



Meeting Minutes Duval County Public Schools

August 9, 2021, Subcommittee Meeting

Ms. Elizabeth Andersen, Chairman
Mr. Darryl Willie, Vice-Chairman
Dr. Kelly Coker
Ms. Lori Hershey
Mr. Warren A. Jones
Ms. Charlotte D. Joyce
Ms. Cindy Pearson
Dr. Diana Greene, Superintendent

ATTENDANCE AT THIS MEETING OF THE DUVAL COUNTY SCHOOL BOARD: Chair Elizabeth Andersen and Board Member Dr. Kelly Coker. were present. Ms. Rita Mairs, Office of General Counsel, was also present.

Call Meeting to Order

The meeting was called to order at 1:36 p.m.

Items to be Discussed

1. NEWLY PROPOSED INTERNAL BOARD AUDITOR EVALUATION POLICY

Assistant Superintendent of Human Resource Services Vicki Schultz and Director of Alternative Certification/Highly Qualified Jeremy Boatright joined the discussion on this item. Board Member Coker and Rita Mairs, Office of General Counsel, went through the draft of the newly proposed Internal Board Auditor Evaluation, Policy 2.37 (see attached in agenda). Discussion included:

- Internal Board Auditor (IBA) evaluation process will follow the District Office Administrative Summary Timeline (see attached in agenda).
- Dr. Coker suggested changing the language in the Evaluation Instrument section from the Board and Internal Board Auditor establishing performance targets and goals to the Evaluation Subcommittee establishing performance targets and goals. The full Board can provide input but believes the Subcommittee should create the targets and goals. It would be easier for the Subcommittee to establish than having all 7 Board Members determining what the goals should be.
- Evaluation instrument will stay the same every year, but targets will change based on the timeline.
- Determined that the policy can be reviewed on a bi-annual basis.
- To meet the timeline deadlines, Ms. Schultz and Mr. Boatright advised to put at least 30 days prior to

the Board's formal evaluation, the IBA should submit their Self-Appraisal to the Board.

Chair Andersen arrived at 1:46 p.m.

- Evaluation documents are public record. However, Ms. Mairs will need to research if the IBA evaluation is legally required to be aired out publicly. It's unknown why prior counsel advised it needed to be public, but Board Member Coker believes it had something to do with the evaluation at the end being a combination of all Board Members' responses and the Sunshine Law. Ms. Mairs will research further and come back with the information.
- Unless for any unforeseen circumstances such as financial, the conversation about evaluation and contract renewal/re-appointment would be the same conversation.
 - Chair Andersen recommended, in terms of policy, it should be clear that individual evaluation conversations will occur, and the discussion of a final, collective evaluation is part of the conversation of re-appointment.
- Additional discussion took place on whether the IBA should be treated as other District administrators and allowed personnel privacy or if it's required by law to have evaluation public. Ms. Mairs is going to research further, as well as see what other Districts do.

2. POSSIBLE AUDITOR SELECTION COMMITTEE POLICY CHANGES

This agenda item was not discussed.

Adjournment

1. ADJOURNMENT

The meeting was adjourned at 2:08 p.m.

KPG

Superintendent

Chairman