

DISTRICT SCHOOL BOARD OF PASCO COUNTY, FLORIDA

April 21, 2015

The District School Board of Pasco County met in regular session at 6:00 p.m, Tuesday, April 21, 2015, in the Board Room, District Office Complex, Building 3, 7205 Land O' Lakes Boulevard, Land O' Lakes, Florida. Present were Chairman Steve Luikart, Vice Chairman Joanne Hurley, and Board Members Allen Altman, Cynthia Armstrong, and Alison Crumbley. Also present were Kurt S. Browning, Superintendent and ex officio Secretary to the Board, and Dennis 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 Member Altman and the Pledge of Allegiance to the Flag.

The Chairman asked for a moment of silence and personal reflection.

The Chairman asked if there were any additions or corrections to the minutes of the regular meeting of April 7, 2015, and workshop of April 7, 2015. There were none, and on motion by Member Crumbley, seconded by Member Hurley, the minutes were approved unanimously.

Linda Cobbe, Director of Communications, coordinated the special presentation(s) as follows: (*See Miscellaneous Supplemental Minute Book 417, Page 2*)

- ~~Bill of Rights Essay Contest~~ - PULLED
- Odyssey of the Mind – recognition of teams from Mittye P. Locke Elementary School and Dayspring Academy going to World Finals Competition in Michigan.

The Chairman called a break for pictures and the meeting came back to order at 6:15 p.m.

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

- Alyssa D., Holiday – student apology.
- Michael W., New Port Richey – student apology.
- Steven E., New Port Richey – student apology.
- Marlerlyn L., Port Richey – student apology.
- Josh D., Holiday – student apology.

Board members thanked those attending the meeting and supporting their students.

- Tami Baker, Zephyrhills – she is a parent representing Pasco and Zephyrhills High Schools (ZHS) and thanked Board members for their commitment and service to schools. ZHS worked hard to achieve Title I status but was not able to qualify. She appreciated assistance from the Office for Teaching and Learning. She and other parents are committed to finding a creative way to help our schools. They want to see our students thrive and teachers excited to teach. She challenged Board members to join them.
- Pat Connolly, Zephyrhills – spoke on the testing issue. The situation has devolved. Some of his math classes have students missing many days for testing; this is disruptive to the academic process. There is no equity and fairness to teachers; there is no consistency. He requested a copy of his student performance scores from last year, which he has not received yet. Encouraged Board members to speak out on behalf of teachers.
- Robert Marsh, Masaryktown – spoke on the testing issue, agreeing with Mr. Connolly's remarks. There is no teaching during the 4th quarter of the school year, only testing. This is about destroying public education to create privatized education; it is not about student success. He asked Board members for their support.
- Debra Carpenter, Port Richey – spoke on testing issues. She has been pulled from the classroom 9 times to proctor tests. Thirty percent of her math students will be absent from class 3 to 5 days per week for the next month due to testing. This is an injustice to students; they are experiencing stress and anxiety, it is unfair to them.
- Christine Barrett, Hudson – spoke on the testing issue. She shared a visual of the testing schedule at her school. The schedule lists 184 times that teachers are pulled from the classroom to proctor tests, 96 substitutes were needed. No teaching is happening in the classroom. Asked the Board for their support.
- Reverend Jesse McClendon, Dade City – Asked about the plans for Moore Mickens Education Center relative to a proposal that was submitted for review. He thanked Deputy Superintendent Ray Gadd for his time. The community is concerned about the school closing.
- Timothy Garland, Zephyrhills – spoke about a ROTC issue with his daughter. A district employee battered her; he feels that school staff failed to communicate with him and keep his daughter safe. He asked for punitive action against various school and district staff members. Superintendent Browning will look into the matter.

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

- Testing concerns are the topic of the day. Online testing failed again today. Not just the union but even Education Commissioner Pam Stewart has concerns. People are calling for someone to hold teachers and students harmless in this testing issue. Our students are exhibiting anxiety and don't want to go to school. There has been an increase in anti-anxiety medications and antidepressants prescribed to teachers. He thanked the Superintendent and Board for their efforts in reducing testing at the elementary level.
- Distributed copies of an email that he sent to Board members regarding the TNTP report that was sent out last week. He summarized points listed in the email. (*See Miscellaneous Supplemental Minute Book 417, Page 40*).

Committee Reports:

- Member Armstrong:
 - Emailed state representatives regarding the capital outlay issue and has received several responses.
 - Health and Wellness Committee – focusing on 4 goals, stressing communication and smoking cessation.
- Member Crumbley:
 - None.
- Member Altman:
 - Spoke to two legislators regarding the capital outlay issue.
- Vice Chairman Hurley:
 - Success Planning Committee.
 - Contacted legislators to thank them for their support and express concerns about various issues.
- Chairman Luikart:
 - None.

(1.0) Reports, Information and Comments:

Superintendent Browning:

- A parent night for intermediate students was held at Sanders Memorial Elementary School recently. The meeting was well attended and provided opportunities for parents to learn about the school. Transportation issues are being worked through and communicated to parents.
- He will be making school visits over the next few weeks and invited Board members to join him as schedules permit. Jan Schmitz will send the schedule to them.
- Wiregrass Ranch High School hosted a parent forum last week to address various issues. Dr. Scanga will provide more details later in the meeting.
- Surprised Lisa Kern, Supervisor of School Health Services, with the announcement that she has been named as Florida School Health Association 2015 Supervisor of the Year.

The Chairman called a break for pictures and the meeting came back to order at 7:11 p.m.

Deputy Superintendent:

- Ray Gadd – None.
- Kevin Shibley – None.
- Ray Bonti – None.
- Olga Swinson:
 - Reminded Board members there is a vacancy on the Investment Oversight Committee and asked them to forward recommendations to her.
- Vanessa Hilton:
 - The Elementary STEM Fair was very successful with 322 students displaying their work.
 - Upcoming events include a “Cardboard Challenge” (Early Childhood Programs), the Showcase of Exceptional Talent at Wesley Chapel High School on May 4, 2015, and the Turnaround Luncheon on May 7, 2015, at the Spartan Manor.
- Dave Scanga:
 - Staff recommendation for Jeanne Brant, Assistant Principal, Sand Pine Elementary School, who will be introduced at a future Board meeting.
 - A forum was held at Wiregrass Ranch High School related to substance abuse, which became a large issue due to social media. The forum was a collaborative effort with the school staff, the Pasco County Sheriff's Office and Bay Care Mental Health Services. It was an excellent presentation and well attended by parents. Member Altman asked if the event could be replicated

at other schools, perhaps by feeder pattern. Superintendent Browning said that a schedule would be developed. Member Crumbley mentioned that sex trafficking is becoming a large problem in schools in general.

(2.0) The Chairman remarked that there were no expulsion recommendations tonight.

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:

3B. Out-of-State Travel - InstructureCon 2015 - Utah

4A2. Instructional Materials Adoption

11. Resolutions

A. Earth Day 2015

B. International Internal Audit Awareness Month

C. Teacher Appreciation Week and National Teacher Day

D. School Nurse's Day and National Nurses Week

12. Property Acquisitions - None Submitted

13. Miscellaneous Action Items - None Submitted

The Chairman asked for a motion to approve all other items on the consent agenda. Member Armstrong moved that the Board approve all items on the consent agenda, including addenda, with the exception of 3B (*Out-of-State Travel – InstructureCon 2015 – Utah*) and 4A2 (*Instructional Materials Adoption*). Member Hurley seconded the motion, and on vote the motion carried unanimously to approve the **CONSENT AGENDA** as follows:

3. LEARNING COMMUNITIES (*See Miscellaneous Supplemental Minute Book 417, Pages 3, 5*)

A. School Field Trips

C. Out-of-State Travel - Advanced Placement Test Exam Readings –
Missouri and Kentucky

4. STUDENT ACHIEVEMENT

A. Teaching and Learning (*See Miscellaneous Supplemental Minute Book 417, Page 6*)

1. School Choice Change of Placement

B. Professional Development and School Supports - None Submitted

C. Accountability Research and Measurement (*See Misc. Supplemental Minute Book 417, Page 8*)

1. Project MARS

D. Student Support Programs and Services (*See Misc. Supplemental Minute Book 417, Pages 9-10*)

1. Disciplinary Change of Placement

2. Tdap Vaccines - Memorandum of Understanding

E. Early Childhood (*See Miscellaneous Supplemental Minute Book 417, Page 11*)

1. Head Start/Early Head Start Transition Plan

F. School Field Trips - None Submitted

5. ADMINISTRATION

A. Human Resources and Educator Quality (*See Misc. Supplemental Minute Book 417, Pages 12-20*)

1. Revised Job Description - HVAC Systems Control Technician

2. Revised Job Description - Plant Manager

3. Revised Job Description - Assistant Plant Manager

4. Revised Job Description - Social Educator, Early Childhood Programs

5. New Job Description - Early Childhood Programs Coach

6. New Job Description - Early Childhood Programs Education Specialist

7. New Job Description - Early Childhood Programs Interventionist

8. New Job Description - Early Childhood Programs Lead Caregiver

9. New Job Description - Program Coordinator, Early Childhood Programs

10. Personnel Recommendations (*See Personnel Supplemental Minute Book 81, Page 4*)

B. Employee Relations - None Submitted

C. Technology and Information Services - None Submitted

6. SUPPORT SERVICES

A. Planning Services (*See Miscellaneous Supplemental Minute Book 417, Page 21*)

1. Educational Plant Spot Survey - Sanders Memorial Elementary School

B. Construction Services (*See Miscellaneous Supplemental Minute Book 417, Page 22*)

1. Construction Management Agreement - Fred K. Marchman Technical College

C. Food and Nutrition Services - None Submitted

D. Maintenance Services (*See Miscellaneous Supplemental Minute Book 417, Pages 23-25*)

1. HVAC Replacement Project - Ridgewood High School Scope Change

2. Quarterly Non-Capitalized Furniture and Equipment

3. Surplus Equipment

E. Purchasing Services (*See Miscellaneous Supplemental Minute Book 417, Pages 26-27*)

1. Bid Recommendations (Date/Time: April 14, 2015; 13:51:00) (including addenda)

Contracts: *Caring Pediatrics; Cobbe Dental Services; Early Childhood Programs; Early Learning Coalition of Pasco and Hernando Counties, Inc.; Florida Department of Health; Healthy Start Coalition of Pasco, Inc.*

2. Use of Facilities

- 7. FINANCE SERVICES** (See *Miscellaneous Supplemental Minute Book 417, Pages 28-30*)
- A. Payroll Expenditures - March-April 2015
 - B. Warrant Lists
 - C. BNY Mellon Account for Supplemental Early Retirement Plan
- 8. GRANT PROPOSALS** (See *Miscellaneous Supplemental Minute Book 417, Pages 31-34*)
- A. Head Start 2015-2016 Grant
 - B. Early Head Start 2015-2016 Grant
 - C. Federal Public Charter Schools Program for Planning and Design Grant – Garden Montessori Charter School
 - D. Federal Public Charter Schools Program for Planning and Design Grant – Plato Academy Charter School (K-8)
- 9. ALLOCATIONS** (See *Miscellaneous Supplemental Minute Book 417, Page 35*)
- A. Allocation Changes (2014-2015): Add - Summer ESY - Bus Drivers
- 10. INTERNAL AUDIT - None Submitted**

SCHOOL BOARD ATTORNEY

Request for Authorization to Execute Settlement Documents Consistent with Settlement Statement Approved at April 7, 2015 School Board Meeting

(3B) The Chairman presented the request for approval of *Out-of-State Travel - InstructureCon 2015 - Utah* (See **Miscellaneous Supplemental Minute Book 417, Page 4**). Member Armstrong moved that the Board approve the request for Out-of-State Travel - InstructureCon 2015 - Utah, seconded by Member Altman. Member Hurley expressed her concerns regarding the cost and number of participants traveling. JoAnne Glenn, Principal, Pasco eSchool, distributed information regarding the out-of-state travel request (See **Miscellaneous Supplemental Minute Book 417, Page 4a**). Several of the participants will be presenting at the conference, reducing their registration costs. Information from the conference will be shared with other teachers. On vote, the motion carried unanimously.

(4A2) The Chairman presented the request for approval of *Instructional Materials Adoption* (See **Miscellaneous Supplemental Minute Book 417, Page 7**). Member Hurley moved that the Board approve the Instructional Materials Adoption, seconded by Member Crumbley. Assistant Superintendent Vanessa Hilton confirmed there is consistency among schools regarding decisions for instructional materials and that the materials being adopted are aligned with the new standards. On vote, the motion carried unanimously.

(11A) The Chairman presented the request for approval of a proclamation recognizing *Earth Day 2015* (See **Miscellaneous Supplemental Minute Book 417, Page 36**). Member Armstrong moved that the Board approve the proclamation recognizing April 25, 2015, as Earth Day, seconded by Member Crumbley. On vote, the motion carried unanimously.

(11B) The Chairman presented the request for approval of a proclamation recognizing *International Internal Audit Awareness Month* (See **Miscellaneous Supplemental Minute Book 417, Page 37**). Member Altman moved that the Board approve the proclamation recognizing the month of May as International Internal Audit Awareness Month, seconded by Member Hurley. On vote, the motion carried unanimously.

(11C) The Chairman presented the request for approval of a proclamation recognizing *Teacher Appreciation Week and National Teacher Day* (See **Miscellaneous Supplemental Minute Book 417, Page 38**). Member Altman moved that the Board approve the proclamation recognizing May 3-9, 2015, as Teacher Appreciation Week and May 5, 2015, as National Teacher Day, seconded by Member Armstrong. On vote, the motion carried unanimously.

(11D) The Chairman presented the request for approval of a resolution recognizing *School Nurse's Day and National Nurses Week* (See **Miscellaneous Supplemental Minute Book 417, Page 39**). Member Hurley moved that the Board approve the resolution recognizing May 3-9, 2015, as National Nurses Week and May 6, 2015, as School Nurse's Day, seconded by Member Altman. On vote, the motion carried unanimously.

Individual Board members presented and discussed items:

- Member Armstrong:
 - The Association of University Women run a summer camp to provide opportunities for female middle school students to learn about science and math. Jessica S. is the first Pasco student selected to attend the camp.
 - Attended the 34th Annual Congressional Art Competition awards ceremony and reception at Land O'Lakes High School.
- Member Crumbley:
 - Attended the 34th Annual Congressional Art Competition awards ceremony and reception at Land O'Lakes High School. Congressman Gus M. Bilirakis & The Congressional Institute

sponsor the competition. The Best of Show artwork will be displayed for one year in the U.S. Capitol Building's Cannon Tunnel with other Congressional winners.

- Was offended by a recent quote in the Tampa Bay Times regarding funding and distrust of local school districts; she assured parents that the Superintendent and Board members are transparent and trustworthy and available via phone or email at any time.
- Member Altman:
 - None.
- Vice Chairman Hurley:
 - Attended the first annual Pasco County Schools Community Health Fair at Sunlake High School; there were endless opportunities to participate in healthy events.
 - Met with the principal and staff at Sanders Memorial Elementary School; exciting things are happening at the school.
 - Attended the 4th Annual Afterschool Conference at River Ridge High School; the event was hosted by the PLACE department and well attended. Dr. Adolph Brown was the keynote speaker.
 - Attended the 34th Annual Congressional Art Competition awards ceremony and reception at Land O'Lakes High School. Isabella B. from Land O' Lakes High School won the Best of Show award.
 - Attended the 16th Annual Student Pride Awards Breakfast, sponsored by the Wesley Chapel Chamber of Commerce.
- Chairman Luikart:
 - None.

Dennis Alfonso, School Board attorney, requested authorization to execute settlement documents consistent with a settlement statement approved at the April 7, 2015, School Board meeting. Member Altman moved that the Board authorize Superintendent Browning to execute closing documents for the 2008 Auction Rate Securities settlement, seconded by Member Crumbley. On vote, the motion carried unanimously.

The Chairman asked if there was anyone in the audience who wished to address the Board. No one came forward.

The Chairman announced that the next regularly scheduled meeting of the Board is May 5, 2015, at 9:30 a.m.

There was no further business to come before the Board, and upon motion by Member Altman, the meeting was adjourned at 7:42 p.m.

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

SCHOOL BOARD WORKSHOP: April 21, 2015 - 4:00 p.m.

TOPIC: *Shared Governance Training (Head Start); Student Code of Conduct*

The Board met for a workshop session at the District Office Complex, Building 3, Training Room D. Present were Board Members Allen Altman, Cynthia Armstrong, Alison Crumbley, Joanne Hurley and Steve Luikart; Kurt S. Browning, Superintendent; Dennis Alfonso, School Board Attorney; Ray Gadd, Deputy Superintendent; Olga Swinson, Chief Finance Officer; Kevin Shibley, Asst. Supt. for Administration; Ray Bonti, Asst. Supt. for Support Services; Vanessa Hilton, Asst. Supt. For Student Achievement; Dave Scanga, Beth Brown, and Todd Cluff, Area Superintendents; Linda Cobbe, Communications Director, and Josh Solomon, Tampa Bay Times. Other district staff was also in attendance.

Shared Governance Training (Head Start)

Angela Porterfield, Director, Early Childhood Programs, advised Board members that Head Start has a new grant process with new requirements. The competitive grant now runs on a five-year cycle called an aligned monitoring system. The grant year runs August 1 to July 31. Liz DeCamilla, Grant Resource Specialist, reviewed the components of the application. There are two types of monitoring cycles – Differential (for grantees with a history of audit compliance) and Comprehensive (for grantees with a history of audit findings). Pasco County is one of 90 grantees nationwide that will receive Differential Monitoring. The HSKI-C (Head Start Key Indicator – Compliant) Protocol is used to gather information to assess grantee performance across the content areas of fiscal integrity, governance, management systems, comprehensive services and school readiness (child health and safety, family and community engagement and child development and education). The protocol includes interviews, document and transaction reviews and reviews of staff files. In order to receive the grant funds, grantees will need to complete and submit program-wide screenings - Governance, Leadership and Oversight Capacity Screener (1 per program) and a Health and Safety Screener (on all sites) - within the first 45 days of the programmatic year. Each screener will need to be signed by the Policy Council Chair and the School Board Chair.

Student Code of Conduct

Melissa Musselwhite, Director, Office for Student Support and Programs (OSSPS), along with staff members, David Law, Carrie Morris, Holly Rockhill, and Pam Pepperman, reviewed the Attendance Committee findings with Board members regarding attendance.

The Attendance Committee, comprised of 25 district and department staff and teachers, met numerous times, reviewing NEOLA and Student Code of Conduct policies, and input from many individuals. Attendance problems are rooted in several system issues:

- Policy (clarification of code, consistencies with schools);
- Systems (variability in accuracy of data entry; roles/responsibilities for tracking, monitoring, and rewarding good attendance; and communication – access/connectedness with parents);
- Lack of centralized, standardized data source (to facilitate intervention plans); and
- Inconsistencies in the use of effective strategies (implementation of interventions) and use of human resources to efficiently document, monitor, and respond).

The committee determined four goals:

1. Create Consistent Definition – provide clear definition of what we want students to do with emphasis on what it means to be present and then to improve the systems of communication and connecting with families.
2. Shift Emphasis to Student Learning – keep the emphasis on learning and mastering standards and hold students accountable by requiring the work despite the reasons for absences.
3. Clarify “Excessive or Extended” Absences – absences will be marked “U” for unexcused until the parent/guardian notifies the school in writing and justifies the absence.
4. Reflect “in class time” in the Code – shift policy to reflect in class time in order to emphasize being present (in class) all day.

Board members asked questions and shared their thoughts on the suggested attendance policy. School demographics makes a difference – what works at one school won’t work at another school. Chairman Luikart said there should be a minimum expectation for attendance. Member Armstrong stressed that there needs to be consistency in the way that discipline is handled. She does not agree with a loss of privileges as a consequence as it will not apply to all students and asked if the suggested policy change would increase attendance. Member Crumbley said we need to know why the students are not in school. Member Hurley agreed there needs to be consistency and does not agree with giving schools total leeway for attendance issues. Emails from school staff ask for consistency in grading. Member Altman acknowledged there is a problem, what we are doing is not working, asking how the change would be an improvement. Board members were critical of a proposal that would allow students with unexcused absences to make up work and possibly receive full credit. Staff will review the Code of Conduct language related to absenteeism and present to Board members at a workshop on May 5, 2015.

Superintendent Browning agreed that the current policy is not working, saying kids need to come to school and master learning. A “cookie cutter” approach can’t be used; we need engaging teachers in the classroom. David Chamberlin, Supervisor, OSSPS, spoke on the Truancy Intervention Program (TIP) and Children in Need of Services/Family in Need of Services (CINS/FINS). He will send data related to the number of referred students to Board members, along with the process for how a student is referred for truancy.

Superintendent Browning said that HB 7069, signed into law by the governor on April 14, 2015, included a provision to allow school districts to set the school start date as early as August 10. The 2015-2016 school calendar was approved on November 14, 2014. He has received many emails requesting that the 2015 school start date not be changed. After discussion by Board members, it was decided not to make any changes and to keep the first day of school for 2015-2016 as August 24, 2015.

The workshop concluded at 5:55 p.m.

APPROVED BY THE SCHOOL BOARD
IN OPEN SESSION

Chairman

May 5, 2015

Superintendent of Schools