

## WORKSHOP MEETING – SEPTEMBER 6, 2012

The School Board of Okaloosa County met in Workshop Session on September 6, 2012, in the School District Administration Building, 120 Lowery Place, SE, Fort Walton Beach, Florida.

PRESENT: Rodney L. Walker, Chairman  
Cathy Thigpen, Vice-Chairman  
Cindy Frakes  
Chuck Kelley  
Melissa Thrush

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

The Chairman called the meeting to order at 9:05 a.m., the purpose of the meeting being to review Agenda items, thereby expediting the Regular Meeting. Items may be considered in random order to accommodate visitors and presenters. Routine items not discussed during the Workshop were reviewed prior to the meeting with no further questions or comments by the Board.

The Chairman made the following changes to the Agenda: Added as Consent #29I, SES Agreement with Integrious Solutions; added as Consent #30I, Student Records Protection Agreement with Integrious Solutions

Ms. Thrush inquired about the procedure that administrators follow in the dropout prevention plan making parents aware of the placement options if there is a need to remove a student from particular school due to issues unrelated to their academic status. Lois Handzo, Director of Student Services, responded that a team meets with the parents to determine the best placement for that particular student. She explained that the updated plan aligns with State statutes that dropout prevention placement is voluntary, and parental consent is required. The District's plan has been reformatted to include the most current offerings by the District which follows State statutes. Mr. Walker clarified that under the plan, the school has the authority to return the student to their zoned school should they not abide by certain rules and regulations, and an agreement is signed in this regard at the time of placement.

In response to Ms. Thrush's question about the offering of a performance based diploma component in the north part of the district, Mrs. Handzo responded that ECCI North is one model, and she explained that principals may choose to have a performance-based component in their schools, which are in addition to the ECCI component.

Ms. Thrush noted that in the past there have been issues with some of the charter bus programs, and asked if there are additional choices of companies this year. Vince Windham, Purchasing Director, responded that issues that have arisen over the past few years are addressed in the new contract, and that the new contract has stronger terms and conditions.

Ms. Thrush confirmed that she has been involved in discussions regarding the naming of the new mathematics lab at the STEMM Center, and stated that Mr. Morris Davis has offered a generous donation which is reasonable for his request that the lab be named in honor of his deceased wife, a former math teacher, "The Linda J. Davis Mathematics Lab."

In reference to the self help construction project of a therapy pool at Richbourg School, Ms. Thrush voiced concern about insurance and liability issues. Mr. McInnis responded that those would be covered as a district facility. Dr. Tibbetts noted significant funding for the project has come from generous donation through the annual Pandora's Children's Invitational Tournament.

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With regard to the 2012-2013 Title I Supplemental Educational Services Contracts, Mrs. Frakes asked if there is a process in place to insure contract delivery, if it is the District's responsibility to insure service delivery, and if the District has any recourse if the providers do not provide services. Joan Pickard, Title I Specialist, stated that upon receipt of the list of approved providers from the State, the District sends an invitation to the providers to participate, and they follow the rules and guidelines of the District. Mr. McInnis clarified that changes in the proposed contracts address issues that have occurred in previous years. The District monitors and enforces the local contract with the provider of services, and does have recourse under the contract.

Lois Handzo addressed questions from Ms. Thrush regarding the School Health Services Plan. She stated that if a student is identified to have medical nutrition related problems, a nutritional assessment and counseling through the Sodexo dietitian is provided. Additionally, if an ESE student has dietary issues, Sodexo representatives are present at the IEP meeting.

With regard to the Program Standards that clinics in each school must meet DOE requirements, Mrs. Handzo explained that statute requires the Health Department to oversee and monitor the school clinics. The school clinics will be monitored once this year by a County Health Department team, along with the District's PSA representatives, and there is an appeals process and opportunity for the District or PSA to refute any findings that may be provided.

In response to questions regarding the contract with Carlton Palms Educational Center, Mrs. Handzo stated that according to statute, the parents' county of residence is responsible for the educational funding of a student who is placed in a residential facility. Okaloosa School District will collect the FTE for this particular student and will then be forwarded to the residential facility since it is out of county. The facility will provide attendance records to the District to insure that the student is receiving educational services.

Ms. Thrush asked if the contract services from Siemens Industry for the renewal of RFP 09-P04 energy savings program is on an as-needed basis. Steve Bolton, Director of Maintenance, stated that yes, depending on the nature of the call, Siemens is the contractor to perform minor repairs or replacement of existing controls at the District's facilities.

Mrs. Frakes inquired as to the goal of the service agreement with Carl Payne to provide parent liaison services at Edwins Elementary School. Joan Pickard, Title I Specialist, responded that the goal is that the liaison connects the school with the parents of those students who are not successful academically or behaviorally, and addresses any issues, as well as to build general community relationships. She stated that Mr. Payne has been involved as a school volunteer with students who have discipline problems. The advantage of providing services under a service agreement is that Mr. Payne has established a rapport with students and families, and can perform home visits after school hours, transport parents to the school for conferences if needed, and other after school activities. Mrs. Hendricks commented that a formal discipline plan is in place, and that data is recorded and kept regarding the interaction Mr. Payne has with the students and families. At the request of Mrs. Frakes, data in this regard will be presented to the Board at the end of the school year. Greg Butler, OCEA Director, commented that there is an approved parent educator job description that the Board may want to consider for these services.

With regard to the proposed Capital Outlay Five-Year Work Plan for Fiscal Years 2012-2013 through 2016-2017, Ms. Thrush voiced concern about the large percentage of capital revenue allocated to Board members as capital discretionary funds, and stated that she will make a motion at the regular meeting Monday evening that capital discretionary funds not be allocated to Board members. She stated that projects have

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been designated for capital uses that meet the same needs for which some of the School Board member capital discretionary funds have been used, and is difficult to collectively track. She stated that the Board members are allocated capital discretionary funds when it appears that site work, paving and drainage issues are under-funded. She suggested that the Board collectively look instead at the District's biggest needs, such as technology, facilities and transportation.

Ms. Thrush expressed that another concern with the proposed plan is the allocation for band instruments. She noted that funds were not allocated the previous year. She stated support for funding band instruments; however, previously Board members would appropriate their capital discretionary funds to purchase band equipment when there was already an allocation in the capital revenue, under a separate project number, for this purpose. Rita Scallan, Chief Financial Officer, commented that due to the significant reductions in the budget last year, and because schools had replenished their equipment, funding for band instruments last year was a viable area to make a reduction without significantly impacting the schools.

Mrs. Frakes asked if a pro-rated share of funds based on band membership had been considered instead of dividing it equally among the schools. Mrs. Scallan responded that the allocation could be pro-rated; however, the largest schools would receive most of the funding and the smaller schools would receive the least. She stated that often times the smaller schools do not have the booster participation to raise money, whereas the larger schools have more participation and involvement in fundraising.

Mr. Kelley clarified that Board members do not propose to appropriate their discretionary capital dollars arbitrarily, but that it is at the request of principals who know their schools' needs, and after evaluating that need with the principal.

Dr. Tibbetts announced that Lee Hale, Principal of Meigs Middle School, has been selected to be on the Commissioner's Leadership Academy.

The Board members reminded everybody of the public hearing scheduled Monday evening at 6:15 regarding the final budget, and of the public hearing originally scheduled for August 27<sup>th</sup> regarding the revised job description of School Custodian II/Day Custodian.

Steve McLaughlin, Curriculum Specialist, addressed questions from Ms. Thrush regarding the reduction of AP and AICE set-aside funds, and what is necessary for a non-certified AICE school to become certified. He stated that last year set-aside funds were reduced by one-half in order to accommodate the budgets at the individual schools, and it was not restored this year due to the continued budget straits. Cambridge University demands a relatively stringent set of accommodations before certifying a school, and it is very difficult to get their approval. He gave detail of the criteria involved. He stated that Choctawhatchee High School is the only one of the four large high schools not certified, and they chose not to proceed because of the upfront cost at a time when they were in a declining enrollment.

In response to Ms. Thrush's comments regarding the math and science coaches, and the addition of one peer evaluator, Dr. Tibbetts explained that the peer evaluators assist on the effective teacher evaluation instrument, and one was added because of increase of beginning teachers. With the new high school graduation requirement, it will be important to improve the elementary and middle school math FCAT scores, and the math coaches will assist the teachers and students in this area.

Dr. Tibbetts responded to Ms. Thrush's questions regarding the Charlotte Danielson model proposed for teacher evaluations. The teacher evaluation committee voted to continue the use of the 2007 model and with My Learning Plan. She stated that

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the cameras used for the reflection piece of the evaluation instrument are not part of the 2007 model, and it is proposed that one camera be purchased for each school. Mrs. Frakes expressed concern about the expense and inquired about how the cost would be reflected in the budget. Mr. Walker commented on the significant expense, but would support the purchase of a camera for each area of the district to be used as a pilot. He clarified that the contract strictly prohibits using the cameras for evaluation purposes. Dr. Tibbetts explained that teachers would record themselves with the 360 degree cameras and would use them only for self reflection in an effort to improve their efficiency.

Karen Peek, President of OCEA, stated that their position is that self reflection is beneficial; however, they are opposed to the expenditure of a camera package at this time. She commented that each school has multiple video cameras that are one dimensional which could be used at this stage in professional development. She recommended that the District wait a few years and see if that particular type of professional development which is implemented in the neighboring counties improves the quality of instruction.

Mrs. Scallan explained how the professional development library and equipment are funded in the budget. Following discussion, it was the consensus of the Board to move the allocation for the two components to a reserve prior to Board action at the regular meeting Monday evening.

Karen Peek addressed the Board regarding OCEA's opposition to the addition of math and science coaches. Additionally, the organization recognizes the need to add assistant principals at the four large high schools, but requested that the assistant principals be removed from the elementary schools if there is a need at the high school level.

There being no further business, the meeting was adjourned at 11:00 a.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