



Meeting Minutes

Duval County Public Schools

January 10, 2024, Board Workshop

Mr. Darryl Willie, Chairman
Ms. Charlotte D. Joyce, Vice-Chairman
Ms. April A. Carney
Dr. Kelly Coker
Ms. Lori Hershey
Mr. Warren A. Jones
Ms. Cindy Pearson
Dr. Dana Kriznar, Superintendent

ATTENDANCE AT THIS MEETING OF THE DUVAL COUNTY SCHOOL BOARD: All Board Members were present. Dr. Dana Kriznar, Superintendent, and Mr. Ray Poole, Office of General Counsel, were also present.

Call Meeting to Order

The meeting was called to order at 9:37 a.m.

Items to be Discussed

1. CBRE

Oliver Barakat, Senior Vice-President of CBRE, shared a PowerPoint Presentation with the Board entitled "Duval County Public Schools New Administrative Building" (see attached). Robert Shaw, Project Management Director, CBRE, Lee Ann Korst, Senior Vice President, Southeast Regional Manager, CBRE, Tess Fleming, Global Chief Administrative Officer, CBRE, and Ross Huber, Director, CBRE, joined the presentation by Teams, interactive video. Discussion included the following:

- Analysis of the facilities' assessment reports.
- Long/short term immediate repair costs.
- Concerns about the information in the report were shared by board members and district staff due to the recalled renovations that were completed.
- Thoughts of CBRE completing the report and coming back to discuss it with district staff to verify.
- District staff suggested that CBRE should have pulled the building permits that would have shown the work already completed and currently being done.
- Concerns shared about the Data Center (Building C) which was completely missing from the report.
- The report was collected and is based upon industry life. Items added such as handrails and stairs were included as they are believed to be outdated due to current codes and guidelines.
- The report was completed on the physical structures and not the interiors.
- Concerns were expressed regarding the Teams Center compliant issues with the Americans with Disabilities Act (ADA) given the recent completion of the parking lot renovations which were approved by the City.

- It was suggested to CBRE that due to the cost of the report, the information should have been discussed prior.
- CBRE's task was to provide the district with an independent analysis.
- Concerns were expressed concerning items missing from the report.
- The district did not have a chance to sit down with CBRE to discuss the report because the report was just recently received by the district from CBRE before the workshop.
- District staff shared that the report included discrepancies in repair cost as the district has in house contractors that can assist with repairs. A request was made to sit down with CBRE to discuss.
- CBRE acknowledged the request to sit down and discuss and welcomed the opportunity to sit with the district to have the discussion.
- Buildings that do not have an offer.
- How to respond to the offer on the table.
- Explanation of the financial comparison - total cost only.
- Flattening of market rents.
- The district has to complete a Request for Proposal (RFP) to sell per state statutes.
- How to target purchasers.
- Explanation on how the district benefits from property and school tax revenue.
- Where the property value came from.
- The overall tax rate rolls into taxable value.
- The mileage rate is set by the state.
- Explanation shared on property value, mileage rate, and property value.
- Required local effort, mileage rate, rollbacks, and district cost differential.
- Ensuring that the right questions are asked to receive the correct information to make the right decisions when the time comes.
- Clarification was shared with everyone that CBRE did not discuss consolidating Team C with the district's Chief Information Officer.
- Construction cost and operating expenses are increasing.
- The values of office buildings are being affected by work from home options.
- The Blue Cross Blue Shield midrise building was built in the 1950s and the high rise was built in the 1960s.
- Assessment of the riverfront location in 20 years.
- The district is above the allowed limit on office space square footage.
- Future work from home options, looking forward into the future on how to recruit and retain employees.
- Square footage rate for Blue Cross Blue Shield building.
- Possibilities of the Southbank becoming more attractive and valuable.
- A request was made for CBRE to supply renewed numbers to the Board after working with DCPS leadership.
- District potentials, sublease, and market issues.
- Under enrolled schools with lots of square footage.
- Options for adapting, reusing or demolishing a school.
- Construction cost.
- Going back out to bid may result in fewer responses, which could decrease the options that the district has.
- Appreciation was shared with Mr. Barakat for the work being done.
- The district needs to make a decision but firm calculations are needed to do so.
- Available options.
- The warehouse needs to be sold.

- Changing the landscape of education and how it looks in 5 and 20 years from now.
- Consideration of what makes employees happy.
- District financial challenges.
- The importance of air quality and lighting.
- Ensuring the landlord is well capitalized and takes care of their property.
- Philosophical questions need to be asked.
- DCPS should be doing things that stay in line with the workforce.
- Appreciation was shared for inputs given by district leadership.

Board Member Dr. Coker left at 11:21 a.m.

The meeting recessed at 11:21 a.m.

The meeting resumed at 11:37 a.m.

2. ENROLLMENT PROCESSES

Dr. Tracy Pierce, Chief of Marketing and Public Relations, shared a PowerPoint with the Board entitled "Enrollment Management". Discussion included the following:

- Moving enrollment in the right direction by addressing all issues.
- Strategies will always change.
- The greatest opportunity to impact district enrollment.
- Application forms and proof of residence documents can be taken at any school.
- Improving the ability of front line employees to provide good customer service.
- Appreciation was shared for the presentation and the things that are being implemented by the district.
- Front line workers are the face of the schools.
- Employee hotline into School Choice has been implemented as a standard procedure.
- A request was made to ensure that a sign is displayed at Englewood Elementary when it is closed, to assist constituents with knowing where to go.
- No one is trained at the district office to handle student enrollments as this has always been done at the school level.
- Employee support.
- Online training was provided on the new enrollment procedures for front office staff and training will be ongoing and continuous.
- Asking parents questions when they are being sent away from a school if the front office staff is not cooperating. Coaching and intervention will be implemented.
- Ways for constituents to become advocates and providing space for constituents to share their experiences.

3. BUDGET PROCESS TIMELINE

Ron Fagan, Chief Officer, Financial, shared the 2024-2025 Budget Timeline Overview with the Board. Discussion included the following:

- Expenditures can be controlled, but revenue streams cannot be controlled.
- Numbers that drive what the school receives.
- Full time equivalent (FTE) process.
- Family Empowerment student breakdown is no longer reported due to students no longer being included in FOCUS.

- The district does not have the ability to get the funds for a student that was previously awarded a Family Empowerment Scholarship if the student ends up in a public school.
- Ensuring parents know how to return the Family Empowerment Scholarship when they have changed their minds and want their student to attend a public school instead.
- Projected FTE for Family Empowerment.
- Appreciation was shared for the budget timeline presentation.

4. GOVERNANCE

Discussion among the Board Members included the following:

- Getting an Internal Transaction Number (ITN) issued for the warehouse.
- Future workshop to improve the appearance of DCPS campuses.
- Current ITN will be closed based upon the January 8, 2024, vote at the Regular Board Meeting.
- Updates were shared on what is being done to improve school appearances.
- The Board was asked to notify district personnel of any specific issues on campuses, so that someone can be sent to take care of them.
- Suggestions were made to invite charter and private school leadership to come join the February 20, 2024, meeting, due to the importance of school safety. Sherriff Gualtieri will share a general presentation during this meeting.
- The will of the Board for the Foundation for Duval Schools, Inc and forming the 501c3 to work as direct support for the district.
- The district could benefit from having a 501c3.
- The funds from grants are separate and would provide support for the things of the district vs. using a district partner which would incur fees for the district.
- Creation of bylaws.
- Ensuring the district has a way for people to donate.
- An update on the Internal Board Auditor posted vacancy was shared. The only applicant information was shared with the Board. The applicant has experience but does not have the specific certifications that the Board requested.
- The job was posted on Indeed, LinkedIn, Council of the Great City Schools, Unified Talent and social media.
- Contract options for this position.
- Job criteria change to reflect CPA and Master's Degree preferred vs. required.
- The district's salary for the position in comparison to other districts.
- Feedback was shared concerning what other districts are doing in relation to an Inspector General position.
- The Board was reminded to pick up their MLK breakfast ticket if they desired to do so.

5. OFFICE OF SAFE SCHOOLS VISIT REPORT*

The meeting was closed to the public at 1:03 p.m.

Pursuant to section 281.301, Florida Statutes, any portion of this meeting related to security and fire safety systems is exempt from public access or disclosure and will be closed to the public.

Board Member Cindy Pearson left at 2:15 p.m.

Board Member April Carney left at 2:16 p.m.
Board Member Lori Hershey left at 2:31 p.m.

Adjournment

1. ADJOURNMENT

The meeting was reopened to the public at 2:41 p.m.
The meeting was adjourned at 2:41 p.m.

MA

Superintendent

Chairman