

MINUTES

REGULAR MEETING OF THE
JACKSON COUNTY SCHOOL BOARD
Thursday, March 13, 2025 (4:00 PM)

ROLL CALL

UPON THE ROLL BEING CALLED, THE FOLLOWING WERE PRESENT:

BOARD MEMBERS: Chris Johnson
Tony Pumphrey
Michael "MJ" Jackson
Chephus Granberry
Rex Torbett

ALSO IN ATTENDANCE: Hunter Nolen, Superintendent Schools; Clay Milton, Board Attorney; Becky Hart, Deputy Superintendent; District Directors; and citizens

1.0 CALL TO ORDER

1.1 Call To Order

The meeting was called to order at 4:00 PM by Chris Johnson, Chairman of the Board. Mr. Johnson noted the meeting and workshop is combined this month due to Spring Break.

2.0 APPROVAL OF AGENDA

2.1 Approval of the AGENDA

Recommendation: Approval of the AGENDA
ORIGINAL - Motion

Member (Chephus Granberry) Moved, Member (Michael "MJ" Jackson) Seconded to approve the ORIGINAL motion 'Approval of the AGENDA'. Upon a roll call vote being taken, the vote was: Aye: 5 Nay: 0. The motion Carried. 5 - 0

3.0 PRESENTATIONS

3.1 1000 Books Before Kindergarten Presentation

Henry Hughes and Seeley Rambosk were recognized for their accomplishments with the 1,000 Books Read Before Kindergarten program.

4.0 CITIZEN'S REQUEST

4.1 Citizens Request: This time is set aside for the Citizens of Jackson County to address the School Board. This is not a question and answer period, nor a political forum. Personal accusations and/or derogatory remarks will not be tolerated. Comments should be limited to three minutes or less. In the interest of time, the Chairman reserves the right to limit the number of speakers on a single topic to two individuals. Please arrive prior to the meeting to complete a "Request to Speak" card. In order to adhere to CDC social distance guidelines, building and or board room access may be limited to the speaker.

Bishop Adrian Abner and Ako Bandele spoke to the board regarding future plans for the Sneads Elementary School campus and their desire to see the property used for something good for the Sneads community and to honor the legacy of Mrs. Lillie Blanks.

5.0 CONSENT AGENDA

5.1 Approval of the CONSENT AGENDA

Recommendation: Approval of the CONSENT AGENDA
ORIGINAL - Motion

Member (Tony Pumphrey) Moved, Member (Michael "MJ" Jackson) Seconded to approve the ORIGINAL motion 'Approval of the CONSENT AGENDA'. Upon a roll call vote being taken, the vote was: Aye: 5 Nay: 0. The motion Carried. 5 - 0

5.2 Approval of the Minutes of the February 13, 2025 Regular Workshop

5.3 Approval of the Minutes of the February 18, 2025 Regular Workshop

6.0 OTHER AGENDA ITEMS - Consent

6.1 Approval of OTHER AGENDA MATTERS - CONSENT

Recommendation: Approval of OTHER AGENDA MATTERS - CONSENT
ORIGINAL - Motion

Member (Rex Torbett) Moved, Member (Chephus Granberry) Seconded to approve the ORIGINAL motion 'Approval of OTHER AGENDA MATTERS - CONSENT'. Upon a roll call vote being taken, the vote was: Aye: 5 Nay: 0. The motion Carried. 5 - 0

6.2 Approval of New School Board Policies 2521 and 2522

The following School Board Policies were approved for advertisement on January 28, 2025 and have been properly advertised. #2521 - Instructional Materials Program; and #2522 - Challenges to Adoption and Use of Instructional, Library, or Reading List Materials.

6.3 Approval of Amendments to Specific Policies

The attached policy revisions were approved for advertisement on January 28, 2025 and they have been properly advertised. These policies are ready for approval 1121.01, 1129, 1210, 1231, 3120, 3121.01, 3129, 3231, 3130, 4121.01, 4129, 6110, 6111, 6112, 6114, 6325, 6550, 7310, 7450, 8310, 9200, and 9700

6.4 Chipola College High School Campus Instructor Request

Request form for Chipola’s approval of a college course being taught on a high school campus.
Mr. Granberry asked if Cottdonale High School was the only school with Chipola courses being taught on campus? Mrs. Jennifer See replied yes, and stated students from other high schools attend classes at the college campuses. Mr. Granberry asked how many students are needed to justify a college class at one of our schools. Mrs. See replied that Chipola has been very accommodating and normally 20 students are desired, but they have worked with as few at 10.

7.0 OTHER AGENDA ITEMS - Action

8.0 PERSONNEL - Consent

8.1 Approval of PERSONNEL - CONSENT

Recommendation: Approval of PERSONNEL - CONSENT
ORIGINAL - Motion

Member (Tony Pumphrey) Moved, Member (Michael "MJ" Jackson) Seconded to approve the ORIGINAL motion 'Approval of PERSONNEL - CONSENT'. Upon a roll call vote being taken, the vote was: Aye: 5 Nay: 0. The motion Carried. 5 - 0

8.2 Summary of Personnel

8.3 Non-Instructional Recommendations

8.4 Instructional Recommendations

8.5 Transfers

8.6 Retirements

8.7 Requests to Enter or Extend DROP

8.8 Terminal Leave Pay

8.9 Staffing Plan Procedures for the 2025-2026 School Year

These procedures outline the process for determining staffing plans for the District

8.10 Personnel Staffing Allocations Formula 2025-2026 School Year

This formula is used to determine staffing levels at each school based on FTE and type of school. It is used to generate the staffing allocations for each school site

Board members expressed concern with approving the allocations and then for months they are asked to approve additions to the allocations. Mr. Nolen stated the staffing allocation formula creates a “base” allocation for each school and several factors create the need for additional positions. When these additional positions are requests will be brought to the board for consideration.

8.11 Amend Job Description for School Psychologist

In order to attract potential qualified candidates for face-to-face psycho-educational services, we ask the Board to review and approve the new pay scale structure for the School Psychologist job description. Student Services will then advertise the job beginning in April for a potential start date of July 1.

9.0 PERSONNEL - Action

10.0 FINANCIAL MATTERS - Consent

10.1 Approval of FINANCIAL MATTERS - CONSENT

Mrs. Ellen Folsom provided an overview during the board meeting of the financial items listed below.

Recommendation: Approval of FINANCIAL MATTERS - CONSENT

ORIGINAL - Motion

Member (Michael "MJ" Jackson) Moved, Member (Rex Torbett) Seconded to approve the **ORIGINAL** motion 'Approval of FINANCIAL MATTERS - CONSENT'.

Upon a roll call vote being taken, the vote was: Aye: 5 Nay: 0. The motion **Carried. 5 - 0**

10.2 Approval of Monthly Cash & Investments

10.3 Approval of Revenue Summary

10.4 Approval of Budget Amendments

10.5 Approval of Budget & Expense Summary

10.6 Approval of Amended 2024-25 Administrative Staff Pay Grades and Other Personnel Pay Grade & Salary Schedule

Amended the 2024-25 Administrative Staff Pay Grade and Other Personnel Pay Grade & Salary Schedule to reflect the move of the School Psychologist position to the administrative schedule.

11.0 FINANCIAL MATTERS - Action

12.0 CONTRACTS/RESOLUTIONS/AGREEMENTS - Consent

12.1 Approval of CONTRACTS/RESOLUTIONS/AGREEMENTS - CONSENT

Recommendation: Approval of CONTRACTS/RESOLUTIONS/AGREEMENTS - Consent

ORIGINAL - Motion

Member (Chephus Granberry) Moved, Member (Michael "MJ" Jackson) Seconded to approve the **ORIGINAL** motion 'Approval of

CONTRACTS/RESOLUTIONS/AGREEMENTS - Consent'. Upon a roll call vote being taken, the vote was: Aye: 5 Nay: 0. The motion **Carried. 5 - 0**

12.2 Amended and Restated Interlocal Agreement Between the School Board of Jackson County, Florida, Jackson County, Florida, Campbellton-Graceville Hospital District, and Jackson County Hospital District Regarding Pari-Mutuel Wagering Funds

Clay Milton, Board Attorney, provided an overview of the Pari-Mutuel Wagering Funds and the need for this amended and restated Interlocal Agreement because the Campbellton-Graceville Hospital has closed. The program brings money into the school district.

12.3 Contract for Services with Professional Court Reporting Service, Inc. (1/1/25-12/31/25)

To provide court reporting services as needed for matters such as hearings that come before the Jackson County School Board.

12.4 Release of Deposit and Cancellation of Initial Commercial Contract Offer (with Vincenzo Torre); and Acceptance of Backup Commercial Contract Offer (with Kelson Drugs, Inc.) for the 2971 Guyton Street Property

Vincenzo Torre requested a Release and Cancellation of Contract on 2/25/25 for the Guyton Street property and included is a backup offer from Kelson Drugs, Inc. for \$200,000 for the 2971 Guyton Street property. If approved by the board, the estimated closing with be within 30 days.

12.5 Contract with PAEC and Gabriel, Roeder, Smith & Co to provide actuarial services (4/1/25-6/30/27)

Contract with PAEC and Gabriel, Roeder, Smith & Co for actuarial services to determine long term liability for retiree benefits as required by GASB 75 (OPEB).

13.0 CONTRACTS/RESOLUTIONS/AGREEMENTS - Action

14.0 PROJECTS/PROGRAMS/GRANTS/PLANS - Consent

14.1 Approval of PROJECTS/PROGRAMS/GRANTS/PLANS - CONSENT

Recommendation: Approval of PROJECTS/PROGRAMS/GRANTS/PLANS - CONSENT

ORIGINAL - Motion

Member (Rex Torbett) Moved, Member (Chephus Granberry) Seconded to approve the **ORIGINAL** motion 'Approval of

PROJECTS/PROGRAMS/GRANTS/PLANS - CONSENT'. Upon a roll call vote being taken, the vote was: Aye: 5 Nay: 0. The motion **Carried. 5 - 0**

14.2 Head Start & Early Head Start Grant Application for 2025-2026

Included in the grant application is a Narrative, Final Cost Allocation, Class Size Waiver, JCECP 5-year Strategic Plan/Program Goals, 24-25 Self-Assessment Executive Summary, T & TA Goal, Early Head Start/Head Start Summary, District Indirect Cost, and Community-Wide Strategic Planning and Needs Assessment Update for EHS/HS Program Year 2025-2026.

14.3 Jackson County School District Resiliency, Substance Use and Abuse, and Child Trafficking Prevention Education Implementation Plans for K-5th grade and 6th-12th grade students revised with highlighted changes.

Revisions occurred to the following implementation plans, due to the Director of K-12 Programs and MIS being the Director with access to the DOE submission portal : Jackson County School District 6-12 Resiliency, Substance Use and Abuse, and Child Trafficking Prevention Education Implementation Plan revised;

Jackson County School District K-5th Substance Use and Abuse Health Education Implementation Plan (Grades K-5) revised; Jackson County School District Child Trafficking Prevention and Awareness Education Implementation Plan (Grades K-5) revised; and Jackson County School District Resiliency Education Implementation Plan (Grades K-5) revised

14.4 Cyber Incident Response Plan

A plan is required to establish the chain of command for a potential cyber security incident.

15.0 PROJECTS/PROGRAMS/GRANTS/PLANS - Action

16.0 FACILITIES AND CONSTRUCTION - Consent

16.1 Approval of FACILITIES AND CONSTRUCTION - CONSENT

Recommendation: Approval of FACILITIES AND CONSTRUCTION - CONSENT
ORIGINAL - Motion

Member (Michael "MJ" Jackson) Moved, Member (Chephus Granberry) Seconded to approve the **ORIGINAL** motion 'Approval of FACILITIES AND CONSTRUCTION - CONSENT'. Upon a roll call vote being taken, the vote was: Aye: 5 Nay: **0**. The motion **Carried. 5 - 0**

16.2 Phase 2 Change Order 4 for the New PreK-8 Grand Ridge School Project

The purpose of this Change Order is to remove materials from the Construction Manager's contract so that Owner may receive the sales tax savings associated with Owner Direct Purchasing. See attachment for more information.

16.3 Phase 2 Change Order 5 for the New PreK-8 Grand Ridge School Project

The purpose of this Change Order is to remove materials from the Construction Manager's contract so that Owner may receive the sales tax savings associated with Owner Direct Purchasing. See attachment for more information.

16.4 Bid Award to Trenchless Today LLC

Bids for the Sanitary Sewer Repair Project at Hope School were opened at 2pm on February 18, 2025. Trenchless Today LLC was the sole bidder for the project. The recommendation is for the Board to award the project to Trenchless Today LLC. David Watford with Watford Engineering was available and provided an overview of the process used in the trenchless repair project.

16.5 Facilities Five Year Work Plan 2024-2025

The 5-Year District Facilities Work Plan is generated by the DOE's Office of Educational Facilities. JCSB Finance and Facilities are responsible for the input of only a small portion of the entire document's numerical data (mainly: local revenue, maintenance budgets, future construction and maintenance and plans). The Department of Education, Legislature, Governor's Office, Division of Community Planning (growth management), local governments, and others use the work program information for various needs including funding, planning, and as the authoritative source for school facilities related information. The Board is being asked to review and approve the plan. Upon approval the Plan and date of approval will be submitted to the Office of Educational Facilities. There was a discussion about the Five-Year Work Plan. Dallas Ellis, Facilities Director and Ellen Folsom, Finance Director provided information about the plan and reminded the Board Members the plan is basically the projects/items we want to work toward.

16.6 Removal/Disposal of Junk, Surplus, or Obsolete Property from Inventory according to Board Policy

Removal/Disposal of Junk, Surplus, or Obsolete Property from Inventory according to Board Policy. List attached.

17.0 FACILITIES AND CONSTRUCTION - Action

17.1 AIA Document G701-2017 for Grand Ridge PreK-8 School Project to Accompany the GMP for Phase 3 Approved on November 19, 2024

This AIA Document G701-2017 for the Phase 3 GMP (Guaranteed Maximum Price) for the New PreK-8 Grand Ridge School Project. This is the official acceptance document of the Culpepper Construction (Construction Manager) Phase 3 GMP and matches the pricing approved in November.

Recommendation: Approval of AIA Document G701-2017 for Grand Ridge PreK-8 School Project to Accompany the GMP for Phase 3 Approved on November 19, 2024

ORIGINAL - Motion

Member (Michael "MJ" Jackson) Moved, Member (Rex Torbett) Seconded to approve the **ORIGINAL** motion 'Approval of AIA Document G701-2017 for Grand Ridge PreK-8 School Project to Accompany the GMP for Phase 3 Approved on November 19, 2024'. Upon a roll call vote being taken, the vote was: Aye: 5 Nay: **0**. The motion **Carried. 5 - 0**

Ellen Folsom, Finance Director, stated this is the AIA document to go with the GMP providing updated language to clarify the sales tax credit.

18.0 P-CARD/PURCHASE ORDERS OVER \$10,000.00 - Consent

18.1 Approval of P-CARD/PURCHASE ORDERS OVER \$10,000 - CONSENT

Recommendation: Approval of P-CARD/PURCHASE ORDERS OVER \$10,000 - CONSENT
ORIGINAL - Motion

Member (Michael "MJ" Jackson) Moved, Member (Rex Torbett) Seconded to approve the **ORIGINAL** motion 'Approval of P-CARD/PURCHASE ORDERS OVER \$10,000 - CONSENT'. Upon a roll call vote being taken, the vote was: Aye: 5 Nay: **0**. The motion **Carried. 5 - 0**

18.2 Purchase Order to TriState Graphics for Food Service Vehicle Advertising Wraps

Provides an opportunity to advertise the National School Breakfast Program, National School Lunch Program, Summer BreakSpot, and other nutrition programs provided by the District.

18.3 Purchase Order to Screamer Construction for Replace/Remodel of Malone Agricultural Barn

This purchase order is for the partial demolition and rebuild of a barn at Malone School's agricultural education department. This barn was damaged by hurricane Michael and has not been completely repaired. The funds for this project was approved through the CAP grant from the Florida Legislature.

18.4 Purchase Order to Beard Equipment for Reel Mower for Sneads High School Agricultural Education Department

This purchase order for Beard Equipment is for the purchase of a reel mower for Sneads High School agricultural education department's landscape operation program. The purchase is being funded through the CAP grant.

18.5 Purchase Order to Deese Elite Concrete for Flooring Refinish at Graceville Agricultural Education Shop

This purchase order to Deese Elite Concrete is for the repair and refinishing of the shop floor at Graceville School.

18.6 Purchase Order to Deese Elite Concrete for Flooring Refinish at Cottondale Agricultural Education Shop

This purchase order is for the repair and refinishing of the Cottondale High School Agricultural Education Shop Floor

18.7 Purchase Order to SHI for 2025-26 District-Wide Microsoft License

2025-26 District-Wide Microsoft License that includes software for all district servers and Microsoft Office for district office

18.8 Purchase Order to Gibbs Concrete for Concrete Slab Installation for Graceville School Elementary PE

This request is for the approval of a Purchase Order to Gibbs Concrete for the installation of a 50ft X 50ft X 4in concrete slab for the Graceville School Elementary PE. PO and Quotes attached.

18.9 Purchase Order to Wittichen Supply Company for HVAC Equipment for Sneads High School

Several of the Sneads High School HVAC units are very old. These are old 410A Refrigerant type units. Availability of new Replacement Units is becoming more and more difficult due to the phase out of both the 410a Refrigerant and the Units. Maintenance is requesting this purchase as an ultimate cost savings effort. Quotes and PO are attached.

Mr. Torbett questioned if purchase should be for a new model of HVAC equipment? Mr. Nolen stated the district HVAC employees are comfortable with using this option and David Watford (Watford Engineering) stated this unit should not be a concern as replacement parts will continue to be available if needed.

Mr. Torbett questioned the MK8 HVAC problems. Mr. Watford stated the MK8 issue was a manufacture issue, not an equipment issue.

19.0 PURCHASE ORDERS OVER \$10,000.00 - Action

20.0 EXPULSIONS

20.1 School Expulsion

Recommendation: Approval of School Expulsion
ORIGINAL - Motion

Member (Chephus Granberry) Moved, Member (Michael "MJ" Jackson) Seconded to approve the **ORIGINAL** motion 'Approval of School Expulsion'. Upon a roll call vote being taken, the vote was: Aye: 5 Nay: 0. The motion **Carried. 5 - 0**

21.0 JUST CAUSE ITEMS

21.1 Request to Return Maury Campbell to Leave With Pay Effective February 18, 2025 and to Return Mr. Campbell to Work with Assignment at Grand Ridge School/Sneads Elementary School/Sneads High School Effective March 10, 2025

Mr. Granberry asked if there will be no days without pay? Mr. Nolen replied, correct. Mr. Torbett asked what will be the employees discipline? Mr. Milton stated that discussion cannot be done in this meeting.

Recommendation: Approval of Request to Return Maury Campbell to Leave With Pay Effective February 18, 2025 and to Return Mr. Campbell to Work with Assignment at Grand Ridge School/Sneads Elementary School/Sneads High School Effective March 10, 2025
ORIGINAL - Motion

Member (Chephus Granberry) Moved, Member (Michael "MJ" Jackson) Seconded to approve the **ORIGINAL** motion 'Approval of Request to Return Maury Campbell to Leave With Pay Effective February 18, 2025 and to Return Mr. Campbell to Work with Assignment at Grand Ridge School/Sneads Elementary School/Sneads High School Effective March 10, 2025'. Upon a roll call vote being taken, the vote was: Aye: 4 Nay: 1. The motion **(Carried). 4 - 1**

Chris Johnson	Yes
Tony Pumphrey	Yes
Michael "MJ" Jackson	Yes
Chephus Granberry	Yes
Rex Torbett	No

22.0 INFORMATION ITEMS

22.1 Food Service Update

Mr. Michael Kilts, Food Service Director, stated there are lots of strawberries in our district this month, he grilled today at SES Field Day, there will be a couple of large purchase orders next month for new equipment, and the Sodexo Quarterly Update will be next board meeting.

22.2 JCEA Announcements/Update/Input

In accordance with the approved JCEA Master Contract, Item #2.12

22.3 JESPA Announcements/Update/Input

In accordance with the approved JESPA Master Contract, Item #6.8

22.4 Out of State Travel

22.5 PK-12 Student Enrollment as of February 28, 2025 was 5916.

22.6 Suspension Reports for the Month of February 2025

22.7 Resignations

22.8 Head Start Monthly Financials

22.9 Early Head Start and Head Start Monthly Report for February 2025

Mr. Torbett questioned the total number of meals compared to the number of days and people served on the report. Mrs. Kristy Halley will review the information and correspond with the board members.

23.0 SCHOOL BOARD MEMBER/SUPERINTENDENT ANNOUNCEMENTS

Mr. Nolen reminded everyone about Spring Break next week; the date has been set for the Malone Softball Open House/first pitch at the renovated field – April 1; and Florida’s Teacher of the Year visited Marianna K-8 this week and she made very positive comments about the school and her visit.

23.1 Dates to Remember

24.0 ADJOURN

The meeting was adjourned at approximately 5:10 PM.



Hunter Nolen, Superintendent of Schools



Chris M. Johnson, Chairman of the Board