

MINUTES OF THE DISTRICT SCHOOL BOARD OF PUTNAM COUNTY, FLORIDA

TUESDAY, MARCH 24, 2009 - 3:30 P.M.

The District School Board of Putnam County, Florida met in official session on Tuesday, March 24, 2009, at 3:30 P.M., in the Board Room of the Campbell School Administration Building, located at 200 South Seventh Street, Palatka, Florida. The following School Board Members were present: Mr. John D. Milton, Mr. Terry Wright, Mrs. Lisa Parsons, Chairperson, Mr. C. L. Overturf, Jr., Vice Chairman, and Mrs. Joann Barber. Also present were Superintendent Thomas D. Townsend and Mr. James D. Padgett, School Board Attorney.

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

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

PRESENTATIONS

Ms. Linda Osborne, Program Specialist, Mrs. Lucy Robeles, Title I Parapro, and Mrs. Alejandrina Sullivan, Parent Educator, gave an overview, via power point, of the various aspects of the Putnam County School District Migrant Education Program.

Mr. Ulysees Gilbert, Coordinator with NEFEC's Educator Recruitment and Retention Program, updated the Board on how the program is evolving. He elaborated on efforts to help displaced educators in the state due to the recent financial crisis.

Mr. Dave Powell, Tobacco Prevention Coordinator with the Putnam County Health Department, made a presentation on Putnam County Schools becoming a "Smoke Free District".

PUBLIC COMMENTS

Mr. Evan McInnis, Interlachen High School student, 100 Crestwood Drive, Interlachen, Florida: Evan is a member of Helping Others Pursue Education (HOPE), a group that traveled to Tallahassee to participate in the Educational "Rally in Tally". He thanked the Board for its support.

Mrs. Debbie Ryan, Parapro at Mellon Elementary, 119 Point of Woods Trail, Palatka, Florida: Mrs. Ryan spoke to the Board about Parapro layoffs and related matters.

Mrs. Michelle Yoxtheimer, Parent: Mrs. Yoxtheimer spoke to the Board about her experience in Tallahassee at the Educational "Rally in Tally" and trying to speak with Legislators.

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. Item 5., o., was removed from consideration and items 3., b., was pulled for separate consideration by Mr. Overturf and 4., d., by Mrs. Barber.

Approve
Consent
Agenda

Mr. Milton moved and Mr. Overturf seconded the motion to approve the Consent Agenda, items numbered 1 through 7, with item 5., o., removed from consideration and items 3., b., and 4., d., 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 Ten School Trips (1-Ochwilla Elementary; 1-Robert H. Jenkins Middle School; 2-Crescent City Jr./Sr. High School; 3-Interlachen High School; 3-Palatka High School)
 - c. Approval of Revised Putnam County School Board Five Year Strategic Plan.
 - d. Approval to Pay Florida School Board Association 2009-2010 dues.
 - e. Approval of School Board Meeting Minutes.
2. Support Services - Mr. Samuel Foerster
- a. Approval to Pre-pay Registration Fees for attending Florida Educational Negotiators' 29th Annual Spring Training Program.
 - b. Approval of the following for the Maintenance Department-(Mr. Justin Morris)
 - (1) Specifications and Phase III Drawings for Palatka High School Classroom Renovations.
 - (2) Certification of Facilities Data for the Florida Inventory of School Houses (F.I.S.H.)
 - c. Approval of the following for the Purchasing Department-(Mrs. Sandy Scranton)
 - (1) Richo Copier Lease for North East Florida Educational Consortium.
 - (2) To purchase Above Ground Fuel Storage Tank for Palatka bus compound. RFBP 54042937
 - (3) Addendum to Contracted Electrical Service bid (RFBP 54031703); adding item number 26 under General Conditions.
3. Human Resources - Mr. Werner Holloway
- a. Approval of Personnel Matters.
 - b. Item Removed For Separate Consideration.
4. Finance - Mrs. Rhonda Odom
- a. Approval of financial reports through February 28, 2009 (available prior to board meeting).
 - b. Approval of authorization to pay vouchers for April, 2009.
 - c. Approval of corrected rate sheet for Blue Cross Blue Shield Insurance.
 - d. Item Removed For Separate Consideration.
5. Instructional/Curriculum Services - Dr. Grace Thomas
- a. Approval of Addendum to the 2008-2009 Interinstitutional Articulation Agreement between the District School Board of Putnam County and St. Johns River Community College. (Dr. Grace Thomas).
 - b. Approval to submit a Project Amendment Request for Title II, Part A, Teacher and Principal Training and Recruiting Fund to incorporate roll forward funds. {Dr. Grace Thomas}.
 - c. Approval of proposed date and time for E. H. Miller School graduation ceremony {Dr. Grace Thomas}.
 - d. After-the-fact approval of a contract to employ the services of Success for All Foundation, Inc. to implement the Success360 Power Teaching program {Ms. Mary Beth Hedstrom}.
 - e. Approval of stipends to teachers attending Rigor, Engagement and Power Standards training at Beasley Middle School on April 13 & 14, 2009 {Ms. Mary Beth Hedstrom}.
 - f. Approval of stipends to teachers, as listed, for additional hours to provide after-school tutoring for kindergarten through 2nd

- grade students in Reading and Math at Melrose Elementary School beginning March 23 through May 19, 2009 {Ms. Mary Beth Hedstrom}.
- g. Approval of payment of stipends to teachers for attending RE-FRI at Miller Intermediate School on June 10-12, 2009 {Ms. Mary Beth Hedstrom}.
 - h. Approval of payment of stipends to teachers at Miller Intermediate School for providing after-school tutoring for targeted students to receive intervention in reading, math, science and social studies beginning March 31- May 7, 2009 {Ms. Mary Beth Hedstrom}.
 - i. After-the-fact approval of stipend to the Food Service Assistant Manager at Interlachen Elementary School for her assistance with the Parent Day Involvement on February 24, 2009 {Ms. Mary Beth Hedstrom}.
 - j. Approval of Third Grade Reading Camp Program to be held June 10 - 30, 2009, at Miller Intermediate School, Mellon Elementary School and Interlachen Elementary School {Ms. Janice Pounds}.
 - k. Approval of E.H. Miller Summer Program to be held June 10-30, 2009 (Ms. Janice Pounds).
 - l. Approval of an Interagency Agreement between Putnam County School District, the Florida Department of Children and Families, Circuit 7, and Community Partnership for Children {Ms. Connie Schneider}.
 - m. Approval of six (6) students from each middle school and at least five (5) chaperones to attend NEFEC's 2009 Middle School Teen Summit at Florida Elks Youth Camp in Umatilla on April 27-29, 2009 {Ms. Victoria Smith}.
 - n. Approval of a budget amendment for Enhancing Education Through Technology (EETT) Competitive Grant {Mr. George Williams}.
 - o. **ITEM REMOVED FROM CONSIDERATION**-Approval of out-of-state travel to Atlanta, Georgia, April, 2009 for fifteen District employees (Dr. Grace Thomas).
 - p. Approval of Middle School Grade Recovery Summer Program and High School Driver's Education Summer Program to be held June 10 - 30, 2009 at Miller Intermediate School, Beasley Middle School and Price Middle School {Ms. Mary Wood-Piazza}.
 - Q. Approval of Summer Enrichment Program for Project PRAISE students to be held June 10 - 30, 2009 at Miller Intermediate School. (Ms. Mary Beth Hedstrom).
6. 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 2009-2010 school year.
7. North East Florida Educational Consortium - Mr. Robert Smith
[Items Affecting Putnam County are identified with (P)]
- a. Retroactive approval of consultants due to School Board meeting date being changed.
 - b. Approval of consultants as listed.
 - c. Approval of Letter of Agreement #750-09-104-7509 with Jamie Varney, an independent contractor who will provide services for the PDA-ESE project.
 - d. Approval of Letter of Agreement #734-09-001-734 with Jerry Falls, an independent contractor who will provide services for the NEFEC Regional Information Center.

- e. Approval of Letter of Agreement #741-09-200 with Shelly Rider, an independent contractor who will develop and facilitate the Florida Students Using Mathematics Skillfully Trainer Institute.
- f. Approval of Letters of Agreement with the following independent contractors who will provide services for the Florida Reading Initiative: #762-09-299-Emilee Mecusker and #762-09-300-Patti Mesnard.
- g. Approval of Letters of Agreement with the following independent contractors who will provide services for the Early Reading First grant: #757-09-351-Jessica Smith; #757-09-352-Melissa Kummer; #757-09-353-Clayton Boxell; #757-09-354-Dr. Karen Kilgore; and #757-09-355-Dr. Cynthia Griffin
- h. Approval of Subrecipient Agreement #1777-1049-01-A with the University of South Florida to support the Florida PROMiSE project (replaces previously approved agreement)
- i. Approval of Attachment #09-039-A3 to Contract #731-09-039 with P.K. Yonge Developmental Research School for Testing Program Services from March 1 to June 30, 2009
- j. Approval of Agreements with the following for the Dropout Prevention/Credit Recovery Program: Wekiva High School, Winter Park High School, and Colonial High School.
- k. Approval of a State Project Amendment and no cost extension for the ADAPT/FOLAC/FADI-NEFEC grant through September 30, 2009.
- l. Approval of a State Project Amendment and no cost extension for the Literacy Essentials and Reading Network grant through September 30, 2009.
- m. Approval of a State Project Amendment and no cost extension for the Florida Reading Initiative grant through September 30, 2009.
- n. Approval of a State Project Amendment and no cost extension for the Call Me MISTER in Florida program through October 31, 2009.
- o. Approval of a project application for the Tri-County Career Academy Partnership Project with a budget of \$179,000.00.
- p. Approval of a grant application for the Improving Literacy Through School Libraries Grant with a budget amount of \$411,589.79.

Motion unanimously carried.

As to item 3., b., *Approval of Job Description - Operations Specialist/Energy Management*, Mr. Overturf asked for more details. Mr. Sam Foerster gave explanation of and details about the position.

Approve Job Description

After discussion, Mr. Overturf moved and Mr. Wright seconded a motion for Approval of Job Description - Operations Specialist/Energy Management, as presented. Motion unanimously carried.

As to item 4., d., *Approval 2008-2009 Personnel Allocations Change Number 13*, Mrs. Barber stated her questions were answered by Mr. Foerster during his explanation of the job description.

Approve 2008-2009 Personnel Allocations Change #13

After discussion Mrs. Barber moved and Mr. Overturf seconded a motion for Approval of 2008-2009 Personnel Allocations Change Number 13., as presented. Motion unanimously carried.

DISCUSSION AGENDA

New Business

- 1. Approval of Budget Amendments through February 28, 2009

Approve Budget Amendments

After discussion, Mr. Milton moved and Mrs. Barber seconded the motion to approve Budget Amendments, numbered twenty-six through thirty-one, as presented and recommended by the Superintendent, as follows:

Resolution Number 26, General Fund, Budget Amendment (no overall change).

Resolution Number, 27, Capital Projects, Budget Amendment (no overall change).

Resolution Number 28, Special Revenue Food Service, Budget Amendment (no overall change).

Resolution Number, 29, Special Revenue Other, Budget Amendment (no overall change).

Resolution Number 30, Internal Services (NEFEC), Budget Amendment (no overall change).

Resolution Number 31, Enterprise Funds (NEFEC), Budget Amendment (no overall change).

Motion carried. (Ayes: Mrs. Barber, Mr. Milton, Mrs. Parsons, Mr. Overturf, Mr. Wright) (See documentation in Supplementary File)

2. Discussion and Input on Request by Former Superintendent for Recalculation of Sick Leave Payout.

Board Attorney Padgett stated that this request has been withdrawn by the former Superintendent (Mr. David Buckles) but, he has not waived his right to re-file at a later date. Attorney Padgett cautioned Board Members not to engage in any discussion regarding this matter today as it has the potential to be future litigation and he does not want anything to prejudice the issue.

After discussion, Mr. Milton moved and Mrs. Barber seconded a motion to remove Request by Former Superintendent for Recalculation of Sick Leave Payout from the Discussion Agenda. Motion unanimously carried.

Remove Item
From
Discussion
Agenda

Discussion followed on the reasoning behind not dealing with this matter in Executive Session as is the practice with other litigation matters. Attorney Padgett explained that until a suit is filed, it is not appropriate to go into Executive Session.

Superintendent Townsend informed the Board that any questions as to how said payout was calculated could be answered by Mr. Werner Hollaway, Human Resources Director. Attorney Padgett stated the calculation is a matter of public record.

REPORTS

School Board Members

Board Member Milton stated he enjoyed his visit to Kelley Smith Elementary for a special program where faculty members dressed as book characters.

Board Member Parsons thanked students and parents who went to Tallahassee. She reminded everyone that Legislators are "our representatives".

Board Attorney

Attorney Padgett talked about the inadequacy of educational funding by the Legislators and assured the Board that he will continue to monitor

potential litigation that might be brought. He stated he felt so strongly about this that if necessary, he would donate his time to be a part of it; when and if, the time comes.

Superintendent

Superintendent Townsend presented a check from the Florida Department of Agriculture and Consumer Services in the amount of \$2,789.70 for the distribution of the Welaka and Etoniah Creek State Forest receipts for fiscal year 2007-2008 in accordance with Section 589, Florida Statutes. Putnam County is one of twenty-four counties in the state that are home to Florida's income-producing state forests. These counties divide fifteen percent of the gross receipts from a state forest in proportion to the acreage located in each county.

Superintendent Townsend gave the Board a copy of the Auditor General's Report No. 2009-169, Putnam County District School Board Financial, Operational and Federal Single Audit for fiscal year ended June 30, 2008.

Superintendent Townsend informed the Board that he will be recommending Mrs. Dietrich Champagnie to be his Community Liaison. He will be presenting an agreement with the Putnam County Anti-Drug Coalition at the next board meeting.

Superintendent Townsend passed out a draft of a second retirement incentive plan that may possibly be offered by the District in conjunction with the Putnam Federation of Teachers (PFT). Mrs. Sharon Hughes, President of PFT spoke to the Board regarding this plan. After further investigation, the plan will possibly be presented for approval at a future board meeting.

There being no further business, Mr. Wright moved and Mrs. Barber seconded the motion that the meeting be adjourned at 5:00 P.M. Motion unanimously carried.

_____/s/ Lisa Parsons_____
LISA PARSONS, CHAIRPERSON

_____/s/ Thomas D. Townsend_____
THOMAS D. TOWNSEND, SECRETARY

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