

MINUTES

LAFAYETTE COUNTY SCHOOL BOARD

REGULAR MEETING, MAY 17, 2016

The Lafayette County School Board convened in regular session, May 17, 2016 beginning at 6:00 p.m.

Present were Mr. Robert Edwards, Superintendent of Schools; Mrs. Amanda Hickman, Chairperson; Mrs. Marion McCray, Vice Chair; Mr. Darren Driver, Member; Mr. Jeff Walker, 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. Darren Driver gave the invocation and Superintendent Edwards led the Pledge to the Flag.

CITIZEN INPUT

There was no citizen input today.

RECOGNITIONS/PRESENTATIONS

STUDENT OF THE MONTH - The students named below were recognized for being selected *Student of the Month* for May 2016:

LES (K-2) – Bryan Garcia-Townsend	LMS – Trenton Turner
LES (3-5) – Troy Mares	LHS – Brooke Thompson

Each student received congratulations from the Superintendent and School Board along with a Certificate of Award and Student of the Month notebook.

FBLA STATE WINNERS – Mrs. Connie Pearson, FBLA Advisor, along with FBLA State winners, were welcomed to the meeting. The following students were recognized for being state winners at the Future Business Leaders of America (FBLA) State Conference held last month in Orlando:

Dawson Jackson – Middle Level Web Page – Fifth Place
Sarah Jackson and Darby Pearson – Social Media Campaign (team event) – Fifth Place
Ainsley Peterson – Leadership/Parliamentary Procedure – First Place

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The Superintendent and School Board congratulated Mrs. Pearson and her students for their outstanding achievements.

CNA CERTIFICATIONS - The following students were recognized for recently passing the CNA (Certified Nursing Assistant) exam: Macayla Blawn, Sonia Contreras, Saige Driver, Haley Fowler, Yesenia Garcia, Kilder Honkala, Kourtney Monroe, Sydney Petersen, Anna Walker, Alana Wimberley, Yessenia Acosta-Uribe, Courtney Maya, and Samantha Spikes. The Superintendent and School Board commended these students for their outstanding achievement. Susan Morgan, Allied Health Instructor, gave a brief overview of what is required to pass the CNA certification exam. The Superintendent and School Board commended Mrs. Morgan for a job well done in preparing these students to become certified.

READ FOR THE ROSES CONTEST WINNERS – Lafayette Elementary School participated in the Read for the Roses contest during the week of May 2-6, 2016. LES Assistant Principal, Lisa Newman, stated that the Reading for the Roses contest was a fun and very successful week of promoting reading at Lafayette Elementary School. The winning teachers for each grade level are listed below and were recognized and congratulated by the Superintendent and School Board:

Kindergarten - Becky Long and Francene Folsom

1st Grade - Sunny Wimberley

2nd Grade - Karen Callis

3rd Grade - Teodora "Teddy" Celedon

4th Grade - Kim Edwards

5th Grade - Ruby McCray

Students in grades Kindergarten through third grade read a total of 5,035 books during the week.

Students in grades four and five had a total of 859 reading hours during the week.

1. ADOPTION OF AGENDA

Mrs. Hickman noted the following changes to the agenda: (1) Addition to Consent Item 3.01 (a) Personnel Recommendations – Approve Channah Galbraith for the Media Specialist position at LES for the 2016-2017 school year; and (2) Chad Lyons, FFA Advisor, has requested that Action Item 4.05 (a) FFA Trip Request (Livestock Evaluation Summer Camp) be withdrawn due to a scheduling conflict. Mrs. Hickman then asked for a motion to adopt the agenda including the changes as noted above. The agenda was unanimously adopted by the School Board after a motion by Mr. Taylor McGrew and a second by Mrs. Marion McCray.

2. APPROVAL OF MINUTES

The Minutes of the April 19 and April 29, 2016 school board meetings were unanimously approved after a motion by Mr. Darren Driver and a second by Mrs. Marion McCray. (Minutes to be typed in official Minute Book)

3. CONSENT ITEMS

The consent agenda, as recommended by Superintendent Edwards, was presented for the Board's approval. Mr. Joey Pearson was asked to explain *Consent Item 3.06 "Offer Vs. Serve"*. He advised that the "offer vs. serve" provision states that all children in grades K-12 will be required to take 3 items of the 5 offered during lunch. It was noted that his recommendation letter stated that students in grades kindergarten through second grade will not participate. Mr. Jeff Walker moved to correct the recommendation letter to state that students in all grades (Kindergarten through 12th grade) will participate in "offer vs. serve". Mr. Darren Driver gave the second which was unanimously approved.

In regard to food services, Mr. Pearson was asked to give an update on the improvements being made in this area. Mr. Pearson explained that our food service fund is in good shape since we've began participation in the National School Lunch and School Breakfast Program called the Community Eligibility Provision (CEP) at Lafayette Elementary School. (CEP allows qualifying schools to offer breakfast and lunch at no cost to all students without requiring families to complete an annual household application.) He advised that Lafayette High School will also participate in the Community Eligibility Provision (CEP) in the upcoming school year. Mr. Pearson reported that we have been trying new menu items and that we have had a good response from students. He also stated that our food service staff has been very cooperative with these changes. Additional plans are to paint the high school cafeteria during the summer and convert the ticket booth into a breakfast serving area so students can get a quick breakfast item while on the courtyard before school in the mornings. Mr. Pearson stated that we will continue to look at ways we can improve our food service program.

After discussion, Mr. Taylor McGrew moved to approve the consent agenda as recommended by Mr. Edwards. Mr. Jeff Walker seconded the motion which was unanimously approved. These items are listed below:

- 3.01 **Personnel:** (a) *Recommendations – Administrative* – Approved Kristopher Bracewell for the position of Assistant Principal at Lafayette High School for the 2016-2017 school year.

Recommendations – Instructional Personnel for 2016-2017 School Year

Professional Services Contract Personnel for 2016-2017 school year:

Sandy Bass	Karen Callis	Brittany Camielle	Kacia Colson
Jackie Fike	Kim Fletcher	Francene Folsom	Tammy Guyton
Lisa Hendrick	Brenda Jackson	Leah Jackson	Amy Knight
Heather Laemmler	Monica Land	Becky Long	Angie McCray
Ruby McCray	Margarette Milton	Joy Padgett	Connie Powers
Alicia Prine	Jeff Scott	Melissa Shaw	Lorri Swafford

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Sunny Wimberley	Jimmy Blankenship	Joycelyn Cook	Linda Driver
Derek Garland	Kateesh Hamlin	Susanne Hanson	Mike Harris
Emily Beach	Cindy McCray	Heather Ogburn	Chad Lyons
Melissa Hewett	Mary Koon	Sonya Koon	Sonya Land
Cathy Palomino	Billy Shows	Daryl Fletcher	Lori Sadler
Melissa Law	Jamie Fike	Alissa Hingson	Debra Singletary
Lisa Hancock	Becky Sharpe	Teresa Hamm	

Annual Contract Personnel for 2016-2017 school year:

Jerod Brock	Stephanie Brock	Teodora Celedon	Kim Edwards
Jessica Gainey	Jackie Jackson	Shawn Jackson	Kelsey Land
Angie Perry	Marcy Richardson	Elisha Snipes	Dawn Yeager
Josh Akers	Hannah Clark	Annie Day	Tim Hanson
Brittany Jackson	Carla Jones	Tracy Kerby	Tori Lyons
Leah Bryant	Susan Morgan	Connie Pearson	Toni Sherrell
Keathley Lawson			
Kathy McCray (part-time)			

Adult Education Personnel for 2016-2017 school year:

Kathy McCray, ABE and GED Teacher (part-time)
Shawn Jackson, ABE and GED Teacher for jail, recruitment, substitute (part-time)
Billy Shows, Recruitment and substitute (part-time)
Emily Beach, Online GED and TABE Examiner, Registration, Career Pathways (part-time)

Recommendations – Instructional – Approved Madison Shaw for the High School English teacher position at LHS for the 2016-2017 school year.

Approved Channah Galbraith for the Media Specialist position at Lafayette Elementary School for the 2016-2017 school year.

Recommendations – Non-Instructional – Approved Jessica Lee for the LHS Bookkeeper position for the 2016-2017 school year.

Approved Kristy Garrard for the Data Entry Clerk position at LHS for the 2016-2017 school year.

3.02 Approved 2016-2017 IDEA Project Application. (Project application on file in district office)

3.03 Approved Project Application: Carl D. Perkins Secondary, Section 131 Entitlement for Fiscal Year 2016-2017. (Project application on file in district office)

3.04 Approved Project Application: Carl D. Perkins Rural and Sparsely Populated Areas Career and Technical Education Entitlement for Fiscal Year 2016-2017.

3.05 Approved Meal Count Procedures for the 2016-2017 school year.

- 3.06 Approved "offer vs. serve" provision for the 2016-2017 school year.
- 3.07 Approved school lunch and breakfast prices for the 2016-2017 school year.
- 3.08 Approved requests for the following students to attend school in Suwannee County for the 2016-2017 school year: Trenton Thomas, Emily Thomas, Jaxson Beach, Nathan Hill, Parker Hill, Hunter Hill, Hannah Hill, Melissa Falcon.
- 3.09 Approved request for Jessie Wood to attend school in Taylor County for the 2016-2017 school year.
- 3.10 Approved request for Slater Raulerson to attend school in Columbia County for the 2016-2017 school year.
- 3.11 Approved requests for the following students to participate in the dual enrollment program at North Florida Community College for the 2016-2017 school year: Eli Morgan, Caleb Land.

4. ACTION ITEMS

- 4.01 **COMPREHENSIVE SAFETY INSPECTION REPORTS** – The school district's 2015-2016 Comprehensive Safety Inspection Reports were reviewed and discussed. Following review and discussion, Mr. Darren Driver moved to approve the Annual Comprehensive Safety Inspection Reports. Mr. Jeff Walker gave the second. The vote for approval was unanimous. (Safety Inspection Reports on file in district office)
- 4.02 **SCHOOL BOARD MEMBER, MARION MCCRAY, TO SERVE ON FSBA LEGISLATIVE COMMITTEE; TAYLOR MCGREW IS ALTERNATE** - Superintendent Edwards advised that the Florida School Boards Association Bylaws call for each school board to annually designate a school board member, and an alternate, to serve on the FSBA Legislative Committee. Mr. Darren Driver nominated Marion McCray to serve on the FSBA Legislative Committee and Taylor McGrew to serve as the alternate. Mr. Jeff Walker gave the second. The vote for approval was unanimous.

4.03 SCHOOL BOARD APPROVES INTERAGENCY AGREEMENT – Superintendent Edwards

presented an Interagency Agreement between The School Board of Lafayette County; The Florida Dept. of Children and Families, Circuits 3 and 8; Partnership for Strong Families, Inc.; Careersource North Florida Board; Agency for Persons with Disabilities, Area 3; and The Florida Dept. of Juvenile Justice, Circuit 3. It was noted that the purposes of this Agreement are to promote collaboration and flow of information among the Parties designed to 1) provide educational access and facilitate the delivery of services or programs to children known to the department; 2) avoid duplication of services or programs for children jointly served; and 3) combine resources across child and youth serving systems to maximize availability or delivery of services or programs and the well-being and progress of children and youth served. Mr. Jeff Walker moved to approve the Interagency Agreement. Mr. Darren Driver gave the second, which was unanimously approved. (Agreement on file in district office)

4.04 PUBLIC HEARING– REVISIONS TO SCHOOL BOARD POLICIES - 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 - *Virtual Instruction*; and (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. Darren Driver moved to approve the new policy and revisions/updates, as advertised. Mrs. Marion McCray seconded the motion, which was unanimously approved. The regular meeting resumed at this time. (School Board Policy Manual on file in district office)

4.05 SCHOOL BOARD APPROVES TRIP REQUESTS – The trip requests described below were presented for School Board approval. Item (a) was withdrawn due to a scheduling conflict.

- (a) FFA Livestock Evaluation Summer Camp in Stillwater, OK – June 20-22, 2016 (*withdrawn*)
- (b) Girls Basketball Camp at Valdosta State University – June 16-27, 2016
- (c) Boys JV & Varsity Basketball Camp at Valdosta State University – June 11, 2016
- (d) Varsity Football Team FCA Camp in Norman Park, GA – July 15-17, 2016
- (e) Soccer Team – Trip to Wild Adventures near Valdosta, GA – June or July 2016

The trip requests were unanimously approved following a motion by Mr. Jeff Walker and a second by Mrs. Marion McCray.

4.06 SCHOOL BOARD APPROVES FUNDRAISER REQUESTS – The following fundraiser requests were presented for approval: (1) JV & Varsity Cheerleaders – Serving tables at Meme’s Diner for tips, May 24 and June 7, 2016; (2) Third Grade Class – Cookie Dough Sales, August 15-29, 2016. Mrs. Marion McCray moved to approve the fundraiser requests. Mr. Darren Driver seconded the motion. The vote for approval was unanimous.

4.07 SCHOOL BOARD APPROVES PART-TIME CULINARY ARTS POSITION – LHS Principal, Stewart Hancock, talked with the School Board about adding a part-time Culinary Arts position at Lafayette High School. Mr. Hancock explained that Susan Morgan currently teaches all classes for the Allied Health program and the Culinary Arts program. Due to the increased number of students requesting to be in the Allied Health program next year, Mrs. Morgan will be teaching Allied Health only. Mr. Hancock informed the School Board that we have 27 students who are requesting to be in the Culinary Arts program next school year. To be able to provide this program for our students, we will need to hire a part-time Culinary Arts teacher for the last 2 periods of the day. Planning time will also be needed. Mr. Hancock added that a student being a CTE program completer and completing an industry certification while in high

school is academically beneficial for the student, financially beneficial to our school and CTE programs, and has a positive impact on our school grade. After discussing this matter, Mr. Taylor McGrew moved to approve the addition of a part-time Culinary Arts position at LHS. Mrs. Marion McCray gave the second, which was unanimously approved. The School Board agreed that the number of hours for this position should be determined by the number of students enrolled in the program.

4.08 REVISED SCHOOL CALENDAR APPROVED BY SCHOOL BOARD – A revised School Calendar and 12-Month Calendar for the 2016-2017 school year was presented for the Board’s review and approval. Superintendent Edwards explained that the calendar approved by the School Board in March had Monday, August 8, 2016, as the start date for students. Since then, we have learned that Florida Statutes states the opening date for schools may not be earlier than August 10 of each year. The revised calendar, with Wednesday, August 10, 2016, as the opening date for students, was unanimously approved on a motion by Mr. Jeff Walker and a second by Mr. Darren Driver. (Calendar on file in district office and website)

4.09 INTERNAL ACCOUNTS AUDITOR APPROVED – Superintendent Edwards advised that Jim Davis, CPA, who has provided our internal accounts audit for LES and LHS for many years is retiring. He informed board members that Tammi Maund, Director of Finance, has been in discussion with several surrounding school districts about who they use for their internal accounts audit. An Engagement Letter from Collins and Company was presented for the School Board’s review and approval. Collins and Company is located in Live Oak. It was noted that Suwannee County School Board uses Collins and Company and have been very pleased with their services. The Engagement Letter (Agreement) is for three years. Fees for their services

will be at a fixed rate of \$3,500, \$3,700 and \$3,900 per year for the years ended June 30, 2016, June 30, 2017, and June 30, 2018, respectively. After discussion, Mr. Taylor McGrew moved to approve the Engagement Letter from Collins and Company. Mr. Jeff Walker seconded the motion. The vote for approval was unanimous. (Agreement on file in district office)

4.10 SCHOOL BOARD APPROVES BID EXTENSIONS – Mr. Darren Driver moved to extend the following bids for one additional year, beginning July 1, 2016 through June 30, 2017. Mr. Jeff Walker gave the second. The vote for approval was unanimous. The terms and conditions will remain the same as the original contract. They are listed below:

- (a) *School Photography Services* – Agreed to extend the bid with SWI Photography
- (b) *Architectural Services* – Agreed to extend the bid with Paul Stressing Associates
- (c) *Fire Extinguisher Inspection* – Agreed to extend the bid with Stafford's Fire Extinguisher Service
- (d) *Construction Management Services* – Agreed to extend the bid with Harlie Lynch Construction

4.11 SCHOOL BOARD APPROVES BIDS FOR LP GAS AND MILK – The bid tabulations for LP Gas and Milk for the 2016-2017 school year were presented for approval. The low bid for LP Gas was submitted by J & J Gas Service. DairyLand had the low bid for Milk. Mr. Jeff Walker moved to approve the low bids from J & J Gas Service (LP Gas) and DairyLand (Milk). Mr. Darren Drive gave the second. The vote for approval was unanimous. (Bids on file in district office)

4.12 BILLS APPROVED FOR PAYMENT – The bill list was unanimously approved for payment on a motion by Mr. Jeff Walker and a second by Mr. Darren Driver. (Bill list on file with Supplemental Minutes)

4.13 **SCHOOL BOARD APPROVES BUDGET AMENDMENTS** – The budget amendments named below were unanimously approved following a motion by Mr. Jeff Walker and a second by Mrs. Marion McCray: CO&DS No. 2; and General Fund No. 4.

4.14 **CHANGE OF DATE FOR JULY 2016 SCHOOL BOARD MEETING** – Superintendent Edwards informed the Board that the NEFEC Summer Leadership Conference is scheduled for July 19-20, 2016. He stated that he and administrative staff plan to attend this conference. Noting that Tuesday, July 19 is our regular scheduled school board meeting, Mr. Edwards recommended that the meeting date be moved to Thursday, July 21 at 6:00 p.m. Following discussion, Mr. Darren Driver moved to change the regular July school meeting to Thursday, July 21, 2016 at 6:00 p.m. Mr. Jeff Walker gave the second. The vote for approval was unanimous.

5. ITEMS FOR INFORMATION

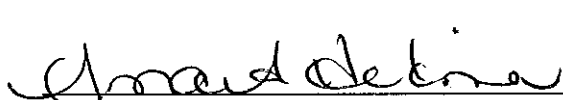
5.01 Principal's Monthly Financial Report on Internal Funds.


5.02 Purchase Orders.

5.03 Financial Statement.

ADJOURNMENT

With business complete, the meeting was declared adjourned at 7:30 p.m.


Amanda Hickman, Chairperson

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