



Brevard Public Schools

MISSION: TO SERVE EVERY STUDENT WITH EXCELLENCE AS THE STANDARD
Educational Services Facility - Training Rooms 5-8
9:00 a.m.

March 30, 2023 Work Session

Date: Mar 30 2023 (9:00 a.m.)

Opening Exercises

[1. Opening Exercises](#)

Chairman Matt Susin called the meeting to order at 9:00 a.m.

Roll Call

[2. Roll Call](#)

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

Pledge of Allegiance

[3. Pledge of Allegiance](#)

Chairman Susin led the pledge of allegiance.

Order of Business

[4. Discussion Topics](#)

Sue Hann, Acting Superintendent, provided the Board with a day one debrief to include her meetings with the leadership team to address three core points; 1) focus on core mission, 2) budget development, and 3) collaboration and coordination among departments. She also explained some additional topics that would be added to upcoming Board Meeting agendas. The Board expressed appreciate to Ms. Hann for taking on the role of Acting Superintendent.

Chairman Susin then addressed various topics for Board discussion/direction, to include:

- General Counsel Evaluation:

-Discussion ensued pertaining to the continued use of the SY2022 evaluation tool to rate performance of Mr. Gibbs, General Counsel, for SY2023. The Board will review the evaluation tool for determination at a later date.

- Assistant General Counsel Job Description:

-Discussion ensued pertaining to changing the Staff Attorney job description back to the original Assistant General Counsel job description. The Board supported this change and the revised version will be placed on an upcoming agenda for approval.

- FSBA Dues Renewal:

-Discussion ensued regarding renewing FSBA's membership dues. The Board will review membership benefits, including those when there is a Board majority, for determination at a later date.

- Superintendent Search:

-Discussion ensued pertaining to materials needed in preparation for the meeting to select semi-finalist and the length of time between meetings for contract negotiations. The Board agreed that the contract negotiation date could be flexible pending on applicant's needs, but the original scheduled date will remain scheduled and will be cancelled as needed.

- Additional Meeting Dates:

-Discussion ensued pertaining to designating/holding Tuesdays for future meeting dates. The Board agreed to holding Tuesdays on their calendars, starting in May.

- Policies

-Discussion ensued pertaining to scheduling special meetings to approve the volume of policies coming forward as a result of the review process, rather than them being placed on a regular meeting agenda. The Board needed additional time to make the determination on additional meetings to address policies. Mr. Susin asked how many policies the Board would like to approve at each meeting. The Board's agreed to remain on track with their review process, but the date for placement on the approval track will be determined based on staff's readiness and prioritized based on the changes needed.

Chairman Susin called for a recess at 10:11 a.m. The meeting resumed at 10:29 a.m.

[5. 1000 Policy Review](#)

Board Members reviewed the 1000 policies to recommend changes for placement on a rule development approval track and/or to mark as reviewed on the Neola site. Those reviewed include:

- 1001 - DISTRICT ORGANIZATION

-Include Florida Statute 1001.51

- 1002 - ASSESSMENT OF DISTRICT GOALS

-No changes.

- 1010 - BOARD - SUPERINTENDENT RELATIONSHIP

-Use Neola template.

- 1020 - EMPLOYMENT OF THE SUPERINTENDENT

-Use Neola template.

- 1030 - SUPERINTENDENT OF SCHOOLS

-Use Neola template but revise to include information specific to Brevard.

- 1030.01 - DEVELOPMENT OF ADMINISTRATIVE PROCEDURES

-Add: Administrative procedures will be tied directly to a policy with such policy referenced within the procedure.

-Add: All changed administrative procedures will be brought before the Board for review.

- 1040 - EVALUATION OF THE SUPERINTENDENT

-Use Neola template, with the following options and/or changes:

- The Board shall annually evaluate.

- Such evaluation shall:

- Include a and b.

- Include c but change to: Superintendent's effectiveness in executing direction provided by the

Board.

- Strike "and the Superintendent jointly"

- Such method may include:

- Strike c, e and f.

- 1040.01 - NON-REEMPLOYMENT OF THE SUPERINTENDENT

-Use Neola template.

- 1060 - INCAPACITY OF THE SUPERINTENDENT

-Use current policy but add from Neola template: Nothing herein shall interfere with any rights available to the Superintendent under the Family and Medical Leave Act.

- 1112 - BOARD-STAFF COMMUNICATIONS

-This policy will be reviewed by Cabinet. Feedback will be provided to the Board.

- Add: NEOLA POLICY 1113 - CONFLICTING EMPLOYMENT OR CONTRACTUAL RELATIONSHIP

- Add: NEOLA POLICY 1120 - EMPLOYMENT OF ADMINISTRATORS

-Have staff review to ensure it mirrors other policies.

- Add: NEOLA POLICY 1120.01 - EMPLOYMENT OF INTERIM PRINCIPALS-SUPERVISORS

-Have staff review to ensure it mirrors other policies.

- 1120.06 - SELECTING ADMINISTRATIVE INTERNS

-No changes.

- Add: NEOLA POLICY 1121 - CONDITIONS FOR EMPLOYMENT AND RE-EMPLOYMENT OF ADMINISTRATORS

-Have staff review to ensure it mirrors other policies as much as possible.

- 1170 - RECORDS AND REPORTS

-Update to reflect Neola's policy number (1180) for this topic.

-Have staff review Neola's policy to ensure ours incorporates the statutes referenced.

- 1242 - PROFESSIONAL DEVELOPMENT

-Repeal this policy at the same time as when policy 3242 is revised.

- Add: NEOLA POLICY 1281 - USE OF EMPLOYEES'S PERSONAL PROPERTY AT SCHOOL

-Include this policy but only include the first two sentences.

- 1470 - GRIEVANCE PROCEDURE

-Use Neola template.

???????- NEOLA POLICY 1500 - REMOTE WORK

-Include this policy, not in the 1000's but in the 3000's. The Board requested to fast track this topic.

Closing Remarks

6. Closing Remarks

Ms. Jenkins addressed concerns she had pertaining to the reorganizational changes made by Dr. Schiller, Interim Superintendent. Discussion ensued among the Board pertaining to this topic. Ms. Hann explained that she met with Cabinet individually and collectively and she believes the concept of the changes have merit, but the implementation created some confusion. She asked to give the changes an opportunity and provided an explanation as to why. The Board supported Ms. Hann's plan to give the changes an opportunity and recommendations/direction can be provided to the new Superintendent once appointed.

Mr. Susin stated that the implementation of departmental re-organizations should come before the Board and provided an example of one change made which conflicted with a previous implementation as recommended by RSM. He explained that Dr. Schiller would not have known about the reasoning of such placement and if it had come before the Board, that would have been avoided. Ms. Hann stated that the departmental change referenced has already been moved back to its original placement. Discussion ensued among the Board to include other concerns. The Board will direct operational concerns to Ms. Hann and allegations/complaints to Mr. Gibbs for them to evaluation and disseminate, as necessary, to address.

Mr. Susin provided the Board with a letter drafted by Mr. Gibbs pertaining to the structure of Dr. Schiller's administrative leave and asked for their approved to send to Dr. Schiller. The Board approved to submit the letter.

Adjournment

7. Adjournment

The meeting adjourned at 12:57 p.m.

Chairman: _____

Secretary: _____

NOTES:

- 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>.
- 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).
- Individuals or groups may address comments to the School Board during the Rule Development portion of the meeting specific to the policy being discussed. There will be no other opportunity to public comment during workshops.