

11 13 2018 Work Session 12 30 PM

DISCUSSION ITEMS

Item 1

1. [12:30 - 12:40 PM Fundraising For Volunteer Fees](#)

Attachment: [volunteerpackage.pdf](#)

Attachment: [PCPSVolunteerSpnsrFlyer181107_ADA.pdf](#)

Minutes:

Rachel Pleasant, Senior Director of Public Relations, and Jeanette Crowley, Senior Coordinator, provided an update on the proposed fees for volunteer applicants. Staff has been seeking sponsors, donors, and grants to cover the fees. A 'donate' or 'adopt' a school option will be on the district's website as well. Currently, volunteers pay \$25 for a statewide criminal background screening and the fee is to increase to \$40 in January, 2019 to cover the cost for a national background check.

The number of volunteers processed and previous costs will differ under the new system. It is unknown how many will apply if the option is free. In 2017 - 2018, 2591 volunteers gave less than 8 hours of service.

History of Volunteer Processing Fees compared to 2019 Cost:

- 2017/18 - 2,524 processed at \$63,100; 2019 fee - \$100,960
- 2016/17 - 2,753 processed at \$68,825; 2019 fee - \$110,120
- 2015/16 - 747 processed at \$18,675; 2019 fee - \$29,880
- 2014/15 - 1,672 processed at \$41,800; 2019 fee - \$66,880
- 2013/14 - 1,490 processed at \$37,250; 2019 fee - \$59,600

Mrs. Cunningham would like to see a sponsor option for small business owners such as herself. For example: STARs would sponsor 'x' number of applicants. She would understand if the \$25 fee for the volunteer stays; and we look for funding for the additional \$15. That has been the fee for years

and she hasn't heard of any complaints. She can understand if the January 1st rollout is pushed back until sponsors or funding is found.

Ms. Reynolds would prefer to see it at no cost. She loves the idea of adopt a school or classroom. She would like to see an area on the application asking if funding is needed or if they would like to sponsor someone else.

Mrs. Sellers asked if our current policy would need to be set aside until funding is arranged. School Board Attorney Wes Bridges stated it would and Wendy Dodge provided a policy at the last work session that addresses funding which will be presented for approval at the December meeting. Ms. Pleasant confirmed that the district hasn't been paying the additional cost of \$15; it becomes effective in January.

Mrs. Sellers would like to see a certain number of hours required before the District absorbs the cost.

Mrs. Fields asked how other school districts address the volunteer fees. Mrs. Crowley said a lot of counties pay for the applicant but if fingerprinting for another level is needed, the applicant pays.

Ms. Reynolds will not support the reimbursement, but if the applicant does volunteer a set number of hours during the first five years, they would have to pay for the renewal.

Ms. Pleasant suggested no fee at this time, but if too many apply and don't volunteer 8+ hours, revisit the reimbursement consideration.

Mr. Wilson clarified that the district will cover the \$15 additional until a solution or clear path is available. We will need to either set aside policy or adopt a new policy. Mrs. Byrd suggested we continue with the \$25/\$15 until the end of the school year; allowing staff time to pursue sponsors.

Item 2

2. [12:40 - 12:50 PM Policy Updates](#)

Attachment: [Neola policy Docs wk session 11-13-18.pdf](#)

Minutes:

Wendy Dodge, Director of Legislative Affairs, provided changes to current school board policies.

Item 3

3. [12:50 - 1:00 PM Revised Job Description-Senior Coordinator, Title I Special Programs](#)

Attachment: [11-13-18 WS Revised Job Description for Senior Coordinator, Title I Special Programs.pdf](#)

Minutes:

Item 4

4. [1:00 - 1:10 PM New Job Description for After-School Coordinator, Community Partnership Schools](#)

Attachment: [11-13-18 WS New Job Description-After School Coordinator.pdf](#)

Minutes:

The After School Coordinator for Community Schools position is for Crystal Lake Elementary and is completely funded by United Way.

Mrs. Fields asked if this is an annual obligation for United Way and, if so, will there be outcomes required as other United Way recipients are to provide. Mr. Hill stated the Community School staff will monitor the outcomes and provide them to the United Way.

Item 5

5. [1:10 - 1:20 PM Master Inservice Plan](#)

Attachment: [Master Inservice Plan 10.2018.pdf](#)

Attachment: [MIP netConnect.pdf](#)

Minutes:

Cheryl Joe, Senior Director of Professional Development, and Dr. Michael Akes, Chief Academic Officer, presented the 2018-2019 Master Plan which reports to the State our professional development learning practices for staff, the points of each master in-service components, and how many points are required toward certification for staff every five years. The newest component is on the multi-sensory education for reading and dyslexia.

INFORMATION ITEMS

Item 6

6. [Polk Education Foundation 2017-18 Audit Report](#)

Attachment: [PEF 2018 Final Financial Statements.pdf](#)

Minutes:

Mr. Wilson asked for a copy of the Management letter. Mrs. Copeland will provide it to all the Board.

Item 7

7. [2018-2020 Polk Education Foundation Officers and Board](#)

Attachment: [Board members and Occupations 2018-2020.pdf](#)

Item 8

8. [Investment Report as of 9/30/18](#)

Attachment: [Sum of Invest Earnings for Board 9-30-18.pdf](#)

Item 9

9. [Financial Statements for the period ending September 30, 2018.](#)

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

Item 10

10. [Head Start Monthly Report](#)

Attachment: [18HSA - Head Start Financial report as of 09-30-2018.pdf](#)

Attachment: [October 2018 Board Executive Summary Report.pdf](#)

BOARD AGENDA REVIEW

11. [1:20 - 1:30 PM Review the Agenda of the November 13, 2018 School Board Meeting](#)

Attachment: [REVISED 11 13 2018 School Board Agenda.pdf](#)

Minutes:

OLD BUSINESS

12. [1:30 - 1:50 PM Superintendent Byrd Contract Extension and Salary](#)

Attachment: [Superintendent's Contract.pdf](#)

Attachment: [Salary and Benefits Comparison Chart.pdf](#)

Attachment: [Byrd Contract Draft 13 Nov 2018 \(002\).pdf](#)

Minutes:

Mr. Wilson stated that the Superintendent's contract was negotiated with the superintendent for an extension and an increase in salary. Based on her evaluation, she scored higher and exceeded expectations in every category; specifically, an overall rating of 4.5 out of 5. On Performance Matters, she scored 4.97 out of 5. She had a superlative evaluation and he tied that into her contract based on teacher evaluations. He learned that she is not receiving a car allowance.

Mr. Wilson recommends her salary be increased to \$238,000. Based on her evaluation, he believes she should have a contract extension of 5 years. He clarified that in the State of Florida there is a 20-week limitation on the payout if presidents and superintendents are asked to leave. The extended contract doesn't create additional financial consequences for the district but it shows our faith in her. She has been very sensitive to the financial challenges of the district and that of our teachers. Even in the proposed range, she is well below what other districts are paying their superintendents.

Mr. Wilson stated Mrs. Byrd sets standards and asks all of us to meet those standards. She treats all Board Members fairly.

Mr. Harris commented on the revised salary comparison with Duval, Pinellas, Seminole, Hillsborough, and Palm Beach; Polk is the lowest paid. The market is higher than what is being proposed. He would like to see the district offer a more comparable market salary.

Mrs. Sellers stated if the Superintendent is happy with the agreement, she will support it. However, she believes Mrs. Byrd is worth more and wished we could offer a more competitive salary.

Mrs. Fields wished the Board could have discussed her performance before today. She has followed the plan the Board gave her. Mrs. Fields believes what has been proposed is fair and a good start. If she is doing a good job, she should be compensated appropriately. However, we need to work on improving all salaries.

Ms. Reynolds also will support the proposal; Mrs. Byrd is well respected by the community.

Mr. Harris will support the proposal but stated we will still be behind the market. Seminole has provided an additional raise to their newly sitting superintendent and we will remain behind the salary scale for our school leader.

Mr. Wilson encouraged Board Members to submit discussions to Susan at anytime for future work session.

NEW BUSINESS

13. [1:50 - 2:00 PM School Board Comments](#)

Minutes:

Mrs. Cunningham is excited that the 1/2 sales tax passed overwhelming. She hopes to hear soon what projects will be scheduled first. Mrs. Usher will provide a report at the December meeting.

Ms. Reynolds asked why students/parents aren't allowed to apply for more than one academy during Open Enrollment.

Dr. Barrios explained that several years ago Work Force staff decided District staff would process the applications rather than the schools. While the application indicated you can only apply for one, there was nothing in the programming to prevent it. The program was rewritten this year to work within FOCUS and allow Work Force staff to see if parent/students apply multiple times.

Steve Cochran stated that, historically, parents/students were asked to apply for one academy. Last year, multiple requests were allowed but because multiple applications are cumbersome for staff, it was decided to allow only one application this year. Families will have another opportunity to apply during the spring open enrollment period.

Ms. Reynolds believes they should be allowed to apply for more than one this year. Mr. Cochran said he hopes the new application will allow 3 prioritized options. If we return this year to the old system, there is no way to know which is their first choice.

Mrs. Sellers inquired about the spring option, can they have multiple options? Mr. Cochran will look into it.

Mrs. Sellers shared that a Winter Haven parent said that graduates are given 4 tickets and will be charged for each additional ticket. Mrs. Byrd reminded the Board that last year's graduation ceremonies at RP Funding Center were maxed in attendance. Chairs were added in the aisles and at both sides of the stadium to provide seating for families. Discussions have begun on seating so that each student is able to have their family attend. She doesn't believe a set number has been given nor a cost for additional tickets. She will make sure schools have the latest information for students and families.

Mr. Wilson voiced his appreciation to everyone for the hard work they did advocating for the half cent sales tax; especially in educating the public on the need to renew the funding. Ashley Troutman did a fantastic job taking the lead in the initiative. And, a special thanks to the community for understanding the importance of the tax.

Meeting adjourned at 2:04 PM. Minutes were approved and attested this 11th day of December, 2018.

Lynn Wilson, Board Chair

Jacqueline M. Byrd, Superintendent