

**FRANKLIN COUNTY SCHOOL BOARD  
WORKSHOP  
WILLIE SPEED BOARD ROOM**

**JULY 24, 2017**

**5:30 P.M.**

**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 Jessica Gay-Administrative Assistant

**I. CALL TO ORDER- Chair Kirvin called the workshop to order at 5:30 p.m.**

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

- A. 2016-2018 School Health Services Plan  
Helen Cook, Health Director for Franklin County Health Department, gave a highlight of the school health services report. Ms. Cook noted that in the 2016-17 school year there were over 10,000 school health services provided to the students an average of 7 per student.
  
- B. School Health Program Updates  
Helen Cook, Health Director for Franklin County Health Department, gave a brief description of the services provided to the school and noted that they will be adding an additional RN to assist. The health department would like to add additional services to include immunization services, in-clinic physicals, health counseling, reproductive services and disease education. Ms. Cook noted that in providing the additional services they believe it would benefit many families and ensure immunizations remain up to date. The services would require the written consent of the parent/guardian.
  
- C. Denton Cove  
Attorney Barbara Sanders noted that the extension is automatic. Mrs. Marshall asked Shannon Venable, Director of Finance, how much of the money is left from previous years. Mrs. Venable said that last year's \$10K was placed in the general fund to offset the attorney's fees and the year before \$15K is still in the general fund. Mrs. Marshall mentioned that she does not believe the teachers know that the money is available. Superintendent Moses asked if there was a way we could communicate this information to all teachers and let them know what the money can and can't be used for. The money is to be used according to DOE red book guidelines.
  
- D. Discipline Hearing Plan  
Dr. Sue Summers, Director of Curriculum and Instruction, presented the Discipline Hearing Plan which formalizes the process for expulsions. Superintendent Moses had requested the plan be drafted to streamline clear procedures to be followed by school administration. Superintendent Moses noted the Discipline Hearing

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Plan outlines the process for expulsion, placement of student in alternative setting, and provides clear direction as to how each case should be handled. Attorney Sanders and Superintendent Moses discussed the policy in detail. Attorney Sanders noted that the Board will delegate their expulsion authority to the Superintendent provided that all of the conditions of the Discipline Hearing Plan have been met.

E. Code of Conduct

F. Progression Plan

Dr. Sue Summers, Director of Curriculum and Instruction, presented the Progression Plan and the Code of Conduct. Dr. Summers noted that minor changes were made and student in good standing is still included. Mr. Kirvin said he would like for there to be an exception for dual enrolls students so that they do not have to attend class at the school. Mrs. Marshall suggested the dual enrolled students provide support in the classrooms. Mr. Kirvin is in agreement but believes there should be structure as not to cause distraction in classroom. Dr. Summers noted that there will be only one Code of Conduct for K-12. Attorney Sanders brought to the attention of the Board that the Code of Conduct provides that Class 4 offense does not have to have a recommendation for expulsion. Mr. Whaley brought up battery on school staff and believes it should provide for automatic expulsion. Attorney Sanders noted that on felony arrest off of campus offense, the principal must determine whether the offense directly affects school functions and whether to refer the student to the Board for expulsion.

Dr. Summers suggested not allowing students who have a certificate of completion walk with the senior class. Dr. Summers believes if the students do not meet all requirements for graduation they should not be allowed to walk. Principal Rudd noted that she wanted all students to graduate with a high school diploma but believes if we tell the students up front they must complete the requirements it will give them the incentive to give their all. The Board discussed this matter further and asked that they be provided with the two options in regards to the graduation requirements to be voted on at the next board meeting.

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- G.     Pancare  
Attorney Sanders presented the agreement between Pancare and the District. The agreement provides for dental services to students.
  
- H.     Additional Summer Hours  
Dr. Sue Summers presented a request for additional summer hours for Tammy Boone and Elementary Guidance. Mrs. Marshall inquired as to their certification.
  
- I.     NWEA Contract  
Dr. Summers presented the NWEA contract noting that it replace Discovery Ed Superintendent Moses noted that she wanted consistent progress monitoring tool between Franklin County School and ABC School.
  
- J.     Head Start LEA Agreement  
Dr. Summers noted that this is not a contract with Head Start only an agreement cover any students who need further evaluations.
  
- K.     Title II Professional Development  
Dr. Summers noted this is the same as last year but the cost is \$20k less.
  
- L.     Gulf Coast State College Dual Enrollment  
Dr. Summers said they are working with Gulf Coast to align classes with what degree the student plans to achieve.
  
- M.     ABC Rehabilitation Services  
Dr. Summers noted this was our Physical therapy contract services to be provided by Victoria Padgett, RPT.
  
- N.     School Resource Deputy Agreement  
The Board, Superintendent Moses, and Attorney Sanders discussed the proposed agreement and the provisions for comp time, clock in/out, evaluation system, DARE program, character information, games, parades. The Board would like to see a comprehensive list of the additional services to be provided for by the SRD in the agreement.

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- O. Policy Revision 6320  
Shannon Venable presented the policy noting that it had been advertised and would be on the next board agenda for approval. Policy 6320 relates to purchasing.
  
- P. Board Docs  
Superintendent Moses noted that the district purchased Board Docs and we will be transitioning over. A representative from Board Docs will come to our office and train our staff as well as the Board members. Mrs. Peddie noted that NEOLA would be transitioning to BoardDocs also.
  
- Q. NWRDC Contract  
Shannon Venable presented the contract and noted this is where our data is stored. Mrs. Venable will be exploring Skyward to see if they provide a similar option.
  
- R. Cisco Telephone System  
Mrs. Venable presented a new quote from Cisco for the new phone system. The new contract provides for 0% interest with five annual payments of \$29,420. Superintendent Moses, the Board and Mrs. Venable discussed the matter at length.
  
- S. SSDCC Participation Fees for 2017-2018  
Superintendent Moses noted that we receive a lot of benefits from the Small School District Council Consortium.
  
- T. Staff Handbook  
Jill Rudd, Principal of FCS, presented the revised staff handbook highlighting the changes that were made which include the staff dress code and lesson plan due dates.
  
- U. New Educator Program  
Mrs. Rudd presented the New Educator Program to the Board noting that all new teachers will be completing the program.

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- V. City of Carrabelle  
Attorney Sanders requested a proposal for a counter offer. The proposed offer will be voted on at the next board meeting. The offer will be as follows:  
  
School board receives gym back, pays Carrabelle \$45K and have a shared agreement of parking lot. If they tear the school down, they move off of the property.  
  
City of Carrabelle receives 4 ½ acres adjacent to their property, Board lets them out of the contractual obligation for Nest and pays them \$45K.  
There will need to be a shared agreement for the parking lot.
- W. DOE 2017-18 Workforce Education Tuition and Fees  
Standard FLDOE increase in tuition and fees for adult and postsecondary workforce education programs for 2017-18. No discussion.
- X. Envision Credit Union – FCSB Scholarship Account  
Shannon Venable requested that Mr. Kirvin and Superintendent be added as signers on the Envision Credit Union account. The Board and Superintendent Moses discussed transferring the account to a local bank. Mrs. Venable will get information from local banks regarding rates.
- Y. Culinary Arts Equipment  
Shannon Venable presented quotes for replacement of the commercial range in the culinary arts program. The current equipment is old and no longer meets the needs of the program.

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**III. ADJOURNMENT**

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

*Chair Kirvin adjourned the workshop at 7:52 p.m.*

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Traci Moses, Superintendent

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Stacy Kirvin, Board Chair