

# **MINUTES**

## **LAFAYETTE COUNTY SCHOOL BOARD**

### **WORKSHOP, MARCH 16, 2015**

The Lafayette County School Board held a workshop on Monday, March 16, 2015 beginning at 4:30 p.m. Present were Mr. Robert Edwards, Superintendent of Schools; Mrs. Amanda Hickman, Chairperson; Mr. Jeff Walker, Vice-Chair; Mr. Darren Driver, Member; Mrs. Marion McCray, Member; Mr. Taylor McGrew, Member; and Ms. Leenette McMillan-Fredriksson, School Board Attorney.

#### **CALL TO ORDER**

Mrs. Amanda Hickman called the workshop to order at 4:30 p.m.

#### **ANDREA MESSINA MEETS WITH SCHOOL BOARD**

Ms. Andrea Messina, Director of Board Development, Florida School Boards Association, conducted the workshop. Ms. Messina discussed new school board member responsibilities and working together as a leadership team. She reviewed the basic principles of school board/superintendent relations. Some of the key items noted are listed below:

- School board members function as a board, not individually.
- School system should operate as a team, with each member respected and given the opportunity to be heard.
- Keep lines of communication open. Board members and Superintendent should always be open and honest with one another. Be able to understand other viewpoints.
- Be familiar with school board policies.
- Education of children in the district must come first.
- School board is responsible for ensuring that schools are well managed, but it does not directly manage them.
- Primary function of school board is to establish policies to achieve district's mission and goals.
- Observe lines of authority. Respect lines of communication.

- Changes or innovations should be initiated only after careful consideration of their ultimate effect on the school district.
- Board members should consider the recommendations of the superintendent before making any commitments.
- Be tactful and understanding in dealing with a citizen's complaint or concern. Be sure to follow procedures for handling complaints.
- Personnel Issues – Never discuss openly in community. Keep confidential information confidential.
- School Board must strive to make the right decision for the children even if it is unpopular.
- School Board is ambassador for the school district and public education at all times.

The Superintendent and School Board expressed their appreciation to Ms. Messina for a very interesting and informative workshop.

**ADJOURN**

The workshop was declared adjourned by Chairperson Amanda Hickman at 6:45 p.m.



Amanda Hickman, Chairperson

ATTEST:



Robert Edwards, Superintendent  
and Secretary to the School Board

# MINUTES

## LAFAYETTE COUNTY SCHOOL BOARD

### REGULAR MEETING, MARCH 16, 2015

The Lafayette County School Board convened in regular session, Monday, March 16, 2015 beginning at 6:00 p.m. Present were Mr. Robert Edwards, Superintendent of Schools; Mrs. Amanda Hickman, Chairperson; Mr. Jeff Walker, Vice-Chair; Mr. Darren Driver, Member, Mrs. Marion McCray, Member; Mr. Taylor McGrew, Member; and Ms. Leenette McMillan-Fredriksson, School Board Attorney.

#### **CALL TO ORDER**

Mrs. Amanda Hickman called the meeting to order at 6:00 p.m. Mr. Taylor McGrew gave the invocation and Superintendent Edwards led the Pledge to the Flag.

#### **RECOGNITIONS/PRESENTATIONS**

**STUDENT OF THE MONTH** - The students named below were selected as *Student of the Month* for March 2015:

LES (K-2) – Roberto Parra Lopez  
LES (3-5) – T.J. Shultz

LMS – Jason Hebel  
LHS – Jakobsen Reiner

The School Board also recognized Trey Henderson, February Student of the Month, who was unable to be here last month. Each student received congratulations from the Superintendent and School Board along with a Certificate of Award and Student of the Month notebook.

**SUNSHINE STATE SCHOLAR** – LHS Principal, Stewart Hancock, introduced high school junior, Clay Jackson and his family. Clay was recognized for being selected as the Sunshine State Scholar for Lafayette School District. Mr. Hancock explained that Clay was chosen for this honor because of his outstanding achievement and ability in the areas of science, technology, and math. The Superintendent and School Board congratulated Clay and wished him well in his future endeavors.

**TEACHER OF THE YEAR/SRP OF THE YEAR** – Cathy Palomino and Lorraine Prine were welcomed to the meeting. Mrs. Palomino, who teaches Geometry and Drama at LHS, was recently named Teacher of the Year for Lafayette School District. Mrs. Prine, a Bus Driver and Paraprofessional at LES, was chosen as School Related Employee of the Year. The Superintendent and School Board congratulated Mrs. Palomino and Mrs. Prine and commended them for a job well done. Both ladies were presented a plaque in honor of their achievement.

**1. ADOPTION OF AGENDA**

Mrs. Amanda Hickman asked for a motion to adopt the agenda. On a motion by Mrs. Marion McCray and a second by Mr. Darren Driver, the agenda was unanimously adopted by the School Board.

**2. APPROVAL OF MINUTES**

The Minutes of the February 17, 2015 school board meetings were unanimously approved following a motion by Mr. Taylor McGrew and a second by Mrs. Marion McCray. (Minutes to be typed in Minute Book)

**3. CONSENT ITEMS**

The consent agenda, as recommended by Superintendent Edwards, was presented for the School Board's approval. Mrs. Gina Hart, Director of Teaching and Learning Services, commented that Consent Item No. 3.02 (*Instructional Personnel Evaluation System*) had been approved by the Department of Education. However, Mr. Stewart Hancock, LHS Principal, had met with several high school teachers who would like to request a revision. Mr. Hancock is going to submit those revisions to Mrs. Hart who will then submit them to DOE for approval. The Consent Agenda was

unanimously approved following a motion by Mr. Darren Driver and a second by Mr. Taylor

McGrew. The items are described below:

- 3.01 Personnel: (a) Retirement – Instructional Personnel – Accepted letter from Ray Steen advising of his retirement effective at the end of the 2014-2015 school year.

(b) Recommendations – Non-Instructional – Approved the individuals named below for food service positions:

Michelle Hamlin – Food Service Worker (full-time)

Sandy Walsingham – Food Service Worker (part-time)

- 3.02 Approved 2014-2015 Instructional Personnel Evaluation System. (Document on file in district office)

- 3.03 Approved 2014-2015 School Leader Evaluation System. (Document on file in district office)

#### 4. ACTION ITEMS

- 4.01 **ITEM REMOVED FROM ACTIVE INVENTORY** – A letter from Joyce Hicks, Inventory Clerk, requesting that the following item be removed from active inventory as it is non-repairable:

*Property #94-5827 – Ice Machine.* Following a motion by Mr. Taylor McGrew and a second by Mr. Darren Driver, the School Board unanimously approved to remove this item from inventory.

- 4.02 **PUBLIC HEARING TO ADOPT NEW POLICY & POLICY REVISIONS** - At 6:30 p.m., Chairperson Amanda Hickman stated that the School Board would now hold a public hearing in order to consider approval of the following, as advertised: (1) New school board policy – *Hazing*; (2) Revisions/updates to various school board policies based on legislative changes and to reflect editorial, grammatical, and citation edits. The public hearing was conducted with no public comment. Mr. moved to approve the new policy – *Hazing*, as advertised. Mrs. McCray McCray gave the second. Motion carried unanimously.

Mrs. Marion McCray moved to approve revisions/updates to various school board policies based on legislative changes and to reflect editorial, grammatical, and citation edits, as advertised. Mr. Darren Driver seconded the motion, which was unanimously approved. Mrs. Gina Hart gave the Board the opportunity to review the *Testing Handbook for District Schools* which outlines the procedures for Policy No. 4.15 - *District and State-Wide Assessment Program*. (School Board Policy Manual on file in district office)

4.03 **2015-2016 SCHOOL CALENDAR APPROVED** – Superintendent Edwards presented two proposed school calendars for the School Board’s consideration. The first calendar has an August 10, 2015 school start date for students. The second proposed calendar has an August 17, 2015 school start date for students. Mr. Edwards explained his reasoning for presenting the two calendars. He stated that the Florida Legislature is considering proposals that would allow school districts to start classes earlier in August. For the past several years, schools couldn’t start more than 14 days before Labor Day, which would give us a start date of August 24 this year. The proposals being considered by the Legislature would provide a school start date that isn’t tied to Labor Day and it would allow schools to finish their first semester, and all assessments related to the first semester, before the winter break. Senate Bill 688 would make the new start of class the third Monday in August, which this year is August 17. The House Education Committee is looking at a bill that includes allowing districts to start as early as August 10.

Mr. Edwards stated that his recommendation is to go with the calendar with an August 10, 2015 school start date, pending approval by the Legislature. If this is not approved by the Legislature, Mr. Edwards recommended the calendar with the August 17, 2015 school start

date. Following discussion, Mr. Taylor McGrew moved to approve the Superintendent's recommendations as stated above. Mrs. Marion McCray seconded the motion which was unanimously approved. An official school calendar and 12 month calendar will be posted as soon as a decision is made by the Legislature.

**4.04 SCHOOL BOARD APPROVES AUDIT REPORT** – Report No. 2015-113, a Financial, Operational, and Federal Single Audit of Lafayette County District School Board, for fiscal year ended June 30, 2013 was presented for the Board's approval. Tammi Maund, Director of Finance, reported that the district has taken corrective actions for the finding included in the audit report. Following discussion, Mr. Taylor McGrew moved to approve the audit report. Mr. Darren Driver gave the second. Motion carried unanimously. (Audit Report on file at district office)

**4.05 SCHOOL BOARD APPROVES EQUITY REPORT** – The 2014-2015 Annual Equity Report was presented for the Board's review and approval. Following discussion, Mrs. Marion McCray moved to approve the Equity Report. Mr. Jeff Walker gave the second. The vote for approval was unanimous. (Equity Report on file in district office)

**4.06 SCHOOL BOARD APPROVES PURCHASING CARD WITH REGIONS BANK** - Following discussion, Mr. Darren Driver moved to approve a purchasing card with Regions Bank. Mrs. Marion McCray gave the second. The vote for approval was unanimous. Tammi Maund, Director of Finance, noted that the district purchase order process will remain the primary method of purchasing. The purchasing card will provide an alternative when time is of essence for obtaining supplies, materials, services, travel and equipment. It was noted that the Purchasing Card Rules and Procedures, which was approved by the school board last year,

is on file in the district office. This document provides the guidelines and procedures for using the purchasing card.

4.07 **BILLS APPROVED FOR PAYMENT** – Mrs. Marion McCray moved to approve all bills as presented ready for payment. Mr. Taylor McGrew gave the second. The vote for approval was unanimous. (Bill list on file with Supplemental Minutes)

4.08 **SCHOOL BOARD APPROVES BUDGET AMENDMENTS** - The budget amendment named below was unanimously approved following a motion by Mr. Taylor McGrew and a second by Mrs. Marion McCray: *General Fund No. 7.*

5. **ITEMS FOR INFORMATION**

5.01 Principal's Monthly Financial Report on Internal Funds.

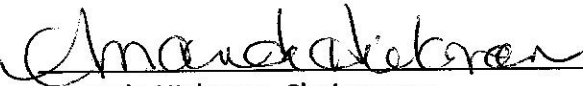
5.02 Purchase Orders.


5.03 Financial Statement.

5.04 Letter from FBLA Chapter thanking the School Board for its support of the FBLA program.

**ADJOURNMENT**

With business complete, Mrs. Marion McCray made a motion to adjourn the meeting. Mr. Jeff Walker followed with a second. The meeting was adjourned at 7:15 p.m.

  
Amanda Hickman, Chairperson

ATTEST:   
Robert Edwards, Superintendent  
And Secretary to the School Board



**MINUTES**  
**LAFAYETTE COUNTY SCHOOL BOARD**  
**EXECUTIVE SESSION, MARCH 16, 2015**

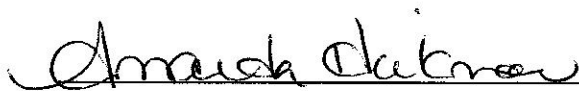
The Lafayette County School Board met in Executive Session on Monday, March 16, 2015, immediately following the regular meeting. Present were Mr. Robert Edwards, Superintendent of Schools; Mrs. Amanda Hickman, Chairperson, Mr. Jeff Walker, Vice-Chair; Mr. Darren Driver, Member; Mrs. Marion McCray, Member; Mr. Taylor McGrew, Member; and Ms. Leenette McMillan-Fredriksson, School Board Attorney. Also present were Mrs. Tammi Maund, Director of Finance; and Mrs. Gina Hart, Chief Negotiator.

**CALL TO ORDER**


Mrs. Amanda Hickman called the Executive Session to order following the regular meeting. The purpose of the Executive Session was to discuss bargaining/contract negotiations for the 2014-2015 school year.

**ADJOURN**

Following discussion, the Executive Session was adjourned at 10:00 p.m.

  
Amanda Hickman, Chairperson

ATTEST:

  
Robert Edwards, Superintendent  
and Secretary to the School Board

**MINUTES**  
**LAFAYETTE COUNTY SCHOOL BOARD**  
**EXECUTIVE SESSION, MARCH 24, 2015**

The Lafayette County School Board met in Executive Session on Tuesday, March 24, 2015 at 5:30 p.m. Present were Mr. Robert Edwards, Superintendent of Schools; Mrs. Amanda Hickman, Chairperson, Mr. Jeff Walker, Vice-Chair; Mr. Darren Driver, Member; Mrs. Marion McCray, Member; Mr. Taylor McGrew, Member; and Mrs. Tammi Maund, Director of Finance. Mrs. Gina Hart, Chief Negotiator, was not present.


**CALL TO ORDER**

Mrs. Amanda Hickman called the Executive Session to order at 5:30 p.m. The purpose of the Executive Session was to discuss bargaining/contract negotiations for the 2014-2015 school year.

**ADJOURN**

Following discussion, the Executive Session was adjourned at 7:00 p.m.

  
Amanda Hickman, Chairperson

ATTEST:   
Robert Edwards, Superintendent  
and Secretary to the School Board

**MINUTES**  
**LAFAYETTE COUNTY SCHOOL BOARD**  
**EXECUTIVE SESSION, APRIL 8, 2015**


The Lafayette County School Board met in Executive Session on Tuesday, April 8, 2015 at 5:00 p.m. Present were Mr. Robert Edwards, Superintendent of Schools; Mrs. Amanda Hickman, Chairperson, Mr. Jeff Walker, Vice-Chair; Mr. Darren Driver, Member; Mrs. Marion McCray, Member; and Mr. Taylor McGrew, Member. Also present were Mrs. Tammi Maund, Director of Finance; and Mrs. Gina Hart, Chief Negotiator.

**CALL TO ORDER**

Mrs. Amanda Hickman called the Executive Session to order at 5:00 p.m. The purpose of the Executive Session was to discuss bargaining/contract negotiations for the 2014-2015 school year.

**ADJOURN**

Following discussion, the Executive Session was adjourned at 6:00 p.m.



Amanda Hickman, Chairperson

ATTEST:



Robert Edwards, Superintendent  
and Secretary to the School Board