

**REGULAR MEETING – MARCH 22, 2010**

The Invocation was offered by Mrs. Thigpen; the Pledge of Allegiance was led by Mrs. Thigpen.

The School Board of Okaloosa County met in Regular Session on March 22, 2010, in the Okaloosa County Courthouse, Crestview, Florida.

**PRESENT:** Rodney Walker, Chairman  
Cindy Frakes, Vice-Chairman  
Howard Hill  
Chuck Kelley  
Cathy Thigpen

Alexis Tibbetts, Superintendent  
C. Jeffrey McInnis, Esq., Attorney to the Board

The Chairman called the meeting to order at 4:00 p.m. and welcomed visitors and presenters.

**APPROVAL OF AGENDA:**

Motion to approve the Agenda as amended was made by Mr. Hill, seconded by Mrs. Thigpen and carried unanimously:

Consent Agenda: Item #9 was moved to Discussion Agenda at the request of Mr. Hill; added as item #20B USDA Fresh Fruit and Vegetable Program Application submitted by Elliott Point Elementary School; added as item #20C USDA Fresh Fruit and Vegetable Program Application submitted by Edwins Elementary School; added as item #21 Florida Back to Work Subsidized Employment Agreement between the School Board of Okaloosa County and the Workforce Development Board of Okaloosa and Walton Counties.

**VISITORS:**

1. On behalf of the Florida Department of Agriculture and Consumer Services, Division of Forestry, Tom LeDew of the Blackwater River State Forest presented the Board with a check in the amount of \$74,000. The funds are proceeds from timber sales and restoration revenue at the Blackwater River State Parks in Okaloosa County (Exhibit 10-168).

**PUBLIC DISCUSSION:** No Request

**PERSONNEL APPOINTMENTS:**

1. On a motion by Mr. Hill and seconded by Mr. Kelley, the Board unanimously approved the appointment by transfer of Mike Fantaski to Principal, Lewis School, recommended for approval by the Superintendent (Exhibit 10-169).

**COMMITTEE AND STAFF REPORTS:**

1. In-County Travel paid for the period of February 18 – March 3, 2010, presented by Rita Scallan (Exhibit 10-170)
2. Out-of-County Travel paid for the period of February 18 – March 3, 2010, presented by Rita Scallan (Exhibit 10-171)
3. Budget Calendar for Fiscal Year 2010-2011, presented by Rita Scallan (Exhibit 10-172)

## REGULAR MEETING – MARCH 22, 2010

### CONSENT AGENDA:

Mr. Kelley asked if internal controls are reviewed by outside auditors as well as by the State, and he also inquired about the findings from the audit of internal controls by the State, noting that there were a number of deficiencies in information systems. Mrs. Scallan responded that typically when there is a financial statement audit, it does not include an audit of the District's information system in-depth controls. Rather than the Auditor General completing the audit this year, an Auditor General's team, the Information Technology Auditors, reviewed the internal controls. This team has extensive experience and expertise in information systems. In comparing other districts that that have been audited within the last year by the specialized team, it appears that Okaloosa School District is a template of all the other districts across the state.

In response to questions from Mr. Kelley, Mrs. Scallan stated that the deficiencies are not predominantly due to a staffing issue, but rather the new standards such as the timeframe of changing one's computer password. In regard to issues concerning the access to records by people that were no longer employed by the District, Mrs. Scallan explained that those instances are due to a lack of communication, or lack of a process of notifying the respective departments of an employee's separation from the District. She stated that the Information Systems Department implements and oversees those controls.

Mr. Hill asked if the two new schools in Crestview were built as shelters and if they are eligible for the SunSmart E-Shelter Program Grant. Dr. Bill Smith responded that the two new schools were built as shelters; however, the State has not completed the paperwork to include them on the eligibility list for the program.

In regard to the Florida Back to Work Subsidized Employment Agreement, School Board Attorney, Jeffrey McInnis, informed the Board that standard revisions are needed to the indemnity paragraph on page 3, and also to the jurisdiction paragraph on page 4. He requested Board approval of the agreement with authorization to make the legal revisions to those sections.

Motion to approve the Consent Agenda as amended, with authorization of revisions by Mr. McInnis on the Florida Back to Work Subsidized Employment Agreement, was made by Mr. Hill, seconded by Mrs. Thigpen and carried unanimously.

1. Minutes of Workshop Meeting of March 4, 2010; Minutes of Regular Meeting of March 8, 2010; and Minutes of Student Disciplinary Hearings of March 4, 2010, recommended by the Superintendent for approval.
2. Appropriation of District 4 School Board Member Capital Outlay Funds to Northwood Elementary School for camera and equipment in the amount of \$1582.85, presented by Cathy Thigpen and recommended by the Superintendent for approval (Exhibit 10-173).
3. Appropriation of District 1 School Board Member Capital Outlay Funds to Meigs Middle School for camera equipment in the amount of \$2063.00, presented by Cindy Frakes and recommended by the Superintendent for approval (Exhibit 10-174).
4. Budget Amendment #6 for Fiscal Year 2010, presented by Rita Scallan and recommended by the Superintendent for approval (Exhibit 10-175).
5. Monthly Financial Report for February 2010, presented by Rita Scallan and recommended by the Superintendent for approval (Exhibit 10-176).

**REGULAR MEETING – MARCH 22, 2010**

6. Acceptance of Donations, presented by Rita Scallan and recommended by the Superintendent for approval (Exhibit 10-177).
7. Payment of Invoices dated March 22, 2010, presented by Rita Scallan and recommended by the Superintendent for approval (Exhibit 10-178).
8. Financial Statements and Supplemental Information for the Fiscal Year ended June 30, 2009, presented by Rita Scallan and recommended by the Superintendent for approval (Exhibit 10-179).
9. Moved to Discussion #1 - Request to advertise a public hearing for revision of School Board Policy 2-12, Funds for Public Relation Activities, presented by Rita Scallan and recommended by the Superintendent for approval.
10. Modification to the Okaloosa County School District Plant Survey in the form of Spot Surveys for McGriff Street property, Valparaiso Elementary School, Lewis Middle School, and Carver Hill Complex, presented by Dr. Bill Smith and recommended by the Superintendent for approval (Exhibit 10-180).
11. Lighting Retrofit Agreements between the School Board of Okaloosa County and EnergyLite, Inc., to provide lighting upgrades at the following schools, presented by Dr. Bill Smith and recommended by the Superintendent for approval:
  - A. Edge Elementary School in the amount of \$55,466.00 (Exhibit 10-181)
  - B. Okaloosa Applied Technology Center in the amount of \$94,742.00 (Exhibit 10-182)
  - C. Shalimar Elementary School in the amount of \$31,307.00 (Exhibit 10-183)
12. SunSmart E-Shelter Program Grant Application for Antioch Elementary School, presented by Dr. Bill Smith and recommended by the Superintendent for approval (Exhibit 10-184).
13. Volunteer Lists, compiled by Kaye McKinley and recommended by the Superintendent for approval (Exhibit 10-185).
14. Memorandum of Agreement between the School Board of Okaloosa County and the University of Cambridge for ALCE courses at the following schools, presented by Steve McLaughlin and recommended by the Superintendent for approval:
  - A. Fort Walton Beach High School (Exhibit 10-186)
  - B. Crestview High School (Exhibit 10-187)
  - C. Niceville High School (Exhibit 10-188)
15. Personnel Recommendations, presented by Mike Foxworthy and recommended by the Superintendent for approval:
  - A. New Hire Report (Exhibit 10-189)
  - B. Leave Requests (Exhibit 10-190)
  - C. Transfer Report (No Report)
16. Employment Separations, presented by Mike Foxworthy and recommended by the Superintendent for approval Exhibit 10-191).
17. Reinstatement of Sick Leave due to line-of-duty illness/injury/medical examination, presented by Mike Foxworthy and recommended by the Superintendent for approval (Exhibit 10-192):
  - A. Deloris Cox, Silver Sands School, 63 hours
  - B. Minerva Gadsden, Wright Elementary School, 4 hours
  - C. Fiona Lukas, Baker School, 15 hours

**REGULAR MEETING – MARCH 22, 2010**

18. Zoning Waivers, presented by Deputy Superintendents and recommended by the Superintendent for approval (Exhibit 10-193; see Zoning Waiver file).
19. Bids and Purchasing, presented by Rick Norris and recommended by the Superintendent for approval (see bid file for additional information):
  - A. Approval of Bids and Purchasing Requests:
    - (1) Amendment to Telecommunication Services Contract with Cox Business resulting from RFB 08-B14, increase in the amount of \$1050.00 (Exhibit 10-194)
    - (2) Renewal of Tag-On-Bid #SDDOC 07-068 LC, with the School District of Osceola County for School Food Services Cafeteria Smallwares awarded to International Restaurant Distributors, Inc., Fixed Prices (Exhibit 10-195)
    - (3) BrainPOP, Sole Source for Instructional Technology/Media Services, in the amount of \$23,917.92 (Exhibit 10-196)
  - B. Rejection of Bids and Purchasing Requests: None
  - C. Service Agreements: None
20. USDA Fresh Fruit and Vegetable Program Applications presented by Rick Norris and recommended by the Superintendent for approval:
  - A. Walker Elementary School (Exhibit 10-197)
  - B. Elliott Point Elementary School (Exhibit 10-198)
  - C. Edwins Elementary School (Exhibit 10-199)
21. Florida Back to Work Subsidized Employment Agreement between the School Board of Okaloosa County and the Workforce Development Board of Okaloosa and Walton Counties, presented by Mike Foxworthy and Rita Scallan (Exhibit 10-200)

**DISCUSSION AGENDA:**

1. Request to advertise a public hearing for revision of School Board Policy 2-12, Funds for Public Relation Activities, presented by Rita Scallan and recommended by the Superintendent for approval.

Mr. Hill stated that with the current economic climate, this is not a good time to approach the policy revision that proposes using general fund dollars for public relation activities. Dr. Tibbetts responded, stating that the budget for this purpose has been reduced tremendously, and that occasionally there are all-day teacher workshops or administrator workshops when lunch may be provided. Mrs. Frakes agreed with Mr. Hill's comments, and stated that she did not agree with using general funds for these types of activities.

Mrs. Scallan stated that the current policy speaks to using internal funds and enterprise funds. Since there are no enterprise funds at the District level, she made inquiry with DOE, and DOE stated that to use money from the general fund for public relations activities is a decision made at the local level. As an example, she stated that the District may invite someone to provide professional development to teachers, and at the minimum the District would provide drinks and snacks.

**REGULAR MEETING – MARCH 22, 2010**

Mrs. Frakes stated that she would not support all the funds used for public relations activities coming from the general fund. Mrs. Scallan stated that the maximum amount would come from three funding sources: internal funds, enterprise funds and if approved, general funds.

Chairman Walker suggested that the Board not take action on the proposal at this time, and that the Board members give Rita their input.

A motion was made by Mr. Hill to table the request to advertise a public hearing for revision of School Board Policy 2-12, Funds for Public Relation Activities, presented by Rita Scallan and recommended by the Superintendent for approval, seconded by Mrs. Thigpen and carried unanimously (Exhibit 10-201).

**CONSTRUCTION PROGRAM/OWNER'S REPRESENTATIVE'S BUSINESS:**

1. Motion to approve Program No. 3, Task Order No. 17, Change Order No. 25, Additional Scope of Work for a new HVAC Control System at Edge Elementary School, in the amount of \$196,804.00, presented by Dr. Bill Smith and recommended by the Superintendent for approval was made by Mr. Hill, seconded by Mr. Kelley and carried unanimously (Exhibit 10-202).

**INFORMATION TECHNOLOGY SEAT MANAGEMENT CONTRACT: None**

**BIDS AND PURCHASING: None**

**ATTORNEY'S BUSINESS: None**

**SUPERINTENDENT'S BUSINESS:**

1. Out-of-State Student Field Trips (Exhibit 10-203)

**BOARD MEMBERS' BUSINESS:**

Mrs. Frakes stated that she would be attending the Florida School Board Association meeting in Tallahassee this week and would bring information back to the Board.

Karen Peek, OCEA President, spoke on behalf of the OCEA regarding Senate Bill 6, which was passed through two State committees last week and goes to the Floor of the Senate this week. She stated that the Association is raising parent awareness of the Bill which will reduce the State's education budget, and will require an excessive amount of testing of students at every grade level. She asked the Board to support educational staff and students by expressing their dissatisfaction with the Bill to legislators.

There being no further business, and upon motion being duly made and seconded, the meeting was adjourned at 4:30 p.m.

Jan Crawford, Recorder

  
ALEXIS TIBBITTS, Ed.D.  
SUPERINTENDENT AND  
CORPORATE SECRETARY

  
RODNEY L. WALKER  
CHAIRMAN OF THE BOARD