



E-AGENDA MANAGER

Duval County Public Schools

July 19, 2017, Policy Handbook Review Subcommittee Meeting

Ms. Paula D. Wright, Chairman
Ms. Ashley Smith Juarez, Vice-Chairman
Ms. Becki Couch
Ms. Cheryl Grymes
Ms. Lori Hershey
Mr. Warren A. Jones
Mr. Scott Shine
Dr. Patricia S. Willis, Superintendent

ATTENDANCE AT THIS MEETING OF THE DUVAL COUNTY SCHOOL BOARD: The following Committee Members were in attendance: Chairman Paula Wright, Vice-Chairman Ashley Smith Juarez and Board Members Scott Shine and Warren Jones. Ms. Karen Chastain, Office of General Counsel, was also present.

Call Meeting To Order

[CALL MEETING TO ORDER](#)

Minutes: The meeting was called to order at 12:21 p.m.

Items To Be Discussed

[CHAPTER 8](#)

Attachment: [8.58 OPS Revisions.pdf](#)
Attachment: [8.38 OPS Revisions.pdf](#)
Attachment: [8.50 OPS Revisions.pdf](#)
Attachment: [8.40 OPS Revisions.pdf](#)
Attachment: [8.80 OPS Revisions.pdf](#)
Attachment: [8.37 OPS Revisions.pdf](#)
Attachment: [8.54 OPS Revisions.pdf](#)
Attachment: [8.56 OPS Revisions.pdf](#)

Attachment: [8.52 OPS Revisions.pdf](#)

Attachment: [Policy 8 45 Wellness Policy v3 June 6 2017 redline.pdf](#)

Minutes:

The Committee agreed to all of the attached changes with the following modifications:

Policy 8.25 - Plug-In Electric Vehicle - The Committee reviewed Policy 8.25 and agreed to the attached change. No vote is needed for this grammatical change to be made.

Policy 8.37 - Seat Belts in Vehicles - The Committee reviewed Policy 8.37 and agreed to the attached changes. The changes will be brought before the Board for approval at the September 11, 2017, Regular Board Meeting.

Policy 8.38 - Automotive Equipment Use and Maintenance - The following modifications to the attachment are listed below:

- Section II B - Failure of the operator to notify ~~the transportation supervisor~~ Management as to any mechanical defect of any piece of automotive equipment may be cause for disciplinary action by the School Board. The changes cited above will be brought before the Board for approval at the September 11, 2017, Regular Board Meeting.

Policy 8.40 - Use of School Buses or Other Common Carrier for Extracurricular and Field Trips - The following modifications to the attachment are listed below:

- Section II - Each common carrier shall be approved through the ~~District Risk Management~~ District Transportation office, and carry the ~~required insurance for the protection of students.~~ The District Risk Management office shall establish, review and approve the required insurance for the protection of students. The changes cited above will be brought before the Board for approval at the September 11, 2017, Regular Board Meeting.

Policy 8.50 - Facilities Planning - Andy Eckert, Executive Director, Design and Construction Services reviewed the recommended changes with the Committee. This policy was rearranged for the most part. The Master Plan has not been updated since 2007. The District did not take in account School Choice where students may not be going to their neighborhood schools. The Committee agreed to the attached changes with the following modification:

Board Member Shine left the meeting at 12:45 p.m.

- Section III C - Add "Pursuant to Florida State Statute" after "The Superintendent will submit the draft District Educational Facilities

Plan". These changes will be brought before the Board for approval at the September 11, 2017, Regular Board Meeting.

Board Member Shine returned to the meeting at 12:52 p.m.

Policy 8.52 - Educational Specifications - The Education specifications were added. The Committee agreed to the attached changes. This change will be brought before the Board for approval at the September 11, 2017, Regular Board Meeting.

Policy 8.54 - Construction, Renovation, or Remodeling of Facilities - The following modifications to the attachment are listed below:

- Section I - Add "Pursuant to Florida State Statute" at the end of the last sentence. The changes cited above will be brought before the Board for approval at the September 11, 2017, Regular Board Meeting.

Policy 8.56 - Change Orders - The Committee recommended keeping this policy instead of deleting the policy as proposed.

Policy 8.58 - Improvements to School Plants and Grounds - The following modifications to the attachment are listed below:

- Section I - Any group which desires to improve the school site, to add, remodel or renovate facilities, or to purchase or install equipment requiring additional or modified utility connections, such as water, sewer, or electric, shall submit a written proposal via the appropriate ~~Cluster Chief to the~~ Superintendent Assistant ~~Superintendent of Operations Chief Operations Officer~~ for approval.

Policy 8.70 - Information Technology - The Committee reviewed Policy 8.70 and agreed to the attached changes.

Policy 8.71 - Acceptable Use Policy (AUP) - Jim Culbert, Executive Director of Technology reviewed Policy 8.71 with the Committee. Recommended changes were grammatical. The Committee agreed to bring this policy back for further review.

Policy 8.74 - District Control of Data Processing Resources - The Committee agreed to the attached changes. This change will be brought before the Board for approval at the September 11, 2017, Regular Board Meeting.

Policy 8.75 - Assignment of Portable Electronic Equipment - The Committee agreed to the attached changes. This change will be brought before the Board for approval at the September 11, 2017, Regular Board Meeting.

Policy 8.80 - Records Retention and Disposal - This policy was deferred for further review.

Policy 8.45 - Wellness Policy - This policy was not reviewed at this meeting since all changes were approved at the June 6, 2017, Regular Board Meeting.

CHAPTER 6

Attachment: [Policy 6 90 ER review document.pdf](#)

Minutes:

Policy 6.90 - Compensation - Karen Chastain, Office of General Counsel and Dana Kriznar, Chief of Staff, reviewed Policy 6.90 with the Committee. The Committee discussed sun setting the Emergency Rules. There was no consensus concerning sun setting the Emergency Rules. The policy will be brought back for further review.

CHAPTER 7

Attachment: [7 41 ER April 21 2017 review document.pdf](#)

Attachment: [7 78 ER April 21 2017 review document.pdf](#)

Minutes:

Policy 7.41 - Authority To Sign Contracts, Agreements And Memoranda Of Understanding - Policy 7.41 will be brought back for further review.

Policy 7.78 - Selecting Professional Services - The proposed change would change the contract approval by the Board from \$75,000 to \$50,000. Vice-Chairman Smith Juarez would like to have a plan with controls. The consensus of the Committee is to have Policy 7.78 revert back to \$75,000 and give notice to the contractors. The Committee will bring Policy 7.78 back. Andy Eckert will create memos for contract approvals to go through Don Nelson, Assistant Superintendent, Operations, Patricia S. Willis, Superintendent, to the Chairman for signature. There have not been any delays in having the contracts signed with this process. There are only three contracts that have been affected so far. Vice-Chairman Smith Juarez requested that the Chairman or Vice-Chairman be able to sign the memos related to the contracts.

HB 989 REVIEW OF CURRICULUM MATERIALS

Minutes:

Dana Kriznar, Chief of Staff, and Karen Chastain, Office of General Counsel, discussed House Bill 989 with the Committee.

- Proposed revisions to Chapter 4 concerning the adoption of instructional materials will be discussed at a future Committee

Meeting, since a change in curriculum materials has been mandated by legislation.

- Any resident of the State can now challenge the curriculum.
- Guidance will be needed from DOE.
- House Bill 989 will affect Board Policy Chapter 4.20, 4.30 and possibly 4.24.

Board Member Shine discussed the process for Public Hearings. Currently, the Board takes a motion and second and then open the Public Hearing. He suggested the Public Hearing occur before the motion and the second is taken. The consensus of the Committee was to make this change in the script for future Public Hearings.

[HB 436 RELIGIOUS EXPRESSION IN PUBLIC SCHOOLS](#)

Minutes:

Dana Kriznar, Chief of Staff, explained the new legislation. SB 436 - Religious Expression in Public Schools states a school districts shall adopt a policy creating limited public forum for student speakers at school events where students speak publicly and cannot discriminate against voluntary religious expression by a student on an otherwise permissible subject. We will be receiving a model policy from the State.

Karen Chastain, Office of General Counsel, indicated once the Department Of Education (DOE) adopts a model policy, the District will adopt DOE's model policy.

[HB 7069](#)

Minutes:

The Committee directed Dana Kriznar and Karen Chastain to review HB 7069. There are a lot of policy implications in this bill.

Vice-Chairman Smith Juarez requested they provide what they currently know even without direction from DOE.

[STUDENT ACCEPTANCE OF MAGNET SLOTS](#)

Minutes:

Dana Kriznar discussed the process for magnet notification. A constituent wrote in to suggest that with long wait list, there should be a way to confirm everyone who has been accepted will be attending.

Board Member Smith Juarez asked how long it takes before attendance is stabilized? She feels making a change will cause more objections.

Sharwonda Peek, Assistant Superintendent, School Choice/Pupil Assignment Operations, stated it would be difficult to contact all parents with the large volume. She will continue to make the information as clear as possible.

Adjournment

[ADJOURNMENT](#)

Minutes:

The meeting was adjourned at 2:21 p.m.

CM

Superintendent

Chairman