

**Bronson, Florida**  
**June 16, 2009**  
**9:00 a.m.**

The School Board of Levy County met in session this 16<sup>th</sup> day of June, 2009, with Chairman Frank Etheridge, Paige Brookins, Beth Davis, Rick Turner, Cameron Asbell, and Board Attorney Sheree Lancaster present.

**Minutes:** Motion by Beth Davis, seconded by Rick Turner, to approve the Minutes of the June 2, 2009 meeting. Motion carried.

**District Report:**

***Grants Update:*** Jeff Edison informed the Board that information would be shared with them from time to time throughout the year regarding grants. He distributed information regarding Entitled Grants, Competitive Grants, Progress Energy Grant, Equipment Assistance Grants for School Food Authorities, NEFEC Tri-County Career Partnership – Workforce Florida and National Science Foundation and Math and Science Partnership, Transforming Social Studies, Next Generation of Teacher Quality, National Science Foundation Science, Mathematics, Technology. Linda Durrance distributed information on the following Title Grants and reviewed them with the Board: Title I, part A Entitlement, Title I, part A-ARRA Entitlement, Title I School Improvement Grant 1003g (Entitlement), Title I School Improvement Grant 1003a (Entitlement) Title II, Part A Teacher and Principal Training and Recruiting Fund (Entitlement), Title III, Part A, English Language Acquisition (Entitlement) Title VI, Part B, Subpart 2 Rural and Low Income Schools Program (Entitlement) and K-12 District Comprehensive Research-Based Reading Plan Allocation (Entitlement).

***GASB 45:*** Bob Clemons presented another vendor for consideration by the Board to administer requirements of Governmental Accounting Standards Board 45 Agreement. After discussion, a motion was made by Paige Brookins, seconded by Cameron Asbell, to approve the Agreement for Consulting Services with Scenic Valley Associates for a fixed fee of \$5,950.00. Motion carried.

**Personnel Recommendations:**

***2009-2010 School Based Administrators and District Office Administrative Staff:*** Superintendent Hastings told the Board that the district faces different times than ever before. He said money is an issue as always during these difficult financial times. He said he had worked on the Organization Flow Chart to make adjustments for the next 2 or 3 years that he believes will do the most good for the district. He then distributed copies of the SBLC Organizational Chart for 2008-2009 school year and the proposed 2009-2010 school year for comparison. He explained the differences in the charts such as deleting some positions altogether or the shifting/combining of job responsibilities in other positions. He introduced Kathy Lawrence as the Coordinator of School Improvement Programs. He also said he wanted to clarify a job description from the June 2, 2009 Board Meeting regarding the position “Teacher, Response to Intervention”. He said that position would be held by 8 teachers in the schools, with CHS and WHS teachers being funded by the general fund since they are not Title schools. He then introduced William (Bill) Tovine who he is recommending as Principal of Chiefland High. Next he introduced Dr.Gina Tovine who he is recommending as Assistant Superintendent. He said he had actively recruited the Tovines from Citrus County, having known them for years and having worked with Bill Tovine when he was principal at CES. He then read a letter of recommendation from Citrus County Superintendent of Schools Sandra Himmel for Dr. Tovine, stating he was very pleased the Tovines had accepted the offer to return to Levy County. After reviewing the 2009-2010 Organizational Chart, a motion was made by Paige Brookins, seconded by Beth Davis to approve the chart as presented, motion carried. Mr. Hastings then requested that William Tovine be allowed to begin work as CHS Principal on June 25, 2009. A motion was made by Rick Turner, seconded by Cameron Asbell to approve, motion carried.

**Employment Termination – Dan Clark:** Mr. Hastings reviewed the Petition to terminate employment of Dan Clark, C.E.S. Head Custodian, with the Board. After review and discussion, a motion was made by Rick Turner, seconded by Beth Davis, to approve the Petition as presented, motion carried.

**Employment Termination – Mark Lundy:** Mr. Hastings reviewed the Petition to terminate employment of Mark Lundy, C.H.S. ESE Teacher, with the Board. After review and discussion, a motion was made by Cameron Asbell, seconded by Rick Turner, to TABLE the Petition as presented until the July 7, 2009 Board Meeting, giving the Board more time to review the case, given the serious nature and consequences of the action. Motion carried.

**Consent Agenda:** Motion by Rick Turner, seconded by Beth Davis, to approve the following items on the consent agenda, including additions/corrections as recommended by the Superintendent. Motion carried.

## 1) GENERAL ITEMS:

### a) Employee Status Changes:

1. Deborah L. Swilley, C.E.S. Teacher, **resignation** to participate in the DROP program, beginning May 1, 2009 and terminating April 30, 2014.
2. Lori Lott, B.E.S. Clerk, **transfer** to District Title I Secretary, effective July 1, 2009.
3. Kimberly Batts, J.B.E.S. PreK Aide, **resignation**, effective June 8, 2009, and payment for any unused leave.
4. Robert E. Durrance, District Coordinator Attendance and Testing, **reassign** to B.H.S. Administrative Assistant, effective July 1, 2009 through January 31, 2010, (current salary to be frozen until such time as experience step(s) and/or raises bring or exceed his salary to the current rate).
5. Ernst Kordgien, W.M.S. Principal, **transfer** to Administrator on Special Assignment, effective July 1 through September 30, 2009 (current salary to be frozen until such time as experience step(s) and/or raises bring or exceed his salary to the current rate).

### b) Family Medical Leave Requests:

1. Kimberly Bishop, C.K.S. Teacher, **amend to** May 8 – June 2, 2009.

### c) Professional Leave Requests:

1. Betty Barber, District Food Service Coordinator, June 19 and 20, 2009,

Florida School Nutrition Association Leadership Training, Ocala, paid from project #410.

2. Annie Battles, W.M.S. 21<sup>st</sup> Century Community Learning Center Coordinator, July 6 – 9, 2009, 21<sup>st</sup> CCLC National Summer Institute, Nashville, TN, paid from project #492903.
3. Marcia Baughn, District Hospital/Homebound Teacher, July 16-19, 2009, Supporting Emotional Needs of the Gifted (SENG) and FLAG Annual Conferences, Orlando, FL. Paid from project #11022.
4. John C. Wilder, W.H.S. Ag Teacher, June 15-17, 2009, Region 5 National Assn. of Agriculture Educators Meeting, Cordele, GA, no cost to Board.
5. Florida Association of Career & Technology Educators (FACTE) Conference, August 3-6, 2009, Orlando, paid from project #402010: John C. Wilder and Robert Philpot.
6. Dr. Rosalind Hall, Director ESE/SS, June 24-26, 2009, Florida Department Of Education Exceptional Student Education Advisory Council Conference, Clearwater, FL, paid by FL DOE, no cost to Board.

**d) Student Trip Requests:**

1. Raymond Douyard, W.H.S. JROTC Instructor, chaperone Sheila-Rae Mohs, July 5 – 11, 2009, JROTC Shooters Jr. Olympics, Port Clinton, OH, 4 students, 2 private vehicles, paid internal account JROTC, no cost to Board.
2. Chris Wilder, W.H.S. Ag Teacher, Leadership Camp “Florida Leadership Adventures”, Haines City, 5 students, 2 private vehicles (Amy Wilder will drive 1 vehicle for luggage) Advisor expenses paid from project #15300, all other expenses internal account.
3. B.H.S. Basketball Coaches Aaron Haldeman, Kenny Thomas and Brent Walker, Summer Basketball Camps, 10 players, 2 county vans, expenses paid internal account, no cost to Board as follows:

June 14 – 17, 2009	Gordon Gibbons Basketball Camp, Tampa
June 19 – 21, 2009	Billy Donovan Team Camp, Gainesville
July 10 – 12, 2009	UCF Team Camp, Orlando
4. Greg Hamilton, BHS Girls Basketball Coach, chaperone Denise Hamilton, June 19 – 21, 2009, Girls Basketball Camp, Tallahassee, FL, 8 students, 1 county vehicle and 1 private vehicle, all expenses paid internal account, no cost to Board.

**e) Instructional Services**

1. Contracts and/or Agreements:
  - a. Purchase of day care services with the following providers for 2009-2010 school year, paid from project #1103762 (contract language the same as agreements previously approved on June 2, 2009):
    - aa. Jacqueline Ryalls, d/b/a Koala-T Childcare
    - bb. Nanna's Place
    - cc. Kids N' Company of Williston, Inc.
    - dd. Little Friends Daycare Center, Inc.
  - b. Agreement No. DESF 0308-180NEFEC with DES of Florida LCC, and School Board of Levy County for an Interim Counselor, July 1, 2009 – June 30, 2010, not to exceed 1100 hours. (see supplemental minutes)

**f) Administrative Services:**

1. Contracts and/or Agreements:
  - a. NEFEC Resolution and Main Contract #731-10-025 and the following attachments for the 2009-2010 school year (see supplemental minutes):
    - aa. #10-025-A1 Instructional Services Programs (see supplemental minutes)
    - bb. #10-025-A10 Risk Management (see supplemental minutes)
    - cc. #10-025-A18 Instructional Technology (see supplemental minutes)
    - dd. #10-025-A42 ATEN LATS (see supplemental minutes)
    - ee. #10-025-A43 Educator Recruitment (see supplemental minutes)
    - ff. #10-025-A46 Purchasing Program (see supplemental minutes)
    - gg. #10-025-A6 Lease/Purchase of Enterprise Resource Software (see supplemental minutes)
  - b. Lease Agreement with CLM Workforce Connection for lease of one portable (see supplemental minutes)
  - c. Agreement No. DESF 0308-18-NEFEC with DES of Florida LCC, and School Board of Levy County for an Interim Payroll Clerk, July 1, 2009 – June 30, 2010, not to exceed 500 hours. (see supplemental minutes)
  - d. 2-year contract with EBS Atlanta, 3<sup>rd</sup> Party Administrator (see supplemental minutes)
2. Approval of the 2008-2009 Annual Equity Update (see supplemental minutes)
3. Approval of the Safety and Security Best Practices Self Assessment Result (see supplemental minutes)

**g) Recommendations:**

1. The following personnel are recommended to work in the 2009 Extended School Year Program:

**Transportation (hours to be determined by route):**

**Paid from PROJECTS 492903 and 402903 June 8 – July 2, 2009**  
**WMS 21<sup>st</sup> Century Community Learning Center Summer Program**

Driver: Lisa Pogue Bus #0464  
Driver: Carol Koppenhafer Bus #0463

**Cedar Key School:**

**Reimbursed by Alachua Multi-County Migrant Ed. Program, Project #4929071**  
**Title I, Part C:**

Linda Campbell Up to 116 hours  
Kristina Berger Up to 116 hours

**Chiefland Elementary School:**

**Paid from PROJECT 1103751 (3<sup>rd</sup> Grade Summer Reading Camp):**

Pam Sheffield, Teacher Aide *AMEND to 67.5 Hours*  
Katherine Godwin, Teacher Aide up to 13.5 hours

2. Establish the following position within the Exceptional Student Education / Student Services Department, as indicated below, job description attached:  
*Behavioral Specialist* (see supplemental minutes)
3. Establish the following position at the District Office, job description attached:  
*Director, Curriculum* (see supplemental minutes)
4. Douglas Droscowski, Y.T.S. Head Custodian, **release from employment** during probationary period, effective June 5, 2009.
5. The following personnel recommendations for reappointment for the 2009-2010 school year, beginning July 1, 2009 and ending June 30, 2010, with the exception of William Tovine who will begin on June 25, 2009, per Superintendent's recommendation. (\*\* Current salary to be frozen until such time as experience step(s) and/or raises bring or exceed their salary to the current rate).

**School Based Administrators:**

Principal, B.E.S.	Cheryl S. Beauchamp
Principal, B.H.S.	Valerie Boughanem
Principal, H.A. S.	<b>TBD</b>
Principal, C.K.S.	Susan R. Ice
Principal C.E.S.	Patrice McCully
Principal, C.M.S.	Robert Turnipseed
Principal, C.H.S.	William Tovine
Principal, J.B.E.	Jaime Handlin

Principal, W.E.S.	Cynthia Lewis
Principal, W.M.S.	Pamela Asbell
Principal, W.H.S.	John Lott
Principal, Y.T.S.	Ann Hayes
Assistant Principal, B.E.S.	Michael Homan
Assistant Principal, B.H.S.	Gerald Lawrence
Assistant Principal, C.E.S.	B.J. Gowland
Assistant Principal, C.M.S.	Darby Allen
Assistant Principal, C.H.S.	Matthew McClelland
Assistant Principal J.B.E.S.	Frances LaSalle
Assistant Principal, W.E.S.	Alice Harrell
Assistant Principal, W.M.S.	Terrence Traylor
Assistant Principal, W.H.S.	<b>TBD</b>

**District Office Administrative Staff:**

Assistant Superintendent	Gina Tovine
Director of Administration	Jeff Edison**
Director of Curriculum	Patrick Wnek
Director of Personnel	Candy Dean
Director of Finance	Robert Clemons
Director of ESE and Student Services	Rosalind Hall
Director of MIS/Technology	Robert Ice
Director of Maintenance	Clarence T. Alexander
Coordinator of Title Programs	Linda Durrance**
Coordinator of School Improvement Programs	Kathryn Lawrence
Coordinator of MIS / Technology	Nathaniel Davis
Coordinator of Transportation	Steven D. Tyson
Coordinator of Food Service	Betty Barber
Coordinator of Purchasing	B. Gerald Ward
Coordinator of ESE / Section 504	Karen Hallinan
Finance Officer	Robert C. Bilden
Associate Director of Maintenance	William L. Martin
Transportation Training Supervisor	Sherry A. Grant

**2) FINANCE:**

- a) Budget Amendments #17-A and #17-B (see supplemental minutes)
- b) Financial Report as of May 31, 2009 (see supplemental minutes)
- c) Permission to post a budget amendment as of June 30, 2009 and pay 2009 accounts payable vouchers on July 7, 2009.
- d) Permission to allow The Barfield Group to update original vendor list for Bid No. 07-07, Various Categories of Furniture and Equipment (see supplemental minutes)

- e) Amendment of Instructional and ESP Salary Schedules to allow payment to the following personnel for:

**SWAT (Students Working Against Tobacco) Advisors** during the 2008-2009 school year, paid as follows, reimbursed by the Levy County Health Department:

BHS	Sherry Hallman	\$800.00
CHS	Mary Phillips and Janelle Alexander	\$800.00
CMS	Carmela Sementelli	\$800.00
WMS	Annie Battles	\$800.00
WHS	Kenyarda Feathers	\$765.12

**Coordinate Pre-Kindergarten activities and enrollment, June 9 – August 16, 2009,** up to 40 hours at regular rate of pay from project #1372: Sharron Cuthbertson

**Reading Coaches, July 29, 2009,** up to 8.0 hours at regular rate of pay from project #110302:

BES – Caryl Carlisle	BHS – Joyce Beasley
CES – Sandra Roberts	CMS – Jack Hughes
CHS – Michelle Walker Crawford	CKS – Cindy Roach
JBES – Rebecca Childs	WES – Barbara Hoyt
WMS – Amber Philpot	YTS – Melba Lovely

**Develop End of Course Exam for the new math for college readiness course,** working collaboratively with teachers from Marion and Citrus Counties and CFCC, paid hourly rate of pay not to exceed 21 hours each, from project #1832: Teresa Ozment, Sherry Hallman and Jennifer Isenhoward.

**YTS Restructuring Plan,** paid stipend rate of pay for up to 4 days total, paid from Title I Funds project #492401: Melba Lovely and Natalie Steinberg

**SUMMER TRAININGS:**

<b>DATE</b>	<b>Training</b>	<b>Location</b>
June 15-19, 2009	FRI – Florida Reading Initiative	Trenton, FL
<b>WMS:</b> STIPEND RATE and Travel Paid from Project #s 149032 (NEFEC reimbursement) and 492401	Amber Philpot and Marcy Young	

<b>DATE</b>	<b>Training</b>	<b>Location</b>
June 8 – 12, 2009	SUMS 1 (Students Using Math & Science)	Lake Butler, FL
<b>BES:</b> STIPEND RATE and Travel Paid from Projects #149032 & #4924012	<u><b>AMEND to Add:</b></u>  Regina Pearce	

<b>DATE</b>	<b>Training</b>	<b>Location</b>
June 15-19, 2009	SUMS 2 (Students Using Math & Science)	Lake Butler, FL
<b>BES:</b> STIPEND RATE and Travel Paid from Projects #149032 & #492405	<u><b>AMEND to Add:</b></u>  Heidi Bon	

<b>DATE</b>	<b>Training</b>	<b>Location</b>
Various	Deep FRI	Schools
<b>BES:</b> STIPEND RATE paid from Projects #149032 & #492201  Dates: June 22-24, 2009	<u><b>AMEND to Add:</b></u>  Heidi Bon, Regina Pearce, Emily Carroll, Cassandra Langford-Brown, Rebecca Fries	
<b>BHS:</b> STIPEND RATE paid from Projects #149032 & #492201  Dates: June 9, 10, 11, 2009	<u><b>AMEND to Add:</b></u>  Laura Storm	
<b>JBES:</b> STIPEND RATE Paid from Projects #149032 & #492201  Dates: June 23, 24, & 25, 2009	<u><b>AMEND to Add:</b></u>  Gigi Beckham, Cecillia Edwards, Sharon Harper	



<b>WES:</b> STIPEND RATE Paid from Projects #149032 & #492201  Dates: June 9, 10, 11, 2009	<u><b>AMEND to Add:</b></u>  Lisa Posteraro
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f) 2009-2010 Payroll Period Schedule (available at meeting)

**Superintendent’s Comments / Recommendations:** Mr. Hastings reminded the Board that the Safety Patrol groups from around the district were in Washington DC this week. He also updated the Board on the great job the Levy County FFA teams had done at the State Convention which he attended on June 10<sup>th</sup>. Board Attorney Sheree Lancaster informed the Superintendent that a vote to delete the positions from the 2009-2010 Organizational Chart had not actually been taken. At that time, Mr. Hastings recommended that the Board delete the positions of Director of Literacy; Director of Secondary Education; Associate Director of MIS Technology; Coordinator of Testing, Truancy and Attendance; Coordinator of Supplemental Education Services / HQ; Evaluation Specialist; Coordinator ESOL; and TSA Instruction / Curriculum. A motion was made by Beth Davis, seconded by Rick Turner to approve the recommendation by the Superintendent, motion carried.

There being no further business, the Board adjourned and went into executive session for the purpose of collective bargaining discussion.

ATTEST:

APPROVED:

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Robert O. Hastings, Secretary

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Frank Etheridge, Chairman