

## School Board of Clay County

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

#### Invocation

#### Pledge of Allegiance

#### Call to Order

#### Recognitions and Awards

- [1. Schools Recognized as Model Schools for Positive Behavioral Interventions and Support](#)
- [2. Recognition of 2021-2022 School Related Employee of the Year and Teacher of the Year Semi-finalists](#)
- [3. Recognition of Academic Team Champions](#)

#### Presenters

#### School Showcase

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

#### Consent Agenda

##### Superintendent

- [4. C1 - Minutes of Student Discipline Hearings and Regular Meeting on December 9, 2021](#)
  - ☉ [2021 Dec 9 Student Hearings.pdf \(Confidential\)](#)
- [5. C2 - Controlled Open Enrollment \(COE\) Plan for the 2022-2023 School Year](#)
  - ☉ [Clay County District Schools COE Plan\\_ 2022-23 SY.pdf](#)
- [6. C3 - 2022 Exceptional Student Education Extended School Year \(ESY\) Calendar](#)
  - ☉ [Extended School Year Services \(ESY\) 2022 Summer Calendar.pdf](#)

##### Human Resources

- [7. C4 - Personnel Consent Agenda](#)
  - ☉ [Personnel Consent Agenda 1.6.2022.pdf](#)
- [8. C5 - Ratification of the 2022-2024 Master Contract between the Clay County Education Association and the Clay County School Board](#)

[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](#)

**Instruction-Academic Services**

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

☉ [Jan 2022 - Student Travel.pdf](#)

[11. 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](#)

**Instruction-Instructional Resources**

[12. C9 - 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**

[13. C10 - Proposed Allocation Changes for 2021-22](#)

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

**Business Affairs-Accounting**

[14. C11 - 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](#)

[15. C12 - Budget Amendment Report for October 31, 2021](#)

[16. C13 - Budget Amendment Report for November 30, 2021](#)

**Business Affairs-Property**

[17. C14 - Deletion of Certain Items Report - December, 2021](#)

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

**Business Affairs-Purchasing**

[18. C15 - BID Renewal](#)

[19. C16 - Faciltron, Inc. Online Facilities Rental Storefront Agreement](#)

☉ [220055 Faciltron Agreement SIGNED by Faciltron on 11\\_19\\_2021 & Addendum A SIGNED 10\\_6\\_2021.pdf](#)

**Operations-Facilities**

[20. C17 - Pre-Qualification of Contractors](#)

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

[21. C18 - Final \(Phase III\) Plans and Specifications for Spring Park Elementary School \(Previously Elementary School "R"\)](#)

[22. 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 located at Lake Asbury Elementary and Lake Asbury Junior High schools](#)

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

☉ [Interlocal Agreement for Sandridge Road Improvements 1.6.22.pdf](#)

**Adoption of Consent Agenda**

**CCEA Update**

**CESPA Update**

**Superintendent's Update and Presentations**

**Discussion Agenda**

**Superintendent**

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

**Human Resources**

[24. D2 - Human Resources Special Action](#)

**Business Affairs-Purchasing**

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**School Board Attorney Remarks**

**School Board Member Remarks**

**Adjournment**



## School Board of Clay County

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### January 6, 2022 - Regular School Board Meeting

**Title**

Schools Recognized as Model Schools for Positive Behavioral Interventions and Support

**Description**

Recognition of five (5) schools being recognized by the state of Florida PBIS Committee for being Schools of Resilience during an extremely difficult year. these schools have implemented a school-wide systematic approach to teaching and managing behavior in their schools.

**Gap Analysis**

**Previous Outcomes**

**Expected Outcomes**

**Strategic Plan Goal**

**Recommendation**

Recognition only.

**Contact**

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

**Financial Impact**

None

**Review Comments**

**Attachments**

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## School Board of Clay County

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### January 6, 2022 - Regular School Board Meeting

**Title**

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

**Description**

Recognizing the top ten semi-finalists for School Related Employee of the Year and Teacher of the Year

**Gap Analysis**

**Previous Outcomes**

**Expected Outcomes**

Recognizing the top ten semi-finalists for School Related Employee of the Year and Teacher of the Year

**Strategic Plan Goal**

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

**Recommendation**

Recognition only.

**Contact**

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

**Financial Impact**

None

**Review Comments**

**Attachments**

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School Board of Clay County

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January 6, 2022 - Regular School Board Meeting

**Title**

Recognition of Academic Team Champions

**Description**

Recognition of three (3) Academic Team Champions - Junior High, Junior Varsity, and Varsity.

**Gap Analysis**

**Previous Outcomes**

**Expected Outcomes**

**Strategic Plan Goal**

**Recommendation**

Recognition only.

**Contact**

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

**Financial Impact**

None

**Review Comments**

**Attachments**

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January 6, 2022 - Regular School Board Meeting

**Title**

C1 - Minutes of Student Discipline Hearings and Regular Meeting on December 9, 2021

**Description**

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

**Gap Analysis**

**Previous Outcomes**

**Expected Outcomes**

**Strategic Plan Goal**

**Recommendation**

Approve minutes as submitted.

**Contact**

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

**Financial Impact**

None

**Review Comments**

**Attachments**

[2021 Dec 9 Student Hearings.pdf \(Confidential\)](#)

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January 6, 2022 - Regular School Board Meeting

**Title**

C2 - Controlled Open Enrollment (COE) Plan for the 2022-2023 School Year

**Description**

The Clay County School District's Controlled Open Enrollment (COE) Plan is being brought to the School Board for approval for the 2022- 2023 school year. Florida Statute § 1002.31 directs each school district to develop a controlled open enrollment plan. The Clay County School Board has previously developed a policy to establish how students may attend schools outside of their attendance zone. The COE Plan will set the threshold capacity number to be used by the district in determining which schools have available capacity and will participate in open enrollment in 2022.

**Gap Analysis**

The Controlled Open Enrollment plan allows the Clay County School District to make student school assignments using the parent or guardians' indicated preferential school choice as a significant factor when capacity allows at specific, previously identified schools.

**Previous Outcomes**

In 2017, the Clay County School District administered Controlled Open Enrollment for the first time. Throughout Clay County, 11 schools had available capacity in 2017, 10 schools in 2018, 11 schools in 2019, 11 schools in 2020, 5 schools in 2021, and all schools enrolled new students as a result of COE. The number of applicants for each previous year is reflected in the chart below.

<b>COE Year</b>	<b>Number of Applicants</b>
<b>2017-2018</b>	<b>417</b>
<b>2018-2019</b>	<b>406</b>
<b>2019-2020</b>	<b>516</b>
<b>2020-2021</b>	<b>657</b>
<b>2021-2022</b>	<b>241</b>
<b>Total</b>	<b>2,237</b>

**Expected Outcomes**

For the 2022-23 Controlled Open Enrollment process, the Clay County School District aims to once again incorporate parental choice as a significant factor in student school assignment, where available capacity allows. Schools with available capacity will accept students based on the previously approved School Board policy for COE which identifies priority categories to be used when filling open seats. Should more students apply than seats available for any given school, the Clay County School District will conduct a random lottery selection process based on School Board policy.

**Strategic Plan Goal**

The Controlled Open Enrollment process furthers the district's strategic plan of Goal 3: Establish a respectful climate and culture that provides equity and access to all.

**Recommendation**

The School Board recommends approval of the Controlled Open Enrollment (COE) Plan for the 2022- 2023 school year

**Contact**

Terri Dennis, Chief of Staff, [terri.dennis@myoneclay.net](mailto:terri.dennis@myoneclay.net)

Karen McMillan, Coordinator of School Choice and Charter Schools, [karen.mcmillan@myoneclay.net](mailto:karen.mcmillan@myoneclay.net)

**Financial Impact**

No Financial Impact. Note: Students transferring to the Clay County School District from surrounding counties will bring a positive cash flow to our district based upon increased FTE dollars.

**Review Comments**

**Attachments**

📎 [Clay County District Schools COE Plan\\_2022-23 SY.pdf](#)

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**Clay County School District  
Controlled Open Enrollment Plan**

Clay County School District strives to provide parents an opportunity to choose the desired school for their children. In addition to the established attendance zone, Special Pupil Requests due to hardship and career academies, the Clay County School District will provide additional options for school assignment based on Controlled Open Enrollment in accordance with Florida Statute 1002.31. Controlled Open Enrollment (COE) provides parents and legal guardians of children and youth entering grades K-12 the opportunity to seek enrollment in a school other than the zoned school of attendance. Under this statute, parents/legal guardians currently residing in any school district in the State of Florida may select schools from a list identified by the Clay County School District as having available seats based upon published guidelines.

**I. Determination of Capacity**

During the 2022- 2023 school year, a school will be subject to Controlled Open Enrollment when the school’s enrollment is less than 80% of the permanent Florida Inventory of School House (FISH) capacity. This determination takes into account the rapid growth in Clay County. In order to allow the District to plan for future growth and establish efficient attendance zones and boundaries, a new school will not be subject to Controlled Open Enrollment until it has been in operation for three (3) years. Upon completion of the school’s third full year of operation, it will be included in the annual FISH calculation of available school capacity. The schools participating in Controlled Open Enrollment will be updated and posted on the School District’s website each year.

The following schools have available capacity for the specified number of seats for the 2022-23 school year.

<b>2022-2023 COE Schools</b>	<b>Available Seats</b>
<b>Elementary Schools (grades K-6)</b>	
Charles E. Bennett Elementary	35
Montclair Elementary	79
S. Bryan Jennings Elementary	61
<b>Total number of seats available in the district</b>	
	<b>175</b>

**II. Application Process and Lottery**

The application for Controlled Open Enrollment can be completed online at [www.myoneclay.net](http://www.myoneclay.net) under the Controlled Open Enrollment page. A paper-based copy of the application can be obtained upon request from the District Office. Submitting an application for Controlled Open Enrollment does not guarantee that the student will be approved to transfer to the requested school. One application is required for each school to which the student would request consideration. Applications will not be received by the school(s). Instead, applications must be submitted online or sent in the mail to the School District central office.



Clay County School Board  
Attn: Open Enrollment  
900 Walnut Street  
Green Cove Springs, Florida 32043

Students subject to a current expulsion or suspension will not be permitted to take advantage of the Controlled Open Enrollment choice.

A student who enrolls or transfers under Controlled Open Enrollment may remain at the Controlled Open Enrollment school until the student completes the highest grade level at the school. Once the student has completed the highest grade level of that school, the student must return to their zoned school or apply for another lottery selection through Controlled Open Enrollment.

Once the application window has closed, all student applications will be randomly numbered using a lottery system. Applications will be drawn randomly and available seats will then be assigned to the applicants for that school. The window for submitting an application for Controlled Open Enrollment for Clay County School District is **Monday, January 24- Friday, February 25, 2022.**

Once notified of a lottery selection of an available seat, the parent/guardian will have ten (10) working days to accept and enroll their student in the specified school. No response will be considered a decline of the selection. If a student happens to receive a lottery selection for more than one school, the parent/guardian must select one and decline the other. If seats re-open due to a declined selection, the student with the next number in the lottery waiting list will be notified and offered the seat. This process will only continue for the first five (5) days of school. After the fifth day of school, the waitlist will be discontinued. The lottery selections for 2022-2023 will begin the week of **March 7, 2022.**

There is no appeal process for Controlled Open Enrollment as it is based strictly on a lottery procedure.

### **III. Siblings and Preferential Placement**

The Controlled Open Enrollment Application includes a section for the parent/guardian to indicate if they have submitted an application for other siblings to attend the same school. Placement of siblings within the same school is facilitated whenever feasible during the open enrollment period if appropriate educational services are available for each sibling at the requested school. There is no guarantee that sibling preference will be given.

Priority for school assignment pursuant to Controlled Open Enrollment is given based upon:

- Dependent children of active-duty military personnel whose move resulted in military orders;
- Children who have been relocated due to a foster care placement in a different school zone;
- Children who move due to a court-ordered change in custody due to separation or divorce, or the serious illness or death of a custodial parent;
- Students residing in the school district.



#### **IV. Transportation**

The parent/guardian is responsible for the transportation of a student approved to attend a school of choice through the open enrollment process.

#### **V. Rescinding of Placement**

Controlled Open Enrollment placement may be rescinded if:

- Incorrect or false information was provided in the application;
- Attendance, tardiness, or discipline/behavior problems develop at the receiving school;
- Academic Criterion is not met based on the Florida High School Athletic Association (FHSA) requirements of a 2.0 GPA.

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January 6, 2022 - Regular School Board Meeting

**Title**

C3 - 2022 Exceptional Student Education Extended School Year (ESY) Calendar

**Description**

All student/employee calendars require School Board approval to establish school/work schedules for students and employees.

**Gap Analysis**

N/A

**Previous Outcomes**

Prior years' Exceptional Student Education (ESE) Extended School Year (ESY) calendars were Board approved and posted on the district website.

**Expected Outcomes**

All student calendars require School Board approval to establish school schedules for students and employees.

**Strategic Plan Goal**

N/A

**Recommendation**

That the Clay County School Board will approve the recommended Exceptional Student Education (ESE) Extended School Year (ESY) calendar for summer 2022 for students and employees.

**Contact**

Terri Dennis, Chief of Staff, [terri.dennis@myoneclay.net](mailto:terri.dennis@myoneclay.net)

**Financial Impact**

None

**Review Comments**

**Attachments**

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

**Clay County District Schools  
Exceptional Student Education**



**Extended School Year  
(ESY) 2022**

	Location (*ESY Sites)	First Day Teachers & Nurses	First Day Students & Assistants	Last Day Teachers	Last Day Students & Assistants	Student Hours	Teachers & Assistants Hours	Important Dates (Teacher/Student Holiday)
Extended School Year (ESY) Lake Asbury Jr. High	Lake Asbury Jr. High	Thursday 6/09/2022 7:30 a.m. - 12:30 p.m.	Monday 6/13/2022	Wednesday 7/13/2022	Wednesday 7/13/2022	Monday/Wednesday 7:50 a.m. - 11:50 a.m. (includes a 15 minute break)	Monday/Wednesday 7:30 a.m. - 12:00 p.m.	Monday - Thursday July 4 -7, 2022
Extended School Year (ESY) McRae Elementary	McRae Elementary	Thursday 06/09/2022 7:30 a.m. - 12:30 p.m.	Tuesday 6/14/ 2022	Thursday 7/14/2022	Thursday 7/14/2022	Tuesday/Thursday 7:50 a.m. - 11:50 a.m. (includes a 15 minute break)	Tuesday/Thursday 7:30 a.m. - 12:00 p.m.	Monday - Thursday July 4 -7, 2022
Extended School Year (ESY) Bannerman Learning Center	Bannerman Learning Center	Thursday 6/09/2022 7:30 a.m. - 12:30 p.m.	Monday 6/13/2022	Wednesday 7/13/2022	Wednesday 7/13/2022	Monday/Wednesday 7:50 a.m. - 11:50 a.m. (includes a 15 minute break)	Monday/Wednesday 7:30 a.m. - 12:00 p.m.	Monday - Thursday July 4 -7, 2022

THE ESY CALENDAR IS A GENERAL FRAMEWORK FOR SERVICES; THE IEP TEAM MAKES THE DECISION REGARDING ESY SERVICES NECESSARY FOR THE PROVISION OF FAPE.

STUDENTS ARE ASSIGNED TO AN ESY SITE BASED ON THEIR NEEDS (LAJ, BLC, MRE).

SCHOOL BOARD APPROVED: \_\_\_\_\_, 2022

January 6, 2022 - Regular School Board Meeting

**Title**

C4 - Personnel Consent Agenda

**Description**

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

**Gap Analysis**

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

**Previous Outcomes**

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

**Expected Outcomes**

Approval of the Personnel Consent Agenda.

**Strategic Plan Goal**

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

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

**Recommendation**

To approve the Personnel Consent Agenda.

**Contact**

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

**Financial Impact**

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

**Review Comments**

**Attachments**

☉ [Personnel Consent Agenda 1.6.2022.pdf](#)

**DIVISION OF HUMAN RESOURCES**  
**PERSONNEL CONSENT AGENDA**  
**January 6, 2022**  
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I. Administrative Actions

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A. APPOINTMENT

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Name/Assignment	Site	Contract
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I. Administrative Actions

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B. RE-APPOINTMENT

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

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C. RE-DESIGNATION

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Name/Assignment	Site	Previous Assignments
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I. Administrative Actions

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D. TRANSFER

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

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**E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT**

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

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F. SUPPLEMENT

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Name/Assignment	Site	
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## I. Administrative Actions

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### A. APPOINTMENT

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<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
RAUCCI, STEPHANIE ANN BUILDING OFFICIAL 12 MONTH	OPERATIONS	Effective 2021-11-15 12 MONTH / Annual
WIAND, SCOTT SHAWN INTERIM TRANS.DIRECTOR 12 MONTH	Transportation	Effective 2021-11-11 12 MONTH / Annual

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I. Administrative Actions

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B. RE-APPOINTMENT

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

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C. RE-DESIGNATION

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Name/Assignment	Site	Previous Assignments
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I. Administrative Actions

D. TRANSFER

Name/Assignment	Site	Contract
BIRKHOLZ, ANGELA C LES MGR SATELLITE I CAFETERI	Lakeside Elementary	Effective 2021-11-29 /transfer from / FNS MANAGER FOOD SERVICES INTE

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I. Administrative Actions

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E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

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

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F. SUPPLEMENT

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Name/Assignment	Site	
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**II. JOB DESCRIPTION ACTIONS**

**NONE**

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III. Instructional Actions

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A. APPOINTMENT

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Name/Assignment	Site	Contract
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III. Instructional Actions

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B. RE-APPOINTMENT

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Name/Assignment	Site	Contract
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III. Instructional Actions

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C. RE-DESIGNATION

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<u>Name/Assignment</u>	<u>Site</u>	<u>Effective/Action</u>
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III. Instructional Actions

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D. TRANSFER

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

E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

Name/Assignment	Site	Effective/Action
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**III. Instructional Actions****F. SUPPLEMENT**

<b>Name/Assignment</b>	<b>Site</b>	<b>Supplement Action</b>
HORNICK, JOSHUA A CHS SOCCER HEAD JV SUPPLEME	Clay High	Appointment

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III. INSTRUCTIONAL ACTIONS 2020-2021

G. PENDING APPOINTMENTS

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

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III. INSTRUCTIONAL ACTIONS 2020-2021

H. OUT OF FIELD

Name

Site

Subject

OOF Subject

NONE

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### III. Instructional Actions

#### A. APPOINTMENT

<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
DUMERLUS, SENDY SPC TEACHER, COMBINATION, EL 10 MONTH	Swimming Pen Creek Elem	Effective 2021-11-30 10 MONTH / Instructional Probationary Annual
EALEY, BETH NYKISHA GPE TEACHER, TITLE I, ELEM 10 MONTH	Grove Park Elementary	Effective 2021-11-30 10 MONTH / Instructional Probationary Annual
EVANS, MONIQUE KRISTIN TBE TEACHER, SC, SIXTH GR 10 MONTH	Thunderbolt Elementary	Effective 2021-11-15 10 MONTH / Instructional Probationary Annual
FOSTER, MARY DEE OPJ TEACHER, SCIENCE, JH 10 MONTH	Orange Park Jr High	Effective 2021-11-29 10 MONTH / Instructional Probationary Annual
KEANEY, CATHERINE ELISABETH STS STUD SERV PSYCH 12 MO 12 MONTH	CLIMATE AND CULTURE	Effective 2021-11-15 12 MONTH / Instructional Probationary Annual

III. Instructional Actions

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B. RE-APPOINTMENT

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Name/Assignment	Site	Contract
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III. Instructional Actions

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C. RE-DESIGNATION

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Name/Assignment	Site	Effective/Action
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DRAFT

III. Instructional Actions

D. TRANSFER

Name/Assignment	Site	Previous Assignment
EVANS, VICTORIA A SPC TEACHER, SC, KINDERGARTEN 10 MONTH	Swimming Pen Creek Elem	Effective 2021-11-29 /transfer from / TBE TEACHER, SC, KINDERGARTEN

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### III. Instructional Actions

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

Name/Assignment	Site	Effective/Action
ALLISON, TRISHA JEAN OHS TEACHER, SUPP FACIL 10 MONTH	Oakleaf High School	Effective 2021-12-17 RESIGNATION
HUBER, TAMARA LYNN CHS TEACHER, HEALTH SCIENCE ED 10 MONTH	Clay High	Effective 2021-12-17 RESIGNATION
NORDSTROM, SHANNON LEA FYA TEACHER, DROPOUT PREV SH 10 MONTH	FL Youth Challenge Academy	Effective 2021-11-29 RESIGNATION
RYAN, CANDACE RENEE CHE TEACHER, VE/INCLUSION 10 MONTH	Clay Hill Elementary	Effective 2021-12-10 RESIGNATION

### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	ALFORD, ANITRA M DOE DOD ACADEMIC CH, STEM SUPPLEME	Discovery Oaks Elementary	Appointment
0.5	ALLEN, DEBORAH L SBJ DOD ACADEMIC CH, STEM SUPPLEME	S. Bryan Jennings Elementary	Resignation
0.5	ALLEN, KYLE L CHS DOD ACADEMIC CH, STEM SUPPLEME	Clay High	Appointment
	BAIRD JR, PATRICK J MHS SOCCER HEAD JV SUPPLEME	Middleburg High	Appointment
	BALLARD, MEGAN ELIZABETH SPC DEPT HD (3-5) SUPPLEME	Swimming Pen Creek Elem	Appointment
	BEAVER, JIMMIE C MCE DOD ACADEMIC CH, STEM SUPPLEME	Montclair Elementary	Appointment
	BLACK, JAMES JOHN LAJ SOFTBALL FP HD JH SUPPLEME	Lake Asbury Junior High School	Appointment
0.5	CARMICHAEL, DENISE RENEE CGE DOD ACADEMIC CH, STEM SUPPLEME	Coppergate Elementary	Resignation
	COCHUYT, CAROL JEAN CVA DOD ACADEMIC CH, STEM SUPPLEME	Clay Virtual Academy	Appointment
	EVANS, MEGAN E FIH CHEERLEADING JV SUPPLEME	Fleming Island High School	Resignation
	GELEGAN, AMANDA MARIE SPC DEPT HD (3-5) SUPPLEME	Swimming Pen Creek Elem	Appointment
	GELEGAN, AMANDA MARIE SPC DISCRETIONARY SUPPLEME	Swimming Pen Creek Elem	Resignation
	GOLDEN, DAVID KHH DOD ACADEMIC CH, STEM SUPPLEME	Keystone Heights High School	Resignation
0.5	GOODMAN, CARROLLYN MICHEEL WES DOD ACADEMIC CH, STEM SUPPLEME	Wilkinson Elementary	Appointment
	GOODWIN, ADAM GRAY MHS SOCCER HEAD JV SUPPLEME	Middleburg High	Appointment
0.5	HANLIN, ANITA LYNN DIS DOD ACADEMIC CH, STEM SUPPLEME	Doctors Inlet Elementary	Resignation
0.5	HAYES, AUBREY ELYSE CGE DOD ACADEMIC CH, STEM SUPPLEME	Coppergate Elementary	Appointment
	HAYES, MATTHEW DAVID GCJ DOD ACADEMIC CH, STEM SUPPLEME	Green Cove Springs Junior High	Appointment
0.3	HUTCHINSON, JUSTIN L	Ridgeview High School	Appointment

### III. Instructional Actions

#### F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	RHS DOD ACADEMIC CH, STEM SUPPLEME		
	KRABILL, MATTHEW SCOTT LAJ FOOTBALL ASST JH 25% SUPPLEME	Lake Asbury Junior High School	Resignation
0.5	LEININGER, VICTORIA A WES DOD ACADEMIC CH, STEM SUPPLEME	Wilkinson Elementary	Appointment
	LENTZ, BILLIE ANNE OHS PEER TEACHER SUPPLEME	Oakleaf High School	Appointment
	LEVY, ASHLEY HOPE OPJ CHEERLEADING JH SUPPLEME	Orange Park Jr High	Appointment
	LYNCH, NADINE LYNN SPC DEPT HD (3-5) SUPPLEME	Swimming Pen Creek Elem	Appointment
	MACDOUGALL, CAROL M CHS SWIMMING HD SH SUPPLEME	Clay High	Appointment
0.3	MCCOY, JOSEPH HERMAN RHS DOD ACADEMIC CH, STEM SUPPLEME	Ridgeview High School	Appointment
	MILLER, JULIE MCCOY RHS ACADEMIC COACH, LOCAL SUPPLEME	Ridgeview High School	Appointment
0.3	MILLER, PAULA DENISE RHS DOD ACADEMIC CH, STEM SUPPLEME	Ridgeview High School	Appointment
	NORDSTROM, SHANNON LEA FYA DEPT HEAD (6-10) SUPPLEME	FL Youth Challenge Academy	Resignation
	PAINE, LAUREN DANIELLE INST APPLICATION FACILITATOR SUPPLEME	Doctors Inlet Elementary	Appointment
	PATERNOSTER, DAWN MARIE SPC DEPT HEAD (6-10) SUPPLEME	Swimming Pen Creek Elem	Appointment
	RASCH, TRACIE LEHMANN OLJ DOD ACADEMIC CH, STEM SUPPLEME	Oakleaf Junior High School	Appointment
	RAYBECK, CARRIE A PES DOD ACADEMIC CH, STEM SUPPLEME	Robert M. Paterson Elementary	Appointment
0.5	REMSSEN, KENNETH MAYNARD CHS DOD ACADEMIC CH, STEM SUPPLEME	Clay High	Appointment
	RENEAU, KIMBERLY L ROE PEER TEACHER SUPPLEME	Rideout Elementary	Appointment
0.5	SIMPSON, JESSICA LYNN CTE CO-CURR CLUB SUPPLEME	Middleburg High	Appointment
	STANLEY, GARRETT LEE KHH BASKETBALL ASST SH	Keystone Heights High School	Appointment

III. Instructional Actions

F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	SUPPLEME		
0.5	SURITA, AMY SISCO CTE CO-CURR CLUB SUPPLEME	Middleburg High	Appointment
	TAYLOR, TYKERA SHYNICE WJH TRACK ASST JH SUPPLEME	Wilkinson Jr High	Resignation
0.5	WHITIN, ANITA MARIE CGE DOD ACADEMIC CH, STEM SUPPLEME	Coppergate Elementary	Appointment
	YANCEY, KENNETH EARL MHS CROSS COUNTRY HD SH SUPPLEME	Middleburg High	Appointment

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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

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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

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A. SUMMER SCHOOL

Name/Assignment

Site

Effective Dates

NONE

DRAFT

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

**B. COMMUNITY EDUCATION**

**Appointments**

NONE

DRAFT

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

**C. ADULT EDUCATION**

**Appointments**

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 2020-2021

A. SUBSTITUTE TEACHER APPROVAL

Appointments

NONE

DRAFT

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

**A. SUBSTITUTE TEACHER APPROVAL**

**Appointments**

NONE

DRAFT

**VI. Support Actions**

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**A. APPOINTMENT**

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

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B. RE-APPOINTMENT

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Name/Assignment	Site	
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**VI. Support Actions**

**C. RE-DESIGNATION**

<u>Name/Assignment</u>	<u>Site</u>	<u>Previous</u>
MANDEL, FAYE AILEEN RHS CAFE ASSISTANT 3.5 HOURS LNG TRM	Ridgeview High School	EFFECTIVE 2021-06-02 RE- DESIGNATE CONCLUDE EMPLOYMENT DATE FROM 2021-05-14

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VI. Support Actions

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D. TRANSFER

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

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E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

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

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F. SUPPLEMENT

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Name/Assignment	Site	
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## VI. Support Actions

### A. APPOINTMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Action/Effective</u>
	ASLAN, NANCY CAROL CHS CAFE ASSISTANT 4.25 HOURS 9 MON CA	Clay High	Effective 2021-11-18 9 MON CA / Annual
	AUGUSTIN, MARIE LIDA OPJ CUSTODIAN 12 MO SU	Orange Park Jr High	Effective 2021-11-15 12 MO SU / Annual
	COATES, JENNA B OHS SCHOOL SECRETARY/ST SER 10 MONTH	Oakleaf High School	Effective 2021-12-02 10 MONTH / Annual
0.9	DEVERATURDA, AMMIE V FIE BEHAVIORAL HEALTH ASST 9 MON SU	Fleming Island Elementary	Effective 2021-11-19 9 MON SU / Annual
0.9	DVORAK, MARIE K FIE BEHAVIORAL HEALTH ASST 9 MON SU	Fleming Island Elementary	Effective 2021-12-02 9 MON SU / Annual
0.9	GAETANO, ASHLY MICHELLE RHS BEHAVIORAL HEALTH ASST 9 MON SU	Ridgeview High School	Effective 2021-11-15 9 MON SU / Annual
	GAZDICK, AMBER MICHELE CC POLICE DEPT SERGEANT 12 MO SU	School Police Department	Effective 2021-11-15 12 MO SU / AC Safety and Security
	JADRO, JEFFREY J CEB CUSTODIAN 12 MO SU	Charles E. Bennett Elementary	Effective 2021-11-18 12 MO SU / Annual
0.8	JAKES, HEATHER ELIZABETH STS HEALTH ASSISTANT 9 MON SU	CLIMATE AND CULTURE	Effective 2021-11-16 9 MON SU / Annual
	JASMIN JR, GREGORY P OLJ MEDIA TECHNICAL ASST 10 MONTH	Oakleaf Junior High School	Effective 2021-11-29 10 MONTH / Annual
	LEVINE, TERRI S SPC GENERIC CLASSROOM ASSISTAN 9 MON SU	Swimming Pen Creek Elem	Effective 2021-11-29 9 MON SU / Annual
	LINNEMEIER, JENNIFER BAILEY RVE REGISTERED NURSE 10 MONTH	Ridgeview Elementary	Effective 2021-11-30 10 MONTH / Annual
0.8	MAXEY, JACQUELINE MARIE OPJ ESOL CLASSROOM ASSISTANT 9 MON SU	Orange Park Jr High	Effective 2021-11-30 9 MON SU / Annual
0.9	MCNABB, TARA ANN BLC CHILD CARE ASSISTANT 9 MON SU	Bannerman Learning Center	Effective 2021-11-29 9 MON SU / Annual
	MUNOZ-RIVERA, ERNESTINE OLJ COMPUTER LAB ASSISTANT 9 MON SU	Oakleaf Junior High School	Effective 2021-11-10 9 MON SU / Annual
	NEWELL, LAURA ANN MHS CAFE ASSISTANT 4.25 HOURS 9 MON CA	Middleburg High	Effective 2021-11-12 9 MON CA / Annual
	NEWMAN, JOHN W RHS CAFE ASSISTANT 3.25	Ridgeview High School	Effective 2021-11-29 9 MON CA / Annual

**VI. Support Actions**

**A. APPOINTMENT**

	<u>Name/Assignment</u>	<u>Site</u>	<u>Action/Effective</u>
	HOURS 9 MON CA		
	PASILLAS, BRONWYN C RVE TITLE I ASSISTANT 9 MON SU	Ridgeview Elementary	Effective 2021-11-30 9 MON SU / Annual
	RAWSON, NICOLLE MILLER FNS CAFE VAN DRIVER 5.5 HOURS 9 MON CA	Food & Nutrition Srvc	Effective 2021-12-02 9 MON CA / Annual
0.9	RAY, CHRISTIAN OLJ GENERAL ASSISTANT 9 MON SU	Oakleaf Junior High School	Effective 2021-11-10 9 MON SU / Annual
0.9	TOMLIN, CONNIE LEANNE ROE BEHAVIORAL HEALTH ASST 9 MON SU	Rideout Elementary	Effective 2021-11-10 9 MON SU / Annual
	TOMLINSON, HAYLEY LYNNE WJH CAFE ASSISTANT 3.75 HOURS 9 MON CA	Wilkinson Jr High	Effective 2021-11-29 9 MON CA / Annual
	TORRES ARROYO, THALIA Y SPC CAFE ASSISTANT 5.5 HOURS 9 MON CA	Swimming Pen Creek Elem	Effective 2021-11-18 9 MON CA / Annual
0.8	TORRES ITHIER, MARIA VICTORIA CGE ESOL CLASSROOM ASSISTANT 9 MON SU	Coppergate Elementary	Effective 2021-11-16 9 MON SU / Annual
0.9	ZANG, TRACY LYNN POE GENERAL ASSISTANT 9 MON SU	Plantation Oaks Elementary	Effective 2021-11-29 9 MON SU / Annual
	ZATEEYA, WEERASAK CGE CUSTODIAN 12 MO SU	Coppergate Elementary	Effective 2021-11-16 12 MO SU / Annual

## VI. Support Actions

### B. RE-APPOINTMENT

	<b>Name/Assignment</b>	<b>Site</b>	<b>Contract</b>
0.9	CWYNAR, LISA DANIELE CGE BEHAVIORAL HEALTH ASST 9 MON SU	Coppergate Elementary	9 MON SU / Annual
0.9	DEAN, LINDA JACKSON MHS GENERAL HEALTH ASSISTA 9 MON SU	Middleburg High	9 MON SU / Multi-Year Conditional
0.9	HELMY, JANNA L POE BEHAVIORAL HEALTH ASST 9 MON SU	Plantation Oaks Elementary	9 MON SU / Multi-Year Conditional
0.9	KUEHMEIER, TERESA ANN MHS BEHAVIORAL HEALTH ASST 9 MON SU	Middleburg High	9 MON SU / Multi-Year Conditional
0.9	MOORE, JERRIEDEAN H MHS BEHAVIORAL HEALTH ASST 9 MON SU	Middleburg High	9 MON SU / Multi-Year Conditional
0.9	ZILLMER, NICOLE M POE BEHAVIORAL HEALTH ASST 9 MON SU	Plantation Oaks Elementary	9 MON SU / Annual

**VI. Support Actions**

**C. RE-DESIGNATION**

Name/Assignment	Site	Previous
BECKHAM, JEAN MARIE FIH CAFE ASSISTANT 5.5 HOURS 9 MON CA	Fleming Island High School	Effective 2021-11-29 / redesignated from / FIH CAFE ASSISTANT 7 HOURS / 9 MON CA
TORRES BURGOS, JENNIFER FIH CAFE ASSISTANT 7 HOURS 9 MON CA	Fleming Island High School	Effective 2021-11-29 / redesignated from / FIH CAFE ASSISTANT 5.5 HOURS / 9 MON CA

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## VI. Support Actions

## D. TRANSFER

	<u>Name/Assignment</u>	<u>Site</u>	<u>Previous</u>
0.9	DODSON, MONICA K SPC BEHAVIORAL HEALTH ASST 9 MON SU	Swimming Pen Creek Elem	Effective 2021-11-29 /transfer from / SPC GENERIC CLASSROOM ASSISTAN
	GREGORY, ADRIANA N OPH CAFE ASSISTANT 5 HOURS 9 MON CA	Orange Park High	Effective 2021-11-29 /transfer from / OPH CAFE ASSISTANT 3.25 HOURS
	HANSEN, NANCY C OPH CAFE VAN DRIVER 7 HOURS 9 MON CA	Orange Park High	Effective 2021-11-29 /transfer from / OPH CAFE ASSISTANT 3.5 HOURS
	HOWARD, VICKI V FIE CAFE ASSISTANT 6.25 HOURS 9 MON CA	Fleming Island Elementary	Effective 2021-11-22 /transfer from / LES CAFE ASSISTANT 6.5 HOURS
0.6	LARKIN, SHELAGH LOUISE FNS ADMINISTRATIVE SUP ASST 12 MO SU	Food & Nutrition Srvc	Effective 2021-11-29 /transfer from / OHS SCHOOL SECRETARY/ST SER
	LEDGER, KELLY DEANNE TRN PAYROLL SUPPORT ASST 12 MO SU	Green Cove Springs Junior High	EFFECTIVE 2021-07-20 TRANSFER FROM OPJ SCHOOL SECRETARY 10 MONTH
0.8	LI, AMY SANG YNG POE IN SCHOOL SUSPENSION 9 MON SU	Plantation Oaks Elementary	Effective 2021-11-29 /transfer from / POE GENERIC CLASSROOM ASSISTAN
	MCHARDY, MICHELLE ELLEN BAF POSITION CONTROL/ALLOC SP CONFIDEN	Human Resources	Effective 2021-12-08 /transfer from / HMR PERSONNEL ASST
	MCLAUGHLIN, MARGARET A ITS PROGRAMMER/ANALYST 12 MO SU	INFORMATION AND TECH SERVICES	Effective 2021-11-15 /transfer from / ITS DATA SERVICES ASSISTANT
0.9	PERRY, RICHARD A OVE GENERAL HEALTH ASSISTA 9 MON SU	Oakleaf Village Elementary	Effective 2021-11-30 /transfer from / OVE GENERAL ASSISTANT
0.8	SNELL, JONATHON LEE OHS IN SCHOOL SUSPENSION 9 MON SU	Oakleaf High School	Effective 2021-12-06 /transfer from / OHS GENERAL HEALTH ASSISTA
	WILLIAMS, MELISSA B LAJ SCHOOL SEC ADMINISTRATION 10 MONTH	Lake Asbury Junior High School	Effective 2021-11-29 /transfer from / SLE IN SCHOOL SUSPENSION

## VI. Support Actions

## E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Action/Effective</u>
	CERCY, SHARON C SLE CUSTODIAN 12 MO SU	Shadowlawn Elementary	Effective 2021-11-29 RESIGNATION
0.9	CWYNAR, LISA DANIELE CGE BEHAVIORAL HEALTH ASST 9 MON SU	Coppergate Elementary	Effective 2021-12-17 RESIGNATION
	DRAGO, KAREN ELAINE MHS CAFE ASSISTANT 5 HOURS 9 MON CA	Middleburg High	Effective 2021-11-19 RESIGNATION
0.9	DVORAK, MARIE K FIE BEHAVIORAL HEALTH ASST 9 MON SU	Fleming Island Elementary	Effective 2021-12-03 RESIGNATION
0.9	FLOYD, AMY S OPJ BEHAVIORAL HEALTH ASST 9 MON SU	Orange Park Jr High	Effective 2021-12-02 RESIGNATION
	GAZDICK, AMBER MICHELE CC POLICE DEPT SERGEANT 12 MO SU	School Police Department	Effective 2021-11-19 RESIGNATION
	HALE, CYNTHIA ELLEN OVE CAFE ASSISTANT 6.75 HOURS LNG TRM	Oakleaf Village Elementary	Effective 2021-11-29 RESIGNATION
	HERNANDEZ-ORTIZ, MARIA OHS CAFE ASSISTANT 6.5 HOURS 9 MON CA	Oakleaf High School	Effective 2021-12-10 RESIGNATION
	HILL, JOSHUA CAMERON SCHOOL RESOURCE OFFICER 12 MO SU	School Police Department	Effective 2021-11-23 RESIGNATION
	HUFFMAN, JESSICA J TRN PERSONNEL ASST CONFIDEN	Transportation	Effective 2021-12-20 RESIGNATION
	LEVINE, TERRI S SPC TEACHER, SC, KINDERGARTEN 10 MONTH	Swimming Pen Creek Elem	Effective 2021-11-26 RESIGNATION
	LINDER, SHARI CHRISTINE DOE CAFE ASSISTANT 6.25 HOURS 9 MON CA	Discovery Oaks Elementary	Effective 2021-11-19 CONCLUDE EMPLOYMENT
0.9	LOUQUE, KAREN MARIE MRE BEHAVIORAL HEALTH ASST 9 MON SU	Mcrae Elementary	Effective 2021-11-04 RESIGNATION
0.8	MAXEY, JACQUELINE MARIE OPJ ESOL CLASSROOM ASSISTANT 9 MON SU	Orange Park Jr High	Effective 2021-11-29 RESIGNATION
0.9	MCINARNAY, REBECCA RENEE CGE BEHAVIORAL HEALTH ASST 9 MON SU	Coppergate Elementary	Effective 2021-11-19 CONCLUDE EMPLOYMENT
0.9	MRWIK, ANGELA MAE FIE BEHAVIORAL HEALTH ASST 9 MON SU	Fleming Island Elementary	Effective 2021-12-03 RESIGNATION

## VI. Support Actions

### E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

	<b>Name/Assignment</b>	<b>Site</b>	<b>Action/Effective</b>
0.9	QUINONES, JASMIN CGE BEHAVIORAL HEALTH ASST 9 MON SU	Coppergate Elementary	Effective 2021-12-15 RESIGNATION
0.8	RAYMER, SHERRY LYNNE MBE GENERIC CLASSROOM ASSISTAN 9 MON SU	Middleburg Elementary	Effective 2021-11-19 RESIGNATION
0.1	RAYMER, SHERRY LYNNE MBE TITLE I ASSISTANT 9 MON SU	Middleburg Elementary	Effective 2021-11-19 RESIGNATION
	SALVA, YAJAIRA MNT CUSTODIAN 12 MO SU	Division of Support Svcs	Effective 2021-11-11 RESIGNATION
0.9	SCHERER SMITH, NANCY JEAN BLC BEHAVIORAL HEALTH ASST 9 MON SU	Bannerman Learning Center	Effective 2021-11-19 RESIGNATION
	SHAW, CASSANDRA G LAJ SCHOOL SEC ADMINISTRATION 10 MONTH	Lake Asbury Junior High School	Effective 2021-11-19 RESIGNATION
0.9	TOMLIN, CONNIE LEANNE ROE BEHAVIORAL HEALTH ASST 9 MON SU	Rideout Elementary	Effective 2021-11-10 RESIGNATION
	YOUNG, RICHARD L OLJ CUSTODIAN 12 MO SU	Oakleaf Junior High School	Effective 2021-11-12 RESIGNATION

**VI. Support Actions**

**F. SUPPLEMENT**

<b>Name/Assignment</b>	<b>Site</b>	<b>Previous</b>
DOWELL, SARAH DANIELLE KHH DOD ACADEMIC CH, STEM SUPPLEME	Keystone Heights High School	Appointment
POWELL, ARINTON D OPJ TRACK HD JH SUPPLEME	Orange Park High	Appointment
SIMMONS, ERIN C OLJ DISCRETIONARY SUPPLEME	Oakleaf Junior High School	

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**January 6, 2022 - Regular School Board Meeting**

**Title**

C5 - Ratification of the 2022-2024 Master Contract between the Clay County Education Association and the Clay County School Board

**Description**

Florida Statute requires the School Board to bargain collectively in the determination of wages, hours, and the terms and conditions of employment for its instructional employees. Attached is the negotiated 2022-2024 Master Contract. This agreement must be signed and ratified by both the public employer and the public employees of the bargaining unit.

**Gap Analysis**

N/A

**Previous Outcomes**

Contract negotiations were previously presented to the Board for approval on January 7, 2021. The Board ratified the contract on that day.

**Expected Outcomes**

Approval the ratification of the 2022-2024 Master Contract between the Clay County Education Association and the School Board of Clay County.

**Strategic Plan Goal**

Goal 5. Develop and support great educators, support employees, and leaders.

**Recommendation**

Approval by the School Board of Clay County of contract language modifications and salary provisions to be incorporated into the 2022-2024 Master Contract bargaining agreement with the Clay County Education Association.

**Contact**

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

**Financial Impact**

Salary Increase estimated District Financial Impact is \$3.6 million. Bonuses provided through the American Relief Program Funding estimated cost is \$5.2 million.

**Review Comments**

**Attachments**

January 6, 2022 - Regular School Board Meeting

**Title**

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

**Description**

Florida Statute requires the School Board to bargain collectively in the determination of wages, hours, and the terms and conditions of employment for its employees. This Agreement must be signed and ratified by both the public employer and the public employees of the bargaining unit.

**Gap Analysis**

N/A

**Previous Outcomes**

Contract negotiations were previously presented to the Board for approval on January 7, 2021. The Board ratified the contract on that day.

**Expected Outcomes**

Approval of the contract revisions which settle the salary and working conditions for the 2021-2022 fiscal year.

**Strategic Plan Goal**

Goal 5. Develop and support great educators, support employees, and leaders.

**Recommendation**

That the Clay County School Board approves contract language modifications and salary provisions to be incorporated into the 2021-2022 bargaining agreement with the Clay Educational Staff Professional Association.

**Contact**

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

**Financial Impact**

Salary Increase estimated District Financial Impact is \$2.8 million. Bonuses provided through the American Relief Program Funding estimated cost is \$3.1 million.

**Review Comments**

**Attachments**

School Board of Clay County

January 6, 2022 - Regular School Board Meeting

**Title**

C7 - K-12 Academic Services Out of State and Overnight Student Travel

**Description**

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

Field Trips Details

School	Date	Destination	Group	Purpose
Clay High	1/12-15, 2022	Tampa, FL	Chorus	All State Chorus performance.
Clay High	4/29-30, 2022	Tampa, FL	Chorus	Students will compete in a choral competition and in the process evaluate the performances of, and learn from, other chorus groups from the region.
Fleming Island High	1/21-22, 2022	Anniston, AL	NJROTC	NJROTC Rifle Team Sports Competition
Middleburg High	1/12-15, 2022	Tampa, FL	Chorus	All State Chorus performance.
Middleburg High	7/18-20, 2022	Ocala, FL	Football	Football Padded Team Camp.
Oakleaf High	1/21-23, 2022	Gainesville, FL	Model United Nations	Club will participate in discussions and debates over international issues that face our nation.
Oakleaf High	12/4/21	Brunswick, GA	NJROTC	Team Building Orienteering Event

**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**

[☉ Jan 2022 - Student Travel.pdf](#)

DRAFT

ADMINISTRATIVELY APPROVED  
PENDING BOARD APPROVAL  
Jan. 6, 2022

SCHOOL DISTRICT  
FIELD TRIP REQ

1. School Requesting: CHS
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\*: 01/12/22 - 01/15/22 Destination\*: Tampa, FL
5. Group Taking Trip: Chorus
6. If using private vehicles, list approved driver(s): Parent provided
7. Educational Value of Field Trip: Student auditioned and was accepted into the All-State Chorus. She will perform and learn from some of the best conductors in the country.
8. Supporting Florida Standards Benchmark(s) with Narrative(s):  
MU.912.C.1.4 - Compare and perform a variety of vocal styles and ensembles
9. Number of Students\*: 1 Number of Chaperones\*: 1
10. Cost Per Student: \$63.00 Budget Code or Source to be charged: \_\_\_\_\_  
(Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time\*: 7:30 a.m. Returning Time\*: 10:00 p.m.

\*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

11/15/21  
Date  
11/16/21  
Date  
12/2/21  
Date  
12/6/21  
Date

007



## 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):

Students will travel with a parent.

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

Student will stay in hotel room with parent.

### Mask Compliance:

FMEA Conference mask policy is as follows:

. Mask Wearing is Strongly Encouraged (but not required): Because Hillsborough County is still considered a Substantial-Transmission area, masks are highly recommended for everyone's safety and all attendees are strongly encouraged to wear a mask at all times while indoors, regardless of vaccination status.

### Social Distancing:

Social distancing of 6 feet will be enforced whenever possible.

**ADMINISTRATIVELY APPROVED  
PENDING BOARD APPROVAL  
Jan. 6, 2022**

SCHOOL DISTRICT  
FIELD TRIP REQ

1. School Requesting: CHS
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\*: 04/29-04/30/22 Destination\*: Tampa, FL

5. Group Taking Trip: Chorus
6. If using private vehicles, list approved driver(s): \_\_\_\_\_
7. Educational Value of Field Trip: Students will compete in a choral competition and in the process evaluate the performances of, and learn from, other chorus groups from the region.
8. Supporting Florida Standards Benchmark(s) with Narrative(s): MC.912.C.2.2 - Evaluate performance quality in recorded and/or live performances. MC.912.C.1.4 - Compare and perform a variety of vocal styles and ensembles.
9. Number of Students\*: 90 Number of Chaperones\*: 10
10. Cost Per Student: 1200.00 Budget Code or Source to be charged: \_\_\_\_\_  
 (Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time\*: 7:00 a.m. (04/29/22) Returning Time\*: 10:00 p.m. (04/30/22)

\*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. 11/09/22  
Byrd Bd Date  
 \_\_\_\_\_  
 Principal 11/13/21  
Gerrit Hatten (91.7.7.) Date  
 \_\_\_\_\_  
 Assistant Superintendent 12/4/21  
Steph Date  
 \_\_\_\_\_  
 Superintendent 12/6/21  
D. Rahman 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):

Students will travel on Charter Bus or with a parent.

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

Students and chaperones will be staying in a hotel. 4 students of the same biological gender will be assigned rooms together. Chaperones will be placed in separate rooms evenly throughout the same floors the students are on. Students will be given a lockdown curfew and tape will be placed on door edges to confirm if lockdown protocols have been broken past curfew. Chaperones will take shifts checking for issues throughout the night.

### Mask Compliance:

Music in the Parks Festival, Tampa has the following COVID19 Guidelines:

#### Music In The Parks COVID 19 Event Policy

As we are a national company, we will follow CDC guidelines, as well as any additional guidelines set by the local authorities where our events take place.

In addition, our event staff and judges will always be required to wear masks.

The only exception will be when judges are recording your ensemble's comments during the performance. All participants and chaperones will be required to wear masks while in the performance venue. The only exception will be for participants during their performance.

### Social Distancing:

Social distancing of 6 feet will be enforced whenever possible. There will be no audience permitted in the performance venue.

**ADMINISTRATIVELY APPROVED  
PENDING BOARD APPROVAL  
Jan. 6, 2022**

SCHOOL DISTRICT C  
FIELD TRIP REQU

1. School Requesting: FLEMING ISLAND
2. Transportation (Check One):  
 School Bus(s) \_\_\_\_\_ Private Vehicle(s) \_\_\_\_\_ Commercial Carrier \_\_\_\_\_ Other X (MINIMUMS)  
 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\*: 21-22 JAN 2022 Destination\*: ANNISTON, AL
5. Group Taking Trip: NJROTC AIR RIFLE TEAM
6. If using private vehicles, list approved driver(s): \_\_\_\_\_
7. Educational Value of Field Trip: SUPPORTS NJROTC TEAM SPORTS
8. Supporting Florida Standards Benchmark(s) with Narrative(s): SAME AS ABOVE
9. Number of Students\*: 8 Number of Chaperones\*: 2
10. Cost Per Student: 0 Budget Code or Source to be charged: \_\_\_\_\_  
 (Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time\*: 0500 21 JAN Returning Time\*: 2300 22 JAN

\*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.  
 \_\_\_\_\_  
 Principal  
[Signature]  
 Assistant Superintendent  
[Signature]  
 Superintendent

\_\_\_\_\_  
 Date 11/17/2021  
 \_\_\_\_\_  
 Date 11/18/21  
 \_\_\_\_\_  
 Date 12/2/21  
 \_\_\_\_\_  
 Date 12/6/21  
 \_\_\_\_\_

(50)



## 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):

Mini-vans. SNSI and parent (mom) will be driving

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

Two cadets per room and female chaperon will accompany the team

### Mask Compliance:

Students are required to wear masks except when performing while in the convention center facility.

### Social Distancing:

When appropriate.

Jan. 6, 2022

SCHOOL DISTRICT OF CLAY

FIELD TRIP REQUEST

- School Requesting: Middleburg High
- Transportation (Check One):  
School Bus(s) \_\_\_\_\_ Private Vehicle(s) \_\_\_\_\_ Commercial Carrier \_\_\_\_\_ Other School van  
If Commercial Carrier or Other, please state type: \_\_\_\_\_
- Trip(s) Overnight: Yes  No \_\_\_\_\_ Trip(s) Out-of-State: Yes \_\_\_\_\_ No
- Dates of Field Trip\*: Jan 12-15, 2022 Destination\*: PMEA Conference - Tampa
- Group Taking Trip: Chorus
- If using private vehicles, list drivers you wish to designate as Agents of the Board and attach the necessary Agent of the Board form. \_\_\_\_\_
- Educational Value of Field Trip: Music performance, conferences and learning opportunities for teachers and students.
- Supporting Florida Standards Benchmark(s) with Narrative(s): \_\_\_\_\_
- Number of Students\*: 2 Number of Chaperones\*: 1
- Cost Per Student: \$300.00 Budget Code or Source to be charged: Chorus - 2200  
(Example: Internal Accounts, 5100.0331, Athletic Departments)
- Departure Time\*: 1/12/22 @ 2pm Returning Time\*: 1/15/22 @ 2pm

\*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 11/9/2021

\_\_\_\_\_  
Date 11/9/21

\_\_\_\_\_  
Date 11/22/21

\_\_\_\_\_  
Date 11/29/21

\_\_\_\_\_  
Date \_\_\_\_\_

## Overnight Trip Covid Plan

FMEA Conference

Tampa, Florida

January 12-15, 2022

My students, chaperone and I will abide by the Clay County School Board's covid policy and procedures. We will also adhere to the conference guidelines as listed below.

For overnight at the hotel, my students will stay in a room with their chaperone/parent (legal guardian). The capacity for each room will be limited to two persons.

Last Update: September 23, 2021

**We are watching the COVID-19 Delta Variant situation closely.** FMEA is committed to the health and safety of our attendees and will make every effort to develop plans and policies to instill confidence in your ability to attend safely.

At a minimum, we plan to follow CDC Guidelines that are in place at the time of the conference.

As we get closer to the conference, this page will be updated to keep our membership, all-state students, chaperones, and other conference attendees informed about what to expect during your time at the conference.

### **Tampa Convention Center (TCC) "Ready Together" plan**

- TCC holds a Global Biorisk Advisory Council (GBAC) Star Facility accreditation
- Frequent sanitation and disinfectant of all restrooms
- Continuous cleaning of all touchpoints
- Overnight electrostatic cleaning of all areas used
- COVID-19 branded signage in all common areas and pre-function spaces
- Maintain 6-feet physical distancing in pre-function and common areas

### **Mitigation Requirements**

Florida law prohibits us from requiring attendees to be vaccinated against COVID-19, but we ask all attendees to be courteous to our attendees who are not yet eligible to receive the vaccine. If you are unvaccinated, we recommend you follow CDC Advice and talk to your doctor about how to protect yourself and others around you from contracting and spreading the virus while attending the conference, and how to reduce the chance of severe illness in the event you do become infected.

In the event that Florida or Hillsborough County is still considered a *High-Transmission* or *Substantial-Transmission* area at the time of our conference, please be prepared, and make sure your students and chaperones are prepared, for the following possibilities:

- Everyone *may* be required to wear masks indoors.
- Certain all-state ensembles *may* be smaller than usual to allow for distancing
- Singers, percussionists, and strings *may* be required to rehearse and perform in masks, and bell covers *may* be required for wind instruments.

## Disclaimer

By attending, you acknowledge and fully understand the nature and extent of the risk related to the COVID-19 virus and other contagious diseases and agree to attend this event at your own risk. You expressly acknowledge that COVID-19 is highly contagious and infection can result in death, the risk of infection and transmission are higher in indoor facilities, there are no safety precautions that totally eliminate the risk of contracting COVID-19, and individuals with various underlying medical conditions may experience worse outcomes.

DRAFT

ADMINISTRATIVELY APPROVED  
PENDING BOARD APPROVAL

Jan. 6, 2022

SCHOOL DISTRICT OF C  
FIELD TRIP REQUES

1. School Requesting: MHS
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\*: July 18-20 Destination\*: Webber International
5. Group Taking Trip: Football
6. If using private vehicles, list approved driver(s): \_\_\_\_\_
7. Educational Value of Field Trip: Football Paddled Team Camp
8. Supporting Florida Standards Benchmark(s) with Narrative(s): \_\_\_\_\_
9. Number of Students\*: 50 Number of Chaperones\*: 10
10. Cost Per Student: \$250.00 Budget Code or Source to be charged: \_\_\_\_\_  
(Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time\*: July 18 8:00 am Returning Time\*: July 20 5:00 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): See attached

Ryan Wolfe  
Teacher, Team Leader, Department Head, Etc.

[Signature]  
Principal

[Signature]  
Assistant Superintendent

[Signature]  
Superintendent

11/19/21  
Date

11/29/21  
Date

12/2/21  
Date

12/6/21  
Date

20

## **Middleburg Football 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.

### **Overnight Stay in Dorm**

1. Students will be assigned to rooms with other students following say 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. Gloves will be worn by server.
3. We will continue to employ single use, throw away utensils and paper products.

*Carid Gant*

SCHOOL DISTRICT OF CLAY  
FIELD TRIP REQUI

- School Requesting: Oakleaf High
- Transportation (Check One):  
School Bus(s) \_\_\_\_\_ Private Vehicle(s)  Commercial Carrier \_\_\_\_\_ Other  County Vans  
If Commercial Carrier or Other, please state type: \_\_\_\_\_
- Trip(s) Overnight: Yes  No  Trip(s) Out-of-State: Yes \_\_\_\_\_ No
- Dates of Field Trip\*: 1-21-22, 2022 Destination\*: Gainesville, FL (U of F)
- Group Taking Trip: Model United Nations
- If using private vehicles, list drivers you wish to designate as Agents of the Board and attach the necessary Agent of the Board form. \_\_\_\_\_
- Educational Value of Field Trip: Club will attend a 3 day conference attended by dozens of schools from all over the South and this will allow us to participate in discussion & debate over international issues that face our nation.
- Supporting Florida Standards Benchmark(s) with Narrative(s): This is a club, so there are no direct benchmarks that we have.
- Number of Students\*: 24 Number of Chaperones\*: 6
- Cost Per Student: \$170 Budget Code or Source to be charged: Internal Account  
(Example: Internal Accounts, 5100.0331, Athletic Departments)
- Departure Time\*: 1/21/2022 @ 1:30 pm Returning Time\*: 1/23/2022 @ 4:30 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

11/12/2021  
Date

11/15/21  
Date

11/17/21  
Date

\_\_\_\_\_  
Date

57



## 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):

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

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

Hotel has COVID-19 protocols in place for cleaning as well as each room will be given hand sanitizer. Masks will be required while in halls or lobby of hotel.

### Mask Compliance:

when social distancing is not possible

### Social Distancing:

will follow all county, hotel, & Univ. of Fl. requirements for social distancing.

MENU **GATORMUN XIX**

HOME ABOUT REGISTER COMMITTEES DELEGATE RESOURCES CONFERENCE CONTACT ADVISOR RESOURCES

JANUARY 21ST-23RD 2022

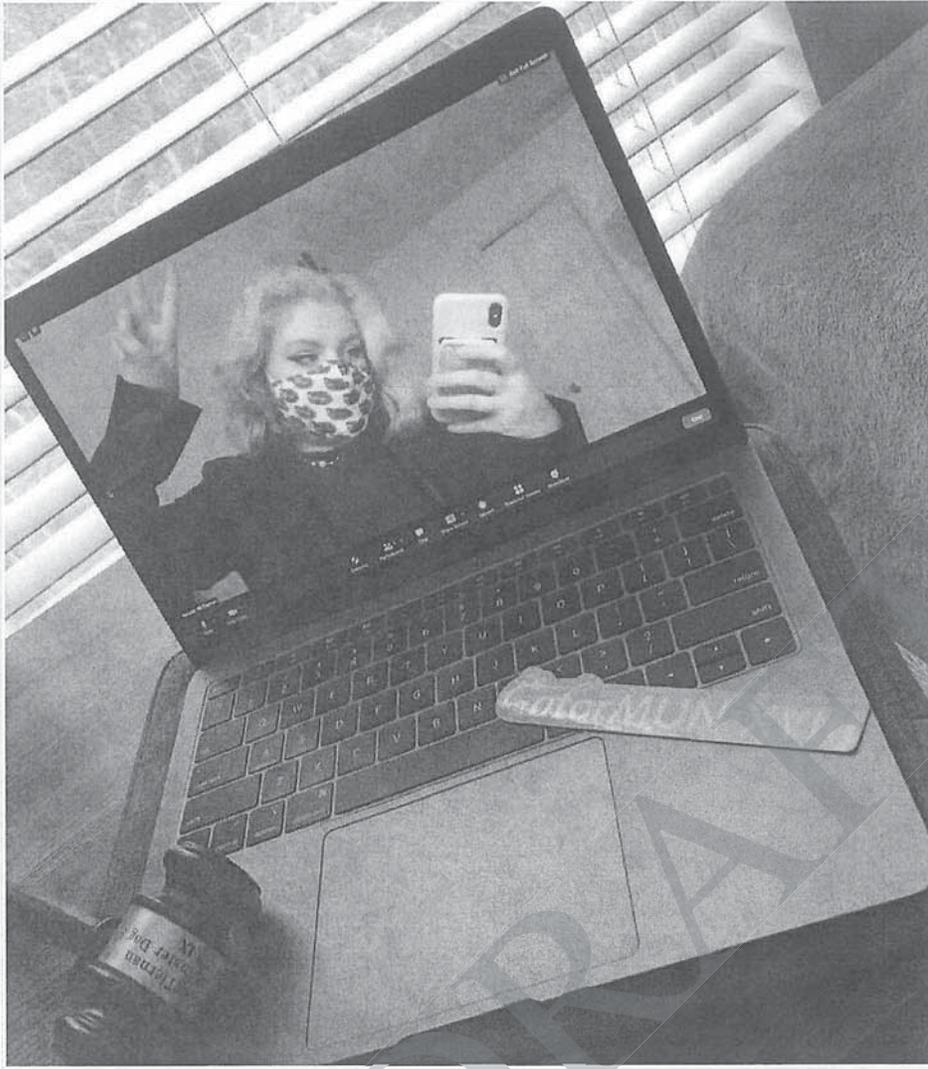
The University of Florida  
Gainesville

CONTACT

DRAFT

GatorMUN XIX will offer online committees!

There will be two specialized committees available online--our in-person conference--for delegates unable to come to the



REGISTER FOR OUR NEWSLETTER

## IMPORTANT CONFERENCE POLICIES

### DELEGATION AWARD CATEGORIES

With our continued wish to encourage everybody to attend, there will be three categories for delegation awards: Small, Medium, and Large. This will allow all teams to remain competitive regardless of their delegation size.

Delegation category sizes are based on the number of differently-sized teams attending the conference. Based on previous years' numbers, the projected break down of the categories is as follows:

- Small Delegation - 12 and fewer
- Medium Delegation - 13 to 24 delegates
- Large Delegation - 25 and larger

These numbers are subject to change and will be solidified once registration closes. At that time, we will announce the category sizes to all advisors and you may add delegates you remain in your desired category!

### SPLIT DELEGATIONS

To ensure that the conference remains fair for every delegation attending, delegations are allowed to split into two teams (varsity and novice) under the following conditions:

1. Your delegation falls into the Large Delegation Category before AND after the split. In other words, your total delegate number must be at least 50.
  1. If you have between 50 and 74 delegates, you will be allowed to do a 1:1 split for your delegation. So, a delegation of 50 will have a varsity team of 25 and a novice team of 25.
  2. If you have greater than 75 delegates, you will be allowed to do a 1:2 split for your delegation. So, a delegation of 75 will have a varsity team of 25 and a novice team of 50.
2. You email us well in advance of the conference to notify us of your decision to split your team into two smaller delegations, preferably at the time of registration.

Your overall delegation will be registered as if it was one team, but positions will be sent separately for each of the two split teams. No additional delegation fee will be required for the second team.

We hope that these changes will allow delegations that are vastly larger than the rest to have a fighting chance at placing as well as keep the conference's integrity for the future delegations.

More Questions? Check out our [Frequently Asked Questions](#), or read more at our [Financial Policy](#) page!

[FREQUENTLY ASKED QUESTIONS](#)

[FINANCIAL POLICY](#)

[PAST CONFERENCES](#)

Read up on past conferences to get a glimpse of what GatorMUN is like! Find old Awards Packets and Gator Tribune by former Press Corps [here](#).



## WANT TO RECEIVE ALL THE LATEST GATORMUN NEWS?

SUBSCRIBE TO OUR NEWSLETTER AND NEVER MISS:

**IMPORTANT UPDATE AGAIN!**

E-Mail:

Name

(Optional):

# "IT WILL BE ON OUR CALENDAR FOR YEARS TO COME"

School Advisor, GatorMUN XV

ABOUT

CONTACT

DRAFT

Proudly powered

# REGISTER

## REGISTRATION NOW OPEN

### PRIORITY REGISTRATION

School Registration	
School Participation Fee	\$55
Delegate Fee	\$55 per delegate
Individual Delegate Registration	
Delegate Fee	\$55
Full Payment Deadline	November 23, 2021

### REGULAR REGISTRATION

School Registration	
School Participation Fee	\$65
Delegate Fee	\$65 per delegate
Individual Delegate Registration	
Delegate Fee	\$65
Registration Deadline	January 14, 2021
50% of Payment Deadline*	January 14, 2021
Full Payment Deadline	January 21, 2021 (one hour before the conference)

### DISCOUNTS

New School (first time attending GatorMUN)	\$100 off total
Title I School	\$10 off per delegate (delegate fee)

# GATORMUN ACCEPTS CHECKS, BUT SCHOOLS CAN ALSO UTILIZE A DIGITAL INVOICE AND PAYMENT SYSTEM USING THE SQUARE PLATFORM. A PROCESS FEE OF 3.5% + \$0.15 WILL APPLY PER TRANSACTION, AND WILL BE ADDED TO YOUR TOTAL INVOICE.

\*To reserve your spot at GatorMUN, you must pay 50% of your Regular Registration invoice balance by January 14. If you have not paid at this point, we will open up our v and the remaining spots will be first come, first served, upon receipt of 50% payment.

Once 50% of the balance due is paid, the Undersecretary for Advisor Relations will assign the position(s) to the delegate(s) and send out the assignment. Please note that t payment is made, the more likely it is for the delegate(s) to receive their position preference.

If you have any questions or concerns, please email the Secretariat at [gatormun@gmail.com](mailto:gatormun@gmail.com)

*You can read more about the payment process here:*

FINANCIAL POLICY

SCHOOL REGISTRATION FORM

## INDIVIDUAL DELEGATE REGISTRATION

If you are interested in attending GatorMUN and either your school's MUN program is not planning on attending GatorMUN XIX or your school does not have a MUN program, you are still able to come and experience the conference as an individual delegate.

Those planning to attend GatorMUN as a part of a school delegation should not fill the registration form below and instead fill out the form above.

INDIVIDUAL DELEGATE REGISTRATION FORM

Proudly powered

# TENTATIVE SCHEDULE

*This schedule is tentative, meaning there may be changes in the future as we finalize conference details.*

**Friday, January 21st**

- 2:45pm-5:45pm: Registration
- 5:00pm-6:30pm: Opening Ceremony
- 7:00pm-10:00pm: Committee Session 1
- 8:00pm: Advisor Meeting

**Saturday, January 22nd**

- 8:30am-11:30pm: Committee Session 2
- 11:30am-1:15pm: Lunch Break
- 1:15pm-3:45pm: Committee Session 3
- 4:00pm- 4:30pm: Break
- 4:30pm-7:30pm: Committee Session 4
- 7:30pm-9:00pm: Dinner Break
- 9:00pm-11:00pm: Delegate Social

**Sunday, January 23rd**

- 9:00am-11:30am: Committee Session 5
- 11:30pm-1:30pm Lunch
- 1:30pm-3:00pm Closing Ceremonies

DRAFT

SCHOOL DISTRICT C  
FIELD TRIP REQU

ADMINISTRATIVELY APPROVED  
Received too late for Dec, 2021  
Board Meeting  
Received for Information: Jan. 6, 2022

1. School Requesting: OH3
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\*: 2021 12 04 Destination\*: 6016 Slythe Island Hwy  
Brunswick, GA 31523
5. Group Taking Trip: NSROTC
6. If using private vehicles, list approved driver(s): \_\_\_\_\_
7. Educational Value of Field Trip: Team Building
8. Supporting Florida Standards Benchmark(s) with Narrative(s): \_\_\_\_\_
9. Number of Students\*: 15 Number of Chaperones\*: 2
10. Cost Per Student: \$ 8.00 Budget Code or Source to be charged: 3167  
(Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time\*: 0730 Returning Time\*: 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): \_\_\_\_\_

\_\_\_\_\_  
Teacher, Team Leader, Department Head, Etc.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Principal

\_\_\_\_\_  
Date

\_\_\_\_\_  
Assistant Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Date

(5)  
2



Brunswick High School NJROTC  
3885 Altama Avenue  
Brunswick, GA 31520  
PH: (912) 267-4200 EXT 6159  
mjatindranath@glynn.k12.ga.us



19 June 2021

From: Brunswick High School NJROTC  
To: NJROTC Area Twelve

Subj: **BRUNSWICK "PIRATE CLASSIC" NJROTC ORIENTEERING MEET -  
LETTER OF INSTRUCTION (LOI)**

Encl: (1) Orienteering USA Interscholastic Scoring Guidelines  
(2) Registration Form  
(3) Pre-mishap plan  
(4) Operational Risk Management Analysis  
(5) Directions  
(6) COVID Guidelines  
(7) COVID Indemnity Form  
(8) COVID Symptom Monitoring Form

**1. GENERAL.** Procedures for the 2021 Pirate Classic Orienteering Meet are contained herein. The LOI sets forth 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. This JROTC Orienteering Meet is hosted by Brunswick H. S. NJROTC in cooperation with the Forest & Wildlife Management Service (FWMS). The host school will participate, as FWMS will be setting the courses. This year's event will be held on Saturday, 4 December, 2021 at **Blythe Island Regional Park**, 6616 Blythe Island Hwy, Brunswick, GA 31523. For additional park information, visit <https://www.glynncounty.org/176/Blythe-Island-Regional-Park>.

**2. ELIGIBILITY.** This meet primarily serves NJROTC Area Twelve. Other JROTC teams may enter if space allows. There are no orienteering prerequisites for eligibility to participate in this meet. Schools may initially register one team, as well as a standby team, if desired. If space for additional runners/teams remains after the registration deadline of 29 November 2021, alternate runners/teams on the standby list will be added to round out the meet.

### **3. RESPONSIBILITIES.**

**A. HOST UNIT:** The host NJROTC unit has shared responsibility for the successful conduct of the orienteering meet. Responsibilities include promulgation of this directive to include specific administrative and logistic information, start line, finish line, results area setup crews, water stops, results runners, judges/scorers, and awards. Orienteering trophies and medals will be provided by Brunswick HS NJROTC and will be presented to NJROTC competitors at the conclusion of the meet.

**B. PARTICIPATING UNITS:** Participating units are responsible to have each competitor complete and return an Indemnity Form (Encl 7) to their respective Instructor. Team /NSI will scan and email completed Indemnity Forms to LCDR Hojnowski IAW Area-12 Championship Standing LOI.

**4. AREA TWELVE CHAMPIONSHIP QUALIFICATION.** Specific qualification requirements are located in the Area-12 Orienteering Championship LOI.

**A. QUALIFICATION.** The top 10 Area-12 finishers in the Brunswick Pirate Classic Orienteering Meet will automatically qualify for the Area-12 Championship.

**B. DUAL QUALIFICATION.** An individual school may dual qualify for the A-12 Championship, but this must occur at the same meet. In other words, if a school has two separate teams finish in the top 10 in the same event, both teams will qualify for the Championship. At a minimum, one of the two qualifying teams must have a Varsity (Green/Brown) team entered in the event for dual qualification to occur.

**5. OPERATIONS:**

**A. STANDARDS OF CONDUCT.** The conduct of participants should be in keeping with the highest standards of the NJROTC program. Inappropriate cadet behavior could nullify courses or meet results, affecting rankings and causing unnecessary expenses for competitors. Cadets ARE NOT permitted to participate in the meet without the presence of an instructor from his/her unit, without prior approval of the Brunswick HS NJROTC. Advisors, parents and friends are welcome as observers but must not interfere in any way with the conduct of the meet. Instructors are responsible for the adequate supervision of their cadets and parents, both on and off the course. Instructors are asked to ensure that the immediate vicinity around their bus or other vehicles is cleaned prior to departing the park.

**B. EVENT FEES.** Entry fees per team are \$90.00. Additional fees for the event include: \$8/runner (GAOC), \$1/e-stick (if needed). Schools desiring to run more than the maximum of 15 runners must pay an additional \$6.00 per cadet entry fee.

**C. REGISTRATION.** Select the link below for team registration and to enter runner info.

[https://docs.google.com/spreadsheets/d/1tUTMhfqj8J\\_x9cNV\\_Ny-YSNDRNeh5FUq61w9M93exYA/edit#gid=0](https://docs.google.com/spreadsheets/d/1tUTMhfqj8J_x9cNV_Ny-YSNDRNeh5FUq61w9M93exYA/edit#gid=0).

**Mail Event Fees and Encl (2) To: Brunswick H.S. NJROTC  
3885 Altama Ave  
Brunswick, GA 30120**

*Make check payable to "Brunswick HS NJROTC"*

**D. TEAM COMPOSITION.** Teams will consist of a maximum of 15 runners, with no more than 5 runners on each course (Yellow, Orange, and Brown/Green). Teams desiring to field multiple teams should clearly identify their teams/members.

**E. COURSES:** Courses will include WHITE (Beginner only), YELLOW (Advanced Beginner), ORANGE (Intermediate), and BROWN (Advance Female)/GREEN (Advanced Male). Course specifics are as follows. Cadets may only run one course at the meet.

**\*\*\* (1) WHITE (Beginner only).** This course replaced the NC and requires basic orienteering skills. Cadets competing in this course are not part of the competitive team (Yellow, Orange, and Green). This course competes for medals only. Top 5 males and top 3 females. Trophies are not awarded and this doesn't count for the overall scoring. Absolute time limit is 90 minutes. \*\*\*

**(2) YELLOW (Advanced Beginner).** Course length is typically 2-4 KM with expected winning time of 40 minutes or less. The Yellow course requires basic orienteering skills with successful experience on at least two beginner level (White) orienteering courses. Some off-trail navigation may be required and good compass skills are important. Absolute time limit is 120 minutes.

**(3) ORANGE (Intermediate).** Course length is typically 4-6 KM with an expected winning time of 50 minutes or less. Orange level courses require open forest navigation skills with knowledge of collecting and catching features for most controls. Orange runners should have successfully completed a minimum of two Yellow courses in either practice or competition. Absolute time limit is 120 minutes.

**(4) BROWN/GREEN (Advanced).** Course length is typically 4-7 KM with an expected winning time of 55 minutes or less. Green level courses require open forest navigation with collecting and catching features for all controls. Controls are well-spaced and good compass skills and map knowledge is required. Participants should have successfully navigated a minimum of two Orange level courses and be in top physical condition before attempting. Absolute time limit is 150 minutes.

\* Instructors must ensure that all competitors have the skills necessary to complete their respective course. A cadet should not run a course above their experience level (or with no experience whatsoever), with "hopes" that they will finish. This only result in discouraged cadets who are unable to finish the course and often lead to search parties to find lost cadets.

\*\* *All participants are REQUIRED to check in at the finish to download, even if they are overtime or have not completed their course.*

**F. AWARDS.** Medals will be presented to the top five male individual runners and top three female runners on each course. 1<sup>st</sup> – 5<sup>th</sup> place team trophies will be awarded for each competitive course (yellow, orange, green) and 1<sup>st</sup> – 5<sup>th</sup> place trophies will be awarded for overall team results. Competing units should carefully consider the number of entrants on each course, maximum number of points achievable and cadet skill level.



# 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):

CHARTER BUS ( MASK WILL BE WORN AT ALL TIMES UPON THE CHARTER BUS )

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

N/A

### Mask Compliance:

STUDENTS HAVE VOLUNTEERED TO WEAR MASK AND UNDERSTAND THAT IT IS NOT MANDATORY, BUT HIGHLY RECOMMENDED.

### Social Distancing:

CADETS WILL MAINTAIN SOCIAL DISTANCING WHEN SPACE ALLOWS.

January 6, 2022 - Regular School Board Meeting

**Title**

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

**Description**

This amendment to the 2021-22 Dual Enrollment Articulation Agreement states that Florida Statue 1009.30, effective July 1, 2021, established the Dual Enrollment Scholarship Program, in which the program will reimburse SJR State for tuition and related instructional costs for dual enrollment courses taken by eligible public-school secondary students during the summer 2022 term. As it stands now, no one pays for summer school dual enrollment tuition.

**Gap Analysis**

This amendment is allowing St. Johns River State College to submit reimbursement to the Department of Education for the summer classes that our Clay County District School students take.

**Previous Outcomes**

Clay County has had a positive working relationship with St. Johns River State College for many years. This amendment will help St. Johns River State College receive reimbursement from the State for the summer classes.

**Expected Outcomes**

Clay County students will continue to receive free college-level courses during the summer.

**Strategic Plan Goal**

Goal 1: Develop a High Quality & Aligned Instructional System

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

**Recommendation**

That the School Board of Clay County approve the 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.

**Contact**

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

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

**Financial Impact**

N/A

**Review Comments**

**Attachments**

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

## Amendment to the 2021-2022 Articulation Agreement

### Between St. Johns River State College and Clay County School District

This Amendment to the Dual Enrollment Articulation Agreement, effective August 1, 2021, (hereafter the "Agreement") is entered into by and between Clay County School District, a public school district in Florida ("CCSD") and The District Board of Trustees of St. Johns River State College, Florida ("SJR State") and shall be effective as of August 1, 2021.

WHEREAS, Fla. Stat. 1009.30, effective July 1, 2021, established the Dual Enrollment Scholarship Program, in which the program will reimburse SJR State for tuition and related instructional costs for dual enrollment courses taken by eligible public-school secondary students during the summer 2022 term; and

WHEREAS, this Amendment is made pursuant to the parties' desire to update the Agreement in compliance with Fla. Stat. 1009.30.

NOW, THEREFOR, in consideration of the premises, the parties agree to amend the Agreement as follows:

1. Section 13 (D & E) of the Agreement will be amended with the following:
  - Part D Student Fees: Pursuant to Section 1007.271(16), F.S., Dual Enrollment students are exempt from the payment of tuition and fees. This includes not only tuition and registration and laboratory fees, but all other postsecondary institution fees. Students enrolled in Dual Enrollment courses will be responsible for the cost of any personal or consumable items associated with a specific course or program such as school supplies, background checks, blood tests, one-time-use online licensing fees, etc.
  - Part E Instructional Materials: Instructional materials are defined in Section 1006.29(2), F.S., and shall include but not be limited to, textbooks, consumables, and online course codes. SJR State shall select textbooks used in Dual Enrollment courses. Payment for required textbooks for classes conducted on the high school campuses or on SJR State's campuses will be through the CCSD. The textbooks shall be the property of CCSD. Inventories of Dual Enrollment textbooks will be maintained by individual high schools and/or school district. CCSD will inform students of any fines relating to instructional materials (e.g., late return or lost book fees) prior to issuing them back to the students. CCSD must provide each student with a textbook for each Dual Enrollment course, including courses taught at the high school site. A class set of textbooks does not suffice. Textbooks used by Dual Enrollment students at high school sites will follow the Department of Education's cycle for textbook replacement, with the following provisions: 1) the College has not changed the textbook, or 2) the new textbook edition has not so substantively changed in content that it has rendered the previous edition unusable. SJR State will provide the textbook list for the following semester as soon as the information from the faculty and publishers becomes available.
2. In Section 13 of the Agreement, the following will be added as part I:
  - Reimbursement: Pursuant to Fla. Stat. 1009.30, SJR State will seek reimbursement through the Dual Enrollment Scholarship Program for tuition and related instructional material costs for the summer 2022 term.

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

Signed on this 17 day of Nov 2021

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



Chairman, St. Johns River State College



President, St. Johns River State College

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

for Clay County School District:

Chairman, Clay County School District

Superintendent, Clay County School District

January 6, 2022 - Regular School Board Meeting

**Title**

C9 - APPROVAL TO ADVERTISE THE ADOPTION AND SET THE PUBLIC HEARING FOR March 3, 2022 OF 2022 6-12 MATHEMATICS MATERIALS

**Description**

The Pre-selection Adoption Committee was comprised of teacher representatives from each impacted school and subject area. These certified Clay County District Schools teachers vetted materials for the considered courses using a comprehensive rubric that aligned curricula to materials. The committee met on January 3rd to thoroughly review all available curriculum options from the state adoption list. The team worked to apply rigorous alignment criteria using evaluation tools provided by the Instructional Resources Department and District Curriculum Specialists to each selection to determine the top two products that would best meet the needs of the students of Clay County.

In order to finalize the vetting process and produce a final selection, all impacted teachers will be asked to provide feedback about the top choices and the ability of each to meet the needs of their students. In an effort to be as transparent as possible, the surveys provided detailed information about each product being considered. Feedback will be due to the Instructional Resources Office by January 31st to allow the District Committee to meet to review feedback and recommendations.

The top products selected for each subject are posted on the Instructional Resources page of the District's website. The public is encouraged to view the products and express their individual comments and/or concerns about each one.

Florida State Statute 1006.283 requires an open, noticed school board hearing to receive public comment on the recommended instructional materials. The publication of notice allows CCDS to meet this requirement.

**Gap Analysis**

Instructional Materials for these materials were adopted during the 2013 state adoption year. Supplemental mathematics materials were purchased in 2019.

**Previous Outcomes**

Statute requires a district to adopt within two years of the State's adoption year. F.S. 1006.283 Requires a public hearing to be posted in a publication 20 calendar days prior to the event in order for the public to be made fully aware of the District's intentions.

**Expected Outcomes**

These materials would provide the teachers of Clay County current, quality, and aligned materials to enable them the ability to deliver and plan engaging lessons, and provide students with the resources to maximize learning and increase student outcomes.

**Strategic Plan Goal**

Goal: 1: Develop Great Educators and Leaders

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

**Recommendation**

That the Clay County School Board approve the publishing of an advertisement in the Clay Today, informing the public of a hearing on newly vetted 6-12 Mathematics materials that will occur during the March board meeting.

**Contact**

Roger Dailey, Chief Academic Officer, 904.336.9405, roger.dailey@myoneclay.net

**Financial Impact**

Estimated cost= about \$ 3,000,000 in Instructional Materials Funding

**Review Comments**

**Attachments**

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

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## SCHOOL BOARD OF CLAY COUNTY, FLORIDA

### APPROVAL TO ADVERTISE/NOTICE OF INTENT TO ADOPT 6-12 Mathematics TEXTBOOKS

**Approval to Advertise:** The School Board of Clay County, Florida (“the Board”) approves the advertisement of a Legal Public Notice for the 6-12 Mathematics Textbook Adoption.

**Purpose & Effect:** The proposed adoption pertains to the implementation of the state and school district policies and procedures regarding 6-12 Mathematics..

**Access to Text of Proposed Amendments:** The selected texts will be displayed for public viewing on March 3, prior to the regular school board meeting between the hours of 5pm and 6pm. The texts are also available for viewing by appointment in the Instructional Resources Department of Clay County District Schools, located at 900 Walnut Street, Green Cove Springs, Florida 32043, from January 7 through April 3.

**Rule Making Authority:** The Board is authorized to select adequate instructional materials for all students in accordance with section 1006.283 of the Florida Statutes

**Laws Implemented:** The laws implemented by the above-referenced adoption fall within Florida Statute 1006.28.

**Person(s) Originating Policy Changes:** The proposed adoption was originated by the Chief Academic Officer in collaboration with the Supervisor of Instructional Resources.

**Public Hearing:** The Board intends to formally adopt the proposed texts following a public hearing. ***The public hearing shall be held on Thursday, March 3, 2022***, during the course of the Board’s regular meeting, which begins ***at 6:00 p.m.*** and takes place in the Boardroom at the Teacher In-service Training Center at Fleming Island High School, 2233 Village Square Parkway, Orange Park, Florida.

Any person requiring special accommodations to attend or participate in public meetings should advise the School District at least 48 hours before the meeting by contacting the Superintendent’s Office at (904) 336-6508. If you are hearing or speech impaired, you may contact the District by email addressed to [bonnie.onora@myoneclay.net](mailto:bonnie.onora@myoneclay.net) or by calling (904) 336-6584 (TDD).

If a person decides to appeal any decision made by the Board with respect to any matter considered at the meeting, he or she will need a record of the proceedings, and, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

## 6-12 Math Adoption - Links to publisher materials

Click on the *Public Link* to access the materials. Use the *Username* and *Password* as provided by the publisher.

Publisher	Grade Band/Subject	Link	Username	Password
Houghton Mifflin Harcourt	6-8 Algebra 1	<a href="http://hmhco.com/FLBestMath">hmhco.com/FLBestMath</a>	FLPublicReviewStudent1	TheBEST1!
McGraw-Hill	6-8 Algebra 1	<a href="http://my.mheducation.com">my.mheducation.com</a>	flreveal612public	flreveal612public
National Geographic Learning/Cengage	6-8 Algebra 1	<a href="http://bigideaslearning.com/programs/florida/pub_review">bigideaslearning.com/programs/florida/pub_review</a>		floridasbest_review2021
Savvas	6	<a href="https://assets.savvas.com/file-vault/flipbooks/floridareview/math/2023/FL_MGM_G6_SE/?_ga=2.113240196.1480979018.1625538334-1089380622.1606776728">assets.savvas.com/file-vault/flipbooks/floridareview/math/2023/FL_MGM_G6_SE/?_ga=2.113240196.1480979018.1625538334-1089380622.1606776728</a>		
	7	<a href="https://assets.savvas.com/file-vault/flipbooks/floridareview/math/2023/FL_MGM_G7_SE/?_ga=2.51719081.1480979018.1625538334-1089380622.1606776728">assets.savvas.com/file-vault/flipbooks/floridareview/math/2023/FL_MGM_G7_SE/?_ga=2.51719081.1480979018.1625538334-1089380622.1606776728</a>		
	8/Pre-Algebra	<a href="https://assets.savvas.com/file-vault/flipbooks/floridareview/math/2023/FL_MGM_G8_SE/?_ga=2.50127654.1480979018.1625538334-1089380622.1606776728">assets.savvas.com/file-vault/flipbooks/floridareview/math/2023/FL_MGM_G8_SE/?_ga=2.50127654.1480979018.1625538334-1089380622.1606776728</a>		
	Algebra 1	<a href="https://assets.savvas.com/file-vault/flipbooks/floridareview/math/2023/FL_Math_Algebra1_SE/">assets.savvas.com/file-vault/flipbooks/floridareview/math/2023/FL_Math_Algebra1_SE/</a>		
	Geometry	<a href="https://assets.savvas.com/file-vault/flipbooks/floridareview/math/2023/FL_Math_Geometry_SE/">assets.savvas.com/file-vault/flipbooks/floridareview/math/2023/FL_Math_Geometry_SE/</a>		
	Algebra 2	<a href="https://assets.savvas.com/file-vault/flipbooks/floridareview/math/2023/FL_Math_Algebra2_SE/">assets.savvas.com/file-vault/flipbooks/floridareview/math/2023/FL_Math_Algebra2_SE/</a>		
National Geographic Cengage	Mathematics for Data and Financial Literacy Reg/Honors	<a href="http://www.cengage.com/coursepages/Florida_Math_Clay">www.cengage.com/coursepages/Florida_Math_Clay</a>		
Savvas	Mathematics for Data and Financial Literacy Reg/Honors	<a href="https://assets.savvas.com/file-vault/flipbooks/floridareview/math/2023/ahe/FL22-public-gaze-ThinkQuant.pdf">https://assets.savvas.com/file-vault/flipbooks/floridareview/math/2023/ahe/FL22-public-gaze-ThinkQuant.pdf</a>		
Houghton Mifflin Harcourt	Foundational Skills in Mathematics	Not available at this time		
Savvas	Foundational Skills in Mathematics	<a href="https://assets.savvas.com/file-vault/flipbooks/floridareview/math/2023/ahe/FL22-public-FoundationsMath.pdf">https://assets.savvas.com/file-vault/flipbooks/floridareview/math/2023/ahe/FL22-public-FoundationsMath.pdf</a>		
Houghton Mifflin Harcourt	Mathematics for College Algebra	Not available at this time		
National Geographic Cengage	Mathematics for College Algebra	Both submissions: <a href="http://www.cengage.com/coursepages/Florida_Math_Clay">www.cengage.com/coursepages/Florida_Math_Clay</a>		
Savvas	Mathematics for College Algebra	<a href="https://assets.savvas.com/file-vault/flipbooks/floridareview/math/2023/ahe/FL22-public-lial-CollAlgTrig.pdf">https://assets.savvas.com/file-vault/flipbooks/floridareview/math/2023/ahe/FL22-public-lial-CollAlgTrig.pdf</a>		
Savvas	Mathematics for College Algebra	<a href="https://assets.savvas.com/file-vault/flipbooks/floridareview/math/2023/ahe/FL22-educator-reviewer-blitzer-AlgTrig.pdf">https://assets.savvas.com/file-vault/flipbooks/floridareview/math/2023/ahe/FL22-educator-reviewer-blitzer-AlgTrig.pdf</a>		
National Geographic Cengage	Pre-Calculus Honors	Both submissions: <a href="http://www.cengage.com/coursepages/Florida_Math_Clay">www.cengage.com/coursepages/Florida_Math_Clay</a>		
Savvas	Pre-Calculus Honors	<a href="https://assets.savvas.com/file-vault/flipbooks/floridareview/math/2023/ahe/FL22-public-demana-precalfinal.pdf">https://assets.savvas.com/file-vault/flipbooks/floridareview/math/2023/ahe/FL22-public-demana-precalfinal.pdf</a>		

<b>Savvas</b>	Pre-Calculus Honors	<a href="https://assets.savvas.com/file-vault/flipbooks/floridareview/math/2023/ahe/FL22-public-sullivan-precal.pdf">https://assets.savvas.com/file-vault/flipbooks/floridareview/math/2023/ahe/FL22-public-sullivan-precal.pdf</a>
<b>Savvas</b>	Pre-Calculus Honors	<a href="https://assets.savvas.com/file-vault/flipbooks/floridareview/math/2023/ahe/FL22-public-blitzer-precal.pdf">https://assets.savvas.com/file-vault/flipbooks/floridareview/math/2023/ahe/FL22-public-blitzer-precal.pdf</a>
<b>National Geographic Cengage</b>	Mathematics for College Liberal Arts	<a href="http://www.cengage.com/coursepages/Florida_Math_Clay">www.cengage.com/coursepages/Florida_Math_Clay</a>
<b>Savvas</b>	Mathematics for College Liberal Arts	<a href="https://assets.savvas.com/file-vault/flipbooks/floridareview/math/2023/ahe/FL22-public-blitzer-thinkmath.pdf">https://assets.savvas.com/file-vault/flipbooks/floridareview/math/2023/ahe/FL22-public-blitzer-thinkmath.pdf</a>
<b>National Geographic Cengage</b>	Probability & Statistics w/Applications Honors	<a href="http://www.cengage.com/coursepages/Florida_Math_Clay">www.cengage.com/coursepages/Florida_Math_Clay</a>
<b>Savvas</b>	Probability & Statistics w/Applications Honors	<a href="https://assets.savvas.com/file-vault/flipbooks/floridareview/math/2023/ahe/FL22-public-bock-SMW5.pdf">https://assets.savvas.com/file-vault/flipbooks/floridareview/math/2023/ahe/FL22-public-bock-SMW5.pdf</a>

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## School Board of Clay County

### January 6, 2022 - Regular School Board Meeting

#### **Title**

C10 - 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**

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

**PROPOSED CHANGES TO STAFF ALLOCATIONS  
2021-2022 SUMMARY  
Board Meeting, January 6, 2022**

School	Add	Delete	Allocation	Comment	Salary	Benefits	Total Cost
			<b>2021-2022 ACTIONS</b>				
			<b>Food and Nutrition Services (410/7600)</b>				
CHS-0341	1.0		Cafeteria Van Driver (7.50 hours)	Program Needs	\$17,512	\$5,651	\$23,163
				<b>TOTAL:</b>	\$17,512	\$5,651	\$23,163

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January 6, 2022 - Regular School Board Meeting

**Title**

C11 - Monthly Financial Reports for November, 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 November 30, 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 November, 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**

- 📎 [November 2021 Board Monthly Financial Report.pdf](#)
- 📎 [November 2021 Board Monthly Property Report.pdf](#)
- 📎 [Contracts 50 Thousand and Greater.pdf](#)

**CLAY COUNTY SCHOOL BOARD**  
**SUMMARY OF CASH INVESTMENTS**  
**07/01/2021 thru 11/30/2021**

	CASH BALANCE	INVESTMENT AMOUNT	TYPE	GRAND TOTAL
General Fund(3)	5,003.00	41,611,384.94	(1) & (4) SBA/OTH	41,616,387.94
Debt Services(5)	0.00	465,899.50	SBA/OTH	465,899.50
Capital Projects	0.00	51,247,535.87	SBA	51,247,535.87
Special Rev. - Other	0.00	0.00	SBA	0.00
Spec. Rev - Food Service	7,031,546.47	1,192,332.76	SBA	8,223,879.23
Self Insurance	0.00	4,698,025.47	SBA	4,698,025.47
<b>GRAND TOTAL</b>	<b>7,036,549.47</b>	<b>99,215,178.54</b>		<b>106,251,728.01</b>

NOTES:

1. The rate of interest earned on investments with the State Board of Administration during the month of November, 2021 was 0.10%.
2. For comparison purposes with the General Fund Statement of Revenue, we have completed 41.67% 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 \$1,250,986.05 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 November, 2021 was 0.05%.
5. Trustee Accounts - Amounts placed with SBA by the Florida Department of Education for investment of debt service moneys.

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**CLAY COUNTY SCHOOL BOARD**  
**GENERAL FUNDS**  
**STATEMENT OF REVENUE**  
**07/01/2021 Thru 11/30/2021**

		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%
<b>Federal Direct - Total</b>			<b>924,578.00</b>	<b>924,578.00</b>	<b>97,592.08</b>	
Fed thru Local and State Revenue	Medicaid	3202	2,100,000.00	2,100,000.00	478,147.20	22.77%
	Ed Stabilization-VPK	3273	10,500.00	10,500.00	10,500.00	100.00%
	Federal Through Local Revenue	3280	587,181.00	590,365.00	90,377.45	15.31%
<b>Fed thru Local and State - Total</b>			<b>2,697,681.00</b>	<b>2,700,865.00</b>	<b>579,024.65</b>	
State Sources	Florida Educ Finance Program	3310	199,788,388.00	199,788,388.00	78,579,426.00	39.33%
	Workforce Development	3315	495,645.00	495,645.00	309,902.00	62.52%
	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	18,451.28	51.25%
	Class Size Reduction	3355	36,805,202.00	36,805,202.00	15,335,500.00	41.67%
	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	208,018.00	48.95%
	Miscellaneous State Revenue	3390	824,057.10	824,057.10	240,255.44	29.16%
<b>State Sources - Total</b>			<b>238,476,292.10</b>	<b>238,476,292.10</b>	<b>94,721,872.74</b>	
Local Sources	District School Taxes	3411	58,989,012.00	58,989,012.00	2,673,900.24	4.53%
	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	194,204.16	48.55%
	Interest Incl Profit On Invest	3430	130,000.00	130,000.00	31,746.10	24.42%
	Gifts Grants & Bequests	3440	199,650.52	230,625.52	46,069.87	19.98%
	Adult Gen Educ Course Fee-GED	3461	35,000.00	35,000.00	12,800.00	36.57%
	Postsecondary Voc Course Fees	3462	20,000.00	29,494.71	9,494.71	32.19%
	Lifelong Learning Fees	3466	15,000.00	15,000.00	0.00	0.00%
	Other Student Fees	3469	25,000.00	29,996.25	7,405.25	24.69%
	Preschool Program Fees	3471	575,000.00	575,000.00	68,015.70	11.83%
	Other School & Class Fees	3479	15,000.00	20,424.65	8,374.65	41.00%
	Miscellaneous Local Sources	3490	1,431,252.37	1,373,364.64	1,223,274.76	89.07%
	Receipt Of Fed Indirect Cost	3494	600,000.00	600,000.00	449,289.63	74.88%
	Other Misc Local Sources	3495	275,000.00	275,000.00	9,450.00	3.44%
	Refund Of Prior Year's Expense	3497	5,000.00	5,000.00	45,937.67	918.75%
	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%
<b>Local Sources - Total</b>			<b>64,147,914.89</b>	<b>64,140,917.77</b>	<b>4,780,032.74</b>	
Transfers	Transfer From Capital Projects	3630	4,875,000.00	4,875,000.00	859,961.00	17.64%
<b>Transfers - Total</b>			<b>4,875,000.00</b>	<b>4,875,000.00</b>	<b>859,961.00</b>	
Other Financing Sources	Sale Of Equipment	3733	0.00	120,000.00	38,608.83	32.17%
	Insurance Loss Recoveries	3740	0.00	11,028.00	118.50	1.07%
<b>OFS - Total</b>			<b>0.00</b>	<b>131,028.00</b>	<b>38,727.33</b>	
<b>Revenues - Total</b>			<b>311,121,465.99</b>	<b>311,248,680.87</b>	<b>101,077,210.54</b>	<b>32.47%</b>
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	
<b>Fund Balance - Total</b>			<b>37,022,513.96</b>	<b>37,022,513.96</b>	<b>37,022,513.96</b>	
<b>Grand Total</b>			<b>348,143,979.95</b>	<b>348,271,194.83</b>	<b>138,099,724.50</b>	<b>39.65%</b>

**CLAY COUNTY SCHOOL BOARD**  
**GENERAL FUNDS**  
**STATEMENT OF EXPENDITURES AND TRANSFERS**  
**07/01/2021 thru 11/30/2021**

Expense	Acct#	Original Budget	Amended Budget	Salaries	Emp. Benefits	Pur. Services	Eng. Services	Mat. Supplies	Cap. Outlay	Other Transfers	Totals	% OF Budget
Basic FEPP K-12	5100	153,797,324.62	156,855,549.24	26,962,461.01	8,765,478.53	8,690,800.08	17.88	4,443,575.60	290,965.85	311,344.39	49,464,643.34	31.54%
Exceptional Education	5200	51,836,686.09	51,876,944.36	10,683,933.75	3,590,669.28	873,348.41	1,069.00	128,625.33	35,325.86	13,897.24	15,326,868.87	29.54%
Career Technical Education	5300	10,087,831.68	11,476,259.57	1,748,624.01	560,901.12	183,039.15	2,206.00	96,206.81	107,174.25	3,103.60	2,701,254.94	23.54%
Adult General	5400	474,338.24	504,365.33	58,255.88	15,968.90	15,634.00	-	2,334.40	-	16,358.08	108,551.26	21.59%
Voluntary Pre K	5500	1,068,975.87	1,073,623.20	236,868.69	69,271.00	3,650.05	-	16,128.73	259.00	-	326,277.47	30.39%
Other Instruction	5900	0.00	4,908.00	428,867.86	68,158.98	-	-	-	4,908.00	-	501,934.85	10,226.87%
Student Support Services	6100	18,029,078.60	18,294,253.07	4,450,465.76	1,303,347.94	112,881.46	990.00	77,127.44	36,987.16	10,140.10	5,991,939.86	32.75%
Instructional Media Services	6200	4,905,405.02	4,910,749.17	983,273.83	328,593.74	184,565.82	-	20,279.26	99,777.67	1,750.00	1,618,240.32	32.99%
Curriculum Development	6300	4,391,845.66	4,400,414.22	1,190,193.44	332,975.15	78,663.81	271.00	9,542.40	12,932.40	597.70	1,625,175.90	36.93%
Inst. Staff Training Services	6400	2,613,360.54	2,535,939.80	631,703.84	169,353.73	74,840.55	-	32,728.38	-	8,601.00	917,227.90	36.17%
Instruction Related Technology	6500	5,072,327.13	5,057,544.61	916,343.75	285,898.64	749,607.70	-	32,937.98	157,673.04	-	2,122,461.11	41.88%
Board	7100	835,651.27	835,651.27	160,713.80	60,328.24	61,701.25	-	-	-	26,467.43	329,879.23	39.49%
General Administration	7200	447,253.48	447,253.48	117,859.21	51,125.30	7,121.70	197.00	(836.33)	-	16,155.00	191,621.88	42.84%
School Administration	7300	16,831,752.22	16,867,769.24	5,308,023.81	1,465,906.22	19,925.74	-	13,372.39	28,417.54	17,513.49	6,853,159.19	40.63%
Facilities Acquisition and Construction	7400	3,338,482.01	3,342,298.29	287,186.98	79,596.21	167,771.43	1,031.00	2,066.03	649,956.53	281,439.09	1,469,055.87	43.95%
Fiscal Services	7500	1,797,290.56	1,792,048.56	420,737.68	109,857.59	14,232.48	-	3,274.60	-	1,285.50	549,367.79	30.66%
Food Services	7600	96,339.86	96,339.86	52,752.83	18,442.26	-	-	-	-	-	71,195.09	73.90%
Central Services	7700	4,026,163.26	4,272,774.49	965,606.28	266,327.65	45,806.11	2,093.14	24,923.67	212,142.57	6,242.00	1,523,141.42	35.65%
Pupil Transportation Services	7800	12,824,206.26	12,849,317.51	2,655,563.94	816,088.16	104,591.41	445,944.12	167,568.73	46,414.97	32,276.89	4,278,448.32	33.30%
Operation of Plant	7900	23,803,325.83	24,189,420.98	2,524,198.65	849,142.26	2,075,971.02	2,755,054.81	279,113.77	42,958.69	71,994.61	8,598,433.81	35.95%
Maintenance Of Plant	8100	6,940,962.91	6,940,962.91	1,293,220.52	396,995.17	493,705.75	51,953.76	476,771.52	143,855.11	868.90	2,857,370.73	41.17%
Administrative Technology Svcs	8200	1,994,491.07	2,007,360.18	489,438.24	138,151.48	86,314.89	3,207.00	1,443.40	2,483.57	230.40	721,278.88	35.93%
Community Services	9100	593,419.65	595,962.21	110,263.73	46,795.85	168.60	-	7,593.20	4,084.33	3,000.00	171,905.71	28.85%
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%
<b>Total Expense</b>		<b>325,806,521.83</b>	<b>331,350,223.55</b>	<b>62,686,656.09</b>	<b>19,769,343.35</b>	<b>14,064,341.41</b>	<b>3,264,034.71</b>	<b>5,835,465.82</b>	<b>1,876,326.54</b>	<b>823,265.52</b>	<b>108,319,433.44</b>	<b>32.69%</b>

Nonspendable Fund Balance	6/30/2022	600,000.00	600,000.00
Restricted Fund Balance	6/30/2022	8,500,000.00	4,500,000.00
Assigned Fund Balance	6/30/2022	3,489,576.68	4,000,000.00
Unassigned Fund Balance	6/30/2022	9,747,881.44	7,820,965.28
<b>Total Fund Balance</b>	6/30/2022	<b>22,337,458.12</b>	<b>16,920,965.28</b>
<b>Grand Totals</b>		<b>348,143,979.95</b>	<b>348,271,194.83</b>

600,000.00
4,500,000.00
3,489,576.68
21,180,714.38
<b>29,780,291.06</b>
<b>138,099,724.50</b>
<b>39.65%</b>

**CLAY COUNTY SCHOOL BOARD**  
**GENERAL FUNDS - Additional Millage Fund**  
**STATEMENT OF REVENUE**  
**07/01/2021 thru 11/30/2021**

		Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
Local Sources	District School Taxes	3411	13,817,993.00	13,817,993.00	612,964.39	4.44%
<b>Local Sources - Total</b>			<b>13,817,993.00</b>	<b>13,817,993.00</b>	<b>612,964.39</b>	
<b>Revenue</b>			<b>13,817,993.00</b>	<b>13,817,993.00</b>	<b>612,964.39</b>	
<b>Fund Balance - Total 7-1-2021</b>			<b>9,446,047.65</b>	<b>9,446,047.65</b>	<b>9,446,047.65</b>	
<b>Grand Total</b>			<b>23,264,040.65</b>	<b>23,264,040.65</b>	<b>10,059,012.04</b>	<b>43.24%</b>

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**CLAY COUNTY SCHOOL BOARD**  
**GENERAL FUNDS - Additional Millage Fund**  
**STATEMENT OF EXPENDITURES AND TRANSFERS**  
**07/01/2021 thru 11/30/2021**

Expense	Acct#	Original Budget	Amended Budget	Salaries	Emp Benefits	Purch Services	Eng Services	Mat Supplies	Cap Outlay	Other Misc.	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	158,523.17	0.00	158,570.11	3.05%
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	1,039,955.39	400,989.44	187,503.50	18,489.13	14,487.48	56,098.98	260.00	1,717,783.92	32.20%
Maintenance Of Plant	8100	141,894.88	141,894.88	47,943.92	13,090.68	0.00	0.00	0.00	0.00	0.00	61,024.6	43.01%
<b>Total Expense</b>		<b>10,677,504.24</b>	<b>10,677,504.24</b>	<b>1,090,181.63</b>	<b>414,520.10</b>	<b>190,412.39</b>	<b>18,489.13</b>	<b>14,487.48</b>	<b>214,622.15</b>	<b>260.00</b>	<b>1,942,972.88</b>	<b>18.20%</b>
Restricted Fund Balance	6/30/2022	12,586,536.41	12,586,536.41								8,116,039.16	
Unassigned Fund Balance	6/30/2022	0.00	0.00								0.00	
<b>Total Fund Balance</b>		<b>12,586,536.41</b>	<b>12,586,536.41</b>								<b>8,116,039.16</b>	
<b>Grand Totals</b>		<b>23,264,040.65</b>	<b>23,264,040.65</b>								<b>10,059,012.04</b>	<b>43.24%</b>

**CLAY COUNTY SCHOOL BOARD**  
**DEBT SERVICE FUND**  
**STATEMENT OF REVENUE, EXPENDITURES, AND TRANSFERS**  
**07/01/2021 Thru 11/30/2021**

**REVENUE AND TRANSFERS**

**Local Sources**

	Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
Interest Incl Profit On Invest	3430	886.05	886.05	105.03	11.85%
<b>Total Local Sources</b>		886.05	886.05	105.03	

**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	100.58	100.58	0.00	0.00%
Racing Commission Funds	3341	223,250.00	223,250.00	0.00	0.00%
<b>Total State Sources</b>		282,075.58	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	0.00	0.00%
<b>Total Transfers</b>		6,805,051.72	6,805,051.72	0.00	
<b>Total REVENUE AND TRANSFERS</b>		7,088,013.35	7,088,013.35	105.03	0.00%
<b>Fund Balance July 1, 2021</b>		468,877.53	468,877.53	468,877.53	
<b>GRAND TOTAL</b>		7,556,890.88	7,556,890.88	468,982.56	6.21%

**EXPENDITURES**

**Debt Service**

	Accl #	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	42,999.38	3.44%
Dues And Fees	730	18,826.58	18,826.58	5,226.08	27.76%
<b>Total Debt Service</b>		7,082,207.06	7,082,207.06	48,225.46	
<b>Total EXPENDITURES</b>		7,082,207.06	7,082,207.06	48,225.46	

**FUND BALANCE**

**Fund Balance**

	Acct #	Original Budget	Amended Budget		
Fund Balance June 30, 2022	2750	474,683.82	474,683.82	420,757.10	
<b>GRAND TOTAL</b>		7,556,890.88	7,556,890.88	468,982.56	6.21%

**CLAY COUNTY SCHOOL BOARD**  
**CAPITAL IMPROVEMENTS FUNDS**  
**STATEMENT OF REVENUE, EXPENDITURES, AND TRANSFERS**  
**07/01/2021 Thru 11/30/2021**

**REVENUE AND TRANSFERS**

<b>Local Sources</b>					
	Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
District Local Cap Improv Taxes	3413	20,292,325.00	20,292,325.00	938,210.54	4.62%
Local Sales Taxes	3418	14,000,000.00	14,000,000.00	5,561,222.83	39.72%
Tax Redemptions	3421	0.00	0.00	0.00	0.00%
Interest Incl Profit On Invest	3430	7,075.00	7,075.00	121.06	1.71%
Impact Fees	3496	9,500,000.00	9,500,000.00	2,006,529.42	21.12%
<b>Total Local Sources</b>		<b>43,799,400.00</b>	<b>43,799,400.00</b>	<b>8,506,083.85</b>	

<b>OTHER FINANCING SOURCES</b>					
	Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
Sale Of Equipment	3733	50,000.00	50,000.00	0.00	0.00%
<b>Total OFS</b>		<b>50,000.00</b>	<b>50,000.00</b>	<b>0.00</b>	

<b>State Sources</b>					
	Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
CO & DS Distribut 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	346,036.00	744.16%
Charter Sch Capital Outlay Revenue	3397	796,000.00	796,000.00	0.00	0.00%
<b>Total State Sources</b>		<b>2,142,500.00</b>	<b>2,142,500.00</b>	<b>346,036.00</b>	
<b>Total REVENUE AND TRANSFERS</b>		<b>45,991,900.00</b>	<b>45,991,900.00</b>	<b>8,852,119.85</b>	<b>19.25%</b>
Fund Balance July 1, 2021		48,091,052.17	48,091,052.17	48,091,052.17	
<b>GRAND TOTAL</b>		<b>94,082,952.17</b>	<b>94,082,952.17</b>	<b>56,943,172.02</b>	<b>60.52%</b>

**EXPENDITURES**

<b>Debt Service</b>					
	Acct #	Original Budget	Amended Budget	Expenditures	% OF EXP
Redempt Of Pmc	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%
<b>Total Debt Service</b>		<b>112,320.00</b>	<b>112,320.00</b>	<b>0.00</b>	

<b>Gen Sup Srvc</b>					
	Acct #	Original Budget	Amended Budget	Expenditures	% OF EXP
Bldg & Fixed Eq	630	36,058,457.61	36,063,088.64	1,258,358.93	3.49%
Dir Purch Bldgs	631	6,262,403.82	5,802,515.79	16,008.82	0.28%
Equip \$1000 Over	641	54,415.16	64,415.16	0.00	0.00%
Equip LT \$1000	642	212,364.37	302,364.37	94,205.75	31.16%
Comp Hdw > \$1000	643	134,246.72	127,935.44	34,227.89	26.75%
Cptr Hdw < \$1000	644	602,655.38	669,713.87	26,832.62	4.01%
TechRel FE > 1000	648	0.00	25,000.00	0.00	0.00%
TechRel FFE < 1000	649	20,000.00	25,000.00	2,397.30	9.59%
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	600,000.00	0.00	0.00%
Non-Cap Imprv Other Than Bldgs.	672	3,362,338.63	3,636,511.04	791,372.80	21.76%
Cap Remodeling	681	10,152,342.27	10,578,204.48	290,342.27	2.74%
Non-Cap Remodlg/Renovations	682	14,079,388.69	13,917,611.07	2,212,371.44	15.90%
Dir Prch-Cap	683	900,491.24	600,491.24	0.00	0.00%
Dir Purch-Non-Ca	684	40,434.12	40,434.12	23,475.40	58.06%
Software > 1000	691	445,978.36	482,578.36	426,586.95	88.40%
Software < 1000	692	301,066.05	226,376.84	127,675.23	56.40%
CHARTER Cap TAX	795	0.00	0.00	112,018.65	0.00%
<b>Total Gen Sup Srvc</b>		<b>75,119,292.50</b>	<b>75,119,292.50</b>	<b>5,582,129.05</b>	

<b>Xfer Of Funds</b>					
	Acct #	Original Budget	Amended Budget	Expenditures	% OF EXP
Xfer To Gen Fnd	910	4,875,000.00	4,875,000.00	791,339.00	16.23%
Xfer To Dbt Svc	920	6,805,051.73	6,805,051.73	0.00	0.00%
<b>Total Xfer Of Funds</b>		<b>11,680,051.73</b>	<b>11,680,051.73</b>	<b>791,339.00</b>	
<b>Total EXPENDITURES</b>		<b>86,911,664.23</b>	<b>86,911,664.23</b>	<b>6,373,468.05</b>	<b>7.33%</b>

<b>Fund Balance</b>					
	Acct #	Original Budget	Amended Budget		
Fund Balance June 30, 2022	2750	7,171,287.94	7,171,287.94	50,569,703.97	
<b>GRAND TOTAL</b>		<b>94,082,952.17</b>	<b>94,082,952.17</b>	<b>56,943,172.02</b>	<b>60.52%</b>

**CLAY COUNTY SCHOOL BOARD**  
**SPECIAL REVENUE FUNDS - FOOD SERVICES**  
**STATEMENT OF REVENUE, EXPENDITURES, AND TRANSFERS**  
**07/01/2021 Thru 11/30/2021**

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	113.42	5.67%
Adult Breakfasts/Lunches	3453	5,000.00	1,800.00	0.00	0.00%
Student A La Carte	3454	1,226,800.00	1,225,000.00	478,346.44	39.05%
Miscellaneous Local Sources	3490	5,000.00	5,000.00	0.00	0.00%
<b>Total Local Sources</b>		<b>1,238,800.00</b>	<b>1,233,800.00</b>	<b>478,459.86</b>	
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	3,304.00	16.52%
U S D A Donated Commoditi	3265	1,298,000.00	1,298,000.00	0.00	0.00%
Summer Food Service Program	3266	16,327,500.00	5,000.00	6,614,174.29	132,283.49%
<b>Total Federal thru Local and State</b>		<b>17,625,500.00</b>	<b>17,630,500.00</b>	<b>6,617,478.29</b>	
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%
<b>Total State Sources</b>		<b>145,000.00</b>	<b>145,000.00</b>	<b>0.00</b>	
<b>Total REVENUE AND TRANSFERS</b>		<b>19,009,300.00</b>	<b>19,009,300.00</b>	<b>7,095,938.15</b>	<b>37.33%</b>
Fund Balance July 1, 2021		7,061,026.92	7,061,026.92	7,061,026.92	
<b>GRAND TOTAL</b>		<b>26,070,326.92</b>	<b>26,070,326.92</b>	<b>14,156,965.07</b>	<b>54.30%</b>

EXPENDITURES					
Gen Sup Svc					
	Acct #	Original Budget	Amended Budget	Expenditures	% OF EXP
Administrator	110	2,084,610.44	2,084,610.44	736,846.04	35.35%
Other Support	160	4,201,077.74	4,201,077.74	1,524,814.57	36.30%
COVID LEAVE OTHR	169	14,707.50	14,707.50	0.00	0.00%
Retirement	210	564,404.82	564,404.82	253,551.09	44.92%
Social Security	220	478,189.54	478,189.54	166,368.52	34.79%
Group Insurance	230	2,034,660.16	2,034,660.16	426,886.33	20.98%
Workmans Comp	240	73,932.41	73,932.41	30,881.85	41.77%
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	1,649.22	25.77%
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	9,000.00	47.12%
Wireless Plan	372	1,000.00	1,000.00	0.00	0.00%
Tech Communicn	379	0.00	0.00	97.89	0.00%
Refuse	381	0.00	0.00	0.00	0.00%
Othr Purch Svc	390	93,976.35	93,976.35	6,535.00	6.95%
Printing	391	5,000.00	5,000.00	4,890.00	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	1,060.00	23.04%
Diesel Fuel	460	3,600.00	3,600.00	1,313.00	36.47%
Supplies	510	685,000.00	685,000.00	290,969.82	42.48%
Toner/Type 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	265.00	5.89%
Tires & Tubes	560	1,000.00	1,000.00	461.00	46.10%
Food	570	6,416,382.00	6,416,382.00	3,119,767.18	48.62%
Commodities	580	1,400,000.00	1,400,000.00	0.00	0.00%
Other Matl/Supp	590	0.00	0.00	0.00	0.00%
AV Mat \$1000/Ovr	621	0.00	0.00	0.00	0.00%
AV Mat L/T \$1000	622	200.00	200.00	0.00	0.00%
Bldg & Fixed Eq	630	0.00	200.00	0.00	0.00%
Equip \$1000 Over	641	491,300.00	491,300.00	31,888.68	6.49%
Equip L/T \$1000	642	23,000.00	23,000.00	6,585.05	28.63%
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	0.00%
Cap Remodlg	681	1,771,508.65	1,771,508.65	355,206.40	20.05%
Non-Cap Remodlg/Renovations	682	29,000.00	29,000.00	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	19,029.72	59.47%
Oth Pers Svcs	750	9,000.00	9,000.00	8,272.00	91.91%
Misc Evlnd Cst	792	225,000.00	225,000.00	0.00	0.00%
<b>Total Gen Sup Svc</b>		<b>21,004,282.61</b>	<b>21,004,482.61</b>	<b>7,126,028.97</b>	
<b>Total EXPENDITURES</b>		<b>21,004,282.61</b>	<b>21,004,482.61</b>	<b>7,126,028.97</b>	<b>33.93%</b>
Fund Balance June 30, 2022	2750	5,066,044.31	5,065,844.31	7,030,936.10	
<b>Total Fund Balance</b>		<b>5,066,044.31</b>	<b>5,065,844.31</b>	<b>7,030,936.10</b>	
<b>GRAND TOTAL</b>		<b>26,070,326.92</b>	<b>26,070,326.92</b>	<b>14,156,965.07</b>	<b>54.30%</b>

**CLAY COUNTY SCHOOL BOARD**  
**SPECIAL REVENUE FUNDS - OTHER**  
**STATEMENT OF REVENUE**  
**07/01/2021 thru 11/30/2021**

		Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
Federal Direct	Miscellaneous Federal Direct	3199	126,503.61	126,503.61	22,518.78	17.80%
<b>Federal Direct - Total</b>			<b>126,503.61</b>	<b>126,503.61</b>	<b>20,637.17</b>	
Fed thru Local and State	Career And Technical Education	3201	375,459.19	375,459.19	93,194.58	24.82%
	Adult General Education	3221	263,087.77	263,087.77	67,879.13	25.80%
	English Literacy And Civics Ed	3222	50,781.96	50,781.96	16,570.68	32.63%
	Title II	3226	1,200,229.10	1,200,229.10	451,616.79	37.63%
	I D E A	3230	8,651,799.78	8,665,676.72	2,632,921.29	30.38%
	Title I - Elem & Secondary Ed	3240	5,095,805.54	5,385,805.54	1,618,783.81	30.06%
	Title III	3241	209,124.83	209,124.83	60,938.85	29.14%
	Twenty-First Century Schools	3242	958,412.11	958,412.11	259,179.88	27.04%
	Other Federal Thru State	3290	95,000.00	95,000.00	22,968.65	24.18%
<b>Federal thru Local and State - Total</b>			<b>16,899,700.28</b>	<b>17,203,577.22</b>	<b>5,224,053.66</b>	
Local Sources	Interest Incl Profit On Invest	3430	0.00	0.00	1,881.61	NA
<b>Local Sources - Total</b>			<b>0.00</b>	<b>0.00</b>	<b>1,881.61</b>	
<b>Total</b>			<b>17,026,203.89</b>	<b>17,330,080.83</b>	<b>5,246,572.44</b>	<b>30.27%</b>

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**CLAY COUNTY SCHOOL BOARD**  
**SPECIAL REVENUE FUNDS - OTHER**  
**STATEMENT OF EXPENDITURES AND TRANSFERS**  
**07/01/2021 thru 11/30/2021**

Expense	Acct#	Original Budget	Amended Budget	Salaries	Emp Benefits	Purch Services	Energy Services	Mat Supplies	Cap Outlay	Other Transfers	Totals	% Of Budget
Basic FEPP K-12	5100	4,033,848.95	4,098,174.33	701,178.62	230,470.65	57,401.60	0.00	50,516.19	272,107.71	1,924.97	1,313,599.74	32.05%
Exceptional	5200	5,163,841.83	5,209,382.23	940,659.68	334,818.22	153,393.33	0.00	33,602.13	9,823.97	0.00	1,472,297.33	28.26%
Career Technical Education	5300	310,140.13	310,140.13	0.00	0.00	105.49	0.00	20,104.38	60,877.35	7,180.00	88,267.22	28.46%
Adult General	5400	127,042.83	127,043.84	14,828.59	7,949.28	174.00	0.00	973.96	0.00	12,721.41	36,647.24	28.85%
Other Instruction	5900	469,065.73	468,485.73	69,482.30	14,217.55	0.00	0.00	35,943.11	39,000.00	0.00	158,642.96	33.86%
Student Support Services	6100	1,528,290.04	1,551,805.69	357,276.51	115,917.49	24,567.75	0.00	7,608.47	0.00	762.50	506,132.72	32.62%
Instructional Media Services	6200	9,667.79	7,367.79	0.00	0.00	0.00	0.00	0.00	982.21	0.00	982.21	13.33%
Inst & Curric Dev Services	6300	1,976,897.90	1,922,195.27	547,700.04	155,127.05	1,342.62	0.00	615.64	1,719.17	4,233.00	710,737.52	36.98%
Inst Staff Training Services	6400	2,267,487.12	2,503,516.22	410,349.06	107,343.00	197,874.11	0.00	6,572.25	15,238.60	4,452.57	741,829.59	29.63%
Instruction Related Technology	6500	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
General Administration	7200	609,170.74	609,170.74	0.00	0.00	0.00	0.00	0.00	0.00	171,056.56	171,056.56	28.08%
School Administration	7300	94,682.00	149,682.00	28,452.70	5,963.29	0.00	0.00	0.00	0.00	0.00	34,415.99	23.01%
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%
Fiscal Services	7600	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Central Services	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%
<b>Total Expense</b>		<b>17,026,203.89</b>	<b>17,330,080.83</b>	<b>3,077,035.00</b>	<b>972,782.69</b>	<b>435,750.60</b>	<b>2,988.00</b>	<b>155,936.13</b>	<b>399,749.01</b>	<b>202,331.01</b>	<b>5,246,572.44</b>	<b>30.27%</b>

**CLAY COUNTY SCHOOL BOARD**  
**CARES ACT FUNDS - 44X**  
**STATEMENT OF REVENUE**  
**07/01/2021 thru 11/30/2021**

		Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
Fed thru Loc St	CARES ACT	3271	10,658,925.60	15,258,987.60	9,504,755.63	46.74%
<b>Federal thru Local and State - Total</b>			<b>10,658,925.60</b>	<b>15,258,987.60</b>	<b>9,504,755.63</b>	
Local Sources	Interest Incl Profit On Inves	3430	0.00	0.00	0.00	0.00%
<b>Local Sources - Total</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Revenue</b>			<b>10,658,925.60</b>	<b>15,258,987.60</b>	<b>9,504,755.63</b>	
<b>Grand Total</b>			<b>10,658,925.60</b>	<b>15,258,987.60</b>	<b>9,504,755.63</b>	<b>62.29%</b>

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**CLAY COUNTY SCHOOL BOARD**  
**CARES ACT FUNDS - 44X**  
**STATEMENT OF EXPENDITURES AND TRANSFERS**  
**07/01/2021 thru 11/30/2021**

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	4,950,728.47	8,917,657.38	364,537.09	77,310.33	1,566,881.33	0.00	2,248,259.76	13,104.90	0.00	4,260,093.41	47.77%
Exceptional	5200	51,368.73	51,368.73	42,843.31	8,525.42	0.00	0.00	0.00	0.00	0.00	51,368.73	100.00%
Career Technical Education	5300	12,864.40	12,864.40	1,918.49	390.94	0.00	0.00	0.00	999.87	0.00	3,309.10	25.72%
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	6200	24,923.06	14,352.36	0.00	0.00	0.00	0.00	0.00	5,476.77	0.00	5,476.77	38.16%
Inst. Staff Training Services	6400	1,151,208.47	1,327,379.58	74,910.77	12,269.79	931,188.32	0.00	20,565.95	3,024.20	0.00	1,041,939.03	78.50%
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	281,745.90	281,745.90	63.06%
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	2,106,000.00	0.00	0.00	2,106,000.00	91.16%
Pupil Transportation Services	7800	49,790.25	154,080.95	54,426.50	9,342.77	0.00	0.00	0.00	0.00	0.00	63,769.27	41.39%
Operation Of Plant	7900	141,707.71	150,787.50	0.00	0.00	11,780.86	0.00	111,700.50	9,619.28	0.00	133,100.64	88.27%
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%
<b>Total Expense</b>		<b>10,658,925.60</b>	<b>15,258,987.60</b>	<b>545,355.64</b>	<b>109,172.31</b>	<b>2,508,580.51</b>	<b>0.00</b>	<b>4,493,836.52</b>	<b>1,566,064.75</b>	<b>281,745.90</b>	<b>9,504,755.63</b>	<b>62.29%</b>

**CLAY COUNTY SCHOOL BOARD**  
**SELF INSURANCE FUND**  
**STATEMENT OF REVENUE, EXPENDITURES, AND TRANSFERS**  
**07/01/2021 Thru 11/30/2021**

**REVENUE AND TRANSFERS**

**Local Sources**

	Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
Interest Incl Profit On Inves	3430	10,000.00	10,000.00	2,667.95	26.68%
Charges For Services	3481	2,029,153.00	2,029,153.00	967,770.50	47.69%
Total Local Sources		2,039,153.00	2,039,153.00	970,438.45	
Total REVENUE AND TRANSFERS		2,039,153.00	2,039,153.00	970,438.45	
Fund Balance July 1, 2021		6,687,460.12	6,687,460.12	6,687,460.12	
<b>GRAND TOTAL</b>		<b>8,726,613.12</b>	<b>8,726,613.12</b>	<b>7,657,898.57</b>	<b>87.75%</b>

**EXPENDITURES**

**Gen Sup Svc**

	Acct #	Original Budget	Amended Budget	Expenditures	% OF EXP
Workmans Comp	240	2,000,000.00	2,000,000.00	639,209.90	31.96%
Pro & Tech Serv	310	186,270.00	186,270.00	81,199.30	43.59%
Ins & Bond Prem	320	1,286,160.00	1,286,160.00	1,169,447.54	90.93%
Total Gen Sup Svc		3,472,430.00	3,472,430.00	1,889,856.74	
Total EXPENDITURES		3,472,430.00	3,472,430.00	1,889,856.74	

**FUND BALANCE**

**Fund Balance**

	Acct #	Original Budget	Amended Budget		
Fund Balance June 30, 2022	2750	5,254,183.12	5,254,183.12	5,768,041.83	
Total Fund Balance		5,254,183.12	5,254,183.12	5,768,041.83	
<b>GRAND TOTAL</b>		<b>8,726,613.12</b>	<b>8,726,613.12</b>	<b>7,657,898.57</b>	<b>87.75%</b>

NOVEMBER, 2021

LOCATION	BEG BALANCE	NEW PURCHASE	VALUE ADD	OTHER	REINSTATED	TRANSFER 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
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
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	5,038,541.54		41,703.02						5,080,244.56
9050 BUSINESS AFFAIRS	11,240.83								11,240.83
9110 FOOD & NUTRITION SERVICES	41,095.00								41,095.00
TOTAL	5,311,422.51	0.00	41,703.02	0.00		0.00	0.00		5,353,125.53

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

DRAFT

Clay County Public Schools  
Vehicles

Location Number  
9010 TRANSPORTATION

Begin Balance	New Purchase	Other	Monthly Deletions	Ending Balance
31,357,890.92	53,542.00	0.00	0.00	31,411,432.92
31,357,890.92	53,542.00	0.00	0.00	31,411,432.92

DRAFT

## Clay County Public Schools Furniture / Equipment

Location Number	Begin Balance	New Purchase	Other	Monthly Deletions	Ending Balance
0020 FL YOUTH CHALLENGE ACADEMY	6,217.40	0.00	0.00	0.00	6,217.40
0021 GREEN COVE SPRINGS JUNIOR HIGH	309,711.18	3,145.65	0.00	0.00	312,856.83
0071 CHARLES E BENNETT ELEMENTARY	158,927.37	0.00	0.00	0.00	158,927.37
0111 BANNERMAN LEARNING CENTER	143,623.70	0.00	0.00	0.00	143,623.70
0201 ORANGE PARK ELEMENTARY	133,148.21	0.00	0.00	0.00	133,148.21
0232 GROVE PARK ELEMENTARY	160,203.67	0.00	0.00	0.00	160,203.67
0241 W E CHERRY ELEMENTARY	183,637.40	0.00	0.00	0.00	183,637.40
0252 ORANGE PARK HIGH	1,228,376.70	1,186.05	0.00	1,400.00	1,228,162.75
0261 DOCTORS INLET ELEMENTARY	205,346.75	0.00	0.00	1,186.50	204,160.25
0271 MIDDLEBURG ELEMENTARY	206,155.14	0.00	0.00	0.00	206,155.14
0301 KEYSTONE HEIGHTS ELEMENTARY	291,000.26	6,475.00	0.00	0.00	297,475.26
0311 KEYSTONE HEIGHTS JR/SR HIGH	675,293.77	0.00	0.00	32,054.54	643,239.23
0331 S BRYAN JENNINGS ELEMENTARY	179,728.44	0.00	0.00	0.00	179,728.44
0341 CLAY HIGH SCHOOL	846,294.77	3,145.65	0.00	6,855.50	842,584.92
0351 LAKESIDE JUNIOR HIGH	378,280.80	0.00	0.00	0.00	378,280.80
0352 LAKESIDE ELEMENTARY	204,369.95	0.00	0.00	0.00	204,369.95
0361 ORANGE PARK JR HIGH	335,766.86	0.00	0.00	0.00	335,766.86
0371 WILKINSON JR HIGH	414,211.75	1,124.42	0.00	0.00	415,336.17
0381 MONTCLAIR ELEMENTARY	134,253.25	0.00	0.00	0.00	134,253.25
0391 MIDDLEBURG HIGH	1,284,923.24	3,145.65	0.00	33,235.09	1,254,833.80
0401 RIDGEVIEW ELEMENTARY	251,513.53	0.00	0.00	0.00	251,513.53
0411 CLAY HILL ELEMENTARY	235,077.73	8,015.78	0.00	1,177.57	241,915.94
0431 RIDGEVIEW HIGH SCHOOL	1,113,710.76	0.00	0.00	0.00	1,113,710.76
0451 LAKE ASBURY ELEMENTARY	184,774.02	0.00	0.00	0.00	184,774.02
0471 ROBERT M PATERSON ELEMENTARY	164,912.64	0.00	0.00	0.00	164,912.64
0481 LAKE ASBURY JUNIOR HIGH SCHOOL	576,374.84	0.00	0.00	4,008.20	572,366.64
0491 WILKINSON ELEMENTARY	259,972.57	0.00	0.00	1,399.00	258,573.57
0501 TYNES ELEMENTARY	222,685.33	0.00	0.00	0.00	222,685.33
0511 MCRAE ELEMENTARY	212,963.08	0.00	0.00	1,805.00	211,158.08
0521 FLEMING ISLAND ELEMENTARY	206,274.87	0.00	0.00	1,042.75	205,232.12
0531 THUNDERBOLT ELEMENTARY	256,635.95	0.00	0.00	7,811.00	248,824.95
0541 RIDEOUT ELEMENTARY	136,243.81	0.00	0.00	0.00	136,243.81
0551 FLEMING ISLAND HIGH SCHOOL	1,169,105.57	6,016.29	0.00	0.00	1,175,121.86
0571 SWIMMING PEN CREEK ELEMENTARY	124,412.14	0.00	0.00	1,469.00	122,943.14
0591 ARGYLE ELEMENTARY	159,035.48	0.00	0.00	0.00	159,035.48
0601 COPPERGATE ELEMENTARY	187,428.89	4,293.48	0.00	0.00	191,722.37
0611 OAKLEAF JUNIOR HIGH	496,521.39	0.00	0.00	0.00	496,521.39
0621 OAKLEAF VILLAGE ELEMENTARY	290,181.14	0.00	0.00	0.00	290,181.14

## Clay County Public Schools Furniture / Equipment

Location Number	Begin Balance	New Purchase	Other	Monthly Deletions	Ending Balance
0631 SHADOWLAWN ELEMENTARY	239,383.48	0.00	0.00	0.00	239,383.48
0641 DISCOVERY OAKS ELEMENTARY	656,780.33	0.00	0.00	0.00	656,780.33
0651 PLANTATION OAKS ELEMENTARY	623,229.31	0.00	0.00	0.00	623,229.31
0661 OAKLEAF HIGH SCHOOL	1,437,340.99	24,742.20	0.00	0.00	1,462,083.19
0769 ST JOHNS COUNTRY DAY	11,345.00	0.00	0.00	0.00	11,345.00
1409 ANNUNCIATION CATHOLIC SCHOOL	1,059.00	0.00	0.00	0.00	1,059.00
7005 CLAY VIRTUAL ACADEMY	26,209.92	0.00	0.00	0.00	26,209.92
9000 SCHOOL BOARD	26,342.86	0.00	0.00	0.00	26,342.86
9002 CAREER AND TECHNICAL EDUCATION	21,106.57	0.00	0.00	0.00	21,106.57
9003 INSTRUCTIONAL RESOURCES	44,428.95	0.00	0.00	0.00	44,428.95
9004 CLIMATE AND CULTURE	75,253.84	2,478.74	0.00	0.00	77,732.58
9005 EXCEPTIONAL STUDENT EDUCATION	225,732.32	0.00	0.00	98,815.97	126,916.35
9006 DEPT OF ELEMENTARY EDUCATION	39,208.40	0.00	0.00	0.00	39,208.40
9007 K12 ACADEMIC SERVICES	11,622.35	0.00	0.00	0.00	11,622.35
9008 ADULT COMMUNITY EDUCATION	68,928.09	0.00	0.00	0.00	68,928.09
9009 PROFESSIONAL DEVELOPMENT	63,987.04	0.00	0.00	0.00	63,987.04
9010 TRANSPORTATION	523,521.30	11,966.32	0.00	1,950.00	533,537.62
9015 READING AND EARLY LITERACY	13,511.29	0.00	0.00	0.00	13,511.29
9016 SUPERINTENDENT	40,675.76	0.00	0.00	0.00	40,675.76
9020 OPERATIONS	6,333.38	0.00	0.00	0.00	6,333.38
9021 MAINTENANCE DEPARTMENT	670,764.39	0.00	0.00	30,794.00	639,970.39
9022 SAFETY AND SECURITY	129,388.27	0.00	0.00	0.00	129,388.27
9023 FACILITY PLANNING & CONSTRUCT	37,742.02	2,267.24	0.00	0.00	40,009.26
9024 CODE ENFORCEMENT	5,136.47	0.00	0.00	0.00	5,136.47
9025 SCHOOL POLICE DEPARTMENT	382,201.43	0.00	0.00	0.00	382,201.43
9030 PRINT CENTER	55,948.11	0.00	0.00	0.00	55,948.11
9040 INFORMATION AND TECH SERVICES	2,406,921.12	1,667.75	0.00	0.00	2,408,588.87
9050 BUSINESS AFFAIRS DIVISION	114,051.76	0.00	0.00	0.00	114,051.76
9060 HUMAN RESOURCES	69,999.75	0.00	0.00	0.00	69,999.75
9106 TITLE 1	25,405.64	1,108.29	0.00	0.00	26,513.93
9110 FOOD & NUTRITION SERVICES	231,278.74	0.00	0.00	2,424.50	228,854.24
9111 CURRICULUM AND INSTRUCTION	28,411.83	0.00	0.00	0.00	28,411.83
9113 TEACHER TRAINING CENTER FIH	17,734.72	0.00	0.00	0.00	17,734.72
9114 TEACHER LEARNING CENTER OPHS	4,382.44	0.00	0.00	0.00	4,382.44
	22,062,661.22	80,778.51	0.00	227,428.62	21,916,011.11

**\$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, LAJ)
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

January 6, 2022 - Regular School Board Meeting

**Title**

C12 - Budget Amendment Report for October 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 October 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**

January 6, 2022 - Regular School Board Meeting

**Title**

C13 - Budget Amendment Report for November 30, 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 November 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**

January 6, 2022 - Regular School Board Meeting

**Title**

C14 - Deletion of Certain Items Report - December, 2021

**Description**

The items listed have been surveyed by the Coordinator of Property Control, at the request of the Cost Center Property Manager, and the recommended disposition is noted. These items are either obsolete, unusable or beyond economical repair. These items should be removed from active inventory and disposed of in the manner indicated. Deletions are for property items received in the month of November, 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 - December, 2021 as submitted.

**Contact**

Dr. Susan Legutko,  
Assistant Superintendent for Business Affairs  
(904)-336-6721  
susan.legutko@myoneclay.net

**Financial Impact**

Provides additional storage space and eliminates the need to account for unusable property. Reduces the dollar value of Tangible Personal Property.

**Review Comments**

**Attachments**

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

Clay County Public Schools  
 Monthly Deletion Report  
 For Month Ending: 12/31/2021

<u>Disposal Method</u>	<u>Tag</u>	<u>Description</u>	<u>Acquisition Date</u>	<u>Disposal Date</u>	<u>Purchase Amount</u>	<u>Depreciation Value</u>	
<b>GROVE PARK ELEMENTARY</b>							
Surplus Sale	00060763	MOWER:RIDING JOHN DEERE	Furniture,Fixtures & Equipment	09/22/1995	12/01/2021	2,438.52	2,438.52
						<b>2,438.52</b>	<b>2,438.52</b>
<b>DOCTORS INLET ELEMENTARY</b>							
Surplus Sale	16000583	MOWER: HUSKY 46 " RIDING MOWER	Furniture,Fixtures & Equipment	04/28/2016	12/01/2021	1,500.95	679.00
						<b>1,500.95</b>	<b>679.00</b>
<b>KEYSTONE HEIGHTS JR/SR HIGH</b>							
Junk/Parts	00075131	LIFECYCLE: AEROBIC 4130 STARTA	Furniture,Fixtures & Equipment	03/28/2002	12/01/2021	1,144.44	1,144.44
Junk/Parts	00075132	LIFECYCLE:AEROBIC 5330 STARTRA	Furniture,Fixtures & Equipment	03/28/2002	12/01/2021	1,144.44	1,144.44
Junk/Parts	00075134	LIFECYCLE:AEROBIC 5430 STARTRA	Furniture,Fixtures & Equipment	03/28/2002	12/01/2021	1,144.45	1,144.45
Junk/Parts	00075137	LIFECYCLE:AEROBIC 5430 STARTRA	Furniture,Fixtures & Equipment	03/28/2002	12/01/2021	1,144.45	1,144.45
Junk/Parts	11000149	LAPTOP - HP PROBOOK 4710S	Furniture,Fixtures & Equipment	09/09/2010	12/01/2021	1,012.69	1,012.69
Junk/Parts	11000152	LAPTOP - HP PROBOOK 4710S	Furniture,Fixtures & Equipment	09/09/2010	12/01/2021	1,009.27	1,009.27
						<b>6,599.74</b>	<b>6,599.74</b>
<b>WILKINSON JR HIGH</b>							
Junk/Parts	SW001052	DISC:COMPUTER AIDED DESIGN/MED	Computer Software	04/28/2005	12/01/2021	1,255.23	0.00
						<b>1,255.23</b>	<b>0.00</b>
<b>MIDDLEBURG HIGH</b>							
Junk/Parts	00094418	PRINTER: ID CARD - DATACARD	Furniture,Fixtures & Equipment	10/11/2007	12/01/2021	1,399.00	1,399.00
						<b>1,399.00</b>	<b>1,399.00</b>
<b>THUNDERBOLT ELEMENTARY</b>							
Junk/Parts	00071085	CHAIR:RIFTON MEDIUM - R642	Furniture,Fixtures & Equipment	07/22/2004	12/01/2021	1,206.00	1,206.00
Junk/Parts	00092885	PACER: LARGE W/FRAME - RIFTON	Furniture,Fixtures & Equipment	02/28/2008	12/01/2021	2,675.62	2,675.62
Junk/Parts	00096927	SYSTEM: TOILET LARGE - RIFTON	Furniture,Fixtures & Equipment	10/23/2008	12/01/2021	1,031.25	1,031.25
						<b>4,912.87</b>	<b>4,912.87</b>
<b>FLEMING ISLAND HIGH SCHOOL</b>							
Junk/Parts	13000459	SCOOTER: MERRY GO 4 SEATS - PL	Furniture,Fixtures & Equipment	03/14/2013	12/01/2021	1,068.00	966.29
Junk/Parts	SW005052	FOOTBALL REPLAY SYSTEM	Computer Software	09/27/2007	12/01/2021	3,385.00	0.00
						<b>4,453.00</b>	<b>966.29</b>
<b>EXCEPTIONAL STUDENT EDUCATION</b>							
Junk/Parts	00081216	STATION:WORK WITH/ACCESSORIES	Furniture,Fixtures & Equipment	05/12/2005	12/01/2021	1,651.94	1,651.94

Clay County Public Schools  
 Monthly Deletion Report  
 For Month Ending: 12/31/2021

<u>Disposal Method</u>	<u>Tag</u>	<u>Description</u>		<u>Acquisition Date</u>	<u>Disposal Date</u>	<u>Purchase Amount</u>	<u>Depreciation Value</u>
Junk/Parts	11001117	MODULE: CORNER W/RETURNS/FILES	Furniture,Fixtures & Equipment	06/09/2011	12/01/2021	2,591.05	2,591.05
						<b>4,242.99</b>	<b>4,242.99</b>
<b>LCTN 9006 DEPT OF ELEMENTARY EDUCATION</b>							
Junk/Parts	14000263	LAPTOP: MACBOOK AIR 13.3 "- AP	Furniture,Fixtures & Equipment	11/21/2013	12/01/2021	1,662.00	1,662.00
Junk/Parts	15000488	LAPTOP: MACBOOK AIR - APPLE MD	Furniture,Fixtures & Equipment	09/11/2014	12/01/2021	1,332.00	1,332.00
Junk/Parts	16000145	LAPTOP: APPLE MACBOOK AIR MJVE	Furniture,Fixtures & Equipment	11/12/2015	12/01/2021	1,132.00	1,132.00
						<b>4,126.00</b>	<b>4,126.00</b>
<b>LCTN 9010 TRANSPORTATION</b>							
Junk/Parts	00045051	REFRIGERATOR:REACH IN - HOBART	Furniture,Fixtures & Equipment	08/24/1989	12/01/2021	1,867.00	1,867.00
						<b>1,867.00</b>	<b>1,867.00</b>
<b>LCTN 9060 HUMAN RESOURCES</b>							
Junk/Parts	00081682	WORKSTATION:COMPUTER - BURO DE	Furniture,Fixtures & Equipment	05/13/2004	12/01/2021	1,098.24	1,098.24
Junk/Parts	00087756	CREDENZA/DESK UNIT - STANTON	Furniture,Fixtures & Equipment	01/26/2006	12/01/2021	1,023.94	1,023.94
						<b>2,122.18</b>	<b>2,122.18</b>
<b>Total Furniture</b>		<b>Total Vehicles</b>	<b>Total Audio Visual</b>	<b>Total Software</b>		<b>Totals for Deletion Report</b>	
30,277.25		0.00	0.00	4,640.23		<b>34,917.48</b>	<b>29,353.59</b>

Note: NOVEMBER 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)

January 6, 2022 - Regular School Board Meeting

**Title**

C15 - BID Renewal

**Description**

Renew BID as required per FS 287, DOE 6A-1.012 and School Board Policy

- a. Fire Extinguishers and Kitchen Hood Systems Inspection/Maintenance/Repair – County Wide #19-MA-317: Contract Period is March 1, 2022 through February 28, 2023. The contract period is for one year and is option 1 of 3 for renewals.
- b. Re-Roofing of Shingled Roofs and Roofing Services - County Wide Bid #18-MA-315: Contract Period is February 1, 2022 through January 31, 2025. The contract period is for three (3) years and is the final renewal option.

**Gap Analysis**

The District requires contractors to provide services to ensure our facilities and equipment are maintained and functional. The District requires vendors to provide products to ensure our students and staff receive the items to meet their needs.

**Previous Outcomes**

Original Bid was Board approved and has been used successfully during the past term to provide quality services and products to the district.

**Expected Outcomes**

Upon approval by the Board; we expect the contractors and vendors to continue providing quality services and products at the same terms and conditions as when the original Bid was awarded.

**Strategic Plan Goal**

Goal 2; Strategy 2.4; Ensure effective and efficient use of resources for fiscal stability.

**Recommendation**

Extend renewal as follows:

- a. Fire Extinguishers and Kitchen Hood Systems Inspection/Maintenance/Repair – County Wide #19-MA-317:
  - Commercial Fire LLC, 2465 St Johns Bluff Road, Jacksonville, FL 3224
- b. Re-Roofing of Shingled Roofs and Roofing Services - County Wide Bid #18-MA-315:
  - Thomas May Construction Company, 310 College Drive, Orange Park, FL 32065

**Contact**

Dr. Susan Legutko, Assistant Superintendent for Business Affairs, Phone: (904)336-6721, Email: susan.legutko@myoneclay.net

**Financial Impact**

- a. Fire Extinguishers and Kitchen Hood Systems Inspection/Maintenance/Repair – County Wide #19-MA-317: The total estimated expenditure for the one year contract renewal is \$45,000.00 from General Revenue.
- b. Re-Roofing of Shingled Roofs and Roofing Services - County Wide Bid #18-MA-315: The total estimated expenditure for the final 3 year contract renewal is \$600,000. Estimated annual spend of \$200,000 for 2022-2023, \$200,000 for 2023-24, and \$200,000 for 2024-2025 from General and Capital Revenue.

**Review Comments**

**Attachments**

January 6, 2022 - Regular School Board Meeting

**Title**

C16 - Facilitron, Inc. Online Facilities Rental Storefront Agreement

**Description**

Facilitron is a facility management company with unique software designed to partner with the District and schools in managing facility rentals. The program assists with facility use requests, maintenance tasks, assets, and attendees at events scheduled through the system. Their service allows the renters a convenient online source to initiate their interest in use. It provides the schools a way to track and approve or deny those wishing to utilize their site. Facilitron also furnishes a platform to the District for efficient tracking and management of the Facility Use Program.

**Gap Analysis**

Though the current program is designed to be effective and control, the schools and limited staffing at the district are growing frustrated with trying to manage the program.

- Money collection is often delayed causing last-minute cancellations or collections.
- Oversight of the program is timely as there is no online system to manage it district-wide.
- There have been double bookings as there isn't a District/School calendar for rentals.

Oversight of the program will remain at the District, and the schools will retain authority and work with Facilitron regarding personnel scheduling; however, the bulk of the contract management and money collection will be handled by Facilitron.

**Previous Outcomes**

The Board updated the policies and set uniform standards and pricing for Districtwide Facility Use, however, the comprehensive program requires efficient software to organize and accommodate all users. Participants at all levels are discouraged.

**Expected Outcomes**

Seek approval for Implementation no later than July 1, 2022

**Strategic Plan Goal**

Goal 2: Strategy 2.4 Ensure effective and efficient use of resources for fiscal stability.

**Recommendation**

For Board approval to allow Facilitron to partner with the School District.  
Pricing Option 2: Fixed commission of 10% (page 10 of contract).

**Contact**

Dr. Susan M. Legutko, Assistant Superintendent Business Affairs, 904-336-6721  
Christina Deeley-Isais, Coordinator of Risk Manager, 904-336-6745

**Financial Impact**

10% of client fees.

**Review Comments**

**Attachments**

☉ [220055 Facilitron Agreement SIGNED by Facilitron on 11\\_19\\_2021 & Addendum A SIGNED 10\\_6\\_2021.pdf](#)

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

Contract # 220055  
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: October 7, 2021

Name of Contract Initiator: Dr. Legutko / BAD Telephone #: 336-6736

School/Dept Submitting Contract: Business Affairs Cost Center #

Vendor Name: Facilitron

Contract Title: Online Facilities Rental Storefront Agreement

Contract Type: New  Renewal  Amendment  Extension  Previous Year Contract #

Contract Term: 12 Months Renewal Option(s): Month-to-Month

Contract Cost: Percentage of Total Client Fee - Options (Page 10)

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."* ✓ DONE

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  
10/14/2021

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

CONTRACT REVIEWED BY:	COMMENTS BELOW BY REVIEWING DEPARTMENT
Purchasing Department <u>B78</u> Review Date <u>10/14/2021</u>	<u>No Purchase, Commission or Pd by End User Technology - Facility Rental Website</u>
School Board Attorney <u>273</u> Review Date <u>10/25/21</u>	<u>Addendum A Statement must be on Agreement</u> <u>See highlighted Sentence above</u> <span style="color: green;">✓ DONE</span>
Other Dept. as Necessary Review Date	
PENDING STATUS: <input type="checkbox"/> YES <input type="checkbox"/> NO	IF YES, HIGHLIGHTED COMMENTS ABOVE MUST BE CORRECTED BY INITIATOR
FINAL STATUS	<input checked="" type="checkbox"/> <b>APPROVED</b> <span style="float: right;">DATE: <u>11/22/2021</u></span>

# CONTRACT REVIEW PROCESS FOR "ALL" CONTRACTS

A contract is defined as an agreement between two or more parties that is intended to have legal effect. This may include MOUs, Interlocal Agreements, Service Agreements and Contracts. Contracts document the mutual understanding between the parties as to the terms and conditions of their agreement, contain mutual obligations, and clearly state the agreement's consideration. The term consideration includes the cost of the services and/or products to be provided by second party (vendor or service provider) and any non-monetary performance. No school, department, or other organizational unit has authority to contract in its own name. All Board contracts must be made in the legal name of the Board, "The School Board of Clay County, Florida". The School or Department may extend this name to include the school or department as follows, "The School Board of Clay County, Florida o/b/o \_\_\_\_\_ (insert the school or department name)" where o/b/o means "on behalf of".

**All contracts shall be reviewed and approved by the School Board Attorney and/or the Supervisor of Purchasing to ensure legality, compliance with Board policy, and to ensure the Board interests are protected before the authorized signatory may execute the contract.**

All contracts having a value of \$100,000 or more shall be authorized by the Board at a regular or special meeting and signed by the Board Chairman. All approved contracts having a value of less than \$100,000 may be executed by the Superintendent or appropriate District administrator based on the value of the contract.

1. All approved contracts having a value of \$50,000 or more, but less than \$100,000 shall be signed by the Superintendent, or the person who has been designated, in writing by the Superintendent, as the Superintendent's Designee at the time of the contract signing. All contracts executed pursuant to this subparagraph shall be reported to the School Board in a separate entry as part of the monthly financial report.
2. All approved contracts having a value of \$25,000 or more, but less than \$50,000, shall be signed by the Superintendent, or the Assistant Superintendent for Business Affairs.
3. All approved contracts having a value of less than \$25,000 and contracts of any value described in Board Authorized Contracts above that are exempt from the requirement for Board approval, may be signed by the Superintendent, or the Assistant Superintendent for their Division, or Chief Officers, or Directors, or Principals.
4. The Superintendent is authorized to approve contract amendments or change orders for the purchase of commodities and services up to the amount of ten (10) percent or \$50,000, whichever is less, of the original contract amount that was previously approved by the Board.

Employees who enter into agreements without authority may be personally liable for such agreements, whether oral or written.

**Step 1:** Contract Initiator and Vendor prepare draft contract  
(School Board Attorney Office (SBAO) Template Contracts available on SBAO webpage are strongly encouraged)

**Step 2:** Complete Contract Review Form, attach Required Documents to include the UNSIGNED Contract by the District / School.

**For Contracts using Budgeted Funds or For No Cost / Master (County Wide) Contracts:**  
Initiator submits Contract Review Package to Purchasing Department - See Step 3

**For Contracts using Internal Funds Individual to each School:**  
Initiator submits Contract Review Package direct to SBAO - See Step 4

**IMPORTANT**

**Step 3:** If Funded by Budgeted Funds, submit the Contract Review Package to the Purchasing Department. Purchasing will begin the contract review process and submit the contract to the SBAO for review. SBAO may reach out to Initiator and/or other Departments (Risk, IT,) with questions or concerns and will assist with contract revisions. SBAO will send the Contract Review Package back to the Purchasing Department for final processing and the return to Initiator.

Purchasing will log "District" Contracts (Cost/No Cost) on Contract Review Log and save copy of the Contract Review Package PLUS the Final Signed Contract you've return to Purchasing in the Contract Review Team Drive.

**Step 4:** If Funded by Internal Account (IA), submit the Contract Review Package directly to SBAO.

Email: [contractreview@myoneclay.net](mailto:contractreview@myoneclay.net)

The SBAO will begin the contract review process and return it directly to Initiator

**Step 5:** The Initiator is responsible for finalizing the Contract which includes:

Addressing Comments/Revisions, Obtaining Required Signatures, Send District Final Signed Contract to Purchasing OR Retain Internal Accounts Final Signed Contract at School per School Board Record Policy.

If there is a Cost associated with Contract, the Initiator must work with their Bookkeeper to finalize the Purchasing Process.

**Budgeted Funds require a District Purchase Order. Internal Accounts require an IA Purchase Order.**

For assistance with legal-related matters, please visit the [School Board Attorney's Office \("SBAO"\) webpage](#) or call 904-336-6507  
For assistance with insurance-related matters, please visit the [Business Affairs - Risk Management webpage](#) or call 904-336-6745  
For assistance with District Purchasing, please visit the [Business Affairs - Purchasing webpage](#) or call 904-336-6736

**Clay County School District and Facilitron, Inc.  
Online Facilities Rental Storefront Agreement**

This Online Facilities Rental Storefront Agreement (this "Agreement") is made and entered into as of \_\_\_\_\_, 20\_\_\_\_ (the "Effective Date"), by and between Clay County School District (the "Client"), and Facilitron, Inc., a Delaware corporation (the "Company"). The Client and the Company may be referred to herein individually as a "Party" and collectively as the "Parties".

**W I T N E S S E T H**

- A. WHEREAS, the Company is the operator of an Internet website that provides its customers with a web storefront for the presentation and rental of facilities; and
- B. WHEREAS, the Client desires to present and rent its facilities on a web storefront hosted by the Company ("the "Client Facilities Rental Storefront") upon the terms and subject to the conditions set forth herein;

NOW, THEREFORE, in consideration of the mutual promises contained herein and other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, the Parties agree as follows:

**A G R E E M E N T**

1. Definitions. As used in this Agreement, the following terms, when capitalized, shall have the following meanings:
- (a) "**Company Site**" shall mean the Company's website maintained at [www.facilitron.com](http://www.facilitron.com) and any successor or supplemental locations.
  - (b) "**Client Site**" shall mean Client's website maintained at: [www.oneclay.net](http://www.oneclay.net) and any successor or supplemental locations.
  - (c) "**End Users**" shall mean individuals or outside group representatives as well as any employee, contractor or agent of Client who uses the Online Facilities Rental Storefront to rent Client Facilities.
  - (d) "**Client Facilities**" shall mean the facilities that the Client intends to rent.
  - (e) "**Online Facilities Rental Storefront**" shall mean the website and e-commerce platform on the Company Site provided to Client by the Company for the purpose of renting Client Facilities to End-Users ([www.facilitron.com/ccsd32043](http://www.facilitron.com/ccsd32043) and any successor or supplemental locations).
  - (f) "**Services**" shall mean the act of setting up and populating Online Facilities Rental Storefront and Client Facilities for presentation and rental, providing additional offerings facilitating rental transactions, such as liability insurance, taking rental orders, processing of payments and disbursements, and providing customer support.
  - (g) "**Transaction**" as used in the Exhibit "A" herein shall mean the total of each reservation that an End-User makes by using the Online Facilities Rental Storefront. For example, if a

reservation is made that includes twenty (20) uses of a Client Facility, the "Transaction" will be the total costs associated with all twenty (20) uses.

2. Grant of Rights.

(a) Grant of Rights to Company. The Client hereby grants Company the non-exclusive right to present and rent Client Facilities to End-Users in accordance with the provisions of this Agreement during the Term.

(b) Appointment of the Company as Limited Payment Collection Agent for the Client. The Client hereby appoints Company as the Client's limited payment collection agent solely for the purpose of accepting rental and service payments from End Users. The Client agrees that payment made by an End User through Company, shall be considered the same as a payment made directly to the Client, and the Client will make the facilities and services available to the End User in the agreed-upon manner as if the Client has received the fees. The Client agrees that Company may, in accordance with the cancellation policy selected by the Client (i) permit the End User to cancel the booking and (ii) refund (via Company) to the End User that portion of the fees specified in the applicable cancellation policy. The Client understands that Company accepts payments from End Users as the Client's limited payment collection agent and that Company's obligation to pay the Client is subject to and conditioned upon successful receipt of the associated payments from End Users. In accepting appointment as the limited authorized agent of the Client, the Company assumes no liability for any acts or omissions of the Client.

(c) Pricing and Payment Terms. The Client shall determine the pricing for its facilities rental, application, equipment usage, custodial and other associated services provided by the Client (the "Client Fee"). **Company shall withhold a commission from the Client or charge End Users a service fee, as determined by the Client pursuant to Exhibit "A", which is attached hereto and incorporated herein by reference.** Notwithstanding the foregoing, in no event shall the aggregate fees to be charged to End Users exceed those limits set forth in Florida law or Client's board policies. Company shall remit all collected Client Fee payments for completed rentals minus any applicable commission and any End User refunds by a check to the Client on a monthly basis, and such funds must be sent by Company to Client by the 20<sup>th</sup> day of the following month.

(d) Audit. Upon at least ten (10) calendar days prior written demand to Company, the Client shall have the right, at its own cost and expense, to audit Company's books, records, and accounts for the sole purpose of verifying payments reported under Section 2(c). Company shall provide all such relevant books, records, and accounts to Client upon such demand. If Client (through its certified public accountant or other appropriate auditor) concludes that additional amounts were owed during the audited period, the Company shall pay such additional amounts within thirty (30) calendar days of the date the Client delivers to Company such accounting firm's written report so concluding. The fees charged by such accounting firm shall be paid by the Client; provided, however, if the audit discloses that the payments payable by Company for such period are more than thirty percent (30%) of the amounts actually paid for such period, then the Company shall pay the reasonable fees and expenses charged by such accounting firm in addition to any additional amounts owed.

3. Scope of Services.

Company shall be responsible for (a) designing and hosting facility rental websites equipped with rental application and payment processing for each facility, (b) maintaining the websites and calendar to ensure that the sites are functionable and usable, (c) providing PCI compliant payment processing, (d) providing account management and customer service personnel as are reasonably necessary to perform, maintain and manage the Services, (e) coordinating all administrative functions associated with the Services, and (f) conducting any other operations reasonably necessary to perform the Services. Company shall comply with all industry standards, any Client rules and regulations concerning the use of Client Facilities, Client's reasonable requests, and all applicable law.

4. Client Obligations.

- (a) Solely for purposes of conducting the Services, Client shall use commercially reasonable efforts to assist Company in performing the Services by providing access to its staff, facilities, and updated rental availability data in a timely manner.
- (b) The Client shall use commercially reasonable efforts to provide on its website and other communications, at its discretion, instructions, links, and other information to promote the Services therein.

5. No Transfer of Intellectual Property Rights. The Client and the Company acknowledge and agree that no transfer of any proprietary technology, inventions, developments, improvements, art, ideas, art form, or the like, including, but not limited to patents, patent applications, trademarks, copyrights or trade secrets (collectively, "Intellectual Property"), is intended in connection with this Agreement. Each Party's ownership interest in any Intellectual Property owned or licensed by such Party as of the date of this Agreement or acquired by it during the Term of this Agreement is not, and shall not be affected by the terms of this Agreement.

6. Trademarks: Client Marks and Company Marks.

- (a) Subject to the terms and conditions of this Agreement, the Client grants Company a nonexclusive, non-transferable, revocable license to use the Client's trademarks ("Client Marks") solely on the Online Facilities Rental Storefront and in connection with any promotions, marketing and press releases relating to the Services contemplated under this Agreement. The Client Marks are, and shall remain, the sole property of Client. Upon termination of this Agreement or of the herein granted license for any reason, the Company shall promptly discontinue use of the Client Marks.
- (b) Subject to the terms and conditions of this Agreement, Company grants Client a nonexclusive, non-transferable, revocable license to use the Company's trademarks and servicemarks (the "Company Marks") in connection with marketing rental of the Client Facilities and any related services. The Company Marks are, and shall remain, the sole property of the Company. Client recognizes the Company's title to the Company Marks. Client shall use commercially reasonable efforts not to do or suffer to be done any act or thing which will in any way impair the rights of the Company and to the Company Marks. It is understood that Client

shall not acquire and shall not claim any title to the Company Marks adverse to the Company by virtue of the license granted herein, it being the intention of the Parties that use of the Company Marks by Client shall at all times inure to the benefit of the Company. Upon termination of this Agreement or of the herein granted license for any reason, Client agrees to promptly discontinue use of the Company Marks except that historical records may remain and be subject to internet access and/or public records requests.

7. Privacy Policy.

Company shall ensure that any collection, use of or disclosure of any individual, aggregate and/or personally-identifiable customer data and information about the End Users by Company complies with all applicable laws and regulations, including, but not limited to the Children's Online Privacy Protection Act of 1998 (15 U.S.C. §§ 6501, et seq.), the Family Educational Rights and Privacy Act of 1974 (20 U.S.C. §§ 1232g, et seq.) and related regulations, relevant State law, and with Client's privacy policy and the Company's privacy policy (the "Privacy Policy"). Company shall post throughout the Term of this Agreement, on at least the main page of the Online Facilities Rental Storefront, a copy or link to the Privacy Policy. The Privacy Policy must be prominently published on the web page and provide adequate notice, disclosure and choice to users regarding Company's collection, use and disclosure of user information. Company shall ensure that the Privacy Policy does not create any liability to Client for the use of any customer or user data by either Party in any manner.

8. Confidentiality.

(a) Confidential Information. For purposes of this Agreement, "Confidential Information" shall mean any information disclosed by a Party hereto (the "Disclosing Party") to the other Party ("Recipient"), either directly or indirectly, in writing or by inspection of tangible objects (including without limitation documents, prototypes, samples, plant and equipment), which is designated as "Confidential," "Proprietary" or would reasonably be regarded as being of a confidential nature or, if disclosed orally, is identified as confidential or proprietary at the time of its disclosure to the Recipient or would reasonably be regarded as being of a confidential nature; provided, however, that any information relating to financial, product and business plans and strategies shall be deemed to be Confidential Information whether or not so designated. Notwithstanding the foregoing, Confidential Information shall not include any information which (i) was publicly known and available in the public domain prior to the time of disclosure to the Recipient by the Disclosing Party; (ii) becomes publicly known and available in the public domain after disclosure to the Recipient by the Disclosing Party through no action or inaction of Recipient; (iii) Recipient is able to demonstrate by documentary evidence that the Confidential Information was lawfully in the possession of Recipient at the time of disclosure by the Disclosing Party; (iv) is independently developed by Recipient, provided Recipient can show by documentary evidence that such development was accomplished by or for Recipient without any use or beneficial reference to any Confidential Information of the Disclosing Party; (v) is disclosed pursuant to legal, judicial or administrative proceeding or as otherwise required by law, provided that (A) Recipient gives reasonable prior notice to the Disclosing Party to allow it to seek a protective or similar order preventing or restricting the disclosure of such information,

and (B) such information shall be deemed not to be Confidential Information only to the extent that such disclosure is compelled by such proceeding or law and only for the purpose of complying with such proceeding or law; or (vi) has been approved in writing for disclosure by the Disclosing Party.

(b) Duty to Hold in Confidence. Each Recipient agrees that, to the extent permitted by law, it will preserve in strict confidence and secure against accidental loss any Confidential Information disclosed by the Disclosing Party to Recipient. In preserving the Disclosing Party's Confidential Information, Recipient will use the same standard of care it would use to secure and safeguard its own Confidential Information of similar importance, but in no event less than reasonable care. Any permitted reproduction of the Disclosing Party's Confidential Information shall contain all confidential or proprietary legends that appear on the original.

(c) Permitted Disclosures. To the extent permitted by law, Recipient shall permit access to the Disclosing Party's Confidential Information solely to its employees, agents and contractors who have a need to know such information for purposes of the Recipient's performance of the Agreement. Except as permitted by law or in the exercise of the rights granted under this Agreement, Recipient shall not disclose or transfer any Confidential Information to any third party, without the specific prior written approval of the Disclosing Party.

(d) Obligation to Return Confidential Information. Recipient acknowledges that the Disclosing Party retains ownership of all Confidential Information disclosed or made available to Recipient. Accordingly, upon any termination, cancellation or expiration of this Agreement, or upon the Disclosing Party's request for any reason (other than in violation of this Agreement), Recipient shall return promptly to the Disclosing Party the originals and all copies (without retention of any copy) of any written documents, tools, materials or other tangible items provided by the Disclosing Party to the Recipient containing or embodying Confidential Information.

#### 9. Representations and Warranties.

(a) Client Representations and Warranties. Client represents and warrants to the Company as of the Effective Date that:

(i) Authority. Client has power and authority to execute and deliver this Agreement and to perform its obligations hereunder, and has by all necessary action authorized the execution and delivery of this Agreement and the performance of its obligations hereunder.

(ii) No Conflicts. The execution, delivery and performance by Client of this Agreement and each other agreement, document, or instrument now or hereafter executed and delivered by Client pursuant thereto or in connection herewith will not: (A) conflict with or violate any provision of any law, rule, regulation, authorization or judgment of any governmental authority having applicability to Client or its actions; or (B) to the best knowledge of Client, materially conflict with or result in any breach of, or constitute a default under, any note, security agreement, commitment, contract or other agreement, instrument or undertaking to which Client is a party or by which any of its property is bound.

(b) Company Representations and Warranties. The Company represents and warrants to Client as of the Effective Date that:

(i) Corporate Authority. The Company is a corporation duly organized, validly existing, and in good standing under the laws of the jurisdiction of its incorporation, has the corporate power and authority to execute and deliver this Agreement and to perform its obligations hereunder, and has by all necessary corporate action authorized the execution and delivery of this Agreement and the performance of its obligations hereunder.

(ii) No Conflicts. The execution, delivery and performance by the Company of this Agreement and each other agreement, document, or instrument now or hereafter executed and delivered by the Company pursuant thereto or in connection herewith will not: (A) conflict with or violate the articles of incorporation or bylaws of the Company or any provision of any law, rule, regulation, authorization or judgment of any governmental authority having applicability to the Company or its actions; or (B) to the best knowledge of the Company, materially conflict with or result in any breach of, or constitute a default under, any note, security agreement, commitment, contract or other agreement, instrument or undertaking to which the Company is a party or by which any of its property is bound.

(iii) Binding Obligation. When executed and delivered by the Company and Client, this Agreement will be valid and legally binding obligation of the Company in accordance with its terms, subject to bankruptcy, reorganization, insolvency, moratorium and similar laws and to general principles of equity which are within the discretion of courts of applicable jurisdiction.

(iv) Confidentiality Agreements. The Company has and will maintain with all the Company employees, agents, and consultants, written agreements sufficient to enable the Company to perform its obligations hereunder with confidentiality terms at least as restrictive as those provided for the Parties under this Agreement.

(v) Non-infringement. The Company represents and warrants that the Company Site and the Online Facilities Rental Storefront do not knowingly infringe any Intellectual Property Rights of any third party.

#### 10. Termination.

(a) Term. The initial term of this Agreement shall be **twelve (12)** months from the Effective Date (the "Term"). Company will be the provider of Client Facilities Rental Storefronts for the Term, unless terminated early per Paragraph 10(b). Thereafter, this Agreement shall continue on a month-to-month basis unless terminated by either Party as set forth in Paragraph 10(c).

(b) Termination for Breach. In the event of a material breach of this Agreement by a Party (the "Breaching Party"), expressly including Company's failure to abide by the payment and reporting terms as set forth in the Agreement, this Agreement may be terminated by the non-breaching Party, effective upon delivery of written notice to the Breaching Party, unless within seven (7) business days after receiving written notice of such breach from the non-breaching Party the Breaching Party cures such breach (or agrees with the non-breaching

Party on a plan to cure such breach, which agreement shall not be unreasonably withheld, conditioned or delayed by the non-breaching Party).

(c) Other Termination. Following the Term the Client or Company may terminate this Agreement at any time for any reason without cause. Written notice by the Client shall be sufficient to stop further performance of services by the Company. In the event of early termination, the Company shall be paid for satisfactory work performed to the date of termination. The Client may then proceed with any work-product, materials, and information completed by the Company in any manner the Client deems proper.

(d) Survival. Notwithstanding anything to the contrary in this Agreement, the provisions of Sections 5, 6 and 8 shall survive the expiration or earlier termination of this Agreement.

11. General Provisions.

(a) Limitation of Liability. IN NO EVENT SHALL EITHER PARTY HAVE ANY LIABILITY TO THE OTHER PARTY OR ITS AFFILIATES ON ANY CAUSE OF ACTION RELATING TO THIS AGREEMENT FOR ANY INDIRECT, INCIDENTAL, CONSEQUENTIAL, SPECIAL, OR SPECULATIVE DAMAGES, INCLUDING, BUT NOT LIMITED TO, DAMAGES FOR LOSS OF PROFITS OR USE, BUSINESS INTERRUPTION, OR LOSS OF GOODWILL, IRRESPECTIVE OF WHETHER SUCH DAMAGES ARISE UNDER CONTRACT, TORT, STATUTE, OR OTHERWISE AND WHETHER OR NOT THE PARTY HAS ADVANCE NOTICE OF THE POSSIBILITY OF SUCH DAMAGES. THESE LIMITATIONS SHALL APPLY NOTWITHSTANDING ANY FAILURE OF ESSENTIAL PURPOSE OF ANY LIMITED REMEDY. COMPANY'S LIABILITY HEREUNDER SHALL BE LIMITED TO THE TRANSACTION FEES RECEIVED BY THE COMPANY DURING THE TERM OF THIS AGREEMENT.

(b) Assignment. This Agreement may not be assigned by either Party without the prior written consent of the other Party, which consent shall not be unreasonably withheld, conditioned or delayed, except that this Agreement may be assigned by any Party without the consent of the other Party (i) to any of the Party's majority-owned or controlled subsidiary entities or (ii) to any other entity resulting from the sale, merger, reorganization or other transfer of all or substantially all of the business or assets of the Party or its majority-owned or controlled subsidiary entities. This Agreement shall be binding upon and inure to the benefit of the Parties and their respective successors and permitted assigns.

(c) Headings. The section headings appearing in this Agreement are inserted only as a matter of convenience and in no way define, limit, construe or describe the scope or extent of such section or in any way affect the Agreement.

(d) Counterparts. This Agreement may be executed simultaneously in two or more counterparts, each of which will be considered an original, but all of which together will constitute one and the same instrument. The signature page of any counterpart may be detached therefrom without impairing the legal effect of the signatures thereon provided such signature page is attached to any other counterpart identical thereto except having additional signature pages executed by the other Party. Counterparts may be delivered by email or facsimile provided that original executed counterparts are delivered to the recipient within the next three (3) business days following the email or facsimile transmission.

(e) Delivery of Notices. All notices permitted or required under this Agreement shall be given to the respective Parties at the following address, or at such other address as the respective Parties may provide in writing for this purpose:

If to Client: Clay County School District  
900 Walnut Street  
Green Cove Springs, FL 32043  
Attn:  
Telephone: (904) 336-6500

If to the Company: Chief Executive Officer  
Facilitron, Inc.  
PO Box 1935  
Los Gatos, CA 95031-1935  
Telephone: 800-272-2962

Notice delivered by hand shall be deemed to have been received by the addressee on the date delivered. Notice given by registered or certified mail, return receipt requested, shall be deemed to have been received by the addressee on the date marked on the receipt. Notice given electronically or by confirmed facsimile shall be deemed to have been received by the addressee on the business day following the day on which it was sent.

(f) Entire Agreement. This Agreement and the Exhibits hereto are the complete agreement of the Parties relating to the subject matter hereof. This Agreement supersedes and governs any other prior or collateral agreements with respect to the subject matter hereof. Any amendment to this Agreement or any modification of any term of this Agreement must be in writing and be executed by an authorized officer of each Party. 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.

(g) Governing Law, Dispute Resolution and Exclusive Venue. This Agreement shall be governed by and construed under the laws of the State of Florida, without reference to conflict of laws principles. The parties waive any objection to exclusive jurisdiction and venue in the state and federal courts located in Clay County, Florida.

(h) Severability. The illegality or unenforceability of the whole or any part of the provisions of this Agreement will not affect the continued operation of the remaining provisions of this Agreement.

(i) Waiver. The failure of either Party at any time to insist upon strict performance of any of the terms and conditions contained in this Agreement will not be deemed a waiver of its right at any time thereafter to insist upon strict performance.

(j) Independent Contractors. The relationship of the Parties established by this Agreement is that of independent contractors, and nothing contained in this Agreement shall be construed to (i) give either Party the power to direct and control the day-to-day activities of the other, (ii) constitute the Parties as partners, joint venturers, co-owners or otherwise as participants in a

joint or common undertaking, or (iii) allow either Party to create or assume any obligation on behalf of the other Party for any purpose whatsoever.

(k) Force Majeure. Neither Party to this Agreement shall be held responsible for any failure or delay in performance under this Agreement where such performance is rendered impracticable by any act of war, compliance with laws, governmental acts or regulations, fire, flood, other natural disaster, epidemic, strikes and other causes similar to those listed, in each case where failure to perform is beyond the control, and not caused by the negligence of the non-performing Party ("Force Majeure").

(l) No Third Party Beneficiaries. Unless otherwise expressly provided, no provision of this Agreement are intended or shall be construed to confer upon or give to any person or entity other than the Parties any rights, remedies or other benefits under or by reason of this Agreement.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed by their representatives thereunto duly authorized as of the date first written above.

"CLIENT"

"COMPANY"

Clay County School District

Facilitron, Inc.

By: \_\_\_\_\_

By: Mike Kapul

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

Name: Mike Kapul

Title: \_\_\_\_\_

Title: President

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

Date: November 19, 2021

## EXHIBIT "A"

### Company Fee Options

The Client shall determine the pricing for its facilities rental, application, equipment usage, custodial and other associated services provided by the Client (the "Client Fee").

The Client shall select from one of the following End User service fee/commission options (**note: the Client may change the original selection at any time, even after the service has started, for all new reservations**):

#### **Option 1: variable commission (default)**

**"The Client agrees to pay the Company a commission of 8% to 12% of the total Client Fee amount per Transaction which shall be deducted from the client's payment. Company shall remit all collected Client Fee payments for completed rentals minus applicable commission and any End User refunds to the Client on a monthly basis, and such funds must be sent by Company to Client by the 20<sup>th</sup> day of the following month."**

The commission paid by the Client is based on the Client Fee amount charged by the Client in each bracket as follows:

On Transaction amount over	But equal or less than	Service Fee
\$0	\$1,000	12%
\$1,000	\$2,000	11%
\$2,000	\$3,500	10%
\$3,000	\$4,000	9%
\$4,000		8%

Example 1: Client Fee \$50. Service Fee/Commission =  $\$50 \times 12\% = \$6.00$

Example 2: Client Fee \$1,500. Service Fee/Commission =  $\$1,000 \times 12\% + \$500 \times 11\% = \$175$

#### **Option 2: fixed commission**

**"The Client agrees to pay the Company a commission of 10% of the total Client Fee amount per Transaction which shall be deducted from the client's payment. Company shall remit all collected Client Fee payments for completed rentals minus applicable commission and any End User refunds to the Client on a monthly basis, and such funds must be sent by Company to Client by the 20<sup>th</sup> day of the following month."**

#### **Option 3: pass-through**

**"Company shall charge End Users a service fee in the amount of 8% to 12% of the total Client Fee amount per Transaction. Company shall remit all collected Client Fee payments**

for completed rentals minus any End User refunds to the Client on a monthly basis, and such funds must be sent by Company to Client by the 20<sup>th</sup> day of the following month.”

The service fee charged to the End User is based on the total Client Fee amount charged by the Client in each bracket as in the table above.

**Option 4: split**

**“Company shall charge End Users a service fee in the amount of 5% of the total Client Fee amount per Transaction. The Client agrees to pay the Company a commission of 5% of the total Client Fee amount per Transaction, which shall be deducted from the Client’s payment.** Company shall remit all collected Client Fee payments for completed rentals minus applicable commission and any End User refunds to the Client on a monthly basis, and such funds must be sent by Company to Client by the 20<sup>th</sup> day of the following month.”

***Company does not charge any fees for bookings that result in a \$0 total fee to the requester.***

*Client has the ability to change facility use request prices and fees at any time, and the Company’s service fee and commission will be automatically adjusted accordingly. For example, if the Client adjusts prices and fees for a particular reservation to \$0 then the Company’s service fee and commission will automatically adjust to \$0.*

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***Option 1 (variable commission) will be used if section below is left blank.***

**Fee Option Selection for Initial implementation**

Client selects Option \_\_\_\_\_

Client \_\_\_\_\_ (please Initial)



## "ADDENDUM A" TO CONTRACT WITH THE SCHOOL BOARD OF CLAY COUNTY, FLORIDA

Notwithstanding any contractual language to the contrary, the terms and conditions of this "Addendum A" shall govern and prevail over any conflicting or inconsistent terms and conditions in the underlying contract to which this "Addendum A" is attached and/or otherwise incorporated. All references herein made to the School Board of Clay County, Florida ("SBCC") shall be interpreted to include the School Board of Clay County, Florida, Clay County District Schools ("District"), and all Board officers and employees.

1. The Company, Vendor, Agency, or Consultant, of Contract with the School Board of Clay County, 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 (if applicable): Services and/or Products satisfactorily received shall be compensated in accordance with Attachment A and the following terms:
  - a. Procurement is performed in accordance with applicable law, State Board of Education Rules, Clay County School Board Policy and other applicable rules and regulations which govern. CONTRACTOR shall be paid in accordance with the Local Government Prompt Payment Act (218.70, et seq., Florida Statutes) upon submission of detailed invoices to the appropriate location listed on the District Purchase Order and/or the School Internal Account Purchase Order, and only after delivery and acceptance of the services and/or products provided.
  - b. Services and/or Products, as authorized and approved by SBCC, shall be compensated by Hour Rate (cost per hour) / Fixed Fee (*includes direct and indirect costs*) / Flat Rate (*cost for scope of work*) / etc.
  - c. Direct reimbursement for travel expenses, as authorized by and listed in Attachment A, shall be made in accordance with the requirements and rates found at F.S. 112.061 and any applicable the SBCC policies.
  - d. Incurrence of other direct expenses, if any, must be pre-approved in writing by the SBCC.
  - e. Unless otherwise required by law, the SBCC's payment obligations (if any) arising from the underlying Agreement are contingent upon an annual appropriation by the School Board and the availability of funds to pay for the contracted services and/or products provided. If such funds are not appropriated for the underlying Agreement and results in its termination, such conditions/events shall not constitute a default by the SBCC.
8. The SBCC and CONTRACTOR have mutual rights to terminate this Agreement with or without cause and without penalty or further payment, at any time upon thirty (30) days written notice to the other party. However, if it is determined by the SBCC that the work is not being performed as agreed herein, CONTRACTOR shall be deemed to be in default, and the SBCC reserves the right to cancel this Agreement immediately.
9. Force Majeure: Neither party to this Agreement shall be liable for delays or failures in performance under this Agreement (other than obligations relating to payment, confidentiality, and protection of ownership and intellectual property rights) resulting from acts or events beyond the reasonable control of such party (a "Force Majeure Event"), including acts of war, terrorism, acts of God, earthquake, flood, embargo, riot, sabotage, labor dispute, wide spread outbreak of disease or pandemic, governmental act, failure of the internet, power failure, or energy, utility, or telecommunications interruptions, provided that the delayed party: (i) gives the other party prompt notice of such cause; and (ii) uses its reasonable commercial efforts to promptly correct such failure or delay in performance. In the event that a Force Majeure Event lasts for more than 90 days, and the party experiencing the initial delay cannot correct its failure or delay in performance during that period of time, despite using its reasonable commercial efforts to do so, the other party may terminate the affected portions of this Agreement.
10. This Agreement shall not be modified or amended except in writing, duly agreed to and executed by the parties.
11. CONTRACTOR shall not assign this Agreement in whole or in part, without the express written consent of the SBCC Purchasing Department.
12. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida and venue shall be in Clay County, Florida.
13. No other representations or promises shall be binding on the parties hereto except those representations or promises contained herein.
14. In the event that any part, term, or provision of this Agreement is, in a court of competent jurisdiction, found to be illegal or unenforceable, the validity of the remaining portions and provisions will not be affected, and the rights and obligations of the parties shall be construed and enforced as if this Agreement did not contain the particular part, term, or provision held to be so invalid.
15. Should any litigation be commenced in connection with this Agreement, the prevailing party shall be entitled to reasonable attorney fees and court costs.
16. The parties hereto represent that they have reviewed this Agreement and have sought legal advice concerning the legal significance and ramifications of this Agreement.
17. CONTRACTOR shall retain records associated with the services and/or products provided herein for a period of three years following final payment. CONTRACTOR shall, with reasonable notice, provide the SBCC access to these records during the above retention period.

18. Jessica Lunsford Act: SBCC is required to conduct background screening of CONTRACTOR (including its employees, agents, and sub-contractors) (go to [Clay County District Schools website](#) for fingerprinting procedures). CONTRACTOR represents and warrants to the SBCC that CONTRACTOR is familiar with Sections 1012.32, 1012.321, 1012.465, 1012.467, and 1012.468 of the Florida Statutes regarding background investigations. CONTRACTOR covenants to comply with all requirements of the above-cited statutes at CONTRACTOR's sole expense and shall provide the SBCC proof of such compliance upon request.

Certification: By executing this Agreement, CONTRACTOR swears and affirms under penalty of perjury that all of its employees, agents, and subcontractors will comply with these procedures, the requirements of the Jessica Lunsford Act, SBCC's finger printing procedures, and the laws of the State of Florida. Failure to comply with these procedures, the Act, SBCC's finger printing procedures, and the law of the State of Florida shall constitute a material breach of the Agreement, and SBCC may avail itself of all remedies pursuant to law. CONTRACTOR agrees to indemnify and hold harmless SBCC, its officers, employees, and agents, from and against any and all claims or causes of action, including without limitation those for personal injury, death, property damages, and attorney fees, arising out of or relating to CONTRACTOR's failure to comply with any of the above.

19. E-Verify: CONTRACTOR named herein, and its subcontractors, are required to register with and use the U.S. Department of Homeland Security's (DHS) E-Verify system to verify the work authorization status of all newly hired employees. By executing this Agreement, the CONTRACTOR certifies that it, and any sub-contractors with which it contracts, are registered with, and use, the E-Verify system for all newly hired employees, and acknowledges that it must obtain an affidavit from its subcontractors in accordance with Section 448.095(2)(b) Fla. Stat. that the subcontractor does not employ, contract with or subcontract with any unauthorized alien. The CONTRACTOR must maintain a copy of such affidavit for the duration of the Agreement. This section serves as notice to the CONTRACTOR that, pursuant to the terms of Section 448.095(2)(c) 1 and 2, Florida Statutes, the SBCC shall terminate this Agreement if it has a good faith belief that the CONTRACTOR has knowingly violated Section 448.09(1), F.S.. If the SBCC has a good faith belief that the subcontractor, without the knowledge of the CONTRACTOR, has knowingly violated Section 448.09(1) or 448.095(2), F.S., the SBCC shall notify the CONTRACTOR and order the CONTRACTOR to immediately terminate the contract with the subcontractor. If the SBCC terminates an Agreement with a CONTRACTOR pursuant to sec. 448.095(2)(c), F.S., the CONTRACTOR will not be awarded a public contract for at least one year after the date of such termination.

20. The CONTRACTOR certifies that CONTRACTOR is in compliance with the requirements of law regarding equal employment opportunity for all persons without regard to age, race, color, religion, sex, national origin, or disability and is not on the Discriminatory Vendor List pursuant to Florida Statute 287.134.

21. CONTRACTOR shall, at CONTRACTOR's sole expense, procure and maintain during the term of this Agreement, at least the following minimum insurance coverage, which shall not limit the liability of CONTRACTOR:

<u>General Liability Policy:</u>	<u>Auto Liability Policy:</u>	<u>Worker's Compensation Policy:</u>
\$1,000,000.00 per occurrence	\$1,000,000.00 combined single limit	\$100,000
\$2,000,000.00 aggregate	\$5,000,000.00 (if charter or common carrier)	*Exempt, need signed WCAF

*\*If the CONTRACTOR is exempt from Worker's Compensation insurance obligations, the CONTRACTOR must sign the Worker's Compensation Acknowledgment Form (WCAF) attached hereto as Exhibit # 1.*

All policies of insurance shall be rated "A-" or better by the most recently published A.M. Best Rating Guide and shall be subject to the SBCC approval as to form and issuing company. The SBCC shall be named as certificate holder and as an *additional insured* in the comprehensive general (including property damage) liability policy within five (5) days after execution of this Agreement. CONTRACTOR shall furnish the SBCC's Representative copies of insurance certificates evidencing that it maintains at least the insurance coverage required hereunder, and which contain the following or equivalent clause: *"Before any reduction, cancellation, modification or expiration of the insurance policy, thirty (30) days prior written notice thereof shall be given to the SBCC."* CONTRACTOR is NOT authorized to proceed with the services until all the insurance certificates have been received and accepted.

Receipt of certificates or other documentation of insurance or policies or copies of policies by the SBCC, or by any of its representatives, which indicate less coverage than required does not constitute a waiver of CONTRACTOR's obligation to fulfill the insurance requirements herein.

22. CONTRACTOR shall not solicit or accept brokerage or any other fees or remuneration from any provider of the SBCC insurance program.
23. CONTRACTOR recognizes and acknowledges that by virtue of entering into this Agreement and providing services hereunder, CONTRACTOR, its agents, employees, officers, and subcontractors may have access to certain confidential information and processes, including confidential student information, personal health information, financial records, and access to the SBCC networks (hereinafter "Confidential Information"). CONTRACTOR agrees that neither it nor any CONTRACTOR agent, employee officer, or subcontractor will at any time, either during or subsequent to the term of this Agreement, disclose to any third party, except where permitted or required by law or where such disclosure is expressly approved by the SBCC in writing, any Confidential Information. In addition, following expiration of said Agreement, CONTRACTOR, its agents, employees, officers, and subcontractors shall either destroy or return to the SBCC all Confidential Information. With 72-hours written notification, the SBCC reserves the right to determine whether or not Confidential Information has been destroyed and such confirmation may include inspecting the CONTRACTOR's facilities and equipment. CONTRACTOR understands and agrees that it is subject to all federal and state laws and SBCC rules relating to the confidentiality of student information. Contractor further agrees to comply with the Family Educational Rights and Privacy Act ("FERPA") 34 C.F.R. § 99. Contractor shall regard all student information as confidential and will not disclose personally-identifiable student records or information to any third party without appropriate legal authorization. Access to SBCC data or networks shall require a SBCC Data-Sharing and Usage Agreement and shall only be authorized by the SBCC IT Department.
24. CONTRACTOR is required to comply with the Florida Public Records Law, Chapter 119, Florida Statutes, in the performance of CONTRACTOR's duties under this Agreement, and will specifically:
  - 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 that 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) CONTRACTOR that District reasonably believes would receive a 1099 form if a tax identification number is not provided including for IRS form W-9 [Required by 26 C.F.R. § 31.3406-0, 26 C.F.R. § 301.61091, and Fla. Stat. § 119.07(5)(a)2 and 6]

CONTRACTOR's failure to comply with the provisions set forth in this section shall constitute a default and material breach of this Agreement, which may result in termination by the SBCC without penalty.

IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, OR CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTRACTOR SHALL CONTACT THE SBCC'S CUSTODIAN OF PUBLIC RECORDS AT 900 WALNUT STREET, GREEN COVE SPRINGS, FLORIDA 32043, OR AT 904-336-6500, OR AT: [PRR@myoneclay.net](mailto:PRR@myoneclay.net)

25. Government Funding (if Applicable): 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 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: 20,31,40,41.

To the extent that the SBCC is using Government Funds as a source of payment for this Agreement, CONTRACTOR shall execute and deliver to the SBCC the following forms, attached hereto as Exhibit # 2: (a) EDGAR Certification; (b) Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion; (c) Drug-Free Workplace Certification; (d) Non-Collusion Affidavit; and (e) Disclosure of Potential Conflict of Interest.

SBCC’S Representative with CONTRACTOR is: \_\_\_\_\_

School/Department Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email Address: \_\_\_\_\_

**Accepted and Agreed to:**

**SCHOOL BOARD OF CLAY COUNTY**

**CONTRACTOR**

By: \_\_\_\_\_

By: *Mike Kapul*

Print Name: \_\_\_\_\_

Print Name: Mike Kapul

Title: \_\_\_\_\_

Title: President

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

Date: October 6, 2021

DRAFT

**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**

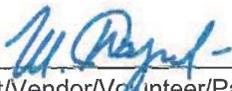
**SCHOOL BOARD OF CLAY COUNTY, FLORIDA  
RELEASE OF LIABILITY AND ASSUMPTION OF RISK RE: COVID 19 INFECTION**

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

October 6, 2021

Date

Mike Kapul, President, Facilitron, Inc.

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: Facilitron, Inc.

Signature of Authorized Representative: 

Printed Name of Authorized Representative: Mike Kapul

Title of Authorized Representative: President

Date: October 6, 2021

## Exhibit # 2 (a)

### EDGAR CERTIFICATIONS

All purchases involving the expenditure of federal funds must be compliant with the Education Department General Administrative Regulations ("EDGAR"). The following certifications and provisions are required and apply when the School Board of Clay County, Florida ("SBCC" "School Board") expends federal funds for any purchase resulting from this procurement process. Pursuant to 2 C.F.R. § 200.326, all contracts, including small purchases, awarded by the District shall contain the procurement provisions of Appendix II to Part 200, as applicable.

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#### **REQUIRED CONTRACT PROVISIONS FOR NON-FEDERAL ENTITY CONTRACTS UNDER FEDERAL AWARDS APPENDIX II to C.F.R. PART 200**

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**(A) Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.**

Pursuant to Federal Rule (A) above, when School Board expends federal funds, School Board reserves all rights and privileges under the applicable laws and regulations with respect to this procurement in the event of breach of contract by either party.

**(B) All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.**

Pursuant to Federal Rule (B) above, for all contracts involving Federal funds in excess of \$10,000, School Board reserves the right to terminate the contract (i) for convenience, and/or (ii) for cause by issuing a certified notice to the vendor.

**(C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part. 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."**

Pursuant to Federal Rule (C) above, when School Board expends federal funds on any federally assisted construction contract, the equal opportunity clause is incorporated by reference herein.

**(D) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.**

Pursuant to Federal Rule (D) above, when School Board expends federal funds during the term of an award for all contracts and subgrants for construction or repair, Vendor will be in compliance with all applicable Davis-Bacon Act provisions.

**(E) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29**

## EDGAR CERTIFICATIONS (continued)

CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

Pursuant to Federal Rule (E) above, when federal funds are expended by School Board, Vendor certifies that Vendor will be in compliance with all applicable provisions of the Contract Work Hours and Safety Standards Act during the term of an award resulting from this procurement process.

**(F) Rights to Inventions Made Under a Contract or Agreement.** If the Federal award meets the definition of “funding agreement” under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.

Pursuant to Federal Rule (F) above, when federal funds are expended by School Board, Vendor certifies that Vendor will be in compliance with all applicable provisions of Federal Rule (F) during the term of an award resulting from this procurement process.

**(G) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387),** as amended Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

Pursuant to Federal Rule (G) above, when federal funds are expended by School Board, Vendor certifies that Vendor will be in compliance with all applicable provisions of Federal Rule (G) during the term of an award resulting from this procurement process.

**(H) Energy Policy and Conservation Act (2 CFR §910.120, 10 CFR §600.236).** Vendor agrees to comply with the mandatory standards and policies relating to energy efficiency contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

Pursuant to Federal Rule (H) above, when federal funds are expended by School Board, Vendor certifies that Vendor will be in compliance with all applicable provisions of Federal Rule (H) during the term of an award resulting from this procurement process.

**(I) Debarment and Suspension (Executive Orders 12549 and 12689)—**A contract award (see 2 CFR 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

Pursuant to Federal Rule (I) above, when federal funds are expended by School Board, Vendor certifies that during the term of an award resulting from this procurement process, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

**(J) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—**Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

Pursuant to Federal Rule (J) above, Vendor certifies that it is in compliance with all applicable provisions of the Byrd Anti-Lobbying Amendment (31 U.S.C. 1352). The Vendor further certifies that: (1) No Federal appropriated funds have been

**EDGAR CERTIFICATIONS (continued)**

paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement. (2) If any funds other than Federal appropriated funds have been paid to any person for influencing or attempting to influence an officer or employee of any agency, Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. (3) The undersigned shall require that the language of this certification be included in the award documents for all covered subawards in Federal funds at all appropriate tiers and that all subrecipients shall certify and disclose accordingly.

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**RECORDS ACCESS AND RETENTION**

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Records Access (34 CFR 80.36 (i)(10): All vendors, contracts and subcontractors shall give access to the SBCC, the appropriate Federal agency, the Comptroller General of the United States, or any of their duly authorized representative to any books, documents, papers, and records of the vendor which are directly pertinent to this specific bid/contract for the purpose of making audit, examination, excerpts and transcriptions.

Records Retention (2 C.F.R. § 200.333): Financial records, supporting documents, statistical records and all other non-Federal entity records pertinent to a Federal award must be retained for a period of three (3) years from the date of submission of the final expenditure report or, for Federal awards that are renewed quarterly or annually, from the date of the submission of the quarterly or annual financial report, respectively, as reported to the Federal awarding agency or passthrough entity in the case of a subrecipient.

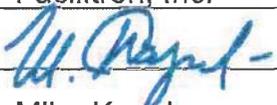
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**RECOVERED MATERIALS**

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Recovered Materials (2 CFR §200.322): Contractor must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

**Vendor agrees to comply with all federal, state, and local laws, rules, regulations and ordinances, as applicable. It is further acknowledged that vendor certifies compliance with all provisions, laws, acts, regulations, etc. as specifically noted above.**

Vendor's Name: Facilitron, Inc.  
Signature of Authorized Representative:   
Print Name of Authorized Representative: Mike Kapul

**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: Facilitron, Inc

Mike Kapul  
Printed Name

Signature: 

President  
Title of Authorized Representative

Date: October 6, 2021

**Exhibit # 2 (c)**

**DRUG-FREE WORKPLACE CERTIFICATION**

Preference shall be given to vendors/contractors certifying their compliance with a drug-free workplace in accordance with Section 287.087, Fla. Stat., as follows:

**IDENTICAL TIE BIDS** – A bid or contract received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedure for processing tie bids shall be followed if none of the tied vendors has a drug-free workplace program. To obtain such preference, a business shall:

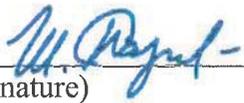
1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions what shall be taken against employee for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business’s policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee shall abide by the terms of the statement and shall notify the employer of any conviction or plea of guilty or no contest to any violation of Chapter 893 or of any controlled substance laws of the United States or the State of Florida, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee’s community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

I certify that this firm complies fully with the above requirements.

**CONTRACTOR NAME:** Facilitron, Inc.

**AUTHORIZED CONTACTOR REPRESENTATIVE SIGNATURE:**

Mike Kapul  
(Printed Name)

  
(Signature)

President  
(Title)

October 6, 2021  
(Date)

**Exhibit # 2 (d)**

**NON-COLLUSION AFFIDAVIT**

STATE OF FLORIDA        )  
COUNTY OF CLAY        )

My name is (*INSERT NAME* Mike Kapul). 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* Facilitron, 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* Facilitron, 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:** Facilitron, Inc.

**AUTHORIZED CONTACTOR REPRESENTATIVE SIGNATURE:**

Mike Kapul  
(Printed Name)

  
(Signature)

President  
(Title)

October 6, 2021  
(Date)

**Exhibit # 2 (e)**

**DISCLOSURE OF POTENTIAL CONFLICT OF INTEREST AND  
CONFLICTING EMPLOYMENT OR CONTRACTUAL RELATIONSHIP**

Section 112.313 (3) and (7), Florida Statutes, sets forth restrictions on the ability of SBCC employees acting in a private capacity to rent, lease, or sell any realty, goods or services to SBCC. It also places restrictions on SBCC employees concerning outside employment or contractual relationships with any business entity which is doing business with SBCC.

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

Facilitron, Inc.  
\_\_\_\_\_ Company Name



THE HARTFORD  
BUSINESS SERVICE CENTER  
3600 WISEMAN BLVD  
SAN ANTONIO TX 78251

October 6, 2021

School Board of Clay County, Florida  
900 WALNUT ST  
GREEN COVE SPRINGS FL 32043

**Account Information:**

<b>Policy Holder Details :</b>	FACILITON, INC.
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**Contact Us**

---

Business Service Center  
**Business Hours:** Monday - Friday  
(7AM - 7PM Central Standard Time)  
**Phone:** (866) 467-8730  
**Fax:** (888) 443-6112  
**Email:** [agency.services@thehartford.com](mailto:agency.services@thehartford.com)  
**Website:** <https://business.thehartford.com>

Enclosed please find a **Certificate Of Insurance** for the above referenced Policyholder. Please contact us if you have any questions or concerns.

Sincerely,  
Your Hartford Service Team



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
10/06/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATIONIS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> ASSURED PARTNERS OF ARIZONA LLC/PHS 59302439 The Hartford Business Service Center 3600 Wiseman Blvd San Antonio, TX 78251	<b>CONTACT NAME:</b> PHONE (866) 467-8730 (A/C, No, Ext):		FAX (888) 443-6112 (A/C, No):	
	<b>E-MAIL ADDRESS:</b>			
		<b>INSURER(S) AFFORDING COVERAGE</b>		
		<b>NAIC#</b>		
<b>INSURED</b> FACILITON, INC. PO BOX 1935 LOS GATOS CA 95031-1935	<b>INSURER A:</b> Sentinel Insurance Company Ltd.		11000	
	<b>INSURER B:</b>			
	<b>INSURER C:</b>			
	<b>INSURER D:</b>			
	<b>INSURER E:</b>			
	<b>INSURER F:</b>			

*At Am Best 10/7/21*

**COVERAGES**                      **CERTIFICATE NUMBER:**                      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	COMMERCIAL GENERAL LIABILITY			59 SBA IR5608	08/11/2021	08/11/2022	EACH OCCURRENCE	\$1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$1,000,000
	<input checked="" type="checkbox"/> General Liability						MED EXP (Any one person)	\$10,000
	GEN'L AGGREGATE LIMIT APPLIES PER:							PERSONAL & ADV INJURY
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC						GENERAL AGGREGATE	\$2,000,000
	OTHER:						PRODUCTS - COMP/OP AGG	\$2,000,000
A	AUTOMOBILE LIABILITY			59 SBA IR5608	08/11/2021	08/11/2022	COMBINED SINGLE LIMIT (Ea accident)	\$1,000,000
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)	
	<input checked="" type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per accident)	
	<input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident)	
A	<input checked="" type="checkbox"/> UMBRELLA LIAB EXCESS LIAB			59 SBA IR5608	08/11/2021	08/11/2022	EACH OCCURRENCE	\$5,000,000
	<input type="checkbox"/> OCCUR CLAIMS-MADE						AGGREGATE	\$5,000,000
	DED <input checked="" type="checkbox"/> RETENTION \$ 10,000							
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE	OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N					E.L. EACH ACCIDENT	
	If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				E.L. DISEASE - EA EMPLOYEE	
							E.L. DISEASE - POLICY LIMIT	
A	DATA BREACH - BUS INC & EX EXP			59 SBA IR5608	08/11/2021	08/11/2022	Limit	\$250,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES** (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 Those usual to the Insured's Operations. Certificate holder is an additional insured per the Business Liability Coverage Form SS0008 attached to this policy.

<b>CERTIFICATE HOLDER</b> School Board of Clay County, Florida 900 WALNUT ST GREEN COVE SPRINGS FL 32043	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>Susan S. Castaneda</i>

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# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
10/06/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

**PRODUCER**  
Aon Risk Services, Inc of Florida  
1001 Brickell Bay Drive, Suite #1100  
Miami, FL 33131-4937

**CONTACT NAME:** Aon Risk Services, Inc of Florida  
**PHONE (A/C, No, Ext):** 800-743-8130 **FAX (A/C, No):** 800-522-7514  
**EMAIL ADDRESS:** ADP.COI.Center@Aon.com

**INSURER(S) AFFORDING COVERAGE** **NAIC #**  
INSURER A : Illinois National Insurance Co 23817

**INSURED**  
ADP TotalSource DE IV, Inc.  
10200 Sunset Drive  
Miami, FL 33173  
ALTERNATE EMPLOYER  
Facilitron, Inc.  
485 Alberto Way Unit 220  
Los Gatos, CA 95032

INSURER B :  
INSURER C :  
INSURER D :  
INSURER E :  
INSURER F :

**COVERAGES** **CERTIFICATE NUMBER:** 3468096 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. **LIMITS SHOWN ARE AS REQUESTED.**

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER						EACH OCCURRENCE	\$
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$
							MED EXP (Any one person)	\$
							PERSONAL & ADV INJURY	\$
							GENERAL AGGREGATE	\$
							PRODUCTS - COMP/OP AGG	\$
								\$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	\$
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DEC <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE	\$
							AGGREGATE	\$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	WC 038361533 FL	07/01/2021	07/01/2022	<input checked="" type="checkbox"/> PER STATUTE	<input type="checkbox"/> OTHER
							E.L. EACH ACCIDENT	\$ 2,000,000
							E.L. DISEASE - EA EMPLOYEE	\$ 2,000,000
							E.L. DISEASE - POLICY LIMIT	\$ 2,000,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**  
All worksite employees working for FACILITRON, INC., paid under ADP TOTALSOURCE, INC.'s payroll, are covered under the above stated policy. FACILITRON, INC. is an alternate employer under this policy.

### CERTIFICATE HOLDER

School Board of Clay County, Florida  
900 Walnut Street  
Green Cove Springs, FL 32043

### CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE  
*Aon Risk Services, Inc of Florida*

January 6, 2022 - Regular School Board Meeting

**Title**

C17 - 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, 1.6.22.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
AEC Electrical Contractors, Inc.	Electrical Contractor	\$4,000,000.00	January 31, 2022
Jax Utilities Management, Inc.	General and Underground Utility & Excavation Contractor	\$8,000,000.00	January 31, 2022
Trane U.S., Inc.	General, Mechanical and Class A A/C Contractor	\$100,000,000.00	January 31, 2022

January 6, 2022 - Regular School Board Meeting

**Title**

C18 - Final (Phase III) Plans and Specifications for Spring Park Elementary School (Previously Elementary School "R")

**Description**

Each phase or combination of phases is submitted to the School Board for review and approval. The plans have received staff review and are complete to Final (Phase III) stage. The Phase III Construction Manager's cost estimate is \$34,242,899.00. The increase in cost from Phase II approval (\$33,445,111.00) is related to the continuing strain of material and labor shortages caused by Covid-19. The Construction Manager, Architect, and Facility Planning and Construction Department have identified approximately \$800,000.00 in savings via Value Engineering. Caution will be used to ensure short term savings do not create negative long term impacts.

**Gap Analysis**

N/A

**Previous Outcomes**

Individual departments have the opportunity to express concerns during plan review in order to design a facility that will meet user's expectations.

**Expected Outcomes**

Approval of Phase III documents will allow for official review from external review entities.

**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 Final (Phase III) Plans and Specifications for Spring Park Elementary School (SPS).

**Contact**

Dr. Michael Kemp, Director of Facilities 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 \$26,000,000.00. The Construction Manager's Phase III cost estimate is \$34,242,899.00. This estimate includes the previously approved GMP #01 of \$3,667,420.00 for the pre-engineered metal building.

**Review Comments**

**Attachments**

January 6, 2022 - Regular School Board Meeting

**Title**

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 located at Lake Asbury Elementary and Lake Asbury Junior High schools

**Description**

The Sandridge Road Improvements consist of the construction of a right turn lane and improving/retaining an accompanying sidewalk along the front of Lake Asbury Elementary and Lake Asbury Junior High schools. The modification and shared use of Pond 4A-2 would allow for the elimination of the existing North-South Pond and would provide storm water treatment for future improvements. The agreement will also allow Sandridge Road's southern sidewalk in front of the schools on District property to be transferred to the Sandridge Right of Way. The county will assume responsibility for the maintenance and liability of the sidewalk moving forward.

**Gap Analysis**

No action would result in the continued and future backup of traffic along Sandridge Road in front of Lake Asbury Elementary and Lake Asbury Junior High Schools and would continue to expose the district to the liability issues of having a road's sidewalk on Clay County School District property.

**Previous Outcomes**

The School Board has approved Interlocal Agreements between Clay County, Florida and the School Board of Clay County, Florida in the past.

**Expected Outcomes**

It is expected the School Board will approve the Interlocal Agreement.

**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**

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.

**Contact**

Bryce Ellis, Assistant Superintendent Operations, (904) 336-6853, bryce.ellis@myoneclay.net,  
Michael Kemp, Director of Facility Planning & Construction, (904) 336-6824, michael.kemp@myoneclay.net

**Financial Impact**

None.

**Review Comments**

**Attachments**

- ☞ [Sandridge Road Interlocal Agreement Map.pdf](#)
- ☞ [Interlocal Agreement for Sandridge Road Improvements 1.6.22.pdf](#)



**INTERLOCAL AGREEMENT BETWEEN CLAY COUNTY, FLORIDA AND THE  
SCHOOL BOARD OF CLAY COUNTY, FLORIDA**

**Re: Improvements related to Sandridge Road**

THIS INTERLOCAL AGREEMENT BETWEEN CLAY COUNTY, FLORIDA AND THE SCHOOL BOARD OF CLAY COUNTY, FLORIDA, regarding improvements related to Sandridge Road, (“Agreement”), is made and entered into as of the \_\_\_\_\_ day of \_\_\_\_\_, 2022 (“Effective Date”), by and between Clay County, a political subdivision of the State of Florida (the “County”), and the School Board of Clay County, a body corporate and political subdivision of the State of Florida (the “School Board”).

**RECITALS**

**WHEREAS**, Chapter 163, Florida Statutes, permits local governmental units to make the most efficient use of their powers by enabling them to cooperate with other localities on a basis of mutual advantage; and

**WHEREAS**, the County sold Sales Surtax Revenue Bonds, Series 2020 to finance the costs of the acquisition and construction of certain roadway improvements in the County referred to by the County as the Bonded Transportation Program (“BTP”); and

**WHEREAS**, the BTP must be completed within five (5) years of the bond closing on March 26, 2020 so time is of the essence in the development of plans and specifications, management, design, and construction of these roadways; and

**WHEREAS**, the BTP includes the improvement of Sandridge Road from Henley Road to CR 209 (Project No. 4); and

**WHEREAS**, Sandridge Road will be widened from a two lane rural roadway to a three lane urban section with bike lanes, curb and gutter, and sidewalks along both sides; and

**WHEREAS**, in order to accommodate stormwater runoff due to the roadway improvements, pond locations have been determined within the Sandridge widening corridor; and

**WHEREAS**, one of the determined pond locations is an existing pond along Sandridge Road on the northeast side of the property owned by the School Board and home to the Lake Asbury Junior High School (LAJH) (Pond 4A-2); and

**WHEREAS**, this Pond 4A-2 can be modified to accommodate current School Board stormwater and the additional stormwater runoff from the Sandridge Road improvements; and

**WHEREAS**, with the modification of Pond 4A-2, the School Board would like to eliminate a separate existing pond on the School Board’s LAJH property, which pond runs parallel to the

eastern boundary of its property in order to accommodate additional parking for LAJH (Existing North-South Pond); and

**WHEREAS**, with the Sandridge Road improvements, the School Board desires to have a right turn lane constructed and accompanying sidewalk retained and enhanced along the front of LAJH and Lake Asbury Elementary (LAE); and

**WHEREAS**, the Parties wish to set forth terms and conditions for the modification and shared use of Pond 4A-2, elimination of the Existing North-South Pond, creation of increased parking, construction of a right turn lane to service all entrances to both LAJH and LAE which enter the school grounds from Sandridge Road, retention and modification of existing sidewalks.

**NOW THEREFORE** in consideration of the premises and mutual covenants contained herein, and for other good and valuable consideration, the receipt and the adequacy of which are mutually acknowledged, with each party accordingly waiving any challenge to the sufficiency of such consideration, it is mutually covenanted, promised and agreed by the parties hereto as follows:

1. Florida Interlocal Cooperation Act. This Agreement is entered into pursuant to the provisions of Section 163.01, Florida Statutes, commonly known as the "Florida Interlocal Cooperation Act of 1969", and all applicable portions of the Act are made a part hereof and incorporated herein as if set forth in full, including, but not limited to the following specific provisions:

a. All of the privileges and immunities and limitations from liability, exemptions from laws, ordinances and rules, and all pensions and relief, disability, workers' compensation and other benefits which apply to the activity of officers, agents, or employees of the parties hereto when performing their respective functions within their respective territorial limits for their respective agencies, shall apply to the same degree and extent to the performance of such functions and duties of such officers, agents or employees extra-territorially under the provisions of this Agreement.

b. This Agreement does not and shall not be deemed to relieve any of the parties hereto of any of their respective obligations or responsibilities imposed upon them by law except to the extent of the actual and timely performance of those obligations or responsibilities by one or more of the parties to this Agreement, in which case performance provided hereunder may be offered in satisfaction of the obligation or responsibility.

c. As a condition precedent to its effectiveness, and pursuant to Section 163.01(11), Florida Statutes, this Agreement and any subsequent amendments hereto shall be filed with the Clerk of the Circuit Court of the County.

2. Purpose. This Agreement addresses the respective responsibilities of the Parties related to the modification and shared use of Pond 4A-2 between the County and the School Board, the elimination of the Existing North-South Pond by the County to accommodate additional parking needs of the School Board for LAJH, and the conveyance of property by the

School Board to provide for the construction of a right turn lane and the retention and enhancement of an existing sidewalk by the County. Pond 4A-2, the Existing North-South Pond, the additional parking area, the right turn lane, and the existing sidewalk are identified on the drawing attached hereto as Attachment A.

3. County's Responsibilities.

a. The County shall provide all labor, services and materials required to:

- i. enlarge Pond 4A-2 from its current size of 0.42 acres to a size of approximately 1.38 acres but not to exceed 1.50 acres, in order to increase the pond volume capacity from 3,227 CY to approximately 12,294 CY but not to exceed 15,000 CY. The excavated dirt from Pond 4A-2 will be used by the County to back fill the Existing North-South Pond and any additional dirt from such excavation may be used by the County as fill on the Sandridge Road improvements.
- ii. fill in the Existing North-South Pond in order to accommodate an expanded parking area for the School Board at LAJH. The grade of the parking area will be flush with the adjacent driveway and upon completion the parking area will be seeded.
- iii. construct a right turn lane along the School Board's property for entry in to LAJH and LAE and retain the existing sidewalk, constructing any necessary enhancements to accommodate the right turn lane.

b. The County will be responsible for the design and engineering related to Pond 4A-2, the fill of the Existing North-South Pond, the additional parking area, the right turn lane and the sidewalk. State requirements for education facilities will be adhered to with the design and construction of these improvements. Any proposed modification to the design, engineering, or construction of these improvements by the Operations Division of the School Board is subject to approval by the County, which approval shall not be unreasonably withheld.

c. The County shall maintain management and decision-making over the design and construction related to Pond 4A-2, the fill of the Existing North-South Pond, the additional parking area, the right turn lane and the sidewalk, subject to review and input by the Operations Division of the School Board.

d. The County will be responsible for the maintenance of Pond 4A-2, with the exception that the School Board will maintain the drainage conveyance system coming to Pond 4A-2 from the School Board's property.

4. School Board's Responsibilities.

a. The School Board shall provide the County at no cost temporary construction easements to accommodate the County's enlargement of Pond 4A-2, fill of the Existing North-South Pond, expansion of LAJH parking area, construction of the right turn lane, retention of the sidewalk and any needed enhancements, and harmonization of the LAJH and LAE driveways.

b. The School Board shall retain ownership of Pond 4A-2 and shall provide the County at no cost a perpetual easement for use and maintenance of Pond 4A-2.

c. In order for the School Board to meet its responsibilities in a. and b. above the County shall provide the School Board suggested formats for the temporary construction easements and the permanent (perpetual) easement which narrowly meet the needs of the County in accessing their drainage pond construction project and subsequent maintenance of Pond 4A-2.

d. The School Board shall maintain the drainage conveyance system coming to Pond 4A-2 from the School Board property and shall be solely responsible for any costs, fees, or expenses associated with such maintenance.

e. The School Board shall provide the County by warranty deed and at no cost all additional right of way required for the construction of the right turn lane and the retention of the sidewalk along the School Board property for LAJH and LAE which is approximately 0.757 acres (32,966 SF). The County shall provide the School Board a survey and legal description of the specific land dimensions needed by the County to meet the needs of the construction project described in this subsection and for the legal description to be included in the warranty deed to meet the land transfer obligations set forth herein.

5. Term and Termination.

a. This Agreement shall commence on the Effective Date and shall remain in full force and effect for a period of four (4) years from the Effective Date, unless otherwise terminated as provided herein. This Agreement may be extended or modified only by written agreement of the Parties.

b. Both Parties recognize that termination of this Agreement prior to final completion of the project is economically damaging to both parties. Accordingly, if either party wishes to terminate this Agreement, the parties shall, within thirty (30) days of notice of such desire to terminate, participate in good faith mediation to resolve whatever disputes have led or contributed to the intended termination, in an effort to put aside differences and work together to reach a mutually agreeable plan for final completion of the project. Neither Party shall be responsible for any costs or fees due to termination of the Agreement. Mediation expenses shall be split equally between the Parties.

6. Dispute Resolution. The Parties will attempt to settle any dispute arising from this Agreement through negotiation and a spirit of mutual cooperation. The dispute will be escalated to appropriate higher-level managers of the Parties, if necessary.

7. Liability and Indemnification.

a. Each party agrees that it shall be solely responsible for the negligence, willful misconduct, or wrongful acts of its directors, officers, employees, representatives, agents, and volunteers. Notwithstanding anything stated to the contrary in the Agreement, nothing contained herein is intended to serve as a waiver of either parties' sovereign immunity protections nor does it extend the parties' liability beyond the limits established in Section 768.28, Florida Statutes.

b. No covenant or agreement contained herein shall be deemed to be a covenant or agreement of any member, officer, agent, staff, or employee of the County or the School Board in his or her individual capacity, and no member, officer, agent, staff, or employee of the County or the School Board shall be liable personally on this Agreement or be subject to any personal liability or accountability by reason of the execution of this Agreement.

c. The provisions of this paragraph shall survive the expiration or termination of this Agreement.

8. Public Records and Audit.

a. The access to, disclosure, non-disclosure, or exemption of records, data, documents, and/or materials, associated with this Agreement shall be subject to the applicable provisions of the Florida Public Records Law (Chapter 119, Florida Statutes), and other applicable State or Federal law. The parties shall comply with all requirements of Chapter 119, Florida Statutes, to the extent applicable to the records and documents associated with this Agreement that are in its possession or under its control. A request to inspect or copy public records relating to the Agreement must be made directly to the County.

b. The parties shall retain all records relating to this Agreement for a period of at least five (5) years after the Agreement terminates. All records shall be kept in such a way as will permit their inspection pursuant to Chapter 119, Florida Statutes. The County, upon written reasonable notice, shall have the right to audit and inspect any records of the School Board relating to this Agreement to ensure compliance with the terms of this Agreement.

**IF THE SCHOOL BOARD HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE SCHOOL BOARD'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THE AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (904) 278-4754, [publicrecords@claycountygov.com](mailto:publicrecords@claycountygov.com), POST OFFICE BOX 1366, GREEN COVE SPRINGS, FLORIDA 32043.**

9. Independent Contractor. Each party will perform its duties under this Agreement as an independent contractor. The parties and their personnel will not be considered to be employees or agents of the other party. None of the provisions of this Agreement shall be

construed to create, or be interpreted as, a joint venture, partnership or formal business organization of any kind.

10. Notice. Any notice required or desired to be given hereunder, or any items required or desired to be delivered hereunder, may be served or delivered personally or by certified mail, return receipt requested, postage prepaid, or by any reliable and nationally recognized overnight delivery service, addressed as follows:

To School Board:

The School Board of Clay County, Florida  
900 Walnut Street  
Green Cove Springs, Florida 32043  
Attention: Superintendent of Schools  
Copy to: Attorney for the School Board

To County:

Clay County  
477 Houston Street  
Post Office Box 1366  
Green Cove Springs, Florida 32043  
Attention: County Manager  
Copy to: County Attorney

Notice may also be delivered to such other address as the party to be served may direct by written notice to the other party. If such notice is sent or delivery is made by registered or certified mail, such notice or delivery shall be deemed as served, made and effective seventy-two (72) hours after posting.

11. No Assignment. Neither Party shall assign or otherwise transfer, in whole or in part, any of its rights, duties, or obligations under this Agreement to any other party without the prior written consent of the other Party, which consent may not be unreasonably withheld. Any such assignment attempted by either Party without such prior written consent shall be null and void.

12. No Third-Party Beneficiaries. Any other provisions of this Agreement to the contrary notwithstanding, no third-party beneficiaries are intended or contemplated under this Agreement, and no third-party shall be deemed to have rights or remedies arising under this Agreement against either party to this Agreement.

13. Amendment. The Agreement may only be modified or amended upon mutual written agreement of the County and the School Board. No oral agreements or representation shall be valid or binding upon either party.

14. Further Assurances. Each party agrees that it will execute and deliver to the other promptly upon demand any and all documents or other instruments, and take such other action as is necessary to give effect to the terms and intent of this Agreement.

15. Governing Law and Venue. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida. Venue for any litigation, mediation, or other action proceeding between the parties arising out of this Agreement lies in Clay County, Florida.

16. Taxation of Costs and Expenses. In the event either party shall retain an attorney to litigate on its behalf against the other party regarding the enforcement or interpretation of this Agreement or regarding the rights, remedies, or obligations of the parties arising under this Agreement, the party prevailing on the majority of its claims, or which successfully defends against a majority of the other party's claims, shall be entitled to an award of those costs, and expenses the taxation of which is provided for by statute, including costs, and expenses incurred from the date of referral of the dispute to the prevailing party's attorney through the conclusion of litigation, or incurred in bankruptcy or on appeal. Nothing contained herein is intended to serve as a waiver of sovereign immunity and extend either Party's liability beyond the limits established in Section 768.28, Florida Statutes.

17. Waiver. No waiver by either party of any term or condition of this Agreement will be deemed or construed as a waiver of any other term or condition, nor shall a waiver of any breach be deemed to constitute a waiver of any subsequent breach, whether of the same or of a different section, subsection, paragraph, subparagraph, clause, phrase, or other provision of this Agreement.

18. Severability. If any provision of this Agreement shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such provision shall not affect any of the remaining provisions of this Agreement, and this Agreement shall be enforced as if such invalid and unenforceable provision had not been contained herein.

19. Headings. The headings contained in this Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of any or all of the provisions hereof.

20. Counterparts. The Agreement may be executed in one or more counterparts and by the separate parties in separate counterparts, each of which shall be deemed to constitute an original and all of which shall be deemed to constitute the one and the same agreement.

21. Entire Agreement. It is mutually acknowledged and agreed by the parties hereto that this Agreement contains the entire agreement between the County and the School Board with respect to the subject matter of this Agreement, and that there are no verbal agreements, representations, warranties or other understandings affecting the same.

22. Authority. The parties to this Agreement agree that electronic signatures may be utilized by either or both parties and that the digital signatures of the party or parties set forth below are intended to authenticate this Agreement and have the same force and effect as manual written signatures. Each person signing on behalf of the parties to the Agreement represents and warrants that he/she has full authority to execute this Agreement on behalf of such party and that the Agreement will constitute a legal and binding obligation of such party.

**IN WITNESS WHEREOF**, the parties hereto have executed this Agreement as of the date and year first above written.

**Clay County, a political subdivision of the State of Florida**

By: \_\_\_\_\_  
Wayne Bolla  
Its Chairman

ATTEST:

\_\_\_\_\_  
Tara S. Green  
Clay County Clerk of Court and Comptroller  
Ex Officio Clerk to the Board

**The School Board of Clay County, Florida**

By: \_\_\_\_\_  
Mary Bolla  
Chairperson

ATTEST:

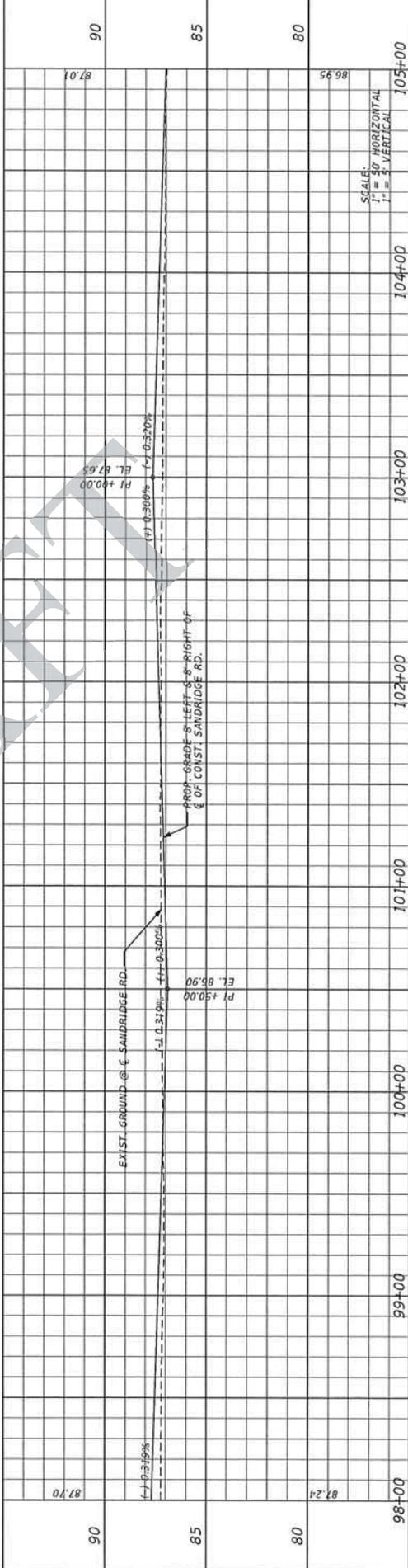
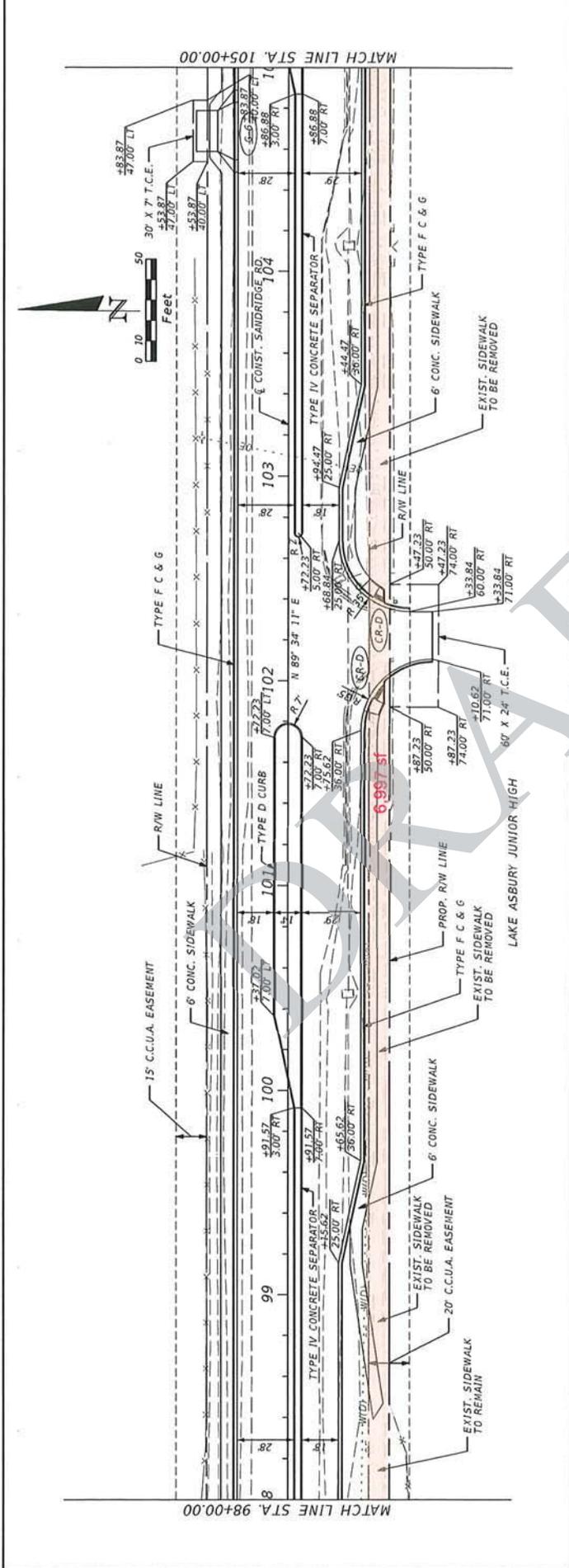
\_\_\_\_\_  
David Broskie  
Superintendent of Schools

Attachment A

DRAFT





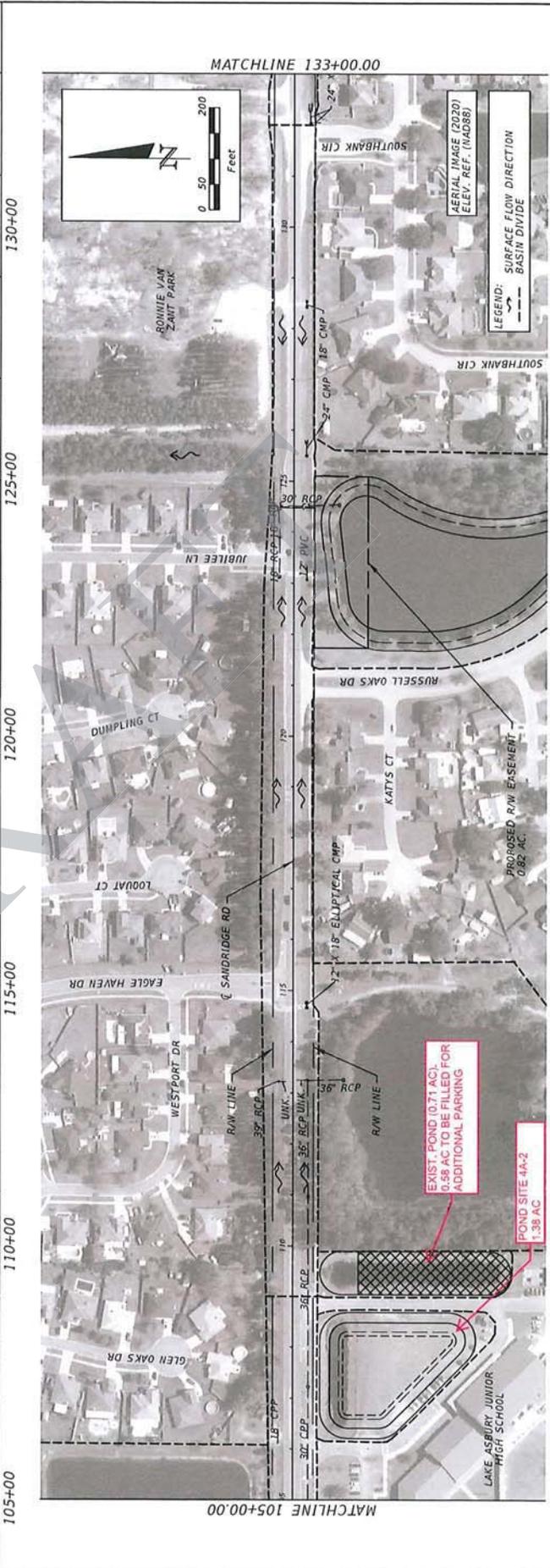
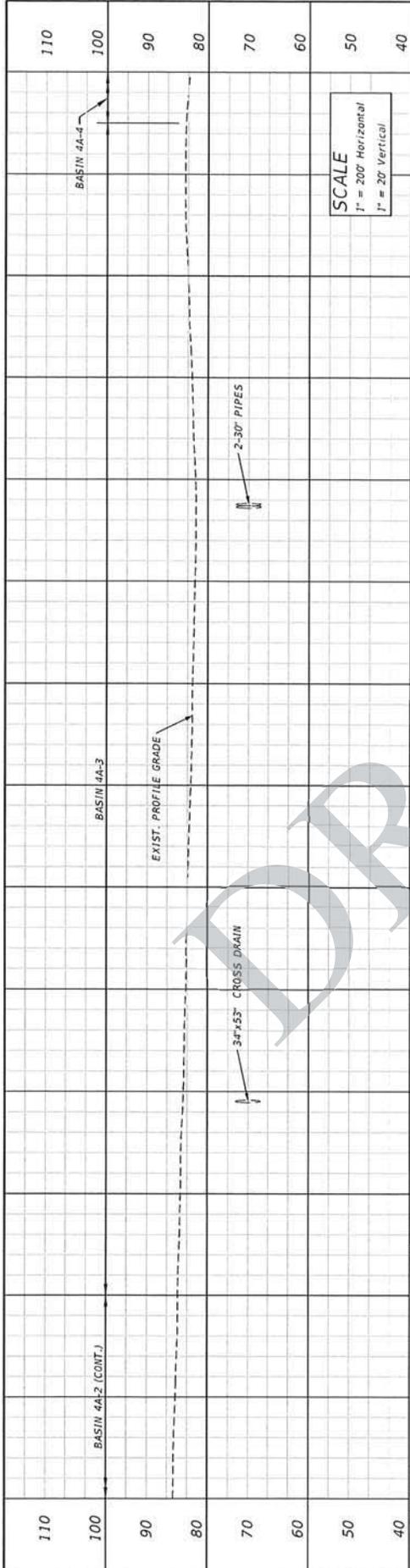


DATE	DESCRIPTION	REVISIONS	DATE	DESCRIPTION
98+00			99+00	
80			80	
85			85	
90			90	

87.24	86.95	105+00
SCALE 1" = 30' HORIZONTAL 1" = 5' VERTICAL		
<b>PLAN AND PROFILE (3)</b>		
PREPARED FOR <b>CLAY COUNTY ENGINEERING DEPARTMENT AND PUBLIC WORKS</b>		
ROBERT B. JAMIESON, P.E. P.E. LICENSE NUMBER 63980 GAI CONSULTANTS, INC. 12574 FLAGLER CENTER BLVD - SUITE 202 JACKSONVILLE, FL 32258		
10/27/2021 12:02:17 PM D06.rvt		
2:\2021\2022\283.00 - Clay Co CHAR GRP INCD\ROAD\105+way\VP\PROJ_03.dgn		
SHEET NO.		21





DATE	DESCRIPTION	REVISIONS	DATE	DESCRIPTION

**CLAY COUNTY SANDRIDGE RD**  
**POST-DEVELOPMENT DRAINAGE MAP**

Kevin Cann, P.E.  
 P.E. LICENSE NUMBER 77549  
 4371 US Highway 17, South  
 Fleming Island, FL 32003

11/27/2021 12:05:32 PM Default  
 USER: jackson@glwv

SHEET NO. **B-8**



## School Board of Clay County

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### January 6, 2022 - Regular School Board Meeting

**Title**

D1 - 2022 Legislative Priorities

**Description**

Legislative Priorities will be developed and used to gain attention and provide Florida Legislators with educational and funding requests for the School Board of Clay County.

**Gap Analysis**

**Previous Outcomes**

**Expected Outcomes**

**Strategic Plan Goal**

Goal 3: Establish a respectful climate and culture that provides equity and access to all.

**Recommendation**

Approve Legislative Priorities as submitted.

**Contact**

Terri Dennis, Chief of Staff, [Terri.Dennis@myoneclay.net](mailto:Terri.Dennis@myoneclay.net)

**Financial Impact**

**Review Comments**

**Attachments**

DRAFT



## School Board of Clay County

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### January 6, 2022 - Regular School Board Meeting

**Title**

D2 - Human Resources Special Action

**Description**

Florida Statutes (F.S. 1012.22(1)(9f), State Board Rules and Clay County School Board Policies require Board notification and/or action regarding decisions and recommendations of the Superintendent related to Personnel matters.

**Gap Analysis**

N/A

**Previous Outcomes**

N/A

**Expected Outcomes**

N/A

**Strategic Plan Goal**

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

**Recommendation**

Approve the action as presented.

**Contact**

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

**Financial Impact**

None

**Review Comments**

**Attachments**

January 6, 2022 - Regular School Board Meeting

**Title**

D3 - BID Renewal

**Description**

Renew BID as required per FS 287, DOE 6A-1.012 and School Board Policy

a. Athletic Field Maintenance Services RFP # 20-MA-319: Contract Period is April 1, 2022 through March 31, 2023. The contract period is for one year and is option 1 of 3 for renewals.

**Gap Analysis**

The District requires contractors to provide services to ensure our facilities and equipment are maintained and functional. The District requires vendors to provide products to ensure our students and staff receive the items to meet their needs.

**Previous Outcomes**

Original Bid was Board approved and has been used successfully during the past term to provide quality services and products to the district.

**Expected Outcomes**

Upon approval by the Board; we expect the contractors and vendors to continue providing quality services and products at the same terms and conditions as when the original Bid was awarded.

**Strategic Plan Goal**

Goal 2; Strategy 2.4; Ensure effective and efficient use of resources for fiscal stability.

**Recommendation**

Extend renewal as follows:

a. Athletic Field Maintenance Services RFP # 20-MA-319:

-Agrow Pro Inc., 1339 Kavie Ct, Green Cove Springs, FL 32043

-St Johns Turf Care, 1040 Hastings federal Point Rd, East Palatka, FL 32131

**Contact**

Dr. Susan Legutko, Assistant Superintendent for Business Affairs, Phone: (904)336-6721, Email: susan.legutko@myoneclay.net

**Financial Impact**

a. Athletic Field Maintenance Services RFP # 20-MA-319: Athletic Field Maintenance Services - County Wide RFP # 20-MA-319: The total financial impact for all schools and contracts combined is a maximum of \$150,000.00 for the 1 year contract. This is the combined total maximum, not a per contract maximum. Under no circumstance can the total annual expenditure exceed \$150,000.00 for all schools. Internal Account funds received from ticket sales and fundraising cover most of the cost for the maintenance of athletic fields. However, the District Budget covers school grounds as a whole which includes, but not limited to general grounds, playgrounds and athletic fields. Each year all 41 Schools receive budgeted funds to maintain School grounds. The District's total estimated expenditure for school grounds is \$76,000 a year. The District allocates 46% of those funds for Athletic fields. However, the School Principal has the discretion to increase or reduce School Budgets based on School needs.

**Review Comments**

**Attachments**