Meeting Minutes
Duval County Public Schools

August 9, 2021, Board Workshop

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: All Board Members except Board Member Charlotte Joyce were present. Dr. Diana Greene, Superintendent, and Ms. Rita Mairs, Office of General Counsel, were also present.

Call Meeting to Order
The meeting was called to order at 9:03 A.M.

Items to be Discussed

1. RELOCATION OF ADMINISTRATIVE OFFICES

Through a PowerPoint presentation (see attached), Mr. Stewart Green, Senior Project Manager for Coldwell Banker Richard Ellis, (CBRE) explained the process for the relocation of the Administrative Offices. Mr. Stewart shared insight on the 5 tasks to be completed for the relocation.

- Reviewing the existing appraisal for 1701 Prudential Drive and the current occupied administrative space square footage.
- Identifying the opportunities for consolidation based upon the staffing requirements.
- Considering the replacement relocation options and value difference for each.
- Evaluating the lease for the Schultz Center.
- Identifying excess space or opportunities.
- Mr. Oliver Barakat, Senior Vice President of CBRE, explained page 6 of the PowerPoint Presentation attached entitled, Administrative Headquarters Relocation Project Phase I Briefing; Commitment to Fund.
    - The explanation included scenarios based upon a 20-year term. The explanation included scenarios ranging from staying in existing location to relocation of another Duval County Public Schools (DCPS) owned site.
    - Things taken into consideration were 2 cost offsets to include the revenue from selling

    the building, and the tax revenues that would go to the district.
    - Mr. Barakat gave advantages and disadvantages for the 8 hypothetical scenarios.

Mr. Paul Soares, Assistant Superintendent of Chief Operations, explained pages 7 & 8 of the PowerPoint presentation that included the 3 best options such as build to suit, lease to own, and relocation to another DCPS owned site as well as next steps. The next steps included the intent to fund, approval to put properties on the market, and approval to release a variable Information Technology Networking (ITN). He explained the net cost and the amount needed to fund this project. Discussion took place to include questions asked by Board Members.

- Board Member Jones asked about the tax incentive and how it works as well as will the incentives be shared with the district?
- Board Member Coker joined the discussion to ask about the benefits for selling specific properties as well as when would the Downtown Investment Authority (DIA) come into the process?
    - Mr. Soares gave a detailed description to include the square footage and what prevents from buying another administrative building. There is a need to show a plan of reduction in the square footage to be approved for the purchase of another building.
- Board Member Pearson joined the discussion to ask what our situation is as far as the commercial market.
    - Mr. Barakat provided insight for Board Member Pearson to include letting the Board know the district is in a very good place due to the quality of the building.
- Board Member Hershey joined the discussion to question about the potential increase and how the tax base would benefit the city?
    - Mr. Barakat explained they are working with the DIA and the process relating to the district.
    - Dr. Greene joined the discussion to share capital never changes and it always stays at $1.5 million.
    - Board Member Willie joined the discussion asking about the flexibility of some of the options and what goes into the $11,000,000.
    - Mr. Barakat and Mr. Soares talked about the buildings that give the most flexibility and the desire to maintain that flexibility.
- Board Member Coker questioned how this would relate to the half penny sales tax as it relates to a marketing standpoint.
    - Dr. Greene stated it would be all capitol and no half penny sales tax.
- Discussion took place around those that maybe working from home versus the employees working in the building.
    - Dr. Greene shared the only employees working from home are the ones with Americans with Disabilities Act Amendments Act (ADAAA) accommodations. The goal is to be flexible but currently not looking at working from home options. Dr. Greene foresees things will become more complex as it relates to the various options available.
    - Chair Andersen encourages that the district should make the best choice for taxpayers. She wonders how the investment will affect the children and the community.
    - Dr. Greene reminded the Board that we run a business of education and to run the

business of the district effectively there is a need to eliminate excess square footage.
    - The relocation would benefit the students and the community.
    - Board Member Hershey agrees with the consolidation and believes that it aligns with the master and strategic plan.
- Chair Andersen continued the discussion focusing on enrollment and the move being good for the students and community as well as the capitol projections that could support change however per Mr. Soares this is subject to Florida Department of Education (FDOE) approval.
    - Chair Andersen shared insight on the restrictions that the public school system faces.
- Mr. Soares gave insight on the process that deals with the short documents that go through proposals.
    - The process takes from 4-8 months.
    - The Board would participate in the workshop in which the scenarios are shared with the Board for discussion.
    - The Board needs to start with a resolution that commits to funding.
    - Mr. Soares informed the Board of things needed from them.
- The Board discussed the options to take off the table or move forward with everything.
    - Board Member Hershey suggested that everything needs to be looked at as well as the other available incentives and what type of impact this will have. She shared the value of the current building is rising.
    - Board Member Coker shares her concerns about projections and possibilities as it relates to the relocation.
    - Mr. Soares said the idea of the relocation is to offset the cost.
    - Board Member Jones desires to keep all options on the table and shares some advantages of the relocation such as saving time in travel, cost of gas and just being more efficient.
    - Board Member Willie says it would be more flexible workspace and encouraged the Board to think about other things that could happen.
    - OGC shared they are already working on the issues regarding the DOE.
    - Chair Andersen does not want to lose any opportunities.
    - Dr. Greene stated the goal is to have a resolution possibly on the September Board Agenda.

2. TECHNOLOGY PLAN

Through a PowerPoint presentation Discussion, Mr. Jim Culbert, Chief Officer of Technology Services, presented a PowerPoint presentation (see attached) about the 2021-2022 technology plan.

- The plan provides students, teachers, and administrators with the necessary tools to be successful.
- He also shared information on the various topics from the mission and vision of technology services to monitoring and evaluation.
    - Discussion continued to include things that were instrumental in getting through the pandemic.
    - The focus of the technology department, which is technology support, partnerships, planning, needs assessment, projects, goals to include 28 short term and 11 long term projects and strategies, funding allocations for technology, e-rate technology,

technology acquisition, access to include equitable and effective, user support plan, professional development, classroom support, and monitoring and evaluation.

- Mr. Culbert explained the technology process to include the process, workflow, performance, and strategy adjustments.
    - Discussion took place about students being out of school due to Covid and their ability to stream to access missed assignments through Teams.
    - The discussion also included expansion of technology and being able to keep up with other counties.
    - Chair Andersen joined the discussion and shared that Parent-Teacher Association (PTA) groups would like to assist with technology.

Board Members recessed at 10:49 a.m. The workshop resumed at 11:03 a.m.

3. MENTAL HEALTH PLAN/SUPPORT

Ms. Katrina Taylor, Director of School Behavioral Health, provided a PowerPoint Presentation (attached) on the Mental Health Allocation Plan.

Discussion took place around the following topics, Youth Mental Health Awareness Training Plan, Mental Health Assistance Allocation Plan Assurances, Planned Outcomes, District Program, and Direct Employment.

- The discussion included the new 2021-22 Mental Health Assistance Allocation (MHAA) plan that the district has implemented. Within this discussion Ms. Taylor explained what the plan consists of such as the Youth Mental Health First Aid Training (YMHFA), Evidence Based Programs, Mental Health Procedures, and Crisis procedures. The goal is to train all elementary school-based staff and assessment team members as well as middle and high school staff that have not been trained in previous years. The projected budget for the YMHFA includes stipends, materials, & National Council Training.
- The planned outcomes are to build effective cross-system collaboration across the school and community, expand and increase access to mental health supports within a multi-tiered behavioral framework, increase equitable access to coordinated mental health services for students, and increase mental health awareness of youth, families, schools, and communities.
- Board Member Pearson inquired about things that have been integrated into Wellness Wednesdays and things that will be integrated that are different from previous years.
    - Discussion took place around the participation of students in Wellness Wednesday.
- Board Member Jones joined the discussion to inquire about services for students dealing with issues involving home life and other personal issues.
    - Ms. Taylor briefed the Board on services that are available throughout the district for these situations.
    - Board Member Willie inquired about the methods used to get people to these services, in which Ms. Taylor determined that the School Counselors refer students for services as well as some refer themselves or parents refer the students.
    - Board Member Willie also questioned how is the information conveyed to the staff?
    - Ms. Taylor responded that Professional Development is used to assist with getting the information to staff.

- As it relates to the Baptist Connection, Board Member Willie inquired if there is a list of schools that are taking advantage of these services.
  - Ms. Taylor determined yes there is a list that is being shared.
- Chair Andersen inquired about the number of days to initiate, the understanding of staff as it relates to their role as counselor, and trusted adults being able to handle the information given to them and making sure every partner organization that assist with these services or responsibilities have the same information that is being given to children.
  - Ms. Taylor shared insight on training to assist with providing the support needed.
  - Dr. Greene joined the discussion adding that we do not want partners to be counselors due to the liability, but we do want them to know how they can assist.
  - Dr. Greene commended Ms. Taylor on the job done and the input.
- Chair Andersen shared desires of hoping more training can be provided for staff when looking at the use of funds for Adverse Childhood Experiences (ACEs) as well as she questioned fellow Board Members if they were aware of ACEs. Chair Andersen also inquired about a Board-Certified Behavior Analyst (BCBA).
  - Ms. Taylor explained the difference between a BCBA and a mental health counselor as well as the focal point and that the barrier to this assistance would be funding.
  - Board Member Hershey joined the discussion to inquire about the availability of unconscious bias training for everyone per Ms. Taylor it is available and open to everyone.
  - Chair Andersen shared insight on how to ensure the staff understands their roles and what message is being shared with school leaders as to why these trainings are so valuable.

4. GOVERNANCE

Chair Andersen addressed the Board Admin Assistant timeline and getting better dates scheduled for the process.

- The timeline should include up to 10 candidates for the position by August 16th along with the dates of availability.
- Ms. Sonita Young, Chief of Staff, explained the details of the process.
  - Board Member Hershey inquired about the communication that would take place concerning the number of candidates and whether that would be left up to Ms. Schultz, Assistant Superintendent of Human Resources.
  - Board Members continued to discuss the interview process and everything that is involved to include the steps that need to be taken by Board Members.
  - Board Member Jones shared concerns about the training for current and upcoming staff as it relates to the policies, public records request, and any other needs. He wants to ensure that the staff gets the proper training.
- The discussion continued about the meeting notices, ensuring they are noticed properly and the checks and balances process to ensure things are being done correctly.
  - Ms. Mairs joined the conversation to share her thoughts on the checks and balances process.
- Board Member Hershey shared her concerns about the process of handling resumes between the Superintendent's office and the Board Office and thinks there needs to be a level of separation as well as policies need to be reviewed.

- Board Member Coker joined the conversation, sharing thoughts on the good rapport with the Superintendent's office and how it is working.
  - Board Member Willie added that things should be operated based upon policy.
  - Ms. Mairs continued in the discussion by sharing thoughts on making sure the training aligns to the policy and when training is being done that there is a reversion back to show why things must be done the way they are based upon the policy.
- The Board continued the discussion by talking about the Resolution of the School Board regarding the Hilltop Village Apartment Complex.
  - Board Member Jones explained the purpose of bringing up the resolution and Ms. Mairs joined the discussion to give understanding. Discussion continued to include Board Member Willie suggesting the school or areas to include the verbiage for the school attendance zones.
- Board Member Coker reminded Board Members about the Superintendent's evaluation.
- Board Member Pearson shared information from virtual Florida School Boards Association (FSBA) Advocacy meeting which included building relationships, and having friendly interactions with local, state, and federal contacts. She encouraged Board Members to look at the bingo form for suggestions. She continued to remind the Board of the Legislative Platform on 8/13/2021 and all other important dates to remember.
  - Board Member Hershey asked when will Board Member Pearson work with the Board to set up the legislative platform?
  - Board Member Pearson shared insight on things that would occur.
- Board Member Hershey asked about the organizational meeting since there is no election this year.
- The discussion continued involving policy 2.38, the first day of school and staff opt out forms.
  - Dr. Greene added to the discussion by giving the number of received opt out forms completed which would result in having 300 subs for the 1st day of school. Dr. Greene also included the number of students enrolled in Duval Virtual Instruction Academy. The discussion continued concerning the mask and lawsuits as well as quarantine processes and the Department of Health. Discussion also took place concerning the use of seating charts to assist the Health Department with schools or classes that need to be closed. The district will continue their own testing using the Polymerase Chain Reaction (PCR) Covid-19 test and Dr. Greene continued to explain the protocols and procedures.
- The discussion continued with Ms. Mairs sharing information as it relates to Covid harassment.
  - Dr. Greene shared clear directives were given to ensure that classes operate in a normal way.
- Chair Andersen inquired about desk separation.
  - Dr. Greene shared insight on the plexiglass for some students as it relates to those that cannot wear a mask and she provided examples to the Board.
- Board Member Coker joined the discussion inquiring about various situations such as one feeling harassed and the effect this could have on the district.
  - Ms. Mairs advised that the district should not have protocols that can appear to be dehumanizing and that the district should protect itself.
  - Board members continued discussion on the opt out form and what is on the Department of Education website.

- Board Members continued by discussing bullying and Duval Virtual Instruction Academy (DVIA) and the confusion that some parents are experiencing.

Adjournment

1. ADJOURNMENT

Motion:
That the Duval County School Board move to adjourn the meeting at 1:20 p.m.

Vote Results:
Motion: Darryl Willie
Second: Warren Jones

Aye:
Kelly Coker
Lori Hershey
Warren Jones
Cindy Pearson
Darryl Willie
Elizabeth Andersen

Nay:
None

MA

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Superintendent

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Chairman