



Duval County Public Schools

June 18, 2013, Board Workshop

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 WORKSHOP 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 Board Workshop to order at 12:18 p.m.

Items To Be Discussed

[1. GOVERNANCE](#)

Minutes:

The following items were discussed:

- The Chairman confirmed the following dates with the Board:

- The July 18, 2013, Committee Meeting will be moved to July 23, 2013, which is the backup meeting date for July.
- We also need to have a Special Meeting on July 18, 2013, to authorize the ad for the tentative budget. It will be the first order of business for the day. The time for this will be 8:30 a.m.
- We will have a Special Board Meeting on July 30, 2013, for a public hearing on the millage rate and tentative budget. This meeting will start at 5:05 p.m.
- The Chairman updated the Board on the upcoming Chamber trip to Charlotte-Mecklinberg. After speaking with Karen Chastain, it appears that obtaining sponsorship for Board members to go on the Chamber trip would not be a good idea due to legal issues. If any Board member is interested in going, they should contact Bonnie or Linda as soon as possible, as the cut off date for the trip is coming up soon.
- The Chairman reminded the Board members to bring in their evaluation matrix 30 minutes prior to the Special meeting this Thursday, June 20th, to Michelle Begley, so that she can compile the matrix for the Superintendent's evaluation prior to the start of the 9:00 a.m. meeting.
- The Chairman asked the Board if they wanted their names on the Superintendent's evaluation matrix, or if they wanted A, B, C, etc. The consensus was to put their names by their scores.
- Board Member Grymes asked if the items on the July 25, 2013, Board Workshop are from their priority list, as she will be out of town that day. The Chairman indicated they were.
- The Superintendent asked if he could substitute an ESE update for the Technology update on the June 25, 2013, Board Workshop. Board Member Juarez thought it was important to stick with the topics in priority order as determined by the Board. The majority of the Board agreed we should stay with the topics already set for the meeting.
- Board Member Hall asked that when we schedule updates, that we group key elements together. Vice-Chairman Couch indicated that these updates could count as the Quarterly Updates required by Board policy.

Speakers:

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

2. BUDGET

Minutes:

The Superintendent shared a PowerPoint with the Board on the Budget. A copy is attached to the Minutes. Discussion included the following:

- The Superintendent suggested that the PowerPoint be used when speaking to the public and groups regarding the budget. Some refinements will be made as we near finalizing the budget figures.
- The vacancy report does not include Cabinet add ons. All schools should be fully staffed by the start of school. Areas for recruitment include Music and Art teachers, especially at the elementary level.
- CTE teachers - some are certified and some are not.
- PE teachers who also teach Health need a dual certification in both areas.
- Board Member Juarez asked about the decline in the number of basic teachers at the school level, and if we look at needs as well as basic positions. She also asked if there are courses previously offered that will not be offered for the coming year. The Superintendent indicated that staffing was aligned with the master schedule. If a school indicated a need for an additional teacher for a particular subject, then they were given a Cabinet add on. Some courses may have been taken off the table.
- The Superintendent was asked to e-mail the presentation to the Board.
- Media Specialists - does not account for Cabinet add ons. Numbers will change as we get closer to the start of school. The Board will be provided with an update.
- Vice-Chairman Couch asked about the Staffing Allocation plan. When comparing to the previous versions, elementary is losing a basic position, middle schools also, however, high schools have a significant loss in their teacher allocation. She asked why the significant change. The Superintendent indicated that allocations were based on FTE. They also looked at how they purchased positions. Some teachers only taught one class and performed other duties during the day. There will also be less staff walking the halls at schools.
- Funding for Cabinet add ons comes from the General Revenue budget and SAI funds. Last year this total was around \$7 million. It is about half that for the coming year.
- Vice-Chairman Couch talked about a presentation at the FSBA conference last week in Tampa and virtual school enrollment. She shared that they used Duval as an example. The information provided indicated that some districts will look like they will decrease enrollment because of virtual, but will actually increase, and that Duval could increase by 900 students. The Superintendent indicated that this could be due to students shifting from Florida Virtual to Duval Virtual. Staff will be trained to encourage students to choose Duval Virtual.
- Board Member Wright shared her concern regarding the statement that less staff would be walking the halls. At schools like First Coast, where the campus is large and stretched out, the halls need to be monitored. The Superintendent indicated that the First Coast principal, as well as other principals, shared this same concern. These issues will be addressed through Cabinet add ons. The staffing panel consisted of Wendy LeHockey, Fred Heid, Andrew Post, LaTrell Edwards, and the appropriate Regional Chief.
- Vice-Chairman Couch asked about schools eliminating courses offered for the coming year and having fewer basic teachers, and if this was a disincentive to use

flexibility to staff a Media Specialist. If they do not have a Media Specialist, who will perform the work? The Superintendent shared that a lot of middle and high schools have function in the past without a Media Specialist. Sometimes it would be a teacher who performed the tasks, sometimes a clerical position. He will have to go back and ask each school how they have handled this in the past.

- Vice-Chairman Couch asked about the Security Guard position and the job description, as well as the permanent substitute position. The Superintendent shared that the permanent substitute would be staffed through Kelly Services. The job description would be the same for the Security Guards.
- Board Member Fischer also asked about the Security Guard position, asking if you have an allocation for 2 and only need 1, do you have any flexibility. The Superintendent indicated that they have offered flexibility in this area. They can select a full time Media Specialist or combine funds from another area for an additional teacher.
- Board Member Juarez asked if data drove the decision for the full time substitute position. The Superintendent said that in the past there would be a teacher who would always go to the same school. This would guarantee them to that school. Board Member Juarez suggested that smaller elementary schools might be able to share this position.
- Board Member Juarez asked about moving clerical staff from the District into the schools. The Superintendent stated that this had been discussed, but none have been reassigned to schools to date. There are collective bargaining issues involved and they are still looking at this.
- We are not using Cabinet add on for Media Specialists.
- Board Member Grymes asked about how we project FTE. Mr. Steve Bright, Director of Business Services, indicated that it is the same as in the past - DOE has software that helps determine the FTE for the District. For individual schools, you review the history and make a projection.
- The Chairman asked the Superintendent to prepare a budget statement for review by the Board. It should be about a paragraph, and should explain the positions of what we are doing for the coming year.
- Board Member Grymes asked about the Capital budget. Mr. Doug Ayars, Chief Operating Officer, shared that the information provided was from the 5-Year Plan. Of the \$42 million, \$16 million is for Douglas Anderson. We are receiving zero dollars for PECO this year. Chairman Lee asked that the Board be provided with a breakout for Capital similar to that for the General revenue. The information should include the Capital transfer dollars.
- Board Member Hall asked about marketing plans for the first day of school. The Superintendent indicated that the Community and Family Engagement staff, along with Communications staff, were working on a back to school event for the community. They will also engage each Board member regarding their particular community.
- Board Member Fischer asked if there would be a change in the Millage rate. The Superintendent indicated there would be no change.

Speakers:

Mr. Fred "Fel" Lee, Board Chairman
Dr. Nikolai Vitti, Superintendent

Ms. Cheryl Grymes, Board Member
Ms. Paula D. Wright, Board Member
Ms. Sonita Young, Chief, Human Resource Services
Dr. Constance S. Hall, Board Member
Mr. Stephen Bright, Director, Business Services
Ms. Ashley Smith Juarez, Board Member
Ms. Becki Couch, Board Vice-Chairman
Mr. Doug Ayars, Chief Operations Officer
Mr. Jason Fischer, Board Member

Adjournment

[ADJOURNMENT](#)

Minutes:

The Chairman adjourned the Board Workshop at 1:53 p.m.

BSC

We Agree on this

Superintendent

Chairman