

The mission of the Washington County School District is to empower all students to become well educated, productive citizens by providing appropriate, high quality, and rigorous educational programs in a safe learning environment.

**REGULAR MEETING  
WASHINGTON COUNTY SCHOOL BOARD  
April 10, 2017 - 5:00 P.M.  
Board Room – Administration Building  
Chipley, Florida**

**MINUTES**

The Washington County School Board met in Regular Session at the designated time and place. Chairman Vann Brock, Vice Chairman Susan Roberts, Mr. Terry Ellis, Mr. Milton Brown, Dr. Lou Cleveland, Attorney Jeff Goodman, and Superintendent Joseph Taylor were present.

**I. CALL TO ORDER/ADOPTION OF THE AGENDA**

Chairman Vann Brock called the meeting to order. The amended agenda was unanimously approved on a motion by Mr. Milton Brown and seconded by Ms. Susan Roberts.

**CHANGES**

**III. PRESENTATIONS:**

- **Sunshine State Scholar – Payton Poppell**

**IV. CONSENT ITEMS:**

- 7. **DELETE** - Approval of Disposal of Property

- 15. **ADD - Approval of Purchase Order for replacement of VHS Phone System**

**IX. HUMAN RESOURCES FOR THE DISTRICT:**

**A. District:**

- 1. **MOVED** - Approval of transfer of Amanda Clark from secretary/receptionist position to finance/insurance clerk position

**L. Vernon High School**

- 3. **CORRECT** - Approval of employment recommendation of Gerald Tranquille, Athletic Director and Head Football Coach, effective **April 17, 2017** – December 31, 2017

**II. DISTRICT/SCHOOL UPDATE: None**

**III. PRESENTATIONS:**

**Recognition Kim Miller**

In memory of Cosmetology Instructor Kim Miller, Martha Compton, Director of FPTC and staff honored his legacy to his program. Ms. Compton acknowledged his family and told them that they are going to offer each year a Michael Kim Miller cosmetology scholarship to a student.

**Sunshine State Scholar – Payton Poppell**

Gail Riley, Director of Curriculum and Instruction, recognized and presented Payton Poppell, Junior at Vernon High School, with a certificate of achievement for being the 2016 Florida Sunshine State Scholar.

**IV. CITIZENS REQUEST:**

**The Washington County School Board welcomes you to this meeting. This is time set aside for individuals to address the School Board. This is not a question and answer period, it is not a political forum, nor is it a time for personal accusations and derogatory remarks to/ or about school personnel. If you would like to address the School Board please come to the podium, state your name and address for the record and limit your comments to not more than five (5) minutes. Your participation is welcomed and appreciated. None**

**V. FACILITIES: None**

**VI. CONSENT ITEMS:**

1. Approval to pay monthly bills; Approval of the Financial Report and Budget Amendments
2. Approval of minutes for Regular School Board Meeting on March 6, 2017
3. Approval of Substitutes/Volunteers
4. Approval of 2017-2018 Florida School Board Association (FSBA) annual dues
5. Approval of 2017 Project Graduation donation
6. Approval of contract with Kaylen Randall, CCC-Speech Language Therapy
8. Approval of contract with Seminole County
9. Approval of Title 1, Part D, Subpart 1 Reallocation of Funds at Okeechobee
10. Approval of Vernon Elementary School 4<sup>th</sup> grade field trip to FunZone in Dothan Alabama on Friday, May 12, 2017
11. Approval of externship contract between CareerSource Chipola and Florida Panhandle Technical College
12. Approval of revisions to School Board Procedures and Student Progression plan
13. Approval of 2017-2018 School Calendar
14. Approval of custodial contract with GCA for the 2017-2018 school year – a one year extension
15. Approval of Purchase Order for replacement of VHS Phone System

**Chairman Vann Brock asked that the consent items be accepted as a whole. Mr. Taylor, Superintendent, recommended as presented; on a motion by Mr. Terry Ellis and a second Ms. Susan Roberts, consent items were unanimously adopted by the Board.**

**VII. OTHER ACTION ITEMS: None**

**VIII. PANHANDLE AREA EDUCATIONAL CONSORTIUM RECOMMENDATIONS:**

**A. OUT-OF-STATE TRAVEL**

1. Judy Hall and Larche Hardy, 2/28/17; Geneva, AL; Meeting with Outdoor Aluminum staff
2. Chandra Hayes, 3/21-26/17; Portland, OR; PreK Initiative Consortium Incentive Grant Meeting

**B. PROJECTS/CONTRACTS/AGREEMENTS/PROPOSALS/BIDS**

1. Bids
  - a. Results of PAEC RFP #17-03 Facilities Management Services
  - b. Results of PAEC RFP #17-05 E-Rate Consulting Services
  - c. Results of PAEC RFP #17-08 Office and Custodial Supplies
  - d. Results of ITN #17-10 for ERP Software Solution for School Finance/HR/Payroll
2. Contracts/Agreements
  - a. North East Florida Educational Consortium (NEFEC)
  - b. FSU Florida Center for Prevention Research (Amended)
  - c. Executive Speakers Bureau
  - d. McConnaughay, Coonrod, Pope, Weaver, Stern, P.A.
  - e. PCS Simplify and Technology Affiliation Agreement
  - f. Embry-Riddle Aeronautical University (Amended)
  - g. Kevin Shull
  - h. Jesse Carter
  - i. Mabry Gaboardi-Calhoun, Ph.D.
  - j. Melissa Kowieski

**C. HUMAN RESOURCES/PERSONNEL**

1. Resignation of Justin Brock, effective March 31, 2017

**D. PURCHASE ORDERS**

1. Riverside Publishing (Houghton Mifflin Harcourt Publishing Company)

**Chairman Vann Brock asked that the PAEC packet be accepted as a whole. Mr. Taylor, Superintendent, recommended as presented; on a motion by Ms. Susan Roberts and a second Mr. Milton Brown, the packet was unanimously adopted by the Board.**

**IX. HUMAN RESOURCES FOR THE DISTRICT:**

**A. District:**

1. Approval of transfer of Amanda Clark from secretary/receptionist position to finance/insurance clerk position
2. Approval of District Office Support Staff personnel recommendation for 2017-2018 school year
3. Approval of Data Center Non-Instructional personnel recommendation for 2017-2018
4. Approval of Instructional personnel recommendations for 2017-2018 school year
5. Approval of Non-Instructional personnel recommendations for 2017-2018 school year
6. Approval of Non-instructional personnel recommendations, Food Service, for 2017-2018 school year

7. Approval of retirement of Mike Park, Director of Maintenance/Transportation/Facilities & Operations, effective May 31, 2017
8. Approval of retirement of Gladys Wagner, bus driver/food service, effective June 30, 2017

**Mr. Taylor, Superintendent, recommended as presented; on a motion by Ms. Susan Roberts and a second by Mr. Terry Ellis, items were unanimously adopted by the Board.**

**B. Chipley High School:**

1. Approval of Instructional personnel recommendations for 2017-2018 school year
2. Approval of Non-Instructional personnel recommendations for 2017-2018 school year
3. Approval of retirement of Phyllis Jenkins, effective June 30, 2017

**Mr. Taylor, Superintendent, recommended as presented; on a motion by Dr. Lou Cleveland and a second by Mr. Terry Ellis, items were unanimously adopted by the Board.**

**C. Florida Panhandle Technical College:**

1. Approval of Instructional personnel recommendations for 2017-2018 school year
2. Approval of Non-Instructional personnel recommendations for 2017-2018 school year

**Mr. Taylor, Superintendent, recommended as presented; on a motion by Mr. Milton Brown and a second by Dr. Lou Cleveland, items were unanimously adopted by the Board.**

**D. Kate M. Smith Elementary School:**

1. Approval of Instructional personnel recommendations for 2017-2018 school year
2. Approval of Non-Instructional personnel recommendations for 2017-2018 school year
3. Approval of resignation of Jessica Mathis, teacher, effective June 30, 2017

**Mr. Taylor, Superintendent, recommended as presented; on a motion by Mr. Terry Ellis and a second by Ms. Susan Roberts, items were unanimously adopted by the Board.**

**E. Maintenance:**

1. Approval of Non-instructional personnel recommendation for 2017-2018

**Mr. Taylor, Superintendent, recommended as presented; on a motion by Mr. Terry Ellis and a second by Ms. Susan Roberts, item was unanimously adopted by the Board.**

**F. Okeechobee Youth Development Center: None**

**G. Roulhac Middle School:**

1. Approval of Instructional personnel recommendation for 2017-2018 school year
2. Approval of Non-Instructional personnel recommendation for 2017-2018 school year
3. Approval of retirement of Debra Corbin, teacher, effective June 30, 2017
4. Approval of leave of absence for Merissa Woods, attendance clerk, effective mid April, 2017 through May 31, 2017

**Mr. Taylor, Superintendent, recommended as presented; on a motion by Mr. Milton Brown and a second by Dr. Lou Cleveland, items were unanimously adopted by the Board.**

**H. Transportation:**

1. Approval of Non-Instructional personnel recommendation for 2017-2018 school year

**Mr. Taylor, Superintendent, recommended as presented; on a motion by Ms. Susan Roberts and a second by Mr. Terry Ellis, item was unanimously adopted by the Board.**

**I. Vernon Elementary School:**

1. Approval of Instructional personnel recommendations for 2017-2018 school year
2. Approval of Non-Instructional personnel recommendations for 2017-2018 school year

**Mr. Taylor, Superintendent, recommended as presented; on a motion by Mr. Terry Ellis and a second by Dr. Lou Cleveland, items were unanimously adopted by the Board.**

**J. Vernon High School:**

1. Approval of Instructional personnel recommendations for 2017-2018 school year
2. Approval of Non-Instructional personnel recommendations for 2017-2018 school year
3. Approval of employment recommendation of Gerald Tranquille, Athletic Director and Head Football Coach, effective April 17, 2017 – December 31, 2017

**Mr. Taylor, Superintendent, recommended as presented; on a motion by Mr. Milton Brown and a second by Ms. Susan Roberts, items were unanimously adopted by the Board.**

**K. Vernon Middle School:**

1. Approval of Instructional personnel recommendations for 2017-2018 school year
2. Approval of Non-Instructional personnel recommendations for 2017-2018 school year

**Mr. Taylor, Superintendent, recommended as presented; on a motion by Ms. Susan Roberts and a second by Mr. Milton Brown, items were unanimously adopted by the Board.**

**L. Washington Institute for Specialized Education (WISE):**

1. Approval of Instructional personnel recommendations for 2017-2018 school year

**Mr. Taylor, Superintendent, recommended as presented; on a motion by Mr. Terry Ellis and a second by Ms. Susan Roberts, item was unanimously adopted by the Board.**

**X. INFORMATIONAL ITEMS:**

Student Enrollment Report

Habitual Truancy Data

Average Daily Attendance

*See Supplement book for documentation.*

**XI. TIME RESERVED/SUPERINTENDENT:**

**National School lunch program positive review**

Dr. Bobbie Dawson, Director of Federal Programs and Food Services, informed the Board that from the administrative review team, (Florida Department of Agriculture and Consumer Services, Division of Food, Nutrition and Wellness) the Washington County district's National School lunch program and School breakfast program are in compliance with the rules and regulations. *See Supplement book for documentation*

**Public Workshop @ PAEC April 25, 2017 @ 5:30-7:00 PM**

The economic council is pulling together all the Boards in Washington county to meet semiannually for the purpose of collaborating opportunities for the county moving forward.

**Temporary appointment for Planning Commission**

Because of the retirement of Mike Park, Director of Maintenance/Transportation/Facilities & Operations, Mr. Taylor or a designee will be temporarily filling this position until a new Director is hired.

**XII. TIME RESERVED/BOARD MEMBERS:**

Ms. Susan Roberts requested to have a Workshop on the topic, Chartwells. The date will be determined.

**XIII. ADJOURN:** With no further business to discuss, the meeting was adjourned.

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**VANN BROCK, CHAIRMAN  
SUSAN ROBERTS, VICE-CHAIRMAN  
TERRY ELLIS  
MILTON BROWN  
DR. LOU CLEVELAND**

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**JOSEPH TAYLOR, SUPERINTENDENT/SECRETARY**