

**DISTRICT SCHOOL BOARD OF PASCO COUNTY, FLORIDA**  
**APRIL 15, 2014**

The District School Board of Pasco County met in regular session at 6:00 p.m., Tuesday, April 15, 2014, in the Board Room, District Office Complex, Building 3, 7205 Land O' Lakes Boulevard, Land O' Lakes, Florida. Present were Chairman Alison Crumbley, Vice Chairman Steve Luikart, and Board Members Allen Altman, Cynthia Armstrong, and Joanne Hurley. Also present were Kurt S. Browning, Superintendent and ex officio Secretary to the Board, and Nancy Alfonso, Attorney for the Board.

The meeting was opened with the reading of the School Board's vision statement and was followed with the thought for the day by Chairman Crumbley and the Pledge of Allegiance to the Flag.

The Chairman asked for a moment of silence in remembrance of Kevin Monaco, homeschool student; Roger Kaminski, retired District Media Supervisor; and Rita Kane, retired District Secretary.

The Chairman asked if there were any additions or corrections to the minutes of the regular meeting of April 1, 2014, and workshop of April 1, 2014. There were none, and on motion by Member Hurley, seconded by Member Armstrong, the minutes were approved unanimously.

The Chairman opened the Second and Final Public Hearing on the 2013-2014 Student Progression Plan (*See Miscellaneous Supplemental Minute Book 394, Page 1*). Attorney Alfonso stated that notice of this hearing has been posted on the District's web site and published in compliance with Florida Statute 1011.03. The first reading was held on March 4, 2014. Chairman Crumbley asked if there was anyone in the audience who would like to speak on this item. No one came forward. Member Armstrong moved that the Board approve the second and final reading of the 2013-2014 Student Progression Plan, seconded by Member Luikart. On vote, the motion carried unanimously.

The Chairman opened the First Public Hearing on the 2014-2015 Elementary and Secondary Student Codes of Conduct (*See Miscellaneous Supplemental Minute Book 394, Page 2*). Attorney Alfonso stated that notice of this hearing has been posted on the District's web site and published in compliance with Florida Statute 1011.03. Chairman Crumbley asked if there was anyone in the audience who would like to speak on this item. No one came forward. Member Hurley moved that the Board approve the first reading of the 2014-2015 Elementary and Secondary Student Codes of Conduct, seconded by Member Luikart. On vote, the motion carried unanimously.

Linda Cobbe, Director of Communications, coordinated the special presentations as follows: (*See Miscellaneous Supplemental Minute Book 394, Page 3*)

- Florida's Positive Behavior Support Project - Model School Awards (Gulfside Elementary, Schrader Elementary, Crews Lake, Cypress Elementary and Sunray Elementary Schools)
- Pasco History Fair - 2013-2014 Winners (from Pine View Middle, Charles S. Rushe Middle, Paul R. Smith Middle, Crews Lake, Pasco Middle, River Ridge Middle, John Long Middle, and Centennial Middle Schools)

The Chairman called a break for pictures and the meeting came back to order at 6:23 p.m.

The Chairman asked if there was anyone in the audience who wished to address the Board.

- William Jones, New Port Richey – Thanked the Board for hearing his concerns about his daughter who received an out-of-school suspension for fighting with another student. They have now learned that she will not be allowed to attend her prom due to the suspension. He is asking the Board to intervene on his daughter's behalf. Supt. Browning asked Learning Community Executive Director Beth Brown to meet with Mr. Jones to address his concerns.
- Roz Fenton, Hudson – representing PACE Center for Girls – Highlighted several honors, awards and recognitions by her students; she is proud of their accomplishments and thanked the Board for their support.
- Jason Amerson, Land O'Lakes – representing the Pasco Fiasco group – After being approved to speak for a total of five minutes, he distributed a summary page about the proposed elevated toll road on State Road 54 (*See Miscellaneous Supplemental Minute Book 394, Page 34*). He highlighted several points, including an approximate construction timeline of a decade or more along a busy corridor in the county. A "Use of Facilities" request will be submitted for approval to hold a community meeting on the project to spread public awareness. He asked the Board for support to prevent this construction.

The Chairman asked if the United School Employees of Pasco had anything to present. Kenny Blankenship, President-elect of the USEP, spoke:

- Informed the Board that USEP was not involved in the Student Code of Conduct Committee due to a miscommunication. He believes that the matrix will be helpful and is looking forward to being involved in the process next year.
- Commented on an item listed in tonight's consent agenda regarding computer-based transportation systems; hopes that the requested negotiations can begin soon.
- USEP does not believe the budget for recruitment trips (local or out-of-state) should be increased; there are other pressing needs for teachers and students. They would like to see a better mentoring program and a stronger "new teacher" orientation.

#### Committee Reports:

##### Member Armstrong:

- Health and Wellness Committee – HealthFest screening dates still available; kickoff meeting for Tobacco Cessation is on April 16, 2014, at CareHere – all employees and their spouses are eligible for services – even if they are not covered on our health plan; dangers of e-cigarettes; free Tdap vaccinations will be offered to 6<sup>th</sup> graders on school sites – she encouraged staff to get vaccinated as well.

##### Member Hurley:

- None.

##### Member Altman:

- Large Cap PRT Committee – reviewed and prioritized upcoming projects.
- Pasco Education Foundation Executive Meeting and full Board meeting.

##### Member Luikart:

- Marchman Technical Education Steering Committee.

##### Chairman Crumbley:

- Architectural Review Committee – four architectural firms have been selected; information will be presented at the next Board meeting.

#### (1.0) Reports, Information and Comments:

##### Superintendent Browning:

- No comments tonight.

##### Ray Gadd:

- No comments tonight.

##### Kevin Shibley:

- Reported that Board members had received information for an **OFF AGENDA** item regarding the Legacy Life program and asked for support of the concept.
- Attended the Tampa Bay Business Journal Healthiest Employers Awards Luncheon with Member Armstrong and Asst. Supt. Gadd.
- Advised Board members that recruitment trips are now necessary since the state university system is not supplying an adequate number of quality teacher candidates and the budgetary outlook is improving. The trips are targeted for the critical shortage areas of need and a good response has been received to date.
- The final touches are being made on a teacher assistance program; more information will be supplied soon.

##### Amelia Van Name Larson:

- The Elementary Science Fair will be held on April 26, 2014, at River Ridge High School. Parent sessions will be available on various topics. She encouraged Board members to attend – judging takes place in the morning. She will forward information to Board members.
- Andy Dunn has been producing videos showing the work that students and teachers are engaged in and also the collaboration happening in PLC's; teachers are reaching out and volunteering to be a part of the videos to showcase what it has done to their instruction. She encouraged Board members to view the videos.
- Asked Rebecca Musselman to acknowledge the following staff recommendation:
  - Justin Baggett, Manager, Center for the Arts at Wesley Chapel.
- Advised that emails and reminder emails were sent to all stakeholders and USEP regarding Student Code of Conduct Committee meetings.

(2.0) Holly Rockhill, Senior Supervisor, Office for Student Support Programs and Services, presented the following expulsion recommendations. Board members have been provided with detailed information on which to base their decision.

#### A. Bus Expulsion of Male Student (DOB 07/13/2000) - Bayonet Point Middle School

- B. School Expulsion of Male Student (DOB 05/15/1998) - Harry Schwettman Education Center
- C. Expulsion Cumulative Report - School Year 2013-2014

Member Luikart moved that the Board approve the expulsions as recommended in items 2A and 2B. Member Altman seconded the motion, and on vote the motion carried unanimously.

The Chairman asked Board members to identify the items on the consent agenda that they would like placed on the action agenda. The items on the **ACTION AGENDA** are as follows:

**10. Resolutions - None Submitted**

**11. Property Acquisitions - None Submitted**

**12. Miscellaneous Action Items**

- A. Work Proposal for District Success Plan

The Chairman asked for a motion to approve all items on the consent agenda. Member Altman moved that the Board approve all items on the consent agenda including all addenda, with the exception of Item 2D. Member Hurley seconded the motion, and on vote the motion carried unanimously to approve the **CONSENT AGENDA** as follows:

**3. STUDENT ACHIEVEMENT**

- A. Learning Communities (*See Miscellaneous Supplemental Minute Book 394, Page 4-5*)
  - 1. Out-of-State Travel - River Ridge High School - The College Board Advanced Placement Microeconomics Exam.
  - 2. Out-of-State Travel - River Ridge High School - The College Board Advanced Placement United States History Reading Exam
  - 3. Out-of-State Travel - Pasco eSchool - InstructureCon 2014 Conference
  - 4. Out-of-State Travel - Land O'Lakes High School - American Culinary Federation Southeast Regional Conference
  - 5. Requests for School Field Trips
- B. Teaching and Learning (*See Miscellaneous Supplemental Minute Book 394, Page 6*)
  - 1. Adult Education 2014 GED Course Adoption
  - 2. High School Course Adoption and Honors Weighting 2014-2015
  - 3. Mathematics Instructional Materials 6-8 Adoption 2014-2015
  - 4. English Language Arts Instructional Materials K-5 Adoption 2014-2015
  - 5. School Choice Change of Placement
- C. Professional Development and School Supports - None Submitted
- D. Accountability Research and Measurement - None Submitted
- E. Student Support Programs and Services (*See Misc. Supplemental Minute Book 394, Page 7*)
  - 1. Change of Placement
- F. Early Childhood (*See Miscellaneous Supplemental Minute Book 394, Page 8*)
  - 1. Head Start/Early Head Start Hiring and Termination of Employment Procedures
- G. School Field Trips - None Submitted

**4. ADMINISTRATION**

- A. Human Resources and Educator Quality (*See Personnel Supp. Minute Book 80, Page 13*)
  - 1. Administrative, Instructional, Non-Instructional, and Professional Technical Personnel Recommendations
  - 2. Out-of-State Travel - Teacher Recruitment Trips (*See Miscellaneous Supplemental Minute Book 394, Page 9*)
  - 3. Revised Job Description - Compliance Resource Teacher (*See Miscellaneous Supplemental Minute Book 394, Page 10*)
- B. Employee Relations - None Submitted
- C. Technology and Information Services - None Submitted

**5. SUPPORT SERVICES**

- A. Planning Services (*See Miscellaneous Supplemental Minute Book 394, Page 11*)
  - 1. Request for Use of Facilities
- B. Construction Services - None Submitted
- C. Food and Nutrition Services (*See Miscellaneous Supplemental Minute Book 394, Page 12*)
  - 1. Out-of-State Travel - FNS - SNA 2014 Annual Conference
- D. Maintenance Services (*See Miscellaneous Supplemental Minute Book 394, Page 13-14*)
  - 1. Quarterly Non-Capitalized Furniture and Equipment
  - 2. Surplus Equipment
- E. Purchasing Services (*See Miscellaneous Supplemental Minute Book 394, Page 15*)
  - 1. Request for Approval of Bid Recommendations, Bid Renewals,

and Contracts

*Contracts: AVID; Florida Department of Health (2 contracts); Fuel Education; Synrevoice Technologies, Inc.; Westside Animal Clinic; U-Select-It*

**6. FINANCE SERVICES (See Miscellaneous Supplemental Minute Book 394, Page 16-20)**

- A. Warrant Lists
- B. Request for Approval of Payroll Expenditures for March 2014 and Authorization to Expend Funds for April 2014
- C. Certificates of Participation, Series 2008A - Renewal
- D. Certificates of Participation, Series 2008C - Renewal
- E. Certificates of Participation, Series 2008C - Swap Restructuring to Maximize Savings

**7. GRANT PROPOSALS (See Miscellaneous Supplemental Minute Book 394, Page 21)**

- A. Federal Public Charter Schools Program for Planning and Design Grant – Pepin Academies of Pasco County, Inc.
- B. Federal Public Charter Schools Program for Planning and Design Grant – Learning Lodge Academy, Inc.

**8. ALLOCATIONS (See Miscellaneous Supplemental Minute Book 394, Page 22)**

- A. Allocation Changes (2013/2014) -  
*Decrease - RES - Inst Trainer/Coach - Title I SW*  
*Add - RHS - Addl Duty-Inst (TOOLS Pgrm) - Title I SIG(g)*

**9. INTERNAL AUDIT (See Miscellaneous Supplemental Minute Book 394, Page 23-28)**

- A. Audit of Land O' Lakes High School's Internal Accounts – Fiscal Years Ended June 30, 2010 through June 30, 2013
- B. Audit of Dr. John Long Middle School's Internal Accounts – Fiscal Years Ended June 30, 2010 through June 30, 2013
- C. Audit of New River Elementary School's Internal Accounts – Fiscal Years Ended June 30, 2010 through June 30, 2013
- D. Audit of Veterans Elementary School's Internal Accounts – Fiscal Years Ended June 30, 2010 through June 30, 2013
- E. Audit of Denham Oaks Elementary School's Internal Accounts – Fiscal Years Ended June 30, 2012 and June 30, 2013
- F. Audit of Pasco Middle School's Internal Accounts – Fiscal Years Ended June 30, 2010 and June 30, 2013
- G. Audit of Crews Lake K-8 School's Internal Accounts - Fiscal Years Ended June 30, 2010 through June 30, 2013

**(OFF AGENDA)** The Chairman asked for a motion to consider an **OFF AGENDA** item pertaining to the Legacy Trust Program. **(See Miscellaneous Supplemental Minute Book 394, Page 33)**. Member Hurley so moved, seconded by Member Altman. On vote, the motion carried unanimously. Updated information regarding the Legacy Trust program was reviewed with Board members at a workshop held earlier in the evening. Member Armstrong moved that the Board approve the Legacy Trust Program, subject to review of the final contract documents. Member Altman seconded the motion. On vote, the motion carried unanimously.

(12A) The Chairman presented the request for approval of *Work Proposal for District Success Plan (See Miscellaneous Supplemental Minute Book 394, Page 29)*. Member Armstrong moved that the Board approve the *Work Proposal for District Success Plan*, seconded by Member Altman. On vote, the motion carried unanimously.

**The Chairman recessed the School Board Meeting to call the Pasco County School Board Leasing Corporation Meeting to order:**

**(13)** The President presented the request for approval of the Pasco Leasing Corporation - Certificates of Participation, Series 2008A - Renewal **(See Miscellaneous Supplemental Minute Book 394, Page 30)**. Member Altman moved that the Board approve the Certificates of Participation, seconded by Member Luikart. On vote, the motion carried unanimously.

**(14)** The President presented the request for approval of the Pasco County Leasing Corporation - Certificates of Participation, Series 2008C - Renewal **(See Miscellaneous Supplemental Minute Book 394, Page 31)**. Member Armstrong moved that the Board approve the Certificates of Participation, seconded by Member Hurley. On vote, the motion carried unanimously.

**(15)** The President presented the request for approval of the Pasco County Leasing Corporation - Certificates of Participation, Series 2008C - Swap Restructuring to Maximize Savings **(See Miscellaneous Supplemental Minute Book 394, Page 32)**. Member Hurley moved that the Board approve the Certificates of Participation, seconded by

Member Altman. On vote, the motion carried unanimously.

**The Chairman closed the meeting of the Pasco County School Board Leasing Corporation and the School Board Meeting resumed.**

Individual Board members presented and discussed items.

Member Armstrong:

- Attended the Dedication of the Pasco Hernando State College Porter Campus facility.
- Attended the West Pasco Chamber of Commerce Governmental Affairs Committee meeting; complimented Supt. Browning on his excellent article, "Connecting with Schools", which talked about how we offer programs and reach out to parents, and asked the business community to become involved in our schools.
- Attended the Pasco Education Foundation's Scholarship Awards Banquet.
- Participated in the Crews Lake K8 golf tournament to raise funds for the school's ABC Program.

Member Hurley:

- Attended the Connerton Elementary School playground ribbon cutting ceremony.
- Attended the Land O' Lakes High School Outstanding Seniors breakfast.
- Toured Seven Oaks Elementary School.

Member Altman:

- Attended the Reunion on the Decades (and the Bellamy Brothers concert) at Pasco High School; the event was well attended.

Member Luikart:

- Attended the CTE Academic Alignment Workshop (aligning CTE courses with Florida's new state standards) held at Saddlebrook recently. He requested information on upcoming state conferences as he feels a Board member should attend such events when they are local.
- Questioned whether information or data had been kept on past recruitment trips. Inquired about the possibility of researching former trips to find out the numbers of teachers that were recruited from out-of-state and if they stayed with Pasco?

Chairman Crumbley:

- Attended the Pasco Education Foundation's Scholarship Awards Banquet.

The Chairman asked if there was anyone in the audience who wished to address the Board.

- Kenny Blankenship, USEP – speaking as member of the Student Code of Conduct Committee. He disputed details regarding communication to committee members. He has been a member of the committee since 2005 and was not personally notified; the roster should have listed more than one teacher member. USEP will be reviewing the Student Codes of Conduct and he hopes that the communication problem can be rectified in the future.

The Chairman announced that the next regularly scheduled meeting of the Board is May 6, 2014, at 9:30 a.m.

(2.0) The Chairman recessed the regular meeting to hold the closed student appeal hearing and asked that anyone not involved in the hearing leave the room. Holly Rockhill, Senior Supervisor, Office of Student Support Programs and Services, presented one expulsion recommendation:

D. Closed Appeal Hearing - Expulsion of Male Student (DOB 11/14/1996) – Wesley Chapel High School

Member Armstrong moved that the Board approve the Superintendent's recommendation of expulsion. Member Hurley seconded the motion and on vote the motion carried unanimously. At the conclusion of the hearing, the meeting was called back to order.

There was no further business to come before the Board, and upon motion by Member Altman, the meeting was adjourned at 7:58 p.m.

*(Audio recording of the above proceeding is available and preserved as public document.)*

**SCHOOL BOARD WORKSHOP: April 15, 2014 – 3:00 p.m.**

**TOPIC: *District Success Plan (TransPro)***

The Board met for a workshop session at the District Office Complex, Building 3, Training Room D. Present were Chairman Crumbley, Board Members Cynthia Armstrong, Joanne Hurley and Steve Luikart; Kurt S. Browning, Superintendent; Nancy Alfonso and Paul Meeker, School Board Attorneys; Ray Gadd, Assistant

Superintendent for Administration and Operations; Amelia Van Name Larson, Assistant Superintendent for Student Achievement; Olga Swinson, Chief Finance Officer; Kevin Shibley, Executive Director for Administration; Ray Bonti, Executive Director for Support Services; Dave Scanga, Todd Cluff, and Monica Ilse, Learning Community Executive Directors; Linda Cobbe, Communications Director; Rayann Mitchell and Vanessa Hilton, Office for Teaching and Learning; Chris Christoff, Office for Professional Development; Carrie Morris, Office for Student Support Programs and Services; Peggy Jones, Office for Accountability, Research and Measurement; Kenny Blankenship, USEP; Jeff Solocheck, Tampa Bay Times, and Ronnie Blair, Tampa Tribune.

Rayann Mitchell, Senior Supervisor, Office for Teaching and Learning, and Chris Christoff, Director, Office for Professional Development, summarized the strategic planning process and introduced Mark Aesch, CEO of TransPro Consulting. TransPro will work with the district to develop a customized and comprehensive Success Plan. The Plan will have a district-wide focus on achievable goals, ongoing progress monitoring for all departments, schools, community, etc., clear alignment between priorities and expenditures, and cost-savings elements. Phases of the project will include the development of an introductory Success Plan, development of the complete plan, and identification of operation efficiencies. The company guarantees enough savings and process improvements to cover the cost of the development of the Plan – or the Plan is free. Board members had concerns about the cost of the project, the potential for extra work time for employees, and making sure that administration would be willing to change direction as input is received. Mr. Aesch assured the Board that the Plan would be free if the identified savings didn't exceed the cost of the Plan.

The workshop concluded at 3:58 p.m.

#### **EXECUTIVE SESSION: April 15, 2014 - 4:00 p.m.**

The Board met in closed executive session on *litigation*. The session was held in the Employee Relations Conference Room at the District Office Complex, Building 3. Present were Chairman Crumbley, Board Members Cynthia Armstrong, Joanne Hurley, Allen Altman, and Steve Luikart; Kurt S. Browning, Superintendent; Nancy Alfonso and Paul Meeker, School Board Attorneys; Ray Gadd, Assistant Superintendent for Administration and Operations; Olga Swinson, Chief Finance Officer; and Patricia Howard, Senior Manager, EBARM.

The Executive Session concluded at 4:45 p.m.

#### **SCHOOL BOARD WORKSHOP: April 15, 2014 – 4:45 p.m.**

##### **TOPIC: *Student Code of Conduct; Swap Amendment; Legacy Life***

The Board met for a workshop session at the District Office Complex, Building 3, Training Room D. Present were Chairman Crumbley, Board Members Cynthia Armstrong, Joanne Hurley, Allen Altman, and Steve Luikart; Kurt S. Browning, Superintendent; Nancy Alfonso and Paul Meeker, School Board Attorneys; Ray Gadd, Assistant Superintendent for Administration and Operations; Amelia Van Name Larson, Assistant Superintendent for Student Achievement; Olga Swinson, Chief Finance Officer; Kevin Shibley, Executive Director for Administration; Ray Bonti, Executive Director for Support Services; Dave Scanga, Todd Cluff, Beth Brown, and Monica Ilse, Learning Community Executive Directors; Linda Cobbe, Communications Director; Rayann Mitchell, Office for Teaching and Learning; Melissa Musselwhite, Holly Rockhill, Molly Blair, Dave Law, and Carrie Morris, Office for Student Support Programs and Services; Peggy Jones, Office for Accountability, Research and Measurement; Dominick Cristofaro, Finance Services Department; Betsy Kuhn, Employee Relations Department; Kenny Blankenship and Jim Ciadella, USEP; Jeff Solocheck, Tampa Bay Times, and Ronnie Blair, Tampa Tribune.

##### **Student Code of Conduct**

Holly Rockhill, Senior Supervisor, Office for Student Support Programs and Services, reviewed the 2014-2015 Student Codes of Conduct. The Student Codes of Conduct contain policies that describe students' rights and responsibilities, behavioral offenses and consequences, rules of attendance, dress and appearance, and appeal procedures. Changes were made based on based on recommendations of the Superintendent's Committee on the Code of Student Conduct. Member Hurley suggested stronger language related to student violence.

##### **Swap Amendment**

Dominick Cristofaro, Senior Manager, Finance Services Department, presented information to Board members regarding proposals received by Public Financial Management, Inc., in connection with the District's Certificates of Participation, Series 2008A and 2008C. The restructure for Series 2008C would consist of modifying the swap agreement by replacing the current expiring letter of credit with Floating Rate Note (FRN) (70% of 1 month LIBOR) using the SIFMA Municipal Index. Converting the letter of credit will create savings of 12 basis points or \$293,679 over 3 years. At the end of 3-year period, FRN would be re-negotiated.

For Series 2008A, the FRN (70% of 1 month LIBOR) that is expiring will be replaced with SIFMA. This will create a savings of approximately \$591,282 over 3.5 years. At the end of the 3.5-year period, the FRN would be renegotiated.

**Legacy Life**

Kevin Shibley, Executive Director for Administration, reviewed a Statement of Intent from the Pollock Financial Group (“Pollock”) regarding the Legacy Trust Program, which will be presented at tonight’s Board meeting. Board approval will allow Pollock to secure funding for Phase I implementation of the program while still providing the opportunity for review and approval of the the final program and trust documents.

The workshop concluded at 5:46 p.m.

APPROVED BY THE SCHOOL BOARD  
IN OPEN SESSION

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
May 6, 2014

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Superintendent of Schools