

**Bronson, FL**

**July 23, 2018**

**8:30 a.m.**

## **REGULAR SESSION**

The School Board of Levy County met in Regular Session this 23<sup>rd</sup> day of July, 2018 at 9:00 a.m. with Chairman Cameron Asbell, Vice Chairman Brad Etheridge, Paige Brookins, Chris Cowart and Board Attorney David Delaney present. Board Member Rick Turner was absent.

**Adoption of Agenda:** Paige Brookins moved to approve the agenda, second by Chris Cowart, motion carried.

**Welcome Visitors:** Board Chairman Cameron Asbell welcomed all the visitors and asked if anyone from the audience would like to address the Board. There were none.

**Budget / TRIM Approval:** Kim Lake, Director of Finance gave a PowerPoint presentation and updated the Board on the Proposed Budget for the 2018-2019 SY, compared to the 2017-2018 SY, including proposed Charter School allocations. She said the Charter Schools are responsible for their own SROs. Mrs. Lake requested approval to advertise as follows: Notice of Budget Hearing, Notice of Tax for School Capital Outlay, and Budget Summary Ad. After discussion, Paige Brookins moved to approve advertising for Notice of Budget Hearing, Notice of Tax for School Capital Outlay, and Budget Summary Ad, second by Chris Cowart, motion carried.

**Request for Public Hearing to Adopt/Amend the Following School Board Policies:** John Lott, Assistant Superintendent informed the Board that this is the meeting to adopt/amend the following school board policies:

- 4.141 – Wellness Policy
- 5.021 – Homeless Students
- 5.025 – Educational Stability For Children in Foster Care
- 5.26 – Corporal Punishment
- 5.35 – Valedictorian and Salutatorian
- 6.18 – Approval of Leaves
- 6.19 – Absence without Leave
- 6.25 – Vacation Leave
- 7.09 – Acquisitions, Use, and Exchange of School Property
- 7.13 – Purchasing Policies and Bidding
- 7.24 – Hospitality Funds
- 10.01 – General Food Service Requirements
- 10.02 – Meal Patterns
- 10.03 – Free and Reduced Price Meals
- 10.04 – Purposes and Basic Aims of the School Food and Nutrition Services Program
- 10.05 – District School Food and Nutrition Program
- 10.06 – Procurement for School Food and Nutrition Services
- 10.07 – Responsibilities of the Principal
- 10.08 – School Food and Nutrition Services Personnel
- 10.09 – Adult Lunches
- 10.10 – Admission to Work Areas; Use and Protection of Equipment and Supplies
- 10.11 – School Food and Nutrition Services Funds

After discussion, Chris Cowart moved to approve the School Board Policies listed above, second by Brad Etheridge, motion carried.

**Mental Health Plan:** Dr. Rosalind Hall gave a PowerPoint Presentation overview of the revised Florida Department of Education Mental Health Services Allocation (SB 7026) and the School Board of Levy County District Plan. The Plan is to provide mental health assessment, diagnosis, intervention, treatment and recovery services to students with one or more mental health or co-occurring substance abuse diagnosis and students at high risk, and coordinate services, as needed. She said the Charter Schools have the option of participating in the District Plan or develop their own plan. WWCS will participate in the District's Plan, but NCMCS will use their own plan, which was approved by their Board. She said trainings will be required for all personnel: 2-hour training for

non-certified personnel, and 8-hour training for certified personnel. Dr. Hall said training re-certification will suffice for three years. After discussion Chris Cowart moved to approve the District Mental Health Plan, second by Brad Etheridge, motion carried.

**EOC / Transfer Grades:** John Lott shared a revised Grade Conversion Proposal for Letter Grades to Numerical Grades, Pass or Fail Grades, End-of-Course Exam Conversions being transferred from another district to Levy County, transferred on or after August 10, 2018.

**Guardian Program:** Superintendent Jeff Edison talked about the Guardian Program within the schools. He said the Program is to supplement not supplant the SRO Program. After discussion, Brad Etheridge moved to implement the Guardian Program within the Levy County Schools, beginning with the 2018-2019 SY, second by Paige Brookins, motion carried.

**Approval of Minutes:** Rick Turner moved to approve the minutes of the June 11, 2018 Board meeting, second by Paige Brookins, motion carried.

**Consent Agenda:** After discussion, Paige Brookins moved to approve the Consent Agenda, second by Brad Etheridge, motion carried.

## **1. GENERAL ITEMS:**

### **a) Employee Status Changes / Recommendations:**

1. Laura McBride, WMHS Teacher, Math S/H, *effective* August 6, 2018, *vacancy*.
2. Valerie Taylor, CES Teacher, Elem. Ed., *effective* August 6, 2018, *vacancy, out of field*, certification in Math 6-12; ESE.
3. Justina Guptill, BMHS Teacher, Math M/J, *effective* August 6, 2018, *vacancy*.
4. Lisa Smith, CKS General Aide, *to* Media Clerk/Aide, *effective* August 7, 2018, and *change in funding source* as follows:  
**From:** 1000E 5100 0150 0041 11030 100%  
**To:** 1000E 6200 0160 0041 11030 100%
5. Amber Hassell, BES Teacher Aide, ESE, *to* Media Clerk, *effective* August 7, 2018, and *change in funding source* as follows:  
**From:** 1000E 5200 0150 1011 11020 100%  
**To:** 1000E 6200 0160 1011 11030 100%
6. Shari Parnell, CES Teacher 2<sup>nd</sup> Grade, *transfer* to CMHS Teacher, Soc. Studies M/J, *effective* August 6, 2018, and *change in funding source* as follows:  
**From:** 1000E 5100 0120 0241 11030 100%  
**To:** 1000E 5100 0120 0051 11030 100%
7. Sarah Fries, CES Title 1 Teacher Aide *to* Teacher Aide, ESE, *effective* August 7, 2018, and *change in funding source* as follows:  
**From:** 4210E 5100 0150 0241 40241 F2018 100%  
**To:** 4210E 5200 0150 0241 40230 F2019 100%

8. Jennifer Huffman, YTS Teacher, Elem., *effective* August 6, 2018, *vacancy*.
9. Jennifer E. Brown, CKS Teacher Aide, ESE, *to* Teacher Aide, General, *effective* August 7, 2018 and *change in funding source* as follows:  
  
**From:** 4210E 5200 0150 0041 40230 F2018    100%  
**To:**    1000E 5100 0150 0041 11030                100%
10. Gary Masters, BMHS Principal, *transfer to* District, Director of Transportation, *effective* July 5, 2018, and *change in funding source* as follows:  
  
**From:** 1000E 7300 0110 0021 11030    100%  
**To:**    1000E 7800 0110 9008 11030    100%
11. Minerva Gonzalez, CMHS Teacher Aide, Other Basic, *transfer to* Teacher, Language Arts, S/H, *effective* August 6, 2018, and *change in funding source* as follows:  
  
**From:** 1000E 5100 0150 0051 11030    100%  
**To:**    1000E 5100 0120 0051 11030    100%
12. Katherine Raffii, BES Teacher, 2<sup>nd</sup> Grade, *resignation*, effective June 4, 2018, and *payment* for any unused leave, original hire date January 3, 2017.
13. Janet Neal, District ESE / SS MIS Manager, *transfer to* District Secretary, Food and Nutrition, *effective* July 16, 2018, and *change in funding source* as follows:  
  
**From:** 1000E 6500 0160 9001 11020    100%  
**To:**    4100E 7600 0160 9001 41000    100%
14. Kasidy Cothron, CES Teacher, 1<sup>st</sup> Grade, *effective* August 6, 2018, *vacancy*.
15. Tevin Mills, CKS Teacher, 5<sup>th</sup> Grade, *transfer to* WMHS Teacher, Social Studies M/J, *effective* August 6, 2018.
16. Terri Ashchi, JBES Teacher, 1<sup>st</sup> Grade, *effective* August 6, 2018, *vacancy*.
17. Lesa Fronabarger, BMHS Teacher, Intensive Reading, *effective* August 6, 2018, *vacancy*.
18. David Mitchell, CMHS Teacher, Math, *resignation*, effective June 4, 2018, and *transfer* any unused leave to Alachua County School District, original hire date August 16, 2010.
19. Douglas Beard, BMHS Teacher, Math, *resignation*, effective June 4, 2018, original hire date January 31, 2018.
20. Anupa Kotipoyina, WMHS Teacher, Soc. Studies, S/H, *effective* August 6, 2018, *vacancy*.
21. Kimberly Robinson, WES Food Service Worker, *transfer to* WMHS Food Service Worker, and *change in funding source* as follows:  
  
**From:** 4100E 7600 0160 0231 41000    100%  
**To:**    4100E 7600 0160 0051 41000    100%
22. Robert M. Ebert, CMHS Assistant Principal, S/H, *effective* July 9, 2018, *vacancy*.
23. Catherine Lewis, BES PK Teacher Aide, Lead, *effective* August 6, 2018, *vacancy*.

24. Susan McDonald, WES Teacher, 5<sup>th</sup> Grade, *effective* August 6, 2018, *vacancy*.
25. Shannon Angel, JBES Teacher, 1<sup>st</sup> Grade, *effective* August 6, 2018, *vacancy*.
26. India Rodgers, BES Teacher Aide, PK, *effective* August 7, 2018, *vacancy*.
27. John Swilley, BES Teacher Aide, Title I, *effective* August 7, 2018, *vacancy*.
28. Gordon Kingston, WMHS School Counselor, M/J, *effective*, August 6, 2018, *out of field*, certified in Social Science 6-12, *vacancy*.
29. LaTashia Sanchez, CES Teacher, 4<sup>th</sup> Grade, *resignation*, effective June 4, 2018, and *transfer leave* to Dixie County, original hire date, August 3, 2016.
30. Tanya Kahn, District Clerk, *change in funding source*, effective July 1, 2018, as follows:
 

|              |                                  |      |
|--------------|----------------------------------|------|
| <b>From:</b> | 4210E 6300 0160 0021 40241 F2019 | 10%  |
|              | 4210E 6300 0160 0041 40241 F2019 | 5%   |
|              | 4210E 6300 0160 0051 40241 F2019 | 14%  |
|              | 4210E 6300 0160 0060 40241 F2019 | 2%   |
|              | 4210E 6300 0160 0062 40241 F2019 | 1%   |
|              | 4210E 6300 0160 0091 40241 F2019 | 18%  |
|              | 4210E 6300 0160 0092 40241 F2019 | 10%  |
|              | 4210E 6300 0160 0111 40241 F2019 | 5%   |
|              | 4210E 6300 0160 0231 40241 F2019 | 9%   |
|              | 4210E 6300 0160 0241 40241 F2019 | 14%  |
|              | 4210E 6300 0160 1011 40241 F2019 | 12%  |
| <b>To:</b>   | 4210E 6300 0160 9001 42412 F2019 | 100% |
31. Shauna Deskins, YTS Teacher, KG, *effective* August 6, 2018, *vacancy*.

**b) Professional Leave Requests:**

1. **(Board Approved May 22, 2018)** - AVID Summer Institute, June 19-22, 2018, Tampa, FL., *amend to add* the following teachers:
 

**Paid from Project #40241 F2018:**      Gemma Fleming, Debra OSteen, and Azure Rae Kelly

**Paid from Project #42413 F2018 and #14897:**   Dorenda Westfall
2. Florida Partnership 2018 District Leadership Training, July 18-19, 2018, Orlando, FL., registration and hotel paid directly by FLP, other travel expenses paid from Project #14897, for the following:
  - John R. Lott, Jr., District Assistant Superintendent
  - Kathryn Lawrence, CKS, Principal
  - Matthew McLelland, CMHS, Principal
  - Joshua Slep, WMHS, Principal
3. **(Board Approved June 11, 2018)** - John C. Wilder, WMHS Teacher, Vocational, National Association of Agricultural Educators (NAAE), Regional Conference, June 24-27, 2018, Ashville, NC, travel expenses paid from Project #40202 F2018. *Amend to add* Matthew Dettloff.

4. Florida Association of Career and Technical Educators Conference, July 15-16, 2018, Orlando, FL., travel expenses paid from Project #40201 F2019.
  - Carol DuBois, District Coordinator, Career Pathways / Literacy
  - Michael Wilson, BMHS Teacher, Vocational Business
5. Daryl Richardson, WMHS Teacher, JROTC, JROTC Conference, July 31-August 3, 2018, Orlando, FL., Army pays all travel expenses, no cost to Board.
6. Institute for Small and Rural Districts (ISRD) / NEFEC Summer Leadership Conference, July 8-11, 2018, Ponte Vedra, FL., for School-Based Administrators, *amend to add* the following:

**School-Based Administrators, paid from Project #14899 and #40270 F2018, for the following:**

Holly Willis, BES Assistant Principal

7. Dennis Webber, District Coordinator, Safety and Security, School Security Conference, July 23-27, 2018, Orlando, FL., travel expenses paid from Project #13108.

**c) Student Trip Requests:**

1. CMHS/BMHS FFA to FFA Officers Retreat, July 24-25, 2018, UF Plant City Campus, Tampa, FL., Chaperones Matthew Dettloff, Kelly Varnes, 10 students, two private vehicles, travel expenses paid from Internal Accounts Project #14920.
2. BMHS Volleyball Team to Volleyball Camp, July 20-22, 2018, Jacksonville, FL., Chaperone Sherrie Schuler, seven (7) students, private vehicle (Chevy Express Van), travel expenses paid from Project #14920 INTRN.

**d) Administrative Services:**

1. Contracts and / or Agreements:
  - i. **(Board Approved May 8, 2018) - 2018-2019 SY *Amended* Agreements** for School Resource Deputies between School Board of Levy County and Levy County Sheriff's Department for deputies within the public schools of Levy County and Levy Learning Academy. (3 Attachments)
  - ii. 2018-2019 Agreement between School Board of Levy County and Levy County Health Department, for the following services:
    - a. RN to assist with ESE students at BES/BMHS – IDEA B Project #40230
    - b. School Health Services – Project #17010
    - c. Teen Parent Program – Project #13762
  - iii. 2018-2019 Agreement between School Board of Levy County and Purvis, Gray & Company for internal audit needs for the FY17-18 through FY 19-20, paid from Project #17020. (Attachment)
  - iv. 2018-2019 Agreement between School Board of Levy County and DES of Florida. (Attachment)
  - v. 2018-2019 Agreement between School Board of Levy County and Episcopal Children's Services for Early Head Start and Head Start services. (Attachment)

**e) Instructional Services:**

1. Contracts and / or Agreements:
  - i. 2018-2019 VPK Contracts between Early Learning Coalition and School Board of Levy County for BES, CKS, CES, JBES, YTS, and WWCSP.

## 2. FINANCE:

1. General Fund Budget Summary Information and Financial Statements for June 2018.
2. Budget Amendment 28-A #17-00031.
3. Budget Amendment 28-B #17-00032.

**Superintendent's Comments/Recommendations:** Superintendent Jeffery Edison said Professional Development (PD) Day will be Tuesday, August 7, 2018, at Chiefland Middle High School. Mr. Edison said he had a letter sent to all Chiefland restaurants informing them of approximately 700 people attending and will be in town for lunch. He gave a list of school visits scheduled for the 2018-2019 SY, after the morning Board Meetings. He said YTS will be the first school visit. He talked about developing a new Board Policy for Levy County for a grow your own incentive for graduating students who return as teachers in Levy County. The Board Members agreed this would be a good incentive to recruit teachers.

**Board Comments:** Brad Etheridge said he's looking forward to the new school year, which is rapidly approaching. Paige Brookins said there are many challenges ahead for teachers for the 2018-2019 SY. Chris Cowart said he appreciates everyone going to the meetings in Tallahassee. He's looking forward to the new school year and the summer has gone by very quickly. Cameron Asbell said the Bronson Eagles Quarterback Club will hold their 1<sup>st</sup> Annual 4-Person Scramble golf tournament at the Chiefland Golf Course on Saturday, August 4, 2018, beginning at 8:30 a.m. He said Catrina Sistrunk's information on grade conversions throughout the districts in Florida was very informative and he appreciates her going to Tallahassee with them for their meetings.

There being no further business to come before the Board, the meeting was adjourned with the Board going into Executive Session.

ATTEST:

APPROVED:

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Jeffery R. Edison, Secretary

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Cameron Asbell, Board Chairman