

Inverness, Florida  
October 23, 2018

An Administrative Hearing and Regular Meeting were held at the District Services Center located at 1007 West Main Street, Inverness, Florida on Tuesday, October 23, 2018. Present: Sandra “Sam” Himmel – Superintendent; Douglas A. Dodd – Chairman, Thomas Kennedy – Vice Chairman, School Board Members: Virginia Bryant, Linda B. Powers and R. Wesley Bradshaw, School Board Attorney.

**ADMINISTRATIVE HEARING:**

The Administrative Hearing opened at 9:04 a.m.

Upon motions made, seconded and approved, an expulsion was directed in Case # 19-08, 19-12, 19-13, 19-20, 19-14, 19-15, 19-17 and 19-24

The Administrative Hearing was closed at 10:55 a.m.

**REGULAR MEETING:**

Chairman Douglas A. Dodd opened the Regular Meeting at 11:09 a.m. Linda Powers had opening exercises and shared information about “Hannah’s Art from the Heart” an organization that raises money for Pediatric Cancer research whose main goal is to help develop less toxic treatments for children with cancer. Children of all ages are encouraged to donate pieces of their art to help raise money. Mrs. Powers shared that Lecanto Primary School’s Art teacher, Cory Collins, and Rock Crusher Elementary School’s Art teacher, Stacy Griffin, together have raised \$16,000 for the National Pediatrics Cancer Foundation. Lecanto Primary School itself raised \$10,000. This was done by 4<sup>th</sup> grade students who made clay pots and sold them at the Inverness Art Festival. Mrs. Powers asked everyone to stand for the Pledge of Allegiance of the flag to the United States of America.

**ADOPTION OF AGENDA AS RECOMMENDED BY SUPERINTENDENT**

Chairman Dodd announced that agenda item VI, School Support Services, B, Human Resources, #5, Approve the New Job Description for Transportation Media Technician, has been removed from the agenda. Thomas Kennedy moved to adopt the agenda as recommended by Superintendent with the change as read by Chairman Dodd; seconded by Virginia Bryant and carried unanimously.

**CITIZEN COMMENTS**

None

**APPROVE CONSENT AGENDA – (Recognition of donations)**

Chairman Dodd announced the following modification to the consent agenda for consideration: Educational Services, Scott Hebert

C. Approve to Advertise for a Public Hearing at the ~~November 13, 2018~~ December 11, 2018 School Board Meeting to Approve the Request for a Second Amendment to the 2018-2019 Code of Student Conduct

Linda Powers moved to approve the consent agenda with the change as read by Chairman Dodd; seconded by Virginia Bryant and carried unanimously. The Executive Secretary to the School Board read the donations on the record.

**PRESENTATIONS**

- A. Citrus County Education Foundation, Shaunda Burdette  
Grants for Citrus County Schools Programs and Impact Statement (copy in supplemental file)

Shaunda Burdette, Executive Director of the Citrus County Education Foundation (CCEF), provided an overview of the Foundation and shared some of the new programs and fundraiser campaigns that will be happening this year. She expressed her gratitude for the generosity of the community members who were instrumental in the opening of the Teacher Store by fully stocking it. It is now open for all teachers to get merchandise they need free of charge. Mrs. Burdette was excited to share that the Dragon Boat Festival had been deemed an international event because there were several countries coming to participate in the race. Because of that, the Department of Tourism partnered with the Education Foundation and gave CCEF a large donation as a give back for bringing all the tourism into Citrus County. Mrs. Himmel gave accolades to Mrs. Burdette for helping make things happen in Citrus County and expressed the district's appreciation.

- B. District Student Services, Gina Dickey  
Recognition of the Proclamation of Red Ribbon Week, National Bullying Prevention Month and Unity Day (copy in supplemental file)

Superintendent, Sandra Himmel, read the Proclamation of Red Ribbon Week, National Bullying Prevention Month and Unity Day for October 22<sup>nd</sup> through October 26<sup>th</sup>, 2018.

**Proclamation  
Red Ribbon Week, National Bullying  
Prevention Month & Unity Day**

**WHEREAS**, the Citrus County Board of Education and the Anti-Drug Coalition and Street Team of Citrus County value the health and safety of all our citizens, and;

**WHEREAS**, substance abuse and bullying is particularly damaging to one of our most valuable resources, our children, and a contributing factor in the three leading causes of death for teenagers – accidents, homicides, and suicides, and;

**WHEREAS**, it is the goal of Red Ribbon Week, National Bullying Prevention Month, Unity Day, to involve families, schools, businesses, churches, law enforcement agencies, and service organizations in all aspects of this campaign and establish an atmosphere that supports awareness, education, and on-going initiatives to prevent illegal drug use, bullying and;

**WHEREAS**, the Citrus County Red Ribbon Week Campaign theme of “BE ALL YOU CAN BE” which promotes a positive message to students and encourages them to make decisions that impact bright futures by living a healthy, drug-free lifestyle, along with Unity Day, which encourages students to take a stand against bullying, choose kindness, and demonstrate peace.

**NOW, THEREFORE**, BE IT RESOLVED That I, Sandra “Sam” Himmel, serving as the Superintendent of Citrus County Schools, do hereby proclaim the following:

- **October** to be National Bullying Prevention Month
- **Wednesday, October 24<sup>th</sup> as Unity Day**
- **And October 22<sup>nd</sup> through October 26<sup>th</sup>, 2018 as “Red Ribbon Week”** in Citrus County

October 22, 2018  
Date

Sandra “Sam” Himmel  
Superintendent

The Proclamation was presented to Cara Meeks, Vice Chair of the Anti-Drug Coalition, by Superintendent Himmel and Chairman Dodd. Mrs. Meeks thanked the school board for their red ribbon participation within the schools and shared some of the events and contests going on at the schools during Red Ribbon Week. She introduced April Royal who shared information about the 4<sup>th</sup> Annual Unity Walk.

#### **EDUCATIONAL SERVICES, SCOTT HEBERT**

- D. Approved Research Proposal Request – Efficacy Trial of I Control (copy in supplemental file)

Dr. Scott Hebert, Chief Academic Officer, asked for approval of the Research Proposal Request – Efficacy Trial of I Control.

Linda Powers moved to approve the Research Proposal Request – Efficacy Trial I Control; seconded by Virginia Bryant. Linda Powers asked Lynne Kirby, Director of Exceptional Students, to share information about the research. Mrs. Kirby shared that the purpose of the study was to evaluate the effectiveness of the program, I Control. She explained that it was an executive function based, self-regulation intervention for students with emotional behavioral disorders and gave a broad overview. After discussion, a vote was taken and carried unanimously.

- I. Approved the Agreement By and Between the School Board of Citrus County, Florida and PACE Center for Girls, Inc. – Citrus (copy in supplemental file)

Dr. Hebert asked for approval of the Agreement By and Between the School Board of Citrus County, Florida and PACE Center for Girls, Inc. – Citrus.

Thomas Kennedy moved to approve the Agreement By and Between the School Board of Citrus County, Florida and PACE Center for Girls, Inc. – Citrus as amended; seconded by Linda Powers. Mrs. Powers asked about the selection process and the services provided in the PACE program. Dr. Hebert explained the selection process is done through District Student Services working with the schools to determine girls who would qualify to be a part of the program. It is a voluntary program and the girls choose whether they would be involved in the program. He gave a broad overview of the program and the curriculum and explained that it was a full year program that operates over the summer. After discussion, a vote was taken and carried unanimously.

#### **SCHOOL SUPPORT SERVICES, JONNY BISHOP**

- B. Human Resources, Suzy Swain
  - 1) Approved Instructional and Support Recommendations (copy in supplemental file)

Virginia Bryant moved to approve the Instructional and Support Recommendations; seconded by Linda Powers and carried unanimously.

- 5) Approve the New Job Description for Transportation Media Technician \*\*\* Pulled from the agenda \*\*\*

- D. Risk Management, Cheri Cernich
  - 3) Approved the 2018-2019 Best Practices Self-Assessment Report for School Safety & Security (copy in supplemental file)

Virginia Bryant moved to approve the 2018-2019 Best Practices Self-Assessment Report for School Safety & Security; seconded by Thomas Kennedy. Chairman Dodd asked Cheri Cernich, Director of Risk Management, to share information regarding the assessment. Mrs. Cernich explained that it was an assessment of safety practices within the district that is done on an annual basis. She gave a brief overview of the process and shared that it is a team effort to complete the report and mentioned the departments involved. She explained that every question is looked at to make sure the district is very accurate as to the safety practices within the district. Thomas Kennedy inquired if the school level reports interact with the district level report. Chairman Dodd and Mrs. Cernich agreed there was some correlation. After discussion, a vote was taken and carried unanimously.

- 4) Approved the 2018-2019 Annual Findings and Recommendations from the School Safety Specialist to the District School Board which identify strategies and activities that the District School Board should implement in order to improve school safety and security (copy in supplemental file)

Cheri Cernich, Director of Risk Management, gave a brief overview of the annual findings and recommendations and she shared very general information about some of the things the district has done to enhance safety and security in the schools. Discussion ensued regarding the hardening of the schools. Chairman Dodd inquired about the amount of the Hardening Grant and the timeline to receive it. Mrs. Cernich shared that the amount of the grant is \$538,000 and should be completed and submitted within the next couple of weeks. The district should have access to the grant money 30 days after it has been submitted.

Thomas Kennedy moved to approve the 2018-2019 Annual Findings and Recommendations from the School Safety Specialist to the District School Board which identify strategies and activities that the District School Board should implement in order to improve school safety and security; seconded by Linda Powers and carried unanimously.

#### **BUDGET UPDATE**

Tammy Wilson, Director of Finance, shared that the first budget amendment for this year would be brought to the November board meeting and briefly shared that through the district's investment accounts, more money should be earned as interest rates are rising.

#### **ATTORNEY, LEGAL MATTERS**

None

#### **APPROVE MINUTES**

Thomas Kennedy moved to approve the minutes of the Special Meeting and Workshop of August 28, 2018 and Regular Meeting and Public Hearing of September 11, 2018; seconded by Virginia Bryant and carried unanimously.

#### **CITIZEN COMMENTS**

None

#### **ANY OTHER BUSINESS THAT NEEDS TO COME BEFORE THE SCHOOL BOARD**

Linda Powers mentioned that Crystal River High School, Hernando Elementary and Crystal River Primary School had safety and mental wellness as part of their School Improvement Plan for the year.

Thomas Kennedy mentioned he had been at some great School Improvement Plan meetings and appreciated those opportunities. He thanked Superintendent Himmel, Mr. Mullen, Mr. Bishop, Mr. Chamblin, Mrs. Androski and all the school

administrators for a monumental undertaking of creating the new School Board website.

Chairman Dodd shared that Fort Cooper Park had a great turn out for their Living History Days with many 4<sup>th</sup> graders in attendance. He mentioned that the Stampede Rodeo was in November and Miss Rodeo Florida would be there. There was discussion of the possibility of having her speak at some of the schools. Chairman Dodd mentioned that he would like to have a discussion at a future workshop to review the sports and activities at the middle schools and how to promote them.

Superintendent Himmel stated that safety awareness in the schools was on every Principal meeting agenda and was discussed when she met with the Student Advisory Council. She mentioned that the Executive team and herself met with a parent advisory team that has a representative from every SAEC meeting and they would take notes and share information at their SAEC meetings.

## **ADJOURNMENT**

Chairman Dodd adjourned the Regular Meeting at 12:57 p.m.

## **EXECUTIVE SESSION**

An Executive Session was called at 1:00 p.m. pursuant to Florida Statute 447.605 and the room was cleared except for appropriate designated personnel.

The Executive Session was closed at 1:20 p.m.

Douglas A. Dodd  
Chairman

Sandra Himmel  
Superintendent

## **ATTACHMENT – A**

### Educational Services, Scott Hebert

- A. Approved of 2018-2019 School Volunteers (copy in supplemental file)
- B. Approved the 2019-2020 School Calendar Options for Citrus County Schools (copy in supplemental file)
- C. Approved to Advertise for a Public Hearing at the November 13, 2018 School Board Meeting to Approve the Request for a Second Amendment to the 2018-2019 Code of Student Conduct (copy in supplemental file)
- E. Approved Contract with Florida Elks Children’s Therapy Service (copy in supplemental file)
- F. Approved the Department of Education Approved 2018-2019 IDEA Entitlement Grant and the IDEA Preschool Grant (copy in supplemental file)
- G. Other Sites:
  - 1. Approved the Affiliation Agreement between the State of Florida, Department of Health/Citrus County Health Department and the

- Citrus County School Board/Withlacoochee Technical College (copy in supplemental file)
2. Approved the Indefinite Quantity Agreement between CareerSource Citrus Levy Marion and Withlacoochee Technical College (copy in supplemental file)
- H. Approved the Agreement Between the School Board of Citrus County School and Interim Health Care of West Central Florida (copy in supplemental file)

School Support Services, Jonny Bishop

- A. Facilities, Construction and Maintenance, Eric Stokes
- 1) Approved Pre-Qualification of Contractors for Educational Facilities (copy in supplemental file)
  - 2) Approved the Change Order #1 for Hernando Elementary School Kitchen Renovation & Remodeling (copy in supplemental file)
  - 3) Approved the Change Order #2 for Inverness Primary School Partial Re-Roofing on Buildings 1A, 3 & 5 (copy in supplemental file)
- B. Human Resources, Suzy Swain
- 2) Approved the Affiliation Agreement with the University of West Florida (Internship) (copy in supplemental file)
  - 3) Approved New Job Description for Maintenance Analyst (copy in supplemental file)
  - 4) Approved to Increase Pay Scale for Transportation – Shop Foreman (copy in supplemental file)
- C. Planning and Growth Management, Chuck Dixon  
Citrus County School District Continuity of Operations Plan (COOP)  
(copy in supplemental file)
- D. Risk Management, Cheri Cernich
- 1) Approved the settlement agreement between Kristan Ward and the School Board of Citrus County, Florida regarding case #2016CA001053 (to be distributed)
  - 2) Approved the 2018-2019 Agreement Between the School Board of Citrus County, Florida and the Citrus County Sheriff's Office for Sheriff's Security Services (copy in supplemental file)

Finance, Mike Mullen

- A. Approved Request to participate in an out-of-state field trip to Oahu, Hawaii for the purpose of performing at the American Musical Salute to Hawaii: Commemorating the 75<sup>th</sup> Anniversary of WWII and to enjoy the area's cultural and historical venues from June 5 – 10, 2019 (copy in supplemental file)
- B. Approved Request to participate in an out-of-state field trip to Moultrie, GA for the Sunbelt Agricultural Exposition on October 17, 2018 (copy in supplemental file)
- C. Approved the \$500 Florida Agriculture in the Classroom grant to Central Ridge Elementary School (copy in supplemental file)
- D. Approved the \$500 donation to Forest Ridge Elementary from the VFW Auxiliary Post 10087(copy in supplemental file)

- E. Approved the \$1,000 donation to Hernando Elementary School from Keller Williams Realty (copy in supplemental file)
- F. Approved the \$500 credit donation to Lecanto Primary School from James Patterson/Scholastic Book Club Giveaway Award (copy in supplemental file)
- G. Approved the donation of Bristlebot Kits for a value of \$510 to Lecanto Primary School from DonorChoose.org (copy in supplemental file)
- H. Approved the \$675 donation to the Academy of Environmental Science from Fero & Sons Insurance (copy in supplemental file)
- I. Approved the \$500 donation to the Academy of Environmental Science from Save Crystal River, Inc. (copy in supplemental file)
- J. Approved the \$935 donation to the Academy of Environmental Science from Network for Good (copy in supplemental file)
- K. Approved the \$10,000 donation to Withlacoochee Technical College from Crystal River Eagles Aerie 4272, Inc. (copy in supplemental file)
- L. Approved renewal of ITB 2015-07 Commercial Paint Labor Services to Lamphier Company d/b/a Lamphier & Company (copy in supplemental file)
- M. Approved Disposal of Active Surplus Property (copy in supplemental file)
- N. Approved Reactivation of Previously Surplus Property (copy in supplemental file)
- O. Approved the 2017-2018 Revised Annual Financial Report (copy in supplemental file)
- P. Approved Resolution Affirming Participation in the Small School District Council Consortium (copy in supplemental file)