

SCHOOL BOARD OF PINELLAS COUNTY, FLORIDA WORKSHOP – March 8, 2011

The School Board of Pinellas County, Florida, conducted a workshop on Tuesday, March 8, 2011, 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.

During the review of the agenda, the topic, Survey, was added.

- **Budget Update** – Mr. Fred Matz and Mr. Kevin Smith presented an update on the district’s budget. Budget subcommittees were formed and Board Members assigned as follows: Salaries & Benefits – Mrs. Krassner; Energy Services – Mrs. Wikle; Institutional Services – Mrs. Lerner; School Based Expenditures – Mrs. O’Shea; C&I/MIS – Ms. Clark; and, All Other – Mr. Williams. Mrs. Cook will serve as the alternate to all committees, should the assigned Board Member be unable to attend a meeting. The schedules for the meetings, plus all materials from workshops and meetings, will be placed on the district’s website. These subcommittee meetings will begin on March 15, 2011 and Mr. Madden will work with Mrs. Beaty to identify dates available for Board Members. The community sessions will be held on March 21, 2011 at six locations throughout the district. The suggestions coming out of the committees will be discussed at the April 19, 2011 Board workshop. This information will be sent to the Board prior to the workshop. The Timeline for Appraisal and Reappointment of Instructional and Non-Instructional Personnel for the 2011-12 School Year will be forwarded to the Board Members.
- **Opportunities for Public Input at Board Meetings** - Ms. Clark presented the following question: “Does a non-member of the Board have the right to pull a business item?” Discussion followed. Some suggestions offered at this point were – reduce the minutes allowed for public comment from three to two minutes; consider the process used by the Largo City Commission in their meetings; allow for all comments to be heard at the beginning of the meeting, etc. A subcommittee of the Board was formed comprised of Ms. Clark, Mrs. Cook and Mrs. O’Shea. The committee will review all options and return to the Board at a future workshop to present their findings and a proposal.
- **Zoning Changes** – Mr. David Koperski, Associate Counsel, presented a history of zoning and student assignment plans, a review of the closing of schools that has occurred in Pinellas County and changes that have occurred to the fundamental school program. Marshall Touchton, Demographer, presented the proposed changes for high school, middle school and elementary school zones. Mr. Williams stressed the need for a PDSA (plan, do, study, act - review of the process) at the completion of this year’s zoning. Mrs. Lerner and Mr. Williams voiced their opposition to reopening of schools that were closed

due to budget issues. Through discussion, the Superintendent and her staff will bring back to the Board for their action the following: High school zones, as presented in this workshop; Middle school zones, as presented in this workshop; and, Elementary school zones, to remain the same as this year with no major changes but possibly minor movement of programs. The Board will be presented with a Kdg-5 rezoning plan next year for implementation in the 2012/13 school year. That recommendation will also include recommendations for the fundamental and other magnet programs.

- **Communities Putting Prevention to Work Grant (CPPW)** – Peggy Johns, Gray Miller, Rita Becchetti and Richard Curtin (Pinellas County Health Department) presented an update on the CPPW grant and meetings. Ms. Johns requested that the Board Members agree to challenge another government body in a sporting event of their choice. Further details will be worked through and notice will be provided.
- **Superintendent’s Survey Regarding School Start Times, Dress Code and Early Release Wednesday** – Dr. Behrokh Ahmadi presented the results of the survey. Mrs. Cook expressed concern that the questions were not more specific. Dr. Janssen stated that this survey will be placed on the district’s website.
- **Advertising Policy** – Dr. Janssen, Ms. Andrea Zahn and Mr. Robinson presented the existing policy pertaining to advertising and commercial activities, Policy #9700.01, as well as draft of a revised policy for the same. Discussion followed. Mrs. Lerner requested that the Perc Spot emailed to employees be reviewed. Ms. Clark expressed concern by stating that there are companies she could not support allowing them to advertise on district buses. Mr. Williams stated that he will tend to agree with Ms. Clark. Mrs. Krassner requested that staff provide the Board with similar policies from other districts. Mrs. Cook requested that the Board review the proposed revisions and that the Board then wait to schedule further discussion until the communications audit report is returned to the Board. **Communication Audit** - Mr. Madden stated that the team performing the communications audit would like to meet with the Board Members individually on March 16 and 17. A list was circulated for Board Members to sign up under a date and time.
- **Retreat Summary – Next Steps** – Mrs. Cook suggested the Board go through the list of topics contained in the summary to identify any additional information needed and to determine whether or not a topic is to be scheduled for a workshop. 1) **Commitment to quality practices** – topic will be scheduled for workshop and Mrs. Cook will complete the topic request form. **Succession Plan** –topic will be scheduled for workshop and Mrs. Wikle will complete the topic request form. **Staffing model for all school levels CIA inclusion** – Dr. Janssen will bring this to a workshop at the same time she presents the district staffing information, no form required. **UF Lastinger** – topic will be scheduled for a workshop and Mrs. Lerner will complete the form. The project will also be included as part of the district budget discussion. Ms. Clark and Mrs. Lerner expressed concern that they do not see how the money spent is reaching the number of teachers and staff that need and deserve the professional development. Mrs. Lerner stated that it seems that we are spending the money to help a limited number of teachers to acquire their master’s degree and that she wants to serve more of our educators. **Title I: Belief system; funding; future plans** – topic will be scheduled for a workshop and Mrs. Krassner will complete the form to include her questions regarding the distribution and use of Title I monies. **Revised matrix of sheet of programs offered** – information will be forwarded to the Board and will include information on all career/technical and magnet

programs offered. No workshop discussion will be scheduled at this point. **Proposal for middle school** – topic will be included in the Superintendent’s presentation on middle school redesign. Ms. Clark wants the presentation to include all other offerings and career opportunities for middle school students. Dr. Janssen stated that it will not be ready for a presentation for another three to four months. **Career Tech High School** – this topic will be scheduled for a workshop, no need for a form to be completed. Mrs. Cook stated that a half-day workshop could be dedicated to include a presentation and discussion on all related career/technical programs, i.e., high school, pTEC, Ford Grant, etc. Dr. Janssen will bring this when it is ready. **Program proposal for disruptive** – this topic will be scheduled for a workshop and Mr. Williams will complete the form. **Plan for legislative session** – Board Members will take their lead from Steve Swartzel for their visits to Legislators in March in Tallahassee. A list of the mandates that would show some relief to the district if they were repealed will be prepared for the Board Members to distribute, along with other pertinent data related to our district, i.e., facts on budget and legislative platform. Dr. Janssen stated that such packets of information will be prepared for the Board Members to take with them to give to Legislators during the FSBA Days in the Legislature. Dr. Janssen will also contact Steve Swartzel to see what information he thinks would be pertinent. **Board way-of-work; data requests; interaction with superintendent’s office** – Mrs. Cook stated that Board Members have differing ways of gathering the information they desire. Mrs. Wikle emphasized that it is the right of every Board Member to request and receive information; questioned the difference between a Board Member requesting information and a Board Member requesting that a topic be placed on a workshop agenda; and, questioned what happens if the topic doesn’t rise to a workshop level but the Board Member still wants the information. Dr. Janssen requested that Board Members, when requesting information, specify the point of their request or reason behind their request so that staff knows what angle to take. Ms. Clark stated that to back Dr. Janssen up, some Board Members have gone on “fishing expeditions.” Mrs. Lerner suggested, and agreement was reached, that this process and concern, if not discussed during the upcoming FSBA Master Board Training session in Ocala, should be placed on a Board workshop. Mrs. O’Shea stated that all requests should go through the Superintendent’s Office. Board Members agreed to abide by the process that should the request require more than one hour to complete, the request is to come back to the Board to see if there are at least three other Board Members supporting the request. **Communication process** – this topic will be scheduled, once the communication audit report is completed. **Decision making process defined (matrix)** – Mr. Madden stated that staff is taking another look at the process used when the quality processes were prevalent.

Mrs. Cook asked all Board Members to look at summary from the retreat to see if any of their topics were missed. Mrs. Lerner expressed concern that the **Strategic Plan** is still incomplete, still having no measures included, etc. The Board was told that Dr. Eugene Givens is working on this and that it will be brought back when completed. Mrs. Lerner stated that she has been waiting for the **Climate Survey** to be performed and suggested that the Board look at the climate survey from last year to see what is being done, what are the Board’s expectations, how do we use the results, etc. Mrs. Lerner suggested that the same instrument be used again for this year. Dr. Janssen stated that she has already given direction that one will not be sent out this year; that the survey used only allows for negative feedback; and, that Dr. Ahmadi is looking for an instrument that could provide input that would help move the district forward. Ms. Clark suggested the use of a survey-

monkey survey and stated that the survey questions that went to parents were not specific enough. Mrs. Wikle stated that she believes this issue is critical and should be scheduled for our next workshop. This topic will be scheduled for a workshop discussion and Ms. Clark will complete the form. Mrs. Lerner requested further discussion on **Alternative to out of school suspension** topic. Mrs. Cook stated that this topic falls under the **Disruptive Students** topic and will be included in that discussion. Mrs. Cook requested that the Board Members look through the School Board Retreat Follow Up topic summary sheet provided to the Board; determine the specific information they wish to have included in a follow-up presentation/discussion; and, forward that to Mrs. Beaty by the end of this week. The information collected will then be sent out through Friday Update. Mrs. Wikle expressed her concern that, immediately following the retreat, she sent a request for information on positions reduced, etc., and that she still does not have that information: Dr. Janssen stated that this information can be provided. Mrs. Cook stated that this is one of those requests that can be included in the requests to be forwarded to Mrs. Beaty by the end of this week. Donna will send the budget page from the RTTT (Race To The Top) grant. Mr. Williams stated that the **Greek Association** wants to join with the school district to help improve student achievement. Dr. Janssen will ask that Dr. Brimm identify what is being done already. Mrs. Cook requested that a letter be prepared to be sent on behalf of the Board to begin the discussion and potential partnership.

➤ **Leadership**

- **Value Adjustment Board** – Board Members have been asked to bring forward the name(s) of any individual interested in serving as the Board’s representative to VAB. Mrs. Wikle stated that she has an individual who may be interested, Michael Bindman. Board Members agreed to have Mrs. Beaty acquire Mr. Bindman’s resume and forward that to them; and, to have an agenda item prepared for Board action at the March 15, 2011 meeting. Mr. Robinson agreed to prepare the agenda item.
- **Workshop Topic Request Form – Revised** – The revised form, replacing former goals with the new goals, was approved and will be forwarded electronically to the Board Member for their use in submitting topics from this date forward.
- **Summer Schedule for Board Workshops, etc.** – It was determined that nothing would be scheduled for the Board from June 22 through July 13, 2011; and, that workshops will be scheduled as follows - Thursday, July 14, 2011; Tuesday, August 23rd workshop; and, September 20th.
- **Braden River Feedback** – This presentation was moved to either the next meeting or workshop.
- **Topics to be placed in the queue for future workshops** – Mrs. Cook stated that many topics were requested during preparation of retreat, i.e., graduation, charter school, administrative pay schedule, etc., and stated that the Workshop Topic Request forms should be submitted. Other topics previously requested are: Role of Guidance Counselors - form was completed by Mrs. O’Shea and topic will be scheduled in the future; Communications – form was completed by Mrs. Wikle and topic will be scheduled with presentation of the Communications Audit report; Board Self-Evaluation Tool- form was completed by Mrs. Wikle and, should this not be part of the upcoming Master Board, will be scheduled for a workshop; Decentralized Decision Making matrix – Mrs. Lerner clarified that she would like a presentation from the principals on the A team for DDM; SRO roles – Form was completed by a

former Board Member and topic will be scheduled with Board Members sending into the office any specifics they wish to be included in the presentation; and, Board Self Evaluation – the form was completed by Mrs. Wikle and, if the topic is not discussed during the upcoming Master Board, it will be scheduled for a workshop; The Board agreed that much of the April 19th workshop will be devoted to budget related items.

- **Master Board retreat** – Mrs. O’Shea questioned whether the Board Members are able to pick topics; and, Mrs. Cook responded. Mrs. Beaty will make reservations for all Board Members.
- **Foundation** – Mrs. Lerner stated that she sent an email regarding the joint grant with the Foundation regarding career academies and the kick-off scheduled for March 29-31. Mrs. Lerner stated that she is unable to attend and offered that opportunity to other Board Members. No Board Members are available to attend this event.
- **Jim Robinson** – Stated that our policy prevents students from participating in overnight trips and that this policy recently raised concern for some students enrolled in SPC dual courses who were expected to take an overnight trip related to their studies. Mr. Robinson stated that he worked with Bill Lawrence to write appropriate paperwork that he felt would allow the students to participate; and, questioned whether he should work with the Superintendent to amend this policy. Several Board Members gave examples of students participating in such trips and seemed to dismiss the need for a rewrite of policy. Mrs. Cook suggested that the streamlining of our policies may have caused some confusion.
- **Mrs. Wikle** - Stated that she distributes the FACT sheet at different events and that she has requested a PowerPoint to demonstrate our points of pride which will be available soon.
- **Mrs. Cook** – Stated that she will be speaking at Tiger Bay on April 21, 2011.

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 4:30 p.m.

Chairperson

Secretary

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