



# Duval County Public Schools

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February 9, 2016, Board Workshop

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 Ms. Karen Chastain, Chief Officer of Legal Services, were also present.

Call Meeting To Order

[CALL MEETING TO ORDER](#)

Minutes:

The meeting was called to order at 9:25 a.m.

Items To Be Discussed

[GOVERNANCE](#)

Minutes:

Conference call with Dr. Moses, Superintendent's Coach.

A conference call has been scheduled with Dr. Moses to discuss the type of feedback the Board will receive and the timing of feedback. Vice-

Chairman Wright stated she would like to be part of the conference call. A meeting notice will be posted and all Board Members will be invited.

#### Upcoming workshop changes

Chairman Smith Juarez suggested moving the April 12, 2016 ,to March 31, 2016. This will give staff additional time to give feedback between workshops. She also suggested moving the May 17, 2016, Board workshop and Committee Meeting to May 23, 2016.

Vice-Chairman Wright left the meeting at 9:29 a.m. and returned at 9:34 a.m.

#### Public Records and Protocol

Karen Chastain, Chief of Legal Services, explained the process for public records requests. When a request comes in, the request is confirmed, clarified and acknowledged. If the request relates to the Board Ms. Chastain's office coordinates with Michelle Begley, Internal Board Auditor. When extensive gathering of records is needed, the cost is communicated.

Vice-Chairman Wright requested a Twitter account be set-up for her.

Board Member Couch voiced her concerned with her text messages and e-mails that were given out before she received a copy. She also requested someone from Legal go through the text messages and e-mails before they were given out in order to remove personal messages not related to Board business. Board Members need to know what is being sent.

Chairman Smith Juarez requested Ms. Chastain work on a protocol-based on the conversation that was discussed at todays meeting. This information will be distributed to all Board Members. Ms. Chastain indicated the information will be communicated in a memo.

#### District Phones

Board Member Grymes requested a staff report on the phones. The Superintendent stated he is ready to move forward on the phones. Two Board Members indicated they would like a phone, Vice-Chairman Paula Wright and Cheryl Grymes.

#### Capacity Analysis of the Board Office

Board Member Wright indicated that Michael Casserly, Executive Director Council of Great City Schools is reviewing a draft of the Board Office capacity.

#### Limiting Time to Speak

Ms. Chastain indicated that there are several options. The following suggestions were made:

- Do nothing.
- Waive the rule.
- Set a criteria.
- Refer the issue back to a committee.

Board Member Shine stated since the Superintendent answers many questions by email to Board Members we should not ask the same questions at the meetings. He indicated that speaking twice in 10 minutes is enough time. Board Member Grymes agreed. She stated we have all the time we need to obtain information before the meetings.

Board Member Couch stated the Chair could reference the policy which states the Board Members should respect each others time and no Board Member will dominate the conversation during the Board meeting. This policy has not been used. She is not in favor of limiting debate.

Vice-Chairman Wright indicated that the reason for asking questions is for the public as well as to obtain answers for ourselves. The media and the public have complained that we are not sharing enough information with the public at the meetings. This is our opportunity to share.

Board Member Fischer indicated that we do need to have some structure concerning a limited time to speak.

Chairman Smith Juarez asked the Board if anyone would be interested in exploring something to supersede Roberts Rules. She asked Ms. Chastain to look at other districts and bring it to a Policy Handbook Review Meeting.

#### Capital Presentation

Board Member Couch indicated that Carol Bracy, lobbyist, has requested a letter be sent from the Superintendent to the Duval Delegation concerning capital. The Superintendent stated the letter will go out today. Chairman Smith Juarez asked Board Member Shine as our legislative liaison to work with the Superintendent to communicate the message.

#### Community Visioning Meetings

Chairman Smith Juarez stated the next meeting is Thursday, February 10, 2016. This was discussed under governance in December and requested feedback from the Board. Board Member Wright indicated the purpose of the meeting is to give our constituents their version of a 21st century school district. We gave out three questions and they gathered in groups to discuss the questions. Board Member Grymes stated she did not know about the meetings. She feels it is a great idea but is concerned that this was not done as a Board and she was not notified. All Board Members will receive an Outlook invite for future meetings. We will discuss this further at the March 8, 2016, Board Development Meeting.

### [STRATEGIC PLAN OVERVIEW](#)

Minutes:

The Superintendent indicated that the three remaining targets for the Strategic Plan targets have been completed and are in the presentation. A summary of the targets were provided to the Board. Discussion included the following:

- Graduation Rate - We dropped in both reading and math readiness.

Principals were not pushing these subjects because it was not part of the high school grade. We did not meet the target but we did a better job of graduating at-risk students even though they were not college ready.

- Summary of our targets. The district met 62% of the targets that were set for 2014-2015.
- Effectiveness of iREADY and Achieve3000 - Looking across the board with the exception of 8th grade math, which is an anomaly because of 8th graders taking algebra, you see a high level of Florida Standard Assessment (FSA) results as far as efficiency. Why is algebra not separate? iREADY is set for pre-algebra.
- Last year at this time none of our KG-5 grade students were above the national average in KG-5 grade math. We are now at or above the national average. Last year Kindergarteners were not exposed to EngageNY.
- Middle school math is a struggle. We began to use iREADY mid-year. Nationally every district is struggling.
- To support math, we need to create enrichment classes.
- The district will need to add professional development classes to focus on curriculum.
- Exceeding the National average in reading for KG-2nd with iREADY scores. Phonics instruction needs to be strengthened for next year.
- Professional Development is needed to teach phonics. The district is working on a contract with all teachers to work with multi-sensory intervention.
- 25 schools are in the early stages of facing state sanctions. Some of these schools have been recommended for boundary changes. All of these schools have been provided strategies especially in the last two years.
- The only data available for math and reading is iREADY and Achieve3000 that correlates FSA.
- Duval County has less D and F schools than the state average.
- In 2014-2015 the Turnaround school plans did not go to the Board because it was a year of hold harmless.
- The root cause of the change in school grades was the change in proficiency level. Every grade level in reading and math dropped an average 10-15 percentage points. Writing was also redefined.
- The Superintendent indicated that he does not feel the average parent is concerned with school grades with all the changes at the state level.

Dr. Vitti will be proposing a reduction in district coaches, which has been

done the last two years. He will also be presenting a gifted and talented plan to the Board coupled with escalation. We need to look at how we recruit gifted students in the future.

The consensus of the Board was to receive a quarterly report on Turnaround schools. The report needs to be broken out specifically for Turnaround schools not embedded in other reports. The report should include vacancies, baseline and mid-year data.

#### Speakers

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

## ETHICS

#### Minutes:

Carla Miller, Ethics Director for the City Of Jacksonville, has been involved with the City of Jacksonville's ethics program for 20 years. She chaired the Jacksonville Ethics Commission and helped write the City's ethics code under Mayor Delaney in 1998. Kirby Overdorfer, Deputy Director, City of Jacksonville Ethics Commission is the only staff member for the Consolidated City of Jacksonville. Ms. Miller presented a PowerPoint which is attached to the minutes. Discussion included the following:

- Challenges in Ethics Education.
- Trust in Government.
- Purpose of Government Ethics.
- Purpose of Learning about Ethics.
- Rules.
- Disclosures - Gifts.
- Voting Conflicts- If it could benefit you, someone you work for or a relative.
- Florida Sunshine Laws.
- Public Records.

Board Member Grymes asked Ms. Miller how she would define public location for meetings. Locally, it is defined by a public location. If it is not, it should be approved by the Ethics office ahead of time. The location should be accessible to the public.

Vice-Chairman Wright requested the schedule for ethics training.

Ms. Chastain and Ms. Miller are working on new codes as it relates to the

Board. One thing that has changed is a combined amount of \$250.00 for gifts. The Board would like to schedule another presentation when the update to the codes have been completed.

Speaker

Ms. Ashley Smith Juarez, Chairman  
Ms. Paula Wright, Vice-Chairman  
Ms. Cheryl Grymes, Board Member

BUDGET

Minutes:

Chairman Ashley Smith Juarez asked the Board what they would like to see emphasized in the budget development process. An annual investment report was handed out to the Board Members along with Best Practices in School Budgeting. Questions may be emailed to Michelle Begley or she will direct questions to Latrell Edwards, Chief Officer Financial Officer, or Business Services. Discussion included the following:

- The minimum level of reserve required by statute is 3%.
- Current policy on the budget.
- Consider setting a minimum reserve.
- Budgeting philosophy.
- Budget priorities.

Board Member Couch left the meeting at 3:55 p.m. and did not return.

Vice-Chairman Wright left the meeting at 3:57 p.m. and did not return.

Board Members indicated the need for the following information or questions for the budget discussion:

- What impact are the programs making and where are they going?
- What other sources of income does the district receive?
- How do we enhance professional development?
- How do we turn Media Centers into possible technology centers?
- What creative ways can we use Media Centers?
- Requested a spreadsheet with investments from outside vendors to include who they are, what the investment is and where the money is going.

Dr. Vitti, Superintendent indicated that the biggest outside partners are Achievers for Life, Team Up, The Bridge, City Year, Community in Schools.

Speakers

Ms. Ashley Smith Juarez, Chairman  
Mr. Jason Fischer, Board Member  
Dr. Constance Hall, Board Member

Mr. Scott Shine, Board Member  
Ms. Cheryl Grymes, Board Member

Adjournment

ADJOURNMENT

Minutes:

The meeting was adjourned at 4:25 p.m.

CSM

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Superintendent

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Chairman