

THE SCHOOL BOARD OF  
ESCAMBIA COUNTY, FLORIDA

MINUTES, SEPTEMBER 10, 2013

The School Board of Escambia County, Florida, convened in Special Meeting at 5:00 p.m., in Room 160, at the J. E. Hall Center, 30 East Texar Drive, Pensacola, Florida, with the following present:

|                               |  |             |                     |
|-------------------------------|--|-------------|---------------------|
| Chair:                        | Mr. Jeff Bergosh   | Vice Chair: | Mrs. Linda Moultrie |
| Board Members:                | Mr. Gerald W. Boone<br>Mrs. Patricia Hightower<br>Mr. Bill Slayton |             |                     |
| School Board General Counsel: | Mrs. Donna Sessions Waters   |             |                     |
| Superintendent of Schools:    | Mr. Malcolm Thomas   |             |                     |

Meeting was advertised in the *Pensacola News Journal* on August 29, 2013 - [Legal No. 1607249](#)

[Note: The minutes below reflect actions taken during this meeting. Any additional information can be accessed by review of video at <http://escambiacountysdf1.swagit.com/play/09102013-676>. General discussion among Board Members, the Superintendent and staff occurred during this meeting.]

## I. CALL TO ORDER/ADOPTION OF AGENDA

Mr. Bergosh called the Special Meeting to order at 5:00 p.m. Motion to adopt the agenda was made by Mr. Slayton and seconded by Mrs. Hightower, and approved unanimously.

Supplementary Minute Book, Exhibit "A"

## II. FINANCE

### 1. [Resolution to Amend District School Budget](#)

[Resolution 12 – General Operating Fund](#)  
[Resolution 12 – Special Revenue – Federal Programs](#)  
[Resolution 12 – Capital Projects Fund](#)

Mr. Bergosh asked for a motion to approve all of Item #1, Resolution 12 – General Operating Fund; Special Revenue – Federal Programs; and Capital Projects Fund. Mr. Boone made the motion, with Mrs. Moultrie seconding the motion.

Mr. Bergosh asked if there was any discussion on these items. Mrs. Hightower suggested that since the meeting was being televised/recorded, that Mr. Terry St. Cyr, Assistant Superintendent for Finance, explain the process.

Mr. St. Cyr then provided a brief overview of the process for all three items. He said that Item #1 represented the final budget amendments for June 30, 2013, and they would be reflected on the Annual Financial Report which would be approved in a moment. Mr. St. Cyr said the recap of General Fund reserves are typically provided each month. They are usually reserved for contingencies in various categories, and the final will be seen on

June 30, 2013. Item #3 is the adoption of the Annual Financial Report and it closes out June 30, 2013. Mr. St. Cyr stated the *Report of Financial Data to the Commissioner of Education* (Form ESE 348) will be transmitted tomorrow to the Florida Department of Education (FLDOE) electronically. He stated the *Superintendent's Annual Financial Report* (Form ESE 145) will be mailed. He further explained it is all one package and is available on the website at:

[http://www.escambia.k12.fl.us/board/PDF%2013/September/09\\_10\\_13\\_specmtg/AFR\\_063013.pdf](http://www.escambia.k12.fl.us/board/PDF%2013/September/09_10_13_specmtg/AFR_063013.pdf), and there are hard copies available.

Mrs. Hightower asked if Items #1 and #2 “had to happen” in order for Item #3 to accurately reflect what had occurred for the 2012 fiscal year. Mr. St. Cyr said that Item #2 is informational, and that Item #1 reflects other budget amendments which are reflected on Item #3 to finish out the year.

Mr. Bergosh asked if there was further discussion on this, there was none. He called for the vote on the motion to adopt. Motion carried unanimously.

2. [Recap of General Fund Revenues](#)

Mr. Bergosh asked for motion to accept the recap of the General Fund Revenues, Item #2. Motion to approve by Mrs. Hightower, and seconded by Mr. Slayton. The motion carried unanimously.

3. [Superintendent's Annual Financial Report \(Form ESE 145\) and the Report of Financial Data to the Commissioner of Education \(Form 348\) for the fiscal year ending June 30, 2013.](#)

Mr. Bergosh asked for a motion to approve Form ESE 145 and Form 348. Motion was made by Mrs. Moultrie and seconded by Mr. Boone. Mr. Bergosh asked if the forms were produced in-house. Mr. St. Cyr said that they produce it, and part of it would be submitted electronically. Mr. Bergosh clarified that everything in the report that was about to be approved was done in-house with no outside input from outside auditors, and this was verified by Mr. St. Cyr.

Mrs. Hightower asked if there were any problems with gathering data because of change over to the Skyward® software system. Mr. St. Cyr said there were no real problems. Mrs. Hightower expressed concerns since there was a problem with some of the figures when they were going through the budgeting process. Mr. St. Cyr stated that was a separate issue. Mr. Thomas indicated this is a form provided by the state, and we enter the numbers; you don't re-create the form.

Mr. Bergosh asked for further questions or comments, there were none. He called for a vote. The motion carried unanimously.

### III. PUBLIC FORUM

Mr. Bergosh asked if anyone from the public wanted to speak to the School Board. There were no speakers.

### DISCUSSION/COMMENTS

Mrs. Hightower reminded the School Board Members that the Florida School Boards Association's (FSBA) dinner tomorrow night would be casual. She also invited them to attend any presentations during the three day retreat.

Mrs. Moultrie asked if this was the first time the retreat was being held in this part (panhandle) of Florida. Mrs. Hightower said it was as far as she knew. Mrs. Moultrie commented that she was excited about having south Florida coming up to northwest Florida to see the beautiful panhandle. Mr. Bergosh asked how many people were attending and Mrs. Hightower replied that sixty (60) were coming.

**IV. ADJOURNMENT**

Mr. Bergosh asked if there were any other items for the Board, and there were none. The meeting was adjourned at 5:09 p.m.

Attest:

Approved:

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Chair

Pending Board Approval