

DISTRICT SCHOOL BOARD OF PASCO COUNTY, FLORIDA

July 1, 2014

The District School Board of Pasco County met in regular session at 9:30 a.m., Tuesday, July 1, 2014, in the Board Room, District Office Complex, Building 3, 7205 Land O' Lakes Boulevard, Land O' Lakes, Florida. Present were Vice Chairman Steve Luikart, and Board Members Allen Altman, Cynthia Armstrong, and Joanne Hurley. Chairman 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 Member Luikart and the Pledge of Allegiance to the Flag.

The Vice Chairman asked for a moment of silence in remembrance of Jorge Cruz, student at Pine View Elementary School.

The Vice Chairman asked if there were any additions or corrections to the minutes of the regular meeting of June 17, 2014, and workshop of June 17, 2014. There were none, and on motion by Member Hurley, seconded by Member Armstrong, the minutes were approved unanimously.

The Vice Chairman opened the First Reading on the 2014-2015 Student Progression Plan (*See Miscellaneous Supplemental Minute Book 399, Page 1*). Attorney Alfonso stated that notice of this hearing has been posted on the District's web site. Vice Chairman Luikart asked if there was anyone in the audience who would like to speak on this item.

- Richard Penberthy, Wesley Chapel – spoke on behalf of his daughter, Courtney Penberthy, who lives out of state. Ms. Penberthy, who was the 2007 valedictorian at Wesley Chapel High School, stated her concerns about eliminating the “val/sal” designations.

Member Hurley moved that the Board approve the First Reading of the 2014-2015 Student Progression Plan (SPP), seconded by Member Armstrong. Member Hurley thanked the speaker for sharing his daughter's thoughts on the val/sal issue. She is in favor of the change to the SPP. Member Armstrong agreed, stating that some students manipulate the system to achieve the titles rather than taking the path that would be best for their education. Because of diversity and how education has changed, it is difficult to calculate these honors. This change will eliminate titles but keep class ranking and recognize all students that achieve a high level of academic achievement. Member Altman is researching the issue and still has questions. He will approve the first reading of the SPP but may change his mind after more information is gathered. He thanked the committee for their work and research. Member Luikart has a long history with this issue change and believes that students should compete with themselves rather than competing with each other. He approves the change to the SPP at this time, but is still open-minded about the issue. On vote, the motion carried unanimously.

Linda Cobbe, Director of Communications, coordinated the special presentation as follows: (*See Miscellaneous Supplemental Minute Book 399, Page 2*)

- ~~Duke Energy Donation Career and Technical Education - CANCELED~~

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

- Samantha Suffich, Palm Harbor - Representing Tobacco Free Partnership of Pasco County. She distributed information to Board members regarding tobacco use in Pasco County (*See Miscellaneous Supplemental Minute Book 399, Page 26*). She reviewed statistics on student and staff tobacco use, along with costs associated with smoking.
- Cindy Partazana, Hudson – Representing the West Pasco Pregnancy Center and Tobacco Free Partnership of Florida. They are looking to decrease family smokers in homes with infants and young children, and requested that the District remove smoking in all school campuses.
- Jihane Ambrose, Land O'Lakes – She is a tobacco cessation specialist with Gulfcoast North Area Health Education Center and Tobacco Free Partnership of Pasco County. She said that people who start smoking before the age of 18 are usually influenced by someone of significance to them. She reviewed ways to quit smoking and suggested that the Board revamp its tobacco free policy.
- Jacob L., New Port Richey – student apology. Board members thanked him for his apology and thanked the parents for their support.

The Vice Chairman asked if the United School Employees of Pasco had anything to present. Jim Ciadella, Director of Services and Operations, spoke on behalf of USEP:

- Contract negotiations have begun and information can be found on the website.
- USEP is seeking to negotiate the best raises possible for employees.
- They are concerned about the proposal to hire new administrators not budgeted or allocated. They ask the Board to review the new positions in detail, even if positions are revenue neutral.

Committee Reports:

Member Armstrong:

- The Health and Wellness Incentive Committee did not meet; they have looked closely at tobacco programs and reviewed resources available through the district wellness centers for tobacco cessation.

Member Hurley:

- The initial meeting of the Strategic Planning Committee met, discussing stakeholder involvement and scheduling for future meetings.
- The Construction Management Selection Committee has completed its work and \$52 million for renovations and new construction is in today's agenda.

Member Altman:

- Value Adjustment Board.

Vice Chairman Luikart:

- None.

(1.0) Reports, Information and Comments:

Superintendent Browning:

- He noted a revision to Item 3A3 (*Dedication and Naming of Concession Stand - Pasco High School*), which eliminates a time certain for the name change.
- He suggested to Board members that items 4A2 (*New Job Description – Allocations Analyst*), 4A3 (*New Job Description – Communications and Government Relations Liaison*), and 4A4 (*New Job Description – Professional Standards Investigator*) be pulled for discussion if item 8B (*2014-2015 District Office and Schools' Allocations*) is pulled for discussion since the new job descriptions are tied to the proposed new allocations requested.

Ray Gadd:

- Staff recommendations:
 - John Simon introduced Denise Steurer, Supervisor of Information Services.
 - Olga Swinson introduced Joshua Stringfellow, Accounting Manager, Finance Services.

Amelia Van Name Larson:

- Staff recommendations:
 - Todd Cluff introduced:
 - Toni Zetsche, Assistant Principal (245), Hudson High School;
 - Michael Rogers, Assistant Principal (216), Hudson High School;
 - Joseph Musselman, Principal, Hudson Middle School;
 - Maria Brady, Assistant Principal (245), Hudson Middle School.
 - Beth Brown introduced:
 - Susan Seibert, Principal, Paul R. Smith Middle School.
- Clarified the issue regarding "Paper Towns", a book by John Green. The book, on a summer reading list at John Long Middle School, was not banned, but removed from the reading list. The Office for Teaching and Learning is reviewing ways to strengthen procedures, possibly by identifying books with ratings - similar to movie ratings - and informing parents and students "up front", rather than after a book's content is questioned.

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

The Vice 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:

- 4A. Human Resources and Educator Quality
- 5E1. Request for Approval of Bid Recommendations, Bid Renewals, and Contracts (AMI Kids Pasco)
- 8B. 2014-2015 District Office and Schools' Allocations
- 10. Resolutions - None Submitted
- 11. Property Acquisitions - None Submitted
- 12. Miscellaneous Action Items - None Submitted

The Vice 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 items

4A (*Human Resources and Educator Quality*), 5E1 (*Request for Approval of Bid Recommendations, Bid Renewals, and Contracts - AMI Kids Pasco*), and 8B (*2014-2015 District Office and Schools' Allocations*). 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 Misc. Supplemental Minute Book 399, Pages 3-5*)
 - 1. Requests for School Field Trips
 - 2. Out-of-State Travel - Land O'Lakes High School - National Dropout Prevention Network Conference
 - 3. Dedication and Naming of Concession Stand - Pasco High School
- B. Teaching and Learning (*See Misc. Supplemental Minute Book 399, Pages 6-7*)
 - 1. 2014-2015 Course Adoption - Aerospace Technologies
 - 2. 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 - None Submitted
- F. School Field Trips - None Submitted

4. ADMINISTRATION

- B. Employee Relations - None Submitted
- C. Technology and Information Services - None Submitted

5. SUPPORT SERVICES

- A. Planning Services (*See Misc. Supplemental Minute Book 399, Page 12*)
 - 1. Request for Use of Facilities
- B. Construction Services (*See Misc. Supplemental Minute Book 399, Pages 13-15*)
 - 1. Architectural Services Agreement - Bayonet Point Middle School
 - 2. Architectural Services Agreement - Marchman Technical Education Center
 - 3. Construction Management Agreement - High School "GGG"
- C. Food and Nutrition Services - None Submitted
- D. Maintenance Services (*See Misc. Supplemental Minute Book 399, Page 16*)
 - 1. Surplus Equipment
- E. Purchasing Services
 - 1. Request for Approval of Bid Recommendations, Bid Renewals, and Contracts (*Pulled for Discussion - AMI Kids Pasco*)
Contracts: *AMI Kids Pasco; Central Pasco Girls Academy; Hillsborough Community College; Emory University, Division of Physical Therapy; eSchool Solutions*

6. FINANCE SERVICES

- A. Warrant Lists (*See Misc. Supplemental Minute Book 399, Page 18*)
- B. Interim Financial Statements for All Fund Types 07/01/2013 - 05/31/2014 (*See Misc. Supplemental Minute Book 399, Page 19*)
- C. 2013 - 2014 Budget Amendments #71 through #77 - May 2014 (*See Budget Supplemental Minute Book 34, Page 7*)
- D. 2013 - 2014 Budget Amendments #78 through #87 - June 2014 (*See Budget Supplemental Minute Book 34, Page 8*)

7. GRANT PROPOSALS (*See Misc. Supplemental Minute Book 399, Pages 20-23*)

- A. Grants Summary - Information Only
- B. Carl D. Perkins Secondary, Section 131 Fiscal Year 2014-2015 Grant
- C. Title X, Part C Education for Homeless Children and Youth Grant
- D. Sunlake Aviation Academy, STEM Legislation Appropriation 111 Grant

8. ALLOCATIONS (*See Misc. Supplemental Minute Book 399, Pages 24-25*)

- A. Allocation Changes (2013/2014) -
Add - Child Care Asst - NWES, OES, SES

9. INTERNAL AUDIT - None Submitted

(5E1) The Vice Chairman presented the request for approval of *Request for Approval of Bid Recommendations, Bid Renewals, and Contracts (AMI Kids Pasco)* (**See Miscellaneous Supplemental Minute Book 399, Page 17**). Member Armstrong stated that her concerns with the AMI contract have been reviewed by staff and asked Melissa Musselwhite, Director, Office for Student Support Programs and Services, to speak about the contract. Ms. Musselwhite reported that the district has collaborated with AMI over the past year to continue to build a partnership. AMI provides an opportunity for the district to offer continuum of placement options; they served over 70 students that needed a more restrictive environment last year to meet their educational needs. The continued collaboration offers the opportunity for many students to return to traditional campuses with the support provided by AMI. Without this partnership, the district would have to think strategically about meeting the needs of these students in a less restrictive environment, which would be an impact on traditional

school campuses. She said the district continues to look at other partnerships to see how to best meet the needs of these students. Member Armstrong encouraged AMI to do their part to obtain the community support that they need, not always coming to the district for what they need. Member Altman moved that the Board approve the *Request for Approval of Bid Recommendations, Bid Renewals, and Contracts (AMI Kids Pasco)*, seconded by Member Hurley. On vote, the motion carried unanimously.

(4A) The Vice Chairman presented the request for approval of all items listed in item 4A (*Human Resources and Educator Quality*) (**See Personnel Supplemental Minute Book 80, Page 19, and Miscellaneous Supplemental Minute Book 399, Pages 8-11**). Member Hurley asked Superintendent Browning for an overview of the allocations and information provided today and last night, thanking Kevin Shibley and Olga Swinson for their efforts. Supt. Browning explained that the budget is a work in progress. Since last week's workshop, he and staff have been meeting to make cuts in allocations and discretionary department budgets. Budget issues tied directly to negotiations will be discussed in today's Executive Session. Approximately 40 proposed positions have been eliminated since last week's workshop. He does not believe that the proposed allocations are administration heavy. He stated that the damage from the economic downturn over the past 6 or 7 years can't be fixed in one year and does not want the district to get "bloated" again. He wants to make sure that students and teachers are supported first and foremost. Of the 176 allocations requested, there are less than 12 positions that provide district-level service. Member Hurley asked if the reduced positions would be submitted for approval later in the year. Supt. Browning said that they hope to refrain from coming back to the Board with additional allocations unless absolutely necessary. Asst. Supt. Ray Gadd added that the budgeting process is not static but fluid as a function of pending student enrollment.

Member Hurley remarked that student enrollment did not increase in comparison from 2010-2011 to 2013-2014, but 206 positions were added mid-year last year after the budget season was over; she hopes that most of the new allocations are for jobs tied to student achievement and direct student instruction. Kevin Shibley noted that the new vending program (Food and Nutrition Services - FNS) will earn revenue and the change in lawn maintenance contracts (Maintenance Services) has saved the district money. Vice Chairman Luikart asked how many of the 206 positions added mid-year were position neutral? Mr. Shibley replied that the 25 custodial positions generated revenue but he will need additional time to compile more information since there were a large amount of positions being switched due to department reorganizations last year. Ray Bonti said that 115 positions for the vending program (FNS) are included in the 280 proposed new positions. The positions will pay for themselves and provide a profit for the schools. Most of the positions are part-time for existing staff to manage the vending program. Member Armstrong commented that she advocated for staff go back and look at allocations critically to determine what was really needed this year. She thanked staff for working so hard on these allocations.

Mr. Shibley clarified that Item 4A1 was the normal personnel actions submitted on a regular basis and are not included in the proposed new allocations. Member Hurley asked for confirmation that the new job descriptions are embedded in the proposed new allocations and are revenue neutral or will generate savings, which was confirmed by Mr. Shibley. The revision in contract days for the Professional Development Specialist position will eliminate additional days paid in the summer and is revenue neutral. Member Hurley moved that the Board approve item 4A (*Human Resources and Educator Quality*) in its entirety, seconded by Member Altman. On vote, the motion carried unanimously.

(8B) The Vice Chairman presented the request for approval of *2014-2015 District Office and Schools' Allocations* (**See Miscellaneous Supplemental Minute Book 399, Page 25**). Member Armstrong moved that the Board approve the *2014-2015 District Office and Schools' Allocations*, seconded by Member Altman. On vote, the motion carried unanimously. Member Luikart thanked staff for their work and commented that it would be helpful to Board members to receive information a little earlier.

Individual Board members presented and discussed items.

Member Armstrong:

- Attended Pasco Education Foundation's School Resource Officer (SRO) and Principals Awards Luncheon at Land O' Lakes High School; she appreciated showcasing the culinary students' talents.
- Inquired about Strategic Plan process – Member Hurley stated that information will be forthcoming at later meeting.

Member Hurley:

- Attended the Pasco Education Foundation's School Resource Officer (SRO) and Principals Awards Luncheon. She thanked the Foundation and also staff that work behind the scenes to keep students on track, encouraging them to participate in school and keeping them safe in school.

Member Altman:

- In preparing for a recent speech, he was reviewing Lt. Laws's confidential law enforcement report and is always stunned by the number of students that are Baker Acted. He noted that none of the incidents

are related to tough teachers or other school issues, but rather all were related to family or neighborhood issues. He knows that parent involvement is important and does not have an answer to this troubling issue. He realizes that part of the potential solution is tied to budget issues but suggests that perhaps we can partner with other community organizations to provide services and assist our students. Superintendent Browning agreed that this is a systemic problem and gave kudos to school staff that addresses these complex problems. Instructional practices need to change to engage kids so they want to attend school in spite of their family issues. We will continue to work on this complex issue; we can't give up.

Vice Chairman Luikart:

- Attended the Pasco Education Foundation's School Resource Officer (SRO) and Principals Awards Luncheon; thanked the SRO's and principals for their support and setting the tone for schools.

Asst. Supt. Amelia Larson said that a workshop to update Board members on promising practices for the early warning program would be scheduled. She confirmed that we are seeking outside partnerships for needy students and will keep Board members informed.

School Board attorney Dennis Alfonso had no comments today.

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

The Vice Chairman recognized the business partners (contracting group) in the audience.

The Vice Chairman announced that there is a workshop immediately following today's meeting.

The Vice Chairman announced that the next regularly scheduled meeting of the Board is July 22, 2014, 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 10:46 a.m.

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

EXECUTIVE SESSION: June 24, 2014 – 9:00 A.M.

The Board met in executive session on *Negotiations* on June 24, 2014. The session was held in the Training Room D at the District Office Complex, Building 3. Present were Board Members Allen Altman, Cynthia Armstrong, Joanne Hurley, Alison Crumbley, and Steve Luikart; Kurt S. Browning, Superintendent; Dennis Alfonso, School Board Attorney; 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, Beth Brown, Monica Isle and Todd Cluff, Learning Community Executive Directors; and Betsy Kuhn, Director, Employee Relations Department.

The Executive Session concluded at 10:20 a.m.

SCHOOL BOARD WORKSHOP: June 24, 2014 – 10:27 a.m.

TOPIC: *Budget*

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; Paul Meeker, School Board Attorney; 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;

Also present were the following directors: Betsy Kuhn, Employee Relations; Melissa Musselwhite, Student Support Programs and Services; Peggy Jones, Accountability, Research and Measurement; Julie Hedine, Food and Nutrition Services; Christine Pejot, Human Resources and Educator Quality; Nicole Westmoreland, Purchasing Services; Mark Fox, Maintenance Services; Joanne Millovitsch, Finance Services; Rob Aguis, Community, Career and Technical Education; John Simon, Technology and Information Services; Angela Porterfield, Early Childhood Programs; Chris Christoff, Professional Development and School Supports. Staff attendance included Mary Grey, Supervisor, PLACE; Rayann Mitchell, Senior Supervisor, Teaching and Learning; and Tammy Rabon, Senior Supervisor, Teaching and Learning.

Superintendent Browning presented a draft analysis of the 2014-2015 budget to Board members, along with a draft schedule of proposed new allocations for 2014-2015. He explained that a majority of the proposed new allocations are to meet Florida class-size rules. Other new positions will pay for themselves or are necessary due to the needs of the growing district.

After a question and answer session, Board members thanked staff for their work on the budget. Superintendent Browning stated that revised information would be presented at the next Board meeting.

The workshop concluded at 11:52 a.m.

SCHOOL BOARD WORKSHOP: July 1, 2014 – 11:00 a.m.

TOPIC: ~~District Highlights 2013-2014~~; 2013-2014 Assessment Data Review; Budget (Capital/General Revenue)

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; 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; Betsy Kuhn, Director, Employee Relations Department; Jim Ciadella, USEP; Jeff Solochek, Tampa Bay Times; and Ronnie Blair, Tampa Tribune. The following directors were present: Julie Hedine, Food and Nutrition Services; Gary Sawyer, Transportation Services; Chris Christoff, Professional Development and Support Services; Melissa Musselwhite, Student Support Programs and Services; Mark Fox, Maintenance Services; Vanessa Hilton, Teaching and Learning; Chris Williams, Planning Services; John Petrashek, Construction Services; and John Simon, Technology and Information Services. Other staff included Patricia Penabade, Project Planner, Maintenance Services; Rayann Mitchell, Senior Supervisor, Teaching and Learning; and Laura Ludy, Senior Instructional Specialist, Teaching and Learning.

2013-2014 Assessment Data Review

Superintendent Browning introduced Vanessa Hilton, Director of the Office for Teaching and Learning, to talk about assessment data and the district's transition to the new Florida Standards. She thanked Rayann Mitchell, Laura Ludy, and Brian Dean for their assistance in compiling information for the presentation.

Pasco County was one of 13 districts to improve in all 5 end-of-course (EOC) assessment areas. As the district transitions to the Math Florida Standards, the content is represented differently. Math has been a struggle in Pasco County in the past; we have to prepare and invest in our teachers if we want to teach our students. In United States math classrooms, the goal is the answer. In other countries, the goal is for students to understand the math – the correct answer is important but is a part of the process, not the product. The product is the math the students walk away with in their heads. We made a decision to transition to the new standards, and our curriculum resources were designed to help teachers prepare students to meet the demands of the new standards. In areas where the new standards and FCAT aligned, our students scored well. Teachers are happy about the math trainings and learning how to raise rigor in math classrooms, commenting that the new strategies are helping. Sample assessments of Florida State Standards (FSA) vs. Next Generation Sunshine State Standards (NGSSS) were reviewed and explained (“Deconstructing the Mathematics Standards”).

Budget (Capital/General Revenue)

Chris Williams, Director, Planning Services, reviewed the District's updated 10-Year Capital Plan. He reviewed significant milestones (*Crews Lake K8 while Shady Hills Elementary is undergoing renovations; Starkey Ranch Park, Theater, School; MUNIS implementation; retooling of basic teacher allocations formulas*) and major projects completed during 2013-2014.

He summarized continued challenges (*current debt of \$378 million; PECO Maintenance Allocations projection of \$2 million; needs continue to outpace revenue*) and goals for the capital plan (*development of a proactive, comprehensive capital plan; facilities that meet the needs of students and staff; a working plan that balances priorities with available financial resources; and safe and secure schools*).

He provided information on major completed projects for 2013-2014, projected long-term revenue, and major projects planned for 2014-2015, as well as a summary of the 2014-2015 Capital Budget.

The workshop concluded at 12:41p.m.

EXECUTIVE SESSION: July 1, 2014 – 12:45 p.m.

The Board met in executive session on *Negotiations* on July 1, 2014. The session was held in the Training Room D 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, 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; Betsy Kuhn, Director, and Kathy Scalise, Supervisor, both from the Employee Relations Department.

The Executive Session concluded at 1:50 p.m.

APPROVED BY THE SCHOOL BOARD
IN OPEN SESSION

Chairman

July 22, 2014

Superintendent of Schools