



E-AGENDA MANAGER

## Duval County Public Schools

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May 18, 2016, Policy 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 and Board Member Scott Shine were in attendance. Committee Member not in attendance was Board Member Constance Hall. 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 9:21 a.m.

Items To Be Discussed

[CHAPTER 3](#)

Minutes:

Kelly Coker-Daniel, Assistant Superintendent, Accountability and Assessment, spoke to the flexibility to the District Calendar regarding testing. Discussion included the following:

- 3.16 - School Calendar
  - Continue to set calendar for three years but add language to make minor modifications to the calendar regarding testing dates.
  - Need to have flexibility for early release dates because Exceptional Education Students (ESE) cannot be tested on those dates.
  - Any minor changes to the calendar would be made prior to the commencement of the next school year.
  - The Calendar Committee convenes every three years in the fall prior to the end of the third year.
  - Make changes to define the meaning of a "minor revision".
  - Create an agenda item and bring revised policy to the Board Workshop in June for a vote in July.
  - Update the language in "III" to align with State Statute.
  - Create more precise language in "I" concerning when the Committee will convene.

Chief Micheal Edwards, Chief of Police, and his staff reviewed these policies. Addison Davis, Chief of Schools, spoke to following policies. Discussion followed:

- 3.40 - Safe And Secure Schools
  - Add language to indicate coordination of safety procedures with school police. The Committee agreed this should be added to the Code of Student Conduct, not Board Policy.
  - Eliminate added language in Section "II. B.", align language in Section "II. E.", with FS 790.115. This policy will be brought back to the Committee.
- 3.42 - Alcoholic Beverages And Behavior-Modifying Substances
  - Karen Chastain, Chief of Legal Services, will work with Addison Davis, Chief of Schools and Dana Kriznar, Assistant Superintendent, Strategic Planning, to clarify the procedures regarding use of alcohol and drugs. Chairman Smith Juarez suggested that if there is State Statute governing the use of alcohol and drugs we need to refer to that State Statute. This policy will come back to the Committee.
- 3.44 - Disruptions At School District Functions
  - Add language that if someone is interfering or being disruptive during a school function and does not cease when addressed they will be subject to arrest. This policy will come back to the Committee.

#### Speakers

Ms. Ashley Smith Juarez, Chairman

Mr. Scott Shine, Board Member

Ms. Karen Chastain, Chief of Legal Services

Ms. Kelly Coker-Daniel, Assistant Superintendent, Accountability and Assessment

Mr. Addison Davis, Chief of Schools

Ms. Dana Kriznar, Assistant Superintendent, Strategic Planning

## CHAPTER 4

Minutes:

Dana Kriznar, Assistant Superintendent, Strategic Planning, sent the last version of Policy 4.10 regarding curriculum flexibility to the Board for review. Discussion included the following:

Vice-Chairman Paula Wright arrived at 10:08 a.m.

Chairman Smith Juarez indicated that this item is being reviewed again because there were questions as to how the core curriculum versus supplemental materials are defined in Board Policy. Also whether or not core means universal application or if a supplemental curriculum could be used in place of the core and what flexibility was given to schools. Mason Davis, Assistant Superintendent, Curriculum and Instruction, stated there are ways to supplement the core.

- 4.10 - The Curriculum
  - Vice-Chairman Wright asked the following questions: How will the District provide, monitor and include different offerings for each culture and how can we see it? Mason Davis stated this is done during the initial review process with focus groups but it is not explicit. He suggested adding the information to each plan and referencing the materials on the website.
  - The Chairman asked for the policy to define how core versus supplemental materials are practically used based on the language that has been approved. Mason Davis explained the core instructional materials that are delivered in the core contain areas which are what you receive in your whole group lesson if you were in English Language Arts (ELA), reading, math and science. The supplemental materials can be used in an enrichment classroom or through small group lessons.
  - Mason Davis indicated that there is a form that can be submitted to the district to allow supplemental materials to be used to replace the core. If supplemental materials align with the core, a request from the school would be honored. He has not received any requests. No need for additional changes. Policy will stand as is.

### Speakers

Ms. Ashley Smith Juarez, Chairman

Ms. Paula Wright, Vice-Chairman

Ms. Karen Chastain, Chief of Legal Services

Ms. Dana Kriznar, Assistant Superintendent, Strategic Planning

Mr. Mason Davis, Assistant Superintendent, Curriculum and Instruction

## SELECTION AND APPOINTMENT OF SCHOOL-BASED ADMINISTRATORS

### Minutes:

Sonita Young, Assistant Superintendent, Human Resource Services, could not attend the meeting but did provide the procedures the District is currently using. This is a proposed policy that came from a constituent. Iranetta Wright, Duval Transformation Office (DTO), and Addison Davis, Chief of Schools, explained the current procedure. There is no current policy. Discussion followed:

- The District has five leadership pathways to become an Assistant Principal or Principal.
- Vice-Chairman Wright asked when the last time the District went to a school to do a site analysis. How do we monitor the selectees to see if they are a good fit? Addison Davis indicated that recently staff went to Kirby Smith Middle School to do a site analysis because the current principal was going to retire. This is not a consistent process. Iranetta Wright explained the Summer Principals Academy (SPA) program is a very open process. We start with a screening process with District-level staff. There is also a screening process at Columbia. These are the two levels of screening but the District makes the selection as to who will go into SPA.
- The School Advisory Council (SAC), Parent Teacher Association (PTA) and Duval Teachers United (DTU) are always included in the process of screening for Assistant Principal and Principal. They are also a voting member of the screening process.
- Vice-Chairman Wright's concern is that the process be consistent concerning placement of new Assistant Principals and Principals.
- Staff will revise procedures for the next subcommittee meeting and bring it back to the subcommittee in September.
- Karen Chastain will need direction from the subcommittee to work on what may be Board Policy versus an administrative procedure. Vice-Chairman Wright is interested in Principal vacancies. We should know how many principal vacancies and retirements we may have. A plan of action should be in place for the process to be completed. Addison Davis stated he does have a forecast for vacancies.

### Speakers

Ms. Ashley Smith Juarez, Chairman

Ms. Paula Wright, Vice-Chairman

Ms. Karen Chastain, Chief of Legal Services

Ms. Dana Kriznar, Assistant Superintendent, Strategic Planning

Mr. Addison Davis, Chief of Schools

Ms. Iranetta Wright, Duval Transformation Office (DTO)

[CHAPTER 2](#)

Minutes:

This policy will be part of the discussion on the Reform Policy on Monday May 23, 2016.

Other Topics

Board Member Shine expressed his desire to create a policy statement from the District to disregard the Justice Departments directive concerning President Obama's directive on Title IX. The Chairman indicated that we will be scheduling a meeting with the entire Board to discuss the pending litigation. Karen Chastain will review all the documents and work with the Office of General Counsel (OGC).

Adjournment

[ADJOURNMENT](#)

Minutes:

The meeting was adjourned at 11:12 p.m.

CSM

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Superintendent

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Chairman