

Inverness, Florida
August 8, 2017

An Administrative Hearing and Regular Meeting were held in the Board Room of the District Services Center located at 1007 West Main Street, Inverness, Florida on Tuesday, August 8, 2017. Present: Sandra "Sam" Himmel – Superintendent; Virginia Bryant – Chairman, Douglas A. Dodd – Vice Chairman, School Board Members: Sandra Counts, Thomas Kennedy and Linda B. Powers, and R. Wesley Bradshaw, School Board Attorney.

ADMINISTRATIVE HEARING

The Administrative Hearing was opened at 3:00 p.m.

Upon motions made, seconded and approved, a stipulated expulsion was directed in Case No. 17-72.

The Administrative Hearing was closed at 4:10 p.m.

REGULAR MEETING

Chairman Bryant opened the Regular Meeting at 4:25 p.m. Sandra Counts introduced Eva Allen, 10th grader, Inverness Christian Academy, who sang at the Purple Heart Ceremony on Saturday, August 5, 2017 and extended an invitation for her to come sing at today's meeting. Mrs. Counts followed by leading the Pledge of Allegiance to the Flag of the United States of America.

ADOPTION OF AGENDA AS RECOMMENDED BY SUPERINTENDENT

Linda Powers moved to adopt the agenda as recommended by Superintendent; seconded by Douglas Dodd and carried unanimously.

CITIZEN COMMENTS

None.

Chairman Bryant recognized Betty Vanzin, who was in the audience, for her years of service on the Board of Directors at the Academy of Environmental Science.

APPROVED CONSENT AGENDA – (Recognition of donations)

Thomas Kennedy moved to approve Consent Agenda; seconded by Sandra Counts and carried unanimously. The Executive Secretary to the School Board read the donations into the record.

SCHOOL OPERATIONS, MIKE MULLEN

A. Educational Services

- 1) Tabled item from July 25, 2017: Approve which student performance model the district will use for teacher evaluation: district create or VAM (copy in supplemental file)

Amy Crowell, Director of Research and Accountability, reviewed the VAM communication throughout the district. She shared feedback for utilizing the district created teacher evaluation versus the current VAM. The committee felt the district model for the teacher linked to VAM courses is a solid alternative. Linda Powers moved to approve the student performance model the teachers created used for teacher evaluations; seconded by Thomas Kennedy and carried unanimously.

- 6) Approved Interagency Agreement between the Citrus County School Board and Youth and Family Alternatives, Inc. 2017-2018 (copy in supplemental file)

Kit Humbaugh, Coordinator of Student Services Center, distributed a revised Interagency Agreement, which had a minor typographical error. Douglas Dodd shared his concern about truancy cases not being followed-up in a timely manner and felt there was a lack of support with the Youth and Family Alternatives, Inc. Mr. Dodd explained how student enrollment is important and there needs to be parental consequences. Kit Humbaugh provided an explanation on how habitual truancy cases are being handled and shared historical truancy case data. Douglas Dodd wanted to make sure the Agreement and the District's expectations were made clear to all parties.

CITIZEN COMMENTS

None.

- 6) Approved Interagency Agreement between the Citrus County School Board and Youth and Family Alternatives, Inc. 2017-2018 (copy in supplemental file) - Continued

Superintendent Himmel stated her opinion on absences and noted it was a team effort from all levels. Following discussion, Thomas Kennedy moved to approve the revised Interagency Agreement between the Citrus County School Board and Youth and Family Alternatives, Inc. 2017-2018; seconded by Linda Powers and carried unanimously.

SCHOOL SUPPORT SERVICES, JONNY BISHOP

A. Facilities and Construction, Alan Burcaw

- 4) Approved the Professional Service Agreement for Hernando Elementary Kitchen Renovation & Remodeling, Floral City Elementary Kitchen Renovation & Remodeling Schematic Design and Withlacoochee Technical College Cafeteria & Serving Area Renovation & Remodeling Schematic Design (copy in supplemental file)

Thomas Kennedy moved to approve the Professional Service Agreement for Hernando Elementary Kitchen Renovation & Remodeling, Floral City Elementary Kitchen Renovation & Remodeling Schematic Design and Withlacoochee Technical College Cafeteria & Serving Area Renovation & Remodeling Schematic Design; seconded by Linda Powers. Thomas Kennedy stated he was aware of the ongoing needs at Floral City Elementary School. Jonny Bishop, Executive Director of School Support Services, responded to Floral City Elementary School needs and funding sources. Discussion ensued on future funding options. The vote was taken and carried unanimously.

B. Human Resources, Suzy Swain

- 1) Approved Instructional and Support Recommendations (copy in supplemental file)

Sandra Counts moved to approve the Instructional and Support Recommendations; seconded by Douglas Dodd. Ms. Swain stated there are currently 30 open positions. The vote was taken and carried unanimously.

ATTORNEY, LEGAL MATTERS

None at this time.

APPROVED MINUTES

Thomas Kennedy moved to approve the minutes of the Regular Meeting of July 11, 2017 and a Special Meeting, Workshop and Public Hearing of July 25, 2017; seconded by Sandra Counts and carried unanimously.

BOARD MEMBER COMMITTEE REPORTS AND ANY OTHER BUSINESS THAT NEEDS TO COME BEFORE THE SCHOOL BOARD

Mike Mullen, Assistant Superintendent, mentioned the State of the District, which will be presented to the Board in September, and inquired if they would like the presentation to be in the same format as in the past or if they would like something different. It was decided to stay with the same format.

Linda Powers mentioned the importance of relationships that are sometimes lacking in private and/or charter schools.

Sandra Counts complimented the volunteers and those in the community that participated with the Stuff the Bus project.

Thomas Kennedy publicly congratulated Ron Allen, who received the (FACA), Florida Athletic Coaches Association's, highest honor of being a FACA Hall of Famer. Next, Mr. Kennedy distributed a letter he received from Florida Department of Education regarding the PERT testing. He also distributed a letter he drafted to Representative Massullo, requesting a bill that would provide a student school portfolio option for 10th grade English Language Arts (ELA) Florida State Assessment (FSA), graduation requirement and for the Algebra 1 End of Course (EOC) Exam. Mr. Kennedy inquired of the Board if they would like to sign the letter that he drafted and they all agreed. The last item Mr. Kennedy spoke on was the possibility of having AED's (Automated External Defibrillator), placed in non-school buildings.

Douglas Dodd commented on the Stuff the Bus project, the Purple Heart District / Veterans Programs in the Schools and the Welcome Back for Teachers program. Mr. Dodd also wanted to remind staff that football season is starting soon and to remember the concussion guidelines and heat awareness to keep students safe.

Virginia Bryant stated that while at Dollar General she saw a box for customers to donate items specifically for Crystal River Primary and Middle Schools. Mrs. Bryant wished Betty Vanzin well.

Superintendent Himmel mentioned the eclipse on August 21st and that teachers will be encouraged to keep students inside and limit outdoor activity. She stated that NASA will have a livestream of the eclipse for those who want to watch it.

ADJOURNMENT

Chairman Bryant adjourned the Regular Meeting at 5:45 p.m.

Chairman

Superintendent

ATTACHMENT – A

School Operations, Mike Mullen

A. Educational Services

- 2) Approved the Southwest Florida Water Management District (SWFWMD) Water Education Program for the 2017-2018 school year (copy in supplemental file)

- 3) Approved the K-5 FuelEd Full-Time Comprehensive Program (copy in supplemental file)
- 4) Approved Citrus County Health Services Program Contract for 2017-2018 (copy in supplemental file)
- 5) Approved 2017-2018 School Volunteers (copy in supplemental file)
- 7) Approved the Policies and Procedures for the Provision of Specially Designed Instruction and Related to Exceptional Student Students (SP&P) documents for the 2017-2018 school year (copy in supplemental file)
- 8) Approved to advertise for a Public Hearing at the September 11, 2017 School Board Meeting to approve the 2017-2018 Student Progression Plan (copy in supplemental file)

B. Other Sites

- 1) Approved local and out-of-county travel for Withlacoochee Technical College staff (copy in supplemental file)

School Support Services, Jonny Bishop

A. Facilities and Construction, Alan Burcaw

- 1) Approved Pre-Qualification of Contractors for Educational Facilities (copy in supplemental file)
- 2) Approved the Educational Plant Survey (5.10) Addendum to the Hernando Elementary School Kitchen Remodel Recommendation (copy in supplemental file)
- 3) Approved the Educational Plant Survey (5.14) Recommendation which allows for the renovation/remodel of the cafeteria and serving area at Withlacoochee Technical College (copy in supplemental file)
- 5) Approved the Professional Service Agreement for Lecanto Middle School Partial Heating, Ventilating and Air Conditioning Replacement (copy in supplemental file)
- 6) Approved the Professional Service Agreement for Reroofing Portions of Inverness Primary School (copy in supplemental file)
- 7) Approved acceptance of the CREST Building 1, HVAC Replacement Project contingent upon the engineer's and building official's certifications (copy in supplemental file)
- 8) Approved acceptance of the Citrus High School Building 2, part of 3, 6 and 12 Reroofing Project contingent upon the architect's and building officials certifications (copy in supplemental file)

B. Human Resources, Suzy Swain

- 2) Approved a step increase for District Administrators for 2017-2018 (copy in supplemental file)
- 3) Approved a step increase to the Support and Professional technical employees for 2017-2018 (copy in supplemental file)

C. Planning and Growth Management, Chuck Dixon

- 1) Approved to advertise for a Public Hearing at the October 10, 2017 School Board Meeting to adopt new Policy, 3.48, Service Animals (copy in supplemental file)
- 2) Approved to advertise for a Public Hearing at the October 10, 2017 School Board Meeting to adopt new Policy 8.801, Electronic Media Sanitization and Disposal (copy in supplemental file)
- 3) Approved to advertise for a Public Hearing at the October 10, 2017 School Board Meeting to adopt new Policy 8.802, Account Management (copy in supplemental file)
- 4) Approved to advertise for a Public Hearing at the October 10, 2017 School Board Meeting to adopt new Policy 8.803, Authentication Strategy (copy in supplemental file)
- 5) Approved to advertise for a Public Hearing at the October 10, 2017 to adopt new Policy 8.804, Authenticator Management (copy in supplemental file)
- 6) Approved to advertise for a Public Hearing at the October 10, 2017 School Board Meeting to adopt new Policy 8.806, Disposal of Physical Media (copy in supplemental file)
- 7) Approved to advertise for a Public Hearing at the October 10, 2017 School Board Meeting to adopt new Policy 8.807, Encryption (copy in supplemental file)
- 8) Approved to advertise for a Public Hearing at the October 10, 2017 School Board Meeting to adopt new Policy 8.808, Incident Response (copy in supplemental file)
- 9) Approved to advertise for a Public Hearing at the October 10, 2017 School Board Meeting to adopt new Policy 8.809, Information Exchange (copy in supplemental file)
- 10) Approved to advertise for a Public Hearing at the October 10, 2017 School Board Meeting to adopt new Policy 8.810, Information Handling (copy in supplemental file)
- 11) Approved to advertise for a Public Hearing at the October 10, 2017 School Board Meeting to adopt new Policy 8.811, Media Protection (copy in supplemental file)
- 12) Approved to advertise for a Public Hearing at the October 10, 2017 School Board Meeting to adopt new Policy 8.812, Patch Management (copy in supplemental file)
- 13) Approved to advertise for a Public Hearing at the October 10, 2017 School Board Meeting to adopt new Policy 8.813, Personally Identifiable Information (copy in supplemental file)
- 14) Approved to advertise for a Public Hearing at the October 10, 2017 School Board Meeting to adopt new Policy 8.814, Personally Owned Devices (copy in supplemental file)

- 15) Approved to advertise for a Public Hearing at the October 10, 2017 School Board Meeting to adopt new Policy 8.815, Physical Protection (copy in supplemental file)
- 16) Approved to advertise for a Public Hearing at the October 10, 2017 School Board Meeting to adopt new Policy 8.816, Remote Access (copy in supplemental file)
- 17) Approved to advertise for a Public Hearing at the October 10, 2017 School Board Meeting to adopt new Policy 8.817, Wireless Restrictions – Logs (copy in supplemental file)
- 18) Approved to advertise for a Public Hearing at the October 10, 2017 School Board Meeting to adopt new Policy 8.818, Security Alerts-Advisories (copy in supplemental file)
- 19) Approved to advertise for a Public Hearing at the October 10, 2017 School Board Meeting to adopt new Policy 8.819, System Access Control (copy in supplemental file)
- 20) Approved to advertise for a Public Hearing at the October 10, 2017 School Board Meeting to adopt new Policy 8.820, Voice over Internet Protocol (copy in supplemental file)

D. Transportation, Marilyn Farmer

- 1) Approved and sign the 2017-2018 Transportation Agreement between Marion County School Board and Citrus County School Board (copy in supplemental file)
- 2) Approved the donation of a surplus school bus to Nature Coast EMS as part of the ESF-8 Group for the Ambubus Conversion (copy in supplemental file)

Finance and Risk Management, Kenny Blocker

- A. Approved the \$500 donation to Citrus High School from Anti Drug Coalition of Citrus County, Inc. for banner renewal (copy in supplemental file)
- B. Approved the donation of welding equipment valued at \$14,058.87 from Airgas USA, LLC (copy in supplemental file)
- C. Approved Disposal of Active Surplus Property (copy in supplemental file)
- D. Bids:
 - 1) Approved renewal of Bid #2015-24P Plan Review, Permitting and Inspection Services, Piggyback of RFP 14-15-02 Seminole State College to PDCS, LLC (copy in supplemental file)
 - 2) Approved renewal of Bid #2015-57 Classroom Calculators BASPC to AFP Industries, Inc., JourneyEd and Valley Business Machines; items as listed (copy in supplemental file)
 - 3) Approved renewal of Bid 2016-38 Networking Equipment to Office Management Systems, Inc. d/b/a Logista (copy in supplemental file)
 - 4) Approved renewal of Bid #2014-01 Mowing Services to various vendors (copy in supplemental file)

- 5) Approved renewal of Bid #2014-40 Solid Waste and Roll-off Service to Good Fella's Roll Off Waste Disposal (copy in supplemental file)
 - 6) Approved renewal of Bid #2016-16 Mowing Services-Floral City Elementary to Gamco Properties III dba Third Generation Services (copy in supplemental file)
 - 7) Approved award of Bid #2017-23 Custodial Chemicals and Supplies to various vendors (copy in supplemental file)
 - 8) Approved award of Bid #2017-36 Apple iPad Repair Svcs. to Citrus Cellular Phones, Inc as primary and iFixYouri Corp as alternate (copy in supplemental file)
- E. Approved Budget Amendment #10 June 2017 (copy in supplemental file)
- F. June 2017 Cash and Investment Report for informational purposes only (copy in supplemental file)