

**FRANKLIN COUNTY SCHOOL BOARD**

**WORKSHOP**

**WILLIE SPEED BOARD ROOM**

**FEBRUARY 20, 2017**

**5:00 PM**

**MINUTES**

**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**-Chair Kirvin called the workshop to order at 5:03 p.m.

**II. BOARD INFORMATION COMMENTS/DISCUSSION ITEMS**

**Employee Job Descriptions**

**A. Attendance & Transportation FTE Specialist (Peddie)**

Mrs. Karen Peddie, HR Director addressed the Board and clarified for Mrs. Marshall that this position would not have any supervisory responsibilities over the bus drivers or mechanic, however the position would assume attendance responsibilities. Mrs. Peddie commented the salary for this position would depend on who applies and who is hired. Mrs. Marshall mentioned cutting a position and Superintendent Moses remarked that any changes would not take place until next year. Superintendent Moses explained why the District needed this position. Superintendent commented that she would like to cut the transportation manager position but not cut would take place until she can analyze the budget, and see what the District needs for next year, adding that other small districts have similar job descriptions. Mrs. Marshall expressed concern in overwhelming Mr. Bud Strange, Facilities, Maintenance and Operations manager with additional job duties like his predecessor, Mr. London. Superintendent Moses responded his predecessor was unqualified to hold the position due to his lack of experience. Superintendent Moses and Mrs. Marshall discussed combining the transportation and facilities manager positions with Superintendent Moses expressing the need of having support for Mrs. Louise Chipman attendance officer. Superintendent Moses explained that she would be writing job descriptions to the benefit of the District and the school, not the employee and this change is not being made due to any disciplinary action, but solely to benefit the District. Superintendent Moses and Mrs. Marshall discussed years of experience in relation to salary with Mr. Thompson commenting that the Board determines salary.

Mrs. Peddie remarked that Mr. London had additional responsibilities such as risk management, technology, E-Rate and several other items. Superintendent Moses reiterated that all job descriptions will be re-written to benefit the need of the District and students.

Mr. Kirvin remarked that he was apprehensive and concerned about combining the transportation and maintenance positions because of overlapping duties.

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Superintendent Moses expressed and explained again the need to add this position as support to the attendance officer Mrs. Louise Chipman. Mrs. Marshall and Superintendent Moses discussed additional duties that may be assigned to the position. Mrs. Marshall clarified that items B & C were just updates to existing positions and Superintendent Moses responded yes. There were no additional comments or discussion on item II-B and C

- B. Attendance Assistant-Receptionist (Peddie)
- C. Certification Specialist & Secretary for District Instructional Services-Revised (Peddie)
- D. ETallahassee 2-Way Radio Systems Estimates (Strange)

Mr. Bud Strange, Facilities, Maintenance and Operations Manager discussed with the Board on this quote and possibly taking another less costly route.

ACTIVITY	QTY	RATE	AMOUNT
IC-F6121D 57	30	549.00	16,470.00
Icom IDAS Mobile Radio	30	48.00	1,440.00
ETRAB4503			
Elite Phantom UHF Antenna - Black	30	12.00	360.00
MB8U	30	99.00	2,970.00
RG58U 3/4" mount line kit			
Radio Installation			
Installation of two-way radio			

TOTAL

**\$21,240.00**

Mr. Whaley commented that this route would have a recurring monthly fee per radio however it would take a long time to reach the quoted price of the repeater and radios which will be bus mounted. Mr. Strange and the Board discussed:

- the assigned frequency of the radios
- use of the radios
- possible antennas
- placement of radios in all District vehicles transporting students
- GPS capability included
- cost of current radio system and possible cost savings
- acquiring loaner units for practice.

Superintendent Moses she would like to have this presented to the Board at the next meeting for action so we can it ready for bus drivers.

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Mr. Kirvin discussed a broken down bus incident with Mr. Strange

E. Bus Barn Door Estimate (Strange)

**Estimate**

# Coastal Home Automation LLC

**For:** Franklin County School Board  
85 School Road  
Eastpoint, Florida 32328

**Estimate No:** 1242  
**Date:** 02 February 2017

**Ship To:**

**Ship Date:** 02 February 2017  
**Tracking No:**  
**Ship Via:**  
**FOB:**

Description	Quantity	Rate	Amount
12'wide x13'tall rolling steel commercial garage door with windload and chain hoist on right side.	2	\$1,945.00	\$3,890.00
Labor to install garage door	2	\$225.00	\$450.00*
Discount for multiple garage doors	-2	\$100.00	-\$200.00*

\* Indicates non-taxable item

Please specify in email if you want chain hoist on a specific side of garage doors. These doors will be white in color.

Subtotal \$4,140.00  
TAX (7.00%) \$272.30  
Shipping \$0.00

<b>Total</b>	<b>\$4,412.30</b>
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The Board discussed the Bus Barn estimate and possible use of a large facility in Carrabelle. The Board and Superintendent Moses discussed how using the gym at Brown Elementary in Eastpoint as the bus barn will affect The Nest afterschool program and Alternative Education both of which are located at Brown and other areas on the campus that could be used for student activity. Mr. Kirvin suggested waiting to see if the District could acquire the facility in Carrabelle before moving forward with renovating the gym at Brown.

F. Waste Management (Strange)

Mr. Strange went over the waste management invoice as follows:

*Friday:	FCS Valentine's Day Dance District Basketball Tournament
*Saturday:	District Basketball Tournament
*Monday:	Softball and Baseball Games
*Tuesday:	Elementary Valentine's Party Softball and Baseball Games
Wednesday:	Removal Day

\*These events are in addition to normal school day activities.

The Board and Mr. Strange discussed the upfront costs and use of the current dumpsters verses use of the trailers and the convenience and cost effectiveness of utilizing trailers adding costs would be paid through food service. Mr. Whaley remarked on the benefits of having a dumpster especially during athletic events. Superintendent Moses commented on the cost savings benefit to the District. The Board requested this contract be added to the next agenda for approval.

Chair Kirvin discussed an upcoming meeting with EPWS. Attorney Sanders suggested adding EPWS to the next workshop agenda.

G. 2017 Graduation Date (Kirvin)

Mr. Kirvin and Dr. Summers, Special Programs Director discussed changing the date as it conflicts with possible softball finals. Mrs. Marshall was of the opinion it was too late to change the graduation date. The Board and Dr. Summers discussed this matter further in addition to next year's calendar.

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Mrs. Jamie Duhart, FCS Teacher and senior parent addressed the Board to say that graduation announcements for seniors have already been ordered.

Mr. Kirvin asked that all people involved in the planning the school calendar review all dates to avoid conflicts in the future.

***Chair Kirvin adjourned the workshop at 5:44 p.m.***