Meeting Minutes
Duval County Public Schools

September 13, 2022, Board Workshop

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. Dr. Diana Greene, Superintendent, and Mr. Ray Poole, Office of General Counsel, were also present.

Call Meeting to Order

The meeting was called to order at 9:10 a.m.

Chairman Willie introduced Ms. Deshune Bush, Principal of Springfield Middle School to everyone and thanked her for their hospitality. Ms. Bush welcomed everyone and shared appreciation for everyone being there. She continued by sharing background information on Springfield Middle, its Minecraft Lab, the extracurricular activities, and the curriculum. Chairman Willie thanked Principal Bush once again and reminded the Board Members about Sunshine Laws and how each Board Member would need to tour the lab individually in which a schedule was provided for Board Members to sign up for a tour.

Board Member Joyce arrived at 9:14 a.m.

Items to be Discussed

1. TECHNOLOGY UPDATE - OPERATIONS

Dr. Greene introduced Jim Culbert, Chief Officer, Information Technology Services. He presented a PowerPoint presentation entitled "SAP S/4HANA Migration and Transformation" (see attached) and shared his experience at Springfield while on a new principal walkthrough years ago. The PowerPoint provided an update to the board members on the operations dealing with technology. Mr. Culbert shared that there will be a need to adopt the business practices built into SAP but automated standard practices would come out of this. He continued by sharing with the Board that there is very limited customization, but the migration from one system to the next will have a positive impact.

Discussion took place around the following:

- SAP is the system that handles all of the logistics of the District.
- The goal is to have 1 program for finance.
- The cost of the new upgraded system is $50 million over the course of a five-year period.
- Bookkeepers at schools will no longer need the licenses they are currently using.
- This project is one of the biggest projects that has been undertaken by IT in a long time.
- All systems are housed in the cloud, which is beneficial even if the District moves to another building.
- There are 1100 people with a license using the current system.
- All training is done internally and training modules will be available to help with training as well as a product is being purchased which allows the District to create training manuals.
- Training and Professional Development for groundwork.
- Maintenance cost of the system.
- Gap analysis is being implemented now to discover if the system is advanced enough to meet the needs of the district without customization.
- Build internal trainers to host virtual classes.
- The new ERP system and how people will adopt the change.
- Building excitement about the new system.
- Plan to ensure hosted data is captured and stored correctly.
- Expectations from the system change as it relates to positions, functions and qualifications for positions.
- The current view of SAP.
- The interface of SAP.
- The impact of the new system on everyone.
- Limited use of SAP.

2. TECHNOLOGY UPDATE - INNOVATIONS

Mr. Culbert, presented a PowerPoint presentation entitled "Technology Plan" (see attached). The presentation provided the Board with background information on changes made in the past.

Discussion took place on the following:

- Protection and Monitoring of Network.
- Decreased cost of the internet circuits.
- Duval County Public Schools is #2 in the state for E-Rate funding.
- Teacher laptops.
- Paraprofessional laptops.
- 18 hours of additional professional development points.
- Teachers that have completed the innovative educator program.
- Student laptop charger replacements.
- Power chargers for middle school core classes.
- Surveys to see how many chargers are still needed.
- Identifying the charger that parents can purchase from another vendor.
- Implementation of an obligations module in Focus.
- The need to be aware that for some parents technology may pose a problem.
- Appreciation was shared for Mr. Culbert and the technology team listening to the needs and implementing things that are needed.

- Appreciation was shared for Dr. Greene putting staff in schools.
- The need to have workforce flexibility for staff.
- E-rate funds are coming from the City of Jacksonville and being put back into the community.
- Homeland security partnership.
- Creating a pipeline with the Duval County Public School students through internship.
- Board communication of all of the things available.
- Wi-Fi on the buses are heavily restricted.
- 125,000 staff devices/laptops.
- Sharing Duval County Public Schools accomplishments' with the business leaders.
- The use of a graphic 1 pager to share data and all of Duval County Public Schools accomplishments on a regular basis connecting it to student achievement and success.

Appreciation was shared with Mr. Culbert for the technology overview and plan.

The meeting was recessed at 10:46 a.m.
The meeting resumed at 11:04 a.m.

3. <u>UPDATE - GRAND JURY REPORT</u>

Ray Poole, Office of General Counsel (OGC), advised the Board that Dr. Greene had been advised by OGC not to present the PowerPoint Presentation and the Board was advised to be circumspect in whatever is said. Mr. Poole advised the Board that Dr. Greene had nothing to hide but to avoid any accusations due to her confidential testimony, she had been advised not to do the presentation. Dr. Greene shared with the Board that the presentation would be done by Sonita Young, Chief of Staff. Dr. Greene continued informing the Board that the Department of Education (DOE) had visited schools, Chief Burton, Executive Director, School Police, as well as the district, and they indicated that a report would be released but a definite timeline was not released. Ms. Young shared a PowerPoint presentation on the Grand Jury Update (see attached) also sharing feedback on the letter received August 29, 2022. She also informed the Board that the documents before them have already been shared with them electronically.

Discussion took place on the following:

- An update was released to the Board on actions taken and the request for a crosswalk document to discuss during the policy review committee meeting.
- Office of Safe Schools Letter.
- Request for SESIR training for all Assistant Principals (AP).
- Corrective Actions and change in data reporting to DOE.
- The actions that the District took and the implementation of those actions since 2019 shows a change in practice.
    - Prior to 2019, the entering of data for incidents was completed by staff with no safeguards in place to ensure they were entered correctly.
    - Now there are error messages which allows district staff to monitor and ensure the data is entered accurately.
    - The district provided training through the Office of Safe Schools to include school police and school-based staff.
    - Requirements for school police to provide information to the Jacksonville Sheriff's Office (JSO) in a timely manner.
    - Interagency agreement.
- Monthly validation process:
    - The Department of Climate and Culture meets with Deans on a monthly basis to review data.

    - Monthly communication between the Office of Safe Schools and Regional Superintendents who monitor data for their schools.
    - The Chief of Schools also meets with the Regional Superintendents.
- Dr. Greene suggested staff review data on a monthly basis.
- Review of the district's reporting versus the state reporting.
- Implementation of the corrective practices is resulting in changes in practice and data.
- The statement of underreporting does not match the strategies that are being implemented by the district.
- Board Member Hershey requested that the student population numbers be included.
- Specifics on what the corrective actions are intended to address.
- Knowing the specific incidents would help but there is no specific incident that is connected to the data.
- The reporting of misconduct has 2 reporting requirements.
- School officials take action based upon the student code of conduct.
- Law enforcement takes action based upon the law.
- Law enforcement contact is what the district needs to work on.
- Dr. Coker questioned how the district would ensure that, from the school level, all school level leaders understand and respond without a second notice.
    - Tiered level of communications and the level of accountability at the school level is where it starts and ends, so the process will be streamlined.
    - Strengthening of the process.
    - This should be a priority item.
- An AP will know that there is an error, because the system will give an alert.
- School Police will meet with the Department of Climate and Culture annually to determine which incidents require law enforcement consultation. Offenses are marked law enforcement required or SESIR offenses.
- Arrest versus civil citation are determined by law enforcement.
- School officials make the school discipline determination.
- Offenses listed in the Memorandum of Understanding (MOU) are reported directly to JSO.
- Concerns about some school officials not using the correct code.
- Concerns for too much room to misreport.
- Dr. Greene called the Board's attention to look at the data and to recognize that some of the data dropped due to Covid and a large number of students were learning virtually. She informed the Board that the Duval County Public Schools Code of Conduct is rigid. Deans are undergoing continual training, therefore a referral should be written and given to the Dean and that referral should never be altered.
    - There can be different scenarios of why a Dean would code something a different way based upon the investigation of the incident, but the codes are clear and are marked in the code of conduct as to when law enforcement should be contacted.
- There are no incentives provided to school officials/ police for keeping numbers down during evaluation. Evaluations are used to support schools, not to penalize.
- Additional support needed.
- Dr. Greene shared for the last 2 years, the district has worked to support schools and they do not incentivize things such as underreporting.
- Students that are always in the Dean's office, they have points but not enough to go to Alternative Schools.
    - Working to identify the problems that students have to get a resolution instead of students going from one school to another.
    - Dr. Greene shared that discipline points will follow the student.

    - Interventions that must be implemented for Exceptional Student Education (ESE) students.
    - The alternative solution starts at the school by making a request with the Regional Superintendent.
    - Dealings with ESE students is governed by federal law.
    - Required meetings to determine how to assist the student or whether the behavior was a manifestation of their disability.
- Interventions and resources to support the students while at Mattie V. Rutherford so that it causes a change in behavior.
- All of the other districts had decreases except Orange County. The percentages and proportions have similar trends to other districts except for Orange County.
- Caution to not forget the data represents people and to look at the whole student and not lose sight of the student.
    - Don't foster mistrust.
    - Creation of a rehabilitation program to ensure the child returns to their school better than they were before.
    - Knowing the manifestation of a child's disability.
    - Look at Title IX and ways to provide data to the right people.
    - Law enforcement has a shared responsibility.
    - Consistency in handling issues across the agencies through collaboration.
    - When discipline is not enforced, it is a disservice to children.
    - Deans need to be trusted to evaluate and access the incidents.
- Dr. Greene shared nothing can be fixed that she does not know is happening.
    - Interventions such as AMI are being incorporated and have shown success.
- Ms. Young shared there are no consequences for high numbers, but it is the Superintendent's expectation that school leadership have structures in place to ensure that negative behavior is not repeated.
    - Regional Superintendents are having conversations with principals to see what is in place and what is being done when there are issues occurring at our school.
    - Dr. Greene shared there are issues happening on all of our campuses but they work very hard to support all the schools.
- Outcome of monthly reports.
- Reporting requirements have changed and data should be recorded based upon the grand jury report.
- Whistleblower policy to encourage staff to report information needed in a safe environment and free from consequences.
- Vice-Chairman Dr. Coker, suggested seeking outside counsel to review the documents for next steps that the Board should take on items that appear to be charged to the Board.
- Mr. Poole shared the Whistleblower Act Florida Statute Section 112.3187-112.31895 with the Board.
- OGC advised the Board that he agrees with seeking outside counsel to give a fresh look at things. He continued by informing the Board that it is normal for a government entity to get outside counsel to review what has happened, and what needs to be done for next steps.
- The difference between what the Vice-Chairman requested and what the Department of Education has provided.
    - The call to action for the Board and ensuring the Board responds.
    - Ensuring from a Board perspective that everything is good.
    - The letter references that the behavior is ongoing, so it should be addressed.
    - The 3rd party request is a great idea but there is a need to know how the process works.
- Avoid getting distracted to ensure what needs to be done for students is done.
- Getting OGC to look into the 3rd party request and update the Board.

- Chairman Willie cautioned the Board to be mindful of what is going on and inquired if safe schools would provide a report as a report is what is needed.
    - He highlighted the tremendous work at Mattie V. Rutherford with the overall conduct.
- The 3 things to be reported back to the board are as follows:
    - Identification of resources at Mattie V. Rutherford and Grand Park that support students with correcting behavior, such as Hazel Health.
    - Identification of how the district can encourage staff to report free from consequences.
    - OGC to identify 3rd party legal counsel for the Board to respond to the call to action.
- Ensuring that as the Board works through this, that solutions are provided.
- Caution on militarizing schools and criminalizing students.

4. GOVERNANCE

- Board Member Hershey inquired of Dr. Greene about the contract and the resolution for the wheel coming off of the bus.
    - Assignment of penalties.
- Board Member Pearson shared an update with the Board on the timeline for legislative items for FSBA.
    - All submitted items have been collated.
    - Submission deadline.
    - Meeting and workshop with FSBA.
    - Duval Delegation dates.
- Chairman Willie inquired of Dr. Greene about the hiring update for the Director, Governmental Relations position.
    - 1st level of interviews, narrowed down to 4 people.
    - Interviews with Board Members.
- Board Member Joyce inquired about an incomplete public records request.
    - Request to receive public records requests from March-September.
    - Request a quarterly report on public records requests to see what the public is asking for to include completion dates.
    - Vice-Chairman Dr. Coker shared that policy 2 may need to be revised.
    - Ms. Young shared with the Board that the Office of Policy and Compliance keeps a log of all public records requests.
- Vice Chairman Dr. Coker inquired if a copy of the review of the population in Duval report shared by Dr. Greene during the September regular board, can be broken down by schools and districts, then distributed to the Board Members.
    - Identify the shifting in schools' population.
    - Spring projected full time equivalent (FTE) versus actual.
    - Traditional charter schools FTE.
- Chairman Willie discussed the Civil Service Position with the Board.
    - The Civil Service position is not a paid position.
- Chairman Willie thanked Principal Bush for hosting the Board Workshop at Springfield Middle School and he acknowledged Board Member Joyce's birthday.

Adjournment

1. ADJOURNMENT

The meeting was adjourned at 1:09 p.m.

MA

Superintendent	Chairman