

# DISTRICT SCHOOL BOARD OF PASCO COUNTY, FLORIDA

June 7, 2016

The District School Board of Pasco County met in regular session at 9:30 a.m., Tuesday, June 7, 2016, in the Board Room, District Office Complex, Building 3, 7205 Land O' Lakes Boulevard, Land O' Lakes, Florida. Present were Chairman Joanne Hurley, Vice Chairman Allen Altman, and Board Members Cynthia Armstrong, Alison Crumbley, and Steve Luikart. 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 Member Luikart and the Pledge of Allegiance to the Flag.

The Chairman asked for a moment of silence in remembrance of four students (Mitchell, Gulf, Sunlake, and Wiregrass High Schools) that passed away since the last Board meeting, and Joseph Hancock, local community member.

The Chairman asked if there were any additions or corrections to the minutes of the regular meeting of May 17, 2016, and workshop of May 17, 2016. There were none, and on motion by Vice Chairman Altman, seconded by Member Armstrong, the minutes were approved unanimously.

Linda Cobbe, Director of Communications, coordinated the special presentation as follows:

- HealthierUS School Challenge: Smarter Lunchrooms Award – Bronze: Thomas E. Weightman Middle School; Silver: Chasco, Fox Hollow, and New River Elementary Schools

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

- Shawn Roetschke, Dade City – spoke on her concerns regarding safety issues at Pasco High School; asked for the principal's resignation;
- Heather Aday, Dade City – agreed with the previous speaker's comments regarding the principal at Pasco High School; spoke on issues related to her child.

The Chairman called a break for pictures and the meeting came back to order at 9:48 a.m.

The Chairman asked if the United School Employees of Pasco had anything to present. Valerie Smith, Member Representative, USEP, spoke:

- Noted losses of four high school students and its toll on staff.
- Acknowledged the difficult decisions and rapidly changing plans related to yesterday's early dismissal at schools; appreciated that staff was permitted to leave their worksites in order to be home when their students got off the bus; currently working with Superintendent's staff regarding lost hours to employees. Superintendent Browning said that employees will be paid for the full day, night shift staff scheduled to work will be paid for the day, and that leave hours will be charged if leave was requested.
- Fielding a few calls regarding district assessments; encouraging teachers with concerns to reach out to district staff to address the issues and suggest other ways to assess students, specifically performance area teachers; asked that the district continue to look for better ways to assess students.
- Concerns related to maintenance of confidentiality of teacher evaluation information.
- Three bargaining sessions have been completed; more sessions will resume later this month.
- USEP has received multiple complimentary calls regarding the enhanced Employee Assistance Program (EAP); thanked Saybra Chapman for her work with the district and implementation of the enhanced program.

Committee Reports:

- Member Luikart:
  - Pasco Education Foundation Board meeting; transition of officers for the new year.
- Member Armstrong:
  - Substitute Committee – process change for onboarding substitute employees; start time is reduced to five days; online trainings are in full force and going well; short interviews are conducted with applicants before the application process; this year's fill rate is 85%, compared to 82% last year; there has been a decrease in substitute requests for training, planning, and testing.
- Member Crumbley:
  - Architectural Review Committee – reviewing two projects (renovations at Woodland Elementary and Land O' Lakes High Schools); architect presentations will be held this week and next.

- Vice Chairman Altman:
  - Value Adjustment Board – hiring more appraisers.
  - Insurance Committee - distributed a handout to Board members regarding health insurance; questions should be directed to Kevin Shibley, Assistant Superintendent for Administration, or Patricia Howard. Senior Manager, EBARM.
  - He was asked to serve on the FSBA insurance committee.
- Chairman Hurley:
  - Head Start Policy Council meeting – gave kudos to Angela Porterfield, Director Early Childhood Programs, for her work with this group.

(1.0) Reports, Information and Comments:

Superintendent Browning:

- The year is ending on a positive note, in spite of normal year-end activities and the loss of several students and others.
- Attended nine graduations at USF Sun Dome; noted that even though we hear how bad things are from parents, etc., many students successfully navigate and complete all graduation requirements; he thanked all teachers, principals, and staff for working tirelessly to help our students succeed - we as a district are making a difference. He thanked Board members and staff for attending graduations.
- He said it was not an easy decision to call for early dismissal yesterday; the storm changed early Monday morning as school was starting and the safety of our students became the highest priority; he thanked all school and district staff for their help in closing schools and getting students home safely. Many schools fed students before they were sent home.
- The Pasco County Tax Collector's office raises money each month for difference causes. He thanked Mike Fasano and his staff for raising \$9,000 during the month of May for Take Stock in Children.

Deputy Superintendent:

- Ray Gadd:
  - Echoed Superintendent Browning's comments regarding yesterday's storm; we moved 70,000 students from school-to-home in a well-organized manner.
- Kevin Shibley:
  - The 16-week Pasco Go Healthy Walking Challenge has ended; employees logged over 259,000 steps (almost 8,000 miles) over the course of the challenge.
  - Said there was a revision to Item 5A3 - *Personnel Reappointments (Administrative)* on the dais.
  - Brian Cottrell from Brown & Brown Public Risk Insurance Agency is here today to answer questions related to Item 5D1 (*Renewal - 2016-2017 Comprehensive Risk Management Program*). Chairman Hurley said the item would be pulled so that Mr. Cottrell could speak on the item.
- Ray Bonti: No comments.
- Olga Swinson: No comments.
- Vanessa Hilton:
  - Recommendation:
    - Lea Mitchell, Director, Office for Professional Development and School Supports.
  - Melissa Musselwhite:
    - Recommendation:
      - Kathy Chois, Program Coordinator (ESOL, ELL and Migrant Programs).
- Area Superintendents:
  - Todd Cluff:
    - Attended the first eSchool graduation at Crews Lake Middle School.
  - Tammy Berryhill:
    - Recommendations:
      - Joel DiVincent, Principal, Paul R. Smith Middle School.
      - Kelly Long, Principal-AMI.
  - Monica Ilse:
    - Many great things are happening in our schools; she thanked Board members for attending school events.

(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 of Male Student (DOB 04/22/1998) Wiregrass Ranch High School
- B. Bus Expulsion of Female Student (DOB 06/16/1998) Wiregrass Ranch High School

Member Luikart moved that the Board approve the expulsions as recommended in item(s) 2A and 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:

5D1. Renewal - 2016-2017 Comprehensive Risk Management Program

**11. Resolutions – None Submitted**

**12. Property Acquisitions – None Submitted**

**13. Miscellaneous Action Items**

A. Pasco Education Foundation Board of Directors 2016-2017

The Chairman asked for a motion to approve all other items on the consent agenda. Vice Chairman Altman moved that the Board approve all items on the consent agenda, including addenda, with the exception of 5D1 (*Renewal - 2016-2017 Comprehensive Risk Management Program*). Member Armstrong seconded the motion, and on vote the motion carried unanimously to approve the **CONSENT AGENDA** as follows:

**3. LEARNING COMMUNITIES**

- A. After School Program - Algebra 1 Bootcamp – WRHS
- B. After School Program - Advanced Placement Test Practice – WRHS
- C. Out-of-State Travel - Advanced Placement Summer Institute – Georgia
- D. Out-of-State Travel - Natl Council of Teachers of Mathematics Summer Institute – GA
- E. School Field Trips

**4. STUDENT ACHIEVEMENT**

- A. Teaching and Learning
  - 1. High School Course Adoption
  - 2. Out-of-State Travel - Canvas Conference – Colorado
  - 3. Out-of-State Travel - Eureka Math Summer Institute – ~~Michigan~~ Washington (*as revised*)
- B. Professional Development and School Supports - None Submitted
- C. Accountability Research and Measurement - None Submitted
- D. Student Support Programs and Services
  - 1. Disciplinary Change of Placement

**5. ADMINISTRATION**

- A. Human Resources and Educator Quality
  - 1. New Job Description - Manager, Resource Services
  - 2. Personnel Recommendations (*including addendum*)
  - 3. Personnel Reappointments (Administrative) (*as revised*)
- B. Employee Relations - None Submitted
- C. Technology and Information Services - None Submitted

**6. SUPPORT SERVICES**

- A. Planning Services - None Submitted
- B. Construction Services - None Submitted
- C. Food and Nutrition Services - None Submitted
- D. Maintenance Services
  - 1. Surplus Equipment
- E. Purchasing Services
  - 1. Use of Facilities
  - 2. Purchasing Recommendation Summary Sheet
    - Date/Time: May 31, 2016; 16:00:00
    - CONTRACTS: *Henry Ford Learning Institute; Promethean*

**7. FINANCE SERVICES**

- A. Warrant Lists
- B. Interim Financial for All Fund Types 07/01/2015 through 04/30/2016
- C. 2015-2016 Budget Amendments #56 through #64 - April 2016
- D. Uncollectible Accounts Receivable through June 30, 2014

**8. GRANT PROPOSALS**

- A. Department of Juvenile Justice (Graduation Enhancement)
- B. Early Head Start Cost of Living Application
- C. Head Start Cost of Living Adjustment Application
- D. CTE Makeover Challenge
- E. Head Start Duration Grant Application (Addendum)
- F. Early Head Start Duration Grant Application (Addendum)

**9. ALLOCATIONS**

A. Allocation Changes (2015-2016):

*Increase - FNS Specialist 207 to 245 (FNS)*

*Increase – Principal-AMI (GR) (Addendum)*

B. Summer Hours 2016 - Wiregrass Elementary School

C. Allocation Changes - Summer Work Hours (2016):

*Add - Summer Hrs Teacher SVPK (SVPK)*

*Add - Summer Hours Clerical-BPMS (SAC)*

*Add - Summer Hours Guidance Secretary-WZES (SAC)*

*Add - Summer Title III Camp-Inst/NI-Various (Title III)*

*Add - Summer Hrs Guidance-RHS (Title I SW)*

*Add - Summer Hrs Parent Involv/Basic Teacher-PES (Title I SW)*

*Add - Summer ITC ESOL (ESOL)*

D. Allocation Changes - ESY (2016):

*Add - ESY Reading Camp, Teacher -Various (ESY)*

*Add - ESY Teacher Reading Camp-NWES, SAES, Various (ESY)*

**10. INTERNAL AUDIT - None Submitted**

(5D1) The Chairman presented the request for approval of *Renewal - 2016-2017 Comprehensive Risk Management Program*. Vice Chairman Altman moved that the Board approve the *Renewal - 2016-2017 Comprehensive Risk Management Program*, seconded by Member Armstrong. He thanked Patricia Howard and the EBARM team for their work. Brian Cottrell addressed the Board, stating that due to the district's size, it makes sense to self-insure and retain adequate reserves for potential claims. There being no other discussion, on vote, the motion carried unanimously.

(13A) The Chairman presented the request for approval of *Pasco Education Foundation Board of Directors 2016-2017*. Member Luikart moved that the Board approve the *Pasco Education Foundation Board of Directors 2016-2017*, seconded by Vice Chairman Altman. On vote, the motion carried unanimously.

Individual Board members presented and discussed items:

- Member Luikart:
  - Attended the awards and recognition ceremony at Marchman Technical College.
  - Attended several high school graduation ceremonies.
  - Over \$23 million in scholarships was distributed this year.
- Member Armstrong:
  - Attended three high school graduations and several scholarship award nights.
- Member Crumbley:
  - Attended graduations, award ceremonies, and end-of-year performances.
  - Attended the “moving up” ceremony at Gulf Middle School; commended Principal Jason Joens for his work at the school.
  - Attended the College Fair and Honor Day (African American Honor Roll and Academic Achievers) ceremony at Wesley Chapel High School.
- Vice Chairman Altman:
  - Attended the St. Anthony School re-dedication.
  - Attended the Withlacoochee River Electric Cooperative scholarship banquet; commended them for their support of our district.
  - Attended two high school graduations.
- Chairman Hurley:
  - Attended the Pasco PTA Reflections awards ceremony, which recognizes student art projects.
  - Attended the awards and recognition ceremony at Marchman Technical College.
  - School visits to Schrader Elementary School (preschool program) and Sanders Memorial Elementary School.
  - Attended the International Baccalaureate banquet at Land O' Lakes High School.
  - Attended the “Willy Wonka” drama performance at Chester W. Taylor Elementary School.
  - Attended two high school graduations.

Nancy Alfonso, School Board attorney, had no comments.

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 a workshop immediately following today's meeting in the Boardroom.

The Chairman announced that the next regularly scheduled meeting of the Board is June 21, 2016, at 6:00 p.m.

There was no further business to come before the Board, and upon motion by Vice Chairman Altman, the meeting was adjourned at 10:30 a.m.

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

**SCHOOL BOARD WORKSHOP:** June 7, 2016, 10:45 a.m.

**TOPIC:** *Department Reorganization; District/Schools Allocations*

The Board met for a workshop session in the Boardroom at the District Office Complex, Building 3. Present were Board Members Allen Altman, Cynthia Armstrong, Alison Crumbley, Joanne Hurley and Steve Luikart; Kurt S. Browning, Superintendent; Nancy 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; Monica Ilse, Tammy Berryhill, and Todd Cluff, Area Superintendents; Kim Poe, Strategic Initiatives and Allocations Program Manager; Linda Cobbe, Communications Director; Jeff Solocheck, Tampa Bay Times.

### **Department Reorganization**

Vanessa Hilton, Assistant Superintendent for Student Achievement, presented information on realignment of departments. Realignment in several departments would create interdependence in the work being done, eliminating separate components, and maximizing strengths, supporting efficiency and productiveness.

Recommendations for alignment include:

- Professional Development and School Supports (Instructional Framework; Learning Design);
- Research and Measurement (Teacher Evaluation - Student Performance Measures; Observations);
- Career and Technical Education (Career Programs; Academies; Magnet Program and Schools);
- Student Support Programs and Services (Special Populations – ESE and ESOL; add Associate Director through position conversion); and
- Teaching and Learning (Curriculum Development and Support - Elementary Division, Secondary Division and K12 Program Division; add Senior Supervisor – funding neutral).

Member Armstrong asked for a flow chart showing names of specialists and regions they support.

### **District/Schools Allocations**

Olga Swinson, Chief Finance Officer, reviewed allocations and the budget.

Allocations added for next year are classified by type – school or district. There is an increase of 26,643 school allocations paid with general revenue funds, and 76,285 allocations paid from entitlement grants, PLACE, and Food and Nutrition Services. There is an increase of 21,100 district allocations paid with general revenue funds, and 4,386 allocations paid from grants. Some district allocations were reclassified due to reorganization. The increase in allocations allows for growth - the projected student enrollment is 1,600 students, with 500 students going to charter schools. Final numbers will be provided when known.

Budget information included changes related to AMI, which will be taken over by the district; funds and positions for Wiregrass Elementary School for the entire year; personnel for Elementary School B and High School GGG (3 months each); advanced placement programs; and an increase for School Resource Officers. A balanced budget will be provided to Board members at a later date.

Board members asked for a workshop on Advanced Placement. Chairman Hurley asked for additional budget sessions before the Budget Hearing.

The workshop concluded at 11:52 a.m.

APPROVED BY THE SCHOOL BOARD

IN OPEN SESSION

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Chairman

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June 21, 2016

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Superintendent of Schools