



E-AGENDA MANAGER

Duval County Public Schools

August 9, 2016, Board Workshop

Ms. Ashley Smith Juarez, Chairman
Ms. Paula D. Wright, Vice-Chairman
Ms. Becki Couch
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 Officer of Legal Services, were also present.

Call Meeting To Order

[CALL TO ORDER](#)

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

Items To Be Discussed

[LEGAL PLAN](#)

Minutes:

Jason Gabriel, General Counsel, Office of General Counsel (OGC) spoke to the Board on how legal services are currently being handled. The City Charter states all legal services must flow through OGC. There is always a need for outside counsel due to the specialized needs of the client that have not been developed in their office. Any outside counsel

would be certified for a need and engaged through their office. Discussion followed:

- The Board needs dedicated resources.
- Expertise in Policy as it relates to Board Policy, State and Federal Statutes.
- Someone to immediately interpret and monitor State and Federal Statutes so that we are in compliance.
- An attorney that is dedicated to the Board and is evaluated by the Board.

Karen Chastain, Chief of Legal Services, submitted a Legal Services Plan agenda item in February 2016. It introduced her department and what they do, which is mainly transactions. They do not internally handle any litigation. The immediate need as outlined in her plan is for one labor and employment employee, one employee for Exceptional Student Education (ESE), 504 issues and also a paralegal. Also, a back-up person for things like Academic Services which includes Charter schools, would also help. This would not include the Risk Management function. The district could save a lot of money if we had an in-house Workers' Compensation attorney.

Jason Gabriel will work with Karen Chastain to update the legal plan as agreed upon by OGC. They will bring back a recommendation to the Board about what capacity might be needed and how it may be filled. This will be discussed at the September 13, 2016, Board Workshop.

Chairman Smith Juarez requested OGC move forward with identifying an individual with the expertise needed by the Board. This expertise should include the following:

- Statutory Policy Compliance.
- Federal, State and District Policies as it relates to funding that the district receives through Title I, Title II and Title IV.
- Policies that affect how the district operates.
- Practical implementation of curriculum from Class Size to Health Education that the State gives us direction on.
- District Policy.

An update on this position will be discussed at the September 13, 2016, Board Workshop, but if the information is available earlier the Board will be contacted on any progress which has been made.

Speakers

Ms. Ashley Smith Juarez, Chairman
Ms. Paula Wright, Vice-Chairman
Ms. Becki Couch, Board Member
Ms. Cheryl Grymes, Board Member
Dr. Constance Hall, Board Member
Mr. Scott Shine, Board Member
Mr. Karen Chastain, Chief of Legal Services

GOVERNANCE

Minutes:

The Superintendent's Self-Evaluation

The last data from the State was received on Tuesday, July 26, 2016, which accounts for all the subgroup data. According to Board Policy 2.14, the Superintendent will provide the Board with his self-evaluation 45 days after the receipt of the Duval County Public Schools accountability data and scores from the State have been received. Because of the transition to new standards and the need for baseline, we do not have quantitative targets that are embedded in the evaluation.

Chairman Smith Juarez has asked the Superintendent to articulate, based on the items that are in the Evaluation Tool, and to provide the Board with some references based on what has been accomplished. We will not have the objective portion of the evaluation as in prior years. The Board will schedule individual meetings with the Superintendent, then they will meet as a full Board on Thursday September 8, 2016, from 2:00 p.m. - 4:00 p.m. to give evaluations collectively. At that time the Board will create a Board statement from which the Superintendent will develop his Professional Development Plan. She reminded the Board that they did agreed to use the one through four scale in each area of the evaluation tool.

Board Member Hall requested the Superintendent send his self-evaluation electronically. The Superintendent will work on her request.

Board Member Couch stated Board Policy 2.14 requires the Superintendent to provide a "Data Notebook" to each Board Member on how he met the performance criteria. We need to receive this in some form. There are also four questions listed in policy that must be answered concerning his self-evaluation.

Board Internal Auditor Self-Evaluation

There is no formal policy around this but we do owe our Board Internal Auditor some feedback on her work. There is a new evaluation tool which makes sense to align with the district's evaluation tool. Michelle Begley, Board Internal Auditor, has been asked to give feedback on her accomplishments and any areas she does not feel she has been able to accomplish, if any. The feedback will be due Friday, August 19, 2016. The employee evaluation tool will be sent to the Board for the any Board Member who would like to complete the evaluation tool and or meet with her can do so. The completed evaluation forms are to be submitted to the Board Office so they can be combined and placed in her file by Friday September 2, 2016. At the next Audit Committee Meeting, we can discuss any review and feedback that the Board feels necessary. We will

establish professional goals at this time for next year and discuss them with Michelle Begley.

Local Bill Proposing To Amend S. 1001.365, F. S.

Paula Shoup, Executive Assistant for the Office of General Counsel, will be assisting with the resolution. Board Member Grymes will reach out to Joyce Morgan, City Council, District 1, concerning the proposed resolution.

Vision Planning

Board Member Shine suggested inviting Kristen Reed, Chief, Community Planning Division, and William Killingsworth, Director, Planning and Development, to speak to the Board concerning a Vision Plan.

Strategic Plan Targets

Board Member Hall inquired about an outline of the Strategic Plan Targets as to how we will move forward with the development. Chairman Smith Juarez stated there has been conversation, but there has not been anything put to paper. She will work something up to send out to the Board. She would also like to have a discussion of the achievement gap.

Dr. Moses, Superintendent's Coach

Now that Board Members have had a conversation with Dr. Moses, what are the next steps? Board Member Hall suggested the Board visit Gwinnett County Public Schools. This is a district that has moved the needle. They can share their story about how their district grew into the success they are having now. Dr. Moses stated he too would be happy to go on the visit. Board Member Hall will set the visit up for the Board.

Board Members Request for information to the Superintendent Individually

Vice-Chairman Wright voiced her concern over these requests since information she requests is relevant to District Four but may not be to another Board Member. Board Member Couch indicated that the discussion the Board had at the Board Development was if the request takes a lot of staff time, like a plan that the entire Board may need to discuss, the Board would like to discuss it first. Vice-Chairman Wright agreed the Board should be made aware of the request but she should still receive a response without approval of the Board.

Directing of Staff

Board Member Couch indicated most Board Members use the Board Office staff to communicate with schools and feel it is appropriate. There are staff members listed in the agenda item for contact information. She feels if they contact a staff member they can get needed information before the Board Meetings. The length of meetings are reflective of the lack of information. A one pager was passed out to the Board concerning protocol for school visits as requested by Board Member Grymes. She feels the Superintendent should be aware of the school visits. The Superintendent indicated that he did not have a concern with school visits after it was discussed at the May 2016 Board Workshop. He would like Board Members to provide feedback to him or the Regional Superintendents after a school visit. The Superintendent also indicated he felt the Board had agreed to have the Board Office staff copy the Chief of

Staff and the Regional Superintendent when a visit has been scheduled. The Superintendent provided examples of what he felt was directing of staff. Vice-Chairman Wright expressed her deep concern with the Superintendent's examples of directing of staff. She will not accept asking a secretary to call staff on her behalf as directing of staff.

House Bill 7029

This bill was effective July 1, 2016. Vice-Chairman Wright will forward a copy of the long and short version to Board Members. The Superintendent stated he was aware of the bill and is working with Karen Chastain, Chief of Legal Services. Board Member Couch asked for a definition of directing of staff from the Superintendent. This issue continues to come up. The Chairman requested Karen Chastain, send the Board the State Statute, its summary and any definition that may exist or even cross reference the constitutional charge of a Board Member and the Superintendent. For the next Policy Review Subcommittee Meeting, in Board Policy 2.13 we should ask that we bring back a reference to the statute.

Chairman Smith Juarez asked that the following statement be added to the School Visit protocol: 4. The Superintendent would welcome feedback at Board discretion.

Sidewalks

Board Member Couch expressed concerns for a sidewalk near Enterprise Learning Academy. She has sent this to the Constituent Services System and contacted City Council, but has not received any help. She would like to know how to get help. She is being told it is a city issue. Board Member Hall stated each year principals have to fill out a form concerning needs like crosswalks. Historically, the request has been sent to facilities. This can also be discussed at the Joint Meeting with the Board and City Council on September 21, 2016.

Parent Portal

Board Member Couch requested information concerning student test scores for the Florida Standards Assessment (FSA) be added to the Parent Portal and provide some type of a legend to explain what it means. Currently parents have to call to receive the test scores. She also suggested the Opt-Out form for the Health Curriculum be added to the Parent Portal. Hopefully, if this is on the Parent Portal, the parents will see it. The Superintendent said he will add the information.

Hyde Grove and Oak Hill Elementaries

The Superintendent indicated that the impact has largely already been felt because parents were offered choice after the conversion. The Superintendent feels only about 20-30% of students may opt to choose other schools.

Board Member Couch requested the Superintendent follow-up with the Board on what resources are available at Hyde Grove and Hyde Park Elementary.

Turnaround Plans

Chairman Smith Juarez asked Dr. Vitti, Superintendent, for an update on the Turnaround Plans, conversation with the State and the approval. She requested this be sent to the Board in the next day or two by email. The Superintendent indicated the State Board will be meeting tomorrow to recommend approval for Oak Hill and Hyde Grove Elementary Turnaround Plans. Chairman Smith Juarez added that she would like to have any updates to the Turnaround Plan included in the email.

Jax Digs Trees Legislation

Anna Lopez Brosche, City Council Member, and Chairman Smith Juarez have been working on legislation. It has now been sponsored by more than a majority of the County Council Members. In the fall, we will be kicking off the opportunity to plant a tree at every Duval County Public School. We will coordinate at least one event in each Board Members district. The legislation will go through a second reading today and is moving through the process in the House.

Board Member Hall requested an update on iREADY for schools by the end of this week. She would also like the Board to receive an update on buses and vacancies for the next few weeks including with anything else that is contained in the Flawless Opening of Schools portal.

BOUNDARY CHANGE

Attachment: [Boundary Workshop-updated.pdf](#)

Minutes:

Dr. Vitti, Superintendent, discussed two recommended boundary changes for this year. The recommendation for Northwestern is to convert the school to the Young Men's Leadership Academy 6-8 or possibly a 6-12. The Pre-AICE program would continue at the school with a wheel of electives focused on Career Exploration. The reason for the change is Northwestern Middle School has been a "D" or an "F" sixteen out of seventeen years. Right now, 890 students are leaving the school for other choice options. Last year, there were 527 students enrolled at the 20th day count. The school is facing the same challenges as Highlands, Matthew Gilbert and Ribault Middle Schools. There is a demand for a separate school at Northwestern Middle School. Discussion followed:

- Do we know where the students are going from Northwestern Middle School? Magnet schools, Landmark Middle, Joseph Stilwell Middle, Kipp and Valor Charter Schools.
- Capacity of Northwestern is 778. If all the students attended Northwestern, the school would be over capacity. The Superintendent will check on this capacity number. It could be higher.
- A strong pride related to the school.
- Need a diversity plan, not just ethnicity.
- How can we go through the ACE process if we have already decided what the programs will be? This is an initial plan that the working group can change or improve based on the working group's feedback.

- Board Member Couch requested the number of students that left Eugene Butler Middle School to attend Northwestern Middle because of the program change. The Superintendent will get back with her. We also need to consider where these students would be re-boundaried from Northwestern Middle School if the conversion was approved.
- Vice-Chairman Wright indicated that this is the first change for Northwestern Middle School. She feels the district should just focus on the Pre-AICE program. The district needs to engage the community without recommending a dedicated magnet.
- We may need to consider amending how the Northwestern Middle School community is approached and what is delivered to them in terms of initial information and how that is facilitated.
- The focus should be to understand what turnaround means and what role the community can play to help the students and the community to progress instead of preparing to change programs.

The Normandy Village Elementary recommendation is to convert to a dedicated magnet program for Montessori beginning with Kindergarten in 2017-2018.

- Montessori is very expensive.
- The current principal will be able to provide a lot of training and can support the teachers.
- The utilization is at 56% which allows for space.
- Do siblings have the option to attend the same school? Yes
- This program may draw a lot of Home Schoolers back to public school.
- The boundary would most likely change to Gregory Drive Elementary which is two miles away if Normandy Village Elementary is converted to a Montessori school.
- Hyde Grove Elementary is an option for the Early Learning Center and Grades 3-5 at Hyde Park Elementary.
- We need to know more about the current Montessori programs and how they are structured.

Board Member Shine left the meeting at 1:40 p.m. and did not return.

Chairman Smith Juarez requested data on the diversity of the new conversion schools. How many students who live in the attendance area are attending the new program versus how many are coming from outside the attendance area. Include Eugene Butler and Joseph Stilwell Middle Schools in this request.

Board Member Hall stated when we voted on moving James Weldon Johnson Academic and Career Training Center to West Jacksonville Elementary, we addressed the full service program moving to West Jax. Has this happened? The Superintendent indicated that the full service school was recommended to go to Eugene Butler Middle School. Karen Chastain, Chief of Legal Services, stated she will need to look into the agenda item.

Speakers

Ms. Ashley Smith Juarez, Chairman
Ms. Paula Wright, Vice-Chairman
Ms. Becki Couch, Board Member
Ms. Cheryl Grymes, Board Member
Dr. Constance Hall, Board Member
Mr. Scott Shine, Board Member
Dr. Nickolai Vitti, Superintendent
Ms. Karen Chastain, Chief of Legal Services

STRATEGIC PLAN TARGETS

Attachment: [Strategic Plan Targets updated.pdf](#)

Minutes:

Dr. Vitti, Superintendent, followed up on the Board's recommendation from the last workshop which was to modify the Biology targets and to include the national data for K-2 iREADY data. These were the majority areas of feedback. Discussion followed:

- When a new assessment is introduced, what is the trend across the State that we have seen in new assessments for changes to cut scores after the first year? There is a rate of change on average of about 1%. Over the last four years it has been less than 1%.
- In every area of Math 6-8, both African-American and Hispanic students are losing ground.
- We do not set targets based on subgroups but we do monitor it.
- Exception Student Education (ESE) went from 27 points to 14 points in Reading. ESE is the most concerning subgroup.
- The challenging component is that we are not seeing a great acceleration of narrowing the gap. There are signs of narrowing the gap but not at scale. The emphasis has to be on improving Tier II and III intervention.
- Inclusion teachers will be used in a more strategic way to focus on intervention than we have in the past.
- Chairman Smith Juarez stated a "one percentage point decrease down to 11% percent of African-American students, who were proficient on the Algebra II End Of Course (EOC) exam, when the district made an overall plus one percentage point gain and a three point loss to 18 percentage of African American students, who were proficient on Geometry on the EOC exam, is a five alarm fire".
- Looking at trends, we see a positive trend and improvement with subgroups but the gap is not being narrowed.

Board Member Grymes left the meeting at 2:57 p.m. and did not return.

- The data does not show the urgency in the proposed targets that this data warrants.
- The areas of focus should be to have targets tied to an action plan.

- If the Superintendent has great expectations then why do the targets not reflect this? The Superintendent stated his expectation is to see improvement that goes beyond numbers on a slide. When we create targets we have to use a logical rational way to do it.
- The Board's expectation for setting targets is to see current tracking for growth, action planning that supports the expected progress and when looking at the targets, adjusting for the growth that we want to see for subgroups. Does the target stay the same or would it be different? The district also needs a plan for professional development targets to work with certain students. This will be discussed at the next workshop in September.

Adjournment

ADJOURNMENT

Minutes:

The meeting was adjourned at 3:32 p.m.

CSM

Superintendent

Chairman