

Bronson, FL
September 18, 2017
6:00 p.m.

REGULAR SESSION

The School Board of Levy County met in Regular Session this 18th day of September, 2017 at 6:00 p.m. with Board Chairman Chris Cowart, Cameron Asbell, Brad Etheridge, Rick Turner, Paige Brookins and Board Attorney David Delaney present.

Adoption of Agenda: Cameron Asbell moved to approve the agenda, second by Paige Brookins, motion carried.

Welcome Visitors: Board Chairman Chris Cowart welcomed all the visitors and asked if anyone from the audience who would like to address the Board. There were none.

Distinguished Alumni: John Lott, District Assistant Superintendent, informed the Board that the Chiefland, Bronson, Williston and Cedar Key schools will form Alumni meetings to work on reviewing candidates to be honored as their Schools' Alumni. Cameron Asbell, gave an overview of Bronson's method of reviewing the list and how they are trying to sort and select candidates. They said once the candidates are chosen and honored, their pictures will be hung at a designated location within each school. John said this will be an annual event.

Financial Condition Ratio Policy: Matt McLelland, Director of Administration and Kim Lake, Director of Finance talked about developing a new Financial Condition Ratio Policy for the School Board of Levy County to ensure that we have a plan in place to monitor the financial status throughout the year. After discussion, the Board recommended that they work on the policy and bring it back for review at the next Board Meeting.

CKS Gym – Request to Advertise for RFP for A/C: Superintendent Jeff Edison and Chris Cowart, Chairman of the Board said a couple moved into Cedar Key during the summer, and want to donate \$240,000 to the Cedar Key School to air condition the gym. They said the couple want to remain anonymous for now, but are ready to proceed as soon as possible. Mr. Edison said they are concerned about the mechanical engineering and recommend the Design Build Process so the company can design and build the A/C to meet our budget. After discussion, Brad Etheridge moved to approve advertising for the RFP to air condition the CKS gym, second by Cameron Asbell, motion carried.

2017-2018 Comprehensive Student Progression Plan: Tabled for next Board Meeting.

Public Hearing 2017-2018 Final Millage & Budget: Kim Lake, Director of Finance, informed the Board that this was the second and final hearing of the two required public hearings to be held concerning the millage and budget for the 2017-2018 school year, stating that the purpose of the hearing was to adopt the final millage and final budget and to provide the public the opportunity to offer input. After further review and discussion of the budget information distributed by Mrs. Lake, the Board took the following action. (See Supplemental Minutes)

1) Paige Brookins moved to approve the final millage rates as follows and adopt the final resolution #18-03, as follows:

Required local effort	4.317
Basic Discretionary (operating)	0.748
Capital Outlay	<u>1.500</u>
Total Millage	6.565

The total millage reflects a negative change of (1.41%) of the current year's total proposed rate as a percent change of the rolled-back rate as found on line 22 of the schools taxable value, second by Cameron Asbell, motion carried.

- 2) Paige Brookins moved to approve the final budget and adopt the resolution #18-04, second by Brad Etheridge, motion carried.

Approval of Minutes: Rick Turner moved to approve the minutes of the August 22, 2017 Board meeting, second by Brad Etheridge, motion carried.

Consent Agenda: After discussion, Cameron Asbell moved to approve the Consent Agenda, second by Rick Turner, motion carried.

1. GENERAL ITEMS:

a) Employee Status Changes / Recommendations:

1. Charlotte Hathcox, CMHS Food Service Manager, *resignation* from employment to *Participate in DROP, effective* August 1, 2017, and *ending* July 31, 2022.
2. Regena Roberts, CES Teacher, ESE, *effective* August 23, 2017, *replacing* Andrea Perez, *out-of-field* in Elementary Education.
3. Julie Lynn Haire, CMHS Teacher, ESE, *change in funding*, as follows:

From:	1000E 5200 0120 0051 11020	100%
To:	4210E 5200 0120 0051 40241 F2018	43%
	1000E 5200 0120 0051 11020	57%
4. Katherine S. Corbin, CMHS Teacher, Graduation Coach, *change in funding*, as follows:

From:	4210E 6300 0130 0051 40241 F2018	100%
To:	4210E 6300 0130 0051 40241 F2018	83%
	1000E 5100 0120 0051 11030	17%
5. Mary Russi, CMHS Teacher, Other, *change position*, to Teacher, Math, M/J, and *funding change*, as follows:

From:	1000E 5100 0120 0051 11030	50%
	4210E 5100 0120 0051 40241 F2018	50%
To:	1000E 5100 0120 0051 11030	100%
6. Tara Lynn Cannon CMHS Teacher Aide, ESE, *effective* August 24, 2017, *replacing* aide vacancy left by George Bogner.
7. **(Board Approved August 8, 2017)** - Dale Johnston, BMHS Teacher, Career Tech-Building/Construction, *amend* beginning date *from* August 3, 2017 *to* August 28, 2017.
8. Taelor Allen, CES Teacher, 1st Grade, *effective* August 25, 2017, *replacing* Cheri Hazzard, *out-of-field* in Elementary Education, 1st Grade.
9. Amanda Frye, BMHS Teacher, Science S/H, *effective* August 25, 2017, *replacing* Steven McCormick.
10. Kathleen Keim, YTS Teacher Aide, ESE, *change in funding*, as follows:

From:	4210E 5200 0150 0111 40230 F2018	100%
To:	1000E 5100 0150 0111 11030	100%

11. Todd Schrader, YTS Teacher, PE / Social Studies, *effective* September 5, 2017, *replacing* Charles Gatton.
12. Stacy Lewis, BES Teacher, 1st Grade, *resignation*, effective September 1, 2017.
13. Greg Dristiliaris, YTS Teacher Aide, ESE, *change in funding*, as follows:

From:	4210E 5200 0150 0111 40230 F2018	100%
To:	1000E 5100 0150 0111 11030	100%
14. Larry L. Foley, Transportation Bus Aide, *resignation for retirement*, effective September 11, 2017, original hire date May 1, 2013.
15. Renee Mathews, CMHS Teacher Aide, ESE, *resignation*, effective September 15, 2017, and *payment* for any unused leave, original hire date August 16, 2012.
16. Carol M. Jones, District Coordinator Career Pathways & Literacy, *resignation* from employment to *participate in DROP*, beginning September 1, 2017 and ending August 31, 2022.
17. Out-of-Field Assignments for the 2017-2018 school year:

Site	Employee	Certification	OOF Area(s)
BES			
	Shannon Aguirre	Elem Ed K-6	ESOL
	Melanie Barnes	Elem Ed K-6	ESOL
	Jennifer Brooks	Elem Ed 1-6; ESE K-12; Rdg. End.	ESOL
	Nathaniel Davis	Ed. Ldrshp; Gifted End; ESE; Guidance	Elem. Ed.
	Tracey Devane	Elem ed K-6	ESOL
	Rhonda Garner	Elem Ed K-6; Gen Sci 5-9	ESOL
	Margaret Kelly	Elem Ed K-6	ESE
	Marsha Marchant	Elem Ed 1-6	ESOL
	Crystal Pelt	Elem Ed K-6; ESE K-12; PK/Primary	ESOL
	Denise Schultz	PE K-6; PE 6-12; Elem Ed K-6; Mental Hndcp K-12; Middle Grades End.; School Principal	ESOL
	Dorothy Raymer	Elem Ed K-6; Ed Ldrshp	ESOL
	Candace Valentine	Elem Ed K-6; MGIC; Rdg. End.	ESOL
BMHS			
	Brandi Cummings	Ag6-12	Science M/J
	George Deen	PE K-8; PE 6-12; English 5-9; Ed Ldrshp	ESOL
	Shanno Dukes	Math 5-9	Math Coll. Readiness
	Genny Foshee	Journalism 6-12; MGIC 5-9; Rdg. End.	ESOL
	Rebecca Jerrels	Soc Sci 6-12; English 6-12	ESOL
	Kyle Quincey	Elem Ed K-6; ESE K-12	ESOL
	James Roundtree	Ed Ldrshp; Bus Ed 6-12	Social Studies
CES			
	Taelor Allen	Soc Sci 6-12	Elem Ed
	Charlotte Andrews	Elem Ed 1-6	ESOL
	Regena Roberts	ESE	Elem Ed
	Dana Smithers	Elem Ed K-6; ESE K-12	Guidance

CKS			
	John Miller	Soc Sci 6-12	PE
	Jessica Sloan	Elem Ed K-6	ESOL
CMHS			
	Markeinis Brown	Math 5-9	Lang Arts; ESOL
	Erin Hurst	Soc Sci 6-12	Lang Arts
	Gerald Lawrence	Soc Sci 6-12; English 6-12; Ed. Ldrshp	ESOL
	David Mitchell	Math 6-12; Soc Sci 6-12	Bio 1, Env. Sci; M/J; Comp Sci 2 M/J; Comp Sci 3 M/J
	Sandra Prew	ESOL End; Rdg End; English 6-12; Rdg K-12; VE; PE K-8	US History
	Cory Puckett	English 6-12	Reading 1
	Brent Slaughter	Bus Ed 6-12	Math M/J
ESE			
	Kimberley McLean	Elem Ed K-6; ESE K-12; Math 5-9; ESOL End	Visually Impaired
JBES			
	Terri Ashchi	PK / Primary	ESOL
	Analyssia Pelaez	Elem Ed K-6	ESOL
WES			
	Kaitlyn Bannon	Elem Ed K-6	ESOL
	Kathleen Olson	Elem Ed K-6	ESOL
WMHS			
	Mary Daniel	English 6-12	ESOL
	Isha Elkins	Ag 6-12	Soc Studies M/J
	Bradley Hicks	Soc Sci 6-12; English 6-12; English 5-9	Int. Rdg
	Amanda Myhree	Soc Sci 5-9	Guidance
	Maria Shaffner	World Lang-Spanish	Int. Rdg. ESOL
	Joshua Thompson	English 6-12	ESOL; Inten Rdg.
	Richard Whittington	Soc Sci 6-12	PE
YTS			
	Melody Carson	Elem Ed 1-6	Math MJ
	Raven Dorminey	Elem Ed K-6; ESE K-12	ESOL
	Elizabeth Horner	Middle Grade Intergrated Curriculum; 5-9; Emot Hndcp; SLD	Intro Agriscience
	Candy Prescott	ESOL End; Rdg. End; Elem Ed 1-6	Guidance
	Amy Shook	Elem Ed K-6; Soc Sci 6-12; ESOL End.	Gifted

18. Shirley Goins, Transportation Bus Driver, *resignation* from employment to *Participate in DROP, effective* September 1, 2017, and *ending* August 31, 2022.
19. Sarah Wade, Transportation Bus Driver, *resignation* from employment to *Participate in DROP, effective* September 1, 2017 and *ending* July 31, 2022.
20. Stephanie Anderson, BES Teacher, 1st Grade, *effective* September 8, 2017, *vacancy*.
21. Amanda Falls, BES Teacher, VPK Lead Teacher, *resignation*, effective September 8, 2017, original hire date August 3, 2016.
22. Amanda Falls, BES Teacher, KG, *effective* September 11, 2017, *vacancy*.
23. Nicole Landschoot, BES Teacher, ESE, *resignation*, effective September 15, 2017, original hire date August 3, 2017.
24. District School Bus Route Verifications for the 2017-2018 SY:

Transportation Department
SCHOOL BOARD OF LEVY COUNTY
Route Verifications for Bus Drivers and Bus Aides
Effective for the School Year 2017 - 2018

Bus Drivers	16-17 SY	17-18 SY	Difference
AHRENS, MIKE	5.75	6.75	1.00
AHRENS, WINDY	5.00	5.00	0.00
ALFONSO, NANNETTE	7.00	7.50	0.50
ANDERSON, SHEILA	5.50	7.50	2.00
ARMSTRONG-ADDISON, DEBRA	8.00	8.00	0.00
BARLOW, ALESA	5.25	5.50	0.25
BOWEN, ANN	6.00	6.00	0.00
BOYD, AMY	8.00	7.50	(0.50)
BREWINGTON, VAUGHN	8.00	7.75	(0.25)
BROSS, DAVID	5.00	5.00	0.00
BROWER, KAREN	6.50	6.50	0.00
BUIE, RICHARD	5.50	5.00	(0.50)
BURGE, HENRY TERRELL	6.00	7.00	1.00
CARLSON, PAUL	5.00	5.00	0.00
CARNEGIE, QUANDA	5.00	5.00	0.00
CAROUSSOS, LINDA	5.00	5.00	0.00
CROSSMAN, MARYANN	8.00	8.00	0.00
DAUBE, JENNIFER	5.00	5.50	0.50
DAYS, COURTNEY	8.00	8.00	0.00
DAYS, JOYCE	8.00	8.00	0.00
DAYS, RONALD	8.00	8.00	0.00
DEWEES, MARY ANN	6.00	6.50	0.50
FLOYD, VIRGINIA	6.75	7.00	0.25
FOLEY, RUTH	7.00	7.25	0.25

GOINS, SHIRLEY	7.00	7.00	0.00
GOOLSBY, DREMA	6.25	6.25	0.00
GRIFFIN, CARLYNN	7.75	7.75	0.00
GRIFFIN, KENNETH	7.75	8.00	0.25
HAGAN, JOY	5.00	5.00	0.00
HALEY, TRACY	8.00	8.00	0.00
JACKSON, IRIS	7.75	7.75	0.00
JAMES, MARY V.	8.00	8.00	0.00
JENTSCH, CAROL	8.00	8.00	0.00
JORDAN, FRANCES	5.00	5.00	0.00
KING, PERSEL	5.50	5.50	0.00
KIRBY, EDWINA	7.25	8.00	0.75
KNOPIC, TINA	7.00	6.75	(0.25)
KOON, ROBIN	5.00	5.25	0.25
MATTHEWS, DEBRA	7.50	7.50	0.00
MAYES, EDDIE	5.00	5.75	0.75
MILLER, JOAN	6.25	6.75	0.50
MOORE, CHERYL	7.00	7.00	0.00
NICHOLSON, MARY	6.75	6.75	0.00
NOEL, KAYLA	5.50	5.50	0.00
NYGARD, LOIS	7.75	7.75	0.00
PARKER, KATRINA	5.00	5.00	0.00
PERRY, CAROLYN	8.00	7.75	(0.25)
ROBERTS, TIFFANY	7.00	6.50	(0.50)
RODRIGUEZ, MOISES	7.50	7.50	0.00
SCHNIEDER, MARK	5.50	6.00	0.50
SHELTON, CHERYL	7.00	7.00	0.00
THOMPSON, ALEX CHRISTY	5.25	5.25	0.00
TOWNSEND, FRANCES	7.75	8.00	0.25
WADE, SARAH	7.00	5.75	(1.25)
WALKER, ANGELA	5.50	5.25	(0.25)
WARHURST, KELLY	6.50	7.50	1.00
WOOD, ANN	5.00	5.00	0.00

Bus Aides

BEACH-HALLMAN, DIANE	5.00	5.50	0.50
CARRASQUILLO, JUDITH	5.00	5.00	0.00
DOMINEY, JULIE	5.00	5.00	0.00
JAMES, CARNESIA	5.00	5.00	0.00
LUCAS, MARIE	5.00	5.25	0.25
MEEKS, MARY	5.75	6.00	0.25
MINOR, SUSIE	6.00	6.00	0.00
PHILLIPS, JOHNNIE	5.75	6.00	0.25
SMOTHERS, TINA	5.00	5.00	0.00
WARHURST, SARA	6.50	6.50	0.00
INCREASING IN WORK HOURS			
DECREASING IN WORK HOURS			

NOTE: Any routes over 8.00 will be paid by Time Cards

Bus Driver/Aides will be paid their regular rate of pay up to 8.00 hours per day. Any additional work-time over 8.00 hours per day will be turned in on a timecard for payment. Hours exceeding 40 per week will be paid at time and 1/2.

b) Professional Leave Requests:

1. Dr. Rosalind Hall, Presenter at the FLDOE Educational Strategies and Student Engagement Institute, September 18-20, 2017, Orlando, FL., travel expenses paid from Project #40230 F2018.
2. Kimberley Beth McLean, County-Wide Teacher, ESE/SS Visually Impaired (VI), Florida Postsecondary Education Program Planning Institute, September 27-29, 2017, Altamonte Springs, FL., travel expenses paid from Project #40230 F2018.
3. Teresa Pinder, Teacher, ESE/SS, District Local Assistive Technology Specialist (LATS), R-Lats Duties, Putnam and Flagler Counties, September 17-20, 2017, Palatka, Palm Coast, and Bunnell, FL., travel expenses paid from Project #40290 F2018.
4. Marcy Young, ESE/SS, District ESE 504 Coordinator, Specific Learning Disabled, Other Health Impaired, Traumatic Brain Injury, Orthopedically Impaired, (SLD/OHI/TBI/OI) District Contacts Meeting, October 3-4, 2017, Tampa, FL., mileage and meals direct reimbursement to participant by Technology and Learning Connections, hotel paid directly by Project, no cost to Board.
5. Catherine Sturgill, WMHS Teacher, Social Studies, Fall Planning Meeting for the National Junior Classical League, September 27 – October 1, 2017, Miami University, Oxford, Ohio, all travel expenses, including cost of sub, paid by National Junior Classical League, no cost to Board.
6. Laura Storm, District ESE / SS Speech Language Pathologists, Florida Educators for the Deaf / Hard of Hearing Conference (FEDHH), November 3-4, 2017, Daytona Beach, FL., travel expenses paid from Project #40230 F2018.
7. Teresa Pinder, District Local Assistive Technology Specialist (LATS), Region 3 Multi-Tiered System of Supports (MTSS) Meeting, October 5-6, 2017, Viera, FL., travel expenses paid from Project #40290 F2018.
8. Teresa Pinder, District Local Assistive Technology Specialist (LATS), Regional Assistive Technology Specialist (RLATS) Duties for Flagler County, October 22-24, 2017, Palm Coast and Bunnell, FL., travel expenses paid from Project #40290 F2018.
9. Barbara Rivers, District Coordinator MIS / Technology, Annual Workshop for District Assessment and Accountability Administration, August 30-31, 2017, Orlando, FL., travel expenses paid from Project #18320.
10. North FL i-Ready User Summit, September 27-28, 2017, Jacksonville, FL., hotel paid directly by i-Ready, meals provided, mileage paid from Project #40241 F2018.

BES: Cheryl Beauchamp, Principal and Melinda Chemin, Teacher / Reading Coach

11. **(Board Approved August 8, 2017)** - John R. Lott, Jr., Assistant Superintendent, AdvancED Florida Training, September 18-19, 2017, Orlando, FL., travel expenses paid from Project #18320, **amend** dates to October 2-3, 2017, and **add** Candace Dean, Assistant Superintendent.
12. Florida Association of Educational Data Systems (FAEDS) 2017 Conference, September 24-27, 2017, Daytona Beach, FL., travel expenses paid from Project #10140, for the following:

District: Ronald Perez, Coordinator MIS / Technology and
Adam Boatright, Information Technology Associate

13. Florida Athletic Coaches Association (FACA) Basketball Clinic, September 28-30, 2017, Orlando, FL., travel, meals and lodging are at the participant's expense, only cost to the Board are substitutes, for the following: CKS – Carrie Tomlin and David Tomlin, Teachers

c) Family Medical Leave Requests:

1. Stanley Giza, BMHS Teacher, Other, August 25, 2017 through November 28, 2017.
2. **(Originally approved August 8, 2017)** - Stacie Leffert, BMHS Teacher Aide, *amend to* August 3, 2017 through September 1, 2017.
3. Rose Fant, WMHS Health Aide, September 25, 2017 through November 6, 2017.

d) Student Trip Requests:

1. FFA Chapters Presidents Conference, August 26-27, 2017, Orlando, FL., travel expenses paid from Project #15300, for the following:

BMHS: Chaperone Brandi Cummings, four (4) students, private vehicle.

CMHS: Chaperones Matthew Dettloff, Shelby Rodgers, six (6) students, county van.

2. BMHS classes, Disney Magic Kingdom, March 23, 2018, Orlando, Chaperones Teresa Collins, Jennifer Goedeck, Kyle Quincey, Tracy Thomas, Stacey Leffert, 23 students, commercial carrier, no cost to Board, travel expenses paid from Internal Accounts.
3. BMHS FFA, National FFA Convention, October 24-28, 2017, Indianapolis, IN., Chaperones Marcia Smith, Brandi Cummings, Johnny Smith, four (4) students, county van to airport, Commercial Airline, travel expenses paid from Project #15300.
4. WMHS FFA, Sunbelt Agriculture Expo, October 18, 2017, Moultrie, GA, Chaperones Natalie Couey, Shelby Rodgers, 50 students, commercial carrier, travel expenses paid from Project #15300.
5. CMHS FFA, National FFA Convention, October 21-28, 2017, Indianapolis, IN., Chaperones Dallas Locke, Jeff and Cheryl Twombly, and Rebecca Horlocker, 10 students, two (2) rental vans, travel expenses paid from Project #15300.

e) Military Leave Requests:

1. Lamar D. Asbell, Jr., District Maintenance Department, September 8, 2017.

f) Administrative Services:

1. Contracts and / or Agreements:
 - a. 2017-2018 Master Workforce Services Contract between the Citrus, Levy, Marion Regional Workforce Development Board, Inc., (CLMRWDB), d/b/a Career Source Citrus Levy Marion and the School Board of Levy County. (Attachment)
 - b. 2017-2018 Uniform Statewide Assessment Calendar

2. FINANCE:

- a. General Fund Budget Summary Information as of August, 2017. (Attachment)
- b. Budget Amendment 10B. (Attachment)
- c. Approval of the Annual Financial Report for FYE 2016-2017 with supporting schedules and notes, and the Annual School District Program Cost Report for 2016-2017. All originals to be submitted to the Department of Education, Office of Funding and Financial Reporting, on or before September 18, 2017. Copies will be available at the Board Meeting for review by Board Members.
- d. Categorical Flexible Spending Resolution. (Attachment)
- e. Management's Discussion and Analysis Summary for fiscal year ending June 30, 2017. (Attachment)

Superintendent's Comments / Recommendations: Superintendent Edison thanked Anna Kroll for her professional and personal assistance as Finance Officer and Interim Director. He said she will be missed. He reminded everyone about her retirement party on Friday, September 29, 2017, from 1-4:00 p.m., in the Finance Building. Mr. Edison said the Master Board Training is still scheduled for Thursday, September 28, 2017, from 8:00 – Noon. He thanked all employees for assisting in all areas, including opening and running five (5) shelters for Hurricane Irma, and cleaning up afterwards. He said they fed and cared for over 1,500 people. He gave the Board copies of the PD calendar for October. He said Legislation Day is Wednesday, Sept. 27, 2017 at 9:30 a.m., in the Dogan Cobb Building, Bronson.

Board Comments: Paige Brookins thanked everyone who worked the shelters. She asked for a progress report on the Focus classes. John Lott gave an update on each school and location. He said the system is working well. He said the important thing is to ensure all programs are run consistently. She said she has seen changes in one student and thinks the new system is working well. She asked for the Board to review the policy that places students in the Focus classes to review their length of stay before being eligible to return to the regular classroom setting. Currently, the CSPP and Student Code of Conduct require expelled students to serve a minimum of one full semester. Mr. Lott gave the number of students currently in the FOCUS classes: Chiefland – 13, Bronson – 10, Williston – 8, and LLA – 17.

Brad Etheridge complimented the Levy EOC for their professionalism and preparation for hurricanes and emergencies. He said the logistics are very demanding. He said he attended several meetings during preparation for hurricane Irma and he learned a huge amount about how to prepare for situations.

Cameron Asbell said he was very impressed as to how well everyone works together to survive emergencies. He talked about a benefit fundraiser being held for a student from BMHS who has been diagnosed with T-Cell Lymphoma Cancer, September 29, 2017. He said Wednesday, Sept. 20, 2017 is FFA Ag Safety Day.

Chairman Chris Cowart thanked everyone who worked the shelters and EOC during the hurricane and afterwards, including all the clean up to ensure the schools were safe and ready to re-open. He thanked Paige Brookins and Brad Etheridge for feeding the linemen and emergency workers. He said we have 180+ employees employed with SBLC that were educated in Levy County.

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

ATTEST:

APPROVED:

Jeffery R. Edison, Secretary

Chris Cowart, Board Chairman