Trenton, Florida
January 21, 2025

The Gilchrist County School Board met in Board Room 14-002 on Tuesday, January 21, 2025 at 4:00 PM with the following members present:

Deen Lancaster-Chair, Susan Owens – Vice Chair, Christie McElroy, Tammy Moore

Also present were Gina Geiger, Superintendent of Schools, Linda Gartin, Assistant Superintendent, and Lindsey Lander, Gilchrist County School Board Attorney.

Upon completion of opening ceremonies, the following business was transacted:

AGENDA
The Chair amended the agenda for good cause. The amendment consisted of the following:

REMOVED FROM THE AGENDA
3.A. Recognition of Brett Wasden, BHS Ag Teacher

ADDITIONS TO THE CONSENT AGENDA
5.A.1. Capitol Solutions Contract
7.B.1. Shasta Cannon, FROM Paraprofessional SH at BHS TO Paraprofessional PE. BES, 2/3/2025
7.B.1. Miranda Godwin, Para BHS, Resignation, 2/7/2025
E.1. Out of County Hardship
E.2. Out of Zone Hardship

Christie McElroy made a motion to approve the agenda as amended with Susan Owens seconding. The vote was unanimous for approval.

APPROVAL OF MINUTES
School Board Attorney Lindsey Lander reviewed the minutes and recommended approval. Christie McElroy made a motion to approve the December 17, 2024 minutes with Susan Owens, seconding. The vote was unanimous for approval.

CITIZEN INPUT/DELEGATIONS
There were no citizens wishing to address the Board.

DISTRICT MATTERS

A. Finance Update - Leah Ungarten, Director of Finance, addressed the Board with the following information. Ms. Ungarten stated that she and David Spencer, Director of Operations, traveled to DOE, Tallahassee, FL, on January 8, 2025, to work on the District's 5 year plan. She also stated that she had been working with FEMA on Hurricane Helene and Idalia for storm reimbursement. She stated that the auditor's office is hoping to be ready with a report for her in March. Ms. Ungarten also, addressed the Board about our current finances, and hopes to be ready with a detailed report soon.

   Christie McElroy asked Ms. Ungarten if there was anything the Board could do to help and support her. Ms. Ungarten stated that DOE, Scott Ward and Grace from the Auditor's office have all been very supportive, as well as Mrs. Geiger, Superintendent. Ms. Ungarten, assured the Board that she and her

Department are doing well, and thanked the Board for the offer of help and support.

B. New Elementary School - David Spencer, Director of Operations, addressed the Board with the following updates. He also spoke of the trip on January 8, 2025 with Ms. Ungarten, to meet with DOE staff to work on the 5 year workplan. Mr. Spencer informed the Board that DOE will travel to our District on January 27-31, 2025 to validate our FISH (Florida Inventory of School Houses). They will also help complete the 5 year plant survey and establish the project priority list. On January 16, 2025, the review committee short listed the Construction Firms for presentations. In alphabetical order; Ajax Building Company, LLC, Gray Construction Services, Inc., Parrish McCall Constructors. On February 3, the committee will rank the Short listed contractors, and the Re-use application for the new school site is going before the Gilchrist County Board of Commissioners on this date as well. Mr. Spencer also updated some older projects. The BES covered playground lights have been replaced. Mr. Spencer said he is still compiling quotes for the construction of the THS Concession/Restroom. He is reaching out to Vendors for contributions towards the THS track. Central Florida Electric Cooperative is looking to see if they can help with the THS baseball poles. Finally, Keeler should begin building repairs on January 27. These repairs are from damage from hurricane Helene.

   1. Capitol Solutions Contract - Christie McElroy moved to accept on the Capitol Solutions Contract with Susan Owens, seconding. The vote was unanimous for approval.

C. Updated ELL Tracing Form - Lisa Barry reported that the ELL tracking form had been updated to help meet the needs of ELL student tracking for the District and Auditors. No Board action was required.

D. Request to Advertise for Policy Revison., 7.14 Purchasing Policies & Bidding - Christie McElroy made the motion to advertise for policy revision for 7.14 Purchasing Policies & Bidding. Susan Owens seconded the motion. The vote was unanimous for approval.

The Board then went into a time sensitive closed session.

STUDENT DISCIPLINE REVIEW- closed session

A. Case 25-008 – Christie McElroy moved to approve Superintendent Geiger's recommendation with Tammy Moore seconding. The vote was unanimous for approval.
B. Case 25-009 – Susan Owens moved to approve Superintendent Geiger's recommendation with Christie McElroy seconding. The vote was unanimous for approval.

REMOVAL OF ITEMS FROM CONSENT AGENDA

No items were removed from the Consent Agenda.

CONSENT AGENDA

Susan Owens made a motion to approve the Consent Agenda that consisted of the following:

A. Financial
1. Check Summary
2. Additional Hours

Carrie LaPuma	Hospital Homebound	BES	42 total hours	General

B. Personnel

1. Resignations, Retirements, Transfers, Status Changes, Appointments, Substitutes, and Volunteers (CONTINGENT UPON VERIFICATION OF QUALIFICATIONS AND BACKGROUND REVIEW)

APPOINTMENT			
Marc Micale	Director, School Safety and Mental Health	DO	01/07/2025
Sandra Branson	Bus Aide	TES	01/09/2025
Elisa Vazquez-Diaz	Food Service Worker	TES	01/09/2025
Loren Minnick	ELA Paraprofessional	TES	01/13/2025
Melissa Harvey	Teacher 4th Grade	TES	02/03/2025
TRANSFER			
Dana Salter	FROM Paraprofessional at TES TO School Secretary	TES	01/06/2025
Brittany Glover-Stout	FROM Paraprofessional at TES TO PreK Para	TES	01/06/2025
Shasta Cannon	FROM Paraprofessional SH at BHS TO Paraprofessional PE	BES	02/03/2025
RESIGNATION/ TERMINATION			
Sarah Merritt	Teacher 4th gr TES	Resignation	12/20/2024
Gracie Langford Chesser	ISS Para THS	Resignation	01/06/2025
Delisa Barry	Director of Secondary Education DO	Resignation	01/24/2025
Sigalit Luongo	Bus Driver MTO	Termination	12/19/2024
Miranda Godwin	Para BHS	Resignation	02/07/2025

C. Job Description Update

1. Food Service Manager

D. Out of Field Teachers

E. COE

1. Out of County Hardship (4)
2. Out of Zone Hardship (4)

Tammy Moore seconded the motion. The vote was unanimous for approval.

REPORTS

Superintendent Geiger reported that FADSS is great. They have free assistance and she has requested a Staff Study and IT study and is looking at an ESE model as well. She wanted the Staff Study because we are in need of a staff allocation formula for our District. She is requesting the IT study to help with efficiency and tracking in that Department. They will also help create a District Financial Strategic plan in March. Superintendent Geiger has finished her "Listen & Learn" sessions with all the schools. The Elementary was completed before Christmas break and the High Schools were completed on January 13 at THS and January 14 at BHS. Top issues that she heard from all school were communication, IT, and maintenance. Superintendent Geiger also shared that she had sent an email to the Appointment Office in Tallahassee, concerning Roy Smith being able to begin his term ASAP.

Christie McElroy suggested that she also send a copy of the email to Chris Doolin about the request for Roy Smith to begin ASAP.

Deen Lancaster noted that BES had had a cake auction today and that TES would have one on Friday. Both Schools are helping raise money for the Ed Foundation. He also reminded everyone that the Ed Foundation's annual Walk-A-Thon will take place on February 1 at 9:00am. He acknowledged that Bryant Frye was the new THS Head football coach.

On behalf of the Board, Deen Lancaster, Board Chair, also thanked Lisa Barry for her service and work in Gilchrist County Schools and wished her well.

ADJOURNMENT

There being no further business, the Board Chair adjourned at 5:10pm.

DEEN LANCASTER
CHAIR TO THE BOARD

ATTEST:

GINA GEIGER
SUPERINTENDENT OF SCHOOLS

SCHOOL BOARD
APPROVED
2/4/2025
Date