

## **REGULAR MEETING – JULY 23, 2012**

The Invocation was offered by Mrs. Frakes; the Pledge of Allegiance was led by Mr. Kelley.

The School Board of Okaloosa County met in Regular Session on July 23, 2012, in the Okaloosa County Courthouse, Crestview, Florida.

**PRESENT:** Rodney L. Walker, Chairman  
Cindy Frakes  
Chuck Kelley (arrived at 4:10 p.m.)  
Melissa Thrush

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

**ABSENT:** Cathy Thigpen, Vice-Chairman

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 Mrs. Frakes, seconded by Ms. Thrush and carried 3-0:

Consent Agenda: Added as item #16D, Suspension of Employee #xxx-xx-9906; added as item #20, TremCare Service Agreement between the School Board of Okaloosa County and Weatherproofing Technologies, Inc. (WTI), a subsidiary of Tremco Incorporated, to provide roof warranty for Bob Sikes Elementary School; added as item #21, Transfer of surplus kitchen equipment from Central Kitchen to Liza Jackson Preparatory School

Construction Business: Added as item #1, Program No. 4, Task Order No. 25, Pre-GMP for Fort Walton Beach High School Renovation Project Phase 2

### **VISITORS:**

1. Kyle Butts, Territory Manager and AED Specialist from Cardiac Science presented a certificate and an *I Saved A Life* pin to School Resource Officer Gary Williams and to School Nurse Rita Pilgram, in recognition of their use of Automated External Defibrillator to save the life a Baker School employee. Mr. Butts commended the District for investing in the equipment and maintaining all the devices (Exhibit 12-468).

**PUBLIC DISCUSSION:** No Request

**PERSONNEL APPOINTMENTS:** None

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

1. In-County Travel paid for the period of June 21 - 29, 2012, presented by Rita Scallan (Exhibit 12-469)
2. Out-of-County Travel paid for the period of June 21 - 29, 2012, presented by Rita Scallan (Exhibit 12-470)
3. Quarterly Report on Service Agreements under the \$5000 threshold, April – June 2012, presented by Vince Windham (Exhibit 12-471)

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4. Quarterly Report on Service Agreements for Law Enforcement under the \$5000 threshold, April – June 2012, presented by Vince Windham (Exhibit 12-472)
5. Quarterly Report on Short-term Facility Use Contracts and Lease Agreements with Fees of Less than \$5000, April – June 2012, presented by Vince Windham (Exhibit 12-473)

### **CONSENT AGENDA:**

Mrs. Frakes noted the out-of-county expense for several school employees to attend the Common Core State Standards Summer Institute, and asked about the feasibility of inviting the presenter to the District in an effort to reduce the travel cost. Mr. Walker stated that Mrs. Hendricks has indicated in previous discussion that it is not always possible to offer these types of trainings locally. Dr. Tibbetts commented that the schools paid for the training expense and each school would be reimbursed up to \$2,000 from DOE.

In response to Ms. Thrush's questions regarding the assets donated by the Okaloosa Public School Foundation, Inc., Mrs. McKinley explained that the items were purchased through the Communication Funds, and since the amount exceeded the \$1,000 threshold, inventory documentation is required.

In reference to the annual fire and life safety inspection report, Mrs. Frakes inquired about the multiple occupancy requirement that trained crowd control managers be available at public events where the occupant load of an assembly area is 250 persons or more. Bobby Belcher, Safety Foreman, responded that the requirement falls under a new State statute. He stated that the Florida Fire Marshalls and Inspectors Association is producing a training CD that will be offered online for school district principals and administrators to view. The CD will train on the procedures and methods used for crowd control. It was noted that the school resource officers are trained in this area.

Mr. Kelley arrived at 4:10 p.m.

Ms. Thrush asked Mr. Belcher about the completion of a full inspection of the STEMM Center prior to the beginning of the school year. Mr. Belcher responded that a full inspection will be completed and a certificate of occupancy will be issued prior to opening the facility.

Responding to Ms. Thrush's questions regarding the recommendation in the maintenance department inspection checklist to train personnel on the AED device and CPR, Mr. Belcher responded that teams at each school have been trained, and the same level of training is recommended to other employees in the district.

John Spolski, President of Middle School Athletic Conference, responded to Ms. Thrush's comments regarding the District's Middle School Athletic Conference Policy Handbook, stating that it is parallel to the policies of the Florida High School Activities Association. He stated that a committee comprised of the eight middle school principals will oversee that standardization and consistency are maintained when any issues arise.

Ms. Thrush noted the Pitsco lab projects requested in the budget for the Boeing STEM grant is an effort to bring some of the same labs that were awarded to the high military population schools through DoDEA grant to other schools. Mrs. McKinley explained that the Boeing STEM grant application is open to every teacher in the District, and if Boeing awards the total amount requested, all the teachers who submitted a proposal would be awarded grant funds.

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In regard to Tag-on Bid 12-06 for ice cream products, Ms. Thrush stated that although the ice cream products offered in the school cafeterias meet nutritional requirements, and the sale of ice cream products is a revenue source, offering ice cream does not support the District's promotion of healthy eating in the schools, and it should not be offered in the cafeterias every day. She requested that the Board consider removing ice cream products from school cafeterias throughout the district.

Rodney Nobles, Deputy Superintendent of Operations, stated that in a recent meeting with Sodexo, the dietician indicated that the nutritional value for the ice cream products offered has the vitamins and essential nutrients required in the daily allowance. He stated that there is an online option for parents to block their child's food choices, and ice cream products could be blocked if a parent so chooses. Mr. Walker agreed that the purchase of ice cream should be the responsibility of the parent, and Sodexo has developed a plan for parents in this regard. Dr. Tibbetts commented that informing parents of this option would be addressed at the next principal's meeting. Mrs. Frakes suggested that Ms. Thrush present a proposal to the Board that would include guidelines.

In response to Ms. Thrush's comments regarding the subscriptions for STAR Reading and STAR Accelerated Reader through Renaissance Learning, Inc., Guyla Hendricks, Chief Officer of Quality Assurance and Curriculum, stated that the District provides schools with the funding for the Accelerated Reading package, but not for the Accelerated Math package. Per Ms. Thrush's request, she stated that she would look into the reason why there was one elementary school that did not use the AR product. Ms. Thrush asked why two middle schools were instead using the Enterprise Real Time Accelerated Reading product, and Mrs. Hendricks responded that using the subscription through Renaissance Learning, Inc. was voluntary, and that some middle schools use other programs that focus on engaging students in reading and helping promote their reading proficiency; and if used correctly the District will provide financial support.

With regard to the service agreement with Weatherproofing Technologies, Inc. for Bob Sikes Elementary School, Mr. McInnis informed the Board that a format change is needed, but the content of the contract will not change. He stated that a signature line for the Board and a lead-in paragraph need to be added and those additions will not change the terms of the agreement. Dr. Bill Smith, Facilities Director, stated that warranty agreements for other schools will be presented to the Board at one time, rather than spread out over a period of time.

Mrs. Frakes asked if the District would have a need in the future for the surplus kitchen equipment that was requested to be transferred from the Central Kitchen to Liza Jackson School. Rodney Nobles stated that the equipment is outdated and District has no use for the equipment. Through the remodeling of school cafeterias, the surplus items have been replaced with more modern equipment.

In follow up to the budget workshop last week, Rodney Nobles gave an update on the employee number system. He stated that a process has begun with replacing employee Social Security numbers with employee identification numbers. He has met with Information Systems staff and they will meet with the departments involved next week and obtain the necessary information to begin writing a program. He will keep the Board updated as the process progresses.

Motion to approve the Consent Agenda as amended was made by Mrs. Frakes, seconded by Ms. Thrush and carried 4-0:

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1. Minutes of Regular Meeting of July 9, 2012, recommended by the Superintendent for approval.
2. Warrants in the amount of \$54,794,702.16 and Bank Transfers in the amount of \$53,000.00, presented by Rita Scallan and recommended by the Superintendent for approval (Exhibit 12-474).
3. Payment of Invoices dated July 23, 2012, presented by Rita Scallan and recommended by the Superintendent for approval (Exhibit 12-475).
4. Acceptance of Donations, presented by Rita Scallan and recommended by the Superintendent for approval (Exhibit 12-476).
5. Renewal of Check Recovery Agreement between the School Board of Okaloosa County and Safe-Chek, presented by Rita Scallan and recommended by the Superintendent for approval (Exhibit 12-477).
6. Okaloosa Public Schools Foundation, Inc., assets donated to the Okaloosa County School District during the 2011-2012 fiscal year, presented by Rita Scallan and recommended by the Superintendent for approval (Exhibit 12-478).
7. Authorization to advertise the fiscal year 2012-2013 Preliminary and Tentative Budget and Millage Rate, presented by Rita Scallan and recommended by the Superintendent for approval (Exhibit 12-479).
8. 457(b) Deferred Compensation Plan and 457(b) Adoption Agreement, presented by Jim Palmer and Rita Scallan and recommended by the Superintendent for approval (Exhibit 12-480).
9. Annual Fire and Life Safety Inspection Reports 2011-2012, presented by Dr. Bill Smith and Bobby Belcher and recommended by the Superintendent for approval (Exhibit 12-481).
10. Revision to the Okaloosa County School District Middle School Athletic Conference Policy regarding eligibility, presented by John Spolski and recommended by the Superintendent for approval (Exhibit 12-482).
11. Extension of the Practicum/Student Teacher Education Agreement between the School Board of Okaloosa County and Northwest Florida State College, presented by Guyla Hendricks and recommended by the Superintendent for approval (Exhibit 12-483).
12. Extension of the Practicum/Student Teacher Education Agreement between the School Board of Okaloosa County and Troy University, presented by Guyla Hendricks and recommended by the Superintendent for approval (Exhibit 12-484).
13. Extension of the Practicum/Student Teacher Education Agreement between the School Board of Okaloosa County and Florida State University, presented by Guyla Hendricks and recommended by the Superintendent for approval (Exhibit 12-485).
14. Boeing STEM Grant Application, presented by Kaye McKinley and recommended by the Superintendent for approval (Exhibit 12-486).
15. Cleared certification requirements and issuance of contract for the 2012-2013 school year, presented by Christy McInnis and recommended by the Superintendent for approval (Exhibit 12-487).

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16. Personnel Recommendations, presented by Mike Foxworthy and recommended by the Superintendent for approval:
  - A. New Hire Report (Exhibit 12-488)
  - B. Leave Requests (Exhibit 12-489)
  - C. Transfer Report (Exhibit 12-488)
  - D. Suspension of Employee #xxx-xx-9906 (Exhibit 12-490)
17. Employment Separations, presented by Mike Foxworthy and recommended by the Superintendent for approval (Exhibit 12-491).
18. 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 12-492):
  - A. Jeffrey Welsh, Ballet Academie, 10 days
19. 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 RFB 12-06 with Santa Rosa County School Board for ice cream products, awarded to Blue Bell, Fixed Prices (Exhibit 12-493)
    - (2) Amendment to Award of RFB 09-B22 Fence Bid, to remove All Florida Fence & Deck, Inc. as one of the awarded vendors (Exhibit 12-494)
    - (3) Exempted Purchase, Renaissance Learning, Inc. for Web-based subscriptions, Staff/Professional Development, in the amount of \$84,654.30 (Exhibit 12-495)
    - (4) Renewal of Bid #11-14, Cooperative Bid with Bay District Schools for Milk and Dairy Products, awarded to Borden Dairy (Exhibit 12-496)
  - B. Rejection of Bids and Purchasing Requests: None
  - C. Service Agreements: None
20. TremCare Service Agreement between the School Board of Okaloosa County and Weatherproofing Technologies, Inc. (WTI), a subsidiary of Tremco Incorporated, to provide roof warranty for Bob Sikes Elementary School, presented by Dr. Bill Smith and recommended by the Superintendent for approval (Exhibit 12-497).
21. Transfer of surplus kitchen equipment from Central Kitchen to Liza Jackson Preparatory School, presented by Ed Coleman and recommended by the Superintendent for approval (Exhibit 12-498).

**DISCUSSION AGENDA:** None

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

1. Motion to approve Program No. 4, Task Order No. 25, Pre-GMP for Fort Walton Beach High School Renovation Project Phase 2, amount not to exceed \$90,000.00, presented by Dr. Bill Smith and recommended by the

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Superintendent for approval, was made by Mr. Kelley, seconded by Ms. Thrush and carried 4-0 (Exhibit 12-499).

Dr. Bill Smith informed the Board that this is the second phase of the Ft. Walton Beach High School renovation project. He stated that a schedule has been worked out with the principal in regard to relocating teachers of the affected classrooms to other classrooms during the renovation.

**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 12-500)

Dr. Tibbetts announced that school grades for Riverside, Bob Sikes, and Northwood Elementary Schools were raised to "A's" after the Florida Department of Education re-assessed their scores last week.

At the request of Ms. Thrush, Dr. Tibbetts gave an update on the STEMM Academy. She stated that 89 students are enrolled, and that a fourth teacher will be hired. Boeing volunteers recently held a work day preparing the STEMM Center for the opening of the 2012-2013 school year.

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

Mrs. Frakes congratulated Officer Gary Venuti on his recognition from the State as the top School Resource Officer

Mr. Kelley requested that the Board schedule a workshop to review the Capital Outlay Budget. Mrs. Scallan stated that the final hearing on the 2012-2013 budget is scheduled for September 10, 2012. Ms. Thrush asked that a review the project budgets be done at the same time as the workshop for the Capital Outlay budget.

There being no further business, and upon motion being duly made and seconded, the meeting was adjourned at 5:00 p.m.

Jan Crawford, Recorder

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ALEXIS TIBBETTS, Ed.D.  
SUPERINTENDENT AND  
CORPORATE SECRETARY

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RODNEY L. WALKER  
CHAIRMAN OF THE BOARD