

School Board of Clay County

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

February 3, 2022 - Regular School Board Meeting

Date: Feb 03 2022 (6:00 p.m.)

Student Showcase (Oakleaf High - Chorus (Barron Rice, teacher) and Band)

Invocation (Dr. Robert Ball, Oakleaf Baptist Church)

Pledge of Allegiance (Oakleaf High NJROTC - Presentation of Colors (Master Gunnery Sergeant Jamie Willis))

Call to Order

Recognitions and Awards

- [1. Recognition of Clay County Student Athletes of the Month](#)
- [2. Recognition of 2021-2022 School Related Employee of the Year and Teacher of the Year Finalists](#)
- [3. Ceremonial Signing of the Ratified Clay County Education Association Contract](#)
- [4. Ceremonial Signing of the Ratified Clay Educational Staff Professional Association Contract](#)

Presenters

- [5. Career and Technical Education Presentation](#)

School Showcase (Oakleaf High - Matt Boyack, Principal)

Presentations from the Audience (Public Comment)

Consent Agenda

Superintendent

- [6. C1 - Minutes of School Board Workshop on December 14, 2021; Student Discipline Hearings and Regular Meeting on January 6, 2022](#)

- [2021 Dec 14 Workshop.pdf](#)
- [2022 Jan 6 Student Hearings.pdf \(Confidential\)](#)
- [2021 Jan 6 Regular Mtg.pdf](#)

Human Resources

- [7. C2 - Personnel Consent Agenda](#)
 - [Personnel Consent Agenda 2.3.2022.pdf](#)
- [8. C3 - Complete Salary Schedule 2021-2022](#)

[!\[\]\(50ba758255c5d7cec2761495a31c7c80_img.jpg\) 2021-2022 Salary Schedule for Board Meeting 2.3.2022.pdf](#)

Instruction-Academic Services

[9. C4 - K-12 Academic Services Out of State and Overnight Student Travel](#)

[!\[\]\(99f58673407353e96a019fbca558fd72_img.jpg\) Feb 2022 - Student Travel.pdf](#)

[10. C5 - Proclamation #22-08 to Establish February 2022 as Black History Month in Clay County Public Schools](#)

[!\[\]\(339a16584d5da0f0a3ca4e9ec17bf6a1_img.jpg\) Black History Month Proclamation.pdf](#)

[11. C6 - MOU Between University of South Florida Board of Trustees and The School Board of Clay County](#)

[!\[\]\(de95854c7ee024cfadc48187bbb781b2_img.jpg\) MOU--Clay County--Dec 2021 \(2\).pdf](#)

Instruction-Career and Technical Education

[12. C7 - Proclamation #22-09 for Career and Technical Education Month](#)

[!\[\]\(c50c8b7b2cc2cf9ff925edec0ee94c0d_img.jpg\) Proclamation #22-09.pdf](#)

Instruction-Professional Development

[13. C8 - Affiliation Agreement between Clay County District Schools and University of Florida.](#)

[!\[\]\(e3275251d0893157c3584e20c81dc3ba_img.jpg\) 220070 Univ of FL \(1\).pdf](#)

Instruction-Climate and Culture

[14. C9 - Proclamation #22-10 for National School Counseling Week](#)

[!\[\]\(235bfe13ebf007ce2eea9e689707fac7_img.jpg\) 2022 National School Counseling Week.docx.pdf](#)

[15. C10 - Dental Agreement with Baker County Health Department](#)

[!\[\]\(83bbbd261710c59db0214aa27b2edc0d_img.jpg\) 220067 FL Dept of Health Baker Co.pdf](#)

[16. C11 - Updated 2020-2022 School Health Services Plan](#)

[!\[\]\(291e070cef6c4d5e78fefe4696ef53be_img.jpg\) 220076 DOH Clay Co \(1\).pdf](#)

Business Affairs

[17. C12 - Proposed Allocation Changes for 2021-22](#)

[!\[\]\(a8ff699ced33317c53c86f9bf3171905_img.jpg\) 21 22 Allocation Summary - February 3, 2022.pdf](#)

Business Affairs-Accounting

[18. C13 - Monthly Financial Reports for December, 2021](#)

[!\[\]\(b9742ff0bb3da904abeeee81c2bcb456_img.jpg\) December 2021 Board Monthly Property Report.pdf](#)

[!\[\]\(26cddea01ddf7f002af4ba779c4999ee_img.jpg\) December 2021 Board Monthly Financial Report.pdf](#)

[!\[\]\(b78e2d0769ad682766c36e077fde3d60_img.jpg\) Contracts 50 Thousand and Greater.pdf](#)

[19. C14 - Budget Amendment Report for December 31, 2021](#)

[!\[\]\(eff7520f80aa06fb7298beb68337d76d_img.jpg\) Budget Amendment December 2021.pdf](#)

Business Affairs-Payroll

[20. C15 - Approval of the 2022-2023 Payroll Calendars](#)

Business Affairs-Property

21. C16 - Deletion of Certain Items Report - January, 2022

☞ [Deletion Report-January, 2022.pdf](#)

Operations-Facilities

22. C17 - Keystone Heights Elementary School New Cafeteria/Classrooms Construction Manager Contract Award

☞ [Scorpio CM Contract - KHE New Cafeteria.Classrooms.pdf](#)

23. C18 - Davis Demographics – Independent Services/Support Agreement for Clay County District Schools

☞ [Davis Demographics Contract Review Form.pdf](#)

☞ [Davis Demographics Contract.pdf](#)

☞ [Davis Demographic Study.pdf](#)

24. C19 - Pre-Qualification of Contractors

☞ [Table for Board Backup Contractor Prequal, 2.3.22.pdf](#)

Adoption of Consent Agenda

CCEA Update (Victoria Kidwell)

CESPA Update (Lonnie Roberts)

Superintendent's Update and Presentations

Discussion Agenda

School Board Attorney

25. D1 - Attorney Client Session pursuant to Florida Statute 286.011(8). THIS SESSION IS CLOSED TO THE PUBLIC AND TO ANYONE OTHER THAN THOSE PERSONS DESIGNATED IN FLORIDA STATUTE 286.011(8).

Human Resources

26. D2 - Human Resources Special Action A

School Board Attorney Remarks

School Board Member Remarks

Adjournment

School Board of Clay County

February 3, 2022 - Regular School Board Meeting

Title

Recognition of Clay County Student Athletes of the Month

Description

The Clay County Student Athlete of the Month Program recognizes the best of the best in Clay County on and off the playing field. Each month our athletic directors nominate student athletes that have shown the utmost excellence in academics, athletics, leadership, and community involvement. Winners receive an Under Armour pullover jacket, a framed certificate, two tickets to a Jacksonville Iceman's home game, and recognition at the end of year all-county awards ceremony. The Clay County Student Athlete of the Month is sponsored by the NEFBA Apprenticeship Program and Bakers Sporting Goods.

Student Athletes of the Month

Month	Name	School
August 2021	Anna Milla	Middleburg High
September 2021	London Francis	Ridgeview High
October 2021	Caleb Moncrief	Keystone Heights High
November 2021	Janiyah Stevens	Clay High
December	TBD	TBD

The ONLY State Champion this school year, thus far, is also being recognized:

-Maryn McDade (Fleming Island High - Swimming)

Gap Analysis

Previous Outcomes

Expected Outcomes

Strategic Plan Goal

Recommendation

Recognition only

Contact

John Sgromolo, District Athletic Director, john.sgromolo@myoneclay.net

Financial Impact

None

Review Comments

Attachments

School Board of Clay County

February 3, 2022 - Regular School Board Meeting

Title

Recognition of 2021-2022 School Related Employee of the Year and Teacher of the Year Finalists

Description

Recognizing the finalists for School Related Employee of the Year and Teacher of the Year

Gap Analysis**Previous Outcomes****Expected Outcomes**

Recognizing the School Related Employee of the Year and Teacher of the Year Finalists

Strategic Plan Goal

5.1.11 Develop and implement a school and district-wide employee recognition program.

Recommendation

Recognition only.

Contact

Bonnie O'Nora, Board Assistant, bonnie.onora@myoneclay.net

Financial Impact

None

Review Comments**Attachments**

School Board of Clay County

February 3, 2022 - Regular School Board Meeting

Title

Ceremonial Signing of the Ratified Clay County Education Association Contract

Description

Ceremonial signing of the fully ratified contract between the Clay County Education Association and the Clay County School Board.

Gap Analysis**Previous Outcomes****Expected Outcomes****Strategic Plan Goal****Recommendation**

Ceremonial signing of contract by Mrs. Victoria Kidwell, (President of CCEA) and Mrs. Mary Bolla (Chairwoman of the Clay County School Board).

Contact

Brenda G. Troutman, Assistant Superintendent of Human Resources, (904) 336-6701, brenda.troutman@myoneclay.net

Financial Impact

\$1,800,000.00

Review Comments**Attachments**

School Board of Clay County

February 3, 2022 - Regular School Board Meeting

Title

Ceremonial Signing of the Ratified Clay Educational Staff Professional Association Contract

Description

Ceremonial signing of the fully ratified contract between the Clay Educational Staff Professional Association and the Clay County School Board.

Gap Analysis**Previous Outcomes****Expected Outcomes****Strategic Plan Goal****Recommendation**

Ceremonial signing of contract by Mr. Lonnie Roberts, (President of CESPA) and Mrs. Mary Bolla (Chair of the Clay County School Board).

Contact

Brenda G. Troutman, Assistant Superintendent of Human Resources, (904) 336-6701, brenda.troutman@myoneclay.net

Financial Impact

\$ 2,800,000.00

Review Comments**Attachments**

School Board of Clay County

February 3, 2022 - Regular School Board Meeting

Title

Career and Technical Education Presentation

Description

Every February, the CTE community celebrates CTE Month to raise awareness of the role that CTE has in readying our students for careers and college. CTE Month is also a time to recognize and celebrate the CTE community members' achievements and accomplishments nationwide. There will be a 5-7 minute presentation.

Gap Analysis

This presentation will highlight Career and Technical Education programs offered in Clay County Schools.

Previous Outcomes

N/A

Expected Outcomes

The citizens of Clay County will have an enhanced understanding of CTE programs offered in Clay County Schools.

Strategic Plan Goal

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

Recommendation

N/A

Contact

Roger Dailey, Chief Academic Officer; roger.dailey@myoneclay.net; 940-336-6904

Financial Impact

None

Review Comments**Attachments**

School Board of Clay County

February 3, 2022 - Regular School Board Meeting

Title

C1 - Minutes of School Board Workshop on December 14, 2021; Student Discipline Hearings and Regular Meeting on January 6, 2022

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 Dec 14 Workshop.pdf](#)
- 📎 [2022 Jan 6 Student Hearings.pdf \(Confidential\)](#)
- 📎 [2021 Jan 6 Regular Mtg.pdf](#)



School Board of Clay County

District Multi-Purpose Center, Corner Walnut St. and Gratio Place, Green Cove Springs, FL

December 14, 2021 - School Board Workshop

Date: Dec 14 2021 (9:00 a.m.)

Invocation (Beth Clark)

Call to Order (Present: Janice Kerekas, 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 January 6, 2022

[January-6-2022-regular-school-board-meeting_agenda_packet.pdf](#)

Minutes:

Presentations & Recognitions:

- Schools Recognized as Model Schools for Positive Behavioral Interventions and Support - no discussion;
- Recognition of 2021-2022 School-Related Employee of the Year and Teacher of the Year Semi-Finalists - no discussion;
- Recognition of Academic Team Champions - no discussion;

Consent Agenda:

- C1 Minutes of Student Discipline Hearings and Regular Meeting on December 9, 2021 - no discussion;
- C2 Controlled Open Enrollment (COE) Plan for the 2022-2023 School Year - no discussion;
- C3 2022 Exceptional Student Education Extended School Year (ESY) Calendar - no discussion;
- C4 Personnel Consent Agenda - no discussion;
- C5 Ratification of the 2022-2024 Master Contract between the Clay County Education Association and the Clay County School Board - brief discussion re the bargaining and ratification process;
- C6 Ratification of the 2021-2022 Amendment to the 2020-2022 Master Contract between the Clay Educational Staff Professional Association and the Clay County School Board - salaries continue to increase above mandated minimum wage;
- C7 K-12 Academic Services Out of State and Overnight Student Travel - no discussion;
- C8 Amendment to the 2021-22 Dual Enrollment Articulation Agreement Between the School Board of Clay County and District Board of Trustees St. Johns River State College - no discussion;
- C9 Approval to Advertise the Adoption and Set the Public Hearing for March 3, 2022 of 2022 6-12 Mathematics Materials - brief discussion confirming the availability of proposed materials for public viewing;
- C10 Proposed Allocation Changes for 2021-22 - no discussion;
- C11 Monthly Financial Reports for November, 2021 - no discussion;
- C12 Budget Amendment Report for October 31, 2021 - no discussion;
- C13 Budget Amendment Report for November 30, 2021 - no discussion;
- C14 Deletion of Certain Items Report - December, 2021 - routine surplus of items;
- C15 BID Renewal - no discussion;
- C16 Facilitron, Inc Online Facilities Rental Storefront Agreement - discussion following presentation;
- C17 Pre-Qualification of Contractors - no discussion;

- C18 Final (Phase III) Plans and Specifications for Spring Park Elementary School (Previously Elementary School "R") - Spring Park Elementary is on track for groundbreaking in April;
- C19 Approval of the Interlocal Agreement between Clay County, Florida and the School Board of Clay County, Florida for the shared use of Pond 4A-2 related to the Sandridge Road Improvements at Lake Asbury Elementary and Lake Asbury Junior High Schools - agreement would move retention pond, increase parking, and improve traffic flow around the two affected schools;

Discussion Agenda:

- D1 2022 Legislative Priorities - Board Members engaged in in-depth discussion re the identification of the Clay County School Board's Legislative Priorities for 2022, the delivery model/presentation of those priorities, incorporating past experiences and successes into their decision to strategically identify several vs numerous priorities, addressing each priority with specificity and providing visual data demonstrating the need and benefit to students. Focus will be given to career and technical education, funding, and workforce needs for students;
- D2 Human Resources Special Action - no discussion;
- D3 BID Renewal - no discussion.

2. SaferWatch Presentation

Minutes:

Stephen Mills, Supervisor of Safety and Security, gave an informational presentation re SaferWatch, a web and mobile-based security system designed to provide enhanced security for both schools and individuals. Use of the SaferWatch mobile app would empower users to report an incident as it is happening and would allow for two-way communication during emergency situations. This system would augment, not replace, current communication between schools, employees, and law enforcement.

3. Facilitron Presentation

Minutes:

Dr. Susan Legutko, Assistant Superintendent of Business Affairs, introduced Trent Allen, who provided a virtual presentation of Facilitron, a facilities management company that would work to assist CCDS with a facilities management program, alleviating workload from principals and school personnel and providing greater accountability. The program offers an aggregate facilities calendar to allow efficient facilities rentals and maintenance in one place. The program would partner with district staff by offering services as an extension to the district, handling customer support, verifying insurance, communications, payment collections, refunds, and data analytics.

Mrs. Kerekes questioned whether there is a need to adjust the pricing for facility use to accommodate the 10% fee for this service, and Dr. Legutko advised she does not see a need to revise fees at this point. Current fees for facility use have provided the necessary funds to support the added expense of police, custodians, and added utility expenses. It is expected that Facilitron would assist the schools with time management and provide consistency with policies, insurance requirements, and certifications.

Questions from the Audience (None)

Superintendent Comments

4. Superintendent Comments

Minutes:

Superintendent Broskie noted that an executive session would be held immediately following the conclusion of this meeting.

School Board Comments

5. School Board Member Comments

Minutes:

Board members extended well wishes for the holiday season, and Mrs. Bullock noted that one of the winners (most original) in a recent parade was a CCDS bus.

Mrs. Bolla noted that Ethan Caren, Director of Information and Technology Services, is working with AgendaPlus to implement added feature(s) suggested by board members to the Board's current software.

Mrs. Bolla also proposed, and the board discussed, addressing current Board Member Committee Assignments, to review, consolidate if possible, and provide additional information relative to the duties of each assignment. Mrs. Kerekes encouraged at least an every two-year rotation of duties.

Tools4Schools will be relocating from Orange Park Junior High to Garber Automall in Green Cove Springs to provide additional space and greater accessibility for all district teachers. The next event will be held on January 3, 2022 and will be advertised and communicated to teachers.

Adjournment (10:45 a.m.,)

Superintendent

Board Chair

DRAFT

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

January 6, 2022 - Regular School Board Meeting

Date: Jan 06 2022 (6:00 p.m.)

Student Showcase (Lakeside Elementary Chorus (Rebekah Gaylor, Music Teacher))

Invocation (Pastor Russell Franklin, Hickory Grove Baptist Church, Green Cove Springs)

Pledge of Allegiance

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

Recognitions and Awards

1. Schools Recognized as Model Schools for Positive Behavioral Interventions and Support

Minutes:

Superintendent Broskie recognized schools earning the Resilience Award for the 2020-2021 School Year from the Florida Positive Behavioral Interventions and Supports (PBIS) Committee. These schools successfully implemented a school-wide systematic approach to teaching and managing behavior to provide ongoing academic, social, and behavioral supports within every unique classroom.

- Doctors Inlet Elementary
- Keystone Heights Elementary
- Tynes Elementary
- Wilkinson Elementary
- Oakleaf High

2. Recognition of 2021-2022 School Related Employee of the Year and Teacher of the Year Semi-finalists

[Semifinalists Presentation.pdf](#)

Minutes:

Makayla Buchanan, Executive Director of Clay Educational Foundation, recognized the following Teacher of the Year and School-Related Employee of the Year semifinalists for 2021-2022:

Teacher of the Year Semifinalists:

- Anita Whitin (Coppergate Elementary)
- Ashley Hicks (Discovery Oaks Elementary)
- Kristen Tully (Fleming Island Elementary)
- Melissa Matz (Lakeside junior High)
- Jordan Hobbs (Middleburg High)
- Stephanie Navarro (Plantation Oaks Elementary)
- Bradley Garner (RideOut Elementary)

- Jesseca Compertore (Shadowlawn Elementary)
- Cheryl Saoud (W. E. Cherry Elementary)
- Kathryn Wright (Wilkinson Elementary)

School-Related Employee of the Year Semifinalists:

- Jacquelin Edwards (Clay Hill Elementary)
- Melissa Holt (Fleming Island Elementary)
- Molly McNeill (Fleming Island High)
- Josephine Cayan (Grove Park Elementary)
- Rebecca Triplett (Middleburg High)
- Tami Shumway-King (Oakleaf Village Elementary)
- Martina Moore (Oakleaf High)
- Gretta Gillis (Swimming Pen Creek Elementary)
- Erica Terry (Ridgeview High)
- Shannon Benedict (Wilkinson Junior High)

3. Recognition of Academic Team Champions

Minutes:

Treasure Pickett, Director of K-12, recognized the following Academic Team Champions:

Junior High Division Champions (Lakeside Junior High), Coach - Richard Maly

- Cody Jernigan
- Garrett Johnson
- Kennedy Keuning
- Alex Kirk
- Conner McClelland
- Anatalia Moya
- Sarah Page
- Reece Schirmer
- Hayden Skrzypczak
- Kristal Torres

Junior Varsity District Champions (Middleburg High), Coach - Collin Markum

- Joshua Millwood
- Mia Utsler
- Tyler Collins
- Lily Phillips
- Rhemy Wheeler
- Seth Straub

High School Varsity District Champions (Oakleaf High), Coach - Gregory Martin

- Joseph Antonacci
- Sarah Motley
- Veronica Ramos
- Elvin Si
- George Shearer
- Reagan Gorton
- Rebekkah Hudson
- Haley Copeland
- Haley Graham
- Marshall Walton
- Olivia Votava
- Aidan Papke
- Colin Milbrandt
- Caylin Volpe

- Sophia Cherkashyna
- Haley Euwema

Superintendent Broskie also recognized Kenneth Remsen, Academic Team District Coach for the dedicated service with which he has supported the academic team.

Presenters (None)

School Showcase (Lakeside Elementary (Dawn Wolfe, Principal))

Presentations from the Audience (Public Comment)

[4. Public Comment](#)

Minutes:

There were no public speakers.

Consent Agenda

Superintendent

[5. C1 - Minutes of Student Discipline Hearings and Regular Meeting on December 9, 2021](#)

[2021 Dec 9 Regular Mtg.pdf](#)

2021 Dec 9 Student Hearings.pdf (Confidential)

[6. C2 - Controlled Open Enrollment \(COE\) Plan for the 2022-2023 School Year](#)

[Clay County District Schools COE Plan 2022-23 SY.pdf](#)

[7. C3 - 2022 Exceptional Student Education Extended School Year \(ESY\) Calendar](#)

[Extended School Year Services \(ESY\) 2022 Summer Calendar.pdf](#)

Human Resources

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

[Personnel Consent Agenda 1.6.2022 \(4\).pdf](#)

[9. C6 - Ratification of the 2021-2022 Amendment to the 2020-2022 Master Contract between the Clay Educational Staff Professional Association and the Clay County School Board](#)

[2021-2022 CESA Ratification Summary \(2\).pdf](#)

[10. C5 - Ratification of the 2022-2024 Master Contract between the Clay County Education Association and the Clay County School Board](#)

[2021-2022 CCEA Ratification Summary.pdf](#)

Instruction-Academic Services

[11. C7 - K-12 Academic Services Out of State and Overnight Student Travel](#)

[Jan 2022 - Student Travel.pdf](#)

[12. C8 - Amendment to the 2021-22 Dual Enrollment Articulation Agreement Between the School Board of Clay County and District Board of Trustees St. Johns River State College](#)

[Jan 2022 - Amendment to 2021-22 SJRSC Dual Enrollment Agreement.pdf](#)

[Executed Amendment to 21-22 SJRSC Dual Enrollment Agreement.pdf](#)

Instruction-Adult Education

[13. C9 - Approve an Addendum to an Educational Affiliation Agreement between St. Vincent's Health System, Inc and The School Board of Clay County, Florida.](#)

[Addendum St. Vincent's.pdf](#)

[Executed Addendum St. Vincent's Health.pdf](#)

Instruction-Instructional Resources

[14. C10 - APPROVAL TO ADVERTISE THE ADOPTION AND SET THE PUBLIC HEARING FOR March 3, 2022 OF 2022 6-12 MATHEMATICS MATERIALS](#)

[2022 6-12 Mathematics Adoption NOTICE OF APPROVAL TO ADVERTISE SB Policy \(2\).pdf](#)

[6-12 Math Adoption - Links to publisher materials.pdf](#)

Business Affairs

[15. C11 - Proposed Allocation Changes for 2021-22](#)

[21 22 Allocation Summary - January 6, 2022.pdf](#)

Business Affairs-Accounting

[16. C12 - Monthly Financial Reports for November, 2021](#)

[November 2021 Board Monthly Financial Report.pdf](#)

[November 2021 Board Monthly Property Report.pdf](#)

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

[17. C13 - Budget Amendment Report for October 31, 2021](#)

[Budget Amendment October 2021.pdf](#)

[18. C14 - Budget Amendment Report for November 30, 2021](#)

[Budget Amendment November 2021.pdf](#)

Business Affairs-Property

[19. C15 - Deletion of Certain Items Report - December, 2021](#)

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

Business Affairs-Purchasing

[20. C16 - BID Renewal](#)

[21. C17 - Facilitron, Inc. Online Facilities Rental Storefront Agreement](#)

[220055 Facilitron Agreement SIGNED by Facilitron on 11 19 2021 & Addendum A SIGNED 10 6 2021.pdf](#)

[Executed Facilitron Contract #220055.pdf](#)

Operations-Facilities

[22. C18 - Pre-Qualification of Contractors](#)

[Table for Board Backup Contractor Prequal, 1.6.22.pdf](#)

[23. C19 - Final \(Phase III\) Plans and Specifications for Spring Park Elementary School \(Previously Elementary School "R"\)](#)

[24. C20 - Approval of the Interlocal Agreement between Clay County, Florida and the School Board of Clay County, Florida for the shared use of Pond 4A-2 related to the Sandridge Road Improvements located at Lake Asbury Elementary and Lake Asbury Junior High schools](#)

[Sandridge Road Interlocal Agreement Map.pdf](#)

Adoption of Consent Agenda

[25. Adoption of Consent Agenda](#)

Motion

Motion to Adopt Consent Agenda

Vote Results (*Approved*)

Motion: Janice Kerekes

Second: Tina Bullock

Janice Kerekes

- Aye

Ashley Gilhousen

- Aye

Mary Bolla

- Aye

Tina Bullock

- Aye

Beth Clark

- Aye

CCEA Update (Victoria Kidwell)

CESPA Update (Lonnie Roberts)

Superintendent's Update and Presentations

[26. Superintendent's Update](#)

[SB Superintendent's Update 1-6-2022.pdf](#)

Minutes:

Superintendent Broskie shared the attached visual presentation highlighting the following:

- Back to School for the Second Semester
- School of the Month Nominations
- Controlled Open Enrollment for School 2022 - 2023
- Graduation Rate for 2020 - 2021
- COVID-19 Protocols for 2021 - 2022

Discussion Agenda

Superintendent

[27. D1 - 2022 Legislative Priorities](#)

[2022 Legislative Priorities.pdf](#)

Minutes:

A motion to approve 2022 Legislative Priorities was made by Mrs. Gilhousen, seconded by Mrs. Clark. Following board member discussion, Mrs. Gilhousen and Mrs. Clark rescinded their motions and an amended motion was made.

Board members discussed and instructed a revision to be made relative to the first bullet point under Career and Technical Education, revising the salary amounts of this bullet point to be reflected "as an example" in order to provide greater clarity.

Alice Paulk, Supervisor of Career and Technical Education, provided additional information re the proposed work-based learning programs, indicating that the programs proposed have been under discussion for several years and flowed from a comprehensive local needs assessment.

Discussion also included the feasibility of a cosmetology program, the expansion of career dual-enrollment through a local technical college, and the need to be equitable with the academies throughout the district.

Motion

Motion to Approve 2022 Legislative Priorities with the added language of "for example" in the first CTE bullet point, referencing salary amounts

Vote Results (Approved)

Motion: Ashley Gilhousen

Second: Beth Clark

Janice Kerekes

- Aye

Ashley Gilhousen

- Aye

Mary Bolla

- Aye

Tina Bullock

- Aye

Beth Clark

- Aye

Human Resources

28. D2 - Human Resources Special Action A

Special Action A 1.6.2022 (1).pdf (Confidential)

Motion

Motion to Approve Human Resources Special Action A

Vote Results (Approved)

Motion: Janice Kerekes

Second: Beth Clark

Janice Kerekes

- Aye

Ashley Gilhousen

- Aye

Mary Bolla

- Aye

Tina Bullock

- Aye

Beth Clark

- Aye

29. D3 - Human Resources Special Action B

Minutes:

There was no Human Resources Special Action B.

~~30. D4 - Human Resources Special Action C~~

~~31. D5 - Human Resources Special Action D~~

Business Affairs-Purchasing

32. D6 - RFP Renewal

Minutes:

Mrs. Gilhousen provided CE Form 8A Memorandum of Voting Conflict for State Officers and recused herself from voting on this item.

Motion

Motion to Approve RFP Renewal

Vote Results (Approved)

Motion: Beth Clark

Second: Tina Bullock

Janice Kerekes

Ashley Gilhousen

Mary Bolla

Tina Bullock

Beth Clark

- Aye

- Abstain

- Aye

- Aye

- Aye

School Board Attorney Remarks (None)

School Board Member Remarks

[33. School Board Member Comments](#)

Minutes:

Board members expressed understanding of current workforce and compensation challenges, congratulations to employees and students recognized at this meeting, appreciation for the new teacher supply venue made possible by Clay Educational Foundation and Garber Automall, gratitude for successful bargaining sessions, and current opportunities to attend music-related student events throughout January.

Adjournment (7:30 p.m.)

Superintendent of Schools

School Board Chair

School Board of Clay County

February 3, 2022 - 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

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 2.3.2022.pdf](#)

DIVISION OF HUMAN RESOURCES
PERSONNEL CONSENT AGENDA
February 3, 2022
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I. Administrative Actions

A. APPOINTMENT

<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
CUNNINGHAM, SHERIE RENEE FNS MANAGER FOOD SERVICES INTE CAFETERI	Food & Nutrition Svc	Effective 2022-01-03 CAFETERI / Annual
TAYLOR, ANN I AREA MANAGER, TRANSPORTATION 12 MONTH	Transportation	Effective 2022-01-13 12 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**C. RE-DESIGNATION**

<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>
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I. Administrative Actions

E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

<u>Name/Assignment</u>	<u>Site</u>	<u>Effective/Action</u>
CUNNINGHAM, SHERIE RENEE LAE CAFE ASSISTANT 6.75 HOURS 9 MON CA	Food & Nutrition Srvc	Effective 2021-12-16 RESIGNATION
HANS, PHILIP LOUIS MNT DIRECTOR, MAINTENANCE 12 MONTH	OPERATIONS	Effective 2022-03-31 RETIREMENT
POMPEY, SHARON A BAF COOR PAYROLL ACTIVITIES 12 MONTH	Business Affairs	Effective 2022-03-25 RESIGNATION

I. Administrative Actions

F. SUPPLEMENT

<u>Name/Assignment</u>	<u>Site</u>	
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II. JOB DESCRIPTION ACTIONS

A. Certificated - Approve the following job descriptions:

REVISED:

L-2.1.02 - School Counselor

This job description is being revised to reflect a conceptual shift from guidance counseling to school counseling . In 2013, Florida Legislation HB #801 officially recognized the preferred use of certified school counselor instead of guidance counselor. The revised duties and responsibilities of the professional school counselor reflects counseling, coordinating, consulting, curriculum planning, and delivery skills to implement their comprehensive program and support the academic, social/emotional, and post-secondary needs of students. The revised job description is aligned to ASCA professional standards for school counselors and the student standards based on mindsets and behaviors for success.

Job Locator: L-2.1.02

Title: School Counselor

Position Grade: Teacher Salary Schedule

Evaluated By: Principal

Job Description:

The School Counselor is directly responsible to the Principal. The Certified School Counselor provides leadership in the school through the implementation of a comprehensive, data-driven school counseling program aligned with the district and school's mission to promote academic, social/emotional, and college/career development, while ensuring equity and access for all students. School Counselors are responsible for guiding student success, promoting a positive school climate, leadership, and advocacy. The School Counselor is directly responsible to the Principal.

Responsibilities and duties of this position include:

1. ~~Plan and develop~~ Designs and implements a data-driven, comprehensive the school counseling program of the school for all students that promote students' development of learning skills, social skills, self-management, and college/career readiness skills.
2. ~~Provide the opportunity for individual and group counseling to all students.~~ Provides direct services to all students that include, but not limited to, individual counseling and student planning, classroom lessons, small group counseling, and preventative and responsive services.
3. Provides indirect services on behalf of students that include, but not limited to, referrals for additional assistance and consultation/collaboration with parents, teachers, administrators, and other stakeholders to create a learning environment promoting educational equity, access, and success for every student.
4. ~~Provide leadership and consultation in the school's program of pupil appraisal.~~ Uses the skills of leadership, advocacy and collaboration to improve the academic, social/emotional, and post-graduate success of all students.
5. ~~Provide assistance to students and parents in educational and occupational planning for the student.~~ Supports educational and mental health services through preventative and tiered intervention strategies.
6. Coordinate and initiate referrals of students to other specialists in student services and to public and private agencies and in the community. Collaborates with both school based and community providers to enhance student access to resources.
7. ~~May serve as a consultant for ESE screenings, staffing, and follow-up procedures.~~ Collaborates and consults with school and itinerant staff and exceptional student services in the analysis of student performance data to facilitate appropriate placements and in the development of effective plans for improving academic, social/emotional, and post-graduate outcomes for students.
8. ~~Provide placement services to students by assisting them in making appropriate choices of school~~

~~subjects/courses of study, and in making transitions from one school level to another, one school to another, and from school to employment.~~ Assists students in making appropriate choices of school courses of study, in making transitions from one school level to another, and in exploring post-secondary options.

9. Consults with parents/guardians to support the social/emotional, educational, and occupational well-being of all students. ~~and act as a resource person on the growth and development of their children.~~
10. ~~Work closely with members of the administrative/teaching staff to the end that all school resources are directed toward meeting individual students' needs.~~ Collaborates with the school leadership team to ensure that school resources are directed toward meeting students' needs that promote the social/emotional and academic development of all students.
11. ~~Assist in disseminating research findings to school staff members.~~ Participates in training programs and district provided professional development as assigned or appropriate to keep abreast of current practices, community opportunities, district initiatives and programs, and legal issues. This information is disseminated to school leaders and staff as needed.
12. ~~Interpret counseling and guidance services of the school to school staff members, parents, and community.~~ Communicates school counseling services and programs to school staff, parents, and community.
13. Reviews and disaggregates achievement, attendance, behavior, graduation, and post-secondary data to identify and implement interventions, advance student outcomes, and promote equity and access.
14. Uses legal and ethical decision-making based on standards and principles of the school counseling profession and educational systems, including district and building policies.
15. Utilizes technology effectively and efficiently in the school counseling program.
16. Twelve (12) Month school counselors/department leads may be responsible for supervising the school counseling department and implementing the guidance program. implement program goals, disseminate professionally relevant information, and provide basic leadership and guidance to school counselors in a school counseling department.
17. Perform other such duties as requested assigned by the Principal.
18. ~~May plan with Occupational Specialists to implement their program.~~ (Secondary Only)

Required Qualifications:

1. ~~Currently possess, or eligibility to receive a valid Florida Educator's Certificate with certification in guidance and counseling.~~ Holds or be eligible for a Florida Department of Education certificate in school counseling as specified in Administrative Rule 6A.4.0181.
2. A master's or higher degree with a graduate major in guidance and counseling or school counseling or a master's or higher degree with a graduate major in counseling.

3. Strong interpersonal and organizational skills, and the ability to communicate and work well with others.

Desired Qualifications:

1. Skills in human relations and public relations.
2. Demonstrates the ability to support student achievement, social/emotional development, and college/career readiness.
3. Knowledge of Clay County curriculum. (Including exceptional student education and vocational education)
4. School counseling or mental health counseling experience.
5. Two (2) years teaching experience.

Revised: 01/18/1990

Revised: 11/16/1999

Revised: 06/20/2002

Revised: 08/18/2016

Pending School Board Approval: 02/03/2022

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III. Instructional Actions

A. APPOINTMENT

<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
ACREE, CHAD D ROE TEACHER, SC, SIXTH GR 10 MONTH	Rideout Elementary	Effective 2022-01-04 10 MONTH / interim
ACREE, JENNIFER L ROE TEACHER, SC, FIFTH GR 10 MONTH	Rideout Elementary	Effective 2022-01-04 10 MONTH / interim
BANKS, KATHLEEN E SBJ TEACHER, SC, SIXTH GR 10 MONTH	S. Bryan Jennings Elementary	Effective 2022-01-11 10 MONTH / interim
CHILDRESS, JANICE ANN LES TEACHER, SC, THIRD GR 10 MONTH	Lakeside Elementary	Effective 2022-01-04 10 MONTH / interim
CIRILLO, STEFANIE ELLEN CHS TEACHER, VE/INCLUSION 10 MONTH	Clay High	Effective 2021-12-10 10 MONTH / Instructional Probationary Annual
COLLINS, JUDY M OPJ TEACHER, SOC STUD, JH 10 MONTH	Orange Park Jr High	Effective 2021-12-10 10 MONTH / Instructional Probationary Annual
COURSEY, ALMA SEVILLA DIS TEACHER, SC, KINDERGARTEN 10 MONTH	Doctors Inlet Elementary	Effective 2022-01-03 10 MONTH / Professional Services
CULLIVER, JARROD PATRICK TES TEACHER, SCIENCE RESOURCE 10 MONTH	Tynes Elementary	Effective 2021-12-09 10 MONTH / Instructional Probationary Annual
DASKAWISZ, MAEGAN A POE TEACHER, SC, FIRST GR 10 MONTH	Plantation Oaks Elementary	Effective 2022-01-11 10 MONTH / interim
DEMARAIS, THOMAS J OPJ TEACHER, SCIENCE, JH 10 MONTH	Orange Park Jr High	Effective 2022-01-03 10 MONTH / interim
FRANKLIN, BRITTANY ANNE TES TEACHER, SC, KINDERGARTEN 10 MONTH	Tynes Elementary	Effective 2021-12-08 10 MONTH / Instructional Probationary Annual
FRYER, DISHANTE E GPE TEACHER, SC, FOURTH GR 10 MONTH	Grove Park Elementary	Effective 2022-01-11 10 MONTH / interim
GAMBOA, YVETTE TBE TEACHER, VE SELF- CONTAINED 10 MONTH	Thunderbolt Elementary	Effective 2021-12-07 10 MONTH / Instructional Probationary Annual
HILL, WILLIAM HUNTER CHS TEACHER, SOC STUD, SH 10 MONTH	Clay High	Effective 2022-01-04 10 MONTH / interim
KUCHTA-DONOHUE, BREANNA MARIE AES TEACHER, SC, FIFTH GR 10 MONTH	Argyle Elementary	Effective 2021-12-09 10 MONTH / Instructional Probationary Annual
LUCAS, AIMEE COLLEEN POE COUNSELOR, ELEM 10 MONTH	Plantation Oaks Elementary	Effective 2021-12-13 10 MONTH / Instructional Probationary Annual
MCWILLIAMS, JAIMIE LEE SBJ TEACHER, ART, ELEM 10 MONTH	S. Bryan Jennings Elementary	Effective 2022-01-04 10 MONTH / interim

III. Instructional Actions

A. APPOINTMENT

<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
NASSER, BOUCHRA OHS TEACHER, MATHEMATICS, SR 10 MONTH	Oakleaf High School	Effective 2022-01-04 10 MONTH / interim
PARRISH, LINDI RACHELLE TBE TEACHER, SC, KINDERGARTEN 10 MONTH	Thunderbolt Elementary	Effective 2021-12-09 10 MONTH / Instructional Probationary Annual
POWELL, ARINTON D LES TEACHER, PHYSICAL ED EL 10 MONTH	Lakeside Elementary	Effective 2022-01-03 10 MONTH / interim
RAMOS, EMILY ANNE CEB TEACHER, SC, FIFTH GR 10 MONTH	Charles E. Bennett Elementary	Effective 2021-12-09 10 MONTH / Instructional Probationary Annual
ROBINSON, SARAH WELCH KHE TEACHER, SC, FIRST GR 10 MONTH	Keystone Heights Elementary	Effective 2021-12-06 10 MONTH / Instructional Probationary Annual
STARLING, KARSYN B MRE TEACHER, SC, FIRST GR 10 MONTH	Mcrae Elementary	Effective 2022-01-11 10 MONTH / interim
TROWBRIDGE, BEVERLY DEBERRY OPJ TEACHER, SCIENCE, JH 10 MONTH	Orange Park Jr High	Effective 2021-12-07 10 MONTH / Instructional Probationary Annual
VASILEIADIS, APOSTOLOS FIE TEACHER, AUTISM SPECTR DIS 10 MONTH	Fleming Island Elementary	Effective 2021-12-03 10 MONTH / Instructional Probationary Annual
WATKINS, DYLAN NICOLE WEC TEACHER, SC, THIRD GR 10 MONTH	W.E. Cherry Elementary	Effective 2021-12-06 10 MONTH / Instructional Probationary Annual
WILLIAMS, CASSANDRA LYNN CEB TEACHER, CURRICULUM COACH 10 MONTH	Charles E. Bennett Elementary	Effective 2021-12-13 10 MONTH / Instructional Probationary Annual
ZACZEK, ALLISON R SPC TEACHER, SC, KINDERGARTEN 10 MONTH	Swimming Pen Creek Elem	Effective 2022-01-11 10 MONTH / interim

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

	<u>Name/Assignment</u>	<u>Site</u>	<u>Previous Assignment</u>
	RODGERS PROPST, AMANDA OLJ COUNSELOR, JH 11 MONTHS 11 MONTH	Oakleaf Junior High School	Effective 2022-01-03 / redesignated from / OLJ COUNSELOR, JH 10 MONTHS / 10 MONTH
	RUELAS, KATHRYN EMILY K12 CURR SPEC 12 MO 12 MONTH	K-12 Academic Services	EFFECTIVE 07/26/2021 / TRANSFER FROM OPH TEACHER, SCIENCE, SH / 10 MONTH
	TAYLOR, TYKERA SHYNICE WJH COUNSELOR, JH 11 MONTH 11 MONTH	Wilkinson Jr High	Effective 2022-01-03 / redesignated from / WJH TEACHER, SOC STUD, JH / 10 MONTH
0.4	WOOD, KATHLEEN MARY CVA TEACHER, SUPP FACIL 10 MONTH	Clay Virtual Academy	Effective 2021-12-09 / redesignated from / CVA TEACHER, MATHEMATICS, SR / 10 MONTH
0.6	WOOD, KATHLEEN MARY TEACHER, K-3 10 MONTH	Clay Virtual Academy	Effective 2021-12-09 / redesignated from / CVA TEACHER, MATHEMATICS, SR / 10 MONTH

III. Instructional Actions

D. TRANSFER

	<u>Name/Assignment</u>	<u>Site</u>	<u>Previous Assignment</u>
	ALLEN, DEBORAH L DIS TEACHER, SC, FOURTH GR 10 MONTH	Doctors Inlet Elementary	Effective 2022-01-03 /transfer from / SBJ TEACHER, SC, SIXTH GR
	BLANK, JULIE LYNNETTE KHH TEACHER, VE/INCLUSION 10 MONTH	Keystone Heights High School	Effective 2022-01-03 /transfer from / KHE TEACHER, VE/INCLUSION
	DOBSON, JANET ALEXANDRA STS COUNSELOR, SH 11 MO 11 MONTH	CLIMATE AND CULTURE	Effective 2022-01-03 /transfer from / OPJ TEACHER, VE/INCLUSION
	GRAY, CIARRA L STS COUNSELOR, SH 11 MO 11 MONTH	CLIMATE AND CULTURE	Effective 2022-01-03 /transfer from / WJH COUNSELOR, JH 11 MONTH
	HATCHER, SUSAN ELIZABETH CVA COUNSELOR, SH 12 MO 12 MONTH	Oakleaf High School	Effective 2022-05-23 /transfer from / OHS COUNSELOR, SH 12 MO
	KIFFMEYER, MARYJANE ELIZABETH ELEM INST TRAINER/COACH 10 MONTH	Dept Of Elementary Education	Effective 2022-01-13 /transfer from / PES TEACHER, SC, KINDERGARTEN
	LEARY, KEVIN TIMOTHY HR INSTRU SPECIALIST, 12 MONTH 12 MONTH	Human Resources	Effective 2022-01-10 /transfer from / RLA CURRICULUM SPEC. 12 MO
	LOWRIE, JULIE ANN ESE STAFFING SPECIALIST 10 MO 10 MONTH	Exceptional Student Education	Effective 2022-01-03 /transfer from / MRE TEACHER, VE/INCLUSION
	MARTIN, ALEATHA ERICA OPJ TEACHER, CURRICULUM COACH 10 MONTH	Orange Park Jr High	Effective 2022-01-03 /transfer from / SLE TEACHER, SC, FIFTH GR
	MARTORANO, BROOKE NICOLE SPC TEACHER, SC, THIRD GR 10 MONTH	Fleming Island High School	Effective 2022-01-18 /transfer from / FIH TEACHER, FOREIGN LANG, SH
0.4	ORTEGA, ANDREA CLAIRE FIH TEACHER, SUPP FACIL 10 MONTH	Fleming Island High School	Effective 2022-01-10 /transfer from / SPC TEACHER, SC, THIRD GR
0.6	ORTEGA, ANDREA CLAIRE FIH TEACHER, VE/INCLUSION 10 MONTH	Fleming Island High School	Effective 2022-01-10 /transfer from / SPC TEACHER, SC, THIRD GR
	POOR, GOVINDA DEVIDASI ELE CURR SPEC 12 MO 12 MONTH	Dept Of Elementary Education	Effective 2022-01-04 /transfer from / ELEM INST TRAINER/COACH
	SADO, MICHELLE COLETTE READING COACH 10 MONTH	READING AND EARLY LITERACY	Effective 2022-01-03 /transfer from / FIH TEACHER, SUPP FACIL

III. Instructional Actions

E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Effective/Action</u>
	BLANFORD, MARIA T SBJ TEACHER, ART, ELEM 10 MONTH	S. Bryan Jennings Elementary	Effective 2021-12-10 CONCLUDE EMPLOYMENT
	BRAZIL, TERESA WRIGHT OLJ COUNSELOR, JH 11 MONTHS 11 MONTH	Oakleaf Junior High School	Effective 2021-12-10 RESIGNATION
	BURKE, ERIC W OPJ TEACHER, MATHEMATICS, JH 10 MONTH	Orange Park Jr High	Effective 2022-01-03 RESIGNATION
	CHILDRESS, JANICE ANN OPH CHILD CARE ASSISTANT LNG TRM	Lakeside Elementary	Effective 2022-01-03 RESIGNATION
	CORBELLI, JENNIFER MICHELLE OVE TEACHER, IND 10 MONTH	Oakleaf Village Elementary	Effective 2022-01-03 RESIGNATION
	COURSEY, ALMA SEVILLA KHE ASST PRINCIPAL EL 11 MOS 11 MONTH	Doctors Inlet Elementary	Effective 2021-12-17 RESIGNATION
	DOOLEY, SARAH E OPH TEACHER, SCIENCE, SH 10 MONTH	Orange Park High	Effective 2022-01-03 RESIGNATION
	DUNN, MEREDITH LEIGH WEC TEACHER, VE SELF- CONTAINED 10 MONTH	W.E. Cherry Elementary	Effective 2021-12-17 RESIGNATION
0.9	GAMBOA, YVETTE TBE BEHAVIORAL HEALTH ASST 9 MON SU	Thunderbolt Elementary	Effective 2021-12-06 RESIGNATION
	GOODRIDGE, JENNIFER JOY LJH TEACHER, VE SELF- CONTAINED 10 MONTH	Lakeside Junior High	Effective 2022-01-04 RESIGNATION
	GRIMSLEY, CONCETTA A RVE TEACHER, VE SELF- CONTAINED 10 MONTH	Ridgeview Elementary	Effective 2021-12-17 RESIGNATION
	HILGENBERG, KAMI SHEA ROE TEACHER, PRE-K 10 MONTH	Rideout Elementary	Effective 2022-01-03 RESIGNATION
	HRADIL, TIFFANY LEE ELE CURR SPEC 12 MO 12 MONTH	Dept Of Elementary Education	Effective 2022-01-03 RESIGNATION
	KALMUS, KRISTIN FARINA WES TEACHER, VE/INCLUSION LNG TRM	Wilkinson Elementary	Effective 2021-12-15 RESIGNATION
0.9	KUCHTA-DONOHUE, BREANNA MARIE OVE GENERAL ASSISTANT 9 MON SU	Argyle Elementary	Effective 2021-12-08 RESIGNATION
	LANDRUM, JENNIFER FRANCES INSTRUCTIONAL - CWL 10 MO LNG TRM	COUNTY-WIDE LEAVE	Effective 2021-12-31 RESIGNATION

III. Instructional Actions

E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

	Name/Assignment	Site	Effective/Action
	LANEHART, WENDY L GPE MEDIA SPECIALIST, ELEM 10 MONTH	Grove Park Elementary	Effective 2021-12-17 RESIGNATION
	LEWIS, ASHLEIGH M GPE TEACHER, SC, FOURTH GR 10 MONTH	Grove Park Elementary	Effective 2021-12-17 RESIGNATION
	LINDSEY, ANGIE DAWN CEB TEACHER, MUSIC, ELEM 10 MONTH	Charles E. Bennett Elementary	Effective 2022-01-03 RESIGNATION
	NOLAN, TRAVIS WILLIAM SPECIALIST, SEDNET 12 MONTH	SEDNET	Effective 2022-01-07 RESIGNATION
	OSBORNE, CHRISTINA MARIE KHH TEACHER, LANGUAGE ARTS, SH 10 MONTH	Keystone Heights High School	Effective 2022-01-03 RESIGNATION
	PALMER, MARY K AES COUNSELOR, ELEM 10 MONTH	Argyle Elementary	Effective 2021-12-17 RESIGNATION
	PISCH, REGINA C TBE TEACHER, SC, SIXTH GR 10 MONTH	Thunderbolt Elementary	Effective 2021-12-17 RESIGNATION
0.9	POWELL, ARINTON D OPH BEHAVIORAL HEALTH ASST 9 MON SU	Lakeside Elementary	Effective 2022-01-02 RESIGNATION
	RAMOS, EMILY ANNE CEB TITLE I ASSISTANT 9 MON SU	Charles E. Bennett Elementary	Effective 2021-12-08 RESIGNATION
	RAYNOLDS, VIRGINIA JO LEE ROE TEACHER, VE SELF- CONTAINED 10 MONTH	Rideout Elementary	Effective 2021-12-17 RESIGNATION
	REMSSEN, KENNETH MAYNARD CHS TEACHER, MATHEMATICS, SR 10 MONTH	Clay High	Effective 2022-01-03 RESIGNATION
	ROGERS, LAURA ELAINE MHS TEACHER, AGRICULTURE 11 MONTH	Middleburg High	Effective 2022-01-03 RESIGNATION
	SCHOENINGER, DEBRA PAIGE OPJ TEACHER, SUPP FACIL 10 MONTH	Orange Park Jr High	Effective 2022-01-03 RESIGNATION
	SCHWAB, GRANT WALTER KHH TEACHER, MATHEMATICS, JH 10 MONTH	Keystone Heights High School	Effective 2022-01-03 RESIGNATION
	SIMMONS, STEPHEN CHRISTOPHE ELEM INST TRAINER/COACH 10 MONTH	Dept Of Elementary Education	Effective 2022-01-03 RESIGNATION
0.6	SKRZYPEK, SARA R CVA TEACHER, MATHEMATICS, SR 10 MONTH	Clay Virtual Academy	Effective 2021-12-03 RESIGNATION
	SMITH, EDWIN L	Ridgeview High School	Effective 2022-01-03

III. Instructional Actions

E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

<u>Name/Assignment</u>	<u>Site</u>	<u>Effective/Action</u>
RHS TEACHER, INDUSTRIAL ED 10 MONTH		RETIREMENT
SUNDERLAND, ANGELA CHRISTINA POE TEACHER, SC, THIRD GR 10 MONTH	Plantation Oaks Elementary	Effective 2021-12-17 RESIGNATION
TAYLOR, JAMES M CHS TEACHER, SCIENCE, SH 10 MONTH	Clay High	Effective 2022-01-14 RETIREMENT
TROWBRIDGE, BEVERLY DEBERRY RVE CAFE ASSISTANT 5.5 HOURS 9 MON CA	Orange Park Jr High	Effective 2021-12-06 RESIGNATION
WEBBER, THOMAS R OHS TEACHER, SCIENCE, SH 10 MONTH	Oakleaf High School	Effective 2022-01-07 RESIGNATION
WEEKS, REBECCA LYNN SPC TEACHER, VE SELF- CONTAINED 10 MONTH	Swimming Pen Creek Elem	Effective 2022-01-03 RESIGNATION
WHITTAKER, JESSICA LYN KHH TEACHER, MATHEMATICS, SR 10 MONTH	Keystone Heights High School	Effective 2022-01-05 CONCLUDE EMPLOYMENT
WRIGHT, MELANIE DENICE CHS TEACHER, SOC STUD, SH 10 MONTH	Clay High	Effective 2021-12-17 RESIGNATION

III. Instructional Actions

F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	ABATE, ANTHONY T OPJ BASKETBALL HD JH SUPPLEME	Orange Park Jr High	Appointment
	ALLAIN-SHIPLEY, APRIL S ELE MATH FIELD DAY COOR SUPPLEME	Dept Of Elementary Education	Appointment
	ANDERSON, CHARLES R WJH TRACK HD JH SUPPLEME	Wilkinson Jr High	Appointment
	BASSLER, LARAMIE RICHELLE MHS TRACK HD SH SUPPLEME	Rideout Elementary	Resignation
0.5	BROWN, AVERY J LJH FOOTBALL ASST JH 25% SUPPLEME	Lakeside Junior High	Appointment
0.5	BROWN, AVERY J LJH FOOTBALL ASST JH 75% SUPPLEME	Lakeside Junior High	Appointment
	BRYANT, ONI YEASIER GPE ELEM PERF/PROD SUPPLEME	Grove Park Elementary	Appointment
	BURKE, ERIC W OPJ DEPT HEAD (6-10) SUPPLEME	Orange Park Jr High	Resignation
	BURRIS, TRACY G READING ENDORSEMENT SUPPLEME	Coppergate Elementary	Appointment
	CHANEY, MARCIA H OPJ DEPT HEAD (6-10) SUPPLEME	Orange Park Jr High	Appointment
	CUMBO, WAYNE ADDISON KHH BASEBALL ASST SH SUPPLEME	Keystone Heights High School	Appointment
	DAVIS, SUZANNE LAUREN WJH SOFTBALL FP ASST JH SUPPLEME	Tynes Elementary	Appointment
	EATON, DAKOTA EUGENE WJH TRACK HD JH SUPPLEME	Wilkinson Jr High	Resignation
0.5	FORTSON, ROBERT C CHS DOD ACADEMIC CH, STEM SUPPLEME	Clay High	Appointment
	GARRISON, JO D LEE GPE DEPT HD (3-5) SUPPLEME	Grove Park Elementary	Appointment
0.5	GARRISON, JO D LEE GPE DEPT HD (3-5) SUPPLEME	Grove Park Elementary	Appointment
	GRINER JR, BRUCE ALLEN CHS BASKETBALL ASST SH SUPPLEME	Clay High	Appointment
0.5	HALLSTEIN, CINDY MARIE GPE DEPT HD (3-5) SUPPLEME	Grove Park Elementary	Appointment
	HATCHER, SUSAN ELIZABETH OHS DEPT HEAD (11-16)	Oakleaf High School	Resignation

III. Instructional Actions

F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	SUPPLEME		
	HELLRUNG, AMANDA RUTH SBJ DEPT HD (3-5) SUPPLEME	S. Bryan Jennings Elementary	Appointment
	HRADIL, TIFFANY LEE ELE MATH FIELD DAY COOR SUPPLEME	Dept Of Elementary Education	Resignation
	ISOM, SHANNON DIONNE INST APPLICATION FACILITATOR SUPPLEME	Orange Park Jr High	Resignation
	LENTZ, BILLIE ANNE OHS PEER TEACHER SUPPLEME	Oakleaf High School	Appointment
	LOKEINSKY, KARA E FIH SOFTBALL FP ASST SH SUPPLEME	Coppergate Elementary	Appointment
	MACPHERSON, THOMAS KENNETH OPH FOOTBALL HD HS 25% SUPPLEME	Orange Park High	Resignation
	MACPHERSON, THOMAS KENNETH OPH WEIGHTLIFTING HD SH SUPPLEME	Orange Park High	Resignation
	MANN, MELISSA KHE ELEM PERF/PROD SUPPLEME	Keystone Heights Elementary	Appointment
	MARTIN, ALEATHA ERICA OPJ TITLE 1 SUP ED SUPPLEME	Orange Park Jr High	Appointment
	MARTIN, GREGORY WILLIAM K12 ACADEMIC COACH, DISTRICT SUPPLEME	Oakleaf High School	Appointment
0.5	MARTIN, MAUREEN ANN OHS DOD ACADEMIC CH, STEM SUPPLEME	Oakleaf High School	Appointment
	MAYNARD, PAUL RAYMOND GPE DISCRETIONARY SUPPLEME	Grove Park Elementary	Appointment
	NICHOLS, JAMES DANIEL FIH BASEBALL JV HD SH SUPPLEME	Fleming Island High School	Resignation
0.5	OCHOA, ANGELICA KHE ELEM PERF/PROD SUPPLEME	Keystone Heights Elementary	Resignation
0.5	PALMER, MARY K AES ESE INTERVENTION FAC. SUPPLEME	Argyle Elementary	Resignation
0.5	PIERSON, LISA MILDRED PES DOD ACADEMIC CH, STEM SUPPLEME	Robert M. Paterson Elementary	Appointment
0.5	POE III, JOHN D OHS DOD ACADEMIC CH, STEM SUPPLEME	Oakleaf High School	Appointment

III. Instructional Actions

F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	PORTOBANCO, GIORGIO FIH FOOTBALL HD JV 25% SUPPLEME	Fleming Island High School	Appointment
	PORTOBANCO, GIORGIO FIH FOOTBALL HD JV 75% SUPPLEME	Fleming Island High School	Appointment
	RANSOM, JOSHUA R FYA DEPT HEAD (6-10) SUPPLEME	FL Youth Challenge Academy	Appointment
0.5	RAYBECK, CARRIE A PES DOD ACADEMIC CH, STEM SUPPLEME	Robert M. Paterson Elementary	Appointment
	REMSSEN, KENNETH MAYNARD CHS DEPT HEAD (11-16) SUPPLEME	Clay High	Resignation
0.5	REMSSEN, KENNETH MAYNARD CHS DOD ACADEMIC CH, STEM SUPPLEME	Clay High	Resignation
	REMSSEN, KENNETH MAYNARD K12 STEM COACH, DISTRICT SUPPLEME	Clay High	Resignation
	RENFRO, ROBERT CHRISTIAN OPJ TITLE 1 SUP ED SUPPLEME	Orange Park Jr High	Resignation
	RICKETTS, TYLER A KHH BASEBALL JV HD SH SUPPLEME	Keystone Heights High School	Appointment
	ROCK, ERIN MICHELLE CEB TITLE 1 SUP ED SUPPLEME	Charles E. Bennett Elementary	Appointment
	SCHOENINGER, DEBRA PAIGE OPJ DEPT HEAD (6-10) SUPPLEME	Orange Park Jr High	Resignation
	SOUD, MARY M FIH PEER TEACHER SUPPLEME	Fleming Island High School	Appointment
	TUTTLE, JIMMY A FIH BASEBALL ASST SH SUPPLEME	Fleming Island High School	
	WILSON, SHARON HELENE CGE PEER TEACHER SUPPLEME	Coppergate Elementary	Appointment

III. INSTRUCTIONAL ACTIONS 2021-2022

G. PENDING APPOINTMENTS

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

DRAFT

III. INSTRUCTIONAL ACTIONS 2021-2022

H. OUT OF FIELD

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

DRAFT

A. SUMMER SCHOOL

Name/Assignment

Site

Effective Dates

NONE

DRAFT

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 2021-2022

A. SUBSTITUTE TEACHER APPROVAL

Appointments

NONE

DRAFT

VI. Support Actions

A. APPOINTMENT

	Name/Assignment	Site	Action/Effective
	BANGI, ROBERT BALADAD KHH CAFE ASSISTANT 3.5 HOURS 9 MON CA	Keystone Heights High School	Effective 2022-01-04 9 MON CA / Annual
	BOYLE, LORI JEAN PES REGISTERED NURSE 10 MONTH	Robert M. Paterson Elementary	Effective 2022-01-10 10 MONTH / Annual
0.9	CAGE, STACEY KAY LAE GENERAL HEALTH ASSISTA 9 MON SU	Lake Asbury Elementary	Effective 2022-01-07 9 MON SU / Annual
0.9	COLEMAN, JAMES ALBERT RVE BEHAVIORAL HEALTH ASST 9 MON SU	Ridgeview Elementary	Effective 2021-12-07 9 MON SU / Annual
	DEVERATURDA, RAUL JORGE CHS CUSTODIAN 12 MO SU	Clay High	Effective 2021-12-03 12 MO SU / Annual
	DONALDSON, ANGELA LYNN TRN BUS DRIVER TRANSPOR	Transportation	Effective 2021-11-15 TRANSPOR / Annual
0.9	DVORAK, MARIE K SPC BEHAVIORAL HEALTH ASST 9 MON SU	Swimming Pen Creek Elem	Effective 2022-01-04 9 MON SU / Annual
	GALLOWAY-OKELLEY, JENNIFER M TRN ESE ASST/BUS MONITOR TRANSPOR	Transportation	Effective 2021-09-04 TRANSPOR / Annual
	HURTADO, DIANA PRECILA TES CAFE ASSISTANT 4 HOURS 9 MON CA	Tynes Elementary	Effective 2021-12-14 9 MON CA / Annual
	JOHNS, BILLY L RHS CUSTODIAN 12 MO SU	Ridgeview High School	Effective 2021-12-13 12 MO SU / Annual
	JOHNSON, MADOLYN V SBJ TITLE I ASSISTANT 9 MON SU	S. Bryan Jennings Elementary	Effective 2021-12-07 9 MON SU / Annual
	KOKENY, MICHAEL B SCHOOL RESOURCE OFFICER 12 MO SU	School Police Department	Effective 2021-12-20 12 MO SU / AC Safety and Security
	LAW, SAVANNAH CLAIRE CEB SECRETARY 11 MO 11 MONTH	Charles E. Bennett Elementary	Effective 2022-01-11 11 MONTH / Annual
	LECLAIR, JUSTIN L POE CUSTODIAN 12 MO SU	Plantation Oaks Elementary	Effective 2022-01-07 12 MO SU / Annual
0.8	MACFARLAND, MELISSA SUE MRE IN SCHOOL SUSPENSION 9 MON SU	Mcrae Elementary	Effective 2022-01-07 9 MON SU / Annual
	MARBUT, JAMES ALLAN OHS CUSTODIAN 12 MO SU	Oakleaf High School	Effective 2022-01-07 12 MO SU / Annual
	MCGLAMERY, KEVIN DAVID TRN BUS DRIVER TRANSPOR	Transportation	Effective 2022-01-05 TRANSPOR / Annual

VI. Support Actions

A. APPOINTMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Action/Effective</u>
	MESSER, LILLIAN LORRAINE LJH CUSTODIAN 12 MO SU	Lakeside Junior High	Effective 2021-12-07 12 MO SU / Re-employed retiree, A/C support
	PEREZ, DENNIS TRN BUS DRIVER TRANSPOR	Transportation	Effective 2021-11-12 TRANSPOR / Annual
	PRIEST, AMY ANNE LAJ CAFE ASSISTANT 3.75 HOURS 9 MON CA	Lake Asbury Junior High School	Effective 2022-01-04 9 MON CA / Annual
	PRIOLEAU, VALERIE YVETTE SPC CUSTODIAN 12 MO SU	Swimming Pen Creek Elem	Effective 2022-01-04 12 MO SU / Annual
	PROCTOR, HEATHER MARIE MRE TITLE I ASSISTANT 9 MON SU	Mcrae Elementary	Effective 2022-01-07 9 MON SU / Annual
0.8	RHODES, ALLISON JOHNSON SLE IN SCHOOL SUSPENSION 9 MON SU	Shadowlawn Elementary	Effective 2021-12-15 9 MON SU / Annual
	SCHOEPPEY, YUKIKO ROE CAFE ASSISTANT 6 HOURS 9 MON CA	Rideout Elementary	Effective 2021-12-06 9 MON CA / Annual
0.8	SIGMON, KIMBERLY T KHE GENERIC CLASSROOM ASSISTAN 9 MON SU	Keystone Heights Elementary	Effective 2021-12-13 9 MON SU / Annual
0.9	SPELLINS, SHELBY AN BLC BEHAVIORAL HEALTH ASST 9 MON SU	Bannerman Learning Center	Effective 2021-12-13 9 MON SU / Annual
0.9	STANFORD, HEATHER MACKENZIE LAE BEHAVIORAL HEALTH ASST 9 MON SU	Lake Asbury Elementary	Effective 2021-12-09 9 MON SU / Annual
	SYDOW, JANICE CHS REGISTERED NURSE 10 MONTH	Clay High	Effective 2021-12-08 10 MONTH / Annual
	TREISCH, NENITA CEB CAFE ASSISTANT 3.5 HOURS 9 MON CA	Charles E. Bennett Elementary	Effective 2022-01-04 9 MON CA / Annual
	TROTIER, JENNIFER LYNNE DOE CAFE ASSISTANT 6.25 HOURS 9 MON CA	Discovery Oaks Elementary	Effective 2022-01-07 9 MON CA / Annual
	TURNER, AMBER RAYNE SPC GENERIC CLASSROOM ASSISTAN 9 MON SU	Swimming Pen Creek Elem	Effective 2021-12-17 9 MON SU / Annual
0.9	WALLEY, SANDRA ANN CEB GENERAL ASSISTANT 9 MON SU	Charles E. Bennett Elementary	Effective 2022-01-11 9 MON SU / Annual
	WARNER, SHELLIE BAUCOM TRN BUS DRIVER TRANSPOR	Transportation	Effective 2022-01-04 TRANSPOR / Annual

VI. Support Actions

A. APPOINTMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Action/Effective</u>
	WATERS, SUZANNE TRN BUS DRIVER TRANSPOR	Transportation	Effective 2021-11-29 TRANSPOR / Annual
	WEAVER, BELINDA KAY TRN BUS DRIVER TRANSPOR	Transportation	Effective 2021-11-15 TRANSPOR / Annual
0.9	WILSON, RACHEL ANNE CGE BEHAVIORAL HEALTH ASST 9 MON SU	Coppergate Elementary	Effective 2021-12-15 9 MON SU / Annual

VI. Support Actions

B. RE-APPOINTMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
0.9	BOYLES, APRIL DAWN MHS BEHAVIORAL HEALTH ASST 9 MON SU	Middleburg High	9 MON SU / Multi-Year Conditional
0.9	COOLEY, MYRTIE B KHH BEHAVIORAL HEALTH ASST 9 MON SU	Keystone Heights High School	9 MON SU / Annual
	DELANO, SHALAUNDA M MRE LICENSED PRAC NURSE 10 MONTH	Mcrae Elementary	10 MONTH / Multi-Year Conditional
	HINSON, WENDICE ANN SBJ LICENSED PRAC NURSE 10 MONTH	S. Bryan Jennings Elementary	10 MONTH / Multi-Year Conditional
0.9	LOPEZ, WENDY THERESE OHS GENERAL HEALTH ASSISTA 9 MON SU	Oakleaf High School	9 MON SU / Multi-Year Conditional
0.9	PARRETT, JENNIFER KRISTA OHS GENERAL HEALTH ASSISTA 9 MON SU	Oakleaf High School	9 MON SU / Multi-Year Conditional
0.9	TITCHENELL, JASMINE E OVE GENERAL HEALTH ASSISTA 9 MON SU	Oakleaf Village Elementary	9 MON SU / Annual

VI. Support Actions

C. RE-DESIGNATION

	<u>Name/Assignment</u>	<u>Site</u>	<u>Previous</u>
	GRENZOW, CHRISTINA ASHLEY PES LICENSED PRAC NURSE 10 MONTH	Robert M. Paterson Elementary	EFFECTIVE 2022-01-07 RE- DESIGNATE RESIGNATION FROM 2022-01-14
0.9	RAY, CHRISTIAN OLJ GENERAL HEALTH ASSISTA 9 MON SU	Oakleaf Junior High School	EFFECTIVE 2021-11-10 RE- DESIGNATE FROM OLJ GENERAL ASST

VI. Support Actions

D. TRANSFER

	<u>Name/Assignment</u>	<u>Site</u>	<u>Previous</u>
0.9	ALVES, AIREN M OHS GENERAL HEALTH ASSISTA 9 MON SU	Oakleaf High School	Effective 2022-01-04 /transfer from / OHS CUSTODIAN
	AMBIELLI, STEFANI LYNN SPC PRINCIPAL SECRETARY CONFIDEN	Swimming Pen Creek Elem	Effective 2022-01-10 /transfer from / WJH SECRETARY 11 MO
	ASHWOOD, PHYLLIS D ITS DATA SERVICES ASSISTANT 12 MO SU	INFORMATION AND TECH SERVICES	Effective 2021-12-13 /transfer from / TES ST RECORD SEC 12 MO
	BLODGETT, LESLIE HOWARD MNT ROOFER 12 MO SU	Division of Support Svcs	Effective 2022-01-10 /transfer from / MHS CUSTODIAN
0.9	BRADY, BRITTANY MARIE OVE GENERAL ASSISTANT 9 MON SU	Oakleaf Village Elementary	Effective 2021-12-03 /transfer from / OVE BEHAVIORAL HEALTH ASST
	BRYANT, SHACOURTNEY NICOLE GCJ SCHOOL SEC ADMINISTRATION 10 MONTH	Green Cove Springs Junior High	Effective 2022-01-18 /transfer from / GCJ CAFE ASSISTANT 3.5 HOURS
	CARTER, CATHERINE E GCJ SECRETARY 11 MO 11 MONTH	Green Cove Springs Junior High	Effective 2022-01-03 /transfer from / GCJ SCHOOL SEC ADMINISTRATION
	CHALKER, TAMMY LYNNE ITS DATA SERVICES ASSISTANT 12 MO SU	INFORMATION AND TECH SERVICES	Effective 2021-12-13 /transfer from / FYA ADMINISTRATIVE SUP ASST
0.9	COMPTON, TIFFANY M FIE BEHAVIORAL HEALTH ASST 9 MON SU	Fleming Island Elementary	Effective 2022-01-04 /transfer from / MCE BEHAVIORAL HEALTH ASST
0.9	CONLEY, GARY M WEC BEHAVIORAL HEALTH ASST 9 MON SU	W.E. Cherry Elementary	Effective 2022-01-05 /transfer from / WEC GENERAL ASSISTANT
0.9	DOOLEY, KATRINA LATISSA OLJ BEHAVIORAL HEALTH ASST 9 MON SU	Oakleaf Junior High School	Effective 2022-01-04 /transfer from / LJH BEHAVIORAL HEALTH ASST
0.9	EDWARDS, AVANTHIA CRUISE MRE BEHAVIORAL HEALTH ASST 9 MON SU	Mcrae Elementary	Effective 2022-01-04 /transfer from / WEC BEHAVIORAL HEALTH ASST
	GOSLEE, JULIE ANNE ITS DATA SERVICES ASSISTANT 12 MO SU	INFORMATION AND TECH SERVICES	Effective 2021-12-13 /transfer from / LES ST RECORD SEC 12 MO
	ISAIS, ALIVIA REESE HMR PERSONNEL ASST CONFIDEN	Human Resources	Effective 2022-01-11 /transfer from / CEB SECRETARY 11 MO
	KANE, HEATHER RANEE OPH TESTING/ADMIN SUPPORT ASST 10 MONTH	Orange Park High	Effective 2021-12-13 /transfer from / OPH BOOKKEEPER
	KESTING, DAWN LEIGH SLE CUSTODIAN 12 MO SU	Shadowlawn Elementary	Effective 2022-01-03 /transfer from / FNS CAFE VAN DRIVER 7.5 HOURS

VI. Support Actions

D. TRANSFER

	<u>Name/Assignment</u>	<u>Site</u>	<u>Previous</u>
	KNOTTS, DEBRA ANN LES ST RECORD SEC 12 MO 12 MO SU	Lakeside Elementary	Effective 2022-01-03 /transfer from / LES SECRETARY 11 MO
	LANIER, JANET Y HMR DATA ENTRY/RECORDS TECHNIC CONFIDEN	Orange Park Jr High	Effective 2022-01-17 /transfer from / OPJ SCHOOL SECRETARY/ST SER
	LATTIMORE, SONYA D TES ST RECORD SEC 12 MO 12 MO SU	Tynes Elementary	Effective 2021-12-16 /transfer from / TES SECRETARY 11 MO
	ORMONDE, MARILYN JANEL TES SECRETARY 11 MO 11 MONTH	Tynes Elementary	Effective 2021-12-17 /transfer from / TES GENERIC CLASSROOM ASSISTAN
	PATTERSON, PEGGY LES SECRETARY 11 MO 11 MONTH	Lakeside Elementary	Effective 2022-01-03 /transfer from / BLC COMPUTER LAB ASSISTANT
0.9	REID, ANTOINETTE CASANDRA OVE GENERAL ASSISTANT 9 MON SU	Oakleaf Village Elementary	Effective 2022-01-06 /transfer from / OVE GENERAL HEALTH ASSISTA
	SAMS, DOREEN FRANCES TRN ROUTING DISPATCHER 12 MO SU	Transportation	Effective 2021-12-02 /transfer from / TRN BUS DRIVER
	SAUNDERS, JACOB C CC POLICE DEPT SERGEANT 12 MO SU	School Police Department	Effective 2022-01-11 /transfer from / SCHOOL RESOURCE OFFICER
	SKEEN, MICHELLE MARIE OPH BOOKKEEPER 12 MO SU	Orange Park High	Effective 2022-01-03 /transfer from / HMR PERSONNEL ASST
0.7	STRICKLAND, TYSON W WEC IN SCHOOL SUSPENSION 9 MON SU	W.E. Cherry Elementary	Effective 2021-12-14 /transfer from / WEC BEHAVIORAL HEALTH ASST
	TRIPLETT, REBECCA J FYA ADMINISTRATIVE SUP ASST 12 MO SU	Middleburg High	Effective 2022-01-18 /transfer from / MHS SECRETARY 11 MO
	WELCH, KEVIN RAY MNT WAREHOUSE MANAGER 12 MO SU	Division of Support Svcs	Effective 2022-01-04 /transfer from / MNT WAREHOUSER
	WILLENBRECHT, STEPHANIE D HMR PERSONNEL ASST CONFIDEN	Ridgeview Elementary	Effective 2022-01-24 /transfer from / RVE PRINCIPAL SECRETARY
0.9	ZEIGLER JR, RICHARD E ROE BEHAVIORAL HEALTH ASST 9 MON SU	Rideout Elementary	Effective 2022-01-04 /transfer from / BLC BEHAVIORAL HEALTH ASST

VI. Support Actions

E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Action/Effective</u>
0.9	AMOS, DESTINY PEACE TBE BEHAVIORAL HEALTH ASST 9 MON SU	Thunderbolt Elementary	Effective 2021-12-17 RESIGNATION
	BIRD, GEORGE WARREN TRN BUS DRIVER TRANSPOR	Transportation	Effective 2021-12-17 RETIREMENT
0.9	BRAMLETT, ELLIANNE T LAJ BEHAVIORAL HEALTH ASST 9 MON SU	Lake Asbury Junior High School	Effective 2021-12-17 RESIGNATION
	BRYANT, JAMES DAVID TRN BUS DRIVER TRANSPOR	Transportation	Effective 2021-11-29 RESIGNATION
	BURKE, NATALIE A OPJ CAFE ASSISTANT 3.5 HOURS 9 MON CA	Orange Park Jr High	Effective 2022-01-04 RESIGNATION
	COLEMAN, NITTIE M GPE CUSTODIAN 12 MO SU	Grove Park Elementary	Effective 2022-01-21 RETIREMENT
	COLSON, PATRICIA A SUPPORT - CWL 12 MO LNG TRM	COUNTY-WIDE LEAVE	Effective 2021-12-03 RETIREMENT
0.9	CONN, JANELLE CATHERINE LAE GENERAL HEALTH ASSISTA 9 MON SU	Lake Asbury Elementary	Effective 2021-12-17 RESIGNATION
0.8	COPELAND, DIANE S DOE IN SCHOOL SUSPENSION 9 MON SU	Discovery Oaks Elementary	Effective 2021-12-16 RESIGNATION
	DAVIDSON, WILLIAM JOHN TRN BUS DRIVER TRANSPOR	Transportation	Effective 2021-12-17 RESIGNATION
	DOLE, JONI M TRN ESE ASST/BUS MONITOR TRANSPOR	Transportation	Effective 2022-02-01 RETIREMENT
	E0200188 SCHOOL SAFETY OFFICER 9 MON SU	SAFETY AND SECURITY	Effective 2021-12-17 RESIGNATION
	EMME, RHONDA KAY TRN BUS DRIVER LNG TRM	Transportation	Effective 2021-11-19 RESIGNATION
	FOUNTAIN, MICHAEL J KHH CUSTODIAN 12 MO SU	Keystone Heights High School	Effective 2022-01-19 RESIGNATION
	FRAZE, MARY HELEN LES CAFE ASSISTANT 6.5 HOURS 9 MON CA	Lakeside Elementary	Effective 2021-12-16 RESIGNATION
	GARNER, HARRIET KAYE MHS CAFE ASSISTANT 4 HOURS 9 MON CA	Middleburg High	Effective 2021-11-25 RETIREMENT
0.9	GIBBS, BRITTNEY K LAJ BEHAVIORAL HEALTH ASST	Lake Asbury Junior High School	Effective 2021-12-17 RESIGNATION

VI. Support Actions

E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Action/Effective</u>
	9 MON SU HAMILTON, BETH SPC PRINCIPAL SECRETARY CONFIDEN	Swimming Pen Creek Elem	Effective 2022-01-03 RETIREMENT
0.9	HAWES, SETH LEE RHS BEHAVIORAL HEALTH ASST 9 MON SU	Ridgeview High School	Effective 2021-12-17 RESIGNATION
0.9	HOUSEHOLDER, HALEY J RHS BEHAVIORAL HEALTH ASST LNG TRM	Ridgeview High School	Effective 2022-02-18 RESIGNATION
0.8	HUGHES, PAMELA WALKER DOE GENERIC CLASSROOM ASSISTAN 9 MON SU	Discovery Oaks Elementary	Effective 2021-12-17 RESIGNATION
0.9	INGRAM, TERESA A BLC BEHAVIORAL HEALTH ASST 9 MON SU	Bannerman Learning Center	Effective 2021-12-10 RESIGNATION
	JONES, ASHLY MARIE TRN BUS DRIVER TRANSPOR	Transportation	Effective 2021-12-10 RESIGNATION
	JONES, JOSHUA L GCJ CUSTODIAN 12 MO SU	Green Cove Springs Junior High	Effective 2021-12-17 CONCLUDE EMPLOYMENT
0.8	LEYER, PETER RICHARD MRE IN SCHOOL SUSPENSION LNG TRM	Mcrae Elementary	Effective 2021-12-17 RESIGNATION
0.8	LOTT, THATIANA PATRICIA TBE ESOL CLASSROOM ASSISTANT 9 MON SU	Thunderbolt Elementary	Effective 2022-01-07 RESIGNATION
	LUNDY, BENJAMIN J TRN ASSISTANT PARTS MANAGER 12 MO SU	Transportation	Effective 2022-01-28 RESIGNATION
	MARSHALL, JAMES P FIH CUSTODIAN 12 MO SU	Fleming Island High School	Effective 2022-01-21 RESIGNATION
	MCDALD, ERIN M DOE SECRETARY 11 MO 11 MONTH	Discovery Oaks Elementary	Effective 2022-01-14 RESIGNATION
	MCDANIEL EDDY, CHARLENE GCJ CAFE ASSISTANT 4 HOURS 9 MON CA	Green Cove Springs Junior High	Effective 2021-12-14 RESIGNATION
	MOXLEY, DESIREE LYNN CHE CUSTODIAN 12 MO SU	Clay Hill Elementary	Effective 2021-12-24 RESIGNATION
0.9	NICHOLS, RAELYNN WEC BEHAVIORAL HEALTH ASST 9 MON SU	W.E. Cherry Elementary	Effective 2022-01-21 RESIGNATION
0.9	PERKINS, ALEXIS JANEL RHS GENERAL ASSISTANT 9 MON SU	Ridgeview High School	Effective 2022-01-05 RESIGNATION

VI. Support Actions

E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Action/Effective</u>
	ROSARIO, ELBA IRIS PES CUSTODIAN 12 MO SU	Robert M. Paterson Elementary	Effective 2022-01-03 RESIGNATION
0.9	RUFF, DONNA R LES GENERAL ASSISTANT 9 MON SU	Lakeside Elementary	Effective 2021-12-17 RESIGNATION
	RUSSELL, GINGER LENORE TRN ESE ASST/BUS MONITOR TRANSPOR	Transportation	Effective 2022-01-06 RESIGNATION
	SANDERS, JOHN H SPC CUSTODIAN 12 MO SU	Swimming Pen Creek Elem	Effective 2022-02-11 RETIREMENT
	SCHOEPPEY, YUKIKO FNS MANAGER FOOD SERVICES INTE CAFETERI	Rideout Elementary	Effective 2021-12-03 RESIGNATION
0.9	SMITH, JAUHNA S RHS GENERAL HEALTH ASSISTA 9 MON SU	Ridgeview High School	Effective 2021-12-17 RESIGNATION
	SOTO, JERI L TRN ESE ASST/BUS MONITOR TRANSPOR	Transportation	Effective 2022-01-21 RETIREMENT
	SOTO, PEDRO TRN ESE ASST/BUS MONITOR TRANSPOR	Transportation	Effective 2022-01-21 RESIGNATION
	SPENCER, KRISTIN HORNE POE CAFE ASSISTANT 5.5 HOURS 9 MON CA	Plantation Oaks Elementary	Effective 2021-12-16 RESIGNATION
	THIESSEN, LAWRENCE H MNT LOCKSMITH 12 MO SU	Division of Support Svcs	Effective 2021-11-29 RESIGNATION

VI. Support Actions**F. SUPPLEMENT**

Name/Assignment	Site	Previous
BRADSHAW, JENNIFER J WJH SOFTBALL FP HD JH SUPPLEME	Wilkinson Jr High	Resignation
GILLIS, GRETTA N SPC DISCRETIONARY SUPPLEME	Swimming Pen Creek Elem	Appointment
SALLIOTTE, JENNIFER M OPH STUDENT COUNCIL SH SUPPLEME	Orange Park High	Resignation

School Board of Clay County

February 3, 2022 - Regular School Board Meeting

Title

C3 - Complete Salary Schedule 2021-2022

Description

Florida Statutes 1012.22 and 1012.27 require the district school board and superintendent to adopt a salary schedule to be used as a basis for paying school district employees.

Agreements with both CCEA and CESPAs have been ratified by all parties. The attached document represents those agreements along with the Administrative/Management/Supervisory/Confidential Section, Miscellaneous, and Travel to complete the Salary Schedule for 2021-2022. The document is routinely updated as changes occur.

The CCEA compensation increase includes funding by the state through the Teacher Salary Increase Allocation (TSIA) and through district contributions. The total cost of raising the minimum base salary from \$44,867 to \$47,500, including benefits, is approximately \$4,217,046. The state TSIA Allocation is \$598,566. The district's contribution is approximately \$3,618,480. A one-time Workforce Stabilization Bonus will guarantee all final evaluation instructional employees a total compensation package of \$3,000.00. Total bonus cost, including benefits, is approximately \$5,171,480.

The CESPAs compensation increase provided an hourly increase of \$0.75 for all support personnel, including Confidential Employees, Police Department and School Guardians, for the 2021-2022 school year. The District total contribution to the CESPAs salary increase, including benefits, is approximately \$2,531,725 for the 2021-2022 school year. The District increased starting pay for support pay assignments to \$12.00 per hour. The cost, including benefits, is approximately \$182,000. The District added an additional \$1.50 per hour salary increase to Table II C Special Compensation - LPN/RN. The cost, including benefits, is approximately \$134,000. Total reoccurring District cost for salary increases, including benefits, is approximately \$2,848,484. All support personnel employed at the time of contract ratification will receive a one-time Workforce Stabilization scaled Bonus, with an approximate total cost, including benefits, of \$3,103,819.

The administrative salary adjustment for the 2021-2022 school year is equivalent to 2.5% increase for school-based administration, district administration, and cafeteria managers, who have a 2020-2021 final evaluation. The starting base index is raised from \$39,500 to \$40,500. The District total contribution for administrative salary increase, including benefits, is approximately \$512,370. Administrative personnel, who have a 2020-2021 final evaluation, will receive a one-time Workforce Stabilization scaled Bonus, with an approximate cost, including benefits, of \$496,267.

Gap Analysis

Annual approval of Salary Schedules are required pursuant to section F.S. 1011.60(4).

Previous Outcomes

Collective Bargaining agreement with both CESPAs ratified on January 14, 2022 and CCEA ratified on January 11, 2022. The Complete Salary Schedule was last brought to the Board on February 4, 2021.

Expected Outcomes

Approval of the 2021-2022 Salary Schedule as presented.

Strategic Plan Goal

Ensure the retention of effective employees.

Recommendation

Approve the 2021-2022 Salary Schedule as presented.

Contact

Brenda Troutman, Assistant Superintendent Human Resources. Brenda.Troutman@myoneclay.net. 904.336.6701

Financial Impact

Total District Financial Impact, including benefits: \$6,978,575

America Relief Plan Financial Impact, including benefits: \$8,771,566

Review Comments**Attachments**

🔗 [2021-2022 Salary Schedule for Board Meeting 2.3.2022.pdf](#)

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CLAY COUNTY DISTRICT SCHOOLS



Salary Schedule

~~2020 – 2021~~ **2021-2022**

School Board Approved:

February 3, 2022

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**Section I: Administrative, Management, Supervisory,
Confidential**



Table I: Title of Position for Administrative/Management and Supervisory Personnel Salary Schedule

~~2020—2024~~ 2021-2022 Salary Schedule

Title of Position for Administrative/Management and Supervisory Personnel Salary Schedule

SALARY SCHEDULE TITLE	POSITION TITLE
Coordinator IV	<ul style="list-style-type: none"> • Food Service Specialist • Area Manager • Coordinator of Secondary Programs • Graphic Designer
Coordinator III	<ul style="list-style-type: none"> • Transportation Specialist • Technology Services Manager
Coordinator II	<ul style="list-style-type: none"> • Fleet Maintenance Supervisor • Coordinator of Purchasing/Accounts Payable • Public Relations Officer • Network Services Coordinator • Coordinator of Procurement / Buyer • Coordinator of School Food and Nutrition Services • Project Budget and Purchasing Coordinator • Chief of Staff • Business Automation System Coordinator • Executive Director of Education Foundation
Coordinator I	<ul style="list-style-type: none"> • Coordinator of Planning & Intergovernmental Relations • Project Manager • Maintenance Supervisor (Technical) • Maintenance Supervisor (General) • Coordinator of Payroll Activities • Chief Building Inspector • Design Architect • Coordinator of Shop Operations • Coordinator of Transportation Services • Coordinator of Curriculum Pre-K-12 • Coordinator of Communications and Media Partnerships • Technology Services Coordinator • Coordinator of Strategic Planning and Community Partnerships • Coordinator of School Choice and Charter Schools • Coordinator of Exceptional Student Education • Coordinator of Accounts Payable • Coordinator of Health Benefits • Coordinator of Accounting / Budget • Coordinator or Risk Management • Coordinator of Property Control • Coordinator of Mental Health Services • Coordinator of Nursing Services • Coordinator of Student Engagement • Coordinator of Internal Accounts • Coordinator of District Athletics and Development

SALARY SCHEDULE TITLE**POSITION TITLE**

Supervisor III	<ul style="list-style-type: none">• Computer Operations Manager• Supervisor of Title I• Supervisor of ESOL and Assessment• Supervisor of Transportation Services• Maintenance Supervisor – Technical and General
Supervisor II	<ul style="list-style-type: none">• Supervisor of Exceptional Student Education• Supervisor of Adult/Community Education• Supervisor of Curriculum Pre-K-12• Supervisor of School Improvement/Professional Development & Assessment• Reading/Language Arts Supervisor• Supervisor of Instructional Technology Pre K-12• Supervisor of Purchasing and Material Management• Supervisor of Student Services• Supervisor of Secondary Education• Supervisor of Instructional Resources/STEM• Supervisor of Technology Services• Supervisor of Federal Programs• Supervisor of Certified Teacher Placement
Supervisor I	<ul style="list-style-type: none">• ESE SEDNET Supervisor• Supervisor of Career & Technical Education, Community and Business Partnerships• Supervisor of Career & Technical Education, Program Implementation• Supervisor of Instructional Personnel Services
Director III	<ul style="list-style-type: none">• Building Official
Director II	<ul style="list-style-type: none">• Director on Assignment
Director I	<ul style="list-style-type: none">• Director of Information Services• Director of Exceptional Student Education• Director of Student Services• Director of Facility Planning and Construction• Director of Support Personnel Services• Director of Assessment, Accountability, and School Support• Director on Assignment• Director of Instructional Personnel Services• Director of Secondary Education• Director of Elementary Education• Director of Transportation• Director of Instructional Projects• Director of ESE and Student Services• Director of K12 Academic Support Services• Director of Professional Development, School Improvement and Assessment• Director of Maintenance• Director of Food and Nutrition Services• Director of Finance• Director of Operations• Chief of Police• Director of Climate & Culture

SALARY SCHEDULE TITLE**POSITION TITLE**

Assistant Principal	<ul style="list-style-type: none">• Assistant Principal• Assistant Principal on Assignment
Vice Principal	<ul style="list-style-type: none">• Vice Principal
Principal	<ul style="list-style-type: none">• Principal• Principal on Assignment
Administrator on Assignment	<ul style="list-style-type: none">• Administrator on Assignment
Assistant Superintendent	<ul style="list-style-type: none">• Assistant Superintendent for Human Resources• Assistant Superintendent for Business Affairs• Assistant Superintendent for Operations• Chief Academic Officer• Assistant Superintendent for Information and Technology• Chief of Secondary Education• Chief of Elementary Education

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School Board Approved: 02/04/2021 02/03/2022

Control Factors

Control Factors for Administrative/Management and Supervisory Personnel Salary Schedule

Unless otherwise recommended by the Superintendent, all persons being placed on the schedule for the first time will be assigned to step 0 for the pay grade appropriate to their position. The Superintendent may assign placement above step 0 subject to School Board approval to (a) insure that one who is a teacher in the district will not receive a "pay cut" when compared to their teaching salary projected for twelve months, or (b) provide an added incentive to a person with critically needed skills. Under no circumstances will a person being placed on the schedule for the first time be placed above step 23.

When a person already on the administrative salary schedule is assigned a new district level position on the schedule, the person will be placed on the salary schedule (pay grade/step) for the new position closest to their current salary, including supplements, if applicable. The person would not maintain the same step status for the new district level position unless a decrease in overall salary would result. This paragraph shall apply only to an administrator whose move is to a district level administrative position.

A district level administrator who accepts a school based administrative position shall maintain his/her step on the schedule when assigned to the new pay grade.

Unless the Superintendent takes overt action to withhold an increment, each person will advance one step on the schedule up through step 23 for each year of administrative/management experience within the Clay County Schools except as follows:

1. If an administrator (including a Cafeteria Manager) receives an unsatisfactory rating on his/her annual performance evaluation and the Superintendent recommends reappointment to an administrative position for the following year, the administrator will receive the same salary in the next school year as he/she received during the unsatisfactory year of service. Such administrator will be ineligible for any step, supplement or base salary pay increase. This freeze will apply for, at least, the school year following the administrator's receipt of an unsatisfactory evaluation.
2. If, during the frozen salary year, the administrator earns a satisfactory evaluation, he/she will be placed back on the salary schedule for the following year and, if otherwise eligible, receive any step increase approved by the Board.
3. If the administrator referenced in 1. above receives satisfactory ratings on the final performance evaluations for each of the two (2) years following the receipt of an unsatisfactory rating, the administrator will be eligible, the third year, for any salary step and/or step amount that would have applied had the administrator never earned an unsatisfactory evaluation.

If the situation arises where the chief officer of a school makes less money than another person in that school, the situation shall be brought to the attention of the School Board to be considered on a case by case basis.

Administrative positions are 12-month positions unless otherwise approved in the allocation document. The salary and applicable supplement of a-less-than-12-month administrator shall be prorated based on the number of contract days times the daily rate of pay established in the Administrative Salary Tables contained herein.

The 10 or 11-month calendar for an administrator shall be the same as that established for other 10 (196 days) or 11 (216 days) - month employees.

Revised: 09/20/2012

Table II: Pay Grades

Pay Grades for Administrative/Management and Supervisory Personnel Salary Schedule

PAY GRADE	SALARY SCHEDULE TITLE
112	Coordinator IV
125	Coordinator III
140	Coordinator II
155	Coordinator I
168	Assistant Principal (Base)
168	Vice Principal (Base)
173	Supervisor III
173	Director III
193	Supervisor II
193	Director II
200	Principal Special School (Base)
200	Principal (Base)
200	Supervisor I
215	Director I
See Below	Administrator on Assignment
238	Assistant Superintendent

*An administrator will maintain his/her contracted salary earned immediately prior to the transfer/redesignation as an Administrator on Assignment for the balance of the school year during which the transfer/redesignation takes place.

Revised : 04/06/2017

Table III: Indices for Pay Grades

Indices for Each Pay Grade/Step for Administrative/Management and Supervisory Personnel Salary Schedule

Pay Grades	STEPS															
	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
100	1.000	1.030	1.060	1.090	1.120	1.150	1.180	1.210	1.240	1.270	1.300	1.330	1.360	1.390	1.420	1.450
110	1.100	1.130	1.160	1.190	1.220	1.250	1.280	1.310	1.340	1.370	1.400	1.430	1.460	1.490	1.520	1.550
112	1.120	1.150	1.180	1.210	1.240	1.270	1.300	1.330	1.360	1.390	1.420	1.450	1.480	1.510	1.540	1.570
115	1.150	1.180	1.210	1.240	1.270	1.300	1.330	1.360	1.390	1.420	1.450	1.480	1.510	1.540	1.570	1.600
125	1.250	1.280	1.310	1.340	1.370	1.400	1.430	1.460	1.490	1.520	1.550	1.580	1.610	1.640	1.670	1.700
128	1.280	1.310	1.340	1.370	1.400	1.430	1.460	1.490	1.520	1.550	1.580	1.610	1.640	1.670	1.700	1.730
133	1.330	1.360	1.390	1.420	1.450	1.480	1.510	1.540	1.570	1.600	1.630	1.660	1.690	1.720	1.750	1.780
135	1.350	1.380	1.410	1.440	1.470	1.500	1.530	1.560	1.590	1.620	1.650	1.680	1.710	1.740	1.770	1.800
140	1.400	1.430	1.460	1.490	1.520	1.550	1.580	1.610	1.640	1.670	1.700	1.730	1.760	1.790	1.820	1.850
143	1.430	1.460	1.490	1.520	1.550	1.580	1.610	1.640	1.670	1.700	1.730	1.760	1.790	1.820	1.850	1.880
145	1.450	1.480	1.510	1.540	1.570	1.600	1.630	1.660	1.690	1.720	1.750	1.780	1.810	1.840	1.870	1.900
150	1.500	1.530	1.560	1.590	1.620	1.650	1.680	1.710	1.740	1.770	1.800	1.830	1.860	1.890	1.920	1.950
155	1.550	1.580	1.610	1.640	1.670	1.700	1.730	1.760	1.790	1.820	1.850	1.880	1.910	1.940	1.970	2.000
158	1.580	1.610	1.640	1.670	1.700	1.730	1.760	1.790	1.820	1.850	1.880	1.910	1.940	1.970	2.000	2.030
163	1.630	1.660	1.690	1.720	1.750	1.780	1.810	1.840	1.870	1.900	1.930	1.960	1.990	2.020	2.050	2.080
168	1.680	1.710	1.740	1.770	1.800	1.830	1.860	1.890	1.920	1.950	1.980	2.010	2.040	2.070	2.100	2.130
173	1.730	1.760	1.790	1.820	1.850	1.880	1.910	1.940	1.970	2.000	2.030	2.060	2.090	2.120	2.150	2.180
175	1.750	1.780	1.810	1.840	1.870	1.900	1.930	1.960	1.990	2.020	2.050	2.080	2.110	2.140	2.170	2.200
180	1.800	1.830	1.860	1.890	1.920	1.950	1.980	2.010	2.040	2.070	2.100	2.130	2.160	2.190	2.220	2.250
183	1.830	1.860	1.890	1.920	1.950	1.980	2.010	2.040	2.070	2.100	2.130	2.160	2.190	2.220	2.250	2.280
188	1.880	1.910	1.940	1.970	2.000	2.030	2.060	2.090	2.120	2.150	2.180	2.210	2.240	2.270	2.300	2.330
193	1.930	1.960	1.990	2.020	2.050	2.080	2.110	2.140	2.170	2.200	2.230	2.260	2.290	2.320	2.350	2.380
195	1.950	1.980	2.010	2.040	2.070	2.100	2.130	2.160	2.190	2.220	2.250	2.280	2.310	2.340	2.370	2.400
200	2.000	2.030	2.060	2.090	2.120	2.150	2.180	2.210	2.240	2.270	2.300	2.330	2.360	2.390	2.420	2.450
208	2.080	2.110	2.140	2.170	2.200	2.230	2.260	2.290	2.320	2.350	2.380	2.410	2.440	2.470	2.500	2.530
215	2.150	2.180	2.210	2.240	2.270	2.300	2.330	2.360	2.390	2.420	2.450	2.480	2.510	2.540	2.570	2.600
225	2.250	2.280	2.310	2.340	2.370	2.400	2.430	2.460	2.490	2.520	2.550	2.580	2.610	2.640	2.670	2.700
238	2.380	2.410	2.440	2.470	2.500	2.530	2.560	2.590	2.620	2.650	2.680	2.710	2.740	2.770	2.800	2.830
250	2.500	2.530	2.560	2.590	2.620	2.650	2.680	2.710	2.740	2.770	2.800	2.830	2.860	2.890	2.920	2.950
280	2.800	2.830	2.860	2.890	2.920	2.950	2.980	3.010	3.040	3.070	3.100	3.130	3.160	3.190	3.220	3.250

Pay Grades	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
100	1.480	1.510	1.540	1.570	1.600	1.630	1.660	1.690	1.720	1.750	1.780	1.810	1.840	1.870	1.900
110	1.580	1.610	1.640	1.670	1.700	1.730	1.760	1.790	1.820	1.850	1.880	1.910	1.940	1.970	2.000
112	1.600	1.630	1.660	1.690	1.720	1.750	1.780	1.810	1.840	1.870	1.900	1.930	1.960	1.990	2.020
115	1.630	1.660	1.690	1.720	1.750	1.780	1.810	1.840	1.870	1.900	1.930	1.960	1.990	2.020	2.050
125	1.730	1.760	1.790	1.820	1.850	1.880	1.910	1.940	1.970	2.000	2.030	2.060	2.090	2.120	2.150
128	1.760	1.790	1.820	1.850	1.880	1.910	1.940	1.970	2.000	2.030	2.060	2.090	2.120	2.150	2.180
133	1.810	1.840	1.870	1.900	1.930	1.960	1.990	2.020	2.050	2.080	2.110	2.140	2.170	2.200	2.230
135	1.830	1.860	1.890	1.920	1.950	1.980	2.010	2.040	2.070	2.100	2.130	2.160	2.190	2.220	2.250
140	1.880	1.910	1.940	1.970	2.000	2.030	2.060	2.090	2.120	2.150	2.180	2.210	2.240	2.270	2.300
143	1.910	1.940	1.970	2.000	2.030	2.060	2.090	2.120	2.150	2.180	2.210	2.240	2.270	2.300	2.330
145	1.930	1.960	1.990	2.020	2.050	2.080	2.110	2.140	2.170	2.200	2.230	2.260	2.290	2.320	2.350
150	1.980	2.010	2.040	2.070	2.100	2.130	2.160	2.190	2.220	2.250	2.280	2.310	2.340	2.370	2.400
155	2.030	2.060	2.090	2.120	2.150	2.180	2.210	2.240	2.270	2.300	2.330	2.360	2.390	2.420	2.450
158	2.060	2.090	2.120	2.150	2.180	2.210	2.240	2.270	2.300	2.330	2.360	2.390	2.420	2.450	2.480
163	2.110	2.140	2.170	2.200	2.230	2.260	2.290	2.320	2.350	2.380	2.410	2.440	2.470	2.500	2.530
168	2.160	2.190	2.220	2.250	2.280	2.310	2.340	2.370	2.400	2.430	2.460	2.490	2.520	2.550	2.580
173	2.210	2.240	2.270	2.300	2.330	2.360	2.390	2.420	2.450	2.480	2.510	2.540	2.570	2.600	2.630
175	2.230	2.260	2.290	2.320	2.350	2.380	2.410	2.440	2.470	2.500	2.530	2.560	2.590	2.620	2.650
180	2.280	2.310	2.340	2.370	2.400	2.430	2.460	2.490	2.520	2.550	2.580	2.610	2.640	2.670	2.700
183	2.310	2.340	2.370	2.400	2.430	2.460	2.490	2.520	2.550	2.580	2.610	2.640	2.670	2.700	2.730
188	2.360	2.390	2.420	2.450	2.480	2.510	2.540	2.570	2.600	2.630	2.660	2.690	2.720	2.750	2.780
193	2.410	2.440	2.470	2.500	2.530	2.560	2.590	2.620	2.650	2.680	2.710	2.740	2.770	2.800	2.830
195	2.430	2.460	2.490	2.520	2.550	2.580	2.610	2.640	2.670	2.700	2.730	2.760	2.790	2.820	2.850
200	2.480	2.510	2.540	2.570	2.600	2.630	2.660	2.690	2.720	2.750	2.780	2.810	2.840	2.870	2.900
208	2.560	2.590	2.620	2.650	2.680	2.710	2.740	2.770	2.800	2.830	2.860	2.890	2.920	2.950	2.980
215	2.630	2.660	2.690	2.720	2.750	2.780	2.810	2.840	2.870	2.900	2.930	2.960	2.990	3.020	3.050
225	2.730	2.760	2.790	2.820	2.850	2.880	2.910	2.940	2.970	3.000	3.030	3.060	3.090	3.120	3.150
238	2.860	2.890	2.920	2.950	2.980	3.010	3.040	3.070	3.100	3.130	3.160	3.190	3.220	3.250	3.280
250	2.980	3.010	3.040	3.070	3.100	3.130	3.160	3.190	3.220	3.250	3.280	3.310	3.340	3.370	3.400
280	3.280	3.310	3.340	3.370	3.400	3.430	3.460	3.490	3.520	3.550	3.580	3.610	3.640	3.670	3.700

Table IV-A: Table of Factors

~~2020-2021~~ **2021-2022 Salary Schedule** Table of Factors - School Based Administrators

Add the following supplements to the base salary for school administrators (principal, assistant principal, and vice principal). Supplements are stated in terms of indices of the base.* (Base for 2015-2016 = \$38,500)*

BASE SALARY: (Index X \$~~40,500~~39,500):

Administrator	Pay Grade	Range (Steps 0 – 23)
Assistant/Vice Principal	168	66,360 – 93,615 68,040 - 95,985
Principal	200	79,000 – 106,255 81,000 - 108,945

PERFORMANCE PAY:

Salary adjustments will be made in compliance with Florida Statutes for school based administrators using the following performance pay model:

Performance Pay dollars = (#HE)(1.34XZ) = (#E)(X)

The base salary for school based administrators will be determined individually each year using the base salary of the administrator from the previous year and applying any performance pay salary adjustment for the following year.

SUPPLEMENTS:

A.	School Level	Principal	Vice Principal	Assistant Principal
	Special School	.12	--	.07
	Elementary	0	--	0
	Middle/Junior High	.12	.10	.07
	High School	.15	.12	.07
	Virtual School	.15		
B.	Population of School	Category	Weighted FTE***	Amount
		I	Less than 750	0
		II	Greater than 749 & Less than 1800	.07 (Principal Only) .05 (Asst/Vice Principal only)
		III	Greater than 1799	.12 (Principal Only) .06 (Asst/Vice Principal only)

*An administrator who is involuntarily transferred to a Principal on Assignment position will maintain his/her contracted salary and related supplement(s) for the balance of the school year during which the transfer takes place.

**See Table IV-B

Revised 06/20/2013, 04/06/2017, 11/07/2019, 02/04/2021, **02/03/2022**

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Table IV-B: Weighted FTE Factors

School Name	Unweighted	Weighted
Argyle Elementary	676.93	724.38
Charles E. Bennett Elementary	586.62	630.70
Clay High	1,328.52	1,349.38
Clay Hill Elementary	389.00	419.86
Coppergate Elementary	480.40	514.52
Discovery Oaks Elementary	808.95	865.29
Doctors Inlet Elementary	536.91	574.63
Fleming Island Elementary	669.15	756.25
Fleming Island High	1,729.22	1,755.09
Green Cove Springs Junior High	807.20	809.50
Grove Park Elementary	424.22	458.69
Keystone Heights Elementary	780.41	861.50
Keystone Heights High	1,011.88	1,080.89
Lake Asbury Elementary	818.28	884.14
Lake Asbury Junior High	983.95	1,003.99
Lakeside Elementary	723.48	775.22
Lakeside Junior High	751.77	801.61
McRae Elementary	525.23	592.84
Middleburg Elementary	526.79	563.41
Middleburg High	1,413.90	1,449.49
Montclair Elementary	462.80	496.08
Oakleaf High	2,176.00	2,209.13
Oakleaf Junior High	1,169.12	1,179.79
Oakleaf Village Elementary	973.10	1,045.05
Orange Park Elementary	461.21	496.20
Orange Park High	1,329.17	1,354.89
Orange Park Junior High	663.21	670.94
Plantation Oaks Elementary	972.83	1,098.11
Rideout Elementary	428.16	485.25
Ridgeview Elementary	550.30	633.60
Ridgeview High	1,333.99	1,487.43
Robert M. Paterson Elementary	1,083.34	1,164.11
S. Bryan Jennings Elementary	468.87	505.81
Shadowlawn Elementary	679.03	730.88
Swimming Pen Creek Elementary	422.97	458.48
Thunderbolt Elementary	844.94	931.86
Tynes Elementary	998.31	1,112.87
W.E. Cherry Elementary	666.00	859.49
Wilkinson Elementary	673.25	720.72
Wilkinson Junior High	687.61	688.38
Bannerman Learning Center	289.41	420.12
Clay Virtual Academy	0.00	0.00
Clay Virtual Franchise	1,891.87	1,933.07

Table V: Salary Ranges

Salary Ranges for Administrative/Management and Supervisory Personnel Steps 0 – 23/ Index of 1.000 = ~~\$40,500~~39,500 (Base)

Placement Schedule

Example of Application of Pay Grades/Indices

- Pay Grade 193 = Range of Indices 1.930 - 2.62 (Table III) For Steps 0 – 23
- Step 0 = $1.93 \times 39,500 = 76,235$ ~~40,500~~ = 78,165
- Step 23 = $2.62 \times 39,500 = 103,490$ ~~40,500~~ = 106,110
- Increment = $.03 \times 39,500 = 1,185$ ~~40,500~~ = 1,215

Pay Grade	Salary Schedule Title	Range (Steps (0 - 23))
112	Coordinator IV	44,240 – 71,495 <u>45,360 - 73,305</u>
125	Coordinator III	49,375 – 76,630 <u>50,625 - 78,570</u>
140	Coordinator II	55,300 – 82,555 <u>56,700 - 84,645</u>
155	Coordinator I	61,225 – 88,480 <u>62,775 - 90,720</u>
168	Assistant Principal (Base) Assistant Principal (Max)	66,360 – 93,615 <u>68,040 - 95,985</u> 71,365 – 98,620 <u>73,045 - 100,990</u>
168	Vice Principal (Base) Vice Principal (Max)	66,360 – 93,615 <u>68,040 - 95,985</u> 71,365 – 98,620 <u>73,045 - 100,990</u>
173	Supervisor III	68,335 – 95,590 <u>70,065 - 98,010</u>
173	Director III	68,335 – 95,590 <u>70,065 - 98,010</u>
193	Supervisor II	76,235 – 103,490 <u>78,165 - 106,110</u>
193	Director II	76,235 – 103,490 <u>78,165 - 106,110</u>
200	Principal (Base) Principal (Max)	79,000 – 106,255 <u>81,000 - 108,945</u> 89,395 – 116,650 <u>91,395 - 119,340</u>
200	Supervisor I	79,000 – 106,255 <u>81,000 - 108,945</u>
215	Director I	84,925 – 112,180 <u>87,075 - 115,020</u>
238	Assistant Superintendent	94,010 – 121,265 <u>96,390 - 124,335</u>

Revised: 09/20/2012; 04/06/2017, 09/06/2018, 11/07/2019, 02/04/2021, 02/03/2022

Note: For the 2021-2022 school year, administrators with a 2020-2021 final evaluation are eligible for a salary adjustment of 2.53% and a one time Workforce Stabilization Bonus of: 12-month = \$2,000, 11-month = \$1,750, 10-month = \$1,500.

Table VI: Cafeteria Management

Salary Ranges (Based on 197 days-7.5 hours per day)
(Index of 1.000=~~\$18,485.00~~~~18,029.00~~)

Salary Schedule Title	Pay Grade	Range (0-23)
Food and Nutrition Services Manager Intern	133	23,978 — 36,419 <u>24,585 - 37,340</u>
Food and Nutrition Services Manager - Satellite SAT I	140	25,240 — 37,680 <u>25,879 - 38,634</u>
Food and Nutrition Services Manager - Self Contained SCI	173	31,190 — 43,630 <u>31,979 - 44,734</u>
Food and Nutrition Services Manager - Satellite Base SBI	193	34,795 — 47,235 <u>35,676 - 48,431</u>
Senior High Food and Nutrition Services Manager - Self Contained SCIB	195	35,156 — 47,596 <u>36,046 - 48,800</u>
Senior High Food and Nutrition Services Manager - Satellite Base SBIA	200	36,058 — 48,498 <u>36,970 - 49,725</u>

Education:

Add \$1,030.00 to salary for Associates Degree in Food Service Technology and/or Restaurant Management, Dietetics or related field from a university or college accredited by one of the Regional Accrediting Agencies or a certificate or diploma in Culinary Arts or related field from a technical school accredited by the Council on Occupational Education (COE).

Notes:

1. Effective October 30, 1995 employees placed in this schedule for the first time may be credited with up to 4 years of approved, non-administrative food service experience and may be credited with approved experience in administration in a quantity food service operation.
2. See Control Factors for Administrative/Management and Supervisory Personnel regarding consequences of unsatisfactory evaluation on salary for following year(s).
3. Cafeteria Management personnel holding current valid certificate from the American School Food Service Association will receive an annual payment of \$100.00 contingent upon Human Resources Division's receipt of proof of current, valid certificate no later than December 1 of each year.

School Board Approved: 11/07/2019, 02/04/2021, 02/03/2022

Note: For the 2021-2022 school year, administrators with a 2020-2021 final evaluation are eligible for a salary adjustment of 2.53% and a one time Workforce Stabilization Bonus of: 12-month = \$2,000, 11-month = \$1,750, 10-month = \$1,500.

Table VII: Miscellaneous Administrative/Managerial Salaries

School Board Attorney	\$120,000 - \$150,000 Annual Salary (To be paid in equal installments)
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School Board Bargaining Team Members

Clay County Education Association Negotiations	\$1,500 (to be paid when ratified)
Clay Educational Support Personnel Association Negotiations	\$1,500 (to be paid when ratified)

Intergovernmental Coordination	\$1,800 (to be paid in equal installments)
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Degree Differentials for Administrators

(reflected on official transcripts from college or university recognized as accredited by the State Department of Education at the time the degree was granted)

Specialist Degree	\$2,700
Juris Doctorate	\$2,700
Doctorate Degree	\$3,300

Saturday School Administrator	Hourly rate based on regular salary (beyond work hours)
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OTHER PROGRAMS (OTHER THAN 310 AGREEMENTS)

Employees employed in other programs beyond their scheduled day or during the summer shall be paid as follows at the discretion of the Superintendent or his/her designee:

1. An hourly rate of pay equivalent to their normal rate of pay in effect, or
2. The rate of pay for the position employed in, based either on the Administrative, Teacher or Support Salary Schedule, or
3. A rate of pay selected from the rates determined for Temporary Adult Labor.

A former Clay County administrator who has retired or resigned from the School System with a satisfactory evaluation shall receive an hourly rate of pay for teaching Adult Education that is derived from the application of the administrator's years of previously-approved experience to the adopted salary schedule for teachers in effect at the time the administrator retired. However, for such retirees employed effective July 1, 1999, such hourly pay shall not exceed \$26/hr. Teachers of these Adult Education FTE courses in 1998-99 whose pay was greater than \$26/hr. in 1998-99 shall be frozen at the 1998-99 hourly rate as long as they continuously teach Adult Education FTE classes.

EMERGENCY SHELTER OPENINGS

(NOT as part of emergency closing of schools or district facilities. See policy 6GX-10-2.31 for salaries paid to employees assigned to work in shelters during emergency closings of school or district facilities.)

When an administrator is called by the Superintendent or his designee to assist in the opening of an emergency shelter during hours outside of the administrator's normal work day, the administrator will be paid at his/her normal hourly rate of pay. This additional pay shall apply to all work required in addition to the administrator's normal duties and responsibilities as a result of the emergency shelter opening and as authorized by the Superintendent or his designee.

Revision: 04/06/2017, 02/04/2021

Table VIII: Confidential Employee Salaries

Title	Pay Grade on Confidential Table
Executive Secretary to Superintendent	B32
Executive Secretary to School Board Attorney	B31
Position Control Allocations Specialist	B31
Administrative Secretary, Sr., Human Resources	B31
Personnel Assistant	B24
Principal's Secretary	B23
Data Entry/Records Technician	B21
Insurance Assistant	B24
Payroll Assistant	B24

The School District of Clay County Confidential Personnel Pay Structure

PAY GRADES	B21	B23	B24	B31	B32
STEP 1	12.73	14.11	14.85	15.92	17.70
STEP 2	13.07	14.47	15.27	16.39	18.25
STEP 3	13.42	14.87	15.69	16.88	18.80
STEP 4	13.78	15.28	16.12	17.40	19.38
STEP 5	14.15	15.73	16.57	17.91	19.97
STEP 6	14.54	16.14	17.04	18.45	20.58
STEP 7	14.92	16.58	17.51	19.03	21.22
STEP 8	15.34	17.06	18.01	19.60	21.88
STEP 9	15.76	17.52	18.49	20.19	22.56
STEP 10	16.18	18.02	19.03	20.82	23.27
STEP 11	16.63	18.51	19.56	21.50	24.01
STEP 12	17.09	19.05	20.12	22.18	24.76
STEP 13	17.57	19.58	20.70	22.89	25.56
STEP 14	18.05	20.14	21.29	23.63	26.36
STEP 15	18.56	20.72	21.90	24.39	27.20
STEP 16	19.08	21.32	22.53	25.17	28.07
STEP 17	19.61	21.93	23.18	25.99	28.96
STEP 18	20.17	22.56	23.86	26.83	29.89
STEP 19	20.68	23.15	24.48	27.54	30.68
STEP 20	21.25	23.80	25.18	28.41	31.63
STEP 21	22.43	25.14	26.61	30.13	33.54
STEP 22	23.10	25.91	27.42	31.14	34.66
STEP 23	23.89	26.80	28.37	32.30	35.94
STEP 24	24.72	27.75	29.37	33.53	37.30
STEP 25	25.63	28.78	30.47	34.89	38.80

All Cells reflect a \$0.75 increase, retroactive to the first day of the employee's contract, for contracted hours only. This mirrored the step enrichment in the Clay Educational Staff Professional Association Contract. A \$500 permanent longevity supplement was given to all employees who have completed 25 years of service and beyond.

Revised: 09/06/2018, 03/07/2019, 11/07/2019, 02/04/2021, 02/03/2022

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2021-2022 Salary Schedule 16

Section II: Certificated



Term of Agreement

ARTICLE XXX TERM OF AGREEMENT

This Agreement is signed and ratified on this 11th day of January, 2022. This Agreement shall be effective from the date of ratification and shall continue in effect through June 30, 2023. This Agreement shall not be extended orally and it is expressly understood that it shall expire on the date indicated.

CLAY COUNTY EDUCATION
ASSOCIATION

CLAY COUNTY SCHOOL BOARD



President



School Board Chair

DRAFT

2020 - 2021 Amendment

Compensation

Article XXVIII: Compensation

A. Experience

1. Up to 30 years of approved, verified state-certified teaching experience may be accepted for new hires. A Clay teacher returning from a Board approved leave of absence shall be placed on the salary schedule based on the approved experience credited to him/her at the beginning of his/her extended leave of absence. Documentation from each previous employer must show that the employee is eligible for rehire. (Note: Prior to July 1, 2001, the maximum years of teaching experience accepted for new hires was 18 years.) Such experience must be full-time experience and gained in schools in the U.S., U.S. territory or under Department of Defense/State jurisdiction that are accredited by an approved accrediting agency at the time of employment, and, effective July 1, 2007, an International Baccalaureate School that has been accredited by the International Baccalaureate Organization (I.B.O.) Effective July 1, 2009, full-time satisfactory teaching experience in a foreign country may be accepted if the school is accredited by any of the six (6) regional accrediting agencies. The teacher must submit the approved Human Resources experience verification form completed in English, or the teacher will pay for a translation by a recognized translation service provider. This experience may include experience in PreK-12 public schools; experience in private or parochial PreK-12 schools with salary adjusted for verified experience beyond four (4) years effective 7-01-97. In addition, up to 18 years may include full-time teaching or counseling experience in colleges or universities, recognized as accredited by the state department of education at the time of employment. Salary will be adjusted for this verified college or university experience beyond four (4) years effective 7-01-99. Excluded is adjunct teaching, teaching or counseling performed while attending the college or university as a student, effective 7-01-98. Beginning with the ratification of the 1992-93 contract, full-time experience as a pre-kindergarten or kindergarten teacher in a school where the primary focus is pre-kindergarten or kindergarten may only be approved when such school is under the jurisdiction of and funded by the state department of education.
2. Effective July 1, 2007, appropriate teaching experience gained in a Florida public school system in the same school year as experience gained as a teacher/administrator in the Clay County School District may be combined in order to be evaluated to earn a year's experience.
3. Full-time experience on the salary schedule may also be approved in accordance with Board policy for occupational experience as appropriate for occupational therapists, physical therapists, speech clinicians, social workers, media specialists, behavior management teachers, counselors, and for vocational trades instructors and for up to four (4) years of approved active military service. Such occupational experience approved for degreed vocational instructors, behavior management teachers, and counselors shall be limited to four (4) years and, for counselors, must have been while contracted under a 310 agreement in a U.S. public school.
4. Effective July 1, 2001, verified administrative experience in a public, private or parochial K-12 school system may be included in the up-to-30 years of approved experience for new hires. Such experience must be full-time and gained in schools in the U.S., U.S. territory or under Department of Defense/State jurisdiction that are accredited by an approved accrediting agency at the time of employment. Experience earned as a Clay County administrator may be credited to the teacher for placement on the salary schedule.
5. Effective July 1, 2009, classroom experience that requires student contact as a Clay County support employee may be credited to the teacher for placement on the salary schedule.

6. Also see Article XXIII (Employment Conditions for Eleven and Twelve Month Instructional Employees) regarding experience for School Psychologists.
 7. Any employee hired after the effective date of this Agreement, who has retired under the Florida Retirement System (FRS), will not be given credit on the salary schedule for any employment before the date of the employee's retirement under the FRS, or the date of DROP exit, whichever is later. Effective July 1, 2011, all other employees who were hired after retiring under the FRS will no longer be given credit on the salary schedule for any employment before the date of the employee's retirement under the FRS, or the date of DROP exit, whichever is later; these employees will be placed on the salary schedule in accordance with experience earned after the date of retirement under the FRS or DROP exit, whichever is later.
- B. New hires and teachers returning from an approved year leave of absence without pay shall be paid in accordance with the schedule set forth in Appendix IV on the basis of approved teaching experience.
- C. Under no circumstance shall any teacher be assigned a salary which is at a higher level than that which is equivalent to his/her approved experience unless eligibility criteria is met by the teacher under performance pay guidelines as specified in the collective bargaining agreement.
- D. The method of advancement to succeeding levels after the 2001-2002 school year shall be determined through negotiations. There shall be no presumption of status quo with respect to the method of advancement.
- E.
1. For the purpose of awarding experience on the salary schedule, a year of service shall be full time paid and contracted actual service of more than one-half of the 196 or more contracted days in the year service was rendered. For the purpose of providing benefits in this Agreement, full time shall mean a person contracted for a six-tenths (.6) or greater allocated position or for (.6) or more of each consecutive day during the contract period unless otherwise indicated.
 2. If an Annual Contract Teacher receives a letter of notification of non-reappointment by May 1st and is subsequently hired the following school year; said Annual Contract Teacher shall not be considered to have had a break in service.
- F. Receipt of Negotiated Salary Steps and/or other Salary Increase Tied to Teacher Performance:
1. Salary adjustments are defined statutorily and mean an addition to the base salary schedule that is not a bonus and becomes part of the employee's permanent base salary. See Paragraph M. for Performance Pay Plan.
- G. ROTC instructors shall be placed in accordance with the special provision as indicated in Appendix IV.
- H. Employees assigned to paid supplement positions shall be paid in accordance with said Appendix and all other provisions of this Agreement.
- I. Teachers shall be paid in 24 equal payments per year.
- J. Terminal Sick Leave:
1. At the employee's option and upon written request by the employee at the time of separation, the Board shall provide terminal pay to any teacher upon the teacher's non-disciplinary separation from school district employment or enrollment in DROP, or to the teacher's beneficiary if service is terminated by death. Such terminal pay shall not exceed one hundred twenty (120) days, and shall be established as outlined below.
 2. Employees hired after November 19, 2002 shall be eligible for terminal pay as defined under this policy upon completion of three consecutive years of service in Clay County. For

employees hired prior to November 19, 2002, Clay County service requirements shown in paragraph J. 3(a) through J. 3 (e) need not be consecutive.

3. For the purposes of determining eligibility for terminal pay, a year of service shall be defined as: paid service rendered in a .6 or greater allocation for a minimum of one day more than half the normal working contract in the fiscal year, provided that eligibility during the first three Clay years shall be based on the anniversary of the initial date of hire. Terminal pay shall be based on the years of service in Clay County. The employee must have been:
 - a. Employed as a teacher for at least three (3) years in Clay County, in which case the terminal pay shall be at the rate of 35% times the number of days of accumulated sick leave times the daily rate of pay, not to exceed a total of one hundred twenty (120) days, or
 - b. Employed as a teacher for more than three (3) years but not more than six (6) years in Clay County, in which case the terminal pay shall be at the rate of 40% times the number of days accumulated sick leave times the daily rate of pay, not to exceed a total of one hundred twenty (120) days, or
 - c. Employed as a teacher for more than six (6) years but not more than nine (9) years in Clay County, in which case the terminal pay shall be at the rate of 45% times the number of days of accumulated sick leave times the daily rate of pay, not to exceed a total of one hundred twenty (120) days, or
 - d. Employed as a teacher for more than nine (9) years but not more than twelve (12) years in Clay County, in which case the terminal pay shall be at the rate of 50% times the number of days of accumulated sick leave times the daily rate of pay, not to exceed a total of one hundred twenty (120) days, or
 - e. Employed as a teacher during and after the thirteenth (13th) year in Clay County in which case the terminal pay shall be at the rate of 100% times the number of days of accumulated sick leave times the daily rate of pay, not to exceed a total of one hundred twenty (120) days.
4. Effective March 17, 2000, an employee who terminates employment through regular FRS retirement shall deposit 100% of his/her terminal sick and annual leave payments into the Board-approved Qualified Retirement Plan, up to the limits established by the Internal Revenue Service.
5. All employees participating in the Plan since its implementation in Clay County, who are under fifty-five (55) years of age at the time of termination of employment and choose, at the time of termination, to take a cash distribution in the amount of 100% of their respective balance from the Board-approved 401(a) Qualified Retirement Plan and are assessed a withdrawal penalty, shall be reimbursed a percentage of the withdrawal by the Board. This reimbursement is an amount equal to the difference between the current withdrawal penalty and the current Social Security and Medicare combined tax contribution rate. If the withdrawal penalty and/or Social Security and Medicare tax rates change, the amount of reimbursement from the Board shall change accordingly.
6. Effective March 17, 2000, an employee who is already enrolled in DROP, or, who elects thereafter to participate in DROP, shall deposit his/her accumulated terminal sick leave pay, for which he/she is eligible, into the Board-approved 401(a) Qualified Retirement Plan, subject to annual contribution limits and according to the following:

Payment	Maximum Percentage of Accumulated Terminal Sick Leave Days
Year 1	20% of 120 days or 20% of the individual's balance of terminal sick leave, whichever is less
Year 2	20% of 120 days or 20% of the individual's balance of terminal sick leave, whichever is less
Year 3	20% of 120 days or 20% of the individual's balance of terminal sick leave, whichever is less
Year 4	20% of 120 days or 20% of the individual's balance of terminal sick leave, whichever is less
Year 5	100% of balance of the individual's terminal sick leave, not to exceed a total of 120 days

- a. The initial payment shall be made on the last payday in April following the employee's DROP effective date, or the last payday in April, 2000, for those already enrolled in DROP as of March 17, 2000. Subsequent payments shall be made on the last payday in April of each year following the employee's DROP effective date anniversary.
 - b. The rate of pay used to calculate the amount to be placed in the 401(a) Plan shall be the employee's daily rate of pay on each payment date.
 - c. If an employee elects to participate in DROP for fewer than the sixty-month maximum, or, has fewer than the sixty-month maximum remaining in DROP as of March 17, 2000, the percentage of terminal sick leave to be deposited each year will change so that, at the end of his/her DROP participation, a total of 100% of the maximum allowed contribution of terminal sick leave pay will have been made to the 401(a) Plan.
 - d. DROP participants may access these terminal sick leave funds prior to termination of employment only through loan procedures outlined in the Plan.
- K. Employees who, by virtue of enrollment in DROP, have deposited terminal leave payment(s) into the Board-approved 401(a) Qualified Retirement Plan, shall continue to deposit such payments as stipulated in paragraph C.5. of this policy, notwithstanding the limitations of paragraph C. This clarification is intended to facilitate the continuation of terminal leave payments to which the Board had committed prior to the November 19, 2002 approval of amendments to this policy.
- L. The Superintendent is authorized to offer an alternate salary schedule when he/she deems it necessary only for the purpose of recruiting for less than full time positions in Speech Pathology, Emotional/Behavior Disorders, Occupational Therapy, or Physical Therapy and only to a teacher whose position will be in such critical shortage area. Such alternate schedule will be 1.15 times the hourly equivalent of the appropriate bachelors salary schedule step plus degree differential, if applicable. Teachers contracted under such schedule shall be exempt from the provisions of Article VII, sections A and B (preparation time) and Article VI, sections A and B1 (duty free lunch).
- M. Performance Pay Plan-Instructional Personnel Salary Schedule/Calculations for Performance Pay
- Under F.S. 1012.22
1. Performance Pay Schedule includes employees holding Annual Contract status, including those who elected to move from the Grandfathered Schedule to the Performance Schedule, thereby relinquishing their PSC or CC contracts.
 2. Grandfather Schedule (GF) includes those employees who currently hold a Professional Services Contract or Continuing Contract.
 3. A process will be developed to allow teachers on GF Salary Schedule the opportunity for a one time schedule change by September 30th of each year to opt into the Performance Pay

Schedule pursuant to F.S. 1012.22(1) (c) 4. Grandfathered teachers who opt into the Performance Pay Schedule forfeit their PSC or CC contracts to come into this schedule.

4. The 2017-2018 Salary Adjustments for Performance Pay will be determined by the following formula:

Per F.S. 1012.22, "The annual salary adjustment under the performance salary schedule for an employee rated as highly effective must be at least 25 percent greater than the highest annual salary adjustment available to an employee of the same classification through any other salary schedule adopted by the district. The annual salary adjustment under the performance salary adjustment for an employee rated as effective must be equal to at least 50 percent and no more than 75 percent of the annual adjustment provided for a highly effective employee of the same classification."

Once placement is determined, salary adjustments will occur based on performance appraisals. Only teachers receiving a rating of Highly Effective or Effective will be eligible for a salary adjustment.

Salary adjustments for performance will be determined by the following formula:

Instructional Personnel, Continuing Contract, PSC Teachers	Instructional Personnel on Annual Contract <i>(all personnel on annual contract as of July 1, 2014)</i>
Highly Effective = 1.0	Highly Effective = 1.25
Effective = 1.0	Effective = 1.0
Needs Improvement or Unsatisfactory = .0	Needs Improvement or Unsatisfactory = .0

The total number of teachers with a final evaluation rating of Highly Effective or effective will be multiplied by the appropriate weight for a weighted total of teachers. The weighted total number is divided into the annually negotiated sum of the monies available for performance pay to determine the salary adjustment. The adjustment will be a permanent addition to the employee's base salary.

The amount of salary increases will be based on the negotiated funds available each year.

Formula:

Negotiated dollars = (# of PSC/CC) (1.33X) + (#of PPE) (X) + (# of PPHE) (1.34X)

PPE = Performance Pay Effective

PPHE = Performance Pay Highly Effective

1. Teachers who are on Probationary Contract will receive no base performance salary increase.
2. All teachers are encouraged to review F.S. 1012.22 as it is related to the new performance pay required by the Student Success Act enacted July 1, 2011. If there are any changes to any statutes regarding Performance Pay, the parties shall reconvene immediately to negotiate such changes.
3. Any release-time officer of CCEA shall receive an evaluation score not lower than the highest performing instructional employee.
4. History of negotiated adjustments
 - 2013-2014: \$446* (This was the year we converted to a new salary schedule. Teachers were moved over and up a level, resulting in a pay increase prior to the additional \$446.)
 - 2014-2015: \$0

- 2015-2016: \$500 to all instructional employees
- 2016-2017: The parties agree to the total amount of the negotiated dollars which includes the employee's contribution of 16.47% for benefits.

TOTAL: 2,064,575.90 to be applied to the agreed upon formula.

- 2017-2018: The parties agree to a salary increase of \$1,000 for PSC/CC teachers in accordance with the established pay for performance formula.
- 2018-2019: The parties agree to a salary increase of \$1,000 for PSC/CC teachers in accordance with the established pay for performance formula.
- 2019-2020: The parties agree to a salary increase of \$2,000 for PSC/CC teachers in accordance with the established pay for performance formula.
- 2020-2021: The parties agree to a new minimum base salary of \$44,867. The Entry Salary Schedule is updated in Appendix IV A. All Instructional Personnel shall receive a minimum \$1,200 salary increase.
- 2021-2022: The parties agree to a new minimum base salary of \$47,500. The parties also agree to a one-time bonus for all instructional personnel with a 2020-2021 final evaluation and employed at the time of ratification, guaranteeing a total compensation package of \$3,000. Those employees who are receiving an increase to their minimum base salary to \$47,500 will have the amount of their salary increase deducted from the \$3,000 bonus.

2022 - 2024 Master Contract

Salary Schedule – Teachers

Appendix IV A: Entry Salary Schedule 2021 - 2022

Regular Bachelor's Schedule (196 days)		
Entry Experience	Level	Salary Schedule
0 - 17	1	\$47,500
18	2	\$47,823
19	3	\$48,840
20	4	\$49,000
21	5	\$50,000
22	6	\$51,000
23	7	\$52,000
24	8	\$53,000
25	9	\$54,000
26	10	\$55,000
27	11	\$56,000
28+	12	\$57,000

2022 - 2024 Master Contract

Salary Schedule – School Psychologists

ENTRY SALARY SCHEDULE SCHOOL PSYCHOLOGISTS 2021-2022

Bachelor's Level (196 days)		
Entry Experience	Level	Salary Schedule
0 - 8	1	\$47,500
9	2	\$48,000
10	3	\$49,000
11	4	\$50,000
12	5	\$51,000
13	6	\$52,000
14	7	\$53,000
15	8	\$54,000
16	9	\$55,000
17+	10	\$56,000

2022 - 2024 Master Contract

Salary Schedule – Occupational Therapists/Physical Therapists

ENTRY SALARY SCHEDULE OCCUPATIONAL AND PHYSICAL THERAPISTS 2021-2022 (Bachelor's Level - 196 days)

Entry Experience	Level	Salary Schedule
0	1	\$47,500
-	2	\$48,000
-	3	\$50,000
-	4	\$52,000
-	5	\$54,000
-	6	\$56,000
-	7	\$58,000
2	8	\$60,000
-	9	\$62,000
3	10	\$64,000
-	11	\$66,000
-	12	\$68,000
-	13	\$70,000
5-6	14	\$72,000
7-9	15	\$74,000
10	16	\$76,000
-	17	\$78,000

OT/PTs hired after ratification in the 2013-2014 school year will be placed on the “new step”/salary schedule based upon the verified experience. OT/PTs with 10+ years of experience shall enter the salary schedule at level 16.

In addition to experience granted as a full-time occupational or physical therapist, experience may also be granted for full time experience as a certified occupational therapist assistant or a licensed physical therapist assistant. Two years of verified work as an assistant shall be equivalent to one year on the OT/PT salary schedule. Increments of less than one year shall not be applied to the schedule.

2022 - 2024 Master Contract

Salary Schedule – Athletic Directors

ENTRY SALARY SCHEDULE ATHLETIC DIRECTORS 2021 - 2022

- A. 216 day contracts will be issued in accordance with laws governing teacher contracts. The salary shall be as provided below.
- B. The athletic director may be paid up to three (3) athletic supplements (at 196 day rate) as provided in Appendix V.
- C. Salary Schedule - Bachelor's Degree (Higher Degree Differential - See Appendix IVC)

Entry Experience	Level	Salary Schedule
0 - 14	1	\$53,000
15	2	\$54,000
16	3	\$55,000
17	4	\$56,000
18	5	\$57,000
19	6	\$58,000
20	7	\$59,000
21	8	\$60,000
22	9	\$61,000
23	10	\$62,000
24	11	\$63,000
25+	12	\$64,000

2022 - 2024 Master Contract

Salaries – Degree Differentials

Appendix IV B: Salaries - Degree Differentials

Degree Differentials shall be as follows:

A. 196 Day Teachers (See Below For School Psychologists)

Master's or higher degrees reflected on official transcripts

Master's Degree \$2,000

Specialist Degree \$2,700

Juris Doctorate \$2,700

Doctorate Degree \$3,300

B. 196 Day School Psychologists

Note: To receive the differential, the official transcript must reflect the field of School Psychology and the appropriate level for the differential.

Master's or higher degrees reflected on official transcripts

Master's Degree \$2,000

Specialist Degree \$2,700

(Must hold Specialist Degree or equivalent Planned Program in the field of Counseling or Psychology)

Doctorate Degree \$3,300
(Must hold Doctorate degree)

C. Teachers or School Psychologists With Contracts Over 196 Days: Amount Listed Above Will Be Prorated Based On The Actual Number Of Contract Days.

D. It is the responsibility of the individual claiming eligibility for degree differential compensation to supply all information required by the Human Resources Division to establish eligibility.

E. The Master's or higher degree must be granted from a college or university recognized as accredited by the State department of education, at the time the degree was granted.

2022 - 2024 Master Contract

Salaries – Pay Differentials

Appendix IV C: Salaries - Pay Differentials

A. Summer School Compensation

Classroom teachers working during the summer break shall be paid at the same rate of pay as during the school year preceding the summer term and will remain in effect until the completion of summer school.

B. Other Compensation

1. In the case of in-service workshops, curriculum development, or other projects approved as part of a grant, entitlement, or intergovernmental agreement, teachers may be paid in accordance with the amount allocated for the project, grant, or agreement.
2. Effective July 1, 2005, the district will pay a one-time lump sum payment of \$400.00 (four hundred dollars) to teachers who have completed the required mandatory in-service training for the reading endorsement and this area has been added to the teacher's present certificate. Verification and payment will be based upon receipt from the Human Resources Office.
3. Effective July 1, 2007, the district will pay a one-time lump sum payment of \$400 (four hundred dollars) to teachers who have completed ESOL endorsement/certification (equivalent to 300 hours of ESOL Inservice) and this area has been added to the teacher's present certificate. Verification and payment will be based upon receipt from the Human Resources Office.

C. In-service Workshops

1. When approved by the Superintendent or his/her designee, instructional personnel attending workshops after the normal school day will be paid a stipend of \$12 per hour, except as otherwise provided in this contract.
2. Professional Development Advisory Council members who are required to meet beyond the normal school day or beyond the scheduled day, shall receive a supplement equal to that paid for in-service workshops

D. New Teachers

All new teachers whose employment begins at the start of the school year, including those who will be enrolled in the new teacher orientation program shall be paid at the rate of \$10.00 per hour for their participation in the workshops held prior to the first day for teachers.

E. Other Programs (Other than 310 Agreements)

Teachers employed in other programs beyond the scheduled day or during the summer shall be paid as follows:

1. Regularly contracted teachers in Clay County - hourly rate based on their 196-day contract salary.
2. Teachers not under regular contract in Clay County - hourly rate based on the beginning (0 years) salary on the adopted teacher salary schedule.
3. Regularly contracted teachers in Clay County may be assigned on a volunteer basis the responsibility of utilizing their scheduled unassigned preparation period as defined in Article VII, sections A and B for the purpose of covering classes of teachers who are absent. Such teachers shall be paid an additional salary of \$10.00 per hour. All efforts shall be made by the

administration to secure regular substitute teachers in such instances. Certified teachers who volunteer to utilize their planning periods to cover the classes of early intervention/pre k teachers shall be paid \$10 per half hour.

4. Regularly contracted secondary teachers in Clay County may volunteer to teach a six (6) period day. Such teachers shall be paid an additional salary equal to their current hourly rate. Current hourly rate is calculated as contract salary (as defined in Appendix IVA) inclusive of degree differentials and special compensation (Appendix IVC and IVD, G.3.) divided by the number of days of the contract and divided by 7.50 work day hours. This sixth (6th) period shall be in lieu of the planning/preparation/conference time referenced in Article VII (C) (1) of this Agreement (which includes the time when there is assignment of professional duties involving the monitoring of students for their safety referenced in Article VIII of this Agreement). The decision of the principal concerning the selection of the teacher to teach a 6-period day shall be final.

F. Special Compensation:

1. Critical Teacher Shortage Areas

Critical teacher shortage areas shall be identified on or before July 1st of each school year by the district. Teachers assigned to these areas will receive a supplement of \$100.00 for the school year in which they are serving in this capacity.

2. Employees who fill the following allocated positions shall receive the percent indicated applied to the base salary (0 year experience, Level A) of the teachers' Salary Schedule, rounded to the nearest whole dollar, and prorated to the length of the respective contract length added to the respective normal contracted salary.

Speech Clinician	10.00
Speech Clinician with State License *Speech Clinicians who hold a state license in the area of speech pathology must provide the documentation of a valid state license.	15.00
Behavior Analyst with Board Certified Behavior Analyst License	18.00
Emotional/Behavior Disorders (E/BD), Autistic Spectrum Disorders (ASD), E/BD Self Contained, IND, VI, HI, PI, AIMS and Specially Designed Adaptive P.E	8.00
Applied Technology for the Handicapped, allocated to work full-time with students classified as E/BD, ASD, IND, VI or PI	8.00
This additional compensation will be paid in 24 equal installments for in-field certified teachers. Upon completion of 6 hours toward certification requirements, an out-of-field teacher will receive the additional compensation, paid as a supplement, in one payment for that year.	

3. Teachers assigned to Title I schools will receive a supplement of \$100.00 for the school year in which they are assigned to the Title I school.

2022 - 2024 Master Contract

Salaries – ROTC Instructors

Appendix IV D: Salaries - ROTC Instructors

- A. Salaries will be based on the greatest amount of 1 or 2 below and will be paid in 24 bi-monthly installments.
 - 1. The 11-month teachers' salary schedule for, or
 - 2. 11/12 of the annual salary submitted by the U.S. Navy based on the active duty pay less the retired pay for those ROTC personnel employed.
- B. Summer school employment will be contingent on need and pay will be in addition to that agreed upon in Item A above. Summer pay will be based on the established rate at the time of the summer contract in the same manner as figured in Step A above and this additional time will be reported to the Navy as such.
- C. All vouchers will be co-signed by the County Office and all checks for reimbursement will be sent directly to the Office of the Superintendent. The Navy shall be notified of this by the officers of the school NJROTC units.

2022 - 2024 Master Contract

Salaries – Academic and Athletic Differentiated Pay Scale

Appendix V: Salaries - Academic and Athletic Differentiated Pay Schedule

Note: Supplements will be calculated using a base amount of \$35,000.00. Principals will not split supplemental postings. Any splitting of supplements will be initiated by the teachers intending to split the supplement. The following supplements will be allocated to the respective schools as a maximum amount which shall be used to pay one or more individuals sponsoring the indicated activity.

ACADEMIC SUPPLEMENTS:

Unless otherwise indicated, supplemental salary is to be paid in equal installments. Classroom Teacher Department Heads, ESE, Resource Department Heads, and Specialists are Academic Coordinators. All other supplements are Extracurricular Activities. “END” supplements will be paid upon completion of the activity and written recommendation of the principal. Any production must be performed before the public and will consist of a full length play.

Supplement	Method of Payment	Percent
Academic Coach, Local School	End	5.40
Academic Coach, District	Equal	7.5
Activities Program Coordinator, JH	Equal	13.00
Annual Staff, HS	Equal	8.00
Annual Staff, JH	Equal	6.50
Band Director, HS <i>(Minimum of two major performances; football games; district marching festival; solo and ensemble; concert band and state festivals when applicable.)</i>	Equal	13.50
Band Director, JH <i>(Minimum of four performances; solo and ensemble; district concert festival; pep band.)</i>	Equal	7.50
Band End of Year Supplement <i>(Two additional major festivals – three community events equals one major event.)</i>	End	1.50
Bayard Point Sponsor	Equal	4.10
Choral Directors HS/JH <i>(Minimum of four separate performances per year; district solo and ensemble and concert festivals.)</i>	Equal	7.50
Choral Director End of Year Supplement <i>(Two additional major festivals – three community events equals one major event.)</i>	End	1.50
Co-Curricular Club	Equal	4.10
Core Team Leader Elementary	Equal	1.50
Core Team Leader Secondary	Equal	2.75
Dance Team Sponsor HS	Equal	6.00

Supplement	Method of Payment	Percent
Dance or Drill Team Sponsor JH	Equal	4.70
Debate Team (Must include formal competitions outside of the school setting.)	End	3.10
Department Head (3-5 teachers)	Equal	6.00
Department Head (6-10 teachers)	Equal	6.50
Department Head (11-16 teachers)	Equal	7.00
Department Head (17-20 teachers)	Equal	7.50
Department Head (21 or more teachers)	Equal	8.00
Directing Teacher of School Interns	End	3.00
Director of Junior or Senior Class Play (per major performance)	End	1.30
Discretionary Supplement	End	1.50
District Music	End	3.60
Drama HS	End	6.00
Drama JH	End	6.00
Drill Team Sponsor HS	Equal	6.00
Elementary Technology Coach	Equal	6.00
Secondary Technology Coach	Equal	8.00
Elementary Performance/Production (Music Teachers Will Be Given Priority: minimum of two separate productions and includes planning, practice, advertising, etc.) NOTE: This supplement may be used a maximum of three times per school.	End	3.00
Elementary Track Meet Coordinator	End	3.60
ESE Intervention Committee Facilitator	Equal	3.10
Flag Corps Sponsor	Equal	3.20
Freshman Class Sponsor	Equal	2.60
Future Educators Club	Equal	2.75
Junior Class Sponsor	Equal	4.75
Majorette Sponsor	Equal	3.20
Math Field Day Coordinator, District	End	3.60
Math Team (Must include formal competitions outside of the school setting.)	End	3.10

Supplement	Method of Payment	Percent
National Beta Club Sponsor	Equal	4.10
National Junior High Honor Society Sponsor	Equal	3.10
National Honor Society Sponsor	Equal	4.10
Newspaper Staff HS	Equal	4.10
Newspaper Staff JH	Equal	2.50
Peer Teacher (with portfolio requirement)	Equal	6.00
Safety Patrol Elementary	Equal	2.10
Science Fair Coordinator, District	End	6.00
Science Fair Coordinator, Local School	End	3.60
Senior Class Sponsor	Equal	4.25
Sophomore Class Sponsor	Equal	2.75
Specialist, 10-Month	Equal	6.00
Specialist, 11-Month	Equal	6.60
Specialist, 12-Month	Equal	2.75
Special Olympics Coordinator	End	6.00
Spelling Bee Coordinator, District	End	3.60
Student Council Elementary	Equal	1.50
Student Council HS	Equal	4.10
Student Council JH	Equal	3.60
Support Peer Teacher (Without portfolio requirements)	Equal	4.00
Title I Lead Teacher/Department Head	Equal	6.00
Very Special Arts Coordinator	Equal	6.00

Athletics Supplements:

1. **Athletic supplements for seasonal sports shall be paid in a lump sum upon completion of the activity. A supplement will be prorated if a coach quits prior to completion of the season. No more than three (3) athletic supplements may be paid to a single individual without approval of the Superintendent and documentation that all resources have been exhausted.

Exceptions – Football supplements will be paid as follows:

- 75% at end of playing season
- 25% at end of spring practice

2. Athletic Coach Certification: All Coaches must possess a valid part-time athletic coaching or full-time professional Educator's certificate from the State of Florida. A copy of the certificate or a copy of a completed application for the certificate, with evidence that all requirements for certification have been met, must be presented prior to student contact. Head coaches, athletic directors, and junior high/middle school activities program coordinators who have the Florida certification endorsement as Athletic Coach in addition to their regular teaching certification will receive 1.0% of the base salary, in addition to their athletic supplement upon presentation of the certification endorsement.

Supplement	Method of Payment	Percent
Athletic Coaching Endorsement (Head, Athletic Directors, JH, School Programs Coordinators with athletic coaching endorsement)	End	1.00
Baseball, Head HS	End	12.00
Baseball, Assistant HS	End	7.00
Baseball, JV Head HS	End	8.00
Baseball, Head JH	End	6.00
Baseball, Assistant JH	End	5.00
Basketball, Head HS	End	13.60
Basketball, Assistant HS	End	8.00
Basketball, JV Head HS	End	6.85
Basketball, Head JH	End	6.85
Cheerleading, Head Varsity	Equal	12.00
Cheerleading, Head Junior Varsity HS	Equal	9.00
Cheerleading, Head JH	Equal	9.00
Cross Country, Head HS	End	6.00
Flag Football, Head HS/JH/M	End	6.00
Football, Head HS	End	18.25
Football, Assistant HS	End	11.55

Supplement	Method of Payment	Percent
Football, JV, Head HS	End	12.00
Football, Head JH	End	10.00
Football, Assistant JH	End	9.10
Golf, Head HS	End	6.50
Intramural Program Sponsor JH	End	5.15
Intramural Program Sponsor JH Assistant	End	4.70
Rhythmic Gymnastics, Head HS/JH/M	End	6.00
Soccer, Head HS	End	10.00
Soccer, Assistant HS	End	6.00
Soccer, Head JV HS	End	7.00
Soccer, Head JH	End	6.00
Soccer, Assistant JH	End	5.15
Softball, Head HS (Fast Pitch)	End	12.00
Softball, Assistant HS (Fast Pitch)	End	7.00
Softball, Head JV HS (Fast Pitch)	End	8.00
Softball, Head JH (Fast Pitch)	End	6.00
Softball, Assistant JH (Fast Pitch)	End	5.00
Softball, Head HS (Slow Pitch)	End	7.00
Softball, Assistant HS (Slow Pitch)	End	6.00
Softball, Head JH (Slow Pitch)	End	6.00
Softball, Assistant JH (Slow Pitch)	End	5.00
Swimming, Head HS	End	10.00
Swimming, Head JH	End	5.15
Tennis, Head HS	End	7.00
Track, Head HS	End	10.00
Track, Assistant HS	End	7.00
Track, Head JH	End	6.00
Track, Assistant JH	End	5.15

Supplement	Method of Payment	Percent
Volleyball, Head HS	End	10.00
Volleyball, Assistant HS	End	7.00
Volleyball, Assistant JH	End	5.15
Volleyball, Head JV	End	6.00
Volleyball, Head JH	End	6.00
Weightlifting, Head HS	End	7.00
Weightlifting, Head JH	End	6.00
Wrestling, Head HS	End	10.00
Wrestling, Assistant HS	End	7.00
Wrestling, Head JH	End	5.15

2022 - 2024 Master Contract

Community Education – Fee Based Salaries

~~2015–2016~~ 2021-2022

Class Offerings

Effective 7/01/2013:

Art	\$26.00/ hour instruction only
Basic Photography	\$26.00/ hour instruction only
Dancing (All)	\$26.00/ hour instruction only
Driver's Education	\$26.00/ hour instruction only
Culinary Arts (All) \$	\$26.00/ hour instruction only
Video Production Class	\$26.00/ hour instruction only
AutoCAD	\$26.00/ hour instruction only
Graphics	\$26.00/ hour instruction only
Computer Classes (All)	\$26.00/ hour instruction only
Crafts (All)	\$26.00/ hour instruction only
First Aid/CPR	\$26.00/ hour instruction only
Foreign Languages	\$26.00/ hour instruction only
Gymnastics	\$26.00/ hour instruction only
Music/Choral/Instrumental	\$26.00/ hour instruction only
Physical Education (All)	\$26.00/ hour instruction only
Parenting	\$26.00/ hour instruction only
Sign Language	\$26.00/ hour instruction only
Technology Education	\$26.00/ hour instruction only
Baton Twirling	\$26.00/ hour instruction only
Drama	\$26.00/ hour instruction only
Auto Mechanics	\$26.00/ hour instruction only
Business Enterprise: Home Based	\$26.00/ hour instruction only
ParaPro Assessment Review	\$26.00/ hour instruction only
Community Education Assistant	\$10.00/ hour
Test Coordinator (Adult Ed.)	\$15.00 per hour
Evening Monitor (Adult Ed.)	\$10.00 <u>\$12.00</u> per hour
Volunteer Tutor Coordinator (Adult Ed)	\$26.00 per hour (Eff. 01/16/2014)

Summer Recreation

Site Director	*\$16.00/hour supervision plus prep time
Art Coordinator	**\$13.00/hour instruction plus prep time

*Site Director is entitled to four hours of pre-planning

**Art Coordinator is entitled to four hours of pre-planning

Registration fees are determined by the instructor's salary, retirement, social security, 35% indirect costs and materials if needed.

Board Approved: 01/16/2014, 02/03/2022

Section III: Support



Term of Agreement

ARTICLE XIX TERMS OF AGREEMENT

This Agreement is signed and ratified on this 14th day of January, 2022. This Agreement shall be effective from the date of ratification and shall continue in effect through June 30, 2022. This Agreement shall not be extended orally and it is expressly understood that it shall expire on the date indicated.

CLAY EDUCATIONAL STAFF
PROFESSIONAL ASSOCIATION
LOCAL 7409

SCHOOL DISTRICT OF CLAY
COUNTY



President



School Board Chair

2020 - 2021 Amendment

Compensation

Article XVIII: Compensation

- A. Compensation shall be provided to all employees covered by this Agreement as set forth in Appendix D of this Agreement.
- B. For the purpose of providing benefits in this Agreement, full time shall mean a person contracted for a six tenths (.6) or greater allocated position or for (.6) or more of each consecutive normal work day during the contract period unless otherwise indicated.
- C. Terminal Sick Leave: At the employee's option and upon written request by the employee at the time of separation, the Board shall provide terminal pay of up to one hundred twenty (120) days to any support employee upon the employee's non-disciplinary separation from school district employment or enrollment in DROP, or to the employee's beneficiary if service is terminated by death.
 - 1. Employees hired after November 19, 2002, shall be eligible for terminal pay as defined under this policy upon completion of three (3) consecutive years of service in Clay County. For employees hired prior to November 19, 2002, Clay County service requirements shown in paragraph C.2 (a) through C.2 (e) need not be consecutive.
 - 2. For the purposes of determining eligibility for terminal pay, a year of service shall be defined as: paid service rendered in a .6 or greater allocation for a minimum of one day more than half the normal working contract in the fiscal year, provided that eligibility during the first three Clay years shall be based on the anniversary of the initial date of hire.

Terminal pay shall be based on the years of service in Clay County. The employee must have been:

- a. Employed for at least three (3) years in Clay County, in which case the terminal pay shall be at the rate of thirty-five percent (35%) times the number of days of accumulated sick leave times the daily rate of pay, not to exceed a total of one hundred twenty (120) days, or
- b. Employed for more than three (3) years but not more than six (6) years in Clay County, in which case the terminal pay shall be at the rate of forty percent (40%) times the number of days accumulated sick leave times the daily rate of pay, not to exceed a total of one hundred twenty (120) days, or
- c. Employed for more than six (6) years but not more than nine (9) years in Clay County, in which case the terminal pay shall be at the rate of forty-five percent (45%) times the number of days of accumulated sick leave times the daily rate of pay, not to exceed a total of one hundred twenty (120) days, or
- d. Employed for more than nine (9) years but not more than twelve (12) years in Clay County, in which case the terminal pay shall be at the rate of fifty percent (50%) times the number of days of accumulated sick leave times the daily rate of pay, not to exceed a total of one hundred twenty (120) days;

- e. Employed during and after the thirteenth (13th) year in Clay County in which case the terminal pay shall be at the rate of one hundred percent (100%) times the number of days of accumulated sick leave times the daily rate of pay, not to exceed a total of one hundred twenty (120) days.
3. As used in this section, one day of leave shall mean the equivalent in hours.
4. Effective March 17, 2000, an employee who terminates employment through regular FRS retirement shall deposit one hundred percent (100%) of his/her terminal sick and annual leave payments into the Board-approved Qualified Retirement Plan, up to the limits established by the Internal Revenue Service.
5. All employees participating in the Plan since its implementation in Clay County, who are under fifty-five (55) years of age at the time of termination of employment and choose, at the time of termination, to take a cash distribution in the amount of one hundred percent (100%) of their respective balance from the Board-approved 401(a) Qualified Retirement Plan and are assessed a withdrawal penalty, shall be reimbursed a percentage of the withdrawal by the Board. This reimbursement is an amount equal to the difference between the current withdrawal penalty and the current Social Security and Medicare combined tax contribution rate. If the withdrawal penalty and/or Social Security and Medicare tax rates change, the amount of reimbursement from the Board shall change accordingly.
6. Effective March 17, 2000, an employee who is already enrolled in DROP, or, who elects thereafter to participate in DROP, shall deposit his/her accumulated terminal sick leave pay, for which he/she is eligible, into the Board-approved 401(a) Qualified Retirement Plan, subject to annual contribution limits and according to the following:

<u>Payment</u>	<u>Maximum Percentage of Accumulated Terminal Sick Leave Days</u>
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- | | |
|--------|--|
| Year 1 | 20% of 120 days or 20% of the individual's balance of terminal sick leave, whichever is less |
| Year 2 | 20% of 120 days or 20% of the individual's balance of terminal sick leave, whichever is less |
| Year 3 | 20% of 120 days or 20% of the individual's balance of terminal sick leave, whichever is less |
| Year 4 | 20% of 120 days or 20% of the individual's balance of terminal sick leave, whichever is less |
| Year 5 | 100% of balance of the individual's terminal sick leave, not to exceed a total of 120 days |
- a. The initial payment shall be made on the last payday in April following the employee's DROP effective date, or, the last payday in April, 2000, for those already enrolled in DROP as of March 17, 2000. Subsequent payments shall be made on the last payday in April of each year following the employee's DROP effective date anniversary.
 - b. The rate of pay used to calculate the amount to be placed in the 401(a) Plan shall be the employee's daily rate of pay on each payment date.

- c. If an employee elects to participate in DROP for fewer than the sixty-month maximum, or, has fewer than the sixty-month maximum remaining in DROP as of March 17, 2000, the percentage of terminal sick leave to be deposited each year will change so that, at the end of his/her DROP participation, a total of one hundred percent (100%) of the maximum allowed contribution of terminal sick leave pay will have been made to the 401(a) Plan.
 - d. DROP participants may access these terminal sick leave funds prior to termination of employment only through loan procedures outlined in the Plan.
- D. Employees who, by virtue of enrollment in DROP, have deposited terminal leave payment(s) into the Board-approved 401(a) Qualified Retirement Plan, shall continue to deposit such payments as stipulated in paragraph C.6. of this policy, notwithstanding the limitations of paragraph C. This clarification is intended to facilitate the continuation of terminal leave payments to which the Board had committed prior to the November 19, 2002 approval of amendments to this policy.
- E. Staff Meetings
 - 1. Meetings with staff may be conducted by supervisors on a monthly basis or as determined by the Superintendent. Such meetings will be conducted during the workday, whenever possible.
 - 2. Bus drivers and bus monitors may be required to attend meetings called by the Director of Transportation or as deemed necessary by the Superintendent.
 - 3. Staff meetings conducted outside the regularly scheduled workday or route day shall be reimbursed at the rate of \$11.00 per hour (Bus Drivers \$11.00 an hour). Inservice conducted outside the regularly scheduled workday or route day shall be reimbursed at the rate of \$11.00 per hour (Bus Drivers \$11.00 an hour).
- F. Overtime payments (time and one-half) for meetings and inservice as outlined in this Article and in the Salary Schedule Table regarding Transportation Bus Drivers and Bus Monitors shall apply only when the work week extends beyond 37.5 hours and applies only to the portion extending beyond 37.5 hours.
- G. Inservice:
 - 1. Support personnel will be paid a stipend of \$11.00, per hour for completed workshops after the normal work day.
 - 2. Every effort will be made to schedule mandatory inservice training during an employee's regular contract hours. Mandatory inservice scheduled outside of the regular contract hours will be paid at the stipend rate references above.
- H. Summer School: (Extended School Year)

Nine (9) and ten (10) month employees of the School Board who are employed during the summer shall be paid at either (1) a rate equivalent to their normal rate of pay in effect at the close of the school year, or (2) the normal rate of pay for the position employed in during the summer, or a rate of pay selected from the rates determined for Temporary Adult Labor.
- I. Placement of support personnel in summer school positions when allocated shall be made in the best interest of the student in accordance with the IEP, current job title, consideration of the mix of the exceptionalities in the summer school setting, employee's familiarity with the specific group of students,

ESE experience and training, and all else being equal, seniority. The primary consideration shall be the goal of providing optimal staffing for students within the summer school center.

J. Contract Day:

The number of contract days in a year shall be listed in Table V and may vary based on the needs of the district.

K. Experience - Clay County School Board and External Experience:

For the purpose of awarding experience on the salary schedule, a year of service shall be paid and contracted actual service of more than one-half of the normal number of contracted days for the .4 or greater allocated position employed in the year service was rendered. Former Clay County teachers who take a support position immediately upon leaving their teaching position in Clay County shall be credited with all their teaching experience, up to the maximum experience on the current salary schedule. Service external to the Clay County School Board must be verified and approved by the Division of Human Resources. Verified experience gained in other U.S. public school systems may be approved on the same basis as experience gained in the Clay County School System. All other experience must be verified by the agency or company on the school board approved form, on letterhead stationery, or other documentation approved by the Division of Human Resources and must be full time paid actual service of more than one-half of the fiscal year indicated by the former employer. In instances where the employer is unable to verify its fiscal year, the school fiscal year shall be used. No experience may be counted more than one time for the purpose of accumulating experience.

L. Experience on the salary schedule shall be permitted in accordance with the Rules For Implementation of Support Personnel Salary Schedule, 1.3.0 and section 2.0.0 for work done in a closely related field.

M. The Superintendent is authorized to offer an alternate salary schedule when he/she deems it necessary for the purpose of recruiting for Certified Occupational Therapy Assistants and Physical Therapy Assistants. Personnel contracted under such schedule shall be exempted from the provisions of Table I, Rules for Implementation of the Support Personnel Salary Schedule, except those provisions of section 2.3.0. (See Table IID for salary schedule)

N. Compensation for an employee when he/she is required to work on a paid holiday, or on a "NON PAID, NON-WORKING DAY", shall be at one and one-half times the employee's regular hourly rate of pay.

O. All nine-month employees will be paid on the nine-month pay schedule.

2021 - 2022 Amendment

Compensation Proposal History

COMPENSATION PROPOSAL HISTORY

- 2019-2020:
 - The Board proposes a one (1) step salary increase on the approved salary schedule for all CESPAs unit members employed by the district at the time of ratification by both parties. Such step increase will be retroactive to the first day of the employee's 2019-2020 contract, with the exception of rates affecting field trips which will go into effect the first day of the pay period after School Board Ratification.
 - The Board proposes a \$0.25 increase to each cell of the Support Personnel Pay Structure with the exception of Table II-D, paid retroactively to the first day of the Employee's 2019-2020 Contract.
- 2020-2021:
 - The Board proposes a \$1.00 increase to each cell of the Support Personnel Pay Structure, effective January 3, 2021. This increase applies to all Support Personnel who are employed by Clay County District Schools upon the date of contract ratification.
- 2021-2022:
 - The Board proposed a Compensation Package to increase each cell by \$0.75 on the Support Salary Schedule. The Board also proposed raising any cells below \$12.00 after the \$0.75 was applied to \$12.00. The Board proposed an additional \$1.50 per cell for the LPN / RN Salary Schedule.
 - The District proposed a one time scaled bonus for those employees who are employed at the time of the 2021-2022 contract ratification, by both the School Board and CESPAs. The scaled bonus will be based on \$1,500.00 for 10-month employees.
 - 9 month contract employee one time proposed bonus: \$1,250.00
 - 10 month contract employee one time proposed bonus: \$1,500.00
 - 11 month contract employee one time proposed bonus: \$1,750.00
 - 12 month contract employee one time proposed bonus: \$2,000.00

2021 - 2022 Amendment

Table I: Rules for Implementation

1.0.0 Salary Schedule Structure

- 1.1.0 The salary schedule will include twenty five (25) steps for each Band/Grade. There shall be a constant percentage between each step within the Band/Grade.
- 1.1.1 A \$500.00 permanent longevity supplement will be given annually to all employees who complete twenty-five (25) years of service and beyond.
- 1.2.0 The range spread between step 1 and step 25 shall be greater for the higher Bands/Grades.

1.3.0 Placement on Salary Schedule

- 1.3.1 After initial implementation of the schedule, new employees shall be placed at the step (1-5) associated with approved years of verified, directly-related experience in their same job category.
- 1.3.2 Step 1 through Step 5 shall correspond to 0 to 4 years of experience. Step 5 shall be the maximum step for initial placement of new employees.
- 1.3.3 This limitation shall not apply to support personnel who elect to transfer from their support position to an administrative or Table I managerial position, and then back to a support position. Step placement for such personnel shall be in accordance with section 3.6.0 of this Table.
- 1.3.4 The Waste/Water Operator, Wastewater Operator and/or Lead Waste/Water Operator will be able to bring all approved years of verified, directly-related experience to the job entry level.
- 1.3.5 Positions which require subsequent acquisition of State School Bus Mechanic Certification will be able to bring up to ten (10) years of verified, directly related experience to the job entry level.
- 1.3.6 The positions of Programmer/Analyst, Network Specialist, Instructional Application Specialist, Network Security Specialist, Lead HVAC Technician, HVAC Technician, Lead Electrical Technician, Electrical Technician, Lead Electronics Technician, Electronics Technician, Lead Plumber, Plumber, Boiler Tender, Lead Painter, Painter, Lead Carpenter, Carpenter, Lead Roofer, Roofer, Lead Heavy Equipment Operator, Heavy Equipment Operator, Maintenance Mechanic, District-Wide School Maintenance Mechanic, Lead Pest Control Operator, Pest Control Operator, Locksmith, Building Automation Specialist (BAS) Technician, Building Automation Specialist (BAS) Specialist, Cafeteria Kitchen Equipment Technician, and Lead Cafeteria Kitchen Equipment Technician will be able to bring up to ten (10) years of verified, directly-related experience to the job entry level upon successful demonstration of the directly-related experience. Beginning July 1, 2015, RN and LPN positions will be able to bring up to ten (10) years of verified, directly-related experience to the job entry level upon successful demonstration of the directly-related experience. Beginning July 1, 2016, RN's and LPN's hired prior to July 1, 2015, will have ninety days following ratification to submit to Human Resources any documented years of outside service beyond the initial years used for placement upon hire. After verification of said documents, said employees will be credited with up to a total of ten (10) years verified, directly related experience and pay will be applied to their pay scale upon ratification.
- 1.4.0 Former Clay County teachers who take a support position immediately upon leaving their teaching position in Clay County shall be credited with all their teaching experience, up to the maximum experience on the current salary schedule.

2.0.0 Advancement on Salary Schedule

- 2.1.0 Step increases shall be subject to collective bargaining and there shall be no presumption of advancement beyond the current step after 2003-2004.
- 2.2.0 A year of experience shall be earned if the employee has earned one day over one-half of the contract year for the allocated position of .4 or greater.
- 2.3.0 Effective with the 1998-99 school year, any employee who receives an overall rating of Below Standards in the final performance evaluation conference of the school year will receive the same salary in the next school year as he/she received during the Below Standards year of service. Such employee will be ineligible for negotiated advancement on the applicable salary schedule (i.e. receipt of a step), regardless of stipulations in Section 2.2. above. In addition, the employee who receives such a rating will be ineligible for receipt of any negotiated increase in the actual value of a step on the applicable salary schedule. This salary freeze shall not apply to incentive pay added to the normal contracted salary. This salary freeze will apply for, at least, the school year following the employee's receipt of the Below Standards evaluation. If, during the frozen salary year, the employee earns at least an "Achieves Standards" rating on the year's evaluation, he/she will be placed back on the salary schedule for the following year, and, if eligible and bargained, granted a step. If the employee referenced in 1. above receives at least "Achieves Standards" ratings in the final performance evaluation conferences of the two school years following the receipt of a "Below Standards" rating, the employee will be eligible, the third year, for the salary step and/or step amount that would have applied had the employee never earned the "Below Standards" rating.
- 2.4.0 All experience granted prior to January 1, 1993, under existing rules and regulations shall remain credited to the employee.

3.0.0 Reclassification Due To Transfer/Surplus/Discipline/Promotions

- 3.1.0 Employees transferring to another job classification shall be placed on the schedule for the new band/grade based on placement in accordance with the provisions of this section.
- 3.2.0 Employees who voluntarily transfer to a job with a higher band/grade will be immediately reclassified and the pay rate adjusted in accordance with the new step placement. Step placement will be based on verified approved experience in the new job, up to step 10, or on the current step placement, whichever is higher. Employees on a special compensation salary schedule, who voluntarily transfer to a job, will be immediately reclassified and the pay rate adjusted in accordance with the new step placement. Step placement will be based on verified, approved experience in the new job, up to step 10, or on the current step placement, whichever is higher.
- 3.3.0 Employees who voluntarily transfer to a job with a lower or same band/grade will be immediately reclassified and the pay rate adjusted. Step placement will be based on the current step placement, or the step appropriate for experience credited in the new position, up to step five (5).
- 3.4.0 If an employee is involuntarily transferred to a job with a lower band/grade with an effective start date at the beginning of the next contract year, adjustment of pay to the lower band/grade will start at the beginning of the next contract year.
- 3.5.0 If an employee is involuntarily transferred to a job with a lower band/grade with an effective start date before the beginning of the next contract year, adjustment of pay to the lower band/grade will start at the beginning of the next contract year.
- 3.6.0 Employees who are transferred as the result of disciplinary action will be immediately reclassified to the new band/grade at the same step and the pay rate adjusted.

- 3.7.0 Support employees who elect to transfer to a managerial or administrative position in Clay County, and who later transfer back to a support position, will be placed on the band/grade applicable for the support position at the step they held prior to leaving the support position.
- 3.8.0 An employee who is officially assigned, in writing, by the Supervisor, to fulfill the duties of an absent employee who works in a higher band/grade shall, after seven (7) consecutive days, be paid at his own step but at the higher band/grade for all of the time during which he was assigned to the higher band/grade. Such assignment shall be at the sole discretion of the Supervisor.
- 4.0.0 **Job Descriptions and Initial Classification and Reclassification Procedures**
- 4.1.0 The Board shall approve and maintain a separate job description for each position listed in Table V.
- 4.1.1 An initial classification for a new position shall be reviewed for initial classification in accordance with the procedures in this section.
- 4.1.2 Thirty (30) days prior to a new CESPBA bargaining unit position being proposed for Board approval, the new job description shall be submitted to a review committee comprised of the Assistant Superintendent for Human Resources, Director of Support Personnel and a CESPBA Representative designated by the CESPBA president, (CESPBA representative shall not be currently assigned to the department or school which is under review).
- 4.1.3 This committee will review the documentation and relevant analysis data supporting the new proposed position. The Assistant Superintendent for Human Resources will notify the responsible supervisor and CESPBA of his/her decision as to classification. Bargaining implications may apply.
- 4.1.4 Reclassification or position reevaluation - A responsible immediate supervisor or employee may request a position reevaluation of a CESPBA bargaining unit position. When such a reevaluation is requested, relevant documentation shall be provided which supports that there has been a change in responsibilities.
- 4.1.5 The Assistant Superintendent for Human Resources, Director of Support Personnel and a CESPBA Representative designated by the CESPBA president (CESPBA representative shall not be currently assigned to the department or school which is under review) will meet within 10 days of receipt of the documentation and request to review the documentation and relevant analysis data supporting the review request. The Assistant Superintendent for Human Resources will notify the responsible supervisor of his/her decision and CESPBA of his/her decision. Bargaining implications may apply.
- 4.1.6 The documentation to be considered in reevaluating a position should include evidence of a major permanent change in a job responsibility, data from a sample of the job class, position description questionnaire and employee/supervisor interviews. If the changed job responsibilities match an existing job description, the employee will be moved to the new classification and his/her salary will be adjusted in accordance with approved procedures. If the job responsibilities do not match an existing job description, the job may be reanalyzed and reclassified or the supervisor may be instructed to reassign the new responsibilities to a more appropriate job classification.
- 4.1.7 Prior to the implementation of any changes in a job description, the affected employee(s) shall be notified in writing. A review of the changes shall be made with the employee(s). The employee(s) shall receive a copy of the new/updated job description. In the event that the qualifications as set forth change to the extent that an employee is no longer qualified to continue in the position, the employee(s) shall be provided reasonable assistance in receiving additional training and/or be provided priority placement assistance in moving to another position for which they are qualified.

2021 - 2022 Amendment

Table II A: Support Salary Schedule

The School District of Clay County 2021 - 2022 Support Personnel Pay Structure

B/G	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	STEP 12
A11	12.00	12.00	12.00	12.00	12.00	12.00	12.24	12.53	12.83	13.15	13.48	13.82
A12	12.00	12.00	12.00	12.18	12.48	12.79	13.08	13.42	13.75	14.08	14.43	14.80
A13	12.13	12.43	12.73	13.04	13.37	13.69	14.02	14.37	14.73	15.10	15.48	15.88
B21	12.73	13.07	13.42	13.78	14.15	14.54	14.92	15.34	15.76	16.18	16.63	17.09
B22	13.41	13.76	14.14	14.53	14.91	15.32	15.74	16.17	16.62	17.08	17.57	18.06
B23	14.11	14.47	14.87	15.28	15.73	16.14	16.58	17.06	17.52	18.02	18.51	19.05
B24	14.85	15.27	15.69	16.12	16.57	17.04	17.51	18.01	18.49	19.03	19.56	20.12
B31	15.92	16.39	16.88	17.40	17.91	18.45	19.03	19.60	20.19	20.82	21.50	22.18
B32	17.70	18.25	18.80	19.38	19.97	20.58	21.22	21.88	22.56	23.27	24.01	24.76
C41	19.18	19.82	20.46	21.14	21.85	22.57	23.33	24.12	24.92	25.77	26.64	27.57
C42	20.64	21.31	22.01	22.77	23.52	24.31	25.15	26.00	26.88	27.78	28.74	29.74
C43	22.21	22.96	23.73	24.53	25.35	26.21	27.09	28.04	29.08	29.98	31.01	32.08

2021 - 2022 Compensation Proposal: All Cells reflect a \$0.75 increase, retroactive to the first day of the employee's contract, for contracted hours only. Any cells below \$12.00 after the \$0.75 increase was applied were raised to \$12.00 per hour.

2021 - 2022 Amendment

TABLE IIA
The School District of Clay County
2021 - 2022 Support Personnel Pay Structure

B/G	STEP 13	STEP 14	STEP 15	STEP 16	STEP 17	STEP 18	STEP 19	STEP 20	STEP 21	STEP 22	STEP 23	STEP 24	STEP 25
A11	14.18	14.55	14.92	15.32	15.71	16.12	16.52	16.94	17.84	18.32	18.90	19.52	20.19
A12	15.18	15.56	15.96	16.37	16.80	17.24	17.67	18.12	19.08	19.60	20.23	20.90	21.62
A13	16.30	16.71	17.15	17.60	18.06	18.54	19.01	19.50	20.55	21.11	21.80	22.52	23.31
B21	17.57	18.05	18.56	19.08	19.61	20.17	20.68	21.25	22.43	23.10	23.89	24.72	25.63
B22	18.61	19.13	19.68	20.26	20.86	21.47	22.02	22.65	23.94	24.67	25.52	26.43	27.43
B23	19.58	20.14	20.72	21.32	21.93	22.56	23.15	23.80	25.14	25.91	26.80	27.75	28.78
B24	20.70	21.29	21.90	22.53	23.18	23.86	24.48	25.18	26.61	27.42	28.37	29.37	30.47
B31	22.89	23.63	24.39	25.17	25.99	26.83	27.54	28.41	30.13	31.14	32.30	33.53	34.89
B32	25.56	26.36	27.20	28.07	28.96	29.89	30.68	31.63	33.54	34.66	35.94	37.30	38.80
C41	28.51	29.48	30.49	31.54	32.62	33.75	34.65	35.82	38.07	39.44	40.97	42.61	44.42
C42	30.77	31.83	32.94	34.08	35.27	36.50	37.48	38.75	41.21	42.70	44.38	46.17	48.15
C43	33.19	34.32	35.50	36.74	38.01	39.33	40.39	41.76	44.42	46.02	47.82	49.75	51.88

2021 - 2022 Compensation Proposal: All Cells reflect a \$0.75 increase, retroactive to the first day of the employee's contract, for contracted hours only. Any cells below \$12.00 after the \$0.75 increase was applied were raised to \$12.00 per hour.

2021 - 2022 Amendment

Table II B: Special Compensation – OT/PT

2021 - 2022

Certified or licensed Occupational and Physical Therapist Assistants shall be assigned an hourly rate from the following schedule:

Step	Years Experience	Hourly Rate
A	0	19.57
B	1 - 2	21.90
C	3 - 4	24.21
D	5 - 6	26.50
E	7 - 8	28.81
F	9 - 10	31.12
G	11 -12	33.41
H	13 -14	35.72
I	15 -16	38.03
J	17 - 18	40.32
K	19 - 20	43.16

CONTRACTED DAYS = 196

2021 - 2022 Compensation Proposal: All Cells reflect a \$0.75 increase, retroactive to the first day of the employee's contract, for contracted hours only.

2021 - 2022 Amendment

Table II C: Special Compensation – LPN/RN

2021 - 2022

Step	Experience	Hourly Rates	
		LPN	RN
1	0	15.98	18.10
2	1	16.36	18.54
3	2	16.73	18.99
4	3	17.13	19.45
5	4	17.56	19.94
6	5	17.99	20.45
7	6	18.43	20.98
8	7	18.90	21.52
9	8	19.37	22.08
10	9	19.86	22.65
11	10	20.39	23.26
12	11	20.92	23.89
13	12	21.48	24.54
14	13	22.05	25.31
15	14	22.65	26.00
16	15	23.27	26.74
17	16	23.87	27.51
18	17	24.47	28.31
19	18	25.07	29.01
20	19	25.72	29.82
21	20	27.07	31.47
22	21	27.87	32.44
23	22	28.77	33.54
24	23	29.73	34.72
25	24	30.78	36.01

RN and LPN positions will be able to bring up to ten (10) years of verified, directly-related experience to the job entry level upon successful documentation of the directly-related experience.

2021 - 2022 Compensation Proposal: All Cells reflect a \$0.75 increase plus an additional \$1.50 per cell, retroactive to the first day of the employee's contract, for contracted hours only.

2021 - 2022 Amendment

Table II D: Special Compensation – Transportation Bus Drivers

2021 - 2022

Step	Years Experience	Hourly Rate
1	0	15.92
2	1	15.92
3	2	15.92
4	3	15.92
5	4	15.92
6	5	15.92
7	6	15.92
8	7	16.34
9	8	16.76
10	9	17.18
11	10	17.63
12	11	18.09
13	12	18.57
14	13	19.05
15	14	19.56
16	15	20.08
17	16	20.61
18	17	21.17
19	18	21.68
20	19	22.25
21	20	23.43
22	21	24.10
23	22	24.89
24	23	25.72
25	24	26.63

2021 - 2022 Compensation Proposal: All Cells reflect a \$0.75 increase, retroactive to the first day of the employee's contract, for contracted hours only.

2021 - 2022 Amendment

Table III: Transportation

1. Contract drivers shall be compensated for a minimum of six (6) hours of work per day during the regular school year and for a minimum of five (5) hours of work while working under a summer work contract. The Director of Transportation will consider attendance, experience, and seniority when staffing summer school based on student needs. The assigned hours shall include thirty (30) minutes of non-driving time which shall be used for the purpose of minor maintenance, safety checks and paperwork. Drivers will be compensated for other non-driving work after a time review by the Department of Transportation in accordance with applicable rules of the Fair Labor Standards Act.
2. Bus drivers assigned routes affecting schools in other counties having school calendars which differ from the Clay County calendar shall be eligible for the same contract and benefits and for the same length of work year and work day as bus drivers assigned routes affecting only schools operating under the traditional calendar in Clay County. When such drivers must drive routes during the intersession periods in such other counties, pay will be determined in accordance with current practice for summer school pay.
3. Contract bus monitors (ESE Aides assigned to buses) shall be compensated for a minimum of six (6) hours of work per day during the regular school year, and for a minimum of five (5) hours of work while working under a summer work contract. The assigned hours shall include twenty (20) minutes of non-driving time which shall be used for the purpose of minor maintenance, safety checks and paperwork.
4. Experience credit shall not be earned by part-time bus drivers who are employed only for morning, afternoon or extra trip routes employment.
5. Field Trips and Shuttles: Compensation and assignment to contract drivers and Monitors shall be under the following conditions:
 - a. A "field trip" is defined as any additional driving assignment that is not part of the driver's regular morning (pick up) and afternoon (drop off) routes, which are considered part of the driver's "normal day." This includes, but is not limited to, sporting events and extracurricular activities. Field Trips are paid at the field trip rate of \$13.75 per hour for drivers and Monitors.
 - b. A "shuttle" is defined as an assigned instructional activity run or route not included in the "normal day" even though they may occur daily, such as: PACE, AMI, HOSA, tutoring, or testing shuttles. Shuttles are not part of a rotation list, but are instead assigned by the Director of Transportation on the basis of availability, attendance and seniority in the geographic area of need and may add to the "normal day" on a day to day basis. Once assigned, the driver shall drive the full multi-week schedule of the shuttle. Shuttles are paid at the regular rate of pay and are not part of the "bidding" process.
 - c. For Field Trips, one voluntary master list consisting of short, long (per diem) and overnight trips of contract bus drivers by geographic area and by seniority, and an all inclusive master list by seniority of contract bus drivers shall be maintained by the Director of Transportation for the purpose of field trip selection. If all contract drivers on the voluntary geographic list refuse a field trip assignment, the Director of Transportation shall utilize the all inclusive list for field trip assignment. The voluntary geographic list will be a rotating list. Persons selected from the all inclusive list shall be permitted one refusal. After the initial all inclusive list has been exhausted, the Director of Transportation may assign a field trip to a contract driver on a mandatory basis. Each contract driver assigned a trip, either voluntary or mandatory, shall be placed on the bottom of the all inclusive list once an assignment is completed. On non-working days, field trips shall be compensated at \$13.75 per hour.

- d. On each working day of the assigned field trip, he/she shall be paid at the rate of \$13.75 per hour for assigned field trips for each hour beyond either the minimum assigned six (6) hours, or the employee's "normal day", whichever is greater.
 - e. On each regular working day in which a field trip has been assigned, if the driver's normal assignment is greater than six (6) hours, he/she shall be paid at his/her regular rate up to 7.5 hours and \$13.75 per hour for assigned field trips for each hour beyond 7.5 hours.
 - f. Overnight trips shall be defined as any trip requiring the driver to sleep over prior to return.
 - g. Overnight trips shall be compensated at field trip rates with no compensation for 8 hours of "sleeping" time in accordance with DOT regulations. Per diem shall be paid as applicable.
 - h. If field trips are cancelled after the driver arrives at school, the driver shall be compensated as stated above for three (3) hours at the field trip rates.
 - i. A field trip committee shall meet with the Director of Transportation, upon request, to make recommendations on additional procedures that relate to field trip assignments. The committee may meet more than one if needed. The field trip committee has no authority to bargain with the Director of Transportation any changes which may conflict with the contract.
6. The hourly rate of pay for staff meetings, inservice and for parent conferences shall be \$11.00 per hour, or the current minimum wage, whichever is greater.
7. Overtime payments at time and one-half for meetings and inservice as outlined in the Compensation Article and for extra (field) trips as outlined herein shall apply only when the work week extends beyond 37.5 hours and only to the portion extending beyond 37.5 hours.
8. Placement of drivers and monitors in summer school positions when allocated shall be based on the following criteria: work attendance/absenteeism nine days or less during the regular school year, ESE experience and training, seniority, compatibility to the needs of the ESE students on the route, conduct and performance during the school year as measured by the approved district evaluation system and procedures, and all else being equal, seniority. Applicants must be able to work the entire summer contract period. Drivers employed for summer routes shall be given special consideration for attendance purposes when participating in association business.
9. Contracted drivers and monitors hired by the district shall fall under the definition of employees in the Employment Practices Article VI. Newly hired bus drivers will be placed at Step 7 for general operators' license experience, and may receive additional credit for each year of verified full time school bus driving experience up to a maximum initial placement of Step 11.
10. After the beginning of school, the Director of Transportation may post prior to and shall post after September 15 vacated or new bus routes/positions. In posting and assigning vacant bus routes / positions after September 15, the Transportation Director shall hold a general meeting of all interested bus drivers and monitors for the purpose of advertising and assigning open bus routes/ positions through a bid procedure. Only those drivers and monitors in attendance at the meeting, or those whose absence from the meeting is supported by a documented illness or emergency that prohibits their attendance, may bid on open bus routes/positions. Bids will be received from those present and/or those bidding by proxy in connection with a documented illness or emergency, and shall continue until all open bus routes/ positions are assigned. Contracted drivers and monitors shall be given first bid on open bus routes/positions. Open routes/positions shall be awarded by attendance and seniority. While seniority is the first criteria of consideration for the bidding process, all employees wishing to bid, who are within three (3) years of the most senior employee(s), shall be granted priority over those senior employees with questionable attendance. Absences being considered in this staging of the bidding process shall follow the acceptable use of sick leave as listed in Article IX. B. 2. Routes/positions not assigned to drivers during these bidding sessions shall be assigned as deemed appropriate by the Transportation Director. Drivers and monitors who are assigned new bus routes/positions through their

successful bid are prohibited from bidding to other open routes during the remainder of the current school year. The Transportation Director shall call such general meetings prior to the Christmas Break and again prior to Spring Break. During the bidding process for open routes/positions involving exceptional students, the Transportation Director shall also give special consideration to training, attendance, prior experience, and compatibility with the exceptional students to be transported.

11. The Director of Transportation may assign an unexpectedly vacated route to a sub, a newly contracted driver, or a regular contracted driver between the scheduled bidding dates, however, the assignment shall be on a temporary basis and the temporarily assigned route will be placed on the bidding list at the next scheduled bidding date and shall then follow all normal bidding processes and procedures.

2021 - 2022 Amendment

DRAFT

Table IV: Miscellaneous Salaries

Salary Schedule

Incentive/Differential Pay

When more than one incentive/differential has been earned in the appropriate area, the higher incentive/differential shall be awarded.

1. Associate Degree or higher for Support employees when the degree held is higher than the minimum degree required by the Board-approved job description, and when the degree is from a college, university or other institution accredited by an accrediting agency as defined below:
 - a. For Nurses (LPN/RN) a degree from a college or university accredited by one of the regional accrediting agencies or a degree accepted by the Florida Board of Nursing for certification as a Nurse in the State of Florida.
 - b. For all other employees, a degree from a college or university accredited by one of the regional accrediting agencies. (and the Accrediting Council for Independent Colleges and Schools)

[Note: Employees are responsible for presenting official transcripts substantiating earned degrees from the college, university or institution granting the degree.]

Add \$1.05/hour for an Associate Degree or add \$1.30 for a Bachelor Degree.

2. Child Development Associate credential for teacher assistants:
Add \$.75/hour
3. A.S.E. Certification in the appropriate area for bus mechanics, parts managers and assistant managers payable beginning with the first month of certification and continuing during the period of such certification:
Add \$.20/hour for each test, only during the validity period for such test.
4. Professional Driver pay to drivers with more than three (3) years' experience and who qualify under the rules of the Transportation Department for such pay:
Add \$.15/hour during specified period.
5. Master Custodian certification:
Add \$.20/hour
6. Pest Control Certification:
Add \$1.00/hour
7. Current, valid Clay County-issued Journeyman's certification in the areas of Electrical, Plumbing or HVAC. (See Table IVA for jobs eligible to receive this incentive)
Add \$.55/hour
8. Current, valid Clay County-issued Master's certification in the areas of Electrical, Plumbing or HVAC. (See Table IVA for jobs eligible to receive this incentive)
Add \$1.05/hour

9. Current, valid Florida Contractor's license in the areas of Electrical, Plumbing or HVAC. (See Table IVA for jobs eligible to receive this incentive)

Add \$1.05/hour

10. An employee who is officially assigned, in writing, by the Supervisor, to fulfill the duties of an absent employee who works in a higher band/grade shall, after seven (7) consecutive days, be paid at his own step but at the higher band/grade for all of the time during which he was assigned to the higher band/grade. Such assignment shall be at the sole discretion of the Supervisor.
11. Participation as a member of the response team selected to be "on call" for the provision of unforeseen overtime in the Maintenance Department when required and authorized will be paid until the employee's name is removed from the team list:

Additional \$.50/hour during period of appointment to team

12. Employees holding 9, 10, and 11-month contracts for the contract year shall be eligible to receive a share of \$36,000 for perfect attendance. Perfect attendance shall be defined as: no absences and no incidents of tardiness during the specified period of the employee contract. Allowable exceptions will be limited to absences of not more than nine days duration related to approved Worker's Compensation and/or In-Line-Of-Duty (ILOD) claims, and incidents of court or military leave not in excess of nine days, approved Association Leave and incidents of TDE when an employee participates in Inservice training that is relevant to the individual's working assignment. An employee's use of flexible scheduling, initiated by the employee as permitted in Article VIII, paragraph C.6. (Working Conditions), shall disqualify the employee from receipt of this perfect attendance incentive bonus. In order to be eligible for payment of the perfect attendance incentive bonus as defined in a. and/or b. below, the employee must be employed for the specified period.

Payment of the total of \$36,000 in bonus money shall be as follows:

- a. An equal share of \$18,000 shall be payable to employees whose attendance is perfect through the end of the first semester, subject to a \$500 maximum bonus per employee;
 - b. The balance of the \$36,000 sum shall be payable to employees whose attendance is perfect from the beginning of the second semester through the balance of the employee's contract year, subject to a \$500 maximum bonus per employee, made payable at the conclusion of the District's fiscal year.
13. National Institute for Certification in Engineering Technologies (NICET) Certification in fire systems in the Electronics Department. Payable per hour the beginning of the first month of each certification:

Add \$.25 per hour.

2021 - 2022 Amendment

Table IV A: Incentive Pay Stipulations (Maintenance Position)

Salary Schedule

Incentive Pay Stipulations for the areas of Electrical, Plumbing & HVAC

Incentive Pay stipulated in Table IV (Miscellaneous Salaries) for Journeyman, Master's and Florida Contractor's licenses shall apply only to employees who are appointed to the following positions:

Journeyman, Master's or Contractor's License in

Clay Job Eligible for Incentive Pay for License

Electrical

- General Maintenance Worker assigned to Electrical
- General Maintenance Worker assigned to Electronics
- Electronics Technician Assistant
- Electronics Technician
- Lead Electronics Technician
- Electrical Technician Assistant
- Electrical Technician
- Lead Electrical Technician

Plumbing

- General Maintenance Worker assigned to Plumbing
- Plumber Assistant
- Plumber
- Lead Plumber
- Boiler Tender

HVAC

- General Maintenance Worker assigned to HVAC
- HVAC Technician Assistant
- HVAC Technician
- Lead HVAC Technician

2020 - 2022 Master Contract

Table IV B: Rules for Maintenance Department On-Call List

Salary Schedule (For implementing #11, Table IV)

1. The Director of Maintenance will determine which sections (trades) of the Maintenance Department need to be represented on the on-call list.
2. Employees who volunteer for the on-call list will be chosen based on seniority in the trade.
3. Employees will be assigned on a rotating basis to the on-call list for one month at a time.
4. Employees on the on-call list must answer all calls directed to them during the time their names are on the list.
5. If an employee cannot be on-call for any period during his/her month on the list, he/she must make arrangements with one of the other employees on the on-call list in the same trade to fill in. The employee must inform either the Director of Maintenance or one of the departmental Coordinators that he/she will not be available and who will be available in his/her place.
6. If an employee on the on-call list fails to answer a call for any reason, he/she may be dropped from the list and not be allowed back on the list.
7. The employee may elect to be removed from the list by making a written request to the Director of Maintenance or one of the departmental Coordinators with at least seven (7) days notice.
8. The employee will receive a \$.50 hourly supplement while his/her name is on the on-call list.
9. If, after analyzing a job, the on-call employee determines that assistance is required, he/she will call other on-call employees in the same trade for assistance, or, if appropriate, an employee on the on-call list from another trade.

2020 - 2022 Master Contract

Table V: Classification/Band/Grade/Contracted Days

Classification	Band/Grade	Contracted Days
<u>Clerical/Aides/Teacher Assistants</u>		
Accounting Support Assistant	B23	260
Accounting Assistant	B24	260
Accounts Payable Assistant	B23	260
Administrative Secretary, Sr.	B24	260
Administrative Secretary	B23	260
Administrative Support Assistant	B22	196, 216, 260
Bookkeeper	B23	196, 260
Capital Program Accountant	B32	260
Career Specialist	B32	196
Child Care Assistant	A13	188, 196
Child Care Aide (Prekindergarten)	A11	188, 196
Classroom Assistant	A12	188
Clerical Assistant	A11	188, 196, 216, 260
Clerical Support Assistant	A12	188, 196, 216, 260
Computer Lab Assistant	A13	188
Data Entry Operator	A13	196, 216, 260
Data Services Assistant	B32	260
District Media/Technology Secretary	B21	260
Dropout Prevention Assistant	A13	188
ESE Secretary	B21	196
ESE Interpreter IV	B32	188
ESE Interpreter II	B22	188
ESE Interpreter III	B31	188
ESE Interpreter I	B21	188
ESE Assistant	A13	188
Health Assistant	B21	188, 196
Inclusion Prekindergarten Assistant	A13	188
Instructional Assistant	B23	188
Instructional Support Assistant	B22	196, 216, 260
ISS Assistant	A13	183, 188
Media Technical Assistant	B21	196
Medicaid Data Assistant	B32	260
Nursery Instructor	B32	196
Paraprofessional/ESE Reading	B32	188, 196
Paraprofessional / Speech and Language	B32	188, 196
Parent Educator	A13	188
Payroll Clerical Assistant	A12	260
Payroll Support Assistant	B22	260
Payroll Aide	B22	260
Pre Kindergarten Instructor	B32	196
Professional Development Assistant	B32	260
Professional Development Assistant (ESE)	B32	260
Purchasing Support Assistant	B23	260
School Secretary	B21	188, 196, 216, 260

Classification	Band/Grade	Contracted Days
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Clerical/Aides/Teacher Assistants

SEDNET Case Manager	B32	216
Service Desk Operator	B24	260
Student Records Secretary	B21	188, 196, 216, 260
Student Services Clerk	A13	196, 216, 260
Student Services Assistant	A13	196
Switchboard Operator	A13	260
TERMS Support Assistant	B23	260
Testing & Administrative Support Assistant	B23	196, 260
Title I Assistant	A12	188
VPK High School Child Care Lead Assistant	B22	188

Custodial

Custodian	A12	260
Custodian/Groundskeeper	A12	260
Head Custodian	B22	260
Head Custodian I	B31	260
Head Custodian II	B22	260
Lead Custodian	B21	260

Transportation

Assistant Parts Manager	B23	260
Bus Driver	See Table IID	186
Bus Driver Trainer	B22	260
ESE Assistant/Bus Monitor	A13	186
Fuel Attendant	A11	186, 196, 216, 260
Lead Mechanic	B32	260
Mechanic Assistant	B22	260
Mechanic	B23	260
Parts Manager	B31	260
Routing Dispatcher	B21	260
Routing Specialist	B23	260
Shop Manager	C41	260

Maintenance

Boiler Tender	B23	260
Building Automation System (BAS) Technical	B22	260
Building Automation System (BAS) Specialist	B31	260
Cafeteria Kitchen Equipment (CKE) Technician	B23	260
Carpenter Assistant	B22	260
Carpenter	B23	260
District Wide School Maintenance Mechanic	B23	260
Electrical Technician Assistant	B22	260
Electrical Technician	B23	260
Electronics Technician Assistant	B22	260
Electronics Technician	B23	260
General Maintenance Worker	A13	260
Heavy Equipment Operator	B22	260

Classification	Band/Grade	Contracted Days
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Maintenance

HVAC Technician Assistant	B22	260
HVAC Technician	B23	260
Irrigation Mechanic/Plumber	B23	260
Lead Cafe Kitchen Equip. (CKE) Technician	B32	260
Lead Carpenter	B32	260
Lead Electrical Technician	B32	260
Lead Electronics Technician	B32	260
Lead Heavy Equipment Operator	B32	260
Lead HVAC Technician	B32	260
Lead Painter	B32	260
Lead Pest Control Operator	B32	260
Lead Plumber	B32	260
Lead Roofer	B32	260
Lead Waste/Water Operator	B32	260
Locksmith	B23	260
Maintenance Mechanic	B22	260
Painter	B22	260
Pest Control Operator	B22	260
Plumber Assistant	B22	260
Plumber	B23	260
Roofer	B23	260
Warehouse Assistant	B22	260
Waste/Water Operator	B24	260
Wastewater Operator	B23	260

Miscellaneous

Bindery Worker	A12	260
Capital Program Accountant	B32	260
Courier	A12	260
District Office Maintenance Mechanic	B21	260
Press Operator	B22	260
Press Operator, Sr.	B23	260
Print Center/Textbook Courier	A12	260
Small Engine Mechanic	B22	260
Warehouse Foreman	B31	260
Warehouse Manager	B32	260
Warehouser	A13	260
Warehouser, Sr.	B21	260
Cafeteria Assistant	A12	185
Cafeteria Van Driver	A13	185
FNS Equipment and Warehouse Manager	B32	260
School Food Services Support Assistant	B22	260

Technological Specialists

Computer Operator	B21	260
Data Services Assistant	B32	260
Computer Services Technician	B24	260
Database Specialist	C42	260
FIRN Technical Education Coordinator	C42	260

Technological Specialists

Instructional Application Specialist	C43	260
Network Security Specialist	C43	260
Network Specialist	C43	260
Programmer/Analyst	C43	260
Technical Specialist	B32	260
Technology Support Assistant	B22	260
Telecommunications Specialist	B32	260
Telecommunications Technician	B24	260
Transportation / Boundary Planning Assistant	B22	260
Transportation Technology Specialist	B32	260

2021 - 2022 Amendment

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Section IV: Miscellaneous Salaries



Substitutes

~~2019-2020~~ **2021-2022** Miscellaneous Salaries - Substitutes

I. Substitute Teachers

Compensation for substitute teachers shall be as follows:

AA/60+credits	\$85.00 for 7.5 hour day or \$11.33 per hour
Bachelor's Degree	\$90.00 for 7.5 hour day or \$12.00 per hour
Master's Degree or higher	\$100.00 for 7.5 hour day or \$13.33 per hour
Teacher Asst. (HS Diploma/GED)	\$8.46 per hour
ESE Trained Teacher Assistant	\$9.50 \$10.00 per hour

- II. Long Term Substitutes shall be paid \$150.00 for a 7.5 hour day. Long Term Substitutes must hold a minimum of a Bachelor's degree or Clay County School District Vocational Certification. Long Term Substitute teachers are defined as teachers who are employed in a long term assignment of eleven (11) to sixty (60) days for the same teacher.
- III. Adult and Community Education Substitutes who are also regularly contracted teachers in Clay County will be paid in accordance with Appendix IV-C, Section E of the contract between the CCEA and School Board.
- IV. Teachers employed in other programs beyond the scheduled day or during the summer in non-summer school positions shall be authorized for such work at the discretion of the Superintendent and his/her designee and in compliance with Appendix IV-D of the CCEA Master Contract.

School Board Approved: 06/16/2016

Revised: 04/06/2017

Revised: 05/03/2018

Revised: 11/07/2019

Revised: 02/03/2022

Substitutes (Non-Bargaining Unit Positions)

~~2020-2021~~2021-2022 Support Salary Schedule

1. Substitutes:

Category:

Secretarial/Clerical	\$ 12.00 10.00 per hour (Eff. 09/30/2021)
Noon Day Shuttle Bus Runs	\$ 12.00 10.00 per hour (Eff. 09/30/2021)
Substitute Bus Drivers for Field Trips/Extra Trips	\$13.00 per hour
Bus Driver Interns for Field Trips/Extra Trips	\$13.00 per hour
Bus Driver Intern	\$0.25 per hour less than Step 7 hourly rate for regular bus drivers.
Substitute Bus Drivers / <u>Trainee</u>	\$0.50 per hour less than Step 7 hourly rate for regular bus drivers.
Substitute Licensed Practical Nurse	\$0.50 per hour less than Step 1 hourly rate for regular Licensed Practical Nurse.
Substitute ESE Interpreter	\$0.50 per hour less than Step 1 hourly rate for regular ESE Interpreter I.
Substitute Custodian	\$0.50 per hour less than Step 1 hourly rate for regular Custodian.
Substitute Cafeteria Assistant	\$0.50 per hour less than Step 1 hourly rate for regular Cafeteria Assistant.
Substitute Bus Monitor	\$0.25 per hour less than Step 1 hourly rate for regular Bus Monitor.
Substitute Clinic Assistant	\$0.50 per hour less than Step 1 hourly rate for regular Health Assistant.

A. Minimum Guaranteed Work Hours

1. Bus Driver Interns shall be guaranteed a minimum of 5.5 hours per day, for each day of reporting, during the 180 student days in the regular school calendar.
2. Bus Driver substitutes shall be guaranteed a minimum of 4.5 hours per day, for each day of reporting, during the 180 student days in the regular school calendar.

B. Benefits

Effective 9/20/02, Bus Driver Interns and Bus Driver substitutes are eligible to enroll in the District's comprehensive hospital-surgical-major medical and group life insurance policy at group rates equivalent to those of regular employees.

2. **Other:**

Temporary Adult Labor

Starting at \$12.00 per hour
~~\$10.00 per hour (Eff. 09/30/2021)~~

(when authorized by Superintendent)

3. **Special Grant Personnel:**

Part-time labor employed by the Superintendent under special grant or through intergovernmental agreements will be paid an amount to be determined by the School Board.

4. **Student Labor (High School):**

When used as part-time help, and authorized by the Superintendent, students shall be paid at the following rate: \$12.00 per hour ~~\$10.00 per hour (Eff. 09/30/2021)~~

5. **Other Programs (Other than 310 Agreements)**

Individuals employed as supervisors of student workers or to complete special temporary assignments, shall be paid as follows at the discretion of the Superintendent or his/her designee:

1. An hourly rate of pay equivalent to their normal rate of pay in effect, or
2. The rate of pay for the position employed in, based on Grade and Step of the Support Salary Schedule (not to exceed step 5), as determined by the Superintendent or his/her designee, or
3. A rate of pay selected from the rate determined for Temporary Adult Labor.

6. **Training Bonus - Bus Drivers**

Following successful completion of all required pre-service training and screenings, bus drivers shall be paid a one-time bonus of \$500.00.

Upon successful completion of 90 day probationary period ~~working days of service, intern~~ school bus driver shall be paid a one-time bonus of \$500.00

In order to enroll in the training program, applicants must complete the following:

1. Fingerprinting
2. Background check
3. Drug Screening
4. DMV license check which meet requirements for hire
5. Physical Exam

7. **School Safety Officers (Non-Bargaining Unit Position)**

1. School Safety Officers shall be paid an hourly rate of \$17.70 ~~16.95~~.
2. Lead School Safety Officers shall be paid at an hourly rate of \$19.18 ~~18.43~~.

School Board Approved: 05/03/2018, 06/07/2018, 11/07/2019, 01/09/2020, 12/10/2020, 02/04/2021, 10/07/2021, 02/03/2022

Staff Development

- | | | |
|-------|--|--|
| I. | Consultant Daily Rate | (full day) up to \$1,000.00 (4-6 hours)
(half day) up to \$500.00 (3 hours) |
| II. | Nationally Known Consultants | (full day) up to \$2,500.00 (4-6 hours) |
| | <i>(The Consultant's vita will be used to determine eligibility for the \$2,500 per day rate by the administrator who arranges the inservice.)</i> | |
| III. | Consultant Hourly Rate | Up to \$100.00 |
| | No payment will be given to consultants for preparation time per the amended Teacher Education Center Guidelines approved 10/22/1992. | |
| IV. | Teacher Participants (non-school hours) | \$12.00 |
| V. | Non-Instructional Participants (non-contact hours) | \$11.00 |
| | | \$11.00 (Bus drivers) |
| VI. | Special Professional Agreements | Board Action |
| | Professional Agreements may be executed to provide higher or lower rates of pay when approved by the School Board. | |
| VII. | Travel | Board Rate |
| | Travel and per diem for consultants may be paid when approved in advance. | |
| VIII. | Substitute Teacher participants - | |
| | with prior authorization for inservice participation. | \$9.00/hr. |
| IX. | Non-Instructional Substitute participants - | |
| | with prior authorization for inservice participation. | Normal hourly rate of pay,
Not to exceed \$9.00/hr. |

School Board Approved: 11/07/2019

Insurance

The Board contribution toward the premium for single coverage for the comprehensive hospital-surgical-major medical and group life insurance policy for each full-time employee shall be:

1. as established in the teacher union contract for full-time teachers;
2. as established in the support union contract for full-time support (non-instructional) employees;
3. For all other employees, the Board agrees to contribute that portion of the premiums, for single coverage comprehensive hospital-surgical-major medical insurance set forth in the same approved schedule as for teacher and support employees depending on whether they are an administrator or confidential employee.
4. Full-time employees, for the purposes of this section, shall be those contracted in at least a six-tenths (.6) allocated position or for (.6) or more of each consecutive normal day.

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Advanced Placement, Advanced International Certificate of Education, and International Baccalaureate Teacher Bonuses

1. A bonus of \$50 for each student taught by an Advanced Placement teacher in each Advanced Placement course who receives a score of 3 or higher on the College Board Advanced Placement Examination, shall be paid to the Advanced Placement teacher.
2. A bonus of \$50 for each student taught by the International Baccalaureate teacher in each International Baccalaureate course who received a score of 4 or higher on the International Baccalaureate examination shall be paid to the International Baccalaureate teacher.
3. A bonus of \$50 for each student taught by the Advanced International Certificate of Education teacher in each full-credit AICE course who receives a score of 2 or higher on the AICE examination shall be paid to the AICE teacher. A bonus in the amount of \$25 for each student taught by the AICE teacher in each half-credit AICE course who receives a score of 1 or higher on the AICE examination shall be paid to the AICE teacher.
4. This bonus is in addition to the applicable tax and social security withholdings and will not result in distributions to the Florida Retirement System.
5. Only teachers still employed by or retired from the Clay County School Board at the time the yearly bonuses are awarded shall be eligible for possible receipt of the bonus.
6. The principal of each school in which the yearly administration of the AP and/or IB and/or AICE Examination took place shall be responsible for certifying the number of students who meet the examination criteria noted above and the applicable AP, IB, or AICE teacher(s) of these students during the year.

School Board Approved: 11/07/2019

Reimbursement for Internet Connection for Board Members

School Board Members shall be reimbursed at a rate of \$45.00 or actual cost, whichever is less, per month for the high speed internet connection required for E-Agenda. Payment will be made following receipt of invoice.

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Police Department

SECTION IV: MISCELLANEOUS SALARIES ~~2021-2022~~ 2020—2021

CLAY COUNTY DISTRICT SCHOOLS POLICE DEPARTMENT SALARIES / METHODOLOGY

- I. Entry Level Salary Entry level Positions may bring up to 10 years of experience. A Salary increase of \$500 per year of experience will be added to the base salary of the position. Additional years of experience may be considered to match the applicant's current salary.

Position	Entry Level Salary	Maximum Salary
Police Officer	\$41,560.00 40,000.00 / year (\$19.98 19.23 / hour)	\$63,560.00 62,000.00 / year (\$30.56 29.84 / hour)
Sergeant	\$51,560.00 50,000.00 / year (\$24.79 24.04 / hour)	\$79,560.00 78,000.00 / year (\$38.25 37.50 / hour)
Lieutenant	\$61,560.00 60,000.00 / year (\$29.60 28.85 / hour)	\$87,560.00 86,000.00 / year (\$42.10 41.35 / hour)
Training Lieutenant	\$61,560.00 60,000.00 / year (\$29.60 28.85 / hour)	\$87,560.00 86,000.00 / year (\$42.10 41.35 / hour)

- II. Annual salary increases will be at the discretion of the Clay County School Board.
- III. Internal promotions to Sergeant or Lieutenant will be the starting salary of that rank or an 8% increase, whichever is higher.
- IV. Chief of Police will be paid at Administrative Pay Grade of 215

2020-2021: Board approved an hourly increase of \$0.96 per hour to current CCPD (Police Officer & Sergeant) to be added to their current hourly rate.

2021-2022: Board approved an hourly increase of \$0.75 per hour to the Clay County District Schools Police Department Salary Schedule.

School Board Approved: 03/07/2019, 02/04/2021, 02/03/2022

Section V: Travel



Travel Allowance In County

Travel allowance in county will be paid at the current Federal IRS reimbursement rate not to exceed the amount for the positions listed below. The maximum annual travel allowance received by a person shall be paid in accordance with the maximum stated and the number of months on the contract. During any month when the monthly allowance has been exceeded, the Superintendent may approve mileage carried over to a succeeding month during which the limit has not been exceeded.

NOT TO EXCEED \$720 PER MONTH

Homebound Teachers; ESE Assistants; Job Placement Transition Specialist; Adaptive P.E. Teacher

NOT TO EXCEED \$605 PER MONTH

SEDNET Specialists; Staffing Specialists; Teacher of the Visually Impaired; Hearing Impaired Teachers

NOT TO EXCEED \$505 PER MONTH

Attendance Assistants; Social Workers; School Psychologists; Resident Clinical Faculty

NOT TO EXCEED \$405 PER MONTH

ESE Work Evaluator

NOT TO EXCEED \$400 PER MONTH

County-Wide Gifted Teacher; Speech/Language Diagnostician; School Food Service Manager Intern; Physical Therapist; Occupational Therapist.

NOT TO EXCEED \$330 PER MONTH

Superintendent of Schools; Director of Information Services; Director of Student Services; Director of Exceptional Student Education; Supervisor of Career and Technical Education; Supervisor of Instructional Support Services; Assistant Superintendent for Operations; Supervisor of Elementary Education; Director of K-12 Academic Services; Chief Academic Officer; Supervisor of Adult/Community Education; Supervisor of School Improvement/Professional Development & Assessment; School Board Attorney; Chief of Secondary Schools; Chief of Staff; Chief of Elementary Schools.

NOT TO EXCEED \$300 PER MONTH

Psychologist (Serving Orange Park Area); Assistant Superintendent for Human Resources; Director of Climate and Culture; Director of Support Personnel Services; Supervisor of Purchasing and Material Management; Director of Food and Nutrition Services; Food Service Specialist; Assistant Superintendent for Business Affairs; Work Experience Teachers; C.B.E. Teachers; Health Service Aide Program-Vocational; Homebound Teachers in Keystone Area; Agriculture Teachers; Speech Clinicians; Director of Instructional Personnel Services; Coordinator of Health Benefits; Health Education Specialist; Reading Specialist; Title I Specialist; Pre-Kindergarten Specialist; Supervisor of Student Services; E.S.E. Alternative Teacher; Teacher; District Media Services Specialist; Director of Finance; Jump Start Teacher; Supervisor of E.S.E.; Public Relations Officer; Supervisor of ESOL & Assessment; Director of Code Enforcement; Director of Facility Planning and Construction; Supervisor of Career and Technical Education; Supervisor of ESOL/Assessment; Supervisor of Technology Services; Supervisor of Instructional Personnel; Curriculum Specialist; District Distance Learning Specialist; Instructional Specialist; Instructional Media Services Specialist; Instructional Personnel Specialist; Media Specialist; Specialist; Title I Curriculum Specialist; Curriculum Specialist, STEM.; Career and Technical Education Specialist; Coordinator of Internal Accounts, Coordinator of District Athletics and Development

NOT TO EXCEED \$276 PER MONTH

Principals and Assistant/Vice Principals at Keystone Heights Elementary/High, McRae Elementary and Clay Hill Elementary; Coordinator of Accounting; Coordinator of Procurement; Coordinator of Purchasing; Coordinator of Property Control; Executive Secretary to the Superintendent; Administrative Secretary, Sr.

NOT TO EXCEED \$224 PER MONTH

All Principals and Assistant/Vice Principals except those noted above; Bookkeeper; Guidance Counselors; Instructional Specialist; ESOL Test Administrator; Itinerant Chorus Teachers; School Board Members; Testing & Administrative Support Assistant.; Instructional Support Assistant; Technology Services Coordinator.

NOT TO EXCEED \$200 PER MONTH

Coordinator of Payroll Activities; Director of Maintenance; Director of Transportation; Technology Services Manager; Risk Manager; Accounting Assistant; Administrative Support Assistant; Information Services Assistant; Information Services Support Assistant; Coordinator of Health Benefits; Coordinator of Communications and Media Partnerships; Coordinator of Strategic Planning and Community Partnerships.

NOT TO EXCEED \$ 175 PER MONTH

NJROTC Instructors; Career Specialist; Community Education Secretaries (on-site registration activities with prior authorization); Community Education Teachers (assigned out of geographic areas with prior authorization); Maintenance Supervisor (General & Technical); Project Manager; Coordinator of Planning & Intergovernmental Relations; Supervisor of Transportation Services; Transportation Specialist; Area Manager; Professional Development Assistant; Director of Operations; Academy Coach.

NOT TO EXCEED \$160 PER MONTH

All Cafeteria Managers; School Food and Nutrition Services Manager Intern; Personnel Assistant; Data Entry/Records Technician; Network Specialist; Instructional Application Specialist; School Secretaries; Administrative Secretary; Head Custodian; Nurse; and all other Job Titles Not Specifically Listed Above.

Miscellaneous

County-Wide Maintenance employees permitted mileage at the maximum current Federal IRS reimbursement rate for in county travel for use of their personal automobiles in lieu of county-wide maintenance truck. (Practice will be kept at an absolute minimum).

Assistant Negotiator permitted mileage at the maximum current Federal IRS reimbursement rate for travel in connection with negotiations.

School Board Members shall be reimbursed travel in accordance with current rules and regulations for official business. Per Diem, mileage and meal allowances allowed for out of county travel shall be reimbursed at the maximum allowed by the State.

In the event that travel by other persons (such as school department heads, guidance personnel, etc.) is accumulated, well documented evidence is to be kept and turned in to the County Office on a semester basis for special consideration by the Superintendent and School Board. Per Diem, mileage and meal allowances allowed for out of county travel shall be reimbursed at the maximum allowed by the State.

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Inservice Workshops

Travel at the rate set by the State for in county inservice workshops for those teachers who travel from one geographical community in the county to another, not to include travel between nearby schools, shall be paid if approved in advance by the Superintendent.

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School Board of Clay County

February 3, 2022 - Regular School Board Meeting

Title

C4 - K-12 Academic Services Out of State and Overnight Student Travel

DRAFT

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
Green Cove Junior High	1/14-16, 2022	Daytona Bch, FL	Cheer	The State National Cheer Competition
Lake Asbury Junior High	2/10-14, 2022	Orlando, FL	Cheer	Nationals Cheer Competition
Clay High	1/21-22, 2022	Anniston, AL	NJROTC	State Championship for Marksmanship at the CMP for Air Rifle.
Clay High	1/28-29, 2022	Appling, GA	NJROTC	To compete in A-12 Orienteering Championship.
Fleming Island High	3/4-5, 2022	Coffee County, GA	NJROTC	Area-12 Drill Championship
Fleming Island High	3/3-6, 2022	Orlando, FL	Dance Team	Dancers will be competing at the National Dance Alliance.
Fleming Island High	3/15-19, 2022	Tampa, FL	Drama	State Competition
Keystone Heights High	2/17-20, 2022	Daytona Bch, FL	Army JROTC	Senior field trip to Patrick Space Force Base, Daytona International Speedway, & Blue Springs State Park.
Middleburg High	3/12-15, 2023	New York City, NY	Band, Chorus, Musical Theatre	To watch professional performances and workshops with Broadway performers.
Middleburg High	1/28-29, 2022	Crawfordville, FL	Wrestling	Wrestling Tournament
Middleburg High	2/10-11, 2022	Port St. Joe, FL	Girls Weightlifting	FHSAA State Tournament
Oakleaf High	1/28-29, 2022	Appling, GA	NJROTC	A-12 Orienteering Championship
Oakleaf High	1/28-29, 2022	Palm Coast, FL	Wrestling	Wrestling Tournament
Oakleaf High	2/25-26, 2022	Valdosta, GA	Baseball	Baseball Tournament
Ridgeview High	1/28-29, 2022	Appling, GA	NJROTC	Orienteering Competition
Ridgeview High	1/28-29, 2022	Tallahassee, FL	NJROTC	To attend an NJROTC Brief at the FAMU ROTC Unit, visit the Florida History Museum, and compete in the FAMU Drill Meet.
Ridgeview High	3/15-19, 2022	Tampa, FL	Drama	Florida State Thespian Festival
Ridgeview High	2/4-5, 2022	Guyton, GA	NJROTC	Area 12 Wild Card Drill Meet

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**

📎 [Feb 2022 - Student Travel.pdf](#)

SCHOOL DISTRICT OF C

FIELD TRIP REQUEST

1. School Requesting: Green Cove Springs
2. Transportation (Check One):
 School Bus(s) _____ Private Vehicle(s) X Commercial Carrier _____ Other _____
 If Commercial Carrier or Other, please state type: _____
3. Trip(s) Overnight: Yes X No _____ Trip(s) Out-of-State: Yes _____ No X
4. Dates of Field Trip*: 1-14, 1-15, 1-16 Destination*: The STATE - Daytona Beach - Nationals
5. Group Taking Trip: GCS cheer team
6. If using private vehicles, list approved driver(s): N/A
7. Educational Value of Field Trip: Cheer Competition
8. Supporting Florida Standards Benchmark(s) with Narrative(s): Competitive Cheer
9. Number of Students*: 15 Number of Chaperones*: 1
10. Cost Per Student: \$95.00 Budget Code or Source to be charged: Internal Cheer Act.
 (Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: Parents are driving on their own & we will meet at the competition on 1-14 Returning Time*: Parents will leave on their own after the competition 1-15
- *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): N/A

Kristin Scott
 Teacher, Team Leader, Department Head, Etc.

12-9-21
 Date

[Signature]
 Principal

12/17/21
 Date

[Signature]
 Assistant Superintendent

12/17/21
 Date

[Signature]
 Superintendent

12/17/21
 Date



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

MTT-11-14-PM
DEC 8 2020



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

All participants have signed COVID-19 Waiver (all athletes have already done so via Athletic Clearance process)

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

Parents will be driving on their own

Hotel Accommodations (room assignments/supervision etc):

Hotel is TBD

Mask Compliance:

We will have masks and wear as required.

Social Distancing:

We will remain socially distanced as required.

SCHOOL DISTRICT OF CLAY ()
FIELD TRIP REQUE

ADMINISTRATIVELY APPROVED
PENDING BOARD APPROVAL
Feb 3, 2022

1. School Requesting: LATH
2. Transportation (Check One):
School Bus(s) _____ Private Vehicle(s) X Commercial Carrier _____ Other _____
If Commercial Carrier or Other, please state type: _____
3. Trip(s) Overnight: Yes X No _____ Trip(s) Out-of-State: Yes _____ No X
4. Dates of Field Trip*: 2/10/22 - 2/14/22 Destination*: Orlando
5. Group Taking Trip: Cheer
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. approved
Hailey Moore + Amy Horne
7. Educational Value of Field Trip: Nationals cheer competition
8. Supporting Florida Standards Benchmark(s) with Narrative(s): _____
9. Number of Students*: 8 Number of Chaperones*: 2
10. Cost Per Student: \$749-800 Budget Code or Source to be charged: Cheer 1300
(Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: 6am Returning Time*: 4pm

*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): _____

Hailey Moore
Teacher, Team Leader, Department Head, Etc.
[Signature]
Principal
[Signature]
Assistant Superintendent
[Signature]
Superintendent

SEC-1-2723; E. 2/13/2019

1/4/22
Date 1/5/22
Date 1/6/22
Date 1/7/20 (5)



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):

Riding down in personal vehicles with 4 cheerleaders in each car.

Hotel Accomodations (room assignments/supervision etc):

Room 1: Chloe Whitmarsh, Kylie Horne, Hayden Kelley, Emily Winkler

Room 2: Imani Ingram, Trinity Jeffers, Kyleigh Schueler, Peyton Higgs

Room 3: Coach (Haley Moore)

Mask Compliance:

Masks are required for all indoor activities at the competition, but optional for outdoors activities. The team will be given masks to take.

Social Distancing:

Social distance will be enforced when possible outside of the competition practice floor and competition floor.

SCHOOL DISTRICT OF CLAY COUNTY
FIELD TRIP REQUEST

1. School Requesting: Clay HS
2. Transportation (Check One):
School Bus(s) _____ Private Vehicle(s) _____ Commercial Carrier ☒ Other _____
If Commercial Carrier or Other, please state type: Charter Bus
3. Trip(s) Overnight: Yes ☒ No ☒ Trip(s) Out-of-State: Yes ☒ No ☒
4. Dates of Field Trip*: 21-22 JAN 2022 Destination*: ANNISTON AL
5. Group Taking Trip: NSRTE AIR Rifle Team
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. N/A
7. Educational Value of Field Trip: State championship & National qualifier
8. Supporting Florida Standards Benchmark(s) with Narrative(s): N/A had to qualify
9. Number of Students*: 5 Number of Chaperones*: 3
10. Cost Per Student: \$20.00 Budget Code or Source to be charged: 3167
(Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: 0700 Returning Time*: 2200

*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):

Teacher, Team Leader, Department Head, Etc.

Principal

Assistant Superintendent

Superintendent

Date

Date

Date

Date



Clay County NJROTC Event & Field Trip Precautions



1. Orienteering Meets: This is an outdoor event and schools participating arrive at separate times to run the course and limit exposure to other students / schools and the start times are staggered so only 1 cadet runs at a time, spacing everyone out on the 5-10K course. Teams consist of about 12-14 cadets.

TRANSPORTATION- Masks will be worn at all times in the vehicles, unless the cadet is meeting the team at the event and being driven by a parent or guardian.

MEALS- If meals are provided, they will be pre-packaged and cadets will eat at the same spacing requirements in place at the school in the cafeteria.

2. Marksmanship Meets: Rifle events will be held in a large open area like a school Gym with 6 foot spacing between shooters on the firing line. Typically we have 1 cadet in a shooting lane, 2 empty lanes, then another cadet. Schools are kept together and these events are staggered to limit the amount of schools and cadets on location at any given time. Teams consist of 4 cadets.

TRANSPORTATION- Masks will be worn at all times in the vehicles, unless the cadet is meeting the team at the event and being driven by a parent or guardian.

MEALS- If meals are provided, they will be pre-packaged and cadets will eat at the same spacing requirements in place at the school in the cafeteria.

3. Academic Brain Brawl Meets: These events are indoors and held in Media centers or large auditoriums. There are only 4 schools at a time competing and the 4 tables are separated with 6 foot spacing. Cadets wear masks at all times and the only spectators allowed are the coaches. This year it was decided to not permit parents or families to watch. Waiting areas are separated for each school and are typically outside weather permitting. Teams consist of 4-5 cadets.

TRANSPORTATION- Masks will be worn at all times in the vehicles, unless the cadet is meeting the team at the event and being driven by a parent or guardian.

MEALS- If meals are provided, they will be pre-packaged and cadets will eat at the same spacing requirements in place at the school in the cafeteria.

4. Field Trips: This is an outdoor event. Cadets will maintain 6ft distance rules and wear masks during the event.

TRANSPORTATION- Masks will be worn at all times in the vehicles, unless the cadet is meeting the team at the event and being driven by a parent or guardian.

MEALS- If meals are provided, they will be pre-packaged and cadets will eat at the same spacing requirements in place at the school in the cafeteria.



[area12_group] Nease STS Match at Gateway Rifle & Pistol Club results.

1 message

12 Hanson, Durwin <hanson.durwin.nsi@navyjrotc.us>

Sun, Dec 5, 2021 at 11:55 AM

Reply-To: hanson.durwin.nsi@navyjrotc.us

To: Area12 Group <area12_group@navyjrotc.us>

Cc: Duane Hanson <durwin.hanson@stjohns.k12.fl.us>

Thanks to all who participated in our STS yesterday. I know Area - 12 was very busy with events all over Area - 12.

So here is the link of the STS event.

Clay took 1st place (qualified)
Nease A 2nd previously qualified
Nease B 3rd previously qualified
Fleming Island B team qualified
Ed White qualified

Clay, Fleming Island B Team & Ed White qualified for Area - 12 STS.

Congratulations and hope all enjoyed it. Thanks again Gunny Hanson

See link below

<http://www.orionresults.com/team/EventResult.aspx?MatchID=1.2315.2021113016401236.0&SubKey=1843088#>

--

Link to Area 12 Website: <https://sites.google.com/a/navyjrotc.us/area-twelve/home>

Link to NJ Apps Website: <https://sites.google.com/navyjrotc.us/nj-apps>

You received this message because you are subscribed to the Google Groups "Area 12 Group" group.

To unsubscribe from this group and stop receiving emails from it, send an email to area12_group+unsubscribe@navyjrotc.us.

To view this discussion on the web visit https://groups.google.com/a/navyjrotc.us/d/msgid/area12_group/CA%2BGRti-T%3D3jk1Zd%2BUMmGamD9U%2BStndwH71vz%3DAJ7EXqH-OV43w%40mail.gmail.com.



Cox, Kimberly <kim.cox@myoneclay.net>

Re: Field Trip

1 message

Rodabaugh, L. Berley <lon.rodabaugh@myoneclay.net>

Tue, Jan 11, 2022 at 2:05 PM

To: "Cox, Kimberly" <kim.cox@myoneclay.net>

That is correct... this is the state championship and we just qualified.

Lon RodabaughCHS TEACHER, ROTC/MILITARY SH
CHS**Clay County District Schools**

| phone 904-336-7175 | ext 67299

| web oneclay.net | email lon.rodabaugh@myoneclay.net



This Email Is Not An Acceptable Offer And Does Not Evidence Any Intention By The Sender To Enter Into A Contract.



On Tue, Jan 11, 2022 at 1:31 PM Cox, Kimberly <kim.cox@myoneclay.net> wrote:

Loni,

Mrs. Pickett wanted me to ask you about your two Field Trip Requests that have come in late. They need to be Board approved and we have already missed the January board meeting. She is asking did you just quality for this event or ??

Thank you,

Kimberly CoxK12 ADMINISTRATIVE SECRETARY
K12**Clay County District Schools**

| phone 904-336-6919 | ext 66919

| web oneclay.net | email kim.cox@myoneclay.net



This Email Is Not An Acceptable Offer And Does Not Evidence Any Intention By The Sender To Enter Into A Contract.

SCHOOL DISTRICT OF CLAY C

FIELD TRIP REQUEST

1. School Requesting: CLY HIGH
2. Transportation (Check One):
 School Bus(s) _____ Private Vehicle(s) _____ Commercial Carrier ☒ Other _____
 If Commercial Carrier or Other, please state type: PNNETT BUS LINES
3. Trip(s) Overnight: Yes ☒ No _____ Trip(s) Out-of-State: Yes ☒ No _____
4. Dates of Field Trip*: 1/28/22 - 1/29/22 Destination*: APPLING GA
5. Group Taking Trip: ATROTC ORIENTEERING TEAM
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: TO COMPETE IN A-12 ORIENTEERING CHAMPIONSHIP AT MISKLETON STATE PARK
8. Supporting Florida Standards Benchmark(s) with Narrative(s): _____
9. Number of Students*: 18 Number of Chaperones*: 2
10. Cost Per Student: _____ Budget Code or Source to be charged: 3167
 (Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: 8am 1/28/22 Returning Time*: 9pm 1/29/22

*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): _____

Teacher, Team Leader, Department Head, Etc.

Principal

Assistant Superintendent

Superintendent

SEC-1-2723; E. 2/13/2019

Date

Date

Date

Date



Clay County NJROTC Event & Field Trip Precautions



1. Orienteering Meets: This is an outdoor event and schools participating arrive at separate times to run the course and limit exposure to other students / schools and the start times are staggered so only 1 cadet runs at a time, spacing everyone out on the 5-10K course. Teams consist of about 12-14 cadets.

TRANSPORTATION- Masks will be worn at all times in the vehicles, unless the cadet is meeting the team at the event and being driven by a parent or guardian.

MEALS- If meals are provided, they will be pre-packaged and cadets will eat at the same spacing requirements in place at the school in the cafeteria.

2. Marksmanship Meets: Rifle events will be held in a large open area like a school Gym with 6 foot spacing between shooters on the firing line. Typically we have 1 cadet in a shooting lane, 2 empty lanes, then another cadet. Schools are kept together and these events are staggered to limit the amount of schools and cadets on location at any given time. Teams consist of 4 cadets.

TRANSPORTATION- Masks will be worn at all times in the vehicles, unless the cadet is meeting the team at the event and being driven by a parent or guardian.

MEALS- If meals are provided, they will be pre-packaged and cadets will eat at the same spacing requirements in place at the school in the cafeteria.

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TRANSPORTATION- Masks will be worn at all times in the vehicles, unless the cadet is meeting the team at the event and being driven by a parent or guardian.

MEALS- If meals are provided, they will be pre-packaged and cadets will eat at the same spacing requirements in place at the school in the cafeteria.

4. Field Trips: This is an outdoor event. Cadets will maintain 6ft distance rules and wear masks during the event.

TRANSPORTATION- Masks will be worn at all times in the vehicles, unless the cadet is meeting the team at the event and being driven by a parent or guardian.

MEALS- If meals are provided, they will be pre-packaged and cadets will eat at the same spacing requirements in place at the school in the cafeteria.



Cox, Kimberly <kim.cox@myoneclay.net>

Re: Field Trip

1 message

Rodabaugh, L. Berley <lon.rodabaugh@myoneclay.net>
To: "Cox, Kimberly" <kim.cox@myoneclay.net>

Tue, Jan 11, 2022 at 2:05 PM

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Lon RodabaughCHS TEACHER, ROTC/MILITARY SH
CHS**Clay County District Schools**

| phone 904-336-7175 | ext 67299

| web oneclay.net | email lon.rodabaugh@myoneclay.net



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Mrs. Pickett wanted me to ask you about your two Field Trip Requests that have come in late. They need to be Board approved and we have already missed the January board meeting. She is asking did you just quality for this event or ??

Thank you,

Kimberly Cox

K12 ADMINISTRATIVE SECRETARY

K12

Clay County District Schools

| phone 904-336-6919 | ext 66919

| web oneclay.net | email kim.cox@myoneclay.net



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FIELD TRIP REQUEST

ADMINISTRATIVELY APPROVED
PENDING BOARD APPROVAL

Feb 3, 2022

1. School Requesting: Keystone Heights Hig
2. Transportation (Check One):
 School Bus(s) _____ Private Vehicle(s) ☒ Commercial Carrier _____ Other ☒
 If Commercial Carrier or Other, please state type: County Vans
3. Trip(s) Overnight: Yes ☒ No _____ Trip(s) Out-of-State: Yes _____ No ☒
4. Dates of Field Trip*: Feb 17-20, 2022 Destination*: Daytona Beach & Cocoa Beach & Blue Springs State Park
5. Group Taking Trip: KHHS Army JROTC Seniors
6. If using private vehicles, list approved driver(s): Karen Anderson
7. Educational Value of Field Trip: Patriotism, Duty, Respect, Teamwork, Public Affairs, Military Traditions, Military Careers, Diversity, Selfless Service, Integrity, Honor, Precision, Environment, Planning, Goal Setting
8. Supporting Florida Standards Benchmark(s) with Narrative(s): ELA
9. Number of Students*: 15 Number of Chaperones*: 4
10. Cost Per Student: \$300 Budget Code or Source to be charged: JROTC Boosters
 (Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: 2:00 PM Returning Time*: 6:00 PM

*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):

Rachael Dill
 Teacher, Team Leader, Department Head, Etc.

Benj. Wilson
 Principal

Spicer
 Assistant Superintendent

[Signature]
 Superintendent

Dec 13, 2021
 Date

12/15/21
 Date

1/11/22
 Date

[Signature]
 Date

[Signature]
 Date

Safety Protocols for KHHS Army JROTC Daytona Races Trip – Senior Field Trip to Daytona International Speedway

General Movement/Activity Plan:

Thursday; Feb 17, 2022: Depart KHHS after school enroute to Patrick Space Force Base (SFB) Lodging. Dinner meal enroute. Access Patrick Space Force Base, check in at Space Coast Inn and remain overnight.

Friday; Feb 18, 2022: Breakfast at Patrick SFB, Windshield Tour of Patrick SFB, Visit Kennedy Space Center Visitors Complex, Depart to Daytona Embry-Riddle Aeronautical University/Windshield Tour of Campus, Depart to Daytona International Speedway, Present Colors/Watch NextEra 250 Race, Dinner in Daytona, Depart enroute to Patrick SFB; Remain Overnight at Space Coast Inn

Saturday, Feb 19, 2022: Breakfast at Patrick SFB, Aerial Adventures in Cocoa Beach, Depart to Daytona International Speedway; Present Colors; Watch Beef; Its What's for Dinner 300; Dinner in Daytona; Depart Enroute to Patrick SFB; Remain Overnight at Space Coast Inn

Sunday; Feb 20, 2022: Breakfast at Patrick SFB; Depart enroute to Blue Springs State Park, Picnic Lunch at Blue Springs State Park; Hike/See Manatees, Depart enroute to Keystone Heights High School

Transportation: Transport to and from KHHS to Cocoa Beach (Patrick Space Force Base), Blue Springs State Park and Daytona Beach will be in county van(s) and privately owned vehicles (s) driven by approved parents and/or JROTC Boosters . Instructor(s) will transport Cadets in county vans; parents/JROTC Boosters will transport Cadets in approved POVs. Route planning will be conducted prior to departure to access weather, traffic conditions, road closures, etc.

During Activities: Social distancing will be emphasized during activities. Masks may be worn by JROTC participants when social distancing is not possible. Students will be monitored by chaperones during activities. Cadets will follow buddy system with male/male and female/female buddy system. Cadets will be assigned rooms for overnight stays based on buddy system. Safety briefings will be conducted by Instructor and Cadet Chain of Command before each major activity. Safety and risk reduction will be continually emphasized during the entire trip.

**ADMINISTRATIVELY APPROVED
PENDING BOARD APPROVAL**

Feb 3, 2022

**SCHOOL DISTRICT OF C
FIELD TRIP REQUES**

1. School Requesting: FIHS
2. Transportation (Check One):
School Bus(s) _____ Private Vehicle(s) _____ Commercial Carrier X Other _____
If Commercial Carrier or Other, please state type: _____
3. Trip(s) Overnight: Yes X No _____ Trip(s) Out-of-State: Yes X No _____
4. Dates of Field Trip*: 4-5 MAR 2022 Destination*: COFFEE COUNTY, GA
5. Group Taking Trip: NJROTC DRILL TEAM
6. If using private vehicles, list approved driver(s): _____
7. Educational Value of Field Trip: SUPPORTS NJROTC EVENTS (AR2A-12 DRILL CHAMPIONSHIP)
8. Supporting Florida Standards Benchmark(s) with Narrative(s): SAME AS ABOVE
9. Number of Students*: 40 Number of Chaperones*: 4
10. Cost Per Student: \$45.00 Budget Code or Source to be charged: 0551
(Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: 0800 Returning Time*: 2300

*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): _____

DAVID KEMER / SNSI

Teacher, Team Leader, Department Head, Etc.

[Signature]

Principal

[Signature]

Assistant Superintendent

[Signature]

Superintendent

12/21/2021

Date

1/6/22

Date

1/7/22

Date

1/7/22

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 (all athletes have already done so via Athletic Clearance process)

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

Charter Bus

Hotel Accommodations (room assignments/supervision etc):

This trip does not require an overnight stay

Mask Compliance:

Face coverings will be available when social distancing is not possible

Social Distancing:

Social distancing will be in place during indoor activities while at the event.

SCHOOL DISTRICT OF
FIELD TRIP REQUEST

1. School Requesting: Fleming Island
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*: March 4-6 Destination*: Caribe Royale Orlando
2022 3
5. Group Taking Trip: Fleming Island High School Dance Team
6. If using private vehicles, list approved driver(s): Parents will drive their own
7. Educational Value of Field Trip: Dancers children will be competing
at National Dance Alliance Nationals
8. Supporting Florida Standards Benchmark(s) with Narrative(s): n/a
9. Number of Students*: 11 Number of Chaperones*: 1
10. Cost Per Student: \$200 Budget Code or Source to be charged: 4036
(Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: March 3, 1:45 pm Returning Time*: March 6, 5:00pm

*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):

paige armstrong
Teacher, Team Leader, Department Head, Etc.

Principal [Signature]

Assistant Superintendent [Signature]

Superintendent [Signature]

12/7/2021
Date

1/6/22
Date

1/7/22
Date

1/7/22
Date



FIHS Dance Team
nationals 3/3-3/6
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 (all athletes have already done so via Athletic Clearance process)

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

Dancers will be driven to the competition by there own parents. The competition will be held at the same venue as the resort we will be staying in.

Hotel Accomodations (room assignments/supervision etc):

We will be staying at the Caribe Royale Resort in Orlando, Florida. I will be staying in my own room near the girls' room. Alexa Biello, Lexi Beale, Aprille Mueller, Sarah Isaac, and Cary Tillis will be together in one room. Erin Gifford, Trinity Craig, Reese Radford, Sydney Blankenship, Alyssa McAlpin, and Kate Givens will be in another room.

Mask Compliance:

The competition does not require the girls to wear masks at this time. The team will follow all safety protocols provided by the district and the competition.

Social Distancing:

The competition will not implement social distancing. The team will follow all safety protocols provided by the district and the competition.

ADMINISTRATIVELY APPROVED
PENDING BOARD APPROVAL

Feb 3, 2022

SCHOOL DISTRICT OF C
FIELD TRIP REQUEST

1. School Requesting: FLEMING ISLAND
2. Transportation (Check One):
School Bus(s) X Private Vehicle(s) _____ Commercial Carrier _____ Other _____
If Commercial Carrier or Other, please state type: _____
3. Trip(s) Overnight: Yes X No _____ Trip(s) Out-of-State: Yes _____ No X
4. Dates of Field Trip*: 3/15-3/19 Destination*: TAMPA CONVENTION CENTER
5. Group Taking Trip: DRAMA STUDENTS AND DRAMA CLUB
6. If using private vehicles, list approved driver(s): _____
7. Educational Value of Field Trip: STATE COMPETITION
- STUDENTS (QUALIFYING) AT DISTRICTS WITH
Formally perform for adjudication
8. Supporting Florida Standards Benchmark(s) with Narrative(s):
TH.912.C.3 - CRITIQUE WORKS OF ART
TH.912.S.3 - PURPOSEFUL PRACTICE AND REFINEMENT OF SKILLS
9. Number of Students*: 30-40 Number of Chaperones*: 4
10. Cost Per Student: \$500 Budget Code or Source to be charged: DRAMA
(Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: 8am 3/15 Returning Time*: 7pm 3/19

*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): 18458

Teacher, Team Leader, Department Head, Etc.

Principal

Assistant Superintendent

Superintendent

Date

Date

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)

X All participants have signed COVID-19 Waiver (all athletes have already done so via Athletic Clearance process)

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

Parents Driving include Mrs. Williams (Sponsor) and Mr. Williams (Bannerman Clay County Teacher). We will be renting a 15 passenger van based on the small number of students attending.

Hotel Accomodations (room assignments/supervision etc):

Students will be two to a room in separate beds on the same floor as the sponsor and chaperone.

Mask Compliance:

Per event rules, masks are to be worn in Tampa Convention Center when not performing, at all competition. When performing, students will remove masks and then upon completion, put masks back on.

When 6 feet apart and outside, students will not be required to wear masks.

All students understand this is a requirement of registration.

Social Distancing:

Students have been advised to maintain social distance from student from other schools competing and exercise the same caution as if in the classroom

SCHOOL DISTRICT OF CLATSOP
FIELD TRIP REQUEST

ADMINISTRATIVELY APPROVED
PENDING BOARD APPROVAL
Feb 3, 2022

1. School Requesting: Middlebury High
2. Transportation (Check One):
School Bus(s) _____ Private Vehicle(s) _____ Commercial Carrier ☒ Other ☒
If Commercial Carrier or Other, please state type: Through overnight group tours & flight
3. Trip(s) Overnight: Yes ☒ No _____ Trip(s) Out-of-State: Yes ☒ No _____
4. Dates of Field Trip*: March 12-15, 2023 Destination*: New York City
5. Group Taking Trip: Band, Chorus and Musical Theatre
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: To watch performances (professional) and workshop with Broadway performers.
8. Supporting Florida Standards Benchmark(s) with Narrative(s): _____
9. Number of Students*: 80 Number of Chaperones*: 10
10. Cost Per Student: \$1435.00 Budget Code or Source to be charged: 2200
(Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: 3:30AM Returning Time*: 10:53pm

*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): _____

Teacher, Team Leader, Department Head, Etc. _____

Principal _____

Assistant Superintendent _____

Superintendent _____

SEC-1-2723; E. 2/13/2019

12/13/21
Date
12/13/21
Date
12/16/21
Date
12/16/21
Date

Overnight Trip Covid Plan
NYC: Band, Chorus and Musical Theatre
New York City, New York
March 12-15, 2023

My students, chaperone and I will abide by the Clay County School Board's covid policy and procedures. We will also adhere to the New York States guidelines. All travelers will have to be vaccinated in order to attend indoor performances. Due to the reason of seeing performances as our main travel purpose, all travelers will have to show proof of vaccination.

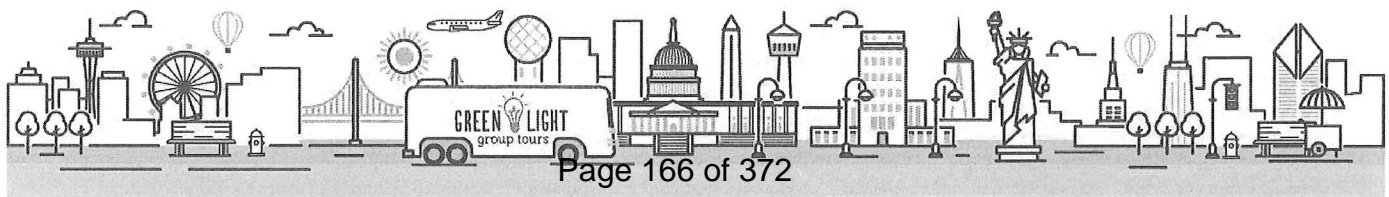
On the flight and in all indoor locations, students and chaperones will be required to wear a face mask. For overnight stay at the hotel, students will have a 4 person occupancy and it will not change for the duration of the trip. Chaperones will maintain a 2 person occupancy.

Please also see the attached document from Greenlight group tours explaining their planned procedures.



- If the traveler has a 100.4 fever or a loss of taste and smell, the traveler will need to be tested for Covid-19 (this expense should be covered by the travelers health insurance. If it is not covered, the basic travelers insurance will cover up to \$20,000 in medical expenses).
 - If the traveler tests negative, they can resume the trip
 - If the traveler tests positive, these procedures are followed:
 1. Isolate any traveler that was in close contact. Close contact will be defined as being within 6 ft for more than 15 minutes, inside and unmasked. These travelers will need to be tested and isolated until we have results.
 2. If a doctor orders a 24 hour quarantine for the sick traveler, then basic travelers insurance will cover up to \$750 TOTAL to be used towards food, extra hotel room nights needed and additional transportation (Anything above that \$750 total will be at the expense of the traveler)
 3. If a traveler tests positive, their parent can come pick them up or the chaperone that is staying back with them can get them home when they are feeling better.
 4. If a second traveler feels ill or is showing symptoms, we will get a second hotel room so that we can isolate the ill traveler until we know more (Green Light will pay for up to two additional hotel rooms).
- Flight or transportation costs for parent or chaperone to come get a sick traveler are not covered
- If a traveler is hospitalized for three or more days, then the travelers insurance policy covers flying in a parent.
- If a group departs for home and the sick traveler and chaperone stay behind, then the travelers insurance policy covers a flight to get the sick traveler home (once they aren't sick). Driving may be easier in this scenario, depending upon the distance home.

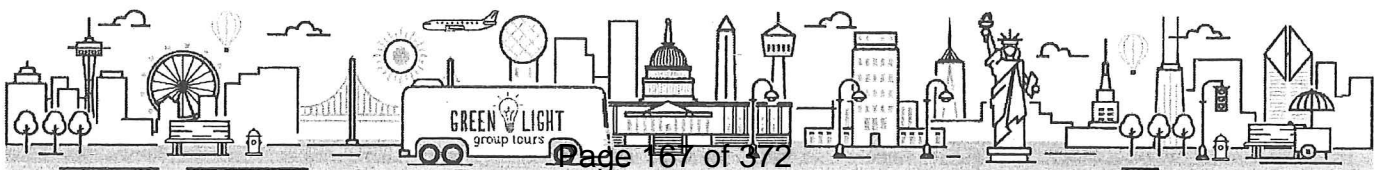
Green Light will do everything in our power to provide a safe, healthy, positive and memorable travel experience.





- If the traveler has a 100.4 fever or a loss of taste and smell, the traveler will need to be tested for Covid-19 (this expense should be covered by the travelers health insurance. If it is not covered, the basic travelers insurance will cover up to \$20,000 in medical expenses).
 - If the traveler tests negative, they can resume the trip
 - If the traveler tests positive, these procedures are followed:
 1. Isolate any traveler that was in close contact. Close contact will be defined as being within 6 ft for more than 15 minutes, inside and unmasked. These travelers will need to be tested and isolated until we have results.
 2. If a doctor orders a 24 hour quarantine for the sick traveler, then basic travelers insurance will cover up to \$750 TOTAL to be used towards food, extra hotel room nights needed and additional transportation (Anything above that \$750 total will be at the expense of the traveler)
 3. If a traveler tests positive, their parent can come pick them up or the chaperone that is staying back with them can get them home when they are feeling better.
 4. If a second traveler feels ill or is showing symptoms, we will get a second hotel room so that we can isolate the ill traveler until we know more (Green Light will pay for up to two additional hotel rooms).
- Flight or transportation costs for parent or chaperone to come get a sick traveler are not covered
- If a traveler is hospitalized for three or more days, then the travelers insurance policy covers flying in a parent.
- If a group departs for home and the sick traveler and chaperone stay behind, then the travelers insurance policy covers a flight to get the sick traveler home (once they aren't sick). Driving may be easier in this scenario, depending upon the distance home.

Green Light will do everything in our power to provide a safe, healthy, positive and memorable travel experience.



FIELD TRIP REQ

ADMINISTRATIVELY APPROVED

Received too late for Jan, 2022

Board Meeting

Received for Information: Feb. 3, 2022

1. School Requesting: Middleburg HS
2. Transportation (Check One):
 School Bus(s) _____ Private Vehicle(s) X Commercial Carrier _____ Other X
 If Commercial Carrier or Other, please state type: School Vans
3. Trip(s) Overnight: Yes X No _____ Trip(s) Out-of-State: Yes _____ No X
4. Dates of Field Trip*: 1/28-1/29 Destination*: Wakulla HS
5. Group Taking Trip: Wrestling
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. Coll Robertson, Richard Dusenberne
7. Educational Value of Field Trip: Athletics
8. Supporting Florida Standards Benchmark(s) with Narrative(s):
9. Number of Students*: 20 Number of Chaperones*: 4-6
10. Cost Per Student: 0 Budget Code or Source to be charged: _____
 (Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: As per Schedule Returning Time*: As per schedule

*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):

Coll R. Robertson
 Teacher, Team Leader, Department Head, Etc.

[Signature]
 Principal

[Signature]
 Assistant Superintendent

[Signature]
 Superintendent

1/6/22
 Date
1/10/22
 Date
1/14/22
 Date
1/14/22
 Date



Cox, Kimberly <kim.cox@myoneclay.net>

Re:

1 message

Robertson, Coll <coll.robertson@myoneclay.net>

Fri, Jan 14, 2022 at 12:48 PM

To: "Cox, Kimberly" <kim.cox@myoneclay.net>

Cc: Melissa Martinez <melissa.martinez@myoneclay.net>

This was a very last minute addition to our schedule. One of the original tournaments on the schedule was canceled, so I got our team into this one just recently.

On Fri, Jan 14, 2022 at 12:32 PM Cox, Kimberly <kim.cox@myoneclay.net> wrote:

Melissa and Coll,

I just received some field trip forms from you. I see the wrestling team is going to Wakulla HS on 1/28-29, 2022 and is staying overnight, therefore, I need the covid protocols for that. I have attached a form you can use or you can type up your own protocols.

Coll, did your wrestling team just qualify for this tournament because it's too late for the January and February Board meetings, so it cannot be approved until 3/3/22??

Thank you,

Kimberly Cox

K12 ADMINISTRATIVE SECRETARY

K12

Clay County District Schools

| phone 904-336-6919 | ext 66919

| web oneclay.net | email kim.cox@myoneclay.net



This Email Is Not An Acceptable Offer And Does Not Evidence Any Intention By The Sender To Enter Into A Contract.

**Coll Robertson**

MHS TEACHER, LANGUAGE ARTS, SH

MHS

Middleburg Wrestling Travel Social

Distancing Protocol

Departing School and Traveling:

1. Students will be monitored for health before travel. Under the weather students will be kept home. Advisors will verbally screen students as well.
2. Students will work to maintain 6 feet for social distancing.
3. When riding in the vehicle, students will be encouraged to wear masks.

Overnight Stay in Hotel:

1. Students will be assigned to rooms with other students following safety protocol.
2. Students will be instructed and checked for keeping hygiene and social distancing.

Food:

1. Students will be served and eat or drink from individual bottles, cups and plates. No shared items.
2. A parent or Advisor will be the one who serves food. Gloves will be worn by the server.
3. We will continue to employ single use, throw away forks, spoons, and paper products.

ADMINISTRATIVELY APPROVED
PENDING BOARD APPROVAL
Feb 3, 2022

SCHOOL DISTRICT OF CL
FIELD TRIP REQUEST

1. School Requesting: Middleburg High
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*: 2-10-22 to 2-11-22 Destination*: Port St. Joe High
5. Group Taking Trip: girls weightlifting
6. If using private vehicles, list approved driver(s): _____
7. Educational Value of Field Trip: _____
FHSAA State *For those that qualify*
8. Supporting Florida Standards Benchmark(s) with Narrative(s): _____
9. Number of Students*: 4 Number of Chaperones*: 2
10. Cost Per Student: _____ Budget Code or Source to be charged: _____
(Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: 11:00 AM Returning Time*: 10:00 PM

*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): _____

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

1-5-22
Date 1/10/22
Date 1/14/22
Date _____
Date _____

Middleburg Girls Weightlifting Travel Plan

The Girls Weightlifting team will travel to Port St. Joe High on February 10th through February 11th 2022 for FHSAA State.

Departure: Thursday 2-10-2022 at 11:00AM

Arrival: Thursday 2-10-2022 by 2:00PM

Return: Friday 2-11-2022 by 10:00PM

Departing School and Traveling

1. Athletes' temperatures will be checked and monitored for health before travel. Coaches will verbally screen athletes as well by asking the required COVID-19 questions.
2. Student athletes, coaches, and chaperones will be provided with a mask and will wear if applicable

Overnight Stay in Hotel

1. Athletes will stay in the assigned housing at the hotel with their parents
2. Student athletes will be reminded of the importance of good hygiene, as well as following social distancing and mask protocols.
3. We will have regular check ups at lights out and after waking up.

Food and Drinks

1. Athletes will get their own food, no shared food.

Competition

1. Athletes must comply with FHSAA and CDC guidelines when inside their facilities.

Middleburg Wrestling Travel Social

Distancing Protocol

Departing School and Traveling:

1. Students will be monitored for health before travel. Under the weather students will be kept home. Advisors will verbally screen students as well.
2. Students will work to maintain 6 feet for social distancing.
3. When riding in the vehicle, students will be encouraged to wear masks.

Overnight Stay in Hotel:

1. Students will be assigned to rooms with other students following safety protocol.
2. Students will be instructed and checked for keeping hygiene and social distancing.

Food:

1. Students will be served and eat or drink from individual bottles, cups and plates. No shared items.
2. A parent or Advisor will be the one who serves food. Gloves will be worn by the server.
3. We will continue to employ single use, throw away forks, spoons, and paper products.

SCHOOL DISTRICT OF C
FIELD TRIP REQUEST

ADMINISTRATIVELY APPROVED
Received too late for Jan, 2022
Board Meeting
Received for Information: Feb. 3, 2022

1. School Requesting: OHS
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*: 20220128-29 Destination*: mistletoe State Park
3725 mistletoe Rd
Appling, GA. 30802
5. Group Taking Trip: NISROTC
6. If using private vehicles, list approved driver(s): _____
7. Educational Value of Field Trip: Team work
8. Supporting Florida Standards Benchmark(s) with Narrative(s): _____
9. Number of Students*: 20 Number of Chaperones*: 3
10. Cost Per Student: \$17.00 Budget Code or Source to be charged: 3167
(Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: 20220128 / 1130 Returning Time*: 20220129 / 1700

*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): _____

NISROTC SNJSE OHS
Teacher, Team Leader, Department Head, Etc.

Principal

Assistant Superintendent

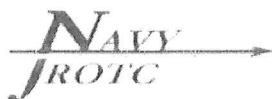
Superintendent

Date 12/3/21

Date 12/7/21

Date 12/7/21

Date



12 Willis, Jamie <willis.jamie.nsi@navyjrotc.us>

NJROTC A-12 Orienteering Championship

2 messages

12 Hojnowski, Ronald <hojnowski.ronald.snsi@navyjrotc.us>

Thu, Dec 2, 2021 at 4:44 PM

To: Jamie 12 Willis <willis.jamie.nsi@navyjrotc.us>

This email is sent to inform the Oakleaf NJROTC Orienteering team that you have qualified to participate in the NJROTC Area-12 Orienteering Championship. Congratulations!

This year's championship will be held on Jan. 29, 2022 and take place at Mistletoe State Park, 3725 Mistletoe Rd, Appling, GA 30802.

Cost for the event is:

Team Registration Fee: \$165.00

Runner Fee (per runner): \$7.00

E-stick Fee (per runner): \$3.00 (if needed)

Cadet Lunch (per runner): \$6.50

There are numerous hotels and restaurants in the Grovetown and Thomson, GA areas for lodging, as needed.

Again, congratulations. Please reply if any additional information is required.

Respectfully,

--

LCDR Ronald Hojnowski

Hillgrove High School Navy JROTC

hojnowski.ronald.snsi@navyjrotc.us

770-514-5098 (office)

985-788-8567 (cell)

12 Willis, Jamie <willis.jamie.nsi@navyjrotc.us>

Fri, Dec 3, 2021 at 6:22 AM

To: "12 Hojnowski, Ronald" <hojnowski.ronald.snsi@navyjrotc.us>

I will be attending.

[Quoted text hidden]

--

Jamelee Willis

Oakleaf High School NNDCC

MGySgt USMC (Retired)

Phone #: (904) 336-8375 ext. 68261

E-Mail: willis.jamie.nsi@navyjrotc.us

jamie.willis@myoneclay.net

"Some people spend an entire lifetime wondering if they made a difference in this world.
Marines don't have that problem"



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):

Cadets will wear MASK on BUS to and from school and event

Hotel Accommodations (room assignments/supervision etc):

Cadets will be accommodated with 2 cadets per hotel room

Mask Compliance:

Cadet have volunteered to wear mask that it is not mandatory, but highly recommended

Social Distancing:

Cadets will maintain social distancing when space allows

SCHOOL DISTRICT OF C

Received for Information: Feb. 3, 2022

FIELD TRIP REQUEST

1. School Requesting: Oakleaf High School
2. Transportation (Check One):
School Bus(s) _____ Private Vehicle(s) _____ Commercial Carrier _____ Other ☒
If Commercial Carrier or Other, please state type: School vans / parents
3. Trip(s) Overnight: Yes ☒ No _____ Trip(s) Out-of-State: Yes _____ No ☒
4. Dates of Field Trip*: 01/28 - 01/29 Destination*: Microtel Palm Coast, FL
5. Group Taking Trip: Oakleaf High School Wrestling Team
6. If using private vehicles, list approved driver(s): Rory Boderick, John Powers Young
7. Educational Value of Field Trip: N/A
Originally not overnight-
but host school changed event time
8. Supporting Florida Standards Benchmark(s) with Narrative(s): N/A @ Last minute
9. Number of Students*: 28 Number of Chaperones*: 4
10. Cost Per Student: \$50 Budget Code or Source to be charged: OHS 1126
(Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: 8:00 am Returning Time*: 10:00 P.M.

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

N/A
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):

N/A

Rory Boderick
Teacher, Team Leader, Department Head, Etc.

Principal

Assistant Superintendent

Superintendent

01/07/2022
Date

Date

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 (all athletes have already done so via Athletic Clearance process)

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

School Vans + Parents driving some.

Hotel Accommodations (room assignments/supervision etc):

Microtel Inn & Suites - Palm Coast
16 Kingswood Dr. Palm Coast, FL,

4 Students per room
2 Coaches rooms

Packaged breakfast.

Mask Compliance:

Masks are strongly encouraged.

Social Distancing:

When possible,

ADMINISTRATIVELY APPROVED
PENDING BOARD APPROVAL
Feb 3, 2022

SCHOOL DISTRICT OF CL
FIELD TRIP REQUEST

1. School Requesting: OHS
2. Transportation (Check One):
School Bus(s) _____ Private Vehicle(s) X Commercial Carrier _____ Other _____
If Commercial Carrier or Other, please state type: School Vans + Rental
3. Trip(s) Overnight: Yes X No _____ Trip(s) Out-of-State: Yes X No _____
4. Dates of Field Trip*: 2/25 - 2/26 Destination*: Valdosta, Ga
5. Group Taking Trip: Baseball
6. If using private vehicles, list approved driver(s): Matthew Carter, BR O'Steen, Daniel Richard
7. Educational Value of Field Trip: n/a
8. Supporting Florida Standards Benchmark(s) with Narrative(s): n/a
9. Number of Students*: 20 Number of Chaperones*: 5
10. Cost Per Student: \$40 Budget Code or Source to be charged: OHS 1141
(Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: Noon Returning Time*: 10pm

*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):

n/a

Teacher, Team Leader, Department Head, Etc.

Principal

Assistant Superintendent

Superintendent

Date

Date

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 (all athletes have already done so via Athletic Clearance process)

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

School Vans + 1 rental van.

Hotel Accommodations (room assignments/supervision etc):

Hilton garden Inn
1702 Gornito Rd. Valdosta, GA 31601
8 Hotel Rooms
4 Students per room
Packaged breakfast.

Mask Compliance:

Masks are strongly encouraged.

Social Distancing:

When possible.

SCHOOL DISTRICT OF CLAY C
FIELD TRIP REQUEST

ADMINISTRATIVELY APPROVED
Received too late for Jan, 2022
Board Meeting
Received for Information: Feb. 3, 2022

1. School Requesting: RHS
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*: 28-29 JAN Destination*: Appling, GA
5. Group Taking Trip: NJRC Orienteeering Team
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. NA
7. Educational Value of Field Trip: Competition qualifier
8. Supporting Florida Standards Benchmark(s) with Narrative(s): on Friday Visiting
the National Museum of the Mighty Eighth Air Force
Attending Orienteering Championships
9. Number of Students*: 12 Number of Chaperones*: 3
10. Cost Per Student: Free Budget Code or Source to be charged: NA
(Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: 7:30 Returning Time*: 7:00 PM

*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):

AB

Teacher, Team Leader, Department Head, Etc.

Principal [Signature]

Assistant Superintendent [Signature]

Superintendent [Signature]

12/14/2021

Date 12/14/21

Date

Date 12/20/21

Date



=Naval Junior Reserve Officer's Training Corps

NJROTC Area Manager
Area TWELVE
P.O. Box 152
NAS Jacksonville, FL 32212



12 December 2021

From: NJROTC Area Manager, Area TWELVE
McDonough H.S. NJROTC
To: NJROTC Area TWELVE

Subj: **NJROTC AREA TWELVE ORIENTEERING CHAMPIONSHIPS LETTER OF INSTRUCTION LOI – 2021-2022**

Encl.: (1) Agreement of Indemnity
(2) Orienteering USA Interscholastic Scoring Guidelines
(3) Pre-Mishap Plan
(4) Operational Risk-Management
(5) Map & Directions to the meet
(6) W-9 for McDonough H.S.

1. GENERAL. Procedures for the 2021-22 Area TWELVE Orienteering Championships are hereby promulgated. This LOI sets forth the rules and regulations governing the conduct of participating schools, officials, and cadets. It also establishes guidelines for entry, general operations, and regulations for safe conduct of the meet. The Area TWELVE Orienteering Championship is hosted annually by an Area Twelve unit in cooperation with the Georgia Orienteering Club (GAOC). The host school may participate, as GAOC will be creating and setting the courses. This year's event will be held on Saturday, January 29, 2022 @ Mistletoe State Park, Appling, Georgia. In the event of cancellation due to severe weather, the alternate date will be Sunday, 30 January 2022. Units wishing to enter the Area 12 Orienteering Championships must meet eligibility requirements outlined below and complete the online registration form as soon as practicable but no later than **27 December 2021**. Scoring will be adjusted to actual team scores vice individuals. Teams will be limited to a maximum of 15 cadets, with no more than five cadets entered on any one course.

2. ELIGIBILITY. Eligibility to compete in the Championship will be determined IAW Section 4 below. Entry will be limited to 30 teams or 340 cadets, whichever comes first. Individual courses will also be limited to a maximum of 100 runners so that all start times can occur in a 5-hour start window. As this is a championship event, schools may register only qualified teams; space for standby teams will be approved once all qualified teams are entered and space is still available. Registration IS NOT complete until registration spreadsheet is complete and (\$165.00 Entry Fee) has been received by the **10 JAN. 2022** deadline. Instructors wishing to participate on a BROWN course will be eligible to participate in a special Instructor Competition.

Education

Education Opportunities

Our 2021 Summer Camp Schedule is out! Click on Day Camps below to check out 11 full weeks of summer fun!

Education

Exhibits

Masters of the Air

Tours

B-17 Exhibit

Chapel

Memorial Garden

Pub

Educational Tours

Character Counts

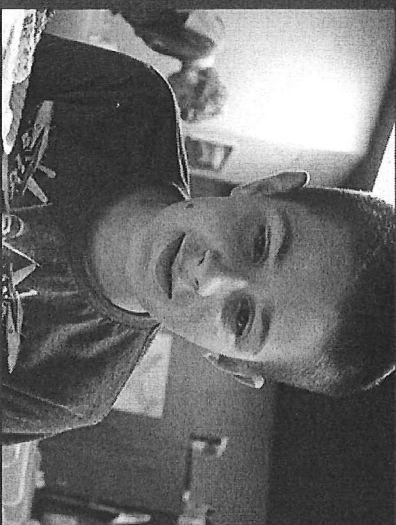
Bunkin' In

Day Camps

The National Museum of the Mighty Eighth Air Force welcomes over 20,000 school children from across the State of Georgia and Southeast each year for specialized tours

Student Tours

All student tours are guided to enhance their museum experience and have a 10 student minimum. Groups should be scheduled at least two weeks prior whenever possible.



SCHOOL DISTRICT OF CLAY (

FIELD TRIP REQUEST

1. School Requesting: RHS
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 ☒ *qualified*
4. Dates of Field Trip*: JAN 28-29 Destination*: Tallahassee
5. Group Taking Trip: NJ ROTC Cadets
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. MA
7. Educational Value of Field Trip: To attend an NJ ROTC Brief at the FAMU ROTC Unit, visit the Florida History Museum on Friday and compete in the FAMU drill meet on Saturday
8. Supporting Florida Standards Benchmark(s) with Narrative(s):
PE 2.4.4 AT 2.1.4.2 AT 6.1.4.2
PE 3.4.2 PE 3.4.4 PE 3.4.1
PE 3.4.10
9. Number of Students*: 40 Number of Chaperones*: 4
10. Cost Per Student: Free Budget Code or Source to be charged: N/A
 (Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: 6:00 am Returning Time*: 7:00 pm

*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):

Teacher, Team Leader, Department Head, Etc.

Principal

Assistant Superintendent

Superintendent

SEC-1-2723; E. 2/13/2019

12/14/2021

12/14/2021

Date 12/14/21

Date 12/14/22

Date 1/4/22

Date



DEPARTMENT OF THE NAVY

FLORIDA A&M UNIVERSITY
NAVAL RESERVE OFFICERS TRAINING CORPS UNIT
POST OFFICE BOX 6508
TALLAHASSEE, FLORIDA 32314-6508

1533
Ser 00/223
11 Oct 21

From: Commanding Officer, Naval Reserve Officer Training Corps Unit, Florida A&M University
To: Distribution List

Subj: LETTER OF INSTRUCTION FOR NAVAL JUNIOR RESERVE OFFICERS TRAINING
CORPS AREA 7 FIELD MEET COMPETITION 2022

Ref: (a) OPNAVINST 5761.1
(b) OPNAVINST 3500.39
(c) NJROTC AREA 7 FIELD MEET INSTRUCTION, 29 JANUARY 2022

Encl: (1) Area Layout
(2) Event Matrix
(3) Indemnity Form
(4) Operational Risk Management
(5) Athletic Event Instructions

1. Situation

a. Purpose. This Letter of Instruction (LOI) provides guidance and direction for the planning and execution of the 2022 Naval Junior Reserve Officers Training Corps Area 7 Field Meet Competition IAW references (a), (b), and (c).

b. Background. Cadets in the Naval Junior Reserve Officer Training Corps (NJROTC) participate in field competitions sanctioned by Area 7. The competitions are organized and executed by different host activities culminating in the Area 7 championship meet. The field competitions assist NJROTC units in meeting the objectives listed in reference (a). It is also an opportunity for the Marines, Sailors, and Midshipmen of the Florida A&M Naval Reserve Officer Training Corps Unit (FAMU NROTC) to gain experience in planning and executing large-scale events.

c. General. The 2022 Field Meet Competition will occur on 29 January 2022, at Florida A&M (FAMU) Bragg Stadium, 1500 Wahnish Way, Tallahassee, FL 32310. The competition is open to the participants' family and friends.

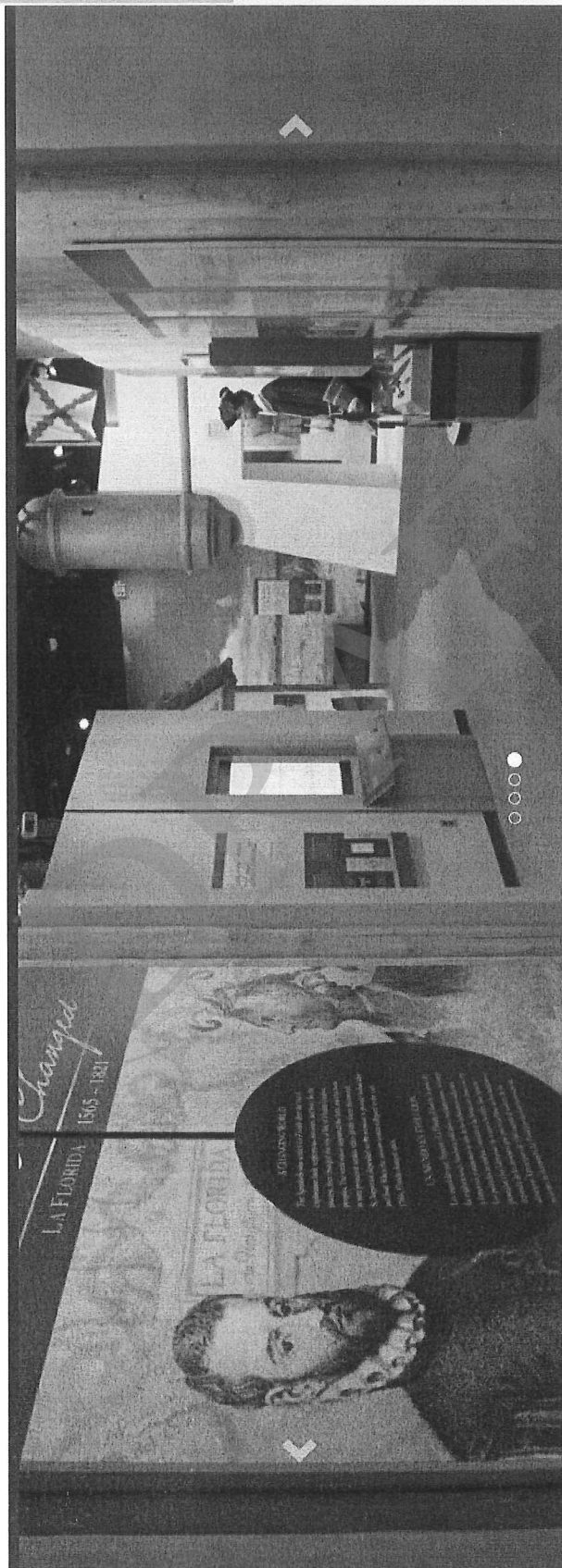
2. Mission

a. On 29 January 2022 at 0730, the FAMU NROTC will host the 2022 Area 7 Field Meet Competition in order to assist NJROTC units in meeting their primary objectives for training and to provide FAMU NROTC members the opportunity to plan and execute a large-scale event.

3. Execution

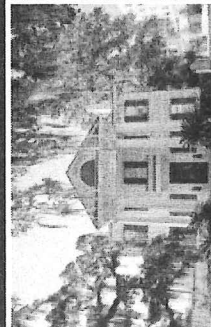
a. Commander's Intent

(1) Purpose. To provide a controlled environment in which NJROTC units can compete in various military events.



Para español, seleccione de la lista Powered by Google Translate

Knott House Museum



Membership



Programs and Events



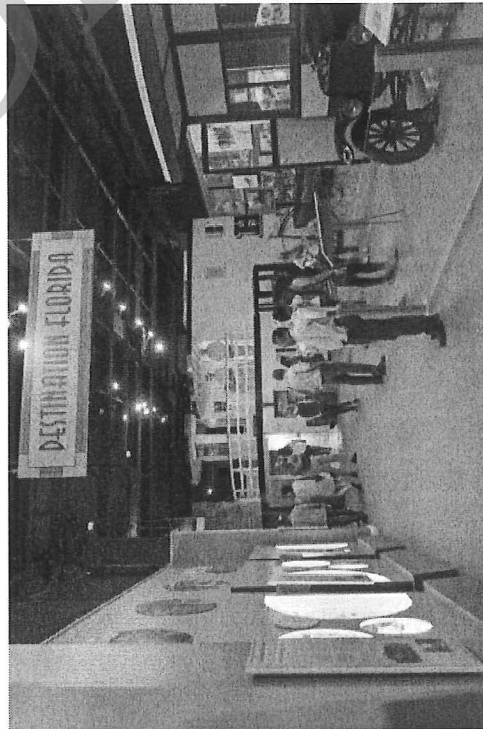
Florida's History Shop



Group Visits



About



THE MUSEUM OF FLORIDA HISTORY AND ITS MISSION

Opened in 1977, the Museum of Florida History collects, preserves, exhibits, and interprets evidence of past and present cultures in Florida, and promotes knowledge and appreciation of this heritage.

As the State's History Museum, it focuses on artifacts and eras unique to Florida's development and on roles that Floridians have played in national and global events.

Through exhibits, educational programs, research, and collections, the Museum reflects the ways that people have shaped and reacted to their cultural and natural environments.

The Museum of Florida History has been accredited by the American Alliance of Museums since 1986.

ABOUT

[Highlights](#)[Contact](#)[The Knott House Museum](#)

SCHOOL DISTRICT OF CLAY CO
FIELD TRIP REQUEST

ADMINISTRATIVELY APPROVED
PENDING BOARD APPROVAL
Feb 3, 2022

1. School Requesting: Ridgeview 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*: 3/15 - 3/19 Spring Break Destination*: Tampa, FL (Florida State Thespian Festival)
5. Group Taking Trip: Drama Club
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: Some students will be taking District pieces and competing at State level. Students will be watching shows performed by high schools throughout the state in professional performance spaces every night. Students will be attending workshops by professionals in specialized areas (performance, technical & business) that are not able to be taught in class. IB students are able to use state workshops and experience for IB assessments.
8. Supporting Florida Standards Benchmark(s) with Narrative(s): TH.912.C.1.2, TH.912.C.1.3, TH.912.C.1.7, TH.912.C.3.1, TH.912.C.3.3, TH.912.F.1.3, TH.912.F.2.2, TH.912.H.1.5, TH.912.H.3.1, TH.912.H.3.2, TH.912.O.2.8, TH.912.S.1.6, TH.912.S.2.6, TH.912.S.2.8 - please see attached with narratives noted
9. Number of Students*: 30 Number of Chaperones*: 3
10. Cost Per Student: \$380.00 Budget Code or Source to be charged: Internal Account
(Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: 11:00 AM Returning Time*: 8:00 / 9:00 PM

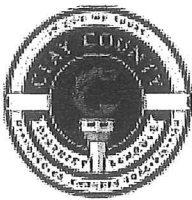
*For School Buses, if more than one bus is requested, reference bus request form.

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): _____

Lindsey S. McDade
Teacher, Team Leader, Department Head, Etc.
[Signature]
Principal
[Signature]
Assistant Superintendent
[Signature]
Superintendent

12/13/21
Date
12/13/21
Date
12/14/21
Date
12/14/21
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):

We will be using Clay County school buses or rental vans depending on the number of students and bus availability. Students will follow the CCSB & CDC guidelines in regards to wearing masks on transportation.

Hotel Accommodations (room assignments/supervision etc):

All students will be assigned to hotel rooms and there will be no visitation in other rooms. Adult supervision will be at least one adult per ten students.

Mask Compliance:

Students and adults will adhere to the outlined CCSB policies in regard to mask compliance.

Social Distancing:

Students and adults will adhere to the outlined CCSB policies in regard to social distance policies.

Prepared by Lindsay McDade, Ridgeview High School Drama
Dec 13, 2021

TH.912.C.1.2 - Create, refine, and sustain complex and believable characters for performance through the integration and application of artistic choices-based on research, rehearsal, feedback, and refinement.

TH.912.C.1.3 - Justify a response to a theatrical experience through oral or written analysis, using correct theatre terminology.

TH.912.C.1.7 - Justify personal perceptions of a director's vision and/or playwright's intent.

TH.912.C.1.8 - Apply the components of aesthetics and criticism to a theatrical performance or design.

TH.912.C.2.7 - Accept feedback from others, analyze it for validity, and apply suggestions appropriately to future performances or designs.

TH.912.C.3.1 - Explore commonalities between works of theatre and other performance media.

TH.912.C.3.3 - Critique, based on exemplary models and established criteria, the production values and effectiveness of school, community, and live or recorded professional productions.

TH.912.F.1.3 - Stimulate imagination, quick thinking, and creative risk-taking through improvisation to create written scenes or plays.

TH.912.F.2.2 - Assess the skills needed for theatre-related jobs in the community to support career selection.

TH.912.H.1.5 - Respect the rights of performers and audience members to perform or view controversial work with sensitivity to school and community standards.

TH.912.H.3.1 - Apply critical-thinking and problem-solving skills used in theatre collaboration to develop and creative solutions to real-life issues

TH.912.H.3.2 - Compare the application of various art forms used in theatre production.

TH.912.O.2.8 - Create a scene or improvisation to manipulate and challenge the conventions of the performer/audience relationship.

TH.912.S.1.6 - Respond appropriately to directorial choices for improvised and scripted scenes.

TH.912.S.2.6 - Transfer acting and technical skills and techniques from one piece of dramatic text to another.

TH.912.S.2.8 - Strengthen acting skills by engaging in theatre games and improvisations.

SCHOOL DISTRICT OF CLAY
FIELD TRIP REQUE

1. School Requesting: RLS
2. Transportation (Check One):
School Bus(s) _____ Private Vehicle(s) _____ Commercial Carrier X Other _____
If Commercial Carrier or Other, please state type: _____
3. Trip(s) Overnight: Yes X No _____ Trip(s) Out-of-State: Yes X No _____
4. Dates of Field Trip*: 4-5 Feb Destination*: South F. Ringgold
5. Group Taking Trip: NS RTC Cadets Guyton, GA
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. N/A
7. Educational Value of Field Trip: To compete in Area 12
Weld Card Drill Meet
8. Supporting Florida Standards Benchmark(s) with Narrative(s):
N/A
9. Number of Students*: 40 Number of Chaperones*: 6
10. Cost Per Student: \$30.00 Budget Code or Source to be charged: N/A
(Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: 3:00pm Friday Returning Time*: 8:00pm Sat.

*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):

Teacher, Team Leader, Department Head, Etc.

Principal

Assistant Superintendent

Superintendent

Date

Date

Date

Date

**NAVAL JUNIOR RESERVE OFFICERS TRAINING CORPS UNIT
SOUTH EFFINGHAM HIGH SCHOOL
1220 NOEL C CONAWAY ROAD, GUYTON, GA 31312**

From: Senior Naval Science Instructor, South Effingham High School
To: Area 12 Competitors

Subj: SOUTH EFFINGHAM AREA-12 WILD CARD DRILL MEET, 5 FEB 21

Ref: (a) Navy Nationals SOP (www.thenationals.net)

Encl: (1) Matrix/Schedule of Events (attached to email separately)
(2) Agreement of Indemnity
(3) Directions to South Effingham
(4) Inclement Weather Plan (will be available via separate correspondence)
(5) Pre-mishap plan
(6) ORM Matrix
(7) Roster forms (Academic, PU/CU)
(8) Entry Form

1. The Area 12 Wild Card Drill Meet scheduled for 5 February 2022 will be hosted by the South Effingham High School NJROTC Unit. Events will be graded by US Marine Corps and US Navy active duty personnel, NROTC Midshipmen and AROTC Cadets (Former NJROTC) and Experienced Drill Competitors.
2. The cost for this Area 12 Sanctioned Drill Meet has been set by the Area Manager at **\$450.00**. This includes meals for 30 cadets. Additional cadets attending will be \$6.00 per cadet and a check for that amount should be turned in to a South Effingham instructor on the day of the meet.
3. There will be no instructor meeting. All units should know the rules/procedures as set forth reference (a). Remember, all participating cadets will stand Personnel Inspection. No more than 40 cadets shall participate in this meet. **ALL CADETS** must have a completed Sports Physical, Standard Release Form, and Agreement of Indemnity (enclosure (2)) to compete in this Area-12 Sanctioned Meet. Each SNSI will verify completion of ALL requirements before allowing a cadet to compete. Rosters for the academic test, push-ups, and curl-ups (encl.8) shall be given your to your liaison prior to your first scheduled event. A cadet liaison and assistant liaison will be assigned to each school. Any issues with the liaison should be brought to the attention of the SNSI for resolution.

4. UNIFORM REQUIREMENTS:

a. The uniform of the day for cadets will be the Navy Service Uniform. The uniform for Naval Science Instructors will be either the prescribed uniform for the season or NJROTC unit attire.

b. Academic Testing: In accordance with references (a) and (b), we will administer a 50 question test. The tests will be given in designated spaces using SCANTRON forms. Cadets may wear either their Navy Service Uniform or athletic attire, but all cadets in the unit taking the exam must dress the same. Gear must look sharp and be worn in the same fashion as their uniform. No instructors or outside personnel will be allowed in the testing area once the briefings begin. Not abiding by this rule will result in disqualification.

c. Athletic Events: Entrants must wear appropriate athletic attire left to the discretion of the unit; however, no bare midriffs are allowed. All athletic gear will be worn in the same fashion as the uniform. **Shoes must be worn at all times during an event.** Shoe regulations have been clarified from previous years. Any running/athletic shoes of any kind, to include toe shoes, are authorized for all running/athletic events. METAL SPIKES of any kind are prohibited. Ensure your cadets are wearing appropriate running shoes to prevent disqualification.

d. Teams are allowed to remove name tags and ribbons from their uniforms during Armed Exhibition, Armed Basic, and Color Guard events.

5. Locker rooms: A parent volunteer or instructor will accompany any cadets to and from the changing room area. Changing rooms must be kept clean. Due to the possibility of limited space, instructors must ensure that all of their property is removed so the next school may use changing areas.

6. Running Event: The two relays from prior years has been replaced by a single 16x200 relay with 8 males and 8 females per team. Failure to meet the 8M/8F requirement will result in a team penalty.

7. **PUSH-UPS & CURL-UPS**

a. **Push-Ups**: All 16 cadets will execute push-ups at the same time. South Effingham will provide judges who will count all correct repetitions. Remember, your cadet will be given one warning if they deviate from the correct push-up form. The next infraction will result in the cadet being stopped.

b. **Curl-Ups**: All 16 cadets will execute curl-ups at the same time. South Effingham will provide judges who will count all correct repetitions. The competing school will provide holders for their cadets' feet. Remember, your cadet will be given one warning if they deviate from the correct curl-up form. The next infraction will result in the cadet being stopped.

8. **PI VERBALS:** Verbal's will be chosen from Chain of Command, Navy/Marine Rates/Ranks, Orders to a Sentry, or Cadet Field Manual questions (excluding orienteering or survival) approved by the Area Manager.

9. Bus parking: Cadets will direct you to parking on the bus ramp. Spectators may be directed to park anywhere in the school's parking areas.

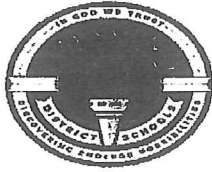
10. Ensure that all participating cadets have completed Enclosure (2). This form must be completed and turned to the liaison upon arrival. Cadets will not be allowed to participate in any event if this form is not filled out in its entirety.

11. There will be no scheduled lunch hour. Units should use breaks in the schedule to feed cadets lunch and snacks. South Effingham NJROTC volunteers will cook the entire day. The menu will include hamburgers, hotdogs, chips, cookie, power aide/water. If a Cadet need a no meat option, please let the cooks know and they will cook a veggie burger. A hospitality area for visiting instructors and bus drivers will be inside the NJROTC classroom.

12. INCLEMENT WEATHER PLAN (IWP): In the event of inclement weather, an IWP (enclosure (4)) will be promulgated via separate correspondence noting the designated indoor areas for the Personnel Inspection, Unarmed Drill, and Color Guard events. **NOTE: Sneakers may be required for these events to protect the floors or surfaces.** The athletic events will take place in designated areas per the IWP and will consist of the curl-ups and push-ups. Running events and Armed Exhibition will be canceled if all events are required to be held indoors.

13. For any further information concerning this drill meet, use the latest version of the Nationals LOI. Any questions not covered by the Nationals LOI, contact LtCol Terry Stautberg at (912) 660-7882 or via email at stautberg.terry.snsi@navyjrotc.us

T. P. STAUTBERG
LtCol USMC(Ret.)
South Effingham NJROTC SNSI



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):

We will be using a charter bus. The cadets will sit by themselves as much as possible

Hotel Accommodations (room assignments/supervision etc):

The cadets will be sleeping 4 to a room. Parents will be informed of this in the permission form that they will be required to sign.

Mask Compliance:

Cadets will be encouraged to always wear masks except when eating, sleeping and participating in outside events.

Social Distancing:

Social distancing will be maintained as much as possible.

School Board of Clay County

February 3, 2022 - Regular School Board Meeting

Title

C5 - Proclamation #22-08 to Establish February 2022 as Black History Month in Clay County Public Schools

Description

Each year, the month of February is recognized as a time to learn more about black history, build social awareness and celebrate the progress, richness, and diversity of African American achievement. During the 1920s, Dr. Carter Godwin Woodson, the preeminent historian and founder of the Association for the Study of Negro Life and History, spearheaded the creation of “Negro History Week” because he was concerned that the contributions of black Americans were overlooked or misrepresented. Therefore, he began lobbying for “Black History Week.”

In 1976, Dr. Woodson’s legacy, now renamed the Association for the Study of Afro-American Life and History, successfully lobbied to extend “Black History Week” into a month-long observance in February. This observance is a testimony to those African pioneers who struggled to affirm the humanity of African people.

Gap Analysis

This proclamation will promote the School Board of Clay County’s commitment to recognize and appreciate African American achievements.

Previous Outcomes

Every year, during the month of February, Clay County Public Schools commemorates the achievements of African Americans. These planned school and classroom activities accompany a standards-based approach to infusing African-American experiences, perspectives, history, and accomplishments into the curriculum throughout the year. The district’s system-level approach has resulted in greater equity and outcomes for African-American students. According to Spring 2021 FSA ELA data, the achievement gap between white and African-American students in Clay County was ten points below the state average (19 vs. 29 percentage points).

Expected Outcomes

Strive to close the equity and outcome gaps for Black American students through policies and practices that reflect the experiences of Black American students, ensure greater access and opportunity, and honor history, heritage, and contributions.

Strategic Plan Goal

Goal: 1 - Develop great educators and leaders

Strategy: 1.1 - Develop a high quality and aligned instructional system

Recommendation

Proclaim February 2022 as Black History Month in Clay County Public Schools

Contact

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

Financial Impact

None

Review Comments

Attachments

📎 [Black History Month Proclamation.pdf](#)

SCHOOL BOARD OF CLAY COUNTY, FLORIDA

PROCLAMATION #22-08



WHEREAS, during Black History Month, we celebrate the vast contributions of Black Americans to our Nation's history and identity; and

WHEREAS, Black History Month grew out of the establishment, in 1926, of Negro History Week by Carter G. Woodson and the Association for the Study of Negro Life and History; and

WHEREAS, the 2022 national theme for the observance is “The Black Family: Representation, Identity and Diversity”, and

WHEREAS, the School Board of Clay County is deeply committed to equity and inclusion. This stance includes the cultural and racial affirmation of our students, staff, parents, and community members who identify as Black American; and

WHEREAS, the School Board of Clay County strives to close the equity and outcome gaps for Black American students through policies and practices that reflect the experiences of Black American students, ensure greater access and opportunity and honor history, heritage, and contributions; and

WHEREAS, our community is better because of the diversity of our population; and

NOW, THEREFORE, BE IT RESOLVED, that the School Board of Clay County, Florida, do hereby proclaims the Month of **February 2022**, as ***Black History Month***.

Duly adopted and approved by the School Board of Clay County, Florida, this 3rd day of February, 2022.

ATTEST:

David Broskie
Superintendent of Schools
Clay County, Florida

Mary Bolla, School Board Chair

School Board of Clay County

February 3, 2022 - Regular School Board Meeting

Title

C6 - MOU Between University of South Florida Board of Trustees and The School Board of Clay County

Description

The Florida Department of Education and USF have partnered to create the Florida Problem Solving/Response to Intervention Project (“Project”) to help facilitate the statewide implementation of a problem-solving and response-to-intervention model. The Project supports districts and schools with their multi-tiered system of supports (“MTSS”) regarding assessment, instruction, and intervention across the tiers; data-based problem solving; leveraging technology; and universal education. The Project provides Florida educators training, technical assistance, and other support to facilitate the utilization of MTSS to promote the academic, behavioral, and social-emotional growth of all students. This will provide leaders and educators in Clay County District Schools to participate in and use the training, technical assistance, and other support available through the Project.

Gap Analysis

Approval of this Memorandum of Understanding will authorize the use of the “MOU” between the University of South Florida Board of Trustees, a public body corporate (“USF”) and The School Board of Clay County, Florida to provide consultation and professional learning support to help identify needs and attain goals for student learning.

Previous Outcomes

A previous collaboration between Florida’s PS/RtI Project (University of South Florida) and Clay County District Schools (2009-2011) resulted in an increased district-wide understanding of the implementation of the MTSS Framework at all tiers (Tier 1, Tier 2, and Tier 3) and collective district-wide implementation of the 4-Step Problem-Solving process for increased student achievement.

Expected Outcomes

It is expected that Clay County District Schools will use the (“MOU”) to engage in mutual and transparent collaboration and problem-solving to promote continuous improvement and progress towards identified goals and for the purpose of problem-solving and continuous improvement of (“MTSS”) procedures and student outcomes.

Strategic Plan Goal

Goal: 1. Develop Great Educators and Leaders

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

Recommendation

That the Clay County School Board approve Approve Memorandum of Understanding (MOU) to be used to provide support and technical assistance with ongoing facilitation of district-wide implementation of multi-tiered system of supports (“MTSS”) in regards to assessment, instruction, and intervention with all students.

Contact

Heather Teto, Chief of Elementary Education, 904-336-6904 and Bruce Bickner, School Board Attorney, 904-336-6507

Financial Impact

None

Review Comments

Attachments

☉ [MOU--Clay County--Dec 2021 \(2\).pdf](#)

MEMORANDUM OF UNDERSTANDING

This memorandum of understanding is between the University of South Florida Board of Trustees, a public body corporate (“**USF**”) and The School Board of Clay County, Florida, a public body corporate (“Board” or “**Collaborator**”).

1. Purpose

The Florida Department of Education and USF have partnered to create the Florida Problem Solving/Response to Intervention Project (“**Project**”) to help facilitate the statewide implementation of a problem-solving and response-to-intervention model. The Project supports districts and schools with their multi-tiered system of supports (“**MTSS**”) regarding assessment, instruction, and intervention across the tiers; data-based problem solving; leveraging technology; and universal education. The Project provides Florida educators training, technical assistance, and other support to facilitate utilization of MTSS to promote the academic, behavioral, and social-emotional growth of all students. Collaborator wants to participate in and use the training, technical assistance, and other support available through the Project. The purpose of this memorandum of understanding (“**MOU**”) is to clearly identify the responsibilities of each party related to the Project.

2. Party Responsibilities

(a) USF shall do the following:

- (1) Provide consultation and professional learning support to help the Collaborator identify needs and attain goals for student learning,
- (2) Help build Collaborator’s capacity to refine and improve their MTSS,
- (3) Engage in a mutual and transparent collaboration and problem solving with the Collaborator to promote continuous improvement and progress toward Collaborator’s identified goals, and
- (4) Help the Collaborator gather, organize, and interpret data for the purposes of planning, problem solving, and continuous improvement of their MTSS and student outcomes.

(b) Collaborator shall do the following:

- (1) Identify one or more accountable officers to establish processes and procedures and allocate available resources related to Collaborator's participation in the Project,
- (2) Use a structured problem solving and planning process to address identified needs and attain goals,
- (3) Engage in an ongoing mutual and transparent collaboration and problem solving with USF to promote continuous improvement and progress toward Collaborator's identified goals,
- (4) Gather, organize, interpret, and apply data for the purposes of planning, problem solving, and continuous improvement, and
- (5) Share information and data with USF, including educator knowledge, skills, and dispositions; implementation of relevant critical components of MTSS; and de-identified aggregate district and school level student outcome data to evaluate the effectiveness of the training, technical assistance, and other support available through the Project.

3. Termination

Either party may terminate this MOU, with or without cause, upon no less than 30 days written notice.

4. Non-binding

This MOU is not intended by the parties to be legally binding. The use of the word "shall" throughout this MOU indicates the intention of the parties to use their best efforts to cause the identified events to occur but, in the event of failure, does not create an obligation on the part of one party which supports a legal cause of action benefiting the other party.

5. No Warranty

USF makes no representation or warranty, express or implied, as to the accuracy or completeness of any of the information provided with the training, technical assistance, and other support available through the Project, as to the merchantability or fitness of such information for a particular purpose, or that the use of such information will not infringe any patent, copyright, trademark, or other proprietary rights.

6. **Protection of Personal Information**

Each party shall implement reasonable and appropriate safeguards to protect personal information, as defined in § 501.171, Fla. Stat. and educational records as defined in § 1002.225, Fla. Stat., 20 U.S.C. § 1232g and 34 C.F.R. Sec.99, disclosed by the other party in the performance of this Project ("**Personal Information**"), safeguard and prevent any unauthorized use or disclosure of Personal Information in accordance with applicable federal and state law, limit access to Personal Information to only its employees with a need to access the Personal Information to perform their job duties related to the Project, and ensure that such employees are aware of the obligations of this section. If either party becomes aware of any unauthorized use or disclosure of Personal Information, or has a reasonable belief that substantial risk of unauthorized use or disclosure exists, ("violation(s)") said party will provide written notice to the other party within 5 calendar days from the discovery of such unauthorized use or disclosure or substantial risk thereof, in response to which notice the notified party will implement whatever steps are necessary to abate or foreclose the possibility of any such violation. Each party will cooperate fully to assist the other party in identifying and notifying individuals potentially affected by such unauthorized use or disclosure. Each party will be responsible for its own reasonable costs and expenses associated with such cooperation.

7. **Sovereign Immunity**

Each party has sovereign immunity as a state agency or subdivision of the State of Florida. Each party assumes risk of injury or loss of property, personal injury, or death caused by the negligent or wrongful act or omission of its employees while acting within the scope of their employment for a claim or judgment by any one person or any claim or judgment, or portions thereof, when totaled with all other claims or judgments paid by the State of Florida or its agencies or subdivisions arising out of the same incident or occurrence up to the liability limits set forth in Florida Statute 768.28. The parties each acknowledge that nothing contained in this MOU will be construed as the consent of USF, the Board, the Collaborator, or the State of Florida, including, its agents, agencies, or subdivisions to be sued except as provided for herein or a waiver of sovereign immunity by USF, the Board, the Collaborator, or the State of Florida, including, its agents, agencies, or subdivisions beyond that provided in § 768.28, Fla. Stat.

8. Notices.

- (a) For a notice or other communication under this MOU to be valid, it must be in writing and delivered (1) by hand, (2) by private courier service with proof of delivery and all fees prepaid, (3) by registered or certified mail with return receipt requested and postage prepaid, or (4) by email with delivery confirmation.
- (b) For a notice or other communication to a party under this MOU to be valid, it must be addressed using the information specified below for that party or any other information specified by that party in a notice in accordance with this section.

USF: The University of South Florida Board of Trustees
ATTN: Dr. Ralph C. Wilcox, Provost and Executive Vice President
4202 E. Fowler Avenue, CGS 401
Tampa, FL 33620
rcwilcox@usf.edu

With Copy to:

Office of the General Counsel
Timothy C. Mays, Jr., Associate General Counsel
4202 E. Fowler Avenue, GCS 301
Tampa, FL 33620
813-974-8711
Timothy45@usf.edu

Collaborator: Clay County District Schools
ATTN: Heather Teto
900 Walnut Street
Green Cove Springs, FL. 32043
Heather.teto@myoneclay.net

With copy to:

Office of the School Board Attorney
ATTN: J. Bruce Bickner, School Board Attorney
900 Walnut Street
Green Cove Springs, FL 32043
James.bickner@myoneclay.net

- (c) A valid notice or other communication under this MOU will be effective when received by the party to which it is addressed. It will be deemed received as follows:
- (1) if it is delivered by hand, by private courier service with proof of delivery and all fees prepaid, by registered or certified mail with return receipt requested and postage prepaid, or by email with delivery confirmation, upon receipt as indicated by the date on the signed or otherwise validated receipt; and
 - (2) if the party to which it is addressed rejects or otherwise refuses to accept it, or if it cannot be delivered because of a change in address for which no notice was given, then upon that rejection, refusal, or inability to deliver.
- (d) If a valid notice or other communication is received after 5:00 p.m. on a business day at the location specified in the address for that party, or on a day that is not a business day, then that notice or other communication will be deemed received at 9:00 a.m. on the next business day.

9. Modification; Waiver

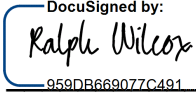
No amendment of this MOU will be effective unless it is in writing and signed by the parties. No waiver under this MOU will be effective unless it is in writing and signed by the party granting the waiver. A waiver granted on one occasion will not operate as a waiver on other occasions.

10. Effectiveness and Date


This MOU will become effective when all parties have signed it. The date of this MOU will be the date this MOU is signed by the last party to sign it. If a party signs this MOU but fails to date their signature, the date the other party receives the signing party's signature will be deemed to be the date the signing party signed this MOU.

Each party is signing this MOU on the date stated opposite of that party's signature.

UNIVERSITY OF SOUTH FLORIDA BOARD OF
TRUSTEES

By:  12/15/2021
959DB669077C491

Dr. Ralph C. Wilcox Date
Provost and Executive Vice President

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

Timothy C. Mays, Jr.
USF ATTORNEY

SCHOOL BOARD OF CLAY COUNTY, FLORIDA

By: _____
Mary Bolla Date
Chairman of School Board of Clay County, Florida

DRAFT

School Board of Clay County

February 3, 2022 - Regular School Board Meeting

Title

C7 - Proclamation #22-09 for Career and Technical Education Month

Description

Every February, the CTE community celebrates CTE Month to raise awareness of the role that CTE has in readying our students for careers and college. CTE Month is also a time to recognize and celebrate the CTE community members' achievements and accomplishments nationwide.

Gap Analysis

This resolution will promote Career and Technical Education in the Clay County School District to increase awareness of CTE programs.

Previous Outcomes

Proclamation #21-08: Career and Technical Education Month February 3rd, 2021 approved.

Expected Outcomes

The citizens of Clay County will recognize Career and Technical Education Month as a time to identify and honor educators, students, and business partners who are involved in CTE programs.

Strategic Plan Goal

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

Recommendation

Approve Proclamation.

Contact

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

Financial Impact

None

Review Comments

Attachments

📎 [Proclamation #22-09.pdf](#)

SCHOOL BOARD OF CLAY COUNTY, FLORIDA

PROCLAMATION #22-09

WHEREAS, February 2022 has been designated Career and Technical Education Month® by the Association for Career and Technical Education; and

WHEREAS, career and technical education ("CTE") offers students the opportunity to gain the academic, technical and employability skills necessary for true career readiness; and

WHEREAS, students in career and technical education programs participate in authentic, meaningful experiences that improve the quality of their education and increase their engagement and achievement; and

WHEREAS, career and technical education provides students with career exploration opportunities earlier in their educational experience, which enables them to make informed and beneficial decisions about their academic coursework and pursue established programs of study and career pathways; and

WHEREAS, there are more than 11,000 career and technical education students in Clay County in this type of meaningful education; and

WHEREAS, all secondary schools in Clay County offer career and technical education courses; and

WHEREAS, more than 7,000 CTE students are enrolled in one of the over 62 registered Career and Professional Education Academies and earned 123 certifications in 2009, and such certifications have increased each year to 2445 in 2018-2019 school year; and

WHEREAS, over 130 secondary career and technical education teachers in Clay County are inspiring students to succeed in college and careers; and

WHEREAS, career and technical education prepares students for fulfilling careers by offering integrated programs of study that link secondary and postsecondary education and lead to the attainment of industry-recognized credentials; and

WHEREAS, ensuring that employers have access to a qualified workforce is a crucial step in ensuring productivity among the business and industry communities as well as continued American economic growth and global competitiveness.

NOW, THEREFORE, BE IT RESOLVED, that the School Board of Clay County, Florida, do hereby proclaim **February 2022**, as *Career and Technical Education Month*

Duly adopted and approved by the School Board of Clay County, Florida, this 3rd day of February, 2022.

ATTEST:

David Broskie
Superintendent of Schools
Clay County, Florida

Mary Bolla, School Board Chair

School Board of Clay County

February 3, 2022 - Regular School Board Meeting

Title

C8 - Affiliation Agreement between Clay County District Schools and University of Florida.

Description

This agreement is between Clay County District Schools and the University of Florida (UF) College of Education for UF students to participate in internships, practicums, and observations under the direction of a certified educator in Clay County schools.

Gap Analysis

Without this agreement, interns and pre-interns cannot be placed in Clay County District Schools and would thereby prevent potential teacher candidates from choosing Clay to begin their career.

Previous Outcomes

Clay County District Schools currently has agreements with 24 Colleges/Universities, including an agreement with UF's College of Liberal Arts and Sciences (Dept of Communication Sciences and Disorders).

Expected Outcomes

Placement of interns provides teacher candidates with real-world experiences that better prepares them for the rigors of classroom teaching. UF is currently requesting the placement of one student.

Strategic Plan Goal

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

Strategy 5.1: Recruit, screen, hire, and retain top candidates that reflect the diversity of each school, our district, and community.

Recommendation

That the Clay County School Board approve the agreement between Clay County District Schools and the University of Florida.

Contact

Roger Dailey, Chief Academic Officer

904.336.6904 roger.dailey@myoneclay.net

Financial Impact

\$0.00 (include funding source)

Review Comments

Attachments

📎 [220070 Univ of FL \(1\).pdf](#)

FOLLOW ALL PROCEDURES ON BACK OF THIS FORM

Contract # **220070**
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 \$100,00.00

Date Submitted: 11/1/2021

Name of Contract Initiator: Jennifer Shepard

Telephone #: 9043366951

School/Dept Submitting Contract: Professional Learning

Cost Center # 9009

Vendor Name: University of Florida

Contract Title: UF Agreement for Student Teacher Leadership - College of Education

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

Contract Term: Effective until terminated by either party.

Renewal Option(s): **30 day Written Notice to Terminate**

Contract Cost: \$0

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

Funding Source: Budget Line #

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)***

*** See email from UF**

**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
NOV - 3 2021
PURCHASING

RECEIVED
11/19/2021
SBAO

**AREA BELOW FOR DISTRICT PERSONNEL ONLY **

CONTRACT REVIEWED BY:	COMMENTS BELOW BY REVIEWING DEPARTMENT
Purchasing Department BTS Review Date 11/8/2021	No Cost - New Agreement
School Board Attorney JB Review Date 11/23/21	Re-written - Corrected - * See TAB *
Other Dept. as Necessary	Use Re-Written 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: 11/24/2021

**THE UNIVERSITY OF FLORIDA
AGREEMENT
FOR
STUDENT TEACHER INTERNSHIP**

THIS AGREEMENT FOR STUDENT TEACHER INTERNSHIP (“Agreement”), dated as of December , 2021 (“Effective Date”), is entered into by and between The School Board of Clay County, Florida, the internship site (the “School District”), and the University of Florida Board of Trustees, a public body corporate of the State of Florida, for the benefit of its College of Education-COE (the “University”), also referenced individually as the “Party” or collectively as the “Parties.”

PURPOSE

- A. The University has a responsibility to its students in the College of Education who require clinical field experience in various disciplines to complete their professional preparation and development.
- B. The School District, in support and enhancement of the educational programs of the University, is willing and qualified to provide a practical setting at its facilities for University students to participate in activities designed to enhance their educational experience, commonly referenced as a clinical field placement (the “Internship”).
- C. The educational programs of the University will be enhanced through its relationship with the School District and its cooperative efforts.
- D. The School District will benefit through the skills and efforts of University student(s) during the internship period.

THEREFORE, in consideration of the foregoing, the Parties agree as follows:

1. Term of Agreement. The term of this Agreement shall commence upon the Effective Date and continue until terminated by either Party pursuant to provision 14 of this Agreement (“Term”).
2. Student Participation and Assignment. The University shall determine, in its sole discretion, which of its enrolled students are eligible to participate in the Internship. The University shall assign an eligible student(s) for an Internship at the School District. The student is required to provide forty (40) hours of Internship participation at the School District each week during the Internship period. The student assignment schedule shall be set by the School District, in consultation with the student and may be modified by mutual agreement of the School District, the student and the University without formal amendment to this Agreement.

3. Right to Refuse. The School District shall have the right to refuse to accept any student(s) assigned to the School District by notifying the University, in writing, within thirty (30) days of said assignment.
4. Educational Plan. The School District shall allow the student to participate in various activities during the Internship, including but not limited to those activities that will further the educational goals of the student. The objective of the Internship is for the student to have practical exposure to the course work completed at the University.
5. Educational Program. The University shall plan and administer the educational program for its students and be responsible for the enrollment of its students in University courses, including the Internship.
6. University Student Records. The University shall maintain all student educational records relating to the University's educational programs during the Internship.
7. Student Supervision and Evaluation. The School District shall ensure that its qualified employees supervise the students in the performance of their duties during the Internship and shall evaluate the student(s) performance monthly, using a standard evaluation form provided by the University. The University shall provide a person to serve as its Internship Coordinator to oversee its education program and coordinate program activities with the School District.
8. Video Streaming or Recording for University Student Evaluations. The University may video stream or record student interns teaching a class for evaluation purposes only. If the stream or recording will contain footage of School District students, the University will provide a parental consent form to the School District for distribution to School District students' parents or guardians. School District students without signed parental consent forms will not be included in the stream or recording. Because the University is creating this video stream or recording, said video stream or recording is not a School District student record. However, if the Department of Education deems such video stream or recording a confidential student record, the University will maintain said student record in compliance with the Family Educational Rights and Privacy Act ("FERPA") and all other state and federal laws relating to the confidentiality of k-12 student records. For the above-mentioned limited purpose, the School District deems the University a school official with a legitimate educational interest in accessing said student record information. Other than video streaming or recording for UF Student Intern evaluation purposes, no information from School District student records shall be disclosed to the University.
9. Student Use of School District Facility. The School District shall permit the students to use its facilities and amenities, including but not limited to office/work space, cafeteria, restrooms and parking on the same basis utilized by its employees.
10. School District Background Checks. The University shall inform Students that pursuant to Florida Statute 1012.32(2), or other applicable Florida statutes, the Students must complete a

Level 2 (state and national/FBI) background check at their own expense. Fingerprinting must be done as directed by the School District. The School District is responsible for clearing Students based upon School District's guidelines for clearing other interns prior to the Students entering any classroom in the or otherwise having direct contact with students of the School District. University does not perform background checks on students

11. Notification of School District Requirements. The School District shall notify the University, in writing, of any School District specific Internship requirements and/or rules prior to student placement. Upon notification by the School District, the University shall notify the student(s) of any School District specific Internship requirement(s) as a condition of their participation, including but not limited to background checks, participation agreements required vaccinations. The University shall notify the student(s) of any School District specific rules or policies provided by the School District to the University, and the student's obligation to follow said rules and policies in order to successfully complete the Internship.
12. Student Conduct. University students are not employees or agents of the University. Accordingly, the University is not responsible for the conduct of its students during the Internship.
 - a. During the Internship, students are required to follow the University's Student Code of Conduct, a University regulation relating to student conduct and academic honesty. If a student's conduct rises to the level of violation of the University's Student Code of Conduct, the School District agrees to promptly notify the University in writing.
 - b. The University shall honor any request by the School District to remove a student from the Internship whose conduct or performance is not, in the School District's opinion, professionally acceptable.
13. Safety and Security Information. The School District will provide the student with information regarding any known risk or safety issue surrounding the student's Internship environment, extending to parking areas, transportation and path of travel. In addition, the School District will provide the student with applicable safety protocols and training necessary for their safe and successful participation in the Internship.
14. Termination. This Agreement may be terminated by either Party with or without cause upon thirty (30) calendar day's written notice to the other party of its desire to terminate this Agreement. Notwithstanding any such termination, all Students already enrolled in and participating in education experiences at School District on the effective date of termination shall be given a period of time not to exceed six (6) months in which to complete their education experiences at School District.
15. Liability. Each Party assumes any and all risks of personal injury and property damage attributable to the negligent acts or omissions of their respective officers, employees, servants, and agents thereof while acting within the scope of their employment. The

University and the School District further agree that nothing contained herein shall be construed or interpreted as (1) denying to either Party any remedy or defense available to such Party under the laws of the State of Florida; (2) the consent of either Party or its officers, employees, servants, agents and agencies to be sued; and (3) a waiver of sovereign immunity by either Party beyond the limited waiver provided in section 768.28, Florida Statutes.

16. Insurance.

a. University. The University, as a public body corporate, participates in the State of Florida's Risk Management Trust Fund for purposes of general liability, workers' compensation, and employer's liability insurance coverage, with said coverage being applicable to University's officers, employees, servants, and agents while acting within the scope of their employment or agency.

Students are not officers, employees, servants or agents of the University and are not covered under the University's insurance.

b. School District. The School District, as a public body corporate, is self-insured up to the limits of its liability pursuant to F.S. 768.28, for purposes of general liability, workers' compensation, and employer's liability insurance coverage, with said coverage being applicable to School District's officers, employees, servants, and agents while acting within the scope of their employment or agency. **Students are not officers, employees, servants or agents of the School District and are not covered under the School district's insurance.**

17. Professional Liability Insurance. The District shall include student interns under its liability program to the same extent accorded to certified teachers employed by the District and shall notify the student electronically or in writing of the availability of said educator liability insurance under section 1012.75, Florida Statutes. In accordance with section 1012.39(3), Florida Statutes, the University and the District may not require a student enrolled in a state-approved teacher preparation program to purchase liability insurance as a condition of participation in any clinical field experience or related activity on the premises of an elementary or secondary school.

18. Non-Discrimination Policy. The Parties agree that in fulfilling their obligations under this Agreement, no person shall be subjected to discrimination based on age, race, color, disability, gender identity, gender expression, marital status, national origin, creed, religion, sex, sexual orientation, political opinions or affiliations, genetic information or veteran status.

19. Compliance with Law. The Parties agree to comply with all applicable state and federal laws and regulations, including but not limited to antidiscrimination laws such as the Americans with Disabilities Act and its amendments. The School District further agrees that it shall be solely responsible for ensuring the Internship, including facilities and equipment, are accessible to student with disabilities.

20. Public Records. This Agreement is and any other documents made or received by the University in connection with this Agreement are public records, which must be made available to the public upon request in accordance with Chapter 119, Florida Statutes, unless otherwise deemed confidential and/or exempt from disclosure.
21. Representatives. The following Party Representatives are the primary point of contact for the Internship and are designated as follows:

a. University: Rebecca Kidwell, Field Experience Coordinator,
College of Education, 1002 Norman Hall, PO Box 117042, Gainesville, FL
32611-7042, rkidwell@coe.ufl.edu, (352) 273-4376

b. School District: Jennifer Shepard, Supervisor, Professional Learning,
School Board of Clay County, Florida, 900 Walnut Street, Green Cove Springs,
Florida 32043, Jennifer.shepard@myoneclay.net

In the event that different representatives are designated by either Party after execution of this Agreement, the name and contact information of the new representatives shall be furnished in writing to the other Party.

22. Notices. All notices required or permitted pursuant to this Agreement shall be in writing and sent via email to the Party Representatives listed in provision 21.
23. Governing Law and Venue. This Agreement shall be interpreted and construed in accordance with and governed by the laws of the State of Florida. Any litigation between Parties shall be commenced and maintained exclusively in state courts in and for Clay County, Florida.
24. Entire Agreement. This document incorporates and includes all prior negotiations, correspondence, conversations, agreements and understandings applicable to the matters contained herein and the Parties agree that there are no commitments, agreements or understandings concerning the subject matter of this Agreement that are not contained in this document. Accordingly, the Parties agree that no deviation from the terms hereof shall be predicated upon any prior representations or agreements, whether oral or written.
25. Binding Effect. This Agreement shall be binding upon and inure to the benefit of the Parties hereto and their respective successors and assigns.
26. Amendments. No modification, amendment, or alteration in the terms or conditions contained herein shall be effective unless contained in a written document prepared with the same or similar formality as this Agreement and executed by each Party hereto.
27. Severability. This Agreement is severable such that should any provision of this Agreement be or become invalid or unenforceable, the remaining provisions shall continue in full effect.
28. Waiver. The Parties agree that each requirement, duty and obligation set forth herein is

substantial and important to the formation of this Agreement and, therefore, is a material term hereof. Any Party's failure to enforce any provision of this Agreement shall not be deemed a waiver of such provision or modification of this Agreement. A waiver of any breach of a provision of this Agreement shall not be deemed a waiver of any subsequent breach and shall not be construed to be a modification of the terms of this Agreement.

29. Assignment. This Agreement shall inure to the benefit of and be binding upon the Parties hereto, their respective heirs, executors, administrators, successors, and assigns; however, no Party may assign any of its rights or responsibilities under this Agreement without the prior written consent of the other Party.
30. Independent Contractor. Nothing contained in this Agreement shall be construed as creating a joint venture, partnership, or agency relationship between the parties. Neither shall be bound by the acts or conduct of the other.
31. Counterparts. This Agreement may be executed in counterparts. The signature page of this Agreement may be delivered by facsimile or other electronic transmission and the signatures thereon shall be deemed effective upon receipt by the intended receiving Party.

IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized officers to execute and deliver this Agreement as of the date first above written.

FOR: THE SCHOOL BOARD OF CLAY
COUNTY, FLORIDA

FOR: THE UNIVERSITY OF FLORIDA
BOARD OF TRUSTEES:

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Approved By: _____

Recommended By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

School Board of Clay County

February 3, 2022 - Regular School Board Meeting

Title

C9 - Proclamation #22-10 for National School Counseling Week

Description

National School Counseling Week 2022, "Better Together" will be celebrated from February 7-11, 2022, to focus public attention on the unique contribution of school counselors within U.S. school systems. This week highlights the tremendous impact schools counselors can have in helping students achieve school success and plan for a career.

Gap Analysis

The resolution will promote and highlight School Counselors in the School Board of Clay County District.

Previous Outcomes

The citizens of Clay County recognized and appreciated the contributions of School Counselors.

Expected Outcomes

The citizens of Clay County will recognize National School Counseling Week and reinforce their understanding of school counselors' contributions to students' academic and mental health.

Strategic Plan Goal

To illustrate and support school counselors' role in developing academically and emotionally healthy leaders of tomorrow through improved equity and access to all students.

Recommendation

Approve Proclamation

Contact

Laura Fogarty, Director of Climate and Culture, laura.fogarty@myoneclay.net, 904-336-6513

Financial Impact

0

Review Comments

Attachments

📎 [2022 National School Counseling Week.docx.pdf](#)

SCHOOL BOARD OF CLAY COUNTY, FLORIDA

PROCLAMATION # 22-10



WHEREAS, school counselors are employed in public and private schools to help students reach their full potential; and

WHEREAS, school counselors are actively committed to helping students explore their abilities, strengths, interests and talents as these traits relate to career awareness and development; and

WHEREAS, school counselors help parents focus on ways to further the educational, personal and social growth of their children; and

WHEREAS, school counselors work with teachers and other educators to help students explore their potential and set realistic goals for themselves; and

WHEREAS, school counselors seek to identify and utilize community resources that can enhance and complement comprehensive school counseling programs and help students become productive members of society; and

WHEREAS, comprehensive developmental school counseling programs are considered an integral part of the educational process that enables all students to achieve success in school.

NOW, THEREFORE, BE IT RESOLVED, that the School Board of Clay County, Florida, does hereby proclaim February 7-11, 2022, as National School Counseling Week.

Duly adopted and approved by the School Board of Clay County, Florida, this 3rd day of February, 2022.

ATTEST:

David Broskie
Superintendent of Schools
Clay County, Florida

Mary Bolla, School Board Chair

School Board of Clay County

February 3, 2022 - Regular School Board Meeting

Title

C10 - Dental Agreement with Baker County Health Department

Description

Baker County Department of Health has had previous partnerships with Clay County District Schools and has always provided outstanding care to students in need. This agreement between the Clay County District Schools and the Florida Department of Health Baker County will provide a mobile dental van that will begin services Wilkinson Elementary and Wilkinson Junior High for the remainder of this school year and circulate through additional CCDS schools in the 2022-2023 school year.

Gap Analysis

Compare current performance against potential.

Previous Outcomes

Upholding FS 381.0056 to provide health services.

Expected Outcomes

To provide dental services for students in Clay County.

Strategic Plan Goal

Approve 2021-2024 School-Based Sealant Program.

Recommendation

Approve as submitted.

Contact

Laura Fogarty, Director Climate & Culture (904)336-6513 laura.fogarty@myoneclay.net

Kristin Riebe, Coordinator of Nursing Services (904)336-6884 kristin.riebe@myoneclay.net

Financial Impact

N/A

Review Comments

Attachments

📎 [220067 FL Dept of Health Baker Co.pdf](#)

FOLLOW ALL PROCEDURES ON BACK OF THIS FORM

Contract # **220067**
Number Assigned by Purchasing Dept.



CONTRACT REVIEW

BOARD MEETING DATE:

01-06-2022

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: **November 25, 2021**
Name of Contract Initiator: **Kristin Rieba** Telephone #: **904-336-6884**
School/Dept Submitting Contract: **Climate & Culture** Cost Center # **9004**
Vendor Name: **Florida Department of Health Baker County**
Contract Title: **MOU**
Contract Type: ☒ New ☐ Renewal ☐ Amendment ☐ Extension ☐ Previous Year Contract # **190053**
Contract Term: **3 years 12-2021+006-2024** Renewal Option(s):
Contract Cost: **N/A**

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

Funding Source: Budget Line #

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
NOV 29 2021
PURCHASING

RECEIVED
12/3/2021
SBAO

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

CONTRACT REVIEWED BY:	COMMENTS BELOW BY REVIEWING DEPARTMENT
Purchasing Department B78	No Cost, Same as Contract 190053 that expired 6/2021
Review Date 12/1/2021	
School Board Attorney ab	
Review Date 12/14/21	
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 12-15-21

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
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

MEMORANDUM OF UNDERSTANDING
between the
Florida Department of Health Baker
County and
Clay County School District

This Memorandum of Understanding is entered between the Florida Department of Health, Baker County Health Department, hereinafter referred to as "FDOH, Baker County", and Clay County School District, hereinafter referred to as "School District," to provide a school-based sealant program to students in Clay County public schools.

The purpose of the School-Based Sealant Program is to reduce the incidence of dental disease by providing an effective prevention program. One of the most outstanding unmet needs in public health is that of dental services for the indigent school aged population. The Department of Health's Dental Program, in conjunction with Clay County Schools, will provide a school-based dental preventative program. This program provides: dental assessments, dental examinations, prophylaxis (dental cleaning), sealants, fluoride varnish, oral hygiene instructions, and referral to dental office for restorative care as needed.

RIGHTS AND RESPONSIBILITIES

I. School District agrees:

- A. To distribute dental consent forms and information provided by FDOH, Baker County and attached hereto as **Attachment I**, to parents of students in the participating Clay County Schools.
- B. To provide a location on each school campus for portable dental equipment set-up.
- C. To work with FDOH, Baker County staff to coordinate schedules of clinic times for FDOH, Baker County to provide a school-based preventative program to students in Clay County.

II. FDOH, Baker County agrees:

- A. To provide dental services for eligible students that return a form with positive consent.
- B. To provide a report indicating what services were provided and the need for any further dental treatment, which shall be sent home with each child.
- C. Dental preventative services will be rendered via portable dental equipment at participating Clay County public schools.
- D. The FDOH, Baker County will be responsible for billing the appropriate agency for reimbursement for services rendered.

III. Both parties agree:

- A. The term for this agreement will be for three (3) years with a beginning date of December 1, 2021 and ending June 30, 2024.
- B. That no relationship of employer/employee, principal, agent, or other association shall be created by this agreement between the parties or their directors, officers, agents or employees. The parties agree that they will never act or represent that they are acting as an agent of the other, or incur any obligation on the part of the other party.
- C. That each party shall be responsible for the liabilities of their respective agents, servants and employees, to the extent legally permissible to either party. FDOH, Baker County will provide School District with a State of Florida Department of Financial Services, Division of Risk Management Trust Fund certificate or certificates of insurance evidencing General Liability Coverage pursuant to Chapter 284, Part II, Section 768.28, Florida Statutes, and any rules promulgated thereunder, with limits of not less than \$200,000 for a claim or a judgment by any one person or a limit of not less than \$300,000 for any claim or judgment. Compliance with the requirements of this paragraph shall not relieve FDOH, Baker County of its liability and obligations under this Agreement and attached hereto as **Attachment II**. Nothing herein is intended to serve as a waiver of sovereign immunity by any party to whom sovereign immunity may be applicable. The exclusive remedy for injury or damage resulting from such acts or omissions of FDOH, Baker County's agents, servants and employees is an action against the State of Florida. Nothing herein shall be construed to be consent to be sued by any third party.
- D. The parties shall maintain confidentiality of all protected health information, including client records, related to the services provided pursuant to this Agreement, in compliance with all applicable state and federal laws, rules and regulations. The parties agree to comply with the Health Insurance Portability and Accountability Act (HIPAA) and any current and future regulations promulgated thereunder, including 45 C.F.R. Parts 160, 162 and 164.
- E. Either party may terminate this agreement without cause upon thirty (30) days written notice, delivered to the other party by certified mail, return receipt requested, or by hand with proof of delivery.
- F. In the event funds to finance this project become unavailable, FDOH, Baker County may terminate this agreement upon no less than twenty-four (24) hours' notice in writing to the Clay County School District. Said notice shall be delivered by certified mail, return receipt requested, or in person with proof of delivery. FDOH, Baker County shall be the final authority as to the availability of funds.

The contact persons for each party are as follows:

Clay County School District
Kristin Riebe
23 South Green Street
Green Cove Springs, FL 32043
904-336-6874

Florida Department of Health
Patricia D. Lyons, Dental Program Manager
480 West Lowder Street
Macclenny, FL 32063
904-653-5284

IN WITNESS, THEREOF, the parties hereto have caused this contract to be executed by their undersigned officials as duly authorized.

Clay County School District

Florida Department of Health

David Broskie, Superintendent

Meaghan Crowley, Administrator

Date

Date

Attachment 1
Baker C.A.R.E.S.
(County Alliances Rendering Excellent Services)
School Based Preventative Oral Health Program

Dear Parent/Legal Guardian:

A Preventative Oral Health Program will be provided for your child at his/her school. The goal of this program is to teach each child how to properly clean his/her teeth, provide dental cleanings, fluoride treatments, and place protective sealants, if needed. Dental sealants are tooth-colored protective coatings on the chewing surfaces of healthy adult molars (back teeth).

Permission is required from one parent or the legal guardian before your child can take part in this program. If your permission is granted, your child will receive an exam, cleaning, dental sealants (if needed) and fluoride varnish. Students who are on Medicaid are eligible for this program.

A licensed dentist or licensed dental hygienist from the Florida Department of Health – Baker County will provide an assessment of your child's teeth. **Your child will not be given any sedatives, shots, medications or x-rays.** If your child has cavities, he/she will be given a letter of referral to the dental office in Baker County or you can contact your family dentist. After your child is seen, a letter will be sent home describing what was done and what follow-up care is needed.

If you would like your child to receive these services, you must:

Complete, sign, and return ALL of the attached forms to your child's homeroom teacher.

Feel free to contact our dental office if you have any questions.

**Florida Department of Health in Baker County
Dental Program
480 West Lowder Street
Macclenny FL 32063
904-259-9815**

Attachment I

Baker C.A.R.E.S. (County Alliances Rendering Excellent Services)

Florida Department of Health School Based Dental Program

The Baker County Dental Program is looking forward to coming to your child's community. The FDOH - Baker County, in cooperation with your local Health Department and School Board, will provide dental services to children. Services provided: dental exams, cleanings, fluoride treatments, and sealants. Parents who wish to have their children participate should sign the permission slip below and fill out the medical history packet and other forms attached. Please return all papers to your school nurse.

PLEASE NOTE: Your child will not be seen for a dental visit until the packet is received and eligibility is verified. Please fill out the packet LEGIBLY and NEATLY. **BE SURE TO SIGN ALL PAGES AND DO NOT LEAVE ANY BLANK SPACES or QUESTIONS UNANSWERED;** this will delay your child's care while papers are being returned to you for completion.

******RETURN IMMEDIATELY – DENTAL SERVICES ARE LIMITED******

Not all eligible children will be served due to limitations in the number of available slots. We will attempt to provide as much care as our time and resources allow.

If you have any questions, please feel free to contact our office 904-259-9815. Your school nurse can provide you with additional information as well.

Please circle which type of insurance your child has:

Circle your child's insurance : Medicaid Number _____, Florida Healthy Kids, CMS, None

I give my permission for my child _____, (legal name)

Date of Birth _____, SS# _____,

Mailing Address _____,

Phone number (daytime) () _____, Ethnicity Hispanic, Non-Hispanic, Other

Name of school child attends _____ Grade _____,

Teacher _____, to participate in the Florida Department of

Health – Baker County Dental Program.

I give permission for my child to receive dental treatment which includes examinations, cleanings and sealants that the dentist feels are appropriate.

Parent or Guardian Signature

Date

Printed Name (same as above)

Attachment II



DEPARTMENT OF FINANCIAL SERVICES
Division of Risk Management

**STATE RISK MANAGEMENT
TRUST FUND**

Policy Number: GL-8300

General Liability
Certificate of Coverage

Name Insured: Department of Health

General Liability Coverage provided pursuant to Chapter 284, Part II, Section 768.28, Florida Statutes, and any rules promulgated thereunder.

Coverage Limits:

General Liability: \$200,000.00 each person
\$300,000.00 each occurrence

Inception Date: July 1, 2021

Expiration Date: July 1, 2022

School Board of Clay County

February 3, 2022 - Regular School Board Meeting

Title

C11 - Updated 2020-2022 School Health Services Plan

Description

FS 381.0056 requires each local Department of Health to develop, jointly with the school district, a school health plan that outlines the provisions and responsibilities to provide mandated health services in all public schools. This is an addendum to the previously approved 2020 - 2022 School Health Services Plan. This addendum includes the addition of policies and procedures to comply with Florida Statute 1014.06 requiring nurses to have parental written consent to care for students in health rooms in accordance with the implementation of the Parent's Bill of Rights (Part 1, Requirement Reference #35 and #36).

Gap Analysis

Compare current performance against potential.

Previous Outcomes

Upholding FS 381.0056 to provide health services.

Expected Outcomes

To provide clear responsibilities for mandated health services.

Strategic Plan Goal

Approve updated 2020-2022 School Health Services Plan as submitted.

Recommendation

Approve as submitted.

Contact

Laura Fogarty Director of Climate & Culture (904)336-6513, laura.fogarty@myoneclay.net

Kristin Riebe Coordinator of Nursing Services (904)336-6884, kristin.riebe@myoneclay.net

Financial Impact

N/A

Review Comments**Attachments**

📎 [220076 DOH Clay Co \(1\).pdf](#)

FOLLOW ALL PROCEDURES ON BACK OF THIS FORM

Contract # 220076
Number Assigned by Purchasing Dept.



CONTRACT REVIEW

BOARD MEETING DATE:

as soon as possible
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: 12-13-21
Name of Contract Initiator: Kristin Riebe Telephone #: 904-336-6884
School/Dept Submitting Contract: Climate & Culture Cost Center # 7004
Vendor Name: DOH-Clay
Contract Title: 2020-2022 School Health Services Plan
Contract Type: New ☐ Renewal ☐ Amendment ☒ Extension ☐ Previous Year Contract #
Contract Term: NA Renewal Option(s):
Contract Cost: N/A

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

Funding Source: Budget Line # _____
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
DEC 13 2021
PURCHASING

RECEIVED
12/15/21
SBAO

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

CONTRACT REVIEWED BY:	COMMENTS BELOW BY REVIEWING DEPARTMENT
Purchasing Department <u>B78</u>	<u>NO Cost</u>
Review Date <u>12/15/21</u>	
School Board Attorney <u>JB</u>	
Review Date <u>1-3-22</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 <u>[Signature]</u> DATE: <u>1-5-22</u>



Mission: *To protect, promote & improve the health of all people in Florida through integrated state, county, and community efforts.*

**2020 – 2022 School Health Services Plan
for
Clay County**

Due by December 31, 2021

E-mail Plan as an Attachment to:

HSF.SH_Feedback@flhealth.gov and County School Health Liaison

2020 - 2022 School Health Services Plan Signature Page

Please ensure that this signature page is signed by the parties below, scanned and sent via email to hsf.sh_feedback@flhealth.gov and your county school health liaison.

My signature below indicates I have reviewed and approved the Clay County 2020 - 2022 School Health Services Plan..

Position	Name and Signature		Date
	Printed Name	Signature	Date
County Health Department Administrator/Director	Heather Huffman, MS, RDN, LD/N, IBCLC		
County Health Department Nursing Director	Cynthia Jackman, MN, RN		
County Health Department School Health Coordinator	Jacqueline Copeland, BSN, RN, NCSN		
School Board Chairperson	Mary Bolla, MALS, MEd		
School District Superintendent	Superintendent David S. Broskie, MS		
School District School Health Coordinator	Kristin Riebe, BAS, RN		
School Health Advisory Committee Chairperson	Stephanie Geoghagan		
	Donna Wethington, MEd, CPP, CIC		

Public/Private Partner Provider of School Health Services	Printed Name	Signature	Date
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SUMMARY – SCHOOL HEALTH SERVICES PLAN 2020-2022 Amendment

Statutory Authority: Section 381.0056, Florida Statute (F.S.) requires each local county health department (CHD) to develop, jointly with the school district and school health advisory committee, a School Health Services Plan (referred herein as the "Plan") that outlines the provisions and responsibilities to provide mandated health services in all public schools. Florida Administrative Code Rule 64F-6.002 (F.A.C.) requires the plan to be completed biennially.

The Plan format is arranged in 3 parts relating to the services provided and funding streams, as follows:

- Part I: Basic School Health Services - General school health services which are available to all students in Florida's public and participating non-public schools in all 67 school districts.
- Part II: Comprehensive School Health Services – include increased services in section 381.0057, Florida Statutes, for student health management, interventions and classes. These services promote student health; reduce high-risk behaviors and their consequences (substance abuse, unintentional/ intentional injuries, and sexually transmitted diseases); provide pregnancy prevention classes and interventions; and provide support services to promote return to school after giving birth.
- Part III: Health Services for Full Service Schools (FSS) – Includes basic school health services and additional specialized services that integrate education, medical, social and/or human services such as nutrition services, basic medical services, aid to dependent children (temporary assistance for needy families (TANF)), parenting skills, counseling for abused children, counseling for children at high risk for delinquent behavior and their parent/guardian and adult education to meet the needs of the high-risk student population and their families. These services are required of schools as defined in section 402.3026, Florida Statutes.

The Plan contains 4 columns, as follows:

- Column 1 –Requirements and References. This column includes Florida Statutes, Florida Administrative Codes and references demonstrating best practices related to school health.
- Column 2 – Program Standards. This column provides specific requirements related to the statutes, administrative code and references listed in Column 1.
- Column 3 – Local Agency(s) Responsible. The local agencies (CHD, Educational Agency (LEA), and School Health Advisory Committee (SHAC)) determine the responsibilities for providing the services described columns 1 and 2.

- Column 4 – Local Implementation Strategy & Activities. This column describes the implementation strategies and activities to fulfill requirements in columns 1 and 2.

Plan Submission:

- If the plan signature page has not been signed by all parties on or before December 31, 2021, you may submit the plan at that time and submit the scanned signature page as a PDF file when it is fully signed.

PART I: BASIC SCHOOL HEALTH SERVICES			
Requirements/References	Program Standards	Local Agency(s) Responsible	Local Implementation Strategy & Activities
1. School Health Services Plan; Basic School Health Services; Comprehensive School Health Services and Full Service Schools: School Health Services Act: s. 381.0056, F.S.; Chapter 64F-6.002, F.A.C.; Florida Nurse Practice Act: Chapter 464 Nursing Technical Assistance Guidelines - The Role of the Professional School Nurse in the Delegation of Care in Florida Schools (Rev. 2010); ss. 381.0057, F.S., 402.3026, F.S.	<p>1a. Each local school health services plan shall be completed biennially and approved and signed by, at a minimum, the superintendent of schools, the school board chairperson, and the local CHD medical director/administrator.</p> <p>1b. The local school health services plan shall be reviewed each year for the purpose of updating the plan. Amendments shall be signed by the school district superintendent and the county health department medical director/administrator and forwarded to the School Health Services Program office.</p> <p>1c. The local school health services plan shall describe employing or contracting for all health-related staff and the supervision of all school health services personnel regardless of the funding source.</p>	CHD, LEA	<p>School Health Services Plan is reviewed and completed biennially, at a minimum by the CHD and LEA. All designated parties listed sign, as required.</p> <p>The plan is updated by March 1st and reviewed yearly by both parties. It is finalized by August 1st and ready for signatures for the following school year. CHD will submit the School Health Services Plan to the School Program Office in Tallahassee by September 15, of the year it is due.</p> <p>CHD employs all CHD staff which includes 4 CHD RNs and 1 RN School Health Coordinator. LEA employs all school health staff including School Health Room Nurses (RN or LPN), Health Aides (UAPs), 2 ESE Nurses and District Wide Coordinator of Nursing Services.</p>

	<p>1d. Each local CHD uses annual Schedule C funding allocation to provide school health services pursuant to the School Health Services Act and the requirements of the Schedule C Scope of Work.</p> <p>1e. The local CHD and local LEA shall each designate one person, RN recommended, to be responsible for the coordination of planning, development, implementation and evaluation of the program. These individuals should collaborate throughout the school year to assure program compliance and to plan and assess the delivery of program services.</p> <p>1f. Protocols for supervision of school health services personnel shall be described in the local school health services plan to assure that such services are provided in accordance with statutory and regulatory requirements and professional standards and are consistent with the Nurse Practice Act.</p>	CHD	<p>Schedule C Funds – SCHGR, SCHSP, are used for the provision of basic school health services at all schools, as well as at schools designated as full-service schools and comprehensive schools.</p> <p>CHD-Jacqueline Copeland, BSN, RN, NCSN LEA-Kristin Riebe, BAS, RN CHD and LEA communicate regularly, by phone and email, as needed. School Health Services Program meetings are scheduled regularly, throughout the year.</p>
		CHD, LEA	<p>Direct supervision of school district personnel who perform school health services is the principals' responsibility. LEA supervises Clay County School District (CCSD) employees, except in charter schools. LEA has district wide Coordinator of Nursing Services (RN) to supervise the LPN and unlicensed assistive personnel-UAP. LEA RN will also delegate care to the UAP, when appropriate, except in charter schools. LEA will develop care plans and perform child specific training in schools without an RN, except in charter schools. The CHD is responsible for the supervision of all the CHD personnel. The CHD provides program oversight of the school health program and is available for consultative and support services for school district personnel. Support services shall be defined as periodic school visits by CHD nurses monitoring, and assisting school personnel to identify the physical, social, and emotional needs of students. CHD provides oversight of school health services and performs</p>

	<p>1g. Decisions regarding medical protocols or standing orders in the delivery of school health services are the responsibility of the local CHD medical director in conjunction with district school boards, local school health advisory committees, the school district medical consultant if employed or the student's private physician.</p>	CHD, LEA	<p>annual School Health Services Program reviews. LEA completes Process Improvement Plan for any deficiencies noted in the reviews. Charter schools will need to provide their own RN for school health services or enter into a contractual agreement with CHD for fee for service.</p>
		CHD, LEA	<p>The CHD provides guidelines in the School Health Services Manual (SHSM) for the delivery of School Health Services Program under the direction of a CHD medical director. The SHSM is reviewed annually and updated every 2 years. The school board approves the SHSM by July 1st for the following school year. District policy related to health is in the Student & Family Handbook and Code of Student Conduct and is approved by the school board. Individual student medical needs are addressed in the Medical Management Plan and is written by the student's own health care provider. LEA updates all required forms for the School Health Services Program, on an annual basis and/or, as needed. The CHD provides consultative support, as needed. The LEA informs the CHD of any changes to the forms. All forms that include the CHD logo are approved by the CHD before distribution.</p>
	<p>1h. Establish procedures for health services reporting in Health Management System (HMS) and the annual report, to include services provided by all partners.</p>	CHD, LEA	<p>LEA submits data for reporting into HMS (by the 5th of the month), as indicated and mutually agreed upon by CHD and LEA in the Memorandum of Agreement, which is signed yearly. CHD inputs data into HMS, as indicated in Scope of Work, as received from central office.</p>

	1i. Each School Health Advisory Committee (SHAC) should include members representing the eight components of the Centers for Disease Control and Prevention's Coordinated School Health (CSH) model. The SHAC is encouraged to address the eight CSH components in the school district's wellness policy.	CHD, LEA	SHAC redesign was implemented in SY 2017-2018 and members were recruited to include the 10 components of the Whole School, Whole Community, Whole Child (WSCC) model, expanding upon the Coordinated School Health (CSH) model. SHAC was renamed School Health Wellness Advisory Council (SHWAC) to include the Wellness component. The LEA is the lead of SHWAC. Bylaws were created by the Council.
2. Health Appraisal s. 381.0056(4)(a)(1), F.S.	2a. Determine the health status of students.	LEA	Student records are reviewed by the LEA and students with medical conditions are referred to the nurse for further inquiry and evaluation with the parent and/or healthcare provider. Daily health needs of students are met by (LEA) school health room personnel in the health rooms. Charter schools will need to provide their own RN for school health services or enter into a contractual agreement with CHD for fee for service.
3. Records Review s. 381.0056(4)(a)(2), F.S. s. 1003.22(1)(4) F.S.; Chapters: 64F-6.005(1), F.A.C., 64F-6.004(1)(a), F.A.C.	3a. Perform initial school entry review of student health records, to include school entry physical, immunization status, cumulative health record, emergency information, school health screenings and student-specific health related documents.	CHD, LEA	Student health records are reviewed by LEA personnel (i.e. administration, registrars and/or nurse) for initial school entry requirements. CHD performs yearly record audits at each school, as part of their oversight activities. CHD performs additional audits, as schools are visited and as needed. CHD communicates the school health entry requirements and the outcomes of the reviews with administration and principals.
	3b. Emergency information card/form for each student shall be updated each year.	CHD, LEA	Student health records are reviewed by LEA personnel (i.e. administration, registrars and/or nurse) for initial school health entry requirements. LEA obtains

			an emergency information card for the current school year, on each student, and it is accessible to the health room staff by September 30 th . CHD performs record audits at each school, as part of their oversight activities to ensure each student has an emergency card on file, that is updated yearly. These audits are quarterly, at a minimum. CHD may perform additional in-person or virtual audits, as needed.
4. Nurse Assessment s. 381.0056(4)(a)(3), F.S.; Chapters: 64F-6.001(6), F.A.C., 6A-6.0253, F.A.C., 6A-6.0252, F.A.C., 6A-6.0251, F.A.C.	4a. Perform nursing (RN) assessment of student health needs.	CHD, LEA	LEA completes record reviews for health needs. These reviews are completed by registrar and health room personnel. CHD reviews records during annual School Health Services Program reviews to ensure school health entry requirements are met.
	4b. For day-to-day and emergency care of students with chronic and/or complex health conditions at school, the RN develops an individualized healthcare plan (IHP) and Emergency Care Plan (ECP).	LEA	Periodic health needs assessed by LEA health room personnel through MMP (Medical Management Plan), students' daily visits and parental input. IHPs and Emergency Action Plans (EAPs) created by LEA RNs, ESE RNs or LEA RN Coordinator of Nursing Services in schools staffed by an LPN or UAP. Charter schools will need to provide their own RN for school health services or enter into a contractual agreement with CHD for fee for service.
5. Nutrition Assessment s. 381.0056(4)(a)(4), F.S.; Florida School Health Administrative Resource Manual, 2017	5a. Identify students with nutrition related problems and refer to an appropriate healthcare provider.	CHD, LEA	Information regarding student nutrition is received by LEA from communication and collaboration with the parents and students. Emergency contact records are reviewed by LEA for chronic illnesses involving nutritional management such as diabetes, celiac disease, cystic fibrosis, peanut and/or other food allergies and other conditions. Special dietary health needs are coordinated by

			<p>the LEA with the districts nutritional services department. Height, weight and BMI screenings are conducted in 1st, 3rd and 6th grades by LEA. CHD assists with BMI screenings, as requested. LEA distributes the results of the BMI screenings to the parents with a letter (1st notification letter). CHD creates a letter (follow up letter, 2nd attempt to contact) to reach the parents/guardian of the students who did not pass the BMI screening, did not respond to initial letter and are assessed as underweight or obese. LEA distributes these letters to the parent/guardian.</p>
6. Preventive Dental Program s. 381.0056(4)(a)(5), F.S.	6a. Provide services such as oral health education, screenings and referrals, dental sealants, fluoride varnish and/or fluoride rinse as appropriate.	CHD, LEA	<p>LEA is partnering with DOH-Clay to provide Preventative Dental Sealant Program in all 13 Title-One schools. Services provided by the program include sealants on first and second molars, fluoride varnish, oral hygiene instruction, dental assessments by a dental hygienist. Services will expand to include dental prophylaxis beginning in school year 2020-21. LEA RNs complete dental assessments in Health Rooms, as needed. Due to COVID19, dental services in the schools have temporarily been on hold since SY 2020-2021. A determination will be made on how to proceed for SY 2021-2022.</p>
7. Health Counseling s. 381.0056(4)(a)(10), F.S.	7a. Provide health counseling as appropriate.	LEA	<p>Health counseling is provided by partnering qualified agency, as needed.</p>
8. Referral and Follow-up of Suspected and Confirmed Health Problems s. 381.0056(4)(a)(11), F.S.	8a. Provide referral and follow-up for abnormal health screenings, emergency health issues and acute or chronic health problems. Coordinate and link to community health resources.	CHD, LEA	<p>LEA completes a letter (1st notification), which is sent home with the mandated health screening results (as per F.S. for appropriate grades) including results for students that did not pass, with referral information for the parents/guardian. CHD performs one attempt to contact</p>

<p>9. Provisions for Screenings s. 381.0056(4)(a)(6-9), F.S.; Chapter 64F-6.003(1-4), F.A.C.</p>	<p>9a. Provide mandated screenings: (1) Vision screening shall be provided, at a minimum, to students in grades kindergarten, 1, 3 and 6 and students entering Florida schools for the first time in grades kindergarten – 5. (2) Hearing screening shall be provided, at a minimum, to students in grades kindergarten, 1 and 6; to students entering Florida schools for the first time in grades kindergarten – 5; and optionally to students in grade 3. (3) Growth and development screening shall be provided, at a minimum, to students in grades 1, 3 and 6 and optionally to students in grade 9. (4) Scoliosis screening shall be provided, at a minimum, to students in grade 6.</p>	<p>CHD, LEA</p>	<p>parents/guardian, by creating a letter, of any students who have been identified to have an abnormal screening, if the parents/guardians have not responded to the 1st notification letter. The letters (follow up letters, 2nd attempt to contact) are returned to the school for distribution. LEA provides CHD with initial and final follow-up list so that the letter (follow up letter / 2nd attempt to contact) can be created, and final outcomes can be recoded into the Health Management Program / HMS. Referral lists are utilized and updated at least yearly, to assist parents/guardians and nurses in coordinating services. LEA conducts multiple attempts to follow up, until the parents are contacted, for coordinating services for students with chronic health conditions and needs.</p>	<p>LEA conducts vision, hearing, growth and development, and scoliosis screenings for school age children and are coordinated by individual schools. LEA solicit potential volunteers from Health Occupations of America (HOSA) Program, school volunteers and community agencies. CHD assists with screenings, as requested and as available. LEA enters screening results and outcome of referrals into the designated school district database. Screening results and referrals are coded into Health Management System (HMS) by CHD. Charter schools will need to provide their own RN for school health services or enter into a contractual agreement with CHD for fee for service.</p>
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	<p>9b. Obtain parent/guardian permission in writing prior to any invasive screening, (e.g. comprehensive eye exam).</p> <p>9c. Refer students with abnormal screening results to service providers for additional evaluation and/or treatment (e.g. state contracted vision service providers).</p>	LEA	<p>Consent would be obtained in writing - before comprehensive screenings involving invasive screenings.</p> <p>Local and state contracted vision service providers are utilized for referral services. Providers include: Vision is Priceless, and Florida Heiken Children's Vision Program. Referral resource lists are utilized by the nurses to refer the families for services. Vision provider information is provided to school nurses at yearly School Health Services Program meeting and/or periodically throughout the year, as needed.</p>	
<p>10. Meeting Emergency Health Needs ss. 381.0056(4)(a)(10), F.S., 1006.165, F.S.; Chapter 64F-6.004(1), F.A.C.; Emergency Guidelines for Schools, 2019 Florida Edition</p>	<p>10a. Ensure written health emergency policies and protocols are maintained and include minimum provisions. Ensure that student emergency information forms/cards are updated annually and completed for each student listing contact person, family physician, allergies, significant health history and permission for emergency care.</p>	CHD, LEA	<p>Health Room policies, guidelines and procedures are updated yearly by CHD and LEA. Emergency Guidelines for Schools, 2019 Florida Edition is utilized in the health rooms, as well as the School Health Services Manual for local guidelines. LEA and CHD will follow evidence-based practices, as outlined in, "School Nursing A Comprehensive Text," (2020) except as noted in local guidelines, procedures or policy. Medical Emergency Plans are created yearly by each school and posted at required locations on each school campus. Clay County School District (CCSD) Safety Plan updated and distributed annually by LEA. LEA and CHD comply and utilize the School Health Administrative Resource Manual, (2021) for the administration of the School Health Services Program.</p>	
	<p>10b. Ensure health room staff and two additional staff in each school are currently certified in cardiopulmonary resuscitation (CPR) and first aid and a list is posted in key locations.</p>	CHD, LEA	<p>LEA requires Health Room Personnel have current CPR and First Aid certification. CPR and First Aid classes are provided yearly and as needed by LEA for school health personnel to</p>	

			maintain current certification. School employees that hold CPR and First Aid instructor certificates offer classes on planning days for school employees. Each school nurse sends out an annual letter to faculty to identify those school employees that hold current CPR and First Aid certifications. Medical Emergency Plan created yearly by each school and posted at required locations on each school campus. CHD audits this measure yearly, during the School Health Services Program reviews, to ensure compliance.
10c. Assist in the planning and training of staff responsible for emergency situations.	CHD, LEA		First Aid and CPR training is provided annually by LEA for health room personnel. LEA has a pool of American Red Cross certified instructors available, to train school personnel. LEA & CHD provides or coordinates emergency updates at the annual School Health Services Program meeting or at trainings throughout the year, as needed (i.e. Stop the Bleed Training provided SY 2019-2020).
10d. The school nurse shall monitor adequacy and expiration of first aid supplies, emergency equipment and facilities.	CHD, LEA		LEA health room personnel maintain first aid bags with adequate supplies. CHD performs annual School Health Services Program reviews assessing for expiration dates of student emergency medications and locations of Automatic External Defibrillators (AEDs). LEA school nurses perform quarterly maintenance checks on AEDs in the health room.
10e. The school principal (or designee) shall assure first aid supplies, emergency equipment, and facilities are maintained.	LEA		LEA health room personnel maintain first aid bags with adequate supplies. Each school replaces first aid supplies each summer before students arrive for the next school year.

	<p>10f. All injuries and episodes of sudden illness referred for emergency health treatment shall be documented and reported immediately to the principal or the person designated by the principal or the acting principal.</p> <p>10g. It is the responsibility of each school that is a member of the Florida High School Athletic Association to:</p> <ol style="list-style-type: none"> 1) have an operational automatic external defibrillator (AED), 2) ensure employees expected to use the AED obtain appropriate training, and 3) register the AEDs with the county emergency medical services director. 	LEA	<p>Injuries and illness documented in student data system or in Student Health Room Visit Record by health room personnel. Principal notification and accident reporting done by LEA, when indicated.</p> <p>A minimum of 2 AEDs is in each Jr. and Sr. High School, one is in the athletic department and the other is in the health room. Employees are offered training on AEDs annually. Individual school AED Maintenance Logs are completed quarterly by the school district and maintained by CCSD Department of Student Services. Location of AEDs are stated in the Emergency Crisis Plan, a plan that is available to emergency responders such as county emergency medical services director and Clay County Sheriff.</p>	<p>Injuries and illness documented in student data system or in Student Health Room Visit Record by health room personnel. Principal notification and accident reporting done by LEA, when indicated.</p> <p>A minimum of 2 AEDs is in each Jr. and Sr. High School, one is in the athletic department and the other is in the health room. Employees are offered training on AEDs annually. Individual school AED Maintenance Logs are completed quarterly by the school district and maintained by CCSD Department of Student Services. Location of AEDs are stated in the Emergency Crisis Plan, a plan that is available to emergency responders such as county emergency medical services director and Clay County Sheriff.</p>
<p>11. Assist in Health Education Curriculum s. 381.0056(4)(a)(13), F.S.</p>	<p>11a. Collaborate with schools, health staff and others in health education curriculum development.</p>	CHD, LEA	<p>CHD and LEA work collaboratively through SHWAC to review and recommend health curriculum. Health resources from CHD available upon request and as available. CHD may purchase supplies and educational materials for the School Health Services Program, as funding allows.</p>	<p>CHD and LEA work collaboratively through SHWAC to review and recommend health curriculum. Health resources from CHD available upon request and as available. CHD may purchase supplies and educational materials for the School Health Services Program, as funding allows.</p>
<p>12. Refer Student to Appropriate Health Treatment s. 381.0056(4)(a)(14), F.S.</p>	<p>12a. Use community or other available referral resources. Assist in locating referral sources for Medicaid eligible, uninsured and underinsured students.</p>	CHD, LEA	<p>Students and families referred, as needed. LEA Social workers and CHD provide yearly updated list of available community resources. Local provider agency, The Clay SafetyNet Alliance meets monthly to discuss community resources. The LEA and CHD has representation at these meetings to share the resources.</p>	<p>Students and families referred, as needed. LEA Social workers and CHD provide yearly updated list of available community resources. Local provider agency, The Clay SafetyNet Alliance meets monthly to discuss community resources. The LEA and CHD has representation at these meetings to share the resources.</p>

13. Consult with parent/guardian regarding student's health issues s. 381.0056(4)(a)(15), F.S.; Chapter 64F-6.001(1), F.A.C.	13a. Provide consultation with parent/guardian, students, staff and physicians regarding student health issues.	CHD, LEA	Forms available on CHD website and on LEA website and portal for communication of health needs between physician, parent and school staff. Care Planning meetings held, as needed, by LEA. LEA creates, reviews yearly and updates, as needed, a Clinic Nurse Guide for the health room staff. Charter schools will need to provide their own RN for school health services or enter into a contractual agreement with CHD for fee for service.
14. Maintain Health-Related Student Records ss. 381.0056(4)(a)(16), F.S., 1002.22, F.S.; Chapter 64F-6.005(1)(2), F.A.C.	14a. Maintain a cumulative health record for each student that includes required information.	CHD, LEA	Files maintained at each school in the students' cumulative record. Daily health room charting is entered in the student data system or on School Health Visit Record by school health room personnel. Records retained as per Record Retention Schedule and school district policy and guidelines. CHD audits school health entry records yearly, during School Health Services Program reviews, to ensure compliance.
15. Nonpublic School Participation ss. 381.0056(5)(a)(18), F.S., 381.0056(5)(a)-(g), F.S.	15a. Notification to the local nonpublic schools of the school health services program, allowing the nonpublic school to request participation in the school health services program provided they meet requirements.	CHD	Private schools notified by letter or email and invited yearly to participate. Private schools contact the CHD for specific needs. CHD invite private schools to request assistance with mandatory health screenings, as needed and Memorandums of Understanding are completed for those requesting the service.
16. Provision of Health Information for Exceptional Student Education (ESE) Program Placement s. 381.0056(4)(a)(17), F.S.; Chapters 6A-6.0331, F.A.C., 64F-6.006, F.A.C.	16a. Provide relevant health information for ESE staffing and planning.	LEA	LEA RNs present at Individualized Educational Plan (IEP) meetings to address health issues when requested. Information is updated, as needed. Vision and hearing screenings completed by LEA health room staff, upon request. LEA has 2 ESE District RN positions. Charter schools will need

			to provide their own RN for school health services or enter into a contractual agreement with CHD for fee for service.
<p>17. The district school board shall provide in-service health training for school personnel. s. 381.0056(6)(b), F.S.; Chapter 64F-6.002, F.A.C.</p>	<p>17a. /Ensure that district staff are provided with training to assist with the day-to-day and emergency health needs of students.</p>	CHD, LEA	<p>CHD provides orientation to all newly hired school health personnel that can take up to 4 hours. CHD and LEA coordinate annual School Health Services Program meeting & training and additional in-service training throughout the year on various health topics. LEA provides yearly CPR, First Aid training to all school health and ESE assistant personnel. The LEA provides and online medication training course or PowerPoint available for all school staff who assist with medication administration and for those ESE assistants that require it as part of their job description. Medication training is followed by a skills checklist completed by a LEA RN, to assess understanding and document return demonstration. Charter schools will need to provide their own RN for school health services or enter into a contractual agreement with CHD for fee for service. Child Abuse and Blood Borne Pathogens trainings provided annually to faculty by LEA. Mandatory Health Screening Training is provided to new health room staff by CHD. Community partners are invited to facilitate training needs, as appropriate.</p>

<p>18. The district school board shall include health services and health education as part of the comprehensive plan for the school district. s. 381.0056(6)(a), F.S.; Chapter 64F-6.002, F.A.C.</p>	<p>18a. School-based health services and health education are provided to public school children in grades pre-kindergarten through 12.</p>	<p>CHD, LEA</p>	<p>LEA yearly informs parents / guardians, in writing, through social media and on school web pages, that their children, who are students in the district schools, will receive specified health services as provided for in the district health services plan. LEA is providing instruction in mental health which includes child / human trafficking, substance use and healthy relationship education in KG-12; curriculums include Too Good for Drugs & Catch My Breath in 4-12, Hanley Foundation. The Hanley Foundation program was used on limited basis due to COVID and the closed campuses. Schools accessed by the virtual format when scheduling permitted. The LEA has currently adopted Suite 360. It is a comprehensive video-based program that provides instruction in all the new accountability areas K-12.</p>
<p>19. The district school board shall make available adequate physical facilities for health services. s. 381.0056(6)(c), F.S.; State Requirements for Educational facilities, 2014 and/or State Requirements for Existing Educational Facilities 2014</p>	<p>19a. Health room facilities in each school will meet Florida Department of Education (FDOE) requirements.</p>	<p>LEA</p>	<p>Health room facilities available at each school and maintained by LEA.</p>

<p>20. The district school board shall, at the beginning of each school year, provide parent/guardian with information concerning ways that they can help their children to be physically active and eat healthy foods. s. 381.0056(6)(d), F.S.</p>	<p>20a. List programs and/or resources to be used to help children be physically active and eat healthy foods.</p>	<p>CHD, LEA</p>	<p>LEA disseminates information to parents through school newsletters, social media, food and nutrition services, Physical Education (PE)/Health curriculum and district website. LEA provides the Free Summer Meals Program (breakfast & lunch) for kids 18 and under at nine elementary schools, the Clay County Youth Character Building and via the Filling Station (mobile van) at 2 library locations. The number of feeding sites for the Free Summer Meals Program could change based on the needs of the district (increase in sites due to summer program or decrease because of participation later in the summer). Due to the USDA waivers related to COVID-19, all schools within our district are offering free breakfast and free lunch. The waivers will extend possibly until the end of the next school year. At the end of the following year (SY 21-22), the 20 schools that were part of the Community Eligibility Provision will be up for renewal. LEA also participates in the National School Lunch and Breakfast Program. The new Clay County Food & Nutrition Services website (www.oneclay.net/foodandnutrition) gives the public, parents, students, and staff access to department specific content such as menus, allergen/nutrient content of all menu items, free & reduced applications, and FNS announcements. This revamped website is linked from the district site and all 41 school sites. LEA sends home a letter at the beginning of the year that states why and how screenings are conducted. This letter</p>
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			also has healthy lifestyle and wellness tips. CHD shares resources and information received through FDOH. CHD collaborates with a primary school, each school year, to assist in the coordination and celebration of a Every Kid Healthy Week event, as part of the Healthiest Weight Florida Initiative. Due to COVID-19, DOH-Clay did not participate in an Every Kid Healthy Week event in SY 20-21.
21. The district school board shall inform parent/guardian in writing at the beginning of each school year of the health services provided. s. 381.0056(6)(e), F.S.	21a. Provide parent/guardian with list of services provided and the opportunity to request an exemption in writing.	LEA	Information on the School Health Services Program and screenings is posted on the school district's website and is in the Student & Family Handbook and Code of Student Conduct. LEA also shares information on how to opt-out of school health services through a "welcome letter" that is sent home with each student in the beginning of each school year.
22. The presence of any of the communicable diseases for which immunization is required by the Department of Health in a Florida public or private school shall permit the county health department director or administrator or the State Health Officer to declare a communicable disease emergency. s. 1003.22(9), F.S.; Chapter 64F-6.002(2)(d), F.A.C.	22a. The school health plan shall include communicable disease policies. Note: Policies need to provide for interagency coordination during suspected or confirmed disease outbreaks in schools.	CHD, LEA	Communicable Disease Notification in Student & Family Handbook and Code of Student Conduct which is posted on the school district's webpage. Communicable Disease reporting requirements are included in the School Health Services Manual, with appropriate reporting paperwork. Influenza Like Illness (ILI) is indicated on LEA student data system and CHD Disease Prevention and Control Program monitors ILI reporting weekly during flu season. Disease Control and Prevention notified of outbreaks noted by school personnel. CHD provides education to LEA on communicable diseases, as requested.

<p>23. Each district school board shall include in its approved school health services plan a procedure to provide training, by a registered nurse, a licensed practical nurse, a physician or a physician assistant (pursuant to chapter 458 or 459), to the school personnel designated by the school principal to assist students in the administration of prescribed medication. s. 1006.062(1)(a), F.S.</p>	<p>23a. Include provisions in the procedure for general and student-specific administration of medication training.</p>	<p>CHD, LEA</p>	<p>LEA provided medication course for all school staff who assist with medication administration and Exceptional Student Education (ESE) Assistants who have it required in their job description. Medication skills checkoff completed by LEA RN. Child specific training by LEA for unlicensed assistive personnel (UAP), as needed and in schools staffed by a LPN. The CHD provides program oversight and monitors compliance during annual audit. Charter schools will need to provide their own RN for school health services or enter into a contractual agreement with CHD for fee for service.</p>
<p>24. Each district school board shall adopt policies and procedures governing the administration of prescription medication by district school board personnel. s. 1006.062(1)(b), F.S.; Chapter 64B9-14, F.A.C.</p>	<p>24a. The school district medication policy will address the use of designated school staff for medication administration and be consistent with delegation practices.</p>	<p>CHD, LEA</p>	<p>School Health Services Manual reviewed annually and updated, as needed. LEA provided medication policy and health related forms. Forms available on school district website, and Google Drive. School Health Services Manual has provisions for all school health personnel that will assist with medication administration to complete the online medication course or PowerPoint and have a skills checkoff completed by a LEA RN. The school RN may delegate one-on-one child specific medication training for staff required to administer medications in the health room, on field trips or school sponsored events as per F.S 464. The LEA will comply with the "Technical Assistance Guidelines: The Role of the Professional School Nurse in the Delegation of Care in Florida Schools (2010), during the process of delegating. Charter schools will need to provide their own RN for school health services or enter into a</p>

			contractual agreement with CHD for fee for service. The CHD provides program oversight.
<p>25. Each district school board shall adopt a policy and a procedure for allowing a student who is a qualified patient, as defined in s. 381.986, to use marijuana obtained pursuant to that section.</p> <p>ss. 1006.062(8), F.S., 381.986, F.S.</p>	<p>25a. Ensure that all school health room/clinic staff and school staff designated by principals have read and have on file the school district policy on medical marijuana. Pursuant to the district policy, develop procedures to follow when parents of students, that are qualified patients under section 381.986, Florida Statutes, request that medical marijuana be administered to their child at school.</p>	LEA	LEA developed administration of medical marijuana- rules, guidelines and release from liability for the administration of medical marijuana/low THC cannabis. Parent/caregiver is solely responsible for safely administering and transporting medical marijuana to and from school.
<p>26. Students with asthma whose parent/guardian and physician provide approval may carry a metered dose inhaler on their person while in school.</p> <p>s. 1002.20(3)(h), F.S.; National Association of School Nurses (NASN) Position Statement, The Use of Asthma Rescue Inhalers in the School Setting</p>	<p>26a. Ensure written authorization for use of metered dose inhaler at school is completed and signed by healthcare provider and parent/guardian.</p>	CHD, LEA	<p>School Health policies and procedures, developed jointly by the CHD and LEA, require that a student who carries medication on their person have a current medication administration form (MAR) with parental signature, Parent Authorization for Administration of Medication (PAAM) and Medical Management Plan (MMP) with physician authorization. Care planning meetings are held, as needed, where individual health care plans and emergency health care plans/action plans are created for those needs by the LEA. LEA documents child specific training completed on skills checkoff sheets, in IHP, and in student data system. The CHD provides program oversight. Charter schools will need to provide their own RN for school health services or</p>

<p>27. A student who is at risk for life-threatening allergic reactions may carry an epinephrine auto-injector and self-administer while en route to and from school, in school, or at school-sponsored activities if written parent/guardian and physician authorization has been provided.</p> <p>s. 1002.20(3)(i), F.S.; Chapters 6A-6.0251, F.A.C., 64F-6.004(4), F.A.C.; Saving Lives at School Anaphylaxis and Epinephrine School Nurse and Handbook for Connection Cards, NASN; NASN Position Statement on Rescue Medications in School; Students with Life-Threatening Allergies, 2017 Updated Guidance</p>	<p>27a. For students with life threatening allergies, the RN shall develop and update annually IHP that includes an ECP, in cooperation with the student, parent/guardian, physician, and school staff. The IHP shall include child-specific training to protect the safety of all students from the misuse or abuse of auto-injectors. The ECP shall direct that 911 will be called immediately for an anaphylaxis event and have a plan of action for when the student is unable to perform self-administration of the epinephrine auto-injector.</p>	<p>CHD, LEA</p>	<p>enter into a contractual agreement with CHD for fee for service. Schools are encouraged to apply for Asthma Friendly School Recognition. Bannerman Learning Center holds bronze recognition level for SY 2018-2019. Shadowlawn Elementary holds bronze recognition level for SY 2019-2020.</p> <p>School Health policies and procedures, developed jointly by the CHD and LEA, require that a student who carries medication on their person have a current medication administration form (MAR) with parental signature, Parent Authorization for Administration of Medication (PAAM) and Medical Management Plan (MMP) with physician authorization. Care planning meetings are held, as needed where individual health care plans and emergency health care plans are created for those needs by LEA. LEA documents child specific training completed on skills checkoff sheets, in IHP, and in student data system. The CHD provides program oversight. Charter schools will need to provide their own RN for school health services or enter into a contractual agreement with CHD for fee for service.</p>	<p>N/A</p>	<p>N/A</p>
<p>28. A public school may purchase a supply of epinephrine auto-injectors from a wholesale distributor or manufacturer as defined in s. 499.003, F.S. for the</p>	<p>28a. If the school district has chosen to maintain supplies of epinephrine auto-injectors, a standing order and written protocol has been developed by a licensed physician and is available at all schools where the epinephrine auto-injectors are stocked.</p>	<p>N/A</p>	<p>N/A</p>	<p>N/A</p>	<p>N/A</p>

<p>epinephrine auto-injectors at fair-market, free, or reduced prices for use in the event a student has an anaphylactic reaction. The epinephrine auto-injectors must be maintained in a secure location on the public school's premises. The participating school district shall adopt a protocol developed by a licensed physician for the administration by school personnel who are trained to recognize an anaphylactic reaction and to administer an epinephrine auto-injection. s. 1002.20(3)(i)(2), F.S.</p>			
<p>29. Educational training programs required by this section must be conducted by a nationally recognized organization experienced in training laypersons in emergency health treatment or an entity or individual approved by the department. The curriculum must include at a minimum: (a) Recognition of the symptoms of systemic reactions to food, insect stings, and other allergens; and (b) The proper administration of an epinephrine auto-injector. s. 381.88, F.S.</p>	<p>29a. Ensure that school staff that are designated by the principal (in addition to school health staff in the school clinic) to administer stock epinephrine auto-injectors (not prescribed to an individual student) are trained by a nationally recognized organization experienced in training laypersons in emergency health treatment or an entity approved by the Department of Health.</p>	N/A	N/A

<p>30. Students with diabetes will have a Diabetes Medical Management Plan (DMMP) from the student's healthcare provider that includes medication orders and orders for routine and emergency care. An Individualized Healthcare Plan (IHP) will be developed from the DMMP by the RN in collaboration with the parent/guardian, student, healthcare providers and school personnel for the management of diabetes while en route to and from school, in school, or at school-sponsored activities. An Emergency Care Plan (ECP) will be developed as a child-specific action plan to facilitate quick and appropriate responses to an individual emergency in the school setting. The ECP may be a component of the IHP. The ECP will summarize signs and symptoms and how to recognize and treat hypoglycemia and hyperglycemia. It shall specify when to call 911.</p> <p>s. 1002.20(3)(j), F.S.; Chapter 6A-6.0253, F.A.C.; NASN position statement, Diabetes Management in the School Setting</p>	<p>30a. Maintain a copy of the current physician's diabetes medical management plan and develop and implement an IHP and ECP to ensure safe management of diabetes</p>	<p>CHD, LEA</p>	<p>Clay County District Schools has no restrictions on which school students with diabetes may attend and currently has students with diabetes at most schools. LEA ensures completion of Medical Management Plan (MMP) with physician authorization and Parental Authorization for Administration of Medication (PAAM) form with parental authorization and physician authorization. Care planning meetings are held, as needed where individual health care plans and emergency action care plans are created for those needs by LEA. LEA documents child specific training completed on skills checkoff sheets, in IHP, and in student data system. The CHD provides program oversight. Charter schools will need to provide their own RN for school health services or enter into a contractual agreement with CHD for fee for service.</p>
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<p>31. Students with diabetes that have physician and parent/guardian approval may carry their diabetic supplies and equipment and self-manage their diabetes while en route to and from school, in school, or at school-sponsored activities. The written authorization shall identify the diabetic supplies, equipment and activities the student can perform without assistance for diabetic self-management, including hypoglycemia and hyperglycemia. s. 1002.20(3)(j), F.S.; Chapter 6A-6.0253, F.A.C.; NASN position statement, Diabetes Management in the School Setting</p>	<p>31a. Maintain a copy of the current physician's diabetes medical management plan and develop and implement an IHP and ECP to ensure safe self-management of diabetes.</p>	<p>CHD, LEA</p>	<p>School Health policies and procedures require that a student who carries diabetic supplies on their person have a current Medical Management Plan (MMP) with physician authorization and Parental Authorization for Administration of Medication (PAAM) form with parental authorization and physician authorization. Care planning meetings are held, as needed, where individual health care plans and emergency action care plans are created for those needs by LEA. LEA documents child specific training completed on skills checkoff sheets, in IHP, and in student data system. The CHD provides program oversight. Charter schools will need to provide their own RN for school health services or enter into a contractual agreement with CHD for fee for service.</p>
<p>32. A student who has experienced or is at risk for pancreatic insufficiency or who has been diagnosed as having cystic fibrosis may carry and self-administer a prescribed pancreatic enzyme supplement while en route to and from school, in school, or at school sponsored activities, if the school has been provided with authorization from the student's parent/guardian and prescribing practitioner.</p>	<p>32a. Develop and implement an IHP and ECP for management of the conditions requiring pancreatic enzyme supplements and to ensure that the student carries and self-administers such supplements as prescribed by the physician. Maintain documentation of healthcare provider and parental/guardian authorization to self-carry.</p>	<p>CHD, LEA</p>	<p>School Health policies and procedures require that a student who carries medication on their person have a current Medical Management Plan (MMP) with physician authorization and Parental Authorization for Administration of Medication (PAAM) form with parental authorization and physician authorization. Care planning meetings are held, as needed where individual health care plans and emergency action care plans are created for those needs by LEA. The CHD provides program oversight. Charter schools will need to provide their own RN for school health</p>

s. 1002.20(3)(j), F.S.; Chapter 6A-6.0252, F.A.C.			services or enter into a contractual agreement with CHD for fee for service.
33. Nonmedical assistive personnel shall be allowed to perform health-related services upon successful completion of child specific training by a registered nurse or advanced registered nurse practitioner, physician, or physician assistant. s. 1006.062(4), F.S.; Chapters: 64B9-14.002(3), F.A.C., 64B9-14, F.A.C.; Technical Assistance Guidelines - The Role of the Professional School Nurse in the Delegation of Care in Florida Schools (Rev. 2010).	33a. Document health related child-specific training by an RN for delegated staff. The delegation process shall include communication to the UAP which identifies the task or activity, the expected or desired outcome, the limits of authority, the time frame for the delegation, the nature of the supervision required, verification of delegate's understanding of assignment, verification of monitoring and supervision. The documentation of training and competencies should be signed and dated by the RN and the trainee.	CHD, LEA	Documentation of child specific training done on skills checkoff sheets, child specific training sheets, in IHP, and in student data system. Child specific training by LEA for unlicensed assistant personnel (UAP), as needed. Child specific training for UAP will be completed by school board RN or appropriate licensed personnel from the child's medical provider for schools without a RN. The CHD provides program oversight. Charter schools will need to provide their own RN for school health services or enter into a contractual agreement with CHD for fee for service.
	31b. Use of nonmedical assistive personnel shall be consistent with delegation practices per requirements.	CHD, LEA	LEA RNs follow F.S. 464 and "Technical Assistance Guidelines: The Role of the Professional School Nurse in the Delegation of Care in Florida Schools" (2010), when delegating tasks and procedures to UAPs. The CHD provides program oversight.
34. Pursuant to the provisions of Chapter 435, any person who provides services under a school health services plan pursuant to s. 381.0056, F.S. must meet level 2 screening requirements as described in s. 435.04, F.S. A person may satisfy the requirements of this subsection by submitting proof of compliance with the requirements of level 2 screening conducted within	34a. Collaborate with school district to ensure district background screening policies do not result in duplicate or conflicting background screening requirements for staff providing school health services.	CHD, LEA	All school health employees from LEA, CHD and community agencies undergo Level 2 background screenings prior to employment and repeated every 5 years.

<p>11 months before the date that person initially provides services under a school health services plan. ss. 381.0059, F.S., 1012.465, F.S.</p>	<p>35. Involuntary Examination s. 394.463, F.S. including: s. 1002.20(3)(l), F.S.; s. 1002.33(9), F.S.; s. 381.0056(4)(a)(19), F.S.</p>	<p>35a. The School District Board will ensure that it develops policies and procedures for the implementation of this statutory requirement. A reasonable attempt must be made to notify a student's parent/guardian, or caregiver before the student is removed from school, school transportation, or a school-sponsored activity and taken to a receiving facility for an involuntary examination.</p>	<p>LEA Coordinator of Nursing, Climate & Culture, IT</p>	<p>LEA has policies and procedural guidelines in place when a student is removed from school, school transportation or a school-sponsored activity and taken to a facility for an involuntary examination under the Baker Act. These guidelines provide for the immediate notification to a student's parent, guardian, or other contact listed, if the student is removed from school as stipulated in s.381.0056(4)(a)(19). Rescue or another school personnel call before transport. This information is disseminated through school counselors, mental health therapists, the crisis response manual, as well as provided on the LEA web page. This is being incorporated into the Student and Family Handbook and Code of Student Conduct for SY 2022-2023.</p>
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PART II: COMPREHENSIVE SCHOOL HEALTH SERVICES (CSHSP)			
References/Resources	Program Standards	Local Agency(s) Responsible	Local Implementation Strategy & Activities
37. The services provided by a comprehensive school health program must focus attention on promoting the health of students, reducing risk-taking behavior, and reducing teen pregnancy.	37a. Provide in-depth health management, interventions and follow-up through the increased use of professional school nurse staff.	CHD, LEA	All comprehensive schools have a RN or LPN on-site for the entire school day. The CHD provides program oversight.
	37b. Provide health activities that promote healthy living in each school.	CHD, LEA	Health promotion activities provided at each comprehensive school. CHD participates, as available and when requested. A Student Health Expo is

<p>Services provided under this section are additional and are intended to supplement, rather than supplant, basic school health services. ss. 381.0057(6), F.S., 743.065, F.S.</p>	<p>37c. Provide health education classes.</p>	<p>LEA</p>	<p>provided with community partners each year and LEA/CHD participate. Wilkinson Junior High School is a community partnership school partnering with Children's Home Society of Florida, St. John's River State College, Clay County School District and Baptist Health/Wolfson Children's Hospital.</p> <p>Orange Park High School is a community partnership school collaborating with Children's Home Society of Florida, Orange Park Medical Center, Clay County School District, Palms Medical Group and St. John's River State College. Keystone High School is also a community partnership school partnering with Santa Fe Community College, Azalea Health (FQHC) and Children's Home Society. Each of these schools provide additional wellness and support. LEA coordinates Hunger Free Campus, and Share Table. LEA provides district wide annual training on child abuse. LEA provided Youth Mental Health First Aid training to the DOH-Clay school nurses and all the LEA staff. LEA and CHD participate in SHWAC with community partners.</p> <p>LEA certificated staff provide health education instruction integrated within the core curriculum. In 2019-20 SY, CATCH my Breath-Anti-Vaping Program training was provided and implemented in 5th-9th grade physical education. LEA adopted Suite 360 program, which was used during a variety of courses throughout the</p>
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			year, based on the student's grade level and school structure.
37d. Provide or coordinate counseling and referrals to decrease substance abuse.	LEA		Students referred to local substance abuse center for services, as needed. Family Education Program- Too Good for Drugs and Violence provided to students, as needed. Student Assistance Program or SAP counselors are provided in every secondary school. These therapists provide services along with Too Good for Drugs program instruction. This is used as a Tier 2 intervention.
37e. Provide or coordinate counseling and referrals to decrease the incidence of suicide attempts.	LEA		Annual training is provided to counselors on identification and referral concerning suicide prevention. LCSW and guidance counselors will provide individual counseling and referral, if needed. Student Assistance Program or SAP counselors are provided in every secondary school. If a student qualifies for Tier 3 interventions, they are referred for private counseling. Many schools in the district have a therapist on campus, three or more days a week. The LEA also has contracts with many local providers.
37f. Provide or coordinate health education classes to reduce the incidence of substance abuse, suicide attempts and other high-risk behaviors.	LEA		Student Assistance Program or SAP counselors are provided in every secondary school. The Hanley program provides alcohol literacy and marijuana information, as permitted.
37g. Identify and provide interventions for students at risk for early parenthood.	LEA		Student Assistance Program (SAP) or SAP counselors are provided in every secondary school. SAP counselors, school nurse, guidance counselors, school psychologists and

			social workers work with students to identify needs and resources.
37h. Provide counseling and education of teens to prevent and reduce involvement in sexual activity.	LEA		Student Assistance Program (SAP) or SAP counselors are provided in every secondary school. SAP counselors, school nurse, guidance counselors, school psychologists and social workers work with students to identify needs and resources.
37i. Collaborate with interagency initiatives to prevent and reduce teen pregnancy.	CHD, LEA		LEA social workers and guidance counselors work with agencies to provide support, education and services. Healthy Start Services are available at Bannerman Learning Center. CHD provides Healthy Start referral information to the LEA through DOH-Baker.
37j. Facilitate the return to school after delivery and provide interventions to decrease repeat pregnancy.	CHD, LEA		LEA social workers and guidance counselors work with agencies to provide support, education and services for the transition back into the school setting. Healthy Start Services available at Bannerman Learning Center. CHD provides Healthy Start referral information to the LEA through DOH-Baker.
37k. Refer all pregnant students who become known to staff for prenatal care and Healthy Start services.	CHD, LEA		Healthy Start Services available at Bannerman Learning Center. Referrals are made by social workers and school counselors. CHD provides Healthy Start referral information to the LEA through DOH-Baker.

PART III: HEALTH SERVICES FOR FULL SERVICE SCHOOLS (FSS)

References/Resources	Program Standards	Local Agency(s) Responsible	Local Implementation Strategy & Activities
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<p>38. The State Board of Education and the Department of Health shall jointly establish full-service schools (FSS) to serve students from schools that have a student population at high risk of needing medical and social services s. 402.3026(1), F.S.</p>	38a. Designate full-service schools based on demographic evaluations.	CHD, LEA	Currently 10 full-service schools in the county.
	38b. Provide nutritional services.	LEA	Referrals to local agencies, summer nutrition program at selected school sites. Due to the USDA waivers related to COVID-19, all schools within our district are offering free breakfast and free lunch. The waivers will extend possibly until the end of the next school year (SY 21-22). LEA provides the Free Summer Meals Program (breakfast & lunch) for kids 18 and under at nine elementary schools, the Clay County Youth Character Building and via the Filling Station (mobile van) at 2 library locations. The number of feeding sites for the Free Summer Meals Program could change based on the needs of the district (increase in sites due to summer program or decrease because of participation later in the summer).
	38c. Provide basic medical services.	CHD, LEA	CHD coordinates or participates in Back to School Event in the summer with LEA at selected school sites or in collaboration with other community agencies and partners. LEA partnering with Health Heroes Inc. to provide Influenza, HPV and Tdap vaccines.
	38d. Provide referral to dependent children (Temporary Assistance to Needy Families (TANF)).	LEA	Referrals to local agencies for needed specialized services. Social worker available at all school sites, SAP counselors for at risk students.
	38e. Provide referrals for abused children.	CHD, LEA	LEA provides referrals to local agencies for needed specialized services. Social worker available at all school sites, SAP counselors for at risk students, CHD and LEA provide

	38f. Provide specialized services as an extension of the educational environment that may include: nutritional services, basic medical services, aid to dependent children, parenting skills, counseling for abused children, counseling for children at high risk for delinquent behavior and their parent/guardian, and adult education.	LEA	training and information on how to report child abuse to school health room staff.
	38g. Develop local agreements with providers and/or partners for in-kind health and social services on school grounds.	LEA	Parenting and GED classes at various sites provided. Referrals to local agencies for needed specialized services. Social worker available at all school sites, SAP counselors for at risk students. Partnerships in place with multiple community agencies for health and social services. All 3 community partnership schools have a contract with 3 partners for 25 years of support. Each site also has a variety of other community partners that can help with specialized projects.

School Board of Clay County

February 3, 2022 - Regular School Board Meeting

Title

C12 - Proposed Allocation Changes for 2021-22

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

Reflected in attachment

Review Comments

Attachments

② [21 22 Allocation Summary - February 3, 2022.pdf](#)

PROPOSED CHANGES TO STAFF ALLOCATIONS
2021-2022 SUMMARY
Board Meeting, February 3, 2022

School	Add	Delete	Allocation	Comment	Salary	Benefits	Total Cost
			2021-2022 ACTIONS				
			Food and Nutrition Services (410/7600)				
KHH-0311	1.0		Cafeteria Assistant (5.50 hours)	Program Needs	\$12,129	\$3,914	\$16,043
KHH-0311		1.0	Cafeteria Assistant (3.50 hours)	Program Needs	(\$7,718)	(\$2,491)	(\$10,209)
			TOTAL:		\$4,411	\$1,423	\$5,834

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School Board of Clay County

February 3, 2022 - Regular School Board Meeting

Title

C13 - Monthly Financial Reports for December, 2021

Description

The Monthly Financial Reports, in accordance with SBE Rule 6A-1.008, are submitted for the use and consideration of the Board for the month ending December 31, 2021.

Gap Analysis

The Monthly Financial Reports show compliance to the district's amended budget as of the month end reported and meet State and School Board financial reporting requirements.

Previous Outcomes

It has been a past (normal) practice to provide Monthly Financial Reports, in accordance with SBE Rule 6A-1.008.

Expected Outcomes

The Monthly Financial Reports are provided to meet the stewardship responsibilities of the district for reporting and accountability of the district's finances.

Strategic Plan Goal

Goal 2: Strategy 2.4: Ensure effective and efficient use of resources for fiscal stability.

Recommendation

That the Clay County School Board accept for use and consideration the Superintendent's Monthly Financial Reports for December, 2021.

Contact

Dr. Susan M. Legutko, Assistant Superintendent of Business Affairs, (904) 336-6721, susan.legutko@myoneclay.net

Financial Impact

The Monthly Financial Reports reflect the year-to-date results of operations.

Review Comments

Attachments

- 🔗 [December 2021 Board Monthly Property Report.pdf](#)
- 🔗 [December 2021 Board Monthly Financial Report.pdf](#)
- 🔗 [Contracts 50 Thousand and Greater.pdf](#)

DECEMBER, 2021										
	LOCATION	BEG BALANCE	NEW PURCHASE	VALUE ADD	OTHER	REINSTATED	TRANFER IN	TRANSFER OUT	DELETIONS	ENDING BALANCE
0311	KEYSTONE HEIGHTS JR/SR HIGH	2,500.00								2,500.00
0341	CLAY HIGH SCHOOL	5,599.00								5,599.00
0371	WILKINSON JUNIOR HIGH	1,255.23							1,255.23	0.00
0501	TYNES ELEMENTARY	1,512.50								1,512.50
0541	RIDEOUT ELEMENTARY	7,605.95								7,605.95
0551	FLEMING ISLAND HIGH SCHOOL	3,385.00							3,385.00	0.00
0611	OAKLEAF JUNIOR HIGH	37,921.00								37,921.00
9005	EXCEPTIONAL STUDENT EDUCATION	1,105.82								1,105.82
9008	ADULT COMMUNITY EDUCATION	1,295.00								1,295.00
9010	TRANSPORTATION	38,383.84								38,383.84
9020	OPERATIONS	4,495.38								4,495.38
9121	MAINTENANCE	13,800.00								13,800.00
9022	SAFETY & SECURITY	80,245.40								80,245.40
9023	FACILITY PLANNING & CONSTRUCT	21,441.02								21,441.02
9040	INFORMATION & TECH SERVICES	5,080,244.56		9,678.07						5,089,922.63
9050	BUSINESS AFFAIRS	11,240.83								11,240.83
9110	FOOD & NUTRITION SERVICES	41,095.00								41,095.00
	TOTAL	5,353,125.53	0.00	9,678.07	0.00		0.00	0.00	4,640.23	5,358,163.37

Clay County Public Schools Audio Visual

Location Number	Begin Balance	New Purchase	Other	Monthly Deletions	Ending Balance
0111 BANNERMAN LEARNING CENTER	2,402.11	0.00	0.00	0.00	2,402.11
0252 ORANGE PARK HIGH	11,164.04	0.00	0.00	0.00	11,164.04
0311 KEYSTONE HEIGHTS JR/SR HIGH	1,792.00	0.00	0.00	0.00	1,792.00
0341 CLAY HIGH SCHOOL	11,880.77	0.00	0.00	0.00	11,880.77
0361 ORANGE PARK JR HIGH	1,149.00	0.00	0.00	0.00	1,149.00
0391 MIDDLEBURG HIGH	15,208.40	0.00	0.00	0.00	15,208.40
0481 LAKE ASBURY JUNIOR HIGH SCHOOL	11,237.85	0.00	0.00	0.00	11,237.85
0551 FLEMING ISLAND HIGH SCHOOL	3,149.99	0.00	0.00	0.00	3,149.99
0661 OAKLEAF HIGH SCHOOL	6,221.21	0.00	0.00	0.00	6,221.21
	64,205.37	0.00	0.00	0.00	64,205.37

Clay County Public Schools

Vehicles

Location Number	Begin Balance	New Purchase	Other	Monthly Deletions	Ending Balance
9010 TRANSPORTATION	31,411,432.92	0.00	0.00	0.00	31,411,432.92
	31,411,432.92	0.00	0.00	0.00	31,411,432.92

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DECEMBER, 2021

	LOCATION	BEG BALANCE	NEW PURCHASE	VALUE ADD	OTHER	REINSTATED	TRANSFER IN	TRANSFER OUT	DELETIONS	ENDING BALANCE
0020	FL YOUTH CHALLENGE ACADEMY	6,217.40								6,217.40
0021	GREEN COVE SPRINGS JUNIOR HIGH	312,856.83					1,224.00			314,080.83
0071	CHARLES E BENNETT ELEMENTARY	158,927.37								158,927.37
0111	BANNERMAN LEARNING CENTER	143,623.70								143,623.70
0201	ORANGE PARK ELEMENTARY	133,148.21								133,148.21
0232	GROVE PARK ELEMENTARY	160,203.67	6,834.88							164,600.03
0241	W E CHERRY ELEMENTARY	183,637.40							2,438.52	183,637.40
0252	ORANGE PARK HIGH	1,228,162.75								1,228,162.75
0261	DOCTORS INLET ELEMENTARY	204,160.25					1,599.96		1,500.95	204,259.26
0271	MIDDLEBURG ELEMENTARY	206,155.14								206,155.14
0301	KEYSTONE HEIGHTS ELEMENTARY	297,475.26								297,475.26
0311	KEYSTONE HEIGHTS JR/SR HIGH	643,239.23	96,708.84					4,654.00	6,599.74	728,694.33
0331	S BRYAN JENNINGS ELEMENTARY	179,728.44								179,728.44
0341	CLAY HIGH SCHOOL	842,584.92	12,797.05							855,381.97
0351	LAKESIDE JUNIOR HIGH	378,280.80	8,058.86				1,224.00			387,563.66
0352	LAKESIDE ELEMENTARY	204,369.95								204,369.95
0361	ORANGE PARK JUNIOR HIGH	335,766.86								335,766.86
0371	WILKINSON JUNIOR HIGH	415,336.17	64,107.66							479,443.83
0381	MONTCLAIR ELEMENTARY	134,253.25								134,253.25
0391	MIDDLEBURG HIGH SCHOOL	1,254,833.80	5,091.11						1,399.00	1,258,525.91
0401	RIDGEVIEW ELEMENTARY	251,513.53	11,633.63							263,147.16
0411	CLAY HILL ELEMENTARY	241,915.94	32,053.83							273,969.77
0431	RIDGEVIEW HIGH SCHOOL	1,113,710.76								1,113,710.76
0451	LAKE ASBURY ELEMENTARY	184,774.02								184,774.02
0471	ROBERT M PATERSON ELEMENTARY	164,912.64	58,595.77							223,508.41
0481	LAKE ASBURY JUNIOR HIGH	572,366.64			4,150.00					576,516.64
0491	WILKINSON ELEMENTARY	258,573.57	4,534.46							263,108.03
0501	TYNES ELEMENTARY	222,685.33	19,896.56					6,678.70		235,903.19
0511	MCRAE ELEMENTARY	211,158.08								211,158.08
0521	FLEMING ISLAND ELEMENTARY	205,232.12					4,654.00			209,886.12
0531	THUNDERBOLT ELEMENTARY	248,824.95						2,828.00	4,912.87	241,084.08
0541	RIDEOUT ELEMENTARY	136,243.81	40,112.69							176,356.50
0551	FLEMING ISLAND HIGH SCHOOL	1,175,121.86							1,068.00	1,174,053.86
0571	SWIMMING PEN CREEK ELEMENTARY	122,943.14	50,579.35					1,599.96		171,922.53
0591	ARGYLE ELEMENTARY SCHOOL	159,035.48					1,036.35			160,071.83
0601	COPPERGATE ELEMENTARY	191,722.37	19,896.56							211,618.93
0611	OAKLEAF JUNIOR HIGH	496,521.39								496,521.39
0621	OAKLEAF VILLAGE ELEMENTARY	290,181.14								290,181.14

DECEMBER, 2021

LOCATION		BEG BALANCE	NEW PURCHASE	VALUE ADD	OTHER	REINSTATED	TRANSFER IN	TRANSFER OUT	DELETIONS	ENDING BALANCE
0631	SHADOWLAWN ELEMENTARY	239,383.48								239,383.48
0641	DISCOVERY OAKS ELEMENTARY	656,780.33								656,780.33
0651	PLANTATION OAKS ELEMENTARY	623,229.31								623,229.31
0661	OAKLEAF HIGH SCHOOL	1,462,083.19	6,611.61							1,468,694.80
0769	ST JOHNS COUNTRY DAY	11,345.00								11,345.00
1409	ANNUNCIATION CATHOLIC SCHOOL	1,059.00								1,059.00
7005	CLAY VIRTUAL ACADEMY	26,209.92								26,209.92
9000	SCHOOL BOARD	26,342.86								26,342.86
9002	CAREER & TECHNICAL EDUCATION	21,106.57								21,106.57
9003	INSTRUCTIONAL RESOURCES	44,428.95								44,428.95
9004	CLIMATE & CULTURE	77,732.58	1,230.84							78,963.42
9005	EXCEPTIONAL STUDENT EDUCATION	126,916.35					2,828.00		4,242.99	125,501.36
9006	DEPT OF ELEMENTARY EDUCATION	39,208.40							4,126.00	35,082.40
9007	K12 ACADEMIC SERVICES	11,622.35								11,622.35
9008	ADULT COMMUNITY EDUCATION	68,928.09								68,928.09
9009	PROFESSIONAL DEVELOPMENT	63,987.04								63,987.04
9010	TRANSPORTATION	533,537.62		599.91					1,867.00	532,270.53
9015	READING & EARLY LITERACY	13,511.29								13,511.29
9016	SUPERINTENDENT	40,675.76								40,675.76
9020	OPERATIONS	6,333.38								6,333.38
9021	MAINTENANCE DEPARTMENT	639,970.39	4,599.99							644,570.38
9022	SAFETY & SECURITY	129,388.27								129,388.27
9023	FACILITY PLANNING & CONSTRUCT	40,009.26								40,009.26
9024	CODE ENFORCEMENT	5,136.47								5,136.47
9025	SCHOOL POLICE DEPARTMENT	382,201.43								382,201.43
9030	PRINT CENTER	55,948.11								55,948.11
9040	INFORMATION & TECH SERVICES	2,408,588.87					6,678.70	3,484.35		2,411,763.22
9050	BUSINESS AFFAIRS DIVISION	114,051.76	2,635.36							116,687.12
9060	HUMAN RESOURCES	69,999.75							2,122.18	67,877.57
9106	TITLE 1	26,513.93								26,513.93
9110	FOOD & NUTRITION SERVICES	228,854.24								228,854.24
9111	CURRICULUM & INSTRUCTION	28,411.83								28,411.83
9113	TEACHER TRAINING CENTER FIH	17,734.72								17,734.72
9114	TEACHER LEARNING CENTER OPHS	4,382.44								4,382.44
	TOTAL	21,916,011.11	445,979.05	599.91	4,150.00	0.00	19,245.01	19,245.01	30,277.25	22,336,462.82

CLAY COUNTY SCHOOL BOARD
SUMMARY OF CASH INVESTMENTS
07/01/2021 thru 12/31/2021

	CASH BALANCE	INVESTMENT AMOUNT	TYPE	GRAND TOTAL
General Fund(3)	5,003.00	93,408,704.04	(1) & (4) SBA/OTH	93,413,707.04
Debt Services(5)	0.00	455,910.82	SBA/OTH	455,910.82
Capital Projects	0.00	69,992,185.43	SBA/OTH	69,992,185.43
Special Rev. - Other	0.00	0.00	SBA	0.00
Spec. Rev - Food Service	6,799,727.28	4,695,807.19	SBA	11,495,534.47
Self Insurance	0.00	5,982,159.67	SBA	5,982,159.67
GRAND TOTAL	6,804,730.28	174,534,767.15		181,339,497.43

NOTES:

1. The rate of interest earned on investments with the State Board of Administration during the month of December, 2021 was 0.13%.
2. For comparison purposes with the General Fund Statement of Revenue, we have completed 50% of the fiscal year. All other percentages are only a comparison of cash collections or expenditures to budgeted revenue or appropriations.
3. On the Summary of Cash & Investments, the figure reported for General Fund Investments includes \$1,251,227.63 invested for School Internal Accounts.
4. The rate of interest earned on investments with the Florida Education Investment Trust Fund (FEITF) during the month of December, 2021 was 0.05%.
5. Trustee Accounts - Amounts placed with SBA by the Florida Department of Education for investment of debt service moneys.

CLAY COUNTY SCHOOL BOARD
GENERAL FUNDS
STATEMENT OF REVENUE
07/01/2021 thru 12/31/2021

		Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
Federal Direct	Federal Impact Aid	3121	550,000.00	550,000.00	0.00	0.00%
	R O T C	3191	374,578.00	374,578.00	97,592.08	26.05%
Federal Direct - Total			924,578.00	924,578.00	97,592.08	
Fed thru Local and State Revenue	Medicaid	3202	2,100,000.00	2,100,000.00	589,485.95	28.07%
	Ed Stabilization-VPK	3273	10,500.00	10,500.00	10,500.00	100.00%
	Federal Through Local Revenue	3280	587,181.00	647,365.00	172,406.56	26.63%
Fed thru Local and State - Total			2,697,681.00	2,757,865.00	772,392.51	
State Sources	Florida Educ Finance Program	3310	199,788,388.00	199,788,388.00	93,906,052.00	47.00%
	Workforce Development	3315	495,645.00	495,645.00	247,824.00	50.00%
	Workforce Performance Incentive	3317	0.00	6,000.00	3,114.00	51.90%
	CO&DS Withheld/Admin Expense	3323	22,000.00	22,000.00	0.00	0.00%
	State License Tax	3343	36,000.00	36,000.00	22,687.04	63.02%
	Class Size Reduction	3355	36,805,202.00	36,805,202.00	18,402,600.00	50.00%
	Voluntary Pre-K High Schools	3370	80,000.00	80,000.00	30,320.02	37.90%
	Voluntary Pre-K	3371	425,000.00	425,000.00	227,368.00	53.50%
	Miscellaneous State Revenue	3390	824,057.10	824,057.10	240,399.44	29.17%
State Sources - Total			238,476,292.10	238,482,292.10	113,080,364.50	
Local Sources	District School Taxes	3411	58,989,012.00	58,989,012.00	51,502,589.63	87.31%
	Prior Year Coll School Taxes	3419	30,000.00	30,000.00	0.00	0.00%
	Tax Redemptions	3421	1,000,000.00	1,000,000.00	0.00	0.00%
	Rent	3425	400,000.00	400,000.00	195,894.11	48.97%
	Interest Incl Profit On Invest	3430	130,000.00	130,000.00	45,652.63	35.12%
	Gifts Grants & Bequests	3440	199,650.52	231,481.16	50,160.01	21.67%
	Adult Gen Educ Course Fee-GED	3461	35,000.00	35,000.00	13,010.00	37.17%
	Postsecondary Voc Course Fees	3462	20,000.00	29,494.71	11,412.95	38.69%
	Lifelong Learning Fees	3466	15,000.00	15,000.00	0.00	0.00%
	Other Student Fees	3469	25,000.00	29,996.25	8,129.00	27.10%
	Preschool Program Fees	3471	575,000.00	575,000.00	108,775.70	18.92%
	Other Schl Class Fees	3479	15,000.00	21,453.40	10,753.40	50.12%
	Miscellaneous Local Sources	3490	1,431,252.37	1,374,720.89	1,230,698.70	89.52%
	Receipt Of Fed Indirect Cost	3494	600,000.00	600,000.00	493,129.61	82.19%
	Other Misc Local Sources	3495	275,000.00	275,000.00	133,958.81	48.71%
	Refund Of Prior Year's Expense	3497	5,000.00	5,000.00	61,667.02	1,233.34%
	Lost Damaged & Sale Of Textbook	3498	3,000.00	3,000.00	70.00	2.33%
	Receipt Of Food Serv Ind Cost	3499	400,000.00	400,000.00	0.00	0.00%
Local Sources - Total			64,147,914.89	64,144,158.41	53,865,901.57	
Transfers	Transfer From Capital Projects	3630	4,875,000.00	4,875,000.00	928,582.00	19.05%
Transfers - Total			4,875,000.00	4,875,000.00	928,582.00	
Other Financing Sources	Sale Of Equipment	3733	0.00	120,000.00	48,888.25	40.74%
	Insurance Loss Recoveries	3740	0.00	11,028.00	7,331.50	66.48%
OFS - Total			0.00	131,028.00	56,219.75	
Revenues - Total			311,121,465.99	311,314,921.51	168,801,052.41	54.22%
Fund Balance	Restricted Fund Balance	2720	0.00	0.00	0.00	
	Fund Balance 7-1-2021	2750	37,022,513.96	37,022,513.96	37,022,513.96	
Fund Balance - Total			37,022,513.96	37,022,513.96	37,022,513.96	
Grand Total			348,143,979.95	348,337,435.47	205,823,566.37	59.09%

CLAY COUNTY SCHOOL BOARD
GENERAL FUNDS
STATEMENT OF EXPENDITURES AND TRANSFERS
07/01/2021 thru 12/31/2021

Expense	Acct#	Original Budget	Amended Budget	Salaries	Emp Benefits	Purch Services	Energy Services	Mat Supplies	Cap Outlay	Other Transfers	Totals	% OF Budget
Basic FEFP K-12	5100	153,797,324.62	156,951,981.45	34,448,907.33	11,407,835.58	9,244,455.62	48.00	4,537,877.22	324,332.55	407,981.87	60,371,438.17	39.47%
Exceptional Education	5200	51,836,696.09	51,936,686.96	13,558,137.44	4,647,530.69	1,953,338.16	1,460.12	146,193.80	41,483.02	16,574.65	20,364,717.88	39.21%
Career Technical Education	5300	10,087,831.68	11,477,387.54	2,231,208.16	727,192.96	183,957.15	2,405.42	112,349.27	113,791.55	7,734.80	3,384,639.31	29.49%
Adult General	5400	474,338.24	504,365.33	69,205.96	19,545.98	15,634.00	0.00	2,530.75	0.00	20,854.90	127,771.59	25.33%
Voluntary Pre K	5500	1,068,975.87	1,073,209.99	324,086.49	91,358.45	4,445.11	0.00	19,882.81	259.00	0.00	440,031.86	41.00%
Other Instruction	5900	0.00	4,908.00	441,334.65	69,915.73	0.00	0.00	0.00	4,908.00	0.00	516,158.38	10,516.67%
Student Support Services	6100	18,029,078.60	18,211,994.73	5,474,745.15	1,644,656.20	127,550.45	1,120.00	81,050.76	43,021.62	11,798.04	7,383,942.22	40.54%
Instructional Media Services	6200	4,905,405.02	4,910,764.62	1,235,969.96	422,632.51	185,893.43	0.00	23,489.95	109,559.26	2,100.00	1,979,644.71	40.31%
Curriculum Development	6300	4,391,845.66	4,401,169.86	1,438,711.72	414,697.39	83,987.68	306.00	9,942.78	12,932.40	542.70	1,961,120.67	44.56%
Inst Staff Training Services	6400	2,613,360.54	2,653,391.79	787,617.16	214,382.54	135,803.67	0.00	34,244.90	0.00	8,725.00	1,180,773.27	44.50%
Instruction Related Technology	6500	5,072,327.13	5,066,544.61	1,100,712.18	330,634.85	791,069.49	0.00	31,468.56	157,753.03	0.00	2,411,638.11	47.60%
Board	7100	835,651.27	835,651.27	192,856.96	73,172.20	82,717.21	0.00	794.81	0.00	32,654.88	382,195.66	45.74%
General Administration	7200	447,253.48	447,253.48	141,431.05	61,789.41	8,271.53	216.00	-1,577.03	184.73	16,155.00	226,470.69	50.64%
School Administration	7300	16,831,752.22	16,879,719.23	6,346,020.91	1,816,354.25	21,971.73	0.00	14,862.35	29,769.07	17,641.49	8,246,619.80	48.86%
Facilities Acquisition and Construction	7400	3,338,482.01	3,342,298.29	359,465.34	104,268.96	99,662.12	1,232.00	2,237.93	717,607.98	420,876.76	1,705,351.09	51.02%
Fiscal Services	7500	1,797,290.56	1,791,698.56	498,621.14	133,925.68	14,232.48	0.00	3,554.01	5,767.84	1,465.50	687,566.65	36.70%
Food Services	7600	96,339.86	96,339.86	64,612.09	23,683.52	0.00	0.00	0.00	0.00	0.00	88,295.61	91.65%
Central Services	7700	4,026,163.26	4,276,061.42	1,140,796.09	329,649.42	59,988.36	2,489.14	38,659.85	242,472.10	9,110.63	1,823,145.59	42.64%
Pupil Transportation Services	7800	12,824,206.26	12,850,576.98	3,251,921.12	1,026,776.15	229,068.70	524,956.24	188,533.45	47,812.08	41,737.52	5,310,805.26	41.33%
Operation of Plant	7900	23,803,325.83	24,192,371.49	3,021,577.56	1,063,533.73	2,682,458.36	3,137,097.29	313,554.79	45,924.35	3,388.21	10,267,534.29	42.44%
Maintenance Of Plant	8100	6,940,962.91	6,940,962.91	1,537,874.51	491,674.89	584,103.70	65,787.76	536,869.00	149,216.04	982.97	3,346,518.87	48.21%
Administrative Technology Svcs	8200	1,994,491.07	2,007,380.18	588,583.89	170,801.65	86,414.89	4,278.00	2,019.95	2,493.57	479.95	855,071.90	42.60%
Community Services	9100	593,419.65	593,562.21	135,110.82	59,930.77	168.60	0.00	8,631.93	4,084.33	4,000.00	211,926.45	35.56%
Debt Service	9200	0.00	112,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Expense		325,806,521.83	331,560,580.76	78,389,506.88	25,345,943.51	16,575,172.44	3,741,395.97	6,107,171.84	2,059,372.52	1,024,814.87	133,243,378.03	40.19%
Nonspendable Fund Balance	6/30/2022	600,000.00	600,000.00								600,000.00	
Restricted Fund Balance	6/30/2022	8,500,000.00	4,500,000.00								4,500,000.00	
Assigned Fund Balance	6/30/2022	3,489,576.68	4,000,000.00								4,000,000.00	
Unassigned Fund Balance	6/30/2022	9,747,881.44	7,676,854.71								63,480,188.34	
Total Fund Balance	6/30/2022	22,337,458.12	16,776,854.71								72,580,188.34	
Grand Totals		348,143,979.95	348,337,435.47								205,823,566.37	59.09%

CLAY COUNTY SCHOOL BOARD
GENERAL FUNDS - Additional Millage Fund
STATEMENT OF REVENUE
07/01/2021 thru 12/31/2021

		Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
Local Sources	District School Taxes	3411	13,817,993.00	13,817,993.00	11,806,442.10	85.44%
Local Sources - Total			13,817,993.00	13,817,993.00	11,806,442.10	
Revenue			13,817,993.00	13,817,993.00	11,806,442.10	
Fund Balance - Total 7-1-2021			9,446,047.65	9,446,047.65	9,446,047.65	
Grand Total			23,264,040.65	23,264,040.65	21,252,489.75	91.35%

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CLAY COUNTY SCHOOL BOARD
GENERAL FUNDS - Additional Millage Fund
STATEMENT OF EXPENDITURES AND TRANSFERS

07/01/2021 thru 12/31/2021

Expense	Acct#	Original Budget	Amended Budget	Salaries	Emp Benefits	Purch Services	Energy Services	Mat Supplies	Cap Outlay	Other Transfers	Totals	% OF Budget
Facilities Acquisition & Const	7400	5,197,231.83	5,197,231.83	0.00	0.00	46.94	0.00	0.00	368,322.21	0.00	368,369.15	7.09%
Facilities (S D)	7700	3,000.00	3,000.00	2,282.32	449.98	2,861.95	0.00	0.00	0.00	0.00	5,594.25	186.48%
Pupil Transportation Services	7800	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00%
Operation Of Plant	7900	5,335,377.53	5,335,377.53	1,265,953.78	499,499.46	240,162.33	23,924.17	15,571.63	56,098.98	260.00	2,101,470.35	39.39%
Maintenance Of Plant	8100	141,894.88	141,894.88	56,977.55	16,129.75	0.00	0.00	0.00	0.00	0.00	73,107.3	51.52%
Total Expense		10,677,504.24	10,677,504.24	1,325,213.65	516,079.19	243,071.22	23,924.17	15,571.63	424,421.19	260.00	2,548,541.05	23.87%
Restricted Fund Balance	6/30/2022	12,586,536.41	12,586,536.41								18,703,948.70	
Unassigned Fund Balance	6/30/2022	0.00	0.00								0.00	
Total Fund Balance	6/30/2022	12,586,536.41	12,586,536.41								18,703,948.70	
Grand Totals		23,264,040.65	23,264,040.65								21,252,489.75	91.35%

CLAY COUNTY SCHOOL BOARD
DEBT SERVICE FUND
STATEMENT OF REVENUE, EXPENDITURES, AND TRANSFERS
07/01/2021 Thru 12/31/2021

REVENUE AND TRANSFERS

Local Sources

	Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
Interest Incl Profit On Invest	3430	268.69	886.05	115.84	13.07%
Total Local Sources		268.69	886.05	115.84	

State Sources

	Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
CO & DS Withhld For SBE Bonds	3322	58,725.00	58,725.00	0.00	0.00%
SBE/COBI Bond Interest	3326	717.36	100.58	0.00	0.00%
Racing Commission Funds	3341	223,250.00	223,250.00	0.00	0.00%
Total State Sources		282,692.36	282,075.58	0.00	

Transfers

	Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
Transfer From Capital Projects	3630	6,805,051.72	6,805,051.72	514,185.10	7.56%
Total Transfers		6,805,051.72	6,805,051.72	514,185.10	
Total REVENUE AND TRANSFERS		7,088,012.77	7,088,013.35	514,300.94	7.26%
Fund Balance July 1, 2021		468,877.53	468,877.53	468,877.53	
GRAND TOTAL		7,556,890.30	7,556,890.88	983,178.47	13.01%

EXPENDITURES

Debt Service

	Acct #	Original Budget	Amended Budget	Expenditures	% OF EXP
Redempt Of Prnc	710	5,813,928.11	5,813,928.11	0.00	0.00%
Interest	720	1,249,452.37	1,249,452.37	557,184.48	44.59%
Dues And Fees	730	18,826.58	18,826.58	5,226.08	27.76%
Total Debt Service		7,082,207.06	7,082,207.06	562,410.56	
Total EXPENDITURES		7,082,207.06	7,082,207.06	562,410.56	

FUND BALANCE

Fund Balance

	Acct #	Original Budget	Amended Budget		
Fund Balance June 30, 2022	2750	474,683.24	474,683.82	420,767.91	
GRAND TOTAL		7,556,890.30	7,556,890.88	983,178.47	13.01%

CLAY COUNTY SCHOOL BOARD
CAPITAL IMPROVEMENTS FUNDS
STATEMENT OF REVENUE, EXPENDITURES, AND TRANSFERS
07/01/2021 Thru 12/31/2021

REVENUE AND TRANSFERS

Local Sources

	Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
District Local Cap Improv Taxes	3413	20,292,325.00	21,590,614.00	18,042,034.68	83.56%
Local Sales Taxes	3418	14,000,000.00	14,000,000.00	6,548,302.31	46.77%
Tax Redemptions	3421	0.00	0.00	0.00	0.00%
Interest Incl Profit On Invest	3430	7,075.00	7,075.00	263.38	3.72%
Impact Fees	3496	9,500,000.00	9,500,000.00	4,397,562.53	46.29%
Total Local Sources		43,799,400.00	45,097,689.00	28,988,162.90	

OTHER FINANCING SOURCES

	Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
Sale Of Equipment	3733	50,000.00	50,000.00	0.00	0.00%
Total OFS		50,000.00	50,000.00	0.00	

State Sources

	Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
CO & DS Distributd To District	3321	1,275,000.00	1,275,000.00	0.00	0.00%
Interest On Undistrib CO & DS	3325	25,000.00	25,000.00	0.00	0.00%
Miscellaneous State Revenue	3390	46,500.00	46,500.00	0.00	0.00%
Charter Sch Capital Outlay Revenue	3397	796,000.00	796,000.00	414,657.00	52.09%
Total State Sources		2,142,500.00	2,142,500.00	414,657.00	
Total REVENUE AND TRANSFERS		45,991,900.00	47,290,189.00	29,402,819.90	62.18%
Fund Balance July 1, 2021		48,091,052.17	48,091,052.17	48,091,052.17	
GRAND TOTAL		94,082,952.17	95,381,241.17	77,493,872.07	81.25%

CLAY COUNTY SCHOOL BOARD
CAPITAL IMPROVEMENTS FUNDS
STATEMENT OF REVENUE, EXPENDITURES, AND TRANSFERS
07/01/2021 Thru 12/31/2021

EXPENDITURES

Debt Service

	Acct #	Original Budget	Amended Budget	Expenditures	% OF EXP
Redempt Of Prnc	710	112,320.00	112,320.00	0.00	0.00%
Interest	720	0.00	0.00	0.00	0.00%
Dues And Fees	730	0.00	0.00	0.00	0.00%
Total Debt Service		112,320.00	112,320.00	0.00	

Gen Sup Srvc

	Acct #	Original Budget	Amended Budget	Expenditures	% OF EXP
Tech Rentals	369	0.00	63,627.38	63,627.38	100.00%
TechOthPurchSrv	399	0.00	69,800.00	1,050.00	1.50%
Bldg & Fixed Eq	630	36,058,457.61	38,882,579.51	1,276,544.76	3.28%
Dir Purch Bldgs	631	6,202,403.82	5,802,515.79	16,008.82	0.28%
Equip \$1000 Over	641	54,415.16	64,415.16	1,230.84	1.91%
Equip L/T \$1000	642	212,364.37	315,288.60	169,517.65	53.77%
Comp Hdw > \$1000	643	134,246.72	127,935.44	54,124.45	42.31%
Cptr Hdwr <\$1000	644	602,655.38	631,913.87	29,607.46	4.69%
TechRel FE >\$1000	648	0.00	25,000.00	0.00	0.00%
TechRel FFE<\$1000	649	20,000.00	25,000.00	3,396.22	13.58%
Vehicles	652	327,710.08	332,052.08	166,255.00	50.07%
Land	660	1,625,000.00	1,625,000.00	0.00	0.00%
Capital Imprv. Non-Bldg	671	600,000.00	634,000.00	17,195.00	2.71%
Non-Cap Imprv Other Than Bldgs.	672	3,362,338.63	3,636,511.04	851,049.92	23.40%
Cap Remodeling	681	10,152,342.27	10,578,204.48	304,974.57	2.88%
Non-Cap Remodlg/Renovations	682	14,079,388.69	13,917,611.07	2,369,076.09	17.02%
Dir Prch-Cap	683	900,491.24	600,491.24	0.00	0.00%
Dir Purch-Non-Cap Remodlg	684	40,434.12	40,434.12	23,475.40	58.06%
Software >1000	691	445,978.36	472,578.36	436,265.02	92.32%
Software <1000	692	301,066.05	127,825.23	127,852.23	100.02%
CHARTER Cap TAX	795	0.00	358,097.68	259,504.45	72.47%
Total Gen Sup Srvc		75,119,292.50	78,330,881.05	6,170,755.26	

Xfer Of Funds

	Acct #	Original Budget	Amended Budget	Expenditures	% OF EXP
Xfer To Gen Fnd	910	4,875,000.00	4,875,000.00	928,582.00	17.64%
Xfer To Dbt Svc	920	6,805,051.73	6,805,051.73	514,185.10	7.56%
Total Xfer Of Funds		11,680,051.73	11,680,051.73	1,442,767.10	
Total EXPENDITURES		86,911,664.23	90,123,252.78	7,613,522.36	8.45%

Fund Balance

	Acct #	Original Budget	Amended Budget	
Fund Balance June 30, 2022	2750	7,171,287.94	5,257,988.39	69,880,349.71

GRAND TOTAL		94,082,952.17	95,381,241.17	77,493,872.07	81.25%
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CLAY COUNTY SCHOOL BOARD
SPECIAL REVENUE FUNDS - FOOD SERVICES
STATEMENT OF REVENUE, EXPENDITURES, AND TRANSFERS
07/01/2021 Thru 12/31/2021

REVENUE AND TRANSFERS

Local Sources

	Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
Interest Incl Profit On Invest	3430	2,000.00	2,000.00	2,241.46	112.07%
Adult Breakfasts/Lunches	3453	5,000.00	1,800.00	124.00	6.89%
Student A La Carte	3454	1,226,800.00	1,225,000.00	599,349.47	48.93%
Miscellaneous Local Sources	3490	5,000.00	5,000.00	9,509.32	190.19%
Total Local Sources		1,238,800.00	1,233,800.00	611,224.25	49.54%

Fed thru Local and State

	Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
School Lunch Reimbursement	3261	0.00	13,695,000.00	0.00	0.00%
School Breakfast Reimbursement	3262	0.00	2,612,500.00	0.00	0.00%
After School Snack Reimb	3263	0.00	20,000.00	7,627.00	38.14%
U S D A Donated Commoditi	3265	1,298,000.00	1,298,000.00	0.00	0.00%
Cash in Lieu of Donated Foods	3266	0.00	0.00	0.00	0.00%
Summer Food Service Program	3267	16,327,500.00	5,000.00	8,130,959.64	49.80%
Total Federal thru Local and State		17,625,500.00	17,630,500.00	8,138,586.64	46.16%

State Sources

	Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
School Breakfast Supplement	3337	60,000.00	60,000.00	0.00	0.00%
School Lunch Supplement	3338	85,000.00	85,000.00	0.00	0.00%
Total State Sources		145,000.00	145,000.00	0.00	
Total REVENUE AND TRANSFERS		19,009,300.00	19,009,300.00	8,749,810.89	46.03%
Fund Balance July 1, 2021		7,061,026.92	7,061,026.92	7,061,026.92	
GRAND TOTAL		26,070,326.92	26,070,326.92	15,810,837.81	60.65%

CLAY COUNTY SCHOOL BOARD
SPECIAL REVENUE FUNDS - FOOD SERVICES
STATEMENT OF REVENUE, EXPENDITURES, AND TRANSFERS
07/01/2021 Thru 12/31/2021

EXPENDITURES

Gen Sup Srvc					
	Acct #	Original Budget	Amended Budget	Expended	% OF EXP
Administrator	110	2,084,610.44	2,084,610.44	925,119.77	44.38%
Other Support	160	4,201,077.74	4,201,077.74	1,867,167.76	44.44%
COVID LEAVE OTHR	169	14,707.50	14,707.50	0.00	0.00%
Retirement	210	564,404.82	564,404.82	313,737.14	55.59%
Social Security	220	478,189.54	478,189.54	204,557.37	42.78%
Group Insurance	230	2,034,660.16	2,034,660.16	571,704.99	28.10%
Workmans Comp	240	73,932.41	73,932.41	38,219.43	51.70%
Prof Svcs - Substitutes	313	50,000.00	50,000.00	8,021.88	16.04%
Travel-FT	330	0.00	0.00	0.00	0.00%
Travel-In cnty	331	6,400.00	6,400.00	1,788.55	27.95%
Repairs And Maintenance	350	24,766.00	24,766.00	2,020.46	8.16%
Rentals	360	4,144.00	4,144.00	1,427.64	34.45%
Tech Rentals	369	34,323.00	34,323.00	33,262.00	96.91%
Stamps	371	19,100.00	19,100.00	9,097.89	47.63%
Wireless Plan	372	1,000.00	1,000.00	0.00	0.00%
Refuse	381	0.00	0.00	0.00	0.00%
Othr Purch Srvc	390	93,976.35	93,976.35	7,155.00	7.61%
Printing	391	5,000.00	5,000.00	4,890.06	97.80%
Bottled Gas	420	1,500.00	1,500.00	10.30	0.69%
Electricity	430	156,500.00	156,500.00	35,741.45	22.84%
Gasoline	450	4,600.00	4,600.00	1,230.00	26.74%
Diesel Fuel	460	3,600.00	3,600.00	1,835.00	50.97%
Supplies	510	685,000.00	720,000.00	339,686.62	49.59%
TonerType Fee	515	23,300.00	23,300.00	1,866.54	8.01%
Tech Supplies	519	800.00	800.00	145.40	18.18%
Oil & Grease	540	300.00	300.00	41.00	13.67%
Repair Parts	550	4,500.00	4,500.00	280.00	6.22%
Tires & Tubes	560	1,000.00	1,000.00	461.00	46.10%
Food	570	6,416,382.00	6,420,382.00	3,576,999.60	55.75%
Commodities	580	1,400,000.00	1,400,000.00	0.00	0.00%
AV Mat L/T \$1000	622	200.00	200.00	0.00	0.00%
Equip \$1000 Over	641	491,300.00	791,300.00	393,686.39	80.13%
Equip L/T \$1000	642	23,000.00	93,000.00	7,051.70	30.66%
Comp Hdw > \$1000	643	10,000.00	10,000.00	0.00	0.00%
Cptr Hdw <\$1000	644	21,000.00	21,000.00	8,886.62	42.32%
TechRel FFE<\$1000	649	2,500.00	2,500.00	760.32	30.41%
Vehicles	652	0.00	0.00	37,497.00	NA
Cap Remodlg	681	1,771,508.65	1,339,508.65	474,562.30	26.79%
Non-Cap Remodlg/Renovations	682	29,000.00	52,000.00	0.00	0.00%
Software >\$1000	691	2,000.00	2,000.00	0.00	0.00%
Dues And Fees	730	32,000.00	32,000.00	25,304.36	79.08%
Oth Pers Svcs	750	9,000.00	9,000.00	8,272.00	91.91%
Misc Ex/Ind Cst	792	225,000.00	225,000.00	0.00	0.00%
Total Gen Sup Srvc		21,004,282.61	21,004,282.61	8,902,487.54	42.38%
Total EXPENDITURES		21,004,282.61	21,004,282.61	8,902,487.54	
Fund Balance June 30, 2022	2750	5,066,044.31	5,066,044.31	6,908,350.27	
Total Fund Balance		5,066,044.31	5,066,044.31	6,908,350.27	
GRAND TOTAL		26,070,326.92	26,070,326.92	15,810,837.81	60.65%

CLAY COUNTY SCHOOL BOARD
SPECIAL REVENUE FUNDS - OTHER
STATEMENT OF REVENUE
07/01/2021 thru 12/31/2021

		Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
Federal Direct	Miscellaneous Federal Direct	3199	126,503.61	126,503.61	26,282.01	20.78%
Federal Direct - Total			126,503.61	126,503.61	26,282.01	
Federal Thru Local and State	Career And Technical Education	3201	375,459.19	375,459.19	93,405.17	24.88%
	Adult General Education	3221	263,087.77	263,087.77	85,309.85	32.43%
	English Literacy And Civics Ed	3222	50,781.96	50,781.96	24,443.76	48.13%
	Title II	3226	1,200,229.10	1,200,229.10	530,012.61	44.16%
	I D E A	3230	8,651,799.78	8,665,676.72	3,247,679.16	37.48%
	Title I - Elem & Secondary Edu	3240	5,095,805.54	5,385,805.54	1,990,352.63	36.96%
	Title III	3241	209,124.83	209,124.83	89,838.68	42.96%
	Twenty-First Century Schools	3242	958,412.11	958,412.11	323,518.03	33.76%
	Other Federal Thru State	3290	95,000.00	95,000.00	29,213.17	30.75%
Federal Thru Local and State			16,899,700.28	17,203,577.22	6,413,773.06	
Local Sources	Interest Incl Profit On Inves	3430	0.00	0.00	0.00	0.00%
Local Sources - Total			0.00	0.00	0.00	
Total			17,026,203.89	17,330,080.83	6,440,055.07	37.16%

CLAY COUNTY SCHOOL BOARD
SPECIAL REVENUE FUNDS - OTHER
STATEMENT OF EXPENDITURES AND TRANSFERS
07/01/2021 thru 12/31/2021

Expense	Acct#	Original Budget	Amended Budget	Salaries	Emp Benefits	Purch Services	Energy Services	Mat Supplies	Cap Outlay	Other Transfers	Totals	% Of Budget
Basic FEFF K-12	5100	4,033,848.95	4,094,088.17	886,683.58	297,364.34	58,971.39	0.00	62,013.77	305,665.27	1,924.97	1,612,523.32	39.39%
Exceptional	5200	5,163,841.83	5,209,382.23	1,178,218.45	431,733.39	162,007.28	0.00	35,375.66	10,575.83	0.00	1,817,910.61	34.90%
Career Technical Education	5300	310,140.13	310,140.13	0.00	0.00	105.49	0.00	20,307.34	60,877.35	7,180.00	88,470.18	28.53%
Adult General	5400	127,042.83	127,043.84	19,065.33	10,401.64	174.00	0.00	973.96	3,933.41	16,029.91	50,578.25	39.81%
Other Instruction	5900	469,065.73	468,465.73	92,085.80	18,867.04	0.00	0.00	35,943.11	39,000.00	0.00	185,895.95	39.88%
Student Support Services	6100	1,528,290.04	1,554,058.20	429,595.32	145,732.86	28,037.85	0.00	10,070.99	0.00	762.50	614,199.52	39.52%
Instructional Media	6200	9,667.79	9,172.79	0.00	0.00	0.00	0.00	0.00	998.20	0.00	998.20	10.88%
Inst & Curric Dev Services	6300	1,976,897.90	1,922,195.27	671,170.28	195,137.31	23,617.62	0.00	650.63	1,719.17	4,683.50	896,978.51	46.66%
Inst Staff Training Services	6400	2,267,487.12	2,503,544.87	496,816.61	134,210.52	221,527.09	0.00	6,735.33	15,238.60	21,299.97	895,828.12	35.78%
General Administration	7200	609,170.74	609,170.74	0.00	0.00	0.00	0.00	0.00	0.00	223,369.69	223,369.69	36.67%
School Administration	7300	94,582.00	149,582.00	34,143.24	7,186.12	0.00	0.00	0.00	0.00	0.00	41,339.36	27.54%
Facilities Acquisition and Construction	7400	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Food Services	7600	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Non-Instruct Staff Development	7700	17,147.52	17,747.52	2,992.00	228.91	436.70	0.00	0.00	0.00	0.00	3,657.61	20.61%
Pupil Transportation Services	7800	419,021.31	355,489.34	4,115.50	747.25	455.00	2,988.00	0.00	0.00	0.00	8,305.75	2.34%
Operation Of Plant	7900	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Maintenance Of Plant	8100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Administrative Technology Svcs	8200	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Community Services	9100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Expense		17,026,203.89	17,330,080.83	3,814,886.11	1,241,619.38	495,332.42	2,988.00	172,070.79	437,907.83	275,250.54	6,440,055.07	37.16%

CLAY COUNTY SCHOOL BOARD

CARES ACT FUNDS - 44X

STATEMENT OF REVENUE

07/01/2021 thru 12/31/2021

		Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
Fed thr Loc St	CARES ACT ESSER	3271	10,658,925.60	15,258,987.60	10,076,978.22	66.04%
Federal Thru Local and State			10,658,925.60	15,258,987.60	10,076,978.22	
Local Sources	Interest Incl Profit On Invest	3430	0.00	0.00	0.00	0.00%
Local Sources - Total			0.00	0.00	0.00	
Revenue			10,658,925.60	15,258,987.60	10,076,978.22	
Grand Total			10,658,925.60	15,258,987.60	10,076,978.22	66.04%

CLAY COUNTY SCHOOL BOARD
CARES ACT FUNDS - 44X
STATEMENT OF EXPENDITURES AND TRANSFERS
07/01/2021 thru 12/31/2021

Expense	Acc#	Original Budget	Amended Budget	Salaries	Emp Benefits	Purch Services	Energy Services	Mat Supplies	Cap Outlay	Other Transfers	Totals	% OF Budget
Basic FEFP K-12	5100	4,950,728.47	8,917,657.38	543,512.64	116,969.23	1,764,885.01	0.00	2,257,694.78	13,104.90	0.00	4,686,166.54	52.66%
Exceptional Education	5200	51,368.73	51,368.73	137,592.49	25,741.87	0.00	0.00	0.00	0.00	0.00	163,334.36	317.96%
Career Technical Education	5300	12,864.40	12,864.40	3,249.00	664.86	0.00	0.00	1,775.74	999.87	0.00	6,689.27	52.00%
Other Instruction	5900	35,000.00	35,000.00	0.00	0.00	8,750.00	0.00	0.00	0.00	0.00	8,750.00	25.00%
Student Support Services	6100	232,940.49	340,639.48	6,719.48	1,333.06	0.00	0.00	7,310.31	114,771.00	0.00	130,133.85	38.20%
Instructional Media Services	6200	24,923.06	14,352.36	0.00	0.00	0.00	0.00	0.00	5,841.29	0.00	5,841.29	40.70%
Inst Staff Training Services	6400	1,151,208.47	1,327,379.58	74,910.77	12,269.79	935,709.04	0.00	21,057.77	17,401.36	0.00	1,061,348.73	79.96%
Instruction Related Technology	6500	654,342.33	654,342.33	0.00	0.00	0.00	0.00	0.00	654,342.33	0.00	654,342.33	100.00%
General Administration	7200	314,325.09	446,761.25	0.00	0.00	0.00	0.00	0.00	0.00	286,431.89	286,431.89	64.11%
Facilities Acquisition & Const	7400	764,726.60	843,476.60	0.00	0.00	0.00	0.00	0.00	764,726.60	0.00	764,726.60	90.66%
Other Central Services	7700	2,275,000.00	2,310,277.04	0.00	0.00	0.00	0.00	2,106,285.00	4,510.30	0.00	2,110,795.30	91.37%
Pupil Transportation Services	7800	49,790.25	154,080.95	41,426.50	8,363.75	0.00	0.00	0.00	0.00	0.00	49,790.25	32.31%
Operation Of Plant	7900	141,707.71	150,787.50	0.00	0.00	11,780.86	0.00	116,767.68	10,079.27	0.00	138,627.81	91.94%
Maintenance Of Plant	8100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Expense		10,658,925.60	15,258,987.60	807,410.88	165,342.56	2,721,124.91	0.00	4,510,891.26	1,585,776.72	286,431.89	10,076,978.22	66.04%

CLAY COUNTY SCHOOL BOARD
SELF INSURANCE FUND
STATEMENT OF REVENUE, EXPENDITURES, AND TRANSFERS
07/01/2021 Thru 12/31/2021

REVENUE AND TRANSFERS

Local Sources

	Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
Interest Incl Profit On Invest	3430	10,000.00	10,000.00	3,938.88	39.39%
Charges For Services	3481	2,029,153.00	2,029,153.00	1,213,383.17	59.80%
Total Local Sources		2,039,153.00	2,039,153.00	1,217,322.05	
Total REVENUE AND TRANSFERS		2,039,153.00	2,039,153.00	1,217,322.05	59.70%
Fund Balance July 1, 2021		6,687,460.12	6,687,460.12	6,687,460.12	
GRAND TOTAL		8,726,613.12	8,726,613.12	7,904,782.17	90.58%

EXPENDITURES

Gen Sup Srvc

	Acct #	Original Budget	Amended Budget	Expended	% OF EXP
Workmans Comp	240	2,000,000.00	2,000,000.00	650,719.66	32.54%
Pro & Tech Serv	310	186,270.00	186,270.00	96,199.30	51.65%
Ins & Bond Prem	320	1,286,160.00	1,286,160.00	1,177,490.77	91.55%
Total Gen Sup Srvc		3,472,430.00	3,472,430.00	1,924,409.73	
Total EXPENDITURES		3,472,430.00	3,472,430.00	1,924,409.73	
Fund Balance June 30, 2022	2750	5,254,183.12	5,254,183.12	5,980,372.44	
Total Fund Balance		5,254,183.12	5,254,183.12	5,980,372.44	
GRAND TOTAL		8,726,613.12	8,726,613.12	7,904,782.17	90.58%

\$50,000 - \$100,000 Contracts "Signed" by Superintendent for BAD monthly BOARD Financial Report

CONTRACT #	SUBMITTED BY	DEPT	COST	PO #	VENDOR
210038	H McDonald	9004	\$63,000.00	P2104825	Clay Behavioral Health Center
210058	E Caren	9040	\$96,984.00	P2105086	(Schl Based Mental Health Therapy-Short Term) (KHS,MHS,LAI)
210117	B Montoro	9006	\$51,242.50	P2110205	CDW Customer Service order Form for Google G Suite for Education
210123	R Widdowson	9106	\$54,000.00	P2202974	Voyager Sopris Learning (LETRS)
210129	B Ellis	9023	\$53,305.92	P2202486	Pear Deck
					Dude Solutions - Capital Predictor Software (School Dude)

\$50,000 - \$100,000 Contracts "Signed" by Superintendent for BAD monthly BOARD Financial Report

CONTRACT #	SUBMITTED BY	DEPT	COST	PO #	VENDOR
210140	B Ellis	9023	\$50,000.00	P2104418	North Florida Building Code Services - Amendment 1
210141	K Lawrence	9004	\$50,000.00	P2202136	Family Services & Resource Center
210144	K Lawrence	9004	\$50,000.00	P2202135	First Coast Behavior Solutions
210145	B Montoro	9015	\$61,588.00	P2201445	Voyager Sopris Learning (LETRS)
220010	L Fogarty	9004	\$60,000.00	P2202137	Flagler Health
220025	M Sanders	9005	\$52,000.00	P2203541	First Coast Mobile Audiology
220038	M Sanders	9005	\$90,000.00	P2204339	Family Services and Resource Center
220040	E Caren	9040	\$93,818.76	P2204965	KnowBe4

School Board of Clay County

February 3, 2022 - Regular School Board Meeting

Title

C14 - Budget Amendment Report for December 31, 2021

Description

Florida State Board of Education Administrative Rule 6A-1.006 requires that the School Board approve amendments to the district school budget whenever the function and object amounts in the accounts prescribed by the State Board form are changed from the original budget approved by the School Board. The Budget Amendments are procedurally necessary to update our budget to reflect changes as outlined in the attached statements.

Gap Analysis

The monthly budget amendment show compliance to the district's amended budget as of the month end reported and meet State and School Board financial reporting requirements.

Previous Outcomes

Reported as per Florida State Board of Education Administrative Rule 6A-1.006.

Expected Outcomes

The monthly budget amendment is provided to meet the stewardship responsibilities of the district for reporting and accountability of the district's budget.

Strategic Plan Goal

Goal: 2: Strategy 2.4; Ensure effective and efficient use of resources for fiscal stability.

Recommendation

Approval of the Budget Amendments for December 2021 as presented.

Contact

Dr. Susan M. Legutko, Assistant Superintendent for Business Affairs

Financial Impact

See attached statements for a complete analysis of the financial impact.

Review Comments

Attachments

📎 [Budget Amendment December 2021.pdf](#)



CLAY COUNTY DISTRICT SCHOOLS

900 WALNUT STREET, GREEN COVE SPRINGS, FL 32043

P (904) 336-6500 F (904) 336-6536 W oneclay.net

SUPERINTENDENT OF SCHOOLS

David S. Broskie

BOARD MEMBERS:

Janice Kerekes, District 1
Beth Clark, District 2
Tina Bullock, District 3
Mary Bolla, District 4
Ashley Gilhousen, District 5

CLAY COUNTY SCHOOLS RESOLUTION TO AMEND DISTRICT BUDGET FISCAL YEAR 2021-2022 FOR MONTH ENDING December 31, 2021

Florida State Board of Education Administrative Rule 6A-1.006 requires that the School Board approve amendments to the district school budget whenever the function and object amounts in the accounts prescribed by the State Board form are changed from the original budget approved by the School Board. The Budget Amendments are procedurally necessary to update our budget to reflect changes outlined in the attached statements.

FUND	DESCRIPTION
GENERAL FUND (100)	THE GENERAL FUND IS THE LARGEST FUND WITHIN THE ACCOUNTING STRUCTURE OF THE SCHOOL DISTRICT. IT IS USED TO REPORT THE DISTRICT'S DAILY, MONTHLY AND ANNUAL FINANCIAL OPERATIONS OF THE SCHOOLS AND DISTRICT OFFICE.
GENERAL FUND VOTED MILLAGE (105)	THE VOTED MILLAGE FUND ARE FUNDS APPROVED BY THE CLAY COUNTY VOTERS TO SUPPORT SAFETY AND SECURITY AND OTHER OPERATIONAL EXPENDITURES.
DEBT SERVICE (2XX)	DEBT SERVICE FUNDS ARE USED TO ACCOUNT FOR AND REPORT FINANCIAL RESOURCES THAT ARE RESTRICTED, COMMITTED, OR ASSIGNED TO EXPENDITURES FOR THE DISTRICT'S PRINCIPAL AND INTEREST PAYMENTS FOT ITS OUTSTANDING DEBT.
CAPITAL PROJECTS FUND(3XX)	CAPITAL PROJECT FUNDS ARE USED TO ACCOUNT FOR AND REPORT FINANCIAL RESOURCES THAT ARE RESTRICTED, COMMITTED, OR ASSIGNED TO EXPENDITURES FOR MAJOR CAPITAL OUTLAYS, INCLUDING THE ACQUISITION OR CONSTRUCTION OF CAPITAL FACILITIES AND THEIR CAPITAL ASSETS.
SPECIAL REVENUE FOOD SERVICE (410)	SPECIAL REVENUE FUNDS, FOOD SERVICES ARE USED TO ACCOUNT FOR AND REPORT THE PROCEEDS OF SPECIFIC REVENUE SOURCES THAT ARE RESTRICTED OR COMMITTED TO EXPENDITURES FOR THE FOOD SERVICES OPERATIONS.
SPECIAL REVENUE OTHER (420,441)	SPECIAL REVENUE FUNDS, OTHER ARE USED TO ACCOUNT FOR AND REPORT THE PROCEEDS OF SPECIFIC FEDERAL REVENUE SUCH AS TITLE I, TITLE II, TITLE III, CARES ACT FUNDINGTHAT ARE RESTRICTED OR COMMITTED TO EXPENDITURES FOR THE SPECIFIC PROGRAM.



CLAY COUNTY DISTRICT SCHOOL

RESOLUTION TO AMEND DISTRICT BUDGET

FISCAL YEAR 2021-2022

GENERAL FUND

FUND 100

DISCOVERING ENDLESS POSSIBILITIES

Clay County District Schools is an Equal Opportunity Employer.

SCHOOL BOARD OF CLAY COUNTY
RESOLUTION TO AMEND DISTRICT BUDGET
FISCAL YEAR 2021-2022
GENERAL FUND REVENUE
FUND 100
Month Ending December 31, 2021

Function	Description	Adopted	Beginning Budget	Budget Adj	Working Budget
3120	Federal Impact Funds	\$550,000	\$550,000	\$0	\$550,000
3190	Other Federal Direct	\$374,578	\$374,578	\$0	\$374,578
3202	Medicaid	\$2,100,000	\$2,100,000	\$0	\$2,100,000
3273	ED Stabilization-VPK	\$10,500	\$10,500	\$0	\$10,500
3280	Federal Through Local Revenue	\$587,181	\$590,365	\$57,000	\$647,365
3310	Florida Educ Finance Program	\$199,788,388	\$199,788,388	\$0	\$199,788,388
3315	Workforce Development	\$495,645	\$495,645	\$0	\$495,645
3317	Workforce Performance Incentiv	\$0	\$6,000	\$0	\$6,000
3320	State Auto License CO and DS	\$22,000	\$22,000	\$0	\$22,000
3340	Other State Revenues	\$36,000	\$36,000	\$0	\$36,000
3350	Other Categorical	\$36,805,202	\$36,805,202	\$0	\$36,805,202
3370	VPK	\$505,000	\$505,000	\$0	\$505,000
3390	Miscellaneous State Revenues	\$824,057	\$824,057	\$0	\$824,057
3410	Taxes	\$59,019,012	\$59,019,012	\$0	\$59,019,012
3421	Tax Redemptions	\$1,000,000	\$1,000,000	\$0	\$1,000,000
3425	Rent	\$400,000	\$400,000	\$0	\$400,000
3430	Interest Incl Profit On Inves	\$130,000	\$130,000	\$0	\$130,000
3440	Gifts Grants & Bequests	\$199,650	\$230,626	\$856	\$231,481
3460	Student Fees	\$95,000	\$109,491	\$0	\$109,491
3470	Other Fees	\$590,000	\$595,425	\$1,029	\$596,453
3490	Misc Local Resources	\$2,580,136	\$2,656,365	\$1,356	\$2,657,721
3630	Transfer From Capital Projects	\$4,875,000	\$4,875,000	\$0	\$4,875,000
3733	Sale of Capital Asset	\$120,000	\$120,000	\$0	\$120,000
3740	Insurance Loss Recoveries	\$8,000	\$11,028	\$0	\$11,028
Revenue - Totals		\$311,115,349	\$311,254,681	\$60,241	\$311,314,922

SCHOOL BOARD OF CLAY COUNTY
RESOLUTION TO AMEND DISTRICT BUDGET
FISCAL YEAR -2021-2022
GENERAL FUND EXPENSES
FUND 100
Month Ending December 31, 2021

5000 Instruction						
Function	Description	Adopted	Beginning Budget	Budget Adj	Working Budget	
100	Salaries	\$138,144,374	\$138,376,571	(\$2,382)	\$138,374,188	
200	Employee Benefits	\$42,682,243	\$42,743,373		\$42,743,373	
300	Purchased Services	\$23,108,987	\$23,454,838	\$168,257	\$23,623,094	
400	Energy Services	\$8,544	\$9,469		\$9,469	
500	Material and Supplies	\$10,795,264	\$12,763,340	(\$90,621)	\$12,672,716	
600	Capital Outlay	\$995,089	\$1,185,509	\$101,559	\$1,287,068	
700	Other	\$958,178	\$3,258,550	(\$20,520)	\$3,238,031	
Total Expenses Function 5000		\$216,692,679	\$221,791,650	\$156,293	\$221,947,939	
Function	Description	Adopted	Beginning Budget	Budget Adj	Working Budget	
6100 Pupil Personnel Services						
100	Salaries	\$11,708,998	\$11,953,801	\$977	\$11,954,777	
200	Employee Benefits	\$3,761,121	\$3,814,385	\$224	\$3,814,609	
300	Purchased Services	\$1,961,107	\$1,914,789	(\$77,045)	\$1,837,744	
400	Energy Services	\$2,000	\$2,000	\$0	\$2,000	
500	Material and Supplies	\$185,742	\$203,642	(\$6,761)	\$196,881	
600	Capital Outlay	\$105,653	\$112,180	\$347	\$112,528	
700	Other	\$4,234	\$4,234	\$0	\$4,234	
6140 Psychological Services						
300	Purchased Services	\$0	\$0	\$0	\$0	
6150 Parent Involvement						
100	Salaries	\$38,302	\$76,604	\$0	\$76,604	
200	Employee Benefits	\$11,134	\$39,164	\$0	\$39,164	
300	Purchased Services	\$1,500	\$2,001	\$0	\$2,001	
500	Material and Supplies	\$4,000	\$7,285	\$0	\$7,285	
600	Capital Outlay	\$0	\$312	\$0	\$312	
700	Other	\$0	\$18,568	\$0	\$18,568	
6190 Guidance Administration						
100	Salaries	\$110,800	\$110,800	\$0	\$110,800	
200	Employee Benefits	\$34,488	\$34,488	\$0	\$34,488	
6200 Instructional Media						
100	Salaries	\$3,133,054	\$3,137,382	\$0	\$3,137,382	
200	Employee Benefits	\$1,095,089	\$1,096,010	\$0	\$1,096,010	
300	Purchased Services	\$255,919	\$279,313	(\$1,386)	\$277,927	
500	Material and Supplies	\$72,246	\$65,526	(\$382)	\$65,144	
600	Capital Outlay	\$342,353	\$329,743	\$1,708	\$331,451	
700	Other	\$1,925	\$2,775	\$75	\$2,850	
6300 Inst & Curric Dev Services						
100	Salaries	\$2,998,108	\$2,998,108	\$0	\$2,998,108	
200	Employee Benefits	\$968,042	\$968,042	\$0	\$968,042	
300	Purchased Services	\$265,544	\$265,743	\$0	\$265,743	
400	Energy Services	\$500	\$500	\$0	\$500	
500	Material and Supplies	\$64,632	\$66,363	\$256	\$66,619	
600	Capital Outlay	\$71,653	\$78,792	\$500	\$79,292	
700	Other	\$23,366	\$22,866	\$0	\$22,866	
6400 Inst Staff Training Services						
100	Salaries	\$1,465,111	\$1,470,384	\$24,341	\$1,494,725	
200	Employee Benefits	\$446,837	\$447,905	\$5,200	\$453,105	

SCHOOL BOARD OF CLAY COUNTY
RESOLUTION TO AMEND DISTRICT BUDGET
FISCAL YEAR -2021-2022
GENERAL FUND EXPENSES
FUND 100

Month Ending December 31, 2021

300	Purchased Services	\$644,729	\$456,701	\$61,721	\$518,422
500	Material and Supplies	\$71,866	\$77,412	\$21,190	\$98,602
600	Capital Outlay	\$3,962	\$3,185	\$0	\$3,185
700	Other	\$79,816	\$80,353	\$5,000	\$85,353
6500	Instruction Related Technology				
100	Salaries	\$2,202,957	\$2,241,935	\$0	\$2,241,935
200	Employee Benefits	\$715,123	\$727,701	\$0	\$727,701
300	Purchased Services	\$1,757,056	\$1,797,056	(\$1,000)	\$1,796,056
500	Material and Supplies	\$68,708	\$76,371	\$0	\$76,371
600	Capital Outlay	\$328,484	\$224,482	\$0	\$224,482
7100	Board				
100	Salaries	\$383,538	\$383,538	\$0	\$383,538
200	Employee Benefits	\$149,260	\$149,260	\$0	\$149,260
300	Purchased Services	\$263,303	\$263,303	\$0	\$263,303
500	Material and Supplies	\$4,050	\$4,050	\$0	\$4,050
600	Capital Outlay	\$9,500	\$9,500	\$0	\$9,500
700	Other	\$26,000	\$26,000	\$0	\$26,000
7200	General Administration				
100	Salaries	\$273,448	\$273,448	\$0	\$273,448
200	Employee Benefits	\$119,419	\$119,419	\$0	\$119,419
300	Purchased Services	\$27,436	\$27,436	\$0	\$27,436
400	Energy Services	\$1,000	\$1,000	\$0	\$1,000
500	Material and Supplies	\$6,200	\$6,200	\$0	\$6,200
600	Capital Outlay	\$2,750	\$2,750	\$0	\$2,750
700	Other	\$17,000	\$17,000	\$0	\$17,000
7300	School Administration				
100	Salaries	\$12,558,754	\$12,578,754	(\$27)	\$12,578,727
200	Employee Benefits	\$4,030,438	\$4,035,342	\$27	\$4,035,369
300	Purchased Services	\$75,016	\$78,775	\$113	\$78,888
500	Material and Supplies	\$82,812	\$75,261	\$588	\$75,849
600	Capital Outlay	\$62,831	\$75,130	\$10,963	\$86,093
700	Other	\$22,631	\$24,508	\$286	\$24,794
7400	Facilities Aquisition & Const				
100	Salaries	\$506,206	\$506,206	\$0	\$506,206
200	Employee Benefits	\$150,200	\$151,183	\$0	\$151,183
300	Purchased Services	\$702,081	\$624,490	\$0	\$624,490
400	Energy Services	\$4,100	\$4,100	\$0	\$4,100
500	Material and Supplies	\$21,801	\$22,801	(\$280)	\$22,521
600	Capital Outlay	\$1,948,826	\$2,025,779	\$280	\$2,026,059
700	Other	\$2,800	\$7,740	\$0	\$7,740
7500	Fiscal Services				
100	Salaries	\$1,004,466	\$1,004,466	\$0	\$1,004,466
200	Employee Benefits	\$275,175	\$275,175	\$0	\$275,175
300	Purchased Services	\$488,095	\$483,229	\$0	\$483,229
500	Material and Supplies	\$17,000	\$16,899	(\$350)	\$16,549
600	Capital Outlay	\$11,704	\$11,704	\$0	\$11,704
700	Other	\$850	\$575	\$0	\$575
7600	Food Services				
100	Salaries	\$72,498	\$72,498	\$0	\$72,498
200	Employee Benefits	\$23,842	\$23,842	\$0	\$23,842
600	Capital Outlay	\$0	\$0	\$0	\$0
700	Other	\$0	\$0	\$0	\$0

SCHOOL BOARD OF CLAY COUNTY
RESOLUTION TO AMEND DISTRICT BUDGET
FISCAL YEAR -2021-2022
GENERAL FUND EXPENSES
FUND 100

Month Ending December 31, 2021

7700	Central Services					
100	Salaries	\$2,264,370	\$2,307,713	\$582	\$2,308,295	
200	Employee Benefits	\$778,739	\$791,751	\$59	\$791,809	
300	Purchased Services	\$717,979	\$714,404	\$1,296	\$715,700	
400	Energy Services	\$7,500	\$7,500	\$0	\$7,500	
500	Material and Supplies	\$73,647	\$84,119	\$650	\$84,769	
600	Capital Outlay	\$291,579	\$296,556	(\$300)	\$296,256	
700	Other	\$67,600	\$70,732	\$1,000	\$71,732	
7800	Pupil Transportation Services					
100	Salaries	\$7,020,931	\$7,025,332	(\$2,430)	\$7,022,903	
200	Employee Benefits	\$2,615,148	\$2,615,998	(\$9)	\$2,615,989	
300	Purchased Services	\$487,393	\$547,853	\$3,795	\$551,647	
400	Energy Services	\$1,050,838	\$967,020	\$0	\$967,020	
500	Material and Supplies	\$1,270,345	\$1,291,096	(\$96)	\$1,291,000	
600	Capital Outlay	\$194,500	\$216,968	\$0	\$216,968	
700	Other	\$185,051	\$185,051	\$0	\$185,051	
7900	Operation Of Plant					
100	Salaries	\$6,059,900	\$6,084,909	\$76	\$6,084,985	
200	Employee Benefits	\$2,697,896	\$2,702,750	\$8	\$2,702,757	
300	Purchased Services	\$7,194,691	\$7,257,790	(\$3,197)	\$7,254,592	
400	Energy Services	\$7,352,338	\$7,352,638	(\$337)	\$7,352,301	
500	Material and Supplies	\$611,837	\$604,408	\$3,328	\$607,735	
600	Capital Outlay	\$186,164	\$186,420	\$3,054	\$189,474	
700	Other	\$500	\$507	\$19	\$527	
8100	Maintenance Of Plant					
100	Salaries	\$3,155,857	\$3,155,857	\$0	\$3,155,857	
200	Employee Benefits	\$1,294,967	\$1,294,967	\$0	\$1,294,967	
300	Purchased Services	\$1,100,665	\$1,100,665	(\$8,000)	\$1,092,665	
400	Energy Services	\$133,209	\$133,209	\$0	\$133,209	
500	Material and Supplies	\$968,724	\$966,624	\$0	\$966,624	
600	Capital Outlay	\$272,542	\$274,642	\$8,000	\$282,642	
700	Other	\$15,000	\$15,000	\$0	\$15,000	
8200	Administrative Technology Svcs					
100	Salaries	\$1,171,940	\$1,181,685	\$0	\$1,181,685	
200	Employee Benefits	\$371,441	\$374,586	\$0	\$374,586	
300	Purchased Services	\$128,194	\$128,244	\$0	\$128,244	
400	Energy Services	\$7,000	\$7,000	\$0	\$7,000	
500	Material and Supplies	\$8,400	\$8,350	\$0	\$8,350	
600	Capital Outlay	\$306,515	\$306,515	\$0	\$306,515	
700	Other	\$1,000	\$1,000	\$0	\$1,000	
9100	Community Services					
100	Salaries	\$310,013	\$311,965	\$956	\$312,921	
200	Employee Benefits	\$156,536	\$156,924	\$190	\$157,115	
300	Purchased Services	\$0	\$127	\$0	\$127	
500	Material and Supplies	\$94,321	\$90,131	(\$1,146)	\$88,985	
600	Capital Outlay	\$1,500	\$5,695	\$0	\$5,695	
700	Other	\$31,050	\$31,120	\$0	\$31,120	
9200	Debt Service					
700	Other	\$0	\$112,500	\$0	\$112,500	
Total Expenses Function 6000 to 9900		\$109,009,008	\$109,558,580	\$54,063	\$109,612,641	



CLAY COUNTY DISTRICT SCHOOL

RESOLUTION TO AMEND DISTRICT BUDGET

**FISCAL YEAR 2021-2022
GENERAL FUND – ONE MILL
FUND 105**

DISCOVERING ENDLESS POSSIBILITIES

Clay County District Schools is an Equal Opportunity Employer.

SCHOOL BOARD OF CLAY COUNTY
RESOLUTION TO AMEND DISTRICT BUDGET
FISCAL YEAR 2021-2022
ONE MILL
FUND 105

Month Ending December 31, 2021

Function	Description	Adopted	Beginning Budget	Budget Adj	Working Budget
3400	Revenue from Local Sources				
000	Revenue	\$13,817,993	\$13,817,993	\$0	\$13,817,993
Total Revenue		\$13,817,993	\$13,817,993	\$0	\$13,817,993
7400	Facilities Aquisition & Const				
300	Purchased Services	\$0	\$0	\$0	\$0
500	Material and Supplies	\$0	\$0	\$0	\$0
600	Capital Outlay	\$5,197,232	\$5,197,232	\$0	\$5,197,232
7700	Central Services				
100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0
300	Purchased Services	\$3,000	\$3,000	\$0	\$3,000
7800	Pupil Transportation Services				
600	Capital Outlay	\$0	\$0	\$0	\$0
7900	Operation Of Plant				
100	Salaries	\$2,919,988	\$2,919,985	\$0	\$2,919,985
200	Employee Benefits	\$1,187,091	\$1,187,066	\$0	\$1,187,066
300	Purchased Services	\$749,106	\$749,107	\$0	\$749,107
400	Energy Services	\$62,000	\$62,000	\$0	\$62,000
500	Material and Supplies	\$88,915	\$88,914	\$0	\$88,914
600	Capital Outlay	\$325,306	\$325,306	\$0	\$325,306
700	Other	\$3,000	\$3,000	\$0	\$3,000
8100	Maintenance Of Plant				
100	Salaries	\$107,016	\$107,016	\$0	\$107,016
200	Employee Benefits	\$34,879	\$34,879	\$0	\$34,879
Total Expenses		\$10,677,533	\$10,677,504	\$0	\$10,677,504



CLAY COUNTY DISTRICT SCHOOL

RESOLUTION TO AMEND DISTRICT BUDGET

FISCAL YEAR 2021-2022

DEBT SERVICE

FUND 2XX

DISCOVERING ENDLESS POSSIBILITIES

Clay County District Schools is an Equal Opportunity Employer.

SCHOOL BOARD OF CLAY COUNTY
RESOLUTION TO AMEND DISTRICT BUDGET
FISCAL YEAR 2021-2022
DEBT SERVICE
FUND 2XX

Month Ending December 31, 2021

Fund	Function	Description	Obj	Description	Adopted	Beginning Budget	Budget Adj	Working Budget
210	3320	State Auto License CO and DS	000	Revenue	\$58,826	\$58,826	\$0	\$58,826
222	3340	Other State Revenues	000	Revenue	\$223,250	\$223,250	\$0	\$223,250
	3430	Interest Incl Profit On Inves	000	Revenue	\$617	\$617	\$0	\$617
290	3430	Interest Incl Profit On Inves	000	Revenue	\$81	\$81	\$0	\$81
	3630	Transfer From Capital Projects	000	Revenue	\$365,908	\$365,908	\$0	\$365,908
292	3430	Interest Incl Profit On Inves	000	Revenue	\$157	\$157	\$0	\$157
	3630	Transfer From Capital Projects	000	Revenue	\$3,940,863	\$3,940,863	\$0	\$3,940,863
293	3430	Interest Incl Profit On Inves	000	Revenue	\$30	\$30	\$0	\$30
	3630	Transfer From Capital Projects	000	Revenue	\$881,602	\$881,602	\$0	\$881,602
299	3630	Transfer From Capital Projects	000	Revenue	\$1,616,679	\$1,616,679	\$0	\$1,616,679
Total Revenue					\$7,088,013	\$7,088,013	\$0	\$7,088,013

210	9200	Debt Service	710	Redemption of Principal	\$58,450	\$58,450	\$0	\$58,450
			730	Dues and Fees	\$1,100	\$1,100	\$0	\$1,100
222	9200	Debt Service	710	Redemption of Principal	\$215,999	\$215,999	\$0	\$215,999
			730	Dues and Fees	\$0	\$0	\$0	\$0
290	9200	Debt Service	710	Redemption of Principal	\$360,908	\$360,908	\$0	\$360,908
			730	Dues and Fees	\$7,726	\$7,726	\$0	\$7,726
292	9200	Debt Service	710	Redemption of Principal	\$3,935,863	\$3,935,863	\$0	\$3,935,863
			730	Dues and Fees	\$5,000	\$5,000	\$0	\$5,000
293	9200	Debt Service	710	Redemption of Principal	\$876,602	\$876,602	\$0	\$876,602
			730	Dues and Fees	\$5,000	\$5,000	\$0	\$5,000
298	9200	Debt Service	730	Dues and Fees	\$0	\$0	\$0	\$0
299	9200	Debt Service	710	Redemption of Principal	\$1,615,559	\$1,615,559	\$0	\$1,615,559
			730	Dues and Fees	\$0	\$0	\$0	\$0
Total Expenses					\$7,082,207	\$7,082,207	\$0	\$7,082,207



CLAY COUNTY DISTRICT SCHOOL

RESOLUTION TO AMEND DISTRICT BUDGET

FISCAL YEAR 2021-2022 CAPITAL PROJECTS FUND 3XX

DISCOVERING ENDLESS POSSIBILITIES

Clay County District Schools is an Equal Opportunity Employer.

SCHOOL BOARD OF CLAY COUNTY
RESOLUTION TO AMEND DISTRICT BUDGET
FISCAL YEAR 2021-2022
CAPITAL PROJECTS
FUND 3XX

Month Ending December 31, 2021

Fund	Function	Description	Obj	Description	Adopted	Beginning Budget	Budget Adj	Working Budget
340	3430	Interest Incl Profit On Inves	000	Revenue	\$0	\$0	\$0	\$0
360	3320	State Auto License CO and DS	000	Revenue	\$1,300,000	\$1,300,000	\$0	\$1,300,000
370	3410	Taxes	000	Revenue	\$20,292,325	\$20,292,325	\$1,298,289	\$21,590,614
	3421	Tax Redemptions	000	Revenue	\$0	\$0	\$0	\$0
	3430	Interest Incl Profit On Inves	000	Revenue	\$2,000	\$2,000	\$0	\$2,000
	3733	Sale of Capital Asset	000	Revenue	\$50,000	\$50,000	\$0	\$50,000
380	3430	Interest Incl Profit On Inves	000	Revenue	\$1,000	\$1,000	\$0	\$1,000
	3490	Misc Local Resources	000	Revenue	\$9,500,000	\$9,500,000	\$0	\$9,500,000
391	3430	Interest Incl Profit On Inves	000	Revenue	\$0	\$0	\$0	\$0
392	3430	Interest Incl Profit On Inves	000	Revenue	\$2,700	\$2,700	\$0	\$2,700
394	3390	Miscellaneous State Revenues	000	Revenue	\$0	\$0	\$0	\$0
	3397	Charter School Capital Outlay	000	Revenue	\$796,000	\$796,000	\$0	\$796,000
	3430	Interest Incl Profit On Inves	000	Revenue	\$375	\$375	\$0	\$375
395	3390	Miscellaneous State Revenues	000	Revenue	\$46,500	\$46,500	\$0	\$46,500
	3430	Interest Incl Profit On Inves	000	Revenue	\$0	\$0	\$0	\$0
396	3410	Taxes	000	Revenue	\$14,000,000	\$14,000,000	\$0	\$14,000,000
	3430	Interest Incl Profit On Inves	000	Revenue	\$1,000	\$1,000	\$0	\$1,000
398	3430	Interest Incl Profit On Inves	000	Revenue	\$0	\$0	\$0	\$0
399	3430	Interest Incl Profit On Inves	000	Revenue	\$0	\$0	\$0	\$0
Total Revenue					\$45,991,900	\$45,991,900	\$1,298,289	\$47,290,189
340	7400	Facilities Aquisition & Const	670	Improvements other than Bldg	\$0	\$0	\$0	\$0
			680	Remodeling and Renovations	\$0	\$0	\$0	\$0
360	7400	Facilities Aquisition & Const	630	Buildings and Fixed Equip	\$2,967,195	\$2,967,195	\$0	\$2,967,195
			640	Furniture Fixtures & Equipment	\$0	\$0	\$0	\$0
			680	Remodeling and Renovations	\$0	\$0	\$0	\$0
	9200	Debt Service	730	Dues and Fees	\$0	\$0	\$0	\$0
370	7400	Facilities Aquisition & Const	630	Buildings and Fixed Equip	\$12,562,900	\$12,562,900	\$1,790,367	\$14,353,267
			690	Computer Software	\$0	\$0	\$0	\$0
			640	Furniture Fixtures & Equipment	\$142,854	\$242,854	\$0	\$242,854
			670	Improvements other than Bldg	\$3,111,219	\$3,235,719	\$34,000	\$3,269,719
			660	Land	\$1,625,000	\$1,625,000	\$0	\$1,625,000
			650	Motor Vehicles	\$0	\$0	\$0	\$0
			680	Remodeling and Renovations	\$14,339,987	\$14,115,487	\$0	\$14,115,487
	7800	Pupil Transportation Services	650	Motor Vehicles	\$166,255	\$166,255	\$0	\$166,255
			680	Remodeling and Renovations	\$400,000	\$400,000	\$0	\$400,000
	7900	Operation Of Plant	680	Remodeling and Renovations	\$0	\$0	\$0	\$0
	9200	Debt Service	710	Redemption of Principal	\$112,320	\$112,320	\$0	\$112,320
	9700	Transfer Of Funds	920	Transfers to Debt Service Fund	\$1,976,467	\$1,976,467	\$0	\$1,976,467
			910	Transfers to General Fund	\$4,286,792	\$4,286,792	\$0	\$4,286,792
380	7400	Facilities Aquisition & Const	630	Buildings and Fixed Equip	\$17,500,766	\$17,443,766	\$1,029,124	\$18,472,889
			640	Furniture Fixtures & Equipment	\$66,545	\$123,545	\$0	\$123,545
			680	Remodeling and Renovations	\$0	\$0	\$0	\$0
	9700	Transfer Of Funds	920	Transfers to Debt Service Fund	\$4,828,585	\$4,828,585	\$0	\$4,828,585
392	7400	Facilities Aquisition & Const	620	Audiovisual Materials	\$0	\$0	\$0	\$0
			630	Buildings and Fixed Equip	\$0	\$0	\$0	\$0
			690	Computer Software	\$747,044	\$708,955	(\$108,552)	\$600,404
			640	Furniture Fixtures & Equipment	\$814,282	\$848,029	(\$24,876)	\$823,154
			650	Motor Vehicles	\$161,455	\$165,797	\$0	\$165,797
			390	Other Purchased Services	\$0	\$0	\$69,800	\$69,800
			680	Remodeling and Renovations	\$0	\$0	\$0	\$0
			360	Rentals	\$0	\$0	\$63,627	\$63,627
	9200	Debt Service	710	Redemption of Principal	\$0	\$0	\$0	\$0
393	7400	Facilities Aquisition & Const	680	Remodeling and Renovations	\$0	\$0	\$0	\$0
394	9700	Transfer Of Funds	910	Transfers to General Fund	\$588,208	\$588,208	\$0	\$588,208
395	7400	Facilities Aquisition & Const	670	Improvements other than Bldg	\$350,476	\$350,476	\$0	\$350,476
396	7400	Facilities Aquisition & Const	630	Buildings and Fixed Equip	\$9,230,000	\$8,891,743	\$0	\$8,891,743
			670	Improvements other than Bldg	\$470,000	\$600,000	\$0	\$600,000

SCHOOL BOARD OF CLAY COUNTY
RESOLUTION TO AMEND DISTRICT BUDGET
FISCAL YEAR 2021-2022
CAPITAL PROJECTS
FUND 3XX

Month Ending December 31, 2021

Fund	Function	Description	Obj	Description	Adopted	Beginning Budget	Budget Adj	Working Budget
			790	Miscellaneous	\$0	\$0	\$358,098	\$358,098
			680	Remodeling and Renovations	\$9,800,000	\$10,008,257	\$0	\$10,008,257
398	7400	Facilities Aquisition & Const	670	Improvements other than Bldg	\$0	\$0	\$0	\$0
			680	Remodeling and Renovations	\$243,182	\$243,182	\$0	\$243,182
399	7400	Facilities Aquisition & Const	670	Improvements other than Bldg	\$30,644	\$50,316	\$0	\$50,316
			680	Remodeling and Renovations	\$389,487	\$369,815	\$0	\$369,815
Total Expenses					\$86,911,664	\$86,911,664	\$3,211,588	\$90,123,253

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CLAY COUNTY DISTRICT SCHOOL

RESOLUTION TO AMEND DISTRICT BUDGET

FISCAL YEAR 2021-2022

SPECIAL REVENUE – FOOD SERVICE

FUND 410

DISCOVERING ENDLESS POSSIBILITIES

Clay County District Schools is an Equal Opportunity Employer.

SCHOOL BOARD OF CLAY COUNTY
RESOLUTION TO AMEND DISTRICT BUDGET
FISCAL YEAR 2021-2022
SPECIAL REVENUE FOOD SERVICE
FUND 410
Month Ending December 31, 2021

Func	Obj	Description	Adopted	Beginning Budget	Budget Adj	Working Budget
National School Lunch Act						
3260	000	Revenue	\$17,630,500	\$17,630,500	\$0	\$17,630,500
Categorical State Sources						
3330	000	Revenue	\$145,000	\$145,000	\$0	\$145,000
Interest Incl Profit On Inves						
3430	000	Revenue	\$2,000	\$2,000	\$0	\$2,000
Food Services						
3450	000	Revenue	\$1,226,800	\$1,226,800	\$0	\$1,226,800
Misc Local Resources						
3490	000	Revenue	\$5,000	\$5,000	\$0	\$5,000
Total Revenue			\$19,009,300	\$19,009,300	\$0	\$19,009,300
Basic FEFP K-12						
5100	100	Salaries	\$0	\$0	\$0	\$0
	200	Employee Benefits	\$0	\$0	\$0	\$0
Food Services						
7600	100	Salaries	\$6,300,396	\$6,300,396	\$0	\$6,300,396
	200	Employee Benefits	\$3,151,187	\$3,151,187	\$0	\$3,151,187
	300	Purchased Services	\$238,709	\$238,709	\$0	\$238,709
	400	Energy Services	\$166,200	\$166,200	\$0	\$166,200
	500	Material and Supplies	\$8,531,282	\$8,570,282	\$0	\$8,570,282
	600	Capital Outlay	\$2,350,509	\$2,311,509	\$0	\$2,311,509
	700	Other	\$266,000	\$266,000	\$0	\$266,000
Central Services						
7700	100	Salaries	\$0	\$0	\$0	\$0
	200	Employee Benefits	\$0	\$0	\$0	\$0
Operation Of Plant						
7900	100	Salaries	\$0	\$0	\$0	\$0
	200	Employee Benefits	\$0	\$0	\$0	\$0
Total Expenses			\$21,004,283	\$21,004,283	\$0	\$21,004,283



CLAY COUNTY DISTRICT SCHOOL

RESOLUTION TO AMEND DISTRICT BUDGET

FISCAL YEAR 2021-2022
SPECIAL REVENUE – OTHER
FUND 42X

DISCOVERING ENDLESS POSSIBILITIES

Clay County District Schools is an Equal Opportunity Employer.

SCHOOL BOARD OF CLAY COUNTY
RESOLUTION TO AMEND DISTRICT BUDGET
FISCAL YEAR 2021-2022
SPECIAL REVENUE OTHER
FUND 42X
Month Ending December 31, 2021

Func	Obj	Adopted	Beginning Budget	Budget Adj	Working Budget
3201	Vocational Ed				
3201	Revenue	\$375,459	\$375,459	\$0	\$375,459
3220	Workforce Investment Act				
3220	Revenue	\$313,870	\$313,870	\$0	\$313,870
3226	Eisenhower Math And Science				
3226	Revenue	\$1,200,229	\$1,200,229	\$0	\$1,200,229
3230	I.D.E.A.				
3230	Revenue	\$8,651,800	\$8,665,677	\$0	\$8,665,677
3240	Title I - Elem & Secondary Edu				
3240	Revenue	\$6,263,343	\$6,553,342	\$0	\$6,553,342
3290	Other Federal Thru State				
3290	Revenue	\$95,000	\$95,000	\$0	\$95,000
3190	Other Federal Direct				
3190	Revenue	\$126,504	\$126,504	\$0	\$126,504
3430	Interest Incl Profit On Inves				
3430	Revenue	\$0	\$0	\$0	\$0
Total Revenue		\$17,026,205	\$17,330,081	\$0	\$17,330,081
5000	Instruction				
100	Salaries	\$5,599,896	\$5,677,304	(\$7,375)	\$5,669,929
200	Employee Benefits	\$2,052,936	\$2,105,042	\$0	\$2,105,042
300	Purchased Services	\$983,942	\$895,570	\$2,712	\$898,282
400	Energy Services	\$0	\$0	\$0	\$0
500	Material and Supplies	\$731,867	\$774,558	(\$33,429)	\$741,129
600	Capital Outlay	\$676,208	\$697,648	\$34,006	\$731,654
700	Other	\$59,099	\$63,099	\$0	\$63,099
6100	Student Personnel Services				
100	Salaries	\$981,385	\$992,374	\$0	\$992,374
200	Employee Benefits	\$356,280	\$368,039	\$0	\$368,039
300	Purchased Services	\$4,800	\$5,300	\$0	\$5,300
500	Material and Supplies	\$0	\$0	\$65	\$65
600	Capital Outlay	\$0	\$0	\$0	\$0
700	Other	\$0	\$0	\$0	\$0
6110	Social Work				
200	Employee Benefits	\$18,803	\$18,421	\$0	\$18,421
300	Purchased Services	\$612	\$612	\$0	\$612
700	Other	\$0	\$0	\$0	\$0
6120	Guidance Services				
100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0
6130	Health Services				

SCHOOL BOARD OF CLAY COUNTY
RESOLUTION TO AMEND DISTRICT BUDGET
FISCAL YEAR 2021-2022
SPECIAL REVENUE OTHER
FUND 42X
Month Ending December 31, 2021

Func	Obj	Adopted	Beginning Budget	Budget Adj	Working Budget
100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0
300	Purchased Services	\$0	\$0	\$0	\$0
500	Material and Supplies	\$0	\$0	\$0	\$0
600	Capital Outlay	\$0	\$0	\$0	\$0
6150	Parent Involvement				
100	Salaries	\$17,000	\$17,000	\$0	\$17,000
200	Employee Benefits	\$4,746	\$4,746	\$0	\$4,746
300	Purchased Services	\$108,510	\$110,720	(\$82)	\$110,638
500	Material and Supplies	\$32,163	\$30,602	\$2,270	\$32,871
600	Capital Outlay	\$0	\$0	\$0	\$0
700	Other	\$4,000	\$4,000	\$0	\$4,000
6200	Instructional Media				
500	Material and Supplies	\$0	\$0	\$0	\$0
600	Capital Outlay	\$9,668	\$7,368	\$1,805	\$9,173
6300	Inst & Curric Dev Services				
100	Salaries	\$1,470,369	\$1,441,899	(\$7,275)	\$1,434,624
200	Employee Benefits	\$439,380	\$413,208	\$0	\$413,208
300	Purchased Services	\$43,930	\$43,930	\$7,275	\$51,205
500	Material and Supplies	\$4,587	\$4,527	(\$503)	\$4,023
600	Capital Outlay	\$5,283	\$5,283	\$503	\$5,786
700	Other	\$13,350	\$13,350	\$0	\$13,350
6400	Inst Staff Training Services				
100	Salaries	\$1,148,414	\$1,372,254	\$0	\$1,372,254
200	Employee Benefits	\$324,573	\$384,473	\$0	\$384,473
300	Purchased Services	\$633,726	\$589,926	\$1,529	\$591,455
500	Material and Supplies	\$56,444	\$52,534	(\$1,500)	\$51,034
600	Capital Outlay	\$17,239	\$17,239	\$0	\$17,239
700	Other	\$87,093	\$87,093	\$0	\$87,093
6500	Instruction Related Technology				
300	Purchased Services	\$0	\$0	\$0	\$0
600	Capital Outlay	\$0	\$0	\$0	\$0
7200	General Administration				
700	Other	\$609,171	\$609,171	\$0	\$609,171
7300	School Administration				
100	Salaries	\$70,335	\$121,428	\$0	\$121,428
200	Employee Benefits	\$24,247	\$28,154	\$0	\$28,154
7400	Facilities Aquisition & Const				
600	Capital Outlay	\$0	\$0	\$0	\$0
7600	Food Services				
100	Salaries	\$0	\$0	\$0	\$0
7700	Central Services				
100	Salaries	\$14,400	\$14,400	\$0	\$14,400

SCHOOL BOARD OF CLAY COUNTY
RESOLUTION TO AMEND DISTRICT BUDGET
FISCAL YEAR 2021-2022
SPECIAL REVENUE OTHER
FUND 42X
Month Ending December 31, 2021

Func	Obj	Adopted	Beginning Budget	Budget Adj	Working Budget
200	Employee Benefits	\$2,748	\$2,748	\$0	\$2,748
300	Purchased Services	\$0	\$600	\$0	\$600
7800	Pupil Transportation Services				
100	Salaries	\$44,213	\$44,213	\$0	\$44,213
200	Employee Benefits	\$9,076	\$9,076	\$0	\$9,076
300	Purchased Services	\$52,102	\$52,102	\$0	\$52,102
400	Energy Services	\$313,630	\$250,098	\$0	\$250,098
7900	Operation Of Plant				
100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0
300	Purchased Services	\$0	\$0	\$0	\$0
500	Material and Supplies	\$0	\$0	\$0	\$0
600	Capital Outlay	\$0	\$0	\$0	\$0
8100	Maintenance Of Plant				
500	Material and Supplies	\$0	\$0	\$0	\$0
8200	Administrative Technology Svcs				
300	Purchased Services	\$0	\$0	\$0	\$0
9100	Community Services				
500	Material and Supplies	\$0	\$0	\$0	\$0
Total Expenses		\$17,026,225	\$17,330,109	\$1	\$17,330,108



CLAY COUNTY DISTRICT SCHOOL

RESOLUTION TO AMEND DISTRICT BUDGET

FISCAL YEAR 2021-2022

SPECIAL REVENUE

FEDERAL CARES ACT FUNDING

FUND 44X

DISCOVERING ENDLESS POSSIBILITIES

Clay County District Schools is an Equal Opportunity Employer.

SCHOOL BOARD OF CLAY COUNTY
RESOLUTION TO AMEND DISTRICT BUDGET
FISCAL YEAR 2021-2022
SPECIAL REVENUE OTHER
FUND 44X

Month Ending December 31, 2021

Func	Obj	Adopted	Beginning Budget	Budget Adj	Working Budget
3271	CARES Act ESSER				
3271	Revenue	\$10,658,926	\$15,258,988	\$0	\$15,258,988
3430	Interest Incl Profit On Inves				
3430	Revenue	\$0	\$0	\$0	\$0
Total Revenue		\$10,658,926	\$15,258,988	\$0	\$15,258,988
5000	Instruction				
100	Salaries	\$765,880	\$2,780,437	\$0	\$2,780,437
200	Employee Benefits	\$210,230	\$612,471	\$0	\$612,471
300	Purchased Services	\$2,132,928	\$2,506,593	\$0	\$2,506,593
500	Material and Supplies	\$1,925,073	\$2,420,391	\$0	\$2,420,391
600	Capital Outlay	\$15,857	\$697,007	\$0	\$697,007
6100	Student Personnel Services				
100	Salaries	\$4,126	\$85,999	\$0	\$85,999
200	Employee Benefits	\$820	\$17,109	\$0	\$17,109
300	Purchased Services	\$0	\$9,538	\$0	\$9,538
600	Capital Outlay	\$211,990	\$211,990	\$0	\$211,990
6130	Health Services				
500	Material and Supplies	\$7,310	\$7,310	\$0	\$7,310
600	Capital Outlay	\$2,781	\$2,781	\$0	\$2,781
6150	Parent Involvement				
500	Material and Supplies	\$5,912	\$5,912	\$0	\$5,912
6200	Instructional Media				
600	Capital Outlay	\$24,923	\$14,352	\$0	\$14,352
6400	Inst Staff Training Services				
100	Salaries	\$112,002	\$107,284	\$0	\$107,284
200	Employee Benefits	\$24,050	\$23,105	\$0	\$23,105
300	Purchased Services	\$973,712	\$1,147,547	\$0	\$1,147,547
500	Material and Supplies	\$23,993	\$31,993	\$0	\$31,993
600	Capital Outlay	\$17,453	\$17,453	\$0	\$17,453
6500	Instruction Related Technology				
600	Capital Outlay	\$654,342	\$654,342	\$0	\$654,342
7200	General Administration				
700	Other	\$314,325	\$446,761	\$0	\$446,761
7400	Facilities Aquisition & Const				
600	Capital Outlay	\$764,727	\$843,477	\$0	\$843,477
7700	Central Services				
100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0
500	Material and Supplies	\$2,275,000	\$2,260,277	\$0	\$2,260,277
600	Capital Outlay	\$0	\$50,000	\$0	\$50,000
7800	Pupil Transportation Services				
100	Salaries	\$41,427	\$111,427	\$0	\$111,427
200	Employee Benefits	\$8,364	\$22,294	\$0	\$22,294

SCHOOL BOARD OF CLAY COUNTY
RESOLUTION TO AMEND DISTRICT BUDGET
FISCAL YEAR 2021-2022
SPECIAL REVENUE OTHER
FUND 44X

Month Ending December 31, 2021

Func	Obj	Adopted	Beginning Budget	Budget Adj	Working Budget
400	Energy Services	\$0	\$20,361	\$0	\$20,361
7900	Operation Of Plant				
300	Purchased Services	\$9,972	\$20,617	\$0	\$20,617
500	Material and Supplies	\$124,603	\$120,090	\$0	\$120,090
600	Capital Outlay	\$7,135	\$10,079	\$0	\$10,079
8100	Maintenance Of Plant				
300	Purchased Services	\$0	\$0	\$0	\$0
500	Material and Supplies	\$0	\$0	\$0	\$0
Total Expenses		\$10,658,935	\$15,258,997	\$0	\$15,258,997

School Board of Clay County

February 3, 2022 - Regular School Board Meeting

Title

C15 - Approval of the 2022-2023 Payroll Calendars

Description

The adopted payroll calendar serves as the instrument for the reporting of employees for payroll purposes.

Gap Analysis

Section V (5.04) of the School Board of Clay County rules states that the School Board shall annually adopt a payroll calendar for pay periods and paydays for the employees of the Board. Approval of a calendar is necessary to be in compliance with this rule.

Previous Outcomes

All proposed 2022-2023 payroll calendars are developed based on approved work calendars which were adopted on December 9, 2021.

Expected Outcomes

Proposed calendars should be approved by the school board.

Strategic Plan Goal

Ensure effective, equitable, and efficient use of resources.

Recommendation

Approve the 2022-2023 payroll calendars.

Contact

Dr. Susan Legutko, Assistant Superintendent of Business Affairs, ext. 66721, susan.legutko@myoneclay.net

Financial Impact

Review Comments

Attachments

School Board of Clay County

February 3, 2022 - Regular School Board Meeting

Title

C16 - Deletion of Certain Items Report - January, 2022

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 December, 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 - January, 2022 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-January, 2022.pdf](#)

Clay County Public Schools
Monthly Deletion Report
For Month Ending: 01/31/2022

<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>
LCTN 0252 ORANGE PARK HIGH							
Surplus Sale	10000152	SYSTEM: WHEEL ALIGNMENT - HUNT	Furniture,Fixtures & Equipment	11/12/2009	01/05/2022	10,306.23	10,306.23
Junk/Parts	11000603	C/M/K - APPLE IMAC 21.5 " BF53	Furniture,Fixtures & Equipment	02/24/2011	01/05/2022	1,168.00	1,168.00
Surplus Sale	14001299	COMPRESSOR: AIR 10HP INGERSOLL	Furniture,Fixtures & Equipment	05/22/2014	01/05/2022	2,844.00	2,065.29
						14,318.23	13,539.52
LCTN 0271 MIDDLEBURG ELEMENTARY							
Surplus Sale	14001187	SERVER - POWEREDGE - DELL R720	Furniture,Fixtures & Equipment	04/10/2014	01/05/2022	3,800.00	3,800.00
						3,800.00	3,800.00
LCTN 0301 KEYSTONE HEIGHTS ELEMENTARY							
Surplus Sale	14001296	SERVER - POWEREDGE - DELL R720	Furniture,Fixtures & Equipment	04/10/2014	01/05/2022	3,800.00	3,800.00
						3,800.00	3,800.00
LCTN 0311 KEYSTONE HEIGHTS JR/SR HIGH							
Surplus Sale	00075196	WEIGHT MACHINE;SMITH MACHINE	Furniture,Fixtures & Equipment	06/13/2002	01/05/2022	2,406.00	2,406.00
						2,406.00	2,406.00
LCTN 0331 S BRYAN JENNINGS ELEMENTARY							
Surplus Sale	00055460	LAMINATING SYSTEM: 25 " GBC425	Furniture,Fixtures & Equipment	10/29/1996	01/05/2022	1,600.00	1,600.00
Surplus Sale	00083217	DEVICE:SMART BOARD W/STAND - S	Furniture,Fixtures & Equipment	04/28/2005	01/05/2022	1,362.50	1,362.50
Surplus Sale	12000426	LAMINATOR: CANTENA 65R	Furniture,Fixtures & Equipment	03/08/2012	01/05/2022	2,647.00	2,647.00
						5,609.50	5,609.50
LCTN 0352 LAKESIDE ELEMENTARY							
Junk/Parts	13000381	COPIER: DIGITAL - RICOH MP5002	Furniture,Fixtures & Equipment	03/14/2013	01/05/2022	4,715.00	4,265.95
						4,715.00	4,265.95
LCTN 0361 ORANGE PARK JR HIGH							
Surplus Sale	12000601	SERVER - POWEREDGE - DELL R710	Furniture,Fixtures & Equipment	04/12/2012	01/05/2022	6,363.50	6,363.50
						6,363.50	6,363.50
LCTN 0371 WILKINSON JR HIGH							
Surplus Sale	00090489	DEFIBRILLATOR:HEARTSTART FRX-P	Furniture,Fixtures & Equipment	12/14/2006	01/05/2022	1,150.00	1,150.00
Surplus Sale	00095692	RADIO: PORTABLE ASCEND ES - EF	Furniture,Fixtures & Equipment	09/11/2008	01/05/2022	2,175.00	2,175.00
Surplus Sale	17000066	SWITCH: NETWORKING DELL N2048P	Furniture,Fixtures & Equipment	09/08/2016	01/05/2022	1,130.90	457.75
						4,455.90	3,782.75
LCTN 0411 CLAY HILL ELEMENTARY							

Clay County Public Schools
Monthly Deletion Report
For Month Ending: 01/31/2022

<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>
Surplus Sale	15000853	CART: IPAD/TABLET-JAR SYSTEMS	Furniture,Fixtures & Equipment	06/04/2015	01/05/2022	2,371.06	2,371.06
						2,371.06	2,371.06
LCTN 0431 RIDGEVIEW HIGH SCHOOL							
Junk/Parts	00069637	DRYER:INDUSTRIAL 30LB.CAP SPEE	Furniture,Fixtures & Equipment	05/05/1998	01/05/2022	1,159.00	1,159.00
Junk/Parts	00070184	ELECTROPHORESIS EQUIP. PACK	Furniture,Fixtures & Equipment	03/27/1998	01/05/2022	1,600.00	1,600.00
						2,759.00	2,759.00
LCTN 0551 FLEMING ISLAND HIGH SCHOOL							
Junk/Parts	12000163	COPIER:COLOR W/FINISHER - RICO	Furniture,Fixtures & Equipment	11/10/2011	01/05/2022	5,161.00	5,161.00
Junk/Parts	12000196	COPIER:DIGITAL W/FEEDER-RICOH	Furniture,Fixtures & Equipment	11/10/2011	01/05/2022	3,246.00	3,246.00
Surplus Sale	AV005051	WHITEBOARD: 9 PERIOD MAGNETIC	Audiovisual	04/12/2007	01/05/2022	1,918.00	0.00
						10,325.00	8,407.00
LCTN 0651 PLANTATION OAKS ELEMENTARY							
Surplus Sale	09000760	CAMCORDER - PANASONIC AG-DVC20	Furniture,Fixtures & Equipment	07/23/2009	01/05/2022	1,199.00	1,199.00
						1,199.00	1,199.00
LCTN 0661 OAKLEAF HIGH SCHOOL							
Junk/Parts	11000278	DRUMS: QUINT MARCHING SET-YAMA	Furniture,Fixtures & Equipment	11/10/2010	01/05/2022	1,237.00	1,237.00
Junk/Parts	11000279	DRUMS: QUINT MARCHING SET-YAMA	Furniture,Fixtures & Equipment	11/10/2010	01/05/2022	1,237.00	1,237.00
						2,474.00	2,474.00
LCTN 9040 INFORMATION AND TECH SERVICES							
Surplus Sale	00092168	SERVER: POWEREDGE 2950 - DELL	Furniture,Fixtures & Equipment	05/24/2007	01/05/2022	5,496.07	5,496.07
Surplus Sale	00092197	SERVER: POWEREDGE 2950 - DELL	Furniture,Fixtures & Equipment	05/24/2007	01/05/2022	5,496.07	5,496.07
Surplus Sale	00096076	SERVER: POWEREDGE(2 PARTS) W/D	Furniture,Fixtures & Equipment	07/24/2008	01/05/2022	12,995.00	12,995.00
Surplus Sale	09000743	SERVER-BLADE - DELL POWEREDGE	Furniture,Fixtures & Equipment	06/25/2009	01/05/2022	13,577.66	13,577.66
Surplus Sale	09000744	SERVER-BLADE - DELL POWEREDGE	Furniture,Fixtures & Equipment	06/25/2009	01/05/2022	13,577.66	13,577.66
Surplus Sale	09000745	SERVER-BLADE - DELL POWEREDGE	Furniture,Fixtures & Equipment	06/25/2009	01/05/2022	13,577.66	13,577.66
Surplus Sale	09000747	SERVER-BLADE - DELL POWEREDGE	Furniture,Fixtures & Equipment	06/25/2009	01/05/2022	13,577.66	13,577.66
Surplus Sale	09000774	SERVER - POWEREDGE R710	Furniture,Fixtures & Equipment	07/23/2009	01/05/2022	10,464.94	10,464.94
Surplus Sale	09000775	SERVER - POWEREDGE R710	Furniture,Fixtures & Equipment	07/23/2009	01/05/2022	10,464.94	10,464.94
Surplus Sale	09000776	SERVER - POWEREDGE R710	Furniture,Fixtures & Equipment	07/23/2009	01/05/2022	10,464.94	10,464.94
Surplus Sale	09000777	SERVER - POWEREDGE R710	Furniture,Fixtures & Equipment	07/23/2009	01/05/2022	10,464.94	10,464.94
Surplus Sale	09000778	SERVER - POWEREDGE R710	Furniture,Fixtures & Equipment	07/23/2009	01/05/2022	10,464.94	10,464.94
Surplus Sale	09000779	EQUALLOGIC - DELL PS6000XV	Furniture,Fixtures & Equipment	07/23/2009	01/05/2022	61,626.73	61,626.73

Clay County Public Schools
Monthly Deletion Report
For Month Ending: 01/31/2022

<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>
Surplus Sale	09000780	EQUALLOGIC - DELL PS6000XV	Furniture,Fixtures & Equipment	07/23/2009	01/05/2022	61,626.73	61,626.73
Surplus Sale	09000781	EQUALLOGIC - DELL PS6000XV	Furniture,Fixtures & Equipment	07/23/2009	01/05/2022	61,626.73	61,626.73
Surplus Sale	09000782	EQUALLOGIC - DELL PS6000XV	Furniture,Fixtures & Equipment	07/23/2009	01/05/2022	61,626.73	61,626.73
Surplus Sale	09000790	DRIVE ENCLOSURE-DELL POWERVAUL	Furniture,Fixtures & Equipment	07/23/2009	01/05/2022	32,171.40	32,171.40
Surplus Sale	10000128	SERVER-BLADE - DELL POWEREDGE	Furniture,Fixtures & Equipment	01/14/2010	01/05/2022	7,547.00	7,547.00
Surplus Sale	10000129	SERVER-BLADE - DELL POWEREDGE	Furniture,Fixtures & Equipment	01/14/2010	01/05/2022	7,547.00	7,547.00
Surplus Sale	10000302	EQUALLOGIC - DELL PS6510E	Furniture,Fixtures & Equipment	04/22/2010	01/05/2022	85,000.00	85,000.00
Surplus Sale	10001576	SERVER - POWEREDGE - DELL R710	Furniture,Fixtures & Equipment	06/10/2010	01/05/2022	8,995.47	8,995.47
Surplus Sale	11000157	REPORTER: IBOSS-ENTERPRISE IWF	Furniture,Fixtures & Equipment	08/12/2010	01/05/2022	3,295.00	3,295.00
Surplus Sale	11000553	SERVER-BLADE - DELL POWEREDGE	Furniture,Fixtures & Equipment	12/16/2010	01/05/2022	9,095.76	9,095.76
Surplus Sale	11000554	SERVER-BLADE - DELL POWEREDGE	Furniture,Fixtures & Equipment	12/16/2010	01/05/2022	9,095.76	9,095.76
Surplus Sale	11001050	SERVER - 6GB POWEREDGE - DELL	Furniture,Fixtures & Equipment	05/26/2011	01/05/2022	5,999.24	5,999.24
Surplus Sale	11001051	SERVER - 6GB POWEREDGE - DELL	Furniture,Fixtures & Equipment	05/26/2011	01/05/2022	5,999.24	5,999.24
Surplus Sale	11001052	SERVER - 6GB POWEREDGE - DELL	Furniture,Fixtures & Equipment	05/26/2011	01/05/2022	5,999.24	5,999.24
Surplus Sale	12000478	SERVER-BLADE - DELL POWEREDGE	Furniture,Fixtures & Equipment	03/08/2012	01/05/2022	6,505.10	6,505.10
Surplus Sale	13000329	SERVER: DELL POWEREDGE R720	Furniture,Fixtures & Equipment	11/08/2012	01/05/2022	7,929.07	7,929.07
Surplus Sale	13000330	SERVER: DELL POWEREDGE R720	Furniture,Fixtures & Equipment	11/08/2012	01/05/2022	7,929.07	7,929.07
Surplus Sale	13000331	SERVER: DELL POWEREDGE R720	Furniture,Fixtures & Equipment	11/08/2012	01/05/2022	7,929.07	7,929.07
Surplus Sale	13000332	SERVER: DELL POWEREDGE R720	Furniture,Fixtures & Equipment	11/08/2012	01/05/2022	7,929.07	7,929.07
Surplus Sale	13000333	SERVER: DELL POWEREDGE R720	Furniture,Fixtures & Equipment	11/08/2012	01/05/2022	7,929.07	7,929.07
Surplus Sale	13000334	SERVER: DELL POWEREDGE R720	Furniture,Fixtures & Equipment	11/08/2012	01/05/2022	7,929.07	7,929.07
Surplus Sale	13000335	SERVER: DELL POWEREDGE R720	Furniture,Fixtures & Equipment	11/08/2012	01/05/2022	7,929.07	7,929.07
Surplus Sale	13000336	SERVER: DELL POWEREDGE R720	Furniture,Fixtures & Equipment	11/08/2012	01/05/2022	7,929.07	7,929.07
Surplus Sale	13000337	SERVER: DELL POWEREDGE R720	Furniture,Fixtures & Equipment	11/08/2012	01/05/2022	7,929.07	7,929.07
Surplus Sale	13000339	SERVER: DELL POWEREDGE R720	Furniture,Fixtures & Equipment	11/08/2012	01/05/2022	7,929.07	7,929.07
Surplus Sale	13000387	LAPTOP: HP ELITEBOOK 8770W	Furniture,Fixtures & Equipment	12/20/2012	01/05/2022	1,958.62	1,958.62
Surplus Sale	13000635	SERVER - POWEREDGE - DELL R720	Furniture,Fixtures & Equipment	06/13/2013	01/05/2022	7,683.04	7,683.04
Surplus Sale	13000638	SERVER - POWEREDGE - DELL R720	Furniture,Fixtures & Equipment	06/13/2013	01/05/2022	7,683.04	7,683.04
Surplus Sale	13000639	SERVER - POWEREDGE - DELL R720	Furniture,Fixtures & Equipment	06/13/2013	01/05/2022	7,683.04	7,683.04
Surplus Sale	14000091	SERVER - DELL POWEREDGE R720	Furniture,Fixtures & Equipment	09/12/2013	01/05/2022	9,292.39	9,292.39
Surplus Sale	14000092	SERVER - DELL POWEREDGE R720	Furniture,Fixtures & Equipment	09/12/2013	01/05/2022	9,292.39	9,292.39
Surplus Sale	14000181	SERVER - DELL POWEREDGE R720	Furniture,Fixtures & Equipment	10/10/2013	01/05/2022	7,683.04	7,683.04
Surplus Sale	14000183	SERVER - DELL POWEREDGE R720	Furniture,Fixtures & Equipment	10/10/2013	01/05/2022	7,683.04	7,683.04
Surplus Sale	14000184	SERVER - DELL POWEREDGE R720	Furniture,Fixtures & Equipment	10/10/2013	01/05/2022	7,683.04	7,683.04

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<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>
Surplus Sale	14000185	SERVER - DELL POWEREDGE R720	Furniture,Fixtures & Equipment	10/10/2013	01/05/2022	7,683.04	7,683.04
Surplus Sale	14000186	SERVER - DELL POWEREDGE R720	Furniture,Fixtures & Equipment	10/10/2013	01/05/2022	7,683.04	7,683.04
Surplus Sale	14000187	SERVER - DELL POWEREDGE R720	Furniture,Fixtures & Equipment	10/10/2013	01/05/2022	7,683.04	7,683.04
Surplus Sale	14000188	SERVER - DELL POWEREDGE R720	Furniture,Fixtures & Equipment	10/10/2013	01/05/2022	7,683.04	7,683.04
Surplus Sale	14000189	SERVER - DELL POWEREDGE R720	Furniture,Fixtures & Equipment	10/10/2013	01/05/2022	7,683.04	7,683.04
Surplus Sale	14001292	SERVER - POWEREDGE - DELL R720	Furniture,Fixtures & Equipment	04/10/2014	01/05/2022	3,800.00	3,800.00
Surplus Sale	14001352	SERVER: DELL POWEREDGE R710	Furniture,Fixtures & Equipment	05/08/2014	01/05/2022	3,571.00	3,571.00
Surplus Sale	14001353	SERVER: DELL POWEREDGE R710	Furniture,Fixtures & Equipment	05/08/2014	01/05/2022	3,571.00	3,571.00
Surplus Sale	14001354	SERVER: DELL POWEREDGE R710	Furniture,Fixtures & Equipment	05/08/2014	01/05/2022	3,571.00	3,571.00
Surplus Sale	14001355	SERVER: DELL POWEREDGE R710	Furniture,Fixtures & Equipment	05/08/2014	01/05/2022	3,571.00	3,571.00
Surplus Sale	15000894	SERVER: DELL POWEREDGE M610	Furniture,Fixtures & Equipment	06/18/2015	01/05/2022	3,125.00	3,125.00
Surplus Sale	15000895	SERVER: DELL POWEREDGE M610	Furniture,Fixtures & Equipment	06/18/2015	01/05/2022	3,125.00	3,125.00
Surplus Sale	16000130	FILTER:WEB IBOSS SWG-14600-ASW	Furniture,Fixtures & Equipment	11/19/2015	01/05/2022	5,154.00	2,638.36
Surplus Sale	16000537	CISCO CATALYST 2960-X 48 PORT	Furniture,Fixtures & Equipment	02/25/2016	01/05/2022	3,122.00	3,122.00
Surplus Sale	17000016	SWITCH: NETWORKING DELL N2048P	Furniture,Fixtures & Equipment	09/08/2016	01/05/2022	1,130.90	457.75
Surplus Sale	17000030	SWITCH: NETWORKING DELL N2048P	Furniture,Fixtures & Equipment	10/13/2016	01/05/2022	1,130.90	444.28
Surplus Sale	17000040	SWITCH: NETWORKING DELL N2048P	Furniture,Fixtures & Equipment	09/08/2016	01/05/2022	1,130.90	457.75
Surplus Sale	17000048	SWITCH: NETWORKING DELL N2048P	Furniture,Fixtures & Equipment	09/22/2016	01/05/2022	1,130.90	444.28
Junk/Parts	18100256	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100271	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100255	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100258	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100260	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100249	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100328	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100254	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100324	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100267	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100244	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100240	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100252	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100261	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100266	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100298	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21

Clay County Public Schools
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[illegible]

Clay County Public Schools
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<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>
Junk/Parts	18100284	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100316	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100246	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100237	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100272	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100226	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100189	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100193	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100221	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100331	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100293	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100202	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100218	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100214	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100355	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100351	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100353	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100350	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100322	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100297	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100191	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100192	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100199	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100204	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100208	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100212	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100213	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100219	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100223	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100225	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100227	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100238	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100264	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100265	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21

Clay County Public Schools
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<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>
Junk/Parts	18100330	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100335	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100340	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100358	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100292	LAPTOP: DELL LATITUDE 7389	Furniture,Fixtures & Equipment	02/20/2018	01/05/2022	1,219.97	542.21
Junk/Parts	18100370	LAPTOP: DELL LATITUDE 7390	Furniture,Fixtures & Equipment	05/01/2018	01/05/2022	1,219.97	474.43
						895,658.05	829,356.69

Total Furniture	Total Vehicles	Total Audio Visual	Total Software	Totals for Deletion Report
958,336.24	0.00	1,918.00	0.00	960,254.24 890,133.97

Note:DECEMBER 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

February 3, 2022 - Regular School Board Meeting

Title

C17 - Keystone Heights Elementary School New Cafeteria/Classrooms 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

Utilizing the Construction Manager At-Risk model, the district benefits by having the contractor available during the design process to validate cost estimates and value engineer design details, which in turn streamlines the construction schedule.

Previous Outcomes

The district limits the risk of cost overruns with 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, D.E. Scorpio Corporation, dba Scorpio, as Construction Management At-Risk for the Keystone Heights Elementary School New Cafeteria/Classrooms project at a fixed fee for pre-construction services not to exceed \$48,000.00 (based on .40% of funds budgeted for the project) and 5.25% for construction services based on the total cost of work as determined by the guaranteed maximum price of the project.

Contact

Dr. Michael Kemp, Director of Facility Planning and Construction, (904) 336-6824, michael.kemp@myoneclay.net

Mrs. Bryce Ellis, Assistant Superintendent for Operations, (904) 336-6853, bryce.ellis@myoneclay.net

Financial Impact

As budgeted in the Educational Facilities Plan for \$678,000.00 (based on approximate total project construction cost of \$12M).

Review Comments

Attachments

🔗 [Scorpio CM Contract - KHE New Cafeteria.Classrooms.pdf](#)

**STANDARD FORM OF AGREEMENT
BETWEEN THE SCHOOL BOARD OF CLAY COUNTY, FLORIDA
AND
CONSTRUCTION MANAGER WHERE THE CONSTRUCTION MANAGER
IS ALSO THE CONSTRUCTOR ON AN AT RISK BASIS**

THIS AGREEMENT made this 3rd day of February in the year 2022 between the **SCHOOL BOARD OF CLAY COUNTY, FLORIDA**, hereinafter called the OWNER, and **D.E. Scorpio Corporation, dba Scorpio**, hereinafter called the CONSTRUCTION MANAGER,

That WHEREAS OWNER intends to construct a new cafeteria, renovation of existing cafeteria, drainage improvements and renovation of existing Media Center (Phase I of project) at Keystone Heights Elementary School, hereinafter called the project, and

WHEREAS the CONSTRUCTION MANAGER affirms he is properly qualified and licensed to render the professional services required by this agreement in the State of Florida and the County of Clay.

NOW, THEREFORE, the OWNER and the CONSTRUCTION MANAGER for the consideration of provisions, mutual promises, covenants and conditions hereinafter set for or recited, agree as follows:

- I. The CONSTRUCTION MANAGER agrees to perform, for the above named project, professional services as herein set forth and in accordance with the terms and conditions of this agreement.
- II. The OWNER agrees to compensate the CONSTRUCTION MANAGER for professional services rendered in accordance with the terms and conditions of this agreement as follows:
 - A. Preconstruction Services: This agreement specifies a fixed fee of **\$48,000.00** for preconstruction services which is based on **40%** of the budgeted funds for the cost of the work.
 - B. Construction Services: This agreement is to be on an at risk basis with a fee of **5.25%** of the cost of the work.
 - C. Period of Service: The CONSTRUCTION MANAGER shall commence work on the date of this agreement and shall Substantially Complete **January 31, 2024**. The project shall attain Final Completion thirty-five (35) days after the Substantial Completion date.
- III. The CONSTRUCTION MANAGER warrants that he has not employed or retained any company or person, other than a bona fide employee working solely for the CONSTRUCTION MANAGER, to solicit or secure this AGREEMENT, and that he has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide employee working solely for the CONSTRUCTION MANAGER, any fee, commission, percentage, gift, or any other consideration, contingent upon or resulting from the award or making of this AGREEMENT.

IV. The CONSTRUCTION MANAGER and OWNER agree that the TERMS AND CONDITIONS of this AGREEMENT, pages 1 through 13, are hereby made a part of this AGREEMENT as is included herein.

IN WITNESS WHEREOF the parties hereto have executed this AGREEMENT the day and year first above written.

THE SCHOOL BOARD OF CLAY
COUNTY, FLORIDA

By: _____
Mary Bolla, Chairman

WITNESSESS (As to School Board)

Attest:

David S. Broskie, Superintendent of Schools

CONSTRUCTION MANAGER

By: _____

WITNESSES (As to Construction Manager)

**TERMS AND CONDITIONS OF AGREEMENT BETWEEN
THE SCHOOL BOARD OF CLAY COUNTY, FLORIDA AND
CONSTRUCTION MANAGER**

ARTICLE I

GENERAL PROVISIONS

1.1 RELATIONSHIP OF PARTIES

- A. The Construction Manager accepts the relationship of trust and confidence established with the Owner by this agreement, and covenants with the Owner to furnish the Construction Manager's reasonable skill and judgment and to cooperate with the Architect in furthering the interests of the Owner. The Construction Manager shall furnish plan and specification review, value engineering, construction administration and management services and use the Construction Manager's best efforts to perform the project in an expeditious and economical manner consistent with the interests of the Owner. The Owner shall endeavor to promote harmony and cooperation among the Owner, Architect, Construction Manager, and other persons or entities employed by the Owner for the project.

ARTICLE II

CONSTRUCTION MANAGER'S RESPONSIBILITY

2.1 PRE-CONSTRUCTION PHASE

- A. The first responsibility of the Construction Manager is to assist the Owner and Architect in maintaining the cost of the project within the established budget of \$12,000,000.00 which is the total amount available for the cost of the work.
- B. The Construction Manager shall comply with all directives and instructions issued by the Owner and shall incorporate them into the project if within the terms and conditions of this agreement. He shall further comply with the Florida Building Code and State Requirements for Educational Facilities in effect at the time of entering into this agreement.
- C. If the Owner, Architect, and Construction Manager agree, the construction phase may commence before the pre-construction phase is completed, in which case both phases shall proceed concurrently.
- D. If needed, the Construction Manager, with the Architect, shall jointly schedule and attend regular meetings with the Owner in order to discuss and decide on alternatives to the current plans and specifications to reduce the project to within budget.
- E. The Construction Manager shall make recommendations to the owner and Architect regarding the phased issuance of plans and specifications to facilitate phased construction of the work, taking into consideration such factors as economies, time of performance, availability of labor and materials and provisions for temporary facilities.

- F. The Construction Manager shall seek to develop subcontractor interest in the project and shall furnish to the Owner for their information a list of possible subcontractors, including suppliers who are to furnish materials or equipment fabricated to a special design, from whom proposals will be requested for each principal portion of the work. The Owner will promptly reply in writing to the Construction Manager if either knows of any objection to such subcontractor or supplier. The receipt of such list shall not require the Owner to investigate the qualifications of proposed subcontractors or suppliers, nor shall it waive the right of the Owner or Architect later to object to or reject any proposed subcontractor or supplier.
- G. The Construction Manager shall comply with applicable laws, regulations and special requirements of the agreement documents regarding competitive bidding of subcontractors, suppliers and equal employment opportunity.
- H. Within **30** days after the Construction Manager receives final construction documents, the Construction Manager will submit its proposed guaranteed maximum price (GMP) to the Owner. The parties will agree, subject to Board approval, on the Contract Price as soon as practical after the Construction Manager submits the proposed guaranteed maximum price. The GMP proposal, to become an amendment to this agreement, will be presented to the School Board at the next available meeting for approval.

2.2 CONSTRUCTION PHASE

- A. This phase shall commence on the Owner's first authorization to the Construction Manager to award a subcontract or undertake construction work with the Construction Manager's own forces, or issue a purchase order for materials or equipment required for the work.
- B. The Owner is tax exempt from sales tax on the purchase of construction materials. The Owner has elected to exercise this right to purchase directly various construction materials, supplies, and equipment that may be a part of this Contract. Such direct purchase shall be without any additional cost to the Owner. The Owner shall, via Purchase Orders (PO), purchase the materials and the Construction Manager shall assist the Owner in the preparation of the purchase orders. The materials shall be purchased from the Vendors selected by the Construction Manager for the price originally negotiated by the Construction Manager. See project specifications for complete details and information.
- C. Those portions of the work that the Construction Manager does not customarily perform with the Construction Manager's own personnel shall be performed under subcontracts or by other appropriate agreements with the Construction Manager. The Construction Manager shall obtain bids from subcontractors and from suppliers of materials or equipment fabricated to a special design for the work. The bids shall be opened in the presence of and in a location agreed to by the Owner's representative. The Owner shall then determine, with the advice of the Construction Manager and subject to the reasonable objection of the Architect, which bids will be accepted. The Owner may designate specific persons or entities from whom the Construction Manager shall obtain bids; however, because the guaranteed maximum price has been established, the Owner may not prohibit the Construction Manager from obtaining bids from other qualified

bidders. The Construction Manager shall not be required to contract with anyone to whom the Construction Manager has reasonable objection.

- D. The Construction Manager shall schedule and conduct meetings at which the Owner, Architect, Construction Manager and appropriate subcontractors can discuss the status of the work. The Construction Manager shall prepare and promptly distribute meeting minutes.
- E. The Construction Manager shall provide monthly written reports to the Owner and Architect on the progress of the entire work. The Construction Manager shall maintain a daily log containing a record of weather, subcontractors working on the site, number of workers, work accomplished, problems encountered, and other similar relevant data as the Owner may reasonably require. The log shall be available to the Owner and Architect.
- F. The Construction Manager shall develop a system of cost control for the work, including regular monitoring of actual costs for activities in progress and estimates for uncompleted tasks and proposed changes. The Construction Manager shall identify variances between actual and estimated costs and submit the variances to the Owner at quarterly intervals.

ARTICLE III

OWNER'S RESPONSIBILITIES

3.1 INFORMATION AND SERVICES

- A. The Owner shall provide full information in a timely manner regarding the requirements of the project, the Owner's objectives for the project and any other aspect about the project the Construction Manager may request.

3.2 TESTS, SURVEYS, AND REPORTS

- A. The Owner shall provide, as requested by the Construction Manager, the following:
 - 1. Boundary Survey
 - 2. Topological Survey
 - 3. Environmental Survey
 - 4. Geotechnical Survey
 - 5. Soil Boring Report

3.3 OWNER'S DESIGNATED REPRESENTATIVE

- A. The Owner's designated representative is Michael Griffis.

ARTICLE IV

COMPENSATION AND PAYMENT FOR PRECONSTRUCTION PHASE SERVICES

The Owner shall compensate and make payment to the Construction Manager for preconstruction phase services as follows:

4.1 COMPENSATION

- A. For the services rendered during the preconstruction phase, \$48,000.00, which is .40% of the funds budgeted for the cost of the work.

4.2 PAYMENTS

- A. Payments for Preconstruction Services shall be submitted on the School District's Standard Payment Schedule and shall be made in proportion to services performed so that the compensation at the completion of each Phase shall equal the following percentages of the total basic fee:

Schematic Design Phase.....	10%
Preliminary Development Phase.....	30%
Final Documents Phase.....	70%
Submission of Guaranteed Maximum Price.....	100%

The School Board of Clay County will make payments based on Florida Statute 218, Timely Payment for Purchases of Construction Services.

ARTICLE V

COMPENSATION AND PAYMENT FOR CONSTRUCTION PHASE SERVICES

The Owner shall compensate the Construction Manager for construction phase services as follows:

5.1 COMPENSATION

- A. For the services rendered during the construction phase, the total fee based on the sum of the cost of the work.
- B. "Cost of the Work" means costs necessarily incurred by the Construction Manager in the performance of the Work including General Conditions. Such costs shall not be at rates higher than those customarily paid at the place of the Project except with the prior consent of the Owner. The Cost of the Work shall include only the following items:

1. Wages paid, and associated costs incurred by the Construction Manager for taxes, insurance, contributions, assessments and benefits required by law or collective bargaining agreement (and for personnel not covered by such agreements, customary benefits such as sick leave, medical and health benefits, holidays, vacations and pensions), for construction workers directly employed by the Construction Manager to perform construction of the Work at the Project site or, with the Owner's agreement, at off-site workshops.
2. Any travel and meals must be approved by the Owner.
3. Payments properly made by the Construction Manager to subcontractors for performance of portions of the Work, including any insurance and bond premiums incurred by subcontractors.
4. Costs, including transportation, inspection, testing, storage and handling, of materials, equipment and supplies incorporated or reasonably used in completing the Work.
5. Costs, less salvage value, of materials, supplies, temporary facilities, machinery, equipment and hand tools not customarily owned by the workers that are not fully consumed in the performance of the Work and which remain the property of the Construction Manager, including the costs of transporting, inspecting, testing, handling, installing, maintaining, dismantling and removing such items.
6. Rental charges and the costs of transportation, installation, minor repairs and replacements, dismantling and removal of temporary facilities, machinery, equipment and hand tools not customarily owned by the workers, which are provided by the Construction Manager at the Project site, whether rented from the Construction Manager or others, and incurred in the performance of the Work.
7. Cost of removal of debris and waste from the Project site.
8. The reasonable costs and expenses incurred in establishing, operating and demobilizing the site office, including the cost of facsimile transmissions, long distance telephone calls, postage and express delivery charges, telephone service, photocopying and reasonable petty cash expenses.
9. Premiums for insurance and bonds required by this Agreement or the performance of the Work.
10. Fuel and utility costs incurred in the performance of the Work.
11. Sales, use or similar taxes, tariffs or duties incurred in the performance of the Work.
12. Costs for permits, royalties, licenses, tests and inspections incurred by the Construction Manager as a requirement of the Contract Documents.
13. Costs incurred in preventing damage, injury or loss in case of an emergency affecting the safety of persons and property.

14. Other costs reasonably and properly incurred in the performance of the Work to the extent approved in writing by Owner.
15. Costs incurred by the Construction Manager to repair or correct defective, damaged or nonconforming Work, provided (a) such defect, damage or nonconformance was caused by the ordinary mistakes or inadvertence, and not the negligence, of the Construction Manager or its subcontractors; and (b) the costs associated with such defective, damaged or nonconforming Work are not recoverable from insurance or subcontractors.
16. Reasonable and necessary legal expenses arising from the Construction Manager's performance of the Work, provided such costs do not arise from (a) disputes between the Owner and the Construction Manager, or (b) the Construction Manager's breach of any agreement, including any provision of this Agreement.
17. The cost of defending suits or claims for infringement of patent rights arising from the use of a particular design, process, or product required by Owner, paying legal judgments against the Construction Manager resulting from such suits or claims, and paying settlements made with Owner's consent.
18. Construction Manager's on-site project management staff and off-site staff, to the extent such personnel provide services directly in furtherance of the Project.

5.2 PAYMENT

- A. Payment shall be made monthly following presentation of the Construction Manager's invoice and is to be in proportion to the work and services performed. The Owner will make payments based on Florida Statute 218, Timely Payment for Purchases of Construction Services.

5.3 GUARANTEED MAXIMUM PRICE

- A. The sum of the cost of the work and the Construction Manager's fee are guaranteed by the Construction Manager, subject to additions and deductions by changes in the work as approved by the Owner by change order. Costs which would cause the guaranteed maximum price to be exceeded shall be paid by the Construction Manager without reimbursement by the Owner.

5.4 CHANGES IN THE WORK

- A. No change to the scope of the work shall be made without approval of the Owner and the execution and approval of a change order through the School Board of Clay County.
- B. Changes in work that result in a cumulative increase in the Cost of Work of \$300,000.00 or more shall include additional Construction Manager's fee of 5.25% of said increase. Changes in work that result in a cumulative decrease in the cost of work of \$300,000.00 or more shall include a decrease in Construction Manager's fee of 5.25%. If the increase in cost of work is due to the fault of the Construction Manager then no additional Construction Manager fees shall be included.

- C. Changes in work that increase the Cost of Work and result in time extension of the project shall include additional costs for Construction Manager's General Conditions. General Conditions shall be itemized. Changes in work that decrease the Cost of Work, will not include a reduction in General Conditions unless there has been a reduction in the days approved for the project or Owner can demonstrate that such decrease will result in reduction in General Conditions or Owner can demonstrate that the decrease in cost of work without a reduction in General Conditions results in inequity to the Owner.

5.5 RETAINAGE

- A. Five percent (5%) shall be retained on all invoices for payment. Retainage shall be reduced to two and one half percent (2.5%) at Substantial Completion and paid in full at Final Completion.

5.6 FINAL PAYMENT

- A. Final payment shall be made by the Owner to the Construction Manager when (1) the contract has been fully performed by the Construction Manager; (2) a final application for payment and a final accounting for the cost of the work have been submitted by the Construction Manager and reviewed by the Owner; (3) a final certificate for payment has been issued by the Architect; and all (4) warranties, guarantees, and operating manuals have been received.

ARTICLE VII

LIQUIDATED DAMAGES

6.1 TIME OF COMPLETION

- A. In as much as failure to complete the project within the time fixed in the Agreement will result in substantial injury to the Owner, and as damages arising from such failure cannot be calculated with any degree of certainty, it is hereby agreed that if the project is not substantially completed, or within such further time, if any, as in accordance with the provisions of the contract documents shall be allowed for substantial completion, the Construction Manager shall pay to the Owner as liquidated damages for such delay, and not as a penalty, one thousand dollars (\$1,000.00) for each and every calendar day elapsing between the date fixed for substantial completion and the date such substantial completion is fully accomplished, and five hundred dollars (\$500.00) for each and every calendar day elapsing between date fixed for Final Completion and the date such Final Completion is fully accomplished. Said liquidated damages shall be payable in addition to any excess expenses or costs payable by the Construction Manager to the Owner under the provisions of the contract documents, except for Construction Manager's delays.
- B. This provision for liquidated damages for delay shall in no manner affect the Owner's right to terminate the contract. The Owner's exercise of the right to terminate shall not release the Construction Manager from his obligation to pay said liquidated damages in the amounts set out in the Agreement.

- C. It is further agreed that the Owner may deduct from the balance retained by the Owner under the provisions of Article 4 of the Agreement as the case may be, or such portion thereof as the said retained balance will cover.

ARTICLE VII

INSURANCE BONDS

7.1 INSURANCE

- A. Liability Insurance shall include all major divisions of coverage and be on a comprehensive basis including:
1. Premises Operations (including X, C, and U coverages as applicable).
 2. Independent Construction Manager's Protective.
 3. Products and Completed Operations.
 4. Personal Injury Liability with Employment Exclusion deleted. Hazards A, B, and C.
 5. Contractual, including specified provision for Construction Manager's obligation under Paragraph 2.18 (Specific reference to the Contract to be included).
 6. Owned, non-owned and hired motor vehicles.
 7. Broad Form Property Damage including Completed Operations.
 8. Employees as additional insured.
- B. The insurance shall be written for not less than the following limits, or greater if required by law:
1. Worker's Compensation:
 - a. State: Statutory
 - b. Employer's Liability: \$100,000.00 by accident
\$500,000.00 by Disease, Policy Limit
\$100,000.00 by Disease, Each Employee
 2. Comprehensive General Liability (Including Premises-Operations; Independent Construction Manager's Protective; Products and Completed Operation Broad Form) (Liability, Contractual Liability)
 - a. Bodily Injury
 1. Each Occurrence \$1,000,000.00
 2. Annual Aggregate \$2,000,000.00
 - b. Property Damage
 1. Each Occurrence \$1,000,000.00
 2. Annual Aggregate \$2,000,000.00
 3. Personal Injury
 - a. Each Occurrence \$1,000,000.00
 4. Completed Operations and Products Liability shall be maintained for one (1) year after final payment.
 5. Property Damage Liability Insurance shall include coverage for the following hazards: X, C, U.

6. Comprehensive Automobile Liability (including owned, non-owned, and hired vehicles): Combined Single Limit of Liability for Bodily Injury and Property Damage
 - a. Each Occurrence **\$1,000,000.00**
7. If an exposure exists, Aircraft Liability (owned and non-owned), with limits approved by the Owner shall be provided.

Insurance is to be written on a Commercial General Liability policy form, ACORD form 25S will be acceptable.

The Construction Manager shall not commence any work in connection with this Agreement until he has obtained all of the required types of insurance and such insurance has been approved by the Owner, nor shall the Construction Manager allow any Subcontractor to commence work until his insurance has been so obtained and approved. The Owner shall be named as Additional Insured on the Comprehensive General Liability policy. All insurance policies shall be with insurers qualified and doing business in Florida and having an A.M. Best Rating of A-VII or better.

The Construction Manager shall require the Subcontractor to provide Workmen's Compensation Insurance for all of the latter's employees unless such employees are covered by the protection afforded by the Construction Manager. Such insurance shall comply fully with the Florida Workmen's Compensation Law. In case any class of employees engaged in hazardous work under this Contract at the site of the project is not protected under the Workmen's Compensation Statute, the Construction Manager shall provide, and cause each Subcontractor to provide, adequate insurance satisfactory to the Owner for the protection of his employees not otherwise protected.

The Construction Manager shall be responsible for purchasing and maintaining an Owner's Protective Liability Insurance Policy.

Until work is completed and accepted by the Owner, the Construction Manager shall purchase and maintain property insurance upon the entire work at the site of the full insurable value thereof.

C. Builders Risk Insurance

Unless otherwise provided, the Construction Manager shall purchase and maintain, in a company or companies lawfully authorized to do business in the jurisdiction in which the Project is located, property insurance written on a builder's risk "all-risk" or equivalent policy form in the amount of the initial Contract Sum, plus value of subsequent Contract modifications and cost of materials supplied or installed by others, comprising total value for the entire Project at the site on a replacement cost basis without optional deductibles. Such property insurance shall be maintained, unless otherwise provided in the Contract Documents or otherwise agreed in writing by all persons and entities who are beneficiaries of such insurance, until final payment has been made. This insurance shall include interests of the Owner, the Construction Manager, Subcontractors and Sub-subcontractors in the Project.

The Construction Manager's attention is called to the fact that Builder's Risk Insurance usually excludes coverage of theft of materials and equipment stored on the site but not yet installed in the facility. Therefore, it shall be the responsibility of the Construction Manager to protect and to replace any loss of materials or equipment due to such theft, until final acceptance of the project.

The Builder's Risk policy is usually subject to a deductible on each and every loss. In event that a minimal deductible is required by the Insurer, the deductible portion of such loss, for materials or equipment installed in the facility, shall be the responsibility of the Owner; provided, however, such deductibles will be responsibility of the Construction Manager to the extent the loss is caused by the negligence or intentional misconduct of the Construction Manager, any of its Subcontractors or material suppliers, or any other person for whom the Construction Manager is responsible.

The Owner, at the Owner's option, may purchase and maintain such insurance as will insure the Owner against loss of use of the Owner's property due to fire or other hazards, however caused.

If the Owner requests in writing that insurance for risks other than those described herein or other special causes of loss be included in the property insurance policy, the Construction Manager shall, if possible, include such insurance, and the cost thereof shall be charged to the Owner by appropriate Change Order.

Before an exposure to loss may occur, the Construction Manager shall file with the Owner a copy of each policy that includes insurance coverages required by this Paragraph. Each policy shall contain all generally applicable conditions, definitions, exclusions and endorsements related to this Project. Each policy shall contain a provision that the policy will not be canceled or allowed to expire, and that its limits will not be reduced, until at least 30 days prior written notice has been given to the Owner.

The Owner as fiduciary shall have power to adjust and settle a loss with insurers unless one of the parties in interest objects in writing within five days after occurrence of loss to the Owner's exercise of this power; if such objection is made, the dispute shall be resolved through legal action

D. Certificates of Insurance

The certificates shall be dated, addressed to the Owner and shall set forth the following:

1. Name of Insured
2. Specific Job and Job Number
3. Name of Insurers
4. Number of Policy
5. Effective and Termination Dates
6. The Coverages and Limits
7. Statement that the insurer will mail notice to the Owner at least thirty (30) days prior to any material changes in provisions or cancellation of the policy.
8. The Clay County District School Board names as Additional Insured Party on Comprehensive General Liability Certificate Only.

School Board of Clay County

February 3, 2022 - Regular School Board Meeting

Title

C18 - Davis Demographics – Independent Services/Support Agreement for Clay County District Schools

Description

Davis Demographics and Planning (DDP) will provide managed demographic and data support services to include conducting an extensive annual school and student demographic study of Clay County and district schools. The study will geocode student address points from four years of district data, create and update streets, parcels, small planning areas, research and analyze demographic statistics of housing starts, population, household growth, birth rates and migration trends. In addition, DDP will create updated computer GIS maps from district, local, county, and other GIS sources and provide 10 years of comprehensive detailed student forecasts by residency. All maps, data, geocoding, student forecasts and student data will be entered in their proprietary SchoolSite planning software in which CCDS currently holds a license. Finally, the ATLAS interactive portal is included and will provide insight and interactive information into future housing development, demographic statistics, and student residency.

Gap Analysis

Clay County will be experiencing significant housing growth over the next 10 years. The school district must be prepared from a planning perspective to meet the correlated demand in student growth. A demographic study with managed service consulting support is needed to expand and enlarge our existing SchoolSite database to ensure accurate projections and forecasts are developed as we address redistricting due to anticipated growth and with the expected addition of 5-7 new schools in the next decade.

Previous Outcomes

Currently, in an annual agreement with this company for the use of both SchoolSite Tools which allows us to produce illustrative maps that produce layers containing demographic data in study areas for boundary re-alignment and forecasting; as well as, SchoolSite Locator, which allows stakeholders to geographically locate assigned schools based on address mapping technology.

Expected Outcomes

The demographic study and service support will assist our Planning Department with updating and improving our GIS capabilities for forecasting, geocoding student data, and more productive mapping applications.

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 the Independent Services Agreement (3-yr with annual renewable option) with Davis Demographics.

Contact

Lance Addison, Planning & Intergovernmental Relations, (904) 336-6852, lance.addison@myoneclay.net
Dr. Michael Kemp, Director, Facility Planning & Construction, (904) 336-6824, michael.kemp@myoneclay.net
Bryce Ellis, Assistant Superintendent Operations, (904) 336-6853, bryce.ellis@myoneclay.net

Financial Impact

The initial cost of the contract for the first year is \$56,000.00 and will be funded with General funds. Subsequent years 2 and 3 are \$49,000.00 per year.

Review Comments

Attachments

📎 [Davis Demographics Contract Review Form.pdf](#)

⌘ [Davis Demograpics Contract.pdf](#)

⌘ [Davis Demographic Study.pdf](#)

DRAFT

FOLLOW ALL PROCEDURES ON BACK OF THIS FORM

Contract # 220087
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: 1/12/2022

Name of Contract Initiator: LANCE ADDISON

Telephone #: 336-6852

School/Dept Submitting Contract: OPERATIONS

Cost Center #

Vendor Name: DAVIS DEMOGRAPHICS AND PLANNING

Contract Title: INDEPENDENT CONTRACTOR SERVICES AGREEMENT

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

Contract Term: 3 YEAR

Renewal Option(s): Annual for 1yrs Periods

Contract Cost: \$56,000.00 (1st year) ; \$49,000.00 SUBSEQUENT YEARS.

☒ BUDGETED FUNDS - SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT

Funding Source: Budget Line #

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

B78

Contract Revised per phone call w/ Bickner

Review Date

1/12/22

School Board Attorney

1/12/22

This was addressed & corrections

Review Date

1-12-22

Suggested to Bertie, 1-12-22 @

Other Dept. as Necessary

12:30 p.m.

Review Date

PENDING STATUS: ☐ YES ☐ NO

IF YES, HIGHLIGHTED COMMENTS ABOVE MUST BE CORRECTED BY INITIATOR

FINAL STATUS

☒ **APPROVED**

DATE: 1/13/2022



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" or "DISTRICT"), 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 [Davis Demographics & Planning, Inc.](#) (hereinafter referred to as "CONTRACTOR" or "DDP"), whose principal place of business is [11850 Pierce Street # 200, Riverside, CA 92505](#).

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 [Operations](#) 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:

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 to include A- (2,3,4,etc.) 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 to include A- (2,3,4,etc.), 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 to include A- (2,3,4,etc.), 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:

General Liability Policy:

\$1,000,000.00 per occurrence

\$2,000,000.00 aggregate

Auto Liability Policy:

\$1,000,000.00 combined single limit

\$5,000,000.00 (if charter or common carrier)

Worker's Compensation Policy:

\$100,000

**Exempt, need signed WCAF*

SBAO (1/11/2022) – Independent Contractor Services Agreement with DDP

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**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 (Exhibit # 3) 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:
 - a. 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.
 - b. 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.
 - c. Ensure all Agreement Data considered exempt under Chapter 119 are not disclosed except as authorized by law.
 - d. 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.
 - e. 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) Vendors/Consultants 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

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.

In the event of any conflict or inconsistency between the terms and conditions of this Agreement and any terms or conditions set forth in any other document relating to the transactions contemplated by this Agreement, the terms and conditions set forth in this Independent Contractor Services Agreement shall prevail.

SBCC'S Representative with CONTRACTOR is: LANCE ADDISON
School/Department Name: OPERATIONS - FPC - PLANNING
Mailing Address: 925 CENTER ST., G.C.S., FL 32043
Phone #: 904-336-6852 Email Address: lance.addison@myoneclay.net

Accepted and Agreed to:

SCHOOL BOARD OF CLAY COUNTY

By: _____

Print Name: _____

Title: _____

Date: _____

CONTRACTOR

By: G-H-D

Print Name: GREGORY H. DAVIS

Title: PRESIDENT

Date: 1/12/22

INDEPENDENT CONTRACTOR SERVICES AGREEMENT

APPENDIX

SPECIAL CONDITIONS

SOFTWARE / DATA: This Agreement is a contract for services including the licensing of any optional software. Software licensed as part of this Agreement is/are subject to the software license terms, if/when applicable. All report formats and software application programs remain the property of DDP. DISTRICT may make as many duplicates of any hard-copy maps and reports as may be deemed necessary for its business use. Unless clearly stated in this Agreement, due to various data licensing and copyright agreements, DISTRICT does not receive automatic access or use of any internal data or GIS map data, other than DISTRICT's own student record data provided to DDP. If data is made available and transferred to DISTRICT, it is expressly understood that such data developed by DDP, and/or licensed from, an outside data provider is for DISTRICT internal use only, and may not be reproduced, distributed or released by DISTRICT to any third parties without the written consent of DDP and the data provider.

OBLIGATIONS OF DISTRICT: DISTRICT employees will cooperate with DDP in the performance of services under this Agreement and will be available for consultation with DDP at reasonable times. DISTRICT shall provide, at no cost to DDP, DISTRICT data which is requested and required for providing the services of this Agreement. DISTRICT shall aid DDP in obtaining data from other public offices or agencies, local business firms, and private citizens whenever such data is necessary for the completion of the work outlined in this Agreement.

LIMITATIONS: DDP understands that time is of the essence in completing the work outlined in this Agreement. However, DISTRICT understands that DDP may be dependent upon the timely delivery of data from the DISTRICT as well as third parties and that all tasks may not be completed in the allotted time as may be specified in this Agreement, but will make all reasonable efforts to complete all tasks. DISTRICT understands that the work performed by DDP is based upon the best information available to DDP at the time of rendering services. DISTRICT also understands that DDP makes no guarantees for these services and DISTRICT hereby agrees. DISTRICT understands that the mapping databases and associated information licensed from third parties in the performance of this Agreement are detailed and complex products. DDP will make all reasonable efforts to bring these databases and products into compliance for accuracy standards within the industry, however DDP makes no warranties for these third-party data products and DISTRICT hereby agrees. DDP is acting as, and shall be considered, an independent contractor, and will be responsible for determining the sequence, method, details and manner in which it performs those services required. DDP assumes exclusively the responsibility for the acts of its employees or agents as they relate to the services to be provided during the course and scope of their employment under DDP. DISTRICT will not solicit for hire any current or former employee(s) of DDP's staff without the written permission of the President of Davis Demographics for a period of two years after completion of the services outlined in this Agreement, or any ongoing Agreements for services for additional work, whichever is later. In the event the foregoing provision is breached and has been determined by a Court or in agreement of the parties, liquidated damages equal to twenty-four (24) months of the employee's compensation plus any legal expenses associated with the enforcement of this provision shall be paid by DISTRICT to DDP.

TERMINATION: Upon termination, DDP shall stop work under the Agreement on the date and to the extent specified in the Notice of Termination. Transfer to the DISTRICT (to the extent allowed under Section Five of this Agreement) and deliver, in the manner, at the times and to the extent directed by the DISTRICT, the work in process on the effective date of the Notice of Termination. DDP shall be paid the annual fee for contract year the termination notice is received and if applicable the hourly rate for services received outside the annual services.

CONFIDENTIALITY: All communication and information obtained by DDP from the DISTRICT relating to this Agreement and all information developed by DDP under this Agreement are confidential. Should there be a need for DDP to maintain on its server(s) and/or other data storage media, personnel and/or student information protected by the Family Educational Rights and Privacy Act Regulations 34 CFR Part 99 (FERPA), DDP will take appropriate measures to ensure the security of said information and maintain its confidentiality according to applicable regulations. In addition, DDP acknowledges and agrees that, in the course of its Agreement with the DISTRICT, DDP will receive or have access to personal information. Personal information means information provided to DDP or to which access was provided to DDP by or at the direction of the DISTRICT in the course of DDP's performance under this Agreement that (a) identifies or can be used to identify an individual, including without limitation, names, addresses, or other unique identifiers or (b) can be used to authenticate an individual, including, without limitation, identification numbers or other sensitive information. DDP shall comply with this Agreement in its collection, receipt, transmission, storage, disposal, use and disclosure of personal information under its control or in its possession and shall remain liable to the DISTRICT and to any other person whose personal information is under its control or in its possession. In recognition of the foregoing, DDP agrees and covenants that it shall: (a) keep and maintain all personal information in strict confidence using such degree of care as is appropriate to avoid unauthorized access use or disclosure, including but not limited to security or data breach, malware intrusion or any other unauthorized access to such personal information; (b) shall not use, sell, rent, transfer or otherwise disclose or make available personal information for the benefit of anyone other than the DISTRICT; (c) at a minimum, DDP shall have in place safeguards for the protection of personal information which shall include limiting access to the DISTRICT information, securing business facilities, data centers, servers, back-up systems and computing equipment with information storage capability, as well as implementing network, database and platform security on computing equipment that are either owned by, used by or in the care or control of DDP.

INDEPENDENT CONTRACTOR SERVICES AGREEMENT
ATTACHMENT A
SCOPE OF SERVICES AND/OR PRODUCTS

1. **Description of Services and/or Products** (Annual Renewal and/or Additional Project Authorization shall append the Agreement as an executed Attachment A- (2,3,4,etc.), ie Attachment A-1, Attachment A-2, etc)

DDP shall provide professional services/products to include but not limited to demographic software/portal, demographic analysis, enrollment forecasting, facilities planning, committee and public meeting support, geographic information system (GIS) data development, GIS software, training or other services as requested. DDP shall annually perform services and/or provide licenses to software products as outlined below. Any additional work and/or meetings not specifically listed below and requested by the DISTRICT will be performed at an agreed upon Total Cost* through an Additional Project Authorization via an executed Attachment A- (2,3,4,etc.) and shall be governed by the terms of this Agreement.

ANNUAL DEMOGRAPHIC STUDY – Tasks Performed:

- Create computer GIS base maps from local county sources, other sources as needed
- Create/validate small planning areas, validate school locations, verify district boundary
- Provide four (4) years geocoding as needed (map the student data prior to preparing forecasts)
Utilize student data for Fall 2018, Fall 2019, Fall 2020, and Fall 2021.
- Perform research and analysis of other relevant demographic statistics for use in preparing enrollment forecast variables (i.e. historical birth data, migration trends, etc.)
- Provide Residential Housing Project information & timing
- Preparation of 10-year resident enrollment forecasts by grade level for each planning area, attendance zone and district-wide. A forecast for each year, up to ten years out
- THE ATLAS – Provide interactive portal throughout project, which communicates the progress of the project, along with dashboards, heat maps of student residency, various statistics, and many more kinds of interactive information.
ATLAS IS OFFERED AND INCLUDED FOR MULTI-YEAR (3-YEAR) CONTRACTS
- Draft and provide comprehensive reports including:
 - Relevant district background, past enrollment trends and demographic profile
 - Data sources and use with appropriate tables and charts
 - Discussion of forecast methodology
 - Enrollment projection results
 - Open enrollment reports illustrating impact of resident vs. attending enrollment
 - Appropriate maps illustrating existing planning areas and attendance zones, with thematic maps showing areas of growth, student density and socio-economic characteristics
- Provide two (2) Onsite visits**, one for housing research, the other for a presentation to the School Board at the conclusion of project. **onsite visits may be affected by current COVID-19 guidelines
- Provide maps, tables, charts etc. suitable for pasting into PowerPoint presentations
- Provide an attendance matrix of where students live versus where they attend school

2. **Term:** The term of this Agreement shall commence on **February 4, 2022** and continue until **February 3, 2025**, unless earlier terminated as set forth in Agreement. If agreed to in writing by both parties via an executed Attachment A- (2,3,4,etc.) no less than 30 days prior to the expiration of Agreement, the Agreement may be renewed for three (3) annual subsequent one (1) year period(s), for the same services/products outlined in Attachment A above and under all of the same terms and conditions. The executed Attachment A- (2,3,4,etc.) shall list the agreed upon Annual Renewal Fee not to exceed \$50,000 and the Annual Renewal Term.
3. **Fee:** The CONTRACTOR shall provide services and/or products described in Attachment A above, at the specified fee listed below and payable upon submission of year invoice at the beginning of year term. Year fee is non-refundable indicating a commitment by DDP to complete work outlined for specified year.

Year 1 Fee (2021 demographic study update) \$56,000

Year 2 Fee (2022 demographic study update) \$49,000

Year 3 Fee (2023 demographic study update) \$49,000

*Total Cost: Any additional work and/or meetings shall be performed at the agreed upon hourly rate of \$170.00 and if applicable travel expenses per section 7c of Agreement via an executed Attachment A- (2,3,4,etc) stating agreed upon Total Cost.

NOTIFICATION DOCUMENT

Waiver Requires Signature At Time Of Entrance On SBCC Property

Masks are Highly Encouraged and a signed COVID-19 Waiver will be required by all Vendors, Visitors, Volunteers, Non-Employees, Employees not drawing District pay at the time they are on campus, or others 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.

Participant/Vendor/Volunteer/Parent Signature

Date

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: DAVIS DEMOGRAPHICS AND PLANNING, INC.

Signature of Authorized Representative: 

Printed Name of Authorized Representative: GREGORY H. DAVIS

Title of Authorized Representative: PRESIDENT

Date: 1/12/22

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.

REQUIRED CONTRACT PROVISIONS FOR NON-FEDERAL ENTITY CONTRACTS UNDER FEDERAL AWARDS APPENDIX II to C.F.R. PART 200

(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.

RECORDS ACCESS AND RETENTION

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.

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:

DAVIS DEMOGRAPHICS AND PLANNING, INC.

Signature of Authorized Representative:



Print Name of Authorized Representative:

GREGORY H. DAVIS

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.

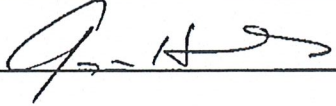
1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that 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: DAVIS DEMOGRAPHICS AND PLANNING, INC.

Printed Name GREGORY H. DAVIS

Signature: 

PRESIDENT
Title of Authorized Representative

Date: 1/12/22

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.

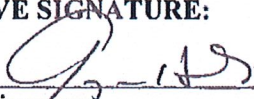
I certify that this firm complies fully with the above requirements.

CONTRACTOR NAME: DAVIS DEMOGRAPHICS AND PLANNING, INC.

AUTHORIZED CONTACTOR REPRESENTATIVE SIGNATURE:

GREGORY H. DAVIS
(Printed Name)

PRESIDENT
(Title)


(Signature)

1/12/22
(Date)

Exhibit # 2 (d)

NON-COLLUSION AFFIDAVIT

STATE OF FLORIDA)
COUNTY OF CLAY)

My name is (INSERT NAME GREGORY H. DAVIS). 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.

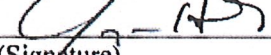
- 1) The firm's prices and amounts offered have been arrived at independently and without consultation, communication or agreement with any other contractor or respondent.
- 2) Neither the final nor approximate prices or amounts offered have been disclosed to any other firm or person who is a respondent 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 DAVIS DEMOGRAPHICS AND PLANNING, INC.) 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 DAVIS DEMOGRAPHICS AND PLANNING, INC.) 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: DAVIS DEMOGRAPHICS AND PLANNING, INC.

AUTHORIZED CONTACTOR REPRESENTATIVE SIGNATURE:

GREGORY H. DAVIS
(Printed Name)


(Signature)

PRESIDENT
(Title)

1/12/22
(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.

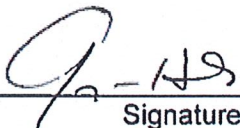
Contractor must disclose the names of any employees who are employed by Contractor who are also an employees of SBCC. Persons identified below may have obligations and restrictions applicable to them under Chapter 112, Florida Statutes.

Name of Contractor's Employee	SBCC Title or Position of Contractor's Employee	SBCC Department/School of Contractor's Employee
_____	_____	_____
_____	_____	_____
_____	_____	_____

Check one of the following and sign:

☒ I hereby affirm that there are no known persons employed by Contractor who are also an employee of SBCC.

☐ I hereby affirm that all known persons who are employed by Contractor who are also an employee of SBCC have been identified above.


Signature

DAVIS DEMOGRAPHICS AND PLANNING, INC.
Company Name

Exhibit # 3

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 Section 1002.22 and

Data-Sharing and Usage Agreement
Clay County District Schools (continued)

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.

Company: DAVIS DEMOGRAPHICS AND PLANNING, INC.

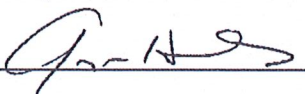
Clay County District Schools

Name: GREGORY H. DAVIS

Name: _____

Date: 1/12/22

Date: _____

Signature: 

Signature: _____



PROPOSAL FOR DEMOGRAPHIC STUDY

WITH GIS DATA HAND-OFF

TO EXPAND/ENLARGE EXISTING DATABASES

AT CLAY COUNTY SCHOOLS

Submitted by





COVER LETTER

Ms. Bryce Ellis
Assistant Superintendent for Operations
Clay County Schools

Dear Ms. Ellis:

We are pleased to submit a proposal for a comprehensive Demographic Study, which would greatly augment the GIS data currently owned/maintained by Clay County Schools. We have found this to be an exceptional way of implementing SchoolSite (or assisting with a personnel transition), since so much of your success with SchoolSite will rest on having great GIS data to start with. Having us do a demographic study first means that we would build all of the GIS data, generate the student forecasts, and then hand over all of that wonderful data to you (*at no charge*).

It's much easier to maintain GIS data than to build it from the ground floor. Then, with training, you can begin doing many of the same tasks we undertake. Remember, we are always available as a resource. You can choose to be a software-only client (that's Brevard, Sarasota, Collier) or you can have a hybrid model (that's Osceola, Flagler) where we still update GIS data, maybe even prepare full studies, yet you have the software in-house for extensive analysis, map-making, boundary tinkering, things like that. And with the integration of ArcGIS desktop and ArcGIS Online, you will have an extensive array of planning tools at your fingertips.

Helping school districts achieve exceptional planning is what we do, it's been our lifeblood for 28 years. We would be pleased to be of service to Clay County Schools!

Sincerely,



Ken Ward
Davis Demographics



Ken Ward



David Kaltz



Cassandra Riguls

STATEMENT OF QUALIFICATIONS AND EXPERIENCE

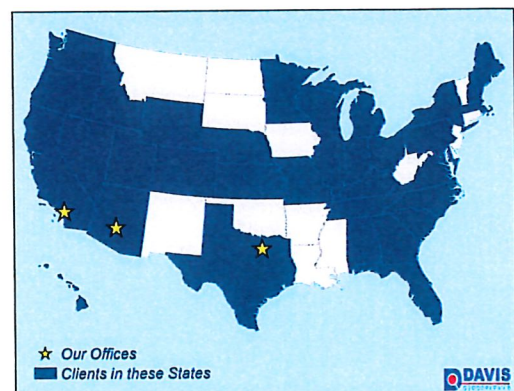
For over a quarter of a century Davis Demographics has been dedicated to providing Demographic Studies exclusively to school districts across the nation. Since our clientele is exclusively K-12 school districts, we firmly understand school district needs in planning and growth management. No K-12 Demographer has assisted more school districts nationwide over the past 28 years than Davis Demographics.

We have extensive experience working alongside district staff, county staff, supporting and facilitating committee meetings, conducting community forums, and guiding School Boards through complex issues. Many school districts think of our staff as part of their own planning team, and we've worked closely together with many of our clients for decades, earning and maintaining their trust.

The personnel of Davis Demographics are highly skilled Demographers, Analysts and Statisticians, holding degrees in Geography, Urban Planning, Land Management, and other fields. They are empowered with the most advanced analytical tools in the industry, including ESRI ArcGIS and Davis' exclusive SchoolSite software. With these tools and expertise, our team is able to dig deeper, leverage more data, discover more, process more, and accurately model and simulate more "What-If?" scenarios than any other Demographer.

Big, small. Urban, rural. Growing, declining. Davis Demographics has helped districts of all sizes and challenges

Davis Demographics has worked with hundreds of school districts all across the country. Every school district faces unique challenges in their area. However, odds are we have worked with a school district somewhere else in the U.S. that has dealt with similar issues such as you're facing. We currently serve school districts in 34 states, with services and software support.





Planning...based on your student data.

At Davis Demographics we never base our work solely on Census data or other outside community data. Why trust an out-of-date estimate (census data) about your whole community when you already have real up-to-date data about your actual student population? We use your real current and historical student data to create custom datasets that give you real insight into your students and schools.



<https://vimeo.com/234361962>

Planning...based on small neighborhood geography.

For over a quarter century Davis Demographics has been proving to school districts that planning is done best when based on where students LIVE rather than based on where students are ENROLLED. Once there's a clear understanding of where your students reside versus where they attend school, you begin to uncover patterns and insights likely never-before-seen in your student data and school mapping.

Planning...based on the world's #1 mapping software.

Esri Geographic Information System (GIS) mapping technology is the world standard. It provides more than 350,000 organizations — including thousands of school districts — with a better understanding of their district's data. Esri is used by your county and by nearly every county in the nation. Why is this important? Your local city, county, and state agencies all use Esri GIS software, making it easy to obtain data you need (parcels, streets, much more) for successful planning.

Planning...powered by SchoolSite software.

Our 30+ year history with ESRI has allowed us to build our SchoolSite school planning add-ons to Esri GIS. SchoolSite empowers school planners with powerful tools to take total control of the modifying factors in their student forecasts and create unlimited "What-If?" scenarios in the school zone redistricting process.

Planning...based on years of experience.

Davis Demographics' team has over 100 years of combined school planning experience with school districts ranging in size from 1,000 to 175,000 students. With over 28 years of experience and with clients currently in 34 states, our team has worked with school districts that are under every type of unique challenge. A majority of our clients are experiencing growth or decline in enrollment.

Planning...with accuracy.

School districts no longer need to settle for forecasts with a set of high-medium-low range that 'guarantee' accuracy because they are aiming for the broadside of a barn. Student forecasts are a lot like weather forecasts. Both glance into the future in order to inform you of how best to PLAN for the future. You couldn't plan your day with a weather forecast with high temperatures ranging somewhere between 45 and 95 degrees and you don't need to plan that way for the future of your district. Forecasts from Davis Demographics are well known for bullseye accuracy.

Planning...when you need it.

A up-to-date student forecast study is critical to the planning success of any school district experiencing growth, decline, or other challenges. The information derived from the report is of crucial value to decision-making that follows, particularly when it is location-based, as many decisions are. These location-based decisions include redistricting, school closure, building a new school, program placement, and much more. We will provide your district with all the data, maps, and reporting required within the expected time frame.

EXPERIENCE...with K12 school districts, their planning needs.

For 28 years, Davis Demographics has been doing ONE THING, and that is to assist public school districts with their planning efforts. Over the course of these 28 years, we have assisted hundreds of school districts with that very one thing, helping them with their planning and demographic needs. We've expanded to three offices, grown to a staff of 19, and have assisted school districts in 40 states. We're currently providing professional planning services in 22 states, and supporting users of our SchoolSite software in 35 states and Canada.

Each year, we concurrently work on dozens and dozens of school district projects that typically involve student forecasting, but may also involve student data analytics, school boundary adjustments, meetings, presentations, etc.

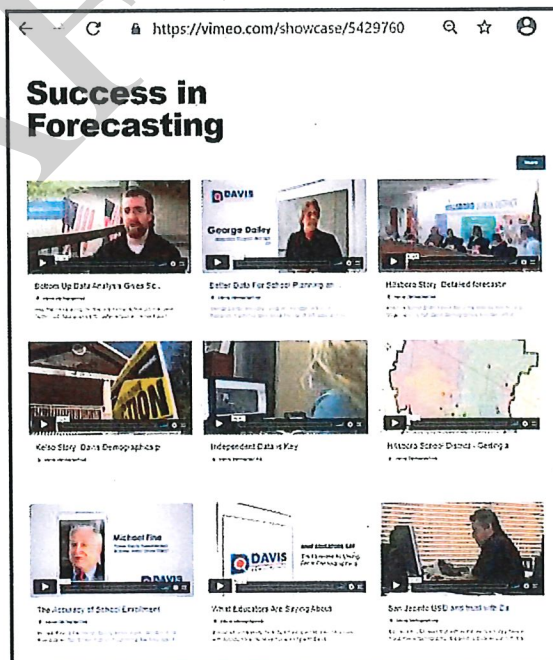
1-minute Testimonial Videos

<https://vimeo.com/showcase/5429760>


Success in Forecasting

<https://vimeo.com/showcase/5327996>

Attendance Boundary Changes



**Professional
Certifications
& Licensing**



DEMOGRAPHER certification
Unlike an Architect, Engineer, Contractor, etc. ...
There is NO CERTIFICATION required to be a Demographer
Basically, anyone can claim to be a Demographer. For this reason, it is particularly important to look at qualifications, experience and references when choosing a Demographer

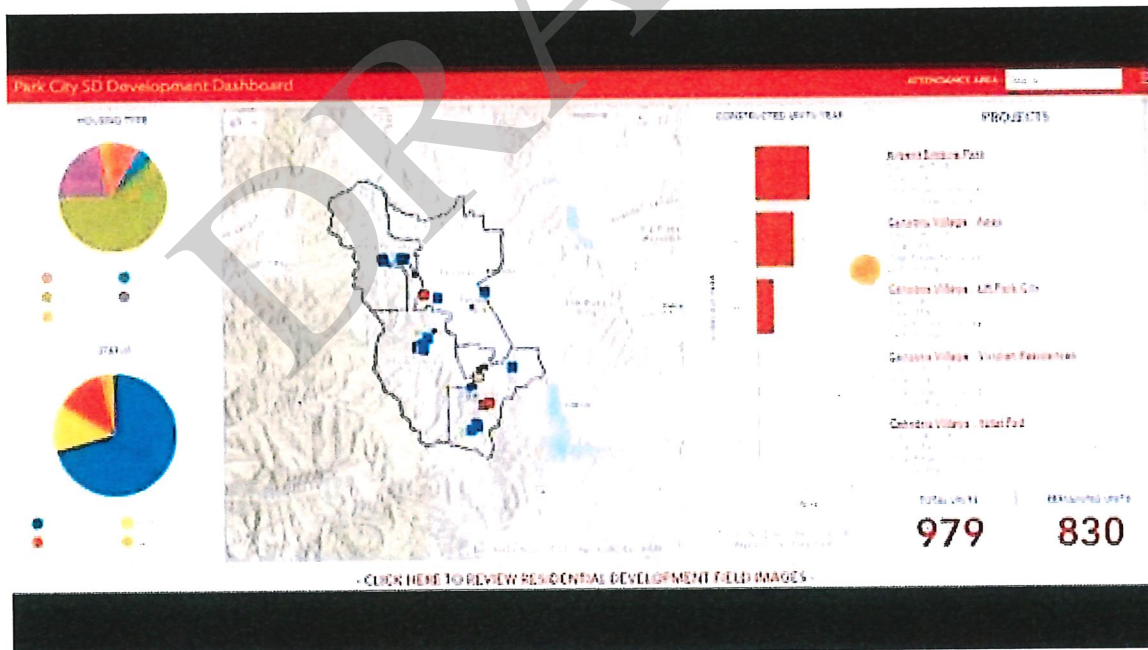
Included in Atlas!
See Page 8

Welcome to Your
Development
Dashboard Tutorial!

Residential Development Dashboard

Tracking your new housing starts has gone hi-tech.

Know instantly what's happening in your school district in terms of new housing.



[CLICK HERE](#) to launch this 3-minute video tour of new housing occurring in Park City, UT. This is the dashboard we have created and are providing to the school district client.

Davis Demographics is currently conducting a Demographic Study for Park City School District, UT.

Included in Atlas!
See Page 8

NEW HOUSING

AN IMPORTANT FACTOR IN FORECASTING

SINGLE FAMILY DETACHED

CONDOS/TOWNHOMES

APARTMENTS

Different Housing Types - Different Student Yields

Housing types help determine the generation rate (or yield factor) for number of students from each residence. Apartments generate more students than single-family detached homes. Small SFD homes generate more students than very large SFD homes. The precise numbers can come from the state, the district, the county, from a newly commissioned study, etc.

Single Family Detached new housing (image below) is still the most common type of new housing in most areas.



In recent years, Davis Demographics has been encountering housing types that were somewhat untraditional in the past.....but increasingly common now.

High Rise Condos

Fremont USD

Current client, demographic study



Row Houses

Hillsboro School District, Oregon

Current client, demographic study



NEWEST DELIVERABLE!

Davis Demographics is proud to have the industry's most advanced and innovative communication and reporting for your demographic study.



ATLAS is included with a multi-year Demographic Study contract

The Atlas provides you with data from your project as it is created by Davis Demographics' staff well before the final report is ready. For the first time, you can interact with your data, verify it, ask questions, and explore the district with the eyes of a demographer.

To view a sample Atlas, please type this link into a web browser or click the link and use the login credentials below when prompted to sign into ArcGIS Online.

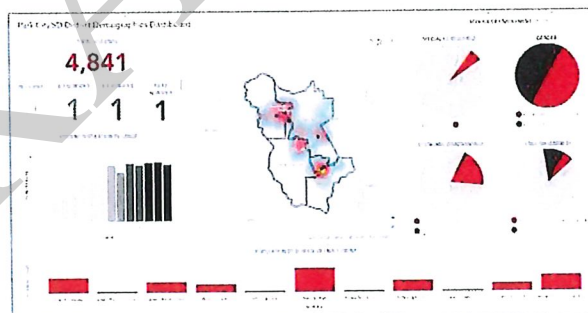
URL

tinyurl.com/4z24b38y

ArcGIS Online Credentials

Username: DavisPortal

Password: 265portal265



Your Atlas will be loaded with student, demographic, economic, housing, and many other types of data. This data will be presented in maps, tables, charts, and several dashboards (imagine the Johns Hopkins COVID dashboard we all saw in 2020 but with data about Clay County Schools). Your Atlas is also a communications tool between you and your Davis Demographics team. You can see the status of the project, schedule an appointment with the team, send a message, upload and verify data, and learn about Davis' methodology. All of the data and reporting about your facilities, district transfers, projections, housing and so much more will be prepared for you in the Atlas.

Your staff will be able to benefit from the data and analysis for the project well before the final report goes to the district leadership and governing board in early 2022. **The benefits of your investment could start as early as Fall 2021.**

MEET OUR *Staff*

Davis Demographics employs a staff of 20, with offices in Riverside CA, Dallas TX, and Phoenix AZ. In 28 years, we have grown to be the nation's premier K12 Demographer, having served hundreds of school districts in 40 states. We've partnered with Esri (GIS mapping) for over 30 years, longer than any other demographer. Esri tools and our own specialized school planning add-ons give us unrivaled geospatial analytic capabilities, with the unique "where" perspective so important to planning.



The personnel of Davis Demographics are highly-skilled Demographers, Analysts, and Statisticians, holding degrees in Geography, Urban Planning, Land Management, and other fields. They are empowered with the most advanced analytic tools in the industry, **including Esri ArcGIS and Davis' exclusive SchoolSite software.** With these tools and expertise, our team is able to dig deeper, leverage more data, discover more, process more, and accurately model and simulate the future of your school district...

...in ways that no other Demographer can.

SchoolSite was created by Davis Demographics, and is available exclusively from Davis Demographics. Bolster your existing GIS data to use with SchoolSite by investing in a demographic study from Davis Demographics. Training will be useful.....exceptional GIS data will be **HIGHLY USEFUL.**





PROJECT ACTIVITIES

Geocode district student data.

The first step in our demographic study is to geocode your student data. Using GIS, we take the address for each student and place them all on a map. This allows us to see where your students live and are concentrated. This is a meticulous process but it is the backbone of our analysis and your report.

Create district planning zones.

After we know where your students are concentrated, we break your attendance zones into smaller planning zones we call "study areas." These study areas are the "neighborhood-resolution" planning areas that provide much detail. Your forecasts are calculated at this small level and then added together to give school and district summaries by grade level. This allows greater accuracy and control than starting projections at the school or district level.

Research projection factors.

Working together with local planning agencies we will collect birth data and residential development data. Your project manager from Davis Demographics will come to your district to meeting with government planning agencies, home builders, and your district staff to conduct housing and other research on-site.

Geographic data analysis.

When all of these data sets come together they start to tell the story of your district. Our team expert of demographers and analysts will not only create your forecasts but also explore enrollment patterns and demographic makeup.

Prepare report and summaries.

A thorough and detailed report with all of our finding will be compiled for the district staff and Board Members. This report will include an executive summary, detailed maps, tables, and breakdowns of our methodology and your forecasts at the school and district level by grade.



Your students are the backbone

Davis Demographics team of GIS experts begins all of our forecasts by first geocoding your students. This is the process of placing your student data onto the globe. After we know where your students live and where they are concentrated we can then begin to create the small neighborhood planning zones where you forecasts will be created. These planning zones are based on your current school attendance boundaries, student concentrations, and features in the world that naturally divide neighborhoods (streets, rivers, railroad tracks, city boundaries, zip codes, trustee boundaries etc.)

Three main forecasting factors

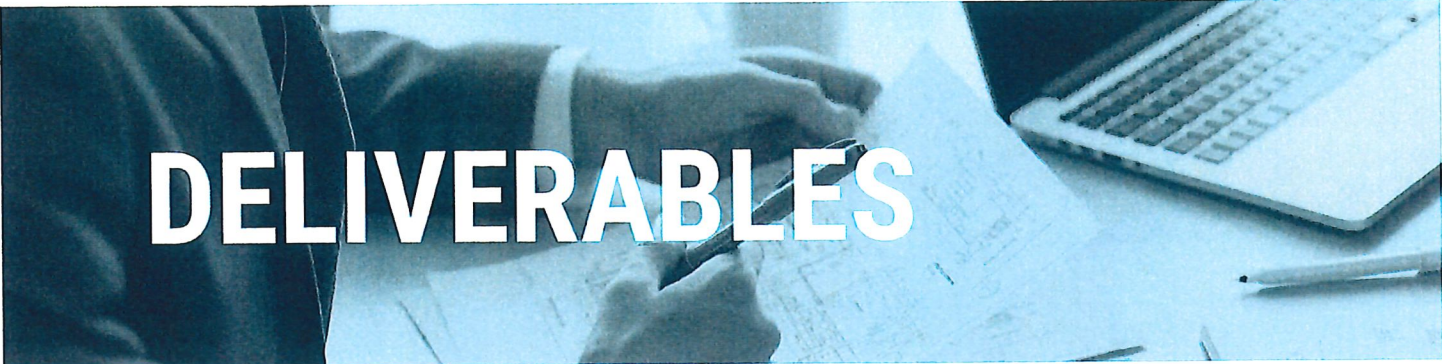
There are three main factors used in creating student forecasts: Birth data, student cohort mobility, and new residential housing development. These factors are gathered, researched, and created by the project manager assigned to your district. Your project manager will have an on-site visit with all the district, city, government and government planners that have a part to play in this process. Your project manager will also come to the area to meet with housing developers and to assess the current state of their projects.

Resident forecasts

Davis Demographics uses our proprietary planning software, SchoolSite, to pull these factors together to create 10-year resident student forecasts. In SchoolSite, forecasts are created for each of the small neighborhood planning zones. These small forecasts are then aggregated to the school and district levels. Our resident forecasts show you not only what growth to expect, but where. This allows the district to make long-term planning decisions about the future of your facilities.

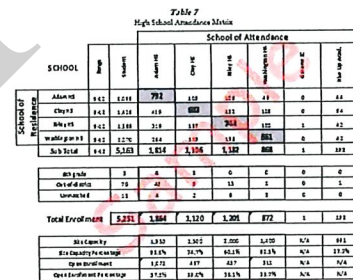
Presenting our findings

Following the completion of forecasts, your project manager will prepare a detailed demographic report complete with maps, summaries, and details of your forecasts and other district trends. Additionally, your project manager will prepare online maps and make a full presentation to the Board of Education. (assuming travel restrictions are lifted and social-distancing guidelines are eased).



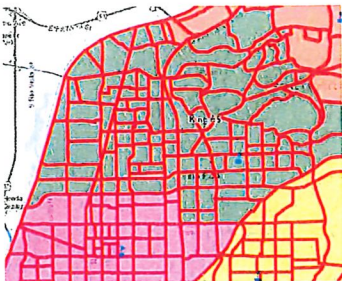
DELIVERABLES

Demography is the study of changes in populations. A demographic study from Davis Demographics is not an economic forecast or a study based on your district's community census as a whole: It is a study about your changing student population **based on your student data**. [Click on blue headings below for a sample of each deliverable.](#)



Attendance Matrix

(Attend/Reside Report) Powerful tool shows enrollment vs. residency, where students live (rows) vs. school of attendance (columns).



Board Presentation

At the conclusion the study and final report, your project manager will make a presentation to your School Board* summarizing the results.
(*contingent on current COVID guidelines).

BOUNDARY ZONES LET'S MAKE CHANGES

Redistricting tasks are not included with this proposal. We just want to demonstrate our expertise with this task, and let you know that this is a task WE can accomplish for you, or that YOU can undertake on your own with SchoolSite. You can outsource Redistricting tasks, to distance yourself from the process. Or you can be a Do-It-Yourself wizard with the tools of a professional demographer.

Success Stories - boundary changes



How to Redistrict K12 Schools With one Click

Andrew Nabors

Successfully used SchoolSite to conduct extensive boundary changes in his district of 45,000 students.

Clovis Unified School District, CA

<https://vimeo.com/349746955>



Testimonial - Vista USD Success in Boundary Planning

Donna Caperton

Successfully consulting with Davis Demographics (Davis did the work) to make boundary changes in her district of 21,000 students.

Vista Unified School District, CA

<https://vimeo.com/showcase/5327996>



Fayette County Public Schools

Steve Hill

Successfully consulting with Davis Demographics (Davis did the work) to make extensive boundary changes in his district of 42,000 students.

Fayette County Public Schools, KY

<https://vimeo.com/showcase/5327996>



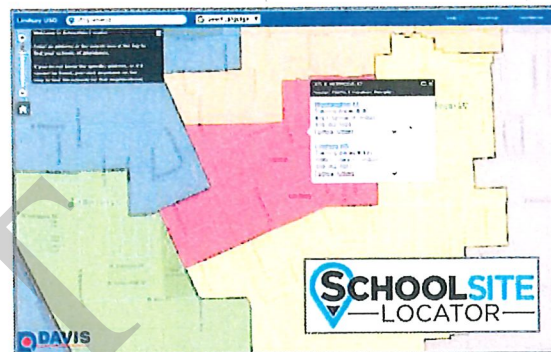
**Boundary Zone
ADJUSTMENTS**



SCHOOLSITE LOCATOR

Boundary Lookup application allowing input of addresses, and returning highly-accurate results. Boundary setup can be drawn to the highest level of accuracy, right down to the individual parcel. Results give school of assignment, school contact information, "out of district" if the address is outside LUESD. SchoolSite Locator is built on [Esri](#) GIS mapping technology, the best in the world. Esri GIS is used by Kings County and nearly every city/county/municipality in the U.S. That's why we've built SchoolSite Locator on Esri technology.

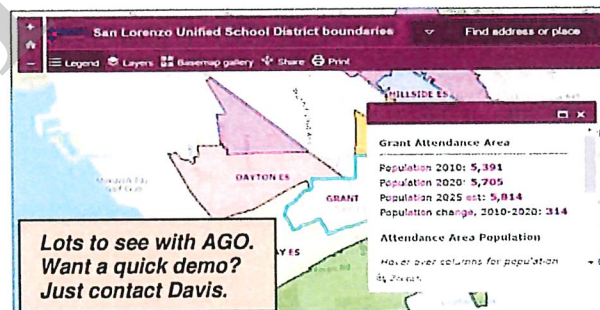
Samples:
[Lindsay USD](#) (pictured, right)
[Sanger USD](#)
[Kings Canyon USD](#)



ARCGIS ONLINE



"AGO" is a sophisticated web-based GIS. Versatile enough to be used by GIS professionals, user-friendly enough to be used by all the rest of us who are not GIS professionals. Analytics and mapping at your fingertips. AGO presents data in beautiful charts and tables, and intuitive clickable maps. Davis Demographics will "drive" this high-powered race car for you (we'll manage all the data).....you just hop in the car and experience the ride. You're going to be impressed.



BoundarEase

BoundarEase allows you to make changes to your school attendance boundaries quickly and easily. As you make changes, you will be given instant and dynamic feedback on the impact of the changes you are making. BoundarEase gives your boundary change process unlimited "what-if" potential.



ONLINE BOUNDARY PLANNING

You can take your boundary review process into your own hand with this online tool.



EASY TO USE

BoundarEase was made with you in mind. This online tool is powerful but simple to use.

**Premiering
December
2020**

BoundarEase is geared for the small-to-mid size school district.

Clay County Schools already has SchoolSite. You have the real power tool in your hands.

CASE EXAMPLES

Davis Demographics has served as the demographer for hundreds of school districts across the country. Below are three sample reports to reflect the work for different types and sizes of school districts.

PLEASE CLICK ON THE DISTRICT LOGO TO SEE A SAMPLE OF THEIR FINAL REPORT.



South Bend Community Schools Corporation

SOUTH BEND, INDIANA

South Bend paid special attention the racial equity when making decisions based on their demographic report.



FAYETTE COUNTY PUBLIC SCHOOLS

Fayette County Public Schools

LEXINGTON, KENTUCKY

Fayette is a large county school district.



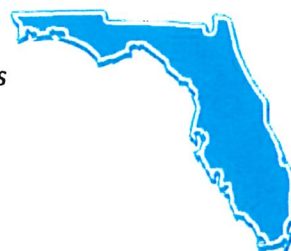
Pasadena Unified School District

PASADENA, CALIFORNIA

Pasadena USD had to make hard choices about what to do with under-enrolled schools.

REFERENCES

Davis Demographics has provided these districts with Student Forecasts (and other demographic services) as well as helping many of them implement our SchoolSite Planning software built on Esri ArcGIS.



Brevard County Schools

David Lindemann
Manager of Facilities Planning
(321) 633-1000 x463



Lindemann.david@brevardschools.org

David is a very proficient user of the SchoolSite software. He's also a familiar face at our School Planners Conference every summer, including being a guest presenter at the 2018 School Planners Conference hosted by Davis Demographics.

Collier County Schools

Amy Lockhart
Long-Range Planner
(239) 377-0254

lockha@collierschools.com



Chelsey Mora
GIS Planning Analyst
(239) 377-0315

moranc@collierschools.com



Amy received SchoolSite training in 2018. Chelsey was trained in early 2019. Both ladies attended the School Planners Conference in San Diego in June 2019.

Osceola County Schools

Rhonda Blake
Director of Planning Services
(407) 518-2954

Rhonda.Blake@osceolaschools.net



Osceola has used Davis Demographics services and SchoolSite software for 11 years (2008). Several planning staff have been trained in the use of SchoolSite over the years. Osceola currently relies on Davis Demographics for a number of consulting tasks.

Sarasota County Schools

Micki Ryan
Senior Planner
(941) 927-9000

Micki.ryan@sarasotacountyschools.net



Diane Cominotti
Planning Technician
(941) 927-9000 x69052

diane.cominotti@sarasotacountyschools.net



Sarasota County Schools has been using SchoolSite since early 2018. Micki and Diane are both trained users. Diane also attended the 2019 School Planners Conference in San Diego. Micki was the biggest fan of Davis Demographics at FEPA 2019.

Flagler County Schools

David Freeman
Director, School Planning
(386) 586-5192 x1224

freemand@flaglerschools.com



Patti Bott
District Planner
(386) 586-5192

bottp@flaglerschools.com



Flagler Schools receives consulting services from Davis Demographics (GIS data preparation + student forecasts), and the district also licenses Davis Demographics' SchoolSite software. They use SchoolSite and ArcGIS extensively for mapping and analysis, yet rely on Davis Demographics for the "heavy lifting" (keeping GIS data updated, preparing student forecasts).

[VIEW MORE >](#)

Browse through our gallery of video testimonials @ <https://vimeo.com/davisdemographics>



DELIVERABLES

Our fees are based on the time required for the overall project, and will be billed at the all-inclusive fixed rate of \$170.00 per hour. Any expenses for travel, meals, lodging, printing, and report production are included in this rate.

PROJECT DELIVERABLES

PRICE

Demographic Study / Student Forecasts / GIS Data Preparation

\$56,000

- Geocode student address points from district SIS download (4 yrs)
- Create/Update streets, parcels, small planning areas, create attend/reside reports, extensive GIS mapping
- Extensive Research/Analysis of housing starts, recent demographic information, population and household growth/decline.

*we don't merely purchase this housing data like some demographers do. We painstakingly research it ourselves, by sending our staff to your school district, and extensively research and report.

- 10 year comprehensive/detailed student forecasts by residency
Our Demographic Studies are more comprehensive, more detailed, and quite simply **more useful** than any other study prepared by another Demographer. We know this because we have heard it said to us over and over again, from school districts that have previously used another firm.

- Two on-site visits* with Clay County staff. (One at the start of the project and one upon completion to present our findings.)

(*subject to current COVID-19 guidelines)

- Final Report with methodology, data utilized, discussion of findings.
- All research and data compiled during the study (all the GIS data) shall be provided to Clay County Schools in GIS format, including new housing, enrollment migration, student points and density/heat-map.
- A variety of maps, tables, and charts suitable for copying/pasting into presentation programs such as PowerPoint.

Clay County Schools

50+ schools

39,000 students

Benefits from Demographic Study:

- Housing Research tracked into GIS
- All GIS data prepared and ready to hand over to Clay County Schools
- Detailed and accurate FORECASTS

1-year option: \$56,000

3-year option: \$56k (yr1), \$49k (yr2), \$49k (yr3) AND...includes ATLAS! (pages 6-8)



DELIVERABLES

Our fees are based on the time required for the overall project, and will be billed at the all-inclusive fixed rate of \$170.00 per hour. Any expenses for travel, meals, lodging, printing, and report production are included in this rate.

PROJECT DELIVERABLES

PRICE



Clay County Schools has an active license of SchoolSite. License is current through January 2022.



ArcGIS Online

Technically, if you have ArcGIS and SchoolSite, you can create/manage your own ArcGIS Online account. And about 1 percent of SchoolSite users probably do that.

We propose something different

Let Davis Demographics maintain your ArcGIS Online subscription. It's \$3,500 per year as a subscription. You'll get 3 licenses (a pilot and 2 passengers) and we'll keep one license (to be your co-pilot). Davis Demographics will add content to your account, publish interesting maps, show you how to access data and search for even more data. You really need to see a brief demo of this tool!

Demographic Study

that includes building a wealth of GIS data for Clay County Schools
\$56,000

**Demographic Study
+ ArcGIS Online:
\$59,500**

School Board of Clay County

February 3, 2022 - Regular School Board Meeting

Title

C19 - Pre-Qualification of Contractors

Description

Section 1013.46 of Florida Statutes requires School Boards to pre-qualify contractors prior to their being able to bid on construction projects for the district. The rules for pre-qualification are stipulated in the State Requirements for Educational Facilities (SREF). The attached list identifies the contractors to be approved this month. As this is an annual requirement, the attached list may contain both new contractors and contractors seeking to renew their pre-qualification status. Per Florida Statutes, only those contractors currently pre-qualified at the time of bidding may bid on a School Board construction project.

Gap Analysis

Contractor Pre-Qualification is an annual requirement.

Previous Outcomes

CCDS complies with contractor pre-qualification as required by Florida Statutes and SREF (State Requirements for Educational Facilities).

Expected Outcomes

CCDS will remain in compliance by certifying the contractors recommended for pre-qualification meet the requirements of Section 1013.46 FS, the State Requirements for Educational Facilities (SREF) and School Board Policy.

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 the attached Contractor Pre-qualification list.

Contact

Dr. Michael Kemp, Director of Facility Planning and Construction, (904) 336-6824, michael.kemp@myoneclay.net

Mrs. Bryce Ellis, Assistant Superintendent for Operations, (904) 336-6853, bryce.ellis@myoneclay.net

Financial Impact

None.

Review Comments

Attachments

☞ [Table for Board Backup Contractor Prequal, 2.3.22.pdf](#)

SBCC PRE-QUALIFIED CONTRACTORS

The following contractors are being submitted to the School Board for Contractor Pre-Qualification approval having met all requirements of Chapter 1013.46 F. S., as determined by the Pre-Qualification Committee consisting of Michael Kemp, Phil Hans, Bertie Staefe, Chris Deely-Isais and Beth Clark. The pre-qualification certification is valid for one year from the end of the month in which Board approval is obtained.

COMPANY	TRADE CATEGORY	BOND LIMIT	EXPIRATION DATE
Bill Williams Air Conditioning & Heating, Inc.	HVAC Contractor	\$10,000,000.00	February 28, 2023
B & G Refrigeration Company, Inc.	Electrical and Class A Air Conditioning Contractor	\$300,000.00	February 28, 2023
M. Gay Constructors, Inc.	General, Electrical, and Underground Utility & Excavation Contractor	\$2,000,000.00	February 28, 2023
T&T House Moving and Heavy Rigging, LLC	Building Contractor	\$300,000.00	February 28, 2023

School Board of Clay County

February 3, 2022 - Regular School Board Meeting

Title

D1 - Attorney Client Session pursuant to Florida Statute 286.011(8). THIS SESSION IS CLOSED TO THE PUBLIC AND TO ANYONE OTHER THAN THOSE PERSONS DESIGNATED IN FLORIDA STATUTE 286.011(8).

Description

This is an Attorney-Client session for the purpose of discussion of strategy regarding litigation expenditures and settlement negotiations, called pursuant to Florida Statute 286.011(8). This session is closed to the public and to anyone not expressly authorized to attend F.S.286.011(8). The Board members and their Attorney will discuss litigation strategy with regard to expenditures and settlement negotiations in the matter of Twyla Cotton vs. The School Board of Clay County, Florida. In attendance will be:

- J. Bruce Bickner, Attorney for the School Board
- Janice Kerekes, District 1 School Board Member
- Mary Bolla, District 2 School Board Member
- Beth Clark, District 3 School Board Member
- Tina Bullock, District 4 School Board Member
- Ashley Gilhousen, District 5 School Board Member
- David S. Broskie, Superintendent of Schools

This session will be recorded by a court reporter. It is expected that the session will last approximately 20 minutes after which the regular Board meeting will be reopened. THIS IS AN ACTION ITEM.

Gap Analysis

N/A

Previous Outcomes

N/A

Expected Outcomes

N/A

Strategic Plan Goal

N/A

Recommendation

N/A

Contact

J. Bruce Bickner, School Board Attorney

Financial Impact

Undetermined

Review Comments**Attachments**

School Board of Clay County

February 3, 2022 - Regular School Board Meeting

Title

D2 - Human Resources Special Action A

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**