

**SCHOOL BOARD OF PINELLAS COUNTY, FLORIDA
WORKSHOP – April 17, 2018**

The School Board of Pinellas County, Florida, conducted a workshop on Tuesday, April 17, 2018, at 9:00 a.m., in the Cabinet Conference Room, Administration Building, 301 4th Street SW, Largo, Florida.

Present: Ms. Rene Flowers, Chairperson; Mrs. Peggy L. O’Shea, Vice-Chairperson; Mrs. Carol J. Cook, Mrs. Terry Krassner, Ms. Joanne Lentino, Mrs. Linda Lerner, Mrs. Eileen Long, Members; Dr. Michael Grego, Superintendent, Dr. William Corbett, Deputy Superintendent, and Mr. David Koperski, School Board Attorney.

Review of Agenda: There were no changes to the agenda.

The following topics were discussed:

- **Sandy Hook Promise:** Ms. Lori Matway, associate superintendent, student and community services; Ms. Donna Sicilian, executive director, student services; and, Mr. Tim Makris, managing director, Sandy Hook Promise, reviewed the following PowerPoint, *Sandy Hook Promise, Creating Safer and Healthier Schools and Communities*. Ms. Donna Sicilian shared that she researched this program and it addresses training students, because they are more in touch with what is happening. Through their *Know the Signs* programs, adults and youth can learn the signs of violence, victimization, and suicidal or threatening behaviors. Adults are often unaware of situations that students know about. Mr. Makris, co-founder and managing director of Sandy Hook Promise, said that he and others began the work two days after the crisis, December 14, 2012. He spoke about prevention, and shared that federal funding has been secured for this program. It is no cost to the district to participate. The program is for middle and high school students. Usually the first program that is introduced is Start With Hello (SWH). This program teaches youth to connect with students to minimize social isolation, marginalization, and rejection. This works towards changing the culture from within and builds connectedness in the school. The Signs of Suicide (SOS) program delivers training on how to identify, intervene, and get help for someone who may be depressed or suicidal. The Say Something (SS) program helps youth identify signs on social media; and, to say something to a trusted adult or report the concern through an anonymous reporting system. He shared that there are currently 18 platforms in social media-adults are typically on very few. This has proven to be a very successful program. The Safety Assessment and Intervention (SAI) program trains a “super team” of adults at the district level to address and manage serious threats. Schools have clubs to keep the program going; there are Call-to-Action weeks, that don’t interfere with class time, but are gentle reminders to students that this is ongoing. Printed reminders are available to distribute to the student body. The Sandy Hook Promise program utilizes direct training; then train-the-trainer; and, the “Say Something” interactive video. The requirement is three years for the program to be rolled out with fidelity. A program manager is assigned to the district. This program is currently being used in more than 7,000 schools and is proven successful. When a tip is reported through the Say Something-Anonymous Reporting System; via an app, website, or crisis hotline; the tip is

triaged, and assessed as life safety or non-life safety. The tip is then communicated to school officials and/or law enforcement. This program is the only one that has a national reporting system, which is 24/7 and anonymous. The crisis center staff who handle the reports have a college degree, 500 hours in crisis management training and five years or more experience. The funding is in place for the next 10 years through \$100 million in federal funds. When the school closes out the tip; documentation must be completed; this is the accountability piece. Mr. Makris said that Miami-Dade trained 82,000 students in two weeks with the train-the-trainer model. Ms. Sicilian shared that a Sandy Hook Promise trainer and district person would be teamed; they will work to fully deploy the program. Ms. Flowers asked if there is a cost for the MOU for the app; Mr. Makris said that their organization pays the cost for the platform. Mr. Makris shared that these behaviors that are being addressed typically appear in the 17-24 age group; which is why these programs are used in middle and high schools. The SOS program can be used with elementary staff and parents. The Sandy Hook Promise staff understands that trainings may need to occur on nights and weekends for parents. Mrs. O'Shea asked Mr. Makris what he believed to be the greatest challenge. He said it is in scheduling the training for staff and students. Ms. Flowers asked what happens after the three year program. He said that the district decides what their needs are, then, typically, it takes six years to be fully embedded, as students move through middle and high school. Dr. Grego shared that the MOU for this program will come before the board at the April 24, 2018 school board meeting.

- **Enterprise Resource Planning (ERP):** Mr. Tom Lechner, assistant superintendent, technology and information systems, reviewed the following documents: *April 17, 2018 School Board Workshop ERP Purchase; New ERP; PowerSchool Master Software License, Maintenance, and Services Agreement; PowerSchool Addendum; and, Order Form Pursuant to Master Agreement.* Mr. Lechner shared with the board that the process of finding a software product that can meet the needs of our district has been a team effort. Several of our products (TERMS, Elke, and Manatee) are antiquated and no longer have user support. The process to find a replacement product began in November 2014. The process of selection was reviewed with the board at the February 16, 2016, and April 18, 2017, school board workshops. Pilot programs were completed. The district has planned for the replacement of these software programs and began setting aside Capital Outlay funds since 2012; currently there is \$11 million set aside. The roll out for this change will begin April 30, 2018 and end December 16, 2020. A project manager will be put in place temporarily to oversee this process. Ms. Lentino asked how this change will affect jobs. Mr. Lechner stated that this new software will create efficiencies over time; staffing will be reduced through attrition. Mrs. O'Shea asked if double entry will be required during this transition process. Mr. Lechner shared that double entry will be necessary; that is the difficult part; and, staff will need to be trained on the new software. Mrs. Lerner asked about the data in TERMS and transitioning it. Mr. Lechner shared that the company selected has accomplished that for other districts; our data will be maintained. The addendum are modifications that were made to their standard contract to fit our needs. These agreements will come to the board for approval at the April 24, 2018 board meeting.

- **Office of Professional Standards:** Ms. Paula Texel, assistant superintendent, human resources services; Ms. Laurie Dart, staff attorney; and, Ms. Becky Eggers and Mr. John Frank, administrators, office of professional standards, shared a handout *Office of Professional Standards*. Ms. Eggers stated that the purpose of OPS is to have a professional workplace and to put the most competent staff in front of our students. The majority of issues that arise are handled at the school/department level. Their office receives 12-15 calls per day from schools/departments about employee discipline concerns. They work with the supervisor on how to handle these issues and how to interpret the policies. Their department collects data so they are able to review how situations have been handled which provides consistency. Mr. Frank shared that the calls received are investigated when necessary; and, more often than not, employees are not guilty. Their office delivers trainings all year and at Embrace Pinellas (new teacher training). Mrs. Krassner asked about the use of success plans. Mr. Frank said these are not discipline issues; a template was created for this use. Typically, they attend level meetings with principals to talk about these topics. Mrs. Long shared that the sentiment in the district is that OPS is a “gotcha” system; there used to be trainings at the school which were very informative and helped employees understand the role of OPS. She feels strongly that improving the communication between OPS and staff would increase the security employees would feel with their administrator. She also asked if OPS looks for a pattern of complaints; if numerous staff are coming forward on the same issue. Ms. Eggers said they do. Ms. Dart advised that when cases come before OPS; they are reviewed as a team. Ms. Eggers shared that when employees call them; their job is to protect the employee. Mr. Frank said that administrators are advised not to use OPS as a threat. Typically, when an employee gets a letter to meet with OPS, it is not the first conversation, and they are advised that they may bring representation if they so choose. Ms. Flowers asked about the limitations of addressing inquiries about an OPS issue. Mr. Frank stated that 10 days after the investigation is complete, it becomes a public record. Mrs. Lerner said there isn’t any information about OPS on our website, it needs to give some basic information about the department. Ms. Eggers agreed that it will be addressed.
- **Safety Update (SB 7026):** Mr. Clint Herbic, associate superintendent, operational services, spoke about the progress being made to comply with the mandates of SB 7026. He said the Code of Student Conduct is being reviewed for minor revisions by Ms. Jennifer Dull, director, strategic planning and policy. The student crime watch programs will be established by the start of school in August 2018. The requirement for a school safety specialist does not require a separate job description. They are waiting for the DOE to establish the parameters for this position; the district will then name someone. They will then be trained through the DOE. During the May 30th district training, all administrators will get the information about what will be required of school staff. There are three work groups set up to address these three issues: 1) training and drills for staff and students; 2) school hardening; and, 3) threat assessments. The threat assessment piece is already established in our district; what we currently have in place is very comprehensive. He gave credit to Ms. Donna Sicilian and Ms. Lori Matway. The school hardening committee is chaired by the St. Petersburg Police Department. Each

building will have an assessment completed and local law enforcement will be provided this information before school opens for staff on August 1. The Florida Safe Schools Assessment tool is used; he is currently working on scheduling these walks with the team. Any issues that are found will be addressed promptly. Dr. Grego noted that SB7026 allocated grant funds that can be used for hardening issues; but he doesn't believe the state is allocating those funds yet. Mr. Herbic said our district is ahead of the curve, because we have been working toward hardening our schools before this law was passed. Mr. Herbic spoke about the required drills. An active shooter drill will need to occur monthly, as well as a fire drill. Staff will be trained on how to conduct these drills. When school is back in session; students will be trained during the first two weeks. He said part of that training will include awareness that some students are not mobile. The Run, Hide, Fight model will be discussed; teachers will need to know their options, including the option to distract. Student training will differ based on the age group. His plans will be developed by May 16; then shared with law enforcement; then, move forward with the plan. Officers will be training at schools. Currently, scheduling everything is the biggest challenge. Chief Luke Williams spoke about the Memorandum of Understanding with partner agencies. He knows that Gulfport and Tarpon Springs have already guaranteed their participation. He is aggressively recruiting schools police. They are using some of the newer job posting vehicles; indeed, monster.com, and TBT online. He is getting some interest. The Chief said they are working with human resources services to streamline some of the processes. They may use Skype for interviews in some cases. The ten month contract; along with the breaks when schools are closed, are appealing to some applicants. Training for officers new to the area will be scheduled at the St. Petersburg College Allstate Center. Mrs. Lerner asked how many schools police are we looking to hire; and, how will they fit in with other law enforcement officers. The Chief said that he is looking to hire about 50 officers; he prefers schools police in elementary schools. Dr. Grego noted that some municipalities want their officers in the schools because it is part of their community. He also said that since so many districts are not choosing the guardian program; that state money may be distributed to districts for startup money. Districts that will be utilizing the guardian program have to declare by July 1st. Ms. Flowers asked how schools are preparing for this additional staff. Mr. Herbic said they are providing an office, computer, and parking space etc. for their officer(s).

- **Job Descriptions:** Ms. Paula Texel, assistant superintendent, human resources services, reviewed the following job descriptions: *K-12 Guidance Services Specialist*; *Records Retention Coordinator*; and, *Records Retention Clerk*. She shared that these are not new positions. The K-12 Guidance Services Specialist has updated language that resulted from the FADSS study and qualifications were updated. Minor updates were done to the other two descriptions; eliminating the microfilm process and adding scanning. These will come before the board on April 24, 2018.
- **Charter Schools:** Ms. Lori Matway, associate superintendent, student and community services, shared the following documents: *Excelsior Preparatory* and *St. Petersburg Collegiate High School North Pinellas, Florida Charter School Application Evaluation Instrument*. She spoke about the process for charter school applications. The

applications must be received by February 1; then the district has 90 days to complete a comprehensive process of review. There are 22 standards that must be met. The first application to be discussed is St. Petersburg Collegiate High School North Pinellas. Mr. Rick Wolfe, director, charter schools and home education, shared that the application was weak in the sections addressing ESE and ELL students. The larger issue is the Florida Statute 1002.33 (5)(b)4 which states: If a Florida College System institution operates an approved teacher preparation program under s. 1004.04 or s. 1004.85, the institution may operate no more than one charter school that serves students in kindergarten through grade 12. Mr. Koperski stated that St. Petersburg College is already operating a charter school and they want to replicate it. He said that in his opinion, the school board cannot approve a second charter. Dr. Tonjua Williams, president, SPC, validated the great relationship that is shared with our district. But every year, St. Petersburg Collegiate is turning away applicants for their school. Many students want the St. Petersburg Collegiate program and not the early college program or dual enrollment program. Students in the St. Petersburg Collegiate program matriculate with an AA degree at no cost to their parents. Mrs. Lerner stated that she will follow the law as interpreted by the school board attorney. They may ask their attorney to address the statute. Ms. Lentino asked if the school had any sports programs. Ms. Metz, principal, said they have clubs at the school and students participate in sports either through their zoned public school or through club sports. Dr. Grego said that perhaps we can extend the approval date while they pursue clarification from the Department of Education; there is another board meeting on May 8, 2018. At this point, the board does not want to move forward due to the Florida Statute. Mr. Rick Wolfe spoke about the application for Excelsior Preparatory which is being recommended for denial. Of the 22 standards on the application; 15 did not meet the standard. Their learning gains are on the low side; there are ESE and ELL concerns; budget and finance concerns; and the relationship between the governing board and the management company do not have a clear delineation. Assistant school board attorney, Ms. Heather Wallace, shared that the district gave them to opportunity to clarify in writing, but did not receive a response. This will be brought before the board at the April 24th school board meeting.

- **Head Start Contract:** Mr. Kevin Hendrick, associate superintendent, teaching and learning services, and Dr. Shana Rafalski, executive director, elementary education, spoke about Head Start. At this time, there is no contract; there is an existing Memorandum of Understanding with Lutheran Services Florida; LSF is applying for a federal Head Start grant. Dr. Rafalski noted that we are moving forward with drafting the contract. This past year a new Head Start program was housed at Midtown Academy. Head Start wants to expand services into six areas of the county that have been identified as under-served; Woodlawn, Lealman, High Point, Skyview, Tarpon Springs and Dunedin. The district will run the programs, use our certified teachers; but the funding will run through Lutheran Services Florida. Dr. Grego shared that this brings the assurance of quality instruction. Mrs. O'Shea asked what the advantage of Head Start is over our own program. Dr. Rafalski said that Head Start is a six hour day and Lutheran Services does the recruiting; these programs are in high demand and currently waitlisted. We are exploring sites; some have available classrooms and some may be

housed in a portable building with a restroom. The class space and playground must be compliant with the Head Start guidelines. Ms. Flowers shared that Lutheran Services Head Start curriculum requirements are not as stringent as the district's and that Head Start is paid on a per student per day arrangement. These issues need to be addressed in the contract; we want to be paid on enrollment. Mrs. O'Shea shared that school readiness is a huge issue; and we need to look at what programs are doing a good job. Mr. Hendrick shared that when we are involved in these programs we are able to identify students who need services early on. After discussion, Dr. Grego stated that the district wants to run a quality program. This will be a topic on a future workshop.

- **Code of Student Conduct:** Mr. Ward Kennedy, area superintendent, and Ms. Jennifer Dull, director, strategic planning and policy, reviewed the following documents: *Setting a Public Hearing and Authorizing the Advertisement of the Public Hearing to Consider the Amendment to Policies in the Code of Student Conduct. Changes are made to 5500.03-STUDENT RESPONSIBILITIES; 5500.07- DISCIPLINE; and, 5500.08-MISCONDUCT THAT REQUIRES SPECIFIC CONSEQUENCES. This is the first reading of the proposed amendments to policy; Code of Conduct Review Committee 2018; and, The Code of Student Conduct 2017-18.* Mr. Kennedy said he gathers input from many stakeholders and then it is brought to committee to review. The work is moving toward a restorative way of work; students need to be in school. When a student is suspended from school there is a re-integration program. Petty offenses will no longer result in suspension. Hazing was added as an act that may result in discipline. Mrs. Krassner asked if elementary principals are still required to contact their area superintendents prior to suspending a student. Mr. Kennedy said that they are because the area superintendents want to be sure the process was followed prior to suspension. Mrs. Lerner asked for clarification on page 6, lines 223-224, where it states that a student will be suspended or expelled for second offense with drugs or alcohol. She asked that reassignment be added as an option. She also spoke about harassment and that "gender identity" should be added to our non-discrimination policy language. Mrs. Lerner suggested that this issue be discussed at a future workshop. The agenda item that was discussed notes the changes to the policy that will come before the board for its first reading on May 8, 2018.

- **Leadership Discussion:**

- **Dr. Grego:** He spoke about restorative practices and how the district is working with the International Institute for Restorative Practices (IIRP); Mr. Keith Hickman is their director of continuing education. Mr. Bob Poth, area superintendent, spoke about the process being used to implement restorative practices. In 2015-2016 the district began its work. In the winter of 2016, we contracted with IIRP to have 12 trainers. In the summer of 2017 the district began to train teams for our schools; teams were trained by 1 of the 12 trainers. Positive relationships are central to a strong school culture in restorative practice; it can take one to three years to shift attitudes and three to five years to change the school climate. This summer we will begin the work of social and emotional learning; school teams will be trained on this piece. A trainer for every school has been identified and

they will be part of the school team. Dr. Grego said that he is proud that we are addressing this issue.

- Ms. Flowers said that she understands that it takes time to roll it out with fidelity. Ms. Lentino asked about the SaferSanerSchools program which is being promoted by the FAST organization. Ms. Patricia Wright, area superintendent, said that we are looking at something more impactful. We are looking for sustainability. Mrs. Long asked if this is being taught with our incoming teachers. Ms. Wright said that it is part of Embrace Pinellas; the new teacher training.
- **Rene Flowers:** Ms. Flowers spoke about the letter from Harriet Blakely asking to honor her mother, Sallie B. Davis, the first principal of Melrose Elementary and the first African-American woman principal in Pinellas County. She initially requested the school be re-named Sallie B. Davis Elementary. School Board policy does not allow for the re-naming under the given circumstances; but, it has been suggested that a plaque be placed in the library honoring Ms. Davis. She asked the board members for their consideration. It was agreed that this would be appropriate.
- **Joanne Lentino:** She asked about a climate survey and thinks it would help school relationships. She communicated that teaching staff want to express what is going on in their schools with a better dialogue.
 - Dr. Grego shared some background. The district used to have a climate survey that had very poor participation. When the district pursued and received district accreditation through AdvancED, a climate survey became part of the requirement. It is a 360 degree survey that reaches students, parents, and staff. We have better participation than ever before and the comment boxes have no character limits. The results of the survey are shared with the board. He is thinking that a vehicle for input could be more of a suggestion box idea. Mrs. Cook said that she had no desire to change the survey we are using now. If we are looking at other ways to hear from staff; she is in favor of that. Mrs. O'Shea agreed that the survey we have now is good. Ms. Flowers said that the pressures being felt are district-wide; standards are the same for all teachers at all schools. Some schools have student/parent behaviors to deal with and they should be able to share their concerns. Mrs. O'Shea said that the current survey is not called a climate survey; some people are thinking it isn't a climate survey; which it is. Mrs. Lerner said that board members get information from staff when they go out to schools and that they hear things out in the community also. Dr. Grego said the current survey has revealed that many elements are trending in the right direction. When he meets with parent groups he is getting good feedback.
- **Carol Cook:** She spoke about the continuation of the FSBA Master Board training. Ethics training is next; and, she suggested some dates. It was decided that Tuesday, May 8th, between the school board meeting and the student recognition event, is when it would be scheduled.

- **David Koperski:** He said there is no order from the judge at this time regarding our litigation, it is sitting with the judge. He said the litigation issues can be discussed during an attorney-client closed session at the next board meeting on April 24th. He said the Constitutional Revision Commission (CRC) has finalized what will go on the ballot. It will go before the voters in November 2018.

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 3:45 p.m.

Chairperson
w.17April18

Secretary