

MINUTES

REGULAR WORKSHOP OF THE JACKSON COUNTY SCHOOL BOARD Thursday, October 10, 2024 (4:30 PM)

ROLL CALL

UPON THE ROLL BEING CALLED, THE FOLLOWING WERE PRESENT:

BOARD MEMBERS: Stacey Goodson
Chris Johnson
Tony Pumphrey
Michael "MJ" Jackson
Chephus Granberry

ALSO IN ATTENDANCE: Steve R. Benton, Sr., Superintendent; H. Matthew Fuqua, Board Attorney; Becky Hart, Deputy Superintendent; District Directors; and Citizens

1.0 CALL TO ORDER

1.1 Call To Order

The workshop was called to order by Tony Pumphrey, Board Chairman, at 4:30 PM.

2.0 APPROVAL OF THE AGENDA

2.1 Approval of the AGENDA

3.0 PRESENTATIONS

3.1 2024 FAST PM3 Perfect Scores Recognition (at the Workshop)

The following students were recognized for their Perfect Score on the 2024 FAST PMS state exams:

James Turner, Alg EOC, Jackson Alternative School
Lukas Perkins, 3rd Grade ELA/RDG, Marianna K-8 School
Rylan Pelt, 5th Grade Math, Marianna K-8 School
John Garrett, Civics EOC, Marianna K-8 School
Buddy Deese, 4th Grade ELA/RDG, Cottondale Elementary School
Lorelynn Killmer, 5th Grade Science, Graceville School
Kyler Merritt, 7th Grade Math, Grand Ridge School
Ryley Rhodes, 3rd Grade ELA/RDG, Sneads Elementary School

3.2 Recognition of the Schools Improving Their School Grade: Malone School, Marianna K-8 School, and Sneads High School (at the Workshop)

The following schools were recognized for improvement to their School Grade. Administrators and faculty members were present and recognized by the Superintendent and Board Members:

Malone School from a B School to an A School
Marianna K-8 School from a C School to a B School
Sneads High School from a C School to a B School

Congratulations to all the students, faculty, and parents at each school.

Chairman Pumphrey expressed a big "thank you" to many staff members who volunteered at the county evacuation shelter at Marianna High School during the recent Hurricane Helene. He stated these employees left their families at home and gave of their time to serve citizens of our county and visitors to our county during these days and nights.

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.

No one requested to speak.

5.0 CONSENT AGENDA

5.1 Approval of the CONSENT AGENDA

5.2 Approval of the Minutes of the September 10, 2024 Special Board Meeting

5.3 Approval of the Minutes of the September 12, 2024 Regular Workshop

5.4 Approval of the Minutes of the September 17, 2024 Board Meeting

5.5 Approval of the Minutes of the September 17, 2024 Public Hearing

6.0 OTHER AGENDA ITEMS - Consent

6.1 Approval of OTHER AGENDA MATTERS - CONSENT

6.2 Approval for Travel by School Board Members/Member-Elect and Estimated Travel Reimbursement Pursuant to Florida Statute 1001.39 for the FSBA/FADSS 79th Annual Joint Conference December 2-6, 2024

Board Members Tony Pumphrey, Chephus Granberry, Michael Jackson, and Board Member-Elect Rex Torbett have expressed interest in attending the Florida School Board Association/Florida Association of District School Superintendent's Annual Conference in Tampa, FL. Attached is an estimate of hotel and travel reimbursement costs.

6.3 Jackson County School District Best Practices Assessment 2024-2025. This is a secure document including safety practices and is excluded from public viewing.

Jackson County School District Best Practices Assessment 2024-2025. This is a secure document including safety practices and is excluded from public viewing.

6.4 Approval of New Policies 5330.04, 5505, and 7540.08

The following policies have been presented by NEOLA, reviewed by district staff and properly advertised: 5330.04 Administration of Short-Acting Bronchodilators and Components by Trained School Personnel; 5505 Academic Honesty; and 7540.08 Artificial Intelligence (AI)

6.5 Approval of Amendments to Specific Board Policies

The attached policy revisions were provided by NEOLA, district staff members have reviewed each policy, and the policies have been properly advertised. Policies included are 2215, 2271, 2340, 2370, 2370.01, 2421, 2440, 2460, 2520, 2700, 5130, 5330.01, 5410, 5410.01, 5420, 5460, 5465, 5610, 5611, 5730, 5780, 6210, 6322, 6330, 6661, 7100, 7440.03, 8405, 8406, 8407, 8415, 8420, and 9800.

6.6 Approval to Rescind Policy 2540 Audio Visual Use

NEOLA has recommended to RESCIND policy 2540 Audio Visual use. This request has been properly advertised.

6.7 Permission to Advertise Amendments to Specific Policies

Amendment to Policies 1430.03, 1430.04, 1430.06, 3430.03, 3430.04, 4430.03, 4430.04, and 4430.06 corrects and makes the wording consistent on all leave policies. Leave can be taken in "full day or 1/2-hour increments." Amendment to policy 8330, was recommended by NEOLA and reviewed by district staff.

6.8 Approval of Level I and Level II Volunteers

These volunteers have had the appropriate background screening and are eligible to be volunteers.

6.9 Florida Department of Education Office of Equal Educational Opportunity (OEEO) Update for Jackson County Schools 2022-2024 (DOE Report Submission Due 10/31/24)

Part 1: Procedural Requirements A. Nondiscrimination and Anti-Harassment Policies or Grievance Procedures updated since 2022 have been uploaded to the sharefile. The uploads include the following policies: a. 1362, 3362, 4362, 5517, 5517.01, 2421, 2260, 1122, 3122, 4122, 1122.01, 3122.01, 4122.01, 1122.02, 3122.02, 4122.02, 2266, 2260.01, and 5710 B. Annual Notification of Nondiscrimination for Vocational Education Programs for 23-24 and 24-25 have been uploaded to the sharefile. The 2022-23 notice was submitted in 2/2024 when requested. The Continuous Notification of Nondiscrimination evidence has been submitted to the sharefile and includes copies of agenda books for students and staff from various schools and the past three years of the information s printed in the Parent Calendar that is given to each individual student. Application information and equal opportunity employee language from our website is also included. Part 2: Incomplete Items or Pending Actions Jackson County does not have a Voluntary Compliance Plan or a monitoring plan at this time. Part 3: Student Participation *See attachment for data by subgroups* Jackson County expanded opportunities to provide dual enrollment and advanced placement courses to our students by increasing the number of articulation agreements. We now have at least three options for off-campus dual enrollment: Chipola College; Chipley Votech; Baptist College of Florida. During the past 3 years we have also offered dual enrollment courses on two of our high school campuses. The number of AP courses available has also grown. The school counselors are aware of increased opportunities and are working with administration, families and students to offer all students these options. Our ELL student population is small and transient. If an ELL student is eligible and in 9-12, we will offer the option for DE and/or AP courses. Jackson County will continue to make options known to all students through our school counselors and school-based administration teams. Part 4: Athletics Compliance Verification *See attachment for data Part 5: Single Sex Classes Jackson County does not offer single sex classes. Part 6: Pregnant and Parenting Students *See attachment for information*

7.0 OTHER AGENDA ITEMS - Action

7.1 2025-2026 Jackson County Schools Instructional Calendar Draft M

This calendar option has 85 student days 1st semester and 95 days 2nd semester. More student days in the month of May are needed to accommodate testing. Teachers will work 93 days 1st semester and 97 days 2nd semester. Calendar M has three full student days and one teacher workday after Memorial Day.

Mr. Goodson asked if both unions agree with this calendar draft? Mrs. Laura Kent replied both unions are good with this calendar. Mr. Pumphrey stated some employees have complained the unions do not give them the opportunity to give impute.

8.0 PERSONNEL - Consent

8.1 Approval of PERSONNEL - CONSENT

8.2 Summary of Personnel

8.3 Non-Instructional Recommendations

8.4 Instructional Recommendations

8.5 Transfers

8.6 Leave Request

8.7 Retirements

8.8 Requests to Enter or Extend DROP

8.9 Terminal Leave Pay

Mrs. Deborah Barber provided the following information to the board members regarding vacant positions: 6 teachers, 4 bus drivers, 1 paraprofessional, and 3 speech teachers. Mrs. Barber stated all positions are being advertised and most job announcements have applicants.

9.0 PERSONNEL - Action

10.0 FINANCIAL MATTERS - Consent

10.1 Approval of FINANCIAL MATTERS - CONSENT

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 Internal Account Audit for FY063024

11.0 FINANCIAL MATTERS - Action

12.0 CONTRACTS/RESOLUTIONS/AGREEMENTS - Consent

12.1 Approval of CONTRACTS/RESOLUTIONS/AGREEMENTS - CONSENT

12.2 Internship Agreement with University of Florida and Jackson County School Board.

Agreement to provide the opportunity for a student internship in Jackson County schools.

12.3 Memorandums of Understanding with Agencies to ensure Collaboration and Continuity of Care in Relation to Mental Health Services for Students (2024-2025)

Attached are MOU'S for the 24-25 school year with the three agencies that have signed and responded at this time. They are as follows: Community Wellness Counseling & Support, NWF Health Network, and Panhandle Behavioral Services, Inc.

The purpose of the agreement is to facilitate the collection, analysis, and sharing of data in order to track shared clients, better coordinate individual care, and address barriers and needs across systems to better serve the community, as required by Senate Bill 7026/7030. The MOU's will assist our district in providing and improving mental health services and resources needed to meet the needs of children, families, and caregivers; achieve continuous improvement across programs; and to improve the level of educational achievement for children served by both entities. The MOU's do not financially obligate our school district to incur any related expense.

12.4 Service Order and Master Agreement for Psychoeducational Assessments and Reporting December 1, 2024 - November 30, 2025 with (1) Presence Learning and (2) Syra Health

The proposal is to pursue a service agreement with both Presence Learning and Syra Health for psychoeducational assessments and reporting for December 1, 2024 - November 30, 2025.

12.5 E-rate Central Proposal/Contract for E-Rate Consulting Services for the 2024-2025 Year

This will be the 2nd year we use E-Rate Central for consulting. In the first year, E-Rate central saved hours of time and money by completing and filing forms for JCSB. The firm offers a team with a breadth of knowledge and understanding of the USAC emergency connectivity funding. This funding is what pays for 90% of all district internet and equipment to distribute the internet, and 85% of all internal connections and equipment for the internal intranet.

12.6 Approval of Agreement to Bind Coverage for Accidental Death & Dismemberment Policy for Concealed Carry Guardians (Period 11/27/24-11/27/25)

12.7 Instructional Personnel Evaluation System

As required by FLDOE, the Instructional Personnel Evaluation System had to be revised to address the requirements of Section 1012.34, Florida Statutes, and Rule 6A-5.030, Florida Administrative Code. Once revised, it was submitted to FLDOE for approval. A letter of approval from FLDOE was received on August 7, 2024.

12.8 School Administrator Evaluation System

As required by FLDOE, the School Administrator Evaluation System had to be revised to address the requirements of Section 1012.34, Florida Statutes, and Rule 6A-5.030, Florida Administrative Code. Once revised, it was submitted to FLDOE for approval. A letter of approval from FLDOE was received on September 12, 2024.

Mr. Goodson asked if the changes to the evaluation systems are due to mandates? Mrs. Hart stated yes and the changes are minimal. Mr. Granberry asked Mrs. Hart if teacher attendance is part of the evaluation process? Mrs. Hart stated yes and that she would send him the specific location on the evaluation instrument. Mr. Granberry also asked for clarification about the amount of leave used by teachers and staff, specifically information sent to him recently. The personnel department will provide clarification to all the board members in the next few days. Mr. Kilts stated last year's attendance was 93% for teachers, and 90% for students. He stated on average 400 students are absent daily.

13.0 CONTRACTS/RESOLUTIONS/AGREEMENTS - Action

14.0 PROJECTS/PROGRAMS/GRANTS/PLANS - Consent

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

14.2 2024-25 PAEC Professional Learning Catalog

The professional learning catalog contains the approved inservice components for member and participating districts that use the plan. To receive inservice credit, inservice events must meet the criteria and content fall within the objectives of an approved component. If a desired inservice does not align to an existing component, a new component must be written, reviewed by the professional development council, and approved by the school board of each district during the annual professional learning catalog approval process. The PAEC Professional Learning Catalog is reviewed, revised as necessary, and approved annually by the school board of each participating district. Approval letters are submitted to PAEC by each school board and PAEC provides the letters of approval to the Florida Department of Education.

There was discussion about the inservice opportunities being provided by PAEC. Mr. Kilts stated other districts are filling the gap with programs available through North East Florida Educational Consortium (NEFEC).

14.3 2024-2027 CAPE Strategic Plan

Florida state Statute FL 1003.491 requires school districts to Maintain a three-year CAPE Strategic Plan The statute requires the plan to be in collaboration with the school district, local workforce development boards, economic development agencies, and postsecondary institutions. The statute has 18 specific components that must be included. (a-r = 18). In the 2024 Legislative session, more requirements were added to the use and function of these plans. This plan was completed in conjunction with CTE directors from Calhoun, Holmes, Jackson, Liberty, and Washington Counties along with CareerSource Chipola, Florida Panhandle Technical College, Chipola College, and the Economic Development Council.

14.4 Florida Department of Agriculture- Agriculture Education and Promotion Facility Grant

This \$513,400 grant application is a continuation from a 2021 grant from the Florida Department of Agriculture to finish the Agriculture Education Facility for Marianna K8 and Marianna High School.

14.5 2024-2025 School Improvement Plans

Provides the goals and strategies for improving student performance for the 2024-2025 school year.

14.6 2021-2025 Strategic Plan Update

Provides updates to the Strategic Plan. 1. 2024 results added 2. Additional strategy added concerning Student Engagement reviews as a result of the Accreditation Review completed by Cognia. 3. Summary of actions completed in 2024.

15.0 PROJECTS/PROGRAMS/GRANTS/PLANS - Action

16.0 FACILITIES AND CONSTRUCTION - Consent

16.1 Approval of FACILITIES AND CONSTRUCTION - CONSENT

16.2 Hope HVAC & Renovations Project Change Order 11

The purpose of this Change Order is to deduct the Liquidated Damages from the Contract total. Per contract documents, the liquidated damages were valued at \$500 per day resulting in a total of \$33,000.00 which will be deducted from the current Contract Total.

16.3 Final Acceptance of Hope HVAC & Renovations Project

Based on statement of the Architect, and inspections of both the Architect and Owner Representation, the Hope School HVAC & Renovations Project is completed. The Florida Department of Education's Office of Educational Facilities requires Board Declaration of Final Acceptance of the Project. Final Acceptance by the Board will also authorize Final Payment to Contractor.

Mr. Goodson asked if everything with the project is complete? Mr. Benton stated, yes.

16.4 Grand Ridge PreK-8 Construction Project PH 1 Change Order 3

This Change Order is for owner direct material purchases which results in an anticipated tax savings of \$1,126.38.

16.5 Grand Ridge PreK-8 School Ph 1 Contingency Modification 4R

This Contingency Modification request covers Pre-Construction and Demolition expenses as outline in the attachment for Phase 1. Page 2 lists ten items which are more detailed in the successive pages.

16.6 Grand Ridge PreK-8 PH 1 Change Order 4R

This Change Order credits the unused Contingency amount of \$171,950.59 back to the owner; decreasing the original Contract Sum. See attachment for more information.

17.0 FACILITIES AND CONSTRUCTION - Action

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

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

18.2 Purchase Order to Agriculture Education Services and Technology, Inc.

The purpose of this purchase order is to purchase exam credits from Agriculture Education Services and Technology Inc. AEST is the main supplier of industry certification exams for our agriculture education programs. The number of exam credits used by programs have gone up exponentially over the last few years. This year, the need for exam credits at at least two schools will exceed \$10,000. There is a very good return on these exams in that last spring the district received \$354,715 in additional FTE through CAPE funds from students taking AEST exams.

18.3 Purchase Order to Florida Transportation Systems, Inc. for the Purchase of three (3) 77-Passenger Type C Buses

Mr. Goodson asked if the bus purchase is a budgeted item? Mrs. Ellen Folsom, Finance Director, stated yes. Mrs. Folsom stated the district is awaiting the arrival of the three buses ordered last school year, and hopefully by ordering these buses earlier in the school year delivery will be before the school year ends.

18.4 Purchase Order for Superior Concrete Solutions Inc.

This Purchase Order for Superior Concrete Solutions is to refurbish the floor in the Malone Agricultural shop and tool room. This is part of the CAP grant set forth by the Florida Legislature for capital improvement projects for CTE programs. It completely funded by this grant.

18.5 Purchase Order to Lewis Supply for Water Heater at Marianna K-8 Kitchen

Replaces water heater that is breaking too frequently causing issues in the kitchen. Replacement is vital to allow this kitchen to stay operational.

18.6 Purchase Order to Garber Chevrolet Buick GMC Truck for two (2) Service Trucks for District Maintenance Department

Maintenance Department is in need of additional Service Trucks. Currently there are not enough trucks for each worker to work independently on separate work destinations/assignments. Additional Trucks will result in an increase in productivity by the Maintenance Department.

Mr. Granberry stated the purchase order indicates the trucks being ordered are 4-wheel drive, but the sales quote downgrades the trucks to 2-wheel drive. The price on the purchase order matches the quote. The purchase order will be reviewed by staff and updated before the Tuesday Board meeting.

18.7 Purchase Order to Barnes & Noble for Dual Enrollment Textbooks – Fall 2024

18.8 Purchase Order to ZenDesk, Inc.

Purchase Order for ZenDesk, Inc that provides a helpdesk platform for MIS and technology needs for district employees and parents.

19.0 P-CARD/PURCHASE ORDERS OVER \$10,000.00 - Action

20.0 EXPULSIONS

20.1 School Expulsions

21.0 JUST CAUSE ITEMS

22.0 INFORMATION ITEMS

22.1 Food Service Update

Mr. Kilts notified the board the large hood in the cafeteria at Malone School has been noted in a recent needs assessment as needing to be replaced. This expense will need to be added to the 5-year work plan as a capitol outlay expense as Food Service cannot pay for the replacement.

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 October 3, 2024 was 5963.

22.6 Suspension Reports for the Month of September 2024

22.7 Resignations

22.8 Value Adjustment Board as School District Representatives - Board Member: Chephus Granberry and Citizen: Joey Woodruff

Chephus Granberry and Joey Woodruff agreed to continue to serve on the Jackson County Value Adjustment Board for another year.

22.9 Head Start Monthly Financials

22.10 Head Start Enrollment for September 2024

22.11 Pre-K Report for September 2024

23.0 SCHOOL BOARD MEMBER/SUPERINTENDENT ANNOUNCEMENTS

23.1 Dates to Remember

Mr. Goodson stated he is concerned about coverage of the upcoming vote to continue the ½-Cent Sales Tax. He said there was an announcement several weeks ago at a football game he attended, but the last two games there was no announcement. There was a ParentSquare message, but this type of message does not reach the rest of the voters in the county. Mr. Kilts stated there have been numerous posts on social media and there will be a video posted soon with students encouraging support of the referendum. Mrs. Folsom stated the committee has radio and local news information being released, billboards being placed, and all school outdoor digital signs are displaying student drawn advertisements. Mr. Johnson thanked those who have spoken to local civic clubs. Mr. Folsom also stated everyone talking with their family and friends is a great way to spread the word and the information is also on our website. Mr. Goodson stated early voting is in two weeks and we all need to really push the information out before voting begins.

24.0 ADJOURN

The workshop was adjourned at approximately 5:17 PM.



Steve R. Benton, Sr., Superintendent of Schools



Tony Pumphrey, Chairman of the Board