



Duval County Public Schools

January 8, 2016, Policy Handbook Review 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 THE MEETING OF THE DUVAL COUNTY SCHOOL BOARD: Chairman Ashley Smith Juarez, Vice-Chairman Paula Wright, Board Members Constance Hall and Becki Couch were in attendance. Committee Members not in attendance were Cheryl Grymes and Jason Fischer. Ms. Karen Chastain, Chief of Legal Services, was present.

Call Meeting To Order

[CALL MEETING TO ORDER](#)

Minutes: The meeting was called to order at 9:02 a.m.

Items To Be Discussed

[FREEDOM OF SPEECH](#)

Minutes:

Sonita Young, Assistant Superintendent, Human Resource Services, drafted a policy for review which was requested by Board Members Shine and Fischer. The request is in response to employees who

write letters and blogs to the editor about the district that may impair the operation of the district. Discussion included the following:

- Adding language to the Employee Handbook.
- Providing information through employee orientations.

The consensus of the Committee was to provide information at employee orientations in place of adding a Board Policy.

The Policy Handbook Review Committee directed Karen Chastain, Chief of Legal Services, and Dana Kriznar, Assistant Superintendent, Strategic Planning, to craft an e-mail to the entire Board concerning the Committee's recommendation.

Speakers:

Ms. Ashley Smith Juarez, Chairman
Ms. Becki Couch, Board Member
Dr. Connie Hall, Board Member
Ms. Paula Wright, Vice-Chairman

[CHAPTER 6](#)

Minutes:

Policy 6.47 - Dana Kriznar, Assistant Superintendent, Strategic Planning, reviewed questions from the prior Policy Handbook Review Committee Meeting. Discussion included the following:

- Will working from home be recorded as Temporary Duty Elsewhere (TDE)? Another type of leave has been created for this purpose.
- How will the district monitor employees as far as working within their job description for a specific job? It will be determined through reporting.
- Will the district have additional cost associated with working from an alternate work location? Wording has been added to indicate the district will not be responsible for any costs associated with the alternate work schedule.

Sonita Young, Assistant Superintendent Human Resource Services, drafted the original policy which was created to address the rare occasions where it would more efficient to work from home. The changes to the existing policy outlines the specifics of alternate work assignments.

This policy will come back to the Policy Handbook Review Committee for further review.

Speakers:

Ms. Ashley Smith Juarez, Chairman
Ms. Becki Couch, Board Member
Dr. Connie Hall, Board Member
Ms. Paula Wright, Vice-Chairman

Policy 6.73 - Dana Kriznar, Assistant Superintendent, Strategic Planning, indicated that at one of the Board Workshops she had a request for the Superintendent to provide a quarterly report of personnel incidents referred to Professional Practices. Discussion included the following:

- Should the wording be The Superintendent will submit to the Board a quarterly report of the number of personnel incidents "referred" or "completed" to Professional Practices.

The consensus of the Committee was to add "The Superintendent will submit to the Board a quarterly report of the number of personnel incidents completed to Professional Practices," at the end of this policy.

This policy is ready for Board approval in March.

Speakers:

Ms. Ashley Smith Juarez, Chairman
Ms. Becki Couch, Board Member
Dr. Connie Hall, Board Member

[CHAPTER 2](#)

Minutes:

Policy 2.30 - Karen Chastain, Chief of Legal Services reviewed the current policy. Discussion included the following:

- This section needs to be rewritten to add more wording concerning Board training.
- Need to utilize the organizations the Board belongs to.
- The tone and value of training should be added.

Board Member Hall will work with Karen Chastain, Chief of Legal Services, and Dana Kriznar, Assistant Superintendent, Strategic Planning, to craft language to be brought to the Committee in March.

Speakers

Ms. Ashley Smith Juarez, Chairman
Ms. Becki Couch, Board Member
Dr. Connie Hall, Board Member

[CHAPTER 1](#)

Minutes:

Policy 1.30 - Dana Kriznar, Assistant Superintendent, Strategic Planning, reviewed recommendations from Board Members Shine, Hall and the Superintendent. Discussion included the following:

- Decentralization language referred to in Board Member Hall's recommendation would fit better in Board Policy 2.19
- The plan should include how we will shift to each plan.

Dana Kriznar, Assistant Superintendent, Strategic Planning, will send the Board a draft of the recommended revisions to the Theory of Action for review. This policy will come back to the Policy Handbook Review Committee Meeting in March.

Ms. Ashley Smith Juarez, Chairman
Ms. Paula Wright, Vice-Chairman
Ms. Becki Couch, Board Member
Dr. Connie Hall, Board Member

Adjournment

[ADJOURNMENT](#)

Minutes:

The meeting was adjourned at 11:22 a.m.

CSM

Superintendent

Chairman