

## **REGULAR MEETING - JULY 24, 2000**

The Invocation was offered by Mr. Gaetz; the Pledge of Allegiance was led by Mr. Hill.

The School Board of Okaloosa County met in Regular Session on July 24, 2000, in the Fort Walton Beach Administration Building, 120 Lowery Place, SE.

**PRESENT:** Rodney Walker, Chairman  
Cindy Frakes, Vice-Chairman  
Don Gaetz  
Howard Hill  
Lloyd Taylor

Emmett Windham, Assistant Superintendent  
C. Jeffrey McInnis, Esq., Attorney to the Board

The Chairman called the meeting to order at 6:00 p.m. and welcomed visitors and presenters.

### **APPROVAL OF AGENDA:**

Mr. Gaetz requested Consent item #21C be moved to the Discussion Agenda for the purpose of allowing him to abstain from voting on this matter. All other changes were approved by the Chairman at Workshop.

Motion to approve the Agenda as amended was made by Mr. Hill, seconded by Mr. Taylor and carried unanimously:

Consent Agenda (C.A.): Item #4 was moved to D.A. #2; item #5 was deleted; item #20 was moved to D.A. #3; item #21C was moved to D.A. #4; added as item #22, Motor Vehicle Lease with Okaloosa Academy, Inc.; added as item #23, Vehicle Maintenance and Repair Agreement with Okaloosa Academy, Inc.

Discussion Agenda (D.A.): Added as item #2, C.A. #4; added as item #3, C.A. #20; added as item #4, C.A. #21C

### **VISITORS:**

1. On behalf of the Okaloosa Council of Teachers of English and the Okaloosa Public Schools Foundation, Inc., the Florence Bumgardner Writing Scholarship was presented to Mollie Kathleen Romano by Charlene Couvillion and Bruce Ravan.

**PUBLIC DISCUSSION:** No Request

### **PERSONNEL APPOINTMENTS:**

1. The Superintendent's recommendation for the appointment of Alton Russell Hughes to the position of Assistant Principal II, Richbourg Middle School, was approved on a motion by Mr. Gaetz, seconded by Mr. Hill and carried unanimously (Exhibit 00-446).

### **COMMITTEE AND STAFF REPORTS (Workshop Only):**

1. Facilities Construction Update, presented by Bill Smith
2. Annual Report of GED Age Waivers for 1999-2000, presented by J. J. Steele (Exhibit 00-447)

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3. Annual Report of Driver's License Law Suspended Licenses for 1999-2000, presented by J. J. Steele (Exhibit 00-448)
4. Submission of the Okaloosa County School District Budget for 2000-2001, presented by Dennis Hundley and recommended by the Superintendent for approval (Exhibit 00-449).

## **CONSENT AGENDA:**

Motion to approve the Consent Agenda as amended was made by Mr. Hill, seconded by Mrs. Frakes and carried unanimously:

1. Minutes of Workshop Meeting of July 6, 2000 and Minutes of Regular Meeting of July 10, 2000, recommended by the Superintendent for approval.
2. Acceptance of donation from Dr. Barbara Woolley in the amount of \$1000.00 to Bruner Middle School to be used for children with financial needs, presented by Dennis Hundley and recommended by the Superintendent for approval (Exhibit 00-450).
3. Self-help project for the removal of the interior non-load bearing wall between rooms 16 and 19 at Crestview High School, presented by Bill Smith and recommended by the Superintendent for approval (Exhibit 00-451).
4. Moved to Discussion Agenda #2 - Agreement between the School Board of Okaloosa County and the Sheriff of Okaloosa County for the School Resource Officer Program, presented by Susan Lowrey and recommended by the Superintendent for approval.
5. Deleted - Code of Student Conduct for 2000-2001, presented by Susan Lowrey and recommended by the Superintendent for approval.
6. Instructional Services Agreement between the School Board of Okaloosa County and Lutheran Services for Hope House, Crestview, to provide Title 1 services, presented by Linda Maddox and recommended by the Superintendent for approval (Exhibit 00-452).
7. Instructional Services Agreement between the School Board of Okaloosa County and Emerald Coast Marine Institute, Inc., to provide Title 1 services, presented by Linda Maddox and recommended by the Superintendent for approval (Exhibit 00-453).
8. Agreement between the School Board of Okaloosa County and the Niceville Fire Department to provide training to ESE students participating in the School to Work/Community Based Instruction Program, presented by Liz Cavanah and recommended by the Superintendent for approval (Exhibit 00-454).
9. Agreement between the School Board of Okaloosa County and the Angels Are Us Learning Center to provide training to ESE students participating in the School to Work/Community Based Instruction Program, presented by Liz Cavanah and recommended by the Superintendent for approval (Exhibit 00-455).
10. Agreement between the School Board of Okaloosa County and Magnolia Florist and Gift Shop to provide training to ESE students participating in the School to Work/Community Based Instruction Program, presented by Liz Cavanah and recommended by the Superintendent for approval (Exhibit 00-456).

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11. Agreement between the School Board of Okaloosa County and Happy Valley Boarding Kennels to provide training to ESE students participating in the School to Work/Community Based Instruction Program, presented by Liz Cavanah and recommended by the Superintendent for approval (Exhibit 00-457).
12. Agreement between the School Board of Okaloosa County and Mail Boxes, Etc. (Racetrack Road, Fort Walton Beach) to provide training to ESE students participating in the School to Work/Community Based Instruction Program, presented by Liz Cavanah and recommended by the Superintendent for approval (Exhibit 00-458).
13. Personnel Recommendations, presented by Becky Spence and recommended by the Superintendent for approval:
  - A. New Hire Report (Exhibit 00-459)
  - B. Leave Requests (Exhibit 00-460)
  - C. Transfer Report (Exhibit 00-459)
  - D. Allocations for Spanish and Reading Teachers (Exhibit 00-461)
  - E. Suspension of Employee #353-66-2068 without pay pending disposition of criminal charges (Exhibit 00-462)
  - F. Suspension of Employee #457-25-7855 without pay pending disposition of criminal charges (Exhibit 00-463)
14. Employment Separations, presented by Becky Spence and recommended by the Superintendent for approval (Exhibit 00-464).
15. Cleared Certification Requirements and Issuance of Contract for 2000-2001 School Year, presented by Becky Spence and recommended by the Superintendent for approval (Exhibit 00-465).
16. School District of Okaloosa County Teacher Evaluation Handbook, Category I and II, presented by Becky Spence and recommended by the Superintendent for approval (Exhibit 00-466).
17. Renewal of Employee Assistance Program Services Contract between the School Board of Okaloosa County and Russell W. Youngblood d/b/a Counseling Services, presented by Becky Spence and recommended by the Superintendent for approval (Exhibit 00-467).
18. Resolution 00-9 Authorizing District Participation in the Panhandle Management Development Network and payment of membership fee for the 2000-2001 fiscal year in the amount of \$5805.00, presented by Van Crigger and recommended by the Superintendent for approval.
19. Zoning Waivers, presented by Emmett Windham and recommended by the Superintendent for approval (Exhibit 00-468).
20. Moved to Discussion Agenda #3 - Approval of Employee Insurance Benefits: Health, Dental, Life and Disability for 2000-2001, presented by Jim Palmer and recommended by the Superintendent for approval.
21. Bids and Purchasing, presented by Rick Norris and recommended by the Superintendent for approval (Exhibit 00-469, see bid file for additional information):
  - A. Approval of Bids and Purchasing Requests:
    - (1) Bid #01-B19 Pedestrian School Crossing Improvements awarded to Gulf Coast Traffic Engineers, Inc., in the amount of \$223,936.65

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- (2) Renewal of Bid #00-B09 Janitorial Chemicals awarded to four lowest vendors per item: Commercial Supply, Crestview Wholesale, Gulf Coast Paper Company, Houston Paper & Janitorial, Image Supply, Inc, and Ultra-Chem, Inc.
  - (3) Requisition to Florida Association of District School Superintendents in the amount of \$12,591.00 for membership dues, Superintendent
  - (4) Requisition to FirstLab for drug and alcohol testing in the amount of \$14,375.00, Human Resources
  - (5) Requisition to Horizon Software International, BOSS Maintenance Agreement, in the amount of \$12,618.64, Food Service
  - (6) Requisition to Horizon Software International, Catering Maintenance Agreement, in the amount of \$2249.25, Food Service
  - (7) Requisition to Florida School Boards Association, membership dues in the amount of \$18,516.00, School Board
  - (8) Renewal of Sole Source, Ivanco Company (Edwards Fast System), Fire Alarm Systems, Risk Management
  - (9) Sole Source Requisition to CTB/McGraw-Hill for testing materials in the amount of \$78,513.80, Student Services
  - (10) Sole Source Requisition to CTB/McGraw-Hill for pre-coding service for Fall 2000 Terra Nova in the amount of \$16,900.00, Student Services
  - (11) Sole Source Requisition to CTB/McGraw-Hill for scoring service for Fall 2000 Terra Nova in the amount of \$180,000.00, Student Services
- B. Rejection of Bids and Purchasing Requests: None
- C. Moved to Discussion Agenda #4 - Renewal of Annual Contract with Carr, Riggs & Ingram, LLP, Internal Auditing Services
22. Renewal of Motor Vehicle Lease between the School Board of Okaloosa County and Okaloosa Academy, Inc., presented by Jeff McInnis and recommended by the Superintendent for approval (Exhibit 00-470).
  23. Renewal of Vehicle Maintenance and Repair Agreement between the School Board of Okaloosa County and Okaloosa Academy, Inc., presented by Jeff McInnis and recommended by the Superintendent for approval (Exhibit 00-471).

### DISCUSSION AGENDA:

1. Motion to approve the Proposal and Purchase Agreement between the School Board of Okaloosa County and GibCo Educational Technologies, Inc. to develop and implement the software product Dynamo was made by Mr. Taylor, seconded by Mr. Hill and carried unanimously (Exhibit 00-472).
2. Mr. Hill made a motion to amend the Agreement with the Sheriff of Okaloosa County for the School Resource Officer Program by adding a statement that will require the school principal to request and to pay a substitute resource officer if the principal sends the assigned resource officer to an off-campus duty assignment. The motion was seconded by Mr. Gaetz and carried unanimously.

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Mr. Walker passed the gavel to Mrs. Frakes and made a motion to amend the School Resource Officer Agreement by deleting the one substitute/floater SRO position. The motion was seconded by Mr. Gaetz and carried 4-1, Mr. Hill dissenting. The gavel was returned to the Chairman

Mr. Hill offered support of the SRO floater position which would provide a substitute SRO to a school when a regular duty SRO is off duty and will otherwise provide assistance to the larger schools.

Mrs. Frakes and Mr. Gaetz stated that they supported the concept of the floater position but because of the budget situation the instructional needs have to take priority.

Motion to approve the School Resource Officer Program Agreement between the School Board of Okaloosa County and the Sheriff of Okaloosa County as amended was made by Mr. Hill, seconded by Mr. Taylor and carried unanimously (Exhibit 00-473).

3. Renewal of Employee Group Insurance Benefits - This item was deferred to later in the meeting allowing time for staff to assemble information requested by the Board.
4. Mr. Gaetz declared a potential conflict of interest in this matter due to his business relationship with Mr. Riggs, a partner in the CPA firm of Carr, Riggs and Ingram. (Form 8B attached)

Renewal of the annual Agreement between the School Board of Okaloosa County and the CPA firm of Carr, Riggs and Ingram, LLP, for internal auditing services was approved on a motion by Mr. Hill, seconded by Mr. Taylor and carried 4-0, Mr. Gaetz abstaining (Exhibit 00-474).

### **CONSTRUCTION PROGRAM/OWNER'S REPRESENTATIVE'S BUSINESS:**

1. The Service Level Agreement between the School Board of Okaloosa County and Sverdrup/Delta was unanimously approved on a motion by Mr. Hill and seconded by Mr. Taylor (Exhibit 00-475).
2. The Board acknowledged receipt of the Program Status Report for June 2000 covering the activities of Sverdrup/Delta on the Okaloosa County School District Construction Management Program, submitted by Ray Gabriel, Program Manager (Exhibit 00-476).

**BIDS AND PURCHASING:** None

### **ATTORNEY'S BUSINESS:**

Mr. McInnis requested the Board's approval to advertise the Public Hearings on the proposed budget and millage rate on July 31, 2000, at 6:00 p.m. in the Fort Walton Beach Administration Building and on September 11, 2000, at 6:30 p.m. in the Okaloosa County Courthouse, Crestview.

Motion to advertise the Public Hearings as requested was made by Mr. Hill, seconded by Mrs. Frakes and carried unanimously.

### **BOARD MEMBERS' BUSINESS:**

Mr. Gaetz thanked the Chairman and Terri Roberts for the work they did on the budget. He stated that after coming into the budget process a couple of months late and in much disarray, Mr. Walker put a lot of personal time into the budget process and Mrs.

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Roberts, former CFO, was good enough to come back and assist in the process and help the staff solve multi-million dollar errors in the budget process. A lot of effort has gone into bringing the district out of a deficit budget to a budget with a fund balance of over \$3 million and the possibility of providing a reasonable pay raise for employees.

Mr. Hill asked if the \$1200 bonus for Critical Teaching Skills to be paid in August was on track. Mrs. Gunter responded that everything was in order.

Mr. Walker stated that Mr. Hundley and Mrs. Hurst worked very diligently with Mrs. Roberts on preparing the budget. Since Mrs. Roberts left the system we have had inexperienced finance officers but everyone has worked very hard and put in a lot of hours to get the budget where it is now.

### **SUPERINTENDENT'S BUSINESS:**

Mr. Windham thanked the Chairman for his assistance with the budget and stated that he was pleased that the Reading Support and Reading Recover programs are still in place for the students.

1. Meigs Middle School seventh and eighth grade students to tour Washington, D.C., April 4-9, 2001 (Exhibit 00-477).
2. Ruckel Middle School yearbook staff and sponsors to attend the Taylor Yearbook Workshop in Birmingham, AL, July 16-18, 2000 (Exhibit 00-478).

### **DISCUSSION AGENDA:**

3. As requested by the Board at Workshop, Mr. Palmer presented a comparison of the Board's cost for employee health insurance for 1999-2000 and the projected cost for 2000-2001 with the increase in premiums. The comparison reflects an approximate \$1 million increase to the Board for health insurance. There is no increase in cost to the Board for dental, life, vision and long term disability plans for this fiscal year.

Motion was made by Mr. Gaetz to approve the recommendation of the Superintendent for employee insurance benefits for dental, life, long term disability, vision, and Cafeteria Plan; and to approve the group health care plan with a proviso that will allow an individual employee whose primary physician is no longer a participating panel member with a carrier to, during the year, shift his insurance coverage to another carrier for the purpose of continuity of primary physician coverage so long as the district's cost is not increased. The motion was seconded by Mr. Hill and carried unanimously. (Exhibit 00-479)

There being no further business, and upon motion being duly made and seconded, the meeting was adjourned at 6:30 p.m.

Teresa Epperson, Recorder

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EMMETT WINDHAM  
ASSISTANT SUPERINTENDENT

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RODNEY L. WALKER  
CHAIRMAN OF THE BOARD