

THE SCHOOL BOARD OF  
ESCAMBIA COUNTY, FLORIDA

MINUTES, AUGUST 15, 2017

The School Board of Escambia County, Florida, convened in Regular Meeting at 5:30 p.m., in Room 160, at the J.E. Hall Educational Services Center, 30 East Texar Drive, Pensacola, Florida, with the following present:

Board Members\*: Mr. Kevin L. Adams (District I)  
Mr. Gerald W. Boone (District II)  
Mrs. Patricia Hightower (District IV)  
Mr. Bill Slayton (District V)

*\*School Board Member, District III: Vacant*

School Board General Counsel: Mrs. Donna Sessions Waters

Superintendent of Schools: Mr. Malcolm Thomas

Meeting advertised in the *Pensacola News Journal* on July 27, 2017 - Legal No. [2303393](#)

NOTE: The minutes from this session have been prepared according to *Roberts Rules of Order, Newly Revised*.  
The video from this session is available at <http://escambiacountysdfl.swagit.com/play/08152017-1191>

I. CALL TO ORDER

Mr. Boone called the Regular Meeting to order at 5:30 p.m.

a. Invocation and Pledge of Allegiance

Mr. Boone introduced Reverend Walt Magha, Minister to Students at Myrtle Grove Baptist Church. Reverend Magha delivered the invocation and Mr. Boone led the Pledge of Allegiance to the American Flag.

b. Adoption of Agenda

The Superintendent noted any changes made to the agenda since initial publication. Mr. Boone advised that Florida Statutes and School Board Rule required that changes made to an agenda after publication be based on a finding of good cause determined by the person designated to preside over the meeting and stated in the record. Mr. Boone said he, as acting-School Board Chair, had determined that the Superintendent's recommended changes to the August 15, 2017 Regular Meeting agenda were for good cause. Motion by Mr. Adams, seconded by Mrs. Hightower, to adopt the agenda (*as amended*), carried unanimously.

c. Committee/Departmental Reports

1. PTA Presentation

Ms. Pueschel Schneider, 2<sup>nd</sup> Vice President of the Escambia County Council PTA (ECCPTA), gave a brief report on the recent and upcoming events and activities of the PTA.

2. [PTA Membership Month Resolution](#)

WHEREAS, the Escambia County Council of PTAs has a long tradition of seeking the highest possible educational advantages for all children and youth so they can realize their full potential; and

WHEREAS, the Escambia County Council of PTAs assists parents in developing the skills they need to nurture and protect their children, and encourages parent and public involvement in public schools in our community, and speaks on behalf of children and schools in the community, in organizational meetings, and before public governing bodies; and

WHEREAS, during the month of September 2017, special activities will be held to promote parent involvement, expand the membership of the Escambia County Council of PTAs, and broaden the PTAs base of support so it becomes a stronger and more effective voice for children and education; and

WHEREAS, it is the role of the Escambia County Council of PTAs to encourage parent involvement by promoting an environment in which parents are valued as primary influences in their children's lives; and

WHEREAS, for more than 120 years, PTA has been a powerful voice for children, a relevant resource for parents, and a strong champion for public education committed to making sure parent participation in education is meaningful;

NOW, THEREFORE, BE IT RESOLVED, that the School Board of Escambia County, Florida, does hereby recognize the month of September 2017, as

**PTA MEMBERSHIP MONTH**

in the School District of Escambia County, Florida and calls upon families, schools, businesses, and communities to be our partners in announcing this resolution and to become active in participating this month.

BE IT FURTHER RESOLVED, that a copy of this resolution be spread upon the minutes of the regular meeting of said Board and that a copy be tendered to Michelle Salzman, ECCPTA President and Tori Woods, ECCPTA First Vice President.

Motion by Mrs. Hightower, seconded by Mr. Slayton, to adopt a resolution recognizing the month of September 2017, as PTA Membership Month, carried unanimously.

3. Stellar Employee of the Month

The Superintendent made the following announcement: *I am pleased to inform you that the Stellar Employee for the month of August is Kate Lewis. Kate Lewis is the training and safety manager in the Transportation Department. Ms. Lewis has been with the District 22 years. As you know, Northview High School is the most northwest school in Florida. When traveling out of the area, the track team has to rent vans from the Pensacola Airport to transport the students to their athletic events. The airport is an hour away from Northview. Typically, the coaches rent the vans at the airport and drive back to Northview to get the athletes before they can start the trip. This adds approximately two extra travel hours to an already extra-long trip departing from Northview. Coach Natalie Nall, the cross country and track coach, stated that Ms. Lewis offered to assist the team for the regional (Jacksonville) and state (Bradenton) track meets. As coaches are not allowed to leave their school bus parked at the airport, Ms. Lewis offered to meet the team at the airport and drive the bus back to the compound. After the team returned to the airport she was there waiting with the bus so that students could ride back to Northview in the bus. This reduced the coaches driving time significantly. Ms. Lewis also assisted the team with loading and unloading the athletes' luggage, coolers, and coaches' gear. She even sent texts cheering the team on during the event. Coach Nall stated that by the end of the long travel from the state meet, Ms. Lewis' face was a pleasant treat. Ms. Lewis' sacrifice was a kind gesture to the team. She went out of her way to assist and her kindness is greatly appreciated. She will always be a Northview chief! Kate Lewis personifies the pillars of "people" and "service." It is for these reasons that he has been selected as our stellar employee for the month of August. Ms. Lewis will receive a plaque, a pin, and a check for \$100 from Members First Credit Union. In recognition of her stellar performance, Ms. Lewis received a plaque and pin from the School District and a check for \$100 from Members First Credit Union.*

II. [PUBLIC FORUM](#)

Regina Hyman, speaking as an individual, requested to address the School Board regarding her concerns with the School District's Transportation Department website and her question about contacting the School Board now that seat for District III was vacant.

**THE FOLLOWING ITEMS WERE MOVED FORWARD:**

*Election of Chairman [Item V.c.1]*

Mrs. Hightower nominated Mr. Gerald Boone, School Board Member for District III, to serve as Chairman. Mr. Adams seconded the nomination and it carried unanimously.

*Election of Vice Chairman* [Item V.c.2]

Mr. Slayton nominated Mrs. Patricia Hightower, School Board Member for District IV, to serve as Vice Chairman. Mr. Adams seconded the nomination and it carried unanimously.

*Administrative Appointments* [Item V.d.1.A]

Motion was made by Mrs. Hightower and seconded by Mr. Slayton, to approve the Superintendent's recommendation for administrative appointments as outlined in Item V.d.1.A. Motion carried unanimously.

III. MINUTES

- a. [07-18-17 Regular Meeting](#)
- b. [07-20-17 Special Meeting](#)
- c. [07-31-17 Special Meeting](#)

Motion by Mr. Slayton, seconded by Mr. Adams, to approve the minutes as listed (Items a through c), carried unanimously.

IV. UNFINISHED BUSINESS

-None

V. NEW BUSINESS

a. PROPOSED ADDITIONS OR REVISIONS TO SCHOOL DISTRICT RULES

- 1. Rule(s) Adoption  
-No items submitted

- 2. Permission to Advertise

- A. [Approval to Advertise Notice of Intent to Modify, Change and/or Delete School Attendance Zone Boundaries](#)

Motion was made by Mr. Slayton and seconded by Mrs. Hightower, to approve *Notice of Intent to Modify, Change and/or Delete School Attendance Zone Boundaries*. Motion carried unanimously.

- B. [Approval to Advertise Notice of Intent to Adopt Amendments to the School District of Escambia County Student Progression Plan](#)

Motion was made by Mr. Adams and seconded by Mr. Slayton, to approve *Notice of Intent to Adopt Amendments to the School District of Escambia County Student Progression Plan*. Motion carried unanimously.

- C. [Approval to Advertise Notice of Intent to Adopt Amendments to the District School Board Exceptional Student Education Policies and Procedures \(SP&P\)](#)

Motion was made by Mrs. Hightower and seconded by Mr. Slayton, to approve *Notice of Intent to Adopt Amendments to the District School Board Exceptional Student Education Policies and Procedures (SP&P)*. Motion carried unanimously.

b. CONSENT AGENDA

No items were pulled from the Consent Agenda for separate vote. On motion made by Mrs. Hightower and second by Mr. Adams, approval of the Consent Agenda, carried unanimously.

1. Curriculum
  - A. Alternative Education
    1. [Amendment to the Charter Contract Between the School Board of Escambia County, Florida and Capstone Adaptive Learning & Therapy Centers, Inc., DBA Capstone Academy](#)
  - B. Continuous Improvement
    1. [School Choice Student Transfers](#)
  - C. Elementary Education
 

-No items submitted
  - D. Evaluation Services
 

-No items submitted
  - E. Exceptional Student Education
    1. [Agreement Between the School Board of Escambia County, Florida and the School Board of Seminole County, Florida](#)
  - F. High School Education
 

-No items submitted
  - G. Middle School Education
 

-No items submitted
  - H. Professional Learning
 

-No items submitted
  - I. Student Services
 

-No items submitted
  - J. Title I
    1. [Memorandum of Understanding Between Lutheran Services Florida-NW and the School Board of Escambia County, Florida](#)
    2. [Memorandum of Understanding Between the University of West Florida and the School Board of Escambia County, Florida](#)
  - K. Workforce Education
    1. [Cooperative Agreement Between the School Board of Escambia County, Florida and the City of Pensacola, Florida for use of City of Pensacola Fire Department Training Facility](#)
    2. [Memorandum of Understanding Between Workforce Escarosa, Inc. d/b/a CareerSource Escarosa and the School Board of Escambia County, Florida](#)
  - L. Other
 

-No items submitted
2. Finance and Business Services
  - A. Finance
    1. [Legal Services – General Fund](#)

a. The Hammons Law Firm	\$ 665.00
b. The Hammons Law Firm	\$ 525.00
c. Rumberger, Kirk & Caldwell	\$ 8,443.05
d. Rumberger, Kirk & Caldwell	\$ 6,631.05
e. Shell, Fleming, Davis & Menge, P.A.	\$ 1,417.50
    2. Legal Services - Risk Management Fund – no item submitted
  - B. Accounting Operations
    1. [Check Register for July 2017](#)
  - C. Budgeting
    1. [Recap of General Fund Reserves \(Non-Categorical\) as of June 30, 2017](#)
    2. [Resolutions to amend 2016-2017 District School Budget:](#)
      - a. [Resolution 11 - General Operating Fund](#)
      - b. [Resolution 11 - Special Revenue – Federal Programs](#)
      - c. [Resolution 11 - Capital Projects Fund](#)
      - d. [Resolution 1 – Special Revenue – Food Service Fund](#)
      - e. No item submitted - Debt Service Fund
    3. [Scrap List I for August 2017](#)

4. [Auction List I for August 2017](#)
5. Financial Statements by Fund – no item submitted pending FYE Financial Statements
- D. Payroll and Benefits Accounting
  1. [Financial Status Report: Employee Benefit Trust Fund](#)
- E. Purchasing
 

*ITEMS PREPARED BY PURCHASING:*

  1. [Bid Award: Chiller Preventative Maintenance, RFP #172503](#)
  2. [Bid Award: Automatic Dishwashing Dispenser System and Cleaning Detergents, RFP #180102](#)
  3. [Re-Award: Fruits & Vegetables – Frozen, Canned, and Packaged, Bid #170902](#)
  4. [AT&T Master Agreement](#)
  5. [iBoss Internet Security](#)
  6. [Agreement: Focus School Software/SIS](#)
  7. [Software Site Licenses for Microsoft Certification Programs](#)
  8. [Purchasing Card Service Agreement](#)

*ITEMS PREPARED BY FACILITIES PLANNING:*

  9. [Bid Award: Stormwater and Site Improvements – Woodham Middle School](#)
  10. [Change Notice #1 to Purchase Order #5421700221 – Architectural/Engineering Services for Woodham Middle School Repurposed to West Florida High School](#)
  11. [Change Notice #1 to Purchase Order #5421700112 – Ferry Pass Middle and Ransom Middle Schools Track Resurfacing](#)

3. Human Resource Services

A. Instructional/Professional

1. [Appointments](#)
2. Reappointments  
-No items submitted
3. [Transfers](#)
4. Out-of-Field  
-No items submitted
5. [Resignations/Retirements/Other](#)
6. [Leaves of Absence](#)
7. Special Requests
  - a. [Jenna L. Gunter, Teacher at Navy Point Elementary, was incorrectly listed on the Regular School Board Meeting Agenda for July 18, 2017, under V.b.3.A.1 Appointments, with the effective date of 06/15/2017. Her correct effective date is 08/02/2017.](#)

B. Educational Support Personnel

1. [Appointments](#)
2. Temporary Promotions  
-No items submitted
3. [Resignations/Retirements/Other](#)
4. [Terminations](#)
5. [Leaves of Absence](#)
6. Special Requests  
-No items submitted

C. Risk Management

1. [Workers' Compensation Medical Bill](#)
2. [School Resource Officer Agreement-Escambia County, Florida Sheriff's Office](#)

D. Employee Services

-No items submitted

E. Affirmative Action

-No items submitted

AMEND

4. Operations
  - A. Facilities Planning
    - No items submitted
  - B. School Food Services
    1. [Affiliation Agreement with Keith and Associates Inc.](#)
  - C. Maintenance and Custodial Services
    - No items submitted
  - D. Transportation
    - No items submitted
  - E. Central Warehouse
    - No items submitted
  - F. Information Technology
    - No items submitted
  - G. Protection Services
    - No items submitted
  - H. Energy Management
    - No items submitted

- c. ITEMS FROM THE BOARD
  - ~~No items submitted~~
  - 1. Election of Chairman
    - Handled earlier in the meeting
  - 2. Election of Vice Chairman
    - Handled earlier in the meeting

**ADD**

**ADD**

- d. ITEMS FROM THE SUPERINTENDENT
  1. Administrative Appointments
    - A. [Administrative Appointments](#)
      - Handled earlier in the meeting
  2. Student Discipline
    - A. Disciplinary Reassignments
      - No items submitted
    - B. Expulsions
      - No items submitted
  3. Employee Discipline
    - ~~No items submitted~~

**ADD**

[Recommend that employee #0000002883 is suspended without pay for one \(1\) working day beginning Wednesday, August 16, 2017, based on misconduct as more specifically identified in the notice letter to the employee.](#)

Motion by Mr. Adams, seconded by Mrs. Hightower, to accept the Superintendent's recommendation for employee discipline as outlined in Item V.d.3.A, carried unanimously.

4. Other Items
  - A. [Foundation for Excellence Board of Director Nominee](#)
  - B. Recommend that employee #0000027006 is returned to work on August 2, 2017, after having met the employment requirements set forth by the District.
  - C. Recommend that employee #0000016453 is returned to work on July 26, 2017, meeting the employment standards set forth by the District.
  - D. Recommend that employee #000000657 is suspended without pay beginning Wednesday, August 16, 2017, based on conduct as more specifically identified in the notice letter to the employee.

Motion by Mr. Slayton, seconded by Mrs. Hightower, to accept the Superintendent's recommendation as outlined in Item V.d.4.A, Item V.d.4.B, Item V.d.4.C, and Item V.d.4.D, carried unanimously.

e. INTERNAL AUDITING

- 1. [Inventory Adjustment Reports for fifty-five \(55\) cost centers](#)
- 2. [2016-2017 Summary of Inventory Reports Submitted](#)

Motion by Mrs. Hightower, seconded by Mr. Adams, to approve Item V.e.1 and Item V.e.2, carried unanimously.

f. ITEMS FROM GENERAL COUNSEL  
-No items submitted

VI. ADJOURNMENT

There being no further business, the Regular Meeting adjourned at 6:07 p.m.

Attest:

Approved:

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Chair

PENDING BOARD APPROVAL