

**FRANKLIN COUNTY SCHOOL BOARD
REGULAR MEETING
WILLIE SPEED BOARD ROOM**

FEBRUARY 20, 2017

6:00 P.M.

BOARD MEMBERS PRESENT: Stacy Kirvin-Chair, Teresa Ann Martin-Vice Chair, Pam Marshall, George Thompson and Carl Whaley

OTHERS PRESENT: Traci Moses-Superintendent, Barbara Sanders-Board Attorney and Monica Moron-Administrative Assistant

I. CALL TO ORDER/ADOPTION OF AGENDA-Chair Kirvin called the meeting to order at 6:00 p.m.
Motion by Martin seconded by Marshall to adopt the agenda; Motion carried 5-0

II. INVOCATION AND PLEDGE OF ALLEGIANCE- Teresa Ann Martin

COMMENTS/DISCUSSION ITEMS

III. TRACI MOSES-SUPERINTENDENT- Staff Presentations

Best & Brightest Teachers	High Impact Teachers	2017 FCS Teachers of the Year	2017 FCS Support Person of the Year
Lindsay Bockelman (ABC)	Donna Barber (FCS)	Natasha Pennycuff-Ele	Paul Bankston, Para
Tara Ward (ABC)	Lindsay Bockelman (ABC)	Debra Fletcher-MS/HS	
Karen Ward (ABC)	Whitney Martina (ABC)		
Anna Keel (ABC)	Tara Ward (ABC)		

Superintendent Moses read an excerpt from the FLDOE as to the qualifications for the Best & Brightest Teacher award recipients and her, along with Mrs. Chimene ABC School Principal/President recognized and presented plaques those teachers and to the High Impact Teachers. Superintendent Moses then recognized and made presentations to the FCS Teachers and Support person of the year. The Board and Superintendent Moses expressed their appreciation and admiration to all recipients.

IV. BOARD MEMBERS

Whaley-had nothing to bring before the Board

Marshall-expressed concern about teachers being docked for time. Mrs. Peddie, HR Director explained the procedures regarding the adjustment of time. The Board and Mrs. Peddie discussed this matter at length.

Mr. Roderick Robinson, FCS Guidance Counselor and FCTA President addressed the Board to discuss an email received by staff regarding the sign-in procedure and the lack of procedural information on this matter. Mr. Robinson complimented Mr. Clatto FCS Principal and Mrs. Rudd, FCS Assistant Principal on

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building teacher morale at FCS, however he expressed concern that this time procedure was destroying teacher morale. Ms. Martin asked Mrs. Peddie to make sure staff received a copy of the policy and procedures regarding this matter. Superintendent Moses commented on the amount of money spent on teacher substitutes and the importance of having teachers come to work on time. She invited those with concerns to come and speak to her or Mrs. Peddie regarding this matter adding that their input would be greatly appreciated. Chair Kirvin asked for clarification on the procedure for teacher tardiness regarding the supervision of students in the morning.

Mr. Chip Clatto FCS Principal addressed the Board to provide information on the tardy issues among school staff. Listen to tape. Mr. Clatto remarked based on his prior experience schools that focus solely on policies and procedures do not perform at their highest capabilities adding schools that reflect on a personal level perform better.

Martin-had nothing to bring before the Board

Thompson-had nothing to bring before the Board

Kirvin-had nothing to bring before the Board

V. BARBARA SANDERS-BOARD ATTORNEY

Reported on the upcoming EPWS meeting

VI. PUBLIC/VISITOR COMMENTS

Mr. Bankston, FCS Paraprofessional and Basketball Coach=MS girls addressed the Board and shared with them this season's success and thanked them for their support. Ms. Martin expressed her appreciation for his information.

Chair Kirvin invited the Board and audience to attend the girls' softball games.

BOARD ACTION ITEMS

VII. CONSENT ITEMS

- A. Bills-01-30-17 \$106,530.23
- B. Bills-021717 \$411,853.10
- C. Minutes-01-17-17 FCSB Workshop
- D. Minutes-01-26-17 Regular Meeting

Motion by Whaley, seconded by Martin to approve items VII-A, B, C and D; Motion carried 5-0

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VIII. TRACI MOSES-SUPERINTENDENT

Superintendent Moses had nothing to bring before the Board

IX. SENIOR PARENTS

A. 2017 Project Graduation Request-*(Postponed from 01/26/17 meeting)*

Sunny Stultz Dunaway and Melanie Shiver Senior class parents addressed the Board to request transportation for project graduation. Per Attorney Sanders the use of school buses makes this a school function and even if the individuals have graduated if they are on the bus they are covered in case of an accident. The Board, Attorney Sanders and parents discussed participants' age range, policy requirements, costs and viable bus drivers, with Attorney Sanders recommending the Board not allow a volunteer bus driver.

Motion by Whaley, seconded by Marshall to make item IX-A a school sponsored event; Motion carried 5-0

X. CHIP CLATTO-FCS PRINCIPAL

A. February Report (non-action)

Reviewed his report with the Board and the new emergency response procedures. Superintendent Moses suggested adding the new procedures to the substitute training. Attorney Sanders asked that the new procedures be added to the next workshop agenda for discussion and regular meeting for approval. Mr. Kirvin remarked on his appreciation of the use of data. Mrs. Marshall complimented him Mr. Clatto on his good job at the school.

B. Student Travel Request-Varsity Cheerleaders

Mrs. Sunny Stultz Dunaway, Cheer sponsor addressed the Board to discuss the upcoming trip and how they just needed use of the vans. Ms. Sonja Buffkin addressed the Board and confirmed that the vans were available.

Motion by Whaley, seconded by Marshall to allow the varsity cheerleaders use of the vans; Motion carried 5-0

Mr. Thompson expressed his appreciation to Mrs. Dunaway on how she manages the cheerleaders.

XI. SONJA BUFFKIN-TRANSPORTATION MANAGER

A. February Director's Report-Non-Action

Discussed the report with the Board highlighting the following:

- 3 strikes and you are off the bus and
- Implementation of PBIS Behavior Bucks introduced to our student body the transportation department has noticed a drop in discipline referrals.
- Improving our line of communication between the Deans, Bus Drivers and Parents.

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- Aggressive action in getting out of service buses on the road.
- new buses

The Board and Supt Moses discussed applying for grants to provide Wi-Fi on school buses.

XII. TERRY HILTON-FOOD SERVICE DIRECTOR

Mrs. Hilton was not in attendance

XIII. NICK O'GRADY

A. February Director's Report (Non-Action)

Discussed report with the Board highlighting the following areas

- The grant monitoring process has begun
- There will be one Title II onsite visit this year however the date has not been scheduled
- Interviewing for Adult Education Teachers for daytime classes
- Lab for daytime Adult Education classes almost complete
- 3 individuals at the Franklin County Jail received their GED and a small recognition ceremony was held to commemorate their achievement. Special Thanks to Stacy

Chair Kirvin talked about the TRIAD fund and suggested tapping into that funding source.

XIV. KAREN PEDDIE-HUMAN RESOURCES DIRECTOR

A. February Director's Report (Non-Action)

Discussed report highlighting the following:

- advertised, received applications and facilitated selection for the following positions:
 - a. Paraprofessional- ISS
 - b. Assistant Automotive Mechanic/Bus Inspector
- Fingerprinted 3 new employees/volunteers/vendors
- In-processed 2 new employees and 2 new community volunteers
 - a. Volunteers are now signing in through School Check-in and we have 40+ hours of service for February as of 2/13/2017
- Began filming a video to use in recruitment efforts
- Continued review of all district job descriptions
- Continued review of NEOLA procedures
- Continued review of NEOLA policy update

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- Continuing Collective Bargaining
 - B. Attendance & Transportation FTE Specialist Job Description (Postponed from 01/26/17 meeting)

Motion by Thompson, seconded by Martin to approve item XIV-B; Motion carried 4-1 (Marshall opposed)

- C. Attendance Assistant-Receptionist Job Description*****(Postponed from 01/26/17 meeting)***
***** Position will require Union Ratification***

Motion by Martin, seconded by Marshall to approve item XIV-C; Motion carried 5-0

- D. Certification Specialist & Secretary for District Instructional Services Job Description-Revised
(Postponed from 01/26/17 meeting)

Motion by Whaley, seconded by Martin to approve item XIV-D; Motion carried 5-0

- E. Policy 1121.01 Criminal Background & Employment History-Administration

Motion by Whaley, seconded by Marshall to adopt policy 1121.01 Criminal Background & Employment History-Administration option 2; Motion carried 5-0

- F. Policy 3121.01 Criminal Background & Employment History-Instructional Staff

Motion by Marshall, seconded by Whaley to approve policy 3121.01 Criminal Background & Employment History-Instructional Staff option 2; Motion carried 5-0

- G. Policy 4121.01 Criminal Background & Employment History-Support Staff

Motion by Whaley, seconded by Martin to approve Policy 4121.01 Criminal Background & Employment History-Support Staff option 2; Motion carried 5-0

- H. Policy 1217 Weapons-Administration

- I. Policy 3217 Weapons-Instructional Staff

- J. Policy 4217 Weapons-Support Staff

- K. Policy 5772 Weapons-Students

- L. Policy 7217 Weapons-Property

Motion Martin, seconded by Marshall to approve items XIV-H, I, J, K and L; Motion carried 5-0

- M. Policy 5121 Controlled Open Enrollment (New Policy)

Motion by Whaley, seconded by Marshall to approve item XIV-M; Motion carried 5-0

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N. Florida's Best & Brightest Teacher Scholarship Program

Motion by Martin, seconded by Marshall to approve item XIV-N; Motion carried 5-0

O. Request to Hire-R Wheatley-Teacher-PE K-12

Motion by Marshall, seconded by Whaley to approve item XIV-O with an effective hire date of February 9, 2017; Motion carried 5-0

P. Head Football Coach Supplement Recommendation

Motion by Marshall, seconded by Martin to approve item XIV-P; Motion carried 5-0

Q. Assistant Football Coach Supplement Recommendation

Motion by Marshall, seconded by Whaley to approve item XIV-Q; Motion carried 5-0

R. January Sub-list

Motion by Marshall, seconded by Martin to approve item XIV-R; Motion carried 5-0

S. Tutor Approval

Motion by Whaley, seconded by Marshall to approve item XIV-S; Motion carried 5-0

XV. BUD STRANGE

Mr. Strange had nothing to bring before the Board

XVI. SUE SUMMERS-SPECIAL PROGRAMS DIRECTOR

A. February Director's Report (Non-Action)

Discussed report highlighting the following

- Graduation Report
- MTSS
- Special Education
- Certification
- FTE Audit
- MIS
- Registration for 2017-2018
- Teachers as Advisors (TAP Program)

Superintendent Moses discussed possible grant funding to assist students with the cost of the ACT.

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Chair Kirvin suggested using some of the School Board scholarship funds for this particular purpose. Dr. Summers shared information regarding the upcoming Pre-K and kindergarten enrollment. Attorney Sanders and Dr. Summers discussed review of student enrollment information. Dr. Summers and Chair Kirvin discussed open enrollment for the upcoming school year. Superintendent Moses discussed enrollment process for the upcoming school year. Chip Clatto, FCS Principal addressed the Board and remarked about the review of student enrollment forms.

Mindy Parker, with Early Headstart addressed the Bboard about partnering with her organization.

B. 2016-17 Out of Field Teachers

Ms. Martin and Dr. Summers processes to correct this problem. Mrs. Peddie addressed contract language pending approval by the union to assist with correcting this issue.

Motion by Thompson, seconded by Whaley to approve item XVI-B; Motion carried 5-0

C. Advancement Via Individual Determination (AVID) Program

Motion by Whaley, seconded by Marshall to approve item XVI-C; Motion carried 5-0

D. Capital Area Headstart & Franklin County School District MOA

Dr. Summers explained the changes to the MOA.

Motion by Martin, seconded by Thompson to approve item XVI-D; Motion carried 5-0

E. Franklin County Wellness Plan

Ms. Martin and Dr. Summers discussed the effectiveness of the plan.

Motion by Marshall seconded by Martin to approve item XVI-E; Motion carried 5-0

XVII. SHANNON VENABLE-FINANCIAL SERVICES DIRECTOR

A. Superintendent's Monthly Report-January & Budget Amendment #5

GENERAL FUND ANALYSIS	January 2017	January 2016
REVENUES COLLECTED TO DATE:	8,510,935	8,297,314
% REVENUES COLLECTED TO DATE:	74%	73%
EXPENDITURES TO DATE:	6,818,717	6,066,486
% EXPENDITURES TO DATE:	53%	49%
% of year complete	58%	
ENDING FUND BALANCE	Projected 6/30/2017	Ended 6/30/2016
UNRESTRICTED FUND BALANCE	967,243	1,591,273
RESTRICTED FUND BALANCE	311,779	371,463
ASSIGNED FUND BALANCE	20,093	24,987

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TOTAL FUND BALANCE	1,299,116	1,987,723
FUND BALANCE %	8.44%	13.81%

Chair Kirvin requested a 3year financial plan for the District.

Motion by Martin, seconded by Thompson to approve item XVII-A; Motion carried 5-0

B. 2015-16 Financial & Federal Single Audit

Mrs. Venable remarked that this is the first time the District has had an error free audit.

Motion by Whaley, seconded by Marshall to approve item XVII-B; Motion carried 5-0

C. Internal Account Audit Proposal Recommendation

Motion by Martin, seconded by Whaley to approve item XVII-C; Motion carried 5-0

D. 2016-17 AFR Engagement Letter for CPA Services

Motion by Thompson, seconded by Marshall to approve item XVII-D; Motion carried 5-0

E. ABC School 2016-17 2nd Quarter Financials

Motion by Martin, seconded by Marshall to approve item XVII-E; Motion carried 5-0

XVIII. ADJOURNMENT

Motion by Martin, seconded by Marshall to adjourn; Motion carried 5-0

Chair Kirvin adjourned the meeting at 7:34 p.m.