



Duval County Public Schools

March 16, 2016, Policy Handbook Review Committee Meeting

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 THE MEETING OF THE DUVAL COUNTY SCHOOL BOARD: All Committee members were in attendance: Chairman Ashley Smith Juarez, Vice-Chairman Paula Wright, Board Members Constance Hall and Scott Shine. Ms. Karen Chastain, Chief of Legal Services, was present.

Call Meeting To Order

[CALL MEETING TO ORDER](#)

Minutes: The meeting was called to order at 9:06 a.m.

Items To Be Discussed

[2.30 - PARTICIPATION IN ORGANIZATIONAL ACTIVITIES](#)

Minutes:

The Committee reviewed changes to Policy 2.30. Discussion included the following:

- Policy 2.30- Participation In Organizational Activities.

- o Cite the statute that refers to ethics training.
- o Add the following sentence to read "Each Board Member shall attend Ethics training in compliance with Florida Law to ensure all ethical requirements of the office are understood". This policy will go to the Board for approval in May.

Speakers

Ms. Ashley Smith Juarez, Chairman
Mr. Scott Shine, Board Member

2.36 - ARTS ADVISORY COUNCIL

Minutes:

Dr. Dana Kriznar, Assistant Superintendent of Strategic Planning created Policy 2.36 for review. Discussion included the following:

Vice-Chairman Paula Wright arrived at 9:14 a.m.

- Policy 2.36 - Arts Advisory Council
 - o Chairman Ashley Smith Juarez requested a copy of the Arts Advisory Councils by-laws be sent to the Board.
 - o Add wording that incorporates annual reporting and assessment.
 - o Add language to section II and have it look more like the model in student government.
 - o Incorporate into the Management Oversight Calendar. This policy will go to the Board for approval in May.

Speakers

Ms. Ashley Smith Juarez, Chairman
Ms. Paula Wright, Board Member
Dr. Constance Hall, Board Member
Mr. Scott Shine, Board Member

6.47 - WORK YEAR AND WORK DAY (work from home policy)

Minutes:

Dr. Dana Kriznar, Assistant Superintendent of Strategic Planning reviewed Policy 6.47 with the Committee. The following changes were recommended:

- Policy 6.47 - Work Year and Work Day
 - o II - Non-Instructional Personnel - Add "C" - Leave will be categorized as "Alternate Work Assignments." This will help to track personnel who are working from home. This policy is

ready for Board approval in May.

1.30 - THEORY OF ACTION

Minutes:

Dr. Dana Kriznar, Assistant Superintendent of Strategic Planning, along with the committee reviewed Policy 1.30. Discussion included the following:

- Policy 1.30 - Theory of Action
 - Once this policy is crafted the Superintendent will bring forward a plan over a three to five year time of transitioning from this policy to the former policy.
 - The Theory of Action is a guiding principal that would speak to the action. A plan would go with this that would include more detail.
 - The policy was developed with the Center of Reform of School Systems (CRSS) and through researching other school districts.
 - The Strategic Plan rolls up to the Theory of Action.
 - The Strategic Plan should speak to the framework of the Theory of Action.
 - Board Member Shine sent a PowerPoint concerning the Theory of Action to Board Members for review.
 - The consensus of the Committee was to have the Superintendent present a framework. This policy is ready for Board approval.
- Topics for the May 2016 Policy Handbook Review Committee Meeting are as follows.
 - Chapter 4 - Curriculum & Instruction - Need to address in policy that the Superintendent will follow the Board's approval. Guidelines need to be clear.
 - Chapter 3 - Review

Speakers

Ms. Ashley Smith Juarez, Chairman

Ms. Paula Wright, Vice-Chairman

Mr. Scott Shine, Board Member

Mr. Constance Hall, Board Member

Adjournment

ADJOURNMENT

Minutes:

The meeting was adjourned at 9:58 a.m.

CSM

Superintendent

Chairman