

## **REGULAR MEETING – September 10, 2007**

The Invocation was offered by Mr. Kelley; the Pledge of Allegiance was led by Cathy Thigpen.

The School Board of Okaloosa County met in Regular Session on September 10, 2007 in the School District Administration Building, 120 Lowery Place, SE, Fort Walton Beach, Florida.

**PRESENT:** Cathy Thigpen, Chairman  
Chuck Kelley, Vice-Chairman  
Cindy Frakes  
Howard Hill  
Rodney Walker

Alexis Tibbetts, 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:**

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

Consent Agenda: Added as item #19, Superintendent's Annual Financial Report and Report of Financial Data to the Commissioner of Education for the Fiscal Year Ended June 30, 2007; added as item #20, Motor Vehicle Lease for Disaster Transportation Services between the School Board of Okaloosa County and Silvercrest Manor in Crestview.

Discussion Agenda: Added as item #2, Budget Amendment #12 – Fiscal Year 2006-2007; added as item #3, Monthly Financial Statement for June 2007; added as item #4, Addendum to the Purchase Contract between the School Board of Okaloosa County and J. LaDon Dewrell and Charles W. Clary for a parcel of land located in Baker.

Construction Program/Owner's Representative's Agenda: Added as item #3, Receipt of Faithful+Gould Cost Verification Report for the Pryor Middle School Facade Renovation – Phase 2

### **VISITORS:**

1. Mr. Graham Boutwell, Principal of Silver Sands School, was recognized by the Board and Superintendent on the occasion of his retirement. Mr. Boutwell was presented with a cobalt crystal vase in honor of his dedication to the education of children and in appreciation for his exemplary service as an educator and leader in the Okaloosa County School District.
2. Beth Holmes, Retired Principal of Edwins Elementary School was unable to attend the meeting.

**PUBLIC DISCUSSION:** No Request

**PERSONNEL APPOINTMENTS:** None

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

1. In-County Travel paid for the period of August 9 – August 22, 2007, presented by Rita Scallan (Exhibit 07-677)

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2. Out-of-County Travel paid for the period of August 9 – August 22, 2007, presented by Rita Scallan (Exhibit 07-678)
3. Presentation on the America Beverage Association Guidelines for Schools and the Tag-On Bid for vending with Escambia County School District, presented by Rick Norris and Andy Britton (Exhibit 07-679)
4. Summer Voluntary Pre-Kindergarten Program Results, presented by Guyla Hendricks (Exhibit 07-680)
5. Update on General Fund Total Fund Balance for Fiscal Years 2004-2005 and 2005-2006, presented by Rita Scallan (Exhibit 07-681)

## **CONSENT AGENDA:**

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

1. Minutes of Regular Meeting of August 27, 2007, recommended by the Superintendent for approval.
2. Appropriation of District 1 School Board Member Capital Outlay funds to Choctawhatchee High School Band Program for the purchase of band instruments in the amount of \$4999, presented by Cindy Frakes and recommended by the Superintendent for approval (Exhibit 07-682).
3. Payment of Invoices dated September 10, 2007, presented by Rita Scallan and recommended by the Superintendent for approval (Exhibit 07-683).
4. Warrants in the amount of \$10,634,823.30, presented by Rita Scallan and recommended by the Superintendent for approval (Exhibit 07-684).
5. Acceptance of Donations, presented by Rita Scallan and recommended by the Superintendent for approval (07-685).
6. Volunteer List, compiled by Kaye McKinley and recommended by the Superintendent for approval (07-686).
7. Application for Best Buy Technology Grant submitted by Bob Sikes Elementary School, presented by Joseph Johnson and recommended by the Superintendent for approval (07-687).
8. Title IV, Safe and Drug-Free Schools Entitlement Project Application for 2007-2008, presented by Jerry Sansom and recommended by the Superintendent for approval (07-688).
9. Acceptance of Grant Funds allocated by the Florida Department of Education for Emergency Notification Phone System, presented by Jerry Sansom and recommended by the Superintendent for approval (07-689).
10. Course Additions at the DJJ schools, presented by Dr. Diane Kelley and recommended by the Superintendent for approval (07-690):
  - A. M/J United States History and Career Planning course, #2100015
  - B. M/J Social Personal Skills 6-8 & Career Planning course, #7863002
11. Inter-Institutional Agreement between Okaloosa-Walton College (OWC) and Okaloosa County School District for the dual enrollment program, presented by Guyla Hendricks and recommended by the Superintendent for approval (07-691).

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12. Memorandum of Agreement between University of West Florida and Okaloosa County School District to establish guidelines for the CHOICE Engineering Institute at Choctawhatchee High School, presented by Cindy Massarelli and recommended by the Superintendent for approval (Exhibit 07-692).
13. Equal Opportunity Update for 2006-2007, presented by Arden Farley and recommended by the Superintendent for approval (Exhibit 07-693).
14. Personnel Recommendations, presented by Mike Foxworthy and recommended by the Superintendent for approval:
  - A. New Hire Report (Exhibit 07-694)
  - B. Leave Requests (Exhibit 07-695)
  - C. Transfer Report (Exhibit 07-694)
15. Employment Separations, presented by Mike Foxworthy and recommended by the Superintendent for approval (Exhibit 07-696).
16. Reinstatement of Sick Leave due to line-of-duty illness/injury/medical examination, presented by Mike Foxworthy and recommended by the Superintendent for approval (Exhibit 07-697):
  - A. Carol Hooper, Baker School, 1 hour
17. Zoning Waivers, presented by Deputy Superintendents and recommended by the Superintendent for approval (Exhibit 07-698; see Zoning Waiver file).
18. Bids and Purchasing, presented by Rick Norris and recommended by the Superintendent for approval (Exhibit 07-699; see bid file for additional information):
  - A. Approval of Bids and Purchasing Requests:
    - (1) RFB 08-B09 Automotive Equipment for Crestview VoTech Center awarded to American Tire Distributors in the amount of \$26,357.00
    - (2) Renewal of RFP 06-P05 Fire Alarm and Certification Repairs awarded to Ivanco, Inc., Fixed Prices
    - (3) Tag-On-Bid #08-03 with the School Board of Bay County for Ice Cream Products awarded to Blue Bell Creameries, L.P., Fixed Prices
    - (4) Tag-On-Bid #08-05 with the School Board of Bay County for Fruit Juices awarded to Dairy Fresh of Alabama, LLC, Fixed Prices
    - (5) Renewal – Systems Specialists, Inc., Sole Source, Emergency Management and Direct Digital Control Systems, Fixed Prices
    - (6) Gemaire Group, Sole Source, Factory Direct Agreement, Maintenance, Fixed Prices
    - (7) Equipment Sales Corporation, Sole Source, Factory Direct Agreement, Maintenance, Fixed Prices
    - (8) Tag-on-Bid #07C-15D with the School Board of Palm Beach County for Purchase of Food and Supplies for School Cafeterias, multiple award, Fixed Prices
  - B. Rejection of Bids and Purchasing Requests: None

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### C. Service Agreements:

- (1) SA# 8-89 Christie Woodard, Provide Group Instruction for High School Flag Corp, Baker School - \$1800
  - (2) SA# 8-97 Mary C. Lowery, Provide Vocal Coach Services for Drama Department, Fort Walton Beach High School - \$7250
19. Superintendent's Annual Financial Report and Report of Financial Data to the Commissioner of Education for the Fiscal Year Ended June 30, 2007, presented by Rita Scallan and recommended by the Superintendent for approval (Exhibit 07-700).
  20. Motor Vehicle Lease for Disaster Transportation Services between the School Board of Okaloosa County and Silvercrest Manor in Crestview, presented by Jay McInnis and recommended by the Superintendent for approval (Exhibit 07-701).

### DISCUSSION AGENDA:

1. Consideration of School Performance Plan Requests, Responses and Updates, presented by Deputy Superintendents and recommended by the Superintendent for approval: None
2. Motion to approve Budget Amendment #12 – Fiscal Year 2006-2007, presented by Rita Scallan was made by Mr. Walker, seconded by Mr. Hill and carried unanimously (Exhibit 07-702).
3. Motion to approve the Monthly Financial Statement for June 2007, presented by Rita Scallan was made by Mr. Walker, seconded by Mr. Hill and carried unanimously (Exhibit 07-703).
4. Addendum to the Purchase Contract between the School Board of Okaloosa County and J. LaDon Dewrell and Charles W. Clary for a parcel of land located in Baker, presented by Jeff McInnis.

Mr. McInnis stated that the survey for the Baker property has been received. The actual surveyed acreage to be purchased is 27.72 acres which is approximately one-fourth acre less than the 28.1 acres in the Purchase Contract. The surveyed acreage includes a .7 acre parcel that was not originally included under the Purchase Contract legal description. Prior to the closing date, title work will be completed on this parcel and the .7 acre section included in the survey legal description will be evaluated and included in the Phase I environmental study for the overall property. In order to allow sufficient time for this work, it is recommended that the closing date be moved to September 14, 2007. The purchase price has been reduced pro rata for the shortage from 28.1 acres. The proposed Addendum reflects a reduction in the purchase price based upon the survey for a revised purchase price of \$937,829.20.

Motion to approve the Addendum to the Purchase Contract between the School Board of Okaloosa County and J. LaDon Dewrell and Charles W. Clary for 27.72 acres in Baker in the amount of \$937,829.20 was made by Mr. Hill, seconded by Mr. Walker and carried unanimously (Exhibit 07-704).

Mr. McInnis requested the adoption of a Resolution to authorize the closing of the Purchase Contract with J. LaDon Dewrell and Charles W. Clary for the purchase price of \$937,829.20.

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Motion to adopt the Resolutions for the purchase of 27.72 acres from J. LaDon Dewrell and Charles W. Clary for the purchase price of \$937,829.20 was made by Mr. Walker, seconded by Mr. Hill and carried unanimously (Exhibit 07-705).

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

Mr. McInnis stated that the reports from Faithful+Gould have been received in regard to Construction items #1 and #2. Both reports verify that the prices are within acceptable construction industry range.

1. Program No. 3, Task Order No. 17, Change Order No. 9, GMP for the Destin Elementary School Phase II Classroom Renovations in the amount of \$1,750,954.00, presented by Dr. Bill Smith and recommended by the Superintendent for approval was approved on a motion by Mr. Hill, seconded by Mr. Walker and carried unanimously (Exhibit 07-706).
2. Program No. 3, Task Order No. 17, Change Order No. 10, GMP for Crestview High School Phases II and III in the amount of \$4,474,040.00, presented by Dr. Bill Smith and recommended by the Superintendent for approval was approved on a motion by Mr. Walker, seconded by Mr. Hill and carried unanimously (Exhibit 07-707).
3. The Board acknowledged receipt of Faithful+Gould Cost Verification Report for the Pryor Middle School Facade Renovation – Phase 2, presented by Jeffrey McInnis (Exhibit 07-708).

The Chairman recessed the Regular Meeting and called to order the Public Hearing at 6:15 p.m.

### **PUBLIC HEARING**

The Chairman stated that the purpose of the hearing was to consider the proposed Okaloosa County School District Final Budget for the Fiscal Year 2007-2008 (Exhibit 07-709).

The millage rates were adopted separately and individually, as well as the total millage rate, at the Public Hearing conducted on July 30, 2007.

General Fund Budget in the amount of \$284,015,853.22 – Chairman Thigpen called for public comment; there was none.

Motion to adopt the General Fund Budget in the amount of \$284,015,853.22 was made by Mr. Walker, seconded by Mr. Hill and carried unanimously.

Debt Service Fund Budget in the amount of \$10,399,221.38 – Chairman Thigpen called for public comment; there was none.

Motion to adopt the Debt Service Fund Budget in the amount of \$10,399,221.38 was made by Mr. Walker, seconded by Mr. Hill and carried unanimously.

Capital Project Funds Budget in the amount of \$149,061,568.01 – Chairman Thigpen called for public comment; there was none.

Motion to adopt the Capital Project Funds Budget in the amount of \$149,061,568.01 was made by Mr. Walker, seconded by Mr. Hill and carried unanimously.

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Special Revenue Funds – Other Federal Programs in the amount of \$15,707,026.41- Chairman Thigpen called for public comment; there was none.

Motion to adopt the Special Revenue Funds – Other Federal Programs in the amount of \$15,707,026.41 was made by Mr. Walker, seconded by Mr. Hill and carried unanimously.

Special Revenue Funds – Food Service in the amount of \$9,839,903.60 – Chairman Thigpen called for public comment; there was none.

Motion to adopt the Special Revenue Funds – Food Service in the amount of \$9,839,903.60 was made by Mrs. Frakes, seconded by Mr. Hill and carried unanimously.

Total District Summary Budget in the amount of \$469,023,572.62 – Chairman Thigpen called for public comment; there was none.

Motion to adopt the Total District Summary Budget in the amount of \$469,023,572.62 was made by Mr. Hill, seconded by Mrs. Frakes and carried unanimously.

Motion to adopt Resolution No. 07-03 adopting the Final Budget for Fiscal Year 2007-2008 was made by Mr. Walker, seconded by Mr. Hill and carried unanimously.

The Chairman called for public comment on the proposed new job description, Program Coordinator/Take Stock in Children; there was none.

Motion to approve a new job description for Program Coordinator/Take Stock in Children was made by Mr. Hill, seconded by Mr. Walker and carried unanimously (Exhibit 07-710).

The Chairman concluded the Public Hearing and reconvened the Regular Meeting at 6:20 p.m.

### **INFORMATION TECHNOLOGY SEAT MANAGEMENT CONTRACT: None**

Mr. Hill stated that after the recent lightning strike that struck the computer system and phone system at the School District Administration Building, he learned that the metal roof may not be properly grounded, and he stated there may be other facilities that should be checked for proper grounding. Dr. Bill Smith stated that the expense to adequately ground a facility could be significant and exceed the cost of devices that could be damaged or lost. He stated that the facilities will be checked for adequate grounding.

### **BIDS AND PURCHASING: None**

### **ATTORNEY'S BUSINESS: None**

Mr. McInnis requested that the Chairman reconvene the Public Hearing and take public input on the final Millage Rates, although a previous vote had taken place at the time the Preliminary and Tentative Budget was adopted.

The Chairman recessed the Regular Meeting and reconvened the Public Hearing at 6:25 p.m.

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### **PUBLIC HEARING**

The Chairman stated that the Board would receive public input on the Millage Rates for the 2007-2008 Fiscal Year (Exhibit 07-709).

- (1) Required Local Effort Tax @ 5.0240 – Chairman Thigpen called for public comment; there was none.  
Motion to adopt the millage rate @ 5.0240 for Required Local Effort was made by Mr. Hill, seconded by Mr. Walker and carried 5-0.

- (2) Current Operating Discretionary Tax @ 0.6770 – Chairman Thigpen called for public comment.

Sharon I. Trenary addressed the Board regarding the proposed taxes. She asked for clarification regarding the impact of increased school taxes affecting the increase of her property assessment. It was explained that the millage rate is slightly less this year, and that the school tax is a small portion of the entire tax plan. She was referred to the Okaloosa County Property Appraiser's office for property assessment information.

Motion to adopt the millage rate @ 0.6770 for Current Operating Discretionary tax was made by Mr. Hill, seconded by Mrs. Frakes and carried 5-0.

Mr. McInnis stated that the millage rate at 0.6770 includes Discretionary Local Effort at 0.510 and Supplemental Local Effort at 0.167.

- (3) Additional Millage – none.
- (4) Capital Improvement Tax @ 1.9380 – Chairman Thigpen called for public comment; there was none.

Motion to adopt the millage rate @ 1.9380 for Capital Improvement Tax was made by Mr. Hill, seconded by Mr. Kelley and carried 5-0.

- (5) Interest and Sinking Tax – none.
- (6) Total Millage Rate @ 7.6390 – Chairman Thigpen called for public comment; there was none.

Motion to adopt the Total Millage Rate @ 7.6390 was made by Mr. Hill, seconded by Mr. Kelley and carried 5-0.

The Chairman concluded the Public Hearing and reconvened the Regular Meeting at 6:35 p.m.

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

1. Out-of-State Student Field Trips (Exhibit 07-710)

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

Mrs. Frakes stated that several topics that were discussed during Governor Crist's visit with Dr. Tibbetts may need to be included in the Legislative agenda.

There being no further business and upon motion being duly made and seconded, the meeting was adjourned at 6:40 p.m.

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Jan Crawford, Recorder

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ALEXIS TIBBETTS  
SUPERINTENDENT AND  
CORPORATE SECRETARY

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CATHERINE S. THIGPEN  
CHAIRMAN OF THE BOARD