

12 10 2013 Work Session 8 30 AM

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 - 8:40 AM School Board Comments](#)

Minutes:

Mrs. Cunningham reported that all seven board members completed the Ethics training provided at the Florida School Boards Association conference last week.

Mr. Mullenax announced that a grievance hearing has been tentatively scheduled for January 28, 2014 at the request of the Polk Education Association. The location and time has yet to be determined.

2. [8:40 - 8:55 AM Items to Discuss with Legislative Delegation](#)

Attachment: [2014 Legislative Platform Suggested Items.pdf](#)

Minutes:

Mr. Mullenax reminded the Board Members that the District has been allotted one hour to present our priorities to the Legislative Delegation on December 16th.

- Mr. Berryman suggested the Superintendent present an overview and then each board member can speak on their area of interest.
- Mrs. Fields asked if an equal playing field for public schools compared to charter schools is one of the topics (i.e. class size requirements, PECO dollars).
- Mr. Mullenax voiced his concern with the DCD (District Cost Differential)
- Mrs. Wright commented that FSBA has a list of areas needing attention. She suggested it be blended with our document.

Mrs. Wright voiced concerns with the VPK program: limited slots available, one location to apply (Lakeland), and teacher certification requirements. Mr. Berryman stated that discussions are being held with the local Coalition. To avoid duplication, Mrs. Wright removed it from her list of concerns for the Legislative Delegation discussion.

3. [8:55 - 9:05 AM Update on Our Children's Academy](#)

Minutes:

Sheila Phelps, School Board Internal Audit Director, updated the School Board on DOE's investigation of a complaint against Our Children's Academy Charter School. Thomas Durkee, the CPA hired by the OCA Board, is reviewing all three years named in the complaint and should have a report completed before the Christmas Break.

Board Agenda Review

4. [9:05 - 9:20 AM Review December 10, 2013 School Board Agenda](#)

Attachment: [12 10 13 School Board Agenda revised.pdf](#)

Minutes:

C-21: Amend Project Pride Contract with University of South Florida.

Mrs. Wright requested an update on this program. Mr. Dunn reported there are 20 interns placed at the "D" and "F" schools. This amendment is to provide mentors until June for the interns through the grant's carryover funds. The students will graduate in the Fall. Out of the initial 42 participants three years ago, it is anticipated that 37 individuals will successfully complete the program.

Superintendent LeRoy stated that mentor support for new teachers should be for a full year and has located Race to the Top grant funds to make this possible.

Mrs. Wright requested data be provided on the quality of the mentoring. Mr. Dunn responded that at the end of the grant a report on all aspects of the program will be provided.

Mr. Berryman asked if Florida Southern College and Southeastern University have similar programs. Mr. Dunn responded that FSC and Southeastern are our larger providers of beginning teachers. He stated that the initial program was through USF's federal \$1.4 million grant. With USF leaving Lakeland, Polk State College is being approached to see if they have grant funds to continue the program. Any university that has the funds available will reach out to us to provide the service.

R-44: Agreement with Learning Resource Center of Polk County

Mr. Berryman noted, for the record, that he serves on the Learning Resource Center's Advisory Board.

Mrs. Wright would like to see a report on the success and effectiveness of the program.
Mr. Mullenax concurred.

Mrs. LeRoy stated that she has met with the group and discussed having baseline data for FAIR in math and reading (pre and post testing data).

R-45: School-Based Administrator Salary Increase

Mrs. Fields asked which groups have not received a salary increase. Mr. Dunn will provide the information during the work session.

Attorney's Report

Mr. Bridges announced that he will be adding an item to today's agenda requesting permission to advertise a public hearing in February to address the Special Programs and Procedures Act.

5. [9:20 - 9:30 AM BREAK](#)

Minutes:

Superintendent LeRoy distributed copies of the Ledger's Community Bulletin featuring Polk County Public Schools that was distributed through their media network last week. It will also be printed in Spanish and Creole.

Mrs. LeRoy asked if the Board wished to have the public hearing to rezone Winston Elementary at Kathleen High School. She stated that very few parents attended the initial public meeting. Consensus was to hold the meeting at Kathleen High School.

Discussion

Item 6

6. [9:30 - 9:50 AM June 30, 2013 Audit Report and Comprehensive Annual Financial Report \(CAFR\)](#)

Attachment: [Final CAFR with Cover.pdf](#)

Minutes:

Jim Bekaert, with Cherry Bekaert, LLP, provided a brief overview of the Audit Report.

- Audit Requirements
- Audit Scope
- Audit Standards and Requirements
- Financial Audit Results
- Single Audit Results
- Auditors' Required Communications

Financial Audit Results

- Reports in the Comprehensive Annual Financial Report
 - Unmodified opinions that the Basic Financial Statements of the Polk County School Board are free from material misstatements and fairly presented in all material respects. This is the highest level of assurance an independent CPA is allowed to give.
- Other reports to be issued
 - Auditor General Management Letter
 - Unmodified opinion over compliance issued with no significant deficiencies or material weaknesses reported under OMB Circular A-133.
 - Major Programs tested (i.e. Title I, Head Start, Race to the Top, ARRA, School Improvement Grant Cluster, Improving Teacher Quality)
 - No findings or questioned costs noted during the Single Audit in the current year

Discussion followed on a handbook that will help Board Members understand the CAFR report.

Item 7

7. [9:50 - 10:05 AM Financial Statements and Projections for 2013](#)

Attachment: [Sep 2013 Financial Package.pdf](#)

Attachment: [Oct 2013 Financial Package.pdf](#)

Minutes:

Mike Perrone, Associate Superintendent and Chief Financial Officer, and Pennie Zuercker, Director of Financial Reporting, presented the September and October 2013 Financial statements.

- General Fund Financial Statement (Operating Funds)
- On target with revenues
- Fund balance is at \$71,000,000
- Assigned and Unassigned is projected to be \$30,000,000 or 4.61% to revenue (5% minimum requirement).

Mr. Mullenax asked if the 5% minimum will be reached before the end of the fiscal year. Mr. Perrone felt confident that it will be; the district is being conservative with the projection and should know more after the November statements because they will reflect the salary increases just approved.

Item 8

8. [10:05 - 10:20 AM New 2013-2016 Magnet School Assistance Program Grant \\$11,927,505](#)

Attachment: [1Work Session 2013 MSAP Positions 12 10 13 \(3\).pdf](#)

Minutes:

Carolyn Bridges, Senior Director of Magnet, Choice and Federal Programs, announced that USDOE has approved for Dundee Elementary to be included in the MSAP grant.

Item 9

9. [10:20 - 10:40 AM District Wide Accreditation](#)

Minutes:

Mrs. LeRoy announced she will be presenting a request in January to move from an individual high school accreditation to a district-wide accreditation process. This will allow all schools (elementary/middle/high) to become accredited. She will provide all the details and costs at the January presentation. It will move us from a 'school' improvement to a 'system' improvement. Other districts that use this process are Miami-Dade, Duval, Broward, Lee, Hillsborough, Collier and several others. This gives the district a two year pause for implementation should the Board decide to make the change.

The cost is higher but it covers a five year period.

Information

Item 10

10. [Investment Report for July through September 2013](#)

Attachment: [POLK_SD_InvestmentPerformanceReport_9-30-13_COMPLETE.pdf](#)

Item 11

11. [Head Start Summary](#)

Attachment: [Board Executive Summary Dec.pdf](#)

Attachment: [10-31-2013 BIC.pdf](#)

Attachment: [13HSA Oct Budget Report Board Mtg.pdf](#)

Minutes:

Mark Dees, Budget Coordinator for Head Start, reported that 891 students are enrolled in the program which is 100% of the funded enrollment. Attendance is at 92.5% and was discussed with parents at the Policy Council meeting.

Mrs. Wright requested information on the number of students participating in Head Start and VPK programs that enter our Kindergarten. She asked if there is an attendance policy. Are students dropped from the program if their absenteeism is high? Mr. Dees stated that attendance is a requirement and is monitored closely.

Mrs. LeRoy reported she is working with Rhonda Ashley and Title I to fund a PreK class at every Title I Elementary school. She believes transportation is a major issue for parents.

Item 12

12. [School Based Administrator Salary Increase](#)

Attachment: [SBA Salary Increase 12-10-13 WS.pdf](#)

Minutes:

Denny Dunn, Associate Superintendent of Human Resources, reported that Specific Appropriation 87, contained in Senate Bill 1500, provides a \$2000 salary increase, retroactive from July 1, 2013, for all principals and assistant principals. On November 12, 2013, the School Board approved appropriation funds for teachers, paraprofessionals, and educational support personnel. This request will address the principals and assistant principals.

Mr. Dunn provided information on the salary increases of all employee groups over the past six years. Mrs. Fields asked if it is possible to provide salary increases for the two groups that have not had a raise in two years (AFSCME and Non-Union Professional Technical staff).

Item 13

13. [Polk Education Foundation Audit](#)

Attachment: [2012-13 PEF Audit final.pdf](#)

Attachment: [2012-13 PEF End of Year Rpt.pdf](#)

Minutes:

Susan Copeland, Director of the Polk Education Foundation, announced that this is the third year that there have been no findings (concerns) in the audit.

Adjournment

Meeting adjourned at 11:00 AM. Minutes were approved and attested this 14th day of January, 2014.

Dick Mullenax, Board Chair

Kathryn M. LeRoy, Superintendent