

MINUTES

REGULAR WORKSHOP OF THE JACKSON COUNTY SCHOOL BOARD Thursday, July 11, 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 of Schools; H. Matthew Fuqua, Board Attorney; District Directors; and Members of the Public.

1.0 CALL TO ORDER

1.1 Call To Order

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

2.0 APPROVAL OF THE AGENDA

2.1 Approval of the AGENDA

3.0 PRESENTATIONS

3.1 Presentation of Jackson County 2024-25 State FFA Secretary-Macy Jordan (Malone School) and Area 1 State FFA Vice President Jocelyn Eubanks (Sneads High School) (@Workshop)

In June at the State FFA Convention in Orlando, the Florida FFA Association elected two state officers from Jackson County. Ms. Macy Jordan of Malone School was elected as the State Secretary and Ms. Jocelyn Eubanks of Sneads High was elected as the Area 1 State Vice President. This is the first time in the 95 years of Florida FFA Association that two officers were elected from Jackson County in the same year.

Mr. Chris Franklin introduced Macy and Jocelyn congratulating them for the accomplishment. Superintendent Benton and the board members congratulated the ladies also.

3.2 District Accreditation Report (@ Workshop)

Provides the Board with the Accreditation Report from Cognia for the District's Accreditation Strengths and Opportunities for Improvement.

Michael Kilts provided an overview presentation to the board members regarding the district's accreditation process.

3.3 Food Service Update from Sodexo (@ Board Meeting)

Provides the Quarterly Update from Sodexo

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 June 10, 2024 Special Workshop

5.3 Approval of the Minutes of the June 13, 2024 Special Meeting

5.4 Approval of the Minutes of the June 13, 2024 Regular Workshop

5.5 Approval of the Minutes of the June 18, 2024 Regular Meeting

6.0 OTHER AGENDA ITEMS - Consent

6.1 Approval of OTHER AGENDA MATTERS - CONSENT

6.2 Participation in the Community Eligibility Program for National School Lunch Program through June 30, 2028

Provides approval from the Florida Department of Agriculture and Consumer Services to renew the Community Eligibility Provision for Jackson County School District through June 30, 2028.

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 2024-2025 Jackson County School District Assessment Calendar

6.5 Approval of the Gallagher Proposal to Renew Student Accident Insurance Policy for the 2024-2025 School Year.

6.6 FL DOE Division of K-12 Exceptional Student Services Policies and Procedures (SP&P) for the 2023-2024 through 2025-2026 school years.

These Special Policies and Procedures have been approved by the FLDOE and govern the Exceptional Education Program Implementation.

6.7 Approval of Technical Correction to Board Policy 9211 -Booster Clubs and Other Outside Support Organizations

The attached Technical Correction to Board Policy 9211 was recommended by NEOLA. This correction does not require advertisement of the change.

6.8 Request Permission to Update the JCSB Compliance Officers on all Board Policies through NEOLA effective July 1, 2024

This Technical Update will provide correct contact information on board policies when specific contact information is required by Florida Statute.

6.9 Permission to Advertise ADMENDMENTS to Specific Board Policies

The attached policy revisions were provided by NEOLA and district staff have reviewed each policy. Policies included are 2266, 3242, 4120, 5772, 6320.01, 6322, 6440, 6450, 7217, 8405, 8420, 8510, 8600, and 9215.

6.10 Request to Advertise to Rescind Policies 1217, 3217, and 4217

NEOLA recommends to RESCIND policies 1217-Administration Weapons, 3217-Instructional Staff Weapons, and 4217-Support Staff Weapons. Amendments to policy 7217-Property Weapons is currently being considered for advertisement and the amendment includes the wording "District employees" alleviating the need for separate policies.

6.11 Permission to Advertise NEW Board Policy 2264 Nondiscrimination on the Basis of Sex in Education Programs and Activities (on or after August 1, 2024)

The attached policy was provided by NEOLA as a Special Update regarding changes with Title IX, June 2024. Policy 2264 pertains to sex discriminations, including sex-based harassment, which occurs on or after August 1 2024. Board Item 6.10 includes a proposed amendment to Policy 2266 to provide procedures for responding to Sexual Harassment alleged to have occurred prior to 8/1/2024.

Recommendation: Approval of Permission to Advertise NEW Board Policy 2264 Nondiscrimination on the Basis of Sex in Education Programs and Activities (on or after August 1, 2024)

6.12 Permission to designate Kelly Lanier as the "signer" for Jackson County Schools for review and analysis of all applications and websites used in the district that consumes student information.

In order to comply with policy changes approved June 18 for po8305 – Information Security we must obtain an agreement for every application and website whether free or paid that consume student information regardless of whether the student logs into the website or application. We must list, on our website, the Personal Identifiable Information (PII) of each application or website including how, when and where it is used and how it will be destroyed when no longer needed. There is a process in place that many other districts are using that would greatly expedite this process if the board would agree to designate a person or persons to be responsible for the review and approval rather than bring each and every website and application across the district and at each school before the board. If the board is willing, Kelly Lanier would be a willing designee to review and analyze each agreement and be the 'signer' for Jackson County Schools. These agreements in no way obligate the board or the district to purchase or use the software.

*It was noted to move consideration of policies 2266 (within Item 6.11) and 2264 (Item 6.11) to the "Action" category before the meeting next Tuesday. These two policies details are under further legal review.

7.0 OTHER AGENDA ITEMS - Action

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 Retirements

8.7 Requests to Enter or Extend DROP

8.8 Terminal Leave Pay

8.9 Teacher Job Description Amendment

Due to the current teacher shortage, FLDOE has designated an additional pathway for teacher certification. Individuals who have obtained an associate degree or have 60+ college credits can apply for a temporary teaching internship certificate if all minimum requirements have been met. We have been working with Chipola College on placement of student(s) in their final semester of their internship.

There was discussion regarding this job description change. Mrs. Jennifer See stated the district staff is working closely with Chipola College staff and this program involves college students who are in the final semester of the education program. There was also discussion about the delay in receiving teacher certificates from Department of Education in order for teachers to be paid properly.

8.10 Request for Additional Positions for the 2024-2025 School Year

Additional staff is being requested to meet the need of the schools. The attachment gives information on each school's request. Please see attached.

8.11 Proposal for Amending Employee of the Year Bonus Amounts and Rookie Teacher of the Year Guidelines

It is proposed to amend the bonus amounts for Employees of the Year at the school and district level starting with the 2024-2025 school year going forward. It is also being proposed to amend the current guidelines for the Rookie Teacher of the Year candidates. Please see attached document.

8.12 Recommendation of Administrator of PreK/Headstart/Early Childhood Center: Kristy Halley will serve as acting Supervisor of the PreK/Headstart Programs including the Early Childhood Center effective 07/01/24

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

Amounts subject to change as we are still processing receivables and payables for the 2023-24 school year.

10.4 Approval of Budget Amendments

Amounts subject to change as we are still processing receivables and payables for the 2023-24 school year.

10.5 Approval of Budget & Expense Summary

Amounts subject to change as we are still processing receivables and payables for the 2023-24 school year.

10.6 Approval of Corrected Non-Instructional Salary Schedule 2024-25

Corrected to include the steps added to the non-instructional salary schedule in 2023-24.

10.7 Approval of Resolution #07162024-001 to Administer Internal Funds 2024-25

10.8 Approval of Internal Account Audit Firm for FY2024-25 (Carr, Riggs & Ingram)

10.9 2024-2025 Petty Cash Disbursements for Food Service

Provides the amounts per school location in disbursing cash for the registers for the 2024-2025 school year that is returned June 2025.

11.0 FINANCIAL MATTERS - Action

12.0 CONTRACTS/RESOLUTIONS/AGREEMENTS - Consent

12.1 Approval of CONTRACTS/RESOLUTIONS/AGREEMENTS - CONSENT

12.2 Contract between JCSB and Early Learning Coalition of NW FL to provide VPK services for the 2024-2025 school year.

Annual Contract providing voluntary pre-kindergarten services for the 2024-2025 school year.

12.3 Agreement for the Provision of Dental Services between JCSB and the Jackson County Health Department for Head Start, Early Head Start, and Elementary Students (August 1, 2024 - July 31, 2025)

These contracts are renewing the dental bus services for our Head Start, Early Head Start and Elementary students

12.4 2024-2025 Dual Enrollment Articulation Agreement with Florida Panhandle Technical College

Attached is the Dual Enrollment Articulation Agreement with Florida Panhandle Technical College for the 2024-2025 School Year. It outlines the guidelines for both entities to follow as well as payment requirements

12.5 Agreement with Imagine Learning, LLC to provide curriculum for the Mental Health requirement and site licenses for credit recovery courses (beginning 7/31/2024)

Imagine Learning, LLC will provide the curriculum for mental health and credit recovery over a three-year period. The School district will be invoiced for the curriculum each year at the beginning of the fiscal year.

12.6 MOU between PanCare and JCSB SY 2024-2025

PanCare provides school telehealth services at CES, CHS, Graceville, MK8, MHS, and SES. This MOU allows them to continue to serve our students for the 2024-25 SY.

12.7 Agreement with TransAct for Volunteer Tracking (7/1/24-6/30/25)

Provides the District with an online tracking service for school volunteers to improve access for volunteering at schools to positively impact student outcomes.

12.8 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 six agencies that have signed and responded at this time. They are as follows: Anchorage Children's Home Family Counseling, Chrysalis Health, Emerald Coast Behavioral Hospital, Families First of Florida, LLC, Gulf Coast Children's Advocacy, and Panhandle Therapy Center.

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.

12.9 Agreement with CivicPlus for Social Media Archiving Services

Provides for the archiving of social media posts to meet the requirements of record retention and support any records requests.

12.10 Contract with Dr. Rebecca Harper Writing Consultant for Professional Learning Support in Writing Instruction (Ending June 30, 2025)

Provides the district support for teacher professional learning in writing to support improved student outcomes on the FAST ELA state assessment.

12.11 Contract with Crystal McNeil for Beginning Teacher Support (Ending June 30, 2025)

Provides services to support our beginning teachers for the 2024-2025 school year.

12.12 Contract with Carolyn Pilcher for Beginning Teachers and Reading Instructional Supports (Ending June 30, 2025)

Provides supports for beginning teachers and reading instruction for the 2024-2025 school year.

12.13 Contract with Donna Szpyrka for Science Instruction Supports (Ending June 30, 2025)

Provides for the supports for Science instruction for the District.

There was lengthy discussion about item 12.10-12.13 and the need for the different services, along with the services provided by PAEC. Mrs. See and several principals provided information regarding past services offered at the schools for new teachers, especially non-education major teachers. Mr. Kilts also provided information regarding classroom management being one of the biggest issues for new teachers.

12.14 Contract with Kathy Nobles for Beginning Teacher and Teachers in Need of Improvement Supports (Ending June 30, 2025)

Provides supports to beginning teachers and teachers in need of support for the 2024-2025 school year.

13.0 CONTRACTS/RESOLUTIONS/AGREEMENTS - Action

14.0 PROJECTS/PROGRAMS/GRANTS/PLANS - Consent

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

14.2 2024-2025 Student Progression Plan for Jackson County Public Schools

The Student Progression Plan for Jackson County Public Schools has been updated to reflect administrator input, school district policy and adherence to state statute.

Recommendation: Approval of 2024-2025 Student Progression Plan for Jackson County Public Schools.

14.3 2024 - 2025 Code of Student Conduct and Discipline for Jackson County Schools

This document reflects revisions based on administrator input, District plans/procedures, District policies and State Statute. Mr. Fuqua stated there was an error on the previously approved Discipline Plan and the change will also need to be corrected on this attachment. Mrs. See will have it corrected before the regular board meeting and a Just Cause item added to amend the Discipline Plan.

14.4 Updated Adult General Education (AGE) and Integrated English Literacy and Civics Education (IELCE) Grants Applications

This item is to update a previously approved grant application for the Adult General Education Grants. The Department of Education has awarded additional dollars to the Jackson County School District because of our work we do as a regional collective district and because of some rollover funds. Original recommended allocation for the Adult General Education Grant was \$298,825. With the addition of Supplemental Funding for Collectives and roll forward increases the total amount recommended is now \$509,423. Original recommended allocation for the Integrated English Literacy and Civics Education (IELCE) Grant was \$24,810. With the addition of Supplemental Funding for Collectives and roll forward increases the total amount recommended is now \$84,878. These additional funds will be used to purchase supplies, travel, and staff.

14.5 2024-2025 Mental Health Assistance Allocation Plan for Jackson County School District

2024-2025 Mental Health Assistance Allocation for Jackson County School District
2024-2025 Mental Health Assistance Allocation Application. Department of Education developed a new application to apply for the state allocation for Mental Health funds. The Mental Health allocation for our district for the upcoming year is \$441,664.00, in addition to the remaining mental health rollover funds in the amount of \$61,369.26, which allows for the projected budget reflected of \$503,033.26.

14.6 2024-2027 Homeless Education Grant Application - Competitive Year

Provides for the activities for the homeless education program for the 2024-2025 school year and serves as the competitive grant application.

14.7 2024-2025 Title V Rural Grant Application

Provides for the activities for the Title V Rural Grant for the 2024-2025 School Year. Includes Title IV funding.

14.8 2024-2025 Title III English Language Learner Grant Application

Provides for the activities for the Title III program for the 2024-2025 school year.

14.9 2024-2025 Title II Teacher and Principal Professional Learning Grant Application

Provides for the activities being implemented from the Title II grant for the 2024-2025 school year.

14.10 2024-2025 Title I, Part A Support for the Educationally Disadvantaged Grant Application

Provides for the activities supported by the Title I, Part A grant for the 2024-2025 school year.

15.0 PROJECTS/PROGRAMS/GRANTS/PLANS - Action

16.0 FACILITIES AND CONSTRUCTION - Consent

16.1 Approval of FACILITIES AND CONSTRUCTION - CONSENT

16.2 Pre-Qualified Contractors 2024-2025

Current DOE SREF requirements are that School Districts maintain and annual renew a list of Pre-Qualified Construction Contractors. This request is for the approval of the attached list of Construction Contractors in order to maintain compliance with this requirement.

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 Florida Association of School District Superintendents for the 2024-2025 Annual Dues

18.3 Approval of Purchase Order to AngelTrax for School Bus Video Camera Annual Contract ('24-'25)

Payment of School Bus Video Cameras Annual Contract

18.4 P-Card Purchase to Follett School Solutions for Destiny Renewal for the 2024-2025 School Year

Destiny is used to manage all library books, textbooks, and beginning this year digital devices.

18.5 Purchase Order to PC Solutions & Integrations Inc., (PCS) for Network Refresh

Purchase Order to PC Solutions & Integrations Inc., (PCS) s for network equipment and services for a District-wide network refresh. This is for a multi-year agreement and funding has been submitted for approval to USAC as Category 2 E-RATE funding, whereas, the District will be responsible for 15% of the project expended from the remaining ERATE budget. PCS was awarded the bid in the April 2024 Board Meeting.

18.6 Purchase Order to Curriculum Associates for i-Ready for 2024-2025

Provides for the use of diagnostic testing and instructional supplement for reading and mathematics grades K-8.

18.7 Purchase Order to TriState Graphics for 2024-2025 Parent Resource Guide Calendar

Provides for the development and printing of the Parent Resource Guide Calendar.

18.8 Purchase Order to Instructional Empowerment for iObservation for Marzano Teacher Evaluation Tool

Provides for the tool to collect data and provide feedback for teacher evaluation system.

18.9 Purchase Order to Cognia for Accreditation Membership

Provides membership to Cognia for the District's Accreditation.

18.10 Purchase Order to Meal Magic for Food Service Point of Sale Services

Provides the District Point of Sales payment service for the school cafeterias.

18.11 Purchase Order to McGraw Hill for Open Court Phonics Program

Provides supplement to phonics program to improve reading outcomes for students grades K-3.

18.12 Purchase Order to ChildPlus for the Core Software Base per child license fee.

18.13 Purchase Order to Howard Technologies for Discover Video Services

Provides subscription services for student video production and presentation.

18.14 Committee for Children Purchase Order for Second Step SEL Kits for K-5 and Second Step Grades K-8 single site online SEL for one year as part of the AWARE grant required SEL instruction.

Committee for Children Purchase Order, Price Quote, JC-598, and SAM verification

Committee for Children Purchase Order for Second Step SEL Kits for K-5 and Second Step Grades K-8 single site online SEL for one year, as part of the AWARE grant required SEL instruction. The Committee for Education is the only provider for the required AWARE grant SEL curriculum. The three identified schools that will receive the SEL materials are Jackson Alternative School, Cottondale Elementary School, and Malone School.

18.15 Purchase Order to Inspired Technologies of North Florida for Internet Upgrades at Adult Education

Provides internet upgrades to the Adult Education building to relocate the brains from Old Marianna High School building to Adult Education building.

18.16 Purchase Order for Imagine Learning, LLC for State Mandated Instruction in Mental Health, Resiliency, Substance Abuse Prevention, Child Trafficking Prevention and Edgenuity (Credit Recovery) for Grades 3-12 (SY 24-25)

This purchase order will provide resources necessary for State mandated instruction in Mental Health, Resiliency, Substance Abuse Prevention, and Child Trafficking Prevention. Also included with the purchase order is Edgenuity resource for credit recovery for grades 3-12.

18.17 Purchase Order to Calhoun County School District for purchase of two Portable Modular Buildings

This request is for the approval of a Purchase Order to Calhoun County School District for two (2) Portable/Modular Buildings. Pending Board approval, these units will be placed at Sneads Elementary School to provide for the increased enrollment needs for the 2024-2025 school year.

18.18 Purchase Order to Ducky Johnson House Movers Inc. to move two (2) portable/modular buildings to Sneads Elementary School

Approval of this Purchase Order request to Ducky Johnson House Movers, Inc. will result in the placement of two (2) portable/modular building at the Sneads Elementary School.

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

20.0 EXPULSIONS

21.0 JUST CAUSE ITEMS

21.1 2024-2025 District K-12 Comprehensive Evidence-Based Reading Plan

The K-12 comprehensive Evidence-Based Reading Plan supports increased student achievement in literacy and supports closing achievement gaps. It must be Board approved before proceeding to Just Read Florida by August 1, 2024.

22.0 INFORMATION ITEMS

22.1 Food Service Update

22.2 JCEA Announcements/Update/Input

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

Mr. Keith Hunter stated the mentor teachers are absolutely necessary to assist teachers in need.

22.3 JESPA Announcements/Update/Input

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

22.4 Resignations

22.5 Head Start Monthly Financials

22.6 Discussion of Grand Ridge Farmland Parcel ID 25-4N-08-0000-0050-0000 use and sale

Superintendent Benton stated the district has sent necessary documentation to DOE about this property. He stated the 40 acres facing Hwy 90 could be sold and eventually some of the remaining acres could be considered as a site for a Sneads High/Grand Ridge School Land Lab. Mr. Benton stated it is approximately 2.5 miles to each school from the property and down the road, the district might also consider a baseball/softball field for the two schools. Mr. Benton stated for now, he would like for the board to consider a five-year lease on the usable farmland. Mr. Johnson stated the front part of the property is the most valuable land and should sell higher. Mr. Pumphrey stated he did not want the district to take a loss on the property. Mr. Johnson reminded the board the district lost of \$50,000 the day of the hurricane due to the timber that was damaged. He also stated as the district continues to lease all or part of the land the district recovers some of the loss. Mr. Fuqua suggested an evaluation of the property and possibly a realtor's opinion might be a good idea. Mr. Benton stated the other two properties, old Bus Barn and old Adult Ed building, both have been viewed recently.

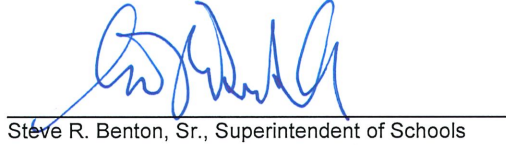
22.7 Malone HVAC update

23.0 SCHOOL BOARD MEMBER/SUPERINTENDENT ANNOUNCEMENTS

23.1 Dates to Remember

24.0 ADJOURN

The workshop was adjourned at approximately 5:53 PM.



Steve R. Benton, Sr., Superintendent of Schools



Tony Pumphrey, Chairman of the Board