

MINUTES OF THE DISTRICT SCHOOL BOARD OF PUTNAM COUNTY, FLORIDA

TUESDAY, FEBRUARY 3, 2009 - 3:30 P.M.

The District School Board of Putnam County, Florida met in official session on Tuesday, February 3, 2009, at 3:30 P.M., in the Board Room of the Campbell School Administration Building, located at 200 South Seventh Street, Palatka, Florida.

PRESENT: Mr. John D. Milton, Member from District 1  
Mr. Terry Wright, Member from District 2  
Mrs. Lisa Parsons, Chairperson, Member from District 3  
Mrs. Joann Barber, Member from District 5  
Mr. Thomas D. Townsend, Superintendent and Secretary  
Mr. James L. Padgett, School Board Attorney

ABSENT: Mr. C. L. Overturf, Jr., Vice Chairman, Member from District 4

The meeting was opened, followed by the Pledge of Allegiance to the Flag and observance of a moment of silence.

Chairperson Parsons welcomed everyone and instructed the public on Board policy and procedure concerning public comments.

**PRESENTATIONS/DELEGATIONS:**

Ms. Karyn Lindsay with Florida Parental Information and Resource Center (FPIRC) of Family Network on Disabilities of Florida, Inc. (FND) gave information about the agency and the many opportunities they can provide in assisting the District with parent involvement. (See Supplementary File for Handouts)

**PUBLIC COMMENTS:**

Mr. David Dwyre, 103 Spring Dale Drive, Palatka, Florida, 32177 spoke to the Board on behalf of the Putnam County Building Trades organization regarding impact fees.

**CONSENT AGENDA:**

Consent Agenda items were considered. Prior to Board action, the Board and public were given the opportunity to request items be removed from the Consent Agenda for separate consideration. Superintendent Townsend requested that item 2., a., (1) be pulled from consideration and the following items were pulled for separate consideration: Item 1., c.,.

Mr. Milton moved and Mrs. Barber seconded the motion to approve the Consent Agenda, items numbered 1 through 7, with item 2., a., (1) removed from consideration and item 1., c. removed for separate consideration, as presented and recommended by the Superintendent, as follows:

1. School Board - Superintendent Thomas D. Townsend
  - a. Approval of Listing of School Volunteers (as submitted by Communities in Schools).
  - b. Approval of Eight (8) School Trips (5-Palatka High School; 1-Interlachen High School; 1-Jenkins Middle School; 1-Q.I. Roberts Middle School)
  - c. Item Removed for Separate Consideration.
  - d. Approval of School Board Meeting Minutes. (November 18, 2008-Reorganizational Meeting)
2. Support Services - Mr. John Theobold
  - a. Approval of the following for the Purchasing Department - (Mrs. Sandy Scranton)
    - (1) Termination of Existing Electrical Service Contract. RFBP 54031703 Item Removed from Consideration

- b. Approval of the following for the Transportation Department - (Mr. Danny Hood)
  - (1) Travel to Wakulla, Florida, February 12-13, 2009 to attend the Florida Association for Pupil Transportation (FAPT) Mid-Year Transportation Directors Meeting.
  - (2) Travel to Avon Park, Florida for two Technicians to attend the Annual School Bus Technicians Workshop, June 8-12, 2009.
3. Human Resources - Mr. Werner Holloway
  - a. Approval of Personnel Matters.
4. Instructional/Curriculum Services - Dr. Grace Thomas
  - a. Approval of stipends for up to twenty (20) teachers at Beasley Middle School to be trained in using Smart Board technology to enhance instruction on February 9, 2009 from 3:00 p.m.-6:00 p.m. {Ms. Mary Beth Hedstrom}.
  - b. Approval of Roll Forward Amendment to ESE Federal Project IDEA Grant, Part B Pre-School {Ms. Evelyn Langston}.
  - c. Approval of Roll Forward Amendment to ESE Federal Project IDEA Entitlement Grant, Part B K-12 {Ms. Evelyn Langston}.
  - d. Approval of Project Amendment request to change indirect cost rate from 3.44% to 3.55% on IDEA Entitlement Grant, Part B K-12 {Ms. Evelyn Langston}.
  - e. Approval of Project Amendment request to change indirect cost rate from 3.44% to 3.55% on IDEA Grant, Part B Pre-School {Ms. Evelyn Langston}.
  - f. After-the-fact approval of stipends for teachers, as listed, for Aiming for the Six Training at Interlachen Elementary School on January 15, 22, 29 & February 5, 2009 {Ms. Grace Thomas}.
  - g. Approval of stipends for teachers tutoring at an Interlachen Elementary School after-school FCAT tutoring camp, February 24-27 and March 2-3, 2009 from 3:30 p.m. to 5:30 p.m. {Ms. Grace Thomas}.
5. Student Services - Ms. Constance Schneider
  - a. Approval of Recommendations concerning School Transfer Requests including transfers to or from the alternative classes housed at home schools.
  - b. Approval of request for students to attend school in another county for the 2008-2009 school year.
6. North East Florida Educational Consortium - Mr. Robert Smith [Items Affecting Putnam County are identified with (P)]
  - a. Approval of consultants as listed.
  - b. Approval of out-of-state travel expenses for a chaperone and prepayment of charter bus services for eleven (11), rural district students who will attend, with Mr. Ulysees Gilbert, the Carter G. Woodson Open House at Berea College, Berea, Kentucky, February 19-23, 2009. Mr. Gilbert's travel was previously approved.
  - c. Approval for out-of-state travel to Huntsville, Alabama for Ulysees Gilbert to attend the North Alabama Connection Professional Employment Day, February 25, 2009, to include travel February 24-26, 2009. Reimbursement of all expenses is also requested.

- d. Approval of Letter of Agreement #757-09-348 with Kristy Helms, an independent contractor who will provide services for the Early Reading First project.
- e. Approval of Letter of Agreement #762-09-211 with the University of Florida Center for School Improvement, an independent contractor who will assist in the development of regional Teacher Inquiry Showcases and training of district facilitators.
- f. Approval of Letter of Agreement #733-09-005 with Stuart Wegener, an independent contractor who will assist in identifying grant funding prospects and the development of grant proposals.
- g. Approval of Letter of Agreement #742-09-001 with Bob Shoemaker, an independent contractor who will provide energy management/energy conservation program services for NEFEC and its member districts.
- h. Approval of Letters of Agreement with the following independent contractors who will provide services for the Voluntary PreK Project: #744-09-003-Diane Wilkins Productions and #744-09-004-Florida Center for Interactive Media.
- i. Approval of Letters of Agreement with the following independent contractors who will provide services for the Florida Reading Initiative: #762-09-293-Lauren Richardson, #762-09-294-Robin Rabb, #762-09-295-Linda Bennett, #762-09-296-Karen Bowen, and #762-09-297-Cindy Palmer.
- j. Approval of a project application for the Florida Students Understanding Math and Science (FL SUMS) project with a requested budget amount of \$4,849,266.00 over a 5-year period.
- k. Approval of a subrecipient agreement with the University of South Florida in the amount of \$182,584.50 for the Florida PROMiSE project for December 1, 2008 to September 30, 2009.

Motion unanimously approved.

Regarding item 1., c., *Approval of Travel for Board Members to attend Florida School Board Association's: Boardmanship and Orientation Conference March 17-18, 2009; and 22<sup>nd</sup> Annual Day in the Legislature March 18-19, 2009*, Mr. Milton stated he pulled this item to call attention to the fact that these dates coincide with our next regularly scheduled School Board Meeting on March 17, 2009. He suggested that approval to move the meeting date to March 24, 2009 be placed on the February 17, 2009 for approval. Board Members were in agreement.

After discussion, Mr. Milton moved and Mrs. Barber seconded a motion to Approve Travel for Board Members to attend Florida School Board Association's: Boardmanship and Orientation Conference March 17-18, 2009; and 22<sup>nd</sup> Annual Day in the Legislature March 18-19, 2009, as presented by the Superintendent. Motion unanimously carried.

**EMERGENCY SESSION:**

Chairperson Parsons presented the following emergency item for Board consideration:

(1) After-the-Fact Approval to pay two teachers a stipend for providing a writing workshop for struggling Kelley Smith Elementary students on January 6,8,13,15,20&22, 2009. Stipends will be paid by School Improvement funds. (Mrs. Janice Pounds) **Justification/Explanation:** Presented as an emergency item as timely payment to teachers needs to be processed.

Since this item was not listed on the agenda for this meeting and in order to follow the Administrative Procedures Act, the Chairman declared an emergency and requested the Board act on the emergency items presented.

Mr. Milton moved and Mrs. Barber seconded the motion for After-the-Fact Approval to pay two teachers a stipend for providing a writing workshop for struggling Kelley Smith Elementary students on January 6, 8, 13, 15, 20 & 22, 2009. Motion unanimously carried. (See Supplementary File)

Approve  
Stipends

**REPORTS:**

School Board Members:

Board Members expressed grave concern over budget matters. Mrs. Parsons appealed to the community to give input in all areas. She also reminded parents that our website has some wonderful resources for parents and students.

Superintendent:

Superintendent Townsend spoke about February being celebrated as Black History Month. He reported on the recent meeting he had with Assistant Principals and Deans regarding his expectations in the areas of discipline and positive behavior enforcement.

Mrs. Rhonda Odom, Chief Financial Officer at the request of the Superintendent, gave a financial update.

Mr. John Theobald reported for the Superintendent on impact fees, providing permitting information from Putnam County. A great deal of discussion took place on impact fees. The Board Secretary will list the matter of a recommendation to the Putnam County Board of County Commissioners on impact fees on the February 17, 2009 board meeting agenda.

Mr. Sam Foerster presented a power point entitled *Analysis of Equity in District Expenditures by School Putnam County School District* (See Supplementary File). He also updated the Board on efforts by Administration to find additional funding in all areas. Much discussion followed on projected shortfalls and possible measures to balance the budget.

Superintendent Townsend strongly admonished every employee and citizen to contact Legislators and implore them to fund education.

There being no further business, Mr. Milton moved and Mr. Wright seconded the motion that the meeting be adjourned at 5:30 P.M. Motion unanimously carried.

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LISA PARSONS, CHAIRPERSON

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THOMAS D. TOWNSEND, SECRETARY

A DVD Recording of this meeting is available in the Supplementary Minute File.