



E-AGENDA MANAGER

# Duval County Public Schools

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December 8, 2015, Board Workshop

Ms. Ashley Smith Juarez, Chairman  
Ms. Paula D. Wright, Vice-Chairman  
Ms. Becki Couch  
Mr. Jason Fischer  
Ms. Cheryl Grymes,  
Dr. Constance S. Hall  
Mr. Scott Shine  
Dr. Nikolai Vitti, Superintendent

ATTENDANCE AT THIS MEETING OF THE DUVAL COUNTY SCHOOL BOARD: All Board Members were present. Dr. Nikolai Vitti, Superintendent, and Ms. Karen Chastain, Chief of Legal Services, were present.

Call Meeting To Order

[CALL MEETING TO ORDER](#)

Minutes: The meeting was called to order at 9:03 a.m.

Public Comment

Items To Be Discussed

[GOVERNANCE](#)

Minutes:

Oversight Calendar – Chairman Smith Juarez provided copies of the Annual Calendar and Oversight Calendar to the Board Members. She stated the calendars are also available month by month if needed.

Grievance Committee and Student Expulsion Hearings- Chairman Smith Juarez proposed scheduling the Grievance Committee Meetings and the Student Expulsion Hearings the second Wednesday of each month. The Grievance Committee Meetings would be scheduled from 9-12 a.m. The Board would break for lunch from 12-1 p.m. and then proceed to the Student Expulsion Hearings from 1-3 p.m. if needed.

The Annual Calendar includes a rotation for the Student Expulsion Hearings. All Board Members are welcome to attend but four Board Members are scheduled to attend each meeting. If any of the four Board Members cannot attend they may contact one of the Administrative Assistants or another Board Member to make arrangements for a replacement. Board Member Couch requested an Outlook invite be sent out to the Board Members that are scheduled for each meeting.

Board Committee Schedule – Chairman Smith Juarez indicated she did her best to honor at least one of each Board Member's request to serve on a specific committee. The Board agreed to have Vice-Chairman Wright serve as the National School Boards Advocacy Office Liaison in place of Board Member Grymes since Vice-Chairman Wright is serving as the Liaison for the Board of Directors.

Karen Chastain, Chief of Legal Services, suggested adding Chairman Ashley Smith Juarez's name to the schedule for the Grievance Committee Meetings since she is an ex-officio member of the Committee.

Board Member Couch indicated the two Committee assignments for the Florida School Board Association are switched. Vice-Chairman Wright should be listed as the liaison for the Board of Directors and Becki Couch should be listed as the legislative person. Board Member Grymes asked that if the Chairman could not attend the Chamber's Work Force Committee Meetings to let other Board Members know so that they can attend.

Policy Handbook Review- Chairman Smith Juarez indicated that Board Policy requires the Board to review Board Policy every two years bimonthly. Board Member Shine suggested that when the new policy is proposed we have a workshop to discuss it as a whole, not a committee. Chairman Smith Juarez indicated the topic could be added to a Board Workshop before a vote is taken to adopt a new Board Policy. The Board decided to have the Policy Handbook Review Committee rotate the members. The rotation will be added to the calendar.

Special Board Meeting-Chairman Smith Juarez indicated we will have a Special Board Meeting to consider the approval of The Ballard Partners Contract. She proposed having the meeting on December 15, 2015, at 8:45 a.m. Dr. Vitti, Superintendent, stated the contract would be effective until the end of June if approved. Board Member Couch would like to outline what the position would entail. She suggested a Board Member participate in the selection of a firm in the future. Vice-Chairman Wright indicated we need to make sure this company is the right one. She asked if we would be given different lobbyists or one lobbyist to work with.

Dr. Vitti, Superintendent, indicated that we will have one contact. If the Board is comfortable with the firm after the first year we can look at

having one lobbyist to represent the district. Board Member Couch asked what kind of access will we have to this person and what other entities will they represent. The Superintendent indicated that if the Board is comfortable with the firm we can create a position that would be just for us and our issues in the future. Board Member Couch stated she would like for this position to be created. The Board agreed to begin the process.

Graduation Ceremonies – Chairman Smith Juarez suggested we invite our legislators to Graduation Ceremonies and have them seated on the stage. She also suggested legislators be invited to the EDDY Awards. Board Member Hall suggested the Board invite City Council Members to attend also. Chairman Smith Juarez stated the Board Office would send out invitations and our liaison could follow-up to make sure they were received. Board Member Couch suggested we send out the invites by geographic area.

Travel - Board Member Shine would like to add the cost of travel to the agenda item. Board Member Couch asked how specific we need to be. Board Member Shine indicated that we need to have some disclosure. Board Member Couch stated when the Board Members travel is paid for by an organization it should be indicated in the item. Chairman Smith Juarez stated we would need to look at a Board Policy change to add additional information concerning travel to the agenda. She suggested we work on including the hotel and registration in the agenda item at a minimum. Board Member Grymes stated the travel is only of value if the Board Member shares the information. We need to make the time for this information to be given at meetings. Board Member Couch indicated this is the same with any committee we serve on. This issue will be brought back.

Board Self- Evaluation - Board Member Shine asked if we are planning on having a Board Self-Evaluation. Chairman Smith Juarez stated this should be done annually. We do not have a tool that has been adopted at this time but it will be done.

Board Member Request - Board Member Shine voiced his concern involving a request he made to Lisa Loehnert, Administrative Assistant. He requested she contact the Office of Civil Rights (OCR) for information pertaining to a federal investigation. This was not done because it was overridden by Michelle Begley, Internal Board Auditor. He asked for an update today and was told that his request would take Board action to request this information. He received no follow-up to his request.

Chairman Smith Juarez stated Sonita Young, Assistant Superintendent, Human Resources is following up with the Council of Great City Schools to assess Board Office and staffing. Her plan was to revisit the conversation and bring it back to the Board once the assessment of the office has been done. Part of this discussion is the Board agrees to use the staff. The Board Office acts on behalf of the Board as a whole and individually for Board Member request. Board Member Grymes indicated she felt Board Members should be able to request anything information they wanted.

Michelle Begley, Internal Board Auditor, stated she did not override Board Member Shines request. Lisa Loehnert, Administrative Assistant asked her for direction because she was uncomfortable with the request since the

media was copied.

Vice-Chairman Wright asked why we are copying the press on our request for information. Board Member Shine indicated that he copied the press because he believes in transparency.

Chairman Smith Juarez indicated it would have been helpful to copy the Board if the information is pertinent or at least the Chairman in the future. She stated we operate as a collective Board and we need to be informed with media engagement. Chairman Smith Juarez was contacted by Michelle Begley about the request. She asked to have Board Member Shine contact her and Michelle Begley, Internal Board Auditor, would research how to make the request.

Karen Chastain was asked by Chairman Smith Juarez to speak to Board Member Shine's concern when copying Board Members on e-mails. She indicated that Board Members should use caution with one-way delivery of messages even though it is permissible. Board Members should not reply to everyone on issues that will be coming before the Board.

## WELLNESS PLAN

Minutes:

The Superintendent presented a PowerPoint on the plan. The PowerPoint is attached to the minutes.

- Strengths
  - Each department has a work-site ambassador to share information.
  - Expansion of intramural sports for employees.
  - Expansion of flu shot screenings for diabetic students.
  - Working more with individual feeder patterns so they can think more about a culture of wellness at their school.
  - A Physical Education teacher at all of the elementary schools.
  - District-wide curriculum guide.
  - One of the few districts in the state that offers a stand alone Health Education class at the middle and high schools.

Board Member Jason Fischer arrived at 10:46 a.m.

- Weakness
  - Marketing and Communication.
  - Larger Physical Education classes.
  - A need to look at providing a stipend for the Wellness Ambassadors who are volunteers.
  - Lack of an incentivized Wellness Plan link to wellness – not much accountability.

- o Student to nurse ratio.
- o We have to provide more training for health needs since all schools do not have nurses.

The Superintendent indicated that most parents, especially those in K-3, would like to have more physical activity at school. He has told the schools that if they feel more activity is needed they can have more. With the new standards everyone is trying to maximize instruction time, this is the issue.

Vice-Chairman Wright inquired about activities that are provided by the Women's Health Center related to health. Dana Kriznar, Assistant Superintendent, Strategic Planning, indicated that she will have to check on this.

Board Member Couch asked if the district considered a student for the Wellness Ambassador. Dana Kriznar, Assistant Superintendent, Strategic Planning, stated students should be part of the Wellness Committee now. Board Member Couch asked about schools with full-time nurses.

Dr. Vitti, Superintendent, indicated that he created a hub for nurses. We requested parents transfer diabetic students to schools with a nurse but we cannot make the parent transfer so we have hired more nurses. Dana Kriznar, Assistant Superintendent, Strategic Planning, indicated that state statute requires us to have medical support at each school. The problem is they have to be trained by a registered nurse. We are having trouble getting volunteers to provide training. Board Member Couch asked if we have considered having the Wellness Committee reach out to legislators for help. Dana Kriznar, Assistant Superintendent, Strategic Planning, indicated that legislators were contacted with little response.

Board Member Grymes asked if students can carry an inhaler for asthma. Dana Kriznar indicated that if the student brings a doctor's note they can.

Board Member Couch indicated that she would like to know a point person for each school and what training they received.

#### [BOUNDARY CHANGE UPDATE](#)

Minutes:

The Superintendent provided the Board with a summary of the working groups recommendations. These recommendations do not cover all of the working groups since some are not finished meeting. The PowerPoint concerning the recommendations is attached to the minutes. Discussion included the following:

Vice-Chairman Wright indicated that she did not feel these proposals could be voted on without knowing what all the working groups are proposing. Board Member Grymes stated recommendations made from one working group should not affect another working group or be part of the published recommendations.

Board Member Hall asked for the following information: Impact on enrollment, utilization, cost, transportation, staff, impact on resources, how will programs be implemented, etc. Chairman Smith Juarez indicated that this information should be available at the workshop on December 15, 2015. The Superintendent stated the information will be sent to the Board on each proposal.

Board Member Hall also requested the make-up of the working groups at Hyde Grove and Hyde Park Elementary. What happens with the siblings of these students? Dr. Vitti, Superintendent, indicated that he will place siblings together if the parent wishes. Board Member Hall asked if transportation would be provided for these students and what is the projected cost of transportation. The Superintendent stated transportation would be provided and the cost for Hyde Grove and Hyde Park Elementary would be about \$70,000.

Vice - Chairman Wright inquired as to how the boundary change will help with utilization and accountability. The Superintendent indicated that we are not dealing with utilization, we are stronger with KG-2 and 3-5. This allows principals to focus on KG-2 and 3-5.

Board Member Couch would like to request the same information for Oak Hill as Hyde Park and Hyde Grove. We need to have access for all of these parents to come to the meetings. What are the resources going to be like at Oak Hill Elementary so we can get them out of this pattern of failure. The Superintendent stated there is nothing on these recommendations that the state is forcing us to do. We are trying to be proactive.

Chairman Smith Juarez asked about engaging the Jacksonville Children's Commission to see what after school programs have been successful. The Superintendent indicated that Dana Kriznar, Assistant Superintendent, Strategic Planning, will be looking into schools that are in need of an after school program. He also indicated that the Jacksonville Children's Commission is looking for members to join the Board.

Board Member Couch asked about uniforms at Ed White High School. Also will the programs change, what will happen with the Bridge and cost of transportation? Dr. Vitti, Superintendent, stated students that are opting into the program next year will be wearing uniforms. The programs will remain the same. He does not know if there will be any changes in The Bridge program at this time. The cost of transportation district-wide would be about \$500,000.

Board Member Grymes left the meeting at 1:55 p.m. and did not return.

## [ACCREDITATION UPDATE](#)

Minutes:

Dr. Vitti, Superintendent, provided the Board with an Accreditation update and what plans are moving forward. Dana Kriznar, Assistant Superintendent, Strategic Planning, is leading the work on the follow-up for the Accreditation and the up-coming Accreditation review. Discussion included the followed:

Board Member Hall asked about the following recommendations: Are we maintaining, enhancing or improving in any of these areas? The Superintendent, stated he has not addressed this formally in this presentation. Chairman Smith Juarez requested the Superintendent send this information as a follow-up to the Board.

Board Member Shine left the meeting at 2:11 p.m. and did not return.

Vice-Chairman Wright asked how the district will demonstrate that we have adjusted to the priorities. How are we going to show new initiatives have been created versus previous ones? Dr. Vitti, Superintendent, indicated that the initiatives are aligned to things that were already happening. This report is due in April.

Vice-Chairman Wright requested the number of Assistant Principals that have been moved around. The Superintendent will provide this information to the Board.

#### Other Topics

Board Member Couch discussed Andrew Post's previous position as Assistant Superintendent, Accountability and Assessment, which has been filled. She stated he is still on contract with the district. The Superintendent stated he did not feel we had anyone to do the job at the level needed. At the end of this year we should be in a position to not rely on a contract with Andrew Post. Board Member Couch stated moving forward she would not feel comfortable doing this. The Superintendent stated "All of your points are well taken".

Vice-Chairman Wright indicated that she did not remember the Superintendent letting the Board know the district would be contracting with Andrew Post since he now works for Catapult Learning in Orlando. Dr. Vitti, Superintendent, stated he did not remember if he told the Board.

Board Member Couch stated we need to discuss the curriculum because she does receive a lot of phone calls. Chairman Smith Juarez said we did talk about engaging a third party. We will work to get this on the calendar.

Vice-Chairman Wright suggested we move ahead with Professional Development as long as the majority of the Board can attend. Chairman Smith Juarez indicated that she has a list of topics the Center for Reform of School Systems (CRSS) offers and she will get with Board Member Couch since she is the liaison. We can also look at other opportunities for co-learning with other Boards.

Adjournment

ADJOURNMENT

Minutes:

The meeting was adjourned at 2:33 p.m.

CSM

We Agree on this

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Superintendent

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Chairman