



Meeting Minutes Duval County Public Schools

August 25, 2021, Policy Handbook Review Committee

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 were present except Board Member Charlotte Joyce. Ms. Rita Mairs, Office of General Counsel, was also present.

Call Meeting to Order

The meeting was called to order at 9:15 a.m.

Items to be Discussed

1. BOARD POLICY 3.61, MOMENT OF SILENCE

Chief of Staff, Sonita Young explained the purpose of the scheduled Policy Review meeting.

Executive Director, Brian McDuffie explained the changes to the policy.

Board Member Hershey inquired about it being pushed out to schools and observed. Chief of Academics, Paula Renfro mentioned that it is a part of the instructional framework and provide the specific guidance.

Board Member Pearson inquired about when it could be done. Ms. Renfro mentioned that it is built into the instructional schedule.

Board Member Dr. Coker spoke about when she was a school-based administrator and when the moment of silence was done at her school. She had heard about the different times that it was taking place in the schools and is concerned about the possibility of teachers not doing it all. Ms. Renfro

mentioned that every school has a structure as to when it is done.

2. BOARD POLICY 4.10, THE CURRICULUM

Mr. McDuffie explained the changes to the policy.

Board Member Hershey inquired about parents being able to review the curriculum. She also added about parents knowing when it is posted and where it is located. Ms. Renfro stated that there is a textbook adoption which is a public notice, and it identifies where parents would be able to view the instructional material and it is being moved under Academic Services. She also added that every textbook that is adopted is available for review at the Instructional Materials Department. Board Member Hershey inquired how would parents know it is available for them to review. Ms. Renfro stated it is on the Instructional Materials website and again spoke about the public notice. Director of Physical and Health Education, Heather Albritton added that parent notification letters are sent home with the students providing parents with the information they need for Physical and Health Education.

Board Member Jones arrived at 9:27 a.m.

3. BOARD POLICY 4.121, POSTSCHOOL SERVICES FOR STUDENTS WITH DISABILITIES

Mr. McDuffie explained the changes to the policy.

Board Member Dr. Coker inquired how this would impact the graduation rate. Executive Director of Exception Student Education, Gail Roberts stated that there would be no impact.

Board Member Hershey mentioned about the parent that she had referred to Ms. Roberts and inquired if this policy would address the concerns that the parent had. Ms. Roberts stated that it would. Parents wanted the focus to be on post-secondary services.

4. BOARD POLICY 4.20, INSTRUCTIONAL MATERIALS SELECTION AND ALLOCATIONS

Mr. McDuffie explained the changes to the policy.

Board Member Pearson inquired about when the open notice happen. Ms. Renfro stated that it needs to occur by March 1st. and explained the process.

5. BOARD POLICY 5.28, ZERO TOLERANCE FOR SCHOOL RELATED CRIMES

Mr. McDuffie explained the changes to the policy.

There were no questions or comments.

6. BOARD POLICY 5.61, USE OF RESTRAINT AND SECLUSION WITH STUDENTS WITH DISABILITIES

Mr. McDuffie explained the changes to the policy.

Board Member Dr. Coker inquired about what was happening to the spaces that were used for seclusion. Ms. Roberts stated that there were only two remaining sites and that the doors had been removed.

Board Members Jones inquired about the term 'limit the use of restraint'. Ms. Roberts explained that there's focus on reducing the use of restraint and using more de-escalation procedures. Board Member Jones inquired about tracking the number of times restraints have been used. Ms. Roberts stated that there is a robust recording and notification system for notifying families and the State. It is very detailed from the beginning to the end of an incident. She explained what the new requirements are regarding this matter.

Board Member Dr. Coker made an inquiry about how often staff is trained and who is handling the training. Ms. Roberts stated the Professional Crisis Management Association is the agency that is used for certification and that all Practitioners must be retrained every year.

Chair Andersen inquired if 'V - PETTY ACTS OF MISCONDUCT' was a District or State Policy. Ms. Roberts confirmed that it was a Florida Statute.

Board Member Jones inquired about the impact on the number of students who are Backer Acted. Ms. Roberts stated that this does not directly relate to Baker Acting and provided an explanation. Ms. Young mentioned that staff is still working on the Baker Act Policy.

Board Member Dr. Coker commented about resources for mental health versus Baker Acting.

Chair Andersen inquired how this policy ties to the multi-disciplinary policy. Ms. Roberts stated that when there is new legislation, they must come before the Board.

7. BOARD POLICY 6.72, VIOLATION OF LOCAL, STATE, AND/OR FEDERAL LAWS

Mr. McDuffie explained the changes to the policy.

There were no questions or comments.

8. BOARD POLICY 6.75, RESIGNATIONS

Mr. McDuffie explained the changes to the policy.

Discussion included:

- Executive Director of Equity and Inclusion, Sherry Jackson shared that if an employee resigns prior to the conclusion of an investigation, it does not hinder the investigation nor does it interfere with the Florida Department of Education (FLDOE) deciding any outcomes.
- Whether an employee is terminated or resigns, it is the finding of the investigation that determines if the investigation goes to FLDOE.
- Ms. Jackson and Ms. Young provided explanations regarding paragraphs 4 and 5.

- It was decided to revisit the policy.

9. BOARD POLICY 6.80, PROFESSIONAL ETHICS

Mr. McDuffie explained the changes to the policy.

There were no questions or comments.

10. BOARD POLICY 8.09, SCHOOL SAFETY MONITORING - NEW

Mr. McDuffie explained the purpose of the new policy.

Board Member Hershey mentioned that the policy appeared like legislation that came out after the Parkland incident and wanted to know how it was different from the original legislation and inquired if this was a result of being late getting it done. Mr. McDuffie provided an explanation about what the District was doing regarding the policy. Chief of Police, Greg Burton confirmed what Mr. McDuffie stated and added further information about the requirements from FLDOE regarding this policy. Ms. Young explained about FLDOE going into rule making.

Board Member Jones inquired about the School Safety Specialist position. Ms. Young responded that Chief Burton is the School Safety Specialist. Board Member Jones also inquired if School Safety Officers and School Safety Assistants should be included in the training. Ms. Young provided a brief explanation about process regarding the positions Board Member Jones inquired about.

Chair Andersen inquired about the number of charter schools that the District provides security versus them having their own. Chief Burton responded that the charter schools do not use the District's staff. The charter schools must get their own and are covered by the Jacksonville Sheriff's Office (JSO). Chair Andersen then inquired if the charter schools are not compliant, what then happens. Chief Burton stated that he must report the information to FLDOE and that the Sheriff is the accountable party. Chair Andersen expressed her concern about the Board being legally responsible if charter schools are not in compliance.

Ms. Young confirmed that the Board is legally responsible and provided further explanation about what Chief Burton was saying. She also mentioned about the provisions that have been put in place to deal with charter schools that are out of compliance. Ms. Mairs mentioned about reviewing the charter school contracts with Assistant Superintendent Sharwonda Peek and make additional changes if necessary.

Chief Burton added that he had met with the charter school principals as a part of their training and hopes to meet with them once a month to make sure they are in compliance with the policy.

11. BOARD POLICY 8.20, DISASTER PREPAREDNESS

Mr. McDuffie explained the changes to the policy.

There were no questions or comments.

12. BOARD POLICY 8.21, THREAT ASSESSMENT TEAMS

Mr. McDuffie explained the changes to the policy.

Chair Andersen inquired if the District is still required to use the title behavioral threat assessment team and adding the word 'behavioral' to be more specific per the statute or could other adjustments be made. Mr. McDuffie responded that the change is made to distinguish which assessment is being dealt with. Executive Director of Student Discipline and Support, Jackie Simmons mentioned that the title behavioral threat assessment is what is used for training and was adopted throughout the state.

Board Member Dr. Coker and Board Member Hershey expressed their thoughts about being consistent with the State regarding the title.

Chair Andersen made inquiry as to what students are told regarding this situation. Mr. Simmons responded that students are active participants to the process.

Board Member Dr. Coker requested information about parental notification. Mr. Simmons explained how parents are included in the process.

13. BOARD POLICY 8.59, NAMING OR RENAMING SCHOOLS - FINAL

Ms. Mairs explained the changes to the policy.

Discussion included:

- Include Parent Teacher Student Association (PTSA) along with Parent Teacher Association/Parent Teacher Student Association (PTA) in the policy.
- Whether to allow additional schools in the name change while already in the process of changing school names.
- The distraction that is caused to the Superintendent and Staff when going through the name changing process for a school. They need to be able to focus on education.
- The Board's ability to waive the policy if ever needed.

Board Member Jones left at 11:17 a.m.

14. BOARD POLICY 2.37, BOARD AUDITOR EVALUATION

Chair Andersen commented about the new board policy. She thanked the Board Members Dr. Coker and Joyce for the hard work they completed to put this policy together.

Discussion included:

- Allowing Board Member Joyce to review the final policy since she was very involved in the

creation process.

- The different sections of the Internal Board Auditor's (IBA) evaluation.
- The purpose of the evaluation.
- The procedure for completing the IBA's evaluation.
- The history and Sunshine Law regarding evaluations
- The difference between the Superintendent and IBA's evaluation.
- Whether to have discussion about the IBA's evaluation in a public meeting.
- Consider discussing the IBA's evaluation at a Workshop and voting at a separate meeting.
- If using the District's evaluation for the IBA, there will be 35 meetings.
- The process of completing the self-assessment was explained.
- Where the self-assessment would be maintained.
- Worked on reducing the number of individual meetings that need to be conducted.
- Discussion about adding the Strategic Plan language in the IBA's evaluation.
- Deadline for informing Human Resources if employee is being reappointed.

Board Member Dr. Coker shared a draft form of Board Policy 2.36 - Board Meeting Protocol and Format for the Board Members to review and provide input. Brief comments were made about:

- Additional meetings being added to the calendar when Board Members may already have something else on their calendar.
- Having meetings at the time that the public can attend.
- Considering the time staff must be away from their regular responsibilities to attend meetings that they may require their presence.
- The use of digital platform when a Board Member is not able to physically attend a meeting.

Adjournment

1. ADJOURNMENT

That the Duval County School Board move to adjourn the meeting at 12:10.

Vote Results:

Motion: Board Member Pearson

Second: Board Member Dr. Coker

GC

Superintendent

Chairman