



E-AGENDA MANAGER

## Duval County Public Schools

---

February 16, 2016, Board Workshop and Committee Meeting

Ms. 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 THIS MEETING OF THE DUVAL COUNTY SCHOOL BOARD: All Board Members were present. Dr. Nikolai Vitti, Superintendent, and Karen Chastain, Chief of Legal Services, were also present.

Call Meeting To Order

[CALL MEETING TO ORDER](#)

Minutes: The meeting was called to order at 9:05 a.m.

Items To Be Discussed

[DRAFT AGENDA, MARCH 1, 2016](#)

Minutes:

The Superintendent reviewed the March 1, 2016, Draft agenda with the Board. Discussion included the following:

- Adoption of District-Wide Grades 6-8 English Language Arts Instructional Materials

- o Houghton Mifflin Harcourt Collections was recommended by 70% of the teachers who reviewed over Paths to College Career Readiness (Expeditionary Learning).
- o Teachers agree both curriculums are aligned with standards but Collections was user friendly.
- o Principals believe Expeditionary Learning will benefit students below grade level including students in Title I schools. After having discussion with their Language Arts teachers they will request to use Expeditionary Learning as their main curriculum.
- o Expeditionary Learning will not be adopted. Principals would have the choice to use as supplemental materials.
- o Teachers will address any inaccuracies immediately and publishers will be notified to correct for the following years. Michelle Begley, Internal Auditor, and the subcommittee will work on a recommendation to review the curriculum for truthfulness and accuracy.

Vice-Chairman Wright arrived at 9:19 a.m.

Chairman Smith Juarez asked to have staff send information on the publishing process. The Board Members requested to review the curriculum. Mason Davis, Assistant Superintendent of Curriculum and Instruction, has a hard copy for each grade level available and can provide digital access. He will have it delivered to the Board office.

Board Member Shine arrived at 9:30 a.m.

- o Language Arts teachers would have two sets of professional development. There would be training over the summer for Houghton Mifflin Harcourt Collections and another level of training for Paths to College Career Readiness.

Board Member Grymes arrived at 9:42 a.m.

Board Members expressed concerns with the last sentence in the agenda item not aligning with Board policy. The Superintendent stated it was included to be transparent to the Board. Karen Chastain, Chief of Legal Services, mentioned the sentence could be changed to say "would select Paths as supplemental materials to the core". Chairman Smith Juarez asked if striking the sentence would prevent schools from adopting supplemental materials. The Superintendent stated no it would not prevent supplemental materials being adopted and the sentence could be struck.

Concerns were expressed with purchasing a curriculum that was recommended by 70% of the teachers but would not be used if 70% of the middle schools are Title I and those schools prefer Paths. The Superintendent stated there are some non Title I schools that are disappointed that Paths is not being used. Houghton Mifflin Harcourt Collections is the curriculum being recommended for every school not to exceed \$2,200,000 but there is a possibility Paths is used more

frequently than Houghton Mifflin Harcourt Collections.

- Adoption of District-Wide Grades 6-12 Career and Technical Educations Instructional Materials
- Adoption of District-Wide Grades 6-12 Health Education Instructional Material
- Adoption of District-Wide Grades 6-12 Visual and Performing Arts Instructional Materials
- Adoption of District-Wide Advanced Placement Literature and Advanced Placement Language Instructional Materials

Board Members expressed the same concerns as the above agenda item and having access to review the curriculum. Copies of the curriculum will be sent to the Board office. The curriculum is available digitally but the preferred usage is textbook. There would be no additional cost for digital.

- Application for Renewal of Charter School Contract (Charter) - Renaissance Charter School, Inc. (Duval Charter School at Baymeadows)
- Application for Renewal of Charter School Contract (Charter) - Renaissance Charter School, Inc. (Duval Charter High School at Baymeadows)
- Application for Renewal of Charter School Contract (Charter) - Seacoast Charter Academy, Inc. (Seacoast Charter Academy)
- Application for Renewal of Charter School Contract (Charter) - The Waverly Academy, Inc. (Waverly Academy)

The Superintendent presented his recommendations for each charter school. Each school met with district staff during the renewal process. Staff and the charter schools are able to ask questions and discuss what did not work and what did work and expectations.

- Duval Charter School at Baymeadows is requesting a fifteen-year renewal. The school is a high-performing charter and, because of statute, the state will support a fifteen-year contract. Chairman Smith Juarez wanted the follow-up with the constituent service incident involving the middle school students sent to the Board Members. A meeting was held with the Vice President of Charter Schools USA and the regional director and the issue was resolved. The Superintendent will have the information sent to the Board.
- Duval Charter High School at Baymeadows requested a fifteen-year renewal. The Superintendent is

recommending a five-year renewal. The school is not high-performing charter. There have been concerns with leadership, summer school and operational development.

- Seacoast Charter requested a five-year renewal. The Superintendent is recommending a three-year renewal. Enrollment has been steady but issues with church and state have been mentioned. Board Member Grymes wanted to know the status of the complaints the district received and were they founded and resolved. The complaints were founded and resolved, a district staff coordinator was assigned to the school and monthly visits take place to ensure the plan presented by Seacoast is taking place. The church and school are not located on the same property.
- Waverly Academy requested a five-year renewal. The Superintendent is recommending a one-year renewal. Grades for the school have been down. Enrollment has been stagnant and they are not generating the FTE. There are concerns they could show some financial concerns in the future. If the school does well in the next year, the renewal can be extended for two or three years.
- Adoption of Budget Resolutions January 31, 2016
  - The decrease in revenue for Florida Education Finance Program (FEFP) does not have a negative impact on school programs.
  - There has been a decline in the 3rd quarter calculation regarding FTE but it is recouped in the 4th quarter.
  - There is no effect at the school level. The change is absorbed at the district level.
  - The fluctuation of the counts is reconciled at the end of the year as the budget for the following fiscal year is built.
- 2015-2016 Class Size Compliance Plan
  - There was a scheduling error, information was submitted to the Department of Education (DOE) for clarification on class size for Ribault Middle School and Fort Caroline Elementary. The issue was resolved.
  - Staff administers run reports before the official count is submitted. The reports are submitted to Wendy LeHockey, Chief of Staff, Addison Davis, Chief of Schools, and Iranetta Wright, Region Superintendent. Master principals who are proficient in scheduling help other principals and master schedulers fix any errors before official runs occur.
  - Large number of students in a classroom could be the result

of new student enrollment or two sections being merged and the students have not merged.

- Amendment to the agreement between Duval County Public Schools and Catapult Learning to provide Title I instructional services for private school students
  - Increase of 3,000 students was primarily elementary and middle school.
  - The private schools were able to have individual dollars or pool their dollars. The decision was made to pool their dollars and they were told a Request for Proposal (RFP) would have to be completed.

Board Member Fischer left at 10:43 a.m.

- Some students that are eligible for Title I attend private schools. The private schools receive a portion of the Title I dollars, share \$1,400,000 and provide tutoring services.
- The Superintendent will follow up with the testing that is used to receive data.
- Students can return to the district and receive services through Individuals with Disabilities Education Act (IDEA)
- QZAB II Group 6-D high density wireless at Brookview Elementary School No. 206/DCPS project No. QZAB15-E99960-3206: Construction Contract Award
  - All QZAB I projects are complete. QZAB II projects should be complete by the beginning of the school year.
  - Focus is on middle school and move them to a one-to- one device ratio.
  - High schools at the core level will have TV monitors and response clickers. Transformational schools will be wireless, the cores would have interactive white board, one-to-one devices and audio.
  - QZAB is being funded by additional capital dollars. TPHD projects are being funded with other funds for the 17 non-Title I schools.

Chairman Smith Juarez requested a standing BMR to include a supplemental material schedule of implementation and current status of the items.

- Schultz Center for Teaching and Leadership - Agreement to Use
  - The current contract with the Schultz center is due to end

2020-2021, the Superintendent will verify the exact date.

- The district pays rent, facilities, utilities and maintenance on a building we own.
- Moving forward when the contract expires, there may be an opportunity to take greater ownership of the building and renegotiate the current contract.
- General Banking Services
  - The contract with Bank of America was for five years with the option of five one-year renewals.
  - The process is to go through purchasing for another RFP, so there is continuity of services. The decision to continue renewal was based on the performance of the contractor and pricing.
  - The net expenditures have been under the \$75,000 threshold but because the contract is a pay as you go, the fees could surge and to prevent having to come back for ratification the request is to increase the contract amount to \$150,000.
  - The different totals from year to year are created but the fees that we incur and interest gains for the same accounts and activity.
  - Bank of America is the only bank with this contract.

Speakers:

Ms. Ashley Smith Juarez, Chairman  
Ms. Paula D. Wright, Vice-Chairman  
Ms. Cheryl Grymes, Board Member  
Mr. Scott Shine, Board Member  
Dr. Constance Hall, Board Member  
Ms. Becki Couch, Board Member  
Mr. Jason Fischer, Board Member  
Dr. Nikolai Vitti, Superintendent

Board Member Shine left at 11:00 a.m.

## MIDDLE SCHOOL REFORM PLAN

Minutes:

Board Members Fischer and Shine returned at 11:14 a.m.

Dr. Vitti presented the Middle School Reform Plan, the PowerPoint presentation is attached to the minutes. Discussion included the following:

The main focus for the middle school level is leadership development and also a focus on technology programming.

- 8th and 9th grade students will have the option to take Algebra to fulfill the requirement for access to Stanton and Paxon .
- There are some schools that offer geometry through virtual school and a math or district coach.
- Big Brothers and Big Sisters is the only mentor program being offered.
- A new tool has been created, school grade calculator, to run simulations for comparison for 2013-2014 and 2014-2015. Regional Superintendents will meet with principals to see the differences between the two and see the gaps and the number of points needed to move to the next grade level or maintain at the same level.
- There are some middle schools that offer drug-free clubs. Research would have to be done to see which schools do or do not offer the clubs.
- Fort Caroline will be able to participate in the magnet program and this will be considered the first wave of recruitment. The second wave will be the special transfer process. Auditions would occur in the spring for only 6th grade students. Rising 7th and 8th grade students will have the option to stay at Fort Caroline.
- A plan will be included to incorporate the transition of rising 6th and 9th grade students.
- Teaming is being used at Landmark but one of the challenges has been meeting class size.
- Currently the only support for students entering Algebra are teachers staying after school. Principals are using after school money to pay teachers. Summer programs could be a solution. The Superintendent will follow up with Parent Connection and the precollege program at Florida State College of Jacksonville (FSCJ) for support.
- To create diversity and reach all students in the mentoring program, smaller organizations should be given the opportunity as long as they follow the current standards set in place.
- The district would like to ensure every middle school student is linked

to a program outside of the core academics.

Meeting recessed for lunch at 12:24 p.m.

### BOUNDARY RECOMMENDATIONS

Minutes:

Meeting reconvened at 12:55 p.m., Vice-Chairman Wright did not return.

The Superintendent presented a PowerPoint presentation and update on the boundary changes. The presentation is attached to the minutes. Discussion included the following:

Northwestern Middle School and North Shore Elementary are not included on this list of boundary changes.

- A. Phillip Randolph
  - Students can receive certifications once they complete the program.
  - Follow up with David Long of Miller Electric Company, W.W. Gay and JEA about apprenticeship programs.
  - Marketing, explanations, and mentors would have to be used to market and recruit the programs.
  - The name of the school will be reworded not to include vocational.
- First Coast High School & Oceanway Middle School
  - There will not be anything presented to the Board regarding First Coast High School and Oceanway Middle School.
  - Utilization will be reviewed as the community grows.
- West Jacksonville Elementary & S.P. Livingston
  - The working groups only consisted of West Jacksonville and S.P. Livingston. Annie Morgan, Ruth Upson, Central Riverside and G.W. Carver were not represented on the working groups.
  - Chairman Smith Juarez requested clarification from Ms. Chastain, Chief of Legal Services, regarding policy on boundary change and engagement from Annie Morgan, Ruth Upson, Central Riverside and G.W. Carver.
  - Board Member Couch requested the current utilization for Annie Morgan, Ruth Upson, Central Riverside and G.W. Carver.
  - Board Member Hall and Couch requested verification on the usage of allowing Edward Waters College (EWC) to have full access to JWJ-ACT and they will not be using it for a charter school. The Superintendent stated if that is the case he would not recommend leasing the building to EWC.

Board Member Fischer left at 1:35 p.m.

- The Superintendent will look into Pinedale Elementary being an

- option to receive students instead of Ruth Upson.
- If all students attend the recommended receiving schools, the utilization for Annie Morgan would be 92%, Ruth Upson 99%, Central Riverside 94% and G.W. Carver would be 77%.
- Chairman Smith Juarez requested to see all the maps of the schools, how things will change the utilization and how the change would change being in compliance with the boundary change policy.

Board Member Fischer returned at 1:51 p.m.

- R.L. Brown
  - The Superintendent will present the Board with information on Susie Tolbert becoming a dedicated magnet.
  - Project Lead the Way would be embedded but with a name change.
- Long Branch & John Love Elementary
  - Chairman Smith Juarez requested the cost breakdown for the transportation for the differences between the 1 mile and 1.5 mile.
- Andrew Jackson
  - Board Member Couch would like the Superintendent to look at the impact robotics program and calling it early college/dual enrollment would have on Lee High School and the coding program offered at Kirby.
  - There will be no entry requirements for enrolling at Andrew Jackson.

Board Member Fischer left at 2:42 p.m.

- The Superintendent will look into the marketing plan to create diversity in enrollment for women, African Americans and Latinos.

Board Member Grymes left at 2:44 p.m.

- Ms. Chastian clarified the boundary policy, stating if it is the receiving school you may be represented but being the receiving schools there are no programmatic changes being made.

## CURRICULUM AUDIT

Minutes:

Curriculum Audit

Michelle Begley, Board Internal Auditor, has researched some firms and contacted Purchasing regarding the cost. The audit could take about 6 - 8 months depending on how broad of a scope the Board would require. The

Board could request to look at the curriculum as it is defined by the Board, look at Board policy, resource allocation, implementation and professional development. The firm would spend a week interviewing teachers, the Board and parents. The depth of the scope would determine the cost.

Purchasing has suggested using an Invitation to Negotiate (ITN) because it is a shorter process. Ms. Begley will work with Purchasing to develop the ITN, but will need direction from the Board.

Ms. Begley will send examples of what the firm offer. She will also contact other firms and send links to their websites.

Board Members Hall and Fisher volunteered to be part of the subcommittee but any Board Member can attend. They will meet with Ms. Begley to develop recommendations to bring to the Board. Ms. Begley will copy the Superintendent on information and he will disperse to staff. The Board will develop the scope and the ability to start the process for the Invitation to Negotiate (ITN).

Vice-Chairman Wright arrived at 2:55 p.m.

Agenda Software

Ms. Begley is working with the vendor, SuiteOne to create a contract. Once the purchase order is placed it could take about 2 - 3 weeks for implementation to start. They will rollover all data for a total of \$3,000 for 13,500 documents. The proposal is about \$21,000 for everything. The price includes onsite training for the Board, Board office and staff. Ms. Begley will coordinate with Wendy LeHockey, Chief of Staff, for scheduling of staff. An update will be sent to the Board once the project starts. The new system will run parallel with eAgenda for a few meetings. If the contract is completed soon, the process could start maybe the end of March.

Adjournment

[ADJOURNMENT](#)

Minutes:

The meeting adjourned at 3:02 p.m.

NS

---

Superintendent

---

Chairman