

SCHOOL BOARD OF PINELLAS COUNTY, FLORIDA WORKSHOP – December 14, 2010

The School Board of Pinellas County, Florida, conducted a workshop on Tuesday, December 14, 2010, at 9:00 a.m., in the Cabinet Conference Room, Administration Building, 301 4th Street S.W., Largo, Florida.

Present: Mrs. Carol J. Cook, Chairperson; Mrs. Robin L. Wikle, Vice Chairperson; Ms. Janet R. Clark, Mrs. Terry Krassner, Mrs. Linda S. Lerner, Mrs. Peggy L. O’Shea, Mr. Lew Williams, Members; Dr. Julie Janssen, Superintendent; Mr. James F. Madden, Deputy Superintendent; and, Mr. James A. Robinson, General Counsel.

Prior to the Board Members discussing the scheduled topics, John Just, Assistant Superintendent for MIS, provided a mini computer/iPad training session for Board Members. During this time, both Dr. Janssen and Mr. Just explained the purpose of the upcoming Apple briefing trip.

The following topics were presented and discussed during this workshop session:

- **Project Graduation** – Ms. Diane Lenox presented an update on the opportunities that department will be offering to students beginning at the elementary level in order to improve our graduation rate, as well as strategies to address chronically disruptive students.
 - Mr. Williams emphasized the need for the district to make a concerted effort to ensure that parents receive the information on the opportunities available for their children.
 - Mrs. Wikle requested that the possibility of implementing a vocational high school be placed on the “radar” so that discussion can take place.
 - Mrs. Lerner stated that some students need a more flexible class schedule in order to be successful and questioned whether that will be an initiative to be implemented.
 - Mrs. Cook suggested a name change rather than using, “Project Graduation.”
 - Further discussion will be scheduled for the Board’s upcoming retreat.
- **Decision Making Matrix** – Mrs. Cook presented the proposed matrix, encouraging the Board and the district to adopt this process.
 - Dr. Janssen distributed via e-mail the PCS Six-step Decision-Making Process and stated that the two sets of processes were similar.
 - Mrs. Lerner stressed the importance of receiving not only the information, but the impact.
 - Mrs. Cook questioned whether the Board was ready to move forward with this matrix, using it with the next issue coming before the Board, and whether the Board was ready to direct the Superintendent to implement this matrix.
 - Mr. Williams complimented the fact that the matrix provides an opportunity for stakeholders to provide their input; and, suggested that the Board and the Superintendent, unless she has concerns, adopt this matrix.
 - Dr. Janssen suggested that this matrix be used on the following – dress code, start times, K-8 merger, parent contract, etc.
 - Mrs. Krassner questioned the plan for dress code changes. Mr. Madden stated that administration will be working with those in Research & Accountability to make sure the right questions are included in a survey that will be distributed to parents.
 - This matrix will be added to the Board’s Operations Manual.

- **Calendar Committee Update** – Mrs. Cook and Mr. David Richmond, on behalf of the Calendar Committee, presented the draft calendar for the 2011/12 school year. This item will be placed on the agenda for the January 11, 2011 Board meeting.
 - Mrs. Wikle questioned whether there was any consideration given for closing the schools and offices for Good Friday. Mrs. Cook stated that employees may take a personal or vacation day if they choose to stay home that day; and, clarified that the district's spring break is always the last week in March.
- **Retreat Planning** – Topics were identified, as follows:
 - Strategic Plan – key directives & measureable performance objectives; Communication – Internal & External – how it works; Legislative Issues – best method to address them; Guidance Counselors – best use of the position, relevant to what kids need; Succession Plan for district – process to follow when a person leaves; Administrative Pay Scale; Career/Technical high school; Performance Auditor – what types of programs to be audited and expectations for the position; Superintendent's K-12 plan – what will be put forward for next year regarding achievement; Chronically Disruptive students – beginning discussion in order to give Dr. Janssen direction.
 - Final for retreat - Strategic Plan - Executive Summary, Performance Standards, etc.; Data Gathering/Networking – how it is done; Communication – telling the story; Struggling; Low SES/Disruptive students – what is going on; Legislative Issues; Lastinger; Auditor – plan for; Career/Technical high school – include in Dr. Janssen's plan on “what's next?”
 - Topics to be scheduled for future workshops - Graduation Enhancement, Guidance Counselors, Administrative Pay Scale/ Collaborative Bargaining, Computer Training and a Succession Plan.
- **Committee Assignments for Board Members** – A discussion took place and a new list of assignments will be finalized and distributed.
- **Budget Update** – Mr. Fred Matz and Mr. Kevin Smith presented the update for the Board Members.
- **Update – Subcommittee of the Board – Auditor** – Mrs. Wikle presented an overview of the committee's work. Mrs. Wikle shared that the Board is charged with hiring an internal auditor and that the direction now is to hire a performance auditor, one who would look more at our operations and processes. Mr. Robinson has forwarded to the Board, via e-mail, proposals for a job description and a policy. The recommendation from the committee would be to consider such a position on a contracted basis. The Superintendent will recommend a policy at the January 25, 2011 meeting. Board Members should bring a list of their desired outcomes for this position. Clear communication will be accomplished to relay that this is not another administrative position being added to the district.
- **Leadership**
 - Mrs. Cook stated that March 22, 2011 is an evening meeting and that the FSBA New Board Orientation is scheduled for that day with FSBA Days in the Legislature following that. Mrs. Cook suggested that the Board take needed action to eliminate the March 8th and March 22nd meetings and reschedule one for Tuesday, March 15, 2011. There was consensus of the Board to move forward with this change.
 - CPPW – Mrs. Wikle presented a brief update on the Communities Putting Prevention to Work grant initiative. Mrs. Wikle stated that they are looking to impart systematic changes to fight obesity, including the implementation of a wellness policy for employees and recess periods for elementary and middle school students.

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- Mrs. Lerner stated that Hillsborough County is putting in place a principal evaluation tool that incorporates staff input into the process. Mrs. Lerner will forward that tool to the Board Members. Dr. Janssen stated that Pinellas could possibly use that tool also, rather than paying to have one done.
- Workshop dates were identified beginning for 2011 – February 15, March 8 (pending change in board meeting dates), April 19, May 17 and June 21.
- FSBA Conference - Mrs. Krassner and Mrs. Wikle complimented the workshop opportunities and the presentation by Clearwater High School students.

No official actions were taken by the Board at this workshop. An audio recording of this workshop is filed in the Board Office archives. This workshop adjourned at 3:23 p.m.

Chairperson

Secretary

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