Board's conversations at the Work Session of October 22, 2013, Superintendent LeRoy recommends the reappointment of Debra Wright as the FSBA Legislative Liaison and Dick Mullenax as the Alternate to serve on the FSBA Legislative Committee.

Motions:  
Motion to reappoint Debra Wright as the FSBA Legislative Liaison and Dick Mullenax as the Alternate to serve on the FSBA Legislative Committee. - PASS

Vote Results  
Motion: Hazel Sellers

Second: Lori Cunningham	
Hunt Berryman	- Aye
Lori Cunningham	- Aye
Kay Fields	- Aye
Tim Harris	- Aye
Dick Mullenax	- Aye
Hazel Sellers	- Aye
Debra Wright	- Aye

Approval of Consent Agenda

13. [C-13 Approval of Consent Agenda](#)

Motions:	
Motion to approve the consent agenda.	- PASS
Vote Results	
Motion: Lori Cunningham	
Second: Hunt Berryman	
Hunt Berryman	- Aye
Lori Cunningham	- Aye
Kay Fields	- Aye
Tim Harris	- Aye
Dick Mullenax	- Aye
Hazel Sellers	- Aye
Debra Wright	- Aye

New Administrator Announcements

14. [C-14 New Administrators](#)



Consent

Administration General Items

15. [C-15 2013-2014 Strategic Plan](#)

Attachment: [2013-14 Strategic Plan.pdf](#)

Business Services General Items

16. [C-16 Donation of 20 Outdated Laptops to the Public Education Partnership of Winter Haven, Inc.](#)

Attachment: [11 - Computer Donation - The Public Education Partnership of Winter Haven, Inc..pdf](#)

17. [C-17 Bid Recommendations](#)

Attachment: [Bid Rec 11-12-13.pdf](#)

18. [C-18 Mental Health Services at the Polk County Schools Employee Health Clinic](#)

Attachment: [Polk County Schools 12-1-13 Amendment to add on-site services.pdf](#)

19. [C-19 Renewal of Stop Loss Insurance](#)

Attachment: [Estimated Financial Impact.pdf](#)

Attachment: [Polk Schools Final 10 22 2013 eff 01 01 2014.pdf](#)

Business Services Budget Revisions

20. [C-20 Budget Revision - Human Resource Services](#)

Business Services Contracts

21. [C-21 Renewal of the Dental Assistance Program at Traviss Career Center](#)

Attachment: [BOCC Dental Assistance Program.pdf](#)

Business Services Donations

22. [C-22 \\$2,000.00 Donation from Dr. George C. Winny to the Doris A. Sanders Learning Center](#)

23. [C-23 \\$3,500.00 Donation from the Lake Gibson High School Athletic Boosters to Lake Gibson High School](#)

24. [C-24 \\$600.00 Donation from Aprile Douglas to Lakeland Highlands Middle School](#)

Attachment: [001.pdf](#)

25. [C-25 \\$1,000.00 Gift Card Donation from Walmart to Bethune Academy](#)

Attachment: [Garner Donation 001.pdf](#)

#### Facilities & Operations General Items – Administration

26. [C-26 Project Priority List](#)

Attachment: [Roofing Projects November 2013.pdf](#)

#### Facilities & Operations General Items – Construction Services

27. [C-27 Project #P-01436-Polk Avenue Elementary-Renovate Auditorium \(Bldg. 1\)](#)

Attachment: [p1436bidtab.pdf](#)

28. [C-28 Project #P-01479-Traviss Career Center-Transformer Replacements](#)

Attachment: [p1479BIDTAB.pdf](#)

29. [C-29 Project #P-01434-Frostproof Middle/Senior-Roof/Interior Repair](#)

Attachment: [p1434bidtab.pdf](#)

30. [C-30 Project #P-01465-Bartow Senior-Re-roof Buildings 4, 5 and Walkways](#)

Attachment: [p1465bidtab.pdf](#)

#### Facilities & Operations General Items – Property Management

31. [C-31 License and Indemnification Agreement-Spookhill Elementary-Relocate Sign](#)

Attachment: [signagreement.pdf](#)

#### Facilities & Operations - Project Requests

32. [C-32 Project #P-01475-Garden Grove Elementary-Bus Loop Upgrade/Repair](#)

33. [C-33 Project #P-01476-Daniel Jenkins Academy-Gym Floor Upgrade/Replace](#)

34. [C-34 Project #P-01477-Daniel Jenkins Academy-Band Room Remodel](#)

35. [C-35 Project #P-01478-Ridge Community Senior-Stadium Bleacher Addition](#)

36. [C-36 Project #P-01479-Traviss Career Center-Transformer Replacements](#)

#### Human Resource Services General Items

37. [C-37 Substitute Management System](#)

Attachment: [Kelly services.pdf](#)

Attachment: [Substitute Management 11-12-13 BD.pdf](#)

Human Resource Services Recommendations

38. [C-38 Recommendations for Administrative and Instructional Personnel Actions](#)

Attachment: Administrative and Instructional Recommendations Term Suppt 11-12-13.pdf (Confidential Item)

Attachment: [Administrative and Instructional Recommendations Agenda 11-12-13.pdf](#)

Minutes:

\*\*\*Approved Personnel Recommendations

are recorded in

Supplemental Minutes Book 75-A-13;

Pages 164 - 183.\*\*\*

39. [C-39 Recommendations for Non-Instructional Personnel Actions](#)

Attachment: [Non-Instructional Recommendations Agenda 11-12-13.pdf](#)

Attachment: Non-Instructional Recommendations Term Suppt Docs 11-12-13.pdf (Confidential Item)

Minutes:

\*\*\*Approved Personnel Recommendations

are recorded in

Supplemental Minutes Book 75-A-13;

Pages 164 - 183.\*\*\*

40. [C-40 Recommendations for Temporary Duty Assignments](#)

Attachment: [TDA 11-12-13.pdf](#)

Minutes:

\*\*\*Approved Personnel Recommendations

are recorded in

Supplemental Minutes Book 75-A-13;

Pages 164 - 183.\*\*\*

41. [C-41 Recommendations for Blanket Temporary Duty Assignments](#)

Attachment: [TDA 11-12-13 Blanket.pdf](#)

Human Resource Services Requests for Revised Job Descriptions

42. [C-42 Reorganization of the Public Relations and Strategic Partnerships Department](#)

Attachment: [Addendum to Staffing Plan SY 13-13 Public Relations and Strategic Partnerships 11-12-13 BD.pdf](#)

Teaching and Learning General Items

43. [C-43 2013 Class Size Flexibility](#)

Attachment: [Class Size Flexibility 2013 14.pdf](#)

Support Services Field Trip Requests

44. [C-44 Out of State Field Trip Requests](#)

Attachment: [field trip form-agenda 11.12.13.pdf](#)

Regular

Administration - School Board

45. [R-45 School Board Attorney Employment Contract Extension](#)

Attachment: [Employment Contract with Wes Bridges 3-22-11.pdf](#)

Motions:

Motion to approve the Employment Contract for School Board Attorney Wes Bridges to be extended for another year. - PASS

Vote Results

Motion: Tim Harris

Second: Hazel Sellers

Hunt Berryman - Aye

Lori Cunningham - Aye

Kay Fields - Aye

Tim Harris	- Aye
Dick Mullenax	- Aye
Hazel Sellers	- Aye
Debra Wright	- Aye

Motion Minutes:

Mrs. Cunningham stated she would support the renewal of the School Board Attorney's contract but proposes that an outside individual be contracted to review the legal department as a whole. She suggested that this be discussed in a work session after the first of the year.

Mr. Mullenax will work with the Superintendent to make that happen.

Mrs. Sellers commended Mr. Bridges on the tremendous growth she has witnessed over the years and she is honored to have him on the team.

Mr. Berryman concurred with other Board Members' comments and looks forward to a discussion in January.

Mr. Mullenax stated that he had been a harsh critic of Mr. Bridges but after he approached the attorney with his concerns, Mr. Bridges performed much better.

46. [R-46 Director of Internal Audit Employment Contract Extension](#)

Attachment: [Employment Contract with Sheila Phelps 3-22-11.pdf](#)

Motions:	
Motion to approve the Employment Contract for Director of Internal Audit Sheila Phelps to be extended for another year.	- PASS
Vote Results	
Motion: Tim Harris	
Second: Kay Fields	
Hunt Berryman	- Aye
Lori Cunningham	- Aye
Kay Fields	- Aye
Tim Harris	- Aye
Dick Mullenax	- Aye
Hazel Sellers	- Aye

Debra Wright - Aye

Motion Minutes: Mrs. Fields commended the hard work and dedication of Mrs. Phelps as the Board's Internal Audit Director.

Business Services Contracts

47. [R-47 Personnel Agreement, Sheriff of Polk County, Florida, Operations, \\$121,000.00](#)

Attachment: [Captain - Polk County School Board FY 2014.pdf](#)

Attachment: [STATEMENT OF WORK 11-12-13.pdf](#)

Attachment: [BUDGET IMPACT ANALYSIS 2013-14.pdf](#)

Motions:

Approve Personnel Agreement with Sheriff of Polk County, Florida.	- PASS
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Vote Results

Motion: Lori Cunningham

Second: Hazel Sellers

Hunt Berryman	- Aye
Lori Cunningham	- Aye
Kay Fields	- Aye
Tim Harris	- Aye
Dick Mullenax	- Aye
Hazel Sellers	- Aye
Debra Wright	- Aye

Motion Minutes:

Mrs. Fields commented that she had voiced her concerns during the work session and has been assured by Greg Rivers, Associate Superintendent of Operations, that there should be no problems in the management of the contract. Mrs. Wright requested Mr. Rivers provide information on the purpose of the position.

Mr. Rivers reported that the primary goal of the position is to have a certified law enforcement officer advise us in the areas of school safety and security, to be an advisory resource for schools, and to coordinate all law enforcement activities within the district. This will include site evaluations of the perimeter and entry points of campuses and buildings. This knowledge will guide the Facilities Department in improving the safety aspects of the school sites.

48. [R-48 CSA, AIR, Fine Arts Grants, \\$459,250.00- revised contract](#)

Attachment: [AIR revised.pdf](#)

Motions:	
Motion to approve the revised AIR Fine Arts contract.	- PASS
Vote Results	
Motion: Kay Fields	
Second: Lori Cunningham	
Hunt Berryman	- Aye
Lori Cunningham	- Aye
Kay Fields	- Aye
Tim Harris	- Aye
Dick Mullenax	- Aye
Hazel Sellers	- Aye
Debra Wright	- Aye

Human Resource Services Annual Items

49. [R-49 Collective Bargaining Agreement Changes Reached with the Polk Education Association](#)

Attachment: [PEA ESP Agreements 11-12-13 WS-BD.pdf](#)

Attachment: [PEA TEACHER Agreements 11-12-13 WS-BD.pdf](#)

Attachment: [11-12-13 Exec Summary PEA Agreements.pdf](#)

Attachment: [PEA PARA Agreements 11-12-13 WS-BD.pdf](#)

Motions:	
Motion to approve the Collective Bargaining agreement with the Polk Education Association.	- PASS
Vote Results	
Motion: Tim Harris	
Second: Lori Cunningham	
Hunt Berryman	- Aye
Lori Cunningham	- Aye
Kay Fields	- Aye

Tim Harris	- Aye
Dick Mullenax	- Aye
Hazel Sellers	- Aye
Debra Wright	- Aye

Motion Minutes:

Marianne Capozziello, President of Polk Education Association, voiced her appreciation of the collaboration between the union representatives and district staff. Superintendent LeRoy's new leadership has been a tremendous help at the bargaining table.

Public Hearing

To Begin No Earlier than 1:31 pm

50. [SPEAKERS](#)

Minutes:

Chairman Mullenax opened the public hearing for public comments. There were none.

51. [R-50 Public Comments and Final Adoption of Proposed Policies](#)

Minutes:

Mrs. Wright stated that revisions to the policies will be brought to the Board by the Superintendent and her staff during the year. Each time a public hearing will be held on the proposed revisions.

Hearing no other comments, Chair Mullenax closed the Public Hearing at 2:18 PM. The School Board meeting was reconvened.

Motions:	
Motion to approve Superintendent's recommendation to repeal the current School Board policy manual and approve the new and revised proposed policies.	- PASS



Vote Results

Motion: Hazel Sellers

Second: Lori Cunningham

Hunt Berryman - Aye

Lori Cunningham - Aye

Kay Fields - Aye

Tim Harris - Aye

Dick Mullenax - Aye

Hazel Sellers - Aye

Debra Wright - Aye

Superintendent's Report

52. [Superintendent's Report](#)

Minutes:

The Work Session will begin at 8:30 AM on Tuesday, December 10, 2013, in the Superintendent's Conference Room followed by the School Board meeting at 1:30 PM held in the Auditorium located at 1915 S. Floral Avenue, Bartow.

Attorney's Report

Auditor's Report

Board Members' Report

53. [Hunt Berryman, District 1](#)

Minutes:

Mr. Berryman reported that he and his wife, Mary, really enjoyed the great performance of Beauty and the Beast by the Harrison students.

He reminded everyone that tonight at 8:00 PM, the Honor Flight group will be returning to Lakeland Linder Airport from Washington, D.C.

54. [Lori Cunningham, District 2](#)

Minutes:

Mrs. Cunningham also commented on the excellent performances of Beauty and the Beast by students at Harrison School of the Arts and Davenport School of the Arts' Snow White.

She encouraged public participation in the Great American Teach In held on November 20th in our schools.

Mrs. Cunningham voiced her appreciation to Mrs. Sellers and Mrs. Fields in their past roles as Chair and Vice Chair and congratulated Mr. Mullenax and Mrs. Wright in their new assignments of those roles.

55. [Hazel Sellers, District 3](#)

Minutes:

Mrs. Sellers congratulated InnerAct Alliance for their first half-marathon race; it was a big success. She also attended two plays performed by our local schools. Davenport School of the Arts performed Snow White and Beauty and the Beast was performed by the students at Harrison School of the Arts.

Mrs. Sellers recognized Jeanette Wallace and Mid Florida Credit Union for their donation of the book, "The Three Little Pigs and the Somewhat Bad Wolf", to every Kindergarten student. The author, Mark Teague, will be visiting several schools to read his book to the students.

56. [Dick Mullenax, District 4](#)

Minutes: Mr. Mullenax voiced his appreciation on the vote of confidence by his fellow Board Members as the new Board Chair.

57. [Kay Fields, District 5](#)

Minutes: Mrs. Fields congratulated Mr. Mullenax on his new role as Board Chair.

58. [Debra Wright, District 6](#)

Minutes: No report.

59. [Tim Harris, District 7](#)

Minutes: No report.

#### Public Comments Addressing Items Not on Agenda

60. [SPEAKERS](#)

Minutes:

L.D.Wilcox voiced his appreciation on the renewal of the School Board Attorney's contract. He reminded the Board that they should always put children first.

Addison Brown voiced concern on the personnel contract with the Sheriff's Department. He asked if there could be potential conflicts of interest, other duties assigned, and periodic reviews and assessments on these duties.

Larry Milhorn, President of AFSCME, invited the Board and Superintendent to the group's Christmas party and reminded the Board that his members have not received a raise in two years.

#### Adjournment

Meeting adjourned at 2:34 PM. Minutes were approved and attested this 10th day of December, 2013.

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Dick Mullenax, Board Chair

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Kathryn M. LeRoy, Superintendent