

## MINUTES

### REGULAR WORKSHOP OF THE JACKSON COUNTY SCHOOL BOARD Thursday, November 14, 2024 (4:30 PM)

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#### ROLL CALL

UPON THE ROLL BEING CALLED, THE FOLLOWING WERE PRESENT:

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

**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 at 4:30 PM by Tony Pumphrey, Chairman of the Board.

#### 2.0 APPROVAL OF THE AGENDA

##### 2.1 Approval of the AGENDA

#### 3.0 PRESENTATIONS

#### 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.

#### 5.0 CONSENT AGENDA

##### 5.1 Approval of the CONSENT AGENDA

**Recommendation:** Approval of the CONSENT AGENDA

##### 5.2 Approval of the Minutes of the October 10, 2024 Board Workshop

##### 5.3 Approval of the Minutes of the October 15, 2024 Regular Board Meeting

#### 6.0 OTHER AGENDA ITEMS - Consent

##### 6.1 Approval of OTHER AGENDA MATTERS - CONSENT

**Recommendation:** Approval of OTHER AGENDA MATTERS - CONSENT

##### 6.2 Approval of Level I and Level II Volunteers

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

##### 6.3 Early Admit Students to Chipola College for the 2024-2025 School Year

Attached are students who meet the requirements and have requested to Early Admit to Chipola College for the 2024-2025 School Year

##### 6.4 Supplements for Payment Upon Completion of Requirements for the 2024-25 School Year.

Attached are the Supplements provided by schools as of this date for the 2024-25 school year.

Mr. Granberry asked about coaches having more than one supplement for the same sports. Mr. DeWitt provided information about the sports supplements and assignment of staff for coaching. Also discussed was the process of obtaining a coaching certificate. Mr. Fuqua stated individuals who are assisting coaches need to follow through with the certification path.

#### 7.0 OTHER AGENDA ITEMS - Action

##### 7.1 Historic Marianna High School Plans for Renovation

Provides the community the concept and plans for the Historic Marianna High School renovation project into a Community Center, Community Theater, Museum, Meeting Space, and District Offices.

**Recommendation:** Approval of the Historic Marianna High School Plans for Renovation.

There was discussion about the presentation at the November meeting regarding these plans for renovation. Mr. Michael Kilts, Federal Programs Director, provided additional information about the grant process and plans for the proposed project.

#### 8.0 PERSONNEL - Consent

##### 8.1 Approval of PERSONNEL - CONSENT

**Recommendation:** Approval of PERSONNEL - CONSENT

##### 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 Revise General Maintenance I and Delete General Maintenance II job descriptions. To create General Maintenance Job Description.

The current job descriptions for General Maintenance I & II are identical except one sentence--and the pay grades are split out. We can revise the job description to add the sentence and combine the pay grades, to create General Maintenance Worker job description.

#### 8.10 Request for Three (3) Additional Paraprofessionals at Jackson Alternative School

Jackson Alternative School has reached capacity in CAEL grades K-5 creating a need for two (2) additional paraprofessionals. In grades 6-12, capacity has also been reached again creating the need for one (1) more paraprofessional. Due to the increase in student enrollment (including six upcoming staffings for CAEL), these additional paraprofessionals are needed for compliance with the IEPs required ratio of 3:1.

### 9.0 PERSONNEL - Action

#### 10.0 FINANCIAL MATTERS - Consent

##### 10.1 Approval of FINANCIAL MATTERS - CONSENT

**Recommendation:** 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 Amended 2024-25 Non-Instructional Personnel Pay Grade

Amended to include District level Clerical Aide position. This is an existing and filled position.

### 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

##### 12.2 Interagency Agreement between Jackson County School District, Department of Children and Families, and NWF Health Network to Support Foster Care Families (Effective 11/19/24-11/18/26)

Provides the requirements of the three agencies in supporting the educational stability of students in foster care.

##### 12.3 Contract between Nicole Thoreson and The Jackson County School District for Speech and Language Services (11/21/2024 - 5/30/2025)

Nicole Thoreson will provide SLP services to the students enrolled in The Jackson County School District.

##### 12.4 STEM Collegiate High School Agreement with Chipola College beginning January 1, 2025 and ending December 31, 2025.

Attached is the Chipola STEM Agreement. This program offers three academies at Chipola that Jackson County students can participate in as long as admission requirements are met. The academies are Computer Technology, Engineering, and Science and Math.

##### 12.5 12-month extension to the 3 Year E-rate Contract with Uniti Fiber for Internet, Wide Area Network and Basic Firewall Services (7/1/25-6/30/26)

12-month extension to the 3 Year E-rate Contract with Uniti Fiber for Internet, Wide Area Network and Basic Firewall Services starting July 1, 2025 – June 30, 2026. The Jurisdictional Confirmation Certification acknowledges that Jackson County will be responsible for 10% of the cost once the district receives e-rate approval for this contract.

##### 12.6 ZenDesk Main Service Agreement (11/20/24-11/19/25)

Service Agreement with ZenDesk that provides a helpdesk platform for MIS and technology needs for district employees and parents. The purchase order for this service agreement was approved at the October Board meeting.

##### 12.7 Under Armour Athletic Agreement with Marianna High School

This agreement will allow Marianna High School to have access to high-quality athletic brand apparel and equipment at discounted prices, support for athletic development programs, and the opportunity to be part of a larger network of elite athletes and schools associated with the Under Armour brand.

Mr. Granberry asked about providing this opportunity to all high schools? Mr. Doug Powell stated some schools may already have programs they are working with similar to this one. Mr. Benton stated the Under Armour representative approached and offered Marianna High School coaches this program.

##### 12.8 Embry-Riddle Aeronautical University Amendment #2

This is an updated amendment to the Jackson County School District's agreement with Embry-Riddle Aeronautical University for engineering class support and equipment. The agreement is expanding to add a course at Grand Ridge School.

##### 12.9 2025 Trane Service Agreement for MK-8 Chillers

JCSB presently has a Service Agreement with TRANE to provide quarterly & annual Maintenance Inspections for the Marianna K-8 Chiller Plant Units. The proposed attached agreement is basically a renewal of the Service Agreement for 2025. Upon approval, it will begin Jan 1, 2025 & end Dec 31, 2025

##### 12.10 Contract with Durden Outdoor Displays Inc. for Advertising Adult Education and CTE Programs

This contract is for Durden Outdoor Displays Inc. to advertise for the purpose of recruitment on behalf of Jackson County School Districts Career, Technical, and Adult Education Programs.

**12.11 Contract with Lamar Signs for Advertising Adult Education and CTE Programs**

This contract is for Lamar Signs to advertise for the purpose of recruitment on behalf of Jackson County School Districts Career, Technical, and Adult Education Programs.

**12.12 Contract with Local Ad Face for Advertising Adult Education and CTE Programs**

This contract is for Local Ad Face to advertise for the purpose of recruitment on behalf of Jackson County School Districts Career, Technical, and Adult Education Programs.

**12.13 ProCare Therapy Addendum A - Terms of Teleservices Assignment for Finn Mock to Provide SLP Services beginning 11/18/2024 and ending 5/23/2025**

This is an addendum to the ProCare Contract changing the SLP provider to Finn Mock. Previously Megan Diaz was assigned however she has resigned due to a family issue. The contract was approved 9/17/24 for the 24-25 school year.

**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

**14.2 2024-2025 Universal School Improvement Grant (UniSIG) Proposal**

Provides the activities for Jackson Alternative School's improvement due to Comprehensive School Improvement designation. The funds are meant to increase student subgroup performance above 41%.

**14.3 2024-2025 Operations Manual of the JCSB Center for the Advancement of Children's Learning (CACL)**

The CACL manual has no updates from previous submissions and only requires the yearly certification and approval from the Board.

**14.4 2024-25 Adults with Disabilities Grant Application**

Provides for the major services for the 2024-25 school year at Jackson Adults With Disabilities Programs

**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

**16.2 Change Order 2R Grand Ridge PreK-8 School Project Phase 2**

This Change Order is for the removal of construction materials (listed in the attachment) so that the Owner may receive Sales Tax savings through Owner Direct Purchasing of the materials.

**16.3 Change Order 3R Grand Ridge PreK-8 School Project Phase 2**

Change Order 3R is for the approval of including and adding Bid Alternates #2 and #3 to the current Project. The totals are listed on the attachment.

**16.4 Contingency Modification 1 Grand Ridge PreK-8 School Project Phase 2**

This request reflects the use of a portion of the preapproved Contingency for Electrical Panels and Feeders that were installed during Phase 1 and not considered part of the original construction document requirements.

**16.5 Guaranteed Maximum Price (GMP) for Grand Ridge PreK - 8 School Project Phase 3**

Mr. Pumphrey asked if Phase 3 is within the allotted money? Ellen Folsom, Finance Director, stated she has reviewed the GMP and will confirm to the board before the meeting date that all is within the project budget. Mr. Paul Donofro stated the GMP is a strong document. Mr. Fuqua noted there is a \$500,000 allowance for canopies. Mr. Donofro stated the \$500,000 will provide cover to the required areas. Mr. Donofro noted the GMP does not include permitting costs. Mrs. Folsom stated she will confirm but believes the permitting costs are already encumbered.

**16.6 Final Acceptance of Malone School HVAC Project**

Based on statement of the Architect, and inspections of both the Architect and Owner Representation, the Malone School HVAC 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.

**16.7 Quit Claim Deed - Partial Release of the Sublease for Jackson Alternative School Property**

This Quit Claim Deed provides a partial release of the sublease for 40 acres of the Jackson Alternative property where the old maintenance facility was located. This section is no longer needed for the school district.

Following a lengthy discussion about the old maintenance property the Chairman requested to delete this item from the agenda. The district has inventory and items the district sold to individuals still on the property. Superintendent Benton stated he pursued this partial release to assist Partners for Pets, but they no longer are requesting to utilize the property. The item will be deleted from the November 19, 2024 agenda.

**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**

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

**18.2 Purchase Order to ParentSquare for Parent Communication Tool**

Provides two-way parent communication tool to meet the requirements of the Elementary and Secondary Education Act.

**18.3 Purchase Order to CDW Computer Centers, Inc. for CrowdStrike Endpoint Protection Program**

CrowdStrike is an Endpoint Protection Program that will be installed on every computer and server in the district. This program will keep our computers safe from Ransomware and Malware.

**18.4 Purchase Order to Focus School Software for the Annual Renewal of Student Information System**

This is the annual renewal of the Focus School Software for the Student Information System

**18.5 KnowBe4 Security Awareness Training Purchase Order**

Training provided to all employees for Security Awareness Best Practices

**18.6 P-Card Purchase to College Board for Advanced Placement Exams for Marianna High School**

Advanced Placement Exams for AP Chemistry, AP English, AP Economics, AP Government, AP Human Geography, AP Precalculus, AP Psychology, and AP History for Marianna High School.

Mr. Pumphrey asked if any other schools were participating in these exams? Mrs. Jennifer See, Director of K-12, stated only Marianna High School at this time.

**18.7 Purchase Order to Kingline, Marianna for a new 60" Lawn Mower for Marianna High School**

Marianna High School is in need of a new Lawn Mower. This request is for the purchase of a new 60" mower. PO & Quotes attached.

**18.8 Purchase Order to Marianna Fence Co.**

This request is for the replacement of the 4ft chain-link fence and gate in front of Cottondale Elementary School with a 6ft fence and gate for better security. Quotes are attached.

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

**20.0 EXPULSIONS**

**20.1 School Expulsion Recommendation**

**21.0 JUST CAUSE ITEMS**

**22.0 INFORMATION ITEMS**

**22.1 Food Service Update**

Mr. Michael Kilts, Food Service Director, notified the board they are working through the needs assessment and will have purchase requests to present in the next couple of months.

**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 November 4, 2024 was 5966.**

**22.6 Suspension Reports for the Month of October 2024**

**22.7 Resignations**

**22.8 VPK Monthly Report for October 2024**

October 2024 Monthly Report of VPK statistics.

**22.9 Early Childhood Programs 2023-2024 Report**

Summary of Early Childhood Programs for the 2023-2024 School Year.

**22.10 Head Start Monthly Financials**

**23.0 SCHOOL BOARD MEMBER/SUPERINTENDENT ANNOUNCEMENTS**

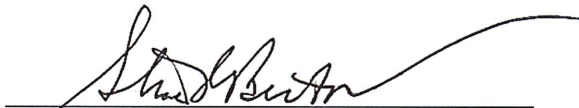
**23.1 Dates to Remember**

The board members reminded everyone there are lots of activities happening at all the school and especially lots of basketball games going on right now.

Ellen Folsom, Finance Director, thank everyone for supporting the ½ Cent Sales Tax with a successful vote to continue for the next 10 years. This tax is very beneficial to the school district and all the students.

**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