

MINUTES

LAFAYETTE COUNTY SCHOOL BOARD

WORKSHOP, APRIL 19, 2016

The Lafayette County School Board held a workshop on Tuesday, April 19, 2015 at 5:00 p.m. Present were Mr. Robert Edwards, Superintendent of Schools; Mrs. Amanda Hickman, Chairperson; Mrs. Marion McCray, Vice Chair; Mr. Darren Driver, Member; Mr. Jeff Walker, Member; Mr. Taylor McGrew, Member; and Ms. Leenette McMillan-Fredriksson, School Board Attorney. The following items were discussed:

Electronic Record Management – Presentation by YellowFolder

The School Board participated in a webinar presented by Josh Ferrell, with YellowFolder. As discussed at the school board meeting last month, YellowFolder offers a cloud-based paperless document management service specifically designed for schools. Mr. Ferrell explained that in conjunction with Skyward, YellowFolder works with your existing student information system and human resources information to store, index, and protect important records. Mr. Ferrell gave an explanation of the various services provided and payment terms outlined in the proposed contract with YellowFolder. Board members were given the opportunity to ask questions and were given a copy of the proposed contract to review before making a decision on this matter.

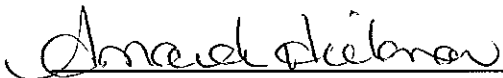
Annual Educational Equity Update


The Annual Educational Equity Update, which will be presented for School Board approval at the regular meeting today, was briefly discussed. Superintendent Edwards asked if anyone had any questions or comments regarding the Equity Update. Mr. Taylor McGrew stated that he continues to be concerned about employment equity. Employment data shows that administrative and instructional positions in the school district are underrepresented by the minority populace across all

positions listed in the report. Superintendent Edwards stated that the district is diligently working to address this issue. Mr. Edwards reported that he has met with Florida A&M, FSU, and UF to discuss greater access to minority applicants. Last year Florida A&M minority educational graduates were invited to attend a breakfast at Lafayette High School and tour our facilities. Mr. Edwards added that we will continue to attend recruitment fairs presented by NEFEC and the Florida Department of Education as well as fairs at colleges and universities.

Adjourn

The workshop was declared adjourned at 6:05 p.m.


Amanda Hickman, Chairperson

ATTEST: 
Robert Edwards, Superintendent
and Secretary to the School Board

MINUTES

LAFAYETTE COUNTY SCHOOL BOARD

REGULAR MEETING, APRIL 19, 2016

The Lafayette County School Board convened in regular session, April 19, 2016 beginning at 6:05 p.m.

Present were Mr. Robert Edwards, Superintendent of Schools; Mrs. Amanda Hickman, Chairperson; Mrs. Marion McCray, Vice Chair; Mr. Darren Driver, Member; Mr. Jeff Walker, Member; Mr. Taylor McGrew, Member; and Ms. Leenette McMillan-Fredriksson, School Board Attorney.

CALL TO ORDER

Mrs. Amanda Hickman called the meeting to order at 6:05 p.m. Mr. Taylor McGrew gave the invocation and Superintendent Edwards led the Pledge to the Flag.

CITIZEN INPUT

Peggy Grill Addresses School Board – Ms. Peggy Grill addressed the School Board regarding the Center for Autism & Related Disabilities (CARD). Ms. Grill asked for the School Board's support in the upcoming Suwannee River Paddle for Autism Event scheduled for Saturday, April 30, 2016. All proceeds from donations will go the University of Florida Center for Autism and Related Disabilities for autism services in the Lafayette County area. The Superintendent and School Board thanked Ms. Grill for her presentation.

RECOGNITIONS/PRESENTATIONS

SCHOOL BOARD WELCOMES MARENDA GOODWIN – The Superintendent and School Board welcomed Mrs. Marena Goodwin to the meeting. Mrs. Goodwin retired April 30, 1991 after having served in the Superintendent's Office for over 30 years. The regular school board meeting for the month of April is celebrated as "Marena Goodwin Day". The Superintendent and School Board expressed their appreciation to Mrs. Goodwin for her many years of service to the school system.

STUDENT OF THE MONTH - The students named below were recognized for being selected *Student of the Month* for April 2016:

LES (K-2) – Braxton Underwood	LMS – Kaili Dewey
LES (3-5) – Miracle Fundora	LHS – Marelin Honkala
LHS – Evan Starling (March SOM)	

Each student received congratulations from the Superintendent and School Board along with a Certificate of Award and Student of the Month notebook.

1. ADOPTION OF AGENDA

Mrs. Hickman noted that there is an addendum to the agenda. She also advised of an additional fundraiser request from the seventh grade class. Mr. Taylor McGrew moved to approve the agenda including the addendum and fundraiser addition as noted above. Mr. Darren Driver gave the second. The agenda was unanimously adopted by the School Board.

2. APPROVAL OF MINUTES

The Minutes of the March 15, 2016 school board meetings were unanimously approved after a motion by Mrs. Marion McCray and a second by Mr. Jeff Walker. (Minutes to be typed in official Minute Book)

3. CONSENT ITEMS

The consent agenda, as recommended by Superintendent Edwards, was presented for the Board's approval. Mr. Taylor McGrew moved to approve the consent agenda as recommended by Mr. Edwards. Mr. Darren Driver seconded the motion which was unanimously approved. These items are listed below:

- 3.01 **Personnel:** (a) Recommendations – Administrative – Approved Stephen Clark for the position of Principal at Lafayette Elementary School for the 2016-2017 school year.

Recommendations – Instructional – Approved Gwen Vann for the 2016 LES Third Grade Summer Reading Camp teaching position.

Recommendations – Non-Instructional – Approved Dana Jackson for the position of Account Clerk in the District School Board Office to replace Joyce Hicks when she retires.

- 3.02 Approved 2016-2017 Title X, Part C, Project Application: Education of Homeless Children and Youth. (Project application on file in district office)
- 3.03 Approved request for Brad Lee Sullivan to attend school in Columbia County for the 2016-2017 school year.
- 3.04 Approved requests for the following students to participate in the dual enrollment program at NFCC: Dawson Jackson, Sarah Jackson, Tara Byrd, Ashley Rehberg, Savannah Medlin, Hannah McCray, Caroline Perry, Courtney Dees.
- 3.05 Approved FDLRS Project Application for the 2016-2017 school year. (Project Application on file in district office)

4. ACTION ITEMS

- 4.01 **SCHOOL BRD. APPROVES ERROR CORRECTION IN JOB DESCRIPTIONS FOR PRINCIPAL, HIGH SCHOOL AND PRINCIPAL, ELEMENTARY SCHOOL** – Corrected job descriptions for the positions of Principal, High School and Principal, Elementary School were presented for the School Board's approval. These job descriptions were approved at the March 15, 2016 School Board meeting. Shortly after posting, the district office realized that the job descriptions for Principal, LES and LHS, stated that principal training completion was required to be eligible for the position. This was not what the School Board intended. The job descriptions were then corrected clarifying that the training was "preferred," and was not a prerequisite to be eligible to apply. An email was forwarded to school employees clarifying this matter. Following discussion, Mrs. Marion McCray moved to approve the corrected job descriptions for Principal,

High School and Principal, Elementary School. Mr. Jeff Walker gave the second. The vote for approval was unanimous.

4.02 **SUMMER SCHOOL CALENDAR APPROVED** – The 2016 Summer School Calendar was unanimously approved following a motion by Mr. Jeff Walker and a second by Mr. Darren Driver. (Summer School Calendar on file in district office)

4.03 **SCHOOL BOARD APPROVES AGREEMENT TO PROVIDE G.R.E.A.T. CURRICULUM** – A Law Enforcement and Educational Agency Agreement to provide G.R.E.A.T. (Gang Resistance Education and Training) curriculum to students at LES and LHS was presented for the School Board's review and approval. The G.R.E.A.T. Program provides students with opportunities to model and practice life skills and attitudes needed to treat others with respect and empathy, make better choices, and set positive and achievable goals. Following discussion, Mr. Taylor McGrew moved to approve the Law Enforcement and Educational Agency Agreement to provide G.R.E.A.T. curriculum to students at LES and LHS. Mrs. Marion McCray gave the second, which was unanimously approved. Our School Resource Officer, Jacquelyn Tysall, will be teaching these classes.

4.04 **SCHOOL BOARD APPROVES POLICIES FOR ADVERTISING** - The following was presented for the School Board's review and approval for advertising: (1) New school board policy-- *Virtual Instruction*; (2) Revisions/updates to various school board policies based on legislative changes and to reflect editorial, grammatical, and citation edits. In regard to the policies presented for revisions/updates, Superintendent Edwards explained that a discrepancy had been found in School Board Policy No. 6.16 – Substitute Teachers. The policy (No. 6.16) sent

out in board packets last week stated that applicants who seek employment as substitute teachers must hold a high school diploma or equivalent *and a minimum of sixty semester hours of credit from an accredited college or university.* Lafayette School District does not require college credit to become a substitute teacher. Therefore, the policy was corrected to state that applicants who seek employment as substitute teachers must hold a high school diploma or equivalent. Following discussion, Mr. Taylor McGrew moved to approve the new policy and policy revisions for advertising. Mr. Jeff Walker gave the second. The vote for approval was unanimous. A public hearing will be held on this matter at the next regular school board meeting.

4.05 ANNUAL EDUCATIONAL EQUITY UPDATE APPROVED – The 2015-2016 Lafayette School District Annual Educational Equity Update was presented for the Board's approval. Following discussion, the Equity Update was unanimously approved on a motion by Mr. Jeff Walker and second by Mrs. Marion McCray. As noted in the workshop Minutes, the district is diligently working to address minority underrepresentation in employment. (Equity Update on file in district office)

4.06 SCHOOL BOARD APPROVES ACTUARIAL SERVICES AGREEMENT – Mrs. Tammi Maund, Finance Director, presented the Actuarial Services Agreement. Mrs. Maund explained that the actuarial study is required by GASB 45, which is an accounting and financial reporting provision requiring government employers to measure and report the liabilities associated with postemployment benefits. Mrs. Marion McCray moved to approve the Actuarial Services Agreement with Stanley, Hunt, DuPree and Rhine. Mr. Darren Driver seconded the motion. The vote for approval was unanimous. (Agreement on file in district office)

4.07 FUNDRAISER REQUESTS APPROVED – The fundraiser requests listed below were unanimously approved following a motion by Mr. Taylor McGrew and a second by Mr. Darren Driver: (1) *Fifth Grade Class - 2016 Tiny & Little Miss LHS Pageant, October 1, 2016*; (2) *Seventh Grade Class – Summer Sportsman Basket Raffle, May 16-23, 2016 with drawing to be held at Spring Football Game on Thursday, May 26, 2016.*

4.08 SCHOOL BOARD APPROVES ADDITIONAL MATH/SCIENCE TEACHER POSITION AT LHS – Superintendent Edwards recommended an additional math/science teaching position at Lafayette High School. He stated that his recommendation is based on student need and increased enrollment. LHS Principal, Stewart Hancock, talked with the Board and explained the benefits of adding this position. Mr. Hancock stated that with our existing math department, we would be short math teachers versus sections offered. Following discussion, Mr. Jeff Walker moved to approve the Superintendent’s recommendation to add a math/science teaching position at LHS. Mrs. Marion McCray gave the second, which was unanimously approved. This position will teach four sections of College Readiness Math and two sections of Physical Science.

4.09 SCHOOL BOARD TO PIGGYBACK ON SCSB’S BID FOR ROOFING – Mr. Joey Pearson, Director of Support Services, talked with the Board about the upcoming LES Roof and Renovation Project on Building No. 24. Mr. Pearson recommended that we piggyback on Suwannee County School Board’s bid for roofing as they have recently completed this bid process. Following discussion, Mrs. Marion McCray moved to approve Mr. Pearson’s recommendation to piggyback on Suwannee County School Board’s bid for roofing. Mr. Jeff

Walker seconded the motion which was unanimously approved. The approved piggyback contract price with O'Neal Roofing is \$322,716.97. (Project information on file in district office)

4.10 SCHOOL BOARD APPROVES GMP FROM LYNCH CONSTRUCTION – Mr. Joey Pearson presented the Contract Summary for the LES Roof and Renovation Project for Building No. 24 submitted by Harlie Lynch Construction, Construction Manager. After reviewing the Contract Summary, which included all bid tabulations for this project, Mr. Jeff Walker moved to approve the Guaranteed Maximum Price in the amount of \$540,198.84. Mr. Darren Driver gave the second. Motion carried unanimously. (Project Information on file in district office)

4.11 BILL LIST APPROVED FOR PAYMENT – The bill list, as presented ready for payment, was unanimously approved following a motion by Mr. Taylor McGrew and a second by Mr. Jeff Walker. (Bill list on file with Supplemental Minutes)

4.12 BUDGET AMENDMENT APPROVED – The following budget amendment was unanimously approved on a motion by Mr. Taylor McGrew and a second by Mr. Darren Driver: CO & DS No. 1.

5. ITEMS FOR INFORMATION

5.01 Principal's Monthly Financial Report on Internal Funds.

5.02 Purchase Orders.



5.03 Financial Statement.

5.04 School Choice Legislation – The School Board briefly discussed school choice legislation that will allow students (so long as they're not subject to expulsion or suspension orders) to attend any public school in the state that has not reached capacity. This will begin in the 2017-2018 school year.

5.05 Construction of Sidewalks to Sports Facilities – Joey Pearson gave an update on this project which is a requirement noted in last year’s audit by the Office of Equal Educational Opportunity, Civil Rights On-site Compliance Review. Mr. Pearson reported that the three quotes received on this project were all under our sealed bid threshold of \$50,000.00. Work on this project will begin the first of June 2016.

ADJOURNMENT

With business complete, the meeting was declared adjourned at 7:15 p.m.

 ATTEST: 
Amanda Hickman, Chairperson Robert Edwards, Superintendent
and Secretary to the School Board

MINUTES

LAFAYETTE COUNTY SCHOOL BOARD

SPECIAL SESSION, APRIL 29, 2016

The Lafayette County School Board convened in special session Friday, April 29, 2016 beginning at 12:00 noon. Present were Mr. Robert Edwards, Superintendent of Schools; Mrs. Amanda Hickman, Chairperson; Mrs. Marion McCray, Vice-Chair; Mr. Darren Driver, Member; Mr. Jeff Walker, Member; and Mr. Taylor McGrew, Member. Ms. Leenette McMillan-Fredriksson, School Board Attorney, was not present.

CALL TO ORDER

Mrs. Amanda Hickman called the special session to order at 12:00 noon.

1. ADOPTION OF AGENDA

The agenda was unanimously adopted on a motion by Mr. Taylor McGrew and a second by Mrs. Marion McCray.

2. CONSENT ITEMS

The consent agenda, as recommended by Superintendent Edwards, was unanimously approved following a motion by Mr. Taylor McGrew and a second by Mrs. Marion McCray. This item is listed below:

- 2.01 Personnel: Recommendation – Volunteer Coach – Approved Chad Hempstead to serve as a volunteer assistant coach (Football).

3. ACTION ITEMS

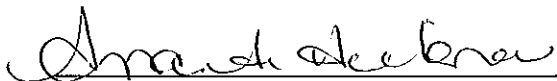
- 3.01 **SCHOOL BOARD APPROVES REVISED GMP FROM LYNCH CONSTRUCTION** – Mr. Joey Pearson presented the revised Contract Summary and GMP (Guaranteed Maximum Price) for the LES Roof and Renovation Project for Building No. 24 as submitted by Harlie Lynch, Construction Manager for the project. Mr. Pearson explained that the revision was made after

the School Board decided to piggyback on Suwannee County School Board's bid for roofing with O'Neal Roofing (this action was taken at the April 19, 2016 school board meeting). He noted that construction manager fees do not apply for the roofing contract price (\$322,716.97) with O'Neal Roofing. The revised Contract Summary and GMP reflect this change and thus saves the school district approximately \$20,000.00 in fees for this project. Following discussion, Mr. Jeff Walker moved to approve the revised GMP for this project. Mr. Taylor McGrew seconded the motion which was unanimously approved. (Project information on file in district office)

3.02 DIGITAL RECORDS MANAGEMENT – An Agreement with YellowFolder to provide digital records management services was presented for the School Board's review and approval. After a lengthy discussion regarding the advantages and disadvantages of going with digital records management, Mr. Jeff Walker made the motion not to approve the agreement. Mrs. Marion McCray seconded the motion which was unanimously approved. The School Board expressed that they liked the concept of digital records management but did not feel comfortable approving the agreement at this time.

ADJOURNMENT

With business complete, the meeting was declared adjourned at 1:05 p.m.



Amanda Hickman, Chairperson

ATTEST:



Robert Edwards, Superintendent
and Secretary to the School Board