

THE SCHOOL BOARD OF
ESCAMBIA COUNTY, FLORIDA

MINUTES, DECEMBER 18, 2018

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:

Chair: Mrs. Patricia Hightower (District IV)
Vice Chair: Mr. Bill Slayton (District V)
Board Members: Mr. Kevin L. Adams (District I)
Mr. Paul Fetsko (District II)
Dr. Laura Dortch Edler (District III)

School Board General Counsel: Mrs. Donna Sessions Waters

Superintendent of Schools: Mr. Malcolm Thomas

Meeting advertised in the *Pensacola News Journal* on November 22, 2018 – Legal No. [3262591](#)

NOTE: Minutes from this session have been prepared according to *Roberts Rules of Order, Newly Revised*.

I. CALL TO ORDER

Mrs. Hightower called the Regular Meeting to order at 5:30 p.m. She welcomed everyone in attendance as well as those watching via live streaming and thanked them for their interest in public education.

a. Invocation and Pledge of Allegiance

Mrs. Hightower began by reciting the School District's mission statement: *To provide an environment that creates opportunities for all students to achieve their highest potential while building a foundation for continuous learning.* She then called for a moment of silence followed by the Pledge of Allegiance to the American Flag.

b. Adoption of Agenda

The Superintendent listed all changes made to the agenda since initial publication. Mrs. Hightower 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, as determined by the person designated to preside over the meeting, and stated in the record. Mrs. Hightower said she, as School Board Chair, had determined that the Superintendent's recommended changes to the December 18, 2018 Regular Meeting agenda were for good cause. Motion by Mr. Slayton, seconded by Mr. Fetsko, to adopt the agenda *as amended*, carried unanimously.

c. Committee/Departmental Reports

1. PTA Presentation

Ms. Chuntell Patterson, Area Vice President of the Escambia County Council PTA (ECCPTA), gave a brief report on recent and upcoming events and activities.

2. 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 December is Ricky Newman. Ricky Neumann has been with the*

District for five years and he is assigned to Beulah Middle School which opened this school year. Mr. Neumann took on the difficult task of lead custodian at the new middle school and though this may seem like an easy start, Beulah Middle School has over 205,000 square feet with over 120 bathrooms in the school. Though the building is brand new, it was much more challenging than anticipated. Mr. Neumann was tasked with finding the right team and he has worked diligently to do whatever it takes to get the job done because he believes "it needs to be done." Mr. Neumann takes pride in his job and his school and it shows in his work ethic and leadership. His custodial team are happy and they all work equally as hard. Beulah Middle School administrators have not received any complaints about the school's cleanliness and they, along with faculty and staff, have nominated Mr. Neumann as the Stellar Employee of the Month. Mr. Neumann personifies the pillars of "people" and "service". It is for these reasons and more that he has been selected as our Stellar Employee for the month of December. Mr. Neumann will receive a plaque, a pin, and a check for \$100 from Members first credit union.

3. Recognition of Outstanding Assistant Principal of the Year

The Superintendent made the following announcement: *It is my pleasure this evening to announce that Tara Palasciano has been selected as the 2018-19 Escambia County School District's Outstanding Assistant Principal of the Year. Tara Palasciano has been with the District since 2003 and has been in her position at Bellview Middle School as Assistant Principal since 2015. Ms. Palasciano is a dedicated, committed administrator whose most important goal is to make sure every child has an opportunity to succeed academically. During her career as a teacher, literacy coach and now assistant principal, Tara Palasciano has been passionate about expanding students' horizons through literature. She has been instrumental in expanding student access to good books that spark individual's interests in reading. Tara Palasciano is not only interested in reading for her own pleasure but she immerses herself in teen genres so that she can talk with students about reading and encourage them to read the books with which she has become familiar. Her extensive background in literacy and writing based teaching has greatly improved the quality of instruction in all subject areas at Bellview Middle School. Ms. Palasciano has been instrumental in gaining the confidence of her school community by establishing ways to improve school culture and increase student achievement. She goes out of her way to offer professional development ideas and facilitates opportunities for staff development. Ms. Palasciano taught and trained the instructional staff in using academic data to drive and form instruction. She implements strategies review and disseminate data and develop ways to recognize and reward student achievement goals. Ms. Palasciano makes decisions with one through in mind, the best interest of students. Ms. Palasciano was responsible for completely overhauling the arrival and dismissal process for the 1,000 plus student population that attend Bellview Middle School, which is located on the very busy Mobile Highway. After gathering input from parents, staff and law enforcement, she implemented and executed a process that not only ensures student safety, but has also decreased the time it takes for student arrival and dismissal. The Escambia County School District is extremely proud of the accomplishments of Tara Palasciano and I am honored to recognize her as the Outstanding Assistant Principal of the Year.*

4. Recognition of Outstanding Principal of the Year

The Superintendent made the following announcement: *I am honored to announce to you this evening that Laura touchstone has been selected as the Escambia County School District's 2018-19 Outstanding Principal of the Year. Laura Touchstone has been the principal at Pine Forest High School since 2015, and with the Escambia County School District since 2007. Mrs. Touchstone has an extensive background in education and her accomplishments, though too many to list tonight, include 2000 teacher of the year for West Decatur Elementary School, 2004 Teacher of the Year for Sparkman Middle School, keynote speaker for the Chattanooga Tennessee Teachers Institute, recognition from Governor Rick Scott for ranking thirty-fifth (35th) in the State for improvement in ELA achievement from 2014-15 to 2015-16, and selection as the 2018-19 Escambia County School District Principal of the Year. In 2015, Pine Forest High School's student achievement was*

decreasing and their graduation rate was one of the lowest in the state. Under Mrs. Touchstone's leadership, Pine Forest High School's 2018 school grade improved from a "D" to a "C" and the projected graduation rate for 2018 is 81.9%. Mrs. Touchstone implemented a plan to engage teachers through professional learning which she believes is a key factor in improving student achievement. One example of professional learning that has been implemented at Pine Forest High School is Capturing Kids Hearts, which provides teachers with the tools and strategies necessary for building positive relationships with students and promote learning. Professional Learning Communities (PLCs) have been key in transforming the culture. Another example of Mrs. Touchstone's innovative methods include SOAR - Student Opportunities for Academic Reinforcement - which supports remediation and reinforcement during the school day to address students' individual needs. SOAR has been instrumental in addressing student deficiencies and strengthening student-teacher relationships. Laura Touchstone has changed the culture of Pine Forest High School and the results are improved student engagement and behavior and improved faculty morale on campus. She leads by example and works closely with her teachers to improve student achievement. Thank you for helping me to congratulate Laura Touchstone on all her accomplishments and specifically, tonight, for being the Escambia County School District's Outstanding Principal of the Year.

5. Florida Superintendent of the Year

School Board Members recognized the Superintendent for being selected by the Florida Association of District School Superintendents (FADSS) as the Florida 2019 Superintendent of the Year. [Formal recognition occurred at the November 28, 2018 joint meeting of the FADSS and the Florida School Boards Association (FSBA).] It was noted that as the state's winner, he would represent Florida in February 2019 by attending the American Association of School Administrators' (AASA) National Education Conference in Los Angeles, California.

II. [PUBLIC FORUM](#)

-No registration forms submitted

III. MINUTES

- a. [10-11-18 Special Workshop](#)
- b. [10-12-18 Regular Workshop](#)
- c. [11-13-18 Regular Meeting](#)
- d. [11-20-18 Installation Ceremony & Organizational Meeting](#)

Motion by Mr. Slayton, seconded by Mr. Adams, to approve the minutes as presented, carried unanimously.

IV. UNFINISHED BUSINESS

-No items submitted

V. NEW BUSINESS

a. PROPOSED ADDITIONS OR REVISIONS TO SCHOOL DISTRICT RULES

1. Rule(s) Adoption

- A. [Notice of Intent to Adopt Amendments to Rules and Procedures of the District School Board: Chapter 3 – School Operations](#)

Mrs. Hightower called for public input; however, there was no one who wished to address the School Board on this matter. She then called for a motion to adopt *Amendments to Rules and Procedures of the District School Board: Chapter 3 – School Operations*. Motion to that effect was made by Mr. Fetsko and seconded for discussion by Mr. Adams. Mr. Adams provided handouts regarding a Class Five FDA-approved marijuana product available for prescription that could be administered in schools. Motion carried 4 to 1, with Mr. Adams voting "No."

B. [Notice of Intent to Adopt Amendments to Rules and Procedures of the District School Board: Chapter 7 – Students](#)

Mrs. Hightower called for public input; however, there was no one who wished to address the School Board on this matter. She then called for a motion to adopt *Amendments to Rules and Procedures of the District School Board: Chapter 7 – Students*. Motion to that effect was made by Mr. Fetsko and seconded by Mr. Slayton. Motion carried unanimously.

2. Permission to Advertise

A. [Approval to Advertise Notice of Intent to Adopt Amendments to Rules and Procedures of the District School Board: Chapter 5 – Business Services](#)

Mrs. Hightower called for a motion to advertise Notice of Intent to Adopt *Amendments to Rules and Procedures of the District School Board: Chapter 5 – Business Services*. Motion to that effect was made by Mr. Slayton and seconded by Mr. Fetsko. Motion carried unanimously.

b. CONSENT AGENDA

Motion by Mr. Adams, seconded by Mr. Fetsko, to adopt the Consent Agenda, carried unanimously.

1. Curriculum

A. Alternative Education

-No items submitted

B. Continuous Improvement

1. [School Choice Student Transfers](#)

C. Elementary Education

1. [Agreement Between the School Board of Escambia County, Florida and the University of West Alabama](#)

2. [Amendment to the Agreement Between the School Board of Escambia County, Florida and Capella University](#)

D. Evaluation Services

-No items submitted

E. Exceptional Student Education

-No items submitted

F. High School Education

1. [Agreement Between the School Board of Escambia County, Florida and the Office of Student Financial Assistance, Data Sharing Security Agreement](#)

G. Middle School Education

-No items submitted

H. Professional Learning

-No items submitted

I. Student Services

-No items submitted

J. Title I

-No items submitted

K. Workforce Education

-No items submitted

L. Other

-No items submitted

2. Finance and Business Services

A. Finance

1. [Legal Services – General Fund](#)

- | | | |
|----|-------------------------------------|--------------|
| a. | The Hammons Law Firm | \$ 1,260.00 |
| b. | The Hammons Law Firm | \$ 175.00 |
| c. | The Hammons Law Firm | \$ 437.50 |
| d. | The Hammons Law Firm | \$ 1,267.50 |
| e. | The Hammons Law Firm | \$ 9,365.45 |
| f. | The Hammons Law Firm | \$ 262.50 |
| g. | Rumberger, Kirk & Caldwell | \$ 410.00 |
| h. | Rumberger, Kirk & Caldwell | \$ 80.15 |
| i. | Rumberger, Kirk & Caldwell | \$ 12,135.50 |
| j. | Shell, Fleming, Davis & Menge, P.A. | \$ 210.00 |
| k. | Resolutions in Special Education | \$ 528.50 |
| l. | Resolutions in Special Education | \$ 665.00 |
2. [Legal Services - Risk Management Fund](#)
- | | | |
|----|----------------------|--------------|
| a. | The Hammons Law Firm | \$ 11,573.09 |
|----|----------------------|--------------|
- B. Accounting Operations
1. [Check Register for November 2018](#)
 2. [Banking Resolutions and Authorizing Agreements](#)
- C. Budgeting
1. [Recap of General Fund Reserves \(Non-Categorical\) - as of November 30, 2018](#)
 2. [Resolutions to amend District School Budget:](#)
 - a. Resolution 3 - General Operating Fund
 - b. Resolution 3 - Special Revenue – Federal Programs
 - c. Resolution 2 - Capital Projects Fund
 - d. No item submitted - Special Revenue – Food Service Fund
 - e. No item submitted - Debt Service Fund
 3. [Scrap List I for December 2018](#)
 4. [Auction List I for December 2018](#)
 5. [Financial Statements by Fund](#)
- D. Payroll and Benefits Accounting
1. [Financial Status Report: Employee Benefit Trust Fund](#)
- E. Purchasing
- ITEMS PREPARED BY PURCHASING:*
1. [Bid Award: School Health Services RFP #190901](#)
 2. [Bid Award: Cafeteria Equipment, Bid #191002](#)
 3. [Bid Renewal: Dispensing System for Toilet Tissue and Hand Towels, RFP #151602](#)
 4. [Bid Renewal: Dispensing System for General Cleaning Supplies, RFP #151702](#)
 5. [Bid Renewal: Custodial Supplies, Bid #170703](#)
 6. [Bid Renewal: Diesel Fuel, Gasoline and Fuel Additive, RFP #160305](#)
 7. [Agreement Renewal: Voice Over Internet Protocol Master Purchase & Service Agreement](#)
 8. [GoGuardian Software](#)
 9. [Annual Agreement Renewal: Consultant Services for the School Board](#)
 10. [Annual Agreement Renewal and Amendment I: Employee Benefits Consulting Services, RFP #140601](#)
 11. [Annual Agreement: As Needed Real Estate Services](#)
 12. [Annual Agreement Renewal: Employee Health Clinic Agreement](#)
 13. [Annual Agreement Renewal: Group Medical Benefits \(Including Prescription Drugs\)](#)
 14. [Annual Agreement Renewal: Group Term Life Insurance](#)
 15. [Annual Agreement Renewal: Administrative Services for Employee Dental Plan](#)
 16. [Video Surveillance Security System for Hellen Caro Elementary School](#)
 17. [Video Surveillance Security System for Navy Point Elementary School](#)
 18. [Video Surveillance Security System for Bratt Elementary School](#)
 19. [Video Surveillance Security System for N.B. Cook Elementary School](#)
 20. [Vehicles for Maintenance and Transportation](#)
 21. [Furniture for West Florida High School](#)

ITEMS PREPARED BY FACILITIES PLANNING:

22. [Annual Agreement Renewal: Aluminum Covered Walks & Bus Ramps Installation and Repairs at Various School District Facilities](#)
23. [Change Notice #2 to Purchase Order #5421800186 – Ransom Middle School HVAC Renovations](#)
24. [Architectural/Engineering Services for Tate High School – New Underground Utility Distribution](#)
25. [Change Notice #1 for Purchase Order #5421900076 – Emergency Purchase for Washington High School Chiller – Additional Repairs](#)

3. Human Resource Services

A. Instructional/Professional

1. [Appointments](#)
2. Reappointments
-No items submitted
3. Transfers
-No items submitted
4. [Out-of-Field](#)
5. [Resignations/Retirements/Other](#)
6. [Leaves of Absence](#)
7. Special Requests
 - a. [Approve correction to Item V.b.3.A.1., Appointments, approved during the Regular School Board Meeting on November 13, 2018, to change the start date of Ashley M. Tamasco from October 15, 2018, to November 1, 2018.](#)

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. [Auto Liability Settlement](#)
2. [Auto Liability Payment](#)
3. [Stop Loss Policy Renewal](#)
4. [Amendment to the School Resource Officer Agreement-Escambia County, Florida Sheriff's Office](#)

D. Employee Services

-No items submitted

E. Affirmative Action

-No items submitted

4. Operations

A. Facilities Planning

-No items submitted

B. School Food Services

1. [Affiliation Agreement between Meredith College and the School Board of Escambia County, Florida](#)

C. Maintenance and Custodial Services

-No items submitted

D. Transportation

-No items submitted

AMEND

ADD

- 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~~

ADD

1. Request for Attorney General Opinion regarding Medical Marijuana

[NOTE: *This issue was previously discussed during the December 14, 2018 Regular Workshop.*] Mrs. Hightower called for a motion directing General Counsel to request an Attorney General opinion regarding interplay between federal and state law governing the use of medical marijuana in the development of policies related to such use by students and/or employees. Motion to that effect was made by Mr. Adams and seconded by Mr. Fetsko. Motion carried unanimously.

d. ITEMS FROM THE SUPERINTENDENT

1. Administrative Appointments

A. Administrative Appointments

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

2. Student Discipline

A. Disciplinary Reassignments

Motion by Mr. Adams and seconded by Mr. Fetsko, to accept the Superintendent's recommendations for student discipline as outlined in Item V.d.2.A, *Disciplinary Reassignments*, carried unanimously.

B. Expulsions

Motion was made by Mr. Slayton and seconded by Mr. Adams, to accept the Superintendent's recommendation for student discipline as outlined in Item V.d.2.B, *Expulsions*. Dr. Edler was concerned about student expulsions. She felt it important for the School District to increase the use of early intervention strategies. She commented on the difference between discipline and punishment. Motion carried 4 to 1, with Dr. Edler voting "No."

3. Employee Discipline

~~No items submitted~~

ADD

A. Recommend that employee #0000028429 is suspended without pay beginning Wednesday, December 19, 2018, with suspension without pay to continue until the employee satisfies and successfully completes all terms and conditions of a return-to-work agreement as a result of misconduct more specifically identified in the notice letter to employee.

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

ADD

- 4. Other Items
 - A. Recommend that employee #0000015809 is suspended without pay beginning Wednesday, December 19, 2018, based on conduct as more specifically identified in the notice letter to the employee.
 - B. Recommend that employee #0000014924 is returned to work effective December 5, 2018, as more specifically detailed in the notice letter to the employee.

Motion by Mr. Fetsko, seconded by Mr. Adams, to accept the Superintendent's recommendations as outlined in Item V.d.4.A and Item V.d.4.B, carried unanimously.

e. INTERNAL AUDITING

- 1. Inventory Adjustment Reports thirty-two (32) cost centers

Motion by Mr. Fetsko, seconded by Mr. Slayton, to approve Item V.e.1., *Inventory Adjustment Reports thirty-two (32) cost centers*, carried unanimously.

- 2. Escambia High School Quarterback Club, Inc. – Booster Club Review

Motion by Mr. Adams, seconded by Mr. Fetsko, to approve Item V.e.2., *Escambia High School Quarterback Club, Inc. – Booster Club Review*, carried unanimously.

f. ITEMS FROM GENERAL COUNSEL

-No items submitted

VI. ADJOURNMENT

There being no further business, the Regular Meeting adjourned at 6:37 p.m.

Attest:

Approved:

Superintendent

Chair