

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
May 8, 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.

There was a prayer by Dr. Lou Cleveland followed by the Pledge of Allegiance.

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

II. PRESENTATIONS:

- **Maria Pouncey Recognition – NASDME National LEA/LOA Migrant Administrator of the Year**

VI. CONSENT ITEMS:

19. ADD – Approval of Purchase of New School Buses

VIII. PANHANDLE AREA EDUCATIONAL CONSORTIUM RECOMMENDATIONS:

B. PROJECTS/CONTRACTS/AGREEMENTS/PROPOSALS/BIDS

2. Contracts/Agreements

- a. **Chemical Addictions Recovery Effort, Inc. (CARE) - ADDED**

IX. HUMAN RESOURCES FOR THE DISTRICT:

A. District:

2. DELETE - Approval of employment recommendation of James Mills, OYDC Principal, effective June 5, 2017

3. CORRECT - Approval of transfer of Tammy King, secretary/bookkeeper, from Kate M. Smith Elementary School to the District Office, effective **May 15, 2017**

F. Okeechobee Youth Development Center:

2. DELETE - Approval of resignation of Richard Newhouse, Senior Computer Network Technician, effective April 28, 2017

3. **ADD – Approval of Richard Newhouse, Network Technician, change of status to OPS**

H. Transportation:

2. **ADD – Approval of employment recommendation of Brandy Justice, bus driver, effective May 1, 2017**
3. **ADD – Approval of employment recommendation of Mary Ann Hendrix, monitor, effective May 8, 2017**
4. **ADD – Approval of Non-Instructional personnel recommendations for 2017-2018 school year**

I. Vernon Elementary School:

4. **DELETE** - Approval of leave of absence for Marilyn Collins, teacher, effective April 24, 2017
5. **ADD – Approval of resignation of Marilyn J. Collins, teacher, effective May 8, 2017**

J. Vernon High School:

3. Approval of resignation of David Edgar, Science Teacher, effective May 31, 2017

X. INFORMATIONAL ITEMS:

Average Daily Attendance
Habitual Truancy Data

II. DISTRICT/SCHOOL UPDATE: None

III. PRESENTATIONS:

United Way - VITA (Volunteer Income Tax Assistance) Recognition

Ms. Holly Hanson, representative of United Way-Northwest Florida, informed everyone that the VITA service offered in Washington County was a success (a free tax preparation--partnered with IRS). Ms. Hanson recognized Superintendent Taylor and Director of FPTC Ms. Martha Compton for participating in bringing this program to the county. She presented a certificate of appreciation and donated a check for \$1,200 to FPTC. Ms. Compton recognized the FPTC instructors who volunteered to train for this program and Ms. Hanson presented them with certificates, mileage and stipends for their time.

Dr. Maria Pouncey Recognition

NASDME National LEA/LOA Migrant Administrator of the Year

Superintendent Taylor and Director of PAEC Mr. John Selover, recognized Dr. Maria Pouncey for receiving NASDME National LEA/LOA Migrant Administrator of the Year. Florida was one of five to be recognized nationally. Dr. Pouncey was commended and honored for her work and outstanding achievement.

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 Public Hearing on April 10, 2017
3. Approval of minutes for Regular School Board Meeting on April 10, 2017
4. Approval of minutes for Student Hearing on April 10, 2017
5. Approval of Substitutes/Volunteers
6. Approval of 2017-2018 Perkins IV Allocation for Rural and Sparsely Populated Areas Counties agreements
7. Approval of contract with Carr Riggs & Ingram
8. Approval of four-day Summer Work Schedule 2017
9. Approval to advertise revisions to School Board Policies and Student Code of Conduct
10. Approval of updated agreement between FPTC and Washington/Holmes County Health Department, effective April 17, 2017
11. Approval of FPTC 2017 Summer Schedule
12. Approval of FPTC contract with Stericycle
13. Approval of contract with Harry Fleener as Assistant Girls Softball Coach, effective January 15, 2017 through March 10, 2017
14. Approval of contract with Celeste N. Shuler, Ph.D.
15. Approval of purchase order for PAEC Virtual Franchise
16. Approval of 2017-2018 Carl D. Perkins (Secondary) Grant Application
17. Approval of increase to School Lunch Prices
18. Approval of agreement with State of Florida, AHCA
19. Approval of Purchase of New School Buses

Chairman Vann Brock asked that the consent items be accepted as a whole. Mr. Taylor, Superintendent, recommended as presented; on a motion by Mr. Milton Brown and a second Mr. Terry Ellis, 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. John Summers – ISTE Conference, San Antonio, TX; June 25-28, 2017
2. Lisa Roderick, Erika Hall and Curlis Knowles – National Parent and Family Engagement Conference, San Francisco, CA; June 21-25, 2017
3. Larche Hardy – AEPA Executive Committee Meeting, Nashville, TN; July 25-28, 2016

B. PROJECTS/CONTRACTS/AGREEMENTS/PROPOSALS/BIDS

1. Program/Budget Amendments
 - a. Title I, Part A School Improvement Technical Assistance (program and budget)
2. Contracts/Agreements
 - b. DES of Florida, LLC (Amended)
 - c. Airspeed Networks (Amended)
 - d. Skyward, Inc.
 - e. GCA Services Group
 - f. McAllister & Quinn
 - g. School Messenger
 - h. Chemical Addictions Recovery Effort, Inc. (CARE)

C. HUMAN RESOURCES/PERSONNEL

1. Revised Job Description: Assistant Risk Manager
2. OPS Migrant Summer School Personnel
3. Part-time Technical Assistant

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:

B. District:

1. Approval of retirement of Jan Johnson, OYDC Principal, effective June 30, 2017
3. Approval of transfer of Tammy King, secretary/bookkeeper, from Kate M. Smith Elementary School to the District Office, effective May 15, 2017
4. Approval of Summer VPK Program Personnel
5. Approval of Instructional personnel recommendations for 2017-2018 school year
6. Approval of additional hours for Academic Analyst
7. Approval of Instructional personnel recommendations for 2017-2018 school year
10. Approval of Instructional personnel recommendation, Paula Ellis, Academic Analyst, for 2017-2018 school year
11. Approval of additional hours for Paula Ellis, Academic Analyst

Mr. Terry Ellis abstained from voting

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.

8. Approval of Instructional personnel recommendation, Dee Brock, Academic Analyst, for 2017-2018 school year
9. Approval of additional hours for Dee Brock, Academic Analyst

Mr. Vann Brock abstained from voting and passed the gavel to Vice Chairman Susan Roberts. 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. 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 75 summer hours for Richard Davenport, Band Director
4. Approval of 70 summer hours for Brian Solger, FFA teacher
5. Approval of 140 summer hours for Tiffany McKinney, Guidance Counselor

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.

D. 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
3. Approval of employment recommendation of Ashley Poole, Cosmetology Instructor, effective May 9, 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.

E. Kate M. Smith Elementary School:

1. Approval of resignation of Rana Oliver, School Secretary, effective May 15, 2017
2. Approval of employment recommendation of Rana Oliver, Secretary/Data Entry, effective May 16, 2017
3. Approval of Instructional personnel recommendations for 2017-2018 school year
4. Approval of Non-Instructional personnel recommendations for 2017-2018 school year
5. Approval of personnel for the Third Grade Summer Reading Camp, effective June 12, 2017
6. Approval of Sule Locke, Guidance Counselor for 35 extra hours in the month of June
7. Approval of Tiffany Clifton, Guidance Counselor for 35 extra hours in the month of June

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.

F. Maintenance: None

G. Okeechobee Youth Development Center:

1. Approval of Principal Designee supplement for Joe Entwistle, effective May 15, 2017
3. Approval of Richard Newhouse, Network Technician, change of status to OPS

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.

H. 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 70 summer hours for Guidance Counselor, effective June 1, 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.

I. Transportation:

1. Approval of school bus drivers additional pay for mid-day transport
2. Approval of employment recommendation of Brandy Justice, bus driver, effective May 1, 2017
3. Approval of employment recommendation of Mary Ann Hendrix, monitor, effective May 8, 2017
4. 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 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 35 summer hours for Alice Simmons, Guidance Counselor
5. Approval of resignation of Marilyn J. Collins, teacher, effective May 8, 2017

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.

K. 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 resignation of David Edgar, Science Teacher, effective May 31, 2017
4. Approval of 140 summer hours for Lisa Taylor, Guidance Counselor
5. Approval of 75 summer hours for John Harcus, Band Director

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. 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
3. Approval of 70 summer hours for Sarah Short, Guidance Counselor
4. Approval of level increase for Paula McDonald, bookkeeper, effective May 9, 2017
5. Approval of level increase for Donna Taylor, secretary, effective May 9, 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.

M. Washington Institute for Specialized Education (WISE):

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 Mr. Terry Ellis, items were unanimously adopted by the Board.

X. INFORMATIONAL ITEMS :

Student Enrollment Report

Average Daily Attendance

Habitual Truancy Data

See Supplement Book for documentation

XI. TIME RESERVED/SUPERINTENDENT:

Superintendent Taylor presented Mike Park, Director of Maintenance/Transportation/Facilities & Operations a plaque for over thirty years of dedicated service to the district.

Gail Riley, Director of Curriculum and Instruction, gave an update on curriculum. She informed them on the following:

- The Social Study textbook adoptions are finished; all schools are on board with the same publisher
- Master schedules for the high schools will be completed by Friday
- There are now eight advanced placement courses
- Industry certifications are still being offered
- In searching for additional programs, both high schools are interested in the Culinary Arts program. From their study and tours of a school who offer this program, Ms. Riley explained the operational process. They are seeking to offer the program next year.
- This year the dual enrollment psychology course was offered

XII. TIME RESERVED/BOARD MEMBERS:

A Workshop on the topic “Chartwells” was set for Monday, June 12, 2017 at 4:00 p.m.

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

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

JOSEPH TAYLOR, SUPERINTENDENT/SECRETARY

“Quality Education Today for a Better Tomorrow”