

## School Board of Clay County

Teacher Inservice Center, 2233 Village Square Parkway, Fleming Island, FL

### August 5, 2021 - Regular School Board Meeting

Date: Aug 05 2021 (6:00 p.m.)

#### Student Showcase

Invocation (Josh Stevens, Youth Pastor, High Point Community Church)

Pledge of Allegiance

Call to Order

#### Recognitions and Awards

##### 1. Recognition of Poster Contest Winners by Clay Soil and Water Conservation District

#### Presenters

#### School Showcase

#### Presentations from the Audience (Public Comment)

#### Consent Agenda

##### Superintendent

##### 2. C1 - Minutes of Workshop on June 15, 2021; Student Hearings and Regular Meeting on June 24, 2021

🔗 [2021 Jun 15 Workshop.pdf](#)

🔗 [2021 June 24 Student Hearings.pdf \(Confidential\)](#)

🔗 [2021 Jun 24 Regular Mtg.pdf](#)

##### Human Resources

##### 3. C2 - Personnel Consent Agenda

🔗 [Personnel Consent Agenda 8 5 2021.pdf](#)

##### Instruction-Academic Services

##### 4. C3 - K-12 Academic Services Out of State and Overnight Student Travel

🔗 [Aug 2021 - Student Travel.pdf](#)

##### 5. C4 - Renewal of "Cooperative Agreement with the School Board of Clay County and Department of Juvenile Justice."

##### 6. C5 - 2021-22 Dual Enrollment Articulation Agreement Between the School Board of Clay County and District Board of Trustees St. Johns River State College

[☞ Aug 2021 - SJRSC Dual Enrollment \(3\).pdf](#)

[7. C6 - 2021-22 Collegiate High School Contract Between the School Board of Clay County and District Board of Trustees of St. Johns River State College](#)

[☞ Aug 2021 - SJRSC Collegiate High School Contract.pdf](#)

[8. C7 - Approval for the Purchase of i-Ready Math and Assessment Reading for the 2021-2022 School Year](#)

[☞ Contract 210132 Curriculum Associates 2021-2022.pdf](#)

[9. C8 - Approval for the Purchase of Penda Learning for the 2021-2022 through 2022- 2023, and 2023-2024 School Years](#)

[☞ 210122 Penda Learning.pdf](#)

#### **Instruction-Career and Technical Education**

[10. C9 - CTE Out of State and Overnight Field Trips](#)

#### **Instruction-Exceptional Student Education**

[11. C10 - Safe Crisis Management Training for Exceptional Student Education Employees 2021-2022](#)

[☞ SCM.pdf](#)

[12. C11 - Mileage Paid to Parents and Group Homes](#)

[☞ Parent mileage - Sheet1.pdf](#)

[13. C12 - EBS Healthcare Staffing Services Contract 21/22](#)

[☞ 210138 EBH Healthcare Svc.pdf](#)

[14. C13 - Alonzo Sign Language Interpreting - Independent Contractor Services Agreement 21/22](#)

[☞ 210137 Alonzo Sign Language Interpreting.pdf](#)

#### **Instruction-Climate and Culture**

[15. C14 - Approval of Turnaround School Supplemental Service Allocation](#)

[☞ TSSAS\\_2021-22\\_10-Clay\\_0071-Charles\\_E.\\_Bennett\\_Elementary\\_School.pdf](#)

[16. C15 - 2021-2022 Clay County School Board Agreement with Flagler Health](#)

#### **Business Affairs**

[17. C16 - Proposed Allocation Changes for 2021-2022](#)

[☞ Allocation Summary 2021-2022 - August 5, 2021 1.pdf](#)

#### **Business Affairs-Property**

[18. C17 - Deletion of Certain Items Report - July, 2021](#)

[☞ Deletion Report-July, 2021.pdf](#)

#### **Operations-Facilities**

[19. C18 - Change Order #1 for Middleburg High School Restroom Renovation](#)

[☞ CO #1 for MHS Restroom Renovation.pdf](#)

[20. C19 - Schematic \(Phase I\) Plans and Specifications for Middleburg High School Cafeteria Expansion](#)



[21. C20 - Schematic \(Phase I\) Plans and Specifications for Elementary School "R"](#)

[22. C21 - Elementary School "R" Construction Manager Contract Award](#)

[23. C22 - Schematic/Preliminary/Final \(Phase I, II, and III\) Plans and Specifications for Middleburg Transportation Fuel System Repair/Replacement](#)

[24. C23 - Change Order #3 \(Days Only\) for Orange Park High School HVAC Repair/Replacement \(Building 4 – Gymnasium\)](#)

[CO 3 OPH HVAC Repair.Replacement.pdf](#)

**Adoption of Consent Agenda**

**CCEA Update**

**CESPA Update**

**Superintendent's Update and Presentations**

**Discussion Agenda**

**Human Resources**

[25. D1 - Human Resources Special Action](#)

**School Board Attorney Remarks**

**School Board Member Remarks**

**Adjournment**

## School Board of Clay County

### August 5, 2021 - Regular School Board Meeting

#### Title

Recognition of Poster Contest Winners by Clay Soil and Water Conservation District

#### Description

Each year, the Clay Soil and Water Conservation District holds an annual poster contest for all CCDS students in grades K - 12, as well as an annual speech contest for all CCDS students in grades 6 - 12. The winning posters and speeches reflect the National Association of Conservation District's annual stewardship theme and highlight the work of conservation districts and their state conservation associations, auxiliaries, and agencies to protect and enhance natural resources. The contest begins at the district level, winners advance to the area level, then to the state level, and then to the national level.

Clay Soil and Water Conservation District will recognize district poster contest winners below:

#### K-1st Category:

- 1st place - Kayden Teeter (Wilkinson Elementary)
- 2nd place - Braden Poole (Wilkinson Elementary)

#### 2nd-3rd Category:

- 1st place - awaiting information
- 2nd place - Ella Mae Lutz (Wilkinson Elementary)
- 3rd place - Haylee Moore (Wilkinson Elementary)

#### 4th-6th Category:

- 1st place - Uriah Weldon (Tynes Elementary)
- 2nd place - Jasmine Padgett (Wilkinson Elementary)
- 3rd place - Holly Chestnut (Wilkinson Elementary)

#### Gap Analysis

#### Previous Outcomes

#### Expected Outcomes

#### Strategic Plan Goal

#### Recommendation

Recognition only.

#### Contact

Bonnie O'Nora, Board Assistant, [bonnie.onora@myoneclay.net](mailto:bonnie.onora@myoneclay.net)

#### Financial Impact

None

#### Review Comments

#### Attachments

## School Board of Clay County

### August 5, 2021 - Regular School Board Meeting

#### Title

C1 - Minutes of Workshop on June 15, 2021; Student Hearings and Regular Meeting on June 24, 2021

#### Description

Florida Statute 1001.42(1) requires the superintendent, as secretary, to keep such minutes and records as are necessary to set forth clearly all actions and proceedings of the school board. The minutes of each meeting shall be reviewed, corrected if necessary, and approved at the next regular meeting; provided that this action may be taken at an intervening special meeting if the board desires.

#### Gap Analysis

#### Previous Outcomes

#### Expected Outcomes

#### Strategic Plan Goal

#### Recommendation

Approve minutes as submitted.

#### Contact

David S. Broskie, Superintendent of Schools, david.broskie@myoneclay.net; Bonnie O'Nora, Board Assistant

#### Financial Impact

None

#### Review Comments

#### Attachments

- 🔗 [2021 Jun 15 Workshop.pdf](#)
- 🔗 [2021 June 24 Student Hearings.pdf \(Confidential\)](#)
- 🔗 [2021 Jun 24 Regular Mtg.pdf](#)



## School Board of Clay County

District Multi-Purpose Center, Corner of Walnut Street & Gratio Place, Green Cove Springs, FL

### June 15, 2021 - School Board Workshop

**Date:** Jun 15 2021 (9:00 a.m.)

**Invocation** (Tina Bullock)

**Call to Order** (Present: Janice Kerekes, District 1; Beth Clark, District 2; Tina Bullock, District 3; Mary Bolla, District 4; Ashley Gilhousen, District 5; and Superintendent David Broskie)

#### Workshop Items

##### 1. Review Draft Agenda for Regular School Board Meeting on June 24, 2021

[June-24-2021-regular-school-board-meeting\\_agenda\\_packet.pdf](#)

#### **Minutes:**

#### **Recognitions:**

- Recognize 2020-2021 Retirees - no discussion;

#### **Consent Agenda:**

- C1 Minutes of Workshop and Special Meeting on May 25, 2021; Student Hearings and Regular Meeting on June 3, 2021 - no discussion;
- C2 Payment of Annual Membership Dues for 2021-2022 to Florida Association of District School Superintendents - no discussion;
- C3 Blackboard OneClay Website, OneClay App, and Callout Services - no discussion;
- C4 Personnel Consent Agenda - no discussion;
- C5 Daily Hours for Teachers and Students for School Year 2021-22 - no discussion;
- C6 2021-22 Interagency Agreement Between the School Board of Clay County, Florida and the Department of Military Affairs; State of Florida - Mrs. Kerekes inquired whether there would be any additional charge to the district other than FTE and was advised there will be no additional charge;
- C7 Contract between Pace Center for Girls, Inc. and School Board of Clay County - Mrs. Kerekes asked if the new facility would be able to accommodate more than 50 students; Mr. Broskie will check re new facility's capacity;
- C8 Agreement between the School Board of Clay County and AMI Kids - program will re-locate from Clay High School campus to alternate space by 12/31/21;
- C9 Approve Interlocal Agreement Between The School Board of Clay County, Florida and Rolling Hills Community Development District Regarding Usage of District's Amenity Complex Facilities - no discussion;
- C10 7 Mindsets Social Emotional Learning Curriculum - no discussion;
- C11 Navigate 360 curriculum Suite 360: Mental Health & Prevention - no discussion;
- C12 Approve the 2021-2022 District's Property/Casualty/Active Assailant Insurance renewal submitted by Arthur J. Gallagher & Co. (broker) - Dr. Susan Legutko, Asst. Superintendent Business Affairs, provided a brief presentation highlighting the quotation process, the approximate 10% increase in cost over last year, what is covered by the various premiums and why some have increased in expense, and analysis re the four available options; Mrs. Bolla requested and received confirmation that this coverage and protection for people and property is required by statute; Mrs. Kerekes requested additional clarification in the "recommendation" section of item re which option is being recommended;



- C13 Approve uniform pricing for "Before and/or After School Enrichment Programs" offered by "outside" organizations - no discussion;
- C14 Proposed Allocation Changes for 2021-2022 - no discussion;
- C15 Monthly Financial Reports for May, 2021 - no discussion;
- C16 Budget Amendment for Month Ending May 31, 2021 - no discussion;
- C17 Deletion of Certain Items Report-June, 2021 - routine surplus of items;
- C18 BID Renewal - no discussion;
- C19 BID to be Awarded - no discussion;
- C20 Maintenance Service Agreement for Six Schools (MRE, KHE, KHS, WES, WJH, CHE) - no discussion;
- C21 2021-2022 School Safety Interlocal Agreement among the School Board of Clay County, Florida, City of Green Cove Springs Florida and Green Cove Springs Police Department - there will be a slight increase to cost due to the increased salaries of the six employees being utilized;
- C22 2021-2022 School Safety Interlocal Agreement among the School Board of Clay County Florida and Town of Orange Park and the Town of Orange Park Police Department - no discussion;
- C23 Cenergistic Maintenance Agreement - energy management is a hidden cost requiring active focusing; Mrs. Kerekes is grateful for the reduction of air conditioning complaints;
- C24 New Elementary "R" Naming Committee Member Selection - brief discussion of how the committee members were chosen;
- C25 Change Order #3 (Direct Purchasing) for Tynes Elementary School New Classroom Addition - no discussion;
- C26 Pre-Qualification of Contractors - no discussion;
- C27 Five Year Educational Plant Survey (2021) - brief discussion of reduction of portables/relocatables, both present and projected;

#### **Discussion Agenda:**

- D1 Appoint One Board Member and One Citizen Member to Serve on the 2021 Value Adjustment Board (Mrs. Bolla) - Mrs. Kerekes advised Joe Wiggins would be pleased to serve a second year as the citizen member;
- D2 Appoint One Board Member to Serve as Florida School Boards Association Advocacy Committee Representative and One Board Member to Serve as Advocacy Committee Alternate (Mrs. Bolla) - no discussion;
- D3 Human Resources Special Action A - no discussion;
- D4 2020-21 S.R.E.F. Casualty, Safety, Sanitation, Relocatable, and Fire Safety Inspection - Superintendent Broskie advised corrections are always made in response to report findings and the report did not contain anything that cannot be fixed;

## **2. Cenergistic Presentation**

[Cenergistic - Workshop.pdf](#)

#### **Minutes:**

Phil Hans, Director of Maintenance, used the attached slide presentation to provide an overview of how Cenergistic works within the district, highlighting budgeted energy costs as well as the monitoring and adjustment of measures to predict outcomes that will conserve energy and save costs. This process requires constant monitoring to yield consistent long-term results, and CCDS lacks the personnel on staff with the experience and time necessary to be dedicated to this single function. An analysis of three options was presented, with option #1 recommended, to renew the contract with Cenergistic. Dehumidifiers are being employed to address excessive humidity affecting books and materials.

## **3. Keystone Feasibility Study**

[Clay County Feasibility Study Presentation 2021.06.15.pdf](#)

#### **Minutes:**

Erik Kasper, architect and founder of Kasper Architects & Associates, utilized the attached slide presentation of "School Construction Feasibility Study in Keystone Heights" to examine the purpose of this study, the existing facilities, site work considerations, and evaluations of two alternatives (construction of a new elementary school on a 9-acre site located on McDavid Park or rebuilding a new elementary school on the existing site) to address Keystone needs. Options included both one-story and two-story models. Discussion points included the following:

- stormwater - currently in good shape and adequate
- wastewater - new facilities would require installation of a lift station to connect to the existing system

- parking and drop-off/pick-up - possibly closing Pecan St and whether or not Orchid Ave could be considered for closure
- replacement of any infrastructure more than 50 years old
- necessity of a pedestrian bridge if opting to build on vacant site
- examination of current enrollment and expected growth to ensure attendance would align with School Board Policy minimum and maximum thresholds

Mrs. Kerekes asked about the possibility of an option for one larger building rather than four separate buildings, with a goal of less wasted space. Mr. Kasper advised this could be done but that thinner buildings are preferred in order for all classrooms to have windows. The cost of doing one vs four buildings would only yield a 5 to 10% reduction in cost. She also asked if construction could occur during the summer. Mr. Kasper advised that some critical work could begin but not all work could be finished.

Mrs. Bullock expressed concern with safety issues and distractions caused by construction during school hours. Mr. Kasper advised work would be planned with construction manager for safety, with fencing securing the construction areas.

Mrs. Bolla confirmed with Bryce Ellis, Asst. Superintendent of Operations, that there is a plan to build a cafeteria at Keystone Heights Elementary and confirmed the replacement of piping relative to the cafeteria construction. Mrs. Kerekes and Mrs. Bullock are concerned that a cafeteria is not a long-term solution and has already been done previously, with insufficient space still at issue.

Mrs. Bolla also proposed consideration of the restriction of enrollment of students from outside of Clay County, excluding restricting employees' children. Mrs. Bullock feels this does not address the aging facility at issue.

Mrs. Bolla also expressed concern with the effects of junior high and senior high students' access to programs if the schools are independent of one another. Mrs. Bullock pointed out the disadvantage of shared administrators in the combination model. Mrs. Bullock inquired about the possibility of building a bridge to connect the junior high with the senior high, creating one school on two separate campuses. Mrs. Gilhousen pointed out that there is currently no crowding issue at Keystone Heights Junior/Senior High.

Additional discussion included evaluating student enrollment based on K-5, 6-8, and 9-12 grade divisions. Mr. Broskie stated that a bigger consideration is the policy itself and that the junior high and senior high enrollment numbers would not meet board policy relative to numbers of students, and the numbers established in board policy are to create thresholds of fiscal responsibility relative to the entire district. Based on the presentation and data, Mr. Broskie believes the number of students for separate facilities for junior high and senior high does not appear to be there. Keystone needs updated facilities and that need must be considered in relation to all other district needs. Careful consideration must be given to how, when, and the extent of needed updating and construction. Mr. Broskie recommends reading the large quantity of material provided to review, digest, and discuss again.

#### **Questions from the Audience (None)**

#### **Superintendent Comments**

##### 4. Superintendent Comments

###### **Minutes:**

Superintendent Broskie confirmed the address to which AMI Kids will be moving at the end of 2021.

Mr. Broskie and Dr. Susan Legutko, Assistant Superintendent of Business Affairs, advised that effective July 2021, direct pay for travel will be issued via direct deposit rather than as a paper check.

#### **School Board Comments**

##### 5. School Board Member Comments

###### **Minutes:**

Mrs. Clark believes additional information is needed to inform a decision re Keystone facilities to include an understanding of capacity percentage relative to the actual number of students and to ensure junior high students continue to have access to current opportunities.

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Superintendent of Schools

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Board Chair

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## School Board of Clay County

Teacher Inservice Center (Fleming Island High), 2233 Village Square Parkway, Fleming Island, FL

### June 24, 2021 - Regular School Board Meeting

**Date:** Jun 24 2021 (6:00 p.m.)

#### Student Showcase

**Invocation** (Dr. Charles Lever, Orange Park United Methodist Church)

#### Pledge of Allegiance

**Call to Order** (Present: Janice Kerekes, District 1; Beth Clark, District 2, Tina Bullock, District 3; Mary Bolla, District 4; Ashley Gilhousen, District 5; Superintendent David Broskie \*Immediately following the call to order, Mrs. Bolla introduced Heather Huffman, Director of Clay County Department of Health, who recognized Terri Dennis, Chief of Staff, for her excellent work and support throughout the pandemic.)

#### Recognitions and Awards

##### 1. Recognize 2020-2021 Retirees

###### **Minutes:**

Brenda Troutman, Assistant Superintendent Human Resources, shared a slide presentation highlighting this year's 125 retirees, with 2,889 years of combined service to Clay County District Schools.

#### Presenters

#### School Showcase

#### Presentations from the Audience (Public Comment)

##### 2. Public Comment

###### **Minutes:**

There were no public speakers.

#### Consent Agenda

##### **Superintendent**

##### 3. C1 - Minutes of Workshop and Special Meeting on May 25, 2021; Student Hearings and Regular Meeting on June 3, 2021

2021 May 25 Special Mtg.pdf

2021 May 25 Workshop.pdf

2021 Jun 3 Student Hearings.pdf (Confidential)

2021 June 3 Regular Mtg.pdf



[4. C2 - Payment of Annual Membership Dues for 2021-2022 to Florida Association of District School Superintendents](#)

[Inv 11363 from FADSS 17684.pdf](#)

**Information Technology Services**

[5. C3 - Blackboard OneClay Website, OneClay App, and Callout Services](#)

[BlackBoard Final full size pages.pdf](#)

**Human Resources**

[6. C4 - Personnel Consent Agenda](#)

[Personnel Consent Agenda 6.24.2021.pdf](#)

**Instruction-Academic Services**

[7. C5 - Daily Hours for Teachers and Students for School Year 2021-22](#)

[School Hours for 2021-2022.pdf](#)

[8. C6 - 2021-22 Interagency Agreement Between the School Board of Clay County, Florida and the Department of Military Affairs; State of Florida](#)

[210124 Florida Youth Challenge Academy \(1\).pdf](#)

[9. C9 - Approve Interlocal Agreement Between The School Board of Clay County, Florida and Rolling Hills Community Development District Regarding Usage of District's Amenity Complex Facilities.](#)

[Clay High School Swim Team Pool Use Agreement.pdf](#)

[10. C10 - K-12 Academic Services Out of State and Overnight Student Travel](#)

[June 24 2021 Student Travel.pdf](#)

[11. C11 - Approval for the Purchase of Achieve3000 Blended Literacy Solution for 2021-2022 and 2022-2023](#)

[210120 Achieve 3000 Amendment 6 Approved signed by vendor.pdf](#)

[12. C 11A - Art Enrichment Contract with Lorraine Butler](#)

[Art Enrichment Contract.pdf](#)

**Instruction-Climate and Culture**

[13. C12 - 7 Mindsets Social Emotional Learning Curriculum](#)

[7 Mindsets 21-22 Contract Pending Board Approval.pdf](#)

[14. C13 - Navigate 360 curriculum Suite360: Mental Health & Prevention](#)

[210128 Navigate 360.pdf](#)

**Business Affairs**

[15. C14 - Approve the 2021-2022 District's Property/Casualty/Active Assailant Insurance renewal submitted by Arthur J. Gallagher & Co. \(broker\)](#)

[CCDS Property Casualty Premium Summary 2021.pdf](#)

[16. C15 - Approve uniform pricing for "Before and/or After School Enrichment Programs" offered by "outside" organizations.](#)

[Before and After Pricing.pdf](#)

[17. C16 - Proposed Allocation Changes for 2021-2022](#)

[Allocation Summary 2021-2022 - June 24, 2021 .3.pdf](#)

## **Business Affairs-Accounting**

### 18. C17 - Monthly Financial Reports for May, 2021

[May Monthly Board Financial Report.pdf](#)

[May Monthly Board Property Report.pdf](#)

[Contracts 50 Thousand and Greater.pdf](#)

### 19. C18 - Budget Amendment for Month Ending May 31, 2021

[Budget Amendment May 2021.pdf](#)

## **Business Affairs-Property**

### 20. C19 - Deletion of Certain Items Report - June, 2021

[Deletion Report-June, 2021.pdf](#)

## **Business Affairs-Purchasing**

### 21. C20 - BID Renewal

### 22. C21 - BID to be Awarded

## **Operations**

### 23. C22 - Maintenance Service Agreement for Six Schools (MRE, KHE, KHS, WES, WJH, CHE)

[Trane Service Agreement Vendor Performance Evaluation.pdf](#)

[Maintenance Service Agreement - Trane.pdf](#)

### 24. C23 - 2021-2022 School Safety Interlocal Agreement among the School Board of Clay County, Florida, City of Green Cove Springs Florida and Green Cove Springs Police Department

[City of GCS 2021-2022.pdf](#)

### 25. C24 - 2021-2022 School Safety Interlocal Agreement among the School Board of Clay County Florida and Town of Orange Park and the Town of Orange Park Police Department

[town of OP SRO 2021-2022.pdf](#)

### 26. C25 - Cenergistic Maintenance Agreement

[Cenergistic Maintenance Agreement 6.24.21.pdf](#)

### 27. C26 - Synovia GPS Fleet Management Renewal Contract

[CalAmp - The School Board of Clay County SYN-00048323 Bus Guardian Renewal Replacement - Signed v18.pdf](#)

## **Operations-Facilities**

### 28. C27 - New Elementary School "R" Naming Committee Member Selection

[New Elementary School R Naming Committee.pdf](#)

### 29. C28 - Change Order #3 (Direct Purchasing) for Tynes Elementary School New Classroom Addition

[TES Classroom Addition CO 3.pdf](#)

### 30. C29 - Pre-Qualification of Contractors

[Table for Board Backup Contractor Prequal, 6.24.21.pdf](#)

### 31. C30 - Five Year Educational Plant Survey (2021)

[Clay Recommend 2021.pdf](#)

## Adoption of Consent Agenda

### [32. Adoption of Consent Agenda](#)

#### **Motion**

Motion to Approve Consent Agenda

#### **Minutes**

Mrs. Clark wanted to assure the public that student information is not sold on Blackboard.

#### **Vote Results ( Approved )**

Motion: Janice Kerekes

Second: Ashley Gilhousen

Janice Kerekes

- Aye

Ashley Gilhousen

- Aye

Mary Bolla

- Aye

Tina Bullock

- Aye

Beth Clark

- Aye

**CCEA Update** (None)

**CESPA Update** (None)

## **Superintendent's Update and Presentations**

### [33. Superintendent's Update](#)

#### **Minutes:**

Superintendent Broskie shared the attached presentation highlighting the following:

- Third-grade reading proficiency scores
- Summer School update
- 2021 Teacher Leadership Academy
- 2021 Leadership Institute
- Vision for 2021-2022 school year

## **Discussion Agenda**

### **School Board Member**

#### [34. D1 - Appoint One Board Member and One Citizen Member to Serve on the 2021 Value Adjustment Board \(Mrs. Bolla\)](#)

#### **Minutes:**

Mrs. Gilhousen will serve as the Board Member on the 2021 Value Adjustment Board and Joseph Wiggins has agreed to serve again as the 2021 Citizen Member.

#### [35. D2 - Appoint One Board Member to Serve as Florida School Boards Association Advocacy Committee Representative and One Board Member to Serve as Advocacy Committee Alternate \(Mrs. Bolla\)](#)

#### **Minutes:**

Mrs. Kerekes will serve as the Florida School Boards Association Advocacy Committee Representative, and Mrs. Bolla will serve as the Advocacy Committee Alternate.

## **Human Resources**



### 36. D3 - Human Resources Special Action A

#### **Minutes:**

There was no Human Resources Special Action A.

#### **Instruction-Academic Services**

### 37. C7 - Contract between Pace Center for Girls, Inc. and School Board of Clay County (item pulled by Mrs. Bullock)

[210126 PACE.pdf](#)

#### **Motion**

Motion to Approve Contract between Pace Center for Girls, Inc. and School Board of Clay County

#### **Minutes**

Mrs. Bullock pulled this item to ensure that transportation for Keystone students would continue to be provided. Transportation has been confirmed as a continuing service.

#### **Vote Results ( Approved )**

Motion: Tina Bullock

Second: Ashley Gilhousen

Janice Kerekes

- Aye

Ashley Gilhousen

- Aye

Mary Bolla

- Aye

Tina Bullock

- Aye

Beth Clark

- Aye

### 38. C8 - Agreement between the School Board of Clay County and AMI Kids (item pulled by Mrs. Bullock)

[210125 AMI KIDS.pdf](#)

#### **Motion**

Motion to Approve Agreement between the School Board of Clay County and AMI Kids

#### **Minutes**

Mrs. Bullock pulled this item to ensure that transportation for Keystone students would continue to be provided. Transportation has been confirmed as a continuing service.

#### **Vote Results ( Approved )**

Motion: Beth Clark

Second: Janice Kerekes

Janice Kerekes

- Aye

Ashley Gilhousen

- Aye

Mary Bolla

- Aye

Tina Bullock

- Aye

Beth Clark

- Aye

#### **Operations-Facilities**

### 39. D4 - 2020-21 S.R.E.F. Casualty, Safety, Sanitation, Relocatable, and Fire Safety Inspection

[Elementary SREF Inspections \(Buildings\).pdf](#)

[Elementary SREF Inspections \(Portables\) Cont..pdf](#)

[Elementary SREF Inspections \(Portables\) Cont. 2.pdf](#)

[Jr. High SREF Inspections \(Buildings\).pdf](#)

[Jr. High SREF Inspections \(Portables\).pdf](#)

[High School SREF Inspections \(Buildings\).pdf](#)

[High School SREF Inspections \(Portables\).pdf](#)

[High School SREF Inspections \(Portables\) Cont..pdf](#)

[County Offices & Buildings SREF Inspections.pdf](#)

#### **Motion**

Motion to Approve 2020-21 S.R.E.F. Casualty, Safety, Sanitation, Relocatable, and Fire Safety Inspection

#### **Vote Results ( Approved )**

Motion: Janice Kerekes

Second: Ashley Gilhousen

Janice Kerekes

- Aye

Ashley Gilhousen

- Aye

Mary Bolla

- Aye

Tina Bullock

- Aye

Beth Clark

- Aye

#### **School Board Attorney Remarks (None)**

#### **School Board Member Remarks**

##### [40. School Board Member Comments](#)

#### **Minutes:**

Board members commented on recently attended graduations, AMI Kids fundraiser, Neptune Park ribbon cutting, and the Florida School Boards Association Joint Conference. Mrs. Bolla advised that Clay County District Schools achieved gold-level again from Take Stock in Children, graduating nine students this year. Mrs. Bullock discussed the upcoming community meeting she requested to discuss the feasibility study and address questions posed by members of the Keystone community. Board members extended congratulations to this year's retirees and wish for all to enjoy a safe and happy summer.

#### **Adjournment (6:45 p.m.)**

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**Superintendent of Schools**

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**School Board Chairman**

## School Board of Clay County

### August 5, 2021 - Regular School Board Meeting

#### Title

C2 - Personnel Consent Agenda

#### Description

Florida Statutes, State Board Rules and Clay County School Board Policies require Board notification and/or action regarding decisions and recommendations of the Superintendent related to Personnel matters. Actions regarding personnel have been recommended by Supervisors, approved by the Superintendent and are being forwarded to the Board for action or, if appropriate, for information. Personnel Actions, Transfer Requests, Pre-employments, Leave Forms or Directives from the Superintendent are available for review in the Human Resources Division.

#### Gap Analysis

These personnel actions are necessary for the effective operation of the school district.

#### Previous Outcomes

The Clay County School Board has approved each month a Personnel Consent Agenda which contains appointments, re-appointments, transfers, redesignations, retirements, resignations, and conclude employments.

#### Expected Outcomes

Approval of the Personnel Consent Agenda.

#### Strategic Plan Goal

Goal 5: Develop and support great educators, support personnel, and leaders.

Initiative 5.1.1 - Recruit and retain highly skilled, qualified, and diverse educators, leaders, and support staff.

#### Recommendation

To approve the Personnel Consent Agenda.

#### Contact

Brenda G. Troutman, Assistant Superintendent for Human Resources. (904) 336-6701 [Brenda.Troutman@myoneclay.net](mailto:Brenda.Troutman@myoneclay.net)

#### Financial Impact

Personnel changes involving already-allocated positions will result in salary impact per the current Board-approved Salary Schedule. This also includes supplemental positions. See current backup for allocation changes for impact of new positions.

#### Review Comments

#### Attachments

📎 [Personnel Consent Agenda 8 5 2021.pdf](#)

**DIVISION OF HUMAN RESOURCES  
PERSONNEL CONSENT AGENDA**

**August 5, 2021  
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D. 2021-2022 Transfers	I-D, p. 1
E. 2021-2022 Resignations, Retirements, Conclude Employment	I-E, p. 1
F. 2021-2022 Supplements	I-F, p. 1
<b>II. <u>Job Descriptions and Supporting Documents</u></b>	
A. NONE	II-A, p.1
<b>III. <u>Instructional Actions</u></b>	
A. 2020-2021 Appointments	III-A, p. 1
B. 2020-2021 Reappointments	III-B, p. 1
C. 2020-2021 Redesignations	III-C, p. 1
D. 2020-2021 Transfers	III-D, p. 1
E. 2020-2021 Resignations/Retirements/Conclude Employment	III-E, p. 1-4
F. 2020-2021 Supplements	III-F, p. 1
G. 2020-2021 Pending Appointments	III-G, p. 1
H. 2020-2021 Out Of Field	III-H, p. 1
A. 2021-2022 Appointments	III-A, p. 1-5
B. 2021-2022 Reappointments	III-B, p. 1
C. 2021-2022 Redesignations	III-C, p. 1
D. 2021-2022 Transfers	III-D, p. 1-4
E. 2021-2022 Resignations/Retirements/Conclude Employment	III-E, p. 1
F. 2021-2022 Supplements	III-F, p. 1-57
G. 2021-2022 Pending Appointments	III-G, p. 1
H. 2021-2022 Out of Field	III-H, p. 1

**IV. Instructional Miscellaneous Actions**

- |                                  |              |
|----------------------------------|--------------|
| A. 2020-2021 Summer School       | IV-A. p. 1   |
| B. 2020-2021 Community Education | IV-B. p. 1   |
| C. 2020-2021 Adult Education     | IV-C. p. 1   |
| A. 2021-2022 Summer School       | IV-A. p. 1-2 |
| B. 2021-2022 Community Education | IV-B. p. 1   |
| C. 2021-2022 Adult Education     | IV-C. p. 1   |

**V. Instructional Substitute Teacher Actions**

- |   |           |
|---|-----------|
| A. 2020-2021 Substitute Teacher Approval (None) | V-A. p. 1 |
| A. 2021-2022 Substitute Teacher Approval (None) | V-A. p. 1 |

**VI. Support Actions**

- |   |              |
|---|--------------|
| A. 2020-2021 Appointments                                 | VI-A, p. 1   |
| B. 2020-2021 Reappointments                               | VI-B, p. 1   |
| C. 2020-2021 Redesignations                               | VI-C, p. 1   |
| D. 2020-2021 Transfers                                    | VI-D, p. 1   |
| E. 2020-2021 Resignations/Retirements/Conclude Employment | VI-E, p. 1-3 |
| F. 2020-2021 Supplements                                  | VI-F, p. 1   |
| A. 2021-2022 Appointments                                 | VI-A, p. 1-2 |
| B. 2021-2022 Reappointments                               | VI-B, p. 1-4 |
| C. 2021-2022 Redesignations                               | VI-C, p. 1   |
| D. 2021-2022 Transfers                                    | VI-D, p. 1-2 |
| E. 2021-2022 Resignations/Retirements/Conclude Employment | VI-E, p. 1   |
| F. 2021-2022 Supplements                                  | VI-F, p. 1-3 |



**I. Administrative Actions****A. APPOINTMENT**

<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
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**I. Administrative Actions**

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**B. RE-APPOINTMENT**

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<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
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**I. Administrative Actions**

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**C. RE-DESIGNATION**

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	<u>Name/Assignment</u>	<u>Site</u>	<u>Previous Assignments</u>
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**I. Administrative Actions**

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**D. TRANSFER**

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	<u><b>Name/Assignment</b></u>	<u><b>Site</b></u>	<u><b>Contract</b></u>
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## I. Administrative Actions

### E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

Name/Assignment	Site	Effective/Action
BROWN, JASON EDWARD POE TEACHER, PHYSICAL ED EL 10 MONTH	Transportation	Effective 2021-06-04 RESIGNATION
CONNELLY, TANZA JO OLJ COUNSELOR, JH 10 MONTHS 10 MONTH	Keystone Heights High School	Effective 2021-06-04 RESIGNATION
HAYES, CAITLYN E TEACHER, DEAN JH 10 MONTH	Orange Park Jr High	Effective 2021-06-04 RESIGNATION
LABBE, HEATHER LEIGH MHS TEACHER, LANGUAGE ARTS, SH 10 MONTH	Fleming Island High School	Effective 2021-06-04 RESIGNATION
LAWSON, JACQUELYN GAYLE TT1 CURR SPEC 12 MO 12 MONTH	Grove Park Elementary	Effective 2021-06-30 RESIGNATION
LESTER, SHELLEY A OPJ TEACHER, CURRICULUM COACH 10 MONTH	Oakleaf Village Elementary	Effective 2021-06-04 RESIGNATION
MILLER, JEFFREY BRANDON ESE CURR SPEC 11 MO 11 MONTH	Thunderbolt Elementary	Effective 2021-06-10 RESIGNATION
RODRIGUEZ, KELENA DE JESUS GPE MGR SELF CONTAINED I CAFETERI	Grove Park Elementary	Effective 2021-06-04 RESIGNATION
SENNA, BRITTANY ALEXANDREA CTE COLLEGE/CAREER CH 11 MONTH	Fleming Island High School	Effective 2021-06-10 RESIGNATION
SMITH, HAROLD M ITS TECH SPECIALIST 12 MO SU	INFORMATION AND TECH SERVICES	Effective 2021-06-30 RESIGNATION
SMITH, SHADREKA M DOE TEACHER, VE/INCLUSION 10 MONTH	Discovery Oaks Elementary	Effective 2021-06-04 RESIGNATION
WILLIAMS, KELLY NICHOLE LJH TEACHER, SOC STUD, JH 10 MONTH	Ridgeview High School	Effective 2021-06-04 RESIGNATION

**I. Administrative Actions****F. SUPPLEMENT**

	<u>Name/Assignment</u>	<u>Site</u>	
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**I. Administrative Actions****A. APPOINTMENT**

<b>Name/Assignment</b>	<b>Site</b>	<b>Contract</b>
BOYSEN, PAUL CONWAY FIH ASST PRIN 11 MO SH 11 MONTH	Fleming Island High School	Effective 2021-07-20 11 MONTH / Annual
BROWN, JASON EDWARD AREA MANAGER, TRANSPORTATION 12 MONTH	Transportation	Effective 2021-07-01 12 MONTH / Annual
CONNELLY, TANZA JO KHH ASST PRIN 12 MO SH 12 MONTH	Keystone Heights High School	Effective 2021-07-01 12 MONTH / Annual
COWPER JR, DONALD HAROLD KHH ASST PRIN 12 MO SH 12 MONTH	Keystone Heights High School	Effective 2021-07-01 12 MONTH / Annual
GIUFFRE, GREGORY JOSEPH FPC COOR, PROJECT MANAGER 12 MONTH	Division Of Support Services	Effective 2021-07-19 12 MONTH / Annual
HAYES, CAITLYN E OPJ ASST PRINCIPAL JH 11 MO 11 MONTH	Orange Park Jr High	Effective 2021-07-20 11 MONTH / Annual
HOGMIRE, JOSHUA JAMES WEC ASST PRINCIPAL EL 12 MO 12 MONTH	W.E. Cherry Elementary	Effective 2021-07-01 12 MONTH / Annual
LABBE, HEATHER LEIGH FIH ASST PRIN 12 MO SH 12 MONTH	Fleming Island High School	Effective 2021-07-01 12 MONTH / Annual+PSC as Teacher, Admin only
LAWSON, JACQUELYN GAYLE GPE ASST PRINCIPAL EL 12 MO 12 MONTH	Grove Park Elementary	Effective 2021-07-01 12 MONTH / Annual+PSC as Teacher, Admin only
LESTER, SHELLEY A OVE ASST PRINCIPAL EL 12 MO 12 MONTH	Oakleaf Village Elementary	Effective 2021-07-01 12 MONTH / Annual+PSC as Teacher, Admin only
MILLER, JEFFREY BRANDON TBE ASST PRINCIPAL EL 11 MOS 11 MONTH	Thunderbolt Elementary	Effective 2021-07-20 11 MONTH / Annual
SENNA, BRITTANY ALEXANDREA FIH ASST PRIN 12 MO SH 12 MONTH	Fleming Island High School	Effective 2021-07-01 12 MONTH / Annual
SMITH, HAROLD M ITS COOR, IT 12 MONTH	INFORMATION AND TECH SERVICES	Effective 2021-07-01 12 MONTH / Annual
SMITH, SHADREKA M DOE ASST PRINCIPAL EL 11 MOS 11 MONTH	Discovery Oaks Elementary	Effective 2021-07-20 11 MONTH / Annual
WILLIAMS, KELLY NICHOLE RHS ASST PRIN 11 MO SH 11 MONTH	Ridgeview High School	Effective 2021-07-20 11 MONTH / Annual

**I. Administrative Actions****B. RE-APPOINTMENT**

<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
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**I. Administrative Actions**

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**C. RE-DESIGNATION**

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	<u>Name/Assignment</u>	<u>Site</u>	<u>Previous Assignments</u>
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# I. Administrative Actions

## D. TRANSFER

<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
CORDERO DIAZ, YESENIA P ROE MGR SELF CONTAINED I CAFETERI	Rideout Elementary	EFFECTIVE 08/02/2021 / TRANSFER FROM RHS MGR SATELLITE BASE I / 10 MONTH
LOPEZ, MARILYN GPE MGR SELF CONTAINED I CAFETERI	Grove Park Elementary	EFFECTIVE 08/02/2021 / TRANSFER FROM FNS MANAGER FOOD SERVICE INTERN/ 10 MONTH
TURBEVILLE, ELIZABETH ANNE KHE ASST PRINCIPAL EL 12 MO 12 MONTH	Keystone Heights Elementary	EFFECTIVE 07/01/2021 / TRANSFER FROM KHH ASST PRINCIPAL SH / 12 MONTH

**I. Administrative Actions****E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT**

<u>Name/Assignment</u>	<u>Site</u>	<u>Effective/Action</u>
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**I. Administrative Actions****F. SUPPLEMENT**

	<b>Name/Assignment</b>	<b>Site</b>	
0.5	BRIGHT, STEVEN KYLE TES ESE INTERVENTION FAC. SUPPLEME	Tynes Elementary	Appointment
0.5	CHRISTOPHER, NAKIA MONIQUE TES ESE INTERVENTION FAC. SUPPLEME	Tynes Elementary	Appointment
	DAILEY, ROGER J LJH SOCCER HEAD JH SUPPLEME	CURRICULUM AND INSTRUCTION	Appointment
	LEWIS, MATTHEW L CHS SOFTBALL FP HD SH SUPPLEME	Clay High	Appointment
0.5	ROBERTS, MARY ELIZABETH DOE ESE INTERVENTION FAC. SUPPLEME	Discovery Oaks Elementary	Appointment
0.5	SMITH, SHADREKA M DOE ESE INTERVENTION FAC. SUPPLEME	Discovery Oaks Elementary	Appointment
	STOKES, LORI ANN INST APPLICATION FACILITATOR SUPPLEME	Robert M. Paterson Elementary	Appointment

**II. JOB DESCRIPTION ACTIONS**

**NONE**

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**III. Instructional Actions**

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**A. APPOINTMENT**

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	<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
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**III. Instructional Actions****B. RE-APPOINTMENT**

<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
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**III. Instructional Actions****C. RE-DESIGNATION**

<b><u>Name/Assignment</u></b>	<b><u>Site</u></b>	<b><u>Effective/Action</u></b>
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**III. Instructional Actions****D. TRANSFER**

	<b><u>Name/Assignment</u></b>	<b><u>Site</u></b>	<b><u>Previous Assignment</u></b>
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### III. Instructional Actions

#### E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

<u>Name/Assignment</u>	<u>Site</u>	<u>Effective/Action</u>
BATTON, JACQUELYN MICHELLE MBE TEACHER, SC, KINDERGARTEN 10 MONTH	Middleburg Elementary	Effective 2021-06-04 RESIGNATION
BROWNSTEIN, JENNIFER ANN OHS TEACHER, LANGUAGE ARTS, SH 10 MONTH	Oakleaf High School	Effective 2021-06-04 RESIGNATION
CHAMNESS, AYANAMARIE Q SLE TEACHER, ART, ELEM SPECIAL	Shadowlawn Elementary	Effective 2021-06-04 RESIGNATION
CHEESEMAN, JULIA MARIE OVE TEACHER, SC, THIRD GR 10 MONTH	Oakleaf Village Elementary	Effective 2021-06-04 RESIGNATION
COLE, MICHELE L OLJ TEACHER, MUSIC, JH 10 MONTH	Oakleaf Junior High School	Effective 2021-06-04 RESIGNATION
DEWALD, APRIL M RVE TEACHER, PHYSICAL ED EL 10 MONTH	Ridgeview Elementary	Effective 2021-06-04 RESIGNATION
EVANS, ILISSA RAE MRE TEACHER, VE/INCLUSION 10 MONTH	Mcrae Elementary	Effective 2021-06-04 RESIGNATION
EVANS, PARISH R OHS COUNSELOR, SH 11 MO 11 MONTH	Oakleaf High School	Effective 2021-06-10 RESIGNATION
FIGUEROA MERLE, ERICK YADIER OLJ TEACHER, PHYSICAL ED JH 10 MONTH	Oakleaf Junior High School	Effective 2021-06-04 RESIGNATION
GALLO, ERIKA LESLIE CEB TEACHER, ART, ELEM 10 MONTH	Charles E. Bennett Elementary	Effective 2021-06-04 RESIGNATION
GAYLORD, REBECCA LYNN AES TEACHER, SC, KINDERGARTEN 10 MONTH	Argyle Elementary	Effective 2021-06-04 RESIGNATION
GREEN, COURTNEY MICHELLE GPE TEACHER, VE/INCLUSION 10 MONTH	Grove Park Elementary	Effective 2021-06-04 RESIGNATION
HANLEY, HEATHER MAUREEN WEC TEACHER, IND 10 MONTH	W.E. Cherry Elementary	Effective 2021-06-04 RESIGNATION
HARRIS, THERESSIA LEIGH LES TEACHER, SC, FOURTH GR 10 MONTH	Lakeside Elementary	Effective 2021-06-04 RESIGNATION
HARRISON, MICHAEL L OPH ATHLETIC DIRECTOR 11 MONTH	Orange Park High	Effective 2021-06-10 RESIGNATION
HATFIELD, DARRELL DEWAYNE OHS TEACHER, MATHEMATICS, SR 10 MONTH	Fleming Island High School	Effective 2021-06-04 RESIGNATION
HENDERSON, JAMES ROLAND	Clay High	Effective 2021-06-04

### III. Instructional Actions

#### E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

Name/Assignment	Site	Effective/Action
CHS TEACHER, VE/INCLUSION 10 MONTH		RESIGNATION
HENLEY, ALAYNE MARIE LES TEACHER, SC, SIXTH GR 10 MONTH	Lakeside Elementary	Effective 2021-06-04 RESIGNATION
HERNANDEZ, ARLENE MARIE TBE TEACHER, VE/INCLUSION 10 MONTH	Thunderbolt Elementary	Effective 2021-06-04 RESIGNATION
HOLBROOK, LEANN KATHERINE CVA TEACHER, LANGUAGE ARTS, SH 10 MONTH	Clay Virtual Academy	Effective 2021-06-04 CONCLUDE EMPLOYMENT
IRWIN, DANIELLE CELENE PES TEACHER, SC, THIRD GR 10 MONTH	Robert M. Paterson Elementary	Effective 2021-06-04 RESIGNATION
JACKSON, JACQUELYN MARIE KHE TEACHER, SC, FIRST GR 10 MONTH	Keystone Heights Elementary	Effective 2021-06-04 Conclude Employment
JACKSON, TERESA G CHS TEACHER, HEALTH SCIENCE ED 10 MONTH	Clay High	Effective 2021-06-04 RESIGNATION
JOHNSON, JEANENE PATRICE OLJ TEACHER, LANGUAGE ARTS, JH 10 MONTH	Oakleaf Junior High School	Effective 2021-06-04 RESIGNATION
JOHNSTON, NIKKIA LYNNE CEB SCHOOL SOCIAL WORKER 10 MONTH	Charles E. Bennett Elementary	Effective 2021-06-04 RESIGNATION
JORDI, STEPHANIE GRACE RHS TEACHER, MATHEMATICS, SR 10 MONTH	Ridgeview High School	Effective 2021-06-04 RESIGNATION
JOURDAN, JANA A MHS VPK CHILD CARE LEAD ASST 10 MONTH	Middleburg Elementary	Effective 2021-06-04 RESIGNATION
KEOUGH-LANE, CATHERINE CARROLL LAJ TEACHER, AGRICULTURE 11 MONTH	Lake Asbury Junior High School	Effective 2021-06-10 RESIGNATION
KESSLER, HOPE LESLIE MHS TEACHER, FOREIGN LANG, SH 10 MONTH	Middleburg High	Effective 2021-06-04 RESIGNATION
LAMB, PAMELA JO FIE TEACHER, SC, SECOND GR 10 MONTH	Fleming Island Elementary	Effective 2021-06-04 RESIGNATION
LEVINE, TERRI S CGE TEACHER, VE SELF- CONTAINED 10 MONTH	Coppergate Elementary	Effective 2021-06-04 CONCLUDE EMPLOYMENT
LOCKLEAR, ERICKA L WEC TEACHER, ART, ELEM 10 MONTH	W.E. Cherry Elementary	Effective 2021-06-04 RESIGNATION
MAGAR, KATHERINE	Shadowlawn Elementary	Effective 2021-06-04

### III. Instructional Actions

#### E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Effective/Action</u>
	MARGARET SLE TEACHER, SC, SIXTH GR 10 MONTH		RESIGNATION
	MALDONADO, FARAH DOE TEACHER, SC, FOURTH GR 10 MONTH	Discovery Oaks Elementary	Effective 2021-06-04 RESIGNATION
	MALLORY, HOLLY DULL POE TEACHER, SC, FIRST GR 10 MONTH	Robert M. Paterson Elementary	Effective 2021-06-04 RESIGNATION
	MANCUSO, FRANK JOSEPH CHS TEACHER, INDUSTRIAL ED 10 MONTH	Clay High	Effective 2021-06-04 RESIGNATION
	MAZZA, JESSICA L INSTRUCTIONAL - CWL 10 MO LNG TRM	Wilkinson Jr High	Effective 2021-06-04 RESIGNATION
	MCCULLOUGH, NICOLE MARIE ROE TEACHER, SC, SIXTH GR 10 MONTH	Rideout Elementary	Effective 2021-06-04 RESIGNATION
0.9	NOWALK, MIKAELA TARYN WES GENERAL HEALTH ASSISTA 9 MON SU	Wilkinson Elementary	Effective 2021-06-03 RESIGNATION
	O ROURKE, KATHERINE SUZANNE OLJ TEACHER, MATHEMATICS, JH 10 MONTH	Oakleaf Junior High School	Effective 2021-06-04 RESIGNATION
	OLLER, SANDRA MAY POE TEACHER, VE/INCLUSION 10 MONTH	Plantation Oaks Elementary	Effective 2021-06-04 RESIGNATION
	PAGE, KANDY KAY RVE TEACHER, SC, FOURTH GR 10 MONTH	Ridgeview Elementary	Effective 2021-06-04 RESIGNATION
	RAISOR, JAIME DALEESA WEC TEACHER, VE SELF- CONTAINED 10 MONTH	W.E. Cherry Elementary	Effective 2021-06-04 RESIGNATION
	REYNOLDS, HEATHER RENEE GPE TEACHER, SC, FIRST GR 10 MONTH	Grove Park Elementary	Effective 2021-06-04 RESIGNATION
	ROBERTS, CHELSEY NICHOLE MHS TEACHER, MUSIC, SH 10 MONTH	Middleburg High	Effective 2021-06-04 RESIGNATION
	ROBLES-RODRIGUEZ, ILEANA TES TEACHER, VE SELF- CONTAINED 10 MONTH	Tynes Elementary	Effective 2021-06-04 CONCLUDE EMPLOYMENT
	RODGERS, DEANNA KATHLEEN FIH TEACHER, MATHEMATICS, JH 10 MONTH	Fleming Island High School	Effective 2021-06-04 RESIGNATION
	RODRIGUEZ, SHANNON SPEARS CHE TEACHER, SC, THIRD GR 10 MONTH	Clay Hill Elementary	Effective 2021-06-04 RESIGNATION

### III. Instructional Actions

#### E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Effective/Action</u>
	SMELTZER, KARL RYAN MHS TEACHER, SOC STUD, SH 10 MONTH	Middleburg High	Effective 2021-06-04 RESIGNATION
	SMITH, KATE ELIZABETH CVA TEACHER, SOC STUD, SH 10 MONTH	Clay Virtual Academy	Effective 2021-06-04 Conclude Employment
	SMITH, STEPHANIE NICOLE KHH TEACHER, LANGUAGE ARTS, SH 10 MONTH	Keystone Heights High School	Effective 2021-06-04 RESIGNATION
	STOVER, CHRISTOL REGINA TEACHER, K-3 10 MONTH	Clay Virtual Academy	Effective 2021-06-04 RESIGNATION
0.9	TATE, BRITTANY MARIE RHS BEHAVIORAL HEALTH ASST 9 MON SU	Ridgeview High School	Effective 2021-06-03 RESIGNATION
0.9	TERRELL, RACHAEL R WES GENERAL HEALTH ASSISTA 9 MON SU	Clay Hill Elementary	Effective 2021-06-03 RESIGNATION
	THOMAS, ANTONIO NAJEE OPH TEACHER, VE SELF- CONTAINED 10 MONTH	Orange Park High	Effective 2021-06-04 RESIGNATION
	TROCCHIO, MELISSA JOAN GCJ TEACHER, SCIENCE, JH 10 MONTH	Green Cove Springs Junior High	Effective 2021-06-04 RESIGNATION
	TUCCILLO, CHRISTINA COCCIA CEB TEACHER, BEHAVIOR MGMT 10 MONTH	Charles E. Bennett Elementary	Effective 2021-06-04 RESIGNATION
	WILKINSON, KRISTEE R INSTRUCTIONAL - CWL 10 MO LNG TRM	COUNTY-WIDE LEAVE	Effective 2021-06-04 RESIGNATION

### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	BARNES, HUNTER KEITH MHS SOFTBALL FP HD JV SUPPLEME	Middleburg High	Appointment
0.5	RIVERA, JAMES MATTHEW CGE ELEM PERF/PROD SUPPLEME	Coppergate Elementary	Appointment
	WILLIS, TRACINA MONTAE DOE DISCRETIONARY SUPPLEME	Discovery Oaks Elementary	Appointment

### III. INSTRUCTIONAL ACTIONS 2020-2021

#### G. PENDING APPOINTMENTS

<u>Name</u>	<u>Site</u>	<u>Subject</u>	<u>OOF Subject</u>	<u>Effective</u>
NONE				

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### III. INSTRUCTIONAL ACTIONS 2020-2021

#### H. OUT OF FIELD

<u>Name</u>	<u>Site</u>	<u>Subject</u>	<u>OOF Subject</u>
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NONE

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### III. Instructional Actions

#### A. APPOINTMENT

<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
ABREU-FIGUEROA, ALEXANDRA TES TEACHER, MUSIC, ELEM 10 MONTH	Tynes Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
ADKISON, WENDI MARIE WES TEACHER, SC, SIXTH GR 10 MONTH	Wilkinson Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
BAKER, AMANDA MARIE LES TEACHER, SC, KINDERGARTEN 10 MONTH	Lakeside Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
BALKCOM, CASEY ELIZABETH KHE TEACHER, SC, FIFTH GR 10 MONTH	Keystone Heights Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
BARRETT, JESSICA ANN AES TEACHER, SC, FIRST GR 10 MONTH	Argyle Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
BELL, ALAINA J GPE TEACHER, SC, SIXTH GR 10 MONTH	Grove Park Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
BRADBURN, KYLE ADAM OHS TEACHER, SOC STUD, SH 10 MONTH	Oakleaf High School	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
BROWN, BRITTANY MONIQUE WES TEACHER, SC, THIRD GR 10 MONTH	Wilkinson Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
CANNON, AMY MEHAFFEY OPH TEACHER, MATHEMATICS, SR 10 MONTH	Orange Park High	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
CARDONA, ADRIANA OLJ TEACHER, READING, JH 10 MONTH	Oakleaf Junior High School	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
CAUSEY, HEATHER NICOL CEB TEACHER, PHYSICAL ED EL 10 MONTH	Charles E. Bennett Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
CHANEY, MARCIA H OPJ TEACHER, CURRICULUM COACH 10 MONTH	Orange Park Jr High	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
COLE, RACHEL ANGELA MRE TEACHER, SC, KINDERGARTEN 10 MONTH	Mcrae Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
COLLINS, BIANCA T ESE BEHAVIOR SITE COACH 10 MONTH	Exceptional Student Education	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
COOP, MELISSA A CGE TEACHER, VE/INCLUSION 10 MONTH	Coppergate Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
COSTOSO, LAURIE M OPH TEACHER, VE/INCLUSION 10 MONTH	Orange Park High	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
COULTIS, KIMBERLY ANN WEC TEACHER, ART, ELEM 10 MONTH	W.E. Cherry Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual

### III. Instructional Actions

#### A. APPOINTMENT

<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
CREWS, VANESSA NICOLE POE TEACHER, SC, KINDERGARTEN 10 MONTH	Plantation Oaks Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
DAMRON, SANDRA JEAN LES TEACHER, VE/INCLUSION 10 MONTH	Lakeside Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
DILLABERRY, ALLISON LEIGH WJH TEACHER, GIFTED 10 MONTH	Wilkinson Jr High	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
DODSON, KRISTEN ELENA SBJ TEACHER, SC, THIRD GR 10 MONTH	S. Bryan Jennings Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
DONES, ASHLEY M SBJ TEACHER, SC, SECOND GR 10 MONTH	S. Bryan Jennings Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
FLANAGAN, SUMMER N AES TEACHER, PRE-KDG ESE 10 MONTH	Argyle Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
FRYER III, ROBERT WALTER GCJ TEACHER, VE/INCLUSION 10 MONTH	Green Cove Springs Junior High	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
GONZALEZ, HANNAH DENNISE LAE TEACHER, SC, KINDERGARTEN 10 MONTH	Lake Asbury Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
HADDEN, CHRISTINA CHANELLE OVE TEACHER, SC, KINDERGARTEN 10 MONTH	Oakleaf Village Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
HAN, HEATHER RENEE OHS TEACHER, PHYSICAL ED SH 10 MONTH	Oakleaf High School	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
HENTISH, SIMONE ANE FIE COUNSELOR, ELEM 10 MONTH	Fleming Island Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
HERMAN, BROOKE ALLISON MRE TEACHER, SC, FIFTH GR 10 MONTH	Mcrae Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
HERMES, CARI LYNN ESE TEACHER, SPEECH CLINICIAN 10 MONTH	Exceptional Student Education	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
HERONEMA, MELISSA B CEB TEACHER, SC, FOURTH GR 10 MONTH	Charles E. Bennett Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
HINTON, BRITTNEY LEANN WJH TEACHER, SCIENCE, JH 10 MONTH	Wilkinson Jr High	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
HOPKINS, CHRISTOPHER D OHS TEACHER, MATHEMATICS, SR 10 MONTH	Oakleaf High School	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
HORN, NOLAN S	Keystone Heights High School	Effective 2021-08-02

### III. Instructional Actions

#### A. APPOINTMENT

<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
KHH TEACHER, INDUSTRIAL ED 10 MONTH		10 MONTH / Instructional Probationary Annual
HUSZAR, KAITLIN MARIE OHS TEACHER, LANGUAGE ARTS, SH 10 MONTH	Oakleaf High School	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
JAKUBIK, KATHRYN E STS SCHOOL SOCIAL WORKER 10 MONTH	CLIMATE AND CULTURE	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
JARRIEL, CHELSEA QUINN CEB TEACHER, SC, FOURTH GR 10 MONTH	Charles E. Bennett Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
JOURDAN, JANA A MBE TEACHER, SC, SECOND GR 10 MONTH	Middleburg Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
KAMM, KAYLYN DAWN OPH TEACHER, SCIENCE, SH 10 MONTH	Orange Park High	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
KIRAMARIOS, ZOE A WJH TEACHER, LANGUAGE ARTS, JH 10 MONTH	Wilkinson Jr High	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
KRISTOL, KRISTIN M CHS TEACHER, MATHEMATICS, SR 10 MONTH	Clay High	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
LAZZARO, JENNIFER LYNN POE TEACHER, SC, KINDERGARTEN 10 MONTH	Plantation Oaks Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
LILLARD, LEIGH A CEB TEACHER, SC, THIRD GR 10 MONTH	Charles E. Bennett Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
LINTON, CHRISTOPHER LARRY MBE TEACHER, SC, FIFTH GR 10 MONTH	Middleburg Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
LOPEZ, LIZA M WEC TEACHER, VE SELF- CONTAINED 10 MONTH	W.E. Cherry Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
MACK, MARIAH C OHS TEACHER, SCIENCE, SH 10 MONTH	Oakleaf High School	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
MATTHEWS, MORGAN ELIZABETH RVE TEACHER, IND 10 MONTH	Ridgeview Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
MCCOLLUM, JENNIFER JOANN MCE MENTAL HEALTH COUNS 10 MO 10 MONTH	Montclair Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
MCGILL, ANDREA SHARON RHS COUNSELOR, SH 11 MO 11 MONTH	Ridgeview High School	Effective 2021-07-20 11 MONTH / Instructional Probationary Annual
MINIERI, GINA MARIE	Oakleaf Village Elementary	Effective 2021-08-02

### III. Instructional Actions

#### A. APPOINTMENT

Name/Assignment	Site	Contract
OVE TEACHER, SC, KINDERGARTEN 10 MONTH		10 MONTH / Instructional Probationary Annual
MYERS, ANGELA RAE TBE TEACHER, VE SELF- CONTAINED 10 MONTH	Thunderbolt Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
NEWHOUSE, HOPE E CEB TEACHER, VE/INCLUSION 10 MONTH	Charles E. Bennett Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
NOWALK, MIKAELA TARYN WES TEACHER, SC, SECOND GR 10 MONTH	Wilkinson Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
OVERY, NATALIE E OPH TEACHER, MATHEMATICS, SR 10 MONTH	Orange Park High	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
PALMER, MARY K AES COUNSELOR, ELEM 10 MONTH	Argyle Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
PEASE, LINDA CLARK CHS TEACHER, MATHEMATICS, SR 10 MONTH	Clay High	Effective 2021-08-02 10 MONTH / Annual
POTTER, STEPHANIE KAYLA CEB TEACHER, SC, SECOND GR 10 MONTH	Charles E. Bennett Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
QUILLIN, LAUREN ALIA MBE TEACHER, SC, KINDERGARTEN 10 MONTH	Middleburg Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
ROCKWELL, AMBER DAY LAE ASST PRINCIPAL EL 11 MOS 11 MONTH	READING AND EARLY LITERACY	Effective 2021-07-20 11 MONTH / Annual+PSC as Teacher, Admin only
ROSS, DANIEL RAY MHS COUNSELOR, SH 11 MO 11 MONTH	Middleburg High	Effective 2021-07-20 11 MONTH / Instructional Probationary Annual
SARVER, CYNTHIA FRANCES WES TEACHER, SC, FIRST GR 10 MONTH	Wilkinson Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
SMITH, KAYLEE GRAY MRE TEACHER, SC, FIFTH GR 10 MONTH	Mcrae Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
STRAITON, VICTORIA LYNN CEB TEACHER, PRE-KDG ESE 10 MONTH	Charles E. Bennett Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
SUNDERLAND, ANGELA CHRISTINA POE TEACHER, SC, THIRD GR 10 MONTH	Plantation Oaks Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
TATE, BRITTANY MARIE RHS TEACHER, VE SELF- CONTAINED 10 MONTH	Ridgeview High School	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual

### III. Instructional Actions

#### A. APPOINTMENT

<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
TERRELL, RACHAEL R CHE TEACHER, SC, SECOND GR 10 MONTH	Clay Hill Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
TOBLER, ULYSSES MHS TEACHER, PHYSICAL ED SH 10 MONTH	Middleburg High	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
VALENTINE, EBONY EVETTE GPE COUNSELOR, ELEM 10 MONTH	Grove Park Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
WALDORF, KRISTEN ALYSE STS SCHOOL SOCIAL WORKER 10 MONTH	CLIMATE AND CULTURE	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
WASHINGTON, DESTINEY BRIANA PES COUNSELOR, ELEM 10 MONTH	Robert M. Paterson Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
WILSON, BRITTNEY D SPC TEACHER, COMBINATION, EL 10 MONTH	Swimming Pen Creek Elem	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual
YOUNGER, ANNA R OPE TEACHER, SC, KINDERGARTEN 10 MONTH	Orange Park Elementary	Effective 2021-08-02 10 MONTH / Instructional Probationary Annual

### III. Instructional Actions

#### B. RE-APPOINTMENT

<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
BURRELL, LANEY CHARLOTTE LES TEACHER, SC, FIFTH GR 10 MONTH	Lakeside Elementary	10 MONTH / Annual
HILL, JIMMY L FIH TEACHER, SOC STUD, SH 10 MONTH	Fleming Island High School	10 MONTH / Annual
LEAVITT, CALEB JAMES SBJ TEACHER, VE/INCLUSION 10 MONTH	S. Bryan Jennings Elementary	10 MONTH / Annual
ROBERTSON, COLL RYAN MHS TEACHER, LANGUAGE ARTS, SH 10 MONTH	Middleburg High	10 MONTH / Annual
ROMERO, FELICIA WINDHAM TES TEACHER, VE/INCLUSION 10 MONTH	Tynes Elementary	10 MONTH / Annual
SUITS, JEFFREY W RVE TEACHER, PHYSICAL ED EL 10 MONTH	Ridgeview Elementary	10 MONTH / Professional Services
WELLS, JENNIFER M RHS TEACHER, SCIENCE, SH 10 MONTH	Ridgeview High School	10 MONTH / Annual
WIGGINS, KIMBERLY JUNE MHS TEACHER, MATHEMATICS, SR LNG TRM	Middleburg High	LNG TRM / Annual

### III. Instructional Actions

#### C. RE-DESIGNATION

<u>Name/Assignment</u>	<u>Site</u>	<u>Previous Assignment</u>
CLARK, CODY MELISSA LJH COUNSELOR, JH 11 MONTH 11 MONTH	Lakeside Junior High	EFFECTIVE 08/02/2021 / REDESIGNATE FROM LJH COUNSELOR, JH / 10 MONTH
DAILEY, JOY LYNNE AICE PROGRAM FACILITATOR, 11M 11 MONTH	Fleming Island High School	EFFECTIVE 07/20/2021 / REDESIGNATE FROM FIH TEACHER, SOC STUD, SH / 10 MONTH

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### III. Instructional Actions

#### D. TRANSFER

<u>Name/Assignment</u>	<u>Site</u>	<u>Previous Assignment</u>
ADAMS, JODI LYNN LAJ TEACHER, VE/INCLUSION 10 MONTH	Lake Asbury Junior High School	EFFECTIVE 08/02/2021 / TRANSFER FROM OLJ TEACHER, VE/INCLUSION / 10 MONTH
ALJADA, ANITRA OLJ COUNSELOR, JH 10 MONTHS 10 MONTH	Oakleaf Junior High School	EFFECTIVE 08/02/2021 / TRANSFER FROM LJH COUNSELOR, JH / 11 MONTH
ALLISON, ARTHUR GRAHAM TEACHER, DEAN JH 10 MONTH	Orange Park Jr High	EFFECTIVE 08/02/2021 / TRANSFER FROM RHS TEACHER, SCIENCE, SH / 10 MONTH
ARNETTE, LIANA CHRISTINE ESE CURR SPEC 11 MO 11 MONTH	Exceptional Student Education	EFFECTIVE 07/20/2021 / TRANSFER FROM PES TEACHER, VE/INCLUSION / 10 MONTH
BRAGG, REGINA M SPC TEACHER, SC, SECOND GR 10 MONTH	Swimming Pen Creek Elem	EFFECTIVE 08/02/2021 / TRANSFER FROM SLE TEACHER, SC, FIRST GRADE / 10 MONTH
CABALLERO, KYLE R POE TEACHER, PHYSICAL ED EL 10 MONTH	Plantation Oaks Elementary	EFFECTIVE 08/02/2021 / TRANSFER FROM GPE TEACHER, PHYSICAL ED, EL / 10 MONTH
CARVER, RYAN MASON GCJ TEACHER, SCIENCE, JH 10 MONTH	Green Cove Springs Junior High	EFFECTIVE 08/02/2021 / TRANSFER FROM OPJ TEACHER, SCIENCE, JH / 10 MONTH
COFFEE, TIARA NICOLE LJH TEACHER, SUPP FACIL 10 MONTH	Lakeside Junior High	EFFECTIVE 08/02/2021 / TRANSFER FROM SPC TEACHER, VE/INCLUSION / 10 MONTH
COLLIER, MEGHANN JOSEPHINE OLJ TEACHER, MATHEMATICS, JH 10 MONTH	Oakleaf Junior High School	EFFECTIVE 08/02/2021 / TRANSFER FROM FIH TEACHER, MATHEMATICS, SH / 10 MONTH
CRAWFORD, RANDALL J TEACHER, DEAN JH 10 MONTH	Green Cove Springs Junior High	EFFECTIVE 08/02/2021 / TRANSFER FROM OPJ TEACHER, BUSINESS ED / 10 MONTH
DAVIS, EMILY LAUREN DOE TEACHER, VE/INCLUSION 10 MONTH	Discovery Oaks Elementary	EFFECTIVE 08/02/2021 / TRANSFER FROM POE TEACHER, VE LANG IMPAIRED / 10 MONTH
DAWE, MICHELLE RANEE GCJ TEACHER, SOC STUD, JH 10 MONTH	Green Cove Springs Junior High	EFFECTIVE 08/02/2021 / TRANSFER FROM LAJ TEACHER, SOC STUD, JH / 10 MONTH
ECKERSLEY, CHRISTINE M	Title 1	EFFECTIVE 08/02/2021 /



### III. Instructional Actions

#### D. TRANSFER

<u>Name/Assignment</u>	<u>Site</u>	<u>Previous Assignment</u>
TEACHER, TITLE I, ELEM 10 MONTH		TRANSFER FROM MBE TEACHER, TITLE I, ELEM / 10 MONTH
FEDOROWICH, LORI G CEB TEACHER, TITLE I, ELEM 10 MONTH	Charles E. Bennett Elementary	EFFECTIVE 08/02/2021 / TRANSFER FROM TBE TEACHER, SC, THIRD GRADE / 10 MONTH
GLOVER, ASHLEY ROSE LAJ TEACHER, SCIENCE, JH 10 MONTH	Lake Asbury Junior High School	EFFECTIVE 08/02/2021 / TRANSFER FROM SPC TEACHER, SC, SIXTH GRADE / 10 MONTH
GUILLARD, JENNIFER LYNN CHS TEACHER, SCIENCE, SH 10 MONTH	Clay High	EFFECTIVE 08/02/2021 / TRANSFER FROM OLJ TEACHER, SCIENCE, JH / 10 MONTH
HARRIS, SHERRONDA N OLJ TEACHER, PHYSICAL ED JH 10 MONTH	Oakleaf Junior High School	EFFECTIVE 08/02/2021 / TRANSFER FROM CEB TEACHER, BEHAVIOR MGMT / 10 MONTH
JOHNSON, KAREN MARIE LAJ TEACHER, READING, JH 10 MONTH	Lake Asbury Junior High School	EFFECTIVE 08/02/2021 / TRANSFER FROM FIH TEACHER, SUPP FACIL / 10 MONTH
JOHNSON, NANCY L OLJ TEACHER, READING, JH 10 MONTH	Oakleaf Junior High School	EFFECTIVE 08/02/2021 / TRANSFER FROM LJH TEACHER, READING, JH / 10 MONTH
JOHNSTON, JENNIFER GARDNER LJH COUNSELOR, JH 10 MONTH 10 MONTH	Lakeside Junior High	EFFECTIVE 08/02/2021 / TRANSFER FROM SPC COUNSELOR, ELEM / 10 MONTH
JONES, LEISA ELIZABETH CEB TEACHER, SC, SIXTH GR 10 MONTH	Charles E. Bennett Elementary	EFFECTIVE 08/02/2021 / TRANSFER FROM KHE TEACHER, SC, KINDERGARTEN / 10 MONTH
JOSEY, JENNIFER DANETTE OHS TEACHER, MATHEMATICS, SR 10 MONTH	Oakleaf High School	EFFECTIVE 08/02/2021 / TRANSFER FROM GCJ TEACHER, MATHEMATICS, JH / 10 MONTH
KOTZIERS, WILLIAM J LJH TEACHER, SCIENCE, JH 10 MONTH	Lakeside Junior High	EFFECTIVE 08/02/2021 / TRANSFER FROM WJH TEACHER, SCIENCE, JH / 10 MONTH
LEARY, KEVIN TIMOTHY RLA CURRICULUM SPEC. 12 MO 12 MONTH	READING AND EARLY LITERACY	EFFECTIVE 07/12/2021 / TRANSFER FROM ELEM INST TRAINER/COACH / 10 MONTH
LEONE, CASEY L K12 TEACHER, CURRICULUM	K-12 Academic Services	EFFECTIVE 08/02/2021 / TRANSFER FROM DOE

### III. Instructional Actions

#### D. TRANSFER

<u>Name/Assignment</u>	<u>Site</u>	<u>Previous Assignment</u>
COACH 10 MONTH		TEACHER, SC, FIFTH GRADE / 10 MONTH
LOHSE, ALISHA ROSE OLJ COUNSELOR, JH 10 MONTHS 10 MONTH	Oakleaf Junior High School	EFFECTIVE 08/02/2021 / TRANSFER FROM CEB COUNSELOR, ELEM / 10 MONTH
MOBLEY, GENELL HOPE LAJ TEACHER, MATHEMATICS, JH 10 MONTH	Lake Asbury Junior High School	EFFECTIVE 08/02/2021 / TRANSFER FROM MBE TEACHER, SC, SIXTH GRADE / 10 MONTH
MUSSELWHITE, DONNA LYNN SPC COUNSELOR, ELEM 10 MONTH	Swimming Pen Creek Elem	EFFECTIVE 08/02/2021 / TRANSFER FROM POE COUNSELOR, ELEM / 10 MONTH
OLLEY, KAREN ANN STS CURR SPEC 11 MO 11 MONTH	CLIMATE AND CULTURE	EFFECTIVE 07/20/2021 / TRANSFER FROM MHS TEACHER, FOREIGN LANG, SH / 10 MONTH
PATTERSON, MELISSA LAIRD OLJ TEACHER, SCIENCE, JH 10 MONTH	Oakleaf Junior High School	EFFECTIVE 08/02/2021 / TRANSFER FROM LJH TEACHER, SCIENCE, JH / 10 MONTH
PEPPERS, ERIN JULIA CEB TEACHER, CURRICULUM COACH 10 MONTH	Charles E. Bennett Elementary	EFFECTIVE 08/02/2021 / TRANSFER FROM POE TEACHER, SC, FIFTH GRADE / 10 MONTH
PEYTON, LISA A SLE TEACHER, VE LANG IMPAIRED 10 MONTH	Shadowlawn Elementary	EFFECTIVE 08/02/2021 / TRANSFER FROM CGE TEACHER, VE/INCLUSION / 10 MONTH
POOR, GOVINDA DEVIDASI ELEM INST TRAINER/COACH 10 MONTH	Dept Of Elementary Education	EFFECTIVE 08/02/2021 / TRANSFER FROM SPC TEACHER, SC, KINDERGARTEN / 10 MONTH
RICHEL, AMANDA SWEENEY AES TEACHER, SC, KINDERGARTEN 10 MONTH	Argyle Elementary	EFFECTIVE 08/02/2021 / TRANSFER FROM DOE TEACHER, SC, FOURTH GRADE / 10 MONTH
ROSS, COURTNEY HALL CVA TEACHER, SUPP FACIL 10 MONTH	Clay Virtual Academy	EFFECTIVE 08/02/2021 / TRANSFER FROM CHS TEACHER, VE SELF-CONTAINED / 10 MONTH
SAPP, JOY LYNN KHE TEACHER, SC, FIRST GR 10 MONTH	Keystone Heights Elementary	EFFECTIVE 08/02/2021 / TRANSFER FROM MRE TEACHER, SC, KINDERGARTEN / 10 MONTH
SAVOIE, DANA MILLARD RLA CURRICULUM SPEC. 12 MO 12 MONTH	READING AND EARLY LITERACY	EFFECTIVE 07/19/2021 / TRANSFER FROM RVE TEACHER, KINDERGARTEN / 10 MONTH

### III. Instructional Actions

#### D. TRANSFER

<u>Name/Assignment</u>	<u>Site</u>	<u>Previous Assignment</u>
SEXTON, AMBER MARIE ROE TEACHER, SC, SIXTH GR 10 MONTH	Rideout Elementary	EFFECTIVE 08/02/2021 / TRANSFER FROM LAJ TEACHER, VE/INCLUSION / 10 MONTH
SPEARS, KARLYE NICOLE ESE BEHAVIOR SITE COACH 10 MONTH	Exceptional Student Education	EFFECTIVE 08/02/2021 / TRANSFER FROM TBE TEACHER, VE SELF- CONTAINED / 10 MONTH
SULLIVAN, ANGELA NOEL SLE TEACHER, SC, THIRD GR 10 MONTH	Shadowlawn Elementary	EFFECTIVE 08/02/2021 / TRANSFER FROM MBE TEACHER,SC,FIFTH GRADE / 10 MONTH
THOMAS, SCOTT EMORY CTE COLLEGE/CAREER CH 11 MONTH	Career And Technical Education	EFFECTIVE 7/20/2021 / TRANSFER FROM LJH TEACHER, BUSINESS ED / 10 MONTH
THOMPSON, SHALANDA TUWANA LJH TEACHER, VE SELF- CONTAINED 10 MONTH	Lakeside Junior High	EFFECTIVE 08/02/2021 / TRANSFER FROM BLC TEACHER, VE SELF- CONTAINED / 10 MONTH
TRUJILLO, DAVID CEB TEACHER, BEHAVIOR MGMT 10 MONTH	Charles E. Bennett Elementary	EFFECTIVE 08/02/2021 / TRANSFER FROM ROE TEACHER, VE SELF- CONTAINED / 10 MONTH
TURNER, HEATHER RAE GCJ TEACHER, MATHEMATICS, JH 10 MONTH	Green Cove Springs Junior High	EFFECTIVE 08/02/2021 / TRANSFER FROM CGE TEACHER,SC,SIXTH GRADE / 10 MONTH
WILLIAMS, DANIELLE ELIZABETH DOE TEACHER, SC, FOURTH GR 10 MONTH	Discovery Oaks Elementary	EFFECTIVE 08/02/2021 / TRANSFER FROM CEB TEACHER,SC,FIFTH GRADE / 10 MONTH
WINTERS, DANIELLE MARGARET OLJ TEACHER, VE LANG IMPAIRED 10 MONTH	Oakleaf Junior High School	EFFECTIVE 08/02/2021 / TRANSFER FROM LJH TEACHER, VE/INCLUSION / 10 MONTH

**III. Instructional Actions****E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT**

<b><u>Name/Assignment</u></b>	<b><u>Site</u></b>	<b><u>Effective/Action</u></b>
ROCKWELL, AMBER DAY RLA CURRICULUM SPEC. 12 MO 12 MONTH	READING AND EARLY LITERACY	Effective 2021-07-19 RESIGNATION

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### III. Instructional Actions

#### F. SUPPLEMENT

	<b>Name/Assignment</b>	<b>Site</b>	<b>Supplement Action</b>
	ABRAHAM, DANIELLE NICOLE SBJ DEPT HD (3-5) SUPPLEME	S. Bryan Jennings Elementary	Appointment
	ADAIR, KIMBERLY A SLE DEPT HD (3-5) SUPPLEME	Shadowlawn Elementary	Appointment
	ADAMS, ALEXANDER T OHS FOOTBALL ASST HS 25% SUPPLEME	Oakleaf High School	Appointment
	ADAMS, ALEXANDER T OHS FOOTBALL ASST SH 75% SUPPLEME	Oakleaf High School	Appointment
0.7	ADAMS, LAURA ASHLEY CHS CHEERLEADING JV SUPPLEME	Clay High	Appointment
	ADAMS, TERESA ANN SBJ DEPT HD (3-5) SUPPLEME	S. Bryan Jennings Elementary	Appointment
	ADKISON, WENDI MARIE WES DEPT HD (3-5) SUPPLEME	Wilkinson Elementary	Appointment
0.5	AHRENS, AMY E OHS DEPT HEAD (11-16) SUPPLEME	Oakleaf High School	Appointment
	AIKEN, CANDIS PAIGE FIH DANCE TEAM SH SUPPLEME	Fleming Island High School	Appointment
	ALFANO, MEGAN RENEE LAJ BASKETBALL HD JH SUPPLEME	Lake Asbury Junior High School	Appointment
	ALLEN, KRISTA L GPE ELEM PERF/PROD SUPPLEME	Grove Park Elementary	Appointment
0.5	ALLISON, TRISHA JEAN OHS DEPT HEAD (11-16) SUPPLEME	Oakleaf High School	Appointment
	AMIDON, SARA LAUREN WES DEPT HD (3-5) SUPPLEME	Wilkinson Elementary	Appointment
	ANDERSON, JOYCE C MHS NATIONA HONOR SOCIETY SUPPLEME	Middleburg High	Appointment
0.5	ANSCHUETZ, KIMBERLY JOY LJH DEPT HEAD (6-10) SUPPLEME	Lakeside Junior High	Appointment
	ANSCHUETZ, KIMBERLY JOY LJH FLAG FOOTBALL HD SH/JH SUPPLEME	Lakeside Junior High	Appointment
	ANSCHUETZ, KIMBERLY JOY LJH SOFTBALL FP ASST JH SUPPLEME	Lakeside Junior High	Appointment
	ASKELSON, LAURA A INST APPLICATION FACILITATOR SUPPLEME	Thunderbolt Elementary	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<b>Name/Assignment</b>	<b>Site</b>	<b>Supplement Action</b>
	AYERS, JESSICA MARIE AES DISCRETIONARY SUPPLEME	Argyle Elementary	Appointment
	AYERS, JESSICA MARIE AES SAFETY PATROL SUPPLEME	Argyle Elementary	Appointment
	BACHMAYER, ABBY A OPE DEPT HD (3-5) SUPPLEME	Orange Park Elementary	Appointment
0.5	BAILEY, DOROTHY V GPE TT1 SUP ED SUPPLEME	Grove Park Elementary	Appointment
0.3	BAKER, SARAH A MHS SENIOR CLASS SPONSOR SUPPLEME	Middleburg High	Appointment
	BAKER, SUZANNE RENEE FIH CROSS COUNTRY HD SH SUPPLEME	Fleming Island High School	Appointment
	BALLARD, MEGAN ELIZABETH SPC SAFETY PATROL SUPPLEME	Swimming Pen Creek Elem	Appointment
	BARKER, BONNIE LYNN CVA TECH COACH SEC SUPPLEME	Clay Virtual Academy	Appointment
	BARNARD, ROBIN LEE FIE DEPT HD (3-5) SUPPLEME	Fleming Island Elementary	Appointment
0.5	BARNETT, TARA LYN ROE DEPT HD (3-5) SUPPLEME	Rideout Elementary	Appointment
	BARTEL, ANTHONY JAMES GCJ SOCCER HEAD JH SUPPLEME	Green Cove Springs Junior High	Appointment
0.5	BARTEL, JODI ANN PES DEPT HEAD (6-10) SUPPLEME	Robert M. Paterson Elementary	Appointment
	BARTON, DONNA M INST APPLICATION FACILITATOR SUPPLEME	Argyle Elementary	Appointment
	BASSETT, JENNIFER HUBBARD TBE ELEM PERF/PROD SUPPLEME	Thunderbolt Elementary	Appointment
	BASSLER, KIMBERLY ANN FIH CHEERLEADING VARSITY SUPPLEME	Fleming Island High School	Appointment
	BATCHELOR, AMY DAWN INST APPLICATION FACILITATOR SUPPLEME	Mcrae Elementary	Appointment
	BAZEMORE, TIFFANY JOAN MRE TITLE 1 SUP ED SUPPLEME	Ridgeview Elementary	Appointment
	BEGIN, MARGARET E MHS DEPT HEAD 17-20 SUPPLEME	Middleburg High	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<b>Name/Assignment</b>	<b>Site</b>	<b>Supplement Action</b>
	BEGIN, MARGARET E MHS NATIONAL BETA CLUB SP SUPPLEME	Middleburg High	Appointment
	BEHNKEN, MARIA BECHHOLD CTE CO-CURR CLUB SUPPLEME	Lake Asbury Junior High School	Appointment
	BEHNKEN, MARIA BECHHOLD LAJ ANNUAL STAFF JH SUPPLEME	Lake Asbury Junior High School	Appointment
0.5	BEHNKEN, MARIA BECHHOLD LAJ DEPT HEAD (6-10) SUPPLEME	Lake Asbury Junior High School	Appointment
0.5	BEMIS, JORDAN MARIE MHS VOLLEYBALL HD SH SUPPLEME	Wilkinson Elementary	Appointment
0.5	BERLINICKE, DAVID WILLIAM KHH DEPT HEAD (6-10) SUPPLEME	Keystone Heights High School	Appointment
0.5	BERRY, JASON PAUL LAJ DEPT HEAD (6-10) SUPPLEME	Lake Asbury Junior High School	Appointment
	BERRY, JASON PAUL LAJ VOLLEYBALL HD JH SUPPLEME	Lake Asbury Junior High School	Appointment
	BICE, HEATHER MOULTON RHS CHORAL DIRECTOR SH/JH SUPPLEME	Ridgeview High School	Appointment
0.5	BICE, HEATHER MOULTON RHS DEPT HEAD (6-10) SUPPLEME	Ridgeview High School	Appointment
	BIGILIN, GRANT JAMES FIH BASEBALL HEAD SH SUPPLEME	Fleming Island High School	Appointment
	BILLINGS, CHRISTOPHER MICHAEL WEC DEPT HD (3-5) SUPPLEME	W.E. Cherry Elementary	Appointment
0.5	BISHOP, DAVID HAROLD INST APPLICATION FACILITATOR SUPPLEME	Clay Virtual Academy	Appointment
	BLACK, JAMES JOHN LAJ FLAG FOOTBALL HD SH/JH SUPPLEME	Lake Asbury Junior High School	Appointment
	BLACKWELL, ASHLEY LAUREN CGE ESE INTERVENTION FAC. SUPPLEME	Coppergate Elementary	Appointment
	BLEAU, CHERA FORNER GCJ DEPT HEAD (6-10) SUPPLEME	Green Cove Springs Junior High	Appointment
	BLEAU, CHERA FORNER GCJ DRAMA JH SUPPLEME	Green Cove Springs Junior High	Appointment
	BODIE, MIRIAM LOUISE RVE DEPT HD (3-5) SUPPLEME	Ridgeview Elementary	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<b>Name/Assignment</b>	<b>Site</b>	<b>Supplement Action</b>
0.5	BOHN, LAURA SANDEFER DIS DEPT HEAD (11-16) SUPPLEME	Doctors Inlet Elementary	Appointment
0.5	BONHAM, STEPHANIE ROSEANNE PES DEPT HEAD (11-16) SUPPLEME	Robert M. Paterson Elementary	Appointment
0.3	BOONE, KELLY RAE MHS SENIOR CLASS SPONSOR SUPPLEME	Middleburg High	Appointment
0.5	BORGER, ELLEN PORCHER MHS FRESHMAN CLASS SPONSOR SUPPLEME	Middleburg High	Appointment
	BOWIE, KIMBERLY ANN OPE DEPT HD (3-5) SUPPLEME	Orange Park Elementary	Appointment
	BOWLES, CATHARINE REBECCA OPH DEPT HEAD (11-16) SUPPLEME	Orange Park High	Appointment
	BOWMAN, MICHELLE L OLJ ANNUAL STAFF JH SUPPLEME	Oakleaf Junior High School	Appointment
	BOYD, COURTNEY LJH CHEERLEADING JH SUPPLEME	Lakeside Junior High	Appointment
	BOYER, WALTER SCOTT LJH BAND DIR JH SUPPLEME	Lakeside Junior High	Appointment
	BOYER, WALTER SCOTT LJH BAND END OF YEAR 2 FEST SUPPLEME	Lakeside Junior High	Appointment
	BRADLEY, DAVID OLJ DEPT HEAD (6-10) SUPPLEME	Oakleaf Junior High School	Appointment
	BRADY, CHRISTINA MICHELE WEC DEPT HD (3-5) SUPPLEME	W.E. Cherry Elementary	Appointment
0.5	BRADY, KATHLEEN MARY OPH JUNIOR CLASS SPONSOR SUPPLEME	Orange Park High	Appointment
	BRAGG, REGINA M SLE DEPT HD (3-5) SUPPLEME	Swimming Pen Creek Elem	Appointment
	BREINDEL-HILL, JULIE ANN CHS JUNIOR CLASS SPONSOR SUPPLEME	Clay High	Appointment
	BRIDWELL, KARISA LYN SLE DEPT HEAD (11-16) SUPPLEME	Shadowlawn Elementary	Appointment
	BRIGHT, JORDAN A FIH FRESHMAN CLASS SPONSOR SUPPLEME	Fleming Island High School	Appointment



### III. Instructional Actions

#### F. SUPPLEMENT

	<b>Name/Assignment</b>	<b>Site</b>	<b>Supplement Action</b>
	BRIGHT, JORDAN A FIH SWIMMING HD SH SUPPLEME	Fleming Island High School	Appointment
	BRITT, YALONDA EVETTE OLJ DEPT HEAD (6-10) SUPPLEME	Oakleaf Junior High School	Appointment
	BROWN , ALAN MICHAEL OVE DEPT HEAD (6-10) SUPPLEME	Oakleaf Village Elementary	Appointment
	BROWN, ANITA L MCE DEPT HD (3-5) SUPPLEME	Montclair Elementary	Appointment
	BROWN, KYLE OLIVER MHS CROSS COUNTRY HD SH SUPPLEME	Middleburg High	Appointment
	BROWN, LESLIE KAY MBE DEPT HD (3-5) SUPPLEME	Middleburg Elementary	Appointment
0.5	BROWN, MARTIN P RHS DEPT HEAD (6-10) SUPPLEME	Ridgeview High School	Appointment
	BROWN, MARY JANE MRE ESE INTERVENTION FAC. SUPPLEME	Mcrae Elementary	Appointment
0.5	BROWN, VERONICA CLARK OHS CO-CURR CLUB SUPPLEME	Oakleaf High School	Appointment
0.5	BRUEY, JULIE W KHE DEPT HEAD 17-20 SUPPLEME	Keystone Heights Elementary	Appointment
	BRYMER, JENNIFER D KHH DEPT HEAD (6-10) SUPPLEME	Keystone Heights High School	Appointment
0.5	BUCCI, AMY LEANN MHS JUNIOR CLASS SPONSOR SUPPLEME	Middleburg High	Appointment
	BUCK, ALEXANDER JOHN FIH BAND DIR SH SUPPLEME	Fleming Island High School	Appointment
0.5	BUCK, ALEXANDER JOHN FIH DRILL SPONSOR SH SUPPLEME	Fleming Island High School	Appointment
	BUCKLEW, BAIRE J FIH SOFTBALL FP HD JV SUPPLEME	Fleming Island High School	Appointment
	BUCKLIN, SARA SOTOLONGO OLJ DEPT HEAD (11-16) SUPPLEME	Oakleaf Junior High School	Appointment
	BUMPERS, SHERRY L LJH DEPT HEAD (6-10) SUPPLEME	Lakeside Junior High	Appointment
	BUMPERS, SHERRY L LJH DISCRETIONARY SUPPLEME	Lakeside Junior High	Appointment
0.5	BUONOPANE, KAREN MICHELLE	Ridgeview High School	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	RHS JUNIOR CLASS SPONSOR SUPPLEME		
0.5	BURGETT, CHRISTINA D ROE DEPT HD (3-5) SUPPLEME	Rideout Elementary	Appointment
	BURGHART, JOSHUA KYLE MHS DEPT HEAD (11-16) SUPPLEME	Middleburg High	Appointment
	BURGHART, LINDSAY ANN MHS BASKETBALL HD SH SUPPLEME	Middleburg High	Appointment
	BURGHART, LINDSAY ANN MHS DEPT HEAD (6-10) SUPPLEME	Middleburg High	Appointment
	BURKE, ERIC W OPJ DEPT HEAD (6-10) SUPPLEME	Orange Park Jr High	Appointment
	BURLEY, JEANETTE MARIE OLJ ACADEMIC COACH, LOCAL SUPPLEME	Oakleaf Junior High School	Appointment
	BURNSED, ALAN PHILLIP MHS FOOTBALL ASST HS 25% SUPPLEME	Middleburg High	Appointment
	BURNSED, ALAN PHILLIP MHS FOOTBALL ASST SH 75% SUPPLEME	Middleburg High	Appointment
0.5	BURRELL, TARA LYNN ROE DEPT HD (3-5) SUPPLEME	Rideout Elementary	Appointment
0.5	BURT, JERRY RICHARD MHS CO-CURR CLUB SUPPLEME	Middleburg High	Appointment
	BURT, JERRY RICHARD MHS DEPT HEAD (6-10) SUPPLEME	Middleburg High	Appointment
	BURT, JERRY RICHARD MHS SOCCER HEAD SH SUPPLEME	Middleburg High	Appointment
	BURT, JERRY RICHARD MHS TENNIS HD SH SUPPLEME	Middleburg High	Appointment
	BUTLER, VONTRESE FEDRICK OHS CROSS COUNTRY HD SH SUPPLEME	Oakleaf High School	Appointment
	BYRD, PRINCE D CHS CHORAL DIRECTOR SH/JH SUPPLEME	Clay High	Appointment
	BYRD, ZACHARY JAMES OLJ BASEBALL HEAD JH SUPPLEME	Oakleaf Junior High School	Appointment
	CALLOWAY-MCCRAY, DEIDRE LYNNET AES DEPT HD (3-5) SUPPLEME	Argyle Elementary	Appointment
0.5	CAMBRON, CHRISTOPHER TODD	Rideout Elementary	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	ROE DEPT HD (3-5) SUPPLEME		
	CAMBRON, CHRISTOPHER TODD ROE SAFETY PATROL SUPPLEME	Rideout Elementary	Appointment
	CAMPBELL, JESSICA MARIE LAE DEPT HD (3-5) SUPPLEME	Lake Asbury Elementary	Appointment
0.5	CANNARELLA, CINNAMON LEIGH RHS DEPT HEAD 21+ SUPPLEME	Ridgeview High School	Appointment
2.0	CAPPER, PAYTON B KHH CROSS COUNTRY HD SH SUPPLEME	Keystone Heights High School	Appointment
	CAPPER, PAYTON B KHH TENNIS HD SH SUPPLEME	Keystone Heights High School	Appointment
	CAPPROTTI, RACHAEL MARIE DOE DEPT HEAD (6-10) SUPPLEME	Discovery Oaks Elementary	Appointment
0.5	CARLSON, JENNY KATHLEEN LAE DEPT HEAD (6-10) SUPERINT	Lake Asbury Elementary	Appointment
	CARMICHAEL, DENISE RENEE CGE DEPT HD (3-5) SUPPLEME	Coppergate Elementary	Appointment
	CARNES, SHELBY DANIELLE FIH SWIMMING HD SH SUPPLEME	Fleming Island High School	Appointment
0.5	CARRIGAN, MEGAN K CEB DEPT HD (3-5) SUPPLEME	Charles E. Bennett Elementary	Appointment
	CARROLL, LINDSEY REBECCA WES DISCRETIONARY SUPPLEME	Wilkinson Elementary	Appointment
0.5	CARSON, CAROL JOYCE KHE DEPT HEAD (6-10) SUPPLEME	Keystone Heights Elementary	Appointment
0.5	CARSON, GLORIA JEAN MHS CO-CURR CLUB SUPPLEME	Middleburg High	Appointment
	CARSON, MICHAEL TIMOTH CTE CO-CURR CLUB SUPPLEME	Middleburg High	Appointment
0.5	CARTER, JESSICA DYKES KHE DEPT HD (3-5) SUPPLEME	Keystone Heights Elementary	Appointment
	CARTER, JESSICA DYKES KHH BASKETBALL HD SH SUPPLEME	Keystone Heights Elementary	Appointment
0.5	CASCANET, SARA CHRISTINE LAJ DEPT HEAD (6-10) SUPPLEME	Lake Asbury Junior High School	Appointment
	CASIAS, KYLE FRANCIS	Orange Park High	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	OPH SWIMMING HD SH SUPPLEME		
	CASSADA, RENEE C CGE DEPT HD (3-5) SUPPLEME	Coppergate Elementary	Appointment
	CASTILLO, SHANNAN MARIE MRE DEPT HD (3-5) SUPPLEME	Mcrae Elementary	Appointment
0.5	CHAMPAGNE, TIMOTHY JAMES CTE CO-CURR CLUB SUPPLEME	Ridgeview High School	Appointment
0.5	CHAMPAGNE, TIMOTHY JAMES RHS CO-CURR CLUB SUPPLEME	Ridgeview High School	Appointment
	CHANDLER, TRAAVIS T FIH BASKETBALL HD SH SUPPLEME	Fleming Island High School	Appointment
	CHANDLER, TRAAVIS T FIH FOOTBALL ASST HS 25% SUPPLEME	Fleming Island High School	Appointment
	CHANDLER, TRAAVIS T FIH FOOTBALL ASST SH 75% SUPPLEME	Fleming Island High School	Appointment
	CHEATWOOD, CYNTHIA KEECH OPJ DEPT HEAD (6-10) SUPPLEME	Orange Park Jr High	Appointment
	CHEATWOOD, CYNTHIA KEECH OPJ DISCRETIONARY SUPPLEME	Orange Park Jr High	Appointment
0.5	CHEATWOOD, CYNTHIA KEECH OPJ NATION JUNIOR HONOR SOC SUPPLEME	Orange Park Jr High	Appointment
	CHEFER, MIRIAM SARAH SBJ DEPT HD (3-5) SUPPLEME	S. Bryan Jennings Elementary	Appointment
0.5	CHIOSSONE, CHRISTINA MARIE GCJ DEPT HD (3-5) SUPPLEME	Green Cove Springs Junior High	Appointment
	CHIOSSONE, CHRISTINA MARIE GCJ SCI FAIR COOR LOCAL SUPPLEME	Green Cove Springs Junior High	Appointment
0.5	CLARK, TREVOR M RHS DEPT HEAD (11-16) SUPPLEME	Ridgeview High School	Appointment
	CLOUD, BRUCE ALLEN FIH GOLF HD SH SUPPLEME	Fleming Island High School	Appointment
	COBBERT, PAUL JAMES FIH WRESTLING HD SH SUPPLEME	Fleming Island High School	Appointment
0.5	COBLEIGH, KAREN A LAE DEPT HEAD (6-10) SUPPLEME	Lake Asbury Elementary	Appointment
	COKER, JUSTIN HAYWARD KHH BAND DIR JH	Keystone Heights High School	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<b>Name/Assignment</b>	<b>Site</b>	<b>Supplement Action</b>
	SUPPLEME		
	COKER, JUSTIN HAYWARD KHH BAND DIR SH SUPPLEME	Keystone Heights High School	Appointment
	COKER, JUSTIN HAYWARD KHH BAND END OF YEAR 2 FEST SUPPLEME	Keystone Heights High School	Appointment
	COKER, JUSTIN HAYWARD KHH DRILL SPONSOR SH SUPPLEME	Keystone Heights High School	Appointment
	COLE, FREDERICK DARNELL OHS BASKETBALL HD SH SUPPLEME	Oakleaf High School	Appointment
	COLLINS, TERRI LYNN TBE DEPT HEAD (6-10) SUPPLEME	Thunderbolt Elementary	Appointment
	COLON, ARNALDO J RHS BAND DIR SH SUPPLEME	Ridgeview High School	Appointment
	COLON, ARNALDO J RHS DRILL SPONSOR SH SUPPLEME	Ridgeview High School	Appointment
	CONKLING, SCOTT DAVID OPH VOLLEYBALL HD SH SUPPLEME	Orange Park High	Appointment
0.3	CONLEY, ANGELA RUTH WEC DEPT HEAD (11-16) SUPPLEME	W.E. Cherry Elementary	Appointment
	CONLEY, ANGELA RUTH WEC SAFETY PATROL SUPPLEME	W.E. Cherry Elementary	Appointment
	CONLEY, JOHN C OPH BASKETBALL ASST SH SUPPLEME	Orange Park High	Appointment
	CONNELLY, AMANDA MARIE LAJ DISCRETIONARY SUPPLEME	Lake Asbury Junior High School	Appointment
	CONNELLY, AMANDA MARIE LAJ SOCCER HEAD JH SUPPLEME	Lake Asbury Junior High School	Appointment
	CONNER, COURTNEY DENISE SLE SAFETY PATROL SUPPLEME	Shadowlawn Elementary	Appointment
	CONRAD, MARLENA KAYE KHE SAFETY PATROL SUPPLEME	Keystone Heights Elementary	Appointment
	CONROY, TRACI HELEN CGE SAFETY PATROL SUPPLEME	Coppergate Elementary	Appointment
	CORBITT, MARY JO AES DEPT HD (3-5) SUPPLEME	Argyle Elementary	Appointment
0.5	COUILLARD, EDDIE B OLJ DISCRETIONARY SUPPLEME	Oakleaf Junior High School	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	COULTIS, SEAN P FIH FOOTBALL ASST HS 25% SUPPLEME	Fleming Island High School	Appointment
	COULTIS, SEAN P FIH FOOTBALL ASST SH 75% SUPPLEME	Fleming Island High School	Appointment
	COULTIS, SEAN P FIH WEIGHTLIFTING HD SH SUPPLEME	Fleming Island High School	Appointment
	COURSEY, ALMA SEVILLA PES DEPT HEAD (6-10) SUPPLEME	Robert M. Paterson Elementary	Appointment
0.5	COURSEY, TRACI BROADWAY MRE DEPT HD (3-5) SUPPLEME	Mcrae Elementary	Appointment
0.5	COX, MATTHEW L RHS DEPT HEAD 21+ SUPPLEME	Ridgeview High School	Appointment
	CRAWFORD, JAMES B CHS FOOTBALL ASST HS 25% SUPPLEME	Clay High	Appointment
	CRAWFORD, JAMES B CHS FOOTBALL ASST SH 75% SUPPLEME	Clay High	Appointment
	CRAWFORD, JAMES B CHS WRESTLING SUPPLEME	Clay High	Appointment
	CRAWFORD, RANDALL J OPJ CO-CURR CLUB SUPPLEME	Green Cove Springs Junior High	Appointment
0.5	CRESWELL, JENNIFER ANN PES DEPT HEAD (6-10) SUPPLEME	Robert M. Paterson Elementary	Appointment
	CREWS, REBECCA LADAWN OHS JUNIOR CLASS SPONSOR SUPPLEME	Oakleaf High School	Appointment
	CRIM, SIMONE INST APPLICATION FACILITATOR SUPPLEME	Orange Park High	Appointment
	CROSBY, JAMES MICHAEL OPH DEPT HEAD (11-16) SUPPLEME	Orange Park High	Appointment
	CUDA, KATHERINE ELIZABETH MCE ELEM PERF/PROD SUPPLEME	Montclair Elementary	Appointment
	CUDA, KATHERINE ELIZABETH MCE SAFETY PATROL SUPPLEME	Montclair Elementary	Appointment
0.5	CUNNINGHAM, KELLY MARIE KHE DEPT HEAD 17-20 SUPPLEME	Keystone Heights Elementary	Appointment
	DALY, SHARON ANN CTE CO-CURR CLUB SUPPLEME	Orange Park High	Appointment
0.5	DAMPIER, ANNA REBECCA	Keystone Heights Elementary	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	KHE ESE INTERVENTION FAC. SUPPLEME		
	DANDRIDGE, SARA ELIZABETH FIH VOLLEYBALL ASST SH SUPPLEME	Fleming Island High School	Appointment
	DANIELS, JUSTIN LEE OPH DEPT HEAD (11-16) SUPPLEME	Orange Park High	Appointment
0.5	DANIELS, JUSTIN LEE OPH SENIOR CLASS SPONSOR SUPPLEME	Orange Park High	Appointment
	DANIELS, JUSTIN LEE OPH TENNIS HD SH SUPPLEME	Orange Park High	Appointment
	DANIELS, JUSTIN LEE OPH WRESTLING HD SH SUPPLEME	Orange Park High	Appointment
	DANIELS, JUSTIN LEE OPJ WRESTLING HD JH SUPPLEME	Orange Park High	Appointment
	DANZ, NICOLE MELISSA GPE DEPT HD (3-5) SUPPLEME	Grove Park Elementary	Appointment
	DAVIS, AMANDA NICHOLE LES DEPT HD (3-5) SUPPLEME	Lakeside Elementary	Appointment
	DAVIS, DONALD A LJH SOFTBALL FP HD JH SUPPLEME	Lakeside Junior High	Appointment
0.3	DAVIS, LORI ANN CHS CHEERLEADING JV SUPPLEME	Clay High	Appointment
0.3	DAVIS, LORI ANN CHS CHEERLEADING VARSITY SUPPLEME	Clay High	Appointment
	DAVIS, LORI ANN CHS CO-CURR CLUB SUPPLEME	Clay High	Appointment
0.5	DAVIS, LORI ANN CHS DANCE TEAM SH SUPPLEME	Clay High	Appointment
	DEANGELO, DUSTIN D OHS TENNIS HD SH SUPPLEME	Oakleaf High School	Appointment
	DEES, LAURA ELIZABETH ROE ELEM PERF/PROD SUPPLEME	Rideout Elementary	Appointment
	DEMARCO, MARY ELLEN CTE CO-CURR CLUB SUPPLEME	Orange Park High	Appointment
	DEROUSIE, BETHANY LOIS RHS SCI FAIR COOR LOCAL SUPPLEME	Ridgeview High School	Appointment
	DETERS, DOUGLAS VANCE GCJ BASKETBALL HD JH SUPPLEME	Green Cove Springs Junior High	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<b>Name/Assignment</b>	<b>Site</b>	<b>Supplement Action</b>
	DETERS, DOUGLAS VANCE GCJ FLAG FOOTBALL HD SH/JH SUPPLEME	Green Cove Springs Junior High	Appointment
	DEVINE, ARIEL P WEC DISCRETIONARY SUPPLEME	W.E. Cherry Elementary	Appointment
0.5	DEVINE, MAUREEN CRISTIN OVE DEPT HEAD (6-10) SUPPLEME	Oakleaf Village Elementary	Appointment
0.5	DIAMOND, ANGELA CATHERINE DIS DEPT HD (3-5) SUPPLEME	Doctors Inlet Elementary	Appointment
	DIAZ, MIRIAN GUARDARRAM PES DEPT HEAD (6-10) SUPPLEME	Robert M. Paterson Elementary	Appointment
0.5	DICKEY, SHERI LYNN RHS DEPT HEAD (11-16) SUPPLEME	Ridgeview High School	Appointment
	DICKEY, SHERI LYNN RHS SENIOR CLASS SPONSOR SUPPLEME	Ridgeview High School	Appointment
	DICKINSON, CHARLES TODD KHH FOOTBALL HD HS 25% SUPPLEME	Keystone Heights High School	Appointment
	DICKINSON, CHARLES TODD KHH FOOTBALL HD SH 75% SUPPLEME	Keystone Heights High School	Appointment
	DICKINSON, CHARLES TODD KHH TRACK HD SH SUPPLEME	Keystone Heights High School	Appointment
	DICKINSON, LYNN MARIE CHS CO-CURR CLUB SUPPLEME	Clay High	Appointment
	DICKINSON, LYNN MARIE CHS DEPT HEAD (6-10) SUPPLEME	Clay High	Appointment
	DICKINSON, LYNN MARIE CTE CO-CURR CLUB SUPPLEME	Clay High	Appointment
	DICKS, TERRI ANNE LAE DEPT HEAD (6-10) SUPPLEME	Lake Asbury Elementary	Appointment
	DILLON, THERESA MAE CHS DISCRETIONARY SUPPLEME	Clay High	Appointment
	DOANE, LANA D FIE DEPT HD (3-5) SUPPLEME	Fleming Island Elementary	Appointment
	DODSON, LAURA LEANN POE SAFETY PATROL SUPPLEME	Plantation Oaks Elementary	Appointment
	DOOLEY, SARAH E LJH SOCCER HEAD JH SUPPLEME	Lakeside Junior High	Appointment
	DOTSON, ANGELA KAY LES DEPT HD (3-5)	Lakeside Elementary	Appointment



### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	SUPPLEME		
	DOTY, ROBIN ELISABETH INST APPLICATION FACILITATOR SUPPLEME	Orange Park Elementary	Appointment
	DOTY, ROBIN ELISABETH OPE DEPT HD (3-5) SUPPLEME	Orange Park Elementary	Appointment
	DOUKMAK, MELISSA CHASE RVE SAFETY PATROL SUPPLEME	Ridgeview Elementary	Appointment
	DOWNES, CHRISTOPHER OLIVER KHH ACADEMIC COACH, LOCAL SUPPLEME	Keystone Heights High School	Appointment
	DRIGGERS, ARIELLE MARIE KHH SOFTBALL FP ASST SH SUPPLEME	Keystone Heights Elementary	Appointment
	DRYDEN, KATHARINE L INST APPLICATION FACILITATOR SUPPLEME	Swimming Pen Creek Elem	Appointment
	DUCHEMIN, MICHELLE MICHAEL LJH CHORAL DIRECTOR SH/JH SUPPLEME	Lakeside Junior High	Appointment
	DUCHEMIN, MICHELLE MICHAEL LJH CHORUS DIR EOY 2 EVENTS SUPPLEME	Lakeside Junior High	Appointment
0.5	DUCHEMIN, MICHELLE MICHAEL LJH DEPT HEAD (6-10) SUPPLEME	Lakeside Junior High	Appointment
	DUCHEMIN, MICHELLE MICHAEL LJH DRAMA JH SUPPLEME	Lakeside Junior High	Appointment
	DUFFORD, BRENDA LEE DOE DEPT HEAD (6-10) SUPPLEME	Discovery Oaks Elementary	Appointment
	DURIG, CARRIE K OPH ESE INTERVENTION FAC. SUPPLEME	Orange Park High	Appointment
	DUSINBERRE, RICHARD CHARLES MHS WRESTLING ASST SH SUPPLEME	Middleburg High	Appointment
	DYAL, CARLEY LAYNE KHH CO-CURR CLUB SUPPLEME	Keystone Heights High School	Appointment
	DZIWULSKI, KIMBERLY ANN TES DEPT HEAD (6-10) SUPPLEME	Tynes Elementary	Appointment
	ECKERSLEY, CHRISTINE M MBE DEPT HD (3-5)	Title 1	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	SUPPLEME		
	EDDEN, KATHLEEN RUTH CEB DEPT HEAD (6-10) SUPPLEME	Charles E. Bennett Elementary	Appointment
0.5	EGNEW, LISA TIDWELL LAJ DEPT HEAD (11-16) SUPPLEME	Lake Asbury Junior High School	Appointment
	EGNEW, LISA TIDWELL LAJ ESE INTERVENTION FAC. SUPPLEME	Lake Asbury Junior High School	Appointment
	EGUIGURE, YANITZA MARIE OHS FRESHMAN CLASS SPONSOR SUPPLEME	Oakleaf High School	Appointment
	ELDREDGE, GEORGE ALLEN OPH BASEBALL HEAD SH SUPPLEME	Orange Park High	Appointment
	ELLIOTT-WALLACE, ERIN DENESE KHH CHEERLEADING JV SUPPLEME	Keystone Heights High School	Appointment
	ELMORE, KEVIN BIELTIA OPJ FOOTBALL HD JH 75% SUPPLEME	Orange Park Jr High	Appointment
	ELMORE, KEVIN BIELTIA OPJ TRACK HD JH SUPPLEME	Orange Park Jr High	Appointment
	ELROD, MARY MCBATH OVE DISCRETIONARY SUPPLEME	Oakleaf Village Elementary	Appointment
0.5	EMLANO, NOEMIE IBAY AES ELEM PERF/PROD SUPPLEME	Argyle Elementary	Appointment
	ENGLISH, JESSICA HAMILTON INST APPLICATION FACILITATOR SUPPLEME	Oakleaf Junior High School	Appointment
	ENGLISH, MELISSA CHRISTINE LAE DEPT HEAD (6-10) SUPPLEME	Lake Asbury Elementary	Appointment
	ERVIN, MEGAN BLAKELY FIE ESE INTERVENTION FAC. SUPPLEME	Fleming Island Elementary	Appointment
	ERWIN, DENISE ROY ROE DEPT HEAD (6-10) SUPPLEME	Rideout Elementary	Appointment
0.5	ESSA, ZEENAT FAROOQ OPJ MATH TEAM SPONSOR SUPPLEME	Orange Park Jr High	Appointment
0.5	ESTEVES, AMANDA M OPH FRESHMAN CLASS SPONSOR SUPPLEME	Orange Park High	Appointment
	EVANS, LISA J MHS DEPT HEAD (11-16) SUPPLEME	Middleburg High	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	EVATT, LORRAINE PHILLIPS WES SAFETY PATROL SUPPLEME	Wilkinson Elementary	Appointment
	FALCONER, JENNIFER ANN LAJ SOFTBALL FP HD JH SUPPLEME	Lake Asbury Junior High School	Appointment
	FALCONER, JENNIFER ANN LAJ VOLLEYBALL HD JH SUPPLEME	Lake Asbury Junior High School	Appointment
	FATIMA, BATUL OPJ CO-CURR CLUB SUPPLEME	Orange Park Jr High	Appointment
0.5	FATIMA, BATUL OPJ MATH TEAM SPONSOR SUPPLEME	Orange Park Jr High	Appointment
	FEHRS, AMY LYNNE CHE DEPT HD (3-5) SUPPLEME	Clay Hill Elementary	Appointment
	FERRANTE, KELLY SPC DEPT HD (3-5) SUPPLEME	Swimming Pen Creek Elem	Appointment
0.5	FIELDS, CHRISTY BAZEMORE OPH CO-CURR CLUB SUPPLEME	Orange Park High	Appointment
	FISCHER, MICHELLE N FIH DEPT HEAD (11-16) SUPPLEME	Fleming Island High School	Appointment
	FISCHER, MICHELLE N FIH NATIONAL HONOR SOCIETY SUPPLEME	Fleming Island High School	Appointment
0.5	FITZGERALD, MARIE MERCKEL FIH DEPT HEAD (11-16) SUPPLEME	Fleming Island High School	Appointment
	FITZSIMMONS, MARY R MCE DEPT HD (3-5) SUPPLEME	Montclair Elementary	Appointment
	FITZSIMONS, KRISTINA ANNE RVE DEPT HD (3-5) SUPPLEME	Ridgeview Elementary	Appointment
	FLAGG, PAMELA REGINA OHS SOPHMORE CLASS SPON SUPPLEME	Oakleaf High School	Appointment
	FLAHERTY, BRIAN PATRICK CHS FOOTBALL ASST HS 25% SUPPLEME	Clay High	Appointment
	FLAHERTY, BRIAN PATRICK CHS FOOTBALL ASST SH 75% SUPPLEME	Clay High	Appointment
	FLORES, EDNA RENEE OLJ CO-CURR CLUB SUPPLEME	Oakleaf Junior High School	Appointment
	FLORES, EDNA RENEE OLJ DRAMA JH SUPPLEME	Oakleaf Junior High School	Appointment
	FLOYD, VICKIE C MHS DANCE TEAM SH	Middleburg High	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	SUPPLEME		
	FLOYD, VICKIE C MHS TRACK HD SH SUPPLEME	Middleburg High	Appointment
	FORBIS, ALLYSON LANG DIS DISCRETIONARY SUPPLEME	Doctors Inlet Elementary	Appointment
0.5	FORKUM, MEREDITH ADRIENNE MHS VOLLEYBALL ASST SH SUPPLEME	Middleburg High	Appointment
	FOWLER, BRENDA M KHH BASKETBALL ASST SH SUPPLEME	Keystone Heights High School	Appointment
0.5	FRANCISCO, KRISTEN MARIE LAE DEPT HEAD 17-20 SUPPLEME	Lake Asbury Elementary	Appointment
	FRANKLIN, MACHELE DEVON OLJ BASKETBALL HD JH SUPPLEME	Oakleaf Junior High School	Appointment
	FRANKLIN, MACHELE DEVON OLJ FLAG FOOTBALL HD SH/JH SUPPLEME	Oakleaf Junior High School	Appointment
	FREW, KIMBERLY LECAS FIH DEPT HEAD 17-20 SUPPLEME	Fleming Island High School	Appointment
	FRY, PAUL G KHH TRACK ASST SH SUPPLEME	Keystone Heights High School	Appointment
	FUTCH, KAREN ANN ESE DEPT HEAD 17-20 SUPPLEME	Fleming Island Elementary	Appointment
	GANCI, DEAN CARROLL OPH WRESTLING ASST SH SUPPLEME	Orange Park High	Appointment
	GANEY, EMMALEE DANIELLE WEC DEPT HD (3-5) SUPPLEME	W.E. Cherry Elementary	Appointment
	GANTT, CAROLYN EDWARDS OLJ CHEERLEADING JH SUPPLEME	Oakleaf Junior High School	Appointment
	GARDNER, BRADLEY ALAN INST APPLICATION FACILITATOR SUPPLEME	Rideout Elementary	Appointment
	GARIS, FRANCIS JOSEPH OHS FOOTBALL HD HS 25% SUPPLEME	Oakleaf High School	Appointment
	GARIS, FRANCIS JOSEPH OHS FOOTBALL HD SH 75% SUPPLEME	Oakleaf High School	Appointment
	GARTNER, BRIAN DALE FIH ACADEMIC COACH, LOCAL SUPPLEME	Fleming Island High School	Appointment
	GAYLOR, REBEKAH JULIE LES ELEM PERF/PROD	Lakeside Elementary	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	SUPPLEME		
	GEESER, MELANIE L OPE DEPT HD (3-5) SUPPLEME	Orange Park Elementary	Appointment
	GEIGER, KRISTEN JANE FIE DEPT HD (3-5) SUPPLEME	Fleming Island Elementary	Appointment
	GELEGAN, AMANDA MARIE SPC DISCRETIONARY SUPPLEME	Swimming Pen Creek Elem	Appointment
	GERRA, RENESSA L WEC DEPT HD (3-5) SUPPLEME	W.E. Cherry Elementary	Appointment
0.5	GIBSON, HEATHER LYNN KHE ESE INTERVENTION FAC. SUPPLEME	Keystone Heights Elementary	Appointment
	GILLENWATERS, MELISSA LYNN KHE TITLE 1 SUP ED SUPPLEME	Keystone Heights Elementary	Appointment
	GILLENWATERS, TODD M KHH GOLF HD SH SUPPLEME	Keystone Heights High School	Appointment
	GILLENWATERS, TODD M KHH TENNIS HD SH SUPPLEME	Keystone Heights High School	Appointment
	GILLENWATERS, TODD M KHH WEIGHTLIFTING HD JH SUPPLEME	Keystone Heights High School	Appointment
0.3	GLAZENER, SYDNEY M CHS SENIOR CLASS SPONSOR SUPPLEME	Clay High	Appointment
	GLENESKI, NANCY LYNN SBJ DEPT HD (3-5) SUPPLEME	S. Bryan Jennings Elementary	Appointment
	GLENESKI, NANCY LYNN SBJ ESE INTERVENTION FAC. SUPPLEME	S. Bryan Jennings Elementary	Appointment
	GLOVER, KAREN MARIE OPH ANNUAL STAFF SH SUPPLEME	Orange Park High	Appointment
	GLOVER, KAREN MARIE OPH DEPT HEAD (11-16) SUPPLEME	Orange Park High	Appointment
0.5	GNANN, TIFFANY H MRE SAFETY PATROL SUPPLEME	Mcrae Elementary	Appointment
	GODDARD, CHRISTOPHER DANIEL OPJ ACTIVITY PROG CO JH SUPPLEME	Orange Park Jr High	Appointment
	GODWIN, KAREN M GPE DEPT HD (3-5) SUPPLEME	Grove Park Elementary	Appointment
	GODWIN, KELLY JOYCE CGE ELEM PERF/PROD	Coppergate Elementary	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	SUPPLEME		
	GOFF, RACHEL SHAY MBE DEPT HD (3-5) SUPPLEME	Middleburg Elementary	Appointment
	GOLDEN, DAVID KHH CHORAL DIRECTOR SH/JH SUPPLEME	Keystone Heights High School	Appointment
0.5	GOMES, HOLLIE ANN CHE DEPT HD (3-5) SUPPLEME	Clay Hill Elementary	Appointment
	GONZALEZ, CARLOS J ORTIZ RHS DEPT HEAD (6-10) SUPPLEME	Ridgeview High School	Appointment
	GONZALEZ, CARLOS J ORTIZ RHS STUDENT COUNCIL SH SUPPLEME	Ridgeview High School	Appointment
	GONZALEZ, JENNA LEA RVE DEPT HD (3-5) SUPPLEME	Ridgeview Elementary	Appointment
	GOODMAN, KAITLYN DENNETTE OPJ SOCCER HEAD JH SUPPLEME	Orange Park Jr High	Appointment
	GOODMAN, KAITLYN DENNETTE OPJ TRACK ASST JH SUPPLEME	Orange Park Jr High	Appointment
	GOODMAN, KAITLYN DENNETTE OPJ VOLLEYBALL HD JH SUPPLEME	Orange Park Jr High	Appointment
	GORDON, JASMINE MARIE OPJ DRAMA JH SUPPLEME	Orange Park Jr High	Appointment
	GOULD, EVAN J LAJ CHORAL DIRECTOR SH/JH SUPPLEME	Lake Asbury Junior High School	Appointment
	GOULD, EVAN J LAJ CHORUS DIR EOY 2 EVENTS SUPPLEME	Lake Asbury Junior High School	Appointment
	GOULD, EVAN J LAJ DRAMA JH SUPPLEME	Lake Asbury Junior High School	Appointment
	GRAHAM, CLARISSA BERNADETTE OPJ BASKETBALL HD JH SUPPLEME	Orange Park Jr High	Appointment
	GRAHAM, CLARISSA BERNADETTE OPJ SOFTBALL FP HD JH SUPPLEME	Orange Park Jr High	Appointment
	GRAHAM, CLARISSA BERNADETTE OPJ VOLLEYBALL HD JH SUPPLEME	Orange Park Jr High	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<b>Name/Assignment</b>	<b>Site</b>	<b>Supplement Action</b>
	GRAHAM, INGA HELSETH CEB DEPT HD (3-5) SUPPLEME	Charles E. Bennett Elementary	Appointment
	GRAHAM, PAULA MARIE CEB DEPT HD (3-5) SUPPLEME	Charles E. Bennett Elementary	Appointment
	GRANDSTAFF, MAX MORGAN MHS BASKETBALL ASST SH SUPPLEME	Middleburg High	Appointment
	GRANESE, ROBERT MICHAEL OPJ DEPT HEAD (6-10) SUPPLEME	Orange Park Jr High	Appointment
	GRANESE, ROBERT MICHAEL OPJ FLAG FOOTBALL HD SH/JH SUPPLEME	Orange Park Jr High	Appointment
	GRANESE, ROBERT MICHAEL OPJ SOCCER HEAD JH SUPPLEME	Orange Park Jr High	Appointment
	GRANESE, ROBERT MICHAEL OPJ TRACK ASST JH SUPPLEME	Orange Park Jr High	Appointment
0.5	GRANESE, VICTORIA JUSTINE DIS SAFETY PATROL SUPPLEME	Doctors Inlet Elementary	Appointment
	GRAVES, HEATHER R INST APPLICATION FACILITATOR SUPPLEME	Charles E. Bennett Elementary	Appointment
0.5	GREEN, DONALD CHRISTON CHS DRILL SPONSOR SH SUPPLEME	Clay High	Appointment
	GREEN, ERIC ANTHONY FIH SOCCER HEAD JV SUPPLEME	Fleming Island High School	Appointment
	GREEN, MICHAEL BERT FIH SOCCER HEAD SH SUPPLEME	Fleming Island High School	Appointment
	GREICO, CHRISTINA GPE DEPT HD (3-5) SUPPLEME	Grove Park Elementary	Appointment
	GROGAN, JAMIE A MRE DEPT HD (3-5) SUPPLEME	Mcrae Elementary	Appointment
	GUESS, CARLI ELIZABETH DIS DEPT HD (3-5) SUPPLEME	Doctors Inlet Elementary	Appointment
	GUGEL, CHRISTOPHER MICHAEL OHS BAND DIR SH SUPPLEME	Oakleaf High School	Appointment
0.5	GULDI, MALLORY MEREDITH MHS CO-CURR CLUB SUPPLEME	Middleburg High	Appointment
	GULDI, MALLORY MEREDITH MHS DEPT HEAD (11-16) SUPPLEME	Middleburg High	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<b>Name/Assignment</b>	<b>Site</b>	<b>Supplement Action</b>
0.5	GULLETT, CAREY PIERCE OPE DISCRETIONARY SUPPLEME	Orange Park Elementary	Appointment
	GUNSAULUS JR, WILLIAM CALVIN LJH BASEBALL ASST JH SUPPLEME	Lakeside Junior High	Appointment
	GUNSAULUS SR, WILLIAM CALVIN LJH BASEBALL HEAD JH SUPPLEME	Lakeside Junior High	Appointment
	GUNTER, STEPHANIE G KHE DEPT HEAD (6-10) SUPPLEME	Keystone Heights Elementary	Appointment
0.5	GWALTNEY, VICTORIA LEIGH OHS CO-CURR CLUB SUPPLEME	Oakleaf High School	Appointment
	HAGER, JOSHUA C SLE DEPT HEAD (6-10) SUPPLEME	Shadowlawn Elementary	Appointment
	HAIR, GLENN P OPJ DEPT HD (3-5) SUPPLEME	Orange Park Jr High	Appointment
	HAJOST, CAROL ANN INST APPLICATION FACILITATOR SUPPLEME	Lake Asbury Elementary	Appointment
	HALE, PHYLLIS GENE FIE DEPT HD (3-5) SUPPLEME	Fleming Island Elementary	Appointment
	HALE, PHYLLIS GENE FIE DISCRETIONARY SUPPLEME	Fleming Island Elementary	Appointment
	HALIFKO, LUCILLE V LES DEPT HD (3-5) SUPPLEME	Lakeside Elementary	Appointment
	HAMEL, SARAH M CGE DISCRETIONARY SUPPLEME	Coppergate Elementary	Appointment
0.5	HAMEL, TAMMY L LAJ DEPT HEAD (6-10) SUPPLEME	Lake Asbury Junior High School	Appointment
	HAMEL, TIMOTHY A LAJ ACTIVITY PROG CO JH SUPPLEME	Lake Asbury Junior High School	Appointment
	HAMEL, TIMOTHY A LAJ FOOTBALL HD JH 25% SUPPLEME	Lake Asbury Junior High School	Appointment
	HAMEL, TIMOTHY A LAJ FOOTBALL HD JH 75% SUPPLEME	Lake Asbury Junior High School	Appointment
	HAMEL, TIMOTHY A LAJ SOCCER HEAD JH SUPPLEME	Lake Asbury Junior High School	Appointment
	HAMMER, PENNY DIANE OVE DEPT HEAD (6-10)	Oakleaf Village Elementary	Appointment



### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	SUPPLEME		
0.5	HANCOCK, TARA LEIGH PES DEPT HEAD (11-16) SUPPLEME	Robert M. Paterson Elementary	Appointment
0.5	HANLIN, ANITA LYNN DIS DEPT HEAD (11-16) SUPPLEME	Doctors Inlet Elementary	Appointment
	HANSON, MICHELE EMILY SPC DEPT HD (3-5) SUPPLEME	Swimming Pen Creek Elem	Appointment
	HARMON, JANNA C RHS ESE INTERVENTION FAC. SUPPLEME	Ridgeview High School	Appointment
	HARRIS, CHRISTOPHER CHARLES OPE DEPT HD (3-5) SUPPLEME	Orange Park Elementary	Appointment
	HARRIS, DANIAL J CHS CO-CURR CLUB SUPPLEME	Clay High	Appointment
0.5	HARRIS, ISABELLA CEB DEPT HD (3-5) SUPPLEME	Charles E. Bennett Elementary	Appointment
	HARRISON, KRISTEN ELAINE DIS DEPT HD (3-5) SUPPLEME	Doctors Inlet Elementary	Appointment
	HARTSHORN, BRENDA J MCE DEPT HD (3-5) SUPPLEME	Montclair Elementary	Appointment
	HARTZOG, TRAVIS GCJ WRESTLING HD JH SUPPLEME	Green Cove Springs Junior High	Appointment
2.0	HARVEY, BRADLEY SCOTT KHH FLAG FOOTBALL HD SH/JH SUPPLEME	Keystone Heights High School	Appointment
0.5	HAUBER, JENA NICOLE ROE DEPT HD (3-5) SUPPLEME	Rideout Elementary	Appointment
	HAUG, ASHLEIGH SHIMKO MBE TITLE 1 SUP ED SUPPLEME	Middleburg Elementary	Appointment
	HAVENER, BRIA NOEL CHS DEPT HD (3-5) SUPPLEME	Clay High	Appointment
	HAWKINS, COREY D OPH FOOTBALL ASST HS 25% SUPPLEME	Orange Park High	Appointment
	HAWKINS, COREY D OPH FOOTBALL ASST SH 75% SUPPLEME	Orange Park High	Appointment
	HAWKINS, KAREN MARIE ROE DEPT HEAD (6-10) SUPPLEME	Rideout Elementary	Appointment
	HAYMORE, KATIE JAHN OPE DEPT HD (3-5) SUPPLEME	Orange Park Elementary	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	HAYNES, MICHELLE ANNE DIS DEPT HD (3-5) SUPPLEME	Doctors Inlet Elementary	Appointment
	HEATH, SHERRI LEE DOE DEPT HEAD (6-10) SUPPLEME	Discovery Oaks Elementary	Appointment
	HEINTZMAN, JOSHUA ALLEN OHS GOLF HD SH SUPPLEME	Oakleaf High School	Appointment
	HENDRICKS, LINDSAY M TES DEPT HEAD (6-10) SUPPLEME	Tynes Elementary	Appointment
0.5	HENDRICKS, MELISSA RENEE MHS CO-CURR CLUB SUPPLEME	Middleburg High	Appointment
0.5	HENDRIX, SHAWNA MARIE OHS DEPT HEAD (11-16) SUPPLEME	Oakleaf High School	Appointment
	HENRY, CASEY ELIZABETH SBJ DEPT HD (3-5) SUPPLEME	S. Bryan Jennings Elementary	Appointment
	HENRY, CASEY ELIZABETH SBJ TT1 SUP ED SUPPLEME	S. Bryan Jennings Elementary	Appointment
	HERSEY, ANGELA NOELLE MRE DEPT HD (3-5) SUPPLEME	Mcrae Elementary	Appointment
0.5	HERSEY, ANGELA NOELLE MRE SAFETY PATROL SUPPLEME	Mcrae Elementary	Appointment
	HICKS, ASHLEY LYNN DOE DEPT HEAD (6-10) SUPPLEME	Discovery Oaks Elementary	Appointment
	HIERS, CHRISTINA H CEB TITLE 1 SUP ED SUPPLEME	Charles E. Bennett Elementary	Appointment
	HILDEBRANDT, JUNE R MCE DEPT HD (3-5) SUPPLEME	Montclair Elementary	Appointment
	HILL, JIMMY L FIH FOOTBALL ASST HS 25% SUPPLEME	Fleming Island High School	Appointment
	HILL, JIMMY L FIH FOOTBALL ASST SH 75% SUPPLEME	Fleming Island High School	Appointment
	HILLIS, SHANNON LEIGH SLE DEPT HD (3-5) SUPPLEME	Shadowlawn Elementary	Appointment
0.5	HISCOX, JULIE ANN LJH DEPT HEAD (6-10) SUPPLEME	Lakeside Junior High	Appointment
	HISCOX, JULIE ANN LJH VOLLEYBALL HD JH SUPPLEME	Lakeside Junior High	Appointment
	HIX, DONNA THORNTON KHH DEPT HD (3-5)	Keystone Heights High School	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	SUPPLEME		
0.5	HOBBS, JORDAN PAIGE MHS SOPHMORE CLASS SPON SUPPLEME	Middleburg High	Appointment
	HOLCOMBE, COURTNEY GRAYCE SPC DEPT HD (3-5) SUPPLEME	Swimming Pen Creek Elem	Appointment
	HOLCOMBE, COURTNEY GRAYCE SPC ELEM PERF/PROD SUPPLEME	Swimming Pen Creek Elem	Appointment
0.5	HOLLEY, MARY G MHS DEPT HEAD (11-16) SUPPLEME	Middleburg High	Appointment
0.5	HOLLINGER, LORRAINE PARETTI PES DEPT HEAD (6-10) SUPPLEME	Robert M. Paterson Elementary	Appointment
	HOLMGREN, RACHEL ANN INST APPLICATION FACILITATOR SUPPLEME	Lakeside Junior High	Appointment
0.5	HOLMGREN, RACHEL ANN LJH ANNUAL STAFF JH SUPPLEME	Lakeside Junior High	Appointment
0.5	HOLMGREN, RACHEL ANN LJH NAT HON SOC SH SUPPLEME	Lakeside Junior High	Appointment
	HOUSTON, ASHLEY NICOLE MHS DISCRETIONARY SUPPLEME	Middleburg High	Appointment
	HOUSTON, ASHLEY NICOLE MHS SOFTBALL FP HD SH SUPPLEME	Middleburg High	Appointment
	HOVSEPIAN, TARA JENNIFER KHH DEPT HEAD (6-10) SUPPLEME	Keystone Heights High School	Appointment
	HOWARD, BO BRIAN OHS FOOTBALL HD JV 25% SUPPLEME	Oakleaf High School	Appointment
	HOWARD, BO BRIAN OHS FOOTBALL HD JV 75% SUPPLEME	Oakleaf High School	Appointment
	HOWELL, JAMES LOUIS CTE CO-CURR CLUB SUPPLEME	Orange Park High	Appointment
	HOWELL, JAMES LOUIS OPH DEPT HEAD (6-10) SUPPLEME	Orange Park High	Appointment
	HOWLE, MARY ALICE INST APPLICATION FACILITATOR SUPPLEME	Middleburg Elementary	Appointment
	HUBE, SHANNON RENEE LJH CO-CURR CLUB	Lakeside Junior High	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	SUPPLEME		
	HUBE, SHANNON RENEE LJH DEPT HD (3-5) SUPPLEME	Lakeside Junior High	Appointment
	HULL, TONYA A CHS DEPT HEAD (6-10) SUPPLEME	Clay High	Appointment
	HULL, TONYA A CHS ESE INTERVENTION FAC. SUPPLEME	Clay High	Appointment
	HULL, TONYA A INST APPLICATION FACILITATOR SUPPLEME	Clay High	Appointment
	HURLOCK, LISA MARIE MHS CHEERLEADING JV SUPPLEME	Oakleaf Village Elementary	Appointment
	ISOM, SHANNON DIONNE INST APPLICATION FACILITATOR SUPPLEME	Orange Park Jr High	Appointment
	ISOM, SHANNON DIONNE OPJ ANNUAL STAFF JH SUPPLEME	Orange Park Jr High	Appointment
	ISOM, SHANNON DIONNE OPJ DISCRETIONARY SUPPLEME	Orange Park Jr High	Appointment
	JACKSON, SALLY ANN KHH ANNUAL STAFF SH SUPPLEME	Keystone Heights High School	Appointment
	JACKSON, SALLY ANN KHH DRAMA SH SUPPLEME	Keystone Heights High School	Appointment
	JACKSON, SALLY ANN KHH SENIOR CLASS SPONSOR SUPPLEME	Keystone Heights High School	Appointment
0.5	JACOBS, SHANNON MARGARET MHS CO-CURR CLUB SUPPLEME	Middleburg High	Appointment
0.5	JAMES, REBECCA SHANNON OPH SENIOR CLASS SPONSOR SUPPLEME	Orange Park High	Appointment
	JEFFERSON, JUSTINA ERICA GPE DEPT HD (3-5) SUPPLEME	Grove Park Elementary	Appointment
	JERNIGAN, KELLY L LES DISCRETIONARY SUPPLEME	Lakeside Elementary	Appointment
	JERNIGAN, KELLY L LES ESE INTERVENTION FAC. SUPPLEME	Lakeside Elementary	Appointment
	JEWELL, JESSICA LAINE LES DEPT HD (3-5) SUPPLEME	Lakeside Elementary	Appointment
	JOHNS, BENJAMIN G	Clay Hill Elementary	Appointment

## III. Instructional Actions

## F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	CHE ELEM PERF/PROD SUPPLEME		
	JOHNS, DANIEL T SBJ ELEM PERF/PROD SUPPLEME	S. Bryan Jennings Elementary	Appointment
	JOHNS, KIM HUTTO LES DEPT HEAD (6-10) SUPPLEME	Lakeside Elementary	Appointment
	JOHNS, TABBATHA JAN RHS FRESHMAN CLASS SPONSOR SUPPLEME	Ridgeview High School	Appointment
	JOHNSON, ANGELA LOUANN LAJ TRACK ASST JH SUPPLEME	Lake Asbury Junior High School	Appointment
	JOHNSON, AVIUS EYVETTE OVE ESE INTERVENTION FAC. SUPPLEME	Oakleaf Village Elementary	Appointment
	JOHNSON, SPENCER ALAN MHS ESE INTERVENTION FAC. SUPPLEME	Middleburg High	Appointment
	JOHNSON, SPENCER ALAN MHS FOOTBALL HD JV 25% SUPPLEME	Middleburg High	Appointment
	JOHNSON, STACEY MICHELLE FIE DEPT HD (3-5) SUPPLEME	Fleming Island Elementary	Appointment
	JOHNSON, SUSAN ANDRA OPH SWIMMING HD SH SUPPLEME	Orange Park High	Appointment
0.5	JOHNSON, VICTORIA LYNN ROE DEPT HD (3-5) SUPPLEME	Rideout Elementary	Appointment
	JONES, AMANDA GAYLE LAJ BAND DIR JH SUPPLEME	Lake Asbury Junior High School	Appointment
	JONES, AMANDA GAYLE LAJ BAND END OF YEAR 2 FEST SUPPLEME	Lake Asbury Junior High School	Appointment
0.5	JONES, AMANDA GAYLE LAJ DEPT HEAD (6-10) SUPPLEME	Lake Asbury Junior High School	Appointment
	JONES, ASHLEY NICOLE CGE DEPT HD (3-5) SUPPLEME	Coppergate Elementary	Appointment
0.5	JONES, JENNIFER BRINKLEY KHE DEPT HEAD (6-10) SUPPLEME	Keystone Heights Elementary	Appointment
	JONES, JONATHAN CHARLES INST APPLICATION FACILITATOR SUPPLEME	Lakeside Junior High	Appointment
0.5	JONES, JONATHAN CHARLES LJH DEPT HEAD (6-10) SUPPLEME	Lakeside Junior High	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<b>Name/Assignment</b>	<b>Site</b>	<b>Supplement Action</b>
0.5	JONES, KARON RICHARDS OHS CO-CURR CLUB SUPPLEME	Oakleaf High School	Appointment
	JONES, MARY L WES TITLE 1 SUP ED SUPPLEME	Wilkinson Elementary	Appointment
0.5	JONES, SELINA CAROL KHE DEPT HD (3-5) SUPPLEME	Keystone Heights Elementary	Appointment
	JUMP, CHRISTINE SANDERS OPH DRAMA SH SUPPLEME	Orange Park High	Appointment
	JUMP, CHRISTINE SANDERS OPH SOPHMORE CLASS SPON SUPPLEME	Orange Park High	Appointment
	KARNUTH, MARILYN ANN TBE SAFETY PATROL SUPPLEME	Thunderbolt Elementary	Appointment
0.5	KAY, JODY A RHS DEPT HEAD (6-10) SUPPLEME	Ridgeview High School	Appointment
	KEELEY, LEAH DIANE CEB DISCRETIONARY SUPPLEME	Charles E. Bennett Elementary	Appointment
	KELLER, RODNEY SCOTT CHS FOOTBALL ASST HS 25% SUPPLEME	Clay High	Appointment
	KELLER, RODNEY SCOTT CHS FOOTBALL ASST SH 75% SUPPLEME	Clay High	Appointment
	KELLER, RODNEY SCOTT CHS WEIGHTLIFTING HD SH SUPPLEME	Clay High	Appointment
	KENDALL, COURTNEY MARIE OVE DEPT HD (3-5) SUPPLEME	Oakleaf Village Elementary	Appointment
0.5	KENDRICK, JULIE ANNE FIH DEPT HEAD (11-16) SUPPLEME	Fleming Island High School	Appointment
	KENNARD, KYLE ANDREW CHS FOOTBALL HD HS 25% SUPPLEME	Clay High	Appointment
	KENNARD, KYLE ANDREW CHS FOOTBALL HD SH 75% SUPPLEME	Clay High	Appointment
	KENNARD, KYLE ANDREW CHS WEIGHTLIFTING HD SH SUPPLEME	Clay High	Appointment
	KENNARD, WHITNEY BROOKE PES ESE INTERVENTION FAC. SUPPLEME	Robert M. Paterson Elementary	Appointment
	KENT, CHERYL ALIENE OPH DEPT HEAD (6-10) SUPPLEME	Orange Park High	Appointment
0.5	KENT, CHERYL ALIENE OPH NATIONA HONOR	Orange Park High	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	SOCIETY SUPPLEME		
0.5	KEVERN, PAMELA NICOLE LAJ DEPT HEAD (6-10) SUPPLEME	Lake Asbury Junior High School	Appointment
	KIRK, LAURA MARIE CTE CO-CURR CLUB SUPPLEME	Fleming Island High School	Appointment
	KIRK, LAURA MARIE FIH DEPT HEAD (11-16) SUPPLEME	Fleming Island High School	Appointment
	KIRK, LAURA MARIE FIH JUNIOR CLASS SPONSOR SUPPLEME	Fleming Island High School	Appointment
	KIRKLAND, BRENDA SUE FIH CO-CURR CLUB SUPPLEME	Fleming Island High School	Appointment
0.5	KIRKLAND, KASSANDRA MARIE MHS VOLLEYBALL ASST SH SUPPLEME	Middleburg High	Appointment
	KIRNIE, KATHLEEN MARIE ROE ESE INTERVENTION FAC. SUPPLEME	Rideout Elementary	Appointment
	KIVETT, MARY CATHERINE OPJ PEER TEACHER SUPPLEME	CLIMATE AND CULTURE	Appointment
0.5	KNOFF, MICHELLE D LAJ DISCRETIONARY SUPPLEME	Lake Asbury Junior High School	Appointment
	KOCH, BETHANY KATHLEEN OHS NATIONA HONOR SOCIETY SUPPLEME	Oakleaf High School	Appointment
0.5	KOTZIERS, ANNEMARIE DANLELS OPH CO-CURR CLUB SUPPLEME	Orange Park High	Appointment
	KRABILL, MATTHEW SCOTT LAJ FOOTBALL ASST JH 25% SUPPLEME	Lake Asbury Junior High School	Appointment
	KRABILL, MATTHEW SCOTT LAJ FOOTBALL ASST JH 75% SUPPLEME	Lake Asbury Junior High School	Appointment
	KRAUSE, SHEREE ANNETTE GCJ ESE INTERVENTION FAC. SUPPLEME	Green Cove Springs Junior High	Appointment
	KRIENER, BRECLYN F DOE DEPT HEAD (6-10) SUPPLEME	Discovery Oaks Elementary	Appointment
0.5	KROLL, ASHLEY PAPPAS KHE DEPT HD (3-5) SUPPLEME	Keystone Heights Elementary	Appointment
	KRUCK, REBECCA DIANE OHS SENIOR CLASS SPONSOR SUPPLEME	Oakleaf High School	Appointment
	KRUSE, JENNIFER L	Fleming Island High School	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	FIH DEPT HEAD (6-10) SUPPLEME		
0.5	KRUSE, JENNIFER L FIH SENIOR CLASS SPONSOR SUPPLEME	Fleming Island High School	Appointment
	KUPFER, BRENT HOWARD FIH BASKETBALL ASST SH SUPPLEME	Fleming Island High School	Appointment
	KURNITSKY, DEREK LANE OPH BASKETBALL HD SH SUPPLEME	Orange Park High	Appointment
	KUSIAK, HOLLEY BAEZ DIS DEPT HD (3-5) SUPPLEME	Doctors Inlet Elementary	Appointment
	LABELLE, HEATHER JONES GCJ VOLLEYBALL HD JH SUPPLEME	Green Cove Springs Junior High	Appointment
	LABERIS, KEZIA LYNN OHS DEPT HEAD (11-16) SUPPLEME	Oakleaf High School	Appointment
0.5	LAFONT, LAUREN ASHLEY CHS FRESHMAN CLASS SPONSOR SUPPLEME	Clay High	Appointment
	LAFONT, LAUREN ASHLEY CHS VOLLEYBALL HD SH SUPPLEME	Clay High	Appointment
0.5	LANE, LISA MICHELLE MRE DEPT HEAD (11-16) SUPPLEME	Mcrae Elementary	Appointment
	LANG, JENNIFER H DIS DEPT HD (3-5) SUPPLEME	Doctors Inlet Elementary	Appointment
0.5	LANOUX, KIMBERLY A LAJ NATION JUNIOR HONOR SOC SUPPLEME	Lake Asbury Junior High School	Appointment
	LAPIERRE, AMY ELIZABETH RHS DEPT HEAD (6-10) SUPPLEME	Ridgeview High School	Appointment
	LARSEN, TINA MARIE GCJ BAND DIR JH SUPPLEME	Green Cove Springs Junior High	Appointment
	LARSEN, TINA MARIE GCJ BAND END OF YEAR 2 FEST SUPPLEME	Green Cove Springs Junior High	Appointment
	LARSEN, TINA MARIE GCJ CHORAL DIRECTOR SH/JH SUPPLEME	Green Cove Springs Junior High	Appointment
	LARSEN, TINA MARIE GCJ CHORUS DIR EOY 2 EVENTS SUPPLEME	Green Cove Springs Junior High	Appointment
0.5	LARSON, MEGAN MARIE LAJ DEPT HEAD (6-10)	Lake Asbury Junior High School	Appointment



### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	SUPPLEME		
	LASAUCE, JOY MARIE WES DEPT HD (3-5) SUPPLEME	Wilkinson Elementary	Appointment
	LAURENT, ROGER KHH SOCCER HEAD SH SUPPLEME	Keystone Heights High School	Appointment
	LAXTON, SYLVIA NICOLLE GPE DEPT HD (3-5) SUPPLEME	Grove Park Elementary	Appointment
	LEE, KRISTIE L WEC TT1 SUP ED SUPPLEME	W.E. Cherry Elementary	Appointment
	LEGGETT, MARK HOWARD OLJ FOOTBALL ASST JH 25% SUPPLEME	Oakleaf Junior High School	Appointment
	LEGGETT, MARK HOWARD OLJ FOOTBALL ASST JH 75% SUPPLEME	Oakleaf Junior High School	Appointment
	LEITHEISER, BETH COLLEEN KHH DEPT HEAD (6-10) SUPPLEME	Keystone Heights High School	Appointment
	LENTZ, BILLIE ANNE OHS SCI FAIR COOR LOCAL SUPPLEME	Oakleaf High School	Appointment
	LESLIE, JORDAN ALENE SBJ DEPT HD (3-5) SUPPLEME	S. Bryan Jennings Elementary	Appointment
	LESTRANGE, PAULAMAE FISH CHE ESE INTERVENTION FAC. SUPPLEME	Clay Hill Elementary	Appointment
	LEWIS, MARNE ANN DOE DEPT HD (3-5) SUPPLEME	Discovery Oaks Elementary	Appointment
	LEYIMU, AYOMIDE A CHS SOCCER HEAD SH SUPPLEME	Clay High	Appointment
	LICH, RODNEY WAYNE CHS GOLF HD SH SUPPLEME	Clay High	Appointment
	LICH, RODNEY WAYNE CHS TENNIS HD SH SUPPLEME	Clay High	Appointment
	LINDQUIST, ANGELA K KHH ESE INTERVENTION FAC. SUPPLEME	Keystone Heights High School	Appointment
	LINDSEY, ANGIE DAWN CEB ELEM PERF/PROD SUPPLEME	Charles E. Bennett Elementary	Appointment
	LINEHAN, PATRICIA ANN OHS DEPT HEAD 17-20 SUPPLEME	Oakleaf High School	Appointment
0.5	LISGARIS, COURTNEY D PES DEPT HEAD (6-10) SUPPLEME	Robert M. Paterson Elementary	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
0.5	LISGARIS, COURTNEY D PES SAFETY PATROL SUPPLEME	Robert M. Paterson Elementary	Appointment
	LIVELY, PAMELA DAWN OVE DEPT HEAD (6-10) SUPPLEME	Oakleaf Village Elementary	Appointment
	LIVINGSTONE, JEANINE CHANTAL CHS ANNUAL STAFF SH SUPPLEME	Clay High	Appointment
0.5	LIVINGSTONE, JEANINE CHANTAL CHS SOPHMORE SUPPLEME	Clay High	Appointment
	LOCKMAN, TRACY RUTH RVE DEPT HD (3-5) SUPPLEME	Ridgeview Elementary	Appointment
0.5	LOGUE, MONICA A CVA TECH COACH SEC SUPPLEME	Clay Virtual Academy	Appointment
	LONG, DAVID ANDREW KHH FOOTBALL ASST JH 25% SUPPLEME	Keystone Heights High School	Appointment
	LONG, DAVID ANDREW KHH FOOTBALL ASST JH 75% SUPPLEME	Keystone Heights High School	Appointment
0.5	LOOSE, CYNTHIA L KHH DEPT HEAD (6-10) SUPPLEME	Keystone Heights High School	Appointment
	LOTZE, KELLY LEIGH PES ELEM PERF/PROD SUPPLEME	Robert M. Paterson Elementary	Appointment
	LOVE, ANGELA LEIGH LAE DISCRETIONARY SUPPLEME	Lake Asbury Elementary	Appointment
	LOVELAND, CHRISTINE FRANCES LES DEPT HEAD (6-10) SUPPLEME	Lakeside Elementary	Appointment
	LOW-TULLOUS, SUSAN MARIE RVE DEPT HD (3-5) SUPPLEME	Ridgeview Elementary	Appointment
	LOWANS, ALLYSON ELIZABETH INST APPLICATION FACILITATOR SUPPLEME	Clay Hill Elementary	Appointment
	LOWE, GINNY CHARLENE FIH SOPHMORE CLASS SPON SUPPLEME	Fleming Island High School	Appointment
	LOWERY, LANTZ LAVON KHH ACTIVITY PROG CO JH SUPPLEME	Keystone Heights High School	Appointment
	LOWERY, LANTZ LAVON KHH FOOTBALL HD JV 25% SUPPLEME	Keystone Heights High School	Appointment
	LOWERY, LANTZ LAVON	Keystone Heights High School	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	KHH FOOTBALL HD JV 75% SUPPLEME		
	LOWERY, LANTZ LAVON KHH WEIGHTLIFTING HD SH SUPPLEME	Keystone Heights High School	Appointment
	LUKE, JAMI PAINTER FIE DEPT HD (3-5) SUPPLEME	Fleming Island Elementary	Appointment
	LUNSFORD, SHERRI LYNN POE DEPT HEAD 21+ SUPPLEME	Plantation Oaks Elementary	Appointment
	LURIE, VICKIE N POE ESE INTERVENTION FAC. SUPPLEME	Plantation Oaks Elementary	Appointment
	LYBARGER, TARA JUSTINE MRE DEPT HD (3-5) SUPPLEME	Mcrae Elementary	Appointment
	LYONS, CLINTON D FIH FLAG FOOTBALL HD SH/JH SUPPLEME	Fleming Island High School	Appointment
	LYONS, LINDA F RVE DEPT HEAD (6-10) SUPPLEME	Ridgeview Elementary	Appointment
0.5	MACKIN, TIMOTHY SHAWN OPH NATIONA HONOR SOCIETY SUPPLEME	Orange Park High	Appointment
	MACPHERSON, SAMANTHA RENE TBE DEPT HEAD (6-10) SUPPLEME	Thunderbolt Elementary	Appointment
	MACPHERSON, THOMAS KENNETH OPH FOOTBALL HD HS 25% SUPPLEME	Orange Park High	Appointment
	MACPHERSON, THOMAS KENNETH OPH FOOTBALL HD SH 75% SUPPLEME	Orange Park High	Appointment
	MACPHERSON, THOMAS KENNETH OPH WEIGHTLIFTING HD SH SUPPLEME	Orange Park High	Appointment
	MAKAR, KRISTIN AMBER RVE DEPT HD (3-5) SUPPLEME	Ridgeview Elementary	Appointment
	MALY, KELLY LYNN SPC DEPT HD (3-5) SUPPLEME	Swimming Pen Creek Elem	Appointment
	MALY, RICHARD LEE LJH ACADEMIC COACH, LOCAL SUPPLEME	Lakeside Junior High	Appointment
	MALY, RICHARD LEE LJH TRACK ASST JH SUPPLEME	Lakeside Junior High	Appointment
	MANN, KIMBERLY LYNN	Keystone Heights High School	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	KHH DEPT HEAD (11-16 SUPPLEME		
0.5	MANN, MELISSA KHE ELEM PERF/PROD SUPPLEME	Keystone Heights Elementary	Appointment
	MARKUM, COLLIN JAMES MHS ACADEMIC COACH, LOCAL SUPPLEME	Middleburg High	Appointment
	MARQUART, JESSICA ANN KHH SOFTBALL FP HD SH SUPPLEME	Keystone Heights High School	Appointment
	MARQUART, JESSICA ANN KHH VOLLEYBALL HD JH SUPPLEME	Keystone Heights High School	Appointment
	MARSH, VIRGINIA NICOLE MCE DEPT HD (3-5) SUPPLEME	Montclair Elementary	Appointment
	MARTIN, ALEATHA ERICA INST APPLICATION FACILITATOR SUPPLEME	Shadowlawn Elementary	Appointment
0.5	MARTIN, CRYSTAL DAWN PES SAFETY PATROL SUPPLEME	Robert M. Paterson Elementary	Appointment
	MARTIN, GREGORY WILLIAM OHS ACADEMIC COACH, LOCAL SUPPLEME	Oakleaf High School	Appointment
	MARTIN, GREGORY WILLIAM OHS TENNIS HD SH SUPPLEME	Oakleaf High School	Appointment
	MARTIN, VICTORIA L MBE DEPT HEAD (6-10) SUPPLEME	Middleburg Elementary	Appointment
	MARTIN, VICTORIA L MBE ESE INTERVENTION FAC. SUPPLEME	Middleburg Elementary	Appointment
0.5	MASON, KRYSTAL MARIE OVE DEPT HD (3-5) SUPPLEME	Oakleaf Village Elementary	Appointment
	MASSEY, BRIAN THOMAS INST APPLICATION FACILITATOR SUPPLEME	Wilkinson Elementary	Appointment
	MASSEY, WILLIAM GARDNER KHH SOFTBALL FP ASST JH SUPPLEME	Keystone Heights High School	Appointment
	MASTANDREA, DANIELLE E POE DEPT HEAD (6-10) SUPPLEME	Plantation Oaks Elementary	Appointment
	MASTANTUNO, SARAH LAUREN TBE DEPT HEAD (6-10) SUPPLEME	Thunderbolt Elementary	Appointment
0.5	MATHIS, BILLY J MHS CO-CURR CLUB SUPPLEME	Middleburg High	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	MATHIS, JAMIE LEIGH OPE DEPT HD (3-5) SUPPLEME	Orange Park Elementary	Appointment
0.5	MATHIS, JAMIE LEIGH OPE DISCRETIONARY SUPPLEME	Orange Park Elementary	Appointment
0.5	MATTALIANO, MARGARET R CHE DEPT HEAD (6-10) SUPPLEME	Clay Hill Elementary	Appointment
	MATTHEW, ANGELA ALICE INST APPLICATION FACILITATOR SUPPLEME	Middleburg High	Appointment
	MATTHEW, ANGELA ALICE MHS DEPT HEAD (11-16) SUPPLEME	Middleburg High	Appointment
	MATTHEW, ANGELA ALICE MHS SCI FAIR COOR LOCAL SUPPLEME	Middleburg High	Appointment
0.5	MATZ, MELISSA ANNE LJH DEPT HEAD (6-10) SUPPLEME	Lakeside Junior High	Appointment
0.5	MCCARTHY, KAREN M FIE DEPT HEAD (11-16) SUPPLEME	Fleming Island Elementary	Appointment
	MCCONNELL, ERICA O GPE DEPT HD (3-5) SUPPLEME	Grove Park Elementary	Appointment
0.5	MCCORDUCK, KERRY L LJH DEPT HEAD (6-10) SUPPLEME	Lakeside Junior High	Appointment
0.5	MCCORDUCK, KERRY L LJH NATION JUNIOR HONOR SOC SUPPLEME	Lakeside Junior High	Appointment
	MCCROSKY, MELISSA CAROL OPH DISCRETIONARY SUPPLEME	Orange Park High	Appointment
	MCDADE, LINDSAY E RHS DRAMA SH SUPPLEME	Ridgeview High School	Appointment
	MCGAHEE, MICHELLE L CHS NATONA HONOR SOCIETY SUPPLEME	Clay High	Appointment
	MCGAHEE, MICHELLE L CHS NATIONAL BETA CLUB SP SUPPLEME	Clay High	Appointment
	MCLEOD, CLAYTON BRYAN OLJ TRACK HD JH SUPPLEME	Oakleaf Junior High School	Appointment
	MCQUAIG, TRAVIS AUSTIN CHS BASEBALL JV HD SH SUPPLEME	Clay High	Appointment
	MENGELSON, MALINDA CHANDLER	Mcrae Elementary	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	MRE DEPT HD (3-5) SUPPLEME		
	MERCER, AMANDA MICHELLE CEB DEPT HD (3-5) SUPPLEME	Charles E. Bennett Elementary	Appointment
	MERRILEES, CINDY G FIH ANNUAL STAFF SH SUPPLEME	Fleming Island High School	Appointment
0.5	MESCALL, CARRIE C MHS DEPT HEAD (11-16) SUPPLEME	Middleburg High	Appointment
	MILBRANDT, DAVID ROBERTS OHS GOLF HD SH SUPPLEME	Oakleaf High School	Appointment
	MILLA, MEREDITH ASHLEY ROE DEPT HD (3-5) SUPPLEME	Rideout Elementary	Appointment
	MILLER, HEATHER D LAE DEPT HD (3-5) SUPPLEME	Lake Asbury Elementary	Appointment
	MILLER, JOEL A INST APPLICATION FACILITATOR SUPPLEME	Oakleaf High School	Appointment
0.5	MILLER, JOEL A OHS CO-CURR CLUB SUPPLEME	Oakleaf High School	Appointment
	MILLER, JULIE MCCOY OPH ACADEMIC COACH, LOCAL SUPPLEME	Ridgeview High School	Appointment
0.5	MILLER, JULIE MCCOY RHS ANNUAL STAFF SH SUPPLEME	Ridgeview High School	Appointment
	MILLER, LISA M FIE SAFETY PATROL SUPPLEME	Fleming Island Elementary	Appointment
0.5	MILLER, TRACI MICHELLE AES ESE INTERVENTION FAC. SUPPLEME	Argyle Elementary	Appointment
	MILLER, VICTORIA LIEN CHS ACADEMIC COACH, LOCAL SUPPLEME	Clay High	Appointment
	MILLER, VICTORIA LIEN CHS DEPT HEAD (11-16) SUPPLEME	Clay High	Appointment
	MILLS, KATLYN NICOLE SPC ESE INTERVENTION FAC. SUPPLEME	Swimming Pen Creek Elem	Appointment
0.3	MINZENMAYER, EMILY LYNN WEC DEPT HEAD (11-16) SUPPLEME	W.E. Cherry Elementary	Appointment
	MITCHELL-ADAMS, LISA JEANINE KHH STUDENT COUNCIL SH SUPPLEME	Keystone Heights High School	Appointment
	MONCRIEF, HELEN SUZANNE	Keystone Heights High School	Appointment

## III. Instructional Actions

## F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	KHH CO-CURR CLUB SUPPLEME		
	MONCRIEF, HELEN SUZANNE KHH FRESHMAN CLASS SPONSOR SUPPLEME	Keystone Heights High School	Appointment
	MONCRIEF, HELEN SUZANNE KHH NATION JUNIOR HONOR SOC SUPPLEME	Keystone Heights High School	Appointment
	MONCRIEF, HELEN SUZANNE KHH TRACK HD SH SUPPLEME	Keystone Heights High School	Appointment
	MOORE, HALEY MELISSA LAJ CHEERLEADING JH SUPPLEME	Lake Asbury Junior High School	Appointment
0.5	MOORE, HALEY MELISSA LAJ DEPT HEAD (11-16) SUPPLEME	Lake Asbury Junior High School	Appointment
	MOORE, HALEY MELISSA LAJ TRACK HD JH SUPPLEME	Lake Asbury Junior High School	Appointment
	MOORE, JEFFREY R OPH FOOTBALL ASST HS 25% SUPPLEME	Orange Park High	
	MOORE, JEFFREY R OPH FOOTBALL ASST SH 75% SUPPLEME	Orange Park High	Appointment
	MOORE, SHARON HOWARD RHS DEPT HEAD (6-10) SUPPLEME	Ridgeview High School	Appointment
0.5	MOORE, SHARON HOWARD RHS JUNIOR CLASS SPONSOR SUPPLEME	Ridgeview High School	Appointment
	MORALES, NILSA NOEMI SBJ DEPT HD (3-5) SUPPLEME	S. Bryan Jennings Elementary	Appointment
	MORGAN, CECILIA LACE WES DEPT HD (3-5) SUPPLEME	Wilkinson Elementary	Appointment
	MORGAN, MICHELLE L GCJ DEPT HEAD (6-10) SUPPLEME	Green Cove Springs Junior High	Appointment
	MORGAN, MICHELLE L GCJ DISCRETIONARY SUPPLEME	Green Cove Springs Junior High	Appointment
	MORRIS, BRITTANY LYNNE MBE DEPT HD (3-5) SUPPLEME	Middleburg Elementary	Appointment
	MORRIS, KELLY ANN FIH SCI FAIR COOR LOCAL SUPPLEME	Fleming Island High School	Appointment
0.5	MORRISON, KIMBERLY TOWNSEND INST APPLICATION FACILITATOR	Ridgeview Elementary	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	SUPPLEME		
	MORRISON, KIMBERLY TOWNSEND RVE ESE INTERVENTION FAC. SUPPLEME	Ridgeview Elementary	Appointment
	MOSES, JARED MATTHEW CHS BASKETBALL HD SH SUPPLEME	Clay High	Appointment
0.5	MOSES, KIMBERLY D CHS DANCE TEAM SH SUPPLEME	Clay High	Appointment
	MOSLEY, CARLY RENEE OPE ELEM PERF/PROD SUPPLEME	Orange Park Elementary	Appointment
	MOUNTS, KRISTEN ELIZABETH POE DEPT HEAD (6-10) SUPPLEME	Plantation Oaks Elementary	Appointment
	MOYER, BRIANNA ANN DOE ELEM PERF/PROD SUPPLEME	Discovery Oaks Elementary	Appointment
	MUDGE, KENNETH ROSS KHH FOOTBALL ASST HS 25% SUPPLEME	Keystone Heights High School	Appointment
	MUDGE, KENNETH ROSS KHH FOOTBALL ASST SH 75% SUPPLEME	Keystone Heights High School	Appointment
0.5	MUNTAIN, KATHRYN ALIS MHS FRESHMAN CLASS SPONSOR SUPPLEME	Middleburg High	Appointment
	MURCH, GARY SCOTT WEC ELEM PERF/PROD SUPPLEME	W.E. Cherry Elementary	Appointment
	MURPHY, HALEY JEANNETTE MHS ANNUAL STAFF SH SUPPLEME	Middleburg High	Appointment
	MURRHEE, ASHLEY N MRE TITLE 1 SUP ED SUPPLEME	Mcrae Elementary	Appointment
0.5	MYERS, LINA ANGELICA PES DEPT HEAD (6-10) SUPPLEME	Robert M. Paterson Elementary	Appointment
	NAVARRO, STEPHANIE ERIN POE DEPT HD (3-5) SUPPLEME	Plantation Oaks Elementary	Appointment
	NEBESNYK, HEIDI RENE MCE TT1 SUP ED SUPPLEME	Montclair Elementary	Appointment
	NEDRICH, BRIAN WILLIAM FIH GOLF HD SH SUPPLEME	Fleming Island High School	Appointment
	NEESE, SHANNON RAE CHE DEPT HD (3-5) SUPPLEME	Clay Hill Elementary	Appointment
0.5	NESE, ALBERT RHS DEPT HEAD (6-10)	Ridgeview High School	Appointment



### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	SUPPLEME		
	NETHERLAND, CARLY DEANNE FIH DEPT HEAD (6-10) SUPPLEME	Fleming Island High School	Appointment
0.5	NEWELL, MICHELLE LYNN CTE CO-CURR CLUB SUPPLEME	Ridgeview High School	Appointment
0.5	NEWELL, MICHELLE LYNN RHS CO-CURR CLUB SUPPLEME	Ridgeview High School	Appointment
	NGUYEN, ANGELA L GPE TT1 SUP ED SUPPLEME	Grove Park Elementary	Appointment
	NICHOLS, JAMES DANIEL FIH BASEBALL JV HD SH SUPPLEME	Fleming Island High School	Appointment
	NIMMO-OLSEN, HEATHER ELIZABETH OLJ VOLLEYBALL HD JH SUPPLEME	Oakleaf Junior High School	Appointment
	NIXON, LISA DAWN OHS ANNUAL STAFF SH SUPPLEME	Oakleaf High School	Appointment
	NIXON, LISA DAWN OHS DEPT HD (3-5) SUPPLEME	Oakleaf High School	Appointment
	NOONEY, CHRISTOPHER A INST APPLICATION FACILITATOR SUPPLEME	Green Cove Springs Junior High	Appointment
	NORDSTROM, SHANNON LEA FYA DEPT HEAD (6-10) SUPPLEME	FL Youth Challenge Academy	Appointment
	NORMAN, BENJAMIN ALAN FIH CHORAL DIRECTOR SH/JH SUPPLEME	Fleming Island High School	Appointment
	NOSSE, ASHLEIGH TARA GCJ DEPT HD (3-5) SUPPLEME	Green Cove Springs Junior High	Appointment
	NOSSE, ASHLEIGH TARA GCJ SOCCER HEAD JH SUPPLEME	Green Cove Springs Junior High	Appointment
	O RENICK, ANNE MARIE GCJ DEPT HEAD (6-10) SUPPLEME	Green Cove Springs Junior High	Appointment
	O ROURKE, KATHERINE SUZANNE OLJ SOFTBALL FP HD JH SUPPLEME	Oakleaf Junior High School	Appointment
0.5	OCHOA, ANGELICA INST APPLICATION FACILITATOR SUPPLEME	Keystone Heights Elementary	Appointment
0.5	OCHOA, ANGELICA KHE ELEM PERF/PROD SUPPLEME	Keystone Heights Elementary	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
0.5	ODONNELL, CAITLIN PATRICIA CEB DEPT HD (3-5) SUPPLEME	Charles E. Bennett Elementary	Appointment
	OKAMOTO, CHRISTOPHER K K12 SCI FAIR COOR, DISTRICT SUPPLEME	K-12 Academic Services	Appointment
	OLSCHEWSKE, JOSHUA ERIC FIH STUDENT COUNCIL SH SUPPLEME	Fleming Island High School	Appointment
	ORMEO, EDWIN ZAMORA CTE CO-CURR CLUB SUPPLEME	Oakleaf High School	Appointment
	OSWALD, MELANIE SUE INST APPLICATION FACILITATOR SUPPLEME	Fleming Island Elementary	Appointment
	OTERO, CHRISTOPHER JOSEPH FIH CROSS COUNTRY HD SH SUPPLEME	Fleming Island High School	Appointment
	OTERO, CHRISTOPHER JOSEPH FIH TRACK HD SH SUPPLEME	Fleming Island High School	Appointment
	PACHECO, CARLY GALLAGHER TBE DEPT HEAD (6-10) SUPPLEME	Thunderbolt Elementary	Appointment
	PAINE, LAUREN DANIELLE DIS TECH COACH ELEM SUPPLEME	Doctors Inlet Elementary	Appointment
	PALMER, CATHY S TBE DEPT HEAD (6-10) SUPPLEME	Thunderbolt Elementary	Appointment
	PARISH, SARA L PES DEPT HEAD (6-10) SUPPLEME	Robert M. Paterson Elementary	Appointment
0.5	PARKER, MELISSA JEAN GPE TT1 SUP ED SUPPLEME	Title 1	Appointment
	PATTERSON, LLOYD CLARK LJH ACTIVITY PROG CO JH SUPPLEME	Lakeside Junior High	Appointment
	PATTON, NICOLE MARIA INST APPLICATION FACILITATOR SUPPLEME	Lake Asbury Junior High School	Appointment
	PATTON, NICOLE MARIA LAJ DEPT HEAD (6-10) SUPPLEME	Lake Asbury Junior High School	Appointment
	PATTON, ROBERT DOUGLAS GCJ FOOTBALL HD JH 25% SUPPLEME	Green Cove Springs Junior High	Appointment
	PATTON, ROBERT DOUGLAS GCJ FOOTBALL HD JH 75% SUPPLEME	Green Cove Springs Junior High	Appointment
	PAYNE, KATIE ELAINE	Keystone Heights High School	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	INST APPLICATION FACILITATOR SUPPLEME		
	PAYNE, KATIE ELAINE KHH CO-CURR CLUB SUPPLEME	Keystone Heights High School	Appointment
	PAYNE, KATIE ELAINE KHH DEPT HEAD (6-10) SUPPLEME	Keystone Heights High School	Appointment
	PAYNE, KATIE ELAINE KHH DISCRETIONARY SUPPLEME	Keystone Heights High School	Appointment
	PAYNE, KATIE ELAINE KHH NATIONA HONOR SOCIETY SUPPLEME	Keystone Heights High School	Appointment
	PEARCE, DANIEL A MHS BASEBALL HEAD SH SUPPLEME	Middleburg High	Appointment
	PEARCE, DANIEL A MHS GOLF HD SH SUPPLEME	Middleburg High	Appointment
0.5	PELLETIER, DEBORAH DOERING AES ELEM PERF/PROD SUPPLEME	Argyle Elementary	Appointment
0.5	PEREZ, TERESA MAE PES DEPT HEAD (6-10) SUPPLEME	Robert M. Paterson Elementary	Appointment
	PERSINGER, JOSHUA W CHS BASEBALL HEAD SH SUPPLEME	Clay High	Appointment
	PETERSEN, RITA CHS DEPT HEAD (11-16) SUPPLEME	Clay High	Appointment
	PETOW, CARLI ALEXANDRA GCJ ANNUAL STAFF JH SUPPLEME	Green Cove Springs Junior High	Appointment
	PETOW, CARLI ALEXANDRA GCJ TRACK ASST JH SUPPLEME	Green Cove Springs Junior High	Appointment
	PETROSKY, KIMBERLY DAWN POE ELEM PERF/PROD SUPPLEME	Plantation Oaks Elementary	Appointment
	PFUNTNER, TRACY LYNN OPE DEPT HD (3-5) SUPPLEME	Orange Park Elementary	Appointment
	PHILLIPS, JULIE DENISE MCE DEPT HD (3-5) SUPPLEME	Montclair Elementary	Appointment
0.5	PHILLIPS, MICHAEL DAVID LAJ DEPT HEAD (11-16) SUPPLEME	Lake Asbury Junior High School	Appointment
	PIERSON, LISA MILDRED PES DEPT HEAD (6-10) SUPPLEME	Robert M. Paterson Elementary	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
0.5	PIKE, PAULA CHRISTINE CHE DEPT HD (3-5) SUPPLEME	Clay Hill Elementary	Appointment
0.5	PIKE, PAULA CHRISTINE CHE DEPT HEAD (6-10) SUPPLEME	Clay Hill Elementary	Appointment
	PIKURITZ, BRETT PAUL OPH BAND DIR SH SUPPLEME	Orange Park High	Appointment
	PINKSTON, RACHEL PATRICIA INST APPLICATION FACILITATOR SUPPLEME	W.E. Cherry Elementary	Appointment
	PITCHFORD, CRISTA D CHE TITLE 1 SUP ED SUPPLEME	Clay Hill Elementary	Appointment
0.5	PITTMAN, MEREDITH ALAIR CHE DEPT HEAD (6-10) SUPPLEME	Clay Hill Elementary	Appointment
	PLAXCO, CALLIE E MBE DEPT HD (3-5) SUPPLEME	Middleburg Elementary	Appointment
	POLEN, ANGELA KAY AES DEPT HD (3-5) SUPPLEME	Argyle Elementary	Appointment
0.5	POLK, KATHRYN ELIZABETH K12 MUSIC FESTIVAL COOR SUPPLEME	Middleburg High	Appointment
	POLK, KATHRYN ELIZABETH MHS CHORAL DIRECTOR SH/JH SUPPLEME	Middleburg High	Appointment
	POLK, KATHRYN ELIZABETH MHS DRAMA SH SUPPLEME	Middleburg High	Appointment
	POLLI, ANSLEY CAIN POE DEPT HEAD (6-10) SUPPLEME	Plantation Oaks Elementary	Appointment
	PRATHER, DANEEN WES DEPT HEAD (11-16) SUPPLEME	Wilkinson Elementary	Appointment
	PRATHER, REGINA G OHS SOFTBALL FP ASST SH SUPPLEME	Oakleaf High School	Appointment
	PRATT, JEANIE MARIE TES DEPT HEAD (6-10) SUPPLEME	Tynes Elementary	Appointment
0.5	PREWITT, CARRIE A MHS VOLLEYBALL HD SH SUPPLEME	Middleburg High	Appointment
	PRICE, JASON W OHS BASKETBALL HD SH SUPPLEME	Oakleaf High School	Appointment
	PROPPER, CHARLES DANA CHS BAND DIR SH SUPPLEME	Clay High	Appointment
	PROPPER, CHARLES DANA	Clay High	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	CHS DEPT HD (3-5) SUPPLEME		
	QUALLS, TRISHA ELAINE KHH DEPT HEAD (6-10) SUPPLEME	Keystone Heights High School	Appointment
	QUANT, GABRIEL CHS TENNIS HD SH SUPPLEME	Clay High	Appointment
	RADCLIFFE, CHERYL ALAINE WEC DEPT HD (3-5) SUPPLEME	W.E. Cherry Elementary	Appointment
	RAGAN, JOSEPH DAVID INST APPLICATION FACILITATOR SUPPLEME	Grove Park Elementary	Appointment
	RAINS, ALETHIA DAWN OHS DISCRETIONARY SUPPLEME	Oakleaf High School	Appointment
	RALEY, MONTGOMERY KERRIGAN DIS ELEM PERF/PROD SUPPLEME	Doctors Inlet Elementary	Appointment
0.5	RAMOS, JANICE L MHS CO-CURR CLUB SUPPLEME	Middleburg High	Appointment
0.5	RAMOS, RAFAEL OPH CO-CURR CLUB SUPPLEME	Orange Park High	Appointment
	RASCH, TRACIE LEHMANN OLJ ESE INTERVENTION FAC. SUPPLEME	Oakleaf Junior High School	Appointment
	REAPE, JAMES P CHS FOOTBALL ASST HS 25% SUPPLEME	Clay High	Appointment
	REAPE, JAMES P CHS FOOTBALL HD JV 75% SUPPLEME	Clay High	Appointment
	REAPE, JAMES P CHS WRESTLING SUPPLEME	Clay High	Appointment
0.5	REHMAN, JUDY REBECCA OPH DEPT HEAD (6-10) SUPPLEME	Orange Park High	Appointment
0.5	REINHART, SALLI DEANN MRE DEPT HD (3-5) SUPPLEME	Mcrae Elementary	Appointment
	REMSSEN, KENNETH MAYNARD CHS DEPT HEAD (11-16) SUPPLEME	Clay High	Appointment
	REMSSEN, KENNETH MAYNARD K12 STEM COACH, DISTRICT SUPPLEME	Clay High	Appointment
	RENFRO, ROBERT CHRISTIAN OPJ TITLE 1 SUP ED SUPPLEME	Orange Park Jr High	Appointment
	REPPER, NICHOLAS LEIGH	Rideout Elementary	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	ROE DEPT HEAD (6-10) SUPPLEME		
	RESIGA, ENIKO RHS NATIONAL BETA CLUB SP SUPPLEME	Ridgeview High School	Appointment
	REYNOLDS JR, STEVEN MICHAEL KHH FOOTBALL ASST HS 25% SUPPLEME	Keystone Heights Elementary	Appointment
	REYNOLDS JR, STEVEN MICHAEL KHH FOOTBALL ASST SH 75% SUPPLEME	Keystone Heights Elementary	Appointment
	REYNOLDS JR, STEVEN MICHAEL KHH WEIGHTLIFTING HD JH SUPPLEME	Keystone Heights Elementary	Appointment
	REYNOLDS, KATELYN ROSE TES DEPT HEAD (6-10) SUPPLEME	Tynes Elementary	Appointment
	RHODEN, ALYSSA KATHRYN GPE DEPT HD (3-5) SUPPLEME	Grove Park Elementary	Appointment
	RICE, BARRON BRIDGES OHS CHORAL DIRECTOR SH/JH SUPPLEME	Oakleaf High School	Appointment
	RICE, CRYSTAL LYNN CHS SOFTBALL FP HD JV SUPPLEME	Clay High	Appointment
	RICE, LINDSAY ANN FIH DEPT HEAD 17-20 SUPPLEME	Fleming Island High School	Appointment
	RICHARD, KRISTEN L OPJ BAND DIR JH SUPPLEME	Orange Park Jr High	Appointment
	RICHARD, KRISTEN L OPJ BAND END OF YEAR 2 FEST SUPPLEME	Orange Park Jr High	Appointment
	RICHARD, KRISTEN L OPJ CHORAL DIRECTOR SH/JH SUPPLEME	Orange Park Jr High	Appointment
	RICHARD, KRISTEN L OPJ CHORUS DIR EOY 2 EVENTS SUPPLEME	Orange Park Jr High	Appointment
	RICHARDSON, DANIEL GRANT OHS CHEERLEADING VARSITY SUPPLEME	Oakleaf High School	Appointment
0.5	RISTAD, MICHELLE LYNETTE CHE DEPT HEAD (11-16) SUPPLEME	Clay Hill Elementary	Appointment
	RITZ, NORMAN JOHN OHS NATIONAL BETA CLUB SP SUPPLEME	Oakleaf High School	Appointment
	RIX, CHADWICK E	Clay High	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	CHS CO-CURR CLUB SUPPLEME		
	RIX, CHADWICK E CHS SWIMMING HD SH SUPPLEME	Clay High	Appointment
	ROACH, CHRISTOPHER THOMAS KHH FOOTBALL HD JH 25% SUPPLEME	Keystone Heights High School	Appointment
	ROACH, CHRISTOPHER THOMAS KHH FOOTBALL HD JH 75% SUPPLEME	Keystone Heights High School	Appointment
	ROACH, JENNIFER LYNN PES DISCRETIONARY SUPPLEME	Robert M. Paterson Elementary	Appointment
0.5	ROACHE, SAMANTHA LYNN LAJ DEPT HEAD (11-16) SUPPLEME	Lake Asbury Junior High School	Appointment
	ROBBINS, CHAD DEWAYNE OHS BAND DIR SH SUPPLEME	Oakleaf High School	Appointment
	ROBBINS, CHAD DEWAYNE OHS FLAG CORPS SUPPLEME	Oakleaf High School	Appointment
0.5	ROBERTS, MICHELLE DEANNE OHS DEPT HEAD (11-16) SUPPLEME	Oakleaf High School	Appointment
	ROBERTS, MICHELLE DEANNE OHS ESE INTERVENTION FAC. SUPPLEME	Oakleaf High School	Appointment
	ROBERTSON, COLL RYAN LAJ WRESTLING HD JH SUPPLEME	Middleburg High	Appointment
	ROBERTSON, COLL RYAN MHS WRESTLING HD SH SUPPLEME	Middleburg High	Appointment
0.5	RODABAUGH, LON B CHS DRILL SPONSOR SH SUPPLEME	Clay High	Appointment
	RODERICK, RORY G OHS WRESTLING HD SH SUPPLEME	Oakleaf High School	Appointment
	RODRIGUEZ RODRIGUEZ, WILSON O LAJ ACADEMIC COACH, LOCAL SUPPLEME	Lake Asbury Junior High School	Appointment
	RODRIGUEZ RODRIGUEZ, WILSON O LAJ SCI FAIR COOR LOCAL SUPPLEME	Lake Asbury Junior High School	Appointment
	ROE, TERESA JANE CGE DEPT HD (3-5) SUPPLEME	Coppergate Elementary	Appointment
0.5	ROGERS, LAURA ELAINE MHS CO-CURR CLUB	Middleburg High	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	SUPPLEME		
	ROGERS, MICHAEL Q RHS DISCRETIONARY SUPPLEME	Ridgeview High School	Appointment
	ROMITO, KAREN ANNE WES DEPT HD (3-5) SUPPLEME	Wilkinson Elementary	Appointment
	ROSANO, JOY E FIH SOCCER HEAD SH SUPPLEME	Fleming Island High School	Appointment
	ROSE, MARA RENEE FIH BAND DIR SH SUPPLEME	Fleming Island High School	Appointment
0.5	ROSE, MARA RENEE FIH DRILL SPONSOR SH SUPPLEME	Fleming Island High School	Appointment
	ROSENBAUM, TANNER NICOLE WJH CO-CURR CLUB SUPPLEME	Wilkinson Jr High	Appointment
	ROUNTREE, BRETT NEWELL OHS SOCCER HEAD SH SUPPLEME	Oakleaf High School	Appointment
	ROY, HEATHER MARIE SPC DEPT HEAD (6-10) SUPPLEME	Plantation Oaks Elementary	Appointment
	RUCKER, KAREN A CGE DEPT HD (3-5) SUPPLEME	Coppergate Elementary	Appointment
	RUCKERSFELDT, JORDAN DANIELLE SBJ DISCRETIONARY SUPPLEME	S. Bryan Jennings Elementary	Appointment
	RUELAS, KATHRYN EMILY OPH DEPT HEAD (11-16) SUPPLEME	Orange Park High	Appointment
	RUFO, SEAN A LJH SCI FAIR COOR LOCAL SUPPLEME	Lakeside Junior High	Appointment
	RUNTE, TERRY LIN AES DEPT HD (3-5) SUPPLEME	Argyle Elementary	Appointment
	RUOSS, MEGAN MARIE WES DEPT HD (3-5) SUPPLEME	Wilkinson Elementary	Appointment
	RUSO, JANE MARIE OVE DEPT HEAD (6-10) SUPPLEME	Oakleaf Village Elementary	Appointment
	SAGE, ALLISON P OPH SOFTBALL FP ASST SH SUPPLEME	Orange Park High	Appointment
0.5	SAMPLES, AARON L OHS CO-CURR CLUB SUPPLEME	Oakleaf High School	Appointment
	SAMSON, DAVID A GCJ BASEBALL ASST JH SUPPLEME	Green Cove Springs Junior High	Appointment



### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
0.5	SANDS-CREE, BRITANY MICHELE LAJ CO-CURR CLUB SUPPLEME	Lake Asbury Junior High School	Appointment
0.5	SAPP, KERSTIN MARIE KHE DEPT HD (3-5) SUPPLEME	Keystone Heights Elementary	Appointment
	SAUNDERS, BENITA F FIH MATH TEAM SPONSOR SUPPLEME	Fleming Island High School	Appointment
	SCAMAHORN, ALEXANDRA VIRGINIA MRE DISCRETIONARY SUPPLEME	Mcrae Elementary	Appointment
	SCHARF, EVAN S INST APPLICATION FACILITATOR SUPPLEME	Fleming Island High School	Appointment
0.5	SCHELLHORN, ADAM MICHAEL RHS ANNUAL STAFF SH SUPPLEME	Ridgeview High School	Appointment
	SCHLOFMAN, DANIELLE LITTELL WES DEPT HEAD (6-10) SUPPLEME	Wilkinson Elementary	Appointment
	SCHMIDT, BARBARA A SLE DEPT HD (3-5) SUPPLEME	Shadowlawn Elementary	Appointment
	SCHOENINGER, DEBRA PAIGE OPJ DEPT HEAD (6-10) SUPPLEME	Orange Park Jr High	Appointment
	SCHOENINGER, DEBRA PAIGE OPJ ESE INTERVENTION FAC. SUPPLEME	Orange Park Jr High	Appointment
0.5	SCHOFIELD, RACHAEL CATHERINE FIH SENIOR CLASS SPONSOR SUPPLEME	Fleming Island High School	Appointment
0.5	SCOTT, AMY NICOLE INST APPLICATION FACILITATOR SUPPLEME	Keystone Heights Elementary	Appointment
	SCOTT, JACOB THOMAS OHS FOOTBALL ASST HS 25% SUPPLEME	Oakleaf High School	Appointment
	SCOTT, JACOB THOMAS OHS FOOTBALL ASST SH 75% SUPPLEME	Oakleaf High School	Appointment
	SCOTT, JACOB THOMAS OHS WEIGHTLIFTING HD SH SUPPLEME	Oakleaf High School	Appointment
	SEIN, KATHERINE L OHS DEPT HEAD (6-10) SUPPLEME	Oakleaf High School	Appointment
	SELBY, LYNDA MARIE CGE DEPT HD (3-5) SUPPLEME	Coppergate Elementary	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
0.5	SENECA, KENNETH ALAN KHE DEPT HD (3-5) SUPPLEME	Keystone Heights Elementary	Appointment
	SENECA, KENNETH ALAN KHH SOCCER HEAD JV SUPPLEME	Keystone Heights Elementary	Appointment
	SENN, REBECCA LEEANN OLJ CO-CURR CLUB SUPPLEME	Oakleaf Junior High School	Appointment
	SHIVERS, JERMAINE MARQUIS CHS BASKETBALL HD SH SUPPLEME	Clay High	Appointment
0.5	SHAW, JAMI LEEANN GCJ DEPT HD (3-5) SUPPLEME	Green Cove Springs Junior High	Appointment
	SHAW, MARY KAREN CTE CO-CURR CLUB SUPPLEME	Keystone Heights High School	Appointment
	SHAW, MARY KAREN KHH TRACK ASST SH SUPPLEME	Keystone Heights High School	Appointment
0.5	SHEA, JENNIFER DAWN CHS SOPHMORE SUPPLEME	Clay High	Appointment
	SHEPHERD, KATHRYN MAY ROE DEPT HEAD (6-10) SUPPLEME	Rideout Elementary	Appointment
0.5	SHILLINGS, ELIZABETH JOAN LAJ DISCRETIONARY SUPPLEME	Lake Asbury Junior High School	Appointment
	SHIPE, ABBIE E OPJ DEPT HEAD (6-10) SUPPLEME	Orange Park Jr High	Appointment
	SIMMONS, CHRISTY LYN RVE DEPT HD (3-5) SUPPLEME	Ridgeview Elementary	Appointment
	SINGLETON, MELISSA R CGE DEPT HD (3-5) SUPPLEME	Coppergate Elementary	Appointment
	SKAPETIS, DEVAN S RHS DEPT HEAD (6-10) SUPPLEME	Ridgeview High School	Appointment
	SKAPETIS, DEVAN S RHS NATIONA HONOR SOCIETY SUPPLEME	Ridgeview High School	Appointment
	SKILES, MARSHA YOSHIKO ESE VERY SP ARTS COOR SUPPLEME	Exceptional Student Education	Appointment
0.5	SLATER, ANNE F RHS DEPT HEAD (11-16) SUPPLEME	Ridgeview High School	Appointment
	SLATER, DANIEL C GCJ ACTIVITY PROG CO JH SUPPLEME	Green Cove Springs Junior High	Appointment
	SLATER, DANIEL C	Green Cove Springs Junior High	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	GCJ BASEBALL HEAD JH SUPPLEME		
	SLUYS, ALLISON WEST TES DISCRETIONARY SUPPLEME	Tynes Elementary	Appointment
0.3	SMALENSKI, HOLLISAN L WEC DEPT HEAD (11-16 SUPPLEME	W.E. Cherry Elementary	Appointment
	SMALLWOOD, ANDREA LYNN INST APPLICATION FACILITATOR SUPPLEME	Tynes Elementary	Appointment
0.5	SMITH, AMY JO CHE DEPT HEAD (11-16 SUPPLEME	Clay Hill Elementary	Appointment
0.5	SMITH, BIRDIEE M CEB DEPT HD (3-5) SUPPLEME	Charles E. Bennett Elementary	Appointment
0.5	SMITH, MELISSA DAWN LAJ NATION JUNIOR HONOR SOC SUPPLEME	Lake Asbury Junior High School	Appointment
	SMITH, MERLIN DARRELL OLJ FOOTBALL HD JH 25% SUPPLEME	Oakleaf Junior High School	Appointment
	SMITH, MERLIN DARRELL OLJ FOOTBALL HD JH 75% SUPPLEME	Oakleaf Junior High School	Appointment
	SMITH, MERLIN DARRELL OLJ TRACK HD JH SUPPLEME	Oakleaf Junior High School	Appointment
	SMITH, OLIVIA CELESTE OPJ CHEERLEADING JH SUPPLEME	Thunderbolt Elementary	Appointment
	SMITH, RACHEL HEATHER TES DEPT HEAD (6-10) SUPPLEME	Tynes Elementary	Appointment
	SMITH, RENA ELIZABETH AES DEPT HD (3-5) SUPPLEME	Argyle Elementary	Appointment
	SMITH, RONNA JEAN ESE SPECIAL OLYMPICS SUPPLEME	Thunderbolt Elementary	Appointment
0.5	SMOAK, ANNE ELIZABETH CVA TECH COACH SEC SUPPLEME	Clay Virtual Academy	Appointment
	SNOW, BRITTANY NICOLE POE DEPT HEAD (6-10) SUPPLEME	Plantation Oaks Elementary	Appointment
	SNOW, MATTHEW R INST APPLICATION FACILITATOR SUPPLEME	Plantation Oaks Elementary	Appointment
0.5	SNYDER, LEIGH A FIE DEPT HEAD (11-16 SUPPLEME	Fleming Island Elementary	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	SOWERS, BRIAN GREGORY CHS FOOTBALL ASST HS 25% SUPPLEME	Clay High	Appointment
	SOWERS, BRIAN GREGORY CHS FOOTBALL ASST SH 75% SUPPLEME	Clay High	Appointment
	SPANGLER, JAMMI V KHH DEPT HEAD 17-20 SUPPLEME	Keystone Heights High School	Appointment
	SPEAKE, MELISSA LYNN INST APPLICATION FACILITATOR SUPPLEME	Oakleaf Village Elementary	Appointment
0.5	SPEER, KATHARINE VOGT CHS FRESHMAN CLASS SPONSOR SUPPLEME	Clay High	Appointment
0.5	SPENCE, BEVERLY JOAN OPH CO-CURR CLUB SUPPLEME	Orange Park High	Appointment
0.5	SPIVEY, AMBER LYNNE KHE DEPT HD (3-5) SUPPLEME	Keystone Heights Elementary	Appointment
	SPRATLEY, BRUCE KIMBALL GCJ BASKETBALL HD JH SUPPLEME	Green Cove Springs Junior High	Appointment
	SPRINGS, DAMENYUM FIH FOOTBALL HD HS 25% SUPPLEME	Fleming Island High School	Appointment
	SPRINGS, DAMENYUM FIH FOOTBALL HD SH 75% SUPPLEME	Fleming Island High School	Appointment
	SPRINGS, DAMENYUM FIH WEIGHTLIFTING HD SH SUPPLEME	Fleming Island High School	Appointment
	ST. PETER, KATHLENE MARIE SLE DEPT HD (3-5) SUPPLEME	Shadowlawn Elementary	Appointment
0.5	STACHULSKI, LAWRENCE C OPJ NATION JUNIOR HONOR SOC SUPPLEME	Orange Park Jr High	Appointment
	STALKER, AMY ELIZABETH FIH NATIONAL BETA CLUB SP SUPPLEME	Fleming Island High School	Appointment
0.5	STALVEY, LAURYN PHILPOT OHS DEPT HEAD 17-20 SUPPLEME	Oakleaf High School	Appointment
	STARR, DAVID W LJH TRACK HD JH SUPPLEME	Lakeside Junior High	Appointment
	STEINER, JOHN ARMAND GCJ DEPT HEAD (6-10) SUPPLEME	Green Cove Springs Junior High	Appointment
	STEINER, JOHN ARMAND GCJ MATH TEAM SPONSOR	Green Cove Springs Junior High	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	SUPPLEME		
	STERIO, AMANDA M LJH DISCRETIONARY SUPPLEME	Lakeside Junior High	Appointment
	STEVENS, ANDREA MARIE LAJ SOFTBALL FP ASST JH SUPPLEME	Lake Asbury Junior High School	Appointment
	STEVENS, ANDREA MARIE LJH CO-CURR CLUB SUPPLEME	Lake Asbury Junior High School	Appointment
0.5	STEVENS-ALT, MONICA LISA MHS JUNIOR CLASS SPONSOR SUPPLEME	Middleburg High	Appointment
	STEWART, HANNAH MAE LYNN FIH SOCCER HEAD JV SUPPLEME	Fleming Island High School	Appointment
	STRICKLAND, HOLLY ANNE WEC DEPT HD (3-5) SUPPLEME	W.E. Cherry Elementary	Appointment
0.5	STRICKLAND, KIMBERLY ANNE OPH FRESHMAN CLASS SPONSOR SUPPLEME	Orange Park High	Appointment
0.5	STUARD, KYLE ANTHONY OHS DEPT HEAD 17-20 SUPPLEME	Oakleaf High School	Appointment
	STUARD, KYLE ANTHONY OHS STUDENT COUNCIL SH SUPPLEME	Oakleaf High School	Appointment
	STUDER, LAUREN DEGRYSE SLE DEPT HD (3-5) SUPPLEME	Shadowlawn Elementary	Appointment
	STUTTS, LARIANNE GCJ DEPT HEAD (6-10) SUPPLEME	Green Cove Springs Junior High	Appointment
0.5	STUTZ, ANISSA HANLIN DIS DEPT HD (3-5) SUPPLEME	Doctors Inlet Elementary	Appointment
0.5	STUTZ, ANISSA HANLIN DIS SAFETY PATROL SUPPLEME	Doctors Inlet Elementary	Appointment
	SUHR, CASEY MINA POE DEPT HEAD (6-10) SUPPLEME	Plantation Oaks Elementary	Appointment
	SULLIVAN, DAWN MARIE WEC ESE INTERVENTION FAC. SUPPLEME	W.E. Cherry Elementary	Appointment
	SUMMERS, MICHAEL BERT OLJ BAND DIR JH SUPPLEME	Oakleaf Junior High School	Appointment
	SUMMERS, MICHAEL BERT OLJ BAND END OF YEAR 2 FEST SUPPLEME	Oakleaf Junior High School	Appointment
	SUMMERS, PAULA KRISTINA OVE ELEM PERF/PROD	Oakleaf Village Elementary	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	SUPPLEME		
	SUTTON, TAMMY C AES DEPT HD (3-5) SUPPLEME	Argyle Elementary	Appointment
	SWAIN, REBECCA REAMS CHS DEPT HEAD (6-10) SUPPLEME	Clay High	Appointment
	SWAIN, REBECCA REAMS CHS SCI FAIR COOR LOCAL SUPPLEME	Clay High	Appointment
	SWANN, BENJAMIN W OPJ DEPT HEAD (6-10) SUPPLEME	Orange Park Jr High	Appointment
	SWANN, BENJAMIN W OPJ SCI FAIR COOR LOCAL SUPPLEME	Orange Park Jr High	Appointment
	SWANN, BENJAMIN W OPJ TRACK HD JH SUPPLEME	Orange Park Jr High	Appointment
	SWARTZ, KATHLEEN ALICE OHS SWIMMING HD SH SUPPLEME	Clay Virtual Academy	Appointment
0.3	SWEAT, OLIVIA S CHS SENIOR CLASS SPONSOR SUPPLEME	Clay High	Appointment
	SYKEN, VICTORIA A FIE ELEM PERF/PROD SUPPLEME	Fleming Island Elementary	Appointment
	TAFT, WILLIAM MICHAEL GCJ ACADEMIC COACH, LOCAL SUPPLEME	Green Cove Springs Junior High	Appointment
	TAFT, WILLIAM MICHAEL GCJ DISCRETIONARY SUPPLEME	Green Cove Springs Junior High	Appointment
	TAFT, WILLIAM MICHAEL GCJ NATION JUNIOR HONOR SOC SUPPLEME	Green Cove Springs Junior High	Appointment
	TAFT, WILLIAM MICHAEL GCJ TRACK HD JH SUPPLEME	Green Cove Springs Junior High	Appointment
	TAICLET-JETT, MELISSA LYNN OVE SAFETY PATROL SUPPLEME	Oakleaf Village Elementary	Appointment
	TAYLOR, EMILY KATELYN OVE DEPT HEAD (6-10) SUPPLEME	Oakleaf Village Elementary	Appointment
	TAYLOR, GLORIA-GRACE OPH SOFTBALL FP HD JV SUPPLEME	Orange Park High	Appointment
	TAYLOR, LAURA JEAN FIH BASKETBALL ASST SH SUPPLEME	Fleming Island High School	Appointment
	TAYLOR, LAURA JEAN FIH TENNIS HD SH SUPPLEME	Fleming Island High School	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	TAYLOR, LAURA M CGE TT1 SUP ED SUPPLEME	Coppergate Elementary	Appointment
0.5	TAYLOR, LEE C OPH DEPT HEAD (6-10) SUPPLEME	Orange Park High	Appointment
	TAYLOR, LEE C OPH SOFTBALL FP HD SH SUPPLEME	Orange Park High	Appointment
	TAYLOR, LEE C OPH WEIGHTLIFTING HD SH SUPPLEME	Orange Park High	Appointment
	TEBO, MARY SUSAN TBE DEPT HEAD (6-10) SUPPLEME	Thunderbolt Elementary	Appointment
0.5	TERMER, MYLINDA ELIZABETH LAE DEPT HEAD 17-20 SUPPLEME	Lake Asbury Elementary	Appointment
	THOMAS, AMY ELIZABETH INST APPLICATION FACILITATOR SUPPLEME	Ridgeview High School	Appointment
0.5	THOMAS, AMY ELIZABETH RHS DEPT HEAD (11-16) SUPPLEME	Ridgeview High School	Appointment
	THOMAS, KRISTAL MCDONALD LES DEPT HD (3-5) SUPPLEME	Lakeside Elementary	Appointment
	THOMPSON, DERRICK LADALE LES SAFETY PATROL SUPPLEME	Lakeside Elementary	Appointment
0.5	TICHINEL, BRANDY RENE CHE DEPT HD (3-5) SUPPLEME	Clay Hill Elementary	Appointment
	TILLMAN, DALPHINE JONES OHS DANCE TEAM SH SUPPLEME	Oakleaf High School	Appointment
	TIPTON, TRAVIS ANTHONY MHS BASKETBALL HD SH SUPPLEME	Middleburg High	Appointment
	TIPTON, TRAVIS ANTHONY MHS GOLF HD SH SUPPLEME	Middleburg High	Appointment
	TOBIAS, KAITLYNN MARIE LAE ELEM PERF/PROD SUPPLEME	Lake Asbury Elementary	Appointment
	TOMAZINIS, CAITLYN ASHLEY INST APPLICATION FACILITATOR SUPPLEME	Montclair Elementary	Appointment
	TOMPKINS, VICTORIA A BLC DEPT HD (3-5) SUPPLEME	Bannerman Learning Center	Appointment
	TONEY, ELIZABETH MCEWEN LAE DEPT HD (3-5) SUPPLEME	Lake Asbury Elementary	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<b>Name/Assignment</b>	<b>Site</b>	<b>Supplement Action</b>
	TOUCEY, LEIGHTON NICOLE CEB DEPT HD (3-5) SUPPLEME	Charles E. Bennett Elementary	Appointment
0.7	TRACY, LAURA JOHNSON CHS CHEERLEADING VARSITY SUPPLEME	Clay High	Appointment
0.5	TRACY, LAURA JOHNSON CHS DEPT HEAD (6-10) SUPPLEME	Clay High	Appointment
	TRAYWICK, BENJAMIN D MHS FOOTBALL ASST HS 25% SUPPLEME	Middleburg High	Appointment
	TRAYWICK, BENJAMIN D MHS FOOTBALL ASST SH 75% SUPPLEME	Middleburg High	Appointment
	TREST, KRISTIN CARRIE GCJ CHEERLEADING JH SUPPLEME	Green Cove Springs Junior High	Appointment
	TUCKER, AMANDA MAE ROE DISCRETIONARY SUPPLEME	Rideout Elementary	Appointment
	TUCKER, LAURIE W OPE ESE INTERVENTION FAC. SUPPLEME	Orange Park Elementary	Appointment
	TURNER, NAOMI FOND CVA ESE INTERVENTION FAC. SUPPLEME	Clay Virtual Academy	Appointment
	TUTTLE, JIMMY A FIH BASEBALL ASST SH SUPPLEME	Fleming Island High School	Appointment
	USON, JEWEL SHAY DOE DEPT HD (3-5) SUPPLEME	Discovery Oaks Elementary	Appointment
	USRY, LEEANN MRE DEPT HD (3-5) SUPPLEME	Mcrae Elementary	Appointment
	VALERO, GARY B OPH FLAG FOOTBALL HD SH/JH SUPPLEME	Orange Park High	Appointment
	VALERO, GARY B OPH SOCCER HEAD SH SUPPLEME	Orange Park High	Appointment
	VAN DE WATER, REBECCA LYNN SPC DEPT HD (3-5) SUPPLEME	Swimming Pen Creek Elem	Appointment
	VAN VACTOR, ALICE MAY WES ESE INTERVENTION FAC. SUPPLEME	Wilkinson Elementary	Appointment
	VANLEY, SARAH JAYNE FIE DEPT HD (3-5) SUPPLEME	Fleming Island Elementary	Appointment
0.5	VARAS, KRISTIN ANGELA TES DEPT HEAD (11-16) SUPPLEME	Tynes Elementary	Appointment
	VERPLANCK, ERIN NICOLE	Keystone Heights High School	Appointment



### III. Instructional Actions

#### F. SUPPLEMENT

	<b>Name/Assignment</b>	<b>Site</b>	<b>Supplement Action</b>
	KHH CO-CURR CLUB SUPPLEME		
	WADLEY, WILLIAM C GCJ SOFTBALL FP ASST JH SUPPLEME	Green Cove Springs Junior High	Appointment
	WALKER, AMY JO FIH TRACK HD SH SUPPLEME	Fleming Island High School	Appointment
0.5	WALKER, ERIN S INST APPLICATION FACILITATOR SUPPLEME	Ridgeview Elementary	Appointment
	WALKER, ERIN S RVE DISCRETIONARY SUPPLEME	Ridgeview Elementary	Appointment
0.5	WALKER, JUNE DARLENE OPH CO-CURR CLUB SUPPLEME	Orange Park High	Appointment
0.5	WALKER, KIMBERLY MICHELLE LAJ CO-CURR CLUB SUPPLEME	Lake Asbury Junior High School	Appointment
	WALKER, SARAH KAITLIN INST APPLICATION FACILITATOR SUPPLEME	S. Bryan Jennings Elementary	Appointment
	WALKER-FORD, ANTONETTE LAVETT BLC ANNUAL STAFF JH SUPPLEME	Bannerman Learning Center	Appointment
	WALKER-FORD, ANTONETTE LAVETT BLC DEPT HEAD (11-16) SUPPLEME	Bannerman Learning Center	Appointment
	WALLS, MELANIE DAWN KHH CHEERLEADING VARSITY SUPPLEME	Keystone Heights High School	Appointment
	WALTHOUR, TIFFANY AMBER OLJ DEPT HEAD (6-10) SUPPLEME	Oakleaf Junior High School	Appointment
	WALTHOUR, TIFFANY AMBER OLJ MATH TEAM SPONSOR SUPPLEME	Oakleaf Junior High School	Appointment
	WALTON, KARLEEN MARIE LAE ESE INTERVENTION FAC. SUPPLEME	Lake Asbury Elementary	Appointment
	WARNER, AMANDA BETH TBE DEPT HEAD (6-10) SUPPLEME	Thunderbolt Elementary	Appointment
0.5	WARREN, SARA ANN CHE DEPT HD (3-5) SUPPLEME	Clay Hill Elementary	Appointment
0.5	WATERS, LINDA LEIGH MRE DEPT HEAD (11-16) SUPPLEME	Mcrae Elementary	Appointment
	WATERS, TREVOR H KHH SOCCER HEAD SH	Keystone Heights High School	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<b>Name/Assignment</b>	<b>Site</b>	<b>Supplement Action</b>
	SUPPLEME		
	WATSON, KRISTINE D WEC DEPT HD (3-5) SUPPLEME	W.E. Cherry Elementary	Appointment
0.5	WAUGH, STEPHANIE ANN CHS DEPT HEAD (6-10) SUPPLEME	Clay High	Appointment
	WAUGH, STEPHANIE ANN CHS SOCCER HEAD SH SUPPLEME	Clay High	Appointment
	WAY, MATTHEW DONALD MHS SOFTBALL FP ASST SH SUPPLEME	Middleburg High	Appointment
0.5	WEAVER, GAYLE H INST APPLICATION FACILITATOR SUPPLEME	Clay Virtual Academy	Appointment
	WEAVER, HEATHER GIBBS MCE DEPT HD (3-5) SUPPLEME	Montclair Elementary	Appointment
	WEEKS, WILLIAM ALVIN CHS DRAMA SH SUPPLEME	Clay High	Appointment
0.3	WEEKS, WILLIAM ALVIN CHS SENIOR CLASS SPONSOR SUPPLEME	Clay High	Appointment
	WEEKS, WILLIAM ALVIN CHS STUDENT COUNCIL SH SUPPLEME	Clay High	Appointment
0.5	WEINER, SUE ELLEN KHE DEPT HEAD (6-10) SUPPLEME	Keystone Heights Elementary	Appointment
	WELLONS, TECHLA ANN DIS DEPT HD (3-5) SUPPLEME	Doctors Inlet Elementary	Appointment
	WELLS, TIMOTHY A INST APPLICATION FACILITATOR SUPPLEME	Lakeside Elementary	Appointment
	WHIDDON, HEATH BLAKE FIH WRESTLING ASST SH SUPPLEME	Fleming Island High School	Appointment
	WHITE, BENJAMIN DAVIS OHS WEIGHTLIFTING HD SH SUPPLEME	Oakleaf High School	Appointment
	WHITE, HEIDI M OPE SAFETY PATROL SUPPLEME	Orange Park Elementary	Appointment
	WHITE, MICHELE LYNN MCE DISCRETIONARY SUPPLEME	Montclair Elementary	Appointment
	WHITE, ROBERT LYNN OPH TENNIS HD SH SUPPLEME	Orange Park High	Appointment
	WHITEHEAD, WENDY H FIH DEPT HEAD 17-20	Fleming Island High School	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	SUPPLEME		
	WHITIN, ANITA MARIE INST APPLICATION FACILITATOR SUPPLEME	Coppergate Elementary	Appointment
	WICKES, FRANK D CHS CROSS COUNTRY HD SH SUPPLEME	Clay High	Appointment
	WILBER, BEVERLY E TES DEPT HEAD (6-10) SUPPLEME	Tynes Elementary	Appointment
	WILHELM, AMANDA MICHELLE TES DEPT HEAD (6-10) SUPPLEME	Tynes Elementary	Appointment
	WILLIAMS, ANNA ATTAWAY TES SAFETY PATROL SUPPLEME	Tynes Elementary	Appointment
	WILLIAMS, CASSIDY J MBE ELEM PERF/PROD SUPPLEME	Middleburg Elementary	Appointment
	WILLIAMS, KAYLA ELAINE OVE DEPT HEAD (6-10) SUPPLEME	Oakleaf Village Elementary	Appointment
	WILLIAMS, MARY EDITH SLE ELEM PERF/PROD SUPPLEME	Shadowlawn Elementary	Appointment
	WILLIAMS, PATRICIA LOUISE FIH DRAMA SH SUPPLEME	Fleming Island High School	Appointment
	WILLIAMS, ROBBIN S MCE DEPT HD (3-5) SUPPLEME	Montclair Elementary	Appointment
	WILLIAMS, TARA ASHLYN AES DEPT HEAD (6-10) SUPPLEME	Argyle Elementary	Appointment
	WILLIAMS, TRICIA LEE PADLAN RVE ELEM PERF/PROD SUPPLEME	Ridgeview Elementary	Appointment
	WILLIS, JESSICA DAWN TBE DEPT HEAD (6-10) SUPPLEME	Thunderbolt Elementary	Appointment
	WILLIS, TRACINA MONTAE DOE DEPT HEAD (6-10) SUPPLEME	Discovery Oaks Elementary	Appointment
	WILLIS, TRACINA MONTAE INST APPLICATION FACILITATOR SUPPLEME	Discovery Oaks Elementary	Appointment
0.5	WILSON, JEANIE S LAJ DEPT HEAD (6-10) SUPPLEME	Lake Asbury Junior High School	Appointment
	WILSON, JEANIE S LAJ TRACK HD JH SUPPLEME	Lake Asbury Junior High School	Appointment
	WILSON, SHARON HELENE CGE DEPT HD (3-5)	Coppergate Elementary	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	SUPPLEME		
	WILSON, STEPHANY ROBIN OLJ DEPT HEAD (6-10) SUPPLEME	Oakleaf Junior High School	Appointment
	WILSON, STEPHANY ROBIN OLJ VOLLEYBALL HD JH SUPPLEME	Oakleaf Junior High School	Appointment
	WINE, MEGHAN R GPE DEPT HD (3-5) SUPPLEME	Grove Park Elementary	Appointment
	WINFREE, KIMBERLY DIANE KHE DEPT HEAD (6-10) SUPPLEME	Keystone Heights Elementary	Appointment
	WINGATE, CINDY WILSON OPH NATIONAL BETA CLUB SP SUPPLEME	Orange Park High	Appointment
	WOFFORD, MARK S OPJ BASEBALL HEAD JH SUPPLEME	Orange Park Jr High	Appointment
	WOLFE, LAUREN MICHELE OPH DEPT HEAD (11-16) SUPPLEME	Orange Park High	Appointment
	WOLFE, RYAN MICHAEL MHS FOOTBALL HD HS 25% SUPPLEME	Middleburg High	Appointment
	WOLFE, RYAN MICHAEL MHS FOOTBALL HD SH 75% SUPPLEME	Middleburg High	Appointment
0.5	WOODLEY, JACQUELYN RAE MHS SOPHMORE CLASS SPON SUPPLEME	Middleburg High	Appointment
	WOOTEN, BETTY J MBE SAFETY PATROL SUPPLEME	Middleburg Elementary	Appointment
	WRENN, KELLY WILLIAMSON SBJ DEPT HD (3-5) SUPPLEME	S. Bryan Jennings Elementary	Appointment
	WRIGHT, KATHRYN LETSINGER WES ELEM PERF/PROD SUPPLEME	Wilkinson Elementary	Appointment
	WUCHER, VICKIE M MCE ESE INTERVENTION FAC. SUPPLEME	Montclair Elementary	Appointment
	WYLIE, STEPHANIE N GCJ SOFTBALL FP HD JH SUPPLEME	Green Cove Springs Junior High	Appointment
0.5	WYNN-DOBBS, MICHELLE LEE OHS CO-CURR CLUB SUPPLEME	Oakleaf High School	Appointment
0.5	YACAVONE, GREER E LAJ DEPT HEAD (6-10) SUPPLEME	Lake Asbury Junior High School	Appointment
	YANCEY, KENNETH EARL MHS SOCCER HEAD SH SUPPLEME	Middleburg High	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	YOST, RHODA LEANN LAE DEPT HD (3-5) SUPPLEME	Lake Asbury Elementary	Appointment
	YOST, RHODA LEANN LAE SAFETY PATROL SUPPLEME	Lake Asbury Elementary	Appointment
	YOUNG, MEGAN ELISE AES DEPT HD (3-5) SUPPLEME	Argyle Elementary	Appointment
0.5	ZIEGLER, SABRE ANN TES DEPT HEAD (11-16) SUPPLEME	Tynes Elementary	Appointment
0.5	ZIMARDO, KATHY F OPH JUNIOR CLASS SPONSOR SUPPLEME	Orange Park High	Appointment

### III. INSTRUCTIONAL ACTIONS 2021-2022

#### G. PENDING APPOINTMENTS

<u>Name</u>	<u>Site</u>	<u>Subject</u>	<u>OOF Subject</u>	<u>Effective</u>
NONE				

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### III. INSTRUCTIONAL ACTIONS 2021-2022

#### H. OUT OF FIELD

<u>Name</u>	<u>Site</u>	<u>Subject</u>	<u>OOF Subject</u>
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NONE

DRAFT

**A. SUMMER SCHOOL**

<b><u>Name/Assignment</u></b>	<b><u>Site</u></b>	<b><u>Effective Dates</u></b>
ADKISON, KAREY ELIZABETH SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-06-07 - 2021-06-30
ALLISON, CANDACE LEAH SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-06-07 - 2021-06-30
ANDERSON, DEBORAH KAY TRN BUS AIDE SUMMER	Argyle Elementary	Effective 2021-06-14 - 2021-06-30
BROWN, LEANN C OVE GEN CLRM ASST SS	Oakleaf Village Elementary	Effective 2021-06-22 - 2021-06-30
CARVER, LAURIE ANN SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-06-07 - 2021-06-30
COMER, TERRI ELIZABETH SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-06-07 - 2021-06-30
CUNNINGHAM, JENNIFER CAMILLE SUMMER SCHOOL TEACHER ESE	Exceptional Student Education	Effective 2021-06-07 - 2021-06-30
CUNNINGHAM, KELLY MARIE SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-06-07 - 2021-06-30
EVATT, LORRAINE PHILLIPS SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-06-07 - 2021-06-30
JOSHUA, SARAH ALICE SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-06-07 - 2021-06-30
JUDD, HOLLY MICHELE WES GEN CLRM ASST SS	Wilkinson Elementary	Effective 2021-06-21 - 2021-06-30
KEELEY, LEAH DIANE SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-06-07 - 2021-06-30
KIRNIE, KATHLEEN MARIE SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-06-07 - 2021-06-30
LEE, JENNY ELISABETH SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-06-07 - 2021-06-30
MCKEEL, JENNIFER KARA SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-06-07 - 2021-06-30
MORRISON, KIMBERLY TOWNSEND SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-06-07 - 2021-06-30
OSTEEN, STEPHANIE STALNAKER SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-06-14 - 2021-06-30
PETERSEN, KIMBERLY K SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-06-07 - 2021-06-30
PRYOR, EMILY ANNE SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-06-07 - 2021-06-30
ROUNTREE, BOBBIE JEAN SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-06-07 - 2021-06-30
ROWE, EMILY C SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-06-07 - 2021-06-30
SHERROW, ASHLEY M RHS ESE ASST SUMMER SCHOOL	Ridgeview High School	Effective 2021-06-14 - 2021-06-30
SHIPLEY, CASSANDRA NICOLE SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-06-07 - 2021-06-30
SMOAK, ANNE ELIZABETH SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-06-07 - 2021-06-30
THOMAS, JILL MARGARET SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-06-07 - 2021-06-30
ZEIGLER JR, RICHARD E BLC ESE ASST. SS	Charles E. Bennett Elementary	Effective 2021-06-21 - 2021-06-30



#### **IV. INSTRUCTIONAL MISCELLANEOUS ACTIONS 2020-2021**

##### **B. COMMUNITY EDUCATION**

###### **Appointments**

NONE

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#### **IV. INSTRUCTIONAL MISCELLANEOUS ACTIONS 2020-2021**

##### **C. ADULT EDUCATION**

###### **Appointments**

NONE

DRAFT

**A. SUMMER SCHOOL**

<b>Name/Assignment</b>	<b>Site</b>	<b>Effective Dates</b>
ADKISON, KAREY ELIZABETH SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-07-01 - 2021-07-30
ALLISON, CANDACE LEAH SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-07-01 - 2021-07-30
ANDERSON, DEBORAH KAY TRN BUS AIDE SUMMER	Argyle Elementary	Effective 2021-07-01 - 2021-07-22
BROOKS, MEGGHAN ELIZABETH SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-07-01 - 2021-07-30
BROWN, LEANN C OVE GEN CLRM ASST SS	Oakleaf Village Elementary	Effective 2021-07-01 - 2021-07-22
CARVER, LAURIE ANN SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-07-01 - 2021-07-30
COMER, TERRI ELIZABETH SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-07-01 - 2021-07-30
CUNNINGHAM, JENNIFER CAMILLE SUMMER SCHOOL TEACHER ESE	Exceptional Student Education	Effective 2021-07-01 - 2021-07-30
CUNNINGHAM, KELLY MARIE SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-07-01 - 2021-07-30
EVATT, LORRAINE PHILLIPS SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-07-01 - 2021-07-30
HENDERSON, JAMES ROLAND SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-07-01 - 2021-07-13
HOBBS, KIMBERLY MARIE SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-07-06 - 2021-07-30
JOSHUA, SARAH ALICE SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-07-01 - 2021-07-30
JUDD, HOLLY MICHELE WES GEN CLRM ASST SS	Wilkinson Elementary	Effective 2021-07-01 - 2021-07-22
KEELEY, LEAH DIANE SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-07-01 - 2021-07-30
KIRNIE, KATHLEEN MARIE SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-07-01 - 2021-07-30
LEE, JENNY ELISABETH SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-07-01 - 2021-07-30
MCCONNELL, ERICA O SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-07-01 - 2021-07-30
MCKEEL, JENNIFER KARA SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-07-01 - 2021-07-30
MORRISON, KIMBERLY TOWNSEND SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-07-01 - 2021-07-30
PETERSEN, KIMBERLY K SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-07-01 - 2021-07-30
PRYOR, EMILY ANNE SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-07-01 - 2021-07-30
ROUNTREE, BOBBIE JEAN SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-07-01 - 2021-07-30
ROWE, EMILY C SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-07-01 - 2021-07-30
SEGARS, JAMIE OLIVIA SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-07-01 - 2021-07-22
SHERROW, ASHLEY M RHS ESE ASST SUMMER SCHOOL	Ridgeview High School	Effective 2021-07-01 - 2021-07-22

**A. SUMMER SCHOOL**

<u>Name/Assignment</u>	<u>Site</u>	<u>Effective Dates</u>
SHIPLEY, CASSANDRA NICOLE SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-07-01 - 2021-07-30
SMOAK, ANNE ELIZABETH SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-07-01 - 2021-07-30
THOMAS, JILL MARGARET SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2021-07-01 - 2021-07-30
TITCHENELL, JASMINE E RHS ESE ASST SUMMER SCHOOL	Ridgeview High School	Effective 2021-07-12 - 2021-07-22
ZEIGLER JR, RICHARD E BLC ESE ASST. SS	Charles E. Bennett Elementary	Effective 2021-07-01 - 2021-07-22

#### **IV. INSTRUCTIONAL MISCELLANEOUS ACTIONS 2021-2022**

##### **B. COMMUNITY EDUCATION**

###### **Appointments**

NONE

DRAFT

#### **IV. INSTRUCTIONAL MISCELLANEOUS ACTIONS 2021-2022**

##### **C. ADULT EDUCATION**

###### **Appointments**

NONE

DRAFT

**V. INSTRUCTIONAL SUBSTITUTE TEACHER ACTIONS 2020-2021**

**A. SUBSTITUTE TEACHER APPROVAL**

**Appointments**

NONE

DRAFT

**V. INSTRUCTIONAL SUBSTITUTE TEACHER ACTIONS 2021-2022**

**A. SUBSTITUTE TEACHER APPROVAL**

**Appointments**

NONE

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## VI. Support Actions

### A. APPOINTMENT

<u>Name/Assignment</u>	<u>Site</u>	<u>Action/Effective</u>
BASDON, VANGIER YVETTE LES CUSTODIAN 12 MO SU	Lakeside Elementary	Effective 2021-06-08 12 MO SU / Annual
COLLINS, VICTORIA L RVE CUSTODIAN 12 MO SU	Ridgeview Elementary	Effective 2021-06-10 12 MO SU / Annual
EDDY, DUANE KENTON CAFE/KITCHEN EQUIP TECH 12 MO SU	Division of Support Svcs	Effective 2021-06-15 12 MO SU / Annual
HANE, WENDY LEE ROE ST RECORD SEC 12 MO 12 MO SU	Rideout Elementary	Effective 2021-06-08 12 MO SU / Annual
PAINTER, SHELLY LYNN ACE CUSTODIAN 12 MO SU	Adult/Community Education	Effective 2021-06-10 12 MO SU / Annual
SATER, TINA MARIE FIH CUSTODIAN 12 MO SU	Fleming Island High School	Effective 2021-06-15 12 MO SU / Annual

**VI. Support Actions**

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**B. RE-APPOINTMENT**

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<u>Name/Assignment</u>	<u>Site</u>	
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**VI. Support Actions**

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**C. RE-DESIGNATION**

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<u>Name/Assignment</u>	<u>Site</u>	
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## VI. Support Actions

### D. TRANSFER

<u>Name/Assignment</u>	<u>Site</u>	<u>Previous</u>
DAVE, NEHA R DIS HEAD CUSTODIAN 12 MO SU	Doctors Inlet Elementary	Effective 2021-06-23 /transfer from / DIS CUSTODIAN
OUELLETTE, ALYSSA CORINE CEB PRINCIPAL SECRETARY CONFIDEN	Charles E. Bennett Elementary	Effective 2021-06-17 /transfer from / CEB TITLE I ASSISTANT

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## VI. Support Actions

### E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Action/Effective</u>
	ANDERSON, MARK C TRN BUS DRIVER TRANSPOR	Transportation	Effective 2021-06-03 RESIGNATION
0.9	BARTOLONE-BRADLEY, MEGHAN ROSE OLJ GENERAL ASSISTANT 9 MON SU	Oakleaf Junior High School	Effective 2021-06-03 CONCLUDE EMPLOYMENT
	BEATTY, KAREN MARIE HMR PERSONNEL ASST CONFIDEN	Human Resources	Effective 2021-06-30 RESIGNATION
	BEBERNITZ, VICKI S CHE TITLE I ASSISTANT 9 MON SU	Clay Hill Elementary	Effective 2021-06-03 RESIGNATION
	BRANHAM, DONOVAN SUPPORT - CWL 12 MO LNG TRM	COUNTY-WIDE LEAVE	Effective 2021-06-30 CONCLUDE EMPLOYMENT
0.9	BRIDGES, KAREN ANETTE MHS BEHAVIORAL HEALTH ASST 9 MON SU	Middleburg High	Effective 2021-06-03 RETIREMENT
	BYERS, YOLANDA D GCJ SECRETARY 11 MO 11 MONTH	Green Cove Springs Junior High	Effective 2021-06-10 RETIREMENT
0.9	CARVER, BOBBY E OHS GENERAL HEALTH ASSISTA 9 MON SU	Oakleaf High School	Effective 2021-06-03 RESIGNATION
	CEBALLOS, DIEGO FERNANDO TRN BUS DRIVER TRANSPOR	Transportation	Effective 2021-06-03 RESIGNATION
0.8	CHECKETTS, MORGAN SUSAN PES HEALTH ASSISTANT 9 MON SU	Robert M. Paterson Elementary	Effective 2021-06-03 RESIGNATION
	DIAZ, DAVID TRN BUS DRIVER TRANSPOR	Transportation	Effective 2021-06-03 RETIREMENT
0.8	FISHER, CHRISTINA D CHE SCHOOL SECRETARY 10 MONTH 10 MONTH	Clay Hill Elementary	Effective 2021-06-04 RESIGNATION
	FRAZE, MARY HELEN SBJ SCHOOL SECRETARY 10 MONTH 10 MONTH	S. Bryan Jennings Elementary	Effective 2021-06-04 CONCLUDE EMPLOYMENT
0.9	GAMBILL, EMMA KATHERINE FIE BEHAVIORAL HEALTH ASST 9 MON SU	Fleming Island Elementary	Effective 2021-06-03 RESIGNATION
	GONZALEZ, JOSE L SUPPORT - CWL 12 MO LNG TRM	COUNTY-WIDE LEAVE	Effective 2021-06-30 CONCLUDE EMPLOYMENT
	GONZALEZ, VICTORIA ANN OHS SCHOOL SEC ADMINISTRATION 10 MONTH	Oakleaf High School	Effective 2021-06-04 RESIGNATION
	HARLEY, KACIE R POE SCHOOL SEC ADMINISTRATION	Swimming Pen Creek Elem	Effective 2021-06-04 RESIGNATION

## VI. Support Actions

### E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Action/Effective</u>
	10 MONTH		
	HARVEY, ALVIN LEE RVE CAFE ASSISTANT 5.5 HOURS 9 MON CA	Ridgeview Elementary	Effective 2021-06-03 RESIGNATION
	HERKO, KAREN ANN CHE CUSTODIAN 12 MO SU	Clay Hill Elementary	Effective 2021-06-29 RESIGNATION
	KELLY, ROSALIND JOY PES CUSTODIAN LNG TRM	Robert M. Paterson Elementary	Effective 2021-06-02 CONCLUDE EMPLOYMENT
	KUSIAK, CHRISTOPHER LEE DIS HEAD CUSTODIAN 12 MO SU	Doctors Inlet Elementary	Effective 2021-06-04 RESIGNATION
	LOUIS, LAURENTE TES CUSTODIAN 12 MO SU	Tynes Elementary	Effective 2021-06-30 CONCLUDE EMPLOYMENT
	MCCREARY, MICHELLE CHARLINE WES IN SCHOOL SUSPENSION 9 MON SU	Wilkinson Elementary	Effective 2021-06-02 RESIGNATION
0.9	MOSS, MCKENZIE ERIN POE BEHAVIORAL HEALTH ASST 9 MON SU	Plantation Oaks Elementary	Effective 2021-06-03 RESIGNATION
	OWENS, BRUCE B CC POLICE DEPT SERGEANT 12 MO SU	School Police Department	Effective 2021-06-27 RESIGNATION
0.9	PACE JR, MICHAEL OPH BEHAVIORAL HEALTH ASST 9 MON SU	Orange Park High	Effective 2021-06-03 RESIGNATION
	PARRISH, SEBRENA Y SCHOOL RESOURCE OFFICER 12 MO SU	School Police Department	Effective 2021-06-30 RESIGNATION
0.2	ROBINSON, VAN E WJH COMPUTER LAB ASSISTANT 9 MON SU	Wilkinson Jr High	Effective 2021-06-03 CONCLUDE EMPLOYMENT
0.8	ROBINSON, VAN E WJH DROP OUT PREV. CR ASST 9 MON SU	Wilkinson Jr High	Effective 2021-06-03 CONCLUDE EMPLOYMENT
	ROMEO, LAUREN J LJH PRINCIPAL SECRETARY CONFIDEN	Lakeside Junior High	Effective 2021-06-30 RESIGNATION
0.9	ROSS, STACIE ANNE LES GENERAL ASSISTANT 9 MON SU	Lakeside Elementary	Effective 2021-06-03 RESIGNATION
	SANDER, CONNIE SUE RHS CAFE ASSISTANT 3.25 HOURS 9 MON CA	Ridgeview High School	Effective 2021-06-02 CONCLUDE EMPLOYMENT
	SANTANA, CARLOS M OPJ CUSTODIAN 12 MO SU	Orange Park Jr High	Effective 2021-06-24 CONCLUDE EMPLOYMENT

## VI. Support Actions

### E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Action/Effective</u>
0.9	SEXTON, AMELIA FAITH POE BEHAVIORAL HEALTH ASST 9 MON SU	Plantation Oaks Elementary	Effective 2021-06-03 RESIGNATION
	SMITH, SANDRA SUE SUPPORT - CWL 9 M0 186 LNG TRM	COUNTY-WIDE LEAVE	Effective 2021-06-03 CONCLUDE EMPLOYMENT
0.9	SMITH, SHAYNE MICHAEL RHS BEHAVIORAL HEALTH ASST 9 MON SU	Ridgeview High School	Effective 2021-06-03 CONCLUDE EMPLOYMENT
0.9	SPRIGGLE, DONNA R LAJ BEHAVIORAL HEALTH ASST LNG TRM	Lake Asbury Junior High School	Effective 2021-06-03 RESIGNATION
	STANFORD, RICKY SCHOOL RESOURCE OFFICER 12 MO SU	School Police Department	Effective 2021-06-18 RESIGNATION
0.9	SUTTON, TRACY J ROE BEHAVIORAL HEALTH ASST 9 MON SU	Rideout Elementary	Effective 2021-06-03 RESIGNATION
0.9	TURNER, AARON KYLE OVE GENERAL HEALTH ASSISTA 9 MON SU	Oakleaf Village Elementary	Effective 2021-06-03 RESIGNATION
	URSO, ERIC RYAN TRN MECHANIC LNG TRM	Transportation	Effective 2021-05-28 CONCLUDE EMPLOYMENT
0.9	VALERO, GLENN A SUPPORT - CWL 9 M0 188 LNG TRM	COUNTY-WIDE LEAVE	Effective 2021-06-03 CONCLUDE EMPLOYMENT
0.9	VOGT, KAYLLA TEAL SPC BEHAVIORAL HEALTH ASST 9 MON SU	Swimming Pen Creek Elem	Effective 2021-06-03 RESIGNATION
	WOOD, TESSA ANN GCJ CAFE ASSISTANT 4 HOURS 9 MON CA	Green Cove Springs Junior High	Effective 2021-05-18 RESIGNATION

## VI. Support Actions

### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Previous</u>
0.3	BRADSHAW, JENNIFER J WJH SOFTBALL FP HD JH SUPPLEME	Wilkinson Jr High	Appointment
	NICHOLSON, CORY JACOB RHS FOOTBALL ASST HS 25% SUPPLEME	Ridgeview High School	Appointment

DRAFT



## VI. Support Actions

### A. APPOINTMENT

	<b>Name/Assignment</b>	<b>Site</b>	<b>Action/Effective</b>
0.9	BILLINGS, SAMANTHA ALEXANDRA WEC GENERAL ASSISTANT 9 MON SU	W.E. Cherry Elementary	Effective 2021-08-06 9 MON SU / Annual
0.9	BUSSEY, AMANDA MICHELLE FIE BEHAVIORAL HEALTH ASST 9 MON SU	Fleming Island Elementary	Effective 2021-08-06 9 MON SU / Annual
0.9	CADLEY MACH, KIMBERLY G MCE BEHAVIORAL HEALTH ASST 9 MON SU	Montclair Elementary	Effective 2021-08-06 9 MON SU / Annual
0.9	CARAWAY, TAYLOR ANNE TES BEHAVIORAL HEALTH ASST 9 MON SU	Tynes Elementary	Effective 2021-08-06 9 MON SU / Annual
	CONNELL, CODY MICHAEL TES CUSTODIAN 12 MO SU	Tynes Elementary	Effective 2021-07-08 12 MO SU / Annual
0.8	DELEON, JULIA TERESA DIS ESOL CLASSROOM ASSISTANT 9 MON SU	Doctors Inlet Elementary	Effective 2021-08-10 9 MON SU / limited
0.8	FIGUEROA, FRANCES MCE ESOL CLASSROOM ASSISTANT 9 MON SU	Montclair Elementary	Effective 2021-08-10 9 MON SU / limited
0.8	FUENTES, MARIBEL SBJ ESOL CLASSROOM ASSISTANT 9 MON SU	S. Bryan Jennings Elementary	Effective 2021-08-10 9 MON SU / limited
	FULLWOOD, BONITA DELPHINE POE CAFE ASSISTANT 6 HOURS 9 MON CA	Plantation Oaks Elementary	Effective 2021-08-09 9 MON CA / Annual
0.8	GONZALEZ, CLAUDIA IDELSA PES ESOL CLASSROOM ASSISTANT 9 MON SU	Robert M. Paterson Elementary	Effective 2021-08-10 9 MON SU / limited
0.9	GONZALEZPANZO, SANDY MARIE FIE BEHAVIORAL HEALTH ASST 9 MON SU	Fleming Island Elementary	Effective 2021-08-06 9 MON SU / Annual
0.9	JENKINS, FRANK ALBERT RHS GENERAL HEALTH ASSISTA 9 MON SU	Ridgeview High School	Effective 2021-08-06 9 MON SU / Annual
	KIRKPATRICK, TAYLOR JAMES ITS TECH SPECIALIST 12 MO SU	INFORMATION AND TECH SERVICES	Effective 2021-07-08 12 MO SU / Annual
	MCLAUGHLIN, MICHAEL LANE MNT PAINTER 12 MO SU	Division of Support Svcs	Effective 2021-07-08 12 MO SU / Annual
	MICHAEL, MYRIAM A CEB ESOL CLASSROOM ASSISTANT 9 MON SU	Charles E. Bennett Elementary	Effective 2021-08-10 9 MON SU / limited
0.8	ORTS-HERNANDEZ, VIVIAN TES ESOL CLASSROOM	Tynes Elementary	Effective 2021-08-10 9 MON SU / limited

## VI. Support Actions

### A. APPOINTMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Action/Effective</u>
	ASSISTANT 9 MON SU		
0.8	PEREZ, BELINDA POE ESOL CLASSROOM ASSISTANT 9 MON SU	Plantation Oaks Elementary	Effective 2021-08-10 9 MON SU / limited
0.9	PICKMAN, STEPHANIE RAE RHS GENERAL HEALTH ASSISTA 9 MON SU	Ridgeview High School	Effective 2021-08-06 9 MON SU / Annual
	PLAIA, VITO SCHOOL RESOURCE OFFICER 12 MO SU	Oakleaf Junior High School	Effective 2021-07-12 12 MO SU / AC Safety and Security
0.8	RABE, ELIZA JEAN MRE GENERIC CLASSROOM ASSISTAN 9 MON SU	Mcrae Elementary	Effective 2021-08-06 9 MON SU / Annual
0.1	RABE, ELIZA JEAN MRE TITLE I ASSISTANT 9 MON SU	Mcrae Elementary	Effective 2021-08-06 9 MON SU / Annual
0.8	RODRIGUEZ-TORRES, PAOLANIS MCE ESOL CLASSROOM ASSISTANT 9 MON SU	Montclair Elementary	Effective 2021-08-10 9 MON SU / limited
	ROQUEMORE, CHRISTOPHER LEIGH GPE CUSTODIAN 12 MO SU	Grove Park Elementary	Effective 2021-07-08 12 MO SU / Annual
	ROSARIO, ELBA IRIS PES CUSTODIAN 12 MO SU	Robert M. Paterson Elementary	Effective 2021-07-08 12 MO SU / Annual
0.8	ROSS, SARA E DOE ESOL CLASSROOM ASSISTANT 9 MON SU	Discovery Oaks Elementary	Effective 2021-08-10 9 MON SU / limited
0.8	SANTIAGO, KISSELY YARIE LES ESOL CLASSROOM ASSISTANT 9 MON SU	Lakeside Elementary	Effective 2021-08-10 9 MON SU / limited
0.9	SARRIA MORANO, ROGER IVAN FIE BEHAVIORAL HEALTH ASST 9 MON SU	Fleming Island Elementary	Effective 2021-08-06 9 MON SU / Annual
	SPARKMAN, ELIZABETH DIANE CHS REGISTERED NURSE 10 MONTH	Clay High	Effective 2021-08-02 10 MONTH / Annual
0.9	STEWART, JENNIFER S FIE GENERAL HEALTH ASSISTA 9 MON SU	Fleming Island Elementary	Effective 2021-08-06 9 MON SU / Annual

## VI. Support Actions

### B. RE-APPOINTMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
	BAKER, CELESTE SHARON OPH CAFE ASSISTANT 6.5 HOURS 9 MON CA	Orange Park High	9 MON CA / Annual
	BASDON, VANGIER YVETTE LES CUSTODIAN 12 MO SU	Lakeside Elementary	12 MO SU / Annual
	BILLINGS, YVONNE FAITH TRN ADMIN SUPPORT ASSISTANT 12 MO SU	Transportation	12 MO SU / Multi-Year Conditional
0.9	BURCH, CASSANDRA TINA RHS BEHAVIORAL HEALTH ASST 9 MON SU	Ridgeview High School	9 MON SU / Annual
	CARTER, JUDY ANN OPH CAFE ASSISTANT 5 HOURS 9 MON CA	Orange Park High	9 MON CA / Annual
0.9	CARTER, KAMESA EVETTE BLC BEHAVIORAL HEALTH ASST 9 MON SU	Bannerman Learning Center	9 MON SU / Annual
	COLLINS, VICTORIA L RVE CUSTODIAN 12 MO SU	Ridgeview Elementary	12 MO SU / Annual
0.9	CWYNAR, LISA DANIELE CGE BEHAVIORAL HEALTH ASST 9 MON SU	Coppergate Elementary	9 MON SU / Annual
0.9	DI FINI, KATRINA DAWN CGE BEHAVIORAL HEALTH ASST 9 MON SU	Coppergate Elementary	9 MON SU / Annual
0.9	DOOLEY, KATRINA LATISSA LJH BEHAVIORAL HEALTH ASST 9 MON SU	Lakeside Junior High	9 MON SU / Annual
	DYER, WILLIAM FREDERICK SCHOOL RESOURCE OFFICER 12 MO SU	School Police Department	12 MO SU / AC Safety and Security
	EDDY, DUANE KENTON CAFE/KITCHEN EQUIP TECH 12 MO SU	Division of Support Svcs	12 MO SU / Annual
	EDWARDS, BRANDY MICHELLE KHH CAFE ASSISTANT 3.5 HOURS 9 MON CA	Keystone Heights High School	9 MON CA / Annual
0.9	GARDNER, BRANDON MICHAEL LJH BEHAVIORAL HEALTH ASST 9 MON SU	Lakeside Junior High	9 MON SU / Annual
0.6	GONZALEZ MORENO, ISABEL RHS CHILD CARE ASSISTANT 9 MON SU	Ridgeview High School	9 MON SU / Annual
	GORDON, COLETHIA GCJ CUSTODIAN 12 MO SU	Green Cove Springs Junior High	12 MO SU / Multi-Year Conditional

## VI. Support Actions

### B. RE-APPOINTMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
0.9	GRIER, JORDAE CORNELL RHS BEHAVIORAL HEALTH ASST 9 MON SU	Ridgeview High School	9 MON SU / Annual
0.9	GURUNG, CRISTAL ANNE OLJ BEHAVIORAL HEALTH ASST 9 MON SU	Oakleaf Junior High School	9 MON SU / Annual
	HALE, CYNTHIA ELLEN OVE CAFE ASSISTANT 6.75 HOURS 9 MON CA	Oakleaf Village Elementary	9 MON CA / Annual
	HANE, WENDY LEE ROE ST RECORD SEC 12 MO 12 MO SU	Rideout Elementary	12 MO SU / Annual
	HARRISON, IAN CHRISTOPHE CHS CUSTODIAN 12 MO SU	Clay High	12 MO SU / Annual
	HARVIN, PATRICK BRUCE ACCESS CONTROL TECHNICIAN 12 MO SU	SAFETY AND SECURITY	12 MO SU /
	HEISEL, ELIZABETH A DIS CUSTODIAN 12 MO SU	Doctors Inlet Elementary	12 MO SU / Annual
0.9	HOSPITAL, STEPHEN CLYDE BLC BEHAVIORAL HEALTH ASST 9 MON SU	Bannerman Learning Center	9 MON SU / Annual
0.8	HOUSTON, JAN KHH DROP OUT PREV. CR ASST 9 MON SU	Keystone Heights High School	9 MON SU / Multi-Year Conditional
	JACKSON, STACY LOUISE OHS CUSTODIAN 12 MO SU	Oakleaf High School	12 MO SU / Annual
	JETT, TAMMY K MHS CAFE ASSISTANT 4 HOURS 9 MON CA	Middleburg High	9 MON CA / Annual
0.9	KENNEDY, BARBARA M ROE BEHAVIORAL HEALTH ASST 9 MON SU	Rideout Elementary	9 MON SU / Multi-Year Conditional
0.9	LEE, JAMEE LORRAINE RHS BEHAVIORAL HEALTH ASST 9 MON SU	Ridgeview High School	9 MON SU / Annual
0.8	LOPEZ, YOLANDITA M OVE ESOL CLASSROOM ASSISTANT 9 MON SU	Oakleaf Village Elementary	9 MON SU / Multi-Year Conditional
	MANGRUM, KAREN JOYCE FIH CAFE ASSISTANT 4.5 HOURS 9 MON CA	Fleming Island High School	9 MON CA / Annual
	MIDDLETON, CHRISTIAN MCKADE	Division of Support Svcs	12 MO SU / Annual

## VI. Support Actions

### B. RE-APPOINTMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
	MNT CARPENTER ASSISTANT 12 MO SU		
0.9	MILLER MARTELLE, TRICIA MICHEE LJH BEHAVIORAL HEALTH ASST 9 MON SU	Lakeside Junior High	9 MON SU / Annual
0.9	MILLER, COURTENEY PEARL BLC BEHAVIORAL HEALTH ASST 9 MON SU	Bannerman Learning Center	9 MON SU / Annual
	NEWPORT, WESTON R OLJ CUSTODIAN 12 MO SU	Oakleaf Junior High School	12 MO SU / Annual
	PAINTER, SHELLY LYNN ACE CUSTODIAN 12 MO SU	Adult/Community Education	12 MO SU / Annual
	PARRA DE MORALES, ALEJANDRA RHS CAFE ASSISTANT 3.5 HOURS 9 MON CA	Ridgeview High School	9 MON CA / Annual
0.9	PATE, RENEE S BLC BEHAVIORAL HEALTH ASST 9 MON SU	Bannerman Learning Center	9 MON SU / Annual
	PENN, DERRICK HOLLISTER MNT HVAC TECH 12 MO SU	Division of Support Svcs	12 MO SU / Annual
0.8	PEREZ BURGOS, JOSE ALBERTO CGE ESOL CLASSROOM ASSISTANT 9 MON SU	Coppergate Elementary	9 MON SU / Annual
	POWERS, KANDIS L BLC MEDIA TECHNICAL ASST 10 MONTH	Bannerman Learning Center	10 MONTH / 3rd year annual, support
0.9	RAMOS, ANGELEE MARIE OLJ BEHAVIORAL HEALTH ASST 9 MON SU	Oakleaf Junior High School	9 MON SU / Annual
	RINALDO, JENNIFER LYNN RVE CAFE ASSISTANT 5.5 HOURS 9 MON CA	Ridgeview Elementary	9 MON CA / Annual
0.9	RINERE, JENNY LYNN LAJ GENERAL HEALTH ASSISTA 9 MON SU	Lake Asbury Junior High School	9 MON SU / Annual
	RUTTLE, KEVIN GREGORY MNT HVAC TECH 12 MO SU	Division of Support Svcs	12 MO SU / Annual
	SATER, TINA MARIE FIH CUSTODIAN 12 MO SU	Fleming Island High School	12 MO SU / Annual
	SAYLOR, PAMELA ROXANNE OPH CAFE ASSISTANT 5 HOURS	Orange Park High	9 MON CA / Annual

## VI. Support Actions

### B. RE-APPOINTMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
	9 MON CA		
0.8	SPOFFORD, JANET LESLIE OPE GENERIC CLASSROOM ASSISTAN 9 MON SU	Orange Park Elementary	9 MON SU / Multi-Year Conditional
	THOMAS, LYNN THROWER TRN ADMIN SUPPORT ASSISTANT 12 MO SU	Transportation	12 MO SU /
	WAID, JOSEPH E SCHOOL RESOURCE OFFICER 12 MO SU	School Police Department	12 MO SU / AC Safety and Security
	WILKINSON, MIRANDA LEIGH SCHOOL RESOURCE OFFICER 12 MO SU	School Police Department	12 MO SU / AC Safety and Security
	WILSON, RODERICK DOMINIC FIH CUSTODIAN 12 MO SU	Fleming Island High School	12 MO SU / Annual
	ZAYAS JR, JOSE OHS CAFE ASSISTANT 7.5 HOURS 9 MON CA	Oakleaf High School	9 MON CA / Annual

## VI. Support Actions

### C. RE-DESIGNATION

<u>Name/Assignment</u>	<u>Site</u>	<u>Previous</u>
BARTON-WEEKS, ELAINE LARUE PURCHASING SUPPORT ASSISTANT 12 MO SU	Business Affairs	EFFECTIVE 2021-07-01 RE- DESIGNATE FROM BAF ACCOUNTING SUPPORT ASST
CRUZALEGUIVASQUEZ, ROSMERY J FIE CAFE ASSISTANT 6.25 HOURS 9 MON CA	Fleming Island Elementary	EFFECTIVE 2021-08-09 RE- DESIGNATE FROM FIE CAFE ASST 5.75 HOURS
DAVIS, MISAOKO FIE CAFE ASSISTANT 4.5 HOURS 9 MON CA	Fleming Island Elementary	EFFECTIVE 2021-08-09 RE- DESIGNATE FROM FIE CAFE ASST 4 HOURS
PUCKETT, HEATHER NICOLE CHE CAFE ASSISTANT 4 HOURS 9 MON CA	Clay Hill Elementary	EFFECTIVE 2021-08-09 RE- DESIGNATE FROM REAPPOINT TO TRANSFER
RIVAS, ERICKA NINOSKA FIE CAFE ASSISTANT 4.5 HOURS 9 MON CA	Fleming Island Elementary	EFFECTIVE 2021-08-09 RE- DESIGNATE FROM FIE CAFE ASST 4 HOURS

## VI. Support Actions

### D. TRANSFER

	<u>Name/Assignment</u>	<u>Site</u>	<u>Previous</u>
	ARNOLD, DANA M SBJ CUSTODIAN 12 MO SU	Tynes Elementary	Effective 2021-07-19 /transfer from / TES CUSTODIAN
	BLACK, SHARON R LJH PRINCIPAL SECRETARY CONFIDEN	Lakeside Junior High	EFFECTIVE 2021-07-06 TRANSFER FROM LAJ SCHOOL SECRETARY 10 MONTH
	CARROLL, GLENDA MICHELLE OVE PRINCIPAL SECRETARY CONFIDEN	Oakleaf Village Elementary	EFFECTIVE 2021-07-01 TRANSFER FROM TRN ADMIN SUPPORT ASSISTANT
	CHANTRELL, TWYLA MARIE WJH CUSTODIAN 12 MO SU	Wilkinson Jr High	EFFECTIVE 2021-07-01 TRANSFER FROM TES CUSTODIAN
	CLARKE-STATON, GLENDA LYNN RVE IN SCHOOL SUSPENSION 9 MON SU	Ridgeview Elementary	EFFECTIVE 2021-08-10 TRANSFER FROM RVE GENERAL HEALTH ASST
	COX, ASHLEY N WEC SCHOOL SEC ADMINISTRATION 10 MONTH	W.E. Cherry Elementary	EFFECTIVE 2021-08-02 TRANFERS FROM WEC GENERAL HEALTH ASST
	DAVE, NEHA R DIS HEAD CUSTODIAN 12 MO SU	Doctors Inlet Elementary	EFFECTIVE 2021-07-01 TRANSFER FROM DIS CUSTODIAN
	DRURY, ZOIE C SLE CAFE ASSISTANT 6.25 HOURS 9 MON CA	Shadowlawn Elementary	EFFECTIVE 2021-08-09 TRANSFER FROM SLE CAFE ASST 5.75 HOURS
	DUBLIN, THOMAS ALLEN MNT HEAVY EQUIP OPERATOR 12 MO SU	Division of Support Svcs	EFFECTIVE 2021-07-01 TRANSFER FROM TRN MECHANIC
	FOLEY, SARAH J KHH CAFE ASSISTANT 6.25 HOURS 9 MON CA	Keystone Heights High School	EFFECTIVE 2021-08-09 TRANSFER FROM KHH CAFE ASST 5.75 HOURS
0.9	HENRY, GASSETTIA O LAE BEHAVIORAL HEALTH ASST 9 MON SU	Lake Asbury Elementary	EFFECTIVE 2021-08-06 TRANSFER FROM CEB GENERAL ASST
	HUNTER, KENNETH L MNT LEAD ELECTRICAL TECHNICIAN 12 MO SU	Division of Support Svcs	EFFECTIVE 2021-07-01 TRANSFER FROM MNT ELECTRICAL TECHNICIAN
	INGRAM, MARY LEE ANN OPR CUSTODIAN 12 MO SU	Division of Support Svcs	EFFECTIVE 2021-07-01 TRANSFER FROM CEB CUSTODIAN
	LEDGER, KELLY DEANNE GCJ SECRETARY 11 MO 11 MONTH	Green Cove Springs Junior High	EFFECTIVE 2021-07-20 TRANSFER FROM OPJ SCHOOL SECRETARY 10 MONTH
0.9	MALONEY, MARILOU J CEB GENERAL ASSISTANT 9 MON SU	Charles E. Bennett Elementary	EFFECTIVE 2021-08-06 TRANSFER FROM SBJ GENERAL ASSISTANT
0.9	MILLER, KIMBERLY DIANE TBE GENERAL HEALTH ASSISTA 9 MON SU	Thunderbolt Elementary	EFFECTIVE 2021-08-06 TRANSFER FROM LAE BEHAVIORAL HEALTH ASST
	NELSON, NICOLE PHILLIPS HMR PERSONNEL ASST	Human Resources	EFFECTIVE 2021-07-01 TRANSFER FROM HMR DATA



## VI. Support Actions

### D. TRANSFER

	<u>Name/Assignment</u>	<u>Site</u>	<u>Previous</u>
	CONFIDEN		ENTRY/RECORDS TECHNICIAN
0.9	NEWMAN, JENNY DAHLAN OVE GENERAL HEALTH ASSISTA 9 MON SU	Oakleaf Village Elementary	EFFECTIVE 2021-08-06 TRANSFER FROM OVE BEHAVIORAL HEALTH ASST
	OUELLETTE, ALYSSA CORINE CEB PRINCIPAL SECRETARY CONFIDEN	Charles E. Bennett Elementary	EFFECTIVE 2021-07-01 TRANSFER FROM CEB TITLE 1 ASSISTANT
	PIMIENTA, CHRISTINE RVE ST RECORD SEC 12 MO 12 MO SU	Ridgeview Elementary	EFFECTIVE 2021-07-12 TRANSFER FROM RVE IN SCHOOL SUSPENSION ASST
	ROBERTS, ASHLEY MARIE SLE CAFE ASSISTANT 5.75 HOURS 9 MON CA	Shadowlawn Elementary	EFFECTIVE 2021-08-09 TRANSFER FROM SLE CAFE ASST 4.25 HOURS
	SAKOWSKI, DINA M FIH ST RECORD SEC 12 MO 12 MO SU	Fleming Island High School	EFFECTIVE 2021-07-12 TRANSFER FROM FIH SCHOOL SECRETARY 10 MONTH
	SCOTT, LAUREN JOY ROE SECRETARY 11 MO 11 MONTH	Rideout Elementary	EFFECTIVE 2021-07-20 TRANSFER FROM TBE BEHAVIORAL HEALTH ASST
	TAYLOR, BLAIR MICHAEL CGE CUSTODIAN 12 MO SU	Coppergate Elementary	EFFECTIVE 2021-07-01 TRANSFER FROM GPE CUSTODIAN
0.9	WILLS, MARY KATHERINE TBE BEHAVIORAL HEALTH ASST 9 MON SU	Thunderbolt Elementary	Effective 2021-08-06 /transfer from / TBE CUSTODIAN
0.9	WINTER, FAITH E LAE BEHAVIORAL HEALTH ASST 9 MON SU	Lake Asbury Elementary	EFFECTIVE 2021-08-06 TRANSFER FROM TES BEHAVIORAL HEALTH ASST

**VI. Support Actions****E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT**

<u>Name/Assignment</u>	<u>Site</u>	
CURRY JR, ROBERT L SCHOOL RESOURCE OFFICER 12 MO SU	School Police Department	Effective 2021-07-12 RESIGNATION

## VI. Support Actions

### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Previous</u>
	AFLLEJE, ELIZABETH ANN LJH TRACK HD JH SUPPLEME	Lakeside Junior High	Appointment
	AFLLEJE, ELIZABETH ANN LJH VOLLEYBALL HD JH SUPPLEME	Lakeside Junior High	Appointment
	ALLEN SR, DANIEL A OPH SOCCER HEAD JV SUPPLEME	Orange Park High	Appointment
	BRIDGES, AARON JASON MHS BASKETBALL ASST SH SUPPLEME	Lake Asbury Junior High School	Appointment
	BROWN, NATHANIEL OHS BASKETBALL ASST SH SUPPLEME	Oakleaf High School	Appointment
	BUCKLEW, JENNIFER ANN FIH SOFTBALL FP HD SH SUPPLEME	Fleming Island High School	Appointment
	CANNON, BURT M LJH BASKETBALL HD JH SUPPLEME	Lakeside Junior High	Appointment
0.5	CAYANAN, JOSEPHINE GPE SAFETY PATROL SUPPLEME	Grove Park Elementary	Appointment
	CHAMBERS, TREMER OHS CHEERLEADING JV SUPPLEME	Argyle Elementary	
	CLINE, KAITLYN ANN KHH SOFTBALL FP HD JV SUPPLEME	Mcrae Elementary	Appointment
	CLINE, KAITLYN ANN KHH VOLLEYBALL HD SH SUPPLEME	Mcrae Elementary	Appointment
	DEMENT, ADAM T OPH SOCCER HEAD SH SUPPLEME	Orange Park High	Appointment
	DOOLEY, ROBIN J KHE DISCRETIONARY SUPPLEME	Keystone Heights Elementary	Appointment
	EDWARDS, BRIDGET C SBJ SAFETY PATROL SUPPLEME	S. Bryan Jennings Elementary	Appointment
	GARCIA, ROBERT WILLIAM OPH TRACK HD SH SUPPLEME	Orange Park High	Appointment
0.5	HENDRY, SHAVON M CHE DEPT HEAD (6-10) SUPPLEME	Clay Hill Elementary	Appointment
	HENDRY, SHAVON M CHE SAFETY PATROL SUPPLEME	Clay Hill Elementary	Appointment
	HOUSTON, KARLENE K OLJ DISCRETIONARY SUPPLEME	Oakleaf Junior High School	
	JACKSON, JOHN WILLIAM KHH GOLF HD SH	Keystone Heights High School	Appointment

**VI. Support Actions****F. SUPPLEMENT**

	<b><u>Name/Assignment</u></b>	<b><u>Site</u></b>	<b><u>Previous</u></b>
	SUPPLEME		
	JEFFERSON, RONALD SHELTON OHS BASKETBALL ASST SH SUPPLEME	Orange Park High	Appointment
0.5	KENNEDY, REBECCA L CHE DISCRETIONARY SUPPLEME	Clay Hill Elementary	Appointment
	KNOTT, STEVEN W KHH WRESTLING HD SH SUPPLEME	SAFETY AND SECURITY	Appointment
	LEAKEY, LARAMIE RICHELLE MHS TRACK HD SH SUPPLEME	Middleburg High	Appointment
0.5	LEASURE, PAULA A CHE DISCRETIONARY SUPPLEME	Clay Hill Elementary	Appointment
0.3	MARTINEZ, MELISSA ELLEN MHS SENIOR CLASS SPONSOR SUPPLEME	Middleburg High	Appointment
	MCNEILL, MOLLY DIANE FIH TENNIS HD SH SUPPLEME	Fleming Island High School	Appointment
	MEYER, JENNIFER KRISTA OHS VOLLEYBALL HD SH SUPPLEME	Oakleaf High School	Appointment
	MILAM, MICHAELA GRACE MHS DRILL SPONSOR SH SUPPLEME	Ridgeview Elementary	Appointment
	MORAN, CHRISTIAN G OLJ SOCCER HEAD JH SUPPLEME	SAFETY AND SECURITY	Appointment
	NESMITH, MICHAEL B OPH BASKETBALL HD SH SUPPLEME	Orange Park High	Appointment
	POWELL, NICHOLE CARTER OPH CHEERLEADING VARSITY SUPPLEME	Orange Park High	Appointment
0.5	POWELL, SHAWN ANITA GPE SAFETY PATROL SUPPLEME	Grove Park Elementary	Appointment
	REED, BRYAN DOUGLAS LJH FOOTBALL HD JH 25% SUPPLEME	INFORMATION AND TECH SERVICES	Appointment
	REED, BRYAN DOUGLAS LJH FOOTBALL HD JH 75% SUPPLEME	INFORMATION AND TECH SERVICES	Appointment
	SALLIOTTE, JENNIFER M OPH STUDENT COUNCIL SH SUPPLEME	Orange Park High	Appointment
0.5	SAMPLES, RHONDA LATESHA CHE DEPT HD (3-5) SUPPLEME	Clay Hill Elementary	Appointment
	THOMPSON, DARRELL FIH TRACK ASST SH SUPPLEME	CLIMATE AND CULTURE	Appointment

**VI. Support Actions****F. SUPPLEMENT**

<b><u>Name/Assignment</u></b>	<b><u>Site</u></b>	<b><u>Previous</u></b>
TRIPLETT, REBECCA J MHS STUDENT COUNCIL SH SUPPLEME	Middleburg High	Appointment
VALERO, JOSEPH K OPH SOCCER HEAD JV SUPPLEME	SAFETY AND SECURITY	Appointment
WAGNER, AMANDA LEA KHH SOFTBALL FP HD JH SUPPLEME	Keystone Heights High School	Appointment
WEISKOPF, RHIANNON M MHS CHEERLEADING VARSITY SUPPLEME	Middleburg High	Appointment
WILLIAMS, JOEY LEROY FIH BASKETBALL HD SH SUPPLEME	Fleming Island High School	Appointment

## School Board of Clay County

### August 5, 2021 - Regular School Board Meeting

#### Title

C3 - K-12 Academic Services Out of State and Overnight Student Travel

#### Description

The School Board recognizes that field trips, when used for teaching and learning integral to the curriculum, are an educationally sound and important ingredient in the instructional program of the schools. Properly planned and executed field trips supplement and enrich classroom instruction by providing learning experiences that will enhance mastery of the curriculum standards of the State of Florida. A field trip is defined as any planned, student-travel activity which is approved as part of the district's educational program and is under the direct supervision and control of an instructional staff member or any advisor as designated by the Superintendent.

#### Field Trips Details

School	Date	Destination	Group	Purpose
Middleburg High	9/17-18, 2021	Panama City, FL	Varsity Volleyball	Tournament at Arnold High School.
Oakleaf High	4/21-24, 2022	Gatlinburg, TN	Band	Musical performance and culture/historical tours.

#### Gap Analysis

Field trips provide students with a window to the real world that they don't get in the classroom, and they can help students understand real-world applications to abstract concepts.

#### Previous Outcomes

All out of county activity trips are selected, planned, evaluated, and approved or rejected in conformity with written district policy.

#### Expected Outcomes

It is important to recognize that learning outcomes from field trips can range from cognitive to affective outcomes. Exposing students to new experiences and can increase interest and engagement in academics regardless of prior interests.

#### Strategic Plan Goal

Ensure that every classroom provides a quality and rigorous instructional experience in order to elevate student outcomes.

#### Recommendation

That the Clay County School Board approve out of county student travel.

#### Contact

Roger Dailey, Assistant Superintendent of Curriculum & Instruction; roger.dailey@myoneclay.net; 904-336-6904  
Treasure Pickett, Director of K-12 Academic Services; treasure.pickett@myoneclay.net; 904-336-6918

#### Financial Impact

None

#### Review Comments

#### Attachments

⌚ [Aug 2021 - Student Travel.pdf](#)

ADMINISTRATIVELY APPROVED  
PENDING BOARD APPROVAL  
August 5, 2021

SCHOOL DISTRICT OF  
FIELD TRIP REQUEST

1. School Requesting: Middleburg High School
2. Transportation (Check One):  
School Bus(s) \_\_\_\_\_ Private Vehicle(s) ☒ Commercial Carrier \_\_\_\_\_ Other \_\_\_\_\_  
If Commercial Carrier or Other, please state type: \_\_\_\_\_
3. Trip(s) Overnight: Yes ☒ No \_\_\_\_\_ Trip(s) Out-of-State: Yes \_\_\_\_\_ No ☒
4. Dates of Field Trip\*: 9/17-18/2021 Destination\*: Arnold HS - Panama City
5. Group Taking Trip: Varsity Volleyball
6. If using private vehicles, list approved driver(s): TBD Aug 8 2021
7. Educational Value of Field Trip: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
8. Supporting Florida Standards Benchmark(s) with Narrative(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
9. Number of Students\*: 12-15 Number of Chaperones\*: 3-5
10. Cost Per Student: \_\_\_\_\_ Budget Code or Source to be charged: \_\_\_\_\_  
(Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time\*: 7:30 Am 9/17/21 Returning Time\*: 11:00 pm 9/18/21

\*For School Buses, if more than one bus is requested, reference bus request form.

All county policy and school directives have been reviewed and compliance has been established. This form should be submitted to the appropriate Instructional Division supervisor. If school buses are being used, the transportation request form should be attached. School bus requisition numbers for each request form are to be list below.

Bus Requisition Number(s): \_\_\_\_\_

Carric Brewster  
Teacher, Team Leader, Department Head, Etc.  
[Signature]  
Principal  
[Signature]  
Assistant Superintendent  
[Signature]  
Superintendent

3/31/21  
Date  
3/31/21  
Date  
6/9/21  
Date  
6/14/21  
Date

Varsity Volleyball-FI-USA VBTournament Travel Plan

Middleburg High School

Coach: Carrie Prewitt

The tournament will be at Arnold HS in Pensacola, FI on Fri and Sat, Sept 17&18,2021. Below is the travel plan for Middleburg High School.

Parent drivers for the players.

Leave: Fri, 9/17 at 7:00 am

Returning: Saturday, 9/18 at 7:00 pm

Stay in Pensacola overnight, Friday, 9/17

7-8 rooms. Rooming TBD once team is selected

Covid-19 Plan: Coaches, along with all MHS players will be required to wear a mask at all times while inside and when unable to social distance. Players will be able to remove their masks while competing but must maintain social distancing where appropriate based on FHSAA guidelines for volleyball. Players will be required to answer the screening questions on Sunday 10/18 and Monday 10/19 and will be documented on the Covid screening form.

Thank you for your help

Coach Prewitt

A handwritten signature in cursive script that reads "Carrie Prewitt". The signature is written in dark ink and is positioned below the printed name "Coach Prewitt".



SCHOOL DISTRICT OF CLAY  
FIELD TRIP REQUI

1. School Requesting: OHS
2. Transportation (Check One):  
School Bus(s) \_\_\_\_\_ Private Vehicle(s) \_\_\_\_\_ Commercial Carrier X Other \_\_\_\_\_  
If Commercial Carrier or Other, please state type: Charter Bus
3. Trip(s) Overnight: Yes X No \_\_\_\_\_ Trip(s) Out-of-State: Yes X No \_\_\_\_\_
4. Dates of Field Trip\*: 4/21/22 - 4/24/22 Destination\*: Gatlinburg, TN
5. Group Taking Trip: OHS Band
6. If using private vehicles, list drivers you wish to designate as Agents of the Board and attach the necessary Agent of the Board form. \_\_\_\_\_
7. Educational Value of Field Trip: Musical performance and culture/historical  
travels.
8. Supporting Florida Standards Benchmark(s) with Narrative(s): MU 912 H14 = historical  
influence on Western music MU 912 S14 = musical performance
9. Number of Students\*: 80 Number of Chaperones\*: 10
10. Cost Per Student: \$550 Budget Code or Source to be charged: Student funded  
(Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time\*: 4/21/22 morning Returning Time\*: 4/24/22 evening

\*For School Buses, if more than one bus is requested, reference bus request form.

All county policy and school directives have been reviewed and compliance has been established. This form should be submitted to the appropriate Instructional Division supervisor. If school buses are being used, the transportation request form should be attached. School bus requisition numbers for each request form are to be list below.

Bus Requisition Number(s):

Ch...  
Teacher, Team Leader, Department Head, Etc.

Principal

Assistant Superintendent

Superintendent

6/3/21  
Date

6/4/21  
Date

6/4/21  
Date

6/25/21  
Date

Date



## Clay County Field Trip COVID Guidelines Overnight or Out of State Field Trips



(Please attach these guidelines to your field trip request form)

☒ All participants have signed COVID-19 Waiver (not required for athletes; all athletes have already done so via Athletic Clearance process)

### Travel Accommodations (Charter Bus, Rental Vans, Parents Driving etc):

The band will be taking a charter bus for this trip.

### Hotel Accommodations (room assignments/supervision etc):

Hotel accommodations will be 4 students per room.  
Supervision will be from the band directors and chaperones who are approved with CCSB.

### Mask Compliance:

Students will be required to wear a mask when it is not possible to practice social distancing.

### Social Distancing:

Social distancing will be enforced when applicable (inside or in small spaces). CCSB guidelines for social distancing and mask wearing will be applied to this trip.



**Oakleaf High School Band – 2021-2022 Performance Tour – Gatlinburg, TN April 21-24**

**Day 1: Thursday, April 21, 2022**

**6:00am** Spot the deluxe motorcoach(es) at school.

**6:30am** Load the motorcoach(es) and depart for Gatlinburg, TN with rest and meal stops on own and at director's discretion. Please do not stop for breakfast.

**11:00am** Lunch on your own. Location TBD.

**12:00pm** Load the motorcoach(es) and continue to Gatlinburg.

**5:00pm** Arrive at Greystone Lodge for check in. Here group will be met by P.A.C.E. Travel Trip Leader who will be with the group 24/7 while in Pigeon Forge/Gatlinburg.

**5:45pm** Group receives \$15 in dinner cash. Free time to shop and walk the Gatlinburg downtown strip.

**9:30pm** Group meets back at hotel for the evening.

**Day 2: Friday, April 22, 2022**

**8:30am** Group enjoys an expanded Continental buffet breakfast at the hotel.

**9:15am** Depart on the motorcoach(es) for the theme park.

**9:45am** Arrive for time in Dollywood which opens at 10:00am. Lunch on your own in the park.

**5:30pm** Group departs Dollywood for dinner.

**6:00pm** An all-you-can-eat dinner is provided at the Golden Corral Buffet & Grill.

**7:00pm** Depart for the Comedy Barn.

**7:30pm** Arrive for seating at the Comedy Barn show at 8:00pm.

**9:30pm** Depart for the hotel and arrive back by 10:00pm.

**Day 3: Saturday, April 23, 2022**

**8:00am** Group enjoys breakfast at hotel.

**9:00am** The group walks across the street to the Ripleys Aquarium of the Smokies containing 1.4 million gallons of water and hundreds of species of aquatic wildlife.

**11:00am** The group prepares for an 11:30am concert.

**12:00pm** The concert ends and the group is free for lunch on your own in downtown Gatlinburg.

**1:00pm** The group meets back at the hotel and boards the motorcoach(es) for guided tour of the Smoky Mountains National Park. Dress in layers for warmth and wear comfortable closed toed shoes.

**4:00pm** Drop off the tour guide(s) at visitor's center and proceed to the hotel to freshen up for dinner and the evening activities.

**5:00pm** Depart for dinner which is provided this evening. Location TBA.

**6:00pm** The group will attend Dolly Parton's Pirates Voyage Dinner Show-Pigeon Forge!

**8:00pm** The show ends and the group is given some time to shop and explore The Island attraction area.

**9:00pm** Depart for the hotel.

**9:30pm** Arrive at the hotel for the evening and prepare for departure in the morning.

**Day 4: Sunday, April 24, 2022**

**7:45am** Group enjoys breakfast once again, hotel check-out and load the motorcoach(es).

**8:30am** Depart for home with lunch on your own and rest stops at director's discretion en route.

**6:00pm** Arrive back at Oakleaf High School.

## School Board of Clay County

### August 5, 2021 - Regular School Board Meeting

#### **Title**

C4 - Renewal of "Cooperative Agreement with the School Board of Clay County and Department of Juvenile Justice."

#### **Description**

A collaborative agreement between the Department of Juvenile Justice and SBCC. This agreement focuses on the commitment that both parties make to address a comprehensive system of care that meets the health, educational, mental health, and social welfare needs of the children and youth served in juvenile justice settings. The agreement defines the roles and responsibilities of both organizations; addresses the administrative procedures to be put into place; the allocation of resources, if needed; the maintenance of student records; and other procedures previously agreed to by the DJJ and SBCC.

#### **Gap Analysis**

N/A

#### **Previous Outcomes**

Clay County has had a positive working relationship with the DJJ. The relationship has yielded a solid communication system whereby the District liaison meets on a regular basis with DJJ officials and with returning students and parents. The importance of effective communication is further highlighted by the need to place students in the most appropriate educational setting.

#### **Expected Outcomes**

To continue the collaborative agreement with the DJJ so as to expedite the educational setting of a returning student in the most positive environment possible so that the student experiences success. With this agreement, students will experience a seamless transition back into the Clay school system.

#### **Strategic Plan Goal**

The school district will work closely with the DJJ in order to increase the success rate of returning students. In addition, the District liaison will coordinate all services between the DJJ and the assignment of the appropriate setting for the student.

#### **Recommendation**

Approval of the agreement for an additional 4 years between the Department of Juvenile Justice and the School Board of Clay County

#### **Contact**

Roger Dailey, Chief of Academic Services; 904-336-6904; roger.dailey@myoneclay.net

Treasure Pickett, Director of K-12 Academic Services; 904-336-6918; treasure.pickett@myoneclay.net

#### **Financial Impact**

None

#### **Review Comments**

#### **Attachments**

## School Board of Clay County

### August 5, 2021 - Regular School Board Meeting

#### **Title**

C5 - 2021-22 Dual Enrollment Articulation Agreement Between the School Board of Clay County and District Board of Trustees St. Johns River State College

#### **Description**

A collaborative agreement between the St. Johns River State College and the SBCC for Dual Enrollment purposes. The 2021-22 agreement allows for the continuation of a longstanding relationship between these two organizations. This agreement allows Clay County students to enroll in college courses on the campuses of SJRSC and on each high school site. The agreement outlines policies pertaining to Dual Enrollment and the roles and responsibilities of each entity.

#### **Gap Analysis**

The agreement must be made in order to continue this offering to Clay students.

#### **Previous Outcomes**

Clay County has had a positive working relationship with SJRSC for many years. This agreement benefits the students of the District by allowing them to earn both college credits and high school credits simultaneously. Thousands of students have earned these dual credits over the years, thus, allowing students to accelerate their postsecondary work and to save parents/families money.

#### **Expected Outcomes**

Clay County students will continue to receive college-level courses on the high school sites and on the SJRSC campus and to inform students of this opportunity. It is expected that the total number of credit hours earned will slightly increase due to the positive promotion of this program.

#### **Strategic Plan Goal**

Goal 1: Develop a High Quality & Aligned Instructional System

Strategy 1.3: Prepare all students to be full option graduates who are prepared for college, eligible to enlist in military services, or able to compete in the workforce.

#### **Recommendation**

That the School Board of Clay County approve the 2021-22 Dual Enrollment Articulation Agreement Between the School Board of Clay County and District Board of Trustees St. Johns River State College.

#### **Contact**

Roger Dailey, Chief Academic Officer, 904.336.6904, roger.dailey@myoneclay.net

Treasure Pickett, Director of K-12 Academic Services, 904-336-6918, treasure.pickett@myoneclay.net

#### **Financial Impact**

Approximately \$430,000.00 - 100.5100730.9007.0000

#### **Review Comments**

#### **Attachments**

📎 [Aug 2021 - SJRSC Dual Enrollment \(3\).pdf](#)



# FOLLOW ALL PROCEDURES ON BACK OF THIS FORM

Contract # 210143  
Number Assigned by Purchasing Dept.



## CONTRACT REVIEW

BOARD MEETING DATE:

WHEN BOARD APPROVAL IS REQUIRED DO  
NOT PLACE ITEM ON AGENDA UNTIL  
REVIEW IS COMPLETED

☐ Must Have Board Approval over \$100,000.00

Date Submitted: 6/23/21

Name of Contract Initiator: Treasure Pickett Telephone #: 336-6918

School/Dept Submitting Contract: K-12 Academic Cost Center # 9007

Vendor Name: St Johns River State College

Contract Title: Dual Enrollment Articulation Agreement

Contract Type: New ☐ Renewal ☒ Amendment ☐ Extension ☐ Previous Year Contract # 210021

Contract Term: 1 yr Renewal Option(s):

Contract Cost: \$160,000 approx. (includes collegiate H.S. cost)

☒ BUDGETED FUNDS - SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT

Funding Source: Budget Line # 100.5100730.9007.0000.0000

Funding Source: Budget Line # \_\_\_\_\_

☐ NO COST MASTER (COUNTY WIDE) CONTRACT - SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT

☐ INTERNAL ACCOUNT - IF FUNDED FROM SCHOOL IA FUNDS - SEND CONTRACT PACKAGE DIRECTLY TO SBAO

REQUIRED DOCUMENTS FOR CONTRACT REVIEW PACKAGE (when applicable):

\_\_\_\_ Completed Contract Review Form

\_\_\_\_ SBAO Template Contract or other Contract (NOT SIGNED by District / School)

\_\_\_\_ SIGNED Addendum A (if not an SBAO Template Contract)\*

\*This Statement MUST BE included in the body of the Contract:

"The terms and conditions of Addendum A are hereby incorporated into this Agreement and the same shall govern and prevail over any conflicting terms and/or conditions herein stated."

\_\_\_\_ Certificate of Insurance (COI) for General Liability & Workers' Compensation that meet these requirements:

COI must list the School Board of Clay County, Florida as an Additional Insured and Certificate Holder. Insurer must be rated as A- or better.

General Liability = \$1,000,000 Each Occurrence & \$2,000,000 General Aggregate.

Auto Liability = \$1,000,000 Combined Single Limit (\$5,000,000 for Charter Buses).

Workers' Compensation = \$100,000 Minimum

[If exempt from Workers' Compensation Insurance, vendor/contractor must sign a Release and Hold Harmless Form. If not exempt, vendor/contractor must provide Workers' Compensation coverage].

\_\_\_\_ State of Florida Workers Comp Exemption (<https://apps.fldfs.com/bocexempt/>) (If Applicable)

\_\_\_\_ COVID-19 Waiver (If Applicable)

\_\_\_\_ Release and Hold Harmless (If Applicable)

RECEIVED  
6/29/2021

Changes are attached

\*\*AREA BELOW FOR DISTRICT PERSONNEL ONLY\*\*

CONTRACT REVIEWED BY:

COMMENTS BELOW BY REVIEWING DEPARTMENT

Purchasing Department B78

See correct Name for School Board of Clay County (SBCC). Page 7 (SACSCOC) missing Name?

Review Date 6/28/2021

School Board Attorney JB

See changes on pages 5 and 8 from 20-21 Contract 210021

Review Date 6/30/21

Other Dept. as Necessary

Review Date

PENDING STATUS: ☐ YES ☐ NO

IF YES, HIGHLIGHTED COMMENTS ABOVE MUST BE CORRECTED BY INITIATOR

FINAL STATUS

☒ APPROVED

DATE: 7/6/21



Cox, Kimberly &lt;kim.cox@myoneclay.net&gt;

**RE: Articulation agreements & collegiate contract 2021-2022**

1 message

Deputy, Meghan &lt;MeghanDeputy@sjrstate.edu&gt;

Tue, Jun 22, 2021 at 5:05 PM

To: "Cox, Kimberly" &lt;kim.cox@myoneclay.net&gt;

Cc: "Dailey, Roger" &lt;roger.dailey@myoneclay.net&gt;, "Pickett, Treasure" &lt;treasure.pickett@myoneclay.net&gt;

Change 1: the testing information has been updated, during COVID we made some revisions to our testing because of online, and we allowed exemptions, we have removed all those, and that paragraph is back to how it was for 2019-2020. So the change is really that it is back to pre-COVID wording.

Change 2: section 5B, second paragraph just clarifies what happens to a student when they fail/withdraw from a class. It just describes how we handle this more thoroughly. So nothing new, just clarification.

Change 3: section 5B, third paragraph is something that has always been in statute, it details college readiness, we are still working on a way to track this.....

Meghan E. Deputy

St. Johns River State College

(386) 312-4136

CHANGES  
FOR 2021-22

Beginning May 14, the College will be closed on Friday. Office hours during this time are 8:00am-5:30pm, Monday-Thursday, ending July 30<sup>th</sup>.

From: Cox, Kimberly &lt;kim.cox@myoneclay.net&gt;

Sent: Tuesday, June 22, 2021 3:48 PM

To: Deputy, Meghan &lt;MeghanDeputy@sjrstate.edu&gt;

Cc: Dailey, Roger &lt;roger.dailey@myoneclay.net&gt;; Pickett, Treasure &lt;treasure.pickett@myoneclay.net&gt;

Subject: Re: Articulation agreements &amp; collegiate contract 2021-2022

EXTERNAL: This email originated from outside of SJRstate. Do not click any links or open any attachments unless you trust the sender and know the content is safe. Please forward suspicious emails to PhishStink@sjrstate.edu

Thank you Meghan!



**Dual Enrollment Articulation Agreement Between the  
School Board of Clay County and the  
District Board of Trustees of St. Johns River State College**

Section 1007.271 (21), Florida Statutes, specifies the development of the Dual Enrollment Articulation Agreements between the state college presidents and the superintendents of schools within their respective state college districts for the purpose of providing a primary framework within which all future Dual Enrollment objectives and activities shall be described. The School Board of Clay County, Florida hereinafter referred to as SBCC, and the District Board of Trustees of St. Johns River State College, hereinafter called SJR State, desire to implement the above statute and have, therefore, established an articulation committee with representation from SBCC and SJR State. Each year, this articulation committee will review this agreement and the performance of parties hereunder in order to assure both parties that it continues to serve their mutual interest.

Committee members shall include:

- Appointed SBCC Representative, School Board of Clay County, Florida (Co-Chair)
- Vice President for Academic Affairs/CAO, SJR State (Co-Chair)
- Vice President for Workforce Development and Career & Technical Education, SJR State
- Associate Vice President for Academic Affairs, SJR State
- Director of Dual Enrollment and College Access, SJR State
- Director of Career Education (if applicable), SBCC
- Appointed SBCC Representative

The term of this agreement shall commence August 1, 2021, and end July 31, 2022. Either party may cancel this agreement upon thirty (30) days written notice should the other party fail substantially to perform in accord with its terms through no fault of the party initiating the termination. This agreement may be amended only by written communication signed by the Superintendent of the School Board of Clay County and the President of St. Johns River State College.

SBCC and SJR State agree as follows:

1. **Ratification of articulation agreements between the State college and school district:** This agreement replaces any existing agreement with SBCC and SJR State regarding the Dual Enrollment Articulation Agreement.
2. **Parent and student notification process about student participation in the Dual Enrollment program:** SBCC and SJR State will work collaboratively to notify eligible students and their parents of Dual Enrollment acceleration mechanisms. SBCC shall inform all eligible secondary students and their parents of Dual Enrollment as an educational option and mechanism for acceleration, including eligibility criteria, and the process by which students exercise their option to participate in Dual Enrollment. This information shall be included annually in each high school's curriculum guide, programs of study, student progression plan, and/or course catalog. SJR State will work with SBCC to provide information for their curriculum guides/progression plans/course catalogs, will coordinate inquiries to SJR State from parents and students with school counseling staff, and will communicate directly with parents and students about Dual Enrollment options as appropriate. Additionally, SJR State's Director of Dual Enrollment will host annual Information Sessions for potential Dual Enrollment students and parents.



3. **Programs and courses available to students eligible for Dual Enrollment:**

A. *Program Description:* Dual Enrollment, an articulated mechanism between SBCC and SJR State, shall serve to shorten the time necessary for students to complete the requirements associated with the conferral of a degree, broaden the scope of curricular options available to students, and/or obtain opportunities for completing career/technical programs. Section 1007.271, Florida Statutes, establishes that "the Dual Enrollment program is the enrollment of an eligible secondary student in a postsecondary course creditable toward high school completion and a career certificate or an associate or baccalaureate degree" (Section 1007.271(1), F.S.). "Early admission shall be a form of Dual Enrollment through which eligible secondary students enroll in a postsecondary institution on a full-time basis in courses that are creditable toward the high school diploma and the associate or baccalaureate degree" (Section 1007.271(7), F.S.). "Career early admission is a form of career Dual Enrollment through which eligible secondary students enroll full time in a career center or a state college in courses that are creditable toward the high school diploma and the certificate or associate degree" (Section 1007.271(8), F.S.). Students enrolled as Dual Enrollment, early admission, or career early admission shall be exempt from the payment of registration, tuition, and laboratory fees. Students enrolled as Dual Enrollment, early admission, and career early admission will be eligible to participate in both high school and College activities as appropriate including graduation and other extracurricular activities.

B. *Course Offerings:* Dual Enrollment college credit courses are recommended to the State Board of Education by the State Articulation Coordinating Committee as meeting high school graduation requirements. The *Dual Enrollment Course -- High School Subject Area Equivalency List* states the relationship between high school and college course subject areas and dictates the awarding of credit for said classes (available online at <http://www.fldoe.org/articulation/pdf/DEList.pdf>). All courses in the Statewide Course Numbering System, with the exception of remedial courses and physical education skills courses, can be used for Dual Enrollment credit and count toward high school graduation, including electives. These courses may include but are not limited to communications, humanities, mathematics, science, social sciences, foreign languages, and workforce education courses. Physical education and college preparatory courses are excluded from this agreement. Physical education, college preparatory, and non-credit courses in addition to courses within selected limited access programs are excluded from this agreement, as are courses with activities that presume an adult-level of maturity and personal responsibility such as study abroad. Neither traditional high school nor dual enrolled high school students may be permitted to pay to take any college courses, including physical education or college preparatory classes. In addition to the A.A. and A.S. degrees, career and technical certificate programs are available to students eligible for Dual Enrollment. Dual enrolled students must be A.A., A.S. Degree or CTC certificate seeking students.

C. *High School Site Dual Enrollment courses:* SBCC's Principals or SBCC's Dual Enrollment contact must contact the Dual Enrollment Office with any known extended, planned or unplanned medical or other leave of the Dual Enrollment teacher immediately upon knowing of the absence. High school site Dual Enrollment courses must meet the required contact hours of the specific course requirement in a consecutive manner. In addition, no course material is to be covered and grades are only to be assigned by the Dual Enrollment teacher or by an SJR State approved substitute who meets the appropriate credentials of an SJR State faculty member. (This only applies if SBCC offers Dual Enrollment high school site courses).

4. **Process for students and their parents to elect to participate in the Dual Enrollment program:**

A. *Application Procedure:* In order to participate in Dual Enrollment at SJR State, Dual Enrollment eligible high school students will be required to first meet with their school counselor to receive complete the Dual Enrollment Admission Application (online application). The completed Dual Enrollment Admission Application online verification form (students print this form at the conclusion of the online admissions application) and copy of official test scores must be submitted, with all necessary signatures, to the high school Dual Enrollment counselor by the posted Dual Enrollment deadline. The school counselor will confirm that the student has the appropriate class standing, P.E.R.T., ACT, or SAT test scores and GPA to be eligible for Dual Enrollment prior to forwarding the

application to SJR State. Students who do not have a social security number will need to use the paper Dual Enrollment Admissions Application (Appendix 1).

*B. Career and Technical Certificate (CTC) Application Procedure:* CTC programs are limited access with unique admission requirements. Students must meet specific criteria with the academic department before enrollment. The application and registration procedure are amended to ensure a review of the student's qualifications as they pertain to meeting these criteria. Admission criteria for each CTC program may be found in the College catalog. CTC programs require a mandatory orientation facilitated by the academic department so that students may be provided with the additional admission requirements and due dates associated with on the job training components of CTC programs (i.e. physical exam). It is within the discretion of CCSD to assign Career and Technical Education program staff to assist with the responsibilities of disseminating and collecting Dual Enrollment applications and supporting documentation needed to fulfill the CTC admission requirements addressed during this orientation. The maximum course load for a CTC student is the required sequence of courses in the CTC program.

*C. Acknowledgement of Principles of Participation:* By signing the online admissions application, students selected for participation in Dual Enrollment and their parents both agree to the *Principles of Participation for Dual Enrollment /Early Admission/Collegiate High School Program* (available online on the SJR State's Dual Enrollment webpage at [https://www.sjrstate.edu/pdfs/Principles\\_Participation.pdf](https://www.sjrstate.edu/pdfs/Principles_Participation.pdf)). Students also have the ability to print out the Principles of Participation at the conclusion of the online admission application. This document should be retained by the student.

*D. Registration Process:* The Dual Enrollment student meets with their high school's Dual Enrollment contact to initiate the registration process as well as receive approval to any changes in their Dual Enrollment schedule, in order to safeguard the meeting of high school graduation requirements. The student must submit the paper Dual Enrollment registration form (Appendix 4) so that the high school's Dual Enrollment contact can approve it.

*E. Disabilities Accommodation:* Students will need to contact SJR State's Advising Center to register for accommodations. The student has the responsibility to self-identify to the appropriate College personnel.

*F. Schedule Changes:* In order to ensure high school graduation is not compromised, Dual Enrollment students must coordinate all schedule change requests with their school counselor. The school counselor will then submit the necessary paperwork on the student's behalf to the Office of Dual Enrollment for processing (Appendix 5). All schedule changes must be completed by the College's published add/drop deadline.

*G. Withdrawing from a Course:* In order to ensure high school graduation is not compromised, Dual Enrollment students must coordinate all course withdrawal requests with their school counselor. The school counselor will then submit the necessary paperwork on the student's behalf to the Dual Enrollment Office for processing (Appendix 6). All withdrawals must be completed by the College's withdrawal deadline. Dual Enrollment students who earn a "W" by withdrawing from a course will be subject to dismissal from the Dual Enrollment program. Students will be withdrawn from both a lecture and a lab when they are taken as co-requisites. CTC withdrawal deadlines are different from those posted in the academic calendar. Students are informed of these dates during required program orientations or on the first day of class. Students who withdraw or receive a D or F in a course must first complete the petition process with the Dual Enrollment Office before they are permitted to register for additional courses.

*H. Maximum Course Load:* Dual Enrollment students may take a maximum of ten (10) Dual Enrollment credit hours in the fall term, ten (10) Dual Enrollment credit hours in the spring term, and six (6) to eight (8) Dual Enrollment credit hours for the summer term (for a total of 2 courses maximum). Early admission Dual Enrollment students

must take a minimum of twelve (12) and a maximum of sixteen (16) Dual Enrollment credit hours each fall and spring term. The maximum course load for a CTC student is the required sequence of courses in the CTC program.

*I. Weighting of Dual Enrollment:* CCSD will “weigh Dual Enrollment courses the same as Advanced Placement, International Baccalaureate, and Advanced International Certificate of Education courses when grade point averages are calculated” (Section 1007.271, F.S.).

*J. Final Course Grades:* At the end of the semester after grades are posted, the Dual Enrollment Office will transmit students’ final course grades to the school counselors. Students may view their final course grades through SJR State’s online portal, MySJRstate, on the Dual Enrollment tab at <http://www.sjrstate.edu/mysjrstate.html>

*K. High School Site Dual Enrollment Grades:* For both fall and spring semesters, high school site Dual Enrollment teachers will submit their grades via MySJRstate portal. Fall semester grades must be submitted into the MySJRstate portal by 11:59pm on December 13, 2021, and Spring semester grades must be submitted into MySJRstate portal by 11:59pm on May 2, 2022.

*L. College Academic Calendar:* Dual Enrollment students are required to adhere to SJR State’s Academic Calendar and attend all regularly scheduled classes, regardless of any conflicts with high school holidays, extracurricular activities, and sports. SJR State’s Academic Calendar is available in the College Catalog and also posted online at <http://www.sjrstate.edu/academcal.html>.

*M. Grade Forgiveness:* Students may not repeat Dual Enrollment courses that they earned a “W”, “D”, or “F” (unless granted permission through the Dual Enrollment petition process). All grades including “W” for withdrawal will become part of the student’s permanent record. SJR State’s grade forgiveness policy is that the last grade recorded for a course will be used to calculate the student’s SJR State cumulative GPA. Students will only be granted one Dual Enrollment petition while enrolled in SJR State’s Dual Enrollment program.

**5. Student eligibility requirements for participation in the Dual Enrollment program:**

*A. Eligibility Criteria for Student Participation in Dual Enrollment:* Students eligible for Dual Enrollment must be an eligible secondary student with an unweighted high school GPA of 3.0, and demonstrate readiness for college coursework through scores on college placement tests. Early admissions students’ eligibility would be the same requirements for a Dual Enrollment student. Participation in career/vocational Dual Enrollment requires a 2.0 unweighted GPA. Students who are enrolled at their high school as 12<sup>th</sup> grade seniors may enroll in SLS 1122 Academic Pathways for College Success with a 2.5 unweighted high school GPA. Dual Enrollment students will be required to complete the P.E.R.T., ACT, and/or SAT. No student shall be enrolled in a college credit mathematics or English Dual Enrollment course unless the student has demonstrated adequate precollegiate preparation on the appropriate sections of the P.E.R.T., ACT, or SAT; a placement test score chart is available online on the College’s website at <http://www.sjrstate.edu/catalog/placementtest.pdf>. High school students who do not meet the minimum class standing but who are enrolled in a career academy or are otherwise selected by their high school administration for participation in Dual Enrollment and meet the other minimum requirements may do so upon petition to SJR State’s Dual Enrollment Office by their school district. High school students not enrolled through the Dual Enrollment program shall not be permitted to take college level credit or vocational credit classes at SJR State under any circumstances or proviso. CCSD and SJR State agree that eligible secondary students are entitled to participate in Dual Enrollment for a maximum of three years in college credit coursework at the 1000 and 2000 level.

*B. Continued Eligibility of Student Participation in Dual Enrollment:* Dual Enrollment students who earn below a “C” (including a “W” grade) in any Dual Enrollment course will be subject to dismissal from the Dual Enrollment program. Dual Enrollment students must maintain an unweighted cumulative high school GPA of 3.0 or higher and a college GPA of 2.0 or higher to continue in the Dual Enrollment program. CTC Dual Enrollment students must



maintain an unweighted cumulative high school GPA of 2.0 or higher to continue in the Dual Enrollment program and a college GPA of 2.0 or higher in order to continue in the Dual Enrollment program. Students who do not meet these minimum standards to continue in Dual Enrollment may contact the Dual Enrollment Office to learn about the petition process. Students not maintaining this standard are subject to dismissal from the Dual Enrollment program and will not be eligible for admission if this standard was not met at a previous college or university. Students who do not maintain satisfactory progress at the college will be placed on academic probation through the College's Records Department.

5 B. With SJR State's approval, dual enrollment students are allowed to repeat a course one time through Dual Enrollment. Third and subsequent attempts must be paid for by the student after completion of high school graduation and will be charged the full cost of instruction, which is roughly equivalent to out of state tuition. Although all course attempts are listed on the student's transcript, only the grade earned in the most recent attempt is calculated in the overall GPA at SJR State. If a student stops attending class, the grade earned, usually an F, is assigned and posted. Other institutions may not necessarily have the same grade forgiveness policy as SJR State, and other institutions may recalculate student GPA's or reassess eligibility for financial aid.

Pursuant to State Board of Education Rule 6A-14.064, students who have been identified as deficient in basic competencies in one of the areas of reading, writing, or mathematics as determined by one of the methods established by the Florida Department of Education (i.e. scores on the P.E.R.T, A.C.T, or S.A.T.), shall not be permitted to enroll in college credit courses in curriculum areas precluded by the deficiency. Students may enroll in college credit courses that are not precluded by the deficiency; however, students may not earn more than twelve (12) college credit hours prior to the correction of all deficiencies. A student that has accumulated twelve (12) college credit hours and has not yet demonstrated proficiency in one of the basic competency areas of reading, writing, or mathematics will be dismissed from the Dual Enrollment program until correction of all deficiencies. At the time of program dismissal, the student will be advised of the requirements for the associate in arts degree completion and state university admission requirements.

*C. Loss of Eligibility in Dual Enrollment:* Regardless of meeting student eligibility requirements for continued enrollment, a student may lose the opportunity to participate in a Dual Enrollment course if the student is disruptive to the learning process such that the progress of other students or the efficient administration of the course is hindered.

*D. Graduating Seniors:* Students who graduate prior to completion of the postsecondary course may not register for the course through Dual Enrollment. Graduating seniors who successfully participated in Dual Enrollment while in high school may be approved to register as traditional, fee-paying students in summer courses that begin prior to the award of their high school diploma after completion of a waiver process that originates in the Office of Student Affairs; however, financial aid will not be available to students until after their high school diploma has been conferred.

*E. Florida Youth Challenge:* The designated Florida Youth Challenge personnel will select students to participate in the Dual Enrollment program based upon their TABE scores and their performance in the program. These students will be administered the PERT test in order to participate. The selected students will be eligible to enroll in SLS courses based upon the recommendation of the designated Florida Youth Challenge personnel.

6. **Delineation of the high school credit earned for the passage of each Dual Enrollment course:**

*Course Credit:* Students enrolled in Dual Enrollment courses shall earn both high school credit from CCSD and college credit from SJR State if they meet the minimum requirements for satisfactory completion of such courses. Students who complete a three (3) or four (4) credit hour Dual Enrollment course at SJR State with a passing grade will earn at

least one-half (1/2) elective credit towards the high school diploma and/or designated subject credit assigned by the *Dual Enrollment Course -- High School Subject Area Equivalency List*.

7. **Process for informing students and their parents of college-level course expectations:**

During the application process, students selected for participation in Dual Enrollment and their parents agree to the *Principles of Participation for Dual Enrollment /Early Admission/ Collegiate High School Program* (available online on the SJR State Dual Enrollment webpage at [https://www.sjrstate.edu/pdfs/Principles\\_Participation.pdf](https://www.sjrstate.edu/pdfs/Principles_Participation.pdf) and Appendix 2). This document is also available for print at the conclusion of the online admissions application. The *Principles of Participation for Dual Enrollment /Early Admission/Collegiate High School Program* addresses the college-level course expectations as well as the fact that Dual Enrollment courses become part of a student's permanent college transcript and are calculated into the student's permanent postsecondary GPA. Additionally, SJR State's Director of Dual Enrollment will host annual Information Sessions for potential Dual Enrollment (also available online on the SJR State's Dual Enrollment webpage). During these information sessions, the college-level course expectations are presented. Each fall, SJR State's Director of Dual Enrollment hosts a Dual Enrollment Orientation for new Dual Enrollment students (also available online on the SJR State Dual Enrollment webpage). During these sessions, the differences between high school expectation and college expectations are detailed. Upon request, by the high school, the Dual Enrollment Office will present additional sessions throughout the year.

8. **Policies and procedures for determining exceptions to the required grade point averages on an individual student basis:**

Section 1007.271(3), F.S. allows exceptions to the required GPA on an individual student basis if both parties agree. Students must submit a petition (Appendix 8) that must be approved by the appropriate high school personnel and College personnel. Student's coursework, college readiness, and other factors will be reviewed to determine if the student has the potential to be successful in the Dual Enrollment program. If a student is approved, the student will be placed on probationary status and may be limited in credit hours and course selection.

9. **Registration policies for Dual Enrollment courses:**

*A. Course Scheduling:* Section 1007.271(5), Florida Statutes, establishes that "District school boards shall annually assess the demand for Dual Enrollment and other advanced courses, and the district school board shall consider strategies and programs to meet that demand and include access to Dual Enrollment on the high school campus whenever possible. Alternative grade calculation, weighting systems, or information regarding student education options which discriminates against Dual Enrollment courses is prohibited." So as to implement the above statute, the School Board and SJR State will work collaboratively to ensure students eligible for Dual Enrollment shall be permitted to enroll in Dual Enrollment courses offered on the high school site, on SJR State's campuses, and/or offered through distance learning as appropriate. Students eligible for Dual Enrollment shall be permitted to enroll in Dual Enrollment courses conducted during school hours, after school hours, and during the summer terms.

*B. Registration Procedure:* After acceptance into the Dual Enrollment program, the student and high school Dual Enrollment contact will meet to fill out the course registration form (Appendix 4). The high school's Dual Enrollment contact will submit the Dual Enrollment registration form (Appendix 4) to the SJR State's Dual Enrollment Office. The Dual Enrollment Course Registration Form should be submitted as soon as possible, but no later than the posted Dual Enrollment deadline (<https://www.sjrstate.edu/dual.html> under Dates and Deadlines). During Dual Enrollment Registration, Dual Enrollment students taking courses on the College site will be required to log into MySJRstate, SJR State's online portal, to confirm their registration. Students registering for Dual Enrollment courses taught on the high school site will be registered after the beginning of the fall and spring semesters.

*C. Registration Policies for CTC Dual Enrollment courses:* The scheduling of CTC courses does not align with the traditional semesters and registration periods for college credit courses. CTC courses have start and end dates at various times throughout the academic year. If necessary, registration for CTC courses may occur during the first day of class rather than during the college credit Dual Enrollment registration periods in the high school. However,

for course approval purposes, the course name, number, and section number can be provided to the district guidance staff and high school Dual Enrollment contact for use during these registration periods.

#### **10. Program Management and Quality Assurance:**

*A. Program Management:* Dual Enrollment courses are college courses with the identical content and learning outcomes expected of all other college courses identified with the same statewide course prefixes and numbers. To ensure that the Dual Enrollment program demonstrates the level of academic rigor expected of all college courses and programs, SBCC and SJR State's Dual Enrollment Program will adhere to the rules dictated in the *Statement of Standards of Dual Enrollment /Early College Programs in the Florida State College System* (available online at <http://www.fldoe.org/articulation/pdf/DualEnrollmentStatementStandards.pdf> that was codified in State Board of Education Rule 6A-14.064, FAC. CTC programs are limited access and the capacity is determined by the program requirements. Although Dual Enrollment faculty teaching college credit courses will have completed at least (18) graduate semester hours in the teaching discipline and hold at least a master's degree, teachers of CTC Dual Enrollment courses will have the credentials established by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) for each CTC level program area.

*B. Enrollment capacity:* Composition courses are limited to 25 students in each section. Science lectures and labs have a maximum of 24 students. All other Dual Enrollment courses are limited to 30 students per course section. High school site Dual Enrollment courses must reflect the seating capacity limits of the college courses taught at SJR State campuses.

*C. Dual Enrollment Instructors:* Teachers of Dual Enrollment courses will have college teaching credentials established by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). Appropriate SBCC and SJR State staff shall meet and confer to recommend qualified faculty for Dual Enrollment classes taught on the high school site. Preference will be given to qualified high school teachers in the selection process. All instructors will meet or exceed the academic and professional preparation requirements for teaching at SJR State. All Dual Enrollment faculty will have completed at least eighteen (18) graduate semester hours in the teaching discipline and hold at least a master's degree. SJR State shall appoint all instructors.

*D. Faculty Evaluation:* SJR State will evaluate instruction and monitor student performance and student satisfaction in all Dual Enrollment classes using the same criteria for judging instructional quality as in effect in all classes offered at the College. To ensure course content, requirements, and evaluation components for Dual Enrollment courses taught on the high school site will be identical to those taught on SJR State's campuses, all SJR State's Dual Enrollment instructors will be assigned a curriculum coordinator and/or mentor from SJR State's full-time faculty. The assigned SJR State personnel will evaluate the Dual Enrollment teacher annually based on the College's teacher evaluation criteria.

*E. Dual Enrollment Advisory Committee:* SBCC and SJR State shall appoint an advisory committee to make recommendations regarding the Dual Enrollment classes and other aspects of this agreement.

*F. Administration:* SJR State shall appoint an administrator, the Director of Dual Enrollment, who shall represent SJR State in all matters pertaining to the operation of Dual Enrollment classes and shall serve as liaison between SBCC and SJR State. SBCC shall appoint an administrator who shall represent SBCC in all matters pertaining to the operation of the Dual Enrollment classes and shall serve as liaison between SBCC and SJR State

#### **11. Determination of Student Eligibility and Monitoring of Student Performance:**

*A. High School Counseling Services:* SBCC's counseling staff will maintain oversight and monitoring responsibility to ensure the meeting of high school graduation requirements remains the first priority. In addition, each high school's Dual Enrollment contact will check the unweighted GPA of Dual Enrollment students to confirm GPA qualifications



are met. To ensure seamless articulation and coordination, school counselors will meet at least once per year with SJR State's college advisors.

*B. College Guidance Services:* Prior to the beginning of the fall term, SJR State's Dual Enrollment Office will host Dual Enrollment Orientation Sessions for new and returning Dual Enrollment students. The purpose of the Dual Enrollment Orientation Sessions will be to introduce the Dual Enrollment students to the College campus; highlight the SJR State guidance, career, library, and college planning services available; and clarify College policies and procedures. A key advising point that will be shared with parents and students is that Dual Enrollment grades are calculated and recorded in the student's college GPA and transcript, creating a permanent record that can impact future university admission decisions. At this time, all high school Dual Enrollment students will be assigned a MySJRstate account. Through this online portal, the College will send the student communications about educational and career development activities. Additionally, Dual Enrollment students will work with the staff of SJR State's Dual Enrollment Office regularly throughout the process of planning and scheduling Dual Enrollment courses. Dual Enrollment and early admission students are encouraged to meet regularly with college advisors and to develop a post-secondary plan and major during information and orientation sessions. Dual Enrollment and Early Admission students will be required to meet with a College advisor after completion of 20 college credits. Information and orientation session presentations are also available online to all students who cannot attend in person sessions. It is the student's responsibility to review this material before their Dual Enrollment career begins.

*C. Responsibility for Student Screening:* The P.E.R.T. placement test can be administered by SBCC to high school students eligible for Dual Enrollment. Students who have a qualifying A.C.T. or S.A.T. score are not required to take the P.E.R.T. SBCC will be solely responsible for providing test security at all P.E.R.T. testing sites. SBCC will administer and provide the P.E.R.T. test materials at no charge for high school students eligible for Dual Enrollment. SJR State will assist high school personnel in interpreting individual students' test results for course placement and assistance in the development of academic interventions by high schools to improve student's skills. The Dual Enrollment contact for SBCC will be responsible for providing individual student's test scores to SJR State's Dual Enrollment Office as part of the Dual Enrollment application process.

*Testing at the High School Site:* Testing at SBCC for Dual Enrollment will be the responsibility of SBCC. Reasonable accommodations will be provided at the test site at the expense of SBCC for the administration of the P.E.R.T. to students with disabilities. Testing accommodations must be arranged in advance.

*Testing at the College Campus:* With prior approval and in very limited numbers, the P.E.R.T. may be administered at a testing center at SJR State at the request of the high school. All P.E.R.T. testing at the College campus must be approved by SJR State's Director of Dual Enrollment. Students approved to test at SJR State's Campus will be responsible for providing their own transportation to the College and for paying the College's \$20 testing fee. Reasonable accommodations will be provided at the test site at the expense of the College for the administration of the P.E.R.T. to students with disabilities. Testing accommodations must be arranged in advance.

*Retaking the P.E.R.T.:* Dual Enrollment students may retake the P.E.R.T. once during their high school tenure in accordance with SJR State's P.E.R.T. Policies and Procedures.

*D. Student Policies, Procedures, and Behavioral Expectations:* Students enrolled in Dual Enrollment classes will be subject to the student policies and procedures of both SBCC and SJR State. Should a conflict be identified as a result of either institution's policies or procedures, SBCC and SJR State will notify each other of behavioral infractions and will jointly resolve the conflict while providing due process for students. College policies and procedures are published in the College Catalog/Handbook and are also available online on the Student Services website at <http://www.sjrstate.edu/catalog.html>

*E. High School Site's Attendance Policy:* The attendance policy is dictated by the teacher's syllabus. At the high school site, the teacher may elect to excuse up to six absences due to the number of the course's contact hours. This is ultimately up to the discretion of the instructor.

*F. High School's/School District's Disciplinary Action:* A student suspended from their high school may not attend their high school site's Dual Enrollment courses. Yet, they can attend their college site Dual Enrollment courses. If a student is sent to the district's alternative school, then the Dual Enrollment student loses their Dual Enrollment eligibility and will receive a "W" for all of their registered Dual Enrollment courses.

**12. Student Grades and Records:**

*A. Student Grades:* Transmission of student grades in Dual Enrollment: Grades assigned by the post-secondary institution for Dual Enrollment courses, including the "W," are to be accepted at face value by SBCC and are not to be changed on the student's high school academic record (SBE Rule 6A-1.09941, F.A.C.).

*B. Student Records:* SBCC and SJR State may provide personally identifiable student records to each other in the performance of this agreement. Such records are provided pursuant to Section 1002.22(3)(d), Florida Statutes, and 20 U.S.C.A. 1232g. Each party further agrees to comply with Section 1002.22, Florida Statutes, and 20 U.S.C.A. 1232g, including but not limited to provisions related to confidentiality, access, consent, length of retention and security of student records.

**13. Responsibility for Costs:**

*A. Full-Time Equivalency Funding:* SBCC shall be eligible for Full-Time Equivalency (FTE) funding in accordance with Florida law and rules. For Dual Enrollment courses offered on the College campus and online, SBCC shall pay the standard tuition rate per credit hour from the Florida Education Finance Program (FEFP). For Dual Enrollment courses offered on the high school campus by a qualified high school teacher, by an SJR State adjunct, or by an SJR State full-time instructor, SBCC shall be responsible for the College's actual costs associated with Dual Enrollment. For 2021-2022, the following per credit hour rates will apply:

- Course taught on SJR State Campus: \$71.98/credit hour
- Course taught online: \$71.98/credit hour
- Course taught on the high school campus by a qualified high school instructor: No fee
- Course taught on the high school campus by an SJR State adjunct with a Master's Degree or full-time instructor teaching as an overload with a Master's Degree: \$675.00 per credit hour
- Course taught on the high school campus by an SJR State adjunct with a Doctoral Degree or full-time instructor teaching as an overload with a Doctoral Degree: \$675.00 per credit hour

*B. CTC Responsibility for Costs:* The current credit hour rate for CTC courses taught on the SJR State Campus is \$60.93 per credit hour which converts to \$2.33 per vocational clock hour which will be the responsibility of SBCC along with other required course fees as outlined in the specific program cost summary sheet. SBCC will also be responsible for books and if providing background checks, SBCC will submit this information to SJR State. Students will be responsible for required physicals and shots for participation in clinicals and will release this information to the college as well as clinical sites. Students may add or drop a course during the add/drop window for the part of term associated with the CTC course. These dates are provided to SBCC and students during the CTC program orientation

*C. Add/Drop and Withdrawal Policy:* Students may add or drop a course during the Add/Drop window denoted on the College's Academic Calendar. SBCC will not be assessed tuition for students who drop a course during Add/Drop. After the conclusion of Add/Drop, students may withdraw from a course without academic penalty (a grade of "W") at any time prior to the point in the semester as published in the academic calendar. SBCC will be responsible for tuition for students who withdraw from a course after the conclusion of Add/Drop.



*D. Student Fees:* Any student enrolled in the Dual Enrollment program shall be exempt from the payment of textbook, online instructional material access code, registration, tuition, and laboratory fees. Students enrolled in Dual Enrollment courses will be responsible for the cost of any personal or consumable items associated with a specific course or program such as school supplies, background checks, blood tests, etc.

*E. Instructional Materials:* SJR State shall select textbooks used in Dual Enrollment courses. Payment for required textbooks for classes conducted on the high school campuses or on SJR State's campuses will be through the SBCC. The textbooks shall be the property of SBCC. Inventories of Dual Enrollment textbooks will be maintained by individual high schools and/or school district. SBCC will inform students of any fines relating to instructional materials (e.g., late return or lost book fees) prior to issuing them back to the students. SBCC must provide each student with a textbook for each Dual Enrollment course, including courses taught at the high school site. A class set of textbooks does not suffice. Textbooks used by Dual Enrollment students at high school sites will follow the Department of Education's cycle for textbook replacement, with the following provisions: 1) the College has not changed the textbook, or 2) the new textbook edition has not so substantively changed in content that it has rendered the previous edition unusable. SJR State will provide the textbook list for the following semester as soon as the information from the faculty and publishers becomes available.

*F. Instructor Fees:* SJR State is responsible for the full cost of the instructor for courses taught on SJR State's campuses and online. SBCC is responsible for the full cost of the instructor for courses taught at the high school sites.

*G. Facility and Laboratory Fees:* SJR State is responsible for the full cost of any facility and laboratory fees for courses taught on SJR State's campuses. SBCC is responsible for the full cost of any facility and laboratory fees for courses taught on the high school site.

*H. Disability Services:* As required by law, students with disabilities must receive appropriate accommodations. SJR State will be responsible for the cost of providing the necessary accommodations for courses taken on SJR State's campuses. SBCC will be responsible for the cost of providing the necessary accommodations for courses taken at the high school sites and for the cost of adaptive textbooks and other materials. Students with disabilities will be responsible for providing appropriate documentation so that accommodations can be provided.

**14. Responsibility for Student Transportation:**

Students will be responsible for providing their own transportation to and from Dual Enrollment classes on SJR State's campuses.

**15. Submission of Updated Dual Enrollment to the Florida DOE:**

The College shall be responsible for submitting annually an updated copy of the Dual Enrollment Articulation Agreement electronically to the Florida Department of Education, Office of Articulation, by August 1st.

**2021-2022 Dual Enrollment Articulation Agreement Execution Between  
School Board of Clay County, Florida and  
St. Johns River State College**

The Articulation Committee shall annually analyze and assess the effectiveness of mechanisms and strategies set forth in this agreement and report the results of such analyses to the School Board of Clay County and the District Board of Trustees of St. Johns River State College. Analyses shall include identified problems, corrective actions, strategies, and associated costs.

This Agreement is subject to all pertinent state and federal laws and regulations of the Department of Education, State of Florida, Title VI and VII of the Civil Rights Act of 1964, and all regulations, rules, and guidelines promulgated thereunder. The parties expressly agree to maintain records in compliance with the Florida Public Records Act subject only to the privacy rights guaranteed by applicable state and federal laws and regulations. The violation of any federal or state law or regulation in the conduct of this Agreement may constitute a breach of this Agreement. Under determination of such violation, this Agreement may be terminated. It is expressly understood by both parties that neither party has authority or control over the other party's employees, officers, or agents.

This agreement is made between the District Board of Trustees of St. Johns River State College and the School Board of Clay County.

Signed on this \_\_\_\_\_ day of \_\_\_\_\_ 2021

for the District Board of Trustees of St. Johns River State College:

\_\_\_\_\_  
Chairman, St. Johns River State College

\_\_\_\_\_  
President, St. Johns River State College

Signed on this \_\_\_\_\_ day of \_\_\_\_\_ 2021

for School Board of Clay County, Florida:

\_\_\_\_\_  
Chairman, School Board of Clay County

\_\_\_\_\_  
Superintendent, School Board of Clay County

**Appendices**  
**Dual Enrollment/Early Admissions/Collegiate High School Forms**

- 1 Application/Admissions Form (only to be used for students who do not have a social security number)
- 2 Online application signature page
- 3 Principles of Participation/Student Responsibilities
- 4 Registration/Approval Form
- 5 Registration Adjustment/Drop Add Form
- 6 Student Initiated Course Withdrawal Form
- 7 Instructor Initiated Absence Warning/Withdrawal Form
- 8 Policy Exception Request
- 9 State College Waiver Request

DRAFT



PLEASE READ, COMPLETE AND SIGN WHERE INDICATED

PERSON TO NOTIFY IN CASE OF EMERGENCY: (Please list someone with a different address and phone number from the student).

Name / Street Address or P.O. Box / City / State / Zip

TELEPHONE: Daytime Phone: ( ) - Ext.

HIGH SCHOOL IN WHICH YOU ARE CURRENTLY ENROLLED:

High School Name / City / State / Exp. Graduation (month/year)

High School Counselor's Signature / Date

**POLICY STATEMENT ON EQUALITY OF OPPORTUNITY AND NONDISCRIMINATION**

St. Johns River State College does not discriminate against any employee, prospective employee, student or student applicant in admission or access to, or treatment or employment in, its programs and activities on the basis of race, creed, color, national origin, marital status or religion nor does it discriminate against the qualified disabled or on the basis of age or sex, except where age or sex is a bonafide qualification. The college subscribes to and endorses all provisions of the Civil Rights Act of 1964, as amended; Federal Executive Order 11246, as amended; Title VI and Title IX of the Educational Amendments of 1972, as amended; and the Rehabilitation Act of 1973, as amended.

**ASSISTANCE FOR DISABLED PERSONS**

If you require special services due to a disability, you may notify the Counseling Office on the campus nearest you. This voluntary self-identification allows SJR State to prepare appropriate support services to facilitate your learning. This information is confidential and does not affect your admission to the College.

**ALL STUDENTS AND A PARENT OR COURT-APPOINTED GUARDIAN MUST SIGN BELOW**

I certify that the information given in this admissions form is complete and accurate; and I understand that to make false or fraudulent statement within this admissions form may result in disciplinary action, denial of admission to the dual enrollment program, and invalidation of credits or degrees earned. If admitted, I hereby agree to abide by the policies of the Board of Trustees and the rules and regulations of the College. Should any of the information I have given change prior to my entry, I will immediately notify the admissions office. I certify that as a condition of my admission to the dual enrollment program, I will not engage in the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance during enrollment at St. Johns River State College.

- I further understand that an overall **unweighted 3.0 grade point average** is required to participate in the dual enrollment program.
- I am required to take the **SAT, ACT, CPT, or PERT** before registering for class(es). If I plan to enroll in **English** or **Math** courses I must have the qualifying scores.
- I understand that making below a grade of "C" (including a "W" grade for withdrawing) in any dual enrollment course will result in dismissal from the program.
- By signing below, I acknowledge that I have received, read, and understand the expectations and requirements stated in the Principles of Participation form and agree to the terms for participation in the SJR State Dual Enrollment program. I have also either attended an orientation session or reviewed the online presentation of the orientation session. Available at [www.sjrstate.edu/dualenrollment](http://www.sjrstate.edu/dualenrollment) (listed under presentations).

X \_\_\_\_\_  
Parent or court-appointed guardian name (please print – first / last)

X \_\_\_\_\_ / \_\_\_\_\_  
Signature of parent or court-appointed guardian Date

X \_\_\_\_\_  
Student name (please print – first / middle / last)

X \_\_\_\_\_ / \_\_\_\_\_  
Signature of student Date



St. Johns River State College Online Consent Form for Participation in the Dual Enrollment Program

Student's Last Name & First Name: \_\_\_\_\_

Student's SJR State X Number (REQUIRED): X00 \_\_\_\_\_ Entry Term Applied for: \_\_\_\_\_

HIGH SCHOOL IN WHICH YOU ARE CURRENTLY ENROLLED:

High School Name	City	State	Expected Graduation Date (Month and Year)
			/ /
High School Counselor's Signature		Date	

**POLICY STATEMENT ON EQUALITY OF OPPORTUNITY AND NONDISCRIMINATION:** St. Johns River State College does not discriminate against any employee, prospective employee, student or student applicant in admission or access to, or treatment or employment in, its programs and activities on the basis of race, creed, color, national origin, marital status or religion nor does it discriminate against the qualified disabled or on the basis of age or sex, except where age or sex is a bonafide qualification. The college subscribes to and endorses all provisions of the Civil Rights Act of 1964, as amended; Federal Executive Order 11246, as amended; Title VI and Title IX of the Educational Amendments of 1972, as amended; and the Rehabilitation Act of 1973, as amended.

**ASSISTANCE FOR DISABLED PERSONS:** If you require special services due to a disability, you may notify the Counseling Office on the campus nearest you. This voluntary self-identification allows SJR State to prepare appropriate support services to facilitate your learning. This information is confidential and does not affect your admission to the College.

**ALL STUDENTS AND A PARENT OR COURT-APPOINTED GUARDIAN MUST SIGN BELOW:**

I certify that the information given in this admissions form is complete and accurate; and I understand that to make false or fraudulent statements within this admissions form may result in disciplinary action, denial of admission to the dual enrollment program, and invalidation of credits or degrees earned. If admitted, I hereby agree to abide by the policies of the Board of Trustees and the rules and regulations of the College. Should any of the information I have given change prior to my entry, I will immediately notify the Dual Enrollment Office. I certify that as a condition of my admission to the dual enrollment program, I will not engage in the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance during enrollment at St. Johns River State College.

- I further understand that an overall unweighted 3.0 high school grade point average is required to participate in the dual enrollment program, and students must maintain a 3.0 high school GPA and a 2.0 college GPA throughout the program.
- I am required to take the SAT, ACT, or PERT before registering for courses. If I plan to enroll in English or Mathematics courses I must have the qualifying scores.
- I understand that earning below a grade of "C" (including a "W" grade for withdrawing) in any dual enrollment course will result in dismissal from the program. Students must contact the Dual Enrollment Office for the petition process.
- By signing below, I acknowledge that I have received, read, and understand the expectations and requirements stated in the Principles of Participation form, I have viewed the New Student Orientation (located on the Dual Enrollment homepage), and agree to the terms for participation in the SJR State Dual Enrollment program.

X \_\_\_\_\_  
Parent or court-appointed guardian name (please print – first /last)

X \_\_\_\_\_ / \_\_\_\_\_  
Signature of parent or court-appointed guardian Date

X \_\_\_\_\_  
Student name (please print – first / middle /last)

X \_\_\_\_\_ / \_\_\_\_\_  
Signature of student Date

Please return this signed document and a copy of your placement test scores (SAT, ACT, or PERT) to your high school counselor. Applications are deemed incomplete without this form and test scores. If you are using test scores (AICE, AP, IB, or CLEP) to receive entrance in to particular courses those test scores and Credit by Exam Request must be submitted to your high school counselor.

**For office use only:**

Corrected High School: \_\_\_\_\_  
Semester of Admission: \_\_\_\_\_

☐ Dual Enrollment

☐ Early Admissions

☐ Collegiate High School

*Dual enrollment students will be enrolled in courses that count toward high school graduation and college credit, so understanding the expectations of being a college student is important. To ensure that students understand the policies and procedures regarding conduct, communication, curriculum, and college policies, all students are asked to read and abide by the following; Principles of Participation and Student Responsibilities. This document applies to any student who is registered in any dual enrollment courses, including public school students, private school students, charter school students, and homeschool students. This document applies to any Traditional Dual Enrollment or Collegiate High Dual Enrollment student.*

**Principles of Participation for Dual Enrollment, Early Admission, and Collegiate High School students**

- Students are required to communicate any issues to the appropriate people (high school contact, dual enrollment office, faculty, parents, etc.). If you are not sure who you need to communicate with, ask your high school contact or call the Dual Enrollment office at 386-312-4136)
  - Students are expected to address any course issues with their instructor, it is the student's responsibility to notify the instructor of absences caused by illness, emergencies, etc.
  - Postsecondary institutions must abide by the Federal Family Educational Rights and Privacy Act (FERPA). SJR State's faculty and staff are not permitted to discuss student performance with anyone other than the student or designated educational staff unless the student signs a release. For a copy of this act, please call our office at 386-312-4136 to be provided with the information.
- Dual enrollment students are held to the same standards as regular/traditional college students, unless otherwise restricted by federal, state or local requirements.
- Students must abide by all SJR State policies and procedures, including but not limited to, the SJR State Student Catalog/Handbook, attendance policies, academic integrity, and discipline policies as published.
  - The only excused (approved) absences are those sanctioned by SJR State. High school holidays, activities, and sports are not excused absences for students enrolled in classes at SJR State or dual enrollment courses held at the high school site. Students need to check the academic calendar before registering for courses to be sure there are no conflicts (spring break, winter break, summer vacation, etc.).
  - Academic work submitted by a student to the instructor is assumed to be the result of his or her own thought, research, or self-expression. When a student borrows ideas, workings or organizations from another source, he or she is expected to acknowledge that fact in an appropriate manner (citation).
  - Dual enrollment students are entitled to the same appeal processes (grade appeal or Academic Misconduct) as regular college students. The appeals process can last until the following semester. This process is conducted by the SJR State Office of Student Affairs.

- Students are required to know the policies and outcomes, related to grades, academic history, and graduation.
  - Students are not permitted to re-take courses in which they have earned a grade of “C” or higher.
  - Any letter grade below a “C” will not count as credit toward the Gordon Rule requirement (English, Math, and Humanities). However, all grades will be calculated into the student’s GPA and will appear on their college transcript.
  - All dual enrollment (college) grades will become part of the student’s permanent college transcript and may affect college admissions to other colleges and universities, financial aid, and Bright Futures eligibility. These grades are permanent.
  - Withdrawal (“W”) from a course will be listed on the student’s permanent college transcript.
  - College credits earned through the dual enrollment program will be recorded on both the student’s high school transcript and SJR State transcript.
  - Students who receive a D, F, or W in a course may not register for another course within that same term until they have completed the petition process through the SJR State Dual Enrollment office. For example, if a student receives a W in a Fall A course, they may not register for a Fall B course until they have completed the petition process.
  - Students are only permitted to take 2 courses during the Summer sessions (a maximum of 8 credit hours). Courses requiring a co-requisite will only count as 1 course.
  - A student receiving an “I” grade must complete the course within a 30-day calendar period which begins on the first day of classes of the next term. Students are not eligible for graduation until all “I” grades have been removed from their academic record. Incomplete work will convert to an “IF” if the course work remains incomplete.
  - Dual Enrollment students who have graduated high school, may participate in Summer A courses the year of graduation. Students must petition the Office of Student Affairs to attend these courses and are responsible for all fees. You can contact the Dual Enrollment Office for this petition process.
- Dual enrollment students must understand the differences between high school and the college’s curriculum, course structure, and student body.
  - The depth, breadth, rigor, and pace of college courses will be at the college level and will not be “brought down” to the high school level to accommodate variations in student age and maturity. The course material in these classes may reflect topics not typically included in secondary courses, which some parents may object to for “minors.”
  - The curriculum, content, evaluation (grading practices), and selection of appropriate instructional materials are the right of the college instructor and will not differ for dual enrollment students. The same material will be presented to regular college students and dual enrollment students. College grading policy will be used for all dual enrollment courses. Instructors will not adapt their course for dual enrollment students.
  - Dual enrollment at the high school site will follow the same standards as courses offered on SJR State’s college campuses.
  - SJR State is an open campus, and classes (face-to-face and online) will have students of various ages and



backgrounds enrolled in these courses.

- Dual enrollment students are required to attend/read New student orientation materials. The orientation presentation is available online, on campus, on the high school site, or can be sent to you via email. It is the student's responsibility for viewing and ensuring they understand the materials presented in the dual enrollment new student orientation.
- Dual enrollment students are held responsible for the following logistics and paperwork requirements:
  - Students are required to ensure the accuracy of their information (full legal name as presented on the birth certificate, birthdate, and social security number). Students will be responsible to notify the Dual Enrollment Office of any changes to their address, phone number, high school, test scores, etc. It is the student's responsibility to provide updated test scores for placement to the high school and dual enrollment office.
  - Students need to have the ability to log in to MySJState, in order to view or access their schedules, Canvas (online course management system), grades, order transcripts, etc. Providing the correct social security number, date of birth, and zip code allows the student to be registered for this access and will alleviate login issues.
  - Students who do not log in to their online course within the first week, may be dropped from the course for non-attendance.
  - Students with disabilities need to provide documentation to SJR State's Advising Office, in order to receive accommodations. The student must self-identify to receive these accommodations. Accommodations at the high school are not automatically sent over to SJR State, it is the responsibility of the student to provide these to the Advising Office/Disabilities Coordinator.
  - Students are accountable for completing the appropriate college forms and meeting college-established deadlines for add/drop and/or withdrawal. Students must have prior approval from their designated high school contact to add/drop or withdrawal from college courses. Please note that dual enrollment deadlines are often different than the traditional College deadlines. All dates and deadlines are notated on the SJR State Dual Enrollment homepage ([www.sjrstate.edu/dual](http://www.sjrstate.edu/dual)). High school site deadlines are often also different, please be sure you are aware of dual enrollment deadlines at the high school site.
  - Students are responsible for ordering/paying for their college transcript once they have graduated from high school.
  - It is the responsibility of the dual enrollment student to ensure they have their textbooks and necessary materials for their courses. For public school students, textbooks are handled through the school district; for private and charter school students, textbooks are the responsibility of the student; and for homeschool students, textbooks are handled through the SJR State bookstore. All textbooks for high school site classes are provided by the individual high school.
  - All correspondence regarding dual enrollment classes, petitions, dates and deadlines, and any other messages will be sent to the student's SJRState email address ([name@vikings.sjrstate.edu](mailto:name@vikings.sjrstate.edu)), students will be responsible for knowing how to access this email address.
  - Students enrolled as Dual Enrollment, Early Admission, Collegiate High School, or Career Early Admission shall be

exempt from the payment of registration, tuition, and laboratory fees. Students are not permitted to pay for extra courses over the designated limit, a maximum of ten (10) Dual Enrollment credit hours in the fall term, ten (10) dual enrollment credit hours in the spring term, and six (6) to eight (8) Dual Enrollment credit hours (a maximum of 2 courses) in the summer term. Early Admission Dual Enrollment students must take a minimum of twelve (12) and a maximum of sixteen (16) Dual Enrollment credit hours each fall and spring term.

- Dual enrollment students are eligible for a total of 3 years' worth of service. For example, if a student began the program in the Fall semester, they would end in the summer semester (start Fall 2018, student would finish Summer 2021). Dual enrollment students are limited to 9 semesters of dual enrollment.
- Dual enrollment students need to understand the eligibility requirements listed below:
  - Students whose unweighted high school GPA drops below 3.0 and college GPA drops below 2.0 will lose eligibility for dual enrollment.
  - Regardless of meeting student eligibility requirements for continued enrollment, a student may lose the opportunity to participate in a dual enrollment course if the student is disruptive to the learning process, including when the progress of other students or the efficient administration of the course is hindered.
  - Students sentenced to disciplinary action from the high school may lose eligibility for dual enrollment at the high school site, due to excessive absences.
  - Students with excessive absences, at the high school, college or online, may be withdrawn from the course by instructor.
  - Students may appeal eligibility requirements with the petition process the Dual Enrollment Office. Students will only be granted a maximum of one petition during their dual enrollment career.
  - Dual Enrollment students are all required to attend a New Student Orientation, it is located online and must be viewed before registering for courses.

## Student Responsibilities for Dual Enrollment, Early Admission, and Collegiate High School students

- Dual Enrollment Online Application needs to be completed with the correct information.
  - Full legal name as presented on birth certificate
  - Correct Social Security Number
  - Correct birthdate (please check your birth year)
- If using PERT, ACT, or SAT test scores, please provide a copy of your official test scores when turning in your Dual Enrollment application to your high school's dual enrollment contact. If your scores change, and you need to use your updated scores to register for a course, it is the student's responsibility to provide those scores to the high school counselor who provides them to the Dual Enrollment Office.
- If using AICE, AP, or IB test scores, please provide a copy of your official test scores when wanting to use these scores to satisfy prerequisite requirements.
- Students will need to be able to log into mySJRState, in order to view their schedules, grades, etc.
- Students will need to be able to communicate any issues to the appropriate people (high school contact, dual enrollment office, faculty, parents, etc.)
- Students will need to keep track of all deadlines (ie, add/drop deadline, withdrawal deadline, etc.)
- Students are responsible for knowing which courses they are registered for, when the courses begin/end, and what delivery mode the course is being offered in.
- Students with disabilities need to provide documentation to SJR State's Advising Office, in order to receive accommodations.
- Students need to inform the Dual Enrollment Office of any changes: address, phone number, high school, test scores, name change etc.
- Students are responsible for knowing college and course policies (parking decal, academic integrity, etc.)
- Students are responsible for ordering/paying for their college transcript once they have graduated high school.
- When a student receives a "W," "D," or "F," it is their responsibility to obtain a Dual Enrollment Petition Form from the student's high school counselor (homeschool students please call the DE Office 386-312-4136). Students will not be permitted to register for courses until the DE Office has received this item.

Please retain this document as a reference for the SJR State Dual Enrollment program. When a student signs the SJR State Dual Enrollment online application signature page, you agree to the above statements.

For questions regarding any of the items listed above, please contact the SJR State's Dual Enrollment Office at (386) 312-4136 or [dualenrollment@sjrstate.edu](mailto:dualenrollment@sjrstate.edu).

The SJR State Dual Enrollment Office is located on the Palatka Campus, at 5001 St. Johns Avenue, Palatka, FL 32177

### Registration Adjustment Form

1. You must obtain the High School Dual Enrollment Contact's signature.
2. If you submit a schedule change (add/drop), please let us know if we should process the request if the new course/section is closed. Otherwise we will process the drop as requested.
3. You should only list a course to be dropped if you are officially registered in it already.
4. TERM: 1= Full Semester, 2 = A mini-semester, 3 = B mini-semester

ADD:

DROP:

Term 1-2-3	Section # (CRN)	Course Prefix & Number	Credit Hours	DE Code Office Use Only	Section # (CRN)	Course Prefix & Number	Credit Hours

☐ KEEP CURRENT SCHEDULE IF NEW REQUEST CAN'T BE PROCESSED.

I ACCEPT FULL RESPONSIBILITY FOR ADDING OR DROPPING COURSES.

Print Name: \_\_\_\_\_ SJR State Student ID #: X00

\_\_\_\_\_  
Student Signature                      High School                      Date

Student's SJR State Email (Required): \_\_\_\_\_

☐ Dual Enrollment                      ☐ Early Admissions                      ☐ Collegiate High School

\_\_\_\_\_  
High School Dual Enrollment Contact Signature                      Date/Time

Reason for adjustment: \_\_\_\_\_





## STUDENT INITIATED COURSE WITHDRAWAL FORM

SJR State Student ID (Required) # X00

Date \_\_\_\_\_ Term \_\_\_\_\_

Student's Name \_\_\_\_\_  
(Print) Last First Middle

Student's SJR State Email Address (Required) \_\_\_\_\_

*Please list all courses below that you would like to be withdrawn from:*

Course Prefix & Number	Section # (CRN)	Course Title
Course Prefix & Number	Section # (CRN)	Course Title
Course Prefix & Number	Section # (CRN)	Course Title
Course Prefix & Number	Section # (CRN)	Course Title

**\*You will need to withdraw from both the science lecture and lab, please be sure to include both sections above. \***

HS DE Contact Signature \_\_\_\_\_

Student's Signature \_\_\_\_\_

High School \_\_\_\_\_

☐

Dual Enrollment

☐

Collegiate High School

☐

Early Admissions

Updated 2/2021 MS



**ST. JOHNS RIVER STATE COLLEGE DUAL ENROLLMENT PROGRAM  
INSTRUCTOR INITIATED ABSENCE WARNING/WITHDRAWAL FORM  
(for Dual Enrollment courses taught at the High School site)**

You have been absent \_\_\_\_\_ hours in Course # \_\_\_\_\_ Section/CRN \_\_\_\_\_

Instructor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

1. ☐ Any additional absences will cause loss of credit for the course.
2. ☐ Administrative Withdrawal. A grade of "W" has been recorded. (BY ADMINISTRATION ONLY.)
3. ☐ You have exceeded the allowable absences in the course and no credit will be given. A grade of "W" will be recorded. If all your absences can be justified as emergencies, you may appeal to the Petitions Committee for reinstatement in class.

SJR State Student ID #X00 \_\_\_\_\_ Student Name: \_\_\_\_\_

Date Student Warned: \_\_\_\_\_ Last Date Attended: \_\_\_\_\_  
(Required for Item 3 only)

Updated June 14, 2021 MS

**Dual Enrollment Policy Exception Request**

Students are required to complete the following petition in order to be reinstated in the dual enrollment program and are responsible for ensuring your petition has been filed with the SJR State Dual Enrollment office. All petition results will be emailed to the high school guidance counselor and the student's SJR State email address. Both pages must be completed or the petition will be deemed incomplete.

Date: \_\_\_\_\_ REQUIRED - SJR State Email: \_\_\_\_\_

Name: \_\_\_\_\_ SJR State ID # X00

High School: \_\_\_\_\_ High School Graduation Date: \_\_\_\_\_

Are you a Collegiate High School student: ☐ yes ☐ no

*I hereby request:*

- ☐ To remain in SJR State's Dual Enrollment Program  
☐ To repeat course(s) which earned a D (Math or Communications classes only) or F grade.  
List course(s): \_\_\_\_\_  
☐ Other: \_\_\_\_\_

*High School Dual Enrollment Contact Recommendation:*

- ☐ Approve  
☐ Disapprove

DE Contact Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Student Statement: Please briefly explain why you were unable to be successful in your Dual Enrollment classes this past semester. Please do not attach a separate sheet, use the lines provided.*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Semester in which you received the W, D, or F \_\_\_\_\_

*Please check all that apply for the semester you are petitioning:*

- ☐ "W" – Withdrawal from the following classes \_\_\_\_\_  
☐ "D" – Received a D in which classes \_\_\_\_\_  
☐ "F" – Received a F in which classes \_\_\_\_\_



Total credit hours registered in this semester: \_\_\_\_\_

I understand that it is my responsibility that my dual enrollment petition is filed with the SJR State Dual Enrollment office in a timely manner. I also understand that based on the recommendation below from the DE Office my schedule for the next semester may be adjusted. I also understand it is my responsibility to contact my high school guidance counselor/DE office to convey appropriate schedule changes in order to be sure my changes are processed accordingly. I further understand that I am eligible for only one (1) Policy Exception Request during my Dual Enrollment career.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

To be completed by the SJR State Dual Enrollment Office:

*SJR State Dual Enrollment Recommendation:*

Director of Dual Enrollment

- ☐ Approve  
☐ Disapprove

VP for Academic Affairs/CAO

- ☐ Approve  
☐ Disapprove

Initials \_\_\_\_\_ Date: \_\_\_\_\_

Initials \_\_\_\_\_ Date: \_\_\_\_\_

*Recommendations/annotations:*

- ☐ Must earn a "C" or better in all future courses to remain in the Dual Enrollment Program.  
☐ Limited to \_\_\_\_\_ courses during your next term of enrollment \_\_\_\_\_  
☐ Must repeat: \_\_\_\_\_ ☐ Can't repeat: \_\_\_\_\_  
☐ Must sit out one term  
☐ No online classes  
☐ Other: \_\_\_\_\_

Current College GPA: \_\_\_\_\_

Notes regarding adjusted student schedule:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date petition results emailed to student & counselor: \_\_\_\_\_



# ST. JOHNS RIVER STATE COLLEGE

## Dual Enrollment State College Waiver Request

Students must complete the form below with the requested information. Use the lines provided below to explain why an exception should be made to the policy requiring your participation in Dual Enrollment be at the state college which serves the Clay, Putnam, or St. Johns Counties School Districts. Completing the petition process does not guarantee approval of waiver. Student will be notified regarding their request to their SJR State email address. Please note that once a dual enrollment student is released from SJR State, they will be unable to take any future dual enrollment courses at SJRState (they are eligible to attend after high school graduation/completion of dual enrollment career).

### STUDENT INITIATED REQUEST

Date: \_\_\_\_\_ Name: \_\_\_\_\_

Student X Number (Required): \_X00\_\_\_\_\_ Semester/Year of Request: \_\_\_\_\_

**EMAIL ADDRESS REQUIRED:** Student will be notified via their SJR State email regarding their request. If you are not a current student, please provide another email address. **If no email is provided, we will not process your waiver.**

SJR State Email Address (If current student): \_\_\_\_\_

Other Email Address (If not a current student): \_\_\_\_\_

High School Graduation Date: \_\_\_\_\_ High School: \_\_\_\_\_

I, \_\_\_\_\_ (student name) request a waiver to attend a state college or university other than SJR State, due to the following:

- ☐ Class or program of study not offered at SJR State (indicate class or program) \_\_\_\_\_
- ☐ Other college or university is closer to my home or high school than SJR State
- ☐ Other (explain) \_\_\_\_\_

College or university you wish to attend: \_\_\_\_\_

Please use the space below to explain the rational for your request for a state college/university waiver request.

\_\_\_\_\_  
\_\_\_\_\_

### SCHOOL DISTRICT APPROVAL

HS Principal (or Dual Enrollment Contact) & School District Designee:

Recommend:

- ☐ Approval
- ☐ Disapproval

Recommend:

- ☐ Approval
- ☐ Disapproval

Principal/Contact: \_\_\_\_\_ School District Designee: \_\_\_\_\_

Date: \_\_\_\_\_ Date : \_\_\_\_\_

### ST. JOHNS RIVER STATE COLLEGE APPROVAL

Director of Dual Enrollment & Vice President for Academic Affairs/CAO

Recommend:

- ☐ Approval
- ☐ Disapproval

Recommend:

- ☐ Approval
- ☐ Disapproval

Director of DE: \_\_\_\_\_

Date: \_\_\_\_\_

VP for Academic Affairs: \_\_\_\_\_

Date : \_\_\_\_\_

## School Board of Clay County

### August 5, 2021 - Regular School Board Meeting

#### **Title**

C6 - 2021-22 Collegiate High School Contract Between the School Board of Clay County and District Board of Trustees of St. Johns River State College

#### **Description**

A collaborative agreement between the St. Johns River State College and the School Board of Clay County for Dual Enrollment purposes that deals with legislation requiring all school districts to have a K-12 program in place each year. This agreement renews the contract for another year with Orange Park High School and Middleburg High School. This program will lead to more students earning their "AA" degree upon graduating from high school.

#### **Gap Analysis**

Through the intentional work and collaboration of the two organizations and "Curriculum and Instructional" department, the program has gained momentum in these two communities (OPHS and MHS). The District will continue to identify students who are eligible for this opportunity by reviewing grades and goals.

#### **Previous Outcomes**

Clay County has had a positive working relationship with SJRSC and this agreement benefits the students of the District by allowing both college credits and high school credits at the same time.

#### **Expected Outcomes**

Clay County will continue to provide college-level courses on the two sites and to promote the "Collegiate High School" initiative.

#### **Strategic Plan Goal**

Goal 1: Develop a High Quality & Aligned Instructional System

Strategy 1.3: Prepare all students to be full option graduates who are prepared for college, eligible to enlist in military services, or able to compete in the workforce.

#### **Recommendation**

That the School Board of Clay County School approve the 2021-22 Collegiate High School Contract Between the School Board of Clay County and District Board of Trustees of St. Johns River State College.

#### **Contact**

Roger Dailey, Chief Academic Officer, 904.336.6904, roger.dailey@myoneclay.net

Treasure Pickett, Director of K-12 Academic Services, 904-336-6918, treasure.pickett@myoneclay.net

#### **Financial Impact**

Approximately \$170,000.00 - 100.5100730.9007.0000

#### **Review Comments**

#### **Attachments**

📎 [Aug 2021 - SJRSC Collegiate High School Contract.pdf](#)

# FOLLOW ALL PROCEDURES ON BACK OF THIS FORM

Contract # 210142  
Number Assigned by Purchasing Dept.



## CONTRACT REVIEW

BOARD MEETING DATE:

WHEN BOARD APPROVAL IS REQUIRED DO  
NOT PLACE ITEM ON AGENDA UNTIL  
REVIEW IS COMPLETED

☐ Must Have Board Approval over \$100,000.00

Date Submitted: 6/23/21  
Name of Contract Initiator: Treasure Pickett Telephone #: 336-6918  
School/Dept Submitting Contract: K-12 Academics Cost Center # 9007  
Vendor Name: St Johns River State College  
Contract Title: Collegiate High School Contract  
Contract Type: New ☒ Renewal ☐ Amendment ☐ Extension ☐ Previous Year Contract # 210020  
Contract Term: 1YR Renewal Option(s):  
Contract Cost: \$1,600,000 (includes Dual Enrollment cost)

☒ BUDGETED FUNDS – SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT

Funding Source: Budget Line # 100, 5100730, 9007, 0000, 0000

Funding Source: Budget Line # \_\_\_\_\_

☐ NO COST MASTER (COUNTY WIDE) CONTRACT - SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT

☐ INTERNAL ACCOUNT - IF FUNDED FROM SCHOOL IA FUNDS – SEND CONTRACT PACKAGE DIRECTLY TO SBAO

### REQUIRED DOCUMENTS FOR CONTRACT REVIEW PACKAGE (when applicable):

- \_\_\_\_ Completed Contract Review Form
- \_\_\_\_ SBAO Template Contract or other Contract (NOT SIGNED by District / School)
- \_\_\_\_ SIGNED Addendum A (if not an SBAO Template Contract)\*
- \*This Statement MUST BE included in the body of the Contract:  
"The terms and conditions of Addendum A are hereby incorporated into this Agreement and the same shall govern and prevail over any conflicting terms and/or conditions herein stated."
- \_\_\_\_ Certificate of Insurance (COI) for General Liability & Workers' Compensation that meet these requirements:  
COI must list the School Board of Clay County, Florida as an Additional Insured and Certificate Holder. Insurer must be rated as A- or better.  
General Liability = \$1,000,000 Each Occurrence & \$2,000,000 General Aggregate.  
Auto Liability = \$1,000,000 Combined Single Limit (\$5,000,000 for Charter Buses).  
Workers' Compensation = \$100,000 Minimum  
[If exempt from Workers' Compensation Insurance, vendor/contractor must sign a Release and Hold Harmless Form. If not exempt, vendor/contractor must provide Workers' Compensation coverage].
- \_\_\_\_ State of Florida Workers Comp Exemption (<https://apps.fldfs.com/bocexempt/>) (If Applicable)
- \_\_\_\_ COVID-19 Waiver (If Applicable)
- \_\_\_\_ Release and Hold Harmless (If Applicable)

### \*\* AREA BELOW FOR DISTRICT PERSONNEL ONLY \*\*

CONTRACT REVIEWED BY:	COMMENTS BELOW BY REVIEWING DEPARTMENT
Purchasing Department <u>BYS</u>	<u>See Correct Name for School Board of Clay County (SBCA), Date on Page 4 &amp; Add Student Grades: Correct # of pages, should be "5"</u>
Review Date <u>6/28/2021</u>	
School Board Attorney <u>JB</u>	<u>See changes on pages 1 and 5 from 20-21 Contract 210020</u>
Review Date <u>6/30/21</u>	
Other Dept. as Necessary	
Review Date	
PENDING STATUS: <input type="checkbox"/> YES <input type="checkbox"/> NO	IF YES, HIGHLIGHTED COMMENTS ABOVE MUST BE CORRECTED BY INITIATOR
FINAL STATUS	<input checked="" type="checkbox"/> <b>APPROVED</b> DATE: <u>7/6/21</u>



**2022 Collegiate High School Contract Between  
School Board of Clay County and  
District Board of Trustees of St. Johns River State College**

Section 1007.273, Florida Statutes, specifies the development of a contract between the state college presidents and the superintendents of schools within their respective state college districts for the purpose of establishing a collegiate high school. The purpose of the contract is to provide a primary framework within which all future Collegiate High School's objectives and activities shall be described. The School Board of Clay County, Florida hereinafter referred to as SBCC, and the District Board of Trustees of St. Johns River State College, hereinafter called SJR State, desire to implement the above statute.

**1. Parent and student notification process about student participation in the Collegiate High School:** SBCC and SJR State will work collaboratively to notify eligible students and their parents of all Dual Enrollment acceleration mechanisms. SBCC shall inform all eligible secondary students and their parents of Dual Enrollment as an educational option and mechanism for acceleration, including eligibility criteria, and the process by which students exercise their option to participate in Dual Enrollment. This information shall be included annually in each high school's curriculum guide, programs of study, student progression plan, and/or course catalog. SJR State shall work with each high school to provide information for their curriculum guides/progression plans/course catalogs, will coordinate inquiries to SJR State from parents and students with high school guidance staff, and will communicate directly with parents and students about Dual Enrollment options as appropriate. Additionally, SJR State's Director of Dual Enrollment will host annual Information Sessions for potential Dual Enrollment students on each of SJR State's campuses. The Director of Dual Enrollment will also host Information Sessions at the high school sites by request.

**2. Programs and courses available to students eligible for Dual Enrollment:**

*A. Program Description:* Collegiate High School is an option for public high school seniors to earn CAPE industry certifications (Section 1008.44) and to successfully complete a minimum of 30 college credit hours through the dual enrollment program. Section 1007.271, Florida Statutes, establishes that "the Dual Enrollment program is the enrollment of an eligible secondary student in a postsecondary course creditable toward high school completion and a career certificate or an associate or baccalaureate degree."

St. Johns River State College has collegiate high school programs at the following schools: Orange Park High School, Middleburg High School, Palatka High School, Interlachen High School, Pedro Menendez High School, and Toco Creek High School. SJR State's collegiate high school programs allow admitted students to complete a full 60-credits of dual enrollment coursework, culminating in earning both a standard high school diploma as well as an Associate of Arts (AA) Degree upon completing four years of high school. Students begin the program in the ninth grade, and in grades ninth-eleventh they take both college-level and high school coursework at their high school site, and in the twelfth grade, all coursework is completed on one of St. Johns River State College's three campuses.

*B. Collegiate High School Dual Enrollment Course Offerings:* Dual Enrollment college credit courses are recommended to the State Board of Education by the State Articulation Coordinating Committee as meeting high school graduation requirements. The *Dual Enrollment Course -- High School Subject Area Equivalency List* states the relationship between high school and college course subject areas and dictates the awarding of credit for said classes (available online at <http://www.fldoe.org/articulation/pdf/DEList.pdf>). All courses in the Statewide Course Numbering System, with the exception of remedial courses and physical education skills courses, can be used for Collegiate High School Dual

Enrollment credit and count toward high school graduation, including electives. These courses may include but are not limited to communications, humanities, mathematics, science, social sciences, foreign languages, and workforce education courses. Physical education and college preparatory courses are excluded from this Agreement. Physical education, college preparatory, and non-credit courses in addition to courses within selected limited access programs are excluded from this agreement, as are courses with activities that presume an adult-level of maturity and personal responsibility such as study abroad. Neither traditional high school nor dual enrolled high school students may be permitted to pay to take any college courses, including physical education or college preparatory classes. Dual Enrollment students must be A.A. degree, A.S. degree, or Career and Technical Certificate seeking students.

*C. Online Course Availability:* Collegiate High School students may take online dual enrollment courses assuming seating availability exists.

*D. Delineation of the high school credit earned for the passage of each Dual Enrollment course:* Students enrolled in Dual Enrollment courses shall earn both high school credit from SBCC and college credit from SJR State if they meet the minimum requirements for satisfactory completion of such courses. Students who complete a three (3), or four (4) credit hour Dual Enrollment course at SJR State with a passing grade will earn at least one-half (1/2) elective credit towards the high school diploma and/or designated subject credit assigned by the *Dual Enrollment Course -- High School Subject Area Equivalency List*.

### **3. Student eligibility requirements for participation in the Collegiate High School program:**

*A. Initial Eligibility Criteria for Student Participation:* Students can begin the Collegiate High School in the ninth grade. Students eligible to apply for the lottery to participate in one of the Collegiate High Schools must have a cumulative unweighted GPA of 3.0 in all academic coursework. Students must have a cumulative unweighted GPA of 3.0 in at least one academic high school course taken as an 8<sup>th</sup> grader. Collegiate high school students will be required to complete the P.E.R.T., ACT, and/or SAT so as to demonstrate readiness for college coursework. No student shall be enrolled in a college credit mathematics or English dual enrollment course unless the student has demonstrated adequate precollegiate preparation on the appropriate sections of the P.E.R.T., ACT, or SAT (a placement test score chart is available online on the College's website at <http://www.sjrstate.edu/catalog/placementtest.pdf>).

*B. Continued Eligibility Criteria for Student Participation:* Collegiate High School students who earn below a "C" (including a "W" grade) in any Dual Enrollment course will be subject to dismissal from the Collegiate High School and Dual Enrollment programs. All Dual Enrollment students must maintain an unweighted cumulative high school GPA of 3.0 or higher and a college GPA of 2.0 or higher to continue in the Dual Enrollment program. Students who do not meet these minimum standards to continue in Dual Enrollment may contact the Dual Enrollment Office to learn about the petition process. Students not maintaining this standard are subject to dismissal from the Collegiate High School and Dual Enrollment programs and will not be eligible for admission if this standard was not met at a previous college or university. Students who do not maintain satisfactory progress at the college will be placed on academic probation. Regardless of meeting student eligibility requirements for continued enrollment, a student may lose the opportunity to participate in a Dual Enrollment course if the student is disruptive to the learning process such that the progress of other students or the efficient administration of the course is hindered.

*C. Graduating seniors:* Students who graduate prior to completion of the postsecondary course may not register for the course through the Collegiate High School. Graduating seniors who successfully participated in dual enrollment while in high school may be approved to register as traditional, fee-paying students in summer courses that begin prior to the award of their high school diploma after completion of a waiver process that originates in the Office of Student Affairs; however, financial aid will not be available to students until after their high school diploma has been conferred.



**4. Process for students and their parents to elect to participate in the Collegiate High School:**

*A. Application Procedure:* In order to participate in the Collegiate High School program at SJR State, eligible rising 8<sup>th</sup> grade students are required to attend one of SJR State's Collegiate High School Information Sessions to receive the Collegiate High School Lottery Application. The completed Collegiate High School Lottery Application must be submitted, with all necessary signatures, by the posted deadline. SBCC will confirm that the student is eligible to participate in the collegiate high school prior to including the application in the Collegiate High School Lottery. Collegiate High School application deadlines will be published by the respective School District and posted on SJR State's website each spring [http://www.sjrstate.edu/collegiate\\_hs.html](http://www.sjrstate.edu/collegiate_hs.html)

*B. Registration (Enrollment) Process:* The Collegiate High School's registration policies will follow the same registration policies for the Dual Enrollment courses that are addressed in the SJR State and SBCC's Dual Enrollment articulation agreement. Parties involved with the Collegiate High School program will need to refer to the SJR State and SBCC's Dual Enrollment articulation agreement for the following areas: Acknowledgement of Principles of Participation, Registration Process, Disabilities Accommodation, Schedule Changes, Withdrawing from a course, Weighting of DE course, College Academic Calendar, and Grade Forgiveness.

**5. Identification of instructional methods and instructors for all courses:** *Collegiate High School Dual Enrollment*

*Instructors:* Teachers of Dual Enrollment Collegiate High School courses will have college teaching credentials established by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). Appropriate SBCC and SJR State staff shall meet and confer to recommend qualified faculty for Dual Enrollment classes taught on the high school site. Preference will be given to qualified high school teachers in the selection process. All instructors will meet or exceed the academic and professional preparation requirements for teaching at SJR State. All Dual Enrollment faculty will have completed at least eighteen (18) graduate semester hours in the teaching discipline and hold at least a master's degree. SJR State shall appoint all instructors.

**6. Identification of student advising and progress monitoring mechanisms:**

*A. High School Guidance Services:* SBCC's guidance staff will maintain oversight and monitoring responsibility to ensure the meeting of high school graduation requirements remains the first priority. In addition, SBCC's Dual Enrollment contact will check the unweighted GPA of Collegiate High School students to confirm GPA qualifications are met. To ensure seamless articulation and coordination, high school guidance counselors will meet at least once per year with SJR State's college advisors.

*B. College Guidance Services:* Prior to the beginning of the fall term, SJR State's Dual Enrollment Office will host Dual Enrollment Orientation Sessions on the College campus/or high school sites for new and returning Dual Enrollment students. The purpose of the Dual Enrollment Orientation Sessions will be to introduce the Dual Enrollment students to the College campus; highlight the SJR State guidance, career, library, and college planning services available; and clarify College policies and procedures. A key advising point that will be shared with parents and students is that Dual Enrollment grades are calculated and recorded in the student's college GPA and transcript, creating a permanent record that can impact future university admission decisions. At this time, all high school Dual Enrollment students will be assigned a MySJRState account. Through this online portal, the College will send the student communications about educational and career development activities. Additionally, Dual Enrollment students will work with the staff of SJR State's Dual Enrollment Office regularly throughout the process of planning and scheduling Dual Enrollment courses. Dual Enrollment and early admission students are encouraged to meet regularly with college counselors and to develop a post-secondary plan and major during information and orientation sessions. Dual Enrollment and Early Admission students will be required to meet with a College advisor after completion of 20 college credits.

*C. Progress Monitoring Mechanism:* Parties involved with the Collegiate High School program will need to refer to the SJR State and SBCC's Dual Enrollment articulation agreement for the following areas: Responsibility for Student Screening and Student Policies, Procedures, and Behavioral Expectations.

**7. Program Management and Quality Assurance:** Collegiate High School Dual Enrollment courses are college courses with the identical content and learning outcomes expected of all other college courses identified with the same statewide course prefixes and numbers. To ensure that the Dual Enrollment program demonstrates the level of academic rigor expected of all college courses and programs, SBCC and SJR State's Dual Enrollment Program will adhere to the rules dictated in the *Statement of Standards of Dual Enrollment /Early College Programs in the Florida State College System* (available online at <http://www.fldoe.org/articulation/pdf/DualEnrollmentStatementStandards.pdf>) that was codified in State Board of Education Rule 6A-14.064, FAC.

**8. Student Grades and Records:**

- A. *Student Grades:* Grades assigned by the post-secondary institution for Dual Enrollment courses, including the "W," are to be accepted at face value by SBCC and are not to be changed on the student's high school academic record (SBE Rule 6A-1.09941, F.A.C.).
- B. *Student Records:* SBCC and SJR State may provide personally identifiable student records to each other in the performance of this agreement. Such records are provided pursuant to Section 1002.22(3)(d), Florida Statutes, and 20 U.S.C.A. 1232g. Each party further agrees to comply with Section 1002.22, Florida Statutes, and 20 U.S.C.A. 1232g, including but not limited to provisions related to confidentiality, access, consent, length of retention and security of student records.

**9. Responsibility for Costs:**

For dual enrollment courses offered on the College campus and online, SBCC shall pay the standard tuition rate per credit hour from the Florida Education Finance Program (FEFP). For dual enrollment courses offered on the high school campus by a qualified high school teacher, by an SJR State adjunct, or by an SJR State full-time instructor, the school district shall be responsible for the college's actual costs associated with dual enrollment. For 2019-2020, the following per credit hour rates will apply:

- Course taught on SJR State Campus: \$71.98/credit hour
- Course taught online: \$71.98/credit hour
- Course taught on the high school campus by a qualified instructor paid by the District: No fee due to SJR State
- Course taught on the high school campus by an SJR State adjunct with a Master's Degree or full-time instructor teaching as an overload with a Master's Degree: \$580.00 per credit hour
- Course taught on the high school campus by an SJR State adjunct with a Doctoral Degree or full-time instructor teaching as an overload with a Doctoral Degree: \$664.00 per credit hour

Parties involved with the Collegiate High School program will need to refer to the SJR State and SBCC's Dual Enrollment articulation agreement for the following areas: Add/Drop and Withdrawal Policy, Student Fees, Instructional Materials, Instructor Fees, Facility and Laboratory Fees, Disability Services, and Student Transportation.

**9. Cost Savings to Students:** Based on SJR State's 2021-2022 in-state tuition rate for Florida residents of \$110 per credit hour, for 30 credit hours, the tuition cost savings to students would be \$3,300, and the estimated textbook cost savings to students would be \$1,420, for a total cash savings of \$4,720. For students who complete the full SJR State Collegiate High School program, completing 60 college credits and earning the Associate in Arts degree, the tuition cost savings to students would be \$6,600, and the estimated textbook cost savings to students would be \$2,840, for a total cash savings of \$9,440.



**2022 Collegiate High School Contract Execution Between  
School Board of Clay County and  
St. Johns River State College**

This Contract is subject to all pertinent state and federal laws and regulations of the Department of Education, State of Florida, Title VI and VII of the Civil Rights Act of 1964, and all regulations, rules, and guidelines promulgated thereunder. The parties expressly agree to maintain records in compliance with the Florida Public Records Act subject only to the privacy rights guaranteed by applicable state and federal laws and regulations. The violation of any federal or state law or regulation in the conduct of this Agreement may constitute a breach of this Agreement. Under determination of such violation, this Agreement may be terminated. It is expressly understood by both parties that neither party has authority or control over the other party's employees, officers, or agents.

This agreement is made between the District Board of Trustees of St. Johns River State College and School Board of Clay County.

Signed on this \_\_\_\_\_ day of \_\_\_\_\_ 2021

**for the District Board of Trustees of St. Johns River State College:**

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Chairman, St. Johns River State College

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President, St. Johns River State College

Signed on this \_\_\_\_\_ day of \_\_\_\_\_ 2021

**for School Board of Clay County, Florida:**

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Chairman, School Board of Clay County

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Superintendent, School Board of Clay County

## School Board of Clay County

### August 5, 2021 - Regular School Board Meeting

#### Title

C7 - Approval for the Purchase of i-Ready Math and Assessment Reading for the 2021-2022 School Year

#### Description

I-Ready Mathematics is an online program that provides students of all ages with differentiated instruction and supports them on their individual paths to success. Backed by cutting-edge research on best mathematics learning practices, students gain experience through concrete examples and engaging lessons. Its responsive instruction provides consistent insight into student understanding and performance, enabling teachers to monitor their students' progress and help them prepare for standards-based assessments and beyond. The rich data from the i-Ready Assessment empowers teachers with a deeper knowledge of their students' needs. Based on industry-leading research into assessment design and backed by extensive validity evidence, sophisticated data is transformed into meaningful, actionable insights that make differentiating instruction a reality for teachers. A suite of intuitive reports provides a common language through which both teachers and administrators can work toward the shared goal of student achievement.

I-Ready Diagnostic for reading is an adaptive assessment with comprehensive reporting for teachers in grades K-3 for teachers and administrators. i-Ready diagnostic data is used to determine VAM scores in grades K-2. In addition, i-Ready Spring Diagnostic Data is state-approved to use as a Good Cause Promotion option for students in third grade.

#### Gap Analysis

I-Ready Mathematics offers a diagnostic tool that will place a student at their current level of proficiency. Each student is assigned a prescriptive pathway based on the results of the diagnostic to fill in the skill gaps from previous years in order to move the students towards grade-level proficiency.

I-Ready Diagnostic is an adaptive assessment designed to provide teachers with actionable insight into student needs. The Diagnostic offers a complete picture of student performance and growth, eliminating the need for multiple, redundant tests. Diagnostic results also ensure teachers provide instruction that matches the unique learning needs of their students in grades K-3. i-Ready Diagnostic for math (K-8) and reading (K-3) provides teachers and administrators with beginning of the year (BOY), mid-year (MY), and end of year (EOY) progress monitoring data required for data decision making.

#### Previous Outcomes

I-Ready Mathematics: Based on the beginning of the year BOY i-Ready Mathematics student performance data compared to EOY student performance data, students working on grade-level increased from 7% to 41%, students working one-grade level below decreased from 69% to 47%, and students working two or more grade levels below decreased from 23% to 12% during the 2020-2021 school year.

I-Ready Reading: Based on BOY i-Ready Reading student performance data compared to EOY student performance data, students working on grade-level increased from 17% to 44%, students working one-grade level below decreased from 61% to 43%, and students working two or more grade levels below decreased from 22% to 12% during the 2020-2021 school year.

#### Expected Outcomes

I-Ready Mathematics: Implementation of i-Ready Mathematics as an intervention in grades K-8 will assist with closing achievement gaps with students identified as having substantial deficiencies in mathematics measured by individual student growth rates on i-Ready Diagnostic for Math.

I-Ready Diagnostic Reading: Teachers in grades K-3 will increase their ability to utilize diagnostic data to drive decision-making relating to instruction and intervention.

#### Strategic Plan Goal

Goal 1: Develop a High Quality & Aligned Instructional System.

Strategy 1.1: Provide teachers and students with the tools and resources necessary to meet the demands of the Florida Standards and students' individual needs.

**Recommendation**

That the Clay County School Board approve the purchase of i-Ready Mathematics site and student licenses, teacher toolbox, and professional development for grades K-8 for the 2021-2022 school year. That the Clay County School Board approve the purchase of i-Ready Diagnostic Reading for grades K-3 for the 2021-2022 school year.

**Contact**

Roger Dailey, Chief Academic Officer, 904.336.6904 [roger.dailey@myoneclay.net](mailto:roger.dailey@myoneclay.net)

**Financial Impact**

The financial impact of the i-Ready site and student licenses, teacher toolbox, and professional development will not exceed \$623,788 from the 2021-2022 SAI allocation and Title II funds.

**Review Comments****Attachments**

🔗 [Contract 210132 Curriculum Associates 2021-2022.pdf](#)

DRAFT

**FOLLOW ALL PROCEDURES ON BACK OF THIS FORM**

Contract # 210132  
Number Assigned by Purchasing Dept.



# **CONTRACT REVIEW**

BOARD MEETING DATE:  
August 5, 2021  
WHEN BOARD APPROVAL IS REQUIRED DO  
NOT PLACE ITEM ON AGENDA UNTIL  
REVIEW IS COMPLETED  
☒ Must Have Board Approval over \$100,000.00

Date Submitted: June 2, 2021

Name of Contract Initiator: Roger Dailey

Telephone #: 904-336-6904

School/Dept Submitting Contract: Academic Services

Cost Center # 9111

Vendor Name: Curriculum Associates

Contract Title: iReady

Number 5

Contract Type: New ☐ Renewal ☐ Amendment ☒ Extension ☐ Previous Year Contract # 200130

Contract Term: One year

Renewal Option(s):

Contract Cost: \$623,788.00

☒ **BUDGETED FUNDS – SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT**

Funding Source: Budget Line # 100.5100369.9111.1122.0000.000.0 - \$571,288.00

Funding Source: Budget Line # 420.6400310.9009.0000.4020.000.2 - \$ 52,500.00

☐ **NO COST MASTER (COUNTY WIDE) CONTRACT - SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT**

☐ **INTERNAL ACCOUNT - IF FUNDED FROM SCHOOL IA FUNDS – SEND CONTRACT PACKAGE DIRECTLY TO SBAO**

**REQUIRED DOCUMENTS FOR CONTRACT REVIEW PACKAGE (when applicable):**

☒ Completed Contract Review Form

SBAO Template Contract or other Contract (NOT SIGNED by District / School)

SIGNED Addendum A (if not an SBAO Template Contract)\*

\*This Statement MUST BE included in the body of the Contract:

"The terms and conditions of Addendum A are hereby incorporated into this Agreement and the same shall govern and prevail over any conflicting terms and/or conditions herein stated."

☒ Certificate of Insurance (COI) for General Liability & Workers' Compensation that meet these requirements:

COI must list the School Board of Clay County, Florida as an Additional Insured and Certificate Holder. Insurer must be rated as A- or better.

General Liability = \$1,000,000 Each Occurrence & \$2,000,000 General Aggregate.

Auto Liability = \$1,000,000 Combined Single Limit (\$5,000,000 for Charter Buses).

Workers' Compensation = \$100,000 Minimum

[If exempt from Workers' Compensation Insurance, vendor/contractor must sign a Release and Hold Harmless Form. If not exempt, vendor/contractor must provide Workers' Compensation coverage].

State of Florida Workers Comp Exemption (<https://apps.fldfs.com/bocexempt/>) (If Applicable)

COVID-19 Waiver (If Applicable)

Release and Hold Harmless (If Applicable)

RECEIVED  
JUN - 2 2021  
PURCHASING

RECEIVED  
6/08/2021  
SBAO

**\*\*AREA BELOW FOR DISTRICT PERSONNEL ONLY \*\***

**CONTRACT REVIEWED BY:**

**COMMENTS BELOW BY REVIEWING DEPARTMENT**

Purchasing Department

B78

Review Date

6/7/2021

Need written Amendment #5 by Attorney. DONE ✓  
Dept. wants to Renew for 21/22 Sy.  
Attached = Original Contract & Amendments 1,2,3,4  
for Attorney use.

School Board Attorney

28

Review Date

6/10/21

Amendment 5 sent by email to  
purchasing.  
Printed copy attached hereto.  
B

Other Dept. as Necessary

Review Date

PENDING STATUS: ☐ YES ☐ NO

IF YES, HIGHLIGHTED COMMENTS ABOVE MUST BE CORRECTED BY INITIATOR

FINAL STATUS

☒ **APPROVED**

DATE: 6/10/2021



**AMENDMENT NUMBER FIVE (5) TO  
AGREEMENT BETWEEN  
THE SCHOOL BOARD OF CLAY COUNTY, FLORIDA,  
AND CURRICULUM ASSOCIATES, LLC**

This Amendment number five (5) to the Contract (hereafter “original Contract”) between **THE SCHOOL BOARD OF CLAY COUNTY, FLORIDA**, (“Board”), and **CURRICULUM ASSOCIATES, LLC**, (“Contractor”), collectively referred to as “the Parties,” which original Agreement was entered into by the parties on July 19, 2017, shall become effective on the date last executed by either of the parties and shall serve to modify original Agreement and all previous Amendments to said original Agreement as set forth herein.

WHEREAS, the 2017 Agreement concerned the licensing and provisions of ‘I-Ready’ computer-based education programming, assessment, and associated services (“the Program”) for a limited number of district students and employees, and

WHEREAS, the Parties entered into Amendments Number One, Two, Three and Four in 2017, 2018, 2019 and 2020 to expand the scope and duration of the 2017 Agreement, and

WHEREAS, the term of the 2017 Agreement and Amendment Number Four (4) expire July 18, 2021, and

WHEREAS, the Parties now seek to expand the scope and term of services such that the Program will be available to a greater number of students and employees, and

NOW THEREFORE, the Parties have mutually agreed to modify the terms of the original Agreement and the previously executed four Amendments as follows:

1. The 2017 Agreement is hereby renewed and amended such that the Program will be amended as is specifically set forth in Composite Exhibit “A” (i.e., May 25, 2021 Price Quotes) to this Amendment Number Five.
2. The term of the 2017 Agreement as set forth in the prior Amendment Four, is hereby amended such that the Agreement shall expire on July, 18, 2022.
3. All other terms and conditions of the original Contract, including those changes made in Amendments One, Two, Three and Four, which do not conflict with the terms of Composite Exhibit “A”, shall remain unmodified and in full force and effect.
4. The only effect of this Amendment is to modify the Agreement term, cost and included products and services as set forth herein.

IN WITNESS WHEREOF, the Parties, by the execution of this Amendment Number Five (5) by their authorized representatives below, bind themselves to all terms of this Amendment

Five (5) to the original Contract and to the remaining unmodified terms of the Original Contract and previous Amendments.

AS TO:

**THE SCHOOL BOARD OF CLAY  
COUNTY, FLORIDA**

By: \_\_\_\_\_  
Printed Name: Mary S. Bolla  
Title: Chairman, School Board of Clay County, Florida  
Date: \_\_\_\_\_

AS TO:

**CURRICULUM ASSOCIATES, LLC.**

By: Robert Waldron  
Printed Name: Robert Waldron  
Title: Chief Executive Officer  
Date: June 11, 2021

# Curriculum Associates<sup>®</sup>

**Prepared For:**

Bianca Montoro  
Clay County School District  
900 Walnut St,  
Green Cv Spgs, FL 32043

**i-Ready Math D&I + i-Ready Reading D + Toolbox Math + PD**

5/25/2021

Dear Bianca Montoro,

Thank you for requesting a price quote from Curriculum Associates. The chart below provides a summary of the products and/or services included. If you have any questions or would like any changes, please contact us.

Quote ID: 245578.17      Valid through: 12/31/2021

Product	List Price	Net Price
i-Ready	\$562,700.00	\$456,198.00
Toolbox	\$135,400.00	\$115,090.00
Professional Development	\$70,000.00	\$52,500.00
	List Total:	\$768,100.00
	Savings:	\$144,312.00
	Shipping/Tax/Other:	\$0.00
	Total:	\$623,788.00

Thank you again for your interest in Curriculum Associates.

**Sincerely**

Mary Arnold 386-449-  
9255  
marnold@cainc.com

**Please submit this quote with your purchase order**

# Curriculum Associates®

Quote ID: 245578.17 Date: 5/25/2021 Valid through: 12/31/2021

## Prepared For:

Bianca Montoro  
Clay County School District  
900 Walnut St,  
Green Cv Spgs, FL 32043  
bianca.montoro@myoneclay.net  
(904) 336-6500

## Your Representative:

Mary Arnold 386-449-  
9255  
marnold@cainc.com

## i-Ready Math D&I + i-Ready Reading D + Toolbox Math + PD

### Argyle Elementary School 2625 Spencers Plantation Blvd, Orange Park, FL 32073

Total Building Enrollment: 690, Grade Range: PK - 6

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Professional Development i-Ready Assessment and Personalized Instruction Tailored Support Session (up to 6 hrs)	Multiple	16954.0	1	\$2,000.00	\$1,500.00	\$1,500.00
i-Ready Assessment and Personalized Instruction Math Site License 501-800 Students 1 Year	Multiple	14944.0	1	\$12,500.00	\$11,250.00	\$11,250.00
i-Ready Learning Teacher Toolbox Access Math Per Site 501-800 students (1 Year)	Multiple	28270.0	1	\$3,800.00	\$3,230.00	\$3,230.00
i-Ready Partners Implementation Support- Provisioning, Tech Support, Hosting, Data Management, Implementation Planning, Data Reviews, and Check ins (1 Year)	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00
i-Ready Assessment Reading Per Student License 1 Year	Multiple	13088.0	344	\$6.00	\$5.10	\$1,754.40
Subtotal:						\$17,734.40
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$17,734.40

### Charles E Bennett Elem School 1 S Oakridge Ave, Green Cv Spgs, FL 32043

Total Building Enrollment: 658, Grade Range: PK - 6

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Professional Development i-Ready Assessment and Personalized Instruction Tailored Support Session (up to 6 hrs)	Multiple	16954.0	1	\$2,000.00	\$1,500.00	\$1,500.00
i-Ready Assessment and Personalized Instruction Math Site License 501-800 Students 1 Year	Multiple	14944.0	1	\$12,500.00	\$11,250.00	\$11,250.00
i-Ready Learning Teacher Toolbox Access Math Per Site 501-800 students (1 Year)	Multiple	28270.0	1	\$3,800.00	\$3,230.00	\$3,230.00
i-Ready Partners Implementation Support- Provisioning, Tech Support, Hosting, Data Management, Implementation Planning, Data Reviews, and Check ins (1 Year)	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00
i-Ready Assessment Reading Per Student License 1 Year	Multiple	13088.0	320	\$6.00	\$5.10	\$1,632.00
Subtotal:						\$17,612.00
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$17,612.00



**Clay County School District 900 Walnut St, Green Cv Spgs, FL 32043**

Total Building Enrollment: 25687, Grade Range: PK - 12

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Professional Development i-Ready Assessment and Personalized Instruction Add on Leadership Session (Up to 3 hrs)	Multiple	19984.0	3	\$0.00	\$0.00	\$0.00
Subtotal:						\$0.00
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$0.00

**Clay Hill Elementary School 6345 County Road 218, Jacksonville, FL 32234**

Total Building Enrollment: 414, Grade Range: K - 6

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Professional Development i-Ready Assessment and Personalized Instruction Tailored Support Session (up to 6 hrs)	Multiple	16954.0	1	\$2,000.00	\$1,500.00	\$1,500.00
i-Ready Assessment and Personalized Instruction Math Site License 351-500 Students 1 Year	Multiple	14943.0	1	\$10,620.00	\$9,558.00	\$9,558.00
i-Ready Learning Teacher Toolbox Access Math Per Site 351-500 students (1 Year)	Multiple	28269.0	1	\$3,300.00	\$2,805.00	\$2,805.00
i-Ready Partners Implementation Support- Provisioning, Tech Support, Hosting, Data Management, Implementation Planning, Data Reviews, and Check ins (1 Year)	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00
i-Ready Assessment Reading Per Student License 1 Year	Multiple	13088.0	244	\$6.00	\$5.10	\$1,244.40
Subtotal:						\$15,107.40
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$15,107.40

**Clay Virtual Academy 2306 Kingsley Ave, Orange Park, FL 32073**

Total Building Enrollment: 162, Grade Range: K - 12

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
i-Ready Assessment Reading Per Student License 1 Year	Multiple	13088.0	162	\$6.00	\$5.10	\$826.20
Subtotal:						\$826.20
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$826.20

**Coppergate Elementary School 3460 Copper Colts Ct, Middleburg, FL 32068**

Total Building Enrollment: 540, Grade Range: K - 6

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Professional Development i-Ready Assessment and Personalized Instruction Tailored Support Session (up to 6 hrs)	Multiple	16954.0	1	\$2,000.00	\$1,500.00	\$1,500.00
i-Ready Assessment and Personalized Instruction Math Site License 501-800 Students 1 Year	Multiple	14944.0	1	\$12,500.00	\$11,250.00	\$11,250.00
i-Ready Learning Teacher Toolbox Access Math Per Site 501-800 students (1 Year)	Multiple	28270.0	1	\$3,800.00	\$3,230.00	\$3,230.00
i-Ready Partners Implementation Support- Provisioning, Tech Support, Hosting, Data Management, Implementation Planning, Data Reviews, and Check ins (1 Year)	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00

i-Ready Assessment Reading Per Student License 1 Year	Multiple	13088.0	295	\$6.00	\$5.10	\$1,504.50
Subtotal:						\$17,484.50
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$17,484.50

### Discovery Oaks ES 950 Oakleaf Plantation Pkwy, Orange Park, FL 32065

Total Building Enrollment: 500, Grade Range: K - 6

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Professional Development i-Ready Assessment and Personalized Instruction Tailored Support Session (up to 6 hrs)	Multiple	16954.0	1	\$2,000.00	\$1,500.00	\$1,500.00
i-Ready Assessment and Personalized Instruction Math Site License 351-500 Students 1 Year	Multiple	14943.0	1	\$10,620.00	\$9,558.00	\$9,558.00
i-Ready Learning Teacher Toolbox Access Math Per Site 351-500 students (1 Year)	Multiple	28269.0	1	\$3,300.00	\$2,805.00	\$2,805.00
i-Ready Partners Implementation Support- Provisioning, Tech Support, Hosting, Data Management, Implementation Planning, Data Reviews, and Check ins (1 Year)	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00
i-Ready Assessment Reading Per Student License 1 Year	Multiple	13088.0	426	\$6.00	\$5.10	\$2,172.60
Subtotal:						\$16,035.60
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$16,035.60

### Doctors Inlet Elem School 2634 County Road 220, Middleburg, FL 32068

Total Building Enrollment: 595, Grade Range: PK - 6

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Professional Development i-Ready Assessment and Personalized Instruction Tailored Support Session (up to 6 hrs)	Multiple	16954.0	1	\$2,000.00	\$1,500.00	\$1,500.00
i-Ready Assessment and Personalized Instruction Math Site License 501-800 Students 1 Year	Multiple	14944.0	1	\$12,500.00	\$11,250.00	\$11,250.00
i-Ready Learning Teacher Toolbox Access Math Per Site 501-800 students (1 Year)	Multiple	28270.0	1	\$3,800.00	\$3,230.00	\$3,230.00
i-Ready Partners Implementation Support- Provisioning, Tech Support, Hosting, Data Management, Implementation Planning, Data Reviews, and Check ins (1 Year)	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00
i-Ready Assessment Reading Per Student License 1 Year	Multiple	13088.0	269	\$6.00	\$5.10	\$1,371.90
Subtotal:						\$17,351.90
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$17,351.90

### Fleming Island Elem School 4425 Lakeshore Dr, Orange Park, FL 32003

Total Building Enrollment: 651, Grade Range: PK - 6

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Professional Development i-Ready Assessment and Personalized Instruction Tailored Support Session (up to 6 hrs)	Multiple	16954.0	1	\$2,000.00	\$1,500.00	\$1,500.00
i-Ready Assessment and Personalized Instruction Math Site License 501-800 Students 1 Year	Multiple	14944.0	1	\$12,500.00	\$11,250.00	\$11,250.00



i-Ready Learning Teacher Toolbox Access Math Per Site 501-800 students (1 Year)	Multiple	28270.0	1	\$3,800.00	\$3,230.00	\$3,230.00
i-Ready Partners Implementation Support- Provisioning, Tech Support, Hosting, Data Management, Implementation Planning, Data Reviews, and Check ins (1 Year)	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00
i-Ready Assessment Reading Per Student License 1 Year	Multiple	13088.0	364	\$6.00	\$5.10	\$1,856.40
Subtotal:						\$17,836.40
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$17,836.40

### Green Cove Springs Jr High Sch 1220 Bonaventure Ave, Green Cove Springs, FL 32043

Total Building Enrollment: 771, Grade Range: 7 - 8

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Professional Development i-Ready Assessment and Personalized Instruction Tailored Support Session (up to 6 hrs)	Multiple	16954.0	1	\$2,000.00	\$1,500.00	\$1,500.00
i-Ready Assessment and Personalized Instruction Math Site License 501-800 Students 1 Year	Multiple	14944.0	1	\$12,500.00	\$11,250.00	\$11,250.00
i-Ready Learning Teacher Toolbox Access Math Per Site 501-800 students (1 Year)	Multiple	28270.0	1	\$3,800.00	\$3,230.00	\$3,230.00
i-Ready Partners Implementation Support- Provisioning, Tech Support, Hosting, Data Management, Implementation Planning, Data Reviews, and Check ins (1 Year)	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00
Subtotal:						\$15,980.00
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$15,980.00

### Grove Park Elementary School 1643 Miller St, Orange Park, FL 32073

Total Building Enrollment: 498, Grade Range: K - 6

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Professional Development i-Ready Assessment and Personalized Instruction Tailored Support Session (up to 6 hrs)	Multiple	16954.0	1	\$2,000.00	\$1,500.00	\$1,500.00
i-Ready Assessment and Personalized Instruction Math Site License 351-500 Students 1 Year	Multiple	14943.0	1	\$10,620.00	\$9,558.00	\$9,558.00
i-Ready Learning Teacher Toolbox Access Math Per Site 351-500 students (1 Year)	Multiple	28269.0	1	\$3,300.00	\$2,805.00	\$2,805.00
i-Ready Partners Implementation Support- Provisioning, Tech Support, Hosting, Data Management, Implementation Planning, Data Reviews, and Check ins (1 Year)	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00
i-Ready Assessment Reading Per Student License 1 Year	Multiple	13088.0	282	\$6.00	\$5.10	\$1,438.20
Subtotal:						\$15,301.20
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$15,301.20

### Keystone Heights Elem School 335 Sw Pecan St, Keystone Hgts, FL 32656

Total Building Enrollment: 784, Grade Range: PK - 6

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
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Professional Development i-Ready Assessment and Personalized Instruction Tailored Support Session (up to 6 hrs)	Multiple	16954.0	1	\$2,000.00	\$1,500.00	\$1,500.00
i-Ready Assessment and Personalized Instruction Math Site License 501-800 Students 1 Year	Multiple	14944.0	1	\$12,500.00	\$11,250.00	\$11,250.00
i-Ready Learning Teacher Toolbox Access Math Per Site 501-800 students (1 Year)	Multiple	28270.0	1	\$3,800.00	\$3,230.00	\$3,230.00
i-Ready Partners Implementation Support- Provisioning, Tech Support, Hosting, Data Management, Implementation Planning, Data Reviews, and Check ins (1 Year)	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00
i-Ready Assessment Reading Per Student License 1 Year	Multiple	13088.0	411	\$6.00	\$5.10	\$2,096.10
Subtotal:						\$18,076.10
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$18,076.10

### Keystone Heights Jr Sr HS 900 Orchid Ave, Keystone Hgts, FL 32656

Total Building Enrollment: 402, Grade Range: 7 - 12

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Professional Development i-Ready Assessment and Personalized Instruction Tailored Support Session (up to 6 hrs)	Multiple	16954.0	1	\$2,000.00	\$1,500.00	\$1,500.00
i-Ready Assessment and Personalized Instruction Math Site License 351-500 Students 1 Year	Multiple	14943.0	1	\$10,620.00	\$9,558.00	\$9,558.00
i-Ready Learning Teacher Toolbox Access Math Per Site 351-500 students (1 Year)	Multiple	28269.0	1	\$3,300.00	\$2,805.00	\$2,805.00
i-Ready Partners Implementation Support- Provisioning, Tech Support, Hosting, Data Management, Implementation Planning, Data Reviews, and Check ins (1 Year)	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00
Subtotal:						\$13,863.00
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$13,863.00

### Lake Asbury Elementary School 2901 Sandridge Rd, Green Cv Spgs, FL 32043

Total Building Enrollment: 784, Grade Range: PK - 6

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Professional Development i-Ready Assessment and Personalized Instruction Tailored Support Session (up to 6 hrs)	Multiple	16954.0	1	\$2,000.00	\$1,500.00	\$1,500.00
i-Ready Assessment and Personalized Instruction Math Site License 501-800 Students 1 Year	Multiple	14944.0	1	\$12,500.00	\$11,250.00	\$11,250.00
i-Ready Learning Teacher Toolbox Access Math Per Site 501-800 students (1 Year)	Multiple	28270.0	1	\$3,800.00	\$3,230.00	\$3,230.00
i-Ready Partners Implementation Support- Provisioning, Tech Support, Hosting, Data Management, Implementation Planning, Data Reviews, and Check ins (1 Year)	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00
i-Ready Assessment Reading Per Student License 1 Year	Multiple	13088.0	406	\$6.00	\$5.10	\$2,070.60
Subtotal:						\$18,050.60
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$18,050.60



### Lake Asbury Junior High School 2851 Sandridge Rd, Green Cv Spgs, FL 32043

Total Building Enrollment: 1109, Grade Range: 7 - 8

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Professional Development i-Ready Assessment and Personalized Instruction Tailored Support Session (up to 6 hrs)	Multiple	16954.0	1	\$2,000.00	\$1,500.00	\$1,500.00
i-Ready Assessment and Personalized Instruction Math Site License 801-1200 Students 1 Year	Multiple	14945.0	1	\$16,080.00	\$14,472.00	\$14,472.00
i-Ready Learning Teacher Toolbox Access Math Per Site 801-1200 students (1 Year)	Multiple	28271.0	1	\$4,700.00	\$3,995.00	\$3,995.00
i-Ready Partners Implementation Support- Provisioning, Tech Support, Hosting, Data Management, Implementation Planning, Data Reviews, and Check ins (1 Year)	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00
Subtotal:						\$19,967.00
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$19,967.00

### Lakeside Elementary School 2752 Moody Ave, Orange Park, FL 32073

Total Building Enrollment: 725, Grade Range: K - 6

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Professional Development i-Ready Assessment and Personalized Instruction Tailored Support Session (up to 6 hrs)	Multiple	16954.0	1	\$2,000.00	\$1,500.00	\$1,500.00
i-Ready Assessment and Personalized Instruction Math Site License 501-800 Students 1 Year	Multiple	14944.0	1	\$12,500.00	\$11,250.00	\$11,250.00
i-Ready Learning Teacher Toolbox Access Math Per Site 501-800 students (1 Year)	Multiple	28270.0	1	\$3,800.00	\$3,230.00	\$3,230.00
i-Ready Partners Implementation Support- Provisioning, Tech Support, Hosting, Data Management, Implementation Planning, Data Reviews, and Check ins (1 Year)	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00
i-Ready Assessment Reading Per Student License 1 Year	Multiple	13088.0	390	\$6.00	\$5.10	\$1,989.00
Subtotal:						\$17,969.00
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$17,969.00

### Lakeside Junior High School 2750 Moody Ave, Orange Park, FL 32073

Total Building Enrollment: 834, Grade Range: 7 - 8

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Professional Development i-Ready Assessment and Personalized Instruction Tailored Support Session (up to 6 hrs)	Multiple	16954.0	1	\$2,000.00	\$1,500.00	\$1,500.00
i-Ready Assessment and Personalized Instruction Math Site License 801-1200 Students 1 Year	Multiple	14945.0	1	\$16,080.00	\$14,472.00	\$14,472.00
i-Ready Learning Teacher Toolbox Access Math Per Site 801-1200 students (1 Year)	Multiple	28271.0	1	\$4,700.00	\$3,995.00	\$3,995.00
i-Ready Partners Implementation Support- Provisioning, Tech Support, Hosting, Data Management, Implementation Planning, Data Reviews, and Check ins (1 Year)	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00
Subtotal:						\$19,967.00
Shipping:						\$0.00
Tax:						\$0.00

School Subtotal: \$19,967.00

### McRae Elementary School 6770 County Road 315, Keystone Hgts, FL 32656

Total Building Enrollment: 532, Grade Range: PK - 6

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Professional Development i-Ready Assessment and Personalized Instruction Tailored Support Session (up to 6 hrs)	Multiple	16954.0	1	\$2,000.00	\$1,500.00	\$1,500.00
i-Ready Assessment and Personalized Instruction Math Site License 501-800 Students 1 Year	Multiple	14944.0	1	\$12,500.00	\$11,250.00	\$11,250.00
i-Ready Learning Teacher Toolbox Access Math Per Site 501-800 students (1 Year)	Multiple	28270.0	1	\$3,800.00	\$3,230.00	\$3,230.00
i-Ready Partners Implementation Support- Provisioning, Tech Support, Hosting, Data Management, Implementation Planning, Data Reviews, and Check ins (1 Year)	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00
i-Ready Assessment Reading Per Student License 1 Year	Multiple	13088.0	282	\$6.00	\$5.10	\$1,438.20
					Subtotal:	\$17,418.20
					Shipping:	\$0.00
					Tax:	\$0.00
					School Subtotal:	\$17,418.20

### Middleburg Elementary School 3958 Main St, Middleburg, FL 32068

Total Building Enrollment: 577, Grade Range: K - 6

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Professional Development i-Ready Assessment and Personalized Instruction Tailored Support Session (up to 6 hrs)	Multiple	16954.0	1	\$2,000.00	\$1,500.00	\$1,500.00
i-Ready Assessment and Personalized Instruction Math Site License 501-800 Students 1 Year	Multiple	14944.0	1	\$12,500.00	\$11,250.00	\$11,250.00
i-Ready Learning Teacher Toolbox Access Math Per Site 501-800 students (1 Year)	Multiple	28270.0	1	\$3,800.00	\$3,230.00	\$3,230.00
i-Ready Partners Implementation Support- Provisioning, Tech Support, Hosting, Data Management, Implementation Planning, Data Reviews, and Check ins (1 Year)	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00
i-Ready Assessment Reading Per Student License 1 Year	Multiple	13088.0	306	\$6.00	\$5.10	\$1,560.60
					Subtotal:	\$17,540.60
					Shipping:	\$0.00
					Tax:	\$0.00
					School Subtotal:	\$17,540.60

### Montclair Elementary School 2398 Moody Ave, Orange Park, FL 32073

Total Building Enrollment: 510, Grade Range: K - 6

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Professional Development i-Ready Assessment and Personalized Instruction Tailored Support Session (up to 6 hrs)	Multiple	16954.0	1	\$2,000.00	\$1,500.00	\$1,500.00
i-Ready Assessment and Personalized Instruction Math Site License 501-800 Students 1 Year	Multiple	14944.0	1	\$12,500.00	\$11,250.00	\$11,250.00
i-Ready Learning Teacher Toolbox Access Math Per Site 501-800 students (1 Year)	Multiple	28270.0	1	\$3,800.00	\$3,230.00	\$3,230.00
i-Ready Partners Implementation Support- Provisioning, Tech Support, Hosting, Data Management, Implementation Planning, Data Reviews, and Check ins (1 Year)	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00



i-Ready Assessment Reading Per Student License 1 Year	Multiple	13088.0	229	\$6.00	\$5.10	\$1,167.90
Subtotal:						\$17,147.90
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$17,147.90

### Oakleaf Junior High School 4085 Plantation Oaks Blvd, Orange Park, FL 32065

Total Building Enrollment: 1544, Grade Range: 6 - 8

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Professional Development i-Ready Assessment and Personalized Instruction Tailored Support Session (up to 6 hrs)	Multiple	16954.0	1	\$2,000.00	\$1,500.00	\$1,500.00
i-Ready Assessment and Personalized Instruction Math Site License 1201 or more Students 1 Year	Multiple	14946.0	1	\$17,980.00	\$16,182.00	\$16,182.00
i-Ready Learning Teacher Toolbox Access Math Per Site 1201 or more students (1 Year)	Multiple	28272.0	1	\$5,100.00	\$4,335.00	\$4,335.00
i-Ready Partners Implementation Support- Provisioning, Tech Support, Hosting, Data Management, Implementation Planning, Data Reviews, and Check ins (1 Year)	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00
Subtotal:						\$22,017.00
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$22,017.00

### Oakleaf Village Elementary Sch 410 Oakleaf Village Pkwy, Orange Park, FL 32065

Total Building Enrollment: 852, Grade Range: PK - 6

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Professional Development i-Ready Assessment and Personalized Instruction Tailored Support Session (up to 6 hrs)	Multiple	16954.0	1	\$2,000.00	\$1,500.00	\$1,500.00
i-Ready Assessment and Personalized Instruction Math Site License 801-1200 Students 1 Year	Multiple	14945.0	1	\$16,080.00	\$14,472.00	\$14,472.00
i-Ready Learning Teacher Toolbox Access Math Per Site 801-1200 students (1 Year)	Multiple	28271.0	1	\$4,700.00	\$3,995.00	\$3,995.00
i-Ready Partners Implementation Support- Provisioning, Tech Support, Hosting, Data Management, Implementation Planning, Data Reviews, and Check ins (1 Year)	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00
i-Ready Assessment Reading Per Student License 1 Year	Multiple	13088.0	524	\$6.00	\$5.10	\$2,672.40
Subtotal:						\$22,639.40
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$22,639.40

### Orange Park Elementary School 1401 Plainfield Ave, Orange Park, FL 32073

Total Building Enrollment: 484, Grade Range: K - 6

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Professional Development i-Ready Assessment and Personalized Instruction Tailored Support Session (up to 6 hrs)	Multiple	16954.0	1	\$2,000.00	\$1,500.00	\$1,500.00
i-Ready Assessment and Personalized Instruction Math Site License 351-500 Students 1 Year	Multiple	14943.0	1	\$10,620.00	\$9,558.00	\$9,558.00

i-Ready Learning Teacher Toolbox Access Math Per Site 351-500 students (1 Year)	Multiple	28269.0	1	\$3,300.00	\$2,805.00	\$2,805.00
i-Ready Partners Implementation Support- Provisioning, Tech Support, Hosting, Data Management, Implementation Planning, Data Reviews, and Check ins (1 Year)	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00
i-Ready Assessment Reading Per Student License 1 Year	Multiple	13088.0	282	\$6.00	\$5.10	\$1,438.20
					Subtotal:	\$15,301.20
					Shipping:	\$0.00
					Tax:	\$0.00
					School Subtotal:	\$15,301.20

### Orange Park Junior High School 1500 Gano Ave, Orange Park, FL 32073

Total Building Enrollment: 765, Grade Range: 7 - 8

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Professional Development i-Ready Assessment and Personalized Instruction Tailored Support Session (up to 6 hrs)	Multiple	16954.0	1	\$2,000.00	\$1,500.00	\$1,500.00
i-Ready Assessment and Personalized Instruction Math Site License 501-800 Students 1 Year	Multiple	14944.0	1	\$12,500.00	\$11,250.00	\$11,250.00
i-Ready Learning Teacher Toolbox Access Math Per Site 501-800 students (1 Year)	Multiple	28270.0	1	\$3,800.00	\$3,230.00	\$3,230.00
i-Ready Partners Implementation Support- Provisioning, Tech Support, Hosting, Data Management, Implementation Planning, Data Reviews, and Check ins (1 Year)	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00
					Subtotal:	\$15,980.00
					Shipping:	\$0.00
					Tax:	\$0.00
					School Subtotal:	\$15,980.00

### Pace Center for Girls-Clay Po Box 1025, Orange Park, FL 32067

Total Building Enrollment: 21, Grade Range: 6 - 12

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Professional Development i-Ready Assessment and Personalized Instruction Tailored Support Session (up to 6 hrs)	Multiple	16954.0	1	\$2,000.00	\$1,500.00	\$1,500.00
i-Ready Assessment and Personalized Instruction Math Site License 200 or fewer Students 1 Year	Multiple	14941.0	1	\$4,400.00	\$3,960.00	\$3,960.00
i-Ready Learning Teacher Toolbox Access Math Per Site 200 or fewer students (1 Year)	Multiple	28267.0	1	\$1,200.00	\$1,020.00	\$1,020.00
i-Ready Partners Implementation Support- Provisioning, Tech Support, Hosting, Data Management, Implementation Planning, Data Reviews, and Check ins (1 Year)	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00
					Subtotal:	\$6,480.00
					Shipping:	\$0.00
					Tax:	\$0.00
					School Subtotal:	\$6,480.00

### Plantation Oaks Elem School 4150 Plantation Oaks Blvd, Orange Park, FL 32065

Total Building Enrollment: 1302, Grade Range: PK - 6

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
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Professional Development i-Ready Assessment and Personalized Instruction Tailored Support Session (up to 6 hrs)	Multiple	16954.0	1	\$2,000.00	\$1,500.00	\$1,500.00
i-Ready Assessment and Personalized Instruction Math Site License 1201 or more Students 1 Year	Multiple	14946.0	1	\$17,980.00	\$16,182.00	\$16,182.00
i-Ready Learning Teacher Toolbox Access Math Per Site 1201 or more students (1 Year)	Multiple	28272.0	1	\$5,100.00	\$4,335.00	\$4,335.00
i-Ready Partners Implementation Support- Provisioning, Tech Support, Hosting, Data Management, Implementation Planning, Data Reviews, and Check ins (1 Year)	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00
i-Ready Assessment Reading Per Student License 1 Year	Multiple	13088.0	501	\$6.00	\$5.10	\$2,555.10
Subtotal:						\$24,572.10
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$24,572.10

#### R M Paterson ES 5400 Pine Ave, Fleming Islan, FL 32003

Total Building Enrollment: 1022, Grade Range: PK - 6

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Professional Development i-Ready Assessment and Personalized Instruction Tailored Support Session (up to 6 hrs)	Multiple	16954.0	1	\$2,000.00	\$1,500.00	\$1,500.00
i-Ready Assessment and Personalized Instruction Math Site License 801-1200 Students 1 Year	Multiple	14945.0	1	\$16,080.00	\$14,472.00	\$14,472.00
i-Ready Learning Teacher Toolbox Access Math Per Site 801-1200 students (1 Year)	Multiple	28271.0	1	\$4,700.00	\$3,995.00	\$3,995.00
i-Ready Partners Implementation Support- Provisioning, Tech Support, Hosting, Data Management, Implementation Planning, Data Reviews, and Check ins (1 Year)	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00
i-Ready Assessment Reading Per Student License 1 Year	Multiple	13088.0	625	\$6.00	\$5.10	\$3,187.50
Subtotal:						\$23,154.50
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$23,154.50

#### Rideout ES 3065 Apalachicola Blvd, Middleburg, FL 32068

Total Building Enrollment: 504, Grade Range: PK - 6

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Professional Development i-Ready Assessment and Personalized Instruction Tailored Support Session (up to 6 hrs)	Multiple	16954.0	1	\$2,000.00	\$1,500.00	\$1,500.00
i-Ready Assessment and Personalized Instruction Math Site License 501-800 Students 1 Year	Multiple	14944.0	1	\$12,500.00	\$11,250.00	\$11,250.00
i-Ready Learning Teacher Toolbox Access Math Per Site 501-800 students (1 Year)	Multiple	28270.0	1	\$3,800.00	\$3,230.00	\$3,230.00
i-Ready Partners Implementation Support- Provisioning, Tech Support, Hosting, Data Management, Implementation Planning, Data Reviews, and Check ins (1 Year)	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00
i-Ready Assessment Reading Per Student License 1 Year	Multiple	13088.0	238	\$6.00	\$5.10	\$1,213.80
Subtotal:						\$17,193.80
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$17,193.80

**Ridgeview ES 421 Jefferson Ave, Orange Park, FL 32065**

Total Building Enrollment: 539, Grade Range: PK - 6

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Professional Development i-Ready Assessment and Personalized Instruction Tailored Support Session (up to 6 hrs)	Multiple	16954.0	1	\$2,000.00	\$1,500.00	\$1,500.00
i-Ready Assessment and Personalized Instruction Math Site License 501-800 Students 1 Year	Multiple	14944.0	1	\$12,500.00	\$11,250.00	\$11,250.00
i-Ready Learning Teacher Toolbox Access Math Per Site 501-800 students (1 Year)	Multiple	28270.0	1	\$3,800.00	\$3,230.00	\$3,230.00
i-Ready Partners Implementation Support- Provisioning, Tech Support, Hosting, Data Management, Implementation Planning, Data Reviews, and Check ins (1 Year)	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00
i-Ready Assessment Reading Per Student License 1 Year	Multiple	13088.0	326	\$6.00	\$5.10	\$1,662.60
Subtotal:						\$17,642.60
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$17,642.60

**S Bryan Jennings ES 215 Corona Dr, Orange Park, FL 32073**

Total Building Enrollment: 504, Grade Range: PK - 6

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Professional Development i-Ready Assessment and Personalized Instruction Tailored Support Session (up to 6 hrs)	Multiple	16954.0	1	\$2,000.00	\$1,500.00	\$1,500.00
i-Ready Assessment and Personalized Instruction Math Site License 501-800 Students 1 Year	Multiple	14944.0	1	\$12,500.00	\$11,250.00	\$11,250.00
i-Ready Learning Teacher Toolbox Access Math Per Site 501-800 students (1 Year)	Multiple	28270.0	1	\$3,800.00	\$3,230.00	\$3,230.00
i-Ready Partners Implementation Support- Provisioning, Tech Support, Hosting, Data Management, Implementation Planning, Data Reviews, and Check ins (1 Year)	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00
i-Ready Assessment Reading Per Student License 1 Year	Multiple	13088.0	260	\$6.00	\$5.10	\$1,326.00
Subtotal:						\$17,306.00
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$17,306.00

**Shadowlawn ES 2945 County Road 218, Green Cv Spgs, FL 32043**

Total Building Enrollment: 679, Grade Range: PK - 6

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Professional Development i-Ready Assessment and Personalized Instruction Tailored Support Session (up to 6 hrs)	Multiple	16954.0	1	\$2,000.00	\$1,500.00	\$1,500.00
i-Ready Assessment and Personalized Instruction Math Site License 501-800 Students 1 Year	Multiple	14944.0	1	\$12,500.00	\$11,250.00	\$11,250.00
i-Ready Learning Teacher Toolbox Access Math Per Site 501-800 students (1 Year)	Multiple	28270.0	1	\$3,800.00	\$3,230.00	\$3,230.00
i-Ready Partners Implementation Support- Provisioning, Tech Support, Hosting, Data Management, Implementation Planning, Data Reviews, and Check ins (1 Year)	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00
i-Ready Assessment Reading Per Student License 1 Year	Multiple	13088.0	384	\$6.00	\$5.10	\$1,958.40



Subtotal:	\$17,938.40
Shipping:	\$0.00
Tax:	\$0.00
School Subtotal:	\$17,938.40

### Swimming Pen Creek Elem School 1630 Woodpecker Ln, Middleburg, FL 32068

Total Building Enrollment: 469, Grade Range: PK - 6

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Professional Development i-Ready Assessment and Personalized Instruction Tailored Support Session (up to 6 hrs)	Multiple	16954.0	1	\$2,000.00	\$1,500.00	\$1,500.00
i-Ready Assessment and Personalized Instruction Math Site License 351-500 Students 1 Year	Multiple	14943.0	1	\$10,620.00	\$9,558.00	\$9,558.00
i-Ready Learning Teacher Toolbox Access Math Per Site 351-500 students (1 Year)	Multiple	28269.0	1	\$3,300.00	\$2,805.00	\$2,805.00
i-Ready Partners Implementation Support- Provisioning, Tech Support, Hosting, Data Management, Implementation Planning, Data Reviews, and Check ins (1 Year)	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00
i-Ready Assessment Reading Per Student License 1 Year	Multiple	13088.0	306	\$6.00	\$5.10	\$1,560.60
					Subtotal:	\$15,423.60
					Shipping:	\$0.00
					Tax:	\$0.00
					School Subtotal:	\$15,423.60

### Thunderbolt Elementary School 2020 Thunderbolt Rd, Fleming Isan, FL 32003

Total Building Enrollment: 933, Grade Range: K - 6

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Professional Development i-Ready Assessment and Personalized Instruction Tailored Support Session (up to 6 hrs)	Multiple	16954.0	1	\$2,000.00	\$1,500.00	\$1,500.00
i-Ready Assessment and Personalized Instruction Math Site License 801-1200 Students 1 Year	Multiple	14945.0	1	\$16,080.00	\$14,472.00	\$14,472.00
i-Ready Learning Teacher Toolbox Access Math Per Site 801-1200 students (1 Year)	Multiple	28271.0	1	\$4,700.00	\$3,995.00	\$3,995.00
i-Ready Partners Implementation Support- Provisioning, Tech Support, Hosting, Data Management, Implementation Planning, Data Reviews, and Check ins (1 Year)	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00
i-Ready Assessment Reading Per Student License 1 Year	Multiple	13088.0	474	\$6.00	\$5.10	\$2,417.40
					Subtotal:	\$22,384.40
					Shipping:	\$0.00
					Tax:	\$0.00
					School Subtotal:	\$22,384.40

### Tynes Elementary School 1550 Tynes Blvd, Middleburg, FL 32068

Total Building Enrollment: 917, Grade Range: PK - 6

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Professional Development i-Ready Assessment and Personalized Instruction Tailored Support Session (up to 6 hrs)	Multiple	16954.0	1	\$2,000.00	\$1,500.00	\$1,500.00
i-Ready Assessment and Personalized Instruction Math Site License 801-1200 Students 1 Year	Multiple	14945.0	1	\$16,080.00	\$14,472.00	\$14,472.00

i-Ready Learning Teacher Toolbox Access Math Per Site 801-1200 students (1 Year)	Multiple	28271.0	1	\$4,700.00	\$3,995.00	\$3,995.00
i-Ready Partners Implementation Support- Provisioning, Tech Support, Hosting, Data Management, Implementation Planning, Data Reviews, and Check ins (1 Year)	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00
i-Ready Assessment Reading Per Student License 1 Year	Multiple	13088.0	571	\$6.00	\$5.10	\$2,912.10
Subtotal:						\$22,879.10
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$22,879.10

### W E Cherry ES 420 Edson Dr, Orange Park, FL 32073

Total Building Enrollment: 707, Grade Range: PK - 6

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Professional Development i-Ready Assessment and Personalized Instruction Tailored Support Session (up to 6 hrs)	Multiple	16954.0	1	\$2,000.00	\$1,500.00	\$1,500.00
i-Ready Assessment and Personalized Instruction Math Site License 501-800 Students 1 Year	Multiple	14944.0	1	\$12,500.00	\$11,250.00	\$11,250.00
i-Ready Learning Teacher Toolbox Access Math Per Site 501-800 students (1 Year)	Multiple	28270.0	1	\$3,800.00	\$3,230.00	\$3,230.00
i-Ready Partners Implementation Support- Provisioning, Tech Support, Hosting, Data Management, Implementation Planning, Data Reviews, and Check ins (1 Year)	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00
i-Ready Assessment Reading Per Student License 1 Year	Multiple	13088.0	373	\$6.00	\$5.10	\$1,902.30
Subtotal:						\$17,882.30
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$17,882.30

### Wilkinson ES 4965 County Road 218, Middleburg, FL 32068

Total Building Enrollment: 763, Grade Range: PK - 6

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Professional Development i-Ready Assessment and Personalized Instruction Tailored Support Session (up to 6 hrs)	Multiple	16954.0	1	\$2,000.00	\$1,500.00	\$1,500.00
i-Ready Assessment and Personalized Instruction Math Site License 501-800 Students 1 Year	Multiple	14944.0	1	\$12,500.00	\$11,250.00	\$11,250.00
i-Ready Learning Teacher Toolbox Access Math Per Site 501-800 students (1 Year)	Multiple	28270.0	1	\$3,800.00	\$3,230.00	\$3,230.00
i-Ready Partners Implementation Support- Provisioning, Tech Support, Hosting, Data Management, Implementation Planning, Data Reviews, and Check ins (1 Year)	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00
i-Ready Assessment Reading Per Student License 1 Year	Multiple	13088.0	346	\$6.00	\$5.10	\$1,764.60
Subtotal:						\$17,744.60
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$17,744.60

### Wilkinson JHS 5025 County Road 218, Middleburg, FL 32068

Total Building Enrollment: 731, Grade Range: 7 - 8

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Professional Development i-Ready Assessment and Personalized Instruction Tailored Support Session (up to 6 hrs)	Multiple	16954.0	1	\$2,000.00	\$1,500.00	\$1,500.00
i-Ready Assessment and Personalized Instruction Math Site License 501-800 Students 1 Year	Multiple	14944.0	1	\$12,500.00	\$11,250.00	\$11,250.00
i-Ready Learning Teacher Toolbox Access Math Per Site 501-800 students (1 Year)	Multiple	28270.0	1	\$3,800.00	\$3,230.00	\$3,230.00
i-Ready Partners Implementation Support- Provisioning, Tech Support, Hosting, Data Management, Implementation Planning, Data Reviews, and Check ins (1 Year)	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00
Subtotal:						\$15,980.00
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$15,980.00

Total
List Total: \$768,100.00
Savings: \$144,312.00
Merchandise Total: \$623,788.00
Voucher/Credit: \$0.00
Estimated Tax: \$0.00
Estimated Shipping: \$0.00
<b>Total: \$623,788.00</b>

### Special Notes

15% Blended Learning Discount applied to Toolbox contingent upon purchase of i-Ready. 10% discount applied to i-Ready Site licenses based on scope of quote. 15% discount applied to i-Ready Per-student licenses based on scope of quote. All i-Ready purchases require professional development.

F.O.B.: N. Billerica, MA 01862

Shipping: Shipping based on MDSE total

Terms: Net 30 days, pending credit approval

Fed. ID: #26-3954988

**Please submit this quote with your purchase order**

Y37



# Curriculum Associates®

Quote ID: 245578.17 Date: 5/25/2021 Valid through: 12/31/2021

## Prepared For:

Bianca Montoro  
Clay County School District  
900 Walnut St,  
Green Cv Spgs, FL 32043  
bianca.montoro@myoneclay.net  
(904) 336-6500

## Your Representative:

Mary Arnold 386-449-9255  
marnold@cainc.com

## i-Ready Math D&I + i-Ready Reading D + Toolbox Math + PD

i-Ready						
Product Name	Item #	Qty	List Price	Net Price	Total	
i-Ready Assessment and Personalized Instruction Math Site License 1201 or more Students 1 Year	14946.0	2	\$17,980.00	\$16,182.00	\$32,364.00	
i-Ready Assessment and Personalized Instruction Math Site License 200 or fewer Students 1 Year	14941.0	1	\$4,400.00	\$3,960.00	\$3,960.00	
i-Ready Assessment and Personalized Instruction Math Site License 351-500 Students 1 Year	14943.0	6	\$10,620.00	\$9,558.00	\$57,348.00	
i-Ready Assessment and Personalized Instruction Math Site License 501-800 Students 1 Year	14944.0	20	\$12,500.00	\$11,250.00	\$225,000.00	
i-Ready Assessment and Personalized Instruction Math Site License 801-1200 Students 1 Year	14945.0	6	\$16,080.00	\$14,472.00	\$86,832.00	
i-Ready Partners Implementation Support- Provisioning, Tech Support, Hosting, Data Management, Implementation Planning, Data Reviews, and Check ins (1 Year)	27939.0	35	\$1,500.00	\$0.00	\$0.00	
i-Ready Assessment Reading Per Student License 1 Year	13088.0	9940	\$6.00	\$5.10	\$50,694.00	
i-Ready Subtotal:					\$456,198.00	

Toolbox						
Product Name	Item #	Qty	List Price	Net Price	Total	
i-Ready Learning Teacher Toolbox Access Math Per Site 1201 or more students (1 Year)	28272.0	2	\$5,100.00	\$4,335.00	\$8,670.00	
i-Ready Learning Teacher Toolbox Access Math Per Site 200 or fewer students (1 Year)	28267.0	1	\$1,200.00	\$1,020.00	\$1,020.00	
i-Ready Learning Teacher Toolbox Access Math Per Site 351-500 students (1 Year)	28269.0	6	\$3,300.00	\$2,805.00	\$16,830.00	
i-Ready Learning Teacher Toolbox Access Math Per Site 501-800 students (1 Year)	28270.0	20	\$3,800.00	\$3,230.00	\$64,600.00	
i-Ready Learning Teacher Toolbox Access Math Per Site 801-1200 students (1 Year)	28271.0	6	\$4,700.00	\$3,995.00	\$23,970.00	
Toolbox Subtotal:					\$115,090.00	

Professional Development						
Product Name	Item #	Qty	List Price	Net Price	Total	
Professional Development i-Ready Assessment and Personalized Instruction Add on Leadership Session (Up to 3 hrs)	19984.0	3	\$0.00	\$0.00	\$0.00	
Professional Development i-Ready Assessment and Personalized Instruction Tailored Support Session (up to 6 hrs)	16954.0	35	\$2,000.00	\$1,500.00	\$52,500.00	
Professional Development Subtotal:					\$52,500.00	

Total		
	List Total:	\$768,100.00
	Savings:	\$144,312.00
	Merchandise Total:	\$623,788.00
	Voucher/Credit:	\$0.00
	Estimated Tax:	\$0.00
	Estimated Shipping:	\$0.00
	<b>Total:</b>	<b>\$623,788.00</b>

### Special Notes

15% Blended Learning Discount applied to Toolbox contingent upon purchase of i-Ready. 10% discount applied to i-Ready Site licenses based on scope of quote. 15% discount applied to i-Ready Per-student licenses based on scope of quote. All i-Ready purchases require professional development.

F.O.B.: N. Billerica, MA 01862

Shipping: Shipping based on MDSE total

Terms: Net 30 days, pending credit approval

Fed. ID: #26-3954988

Please submit this quote with your purchase order

Y37

# Curriculum Associates®

## Information on Professional Development Sessions and COVID-19

Protecting the health and safety of the educators we serve and their students, as well as the health and safety of our employees, is of paramount importance to Curriculum Associates. While it is our preference to deliver PD sessions in person, circumstances related to COVID-19 may require us to provide sessions virtually instead. Curriculum Associates' policy is to only provide PD sessions in person where one of our employees can reach the session site by car and where adequate safety measures are in place to protect the health of our session leaders and participants. Curriculum Associates reserves the right to switch any session from in-person to virtual if we cannot reach a session site by car, if adequate safety measures cannot be put in place, or if Curriculum Associates determines that it would otherwise put it employees at risk to provide an in-person session.

If your school or district will not permit visitors at the time of a scheduled session, Curriculum Associates would be happy to provide an equivalent live, virtual session via videoconference. Similarly, Curriculum Associates will comply with your school or district's health and safety requirements regarding on-site visitors if we are given adequate advance notice. Our PD Operations team will work with school or district personnel to hold sessions in a manner that protects the safety of educators and your school community as well as Curriculum Associates employees.

We are pleased to be able to serve you in these challenging times and look forward to providing productive learning sessions to your staff. Any questions regarding scheduling in-person or virtual training sessions should be directed to [pdoperations@cainc.com](mailto:pdoperations@cainc.com).



# Curriculum Associates®

## Notice for Usage of Teacher Toolbox Materials

Thank you for your interest in Teacher Toolbox! Teacher Toolbox is a digital collection of instructional materials, designed to support teachers in delivering research-based instruction, remediation, and enrichment to students in Grades K–8.

Your Teacher Toolbox subscription provides access to Teacher Toolbox content for Grades K–8. During this time, educators may use Teacher Toolbox materials during whole class and small group instruction, for individual assignments, and may post student-facing Teacher Toolbox PDFs on a password-protected learning management system (LMS). Please be aware that files expire on June 30 of each year for purposes of Teacher Toolbox maintenance and updates. If you add files to an LMS, this expiration date may require that you re-load these files after this date.

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# Curriculum Associates®

## Placing an Order

**Email:** [orders@cainc.com](mailto:orders@cainc.com) | **Fax:** 1-800-366-1158

**Mail:**

ATTN: CUSTOMER SERVICE DEPT.  
Curriculum Associates LLC  
153 Rangeway Rd  
North Billerica, MA 01862-2013

Please visit [CurriculumAssociates.com](http://CurriculumAssociates.com) for more information about placing orders or contact CA's customer service department (1-800-225-0248) and reference quote number for questions.

Please attach quote to all signed purchase orders.

## Shipping Policy

Unless otherwise noted, shipping costs are calculated as follows:

Order Amount	Freight Amount	Order Amount	Freight Amount
\$74.99 or less	Max charge of \$12.75	\$5,000.00 to \$99,999.99	8% of order
\$75.00 to \$999.99	12% of order	\$100,000 and more	6% of order
\$1,000 to \$4,999.99	10% of order		

Please contact your local CA representative or customer service (1-800-225-0248) for expedited shipping rates. The weight limit for an expedited order is 500lbs.

Unless otherwise expressly indicated, the shipping terms for all deliveries is FOB CA's Shipping Point (whether to a CA or third party facility). Risk of loss and title is passed to purchaser upon transfer of the goods to carrier, standard shipping charges (listed above) are added to the invoice or included in the unit price unless otherwise specified.

## Payment Terms

Payment terms are as follows:

Payment Terms are in Customer Agreement.

## Invoice Receipt Preference

CA is pleased to offer electronic invoice delivery. Electronic invoice delivery allows CA to deliver your invoice in a timely and environmentally friendly manner. To request electronic invoice delivery please contact the CA Accounts Receivable team at [invoices@cainc.com](mailto:invoices@cainc.com) or by fax (1-800-366-1158). Please reference your quote number, provide a valid email address where the invoice should be directed, and indicate you would like to opt into electronic invoice delivery.

## Return Policy

Except for materials sold on a non-refundable basis, purchaser may return, at purchaser risk and expense, purchased materials with pre-approval from CA's Customer Service within 12 months of purchase. Please examine your order upon receipt. Before returning material, call CA's Customer Service department (1-800-225-0248) for return authorization. When returning material, please include your return authorization number and the return form found on the CA website. i-Ready®, Toolbox®, and BRIGANCE® Online Management Systems may be returned for a pro-rated refund for the remaining time left on the contract. We do not accept returns on unused i-Ready or Toolbox licenses®, materials that have been used and/or are not in "saleable condition," and individual components of kits or sets including but not limited to BRIGANCE® Kits, Ready® student and teacher sets, and Ready Classroom® student and teacher sets. For more information about the return policy, please visit [CurriculumAssociates.com/support/shipping-and-returns](http://CurriculumAssociates.com/support/shipping-and-returns).



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
6/1/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Eastern Insurance Group LLC 233 West Central St Natick MA 01760	<b>CONTACT NAME:</b> Marisa Coppola O'Malley	
	<b>PHONE (A/C, No, Ext):</b> 800-333-7234 <b>FAX (A/C, No):</b>	
	<b>E-MAIL ADDRESS:</b> MCoppolaOMalley@easterninsurance.com	
	<b>INSURER(S) AFFORDING COVERAGE</b>	<b>NAIC #</b>
<b>INSURED</b> Curriculum Associates LLC 153 Rangeway Road North Billerica MA 01862	INSURER A : Hartford Fire Insurance Co.	19682
	INSURER B : Trumbull Insurance Company	27120
	INSURER C : Westchester Surplus	10172
	INSURER D :	
	INSURER E :	
	INSURER F :	

**COVERAGES** **CERTIFICATE NUMBER:** 552325820 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Abuse & Molestat <input checked="" type="checkbox"/> \$1M Occ/\$2M Agg GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		08UUNBA6769	1/1/2021	1/1/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			08UENBA7382	1/1/2021	1/1/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ \$10,000			08XHUBA6907	1/1/2021	1/1/2022	EACH OCCURRENCE \$ 15,000,000 AGGREGATE \$ 15,000,000 \$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	08WBAE7J6L	1/1/2021	1/1/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Professional Liability & Cyber Liability			F15306580002	1/1/2021	1/1/2022	Each Incident/Agg Prof/Cyber Deductible \$5,000,000 \$50,000/\$25,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

School Board of Clay County and Clay County District Schools are named as Additional Insured for General Liability Policy.

<b>CERTIFICATE HOLDER</b>	<b>CANCELLATION</b>
<input checked="" type="checkbox"/> Clay County District Schools 900 Walnut Street Green Cove Springs FL 32043	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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## School Board of Clay County

### August 5, 2021 - Regular School Board Meeting

#### Title

C8 - Approval for the Purchase of Penda Learning for the 2021-2022 through 2022- 2023, and 2023-2024 School Years

#### Description

Penda Learning was implemented in Title I Elementary schools in the 2020-21 school year. The program was also piloted at three junior high schools and five high schools. Penda is a program that offers differentiated instructional modules that teachers can use to meet the needs of students at various achievement levels. The program also offers remediation modules to assist teachers and students with preparation for the Statewide Science Assessment (SSA) and End-of-Course (EOC) assessments.

#### Gap Analysis

Penda Learning offers differentiated instructional and remediation modules for grades 3-8 and biology that allow teachers to meet the needs of every student in their classroom. Programs such as Penda are an essential component of blended learning, which is a necessity for student achievement. Each highly engaging instructional module is aligned to our current Florida Next Generation Sunshine State Standards (NGSSS) benchmarks and features differentiated instruction in the form of developing, achieving, and excelling modules for each benchmark. Lessons use real-world experiences and authentic situations to teach essential skills. Explicit instruction makes concepts concrete and addresses the root cause of any specific areas of student need. Penda's automated reports provide insightful data to monitor progress and target interventions within a Response to Intervention (RTI) or Multi-Tiered System of Supports (MTSS) framework. Delivery is flexible: during school, before/after school, in-class/pull-out, summer school, at home, computer lab, and a host of other settings. Penda operates on a "gamification" platform, which allows students to choose virtual avatars from a highly diverse list so that students from all backgrounds can feel represented. Students are able to compete with classmates and unlock new accessories for their virtual avatars based on the points they earn from the modules.

#### Previous Outcomes

The schools that used the program demonstrated an overall increase in district local science assessments scores. Penda experienced a high level of student usage in the 2020-21 school year.

#### Expected Outcomes

The district will increase proficiency in science scores and set proficiency targets in 2021-22 based on proficiency achievement in 2017-18 and 2018-19.

#### Strategic Plan Goal

Goal 1: Develop a High Quality & Aligned Instructional System

Strategy 1.1 Develop and maintain high-quality curriculum frameworks and guides.

Strategy 1.4 Explore innovative program options for rigorous opportunities at the elementary and secondary levels.

#### Recommendation

That the School Board approve the purchase of Penda Learning for the 2021-2022 through 2022- 2023, and 2023-2024 school years

#### Contact

Roger Dailey, Chief Academic Officer, 904.336.6904 roger.dailey@myoneclay.net

#### Financial Impact

The cost is \$618,425.82 for the three-year contract period; ESSER II funds will be utilized.

#### Review Comments

#### Attachments

📎 [210122 Penda Learning.pdf](#)

# FOLLOW ALL PROCEDURES ON BACK OF THIS FORM

Contract # 210122  
Number Assigned by Purchasing Dept.



## CONTRACT REVIEW

BOARD MEETING DATE:

June 24, 2021

WHEN BOARD APPROVAL IS REQUIRED DO  
NOT PLACE ITEM ON AGENDA UNTIL  
REVIEW IS COMPLETED

☐ Must Have Board Approval over \$100,000.00

Date Submitted: May 18, 2021

Name of Contract Initiator: Ryan Widdowson

Telephone #: 904-336-6908

School/Dept Submitting Contract: Academic Services

Cost Center # 9106

Vendor Name: Penda Learning

Contract Title: Penda Web-based Instructional Management - Science

Contract Type: New ☐ Renewal ☒ Amendment ☐ Extension ☐ Previous Year Contract # 210025, 210041, 210076

Contract Term: August 1, 2021 - July 31, 2024 Renewal Option(s):

Contract Cost: \$618,425.82

☐ BUDGETED FUNDS - SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT

Funding Source: Budget Line # 443.5100369.9106.0000.4810.000.2 - ESSER II Funds

Funding Source: Budget Line #

☐ NO COST MASTER (COUNTY WIDE) CONTRACT - SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT

☐ INTERNAL ACCOUNT - IF FUNDED FROM SCHOOL IA FUNDS - SEND CONTRACT PACKAGE DIRECTLY TO SBAO

REQUIRED DOCUMENTS FOR CONTRACT REVIEW PACKAGE (when applicable):

☒ Completed Contract Review Form

☒ SBAO Template Contract or other Contract (NOT SIGNED by District / School)

☐ SIGNED Addendum A (if not an SBAO Template Contract)\*

\*This Statement MUST BE included in the body of the Contract:

"The terms and conditions of Addendum A are hereby incorporated into this Agreement and the same shall govern and prevail over any conflicting terms and/or conditions herein stated."

☒ Certificate of Insurance (COI) for General Liability & Workers' Compensation that meet these requirements:

COI must list the School Board of Clay County, Florida as an Additional Insured and Certificate Holder. Insurer must be rated as A- or better.

General Liability = \$1,000,000 Each Occurrence & \$2,000,000 General Aggregate.

Auto Liability = \$1,000,000 Combined Single Limit (\$5,000,000 for Charter Buses).

Workers' Compensation = \$100,000 Minimum

[If exempt from Workers' Compensation Insurance, vendor/contractor must sign a Release and Hold Harmless Form. If not exempt, vendor/contractor must provide Workers' Compensation coverage].

☐ State of Florida Workers Comp Exemption (<https://apps.fldfs.com/bocexempt/>) (If Applicable)

☐ COVID-19 Waiver (If Applicable)

☐ Release and Hold Harmless (If Applicable)

RECEIVED

MAY 19 2021

PURCHASING

RECEIVED  
6/02/2021  
SBAO

### \*\*AREA BELOW FOR DISTRICT PERSONNEL ONLY\*\*

CONTRACT REVIEWED BY:	COMMENTS BELOW BY REVIEWING DEPARTMENT
Purchasing Department B48	Software online Subscription/Educational/Sole Source Using SBCC I.C. Agreement the same as previous years.
Review Date 5/28/2021	Fix #3 to a 4 on last page of Quote
School Board Attorney	
Review Date 6/19/21	Reviewed
Other Dept. as Necessary	SBCC Data Sharing & Usage Agreement attached
Review Date	
PENDING STATUS: <input type="checkbox"/> YES <input type="checkbox"/> NO	IF YES, HIGHLIGHTED COMMENTS ABOVE MUST BE CORRECTED BY INITIATOR
FINAL STATUS	<input checked="" type="checkbox"/> APPROVED DATE: 6/30/21



## INDEPENDENT CONTRACTOR SERVICES AGREEMENT

This CONTRACTOR Services Agreement ("Agreement") is made as of the effective date set forth below, by and between the SCHOOL BOARD OF CLAY COUNTY, Florida (hereinafter referred to as "SBCC"), a body corporate pursuant to s. 1001.40, Florida Statute, whose principal place of business is 900 Walnut Street, Green Cove Springs, Florida 32043 and Penda Learning (hereinafter referred to as "CONTRACTOR"), whose principal place of business is P. O. Box 7505, Loveland, CO 80537.

WHEREAS, the SBCC is engaged in the activity of providing educational opportunities to children; and

WHEREAS, CONTRACTOR has experience, skill, and expertise in delivering the services and/or products described in this Agreement; and

WHEREAS, the SBCC is interested in procuring the services and/or products of CONTRACTOR, as best fits the needs of the school district as determined by the SBCC; and

WHEREAS, CONTRACTOR desires to provide their services and/or products to the SBCC School/Department,

NOW, THEREFORE, in consideration of the premises and of the mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties hereby agree as follows:

TO the SBCC described in Attachment A, "Scope of Services and/or Products," which is attached hereto and incorporated herein.

1. The Company, Vendor, Agency, or Consultant, of Contract for Goods and Services, hereafter collectively and individually referred to as the "Contractor".
2. CONTRACTOR represents that it is an independent contractor and that it requires that the SBCC treat it as such. CONTRACTOR agrees:
  - a. That it has no rights to any benefits extended by the SBCC to its employees [including without limitation, sick leave, vacation time, insurance coverage, etc.];
  - b. That it will not take a position contrary to their status as an independent contractor, and agrees to accept the responsibilities placed on independent contractors by federal and state law [accordingly, the SBCC will not make the deductions or contributions that an employer may be required to make with respect to its employees, and the undersigned will be responsible for all federal and state tax and fund obligations, including without limitation, income tax, Social Security, unemployment compensation, etc.];
  - c. CONTRACTOR agrees, as an independent contractor and not an employee of the SBCC, it is responsible for providing their own Worker's Compensation Insurance and social security/self-employment contributions.
3. CONTRACTOR acknowledges and accepts responsibility for all risks of injury and loss associated with the performance of this Agreement. In addition to any other statutory or common law obligation to indemnify and defend the SBCC, CONTRACTOR shall indemnify, defend, and hold harmless the SBCC, its officers, and employees from any claim, loss, damage, penalty, or liability arising from the negligent acts, omissions, misfeasance, malfeasance, or intentionally wrongful conduct of CONTRACTOR, its employees, or agents relating to the performance of duties imposed upon CONTRACTOR by this Agreement. Such indemnity shall not be limited by benefits payable by or for CONTRACTOR under worker's compensation, disability, or any other employee benefits or insurance programs or policies. Contractor shall timely provide to the SBCC written notice of any claim, complaint, or demand asserted against CONTRACTOR related to the performance of this Agreement. CONTRACTOR's obligations under this section shall survive the termination of this Agreement.



4. CONTRACTOR agrees to be bound by, and at its own expense comply with, all federal, state, and local laws, ordinances, and regulations applicable to the services. CONTRACTOR shall review and comply with the confidentiality requirements of federal and state law and the SBCC policy regarding access to and use of records.
5. Reservation of Sovereign Immunity: No provision or language in the underlying contract shall be construed or interpreted to increase the scope or dollar limit of the SBCC's liability beyond that which is set forth in Section 768.28 of the Florida Statutes. Nor shall any such language be construed or interpreted to waive the SBCC's sovereign immunity from suit, or to require the SBCC to indemnify CONTRACTOR or any other person, corporation or legal entity of any kind or nature whatsoever for injury or loss resulting from any acts or omissions other than those which arise from the actionable negligence of the SBCC. The SBCC expressly reserves all other protections and privileges related to its sovereign immunity.
6. CONTRACTOR will perform the services in a thorough, efficient, and professional manner, promptly and with due diligence and care, and in accordance with the best practices of the profession, utilizing qualified and suitable personnel, equipment and materials. CONTRACTOR warrants and represents to the SBCC that it possesses the expertise, capability, equipment and personnel to properly perform the services and that it is properly and legally licensed to perform the services. CONTRACTOR acknowledges that the SBCC is relying on the warranties and representations made by CONTRACTOR.
7. Method of Payment: Services and/or Products satisfactorily received shall be compensated in accordance with Attachment A and the following terms:
  - a. Procurement is performed in accordance with applicable law, State Board of Education Rules, Clay County School Board Policy and other applicable rules and regulations which govern. CONTRACTOR shall be paid in accordance with the Local Government Prompt Payment Act (218.70, et seq., Florida Statutes) upon submission of detailed invoices to the appropriate location listed on the District Purchase Order and/or the School Internal Account Purchase Order, and only after delivery and acceptance of the services and/or products provided.
  - b. Services and/or Products, as authorized by and listed in Attachment A, shall be compensated by Hour Rate (cost per hour) / Fixed Fee (*includes direct and indirect costs*) / Flat Rate (*cost for scope of work*) / etc.
  - c. Direct reimbursement for travel expenses, as authorized by and listed in Attachment A, shall be made in accordance with the requirements and rates found at F.S. 112.061 and any applicable SBCC policies.
  - d. Incurrence of other direct expenses, if any, must be pre-approved in writing by the SBCC.
  - e. Unless otherwise required by law, the SBCC's payment obligations (if any) arising from the underlying Agreement are contingent upon an annual appropriation by the School Board and the availability of funds to pay for the contracted services and/or products provided. If such funds are not appropriated for the underlying Agreement and results in its termination, such conditions/events shall not constitute a default by the SBCC.
8. The SBCC and CONTRACTOR have mutual rights to terminate this Agreement with or without cause and without penalty or further payment, at any time upon thirty (30) days written notice to the other party. However, if it is determined by the SBCC that the work is not being performed as agreed herein, CONTRACTOR shall be deemed to be in default, and the SBCC reserves the right to cancel this Agreement immediately.
9. Force Majeure: Neither party to this Agreement shall be liable for delays or failures in performance under this Agreement (other than obligations relating to payment, confidentiality, and protection of ownership and intellectual property rights) resulting from acts or events beyond the reasonable control of such party (a "Force Majeure Event"), including acts of war, terrorism, acts of God, earthquake, flood, embargo, riot, sabotage, labor dispute, wide spread outbreak of disease or pandemic, governmental act, failure of the internet, power failure, or energy, utility, or telecommunications interruptions, provided that the delayed party: (i) gives the other party prompt notice of such cause; and (ii) uses its reasonable commercial efforts to promptly correct such failure or delay in performance. In the event that a Force Majeure Event lasts for more than 90 days, and the party experiencing the initial delay cannot correct its failure or delay in performance during that period of time, despite using its reasonable commercial efforts to do so, the other party may terminate the affected portions of this Agreement.
10. This Agreement shall not be modified or amended except in writing, duly agreed to and executed by the parties.
11. CONTRACTOR shall not assign this Agreement in whole or in part, without the express written consent of the SBCC Purchasing Department.

12. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida and venue shall be in Clay County, Florida.
13. No other representations or promises shall be binding on the parties hereto except those representations or promises contained herein.
14. In the event that any part, term, or provision of this Agreement is, in a court of competent jurisdiction, found to be illegal or unenforceable, the validity of the remaining portions and provisions will not be affected, and the rights and obligations of the parties shall be construed and enforced as if this Agreement did not contain the particular part, term, or provision held to be so invalid.
15. Should any litigation be commenced in connection with this Agreement, the prevailing party shall be entitled to reasonable attorney fees and court costs.
16. The parties hereto represent that they have reviewed this Agreement and have sought legal advice concerning the legal significance and ramifications of this Agreement.
17. CONTRACTOR shall retain records associated with the services and/or products provided herein for a period of three years following final payment. CONTRACTOR shall, with reasonable notice, provide the SBCC access to these records during the above retention period.
18. Jessica Lunsford Act: SBCC is required to conduct background screening of CONTRACTOR (including its employees, agents, and sub-contractors) (go to [Clay County District Schools website](#) for fingerprinting procedures). CONTRACTOR represents and warrants to the SBCC that CONTRACTOR is familiar with Sections 1012.32, 1012.321, 1012.465, 1012.467, and 1012.468 of the Florida Statutes regarding background investigations. CONTRACTOR covenants to comply with all requirements of the above-cited statutes at CONTRACTOR's sole expense and shall provide the SBCC proof of such compliance upon request.  
  
Certification: By executing this Agreement, CONTRACTOR swears and affirms under penalty of perjury that all of its employees, agents, and subcontractors will comply with these procedures, the requirements of the Jessica Lunsford Act, SBCC's finger printing procedures, and the laws of the State of Florida. Failure to comply with these procedures, the Act, SBCC's finger printing procedures, and the law of the State of Florida shall constitute a material breach of the Agreement, and SBCC may avail itself of all remedies pursuant to law. CONTRACTOR agrees to indemnify and hold harmless SBCC, its officers, employees, and agents, from and against any and all claims or causes of action, including without limitation those for personal injury, death, property damages, and attorney fees, arising out of or relating to CONTRACTOR's failure to comply with any of the above.
19. E-Verify: CONTRACTOR named herein, and its subcontractors, are required to register with and use the U.S. Department of Homeland Security's (DHS) E-Verify system to verify the work authorization status of all newly hired employees. By executing this Agreement, the CONTRACTOR certifies that it, and any sub-contractors with which it contracts, are registered with, and use, the E-Verify system for all newly hired employees, and acknowledges that it must obtain an affidavit from its subcontractors in accordance with Section 448.095(2)(b) Fla. Stat. that the subcontractor does not employ, contract with or subcontract with any unauthorized alien. The CONTRACTOR must maintain a copy of such affidavit for the duration of the Agreement. This section serves as notice to the CONTRACTOR that, pursuant to the terms of Section 448.095(2)(c) 1 and 2, Florida Statutes, the SBCC shall terminate this Agreement if it has a good faith belief that the CONTRACTOR has knowingly violated Section 448.09(1), F.S.. If the SBCC has a good faith belief that the subcontractor, without the knowledge of the CONTRACTOR, has knowingly violated Section 448.09(1) or 448.095(2), F.S., the SBCC shall notify the CONTRACTOR and order the CONTRACTOR to immediately terminate the contract with the subcontractor. If the SBCC terminates an Agreement with a CONTRACTOR pursuant to sec. 448.095(2)(c), F.S., the CONTRACTOR will not be awarded a public contract for at least one year after the date of such termination.
20. The CONTRACTOR certifies that CONTRACTOR is in compliance with the requirements of law regarding equal employment opportunity for all persons without regard to age, race, color, religion, sex, national origin, or disability and is not on the Discriminatory Vendor List pursuant to Florida Statute 287.134.



21. CONTRACTOR shall, at CONTRACTOR's sole expense, procure and maintain during the term of this Agreement, at least the following minimum insurance coverage, which shall not limit the liability of CONTRACTOR:

<u>General Liability Policy:</u>	<u>Auto Liability Policy:</u>	<u>Worker's Compensation Policy:</u>
\$1,000,000.00 per occurrence	\$1,000,000.00 combined single limit	\$100,000
\$2,000,000.00 aggregate	\$5,000,000.00 (if charter or common carrier)	<i>*Exempt, need signed WCAF</i>

*\*If the CONTRACTOR is exempt from Worker's Compensation insurance obligations, the CONTRACTOR must sign the Worker's Compensation Acknowledgment Form (WCAF) attached hereto as Exhibit # 1.*

All policies of insurance shall be rated "A-" or better by the most recently published A.M. Best Rating Guide and shall be subject to the SBCC approval as to form and issuing company. The SBCC shall be named as certificate holder and as an *additional insured* in the comprehensive general (including property damage) liability policy within five (5) days after execution of this Agreement. CONTRACTOR shall furnish the SBCC's Representative copies of insurance certificates evidencing that it maintains at least the insurance coverage required hereunder, and which contain the following or equivalent clause: *"Before any reduction, cancellation, modification or expiration of the insurance policy, thirty (30) days prior written notice thereof shall be given to the SBCC."* CONTRACTOR is NOT authorized to proceed with the services until all the insurance certificates have been received and accepted.

Receipt of certificates or other documentation of insurance or policies or copies of policies by the SBCC, or by any of its representatives, which indicate less coverage than required does not constitute a waiver of CONTRACTOR's obligation to fulfill the insurance requirements herein.

22. CONTRACTOR shall not solicit or accept brokerage or any other fees or remuneration from any provider of the SBCC insurance program.
23. CONTRACTOR recognizes and acknowledges that by virtue of entering into this Agreement and providing services hereunder, CONTRACTOR, its agents, employees, officers, and subcontractors may have access to certain confidential information and processes, including confidential student information, personal health information, financial records, and access to the SBCC networks (hereinafter "Confidential Information"). CONTRACTOR agrees that neither it nor any CONTRACTOR agent, employee officer, or subcontractor will at any time, either during or subsequent to the term of this Agreement, disclose to any third party, except where permitted or required by law or where such disclosure is expressly approved by the SBCC in writing, any Confidential Information. In addition, following expiration of said Agreement, CONTRACTOR, its agents, employees, officers, and subcontractors shall either destroy or return to the SBCC all Confidential Information. With 72-hours written notification, the SBCC reserves the right to determine whether or not Confidential Information has been destroyed and such confirmation may include inspecting the CONTRACTOR's facilities and equipment. CONTRACTOR understands and agrees that it is subject to all federal and state laws and SBCC rules relating to the confidentiality of student information. Contractor further agrees to comply with the Family Educational Rights and Privacy Act ("FERPA") 34 C.F.R. § 99. Contractor shall regard all student information as confidential and will not disclose personally-identifiable student records or information to any third party without appropriate legal authorization. Access to SBCC data or networks shall require a SBCC Data-Sharing and Usage Agreement and shall only be authorized by the SBCC IT Department.
24. CONTRACTOR is required to comply with the Florida Public Records Law, Chapter 119, Florida Statutes, in the performance of CONTRACTOR's duties under this Agreement, and will specifically:
- Keep, maintain, and produce upon request and within a reasonable period of time all data created or collected in the performance of its duties under this Agreement ("Agreement Data") which come within the definition of a "public record" under Chapter 119.
  - Provide to the SBCC, upon its request and free of charge, a copy of each record which CONTRACTOR seeks to produce in response to a public records request.
  - Ensure all Agreement Data considered exempt under Chapter 119 are not disclosed except as authorized by law.
  - Upon completion of its obligations under the Agreement, transfer to the SBCC, at no cost, all Agreement Data in CONTRACTOR's possession or otherwise keep and maintain such data/records as required by law. All records transmitted to the SBCC must be provided in a format that is compatible the SBCC's information technology systems.
  - The SBCC is authorized to collect, use or release social security numbers (SSN) of CONTRACTOR and their

employees for the following purposes, which are noted as either required or authorized by law to be collected. The collection of social security numbers is either specifically authorized by law or imperative for the performance of the District's duties and responsibilities as prescribed by law (Sections 119.07(5)(a)2 and 3, Florida Statutes):

- a) Criminal history and criminal background checks/Identifiers for processing fingerprints by Department of Law Enforcement, if SSN is available [Required by Fla. Admin. Code 11 C-6.003 and Fla. Stat. § 119.07(5)(a)6]
- b) CONTRACTOR that District reasonably believes would receive a 1099 form if a tax identification number is not provided including for IRS form W-9 [Required by 26 C.F.R. § 31.3406-0, 26 C.F.R. § 301.61091, and Fla. Stat. § 119.07(5)(a)2 and 6]

CONTRACTOR's failure to comply with the provisions set forth in this section shall constitute a default and material breach of this Agreement, which may result in termination by the SBCC without penalty.

IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, OR CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTRACTOR SHALL CONTACT THE SBCC'S CUSTODIAN OF PUBLIC RECORDS AT 900 WALNUT STREET, GREEN COVE SPRINGS, FLORIDA 32043, OR AT 904-336-6500, OR AT: [PRR@myoneclay.net](mailto:PRR@myoneclay.net)

25. Government Funding: Funding for this Agreement may be provided in whole or in part by one or more Government funding agencies (Federal, State, Local). As a result, CONTRACTOR shall comply with applicable Laws, Regulations, Executive Orders, and Governmental Agency Rules and Policies included but not limited to Florida Department of Education (DMS, SREF); Florida Statutes Chapter 287, 489; Code of Federal Regulations Titles: 2 – Grants and Agreements (2 C.F.R. §200), Title 7 – Agriculture (NSLP), Title 34 – Education (EDGAR, FERPA), Title 44 – Emergency Management and Assistance (FEMA); U.S. Code Titles: 20, 31, 40, 4.

To the extent that the SBCC is using Government Funds as a source of payment for this Agreement, CONTRACTOR shall execute and deliver to the SBCC the following forms, attached hereto as Exhibit # 2: (a) EDGAR Certification; (b) Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion; (c) Drug-Free Workplace Certification; (d) Non-Collusion Affidavit; and (e) Disclosure of Potential Conflict of Interest.

SBCC'S Representative with CONTRACTOR is: Ryan Widdowson

School/Department Name: District Office/Federal Programs

Mailing Address: 23 S. Green St., Green Cove Springs, FL 32043

Phone #: 904-336-6908 Email Address: ryan.widdowson@myoneclay.net

**Accepted and Agreed to:**

**SCHOOL BOARD OF CLAY COUNTY**

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**CONTRACTOR**

By: Brad Baird  
Brad Baird (May 17, 2021 17:23 EDT)

Print Name: Brad Baird

Title: President & CEO

Date: May 17, 2021

## Attachment A

### SCOPE OF SERVICES AND/OR PRODUCTS

1. **Description of Services and/or Products** (If sufficient space is not available on Attachment A, CONTRACTOR may provide information and append it to the Agreement as Attachment A-1, Attachment A-2, etc)

DRAFT

2. **Term:**

The term of this Agreement shall commence on \_\_\_\_\_ and continue until \_\_\_\_\_, unless earlier terminated as set forth in Agreement.

3. **Fee:**

The CONTRACTOR shall provide services and/or products described in Attachment A, at the rate of \$ \_\_\_\_\_ (Hour Rate (cost per hour) / Fixed Fee (includes direct and indirect costs) / Flat Rate (cost for scope of work) / etc). The total compensation under this agreement shall not exceed \$ \_\_\_\_\_.

**NOTIFICATION DOCUMENT**

***Waiver Requires Signature At Time Of Entrance On SBCC Property***

**Masks are Mandatory and a signed COVID-19 Waiver will be required by all Vendors, Visitors, Volunteers, Non-Employees, ETC. conducting business on our property.**

**COVID-19 WAIVER**

**SCHOOL BOARD OF CLAY COUNTY, FLORIDA  
RELEASE OF LIABILITY AND ASSUMPTION OF RISK RE: COVID 19 INFECTION**

In consideration of being allowed to participate in any way in any activity which takes place on Clay County School District ("CCSD") property (facilities or grounds) I, the undersigned vendor, volunteer, parent, or legal guardian, acknowledge, understand, and agree that by participating in events and activities at Clay County School District facilities/property: (1) there are certain risks to me and my child(ren) arising from or related to possible exposure to communicable diseases including, but not limited to, COVID-19, the virus "severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2)", which is responsible for the Coronavirus Disease (also known as COVID-19) and/or any mutation or variation thereof (collectively referred to as "Communicable Diseases"); (2) I am fully aware of the hazards associated with such Communicable Diseases and; (3) I knowingly and voluntarily assume full responsibility for any and all risk of personal injury or other loss that I may sustain in connection with such Communicable Diseases, and; (4) I, for myself or for my minor child(ren) or ward(s), and on behalf of my/our heirs, assigns, beneficiaries, executors, administrators, personal representatives, and next of kin, **HEREBY EXPRESSLY RELEASE, HOLD HARMLESS, AND FOREVER DISCHARGE CLAY COUNTY SCHOOL BOARD** ("The District") and its officers, officials, agents, representatives, employees, other participants, sponsors, advertisers, and, if applicable, owners and lessors of premises upon which CCSD related events and activities take place (the "Released Parties"), from any and all claims, demands, suits, causes of action, losses, and liability of any kind whatsoever, whether in law or equity, arising out of or related to any ILLNESS, INJURY, DISABILITY, DEATH, OR OTHER DAMAGES incurred due to or in connection with any Communicable Diseases, WHETHER ARISING FROM THE NEGLIGENCE OF THE RELEASED PARTIES OR OTHERWISE, to the fullest extent permitted by law.

I agree that this Agreement is intended to be as broad and inclusive as is permitted by the laws of the State of Florida, and if any portion hereof is held invalid, it is agreed that the remainder shall continue in full legal force and effect.

I certify that I am the legal parent/guardian of the MINOR CHILDREN listed below, and that I HAVE READ AND UNDERSTAND THE FOREGOING RELEASE and affirm that I, on behalf of myself and my minor child(ren), do consent and agree to the complete, total and unequivocal release of all the Released Parties as provided above.

**I HAVE READ THIS RELEASE OF LIABILITY AND ASSUMPTION OF RISK AGREEMENT, FULLY UNDERSTAND ITS TERMS, UNDERSTAND THAT I HAVE GIVEN UP SUBSTANTIAL RIGHTS BY SIGNING IT, AND SIGN IT FREELY AND VOLUNTARILY WITHOUT ANY INDUCEMENT.**

Brad Baird / Learning 2020, Inc. DBA Penda Learning

May 17, 2021

Participant/Vendor/Volunteer/Parent Signature

Date

Brad Baird

Printed Name

Name of each minor child for whom this Release applies, if applicable:

\_\_\_\_\_  
\_\_\_\_\_

## Exhibit # 1

### WORKERS COMPENSATION ACKNOWLEDGEMENT FORM (WCAF)

The undersigned Contractor/Vendor ("Contractor") represents and acknowledges that it is an independent contractor and is not provided coverage under any self-insured workers compensation program of the School Board of Clay County, Florida (the "Board" or "District"), any primary workers compensation insurance policy purchased by or on behalf of the District, any excess workers compensation insurance purchased by or on behalf of the District, any risk sharing arrangement, risk sharing pool, or any state reimbursement fund for workers compensation payments made by the District, based on the following understandings and representations by the Contractor:

1. Contractor is not an "Employee" as defined under Chapter 440 of the Florida Statutes. The Parties agree that Chapter 440 describes remedies for employers and employees in place of Florida common law and limits the rights of independent contractors like the undersigned.
2. Contractor maintains a separate business with its own work equipment, material, and accommodations.
3. Contractor has a different federal employer identification number than the District or is a sole proprietor who is not required to obtain a federal employer identification number under state or federal regulations.
4. Contractor receives compensation for services rendered or work performed, and such compensation is paid to a business rather than to an individual.
5. Contractor maintains at least one bank account in the name of the Contractor or associated persons or entities for the purposes of paying business expenses related to the services rendered or work performed for the District.
6. Contractor performs work or is able to perform work for entities other than the District at the Contractor's election without the necessity of completing an employment application or process.
7. Contractor either provides its own workers compensation coverage or has elected to be exempt from workers compensation coverage.
8. Contractor has provided proof of other insurance, including liability insurance, to the District in the amounts required by the District.
9. Contractor had an opportunity to review and consult with legal counsel regarding this document.
10. Contractor understands that the District is relying upon the truthfulness and accuracy of representations in this acknowledgement as a material basis for the District entering into the underlying agreement(s) with Contractor.

Name of Contractor/Vendor: Learning 2020, Inc. DBA Penda Learning

Signature of Authorized Representative: *Brad Baird*  
Brad Baird (May 17, 2021 17:23 EDT)

Printed Name of Authorized Representative: Brad Baird

Title of Authorized Representative: President & CEO

Date: May 17, 2021



## Exhibit # 2 (a)

### EDGAR CERTIFICATIONS

All purchases involving the expenditure of federal funds must be compliant with the Education Department General Administrative Regulations ("EDGAR"). The following certifications and provisions are required and apply when the School Board of Clay County, Florida ("SBCC" "School Board") expends federal funds for any purchase resulting from this procurement process. Pursuant to 2 C.F.R. § 200.326, all contracts, including small purchases, awarded by the District shall contain the procurement provisions of Appendix II to Part 200, as applicable.

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#### **REQUIRED CONTRACT PROVISIONS FOR NON-FEDERAL ENTITY CONTRACTS UNDER FEDERAL AWARDS APPENDIX II to C.F.R. PART 200**

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**(A) Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.**

Pursuant to Federal Rule (A) above, when School Board expends federal funds, School Board reserves all rights and privileges under the applicable laws and regulations with respect to this procurement in the event of breach of contract by either party.

**(B) All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.**

Pursuant to Federal Rule (B) above, for all contracts involving Federal funds in excess of \$10,000, School Board reserves the right to terminate the contract (i) for convenience, and/or (ii) for cause by issuing a certified notice to the vendor.

**(C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."**

Pursuant to Federal Rule (C) above, when School Board expends federal funds on any federally assisted construction contract, the equal opportunity clause is incorporated by reference herein.

**(D) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.**

Pursuant to Federal Rule (D) above, when School Board expends federal funds during the term of an award for all contracts and subgrants for construction or repair, Vendor will be in compliance with all applicable Davis-Bacon Act provisions.

**(E) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29**

## **EDGAR CERTIFICATIONS (continued)**

**CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.**

Pursuant to Federal Rule (E) above, when federal funds are expended by School Board, Vendor certifies that Vendor will be in compliance with all applicable provisions of the Contract Work Hours and Safety Standards Act during the term of an award resulting from this procurement process.

**(F) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of "funding agreement" under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.**

Pursuant to Federal Rule (F) above, when federal funds are expended by School Board, Vendor certifies that Vendor will be in compliance with all applicable provisions of Federal Rule (F) during the term of an award resulting from this procurement process.

**(G) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).**

Pursuant to Federal Rule (G) above, when federal funds are expended by School Board, Vendor certifies that Vendor will be in compliance with all applicable provisions of Federal Rule (G) during the term of an award resulting from this procurement process.

**(H) Energy Policy and Conservation Act (2 CFR §910.120, 10 CFR §600.236). Vendor agrees to comply with the mandatory standards and policies relating to energy efficiency contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.**

Pursuant to Federal Rule (H) above, when federal funds are expended by School Board, Vendor certifies that Vendor will be in compliance with all applicable provisions of Federal Rule (H) during the term of an award resulting from this procurement process.

**(I) Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.**

Pursuant to Federal Rule (I) above, when federal funds are expended by School Board, Vendor certifies that during the term of an award resulting from this procurement process, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

**(J) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.**

Pursuant to Federal Rule (J) above, Vendor certifies that it is in compliance with all applicable provisions of the Byrd Anti-Lobbying Amendment (31 U.S.C. 1352). The Vendor further certifies that: (1) No Federal appropriated funds have been

## **EDGAR CERTIFICATIONS (continued)**

paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement. (2) If any funds other than Federal appropriated funds have been paid to any person for influencing or attempting to influence an officer or employee of any agency, Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. (3) The undersigned shall require that the language of this certification be included in the award documents for all covered subawards in Federal funds at all appropriate tiers and that all subrecipients shall certify and disclose accordingly.

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## **RECORDS ACCESS AND RETENTION**

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Records Access (34 CFR 80.36 (i)(10): All vendors, contractors and subcontractors shall give access to the SBCC, the appropriate Federal agency, the Comptroller General of the United States, or any of their duly authorized representative to any books, documents, papers, and records of the vendor which are directly pertinent to this specific bid/contract for the purpose of making audit, examination, excerpts and transcriptions.

Records Retention (2 C.F.R. § 200.333): Financial records, supporting documents, statistical records and all other non-Federal entity records pertinent to a Federal award must be retained for a period of three (3) years from the date of submission of the final expenditure report or, for Federal awards that are renewed quarterly or annually, from the date of the submission of the quarterly or annual financial report, respectively, as reported to the Federal awarding agency or passthrough entity in the case of a subrecipient.

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## **RECOVERED MATERIALS**

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Recovered Materials (2 CFR §200.322): Contractor must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

**Vendor agrees to comply with all federal, state, and local laws, rules, regulations and ordinances, as applicable. It is further acknowledged that vendor certifies compliance with all provisions, laws, acts, regulations, etc. as specifically noted above.**

Vendor's Name:

Learning 2020, Inc. DBA Penda Learning

Signature of Authorized Representative:

Brad Baird

Brad Baird (May 17, 2021 17:23 EDT)

Print Name of Authorized Representative:

Brad Baird



## **Exhibit # 2 (b)**

### **CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION - LOWER TIER COVERED TRANSACTIONS**

*This certification is required by the Department of Education regulations implementing Executive Order 12549, Debarment and Suspension, 34 CFR Part 85, for all lower tier transactions meeting the threshold and tier requirements stated at Section 85.110.*

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Non-Procurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

#### **Instructions for Certification:**

1. The prospective lower tier participant certifies, by submission of this proposal that neither it nor its principals are:
  - a) presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency;
  - b) have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in performing a public (federal, state or local) transaction or contract under a public transaction; or for violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property;
  - c) are not presently indicted for or otherwise criminally or civilly charged by a government entity (federal, state or local) with commission of the offenses enumerated in this certification; or
  - d) have not within a three-year period preceding this application had one or more public transaction (federal, state or local) terminated for cause or default.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Name of Vendor: Learning 2020, Inc. DBA Penda Learning

Brad Baird

Printed Name

Signature: Brad Baird  
Brad Baird (May 17, 2021 17:23 EDT)

President & CEO

Title of Authorized Representative

Date: May 17, 2021

**Exhibit # 2 (c)**

**DRUG-FREE WORKPLACE CERTIFICATION**

Preference shall be given to vendors/contractors certifying their compliance with a drug-free workplace in accordance with Section 287.087, Fla. Stat., as follows:

**IDENTICAL TIE BIDS** – A bid or contract received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedure for processing tie bids shall be followed if none of the tied vendors has a drug-free workplace program. To obtain such preference, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions what shall be taken against employee for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee shall abide by the terms of the statement and shall notify the employer of any conviction or plea of guilty or no contest to any violation of Chapter 893 or of any controlled substance laws of the United States or the State of Florida, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

I certify that this firm complies fully with the above requirements.

**CONTRACTOR NAME:** Learning 2020, Inc. DBA Penda Learning

**AUTHORIZED CONTACTOR REPRESENTATIVE SIGNATURE:**

Brad Baird

(Printed Name)

President & CEO

(Title)

Brad Baird

Brad Baird (May 17, 2021 17:23 EDT)

(Signature)

May 17, 2021

(Date)

**Exhibit # 2 (d)**

**NON-COLLUSION AFFIDAVIT**

STATE OF FLORIDA       )  
COUNTY OF CLAY       )

My name is (*INSERT NAME* **Brad Baird**). I hereby attest that I am authorized to execute this affidavit on behalf of my firm, its owners, directors, and officers. I have personal knowledge of the price(s), guarantees and the total financial commitment represented in the firm's offer and/or contract.

- 1) The firm's prices and amounts offered have been arrived at independently and without consultation, communication or agreement with any other contractor or respondent.
- 2) Neither the final nor approximate prices or amounts offered have been disclosed to any other firm or person who is a respondent or potential respondent, nor were they disclosed prior to opening of offers.
- 3) The offer from my firm is made in good faith and no attempt has been made to induce any firm or person to refrain from submitting an offer, or to submit an offer higher than our offer, or to submit any intentionally high or noncompetitive offer or other form of complementary offer.
- 4) (*INSERT NAME OF COMPANY* Learning 2020, Inc. DBA Penda Learning) its affiliates, subsidiaries, officers, directors, employees are not currently under investigation by any governmental agency and have not in the last three years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding, proposing or offering on any public contract, except as follows:

I attest that (*INSERT NAME OF COMPANY* Learning 2020, Inc. DBA Penda Learning) understands and acknowledges that the above representations are material and important, and will be relied on by the School Board of Clay County, Florida, in awarding the contract for which this offer is submitted. I understand and my firm understands that any misstatement of material representations herein stated shall be treated as intentional concealment of the true facts relating to submission of offers for this contract.

**CONTRACTOR NAME:** Learning 2020, Inc. DBA Penda Learning

**AUTHORIZED CONTACTOR REPRESENTATIVE SIGNATURE:**

**Brad Baird**

(Printed Name)

**President & CEO**

(Title)

*Brad Baird*

Brad Baird (May 17, 2021 17:23 EDT)

(Signature)

**May 17, 2021**

(Date)

**Exhibit # 2 (e)**

**DISCLOSURE OF POTENTIAL CONFLICT OF INTEREST AND  
CONFLICTING EMPLOYMENT OR CONTRACTUAL RELATIONSHIP**

Section 112.313 (3) and (7), Florida Statutes, sets forth restrictions on the ability of SBCC employees acting in a private capacity to rent, lease, or sell any realty, goods or services to SBCC. It also places restrictions on SBCC employees concerning outside employment or contractual relationships with any business entity which is doing business with SBCC.

Bidder must disclose in its Bid, the names of any employees who are employed by Bidder who are also an employees of SBCC. Persons identified below may have obligations and restrictions applicable to them under Chapter 112, Florida Statutes.

Name of Bidder's Employee	SBCC Title or Position of Bidder's Employee	SBCC Department/ School of Bidder's Employee
_____	_____	_____
_____	_____	_____
_____	_____	_____

Check one of the following and sign:

- ☒ I hereby affirm that there are no known persons employed by Bidder who are also an employee of SBCC.
- ☐ I hereby affirm that all known persons who are employed by Bidder who are also an employee of SBCC have been identified above.

Brad Baird

Brad Baird (May 17, 2021 17:23 EDT)

Signature

Learning 2020, Inc. DBA Penda Learning

Company Name

## Attachment A-1



## Penda Learning Subscription Quote

Quote Name	2021 - 2022 Penda Learning District Student Count License Subscription For 4 - Bio (With Multiple Year Discount) - All Schools	Created Date	3/19/2021
Type	Renewal: District Student Count License	Created By	Corey Peloquin
Quote Number	00000065	Expiration Date	8/31/2021

## Prepared For

School District of Clay County  
 900 Walnut St  
 Green Cove Springs, FL 32043-3199  
 904-336-6908

Contact:  
 Ryan Elizabeth Widdowson  
 ryan.widdowson@myoneclay.net

Quantity	Product	List Price	Sales Price	Total Price
20,560.00	Penda Science Student Count Subscription (12 months)	\$15.00	\$11.50	\$236,440.00
4,407.00	Penda Science Student Count Subscription (12 months)	\$15.00	-\$4.03	-\$17,760.21
8.00	Teacher Professional Development On-Site: 1 full-day	\$2,000.00	\$1,500.00	\$12,000.00
Subtotal		\$230,679.79		
Discount		0.00%		
Total Price		\$230,679.79		

## Additional Notes

- Subscription from August 1, 2021 - July 31, 2022
- Based upon enrollment provided by the district for all 42 schools district-wide:
  - Grade 4 = 2668
  - Grade 5 = 2680
  - Grade 6 = 2806
  - Grade 7 = 2915
  - Grade 8 = 3121
  - Grade 9 (Env/Bio) = 3116
  - Grade 10 (Env/Bio) = 3254
- Penda Learning student subscription price of \$15.00 has been volume discounted to \$11.50 per student (\$71,960 savings) - approved by Brad Baird, 03.17.2021
- A credit of \$17,760.21 has been applied for 2021 - 2022 from unused portions of 2020 - 2021 contracts/purchase orders # P2107502, P2105066, P2104301

Multiple Year Pricing Options (COVID Relief)

## 2-Year Discount

Original Total: \$230,679.79 + \$248,440.00 = \$479,119.79

Discount (7.5%) Savings= -\$35,933.98

Total Subscription for 2 Years = \$443,185.81 (approx. \$10.77 per student per year)



### 3-Year Discount

Original Total: \$230,679.79 + \$248,440.00 + \$248,440.00 = \$727,559.79

Discount (15%) Savings= -\$109,133.97

Total Subscription for 3 Years = \$618,425.82 (approx. \$10.02 per student per year)

### Subscription Includes

Penda Learning Product - cloud-based digital science content including 900+ science activities, 100+ simulations, and grade-level assessment activities, will be made available to all Clay teachers in grades 4 – biology. Teachers in grades 4 – biology will have access to all content (from grades 3-10), so they may remediate previous grade-level FL NGSSS standards, and accelerate future grade-level FL NGSSS standards, as well as adequately prepare for SSA/EOC, which assesses multiple grade-levels.

- **Align** - content alignment to district scope and sequence by grade, subject, course via Penda pacing assistance service (PAS)
- **Assign** - student activities assigned weekly based on Penda PAS alignment
- **Assess** - automated reporting as follows:
  - Weekly Assignment Mastery Reports, Late Assignment Reports, and teacher Class Mastery Reports by student delivered via email to teachers that support data-driven instruction and RTI
  - Monthly School Administrator Reports and Grade-Level Mastery Reports delivered via email to school administrators that support data-driven instruction
- **Achieve** - Penda features/functionality that support research-based best teaching practices
  - Data-Driven Instruction – weekly automated Class Mastery Reports sent to teachers via email
  - RTI (All Tiers) – intervention group feature, ability to assign activities to whole class (Tier 1), intervention group (Tier 2), or individual student (Tier 3), advanced report filters for intervention groups, and school achievement gap classifications (lower quartile, ELL, SED, SWD, ethnicity)
  - Differentiated Instruction – Penda Activity Builder tool allows teachers to create custom activities or tailor existing activities to differentiate instruction (content, product, process).

### Penda Learning Services:

- **Technical Services:**
  - Single sign-on via Clever or ClassLink
  - Auto data rostering via OneRoster or ClassLink
  - Immersive reader (with read-aloud capability)
  - Language translator (with read-aloud capability)
- **Implementation & Support Services:**
  - Professional partnership planning session
  - Teacher and administrator access to on-demand professional development video library
  - Dedicated ongoing customer support

Learning 2020, Inc. DBA Penda Learning  
P.O. Box 7505  
Loveland, CO. 80537  
888-919-0404  
[www.pendalearning.com](http://www.pendalearning.com)

**LEARNING20/20**  
High Quality Content for Exceptional Learning

## Data-Sharing and Usage Agreement Clay County District Schools

This agreement establishes the terms and conditions under which the Clay County District Schools can acquire, share, and use data. Either party may be a provider of data to the other party or be a recipient of data from the other. The purpose of this agreement is to provide for the Parties' sharing of certain respective Student Data from student education records, pursuant to s. 34 CFR 99.31(a)(6) and s. 1002.221, Florida Statutes, in order that the District and Data Recipient may improve the advancement of achievement throughout Clay County.

1. The confidentiality of data pertaining to individuals will be protected as follows:

A. The data recipient will not release the names or addresses of individuals or information that could be deemed as personally identifiable information of an individual, nor will the recipient present the results of data analysis (including but not limited to graphics or maps) in any manner that would reveal an individual's personally identifiable information.

B. Both parties shall comply with all Federal and State laws and regulations governing the confidentiality of the information that is the subject of this Agreement.

C. Both parties agree that personally identifiable information (PII) will be as defined in Florida State Statute 501.171.

D. Both parties agree to follow Florida's public records laws and laws relating to records retention located in Florida State Statute chapter 119 and Florida's General Records Schedule GS1-SL.

2. Any use, disclosure, or re-disclosure of the confidential information provided by each Party to the other Party not expressly permitted by this agreement is unauthorized and prohibited. Each Party must ensure that their respective authorized personnel are informed about and aware of the prohibitions regarding the use, disclosure, and re-disclosure of any information provided pursuant to this agreement. Notwithstanding the terms, either Party may disclose confidential information if disclosure is required by law in response to a valid order of a court of competent jurisdiction or authorized government agency, provided that the disclosing Party must provide the other Party prompt notice of the order and at the other party's request and expense, reasonably cooperate with efforts to receive a protective order or otherwise limit disclosure.

3. The data recipient will not release data to a third party without prior approval in writing from the data provider.

4. The data recipient will not share, publish, or otherwise release any findings or conclusions derived from the analysis of data obtained from the data provider without prior written approval from the data provider.

5. Data transferred pursuant to the terms of this Agreement shall be utilized solely for the purposes set forth in the "Contract/agreement" with the "Data Recipient".

6. All data transferred to Clay County District Schools shall remain the property of the "vendor" and shall be destroyed or returned to the "vendor" within sixty (60) days upon termination of the contract/agreement. The district shall send written notice to the other party confirming this requirement has been achieved. This covenant shall survive the expiration or termination of this agreement.

7. All data transferred from Clay County District Schools shall remain the property of the school district and shall be destroyed or returned to the school district within sixty (60) days upon termination of the contract/agreement. The district shall send written notice to the other party confirming this requirement has been achieved. This covenant shall survive the expiration or termination of this agreement.

8. Any third party granted access to data, as permitted under condition #2, above, shall be subject to the terms and conditions of this agreement. Acceptance of these terms must be provided in writing by the third party to the school district and signed by the school district before data will be released. The primary "vendor" will be responsible for presenting the signed agreement to the district on behalf of the third party.

9. Both parties agree that PII data stored will be encrypted while in transit and rest.

10. Each party agrees to disseminate this agreement to appropriate personnel in each party's agency.

11. To promote to the fullest extent permissible and in compliance with federal law and Florida Statutes (including but not limited to



## Data-Sharing and Usage Agreement Clay County District Schools

Sections 1002.22 and 1002.97, Florida Statutes, and Family Educational Rights and Privacy Act (FERPA) codified at 20 U.S.C. 1232g and its regulations codified at 34 CFR part 99) regarding the sharing of Student Data in student education records and information relevant to the purpose of this agreement.

12. The Parties hereby agree to share electronic Student Data across systems, in full compliance with state and federal confidentiality requirements, particularly FERPA, for purposes of each Party's educational studies and for the improvement of student education.

13. The Parties acknowledge that, during the term of this agreement, confidential information of a special and unique nature will be disclosed to each other. Each Party will protect the confidential information received from the other party in a manner that will not permit the personal identification of a child or the parents, including guardians, by persons other than those authorized to receive the records, and each Party shall protect the confidential information from unauthorized access, use or re-disclosure.

14. Each Party shall establish a mutually agreed upon limitation regarding the number of users with access to the student information; it being understood that each Party's authorized personnel (whether paid or non-paid staff) must be under the direct control of the Party with respect to the use and maintenance of the records to be disclosed pursuant to this agreement.

15. Each Party shall take all steps necessary to safeguard the confidentiality of the data received. Each Party must develop, implement, maintain and use reasonable and appropriate administrative and internal controls, and technical and physical security measures to preserve the confidentiality, integrity, and availability of all data electronically maintained, used, stored, or transmitted pursuant to this agreement. A review of these controls may be requested by either party to ensure their adequacy and implementation.

- appropriate administrative actions include appropriate disciplinary policies for any of each Party's respective authorized employees who may violate the requirements set forth in this agreement (including but not limited to, in appropriate circumstances, termination of employment).

16. Neither Party shall possess nor assert any lien or other rights against or to confidential information of the other Party.

17. Each Party agrees to report in writing within three (3) business days to the other Party any use, disclosure, or re-disclosure of confidential information not authorized by this agreement. Such report must identify:

- the nature of the unauthorized use, disclosure, or re-disclosure;
- the data used, disclosed, or re-disclosed;
- the person or entity, if known, who made the unauthorized use or received the unauthorized disclosure, or re-disclosure;
- what the reporting Party has done or will do to notify affected persons and to mitigate any deleterious effect of the unauthorized use, disclosure, or re-disclosure;
- what corrective action the Party has taken or will take to prevent future similar unauthorized use, disclosure, or re-disclosure.

18. Data Recipient agrees that the District shall have the right to review, prior to Data Recipient publishing any report or findings related to the Student Data, in order for the District to verify proper techniques are used to avoid any unauthorized disclosure of Student Data.

Learning 2020, Inc. DBA Penda Learning  
Company: \_\_\_\_\_

Name: Brad Baird

Date: May 17, 2021

Signature: *Brad Baird*  
Brad Baird (May 17, 2021 17:23 EDT)

Clay County District Schools

Name: *Ethan Caren*

Date: *6/30/21*

Signature: *Ethan Caren*



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
09/16/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> ADVANTAGE INSURANCE LLC 34345151 4308 NORTH GARFIELD AVE LOVELAND CO 80538	<b>CONTACT NAME:</b>	
	<b>PHONE</b> (970) 669-9390 (A/C, No, Ext):	<b>FAX</b> (970) 669-9704 (A/C, No):
	<b>E-MAIL ADDRESS:</b>	
	<b>INSURER(S) AFFORDING COVERAGE</b>	
	<b>INSURER A:</b> Twin City Fire Insurance Company <b>NAIC#</b> 29459	
	<b>INSURER B:</b> Hartford Fire and Its P&C Affiliates <b>NAIC#</b> 00914	
<b>INSURED</b> LEARNING 2020INC DBA PENDA CORP PO BOX 7505 LOVELAND CO 80537-0505	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	

## COVERAGES

## CERTIFICATE NUMBER:

## REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/Y YYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY	X		34 SBM AB8467	10/15/2020	10/15/2021	EACH OCCURRENCE \$2,000,000
	CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000
	X General Liability						MED EXP (Any one person) \$10,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY \$2,000,000
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC						GENERAL AGGREGATE \$4,000,000
	OTHER:						PRODUCTS - COMP/OP AGG \$4,000,000
A	AUTOMOBILE LIABILITY			34 SBM AB8467	10/15/2020	10/15/2021	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000
	ANY AUTO						BODILY INJURY (Per person)
	ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/>						BODILY INJURY (Per accident)
	HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS <input checked="" type="checkbox"/>						PROPERTY DAMAGE (Per accident)
	UMBRELLA LIAB EXCESS LIAB						EACH OCCURRENCE
	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE						AGGREGATE
	DED <input type="checkbox"/> RETENTION \$						
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	Y/N	N/A	34 WEC AE1VVF	10/15/2020	10/15/2021	X PER STATUTE <input type="checkbox"/> OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT \$1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$1,000,000
							E.L. DISEASE - POLICY LIMIT \$1,000,000
A	DATA BREACH - BUS INC & EX EXP			34 SBM AB8467	10/15/2020	10/15/2021	Limit \$50,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Those usual to the Insured's Operations. Certificate holder is an additional insured per the Business Liability Coverage Form SS0008 attached to this policy.

## CERTIFICATE HOLDER

Clay County District Schools  
900 WALNUT ST  
GREEN COVE SPRINGS FL 32043-3129

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Susan L. Castaneda*

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## School Board of Clay County

### August 5, 2021 - Regular School Board Meeting

#### Title

C9 - CTE Out of State and Overnight Field Trips

#### Description

The School Board recognizes that field trips, when used for teaching and learning integral to the curriculum, are an educationally sound and important ingredient in the instructional program of the schools. Properly planned and executed field trips supplement and enrich classroom instruction by providing learning experiences that will enhance mastery of the curriculum standards of the State of Florida. A field trip is defined as any planned, student travel activity which is approved as part of the district's educational program and is under the direct supervision and control of an instructional staff member or any advisor as designated by the Superintendent.

Group	Function	Date	Destination
FCCLA	State Conference	March 23-28, 2022	Orlando, FL
	National Conference	June 29-July 3, 2022	San Diego, CA
TSA	Leadership Training Conference	October 20-23, 2021	Altamonte Springs, FL
	State Conference	February 23-26, 2022	Orlando, FL
	National Conference	June 26-30, 2022	Dallas, TX
FFA	Chapter President Conference	August 28-29, 2021	Kissimmee, FL
	State Conference	June 13-17, 2022	Orlando, FL
	National Conference	October 27-30, 2021	Indianapolis, IN
	Sunbelt AG Expo	October 19-21, 2021	Moultrie, GA
FBLA	State/National Fall Conference	November 4-6, 2021	Orlando, FL
	State Conference	March 11-14, 2022	Orlando, FL
	National Conference	June 29-July 2, 2022	Chicago, IL
HOSA	State Conference	April 9-12, 2022	Orlando, FL
	National Conference	June 22-26, 2022	Nashville, TN
Skills USA	State Conference	April 18-21, 2022	Jacksonville, FL
	National Conference	June 20-24, 2022	Atlanta, GA

\*Trips might require students/teachers to travel a day prior to or after conference starting/ending date.

#### Gap Analysis

Career and Technical Student Organizations (CTSO) are co-curricular organizations for CTE students such as FFA, TSA, FBLA, HOSA, SkillsUSA, FCCLA. CTSO's extend teaching and learning through innovative programs, business and community partnerships and leadership experiences at the school, state and national levels. CTSO's are a powerful avenue for helping our nation address key challenges such as workforce development, student achievement, economic vitality and global competitiveness. CTSO's are authorized by the U.S. Congress in the Carl D. Perkins Career and Technical Education Improvement Act.

#### Previous Outcomes

All out of state and overnight trips are selected, planned, evaluated, and approved or rejected in conformity with written district policy.

#### Expected Outcomes

It is important to recognize that CTSO's provide students leadership development skills as well as hands on learning through project based activities. CTSO events expose students to new experiences which increases their engagement within their educational experience.

**Strategic Plan Goal**

Strategy 1.3: Prepare all students to be full option graduates who are prepared for college, eligible to enlist in military services, or able to compete in the workforce.

**Recommendation**

The CTE Department recommends the school board approves out-of-state or overnight travel for any events on the official CTSO state calendars.

**Contact**

Roger Dailey, Chief Academic Officer, [roger.dailey@myoneclay.net](mailto:roger.dailey@myoneclay.net); (904) 336-6904

**Financial Impact**

None

**Review Comments****Attachments**

DRAFT



## School Board of Clay County

### August 5, 2021 - Regular School Board Meeting

#### Title

C10 - Safe Crisis Management Training for Exceptional Student Education Employees 2021-2022

#### Description

The School Board of Clay County is required to provide a free and appropriate education to all exceptional student education (ESE) students. There are times that a student in a crisis situation must be physically managed for the protection of the student and others. In these crisis situations, where the student or others are in imminent danger, staff must have the requisite training to safely restrain and deescalate the student. Safe Crisis Management, by JKM Training, Inc. is the comprehensive, trauma-sensitive approach utilized in Clay County.

#### Gap Analysis

Currently, school personnel must at times physically intervene with students in crisis for the safety of the student and others. This sometimes requires physical restraint. The Safe Crisis Management training program has as its fundamental purpose the prevention and safe resolution of explosive behavior. Safe Crisis Management training provides staff with a capacity to prevent or safely respond to dangerous situations.

Training of personnel is required under state law. Typically, only school personnel serving students in the most restrictive settings are trained in this methodology. Safe Crisis Management is a comprehensive training program focused on preventing and managing crisis events and improving safety. Safe Crisis Management uses a trauma-sensitive approach with emphasis on building positive relationships. This training is required for some instructional personnel and paraprofessionals. The training provides a comprehensive continuum of prevention, de-escalation and safe emergency intervention strategies for responding to aggressive behavior. Safe Crisis Management promotes safety and reduces potential liability.

#### Previous Outcomes

Safe Crisis Management has been used in Clay County since 1983. Other methodologies have been reviewed and Safe Crisis Management continues to be the preferred option for crisis intervention. The attached chart shows the consistent downward trend of the restraints and seclusion incidents over the past several years under Safe Crisis Management. There is a continued focus on reducing incidents of restraint. Further reduction can be achieved with continued instruction of de-escalation strategies through the Safe Crisis Management Program.

#### Expected Outcomes

That the Clay County School Board approve using Safe Crisis Management as the approved methodology for the purpose of prevention and safe resolution of explosive behavior.

#### Strategic Plan Goal

Goal 3: Establish a respectful climate and culture that provides equity and access to all.

Strategy 1.3: Engage stakeholders to strengthen and build a collaborative and constructive environment that encourages high expectations for all.

#### Recommendation

Continue training ESE staff using the Safe Crisis Management training program for 2021-2022.

#### Contact

Melanie Sanders, Director ESE, 904-336-6866, Melanie.Sanders@myoneclay.net

Heather Teto, Chief of Elementary Education, 904-336-6906, Heather.Teto@myoneclay.net

#### Financial Impact

Safe Crisis Management staff recertify district trainers annually. These district trainers then train Clay County personnel. Training costs are approximately \$55,000 annually. Funding source: 420.6400.120.9005.4100 \$30,000 and 100.7731.150.9005.1901 \$25,000.

Review Comments

Attachments

📎 [SCM.pdf](#)

DRAFT

Restraint Incidents							
13/14	14/15	15/16	16/17	17/18	18/19	19/20	20/21
172	258	146	179	118	53	48	44

DRAFT



**20/21 Final Numbers of Safe Crisis Management Trained Staff**

<b>Instructional (Teachers and Site Coaches</b>	<b>ESE Behavioral Health Assistants</b>	<b>Administrators</b>	<b>CCSDPD</b>
35	228	5	8

DRAFT

## School Board of Clay County

### August 5, 2021 - Regular School Board Meeting

#### Title

C11 - Mileage Paid to Parents and Group Homes

#### Description

The Individuals with Disabilities Act (IDEA) provides that transportation to school is a related service and the responsibility of the local education agency in order that students receive a free and appropriate public education.

#### Gap Analysis

In certain cases, the Exceptional Student Education department, in conjunction with the transportation department, must authorize the payment of mileage reimbursement for parents or group homes to transport. Examples of such cases include no available bus, medical issues that cannot be resolved, significant behavior difficulties, or other special circumstances.

#### Previous Outcomes

The attached chart reflects the expenditures for mileage paid to individual families or group homes over the last several years. The increase in expenditures in mileage reflects students who are in a specialty placement outside of Clay County, and transport for group home students with highly volatile behavior.

#### Expected Outcomes

Approval of this agenda item will ensure that the district fully complies with the requirements of IDEA.

#### Strategic Plan Goal

Strategy 2.4: Ensure effective and efficient use of resources for fiscal stability.  
Goal 2: Improve management of district-wide operations and facilities.

#### Recommendation

The School District of Clay County approve the reimbursement of mileage to parents or group homes when transporting by other means is either unsafe or unavailable.

#### Contact

Heather Teto, Chief of elementary Education, 904-336-6906, Heather.Teto@myoneclay.net  
Melanie Sanders, Director, ESE, 904-336-6866, Melanie.Sanders@myoneclay.net

#### Financial Impact

The total cost of reimbursement is expected to be less than \$10,000 annually.

#### Review Comments

#### Attachments

☉ [Parent mileage - Sheet1.pdf](#)

Mileage Paid to Parents and Group Homes	
School Year	Expenditure
14-15	\$4,310.00
15-16	\$6,396.00
16-17	\$8,453.88
17-18	\$11,027.00
18-19	\$2,849.55
19-20	\$2,359.97
20-21	\$324.53

DRAFT

## School Board of Clay County

### August 5, 2021 - Regular School Board Meeting

#### **Title**

C12 - EBS Healthcare Staffing Services Contract 21/22

#### **Description**

The School Board of Clay County is required to provide speech-language services to eligible ESE students by a fully credentialed speech language pathologist. The contracted services will include, but are not limited to, Child Find activities, evaluations, therapies, IEP development and implementations, and consultations.

#### **Gap Analysis**

The speech-language services are required for eligible ESE Students based upon their Individual Education Plan (IEP). Speech-Language Pathologists require specialty training and there is a national shortage of qualified providers. School Districts must contract with private providers so that the district is able to meet the IDEA requirements for a free, appropriate public education (FAPE) for all students with disabilities.

#### **Previous Outcomes**

The district has contracted with EBS Healthcare Staffing Services since prior to 2003. EBS Healthcare Staffing Services has provided high-quality speech-language pathologists to meet the IEP requirements for each student.

#### **Expected Outcomes**

Successful outcomes will allow for implementation of IEP obligations for students with disabilities. The contracted services will include, but are not limited to, Child Find activities, evaluations, therapies, IEP development and implementations, and consultations.

#### **Strategic Plan Goal**

Goal 1: Develop Great Educators and Leaders

Strategy 1.3: Prepare all students to be the full option graduates who are prepared for college, eligible to enlist in military services, or able to compete in the workforce. Services are required under the Individual with Disabilities Education Act (IDEA).

#### **Recommendation**

That the Clay County School Board approve the EBS Healthcare Staffing Services contract for 2021-2022.

#### **Contact**

Melanie Sanders, 904-336-6866, Melanie.Sanders@myoneclay.net

Heather.Teto, 904-336-6906, Heather.Teto@myoneclay.net

#### **Financial Impact**

The projected cost of implementing this contractual agreement is approximately \$500,000.00

Funding source:

0100.5200.310.9005.1819 \$400,000.00

0420.5200.310.9005.4100 \$100,000.00

#### **Review Comments**

#### **Attachments**

📎 [210138 EBH Healthcare Svc.pdf](#)

FOLLOW ALL PROCEDURES ON BACK OF THIS FORM

Contract # **210138**  
Number Assigned by Purchasing Dept.



# CONTRACT REVIEW

BOARD MEETING DATE:

**8-6-21**

WHEN BOARD APPROVAL IS REQUIRED DO  
NOT PLACE ITEM ON AGENDA UNTIL  
REVIEW IS COMPLETED

☐ Must Have Board Approval over \$100,000.00

Date Submitted: 6/14/2021

Name of Contract Initiator: Melanie Sanders

Telephone #: 336-6866

School/Dept Submitting Contract: CO/ESE

Cost Center # 9005

Vendor Name: **EBS Healthcare Services, Inc**

Contract Title: Independent Contractor Services Agreement

Contract Type: New ☐ Renewal ☒ Amendment ☐ Extension ☐ Previous Year Contract # 210012

Contract Term: **July 1, 2021 - June 30, 2022** Renewal Option(s): Yearly

Contract Cost: **\$500,000.00**

☒ **BUDGETED FUNDS – SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT**

Funding Source: Budget Line # **100.5200.310.9005.1819** \$400,000.00

Funding Source: Budget Line # **420.5200.310.9005.4100.2** \$100,000.00

☐ **NO COST MASTER (COUNTY WIDE) CONTRACT - SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT**

☐ **INTERNAL ACCOUNT - IF FUNDED FROM SCHOOL IA FUNDS – SEND CONTRACT PACKAGE DIRECTLY TO SBAO**

REQUIRED DOCUMENTS FOR CONTRACT REVIEW PACKAGE (when applicable):

\_\_\_\_ Completed Contract Review Form

\_\_\_\_ SBAO Template Contract or other Contract (NOT SIGNED by District / School)

\_\_\_\_ SIGNED Addendum A (if not an SBAO Template Contract)\*

\*This Statement MUST BE included in the body of the Contract:

"The terms and conditions of Addendum A are hereby incorporated into this Agreement and the same shall govern and prevail over any conflicting terms and/or conditions herein stated."

\_\_\_\_ Certificate of Insurance (COI) for General Liability & Workers' Compensation that meet these requirements:

COI must list the School Board of Clay County, Florida as an Additional Insured and Certificate Holder. Insurer must be rated as A- or better.

General Liability = \$1,000,000 Each Occurrence & \$2,000,000 General Aggregate.

Auto Liability = \$1,000,000 Combined Single Limit (\$5,000,000 for Charter Buses).

Workers' Compensation = \$100,000 Minimum

[If exempt from Workers' Compensation Insurance, vendor/contractor must sign a Release and Hold Harmless Form. If not exempt, vendor/contractor must provide Workers' Compensation coverage].

\_\_\_\_ State of Florida Workers Comp Exemption (<https://apps.fldfs.com/bocexempt/>) (If Applicable)

\_\_\_\_ COVID-19 Waiver (If Applicable)

\_\_\_\_ Release and Hold Harmless (If Applicable)

RECEIVED

JUN 15 2021

PURCHASING

RECEIVED  
6/22/2021  
SBAO

**\*\*AREA BELOW FOR DISTRICT PERSONNEL ONLY \*\***

CONTRACT REVIEWED BY:	COMMENTS BELOW BY REVIEWING DEPARTMENT
Purchasing Department B78	6A-1.012(11a) Health Services Same as last year, using SBAO Template. Contract already has Exhibit 1 So changed Vendor to Exhibit 3 Contract must go to Board (H)
School Board Attorney rb	Speech Therapy
Other Dept. as Necessary	
Review Date 6/20/21	
PENDING STATUS: <input type="checkbox"/> YES <input type="checkbox"/> NO	IF YES, HIGHLIGHTED COMMENTS ABOVE MUST BE CORRECTED BY INITIATOR
FINAL STATUS	<input checked="" type="checkbox"/> <b>APPROVED</b> DATE: <b>7-1-21</b>



# CONTRACT REVIEW PROCESS FOR "ALL" CONTRACTS

A contract is defined as an agreement between two or more parties that is intended to have legal effect. This may include MOUs, Interlocal Agreements, Service Agreements and Contracts. Contracts document the mutual understanding between the parties as to the terms and conditions of their agreement, contain mutual obligations, and clearly state the agreement's consideration. The term consideration includes the cost of the services and/or products to be provided by second party (vendor or service provider) and any non-monetary performance. No school, department, or other organizational unit has authority to contract in its own name. All Board contracts must be made in the legal name of the Board, "The School Board of Clay County, Florida". The School or Department may extend this name to include the school or department as follows, "The School Board of Clay County, Florida o/b/o \_\_\_\_\_ (insert the school or department name)" where o/b/o means "on behalf of".

**All contracts shall be reviewed and approved by the School Board Attorney and/or the Supervisor of Purchasing to ensure legality, compliance with Board policy, and to ensure the Board interests are protected before the authorized signatory may execute the contract.**

All contracts having a value of \$100,000 or more shall be authorized by the Board at a regular or special meeting and signed by the Board Chairman. All approved contracts having a value of less than \$100,000 may be executed by the Superintendent or appropriate District administrator based on the value of the contract.

1. All approved contracts having a value of \$50,000 or more, but less than \$100,000 shall be signed by the Superintendent, or the person who has been designated, in writing by the Superintendent, as the Superintendent's Designee at the time of the contract signing. All contracts executed pursuant to this subparagraph shall be reported to the School Board in a separate entry as part of the monthly financial report.
2. All approved contracts having a value of \$25,000 or more, but less than \$50,000, shall be signed by the Superintendent, or the Assistant Superintendent for Business Affairs.
3. All approved contracts having a value of less than \$25,000 and contracts of any value described in Board Authorized Contracts above that are exempt from the requirement for Board approval, may be signed by the Superintendent, or the Assistant Superintendent for their Division, or Chief Officers, or Directors, or Principals.
4. The Superintendent is authorized to approve contract amendments or change orders for the purchase of commodities and services up to the amount of ten (10) percent or \$50,000, whichever is less, of the original contract amount that was previously approved by the Board.

Employees who enter into agreements without authority may be personally liable for such agreements, whether oral or written.

**Step 1:** Contract Initiator and Vendor prepare draft contract  
(School Board Attorney Office (SBAO) Template Contracts available on SBAO webpage are strongly encouraged)

**Step 2:** Complete Contract Review Form, attach Required Documents to include the UNSIGNED Contract by the District / School.

**For Contracts using Budgeted Funds or For No Cost / Master (County Wide) Contracts:**  
Initiator submits Contract Review Package to Purchasing Department - See Step 3

**For Contracts using Internal Funds Individual to each School:**  
Initiator submits Contract Review Package direct to SBAO - See Step 4

**IMPORTANT**

**Step 3:** If Funded by Budgeted Funds, submit the Contract Review Package to the Purchasing Department.  
Purchasing will begin the contract review process and submit the contract to the SBAO for review. SBAO may reach out to Initiator and/or other Departments (Risk, IT,) with questions or concerns and will assist with contract revisions. SBAO will send the Contract Review Package back to the Purchasing Department for final processing and the return to Initiator.  
  
Purchasing will log "District" Contracts (Cost/No Cost) on Contract Review Log and save copy of the Contract Review Package PLUS the Final Signed Contract you've return to Purchasing in the Contract Review Team Drive.

**Step 4:** If Funded by Internal Account (IA), submit the Contract Review Package directly to SBAO.  
Email: [contractreview@myoneclay.net](mailto:contractreview@myoneclay.net)  
The SBAO will begin the contract review process and return it directly to Initiator

**Step 5:** The Initiator is responsible for finalizing the Contract which includes:  
Addressing Comments/Revisions, Obtaining Required Signatures, Send District Final Signed Contract to Purchasing OR Retain Internal Accounts Final Signed Contract at School per School Board Record Policy.  
  
If there is a Cost associated with Contract, the Initiator must work with their Bookkeeper to finalize the Purchasing Process.  
**Budgeted Funds require a District Purchase Order. Internal Accounts require an IA Purchase Order.**

For assistance with legal-related matters, please visit the [School Board Attorney's Office \("SBAO"\) webpage](#) or call 904-336-6507  
For assistance with insurance-related matters, please visit the [Business Affairs - Risk Management webpage](#) or call 904-336-6745  
For assistance with District Purchasing, please visit the [Business Affairs - Purchasing webpage](#) or call 904-336-6736



## INDEPENDENT CONTRACTOR SERVICES AGREEMENT

This CONTRACTOR Services Agreement ("Agreement") is made as of the effective date set forth below, by and between the SCHOOL BOARD OF CLAY COUNTY, Florida (hereinafter referred to as "SBCC"), a body corporate pursuant to s. 1001.40, Florida Statute, whose principal place of business is 900 Walnut Street, Green Cove Springs, Florida 32043 and EBS Healthcare Services Inc (hereinafter referred to as "CONTRACTOR"), whose principal place of business is 200 Skiles Blvd, West Chester, PA 19382.

WHEREAS, the SBCC is engaged in the activity of providing educational opportunities to children; and

WHEREAS, CONTRACTOR has experience, skill, and expertise in delivering the services and/or products described in this Agreement; and

WHEREAS, the SBCC is interested in procuring the services and/or products of CONTRACTOR, as best fits the needs of the school district as determined by the SBCC; and

WHEREAS, CONTRACTOR desires to provide their services and/or products to the Clay Co School District (School locations Identified by ESE Dept.) School/Department,

NOW, THEREFORE, in consideration of the premises and of the mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties hereby agree as follows:

TO the SBCC described in Attachment A, "Scope of Services and/or Products," which is attached hereto and incorporated herein.

1. The Company, Vendor, Agency, or Consultant, of Contract for Goods and Services, hereafter collectively and individually referred to as the "Contractor".
2. CONTRACTOR represents that it is an independent contractor and that it requires that the SBCC treat it as such. CONTRACTOR agrees:
  - a. That it has no rights to any benefits extended by the SBCC to its employees [including without limitation, sick leave, vacation time, insurance coverage, etc.];
  - b. That it will not take a position contrary to their status as an independent contractor, and agrees to accept the responsibilities placed on independent contractors by federal and state law [accordingly, the SBCC will not make the deductions or contributions that an employer may be required to make with respect to its employees, and the undersigned will be responsible for all federal and state tax and fund obligations, including without limitation, income tax, Social Security, unemployment compensation, etc.];
  - c. CONTRACTOR agrees, as an independent contractor and not an employee of the SBCC, it is responsible for providing their own Worker's Compensation Insurance and social security/self-employment contributions.
3. CONTRACTOR acknowledges and accepts responsibility for all risks of injury and loss associated with the performance of this Agreement. In addition to any other statutory or common law obligation to indemnify and defend the SBCC, CONTRACTOR shall indemnify, defend, and hold harmless the SBCC, its officers, and employees from any claim, loss, damage, penalty, or liability arising from the negligent acts, omissions, misfeasance, malfeasance, or intentionally wrongful conduct of CONTRACTOR, its employees, or agents relating to the performance of duties imposed upon CONTRACTOR by this Agreement. Such indemnity shall not be limited by benefits payable by or for CONTRACTOR under worker's compensation, disability, or any other employee benefits or insurance programs or policies. Contractor shall timely provide to the SBCC written notice of any claim, complaint, or demand asserted against CONTRACTOR related to the performance of this Agreement. CONTRACTOR's obligations under this section shall survive the termination of this Agreement.



4. CONTRACTOR agrees to be bound by, and at its own expense comply with, all federal, state, and local laws, ordinances, and regulations applicable to the services. CONTRACTOR shall review and comply with the confidentiality requirements of federal and state law and the SBCC policy regarding access to and use of records.
5. **Reservation of Sovereign Immunity:** No provision or language in the underlying contract shall be construed or interpreted to increase the scope or dollar limit of the SBCC's liability beyond that which is set forth in Section 768.28 of the Florida Statutes. Nor shall any such language be construed or interpreted to waive the SBCC's sovereign immunity from suit, or to require the SBCC to indemnify CONTRACTOR or any other person, corporation or legal entity of any kind or nature whatsoever for injury or loss resulting from any acts or omissions other than those which arise from the actionable negligence of the SBCC. The SBCC expressly reserves all other protections and privileges related to its sovereign immunity.
6. CONTRACTOR will perform the services in a thorough, efficient, and professional manner, promptly and with due diligence and care, and in accordance with the best practices of the profession, utilizing qualified and suitable personnel, equipment and materials. CONTRACTOR warrants and represents to the SBCC that it possesses the expertise, capability, equipment and personnel to properly perform the services and that it is properly and legally licensed to perform the services. CONTRACTOR acknowledges that the SBCC is relying on the warranties and representations made by CONTRACTOR.
7. **Method of Payment:** Services and/or Products satisfactorily received shall be compensated in accordance with Attachment A and the following terms:
  - a. Procurement is performed in accordance with applicable law, State Board of Education Rules, Clay County School Board Policy and other applicable rules and regulations which govern. CONTRACTOR shall be paid in accordance with the Local Government Prompt Payment Act (218.70, et seq., Florida Statutes) upon submission of detailed invoices to the appropriate location listed on the District Purchase Order and/or the School Internal Account Purchase Order, and only after delivery and acceptance of the services and/or products provided.
  - b. Services and/or Products, as authorized by and listed in Attachment A, shall be compensated by Hour Rate (cost per hour) / Fixed Fee (*includes direct and indirect costs*) / Flat Rate (*cost for scope of work*) / etc.
  - c. Direct reimbursement for travel expenses, as authorized by and listed in Attachment A, shall be made in accordance with the requirements and rates found at F.S. 112.061 and any applicable SBCC policies.
  - d. Incurrence of other direct expenses, if any, must be pre-approved in writing by the SBCC.
  - e. Unless otherwise required by law, the SBCC's payment obligations (if any) arising from the underlying Agreement are contingent upon an annual appropriation by the School Board and the availability of funds to pay for the contracted services and/or products provided. If such funds are not appropriated for the underlying Agreement and results in its termination, such conditions/events shall not constitute a default by the SBCC.
8. The SBCC and CONTRACTOR have mutual rights to terminate this Agreement with or without cause and without penalty or further payment, at any time upon thirty (30) days written notice to the other party. However, if it is determined by the SBCC that the work is not being performed as agreed herein, CONTRACTOR shall be deemed to be in default, and the SBCC reserves the right to cancel this Agreement immediately.
9. **Force Majeure:** Neither party to this Agreement shall be liable for delays or failures in performance under this Agreement (other than obligations relating to payment, confidentiality, and protection of ownership and intellectual property rights) resulting from acts or events beyond the reasonable control of such party (a "Force Majeure Event"), including acts of war, terrorism, acts of God, earthquake, flood, embargo, riot, sabotage, labor dispute, wide spread outbreak of disease or pandemic, governmental act, failure of the internet, power failure, or energy, utility, or telecommunications interruptions, provided that the delayed party: (i) gives the other party prompt notice of such cause; and (ii) uses its reasonable commercial efforts to promptly correct such failure or delay in performance. In the event that a Force Majeure Event lasts for more than 90 days, and the party experiencing the initial delay cannot correct its failure or delay in performance during that period of time, despite using its reasonable commercial efforts to do so, the other party may terminate the affected portions of this Agreement.
10. This Agreement shall not be modified or amended except in writing, duly agreed to and executed by the parties.
11. CONTRACTOR shall not assign this Agreement in whole or in part, without the express written consent of the SBCC Purchasing Department.

12. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida and venue shall be in Clay County, Florida.
13. No other representations or promises shall be binding on the parties hereto except those representations or promises contained herein.
14. In the event that any part, term, or provision of this Agreement is, in a court of competent jurisdiction, found to be illegal or unenforceable, the validity of the remaining portions and provisions will not be affected, and the rights and obligations of the parties shall be construed and enforced as if this Agreement did not contain the particular part, term, or provision held to be so invalid.
15. Should any litigation be commenced in connection with this Agreement, the prevailing party shall be entitled to reasonable attorney fees and court costs.
16. The parties hereto represent that they have reviewed this Agreement and have sought legal advice concerning the legal significance and ramifications of this Agreement.
17. CONTRACTOR shall retain records associated with the services and/or products provided herein for a period of three years following final payment. CONTRACTOR shall, with reasonable notice, provide the SBCC access to these records during the above retention period.
18. Jessica Lunsford Act: SBCC is required to conduct background screening of CONTRACTOR (including its employees, agents, and sub-contractors) (go to Clay County District Schools website for fingerprinting procedures). CONTRACTOR represents and warrants to the SBCC that CONTRACTOR is familiar with Sections 1012.32, 1012.321, 1012.465, 1012.467, and 1012.468 of the Florida Statutes regarding background investigations. CONTRACTOR covenants to comply with all requirements of the above-cited statutes at CONTRACTOR's sole expense and shall provide the SBCC proof of such compliance upon request.

Certification: By executing this Agreement, CONTRACTOR swears and affirms under penalty of perjury that all of its employees, agents, and subcontractors will comply with these procedures, the requirements of the Jessica Lunsford Act, SBCC's finger printing procedures, and the laws of the State of Florida. Failure to comply with these procedures, the Act, SBCC's finger printing procedures, and the law of the State of Florida shall constitute a material breach of the Agreement, and SBCC may avail itself of all remedies pursuant to law. CONTRACTOR agrees to indemnify and hold harmless SBCC, its officers, employees, and agents, from and against any and all claims or causes of action, including without limitation those for personal injury, death, property damages, and attorney fees, arising out of or relating to CONTRACTOR's failure to comply with any of the above.
19. E-Verify: CONTRACTOR named herein, and its subcontractors, are required to register with and use the U.S. Department of Homeland Security's (DHS) E-Verify system to verify the work authorization status of all newly hired employees. By executing this Agreement, the CONTRACTOR certifies that it, and any sub-contractors with which it contracts, are registered with, and use, the E-Verify system for all newly hired employees, and acknowledges that it must obtain an affidavit from its subcontractors in accordance with Section 448.095(2)(b) Fla. Stat. that the subcontractor does not employ, contract with or subcontract with any unauthorized alien. The CONTRACTOR must maintain a copy of such affidavit for the duration of the Agreement. This section serves as notice to the CONTRACTOR that, pursuant to the terms of Section 448.095(2)(c) 1 and 2, Florida Statutes, the SBCC shall terminate this Agreement if it has a good faith belief that the CONTRACTOR has knowingly violated Section 448.09(1), F.S.. If the SBCC has a good faith belief that the subcontractor, without the knowledge of the CONTRACTOR, has knowingly violated Section 448.09(1) or 448.095(2), F.S., the SBCC shall notify the CONTRACTOR and order the CONTRACTOR to immediately terminate the contract with the subcontractor. If the SBCC terminates an Agreement with a CONTRACTOR pursuant to sec. 448.095(2)(c), F.S., the CONTRACTOR will not be awarded a public contract for at least one year after the date of such termination.
20. The CONTRACTOR certifies that CONTRACTOR is in compliance with the requirements of law regarding equal employment opportunity for all persons without regard to age, race, color, religion, sex, national origin, or disability and is not on the Discriminatory Vendor List pursuant to Florida Statute 287.134.



21. CONTRACTOR shall, at CONTRACTOR's sole expense, procure and maintain during the term of this Agreement, at least the following minimum insurance coverage, which shall not limit the liability of CONTRACTOR:

<u>General Liability Policy:</u>	<u>Auto Liability Policy:</u>	<u>Worker's Compensation Policy:</u>
\$1,000,000.00 per occurrence	\$1,000,000.00 combined single limit	\$100,000
\$2,000,000.00 aggregate	\$5,000,000.00 (if charter or common carrier)	<i>*Exempt, need signed WCAF</i>

*\*If the CONTRACTOR is exempt from Worker's Compensation insurance obligations, the CONTRACTOR must sign the Worker's Compensation Acknowledgment Form (WCAF) attached hereto as Exhibit # 1.*

All policies of insurance shall be rated "A-" or better by the most recently published A.M. Best Rating Guide and shall be subject to the SBCC approval as to form and issuing company. The SBCC shall be named as certificate holder and as an *additional insured* in the comprehensive general (including property damage) liability policy within five (5) days after execution of this Agreement. CONTRACTOR shall furnish the SBCC's Representative copies of insurance certificates evidencing that it maintains at least the insurance coverage required hereunder, and which contain the following or equivalent clause: *"Before any reduction, cancellation, modification or expiration of the insurance policy, thirty (30) days prior written notice thereof shall be given to the SBCC."* CONTRACTOR is NOT authorized to proceed with the services until all the insurance certificates have been received and accepted.

Receipt of certificates or other documentation of insurance or policies or copies of policies by the SBCC, or by any of its representatives, which indicate less coverage than required does not constitute a waiver of CONTRACTOR's obligation to fulfill the insurance requirements herein.

22. CONTRACTOR shall not solicit or accept brokerage or any other fees or remuneration from any provider of the SBCC insurance program.
23. CONTRACTOR recognizes and acknowledges that by virtue of entering into this Agreement and providing services hereunder, CONTRACTOR, its agents, employees, officers, and subcontractors may have access to certain confidential information and processes, including confidential student information, personal health information, financial records, and access to the SBCC networks (hereinafter "Confidential Information"). CONTRACTOR agrees that neither it nor any CONTRACTOR agent, employee officer, or subcontractor will at any time, either during or subsequent to the term of this Agreement, disclose to any third party, except where permitted or required by law or where such disclosure is expressly approved by the SBCC in writing, any Confidential Information. In addition, following expiration of said Agreement, CONTRACTOR, its agents, employees, officers, and subcontractors shall either destroy or return to the SBCC all Confidential Information. With 72-hours written notification, the SBCC reserves the right to determine whether or not Confidential Information has been destroyed and such confirmation may include inspecting the CONTRACTOR's facilities and equipment. CONTRACTOR understands and agrees that it is subject to all federal and state laws and SBCC rules relating to the confidentiality of student information. Contractor further agrees to comply with the Family Educational Rights and Privacy Act ("FERPA") 34 C.F.R. § 99. Contractor shall regard all student information as confidential and will not disclose personally-identifiable student records or information to any third party without appropriate legal authorization. Access to SBCC data or networks shall require a SBCC Data-Sharing and Usage Agreement and shall only be authorized by the SBCC IT Department.
24. CONTRACTOR is required to comply with the Florida Public Records Law, Chapter 119, Florida Statutes, in the performance of CONTRACTOR's duties under this Agreement, and will specifically:
- Keep, maintain, and produce upon request and within a reasonable period of time all data created or collected in the performance of its duties under this Agreement ("Agreement Data") which come within the definition of a "public record" under Chapter 119.
  - Provide to the SBCC, upon its request and free of charge, a copy of each record which CONTRACTOR seeks to produce in response to a public records request.
  - Ensure all Agreement Data considered exempt under Chapter 119 are not disclosed except as authorized by law.
  - Upon completion of its obligations under the Agreement, transfer to the SBCC, at no cost, all Agreement Data in CONTRACTOR's possession or otherwise keep and maintain such data/records as required by law. All records transmitted to the SBCC must be provided in a format that is compatible the SBCC's information technology systems.
  - The SBCC is authorized to collect, use or release social security numbers (SSN) of CONTRACTOR and their

employees for the following purposes, which are noted as either required or authorized by law to be collected. The collection of social security numbers is either specifically authorized by law or imperative for the performance of the District's duties and responsibilities as prescribed by law (Sections 119.07(5)(a)2 and 3, Florida Statutes):

- a) Criminal history and criminal background checks/Identifiers for processing fingerprints by Department of Law Enforcement, if SSN is available [Required by Fla. Admin. Code 11 C-6.003 and Fla. Stat. § 119.07(5)(a)6]
- b) CONTRACTOR that District reasonably believes would receive a 1099 form if a tax identification number is not provided including for IRS form W-9 [Required by 26 C.F.R. § 31.3406-0, 26 C.F.R. § 301.61091, and Fla. Stat. § 119.07(5)(a)2 and 6]

CONTRACTOR's failure to comply with the provisions set forth in this section shall constitute a default and material breach of this Agreement, which may result in termination by the SBCC without penalty.

IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, OR CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTRACTOR SHALL CONTACT THE SBCC'S CUSTODIAN OF PUBLIC RECORDS AT 900 WALNUT STREET, GREEN COVE SPRINGS, FLORIDA 32043, OR AT 904-336-6500, OR AT: [PRR@myoneclay.net](mailto:PRR@myoneclay.net)

25. **Government Funding:** Funding for this Agreement may be provided in whole or in part by one or more Government funding agencies (Federal, State, Local). As a result, CONTRACTOR shall comply with applicable Laws, Regulations, Executive Orders, and Governmental Agency Rules and Policies included but not limited to Florida Department of Education (DMS, SREF); Florida Statutes Chapter 287, 489; Code of Federal Regulations Titles: 2 – Grants and Agreements (2 C.F.R. §200), Title 7 – Agriculture (NSLP), Title 34 – Education (EDGAR, FERPA), Title 44 – Emergency Management and Assistance (FEMA); U.S. Code Titles: 20, 31, 40, 4.

To the extent that the SBCC is using Government Funds as a source of payment for this Agreement, CONTRACTOR shall execute and deliver to the SBCC the following forms, attached hereto as Exhibit # 2: (a) EDGAR Certification; (b) Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion; (c) Drug-Free Workplace Certification; (d) Non-Collusion Affidavit; and (e) Disclosure of Potential Conflict of Interest.

SBCC'S Representative with CONTRACTOR is: Melanie Sanders

School/Department Name: Director - ESE Department

Mailing Address: 23 South Green Street, Green Cove Springs, FL 32043

Phone #: 904-336-6866

Email Address: melanie.sanders@myoneclay.net

**Accepted and Agreed to:**

**SCHOOL BOARD OF CLAY COUNTY**

By: \_\_\_\_\_

Print Name: Mary Bolla

Title: Board Chair

Date: \_\_\_\_\_

**CONTRACTOR**

By: 

Print Name: John Gumpert

Title: Special Education Coordinator

Date: 5/19/2021

## Attachment A

### SCOPE OF SERVICES AND/OR PRODUCTS

1. **Description of Services and/or Products** (If sufficient space is not available on Attachment A, CONTRACTOR may provide information and append it to the Agreement as Attachment A-1, Attachment A-2, etc)

See Attached Exhibit # **3**

DRAFT

2. **Term:**

The term of this Agreement shall commence on July 1, 2021 and continue until June 30, 2022, unless earlier terminated as set forth in Agreement.

3. **Fee:**

The CONTRACTOR shall provide services and/or products described in Attachment A, at the rate of \$ 70.00 p/Hour (Hour Rate (cost per hour) / Fixed Fee (includes direct and indirect costs) / Flat Rate (cost for scope of work) / etc). The total compensation under this agreement shall not exceed \$ 500,000.00.



## NOTIFICATION DOCUMENT

### **Waiver Requires Signature At Time Of Entrance On SBCC Property**

**Masks are Mandatory and a signed COVID-19 Waiver will be required by all Vendors, Visitors, Volunteers, Non-Employees, ETC. conducting business on our property.**

#### **COVID-19 WAIVER**

### **SCHOOL BOARD OF CLAY COUNTY, FLORIDA**

### **RELEASE OF LIABILITY AND ASSUMPTION OF RISK RE: COVID 19 INFECTION**

In consideration of being allowed to participate in any way in any activity which takes place on Clay County School District ("CCSD") property (facilities or grounds) I, the undersigned vendor, volunteer, parent, or legal guardian, acknowledge, understand, and agree that by participating in events and activities at Clay County School District facilities/property: (1) there are certain risks to me and my child(ren) arising from or related to possible exposure to communicable diseases including, but not limited to, COVID-19, the virus "severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2)", which is responsible for the Coronavirus Disease (also known as COVID-19) and/or any mutation or variation thereof (collectively referred to as "Communicable Diseases"); (2) I am fully aware of the hazards associated with such Communicable Diseases and; (3) I knowingly and voluntarily assume full responsibility for any and all risk of personal injury or other loss that I may sustain in connection with such Communicable Diseases, and; (4) I, for myself or for my minor child(ren) or ward(s), and on behalf of my/our heirs, assigns, beneficiaries, executors, administrators, personal representatives, and next of kin, HEREBY EXPRESSLY RELEASE, HOLD HARMLESS, AND FOREVER DISCHARGE CLAY COUNTY SCHOOL BOARD ("The District") and its officers, officials, agents, representatives, employees, other participants, sponsors, advertisers, and, if applicable, owners and lessors of premises upon which CCSD related events and activities take place (the "Released Parties"), from any and all claims, demands, suits, causes of action, losses, and liability of any kind whatsoever, whether in law or equity, arising out of or related to any ILLNESS, INJURY, DISABILITY, DEATH, OR OTHER DAMAGES incurred due to or in connection with any Communicable Diseases, WHETHER ARISING FROM THE NEGLIGENCE OF THE RELEASED PARTIES OR OTHERWISE, to the fullest extent permitted by law.

I agree that this Agreement is intended to be as broad and inclusive as is permitted by the laws of the State of Florida, and if any portion hereof is held invalid, it is agreed that the remainder shall continue in full legal force and effect.

I certify that I am the legal parent/guardian of the MINOR CHILDREN listed below, and that I HAVE READ AND UNDERSTAND THE FOREGOING RELEASE and affirm that I, on behalf of myself and my minor child(ren), do consent and agree to the complete, total and unequivocal release of all the Released Parties as provided above.

**I HAVE READ THIS RELEASE OF LIABILITY AND ASSUMPTION OF RISK AGREEMENT, FULLY UNDERSTAND ITS TERMS, UNDERSTAND THAT I HAVE GIVEN UP SUBSTANTIAL RIGHTS BY SIGNING IT, AND SIGN IT FREELY AND VOLUNTARILY WITHOUT ANY INDUCEMENT.**

Waiver Requires Signature At Time Of Entrance On SBCC Property

5/19/2021

Participant/Vendor/Volunteer/Parent Signature

Date

John Gumpert

Printed Name

Name of each minor child for whom this Release applies, if applicable:

\_\_\_\_\_  
\_\_\_\_\_

## Exhibit # 1

### WORKERS COMPENSATION ACKNOWLEDGEMENT FORM (WCAF)

The undersigned Contractor/Vendor ("Contractor") represents and acknowledges that it is an independent contractor and is not provided coverage under any self-insured workers compensation program of the School Board of Clay County, Florida (the "Board" or "District"), any primary workers compensation insurance policy purchased by or on behalf of the District, any excess workers compensation insurance purchased by or on behalf of the District, any risk sharing arrangement, risk sharing pool, or any state reimbursement fund for workers compensation payments made by the District, based on the following understandings and representations by the Contractor:

1. Contractor is not an "Employee" as defined under Chapter 440 of the Florida Statutes. The Parties agree that Chapter 440 describes remedies for employers and employees in place of Florida common law and limits the rights of independent contractors like the undersigned.
2. Contractor maintains a separate business with its own work equipment, material, and accommodations.
3. Contractor has a different federal employer identification number than the District or is a sole proprietor who is not required to obtain a federal employer identification number under state or federal regulations.
4. Contractor receives compensation for services rendered or work performed, and such compensation is paid to a business rather than to an individual.
5. Contractor maintains at least one bank account in the name of the Contractor or associated persons or entities for the purposes of paying business expenses related to the services rendered or work performed for the District.
6. Contractor performs work or is able to perform work for entities other than the District at the Contractor's election without the necessity of completing an employment application or process.
7. Contractor either provides its own workers compensation coverage or has elected to be exempt from workers compensation coverage.
8. Contractor has provided proof of other insurance, including liability insurance, to the District in the amounts required by the District.
9. Contractor had an opportunity to review and consult with legal counsel regarding this document.
10. Contractor understands that the District is relying upon the truthfulness and accuracy of representations in this acknowledgement as a material basis for the District entering into the underlying agreement(s) with Contractor.

Name of Contractor/Vendor: EBS Healthcare Staffing Services

Signature of Authorized Representative: 

Printed Name of Authorized Representative: John Gumpert

Title of Authorized Representative: Special Ed. Coordinator

Date: 5/19/2021



## **Exhibit # 2 (a)**

### **EDGAR CERTIFICATIONS**

All purchases involving the expenditure of federal funds must be compliant with the Education Department General Administrative Regulations ("EDGAR"). The following certifications and provisions are required and apply when the School Board of Clay County, Florida ("SBCC" "School Board") expends federal funds for any purchase resulting from this procurement process. Pursuant to 2 C.F.R. § 200.326, all contracts, including small purchases, awarded by the District shall contain the procurement provisions of Appendix II to Part 200, as applicable.

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#### **REQUIRED CONTRACT PROVISIONS FOR NON-FEDERAL ENTITY CONTRACTS UNDER FEDERAL AWARDS APPENDIX II to C.F.R. PART 200**

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**(A) Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.**

Pursuant to Federal Rule (A) above, when School Board expends federal funds, School Board reserves all rights and privileges under the applicable laws and regulations with respect to this procurement in the event of breach of contract by either party.

**(B) All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.**

Pursuant to Federal Rule (B) above, for all contracts involving Federal funds in excess of \$10,000, School Board reserves the right to terminate the contract (i) for convenience, and/or (ii) for cause by issuing a certified notice to the vendor.

**(C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."**

Pursuant to Federal Rule (C) above, when School Board expends federal funds on any federally assisted construction contract, the equal opportunity clause is incorporated by reference herein.

**(D) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.**

Pursuant to Federal Rule (D) above, when School Board expends federal funds during the term of an award for all contracts and subgrants for construction or repair, Vendor will be in compliance with all applicable Davis-Bacon Act provisions.

**(E) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29**



## **EDGAR CERTIFICATIONS (continued)**

CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

Pursuant to Federal Rule (E) above, when federal funds are expended by School Board, Vendor certifies that Vendor will be in compliance with all applicable provisions of the Contract Work Hours and Safety Standards Act during the term of an award resulting from this procurement process.

**(F) Rights to Inventions Made Under a Contract or Agreement.** If the Federal award meets the definition of "funding agreement" under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

Pursuant to Federal Rule (F) above, when federal funds are expended by School Board, Vendor certifies that Vendor will be in compliance with all applicable provisions of Federal Rule (F) during the term of an award resulting from this procurement process.

**(G) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended** Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

Pursuant to Federal Rule (G) above, when federal funds are expended by School Board, Vendor certifies that Vendor will be in compliance with all applicable provisions of Federal Rule (G) during the term of an award resulting from this procurement process.

**(H) Energy Policy and Conservation Act (2 CFR §910.120, 10 CFR §600.236).** Vendor agrees to comply with the mandatory standards and policies relating to energy efficiency contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

Pursuant to Federal Rule (H) above, when federal funds are expended by School Board, Vendor certifies that Vendor will be in compliance with all applicable provisions of Federal Rule (H) during the term of an award resulting from this procurement process.

**(I) Debarment and Suspension (Executive Orders 12549 and 12689)—**A contract award (see 2 CFR 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

Pursuant to Federal Rule (I) above, when federal funds are expended by School Board, Vendor certifies that during the term of an award resulting from this procurement process, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

**(J) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—**Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

Pursuant to Federal Rule (J) above, Vendor certifies that it is in compliance with all applicable provisions of the Byrd Anti-Lobbying Amendment (31 U.S.C. 1352). The Vendor further certifies that: (1) No Federal appropriated funds have been

## **EDGAR CERTIFICATIONS (continued)**

paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement. (2) If any funds other than Federal appropriated funds have been paid to any person for influencing or attempting to influence an officer or employee of any agency, Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. (3) The undersigned shall require that the language of this certification be included in the award documents for all covered subawards in Federal funds at all appropriate tiers and that all subrecipients shall certify and disclose accordingly.

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## **RECORDS ACCESS AND RETENTION**

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**Records Access (34 CFR 80.36 (i)(10):** All vendors, contracts and subcontractors shall give access to the SBCC, the appropriate Federal agency, the Comptroller General of the United States, or any of their duly authorized representative to any books, documents, papers, and records of the vendor which are directly pertinent to this specific bid/contract for the purpose of making audit, examination, excerpts and transcriptions.

**Records Retention (2 C.F.R. § 200.333):** Financial records, supporting documents, statistical records and all other non-Federal entity records pertinent to a Federal award must be retained for a period of three (3) years from the date of submission of the final expenditure report or, for Federal awards that are renewed quarterly or annually, from the date of the submission of the quarterly or annual financial report, respectively, as reported to the Federal awarding agency or passthrough entity in the case of a subrecipient.

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## **RECOVERED MATERIALS**

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**Recovered Materials (2 CFR §200.322):** Contractor must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

**Vendor agrees to comply with all federal, state, and local laws, rules, regulations and ordinances, as applicable. It is further acknowledged that vendor certifies compliance with all provisions, laws, acts, regulations, etc. as specifically noted above.**

**Vendor's Name:** EBS Healthcare Staffing Services

**Signature of Authorized Representative:**



**Print Name of Authorized Representative:**

John Gumpert



## Exhibit # 2 (b)

### CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION - LOWER TIER COVERED TRANSACTIONS

*This certification is required by the Department of Education regulations implementing Executive Order 12549, Debarment and Suspension, 34 CFR Part 85, for all lower tier transactions meeting the threshold and tier requirements stated at Section 85.110.*

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Non-Procurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

#### **Instructions for Certification:**

1. The prospective lower tier participant certifies, by submission of this proposal that neither it nor its principals are:
  - a) presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency;
  - b) have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in performing a public (federal, state or local) transaction or contract under a public transaction; or for violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property;
  - c) are not presently indicted for or otherwise criminally or civilly charged by a government entity (federal, state or local) with commission of the offenses enumerated in this certification; or
  - d) have not within a three-year period preceding this application had one or more public transaction (federal, state or local) terminated for cause or default.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Name of Vendor: EBS Healthcare Staffing Services

John Gumpert

Printed Name

Signature: 

Special Ed. Coordinator

Title of Authorized Representative

Date: 5/19/21

**Exhibit # 2 (c)**

**DRUG-FREE WORKPLACE CERTIFICATION**

Preference shall be given to vendors/contractors certifying their compliance with a drug-free workplace in accordance with Section 287.087, Fla. Stat., as follows:

**IDENTICAL TIE BIDS** – A bid or contract received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedure for processing tie bids shall be followed if none of the tied vendors has a drug-free workplace program. To obtain such preference, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions what shall be taken against employee for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee shall abide by the terms of the statement and shall notify the employer of any conviction or plea of guilty or no contest to any violation of Chapter 893 or of any controlled substance laws of the United States or the State of Florida, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

I certify that this firm complies fully with the above requirements.

**CONTRACTOR NAME:** EBS Healthcare Staffing Services

**AUTHORIZED CONTACTOR REPRESENTATIVE SIGNATURE:**

John Gumpert  
(Printed Name)

  
(Signature)

Special Ed. Coordinator  
(Title)

5/19/21  
(Date)

**Exhibit # 2 (d)**

**NON-COLLUSION AFFIDAVIT**

STATE OF FLORIDA       )  
COUNTY OF CLAY       )

My name is (INSERT NAME John Gumpert). I hereby attest that I am authorized to execute this affidavit on behalf of my firm, its owners, directors, and officers. I have personal knowledge of the price(s), guarantees and the total financial commitment represented in the firm's offer and/or contract.


- 1) The firm's prices and amounts offered have been arrived at independently and without consultation, communication or agreement with any other contractor or respondent.
- 2) Neither the final nor approximate prices or amounts offered have been disclosed to any other firm or person who is a respondent or potential respondent, nor were they disclosed prior to opening of offers.
- 3) The offer from my firm is made in good faith and no attempt has been made to induce any firm or person to refrain from submitting an offer, or to submit an offer higher than our offer, or to submit any intentionally high or noncompetitive offer or other form of complementary offer.
- 4) (INSERT NAME OF COMPANY EBS Healthcare Staffing Services) its affiliates, subsidiaries, officers, directors, employees are not currently under investigation by any governmental agency and have not in the last three years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding, proposing or offering on any public contract, except as follows:

I attest that (INSERT NAME OF COMPANY EBS Healthcare Staffing Services) understands and acknowledges that the above representations are material and important, and will be relied on by the School Board of Clay County, Florida, in awarding the contract for which this offer is submitted. I understand and my firm understands that any misstatement of material representations herein stated shall be treated as intentional concealment of the true facts relating to submission of offers for this contract.

CONTRACTOR NAME: EBS Healthcare Staffing Services

AUTHORIZED CONTACTOR REPRESENTATIVE SIGNATURE:

John Gumpert  
(Printed Name)

  
(Signature)

Special Ed. Coordinator  
(Title)

5/19/21  
(Date)



**Exhibit # 2 (e)**

**DISCLOSURE OF POTENTIAL CONFLICT OF INTEREST AND  
CONFLICTING EMPLOYMENT OR CONTRACTUAL RELATIONSHIP**

Section 112.313 (3) and (7), Florida Statutes, sets forth restrictions on the ability of SBCC employees acting in a private capacity to rent, lease, or sell any realty, goods or services to SBCC. It also places restrictions on SBCC employees concerning outside employment or contractual relationships with any business entity which is doing business with SBCC.

Bidder must disclose in its Bid, the names of any employees who are employed by Bidder who are also an employees of SBCC. Persons identified below may have obligations and restrictions applicable to them under Chapter 112, Florida Statutes.

Name of Bidder's Employee	SBCC Title or Position of Bidder's Employee	SBCC Department/ School of Bidder's Employee
_____	_____	_____
_____	_____	_____
_____	_____	_____

**Check one of the following and sign:**

☒ I hereby affirm that there are no known persons employed by Bidder who are also an employee of SBCC.

☐ I hereby affirm that all known persons who are employed by Bidder who are also an employee of SBCC have been identified above.

  
\_\_\_\_\_  
Signature

EBS Healthcare Staffing Services  
\_\_\_\_\_  
Company Name



**EXHIBIT 3**

**SPEECH THERAPY SERVICES CONTRACT - 2020/2021**

**Qualifications**

Firms or individuals actually providing the services herein noted will hold valid Certification under Chapter 468, Part I, Florida Statutes or teacher certification in SLP. Personnel providing services under this contract must be knowledgeable of the purpose of SLP in public school setting and must be expert in screening, evaluating, and conducting therapy.

**Times & Dates**

**Contact Time With Children** - Student attendance hours, as set by the School Board of Clay County, Monday-Friday as per 2020-2021 school calendar shall be provided. Contact time shall include direct therapy, screening and evaluation, as authorized by the School Board of Clay County's Director of Exceptional Student Education. SLP's shall deliver services for a maximum of seven (7.0) hours per day, in keeping with the assigned school's teacher hours. Should a change from the assigned school's student attendance hours or teacher hours be necessary, a letter of request along with an approval letter from the principal should be sent to the Director of Exceptional Student Education for final approval. This approved change will then become an addendum to the contract. Up to one hour per day may be billed, per SLP, for onsite planning and paperwork. This one (1) hour per day shall be included within the maximum seven (7) hours/day billable. A minimum of five (5) hours of therapy must be conducted within a day for which this additional hour is billed. Please see the attached log (titled "School Board of Clay County Exceptional Student Education Contracted Speech Clinician's Log of Hours Worked") which shall be used to document hours worked. Lunch is not billable (30 minutes). Travel time between School sites during the school day is billable.

**Additional Time** - Staffing, consultation, parent conferences, Individual Educational Plan (IEP) Reviews, etc., on an as needed basis and as authorized by the Director and or Supervisor of Exceptional Student Education or designee. SLP shall work, under this contract, only on student attendance days and Planning Days during the school year as established on the school calendar. Inservice Days are not working days. Any other additional time needs to be preauthorized by the Director of Exceptional Student Education.

**Therapy Schedule** - The bidder must be able to provide comprehensive therapy as established by each student's Individual Educational Plan and per the therapy schedule established by the school(s) to which the SLP is assigned. SLP's employed under this contract shall be assigned to school(s) by the Director and or Supervisor of Exceptional Student Education after all regular hire employees have been placed. Changes can be made at the discretion of the Director of Exceptional Student Education who shall take into account the best interest of the schools and students. After preplanning, changes in school assignments shall be made only if there is no adverse effect on other school sites and if it is in the best interest of the school program and students during that school year. In addition, Contractor must be prepared to serve additional students upon referral from the School Board of Clay County's Director of Exceptional Student Education or designee.

**EXHIBIT 3**

**SPEECH THERAPY SERVICES CONTRACT - 2020/2021**

**Contractor's Responsibilities and Duties Include:**

1. Complete appropriate screening and/or evaluation of students referred to or being considered for dismissal from the Speech & Language Program, as authorized by the Director of Exceptional Student Education or designee.
2. Attend ESE staffing regarding SLP as assigned by Director of Exceptional Student Education or designee.
3. Maintain and review IEPs for students staffed into the SLP Program. Develop IEPs for new students as assigned by the Director of Exceptional Student Education or designee.
4. Provide therapy, classroom and/or home program and alternatives for students placed in the SLP program.
5. Provide consultation to parents, teachers and administrators in the area of SLP, as assigned by the Director of Exceptional Student Education or designee.
6. Complete all paperwork necessary for Medicaid claims and reimbursement.

**Contractor shall be required to furnish at no cost to the School Board of Clay County the following:**

1. All transportation and travel.
2. Any salary paid to a SLP providing services under this contract.
3. Evidence of the evaluation of the quality of screening, evaluation and therapy provided shall be available to the Director of Exceptional Student Education, upon request.
4. Use of SLP license for Medicaid filings and reimbursements.

**Location(s) of Delivery of Services**

1. On campuses of Clay County Schools, and private schools, as assigned by the Director of Exceptional Student Education or designee

and/or

2. In the homes of students registered in Clay County Schools authorized by the Director of Exceptional Student Education to receive SLP on a homebound basis.





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/01/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Robert McIntyre Insurance, Inc. 430 E. Lancaster Ave St. Davids, PA 19087	<b>CONTACT NAME:</b> Christine Fleming <b>PHONE (AC, No. Ext.):</b> (810) 887-5757 <b>FAX (AC, No.):</b> (810) 887-5801 <b>EMAIL:</b> CMF@RMIRM.com <b>ADDRESS:</b>
<b>INSURED</b> EBS Healthcare Services, Inc. 200 Skiles Boulevard West Chester, PA 19382	<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Philadelphia Indemnity Insurance Company <b>INSURER B:</b> Hartford Insurance Company of Midwest <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>

**COVERAGES** **CERTIFICATE NUMBER:** 2021 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

TYPE OF INSURANCE	POLICY NUMBER	POLICY EFF. DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> <b>"ABUSE / MOLESTATION (SAM)"</b> GENERAL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PER EVENT <input checked="" type="checkbox"/> LOC <input type="checkbox"/> OTHER	PHPK2151395	07/01/2020	07/01/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (EA occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 20,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMPIOP AGG \$ 3,000,000 EA CONDUCT/AGG \$ 1,000,000
<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	PHPK2151395	07/01/2020	07/01/2021	COMBINED SINGLE LIMIT (EA accident) \$ SEE BELOW BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ HIRED / NONOWNED \$ 1,000,000
<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000	PHUB728748	07/01/2020	07/01/2021	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000 SAM AGGREGATE \$ 1,000,000
<input checked="" type="checkbox"/> <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/OWNER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	39W8ZG1588	10/01/2020	10/01/2021	<input checked="" type="checkbox"/> PER STATUTE <input checked="" type="checkbox"/> OTHER STOPGAP/Mono E L EACH ACCIDENT \$ 1,000,000 E L DISEASE - EA EMPLOYEE \$ 1,000,000 E L DISEASE - POLICY LIMIT \$ 1,000,000
<input checked="" type="checkbox"/> <b>PROFESSIONAL LIABILITY</b> Claims-Made Form	PHPK2151395	07/01/2020	07/01/2021	EACH INCIDENT \$1,000,000 AGGREGATE \$3,000,000 RETRO DATE 7/1/2007

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

ADDITIONAL INSURED UNDER GENERAL LIABILITY WHEN REQUIRED BY WRITTEN CONTRACT OR AGREEMENT: Clay County Public School District

## CERTIFICATE HOLDER

## CANCELLATION

Clay County Public School District 800 Walnut Street Green Cove Springs FL 32043	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Christine Fleming</i>
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## School Board of Clay County

### August 5, 2021 - Regular School Board Meeting

#### Title

C13 - Alonzo Sign Language Interpreting - Independent Contractor Services Agreement 21/22

#### Description

The School Board of Clay County must provide interpreters to meet current student needs. Students who are deaf/hard of hearing are entitled, under the Individuals with Disabilities Act (IDEA), to district provided interpreters in order to participate successfully in their education. IDEA also requires school districts to arrange for an interpreter for parents who are hard of hearing or deaf to ensure they are afforded the opportunity to participate and understand the proceedings in IEP team meetings.

#### Gap Analysis

Alonzo Sign Language Interpreting provides educational interpreters to facilitate communication between students who are deaf or hard of hearing and others, including teachers, related service providers, and peers within the educational teacher/student dialogue, and relevant sound information in the mode of communication used by the student. Educational Interpreters also help ensure parents who are deaf or hard of hearing are afforded the opportunity to understand the proceedings in IEP team meetings. Interpreters are extremely difficult to hire directly as school board employees. Contracting with Alonzo Sign Language Interpreters ensures that the district meets the IDEA requirements of a free, appropriate public education (FAPE) for all students with disabilities.

#### Previous Outcomes

The district has contracted services with Alonzo Sign Language Interpreting for a number of students and parents who are deaf or hard of hearing since 2011. This organization provides exemplary service to the district.

#### Expected Outcomes

Educational Interpreters will help meet the unique needs of students who are deaf or hard of hearing by providing communication access which in turn will improve the student's cognitive, linguistic, social, and emotional development. The district will continue to contract with Alonzo Sign Language Interpreting for students and parents who are deaf or hard of hearing and require interpreting services in the educational environment.

#### Strategic Plan Goal

Goal 1: Develop Great Educators and Leaders

Strategy 1.3: Prepare all students to be full option graduates who are prepared for college, eligible to enlist in military services, or able to compete in the workforce.

#### Recommendation

The approval of the Independent Services Contract for the 2021-2022 with Alonzo Sign Language Interpreting, LLC.

#### Contact

Melanie Sanders, Director, ESE, 904-336-6866, Melanie.Sanders@myoneclay.net

Heather Teto, Chief of Elementary Education, 904-336-6906, Heather.Teto@myoneclay.net

#### Financial Impact

The projected cost of implementing this contractual agreement is about \$435,000.00. Funding Source 0100.5200.310.9005.0000

#### Review Comments

#### Attachments

📎 [210137 Alonzo Sign Language Interpreting.pdf](#)



**FOLLOW ALL PROCEDURES ON BACK OF THIS FORM**

Contract # 210137  
Number Assigned by Purchasing Dept.



# CONTRACT REVIEW

BOARD MEETING DATE:

WHEN BOARD APPROVAL IS REQUIRED DO  
NOT PLACE ITEM ON AGENDA UNTIL  
REVIEW IS COMPLETED

☐ Must Have Board Approval over \$100,000.00

Date Submitted: 6/14/2021

Name of Contract Initiator: Melanie Sanders

Telephone #: 336-6866

School/Dept Submitting Contract: CO/ESE

Cost Center # 9005

Vendor Name: Alonzo Sign Language Interpreting

Contract Title: Independent Contractor Services Agreement

Contract Type: New ☐ Renewal ☒ Amendment ☐ Extension ☐ Previous Year Contract # 210008

Contract Term: July 1, 2021 - June 30, 2022

Renewal Option(s): yearly

Contract Cost: \$440,000.00

☒ BUDGETED FUNDS – SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT

Funding Source: Budget Line # 0100.5200310.9005.0000

Funding Source: Budget Line # \_\_\_\_\_

☒ NO COST MASTER (COUNTY WIDE) CONTRACT - SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT

☐ INTERNAL ACCOUNT - IF FUNDED FROM SCHOOL IA FUNDS – SEND CONTRACT PACKAGE DIRECTLY TO SBAO

REQUIRED DOCUMENTS FOR CONTRACT REVIEW PACKAGE (when applicable):

\_\_\_\_ Completed Contract Review Form

\_\_\_\_ SBAO Template Contract or other Contract (NOT SIGNED by District / School)

\_\_\_\_ SIGNED Addendum A (if not an SBAO Template Contract)\*

*\*This Statement MUST BE included in the body of the Contract:*

*"The terms and conditions of Addendum A are hereby incorporated into this Agreement and the same shall govern and prevail over any conflicting terms and/or conditions herein stated."*

\_\_\_\_ Certificate of Insurance (COI) for General Liability & Workers' Compensation that meet these requirements:

*COI must list the School Board of Clay County, Florida as an Additional Insured and Certificate Holder. Insurer must be rated as A- or better.*

*General Liability = \$1,000,000 Each Occurrence & \$2,000,000 General Aggregate.*

*Auto Liability = \$1,000,000 Combined Single Limit (\$5,000,000 for Charter Buses).*

*Workers' Compensation = \$100,000 Minimum*

*[If exempt from Workers' Compensation Insurance, vendor/contractor must sign a Release and Hold Harmless Form. If not exempt, vendor/contractor must provide Workers' Compensation coverage].*

\_\_\_\_ State of Florida Workers Comp Exemption (<https://apps.fldfs.com/bocexempt/>) (If Applicable)

\_\_\_\_ COVID-19 Waiver (If Applicable)

\_\_\_\_ Release and Hold Harmless (If Applicable)

RECEIVED

JUN 15 2021

PURCHASING

RECEIVED  
6/22/2021  
SBAO

**\*\*AREA BELOW FOR DISTRICT PERSONNEL ONLY\*\***

CONTRACT REVIEWED BY:	COMMENTS BELOW BY REVIEWING DEPARTMENT
Purchasing Department <u>BTS</u>	<u>6A-1.012/1a Health Services</u>
Review Date <u>6/21/21</u>	<u>Same as last year using SBCC Template</u>
School Board Attorney	<u>Contract must go to Board (#)</u>
Review Date <u>6/30/21</u>	
Other Dept. as Necessary	
Review Date	
PENDING STATUS: <input type="checkbox"/> YES <input type="checkbox"/> NO	IF YES, HIGHLIGHTED COMMENTS ABOVE MUST BE CORRECTED BY INITIATOR
FINAL STATUS	<input checked="" type="checkbox"/> APPROVED DATE: <u>6/30/21</u>

# CONTRACT REVIEW PROCESS FOR "ALL" CONTRACTS

A contract is defined as an agreement between two or more parties that is intended to have legal effect. This may include MOUs, Interlocal Agreements, Service Agreements and Contracts. Contracts document the mutual understanding between the parties as to the terms and conditions of their agreement, contain mutual obligations, and clearly state the agreement's consideration. The term consideration includes the cost of the services and/or products to be provided by second party (vendor or service provider) and any non-monetary performance. No school, department, or other organizational unit has authority to contract in its own name. All Board contracts must be made in the legal name of the Board, "The School Board of Clay County, Florida". The School or Department may extend this name to include the school or department as follows, "The School Board of Clay County, Florida o/b/o \_\_\_\_\_ (insert the school or department name)" where o/b/o means "on behalf of".

**All contracts shall be reviewed and approved by the School Board Attorney and/or the Supervisor of Purchasing to ensure legality, compliance with Board policy, and to ensure the Board interests are protected before the authorized signatory may execute the contract.**

All contracts having a value of \$100,000 or more shall be authorized by the Board at a regular or special meeting and signed by the Board Chairman. All approved contracts having a value of less than \$100,000 may be executed by the Superintendent or appropriate District administrator based on the value of the contract.

1. All approved contracts having a value of \$50,000 or more, but less than \$100,000 shall be signed by the Superintendent, or the person who has been designated, in writing by the Superintendent, as the Superintendent's Designee at the time of the contract signing. All contracts executed pursuant to this subparagraph shall be reported to the School Board in a separate entry as part of the monthly financial report.
2. All approved contracts having a value of \$25,000 or more, but less than \$50,000, shall be signed by the Superintendent, or the Assistant Superintendent for Business Affairs.
3. All approved contracts having a value of less than \$25,000 and contracts of any value described in Board Authorized Contracts above that are exempt from the requirement for Board approval, may be signed by the Superintendent, or the Assistant Superintendent for their Division, or Chief Officers, or Directors, or Principals.
4. The Superintendent is authorized to approve contract amendments or change orders for the purchase of commodities and services up to the amount of ten (10) percent or \$50,000, whichever is less, of the original contract amount that was previously approved by the Board.

Employees who enter into agreements without authority may be personally liable for such agreements, whether oral or written.

**Step 1:** Contract Initiator and Vendor prepare draft contract  
(School Board Attorney Office (SBAO) Template Contracts available on SBAO webpage are strongly encouraged)

**Step 2:** Complete Contract Review Form, attach Required Documents to include the UNSIGNED Contract by the District / School.

**For Contracts using Budgeted Funds or For No Cost / Master (County Wide) Contracts:**  
Initiator submits Contract Review Package to Purchasing Department - See Step 3

**For Contracts using Internal Funds Individual to each School:**  
Initiator submits Contract Review Package direct to SBAO - See Step 4

**IMPORTANT**

**Step 3:** If Funded by Budgeted Funds, submit the Contract Review Package to the Purchasing Department. Purchasing will begin the contract review process and submit the contract to the SBAO for review. SBAO may reach out to Initiator and/or other Departments (Risk, IT,) with questions or concerns and will assist with contract revisions. SBAO will send the Contract Review Package back to the Purchasing Department for final processing and the return to Initiator.

Purchasing will log "District" Contracts (Cost/No Cost) on Contract Review Log and save copy of the Contract Review Package PLUS the Final Signed Contract you've return to Purchasing in the Contract Review Team Drive.

**Step 4:** If Funded by Internal Account (IA), submit the Contract Review Package directly to SBAO.  
Email: [contractreview@myoneclay.net](mailto:contractreview@myoneclay.net)  
The SBAO will begin the contract review process and return it directly to Initiator

**Step 5:** The Initiator is responsible for finalizing the Contract which includes:  
Addressing Comments/Revisions, Obtaining Required Signatures, Send District Final Signed Contract to Purchasing OR Retain Internal Accounts Final Signed Contract at School per School Board Record Policy.  
If there is a Cost associated with Contract, the Initiator must work with their Bookkeeper to finalize the Purchasing Process.  
Budgeted Funds require a District Purchase Order. Internal Accounts require an IA Purchase Order.

For assistance with legal-related matters, please visit the [School Board Attorney's Office \("SBAO"\) webpage](#) or call 904-336-6507  
For assistance with insurance-related matters, please visit the [Business Affairs - Risk Management webpage](#) or call 904-336-6745  
For assistance with District Purchasing, please visit the [Business Affairs - Purchasing webpage](#) or call 904-336-6736





## INDEPENDENT CONTRACTOR SERVICES AGREEMENT

This CONTRACTOR Services Agreement ("Agreement") is made as of the effective date set forth below, by and between the SCHOOL BOARD OF CLAY COUNTY, Florida (hereinafter referred to as "SBCC"), a body corporate pursuant to s. 1001.40, Florida Statute, whose principal place of business is 900 Walnut Street, Green Cove Springs, Florida 32043 and Alonzo Sign Language Interpreting (hereinafter referred to as "CONTRACTOR"), whose principal place of business is PO Box 351888, Palm Coast, FL 32135.

WHEREAS, the SBCC is engaged in the activity of providing educational opportunities to children; and

WHEREAS, CONTRACTOR has experience, skill, and expertise in delivering the services and/or products described in this Agreement; and

WHEREAS, the SBCC is interested in procuring the services and/or products of CONTRACTOR, as best fits the needs of the school district as determined by the SBCC; and

WHEREAS, CONTRACTOR desires to provide their services and/or products to the Clay Co School District (School locations Identified by ESE Dept.) School/Department,

NOW, THEREFORE, in consideration of the premises and of the mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties hereby agree as follows:

TO the SBCC described in Attachment A, "Scope of Services and/or Products," which is attached hereto and incorporated herein.

1. The Company, Vendor, Agency, or Consultant, of Contract for Goods and Services, hereafter collectively and individually referred to as the "Contractor".
2. CONTRACTOR represents that it is an independent contractor and that it requires that the SBCC treat it as such. CONTRACTOR agrees:
  - a. That it has no rights to any benefits extended by the SBCC to its employees [including without limitation, sick leave, vacation time, insurance coverage, etc.];
  - b. That it will not take a position contrary to their status as an independent contractor, and agrees to accept the responsibilities placed on independent contractors by federal and state law [accordingly, the SBCC will not make the deductions or contributions that an employer may be required to make with respect to its employees, and the undersigned will be responsible for all federal and state tax and fund obligations, including without limitation, income tax, Social Security, unemployment compensation, etc.];
  - c. CONTRACTOR agrees, as an independent contractor and not an employee of the SBCC, it is responsible for providing their own Worker's Compensation Insurance and social security/self-employment contributions.
3. CONTRACTOR acknowledges and accepts responsibility for all risks of injury and loss associated with the performance of this Agreement. In addition to any other statutory or common law obligation to indemnify and defend the SBCC, CONTRACTOR shall indemnify, defend, and hold harmless the SBCC, its officers, and employees from any claim, loss, damage, penalty, or liability arising from the negligent acts, omissions, misfeasance, malfeasance, or intentionally wrongful conduct of CONTRACTOR, its employees, or agents relating to the performance of duties imposed upon CONTRACTOR by this Agreement. Such indemnity shall not be limited by benefits payable by or for CONTRACTOR under worker's compensation, disability, or any other employee benefits or insurance programs or policies. Contractor shall timely provide to the SBCC written notice of any claim, complaint, or demand asserted against CONTRACTOR related to the performance of this Agreement. CONTRACTOR's obligations under this section shall survive the termination of this Agreement.

4. CONTRACTOR agrees to be bound by, and at its own expense comply with, all federal, state, and local laws, ordinances, and regulations applicable to the services. CONTRACTOR shall review and comply with the confidentiality requirements of federal and state law and the SBCC policy regarding access to and use of records.
5. Reservation of Sovereign Immunity: No provision or language in the underlying contract shall be construed or interpreted to increase the scope or dollar limit of the SBCC's liability beyond that which is set forth in Section 768.28 of the Florida Statutes. Nor shall any such language be construed or interpreted to waive the SBCC's sovereign immunity from suit, or to require the SBCC to indemnify CONTRACTOR or any other person, corporation or legal entity of any kind or nature whatsoever for injury or loss resulting from any acts or omissions other than those which arise from the actionable negligence of the SBCC. The SBCC expressly reserves all other protections and privileges related to its sovereign immunity.
6. CONTRACTOR will perform the services in a thorough, efficient, and professional manner, promptly and with due diligence and care, and in accordance with the best practices of the profession, utilizing qualified and suitable personnel, equipment and materials. CONTRACTOR warrants and represents to the SBCC that it possesses the expertise, capability, equipment and personnel to properly perform the services and that it is properly and legally licensed to perform the services. CONTRACTOR acknowledges that the SBCC is relying on the warranties and representations made by CONTRACTOR.
7. Method of Payment: Services and/or Products satisfactorily received shall be compensated in accordance with Attachment A and the following terms:
  - a. Procurement is performed in accordance with applicable law, State Board of Education Rules, Clay County School Board Policy and other applicable rules and regulations which govern. CONTRACTOR shall be paid in accordance with the Local Government Prompt Payment Act (218.70, et seq., Florida Statutes) upon submission of detailed invoices to the appropriate location listed on the District Purchase Order and/or the School Internal Account Purchase Order, and only after delivery and acceptance of the services and/or products provided.
  - b. Services and/or Products, as authorized by and listed in Attachment A, shall be compensated by Hour Rate (cost per hour) / Fixed Fee (*includes direct and indirect costs*) / Flat Rate (*cost for scope of work*) / etc.
  - c. Direct reimbursement for travel expenses, as authorized by and listed in Attachment A, shall be made in accordance with the requirements and rates found at F.S. 112.061 and any applicable SBCC policies.
  - d. Incurrence of other direct expenses, if any, must be pre-approved in writing by the SBCC.
  - e. Unless otherwise required by law, the SBCC's payment obligations (if any) arising from the underlying Agreement are contingent upon an annual appropriation by the School Board and the availability of funds to pay for the contracted services and/or products provided. If such funds are not appropriated for the underlying Agreement and results in its termination, such conditions/events shall not constitute a default by the SBCC.
8. The SBCC and CONTRACTOR have mutual rights to terminate this Agreement with or without cause and without penalty or further payment, at any time upon thirty (30) days written notice to the other party. However, if it is determined by the SBCC that the work is not being performed as agreed herein, CONTRACTOR shall be deemed to be in default, and the SBCC reserves the right to cancel this Agreement immediately.
9. Force Majeure: Neither party to this Agreement shall be liable for delays or failures in performance under this Agreement (other than obligations relating to payment, confidentiality, and protection of ownership and intellectual property rights) resulting from acts or events beyond the reasonable control of such party (a "Force Majeure Event"), including acts of war, terrorism, acts of God, earthquake, flood, embargo, riot, sabotage, labor dispute, wide spread outbreak of disease or pandemic, governmental act, failure of the internet, power failure, or energy, utility, or telecommunications interruptions, provided that the delayed party: (i) gives the other party prompt notice of such cause; and (ii) uses its reasonable commercial efforts to promptly correct such failure or delay in performance. In the event that a Force Majeure Event lasts for more than 90 days, and the party experiencing the initial delay cannot correct its failure or delay in performance during that period of time, despite using its reasonable commercial efforts to do so, the other party may terminate the affected portions of this Agreement.
10. This Agreement shall not be modified or amended except in writing, duly agreed to and executed by the parties.
11. CONTRACTOR shall not assign this Agreement in whole or in part, without the express written consent of the SBCC Purchasing Department.

12. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida and venue shall be in Clay County, Florida.
13. No other representations or promises shall be binding on the parties hereto except those representations or promises contained herein.
14. In the event that any part, term, or provision of this Agreement is, in a court of competent jurisdiction, found to be illegal or unenforceable, the validity of the remaining portions and provisions will not be affected, and the rights and obligations of the parties shall be construed and enforced as if this Agreement did not contain the particular part, term, or provision held to be so invalid.
15. Should any litigation be commenced in connection with this Agreement, the prevailing party shall be entitled to reasonable attorney fees and court costs.
16. The parties hereto represent that they have reviewed this Agreement and have sought legal advice concerning the legal significance and ramifications of this Agreement.
17. CONTRACTOR shall retain records associated with the services and/or products provided herein for a period of three years following final payment. CONTRACTOR shall, with reasonable notice, provide the SBCC access to these records during the above retention period.
18. Jessica Lunsford Act: SBCC is required to conduct background screening of CONTRACTOR (including its employees, agents, and sub-contractors) (go to [Clay County District Schools website](#) for fingerprinting procedures). CONTRACTOR represents and warrants to the SBCC that CONTRACTOR is familiar with Sections 1012.32, 1012.321, 1012.465, 1012.467, and 1012.468 of the Florida Statutes regarding background investigations. CONTRACTOR covenants to comply with all requirements of the above-cited statutes at CONTRACTOR's sole expense and shall provide the SBCC proof of such compliance upon request.

Certification: By executing this Agreement, CONTRACTOR swears and affirms under penalty of perjury that all of its employees, agents, and subcontractors will comply with these procedures, the requirements of the Jessica Lunsford Act, SBCC's finger printing procedures, and the laws of the State of Florida. Failure to comply with these procedures, the Act, SBCC's finger printing procedures, and the law of the State of Florida shall constitute a material breach of the Agreement, and SBCC may avail itself of all remedies pursuant to law. CONTRACTOR agrees to indemnify and hold harmless SBCC, its officers, employees, and agents, from and against any and all claims or causes of action, including without limitation those for personal injury, death, property damages, and attorney fees, arising out of or relating to CONTRACTOR's failure to comply with any of the above.

19. E-Verify: CONTRACTOR named herein, and its subcontractors, are required to register with and use the U.S. Department of Homeland Security's (DHS) E-Verify system to verify the work authorization status of all newly hired employees. By executing this Agreement, the CONTRACTOR certifies that it, and any sub-contractors with which it contracts, are registered with, and use, the E-Verify system for all newly hired employees, and acknowledges that it must obtain an affidavit from its subcontractors in accordance with Section 448.095(2)(b) Fla. Stat. that the subcontractor does not employ, contract with or subcontract with any unauthorized alien. The CONTRACTOR must maintain a copy of such affidavit for the duration of the Agreement. This section serves as notice to the CONTRACTOR that, pursuant to the terms of Section 448.095(2)(c) 1 and 2, Florida Statutes, the SBCC shall terminate this Agreement if it has a good faith belief that the CONTRACTOR has knowingly violated Section 448.09(1), F.S.. If the SBCC has a good faith belief that the subcontractor, without the knowledge of the CONTRACTOR, has knowingly violated Section 448.09(1) or 448.095(2), F.S., the SBCC shall notify the CONTRACTOR and order the CONTRACTOR to immediately terminate the contract with the subcontractor. If the SBCC terminates an Agreement with a CONTRACTOR pursuant to sec. 448.095(2)(c), F.S., the CONTRACTOR will not be awarded a public contract for at least one year after the date of such termination.
20. The CONTRACTOR certifies that CONTRACTOR is in compliance with the requirements of law regarding equal employment opportunity for all persons without regard to age, race, color, religion, sex, national origin, or disability and is not on the Discriminatory Vendor List pursuant to Florida Statute 287.134.



21. CONTRACTOR shall, at CONTRACTOR's sole expense, procure and maintain during the term of this Agreement, at least the following minimum insurance coverage, which shall not limit the liability of CONTRACTOR:

<u>General Liability Policy:</u>	<u>Auto Liability Policy:</u>	<u>Worker's Compensation Policy:</u>
\$1,000,000.00 per occurrence	\$1,000,000.00 combined single limit	\$100,000
\$2,000,000.00 aggregate	\$5,000,000.00 (if charter or common carrier)	*Exempt, need signed WCAF

*\*If the CONTRACTOR is exempt from Worker's Compensation insurance obligations, the CONTRACTOR must sign the Worker's Compensation Acknowledgment Form (WCAF) attached hereto as Exhibit # 1.*

All policies of insurance shall be rated "A-" or better by the most recently published A.M. Best Rating Guide and shall be subject to the SBCC approval as to form and issuing company. The SBCC shall be named as certificate holder and as an *additional insured* in the comprehensive general (including property damage) liability policy within five (5) days after execution of this Agreement. CONTRACTOR shall furnish the SBCC's Representative copies of insurance certificates evidencing that it maintains at least the insurance coverage required hereunder, and which contain the following or equivalent clause: *"Before any reduction, cancellation, modification or expiration of the insurance policy, thirty (30) days prior written notice thereof shall be given to the SBCC."* CONTRACTOR is NOT authorized to proceed with the services until all the insurance certificates have been received and accepted.

Receipt of certificates or other documentation of insurance or policies or copies of policies by the SBCC, or by any of its representatives, which indicate less coverage than required does not constitute a waiver of CONTRACTOR's obligation to fulfill the insurance requirements herein.

22. CONTRACTOR shall not solicit or accept brokerage or any other fees or remuneration from any provider of the SBCC insurance program.
23. CONTRACTOR recognizes and acknowledges that by virtue of entering into this Agreement and providing services hereunder, CONTRACTOR, its agents, employees, officers, and subcontractors may have access to certain confidential information and processes, including confidential student information, personal health information, financial records, and access to the SBCC networks (hereinafter "Confidential Information"). CONTRACTOR agrees that neither it nor any CONTRACTOR agent, employee officer, or subcontractor will at any time, either during or subsequent to the term of this Agreement, disclose to any third party, except where permitted or required by law or where such disclosure is expressly approved by the SBCC in writing, any Confidential Information. In addition, following expiration of said Agreement, CONTRACTOR, its agents, employees, officers, and subcontractors shall either destroy or return to the SBCC all Confidential Information. With 72-hours written notification, the SBCC reserves the right to determine whether or not Confidential Information has been destroyed and such confirmation may include inspecting the CONTRACTOR's facilities and equipment. CONTRACTOR understands and agrees that it is subject to all federal and state laws and SBCC rules relating to the confidentiality of student information. Contractor further agrees to comply with the Family Educational Rights and Privacy Act ("FERPA") 34 C.F.R. § 99. Contractor shall regard all student information as confidential and will not disclose personally-identifiable student records or information to any third party without appropriate legal authorization. Access to SBCC data or networks shall require a SBCC Data-Sharing and Usage Agreement and shall only be authorized by the SBCC IT Department.
24. CONTRACTOR is required to comply with the Florida Public Records Law, Chapter 119, Florida Statutes, in the performance of CONTRACTOR's duties under this Agreement, and will specifically:
- Keep, maintain, and produce upon request and within a reasonable period of time all data created or collected in the performance of its duties under this Agreement ("Agreement Data") which come within the definition of a "public record" under Chapter 119.
  - Provide to the SBCC, upon its request and free of charge, a copy of each record which CONTRACTOR seeks to produce in response to a public records request.
  - Ensure all Agreement Data considered exempt under Chapter 119 are not disclosed except as authorized by law.
  - Upon completion of its obligations under the Agreement, transfer to the SBCC, at no cost, all Agreement Data in CONTRACTOR's possession or otherwise keep and maintain such data/records as required by law. All records transmitted to the SBCC must be provided in a format that is compatible the SBCC's information technology systems.
  - The SBCC is authorized to collect, use or release social security numbers (SSN) of CONTRACTOR and their

employees for the following purposes, which are noted as either required or authorized by law to be collected. The collection of social security numbers is either specifically authorized by law or imperative for the performance of the District's duties and responsibilities as prescribed by law (Sections 119.07(5)(a)2 and 3, Florida Statutes):

- a) Criminal history and criminal background checks/Identifiers for processing fingerprints by Department of Law Enforcement, if SSN is available [Required by Fla. Admin. Code 11 C-6.003 and Fla. Stat. § 119.07(5)(a)6]
- b) CONTRACTOR that District reasonably believes would receive a 1099 form if a tax identification number is not provided including for IRS form W-9 [Required by 26 C.F.R. § 31.3406-0, 26 C.F.R. § 301.61091, and Fla. Stat. § 119.07(5)(a)2 and 6]

CONTRACTOR's failure to comply with the provisions set forth in this section shall constitute a default and material breach of this Agreement, which may result in termination by the SBCC without penalty.

IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, OR CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTRACTOR SHALL CONTACT THE SBCC'S CUSTODIAN OF PUBLIC RECORDS AT 900 WALNUT STREET, GREEN COVE SPRINGS, FLORIDA 32043, OR AT 904-336-6500, OR AT: [PRR@myoneclay.net](mailto:PRR@myoneclay.net)

25. **Government Funding:** Funding for this Agreement may be provided in whole or in part by one or more Government funding agencies (Federal, State, Local). As a result, CONTRACTOR shall comply with applicable Laws, Regulations, Executive Orders, and Governmental Agency Rules and Policies included but not limited to Florida Department of Education (DMS, SREF); Florida Statutes Chapter 287, 489; Code of Federal Regulations Titles: 2 – Grants and Agreements (2 C.F.R. §200), Title 7 – Agriculture (NSLP), Title 34 – Education (EDGAR, FERPA), Title 44 – Emergency Management and Assistance (FEMA); U.S. Code Titles: 20, 31, 40, 4.

To the extent that the SBCC is using Government Funds as a source of payment for this Agreement, CONTRACTOR shall execute and deliver to the SBCC the following forms, attached hereto as Exhibit # 2: (a) EDGAR Certification; (b) Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion; (c) Drug-Free Workplace Certification; (d) Non-Collusion Affidavit; and (e) Disclosure of Potential Conflict of Interest.

SBCC'S Representative with CONTRACTOR is: Melanie Sanders

School/Department Name: Director - ESE Dept

Mailing Address: 23 South Green Street, Green Cove Springs, FL 32043

Phone #: 904-336-6866 Email Address: melanie.sanders@myoneclay.net

### Accepted and Agreed to:

#### SCHOOL BOARD OF CLAY COUNTY

By: \_\_\_\_\_

Print Name: Mary Bolla

Title: Board Chair

Date: \_\_\_\_\_

#### CONTRACTOR

By: 

Print Name: Wayne Alonzo

Title: Owner

Date: 5/19/2021

## Attachment A

### SCOPE OF SERVICES AND/OR PRODUCTS

1. **Description of Services and/or Products** (If sufficient space is not available on Attachment A, CONTRACTOR may provide information and append it to the Agreement as Attachment A-1, Attachment A-2, etc)

Interpreting services to eligible ESE students, as determined by the Individual Education Plan (IEP) and to parents who require such a mode of communication.

Rates remain at \$38.00 or \$40.00 per hour for intermittent/substitute service, portal to portal for interpreters traveling outside their county. Travel time is to be billed to closest quarter hour. Travel time will be capped at one hour per interpreter. The School Board agrees to notify Contractor at least twenty-four (24) hours in advance of cancellation (including student absence). The School Board agrees to pay a four (4) hour minimum for all events in which notice is provided less than twenty-four (24) hours in advance.

2. **Term:**

The term of this Agreement shall commence on July 1, 2021 and continue until June 30, 2022, unless earlier terminated as set forth in Agreement.

3. **Fee:**

The CONTRACTOR shall provide services and/or products described in Attachment A, at the rate of \$ 38.00 - \$40.00 p/hour (Hour Rate (cost per hour) / Fixed Fee (includes direct and indirect costs) / Flat Rate (cost for scope of work) / etc). The total compensation under this agreement shall not exceed \$ 440,000.00.



## NOTIFICATION DOCUMENT

### **Waiver Requires Signature At Time Of Entrance On SBCC Property**

**Masks are Mandatory and a signed COVID-19 Waiver will be required by all Vendors, Visitors, Volunteers, Non-Employees, ETC. conducting business on our property.**

#### COVID-19 WAIVER

### SCHOOL BOARD OF CLAY COUNTY, FLORIDA

### RELEASE OF LIABILITY AND ASSUMPTION OF RISK RE: COVID 19 INFECTION

In consideration of being allowed to participate in any way in any activity which takes place on Clay County School District ("CCSD") property (facilities or grounds) I, the undersigned vendor, volunteer, parent, or legal guardian, acknowledge, understand, and agree that by participating in events and activities at Clay County School District facilities/property: (1) there are certain risks to me and my child(ren) arising from or related to possible exposure to communicable diseases including, but not limited to, COVID-19, the virus "severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2)", which is responsible for the Coronavirus Disease (also known as COVID-19) and/or any mutation or variation thereof (collectively referred to as "Communicable Diseases"); (2) I am fully aware of the hazards associated with such Communicable Diseases and; (3) I knowingly and voluntarily assume full responsibility for any and all risk of personal injury or other loss that I may sustain in connection with such Communicable Diseases, and; (4) I, for myself or for my minor child(ren) or ward(s), and on behalf of my/our heirs, assigns, beneficiaries, executors, administrators, personal representatives, and next of kin, HEREBY EXPRESSLY RELEASE, HOLD HARMLESS, AND FOREVER DISCHARGE CLAY COUNTY SCHOOL BOARD ("The District") and its officers, officials, agents, representatives, employees, other participants, sponsors, advertisers, and, if applicable, owners and lessors of premises upon which CCSD related events and activities take place (the "Released Parties"), from any and all claims, demands, suits, causes of action, losses, and liability of any kind whatsoever, whether in law or equity, arising out of or related to any ILLNESS, INJURY, DISABILITY, DEATH, OR OTHER DAMAGES incurred due to or in connection with any Communicable Diseases, WHETHER ARISING FROM THE NEGLIGENCE OF THE RELEASED PARTIES OR OTHERWISE, to the fullest extent permitted by law.

I agree that this Agreement is intended to be as broad and inclusive as is permitted by the laws of the State of Florida, and if any portion hereof is held invalid, it is agreed that the remainder shall continue in full legal force and effect.

I certify that I am the legal parent/guardian of the MINOR CHILDREN listed below, and that I HAVE READ AND UNDERSTAND THE FOREGOING RELEASE and affirm that I, on behalf of myself and my minor child(ren), do consent and agree to the complete, total and unequivocal release of all the Released Parties as provided above.

**I HAVE READ THIS RELEASE OF LIABILITY AND ASSUMPTION OF RISK AGREEMENT, FULLY UNDERSTAND ITS TERMS, UNDERSTAND THAT I HAVE GIVEN UP SUBSTANTIAL RIGHTS BY SIGNING IT, AND SIGN IT FREELY AND VOLUNTARILY WITHOUT ANY INDUCEMENT.**

Waiver Requires Signature At Time Of Entrance On SBCC Property

5/19/2021  
Date

Participant/Vendor/Volunteer/Parent Signature

Wayne A. Alonso  
Printed Name

Name of each minor child for whom this Release applies, if applicable: \_\_\_\_\_

## Exhibit # 1

### WORKERS COMPENSATION ACKNOWLEDGEMENT FORM (WCAF)

The undersigned Contractor/Vendor ("Contractor") represents and acknowledges that it is an independent contractor and is not provided coverage under any self-insured workers compensation program of the School Board of Clay County, Florida (the "Board" or "District"), any primary workers compensation insurance policy purchased by or on behalf of the District, any excess workers compensation insurance purchased by or on behalf of the District, any risk sharing arrangement, risk sharing pool, or any state reimbursement fund for workers compensation payments made by the District, based on the following understandings and representations by the Contractor:

1. Contractor is not an "Employee" as defined under Chapter 440 of the Florida Statutes. The Parties agree that Chapter 440 describes remedies for employers and employees in place of Florida common law and limits the rights of independent contractors like the undersigned.
2. Contractor maintains a separate business with its own work equipment, material, and accommodations.
3. Contractor has a different federal employer identification number than the District or is a sole proprietor who is not required to obtain a federal employer identification number under state or federal regulations.
4. Contractor receives compensation for services rendered or work performed, and such compensation is paid to a business rather than to an individual.
5. Contractor maintains at least one bank account in the name of the Contractor or associated persons or entities for the purposes of paying business expenses related to the services rendered or work performed for the District.
6. Contractor performs work or is able to perform work for entities other than the District at the Contractor's election without the necessity of completing an employment application or process.
7. Contractor either provides its own workers compensation coverage or has elected to be exempt from workers compensation coverage.
8. Contractor has provided proof of other insurance, including liability insurance, to the District in the amounts required by the District.
9. Contractor had an opportunity to review and consult with legal counsel regarding this document.
10. Contractor understands that the District is relying upon the truthfulness and accuracy of representations in this acknowledgement as a material basis for the District entering into the underlying agreement(s) with Contractor.

Name of Contractor/Vendor: Alonzo Sign Language Interpreting

Signature of Authorized Representative: 

Printed Name of Authorized Representative: Wayne Alonzo

Title of Authorized Representative: Owner

Date: 5/19/2021



## Exhibit # 2 (a)

### EDGAR CERTIFICATIONS

All purchases involving the expenditure of federal funds must be compliant with the Education Department General Administrative Regulations ("EDGAR"). The following certifications and provisions are required and apply when the School Board of Clay County, Florida ("SBCC" "School Board") expends federal funds for any purchase resulting from this procurement process. Pursuant to 2 C.F.R. § 200.326, all contracts, including small purchases, awarded by the District shall contain the procurement provisions of Appendix II to Part 200, as applicable.

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#### **REQUIRED CONTRACT PROVISIONS FOR NON-FEDERAL ENTITY CONTRACTS UNDER FEDERAL AWARDS APPENDIX II to C.F.R. PART 200**

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(A) Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

Pursuant to Federal Rule (A) above, when School Board expends federal funds, School Board reserves all rights and privileges under the applicable laws and regulations with respect to this procurement in the event of breach of contract by either party.

(B) All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.

Pursuant to Federal Rule (B) above, for all contracts involving Federal funds in excess of \$10,000, School Board reserves the right to terminate the contract (i) for convenience, and/or (ii) for cause by issuing a certified notice to the vendor.

(C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1984-1985 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

Pursuant to Federal Rule (C) above, when School Board expends federal funds on any federally assisted construction contract, the equal opportunity clause is incorporated by reference herein.

(D) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3146), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

Pursuant to Federal Rule (D) above, when School Board expends federal funds during the term of an award for all contracts and subgrants for construction or repair, Vendor will be in compliance with all applicable Davis-Bacon Act provisions.

(E) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29

## **EDGAR CERTIFICATIONS (continued)**

**CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.**

Pursuant to Federal Rule (E) above, when federal funds are expended by School Board, Vendor certifies that Vendor will be in compliance with all applicable provisions of the Contract Work Hours and Safety Standards Act during the term of an award resulting from this procurement process.

**(F) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of "funding agreement" under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.**

Pursuant to Federal Rule (F) above, when federal funds are expended by School Board, Vendor certifies that Vendor will be in compliance with all applicable provisions of Federal Rule (F) during the term of an award resulting from this procurement process.

**(G) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).**

Pursuant to Federal Rule (G) above, when federal funds are expended by School Board, Vendor certifies that Vendor will be in compliance with all applicable provisions of Federal Rule (G) during the term of an award resulting from this procurement process.

**(H) Energy Policy and Conservation Act (2 CFR §910.120, 10 CFR §600.236). Vendor agrees to comply with the mandatory standards and policies relating to energy efficiency contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.**

Pursuant to Federal Rule (H) above, when federal funds are expended by School Board, Vendor certifies that Vendor will be in compliance with all applicable provisions of Federal Rule (H) during the term of an award resulting from this procurement process.

**(I) Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.**

Pursuant to Federal Rule (I) above, when federal funds are expended by School Board, Vendor certifies that during the term of an award resulting from this procurement process, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

**(J) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.**

Pursuant to Federal Rule (J) above, Vendor certifies that it is in compliance with all applicable provisions of the Byrd Anti-Lobbying Amendment (31 U.S.C. 1352). The Vendor further certifies that: (1) No Federal appropriated funds have been



## **EDGAR CERTIFICATIONS (continued)**

paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement. (2) If any funds other than Federal appropriated funds have been paid to any person for influencing or attempting to influence an officer or employee of any agency, Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. (3) The undersigned shall require that the language of this certification be included in the award documents for all covered subawards in Federal funds at all appropriate tiers and that all subrecipients shall certify and disclose accordingly.

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### **RECORDS ACCESS AND RETENTION**

**Records Access (34 CFR 80.36 (l)(10):** All vendors, contracts and subcontractors shall give access to the SBCC, the appropriate Federal agency, the Comptroller General of the United States, or any of their duly authorized representative to any books, documents, papers, and records of the vendor which are directly pertinent to this specific bid/contract for the purpose of making audit, examination, excerpts and transcriptions.

**Records Retention (2 C.F.R. § 200.333):** Financial records, supporting documents, statistical records and all other non-Federal entity records pertinent to a Federal award must be retained for a period of three (3) years from the date of submission of the final expenditure report or, for Federal awards that are renewed quarterly or annually, from the date of the submission of the quarterly or annual financial report, respectively, as reported to the Federal awarding agency or passthrough entity in the case of a subrecipient.

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### **RECOVERED MATERIALS**

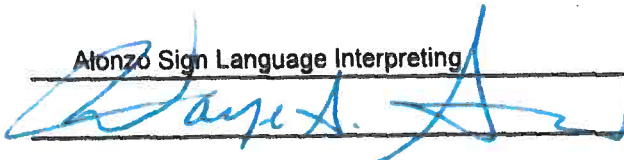
**Recovered Materials (2 CFR §200.322):** Contractor must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

Vendor agrees to comply with all federal, state, and local laws, rules, regulations and ordinances, as applicable. It is further acknowledged that vendor certifies compliance with all provisions, laws, acts, regulations, etc. as specifically noted above.

Vendor's Name:

Alonzo Sign Language Interpreting

Signature of Authorized Representative:



Print Name of Authorized Representative:

Wayne Alonzo

**Exhibit # 2 (b)**

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND  
VOLUNTARY EXCLUSION - LOWER TIER COVERED TRANSACTIONS**

*This certification is required by the Department of Education regulations implementing Executive Order 12549, Debarment and Suspension, 34 CFR Part 85, for all lower tier transactions meeting the threshold and tier requirements stated at Section 85.110.*

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Non-Procurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

**Instructions for Certification:**

1. The prospective lower tier participant certifies, by submission of this proposal that neither it nor its principals are:
  - a) presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency;
  - b) have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in performing a public (federal, state or local) transaction or contract under a public transaction; or for violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property;
  - c) are not presently indicted for or otherwise criminally or civilly charged by a government entity (federal, state or local) with commission of the offenses enumerated in this certification; or
  - d) have not within a three-year period preceding this application had one or more public transaction (federal, state or local) terminated for cause or default.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Name of Vendor: Alonzo Sign Language Interpreting

Wayne Alonzo  
Printed Name

Signature: 

Owner

Title of Authorized Representative

Date: 5/19/2021



**Exhibit # 2 (c)**

**DRUG-FREE WORKPLACE CERTIFICATION**

Preference shall be given to vendors/contractors certifying their compliance with a drug-free workplace in accordance with Section 287.087, Fla. Stat., as follows:

**IDENTICAL TIE BIDS** – A bid or contract received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedure for processing tie bids shall be followed if none of the tied vendors has a drug-free workplace program. To obtain such preference, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions what shall be taken against employee for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee shall abide by the terms of the statement and shall notify the employer of any conviction or plea of guilty or no contest to any violation of Chapter 893 or of any controlled substance laws of the United States or the State of Florida, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

I certify that this firm complies fully with the above requirements.

**CONTRACTOR NAME:** Alonzo Sign Language Interpreting

**AUTHORIZED CONTACTOR REPRESENTATIVE SIGNATURE:**

Wayne Alonzo  
(Printed Name)

Owner  
(Title)

  
(Signature)

5/19/2021  
(Date)

**Exhibit # 2 (d)**

**NON-COLLUSION AFFIDAVIT**

STATE OF FLORIDA       )  
COUNTY OF CLAY       )

My name is (INSERT NAME Wayne Alonzo). I hereby attest that I am authorized to execute this affidavit on behalf of my firm, its owners, directors, and officers. I have personal knowledge of the price(s), guarantees and the total financial commitment represented in the firm's offer and/or contract.

- 1) The firm's prices and amounts offered have been arrived at independently and without consultation, communication or agreement with any other contractor or respondent.
- 2) Neither the final nor approximate prices or amounts offered have been disclosed to any other firm or person who is a respondent or potential respondent, nor were they disclosed prior to opening of offers.
- 3) The offer from my firm is made in good faith and no attempt has been made to induce any firm or person to refrain from submitting an offer, or to submit an offer higher than our offer, or to submit any intentionally high or noncompetitive offer or other form of complementary offer.
- 4) (INSERT NAME OF COMPANY Alonzo Sign Lang Interpreting) its affiliates, subsidiaries, officers, directors, employees are not currently under investigation by any governmental agency and have not in the last three years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding, proposing or offering on any public contract, except as follows:

I attest that (INSERT NAME OF COMPANY Alonzo Sign Lang Interpreting) understands and acknowledges that the above representations are material and important, and will be relied on by the School Board of Clay County, Florida, in awarding the contract for which this offer is submitted. I understand and my firm understands that any misstatement of material representations herein stated shall be treated as intentional concealment of the true facts relating to submission of offers for this contract.

CONTRACTOR NAME: Alonzo Sign Language Interpreting

AUTHORIZED CONTACTOR REPRESENTATIVE SIGNATURE

Wayne Alonzo  
(Printed Name)

(Signature)

Owner  
(Title)

(Date)

5/19/2021

**Exhibit # 2 (e)**

**DISCLOSURE OF POTENTIAL CONFLICT OF INTEREST AND  
CONFLICTING EMPLOYMENT OR CONTRACTUAL RELATIONSHIP**

Section 112.313 (3) and (7), Florida Statutes, sets forth restrictions on the ability of SBCC employees acting in a private capacity to rent, lease, or sell any realty, goods or services to SBCC. It also places restrictions on SBCC employees concerning outside employment or contractual relationships with any business entity which is doing business with SBCC.

Bidder must disclose in its Bid, the names of any employees who are employed by Bidder who are also an employees of SBCC. Persons identified below may have obligations and restrictions applicable to them under Chapter 112, Florida Statutes.

Name of Bidder's Employee	SBCC Title or Position of Bidder's Employee	SBCC Department/ School of Bidder's Employee
_____	_____	_____
_____	_____	_____
_____	_____	_____

Check one of the following and sign:

☒ I hereby affirm that there are no known persons employed by Bidder who are also an employee of SBCC.

☐ I hereby affirm that all known persons who are employed by Bidder who are also an employee of SBCC have been identified above.

  
\_\_\_\_\_  
Signature

\_\_\_\_\_  
Alonzo Sign Language Interpreting  
Company Name

**APPLICANT WAIVER AGREEMENT**  
**AND STATEMENT**

For Criminal History Record Checks

This form shall be completed and signed by every applicant for non-criminal justice purposes.

I hereby authorize (enter Name of Non-Criminal Justice Agency) Clay County District Schools to submit a set of my fingerprints to the Florida Department of Law Enforcement (FDLE) for the purpose of accessing and reviewing Florida and national criminal history records that may pertain to me. I understand that I would be able to receive any national criminal history record that may pertain to me directly from the Federal Bureau of Investigation (FBI). Pursuant to Title 28, Code of Federal Regulations (CFR), Sections 16.30-16.34 and that I could then freely disclose any such information to whomever I chose.

I understand that, my fingerprints may be retained at FDLE and the FBI for the purpose of providing any subsequent arrest notifications, upon request you may provide me a copy of the criminal history record report if any, you receive on me and that I am entitled to challenge the accuracy and completeness of any information contained in any such report. I am aware that procedures for obtaining a change, correction, or updating of the FDLE or FBI criminal history are set forth in F.S. 943.066 and Title 28, CFR, Section 16.34. I may obtain a prompt determination as to the validity of my challenge before you make a final decision about my status as an employee, volunteer, contractor, or subcontractor.

Signature: [Signature]

Date: 5/19/2021

Printed Name: Wayne A. Novak

Date of Birth: 2/23/1966

Address: 23 Red Shore Ln., Palm Coast, FL 32137

ORIGINAL - MUST BE RETAINED BY NON-CRIMINAL  
JUSTICE AGENCY





JIMMY PATRONIS  
CHIEF FINANCIAL OFFICER

STATE OF FLORIDA  
DEPARTMENT OF FINANCIAL SERVICES  
DIVISION OF WORKERS' COMPENSATION

**\*\* CERTIFICATE OF ELECTION TO BE EXEMPT FROM FLORIDA WORKERS' COMPENSATION LAW \*\***

**NON-CONSTRUCTION INDUSTRY EXEMPTION**

This certifies that the individual listed below has elected to be exempt from Florida Workers' Compensation law.

**EFFECTIVE DATE:** 7/21/2021

**EXPIRATION DATE:** 7/21/2023

**PERSON:** WAYNE ALONZO

**EMAIL:** ALONZOSLI@GMAIL.COM

**FEIN:** 800236770

**BUSINESS NAME AND ADDRESS:**

ALONZO SIGN LANGUAGE INTERPRETING, LLC

P.O. BOX 351888

PALM COAST, FL 32135

**SCOPE OF BUSINESS OR TRADE:**

Salespersons or Collectors  
Outside

**IMPORTANT:** Pursuant to subsection 440.05(14), F.S., an officer of a corporation who elects exemption from this chapter by filing a certificate of election under this section may not recover benefits or compensation under this chapter. Pursuant to subsection 440.05(12), F.S., Certificates of election to be exempt issued under subsection (3) shall apply only to the corporate officer named on the notice of election to be exempt and apply only within the scope of the business or trade listed on the notice of election to be exempt. Pursuant to subsection 440.05(13), F.S., notices of election to be exempt and certificates of election to be exempt shall be subject to revocation if, at any time after the filing of the notice or the issuance of the certificate, the person named on the notice or certificate no longer meets the requirements of this section for issuance of a certificate. The department shall revoke a certificate at any time for failure of the person named on the certificate to meet the requirements of this section.

DFS-F2-DWC-252 CERTIFICATE OF ELECTION TO BE EXEMPT REVISED 08-13

E01349391

QUESTIONS? (850) 413-1609



ALONSIG-01

CTOUSE

## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

5/26/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER  
CH Insurance Brokerage Services Co., Inc.  
100 S. Salina St. Suite 370  
Syracuse, NY 13202

CONTACT **Caroline Touse**

NAME:

PHONE (A/C, No, Ext):

FAX (A/C, No):

E-MAIL ADDRESS: **CTouse@chinsurance.cc**

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: **Philadelphia Ind Ins Co** **A++**

18068

INSURED

Alonzo Sign Language Interpreting, LLC  
PO Box 351888  
Palm Coast, FL 32135-1888

INSURER B:

INSURER C:

INSURER D:

INSURER E:

INSURER F:

## COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

OVER LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVO	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO JECT <input type="checkbox"/> LOC OTHER:	X	PHPK2267939	7/1/2021	7/1/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRE AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		PHPK2267939	7/1/2021	7/1/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB EXCESS LIAB DEO RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ PER STATUTE OTH-ER
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/OWNER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A			E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liab.		PHPK2267939	7/1/2021	7/1/2022	Each Claim 1,000,000
A	Professional Liab.		PHPK2267939	7/1/2021	7/1/2022	Aggregate 3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
School Board of Clay County is Additional Insured.

## CERTIFICATE HOLDER

Additional Insured  
School Board of Clay County  
23 S. Green St.  
Green Cove Springs, FL 32043

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



## School Board of Clay County

### August 5, 2021 - Regular School Board Meeting

#### Title

C14 - Approval of Turnaround School Supplemental Service Allocation

#### Description

During the 2019 session, the Florida Legislature created a new categorical fund entitled the Turnaround School Supplement Services Allocation (TSSSA) for the purpose of providing supplemental services for schools that meet one of the following criteria for eligibility:

- A school that is implementing a district-managed turnaround plan.
- A school that has earned at least three consecutive grades below a "C".
- A school that has improved to a "C" or higher within the last two years and is no longer in turnaround status.

Examples of services that can be provided with this funding include tutoring and after-school programs, counseling services, parent support, or extended day and school year. Schools are also encouraged to seek models that encourage students to complete high school and pursue college or a career, set high academic expectations, and inspire character development. This funding can also be used for agreements with nonprofit providers to provide supplemental support for students.

The Florida Department of Education has established that the TSSSA plans must at a minimum address the following areas:

1. Establish comprehensive support services that develop family and community partnerships
2. Establish clearly defined and measurable high academic and character standards
3. Increase parental involvement and engagement in the child's education
4. Describe how instructional personnel will be identified, recruited, retained, and rewarded.
5. Provide professional development that focuses on academic rigor, direct instruction, and creating high academic and character standards
6. Provide focused instruction to improve student academic proficiency, which may include instructional time beyond the normal school day or year
7. Include a strategy for continuing to provide services after the school is no longer in turnaround status by achieving a "C" or higher (if applicable).

#### Gap Analysis

In the past, supplementary funds were provided for schools with "Turnaround" status, but those funds were removed once the school achieved a grade of "C". This new allocation provides continued funding for two additional years to assist with ongoing school success.

#### Previous Outcomes

This is a new categorical state allocation

#### Expected Outcomes

The district-approved TSSSA plan will be submitted to the Florida Department of Education and funds distributed according to the approved plan.

#### Strategic Plan Goal

Goal 1: Develop a High Quality & Aligned Instructional System

Strategy 1.1: Provide teachers and students with the tools and resources necessary to meet the demands of the Florida Standards and students' individual needs.

### **Recommendation**

1. That the Clay County School Board approve the District Turnaround School Supplemental Services Allocation Plan.
2. That the Clay County School Board authorize the Superintendent or designee to make technical amendments to the District Turnaround School Supplement Services Allocation Plan as requested by FDOE, including but not limited to amendments to funding sources so long as appropriated funds are available and the overall budget is not exceeded, and to report such amendments to the School Board.

### **Contact**

Roger Dailey, Chief Academic Officer, 904-336-6904, roger.dailey@myoneclay.net

Laura Fogarty, Director of Climate & Culture, 904-336-6513, laura.fogarty@myoneclay.net

### **Financial Impact**

The allocation is based on the unweighted FTE student enrollment at Charles E Bennett Elementary School and a per-FTE funding amount of \$500 or as provided by the General Appropriations Act. This year's preliminary allocation is set at \$293,550.00

### **Review Comments**

### **Attachments**

- 🔗 [TSSAS\\_2021-22\\_10-Clay\\_0071-Charles\\_E.\\_Bennett\\_Elementary\\_School.pdf](#)

# Charles E. Bennett Elementary School



# 2021-22 TSSSA Plan

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DRAFT

## Eligibility and Allocation

### Eligibility

Eligibility for 2021-22 TSSSA will be based on 2019 school grades and meeting one of the following criteria: a school implementing a turnaround plan or a turnaround school that has improved to a C or higher and has exited turnaround status within the last two years.

The preliminary allocation is based on a per-FTE funding amount of \$500 or as provided by the General Appropriations Act. Districts are required to complete a district-level plan. In addition, school-level plans are also required. The district and school level plans must be submitted to your school board for approval by August 1. The school board approved plan is due to the Bureau of School Improvement no later than September 1.

### Allocation

School ID	School Name	Implementing	Exited Year 1	Exited Year 2	Preliminary Allocation	Updated Allocation
0071	Charles E. Bennett Elementary School				\$293,550.00	

## Plan Assurances

### Family and Community Partnerships

Assure that the school will implement strategies to establish comprehensive support services that develop family and community partnerships.

YES

### Academic and Character Standards

Assure that the school will implement strategies to establish clearly defined and measurable high academic and character standards.

YES

### Parental Involvement

Assure that the school will implement strategies to increase parental involvement and engagement in the child's education.

YES

### Incentives for Instructional Personnel

Assure that the school will implement strategies to identify, recruit, retain, and reward instructional personnel.

YES

### Professional Development

Assure that the school will implement strategies to provide professional development that focuses on academic rigor, direct instruction, and creating high academic and character standards.

YES

### Focused Instruction

Assure that the school will implement strategies to provide focused instruction to improve student academic proficiency, which may include additional instruction time beyond the normal school day or school year.

YES

## Plan Items

### Family and Community Partnerships

Explain how the school will establish comprehensive support services that develop family and community partnerships.

School leaders will establish a school culture focused on student achievement and will engage families as partners in their children's learning. School leaders and teachers will be responsible for promoting a school culture that focuses on learning, and for engaging families in the school's efforts to improve student performance through:

- Providing tiered supports to ensure students come to school ready to learn by addressing behavioral issues, including on-task behavior during class, and the reinforcement of content at home.
- Tier II: Teachers, family members, and students work with the behavior support teacher to develop behavior plans or identify supplemental supports/interventions for identified students who have difficulty staying on task and/or are disruptive in the classroom.
  - Students identified as needing Tier II supports based on behavioral issues inside and outside the academic setting will receive additional support.
  - Teachers, family members, social worker and the behavior support teacher review both academic, attendance, and behavioral data to determine the root cause of misbehavior. Teachers, family members, and behavior support teacher work with students to develop plans to raise students' academic achievement and address behavioral issues at school and at home.
  - Teachers, family members, social worker and behavior support teacher monitor plans for impact and adjust as necessary.
  - Teachers collaborate with behavior support teacher regularly to discuss roadblocks and receive supports in enacting PBIS plans.
- Tier III: Teachers, students, and families collaborate with social worker and behavior support teacher to identify community resources to assist families in need of services and support.
  - Students identified as needing more intensive and targeted supports/interventions based on the results of previous Tier II interventions and supports beyond the school day.
  - Teachers, family members, social worker, and behavior support teacher review both academic and behavioral data to determine the root cause of off-task behavior with a plan to increase focused learning time and student outcomes.
  - Teachers, family members, social worker, and behavior support teacher monitor behavior plans for impact on learning and adjust as necessary.
- Develop a coherent strategy for teacher and family communication.



- Clarify and monitor expectations for teachers' communication with families.
  - Host parent nights to discuss student performance and attendance.
  - Core teachers reach out to the families of all their students at least once a month during the school year to discuss students' academic progress.
  - Core teachers hold at least one parent-teacher conference with all their students' families during each semester.
  - Social worker will conduct visits with families who are receptive to engaging with teachers outside the school setting.
  - All educators record written and oral communication with families in a log.
  - Building families' capacity to support students' academic progress using parent-centered programs such as Parent Resource Center, workshops, and events.
  - Communicate key priorities in the turnaround plan and school-wide focus areas to families in a clear, family-friendly way.
  - Educate families on grade-level expectations for rigor for their Family Resource Center manager students in reading and math, and what they can do at home to support those goals.
  - Educate families on school behavioral expectations and PBIS protocols and what they can do at home to support those expectations.
  - Provide translation into all languages spoken at home in all family communications.
  - Through the Family Resource Center:
    - Analyze school-level data from past events to identify successful strategies for engaging families.
    - Offer school-wide evening events that combine literacy, math and science development with engaging activities for children and families to learn together.
    - Hold school-wide evening events and workshops to help all families, with a focus on non-native English speakers, navigate the school system, understand how to interpret grades, FSA results and other data shared with students, and make the link between their child's elementary school experience and their goal to be prepared for college and careers.
    - Partner with local agencies to provide parenting workshops on such topics as discipline, nutrition, family recreation or communication.
- TSSA Funding Request:
- Behavior Support Teacher
  - Social Worker
  - Stipends for teachers to attend two evening data nights twice during the school year.
- \$6000.00  
(40 teachers 2 hours- 2 times per year \$35 per hour)

### Academic and Character Standards

Explain the strategies the school will implement to establish clearly defined and measurable high academic and character standards.

School leaders understand the importance of high expectations and promote positive relationships between staff/students and implement strategies to ensure that these elements are in place. The strategies that will be utilized to establish clearly defined and measurable high academic and character standards are set forth below:

Build a community of effective practice through leadership, shared responsibility, and professional collaboration:

- Providing a safe and respectful school climate that prioritizes student learning.
- Communicate key priorities in the turnaround plan and school-wide focus areas to students in a clear, student- and family-friendly way that ensures understanding of high expectations, academic goals, and how regular attendance and positive behavior can help everyone in the

school reach those goals.

- Improve Positive Behavior Support in order to establish a common purpose & approach to discipline, in order to create an environment where students can grow socially & academically.
  - Establishing a growth mindset. School leaders and teachers will work to create a sense of teamwork and cooperation using the 7 Mindsets program.
  - Raise expectations for rigor: School leadership will establish a clear definition of effective and rigorous instruction and hold all educators to the standard. This standard will be set through the educator evaluation system, as well as through research-based professional development on effective teaching. Similarly, there will be high-performance expectations for all of the district's staff.
  - Using common planning time to drive turnaround efforts: Common planning time will provide a specific time for teachers to work together in teams. School leaders will lead and facilitate the planning time, but gradually turned responsibility over to the teachers themselves, encouraging teams to develop their own agendas and pose problems of practice to solve.
  - Coaching Cycles: School leadership team in partnership with principal supervisor and instructional coaches will develop a systemic walkthrough and coaching cycle structure through which specific teachers and/or grade levels are identified for support. Support will be monitored for return on investment including feedback and follow-up observation of implementation using the coaching plan.
  - iReady Progress Monitoring: This resource is used to progress monitor standards mastery. In addition, the instructional program assists in meeting the diverse needs of students through individual instructional pathways.
- \*All students in grades K-6 will work in their individualized online path in Lexia 5 for an average of 30-45 minutes per week for reading instruction. K-6 teachers will utilize the Lexia data to form small groups targeted to student needs.
- All students in grades K-6 will work in their individualized online path in i-Ready for an average of 45 minutes per week for math instruction. K-6 teachers will utilize the iReady data and the Teacher Toolbox to form small groups targeted to student needs.
- Achieve 3000 will be used in grades 3-6 as a resource to monitor reading comprehension and standards mastery. Students will be taught on their instructional level and well as stretch article on are above grade level. Students will complete 2 articles per week with the expected grade of 150 Lexile per year.
  - Eureka Math: CEB is in the fourth year of implementation of the program and receives district support to provide teacher coaching to support implementation. District math specialists collaborate with instructional coaches and teachers to gather instructional data to make improvements to core math instruction.

TSSA Funding Request:

Stipends for teachers to collaboratively plan 60 minutes weekly after hours.

### Parental Involvement

Explain the strategies the school will implement to increase parental involvement and engagement in the child's education.

The school will make family and community engagement a priority by establishing the following six conditions for effective and sustainable outreach:

1. One or more staff members will coordinate family and community engagement activities;
2. A minimum of 2 social events will be planned throughout the year to engage families and community members;
3. Regular activities will be planned throughout the year to engage families and community members in planning for and collaborating in the implementation of academic and non-academic supports;

4. Staff members will routinely reach out and document on synergy to families to communicate information about their children's progress and needs;
5. Communications with families will be made available in multiple languages, as needed.

Strategies that will be implemented in partnership with the school, families, and the community that contribute to improved student achievement and higher performance for Charles E Bennett include, but not limited to:

- Inviting families to the school to observe how reading and writing skills are taught in the classroom.
- Hosting family literacy nights at school where students, families and community members work on fun literacy activities together.
- Inviting families to watch students perform Readers' Theatre, give brief book talks and talk about book projects, etc.
- Providing families with information about how their child is performing in reading and writing between report cards.
- Including articles on literacy topics in school and class newsletters.
- Hosting workshops at the school that help families learn various ways to help their children with literacy skills at home, including ways to read aloud.
- Using family and community members as reading partner volunteers and guest readers. High school students, college students, and senior citizens are often eager to serve as volunteers in these kinds of programs.
- Opening the school library and computer facilities for public use, in Parent Resource Center.
- Using home visits to target hard-to-reach families.
- Involving active families as volunteers to reach out to other families in the community.
- Setting up a community expo at the school for health and human service agencies.
- Mailing communications to families because some rural families may not have the internet or a telephone.
- Offer adult education opportunities at the school for the families of students and other families in the community.

TSSA expenses:

- Parent Workshops/Events 4,500

### Incentives for Instructional Personnel

Explain the strategies the school will implement to identify, recruit, retain, and reward instructional personnel.

As referenced in the **K-12 ESEA Common Program Guidance**, Recruitment, retention and reward incentives must be based on a three-year aggregate state value-added model (VAM) score. If state VAM is not available, another student growth model may be proposed. The student growth model must be fair and reliable. The LEA must submit the model demonstrating the classification and distribution of non-state VAM teacher scores for approval. Incentives can be part of a structured pay system or a Memorandum of Understanding (MOU); however, the above criteria shall apply. Incentives for attendance and non-instructional personnel are not allowable. Recruitment incentives for teachers with less than one year of experience or for hard to staff positions will be considered on a case by case basis.

In accordance with the allocation of UniSIG funds to incentivize teachers with proven records of success, eligible teachers will be considered for supplemental pay as follows:

- Eligible teachers are those who have earned a highly effective or effective rating based on the state's value-added model calculation (when aggregated over 3 years) and teach at a Title 1 school with a 2019 school grade of "D" or "F" as of August 30, 2019.

- Such teachers, who are rated highly effective in their VAM calculation, will receive up to a \$15,000 supplement, and those teachers rated effective in their VAM calculation will receive up to a \$7,500 supplement. Upon the release of VAM scores, all eligible teachers will be invited to apply for incentive pay, including teachers currently serving CEB, as well as teachers outside of CEB. Applications will be reviewed by the school administration and district staff, with the selection process to be completed no later than 1 week after the VAM score release. The following strategies will be implemented for increased teacher retention:
- Continuous professional development for all instructional personnel, including but not limited to curriculum, instructional best practices, assessment, differentiated instruction, technology, student engagement, social-emotional learning and parent participation.
- Provision of school-based and district leadership opportunities.
- Weekly collaborative structures for all instructional personnel, inclusive of communication professional development.
- Frequent teacher satisfaction surveys and round-table discussions focused on culture building and the continuous improvement of academic achievement for all.

#### TSSSA Requested Funding:

Retention Incentive for all full time certified staff who have remained at CEB Approx. \$500 per person 35 staff members

### Professional Development

Explain the strategies the school will implement to provide professional development that focuses on academic rigor, direct instruction, and creating high academic and character standards.

The school will focus heavily on professional development and coaching for teachers to ensure that they use evidence-based best practices to consistently provide instruction to students that promotes higher-order thinking and pushes students to meet grade-level standards. This will be accomplished through creating integrated teaming structures for collective inquiry. The school will utilize teaming structures that provide vertical and horizontal alignment of instructional practices and strategies, including job-embedded professional development. Within the teaming structures, the following strategies will be developed collectively:

- Refining lessons in reading, math, and science that are aligned with the Florida Standards/ BEST Standards through lesson studies.
- Providing professional development on implementing effective and rigorous instructional practices and strategies in Tiers I, II, and III; and holding teachers accountable for using the evidence-based practices they learn through PD in their classroom, including strategies for differentiating instruction for all students based on their individual needs.
- Further developing the school's K-2 literacy program to address literacy development.
- Engaging in specific planning, such as joint lesson planning and developing and aligning curriculum and instructional strategies.
- Analyzing data and formally assessing student work to gauge the effectiveness of strategies and adjust instruction as needed.
- Sharing instructional strategies, including information gathered by team members during instructional rounds.

#### TSSSA Funding Request:

Reading Coach to focus on grade K-2

**Focused Instruction**

Explain the strategies the school will implement to provide focused instruction to improve student academic proficiency, which may include additional instruction time beyond the normal school day or school year.

To provide focused instruction to improve student academic proficiency, the school will establish and utilize formal teaming and collaboration strategies, processes (e.g., instructional leadership team, collaborative planning, and professional learning communities), and protocols consistently to address individual students' academic needs by:

1. using data,
2. identifying actions to address student learning needs,
3. regularly communicating action steps among all staff and teams to build and sustain a professional culture of learning. The utilization of such structures, practices, and resources (e.g., collaborative meeting time, coaching, supports for implementing the curriculum frameworks) to support data-driven instruction, the use of research-based instructional strategies, and differentiation consistently will result in rigorous instruction, reflective of the shifts in cognitive demand for the Florida/BEST Standards.
4. Provide high quality instruction to students.
5. Provide opportunities for students to have weekly standards based progress monitoring.
6. Fill in gaps of instruction with both interventions and enrichment activities.

**TSSA Funding Request:**

- Instructional Assistant to provide intensive reading intervention (\$27,251.20) 9 month position (188 days)
- ESE Instructional Paraprofessional to focus on sub group interventions (27,251.20) 9 month position (188 days)
- o Science Academy Salary for Saturday sessions: 2 teachers x 4 hours x \$35/hr x 30 sessions = \$8,400

**Part V: Budget**

This section will assist in generating a school TSSSA budget for submission based upon each budget item tied to a Plan Item identified in the Part III: Plan Items.

Access the budget by clicking the blue Manage Budget button. This will direct you to the Budget page. This page includes the breakdown of funds by Plan Item.

1	III.1.	Family and Community Partnerships				\$139,000.00
	Function	Object	Budget Focus	Funding Source	FTE	2021-22
		160-Other Support Personnel	0071 - Charles E. Bennett Elementary School	TSSSA		\$65,000.00
		Notes: Social Worker				
		130-Other Certified Instructional Personnel	0071 - Charles E. Bennett Elementary School	TSSSA		\$68,000.00
		Notes: Behavior Support Teacher				
		100-Salaries	0071 - Charles E. Bennett Elementary School	TSSSA		\$6,000.00

**Clay - 0071 - Charles E. Bennett Elementary School - FDOE TSSSA 2021-22**  
*Charles E. Bennett Elementary School*

		Notes: Teacher salaries for Data nights 2 per year				
<b>2</b>	<b>III.2.</b>	<b>Academic and Character Standards</b>				<b>\$0.00</b>
<b>3</b>	<b>III.3.</b>	<b>Parental Involvement</b>				<b>\$4,500.00</b>
	Function	Object	Budget Focus	Funding Source	FTE	2021-22
		510-Supplies	0071 - Charles E. Bennett Elementary School	TSSSA		\$4,500.00
		Notes: Supplies for parent nights				
<b>4</b>	<b>III.4.</b>	<b>Incentives for Instructional Personnel</b>				<b>\$18,650.00</b>
	Function	Object	Budget Focus	Funding Source	FTE	2021-22
		100-Salaries	0071 - Charles E. Bennett Elementary School	TSSSA		\$18,650.00
		Notes: Teacher retention bonus for full time certified staff members who have remained at CEB				
<b>5</b>	<b>III.5.</b>	<b>Professional Development</b>				<b>\$68,000.00</b>
	Function	Object	Budget Focus	Funding Source	FTE	2021-22
		100-Salaries	0071 - Charles E. Bennett Elementary School	TSSSA		\$68,000.00
		Notes: Reading Coach K-2				
<b>6</b>	<b>III.6.</b>	<b>Focused Instruction</b>				<b>\$63,400.00</b>
	Function	Object	Budget Focus	Funding Source	FTE	2021-22
		100-Salaries	0071 - Charles E. Bennett Elementary School	TSSSA		\$27,500.00
		Notes: Classroom Instructional Assistant to assist with reading enrichment				
		100-Salaries	0071 - Charles E. Bennett Elementary School	TSSSA		\$27,500.00
		Notes: ESE Instructional paraprofessional to focus on subgroup interventions				
		100-Salaries	0071 - Charles E. Bennett Elementary School	TSSSA		\$8,400.00
		Notes: Science Academy tutoring hours				
<b>Total:</b>						<b>\$293,550.00</b>



## School Board of Clay County

### August 5, 2021 - Regular School Board Meeting

#### Title

C15 - 2021-2022 Clay County School Board Agreement with Flagler Health

#### Description

Care Connect+ is a subsidiary of Flagler Health that provides a program called B.R.A.V.E. This program would function as a hub for behavioral health service referrals for Clay County District Schools. All of our mental health referrals would be made to a confidential platform that is continually monitored and managed by Care Connect+ staff. The referrals are assessed based upon need, geography, and insurance status to connect the student to the appropriate community partner who serve students on school site. Agreements will be in place with each of our community partners acknowledging this referral system. The benefits to this program include increased efficiency and efficacy in connecting our students to services. Senate Bill 7030 requires that our student mental health referrals are assessed within 15 days of referral and connected to services within 30 days of referral. This program enables an efficient method of monitoring these timelines and ensuring that students are connected with the ideal provider for their particular needs and situation. Care Connect+ will remain in continual contact with the Supervisor of Mental Health and Wellness to ensure services are meeting the required timelines, as well as to remain updated on community provider statuses in services rendered. Clay County District Schools will make a \$15,000 deposit to Care Connect+ on a quarterly basis to provide for any services needed for our students that are not funded by any other third party options (Medicaid, private insurance, etc.). When a community partner renders such services, the agency invoices Care Connect+ for reimbursement. Care Connect+ provides assurance that services are being provided consistently and appropriately before disbursement of funds. Any of the quarterly deposited funds that are unused at the close of the 21-22 school year will be refunded to the District.

#### Gap Analysis

The agreement would provide an increase in the rate of students and families who connect with mental health services through care coordination and direct linkage with our community partners. The overall administration of connecting and funding services to our students is extremely time consuming and has the potential to lack efficiency due to the lack of technological platforms that support the work. The particular challenge of monitoring deadlines of assessments and service connection has become a full time position in itself that we do not currently have an allocation to meet. Entering into this agreement enables increased 1:1 time for all mental health staff to have with students, and improves overall efficiency of the process.

#### Previous Outcomes

This is a new agreement for Clay County District Schools.

#### Expected Outcomes

This agreement will provide an increased number of students who have been referred for mental health services to be monitored and connected to the needed assistance by releasing the district clinical staff to have additional time for direct student contact. This agreement will also provide an increased number of students who meet the deadlines of assessment within 15 days and service connection within 30 by the collaboration and oversight that the efficient platform enables.

#### Strategic Plan Goal

Goal 3: Establish a respectful climate and culture that provides equity and access to all  
Strategy 3.2: Develop systems and processes that focus on developing the whole child

#### Recommendation

Recommend School Board approval of plan.

#### Contact

Heather McDonald, Supervisor for Mental Health and Wellness

904-336-6900 heather.mcdonald@myoneclay.net

Laura Fogarty, Director of Climate and Culture

904-336-6513 laura.fogarty@myoneclay.net

**Financial Impact**

\$60,000.00

**Review Comments**

**Attachments**

DRAFT

## School Board of Clay County

### August 5, 2021 - Regular School Board Meeting

#### Title

C16 - Proposed Allocation Changes for 2021-2022

#### Description

Staff allocation documents clarify how each school, district, department, and division is staffed for the 2021-2022 school year. The School Board is required to take action on all staff allocation changes.

#### Gap Analysis

These allocations are required to ensure the adequate staffing of the district and schools.

#### Previous Outcomes

The district and schools are adequately staffed.

#### Expected Outcomes

Staffing will be sufficient to meet the needs of the various schools and district departments.

#### Strategic Plan Goal

The district ensures fiscal responsibility and equitable distribution of resources.

#### Recommendation

Approve the staff allocation plan as submitted.

#### Contact

Dr. Susan Legutko, Assistant Superintendent for Business Affairs, (904) 336-6722, susan.legutko@myoneclay.net

#### Financial Impact

To be determined.

#### Review Comments

#### Attachments

④ [Allocation Summary 2021-2022 - August 5, 2021 1.pdf](#)

**PROPOSED CHANGES TO STAFF ALLOCATIONS**

**2021-2022 SUMMARY**

**Board Meeting, August 5, 2021**

School	Add	Delete	Allocation	Comment	Salary	Benefits	Total Cost
			<b>2021-2022</b>				
			<b>General Funds</b>				
OPE-0201		0.5	ESE Secretary, 10-Month	Program Needs	(\$9,313)	(\$2,931)	(\$12,244)
OPE-0201		0.5	ESE Secretary, 10-Month (420/4100.2)	Program Needs	(\$9,313)	(\$2,931)	(\$12,244)
OPE-0201	0.5		ESE Secretary, 11-Month	Program Needs	\$10,244	\$3,224	\$13,468
OPE-0201	0.5		ESE Secretary, 11-Month (420/4100.2)	Program Needs	\$10,244	\$3,224	\$13,468
TES-0501	1.0		Custodian	Program Needs	\$22,875	\$7,199	\$30,074
BAF-9050	1.0		Buyer (7760)	EdFIRST Needs	\$37,479	\$11,795	\$49,274
				<b>TOTAL:</b>	<b>\$62,216</b>	<b>\$19,579</b>	<b>\$81,795</b>
			<b>FNS (410/7600)</b>				
AES-0591		1.0	Cafeteria Assistant (7.00 hours)	Increase in participation	(\$15,437)	(\$4,858)	(\$20,295)
AES-0591	1.0		Cafeteria Assistant (4.50 hours)	Increase in participation	\$9,924	\$3,123	\$13,047
CEB-0071		1.0	Cafeteria Assistant (6.50 hours)	Increase in participation	(\$14,334)	(\$4,511)	(\$18,845)
CEB-0071	1.0		Cafeteria Assistant (3.50 hours)	Increase in participation	\$7,718	\$2,429	\$10,147
LAE-0451		2.0	Cafeteria Assistant (6.50 hours)	Increase in participation	(\$28,668)	(\$9,022)	(\$37,690)
LAE-0451	2.0		Cafeteria Assistant (6.75 hours)	Increase in participation	\$29,771	\$9,369	\$39,140
LAE-0451		1.0	Cafeteria Assistant (6.00 hours)	Increase in participation	(\$13,231)	(\$4,164)	(\$17,395)
LAE-0451	1.0		Cafeteria Assistant (6.25 hours)	Increase in participation	\$13,783	\$4,338	\$18,121
LAE-0451		1.0	Cafeteria Assistant (5.00 hours)	Increase in participation	(\$11,026)	(\$3,470)	(\$14,496)
LAE-0451	1.0		Cafeteria Assisatnt (5.25 hours)	Increase in participation	\$11,578	\$3,644	\$15,222
MRE-0511		1.0	Cafeteria Assistant (6.00 hours)	Increase in participation	(\$13,231)	(\$4,164)	(\$17,395)
MRE-0511	1.0		Cafeteria Assistant (6.50 hours)	Increase in participation	\$14,334	\$4,511	\$18,845
MRE-0511		1.0	Cafeteria Assisatnt (5.25 hours)	Increase in participation	(\$11,578)	(\$3,644)	(\$15,222)
MRE-0511	1.0		Cafeteria Assistant (5.50 hours)	Increase in participation	\$12,129	\$3,817	\$15,946
MRE-0511		1.0	Cafeteria Assistant (4.25 hours)	Increase in participation	(\$9,372)	(\$2,949)	(\$12,321)
MRE-0511	1.0		Cafeteria Assistant (4.50 hours)	Increase in participation	\$9,924	\$3,123	\$13,047
ROE-0541		1.0	Cafeteria Assisatnt (5.25 hours)	Increase in participation	(\$11,578)	(\$3,644)	(\$15,222)
ROE-0541	1.0		Cafeteria Assisatnt (3.25 hours)	Increase in participation	\$7,167	\$2,255	\$9,422
PES-471		1.0	Cafeteria Assistant (6.75 hours)	Increase in participation	(\$14,885)	(\$4,684)	(\$19,569)
PES-471	1.0		Cafeteria Assistant (7.25 hours)	Increase in participation	\$15,988	\$5,031	\$21,019
PES-471		1.0	Cafeteria Assistant (5.00 hours)	Increase in participation	(\$11,026)	(\$3,470)	(\$14,496)
PES-471	1.0		Cafeteria Assisatnt (5.25 hours)	Increase in participation	\$11,578	\$3,644	\$15,222
PES-471		1.0	Cafeteria Assisatnt (3.75 hours)	Increase in participation	(\$8,270)	(\$2,603)	(\$10,873)
PES-471	1.0		Cafeteria Assistant (4.00 hours)	Increase in participation	\$8,821	\$2,776	\$11,597
TBE-0531		1.0	Cafeteria Assistant (5.75 hours)	Increase in participation	(\$12,680)	(\$3,990)	(\$16,670)
TBE-0531	1.0		Cafeteria Assisatnt (6.25 hours)	Increase in participation	\$13,783	\$4,338	\$18,121
TBE-0531		1.0	Cafeteria Assistant (5.00 hours)	Increase in participation	(\$11,026)	(\$3,470)	(\$14,496)
TBE-0531	1.0		Cafeteria Assistant (5.50 hours)	Increase in participation	\$12,129	\$3,817	\$15,946
				<b>TOTAL:</b>	<b>(\$7,715)</b>	<b>(\$2,428)</b>	<b>(\$10,143)</b>

## School Board of Clay County

### August 5, 2021 - Regular School Board Meeting

**Title**

C17 - Deletion of Certain Items Report - July, 2021

**Description**

The items listed have been surveyed by the Coordinator of Property Control, at the request of the Cost Center Property Manager, and the recommended disposition is noted. These items are either obsolete, unusable or beyond economical repair. These items should be removed from active inventory and disposed of in the manner indicated. Deletions are for property items received in the month of June, 2021.

**Gap Analysis**

N/A

**Previous Outcomes**

Property Records followed State mandate on trackable assets, Chapter 274.05.

**Expected Outcomes**

Tangible Personal Property shall be controlled and supervised from acquisition through transfer or disposal. Disposal of property shall be in accordance with Section 274.05, Florida Statutes. All deletions of items with a value of \$1,000.00 or more will be approved by The School Board of Clay County prior to disposition - School Board Policy Section 5.03C.

**Strategic Plan Goal**

Goal 2: Strategy 2.4; Ensure effective and efficient use of resources for fiscal stability.

**Recommendation**

Approve Deletion of Certain Items Report - July, 2021 as submitted.

**Contact**

Dr. Susan Legutko,  
Assistant Superintendent for Business Affairs  
(904)-336-6721  
susan.legutko@myoneclay.net

**Financial Impact**

Provides additional storage space and eliminates the need to account for unusable property. Reduces the dollar value of Tangible Personal Property.

**Review Comments****Attachments**

📎 [Deletion Report-July, 2021.pdf](#)

Clay County Public Schools  
Monthly Deletion Report  
For Month Ending: 07/31/2021

<u>Disposal Method</u>	<u>Tag</u>	<u>Description</u>		<u>Acquisition Date</u>	<u>Disposal Date</u>	<u>Purchase Amount</u>	<u>Depreciation Value</u>
<b>LCTN 0111 BANNERMAN LEARNING CENTER</b>							
Junk/Parts	00067897	FURNITURE:WORK STATION UNIT	Furniture,Fixtures & Equipment	09/13/2001	07/08/2021	2,287.25	2,287.25
						<b>2,287.25</b>	<b>2,287.25</b>
<b>LCTN 0232 GROVE PARK ELEMENTARY</b>							
Surplus Sale	00072208	TABLE:PRECISION UTILITY SERVING	Furniture,Fixtures & Equipment	09/14/2000	07/08/2021	2,421.00	2,421.00
Surplus Sale	00088262	HOT FOOD SERVING UNIT - ATLAS	Furniture,Fixtures & Equipment	02/23/2006	07/08/2021	3,500.00	3,500.00
Surplus Sale	00093155	SERVER: COLD FOOD UNIT - ATLAS	Furniture,Fixtures & Equipment	05/15/2007	07/08/2021	4,986.00	4,986.00
Surplus Sale	15000987	CART: MINI-LAPTOP ANTHRO YESMO	Furniture,Fixtures & Equipment	08/13/2015	07/08/2021	1,273.98	1,273.98
						<b>12,180.98</b>	<b>12,180.98</b>
<b>LCTN 0301 KEYSTONE HEIGHTS ELEMENTARY</b>							
Surplus Sale	00081924	SCANNER:PHD DOLPHIN	Furniture,Fixtures & Equipment	05/27/2004	07/08/2021	1,200.00	1,200.00
Surplus Sale	00095755	LAPTOP: LATITUDE D830 - DELL	Furniture,Fixtures & Equipment	06/26/2008	07/08/2021	1,206.73	1,206.73
Surplus Sale	09000258	LAPTOP: DELL LATITUDE E6400	Furniture,Fixtures & Equipment	12/18/2008	07/08/2021	1,177.57	1,177.57
Surplus Sale	09000260	LAPTOP: DELL LATITUDE E6400	Furniture,Fixtures & Equipment	12/18/2008	07/08/2021	1,177.57	1,177.57
Surplus Sale	09000267	LAPTOP: DELL LATITUDE E6400	Furniture,Fixtures & Equipment	12/18/2008	07/08/2021	1,177.57	1,177.57
Surplus Sale	11000873	SCANNER:WIRELESS FOLLETT PANTHER	Furniture,Fixtures & Equipment	03/24/2011	07/08/2021	1,499.00	1,499.00
Surplus Sale	12000803	LAMINATOR: ROLL - GBC ULTIMA 6	Furniture,Fixtures & Equipment	05/10/2012	07/08/2021	1,797.00	1,797.00
						<b>9,235.44</b>	<b>9,235.44</b>
<b>LCTN 0331 S BRYAN JENNINGS ELEMENTARY</b>							
Surplus Sale	00087746	CART:INSTRUCTIONAL W/PROJECTOR	Furniture,Fixtures & Equipment	07/24/2008	07/08/2021	2,401.75	2,401.75
Surplus Sale	00087748	CART:INSTRUCTIONAL W/PROJECTOR	Furniture,Fixtures & Equipment	07/24/2008	07/08/2021	2,401.75	2,401.75
Surplus Sale	00087749	CART:INSTRUCTIONAL W/PROJECTOR	Furniture,Fixtures & Equipment	07/24/2008	07/08/2021	2,401.75	2,401.75
Surplus Sale	00097551	CART:INSTRUCTIONAL W/PROJECTOR	Furniture,Fixtures & Equipment	07/24/2008	07/08/2021	2,401.75	2,401.75
Surplus Sale	00097552	CART:INSTRUCTIONAL W/PROJECTOR	Furniture,Fixtures & Equipment	07/24/2008	07/08/2021	2,401.75	2,401.75
						<b>12,008.75</b>	<b>12,008.75</b>
<b>LCTN 0341 CLAY HIGH SCHOOL</b>							
Surplus Sale	00070708	MONEY COUNTER:W/TILL CUPS	Furniture,Fixtures & Equipment	12/09/1998	07/08/2021	1,394.88	1,394.88
						<b>1,394.88</b>	<b>1,394.88</b>
<b>LCTN 0371 WILKINSON JR HIGH</b>							
Surplus Sale	00068961	PROJECTOR:SHARP MULTIMEDIA PGD	Furniture,Fixtures & Equipment	05/25/2000	07/08/2021	2,796.00	2,796.00
Surplus Sale	00077548	PROJECTOR: PHILIPS B-SURE SV1	Furniture,Fixtures & Equipment	05/08/2003	07/08/2021	1,349.00	1,349.00
Surplus Sale	12000102	TELESCOPE: SOLARMAX II 60 RICH	Furniture,Fixtures & Equipment	10/27/2011	07/08/2021	1,503.00	1,503.00



Clay County Public Schools  
Monthly Deletion Report  
For Month Ending: 07/31/2021

<u>Disposal Method</u>	<u>Tag</u>	<u>Description</u>	<u>Acquisition Date</u>	<u>Disposal Date</u>	<u>Purchase Amount</u>	<u>Depreciation Value</u>	
					5,648.00	5,648.00	
<u>LCTN</u>	<u>0471</u>	<u>ROBERT M PATERSON ELEMENTARY</u>					
Surplus Sale	13100413	LAPTOP - DELL LATITUDE E6430 +	Furniture,Fixtures & Equipment	03/14/2013	07/08/2021	1,183.39	1,183.39
					1,183.39	1,183.39	
<u>LCTN</u>	<u>0481</u>	<u>LAKE ASBURY JUNIOR HIGH SCHOOL</u>					
Surplus Sale	00084656	MOWER:60" ZERO TURN GRAVELY	Furniture,Fixtures & Equipment	04/28/2005	07/08/2021	6,788.27	6,788.27
Surplus Sale	00084663	EXTRACTOR:HOT WATER - CLARKE B	Furniture,Fixtures & Equipment	04/28/2005	07/08/2021	1,525.50	1,525.50
					8,313.77	8,313.77	
<u>LCTN</u>	<u>0531</u>	<u>THUNDERBOLT ELEMENTARY</u>					
Surplus Sale	10000099	CAMCORDER: MINI DV-PANASONIC A	Furniture,Fixtures & Equipment	10/22/2009	07/08/2021	1,199.00	1,199.00
					1,199.00	1,199.00	
<u>LCTN</u>	<u>0551</u>	<u>FLEMING ISLAND HIGH SCHOOL</u>					
Surplus Sale	00079209	SERVING UNIT:HOT FOOD W/ACCESS	Furniture,Fixtures & Equipment	07/24/2003	07/08/2021	4,090.00	4,090.00
Surplus Sale	00079211	SERVING UNIT:HOT FOOD W/ACCESS	Furniture,Fixtures & Equipment	07/24/2003	07/08/2021	4,090.00	4,090.00
Surplus Sale	00079212	SERVING UNIT:HOT FOOD W/ACCESS	Furniture,Fixtures & Equipment	07/24/2003	07/08/2021	4,090.00	4,090.00
Surplus Sale	00079214	SERVING UNIT:HOT FOOD W/ACCESS	Furniture,Fixtures & Equipment	07/24/2003	07/08/2021	4,090.00	4,090.00
Surplus Sale	00079215	SERVING UNIT:COLD FOOD W/ACCES	Furniture,Fixtures & Equipment	07/24/2003	07/08/2021	3,555.00	3,555.00
Surplus Sale	00079217	SERVING UNIT:COLD FOOD W/ACCES	Furniture,Fixtures & Equipment	07/24/2003	07/08/2021	3,555.00	3,555.00
Surplus Sale	00079218	SERVING UNIT:COLD FOOD W/ACCES	Furniture,Fixtures & Equipment	07/24/2003	07/08/2021	3,555.00	3,555.00
Surplus Sale	00079220	SERVING UNIT:COLD FOOD W/ACCES	Furniture,Fixtures & Equipment	07/24/2003	07/08/2021	3,555.00	3,555.00
Surplus Sale	00079222	CASHIER UNIT:MOBILE W/ACCESS B	Furniture,Fixtures & Equipment	07/24/2003	07/08/2021	1,605.00	1,605.00
Surplus Sale	00079223	CASHIER UNIT:MOBILE W/ACCESS B	Furniture,Fixtures & Equipment	07/24/2003	07/08/2021	1,605.00	1,605.00
Surplus Sale	00079225	CASHIER UNIT:MOBILE W/ACCESS B	Furniture,Fixtures & Equipment	07/24/2003	07/08/2021	1,605.00	1,605.00
Surplus Sale	00079226	CASHIER UNIT:MOBILE W/ACCESS B	Furniture,Fixtures & Equipment	07/24/2003	07/08/2021	1,605.00	1,605.00
					37,000.00	37,000.00	
<u>LCTN</u>	<u>0661</u>	<u>OAKLEAF HIGH SCHOOL</u>					
Surplus Sale	11000041	C/M/K - DELL OPTIPLEX 980	Furniture,Fixtures & Equipment	08/26/2010	07/08/2021	1,589.58	1,589.58
Surplus Sale	11000048	C/M/K - DELL OPTIPLEX 980	Furniture,Fixtures & Equipment	08/26/2010	07/08/2021	1,589.58	1,589.58
					3,179.16	3,179.16	
<u>LCTN</u>	<u>9003</u>	<u>INSTRUCTIONAL RESOURCES</u>					
Surplus Sale	00066589	SYSTEM SOUND:BASIC LIBRARY	Furniture,Fixtures & Equipment	02/23/1998	07/08/2021	1,384.00	1,384.00
Junk/Parts	00075240	KIT:PHD DOLPHIN FOR WINDOWS	Furniture,Fixtures & Equipment	05/24/2001	07/08/2021	1,595.00	1,595.00

Clay County Public Schools  
Monthly Deletion Report  
For Month Ending: 07/31/2021

<u>Disposal</u> <u>Method</u>	<u>Tag</u>	<u>Description</u>		<u>Acquisition</u> <u>Date</u>	<u>Disposal</u> <u>Date</u>	<u>Purchase</u> <u>Amount</u>	<u>Depreciation</u> <u>Value</u>
Surplus Sale	00078201	PROJECTOR:SVGA - PHILIPS CSMAR	Furniture,Fixtures & Equipment	10/24/2002	07/08/2021	1,375.00	1,375.00
Surplus Sale	00078207	PROJECTOR:IMPACT XGA - PHILIPS	Furniture,Fixtures & Equipment	10/24/2002	07/08/2021	2,550.00	2,550.00
Surplus Sale	00078208	PROJECTOR:IMPACT XGA - PHILIPS	Furniture,Fixtures & Equipment	10/24/2002	07/08/2021	2,550.00	2,550.00
Junk/Parts	15000944	CART: MINI-LAPTOP ANTHRO YESMO	Furniture,Fixtures & Equipment	08/13/2015	07/08/2021	1,237.32	1,237.32
Surplus Sale	16000067	CAMERA: DIGITAL - CANON EOS RE	Furniture,Fixtures & Equipment	09/24/2015	07/08/2021	1,000.62	536.05
						<b>11,691.94</b>	<b>11,227.37</b>
<b><u>LCTN</u>      <u>9010</u>      <u>TRANSPORTATION</u></b>							
Surplus Sale	00051949	HAND TRUCK FOR BRAKE DRUMS	Furniture,Fixtures & Equipment	10/29/1993	07/08/2021	1,195.00	1,195.00
Surplus Sale	00073393	PRESS:HYDRAULIC 25 TON SHOP	Furniture,Fixtures & Equipment	04/25/2002	07/08/2021	2,610.00	2,610.00
						<b>3,805.00</b>	<b>3,805.00</b>
<b><u>LCTN</u>      <u>9030</u>      <u>PRINT CENTER</u></b>							
Surplus Sale	00025359	PRESS MULTIGRAPH W/CLEANER	Furniture,Fixtures & Equipment	04/17/1980	07/08/2021	7,314.70	7,314.70
Surplus Sale	00077886	PRESS:PRINTING W/CHAIN DELIVER	Furniture,Fixtures & Equipment	02/13/2003	07/08/2021	1,000.00	1,000.00
						<b>8,314.70</b>	<b>8,314.70</b>
<b><u>LCTN</u>      <u>9060</u>      <u>HUMAN RESOURCES</u></b>							
Junk/Parts	00063101	SHELVING 3 UNIT METAL	Furniture,Fixtures & Equipment	07/01/1997	07/08/2021	2,409.38	2,409.38
						<b>2,409.38</b>	<b>2,409.38</b>
<b><u>LCTN</u>      <u>9110</u>      <u>FOOD &amp; NUTRITION SERVICES</u></b>							
Surplus Sale	10001497	CART: VENDING MOBILE - CAMBRO	Furniture,Fixtures & Equipment	05/13/2010	07/08/2021	2,666.00	2,666.00
Surplus Sale	10001499	CART: VENDING MOBILE - CAMBRO	Furniture,Fixtures & Equipment	05/13/2010	07/08/2021	2,666.00	2,666.00
						<b>5,332.00</b>	<b>5,332.00</b>

Clay County Public Schools  
Monthly Deletion Report  
For Month Ending: 07/31/2021

<u>Disposal Method</u>	<u>Tag</u>	<u>Description</u>	<u>Acquisition Date</u>	<u>Disposal Date</u>	<u>Purchase Amount</u>	<u>Depreciation Value</u>
<b>Total Furniture</b>		<b>Total Vehicles</b>	<b>Total Audio Visual</b>	<b>Total Software</b>	<b>Totals for Deletion Report</b>	
125,183.64		0.00	0.00	0.00	125,183.64	124,719.07

Note: JUNE 2021 DELETIONS

Disposal Method Descriptions:

JUNK/PARTS - Part(s) of an asset are used and remainder of part(s) are sold, recycled or disposed

TRADE-IN - Vendor issues a credit towards a new purchase

THEFT/VANDALISM - Items stolen or broken (police report attached)

MISSING - Items lost and are not found during property inventory (Annually)

SURPLUS SALE - Items that are outdated, not working or obsolete. Items are either sold, recycled or disposed

ENTERED IN ERROR- Not used

TRANSFER/DONATION - From Clay County District to an Outside Agency (Approved by Board or Superintendent)

DESTROYED - Fire/Natural Disaster, etc.

THRESHOLD (ex. \$750 TO \$1000)

## School Board of Clay County

### August 5, 2021 - Regular School Board Meeting

**Title**

C18 - Change Order #1 for Middleburg High School Restroom Renovation

**Description**

Change Orders are initiated by the Contractor, Architect/Engineer or Owner, and may increase or decrease the scope of the project as defined by the plans and specifications. Change Orders are reviewed by the Architect/Engineer and staff prior to submission to the School Board for approval. This Change Order is to replace exhaust fans that are not working. (See attached)

**Gap Analysis**

N/A

**Previous Outcomes**

N/A

**Expected Outcomes**

Construction will proceed immediately translating to an on time completion.

**Strategic Plan Goal**

Ensure effective management of the organization, operations, and facilities to maximize the use of resources and promote a safe, efficient, and effective learning environment for Clay County students.

**Recommendation**

Approve Change Order #1.

**Contact**

Bryce Ellis, Assistant Superintendent for Operations, (904) 336-6853, bryce.ellis@myoneclay.net

David Kramer, Project Manager, (904) 336-6849, david.kramer@myoneclay.net

**Financial Impact**

This Change Order will increase the contract amount by \$5,400.00. Architect fees will increase by \$459.00 as a result of this Change Order. These funds are available and budgeted in the Educational Facilities Plan.

**Review Comments****Attachments**

📎 [CO #1 for MHS Restroom Renovation.pdf](#)

**CHANGE ORDER**  
**DOCUMENT AIA G701**

*Distribution to:*

OWNER ☒  
ARCHITECT ☒  
CONTRACTOR ☒  
FIELD ☐

PROJECT: Project No. **C-8-20/21** CHANGE ORDER NO. **CH-01**  
**MIDDLEBURG HIGH SCHOOL**  
**Restroom Renovation** INITIATION DATE: **4/1/2021**  
**3750 County Road 220, Middleburg, FL 32068** ARCHITECT'S PROJECT NO. **BH-202049**

Owner:  
**School Board of Clay County**  
**900 Walnut Street**  
**Green Cove Springs, FL 32043**

CONTRACT FOR: **\$189,680.00**

Contractor  
**Gary S Bailey, Inc.**  
**5201 C.R. 218**  
**Middleburg, FL 32068**

CONTRACT DATE: **April 1, 2021**

You are instructed to make the following change(s): **Furnish and install "Replacement Exhaust Fans". Price is based on bid listed Alt #1 and Alt #2 as indicated in the mechanical bid drawings. Upon inspection of the existing fans (E4 and E11), it was determined by CCSD that they must be replaced.**


Not valid until signed by both the Owner and Architect.

Signature of the Contractor indicates his agreement herewith, including any adjustment in the Contract sum or Contract Time

The original Contract Sum was Base Bid	_____	\$189,680.00
The change by previously authorized Change Orders	_____	\$0.00
The Contract Sum prior to this Change Order was	_____	\$189,680.00
The Contract Sum will be increased by this Change Order	_____	\$5,400.00
The new Contract Sum including this Change Order will be	_____	\$195,080.00
The Contract Time will add	_____	0 Days
The Date of Substantial Completion as of the date of this Change Order is	_____	July 23, 2021

**AUTHORIZED:**

Bhide & Hall Architects, P.A.  
ARCHITECT (Firm Name)


  
Signature

David S Shively, Architect  
Print Name and Title

7/6/2021

DATE:

Gary S Bailey, Inc.  
CONTRACTOR (Firm Name)

  
Signature

JASON BAILEY, P.M.  
Print Name and Title

7/6/2021

DATE:

School Board of Clay County  
OWNER

\_\_\_\_\_  
Signature

Mary Bolla, Board Chair  
Print Name and Title

\_\_\_\_\_

DATE:

# GARY S. BAILEY, INC.

BUILDING CONTRACTOR  
License No. CBC 018022

5201 COUNTY ROAD 218 · MIDDLEBURG, FL 32068 · (904) 291-2291

Date: July 6, 2021

To: David Kramer

Re: Change Order HVAC #E4 and E11 at Middleburg High School

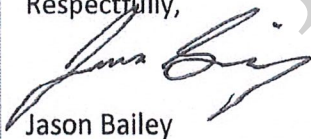
Mr. Kramer,

This is for the change order based on the M sheets per the drawings. Exhaust fans E4 and E11. These were listed as Alt # 1(E4) and Alt #2(E11) on the drawings.

**Total change order cost \$ \$5,400.00**

Please let me know if you have any questions.

Respectfully,



Jason Bailey

Project Manager



## School Board of Clay County

### August 5, 2021 - Regular School Board Meeting

#### **Title**

C19 - Schematic (Phase I) Plans and Specifications for Middleburg High School Cafeteria Expansion

#### **Description**

Each phase or combination of phases is submitted to the School Board for review and approval. The plans have received staff review and are complete to Schematic (Phase I) stage.

#### **Gap Analysis**

N/A

#### **Previous Outcomes**

Individual departments have the opportunity to express needs during plan review in order to design a project that will meet user's expectations.

#### **Expected Outcomes**

Schematic Plan review allows for participation from a variety of departments to ensure any program changes are incorporated into the design.

#### **Strategic Plan Goal**

Ensure effective management of the organization, operations, and facilities to maximize the use of resources and promote a safe, efficient, and effective learning environment for Clay County students.

#### **Recommendation**

Approve Schematic (Phase I) Plans and Specifications for the Middleburg High School Cafeteria Expansion.

#### **Contact**

Bryce Ellis, Assistant Superintendent for Operations, (904) 336-6853, bryce.ellis@myoneclay.net

David Kramer, Project Manager, (904) 336-6849, david.kramer@myoneclay.net

#### **Financial Impact**

As budgeted in the Educational Facilities Plan for \$1,500,00.00. The architect's Phase I cost estimate is \$1,129,051.00.

#### **Review Comments**

#### **Attachments**

## School Board of Clay County

### August 5, 2021 - Regular School Board Meeting

#### **Title**

C20 - Schematic (Phase I) Plans and Specifications for Elementary School "R"

#### **Description**

Each phase or combination of phases is submitted to the School Board for review and approval. The plans have received staff review and are complete to Schematic (Phase I) stage.

#### **Gap Analysis**

N/A

#### **Previous Outcomes**

Individual departments have the opportunity to express needs during plan review in order to design a project that will meet user's expectations.

#### **Expected Outcomes**

Schematic Plan review allows for participation from a variety of departments to ensure any program changes are incorporated into the design.

#### **Strategic Plan Goal**

Ensure effective management of the organization, operations, and facilities to maximize the use of resources and promote a safe, effective, and effective learning environment for Clay County students.

#### **Recommendation**

Approve Schematic (Phase I) Plans and Specifications for Elementary School "R".

#### **Contact**

Bryce Ellis, Assistant Superintendent for Operations, (904) 336-6853, bryce.ellis@myoneclay.net

David Kramer, Project Manager, (904) 336-6849, david.kramer@myoneclay.net

#### **Financial Impact**

As budgeted in the Educational Facilities Plan for \$26,000,000.00. The architect's Phase I cost estimate is \$22,547,665.00.

#### **Review Comments**

#### **Attachments**

## School Board of Clay County

### August 5, 2021 - Regular School Board Meeting

#### **Title**

C21 - Elementary School "R" Construction Manager Contract Award

#### **Description**

The process to appoint a Construction Manager At-Risk is in accordance with the State Requirements for Educational Facilities (SREF), Florida Statutes and Board Policy.

#### **Gap Analysis**

With Construction Manager At-Risk, the district benefits by having the contractor available during the design process to validate cost estimates and value engineer design details, which in turn streamline the construction schedule.

#### **Previous Outcomes**

The district limits the risk of cost overruns beyond a guaranteed maximum price (GMP).

#### **Expected Outcomes**

Delivering the best possible quality in the finished product.

#### **Strategic Plan Goal**

Ensure effective management of the organization, operations, and facilities to maximize the use of resources and promote a safe, efficient, and effective learning environment for Clay County students.

#### **Recommendation**

Appoint the top ranked company, Parrish McCall Constructors, Inc., as Construction Manager At-Risk for the construction services for Elementary School "R" at a fee not to exceed .25% for preconstruction services and 4.5% for construction services.

#### **Contact**

Bryce Ellis, Assistant Superintendent for Operations (904) 336-6853, bryce.ellis@myoneclay.net

David Kramer, Project Manager, (904) 336-6849, david.kramer@myoneclay.net

#### **Financial Impact**

The District's estimated construction cost is \$22,500,000.00. The fee for Construction Manager At-Risk (.25% preconstruction: 4.5% construction services) will be based upon the GMP (Guaranteed Maximum Price) or final cost for Elementary School "R".

#### **Review Comments**

#### **Attachments**

## School Board of Clay County

### August 5, 2021 - Regular School Board Meeting

**Title**

C22 - Schematic/Preliminary/Final (Phase I, II, and III) Plans and Specifications for Middleburg Transportation Fuel System Repair/Replacement

**Description**

Each phase or combination of phases is submitted to the School Board for review and approval. The plans have received staff review and are complete to Schematic/Preliminary/Final (Phase I, II, and III) stage.

**Gap Analysis**

N/A

**Previous Outcomes**

Individual departments have the opportunity to express needs during plan review in order to design a project that will meet user's expectations.

**Expected Outcomes**

Schematic, Preliminary and Final Plan review allows for participation from a variety of departments to ensure any program changes are incorporated into the design.

**Strategic Plan Goal**

Ensure effective management of the organization, operations, and facilities to maximize the use of resources and promote a safe, efficient, and effective learning environment for Clay County students.

**Recommendation**

Approve Schematic/Preliminary/Final (Phase I, II, and III) Plans and Specifications for the Middleburg Transportation Fuel System Repair/Replacement.

**Contact**

Bryce Ellis, Assistant Superintendent for Operations, (904) 336-6853, bryce.ellis@myoneclay.net,  
Jeff Marks, Project Manager, (904) 336-6821, jeffery.marks@myoneclay.net

**Financial Impact**

As budgeted in the Educational Facilities Plan for \$600,000.00. The architect's cost estimate is \$600,000.00.

**Review Comments****Attachments**

## School Board of Clay County

### August 5, 2021 - Regular School Board Meeting

**Title**

C23 - Change Order #3 (Days Only) for Orange Park High School HVAC Repair/Replacement (Building 4 – Gymnasium)

**Description**

Change Orders are initiated by the Contractor, Architect/Engineer or Owner, and may increase or decrease the scope of the project as defined by the plans and specifications. Change Orders are reviewed by the Architect/Engineer and staff prior to submission to the School Board for approval. This change order is for thirty-five (35) to be added to the contract due to additional lead time needed for TECO Gas to engineer, coordinate, and install new natural gas service (see attached).

**Gap Analysis**

N/A

**Previous Outcomes**

N/A

**Expected Outcomes**

Construction will proceed immediately translating to an on time completion.

**Strategic Plan Goal**

Ensure effective management of the organization, operations, and facilities to maximize the use of resources and promote a safe, efficient, and effective learning environment for Clay County students.

**Recommendation**

Approve Change Order # 3.

**Contact**

Bryce Ellis, Assistant Superintendent for Operations, (904) 336-6853, bryce.ellis@myoneclay.net,

Jeff Marks, Project Manager, (904) 336-6821, jeffery.marks@myoneclay.net

**Financial Impact**

If approved, this Change Order will not increase the contract amount. The Substantial Completion date will now be July 12, 2021. Final Completion date is August 12, 2021. Architect fees will not increase as a result of this change order.

**Review Comments****Attachments**

🔗 [CO 3 OPH HVAC Repair.Replacement.pdf](#)

# **AIA® Document G701™ – 2017**

## Change Order

<b>PROJECT:</b> <i>(Name and address)</i> Orange Park High School HVAC Replacement, Building 4 (Gymnasium) Orange Park, FL	<b>CONTRACT INFORMATION:</b> Contract For: General Construction Date: 1/9/2020	<b>CHANGE ORDER INFORMATION:</b> Change Order Number: 003 Date: 8/5/2021
<b>OWNER:</b> <i>(Name and address)</i> School Board of Clay County 800 Walnut Street Green Cove Springs, FL 32043	<b>ARCHITECT:</b> <i>(Name and address)</i> H2Engineering, Inc 114 East 5th Avenue Tallahassee, FL 32303	<b>CONTRACTOR:</b> <i>(Name and address)</i> Charles Perry Partners, Inc. 8200 NW 15th Place Gainesville, FL 32606

### THE CONTRACT IS CHANGED AS FOLLOWS:

*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

This change is due to the required time for TECO to engineer, coordinate, and install the natural gas supply line as called for on the contract documents. This change constitutes a new substantial completion date of 7/12/2021

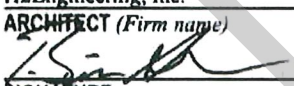
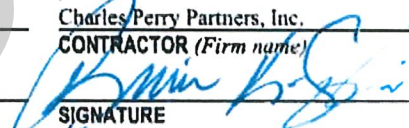
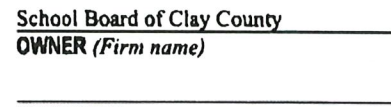
The original Contract Sum was	\$ 938,700.00
The net change by previously authorized Change Orders	\$ 48,717.00
The Contract Sum prior to this Change Order was	\$ 987,417.00
The Contract Sum will be unchanged by this Change Order in the amount of	\$ 0.00
The new Contract Sum including this Change Order will be	\$ 987,417.00

The Contract Time will be increased by seventy-four (74) days

The new date of Substantial Completion will be 7/12/2021

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

### NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

H2Engineering, Inc. <b>ARCHITECT</b> <i>(Firm name)</i>  <b>SIGNATURE</b> William L. Aldridge, P.E., Project Manager <b>PRINTED NAME AND TITLE</b> 7/12/2021 <b>DATE</b>	Charles Perry Partners, Inc. <b>CONTRACTOR</b> <i>(Firm name)</i>  <b>SIGNATURE</b> Brian K. Leslie, President <b>PRINTED NAME AND TITLE</b> 7/14/21 <b>DATE</b>	School Board of Clay County <b>OWNER</b> <i>(Firm name)</i>  <b>SIGNATURE</b> Mary Bolla, Board Chairman <b>PRINTED NAME AND TITLE</b> <b>DATE</b>
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**SCHOOL BOARD OF CLAY COUNTY**  
**CHANGE ORDER # 003**

**SBCC PROJECT NAME:** HVAC Repair/Replacement (Building 4 - Gymnasium). Orange Park High School

**SBCC PROJECT NUMBER:** C-5-18/19

**ADDITIONAL INFORMATION**

- No additional funding is needed	\$ 0.00
<b>TOTAL CHANGE ORDER AMOUNT:</b>	<b>\$ 0.00</b>

35 additional calendar days to achieve substantial completion will be required due to additional lead time for TECO Gas to engineer, coordinate and install new natural gas service to the Orange park High School Campus. The new Substantial Completion date will be July 12, 2021. The new Final Completion date will be August 12, 2021.



construction management | design build | general contracting

Date: 04/21/2021

H2 Engineering  
114 East 5<sup>th</sup> Avenue  
Tallahassee, FL 32303

Attn: Mr. Ryan Chewning

RE: Proposed Change Order #03  
Orange Park High School – HVAC Repair / Replacement

Dear Mr. Chewning:

Attached is a copy of our Proposed Change Order for the work associated with the required TECO natural gas tie in. Clarifications are listed below:

Our Proposal for providing this work is zero Dollars 00/100 Cents (\$0.00) with a five week extension to the substantial completion date.

Clarifications:

1. This proposed change constitutes a substantial completion date of July 12, 2021
2. This change is due to the required time for TECO to engineer, coordinate, and install the natural gas supply line as called for on the contract documents.

We appreciate the opportunity to provide you with this proposal.

Sincerely,  
Charles Perry Partners, Inc.

Ramsey Grissom  
Assistant Project Manager

## School Board of Clay County

### August 5, 2021 - Regular School Board Meeting

**Title**

D1 - Human Resources Special Action

**Description**

Florida Statutes (F.S. 1012.22(1)(9f), State Board Rules and Clay County School Board Policies require Board notification and/or action regarding decisions and recommendations of the Superintendent related to Personnel matters.

**Gap Analysis**

N/A

**Previous Outcomes**

N/A

**Expected Outcomes**

N/A

**Strategic Plan Goal**

Goal 5: Develop and support great educators, support personnel, and leaders.

**Recommendation**

Approve the action as presented.

**Contact**

Brenda G. Troutman, Assistant Superintendent for Human Resources (904) 336 6701 Brenda.Troutman@myoneclay.net

**Financial Impact**

None

**Review Comments****Attachments**