

**MINUTES**  
**Monthly Work Session**

**MEETING:** February 21, 2017

**PRESENT:** Board Members: Caroline Zucker, Chair; Bridget Ziegler, Vice Chair; Shirley Brown, Jane Goodwin; Eric Robinson; Superintendent Lori White, Todd Bowden

**CALLED TO ORDER:** 9:30 a.m.

TOPIC	DISCUSSION
	The Monthly Work Session opened at 9:30 a.m. for a litigation meeting (R.P. v. SCSB, Case No. 2015 CA 000490 NC) with Board Members, Superintendent and Attorney (closed to public) and reconvened the Monthly Work Session at 10:00 a.m.
Review of Budget Calendar – Al Weidner	<ul style="list-style-type: none"> <li>• Board Members reviewed the budget calendar, month by month, with Al Weider</li> <li>• The Tentative Budget will be presented July 20, 2017, the Public Hearing to adopt the tentative budget and millage rates will be July 25, 2017 and the public hearing to adopt the final millage and budget for 2017-18 will be September 12, 2017</li> </ul>
Projected General Fund results of operations for the fiscal year 2016-17, the Governor’s Budget for 2017-18 with comparison to a no funding increase of the Florida Education Finance Program for 2017-18 – Al Weidner	<ul style="list-style-type: none"> <li>• The Governor’s budget was released January 31, 2017 and contains a statewide enrollment increase of 1.01% and a revenue per student increase of 3.03%, with a revenue increase reliant upon the property school taxable value increase of 6.56%</li> <li>• The General Fund 2016-17 projection has been computed based upon revenues being updated for the latest state data</li> <li>• Tax collections have been forecasted to be in the 97% collection level</li> <li>• Expenditures have been updated for payment of the negotiated salary settlement</li> <li>• An estimated shortfall of \$750,000 to fund all federal I.D.E.A. staff will be paid from the General Fund</li> <li>• Federal, state and local revenues and transfers in 2016-17 have an increase of</li> </ul>

	<p>\$4,978,048</p> <ul style="list-style-type: none"> <li>• Appropriations and transfers out in salaries, employee benefits, purchased services for district and charter schools, energy services, capital outlay and other expenses have a total increase of \$2,990,043</li> <li>• The ending unassigned Fund Balance as a percentage of appropriations and transfers out in the current amended budget is 9.67%, with a projected actual as of June 30, 2017 at 9.72% for an increase of .05%</li> <li>• The difference between the Governor’s Budget request and Level Funding budget was compared</li> <li>• Projections based on results of operations through January 31, 2017 were reviewed</li> <li>• Al Weidner reminded Board Members that all projections are subject to change</li> </ul>
<p><b>Break: 11:30 a.m. - 11:38 a.m.</b></p>	
<p>Preliminary Staffing Priorities for Fiscal Year 2017-18 – Todd Bowden</p>	<ul style="list-style-type: none"> <li>• With input from principals and Executive Directors, incoming superintendent Dr. Bowden presented his staffing priorities for 2017-18</li> <li>• The plan included changes/additions to elementary, middle and high schools, assistant superintendent for instruction, career, technical and adult education, curriculum and instruction, instructional services (choice, charter schools, grants), professional development, pupil support services, research, assessment and evaluation, assistant superintendent for operations, communications and community relation, facilities, construction and planning, food and nutrition services, human resources, information technology, safety and security and finance</li> <li>• The possibility of a future job study was discussed</li> <li>• The Board discussed the financial impact, pros and cons of the plan</li> <li>• After discussion, general consensus was to move forward with the staffing plan, which will include a new organizational chart, and will be presented at the March 21 work session</li> </ul>
<p>Capital Improvement Plan (CIP)</p>	<ul style="list-style-type: none"> <li>• This draft of the 2017-18 five-year plan was brought forward based on the</li> </ul>

Budget – Scott Lempe,  
Kathie Ebaugh

Board's comments at the January workshop

- This plan clearly shows how the 2017-18 five-year capital plan differs from the adoption 2016-17 five-year capital plan
- A summary of the 2016-17 five-year capital improvement plan (CIP) that was adopted by the Board in June 2016 and a summary of the 2017-18 five-year plan including new projects was reviewed in detail
- Only projects scheduled in first year of the five-year CIP are considered funded or programmed projects that should not change; the funded or programmed years were highlighted in orange
- Projects scheduled in the 2<sup>nd</sup> – 5<sup>th</sup> years of the CIP are considered planned projects; planned projects can change in order to address current needs, but such changes can impact the planning, maintenance, use and cost associated with these projects.
- Planning for most large projects starts as much as two or three years prior to being funded or programmed, which means a change to the project schedule in the future can impact the effectiveness of the overall 5-year CIP
- The Board discussed the differences between adopted 2016-17 5-year CIP and the draft 2017-18 5-year CIP
- Board Members asked for clarification on certain projects and how and when impact fees are used
- It was suggested that capital dollars be used for the FF&E at North Port STC campus and allow the impact fees to accumulate and be expended for Elementary J
- Safety and security goals will be discussed with Board Members at the March 21 work session
- After discussion, the Board directed staff to develop a five-year capital plan that moved all five of our comprehensive high schools to a synthetic surfaced track, beginning with Venice High School. In the case of Venice High, that tract would be a six-lane track.
- Mr. Lempe will investigate complaints about the lack of a hearing loop at the

	North Port Performing Arts Center
<b>Recessed – 1:18 p.m. Reconvened – 1:38 p.m.</b>	
Proposed Language for Policy on Equity/Misconduct Complaints	<ul style="list-style-type: none"> <li>Concerns about outdated equity policy language and procedures for reporting misconduct were discussed by Board Members</li> <li>Equity Coordinator Al Harayda was present for the discussion and agreed to put together a committee to update the policy and present it to Board Members for their consideration</li> </ul>
Goal Setting Timeline	<ul style="list-style-type: none"> <li>The deadline for establishing the Superintendent’s criteria/goals for evaluation must be in place by June 30, 2017</li> <li>Workshops to discuss this will be held on <i>*May 2, 2017 at 3:00 p.m.</i> and <i>May 23, 2017 at 3:00 p.m.</i></li> <li>Former superintendent Gary Norris’ contract was referenced as a guide <i>*Due to a scheduling conflict, this was subsequently moved to May 3 at 3:00 p.m.</i></li> </ul>
Goal Setting	<ul style="list-style-type: none"> <li>In order for the Superintendent’s goals and objectives to be established, Board Members will need to set their goals/priorities</li> <li>It was suggested goals be set yearly and monitored for progress/accountability</li> <li>Those goals will drive our legislative platform, superintendent evaluation, etc.</li> <li>A copy of the current district strategic plan will be sent to Board Members for their review as a starting point, using data and metrics that are currently available</li> <li>It was suggested that yearly update of goals be added to the Operating Procedures</li> <li>It was also suggested that legislative updates be included in each work session or scheduled prior to a 6:30 p.m. Board meeting</li> </ul>
Prospective Financial Advisory Committee Members	<ul style="list-style-type: none"> <li>A list of prospective members and their biographies/resumes were reviewed by Board Members</li> <li>After discussion, the general consensus was to appoint Scott Pinkerton, Gabriel</li> </ul>

	Hament, and Vanessa Carusone to the Financial Advisory Committee
	<ul style="list-style-type: none"> <li>• This will be formally voted on at the next Board meeting</li> </ul>
Operating Procedures	<ul style="list-style-type: none"> <li>• Due to time constraints, this discussion will be held at a later time</li> </ul>
Adjourned	<ul style="list-style-type: none"> <li>• The Monthly Work Session adjourned at 2:44 p.m.</li> </ul>

We certify that the foregoing minutes are a true account of the Monthly Work Session held on February 21, 2017, and approved at the regular Board meeting on March 7, 2017.

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Secretary  
Lori White

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Chair  
Caroline Zucker