

The mission of the Washington County School District is to empower all students to become well educated, productive citizens by providing appropriate, high quality, and rigorous educational programs in a safe learning environment.

**REGULAR MEETING  
WASHINGTON COUNTY SCHOOL BOARD  
June 12, 2017 - 5:00 P.M.  
Board Room – Administration Building  
Chipley, Florida**

**MINUTES**

The Washington County School Board met in Regular Session at the designated time and place. Chairman Vann Brock, Vice Chairman Susan Roberts, Mr. Terry Ellis, Mr. Milton Brown, Dr. Lou Cleveland, and Superintendent Joseph Taylor were present. Attorney Jeff Goodman was not present.

There was a prayer by Mr. Terry Ellis followed by the Pledge of Allegiance.

**I. CALL TO ORDER/ADOPTION OF THE AGENDA**

Chairman Vann Brock called the meeting to order. The amended agenda was unanimously approved on a motion by Ms. Susan Roberts and seconded by Mr. Milton Brown.

**CHANGES**

**VI. CONSENT ITEMS:**

**23. ADD – Approval of Purchase Order to Edgenuity**

**IX. HUMAN RESOURCES FOR THE DISTRICT:**

**I. Vernon Elementary School:**

**5. ADD - Approval of personnel for the Third Grade Summer Reading Camp, effective June 12, 2017**

**X. INFORMATIONAL ITEMS :**

- Student Enrollment Report
- Universal Free Breakfast at Vernon Elementary School & WISE
- Habitual Truancy Data

**II. DISTRICT/SCHOOL UPDATE: None**

### **III. PRESENTATIONS:**

#### **Recognition of Ms. Yhonsetta Diane Stephenson**

In the unfortunate recent passing of the Culinary Arts Instructor Ms. Stephenson, Assistant Director Bryan Lee and staff honored her work at the Florida Panhandle Technical College and expressed benevolence her family.

#### **AMVETS – Essay Contest**

Madeline Mehaffy was present to be recognized for winning third place statewide in the AMVETS Essay contest. Not present were Ethan Taylor who placed first and Julia Wycuff placed second.

#### **SWAT Update – Ms. Lily Anderson**

SWAT members Lily Anderson and Ashten Thorpe, accompanied by Ms Sharon Hobbs gave an update on their activities. The team made a presentation on their campaign at the SWAT statewide meeting. Lily Anderson was elected to the Youth Advocacy Board. Ms. Hobbs said representative officials from FDOE were present and was impressed with their works being recognized at a national level. Ashten Thorpe is invited back to Washington D.C for the National Summit on Youth Activism to be held in July. He announced that they will be hosting an Open House with dinner at the Vance Theater to honor their business partners on June 15. Other counties are requesting partnership with their campaigns.

#### **CHS Economic Class – Ms. Chelsea Carter Recognition**

Ms. Carter said their class had three groups to place in the top three in the Stock Market Challenge. She recognized Dillon Williams in the group who placed first and Mackenzie Thompson in the group who placed third.

#### **Chipley High School Girls Softball Recognition**

The softball coach Sacher Dixon recognized and congratulated the team for winning the District Championship.

#### **SCHOLARSHIP PROCLAMATION for Jeremy Thomason - Vernon High School**

1<sup>st</sup> Sgt. Timothy Pickens recognized Jeremy Thomason for being awarded a scholarship through the JROTC program.

#### **Ms. Jan Johnson Recognition**

Ms. Pat Collins, Director of Administrative Services, recognized Ms. Johnson for her work as principal retiring from the Okeechobee Youth Development Center in Okeechobee.

**IV. CITIZENS REQUEST:**

**The Washington County School Board welcomes you to this meeting. This is time set aside for individuals to address the School Board. This is not a question and answer period, it is not a political forum, nor is it a time for personal accusations and derogatory remarks to/ or about school personnel. If you would like to address the School Board please come to the podium, state your name and address for the record and limit your comments to not more than five (5) minutes. Your participation is welcomed and appreciated.**

Debra McGhee, P. O. Box 1115, Chipley, FL, came forward to address her concerns about her grandson regarding issues with getting proper assistance.

Juanita Finney, P. O. Box 673, Chipley, FL, also came forward with the same concerns.

**V. FACILITIES: None**

**VI. CONSENT ITEMS:**

1. Approval to pay monthly bills; Approval of the Financial Report and Budget Amendments
2. Approval of minutes for Regular Board Meeting on May 8, 2017
3. Approval of minutes for Student Hearing on May 8, 2017
4. Approval of minutes for Special Board Meeting on May 26, 2017
5. Approval to use the 2016-2017 Salary Schedule
6. Approval to use committed funds
7. Approval to pay 2017-2018 Florida Association of District School Superintendents Membership Dues
8. Approval of out-of-state for Chipley High School Jennifer Sapp travel to Scottsdale, Arizona for Journalism workshop on July 16-19, 2017
9. Approval of revision of Memorandum of Understanding (MOU) between Washington County School Board and Washington County Board of County Commissioners
10. Approval of purchase order to Centurylink
11. Approval of revision to School Board Policy and Procedure 2.95\* Wellness Program
12. Approval of revisions to Student Code of Conduct
13. Approval to bid for petroleum products
14. Approval of out-of-state travel for FPTC Tanya Taylor and student to Kentucky for Skills USA competition on June 18-24, 2017
15. Approval of contract with FSU
16. Approval of purchase order to Chipola, Dual Enrollment
17. Approval of purchase order to Renaissance Learning
18. Approval of contract with PAEC – Skyward Inc. Financial Software
19. Approval of an extension of GCA Services Group custodial services
20. Approval of 2017-2018 renewal contract with Chartwells
21. Approval of purchase order to Curriculum Associates
22. Approval of stadium lighting project for Chipley High School and Vernon High School

23. Approval of Purchase Order to Edgenuity  
**As per the Public Hearing, with an add on to the Attendance Policy on Consent Item #12, Chairman Vann Brock asked that the consent items be accepted as a whole. Mr. Taylor, Superintendent, recommended as presented with the change; on a motion by Dr. Lou Cleveland and a second by Ms. Susan Roberts, consent items were unanimously adopted by the Board.**

**VII. OTHER ACTION ITEMS: None**

**VIII. PANHANDLE AREA EDUCATIONAL CONSORTIUM RECOMMENDATIONS:**

**A. OUT-OF-STATE TRAVEL**

1. Anthony Cooley – San Antonio, TX; International Society of Technology in Education (ISTE) Conference; June 23-29, 2017
2. Larche Hardy and Judy Hall – Salt Lake City, UT; National Institute of Governmental Procurement (NIGP) Conference; August 26-29, 2017
3. Larche Hardy and Judy Hall – Denver, CO; Association of School Business Officials (ASBO) Conference; September 22-25, 2017

**B. PROJECTS/CONTRACTS/AGREEMENTS/PROPOSALS/BIDS**

1. Projects
  - a. Submit Regional Consortium grant application
2. Program / Budget Amendments
  - a. Title I Part C, Education of Migratory Children (budget)
3. Bids
  - a. Results of RFP #17-11 for Bleachers
4. Proposals/Plans
  - a. Summer 4 day work week
  - b. PAEC Master Inservice Plan, 2017
  - c. Property Casualty Renewal
  - d. Student Accident Renewal
  - e. Consulting Services to be paid from RM/PC Surplus
  - f. ImPACT Testing for Athletes to be paid from RM/PC Surplus
  - g. Purchases up to \$100,000 to be paid from RM/PC Surplus
  - h. Student Catastrophic Insurance to be paid from RM/PC Surplus
5. Contracts/Agreements
  - a. Gadsden County School District (2)
  - b. Okaloosa County School District
  - c. District participation in ERP Software Solution
  - d. District Participation in ESE Services 2017-18
  - e. Resolution for Participation in PAEC Risk Management 2017-18
  - f. Resolution for District Participation in Professional Development Center 2017-18
  - g. Florida Virtual School Resolution/Contract for PDC 2017-18
  - h. University of Central Florida

- i. DES of Florida, LLC (2)
- j. AG&B Safety Inspectors
- k. Arthur J. Gallagher Risk Management Services, Inc.
- l. Ausley & McMullen, P.A.
- m. Coppins, Monroe, P.A.
- n. Johns Eastern Company, Inc.
- o. McConnaughay, Coonrod, Pope, Weaver, Stern, P.A.
- p. Merlinos and Associates, Inc.
- q. Messer, Caparello, P.A. (2)
- r. Rumberger, Kirk, & Caldwell, P.A.
- s. TSA Consulting
- t. Resolutions in Special Education, Inc. (RISE)/Julie Weatherly
- u. Samantha Wheatley
- v. Rusty Holmes
- w. A3 Communications Affiliation Agreement

**C. HUMAN RESOURCES/PERSONNEL**

- 1. OPS Migrant Summer School Personnel – Retroactive effective date
- 2. OPS Migrant Summer School Personnel
- 3. Retirement of Mary Jean Ziemba, effective July 31, 2017
- 4. Creation of job description for Consultant I – Instructional Services – Technology Specialist

**Chairman Vann Brock asked that the PAEC packet be accepted as a whole. Mr. Taylor, Superintendent, recommended as presented; on a motion by Mr. Terry Ellis and a second Mr. Milton Brown, the packet was unanimously adopted by the Board.**

**IX. HUMAN RESOURCES FOR THE DISTRICT:**

**A. District:**

- 1. Approval of ESY personnel
- 2. Approval of level change for John Reynolds, senior level network technician, District Data Center
- 3. Approval of summer days for Sam Cox, teacher on special assignment, WISE
- 4. Approval of summer days for Brenda Basnaw, teacher on special assignment, Vernon Middle School

**Mr. Taylor, Superintendent, recommended as presented; on a motion by Mr. Terry Ellis and a second by Dr. Lou Cleveland, items were unanimously adopted by the Board.**

- 5. Approval of retirement of Dee Brock, academic analyst, effective June 30, 2017

**Chairman Vann Brock abstained from voting and passed the gavel to Vice Chairman Susan Roberts. Mr. Taylor, Superintendent, recommended as presented; on a motion by Dr. Lou Cleveland and a second by Mr. Terry Ellis, item was unanimously adopted by the Board.**

**B. Chipley High School:**

- 1. Approval of additional summer hours for Andy Compton, drivers education

2. Approval of additional summer hours for Jesse Carter, teacher
3. Approval of additional summer hours for Tommy Kindig, substitute teacher
4. Approval of additional summer hours for Carrie Bennett, substitute teacher

**Mr. Taylor, Superintendent, recommended as presented; on a motion by Ms. Susan Roberts and a second by Mr. Milton Brown, items were unanimously adopted by the Board.**

**C. Florida Panhandle Technical College:**

1. Approval of summer personnel 2017
2. Approval of resignation of Ashley Poole, cosmetology instructor, effective May 31, 2017

**Mr. Taylor, Superintendent, recommended as presented; on a motion by Mr. Terry Ellis and a second by Mr. Milton Brown items were unanimously adopted by the Board.**

**D. Kate M. Smith Elementary School:**

1. Approval of Instructional personnel recommendation for 2017-2018 school year
2. Approval of employment recommendation of Allison Pettis, secretary/bookkeeper, effective retroactive May 9, 2017
3. Approval of employment recommendation of Theresa Anderson, school secretary, effective retroactive May 24, 2017
4. Approval of transfer of Linda Mincey, teacher, from Vernon Elementary School, effective July 1, 2017

**Mr. Taylor, Superintendent, recommended as presented; on a motion by Mr. Milton Brown and a second by Dr. Lou Cleveland, items were unanimously adopted by the Board.**

**E. Maintenance: None**

**F. Okeechobee Youth Development Center:**

1. Approval of Instructional personnel recommendations for 2017-2018 school year
2. Approval of Non-Instructional personnel recommendation for 2017-2018 school year
3. Approval of supplement for April Brazil, paraprofessional, for 2017-2018 school year
4. Approval of employment recommendation of Delphine Griggs, OPS, for 2017-2018 school year

**Mr. Taylor, Superintendent, recommended as presented; on a motion by Mr. Terry Ellis and a second by Ms. Susan Roberts, items were unanimously adopted by the Board.**

**G. Roulhac Middle School:**

1. Approval of resignation of Kimberly S. Smelcer, teacher, effective May 31, 2017
2. Approval of resignation of Jonathan Booth, teacher, effective May 31, 2017

**Mr. Taylor, Superintendent, recommended as presented; on a motion by Ms. Susan Roberts and a second by Mr. Milton Brown, items were unanimously adopted by the Board.**

**H. Transportation:**

1. Approval of summer employment recommendations

**Mr. Taylor, Superintendent, recommended as presented; on a motion by Dr. Lou Cleveland and a second by Mr. Terry Ellis, item was unanimously adopted by the Board.**

**I. Vernon Elementary School:**

1. Approval of resignation of Richelle Newell, teacher, effective June 30, 2017
2. Approval of resignation of Angela Robarge, teacher, effective June 30, 2017
3. Approval of resignation of Nicholas Winslow, teacher, effective June 30, 2017
4. Approval of retirement of Elouise Smith, paraprofessional, effective June 30, 2017
5. Approval of personnel for the Third Grade Summer Reading Camp, effective June 12, 2017

**Mr. Taylor, Superintendent, recommended as presented; on a motion by Mr. Milton Brown and a second by Dr. Lou Cleveland, items were unanimously adopted by the Board.**

**J. Vernon High School:**

1. Approval of Instructional recommendation personnel for 2017/2018 school year
2. Approval of additional summer hours for Thomas Register, drivers education
3. Approval of additional summer hours for Niki Seley, Anna Beth Rackley, and Melba Marcus, teachers
4. Approval of resignation of Lisa Taylor, guidance counselor, effective June 16, 2017

**Mr. Taylor, Superintendent, recommended as presented; on a motion by Ms. Susan Roberts and a second by Mr. Terry Ellis, items were unanimously adopted by the Board.**

**K. Vernon Middle School: None**

**L. Washington Institute for Specialized Education (WISE): None**

**X. INFORMATIONAL ITEMS :**

Student Enrollment Report

Universal Free Breakfast at Vernon Elementary School & WISE

Habitual Truancy Data

*See Supplement book for documentation.*

**XI. TIME RESERVED/SUPERINTENDENT:**

The end of the year Special Board Meeting set for June 29, 2017 at 4:00 p.m.

Budget Workshop set for July 10, 2017 at 3:30 p.m.

Tentative Schedule for Three Special Board Meetings:

- Board Meeting to approve the tentative millage and budget for advertising  
Monday, July 24, 2017 at 5:00 p.m.

- Budget Hearing to adopt the tentative millage and budget for fiscal year 2017-2018  
Tentatively Monday, July 31, 2017 at 5:05 p.m.
- Budget Hearing to adopt the final millage and budget for fiscal year 2017-2018  
Monday, September 11, 2017 at 5:05 p.m.

Superintendent Taylor briefly updated the Board about the Old KMS, a pre-demolition meeting is scheduled for tomorrow and the contract is in place for the attorney to review.

**XII. TIME RESERVED/BOARD MEMBERS: None**

**XIII. ADJOURN:** With no further business to discuss, the meeting was adjourned.

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**VANN BROCK, CHAIRMAN  
SUSAN ROBERTS, VICE-CHAIRMAN  
TERRY ELLIS  
MILTON BROWN  
DR. LOU CLEVELAND**

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**JOSEPH TAYLOR, SUPERINTENDENT/SECRETARY**

**“Quality Education Today for a Better Tomorrow”**