

DISTRICT SCHOOL BOARD OF PUTNAM COUNTY, FLORIDA

TUESDAY, JULY 14, 2009

LOCATION OF MEETING: *SCHOOL BOARD MEETING ROOM, CAMPBELL ADMINISTRATION BUILDING*
ADDRESS: *200 SOUTH SEVENTH STREET, PALATKA, FLORIDA 32177*

REGULAR MEETING **AGENDA** **3:30 P.M.**

- A. OPENING
 - 1. Pledge of Allegiance to the Flag
- B. PRESENTATIONS/DELEGATIONS
 - 1. Presentation of Appreciation Plaque to Azalea City Kiwanis for Terrific Kids and BUGS Programs
 - 2. Presentation by Ms. Linda Osborne, Program Specialist, Putnam County Migrant Education Program
 - 3. Dr. Joseph Stillword - Concerns regarding Procedures for Pre-K Program Enrollment
- C. PUBLIC COMMENTS
- D. CONSENT AGENDA
 - 1. School Board - Superintendent Thomas D. Townsend
 - a. Approval of Listing of School Volunteers (as submitted by Communities in Schools).
 - b. Approval to pay Florida Association of District School Superintendents (FADSS) 2009-2010 Dues.
 - c. Approval of Consultant for Grant Development.
 - d. Approval of School Board Minutes.
 - 2. Support Services - Mr. Samuel Foerster
 - a. Approval of Consultant for Facilities/Maintenance Projects.
 - b. Approval of the following for the Purchasing Department - (Mrs. Sandy Scranton)
 - (1) Contract award for 2009/2010 Student Handbooks to Kessler Creative proposal. RFP 540091006
 - (2) One Year Contract extension for Passenger Car Rental. RFP 54331815 and 54331816
 - (3) Contract Award for Stocked Office Supplies to Pyramid School Products. RFP 540161010
 - (4) Vendors: Florida Virtual School's Connections Academy K12 Florida LLC and EdOptions (Blue Ridge) Florida Virtual School for Virtual Instruction Program at NEFEC. RFBP 543311011
 - (5) One Year Extension of Childcare Services with Love Care Day Care, The Children's Academy of Interlachen, Inc. and Redlands Christian Migrant Academy (RCMA). RFBP 54012917
 - b. Approval of the following for the Transportation Department - (Mr. Danny Hood)
 - (1) Employees: Tilisa Ledbetter, Wanda Woodard and Dawn Lowe to work through the month of July at their regular rate of pay, not to exceed a total of 40 hours for each employee.
 - 3. Human Resources - Mr. Werner Holloway
 - a. Approval of Personnel Matters.
 - 4. Finance - Mrs. Rhonda Odom
 - a. Approval of 2009 - 2010 Personnel Allocations, Change Number 6.

- b. Approval of Amended 2009 - 2010 Pay Dates Calendar for School Food Service Managers.
 - c. Approval of Amended 2009 - 2010 Salary Schedules due to the increase in minimum wage.
 - (1) Classified Personnel Salary Schedule
 - (2) Miscellaneous Salary Schedule
 - d. Approval of Petty Cash for 2009 - 2010.
 - e. Approval of financial reports through June 30, 2009 (available prior to board meeting).
 - f. Approval of authorization to pay vouchers for August, 2009.
5. Information Services - Mr. George Williams
- a. Approval of the following for School Safety and Security - (Mr. Travis Weaver)
(*All Documents Available for Review in the Superintendent's Office*)
 - (1) 2008-2009 School Safety and Security Best Practices Self Assessment
 - (2) 2009-2010 Putnam County School District's Critical Incident Plan
 - (3) Putnam County School District's Emergency Procedure Quick Reference Guide.
6. Instructional/Curriculum Services - Dr. Grace Thomas
- a. After-the-fact approval of stipends for Curriculum Resource Teachers (CRT's) to work on July 1, 2009, to review and distribute new teaching materials to their respective schools {Ms. Grace Thomas}.
 - b. Approval of contract with The Florida Learning Alliance, Inc. for the My-Points.org staff development management system for the 2009-2010 school year {Ms. Grace Thomas}.
 - c. Approval of stipends for teachers who attend Teacher Training at Interlachen High School, Crescent City Jr./Sr. High School and St. Johns River Community College (for Palatka High School teachers) on August 11-13, 2009 {Ms. Grace Thomas}.
 - d. Approval of stipends for teachers who attend Positive Behavior Training at the Adult Education Center and another location to be determined on August 17-19, 2009 {Ms. Grace Thomas}.
 - e. Approval of stipends for teachers who attend Training & Learning Institute in the Computer Lab at the Campbell Building on August 4-6, 2009 {Ms. Grace Thomas}.
 - f. Approval of stipends for Curriculum Resource Teachers who attend Member Center & Regrouping Training at the Campbell Building Computer Lab on July 7&8, 2009 {Ms. Grace Thomas}.
 - g. Approval of stipend for teacher, as listed, at Melrose Elementary School for four (4) days/twenty-eight (28) hours for additional hours to be worked during the 2009-2010 school year on school improvement and textbook activities {Ms. Mary Beth Hedstrom}.
 - h. Approval of stipend for teacher/consultant at Melrose Elementary School to teach a Success for All (SFA) reading class and provide tutoring for students struggling in reading and math {Ms. Mary Beth Hedstrom}.
 - i. Approval of consultant, as listed, for the District Leadership Activities Analysis through the Title I School Improvement Fund to work with the leadership development initiative for the 2009-2010 school year {Ms. Mary Beth Hedstrom}.
 - j. Approval of consultant, as listed, for the District Leadership Activities and development project through the Title I School Improvement Fund to work with the online learning materials for the leadership development initiative for the 2009-2010 school year {Ms. Mary Beth Hedstrom}.
 - k. Approval of stipend for the Curriculum Resource Teacher, as listed, for Melrose Elementary School for ten (10) additional days during the 2009-2010 school year for data analysis and curriculum mapping {Ms. Mary Beth Hedstrom}.
 - l. Approval of stipend for the guidance counselor, as listed, for Melrose Elementary School for six (6) additional days for FCAT data assessment and preregistration preparation {Ms. Mary Beth Hedstrom}.

- m. Approval of stipend to teachers at Moseley Elementary School who work additional hours August 2-6, 2009, to participate in data driven curriculum planning {Ms. Mary Beth Hedstrom}.
 - n. Approval of the Supplemental Educational Services Contract for the 2009-2010 school year {Mr. Bob Kuhn}.
 - o. Approval of stipends to participants in the Professional Crisis Management Training August 3-6 & 10-13, 2009 {Ms. Evelyn Langston}.
 - p. Approval of stipends to participants of the Mapping A Course for Success (Access Points) Training to be held August 3-4 & 5-6, 2009 {Ms. Evelyn Langston}.
 - q. Approval of consultant, as listed, to perform the duties of a Dual Enrollment Guidance Counselor for the 2009-2010 school year, not to exceed sixty (60) eight hour days {Ms. Helen Muir}.
 - r. Approval of request for Inter-institutional Articulation Agreement with St. Johns River Community College for the 2009-2010 school year {for Ms. Mary Piazza}.
 - s. Approval to waive School Board Policy (180-day Attendance) for Kindergarten students at Mellon Elementary to do a "staggered start" orientation for Kindergarten for the 2009-2010 school year.
7. Student Services - Ms. Constance Schneider
- a. Approval of transfer requests, including recommendations concerning 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.
8. North East Florida Educational Consortium - Mr. Robert Smith
[Items Affecting Putnam County are identified with (P)]
- a. Approval of consultants as listed.
 - b. Approval for a Service Contract for 2009-2010 with Fringe Benefits Management Company for the Employee Benefits Program.
 - c. Approval for a Brokerage Service Agreement for 2009-2010 with Arthur J. Gallagher Risk Management Services, Inc. for the Risk Management Program.
 - d. Approval for a Service Contract for 2009-2010 with Johns Eastern Company, Inc. for the Risk Management Program.
 - e. Approval of Letter of Agreement #734-10-001-734 with Jerry Falls, an independent contractor who will provide services for the NEFEC Regional Information Center (NRIC).
 - f. Approval of Letter of Agreement #758-010-PS001 with Constance M. Fedele, an independent contractor who will provide services for the implementation of the Alcohol Reduction Grant project.
 - g. Approval of Letter of Agreement #758-010-PS002 with Eugenia Whitehead, an independent contractor who will provide services for the implementation of the Alcohol Reduction Grant project.
 - h. Approval of Letter of Agreement #735-0910-001 with Allyn Graves, an independent contractor who will provide services for the School Food Service Conference.
 - i. Approval of Letter of Agreement #752-10-001 with Charlotte Cannizzaro, an independent contractor who will provide services for the Florida PROMiSE project.
 - j. Approval of Contract Attachment #10-051-A43 with the District School Board of Suwannee County for Educator Recruitment Services for 2009-2010.
 - k. Approval of Contract Agreement #734-10-100-734 between the District School Board of Putnam County and the North East Florida Educational Consortium to provide hosting support and maintenance of a First Class Messaging System.
 - l. Approval of Amendment #1 to Letters of Agreement with the following independent contractors who will provide services for the Early Reading First Project: #757-09-360 - Renee Liles, #757-09-361 - Gloria Urban, #757-09-362 - Shanna Taylor, and #757-09-363 - Gina Hendrick.

- m. Approval of Letters of Agreement with the following independent contractors who will provide services for the FDLRS Administration/HRD Grant: #750-10-002-7010 - Paula Young, #750-10-003-7010 - Lisa Bell, #750-10-004-7010 - Sheila Gritz, #750-10-005-7010 - David Allsopp, #750-10-006-7010 - Kitt Kelleher, #750-10-007-7010 - Donna Crocker, #750-10-008-7010 - Karen Geisel, #750-10-009-7010 - Holly Bowman, #750-10-010-7010 - June Main, #750-10-011-7010 - Patti Brustad, #750-10-012-7010 - Lisa Bell, #750-10-013-7010 - Charlotte Cannizzaro, #750-10-014-7010 - Sue Kupchunas, #750-10-015-7010 - Sue Kupchunas, #750-10-016-7010 - Sue Kupchunas, and #750-10-017-7010 - Sara Aronin.

E. WHEN NECESSARY, THE BOARD WILL GO INTO EMERGENCY SESSION TO TAKE ACTION ON ANY ITEMS WHICH REQUIRE IMMEDIATE ATTENTION AND HAVE NOT BEEN LISTED ON THE AGENDA.

F. DISCUSSION AGENDA

1. Old Business

2. New Business

- a. Appointment of additional Board Member to act as second alternate for the Putnam County Value Adjustment Board.
- b. Appointment of Business Owner/Citizen for Putnam County Value Adjustment Board.
- c. Approval of Contract with Putnam County Value Adjustment Board Attorney.
- d. Discussion, Input and Approval of matching funds of \$8,166.00 to the Arts Council of Greater Palatka for the 2009-2010 School Year.
- e. Discussion, Input and Approval for Additional Discretionary Mileage (.25) to be included in the 2009-2010 District School Board Budgeting Process.
- f. Approval of Proposal to Transfer Ownership of Central Academy to the Palatka Housing Authority.

G. REPORTS

- 1. School Board Members
- 2. Board Attorney
- 3. Superintendent

H. ADJOURNMENT

(NOTICE: BOARD PACKET DOCUMENTS MAY BE REVIEWED IN THE SUPERINTENDENT'S OFFICE AT THE DISTRICT SCHOOL BOARD AT 200 SOUTH SEVENTH STREET, PALATKA, FLORIDA, MONDAY THROUGH THURSDAY, BETWEEN THE HOURS OF 7:00 A.M. AND 5:00 P.M., AND/OR COPIES OF ANY DOCUMENTS CONTAINED IN THE PACKET CAN BE OBTAINED BY CALLING THE SUPERINTENDENT'S OFFICE AT [386]329-0602)

(NOTICE: THE DISTRICT SCHOOL BOARD OF PUTNAM COUNTY WILL PROVIDE, UPON REQUEST, AUXILIARY AIDS AND SERVICES TO THOSE DISABLED PERSONS DESIRING TO ATTEND ITS SCHEDULED MEETINGS. PERSONS NEEDING ASSISTANCE ARE REQUESTED TO NOTIFY THE SUPERINTENDENT'S OFFICE OF THEIR NEED AT LEAST TWO WORKING DAYS PRIOR TO THE DATE OF THE MEETING.)

(NOTICE: ANY PERSON DESIRING TO APPEAL ANY DECISION MADE BY THE BOARD WITH RESPECT TO ANY MATTER CONSIDERED AT THIS MEETING WILL NEED A RECORD OF THE PROCEEDINGS, AND THAT, FOR SUCH PURPOSE SAID PERSON MAY NEED TO INSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. FLORIDA STATUTES 286.0105)

(NOTICE: PLEASE BE ADVISED THAT ALL REGULAR, SPECIAL AND WORKSHOP MEETINGS OF THE PUTNAM COUNTY SCHOOL BOARD ARE VIDEOTAPED AND TELEVISED BY THE PUTNAM COUNTY SCHOOL BOARD AND MAY BE VIDEOTAPED AND TELEVISED BY OTHERS. PRESENCE AND/OR PARTICIPATION AT ANY SCHOOL BOARD MEETING CONSTITUTES ACKNOWLEDGEMENT OF SAID VIDEOTAPING AND TELEVISING AND FURTHER CONSTITUTES CONSENT TO BEING VIDEOTAPED AND TELEVISED IN CONJUNCTION THEREWITH.)