

### Vision

Achieving Excellence: Putting Students First

## Mission

To prepare all students to be college or career ready and to possess the attitudes and values necessary to function as productive citizens.

## **Core Values**

Perseverance

Respect

**I**ntegrity

Dependability

Ethics

## SCHOOL BOARD OF OKEECHOBEE COUNTY

## Agenda for Regular Meeting December 9, 2014 6:00 p.m.

Chairperson Joe Arnold Vice Chairperson Malissa Morgan Members Dixie Ball Jill Holcomb India Riedel

## Call to Order

I.

- A. Prayer
- B. Pledge of Allegiance

## II. <u>Opening Items</u>

- A. Student Recognition
  - ★ OHS Cross Country Regional Qualifiers
  - ★ OHS Swim Team Regional Qualifiers
  - ★ OHS Golf Team Regional Qualifiers
- B. Staff Recognition
  - ★ Retirements
    - Genoveva Jan Ayers, Custodian, Everglades Elementary School
    - Tina Grant, Migrant Advocate, Seminole Elementary School
    - Chris Roberts, Secretary, Food Service Department
- C. Community Recognition
  - ★ PNC Bank Julie Sacco-Lunsford

## III. Presentation of School Improvement Plans

- Tracy Downing, Principal, South Elementary School
- Sean Downing, Principal, Osceola Middle School
- Randy Weigum, Principal, Okeechobee Achievement Academy
- Carol Revels, Senior Administrator, OHS Freshman Campus

## IV. Approval of Minutes

• Meeting of November 18, 2014

## V. <u>Items for Action</u>

- A. Recommendation for Expulsion
- B. Internal Funds Financial Statement/Audit Report......2

- E. Memorandum of Agreement with Visiting Nursing Association Plus ......5

#### SCHOOL BOARD OF OKEECHOBEE COUNTY

AGENDA FOR REGULAR MEETING DECEMBER 9, 2014

## VI. <u>Consent Agenda</u>

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## VII. Information Items:

- A. Superintendent
- B. School Board Members
- C. School Board Attorney
- D. Public

The next regular School Board meeting is Tuesday, January 20, 2015, at 6:00 p.m.

Persons are advised that if they decide to appeal any decisions made at this meeting, they will need a record of the proceedings, and for such purpose, they may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be made.

**FROM:** Ken Kenworthy, Superintendent of Schools

SUBJECT: EXPULSION OF #15-02, 9<sup>™</sup> GRADE STUDENT

DATE: December 9, 2014

#### **RECOMMENDATION:**

That #15-02, a 9<sup>th</sup> grade student at Okeechobee Achievement Academy, be expelled for the remainder of the 2014-15 school year and that a final order for expulsion of this student be issued based upon the following act of misconduct and violation of the Code of Student Conduct:

N. Violence

6. Assault/Battery on a School Board Employee, as defined in F.S. 784.011, F.S. 784.03, and F.S. 784.081.

Ken Kenworthy Superintendent of Schools

FROM: Ken Kenworthy, Superintendent of Schools

## SUBJECT: INTERNAL FUNDS FINANCIAL STATEMENT/AUDIT REPORT

DATE: December 9, 2014

#### RECOMMENDATION:

That the Internal Funds Financial Statement/Audit Report for all schools for the period ending June 30, 2014, be accepted and filed as part of public record.

## BACKGROUND INFORMATION:

The report is included in Board member agendas and is available upon request in the Superintendent's office.

Ken Kenworthy Y Superintendent of Schools

**FROM:** Ken Kenworthy, Superintendent of Schools

### SUBJECT: TRANSITION TO TEACHING (T2T) AGREEMENT WITH INDIAN RIVER STATE COLLEGE

DATE: December 9, 2014

#### **RECOMMENDATION:**

That the Board approve a Transition to Teaching (T2T) Agreement with Indian River State College.

#### BACKGROUND INFORMATION:

This is a new agreement that permits the placement of highly qualified teacher candidates from IRSC's School of Education programs into District classrooms as the teacher of record. Teacher interns will be assigned a mentor teacher at their school as well as being provided guidance by their University Supervisor and a Transition to Teaching coach. The District will pay one-half of a beginning teacher's annual salary including benefits per semester. The agreement is attached.

Ken Kenworthy Y Superintendent of Schools

## Transition to Teaching (T2T) School Agreement 2014-2015

(SCHOOL NAME), located in the Okeechobee County School District, agrees to permit the placement of qualified teacher candidates through the Intensive Transition to Teaching at Indian River State College, which places highly-qualified teacher candidates into classrooms as the teacher of record and provides them the support they need to be highly effective.

Qualified individuals will be selected from IRSC's School of Education programs. Those selected will possess a distinct set of skills shown by research to be possessed by effective teachers and will have passed through a thorough screening process in order to be considered.

Students who take part in IRSC's Transition to Teaching (T2T)\_will be assigned a mentor teacher at their school and will be provided with additional guidance by their University Supervisor and Transition to Teaching (T2T) coach. These individuals will provide the intern with guidance throughout the entire student teaching period. In addition, the intern will be required to participate in a weekly student teaching seminar at IRSC.

The Transition to Teaching (T2T) coach will continuously provide comprehensive guidance throughout the term and will observe the intern and provide feedback according to the following schedule:

- Daily for the first five weeks (3 hours/day)
- Three times a week for the next four weeks (2 hours/day)
- Twice a week for the next three weeks (1 hour/day)
- As needed for the remainder of the school district's semester

Additional weeks beyond the initial twelve (indicated in the first three bullets above) may be added to the supervised portion of the internship, if the student is assessed as needing additional assistance. In such cases, those decisions will be made by a committee consisting of: IRSC's Clinical Experience Coordinator, the University Supervisor, Transition to Teaching (T2T) coach and on-site mentor teacher. A plan will be drawn up detailing specific items needing additional work. If the student has successfully completed the initial twelve weeks, under close supervision, he/she is considered as having completed student teaching.

As part of this agreement, the school district shall pay one-half of a beginning teacher's annual salary (including benefits) per semester for each intern placed as part of this program, including compensation for paid holidays and teacher training days as outlined below:

٠	Half a year of the school district's beginning teacher salary				
	(including benefits)		\$23,984.28		
٠	Stipend paid to the intern by the school district		(\$6,000.00)		
٠	Balance made payable to IRSC in support of the coach's wages		\$17,984.28		

Payment to IRSC will be made at the hallway (six-week) mark of the internship and payment to the intern will be made at the end of the semester.

Upon successful completion of the program, there is an expectation by IRSC and the teacher candidate that the student will be offered a teaching position by the district.

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Marta Y. Cronin, Ed.D.	Date	Ken Kenworthy	Date
Assistant Dean, School of Education	Superintendent		
Indian River State College		Okeechobee County Schoo	District
Donna Jurenas, M.Ed.	 Date	(NAME)	 Date
Clinical Experiences Coordinator		Principal	
Indian River State College		(SCHOOL)	

**FROM:** Ken Kenworthy, Superintendent of Schools

#### SUBJECT: CONTRACT WITH ESCHOOL SOLUTIONS, LLC FOR A SUBSTITUTE EMPLOYEE MANAGEMENT SYSTEM

DATE: December 9, 2014

#### **RECOMMENDATION:**

That the Board approve a contract with eSchool Solutions, LLC for SmartFind*Express* (SFE), an automated substitute employee management system for an annual subscription cost of \$3,000.00.

#### BACKGROUND INFORMATION:

This automated substitute employment management system is a software application that automates, prioritizes, assigns, and dispatches substitute employees for assignments in the district as well as allowing district personnel and substitute employees to manage, track, and report the status of assignments.

The contract is attached and available upon request from the Director of Human Resources.

**RECOMMENDED BY:** 

Ken Kenworthy Superintendent of Schools

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**FROM:** Ken Kenworthy, Superintendent of Schools

SUBJECT: MEMORANDUM OF AGREEMENT WITH VISITING NURSE ASSOCIATION PLUS

DATE: December 9, 2014

#### **RECOMMENDATION:**

That the Board approve an Agreement with Visiting Nurse Association Plus for nursing services effective August 1, 2014 – July 31, 2015.

#### BACKGROUND INFORMATION:

This is a new agreement that provides an Exceptional Student Education (ESE) student with a skilled nurse at a rate of \$49.00 per hour. The nurse will perform physical assessments, suctioning of tracheotomy, and administering of medications. The cost of services will be covered by District funding. The agreement is included in Board member agendas and is available upon request in the office of the Coordinator of Exceptional Student Education.

Ken Kenworthy Superintendent of Schools

**FROM:** Ken Kenworthy, Superintendent of Schools

SUBJECT: EMPLOYMENT OF PERSONNEL

DATE: December 9, 2014

## **RECOMMENDATION:**

That the following personnel be employed:

Name	Position	School or Center	Effective Date
Maxwell, Carl	Electrician, Maintenance I	Maintenance	12-01-2014
Sniff, Shannon	Bookkeeper	North Elementary School	11-12-2014
Watson, Kimberly	Aide, Health	Seminole Elementary School	11-14-2014

Ken Kenworthy Superintendent of Schools

**FROM:** Ken Kenworthy, Superintendent of Schools

#### SUBJECT: EMPLOYMENT OF TEMPORARY PERSONNEL

DATE: December 9, 2014

## **RECOMMENDATION:**

That the following temporary personnel be employed as needed:

<u>Name</u>	Position	Effective Date
Huff, Mary	Varsity Softball Coach	01-05-2015
Kindell, Erik	Golf Coach, Boys	08-15-2014
Nunez, Tamara	Aide, Extended Daycare	11-13-2014
Rucks, Glenna	Teacher, Extended Daycare	10-27-2014
Steiert, Kari	Teacher, Extended Daycare	10-27-2014
Walker, Alicia	Teacher, Extended Daycare	10-27-2014
Whipple, Liann	Middle School Basketball Coach and Middle School Asst. Volleyball Coach	11-18-2014

**RECOMMENDED BY:** 

Ken Kenworthy Superintendent of Schools

Ken Kenworthy, Superintendent of Schools FROM:

**RESIGNATION, TERMINATION, AND SUSPENSION OF EMPLOYMENT** SUBJECT:

December 9, 2014 DATE:

#### **RECOMMENDATION:**

That resignations for the following personnel be accepted:

Name	Position	School or Center	Effective Date
Grant, Tina (Retirement)	Migrant Advocate	Seminole Elementary School	12-22-2014
Michaels, Rebecca	Bus Driver	Transportation	12-19-2014
Mullins, Danny D.	Teacher, PE	North Elementary School	11-24-2014
Roberts, Chris (Retirement)	Secretary	Food Service	01-06-2015
Sabade, Amy	Bus Driver	Transportation	12-15-2014

That the resignation of Eric Sprague, Teacher, Social Studies, Osceola Middle School, be accepted with prejudice effective November 24, 2014, due to lack of sufficient notice.

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Ken Kenworthy Superintendent of Schools

**FROM:** Ken Kenworthy, Superintendent of Schools

SUBJECT: LEAVE REQUESTS

DATE: December 9, 2014

## **RECOMMENDATION:**

That the following leaves of absence be approved:

Name	<u>School</u>	<u>Leave Type</u>	<u>From</u>	<u>Through</u>
Cannon, Linda	Transportation	Short Term	11-12-2014	03-03-2015
Entry, Rebekah	Central Elementary School	Short Term	11-07-2014	01-09-2015

Ken Kenworthy **X** Superintendent of Schools

**FROM:** Ken Kenworthy, Superintendent of Schools

#### SUBJECT: ADDITIONS TO SUBSTITUTE TEACHERS FOR 2014-15

DATE: December 9, 2014

#### **RECOMMENDATION:**

That the following personnel be added to the Substitute Teacher List for the 2014-15 school year:

Name	<u>Rank</u>
Alfrey, Patricia	III
Anselmo, Lucina	II
Potter, Kerry	II
Watson, Barbara	I

Rank I – Less than 60 college credit hours Rank II – 60 or more college credit hours Rank III – Bachelor's degree or higher

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Ken Kenworthy Superintendent of Schools

**FROM:** Ken Kenworthy, Superintendent of Schools

SUBJECT: PAYMENTS TO PERSONNEL

DATE: December 9, 2014

#### **RECOMMENDATION:**

That the Board approve the following payments to personnel:

Name/Group	Purpose	Rate of Pay	<u>Time Period</u> (Maximum)	Funding Source
All Personnel Employed in 2014-15	Eligible for Temporary Employment in After-School Programs/Tutorials during the 2014-15 School Year	As Determined by Each Program's Specifications and/or Salary Schedules 30 & 33	2014-15	#4588 – Indian Formula Grant (not to exceed \$13,200)

Note: All professional development shall comply with provisions in the negotiated personnel contracts.

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Ken Kenworthy Superintendent of Schools

**FROM:** Ken Kenworthy, Superintendent of Schools

## SUBJECT: TITLE I, PART A GRANT APPLICATION FOR IMPROVING THE ACADEMIC ACHIEVEMENT OF THE DISADVANTAGED

DATE: December 9, 2014

#### **RECOMMENDATION:**

That the Board approve the Title I, Part A Grant application for Improving the Academic Achievement of the Disadvantaged in the amount of \$2,378,789.00 for the 2014-15 fiscal year.

#### BACKGROUND INFORMATION:

This is a renewal grant application. Title I, Part A, funds reading coaches and paraprofessionals at Title I schools. It also funds supplemental materials, equipment and professional development for teachers in Title I schools. The funded amount reflects an decrease of \$387,246.00 from the 2013-14 project year.

All professional development shall comply with provisions in the negotiated personnel contracts.

The grant application/award pages and budget pages are included in Board member agendas. The complete application is available upon request from the Coordinator of Grants & Special Programs.

Ken Kenworthy Superintendent of Schools

**FROM:** Ken Kenworthy, Superintendent of Schools

SUBJECT: TITLE I, PART A, 1003(A), GRANT APPLICATION FOR SCHOOL IMPROVEMENT INITIATIVE

DATE: December 9, 2014

#### **RECOMMENDATION:**

That the Board approve the Title I, Part A, 1003(A), Grant application for School Improvement Initiative in the amount of \$82,795.00 effective January 1, 2015, through December 31, 2015.

#### BACKGROUND INFORMATION:

This is a renewal grant application. The Title I School Improvement Initiative Grant funds professional development initiatives, such as Standards Based Instruction and Development, for: Central Elementary, Everglades Elementary, Seminole Elementary, South Elementary, Osceola Middle, and Yearling Middle. The funded amount reflects an increase of \$51,119.00 from the 2014 project year.

All professional development shall comply with provisions in the negotiated personnel contracts.

The grant application/award pages and budget pages are included in Board member agendas. The complete application is available upon request from the Coordinator of Grants & Special Programs.

Ken Kenworthy Superintendent of Schools

**FROM:** Ken Kenworthy, Superintendent of Schools

SUBJECT: TITLE VI GRANT APPLICATION FOR RURAL & LOW INCOME SCHOOLS PROGRAM

DATE: December 9, 2014

#### RECOMMENDATION:

That the Board approve the Title VI Grant application for Rural & Low Income Schools Program in the amount of \$123,263.00 for the 2014-15 project year.

#### BACKGROUND INFORMATION:

Funds from this grant will be used for one paraprofessional at Okeechobee High School to assist in the credit retrieval lab. Title VI funds also provide supplemental instructional materials at Okeechobee High School and tutorials at all school sites in the district. The funded amount reflects an increase of \$8,742.00 in comparison to the 2013-14 project year.

The grant application/award pages and budget pages are included in Board member agendas. The complete application is available upon request from the Coordinator of Grants & Special Programs.

Ken Kenworthy Superintendent of Schools

**FROM:** Ken Kenworthy, Superintendent of Schools

# SUBJECT: TITLE I, PART D, SUBPART 2, GRANT APPLICATION FOR LOCAL PROGRAMS FOR NEGLECTED AND DELINQUENT

DATE: December 9, 2014

#### **RECOMMENDATION:**

That the Board approve the Title I, Part D, Subpart 2, Grant application for Local Programs for Neglected and Delinquent in the amount of \$146,405.00 for the 2014-15 project year.

#### BACKGROUND INFORMATION:

Title I, Part D, Subpart II, funds supplementary services and materials at Department of Juvenile Justice sites in Okeechobee County. The funded amount reflects a decrease of \$7,486.00 in comparison to the 2013-14 project year.

All professional development shall comply with provisions in the negotiated personnel contracts.

The grant application/award pages and budget pages are included in Board member agendas. The complete application is available upon request in the office of the Coordinator of Grants & Special Programs.

RECOMMENDED BY:

Ken Kenworthy Superintendent of Schools

*FROM:* Ken Kenworthy, Superintendent of Schools

SUBJECT: TITLE I, PART C, GRANT APPLICATION FOR EDUCATION OF MIGRATORY CHILDREN

DATE: December 9, 2014

#### **RECOMMENDATION:**

That the Board approve the Title I, Part C, Grant application for Education of Migratory Children in the amount of \$653,314.00 for the 2014-15 project year.

#### BACKGROUND INFORMATION:

Title I, Part C, funds eight (8) migrant advocates to identify and support migrant students and families. Funds also provide tutorial programs at secondary schools, wrap-around care for prekindergarten 4-year olds, and school supplies and materials for migrant students. The funded amount reflects an increase of \$38,883.00 in comparison to the 2013-14 project year.

All professional development shall comply with provisions in the negotiated personnel contracts.

The application/award pages and budget pages are included in the Board member agendas. The complete application is available upon request from the Coordinator of Grants & Special Programs.

Ken Kenworthy Superintendent of Schools

**FROM:** Ken Kenworthy, Superintendent of Schools

SUBJECT: FORMULA GRANT APPLICATION FOR INDIAN EDUCATION

DATE: December 9, 2014

#### **RECOMMENDATION:**

That the Board approve the Formula Grant application for Indian Education in the amount of \$13,200.00 for the 2014-15 school year.

#### BACKGROUND INFORMATION:

Funds from the Indian Education Grant will provide supplemental academic materials and support for Seminole Indian students who attend Okeechobee County Schools. The funded amount reflects an increase of \$700.00 in comparison to the 2013-14 project year.

The grant application/award pages and budget pages are included in Board member agendas. The complete application is available upon request from the Coordinator of Grants & Special Programs.

Ken Kenworthy Superintendent of Schools

**FROM:** Ken Kenworthy, Superintendent of Schools

SUBJECT: CARL D. PERKINS RURAL AND SPARSELY POPULATED GRANT APPLICATION

DATE: December 9, 2014

#### **RECOMMENDATION:**

That the Board approve the Carl D. Perkins Rural and Sparsely Populated Grant application in the amount of \$70,448.00 for the 2014-15 project year.

#### **BACKGROUND INFORMATION:**

Grant funds will be used to purchase and maintain updated curriculum and career labs to meet the unique needs of a small district in providing career and technical education programs as outlined by the Region 20 List of High Skill/High Wage or High Demand Occupations. The funded amount reflects a decrease of \$660.00 in comparison to the 2013-14 project year.

The application/award pages and budget pages are included in Board member agendas. The complete application is available upon request from the Coordinator of Grants & Special Programs.

Ken Kenworthy Superintendent of Schools

**FROM:** Ken Kenworthy, Superintendent of Schools

# SUBJECT: CARL D. PERKINS SECONDARY CAREER AND TECHNICAL EDUCATION GRANT APPLICATION

DATE: December 9, 2014

#### **RECOMMENDATION:**

That the Board approve the Carl D. Perkins Secondary Career and Technical Education Grant application in the amount of \$77,774.00 for the 2014-15 project year.

#### BACKGROUND INFORMATION:

Grant funds are primarily used to employ a Career Specialist who serves Okeechobee High School, Okeechobee Freshman Campus, and Okeechobee Achievement Academy. Funds are also used for payment of Industry Certification testing fees for students. The purpose of this grant is to improve academic and technical skills of career and technical education students, increase the completion and placement rate of all career and technical education students (with particular emphasis on non-traditional populations), and increase enrollment in career and technical education courses. The funded amount reflects an increase of \$4,706.00 from the 2013-14 project year.

All professional development shall comply with provisions in the negotiated personnel contracts.

The application/award pages and budget pages are included in the Board member agendas. The complete application is available upon request from the Coordinator of Grants & Special Programs.

**RECOMMENDED BY:** 

Ken Kenworthy Superintendent of Schools

**FROM:** Ken Kenworthy, Superintendent of Schools

#### SUBJECT: PROPERTY DISPOSAL LIST #3 FOR THE 2014-15 FISCAL YEAR

DATE: December 9, 2014

#### **RECOMMENDATION:**

That the items listed on the attached Property Disposal List #3 for the 2014-15 fiscal year be declared as surplus, no longer usable for educational purposes, and to be removed from property records; and that the Superintendent be authorized to donate or sell such items in accordance with state statute.

Ken Kenworthy Superintendent of Schools

		Property Disp	osal	
		2014-15 #3		
Duonoutri	Description	Coat	Condition	Calculy
Property	Description	Cost	Condition	School/
Number				Cost Center
20702	Savin Copier	4,995.00	Obsolete	Osceola Middle School
1383F	Compaq Computer	1,199.09	Obsolete	Central Elementary School
2701F	Gateway Computer	1,993.09	Obsolete	Central Elementary School
3065F	Gateway Computer	766.00	Obsolete	Central Elementary School
3178F	Gateway Computer	1,400.00	Obsolete	Central Elementary School
3190F	Gateway Computer	1,400.00	Obsolete	Central Elementary School
3229F	Gateway Computer	866.00	Obsolete	Central Elementary School
3257F	Gateway Computer	866.00	Obsolete	Central Elementary School
3258F	Gateway Computer	866.00	Obsolete	Central Elementary School
3290F	Gateway Computer	1,550.00	Obsolete	Central Elementary School
3913F	Dell Computer	1,548.00	Obsolete	Central Elementary School
3920F	Dell Computer	1,548.00	Obsolete	Central Elementary School
4090F	Dell Computer	1,541.00	Obsolete	Central Elementary School
17122	Thinkpad	3,756.84	Obsolete	Central Elementary School
1196	Risograph	3,638.00	Obsolete	North Elementary School
4948F	Dell Computer	814.88	Obsolete	North Elementary School
18428	Cash Counting Machine	1,315.88	Unrepairable	North Elementary School
21211	Dell Computer	1,593.00	Unrepairable	North Elementary School
21240	Dell Computer	987.80	Unrepairable	North Elementary School
18427	Cash Counting Machine	1,315.88	Unrepairable	Seminole Elementary School
6180F	Lenovo Laptop	2,049.00	Unrepairable	IT
7104F	Promethan Projector	3,415.28	Unrepairable	IT
3593F	Ipad 2	901.17	Unrepairable	South
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County Custodiar	Auns Stevens			
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School Board		Date		
Chairman				

**FROM:** Ken Kenworthy, Superintendent of Schools

#### SUBJECT: MONTHLY FINANCIAL STATEMENT FOR OCTOBER, 2014

DATE: December 9, 2014

#### **RECOMMENDATION:**

That the Monthly Financial Statement for October, 2014, be accepted and filed as part of public record.

#### BACKGROUND INFORMATION:

The Financial Statement is included in Board member agendas and is available upon request from the Director of Finance.

Ken Kenworthy Superintendent of Schools

**FROM:** Ken Kenworthy, Superintendent of Schools

SUBJECT: BUDGET AMENDMENT #4 FOR OCTOBER, 2014

DATE: December 9, 2013

#### **RECOMMENDATION:**

That Budget Amendment #4 for October, 2014, be approved.

#### BACKGROUND INFORMATION:

The Budget Amendment is included in Board member agendas and is available upon request from the Director of Finance.

Ken Kenworthy

Superintendent of Schools

**FROM:** Ken Kenworthy, Superintendent of Schools

SUBJECT: WARRANT REGISTER FOR NOVEMBER, 2014

DATE: December 9, 2014

**RECOMMENDATION:** 

That the Warrant Register for November, 2014, be approved as follows:

General Disbursement Account – Warrants #152988 thru #153263

Operating General Fund	\$ 1,359,421.32
Federal Programs Fund	34,115.40
Food Service Fund	146,978.88
Capital Improvement Fund	149,076.54
Total	\$ 1,689,592.14

Ken Kenworthy Superintendent of Schools