



VISION
To be a world-class school system.

THE SCHOOL BOARD OF LEE COUNTY
School Board Briefing Meeting – M I N U T E S (Approval 7/31/07)
Tuesday – June 5, 2007 / 2:30 p.m.

Attendees: Mrs. Jeanne S. Dozier, Board Chairman
Mr. Robert D. Chilmonik, Board Member
Dr. James W. Browder, Secretary & District Superintendent
Mr. Keith Martin, Board Attorney
Mrs. Julie Nieminski, Board Auditor
Dr. Jane E. Kuckel, Board Vice Chair
Mr. Steven K. Teuber, Board Member
Dr. Elinor C. Scricca, Board Member
Mrs. Denise Mangus, Recording Secretary

A. BOARD MEMBERS (*Mr. Chilmonik called the meeting to order at 2:35 p.m.*)

1. Special Areas of Board Involvement/Reports – Mrs. Dozier noted this is a very busy time since last meeting; she congratulated the schools, re graduation ceremonies, on their professionalism and demeanor. Dr. Browder gave a very enlightening update on the education community at State of Our Schools, which was well received (“Mission Incredible”). The Memorial Day editorial by a Pride & Patriotism committee member was noted. Mrs. Dozier noted yesterday’s FSBA conference call on special session; she is cautious about the state monies on what could happen re decision made, as it depends on the ballot language (education being held harmless at this time). The FSBA Executive Committee chose to enter into a lawsuit (Florida Statutes gives the Board the right to reject personnel appointments for cause). In Bay County, the situation was an appointment made by the superintendent and later changed (their Board chose not to allow transfer and used cause); it had been a failing school, and this individual (a former school superintendent) raised scores. The Superintendents Association has joined the side of the superintendent but board attorneys represent school boards; the superintendent noted is an elected one. Dr. Scricca echoed Mrs. Dozier on graduations. Dr. Scricca handwrote notes to principals; she congratulated the students for behaving well and the programs being concise, short, and well received. The retirement dinner was very joyful though not much success in convincing them to stay. The Take Stock in Children event at Outback was great where children received Foundation scholarships. She noted the Leadership Lee County class and that it’s gratifying when community leaders come into schools. The regional DOE legislative meeting yielded much information. Mrs. Dozier and Dr. Scricca will write an invitation letter for Pride & Patriotism to the Governor. Dr. Scricca enjoyed Mr. Cerra’s legislative briefing; she commended Dr. Browder on his State of Schools address. There were hundreds of students at the DARE program (at Harborside), and it’s wonderful to see parent support. Mr. Chilmonik noted the County bicycle path ribbon-cutting (Stringfellow Road); Mrs. Dozier thanked him for attending for her, as she was out of town on business. He commented that this 17-mile path will be beneficial to students in the area of safety. He attended some of the same events as others. He noted the State Attorney General cyber safety workshop; very complimentary remarks were received re good training. Mr. Chilmonik noted that 6 students of 35 surveyed have been approached for sex on-line, and the workshop provided significant information to help protect children from techno monsters, and it’s the hope to get the information out to staff and parents.

2. Review/Discuss School Board Policies / Chapter 1, Governance – Mr. Martin explained that he, Dr. Browder, the Board, and Mrs. Crotty had reviewed the pages, with no additions to changes made. Mrs. Dozier noted the process following with all policies; some districts pay up to \$250,000 for policy manual re-writes, and staff is to be complimented. Dr. Kuckel expressed thanks as well and is comfortable with the changes; she, with having been in district groups handling policies, noted some policies don’t fit or are outgrown due to own uniqueness (generic ones reviewed too). Mr. Chilmonik noted he’s working on some policies and mentioned one on e-mail/behavior in school; he discussed some issues last week with Mr. Martin. Dr. Browder noted those policies will come out in the next chapter but suggestions can be made to Mr. Martin to incorporate. Mr. Martin noted Human Relations would be Chapter 5. It was mentioned that the process is for the Board Chair to work with the Superintendent and Board Attorney and one communication can go out. Mrs. Dozier believes there’s a policy in place for behavior and no tolerance, but the recent situation is a personnel issue. Mr. Chilmonik noted wanting the policy stronger.

B. ACADEMIC SERVICES

1. Rules/School Board Policies

- Rule/Student Code of Conduct 2007-08 (Prek-5) [6/19] – It has few changes and is real straight forward to last year’s. Mr. Shaffer noted a change of the student name at top, with parent signature at the bottom; language

was cleaned up. Mrs. Dozier commented, re both prek-5 and 6-12 (pages 23-27) discipline, conscious effort was made at the Board table to incorporate into the Code of Conduct. Parents receive a copy and every school to follow the same discipline plan without deviating; there must be fairness and consistency (feels latter has been an issue) with all students, and it's not desired to have schools violate policy. Dr. Browder noted this was done to make clear; the levels are clearly laid out on pages 23-25. The Code of Conduct is printed in English, Spanish, and Creole. It was explained, in response to Mr. Chilmonik's question, that information can be released to a company/affiliation with the district; parents can allow this or not. If there's an outside vendor/public records request, the school data entry person puts in the file if a parent/guardian doesn't want contact. Dr. Browder noted others sell information—list of drivers' licenses can be obtained, as an example.

- Rule/Student Code of Conduct 2007-08 (6-12) [6/19] – Mr. Shaffer asked all principals and cabinet. Parent signature on form's military section was pointed out and other changes. Dr. Scricca asked re students being permanently reassigned (page 14); Mr. Shaffer replied this happens if the principal feels learning is negatively impacted (he or Dr. Browder are contacted and there are several steps to go through—him, Mr. Wiseman, appeal process, etc.). There are big changes on page 19 (previously had outline and matrix). Now matrix and definition of code is in one area. The chart better explains the levels of offenses (alpha and state sessor offense codes). There are a series of consequences; even though state didn't pass bullying (#4), DOE added. It was noted to Mr. Chilmonik's question that if there's vandalism/computer(s) broken, District has right to ask restitution (under #35). Dr. Browder noted our Code is good as any put together in the state. Prior consistency problems have been reviewed by Mr. Shaffer, Mr. Wiseman and Dr. Jones. Mr. Wiseman went to schools to view cards for information written on them. Dr. Kuckel complimented the Code's detail/thoroughness, and it will protect administrators when spelled out correctly (not arbitrary). In response to Dr. Scricca, Dr. Browder noted we've collected information statewide for years and we're most comparable; the Code provides the level of detail this Board has demanded re punishment. Mr. Chilmonik noted we're trying to modify behavior and not punish; leadership and training are necessary. Dr. Browder noted a new position inside budget out of title grants—a principal-on-assignment. With new principals and assistant principals in the wave of 20 new schools, discipline, budget, etc. is addressed.
- Rule/Athletic Manual FY08 (new) – Dr. Browder noted in previous years the document wasn't Board approved; this has been developed before by principals and athletic directors re South Florida conference rules. Principals worked through the years for a comprehensive document. Herman Williams continues to review with Mr. Wiseman, and principals approve of it. The manual has the rules and regulations for all coaches to follow; there will be annual review of the document for updates. Understanding of sportsmanship is assured. There are letters contained within the manual to help coaches write to schools. Mrs. Dozier noted questioning Dr. Browder on why he gave her this. A resolution has been passed for good sportsmanship. A good example for the manual is that in some communities, role models and state guidelines not adhered to. This is an opportunity to be proactive; the coaches are to be complimented and the standards expected. Dr. Browder also noted that another example is a high school's responsibility to set football games; situations could arise if not regulations—schools may have driven to Pensacola for a game. Clear criteria is laid out; e.g., how all-stars chosen. It can be adopted and will bring credence. This is a document to be followed and believed in. Dr. Kuckel was surprised this wasn't approved prior, as sporting events can be very emotional; the expectations/consequences will be known. Dr. Scricca applauds the leadership in getting this; many of our students stay in school for athletics. Thanks are given, as the manual will guard and take care of conditions. Per Mr. Chilmonik's inquiry on defining eligibility and where to go within schools, Dr. Browder noted the manual refers to the student assignment plan and is supportive of the latter.
- Policy 4.31/Homeless Students (new) [6/19] – Dr. Browder thanked Mattie Young for her diligence re attendance and getting kids to school. This policy on file identified homeless children educational services' eligibility re federal and state laws. Key provisions are addressed on enrollment, choice of schools, resolution, etc. Dr. Kuckel expressed concern as to #2 of living in motels, FEMA trailers, and trailer parks. Ms. Young noted #2 is federal and state criteria (their definition). Students complete a preliminary project access questionnaire, and a school social worker's assigned (grant funded) who will visit and find out if, in fact, the student's homeless. Some are doubled up and live in these types of situations, not choosing to live in a hotel/motel. Dr. Kuckel has concern with language re adequate; they go through and screen, per Ms. Young, and certain ones then determined homeless. Dr. Browder explained situations are looked at before determinations; he stated some older motels are now homes and that wouldn't necessarily mean a student to be

deemed homeless. There is criteria social workers go through. Dr. Kuckel noted “based on criteria as outlined by.” Dr. Browder noted we will state the statute.

C. HUMAN RESOURCES (none today)

D. ADMINISTRATIVE/SUPPORT SERVICES

1. **Critical Shortage Initiative / Newly Hired Bus Operators** – Dr. Browder noted the amount of money spent has helped retention; he asks for a one-year renewal instead of 6 months (there were no questions or discussion).
2. **Change Order / May 2007** – see information on file with these minutes (no discussion).

E. BUSINESS SERVICES

1. **Update/Administrative Software Project Business Software Solution** – Ms. Shelhorse noted the binder (on file); Dr. Scricca feels it’s very comprehensive in looking at the tabbed material. Mrs. Shelhorse gave an update some months ago; Dr. Scricca asked her if she’s comfortable with process of which Mrs. Shelhorse is and it staying on course. The latter will be back for RFP to change the manager for the project and will be back in July for total project cost, based on work currently under way. Mr. Chilmonik asked if once the system’s turned off, will information be archived. In determining implementation, stakeholders will be asked how many years wanted. Dr. Browder noted we follow state requirements for data retention and that Mrs. Shelhorse and the project management team (that meets) are doing a wonderful job of laying out what we have to do to make it work. This has been a big deal; Dr. Browder continually learns. The system moved from this building to the new with ease (result of crystal planning by all). Dr. Browder will be happy to answer specific questions; just call him.

F. EXECUTIVE SERVICES

1. **Discussion/Consent vs. Superintendent’s Recommendations** – Dr. Browder asked the Board to read the attachment. He has within extraordinary if over \$500K; if three-year deal, the second could be in consent since approved prior. Mrs. Dozier stated all recommendations are the superintendent’s; she noted the ability to pull for discussion. The Board is efficient with meetings, having a good grasp of process followed. Some may look at pulls as negative (general public doesn’t have this understanding). The Board Chair works with rationale and the superintendent re items put in different areas; she and Dr. Browder have had lengthy conversations about this. Dr. Scricca noted each have an opportunity once the agenda’s received in the week prior to ask questions; the Superintendent can be simply called and/or the item pulled ahead of time. Dr. Browder noted in his discussions with the Chair that if she has a question, others may (so he may call all); he tries to anticipate. It is attempted to make the meetings as professional and time efficient. Superintendent may refer to staff member putting an agenda item together. The entire process is to be clean, transparent but have board meetings run efficiently.

Mr. Chilmonik noted what he’s trying to accomplish is a move somewhat away from amount of time spent on recognitions as a business meeting is a business meeting and he wants adequate time. Mrs. Dozier responded that at one time, we wouldn’t have recognitions at Board Meetings but this became cumbersome requiring staff time to plan for an additional meeting so the Board went back. She noted the Board isn’t an average board of directors, as our product is children and not to make money but have successful students become productive citizens. She mentioned previously distributed information on how much time school boards are to spend on recognitions, policy, school work, and going out into the community. She sits on other boards of directors who meet three to four times yearly because the executive director takes care of everything. Just because the School Board oversees/governs the budget and appointments, there’s still the obligation to recognize students and employees—Mrs. Dozier added that’s how we become better, inspiring siblings and others. Mr. Chilmonik noted having a number of meetings on whatever it takes and having separate meetings to give children special feelings; he noted the Board has the business to run a \$1.5 billion budget. Mr. Chilmonik commented he’s looking through some contracts but there are not enough hours in a day for every contract; he feels the whole point he’s making is citizens want clear accountability of how much is spent and putting (time) limits isn’t the answer. Mr. Chilmonik doesn’t have a problem with Dr. Browder’s list; he doesn’t like pulling. He feels if the business meeting is kept clean and they meet/discuss, issues would be solved. Mr. Chilmonik would like certificates of final inspection moved up to superintendent’s recommendations; Dr. Browder noted some grants are brought and it depends on who or with/entitlement or competitive. Dr. Scricca noted that she fails to see the business integrity of a meeting diminished by recognizing students and employees, as those parents can stay or leave; she also noted the opportunity to speak with Dr. Browder about issues prior. Dr. Kuckel noted hearing the question around pulling items; she thinks the public looks to board members to scrutinize. Sometimes things are pulled for a positive note

or clarification. There can be something said about working an issue out first with the superintendent, and she's comfortable with keeping the agendas as they've been. There is a fine line in how the community perceives the Board Members as a board; it's hoped to work together as a team. Maybe recognitions could be started earlier.

Mrs. Dozier noted not meaning to miscommunicate; she's not saying we shouldn't have pulls. When an item is controversial, maybe it is good to think about that particular amount. Mr. Chilmonik noted he feels more could be added to Superintendent's Recommendations as it's good for the community and confidence-building. Dr. Kuckel noted having no calls about transparency and no complaints of anything under consent which they felt should have been under Superintendent's Recommendations; she wants to go with the \$500K criteria. Mrs. Dozier inquired about \$450K grants being on consent; background information and material is received at briefings. Dr. Scricca noted it's a question of judgment and the Board has a superintendent who has given good judgment. As a Board Member, a pull can be made and prefaced with remarks and the reason for pulling. She noted it's a question of trust and Dr. Browder has shown both. Dr. Kuckel noted the nail has been hit on the head re judgment; she sees three-step: \$500K—superintendent still has option to put on Superintendent's Recommendations; 2nd level is with the Board Chair and superintendent; and the 3rd level is the Board Members.

Mr. Chilmonik doesn't agree with the \$500K, feeling the formulas are much different than in 2003 and 2004. Mrs. Dozier noted she was chair in 2003-04 and nothing's changed since then; she goes over the agenda with Dr. Browder. Dr. Browder suggested he and Mr. Chilmonik meet. Dr. Browder noted liking what all have said; he would request that he be allowed to make judgments with the chair but to call him if something's missing. He's looking for a general consensus and is here to serve. It was noted the superintendent can even pull items for discussion. Dr. Kuckel noted longer superintendent's recommendations in the past and meetings going very late. Mr. Chilmonik feels some things need to be discussed in public and it goes to role of school board; he said major spending issues should be under that area. Mrs. Dozier noted respectfully disagreeing and there's a representative way of government that constituents can take them out of office if they disagree; she noted not receiving e-mails versus hundreds in the past (some years back) and the community is savvy enough that if the superintendent is making poor recommendations, they'll let the Board know. The feedback Mrs. Dozier's receiving is that they're on target. She feels there is accountability and the public has access to information (e.g., website). The Board is elected to make decisions.

2. **Graduations 2008** – Dr. Browder noted recent graduations took two weeks; it's a drain in addition to length and amount of money to reserve buildings for this time. He would appreciate comments but has a suggestion that's a little different from the past; Dr. Jones brought the information but cautioned. Dr. Browder has talked with each of the Board Members. Steve Kline of Herff-Jones informed him that Pinellas does six graduations per day. If all done on a Thursday and Friday, finals may be missed. Dr. Browder would suggest graduations on a Saturday and Sunday the weekend after Memorial Day; all would graduate within those two days (last day of school ends that week). Something to consider in the current practice is siblings having finals (needing study on weeknights of graduations). Dr. Browder noted the halls could be rented for Friday/Saturday/Sunday and practices could take place in school auditoriums. The graduation times on Saturday/Sunday could be staggered at 9:00 a.m., 2:00 p.m., and 7:00 p.m. Some schools do different things, with a lot of time taken; he suggests going to a standard program, agenda, and work with principals to design. A standard way to recognize cum laude, scholars club, etc. could be done. As we transition, it's desired to be very clear in organization. Dr. Browder welcomes best thinking; Mrs. Dozier appreciates this as we continue to grow and for efficiency. Charter schools will not be impacted. The impact on special schools, adult education, etc. will be looked at but, before this, Dr. Browder wants best thinking and he wouldn't see issues to getting all on a schedule (Buckingham could be Saturday before or through the week); adult ed could be the following Monday. Mrs. Dozier noted not being in favor of extra days rented for halls as practice can be done at school (e.g., auditorium, gym, football field) as there are lean years ahead.

Dr. Scricca noting have some questions, the first being that graduations for many families are extremely emotional/prideful and would some have to work Saturday/the weekends for economic reasons versus evening hours. The parent population should know what we're spending (\$100,000) and the above proposal would be significantly less. Re her second question, Dr. Scricca inquired about religious implications as several may worship those days. Dr. Browder noted thinking about this but with a year's notice and community understanding, we can have graduations for significantly less than we're spending; it would be a two-day venue and help parents who work weekdays without a demand on those nights. No matter what we do inside system, we'll run up against something but a determination is to be made for the educational system of students and parents on the predominance of thinking. Dr. Kuckel noted great strides have been made; a weekend ceremony

may be good for those relatives out of town. She thinks this may be a great move and thanked Dr. Browder for the standardized notebook re ceremony speeches, and this is a big step in the right direction.

Mrs. Dozier noted a communication piece is a way to actually put in place; parents need to know up front. It's helpful discussing a year in advance, and media can assist in getting the word out. Some miss church for exceptional circumstances; graduations would be one. Other communities dealt with it; they could be asked how they did so in the beginning (Dr. Browder will collect data). Mrs. Dozier noted, at FSBA, the thinking of Dr. Lamb's board could be sought; Dr. Scricca thinks this could be strong support strategy so to not abuse church traditions. Dr. Browder noted we'll have two more IB schools in two years; IB tests don't end until approximately 5/24. If proposed done, it would be 5/31-6/1/08; the following Saturday would be the last day to give state SAT and we'd be inside of that window (some take it then for Bright Futures/scholarships). Students shouldn't have to graduate and take tests the next day. Dr. Browder noted a lottery could be done for the first year's rotation with all principals in a room. Questions won't come until after the first senior meeting in August, and students will go home and say we're graduating on a particular day (and time). There'd be a communication piece and something to mail. Dr. Browder hopes to have in place by mid-August so that's why it's being talked now. Mr. Teuber asked about date/time venue and what schools get venue. Dr. Browder noted it would be in a logical way; some aren't as big as others (e.g., Dunbar High). Whenever Harborside grads are plugged in, they'd go at 9:00 a.m. and then 7:00 p.m. next year. Venue selection could come back to the Board; Mr. Teuber noted some constituents may have issues. Dr. Browder noted if venue is an issue, the drawing could be of who goes first; he feels more will participate in graduations on weekends. Extended families (divorce) may be accommodated at some locations. In response to Mr. Chilmonik's question, the school calendar won't be impacted.

G. PUBLIC COMMENT – none

H. BOARD ATTORNEY / BOARD INTERNAL AUDITOR / SUPERINTENDENT'S COMMENTS – Dr. Browder noted having two things: quality conference last week (end of it); and he's very pleased Orange River recognized and Tropic Isles. We've done a huge amount in four years to be a quality district; there's a tie-in in the next several months—cadre process started yesterday. Drs. Browder and Jones spoke about the main thing this week. He's very proud. Mrs. Nieminski distributed a handout (copy on file); Mr. Teuber requested a workshop to focus on an audit plan or one to two things to add. She has a list of suggested topics after her individual Board Member meetings that are for discussion purposes. An hour for a workshop will probably be needed; calendars will be coordinated. Mrs. Nieminski will be handing out consultant contract information on 6/19/07. Her second item today is the final report on an annual basis (her first put out of such); there's a 70% implementation rate (28 of 40 are already done on recommendations). It's okay to meet with Mrs. Nieminski individually to talk with her. Per Dr. Scricca's question, it was clarified that the workshop would be to formulate next year's audit plan. About 25,000 invoices have been talked about and this is how many more implemented since that time. Of the remaining 12 out of 40, there's partial implementation but the new system upgrade will do some. Meeting adjourned at 4:50 p.m.

/dwm

MINUTES BOOK NO. 44 - FY07

Robert D. Chilmonik, Meeting Chair

ATTEST:

James W. Browder, Ed.D., Secretary and District Superintendent

An audio/visual tape of this meeting has been produced to provide a verbatim record of the proceedings. Members of the public may obtain a copy of the tape of any meeting by making a request for such through the Communications Department and paying the actual cost of copying the tape. Members of the public may view any Board meeting tape at the Communications Department at no cost. Anyone wishing to view a Board meeting tape should contact the Communications Department at 337-8327 to make such a request.