

DISTRICT SCHOOL BOARD OF PASCO COUNTY, FLORIDA
December 4, 2012

The District School Board of Pasco County met in regular session at 9:30 a.m., Tuesday, December 4, 2012, in the Board Room, District Office Complex, Building 3, 7205 Land O' Lakes Boulevard, Land O' Lakes, Florida. Present were Chairman Cynthia Armstrong, Vice Chairman Alison Crumbley, and Board Members Allen Altman, Steve Luikart and Joanne Hurley. 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 Armstrong and the Pledge of Allegiance to the Flag.

The Chairman asked for a moment of silence to reflect on spending quality time with friends and family during the upcoming holiday season.

The Chairman asked if there were any additions or corrections to the minutes of the regular meeting and reorganization of the Board on November 20, 2012. There were none, and on motion by Member Crumbley, seconded by Member Hurley, the minutes were approved unanimously.

Dr. John Mann, coordinated the special presentations as follows: (See Miscellaneous Supplemental Minute Book _____, Page _____.)

- USDA Best Practices - National School Lunch Program, School Breakfast and Food Distribution Program
- 2012 LEEDership Award - James M. Marlowe Elementary School

The Chairman called a break for pictures and the meeting came back to order at 9:40 AM.

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

The Chairman asked if the United School Employees of Pasco had anything to present. Lynne Webb, President of the USEP commented on the calendar for 2013-2014 and her regret that the approval of another full week off for Thanksgiving cannot happen again next year. Employees understand the calendar constraints going forward. Asked the Board to consider "keeping the main thing" as they head into Executive Session and reminded them that employee-working conditions are the students' learning conditions. She implored the Board to keep in mind how much employees have contributed and sacrificed during the past five years.

Committee Reports:

Member Luikart:

- Molly Blair reported that the Student Code of Conduct meeting went very well.

Member Hurley:

- FSBA Conference.
- ERP meeting.
- St. Leo College Education Advisory Committee meeting. College wants to provide best interns for the District.

Member Altman:

- Upcoming Project Review Committee meeting.

Chairman Armstrong:

- FSBA Conference/Chairman Training.
- Upcoming PEF Executive Director Search Committee meeting.

(1) Reports, Information and Comments: (See Miscellaneous Supplemental Minute Book _____, Page _____.)

- A. Superintendent's Annual Report (SAR) 2011-2012
- B. Access Agreement Related to Northwoods Development
- C. 2013-2014 Student/Teacher Calendar INFORMATION ONLY

Superintendent Browning:

- Attended FSBA/FADSS Conference, including training day for new superintendents. Complex issues being placed on districts across Florida.
- Reminded Board that Delegation Meeting is coming up on December 13 at CRSMS. Requested input from Board.
- Has invited FADSS to come in and do snapshot look at our financials.

- Additional staff changes coming to Board at December 18 meeting. Dr. Mann assuming new director role. Tom Barker being recommended as new principal at CLMS.
- Today's workshop subject "Emergency Procedures" being moved to December 18 meeting.

John Mann:

- Superintendent's Annual Report (SAR) submitted by Dr. Peggy Jones for year of 2011-2012.

Olga Swinson:

- Referenced Chris Williams item, Access agreement related to Northwood Elementary School site.

Renalia DuBose:

- Update on Go-Live Finance modules.
- Countryside Montessori contract moving forward. May bring to Board on December 18.
- 2013-2014 calendar brought as information only item. Met with Calendar Committee. Explained challenges of building in full week for next year's Thanksgiving holiday due to Veteran's Day and subsequent required class minutes to end first semester by Christmas break.

Tina Tiede:

- Announced that our District has received formal certification from DOE that we met class size.

(2) Molly Blair, Supervisor of Student Services, presented the following expulsion recommendations. Board members have been provided with detailed information on which to base their decision. She asked the Board to approve 2A and 2C and table 2B.

- A. School Expulsion of Male Student (DOB 2/19/1998) - Harry Schwettman Education Center
- B. School Expulsion of Male Student (DOB 1/17/1996) - Wiregrass Ranch High School
- C. Bus Expulsion of Male Student (DOB 6/16/1996) - James Irvin Education Center

Member Altman moved that the Board approve the expulsions as recommended in items 2A and 2C and table 2B. Member Crumbley 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:

6. Construction Services and Code Compliance/Planning/Facility Maintenance Services and Transportation

- A. Sanders Memorial Elementary School - Land O' Lakes Community Park Interlocal Agreement for Co-Design and Joint Use of Certain Properties and Facilities

The Chairman asked for a motion to approve all other items on the consent agenda, including all addenda. Member Altman so moved, seconded by Member Luikart. On vote, the motion carried unanimously to approve the **CONSENT AGENDA** as follows:

3. Human Resources (See Personnel Supplemental Minute Book _____, Page _____.)

- A. Instructional and Administrative Personnel Recommendations
- B. Noninstructional Personnel Recommendations

4. Students (See Miscellaneous Supplemental Minute Book _____, Page _____.)

- A. Change of Placement
- B. Requests for School Field Trips

5. Requests for Use of Facilities(See Miscellaneous Supplemental Minute Book _____, Page _____.)

- A. Requests for Use of Facilities

7. Business/Finance (See Miscellaneous Supplemental Minute Book _____, Page _____.)

- A. Surplus Non-Capitalized Furniture and Equipment
- B. Surplus Equipment
- C. Warrant Lists
- D. Audit of School Internal Accounts for the Years Ended June 30, 2010 and June 30, 2011 - Chester W. Taylor Elementary School

E. Authorization to Expend Funds for December 2012

F. 2012-2013 Budget Amendments # 13 through #18 - September 2012 (See Budget Supplemental Minute Book _____, Page _____.)

G. Interim Financial Statements for All Fund Types 07/01/12- 9/30/2012

H. 2011-2012 School Safety & Security Self-Assessment

I. Request for Approval of Purchase Orders and Associated Contracts

Contract: Discovery Education

J. Request for Approval of Bid Recommendations, Bid Renewals, and Contracts

Contracts: All Children's Outpatient Care Pasco; CareHere, LLC; City of Zephyrhills – Zephyrhills; Fire Rescue; Dr. Krishna Ravi; Envision Pharmaceutical Services, Inc.; Florida Medical Clinic; Florida

Virtual School; ManorCare Health Services; Morton Plant Mease Health Services; Orchard Ridge Care and Rehabilitation Center; Pasco County Board of County Commissioners/Pasco County Emergency Services Department; Pasco County Sheriff's Office; Premier Community Health Care Group; Regional Medical Center Bayonet Point; Royal Oak Nursing Center; Small Blessings Christian Daycare; School Board of Seminole County; Trinity Regional Rehab Center; Trinity Surgery Center, LLC

8. Grant Proposals (See Miscellaneous Supplemental Minute Book _____, Page _____.)

A. Ben's Beginners Contest by MARS, Inc.

9. Allocations (See Miscellaneous Supplemental Minute Book _____, Page _____.)

A. Allocation Changes (2012-2013)

Additional Duty - Instructional (DOES)

Inst. Trainer Coach (CWTES)

Inst. Assistant ILS (CLMES)

B. Allocation Changes:

Asst. Supt. for Student Achievement (add)

Asst. Supt. for Administration and Operations (add)

Director of Professional Development and School Supports (add)

Director of Human Resources (unfreeze)

Director of Communications (unfreeze)

10. Agreements/Contracts - None Submitted

11. Job Descriptions (See Miscellaneous Supplemental Minute Book _____, Page _____.)

A. New Job Description – Financial Aid Assistant

B. New Job Description – Financial Aid Specialist

(6A) Sanders Memorial Elementary School - Land O' Lakes Community Park Interlocal Agreement for Co-Design and Joint Use of Certain Properties and Facilities **(See Miscellaneous Supplemental Minutes Book____, Page____.)** Member Altman reviewed history of collaborating with Pasco County to Co-Design Sanders Elementary School/Land O' Lakes Community Park, which began during Dr. Long's tenure. Commended staff on difficult and arduous process. It is a benefit to taxpayers and wonderful model for future projects in other communities. Kudos to Rick Buckman, Director of Parks and Recreation and District staff. There was no further discussion and on motion by Member Altman, seconded by Member Crumbley, the motion carried unanimously to approve 6A.

Individual Board members presented and discussed items.

Member Luikart:

- The first ever Robotics Competition this past Saturday was a great success. Winners moving on to next level.

Member Hurley:

- Followed up on Rick Buckman's remarks.
- Traditions on the Green upcoming next Saturday at Land O' Lakes Community Center.

Member Altman:

- Attended several sessions at FSBA Conference including "hot legal topics". Senate Bill 736, adequacy and other issues common to several districts. Proud of cooperative efforts with County regarding Co-Design project.

Member Crumbley:

- Attended FSBA Conference. Bullying session.
- Visited Pepin Academy in Hillsborough County (for autistic students). Expressed interest in expanding to Pasco County.

Chairman Armstrong:

- Attended FSBA Conference. Many upcoming legislative issues. Encouraged Board members to stay in touch with our delegation.
- Workshops are scheduled through January. Asked members to submit future ideas to Attorney Alfonso.

Superintendent Browning:

- Recognized the Retirement of Rick Kurtz for his twenty-six years of service to the District. Introduced three new staff members, Amelia Vannam Larson, Assistant Superintendent for Student Achievement, Ray Gadd, Assistant Superintendent for Administration and Operations and Chris Christoff, Director for Professional Development & School Support.

Attorney Alfonso:

- Presented possible date of January 29, 2013 for employee appeal hearing (Robert Fine). Spoke to counsel, 60-day window waived. There was consensus of the Board to schedule for that day.
- **Off agenda item:** On November 6, District received notice of appeal for denial of Florida Virtual Academy at Pasco County. Board approved securing outside counsel, Attorney Gonzalez to assist.

Asking Board to take off agenda item to consider approving extension of contract in order to assist with current appeal. (See **Miscellaneous Supplemental Minutes Book___, Page___.**) Motion by Member Hurley, seconded by Member Altman. On vote, the motion carried unanimously. Chairman Armstrong asked for a motion to approve engagement of Thompson, Sizemore, Gonzalez and Hearing to represent the District on the charter school appeal according to the terms of their prior contract. Motion by Member Hurley, seconded by Member Crumbley. On vote, the motion carried unanimously.

- **Off agenda item:** Provided by memorandum, copy of investigative report completed by Attorney Gonzales regarding election issues. (See **Miscellaneous Supplemental Minutes Book___, Page___.**) After discussion, Attorney Alfsonso asked for motion to take off agenda item to communicate that no further action is needed by Attorney Gonzalez. Motion by Member Altman, seconded by Member Crumbley. On vote, the motion carried unanimously. Chairman Armstrong asked for a motion to direct Board Attorney to close investigation and file report with Superintendent for further action, which he deems appropriate. Motion by Member Luikart, 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 December 18, 2012 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 10:21 a.m.

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

EXECUTIVE SESSION (Closed): December 4, 2012 12:00 pm.

The Board met in executive session on *negotiations*. The session was held in the Studio at the District Office Complex, Building 3. Present were Board Members Allen Altman, Joanne Hurley, Cynthia Armstrong, Steve Luikart and Alison Crumbley; Kurt S. Browning, Superintendent of Schools; Dennis Alfonso, School Board Attorney; Olga Swinson, Chief Finance Officer; Renalia DuBose, Assistant Superintendent for Administration; John Mann, Assistant Superintendent for Curriculum and Instructional Services; Tina Tiede, Assistant Superintendent for Secondary Schools; Dave Scanga, Assistant Superintendent for Elementary Schools; Kevin Shibley and Tom Neesham, Employee Relations Department

The Executive Session concluded at 1:00 p.m.

SCHOOL BOARD WORKSHOP: December 4, 2012 10:45 a.m.

TOPIC: *Student ERP Project (CELT)*

The Board met for a workshop session at the District Office Complex, Building 3 Studio. Present were Board Members Allen Altman, Joanne Hurley, Cynthia Armstrong, Steve Luikart, and Alison Crumbley; Kurt S. Browning, Superintendent of Schools; Dennis Alfonso, School Board Attorney; Olga Swinson, Chief Finance Officer; Renalia DuBose, Assistant Superintendent for Administration; John Mann, Assistant Superintendent for Curriculum and Instructional Services; Tina Tiede, Assistant Superintendent for Secondary Schools; Dave Scanga, Assistant Superintendent for Elementary Schools, Beth Brown, Executive Director for Middle Schools, Ray Gadd, Assistant Superintendent for Administration and Operations and Amelia Vanname Larson, Assistant Superintendent for Student Achievement.

Board Members were given an overview of Student Information System and Local Instructional Improvement System Procurement (CELT) presented by Greg Palmer and Connie DeLetis.

The workshop concluded at 12:00 p.m.

APPROVED
BY THE SCHOOL BOARD
IN OPEN SESSION

12/18/12

Chairman

Superintendent