



Duval County Public Schools

December 18, 2012, Committee Meeting

Mr. Fred "Fel" Lee, Chairman
Ms. Becki Couch, Vice-Chairman
Mr. Jacon Fischer
Ms. Cheryl Grymes
Dr. Constance S. Hall
Ms. Ashley Smith Juarez
Mr. Ms. Paula D. Wright
Dr. Nikolai Vitti, Superintendent

ATTENDANCE AT THIS COMMITTEE 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 also present.

Call Meeting To Order

[CALL MEETING TO ORDER](#)

Minutes:

The Chairman called the Committee Meeting to order at 9:02 a.m.

Items To Be Discussed

[1. GOVERNANCE](#)

Minutes:

The following items were discussed during Governance. The Chairman shared the purpose of Governance for the new Board members.

Superintendent's Items:

- Draft Legislative Agenda:
 - The Superintendent handed out a Draft Legislative Agenda for the Board to review. He indicated he had e-mailed this to the Board earlier for their review.
 - Board Member Wright asked that the item regarding removal of one letter grade include statistics on how it would impact our schools.
 - Chairman Lee asked that the Superintendent provide the Board with a final version at the January Committee Meeting. Final version will include Statute as it currently reads, along with proposed changes with recommended solution. Financial impact will be included when appropriate.
 - Provide version in every day language for public.
 - Vice-Chairman Couch would like to see an item on Class Size legislation. The Superintendent thinks we can do better on meeting Class Size. There is currently no one at the District level who owns Class Size. He will appoint a staff member to act as a master scheduler.
 - Consensus was to proceed with finalizing the Draft Legislative Agenda.
- Agenda:
 - Dr. Vitti asked if the Board was satisfied with receiving the Draft Agenda in the Friday Board run for review at the Committee meeting. No one had any issues with the current schedule.
 - For staff disciplinary issues, it was the consensus to receive that information seven (7) days prior to the Board meeting. This can be adjusted in the future if needed.
 - The Superintendent will share information with the Board on the current discipline process for employees, along with a staff contact for any questions they may have. Vice-Chairman Couch shared that she would like to see better training for administrators on how to handle discipline for their staff.
- Security:
 - The Superintendent has been looking at security issues at our schools. He has received positive feedback on resources currently provided.
 - SRO's will make more visits to elementary schools. Principals will receive training in January on security measures for their schools. Individual schools will receive additional training as needed.
 - Chairman Lee asked if the Board wanted a letter prepared on their behalf for the Times-Union which relayed our concern with student safety. The consensus was to have this letter prepared.
 - Board Member Hall reminded everyone that safety goes beyond the school walls and that we should look to the City to beef up their watches also.
 - Chairman Lee will ask for a moment of silence at our January Board meeting for those killed in the Newtown, Connecticut, tragedy.
 - Board Member Wright shared that she had spoken to Doug Ayars, Chief Operating Officer, about some of her schools that have shared playgrounds and her concerns for safety. Vice-Chairman Couch indicated she also had schools with shared playgrounds and was also concerned about safety.
- Agenda Review - Consensus was to discuss those items that Board members had

questions on, even if the Superintendent had called them before today's meeting. This may be adjusted as we move forward.

Board Member Items:

- Board Development Meeting:
 - Chairman Lee asked the Board to look at their calendars and decide on a date for the January Board Development meeting. The date of January 25, 2013, from 8:00 am - 12:00 pm was selected. The meeting will be held in Room 613 at the administration building.
 - The Chairman will send out information in January regarding the framework for the meeting.
 - The Strategic Plan will be discussed.
 - Another Development Meeting will be held on January 18, 2013, from 1:00 p.m. to 5:00 p.m., for the Board to do a SWOT analysis on Board-Superintendent relations. The Superintendent will use this information to bring forward a new Strategic Plan at the January 25th meeting. Board Member Hall will work on recommending a facilitator for the January 18th meeting. In the past we have used former Board Member Nancy Broner, as well as FSBA. It was mentioned that former Board Member Betty Burney also performed this function.
- Meeting Times - The Chairman asked if the Board wanted to consider a Saturday morning, or an evening time, for a Board Development meeting. Board Member Wright shared that Board members receive numerous invitations for after hours during the week as well as the weekends, and that this was also the most convenient time for constituents to meet with their Board members, and that our meetings should be held during normal working hours during the week. Board Member Fischer was in support of the suggestion. Board Member Couch was not in favor of a Saturday or evening meeting.
- Workshops - The Chairman asked the Board for direction on Workshops. Two topics discussed to date are the Capital Plan and Charter Schools. After discussion, it was decided that the Strategic Plan and the budget were the two most important topics in the coming months. The Chairman will ask Bonnie to poll the Board and lay out a calendar for the next 90 days which would focus on the Strategic Plan and the budget.

Speakers:

Mr. Fred "Fel" Lee, Board Chairman
Dr. Nikolai Vitti, Superintendent
Ms. Paula D. Wright, Board Member
Dr. Constance S. Hall, Board Member
Ms. Becki Couch, Board Vice-Chairman
Ms. Cheryl Grymes, Board Member
Ms. Ashley Smith Juarez, Board Member
Mr. Jason Fischer, Board Member

[2. JANUARY 7, 2013, DRAFT AGENDA](#)

Minutes:

The Superintendent reviewed the January 7, 2013, Draft Agenda with the Board. Discussion included the following:

- Academics 2 - Approval of Hybrid Strategic Implementation Plan for Andrew Jackson HS for the 2013-2014 School Year
 - Based on data projections, it is expected that Jackson will receive a C or higher, and if this occurs, this item will be removed from the January 7th agenda.
 - If the school exits their current status, it would not be a requirement to continue the contract with Educational Directions, LLC.
 - Board Member Wright requested an update be provided to the Board from Educational Directions, LLC., and the State. The Board has not received a status report in some time.
 - The Superintendent shared that most of the services provided by Educational Directions, LLC, could be provided by District staff
- Academics 3 - Approval of Turnaround Strategic Plan for First Year Priority Schools and Repeating "D" Schools for the 2013-2014 School Year
 - The Superintendent shared that if the schools included in this agenda item improve, they would be removed from the list for the January 7th meeting.
 - Engagement of parents and the community was discussed. The Superintendent stated that he planned to involve the parents and community up front in the process.
- HRS - Minimum Qualifications
 - The Superintendent shared information with the Board regarding several new positions for the January 7th meeting.
 - The positions will be cost neutral through elimination of existing positions.
 - Board Member Wright requested that Ms. Karen Chastain, Chief of Legal Services, provide the Board with information on how the Board can make sure the positions being eliminated are not filled in the future without Board approval.
 - The Board requested that the Superintendent provide an organizational chart showing which positions are being eliminated to fund the new position (s), and why they are being eliminated, as well as salary information.
 - Concern was expressed indicating that the organizational chart looked too top heavy. The Superintendent said that it would be streamlined come phase two of his reorganization this coming June.

Due to time constraints, the Chairman asked the Superintendent to get with individual Board members on the remaining agenda items not discussed at today's meeting. It was agreed that going forward, when a Board member submitted questions on agenda items, they would copy the entire Board, and the Superintendent's response would also be copied to the entire Board.

Speakers:

Mr. Fred "Fel" Lee, Board Chairman
Dr. Nikolai Vitti, Superintendent
Ms. Becki Couch, Board Vice-Chairman
Dr. Constance S. Hall, Board Member
Ms. Paula D. Wright, Board Member
Ms. Ashley Smith Juarez, Board Member
Ms. Cheryl Grymes, Board Member
Mr. Jason Fischer, Board Member

Adjournment

ADJOURNMENT

Minutes:

The Chairman adjourned the Committee Meeting at 11:32 a.m.

BSC

We Agree on this

Superintendent

Chairman