

## **REGULAR MEETING – DECEMBER 10, 2012**

The Invocation was offered by Ms. Thrush; the Pledge of Allegiance was led by Mrs. Frakes.

The School Board of Okaloosa County met in Regular Session on December 10, 2012, in the School District Administration Building, 120 Lowery Place, SE, Fort Walton Beach, Florida.

**PRESENT:** Rodney L. Walker, Chairman  
Cindy Frakes, Vice-Chairman  
Dewey Destin  
Cathy Thigpen  
Melissa Thrush

Mary Beth Jackson, Superintendent  
C. Jeffrey McInnis, Esq., Attorney to the Board

The Chairman called the meeting to order at 6:00 p.m. and welcomed visitors and presenters.

### **APPROVAL OF AGENDA:**

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

Consent Agenda: Added as item #25, Ratification of the School District's application to the City of Niceville for rezoning the billboard parcel at Niceville High School; added as item #26, Letter of Agreement between the School Board of Okaloosa County and Ford & Associates, Inc.; added as #27, Contract Modification Agreement between the School Board of Okaloosa County and ATS Project Success; added as item #28, Renewal of Employee Assistance Program Services Contract between the School Board of Okaloosa County and Pattison Professional Counseling Center

Discussion Agenda: Added as item #3, Contract between the School Board of Okaloosa County and OCEA; added as item #4, New Salary Schedule for Administrative Personnel; added as item #5, New Salary Schedule for Managerial Personnel; added as item #6, Salary Schedule for Educational Support Personnel; added as item #7, Salary Schedule for Professional/Technical Personnel; added as item #8, Salary Schedule for Non-Bargaining Personnel

Mr. Walker stated that the Employee Assistance Program Services Contract with Pattison Professional Counseling Center is an annual renewal and that there are no changes in the contract from last year.

**VISITORS:** None

**PUBLIC DISCUSSION:** No Request

**PERSONNEL APPOINTMENTS:** None

1. The recommendation of the Superintendent for the appointment of Marcus Chambers to the position of Chief Officer, Quality Assurance/Curriculum, was approved on a motion by Ms. Thrush, seconded by Mrs. Frakes and carried unanimously (Exhibit 12-818).
2. Motion to approve the recommendation of the Superintendent for the appointment of William "Andy" Johnson to the position of Coordinator: Safe Schools, Health, and Athletics, was made by Mrs. Thigpen, seconded by Mrs. Frakes and carried unanimously (Exhibit 12-819).

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Mrs. Jackson announced the temporary re-assignment of Rodney Nobles to fulfill the duties of Principal at Niceville High School.

### **COMMITTEE AND STAFF REPORTS:**

1. In-County Travel paid for the period of October 25 – November 14, 2012, presented by Rita Scallan (Exhibit 12-820)
2. Out-of-County Travel paid for the period of October 25 – November 14, 2012, presented by Rita Scallan (Exhibit 12-821)
3. Report on Sun Smart Schools Program at Antioch Elementary School and Baker School, presented by Dr. Bill Smith (Exhibit 12-822)
4. Update on the DOT application for rezoning the billboard parcel at Niceville High School, presented by Dr. Bill Smith (Exhibit 12-823)

### **CONSENT AGENDA:**

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

1. Minutes of Workshop Meeting of November 8, 2012; Minutes of Regular Meeting of November 13, 2012; and Minutes of Organizational Meeting of November 20, 2012, recommended by the Superintendent for approval.
2. Appropriation of District 1 School Board Member Capital Outlay Funds to Wright Elementary School for a COW in the amount of \$15,600.00, presented by Cindy Frakes and recommended by the Superintendent for approval (Exhibit 12-824).
3. Appropriation of District 1 School Board Member Capital Outlay Funds to CHOICE High School and Technical Center for painting in the amount of \$11,389.00, presented by Cindy Frakes and recommended by the Superintendent for approval (Exhibit 12-825).
4. Appropriation of District 3 School Board Member Capital Outlay Funds to Baker School for mimios and DLP projectors in the amount of \$10,000.00, presented by Rodney Walker and recommended by the Superintendent for approval (Exhibit 12-826).
5. Appropriation of District 4 School Board Member Capital Outlay Funds to Baker School for mimios and DLP projectors in the amount of \$7,000.00, presented by Cathy Thigpen and recommended by the Superintendent for approval (Exhibit 12-827).
6. Appropriation of District 5 School Board Member Capital Outlay Funds to Eglin Elementary School for capital improvements and technology needs in the amount of \$11,409.36, presented by Melissa Thrush and recommended by the Superintendent for approval (Exhibit 12-828).
7. Appropriation of District 5 School Board Member Capital Outlay Funds to Lewis School for capital improvements and technology needs in the amount of \$15,721.55, presented by Melissa Thrush and recommended by the Superintendent for approval (Exhibit 12-829).
8. Payment of Invoices dated December 10, 2012, presented by Rita Scallan and recommended by the Superintendent for approval (Exhibit 12-830).

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9. Warrants in the amount of \$19,891,887.33 and Bank Transfers in the amount of \$1,436,000.00, presented by Rita Scallan and recommended by the Superintendent for approval (Exhibit 12-831).
10. Acceptance of Donations, presented by Rita Scallan and recommended by the Superintendent for approval (Exhibit 12-832).
11. Monthly Financial Report for October 2012, presented by Rita Scallan and recommended by the Superintendent for approval (Exhibit 12-833).
12. Budget Amendment #2 for 2012-2013, presented by Rita Scallan and recommended by the Superintendent for approval (Exhibit 12-834).
13. Application for Impact Aid under P.L. 81-874 for the 2012-2013 School Year naming Mary Beth Jackson as the authorized representative for the Board, presented by Rita Scallan and recommended by the Superintendent for approval (Exhibit 12-835).
14. Child Care Services Agreement between the School Board of Okaloosa County and the Early Learning Coalition of Okaloosa and Walton Counties, presented by Rita Scallan and recommended by the Superintendent for approval (Exhibit 12-836).
15. Lease Agreement between the School Board of Okaloosa County and Okaloosa County for a portion of Baker School property used for the operation of an EMS/Ambulance station, presented by Dr. Bill Smith and recommended by the Superintendent for approval (Exhibit 12-837).
16. School Volunteer Lists, submitted by Kaye McKinley and recommended by the Superintendent for approval (Exhibit 12-838).
17. Agreement between the School Board of Okaloosa County and Foster Families of America, Inc., to provide training to ESE students participating in the School-to-Work program, presented by Melody Sommer and recommended by the Superintendent for approval (Exhibit 12-839).
18. Clinical Affiliation Agreement between the School Board of Okaloosa County and Surgical Care Affiliates, Inc., to provide clinical experience to students participating in the CHOICE Technical Center LPN program, presented by Brenda Leeth and recommended by the Superintendent for approval (Exhibit 12-840).
19. Community Education: Holiday Hair Class, presented by Al Gardner and recommended by the Superintendent for approval (Exhibit 12-841).
20. Personnel Recommendations, presented by Mike Foxworthy and recommended by the Superintendent for approval:
  - A. New Hire Report (Exhibit 12-842)
  - B. Leave Requests (Exhibit 12-843)
  - C. Transfer Report (Exhibit 12-842)
21. Employment Separations, presented by Mike Foxworthy and recommended by the Superintendent for approval (Exhibit 12-844).
22. 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 12-845):
  - A. Melinda Emmons, Food Service, 1.75 hours

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- B. Anita Fuller, Wright Elementary School, 15 hours
  - C. Heather Jacobs, Walker Elementary School, 15 hours
  - D. Emily Susan Johansen, Wright Elementary School, 75 hours
23. Zoning Waivers, presented by Rodney Nobles and recommended by the Superintendent for approval (Exhibit 12-846; see Zoning Waiver file).
24. Bids and Purchasing, presented by Vince Windham and recommended by the Superintendent for approval (see bid file for additional information):
- A. Approval of Bids and Purchasing Requests:
    - (1) Tag-on Bid 3343RC OEM Dealer Parts, one year term fixed discount, School Board of Marion County, multiple vendors (Exhibit 12-847)
    - (2) Exempted Purchase, Knovation, subscription renewal for netTrekker Search, in the amount of \$29,188.17, Instructional Technology (Exhibit 12-848)
  - B. Rejection of Bids and Purchasing Requests:
    - (1) RFP 12-P06 Energy Conservation & Management Program – No Award, Committee recommends ceasing negotiations and cancelling the RFP (Exhibit 12-849)
  - C. Service Agreements:
    - (1) Amendment to SA# 13-62 Brent Purcell, increase in hours and amount of contract, Destin Middle School (Internal Funds-Band Booster Funds) (Exhibit 12-850)
    - (2) SA# 13-83 Andrew Barberi, Color Guard Instruction, Choctawhatchee High School - \$7200.00 (Internal Funds-Band Parents) (Exhibit 12-851)
25. Ratification of the School District's application to the City of Niceville for rezoning the billboard parcel at Niceville High School, presented by Dr. Bill Smith and recommended by the Superintendent for approval (Exhibit 12-852).
26. Letter of Agreement between the School Board of Okaloosa County and Ford & Associates, Inc., presented by Rita Scallan and recommended by the Superintendent for approval (Exhibit 12-853).
27. Contract Modification Agreement between the School Board of Okaloosa County and ATS Project Success, presented by Joan Pickard and recommended by the Superintendent for approval (Exhibit 12-854).
28. Employee Assistance Program Services Contract between the School Board of Okaloosa County and Pattison Professional Counseling Center, presented by Mike Foxworthy and recommended by the Superintendent for approval (Exhibit 12-855).

As requested by Mr. McInnis, Chairman Walker recessed the Regular Meeting and called to order the meeting of the Board of Directors of the Okaloosa School Board Leasing Corporation at 6:15 p.m. At the conclusion of the business of the Leasing Corporation (see separate minutes), the Chairman reconvened the Regular Meeting of the School Board at 6:20 p.m.

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### DISCUSSION AGENDA:

1. Proposed District Organization Plan, recommended by the Superintendent for approval.

Mrs. Jackson stated that after discussion at the Workshop, a revision in the re-organizational chart was made reflecting the deletion of the Supervisor of Custodial Services.

Mrs. Scallan explained that the revised final cost savings for fiscal year 2012-2013 is approximately \$32,000, and the estimated cost for fiscal year 2013-2014 is approximately \$34,175 if no other costs saving measures are implemented. She stated that the Superintendent is committed to ensure that this plan is budget neutral for 2012-2013, and that there will be further cost saving measures which may occur through attrition of positions.

Mrs. Jackson commented that with the cost increase for next year, there will be additional changes that are expected to be budget neutral, with the goal that the budget will not be affected. Responding to Ms. Thrush's inquiry regarding two Specialist positions, Ms. Jackson stated that there are two leadership individuals critical to the District that are planning to retire in the next year, and the two Specialists positions will be training in those positions.

Motion to approve the Proposed District Organization Plan, recommended by the Superintendent for approval was made by Mrs. Thigpen, seconded by Ms. Thrush and carried unanimously (Exhibit 12-856).

2. Certificates of Participation, Series 2003 – Resolution and Documents Related to an additional lease schedule to the Master Lease-Purchasing Agreement, presented by Rita Scallan and recommended by the Superintendent for approval.

Mrs. Scallan introduced Jerry Ford with Ford & Associates, Inc., who is the Financial Advisor to the School Board. Mr. Ford was present to provide information and answer questions regarding the Certificate of Participation Program. Mr. Ford explained that the purpose of the proposed transaction is to refinance the District's outstanding Series 2003 Certificates of Participation which will mature from 2014-2019. It is anticipated that on a present value basis, after all costs, the refinancing will deliver a new rate that will save the district approximately \$90,000 per year from 2014 through 2019.

Motion was made by Mrs. Thigpen, seconded by Ms. Thrush and carried unanimously to adopt a Resolution of the School Board of Okaloosa County, Florida, approving an additional Lease Schedule to the Master Lease-Purchase Agreement between the School Board and the Okaloosa School Board Leasing Corporation; Authorizing the refinancing of certain capital projects pursuant to the Master Lease-Purchase Agreement; Approving the forms of documents to be entered into by the Corporation, the Board and the Bank of New York Mellon Trust Company, N.A., as Successor Trustee, in connection therewith; authorizing the Trustee to issue not to exceed \$8,600,000 principal amount of a Certificate of Participation (School Board of Okaloosa County, Florida Master Lease-Program), Series 2012, evidencing an undivided proportionate interest of the owner thereof in basic rent payments to be made under a Master Lease-Purchase Agreement by the School Board of Okaloosa County, Florida, in order to provide lease purchase refinancing of the initial project described herein; Confirming the Trustee and designating the escrow holder in connection with such Certificate of Participation; Finding that such program will provide the lowest cost of funding available and that the proceeds thereby contemplated will best serve the public interest; Authorizing a negotiated sale of such Certificate of Participation;

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Approving certain other agreements and covenants in connection therewith; and providing an effective date (Exhibit 12-857).

3. Motion to approve the Ratification of the Contract between the School Board of Okaloosa County and OCEA, presented by Mike Foxworthy and recommended by the Superintendent for approval, was made by Mrs. Thigpen, seconded by Mr. Destin and carried unanimously (Exhibit 12-858).
4. On a motion by Mrs. Thigpen and seconded by Mrs. Frakes, the Board unanimously approved the New Salary Schedule for Administrative Personnel, presented by Mike Foxworthy and recommended by the Superintendent for approval (Exhibit 12-859).
5. Motion was made by Mrs. Thigpen, seconded by Mrs. Frakes and carried unanimously to approve the New Salary Schedule for Managerial Personnel, presented by Mike Foxworthy and recommended by the Superintendent for approval (Exhibit 12-860).
6. Motion to approve the Salary Schedule for Educational Support Personnel, presented by Mike Foxworthy and recommended by the Superintendent for approval was made by Mrs. Thigpen, seconded by Mrs. Frakes and carried unanimously (Exhibit 12-861).
7. On a motion by Mrs. Thigpen and seconded by Mrs. Frakes, the Board unanimously approved the Salary Schedule for Professional/Technical Personnel, presented by Mike Foxworthy and recommended by the Superintendent for approval (Exhibit 12-862).
8. Motion to approve the Salary Schedule for Non-Bargaining Personnel, presented by Mike Foxworthy and recommended by the Superintendent for approval was made by Mrs. Thigpen, seconded by Mr. Destin and carried unanimously (Exhibit 12-863).

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

1. Program No. 4, Task Order No. 27, Pre-GMP Phase Services for Existing Classroom Building 5, Richbourg/Northwood Campus, presented by Dr. Bill Smith and recommended by the Superintendent for approval.

Mrs. Jackson stated that a proposal is being developed for a fine and performing arts center to be located in the wing of Richbourg School which will be converted and re-missioned back into Northwood Elementary School. She stated that the program would provide opportunities for students in the north end of the district to participate in the arts.

Motion to authorize Program No. 4, Task Order No. 27, Pre-GMP Phase Services for Existing Classroom Building 5, Richbourg/Northwood Campus, presented by Dr. Bill Smith and recommended by the Superintendent for approval, was made by Mrs. Thigpen and seconded by Mr. Destin (Exhibit 12-864).

In response to Ms. Thrush's question regarding the funding, Mrs. Scallan stated that funding would come from the anticipated remaining COP funds. She explained the process of the release of COP funding.

Mrs. Thigpen's motion carried unanimously.

**INFORMATION TECHNOLOGY SEAT MANAGEMENT CONTRACT:** None

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**BIDS AND PURCHASING:** None

### **ATTORNEY'S BUSINESS:**

1. Mr. McInnis requested that the Board grant authority to the Chairman and Superintendent to resolve current pending Unfair Labor Practice complaints in both cases, CA-2012-007 and CA-2012-107.

Motion to authorize the Chairman and Superintendent to resolve pending Unfair Labor Practice complaints in cases CA-2012-007 and CA-2012-107 was made by Mrs. Thigpen, seconded by Mr. Destin and carried unanimously (Exhibit 12-865).

2. Mr. McInnis requested authorization to advertise the new and amended job descriptions based on the approved Superintendent's Re-Organizational Chart.

On a motion by Mrs. Thigpen and seconded by Ms. Thrush, the Board unanimously approved the advertisement of a public hearing for adoption of new and amended job descriptions reflected on the approved Superintendent's Re-Organizational Chart (Exhibit 12-866).

### **SUPERINTENDENT'S BUSINESS:**

1. Out-of-State Student Field Trips (Exhibit 12-867)

Mrs. Jackson recognized Kaye McKinley who was instrumental in the transition of the new administration. She announced the assignment of Mrs. McKinley as Deputy Superintendent and District Chief of Staff.

### **BOARD MEMBERS' BUSINESS:**

Mrs. Frakes stated that she has sent a copy of Board-approved Resolution 12-07, Sequestration That Urges Congress And The Administration To Mitigate The Across-The-Board Cuts to Education That Are Scheduled to Occur January 2, 2013, to the National School Board Association at their request, as well as to the Florida School Boards Association, and to Congressman Miller. She shared an editorial comment written by the President of the National School Board Association that points out anticipated significant reductions in Federal funding to school districts in 2013. She urged everyone to think of ideas for funding if the District's budget is impacted by the sequestration of Federal program funds next year.

Mrs. Frakes apprised the Board of a Bill filed today that will create a poverty categorical which is a new categorical for school districts. If passed, the money for this categorical will go toward class size reduction, reading initiatives, and intervention programs for K-3 students.

Mrs. Frakes commented that the State School Board will hold interviews this week with the finalists for the Commissioner of Education position.

Ms. Thrush asked Mrs. Scallan to address how the sequestration would affect the District's Federally funded programs. Mrs. Scallan stated that there will not be an impact to the District's programs this year because funds have been put aside in the District's budget in anticipation of an estimated 7-9% reduction in funding. If the sequestration does not occur, the additional funds would be available for use in the classrooms.

Ms. Thrush announced that the Niceville High School Leadership students organized a shipment of care packages to military personnel stationed abroad, as well

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as holiday packages for local families in need. Additionally, many elementary and middle schools have conducted non-perishable food drives for local area food banks.

Ms. Thrush stated that the Engineers of America program was one of three recipients of Gulf Power's Power of Service Award, receiving a \$2,500 cash award.

There being no further business, and upon motion being duly made and seconded, the meeting was adjourned at 6:40 p.m.

Jan Crawford, Recorder

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MARY BETH JACKSON  
SUPERINTENDENT AND  
CORPORATE SECRETARY

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RODNEY L. WALKER  
CHAIRMAN OF THE BOARD