

**WORKSHOP MEETING – JUNE 10, 2010**

The School Board of Okaloosa County met in Workshop Session on June 10, 2010, in the School District Administration Building, 120 Lowery Place, SE, Fort Walton Beach, Florida.

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

Alexis Tibbetts, Superintendent  
C. Jeffrey McInnis, Esq., Attorney to the Board

**ABSENT:** Rodney Walker, Chairman

The Vice-Chairman called the meeting to order at 9:05 a.m., the purpose of the meeting being to review Agenda items, thereby expediting the Regular Meeting. Items may be considered in random order to accommodate visitors and presenters. Routine items not discussed during the Workshop were reviewed prior to the meeting with no further questions or comments by the Board.

Vice-Chairman Frakes made the following changes to the Agenda: Added as consent #42, Health Services Contract for 2010-2011 with Pediatric Services of America; Seat Management item #1 was deleted.

The Vice-Chairman stated that this was the last day of school for the students and the Agenda would be adjusted in order to accommodate the presenters who had closing ceremonies to attend at their schools.

Jeff Welsh, Okaloosa Online Program Administrator, answered questions regarding the 2010-2011 contract with Florida Virtual School (FLVS), and the 2010-2011 Okaloosa Online Plan/Budget. He stated that the anticipated FTE for 2010-2011 school year is approximately 48-50, and that the amount of revenue the district generates is less than the cost of the program. This year, thirteen students graduated directly from the online program. He noted that the breakdown of the assistant principal has changed from 80% last year to 90%.

With regard to the vendor services for the elementary school virtual program, Mr. Welsh stated that the total fee paid per student will be \$3,995 for the 2010-2011 school year. This year five students were enrolled.

Kellie Plemons, Prevention Coordinator at Shelter House, gave an overview of their program which is the only certified domestic violence support center serving Okaloosa and Walton Counties. Ms. Plemons facilitates groups at schools and various youth programs that teach youth how to identify abuse and bullying, as well as how to help their peers who may be experiencing these activities. She provided a handout outlining primary prevention interventions in the socio ecological model, and explained examples of primary prevention.

Ms. Plemons presented the Board members and Superintendent with the Youth Village Petition that was compiled by the youth in the program as a leadership project in an effort to stop bullying in the schools, and to keep the schools a safe and fun environment, and proposed a peer monitoring program. Ms. Plemons commented that the students would be interested in taking a more active role in the schools.

Dr. Tibbetts stated that the District has implemented the “Tell Somebody” program in high schools and middle schools. She stated that there is a state statute relating to anti-bullying, and that Mr. Jerry Sansom could assist her with questions regarding this policy. Mrs. Frakes suggested that perhaps the students could form a

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“Tell Somebody” committee at their schools. She commended Ms. Plemons and the youth in her group for trying to do something about this issue and stated that she would support her in any way.

Mr. McInnis recommended that Mr. Sansom’s office get with Ms. Plemons and review the bullying policy that the Board has recently adopted. He explained that it is a comprehensive policy that deals with the process and procedure of reporting incidents of bullying, and the District’s handling of any such reported incidents. He commented that the policy provides a series of ways that these kinds of incidents can be reported.

Mrs. Kaye McKinley, Deputy Superintendent, introduced Jodi Kendrick, Administrative Director for Pediatric Services of America. Ms. Kendrick thanked the Board for the opportunity to provide nursing services this school year. Dr. Tibbetts stated that the nursing program ran smoothly in the schools this year and that Ms. Kendrick and her staff have provided great oversight and support.

Mrs. Frakes inquired about the changes in the proposed PSA contract for the 2010-2011 school year from the current contract. Mrs. McKinley responded that there is a reduction of eight LPNs in the proposed contract, and health technicians will be assigned to the schools to provide nursing care. PSA has assured the District that under Florida statute, the health technicians can provide the same care as LPNs. Since health technicians are assigned to the schools, a supervisor RN has been added. The increase in cost from last year is \$5,000.

Ms. Kendrick clarified that under Florida statute, health technicians can provide nursing services; however, a supervisor RN must be available if needed, but is not required to be onsite. She stated that being sensitive to the District’s financial situation, PSA will be responsible for providing additional training with the health technicians so they can provide services to acute care students.

Mr. Hill asked what impact the delayed FCAT results will have on the summer intensive studies schedule at Laurel Hill School. Brandon McSween, Laurel Hill Assistant Principal, stated that at the elementary level there is a strong indication by student performance during the entire year that would determine if a student would be invited to attend the summer program. He explained that in anticipation of invitations to the summer program, a review of students with multiple retentions as well as last year’s FCAT scores has been completed.

Mr. Rodney Nobles, Deputy Superintendent, introduced Sodexo representatives, Tony Buscemi, Jessica Burge, Larry Haile, and Chef Donna Pease who gave an update on the food service program. Mr. Haile, General Manager, presented an overview of Sodexo’s accomplishments this year, such as marketing in schools, catering, demonstration cooking, community involvement, and employee training, to name a few.

Ms. Burge, Sodexo Dietician, explained the different ways nutrition education has expanded, which included the Nutri Café, a virtual cafeteria found on the District’s web site that shows the nutritional analysis of a student’s food selection. Students and parents can visit the Nutri Café to build a student’s meals up to one month in advance. Ms. Burge presented graphs showing the increase in breakfast participation and stated that the increase in participation occurred when breakfast carts were introduced at two high schools in the Spring. They anticipate a continued increase when breakfast carts are offered at the high schools in August.

Mr. Buscemi, Sodexo District Manager, gave an overview of the NSF Food and Physical Safety Audit at Lewis Middle School. NSF is a third party that completes an audit at one school in the District each year. Lewis Middle School earned a Double Gold rating which represents that Lewis made perfect scores on both, food and physical safety. He stated that there were no deficiencies in the CRE Audit, which is a review

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from the State. Overall lunch and breakfast participation has increased approximately 6% from last year. In regard to revenue and expenses, Mr. Buscemi stated that from a reconciliation completed through the end of April, projections are that the District's fund balance at the end of the year will be approximately \$1.2 million, of which approximately \$370,000 is in commodity inventory. The food service program is approximately \$840,000 in the black over last year's losses.

Mr. Buscemi concluded with an overview of future goals which are to develop a program that can re-invest in itself, be self-supporting, and have a comprehensive plan going forward for capital improvements so the students have an environment in which they will want to participate and buy lunch. One area Sodexo plans to expand is the culinary catering in which they are working toward developing a joint venture with the culinary program in the schools. Additionally, Sodexo is working on a proposal to present to the Board at the next Board meeting that involves the renovation of the Niceville High School cafeteria in an attempt to change the environment from a commercial industrialized look to a more inviting retail environment, or a cyber café type environment.

Mr. Kelley asked about the general liability insurance renewal. Jim Palmer, Risk Management Program Director, provided a FSBIT proposal analysis for comparison information. He did not recommend the FSBIT proposal for this fiscal year as there is no savings compared to the current proposal submitted to the Board; however, he stated that the District may want to look into it as an opportunity to purchase next year.

In regard to the Adult Vocational Fee Schedule for school year 2010-2011, Mr. Hill asked why most students enrolled in adult general education courses are fee exempt. Mr. Al Gardner, Principal at OATC, explained that adult general education is related to adult diplomas or the adult GED program offered at Northwest Florida State College which does not apply to the District.

In reference to the course adoptions, Mr. Hill asked how the AICE Sociology exam would be considered as the end of course exam since the AICE test results would not be available until after the end of the school year. Shawnea Tallman, Curriculum Specialist, explained that the AICE end of course exams do not weigh into a student's grade like the other end of course exams; She compared it to the AP and IB testing of which there are no end of course exams for those programs.

Mr. Hill asked about the changes in the Year-long VPK budget for 2010-2011. Mrs. Hendricks, Chief Officer of Quality Assurance and Curriculum, stated that there was an adjustment in the salary percentages for the specialist overseeing the program and the secretary at Southside Center. She explained that it was a re-adjustment by program after review of the responsibilities per personnel per program. There was no actual budget increase.

Mr. Hill inquired as to the advantage of the AICE diploma. Mr. Steve McLaughlin, Curriculum Specialist, responded that the Cambridge AICE diploma is similar to the IB diploma as it is internationally recognized. He stated that the AICE program will be available at all six high schools, and based on the current student interest it is anticipated that enrollment will increase each year the program is offered.

Mr. Hill inquired about the Project Application for Title II, Part A, Teacher and Principal Training and Recruiting Fund, noting that the budget for the grant exceeded the amount of funds requested. Mrs. McAllister stated that it is a roll forward and the difference is from funds left over from this year.

Attorney Jeffrey McInnis informed the Board that suspension of Employee #xxx-xx-5559 has been deleted from this agenda.

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In regard to reappointment of personnel for fiscal year 2010-2011, Mr. Hill inquired about provisional recommendations and resigning/retiring personnel. Mr. Foxworthy explained that a provisional recommendation is made assuming that the employee meets certain certification requirements by a certain date, and the employee has signed pre-employment contract. Retiring/resigning personnel are employees who have officially resigned or retired.

Mr. Hill asked about the revision to School Board Policy 4-44 Student Enrollment and Educational Decisions. Mr. McInnis responded that it is a new policy and the Agenda should be corrected to reflect that the request is to advertise a public hearing for adoption of new School Board Policy 4-44 Student Enrollment and Educational Decisions. He stated that the goal is for the Board to adopt the policy in July so it will be in place before the new school year starts. He explained that the policy makes reference to a number of affidavits that have been drafted and are under review by MIS for assignment of numbers, and will be implemented with the policy if adopted. The principals and administrative staff will receive training and be provided the forms at their summer retreat.

Mr. McInnis informed the Board that he anticipates receiving a retainer agreement from Attorney Julie Weatherly regarding her assistance with a matter in the ESE department which he will submit for Board approval at the Board meeting Monday.

Mr. McInnis stated that legislation this year has changed the statute regarding the collection of money for damaged or destroyed instructional materials. In the past, the district has prorated the dollar amount to recover. The change in statute states that principals shall recover the purchase price of materials. The statute requires the Board to have a policy in place, and based upon that policy if the money has not been collected after reasonable efforts, the law now allows students to be denied access to extracurricular activities, or students can be required to perform community service at the school in lieu of payments that have not been collected. Mr. McInnis stated that he will submit the revised policy and a request for advertisement at a future meeting so it can be in place before the school year starts.

Dr. Tibbetts stated that FCAT scores have been delayed until June 30, due to an encrypting error that created a problem with the scores being matched properly to student names. She has met with principals regarding the matter.

Mr. Hill asked if employees who are approved for TDE have insurance coverage if their TDE paperwork is submitted after the TDE activity has been completed. Dr. Tibbetts responded that it is her understanding that employees do have insurance coverage while they are on TDE even though their paperwork is submitted after the activity. She stated that there are times when the paperwork is not submitted prior to the TDE activity, and she will speak to the principals regarding this matter.

Mr. Hill inquired about the status of the Embry-Riddle Aeronautical University contract for 2010-2011. Dr. Tibbetts stated that Mary Beth Jackson has been negotiating with Embry-Riddle-Daytona; however negotiations have not been successful due to an increase in the contract proposal. The more students that participate in the program, the more increase per section.

Mary Beth Jackson explained that another option would be to offer the program through Embry-Riddle Worldwide, which has local campuses at Eglin Air Force Base and Hurlburt Field. Through an articulation agreement, students receiving Embry-Riddle credits through the District's aviation program could articulate directly to Worldwide campuses at Hurlburt and Eglin.

Mrs. Thigpen stated that she will not support the Embry-Riddle-Daytona contract as it comes forward because of the cost and the number of no-positioned employees.

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She also stated her concern about the status of the program should Worldwide not meet the District's goals. Mr. Kelley agreed with Mrs. Thigpen's comments, noting that the program's expenses exceeded FTE by approximately \$65,000 this year and there is an additional increase in the proposed contract. He stated that there does not seem to be any additional information for the Board to consider regarding the contract. He recommended the Board make a decision at the meeting Monday night to reject or accept the Embry-Riddle-Daytona contract, and that an alternative proposal be considered as high school students have begun selecting aviation-related courses for the 2010-2011 school year.

Mr. Hill and Mrs. Frakes concurred that Embry-Riddle Worldwide would be an alternative to consider; however, it is their understanding that Worldwide will not enter into contract negotiations with the District until District negotiations with Embry-Riddle-Daytona for the 2010-2011 school year are off the table. Mrs. Jackson confirmed their understanding was correct.

Mrs. Frakes requested that the 2010-2011 Embry-Riddle Aeronautical University-Daytona Beach contract proposal be added to the Discussion Agenda as an emergency item for the Board to reject or accept at the Board meeting Monday evening. Due to the timeframe for an agreement to be in place for the aviation institute when school starts, the District can move forward with negotiations with another provider if the proposed contract with Embry-Riddle-Daytona is rejected.

Mr. Kelley stated that he attended the OATC certification graduation ceremony last week and that it was well attended. He commented that the students earning certifications through certification programs offered at OATC have a place in the community.

Mrs. Thigpen stated that as the District moves forward with the budget, she will not support any kind of position title change that results in a salary increase.


Mrs. Thigpen stated that although the food service fund balance is solvent, those funds cannot be moved to the general budget to help pay for salaries.

Dr. Tibbetts stated that the District continues to have technology and infrastructure needs; that some of the technology equipment was installed 10-12 years ago and needs to be replaced. Eric Mitchell stated that there was a lightning strike at Valparaiso Elementary School, and with the combination of age, it took out the gear on the tower. Internet service is back on with the assistance of the City of Valparaiso.

Mrs. Frakes stated that Governor Crist vetoed HB 5607 which changed the DROP interest rate for all Florida Retirement System members who enter DROP on or after July 1, 2010. Mr. Foxworthy stated that notice of the veto was sent to all employees who were affected and they were allowed to make adjustments.

There being no further business, the meeting was adjourned at 11:00 a.m.

Jan Crawford, Recorder

  
ALEXIS TIBBETTS, Ed.D.  
SUPERINTENDENT AND  
CORPORATE SECRETARY

  
RODNEY L. WALKER  
CHAIRMAN OF THE BOARD