

## 11 15 2011 Work Session

For ADA assistance, contact the Office of Equity and Compliance, 534-0781, at least 3 business days before the meeting.

### New Business

1. [8:30 - 9:00 AM School Board Comments](#)

#### Minutes:

Chair Fields invited Drs. Freijo and Liontas from USF Polytechnic to provide background information on Item C-15: Contract with USF Poly for Project PRIDE. The Polk County Public School District was the only district in the state to receive the RTTT funded grant. The program will provide scholarships to minority students who wish to achieve an education diploma. PRIDE: Planning and Rewarding Instructional Diversity in Education.

Mrs. Fields also invited representatives from RSM McGladrey, Inc. to provide information on Item 5: Internal Audit of Internal Accounts Report for year ended June 30, 2011.

### Board Agenda Review

2. [9:00 - 9:30 AM Review Agenda of November 15, 2011](#)

Attachment: [11 15 11 School Board Agenda.pdf](#)

#### Minutes:

No questions on agenda items.

3. [9:30 - 9:45 AM BREAK](#)

Discussion

Item 4

4. [9:45 - 10:00 AM Non-Union Employee Health Insurance](#)

Attachment: [Executive Summary - Non-Union Employee Health Insurance - November 15 2011.pdf](#)

Minutes:

Joy Myers, Director of Risk Management, Jose Farinas, Director of Employee Relations, and Denny Dunn, Assistant Superintendent of Human Resources, presented a proposal to provide the same health insurance settlement to the district's non-union employees as offered to PEA. This would be 40% reimbursement of the premiums paid for the 3566 or 704 health insurance plans to be placed on an HRA card good for 24 months (thru December 2013). There are 248 active non-union employees who paid premiums in order to utilize the 3566 or 704 health plans.

Item 5

5. [10:00 - 10:30 AM Internal Audit of Internal Accounts Report for the Year Ended June 30, 2011](#)

Attachment: [Internal Accts. Final Report 2010-11.pdf](#)

Attachment: [2010-11 Internal Funds-Cover, Fin Stmt, Notes & Supp Info.pdf](#)

Minutes:

The main findings of the audit were in the areas of untimely deposits and incorrect reporting mechanisms. Even though training for school staff has improved the process, the same issues continue to occur. It was noted that secretaries at elementary and middle schools have a variety of duties that include those of the finance secretary.

Two schools had no findings: Kingsford Elementary and Purcell Elementary.

Item 6

6. [10:30 - 10:45 AM Charter Review Committee Recommendation to the Superintendent on the Florida Virtual Academy at Polk County Charter Application submitted on or before August 1, 2011](#)

Attachment: [WS Committee Recommendation - Florida Virtual 11.15.11.pdf](#)

Minutes:

Carolyn Bridges, Senior Director of Magnet, Choice and Charter Office, reported that the application was submitted to 27 counties across the State. Unanswered questions were in the areas of the budget and how funds are paid on completors. Other issues are in the areas of curriculum, accountability, ESE, ELL, and Governance.

Item 7

7. [10:45 - 11:00 AM Revised Job Description for Director of Teacher Certification, Recruitment and Personnel Compliance](#)

Attachment: [Revised Job Description for Human Resource Services 11-15-11 WS.pdf](#)

Minutes:

Denny Dunn, Assistant Superintendent of Human Resource Services, reported that with the upcoming retirement of Donna Wingard, Director of Teacher Certification, Recruitment, and Personnel Compliance, it was appropriate to update the job description. Human Capital Management is a title used nationally and it defines that we manage people.

Peg Brenner, Director of Personnel, stated that the new job description will be more aligned to the actual duties and responsibilities of the position. Several Board Members felt that the title is too 'cold' and ambiguous. Concerns were in the educational requirements and those that were 'preferred'.

Mr. Dunn stated that the update would bring parity in relation to other Directors within the department such as the Director of Employee Relations and the Director of Personnel. Using 'preferred' opens the position to more applicants.

Information

Item 8

8. [Budget Update](#)

Attachment: [FTE Projection 2011-12 102711.pdf](#)

Attachment: [WS FIEconomicOverview 10-27-11.pdf](#)

Attachment: [WS Budget Update.pdf](#)

Attachment: [WS Master Schedule.pdf](#)

Minutes:

- According to data, Florida enrolled 7500 more students than projected which will cause a proration of FTE funds across the state. Because Polk was one of the few counties that enrolled more students than was

projected, it is believed that our allotment will be slightly higher than projected.

- The pending lawsuit with FRS will also have a huge influence when preparing the upcoming budget. If the courts support the employees, the State will need to find approximately \$15 million.

Meetings are scheduled with PEA representatives to locate funding lapses (areas where funds might be allocated for salaries: health premiums coverage; social security, (cafeteria plan - pretax benefits) in hopes to identify resources for future negotiations.

Mrs. Wright asked when her budget concerns voiced at an earlier work session will be addressed. Dr. Nickell reported that Assistant Superintendent Mark Grey is out of the office today but she will ask Audra Curts, Director of Finance, to identify and address the concerns.

#### Item 9

##### 9. [School Improvement Plans 2011-12](#)

- Attachment: [District 4 SIP.pdf](#)
- Attachment: [CharterSchools for Title I.pdf](#)
- Attachment: [All DJJ SIP.pdf](#)
- Attachment: [District 7 SIP.pdf](#)
- Attachment: [District 5 SIP.pdf](#)
- Attachment: [CharterSchools for Contract.pdf](#)
- Attachment: [District 2 SIP.pdf](#)
- Attachment: [District 3 SIP.pdf](#)
- Attachment: [District 6 SIP.pdf](#)
- Attachment: [District 1 SIP.pdf](#)

Minutes:

Mr. Mullenax commented that Part 2 of the documents is the main information addressing student improvement. He does not feel that schools are providing direction in how they plan to raise student achievement. After meeting with Dr. Nickell earlier, he requested a summation of where they are and what they plan to do. Dr. Nickell announced that plans are in place to make that happen at the next reporting session. A short summary on each school (one page) will be provided to the Board.

Mrs. Fields stated several schools set 100% goals which is setting them up for failure.

#### Item 10

##### 10. [School Advisory Council \(SAC\) Membership for 2011-12](#)

- Attachment: [District 1 SAC Membership 2011 2012.pdf](#)
- Attachment: [District 2 SAC Membership 2011 2012.pdf](#)

Attachment: [District 3 SAC Membership 2011 2012.pdf](#)  
Attachment: [District 6 SAC Membership 2011 2012.pdf](#)  
Attachment: [District 7 SAC Membership 2011 2012.pdf](#)  
Attachment: [District 4 SAC Membership 2011 2012.pdf](#)  
Attachment: [District 5 SAC Membership 2011 2012.pdf](#)

Minutes:

Mr. Harris noted that two different templates were used and several had blanks in the membership. Donna Buckner, Senior Coordinator in Assessment and Accountability, reported they had reviewed the SAC percentage requirements and, under Dr. Nickell's direction, have increased the percentage from 5% to 10%. The goal is to have the membership more robust.

Item 11

11. [Head Start Services Continuation Grant](#)

Attachment: [Nov 2011 Board Executive Summary.pdf](#)  
Attachment: [11HSA BUDGET REVIEW 10-14-11.pdf](#)  
Attachment: [Head Start Presentation to Board -2011 rev.pdf](#)

Minutes:

Matti Friedt, Director of Pre-School Programs reported that the School Board is the governing body with fiduciary responsibility and oversight along with the policy council (parents).

Mrs. Friedt stated that a board member needs to be a part of the policy council. Meetings are usually held third Thursday of each month - 9:00 - 11:00.

Mrs. Fields responded that the assignment will be made during the Board reorganization later this month.

Item 12

12. [Academic Tournaments Continuation Grant 2011-2012](#)

Attachment: [Org chart.pdf](#)  
Attachment: [Coordinator Academic Competitions.pdf](#)  
Attachment: [Academic Tourney Board Summary Impact 11-12 \(2\).pdf](#)  
Attachment: [2010-2011Non-UnionSalaryRanges.pdf](#)

Minutes:

Item 13

13. [Attorney Client Session](#)

Minutes:

School Board Attorney Wes Bridges announced that the Work Session will recess at this time (10:40 AM) for the Attorney Client Session to begin at 10:45 AM.

Work Session reconvened at 11:20 AM.

Adjournment

Meeting was reconveyed and adjourned at 11:20 AM. Minutes were approved and attested this 13th day of December, 2011.

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Hazel Sellers, Board Chair

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Sherrie B. Nickell, Ed. D, Superintendent