

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
January 9, 2016 - 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. Terry Ellis and seconded by Mr. Milton Brown.

CHANGES

II. PRESENTATIONS:

- **Sheriff Kevin Crews**

VI. CONSENT ITEMS:

14. ADD - Approval of Substitutes/Volunteers

15. ADD - Approval of proposed donation

VIII. PANHANDLE AREA EDUCATIONAL CONSORTIUM RECOMMENDATIONS:

A. OUT-OF-STATE TRAVEL

1. John Selover – Arlington, VA, Federal Advocacy Committee Meeting;
February 6-9, 2017 - **Revised**

B. PROJECTS/CONTRACTS/AGREEMENTS/PROPOSALS/BIDS

1. Project/Budget Amendment
 - a. ~~Title I, Part C PAEC Technical Support of Migrant Education Program (budget)~~ - **DELETE**

C. HUMAN RESOURCES/PERSONNEL

1. ~~Salary correction~~ - **DELETE**

IX. HUMAN RESOURCES FOR THE DISTRICT:

A. District:

4. **ADD – Approval of Crystal Wedderburn, AVID tutor**
5. **ADD – Approval of resignation of Michael Drummond, effective January 13, 2017**

C. Florida Panhandle Technical College:

- ~~1. DELETE - Approval of recommendation of TBA, secretary, effective January 4, 2017~~

D. Kate M. Smith Elementary School:

- 1. CHANGE** - Approval of leave of absence for Paige Russell, teacher, effective **January 9, 2017**
- 3. CHANGE** - Approval of employment recommendation of Susie Gainer, paraprofessional, effective retroactive **January 17, 2017**

J. Vernon High School:

- 1. ADD - Approval of resignation of Reginald Jackson, paraprofessional, effective January 17, 2017**

II. DISTRICT/SCHOOL UPDATE: None

III. PRESENTATIONS:

Sheriff Kevin Crews

Superintendent Joseph Taylor introduced the newly elected Washington County Sheriff Kevin Crews. Sheriff Crews came forward and addressed the Board letting all know his intentions to be involved closely with the school administrators to better service the schools as well as committing to be available to serve the community as needed.

Daniel Young – FL Forest Service

Florida Department of Agriculture and Consumer Services

Mr. Daniel Young, Forester at Pine Log State Forest, came forward and presented a check for \$1,515.70 to the Washington County School Board in support of education. He read a letter from the Commissioner of Agriculture, Mr. Adam H. Putnam, explaining how the funds are generated and the payment submitted reflects a percentage from the distribution of the Pine Log State Forest gross receipts for fiscal year 2015-2016.

Spelling Bee Winners

Dr. Bobbie Dawson, Director of Federal Programs and Food Services, recognized the 2017 District Spelling Bee Winners. Dr. Dawson said the 1st place will go to the Big Bend Regional Spelling Bee in Tallahassee on February 18, 2017 to represent Washington County.

1st Place – Ja'Ruis Ridgeway, Vernon Middle School

2nd Place – Emma Holliday, Vernon Middle School

3rd Place – Gabe Jimenez, Roulhac Middle School

Vernon Middle School Spotlight Jr. BETA Program

Ms. Paula McDonald came forward to recognize VMS BETA members for their success at the State Convention in Orlando. These students placed at the state level and have received an invitation to compete at the Nationals this summer. She also congratulated Ms. Tami Parish for being chosen to serve as the Jr. Beta State Sponsor Elect for the State of Florida. *See Supplement book for documentation.*

United Way

Mr. Bryan Taylor, President and CEO of United Way of Northwest Florida, accompanied by a few of their Board Of Directors (Ms. Victoria Williams, Mr. Will Cramer and Mr. Michael Kozar), came forward and presented the Washington County School District with a check for \$5,000.00 in support of Homeless Students Services.

Recognition of the 2017 School Related Employees of the Year, 2017 Rookie Teachers of the Year and Recognition of the 2018 Teachers of the Year

Superintendent Joseph Taylor and Pat Collins, Director of Administrative Services, recognized all the Employees of the Year. The overall winners will be announced at the Employee of the Year Reception at Vernon High School on January 19, 2017 at 3:30 p.m. *See Supplement Book for documentation.*

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 electronic funds transfer – Capital City Bank and Wells Fargo
3. Approval of minutes for Workshop on December 12, 2017
4. Approval of minutes for Regular School Board Meeting on December 12, 2017
5. Approval of Memorandum of Agreement (MOU) between the Washington County School Board and the Washington County Education Association (WCEA)
6. Approval of revisions to School Board Policies/Procedures, Code of Student Conduct
7. Approval of out-of-state travel for Roulhac Middle School 8th grade to attend the Wiregrass Works-Career Fair in Dothan, AL on February 23, 2017
8. Approval of contract with Washington County Sheriff Department
9. Approval of a call for bids; funding for purchases made with Carl D. Perkins Rural and Sparsley Grants-FPTC
10. Approval of updated FPTC Student Catalog

11. Approval of out-of-state travel for five FPTC instructors to take the FAA small UAS pilot certification exam in Daleville, AL on December 16, 2016
12. Approval of Business Associate Agreement with Gallagher Benefit Services, Inc.
13. Approval of Step Increase for Support Staff and a bonus to Staff with 25+ Years or in a Gap on Step Schedule
14. Approval of Substitutes/Volunteers
15. Approval of proposed donation

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

VII. OTHER ACTION ITEMS: None

VIII. PANHANDLE AREA EDUCATIONAL CONSORTIUM RECOMMENDATIONS:

A. OUT-OF-STATE TRAVEL

2. John Selover – Arlington, VA, Federal Advocacy Committee Meeting; February 6-9, 2017

B. PROJECTS/CONTRACTS/AGREEMENTS/PROPOSALS/BIDS

2. Contracts/Agreements
 - a. Hardee County School Board participation in Student Data Services
 - b. Omicron Technologies, Inc. Affiliation Agreement
 - c. BlueCross BlueShield - Florida Blue (Exhibit "B") Amendment
 - d. S. Frances Allen

C. HUMAN RESOURCES/PERSONNEL

2. Employment date correction (2)

Chairman Vann Brock asked that the PAEC packet be accepted as a whole. Mr. Taylor, Superintendent, recommended as presented; on a motion by Mr. Terry Ellis 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 Rachael Hodge to W.I.S.E.
2. Approval of 21st CCLC Non-Instructional Personnel
3. Approval of resignation of Jordan Daniels, Speech Language Pathologist, effective December 16, 2016
4. Approval of Crystal Wedderburn, AVID tutor
5. Approval of resignation of Michael Drummond, effective January 13, 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.

B. Chipley High School: None

C. Florida Panhandle Technical College: None

D. Kate M. Smith Elementary School:

1. Approval of leave of absence for Paige Russell, teacher, effective January 9, 2017
2. Approval of resignation of Colby Hartzog, paraprofessional, effective December 13, 2016
3. Approval of employment recommendation of Susie Gainer, paraprofessional, effective January 17, 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. Maintenance: None

F. Okeechobee Youth Development Center: None

G. Roulhac Middle School:

1. Approval of employment recommendation of Colby Hartzog, teacher, effective retroactive January 3, 2017

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

H. Transportation: None

I. Vernon Elementary School:

1. Approval of employment recommendation of Brittany Blankenship, paraprofessional, effective December 13, 2016

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.

J. Vernon High School:

1. Approval of resignation of Reginald Jackson, paraprofessional, effective January 17, 2017

Mr. Taylor, Superintendent, recommended as presented; on a motion by Mr. Milton Brown and a second by Mr. Terry Ellis, item was unanimously adopted by the Board.

K. Vernon Middle School: None

L. Washington Institute for Specialized Education (WISE): None

**X. INFORMATIONAL ITEMS :
Student Enrollment Report**

Superintendent Taylor and Dr. Dawson reviewed the percentages on Average Daily Attendance and Habitual Truant. Dr. Bobbie Dawson and Ms. Beth Arnold provided folders containing information on the attendance campaign they have started. The information contained the following:

- A Parent Letter - Superintendent Taylor personally signed over 2000 letters to send to every parent in the district telling them about the importance of school. (Started processing and mailing letters out today.)
- Two pamphlets for the two elementary schools containing information on the importance of attendance to obtain a proper education and a High School diploma. Each student will take home a pamphlet to share with their parents.
- An article about the new program "Count Me In" (a partnership of schools, youth, families, and the community working together to increase student attendance, engagement and academic achievement through data-driven strategies so all children can learn and succeed in school). It was found in their research that the "Count Me In" program is one that is used across the United States and is a part of the "Attendance Works" program (a national and state initiative that promotes better policy and practice around school attendance). The objective is to build off these two programs in looking for positive ways to get parents, students and schools involved.
- A Post Card – ("Count Me In!! Attendance Is Important). The card has an important message about attendance and offers a drawing of a prize if it is returned to the school office. Cards will be printed and sent to every student in the district.

Since the Workshop on Attendance, principals have been working with their leadership teams to provide a list of positive reinforcement incentives ideas and their future plans. A list from each school will be done by January 31, and will be presented to the Board at the February Board meeting. As a district, the goal is to continue throughout the year to get all involved to assist in working on more incentive ideas, getting input from the schools to improve student attendance.

XI. TIME RESERVED/SUPERINTENDENT:

Because Spring Break is scheduled for the week of March 13-17, the March Regular Board Meeting was re-scheduled to be held on March 6, 2017 (same time 5:00 PM)

A Workshop on FPTC was scheduled for Tuesday, January 17, 2017 at 3:00 PM

A Workshop on Budget was scheduled for Monday, January 23, 2017 at 3:00 PM

Superintendent Taylor and the School Board members agreed to allow Clay County to piggyback for a new elementary School with the contract for Kate M. Smith Elementary School should they move forward with a request. *See Supplement book for documentation.*

XII. TIME RESERVED/BOARD MEMBERS:

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 ROBERTS**

JOSEPH TAYLOR, SUPERINTENDENT/SECRETARY

“Quality Education Today for a Better Tomorrow”