

MINUTES OF THE DISTRICT SCHOOL BOARD OF PUTNAM COUNTY, FLORIDA

TUESDAY, JANUARY 20, 2009 - 3:30 P.M.

The District School Board of Putnam County, Florida met in official session on Tuesday, January 20, 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, followed by the Pledge of Allegiance to the Flag led by River Breeze Elementary student, Haley Ridenhour. A moment of silence was observed.

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

PUBLIC HEARING ON THE FOLLOWING SCHOOL BOARD POLICY CHANGES:

A public hearing was held on School Board Policy changes outlined below.

Authority for amending and adopting policies and forms is found in Article IX, Section 4(b), Constitution of the State of Florida, and in Florida Statutes 1001.41, 1001.42. Notice of this public hearing was published in the local newspaper, the Palatka Daily News. Copies of the recommended amendments to the School Board policies and form were available for public review at the district office.

Prior to Board action on each policy, the Board and public were given the opportunity to provide public comment.

1. Adoption of PCDSB Policy, Designation Number 6Gx54, **6.32 Professional Ethics.**

The adoption of this policy outlines Board expectations for all employees to adhere to, be trained in and report any violations of the Code of Ethics and Principals of Professional Conduct for the Education Profession in Florida.

After discussion Mr. Milton moved and Mr. Wright seconded a motion to approve adoption of School Board Policy, Designation Number 6Gx54,. 6.32 Professional Ethics. Motion unanimously carried. (Ayes: Mrs. Barber, Mrs. Parsons, Mr. Overturf, Mr. Milton, Mr. Wright; Nays: None) (See copy in Supplementary File)

Approve
Policy 6.32
Professional
Ethics

2. Adoption of PCDSB Policy, Designation Number 6Gx54, **6.91 Report of Misconduct.**

The adoption of this policy outlines progression of action related to employee misconduct that affects the health, safety and/or welfare of a student.

After discussion Mr. Milton moved and Mr. Overturf seconded a motion to approve adoption of School Board Policy, Designation Number 6Gx54,. 6.91 Report of Misconduct. Motion unanimously carried. (Ayes: Mrs. Barber, Mrs. Parsons, Mr. Overturf, Mr. Milton, Mr. Wright; Nays: None) (See copy in Supplementary File)

Approve
Policy 6.91
Report of
Misconduct

PRESENTATIONS/DELEGATIONS:

River Breeze Elementary Principal, Ms. Verlene Bennett and Reaching Coach, Mr. Matt Bergen shared their experiences with "Focused Classroom Walk Throughs" looking for rigor, active student engagement and power standards that impact high student achievement.

PUBLIC COMMENTS:

None

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. None were pulled.

Mr. Milton moved and Mrs. Barber seconded the motion to approve the Consent Agenda, items numbered 1 through 7, 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 Two School Trips (Palatka High School and Interlachen High School).
 - c. Approval for Board Members to attend Florida School Boards Association's Certified Board Member Training February 4-6, 2009.
 - d. Approval of School Board Meeting Minutes.
2. Support Services - Mr. John Theobold
 - a. Approval of the following for the Purchasing Department - (Mrs. Sandy Scranton)
 - (1) Contract Award to Xerox Corporation (8.5" x 11") and Janpak Supply Solutions (8.5" x 14") for Dual Purpose Copy Paper. RFBP 54014931
3. Human Resources - Mr. Werner Holloway
 - a. Approval of Personnel Matters.
4. Finance - Mrs. Rhonda Odom
 - a. Approval of financial reports through December 31, 2008 (available prior to board meeting).
 - b. Approval of authorization to pay vouchers for February, 2009.
 - c. Approval of Amended 2008 - 2009 Classified Personnel Salary Schedule.
 - d. Approval of Amended 2008 - 2009 Miscellaneous Salary Schedule.
5. Instructional/Curriculum Services - Dr. Grace Thomas
 - a. Approval to pay bus drivers and mileage to transport Project PRAISE eligible students to and from an after-school tutoring program from February 17 through March 5, 2009 {Ms. Mary Beth Hedstrom}.
 - b. Approval to pay two custodians, as listed, from Beasley Middle School to provide custodial services for parent day on February 7, 2009 {Ms. Evelyn Langston}.
 - c. Approval to pay Children's World Day Care to provide childcare services for parent day on February 7, 2009 {Ms. Evelyn Langston}.
 - d. Approval of travel and payment of expenses of two Migrant Education staff members and one district administrator to attend the Plaza Comunitaria Meeting in Guadalajara, Jolisco, Mexico February 3-7, 2009 at the invitation of the Mexican Consulate. (Ms. Mary Beth Hedstrom)

- e. Approval to pay four teachers at Interlachen Elementary School for after-school tutoring. (Ms. Evelyn Langston)
6. Student Services - Mr. Joe Warren
 - a. Approval of Recommendations concerning School Transfer Requests including transfers to or from the alternative classes housed at home schools.
7. 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 Letter of Agreement #733-09-004 with Mark Dinsmore, an independent contractor who will provide technical assistance for two Mac OS Servers housed at NEFEC.
 - c. Approval of Letter of Agreement #762-09-021 with Colvin Carter, an independent contractor who will provide services for the Florida Reading Initiative.
 - d. Approval of Letters of Agreement with the following independent contractors who will provide services for the Florida Reading Initiative: #762-09-200-Sherri Jackson, #762-09-201-Gayle Weaver, #762-09-202-Debbie Hubbell, #762-09-203-John Kreimbihl, #762-09-204-Joan Thate, #762-09-205-Leanne Cristiello, #762-09-206-Alissa Hingson, #762-09-207-Jack Hughes, #762-09-208-Mickey MacDonald, #762-09-209-Tracy Taylor, and #762-09-210-Rhonda Clyatt.
 - e. Approval of Letters of Agreement with the following independent contractors who will provide services for the Florida Reading Initiative: #762-09-250-Sandy Smart, #762-09-251-Kari Rhonden, #762-09-252-Noel Mitchell, #762-09-253-Andrea Smith, #762-09-254-Faith Fly , #762-09-255-Jessica Crosby, #762-09-256-Rebekah Raulerson, #762-09-257-Rebecca Murphree, #762-09-258-Brenda Hunter, #762-09-259-Bonnie Taylor, #762-09-260-Rhonda Rogers, #762-09-261-Karen Blanchard, #762-09-262-Jayne Earle, #762-09-263-Jennifer Frost, #762-09-264-Danelle Rosson, #762-09-265-Jamie Garrett, #762-09-266-Will Garrett, #762-09-267-Don Barselou, #762-09-268-Emily Carroll, #762-09-269-Linda Hof, #762-09-270-Deborah Rush, #762-09-271-Connie Pearson, #762-09-272-Kacia Folsom, #762-09-273-Martha Mylonas, #762-09-274-Deborah Johnson, #762-09-275-Lorri Swafford, #762-09-276-Cary Kirby, #762-09-277-Jill Tillis , #762-09-278-Leslie Scott, #762-09-279 - Kelli Barrett, #762-09-280 - Carolyn Harrell , #762-09-281 - Paige Allison, #762-09-282 - Jackie Sirmopolous, #762-09-283 - Angela Johnson, #762-09-284 - Christy Garrison, #762-09-285 - Ted Haengel, #762-09-286 - Joyce McLeod, #762-09-287 - Kerry Cooley, #762-09-288 - Benjamin Columbia, #762-09-289 - Natalie Colley, #762-09-290 - Shannon Croft, #762-09-291 - Kimberly Nolan, and #762-09-292 - Angela Griffis.

Motion unanimously carried.

DISCUSSION AGENDA:

1. Discussion, Input and Approval of District School Board's Five Year Strategic Plan.

After discussion, Mrs. Barber moved and Mr. Milton seconded the motion for Approval of District School Board's Five Year Strategic Plan, as presented by the Superintendent. Motion unanimously carried. (See Supplementary File)

2. Discussion, Input and Approval of Lease Agreement with Randall S. Matthews, Inc. for warehouse space.

Mr. Townsend stated he had spoken to Mr. Matthews and he was agreeable to adding an addendum to the lease agreement whereby ninety (90) days notice would permit the term of the lease to be reduced to fifteen months.

After discussion, Mr. Milton moved and Mr. Wright seconded the motion for Approval of Lease Agreement with Randall S. Matthews, Inc. for warehouse space *with addendum language added*. Motion unanimously carried. (See Supplementary File)

3. Approval of Budget Amendments through December 31, 2008.

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

Approve
Budget
Amendments

Resolution Number 16, General Fund, Budget Amendment (increase \$888,148.00).

Resolution Number, 17, Capital Projects, Budget Amendment (increase \$1,198,804.10).

Resolution Number, 18, Special Revenue Food Service, Budget Amendment (no overall change).

Resolution Number, 19, Special Revenue Other, Budget Amendment (no overall change).

Resolution Number 20, Internal Services, Budget Amendment (decrease \$59,016.17).

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

4. Discussion, Input and Approval to Advertise Adoption and/or Amendment of the following forms:

- a. PCDSB Form, Designation Number 6Gx54, **ESE #12InD Intellectual Disability Multidisciplinary Evaluation Team Report.**
- b. PCDSB Form, Designation Number 6Gx54, **ESE #13k Matrix of Services.**

Advertise
Forms

Board Members, by consensus, gave permission to advertise the above listed forms.

REPORTS:

Board Members reported on various items. Board Members and Superintendent Townsend discussed the impact fee workshop earlier in the day with the Putnam County Board of County Commissioners. They also discussed the budget crisis and timing of decisions.

Adjourn

There being no further business, Mr. Milton moved and Mr. Wright seconded the motion that the meeting be adjourned at 4:01 P.M. Motion unanimously carried.

LISA PARSONS, CHAIRPERSON

THOMAS D. TOWNSEND, SECRETARY

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