

DISTRICT SCHOOL BOARD OF PASCO COUNTY, FLORIDA

June 2, 2015

The District School Board of Pasco County met in regular session at 9:30 a.m., Tuesday, June 2, 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 and Cynthia Armstrong. Board Member Alison Crumbley was absent. 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 Chairman Luikart 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 May 19, 2015, and workshop of May 19, 2015. There were none, and on motion by Vice Chairman Hurley, seconded by Member Altman, the minutes were approved unanimously.

Linda Cobbe, Director of Communications, coordinated the special presentation(s) as follows: (*See Miscellaneous Supplemental Minute Book 420, Page 1-3b*)

- District Crisis Intervention Team
- Career and Technical Education Students of the Year (*Journey H., Crews Lake K-8; Jeffrey M., Pasco High School*)
- Duke Energy Contribution – Elementary STEM Education Labs
- Remodeling – Rodney B. Cox Elementary School
- Special Recognition - Lt. James R. Law – Safety and Security Officer

The Chairman called a break for pictures and the meeting came back to order at 10:04 a.m.

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

- Colleen Beaudoin, Land O'Lakes – Pine View Middle School parent – spoke on (1) the aggressive implementation of a Pre IB program at Pine View Middle School and the lack of adequate training time, and (2) the elimination of the self-contained gifted unit at the school. Supt. Browning said the Pre IB program will not begin until the 2017-2018 school year and asked Dave Scanga, Area Superintendent, to meet with her.

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

- Job Descriptions - USEP has been contacted about several job descriptions being submitted for approval; he asked for the items to be pulled from the agenda to allow more time to evaluate the changes and the impact on schools; USEP will seek to bargain the impact of these changes.
- Bargaining Update:
 - Instructional and SRP teams have met 3 and 4 times, respectively. USEP has offered improvements in both contracts - language seeking an expanded definition of progressive discipline (instructional) and improved work conditions, specifically time allocated for additional responsibilities to bus drivers and transportation assistants' workdays (SRP). He mentioned that bus drivers are required to return to work after the school year is over to clean their buses, without pay.
 - Sick leave donations from one staff member to another - USEP has investigated this concept/language in other districts and recommends a proposed Memorandum of Understanding to introduce, monitor, and tweak the program over the next few years to ensure the long-term viability of the program.
 - Other bargaining topics included expansion of the reasonable suspicion drug testing program; the ESEA/NCLB impact on instructional staff; school choice preference/employee requests; indoor air environment quality issues; and Pasco's virtual instruction program.
- Recommended that someone be appointed to work with Saybra Chapman, Supervisor/EAP, before her retirement to ensure a seamless EAP transition.

Committee Reports:

- Member Armstrong:
 - Student Wellness Policy Council – reviewed audit that is being presented to the Board today. Challenged everyone to read the wellness blog on the district website.

- Investment Oversight Committee – heard performance reviews on investment funds; numbers from Nopetro (CNG) are not adding up, possibly considering building and maintaining our own facility; use of a master lease for computers and iPads in schools.
- Member Altman:
 - Health Insurance Committee - discussed the December 2014 Florida Blue Executive Summary Report and the Envision Rx Benefit Review.
- Vice Chairman Hurley:
 - Charter School Task Force – discussion on advanced courses for middle school students; using Kelly services for substitutes; MUNIS training.
 - Strategic Planning Committee meetings and presentation to the PTA.
- Chairman Luikart:
 - Pasco Education Foundation Board meeting at River Ridge High School.
 - Tour of the engineering lab at River Ridge High School; he encouraged others to visit the lab.

(1.0) Reports, Information and Comments:

Superintendent Browning:

- Completed the graduation marathon this past weekend – thanked principals and staff for making the ceremonies special for the graduates and their families. He also thanked School Board members and district staff who attended graduation ceremonies.
- Reminded Board members and staff that Leadership Week begins on June 9, 2015, at Wesley Chapel High School Performing Art Center; a great keynote speaker is scheduled.
- Reminded Board members that the four-day workweek will run June 15-August 7, 2015; offices will be open longer on Monday-Thursday and closed on Friday.
- He is proud of the teachers, principals, school and district staff for their efforts this past year.

Deputy Superintendent:

- Ray Gadd:
 - Community meetings to review the Pasco County Schools Success Plan are scheduled for June 15, 2015, from 6:30-8:00 PM at Thomas E. Weightman Middle School and Fox Hollow Elementary School.
 - Thanked Lt. Law for his exemplary service to the district.
 - Advised Board members that an extensive amount of work went into creating the Learning Design Coach and Resource Management Associate job descriptions and asked Vanessa Hilton to provide additional details:
 - Ms. Hilton said that in addition to pre-work, a committee met and provided input into the job descriptions and the digital classroom plan; employees were invited to a half-day session, videos were provided for those who could not attend, and two 45-minute Q&A conference calls were held. Six elements were removed from the Learning Design Coach job description, allowing a focus on the role and relevant activities. Old language was removed from the Resource Management Associate job description to update and professionalize the role, changing “assistant” to “associate” to foster partnering with Learning Design Coach and administrators. There was no change to the technician role, only an increase in support.
 - He clarified that the bus driver contract allows 40 minutes per day for paperwork and cleaning of busses, etc. When all busses come in at the end of the year, there is not always room for everyone to finish so some drivers come back on another day to finish, but they are paid for these extra hours. This procedure has been in use for many years, it is not new. If there is a problem, it can be addressed in negotiations.
- Kevin Shibley:
 - The comprehensive risk management plan is being submitted for approval today; representatives from Brown and Brown are available if there are questions. The plan provides excellent coverage with minimal increases.
- Ray Bonti:
 - Several schools are moving this summer (Bayonet Point Middle School to Fivay High School, Anclote Elementary School to Gulf Middle School); Pasco eSchool is moving to Crews Lake as Shady Hills Elementary School moves into its new facility.
- Vanessa Hilton:
 - Several staff members visited the STEM labs in Manatee County last week and are excited to establish STEM labs at Cypress and Moon Lake Elementary Schools. The labs are funded by a Duke Energy grant with matching funds from the Pasco Education Foundation.

(2.0) Melissa Musselwhite, Director, 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. Expulsion Cumulative Report - School Year 2014-2015 (*See Misc. Supp. Minute Book 420, Page 4*)
- B. Bus Expulsion of Male Student (DOB 08/23/03) Hudson Middle School

Member Altman moved that the Board approve the expulsions as recommended in item 2B. Vice Chairman Hurley 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:

- 11. Resolutions - None Submitted
- 12. Property Acquisitions - None Submitted
- 13. Miscellaneous Action Items - None Submitted
- 5D. Additional Administration Items
 - 1. Renewal - 2015-2016 Comprehensive Risk Management Program

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 5D1 (*Renewal - 2015-2016 Comprehensive Risk Management Program*). Vice Chairman 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 420, Pages 5-6*)

- A. School Field Trips
- B. Out-of-State Travel - International Baccalaureate Training - Texas

4. STUDENT ACHIEVEMENT

- A. Teaching and Learning (*See Miscellaneous Supplemental Minute Book 420, Pages 7-9*)
 - 1. Out of State Travel - Advanced Placement Annual Conference - Texas
 - 2. Out-of-State Travel - FOSS K-5 Next Generation Institute 2015 – California
 - 3. School Choice Change of Placement
- B. Professional Development and School Supports - None Submitted
- C. Accountability Research and Measurement - None Submitted
- D. Student Support Programs and Services (*See Misc. Supplemental Minute Book 420, Pages 10-11*)
 - 1. Out-of-State Travel - National Association of School Nurses Annual Conference - PA
 - 2. Disciplinary Change of Placement
- E. School Field Trips - None Submitted

5. ADMINISTRATION

- A. Human Resources and Educator Quality (*See Misc. Supp. Minute Book 420, Pages 12-16*)
 - 1. New Job Description - Senior Manager, Technology and Information Services
 - 2. Revised Job Description – Licensed Practical Nurse
 - 3. Reclassified Job Description – Learning Design Coach
 - 4. Reclassified Job Description - Resource Management Associate
 - 5. Amended 2015-2016 Work Calendars - Calendar Codes 130 (PLACE) and 480 (FNS Manager)
 - 6. Personnel Recommendations (*See Personnel Supp. Minute Book 81, Page 8*)
 - 7. Personnel Reappointments (Administrative) *Book 420, (See Personnel Supp. Minute Book 81, Pages 9)*
- B. Employee Relations (*See Miscellaneous Supplemental Minute Book 420, Page 17*)
 - 1. Negotiating Teams - Instructional and SRP - 2015-2016 School Year
- C. Technology and Information Services - None Submitted

6. SUPPORT SERVICES

- A. Planning Services (*See Miscellaneous Supplemental Minute Book 420, Page 19*)
 - 1. Trillion Pole Lease - St. Leo University FM Station - Pasco High School
- B. Construction Services (*See Miscellaneous Supplemental Minute Book 420, Pages 20-22*)
 - 1. Parking Lot Expansion - Quail Hollow Elementary School
 - 2. GMP Early Site Package – Elementary School “W”
 - 3. Construction Management GMP – R. B. Cox Elementary School
- C. Food and Nutrition Services (*See Miscellaneous Supplemental Minute Book 420, Page 23*)
 - 1. Wellness Policy Implementation Survey Results
- D. Maintenance Services (*See Miscellaneous Supplemental Minute Book 420, Pages 24-25*)
 - 1. Surplus Equipment
 - 2. Surplus Equipment - Trade-In - Sunlake High School

E. Purchasing Services (See *Miscellaneous Supplemental Minute Book 420, Pages 26-27*)

1. Bid Recommendations Date/Time: May 26, 2015, 16:15:00

CONTRACTS: Belmont University; Other Florida School Districts; Synrevoice Technologies

2. Request for Use of Facilities

7. FINANCE SERVICES (See *Miscellaneous Supplemental Minute Book 420, Pages 28-29*)

A. Interim Financials for All Fund Types - 07/01/2014 - 04/30/2015

B. Warrant Lists

C. 2014-2015 Budget Amendments - April 2015 - #54 through #61 (See *Budget Supplemental Minute Book 34, Page 21*)

8. GRANT PROPOSALS (See *Miscellaneous Supplemental Minute Book 420, Pages 30-33*)

A. Carl D. Perkins Secondary, Section 131 Fiscal Year 2015-2016 Grant

B. Carl D. Perkins Post-Secondary, Section 131 Fiscal Year 2015-2016 Grant

C. Title I, Part D Local Programs for Neglected and Delinquent Students Grant

D. Title X, Part C Education for Homeless Children and Youth Grant

9. ALLOCATIONS (See *Miscellaneous Supplemental Minute Book 420, Pages 34-36*)

A. 2015-2016 District Office and Schools' Allocations

B. Summer Work Hours 2015 - Additional

C. Extended School Year Allocations 2015 - Additional

(5D1) The Chairman presented the request for approval of the *Renewal - 2015-2016 Comprehensive Risk Management Program (See Miscellaneous Supplemental Minute Book 420, Page 18)*. Member Altman reminded Board members that there is no insurance coverage in several areas (vehicles, workers compensation, portables, etc.) and the District will be responsible for those costs when a hurricane hits the county. There is a need to keep reserves and fund balances intact for that probability. If the Board wants to increase coverage, the discussions will need to happen several months in advance. After discussion, Member Altman moved that the Board approve the *Renewal - 2015-2016 Comprehensive Risk Management Program*, seconded by Member Armstrong. On vote, the motion carried unanimously.

Individual Board members presented and discussed items:

- Member Armstrong:
 - Attended multiple graduation ceremonies.
 - Attended the West Pasco Chamber of Commerce legislative breakfast.
 - Attended a ribbon cutting at Gulf Middle School to join the West Pasco Chamber of Commerce; the new landscaping (done by students and staff) was showcased to the business community.
- Member Altman:
 - Attended a community art event at Centennial Elementary School.
 - Attended the Employee Recognition Awards ceremony; appreciates the event.
 - Spoke about schools and growth in the central region at the Wesley Chapel Chamber of Commerce Economic Development Luncheon.
- Vice Chairman Hurley:
 - Attended the ceremony to honor students who have selected to attend a United States Service Academy, sponsored by Congressman Gus Bilirakis; thanked the committees for their referrals.
 - Visited Countryside Montessori Charter School.
 - Attended the Head Start/Early Head Start Luncheon for parent & community volunteers.
 - Attended the Honor Day Awards ceremony.
 - Attended the Pine View Middle School Parent Night, which explained the Middle Years IB Program. There is Q&A section on the school's website.
 - Attended four graduation ceremonies; thanked teachers and administrators' for helping students succeed.
- Chairman Luikart:
 - Attended several graduation ceremonies.
 - Attended the Employee Recognition Awards ceremony.
 - Attended the Gulf Middle School honor award ceremony.
 - Commended Lt. Law for his service to the district.

Dennis Alfonso, School Board attorney, congratulated Paul Meeker, now Board certified in education law.

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

The Chairman announced that there is an executive session immediately following today's meeting in Training Room C.

The Chairman announced that the next regularly scheduled meeting of the Board is June 16, 2015, at 6:00 p.m.

There was no further business to come before the Board, and upon motion by Member Altman, the meeting was adjourned at 10:54 a.m.

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

EXECUTIVE SESSION: June 2, 2015 – 11:08 a.m.

The Board met in executive session on *negotiations*. The session was held in Training Room C at the District Office Complex, Building 3. Present were Board Members Allen Altman, Cynthia Armstrong, 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; Todd Cluff, Area Superintendent; Betsy Kuhn, Director, and Kathy Scalise, Supervisor, Employee Relations Department.

The Executive Session concluded at 12:01 p.m.

APPROVED BY THE SCHOOL BOARD
IN OPEN SESSION

Chairman

June 16, 2015

Superintendent of Schools