

THE SCHOOL BOARD OF
ESCAMBIA COUNTY, FLORIDA

MINUTES, MARCH 15, 2016

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

Chair: Mr. Bill Slayton
Vice Chair: Mrs. Linda Moultrie
Board Members: Mr. Gerald W. Boone
Mr. Jeff Bergosh
Mrs. Patricia Hightower

School Board General Counsel: Mrs. Donna Sessions Waters

Superintendent of Schools: Mr. Malcolm Thomas

Meeting was advertised in the *Pensacola News Journal* on March 1, 2016 – Legal No. 1654534

NOTE: The minutes from this session have been prepared according to *Roberts Rules of Order, Newly Revised*.
The video from this session is available at <http://escambiacountysdf1.swagit.com/play/03152016-577>

I. CALL TO ORDER

Mr. Slayton called the Regular Meeting to order at 5:30 p.m. He welcomed everyone in attendance to the regular monthly meeting of the Escambia County School Board and thanked them for their interest in public education.

a. Invocation and Pledge of Allegiance

Mr. Slayton called for a brief moment of silence followed by the Pledge of Allegiance to the Flag of the United States of America.

b. Adoption of Agenda

Motion by Mrs. Hightower, seconded by Mr. Bergosh, to adopt the agenda, carried unanimously.

c. Committee/Departmental Reports

1. PTA Presentation

Mrs. Bridgette Brooks, President of the Escambia County Council PTA (ECCPTA), gave a brief report on the recent and upcoming events and activities of the PTA.

2. Stellar Employee of the Month

The Superintendent made the following announcement: *I am pleased to inform you that the Stellar Employee for this month is Ms. Cheryl Brown. Ms. Brown is a School Bus Operator serving students at Lincoln Park Primary School. She has been with the District for nine (9) years, and in her current role for three (3) years. While compounding her bus at McArthur Elementary School, she arrives every morning and does not just check her bus, but every bus, to see if there are noticeable issues that will delay the start of the bus routes. On cold days, she starts each bus to ensure everyone's day begins on time and that students and fellow bus operators are able to board warm*

buses in the morning. When other bus operators are pressed for time and they need help transporting students, Ms. Brown is often the one who answers the call. Most of Ms. Brown's Lincoln Park students are ESE Pre-K students, and before the first day of the school year, she takes the initiative to personally meet every parent and child to ensure her students' first day of school does not begin with a stranger. When her students arrive at school, she often walks with them to breakfast so she can be there to see them receive the nutrition they need for a successful day in class. She often volunteers to go on field trips with her pre-k students. This year, Ms. Brown purchased every child on her school bus a Christmas gift. She was so excited about giving her students the gifts that she could hardly wait until the last day of school to give them out. Ms. Brown's generosity and her love for these students reaches far and wide. In addition to the love and care she shows to her students, she has also extended assistance to her fellow bus operators when personal issues arise. Exemplifying the pillars of "people" and "service," Ms. Brown is precisely the kind of person every parent wants caring for their children and the kind of person every employee wants as a co-worker and friend. Her generous and caring nature is embedded deeply in her character and is part of what makes her an invaluable asset to the Transportation Department and to the Escambia County School District. It is for these reasons that she has been selected as our Stellar Employee of the Month for March 2016. To acknowledge her achievement and recognize her stellar performance, Ms. Brown received a plaque and a pin from the School District and a check in the amount of \$100 from Members First Credit Union.

3. Purchasing Rebates Presentation

The Superintendent made the following announcement: *March is National Procurement Month. A time to celebrate with pride the role of the public procurement profession. When we celebrate procurement month, we acknowledge an outstanding group of professionals who have made a difference in governmental efficiency and effectiveness. This month provides the opportunity for the School District of Escambia County and the School Board to acknowledge one of the many ways our Purchasing Department saves and earns funds on a daily basis. Let me share a few highlights from this past year: (1) Maintenance was the last department to fully implement the Purchasing Card program due to the scope and size. This has increased their efficiency by allowing their personnel to make purchases with vendors without first calling into the office for a purchase order number. This was a time consuming component of their process. The office staff and crews are now available to perform other duties to better assist their customers. (2) The Warehouse has increased their use of the cards to purchase stock that not only earns rebate dollars, but also allows them to receive their products faster. (3) Accounts Payable continues to process fewer and fewer purchase order invoices. The District utilizes hundreds of vendors each month so instead of processing and paying each individual invoice, Regions Bank simply debits a School District account once a month for the total expenditure. As this program grows, so does the Purchasing Department's level of effort. They must continuously train personnel and monitor the purchases placed on the Purchasing Card. However, this results in doing business in the most effective and efficient way, and best of all, is the rebate! The 2015 rebate brings our total received, over the years, to a fantastic \$770,000.00. To join us in celebrating our achievement this evening from Regions Bank are: Mr. Brett Barrow, Senior Vice President-Commercial Banking, Ms. Tracey Brent, Treasury Management Officer, and Mr. Wesley Worsham, Commercial Card Consultant. These Regions Bank officials are here to present the 2015 calendar year purchasing card rebate check in the amount of \$150,351.95. What this means is the District charged \$11.5 million on the purchasing card and now our school district is getting a rebate of \$150,351.95 from those credit card purchases. Not only does our District coffers benefit from these rebates, but so do our individual schools. By spending their internal accounts funds via their Compass Bank purchasing cards instead of checks, the schools save payment processing time and they earn 1.5% of each dollar spent. Tate High School was the big winner in 2015 with a rebate totaling \$5,566.69. This month, BBVA Compass Bank will disburse checks to each school for their portion of the rebate earned. The 2015 Internal Accounts expenditure of \$2,640,000.00 grew its rebate by 39.8% compared to a year ago. Mr. Mark Gretzinger, Financial Sales Advisor and Ms. Denise Kristiansen, Branch Retail Executive from BBVA Compass Bank are here to present a check in the amount of*

\$39,615.14 for the internal accounts purchasing card program. I would like to thank both Regions Bank and BBVA Compass Bank for generously giving back to the community and to our School District. Mr. Dombroskie, would you and your employees in the Purchasing Department please stand and be recognized for a job well done.

4. Youth Success Week Resolution

The Superintendent read aloud the following resolution:

WHEREAS, the Florida Department of Juvenile Justice supports a balanced approach to juvenile justice and is committed to protecting Florida's citizens; responding to victims of juvenile crime, preventing juvenile crime, meeting the treatment needs of juvenile offenders, diverting youth from a life of crime and returning youth to their communities as productive citizens; and

WHEREAS, the Department's targeted services, coupled with appropriate consequences, accountability and treatment for juveniles who commit serious crimes, have resulted in significant reductions in juvenile crime; and

WHEREAS, law enforcement, the court system, program providers, local boards and councils, schools, volunteers, and other juvenile justice partners, including parents, work tirelessly with young offenders, leading to declining juvenile crime rates; and

WHEREAS, juvenile justice programs have assisted juvenile offenders in remaining crime free, leading to fewer crimes and more saved lives; and

WHEREAS, we as part of the community believe that working together, we can make a difference in our students' lives; and

WHEREAS, the School District of Escambia County is commemorating its twenty-second year of collaborating with the Department of Juvenile Justice in providing services to the citizens of Florida, the District has adopted and proclaimed "Peace Still Works in our Schools, Homes, and Communities" to be the theme for Youth Success Week 2016;

NOW, THEREFORE, BE IT RESOLVED that the School Board of Escambia County does hereby recognize the week of April 17-23, 2016, as

YOUTH SUCCESS WEEK

and calls upon families, schools, religious and civic organizations, businesses and communities to become partners in celebrating, motivating, and empowering our youth for success.

BE IT FURTHER RESOLVED that a copy of this resolution be spread upon the minutes of the regular meeting of said Board and a copy be tendered to the Director of the Department of Alternative Education and the Chief Probation Officer for Circuit One, Department of Juvenile Justice.

Motion by Mr. Bergosh, seconded by Mrs. Moultrie, to adopt a resolution recognizing the week of April 17-23, 2016, as Youth Success Week, carried unanimously.

5. Florida School-Related Employee of the Year

The Superintendent made the following announcement: *I am pleased to inform you that the 2016 School Related Employee of the Year is Jo Anne Baerresen. Mrs. Jo Anne Baerresen has been employed with our District for thirty (30) years and is currently the Administrative School Secretary at Holm Elementary School, where she had been employed for ten (10) years. Year after year, she has demonstrated exemplary job performance in every aspect of her duties; however, it is her personal attributes such as her genuine care and concern for those around her that sets her apart. From the faculty, staff and parents, who interact with her on a daily basis, to the first time visitor, who is seeking assistance or information, all are drawn to Mrs. Baerresen's energetic and engaging personality. The students lovingly refer to her as Ms. Jo Anne because she has cultivated relationships and taken personal interest in their lives. She knows all of the students at the school and has developed relationships with the parents at the school. She is visible and accessible, and consistently greets everyone in such a way that they feel acknowledged and important. She is a wealth of information, a team player, and there isn't much she can't fix, correct, or make happen. She does not bring a problem to the table unless she has a solution to offer. She always has time to listen and she is a delight to work with and to be around, and she always goes the extra mile to ensure students are comfortable, safe, secure and valued. For the reasons stated, for the many other reasons not stated, and because Mrs. Baerresen exemplifies the pillars of "people" and "service," she has been selected as our 2016 School-Related Employee of the Year. To acknowledge her achievement and recognize*

her stellar performance, Mrs. Baerresen received a plaque and a pin from the School District and a check in the amount of \$100 from Members First Credit Union.

II. PUBLIC FORUM

(Supplementary Minute Book, Exhibit "A")

Ms. Donna Harper, representing the Escambia Education Association (EEA), asked that the School Board "not overlook" its employees, in terms of salary increases, when setting their budget for the 2016-2017 fiscal year.

III. MINUTES

- a. 01-14-16 Special Workshop
- b. 02-16-16 Regular Meeting

Motion was made by Mr. Boone and seconded by Mrs. Moultrie, to approve the minutes as listed (Items a and b). Motion carried unanimously.

IV. UNFINISHED BUSINESS

-None

V. NEW BUSINESS

a. PROPOSED ADDITIONS OR REVISIONS TO SCHOOL DISTRICT RULES

1. Rule(s) Adoption

- A. Notice of Intent to Adopt Amendments to Rules and Procedures of the District School Board: Chapter 7

Mr. Slayton called for public input on this item; however, there was no one who wished to address the School Board. Motion by Mr. Bergosh, seconded by Mrs. Moultrie, to adopt amendments to Rules and Procedures of the District School Board: Chapter 7, carried unanimously.

- 2. Permission to Advertise
- None

b. CONSENT AGENDA

The following items were pulled for separate vote from the Consent Agenda: V.b.2.A.3 by Mr. Bergosh, V.b.2.C.6 by Mrs. Moultrie, and Item V.b.2.E.10 by Mr. Slayton. Motion was made by Mrs. Hightower and seconded by Mrs. Moultrie, to approve the Consent Agenda, except for items pulled. Motion carried unanimously.

1. Curriculum

(Supplementary Minute Book, Exhibit "B")

- A. Alternative Education
 - No items submitted
- B. Continuous Improvement
 - 1. School Choice Student Transfers
- C. Elementary Education
 - 1. The School District of Escambia County, Florida Summer School Programs - 2016
- D. Evaluation Services
 - No items submitted
- E. Exceptional Student Education
 - No items submitted

- F. High School Education
-No items submitted
 - G. Middle School Education
-No items submitted
 - H. Professional Learning
-No items submitted
 - I. Student Services
-No items submitted
 - J. Title I
 - 1. Pensacola Promise Zone Memorandum of Understanding Between City of Pensacola, Florida, Escambia County, Florida, University of West Florida, Pensacola State College, United Way of Escambia County, and the School Board of Escambia County, Florida
 - K. Workforce Education
-No items submitted
 - L. Other
-No items submitted
2. Finance and Business Services
(Supplementary Minute Book, Exhibit "C")
- A. Finance
 - 1. Legal Services – General Fund
 - a. The Hammons Law Firm \$ 2,963.50
 - b. The Hammons Law Firm \$ 122.50
 - c. The Hammons Law Firm \$ 432.50
 - d. The Hammons Law Firm \$ 857.50
 - e. The Hammons Law Firm \$ 92.00
 - f. The Hammons Law Firm \$ 1,132.50
 - g. The Hammons Law Firm \$ 332.50
 - h. Rumberger, Kirk & Caldwell \$ 160.00
 - i. Shell, Fleming, Davis & Menge, P.A. \$ 3,644.00
 - 2. Legal Services - Risk Management Fund
The Hammons Law Firm \$ 3,801.30
 - 3. Statement from Florida School Boards Association for 2016-2017 annual dues

Motion was made by Mrs. Moultrie and seconded by Mrs. Hightower, to approve Item V.2.A.3., *Statement from Florida School Boards Association for 2016-2017 annual dues*. Mr. Bergosh reiterated comments he had made during the March 11, 2016 Regular Workshop. He began by referring to a new law taking effect on July 1, 2016, that would change the assessment of membership association dues which were paid with public funds, giving an individual public officer the option to refrain from joining such membership association.

Section 1. Section 617.221, Florida Statutes, is created to read:
617.221 Membership associations; reporting requirements; restrictions on use of funds.-

(1) As used in this section, the term "membership association: means a not-for-profit corporation, including a department or division of such corporation, the majority of whose board members are constitutional officers who, pursuant to s. 1001.32(2), operate, control, and supervise public entities that receive annual state appropriations through a statutorily defined formulaic allocation that is funded and prescribed annually in the General Appropriations Act or the substantive bill implementing the annual appropriations act. The term does not include a labor organization as defined in s. 447.02 or an entity funded through the Justice Administrative Commission.

(2) Dues paid to a membership association which are paid with public funds shall be assessed for each elected or appointed public officer and may be paid to a membership association. If a public officer elects not to join the

membership association, the dues assessed to that public officer may not be paid to the membership association.

Given that the Florida School Boards Association (FSBA) 2016-17 annual dues were not due until July 1, 2016, Mr. Bergosh requested that the payment be postponed for at least thirty (30) days, to allow time for the “dust to settle and the smoke to clear” regarding the implementation of this new law. Mr. Bergosh spent a few moments citing reasons why he did not wish to be associated with the FSBA. He asked to hear from his fellow School Board Members as to the rationale for paying these dues early, given that on July 1, 2016, the new law would allow him to pull out his portion of those dues and redirect those funds elsewhere. In light of the pending legislation, and because Mr. Bergosh had made it clear that he did not wish to be a member of the FSBA, Mrs. Hightower offered the following amendment to the motion on the floor: “I move to amend the (FSBA) dues so that we (School Board) would pay the dues amount for four (4) School Board Members and hold the entire portion for the District I School Board Member (Jeff Bergosh) in the (School District’s) General Fund until such time as the election of a new School Board Member (District I).” Mr. Boone seconded the amendment. [The invoice from the FSBA specified that the total 2016-17 annual dues were \$21,766.00. During the discussion of this item, it was noted that Mrs. Hightower’s amendment, if approved, would authorize the School District’s Finance Department to pay the FSBA a total of \$17,412.80 (4 x \$4,353.20); with the remaining \$4,353.20 (\$21,766.00 - \$17,412.80) to be held in the School District’s General Fund until such time as a new School Board Member for District I was elected. Upon election of a new School Board Member for District I, he/she would then decide whether or not to use those funds to join the FSBA.] Mrs. Hightower noted that her amendment would allow the School Board Members, with the exception of Mr. Bergosh, to move forward with payment of their FSBA dues. Mrs. Moultrie had concerns about Mrs. Hightower’s amendment, noting that it was unclear from the invoice as to how the FSBA had actually assessed the total dues amount. She was concerned that those dues may not have been assessed based simply on the number of school board members, but on other factors such as county size and/or student population. Mr. Bergosh said he appreciated Mrs. Hightower making the amendment to remove his portion from the payment; however, he would vote against that amendment because he did not believe that the majority of the School Board should “override” the minority. The amendment to the motion on the floor was approved 3 to 2, with Mr. Bergosh and Mrs. Moultrie voting “No.” The motion as amended was approved 3 to 2, with Mr. Bergosh and Mrs. Moultrie voting “No.”

B. Accounting Operations

1. Check Register for February 2016

C. Budgeting

1. Recap of General Fund Reserves (Non-Categorical) as of February 29, 2016
2. Resolutions to amend 2015-2016 District School Budget:
 - a. Resolutions 6 and 7 – General Operating Fund
 - b. Resolution 6 – Special Revenue – Federal Programs
 - c. Resolution 6 – Capital Projects Fund
 - d. No item submitted – Special Revenue – Food Service Fund
 - e. No item submitted – Debt Service Fund
 - f. No item submitted – Race to the Top Fund
3. Scrap List I for March 2016
4. No item submitted
5. Financial Statements by Fund
6. Donation of surplus school buses to the Community Action Program Committee

Motion was made by Mrs. Hightower and seconded by Mr. Bergosh, to approve Item V.b.2.C.6, *Donation of surplus school buses to the Community Action Program Committee*. Mrs. Moultrie advised that she would abstain from voting on this item as she was currently a

member of the Community Action Program Committee. Motion carried 4 to 0, with Mrs. Moultrie abstaining from vote.

D. Payroll and Benefits Accounting

1. Financial Status Report: Employee Benefit Trust Fund

E. Purchasing

ITEMS PREPARED BY PURCHASING:

1. Bid Award: Food Processing: USDA Commodities, RFP #161202
2. Annual Agreement Renewal: Educational Impact Online Academy for Staff Development
3. Annual Agreement Renewal: Medicaid Reimbursement Services
4. Lease payment of GPS Software and Hardware for School Buses
5. Cranium Chromebook Covers
6. Reel Mower for Escambia High School
7. Tractor for Tate High School
8. Change Notice #2 to Purchase Order #6241600020 – ESE SLP Services
9. Change Notice #1 to Purchase Order #6241600052 – ESE SLP Services
10. Emergency Purchases - February 2016 Tornado

Motion was made by Mrs. Moultrie and seconded by Mr. Bergosh, to approve Item V.b.2.E.10, *Emergency Purchases – February 2016 Tornado*. At the request of Mr. Slayton, the Superintendent asked Mr. Shawn Dennis, Assistant Superintendent for Operations, to review the costs associated with the various repair costs resulting from damage caused by the February 2016 tornado. Motion carried unanimously.

ITEMS PREPARED BY FACILITIES PLANNING:

11. Annual Agreement Renewal: Professional Building Commissioning Services
12. Annual Agreement Renewal: Professional Environmental Consulting Services
13. Annual Agreement Renewal: Professional Land Surveying Services
14. Bid Award: Multi-Year Contract for HVAC/Energy Maintenance & Construction
15. Bid Award: Pensacola High School Media, Chorus and Kitchen AHU Replacements
16. Change Notice #2 to Purchase Order #5421500290 – Brownsville Middle School Demolition
17. Change Notice #4 to Purchase Order #5421500319 – Safety Repairs at Various Schools

3. Human Resource Services

(Supplementary Minute Book, Exhibit “D”)

A. Instructional/Professional

1. Appointments
2. Reappointments
-No items submitted
3. Transfers
4. Out-of-Field
-No items submitted
5. Resignations/Retirements/Other
6. Leaves of Absence
7. Special Requests
 - a. Approve Steven D. Miller to receive his regular hourly rate of pay funded by Teacher Recruitment/Retention Project funds, to provide technology support for the Escambia County School District Teacher Recruitment Fair to be held on February 27, 2016 at Washington High School, from February 22, 2016 through February 27, 2016, a total not to exceed 20 hours.
 - b. Approve Christina L. Smith, newly hired teacher at Lincoln Park Primary, to receive her regular hourly rate of pay funded by Voluntary Pre-K Education Program funds, to complete FLDOE required Teaching Strategies Gold online training modules, from February 19, 2016 through March 11, 2016, a total not to exceed 12 hours.

- c. Approve Jeffrey P. Lance to receive extra pay funded by Escambia Virtual Academy in the amount of \$130 per student per course successfully completed, from January 5, 2016 through May 26, 2016.
 - B. Educational Support Personnel
 - 1. Appointments
 - 2. Temporary Promotions
 - 3. Resignations/Retirements/Other
 - 4. Terminations
 - 5. Leaves of Absence
 - 6. Special Requests
 - No items submitted
 - C. Risk Management
 - No items submitted
 - D. Employee Services
 - No items submitted
 - E. Affirmative Action
 - No items submitted
- 4. Operations
 - (Supplementary Minute Book, Exhibit "E")
 - A. Facilities Planning
 - 1. Final Payments
 - a. A.K. Suter Elementary School Replacement
 - b. Ernest Ward Middle School Replacement (Sam Marshall Architects)
 - c. Ernest Ward Middle School Replacement (Greenhut Construction Company, Inc.)
 - d. Safety Repairs at Various Schools (A.E. New, Jr., Inc.)
 - e. Safety Repairs at Various Schools (Sam Marshall Architects)
 - 2. Miscellaneous
 - a. Pre-Qualification of Contractor
 - b. Natural Gas Service Agreement
 - c. First Amendment to Sales Agreement between the School Board Escambia County, Florida and the District Board of Trustees of Pensacola State College, Florida
 - B. School Food Services
 - 1. 2016 Exemption from Ms. Willie Ann Glenn Act 595.407 Fla. Stat.
 - C. Maintenance and Custodial Services
 - No items submitted
 - D. Transportation
 - No items submitted
 - E. Central Warehouse
 - No items submitted
 - F. Information Technology
 - No items submitted
 - G. Protection Services
 - No items submitted
 - H. Energy Management
 - No items submitted
- c. ITEMS FROM THE BOARD
 - No items submitted
- d. ITEMS FROM THE SUPERINTENDENT
 - (Supplementary Minute Book, Exhibit "F")
 - 1. Administrative Appointments
 - None

- 2. Student Discipline
 - A. Disciplinary Reassignment

Motion was made by Mrs. Hightower, seconded by Mr. Bergosh, to accept the Superintendent's recommendation for student discipline as outlined in Item V.d.2.A., *Disciplinary Reassignment*. Motion carried unanimously.

- B. Expulsions
 - None

- 3. Employee Discipline

- A. Recommend that employee #0000026551 be suspended without pay beginning Wednesday, March 16, 2016, with suspension without pay to continue until the employee satisfies and successfully completes all terms and conditions of a return-to-work agreement as a result of misconduct more specifically identified in the notice letter to employee.

Motion be Mrs. Moultrie, seconded by Mrs. Hightower, to accept the Superintendent's recommendation for employee discipline as outlined in Item V.d.3.A, carried unanimously.

- 4. Other Items
 - None

- e. INTERNAL AUDITING
 - No items submitted

- f. ITEMS FROM GENERAL COUNSEL
 - No items submitted

VI. ADJOURNMENT

Prior to adjournment, Mr. Slayton announced that the Special Meeting to consider approval for advertisement of the 2016-2017 tentative budget and tentative millage had been changed from July 21, 2016, at 8:00 a.m. to July 20, 2016, at 8:30 a.m., in Room 160, at the J.E. Hall Educational Services Center.

There being no further business, the Regular Meeting adjourned at 6:30 p.m.

Attest:

Approved:

Superintendent

Chair