



Meeting Minutes Duval County Public Schools

November 17, 2021, Policy Handbook Review Committee

Mr. Darryl Willie, Chairman
Dr. Kelly Coker, Vice-Chairman
Ms. Elizabeth Andersen
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. Ms. Rita Mairs, Office of General Counsel, was also present.

Call Meeting to Order

The meeting was called to order at 9:47 a.m.

Items to be Discussed

1. BOARD POLICY 2.35, BOARD COMMITTEES

Brian McDuffie, Executive Director of Policy & Compliance, explained the changes to the board policy.

Discussion involved:

- Who would be the ex-officio.
- The Chairman of the Auditor Selection Committee (ASC) would not necessarily be the Chairman of the Audit Advisory Committee (AAC).
- Willingness of the Chair to appoint someone to be the ex-officio for the AAC.
- Should the ex-officio be a Board Member or a non-Board Member.
- Language is needed to say that the ex-officio of the AAC is to sit on the ASC.
- What the composition of the committee is to look like.
- Should the ex-officio be a voting or non-voting member.
- Reference Board Policy 2.38 under 'c' in Board Policy 2.35.
- Adding the Evaluation Committee to Board Policy 2.35 by creating a 'd' and Special Committees to move down to 'e'.
- Clarification of a Special Committee vs a Subcommittee.
- Define what each subcommittee is and consider removing the term 'sub'.
- Rita Mairs, Office of General Counsel Attorney, will make that the title of the committee is consistent in Board Policy 2.37.

- Summary of changes:
 - 'c' for the AAC, which references Board Policy 2.38.
 - 'd' for the Evaluation Committee.
 - 'e' for the Special Committee.
 - 'f' for the Subcommittee.
- Brief explanation on the history of the Policy Handbook Review Committee.
- Checking other places regarding policy to make sure of alignment.
- Continued rotation of Board Members for the Policy Handbook Review Committee.

2. BOARD POLICY 2.38, AUDIT ADVISORY COMMITTEE - NEW

Mr. McDuffie explained the board policy.

Discussion involved:

- The number of people on the committee.
- Each Board Member appoints someone to the committee.
- Board Member Joyce spoke about the research on the AAC in different counties and what she found. She mentioned defining the appointees; making sure of the criteria to be on the Board. She expressed that each Board Member would appoint someone and a Board Member to also sit on the committee, in addition to other Board Members sitting in to listen.
- The experience that each appointee would need.
- How information from the AAC would be provided to the Board for consideration and action.
- The responsibility of the AAC; presentation; and Board Member sitting on the AAC.
- Board Member Hershey mentioned this committee being a committee that oversees and not taking anything away from the Board; providing transparency to the public; and shared speaking with others who have an AAC and how it works for them.
- History of former Board Members who did research themselves to get information.
- Not wanting the Internal Board Auditor (IBA) and Chief Information Officer (CFO) to do double presentations.
- The board secretary would record minutes of the meeting.

Board Member Joyce departed at 10:47 a.m.

- The need for Board Policy to be written broadly and not too narrowly.
- When and what meeting the AAC could report to the Board.
- Speaking with others from the state and other districts and receiving good feedback about their AAC.
- Wanting to see examples and consider how to incorporate information into the policy.

It was suggested to bring this policy back.

3. BOARD POLICY 5.09, PARENTS' BILL OF RIGHTS - NEW

Tashonia Grant, Director of Policy & Compliance explained the new board policy.

Discussion involved:

- Expression of thanks for making the policy align with the state statute.
- Explanation of change to 'II(B).

- Schools' websites are updated so as to find the board policy.
- Parents' Bill of Rights will be a topic at the Florida School Board Association's upcoming Legislation Conference.
- Change the word on 'II(D)' from 'withdraw' to 'exempt,' and on the second page make the same change.

4. BOARD POLICY 5.64, CONTROL OF COMMUNICABLE DISEASES DURING AN EPIDEMIC OR PANDEMIC

Mr. McDuffie explained the changes to the policy.

Elizabeth Trisotto, Executive Director of Nursing Services provided additional information on the removal of the human immunodeficiency virus (HIV) from this board policy.

Discussion involved:

- Reviewing other districts that may also have a policy.
- There are no statutes stating the requirements for this policy.
- Consider adding the term 'endemic'.
 - That communicable diseases are not going to be eradicated and are a part of the everyday disease experience and may no longer be under 'pandemic' procedures.
 - Who would define?
 - Being informed when going from pandemic/ epidemic to endemic.
- Gail Roberts, Executive Director of Exceptional Student Education explained about the Multi-Disciplinary Committee with regards to HIV.

Board Member Andersen departed at 11:31 a.m.

- Clarification regarding removing HIV from Board Policy 5.64.

5. BOARD POLICY 5.65, CONTROL OF COMMUNICABLE DISEASES-BLOODBORNE PATHOGENS - NEW

Discussion of this board policy was covered in discussion of board policy 5.64.

6. BOARD POLICY 7.70, PURCHASING

Mr. McDuffie explained the change to the policy.

7. BOARD POLICY, 8.12, SCHOOL POLICE

Mr. McDuffie explained the change to the policy.

Chief Burton of School Police provided additional information regarding the policy change.

Discussion involved:

- Some charter schools have contracted with the same company that Duval County Public Schools is using for security services.

- State law does not require notification to parents regarding changes, for security purposes.
- The hiring of Safety Assistants vs the hiring of Security Guards.
- The statute is referenced regarding school police. Needs to be able to connect to the Board Policy for School Police.
- Setting forth the priority for staffing personnel noted in the board policy.
- Hyperlinking policies to other information on the website.

8. BOARD POLICY 8.42, GENERAL FOOD SERVICE REQUIREMENTS

Mr. McDuffie introduced Jane Zentko, Director of District Food Service to explain the changes to the policy.

Adjournment

1. ADJOURNMENT

The meeting was adjourned at 11:36 a.m.

GC

Superintendent

Chairman