

REGULAR MEETING – SEPTEMBER 24, 2012

The Invocation was offered by Dr. Tibbetts; the Pledge of Allegiance was led by Mrs. Frakes.

The School Board of Okaloosa County met in Regular Session on September 24, 2012, in the Okaloosa County Courthouse, Crestview, Florida.

PRESENT: Cathy Thigpen, Vice-Chairman
Cindy Frakes (arrived at 4:07 p.m.)
Chuck Kelley
Melissa Thrush

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

ABSENT: Rodney Walker, Chairman

Vice-Chairman Thigpen called the meeting to order at 4:05 p.m. and welcomed visitors and presenters.

APPROVAL OF AGENDA:

Motion to approve the Agenda as amended was made by Mr. Kelley, seconded by Mrs. Thrush and carried 3-0:

Consent Agenda: Added as item #21, Memorandum of Understanding with the Okaloosa County Sheriff's Office; added as item #22, Budget Amendment #12 for June 2012; added as item #23, Monthly Financial Report for June 2012 – Revised September 19, 2012

VISITORS: None

PUBLIC DISCUSSION: No Request

Mrs. Frakes arrived at 4:07 p.m.

PERSONNEL APPOINTMENTS:

1. Motion to approve the recommendation of the Superintendent to transfer Robert Gerald "Jerry" Sansom to the position of Assistant Principal I, Choctawhatchee High School, was made by Mr. Kelley, seconded by Ms. Thrush and carried 4-0 (Exhibit 12-641).
2. The recommendation of the Superintendent to transfer Dolores Noechel to the position of Assistant Principal II, Fort Walton Beach High School, was approved on a motion by Mr. Kelley, seconded by Ms. Thrush, and carried 4-0 (Exhibit 12-642).
3. The Superintendent's recommendation to appoint Ella Shaw to the position of Assistant Principal II, Crestview High School, was approved on a motion by Mr. Kelley, seconded by Ms. Thrush, and carried 4-0 (Exhibit 12-643).
4. Motion to approve the recommendation of the Superintendent to appoint Jodie Maker to the position of Assistant Principal II, Niceville High School, was made by Ms. Thrush, seconded by Mr. Kelley and carried 4-0 (Exhibit 12-644).

Vice-Chairman Thigpen opened the Public Hearing at 4:15 p.m.

REGULAR MEETING – SEPTEMBER 24, 2012

PUBLIC HEARING:

The recommendation of the Superintendent for the adoption of new job descriptions for the positions of mathematics coach and science coach was presented for approval.

1. Vice-Chairman Thigpen called for public comment on the job description for mathematics coach; there was none.

Motion to approve the job description for mathematics coach was made by Mr. Kelley, seconded by Mrs. Frakes and carried 4-0 (Exhibit 12-645).

2. Vice-Chairman Thigpen called for public comment on the job description for science coach; there was none.

Motion to approve the job description for science coach was made by Mr. Kelley, seconded by Ms. Thrush and carried 4-0 (Exhibit 12-646).

Vice-Chairman Thigpen concluded the Public Hearing and returned to the Agenda for the Regular Meeting at 4:18 p.m.

COMMITTEE AND STAFF REPORTS:

1. In-County Travel paid for the period of August 23 – September 5, 2012, presented by Rita Scallan (Exhibit 12-647)
2. Out-of-County Travel paid for the period of August 23 – September 5, 2012, presented by Rita Scallan (Exhibit 12-648)
3. Superintendent's Annual Financial Report and Report of Financial Data to the Commissioner of Education for Fiscal Year Ended June 30, 2012, presented by Rita Scallan (Exhibit 12-649)
4. Liza Jackson Preparatory School, Inc. – Basic Financial Statements and Supplemental Information for the Fiscal Year Ended June 30, 2012, presented by Rita Scallan (Exhibit 12-650)
5. Okaloosa Academy, Inc. - Basic Financial Statements and Supplemental Information for the Fiscal Year Ended June 30, 2012, presented by Rita Scallan (Exhibit 12-651)
6. The Okaloosa Public Schools Foundation, Inc. - Basic Financial Statements and Supplemental Information for the Fiscal Year Ended June 30, 2012, presented by Rita Scallan (Exhibit 12-652)

CONSENT AGENDA:

Upon inquiry from Ms. Thrush, Mrs. Scallan explained that the materials and supplies stipend is paid to eligible PreK-12 classroom teachers and other instructional staff pursuant to Florida Statute and is funded by the State through the Florida Teachers Lead categorical allocation. It has been the practice of the Board to pay an equivalent stipend to eligible employees that are ineligible under the requirements of Florida Teachers Lead. These stipends are paid from the General Fund or the fund from which the position is paid.

In response to question from Mrs. Frakes regarding the TremCare Service Agreements, Dr. Smith stated that it is an extended warranty service to provide roof inspections and preventive maintenance at multiple school sites.

REGULAR MEETING – SEPTEMBER 24, 2012

Ms. Thrush suggested the school volunteer enrollment process be automated so that individuals would not have to complete the same forms if they volunteer at more than one school and the background checks would not be duplicated.

Mr. Foxworthy presented a request to revise School Board Policy 6-35(B)(5) Terminal Pay for Accumulated Sick Leave-Resignation or Retirement. The revision provides clarification to the payout of sick leave to employees who resign or retire at the completion of or during the twelfth and thirteenth years of service. This revision is in accordance with Florida Statute.

1. Minutes of Workshop Meeting of September 6, 2012 and Minutes of Regular Meeting of September 10, 2012, recommended by the Superintendent for approval.
2. Appropriation of District 2 School Board Member Capital Outlay Funds to Choctawhatchee High School for basketball scoreboards in the amount of \$8600.00, presented by Chuck Kelley and recommended by the Superintendent for approval (Exhibit 12-653).
3. Appropriation of District 2 School Board Member Capital Outlay Funds to Fort Walton Beach High School for white boards, mimios and student desks in the amount of \$16,060.00, presented by Chuck Kelley and recommended by the Superintendent for approval (Exhibit 12-654).
4. Appropriation of District 3 School Board Member Capital Outlay Funds to Niceville High School for technology equipment in the amount of \$10,000.00, presented by Rodney Walker and recommended by the Superintendent for approval (Exhibit 12-655).
5. Appropriation of District 4 School Board Member Capital Outlay Funds to Davidson Middle School for DLP projectors and document cameras in the amount of \$9938.36, presented by Cathy Thigpen and recommended by the Superintendent for approval (Exhibit 12-656).
6. Acceptance of Donations, presented by Rita Scallan and recommended by the Superintendent for approval (Exhibit 12-657).
7. Payment of Invoices dated September 24, 2012, presented by Rita Scallan and recommended by the Superintendent for approval (Exhibit 12-658).
8. Permission to pay a materials and supplies stipend to qualified adult vocational teachers, behavior analysts, occupational therapists, physical therapists, school psychologists, social workers, and staffing specialists, presented by Rita Scallan and recommended by the Superintendent for approval (Exhibit 12-659).
9. Surplus and donation of a school bus to Okaloosa Academy, Inc., presented by Jay McInnis and recommended by the Superintendent for approval (Exhibit 12-660).
10. TremCare Service Agreement between the School Board of Okaloosa County and Weatherproofing Technologies, Inc. (WTI), a subsidiary of Tremco Incorporated, to provide roof warranties for multiple school sites, presented by Dr. Bill Smith and recommended by the Superintendent for approval:
 - A. Bob Sikes Elementary School (Exhibit 12-661)
 - B. CHOICE High School/Applied Technology Center (Exhibit 12-662)
 - C. Crestview High School (Exhibit 12-663)
 - D. Crestview High School Weight Room (Exhibit 12-664)
 - E. Destin Elementary School (Exhibit 12-665)
 - F. Eglin Elementary School (Exhibit 12-666)
 - G. Elliott Point Elementary School (Exhibit 12-667)

REGULAR MEETING – SEPTEMBER 24, 2012

- H. Fort Walton Beach High School (Exhibit 12-668)
 - I. Wright Elementary School (Exhibit 12-669)
11. Volunteer Lists, compiled by Kaye McKinley and recommended by the Superintendent for approval (Exhibit 12-670).
 12. Agreement of Clinical and Field-Based Experiences between the School Board of Okaloosa County and Fort Hays State University, presented by Guyla Hendricks and recommended by the Superintendent for approval (Exhibit 12-671).
 13. Educational Program Support Agreement between the School Board of Okaloosa County and the Doolittle Institute, Inc., to provide educational and training programs for STEMM Center students and teachers, presented by Rodney Nobles and recommended by the Superintendent for approval (Exhibit 12-672).
 14. Out-of-Field Report for first semester of the 2012-2013 school year, presented by Christy McInnis and recommended by the Superintendent for approval (Exhibit 12-673).
 15. Personnel Recommendations, presented by Mike Foxworthy and recommended by the Superintendent for approval:
 - A. New Hire Report (Exhibit 12-674)
 - B. Leave Requests (Exhibit 12-675)
 - C. Transfer Report (Exhibit 12-674)
 - D. Suspension of Employee #xxx-xx-9906 (Exhibit 12-676)
 16. Employment Separations, presented by Mike Foxworthy and recommended by the Superintendent for approval (Exhibit 12-677).
 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: None
 18. Request to advertise a public hearing for revision of School Board Policy 6-35(B)(5) Terminal Pay for Accumulated Sick Leave-Resignation or Retirement, presented by Mike Foxworthy and recommended by the Superintendent for approval (Exhibit 12-678).
 19. Zoning Waivers, presented by Rodney Nobles and recommended by the Superintendent for approval (Exhibit 12-679; see Zoning Waiver file).
 20. Bids and Purchasing, presented by Vince Windham and recommended by the Superintendent for approval (Exhibit 12-680):
 - A. Approval of Bids and Purchasing Requests: None
 - B. Rejection of Bids and Purchasing Requests: None
 - C. Service Agreements:
 - (1) SA# 13-57 Matthew Fossa, Provide double reed instruction, Niceville High School - \$4500.00 (Internal Funds-Band Boosters)
 21. Memorandum of Understanding between the School Board of Okaloosa County and the Okaloosa County Sheriff's Office regarding distribution of funds under the Megan Warman Driver Education Safety Ordinance, presented by Jerry Sansom and recommended by the Superintendent for approval (Exhibit 12-681).
 22. Budget Amendment #12 for June 2012, presented by Rita Scallan and recommended by the Superintendent for approval (Exhibit 12-682).

REGULAR MEETING – SEPTEMBER 24, 2012

23. Monthly Financial Report for June 2012 – Revised September 19, 2012, presented by Rita Scallan and recommended by the Superintendent for approval (Exhibit 12-683).

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

DISCUSSION AGENDA: None

CONSTRUCTION PROGRAM/OWNER'S REPRESENTATIVE'S BUSINESS:

1. Program No. 4, Task Order No. 25, GMP for Fort Walton Beach High School Phase 2 Renovation Project, in the amount of \$1,056,762.00, presented by Dr. Bill Smith and recommended for approval by the Superintendent was approved on a motion by Mr. Kelley, seconded by Ms. Thrush and carried 4-0 (Exhibit 12-684).
2. Motion to approve Program No. 4, Task Order No. 23, Change Order #1, Owner Direct Purchase of Materials in the amount of \$26,074.00, presented by Dr. Bill Smith and recommended by the Superintendent for approval, was made by Mr. Kelley, seconded by Ms. Thrush and carried 4-0 (Exhibit 12-685).

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 12-686)

Dr. Tibbetts announced that Florida law designates the first two weeks of October as Disability History and Awareness Weeks by Florida law. It promotes providing instruction for students to expand their knowledge, understanding, and awareness of individuals with disabilities, disability history, and the disability rights movement.

Dr. Tibbetts acknowledged the passing of Dr. Fran Wasson-Gerstman, a long-time educator and administrator in the school district.

Dr. Tibbetts announced that the Choctawhatchee High School 60th Anniversary Celebration was a great success.

BOARD MEMBERS' ANNOUNCEMENTS/REQUESTS FOR INFORMATION:

Mrs. Frakes stated that she and Dr. Tibbetts attended the Gulf Power Symposium. Dr. Rick Harper, Director of the University of West Florida Office of Economic Development and Engagement, stated that Northwest Florida is ahead of other areas of the state and Okaloosa County is ahead of some of the surrounding counties in economic recovery.

Mrs. Frakes commended the planners and organizers of the Choctawhatchee 60th Anniversary Celebration.

Mrs. Frakes asked for an update on the paperless agenda process. Eric Mitchell reported that the BoardDocs End User Agreement and the District's Student Records Protection Agreement are being reviewed by Mr. McInnis and legal counsel for BoardDocs. Once those issues are resolved we can move forward with implementation.

REGULAR MEETING – SEPTEMBER 24, 2012

At the request of Ms. Thrush, Mr. Nobles explained the process used by staff to evaluate and meet class size requirements. Dr. Tibbetts stated that the district has met these requirements every year. Mrs. Frakes emphasized that class size requirements are mandated by Florida Statute; therefore, the Board expects the requirements to be met every year.

Mr. Nobles also reported that the new process of establishing employee identification numbers in place of using social security numbers is being field tested. All reports are being tested to verify that the correct person can be located with the alias number. He stated that all reports will not be final until the rollover of all records on June 30, 2013.

Mrs. Thigpen stated that she had the opportunity to meet Governor Scott during his visit to Davidson Middle School. The Governor had been to Fort Walton Beach High School earlier and met with teachers at both schools to hear their concerns. Karen Peek, President of OCEA, had the opportunity to have dinner with Governor Scott at the Governor's Mansion. She invited Mrs. Peek to share her experience.

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

Teresa Epperson, Recorder

ALEXIS TIBBETTS, Ed.D.
SUPERINTENDENT AND
CORPORATE SECRETARY

RODNEY L. WALKER
CHAIRMAN OF THE BOARD