



Brevard Public Schools

MISSION: TO SERVE EVERY STUDENT WITH EXCELLENCE AS THE STANDARD
Educational Services Facility
5:30 p.m.

February 7, 2023 School Board Meeting

Date: Feb 07 2023 (5:30 p.m.)

A. Call to Order

[1. Call to Order](#)

Chairman Matt Susin called the meeting to order at 5:31 p.m.

A. Roll Call

[2. Roll Call](#)

Board Members Present: Megan Wright, Katye Campbell, Jennifer Jenkins, Gene Trent and Matt Susin.

A. Moment of Silence

[3. Moment of Silence](#)

The Board held a moment of silent reflection and invited the audience to join.

A. Invocation

A. Pledge of Allegiance

[4. Pledge of Allegiance](#)

Chairman Susin led the pledge of allegiance.

A. Entertainment

A. Board Member/Superintendent Recognitions

[5. Board Member/Superintendent Recognitions](#)

Board Members and Dr. Schiller recognized various students, staff, community members and business partners and outlined the positive impact each have on Brevard Public Schools.

Special recognitions were provided to students and staff from the Palm Bay High Basketball Team, the Space Coast Bowling Team and the Cocoa High Football Team who were present at the meeting, to include individual recognition for the following:

- Emma Risch - Palm Bay Magnet High School: Recognized as the first basketball player named to the McDonald's All-American Team from Brevard County.
- Space Coast Bowling Team (Vipers) and Coach: Recognized for capturing the 2022 FHSAA Girls Bowling Championship, joining the 2014 Titusville High School Terriers as the only girl's state champs from Brevard County.
- Cocoa High Football Team and Coach: Recognized for capturing their fifth State Championship overall - and their first since 2016.

A. Adoption of Agenda

[6. Adoption of Agenda](#)

Dr. Schiller read into record the changes made to the agenda since it was released to the public:

Additions

- F16. Job Description: Payroll Analyst
- F17. Job Description: Director of Payroll Services
- I31. Board Policy 2521 – Instructional Materials Program

Revisions

- A7. Administrative Staff Recommendations
- F14. Instructional Staff Recommendations
- G27. 2022-23 Student Progression Plan.

Deletion

- I31. Board Policy 2521 - Instructional Materials Program

Motion

Adopt the February 7, 2023 School Board meeting agenda and its revisions.

Vote Results (Approved)

Motion: Megan Wright

Second: Katye Campbell

Matthew Susin - Aye

Katye Campbell - Aye

JenniferD Jenkins - Aye

Gene Trent - Aye

Megan Wright - Aye

A. Ancillary Item

A. Administrative Staff Recommendations

[7. Administrative Staff Recommendations](#)

The following individual was recognized who was at the meeting:

- Richard Miller – Reclassed from the position of Accounting Manager to the position of Director of Accounting, effective February 8, 2023.

Motion

Approve the listed administrative staff recommendations:

Accept the retirement of Jeremy A. Salmon from the position of Principal at Eau Gallie High School, effective June 30, 2023.

Accept the resignation of Susan M. Denyer from the position of Director of Accounting Services, effective January 26, 2023.

The reclassification of Richard K. Miller from the position of Accounting Manager to the position of Director of Accounting Services, on annual contract, effective February 8, 2023. Annual contract based on grade 29 of the Nonbargaining Salary Administration Program.

Vote Results (Approved)

Motion: Katy Campbell

Second: Megan Wright

Matthew Susin	- Aye
Katy Campbell	- Aye
JenniferD Jenkins	- Aye
Gene Trent	- Aye
Megan Wright	- Aye

B. Recognition of Visitors/Guests/Staff

C. Resolutions/Proclamations

C. Secondary Office of Leading and Learning

[8. National Career and Technical Education Month](#)

[📎 CTE Month Proclamation-2023.pdf](#)

Ms. Wright stated that she was reached out to by a NASA events lead who asked if the Board would consider making an excused absence day for taking your child to work day. She stated that it goes hand and hand with CTE and is an initiative that she remembers as a child and it gives kids a real, first hand experience to a career field. The Board was in support of setting a specific date as take your child to work day and the date identified was April 27.

Motion

Approve the proclamation of National Career and Technical Education (CTE) Month.

Vote Results (Approved)

Motion: JenniferD Jenkins

Second: Megan Wright

Matthew Susin - Aye

Katye Campbell - Aye

JenniferD Jenkins - Aye

Gene Trent - Aye

Megan Wright - Aye

D. Presentations

D. Superintendent

[9. Superintendent Report - FY24 Budget Process, Timelines and Information](#)

[Budget 101.pdf](#)

Dr. Schiller, Interim Superintendent and Cindy Lesinski, CFO, provided the Board and audience with a high level overview of the FY24 process, timelines and information. Mr. Susin requested to have Ms. Lesinski provide the Board with a budget broken down by department/school, so they can see how each are spending their funds.

Dr. Schiller asked the Board to provide areas that they would like staff to deep dive into so they can prepare accordingly for future meeting presentations.

Ms. Campbell asked if Ms. Lesinski could sent the TRIM ad from last year to the Board.

E. Public Comment (Agenda Items)

[10. Public Comments \(Agenda Items\)](#)

Chairman Susin invited speakers to the podium. 13 speakers signed up to address the Board.

Motion

Motion to move the Public Comments (Non-Agenda Items) speakers to the Public Comments (Agenda Items) portion of the agenda, giving each speaker 3 minutes and the ability to address the Board by name.

Vote Results (Approved)

Motion: Gene Trent

Second: JenniferD Jenkins

Matthew Susin - Aye

Katye Campbell - Aye

JenniferD Jenkins - Aye

Gene Trent - Aye

Megan Wright - Aye

F. Consent

F. Board Office

11. Meeting Minutes

- 🔗 [2023-0124 Board Meeting.pdf](#)
- 🔗 [2023-0124 Board Work Session.pdf](#)

F. Financial Services

12. Property Disposal

- 🔗 [Board Report 02-07-2023.pdf](#)
- 🔗 [Board Report Letters 02-07-2023.pdf](#)

13. Investment Performance Report for Quarter Ending December 21, 2022

- 🔗 [4Q2022 Brevard SD Board Report FINAL.pdf](#)

F. Human Resources

14. Instructional Staff Recommendations

- 🔗 [Instructional Staff 02-07-23.pdf](#)
- 🔗 [ESOL OOF Handout 02-07-23.pdf](#)

15. Support Staff Recommendations

- 🔗 [Support Staff 02-07-23.pdf](#)

16. Job Description: Payroll Analyst

- 🔗 [JD Authorization Form_ Payroll Analyst - KG.pdf](#)
- 🔗 [Payroll Analyst 2023.02.01.pdf](#)

17. Job Description: Director of Payroll Services

- 🔗 [JD Authorization Form_ Director of Payroll Services - KG.pdf](#)
- 🔗 [Director - Payroll Services 2023.02.01.pdf](#)

F. Secondary Office of Leading and Learning

18. Naming of Black Box Stage at Edgewood Jr/Sr High School

19. Dedication of the Gym at Stone Magnet Middle School

F. Project Management

20. District School Security GMP #6 Cluster C Camera Package #1 - Close Out

- 🔗 [OEF-209 DS Security GMP 6 Cameras.pdf](#)

21. Endeavour Elementary Structured Cabling - Close Out

- 🔗 [OEF Endeavour - SB 2-17-23.pdf](#)

22. Riviera Elementary School - Roof Design Services - SALES SURTAX RENEWAL

- 🔗 [Riviera Roof Design Attachments.pdf](#)

[23. Melbourne High School - Roof Design Services - SALES SURTAX RENEWAL](#)

[☞ Melbourne Roof Design Attachments.pdf](#)

[24. Cocoa Beach Jr./Sr. High School - Design Build Services](#)

[☞ Cocoa Beach Aquatic Lab Preconstruction Attachments.pdf](#)

[☞ BPS Cocoa Beach JRSR High Aqualab Design Criteria Package.pdf](#)

[25. South Lake Elementary School - Construction Management Services - SALES SURTAX](#)

[☞ South Lake Fire Alarm GMP Attachments.pdf](#)

F. Approval of Consent

[26. Approval of Consent](#)

Motion

Approve the February 7, 2023 School Board Meeting Consent Agenda items with the exception of those items pulled for discussion, if applicable.

Vote Results (Approved)

Motion: JenniferD Jenkins

Second: Katy Campbell

Matthew Susin - Aye

Katy Campbell - Aye

JenniferD Jenkins - Aye

Gene Trent - Aye

Megan Wright - Aye

Items Pulled for Discussion

G. Public Hearing

G. Elementary Office of Leading and Learning

[27. 2022-2023 Student Progression Plan for Brevard Public Schools](#)

[☞ 2022-23 Red Line Version Student Progression Plan 2.3.23 Updated Language.pdf](#)

[☞ 2022-23 CLEAN Version Student Progression Plan 2.3.23 Updated Language \(002\).pdf](#)

[☞ 2022-2023 SPP Revisions 2.3.23.pdf](#)

No individuals were present to address this topic.

Ms. Campbell asked Dr. Soliven, Assistant Superintendent of Secondary Leading & Learning, to provide clarification on middle school promotion to 9th grade, specifically the component about not mandating middle schoolers to take the careers class as it was incorporated into US History in 19-20, but does not speak of anything since then. Dr. Soliven provided clarification for the Board and audience. Ms. Campbell asked that the update they text to state since 19-20.

Mr. Susin asked for clarification on a statement within page 13 of the redlined version which says no one test with a single administration should determe the promotion or detention for third grade ELA. Ms. Cline, Assistant Superintendent of Elementary Leading & Learning provided clarification for the Board and audience.

Motion

Hold a public hearing and approve the Brevard Public Schools’s Student Progression Plan for the 2022-2023 school year.

Vote Results (Approved)

Motion: Katye Campbell

Second: Megan Wright

Matthew Susin	- Aye
Katye Campbell	- Aye
JenniferD Jenkins	- Aye
Gene Trent	- Aye
Megan Wright	- Aye

H. Action

H. Board Office

[28. Travel Approval - FSBA Day in the Legislature and BOD Meeting - Katye Campbell](#)

Ms. Campbell stated that she is having to attend all the meetings as she is on FSBA's Board of Directors, which has exhausted her budget. She asked if another member would be willing to share some of their budget to cover the travel expenses. Ms. Jenkins stated that Ms. Campbell could use her budget to cover the difference.

Motion

Approve Katy Campbell's travel to attend the FSBA Day in the Legislature and Board of Director's Meeting in Tallahassee from March 15, 2023 - March 17, 2023 (the travel is for official School Board business and complies with the rules of the State Board of Education).

Vote Results (Approved)

Motion: Megan Wright

Second: JenniferD Jenkins

Matthew Susin	- Aye
Katy Campbell	- Aye
JenniferD Jenkins	- Aye
Gene Trent	- Aye
Megan Wright	- Aye

H. Procurement and Distribution Services

[29. Department/School Initiated Agreements](#)

[a - 20-569-A-WH - Scribbles.pdf](#)

Motion

Approve the Agreement below:

a) 20-569-A-WH - Scribbles - Elementary Leading and Learning - \$Revenue

Vote Results (Approved)

Motion: Katy Campbell

Second: JenniferD Jenkins

Matthew Susin	- Aye
Katy Campbell	- Aye
JenniferD Jenkins	- Aye
Gene Trent	- Aye
Megan Wright	- Aye

[30. Procurement Solicitations](#)

[a - 21-068-PB-SH Equipment Rental.pdf](#)

Motion

Approve the Piggy Back (PB) below:

a) 21-068-PB-SH - Equipment Rental (Co-op) - Facilities Services - \$Variable

Vote Results (Approved)

Motion: JenniferD Jenkins

Second: Katy Campbell

Matthew Susin - Aye

Katy Campbell - Aye

JenniferD Jenkins - Aye

Gene Trent - Aye

Megan Wright - Aye

I. Information

J. Staff Reports

K. Board Member Reports/Discussion Points

[31. Board Member Reports/Discussion Points](#)

Chairman Susin discussed the policies that were unable to be addressed during the Work Session.

- Mr. Susin stated that Board Policies 0121 - Responsibilities and Authority of the Board, 0122 - Board Powers, and 0122.1 - Member Powers do not align with how they are labeled in state statute. Mr. Susin provided examples of the inconsistencies. He explained that as the Board are reviewing these policies, he recommends to align them with statute. It was determined to review the policies with Neola and bring back during the February 21 Work Session for discussion.
- Mr. Susin then referenced Board Policy 0131 – Legislative/Polycymaking. Ms. Campbell asked to add the words “as required by law” to the policy under notices. She also read the third paragraph, where it states “no policy can be in conflict with the operative law of the State or with State of Education rules” which reminded her that policy 8420.01 – Protective Facial Coverings During a Pandemic/Epidemic Events needs to be rescinded in the coming months.
- Mr. Susin then referenced Board Policy 0132 – Executive. Dr. Schiller explained the policy which describes the role of the Superintendent and stated how important it is for the Board to understand how they should function while they continue the search for a new Superintendent. There were no recommendations to this policy.
- Mr. Susin then referenced Board Policy 0149.1 – Public Expression of Members. He stated that there are no statutes within this policy. There were no recommendations to this policy.
- Mr. Susin then referenced Board Policy 0171 – Review of Policies. This policy will to be reviewed by Neola.
- Mr. Susin then referenced Board Policy 0171.2 – Review of Policy – Philosophy and Goals. Dr. Schiller stated that staff work from the notion of what is stated within the district’s mission, values and operational beliefs. He suggested that Board Members be assigned to lead/define each area or bring forward potential amendments as needed. Mr. Susin liked Dr. Schiller’s suggestion and would take a look into it to comply with our rulemaking process. Ms. Jenkins suggested that we hear staff input while considering changes to our mission and vision. Mr. Susin requested to have Mr. Gibbs establish a plan to be reviewed on February 21.
- Mr. Susin then referenced 1030.01 – Development of Administrative Procedures. Dr. Schiller explained the current process for the development/approval of administrative procedures and asked the Board for their input and if they’d like to revise this process. Ms. Campbell asked Mr. Gibbs if administrative procedures need to go through the rulemaking process since they are not policies. Mr. Gibbs provided the Board with options and explained that following the rulemaking process would depend on whether it was tied to the policy. Discussion ensued pertaining to this topic. Mr. Gibbs was requested to look into all options further to bring before the Board.

Mr. Susin addressed the topic of future Work Session start times and provided a suggestion to the Board. He stated that the Board could start at 1:00 p.m. and then move any policy unable to be discussed at the Work Session to the Board Meeting. The Board supported this change.

Mr. Susin explained to the Board that he and Dr. Schiller had planned to invite other district’s Superintendents and Boards to a meeting to collaborate around the discussion of discipline as all counties are addressing this topic. Ms. Campbell suggested to hold this meeting at an upcoming Central Florida Public School Board Coalition meeting. Mr. Susin will consider Ms. Campbell’s suggestion while coordinating the meeting.

Ms. Wright explained that she has been touring the transportation compounds to dive deep into the concerns and how the Board can get them help. She stated that it is to the point where transportation is a crisis and serious attention needs to be provided to our bus drivers to ensure we are adequately paying them because we are losing them. Ms. Wright reviewed data pertaining to vacancies. She stated that the drivers have challenged each Board Members to ride on a bus route to see what they are facing daily. Ms. Wright stated that we need to get money into these drivers’ hands, so we don’t lose any more. She tasks the Board to look through this so we can get it across the finish line. Discussion ensued pertaining to the topic. Dr. Schiller will bring his recommendation to the Board on February 21.

Ms. Campbell stated that she was looking at the policies that were on the Work Session's agenda and asked how they were selected for review as some were skipped within them. She also stated that when Dr. Schiller proposed a process for reviewing the district's mission, values and operational beliefs under Policy 0171.2, she feels it would be more aligned with Policy 0118. Ms. Campbell asked that before the Board pounds through the policies, they slow down so the focus can be on addressing the mission/values/beliefs. Dr. Schiller explained his reasoning for the development of the policies on the Work Session agenda and plans for future meetings. Mr. Susin stated that there are many policies that need to be addressed and does not want to delay the process for reviewing. He stated that Mr. Gibbs will be providing the Board with a plan to address the mission/values/beliefs which will be able to be broken down throughout several meetings. Mr. Susin reiterated the reason of the policies placed on the Work Session agenda and further explained why they were important to review.

Mr. Gibbs notified the Board that advice is needed pertaining to two cases and pursuant to Florida Statute he requested attorney client sessions with the Board for the purpose of discussing and evaluating said cases. Mr. Gibbs stated that he will ask the Board's Clerk to cause reasonable public notice of the time and date of this attorney client session in the names of the persons attending to be published. If the Board approves, he will work with the Board Clerk to coordinate dates for the executive session. The Board was in support of scheduling the executive sessions.

32. BUSTED Program

Mr. Susin explained the BUSTED program and how it was established. He asked if any other board members were interested in joining this program in March, where they would ride along with police at designated locations.

L. Superintendent's Report

33. Superintendent's Report

M. Public Comments (Non-Agenda Topics)

34. Public Comments (Non-Agenda Topics)

N. Adjournment

35. Adjournment

Chairman Susin adjourned the meeting at 8:48 p.m.

Chairman: _____ Secretary: _____

INSTITUTION: ARTICLE IX - SECTION 1. Public education:

The education of children is a fundamental value of the people of the State of Florida. It is, therefore, a paramount duty of the state to make adequate provision for the education of all children residing within its borders. Adequate provision shall be made by law for a uniform, efficient, safe, secure, and high quality system of free public schools that allows students to obtain a high quality education and for the establishment, maintenance, and operation of institutions of higher learning and other public education programs that the needs of the people may require.

ADDRESSING THE BOARD:

Individuals or groups may address comments to the School Board at any regular meeting by following established procedures set forth in Board Policy 0169.1. All attendees must register his or her intention to speak in the public portion of the meeting upon arrival by completing a speaker's form. The signup period for all public comments, both agenda and non-agenda, will close at the start of the Board meeting.

NOTES:

- Sensory and mobility impaired persons seeking assistance for participation in any meeting, conference, or seminar should contact Karyle Green, Director, Labor Relations, five days prior to the meeting date. Dr. Green may be reached at 321-633-1000, ext. 11266 (voice) or green.karyle@brevardschools.org (email).
- This publication can be made available to persons with disabilities in a variety of formats, including large print, DVDs and Braille. Telephone or written requests should include your name, address, and telephone number. Requests should be made to School Board Office, 2700 Judge Fran Jamieson Way, Viera, FL 32940-6699, (321) 633-1000, ext. 11412 at least two (2) weeks prior to the time you need the publication.
- We respectfully request that ALL ELECTRONIC ITEMS AND CELL PHONES REMAIN OFF while the School Board is in session.
- Brevard Public Schools Television (BPS-TV) will broadcast this meeting live on Spectrum cable channel 496. Board meetings are also available as streaming video on the district web page at www.brevardschools.org and YouTube channel at <https://youtube.com/c/BrevardSchools>.
- Any person who decides to appeal a decision made by the School Board with respect to any matter considered at such meeting or hearing is hereby advised that he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.