

School Board of Clay County

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

June 30, 2022 - Regular School Board Meeting

Date: Jun 30 2022 (6:00 p.m.)

Student Showcase (None)

Invocation (Rev. Christopher Klukas, Good Samaritan Anglican Church)

Pledge of Allegiance

Call to Order

Recognitions and Awards

[1. Recognize 2021-2022 Retirees](#)

Presenters

[2. Chemours Check Presentation to Clay Education Foundation](#)

School Showcase (None)

Presentations from the Audience (Public Comment)

Consent Agenda

Superintendent

[3. C1 - Minutes of School Board Special Meeting and Workshop on May 24, 2022; Student Discipline Hearings and Regular Meeting on June 2, 2022](#)

⌚ [2022 May 24 Special Mtg.pdf](#)

⌚ [2022 May 24 Workshop.pdf](#)

⌚ [2022 Jun 2_Student Hearings.pdf](#) (Confidential)

⌚ [2022 Jun 2 Regular Mtg.pdf](#)

[4. C2 - Payment of Annual Membership Dues for 2022-2023 to Florida Association of District School Superintendents](#)

[5. C3 - Clay Education Foundation Board of Directors 2022-2023 Appointments](#)

School Board Member

[6. C4 - Payment of Annual Membership Dues for 2022-2023 to Florida School Boards Association](#)

⌚ [Florida School Boards Assoc Inv #12451.pdf](#)

Human Resources

[7. C5 - Personnel Consent Agenda](#)

☉ [Personnel Consent Agenda 6.30.2022.pdf](#)

[8. C6 - Kelly Services Amendments - Substitutes](#)

☉ [Proposed Clay County Exhibit A – Current pay with the \\$2.00 additional for non instructional at 1.30 MU.docx.pdf](#)

Instruction-Academic Services

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

☉ [June 30 \(July 2022\) Student Travel.pdf](#)

[10. C8 - 2022-2023 UNF Dual Enrollment Articulation Agreement](#)

☉ [220151 UNF Dual Enrollment Articulation Agreement.pdf](#)

[11. C9 - Addendum A to 2022-2023 UNF Dual Enrollment Articulation Agreement](#)

☉ [220152 Addendum A to UNF Dual Enrollment Articulation Agreement.pdf](#)

[12. C10 - 2022-23 Interagency Agreement Between the School Board of Clay County, Florida and the Department of Military Affairs; State of Florida](#)

☉ [220155 FLYCA_Interagency Agreement Between SBCC & Dept Military Affairs.pdf](#)

[13. C11 - 2022-23 Dual Enrollment Articulation Agreement Between the School Board of Clay County and District Board of Trustees St. Johns River State College](#)

☉ [220145 St Johns River State College Dual Enrollment Articulation Agreement.pdf](#)

[14. C12 - 2022-23 Early College Program \(formally Collegiate High School\) Contract Between the School Board of Clay County and District Board of Trustees of St. Johns River State College](#)

☉ [220146 St. Johns River State College_Early College Program.pdf](#)

[15. C13 - Approve Interlocal Agreement Between The School Board of Clay County, Florida, and South Village Community Development District Regarding Usage of District Recreational Facilities](#)

☉ [Middleburg High School Swim Team Pool Use Agreement \(2022\) - South Village.pdf](#)

Instruction-Career and Technical Education

[16. C14 - CTE Out of State and Overnight Field Trips](#)

☉ [CTE Out-of-State and Overnight Field Trips \(1\).pdf](#)

Instruction-Exceptional Student Education

[17. C15 - Behavior Management Consultants](#)

☉ [220147 Behavior Management Consultants.pdf](#)

[18. C16 - Alonzo Sign Language Interpreting](#)

☉ [220149 Alonzo Sign Language.pdf](#)

Instruction-Professional Development

[19. C17 - Affiliation Agreement between Clay County District Schools and Florida Gateway College.](#)

☉ [220113 Florida Gateway College \(2\).pdf](#)

[20. C18 - Affiliation Agreement between Clay County District Schools and St. Johns River State College.](#)

[☉ 220134 St Johns River Student Affiliation.pdf](#)

[21. C19 - Affiliation Agreement between Clay County District Schools and Liberty University.](#)

[☉ 220150 Liberty University.pdf](#)

Instruction-Climate and Culture

[22. C20 - 2022-2023 Clay County School Board Agreement with Flagler Health for BRAVE Program](#)

[☉ 22-23 Flagler Hospital BRAVE Agenda Submission.pdf](#)

Business Affairs

[23. C21 - Approve the 2022-2023 District's Property/Casualty/Active Assailant Insurance renewal submitted by Arthur J. Gallagher & Co. \(broker\)](#)

[☉ Gallagher Insurance Renewal Summary 2022-2023.pdf](#)

[24. C22 - Proposed Allocation Changes for 2022-23](#)

[☉ 22 23 Allocation Summary - June 30, 2022.pdf](#)

Business Affairs-Accounting

[25. C23 - Monthly Financial Reports for May, 2022](#)

[☉ May 2022 Monthly Board Financial Report.pdf](#)

[☉ May 2022 Monthly Board Property Report.pdf](#)

[☉ CONTRACTS 50 Thousand and Greater.xlsx.pdf](#)

[26. C24 - Budget Amendment Report for May 31, 2022](#)

[☉ Budget Amendment May 2022.pdf](#)

Business Affairs-Property

[27. C25 - Deletion of Certain Items Report - June, 2022](#)

[☉ Deletion Report June 2022.pdf](#)

Business Affairs-Purchasing

[28. C26 - BID to be Awarded](#)

[29. C27 - BID Renewal](#)

Operations

[30. C28 - 2022-2023 School Safety Interlocal Agreement among the School Board of Clay County, Florida; and Town of Orange Park and the Town of Orange Park Police Department.](#)

[☉ 220142 Town of Orange Park PD MOU - 6.30.22 Board Agenda \(1\).pdf](#)

[31. C29 - 2022-2023 School Safety Interlocal Agreement among the School Board of Clay County, Florida; City of Green Cove Springs Florida; and Green Cove Springs Police Department.](#)

[☉ 220141 City Of Green Cove Springs PD MOU - 6.30.22 Board Agenda.pdf](#)

Operations-Facilities

32. C30 - Pre-Qualification of Contractors

☉ [Table for Board Backup Contractor Prequal, 6.30.22.pdf](#)

33. C31 - Schematic/Preliminary/Final (Phase I, II, and III) Plans and Specifications for Keystone Heights Elementary School New Cafeteria/Classrooms

Adoption of Consent Agenda

CCEA Update (Victoria Kidwell)

CESPA Update (Lonnie Roberts)

Superintendent's Update and Presentations

Discussion Agenda

School Board Attorney

34. D1 - Adopt Superintendent's Memorandum in Support of Declaration of Emergency and Approve the emergency adoption and implementation of amendments to the Manual of Procedures for Media Services and The Handbook of Instructional Materials Procedures as contained in School Board Policies 4.44C and 4.45 respectively

35. D2 - Approval to Advertise and Notice of Public Hearing to Approve amendment to School Board Manual of Procedures for Media Services and The Handbook of Instructional Materials Procedures as contained in School Board Policies 4.44C and 4.45F respectively

☉ [Legal Adv Notice of PH SB Policies 4.44C & 4.45F.pdf](#)

36. D3 - Adopt Superintendent's Memorandum in Support of Declaration of Emergency and Approve the emergency adoption and implementation of School Board Policy Human Resources Policy 2.02 (Application and Recruitment) to add 2.02E. (Unlawful Employment Practices) and the creation of School board 4.66 (Curriculum and Instruction Required Instruction)

☉ [Policy 2.02E \(H.B.7_ F.S. 760.10 as amended\) \(3\).pdf](#)

☉ [Memorandum of Declaration of Emergency Policies 2022 H.B.7.pdf](#)

☉ [PROPOSED Policy 4.66 \(H.B.7_ F.S.\) \(4\) \(3\).docx](#)

37. D4 - Approval to Advertise and Notice of Public Hearing to Approve amendment to School Board Human Resources Policy 2.02 (Application and Recruitment) to add 2.02E. (Unlawful Employment Practices) and the creation of School Board 4.66 (Curriculum and Instruction Required Instruction)

☉ [Policy 2.02E \(H.B.7_ F.S. 760.10 as amended\) \(3\).pdf](#)

☉ [Legal Adv Notice of PH SB Policies 2.02E and 4.66.pdf](#)

☉ [PROPOSED Policy 4.66 \(H.B.7_ F.S.\) \(4\) \(3\).docx](#)

38. D5 - Adopt Superintendent's Memorandum in Support of Declaration of Emergency and Approve the emergency adoption and implementation of School Board Policy 1.15 (Parental Rights and Student Welfare)

☉ [Memorandum of Declaration of Emergency Policies 2022 \(1\).pdf](#)

☉ [Policy for H.B. 1557 \(2022\)and H.B 241 \(2021\) and docx \(1\).docxFINAL.pdf](#)

39. D6 - Approval to Advertise and Notice of Public Hearing to Approve the creation and implementation of School Board Policy 1.15 (Parental Rights and Student Welfare)

☉ [Policy for H.B. 1557 \(2022\)and H.B 241 \(2021\) and docx \(1\).docxFINAL.pdf](#)

Human Resources

[40. D7 - Human Resources Special Action A](#)

[41. D8 - Human Resources Special Action B](#)

School Board Attorney Remarks

School Board Member Remarks

Adjournment

DRAFT

June 30, 2022 - Regular School Board Meeting

Title

Recognize 2021-2022 Retirees

Description

The Clay County School Board recognizes district employees who retired in the 2021-2022 school year by offering congratulations and expressing appreciation for their years of faithful service to the district.

Gap Analysis

N/A

Previous Outcomes

N/A

Expected Outcomes

For recognition only.

Strategic Plan Goal

N/A

Recommendation

Recognition. No action required.

Contact

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

Financial Impact

NONE

Review Comments

Attachments

DRAFT

June 30, 2022 - Regular School Board Meeting

Title

Chemours Check Presentation to Clay Education Foundation

Description

Chemours Company will present a check to support Clay Education Foundation initiatives.

Gap Analysis

Previous Outcomes

Expected Outcomes

Strategic Plan Goal

Recommendation

Presentation only.

Contact

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

Financial Impact

To be determined

Review Comments

Attachments

DRAFT

June 30, 2022 - Regular School Board Meeting

Title

C1 - Minutes of School Board Special Meeting and Workshop on May 24, 2022; Student Discipline Hearings and Regular Meeting on June 2, 2022

Description

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

Gap Analysis

Previous Outcomes

Expected Outcomes

Strategic Plan Goal

Recommendation

Approve minutes as submitted.

Contact

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

Financial Impact

None

Review Comments

Attachments

- ☞ [2022 May 24 Special Mtg.pdf](#)
- ☞ [2022 May 24 Workshop.pdf](#)
- ☞ [2022 Jun 2_Student Hearings.pdf \(Confidential\)](#)
- ☞ [2022 Jun 2 Regular Mtg.pdf](#)



School Board of Clay County

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

May 24, 2022 - School Board Special Meeting

Date: May 24 2022 (9:00 a.m.)

Invocation (Mary Bolla)

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

Agenda Items

1. [MFB Financial, Inc DBA The Bailey Group Vendor Agreement Addendum 2](#)

[5 24 2022 Board Agenda 220117 The Bailey Group \(1\).pdf](#)

[Executed Addendum 2 220117 The Bailey Group.pdf](#)

Motion

Motion to Approve MFB Financial, Inc DBA The Bailey Group Vendor Agreement Addendum 2

Vote Results (Approved)

Motion: Janice Kerekes

Second: Beth Clark

Janice Kerekes

- Aye

Ashley Gilhousen

- Aye

Mary Bolla

- Aye

Tina Bullock

- Aye

Beth Clark

- Aye

2. [Approve Interlocal Agreement Between The School Board of Clay County, Florida and Rolling Hills Community Development District Regarding Usage of District Recreational Facilities](#)

[Clay High School Swim Team Pool Use Agreement \(2022\) - Rolling Hills 4869-9796-4574 v.1.pdf](#)

[Partially Executed Interlocal Agreement SBCC Rolling Hills.pdf](#)

Motion

Motion to Approve Interlocal Agreement Between The School Board of Clay County, Florida and Rolling Hills Community Development District Regarding Usage of District Recreational Facilities

Vote Results (Approved)

Motion: Ashley Gilhousen

Second: Janice Kerekes

Janice Kerekes

- Aye

Ashley Gilhousen

- Aye

Mary Bolla

- Aye

Tina Bullock

- Aye

Beth Clark

- Aye

Presentations from the Audience (None)

Superintendent Comments (None)

School Board Comments (None)

Adjournment (9:04 a.m.)

Superintendent of Schools

School Board Chair

DRAFT



School Board of Clay County

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

May 24, 2022 - School Board Workshop

Date: May 24 2022 (9:05 a.m.)

Invocation (Given at prior meeting)

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

Workshop Items

[1. Review Draft Agenda for Regular School Board Meeting on June 2, 2022](#)

[June-2-2022-regular-school-board-meeting_agenda_packet.pdf](#)

Minutes:

Recognitions and Presentations:

- Recognize Students with Perfect Attendance, K-6, K-8, and K-12 - no discussion;
- 2022-2023 Drug-Free Schools Calendar Winners - no discussion;
- Recognize 2022 Wes Whiddon Scholarship Recipients - no discussion;
- Recognize Social Studies Teachers of the Year - no discussion;
- Recognition of Administrators Completing the Northeast Florida Educational Consortium Level II Principal Leadership Academy - no discussion;
- Recognition of 2023 Florida Teacher of the Year Finalist - no discussion;
- Chemours Check Presentation to Clay Education Foundation - no discussion;
- EDFIRST Citizens Advisory Committee Update - no discussion;

Consent Agenda:

- C1 Minutes of School Board Workshop on April 26, 2022; Student Discipline Hearings and Regular Meeting on May 5, 2022 - no discussion;
- C2 Synergy Analytics - no discussion;
- C3 Personnel Consent Agenda - includes Business Affairs administrative job description revisions; there will be two additional new job descriptions added for president and vice-president of Clay Education Foundation with allocations presented at a future meeting and a Clay Education Foundation presentation at the June 21st workshop to explain the vision and implementation of the new positions;
- C4 Daily Hours for Teachers and Students for School Year 2022-23 - no discussion;
- C5 K-12 Academic Services Out of State and Overnight Student Travel - no discussion;
- C6 Independent Contractor Service Agreement between the School Board of Clay County and the Boys and Girls Club of Northeast Florida (BGCNF) - Superintendent Broskie advised the item, as currently written, would be revised to exclude Keystone Heights Elementary and Clay Hill Elementary because those schools do not meet the criteria of new requirements; alternative funding is being explored as stopgap funding for a single year; Mrs. Kerekes requested information re the cost per school of the program and was advised that, although the program is dependent upon the number of students, the cost is approximately \$300,000.00 per school; Mrs. Bullock expressed concern re the outlying location of KHE and CHE and the lack of services in those areas; Mrs. Gilhousen requested to know what expenses the

- funding includes and was advised the funding covers everything (e.g. positions, materials, etc.); Mrs. Gilhousen also inquired about the possibility of financial support through Clay Education Foundation connections;
- C7 Approval to Advertise and Notice of Public Hearing to Approve Modifications to the 2021-2022 Student Progression Plan - no discussion;
 - C8 Approval to Advertise and Notice of Public Hearing 2022-2023 Student & Family Handbook and Code of Student Conduct - Mrs. Bullock noted that she would like to take as strong a stance as possible against vaping; Mrs. Gilhousen would like to review cell phone usage guidelines to ensure inappropriate materials are not being accessed; Mrs. Bolla noted the need to engage parents in cell phone guidelines as well; Mrs. Clark expressed concern over vaping and cell phones and how schools handle policy differently; Mr. Broskie advised that the consistent implementation of these policies would be reviewed extensively during summer leadership;
 - C9 7 Mindsets Life Skills and Character Education - no discussion;
 - C10 Proposed Allocation Changes for 2021-22 - no discussion;
 - C11 Proposed Allocation Changes for 2022-23 - no discussion;
 - C12 Monthly Financial Reports for April, 2022 - no discussion;
 - C13 Budget Amendment Report for April 30, 2022 - no discussion;
 - C14 Deletion of Certain Items Report - May, 2022 - no discussion;
 - C15 BID Renewal - discussion re the current grounds services, improved communication and execution of services, and the financial impact of different alternatives;
 - C16 2021-2022 S.R.E.F. Casualty, Safety, Sanitation, Relocatable, and Fire Safety Inspection Report - Mrs. Kerekes commented on the number of required repairs that will be made;
 - C17 Pre-Qualification of Contractors - no discussion;
 - C18 Kleystone Heights Elementary School New Cafeteria/Classrooms Guaranteed Maximum Price (GMP) contract Award Bid Package #1 (Site Work) - Mrs. Bullock advised she has had a positive meeting with the architect and would like to stress the critical need for the implementation of Phase II of this project;

Discussion Agenda:

- D1 Appoint One Board Member and One Citizen Member to Serve on the 2022 Value Adjustment Board (Mrs. Bolla) - Mrs. Kerekes will contact Joe Wiggins, current Citizen Member, to assess his willingness to participate for an additional year; brief discussion of the meeting/time commitment for this position;
- D2 Appoint One Board Member to Serve as Florida School Boards Association Advocacy Committee Representative and One Board Member to Serve as Advocacy Committee Alternate (Mrs. Bolla) - brief discussion of the meeting/time commitment for this position;
- D3 Human Resources Special Action A - no discussion;
- D4 Human Resources Special Action B - no discussion;
- D5 Public Hearing to Approve as Advertised School Board Policy 4.65 for the Use of Drones in the K-12 Academic Setting - no discussion;
- D6 St Johns Classical Academy Charter School Application to Replicate - Mr. Broskie provided brief overview of the application to replicate and process; Mrs. Kerekes inquired into the location of the school and Mrs. Gilhousen advised the location can not be finalized or land secured until the final application is approved;

Questions from the Audience (None)

Superintendent Comments

2. Superintendent Comments

Minutes:

Superintendent Broskie reminded the board that an executive session would be held upon the conclusion of the current meeting.

School Board Comments

3. School Board Member Comments

Minutes:

Mrs. Bolla advised she has created a spreadsheet of the board's committee assignments to enable the board to discuss the frequency and responsibilities of each assignment, evaluate which duties are needed, and develop an efficient outline for

future reevaluation and use.

Mrs. Gilhousen would like to hold a workshop over the summer to review cell phone policy as it relates to students and the changing face of education.

Mrs. Clark has enjoyed her current role on the Insurance Committee and would like to explore a source of non-citizen funding to address the number and conditions of older schools with maintenance costs not covered by the state.

Mrs. Bullock appreciated the recent senior graduations and especially Clay High School holding a second graduation to offer the opportunity to the Clay High Girls Softball team, who were not able to attend the regular graduation due to a playoff commitment. She was honored to have the opportunity to present her granddaughter with her diploma.

Adjournment (9:52 a.m.)

Superintendent of Schools

Board Chair

DRAFT

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

June 2, 2022 - Regular School Board Meeting

Date: Jun 02 2022 (6:00 p.m.)

Student Showcase (None)

Invocation (Pastor Mat Pace, The Springs Church)

Pledge of Allegiance

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

Recognitions and Awards

1. Recognition of State Champion Student Athletes

[State Champion Recognition 6 2 22.pdf](#)

Minutes:

John Sgromolo, Coordinator of District Athletics, recognized the State Champion Middleburg High School Girls Softball Team.

MHS Players

- Ariana Seibel
- Morgan Beckham
- Taylor Wilkinson
- Maisy Campbell
- Kaylynn Pavlisko
- Hayley Kimball
- Paige Amato
- Kaitlyn Stacy
- Callia Kuroski
- Kaley Barnes
- Belle Mincey
- Carly Johnson
- Caylee Johnson
- Brooke Cooper
- Mallory Forrester
- KK Hagan
- Alyssa Prather
- Madison Wesley
- Kerra Clarida

Coaches

- Steve Houston

- Matt Way
- Angie Adamson
- Alyssa Rosenbaum
- Ashley Houston

2. Recognize Students with Perfect Attendance, K-6, K-8, and K-12

Minutes:

Superintendent Broskie recognized the following students with perfect attendance K-6 and K-12;

Kindergarten - 6th Grade (7 years)

- Kevin Szala (Middleburg Elementary)
- Madison Sass (Discovery Oaks Elementary)

Kindergarten - 12th Grade (13 years)

- Victoria Sanders (Clay High)
- Mikala Wheeler (Middleburg High)

3. 2022-2023 Drug Free Schools Calendar Winners

22.23 Calendar for Drug Free Schools .pdf

Minutes:

Karen Olley, Curriculum Specialist, and Stephanie Geoghagan, Project Coordinator, Clay Action Coalition, shared the attached presentation in recognition of student winners of the Drug-Free Calendar contest sponsored each year by Clay Action Coalition. Students were recipients of certificates and monetary awards.

- Abigail Grybb (Lakeside Elementary - 5th) - Front Cover
- Harlie Wilson (Coppergate School of the Arts - 6th) - Inside Cover
- Hailey Nalepa (Shadowlawn Elementary - 5th) - August
- Carson Porter (Lake Asbury Elementary - 6th) - September
- Andrew Grybb (Lakeside Elementary - 3rd) - October
- Isabella Costanza (Ridgeview Elementary - 5th) - November
- Alexandra Sheffield (Wilkinson Elementary - K) - December
- LyLan Carey (Coppergate School of the Arts - 1st) - January
- Shannon Scanlon (Rideout Elementary - 4th) - February
- Cooper Mathis (Orange Park Elementary - 3rd) - March
- Sawyer Morroni (Orange Park Elementary - 2nd) - April
- Luke Fox (Orange Park Elementary - 5th) - May
- Addyson Eastridge (Tynes Elementary - 4th) - June
- Avigail Lopez (Middleburg Elementary - 6th) - July

4. Recognize 2022 Wes Whiddon Scholarship Recipients

Minutes:

The Wes Whiddon Scholarship is awarded yearly to Clay County student-athletes who have played sports at the junior or high school level while attending a Clay County school, have been accepted into a college, and who have submitted an essay entitled "How I Make A Difference."

2022 Wes Whiddon Scholarship Recipients

- Nathan Wooley (Fleming Island High)
- Libby Pittman (Fleming Island High)
- Logan Dailey (Fleming Island High)
- Brady Greene (Clay High)
- Allison Cox (Middleburg High)

- Bryce Couey (Keystone Heights High)
- Chaylin Harris (Ridgeview High)

5. Recognize Social Studies Teachers of the Year

Minutes:

Kelly Watt, Social Studies Curriculum Specialist, recognized the following award recipients in the field of social studies:

- Leann Yost (LAE), nominee for FCSS's Outstanding Social Studies Teacher of the Year in the Elementary Division
- Nicole Patton (LAJ), nominee for FCSS's Outstanding Social Studies Teacher of the Year in the Middle School Division
- Tomeka Gross (OHS), nominee for FCSS's Outstanding Social Studies Teacher of the Year in the Senior High Division
- Joshua Burghart (MHS), nominee for the Excellence in Teaching History Award
- Tiffany Calderon (RHS), nominee for the Warren Tracy Beginning Teacher Award

6. Recognition of Administrators Completing the Northeast Florida Educational Consortium Level II Principal Leadership Academy

Minutes:

Jennifer Shepard, Supervisor of Professional Learning and Superintendent Broskie recognized the following administrators completing the Northeast Florida Educational Consortium Level II Principal Leadership Academy:

- Chris Carella
- Courtney Schumacher
- Tyler Wood
- Dustin James
- Amanda Strickland
- Easter Brown
- James DeMarie
- Laurie Coburn
- Elizabeth Turbeville
- Heather Devore

7. Recognition of 2023 Florida Teacher of the Year Finalist

Minutes:

Superintendent Broskie recognized Melissa Matz, Lakeside Junior High, as a state finalist for the 2023 Florida Teacher of the Year award.

8. Recognition of 2022 Florida Support-Related Employee of the Year Finalist

Minutes:

Superintendent Broskie recognized Jacquelin Edwards (Clay Hill Elementary) as a state finalist for 2022 Florida Support-Related Employee of the Year.

Presenters

~~9. Chemours Check Presentation to Clay Education Foundation~~

10. EDFIRST Citizens Advisory Committee Update

[ED.F.I.R.S.T CAC Validation Report 6-2-2022.pdf](#)

Minutes:

Bryce Ellis, Assistant Superintendent of Operations, and Jeff Nelson, Committee Chair of Citizens Advisory Committee, provided the attached presentation to the Board, in compliance with Florida Statute 212.055(6), to substantiate that the expenditures of the half-cent sales tax referendum funds are in full compliance with the Resolution as authorized.

School Showcase (None)

Presentations from the Audience (Public Comment) (None)

Consent Agenda

Superintendent

[11. C1 - Minutes of School Board Workshop on April 26, 2022; Student Discipline Hearings and Regular Meeting on May 5, 2022](#)

[2022 Apr 26 Workshop.pdf](#)

2022 May 5 Student Hearings.pdf (Confidential)

[2022 May 5 Regular Mtg.pdf](#)

Information Technology Services

[12. C2 - Synergy Analytics](#)

[220135 Edupoint Amendment 3.pdf](#)

[Executed 220135 Edupoint Amendment.pdf](#)

Human Resources

[13. C3 - Personnel Consent Agenda](#)

[Personnel Consent Agenda 6.2.2022.pdf](#)

Instruction-Academic Services

[14. C4 - Daily Hours for Teachers and Students for School Year 2022-23](#)

[CCSD School-hours-2022-23.pdf](#)

[15. C5 - K-12 Academic Services Out of State and Overnight Student Travel](#)

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

[16. C6 - Independent Contractor Service Agreement between the School Board of Clay County and the Boys and Girls Club of Northeast Florida \(BGCNF\)](#)

[June 2022 - Boys & Girls Club of Northeast Florida FINAL 5.19.22.pdf](#)

[Executed 220123 Boys & Girls Club of NE Florida.pdf](#)

[17. C7 - Approval to Advertise and Notice of Public Hearing to Approve Modifications to the 2021-2022 Student Progression Plan](#)

[Rationale for 22-23 SPP Changes.pdf](#)

[Student Progression Plan 2022 - 2023 Un-redlined DRAFT.pdf](#)

[Student Progression Plan 2022 - 2023 redlined DRAFT.pdf](#)

[Legal Adv. Notice of PH 22-23 Student Progression Plan.pdf](#)

Instruction-Climate and Culture

[18. C8 - Approval to Advertise and Notice of Public Hearing 2022-2023 Student & Family Handbook and Code of Student Conduct](#)

[DRAFT - 2022-2023 - CCDS Student and Family Handbook and Code of Student Conduct.pdf](#)

[Rationale for 22-23 Code of Conduct Changes - Sheet1.pdf](#)

[Legal Adv. Notice of PH 22-23 Code of Student Conduct.pdf](#)

[19. C9 - 7 Mindsets Life Skills and Character Education](#)

[2201040 7 Mindsets Academy.pdf](#)

[Executed 2201040 7 Mindsets Academy.pdf](#)

Business Affairs

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

[21. C11 - Proposed Allocation Changes for 2022-23](#)

[22 23 Allocation Summary - June 2, 2022.pdf](#)

Business Affairs-Accounting

[22. C12 - Monthly Financial Reports for April, 2022](#)

[Monthly Board Financial Report.pdf](#)

[23. C13 - Budget Amendment Report for April 30, 2022](#)

[Budget Amendment April 2022.pdf](#)

Business Affairs-Property

[24. C14 - Deletion of Certain Items Report - May, 2022](#)

[Deletion Report May 2022.pdf](#)

Business Affairs-Purchasing

[25. C15 - BID Renewal](#)

Operations

[26. C16 - 2021-2022 S.R.E.F. Casualty, Safety, Sanitation, Relocatable, and Fire Safety Inspection Report](#)

[SREF Inspection.Buildings 2021.2022.pdf](#)

[SREF Inspections.Portables 2021.2022 #1.pdf](#)

[SREF Inspections.Portables 2021.2022 #2.pdf](#)

[SREF Inspections 2021-22 Clay County DOH Inspections 2021.2022.pdf](#)

[SREF Inspection Middleburg High School County DOH.pdf](#)

Operations-Facilities

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

[Table for Board Backup Contractor Prequal, 6.2.22.pdf](#)

[28. C18 - Keystone Heights Elementary School New Cafeteria/Classrooms Guaranteed Maximum Price \(GMP\) Contract Award Bid Package #1 \(Site Work\)](#)

[KHE GMP Bid Package #1.pdf](#)

[29. C19 - Orange Park High School Stadium Repair/Replacement Contract Award](#)

[OPH Stadium Repair.Replacement Bid Tab.pdf](#)

[OPH Stadium Repair.Replacement Contract.pdf](#)

Adoption of Consent Agenda

[30. Adoption of Consent Agenda](#)

Motion

Motion to Adopt Consent Agenda

Vote Results (*Approved*)

Motion: Janice Kerekes

Second: Ashley Gilhousen

Janice Kerekes

- Aye

Ashley Gilhousen

- Aye

Mary Bolla

- Aye

Tina Bullock

- Aye

Beth Clark

- Aye

CCEA Update (Victoria Kidwell)

CESPA Update (None)

Superintendent's Update and Presentations

[31. Superintendent's Update](#)

Minutes:

Superintendent Broskie shared the attached presentation highlighting the following:

- 2022 Graduation
- Summer Learning Programs
- Free Summer Meals Program
- Reflection on 2021-2022 School Year
- Looking Forward to 2022-2023 School Year

Discussion Agenda

School Board Member

[32. D1 - Appoint One Board Member and One Citizen Member to Serve on the 2022 Value Adjustment Board \(Mrs. Bolla\)](#)

Minutes:

Mrs. Bolla will serve as the Board Member on the 2022 Value Adjustment Board, Mrs. Bullock will serve as the Alternate Board Member, and Joseph Wiggins has agreed to serve again as the 2022 Citizen Member.

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

Minutes:

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

Human Resources

[34. D3 - Human Resources Special Action A](#)

Special Action A 6.2.2022 (2).pdf (Confidential)

Minutes:

Mrs. Kerekes advised she believes this is a matter which should have been handled at the school level and does not support the severity of this action. Mrs. Bullock also stated her belief that this should have been handled at the school level and does

not support this action. Superintendent Broskie advised it is his opinion that this situation has been handled in an appropriate manner.

Motion

Motion to Approve Human Resources Special Action A

Vote Results (Approved)

Motion: Ashley Gilhousen

Second: Beth Clark

Janice Kerekes

- Nay

Ashley Gilhousen

- Aye

Mary Bolla

- Aye

Tina Bullock

- Nay

Beth Clark

- Aye

[35. D4 - Human Resources Special Action B](#)

Minutes:

There was no Human Resources Special Action B.

Instruction-Academic Services

[36. D5 - Public Hearing to Approve As Advertised School Board Policy 4.65 for the Use of Drones in the K-12 Academic Setting](#)

[Drone Policy 4.65.pdf](#)

[Legal Adv. PH SB Policy 4.65 Drones.pdf](#)

Minutes:

Chair Bolla opened the public hearing. With no one coming forward to speak, the public hearing was closed.

Motion

Motion to Approve as Advertised School Board Policy 4.65 for the Use of Drones in the K-12 Academic Setting

Vote Results (Approved)

Motion: Janice Kerekes

Second: Ashley Gilhousen

Janice Kerekes

- Aye

Ashley Gilhousen

- Aye

Mary Bolla

- Aye

Tina Bullock

- Aye

Beth Clark

- Aye

[37. D6 - St Johns Classical Academy Charter School Application to Replicate](#)

[Addendum to Application for Replication\(saa comments on Section 18\)\[68\].pdf](#)

[Final Evaluaton St. Johns Classical Academy-Lake Asbury.pdf](#)

[Strikethrough FINAL charter application.pdf](#)

[Unamended Final Charter Application.pdf](#)

Minutes:

Mrs. Bolla expressed gratitude to Karen McMillan, Coordinator of School Choice, for her work in reviewing this application.

Motion

Motion to Approve St Johns Classical Academy Charter School Application to Replicate

Vote Results (*Approved*)

Motion: Janice Kerekes

Second: Ashley Gilhousen

Janice Kerekes - Aye

Ashley Gilhousen - Aye

Mary Bolla - Aye

Tina Bullock - Aye

Beth Clark - Aye

Business Affairs

[38. D7 - Request for Approval Authorizing Reimbursement from any tax exempt debt i.e. the Certificates of Participation \(COP\).](#)

[Reimbursement Resolution # 2022-20.pdf](#)

[Executed Resolution #22-20.pdf](#)

Motion

Motion to Approve Authorization of Reimbursement from any tax exempt debt i.e. the Certificates of Participation (COP)

Vote Results (*Approved*)

Motion: Ashley Gilhousen

Second: Janice Kerekes

Janice Kerekes - Aye

Ashley Gilhousen - Aye

Mary Bolla - Aye

Tina Bullock - Aye

Beth Clark - Aye

DRAFT

School Board Attorney Remarks

[39. School Board Attorney Comments](#)

Minutes:

Bruce Bickner, School Board Attorney, advised he has distributed a copy of the newly passed legislation which includes a copy of the State budget, and he is available to address any questions the board members may have.

The Public Employees Relations Commission (PERC) ballot-counting vote was 27-5 in favor of The School Board of Clay County's unionization with the Fraternal Order of Police. There are fifteen days to contest this vote if anyone desires to challenge, after which the Commission will certify the vote.

School Board Member Remarks

[40. School Board Member Comments](#)

Minutes:

All board members commented on wonderful, recently attended high school graduations, and wished students and staff a safe, healthy, and restful summer break.

Mrs. Bullock expressed appreciation for the students and employees recognized at this meeting, and she noted AMI and FLYCA graduations next week. The Keystone Heights High Weightlifting Team will be honored at Keystone Heights City Hall and their coach, Lance Lowery, has been named the Dairy Farmer Coach of the Year.

Mrs. Clark commented on the theme of resilience expressed at the graduation ceremonies and expressed pleasure with St. Johns Classical replication approval.

Mrs. Kerekes commended John Sgromolo, Coordinator of District Athletics, for the great athletics awards ceremony/celebration and was impressed by the achievements of the scholar-athletes.

Mrs. Gilhousen enjoyed the end-of-year ceremonies and awards and is continually impressed by what students and teachers have accomplished. She enjoyed the Fleming Island High Girls Flag Football team.

Mrs. Bolla noted that she observed and was impressed by Bryce Couey's, a Wes Whiddon Scholarship recipient this evening, participation in a recently televised rotary speech contest.

Adjournment (7:37 p.m.)

Superintendent of Schools

School Board Chair

DRAFT

June 30, 2022 - Regular School Board Meeting

Title

C2 - Payment of Annual Membership Dues for 2022-2023 to Florida Association of District School Superintendents

Description

Membership dues to the Florida Association of District School Superintendents (FADSS allows participation and networking with superintendents statewide. FADSS is the support and training organization for superintendents, as well as an effective and persistent voice on the issues that are important to Florida school districts. The school district reaps benefits by participating in the Association, including state-of-the-art leadership training.

Gap Analysis

Previous Outcomes

Expected Outcomes

Strategic Plan Goal

Recommendation

Budgeted item - for information only

Contact

David S. Broskie, Superintendent of Schools; david.broskie@myoneclay.net

Financial Impact

Budgeted item - \$15,897.00

Review Comments

Attachments

DRAFT



School Board of Clay County

June 30, 2022 - Regular School Board Meeting

Title

C3 - Clay Education Foundation Board of Directors 2022-2023 Appointments

Description

Pursuant to Florida Statute 1001.453 (3) "Direct-support organization; use of property; board of directors; audit", the Clay County Education Foundation, Inc. DBA "Clay Education Foundation" presents its 2022-2023 Board of Directors for appointment by the School Board of Clay County.

2022-2023 Clay Education Foundation Board of Directors

- Lisa Ashworth, Commercial Services Relationship Manager, Community First Credit Union
- Al DeJesus, FL Territory Manager, Rhodes Graduation Services
- Patrick Golemme, Chief of Community Affairs, Clay County Sheriff's Office
- Terry Hicks, General Manager, Office Depot/Office Max
- John David Horne, Associate Attorney, The Davie Law Firm
- Brian Knight, Founder, Pragmatic Works
- Jeff Moore, E-Solutions Director, CSX
- Pete Long-Innes, Chief Operationg Officer, HCA Florida Orange Park
- Nicole Quezada, Regional Services Consultant, Wells Fargo
- Michael Rathjen, Vice President of School Programs, Vy Star Credit Union
- Celeste Sciandra, Program Director, Northeast FL STEM2Hub
- Michael Smith, Realtor, Coldwell Banker Vanguard Realty, Inc.
- Gi Teevan, Owner, ProdiGi/TECK Vending
- Karine Williams, Officer, Navy (Mayport)
- Danielle Wolbert, Realtor, Coldwell Banker Vanguard Realty
- Jennifer Young, Owner, Southern Social Marketing & Consulting LLC

Ex-Officio:

- Mary Bolla, School Board Chair, Clay County School District
- Makayla Buchanan, Executive Director, Clay Education Foundation
- David Broskie, Superintendent, Clay County School District
- Arnold Analogue, Representative, Clay County Education Association
- Meghan Grybb, 2022 Teacher of the Year, Clay County School District

Gap Analysis

Ensuring we are compliant with Florida Statute 1001.453

Previous Outcomes

None

Expected Outcomes

Continuation of the strong working partnership between the Clay Education Foundation Board of Directors and the School Board of Clay County.

Strategic Plan Goal

- 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;"
- 3.1 "Engage stakeholders to strengthen and build a collaborative and constructive environment that encourages high expectations for all.

Recommendation

Accept the Clay Education Foundation Board of Directors as presented.

Contact

Makayla Buchanan, makayla.buchanan@myoneclay.net

Financial Impact

None

Review Comments

Attachments

DRAFT

June 30, 2022 - Regular School Board Meeting

Title

C4 - Payment of Annual Membership Dues for 2022-2023 to Florida School Boards Association

Description

The Florida School Boards Association (FSBA) provides valuable services to local school boards. These services include researching legislative issues important to school systems in Florida and representing their views before the Legislature, the State Board of Education, and other organizations interested in public education. FSBA also provides valuable leadership training for school board members.

Gap Analysis

Previous Outcomes

Expected Outcomes

Strategic Plan Goal

Recommendation

Approve payment of FSBA dues.

Contact

Mary S. Bolla, School Board Chair; mary.bolla@myoneclay.net;

Financial Impact

Budgeted item - \$19,195.00

Review Comments

Attachments

📎 [Florida School Boards Assoc Inv #12451.pdf](#)

FLORIDA SCHOOL BOARDS ASSOCIATION
(850) 414-2578 FAX (850) 414-2585
203 S. MONROE STREET
TALLAHASSEE, FL 32301
www.fsba.org

INVOICE	
INVOICE DATE 3/9/22	INVOICE NO. 12451

CLAY CO SCHOOL BOARD
 814 WALNUT STREET
 GREEN COVE SPRINGS, FL 32043-3199

PURCHASE ORDER NO.

ITEM DESCRIPTION	PRICE
2022-23 Annual FSBA Dues (7/1/2022 - 6/30/2023) Should an individual board member wish to invoke 617.221 (2) F.S., please adjust invoice accordingly.	19,195.00
TOTAL AMOUNT DUE	\$19,195.00

DRAFT

June 30, 2022 - Regular School Board Meeting

Title

C5 - Personnel Consent Agenda

Description

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

Gap Analysis

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

Previous Outcomes

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

Expected Outcomes

Approval of the Personnel Consent Agenda.

Strategic Plan Goal

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

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

Recommendation

To approve the Personnel Consent Agenda.

Contact

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

Financial Impact

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

Review Comments

Attachments

📎 [Personnel Consent Agenda 6.30.2022.pdf](#)

**DIVISION OF HUMAN RESOURCES
PERSONNEL CONSENT AGENDA
June 30, 2022
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DRAFT

I. Administrative Actions

A. APPOINTMENT

<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
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DRAFT

I. Administrative Actions

B. RE-APPOINTMENT

<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
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DRAFT

I. Administrative Actions

C. RE-DESIGNATION

<u>Name/Assignment</u>	<u>Site</u>	<u>Previous Assignments</u>
------------------------	-------------	-----------------------------

DRAFT

I. Administrative Actions

D. TRANSFER

<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
------------------------	-------------	-----------------

DRAFT

I. Administrative Actions

E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

<u>Name/Assignment</u>	<u>Site</u>	<u>Effective/Action</u>
CONNEELY, TANZA JO KHH ASST PRIN 12 MO SH 12 MONTH	Keystone Heights High School	Effective 2022-06-30 RESIGNATION
JONES, STEPHEN L AREA MANAGER, TRANSPORTATION 12 MONTH	Transportation	Effective 2022-06-30 RETIREMENT
MARTIN, DEBRA LYNN FNS MGR FOOD TRUCK CAFETERI	Food & Nutrition Srvc	Effective 2022-05-31 RESIGNATION

DRAFT

I. Administrative Actions

F. SUPPLEMENT

<u>Name/Assignment</u>	<u>Site</u>	
------------------------	-------------	--

DRAFT

I. Administrative Actions

A. APPOINTMENT

<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
------------------------	-------------	-----------------

DRAFT

I. Administrative Actions

B. RE-APPOINTMENT

Name/Assignment	Site	Contract
BYERS, JENNIFER MICHELLE KHE TEACHER, SC, THIRD GR 10 MONTH	Wilkinson Jr High	10 MONTH / Professional Services
RODRIGUES, BRANDY LEA WEC TEACHER, TITLE I, ELEM 10 MONTH	Swimming Pen Creek Elem	10 MONTH / Professional Services

DRAFT

I. Administrative Actions

C. RE-DESIGNATION

<u>Name/Assignment</u>	<u>Site</u>	<u>Previous Assignments</u>
------------------------	-------------	-----------------------------

DRAFT

I. Administrative Actions

D. TRANSFER

<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
------------------------	-------------	-----------------

DRAFT

I. Administrative Actions

E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

<u>Name/Assignment</u>	<u>Site</u>	<u>Effective/Action</u>
------------------------	-------------	-------------------------

DRAFT

I. Administrative Actions

F. SUPPLEMENT

<u>Name/Assignment</u>	<u>Site</u>	
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DRAFT

II. JOB DESCRIPTION ACTIONS

A. Administrative - Approve the following job descriptions:

NEW:

I-1.4.31 Coordinator of Workforce Development

New state initiatives to increase workforce development and to cultivate a more collaborative approach to post secondary education and training has a significant impact on Adult & Education programming. Student recruitment and retention, industry certification, and community/regional partnerships are the focus for post secondary programs with an emphasis on Integrated Education & Training (IET) programs, which combine literacy standards with career and technical training. The Coordinator of Workforce Development would replace and expand the role of the current ACE Transition Specialist to lead the work in:

- The development of new IET and career technical programs
- Expansion of funding opportunities
- Relationships with community and industry partners
- Helping to ensure that Clay County Adult & Community Education continues to offer high quality postsecondary programming aligned with current and future workforce demand.

Job Locator: I-1.4.31

Position: Coordinator of Workforce Development

Position Grade: Coordinator III

Evaluated by: Supervisor of Adult & Community Education

Job Description:

The Coordinator of Workforce Development is responsible to the Supervisor of Adult Education for the development, implementation and oversight of continuing education and workforce development programs. This position is responsible for establishing relationships with business owners, community-based partners, college advisors and military recruiters to ensure students post-GED are placed in jobs, post-secondary institutions or the military. This position will serve as the primary for all marketing, publications and recruiting for Clay County Adult Education.

Responsibilities and duties of this position include:

1. Responsible for the creation and implementation of workshops for students, parents and teachers to determine career pathways for students post-GED, by assisting with interviews, assessments, applications and records.
2. Facilitate and maintain contracts/affiliation agreements with participating partners.
3. Provide leadership in job development options through employer networking, contacts, interviews and presentations considering high demand areas published through the Regional Demand Occupations List.
4. Cultivate and maintain partnerships with other regional Adult Education organizations and the Florida Department of Education to monitor compliance and overall effectiveness of CCDS ACE program.
5. Coordinate training and job placement for individual students seeking to enter the workforce.
6. Serve as liaison between ACE and CareerSource to ensure seamless transition for students in need of referrals for job attainment, internship placement and/or cost assistance, based on student interests and Regional Demand Occupations List.
7. Provide leadership in working relationships with instructors, administrators, employers, parents, community based and non-profit organizations for continuation of services for students.
8. Coordinate the Career Pathways Committee by recruiting appropriate members to represent local businesses, appropriate staff and other key stakeholders by way of planning and facilitating quarterly Career Pathway Meetings.
9. Organize outreach activities for community agencies that provide services and resources to assist adult education student transition to post-secondary education or other educational organizations.
10. Design goals and objectives to expand Post-Secondary Industry Certification program options.

11. Assist Supervisor with funding opportunities to include State and Federal Grants.
12. Create and manage orientation programs for students to include surveys, assessments and assistance programs necessary to support instructional goals and career choice options.
13. Assist in providing leadership to staff to determine objectives and program needs for both immediate and long range planning.
14. Performs other related duties as needed.

Required Qualifications:

1. Bachelor's Degree from an accredited institution.
2. Verification of at least six (5) years of full-time work in a related field Post Secondary or Adult Education, Workforce, and/or Economic Development

Desired Qualifications:

1. Bachelor's Degree in Communications/Public Relations/Workforce or Economic Development from an accredited institution.
2. Work experience in the development and delivery of adult education programs and services.

Pending School Board Approval: 06/30/2022

II. JOB DESCRIPTION ACTIONS

B. Certificated - Approve the following job descriptions:

REVISED:

G(I) - 2.1.01 - Teacher GED/ABE Adult Education

The change in this job description will more accurately reflect the required job qualifications for Adult Basic Education teachers to ensure compliance with state guidelines and to broaden the pool of qualified applicants.

DRAFT

Job Locator: G(I)-2.1.01

Title: Teacher GED/ABE Adult Education

Position Grade: Teacher Salary Schedule

Evaluated by: Supervisor of Adult and Community Education

Job Description:

The teacher of Adult Education is responsible to the Supervisor of Adult/Community Education.

Responsibilities and duties of this position include:

1. Ensure all students are registered for class.
2. Inform students of policies and schedules.
3. Prepare, and present to the Supervisor of Adult and Community Education, a course outline covering the subject area taught. Agree to follow the outline within the degree possible, taking individual class needs into consideration.
4. Keep attendance records for each student and maintain student progress reports.
5. Complete and submit an attendance and all other necessary reports to the Supervisor of Adult/Community Education.
6. Summarize attainment for each period (term, quarter, year) as required by the Supervisor.
7. Be responsible for using varied techniques and materials suited to the needs of each student.
8. Utilize the following outline in class organization:
 - a. Establish favorable climate.
 - b. Diagnose individual class member needs.
 - c. Establish teacher/student planning procedure.
 - d. Design learning program according to specific student needs.
 - e. Develop learning experience sequence.
 - f. Evaluate learning experiences.
9. Attend all orientation and in-service programs as prescribed by the Supervisor of Adult/Community Education.
10. Leave used facilities in proper order.
11. Become familiar with the total scope of available Adult General Education.
12. Report all vandalism, burglaries, missing or broken equipment.

13. Become thoroughly acquainted with and abide by guidelines set forth in the teacher handbook.

Required Qualifications:

1. Currently possess, or has eligibility to receive a valid Florida Educator's Certificate.
2. Currently possess a Bachelor degree or higher.
3. Willingness to continually train in these areas.
4. ~~GED Instruction for at least one academic year.~~

Desired Qualifications:

1. Currently possess, or has eligibility to receive a valid Florida Educator's Certificate.
2. Ability to make decisions consistent with County policy in absence of administrator.
3. Basic understanding of the TABE assessment and evaluation.
4. Certification to teach in a secondary core subject.
5. Demonstrates academic strengths in the area of Language Arts and Math.
6. Experience in ABE/GED Instruction.

Approved: 06/17/1989

Revised: 08/17/2006

Revised: 02/18/2010

Revised: 10/18/2010

Revised: 06/30/2022

II. JOB DESCRIPTION ACTIONS

C. Support - Approve the following job descriptions:

NEW:

C-3.2.19 - ACE Testing and Program Specialist

This position will replace the Testing and Administrative Assistant position at Adult & Community Education to more accurately correspond with responsibilities and duties of Post Secondary testing. This includes facilitation of General Education Development (GED) Testing, TABE/CASAS testing for GED preparation, and all activities relating to Pearson Vue Testing Services which provides testing to the public. This position is also responsible for all testing administered at the Clay County Jail. The Testing and Program Specialist is responsible for communicating results with Instructional Staff for all ACE program locations, maintaining testing materials, technology, and testing compliance for all Adult Education programming.

REVISED:

C-3.7.07 - Exceptional Student Education (ESE) Assistant

There is a need to revise this job description in order to assist non-Title I schools in hiring ESE Assistants in critical shortage areas. These revisions will allow administrators to hire ESE Assistants before the applicant receives a passing score on the ParaPro assessment. This will allow the District time to provide test preparation and tutoring to aid the employee's ability to successfully complete this requirement. The assistant will be required to successfully pass the ParaPro assessment during the school year or their employment contract will be concluded.

In addition, the Required Qualifications section of this job description is being reordered to provide better understanding of the requirements for the applicant. The revised Required Qualifications will begin with Number 10.

Job Locator: C-3.2.19

Title: ACE Testing and Program Specialist - 12 Month

Position Grade: Support Salary Schedule

Evaluated by: Supervisor of Adult Education

Job Description:

The ACE Program Testing Specialist is responsible for facilitating and monitoring all Adult Education program testing, including GED Exams, ESOL placement exams, GED Prep Exams, Post-Secondary Adult Vocational Certificates, and all testing for the Clay County Jail. Directly responsible to the Supervisor of Adult Education & Community Education.

Responsibilities and Duties of this Position Include:

1. Facilitate General Educational Development (GED) Testing program and ensure the integrity of the GED tests and their administration.
2. Assist in maintaining contractual obligation with Pearson Vue and GED Testing Services, report and document any matters regarding conflicts with policies of the GED Examiner's roles and responsibilities that relate to the activities of Certified Pearson Vue Testing Centers.
3. Provides ongoing communication with the Florida Department of Education, regarding any aspects of Adult Education testing requirements for ESOL, GED, High School Completion and Post Secondary Adult Vocational Certificates.
4. Maintains a record of inventory of all materials and required Certified Pearson Vue equipment for the testing lab.
5. Schedules and proctors respective pre and post assessments for all students entering and exiting the Adult Education program.
6. Provide service to all Adult Education course offering locations within Clay County to ensure software and other educational materials for assessment are available, including the Clay County Jail.
7. Provide test results to administrators, teachers, parents/students.
8. Assist with organization of GED/ESOL/Industry Certification orientation.
9. Assist in the creation and implementation of Adult Education Programming to ensure assessment compliance for programs.
10. Provide other such tasks and other related duties as assigned by the program administrator.

Required Qualifications:

1. Must be a high school graduate or have passed the GED equivalency.
2. Associates Degree from an accredited college or university

3. Experience in Microsoft Word and Excel

PHYSICAL EFFORT	REGULARLY	FREQUENTLY	OCCASIONALLY	NEVER
<u>Lifting/carrying objects under 20 pounds</u>			X	
<u>Lifting/carrying object between 21-50 pounds</u>			X	
<u>Standing for sustained period of time</u>			X	
<u>Stooping/bending</u>			X	
<u>Walking for sustained periods of time</u>			X	
<u>Climb steps, stools or ladders</u>			X	
<u>Kneeling/crouching</u>			X	
<u>Twisting</u>			X	
<u>Pushing/pulling carts or other such objects</u>			X	
<u>Reach above shoulders</u>			X	
<u>Repetitive motions of the wrists, hands and fingers</u>		X		
<u>Operation of power tools, mechanical equipment</u>				X

WORKING CONDITIONS	REGULARLY	FREQUENTLY	OCCASIONALLY	NEVER
<u>Working in normal office environment with few physical discomforts.</u>		X		
<u>Working in an area that is somewhat uncomfortable due to drafts, noise, temperature variations and other conditions.</u>			X	
<u>Working with equipment or performing procedures where carelessness could result in injury</u>			X	
<u>Work Conditions that may have a variety of physical conditions, such as proximity to moving mechanical parts, electrical current, working on scaffolding and high places, and exposure to heat or chemicals.</u>				X

Desirable Qualifications:

1. Experience in administering TABE/GED/Industry Certification Testing/ESOL assessments.

Pending School Board Approval: 06/30/2022

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Job Locator: C-3.7.07

Title: Exceptional Student Education (ESE) Assistant

Position Grade: Support Salary Schedule

Evaluated by: School Administrator

Job Description:

Assists in the classroom education and daily living instruction of exceptional students. Assists instructional staff by participating in small group lessons or on a one-to-one basis, using technology-based instructional techniques as appropriate. Provides observation to assist in the identification or attainment of performance objectives or special problems. Prepares materials and supplies for daily lessons, unit work and art projects.

Responsibilities and duties of this position include:

1. Assists in academic, physical and/or safety instruction by working with students individually or in a group setting as directed by the teacher.
2. Observes students as they complete work assignments in order to identify areas in need of development.
3. Accompanies students to the lavatory, cafeteria, clinic and around campus to assist them as needed in proper skills and etiquette needed for a particular situation.
4. Interprets communication to and from students with speech and/or hearing impairments as needed.
5. Monitors student arrival, departure and/or transport to and from school including preparing them to go home, and assisting them onto and off of the proper bus to ensure their safety.
6. Monitors students during recess and resource classes (physical education, music, art, media, technology, etc.) in order to ensure student safety.
7. Records, types and files pertinent information concerning students for the teachers', administrators' and parents' review.
8. Prepares materials and supplies for daily lessons, unit work and art projects, including developing games or instructional material, creating samples and copying material.
9. Cleans and organizes the classroom in order to prepare for the next activity and/or day's events and to ensure a safe environment.
10. Organizes processes and distributes student work and notices to be sent home.
11. Assist with school based and state assessments.
12. Assists in meeting students' hygiene needs, such as diapering, hand washing and other applicable daily living skills.
13. May transport students in district-owned vehicles to participate in community-based instructional programs.
14. Performs other duties of a similar nature or level.

Required Qualifications:

- ~~1. High School diploma or equivalent.~~
- ~~2. Desire to work with children.~~
- ~~3. If transportation of students is a routine part of the assigned duties: must have a valid Florida driver's license and a safe driving record prior to employment; must maintain the same while employed. The definition of "safe driving record" shall be as established in the District's Safe Driver Plan.~~
- ~~4. Upon receipt of an ESOL student, must successfully complete a one-time eighteen (18) hour requirement for ESOL training that must be finished within one year of the receipt of the ESOL student (Consent Decree, U.S. District Court, Miami Division, Case No. 90-193 IV.A.6.)~~
- ~~5. Jobholders assigned to "School wide Projects," as defined by Federal Title I legislation, must possess~~

an Associate's Degree from a regionally accredited institution; or, must have completed two years of coursework (60 credit hours minimum) in a regionally accredited institution; or, must pass a written exam in math, reading and writing administered by the school district.

- ~~6. Successful completion of Safe Crisis Management (SCM) training within the first 6 months of employment for Assistants assigned to Behavioral Health Assistant classes. When enrollment of special students dictates, all ESE Assistants must have successfully completed SCM or its equivalent within 6 months of assignment to that individual student. All ESE Assistants assigned to Bannerman Learning Center must have successfully completed SCM.~~
- ~~7. Must be able to lift 35 pounds in General Health Assistant classes.~~
- ~~8. Successful completion of training requirements in CPR, First Aid and Medication Administration as required by Federal Medicaid regulations to be provided by the School Board during contracted working hours at the employee's regular rate of pay within 6 months of employment for Behavioral Health Assistants or General Health Assistants assigned to a unit with a Medicaid student. Effective March 1, 2009, all Behavioral Health Assistant or General Health Assistant job holders must have successfully completed the training.~~
- ~~9. Effective the beginning of the 2011-2012 school year, existing jobholders and new hires in all Differentiated Accountability Program schools must possess an Associate's Degree from a regionally accredited institution, or must have completed two years of coursework (60 credit hours minimum) in a regionally accredited institution, or must pass a written exam in math, reading and writing administered by the school district. (FL DOE Differentiated Accountability Program codified by FL Legislature and signed by the Governor on June 10, 2009.)~~
10. High School diploma or equivalent
11. Effective beginning the 2022-2023 school year, ESE Assistants at all Non-Title 1 schools must possess an Associate's degree from an accredited institution, or must have completed two years of coursework (60 credit hours minimum) from an accredited institution, or must pass the ParaPro assessment that includes reading, writing and math prior to the end of the current school year.
12. ESE Assistants at all Title I schools must possess an Associate's degree from an accredited institution, or must have completed two years of coursework (60 credit hours minimum) from an accredited institution, or must pass the ParaPro assessment that includes reading, writing and math.
13. ESE Assistants hired as a Behavioral Health Assistant must successfully complete Safe Crisis Management (SCM) training within the first 6 months of employment. All ESE Assistants assigned to Bannerman Learning Center must successfully complete SCM.
14. ESE Assistants hired as a Behavioral Health Assistant or General Health Assistant must successfully complete the training requirements for CPR, First Aid and Medication Administration as required by Federal Medicaid regulations. Training will be provided by the School Board during contracted working hours at the employee's regular rate of pay and must be completed within six (6) months of employment.
15. General Health Assistants must be able to lift 35 pounds.
16. Upon receipt of an ESOL student must successfully complete a one-time eighteen (18) hour requirement for ESOL training that must be finished within one (1) year of the receipt of the ESOL student. (Consent Decree, U.S. District Court, Miami Division, Case No. 90-193 IV.A.6)
17. If transportation of students is a routine part of the assigned duties: must have a valid Florida driver's license and a safe driving record prior to employment; must maintain the same while employed. The definition of "safe driving record" shall be as established in the District's Safe Driver Plan.

PHYSICAL EFFORT	REGULARLY	FREQUENTLY	OCCASIONALLY	NEVER
Lifting/carrying objects under 20 pounds		x		
Lifting/carrying object between 21-50 pounds			x	
Standing for sustained period of time		x		
Stooping/bending		x		
Walking for sustained periods of time		x		
Climb steps, stools or ladders			x	
Kneeling/crouching		x		
Twisting		x		
Pushing/pulling carts or other such objects		x		
Reach above shoulders		x		
Repetitive motions of the wrists, hands and fingers		x		
Operation of power tools, mechanical equipment				x

WORKING CONDITIONS	REGULARLY	FREQUENTLY	OCCASIONALLY	NEVER
Working in a normal office environment with few physical discomforts.		x		
Working in an area that is somewhat uncomfortable due to drafts, noise, temperature variations and other conditions.	x			
Working with equipment or performing procedures where carelessness could result in injury			x	
Work Conditions that may have a variety of physical conditions, such as proximity to moving mechanical parts, electrical current, working on scaffolding and high places, and exposure to heat or chemicals.			x	

Board Approved: 05/20/1993

Revised: 02/20/1997

Revised: 10/21/1999

Revised: 02/15/2001

Revised: 09/20/2001

Revised: 03/21/2002

Revised: 04/11/2002

Revised: 12/19/2002

Revised: 02/19/2004

Revised: 03/18/2004

Revised: 06/17/2004

Revised: 04/20/2006

Revised: 05/17/2007

Revised: 10/18/2007
Revised: 02/21/2008
Revised: 02/19/2009
Revised: 11/17/2009
Revised: 05/20/2010
Revised: 05/06/2021
Revised: 06/30/2022

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III. Instructional Actions

A. APPOINTMENT

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

B. RE-APPOINTMENT

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

C. RE-DESIGNATION

<u>Name/Assignment</u>	<u>Site</u>	<u>Previous Assignment</u>
OWEN, MARYAM SAMIRA K12 CURR SPEC 12 MO 12 MONTH	K-12 Academic Services	EFFECTIVE 06/13/2022 / REDESIGNATE FROM K12 TEACHER, CURRICULUM COACH / 10 MONTH

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III. Instructional Actions

D. TRANSFER

<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
	ADAMS, TAMMY LEE DOE TEACHER, SC, FOURTH GR 10 MONTH	Discovery Oaks Elementary	Effective 2022-05-31 CONCLUDE EMPLOYMENT
	ALIX, LEAH RENEE RVE TEACHER, ART, ELEM 10 MONTH	Ridgeview Elementary	Effective 2022-05-31 RESIGNATION
	ALLARD-SOUTER, CASSANDRA OLJ TEACHER, LANGUAGE ARTS, JH 10 MONTH	Oakleaf Junior High School	Effective 2022-05-31 CONCLUDE EMPLOYMENT
	ALLISON, ARTHUR GRAHAM DEAN-JH 10 MONTH	Orange Park Jr High	Effective 2022-05-31 RESIGNATION
	BADER, JENNIFER CHRISTINE FIE TEACHER,PRE-K/ESE VE 10 MONTH	Fleming Island Elementary	Effective 2022-05-16 RESIGNATION
	BALCOM, CASEY ELIZABETH KHE TEACHER, SC, FIFTH GR 10 MONTH	Keystone Heights Elementary	Effective 2022-05-31 RESIGNATION
	BASSLER, LARAMIE RICHELLE ROE TEACHER, SC, KINDERGARTEN 10 MONTH	Rideout Elementary	Effective 2022-05-31 CONCLUDE EMPLOYMENT
	BIGILIN, GRANT JAMES FIH TEACHER, STRATEGIC INT 10 MONTH	Fleming Island High School	Effective 2022-05-31 RETIREMENT
	BLAIR, MARANDIA INSTRUCTIONAL - CWL 10 MO LNG TRM	COUNTY-WIDE LEAVE	Effective 2022-05-31 CONCLUDE EMPLOYMENT
	BLEEKER, SHAWN CURTIS CHS TEACHER, MATHEMATICS, SR 10 MONTH	Clay High	Effective 2022-05-31 RESIGNATION
	BROWN, ASHLEY NICOLE GPE TEACHER, PHYSICAL ED EL 10 MONTH	Grove Park Elementary	Effective 2022-05-31 CONCLUDE EMPLOYMENT
	BROWN, CANDICE LACHELLE POE TEACHER, PRE-KDG/ASD ESE 10 MONTH	Plantation Oaks Elementary	Effective 2022-05-31 CONCLUDE EMPLOYMENT
	BRYANT, ONI YEASIER GPE TEACHER, MUSIC, ELEM 10 MONTH	Grove Park Elementary	Effective 2022-05-31 CONCLUDE EMPLOYMENT
0.9	BUSSEY, AMANDA MICHELLE FIE BEHAVIORAL HEALTH ASST 9 MON SU	Green Cove Springs Junior High	Effective 2022-05-27 RESIGNATION
	BYRD, JUSTIN OMAR RHS TEACHER, VE SELF- CONTAINED 10 MONTH	Ridgeview High School	Effective 2022-05-31 CONCLUDE EMPLOYMENT
	CAFIERO, FRANCO CHS TEACHER, MATHEMATICS, SR 10 MONTH	Clay High	Effective 2022-05-31 CONCLUDE EMPLOYMENT
	CAMBRON, CHRISTOPHER R	Wilkinson Elementary	Effective 2022-05-31

III. Instructional Actions

E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

<u>Name/Assignment</u>	<u>Site</u>	<u>Effective/Action</u>
WES TEACHER, SC, FIFTH GR 10 MONTH		RESIGNATION
CARVER, KRISTI RAE CGE TEACHER, SC, FOURTH GR 10 MONTH	Coppergate Elementary	Effective 2022-05-31 RESIGNATION
CINCA, ANTHONY JULIAN RHS TEACHER, LANGUAGE ARTS, SH 10 MONTH	Ridgeview High School	Effective 2022-05-31 CONCLUDE EMPLOYMENT
COOP, MELISSA A CGE TEACHER, VE/INCLUSION 10 MONTH	Coppergate Elementary	Effective 2022-05-31 RESIGNATION
CULLIVER, JARROD PATRICK TES TEACHER, SCIENCE RESOURCE 10 MONTH	Tynes Elementary	Effective 2022-05-31 CONCLUDE EMPLOYMENT
DEES, LAURA ELIZABETH ROE TEACHER, MUSIC, ELEM 10 MONTH	Rideout Elementary	Effective 2022-05-31 CONCLUDE EMPLOYMENT
DEMORE, DALLAS D AES TEACHER, SC, FIFTH GR 10 MONTH	Argyle Elementary	Effective 2022-05-31 RESIGNATION
DOHRMANN, ROBYN LEIGH FYA TEACHER, DROPOUT PREV SH 10 MONTH	FL Youth Challenge Academy	Effective 2022-06-07 CONCLUDE EMPLOYMENT
DOWNES, CHRISTOPHER OLIVER KHH TEACHER, SCIENCE, SH 10 MONTH	Keystone Heights High School	Effective 2022-05-31 RESIGNATION
DRIGGERS, ARIELLE MARIE KHE TEACHER, SC, SIXTH GR 10 MONTH	Keystone Heights Elementary	Effective 2022-05-31 RESIGNATION
DYKES, KIM ALANE CTE COLLEGE/CAREER CH 11 MONTH	Career And Technical Education	Effective 2022-06-14 RETIREMENT
ESTEVES, AMANDA M OPH TEACHER, MATHEMATICS, SR 10 MONTH	Orange Park High	Effective 2022-05-31 RESIGNATION
FERGUSON, NICHOLAS BLAIR FIH TEACHER, MATHEMATICS, SR 10 MONTH	Fleming Island High School	Effective 2022-05-31 CONCLUDE EMPLOYMENT
FOSTER, NATHANIEL EDWARD CVA TEACHER, SOC STUD, SH 10 MONTH	Clay Virtual Academy	Effective 2022-05-31 CONCLUDE EMPLOYMENT
FRANCISCO, MARCUS D RHS TEACHER, INDUSTRIAL ED 10 MONTH	Ridgeview High School	Effective 2022-05-31 RESIGNATION
GARDNER, BRADLEY ALAN ROE TEACHER, GIFTED 10 MONTH	Rideout Elementary	Effective 2022-05-31 RESIGNATION
GARIS, FRANCIS JOSEPH OHS TCH, VE SELF-CONT 11MO 11 MONTH	Oakleaf High School	Effective 2022-06-14 RESIGNATION

III. Instructional Actions

E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

<u>Name/Assignment</u>	<u>Site</u>	<u>Effective/Action</u>
GARTNER, REBECCA SUSAN ESE TEACHER OCCUPATION THERAPI 10 MONTH	Coppergate Elementary	Effective 2022-05-31 RESIGNATION
GARY, ALYSON LAUREL KHH TEACHER, LANGUAGE ARTS, SH 10 MONTH	Keystone Heights High School	Effective 2022-05-31 CONCLUDE EMPLOYMENT
GOERSCH, HANNAH G BLC TEACHER, LANGUAGE ARTS, SH 10 MONTH	Bannerman Learning Center	Effective 2022-05-31 RESIGNATION
GREER, NICHOLAS A KHE TEACHER, SC, FIFTH GR 10 MONTH	Keystone Heights Elementary	Effective 2022-05-31 CONCLUDE EMPLOYMENT
HAWKINS, LINDA MAY LAJ TEACHER ESE APP TECH 10 MONTH	Lake Asbury Junior High School	Effective 2022-05-31 RESIGNATION
HELOCK, DINA ANN PES TEACHER, SC, FIRST GR 10 MONTH	Robert M. Paterson Elementary	Effective 2022-05-31 RESIGNATION
HINKLE, WENDY MORGAN FIH TEACHER, BUSINESS ED 10 MONTH	Fleming Island High School	Effective 2022-05-31 RESIGNATION
HORN, NOLAN S KHH TEACHER, INDUSTRIAL ED 10 MONTH	Keystone Heights High School	Effective 2022-05-31 CONCLUDE EMPLOYMENT
JASONEK JR, EDWARD JOHN INSTRUCTIONAL - CWL 10 MO LNG TRM	COUNTY-WIDE LEAVE	Effective 2022-05-31 RESIGNATION
JONES, KRISTAL MARIE CGE TEACHER, SC, SIXTH GR 10 MONTH	Coppergate Elementary	Effective 2022-05-31 RESIGNATION
JONES, TIMARA DESTINY ESE TEACHER, SPEECH CLINICIAN 10 MONTH	Argyle Elementary	Effective 2022-05-31 RESIGNATION
KARNAS, KRISTIN NICOLE OPJ TEACHER, LANGUAGE ARTS, JH 10 MONTH	Orange Park Jr High	Effective 2022-05-31 RESIGNATION
KIEDROWSKI, LENA MICHELLE KHE VE SELF-CONTAINED-EBD 10 MONTH	Keystone Heights Elementary	Effective 2022-05-31 CONCLUDE EMPLOYMENT
KRANTZ, AMANDA LYNN LAJ TEACHER, SOC STUD, JH 10 MONTH	Lake Asbury Junior High School	Effective 2022-05-31 RESIGNATION
LALLY, PATRICIA ANNE LAE TEACHER, SC, SIXTH GR 10 MONTH	Lake Asbury Elementary	Effective 2022-05-31 CONCLUDE EMPLOYMENT
LANDRY, VERNALISE REBECCA OLJ TEACHER, SCIENCE, JH 10 MONTH	Oakleaf Junior High School	Effective 2022-05-31 CONCLUDE EMPLOYMENT
LAZIC, DEBRA M SLE TEACHER, SC, FOURTH GR 10 MONTH	Shadowlawn Elementary	Effective 2022-05-31 RESIGNATION

III. Instructional Actions

E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

<u>Name/Assignment</u>	<u>Site</u>	<u>Effective/Action</u>
LEE, JESSICA CHRISTINA POE TEACHER, SC, FOURTH GR 10 MONTH	Plantation Oaks Elementary	Effective 2022-05-31 RESIGNATION
LENDVAY, JEFFREY D TBE TEACHER, SC, FOURTH GR 10 MONTH	Thunderbolt Elementary	Effective 2022-05-31 CONCLUDE EMPLOYMENT
LICH, RODNEY WAYNE CHS TEACHER, SOC STUD, SH 10 MONTH	Clay High	Effective 2022-05-31 RETIREMENT
MAGNASCO, LAURA JO SLE TEACHER, SC, KINDERGARTEN 10 MONTH	Shadowlawn Elementary	Effective 2022-05-31 CONCLUDE EMPLOYMENT
MARCUS, JERRY ROBERT CEB TEACHER, SC, SIXTH GR 10 MONTH	Charles E. Bennett Elementary	Effective 2022-05-31 CONCLUDE EMPLOYMENT
MARTIN, COURTNEY M OPJ TEACHER, LANGUAGE ARTS, JH 10 MONTH	Orange Park Jr High	Effective 2022-05-31 RESIGNATION
MCGUFFEY, PAMELA GAIL INSTRUCTIONAL - CWL 10 MO LNG TRM	COUNTY-WIDE LEAVE	Effective 2022-05-31 RESIGNATION
MCLEOD, CLAYTON BRYAN OLJ TEACHER, SCIENCE, JH 10 MONTH	Oakleaf Junior High School	Effective 2022-05-31 RESIGNATION
MCNABB, MARY MADALINE LAE TEACHER, SC, KINDERGARTEN 10 MONTH	Lake Asbury Elementary	Effective 2022-05-31 RESIGNATION
MILLER, EMILY MICHELE CGE TEACHER, VE/INCLUSION 10 MONTH	Coppergate Elementary	Effective 2022-05-31 RESIGNATION
MOORE, MARTINA SHAWNTAE OHS TEACHER, SOC STUD, SH 10 MONTH	Oakleaf High School	Effective 2022-05-31 CONCLUDE EMPLOYMENT
O BRIEN, NICHOLAS JAMES MHS TEACHER, MUSIC, SH 10 MONTH	Middleburg High	Effective 2022-05-31 CONCLUDE EMPLOYMENT
PEDALINE, LEIGH COURTNEY MRE TEACHER, INSTRUCT TECH EL 10 MONTH	Mcrae Elementary	Effective 2022-05-31 CONCLUDE EMPLOYMENT
PEPPER, JAMIE LYNN CVA TEACHER, LANGUAGE ARTS, SH 10 MONTH	Clay Virtual Academy	Effective 2022-05-31 CONCLUDE EMPLOYMENT
QUALLS, TRISHA ELAINE KHH TEACHER, ART, SH 10 MONTH	Keystone Heights High School	Effective 2022-05-31 RESIGNATION
REDFORD, APRIL LYNN INSTRUCTIONAL - CWL 10 MO LNG TRM	COUNTY-WIDE LEAVE	Effective 2022-05-31 CONCLUDE EMPLOYMENT
RICHARDSON, MARTHA MARY ESE TEACHER OCCUPATION THERAPI	Orange Park Elementary	Effective 2022-05-31 RETIREMENT

III. Instructional Actions

E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

<u>Name/Assignment</u>	<u>Site</u>	<u>Effective/Action</u>
10 MONTH		
SAGE, ALLISON P OPH TEACHER, SCIENCE, SH 10 MONTH	Orange Park High	Effective 2022-05-31 RESIGNATION
SANTIAGO, LUIS CARLOS CVA TEACHER, SOC STUD, SH 10 MONTH	Clay Virtual Academy	Effective 2022-05-31 CONCLUDE EMPLOYMENT
SHEPHERD, KATHRYN MAY ROE TEACHER, VE/INCLUSION 10 MONTH	Rideout Elementary	Effective 2022-05-31 RESIGNATION
SIMONEAUX, BART A OPJ TEACHER, SUPP FACIL 10 MONTH	Orange Park Jr High	Effective 2022-05-31 RESIGNATION
SLOAN, KATHRYN SHANNON POE VE SELF-CONTAINED-LI 10 MONTH	Plantation Oaks Elementary	Effective 2022-05-31 CONCLUDE EMPLOYMENT
STALNAKER, SHANNON MARIE POE TEACHER, SC, SIXTH GR 10 MONTH	Plantation Oaks Elementary	Effective 2022-05-31 CONCLUDE EMPLOYMENT
STELMASZCZYK, LAUREN A POE TEACHER, MUSIC, ELEM 10 MONTH	Plantation Oaks Elementary	Effective 2022-05-31 CONCLUDE EMPLOYMENT
STROMAN, GLEN A BLC TEACHER, MATHEMATICS, SR 10 MONTH	Bannerman Learning Center	Effective 2022-05-31 CONCLUDE EMPLOYMENT
TATE, BRITTANY MARIE RHS TEACHER, VE SELF- CONTAINED 10 MONTH	Ridgeview High School	Effective 2022-05-31 CONCLUDE EMPLOYMENT
THEUS, DAVID ANDREW FIH TEACHER, BUSINESS ED 10 MONTH	Fleming Island High School	Effective 2022-05-31 CONCLUDE EMPLOYMENT
THOMAS, JILL MARGARET INSTRUCTIONAL - CWL 10 MO LNG TRM	COUNTY-WIDE LEAVE	Effective 2022-05-30 RETIREMENT
TIPTON, LINDA HARRIS CGE TEACHER, SC, FOURTH GR 10 MONTH	Coppergate Elementary	Effective 2022-05-31 RETIREMENT
TIPTON, TRAVIS ANTHONY MHS TEACHER, SOC STUD, SH 10 MONTH	Middleburg High	Effective 2022-05-31 RESIGNATION
WAGER, JASON E INSTRUCTIONAL - CWL 10 MO LNG TRM	COUNTY-WIDE LEAVE	Effective 2022-05-31 CONCLUDE EMPLOYMENT
WEISS, AUBREY LEIGH CGE TEACHER, VE SELF- CONTAINED 10 MONTH	Coppergate Elementary	Effective 2022-05-31 CONCLUDE EMPLOYMENT
WRIGHT, DARIAN DEMETRUS OPJ COUNSELOR, JH 10 MONTH 10 MONTH	Orange Park Jr High	Effective 2022-05-31 RESIGNATION
ZUROWSKI, SARAH CHRISTIAN PES TEACHER, SC, SECOND	Robert M. Paterson Elementary	Effective 2022-05-31 RESIGNATION

III. Instructional Actions

E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

	Name/Assignment	Site	Effective/Action
	GR 10 MONTH		

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III. Instructional Actions

F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	ADAMS, ALEXANDER T OHS FOOTBALL ASST HS 25% SUPPLEME	Oakleaf High School	Resignation
	AVERY, AARON BRANDON OHS FOOTBALL ASST HS 25% SUPPLEME	Oakleaf High School	Resignation
0.5	BEST, SHIANN CHAFF SLE ESE INTERVENTION FAC. SUPPLEME	Shadowlawn Elementary	Appointment
	BRETZ, AMANDA MARIE SLE DEPT HD (3-5) SUPPLEME	Shadowlawn Elementary	Appointment
	CIGNO, SCOTT S RHS BASEBALL JV HD SH SUPPLEME	Ridgeview High School	Appointment
	CONROY, SEAN PATRICK OHS FOOTBALL ASST HS 25% SUPPLEME	Oakleaf High School	Resignation
0.5	COURTNEY, ERICA JANE SLE ESE INTERVENTION FAC. SUPPLEME	Shadowlawn Elementary	Appointment
	HARTZOG, TRAVIS GCJ FOOTBALL ASST JH 25% SUPPLEME	Green Cove Springs Junior High	Appointment
	HERSEY, ANGELA NOELLE MRE SAFETY PATROL SUPPLEME	Mcrae Elementary	Appointment
	HOWARD, BO BRIAN OHS FOOTBALL HD JV 25% SUPPLEME	Oakleaf High School	Resignation
0.5	IVEY, JOHN S GCJ FOOTBALL ASST JH 25% SUPPLEME	Green Cove Springs Junior High	Resignation
	KITTLE, AUSTIN GRANT RHS BASEBALL JV HD SH SUPPLEME	Ridgeview High School	Resignation
	LONG, STEPHEN R LAJ FOOTBALL ASST JH 25% SUPPLEME	Lake Asbury Junior High School	Appointment
0.5	MAULONI, JASON ANTHONY RHS BASEBALL ASST SH SUPPLEME	Oakleaf High School	Appointment
	MICHAELS, MARK OHS FOOTBALL ASST HS 25% SUPPLEME	Oakleaf High School	Appointment
	MILLER, MARCUS R OHS FOOTBALL ASST HS 25% SUPPLEME	Oakleaf High School	Appointment
0.5	SHIPLEY, BENJAMIN RICHARD OHS FOOTBALL ASST HS 25% SUPPLEME	Oakleaf High School	Resignation
	SMENDA, AUSTIN C FIH FOOTBALL ASST HS 25% SUPPLEME	Fleming Island High School	Appointment
	STUDER, LAUREN DEGRYSE SLE DISCRETIONARY	Shadowlawn Elementary	Appointment

III. Instructional Actions

F. SUPPLEMENT

<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
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SUPPLEME

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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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III. Instructional Actions

A. APPOINTMENT

Name/Assignment	Site	Contract
BROWER, TASHA NICHOLE OPH TEACHER, SCIENCE, SH 10 MONTH	Orange Park High	Effective 2022-08-02 10 MONTH / Instructional Probationary Annual
DAVIS, GINA MARIE CHE TEACHER, SC, SIXTH GR 10 MONTH	Clay Hill Elementary	Effective 2022-08-02 10 MONTH / Instructional Probationary Annual
ZACZEK, ALLISON R SBJ TEACHER, SC, FIRST GR 10 MONTH	Swimming Pen Creek Elem	Effective 2022-08-02 10 MONTH / Instructional Probationary Annual

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III. Instructional Actions

B. RE-APPOINTMENT

<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
BEANE, MELINDA LEIGH OVE VE SELF-CONTAINED-LI 10 MONTH	Plantation Oaks Elementary	10 MONTH / Annual
BISHOP, BRITTANY MARIE CGE TEACHER, SC, FIFTH GR 10 MONTH	Coppergate Elementary	10 MONTH / Annual
BOKTOR, TUODORA SAMIR GCJ TEACHER, MATHEMATICS, JH 10 MONTH	Green Cove Springs Junior High	10 MONTH / Annual
BRYAN, LESLEE DAMPIER CURRICULUM SPECIALIST 11- MONTH 11 MONTH	Dept Of Elementary Education	11 MONTH / Professional Services
BURGHART, LINDSAY ANN MHS TEACHER, READING, SH 10 MONTH	Middleburg High	10 MONTH / Professional Services
CARTER, KAMESA EVETTE BLC VE SELF-CONTAINED-IND 10 MONTH	Bannerman Learning Center	10 MONTH / Annual
CARTER, MATTHEW ALLAN OHS TEACHER, PHYSICAL ED SH 10 MONTH	Oakleaf High School	10 MONTH / Annual
CONLON, DIANE M FIH TEACHER, SCIENCE, SH 10 MONTH	Fleming Island High School	10 MONTH / Professional Services
COOMBS, EBONI N STS SCHOOL SOCIAL WORKER 10 MONTH	Charles E. Bennett Elementary	10 MONTH / Annual
DELPHA, KIMBERLY CGE TEACHER, VE/INCLUSION 10 MONTH	Coppergate Elementary	10 MONTH / Annual
DETORO, MARK ANDREW BLC VE SELF-CONTAINED-ASD 10 MONTH	Bannerman Learning Center	10 MONTH / Annual
EVANS, VICTORIA A SPC TEACHER, SC, KINDERGARTEN 10 MONTH	Swimming Pen Creek Elem	10 MONTH / Annual
FERRARO, JOLIE LYNN RVE VE SELF-CONTAINED-IND 10 MONTH	COUNTY-WIDE LEAVE	10 MONTH / Professional Services
FUHS, THOMAS M MCE TEACHER, SC, FOURTH GR 10 MONTH	Montclair Elementary	10 MONTH / Annual
GANAS, DONNA TANNER RVE TEACHER, SC, FIRST GR 10 MONTH	Ridgeview Elementary	10 MONTH / Annual
GILBERT, ERIKA STAMPER STS GUIDANCE SPECIALIST 12 MO 12 MONTH	CLIMATE AND CULTURE	12 MONTH / Professional Services
GLOD, DONNA L CVA TEACHER, SCIENCE, JH 10 MONTH	Clay Virtual Academy	10 MONTH / Professional Services

III. Instructional Actions

B. RE-APPOINTMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
	GRANDSTAFF, MAX MORGAN MHS TEACHER, SCIENCE, SH 10 MONTH	Middleburg High	10 MONTH / Annual
	HACKETT, BRITTANY NICOLE CHS TEACHER, SOC STUD, SH 10 MONTH	Clay High	10 MONTH / Annual
	HAMPSHIRE-BIVINS, KELLY D WJH TEACHER, SOC STUD, JH 10 MONTH	Wilkinson Jr High	10 MONTH / Annual
	KIRKLAND, KASSANDRA MARIE MHS TEACHER, SCIENCE, SH 10 MONTH	Middleburg High	10 MONTH / Annual
	MARTIN, APRIL EILEEN MHS TEACHER, SOC STUD, SH 10 MONTH	Middleburg High	10 MONTH / Professional Services
	MCKEEL, JENNIFER KARA AES TEACHER, SC, SIXTH GR 10 MONTH	Argyle Elementary	10 MONTH / Professional Services
	MOORE, REGAN DIANE OLJ TEACHER, VE/INCLUSION 10 MONTH	Oakleaf Junior High School	10 MONTH / Annual
	SAMPLES, AARON L OHS TEACHER, AGRICULTURE 11 MONTH	Oakleaf High School	11 MONTH / Annual
0.5	SEAWARD, NATHANIEL E CHS TEACHER, STRATEGIC INT 10 MONTH	Clay High	10 MONTH / Annual
	SIMMONS, FRANCES ELLEN LJH TEACHER, LANGUAGE ARTS, JH 10 MONTH	Lakeside Junior High	10 MONTH / Annual
	SNYDER, HEATHER K MCE TEACHER, ART, ELEM 10 MONTH	Montclair Elementary	10 MONTH / Annual
	STUTZ, ANISSA HANLIN DIS TEACHER, SC, SIXTH GR 10 MONTH	Doctors Inlet Elementary	10 MONTH / Annual
	TOBIAS, KAITLYNN MARIE LAE TEACHER, MUSIC, ELEM 10 MONTH	Lake Asbury Elementary	10 MONTH / Annual
0.6	WOOD, KATHLEEN MARY GCJ TEACHER, MATHEMATICS, JH 10 MONTH	Clay Virtual Academy	10 MONTH / Annual

III. Instructional Actions

C. RE-DESIGNATION

<u>Name/Assignment</u>	<u>Site</u>	<u>Previous Assignment</u>
OWEN, MARYAM SAMIRA K12 CURR SPEC 12 MO 12 MONTH	K-12 Academic Services	EFFECTIVE 06/13/2022 / REDESIGNATE FROM K12 TEACHER, CURRICULUM COACH / 10 MONTH
STALVEY, LAURYN PHILPOT AICE PROGRAM FACILITATOR, 11M 11 MONTH	Oakleaf High School	EFFECTIVE 08/02/2022 / REDESIGNATE FROM OHS TEACHER, LANGUAGE ARTS, SH / 10 MONTH
STEVENS, KRISTEENA L STS SCHOOL SOCIAL WORKER 12 MO 12 MONTH	CLIMATE AND CULTURE	EFFECTIVE 07/01/2022 / REDESIGNATE FROM STS SCHOOL SOCIAL WORKER 11 MO/ 11 MONTH

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III. Instructional Actions

D. TRANSFER

<u>Name/Assignment</u>	<u>Site</u>	<u>Previous Assignment</u>
ACKERMAN, FAYE LANETTE FIH TEACHER, BUSINESS ED 10 MONTH	Oakleaf Junior High School	EFFECTIVE 08/02/2022 / TRANSFER FROM OLJ TEACHER, BUSINESS ED / 10 MONTH
ALT-REVELS, JOETTE ANN CHS TEACHER, LANGUAGE ARTS, SH 10 MONTH	FL Youth Challenge Academy	EFFECTIVE 08/02/2022 / TRANSFER FROM FYA TEACHER, DROPOUT PREV SH / 10 MONTH
BARTON, DONNA M POE TEACHER, INSTRUCT TECH EL 10 MONTH	Argyle Elementary	EFFECTIVE 08/02/2022 / TRANSFER FROM AES TEACHER, SC, FIFTH GRADE / 10 MONTH
BECK, LESLIE ANN KHE TEACHER, VE/INCLUSION 10 MONTH	Wilkinson Jr High	EFFECTIVE 08/02/2022 / TRANSFER FROM WJH TEACHER, READING, JH / 10 MONTH
BROWN, DARIN PATRICK MHS TEACHER, MATHEMATICS, SR 10 MONTH	Tynes Elementary	EFFECTIVE 08/02/2022 / TRANSFER FROM TES TEACHER, SC, SIXTH GR, / 10 MONTH
CLINE, LAUREN ALEXIS FIE TEACHER, PRE-K/ESE VE 10 MONTH	W.E. Cherry Elementary	EFFECTIVE 08/02/2022 / TRANSFER FROM WEC TEACHER, PRE-KDG ESE / 10 MONTH
CULLIVER, TARYN VOGEL RVE VE SELF-CONTAINED-IND 10 MONTH	Rideout Elementary	EFFECTIVE 08/02/2022 / TRANSFER FROM ROE TEACHER, VE SELF- CONTAINED / 10 MONTH
DEVINE, ARIEL P ESE BEHAVIOR SITE COACH 10 MONTH	W.E. Cherry Elementary	EFFECTIVE 08/02/2022 / TRANSFER FROM WEC TEACHER, VE/INCLUSION / 10 MONTH
HEATH, SHERRI LEE TBE TEACHER, GIFTED 10 MONTH	Discovery Oaks Elementary	EFFECTIVE 08/02/2022 / TRANSFER FROM DOE TEACHER, GIFTED / 10 MONTH
IVEY, KATIE SUE WES COUNSELOR, ELEM 10 MONTH	Shadowlawn Elementary	EFFECTIVE 08/02/2022 / TRANSFER FROM SLE TEACHER, SC, FOURTH GR / 10 MONTH
JENKINS, VALARIE MACHELL AES TEACHER, SC, SECOND GR 10 MONTH	Charles E. Bennett Elementary	EFFECTIVE 08/02/2022 / TRANSFER FROM CEB TEACHER, SC, SECOND GR / 10 MONTH
JOHNS, TABBATHA JAN STS GUIDANCE SPECIALIST 12 MO 12 MONTH	Ridgeview High School	EFFECTIVE 07/05/2022 / REDESIGNATE FROM RHS COUNSELOR, SH / 12 MONTH
JOHNSON, KAREN MARIE ESE TEACHER, HOSP/HOMEBND TEMPORAR	Lake Asbury Junior High School	EFFECTIVE 08/02/2022 / TRANSFER FROM LAJ TEACHER, READING, JH / 10 MONTH

III. Instructional Actions

D. TRANSFER

	<u>Name/Assignment</u>	<u>Site</u>	<u>Previous Assignment</u>
	KNIGHT, SHERRILL NICOLE K12 CURR SPEC 11 MO 11 MONTH	Oakleaf High School	EFFECTIVE 07/18/2022 / TRANSFER FROM OHS AICE PROGRAM FACILITATOR, / 11 MONTH
	LANCASTER, STEPHANIE ROSE WES TEACHER, SC, THIRD GR 10 MONTH	Swimming Pen Creek Elem	EFFECTIVE 08/02/2022 / TRANSFER FROM SPC TEACHER, SC, THIRD GRADE / 10 MONTH
	LEWIS, MAGGIE MARIE OLJ VE SELF-CONTAINED-ASD 10 MONTH	Lakeside Junior High	EFFECTIVE 08/02/2022 / TRANSFER FROM LJH VE SELF- CONTAINED-ASD / 10 MONTH
	MACPHERSON, SAMANTHA RENE FIH TEACHER, VE/INCLUSION 10 MONTH	Thunderbolt Elementary	EFFECTIVE 08/02/2022 / TRANSFER FROM TBE TEACHER, SC, SECOND GR, / 10 MONTH
	MARSH, VIRGINIA NICOLE SPC TEACHER, COMBINATION, EL 10 MONTH	Montclair Elementary	EFFECTIVE 08/02/2022 / TRANSFER FROM MCE TEACHER, SC, THIRD GR, / 10 MONTH
	MASDEN, TAMMY L RHS COUNSELOR, SH 12 MO 12 MONTH	Oakleaf High School	EFFECTIVE 07/01/2022 / TRANSFER FROM OHS COUNSELOR, SH 11 MO, / 11 MONTH
	MILLER, TYLER ALLAN MHS VE SELF-CONTAINED-EBD 10 MONTH	Oakleaf Junior High School	EFFECTIVE 08/02/2022 / TRANSFER FROM OLJ TEACHER, VE SELF- CONTAINED / 10 MONTH
	MOBLEY, GENELL HOPE CHS TEACHER, MATHEMATICS, SR 10 MONTH	Lake Asbury Junior High School	EFFECTIVE 08/02/2022 / TRANSFER FROM LAJ TEACHER, MATHEMATICS, JH / 10 MONTH
	MORRIS, JENNIFER ANN RHS TEACHER ESE APP TECH 10 MONTH	Ridgeview Elementary	EFFECTIVE 08/02/2022 / TRANSFER FROM RVE TEACHER, SC, FIFTH GR, / 10 MONTH
	RADCLIFFE, CHERYL ALAINE SIP CURRICULUM COACH/TRAINER 10 MONTH	W.E. Cherry Elementary	EFFECTIVE 08/02/2022 / TRANSFER FROM WEC TEACHER, SC, FIFTH GR / 10 MONTH
0.2	REYNOLDS JR, STEVEN MICHAEL KHH TEACHER, PHYSICAL ED SH 10 MONTH	Keystone Heights Elementary	EFFECTIVE 08/02/2022 / TRANSFER FROM KHE TEACHER, PHYSICAL ED EL / 10 MONTH
	SHAFFER, DEANNA GAIL POE TEACHER, SC, THIRD GR 10 MONTH	Argyle Elementary	EFFECTIVE 08/02/2022 / TRANSFER FROM AES TEACHER, PHYSICAL ED EL / 10 MONTH
	SNOWDEN, TAMECIA INEZ OLJ VE SELF-CONTAINED-LI 10 MONTH	Robert M. Paterson Elementary	EFFECTIVE 08/02/2022 / TRANSFER FROM OVE VE SELF-CONTAINED-LI, / 10 MONTH

III. Instructional Actions

D. TRANSFER

<u>Name/Assignment</u>	<u>Site</u>	<u>Previous Assignment</u>
STREATY, JESSICA VICTORIA DOE TEACHER, SC, SECOND GR 10 MONTH	Argyle Elementary	EFFECTIVE 08/02/2022 / TRANSFER FROM AES TEACHER, SC, KINDERGARTEN, / 10 MONTH
WILLIAMS, JOHN WHITFIELD SPC VE SELF-CONTAINED-EBD 10 MONTH	Bannerman Learning Center	EFFECTIVE 08/02/2022 / TRANSFER FROM BLC TEACHER, DROPOUT PREV SH, / 10 MONTH
WINTERS, DANIELLE MARGARET SPC TEACHER, VE/INCLUSION 10 MONTH	Oakleaf Junior High School	EFFECTIVE 08/02/2022 / TRANSFER FROM OLJ VE SELF- CONTAINED-LI / 10 MONTH

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III. Instructional Actions

E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

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

F. SUPPLEMENT

<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
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III. INSTRUCTIONAL ACTIONS 2022-2023

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 2022-2023

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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MISCELLANEOUS ACTIONS

A. SUMMER SCHOOL

<u>Name/Assignment</u>	<u>Site</u>	<u>Effective Dates</u>
ADDIE, NICOLE ELIZABETH SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-06-01 - 2022-06-30
BABCOCK, KELSEY LAUREN SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-06-01 - 2022-06-30
BELL, ALAINA J SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-06-01 - 2022-06-30
BELL, SHANA KAY SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-06-01 - 2022-06-30
BOLEY, DENA RAE SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-06-01 - 2022-06-30
BORSELLINO, RUBI TERESA DIS GEN CLRM ASST SS	Doctors Inlet Elementary	Effective 2022-06-08 - 2022-06-30
BOYD, MELISSA BETHANN SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-06-01 - 2022-06-30
CLEMONS, JODIE NICOLE OVE GEN CLRM ASST SS	Oakleaf Village Elementary	Effective 2022-06-08 - 2022-06-30
CONWAY, LINDA CAROL SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-06-01 - 2022-06-30
EICHELBERGER, TAMEKA LASHAUNE SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-06-08 - 2022-06-30
FULLER, MALIKA COZIER SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-06-08 - 2022-06-30
GOODWIN, KASSANDRA K OVE GEN CLRM ASST SS	Oakleaf Village Elementary	Effective 2022-06-08 - 2022-06-30
GREICO, CHRISTINA SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-06-01 - 2022-06-30
GROGAN, JAIME A SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-06-01 - 2022-06-30
HARRISON, KIMBERLY KINSEY MRE ESE ASST SUMMER SCHOOL	Keystone Heights Elementary	Effective 2022-06-08 - 2022-06-30
HENNING, JOANN N SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-06-01 - 2022-06-30
HICKMAN, MADISON ALLY SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-06-01 - 2022-06-30
KEELEY, LEAH DIANE SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-06-01 - 2022-06-30
LAFONTAINE, LINDSAY WIDELL SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-06-01 - 2022-06-30
LUCAS, AIMEE COLLEEN SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-06-01 - 2022-06-30
MANN, MICHAELA SERENA LAJ NURSE LPN SS	Lake Asbury Junior High School	Effective 2022-06-09 - 2022-06-30
MARTELLE, LAURA MARIE OVE GEN CLRM ASST SS	Oakleaf Village Elementary	Effective 2022-06-09 - 2022-06-30
MCKEEL, JENNIFER KARA SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-06-01 - 2022-06-30
MORELAND, LAURA LEA SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-06-01 - 2022-06-30
NOTO, MELISSA ANN TRN BUS AIDE SUMMER	Argyle Elementary	Effective 2022-06-09 - 2022-06-30
PALMER, GLENEISHA LAVELLA SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-06-01 - 2022-06-30

MISCELLANEOUS ACTIONS

A. SUMMER SCHOOL

<u>Name/Assignment</u>	<u>Site</u>	<u>Effective Dates</u>
RIGNEY, JULIE RENE SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-06-08 - 2022-06-30
SKAPETIS, DEVAN S SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-06-08 - 2022-06-30
TORRES, SUZETTE M SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-06-01 - 2022-06-30
WARNER, AMANDA BETH SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-06-08 - 2022-06-30
WATKINS, DYLAN NICOLE SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-06-08 - 2022-06-30

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IV. INSTRUCTIONAL MISCELLANEOUS ACTIONS 2021-2022

B. COMMUNITY EDUCATION

Appointments

NONE

DRAFT

IV. INSTRUCTIONAL MISCELLANEOUS ACTIONS 2021-2022

C. ADULT EDUCATION

Appointments

NONE

DRAFT

A. SUMMER SCHOOL

<u>Name/Assignment</u>	<u>Site</u>	<u>Effective Dates</u>
ADDIE, NICOLE ELIZABETH SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-07-01 - 2022-07-30
BABCOCK, KELSEY LAUREN SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-07-01 - 2022-07-30
BELL, ALAINA J SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-07-01 - 2022-07-30
BELL, SHANA KAY SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-07-01 - 2022-07-30
BOLEY, DENA RAE SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-07-01 - 2022-07-30
BORSELLINO, RUBI TERESA DIS GEN CLRM ASST SS	Doctors Inlet Elementary	Effective 2022-07-01 - 2022-07-21
BOYD, MELISSA BETHANN SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-07-01 - 2022-07-30
CLEMONS, JODIE NICOLE OVE GEN CLRM ASST SS	Oakleaf Village Elementary	Effective 2022-07-01 - 2022-07-21
CONWAY, LINDA CAROL SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-07-01 - 2022-07-30
EICHELBERGER, TAMEKA LASHAUNE SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-07-01 - 2022-07-30
FULLER, MALIKA COZIER SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-07-01 - 2022-07-30
GOODWIN, KASSANDRA K OVE GEN CLRM ASST SS	Oakleaf Village Elementary	Effective 2022-07-01 - 2022-07-21
GREICO, CHRISTINA SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-07-01 - 2022-07-30
GROGAN, JAIME A SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-07-01 - 2022-07-30
HARRISON, KIMBERLY KINSEY MRE ESE ASST SUMMER SCHOOL	Keystone Heights Elementary	Effective 2022-07-01 - 2022-07-21
HENNING, JOANN N SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-07-01 - 2022-07-30
HICKMAN, MADISON ALLY SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-07-01 - 2022-07-30
KEELEY, LEAH DIANE SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-07-01 - 2022-07-30
LAFONTAINE, LINDSAY WIDELL SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-07-01 - 2022-07-30
LUCAS, AIMEE COLLEEN SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-07-01 - 2022-07-30
MANN, MICHAELA SERENA LAJ NURSE LPN SS	Lake Asbury Junior High School	Effective 2022-07-01 - 2022-07-13
MCKEEL, JENNIFER KARA SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-07-01 - 2022-07-30
MORELAND, LAURA LEA SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-07-01 - 2022-07-30
NOTO, MELISSA ANN TRN BUS AIDE SUMMER	Argyle Elementary	Effective 2022-07-01 - 2022-07-29
PALMER, GLENEISHA LAVELLA SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-07-01 - 2022-07-30
RIGNEY, JULIE RENE SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-07-01 - 2022-07-30

MISCELLANEOUS ACTIONS

A. SUMMER SCHOOL

<u>Name/Assignment</u>	<u>Site</u>	<u>Effective Dates</u>
SKAPETIS, DEVAN S SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-07-01 - 2022-07-30
TORRES, SUZETTE M SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-07-01 - 2022-07-30
WARNER, AMANDA BETH SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-07-01 - 2022-07-30
WATKINS, DYLAN NICOLE SUMMER SCHOOL TEACHER BASIC ED	CURRICULUM AND INSTRUCTION	Effective 2022-07-01 - 2022-07-30

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IV. INSTRUCTIONAL MISCELLANEOUS ACTIONS 2022-2023

B. COMMUNITY EDUCATION

Appointments

NONE

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IV. INSTRUCTIONAL MISCELLANEOUS ACTIONS 2022-2023

C. ADULT EDUCATION

Appointments

NONE

DRAFT

V. INSTRUCTIONAL SUBSTITUTE TEACHER ACTIONS 2021-2022

A. SUBSTITUTE TEACHER APPROVAL

Appointments

NONE

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V. INSTRUCTIONAL SUBSTITUTE TEACHER ACTIONS 2022-2023

A. SUBSTITUTE TEACHER APPROVAL

Appointments

NONE

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VI. Support Actions

A. APPOINTMENT

	Name/Assignment	Site	Action/Effective
	BELL, J D FIH CUSTODIAN 12 MO SU	Fleming Island High School	Effective 2022-05-31 12 MO SU / Annual
	DIAZ, DEISALINE LAE CAFE ASSISTANT 6.75 HOURS 9 MON CA	Lake Asbury Elementary	Effective 2022-05-11 9 MON CA / Annual
	DOTRUCHE, MARIE E CHS CUSTODIAN 12 MO SU	Clay High	Effective 2022-05-20 12 MO SU / Annual
	FOGARTY, EMILY M CHE CUSTODIAN 12 MO SU	Clay Hill Elementary	Effective 2022-06-07 12 MO SU / Annual
	GOULD, BOBBY L MNT ELECTRICAL TECH ASST 12 MO SU	Division of Support Svcs	Effective 2022-05-23 12 MO SU / Annual
	HARRIS, KACY MURQUEEN MNT ELECTRICAL TECH 12 MO SU	Division of Support Svcs	Effective 2022-06-07 12 MO SU / Annual
	MEADOR, ALLEN KEITH CAFE/KITCHEN EQUIP TECH 12 MO SU	Division of Support Svcs	Effective 2022-05-18 12 MO SU / Annual
0.9	NGUYEN, JESSICA T MCE BEHAVIORAL HEALTH ASST 9 MON SU	Montclair Elementary	Effective 2022-05-12 9 MON SU / Annual
	PALLADINO, PEGGY DELANE WJH CUSTODIAN 12 MO SU	Wilkinson Jr High	Effective 2022-05-27 12 MO SU / Annual
	POPIELARZ, TERA L TRN ESE ASST/BUS MONITOR TRANSPOR	Transportation	Effective 2022-05-12 TRANSPOR / Annual
	RIEGEL, SARAH BROOKE TRN PAYROLL SUPPORT ASST 12 MO SU	Transportation	Effective 2022-05-18 12 MO SU / Annual
	SUMNER, MEGAN BRONELLE PES ST RECORD SEC 12 MO 12 MO SU	Robert M. Paterson Elementary	Effective 2022-05-18 12 MO SU / Annual
	VALIDO, FERNANDO M RHS CUSTODIAN 12 MO SU	Ridgeview High School	Effective 2022-06-01 12 MO SU / Annual
	WILLIAMS, KYMBERLYN MICHELLE MNT CUSTODIAN 12 MO SU	Division of Support Svcs	Effective 2022-05-11 12 MO SU / Annual
	WISE, DANYELL MICHELLE LAJ CUSTODIAN 12 MO SU	Lake Asbury Junior High School	Effective 2022-05-17 12 MO SU / Annual
	WISSEMAN, ROBERT WAYNE MNT CUSTODIAN 12 MO SU	Division of Support Svcs	Effective 2022-05-20 12 MO SU / Annual

VI. Support Actions

B. RE-APPOINTMENT

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

C. RE-DESIGNATION

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

D. TRANSFER

Name/Assignment	Site	Previous
BROWN, LATOYA ARSULA LJH CUSTODIAN 12 MO SU	Lakeside Junior High	Effective 2022-06-06 /transfer from / CGE CUSTODIAN
LECLAIR, JUSTIN L WJH CUSTODIAN 12 MO SU	Wilkinson Jr High	Effective 2022-05-31 /transfer from / POE CUSTODIAN
SCHNEDLER, CHERIE MAR RHS CUSTODIAN 12 MO SU	Ridgeview High School	Effective 2022-06-06 /transfer from / GCJ CUSTODIAN
SPEIGHTS, GEORGE DONALD RHS HEAD CUSTODIAN 12 MO SU	Ridgeview High School	Effective 2022-06-01 /transfer from / RHS CUSTODIAN
ZEIGLER JR, RICHARD E MNT ELECTRICAL TECH ASST 12 MO SU	Division of Support Svcs	Effective 2022-05-31 /transfer from / ROE BEHAVIORAL HEALTH ASST

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VI. Support Actions

E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Action/Effective</u>
0.9	ADAMS, MELANNIE LEAH SPC BEHAVIORAL HEALTH ASST 9 MON SU	Swimming Pen Creek Elem	Effective 2022-05-27 RESIGNATION
0.9	ANTIENOWICZ, SARAH ANN WES GENERAL ASSISTANT 9 MON SU	Wilkinson Elementary	Effective 2022-05-27 CONCLUDE EMPLOYMENT
	BOWERS, RHONDA ELAINE TRN BUS DRIVER TRANSPOR	Transportation	Effective 2022-04-22 RESIGNATION
	BRADSHAW, JENNIFER J WJH SECRETARY 11 MO 11 MONTH	Wilkinson Jr High	Effective 2022-06-14 RESIGNATION
0.9	BUSSEY, AMANDA MICHELLE FIE BEHAVIORAL HEALTH ASST 9 MON SU	Fleming Island Elementary	Effective 2022-05-27 RESIGNATION
0.9	CHANDLER, LINDSAY SLE GENERAL ASSISTANT 9 MON SU	Shadowlawn Elementary	Effective 2022-05-27 RESIGNATION
	CHIARAMONTE, BETTY ROXANNE TRN ADMIN SUPPORT ASSISTANT 12 MO SU	Transportation	Effective 2022-06-30 RESIGNATION
	CHRISTMAN, ESTHER E TRN BUS DRIVER LNG TRM	Transportation	Effective 2022-05-27 RETIREMENT
	CLARK, LAQUETTA B HMR DATA ENTRY/RECORDS TECHNIC CONFIDEN	Human Resources	Effective 2022-06-30 CONCLUDE EMPLOYMENT
	DANIELE, MICHELLE RENA RHS REGISTERED NURSE LNG TRM	Ridgeview High School	Effective 2022-05-31 CONCLUDE EMPLOYMENT
	DAVIS, ADELYNN FAITH TRN ESE ASST/BUS MONITOR TRANSPOR	Transportation	Effective 2022-05-12 RESIGNATION
0.9	DOLNEY, CARRI DAWN BLC BEHAVIORAL HEALTH ASST 9 MON SU	Bannerman Learning Center	Effective 2022-05-27 RESIGNATION
	DOWELL, SARAH DANIELLE KHH CUSTODIAN 12 MO SU	Keystone Heights High School	Effective 2022-05-31 RESIGNATION
	DRIGGERS, SANDRA NADINE TRN BUS DRIVER TRANSPOR	Transportation	Effective 2022-05-27 RETIREMENT
	FITZGERALD, EMILY MARGARET MCE REGISTERED NURSE 10 MONTH	Montclair Elementary	Effective 2022-05-31 RESIGNATION
	GASID, RYAN TORIO TRN BUS DRIVER TRANSPOR	Transportation	Effective 2022-05-27 RESIGNATION
0.6	GONZALEZ MORENO, ISABEL RHS CHILD CARE ASSISTANT 9 MON SU	Ridgeview High School	Effective 2022-05-27 RESIGNATION

VI. Support Actions

E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Action/Effective</u>
	HARDEE, DEBRA KAY TRN BUS DRIVER TRANSPOR	Transportation	Effective 2022-05-27 RETIREMENT
	HERRINGTON, ALANA MARIE OPH CAFE ASSISTANT 4.25 HOURS 9 MON CA	Orange Park High	Effective 2022-05-26 RESIGNATION
0.9	JAMES, SONYA LAGRACE RHS BEHAVIORAL HEALTH ASST 9 MON SU	Ridgeview High School	Effective 2022-05-27 RESIGNATION
0.9	JOHNSON, DANA MARIE TES BEHAVIORAL HEALTH ASST 9 MON SU	Tynes Elementary	Effective 2022-05-27 RESIGNATION
0.9	KEITA, REBEKAH L LAE GENERAL HEALTH ASSISTA 9 MON SU	Lake Asbury Elementary	Effective 2022-05-27 RESIGNATION
	LAKE, CHRISTEL CLAUDINE RHS TEACHER, FOREIGN LANG, SH 10 MONTH	Ridgeview High School	Effective 2022-05-31 CONCLUDE EMPLOYMENT
	LEE, MELANIE HIERS LAJ MEDIA TECHNICAL ASST 10 MONTH	Lake Asbury Junior High School	Effective 2022-05-31 RESIGNATION
	MALINDA, CATHERINE N ACE BOOKKEEPER 12 MO SU	Adult/Community Education	Effective 2022-06-30 RETIREMENT
	MASSENAT, MARIE J OLJ CUSTODIAN 12 MO SU	Oakleaf Junior High School	Effective 2022-05-27 RESIGNATION
0.9	MILAM, MICHAILA GRACE RVE GENERAL HEALTH ASSISTA 9 MON SU	Ridgeview Elementary	Effective 2022-05-27 RESIGNATION
0.9	MILLER, COURTENEY PEARL BLC BEHAVIORAL HEALTH ASST 9 MON SU	Bannerman Learning Center	Effective 2022-05-27 RESIGNATION
	MILLER, VICTORIA NICOLE TRN ESE ASST/BUS MONITOR TRANSPOR	Transportation	Effective 2022-05-27 RESIGNATION
	NAIL, LINDA D CEB CAFE ASSISTANT 5.75 HOURS 9 MON CA	Charles E. Bennett Elementary	Effective 2022-05-27 RETIREMENT
	NEIFORD, DAVID EDWARD TRN BUS DRIVER TRANSPOR	Transportation	Effective 2022-05-27 RESIGNATION
0.9	NIBERT, HANNAH SALOME OVE GENERAL HEALTH ASSISTA 9 MON SU	Oakleaf Village Elementary	Effective 2022-05-27 CONCLUDE EMPLOYMENT
	PADGETT, HELEN ANNETTE TRN ESE ASST/BUS MONITOR TRANSPOR	Transportation	Effective 2022-05-27 RETIREMENT

VI. Support Actions

E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Action/Effective</u>
0.9	PAQUETTE, NANCY M RHS GENERAL ASSISTANT 9 MON SU	Ridgeview High School	Effective 2022-05-27 RETIREMENT
0.9	PELAEZ NUNEZ, JASMINE G KHE BEHAVIORAL HEALTH ASST 9 MON SU	Keystone Heights Elementary	Effective 2022-05-27 CONCLUDE EMPLOYMENT
	POWERS, KANDIS L BLC MEDIA TECHNICAL ASST 10 MONTH	Bannerman Learning Center	Effective 2022-05-31 CONCLUDE EMPLOYMENT
	POWERS, KARLA ANN TRN ESE ASST/BUS MONITOR TRANSPOR	Transportation	Effective 2022-05-27 CONCLUDE EMPLOYMENT
0.9	PRES, VANNAK OPH BEHAVIORAL HEALTH ASST 9 MON SU	Orange Park High	Effective 2022-05-17 RESIGNATION
	PREVAL, JAMES TRN BUS DRIVER TRANSPOR	Transportation	Effective 2022-05-27 RESIGNATION
	RYAN, MELODIE VISTART TRN PARTS MANAGER 12 MO SU	Transportation	Effective 2022-05-18 RESIGNATION
	SCHEUNEMANN, LORI ANNE RVE CUSTODIAN 12 MO SU	Ridgeview Elementary	Effective 2022-05-18 CONCLUDE EMPLOYMENT
	SCOTT, BARBARA ANNE CEB CAFE ASSISTANT 6.5 HOURS 9 MON CA	Charles E. Bennett Elementary	Effective 2022-05-27 RESIGNATION
	SHIPLEY, AMY OVE CAFE VAN DRIVER 5 HOURS 9 MON SU	Oakleaf Village Elementary	Effective 2022-05-27 RESIGNATION
	SMILEY, KELLEY ANN CEB TITLE I ASSISTANT 9 MON SU	Charles E. Bennett Elementary	Effective 2022-05-27 RESIGNATION
0.9	STANLEY, MONICA R WEC GENERAL HEALTH ASSISTA 9 MON SU	W.E. Cherry Elementary	Effective 2022-05-27 RESIGNATION
0.8	STANSBERRY, ABIGAIL G PES IN SCHOOL SUSPENSION 9 MON SU	Robert M. Paterson Elementary	Effective 2022-05-24 CONCLUDE EMPLOYMENT
	STRANGE, MARY HAWKINS OPJ REGISTERED NURSE 10 MONTH	Orange Park Jr High	Effective 2022-05-31 CONCLUDE EMPLOYMENT
	TERRY, MALLORY DANESE CHE CUSTODIAN 12 MO SU	Clay Hill Elementary	Effective 2022-05-27 RESIGNATION
	WEBBER, CASEY NICOLE LAE SCHOOL SECRETARY 10 MONTH 10 MONTH	Lake Asbury Elementary	Effective 2022-05-31 RESIGNATION
	WOLTER, CHRISTIANNE LUCILLE TBE REGISTERED NURSE	Thunderbolt Elementary	Effective 2022-05-31 RESIGNATION

VI. Support Actions

E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

<u>Name/Assignment</u>	<u>Site</u>	<u>Action/Effective</u>
10 MONTH YON, DEBORAH LYNN MBE CUSTODIAN 12 MO SU	Middleburg Elementary	Effective 2022-06-30 CONCLUDE EMPLOYMENT

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VI. Support Actions

F. SUPPLEMENT

Name/Assignment	Site	Previous
JASMIN JR, GREGORY P OLJ DISCRETIONARY SUPPLEME	Oakleaf Junior High School	Appointment

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VI. Support Actions

A. APPOINTMENT

	Name/Assignment	Site	Action/Effective
0.8	PAUL, JEAN MICHAEL OHS ESOL CLASSROOM ASSISTANT 9 MON SU	Oakleaf High School	Effective 2022-08-08 9 MON SU / Annual

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VI. Support Actions

B. RE-APPOINTMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
	AHMED, HEATHER H OPJ CAFE ASSISTANT 5.5 HOURS 9 MON CA	Orange Park Jr High	9 MON CA / Annual
	BELL, J D FIH CUSTODIAN 12 MO SU	Fleming Island High School	12 MO SU / Annual
	BROWN, LATOYA ARSULA LJH CUSTODIAN 12 MO SU	Lakeside Junior High	12 MO SU / Multi-Year Conditional
	CATHERMAN, SHARON L CGE PRINCIPAL SECRETARY CONFIDEN	Coppergate Elementary	CONFIDEN / Multi-Year Conditional
	CURRINGTON, VONTRESE MONCHEL OLJ CUSTODIAN 12 MO SU	Oakleaf Junior High School	12 MO SU / Annual
	DIAZ, DEISALINE LAE CAFE ASSISTANT 6.75 HOURS 9 MON CA	Lake Asbury Elementary	9 MON CA / Annual
	DOYLE, YVONNE MARIE BAF PAYROLL ASSISTANT CONFIDEN	Business Affairs	CONFIDEN / Multi-Year Conditional
	ELLISON, CYNTHIA D OLJ CAFE ASSISTANT 6.5 HOURS 9 MON CA	Oakleaf Junior High School	9 MON CA / Multi-Year Conditional
0.9	FARRIS, KRISTINA HOPE RVE GENERAL HEALTH ASSISTA 9 MON SU	Thunderbolt Elementary	9 MON SU / Annual
	FOGARTY, EMILY M CHE CUSTODIAN 12 MO SU	Clay Hill Elementary	12 MO SU / Annual
	FRANCISCO, NICHOLLI L BAF PAYROLL ASSISTANT CONFIDEN	Business Affairs	CONFIDEN / Multi-Year Conditional
	GOULD, BOBBY L MNT ELECTRICAL TECH ASST 12 MO SU	Division of Support Srvc	12 MO SU / Annual
0.9	GUZMANLAUREANO, MAIJULIES LES BEHAVIORAL HEALTH ASST 9 MON SU	Lakeside Elementary	9 MON SU / Multi-Year Conditional
	HARRIS, KACY MURQUEEN MNT ELECTRICAL TECH 12 MO SU	Division of Support Srvc	12 MO SU / Annual
	HERKO, KAREN ANN CHE CUSTODIAN 12 MO SU	Clay Hill Elementary	12 MO SU / Annual
0.9	HOWARD, KAREN M SBJ GENERAL ASSISTANT 9 MON SU	S. Bryan Jennings Elementary	9 MON SU / Multi-Year Conditional
	JACKSON, JOLYNN LAE CAFE ASSISTANT 3.25	Lake Asbury Elementary	9 MON CA / Annual

VI. Support Actions

B. RE-APPOINTMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
	HOURS 9 MON CA		
0.9	JOHNSON, DOREEN FIE BEHAVIORAL HEALTH ASST 9 MON SU	Thunderbolt Elementary	9 MON SU / Annual
	KARSHNER-SMITH, MARY LYNN KHH TESTING/ADMIN SUPPORT ASST 10 MONTH	Keystone Heights High School	10 MONTH / Multi-Year Conditional
	LOCKETTE, DEBORAH LENICE SPC CUSTODIAN 12 MO SU	Swimming Pen Creek Elem	12 MO SU / Annual
0.9	LOWE, MEGAN MRE BEHAVIORAL HEALTH ASST 9 MON SU	Mcrae Elementary	9 MON SU / Multi-Year Conditional
	MARCHESE, RYAN J ITS PROGRAMMER/ANALYST 12 MO SU	INFORMATION AND TECH SERVICES	12 MO SU / Annual
	MOSLEY, JESSICA NICHOLE LJH CUSTODIAN 12 MO SU	Lakeside Junior High	12 MO SU / Annual
0.9	NGUYEN, JESSICA T MCE BEHAVIORAL HEALTH ASST 9 MON SU	Montclair Elementary	9 MON SU / Annual
0.9	ONDISH, ROBYN LYNN MHS GENERAL HEALTH ASSISTA 9 MON SU	Middleburg High	9 MON SU / Multi-Year Conditional
	PALLADINO, PEGGY DELANE WJH CUSTODIAN 12 MO SU	Wilkinson Jr High	12 MO SU / Annual
0.9	PATE, RENEE S OPH BEHAVIORAL HEALTH ASST 9 MON SU	Orange Park High	9 MON SU / Annual
	RAMIREZ ARZOLA, JENNIFER N OPJ CUSTODIAN 12 MO SU	Orange Park Jr High	12 MO SU / Annual
	RIOS, MINERVA MHS CAFE ASSISTANT 4.5 HOURS 9 MON CA	Middleburg High	9 MON CA / Annual
	SNYDER, DAWN ELAINE AES CAFE ASSISTANT 4.5 HOURS 9 MON CA	Argyle Elementary	9 MON CA / Annual
0.9	TREADWAY, CHRISTINA KAY WES GENERAL ASSISTANT 9 MON SU	Wilkinson Elementary	9 MON SU / Annual
	VALIDO, FERNANDO M RHS CUSTODIAN 12 MO SU	Ridgeview High School	12 MO SU / Annual

VI. Support Actions

C. RE-DESIGNATION

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

D. TRANSFER

	<u>Name/Assignment</u>	<u>Site</u>	<u>Previous</u>
	BECKER, JANETTE LJH MEDIA TECHNICAL ASST 10 MONTH	Lakeside Junior High	EFFECTIVE 2022-08-02 TRANSFER FROM LJH SCHOOL SEC ADMINISTRATION
	FISH, NANNETTE LEE FIH VPK CHILD CARE LEAD ASST 10 MONTH	Fleming Island High School	EFFECTIVE 2022-08-02 TRANSFER FROM FIH CHILD CARE ASST
	GILBERT, BETH ANN LES CAFE ASSISTANT 7 HOURS 9 MON CA	Lakeside Elementary	EFFECTIVE 2022-08-09 TRANSFER FROM LES CAFE ASSISTANT 6.5 HOURS
	HANSEN, NANCY C LES CAFE ASSISTANT 6.5 HOURS 9 MON CA	Orange Park High	EFFECTIVE 2022-08-09 TRANSFER FROM OPH CAFETERIA VAN DRIVER 7 HOURS
	KENNEDY, REBECCA L CHS SCHOOL SECRETARY 12 MONTH 12 MO SU	Clay Hill Elementary	EFFECTIVE 2022-07-01 TRANSFER FROM CHE RECORD SEC 12 MO
	LECLAIR, JUSTIN L WJH CUSTODIAN 12 MO SU	Wilkinson Jr High	EFFECTIVE 2022-07-01 TRANSFER FROM POE CUSTODIAN
	LEWIS, SUSAN C KHE ST RECORD SEC 12 MO 12 MO SU	Keystone Heights Elementary	EFFECTIVE 2022-07-01 TRANSFER FROM KHE GENERAL ASSISTANT
	MADINE, NICOLE L SPC GENERIC CLASSROOM ASSISTAN 9 MON SU	Swimming Pen Creek Elem	EFFECTIVE 2022-08-08 TRANSFER FROM SPC BEHAVIORAL HEALTH ASST
0.9	MALONE, ELIZABETH ARIANA WEC BEHAVIORAL HEALTH ASST 9 MON SU	Plantation Oaks Elementary	EFFECTIVE 2022-08-08 TRANSFER FROM POE BEHAVIORAL HEALTH ASST
0.8	NELSON, SILENE D LES ESOL CLASSROOM ASSISTANT 9 MON SU	Lakeside Elementary	EFFECTIVE 2022-08-08 TRANSFER FROM LES CAFE ASSISTANT 7 HOURS
	OUELLETTE, ALYSSA CORINE ROE PRINCIPAL SECRETARY CONFIDEN	Charles E. Bennett Elementary	Effective 2022-07-06 /transfer from / CEB PRINCIPAL SECRETARY
	PIERCE, MARLA ELIZABETH LES CAFE ASSISTANT 6.5 HOURS 9 MON CA	W.E. Cherry Elementary	EFFECTIVE 2022-08-09 TRANSFER FROM WEC CAFE ASSISTANT 6 HOURS
0.8	REYES DE ARAUJO, OSMARY A MCE ESOL CLASSROOM ASSISTANT 9 MON SU	Montclair Elementary	EFFECTIVE 2022-08-08 TRANSFER FROM MCE CAFE ASSISTANT 6.25 HOURS
	SCHNEDLER, CHERIE MAR RHS CUSTODIAN 12 MO SU	Ridgeview High School	EFFECTIVE 2022-07-01 TRANSFER FROM GCJ CUSTODIAN
	SILLS, ANGELINA M WEC CAFE ASSISTANT 6 HOURS 9 MON CA	W.E. Cherry Elementary	EFFECTIVE 2022-08-09 TRANSFER FROM WEC CAFE ASSISTANT 4.5 HOURS
	SPEIGHTS, GEORGE DONALD RHS HEAD CUSTODIAN 12 MO SU	Ridgeview High School	EFFECTIVE 2022-07-01 TRANSFER FROM RHS CUSTODIAN

VI. Support Actions

D. TRANSFER

	Name/Assignment	Site	Previous
0.9	ZANG, TRACY LYNN POE BEHAVIORAL HEALTH ASST 9 MON SU	Plantation Oaks Elementary	EFFECTIVE 2022-08-08 TRANSFER FROM POE .8 GENERIC CLASSROOM ASSISTANT
	ZEIGLER JR, RICHARD E MNT ELECTRICAL TECH ASST 12 MO SU	Division of Support Svcs	EFFECTIVE 2022-07-01 TRANSFER FROM ROE BEHAVIORAL HEALTH ASST

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VI. Support Actions

E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

<u>Name/Assignment</u>	<u>Site</u>	<u>Action/Effective</u>
ALONSO GONZALEZ, ANA M OPH CUSTODIAN 12 MO SU	Orange Park High	Effective 2022-07-15 RESIGNATION
BARTH, MARY M IRS ADMIN SUPPORT ASSISTANT 12 MO SU	Instructional Resources	Effective 2022-07-28 RETIREMENT

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VI. Support Actions

F. SUPPLEMENT

Name/Assignment	Site	
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DRAFT

June 30, 2022 - Regular School Board Meeting

Title

C6 - Kelly Services Amendments - Substitutes

Description

This attached addendum to the Kelly Services Agreement will be in effect for the 2022-2023 school year, which presents proposed hourly rates for substitutes. This proposal will keep instructional substitute hourly rates the same as they were during the COVID Bonus period. The proposal increases non-instructional substitute positions to \$12.00 per hour and adjust the early child education teacher substitute with a High School Diploma to \$12.75 per hour.

The proposal also includes a reduction in the instructional substitute teacher markup rate from 1.33 to 1.30. Other markup rates will remain the same.

Clay County has a current contract with Kelly Services, which was approved by the Board on September 5, 2019. This new salary proposal will allow us to better serve stakeholders and recruit qualified substitute teachers for our classrooms. The contract has an exit clause that can be enacted by either party with a written thirty (30) day notice.

Gap Analysis

As the provider of staffing services, Kelly Services shall be the employer of Assigned Employees and shall be responsible for the staffing services listed: recruit, interview, select, and hire Assigned Employees; place Assigned Employees according to SDCC requirements; pay Assigned Employees their wages and provide them the benefits that Kelly Services offers to them as Kelly Services Employees; pay insurance premiums (e.g. Medicare), withhold payroll taxes (e.g. FICA) and fulfill its obligations for unemployment compensation; provide workers compensation benefits; and maintain Assigned Employees personnel and payroll records related to their employment by Kelly Services.

Previous Outcomes

The Agreement was Board approved September 5, 2019, and has been used successfully to provide quality substitutes to the district.

Expected Outcomes

Upon approval by the Board, we expect Kelly Services to continue providing quality substitutes.

Strategic Plan Goal

The district ensures fiscal responsibility and equitable distribution of resources.

Recommendation

Approve the amendment to the original Kelly Services Contract, which adds additional funding for substitute services for the District.

Contact

Brenda Troutman, Assistant Superintendent of Human Resources; brenda.troutman@myoneclay.net; 904.336.6701

Financial Impact

This Proposal includes an increase of approximately \$670,000 to the 2022-2023 Kelly Services Budget.

Review Comments

Attachments

[Proposed Clay County Exhibit A – Current pay with the \\$2.00 additional for non instructional at 1.30 MU.docx.pdf](#)

EXHIBIT A PRICING FOR KELLY EDUCATIONAL STAFFING

This Pricing Exhibit A is incorporated and made part of the Agreement for Educational Services between Kelly Services, Inc., and School Board of Clay County, dated 7/1/2022. The pricing in Exhibit A is confidential and proprietary to Kelly. Customer agrees not to disclose the contents of Pricing Exhibit A to persons or entities not party to this agreement without Kelly's written permission.

1. Types of Assignments; Pricing

The Assigned Employees will be assigned to the following positions and at the following rates:

Position	Pay Rate	Pay Type	Markup	Bill Rate
SUBSTITUTE TEACHER (TRANSITIONAL EMERGENCY SUB)	\$ 12.66	Hourly	1.30	\$ 16.46
SUBSTITUTE TEACHER-AA DEGREE	\$ 14.00	Hourly	1.30	\$ 18.20
ECE TEACHER AA DEGREE	\$ 14.00	Hourly	1.40	\$ 19.60
SUBSTITUTE TEACHER- BA DEGREE	\$ 14.66	Hourly	1.30	\$ 19.06
ECE TEACHER - BA DEGREE	\$ 14.66	Hourly	1.40	\$ 20.52
SUBSTITUTE TEACHER- MASTER'S DEGREE OR HIGHER	\$ 16.00	Hourly	1.30	\$ 20.80
ECE TEACHER - MASTER'S DEGREE	\$ 16.00	Hourly	1.40	\$ 22.40
SUBSTITUTE TEACHER ASSISTANT	\$ 12.00	Hourly	1.30	\$ 15.60
LONG TERM SUB PAY- (11+ Days, Retro Back to Day 1)	\$ 20.00	Hourly	1.295	\$ 25.90
ECE TEACHER - HS DIPLOMA	\$ 12.75	Hourly	1.40	\$ 17.85
CUSTODIAN SUBSTITUTE	\$ 12.00	Hourly	1.37	\$ 16.44
CAFETERIA ASSISTANT SUBSTITUTE	\$ 12.00	Hourly	1.37	\$ 16.44

2. Pricing for Hiring a Kelly Temporary Employee

If Customer hires an Assigned Employee before the Assigned Employee works 90 substitute days, Customer agrees to pay a placement fee upon hiring the Kelly Educational Staffing temporary employee to work in full- or part-time position of employment with the Customer. The placement fee is based on days worked. The fee schedule is set forth below.

1 – 60 days worked	0 % of annualized salary*
61 – 90 days worked	0 % of annualized salary
90+ days worked	Fee Waived

*Annualized salary based on the daily bill rate would be calculated as follows:

Total school days in a school year multiplied by the daily bill rate = annualized salary

The annualized salary calculation using hourly rates is calculated as follows:

Total school days in a year multiplied by the hourly bill rate multiplied by the number of hours per work day = annualized salary

KELLY SERVICES, INC.

SCHOOL BOARD OF CLAY COUNTY

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

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School Board of Clay County

June 30, 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
Fleming Island High	7/3-8, 2022	Tallahassee, FL	Band	Band Leadership development.
Fleming Island High	7/23-26, 2022	St. Augustine, FL	Dance	Dance Camp
Middleburg High	10/25-29, 2022	Indianapolis, IN	FFA	National FFA Convention
Middleburg High	9/9-11, 2022	Camp Blanding	NJROTC	Orienteering Training
Middleburg High	10/29/22	Blythe Island, GA	NJROTC	Orienteering Training
Middleburg High	12/9-10, 2022	Newman, GA	NJROTC	Orienteering Training
Oakleaf High	10/25-29, 2022	Indianapolis, IN	FFA	National FFA Convention
Oakleaf High	6/19-25, 2022	Milledgeville, GA	NJROTC	Leadership Training
Oakleaf High	6/27-7/1, 2022	Camp Blanding	NJROTC	Leadership Training
Orange Park High	11/19-21, 2022	Ft. Lauderdale, FL	Band	To perform and receive constructive feedback from a panel of highly qualified adjudications.

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

📎 [June 30 \(July 2022\) Student Travel.pdf](#)

DRAFT

SCHOOL DISTRICT OF C
FIELD TRIP REQUEST

1. School Requesting: FLHS
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*: 7/3 - 7/8/22 Destination*: Tallahassee PSU
5. Group Taking Trip: BAND Leadership
6. If using private vehicles, list approved driver(s): Personal Parents
7. Educational Value of Field Trip: Development of leadership
8. Supporting Florida Standards Benchmark(s) with Narrative(s): Band leadership skills for marching band
9. Number of Students*: 5 Number of Chaperones*: (parents)
10. Cost Per Student: 0 Budget Code or Source to be charged: 2100
(Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: 7AM Returning Time*: 6PM

*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):

<u>[Signature]</u>	<u>5/20/22</u>
Teacher, Team Leader, Department Head, Etc.	Date
<u>[Signature]</u>	<u>5/26/22</u>
Principal	Date
<u>[Signature]</u>	<u>5/26/22</u>
Assistant Superintendent	Date
<u>[Signature]</u>	<u>6/3/22</u>
Superintendent	Date

(F)

SCHOOL DISTRICT OF CLAY COUNTY
FIELD TRIP REQUEST

1. School Requesting: FIHS
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 St.
4. Dates of Field Trip*: 7/23/22 Destination*: 7/26/22 - Aug
5. Group Taking Trip: FIHS Dance
6. If using private vehicles, list approved driver(s): Molly McNeill and Samatha MacPherson
7. Educational Value of Field Trip: FIHS dance camp. The Dance team has used this as a positive experience to learn and participate in this event. There are numerous life skills from time management and leadership.
8. Supporting Florida Standards Benchmark(s) with Narrative(s): _____

9. Number of Students*: 14 Number of Chaperones*: 2
10. Cost Per Student: 500(475) Budget Code or Source to be charged: 4036
(Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: 9:00am Returning Time*: 6:00pm

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

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

Bus Requisition Number(s): _____

Molly McNeill
Teacher, Team Leader, Department Head, Etc.
Thomas Smith
Principal
[Signature]
Assistant Superintendent
[Signature]
Superintendent

6/15/2022
Date
6/15/22
Date
6/15/22
Date
6/15/22
Date

(57)

June 30, 2022

SCHOOL DISTRICT OF CI

FIELD TRIP REQUEST

1. School Requesting: MHS
2. Transportation (Check One):
 School Bus(s) _____ Private Vehicle(s) _____ Commercial Carrier X Other X
 If Commercial Carrier or Other, please state type: Flying & Rental car
3. Trip(s) Overnight: Yes No _____ Trip(s) Out-of-State: Yes No _____
4. Dates of Field Trip*: 10/25-29/22 Destination*: National FFA Convention Indianapolis, IN
5. Group Taking Trip: FFA
6. If using private vehicles, list approved driver(s): _____
7. Educational Value of Field Trip: Students will network with colleges, ag professionals, and other FFA members from across the nation. Attend agricultural tours & trade show. Recieve national award.
8. Supporting Florida Standards Benchmark(s) with Narrative(s): Demonstrate human relation skills. Plan for career goals & implement. Identify employability skills for specific careers. Identify
9. Number of Students*: 8 Number of Chaperones*: 3
10. Cost Per Student: _____ Budget Code or Source to be charged: 4031-FFA
 (Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: 10/25 - 8 AM Returning Time*: 10/29 - 7 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

 Date: 5/23/22

 Date: 3/23/22

 Date: 5/31/22

 Date: 6/3/22

 Date: _____



Middleburg FFA Travel Social Distancing Protocol

Departing School and Traveling:

1. Students will be monitored for health before travel. Under the weather students will be kept home. Advisors will verbally screen students as well.
2. Students will work to maintain 6 feet for social distancing.
3. Florida FFA requires students to sign a waiver stating that they have not been in contact with someone who has been diagnosed with COVID in the past 14 days or exhibited symptoms themselves.

Overnight Stay in Hotel:

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.
3. We will be following Florida FFA COVID protocol.

Food:

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

SCHOOL DISTRICT OF CLAY COUNTY

FIELD TRIP REQUEST

- 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: Parents will take cadets
- 3. Trip(s) Overnight: Yes No _____ Trip(s) Out-of-State: Yes _____ No
- 4. Dates of Field Trip*: 9-11 Sep Destination*: CAMP Blanding
- 5. Group Taking Trip: NJROTC
- 6. If using private vehicles, list approved driver(s): _____
- 7. Educational Value of Field Trip: ORIENTEERING Training
- 8. Supporting Florida Standards Benchmark(s) with Narrative(s): _____
- 9. Number of Students*: 5 Number of Chaperones*: 1
- 10. Cost Per Student: _____ Budget Code or Source to be charged: NJROTC
 (Example: Internal Accounts, 5100.0331, Athletic Departments)
- 11. Departure Time*: 1700 Returning Time*: 1400

*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

6/1/22
 Date
6/1/22
 Date
6/15/22
 Date
6/15/22
 Date

7



Clay County NJROTC Event & Field Trip Precautions

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

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

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

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

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

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

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

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

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

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

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

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

Mike Lee
CDR, USN (Ret)
MHS NJROTC SNSI

SCHOOL DISTRICT OF CLAY COUNTY

FIELD TRIP REQUEST

1. School Requesting: MHS

2. Transportation (Check One):
School Bus(s) _____ Private Vehicle(s) _____ Commercial Carrier _____ Other X _____
If Commercial Carrier or Other, please state type: Rental Van

3. Trip(s) Overnight: Yes _____ No X Trip(s) Out-of-State: Yes X No _____

4. Dates of Field Trip*: 29 Oct 22 Destination*: Blythe Island GA

5. Group Taking Trip: NJROTC SAT

6. If using private vehicles, list approved driver(s): _____

7. Educational Value of Field Trip: Orienteering Training

8. Supporting Florida Standards Benchmark(s) with Narrative(s): _____

9. Number of Students*: 15 Number of Chaperones*: 1

10. Cost Per Student: _____ Budget Code or Source to be charged: NJROTC
(Example: Internal Accounts, 5100.0331, Athletic Departments)

11. Departure Time*: 0700 Returning Time*: 1500

*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.

6/1/22
Date

[Signature]
Principal

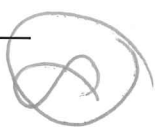
6/1/22
Date

[Signature]
Assistant Superintendent

6/15/22
Date

[Signature]
Superintendent

6/15/22
Date



SCHOOL DISTRICT OF CLAY COUNTY

FIELD TRIP REQUEST

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: Rental Vans
3. Trip(s) Overnight: Yes No _____ Trip(s) Out-of-State: Yes No _____
4. Dates of Field Trip*: 9-10 Dec 22 Destination*: Newman GA
5. Group Taking Trip: NJ ROTC
6. If using private vehicles, list approved driver(s): _____
7. Educational Value of Field Trip: Orienteering Meet
8. Supporting Florida Standards Benchmark(s) with Narrative(s): _____
9. Number of Students*: 12 Number of Chaperones*: 2
10. Cost Per Student: _____ Budget Code or Source to be charged: NJ ROTC
 (Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: 0800 Returning Time*: 2200

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

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

Bus Requisition Number(s): _____

 Teacher, Team Leader, Department Head, Etc.

 Principal

 Assistant Superintendent

 Superintendent

6/1/22

 Date
6/1/22

 Date
6/15/22

 Date
6/15/22

 Date



ADMINISTRATIVELY APPROVED
PENDING BOARD APPROVAL
June 30, 2022

SCHOOL DISTRICT OF
FIELD TRIP REQUEST

Copy form attached.

1. School Requesting: OHS
2. Transportation (Check One):
 School Bus(s) _____ Private Vehicle(s) _____ Commercial Carrier _____ Other
 If Commercial Carrier or Other, please state type: flying
3. Trip(s) Overnight: Yes No _____ Trip(s) Out-of-State: Yes No _____
4. Dates of Field Trip*: 10/25 - 10/29/22 Destination*: National FFA Convention
Indianapolis, ID
5. Group Taking Trip: FFA
6. If using private vehicles, list approved driver(s): _____
7. Educational Value of Field Trip: Students will network with colleges, students, ag professionals from across the country. Students will attend ag tours. Students will attend trade show.
8. Supporting Florida Standards Benchmark(s) with Narrative(s): Demonstrate human relation skills. Implement a plan for career goals. Identify employability skills for specific careers. Identify key leaders in the FFA organization.
9. Number of Students*: 8 Number of Chaperones*: 3
10. Cost Per Student: _____ Budget Code or Source to be charged: 4031
 (Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: 10/25 - 8 AM Returning Time*: 10/29 - 7 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):

<u>[Signature]</u>	<u>5/23/22</u>
Teacher, Team Leader, Department Head, Etc.	Date
<u>[Signature]</u> Kmosley-CTE	<u>5/24/22</u>
Principal	Date
<u>[Signature]</u>	<u>5/27/22</u>
Assistant Superintendent	Date
<u>[Signature]</u>	<u>6/3/22</u>
Superintendent	Date

(1)

ACTIVITIES & EVENTS

VIRTUAL

ALUMNI & SUPPORTERS

EXPO & SHOPPING MALL

EXHIBITORS

FAQ

Join us in Indianapolis!

The 95th National FFA Convention & Expo is Oct. 26-29, 2022.

Important Dates

Registration

Wednesday, Sept. 14, 6 p.m. EDT

Early Bird Registration Opens

Wednesday, Oct. 5, 8 p.m. EDT

Standard Registration Opens

Housing

Wednesday, May 11, 6 p.m. EDT

Housing Opens

Thursday, Sept. 8

Last day to cancel a housing reservation with no penalty.

Wednesday, Sept. 28, 5 p.m. EDT

Housing Closes

HOME

SCHEDULE

PLANNING

<https://convention.ffa.org>

2/6

ACTIVITIES & EVENTS

VIRTUAL

ALUMNI & SUPPORTERS

EXPO & SHOPPING MALL

EXHIBITORS

FAQ

2021 Results & Highlights

2021 AWARD RESULTS 📄

RADIO INTERVIEWS 🎧

Video Replays

- Highlights & Clips
- Sessions
- Delegate Business
- Finals Hall
- Awards Recognition Programs
- National FFA on YouTube

The National FFA Convention & Expo is all about growing the next generation of leaders. No matter where you are in FFA, you'll find inspiration and direction to become a leader and influencer, ready to make an impact. During this event, find out who you are, who you want to become and how you can change how the world grows.



HOME

SCHEDULE

PLANNING

<https://convention.ffa.org>

ACTIVITIES & EVENTS

VIRTUAL

ALUMNI & SUPPORTERS

EXPO & SHOPPING MALL

EXHIBITORS

FAQ

The 94th National FFA Convention & Expo is approved for listing by the National Association of Secondary School Principals.

NATIONAL

DAYS of SERVICE

Put your leadership into action and be a part of the FFA National Days of Service in October.

VIRTUAL

FFA BLUE ROOM

Experience the convergence of agriculture, technology and engineering.

Get the official tee

HOME

SCHEDULE

PLANNING

<https://convention.ffa.org>

4/6

DRAFT

NEWS RELEASE



Contact: Ronnie Simmons, Executive Director
Ronnie.Simmons@flaffa.org

Headline

GAINESVILLE, Fla. – Florida FFA is pleased to announce the selection of “Florida’s Finest” FFA Chapters. The selection of these chapters is based upon the completion of the National Chapter Award program application. These chapters have excelled in the areas of growing leaders, building communities and strengthening agriculture and have worked hard to fulfill the mission and vision of the FFA. These chapters will be recognized during 94th Florida FFA State Convention & Expo to be held at the Caribe Royale Resort in Orlando this summer.

Those chapters who have been named Florida's Finest in alphabetical order are:

Apopka	Ft. White	Orlando Colonial
Bell	Ft. White Middle	Palmetto
Bartow Middle	Jay	Robert Morgan
Beulah Middle	Keystone Heights	Santa Fe
Branford	Keystone Heights Middle	Sneads
Branford Middle	Lake Asbury	South Sumter
Bradford	Lake City Middle	Steinbrenner
Cottondale	Lakewood Ranch	Tate
Cottondale Middle	Marshall Middle	Turkey Creek
Deane Bozeman	Middleburg	Wilkinson Middle
Deltona	Mount Dora	Williston Middle
Dixie	North Marion	
Durant	Oakleaf	

ABOUT THE FLORIDA FFA STATE CONVENTION & EXPO

The annual state FFA convention and expo is the highlight of Florida FFA’s year. Nearly 5,000 FFA members, advisors, administrators, alumni, parents and industry partners come together to celebrate the achievements won by the past and present generations of agriculturalists, while continuing to develop their potential for premier leadership, personal growth and career success. Attendees will be inspired and motivated to take pride in our industry, serve our communities, and become leaders of the next generation.

FLORIDA FFA ASSOCIATION

5600 SW 34th Street | Gainesville, Florida 32608
P: 352-378-0060 | F: 352-378-6061 | www.floridaffa.org

#FLAFFA22



While at the convention, FFA members and guests will experience motivational speakers, award presentations, exciting exhibits, challenging Career and Leadership Development Events, and plenty of entertaining activities. Attendees can take a stroll through the Florida FFA Expo in search of the perfect career connection, attend a workshop to brush up on those leadership skills, or simply interact and share ideas with FFA members and advisors from across the state.

ABOUT THE FLORIDA FFA ASSOCIATION

The Florida FFA Association is a premier youth, leadership organization with nearly 30,000 middle and high school student members - as part of over 300 local FFA chapters across the state. FFA members participate in nearly 50 leadership and career development events each year. The FFA mission is to make a positive difference in the lives of students by developing their potential for premier leadership, personal growth, and career success through agricultural education.

The Florida FFA Association is a resource and support organization that does not select, control, supervise or approve local chapter or individual member activities except as expressly provided for in the Florida FFA Association Constitution and Bylaws.

The Florida FFA Association affirms its belief in the value of all human beings and seeks diversity in its membership, leadership and staff as an equal opportunity employer.

THE AGRICULTURAL EDUCATION MISSION

Agricultural education prepares students for successful careers and a lifetime of informed choices in the global agriculture, food, fiber and natural resource systems.

THE FFA MISSION

FFA makes a positive difference in the lives of students by developing their potential for premier leadership, personal growth and career success through agricultural education.

For more information about Florida FFA and agricultural education, visit floridaffa.org.

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For more information about Florida FFA and agricultural education, visit floridaffa.org.

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SCHOOL DISTRICT OF CLAY COUNTY

FIELD TRIP REQUEST

- 1. School Requesting: OHS Olete
- 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*: 6/19/22 - 6/25/22 Destination* Georgia Military College
M. Dokeville, GA
- 5. Group Taking Trip: WJ, ROTC
- 6. If using private vehicles, list approved driver(s): _____
- 7. Educational Value of Field Trip: Leadership Training - again - allowed
to participate per full PDTC implementation
- 8. Supporting Florida Standards Benchmark(s) with Narrative(s): _____
- 9. Number of Students*: 4 Number of Chaperones*: _____
- 10. Cost Per Student: 250.00 Budget Code or Source to be charged: _____
(Example: Internal Accounts, 5100.0331, Athletic Departments)
- 11. Departure Time*: _____ Returning Time*: _____

*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

6-7-22
 Date
6-7-22
 Date
6/15/22
 Date
6/15/22
 Date

109

LT Williams from OPHS will be providing a chartered bus to take Cadets from Clay, Duval, and St John County who are attending LA. ~~Parents will be dropping their Cadets off at Camp Blanding,~~

DRAFT



DEPARTMENT OF THE NAVY
NAVAL JUNIOR RESERVE OFFICER TRAINING
CORPS (NJROTC) AREA TWELVE MANAGER
BOX 152, NAVAL AIR STATION
JACKSONVILLE, FL 32212-0125

1000
Ser AM12/032
11 Apr 22

From: Area Twelve Manager, Navy Junior Reserve Officer Training Corp
To: Area Twelve Senior Naval Science Instructors

Subj: AREA TWELVE LEADERSHIP ACADEMY 2022

Encl: (1) Cadet Data/Checklist with Cadet Statement of Agreement
(1a) Cadre Data/Checklist with Cadre Statement of Agreement
(2) Health Risk Screening Factor Sheet
(3) NJROTC Standard Release
(4) Agreement of Indemnity
(5) Cadet and Cadre Recommended & Required Equipment
(6) AM's Letter to Parents/Guardians

1. Enclosures (1) through (6) are forwarded as information regarding the forthcoming NJROTC Area TWELVE Leadership Academy in June 2022. Please be sure to only use the current, provided, enclosures. Bars in the margin indicate major changes to this LOI. Any further updates will be posted to the instructor only Area 12 shared drive. Instructors are encouraged to view the site frequently.

2. Leadership Academy will be held at Georgia Military College, Milledgeville, Georgia from 19-25 June 2022. This academy's goal is to expand on the leadership skills learned at the unit. Cadets will receive a week long lesson in advanced leadership and will return to the unit ready to be a platoon commander or higher. They should arrive with a mindset of learning, not showing what they already know. They will be challenged with new ideas and scenarios. At times they will lead other cadets; but mostly they will follow other cadets. They need to be aware and accepting of that fact. This year, we will have 8 platoons with one of them being a CO/XO platoon (A4). CO/XO platoon is designated for cadets who have a legitimate medical concern that prohibits them from physical training although they are top notch, leadership potential cadets. See more detailed information below. There are 20 Cadre billets, with four designated as Admin Cadre. Cadets should be specifically nominated for Admin Cadre billets. All packets including cadre, LA candidates, and alternates will be accepted via the Google Classroom, MULTI PAGE PDF FILES ONLY. Do not send packages via email, and do not upload 15-20 jpeg files in the Google Classroom. These will be immediately rejected. Do not send packets via snail mail. Finally, **do not send enclosures (4), (5) or (6) with the package.** These are for your use in preparing your cadets.

3. Hairstyles: Cadets will arrive with hairstyles that are Personnel Inspection (PI) ready, regardless of arriving in PT gear. If the hairstyle is not acceptable the cadet will get back in the vehicle and go home with no refund. This is a caution to males and females! High and tight cuts for males and low profile natural color for the females. No excessive extensions, faddish buzz cuts, or asymmetrical styles allowed for females. Females are reminded that "Will not exceed three inches from the scalp or extend beyond the width of the back of the head."

Note: Ponytails are not authorized at LA.

4. Physical Fitness: The PT test will be held on Monday morning. All failures will go home that afternoon. Units which have failures will not get additional seats the following year; only the allocated spots based on enrollment.

a. PRT standards in pushups and sit ups are the SATISFACTORY level for their

age group. Run times/standards will be from the SATISFACTORY times for their age. Each cadet will be tested within 30 days prior to Leadership Academy. This will be recorded on CDMIS for future review. If they cannot pass this PRT, they must be replaced with an alternate.

- b. Make sure your cadets are aware of their minimums, brief them personally.
- c. The **Senior Naval Science Instructor is responsible for preparing the cadet** for LA prior to submitting the package and to ensure the cadet has passed the PRT prior to attending LA.

5. Cadre. Cadre are high performing LA graduates with a proven record of effectiveness who will serve as platoon mentors and assist the Platoon Advisors as needed. They will receive advanced leadership training in preparation for 'Top 3' positions (although Top 3 is not guaranteed). Cadres are likely to be in college soon and are therefore looked at as 'soon to be' scholarship applicants. This week's secondary purpose is to evaluate their leadership potential as scholarship applicants. There will be one male and one female cadre per platoon and two male and female admin cadre. Platoon Advisors and Cadre will arrive on 19 June 2022. Cadre will arrive NET 1400 and NLT 1600 or with their Platoon Advisor. Cadres will not be allowed to drive to or from Leadership Academy under any circumstances. The cost is **\$250.00** for each cadre which should be paid upon selection.

- a. The period for **Cadre nominations is 19 Mar 22 to 15 Apr 22.** Instructors nominate cadre via the Google Form. A link will be emailed. Then, the instructor will send a complete cadre packet via multi-page pdf file through email. Cadre candidates must submit enclosures (1a), (2), (3), (4), and a current full physical (in that order). Note: Cadre nomination packets include 5 items. Enclosure (3), the NJROTC Standard Release Form (CNET 5800/4 Rev 1-00) must be signed by a parent or guardian indicating current medical insurance (private or unit insurance is acceptable). The physical (all 3-5 pages of the physical) must be less than one-year-old and remain valid throughout LA dates. A sports physical will suffice. Copies of unit local standard release forms will not be accepted; you **MUST** use the enclosed CNET Form 5800-4. By May 16th, units will be notified of any additional quotas. All cadres must be cleared by the Area Manager prior to their arrival at Leadership Academy. SNSIs are required to monitor the status of their cadre nominations via the Google Drive. A link will be sent via email.

6. LA Candidates. LA candidates are top performing, rising NS2, NS3, or NS4 cadets who show potential to fill leadership positions such as Platoon Commander, Admin Officer, Supply Officer, Operations Officer, Drill Team Commanders, etc. All cadets who are candidates for Leadership Academy must be cleared by the Area Manager prior to their arrival at Leadership Academy. NS1 cadets require Area Manger's specific written approval to attend Leadership Academy. **It is highly unlikely that an NS1 cadet will be approved.** Only NS1 cadets who completed their sophomore year or higher will be considered. NS1 waivers must be addressed early or the unit risks losing a slot to fully qualified alternate. Suggest a phone call to the AM as soon as a potential NS1 is considered. Cadets completing their freshman year are not eligible.

- a. For cadets applying to attend Leadership Academy, enclosures (1), (2), (3), (4), and a current full physical (all 3-5 pages); In that order. All packets are due to the Area Manager by 19 Apr 21. Note: LA Candidate nomination packets include 5 items. Enclosure (3), the NJROTC Standard Release Form (CNET 5800/4 Rev 1-00), must be signed by a parent or guardian indicating current medical insurance (private or unit insurance is acceptable). **The physical must be less than one-year-old and remain valid throughout LA dates.** A sports physical will suffice. Copies of unit local standard release forms will not be accepted. The enclosed CNET Form 5800-4 must be utilized.

- b. Units requesting additional quotas must have their extra cadets' paperwork complete at this time also. **Units are limited to two alternates.** Alternate selection should be carefully considered. Due to birthing limitations, alternates will be

selected based on gender. You may not be able to substitute a male for a female or vice versa once room assignments have been made. If the unit has more than two, the package is to be held at the unit until the Area Manager asks for the package. Dates are firm. Please, DO NOT nominate alternates who are not qualified and ready to attend. If an alternate cadet is selected and they are offered a slot within 21 days of Leadership Academy and they are "not ready" any paid fees will be forfeited and the unit will not get an extra slot next year. Fees for alternates should be paid as soon as the selection is made (separate check from primaries).

c. Units are encouraged to submit alternates on the live sheet, but you must keep your alternate list current.

d. Application receipt and the administrative clearance list will be maintained electronically on the Google Drive. As packages are received and later processed for completion, the notes section will be updated. This is a laborious process so don't be surprised if it takes several days for packets to be processed. Check it DAILY!

e. Cadets not administratively cleared on the live sheet will not be allowed to participate. If they are not highlighted in green on the live sheet, they will be immediately sent home with NO reimbursement of fees. Each cadet who fails the PRT will be sent home with NO reimbursement of fees. Make sure we have a recall number for the Senior Naval Science Instructor (NSI if the SNSI is working the event), who is fully responsible for cadet pickup should they fail the PRT, academics etc. Parents will not be allowed to pick up their cadets (except in the case of medical drops); it MUST be an instructor.

10. CO/XO Platoon. The CO/XO Platoon, A4, will be comprised of 20-22 cadets who have displayed leadership potential but who have not been medically cleared to participate fully. This includes cadets who have been cleared by a doctor but who have asthma since asthma is a disqualifier per Navy regulations. Examples of CO/XO Platoon candidates include asthma, minor joint injuries (not knees or ankles), back problems, etc. These cadets are being offered a chance to participate in most LA events but will not be required to pass the PRT. Reminder: Georgia Military Academy has several stories of stairs, hills, and is a large campus. Cadets will be required to walk, march, and take stairs continuously throughout each day. Each candidate for CO/XO platoon will complete all application requirements listed for LA candidates and will require specific clearance from the AM. SNSIs are encouraged to be upfront about medical issues and ensure explanations are documented on the HRSF, Standard Release, and the physical. Any discrepancies between these 3 documents could warrant disqualification. The AM will make every attempt to accommodate cadets in the CO/XO platoon. Instructors will hand write the condition that requires the cadet to be in the CO/XO platoon at the top of the Cadet Data Form to indicate the special status and to trigger the attention of the Area Manager. All other requirements outlined in section 9 of this LOI apply to CO/XO Platoon candidates.

11. LA Cadets and CO/XO Cadets: Cadet check-in is from 1300-1600 (firm) on 19 June 2022. **Cadets should arrive in proper unit PT gear with haircuts and styles well within regulation.** No shorty shorts, no piercings outside of Navy regulations, and no excessive hair extensions! Refer to the Navy Uniform Regulations for any questions, more conservative is better. If your cadet is 'close' leave them home! Cadets who truly want to participate and graduate will be willing to get the proper hair style.

a. **Graduation is on 2 June 2022 at 0800 sharp.** Parents are encouraged to attend the ceremony. We recommend they arrive 30 minutes early and follow the AREA 12 NJROTC signs for parking. This will be a Pass in Review to be held outdoors. Please inform your parents.

b. Cost will be \$400.00 per cadet. Ensure the checks are made payable to: NJROTC Area-12 and mailed to the Area Manager. Units are required to collect the money from your cadets and send payment for all of your cadets in one unit or school

check. Do not send personal checks for Cadets LA payment.

c. Cadets will not be allowed to drive themselves to or from Leadership Academy under any circumstances.

12. Instructors: Will be required to pay **\$250.00** each which will be reimbursed through an iRapt claim. An authorization letter will be published via email authorizing reimbursement of the \$250.00 plus roundtrip mileage. Instructors should print a MapQuest of the round trip to be used as part of the WAWF claim. In cases where two instructors from any same unit attend, they should either ride together or agree to split the mileage as only one vehicle will be funded.

13. Quotas: Cadet quotas are first based on unit enrollment from the February report. Since Georgia Military Academy has less capacity than previous Las, the quotas are lower than before. A separate message will be sent out detailing each unit's quotas. Roughly, each unit will gain 1 quota for every 50 cadets. Then, an additional quota for each unit that an instructor volunteers as a class instructor or Platoon Advisor. As in previous years, units may pick up additional quotas as other schools decline or disqualify their cadets.

14. Tracking: requirements will be maintained on the Google Drive live sheet as in years past. The instructors shall input the names of primary and alternate candidates. All instructors are encouraged to check it daily for changes and updates. Be aware of the multiple tabs and their purposes. Each tab should be updated by the unit and the Area 12 office. This is a means of two-way communication that should alleviate missed emails. Changes and information supplemental to this LOI will be posted on the Area 12 private web site. This means of one-way communication should also minimize missed emails. These efforts at maintaining clear communication and collaboration should be maximized by all parties with a stake in Leadership Academy.

15. Applicable links: [LA 2022 GMC First Year Shared Drive](#) .


Johnathan D. Shaw

SCHOOL DISTRICT OF CLAY COUNTY

FIELD TRIP REQUEST

1. School Requesting: CHS - 01061
2. Transportation (Check One):
 School Bus(s) _____ Private Vehicle(s) _____ Commercial Carrier _____ Other
 If Commercial Carrier or Other, please state type: Parent Drop Off
3. Trip(s) Overnight: Yes No _____ Trip(s) Out-of-State: Yes _____ No
4. Dates of Field Trip*: 6/27/22 - 7/1/22 Destination*: Camp Banding
5. Group Taking Trip: CHS NJ ROTC
6. If using private vehicles, list approved driver(s): _____
7. Educational Value of Field Trip: Leadership training - credits must attend, parent drop off, paid for by ROTC now that they are a full NJ ROTC program
8. Supporting Florida Standards Benchmark(s) with Narrative(s): _____
9. Number of Students*: 15 Number of Chaperones*: _____
10. Cost Per Student: 180.00 Budget Code or Source to be charged: _____
 (Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: 6:00 arrival Returning Time*: 11am departure

*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

6-7-22
 Date
6/7/22
 Date
6/15/22
 Date

110



Camp Blanding BLT

5629 FL-16, Starke, FL 32091

772-643-3290

Peterson.Bob.snsi@NavyJROTC.us

March 8, 2022

Subj: CAMP BLANDING NJROTC BASIC LEADERSHIP TRAINING (BLT) CAMP

- Encl: (1) Letter of Instruction
(2) Medical Release and Cadet Data Form
(3) Camp Blanding Waiver Form (**Also required for all adult instructors attending.**)
(4) Counter Drug OPS Waiver (For Obstacle Course)
(5) Health Risk Screening Form
(6) School Athletic Physical Form (Any other form is OK.)
(7) Required and Optional Packing Checklist
(8) Directions to Camp Blanding
(9) Cadet Staff Application (if applying for a cadre position)

1. Ridgeview High School and Cairo High School will host a Basic Leadership Training Course at Camp Blanding from Monday, 27 June to Friday 1 July. Training and activities will include Naval Science Studies, Drill, Uniform Prep and Inspection, the Leadership Reaction Course, an Obstacle Course, a Marksmanship Familiarization Fire, Canoeing, a tour of the Camp Blanding Museum, and Orienteering. The staff will consist of Naval Science Instructors, volunteers and a cadre of senior NJROTC Cadets who will lead, conduct training, and mentor participants. You may send up to 2 cadets with no chaperone. For 3 or more cadets an instructor or experienced chaperone must also attend to help provide supervision of all activities. Lodging and food is provided at no cost to instructors, adult volunteers, and chaperones. Instructors in the local area can also commute if they so desire.

2. The cost for camp is \$180 per cadet trainee. **All paperwork and a non-refundable deposit of \$50 are required by April 30th. Full payment is due NLT 31 May.** Please do not use blue ink when filling out the forms, as it will not scan very clearly. Enclosures 2 through 7 should be turned in to the unit's instructor who will mail or scan all forms into **ONE** pdf and email. The instructor will also consolidate all of the fees and mail one school check to Ridgeview High School NJROTC, 466 Madison Ave., Orange Park, FL 32065. If the unit is sending only one or two cadets, then the parent can send in these form and a certified/cashier's check directly to Ridgeview High School NJROTC. We cannot accept any personal checks. All checks should be made out to "Ridgeview H.S. NJROTC." The BLT fee includes food, lodging, 2 BLT T-Shirts, PT Shorts, water bottle, and ball cap.

3. All cadet trainees report to camp on Monday evening, 27 June (Day ONE), between 1800 and 1900 (6 pm to 7 pm). Please do not arrive early, unless it has been pre-approved. Be sure cadets eat supper before they arrive because there will be no food served until the next morning. **All parents, family, and friends are invited to attend the Graduation Pass in Review and Awards Ceremony at 10:00 am on Friday 1 JUL (Day FIVE).** All cadets depart right after the ceremony NLT 1100 (11:00 am) unless special arrangements have been arranged for late parent pickup.

4. Enclosure (1) is the Letter of Instruction (LOI) which contains additional information including selection criteria, course completion requirements, tentative schedule of events, etc. Be sure to review the rest of this cover letter and LOI before submitting paperwork.
5. Enclosure (2) is a comprehensive Standard Release Form. Ensure the medical and dental accident insurance data is complete. Accident insurance is required, dental is not. The insurance company name, address, policy ID number, and telephone number are required. Enclosure (3) is the Camp Blanding Liability Waiver and must be completed by everyone, **including all adults**, attending the BLT. **The names of all non-military drivers dropping off cadets or coming the Pass in Review Ceremony must be provided at the bottom of Enclosure (3) or they cannot be admitted through the front gate.** Enclosure (4) is the Counter Drug OPS Waiver (for Obstacle Course), Enclosure (5) is the standard NJROTC Health Risk Screening Form which must be completed within the last 60 days prior to arrival, Enclosure (6) is the standard Florida high school athletic physical form. Any other similar physical form is acceptable. Recommend you keep the original and send in a copy. The physical exam must have been completed within the last year.
6. Enclosure (7) is a Packing Checklist. An inspection of all items will be held on the first day and cadets missing important required items may be sent home. **All cadet trainees should arrive wearing their Unit PT Gear.**
7. We are looking for 40 outstanding rising NS 3 and NS 4 cadets to serve on the BLT cadre staff. We are particularly looking for cadets who are Leadership Academy grads and/or BLT grads with solid leadership experience (or potential) in their units. The \$180 cost for cadet cadre is the same as cadet trainees. Cadre training will begin at 1300 on Monday 27 June (Day ONE). See Enclosure (8) for a cadet staff application. **The deadline for cadre applications is 20 April.**
10. BLT is physically, emotionally, and mentally demanding. Cadets must come prepared for physical activity from the outset. A well-conditioned cadet will have an easier time at BLT. All cadets who come prepared and with a positive attitude will have fun and enjoy a very worthwhile learning experience. Participation in BLT is voluntary and on a first come, first served basis. Space is limited so get your paperwork in early. This is an opportunity to get ahead in the NJROTC program and for everyone to have some fun.

Best regards,



LCDR Robert Peterson, USN (Ret.)
Senior Naval Science Instructor
Navy Junior ROTC Unit
Ridgeview High School
466 Madison Avenue
Orange Park, FL 32065
772-643-3290 (cell)
Email: Peterson.Bob.SNSI@NavyJROTC.US

LT Williams from OPHS will be providing a chartered bus to take Cadets from Clay, Duval, and St John County who are attending LA. Parents will be dropping their Cadets off at Camp Blanding,

DRAFT

SCHOOL DISTRICT OF CLAY COUNTY

FIELD TRIP REQUEST

1. School Requesting: Orange Park High School

2. Transportation (Check One):
School Bus(es) _____ Private Vehicle(s) _____ Commercial Carrier Other _____
If Commercial Carrier or Other, please state type: Annett Bus Lines

3. Trip(s) Overnight: Yes No _____ Trip(s) Out-of-State: Yes _____ No

4. Dates of Field Trip*: 11/19/22 - 11/21/22 Destination*: DKV Pnk Stadium (Ft. Lauderdale FL)

5. Group Taking Trip: Marching Band

6. If using private vehicles, list drivers you wish to designate as Agents of the Board and attach the necessary Agent of the Board form. N/A

7. Educational Value of Field Trip: To perform and receive constructive feedback from a panel of highly qualified adjudicators. To watch other ensembles from across the state perform.

8. Supporting Florida Standards Benchmark(s) with Narrative(s): MU.912.S.3.5 - Develop and demonstrate proper instrumental technique; MU.912.O.3.2 - Interpret and perform expressive elements indicated by musical score; MU.912.C.1.1 - Apply listening strategies to promote appreciation and understand

9. Number of Students*: 80 Number of Chaperones*: 8-10

10. Cost Per Student: \$ 150.00 Budget Code or Source to be charged: Band - 2100
(Example: Internal Accounts, 5100.0331, Athletic Departments)

11. Departure Time*: 8 AM (11/19/22) Returning Time*: 2 PM (11/21/22)

*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):

[Signature]
Teacher, Team Leader, Department Head, Etc.

5/31/22
Date

[Signature]
Principal

5/31/22
Date

[Signature]
Assistant Superintendent

5/15/22
Date

[Signature]
Superintendent

5/15/22
Date

Dear Clay County School Board Members,

The students and parents/guardians that are going on this trip are fully aware of all Clay County School Board policies and procedures. Students know that they are expected to follow all rules as if they were on campus in Clay County. Students and parents know that there will be consequences if their child is not in compliance with Clay County School Board policy. This has been clearly communicated and agreed upon by all parties involved.

Thank you for your continued support of the fine and performing arts!

DRAFT

Sincerely,



Brett Pikuritz

Director of Bands

Orange Park High School

brett.pikuritz@myoneclay.net

June 30, 2022 - Regular School Board Meeting

Title

C8 - 2022-2023 UNF Dual Enrollment Articulation Agreement

Description

A collaborative agreement between the University of North Florida and the School Board of Clay County for Dual Enrollment purposes. This agreement allows Clay County students to enroll in college courses on the UNF campus for both college credit and high school credit. This agreement outlines policies pertaining to Dual Enrollment and the roles and responsibilities of each entity.

Gap Analysis

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

Previous Outcomes

The purpose of entering an agreement with this institution is that several students from Clay County have enrolled in courses at UNF and, therefore, would qualify for Dual Enrollment. Students from the Oakleaf area, in particular, have been able to participate.

Expected Outcomes

One of the goals of Clay County is to increase the number of students who participate in academic accelerated programs - Dual Enrollment being one of those programs. However, it is expected that the number of students who will attend UNF will be minimal.

Strategic Plan Goal

The District will work closely with UNF in order to better advise students on the postsecondary opportunities available to all. Students who successfully pass a course earn acceleration points for their home schools while preparing themselves for college level work.

Recommendation

Approval of the 2022-2023 Dual Enrollment Agreement between University of North Florida and the School Board of Clay County. (This agreement is continual unless any changes or modifications need to be made).

Contact

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

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

Financial Impact

Approximately \$2500 - 100.5100730.9007.0000

Review Comments

Attachments

📎 [220151 UNF Dual Enrollment Articulation Agreement.pdf](#)

FOLLOW ALL PROCEDURES ON BACK OF THIS FORM

Contract # 220151
 Number Assigned by Purchasing Dept.



CONTRACT REVIEW

BOARD MEETING DATE:
 [REDACTED]
 WHEN BOARD APPROVAL IS REQUIRED DO NOT PLACE ITEM ON AGENDA UNTIL REVIEW IS COMPLETED
 Must Have Board Approval over \$100,000.00

Date Submitted: 5/26/22
 Name of Contract Initiator: Treasure Pickett Telephone #: 904 336 6918
 School/Dept Submitting Contract: K-12 Academic Serv Cost Center # 9007
 Vendor Name: UNF
 Contract Title: Dual Enrollment Articulation Agreement
 Contract Type: New Renewal Amendment Extension Previous Year Contract # 180104
 Contract Term: Continued until terminated, modified, or renewed - see T. 77
 Contract Cost: \$ 2500 (includes Addendum A)
 BUDGETED FUNDS - SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT
 Funding Source: Budget Line # 100, 5100730, 9007, 0000
 Funding Source: Budget Line # _____
 NO COST MASTER (COUNTY WIDE) CONTRACT - SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT
 INTERNAL ACCOUNT - IF FUNDED FROM SCHOOL IA FUNDS - SEND CONTRACT PACKAGE DIRECTLY TO SBAO

REQUIRED DOCUMENTS FOR CONTRACT REVIEW PACKAGE (when applicable):

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

RECEIVED
 MAY 26 2022
 PURCHASING

RECEIVED
 6/02/2022
 SBAO

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

CONTRACT REVIEWED BY:	COMMENTS BELOW BY REVIEWING DEPARTMENT
Purchasing Department Review Date <u>5/27/22</u> B78	<u>Same as prior Contract 180104</u> <u>But Now this is EVERGREEN Contract.</u> <u>(Addendum A shall be issued annually)</u>
School Board Attorney Review Date <u>6/6/22</u> 23	
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: APPROVED DATE: 6/3/22
 Page 141 of 432

Dual Enrollment Articulation Agreement
Between School Board of Clay County and
The University of North Florida Board of Trustees

THIS AGREEMENT, hereinafter referred to as (“Agreement”), is entered into by and between the School Board of Clay County, hereinafter referred to as (“SBCC”) and The University of North Florida Board of Trustees, hereinafter referred to as (the “University”).

WHEREAS, the Commissioner of Education has encouraged enhanced articulation agreements among public schools, community colleges, and universities and has provided comprehensive guidelines for such agreements in Section 1007.271 (21), Florida Statutes; and

WHEREAS, the University and SBCC desire to enjoy a harmonious working relationship compelling enhanced articulation between the two entities thereby encouraging students to participate in an academically rigorous course of study and facilitating educational opportunities for students who are served by the two entities.

NOW, THEREFORE, BE IT RESOLVED that SBCC and the University agree to the following:

- A. **Ratification of articulation between the University and SBCC.** This Agreement replaces any existing agreements between SBCC and the University dealing with Dual Enrollment and/or articulation matters.
- B. **Parent and student notification process about student participation in the Dual Enrollment program.** SBCC shall inform all eligible secondary students and their parents of Dual Enrollment (as defined below) as an educational option and mechanism for acceleration, including eligibility criteria, and the process by which students exercise their option to participate in Dual Enrollment. This information shall be included annually in each high school’s curriculum guide, programs of study, student progression plan, and/or course catalog. The University shall work with Dual Enrollment high school contacts to provide information for their curriculum guides / progression plans / course catalogs.
- C. **Programs and courses available to students eligible for Dual Enrollment.** “Dual Enrollment” is the enrollment of an eligible secondary student or home education student in a postsecondary course creditable toward high school completion and a career certificate or an associate or baccalaureate degree. A student who is enrolled in postsecondary instruction that is not creditable toward a high school diploma may not be classified as a Dual Enrollment student. s. 1007.271(1), F.S.

Course Offerings: Dual Enrollment college credit courses are recommended to the State Board of Education by the State Articulation Coordinating Committee as meeting high school graduation requirements. The *Dual Enrollment Course – High School Subject Area Equivalency List* states the relationship between high school and college course subject areas and dictates the awarding of credit for said classes. This list is not a limit to the total number of Dual Enrollment courses that may be available at the University. Courses and programs may be added, revised, or deleted at any time by the University. All courses in the Statewide Course Numbering System, with the exception of remedial courses and physical education skills courses, can be used for Dual

Enrollment credit and count toward high school graduation, including electives. Physical education, college preparatory, and non-credit courses in addition to courses within selected limited access programs are excluded from this Agreement, as are courses with activities that presume an adult-level of maturity and personal responsibility such as study abroad. The Dual Enrollment Student may not be permitted to pay to take any college courses.

D. Process for students and their parents to elect to participate in the Dual Enrollment program.

Application procedure: To participate in the University / SBCC Dual Enrollment program, eligible students must be encouraged to first meet with their school's guidance counselor or school contact to confirm appropriate class standing; CPT, PERT, ACT, or SAT test scores; and GPA required for Dual Enrollment participation. Students will then create or access an existing account on the application [portal](#) and provide required documentation including test scores, an official transcript, and completed Dual Enrollment Application with all necessary signatures as soon as possible but no later than 30 days before the start of the intended semester. A complete application package is due to the University no less than 2 weeks before the beginning of the intended term at the University. Students are responsible for monitoring and complying with missing material request communications from the University. Application and registration deadlines will be strictly enforced.

Withdrawing from a Course: In order to ensure high school graduation is not compromised, Dual Enrollment students must coordinate all course withdrawal requests with their high school guidance counselor. The high school guidance counselor will then submit the necessary paperwork on the student's behalf to the University's Dual Enrollment Office for processing. All withdrawals must be completed by the University's withdrawal deadline. Dual Enrollment students who earn a "W" by withdrawing from a course will be subject to dismissal from the Dual Enrollment program. Withdrawal deadlines will be strictly enforced.

Weighting of Dual Enrollment: SBCC and the University will "weigh" Dual Enrollment courses the same as Advanced Placement, International Baccalaureate, and Advanced International Certificate of Education courses when grade point averages are calculated" (Section 1007.271, F.S.) UNF will weight accordingly for admissions purposes as well.

Grade Forgiveness: Students may not repeat Dual Enrollment courses that they earned a grade of "W," "D," or "F" in. All grades including "W" for withdrawal will become part of the student's permanent record.

E. Student eligibility requirements for participation in the Dual Enrollment program. An eligible public school student must: (1) be enrolled in a Florida public school, pursuant to s. 1007.271(2) F.S.; and (2) sign the public school Dual Enrollment application.

Students eligible for Dual Enrollment must have completed the sixth (6th) grade, have a 3.0 unweighted high school GPA, and have CPT, SAT, ACT, or PERT scores that meet state mandated minimums as follows:

CPT: 72 Elementary Algebra, 83 Reading Comprehension, and 83 Sentence Skills

SAT: 24 Math, 24 Reading, and 25 Writing

ACT: 19 Math, 19 Reading, and 18 English

PERT: 114 Math, 106 Reading, and 103 Writing

Continued Eligibility: To maintain eligibility for continued enrollment in college credit Dual Enrollment courses, students must maintain a 3.0 unweighted high school grade point average and a 2.5 college grade point average and must have continued approval by the SBCC Dual Enrollment contact or designee. Students who meet initial and subsequent eligibility criteria may become ineligible to participate in the Dual Enrollment program if the student is disruptive to the learning process such that the progress of other students or the efficient administration of the course is hindered. Additional requirements included in the Agreement may not arbitrarily prohibit students who have demonstrated the ability to master advanced courses from participating in Dual Enrollment courses. Dual Enrollment applications are valid on a semester-to-semester basis. Students must reapply for Dual Enrollment every semester. Prior acceptance into the program does not guarantee future acceptance.

F. Delineation of high school credit earned for the passage of each Dual Enrollment course.

Course Credit: Students enrolled in Dual Enrollment courses shall earn both high school credit from SBCC and college credit from the University if they meet the minimum requirements for satisfactory completion of such courses. Students who complete a three (3) or four (4) credit hour Dual Enrollment course at the University with a passing grade will earn at least one-half (1/2) elective credit towards the high school diploma and/or designated subject credit.

G. Process for informing students and their parents of college-level course expectations.

During the application process, SBCC will inform students of expectations including the fact that Dual Enrollment courses become part of a student's permanent college transcript and are calculated into the student's permanent postsecondary GPA.

H. Policies for procedures for determining exceptions to the required grade point averages on an individual student basis.

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

I. Registration policies for Dual Enrollment courses. After acceptance into the Dual Enrollment program, the Dual Enrollment Coordinator at the University will register public school students in specified Dual Enrollment courses. A completed application for each student is due to the University no later than 2 weeks before the beginning of the starting term per the University calendar. Application and registration deadlines will be strictly enforced.

Maximum Course Load: Dual Enrollment students may take a maximum of six (6) Dual Enrollment credit hours per term. The University offers Dual Enrollment courses only in the fall and spring terms.

- J. **Faculty expectations and exceptions thereof.** Faculty assigned to teach a University of North Florida Dual Enrollment course must meet the faculty credential requirements stipulated in the University of North Florida Faculty Employment policy (2.0310P) before being assigned as the instructor of record. The University will provide guidance on how to use the online portal, [myWings](#), for timely submission of student grades.

Non-Discrimination: The University shall not commit or permit discrimination or harassment on the basis of genetic information, race, color, religion, age, sex, disability, gender identity / expression, sexual orientation, marital status, national origin or veteran status in any educational, employment, social or recreational program or activity it offers.

Faculty evaluation: The appropriate University deans or their designee(s) will evaluate instruction and monitor student performance and student satisfaction in all Dual Enrollment classes using the same criteria for judging instructional quality as in effect in all classes offered at the University.

- K. **Student handbook expectations and exceptions thereof.** Dual Enrollment courses are college courses with comparable content and learning outcomes expected of all other college courses identified with the same statewide course prefixes and numbers without exception s.1007.271(6) F.S. The appropriate University Dean (or designee) and SBCC representatives will jointly craft and review a protocol for assessing and reporting the extent or degree of student learning on each of the individual learning outcomes / objectives. This protocol should distinguish between what students do in order to earn an overall grade and what students must achieve with respect to each individual learning outcome / objective in order to earn a certain score or rating on each learning outcome / objective.

Student Policies, Procedures, and Behavioral Expectations: Students enrolled in Dual Enrollment classes will be subject to the student policies and procedures of both SBCC and the University. Should a conflict be identified as a result of either institution's policies or procedures, SBCC and the University will notify each other of any infractions and will jointly resolve the conflict while providing due process for students.

Non-Discrimination: The University shall not commit or permit discrimination or harassment on the basis of genetic information, race, color, religion, age, sex, disability, gender identity / expression, sexual orientation, marital status, national origin or veteran status in any educational, employment, social or recreational program or activity it offers.

- L. **Determination of student eligibility and monitoring of student performance.**

High School Guidance Services: The School Board's guidance staff will maintain oversight and monitoring responsibility to ensure the meeting of high school graduation requirements remains the first priority. In addition, each high school's Dual Enrollment contact will check the unweighted GPA of Dual Enrollment students to confirm that GPA qualifications are met.

- M. **Student grades and records.**

Student grades: Dual Enrollment instructors are expected to submit student grades via [myWings](#) by term deadlines posted on the [UNF Academic Calendar](#).

Student Records: The University and SBCC agree to share student data consistent with the restrictions imposed by state and federal laws and statutes. The purpose of this sharing will be to inform students of educational opportunities, monitor academic achievement, measure program effectiveness and facilitate ongoing research. Each organization agrees to treat such shared student information as confidential and agrees not to release personally identifiable information to third parties, except as permitted by law.

FERPA: The parties acknowledge that many student educational records are protected by the Family Educational Rights and Privacy Act ("FERPA"), and that student permission must be obtained before releasing specific student data to anyone other than SBCC and the University. SBCC agrees to provide guidance to its representatives with respect to complying with FERPA. Both parties agree to maintain strict confidentiality of students' activities and their records in accordance to both parties' policies and procedures and applicable state and federal laws and regulations.

N. Delineation of cost.

Full-Time equivalency funding: SBCC shall be eligible for the FTE funding in accordance with Florida law and rules. For Dual Enrollment courses offered on the University campus and online, SBCC shall pay the standard tuition rate per credit hour from the Florida Education Finance Program (FEFP). SBCC will compensate SBCC personnel acting as Dual Enrollment adjunct faculty for the University as part of their regular teaching load at the high school campus. SBCC will compensate the University for the costs of University instructional personnel, per the current cost for part-time or full-time faculty instruction, who teach at the high school campus at SBCC request.

Add/Drop and Withdrawal Policy: Students may add or drop a course during the Add/Drop window denoted on the UNF Academic Calendar. SBCC will not be assessed tuition for students who drop a course during Add/Drop. After the conclusion of Add/Drop, students may withdraw from a course at any time prior to the University's withdrawal deadline published in the academic calendar. A grade of "W" will appear on the student's college transcript. Withdrawing from a course will not negatively impact the student's college academic standing; however, students who earn a "W" by withdrawing from a course will be subject to dismissal from the Dual Enrollment program. SBCC will be responsible for tuition for students who withdraw from a course after the conclusion of Add/Drop.

Funding Sources: F.S. 1007.271 (21)(n)(1) dictates that, when applicable, SBCC's payment to the institution will come from funds provided in the Florida Education Finance Program. For Dual Enrollment course instruction that does not take place on the University's campus and is not provided during the fall or spring term, SBCC may choose to, but shall not be required to, utilize alternative sources of funding. Any utilization of alternative sources of funding must be agreed upon in advance by both parties.

Student Fees: Any student enrolled in the Dual Enrollment program shall be exempt from the payment of textbook, registration, tuition, and laboratory fees. Students are responsible for other University fees (e.g. activity fees, parking fees, etc.) as applicable.

Instructional Materials: In accordance with s. 1007.271 F.S., instructional materials, including digital integrated course materials, for Dual Enrollment courses shall be made available to public high school students free of charge. Payment for required textbooks for classes conducted on the high school campuses or at the University will be through SBCC. All instructional materials, including tangible and digital, shall be the property of the governing board of the purchaser.

Payment of tuition: The University will send SBCC an invoice, in accordance with s.1007.271 F.S., of the student's standard tuition rate the business day following the University's final day of Add/Drop. SBCC will submit payment to the University no later than the week midterm grades post, according to the UNF Academic Calendar.

Payment of instructor salary: The University will send SBCC an invoice, in accordance with s. 1007.271 F.S., of the instructor's salary the business day following the University's final day of Add/Drop. SBCC will submit payment to the University no later than the week midterm grades post, according to the UNF Academic Calendar.

University address to send payment of invoice:

University of North Florida
Attention: University Controller
1 UNF Drive, Hicks Hall
Jacksonville, FL 32224

- O. **Student transportation.** Students will be responsible for providing their own transportation to and from Dual Enrollment courses taken at the University. SBCC is responsible for providing transportation for students taking Dual Enrollment courses at the high school site in accordance with current transportation guidelines of SBCC. The student is responsible for any fees or fines related to parking.
- P. **Accessibility Services and Resources.** The University does not discriminate on the basis of disability in admission or access to its programs or activities. The University's Student Accessibility Services (SAS) ensures that all students with disabilities have equal access to educational opportunities at the University of North Florida. Visit the SAS webpage for more information.
- Q. **Independent Contractor.** The relationship of the parties hereunder shall be an independent contractor relationship, and not an agency, employment, joint venture or partnership relationship. Neither party shall have the power to bind the other party or contract in the name of the other party. All persons employed by a party in connection with this Agreement shall be considered employees of that party and shall in no way, either directly or indirectly, be considered employees or agents of the other party.
- R. **Non-Exclusivity.** This Agreement shall not prevent either party from developing joint programs or contracting for specific instructional services with any other entity or agency.

- S. **Amendments and Modifications.** This agreement (i) contains the full and complete understanding between the parties hereto with respect to the subject matter hereof, (ii) supersedes all prior agreements and understandings whether written or oral pertaining thereto and (iii) cannot be modified or amended except by a written instrument signed by each party hereto. The Agreement is subject to all applicable Florida laws, rules and regulations and may be changed by the parties as a result of actions by the Florida Legislature, the Florida Department of Education, the Florida Board of Governors, the University of North Florida Board of Trustees, or the SBCC.
- T. **Term.** The Agreement shall be effective upon being signed by both parties and shall continue in full force until terminated, modified, or renewed. The Agreement shall be reviewed annually or as needed if modification is requested by either party. Pursuant to Section 1007.271(21) F.S., the parties shall cooperate to review this Agreement annually in the fall term. This Agreement may be terminated by either party without cause by giving 60 days written notice of termination, provided, however, that the Agreement shall remain in effect as to courses students are then taking for the duration of the courses then in progress. Any provisions of this Agreement found by a court of competent jurisdiction to be void or unenforceable shall not affect the validity or enforceability of any other provisions hereof. Both parties agree to review / revise the agreement if impacted or altered by enacted legislative changes.
- U. **Choice of Law and Venue.** This Agreement shall be governed by and construed in accordance with the laws of the State of Florida applicable to contracts entered into and to be fully performed therein, without reference to conflict of laws principles. In the event any suit, action or proceeding is brought by either party with respect to this Agreement, such action, suit or proceeding shall be brought in a Florida state court located in Duval County, Florida or in the United States District Court for the Middle District of Florida, Jacksonville Division, as the party bringing the suit, action or proceeding may elect and both parties hereby accept and submit to the exclusive jurisdiction of such courts for the purpose of any such action, suit, or proceeding. In addition, both parties hereby irrevocably waive, to the fullest extent permitted by law, any objection that they may now or hereafter have to the laying of venue of any suit, action or proceeding arising out of this Agreement or any judgment entered by any court in respect of any part thereof brought in the State of Florida and hereby irrevocably waive any claim that any suit, action or proceedings brought in Duval County, Florida, has been brought in an inconvenient forum. Nothing contained in this Agreement shall be construed or interpreted as (1) denying to either party any remedy or defense available to such party under the laws of the State of Florida; (2) the consent of the State of Florida or its agencies and public bodies corporate to be sued; or (3) a waiver of sovereign immunity of the State of Florida beyond the waiver provided in Section 768.28 F.S.
- V. **Transfer Guarantees.** The Department of Education's Dual Enrollment Transfer Guarantees document is available at <https://www.fldoe.org/policy/articulation/dual-enrollment-agreements.shtml>.
- W. **Participants and Combining Classes.** Dual Enrollment course taught online or on a high school campus may not be combined with any noncollege-credit high school course. Participation in any Dual Enrollment course is limited to admitted applicants only.

IN WITNESS THEREOF, the parties have executed this Agreement on the date and by testament of the signatories below.

SCHOOL BOARD OF CLAY COUNTY

_____ Date _____
David Broskie
Superintendent

_____ Date _____
Mary Bolla
School Board Chair

UNIVERSITY OF NORTH FLORIDA BOARD OF TRUSTEES

_____ Date _____
Dr. Karen Patterson
Provost and Vice President for Academic Affairs

June 30, 2022 - Regular School Board Meeting

Title

C9 - Addendum A to 2022-2023 UNF Dual Enrollment Articulation Agreement

Description

The Addendum A is for the High School Virtual Teaching Academy.

A collaborative agreement between the University of North Florida and the School Board of Clay County for Dual Enrollment purposes. This agreement allows Clay County students to enroll in college courses on the UNF campus for both college credit and high school credit. This agreement outlines policies pertaining to Dual Enrollment and the roles and responsibilities of each entity.

Gap Analysis

This Addendum A must be made in order to continue this offering to Clay County students.

Previous Outcomes

The purpose of adding this addendum to the agreement is that students from Clay County who have enrolled in courses at UNF, would qualify for this academy.

Expected Outcomes

One of the goals of Clay County is to increase the number of students who participate in academic accelerated programs - Dual Enrollment being one of those programs.

Strategic Plan Goal

The District will work closely with UNF in order to better advise students on the postsecondary opportunities available to all. Students who successfully pass a course earn acceleration points for their home schools while preparing themselves for college level work.

Recommendation

Approve Addendum A to 2022-2023 agreement between University of North Florida and the School Board of Clay County.

Contact

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

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

Financial Impact

Approximately \$500.00

Review Comments

Attachments

📎 [220152 Addendum A to UNF Dual Enrollment Articulation Agreement.pdf](#)

FOLLOW ALL PROCEDURES ON BACK OF THIS FORM

Contract # 220152
 Number Assigned by Purchasing Dept.



CONTRACT REVIEW

BOARD MEETING DATE:
 [REDACTED]
 WHEN BOARD APPROVAL IS REQUIRED DO NOT PLACE ITEM ON AGENDA UNTIL REVIEW IS COMPLETED
 Must Have Board Approval over \$100,000.00

Date Submitted: 5/26/22

Name of Contract Initiator: Treasure Pickett Telephone #: 904 336 6918

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

Vendor Name: LENF

Contract Title: Addendum A to the Dual Enrollment Articulation Agreement

Contract Type: New Renewal Amendment Extension Previous Year Contract # 210032

Contract T: 1 year - 22-23 Renewal Option(s): (This clarifies fall 2022 Class Offerings)

Contract Cost: \$2500 (includes dual enrollment)

BUDGETED FUNDS - SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT
 Funding Source: Budget Line # 100,5100730,9007,0000
 Funding Source: Budget Line # _____

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

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

REQUIRED DOCUMENTS FOR CONTRACT REVIEW PACKAGE (when applicable):

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

RECEIVED
MAY 26 2022
PURCHASING

RECEIVED
6/02/2022
SBAO

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

CONTRACT REVIEWED BY:	COMMENTS BELOW BY REVIEWING DEPARTMENT
Purchasing Department <u>B18</u>	<u>Goes w/ EVERGREEN Contract 220151</u>
Review Date <u>5/27/22</u>	
School Board Attorney <u>B</u>	
Review Date <u>6/6/22</u>	
Other Dept. as Necessary	
Review Date	

PENDING STATUS: YES NO IF YES, HIGHLIGHTED COMMENTS ABOVE MUST BE CORRECTED BY INITIATOR

FINAL STATUS: **APPROVED** DATE: 6.8.22
 Page 151 of 432

Addendum A
to the Dual Enrollment Articulation Agreement
Between School Board of Clay County and
The University of North Florida Board of Trustees

High School Virtual Teaching Academy: Dual Enrollment students may only enroll in those courses approved by SBCC and the College of Education and Human Services. The intent of this program is to create a pipeline for an increased number of teachers in northeast Florida, especially rural areas, by introducing high school students to the teaching profession.

As expressed in s. 1007.271 (1), F.S., “Dual Enrollment” is the enrollment of a student in a postsecondary course creditable toward high school completion. The school district asserts the courses articulated on this addendum are in compliance with s. 1007.271 (1), F.S.

The University provides instruction for the Dual Enrollment classes articulated in this addendum under the High School Virtual Teaching Academy program. The school district is not responsible for tuition payment for the classes articulated in this addendum only. Instructional materials will be provided by the University of North Florida.

Funding sources: Fla Stat 1007.271 (21)(n)(1) dictates that, when applicable, the District’s payment to the institution will come from funds provided in the Florida Education Finance Program. For Dual Enrollment course instruction that does not take place on the University’s campus and is not provided during the fall or spring term, the District may choose to, but shall not be required to, utilize alternative sources of funding. Any utilization of alternative sources of funding must be agreed upon in advance by both parties.

Participants and Combining Classes: Dual enrollment courses taught online or on a high school campus may not be combined with any non-college credit high school course. Participation in any dual enrollment course is limited to admitted applicants only.

IN	Online Course for Clay County School District High Schools	UNF College	Program	Date Implemented
	EDF 1005: Introduction to Teaching Profession	College of Education and Human Services	High School Virtual Teaching Academy	Fall 2022
	EDF: 2085 Introduction to Diversity for Educators	College of Education and Human Services	High School Virtual Teaching Academy	Fall 2022
	EME 2040: Introduction to Technology for Educators	College of Education and Human Services	High School Virtual Teaching Academy	Fall 2022
	LDR 3003: Introduction to Leadership	College of Education and Human Services	High School Virtual Teaching Academy	Fall 2022

WITNESS WHEREOF, the parties hereto have executed this addendum as of the last written date below.

Date
David Broskie
Superintendent
School Board of Clay County

Date
Mary Bolla
School Board Chairperson
School Board of Clay County

Date
Dr. Karen Patterson
Provost and Vice President for Academic Affairs
University of North Florida Board of Trustees

June 30, 2022 - Regular School Board Meeting

Title

C10 - 2022-23 Interagency Agreement Between the School Board of Clay County, Florida and the Department of Military Affairs; State of Florida

Description

A collaborative agreement between the National Guard (DMA) and the School Board of Clay County for the purpose of providing an alternative educational environment for students from the state of Florida. The 2022-23 agreement allows for the continuation of a longstanding relationship between the two organizations (since 2001). Students from all 67 districts are eligible to attend FLYCA and either obtain a GED, participate in credit recovery courses (K-12), and/or obtain a high school diploma. This agreement outlines the roles and responsibilities of the two organizations.

Gap Analysis

Through the intentional work and collaboration of the two organizations, the program averages 150+ graduates a class (2 classes per year). The program seeks to increase the passage rate each year of the GED candidates AND allows "Track 1" students to earn credit recovery opportunities in order to move toward their diplomas when they return to their home school. For the vast majority of the cadets, without this program the student would be considered as dropouts.

Previous Outcomes

During the 2021-2022 school year, Track 2 cadets recorded a 62.5% completion for GED, with individual exam completion RLA 73.5%, Math 76%, Social Studies 79.5%, Science 93.5%. Track 1 cadets have recovered/earned a total of 228 high school credits utilizing the Edgenuity Software program.

Expected Outcomes

Cadets entering the program will continue to earn credit recovery grades in order to return to their home schools. The goal is for each cadet to earn at least 3 high school credits via their participation. The goal for passage of the GED (4 sections) is 88% of "Track 2" students. Of the students who enter the program, FLYCA expects 93% to complete the entire program from beginning to end.

Strategic Plan Goal

FLYCA provides an alternative setting for students who are behind in credits or who have difficulties functioning in a traditional school setting. The program is a voluntary program that lasts for 5 1/2 months in the residential phase and then an additional 12 months in the post-residency phase. This program provides an opportunity for students to get back on track with their educational career and future career goals.

Recommendation

Approval of the 2022-23 Agreement

Contact

Roger Dailey, Chief Academic Officer, roger.dailey@myoneclay.net, 904-336-6905
 Kristin Rousseau, Supervisor of Adult Education, kristin.rousseau@myoneclay.net, 904-336-4467

Financial Impact

\$575,000 will be paid by FLYCA to the District along with FTE generated funds

Review Comments

Attachments

📎 [220155 FLYCA_Interagency Agreement Between SBCC & Dept Military Affairs.pdf](#)

FOLLOW ALL PROCEDURES ON BACK OF THIS FORM

Contract # 220155
 Number Assigned by Purchasing Dept.



CONTRACT REVIEW

BOARD MEETING DATE:
6/30/22
 WHEN BOARD APPROVAL IS REQUIRED DO NOT PLACE ITEM ON AGENDA UNTIL REVIEW IS COMPLETED
 Must Have Board Approval over \$100,000.00

Date Submitted: 6/1/22
 Name of Contract Initiator: Kristin Rousseau Telephone #: 9043364467
 School/Dept Submitting Contract: Adult Ed Cost Center # 9008
 Vendor Name: Florida Youth Challenge Academy
 Contract Title: Interagency Agreement between SBCE + Dept Military
 Contract Type: New Renewal Amendment Extension Previous Year Contract # 210124 Attacks
 Contract Term: 1 year Renewal Option(s):
 Contract Cost: \$ 575,000 (paid by DMA)

BUDGETED FUNDS – SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT
 Funding Source: Budget Line # _____
 Funding Source: Budget Line # _____
 NO COST MASTER (COUNTY WIDE) CONTRACT - SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT
 INTERNAL ACCOUNT - IF FUNDED FROM SCHOOL IA FUNDS – SEND CONTRACT PACKAGE DIRECTLY TO SBAO

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

RECEIVED
 JUN - 1 2022
 PURCHASING

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

CONTRACT REVIEWED BY:	COMMENTS BELOW BY REVIEWING DEPARTMENT
Purchasing Department <u>B78</u>	<u>Same Agreement as Previous years</u>
Review Date <u>6/6/22</u>	
School Board Attorney <u>SB</u>	
Review Date <u>6/7/22</u>	
Other Dept. as Necessary	
Review Date	

PENDING STATUS: YES NO **IF YES, HIGHLIGHTED COMMENTS ABOVE MUST BE CORRECTED BY INITIATOR**

FINAL STATUS: APPROVED 6/22 DATE: 6/22

FISCAL YEAR 2022-23

INTERAGENCY AGREEMENT BETWEEN

THE SCHOOL BOARD OF CLAY COUNTY, FLORIDA

AND

THE DEPARTMENT OF MILITARY AFFAIRS, STATE OF FLORIDA

THE SCHOOL BOARD OF CLAY COUNTY, FLORIDA (hereafter referred to as "School Board"), and THE DEPARTMENT OF MILITARY AFFAIRS, STATE OF FLORIDA (hereafter referred to as "DMA"), enter into this Agreement to facilitate the delivery of an educational component to the benefit of Cadets at the Florida Youth Challenge Academy. This program is congressionally authorized, is based on a national model implemented in numerous states, and is operated by the Department of Defense through the National Guard Bureau and the participating states. The Florida program is conducted at the Camp Blanding Joint Training Center located in Clay County, Florida, and is named the Florida Youth Challenge Academy (hereafter referred to as "FLYCA"). The primary objective of this program is to provide a highly disciplined and motivational environment, free from outside distractions, which fosters academics, leadership development, personal growth, self-esteem, and physical fitness for qualifying at-risk high school dropouts. Participants in the program are young men and women 16 but not over 18 years of age upon entry into the Residential Phase of the program. Individuals must be: high school dropouts for at least 30 days (but not over 2 years); citizens or legal residents of the State of Florida and the United States; unemployed or underemployed, drug free, mentally and physically capable of completing the program; not charged, under indictment, awaiting sentencing, nor convicted of a felony, and not on probation, nor parole for other than juvenile offenses. Participation in this program is voluntary.

This Agreement represents collaboration between the SCHOOL BOARD of CLAY COUNTY and the DEPARTMENT OF MILITARY AFFAIRS serving both agencies' objectives to improve their communities and promote public safety. All funds expended pursuant to this agreement will be in compliance with state and federal laws governing these funds. The specific terms and conditions of this Agreement are as follows:

1. EFFECTIVE DATE

The terms of this Agreement shall begin on July 1, 2022 and shall end on June 30, 2023. This Agreement may be renewed annually for a similar term, upon written approval of the parties. Prior to renewal of said Agreement, the parties will confer regarding the number of instructional days required, projected number of participants, instructional support anticipated, and any other issues related to this Agreement.

2. FUNDING

The terms of this Agreement shall be subject to School Board of Clay County School receiving the monies generated by the Full Time Equivalent (FTE) for Track 1 students and additional funds, in the amount of \$575,000 from DMA for services provided in support of Track 2 (Adult Basic Education (ABE), General Education Development (GED) and Vocational students.

3. SCHOOL BOARD DUTIES/DELIVERABLES INCLUDE, BUT ARE NOT LIMITED TO:
- a. Providing appropriate instructional staff, curriculum materials and equipment to meet the needs of FLYCA Cadets enrolled in the High School Credit Recovery Program.
 - b. Assisting, within the scope of its ability, FLYCA recruiting efforts for the K-12 High School Credit Recovery program, in support of reaching a target enrollment goal of 100 students for the 2022-23 school year.
 - c. Providing appropriate staff as needed, curriculum materials and equipment to meet the needs of FLYCA Cadets enrolled in the Adult Basic Education program of instruction.
 - d. Providing appropriate staff as needed, curriculum materials and equipment to meet the needs of FLYCA Cadets enrolled in the General Education Development (GED) program of instruction.
 - e. Providing appropriate staff as needed, curriculum materials and equipment to meet the needs of FLYCA Cadets enrolled in the vocational programs:
 - (1) Horticulture
 - (2) Microsoft Office Certification
 - f. Providing Clay County/DOE required education planning for each Cadet with FLYCA.
 - g. Providing supervision and evaluation of staff in consultation with FLYCA leadership.
 - h. Providing FLYCA Director will meet and interview with prospective new staff members prior to their assignment to FLYCA Academic Program.
 - i. Consulting with FLYCA leadership in the development, evaluations, monitoring of the curriculum, class schedules and budgetary requirements.
 - j. Allowing FLYCA staff access to permanent student records.
 - k. Sharing of information for required reports to FLYCA and government agencies (local, state and federal).
 - l. Providing one data entry clerk for FOCUS (a State reporting system) and CAIRS (a Federal reporting system) requirements.
 - m. Preparing memorandums of understanding/agreement (MOU/MOA) and/or interagency agreements (IA) between the School Board and Department of Education and/or Department of Children and Families (DCF), Department of Juvenile Justice (DJJ) to meet procedural and statutory requirements.

- n. Ensuring staff members participate in FLYCA scheduled student programming/progress review sessions that occur during the contracted hours of employment.
- o. Maintaining student records for a period of three years. Access to these records will be available to FLYCA leadership.

4. DEPARTMENT OF MILITARY AFFAIRS DUTIES INCLUDE, BUT ARE NOT LIMITED TO:

- a. Providing general assistance to the School District with issues related to FLYCA.
- b. Coordinating with the School Board in the development of plans for the operation, coordination, and evaluation of FLYCA to meet DOE, DCF and/or DJJ statutory requirements.
- c. Providing appropriate classroom and office space for educational staff members at no cost to the School Board.
- d. Handling of all student disciplinary problems within FLYCA.
- e. Providing basic health services to the students through employment or contracting of a licensed nurse or nurse practitioner.
- f. Providing food service to the students (at no cost to the students) during each 22-week residential phase.

5. FINANCIAL PROVISIONS & CONSEQUENCES

- a. Fiscal Agency: The DMA shall be the fiscal agency for FLYCA. The School Board shall be the fiscal agent for all revenues generated through FEFP, grants, etc., which are received for the purpose of operation of FLYCA's educational component.
- b. Accounting: The School Board shall account for all revenue and expenditures in the manner required by the Florida Department of Education and/or United States Department of Education. In addition, the School board shall comply with any required FLYCA reporting requirements.
- c. Expenditures: The School Board expenditures, in support of Cadets enrolled in the FLYCA programs identified in 3c. through 3e. above, shall be documented as necessary to provide a full accounting of the expenditure of funds provided by the State legislature and DMA, identified in paragraph 2, in support of FLYCA programs.

- d. Agreement Payables: The School Board expenditures, in support of FLYCA Cadets enrolled in the academic and vocational tracks (3c. through 3e.), shall be compensated through quarterly invoice billings (due to DMA by 30 Sept 2022, 31 Dec 2022, 31 Mar 2023, 30 June 2023) with a total cost not to exceed \$575,000, during the life of the agreement.
 - e. Invoice Submission: Invoices shall be submitted to the Contract Manager along with required supporting documentation in accordance with the above quarterly billing schedule.
 - f. Consequences: In the event the School Board fails to meet the minimum level of service identified in section 3 of this Agreement, after being notified by DMA of the deficient services for the purpose of remedying any issues, DMA will not pay invoices until the service is satisfactorily provided and/or completed.
6. Staff:
- a. Employment: Staff are subject to the policies and administrative regulations as per their agreement.
 - b. Supervision: The School Board shall, in consultation with the DMA provide supervision of the staff. The School District's supervisor shall be responsible for the evaluation of the performance of the staff assigned to the program under the terms of this Agreement. Continuous daily on-site evaluation is not necessary.
 - c. Special Event Attendance: Staff shall attend key FLYCA special events within the term of their contract days and the Family Day event each class.
 - d. Complaints; The DMA agrees to promptly transmit to the Principal, verbally and in writing, any and all complaints of performance or misconduct pertaining to any of the School District administered staff assigned to FLYCA.

7. TERMINATION:

Any party to this Agreement may terminate this Agreement for any reason without further liability to the party by giving the other party written notice by first class mail no later than sixty (60) days prior to the end of the FLYCA school year. Such termination shall become effective at the end of the school year.

8. SUBCONTRACTING:

The School Board may enter into a subcontract for the purpose of fulfilling this Agreement without prior written permission of the DMA. The School Board shall ensure that the subcontractor will comply with all provisions of this Agreement. Subcontracting out some

portions of the School Board's obligations under this Agreement shall in no way release the School Board from its obligation to perform that or any portion of this Agreement or in any way diminish its responsibility thereto. Any purported assignment or subcontracting in violation of this provision shall be null and void.

9. SCHOOL DISTRICT'S LIABILITY INSURANCE:

The School Board shall purchase and maintain such insurance or provide evidence of self-insurance as will protect it from claims set forth below which may arise out of a result from the School District's operations under this Agreement, whether such operations by itself or by any contractor or by anyone directly or indirectly employed by any of them or by anyone for whose acts any of them may be liable:

- a. Claims under workers' disability compensation, disability benefit and other employee benefit act.
- b. Claims for damages because of bodily injury, occupational sickness or disease of its employees.
- c. Claims for damages because of injury, occupational sickness or disease, or death of any person other than its employees, subject to the limits of liability required by law for each occurrence and, when applicable, by law for the annual aggregate for non-automobile hazards and as required by law for automobile hazards.
- d. Claims for damages because of injury to or destruction of tangible property, including loss of use resulting there from, subject to a limit liability required by law for each occurrence for non-automobile hazards and as required by law for automobile hazards.
- e. The insurance shall be written for the same limits of liability currently purchased by or in force for THE SCHOOL BOARD or as required by law.

10. LIABILITY:

All liability losses, or damages resulting from claims, demands, costs or judgments arising out of personal and/or bodily injuries or property damage resulting from acts, omissions or negligence of the School Board, its officers or employees, in carrying out the obligations of the School Board under this Agreement shall be the responsibility of the School Board and not the DMA. It is, however, expressly understood and agreed that nothing herein shall be construed as a waiver of any governmental immunity that the School Board has as provided by statute or modified by court decisions, which immunity shall be asserted to the maximum extent possible.

By entering into this Agreement, neither the DMA nor its agencies waive any immunity defenses that may be extended to it by operation of the law, including imitations on the amount of damages that may be awarded or paid.

11. RELATIONSHIP OF PARTIES:

The relationship between the DMA and the School Board is that of an independent contractor. No agent or employee of the School Board, the School District or any of its subcontractors shall be or shall be deemed to be an agent or employee, of the DMA for any reason and vice versa. The School Board will be solely and entirely responsible for its acts and the acts of its agents, employees, or servants and subcontractors during the performance of this Agreement and likewise for the DMA.

All parties hereto shall have the right at all times to enforce the provisions of this Agreement in strict accordance with the terms hereof, notwithstanding any conduct or custom on the part of such party in refraining from doing so at any time. The failure of any party at any time to enforce its rights under such provisions strictly in accordance of the same shall not be construed as creating a custom in any way or manner contrary to specific provisions of this Agreement or as having in any way or manner modified or waived the same. All rights and remedies of the respective parties hereto are cumulative and concurrent and the exercise of one right or remedy shall not be deemed a waiver or release of any other right or remedy.

12. FINANCIAL RECORD REQUIREMENTS:

The DMA and School Board shall maintain and retain all records in support of reported expenditures and shall make such records available for public review or financial audits as may be requested. Records shall include books, documents and other evidence including, but not limited to, vouchers, bills, invoices, requests for payment and other documentation which according to generally accepted governmental accounting principles, procedures and practices sufficiently and properly document all program costs expended in the performance of this Agreement. Such records shall be maintained for a minimum of five (5) years after termination of this Agreement, or if an audit has been initiated and audit findings have not been resolved at the end of five (5) years, the records shall be retained until resolution of the audit findings or any litigation which may be based on the terms of this Agreement. The aforesaid records and other evidence shall be subject at all times to inspection, review, or audit by state or federal auditors, the State Comptroller, or other personnel authorized upon request.

13. AUDITS:

THE SCHOOL BOARD shall be responsible for responding to any audit inquiries or audit findings identifying revenues or expenditures regarding FTE funding specified for the education

component of FLYCA. Audit records shall be kept on file for ten (10) years. In accordance with 20.055 (5) FS, "It is the duty of every state officer, employee, agency, special district, board, commission, contractor, and subcontractor to cooperate with the inspector general in any investigation, audit, inspection, review, or hearing pursuant to this section. Beginning July 2, 2015, each contract, bid, proposal, and application or solicitation for a contract shall contain a statement that the corporation, partnership, or person understands and will comply with this subsection."

14. NOTICES:

Each party to the Agreement shall appoint a Contract Administrator/contract Manager. It is expressly agreed and understood that these contact persons shall have no authority to legally bind the DMA and School Board. All notices must be given in writing and shall be deemed given when delivered to or deposited in the mail via certified mail/return receipt requested to the contact persons. All reports, billings, and correspondence to the respective parties to the Agreement shall also be sent to the contact persons.

Lene' Haney, Contract Manager
Department of Military Affairs
82 Marine Street
St. Augustine, FL 32084
Telephone: (904) 823-0242
Email: lene.b.haney.nfg@mail.mil

This Agreement incorporates all the agreements, covenants, negotiations, and understandings between the parties hereto concerning the subject matter hereof. No prior agreement or understanding, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Agreement or modified with the consent of all parties hereto, which consent must be evidenced by an instrument in writing executed by all parties or their respective successors or permitted assigns.

15. CERTIFICATION

By executing this Agreement, THE FLORIDA DEPARTMENT OF MILITARY AFFAIRS certifies that expenditures made of funds transferred pursuant to this Agreement are allowable.

IN WITNESS WHEREOF, the parties have caused their hand to be set to this Agreement written by the respective authorized officials thereto.

DEPARTMENT OF MILITARY AFFAIRS

SCHOOL BOARD OF CLAY COUNTY, FLORIDA

STATE OF FLORIDA

CURRY, ADAM, MICHAEL, 111012
9552

Digitally signed by
CURRY, ADAM, MICHAEL, 1110129552
Date: 2022.05.20 14:19:46 -0400'

By: LTC Adam M. Curry

By: Mary Bolla

Title: State Quartermaster

Title: Chairperson

Date: _____

Date: _____



School Board of Clay County

June 30, 2022 - Regular School Board Meeting

Title

C11 - 2022-23 Dual Enrollment Articulation Agreement Between the School Board of Clay County and District Board of Trustees St. Johns River State College

Description

A collaborative agreement between the St. Johns River State College and the SBCC for Dual Enrollment purposes. The 2022-23 agreement allows for the continuation of a longstanding relationship between these two organizations. This agreement allows Clay County students to enroll in college courses on the campuses of SJRSC and on each high school site. The agreement outlines policies pertaining to Dual Enrollment and the roles and responsibilities of each entity.

Gap Analysis

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

Previous Outcomes

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

Expected Outcomes

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

Strategic Plan Goal

Goal 1: Develop a High Quality & Aligned Instructional System

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

Recommendation

That the School Board of Clay County approve the 2022-23 Dual Enrollment Articulation Agreement Between the School Board of Clay County and District Board of Trustees St. Johns River State College.

Contact

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

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

Financial Impact

Approximately \$400,000.00 - 100.5100730.9007.0000

Review Comments

Attachments

📎 [220145 St Johns River State College Dual Enrollment Articulation Agreement.pdf](#)

FOLLOW ALL PROCEDURES ON BACK OF THIS FORM

Contract # 220145
 Number Assigned by Purchasing Dept.



CONTRACT REVIEW

BOARD MEETING DATE:

WHEN BOARD APPROVAL IS REQUIRED DO NOT PLACE ITEM ON AGENDA UNTIL REVIEW IS COMPLETED
 Must Have Board Approval over \$100,000.00

Date Submitted: 5/17/22
 Name of Contract Initiator: Treasure Pickett Telephone #: 904 336 6918
 School/Dept Submitting Contract: K-12 Academic Cost Center # 9007
 Vendor Name: St. Johns River State College
 Contract Title: Dual Enrollment Articulation Agreement
 Contract Type: New Renewal Amendment Extension Previous Year Contract # 210143
 Contract Term: 1 year Renewal Option(s):
 Contract Cost: \$500,000 approx (includes Early College Program)
 BUDGETED FUNDS – SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT. *(which use to be Collegiate Program)*
 Funding Source: Budget Line # 100, 5100730, 9007, 000.
 Funding Source: Budget Line # _____
 NO COST MASTER (COUNTY WIDE) CONTRACT - SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT
 INTERNAL ACCOUNT - IF FUNDED FROM SCHOOL IA FUNDS – SEND CONTRACT PACKAGE DIRECTLY TO SBAO

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

RECEIVED
MAY 19 2022
PURCHASING

RECEIVED
6/02/2022
SBAO

Changes are attached.

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

CONTRACT REVIEWED BY:	COMMENTS BELOW BY REVIEWING DEPARTMENT
Purchasing Department <i>BTH</i>	<i>* Note: There are a few changes from 2/22 Agreement</i>
Review Date <i>5/31/22</i>	
School Board Attorney <i>JP</i>	
Review Date <i>6/6/22</i>	
Other Dept. as Necessary	
Review Date	
PENDING STATUS: <input type="checkbox"/> YES <input type="checkbox"/> NO	IF YES, HIGHLIGHTED COMMENTS ABOVE MUST BE CORRECTED BY INITIATOR
FINAL STATUS	<input checked="" type="checkbox"/> APPROVED DATE: <i>6.8.22</i>

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

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

Committee members shall include:

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

The term of this agreement shall commence August 1, 2022, and end July 31, 2023. Either party may cancel this agreement upon thirty (30) days written notice should the other party fail substantially to perform in accord with its terms through no fault of the party initiating the termination. This agreement may be amended only by written communication signed by the Superintendent of the The School Board of Clay County and the President of St. Johns River State College.

SBCC and SJR State agree as follows:

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

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

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

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

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

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

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

P.E.R.T., PreACT, ACT, PSAT or SAT test scores (or any other form of alternative placement, Appendix 9) and GPA to be eligible for Dual Enrollment prior to forwarding the application to SJR State. Students who do not have a social security number will need to use the paper Dual Enrollment Admissions Application (Appendix 1).

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

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

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

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

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

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

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

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

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

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

K. High School Site Dual Enrollment Grades: For both fall and spring semesters, high school site Dual Enrollment teachers will submit their grades via MySJRstate portal. Fall semester grades must be submitted into the MySJRstate portal by 11:59pm on December 12, 2022, and Spring semester grades must be submitted into MySJRstate portal by 11:59pm on May 1, 2023.

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

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

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

A. Eligibility Criteria for Student Participation in Dual Enrollment: Students eligible for Dual Enrollment must be an eligible secondary student with an unweighted high school GPA of 3.0, and demonstrate readiness for college coursework through scores on college placement tests. Early admissions students’ eligibility would be the same requirements for a Dual Enrollment student. Participation in career/vocational Dual Enrollment requires a 2.0 unweighted GPA. Students who are enrolled at their high school as 12th grade seniors may enroll in SLS 1122 Academic Pathways for College Success with a 2.5 unweighted high school GPA. Dual Enrollment students will be required to complete the P.E.R.T., PreACT, ACT, PSAT and/or SAT (or any other form of alternative placement, Appendix 9). No student shall be enrolled in a college credit mathematics or English Dual Enrollment course unless the student has demonstrated adequate precollegiate preparation on the appropriate sections of the P.E.R.T., PreACT, ACT, PSAT or SAT (or any other form of alternative placement, Appendix 9). High school students who do not meet the minimum class standing but who are enrolled in a career academy or are otherwise selected by their high school administration for participation in Dual Enrollment and meet the other minimum requirements may do so upon petition to SJR State’s Dual Enrollment Office by their school district. High school students not enrolled through the Dual Enrollment program shall not be permitted to take college level credit or vocational credit classes at SJR State under any circumstances or proviso. SBCC and SJR State agree that eligible secondary students are entitled to participate in Dual Enrollment for a maximum of three years in college credit coursework at the 1000 and 2000 level.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

D. SLS 1122, Academic Pathways for College Success course: Beginning Fall 2022, students who have reached 12 credit hours through Dual Enrollment will be required to enroll in SLS 1122, Academic Pathways for College Success, the required student success course. This course serves as a requirement within the Associate in Arts degree.

10. Program Management and Quality Assurance:

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

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

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

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

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

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

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

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

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

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

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

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

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

G. Alternative Placement Methods: Pursuant to Section 1008.30, F.S., *Alternative Methods to Common Placement Tests*, Florida College System institutions may use alternative methods in lieu of the common placement tests under

subsection 2 to assess student readiness for college-level work in communication and computation. Institutions shall recognize scores and grades on alternative methods specified in paragraphs (3)(a) through (3)(c) as valid for placement purposes for a minimum of two years. (a) Tests and assessments: A score that meets or exceeds the standard score on any one of the assessments shall be accepted as demonstration of readiness for college-level work. Institutions shall accept scores on the public high school transcript in addition to official score reports from the issuing entity listed in this subsection as an official record. (b) Performance in high school coursework: Any student who has an unweighted high school GPA of 3.0 and achieves a grade of "B" or better in any of the courses listed below shall have demonstrated readiness for college-level work. Institutions shall accept courses and grades on the public high school transcript as an official record. (c) Credit-by-examination: Students achieving passing scores and receiving credit for college-level communication or computation pursuant to the credit-by-examination equivalency list in Rule 6A-10.024, F.A.C., shall have previously demonstrated readiness for college-level coursework.

Please consult Testing Information located on the Dual Enrollment web page under the Quick Links for a full description and chart of the alternative methods.

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

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

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

12. **Student Grades and Records:**

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

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

13. **Responsibility for Costs:**

A. *Full-Time Equivalency Funding:* SBCC shall be eligible for Full-Time Equivalency (FTE) funding in accordance with Florida law and rules. For Dual Enrollment courses offered on the College campus and online, SBCC shall pay the standard tuition rate per credit hour from the Florida Education Finance Program (FEFP). For Dual Enrollment courses offered on the high school campus by a qualified high school teacher, by an SJR State adjunct, or by an SJR State full-time instructor, SBCC shall be responsible for the College's actual costs associated with Dual Enrollment. For 2022-2023, the following per credit hour rates will apply:

- Course taught on SJR State Campus: \$71.98/credit hour

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

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

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

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

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

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

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

H. *Disability Services:* As required by law, students with disabilities must receive appropriate accommodations. SJR State will be responsible for the cost of providing the necessary accommodations for courses taken on SJR State's

campuses. SBCC will be responsible for the cost of providing the necessary accommodations for courses taken at the high school sites and for the cost of adaptive textbooks and other materials. Students with disabilities will be responsible for providing appropriate documentation so that accommodations can be provided.

I. *Dual Enrollment Scholarship Reimbursement:* Pursuant to Fla. Stat. 1009.30, SJR State will seek reimbursement through the Dual Enrollment Scholarship Program for summer term tuition.

14. **Responsibility for Student Transportation:**

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

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

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

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**2022-2023 Dual Enrollment Articulation Agreement Execution Between
The School Board of Clay County and St. Johns River State College**

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

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

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

Signed on this _____ day of _____ 2022

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 _____ 2022

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

Chairman, the School Board of Clay County

Superintendent, the School Board of Clay County

Appendices

Dual Enrollment/Early Admissions/Early College Program (Collegiate High School) Forms

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

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Dual Enrollment/ Early College Program/Early Admissions Application/Admissions Form

ST. JOHNS RIVER STATE COLLEGE
Phone number: (386) 312-4136 Fax number: (386) 312-4027
e-mail: dualenrollment@sjrstate.edu

DUAL ENROLLMENT & EARLY COLLEGE PROGRAM

- Checkboxes for Dual Enrollment, Early College Program, and Early Admissions.

SOCIAL SECURITY NUMBER

If numbers cannot be read, then the student may need to provide appropriate documentation, in order for any corrections to be made.

Please print clearly & in blue or black pen.

A. STUDENT NAME (Report name as recorded on birth certificate):

Name entry fields for LAST, FIRST, and M (Middle).

B. PERMANENT MAILING ADDRESS: email address: _____@_____

Address fields for Street, P.O. Box, City, State, and Zip.

C. TELEPHONE: Home: (____) _____ - _____ Work/Cell: (____) _____ - _____ Ext: _____

D. CITIZENSHIP (Please check one):

Citizenship options: U.S. Citizen, Permanent Resident Alien, Refugee, Non-Resident Alien-Nation Citizenship.

E. BIRTHDATE: ____/____/____

Sections F & G: The information requested is to aid the State of Florida in its commitment to Equal Education/Employment Opportunity and to meet federal reporting requirements. Refusal to answer will not result in adverse treatment of any applicant. These sections are not mandatory.

F. What is your ethnic origin: [] Hispanic or Latino [] Not Hispanic or Latino

G. What is your race? Mark one or more that apply. [] White [] Black or African American [] Native Hawaiian or other Pacific Islander [] Asian [] American Indian or Alaska Native

H. GENDER: [] Male [] Female

I. *THIS APPLICATION IS FOR ENTRY TERM: (PLEASE CHOOSE ONLY ONE TERM)

Term selection: [] Fall, 20____ [] Spring, 20____ [] Summer, 20____

* If the student does not enroll in the term indicated above, a new application will be needed for the new starting term.

J. TEST SCORES (ACT, SAT, CPT, PERT): [] Test scores attached [] Set up CPT/PERT Date: _____

K. PROGRAM PLAN:

Program Plan options: [] A.A. Program Plan (Associate in Arts Degree) Program Number: Undecided 0001 [] Other: _____

Select only one Academic Pathway:

- Academic Pathways: Arts, Humanities, Communications, and Design; Business; Education; Industry/Manufacturing, and Construction; Health Sciences; Public Safety; Science, Technology, Engineering, and Mathematics; Social and Behavioral Sciences and Human Services.

*Social Security Number is needed to log into MySJRstate to view registration schedules, take online courses, find textbook information, see grades and transcripts, etc.

PLEASE READ, COMPLETE AND SIGN WHERE INDICATED

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

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

TELEPHONE: Daytime Phone: () - Ext.

HIGH SCHOOL IN WHICH YOU ARE CURRENTLY ENROLLED:

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

High School Counselor's Signature / Date

POLICY STATEMENT ON EQUALITY OF OPPORTUNITY AND NONDISCRIMINATION

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

ASSISTANCE FOR DISABLED PERSONS

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

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

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

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

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

X Signature of parent or court-appointed guardian / Date

X Student name (please print - first / middle / last)

X Signature of student / Date

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

Student's Last Name & First Name: _____

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

HIGH SCHOOL IN WHICH YOU ARE CURRENTLY ENROLLED:

High School Name City State Expected Graduation Date (Month and Year)

/ /

High School Counselor's Signature

Date

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

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

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

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

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

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

X Signature of parent or court-appointed guardian Date

X Student name (please print - first / middle /last)

X Signature of student Date

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

For office use only:

Corrected High School: _____ Semester of Admission: _____

Dual Enrollment

Early Admissions

Early College Program

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

Principles of Participation for Dual Enrollment, Early Admission, and Early College Program students

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

- Students are required to know the policies and outcomes, related to grades, academic history, and graduation.
 - Students are not permitted to re-take courses in which they have earned a grade of “C” or higher.
 - Any letter grade below a “C” will not count as credit toward the Gordon Rule requirement (English, Math, and Humanities). However, all grades will be calculated into the student’s GPA and will appear on their college transcript.
 - All dual enrollment (college) grades will become part of the student’s permanent college transcript and may affect college admissions to other colleges and universities, financial aid, and Bright Futures eligibility. These grades are permanent.
 - Withdrawal (“W”) from a course will be listed on the student’s permanent college transcript.
 - College credits earned through the dual enrollment program will be recorded on both the student’s high school transcript and SJR State transcript.
 - Students who receive a D, F, or W in a course may not register for another course within that same term until they have completed the petition process through the SJR State Dual Enrollment office. For example, if a student receives a W in a Fall A course, they may not register for a Fall B course until they have completed the petition process.
 - Students are only permitted to take 2 courses during the Summer sessions (a maximum of 8 credit hours). Courses requiring a co-requisite will only count as 1 course.
 - A student receiving an “I” grade must complete the course within a 30-day calendar period which begins on the first day of classes of the next term. Students are not eligible for graduation until all “I” grades have been removed from their academic record. Incomplete work will convert to an “IF” if the course work remains incomplete.
 - Dual Enrollment students who have graduated high school, may participate in Summer A courses the year of graduation. Students must petition the Office of Student Affairs to attend these courses and are responsible for all fees. You can contact the Dual Enrollment Office for this petition process.

- Dual enrollment students must understand the differences between high school and the college’s curriculum, course structure, and student body.
 - The depth, breadth, rigor, and pace of college courses will be at the college level and will not be “brought down” to the high school level to accommodate variations in student age and maturity. The course material in these classes may reflect topics not typically included in secondary courses, which some parents may object to for “minors.”
 - The curriculum, content, evaluation (grading practices), and selection of appropriate instructional materials are the right of the college instructor and will not differ for dual enrollment students. The same material will be presented to regular college students and dual enrollment students. College grading policy will be used for all dual enrollment courses. Instructors will not adapt their course for dual enrollment students.
 - Dual enrollment at the high school site will follow the same standards as courses offered on SJR State’s college campuses.
 - SJR State is an open campus, and classes (face-to-face and online) will have students of various ages and

backgrounds enrolled in these courses.

- Dual enrollment students are required to attend/read New student orientation materials. The orientation presentation is available online, on campus, on the high school site, or can be sent to you via email. It is the student's responsibility for viewing and ensuring they understand the materials presented in the dual enrollment new student orientation.
- Dual enrollment students are held responsible for the following coordination and paperwork requirements:
 - Students are required to ensure the accuracy of their information (full legal name as presented on the birth certificate, birthdate, and social security number). Students will be responsible to notify the Dual Enrollment Office of any changes to their address, phone number, high school, test scores, etc. It is the student's responsibility to provide updated test scores for placement to the high school and dual enrollment office.
 - Students need to have the ability to log in to MySJState, in order to view or access their schedules, Canvas (online course management system), grades, order transcripts, etc. Providing the correct social security number, date of birth, and zip code allows the student to be registered for this access and will alleviate login issues.
 - Students who do not log in to their online course within the first week, may be dropped from the course for non-attendance.
 - Students with disabilities need to provide documentation to SJR State's Advising Office, in order to receive accommodations. The student must self-identify to receive these accommodations. Accommodations at the high school are not automatically sent over to SJR State, it is the responsibility of the student to provide these to the Advising Office/Disabilities Coordinator.
 - Students are accountable for completing the appropriate college forms and meeting college-established deadlines for add/drop and/or withdrawal. Students must have prior approval from their designated high school contact to add/drop or withdrawal from college courses. Please note that dual enrollment deadlines are often different than the traditional College deadlines. All dates and deadlines are notated on the SJR State Dual Enrollment homepage (www.sjrstate.edu/dual). High school site deadlines are often also different, please be sure you are aware of dual enrollment deadlines at the high school site.
 - Students are responsible for ordering/paying for their college transcript once they have graduated from high school.
 - It is the responsibility of the dual enrollment student to ensure they have their textbooks and necessary materials for their courses. For public school students, textbooks are handled through the school district; for private and charter school students, textbooks are the responsibility of the student; and for homeschool students, textbooks are handled through the SJR State bookstore. All textbooks for high school site classes are provided by the individual high school.
 - All correspondence regarding dual enrollment classes, petitions, dates and deadlines, and any other messages will be sent to the student's SJR State email address (name@vikings.sjrstate.edu), students will be responsible for knowing how to access this email address.
 - Students enrolled as Dual Enrollment, Early Page 183 of 432 College Program, or Career Early Admission shall be

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

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

Student Responsibilities for Dual Enrollment, Early Admission, and Early College Program students

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

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

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

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



Registration Adjustment Form

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

ADD:

DROP:

Table with 8 columns: Term 1-2-3, # (CRN), Course Prefix & Number, Credit Hours, DE Code Office Use Only, (CRN), Course Prefix & Number, Credit Hours.

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

I ACCEPT FULL RESPONSIBILITY FOR ADDING OR DROPPING COURSES.

Print Name: SJR State Student ID #: X00

Student Signature High School Date

Student's SJR State Email (Required):

Dual Enrollment Early Admissions Early College Program

High School Dual Enrollment Contact Signature Date/Time

Reason for adjustment:

**SJR State Dual Enrollment/Early College Program/Early Admissions
Registration/Approval Form**

***This form must be completed each term/semester**

CLASSIFICATION (PLEASE CHECK ONE): Dual Enrollment _____ Early College Program _____ Early Admissions _____

CLASS LOCATION: SJR State site _____ High School site _____ YEAR & TERM: _____

HIGH SCHOOL GRAD YEAR _____ NEW STUDENT _____ OR RETURNING STUDENT _____

NAME: _____ DATE OF BIRTH: _____ / _____ / _____
Last First Middle

ADDRESS: _____
Mailing Address City State Zip Code

EMAIL: _____ SJR STATE X NUMBER (REQUIRED): X00 _____

PHONE NUMBER: _____ SCHOOL: _____

I understand that I must have an unweighted 3.0 G.P.A. to participate in the Dual Enrollment Program. In addition, I understand that should I make below a "C" (including a W grade for withdrawing) in any dual enrollment course, I will be dropped from the program.

STUDENT SIGNATURE: _____ DATE: _____

In accordance with Florida law, the Dual Enrollment Program at SJR State is a program of acceleration whereby a high school student earns COLLEGE CREDIT applicable towards an Associate in Arts Degree or college credit certificate WHILE AT THE SAME TIME EARNING required high school credit for a high school diploma. Any public-school student so enrolled is exempt from the payment of registration, matriculation, lab fees, and instructional materials.

Students must have an overall 3.0 unweighted G.P.A. to participate in the Dual Enrollment Program. Subject area G.P.A.'s will not be considered. Students must provide recent (within 2 year) results of American College Test (ACT); the Scholastic Aptitude Test (SAT), Florida College Entry Level Placement Test (CPT), or the Postsecondary Education Readiness Test (PERT). OFFICIAL TEST SCORES MUST BE ON FILE TO ENROLL IN COLLEGE CREDIT DUAL ENROLLMENT COURSES. Students planning to enroll in English or Math courses must attain a qualifying score.

Overall Unweighted GPA: _____ Counselor's Initials: _____

This student is approved to take the following course(s) for Dual Enrollment and to satisfy the required high school credit. (Please list course title by name as it appears in the College Catalog.) TERM: 1= Full Semester, 2 = A mini-semester, 3 = B mini-semester

Term 1-2-3	CRN Number	Credit Hours	D.E. Code	Course Prefix & Number	SJR State Course Title	Times/Online	M	T	W	R	F
	Total Hours										

I hereby certify that this student has demonstrated the maturity, motivation, dependability and academic ability to perform satisfactorily at the College Level.

X _____ X _____
Signature of High School Counselor Date Signature of Principal or Official Delegate Date



ST. JOHNS RIVER STATE COLLEGE

DUAL ENROLLMENT & EARLY COLLEGE PROGRAM

STUDENT INITIATED COURSE WITHDRAWAL FORM

SJR State Student ID (Required) # X00 _____

Date _____ Term _____

Student's Name _____
(Print) Last First Middle

Student's SJR State Email Address (Required) _____

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

Course Prefix & Number	CRN Number	Course Title
Course Prefix & Number	CRN Number	Course Title
Course Prefix & Number	CRN Number	Course Title
Course Prefix & Number	CRN Number	Course Title

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

_____ HS DE Contact Signature _____ Student's Signature _____ High School
 Dual Enrollment Early College Program Early Admissions

 **ST. JOHNS RIVER**
STATE COLLEGE
DUAL ENROLLMENT & EARLY COLLEGE PROGRAM

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

You have been absent _____ hours in Course # _____

Section/CRN _____ Instructor's Signature: _____

_____ Date: _____

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

SJR State Student ID #X00 _____ Student Name: _____

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



**ST. JOHNS RIVER
STATE COLLEGE**

Dual Enrollment State College Waiver Request

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

STUDENT INITIATED REQUEST

Date: _____ Name: _____

Student X Number (Required): X00 _____ Semester/Year of Request: _____

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

SJR State Email Address (If current student): _____

Other Email Address (If not a current student): _____

High School Graduation Date: _____ High School: _____

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

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

College or university you wish to attend: _____

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

SCHOOL DISTRICT APPROVAL

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

Recommend:

- Approval
- Disapproval

Recommend:

- Approval
- Disapproval

Principal/Contact: _____ School District Designee: _____

Date: _____ Date : _____

ST. JOHNS RIVER STATE COLLEGE APPROVAL

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

Recommend:

- Approval
- Disapproval

Recommend:

- Approval
- Disapproval

Director of DE: _____

Date: _____

VP for Academic Affairs: _____

Date : _____

Alternative Placement Criteria for Demonstrating College Readiness

NOTE: Scores and course grades that are more than two years old cannot be used for initial placement purposes (Florida Statute 1008.30)

Alternative Assessments

Subtest & Course Placement	PSAT/NMSQT or PSAT 10	PreACT	GED	TASC	HiSET	End of Course Assessment (FSA)	ALEKS PPL
WRITING							
ENC 1101 [†]	25 - 38	18 - 35	165 - 200 *Reasoning through Language Arts	560 - 800 and 6 - 8 on the essay	15 - 20	N/A	N/A
READING							
ENC 1101 [†]	24 - 38	22 - 35	165 - 200 *Reasoning through Language Arts	580 - 800	15 - 20	N/A	N/A
MATHEMATICS							
MAT 1033	24 - 26	22 - 35	165 - 174	560 - 699	15 - 17	4 - 5 Algebra 1 or Geometry	30 - 45
MAC 1105 STA 2023	26.5 - 38	22 - 35	175 - 200	700 - 800	18 - 20	N/A	46 - 60

† Placement in ENC 1101, Composition I, requires college-level writing scores AND college-level reading placement scores.

*The GED Reasoning through Language Arts test meets the requirement for both writing and reading.

Performance in high school coursework

NOTE: Demonstration of college readiness through high school coursework requires a grade of "B" or better in the given course AND an unweighted high school GPA of 3.0 or higher.

Course Placement	Florida Public High School Coursework	Accelerated High School Coursework Advanced International Certificate of Education (AICE), Advanced Placement (AP), or International Baccalaureate (IB)
ENC 1101	English 4 or English 4 Honors	AICE high school English courses, AP high school English courses, or IB high school English courses
MAT 1033	Algebra 1, Algebra 1 Honors, Algebra 2, Algebra 2 Honors, Pre-Calculus, Calculus, Geometry, Probability and Statistics, Math for College Algebra, Math for College Statistics, or Math for College Liberal Arts	AICE high school mathematics courses, AP high school mathematics courses, or IB high school mathematics courses
MAC 1105	Algebra 2, Algebra 2 Honors, Pre-Calculus, or Calculus	AICE high school mathematics courses, AP high school mathematics courses, or IB high school mathematics courses
STA 2023	Algebra 2, Algebra 2 Honors, Pre-Calculus, Calculus, or Probability and Statistics	AICE high school mathematics courses, AP high school mathematics courses, or IB high school mathematics courses

SPECIAL NOTE: Demonstration of college readiness is not required for exempt students. Exempt students are all students who entered 9th grade in a Florida public school in the 2003-2004 school year, or any year thereafter, and earned a standard diploma from a Florida public high school and students who are serving as active-duty members of any branch of the United States Armed Forces.

June 30, 2022 - Regular School Board Meeting

Title

C12 - 2022-23 Early College Program (formally Collegiate High School) Contract Between the School Board of Clay County and District Board of Trustees of St. Johns River State College

Description

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

Gap Analysis

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

Previous Outcomes

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

Expected Outcomes

Clay County will continue to provide college-level courses on the two sites and to promote the "Early College Program" initiative.

Strategic Plan Goal

Goal 1: Develop a High Quality & Aligned Instructional System

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

Recommendation

That the School Board of Clay County School approve the 2022-23 Early College Program Contract Between the School Board of Clay County and District Board of Trustees of St. Johns River State College.

Contact

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

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

Financial Impact

Approximately \$100,000 - 100.5100730.9007.0000

Review Comments

Attachments

📎 [220146 St. Johns River State College_Early College Program.pdf](#)

FOLLOW ALL PROCEDURES ON BACK OF THIS FORM

Contract # 220146
 Number Assigned by Purchasing Dept.



CONTRACT REVIEW

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

Date Submitted: 5/17/22
 Name of Contract Initiator: Treasure Pickett Telephone #: 9043366918

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

Vendor Name: St. Johns River State College

Contract Title: Early College Program Contract (formally Collegiate High School Contract)

Contract Type: New Renewal Amendment Extension Previous Year Contract # 210142

Contract Term: 1 year Renewal Option(s):

Contract Cost: \$500,000 approx (includes Dual Enrollment cost)

BUDGETED FUNDS – SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT

Funding Source: Budget Line # 100.5100730, 9007.0000

Funding Source: Budget Line # _____

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

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

REQUIRED DOCUMENTS FOR CONTRACT REVIEW PACKAGE (when applicable):

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

RECEIVED

SBAO
6/02/2022

RECEIVED
MAY 19 2022
PURCHASING

Only change is name change.
Change is attached.

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

CONTRACT REVIEWED BY:	COMMENTS BELOW BY REVIEWING DEPARTMENT
Purchasing Department <i>BTP</i>	<i>Note: There are a few changes from 21/22 Agreement</i>
Review Date <i>5/31/22</i>	
School Board Attorney <i>AB</i>	
Review Date <i>6/6/22</i>	
Other Dept. as Necessary	
Review Date	

PENDING STATUS: YES NO **IF YES, HIGHLIGHTED COMMENTS ABOVE MUST BE CORRECTED BY INITIATOR**

FINAL STATUS: APPROVED *[Signature]* DATE: 6.8.22

**2023 Early College Program Contract Between
The School Board of Clay County and
District Board of Trustees of St. Johns River State College**

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

1. Parent and student notification process about student participation in the Early College Program:

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

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

A. Program Description: The Early College Program is an option for public high school seniors to earn CAPE industry certifications (Section 1008.44) and to successfully complete a minimum of 30 college credit hours through the dual enrollment program. Section 1007.271, Florida Statutes, establishes that "the Dual Enrollment" program is the enrollment of an eligible secondary student in a postsecondary course creditable toward high school completion and a career certificate or an associate or baccalaureate degree." In Clay County, St. Johns River State College has an Early College Program at the following schools: Orange Park High School and Middleburg High School. SJR State's Early College Programs allow admitted students to complete a full 60-credit hours of dual enrollment coursework, culminating in earning both a standard high school diploma as well as an Associate of Arts (AA) Degree upon completing four years of high school. Students begin the program in the ninth grade, and in grades ninth-eleventh they take both college-level and high school coursework at their high school site, and in the twelfth grade, all coursework is completed on one of St. Johns River State College's campuses (Orange Park, Palatka, St. Augustine, or online).

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

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

C. Online Course Availability: Early College Program students may take online dual enrollment courses assuming seating availability exists.

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

3. Student eligibility requirements for participation in the Early College Program:

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

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

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

4. Process for students and their parents to elect to participate in the Early College Program:

A. Application Procedure: To participate in the Early College Program at SJR State, eligible rising 8th grade students are required to attend one of SJR State's Early College Program Information Sessions. The completed lottery application must be submitted, with all necessary signatures, by the posted deadline. The SBCC will confirm that the student is eligible to participate in the Early College Program. All application deadlines will be published by the respective SBCC and posted on SJR State's website each spring <https://www.sjrstate.edu/dual.html>.

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

5. Identification of instructional methods and instructors for all courses: *Early College Program/Dual Enrollment*

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

6. Identification of student advising and progress monitoring mechanisms:

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

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

C. Progress Monitoring Mechanism: Parties involved with the Early College Program will need to refer to the SJR State and the SBCC Dual Enrollment articulation agreement for the following areas: Responsibility for Student Screening and Student Policies, Procedures, and Behavioral Expectations.

7. Program Management and Quality Assurance:

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

8. Student Grades and Records:

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

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

9. Responsibility for Costs:

For dual enrollment courses offered on the College campus and online, the SBCC shall pay the standard tuition rate per credit hour from the Florida Education Finance Program (FEFP). For dual enrollment courses offered on the high school campus by a qualified high school teacher, by an SJR State adjunct, or by an SJR State full-time instructor, the SBCC shall be responsible for the college's actual costs associated with dual enrollment. For 2022-2023, the following per credit hour rates will apply:

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

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

9. Cost Savings to Students:

Based on SJR State's 2022-2023 in-state tuition rate for Florida residents of \$110 per credit hour, for 30 credit hours, the tuition cost savings to students would be \$3,300, and the estimated textbook cost savings to students would be \$1,420, for a total cash savings of \$4,720. For students who complete the full SJR State Early College Program, completing 60 college credits and earning the Associate in Arts degree, the tuition cost savings to students would be \$6,600, and the estimated textbook cost savings to students would be \$2,840, for a total cash savings of \$9,440.

**2023 Early College Program Contract Execution Between
The School Board of Clay County and St. Johns River State College**

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

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

Signed on this _____ day of _____ 2022

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 _____ 2022

for the School Board of Clay County, Florida:

Chairman, the School Board of Clay County

Superintendent, the School Board of Clay County

June 30, 2022 - Regular School Board Meeting

Title

C13 - Approve Interlocal Agreement Between The School Board of Clay County, Florida, and South Village Community Development District Regarding Usage of District Recreational Facilities

Description

The School Board, for the past several years, has entered into an Interlocal Agreement with South Village Community Development, the purpose of which is to allow the Middleburg High School swim team to use the competition swimming pool facilities at the South Village Community Development for practices and swim meets. The contract is essentially unchanged from its format drafted in 2021 with the exception of the deletion of restrictions necessitated by the COVID pandemic.

Gap Analysis

N/A

Previous Outcomes

N/A

Expected Outcomes

Approval of this item will allow Middleburg High School swim team to use the South Village Community Aquatic Facility competition swimming pool facility for practices and for swim meets.

Strategic Plan Goal

N/A

Recommendation

Approve Interlocal Agreement as submitted.

Contact

Martin Aftuck, Principal Middleburg High School; J. Bruce Bickner, School Board Attorney

Financial Impact

None

Review Comments

Attachments

- ① [Middleburg High School Swim Team Pool Use Agreement \(2022\) - South Village.pdf](#)

INTERLOCAL AGREEMENT BETWEEN THE SCHOOL BOARD OF CLAY COUNTY, FLORIDA, AND SOUTH VILLAGE COMMUNITY DEVELOPMENT DISTRICT REGARDING USE OF DISTRICT'S AMENITY COMPLEX FACILITIES

THIS AGREEMENT (“Agreement”) is effective ____ day of ____ 2022, and is by and between:

SOUTH VILLAGE COMMUNITY DEVELOPMENT DISTRICT, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, with offices at 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (the "District"), and

THE SCHOOL BOARD OF CLAY COUNTY, FLORIDA (“School Board”) **FOR THE USE AND BENEFIT OF THE MIDDLEBURG HIGH SCHOOL SWIM TEAM** (“Swim Team”), 900 Walnut Street, Green Cove Springs, Florida 32043 (the School Board and the Swim Team together with the District, the “Parties”).

RECITALS

WHEREAS, it is the purpose and intent of this Agreement to permit and authorize the School Board and the District to make the most efficient use of their respective resources, authority and capabilities by enabling them to cooperate on the basis of mutual advantage and to achieve the results provided in this Agreement pursuant to Section 163.01, *Florida Statutes*, known as the Florida Interlocal Cooperation Act of 1969 (“Cooperation Act”); and

WHEREAS, it is the purpose of the Cooperation Act to provide a means by which the School Board and the District may exercise their respective privileges and authority which they may have separately, but which pursuant to this Agreement and Cooperation Act they may exercise collectively; and

WHEREAS, the District is a special-purpose unit of local government established pursuant to and governed by Chapter 190, *Florida Statutes*; and

WHEREAS, the District owns, operates and maintains certain recreational facilities, including a competition pool (“Aquatic Facilities”); and

WHEREAS, the School Board, on behalf of the Swim Team, approached the District and expressed desires to make use of the Aquatic Facilities for practices and the hosting of swim meets; and

WHEREAS, the District is willing to allow the Swim Team to make use of the Aquatic Facilities for practices and swim meets provided that such use does not impede the operation of the Aquatic Facilities; and

WHEREAS, the District has determined that providing the School Board with the ability to use the competition pool is a benefit to the District, is a proper public purpose, and makes appropriate use of the Aquatic Facilities; and

WHEREAS, the District and the School Board warrant and agree that they have all right, power and authority to enter into and be bound by this Agreement.

NOW, THEREFORE, in consideration of the recitals, agreements, and mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the Parties, the Parties agree as follows:

SECTION 1. RECITALS. The recitals so stated are true and correct and by this reference are incorporated into and form a material part of this Agreement.

SECTION 2. TERM. This Agreement shall be effective June 30, 2022, and shall terminate on November 30, 2022, unless terminated early in accordance with Section 8 below. However, the covenants and obligations of School Board contained in this Agreement shall survive termination for acts and omissions which occurred during the effective term of this Agreement.

SECTION 3. USAGE BY SWIM TEAM.

A. **Usage; Generally.** The District hereby grants to the Swim Team a license to use the Aquatic Facilities for practices and meets in accordance with the schedules attached hereto as **Exhibit A**, as coordinated between the District's representative and the Swim Team representative, and with the guidelines provided in **Exhibit B**, both of which are incorporated herein by this reference ("License"). Swim Team shall hold no more than five (5) "Home" meets (four already scheduled and possible one more where indicated as "pending") as indicated in the schedule provided in Exhibit A. The License to use the Aquatic Facilities is limited to the hours provided in such schedules. In consideration of said use of the Aquatic Facilities, School Board and Swim Team agree to the following conditions:

- i. Access to the Aquatic Facilities is limited to the competition pool, the pool decks, parking lot serving the Aquatic Facilities and designated restrooms in case of emergencies. No other use of, or access to, the District's recreational facilities is permitted.
- ii. Swim Team understands and acknowledges that there are limited parking spaces available at the District's facilities, which is primarily available for District residents wishing to utilize the District's recreational facilities. During the meets, the Swim Team will leave at least one (1) row of parking spaces closest to the Aquatic Facilities open and available to residents who want to use the District facilities. Swim Team shall be responsible for redirecting the traffic to enforce the same. No parking shall impede the flow of traffic on the streets. Swim Team staff shall inform its team members and the visiting teams and spectators coming to the meets of the limited parking available at the District facilities and shall encourage them to carpool to the District facilities. Swim Team shall, to the maximum extent possible, carpool to the District facilities for practices and meets, and whenever feasible, shall utilize a school bus or similar mode of mass transportation to arrive at the District facilities.

iii. The District hereby designates the District Manager or his or her designee as the District's representative.

iv. Swim Team's use of Aquatic Facilities shall be in conjunction with the use of the Aquatic Facilities by other members of the public and by other swim teams, if any, and the Swim Team use shall not interfere with the operation of the Aquatic Facilities as a public improvement.

v. All use of the Aquatic Facilities shall be subject to the policies and regulations of the District, including but not limited to the South Village Facilities and Amenity Policies, the Guidelines for the Swim Team Usage and Guidelines for Swim Team Meets, which are incorporated herein and attached as **Exhibit B**.

vi. The District shall have the right to take such actions as are necessary to preserve the health, safety and welfare of its residents, landowners, lands and facilities.

vii. Persons identified as Coaches by the Swim Team, and any such Coach's minor children, may participate on the Swim Team and make use of the Aquatic Facilities during Swim Team practices and meets, regardless of the Coach's status as a paid user of the facilities, subject to the terms and conditions of this Agreement.

viii. The Swim Team shall (i) provide one (1) time payment of five hundred dollars and zero cents (\$500.00) to the District. If requested by the District, Swim Team shall (ii) provide a minimum of five volunteers for one resident event as arranged by the District; and (iii) provide at least ten (10) volunteer hours each week during the term of this Agreement (which may include resident events referenced above).

ix. All individuals associated with the Swim Team must submit a waiver in substantially the form attached hereto as **Exhibit C** before accessing the District's Aquatic Facilities. Allowing use without an executed waiver is grounds for termination of this Agreement. This waiver is in addition to any other waivers required by the School Board, Swim Team or the District.

B. Usage During an Endemic or Pandemic. In the event of a known endemic or pandemic affecting the locality whereupon the District is located, the Parties agree that additional procedures may apply to the Swim Team's usage of the Aquatic Facilities, which shall apply by an amendment to this Agreement to be executed by the Parties and Swim Team agrees to enter into same, as necessary.

SECTION 4. CARE OF THE PROPERTY. School Board agrees to use all due care to protect the property of the District, its residents and landowners from damage, and to require any meet participants invited to the Aquatic Facilities to do the same. School Board agrees that it shall assume responsibility for any and all damage to the District's facilities or lands as a result of School Board's use under this Agreement other than damage which may be attributable to ordinary wear and tear as determined by the District. In the event that any damage to the

District's facilities or lands occurs, the District shall notify School Board of such damage and shall allow the School Board's agents or employees the opportunity to examine the damage prior to repair. Swim Team agrees that the District may make whatever arrangements necessary, in its sole discretion, to promptly make any such repairs as is necessary to preserve the health, safety and welfare of the District's lands, facilities, residents and landowners. Swim Team agrees to reimburse the District for any such repairs within thirty (30) days of receipt of an invoice from the District reflecting the cost of the repairs made under this Section.

SECTION 5. ENFORCEMENT. A default by either Party under this Agreement shall entitle the other Party to all remedies available at law or in equity, which shall include, but not be limited to, the right of damages, injunctive relief and specific performance. Notwithstanding this, the School Board's right to recover damages from the District on any and all claims of any type shall be limited in all instances to no more than five-hundred dollars and zero cents (\$500.00).

SECTION 6. INDEMNIFICATION AND INSURANCE. The Swim Team agrees to indemnify and hold harmless the District and its officers, agents and employees from any and all liability, claims, actions, suits or demands by any person, corporation or other entity for injuries, death or property damage of any nature, arising out of, or in connection with, wholly or in part by, the use of the District's facilities and lands by the Swim Team and its guests, including litigation or any appellate proceedings, both in and outside court proceedings, with respect thereto, and specifically including but not limited to claims arising out of or connected to alleged or actual exposure to the COVID-19 virus.

Notwithstanding any terms of this Agreement to the contrary, the Parties agree that nothing herein shall be construed as a waiver of either the School Board's or the District's sovereign immunity or limits of liability beyond any statutory limited waiver of immunity or limits of liability which may have been adopted by the Florida Legislature in Section 768.28, *Florida Statutes*, or other statute. The School Board, subject to the School Board's self-insured retention, agrees and covenants to provide liability insurance with limits of One Million Dollars (\$1,000,000.00) applicable to bodily injury, sickness or death in any one occurrence and One Million Dollars (\$1,000,000.00) for loss or damage to property in any one occurrence and shall provide evidence of such insurance in the form of an insurance certificate prior to commencing use of the District's facilities under this Agreement. Additionally, the School Board agrees that its policy may not be canceled during the term of this Agreement without at least thirty (30) days' written notice to the District.

Notwithstanding any language in this section to the contrary, nothing in this indemnification agreement shall be construed or interpreted to increase the scope or dollar limit of the Swim Team's or the School Board's liability beyond that which is set forth in Section 768.28, *Florida Statutes*, or to otherwise waive the Swim Team's/School Board's sovereign immunity, or to require the Swim Team/School Board to indemnify District or any other person, corporation, or legal entity of any kind or nature whatsoever for injury or loss resulting from any acts other than the negligent acts of the Swim Team or the School Board or its agents or employees. The Swim Team and the School Board shall not indemnify any party for attorney's fees or costs other than those court costs which are set forth by Florida Statute or other Florida law as recoverable costs of court.

SECTION 7. RECOVERY OF COSTS AND FEES. In the event either Party is required to enforce this Agreement by court proceedings or otherwise, then the substantially prevailing party shall be entitled to recover from the other party all costs incurred, excluding reasonable attorneys' fees.

SECTION 8. TERMINATION. Both Parties shall have the right to terminate this Agreement at any time without cause with written notice. However, the covenants and obligations of Swim Team contained in this Agreement shall survive termination for acts and omissions which occurred during the effective term of the agreement.

SECTION 9. ENTIRE AGREEMENT. This instrument, together with the attached Exhibits, shall constitute the final and complete expression of the agreement between the Parties relating to the subject matter of this Agreement.

SECTION 10. AMENDMENT. Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing that is executed by both Parties hereto.

SECTION 11. ASSIGNMENT. Neither the District nor the Swim Team may assign their rights, duties, or obligations under this Agreement or any monies to become due hereunder without the prior written approval of the other. Any attempted assignment without such written approval shall be void.

SECTION 12. APPLICABLE LAW. This Agreement and the provisions contained herein shall be construed, interpreted and controlled according to the laws of the State of Florida. The Parties consent to and agree that the exclusive venue for any litigation arising out of or related to this Agreement shall be in a court of appropriate jurisdiction, in and for Clay County, Florida.

SECTION 13. NOTICES. All notices, requests, consents and other communications hereunder ("Notices") shall be in writing and shall be delivered, mailed by overnight delivery service or First Class Mail, postage prepaid, to the Parties, as follows:

1. If to Swim Team: Middleburg High School Swim Team
2025 Highway 16 West
Green Cove Springs, Florida 32043
Attn: Carol McDougall, Swim Team Coach

- With a copy to: J. Bruce Bickner
Attorney to Clay County School Board
900 Walnut Street
Green Cove Springs, Florida 32043

2. If to District: South Village Community
Development District
475 West Town Place, Suite 114

St. Augustine, FL 32092
Attn: Jim Oliver, District Manager

With a copy to:

Kutak Rock LLP
107 W. College Avenue
Tallahassee, Florida 32301
Attn: Katie S. Buchanan, District Counsel

Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for the District and counsel for the School Board may deliver Notice on behalf of the District and the School Board. Any party or other person to whom Notices are to be sent or copied shall notify the other parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days' written notice to the parties and addressees set forth herein.

SECTION 14. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Agreement shall not affect the validity or enforceability of the remaining portions of this Agreement, or any part of this Agreement not held to be invalid or unenforceable.

SECTION 15. AUTHORIZATION. The execution of this Agreement has been duly authorized by the appropriate body or official of the District and the School Board, both the District and the School Board have complied with all the requirements of law, and both the District and the School Board have full power and authority to comply with the terms and provisions of this instrument.

SECTION 16. HEADINGS FOR CONVENIENCE ONLY. The descriptive headings in this Agreement are for convenience only and shall neither control nor affect the meaning or construction of any of the provisions of this Agreement.

SECTION 17. EXECUTION IN COUNTERPARTS. This Agreement may be executed in any number of counterparts, each of which, when executed and delivered, shall constitute an original, and such counterparts together shall constitute one and the same instrument. Signature and acknowledgment pages, if any, may be detached from the counterparts and attached to a single copy of this Agreement to physically form one document.

SECTION 18. ACCESS TO RECORDS. 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. Access to such public records may not be blocked, thwarted, and/or hindered by placing the public records in the possession of a third party, or an unaffiliated party.

SECTION 19. FILING. After approval of this Agreement by the respective governing bodies of the School District and the District, and its execution by the duly qualified and authorized officers of each of the Parties, the District shall cause this Agreement to be filed with the Clerk of the Circuit Court of Clay County, Florida, in accordance with the requirements of Section 163.01(11), *Florida Statutes*.

[Signatures on next page]

DRAFT

IN WITNESS WHEREOF, the Parties hereto have signed and sealed this Agreement on the day and year first written above.

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

By _____
Mary S. Bolla, Chairperson
Dated: _____

Witness:

By _____ Dated: _____
BONNIE O'NORA
Secretary/Assistant Secretary

Attest:

By _____ Dated: _____
DAVID S. BROSKIE, Superintendent of
Schools

[Signatures continued on next page]

Reviewed for legal sufficiency by:

J. BRUCE BICKNER, Attorney for The School
Board of Clay County, Florida

Dated: _____

SOUTH VILLAGE COMMUNITY
DEVELOPMENT DISTRICT

By _____

Chairperson, Board of Supervisors

Dated: _____

Witness:

By _____

- Exhibit A** Swim Team Practice and Meet Schedules
- Exhibit B** Guidelines for Swim Team Usage
- Exhibit C** Form of Waiver

EXHIBIT A

Practice Schedule:

July 25th through July 29th: 7:30 am–9:30 am

Remainder of Regular Season: Monday through Friday, 2:30pm-4:30 pm

Middleburg Swimming

Coach Sandra Rechis
srechis@hotmail.com
 904-477-2263

Coach Andrea Wilhite
coachwilhite369@gmail.com
 904-589-0360

2022 Schedule

Date	Opponent	Home/Away	Warm Up	Meet Time
AUG 23	ST JOHN'S CLASSICAL ACADEMY HILLARD	HOME	3:30PM	4:30PM
AUG 30	ST JOHNS COUNTRY DAY	AWAY	4PM	4:30PM
SEP 6	CLAY COUNTY RELAY INVITE	AWAY	TBD	TBD
SEP 13	ST AUGUSTINE	HOME	4:30PM	5:30PM
SEP 17?	FRANK HOLLEMAN INVITE	AWAY		
SEP 20	CLAY	AWAY	4:00PM	4:30PM
SEP 29	RIDGEVIEW	HOME	3:30PM	4:30PM
OCT 4/6	PENDING			
OCT 11	ORANGE PARK (SENIOR NIGHT)	HOME	3:30PM	4:30PM
Oct 17-22	Districts	TBD	TBD	TBD
Oct 24-29	Regionals	TBD	TBD	TBD
Nov 4	3A State	Stuart	7:00am	TBD

EXHIBIT B

Guidelines for Swim Team Usage

1. All Swim Team usage of Aquatic Facilities must be pre-scheduled with District staff prior to the beginning of practices.
2. Usage of the District facilities is limited to the Aquatic Facilities named in the Agreement and this exhibit ONLY. The Swim Team shall not have access to any other District's recreational facilities, including but not limited to the clubhouse.
3. Spectators that are not District residents may be present and are allowed to attend Swim Team competitions and meets subject to the conditions of this Agreement. However, the District, in its sole discretion, reserves the right to limit the number of such spectators (1) should the Aquatic Facilities exceed then-effective occupancy capacity or (2) should it be necessary to protect the health, safety or welfare of the District, its landowners, residents or its guests or the District property.
4. Spectators and/or guests that are not District residents shall not be present during swim practices.
5. Swim Team is responsible for ensuring that Swim Team members, visiting teams, guests and spectators, as applicable, abide by all District rules and policies, which may be amended from time to time in the District's sole discretion.
6. No Swim Team practices may be held on weekends or on days or times that the family pool is closed UNLESS the practices are held prior to facility opening to the public, or otherwise as permitted by the District. On those days, practice will end by 11:00 am and the Swim Team shall be responsible straightening any chairs, disposing of trash in trash receptacles and general clean-up after each practice, returning the Aquatic Facilities to the same condition as before the practice started. Other restrictions may apply during a public health emergency, such as the an endemic or a pandemic, or as otherwise required by the District.
7. Except with the prior approval of the District, no Swim Team competitions may be held on weekends or on days that the family pool is closed, unless otherwise as permitted by the District. Swim Team shall be responsible for straightening any chairs, disposing of trash in trash receptacles and general clean-up after each meet, returning the Aquatic Facilities to the same condition as before the meet started. Other restrictions may apply during a public health emergency, such as an endemic or a pandemic, or as otherwise required by the District.
8. No outside vendors will be allowed to sell food at any time.
9. Swim Team practices may use all but one lane, which will remain reserved for District residents.

10. Swim Team roster must be provided to the District 15 days prior to practices beginning or as soon as practicable. Roster must include all coaching staff.
11. The District reserves the right to retain a security guard or guards for the swim meets at Swim Team's expense if the District, in its sole and unrestricted discretion, deems it desirable.
12. Swim Team shall be responsible for automobile parking on swim meet days. Swim meets are expected to surpass the District's parking lot capacity, and the Swim Team shall have volunteers available to manage such overflow parking. Swim Team Members, visiting teams or spectators are prohibited from parking on private property.
13. The Agreement with the District, the School Board and the Swim Team must be signed and provided to the District 15 days prior to practices beginning or as soon as practicable.
14. Proof of insurance must be provided to the District prior to practices beginning or as soon as practicable.

DRAFT

EXHIBIT C

WAIVER OF LIABILITY AND HOLD HARMLESS AGREEMENT

(“ACKNOWLEDGEMENT AND RELEASE”)

I _____, on behalf of my minor child _____ (“Participant”) acknowledge that I have freely chosen to have my child participate in certain recreational activities (the “Activities”) sponsored by the Middleburg High School Swim Team (“Swim Team”) at the South Village Community Development District (“District”) amenity facilities (“Facilities”). I understand that neither the Swim Team nor the Swim Team instructor(s) (“Instructor”) are affiliated in any way with the District and that the District does not endorse any such third parties, and that the District makes no representations concerning the qualifications or ability of any such third parties to conduct, teach, or lead the Activities.

On behalf of Participant, I acknowledge that Participant willfully and voluntarily assumes and accepts sole responsibility for all risks related to participation in the Activities, including, but not limited to, the risks mentioned above, damage to, loss or theft of real or personal property, or other loss or harm of any kind or nature. I acknowledge on behalf of Participant that he or she is voluntarily participating in the Activities with knowledge of the dangers involved, and Participant agrees to assume and accept sole responsibility for Participant’s safety and for any and all harm that may occur.

I acknowledge on behalf of Participant that the District recommends that the Participant consult a physician prior to engaging in the Activities and that Participant has either had a physical examination and been given a physician’s approval to participate in the Activities or otherwise has elected to participate in the Activities; therefore, Participant assumes all risk and responsibility for participation in the Activities.

I further acknowledge and agree that participating in the Activities may increase the Participant’s exposure to the COVID-10 virus, or other contagions. I acknowledge that the participant voluntarily assumes all risks associated with such exposure and resulting illness.

I agree that by participating in the Activities, I will fully comply with all of District’s rules, policies and orders, which may be amended from time to time, or face ejection from the Facilities.

By signing this Acknowledgment and Release, I also hereby release the District and its Supervisors, officers, staff, employees, agents, assigns and volunteers (“Released Parties”) from and against any and all claims, demands, actions, complaints, suits or other forms of liability that any of them may sustain arising out of or related to, wholly or in part by, my or my child(ren)’s (a) participation in the Activities, (b) failure to comply with the measures imposed by the Clay County School Board, the Swim Team or the District, (c) failure to comply with local, state, and federal laws and policies, procedures, effective guidance regarding COVID-19, and the District amenity rules and policies; or (d) any damage, injury, or illness caused by me or my child(ren) (together, the “Released Claims”).

I also agree to indemnify and hold harmless the Released Parties from the Released Claims, including any and all related costs, attorneys’ fees, liabilities, settlements, and/or judgments. I confirm that I have carefully read this Acknowledgment and Release, fully understand the above conditions, and agree to its terms knowingly and voluntarily. I also confirm that I am the parent or legal guardian of the child(ren) named below and that I am 18 years of age or older.

IN WITNESS WHEREOF, I have signed this Acknowledgment and Release on this _____ day of _____, 2022.

SIGNATURE: _____

NAME: _____

NAMES OF MINOR CHILD(REN): _____

School Board of Clay County

June 30, 2022 - Regular School Board Meeting

Title

C14 - CTE Out of State and Overnight Field Trips

Description

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

Group	Function	Date	Destination
FCCLA	State Conference	March 23-28, 2022	Orlando, FL
	National Conference	July 2-July 6, 2023	Denver, CO
TSA	Leadership Training Conference	October 19-22, 2022	Altamonte Springs, FL
	State Conference	February 22-26, 2023	Orlando, FL
	National Conference	June 28-July 2, 2023	
FFA	Chapter President Conference	August 2022 (TBD)	Orlando, FL
	State Conference	June 19-23, 2023	Orlando, FL
	National Conference	October 26-29, 2022	Indianapolis, IN
	Sunbelt AG Expo	October 18-20, 2022	Moultrie, GA
FBLA	State/National Fall Conference	November 4-6, 2021	Orlando, FL
	State Conference	March 11-14, 2022	Orlando, FL
	National Conference	June 27-June 30, 2023	Atlanta, GA
HOSA	State Conference	April 13-16, 2023	Orlando, FL
	National Conference	June 21-24, 2023	Dallas, TX
Skills USA	State Conference	April 10-13, 2023	Jacksonville, FL
	National Conference	June 19-23, 2023	Atlanta, GA

*Trips might require students/teachers to travel a day prior to or after conference starting/ending date.

Gap Analysis

Career and Technical Student Organizations (CTSO) are co-curricular organizations for CTE students such as FFA, TSA, FBLA, HOSA, SkillsUSA, FCCLA. CTOS extend teaching and learning through innovative programs, business and community partnerships and leadership experiences at the school, state and national levels. CTOS are a powerful avenue for helping our nation address key challenges such as workforce development, student achievement, economic vitality and global competitiveness. CTOS are authorized by the U.S. Congress in the Carl D. Perkins Career and Technical Education Improvement Act.

Previous Outcomes

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

Expected Outcomes

It is important to recognize that CTOS provide students leadership development skills as well as hands on learning through project based activities. CTOS events expose students to new experiences which increases their engagement within their educational experience.

Strategic Plan Goal

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

Recommendation

The CTE Department recommends the school board approves out-of-state or overnight travel for any events on the official CTSO state calendars.

Contact

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

Financial Impact

None

Review Comments

Attachments

- ☞ [CTE Out-of-State and Overnight Field Trips \(1\).pdf](#)

DRAFT

**CTE Out-of-State and Overnight Field Trips
Career and Technical Student Organization (CTSO)
State and National Leadership Conferences**

FCCLA

- State: March 22-27, 2023 Orlando, FL
- National: July 2-July 6, 2023 Denver, CO

TSA

- Leadership Training Conference: October 19-22, 2022 Altamonte Springs, FL
- State: February 22-26, 2023 Orlando, FL
- National: June (Dates to be determined) 2023

FFA

- Chapter President Conference: August (Dates to be determined) 2022 Orlando, FL
- State: June 19-23, 2023 Orlando, FL
- National: October 26-29, 2022 Indianapolis, Indiana

FBLA

- Florida/National Fall Conference: November (Dates to be determined) 2022
- State: March (Dates to be determined) 2023 Orlando, FL
- National: June 27-30, 2023 Atlanta, GA

HOSA

- State: April 13-16, 2023 Orlando, FL
- National: June 21-24, 2023 Dallas, TX

SKILLS USA

- State: April 10-13, 2023 Jacksonville, FL
- National: June 19-23, 2023 Atlanta, GA

***trips might require students/teachers to travel a day prior or after conference starting/ending date**

**THE FUTURE
IS NOW**

DRAFT

The Next Sunbelt Ag Expo is October 18-20, 2022

Are you a new vendor interested in exhibiting at the Sunbelt Ag Expo?
Click the button below to apply today!

NEW VENDORS APPLY

June 30, 2022 - Regular School Board Meeting

Title

C15 - Behavior Management Consultants

Description

The School Board of Clay County must provide behavioral support to meet student needs. Behavior Management Consultants (BMC) allows the district to meet obligations under the Individuals with Disabilities Act (IDEA), to students with significant behavioral needs. In collaboration with district staff, BMC supports the students, teachers, and families through behavior related services, including applied behavior analysis.

Gap Analysis

Behavior Management Consultants provide the expertise of Board Certified Behavior Analysts (BCBA) for students with the most significant of behaviors. BMC assists in the design and implementation of behavior management plans, provides training and coaching on Applied Behavior Analysis techniques, and assists in the development of crisis intervention plans for identified students. BCBAs are extremely difficult to hire directly as school board employees. Contracting with Behavior Management Consultants ensures that the district meets the IDEA requirements of a free, appropriate public education (FAPE) for all students with disabilities.

Previous Outcomes

The district has contracted services with Behavior Management Consultants since 2014, providing assistance for students with very complex behaviors. The staff at BMC collaborates as needed with teachers, parents, behavior specialists, mental health professionals, agency personnel and other educators in case management, problem solving, and data collection. This organization provides exemplary services to the district.

Expected Outcomes

Behavior Management Consultants will help meet the unique needs of students with significant behavioral needs, which will in turn will improve the student’s academic, social, and emotional development. The district will continue to contract with Behavior Management Consultants for students who require extensive behavioral services in the educational environment.

Strategic Plan Goal

Goal 1: Develop Great Educators and Leaders

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

Recommendation

That the Clay County School Board approve Behavior Management Consultants Contract for the 2022-2023 school year.

Contact

Melanie Sanders, Director of ESE, 904-336-6866, Melanie.Sanders@myoneclay.net

Heather Teto, Chief of Elementary Education, 904-336-6906, Heather.Teto@myoneclay.net

Financial Impact

The projected cost of implementing this contractual agreement is about \$225,000.00.

Funding Source: 0100.5200.310.9005.0000

Review Comments

Attachments

[220147 Behavior Management Consultants.pdf](#)

FOLLOW ALL PROCEDURES ON BACK OF THIS FORM

Contract # **220147**
 Number Assigned by Purchasing Dept.



CONTRACT REVIEW

BOARD MEETING DATE:
June 30, 2022
 WHEN BOARD APPROVAL IS REQUIRED DO NOT PLACE ITEM ON AGENDA UNTIL REVIEW IS COMPLETED
 Must Have Board Approval over \$100,000.00

Date Submitted: 5/25/2022

Name of Contract Initiator: Melanie Sanders

Telephone #: 904-336-6866

School/Dept Submitting Contract: CO/ESE

Cost Center # 9005

Vendor Name: Behavior Management Consultants

Contract Title: Independent Contractor Services Agreement

Contract Type: New Renewal Amendment Extension Previous Year Contract # 220009

Contract Term: July 1, 2022 - June 30, 2023

Renewal Option(s):

Contract Cost: \$230,000.00

BUDGETED FUNDS – SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT

Funding Source: Budget Line # 0100.5200310.9005.0000

Funding Source: Budget Line # _____

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

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

REQUIRED DOCUMENTS FOR CONTRACT REVIEW PACKAGE (when applicable):

____ Completed Contract Review Form

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

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

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

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

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

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

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

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

Workers' Compensation = \$100,000 Minimum

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

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

____ COVID-19 Waiver (If Applicable)

____ Release and Hold Harmless (If Applicable)

RECEIVED
MAY 24 2022
PURCHASING

RECEIVED
6/02/2022
SBAO

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

CONTRACT REVIEWED BY:

COMMENTS BELOW BY REVIEWING DEPARTMENT

Purchasing Department

Same as Contract 220009

Review Date

*BYS
5/27/22*

School Board Attorney

Review Date

*JS
6/6/22*

Other Dept. as Necessary

Review Date

PENDING STATUS: YES NO

IF YES, HIGHLIGHTED COMMENTS ABOVE MUST BE CORRECTED BY INITIATOR

FINAL STATUS

APPROVED

DATE: *6.8.22*



INDEPENDENT CONTRACTOR SERVICES AGREEMENT

This CONTRACTOR Services Agreement ("Agreement") is made as of the effective date set forth below, by and between the SCHOOL BOARD OF CLAY COUNTY, Florida (hereinafter referred to as "SBCC"), a body corporate pursuant to s. 1001.40, Florida Statute, whose principal place of business is 900 Walnut Street, Green Cove Springs, Florida 32043 and Behavior Management Consultants (hereinafter referred to as "CONTRACTOR"), whose principal place of business is PO Box 10827, Tallahassee, FL 32302

WHEREAS, the SBCC is engaged in the activity of providing educational opportunities to children; and

WHEREAS, CONTRACTOR has experience, skill, and expertise in delivering the services and/or products described in this Agreement; and

WHEREAS, the SBCC is interested in procuring the services and/or products of CONTRACTOR, as best fits the needs of the school district as determined by the SBCC; and

WHEREAS, CONTRACTOR desires to provide their services and/or products to the Exceptional Student Education School/Department,

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

1. The Company, Vendor, Agency, or Consultant, of Contract for Goods and Services, hereafter collectively and individually referred to as the "CONTRACTOR".
2. CONTRACTOR represents that it is an independent contractor and that it requires that the SBCC treat it as such. CONTRACTOR agrees:
 - a. That it has no rights to any benefits extended by the SBCC to its employees [including without limitation, sick leave, vacation time, insurance coverage, etc.];
 - b. That it will not take a position contrary to their status as an independent contractor, and agrees to accept the responsibilities placed on independent contractors by federal and state law [accordingly, the SBCC will not make the deductions or contributions that an employer may be required to make with respect to its employees, and the undersigned will be responsible for all federal and state tax and fund obligations, including without limitation, income tax, Social Security, unemployment compensation, etc.];
 - c. CONTRACTOR agrees, as an independent contractor and not an employee of the SBCC, it is responsible for providing their own Worker's Compensation Insurance and social security/self-employment contributions.
3. CONTRACTOR acknowledges and accepts responsibility for all risks of injury and loss associated with the performance of this Agreement. In addition to any other statutory or common law obligation to indemnify and defend the SBCC, CONTRACTOR shall indemnify, defend, and hold harmless the SBCC, its officers, and employees from any claim, loss, damage, penalty, or liability arising from the negligent acts, omissions, misfeasance, malfeasance, or intentionally wrongful conduct of CONTRACTOR, its employees, or agents relating to the performance of duties imposed upon CONTRACTOR by this Agreement. Such indemnity shall not be limited by benefits payable by or for CONTRACTOR under worker's compensation, disability, or any other employee benefits or insurance programs or policies. Contractor shall timely provide to the SBCC written notice of any claim, complaint, or demand asserted against CONTRACTOR related to the performance of this Agreement. CONTRACTOR's obligations under this section shall survive the termination of this Agreement.
4. CONTRACTOR agrees to be bound by, and at its own expense comply with, all federal, state, and local laws, ordinances, and regulations applicable to the services. CONTRACTOR shall review and comply with the confidentiality requirements of federal and state law and the SBCC policy regarding access to and use of records.

5. Reservation of Sovereign Immunity: No provision or language in the underlying contract shall be construed or interpreted to increase the scope or dollar limit of the SBCC's liability beyond that which is set forth in Section 768.28 of the Florida Statutes. Nor shall any such language be construed or interpreted to waive the SBCC's sovereign immunity from suit, or to require the SBCC to indemnify CONTRACTOR or any other person, corporation or legal entity of any kind or nature whatsoever for injury or loss resulting from any acts or omissions other than those which arise from the actionable negligence of the SBCC. The SBCC expressly reserves all other protections and privileges related to its sovereign immunity.
6. CONTRACTOR will perform the services in a thorough, efficient, and professional manner, promptly and with due diligence and care, and in accordance with the best practices of the profession, utilizing qualified and suitable personnel, equipment and materials. CONTRACTOR warrants and represents to the SBCC that it possesses the expertise, capability, equipment and personnel to properly perform the services and that it is properly and legally licensed to perform the services. CONTRACTOR acknowledges that the SBCC is relying on the warranties and representations made by CONTRACTOR.
7. Method of Payment: Services and/or Products satisfactorily received shall be compensated in accordance with Attachment A and the following terms:
 - a. Procurement is performed in accordance with applicable law, State Board of Education Rules, Clay County School Board Policy and other applicable rules and regulations which govern. CONTRACTOR shall be paid in accordance with the Local Government Prompt Payment Act (218.70, et seq., Florida Statutes) upon submission of detailed invoices to the appropriate location listed on the District Purchase Order and/or the School Internal Account Purchase Order, and only after delivery and acceptance of the services and/or products provided.
 - b. Services and/or Products, as authorized by and listed in Attachment A, shall be compensated by Hour Rate (cost per hour) / Fixed Fee (*includes direct and indirect costs*) / Flat Rate (*cost for scope of work*) / etc.
 - c. Direct reimbursement for travel expenses, as authorized by and listed in Attachment A, shall be made in accordance with the requirements and rates found at F.S. 112.061 and any applicable SBCC policies.
 - d. Incurrence of other direct expenses, if any, must be pre-approved in writing by the SBCC.
 - e. Unless otherwise required by law, the SBCC's payment obligations (if any) arising from the underlying Agreement are contingent upon an annual appropriation by the School Board and the availability of funds to pay for the contracted services and/or products provided. If such funds are not appropriated for the underlying Agreement and results in its termination, such conditions/events shall not constitute a default by the SBCC.
8. The SBCC and CONTRACTOR have mutual rights to terminate this Agreement with or without cause and without penalty or further payment, at any time upon thirty (30) days written notice to the other party. However, if it is determined by the SBCC that the work is not being performed as agreed herein, CONTRACTOR shall be deemed to be in default, and the SBCC reserves the right to cancel this Agreement immediately.
9. Force Majeure: Neither party to this Agreement shall be liable for delays or failures in performance under this Agreement (other than obligations relating to payment, confidentiality, and protection of ownership and intellectual property rights) resulting from acts or events beyond the reasonable control of such party (a "Force Majeure Event"), including acts of war, terrorism, acts of God, earthquake, flood, embargo, riot, sabotage, labor dispute, wide spread outbreak of disease or pandemic, governmental act, failure of the internet, power failure, or energy, utility, or telecommunications interruptions, provided that the delayed party: (i) gives the other party prompt notice of such cause; and (ii) uses its reasonable commercial efforts to promptly correct such failure or delay in performance. In the event that a Force Majeure Event lasts for more than 90 days, and the party experiencing the initial delay cannot correct its failure or delay in performance during that period of time, despite using its reasonable commercial efforts to do so, the other party may terminate the affected portions of this Agreement.
10. This Agreement shall not be modified or amended except in writing, duly agreed to and executed by the parties.
11. CONTRACTOR shall not assign this Agreement in whole or in part, without the express written consent of the SBCC Purchasing Department.
12. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida and venue shall be in Clay County, Florida.
13. No other representations or promises shall be binding on the parties hereto except those representations or promises contained herein.

14. In the event that any part, term, or provision of this Agreement is, in a court of competent jurisdiction, found to be illegal or unenforceable, the validity of the remaining portions and provisions will not be affected, and the rights and obligations of the parties shall be construed and enforced as if this Agreement did not contain the particular part, term, or provision held to be so invalid.
15. Should any litigation be commenced in connection with this Agreement, the prevailing party shall be entitled to reasonable attorney fees and court costs.
16. The parties hereto represent that they have reviewed this Agreement and have sought legal advice concerning the legal significance and ramifications of this Agreement.
17. CONTRACTOR shall retain records associated with the services and/or products provided herein for a period of three years following final payment. CONTRACTOR shall, with reasonable notice, provide the SBCC access to these records during the above retention period.
18. Jessica Lunsford Act: SBCC is required to conduct background screening of CONTRACTOR (including its employees, agents, and sub-contractors) (go to [Clay County District Schools website](#) for fingerprinting procedures). CONTRACTOR represents and warrants to the SBCC that CONTRACTOR is familiar with Sections 1012.32, 1012.321, 1012.465, 1012.467, and 1012.468 of the Florida Statutes regarding background investigations. CONTRACTOR covenants to comply with all requirements of the above-cited statutes at CONTRACTOR's sole expense and shall provide the SBCC proof of such compliance upon request.

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

19. E-Verify: CONTRACTOR named herein, and its subcontractors, are required to register with and use the U.S. Department of Homeland Security's (DHS) E-Verify system to verify the work authorization status of all newly hired employees. By executing this Agreement, the CONTRACTOR certifies that it, and any sub-contractors with which it contracts, are registered with, and use, the E-Verify system for all newly hired employees, and acknowledges that it must obtain an affidavit from its subcontractors in accordance with Section 448.095(2)(b) Fla. Stat. that the subcontractor does not employ, contract with or subcontract with any unauthorized alien. The CONTRACTOR must maintain a copy of such affidavit for the duration of the Agreement. This section serves as notice to the CONTRACTOR that, pursuant to the terms of Section 448.095(2)(c) 1 and 2, Florida Statutes, the SBCC shall terminate this Agreement if it has a good faith belief that the CONTRACTOR has knowingly violated Section 448.09(1), F.S.. If the SBCC has a good faith belief that the subcontractor, without the knowledge of the CONTRACTOR, has knowingly violated Section 448.09(1) or 448.095(2), F.S., the SBCC shall notify the CONTRACTOR and order the CONTRACTOR to immediately terminate the contract with the subcontractor. If the SBCC terminates an Agreement with a CONTRACTOR pursuant to sec. 448.095(2)(c), F.S., the CONTRACTOR will not be awarded a public contract for at least one year after the date of such termination.
20. The CONTRACTOR certifies that CONTRACTOR is in compliance with the requirements of law regarding equal employment opportunity for all persons without regard to age, race, color, religion, sex, national origin, or disability and is not on the Discriminatory Vendor List pursuant to Florida Statute 287.134.
21. CONTRACTOR shall, at CONTRACTOR's sole expense, procure and maintain during the term of this Agreement, at least the following minimum insurance coverage, which shall not limit the liability of CONTRACTOR:

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

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

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

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

22. CONTRACTOR shall not solicit or accept brokerage or any other fees or remuneration from any provider of the SBCC insurance program.
23. CONTRACTOR recognizes and acknowledges that by virtue of entering into this Agreement and providing services hereunder, CONTRACTOR, its agents, employees, officers, and subcontractors may have access to certain confidential information and processes, including confidential student information, personal health information, financial records, and access to the SBCC networks (hereinafter "Confidential Information"). CONTRACTOR agrees that neither it nor any CONTRACTOR agent, employee officer, or subcontractor will at any time, either during or subsequent to the term of this Agreement, disclose to any third party, except where permitted or required by law or where such disclosure is expressly approved by the SBCC in writing, any Confidential Information. In addition, following expiration of said Agreement, CONTRACTOR, its agents, employees, officers, and subcontractors shall either destroy or return to the SBCC all Confidential Information. With 72-hours written notification, the SBCC reserves the right to determine whether or not Confidential Information has been destroyed and such confirmation may include inspecting the CONTRACTOR's facilities and equipment. CONTRACTOR understands and agrees that it is subject to all federal and state laws and SBCC rules relating to the confidentiality of student information. Contractor further agrees to comply with the Family Educational Rights and Privacy Act ("FERPA") 34 C.F.R. § 99. Contractor shall regard all student information as confidential and will not disclose personally-identifiable student records or information to any third party without appropriate legal authorization. Access to SBCC data or networks shall require a SBCC Data-Sharing and Usage Agreement and shall only be authorized by the SBCC IT Department.
24. CONTRACTOR is required to comply with the Florida Public Records Law, Chapter 119, Florida Statutes, in the performance of CONTRACTOR's duties under this Agreement, and will specifically:
 - a. Keep, maintain, and produce upon request and within a reasonable period of time all data created or collected in the performance of its duties under this Agreement ("Agreement Data") which come within the definition of a "public record" under Chapter 119.
 - b. Provide to the SBCC, upon its request and free of charge, a copy of each record which CONTRACTOR seeks to produce in response to a public records request.
 - c. Ensure all Agreement Data considered exempt under Chapter 119 are not disclosed except as authorized by law.
 - d. Upon completion of its obligations under the Agreement, transfer to the SBCC, at no cost, all Agreement Data in CONTRACTOR's possession or otherwise keep and maintain such data/records as required by law. All records transmitted to the SBCC must be provided in a format that is compatible the SBCC's information technology systems.
 - e. The SBCC is authorized to collect, use or release social security numbers (SSN) of CONTRACTOR and their employees for the following purposes, which are noted as either required or authorized by law to be collected. The collection of social security numbers is either specifically authorized by law or imperative for the performance of the District's duties and responsibilities as prescribed by law (Sections 119.07(5)(a)2 and 3, Florida Statutes):
 - a) Criminal history and criminal background checks/Identifiers for processing fingerprints by Department of Law Enforcement, if SSN is available [Required by Fla. Admin. Code 11 C-6.003 and Fla. Stat. § 119.07(5)(a)6]

- b) Vendors/Consultants that District reasonably believes would receive a 1099 form if a tax identification number is not provided including for IRS form W-9 [Required by 26 C.F.R. § 31.3406-0, 26 C.F.R. § 301.61091, and Fla. Stat. § 119.07(5)(a)2 and 6]

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

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

- 25. **Government Funding:** Funding for this Agreement may be provided in whole or in part by one or more Government funding agencies (Federal, State, Local). As a result, CONTRACTOR shall comply with applicable Laws, Regulations, Executive Orders, and Governmental Agency Rules and Policies included but not limited to Florida Department of Education (DMS, SREF); Florida Statutes Chapter 287, 489; Code of Federal Regulations Titles: 2 – Grants and Agreements (2 C.F.R. §200), Title 7 – Agriculture (NSLP), Title 34 – Education (EDGAR, FERPA), Title 44 – Emergency Management and Assistance (FEMA); U.S. Code Titles: 20, 31, 40, 4.

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

In the event of any conflict or inconsistency between the terms and conditions of this Agreement and any terms or conditions set forth in any other document relating to the transactions contemplated by this Agreement, the terms and conditions set forth in this Independent Contractor Services Agreement shall prevail.

SBCC'S Representative with CONTRACTOR is: Melanie Sanders
 School/Department Name: CO/ESE
 Mailing Address: 23 South Green Street, Green Cove Springs, Fl 32043
 Phone #: 904-336-6866 Email Address: Melanie.Sanders@myoneclay.net

Accepted and Agreed to:

SCHOOL BOARD OF CLAY COUNTY

By: _____
 Print Name: Mary Bolla
 Title: Board Chair
 Date: _____

CONTRACTOR

By: *[Signature]*
 Print Name: Bikar Management Consultants
 Title: Owner
 Date: 5/20/2022

Attachment A

SCOPE OF SERVICES AND/OR PRODUCTS

1. **Description of Services and/or Products** (If sufficient space is not available on Attachment A, CONTRACTOR may provide information and append it to the Agreement as Attachment A-1, Attachment A-2, etc)

Contractor shall timely perform and deliver to the District services which include: contractor shall design and implement behavior intervention plans, provide training and coaching on Applied Behavior Analysis techniques, and develop crisis intervention plans for identified students.

Contractor shall collaborate as needed with agencies, parents and behavior specialists, mental health professionals, agency personnel, and educators in case management and problem solving.

Contractor shall maintain detailed progress notes on student performance

DRAFT

2. **Term:**

The term of this Agreement shall commence on July 1, 2022 and continue until June 30, 2023, unless earlier terminated as set forth in Agreement.

3. **Fee:**

The CONTRACTOR shall provide services and/or products described in Attachment A, at the rate of \$ 75.00 (Hour Rate (cost per hour)) / Fixed Fee (includes direct and indirect costs) / Flat Rate (cost for scope of work) / etc). The total compensation under this agreement shall not exceed \$ 230,000.00.

NOTIFICATION DOCUMENT

Waiver Requires Signature At Time Of Entrance On SBCC Property

Masks are Highly Encouraged and a signed COVID-19 Waiver will be required by all Vendors, Visitors, Volunteers, Non-Employees, Employees not drawing District pay at the time they are on campus, or others conducting business on our property.

COVID-19 WAIVER

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

In consideration of being allowed to participate in any way in any activity which takes place on Clay County School District ("CCSD") property (facilities or grounds) I, the undersigned vendor, volunteer, parent, or legal guardian, acknowledge, understand, and agree that by participating in events and activities at Clay County School District facilities/property: (1) there are certain risks to me and my child(ren) arising from or related to possible exposure to communicable diseases including, but not limited to, COVID-19, the virus "severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2)", which is responsible for the Coronavirus Disease (also known as COVID-19) and/or any mutation or variation thereof (collectively referred to as "Communicable Diseases"); (2) I am fully aware of the hazards associated with such Communicable Diseases and; (3) I knowingly and voluntarily assume full responsibility for any and all risk of personal injury or other loss that I may sustain in connection with such Communicable Diseases, and; (4) I, for myself or for my minor child(ren) or ward(s), and on behalf of my/our heirs, assigns, beneficiaries, executors, administrators, personal representatives, and next of kin, HEREBY EXPRESSLY RELEASE, HOLD HARMLESS, AND FOREVER DISCHARGE CLAY COUNTY SCHOOL BOARD ("The District") and its officers, officials, agents, representatives, employees, other participants, sponsors, advertisers, and, if applicable, owners and lessors of premises upon which CCSD related events and activities take place (the "Released Parties"), from any and all claims, demands, suits, causes of action, losses, and liability of any kind whatsoever, whether in law or equity, arising out of or related to any ILLNESS, INJURY, DISABILITY, DEATH, OR OTHER DAMAGES incurred due to or in connection with any Communicable Diseases, WHETHER ARISING FROM THE NEGLIGENCE OF THE RELEASED PARTIES OR OTHERWISE, to the fullest extent permitted by law.

I agree that this Agreement is intended to be as broad and inclusive as is permitted by the laws of the State of Florida, and if any portion hereof is held invalid, it is agreed that the remainder shall continue in full legal force and effect.

I certify that I am the legal parent/guardian of the MINOR CHILDREN listed below, and that I HAVE READ AND UNDERSTAND THE FOREGOING RELEASE and affirm that I, on behalf of myself and my minor child(ren), do consent and agree to the complete, total and unequivocal release of all the Released Parties as provided above.

I HAVE READ THIS RELEASE OF LIABILITY AND ASSUMPTION OF RISK AGREEMENT, FULLY UNDERSTAND ITS TERMS, UNDERSTAND THAT I HAVE GIVEN UP SUBSTANTIAL RIGHTS BY SIGNING IT, AND SIGN IT FREELY AND VOLUNTARILY WITHOUT ANY INDUCEMENT.



Participant/Vendor/Volunteer/Parent Signature

5/20/22

Date

C. Baker Wright

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. Contactor had an opportunity to review and consult with legal counsel regarding this document.
10. Contactor 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: Behavior Management Consultants

Signature of Authorized Representative: 

Printed Name of Authorized Representative: C. Baker Wright

Title of Authorized Representative: Owner

Date: 5/20/22

Exhibit # 2 (a)

EDGAR CERTIFICATIONS

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

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

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

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

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

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

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

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

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

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

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

EDGAR CERTIFICATIONS (continued)

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

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

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

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

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

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

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

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

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

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

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

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

EDGAR CERTIFICATIONS (continued)

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

RECORDS ACCESS AND RETENTION

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

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

RECOVERED MATERIALS

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

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


Vendor's Name: Behavior Management Consultants
Signature of Authorized Representative: 
Print Name of Authorized Representative: C Baker Wright

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: Behavior Management Consultants

C. Baker Wright
Printed Name

Signature: 

Owner
Title of Authorized Representative

Date: 5/20/22

Exhibit # 2 (c)

DRUG-FREE WORKPLACE CERTIFICATION

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

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

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

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

CONTRACTOR NAME: Behavior Management Consultants

AUTHORIZED CONTACTOR REPRESENTATIVE SIGNATURE:

C. Baker Wright
(Printed Name)


(Signature)

Owner
(Title)

5/20/22
(Date)

Exhibit # 2 (d)

NON-COLLUSION AFFIDAVIT

STATE OF FLORIDA)
COUNTY OF CLAY)

My name is (INSERT NAME C. Baker Wright). 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 Behavior Management Consultants) 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 Behavior Management Consultants) 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: Behavior Management Consultants

AUTHORIZED CONTACTOR REPRESENTATIVE SIGNATURE:

C Baker Wright
(Printed Name)


(Signature)

Owner
(Title)

5/26/22
(Date)

Exhibit # 2 (e)

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

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

Contractor must disclose the names of any employees who are employed by Contractor who are also an employees of SBCC. Persons identified below may have obligations and restrictions applicable to them under Chapter 112, Florida Statutes.

Name of Contractor's Employee	SBCC Title or Position of Contractor's Employee	SBCC Department/School of Contractor's Employee
_____	_____	_____
_____	_____	_____
_____	_____	_____

Check one of the following and sign:

I hereby affirm that there are no known persons employed by Contractor who are also an employee of SBCC.

I hereby affirm that all known persons who are employed by Contractor who are also an employee of SBCC have been identified above.



Signature

Behavior Management Consultants

Company Name



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
05/04/2022

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
McKee Insurance Agency LLC
3512 Maclay Blvd S
Tallahassee FL 32312

CONTACT NAME: Christi Billington	
PHONE (A/C, No, Ext): (850) 224-6055	FAX (A/C, No): (850) 513-0646
E-MAIL ADDRESS: christi@mckeeagency.com	
INSURER(S) AFFORDING COVERAGE	
INSURER A: Lloyds of London	NAIC # 32727
INSURER B: Hartford Fire Insurance Company	19682
INSURER C: Arch Insurance Company	11150
INSURER D:	
INSURER E:	
INSURER F:	

INGURED
Behavior Management Consultants
PO Box 10827
Tallahassee FL 32302

COVERAGES **CERTIFICATE NUMBER:** Cert ID 17403 **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 SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
C	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	AAPKG1029806	05/02/2022	05/02/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$ COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION S		AAAUT2007106	05/02/2022	05/02/2023	EACH OCCURRENCE \$ AGGREGATE \$ \$
B	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A	21WECZT0937	01/11/2022	01/11/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
A	<input type="checkbox"/> Professional Liability		MEO1926436.22	04/01/2022	04/01/2023	Ea Occurrence \$ 1,000,000
A			MEO1926436.22	04/01/2022	04/01/2023	Aggregate \$ 3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Employee List as of 5/4/2022

Dayjah Aristilde, Renee Autrey, Dorian Barnas, Jeanne M Brower, Rebecca L Cassell, Kamila L Charles, Christina M Cherpak, Amberlee Culp, Apoorva Dasyam, Marylin Diaz, Yamileth Diaz, Jessica L Flowers, Haley Fortune, Thomas F Freeman, Jacob C Gandy, April A Gant, Brenda L Guevara, Shannon Kang, Alex M Knaub, Britany H Laberee, Hannah Lee, Patricia Lee, Hannah Lewnes, Summer Magliochetti, Ashley Malone, Ludmilla Matlock, Meredith D McMillan, Aaron J Mandelson, Bianca S Mitchell, Ashley Mitchell Buckman, Jenneily D Montes, Brandy Morris, Coleman Mosher, Britanny N O'Neal, Justine Panchuk, Anne M Perlman, Greydis Piedrahita, Katherine A Pride, Lori Rapp, Mary

CERTIFICATE HOLDER School District of Clay County 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 <i>Christi Billington</i>
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DESCRIPTION OF OPERATIONS SECTION CONTINUED

DATE
05/04/2022

CERTIFICATE HOLDER:

School District of Clay County

900 Walnut Street

Green Cove Springs FL 32043

INSURED:

Behavior Management Consultants

PO Box 10827
Tallahassee FL 32302

DESCRIPTION OF OPERATIONS CONTINUED:

Riordan, Miguel A Salas, Faith Setser, Kaitlyn D Simmons, Erica L Smith, Julie Steward, Lauren I Stookey, Nicole Vazquez, Jamie A Walker, Christy M Weeks, Lauren Weeks, Madison Williams, Cecil B Wright IV

Certificate holder is listed as additional insured for General Liability per terms and conditions of attached endorsement 00 GL0295 10 06 18

DRAFT

June 30, 2022 - Regular School Board Meeting

Title

C16 - Alonzo Sign Language Interpreting

Description

The School Board of Clay County must provide interpreters to meet current student needs. Students who are deaf/hard of hearing are entitled, under the Individuals with Disabilities Act (IDEA), to district provided interpreters in order to participate successfully in their education. IDEA also requires school districts to arrange for an interpreter for parents who are hard of hearing or deaf to ensure they are afforded the opportunity to participate and understand the proceedings in IEP team meetings.

Gap Analysis

Alonzo Sign Language Interpreting provides educational interpreters to facilitate communication between students who are deaf or hard of hearing and others, including teachers, related service providers, and peers within the educational teacher/student dialogue, and relevant sound information in the mode of communication used by the student. Educational Interpreters also help ensure parents who are deaf or hard of hearing are afforded the opportunity to understand the proceedings in IEP team meetings. Interpreters are extremely difficult to hire directly as school board employees. Contracting with Alonzo Sign Language Interpreters ensures that the district meets the IDEA requirements of a free, appropriate public education (FAPE) for all students with disabilities.

Previous Outcomes

The district has contracted services with Alonzo Sign Language Interpreting for a number of students and parents who are deaf or hard of hearing since 2011. This organization provides exemplary service to the district.

Expected Outcomes

Educational Interpreters will help meet the unique needs of students who are deaf or hard of hearing by providing communication access which in turn will improve the student's cognitive, linguistic, social, and emotional development. The district will continue to contract with Alonzo Sign Language Interpreting for students and parents who are deaf or hard of hearing and require interpreting services in the educational environment.

Strategic Plan Goal

Goal 1: Develop Great Educators and Leaders

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

Recommendation

The approval of the Independent Services Contract for the 2022-2023 with Alonzo Sign Language Interpreting, LLC.

Contact

Melanie Sanders, Director, ESE, 904-336-6866, Melanie.Sanders@myoneclay.net

Heather Teto, Chief of Elementary Education, 904-336-6906, Heather.Teto@myoneclay.net

Financial Impact

The projected cost of implementing this contractual agreement is about \$440,000.00. Funding Source 0100.5200.310.9005.0000

Review Comments

Attachments

📎 [220149 Alonzo Sign Language.pdf](#)

FOLLOW ALL PROCEDURES ON BACK OF THIS FORM

Contract # 220149
 Number Assigned by Purchasing Dept.



CONTRACT REVIEW

BOARD MEETING DATE:

June 30, 2022

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

Must Have Board Approval over \$100,000.00

Date Submitted: 5/25/2022

Name of Contract Initiator: Melanie Sanders

Telephone #: 904-336-6866

School/Dept Submitting Contract: CO/ESE

Cost Center # 9005

Vendor Name: Alonzo Sign Language Interpreting

Contract Title: Independent Contractor Services Agreement

Contract Type: New Renewal Amendment Extension Previous Year Contract # 210137

Contract Term: July 1, 2022 - June 30, 2023

Renewal Option(s):

Contract Cost: \$440,000.00

BUDGETED FUNDS – SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT

Funding Source: Budget Line # 0100.5200310.9005.0000

Funding Source: Budget Line # _____

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

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

REQUIRED DOCUMENTS FOR CONTRACT REVIEW PACKAGE (when applicable):

____ Completed Contract Review Form

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

____ SIGNED Addendum A (If not an SBAO Template Contract)*

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

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

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

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

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

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

Workers' Compensation = \$100,000 Minimum

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

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

____ COVID-19 Waiver (If Applicable)

____ Release and Hold Harmless (If Applicable)

SBAO
RECEIVED
 6/02/2022

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

CONTRACT REVIEWED BY:	COMMENTS BELOW BY REVIEWING DEPARTMENT
Purchasing Department BY: <u>BJS</u>	<u>Same as prior Contract 210137</u>
Review Date <u>5/27/22</u>	
School Board Attorney BY: <u>JB</u>	
Review Date <u>6/16/22</u>	
Other Dept. as Necessary	
Review Date	
PENDING STATUS: <input type="checkbox"/> YES <input type="checkbox"/> NO	IF YES, HIGHLIGHTED COMMENTS ABOVE MUST BE CORRECTED BY INITIATOR
FINAL STATUS	<input checked="" type="checkbox"/> APPROVED  DATE: <u>6.8.22</u>

CONTRACT REVIEW PROCESS FOR "ALL" CONTRACTS

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

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

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

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

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

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

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

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

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

IMPORTANT

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

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

Step 4: If Funded by Internal Account (IA), submit the Contract Review Package directly to SBAO.
Email: contractreview@myoneclay.net
The SBAO will begin the contract review process and return it directly to Initiator

Step 5: The Initiator is responsible for finalizing the Contract which includes:
Addressing Comments/Revisions, Obtaining Required Signatures, Send District Final Signed Contract to Purchasing OR Retain Internal Accounts Final Signed Contract at School per School Board Record Policy.
If there is a Cost associated with Contract, the Initiator must work with their Bookkeeper to finalize the Purchasing Process.
Budgeted Funds require a District Purchase Order. Internal Accounts require an IA Purchase Order.

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



INDEPENDENT CONTRACTOR SERVICES AGREEMENT

This CONTRACTOR Services Agreement (“Agreement”) is made as of the effective date set forth below, by and between the SCHOOL BOARD OF CLAY COUNTY, Florida (hereinafter referred to as “SBCC”), a body corporate pursuant to s. 1001.40, Florida Statute, whose principal place of business is 900 Walnut Street, Green Cove Springs, Florida 32043 and Alonzo Sign Language Interpreting (hereinafter referred to as “CONTRACTOR”), whose principal place of business is PQ Box 351888, Palm Coast, FL 32125.

WHEREAS, the SBCC is engaged in the activity of providing educational opportunities to children; and

WHEREAS, CONTRACTOR has experience, skill, and expertise in delivering the services and/or products described in this Agreement; and

WHEREAS, the SBCC is interested in procuring the services and/or products of CONTRACTOR, as best fits the needs of the school district as determined by the SBCC; and

WHEREAS, CONTRACTOR desires to provide their services and/or products to the ESE - Speech Language Pathology School/Department,

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

1. The Company, Vendor, Agency, or Consultant, of Contract for Goods and Services, hereafter collectively and individually referred to as the “CONTRACTOR”.
2. CONTRACTOR represents that it is an independent contractor and that it requires that the SBCC treat it as such. CONTRACTOR agrees:
 - a. That it has no rights to any benefits extended by the SBCC to its employees [including without limitation, sick leave, vacation time, insurance coverage, etc.];
 - b. That it will not take a position contrary to their status as an independent contractor, and agrees to accept the responsibilities placed on independent contractors by federal and state law [accordingly, the SBCC will not make the deductions or contributions that an employer may be required to make with respect to its employees, and the undersigned will be responsible for all federal and state tax and fund obligations, including without limitation, income tax, Social Security, unemployment compensation, etc.];
 - c. CONTRACTOR agrees, as an independent contractor and not an employee of the SBCC, it is responsible for providing their own Worker’s Compensation Insurance and social security/self-employment contributions.
3. CONTRACTOR acknowledges and accepts responsibility for all risks of injury and loss associated with the performance of this Agreement. In addition to any other statutory or common law obligation to indemnify and defend the SBCC, CONTRACTOR shall indemnify, defend, and hold harmless the SBCC, its officers, and employees from any claim, loss, damage, penalty, or liability arising from the negligent acts, omissions, misfeasance, malfeasance, or intentionally wrongful conduct of CONTRACTOR, its employees, or agents relating to the performance of duties imposed upon CONTRACTOR by this Agreement. Such indemnity shall not be limited by benefits payable by or for CONTRACTOR under worker’s compensation, disability, or any other employee benefits or insurance programs or policies. Contractor shall timely provide to the SBCC written notice of any claim, complaint, or demand asserted against CONTRACTOR related to the performance of this Agreement. CONTRACTOR’s obligations under this section shall survive the termination of this Agreement.
4. CONTRACTOR agrees to be bound by, and at its own expense comply with, all federal, state, and local laws, ordinances, and regulations applicable to the services. CONTRACTOR shall review and comply with the confidentiality requirements of federal and state law and the SBCC policy regarding access to and use of records.

5. Reservation of Sovereign Immunity: No provision or language in the underlying contract shall be construed or interpreted to increase the scope or dollar limit of the SBCC's liability beyond that which is set forth in Section 768.28 of the Florida Statutes. Nor shall any such language be construed or interpreted to waive the SBCC's sovereign immunity from suit, or to require the SBCC to indemnify CONTRACTOR or any other person, corporation or legal entity of any kind or nature whatsoever for injury or loss resulting from any acts or omissions other than those which arise from the actionable negligence of the SBCC. The SBCC expressly reserves all other protections and privileges related to its sovereign immunity.
6. CONTRACTOR will perform the services in a thorough, efficient, and professional manner, promptly and with due diligence and care, and in accordance with the best practices of the profession, utilizing qualified and suitable personnel, equipment and materials. CONTRACTOR warrants and represents to the SBCC that it possesses the expertise, capability, equipment and personnel to properly perform the services and that it is properly and legally licensed to perform the services. CONTRACTOR acknowledges that the SBCC is relying on the warranties and representations made by CONTRACTOR.
7. Method of Payment: Services and/or Products satisfactorily received shall be compensated in accordance with Attachment A and the following terms:
 - a. Procurement is performed in accordance with applicable law, State Board of Education Rules, Clay County School Board Policy and other applicable rules and regulations which govern. CONTRACTOR shall be paid in accordance with the Local Government Prompt Payment Act (218.70, et seq., Florida Statutes) upon submission of detailed invoices to the appropriate location listed on the District Purchase Order and/or the School Internal Account Purchase Order, and only after delivery and acceptance of the services and/or products provided.
 - b. Services and/or Products, as authorized by and listed in Attachment A, shall be compensated by Hour Rate (cost per hour) / Fixed Fee (*includes direct and indirect costs*) / Flat Rate (*cost for scope of work*) / etc.
 - c. Direct reimbursement for travel expenses, as authorized by and listed in Attachment A, shall be made in accordance with the requirements and rates found at F.S. 112.061 and any applicable SBCC policies.
 - d. Incurrence of other direct expenses, if any, must be pre-approved in writing by the SBCC.
 - e. Unless otherwise required by law, the SBCC's payment obligations (if any) arising from the underlying Agreement are contingent upon an annual appropriation by the School Board and the availability of funds to pay for the contracted services and/or products provided. If such funds are not appropriated for the underlying Agreement and results in its termination, such conditions/events shall not constitute a default by the SBCC.
8. The SBCC and CONTRACTOR have mutual rights to terminate this Agreement with or without cause and without penalty or further payment, at any time upon thirty (30) days written notice to the other party. However, if it is determined by the SBCC that the work is not being performed as agreed herein, CONTRACTOR shall be deemed to be in default, and the SBCC reserves the right to cancel this Agreement immediately.
9. Force Majeure: Neither party to this Agreement shall be liable for delays or failures in performance under this Agreement (other than obligations relating to payment, confidentiality, and protection of ownership and intellectual property rights) resulting from acts or events beyond the reasonable control of such party (a "Force Majeure Event"), including acts of war, terrorism, acts of God, earthquake, flood, embargo, riot, sabotage, labor dispute, wide spread outbreak of disease or pandemic, governmental act, failure of the internet, power failure, or energy, utility, or telecommunications interruptions, provided that the delayed party: (i) gives the other party prompt notice of such cause; and (ii) uses its reasonable commercial efforts to promptly correct such failure or delay in performance. In the event that a Force Majeure Event lasts for more than 90 days, and the party experiencing the initial delay cannot correct its failure or delay in performance during that period of time, despite using its reasonable commercial efforts to do so, the other party may terminate the affected portions of this Agreement.
10. This Agreement shall not be modified or amended except in writing, duly agreed to and executed by the parties.
11. CONTRACTOR shall not assign this Agreement in whole or in part, without the express written consent of the SBCC Purchasing Department.
12. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida and venue shall be in Clay County, Florida.
13. No other representations or promises shall be binding on the parties hereto except those representations or promises contained herein.

14. In the event that any part, term, or provision of this Agreement is, in a court of competent jurisdiction, found to be illegal or unenforceable, the validity of the remaining portions and provisions will not be affected, and the rights and obligations of the parties shall be construed and enforced as if this Agreement did not contain the particular part, term, or provision held to be so invalid.
15. Should any litigation be commenced in connection with this Agreement, the prevailing party shall be entitled to reasonable attorney fees and court costs.
16. The parties hereto represent that they have reviewed this Agreement and have sought legal advice concerning the legal significance and ramifications of this Agreement.
17. CONTRACTOR shall retain records associated with the services and/or products provided herein for a period of three years following final payment. CONTRACTOR shall, with reasonable notice, provide the SBCC access to these records during the above retention period.

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

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

19. E-Verify: CONTRACTOR named herein, and its subcontractors, are required to register with and use the U.S. Department of Homeland Security's (DHS) E-Verify system to verify the work authorization status of all newly hired employees. By executing this Agreement, the CONTRACTOR certifies that it, and any sub-contractors with which it contracts, are registered with, and use, the E-Verify system for all newly hired employees, and acknowledges that it must obtain an affidavit from its subcontractors in accordance with Section 448.095(2)(b) Fla. Stat. that the subcontractor does not employ, contract with or subcontract with any unauthorized alien. The CONTRACTOR must maintain a copy of such affidavit for the duration of the Agreement. This section serves as notice to the CONTRACTOR that, pursuant to the terms of Section 448.095(2)(c) 1 and 2, Florida Statutes, the SBCC shall terminate this Agreement if it has a good faith belief that the CONTRACTOR has knowingly violated Section 448.09(1), F.S.. If the SBCC has a good faith belief that the subcontractor, without the knowledge of the CONTRACTOR, has knowingly violated Section 448.09(1) or 448.095(2), F.S., the SBCC shall notify the CONTRACTOR and order the CONTRACTOR to immediately terminate the contract with the subcontractor. If the SBCC terminates an Agreement with a CONTRACTOR pursuant to sec. 448.095(2)(c), F.S., the CONTRACTOR will not be awarded a public contract for at least one year after the date of such termination.
20. The CONTRACTOR certifies that CONTRACTOR is in compliance with the requirements of law regarding equal employment opportunity for all persons without regard to age, race, color, religion, sex, national origin, or disability and is not on the Discriminatory Vendor List pursuant to Florida Statute 287.134.
21. CONTRACTOR shall, at CONTRACTOR's sole expense, procure and maintain during the term of this Agreement, at least the following minimum insurance coverage, which shall not limit the liability of CONTRACTOR:

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

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

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

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

22. CONTRACTOR shall not solicit or accept brokerage or any other fees or remuneration from any provider of the SBCC insurance program.
23. CONTRACTOR recognizes and acknowledges that by virtue of entering into this Agreement and providing services hereunder, CONTRACTOR, its agents, employees, officers, and subcontractors may have access to certain confidential information and processes, including confidential student information, personal health information, financial records, and access to the SBCC networks (hereinafter "Confidential Information"). CONTRACTOR agrees that neither it nor any CONTRACTOR agent, employee officer, or subcontractor will at any time, either during or subsequent to the term of this Agreement, disclose to any third party, except where permitted or required by law or where such disclosure is expressly approved by the SBCC in writing, any Confidential Information. In addition, following expiration of said Agreement, CONTRACTOR, its agents, employees, officers, and subcontractors shall either destroy or return to the SBCC all Confidential Information. With 72-hours written notification, the SBCC reserves the right to determine whether or not Confidential Information has been destroyed and such confirmation may include inspecting the CONTRACTOR's facilities and equipment. CONTRACTOR understands and agrees that it is subject to all federal and state laws and SBCC rules relating to the confidentiality of student information. Contractor further agrees to comply with the Family Educational Rights and Privacy Act ("FERPA") 34 C.F.R. § 99. Contractor shall regard all student information as confidential and will not disclose personally-identifiable student records or information to any third party without appropriate legal authorization. Access to SBCC data or networks shall require a SBCC Data-Sharing and Usage Agreement and shall only be authorized by the SBCC IT Department.
24. CONTRACTOR is required to comply with the Florida Public Records Law, Chapter 119, Florida Statutes, in the performance of CONTRACTOR's duties under this Agreement, and will specifically:
 - a. Keep, maintain, and produce upon request and within a reasonable period of time all data created or collected in the performance of its duties under this Agreement ("Agreement Data") which come within the definition of a "public record" under Chapter 119.
 - b. Provide to the SBCC, upon its request and free of charge, a copy of each record which CONTRACTOR seeks to produce in response to a public records request.
 - c. Ensure all Agreement Data considered exempt under Chapter 119 are not disclosed except as authorized by law.
 - d. Upon completion of its obligations under the Agreement, transfer to the SBCC, at no cost, all Agreement Data in CONTRACTOR's possession or otherwise keep and maintain such data/records as required by law. All records transmitted to the SBCC must be provided in a format that is compatible the SBCC's information technology systems.
 - e. The SBCC is authorized to collect, use or release social security numbers (SSN) of CONTRACTOR and their employees for the following purposes, which are noted as either required or authorized by law to be collected. The collection of social security numbers is either specifically authorized by law or imperative for the performance of the District's duties and responsibilities as prescribed by law (Sections 119.07(5)(a)2 and 3, Florida Statutes):
 - a) Criminal history and criminal background checks/Identifiers for processing fingerprints by Department of Law Enforcement, if SSN is available [Required by Fla. Admin. Code 11 C-6.003 and Fla. Stat. § 119.07(5)(a)6]

- b) Vendors/Consultants that District reasonably believes would receive a 1099 form if a tax identification number is not provided including for IRS form W-9 [Required by 26 C.F.R. § 31.3406-0, 26 C.F.R. § 301.61091, and Fla. Stat. § 119.07(5)(a)2 and 6]

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

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

25. **Government Funding:** Funding for this Agreement may be provided in whole or in part by one or more Government funding agencies (Federal, State, Local). As a result, CONTRACTOR shall comply with applicable Laws, Regulations, Executive Orders, and Governmental Agency Rules and Policies included but not limited to Florida Department of Education (DMS, SREF); Florida Statutes Chapter 287, 489; Code of Federal Regulations Titles: 2 – Grants and Agreements (2 C.F.R. §200), Title 7 – Agriculture (NSLP), Title 34 – Education (EDGAR, FERPA), Title 44 – Emergency Management and Assistance (FEMA); U.S. Code Titles: 20, 31, 40, 4.

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

In the event of any conflict or inconsistency between the terms and conditions of this Agreement and any terms or conditions set forth in any other document relating to the transactions contemplated by this Agreement, the terms and conditions set forth in this Independent Contractor Services Agreement shall prevail.

SBCC'S Representative with CONTRACTOR is: Melanie Sanders
 School/Department Name: CO/ESE
 Mailing Address: 23 South Green Street, Green Cove Springs, FL 32043
 Phone #: 904-336-6866 Email Address: Melanie.Sanders@myoneclay.net

Accepted and Agreed to:

SCHOOL BOARD OF CLAY COUNTY

By: _____

Print Name: Mary Bolla

Title: Board Chair

Date: _____

CONTRACTOR

By: 

Print Name: Wayne A. Nanzo

Title: Owner

Date: May 16, 2022

Attachment A

SCOPE OF SERVICES AND/OR PRODUCTS

1. **Description of Services and/or Products** (If sufficient space is not available on Attachment A, CONTRACTOR may provide information and append it to the Agreement as Attachment A-1, Attachment A-2, etc)

Interpreting Services to eligible ESE students, as determined by the Individual Education Plan (IEP) and to parents who require such a mode of communication.

Rates are set at \$42.00 per hour for intermittent/substitute service, portal to portal for interpreters traveling outside of their county. Travel time is to be billed to the closest quarter hour. Travel time will be capped at one (1) hour per interpreter. The School Board agrees to notify Contractor at least twenty-four (24) hours in advance of cancellation (including student absence). The School Board agrees to pay a four (4) hour minimum for all events in which notice is provided less than twenty-four (24) hours in advance.

DRAFT

2. **Term:**

The term of this Agreement shall commence on July 1, 2022 and continue until June 30, 2023, unless earlier terminated as set forth in Agreement.

3. **Fee:**

The CONTRACTOR shall provide services and/or products described in Attachment A, at the rate of \$ 42.00 (Hour Rate (cost per hour)) Fixed Fee (includes direct and indirect costs) / Flat Rate (cost for scope of work) / etc). The total compensation under this agreement shall not exceed \$ 500,000.00.

NOTIFICATION DOCUMENT

Waiver Requires Signature At Time Of Entrance On SBCC Property

Masks are 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

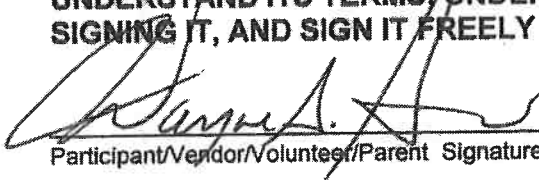
SCHOOL BOARD OF CLAY COUNTY, FLORIDA
RELEASE OF LIABILITY AND ASSUMPTION OF RISK RE: COVID 19 INFECTION

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

5/16/2022
Date

Wayne A. Nouzo
Printed Name

Name of each minor child for whom this Release applies, if applicable:

Exhibit # 1

WORKERS COMPENSATION ACKNOWLEDGEMENT FORM (WCAF)

The undersigned Contractor/Vendor ("Contractor") represents and acknowledges that it is an independent contractor and is not provided coverage under any self-insured workers compensation program of the School Board of Clay County, Florida (the "Board" or "District"), any primary workers compensation insurance policy purchased by or on behalf of the District, any excess workers compensation insurance purchased by or on behalf of the District, any risk sharing arrangement, risk sharing pool, or any state reimbursement fund for workers compensation payments made by the District, based on the following understandings and representations by the Contractor:

1. Contractor is not an "Employee" as defined under Chapter 440 of the Florida Statutes. The Parties agree that Chapter 440 describes remedies for employers and employees in place of Florida common law and limits the rights of independent contractors like the undersigned.
2. Contractor maintains a separate business with its own work equipment, material, and accommodations.
3. Contractor has a different federal employer identification number than the District or is a sole proprietor who is not required to obtain a federal employer identification number under state or federal regulations.
4. Contractor receives compensation for services rendered or work performed, and such compensation is paid to a business rather than to an individual.
5. Contractor maintains at least one bank account in the name of the Contractor or associated persons or entities for the purposes of paying business expenses related to the services rendered or work performed for the District.
6. Contractor performs work or is able to perform work for entities other than the District at the Contractor's election without the necessity of completing an employment application or process.
7. Contractor either provides its own workers compensation coverage or has elected to be exempt from workers compensation coverage.
8. Contractor has provided proof of other insurance, including liability insurance, to the District in the amounts required by the District.
9. Contractor had an opportunity to review and consult with legal counsel regarding this document.
10. Contractor understands that the District is relying upon the truthfulness and accuracy of representations in this acknowledgement as a material basis for the District entering into the underlying agreement(s) with Contractor.

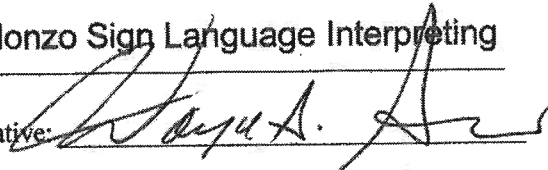
Name of Contractor/Vendor: Alonzo Sign Language Interpreting
Signature of Authorized Representative: 
Printed Name of Authorized Representative: Wayne A. Alonzo
Title of Authorized Representative: Owner
Date: 5/16/2022

Exhibit # 2 (a)

EDGAR CERTIFICATIONS

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

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

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

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

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

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

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

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

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

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

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

EDGAR CERTIFICATIONS (continued)

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

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

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

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

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

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

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

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

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

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

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

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

EDGAR CERTIFICATIONS (continued)

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

RECORDS ACCESS AND RETENTION

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

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

RECOVERED MATERIALS

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

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

Vendor's Name:

Alonzo Sign Language Interpreting

Signature of Authorized Representative:



Print Name of Authorized Representative:

Wayne A. Alonzo

Exhibit # 2 (b)

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION - LOWER TIER COVERED TRANSACTIONS

This certification is required by the Department of Education regulations implementing Executive Order 12549, Debarment and Suspension, 34 CFR Part 85, for all lower tier transactions meeting the threshold and tier requirements stated at Section 85.110.

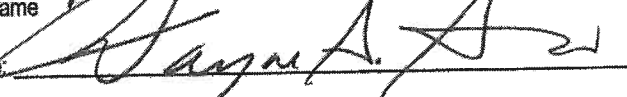
1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Non-Procurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Instructions for Certification:

1. The prospective lower tier participant certifies, by submission of this proposal that neither it nor its principals are:
 - a) presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency;
 - b) have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in performing a public (federal, state or local) transaction or contract under a public transaction; or for violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property;
 - c) are not presently indicted for or otherwise criminally or civilly charged by a government entity (federal, state or local) with commission of the offenses enumerated in this certification; or
 - d) have not within a three-year period preceding this application had one or more public transaction (federal, state or local) terminated for cause or default.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Name of Vendor: Alonzo Sign Language Interpreting

Printed Name: Wayne A. Alonzo

Signature: 

Title of Authorized Representative: Owner

Date: 5/16/2022

Exhibit # 2 (c)

DRUG-FREE WORKPLACE CERTIFICATION

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

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

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

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

CONTRACTOR NAME: Alonzo Sign Language Interpreting

AUTHORIZED CONTACTOR REPRESENTATIVE SIGNATURE:

Wayne A. Alonzo
(Printed Name)

Wayne A. Alonzo
(Signature)

Owner
(Title)

5/16/2022
(Date)

Exhibit # 2 (d)

NON-COLLUSION AFFIDAVIT

STATE OF FLORIDA)
COUNTY OF CLAY)

My name is (INSERT NAME Wayne A. Alonzo). I hereby attest that I am authorized to execute this affidavit on behalf of my firm, its owners, directors, and officers. I have personal knowledge of the price(s), guarantees and the total financial commitment represented in the firm's offer and/or contract.

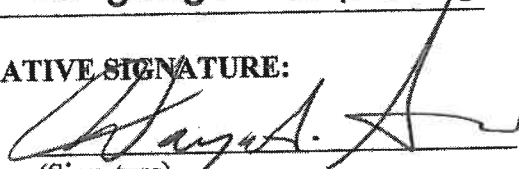
- 1) The firm's prices and amounts offered have been arrived at independently and without consultation, communication or agreement with any other contractor or respondent.
- 2) Neither the final nor approximate prices or amounts offered have been disclosed to any other firm or person who is a respondent or potential respondent, nor were they disclosed prior to opening of offers.
- 3) The offer from my firm is made in good faith and no attempt has been made to induce any firm or person to refrain from submitting an offer, or to submit an offer higher than our offer, or to submit any intentionally high or noncompetitive offer or other form of complementary offer.
- 4) (INSERT NAME OF COMPANY Alonzo Sign Language Interpreting) its affiliates, subsidiaries, officers, directors, employees are not currently under investigation by any governmental agency and have not in the last three years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding, proposing or offering on any public contract, except as follows:

I attest that (INSERT NAME OF COMPANY Alonzo Sign Language Interpreting) understands and acknowledges that the above representations are material and important, and will be relied on by the School Board of Clay County, Florida, in awarding the contract for which this offer is submitted. I understand and my firm understands that any misstatement of material representations herein stated shall be treated as intentional concealment of the true facts relating to submission of offers for this contract.

CONTRACTOR NAME: Alonzo Sign Language Interpreting

AUTHORIZED CONTACTOR REPRESENTATIVE SIGNATURE:

Wayne A. Alonzo
(Printed Name)


(Signature)

Owner
(Title)

5/16/2022
(Date)



ALONSIG-01

CTOUSE

DATE (MM/DD/YYYY)
5/16/2022

CERTIFICATE OF LIABILITY INSURANCE

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

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

PRODUCER CH Insurance Brokerage Services Co., Inc. 100 S. Salina St. Suite 370 Syracuse, NY 13202	CONTACT NAME: Caroline Touse	
	PHONE (A/C, No, Ext):	FAX (A/C, No):
E-MAIL ADDRESS: CTouse@chinsurance.cc		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A: Hartford Underwriters Ins. Co.		AF 30104
INSURER B:		
INSURER C:		
INSURER D:		
INSURER E:		
INSURER F:		

INSURED
 Alonzo Sign Language Interpreting, LLC
 Wayne Alonzo
 PO Box 361868
 Palm Coast, FL 32135-1868

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	ADCL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X	01SBMAP3X60	12/13/2021	12/13/2022	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		01SBMAP3X60	12/13/2021	12/13/2022	EACH OCCURRENCE \$ AGGREGATE \$ PER STATUTE <input type="checkbox"/> OTH-ER <input checked="" type="checkbox"/> EXEMPT ATTACHED E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N N/A If yes, describe under DESCRIPTION OF OPERATIONS below					PER STATUTE <input type="checkbox"/> OTH-ER <input checked="" type="checkbox"/> EXEMPT ATTACHED E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liab.		01SBMAP3X60	12/13/2021	12/13/2022	Each Claim 1,000,000
A	Professional Liab.		01SBMAP3X60	12/13/2021	12/13/2022	Aggregate 3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
The School Board of Clay County Florida is Additional insured per attached policy Blanket endorsement SL30320621.

CERTIFICATE HOLDER

CANCELLATION

School Board of Clay County Florida 23 Green St Green Cove Springs, FL 32043	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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ACORD 25 (2016/03)

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JIMMY PATRONIS
CHIEF FINANCIAL OFFICER

STATE OF FLORIDA
DEPARTMENT OF FINANCIAL SERVICES
DIVISION OF WORKERS' COMPENSATION

**** CERTIFICATE OF ELECTION TO BE EXEMPT FROM FLORIDA WORKERS' COMPENSATION LAW ****

NON-CONSTRUCTION INDUSTRY EXEMPTION

This certifies that the individual listed below has elected to be exempt from Florida Workers' Compensation law.

EFFECTIVE DATE: 7/21/2021

EXPIRATION DATE: 7/21/2023

PERSON: WAYNE ALONZO

EMAIL: ALONZOSLI@GMAIL.COM

FEIN: 800236770

BUSINESS NAME AND ADDRESS:

ALONZO SIGN LANGUAGE INTERPRETING, LLC

P.O. BOX 351888

PALM COAST, FL 32135

SCOPE OF BUSINESS OR TRADE:

Salespersons or Collectors
Outside

IMPORTANT: Pursuant to subsection 440.05(14), F.S., an officer of a corporation who elects exemption from this chapter by filing a certificate of election under this section may not recover benefits or compensation under this chapter. Pursuant to subsection 440.05(12), F.S., Certificates of election to be exempt issued under subsection (3) shall apply only to the corporate officer named on the notice of election to be exempt and apply only within the scope of the business or trade listed on the notice of election to be exempt. Pursuant to subsection 440.05(13), F.S., notices of election to be exempt and certificates of election to be exempt shall be subject to revocation if, at any time after the filing of the notice or the issuance of the certificate, the person named on the notice or certificate no longer meets the requirements of this section for issuance of a certificate. The department shall revoke a certificate at any time for failure of the person named on the certificate to meet the requirements of this section.

DFS-F2-DWC-252 CERTIFICATE OF ELECTION TO BE EXEMPT REVISED 08-13

E01349391

QUESTIONS? (850) 413-1609

June 30, 2022 - Regular School Board Meeting

Title

C17 - Affiliation Agreement between Clay County District Schools and Florida Gateway College.

Description

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

Gap Analysis

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

Previous Outcomes

Clay County District Schools currently has agreements with 25 Colleges/Universities, and this will be a new agreement with FGC.

Expected Outcomes

Placement of interns provides teacher candidates with real-world experiences that better prepares them for the rigors of classroom teaching. FGC is currently requesting the placement of 1 student.

Strategic Plan Goal

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

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

Recommendation

That the Clay County School Board approve the agreement between Clay County District Schools and Florida Gateway College.

Contact

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

Financial Impact

\$0

Review Comments

Attachments

[220113 Florida Gateway College \(2\).pdf](#)

FOLLOW ALL PROCEDURES ON BACK OF THIS FORM

Contract # **220113**
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: 04/01/2022

Name of Contract Initiator: Jennifer Shepard

Telephone #: 9043366951

School/Dept Submitting Contract: Professional Learning

Cost Center # 9009

Vendor Name: Florida Gateway College

Contract Title: FGC Student Affiliation Agreement

Contract Type: New Renewal Amendment Extension Previous Year Contract # 220096-?

Contract Term: 07/01/2022-06/30/2023

Renewal Option(s):

Contract Cost: \$0

BUDGETED FUNDS – SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT

Funding Source: Budget Line # _____

Funding Source: Budget Line # _____

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

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

REQUIRED DOCUMENTS FOR CONTRACT REVIEW PACKAGE (when applicable):

- Completed Contract Review Form
- SBAO Template Contract or other Contract (NOT SIGNED by District / School)
- SIGNED Addendum A (if not an SBAO Template Contract)*

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

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

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

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

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

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

Workers' Compensation = \$100,000 Minimum

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

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

COVID-19 Waiver (If Applicable)

Release and Hold Harmless (If Applicable)

RECEIVED
APR - 5 2022
PURCHASING

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

CONTRACT REVIEWED BY:	COMMENTS BELOW BY REVIEWING DEPARTMENT
Purchasing Department Review Date: 4/7/2022 (Signature: BPS)	No Cost "School" used 2x (?) - Change "School" to "College" on Page 1 as the referred Name
School Board Attorney Review Date: 4/25/22 (Signature: JB)	Section II, what Form(?) - No Form per Bickner ✓ Bruce - see my ? in pencil (Section III) see my notes regarding See changes in yellow
Other Dept. as Necessary Review Date:	
PENDING STATUS: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	IF YES, HIGHLIGHTED COMMENTS ABOVE MUST BE CORRECTED BY INITIATOR
FINAL STATUS	<input checked="" type="checkbox"/> APPROVED DATE: 6/6/22

AFFILIATION AGREEMENT

THIS AFFILIATION AGREEMENT (hereinafter referred to as the "AGREEMENT") is entered into by and between **FLORIDA GATEWAY COLLEGE** (hereinafter referred to as "COLLEGE"), a political subdivision of the State of Florida, whose address is 149 SE College Place, Lake City, Florida, 32025, and the **SCHOOL BOARD OF CLAY COUNTY** (hereinafter referred to as "SCHOOL BOARD") whose address is 900 Walnut Street; Green Cove Springs, FL 32043. COLLEGE and SCHOOL BOARD are hereinafter collectively referred to as "PARTIES."

WITNESSETH

WHEREAS, COLLEGE offers to enrolled students a degree program in the field(s) of Early Childhood AS, Early Childhood BS, Elementary Education BS, and Educator Preparation Institute; and

WHEREAS, SCHOOL BOARD and COLLEGE recognize the value and importance to the teaching profession, college teacher education programs and other professional programs, and desire that the public interest be served by ensuring a continuing source of competent and well-trained teaching professionals; and

WHEREAS, COLLEGE desires its students, hereinafter referred to as "INTERNS" to obtain teaching experience at a public SCHOOL of SCHOOL BOARD; and

WHEREAS, SCHOOL BOARD desires to provide the necessary facilities for said teaching experience in recognition of the need to educate teaching personnel, under the terms and conditions set forth hereunder in this AGREEMENT.

NOW, THEREFORE, in consideration of the mutual promises contained herein, the PARTIES hereby agree as follows:

I. PURPOSE

1. The purpose of this AGREEMENT is to provide educational experiences for selected COLLEGE INTERNS, which includes all students seeking field experiences under this contract. INTERNS include: Pre-Intern, any field experience prior to the intern semester, and Intern, the semester during which the COLLEGE student completes COLLEGE's professional education program in SCHOOL BOARD under the guidance of a fully certified professional, which take place at SCHOOL BOARD and in which SCHOOL BOARD will participate.
2. Field experiences may include the activities listed and defined hereunder:
 - a) Observation. INTERNS observes the classroom activities and does not interact with students.
 - b) Tutoring. INTERNS provide one-on-one instruction with SCHOOL BOARD students.
 - c) Classroom Assistant. INTERNS serves as an aide to SCHOOL BOARD teacher and/or assists SCHOOL BOARD teacher with instruction.
 - d) Small Group Instruction. INTERNS provide instruction to a subgroup of SCHOOL BOARD class.
 - e) Whole Class Instruction. INTERNS provide instruction for the entire SCHOOL BOARD class.
 - f) Other. Other field experiences acceptable to both PARTIES.
3. The term "SCHOOL" shall refer to SCHOOL BOARD programs, services, or individual educational facility locations headed by a Principal or other Program Administrator.

II. OBLIGATIONS OF THE COLLEGE

1. COLLEGE shall offer educational programs accredited by appropriate organizations; and will determine standards of education, hours of instruction, learning experiences, administration, matriculation, promotion, and graduation.
2. COLLEGE shall keep all records and reports on INTERN experiences in accordance with COLLEGE policy and regulatory requirements.
3. COLLEGE shall plan with SCHOOL BOARD administration, in advance, its schedule of INTERN assignments to the designated areas, including dates and numbers of INTERNS.
4. COLLEGE agrees to inform INTERNS that INTERNS shall be responsible for following the rules and regulations of SCHOOL BOARD, including recognition of the confidential nature of information regarding pupils and their records.
5. COLLEGE agrees to assume responsibility for the overall educational experience and grades of the INTERNS with consideration given to the Cooperating Teacher's assessment and overall evaluation of the INTERN.
6. COLLEGE shall verify to SCHOOL BOARD staff that each INTERN has completed the required academic preparation prior to tentative and final placement.
7. COLLEGE staff will be responsible for the coordination and implementation of the Clinical Education Program.
8. COLLEGE will assign a Supervisor who will collaborate with the Cooperating Teacher and will make periodic assessment of INTERNS' progress as required. For purposes of this AGREEMENT, the term "Cooperating Teacher" shall be defined as the district school educator who is a fully certified teacher, has completed clinical educator training, and successfully demonstrated effective classroom management strategies that consistently result in improved student performance, and has been assigned to supervise INTERNS, working daily to assist in developing the professional growth of INTERNS through demonstration of the instruction in teaching skills and attitudes, and working cooperatively with COLLEGE Supervisor and /or Area Coordinator in continuing evaluation of the INTERNS.
9. INTERNS shall not be considered as employees or agents of COLLEGE.
10. COLLEGE shall arrange meetings with appropriate SCHOOL BOARD staff to review and evaluate the progress of internships, if needed, consistent with SCHOOL BOARD staff availability. These meetings can be used for coordination and conflict resolution.
11. COLLEGE and its INTERNS shall obtain individual written approval before beginning any of the activities referred to in Section I of this AGREEMENT. Such approvals shall be in writing and approved by both PARTIES, and shall contain the signatures of all required PARTIES. COLLEGE and SCHOOL BOARD shall use a procedure for placement of INTERNS that is agreed upon by the SCHOOL BOARD Superintendent and COLLEGE President, or their respective representatives.

III. OBLIGATIONS OF THE SCHOOL BOARD

1. SCHOOL BOARD shall maintain sole responsibility for the instruction, education, and welfare of its pupils. SCHOOL BOARD shall be responsible for providing adequate staffing necessary to maintain the highest level of quality education for its pupils and appropriate INTERNS and COLLEGE staff orientations.
2. SCHOOL BOARD agrees INTERNS assigned to it for field experiences are under the supervision, control, and responsibility of SCHOOL BOARD.
3. SCHOOL BOARD shall determine the work location and assignment of INTERNS in collaboration with COLLEGE. Every effort shall be made to develop long term working relationships between teacher education programs and individual SCHOOLS in order to provide a variety of continuous and coordinated field experiences, consistent with Florida Statutes 1004.04. These relationships may be articulated in written plans and attached to this AGREEMENT hereunder as addenda with the approval of PARTIES.
4. In consideration of the COLLEGE's responsibility for the care and safety of its pupils, SCHOOL BOARD shall retain the right, in its sole discretion, to refuse or discontinue its facilities and services to any INTERN or COLLEGE staff and to remove an INTERN or COLLEGE staff who does not continuously meet the COLLEGE's professional or other requirements or the requirements of any appropriate authority controlling and directing SCHOOL BOARD facilities and services. INTERNS shall be instructed by COLLEGE to promptly and without protest leave an area whenever they are requested to do so by an authorized SCHOOL BOARD representative. In the event of a threat to pupil safety, which shall be determined by SCHOOL BOARD in its sole discretion, SCHOOL shall have the right to terminate the INTERN placement action immediately and shall both verbally and in writing notify COLLEGE and the INTERN as soon thereafter as is practicable.
5. SCHOOL BOARD shall provide qualified Cooperating Teachers for INTERNS. Cooperating Teachers shall be resource persons for INTERNS and COLLEGE staff. Cooperating Teachers selected by SCHOOL BOARD will: (a) assist in orienting INTERNS to the SCHOOL, the classroom, and the pupils; (b) explain all SCHOOL BOARD district policies, rules, and regulations to INTERNS; (c) provide prompt and substantive feedback to INTERNS regarding all performance activities and interactions with SCHOOL BOARD personnel, pupils, and parents; (d) complete evaluations of INTERNS' progress and submit them to COLLEGE Supervisor, after review with the applicable INTERN; (e) immediately inform COLLEGE Supervisor of any concerns regarding an INTERN; (f) shall establish a time to regularly meet and discuss with INTERNS their activities, impressions, reflections, and suggestions for goals and areas of improvement; (g) supervise INTERNS on a daily basis – if the Cooperating Teacher is absent from the SCHOOL for any reason, a SCHOOL approved substitute shall be assigned to the classroom. Under no circumstances shall an INTERN, even if he/she is certified, serve as the substitute of record during the student teaching experience unless a separate agreement has been negotiated in writing by SCHOOL BOARD and COLLEGE.
6. SCHOOL BOARD shall provide to COLLEGE and INTERNS the policies and procedures and other relevant materials necessary to allow INTERNS and COLLEGE personnel to function appropriately within the SCHOOL.
7. INTERNS assigned to SCHOOL BOARD shall follow the SCHOOL's protocols for health and safety.

8. INTERNS shall be under the direct supervision of the Cooperating Teacher during internship responsibilities. A co-teaching model will be implemented during the internship. Co-teaching is defined as: organizing classroom instruction to reduce the student-adult ratio and/or take advantage of two teachers' expertise, skills and knowledge while maintaining continuous student progress. The "solo teaching time of no less than two weeks" if required by COLLEGE program, will still be implemented but under the close supervision and direction of the Cooperating Teacher who will assure that student progress is maintained.
9. SCHOOL BOARD shall permit INTERNS access to the library facilities/curriculum laboratories available to their personnel. INTERNS may not remove materials from SCHOOL BOARD without appropriate approval.
10. SCHOOL BOARD shall keep confidential and shall not disclose to any person or entity (a) INTERN applications; (b) INTERN health records or reports; and/or (c) any INTERN records as defined in the Family Educational Rights and Privacy Act (FERPA), concerning any INTERN participating in the educational experiences provided by the SCHOOL, unless such disclosure is necessary to meet the requirements of this AGREEMENT, is authorized by the INTERN or is ordered by a court of competent jurisdiction. SCHOOL BOARD shall adopt and enforce policies and procedures necessary to protect the confidentiality of the INTERN records as defined herein or as otherwise required by law.
11. INTERNS shall not be considered employees or agents of the SCHOOL. INTERNS shall undergo a background screening pursuant to Florida Statutes 1012.32 and 1012.56, and applicable SCHOOL BOARD policies and procedures.

IV. INSURANCE

1. COLLEGE is a member of the Florida College System Risk Management Consortium (hereinafter referred to as "FCSCRM"). The FCSCRM provides COLLEGE and each of the FCSCRM "Program Participants" with the following types of insurance listed below during the entire period of this AGREEMENT and shall submit proof of maintenance prior to program participation and annually thereafter.
 - a) Commercial General Liability coverage in the amount of \$200,000.00 per occurrence and \$300,000.00 annual policy aggregate.
 - b) Student Professional Liability coverage in the amount of \$2,000,000.00 per occurrence and \$5,000,000.00 annual policy aggregate.
2. INTERNS shall be afforded the protection of law as specified in Florida Statutes 1012.39(3). COLLEGE will provide Workers Compensation Insurance for COLLEGE employees who oversee the internship process.
3. For all insurance required in the aforementioned paragraph 1(A) & 1(B), COLLEGE shall notify SCHOOL BOARD at least thirty (30) days in advance of any cancellation or modification of such insurance policy and shall provide to SCHOOL BOARD, upon request, proof of insurance evidencing the above coverage and renewals thereof.
4. COLLEGE agrees that INTERNS shall assume personal responsibility for their own medical care and hospitalization.

V. RESOLUTION OF CONFLICT

1. PARTIES agree to periodically review and discuss the operation of the AGREEMENT to ensure that each PARTY's objectives hereunder are being satisfied. PARTIES shall confer as otherwise necessary to the administration of this AGREEMENT.
2. In cases of conflict between an INTERN and a Cooperating Teacher that cannot be resolved, an appeal shall be made to COLLEGE Supervisor. If resolution is not achieved, an appeal shall be made to the SCHOOL Principal or designee. If resolution is not achieved, an appeal shall be made to COLLEGE and SCHOOL BOARD liaisons. Final resolution of conflicts, if necessary, shall be made by the SCHOOL BOARD Superintendent in consultation with COLLEGE's President.

VI. TERM AND NOTICE

1. The term of this AGREEMENT shall be for one (1) year and shall begin on July 1, 2022 and shall end on June 30, 2023.
2. This AGREEMENT may be terminated at any time by either party hereto, with or without cause upon sixty (60) days written notice to the other party, provided that INTERNS currently enrolled in the program shall be permitted to complete the course.
3. Any notices required or permitted under this AGREEMENT by either party to the other shall be made in writing and shall be deemed given if: delivered personally, emailed (read receipt requested), mailed by registered or certified mail (return receipt requested) or delivered by an express courier (with confirmation) to the PARTIES at the following addresses (or at such other address for a party as shall be specified by like notice):

If to COLLEGE:

Director of Procurement and Contracts
Florida Gateway College
149 SE College Place
Lake City, Florida 32025

If to SCHOOL BOARD:

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

VII. GENERAL PROVISIONS

1. PARTIES agree that neither SCHOOL BOARD nor COLLEGE shall on the basis of gender, marital status, race, religion, national origin, age, or disability pursuant to law as set forth in the Americans with Disabilities Act (ADA), be denied employment, receipt of services, access to or participation in school activities or programs if qualified to receive such services, or otherwise be discriminated against or placed in a hostile environment in any educational program or activity including those receiving Federal financial assistance, except as provided by law.
2. This AGREEMENT is not intended and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture or association between COLLEGE and SCHOOL BOARD and their employees, INTERNS, or agents, but rather is an agreement by and among the two independent contractors. Each INTERN is placed with SCHOOL BOARD in order to receive educational experience as part of the academic curriculum; duties performed by an INTERN are

not performed as an employee of SCHOOL BOARD but rather in fulfillment of the academic requirements of the educational experience and are performed under direct supervision by SCHOOL BOARD personnel. Neither PARTY shall have the power or authority to bind the other in any promise, agreement nor representation other than as specifically provided for in this AGREEMENT. To the extent allowed under state law, neither SCHOOL BOARD nor COLLEGE is required to provide workers' compensation coverage for the INTERNS participating in the educational experience. COLLEGE acknowledges that nothing in this AGREEMENT shall be construed to confer any right upon COLLEGE or COLLEGE personnel to participate in, control, or direct operations at the SCHOOL. PARTIES shall carry all necessary and appropriate insurance for itself, its employees and agents.

3. COLLEGE and SCHOOL BOARD shall require that each INTERN be fingerprinted in accordance with Florida law and SCHOOL BOARD policies and procedures, and that results of background screens be known to SCHOOL BOARD prior to placement of the INTERN in a district SCHOOL; pursuant to Florida law, no INTERN who fails to meet district criteria for criminal background check or has been convicted of a Level II criminal offense shall be placed into a public SCHOOL. SCHOOL BOARD reserves the authority to remove from the SCHOOL grounds and suspend SCHOOL access to any INTERN charged with any disqualifying offense until the completion of the INTERN's case disposition.
4. Either PARTY may require that each COLLEGE Supervisor be fingerprinted in accordance with Florida law and SCHOOL BOARD policies and procedures, and that results of background screenings be known to SCHOOL BOARD prior to supervision of an INTERN in a district SCHOOL; pursuant to Florida law, no COLLEGE Supervisor who fails to meet district criteria for criminal background check or has been convicted of a Level II criminal offense shall be permitted entry into a public SCHOOL. SCHOOL BOARD reserves the authority to remove from the SCHOOL grounds and suspend SCHOOL access to any COLLEGE Supervisor charged with any disqualifying offense until the completion of COLLEGE Supervisor's case disposition.
5. SCHOOL BOARD shall timely notify COLLEGE when any COLLEGE employee or INTERN has been involved in a reported incident and COLLEGE shall have the opportunity to participate in any on-going investigation and shall have access to any oral or written reports and any other documentation related to the reported incident as allowed under Florida law.
6. SCHOOL BOARD and its employees shall not be entitled to compensation from COLLEGE for services or actions of benefit to COLLEGE which are part of or related to this educational program.
7. This AGREEMENT constitutes the entire AGREEMENT as to the rights and obligations of the PARTIES hereto and supersedes all prior and contemporaneous agreements and undertakings of the PARTIES, whether oral or written, pertaining to the referenced subject matter.
8. Modifications or amendments of provisions of this AGREEMENT shall only be valid when they have been reduced to writing and duly signed by all PARTIES observing all the formalities of the original AGREEMENT, with the exception of COLLEGE and SCHOOL BOARD contacts identified in Section VI, of this AGREEMENT. Changes to the contacts will be provided to the other party in writing and a copy of the written notification shall be maintained in the official AGREEMENT file.
9. No waiver or breach of any term or provision of this AGREEMENT shall operate, or be construed to constitute, nor shall be, a waiver of any other breach of this AGREEMENT. All remedies, either under this AGREEMENT, or by law or otherwise afforded, will be cumulative and alternative. All

waivers to be effective shall be in writing and signed by a duly authorized officer of the waiving PARTY.

10. If any provision of the AGREEMENT is held or determined to be illegal, invalid or unenforceable under any present or future law, and if the rights or obligations of the PARTIES under this AGREEMENT will not be materially and adversely affected thereby, such provision will be fully severable; this AGREEMENT will be construed and enforced as if such illegal, invalid or unenforceable provision had never complied a part hereof; the remaining provisions of the AGREEMENT will remain in full force and effect will not be affected by the illegal invalid, or unenforceable provision or by its severance here from; and in lieu of such illegal, invalid or unenforceable provision, there will be added automatically as a part of this AGREEMENT a legal, valid and enforceable provision similar to the such illegal, invalid or unenforceable provision.
11. This AGREEMENT is not intended to create any rights or interests for any other person or entity other than SCHOOL BOARD or COLLEGE.
12. Each PARTY to this AGREEMENT represents and warrants that (i) it has the full power and authority to enter into this AGREEMENT and to carry out the transactions contemplated hereby applicable to it; and (ii) it has taken all action necessary to authorize the execution, delivery and performance of this AGREEMENT, and this AGREEMENT has been duly executed and delivered to such party.
13. Each PARTY to this AGREEMENT agrees to comply with all applicable federal, state and local laws, rules and regulations (hereinafter referred to as "LAWS"). In the event of a conflict, the LAWS shall take precedent over any provision of the AGREEMENT.
14. This AGREEMENT is governed by and shall be, construed according to the LAWS of the State of Florida. Venue for any litigation arising out of or in connection with this AGREEMENT shall be in a court of law located in Columbia County, Florida.
15. COLLEGE and district supervisors shall have required training pursuant to Florida Statutes 1004.04(5).
16. Subject to provisions herein to the contrary, this AGREEMENT shall inure to the benefit of and be binding upon the PARTIES hereto and their respective legal representatives, successors and permitted assigns. No PARTY may assign this AGREEMENT without the prior written consent of the other PARTY, the consent of which shall be given at the PARTY's sole discretion.
17. The paragraph headings herein are inserted for convenience only and shall not be construed to limit or modify the scope of any provision to this AGREEMENT.
18. No default, delay or failure to perform on the part of either PARTY shall be considered chargeable, hereunder, if such default, delay or failure to perform is due to causes beyond either PARTY's reasonable control including, but not limited to, strikes, lockouts, or inaction of governmental authorities, epidemics, war, embargoes, fire, earthquakes, acts of God, default of common carrier.

This AGREEMENT and all attachments and exhibits named herein that are attached hereto and incorporated by reference, represents the entire AGREEMENT of the PARTIES. Any alterations, variations, changes, modifications, or waivers of provisions of this AGREEMENT shall only be valid when they have been reduced to writing, duly signed by each of the PARTIES hereto, and attached to the original of this AGREEMENT, unless otherwise provided herein.

SCHOOL BOARD OF CLAY COUNTY

FLORIDA GATEWAY COLLEGE

Superintendent

President

Dr. Lawrence Barrett

Printed Name

Printed Name

Date

Date

Chairperson, School Board

Chairperson, Board of Trustees

Printed Name

Printed Name

Date

Date

THIS CONTRACT IS NOT VALID UNTIL SIGNED AND DATED BY BOTH PARTIES



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/2/2022

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 Arthur J. Gallagher Risk Management Services, Inc. 200 S. Orange Ave Suite 1350 Orlando FL 32801	CONTACT NAME: Jessica Montgomery PHONE (A/C, No, Ext): E-MAIL ADDRESS: Jessica_Montgomery@ajg.com	FAX (A/C, No): 407-370-3057	
	INSURER(S) AFFORDING COVERAGE		NAIC #
INSURED Florida Gateway College 149 SE Vocational Place Lake City, FL 32025-8703	INSURER A : Qualified Self Insurer		
	INSURER B : Safety National Casualty Corporation		15105
	INSURER C :		
	INSURER D :		
	INSURER E :		
INSURER F :			

COVERAGES

CERTIFICATE NUMBER: 1020910492

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			RM20220301	3/1/2022	3/1/2023	EACH OCCURRENCE \$ 200,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ Ea Occurrence Agg \$ 300,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			RM20220301	3/1/2022	3/1/2023	COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ 200,000 BODILY INJURY (Per accident) \$ 300,000 PROPERTY DAMAGE (Per accident) \$ Included \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	SP4066331	3/1/2022	3/1/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 2,000,000 E.L. DISEASE - EA EMPLOYEE \$ 2,000,000 E.L. DISEASE - POLICY LIMIT \$ 2,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			RM20220301	3/1/2022	3/1/2023	Self Insured Retention \$ 750,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 GL-Self Insured per Florida Statute 768.28 - \$200,000 per Person / \$300,000 per Occurrence Aggregate.
 WC-Statutory Excess of \$750,000 Self Insured Retention.

CERTIFICATE HOLDER**CANCELLATION**

Evidence of Insurance

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

June 30, 2022 - Regular School Board Meeting

Title

C18 - Affiliation Agreement between Clay County District Schools and St. Johns River State College.

Description

This agreement is between Clay County District Schools and St. Johns River State College for SJRSC students to participate in internships, practicums, and observations under the direction of a certified educator in Clay County schools.

Gap Analysis

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

Previous Outcomes

Clay County District Schools currently has agreements with 25 Colleges/Universities, and the current agreement with SJRSC is expiring. This agreement is a renewal of the previous contract. No changes have been made between the previous contract and this renewal contract.

Expected Outcomes

Placement of interns provides teacher candidates with real-world experiences that better prepares them for the rigors of classroom teaching. SJRSC is currently requesting the placement of 16 students for the Fall of 2022, and based on historical trends, we expect these numbers to increase as we get closer to the start of the school year.

Strategic Plan Goal

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

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

Recommendation

That the Clay County School Board approve the agreement between Clay County District Schools and St. Johns River State College.

Contact

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

Financial Impact

\$0

Review Comments

Attachments

[220134 St Johns River Student Affiliation.pdf](#)

FOLLOW ALL PROCEDURES ON BACK OF THIS FORM

Contract # 220134
 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: 5/9/2022

Name of Contract Initiator: Jennifer Shepard

Telephone #: 9043366951

School/Dept Submitting Contract: Professional Learning

Cost Center # 9009

Vendor Name: St Johns River State College

Contract Title: St Johns River State College Student Affiliation Agreement

Contract Type: New Renewal Amendment Extension Previous Year Contract # 190156

Contract Term: 8/1/2022-7/31/2025 Renewal Option(s): _____

Contract Cost: \$0

BUDGETED FUNDS – SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT

Funding Source: Budget Line # _____
 Funding Source: Budget Line # _____

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

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

REQUIRED DOCUMENTS FOR CONTRACT REVIEW PACKAGE (when applicable):

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

RECEIVED
 MAY 11 2022
 PURCHASING

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

CONTRACT REVIEWED BY:	COMMENTS BELOW BY REVIEWING DEPARTMENT
Purchasing Department <i>B78</i>	<i>0 Cost</i>
Review Date <i>5/12/22</i>	<i>Same as contract 190156 (Previous One)</i>
School Board Attorney	
Review Date <i>5/18/22</i>	
Other Dept. as Necessary	
Review Date	
PENDING STATUS: <input type="checkbox"/> YES <input type="checkbox"/> NO	IF YES, HIGHLIGHTED COMMENTS ABOVE MUST BE CORRECTED BY INITIATOR
FINAL STATUS	<input checked="" type="checkbox"/> APPROVED <i>[Signature]</i> DATE: <i>5.23.22</i>

STUDENT TEACHING AFFILIATION AGREEMENT

This Student Teaching Affiliation Agreement ("Agreement") is entered into on this 1st day of August 2022, by and between ST. JOHNS RIVER STATE COLLEGE, located at 5001 St. Johns Avenue, Florida, 32177 ("SJR STATE"), and THE SCHOOL BOARD OF CLAY COUNTY, FLORIDA, located at 900 Walnut Street, Green Cove Springs, Florida, 32043 ("the District").

1. **Purpose.** The purpose of this Agreement is to establish the terms and conditions under which SJR STATE students ("SJR State Students") may participate in Student Teaching Internships, Practicums, and Observations at the schools located in the District.

2. **SJR STATE Student Placements.** The District shall accept SJR STATE students for placement in Student Teaching Internships, Practicums, and Observations on the terms and conditions set forth herein.

3. **Policies Governing SJR STATE Student Placements.**

a. Placements for all clinical field experiences will be arranged by the designated representatives of the District in collaboration with representatives of SJR STATE. SJR STATE Student applications for final internship will be submitted to the District by the appropriate SJR STATE representative according to the following dates or as otherwise agreed upon by the parties:

April 15 – Submission of applications for final internships for
Fall Semester

October 15 – Submission of applications for final internships for
Spring Semester

b. Under no circumstances will SJR STATE students be allowed to contact principals, administrators, or teachers to request a specific preferred placement.

c. SJR STATE student applicants for college practicums or final internships cannot be placed in a school in which the applicant has a relative who is an employee or a student.

4. **SJR STATE Responsibilities.**

a. SJR STATE will provide a college supervisor for each practicum student or final intern placed in a District school. Each college supervisor will meet the minimum qualifications set forth by the Florida Department of Education which presently include the following:

- i. Three or more years of K-12 Teaching Experience
- ii. Evidence of Clinical Educator Training or commensurate clinical training
- iii. A Master's Degree or higher in an appropriate educational field

5. **Confidentiality.** SJR STATE and the District shall inform each SJR STATE student of federal and state laws governing the confidentiality of District student information, including FERPA. The parties agree that any breach of confidentiality by an SJR STATE Student shall be grounds for immediate termination of the student's clinical experience.

7. **Indemnification and Hold Harmless.** Neither party shall be responsible to the other for personal injury or property damage or other loss except, subject to section 768.28 Florida Statutes, that resulting from its own negligence or the negligence of its employees or others for whom the party is legally responsible. The District will provide SJR STATE Students with immediate first aid for work-related injuries or illnesses, such as blood or bodily fluid exposure.

8. **Insurance.** During the term of this Agreement, SJR STATE shall maintain in full force and effect commercial general liability insurance in the minimum amount of \$1,000,000 per occurrence and \$2,000,000 aggregate.

9. **Notices.** Notices under this Agreement shall be mailed or delivered to the parties as follows:

To the District:

Ms. Jennifer Shepard
THE SCHOOL BOARD OF CLAY COUNTY, FLORIDA
900 Walnut Street
Green Cove Springs, Florida 32043

To SJR STATE:

St. Johns River State College
Attention: Dean of Arts and Sciences
5001 St. Johns Avenue
Palatka, Florida 32177

10. **Term and Termination.** The term of this Agreement begins upon signature by both parties and ends on July 31, 2025. Either party may, either with or without cause, upon thirty (30) days' written notice to the other party, terminate this Agreement. Terminating this Agreement as set forth herein shall not operate to interrupt the progress of any student who has been assigned to a teaching internship, practicum or observation. A student who is assigned to any student teaching or practicum pursuant to this contract shall be allowed to complete their assignment.

11. **Assignment.** The provisions of this Agreement shall inure to the benefit of and shall be binding upon the successors of the parties hereto. Neither this Agreement nor any of the rights or obligations hereunder may be transferred or assigned without prior written consent of the other party.

12. **Modification of Agreement.** This Agreement may be modified only by written amendment executed by all parties.

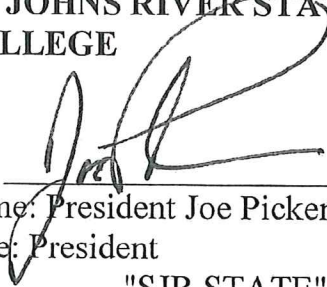
13. **Partnership/Joint Venture/Employment.** Nothing herein shall in any way be construed or intended to create a partnership or joint venture between the parties or to create the relationship of principal and agent between or among any of the parties.

14. **Nondiscrimination.** The parties shall comply with Title VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and Americans with Disabilities Act of 1990 and the regulations related thereto. The parties will not discriminate against any individual, including but not limited to employees or applicants for employment

and/or students because of race, religion, creed, color, sex, age, disability, veteran status, or national origin. This section shall not apply to discrimination in employment on the basis of religion that is specifically exempt under the Civil Rights Act of 1964 (42 U.S.C. §2000 e).

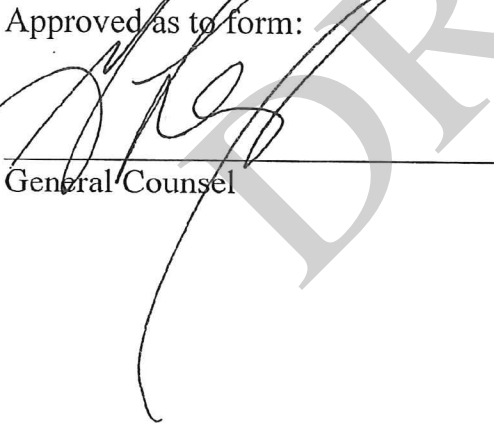
IN WITNESS THEREOF, the parties hereto have caused this Agreement to be duly executed and delivered by their respective officials thereunto duly authorized as of the date first above written.

**ST. JOHNS RIVER STATE
COLLEGE**

By: 
Name: President Joe Pickens
Title: President
"SJR STATE"

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

By: _____
Name: Mrs. Mary Bolla
Title: Chairman
"District"

Approved as to form: 

General Counsel

Approved as to Form:

Attorney for the School Board



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/2/2022

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 Arthur J. Gallagher Risk Management Services, Inc. 200 S. Orange Avenue Suite 1350 Orlando FL 32801	CONTACT NAME: Jessica Montgomery	
	PHONE (A/C, No, Ext):	FAX (A/C, No): 407-370-3057
E-MAIL ADDRESS: Jessica_Montgomery@ajg.com		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A: United Educators Ins, a Reciprocal Risk Retention		10020
INSURER B: Safety National Casualty Corporation		15105
INSURER C: Qualified Self Insurer		
INSURER D:		
INSURER E:		
INSURER F:		

COVERAGES **CERTIFICATE NUMBER: 653377540** **REVISION NUMBER:**

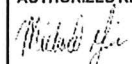
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			J0693Q	3/1/2022	3/1/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 3,200,000 PRODUCTS - COMP/OP AGG \$ Retention (Ea Occ) \$ 200,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY			J0693Q	3/1/2022	3/1/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Retention (Ea Occ) \$ 200,000
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTIONS						EACH OCCURRENCE \$ AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N <input type="checkbox"/> N/A	SP4066331	3/1/2022	3/1/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 2,000,000 E.L. DISEASE - EA EMPLOYEE \$ 2,000,000 E.L. DISEASE - POLICY LIMIT \$ 2,000,000
C	WORKERS COMPENSATION AND EMPLOYERS LIABILITY			RM20220301	3/1/2022	3/1/2023	Self Insured Retention \$750,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Workers Compensation - Statutory excess of \$750,000 self-insured retention.

RE: Internships for our Teacher Education students All dates within the term shown Clay County School Board is shown as an additional insured solely with respect to general liability coverage as evidenced herein as required by written contract to the extent of such obligation and with respect to operations by or on behalf of the Named Insured or operations of facilities of the Named Insured or use of facilities by the Named Insured. (form BLX 06 2008).

CERTIFICATE HOLDER **CANCELLATION**

Clay County School Board Attn: Julia Cox 900 Walnut Street Green Cove Springs FL 32043	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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June 30, 2022 - Regular School Board Meeting

Title

C19 - Affiliation Agreement between Clay County District Schools and Liberty University.

Description

This agreement is between Clay County District Schools and Liberty University for LU students to participate in internships, practicums, and observations under the direction of a certified educator in Clay County schools.

Gap Analysis

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

Previous Outcomes

Clay County District Schools currently has agreements with 25 Colleges/Universities, and the current agreement with Liberty University is expiring. This agreement is a renewal of the previous contract.

Expected Outcomes

Placement of interns provides teacher candidates with real-world experiences that better prepares them for the rigors of classroom teaching. Liberty University is currently requesting the placement of 1 teacher candidate, however, additional placements may take place within the contracted term.

Strategic Plan Goal

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

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

Recommendation

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

Contact

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

Financial Impact

\$0

Review Comments

Attachments

② [220150 Liberty University.pdf](#)

FOLLOW ALL PROCEDURES ON BACK OF THIS FORM

Contract # 220150
 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: 05/23/2022

Name of Contract Initiator: Jennifer Shepard

Telephone #: 9043366951

School/Dept Submitting Contract: Professional Learning

Cost Center # 9009

Vendor Name: Liberty University

Contract Title: Liberty University Student Teaching Agreement & Practicum Articulation Agreement

Contract Type: New Renewal Amendment Extension Previous Year Contract # Do not have #/went through HR

Contract Term: 8/2022-2/2023

Renewal Option(s): Auto Renew

Contract Cost: \$0

BUDGETED FUNDS – SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT

Funding Source: Budget Line # _____

Funding Source: Budget Line # _____

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

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

REQUIRED DOCUMENTS FOR CONTRACT REVIEW PACKAGE (when applicable):

Completed Contract Review Form

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

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

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

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

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

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

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

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

Workers' Compensation = \$100,000 Minimum

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

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

COVID-19 Waiver (If Applicable)

Release and Hold Harmless (If Applicable)

RECEIVED
MAY 25 2022
PURCHASING

RECEIVED
6/3/2022
SBAO

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

CONTRACT REVIEWED BY:

COMMENTS BELOW BY REVIEWING DEPARTMENT

Purchasing Department

BTS

Review Date

5/31/22

Defer to Mr. B: Terms/Conditions on Website listed on pg 1 and On-Site Supervisor guide on Website listed on pg 2. (see Highlights in Contract packet)

School Board Attorney

JTB

Review Date

6/6/22

only need one (1) contract.

done

USE 1st Contract once Name is correct

Other Dept. as Necessary

Review Date

PENDING STATUS: YES NO

IF YES, HIGHLIGHTED COMMENTS ABOVE MUST BE CORRECTED BY INITIATOR

FINAL STATUS

☑ APPROVED

DATE: *6/13/22*

Public Schools and Liberty University Student Teaching Agreement

THIS AGREEMENT ("Agreement") made this 30 day of June, 2022 (the "Effective Date"), by and between LIBERTY UNIVERSITY, INC. ("Liberty") and School Board of Clay County, Florida ("Public School"), on behalf of itself and its affiliates and subsidiaries, if any;

Liberty's Student Teacher Program is approved by the Virginia Department of Education, and as part of Liberty's formal, educational course of studies require clinical/occupational experiences of students, and desires to assign certain of its students to one or more of Public School's facilities to obtain such clinical/occupational experience; and

Public School, in service to the community and to promote high standards of preparation and training for students, is willing to provide the necessary facilities for clinical/occupational experiences;

NOW, THEREFORE, in consideration of the foregoing premises and mutual covenants and promises contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

The duties and responsibilities of Liberty, Public School and Student found within the Liberty Student Teaching Program are hereby incorporated by reference into this agreement. It can be found at www.liberty.edu/education/field-experience/host-educator-training/.

Student Teachers are to complete placements at the end of the degree program. The length of placement shall cover the entire span of a 15 week semester. Student Teachers shall complete a minimum of 150 Direct Teaching Hours. Direct Teaching hours include, but are not limited to, classroom teaching, tutoring, and group instruction. Non- Instructional hours including observation, bus duty, cafeteria duty, and coaching are recorded separately. A Student Teacher candidate shall submit a completed application and meet all requirements prior to an application being approved to be considered for a student teaching position, including following the Public School system's requirements regarding background checks. All Student Teachers shall have Professional Liability Insurance and provide evidence of this as part of their application process. The Student Teacher shall abide by both Liberty's and Public School's rules and regulations.

address 1971 University Boulevard
Lynchburg, VA 24502-2269

phone 434-582-2445
fax 434-582-2468

email soe@liberty.edu
web www.liberty.edu/education

The Student Teacher is to conduct herself/himself in a professional manner. Failure to abide by this provision shall be grounds for removal from the program. The Student Teacher shall not act as a substitute teacher in the absence of the Cooperating Teacher.

Public School shall help facilitate and provide an environment where Student Teachers can fulfill the requirements of the Student Teacher Program. Public School shall have sole discretion in determining whether to allow a placement for each Student Teacher.

Liberty and Public School shall assume joint responsibility to educate Cooperating Teachers of the duties and obligations of working with a Student Teacher. County School Board shall work with Liberty to identify properly qualified and certified teachers to serve as a Cooperating Teacher from within the school system under whose direct supervision the Student Teacher will teach.

The Cooperating Teacher shall:

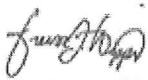
- a. Have three years teaching experience
- b. Be licensed in the subject area of the student teacher's placement
- c. Must not be a relative of the student teacher

The Cooperating Teacher shall provide feedback to the Student Teacher throughout the placement. Cooperating Teacher shall complete two assessments online, which will evaluate the Student Teacher's competency areas during the field placement. Cooperating Teacher shall be sent an email containing the links to the required assessments. A stipend will be offered to the Cooperating Teacher. A stipend request form must be completed by the Cooperating Teacher at the beginning of the placement as all stipends are sent directly to the Cooperating Teacher at the end of the placement after all required paperwork has been completed.

Liberty shall contact the school system to make the placement request only after Liberty approves the Student Teacher candidate's application. Liberty shall assign a local On-Site Supervisor who shall serve as a Liberty representative and observe the Student Teacher. The On-Site Supervisor will complete the observation form while observing two lessons per placement. A Liberty Supervisor will be assigned to work via email with the On-Site Supervisor, Cooperating Teacher, and Student Teacher. Cooperating Teacher and Public School faculty shall notify the On-Site Supervisor of any concerns or problems within 48 hours of any problems arising during the placement.

It is mutually agreed by and between the parties that the period covered by this agreement shall be from August 22, 2022 to August 22, 2023, inclusive, and supersedes all previous contracts between the parties. This agreement will automatically renew unless cancelled or revised by either party at least 30 days prior to the end of the term.

Liberty University, Inc.

By:  Digitally signed by
Trevor L. Hipps
Date: 2022.05.18
08:37:38 -04'00'

Printed Name: Trevor Hipps
Title: Contract Administrator
Date: 5/18/2022

By: School Board of Clay County,
Florida

Printed Name: _____
Title: _____
Date: _____

DRAFT

June 30, 2022 - Regular School Board Meeting

Title

C20 - 2022-2023 Clay County School Board Agreement with Flagler Health for BRAVE Program

Description

Care Connect+ is a subsidiary of Flagler Health that provides a program called B.R.A.V.E. This program functions as a hub for behavioral health service referrals for Clay County District Schools. All of our mental health referrals are made to a confidential platform that is continually monitored and managed by Care Connect+ staff. The referrals are assessed based upon need, geography, and insurance status to connect the student to the appropriate community partner who serve students on school site. Agreements will be in place with each of our community partners acknowledging this referral system. The benefits to this program include increased efficiency and efficacy in connecting our students to services. Senate Bill 7030 requires that our student mental health referrals are assessed within 15 days of referral and connected to services within 30 days of referral. This program enables an efficient method of monitoring these timelines and ensuring that students are connected with the ideal provider for their particular needs and situation. Care Connect+ will remain in continual contact with the Supervisor of Mental Health and Wellness to ensure services are meeting the required timelines, as well as to remain updated on community provider statuses in services rendered. Clay County District Schools will be invoiced on a regular basis by Care Connect+ to provide for any services needed for our students that are not funded by any other third party options (Medicaid, private insurance, etc.). Total invoiced amount will not exceed \$100,000.00. When a community partner renders such services, the agency invoices Care Connect+ for reimbursement. Care Connect+ provides assurance that services are being provided consistently and appropriately before disbursement of funds.

Gap Analysis

The agreement provides an increase in the rate of students and families who connect with mental health services through care coordination and direct linkage with our community partners. The overall administration of connecting and funding services to our students is extremely time consuming and has the potential to lack efficiency due to the lack of technological platforms that support the work. The particular challenge of monitoring deadlines of assessments and service connection has become a full time position in itself that we do not currently have an allocation to meet. Entering into this agreement enables increased 1:1 time for all mental health staff to have with students, and improves overall efficiency of the process.

Previous Outcomes

The 2021-2022 Agreement provided services by outside providers to 514 students through the BRAVE program. Data collected from the 2020-2021 School Year, prior to the use of the BRAVE platform, reflected 260 students were provided services by outside providers. This indicates that the BRAVE program implementation nearly doubled the number of students who were able to receive mental health services from outside providers.

Expected Outcomes

This agreement will provide an increased number of students who have been referred for mental health services to be monitored and connected to the needed assistance by releasing the district clinical staff to have additional time for direct student contact. This agreement will also provide an increased number of students who meet the deadlines of assessment within 15 days and service connection within 30 by the collaboration and oversight that the efficient platform enables.

Strategic Plan Goal

Goal 3: Establish a respectful climate and culture that provides equity and access to all
Strategy 3.2: Develop systems and processes that focus on developing the whole child

Recommendation

Recommend School Board approval of plan.

Contact

Heather McDonald, Supervisor for Mental Health and Wellness

904-336-6900 heather.mcdonald@myoneclay.net

Laura Fogarty, Director of Climate and Culture

904-336-6513 laura.fogarty@myoneclay.net

Financial Impact

\$100,000.00

Review Comments

Attachments

📎 [22-23 Flagler Hospital BRAVE Agenda Submission.pdf](#)

DRAFT

FOLLOW ALL PROCEDURES ON BACK OF THIS FORM

Contract # **220160**
 Number Assigned by Purchasing Dept.



CONTRACT REVIEW

BOARD MEETING DATE:
6/30/2022
 WHEN BOARD APPROVAL IS REQUIRED DO NOT PLACE ITEM ON AGENDA UNTIL REVIEW IS COMPLETED
 Must Have Board Approval over \$100,000.00

Date Submitted: 6-3-22

Name of Contract Initiator: Laura Fogarty

Telephone #: 6-6513

School/Dept Submitting Contract: Climate & Culture

Cost Center # 9004

Vendor Name: Flagler Hospital, Inc.

Contract Title: Clay County Agreement with Flagler Health's BRAVE Program

Contract Type: New Renewal Amendment Extension Previous Year Contract # ~~210121~~

Contract Term: 22-23 SY

Renewal Option(s): Yes **Auto Renew 3yr (1yr periods)**

Contract Cost: \$100,000.00

BUDGETED FUNDS – SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT

Funding Source: Budget Line # 100-6100310-9004-1173-0000-000-0

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)

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

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

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

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

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

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

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

Workers' Compensation = \$100,000 Minimum

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

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

N/A COVID-19 Waiver (If Applicable)

Release and Hold Harmless (If Applicable)

RECEIVED
 JUN - 6 2022
 PURCHASING

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

CONTRACT REVIEWED BY:	COMMENTS BELOW BY REVIEWING DEPARTMENT
Purchasing Department BYB	<u>Health Services</u>
Review Date 6/7/22	
School Board Attorney dfb	<u>See Changes from prior agreement</u>
Review Date 6/7/22	<u>Corrected (Done) ✓</u> <u>Copy attached</u>
Other Dept. as Necessary	
Review Date	
PENDING STATUS: <input type="checkbox"/> YES <input type="checkbox"/> NO	IF YES, HIGHLIGHTED COMMENTS ABOVE MUST BE CORRECTED BY INITIATOR
FINAL STATUS	<input checked="" type="checkbox"/> APPROVED [Signature] DATE: 6-13-22

CONTRACTOR AGREEMENT BETWEEN
THE SCHOOL BOARD OF CLAY COUNTY, FLORIDA, AND
FLAGLER HOSPITAL, INC.

This Contractor Agreement, hereinafter referred to as the "Agreement," is entered into by and between THE SCHOOL BOARD OF CLAY COUNTY, FLORIDA, located at 900 Walnut Street, Green Cove Springs, Florida, 32043, hereinafter referred to as "School Board," and FLAGLER HOSPITAL, INC., whose business address is 400 Health Park Boulevard, St. Augustine, Florida, 32086, hereinafter referred to as "Flagler," each individual referred to as a "Party" and, collectively, the "Parties."

WHEREAS, the School Board desires to secure a non-exclusive contractual relationship for coordination of Mental Health Services for K- 12 students with Flagler; and

WHEREAS, these services are exempt from the competitive solicitation process pursuant to Florida Administrative Code 6A-1 .012.

NOW, THEREFORE, for good and valuable consideration and the mutual promises contained herein, the Parties agree as follows:

1. Contractor Agreement. This Agreement, inclusive of the terms and conditions incorporated herein, and any addenda, amendments, and exhibits mutually executed and attached hereto, constitutes the complete and entire agreement between the Parties with respect to its subject matter, and supersedes all prior discussions, understandings, arrangements, proposals, and negotiations, whether written or oral, with respect to the same.

2. Term and Termination. The initial term of this Agreement will cover the period beginning July 1, 2022, through June 30, 2023. This Agreement may, by mutual written agreement between School Board and Flagler, be extended for up to three (3) additional one (1) year periods.

Flagler shall give School Board written notice of any substantial failure to perform under this Agreement through no fault of Flagler. If School Board fails to correct or diligently pursue cure of such failure within thirty (30) calendar days of receipt of notice, this Agreement may be terminated by Flagler, at its option, upon thirty (30) calendar days' prior written notice to School Board.

This Agreement may be terminated by either party with or without cause upon thirty days' prior written notice sent by certified mail to the other party. In the event of a material breach by Flagler hereunder through no fault of School Board, School Board may, at its option, terminate this Agreement immediately.

3. Responsibilities of Flagler. Flagler shall provide all services necessary to coordinate Mental Health Services for students ("Services") with outside Mental Health Service Providers ("Providers"). Services provided by Providers shall include, but not be limited to, Individual Assessment, Family Assessment, Behavior Management Services, Individual Counseling, Group Counseling, Family Counseling, Parent Education, Treatment Plan, Case Management, Comprehensive Adoption Services, Specialized Therapeutic Foster Care, and On

Call Crisis Programs. Only Providers approved in writing by School Board may be utilized. Services of Providers has been attached and incorporated by reference as Exhibit A.

A. Flagler shall comply with School Board Rules and Policies. Furthermore, Flagler shall be familiar with and shall be in compliance with all Federal, State, and local laws, ordinances, codes, resolutions and implementing rules and regulations that may in any way effect the services offered.

B. Flagler shall identify and provide a dedicated account manager. The dedicated account manager shall be present for monthly reviews and will be available to meet with the Supervisor of Mental Health and Wellness or designee upon request of School Board.

C. Upon referral from School Board, Flagler will coordinate Services with approved Provider, maintaining documentation of all Services rendered including any payments made.

D. Flagler shall maintain a secure website for School Board access providing up to date information on all Services rendered. At a minimum, reporting shall include generic non-client cumulative outcome data reports showing the number of K-12 students referred, screened, assessed, and receiving services. Flagler shall provide additional reporting and special analyses as requested by School Board.

E. Flagler shall monitor compliance and data entry among approved Providers.

F. Services rendered by Provider may be at the school of the student receiving health service, telehealth, or other location agreed upon by all Parties. In the event telehealth is utilized, Flagler shall ensure a secure application is utilized.

G. Flagler will endeavor to perform in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances. Upon notice by School Board, Flagler will correct those Services not meeting such a standard.

4. Responsibilities of School Board.

A. School Board shall provide referral to Flagler.

B. School Board shall identify a primary point of contact for communication with Flagler.

C. School Board shall supply office space for Providers use on campus. This designated office space at the school shall only be used for students and their families receiving mental health services through this Agreement. Provider may not use this space for other patients or for any other purpose.

D. School Board shall provide Flagler with contact information for qualified Providers. All Providers shall require written approval by the School Board.

5. Compensation and Payment. Fees received by Providers shall come from third party sources including insurance companies, Medicaid, or other alternate funding sources. In the event no such funding source exists, Flagler shall pay approved Provider a fee which shall not exceed the rates listed on Exhibit B. Such fee shall be drawn from payments made by the School Board to Flagler for reimbursement of invoiced services. School Board Payments shall not exceed \$100,000.00 in total for this agreement.

6. Invoicing. Invoices submitted to School Board for Fees must include the start and end date for services provided. Failure to include this information on invoice will result in a delay of payment.

7. Background Check. Flagler and any of its employees, or agents performing Services hereunder shall, at no cost to the School Board, comply with all requirements of Sections 1012.32 and 1012.465, *Florida Statutes*, and, except as provided in Sections 1012.467 or 1012.468 and consistent with District policy, all of its personnel who: (1) are to be permitted access to school grounds when students are present, (2) will have direct contact with students, or (3) have access or control of school funds, shall successfully complete the background screening required by the referenced statutes and meet the standards established by the statutes and the School Board. This background screening will be conducted by the School Board in advance of Flagler or its personnel providing any services under the conditions prescribed in the previous sentence. Flagler shall bear the cost of acquiring the background screening required by Section 1012.32, *Florida Statutes*, and any fee imposed by the Florida Department of Law Enforcement to maintain the fingerprints provided with respect to Flagler and its personnel. The parties agree that the failure of Flagler to perform any of the duties described in this section shall constitute a material breach of this Agreement entitling the School Board to terminate immediately with no further responsibilities or duties to perform under this Agreement. Flagler agrees to indemnify and hold harmless the School Board, its officers, and employees from any liability in the form of physical or mental injury, death, or property damage resulting from Flagler's failure to comply with requirements of this section or with Sections 1012.32 and 1012.465, *Florida Statutes*.

8. Insurance and Indemnification. Flagler agrees to indemnify and save harmless the School Board, its officers, agents, and employees from and against any and all claims and liabilities (including expenses) for injury or death of persons or damage to any property which may result, in whole or in part, from any negligence or other act or omission on the part of Flagler, its agents, employees, or representatives. Flagler will carry and maintain as a minimum the following coverage from insurance carriers that maintain a rating of "A-" or better and a financial size category of "VI" or higher according to the A.M. Best Company: (a) general liability; and (b) workers' compensation where applicable, in the minimum amounts required by the Risk Management Department and Purchasing Department of the School District of Clay County, Florida. Flagler will provide before commencement of work, and attach to this Agreement, certificates evidencing such coverage.

(a) Commercial General Liability. Commercial general liability coverage which includes broad form commercial general liability, including premises and operation, products and complete operations, personal injury, fire damage (minimum \$100,000) for limits of not less than \$1,000,000 per occurrence and \$2,000,000 per general aggregate. This policy will include the School Board of Clay County as an additional insured.

(b) Workers' Compensation Coverage. The workers' compensation insurance will be maintained as required by applicable Florida law.

9. FERPA. Flagler shall adhere to all standards included in Sections 1002.22 and 1002.221, *Florida Statutes* (the Protection of Pupil Privacy Acts), 20 U.S.C 51232g - the Family Educational Rights and Privacy Act (FERPA), the federal regulations issued pursuant thereto (34 CFR Part 99), and/or any other applicable state or federal law or regulation regarding the confidentiality of student information and records. Further, Flagler, and its officers, employees, agents, and representatives, shall fully indemnify and hold the School Board harmless for any violation of this provision including, but not limited to, defending the School Board and its officers, employees, agents, and representatives against any complaint, administrative or judicial proceeding, payment of any penalty imposed upon the School Board, or payment of any and all costs, damages, judgments, or losses incurred by or imposed upon the School Board arising out of the breach of this provision by Flagler, its officers, employees, agents, or representatives, to the extent that Flagler, or its officers, employees, agents, or representatives, shall either intentionally or negligently violate this provision, Sections 1002.22 and 1002.221, *Florida Statutes*, or other applicable state, local, or federal laws, rules, or regulations. This provision shall survive the termination of or completion of all performance obligations under this Agreement and shall remain fully binding upon Flagler. A separate Non-Disclosure Agreement may be required.

10. HIPAA. Flagler will safeguard patients health records and other personal and confidential information to ensure their information is not improperly disclosed and to comply with any applicable law, rule or regulation, including but not limited to, regulations promulgated by the United States Department of Health and Human Services, pursuant to the Health Insurance Portability and Accountability Act ("HIPAA"), the Health Information Technology for Economic and Clinical Health Act ("HITECH"), and other federal and state regulations governing the confidentiality of health information.

11. Independent Contractor. Flagler certifies that it is an independent contractor and shall not employ, contract with, or otherwise use the services of any officer or employee of the School Board. Flagler certifies that its owner, officers, directors, or agents, or members of their immediate family, do not have an employee relationship or other material interest with the School Board.

12. Laws and Regulations. This Agreement, and all extensions, supplements, and modifications thereto, and all questions relating to its validity, interpretation, performance, or enforcement shall be governed and construed in accordance with the laws of the State of Florida. Any legal disputes, legal proceedings or actions arising out of or in connection with this Agreement shall be brought in the state courts of Clay County, Florida. The parties shall not violate the code

of ethics for public officers and employees, Chapter 112, *Florida Statutes*. Flagler agrees to comply with the requirements of Exhibits 2(a)-(e), which is attached hereto and incorporated herein by reference, as applicable to the services performed by Flagler in this Agreement.

13. Assignability. This Agreement is for the services of Flagler and may not be assigned by Flagler except as part of the sale of all or substantially all of Flagler's assets, without the prior written consent of the School Board, which shall not be unreasonably withheld. Neither a sale of all or substantially all of Flagler's assets, a stock sale, merger nor a change in control shall require the School Board's consent. However, in any such event, Flagler's successor shall honor and abide by all the terms and conditions of the Agreement and the accompanying License Agreement.

14. Conduct While on School Property. Flagler acknowledges that its employees and agents will behave in an appropriate manner while on the premises of any school facility and shall at all times conduct themselves in a manner consistent with School Board policies and within the discretion of the premises administrator (or designee). It is a breach of this Agreement for any agent or employee of Flagler to behave in a manner which is inconsistent with good conduct or decorum or to behave in any manner that will disrupt the educational program or constitute any level of threat to the safety, health and wellbeing of any student or employee of the School Board. Flagler agrees to immediately remove any agent or employee if directed to do so by the premises administrator or designee.

15. No Taxes. The School Board is not obligated and does not agree to pay any federal, state, or local tax as a result of this Agreement. The only exemption regarding payment of taxes shall be for situations that involve re-sale of product to the public for the purpose of fundraising.

16. No Waiver. Nothing herein is intended to serve as a waiver of sovereign immunity by School Board or any agency or political subdivision to which sovereign immunity may be applicable.

17. Non-Discrimination. The parties shall not discriminate against any employee or participant in the performance of the duties, responsibilities, and obligations under this Agreement because of race, color, religion, gender, age, marital status, disability, political or religious beliefs, national or ethnic origin or any other status or classification protected by law.

18. Access to and Retention of Documentation. The School Board, the United States Department of Education, the Comptroller General of the United States, the Florida Department of Education, or any of their duly authorized representatives shall have access to any books, documents, papers, and records of Flagler which are directly pertinent to work and services to be performed under this Agreement for the purpose of audit, examination, excerpting, and transcribing. The parties will retain all such required records, and records required under any state or federal rules, regulations or laws respecting audit, for a period of four (4) years after the School Board has made final payment and all services have been performed under this Agreement.

19. Debarment. By signing this Agreement, Flagler certifies to the best of its knowledge and belief, that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by a federal department or agency.

(b) Have not, within the preceding five-year period, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under public transaction; 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 or otherwise criminally charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in the preceding paragraph (b).

(d) Have not within the preceding five-year period had one or more public transactions (federal, state, or local) terminated for cause or default.

Flagler agrees to notify School Board within thirty (30) days after occurrence of any of the events, actions, debarments, proposals, declarations, exclusions, convictions, judgments, indictments, informations, or terminations as described above with respect to Flagler or its principals.

20. Non-Waiver. The failure of either Party to exercise or delay in exercising any right, power or privilege provided for hereunder shall not be deemed a waiver thereof; nor shall any single or partial exercise of any such right, power, or privilege preclude any other or further exercise thereof, or the exercise of any other right, power, or privilege under this Agreement. No Party shall be deemed to have waived a right, power, or privilege provided for herein, unless such waiver is in writing and signed by the waiving Party.

21. E-Verify. Flagler 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, Flagler 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), *Florida Statutes*, that the subcontractor does not employ, contract with, or subcontract with any unauthorized alien. Flagler must maintain a copy of such affidavit for the duration of the Agreement. This section serves as notice to Flagler that pursuant to the terms of Section 448.095(2)(c) 1 and 2, *Florida Statutes*, the School Board shall terminate this Agreement if it has a good faith belief that Flagler has knowingly violated Section 448.09(1), *Florida Statutes*. If the School Board has a good faith belief that the subcontractor, without the knowledge of Flagler, has knowingly violated Section 448.09(1) or 448.095(2), F.S., the School Board shall notify Flagler and order Flagler to immediately terminate the contract with the subcontractor. If the School Board terminates an Agreement with Flagler pursuant to Section

448.095(2)(c), F.S., Flagler will not be awarded a public contract for at least one year after the date of such termination.

22. Amendments. No amendments and/or modifications of this Agreement shall be valid unless in writing and signed by both Parties.

23. Notice. All formal notices, proposed changes, and determinations between the Parties hereto including, but not limited to, changes to the notification addresses set forth below, shall be in writing and shall be sufficient if served via (i) hand delivery, (ii) mailed by United States mail, postage prepaid, or (iii) shipped via overnight delivery courier to the parties at the contact information listed below:

As to School Board:

The School Board of Clay County, Florida
Attn: Supervisor of Mental Health and Wellness 900
Walnut Street
Green Cove Springs, Florida 32043

The School Board of Clay County, Florida
Attn: Supervisor of Purchasing 900
Walnut Street
Green Cove Springs, Florida 32043

As to Flagler Hospital, Inc.:

Attn: Administrator, Community Health Improvement/ Executive
Director, Flagler Health + Care Connect
400 Health Park Boulevard
St. Augustine, Florida 32086

With a copy to: Attention Legal Department
400 Health Park Boulevard
St. Augustine, Florida 32086

24. Public Records. This Agreement is subject to and governed by the laws of the State of Florida, including without limitation Chapter 19, *Florida Statutes*, which generally make public all records and other writings made or received by the parties. Florida Statute 19.0701 requires the Contractor to comply with Florida's public records laws with respect to services performed on behalf of the School District. Specifically, the Statute requires that the Contractor:

(a) Keep and maintain public records required by the School District to perform the service.

(b) Upon request from the School District's custodian of public records, provide the School District with a copy of the requested records or allow the records to be inspected

or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119 of the Florida Statutes or as otherwise provided by law.

(c) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the Contractor does not transfer the records to the School District.

(d) Upon completion of the contract, transfer, at no cost, to the School District all public records in possession of the Contractor or keep and maintain public records required by the School District to perform the service. If the Contractor transfers all public records to the School District upon completion of the contract, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the School District, upon request from the School District's custodian of public records, in a format that is compatible with the information technology systems of the School District.

IF FLAGLER HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO FLAGLER'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 904-336-6504; pr@myoneclay.net; OR THE SCHOOL BOARD OF CLAY COUNTY, FLORIDA, ATTN: PUBLIC RECORDS REQUESTS, 900 WALNUT STREET, GREEN COVE SPRINGS, FLORIDA 32043.

IN WITNESS WHEREOF, the parties hereunto have executed this Agreement as of the last date signed below.

THE SCHOOL BOARD OF CLAY COUNTY, FLORIDA

By _____
Printed Name: _____
Title: _____

Dated: _____

FLAGLER HOSPITAL, INC.

By 
Printed Name: Carlton Delvaugh
Title: President & CEO

Dated: June 13, 2022

EXHIBIT A
TO CONTRACTOR AGREEMENT BETWEEN
THE SCHOOL BOARD OF CLAY COUNTY FLORIDA,
AND FLAGLER HOSPITAL, INC.

Description of Services. Provider shall provide the following mental health services for students: Individual Assessment, Family Assessment, Behavior Management Services, Individual Counseling, Group Counseling, Family Counseling, Parent Education, Treatment Plan, Case Management, Suicide Prevention, Intervention & Postvention Training, and Comprehensive Biopsychosocial Assessments.

A. Provider shall comply with School Board Rules and Policies. Furthermore, Contractor shall be familiar with and shall be in compliance with all Federal, State, and local laws, ordinances, codes, resolutions, and implementing rules and regulations that may in any way affect the services offered.

B. Mental health services may be provided at the school campus of the student receiving service. School Board shall provide mutually agreeable office space for the Provider's use on campus. This designated office space at the school shall only be used for students and their families receiving mental health service through this Agreement. Provider may not use this space for other patients or for any other purpose.

C. Provider shall provide a liaison to School Board and Flagler to assist in the coordination of services provided. Upon referral from School Board, the liaison will ensure coordination and maintain documentation of all services that are rendered (including a log of services to record dates, times, locations, description, and hours of service). All services provided will be coordinated with the Supervisor of Mental Health and Wellness or designee.

D. Provider shall provide School Board with the names of staff qualified to supervise personnel assigned to deliver services to students. Provider shall provide adequate supervision for school based staff and shall be solely responsible for the provision and quality of professional services.

E. Provider shall maintain records and meet standards as necessary to bill third party providers including insurance companies, Medicaid, or other alternate funding sources.

F. Provider shall meet the following reporting requirements:

1. Provider shall input all input all relative data into Flagler Health + Care Connect within five (5) business days.

2. Provider shall be required to write clinical notes for each direct service and K-12 student oriented consultation that is provided.

3. Any mental health screenings and assessments conducted will be logged and original documents will be kept. Provider shall complete a weekly log documenting the hours of service for each student served.

G. All counselors provided to School Board pursuant to this Agreement shall be qualified to perform the services defined in this Agreement under the Provider's license and will follow Medicaid Practice Guidelines.

H. All replacement personnel assigned to School Board shall require prior written approval by the Supervisor of Mental Health and Wellness or designee. Replacement personnel must have, at a minimum, credentials equivalent to the individuals whom they replace. Resumes of replacement personnel may be required for submittal to the Supervisor of Mental Health and Wellness or designee for review. School Board reserves the right to interview replacement personnel prior to approval. Additionally, Provider agrees that it will remove (within a mutually agreed upon period of time) from assignment under the contract any individual in its employ, if, after the matter has been reviewed jointly by School Board and Provider, School Board requests such action in writing. Any such removal shall not necessarily reflect on the capabilities or competence of the individual so removed.

I. Provider shall provide a point of contact to and work with Flagler Health + Care Connect on the intake of K-12 students.

J. All counselors providing services pursuant to this Agreement are employees or subcontractors of Provider, and Provider is solely responsible for any wages or fees, benefits, or taxes.

K. In providing Services under this Agreement, Provider will endeavor to perform in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances. Upon notice by School Board, Provider will correct those Services not meeting such a standard. Provider shall use reasonable diligence to serve eligible students.

EXHIBIT B
TO CONTRACTOR AGREEMENT BETWEEN
THE SCHOOL BOARD OF CLAY COUNTY FLORIDA,
AND FLAGLER HOSPITAL, INC.

Listing of Individual Services for Treatment

Biopsychosocial evaluation	\$48.00
Development of treatment plan	\$97.00
Treatment plan review	\$48.50
Individual therapy	\$18.33 per 15 min
Group therapy	\$6.67 per 15 min

Exhibit # 2 (a)

EDGAR CERTIFICATIONS

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

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

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

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

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

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

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

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

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

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

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

EDGAR CERTIFICATIONS (continued)

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

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

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

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

(G) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended Contracts and subgrants of amounts in excess of \$160,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

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

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

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

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

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

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

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

EDGAR CERTIFICATIONS (continued)

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

RECORDS ACCESS AND RETENTION

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

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

RECOVERED MATERIALS

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

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

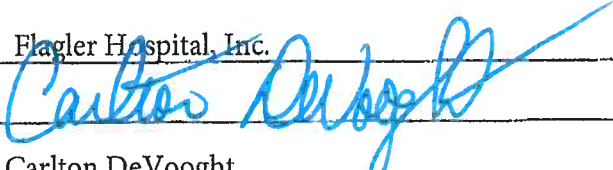
Vendor's Name: Flagler Hospital, Inc.
Signature of Authorized Representative: 
Print Name of Authorized Representative: Carlton DeVooght

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: Flagler Hospital, Inc.

Carlton DeVoight
Printed Name

CEO and President
Title of Authorized Representative

Signature: Carlton DeVoight

Date: June 13, 2022

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:

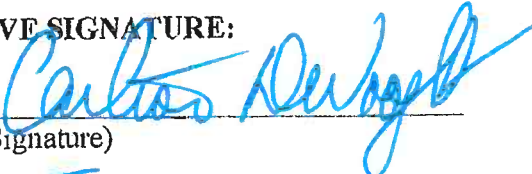
1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions what shall be taken against employee for violations of such prohibition.
2. Inform employees about 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: Flagler Hospital, Inc.

AUTHORIZED CONTACTOR REPRESENTATIVE SIGNATURE:

Carlton DeVooght
(Printed Name)


(Signature)

CEO and President
(Title)

June 13, 2022
(Date)

Exhibit # 2 (d)

NON-COLLUSION AFFIDAVIT

STATE OF FLORIDA)
COUNTY OF CLAY)

My name is (*INSERT NAME* Carlton DeVooght). 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.

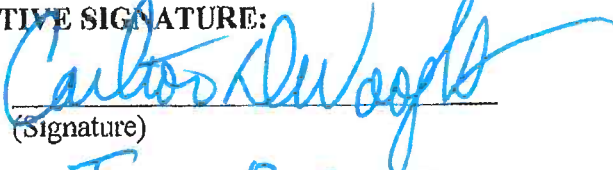
- 1) The firm's prices and amounts offered have been arrived at independently and without consultation, communication or agreement with any other contractor or respondent.
- 2) Neither the final nor approximate prices or amounts offered have been disclosed to any other firm or person who is a respondent 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* Flagler Hospital, 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* Flagler Hospital, 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: Flagler Hospital, Inc.

AUTHORIZED CONTACTOR REPRESENTATIVE SIGNATURE:

Carlton DeVooght
(Printed Name)


(Signature)

CEO and President
(Title)

June 13, 2022
(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
<u>None</u>		

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

Flagler Hospital, Inc.
Company Name



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
5/3/2022

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

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

PRODUCER ThompsonBaker Agency, Inc. 61 Cordova Street St. Augustine FL 32084	CONTACT NAME: Certificate Department	
	PHONE (A/G. No. Ext): 904-824-1631	FAX (A/G. No.): 904-824-1675
E-MAIL ADDRESS: certificates@thompsonbaker.com		
INSURER(S) AFFORDING COVERAGE		NAIC#
INSURED Flagler Hospital, Inc. c/o Risk Mgmt. 400 Health Park Blvd. St. Augustine FL 32086	INSURER A: Admiral Insurance Company	24856
	INSURER B: Travelers Casualty & Surety Co	31194
	INSURER C: Old Dominion Insurance Company	40231
	INSURER D: Coverys Specialty Insurance Co	
	INSURER E: Professional Security Insuranc	
INSURER F:		


COVERAGES **CERTIFICATE NUMBER: 299484985** **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	ADDITIONAL SUBR INSD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
E	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input checked="" type="checkbox"/> OTHER: Retro-4/1/1975	Y	HUL0810578x	10/15/2021	10/15/2022	EACH OCCURRENCE \$ 10,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED-EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 10,000,000 PRODUCTS - COM/OP AGG \$ \$
C	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		B1G4182A	4/1/2022	4/1/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
D	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000,000 <input type="checkbox"/> OCCUR <input checked="" type="checkbox"/> CLAIMS-MADE		005FL000027989	10/15/2021	10/15/2022	EACH OCCURRENCE \$ 20,000,000 AGGREGATE \$ 20,000,000 \$ PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Pollution Liability		FEIEL2089802	1/1/2022	1/1/2023	Each: Claim Limit 1,000,000
B	D&O Liability		108493376	4/1/2022	4/1/2023	5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks-Schedule, may be attached if more space is required)
General/Professional Liability Limits shown are excess of underlying \$3,000,000/7,000,000 self insured retention.

Certificate holder is listed as additional insured as required by written contract.

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 
---	--



School Board of Clay County

June 30, 2022 - Regular School Board Meeting

Title

C21 - Approve the 2022-2023 District's Property/Casualty/Active Assailant Insurance renewal submitted by Arthur J. Gallagher & Co. (broker)

Description

Annual renewal of the District's Property/Casualty/Active Assailant Insurance policies

Gap Analysis

Annually, the District undergoes a comprehensive analysis of its current insurable property and personnel. Our broker (Arthur J. Gallagher) obtains competitive quotes based on current insurance trends and needs for the next fiscal year. The goal is to obtain the best coverage possible while maintaining a manageable budget for the coverage. This year, the policy includes renewal for Property, General Liability, Auto Liability, School Leaders, Employment Practices Liability, Worker's Compensation, Crime, Cyber Risk, Boiler & Machinery, Storage Tank Liability, and Active Assailant Liability. The overall cost is a 21% increase of \$287,305 from the prior year's premium. The increase is primarily due to the rise in property values, payroll expenditures, and active assailant premiums.

Previous Outcomes

It is a standard operating practice to negotiate and present insurance renewals for approval based on needs, trends, and financial availability.

2015-2016 =	\$1,200,697
2016-2017 -	\$1,040,615
2017-2018 -	\$1,045,627
2018-2019	\$1,095,983
2019-2020	\$1,160,753
2020-2021	\$1,229,394
2021-2022	\$1,347,185
2022-2023	\$1,634,490 proposed

Expected Outcomes

To approve the Superintendent's recommendation to renew the 2022-2023 Property & Casualty Insurance Program option #1 as presented.

Strategic Plan Goal

The district ensures fiscal responsibility and equitable distribution of resources.

Recommendation

To obtain the School Board's approval of the District's Property, Liability, and Active Assailant insurance renewal policies, option #1 as presented.

Contact

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

Financial Impact

Estimated at \$1,634,490 funded through by Self Insurance Program

Review Comments

Attachments

📎 [Gallagher Insurance Renewal Summary 2022-2023.pdf](#)



*Clay County School
District*

Executive Summary
Insurance Renewal
June 30th, 2022-2023

Arthur J Gallagher Risk Management Services, Inc.

Jori Van der Voort | Area Senior Vice President
jori_van_der_voort@ajg.com | 305.639.3116
June 15th, 2022



ajg.com

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Gallagher

Insurance | Risk Management | Consulting

DRAFT

Your Team

Your Gallagher team is a true partner. We have the expertise to understand your business and we're here to service and stay alongside you, every step of the way.

Name/Title	Phone	Email	Role
Primary Service Team			
Jori Van der Voort, ARM Area Senior Vice President	305.639.3116	Jori_Van_der_Voort@ajg.com	Team Leader
Natalie Delgado Client Service Associate Senior	305.639.3146	Natalie_Delgado@ajg.com	Client Service Associate Sr.
Claims Advocacy			
Scott Clark, AAI Area Senior Vice President, Claim Advocate for Southeast Region	561.998.6815	Scott_Clark@ajg.com	Property Claim Advocate
Senior Resources			
Zeb Holt Regional Executive Vice President –Florida	305.639.3113	Zeb_Holt@ajg.com	AJG Leadership
Dave Marcus, ARM-P Area Chairman	561.998.6800	Dave_Marcus@ajg.com	Senior Management

DRAFT

State of the Market

The big picture

- Like 2018 and 2019, 2020 was a challenging market overall. Our clients faced significant difficulties trying to find coverage, with capacity issues and significant rate increases—for some clients as much as 50%–100% increases, often multiple years in a row.
- A confluence of factors challenged the industry, including
 - ❖ social inflation—the trend of rising insurance costs as a result of increased litigation
 - ❖ plaintiff-friendly judgements and high jury awards
 - ❖ increased storm activity and pandemic losses
 - ❖ carriers' ability to offset these results through investment income remained a challenge due to the lower interest rate environment.
- Rate increases are moderating for some lines. Three years of carriers raising rates, restricting limits and increasing deductibles have generally made the market more attractive to new business.

Property

- Between wildfires, civil commotion and major freeze events, carriers responded to 2020 and 2021 events with increased deductibles, reduced capacity, and changes in coverage. For the third straight year, carriers obtained significant rate increases across their Property portfolios.
- Less-modeled and un-modeled risks continued to plague the Property marketplace, such as wildfires, flood and convective storms.
- This past year was very active in climate-driven claims, including winter storm Uri in February, which many meteorologists claim was a one-in-1,000-year event.
- Hurricane Ida, which made landfall in August, caused significant damage in the Southeast and Northeastern United States.
- 2020 and 2021 set the top records for the most separate billion-dollar+ weather and climate disaster in the United States at 22 events in 2020 and 20 events in 2021.
- The median increase in Q3 2021 for Property policies was 9.1% in Q3 2021, with 85% taking an increase.

- There are still challenging renewals, especially for challenging occupancies and catastrophe-exposed businesses.
- Carriers are scrutinizing their clients' statements of value, demanding in many cases that values be raised as there have been huge discrepancies between insured values and the actual replacement cost at time of loss.

Excess Liability

- **General Liability** continues to be a struggle in certain geographic areas of the country due to sovereign immunity statutes and statewide litigation and claims trends.
 - ❖ Available limits are being slashed and premiums continue to increase 5-15% or more.
 - ❖ Excess limits are being cut by 50% or more.
- **Auto Liability** rates are still not keeping pace with the increases in claims frequency and severity.
- **Sexual Abuse and Molestation Liability** coverage continues to be very difficult to place.
 - ❖ Limits are being slashed, premiums are increasing at a very high rate and client retentions are soaring.
- **School Leaders Errors & Omissions and Employment Practices Liability** – the marketplace continues to harden.
 - ❖ Federal claims continue to drive many of the losses in these coverages.
 - ❖ In addition to seeing nominal rate increases, we are seeing some carriers implement new restrictions.

Excess Workers Compensation continues to be a challenge for Florida Public Entities.

- There are a limited number of carriers that will write this coverage for public sector.
- Rate increases have been in the 5-10% range (unless losses dictate otherwise).
- Retentions and premium continue to rise primarily due to medical advances, improving mortality patterns for patients with serious injuries, and increasing prevalence and cost of home health care.
- Notable rise in “Mega” claims, classified as claims over \$3 million.

Cyber

- The ransomware and cybersecurity risk trends we saw in 2020 continued to plague the Cyber insurance market throughout the first three quarters of 2021.
- Cyber claim frequency and severity continued spiraling upward, which led to a swift response from the Cyber insurance market. Carriers imposed significant limitations of capacity, narrowed the scope of coverage terms, heightened underwriting scrutiny and significantly increased rates.

- Insurance products will reflect decreasing carrier appetites to fully cover ransomware costs, as they push for cost-sharing in the form of ransomware coinsurance and sublimits.
- Nearly all carriers now require attestation of at least some preventive controls, which likely include multifactor authentication, remote desktop protocol, data backup practices, segregation of networks, encryption, patch management, privileged account management, employee training and a host of other preventive measures.
- Rate increases were experienced across most industry sectors, with larger companies subject to greater increases and higher underwriting scrutiny.
- Companies without best-in-class data security are likely to see rate increases in the 100–200% range, and in some cases as high as 400%. Even those that comply with all underwriting required security controls are seeing increases in excess of 75%.
- Most Cyber insurance buyers are feeling the impact through time consuming and complex renewals, with many obtaining less coverage at a higher cost.
- The Cyber underwriting community has responded to 2020 and 2021 loss data and Cyber claim trends with a laser focus on data security controls when evaluating risks.
- We expect even greater underwriting scrutiny of cyber security controls in the Cyber insurance market throughout the remainder of 2021, with capacity continuing to shrink.
- Rate hikes show no real signs of leveling off in the near term.
- This will likely force insureds to offset these costs by assuming greater self-insured retentions and taking an even greater role in actively managing cyber risk.

Wind Modeling

1. Concentration and Geographic Location of Property: Clay County School District has a little over \$1 billion of insured values concentrated in Northeast Florida.
2. Values Exposed and Probable Maximum Loss (PML): Each year we analyze the School District's property schedule, in terms of windstorm exposure using the RMS model. This year the model projects a 250-year PML (the value observed by insurance companies) of \$35.0 million. Thanks to the efforts of District staff, we have been able to improve the data used by the computer models over the years, and this has had a positive impact on your modeling results, and your insurance premiums.

While the models are not predictive of the future, their results tell us that insurers expect the most of the \$20 million of Named Windstorm coverage being provided to be exhausted in the event of a moderate to severe hurricane. We recommend that the District consider purchasing additional Named Windstorm coverage.

2022 Hurricane Modeling Results

Critical Prob.	Return Period	RMS 18.0	
		Ground Up	Gross Loss
0.01%	10,000	\$188,769,782	\$155,898,385
0.10%	1,000	\$77,937,935	\$60,446,443
0.20%	500	\$54,001,194	\$40,520,487
0.40%	250	\$34,983,552	\$24,632,263
1.00%	100	\$16,457,469	\$9,421,535
AAL		\$673,905	\$365,317

Please note that these are only estimates; an actual event could cause a loss that deviates significantly from these values.

Top 5 Key Drivers of Loss

Address	AAL	Flood Zone	Distance to Coast (mi.)	TIV
3750 State Road 220, Middleburg, FL 32068	\$20,247	X	30.85	\$41,922,452
5400 Pine Avenue, Orange Park, FL, 32003	\$13,148	X	19.23	\$3,568,937
900 SW Orchid Avenue, Keystone Heights, FL, 32656	\$9,283	X	44.97	\$4,087,436
2020 Thunderbolt Road, Orange Park, FL, 32003	\$8,127	X	22.91	\$21,089,142
5400 Pine Avenue, Orange Park, FL, 32003	\$7,966	X	19.23	\$3,271,263

Glossary of Terms/Acronyms

Risk Management Solutions (RMS): Catastrophe Modeling Software

Average Annual Loss (AAL): the annualized estimate of loss to a representative unit of exposure from a broad range of modeled catastrophe events;

Return Period: the expected length of time between recurrences of two events with similar characteristics. The return period can also refer to specific level of loss;

Probable Maximum Loss (PML): estimate of the maximum loss on a particular risk as a result of a single event, assessed with due care and taking into account all risk elements;

Ground Up Loss: the amount of loss sustained before deductions, underlying coverage and reinsurance are applied.

Gross Loss: the insurer's loss after deductibles, attachment point(s), and limits are applied, but before any reinsurance.

Renewal Exposures

Property Exposures	<u>2021-2022</u>	<u>2022-2023</u>	<u>Diff</u>
Building/Walkways and Portables	\$ 978,441,024	\$ 1,084,414,060	10.83%
Miscellaneous	\$ 3,058,405	\$ 3,058,405	0.00%
Personal Property (Furniture & Equipment)	\$ 27,677,756	\$ 27,677,756	0.00%
Software	\$ 3,073,284	\$ 3,073,284	0.00%
Audiovisual	\$ 93,244	\$ 93,244	0.00%
Vehicles	\$ 28,179,517	\$ 28,179,517	0.00%
Seats & Scoreboards	\$ 3,357,870	\$ 3,357,870	0.00%
Total	\$ 1,043,881,101	\$ 1,149,854,137	10.15%

Casualty Exposures	<u>2021-2022</u>	<u>2022-2023</u>	<u>Diff</u>
GOE	\$ 316,688,483	\$ 333,812,610	5%
Total Payroll	\$ 217,591,524	\$ 232,221,999	7%
Students	37,720	36,831	-2%
Vehicles	615	629	2%
Employees	5,178	5,119	-1%

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Property Historical Review

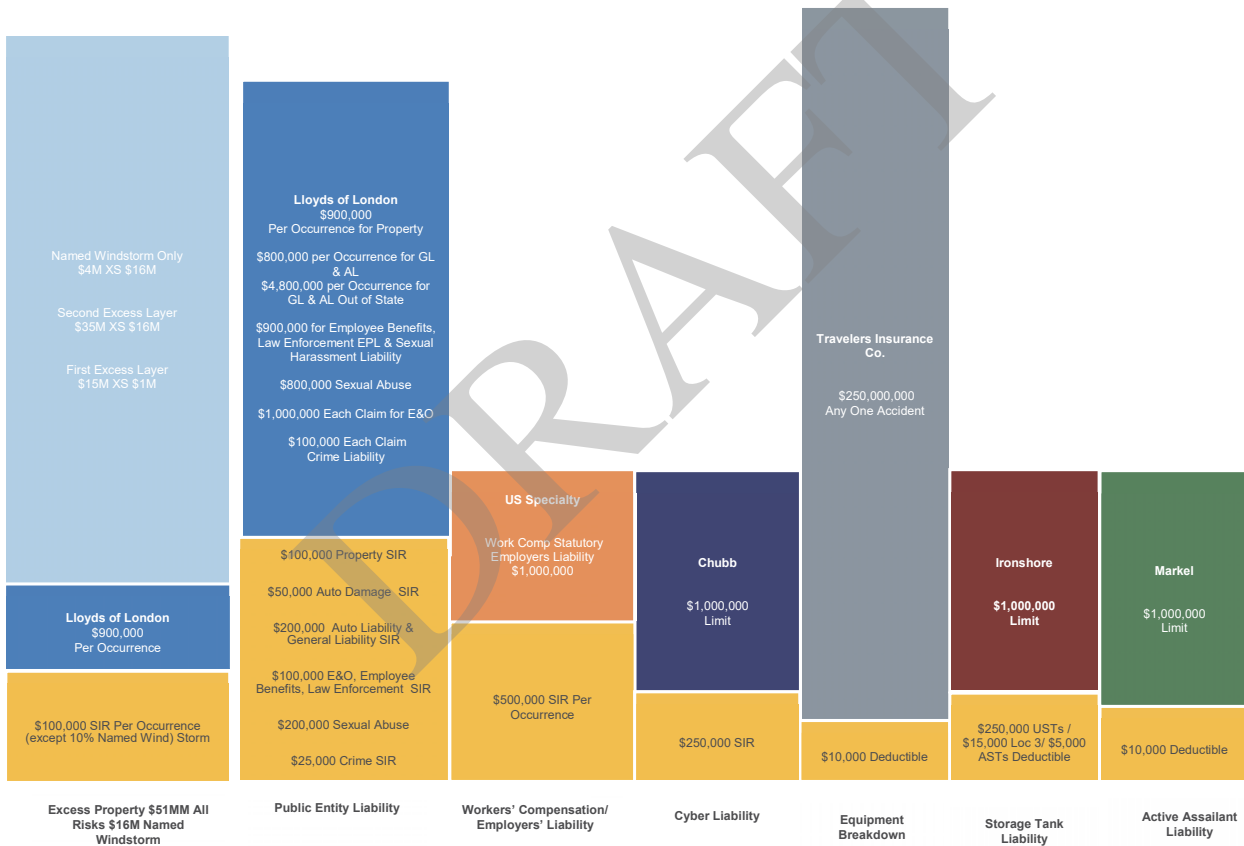
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Named Windstorm Limit	\$11,000,000	\$11,000,000	\$11,000,000	\$11,000,000	\$13,500,000	\$13,500,000	\$20,000,000	\$20,000,000	\$20,000,000	\$20,000,000	20,000,000
Named Windstorm Deductible	7.5% - \$1,000,000 Minimum	10% - \$1,000,000 Minimum	10% - \$1,000,000 Minimum	10% - \$1,000,000 Minimum	10% - \$1,000,000 Minimum	10% - \$1,000,000 Minimum	10% - \$1,000,000 Minimum	10% - \$1,000,000 Minimum	10% - \$1,000,000 Minimum	10% - \$1,000,000 Minimum	10% - \$1,000,000 Minimum
Total Excess Property Premiums	\$807,250	\$753,256	\$610,000	\$560,000	\$464,254	\$468,000	\$507,619	\$576,422	\$657,960	\$709,441	\$898,004
Total Insured Values	1,071,388,873	1,046,329,082	981,174,051	1,109,446,339	908,967,381	909,008,284	984,693,288	1,007,091,790	1,043,019,847	1,043,881,101	1,149,854,136
Property Rate	0.0753	0.0720	0.0622	0.0505	0.0511	0.0515	0.0516	0.0572	0.0631	0.0677	0.0781

Clay County School District

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18GGB17129618W – Exec Sum

2022 Program Structure



Please note that coverages are not drawn to scale and actual policy verbiage should be consulted for coverage terms and conditions
Clay County School District

2022 Premium Summary

		#1	#2	#3	#4
	Expiring Program	Renewal	Increasing Excess WC SIR to \$600,000	\$16MM Wind Limit	\$16MM Wind Limit & Increasing Excess WC SIR
Description	2021-2022	2022-2023	2022-2023	2022-2023	2022-2023
School Board Package	\$ 342,400	\$ 384,750	\$ 384,750	\$ 384,750	\$ 384,750
Excess Property	\$ 706,441	\$ 898,004	\$ 898,004	\$ 805,504	\$ 805,504
Excess WC	\$ 140,129	\$ 179,740	\$ 161,627	\$ 179,740	\$ 161,627
B&M	\$ 14,446	\$ 14,642	\$ 14,642	\$ 14,642	\$ 14,642
Storage Tank	\$ 20,000	\$ 18,360	\$ 18,360	\$ 18,360	\$ 18,360
Active Assailant*	\$ 14,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Student Accident	\$ 9,069	\$ 9,069	\$ 9,069	\$ 9,069	\$ 9,069
Cyber Risk	\$ 40,068	\$ 44,343	\$ 44,343	\$ 44,343	\$ 44,343
Total Cost before fees	\$ 1,286,553	\$ 1,573,908	\$ 1,555,795	\$ 1,481,408	\$ 1,463,295
Florida Surcharges/ FEMA Fees	\$ 32	\$ 32	\$ 32	\$ 32	\$ 32
TRIA	\$ 600	\$ 550	\$ 550	\$ 550	\$ 550
AJG Risk Management Fee	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000
Total Cost after fees	\$ 1,347,185	\$ 1,634,490	\$ 1,616,377	\$ 1,541,990	\$ 1,523,877
Total ▲ over expiring (\$)		\$ 287,305.00	\$ 269,192.00	\$ 194,805.00	\$ 176,692.00
Total ▲ over expiring (%)		21%	20%	14%	13%
*Active Assailant quote has not been received. The above number is an estimate and not bindable.					

Thank You for Your Business

We have enjoyed our partnership and appreciate the continued time, support and confidence you have placed in us as your risk management team. This past year has been successful as evidenced by your renewal outcome. Your total cost of risk is being impacted favorably and our strategy for this upcoming renewal continues to focus on ways to improve this positive impact on your profitability. Thank you.

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Legal Disclaimer

Gallagher provides insurance and risk management advice that is tailored to our clients' risk transfer needs. Our review can include evaluation of insurance premium, risk transfer options, finance agreements, insurance limits, indemnification obligations, and contracts to ascertain appropriate coverage. We do emphasize that any risk management advice, insurance analysis, and limited review of contract terms and conditions, is only provided from an insurance/risk management perspective and is NOT legal advice. We do not provide legal advice and always recommend that our clients seek advice from legal counsel to become fully apprised of all legal implications from their business transactions.

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Founded in
1927

\$4.6B
Total Adjusted Brokerage & Risk Management Revenues (2017)

26,700+
Employees worldwide

700+
Offices in 33 countries

150+
Countries served

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- Mergers and acquisitions
- Productivity and quality enhancements
- Unique, team-oriented sales culture

HIGHLY SPECIALIZED. DEEP EXPERTISE.

- | | | |
|-----------------------------|----------------------------|---|
| Alternative Risk & Captives | Environmental | Private Client Services |
| Aviation | Enterprise Risk Management | Property |
| Casualty | Equity Advisors | Risk Management |
| Commercial Surety & Bonds | Fine Arts | Trade Credit & Political Risk Insurance |
| Cyber Liability | Law Firms | |
| Entertainment | Management Liability | |

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CORE360™ Gallagher's proprietary, comprehensive approach that considers 6 cost drivers of a client's risk management program.

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Companywide focus on ethical conduct, employee health and welfare, environmental integrity and community service.

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June 30, 2022 - Regular School Board Meeting

Title

C22 - Proposed Allocation Changes for 2022-23

Description

Staff allocation documents clarify how each school, district, department, and division is staffed for the 2022-2023 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

[22 23 Allocation Summary - June 30, 2022.pdf](#)

PROPOSED CHANGES TO STAFF ALLOCATIONS
2022-2023 SUMMARY
Board Meeting, June 30, 2022

School	Add	Delete	Allocation	Comment	Salary	Benefits	Total Cost
2022-2023 ACTIONS							
General Funds							
ROE-0541	0.4		Support Facilitator	Program Needs	\$19,000	\$6,131	\$25,131
ESE-9005	1.0		Occupational Therapist	Program Needs	\$54,000	\$17,426	\$71,426
SIP-9009		0.5	Supervisor of School Improv./Prof Dev. Assess. - Supervisor II (100/6300)	Program Needs	(\$42,120)	(\$13,592)	(\$55,712)
SIP-9009		0.5	Supervisor of School Improv./Prof Dev. Assess. - Supervisor II (100/6400)	Program Needs	(\$42,120)	(\$13,592)	(\$55,712)
SIP-9009	0.5		Director of School Improv./Prof Dev. Assess (100/6300)	Program Needs	\$46,575	\$15,030	\$61,605
SIP-9009	0.5		Director of School Improv./Prof Dev. Assess (100/6400)	Program Needs	\$46,575	\$15,030	\$61,605
SUP-9016		0.8	Executive Director of the Clay Education Foundation	Program Needs	(\$45,360)	(\$14,638)	(\$59,998)
SUP-9016		0.2	Executive Director of the Clay Education Foundation - invoiced reimbursement	Program Needs	(\$11,340)	(\$3,659)	(\$15,000)
TOTAL:					\$25,209	\$8,135	\$33,345
General Funds (1248)							
HR-9060	1.6		Teacher on Assignment - invoiced reimbursement	Program Needs	\$76,000	\$24,525	\$100,525
TOTAL:					\$76,000	\$24,525	\$100,525
General Funds (Foundation Partnerships) (1249)							
SUP-9018	0.53		President/CEO of the Clay Education Foundation	Program Needs	\$40,017	\$12,914	\$52,931
SUP-9018	0.47		President/CEO of the Clay Education Foundation - invoiced reimbursement	Program Needs	\$35,600	\$11,488	\$47,089
SUP-9018	1.0		Vice President of the Clay Education Foundation - invoiced reimbursement	Program Needs	\$50,000	\$16,135	\$66,135
TOTAL:					\$125,617	\$40,537	\$166,154
Mental Health (1173)							
CC-9004	1.0		Mental Health Counselor - 12 Month	Program Needs	\$63,010	\$20,333	\$83,343
CC-9004	1.0		Mental Health Counselor - 10 Month	Program Needs	\$47,500	\$15,328	\$62,828
TOTAL:					\$110,510	\$35,662	\$146,172
Food and Nutrition Services (410/7600)							
AES-0591		1.0	Cafeteria Manager (7.50 hours)	Program Needs	(\$34,752)	(\$11,214)	(\$45,966)
	1.0		Food and Nutrition Services Mgr-Self Contained SCI (7.5 hrs)	Program Needs	\$34,752	\$11,214	\$45,966
CEB-0071		1.0	Cafeteria Manager (7.50 hours)	Program Needs	(\$34,752)	(\$11,214)	(\$45,966)
	1.0		Food and Nutrition Services Mgr-Self Contained SCI (7.5 hrs)	Program Needs	\$34,752	\$11,214	\$45,966
CHE-0411		1.0	Cafeteria Manager (7.50 hours)	Program Needs	(\$34,752)	(\$11,214)	(\$45,966)
	1.0		Food and Nutrition Services Mgr-Self Contained SCI (7.5 hrs)	Program Needs	\$34,752	\$11,214	\$45,966
CGE-0601		1.0	Cafeteria Manager (7.50 hours)	Program Needs	(\$34,752)	(\$11,214)	(\$45,966)
	1.0		Food and Nutrition Services Mgr-Self Contained SCI (7.5 hrs)	Program Needs	\$34,752	\$11,214	\$45,966
DOE-0641		1.0	Cafeteria Manager (7.50 hours)	Program Needs	(\$34,752)	(\$11,214)	(\$45,966)
	1.0		Food and Nutrition Services Mgr-Self Contained SCI (7.5 hrs)	Program Needs	\$34,752	\$11,214	\$45,966
DIS-0261		1.0	FNS Manager Self Contained Sci (7.5 hours)	Program Needs	(\$34,752)	(\$11,214)	(\$45,966)
	1.0		Food and Nutrition Services Mgr-Self Contained SCI (7.5 hrs)	Program Needs	\$34,752	\$11,214	\$45,966
FIE-0521		1.0	Cafeteria Manager (7.50 hours)	Program Needs	(\$34,752)	(\$11,214)	(\$45,966)
	1.0		Food and Nutrition Services Mgr-Self Contained SCI (7.5 hrs)	Program Needs	\$34,752	\$11,214	\$45,966
GPE-0232		1.0	Cafeteria Manager (7.50 hours)	Program Needs	(\$34,752)	(\$11,214)	(\$45,966)
	1.0		Food and Nutrition Services Mgr-Self Contained SCI (7.5 hrs)	Program Needs	\$34,752	\$11,214	\$45,966
KHE-0301		1.0	Satellite Manager (7.5 hours)	Program Needs	(\$28,652)	(\$9,246)	(\$37,898)
	1.0		Food and Nutrition Services Mgr-Satellite SAT I (7.5 hrs)	Program Needs	\$28,652	\$9,246	\$37,898
LAE-0451		1.0	Cafeteria Manager (7.50 hours)	Program Needs	(\$34,752)	(\$11,214)	(\$45,966)
	1.0		Food and Nutrition Services Mgr-Self Contained SCI (7.5 hrs)	Program Needs	\$34,752	\$11,214	\$45,966
LES-0352		1.0	Satellite Manager (7.5 hours)	Program Needs	(\$28,652)	(\$9,246)	(\$37,898)
	1.0		Food and Nutrition Services Mgr-Satellite SAT I (7.5 hrs)	Program Needs	\$28,652	\$9,246	\$37,898
MRE-0511		1.0	Cafeteria Manager (7.50 hours)	Program Needs	(\$34,752)	(\$11,214)	(\$45,966)
	1.0		Food and Nutrition Services Mgr-Self Contained SCI (7.5 hrs)	Program Needs	\$34,752	\$11,214	\$45,966
MBE-0271		1.0	Cafeteria Manager (7.50 hours)	Program Needs	(\$28,652)	(\$9,246)	(\$37,898)
	1.0		Food and Nutrition Services Mgr-Satellite SAT I (7.5 hrs)	Program Needs	\$28,652	\$9,246	\$37,898
MCE-0381		1.0	Cafeteria Manager (7.50 hours)	Program Needs	(\$28,652)	(\$9,246)	(\$37,898)
	1.0		Food and Nutrition Services Mgr-Satellite SAT I (7.5 hrs)	Program Needs	\$28,652	\$9,246	\$37,898
OVE-0621		1.0	Cafeteria Manager (7.50 hours)	Program Needs	(\$38,449)	(\$12,407)	(\$50,856)
	1.0		Food and Nutrition Services Mgr-Self Contained SCI (7.5 hrs)	Program Needs	\$34,752	\$11,214	\$45,966

**PROPOSED CHANGES TO STAFF ALLOCATIONS
2022-2023 SUMMARY
Board Meeting, June 30, 2022**

School	Add	Delete	Allocation	Comment	Salary	Benefits	Total Cost
OPE-0201		1.0	Satellite Manager (7.5 hours)	Program Needs	(\$28,652)	(\$9,246)	(\$37,898)
	1.0		Food and Nutrition Services Mgr-Satellite SAT I (7.5 hrs)	Program Needs	\$28,652	\$9,246	\$37,898
PES-0471		1.0	Cafeteria Manager (7.50 hours)	Program Needs	(\$34,752)	(\$11,214)	(\$45,966)
	1.0		Food and Nutrition Services Mgr-Self Contained SCI (7.5 hrs)	Program Needs	\$34,752	\$11,214	\$45,966
POE-0651		1.0	Cafeteria Manager (7.50 hours)	Program Needs	(\$28,652)	(\$9,246)	(\$37,898)
	1.0		Food and Nutrition Services Mgr-Self Contained SCI (7.5 hrs)	Program Needs	\$34,752	\$11,214	\$45,966
ROE-0541		1.0	FNS Manager Self Contained Sci (7.5 hours)	Program Needs	(\$34,752)	(\$11,214)	(\$45,966)
	1.0		Food and Nutrition Services Mgr-Self Contained SCI (7.5 hrs)	Program Needs	\$34,752	\$11,214	\$45,966
RVE-0401		1.0	Satellite Manager (7.5 hours)	Program Needs	(\$28,652)	(\$9,246)	(\$37,898)
	1.0		Food and Nutrition Services Mgr-Satellite SAT I (7.5 hrs)	Program Needs	\$28,652	\$9,246	\$37,898
SBJ-0331		1.0	Cafeteria Manager (7.50 hours)	Program Needs	(\$34,752)	(\$11,214)	(\$45,966)
	1.0		Food and Nutrition Services Mgr-Self Contained SCI (7.5 hrs)	Program Needs	\$34,752	\$11,214	\$45,966
SLE-0631		1.0	Cafeteria Manager (7.50 hours)	Program Needs	(\$34,752)	(\$11,214)	(\$45,966)
	1.0		Food and Nutrition Services Mgr-Self Contained SCI (7.5 hrs)	Program Needs	\$34,752	\$11,214	\$45,966
SPC-0571		1.0	Satellite Manager (7.5 hours)	Program Needs	(\$28,652)	(\$9,246)	(\$37,898)
	1.0		Food and Nutrition Services Mgr-Satellite SAT I (7.5 hrs)	Program Needs	\$28,652	\$9,246	\$37,898
TBE-0531		1.0	Cafeteria Manager (7.50 hours)	Program Needs	(\$34,752)	(\$11,214)	(\$45,966)
	1.0		Food and Nutrition Services Mgr-Self Contained SCI (7.5 hrs)	Program Needs	\$34,752	\$11,214	\$45,966
TES-0501		1.0	Cafeteria Manager (7.50 hours)	Program Needs	(\$38,449)	(\$12,407)	(\$50,856)
	1.0		Food and Nutrition Services Mgr-Satellite Base SBI (7.5 hrs)	Program Needs	\$38,449	\$12,407	\$50,856
WEC-0241		1.0	Satellite Manager (7.5 hours)	Program Needs	(\$34,752)	(\$11,214)	(\$45,966)
	1.0		Food and Nutrition Services Mgr-Self Contained SCI (7.5 hrs)	Program Needs	\$34,752	\$11,214	\$45,966
WES-0491		1.0	Satellite Manager (7.5 hours)	Program Needs	(\$28,652)	(\$9,246)	(\$37,898)
	1.0		Food and Nutrition Services Mgr-Satellite SAT I (7.5 hrs)	Program Needs	\$28,652	\$9,246	\$37,898
GCJ-0021		1.0	Satellite Manager (7.5 hours)	Program Needs	(\$34,752)	(\$11,214)	(\$45,966)
	1.0		Food and Nutrition Services Mgr-Self Contained SCI (7.5 hrs)	Program Needs	\$34,752	\$11,214	\$45,966
LAJ-0481		1.0	Cafeteria Manager (7.5 hours)	Program Needs	(\$34,752)	(\$11,214)	(\$45,966)
	1.0		Food and Nutrition Services Mgr-Self Contained SCI (7.5 hrs)	Program Needs	\$34,752	\$11,214	\$45,966
LJH-0351		1.0	Cafeteria Manager (7.5 hours)	Program Needs	(\$38,449)	(\$12,407)	(\$50,856)
	1.0		Food and Nutrition Services Mgr-Satellite Base SBI (7.5 hrs)	Program Needs	\$38,449	\$12,407	\$50,856
OLJ-0661		1.0	Cafeteria Manager (7.5 hours)	Program Needs	(\$34,752)	(\$11,214)	(\$45,966)
	1.0		Food and Nutrition Services Mgr-Self Contained SCI (7.5 hrs)	Program Needs	\$34,752	\$11,214	\$45,966
OPJ-0361		1.0	Cafeteria Manager (7.5 hours)	Program Needs	(\$38,449)	(\$12,407)	(\$50,856)
	1.0		Food and Nutrition Services Mgr-Satellite Base SBI (7.5 hrs)	Program Needs	\$38,449	\$12,407	\$50,856
WJH-0371		1.0	Cafeteria Manager (7.5 hours)	Program Needs	(\$38,449)	(\$12,407)	(\$50,856)
	1.0		Food and Nutrition Services Mgr-Satellite Base SBI (7.5 hrs)	Program Needs	\$38,449	\$12,407	\$50,856
CHS-0341		1.0	Cafeteria Manager (7.5 hours)	Program Needs	(\$39,743)	(\$12,825)	(\$52,568)
	1.0		Senior High Food and Nutrition Services Mgr-Satellite Base SBIA (7.5 hrs)	Program Needs	\$39,743	\$12,825	\$52,568
FIH-0551		1.0	Cafeteria Manager (7.5 hours)	Program Needs	(\$39,743)	(\$12,825)	(\$52,568)
	1.0		Senior High Food and Nutrition Services Mgr-Satellite Base SBIA (7.5 hrs)	Program Needs	\$39,743	\$12,825	\$52,568
KHH-0311		1.0	Cafeteria Manager (7.5 hours)	Program Needs	(\$39,743)	(\$12,825)	(\$52,568)
	1.0		Senior High Food and Nutrition Services Mgr-Satellite Base SBIA (7.5 hrs)	Program Needs	\$39,743	\$12,825	\$52,568
MHS-0391		1.0	Cafeteria Manager (7.5 hours)	Program Needs	(\$38,819)	(\$12,527)	(\$51,346)
	1.0		Senior High Food and Nutrition Services Mgr-Satellite Base SCIB (7.5 hrs)	Program Needs	\$38,819	\$12,527	\$51,346
OHS-0661		1.0	Cafeteria Manager (7.5 hours)	Program Needs	(\$38,819)	(\$12,527)	(\$51,346)
	1.0		Senior High Food and Nutrition Services Mgr-Satellite Base SCIB (7.5 hrs)	Program Needs	\$38,819	\$12,527	\$51,346
OPH-0252		1.0	Cafeteria Manager (7.5 hours)	Program Needs	(\$39,743)	(\$12,825)	(\$52,568)
	1.0		Senior High Food and Nutrition Services Mgr-Satellite Base	Program Needs	\$39,743	\$12,825	\$52,568
RHS-0431		1.0	Cafeteria Manager (7.5 hours)	Program Needs	(\$39,743)	(\$12,825)	(\$52,568)
	1.0		Senior High Food and Nutrition Services Mgr-Satellite Base	Program Needs	\$39,743	\$12,825	\$52,568
RHS-0431		1.0	Cafeteria Assistant (5.75 hours)	Program Needs	(\$13,276)	(\$4,284)	(\$17,560)
	1.0		Cafeteria Assistant (5.25 hours)	Program Needs	\$12,121	\$3,912	\$16,033
RHS-0431		2.0	Cafeteria Assistant (3.25 hours)	Program Needs	(\$15,007)	(\$4,843)	(\$19,850)
	2.0		Cafeteria Assistant (3.50 hours)	Program Needs	\$16,162	\$5,215	\$21,377
FNS-9110		2.0	Cafeteria Manager, Mobile Food Truck (7.5 hrs)	Program Needs	(\$28,652)	(\$9,246)	(\$37,898)
	2.0		Food and Nutrition Services Mgr/Food Truck Satellite SCI (7.5 hrs)	Program Needs	\$28,652	\$9,246	\$37,898
FNS-9110		8.0	School Food Service Manager-Intern (7.5 hrs)	Program Needs	(\$27,358)	(\$8,828)	(\$36,186)
	8.0		Food and Nutrition Services Manager Intern (7.5 hrs)	Program Needs	\$27,358	\$8,828	\$36,186
				TOTAL:	\$2,403	\$775	\$3,178

June 30, 2022 - Regular School Board Meeting

Title

C23 - Monthly Financial Reports for May, 2022

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 May 31, 2022.

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 May, 2022.

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

- Ⓞ [May 2022 Monthly Board Financial Report.pdf](#)
- Ⓞ [May 2022 Monthly Board Property Report.pdf](#)
- Ⓞ [CONTRACTS 50 Thousand and Greater.xlsx.pdf](#)

CLAY COUNTY SCHOOL BOARD
SUMMARY OF CASH INVESTMENTS
07/01/2021 thru 05/31/2022

	CASH BALANCE	INVESTMENT AMOUNT	TYPE	GRAND TOTAL
General Fund(3)	16,005,474.71	29,770,701.84	(1) & (4) SBA/OTH	45,776,176.55
Debt Services(5)	0.00	479,352.76	SBA/OTH	479,352.76
Capital Projects	0.00	72,036,751.47	SBA/OTH	72,036,751.47
Special Rev. - Other	0.00	3,524,056.87	SBA	3,524,056.87
Spec. Rev - Food Service	7,381,424.40	2,695,415.15	SBA	10,076,839.55
Self Insurance	0.00	7,588,541.27	SBA	7,588,541.27
GRAND TOTAL	23,386,899.11	116,094,819.36		139,481,718.47

NOTES:

1. The rate of interest earned on investments with the State Board of Administration during the month of May, 2022 was 0.85%.
2. For comparison purposes with the General Fund Statement of Revenue, we have completed 91.67% 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 \$1,247,301.18 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 May, 2022 was 0.80%.
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 05/31/2022

		Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
Federal Direct	Federal Impact Aid	3121	550,000.00	550,000.00	497,844.00	90.52%
	R O T C	3191	374,578.00	374,578.00	225,660.12	60.24%
Federal Direct - Total			924,578.00	924,578.00	723,504.12	
Fed thru Local and State Revenue	Medicaid	3202	2,100,000.00	2,100,000.00	1,770,206.72	84.30%
	Ed Stabilization-VPK	3273	10,500.00	193,386.00	193,386.00	100.00%
	Federal Through Local Revenue	3280	587,181.00	647,365.00	311,785.03	48.16%
Fed thru Local and State - Total			2,697,681.00	2,940,751.00	2,275,377.75	
State Sources	Florida Educ Finance Program	3310	199,788,388.00	196,522,234.00	175,633,940.00	89.37%
	Workforce Development	3315	495,645.00	495,645.00	454,344.00	91.67%
	Workforce Performance Incentiv	3317	0.00	6,000.00	6,000.00	100.00%
	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	34,774.94	96.60%
	Class Size Reduction	3355	36,805,202.00	37,327,978.00	34,173,750.00	91.55%
	Voluntary Pre-K High Schools	3370	80,000.00	80,000.00	91,613.11	114.52%
	Voluntary Pre-K	3371	425,000.00	425,000.00	676,203.13	159.11%
	Miscellaneous State Revenue	3390	824,057.10	1,220,570.10	623,076.56	51.05%
State Sources - Total			238,476,292.10	236,135,427.10	211,693,701.74	
Local Sources	District School Taxes	3411	58,989,012.00	58,989,012.00	57,964,699.60	98.26%
	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	551,368.78	137.84%
	Interest Incl Profit On Invest	3430	130,000.00	130,000.00	151,271.00	116.36%
	Gifts Grants & Bequests	3440	199,650.52	275,235.44	122,744.05	44.60%
	Adult Gen Educ Course Fee-GED	3461	35,000.00	38,275.00	31,165.00	81.42%
	Postsecondary Voc Course Fees	3462	20,000.00	39,677.11	24,937.98	62.85%
	Lifelong Learning Fees	3466	15,000.00	15,000.00	0.00	0.00%
	Other Student Fees	3469	25,000.00	34,685.63	15,094.63	43.52%
	Preschool Program Fees	3471	575,000.00	362,300.00	282,779.40	78.05%
	Other Schl Class Fees	3479	15,000.00	29,594.90	19,932.90	67.35%
	Miscellaneous Local Sources	3490	1,431,252.37	2,303,398.26	2,473,370.23	107.38%
	Receipt Of Fed Indirect Cost	3494	600,000.00	600,000.00	1,034,006.25	172.33%
	Other Misc Local Sources	3495	275,000.00	275,000.00	311,949.51	113.44%
	Refund Of Prior Year's Expense	3497	5,000.00	5,000.00	61,571.56	1,231.43%
	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	154,018.23	38.50%	
Local Sources - Total			64,147,914.89	64,930,178.34	63,198,979.12	
Transfers	Transfer From Capital Projects	3630	4,875,000.00	4,875,000.00	3,972,371.00	81.48%
Transfers - Total			4,875,000.00	4,875,000.00	3,972,371.00	
Other Financing Sources	Sale Of Equipment	3733	0.00	120,000.00	136,549.63	113.79%
	Insurance Loss Recoveries	3740	0.00	11,028.00	7,812.95	70.85%
OFS - Total			0.00	131,028.00	144,362.58	
Revenues - Total			311,121,465.99	309,936,962.44	282,008,296.31	90.99%
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	
Grand Total			348,143,979.95	346,959,476.40	319,030,810.27	91.95%

**CLAY COUNTY SCHOOL BOARD
GENERAL FUNDS
STATEMENT OF EXPENDITURES AND TRANSFERS**

07/01/2021 thru 05/31/2022

Expense	Acct#	Original Budget	Amended Budget	Salaries	Emp. Benefits	Purch Services	Energy Services	Mat Supplies	Cap Outlay	Other Misc.	Totals	% OF Budget
Basic FEPP K-12	5100	153,797,324.62	146,202,804.43	84,879,572.20	27,302,999.47	18,794,550.63	735.80	5,149,175.26	687,606.56	1,078,658.21	137,893,498.13	94.32%
Exceptional Education	5200	51,836,696.09	51,952,458.04	32,207,869.05	10,773,984.84	2,535,299.85	4,365.62	342,250.42	90,847.84	42,913.65	45,997,531.27	88.54%
Career Technical Education	5300	10,087,831.68	11,514,481.76	5,497,551.65	1,706,376.40	326,429.67	4,923.66	221,352.97	321,222.92	44,304.56	8,122,161.83	70.54%
Adult General	5400	474,338.24	489,114.15	130,869.01	39,659.79	18,310.72	0.00	7,392.21	2,954.79	48,452.60	247,638.12	50.63%
Voluntary Pre K	5500	1,068,975.87	1,170,851.05	746,542.76	207,497.36	27,438.44	0.00	55,528.63	3,906.23	0.00	1,040,913.42	88.90%
Other Instruction	5900	0.00	4,908.00	1,061,786.15	166,896.00	0.00	0.00	0.00	4,908.00	0.00	1,233,590.15	25,134.27%
Student Support Services	6100	18,029,078.60	18,140,850.26	11,488,998.12	3,537,897.37	271,822.09	2,180.00	124,260.38	71,479.61	24,716.57	15,920,954.14	88.56%
Instructional Media Services	6200	4,905,405.02	4,900,449.93	2,843,540.31	982,305.50	219,709.73	0.00	52,159.60	274,773.11	2,175.00	4,354,663.25	88.86%
Curriculum Development	6300	4,391,845.66	4,508,214.10	2,816,929.53	842,116.42	162,793.11	787.00	35,007.48	31,721.54	20,651.83	3,909,966.91	86.73%
Inst Staff Training Services	6400	2,613,360.54	2,841,897.76	1,618,440.83	450,035.83	388,519.71	0.00	69,083.31	15,273.08	13,008.00	2,654,360.76	86.83%
Instruction Related Technology	6500	5,072,327.13	5,011,478.99	2,102,400.60	672,602.37	1,178,869.57	0.00	51,191.65	217,120.67	0.00	4,221,984.86	84.25%
Board	7100	835,651.27	884,651.27	354,910.62	137,848.11	105,210.49	0.00	1,171.27	0.00	(46,009.86)	553,130.83	62.53%
General Administration	7200	447,253.48	446,253.48	262,572.87	115,871.91	15,142.43	551.00	1,824.22	64.78	16,630.00	412,657.21	92.47%
School Administration	7300	16,831,752.22	16,918,746.29	11,996,170.24	3,638,218.89	43,337.83	0.00	45,304.06	67,937.77	19,713.31	15,810,682.1	93.45%
Facilities Acquisition and Construction	7400	3,338,482.01	3,530,170.12	753,030.65	292,869.12	235,786.62	3,114.87	7,699.88	999,088.86	888,618.36	2,920,208.06	82.72%
Fiscal Services	7500	1,797,290.56	1,741,960.13	935,782.79	261,907.88	15,152.59	0.00	8,440.77	6,732.47	6,327.90	1,234,344.4	70.86%
Food Services	7600	96,339.86	96,339.86	117,412.95	38,698.22	0.00	0.00	0.00	0.00	0.00	156,111.17	162.04%
Central Services	7700	4,026,163.26	4,300,253.18	2,192,944.10	687,209.33	160,357.37	4,971.81	68,306.42	256,607.21	23,520.83	3,393,917.07	78.92%
Pupil Transportation Services	7800	12,824,206.26	12,780,346.48	6,720,556.25	2,158,591.17	438,152.01	1,244,702.60	404,456.07	171,014.37	54,485.68	11,191,928.13	87.57%
Operation of Plant	7900	23,803,325.83	24,268,309.45	5,801,826.26	2,178,083.31	4,741,585.38	5,556,738.67	522,118.81	94,285.73	3,520.65	18,898,138.81	77.87%
Maintenance Of Plant	8100	6,840,862.91	7,019,708.91	3,021,010.78	1,006,482.22	930,886.79	133,303.29	843,526.06	206,354.66	12,009.17	6,153,572.87	87.66%
Maintenance Technology Svcs	8200	1,994,491.07	2,017,482.72	1,110,418.19	338,919.65	117,315.46	9,071.00	5,825.49	2,965.33	1,050.35	1,585,553.47	78.59%
Community Services	9100	593,419.65	666,038.64	282,080.72	129,641.09	1,754.80	0.00	18,829.12	5,759.54	7,717.50	445,782.77	66.93%
Debt Service	9200	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00%
Total Expense		325,806,521.83	321,507,469.00	178,942,815.83	57,586,712.25	30,728,165.29	6,965,445.32	8,034,903.78	3,532,613.07	2,062,634.29	287,853,289.83	89.53%
Nonspendable Fund Balance	6/30/2022	600,000.00	600,000.00								600,000.00	
Restricted Fund Balance	6/30/2022	8,500,000.00	3,500,000.00								3,500,000.00	
Assigned Fund Balance	6/30/2022	3,489,576.68	5,300,000.00								5,300,000.00	
Unassigned Fund Balance	6/30/2022	9,747,881.44	16,052,007.40								21,777,520.44	
Total Fund Balance		22,337,458.12	25,452,007.40								31,177,520.44	
Grand Totals		348,143,979.95	346,959,476.40								319,030,810.27	91.95%

CLAY COUNTY SCHOOL BOARD
GENERAL FUNDS - Additional Millage Fund
STATEMENT OF REVENUE
07/01/2021 thru 05/31/2022

		Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
Local Sources	District School Taxes	3411	13,817,993.00	13,817,993.00	13,283,745.76	96.13%
Local Sources - Total			13,817,993.00	13,817,993.00	13,283,745.76	
Revenue			13,817,993.00	13,817,993.00	13,283,745.76	
Fund Balance - Total 7-1-2021			9,446,047.65	9,446,047.65	9,446,047.65	
Grand Total			23,264,040.65	23,264,040.65	22,729,793.41	97.70%

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CLAY COUNTY SCHOOL BOARD
GENERAL FUNDS - Additional Millage Fund
STATEMENT OF EXPENDITURES AND TRANSFERS
07/01/2021 thru 05/31/2022

Expense	Acct#	Original Budget	Amended Budget	Salaries	Emp Benefits	Purch Services	Energy Services	Mat Supplies	Cap Outlay	Other Misc.	Totals	% OF Budget
Facilities Acquisition & Const	7400	5,197,231.83	4,432,993.23	0.00	0.00	46.94	0.00	0.00	1,503,901.95	0.00	1,503,948.89	33.93%
Facilities (S. D.)	7700	3,000.00	11,144.03	2,282.32	449.98	2,861.95	0.00	0.00	0.00	0.00	5,594.25	50.20%
Pupil Transportation Services	7800	0.00	754,285.54	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	5,337,186.56	2,516,171.03	1,022,923.13	452,249.13	54,916.12	29,465.09	62,573.06	512.00	4,138,809.56	77.55%
Maintenance Of Plant	8100	141,894.88	141,894.88	104,201.60	31,784.19	0.00	0.00	0.00	0.00	0.00	135,985.79	95.84%
Total Expense		10,677,504.24	10,677,504.24	2,622,654.95	1,055,157.30	455,188.02	54,916.12	29,465.09	1,566,475.01	512.00	5,784,338.49	54.17%
Restricted Fund Balance	6/30/2022	12,586,536.41	12,586,536.41								16,945,454.92	
Unassigned Fund Balance	6/30/2022	0.00	0.00								0.00	
Total Fund Balance		12,586,536.41	12,586,536.41								16,945,454.92	
Grand Totals		23,264,040.65	23,264,040.65								22,729,793.41	97.70%

CLAY COUNTY SCHOOL BOARD
DEBT SERVICE FUND
STATEMENT OF REVENUE, EXPENDITURES, AND TRANSFERS
07/01/2021 Thru 05/31/2022

REVENUE AND TRANSFERS

Local Sources					
	Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
Interest Incl Profit On Invest	3430	268.69	886.05	301.80	34.06%
Total Local Sources		268.69	886.05	301.80	
State Sources					
	Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
CO & DS Withld For SBE Bonds	3322	58,725.00	58,725.00	0.00	0.00%
SBE/COBI Bond Interest	3326	717.36	100.58	0.00	0.00%
Racing Commission Funds	3341	223,250.00	223,250.00	223,250.00	100.00%
Total State Sources		282,692.36	282,075.58	223,250.00	
Transfers					
	Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
Transfer From Capital Projects	3630	6,805,051.72	6,805,051.72	2,129,744.52	31.30%
Total Transfers		6,805,051.72	6,805,051.72	2,129,744.52	
Total REVENUE AND TRANSFERS		7,088,012.77	7,088,013.35	2,353,296.32	33.20%
Fund Balance July 1, 2021		468,877.53	468,877.53	468,877.53	
GRAND TOTAL		7,556,890.30	7,556,890.88	2,822,173.85	37.35%

EXPENDITURES

Debt Service					
	Acct #	Original Budget	Amended Budget	Expenditures	% OF EXP
Redempt Of Prnc	710	5,813,928.11	5,813,928.11	1,613,928.11	27.76%
Interest	720	1,249,452.37	1,249,452.37	731,815.17	58.57%
Dues And Fees	730	18,826.58	18,826.58	7,952.16	42.24%
Total Debt Service		7,082,207.06	7,082,207.06	2,353,695.44	
Total EXPENDITURES		7,082,207.06	7,082,207.06	2,353,695.44	33.23%

FUND BALANCE

Fund Balance					
	Acct #	Original Budget	Amended Budget		
Fund Balance June 30, 2022	2750	474,683.24	474,683.82	468,478.41	
GRAND TOTAL		7,556,890.30	7,556,890.88	2,822,173.85	37.35%

CLAY COUNTY SCHOOL BOARD
CAPITAL IMPROVEMENTS FUNDS
STATEMENT OF REVENUE, EXPENDITURES, AND TRANSFERS
07/01/2021 Thru 05/31/2022

REVENUE AND TRANSFERS

Local Sources					
	Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
District Local Cap Improv Taxes	3413	20,292,325.00	21,590,614.00	20,308,239.56	94.06%
Local Sales Taxes	3418	14,000,000.00	14,000,000.00	13,541,023.01	96.72%
Tax Redemptions	3421	0.00	0.00	0.00	0.00%
Interest Incl Profit On Invest	3430	7,075.00	7,075.00	3,863.49	54.61%
Impact Fees	3496	9,500,000.00	9,500,000.00	9,929,875.40	104.53%
Total Local Sources		43,799,400.00	45,097,689.00	43,783,001.46	

OTHER FINANCING SOURCES

	Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
Sale Of Equipment	3733	50,000.00	50,000.00	0.00	0.00%
Total OFS		50,000.00	50,000.00	0.00	

State Sources

	Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
CO & DS Distribud 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	37,950.21	81.61%
Charter Sch Capital Ou Revenue	3397	796,000.00	796,000.00	747,062.00	93.85%
Total State Sources		2,142,500.00	2,142,500.00	785,012.21	
Total REVENUE AND TRANSFERS		45,991,900.00	47,290,189.00	44,568,013.67	94.24%
Fund Balance July 1, 2021		48,091,052.17	48,091,052.17	48,091,052.17	
GRAND TOTAL		94,082,952.17	95,381,241.17	92,659,065.84	97.15%

EXPENDITURES

Debt Service

	Acct #	Original Budget	Amended Budget	Expended	% OF EXP
Redempt Of Prnc	710	112,320.00	112,320.00	112,320.00	100.00%
Interest	720	0.00	0.00	0.00	0.00%
Dues And Fees	730	0.00	0.00	0.00	0.00%
Total Debt Service		112,320.00	112,320.00	112,320.00	

Gen Sup Svc

	Acct #	Original Budget	Amended Budget	Expended	% OF EXP
Tech Rentals	369	0.00	161,127.38	161,127.38	100.00%
Tech Other Purchased Services	399	0.00	65,909.00	43,449.63	65.92%
Bldgs & Fixed Equipment	630	36,058,457.61	38,024,414.13	3,164,336.60	8.32%
Dir Purch Bldgs	631	6,202,403.82	12,448,790.82	16,008.82	0.13%
Equip \$1000 Over	641	54,415.16	63,399.55	54,630.39	86.17%
Equip L/T \$1000	642	212,364.37	307,169.12	225,521.04	73.42%
Comp Hdw > \$1000	643	134,246.72	121,422.21	121,407.66	99.99%
Cptr Hdwr <\$1000	644	602,655.38	646,710.57	498,085.48	77.02%
TechRel FE >\$1000	648	0.00	0.00	0.00	0.00%
TechRel FFE<\$1000	649	20,000.00	3,883.34	3,635.95	93.63%
Vehicles	652	327,710.08	250,770.00	214,917.00	85.70%
Land	660	1,625,000.00	925,000.00	0.00	0.00%
Capital Imprv. Non-Bldg	671	600,000.00	694,000.00	110,930.40	15.98%
Non-Cap Imprv Other Than Bldgs.	672	3,362,338.63	3,349,622.68	1,632,348.72	48.73%
Cap Remodeling	681	10,152,342.27	10,391,820.54	1,230,559.44	11.84%
Non-Cap Remodlg/Renovations	682	14,079,388.69	9,867,985.36	5,492,685.69	55.66%
Dir Prch-Cap Remodeling	683	900,491.24	0.00	0.00	0.00%
Dir Purch-Non-Cap Remodlg	684	40,434.12	26,260.65	23,475.40	89.39%
Software >\$1000	691	445,978.36	472,578.36	441,599.38	93.44%
Software <\$1000	692	301,066.05	127,825.23	127,825.23	100.00%
CHARTER Cap TAX	795	0.00	918,097.68	475,734.16	51.82%
Total Gen Sup Svc		75,119,292.50	78,866,786.62	14,038,278.37	

Xfer Of Funds

	Acct #	Original Budget	Amended Budget	Expended	% OF EXP
Xfer To Gen Fnd	910	4,875,000.00	4,875,000.00	3,972,371.00	81.48%
Xfer To Dbt Svc	920	6,805,051.73	6,805,051.73	2,129,744.52	31.30%
Total Xfer Of Funds		11,680,051.73	11,680,051.73	6,102,115.52	
Total EXPENDITURES		86,911,664.23	90,659,158.35	20,252,713.89	22.34%

Fund Balance

Fund Balance June 30, 2022	2750	7,171,287.94	4,722,082.82	72,406,351.95	
GRAND TOTAL		94,082,952.17	95,381,241.17	92,659,065.84	97.15%

CLAY COUNTY SCHOOL BOARD
SPECIAL REVENUE FUNDS - FOOD SERVICES
STATEMENT OF REVENUE, EXPENDITURES, AND TRANSFERS
07/01/2021 Thru 05/31/2022

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	5,147.37	257.37%
Adult Breakfasts/Lunches	3453	5,000.00	1,800.00	124.00	6.89%
Student A La Carte	3454	1,226,800.00	1,225,000.00	1,283,596.97	104.78%
Miscellaneous Local Sources	3490	5,000.00	5,000.00	19,785.33	395.71%
Total Local Sources		1,238,800.00	1,233,800.00	1,308,653.67	
Federal 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	17,904.00	89.52%
U S D A Donated Commodities	3265	1,298,000.00	1,298,000.00	0.00	0.00%
Cash in Lieu of Donated Foods	3266	0.00	5,000.00	0.00	0.00%
Summer Food Service Program	3267	16,327,500.00	0.00	19,805,726.13	NA
Total Fed thru Local and State		17,625,500.00	17,630,500.00	19,823,630.13	
State Sources					
	Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
School Breakfast Supplement	3337	60,000.00	60,000.00	68,337.00	113.90%
School Lunch Supplement	3338	85,000.00	85,000.00	100,703.00	118.47%
Total State Sources		145,000.00	145,000.00	169,040.00	
Total REVENUE AND TRANSFERS		19,009,300.00	19,009,300.00	21,301,323.80	112.06%
Fund Balance July 1, 2021		7,061,026.92	7,061,026.92	7,061,026.92	
GRAND TOTAL		26,070,326.92	26,070,326.92	28,362,350.72	108.79%

EXPENDITURES

Gen Sup Svc					
	Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
Administrator	110	2,084,610.44	2,084,610.44	1,969,676.36	94.49%
Other Support	160	4,201,077.74	4,201,077.74	4,002,906.77	95.28%
COVID LEAVE OTHR	169	14,707.50	14,707.50	0.00	0.00%
Retirement	210	564,404.82	564,404.82	665,815.15	117.97%
Social Security	220	478,189.54	478,189.54	433,447.05	90.64%
Group Insurance	230	2,034,660.16	2,034,660.16	1,295,857.64	63.69%
Workmans Comp	240	73,932.41	73,932.41	81,744.55	110.57%
Prof Svcs - Substitutes	313	50,000.00	50,000.00	49,791.38	99.58%
Travel-In cnty	331	6,400.00	8,400.00	3,148.07	37.48%
Travel-Reg Fees	334	0.00	438.00	438.00	100.00%
Repairs And Maintenance	350	24,766.00	7,289.46	2,393.46	32.83%
Rentals	360	4,144.00	4,144.00	2,784.68	67.20%
Tech Rentals	369	34,323.00	34,323.00	33,262.00	96.91%
Stamps	370	0.00	0.00	0.00	0.00%
Stamps	371	19,100.00	9,100.00	9,000.00	98.90%
Cell Phones	378	1,000.00	1,000.00	395.09	39.51%
Oltr Purch Svc	390	93,976.35	87,798.35	11,599.28	13.21%
Printing	391	5,000.00	5,200.00	5,070.75	97.51%
Bottled Gas	420	1,500.00	1,500.00	143.89	9.59%
Electricity	430	156,500.00	156,500.00	101,520.97	64.87%
Gasoline	450	4,600.00	4,600.00	3,471.00	75.46%
Diesel Fuel	460	3,600.00	3,600.00	3,910.50	108.63%
Supplies	510	685,000.00	927,598.00	754,073.18	81.29%
TonerType Fee	515	23,300.00	8,093.00	6,202.55	76.64%
Tech Supplies	519	800.00	800.00	145.40	18.18%
Oil & Grease	540	300.00	300.00	132.00	44.00%
Repair Parts	550	4,500.00	8,668.00	2,863.00	33.03%
Tires & Tubes	560	1,000.00	1,627.00	1,627.00	100.00%
Food	570	6,416,382.00	8,485,064.00	7,750,820.92	91.35%
Commodities	580	1,400,000.00	1,400,000.00	0.00	0.00%
AV Mat LT \$1000	622	200.00	700.00	513.96	73.42%
Equip \$1000 Over	641	491,300.00	958,324.00	757,038.37	79.00%
Equip LT \$1000	642	23,000.00	107,891.00	98,777.86	91.55%
Comp Hdw > \$1000	643	10,000.00	200.00	0.00	0.00%
Cptr Hdw <=\$1000	644	21,000.00	12,500.00	12,006.82	96.05%
TechRel FFE<\$1000	649	2,500.00	1,917.54	760.32	39.65%
Vehicles	652	0.00	0.00	37,497.00	0.00%
Cap Remodlg	681	1,771,508.65	1,059,753.65	690,888.86	65.19%
Non-Cap Remodlg/Renovations	682	29,000.00	39,200.00	38,846.70	99.10%
Software >\$1000	691	2,000.00	171.00	0.00	0.00%
Dues And Fees	730	32,000.00	32,000.00	30,417.45	95.05%
Oth Pers Svcs	750	9,000.00	9,000.00	8,272.00	91.91%
Misc Ex/Ind Cst	792	225,000.00	225,000.00	154,018.23	68.45%
Total Gen Sup Svc		21,004,282.61	23,104,282.61	19,021,278.21	
Total EXPENDITURES		21,004,282.61	23,104,282.61	19,021,278.21	82.33%
Fund Balance June 30, 2022	2750	5,066,044.31	2,966,044.31	9,341,072.51	
Total Fund Balance		5,066,044.31	2,966,044.31	9,341,072.51	
GRAND TOTAL		26,070,326.92	26,070,326.92	28,362,350.72	108.79%

CLAY COUNTY SCHOOL BOARD
SPECIAL REVENUE FUNDS - OTHER
STATEMENT OF REVENUE
07/01/2021 thru 05/31/2022

		Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
Federal Direct	Miscellaneous Federal Direct	3199	126,503.61	292,835.67	49,145.29	16.78%
Federal Direct - Total			126,503.61	292,835.67	49,145.29	
Federal thru Local and State	Career And Technical Education	3201	375,459.19	425,287.19	312,690.75	73.52%
	Adult General Education	3221	263,087.77	263,087.77	217,493.18	82.67%
	English Literacy And Civics Ed	3222	50,781.96	50,781.96	37,636.53	74.11%
	Title II	3226	1,200,229.10	1,434,175.79	920,461.29	64.18%
	I D E A	3230	8,651,799.78	8,665,676.72	7,066,296.20	81.54%
	Title I - Elem & Secondary Edu	3240	5,095,805.54	5,494,449.54	4,391,727.56	79.93%
	Title III	3241	209,124.83	209,124.83	120,391.52	57.57%
	Twenty-First Century Schools	3242	958,412.11	958,412.11	655,319.62	68.38%
	Other Federal Thru State	3290	95,000.00	95,000.00	74,109.84	78.01%
Federal thru Local and State - Total			16,899,700.28	17,595,995.91	13,796,126.49	
Grand Total			17,026,203.89	17,888,831.58	13,845,271.78	77.40%

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**CLAY COUNTY SCHOOL BOARD
SPECIAL REVENUE FUNDS - OTHER
STATEMENT OF EXPENDITURES AND TRANSFERS
07/01/2021 thru 05/31/2022**

Expense	Acct#	Original Budget	Amended Budget	Salaries	Emp Benefits	Purch Services	Eng Services	Mat Supplies	Cap Outlay	Other Transfers	Totals	% Of Budget
Basic FEFP K-12	5100	4,033,848.95	4,425,385.02	2,117,902.56	678,225.69	99,976.53	0.00	198,000.27	575,802.77	2,216.00	3,672,123.82	82.98%
Exceptional	5200	5,163,841.83	5,209,256.33	2,738,703.29	987,552.19	331,777.17	0.00	57,183.81	25,739.97	0.00	4,140,956.43	79.49%
Career Technical Education	5300	310,140.13	365,953.13	751.07	149.44	32,057.21	0.00	70,665.55	162,456.02	19,714.00	285,793.29	78.10%
Adult General	5400	127,042.83	152,942.83	46,604.14	24,397.72	174.00	0.00	1,220.19	26,891.51	30,069.91	129,357.47	84.58%
Other Instruction	5900	489,085.73	468,465.73	166,412.30	34,008.62	0.00	0.00	51,208.05	39,000.00	0.00	290,628.97	62.04%
Student Support Services	6100	1,528,290.04	1,550,566.69	896,595.98	314,464.26	36,397.55	0.00	47,165.69	199.00	1,561.22	1,296,383.7	83.61%
Instructional Media	6200	9,667.79	3,492.70	0.00	0.00	0.00	0.00	0.00	1,492.70	0.00	1,492.7	42.74%
Inst. & Curric Dev Services	6300	1,976,897.90	1,952,464.21	1,384,431.37	419,097.67	27,024.55	0.00	3,398.18	5,786.21	6,162.50	1,845,900.48	94.54%
Inst Staff Training Services	6400	2,267,487.12	2,841,724.66	998,948.90	279,391.88	289,049.22	0.00	26,993.36	19,390.22	47,205.77	1,660,979.35	58.45%
Instruction Related Technology	6500	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00%
General Administration	7200	609,170.74	619,993.96	0.00	0.00	0.00	0.00	0.00	0.00	377,830.80	377,830.8	60.94%
School Administration	7300	94,562.00	149,582.00	63,925.18	13,625.22	0.00	0.00	0.00	0.00	0.00	77,550.4	51.84%
Facilities Acquisition and Construction	7400	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00%
Food Services	7600	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00%
Central Services	7700	17,147.52	17,747.52	2,982.00	228.91	436.70	0.00	0.00	0.00	0.00	3,657.61	20.61%
Pupil Transportation Services	7800	419,021.31	130,877.29	16,955.39	3,197.24	26,810.73	15,412.65	0.00	0.00	0.00	62,376.01	47.86%
Operation Of Plant	7900	0.00	379.51	0.00	0.00	0.00	0.00	240.75	0.00	0.00	240.75	63.44%
Maintenance Of Plant	8100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	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	0.00%
Community Services	8100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00%
Total Expense		17,026,203.89	17,888,831.58	8,434,222.18	2,754,338.84	843,703.66	15,412.65	456,075.85	856,758.40	484,760.20	13,845,271.78	77.40%

CLAY COUNTY SCHOOL BOARD
CARES ACT AND ARP FUNDS - 44X
STATEMENT OF REVENUE
07/01/2021 thru 05/31/2022

		Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
Fed thr Loc St	CARES ACT ESSER	3271	10,658,925.60	53,718,498.60	21,108,449.05	39.29%
Federal thru Local & State - Total			10,658,925.60	53,718,498.60	21,108,449.05	
Local Sources	Interest Incl Profit On Invest	3430	0.00	0.00	0.00	0.00%
Local Sources - Total			0.00	0.00	0.00	
Revenue			10,658,925.60	53,718,498.60	21,108,449.05	39.29%
Grand Total			10,658,925.60	53,718,498.60	21,108,449.05	39.29%

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**CLAY COUNTY SCHOOL BOARD
CARES ACT AND ARP FUNDS - 44X
STATEMENT OF EXPENDITURES AND TRANSFERS
07/01/2021 thru 05/31/2022**

Expense	Acc#	Original Budget	Amended Budget	Salaries	Emp Benefits	Purch Services	Eng Services	Mat Supplies	Cap Outlay	Other Transfers	Totals	% Of Budget
Basic FEFP K-12	5100	4,950,728.47	33,275,487.36	4,202,772.24	479,621.74	1,913,856.52	0.00	2,476,330.85	694,095.66	0.00	9,766,677.01	29.35%
Exceptional Education	5200	51,368.73	1,657,958.64	1,572,388.14	125,535.71	0.00	0.00	0.00	0.00	0.00	1,697,923.85	102.41%
Career Technical Education	5300	12,864.40	264,719.15	209,431.54	17,169.80	0.00	0.00	8,345.44	999.67	0.00	235,946.45	83.13%
Adult General	5400	0.00	0.00	6,000.00	459.00	0.00	0.00	0.00	0.00	0.00	6,459	0.00%
Pre K	5500	0.00	0.00	9,711.00	742.91	0.00	0.00	0.00	0.00	0.00	10,453.91	0.00%
Other Instruction	5900	35,000.00	35,000.00	0.00	0.00	17,500.00	0.00	0.00	0.00	0.00	17,500	50.00%
Student Support Services	6100	232,940.49	1,644,133.85	576,782.28	44,865.45	0.00	0.00	7,310.31	114,771.00	0.00	743,729.04	45.24%
Instructional Media Services	6200	24,923.08	225,543.79	161,137.00	12,326.95	0.00	0.00	0.00	10,479.69	0.00	183,943.64	81.56%
Inst. & Curric Dev Services	6300	0.00	1,875.00	155,139.27	11,868.18	0.00	0.00	0.00	0.00	0.00	167,007.45	8,907.06%
Inst Staff Training Services	6400	1,151,208.47	2,522,563.65	164,480.27	19,302.32	1,151,771.35	0.00	23,534.00	17,401.36	0.00	1,376,489.3	54.57%
Instruction Related Technology	6500	654,342.33	654,342.33	82,000.00	6,273.00	0.00	0.00	0.00	654,342.33	0.00	742,615.33	113.49%
Board	7100	0.00	0.00	4,000.00	306.00	0.00	0.00	0.00	0.00	0.00	4,306	0.00%
General Administration	7200	314,325.09	2,290,868.98	4,000.00	306.00	0.00	0.00	0.00	0.00	656,175.45	660,481.45	28.83%
School Administration	7300	0.00	0.00	418,500.00	31,997.04	0.00	0.00	0.00	0.00	0.00	450,497.04	0.00%
Facilities Aquisition & Const	7400	764,726.60	8,007,147.85	14,000.00	1,071.00	0.00	0.00	0.00	764,726.60	0.00	779,797.6	9.74%
Fiscal Services	7500	0.00	0.00	34,000.00	2,601.00	0.00	0.00	0.00	0.00	0.00	36,601	0.00%
Food Services	7600	0.00	0.00	454,750.00	34,788.43	0.00	0.00	0.00	0.00	0.00	489,538.43	0.00%
Other Central Services	7700	2,275,000.00	2,334,257.04	80,367.00	6,129.84	0.00	0.00	2,106,000.00	50,000.00	0.00	2,242,496.84	96.07%
Pupil Transportation Services	7800	49,790.25	448,426.95	426,708.58	37,791.53	0.00	661.50	0.00	0.00	0.00	465,161.61	103.73%
Operation Of Plant	7900	141,707.71	356,174.01	535,500.00	40,965.76	12,615.98	0.00	224,436.84	10,079.27	0.00	823,597.85	231.23%
Maintenance Of Plant	8100	0.00	0.00	144,000.00	11,016.00	0.00	0.00	0.00	0.00	0.00	155,016	0.00%
Administrative Technology Svcs	8200	0.00	0.00	30,000.00	2,295.00	0.00	0.00	0.00	0.00	0.00	32,295	0.00%
Community Services	9100	0.00	0.00	18,500.00	1,415.25	0.00	0.00	0.00	0.00	0.00	19,915.25	0.00%
Total Expense		10,658,925.60	53,718,498.60	9,304,167.32	888,847.91	3,095,743.85	661.50	4,845,957.44	2,316,895.58	656,175.45	21,108,449.05	39.29%

CLAY COUNTY SCHOOL BOARD
SELF INSURANCE FUND
STATEMENT OF REVENUE, EXPENDITURES, AND TRANSFERS
07/01/2021 Thur 05/31/2022

REVENUE AND TRANSFERS

Local Sources

	Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
Interest Incl Profit On Invest	3430	10,000.00	10,000.00	9,602.10	96.02%
Charges For Services	3481	2,029,153.00	2,029,153.00	2,745,259.50	135.29%
Total Local Sources		2,039,153.00	2,039,153.00	2,754,861.60	
Total REVENUE AND TRANSFERS		2,039,153.00	2,039,153.00	2,754,861.60	135.10%
Fund Balance July 1, 2021		6,687,460.12	6,687,460.12	6,687,460.12	
GRAND TOTAL		8,726,613.12	8,726,613.12	9,442,321.72	108.20%

EXPENDITURES

Gen Sup Srvc

	Acct #	Original Budget	Amended Budget	Expenditures	% OF EXP
Workmans Comp	240	2,000,000.00	2,000,000.00	730,564.54	36.53%
Pro & Tech Serv	310	186,270.00	186,270.00	157,847.30	84.74%
Ins & Bond Prem	320	1,286,160.00	1,286,160.00	1,335,088.68	103.80%
Total Gen Sup Srvc		3,472,430.00	3,472,430.00	2,223,500.52	
Total EXPENDITURES		3,472,430.00	3,472,430.00	2,223,500.52	

FUND BALANCE

Fund Balance

	Acct #	Original Budget	Amended Budget		
Fund Balance June 30, 2022	2750	5,254,183.12	5,254,183.12	7,218,821.20	
GRAND TOTAL		8,726,613.12	8,726,613.12	9,442,321.72	108.20%

FURNITURE/EQUIPMENT

MAY, 2022

	LOCATION	BEG BALANCE	NEW PURCHASE	VALUE ADD	OTHER	REINSTATED	TRANSFER IN	TRANSFER OUT	DELETIONS	ENDING BALANCE
0020	FL YOUTH CHALLENGE ACADEMY	6,217.40								6,217.40
0021	GREEN COVE SPRINGS JUNIOR HIGH	316,411.69	3,145.65						2,913.00	316,644.34
0071	CHARLES E BENNETT ELEMENTARY	162,323.70								162,323.70
0111	BANNERMAN LEARNING CENTER	163,078.92							1,070.64	162,008.28
0113	AMI KIDS	7,461.21								7,461.21
0201	ORANGE PARK ELEMENTARY	133,148.21								133,148.21
0232	GROVE PARK ELEMENTARY	213,726.29								213,726.29
0241	W E CHERRY ELEMENTARY	184,904.44								184,904.44
0252	ORANGE PARK HIGH	1,218,127.66	2,607.07						5,065.65	1,225,740.38
0261	DOCTORS INLET ELEMENTARY	204,259.26							1,379.40	202,879.86
0271	MIDDLEBURG ELEMENTARY	203,839.32								203,839.32
0301	KEYSTONE HEIGHTS ELEMENTARY	309,006.44	1,085.09						8,071.47	302,020.06
0311	KEYSTONE HEIGHTS JR/SR HIGH	786,811.70							12,255.75	774,555.95
0331	S BRYAN JENNINGS ELEMENTARY	174,118.94							2,635.00	171,483.94
0341	CLAY HIGH SCHOOL	967,924.17	9,850.11						6,160.74	971,613.54
0351	LAKESIDE JUNIOR HIGH	387,663.66	2,135.94						2,701.82	387,097.78
0352	LAKESIDE ELEMENTARY	192,680.36	10,678.92							203,359.28
0361	ORANGE PARK JUNIOR HIGH	329,403.36							1,219.97	328,183.39
0371	WILKINSON JUNIOR HIGH	470,215.51							2,825.00	467,390.51
0381	MONTCLAIR ELEMENTARY	145,488.99								145,488.99
0391	MIDDLEBURG HIGH SCHOOL	1,279,526.38					7,683.04		2,695.00	1,284,514.42
0401	RIDGEVIEW ELEMENTARY	295,092.98							3,787.25	291,305.73
0411	CLAY HILL ELEMENTARY	264,032.37							1,818.00	262,214.37
0431	RIDGEVIEW HIGH SCHOOL	1,089,868.77	22,639.23						6,551.21	1,105,956.79
0451	LAKE ASBURY ELEMENTARY	189,423.01								189,423.01
0471	ROBERT M PATERSON ELEMENTARY	213,008.41					1,746.00			214,754.41
0481	LAKE ASBURY JUNIOR HIGH	646,951.38							4,046.00	642,905.38
0491	WILKINSON ELEMENTARY	365,990.35								365,990.35
0501	TYNES ELEMENTARY	227,440.02	11,793.25				9,159.15			248,392.42
0511	MCRAE ELEMENTARY	201,052.03	6,823.64							207,875.67
0521	FLEMING ISLAND ELEMENTARY	210,468.12							2,248.21	208,219.91
0531	THUNDERBOLT ELEMENTARY	241,084.08							2,800.00	238,284.08
0541	RIDEOUT ELEMENTARY	161,754.50								161,754.50
0551	FLEMING ISLAND HIGH SCHOOL	1,198,486.34	15,471.90							1,213,958.24
0571	SWIMMING PEN CREEK ELEMENTARY	155,581.69	4,974.14							160,555.83
0591	ARGYLE ELEMENTARY SCHOOL	162,674.64	2,532.74							165,207.38
0601	COPPERGATE ELEMENTARY	211,618.93								211,618.93
0611	OAKLEAF JUNIOR HIGH	506,401.39					1,355.75		8,302.50	499,454.64

Clay County Public Schools
Vehicles

Location Number
9010 TRANSPORTATION

Begin Balance	New Purchase	Other	Monthly Deletions	Ending Balance
31,555,498.92	0.00	0.00	0.00	31,555,498.92
31,555,498.92	0.00	0.00	0.00	31,555,498.92

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ACCOUNTS PAYABLE

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	9,958.90	0.00	0.00	0.00	9,958.90
0311 KEYSTONE HEIGHTS JR/SR HIGH	1,792.00	0.00	0.00	0.00	1,792.00
0341 CLAY HIGH SCHOOL	13,749.75	0.00	0.00	0.00	13,749.75
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	1,231.99	0.00	0.00	0.00	1,231.99
0661 OAKLEAF HIGH SCHOOL	6,221.21	0.00	0.00	1,173.00	5,048.21
	62,951.21	0.00	0.00	1,173.00	61,778.21

Clay County Public Schools Software

Location Number	Begin Balance	New Purchase	Other	Monthly Deletions	Ending Balance
0341 CLAY HIGH SCHOOL	5,599.00	0.00	0.00	0.00	5,599.00
0541 RIDEOUT ELEMENTARY	7,605.95	0.00	0.00	0.00	7,605.95
0611 OAKLEAF JUNIOR HIGH	37,921.00	0.00	0.00	0.00	37,921.00
9008 ADULT COMMUNITY EDUCATION	1,295.00	0.00	0.00	0.00	1,295.00
9010 TRANSPORTATION	38,383.84	0.00	0.00	0.00	38,383.84
9020 OPERATIONS	4,495.38	0.00	0.00	0.00	4,495.38
9021 MAINTENANCE DEPARTMENT	13,800.00	0.00	0.00	0.00	13,800.00
9022 SAFETY AND SECURITY	80,245.40	0.00	0.00	0.00	80,245.40
9040 INFORMATION AND TECH SERVICES	4,086,373.16	0.00	0.00	0.00	4,086,373.16
9050 BUSINESS AFFAIRS DIVISION	11,240.83	0.00	0.00	0.00	11,240.83
9110 FOOD & NUTRITION SERVICES	39,100.00	0.00	0.00	0.00	39,100.00
	4,326,059.56	0.00	0.00	0.00	4,326,059.56

\$50,000 - \$100,000 Contracts "Signed" by Superintendent for BAD monthly BOARD Financial Report

CONTRACT #	SUBMITTED BY	DEPT	COST	PO #	VENDOR
<u>210117</u>	B Montoro	9006	\$51,242.50	P2110205	Voyager Sopris Learning (LETRS)
<u>210123</u>	R Widdowson	9106	\$54,000.00	P2202974	Pear Deck
<u>210135</u>	K Lawrence	9004	Amendment for 9,000 +60,000 on 200146 = +30,000 on 210091 = Total \$99,000	P2101306	Family Services and Resources Center - Amendment 2
<u>210140</u>	B Ellis	9023	\$50,000.00	P2104418	North Florida Building Code Services - Amendment 1 Renew 210040
<u>210141</u>	K Lawrence	9005	\$50,000.00	P2202136	Family Services & Resource Center
<u>210144</u>	K Lawrence	9004	\$50,000.00	P2202135	First Coast Behavior Solutions
<u>210145</u>	B Montoro	9015	\$61,588.00	P2201445	Voyager Sopsis Learning Inc. (LETRS)
<u>220010</u>	L Fogarty	9004	\$60,000.00	P2202137	Flagler Health

\$50,000 - \$100,000 Contracts "Signed" by Superintendent for BAD monthly BOARD Financial Report

CONTRACT #	SUBMITTED BY	DEPT	COST	PO #	VENDOR
<u>210129</u>	B Ellis	9023	\$53,305.92	P2202486	Dude Solutions - Capital Predictor Software {School Dude}
<u>220025</u>	M Sanders	9005	\$52,000.00	P2203541	First Coast Mobile Audiology
<u>220038</u>	M Sanders	9005	\$90,000.00	P2204339	Family Services & Resource Center
<u>220040</u>	E Caren	9040	\$93,818.76	P2204965	KnowBe4

\$50,000 - \$100,000 Contracts "Signed" by Superintendent for BAD monthly BOARD Financial Report

<u>220065</u>	K Lawrence	9252	Receiving \$1,039,784.	No PO This is SEDNET Income	Lutheran Services Florida (LSF Health Systems) - Amendment 104
<u>220086</u>	E Caren	9040	\$99,300.00	P2206875	Onix Networking / Bettercloud

June 30, 2022 - Regular School Board Meeting

Title

C24 - Budget Amendment Report for May 31, 2022

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 May 2022 as presented.

Contact

Dr. Susan M. Legutko, Assistant Superintendent for Business Affairs

Financial Impact

See attached statements for a complete analysis of the financial impact.

Review Comments

Attachments

 [Budget Amendment May 2022.pdf](#)



CLAY COUNTY DISTRICT SCHOOLS

900 WALNUT STREET, GREEN COVE SPRINGS, FL 32043

P (904) 336-6500 F (904) 336-6536 W oneclay.net

SUPERINTENDENT OF SCHOOLS

David S. Broskie

BOARD MEMBERS:

Janice Kerekes, District 1

Mary Bolla, District 2

Beth Clark, District 3

Tina Bullock, District 4

Ashley Gilhousen, District 5

CLAY COUNTY SCHOOLS RESOLUTION TO AMEND DISTRICT BUDGET FISCAL YEAR 2021-2022 FOR MONTH ENDING May 31, 2022

Florida State Board of Education Administrative Rule 6A-1.006 requires that the School Board approve amendments to the district school budget whenever the function and object amounts in the accounts prescribed by the State Board form are changed from the original budget approved by the School Board. The Budget Amendments are procedurally necessary to update our budget to reflect changes outlined in the attached statements.

FUND	DESCRIPTION
GENERAL FUND (100)	THE GENERAL FUND IS THE LARGEST FUND WITHIN THE ACCOUNTING STRUCTURE OF THE SCHOOL DISTRICT. IT IS USED TO REPORT THE DISTRICT'S DAILY, MONTHLY AND ANNUAL FINANCIAL OPERATIONS OF THE SCHOOLS AND DISTRICT OFFICE.
GENERAL FUND VOTED MILLAGE (105)	THE VOTED MILLAGE FUND ARE FUNDS APPROVED BY THE CLAY COUNTY VOTERS TO SUPPORT SAFETY AND SECURITY AND OTHER OPERATIONAL EXPENDITURES.
DEBT SERVICE (2XX)	DEBT SERVICE FUNDS ARE USED TO ACCOUNT FOR AND REPORT FINANCIAL RESOURCES THAT ARE RESTRICTED, COMMITTED, OR ASSIGNED TO EXPENDITURES FOR THE DISTRICT'S PRINCIPAL AND INTEREST PAYMENTS FOR ITS OUTSTANDING DEBT.
CAPITAL PROJECTS FUND(3XX)	CAPITAL PROJECT FUNDS ARE USED TO ACCOUNT FOR AND REPORT FINANCIAL RESOURCES THAT ARE RESTRICTED, COMMITTED, OR ASSIGNED TO EXPENDITURES FOR MAJOR CAPITAL OUTLAYS, INCLUDING THE ACQUISITION OR CONSTRUCTION OF CAPITAL FACILITIES AND THEIR CAPITAL ASSETS.
SPECIAL REVENUE FOOD SERVICE (410)	SPECIAL REVENUE FUNDS, FOOD SERVICES ARE USED TO ACCOUNT FOR AND REPORT THE PROCEEDS OF SPECIFIC REVENUE SOURCES THAT ARE RESTRICTED OR COMMITTED TO EXPENDITURES FOR THE FOOD SERVICES OPERATIONS.
SPECIAL REVENUE OTHER (420,44X)	SPECIAL REVENUE FUNDS, OTHER ARE USED TO ACCOUNT FOR AND REPORT THE PROCEEDS OF SPECIFIC FEDERAL REVENUE SUCH AS TITLE I, TITLE II, TITLE III, CARES ACT FUNDING THAT ARE RESTRICTED OR COMMITTED TO EXPENDITURES FOR THE SPECIFIC PROGRAM.



CLAY COUNTY DISTRICT SCHOOL

RESOLUTION TO AMEND DISTRICT BUDGET

FISCAL YEAR 2021-2022

GENERAL FUND

FUND 100

DISCOVERING ENDLESS POSSIBILITIES

Clay County District Schools is an Equal Opportunity Employer.

SCHOOL BOARD OF CLAY COUNTY
RESOLUTION TO AMEND DISTRICT BUDGET
FISCAL YEAR 2021-2022
GENERAL FUND REVENUE
FUND 100
Month Ending May 31, 2022

Function	Description	Adopted	Beginning Budget	Budget Adj	Working Budget
3120	Federal Impact Funds	\$550,000	\$550,000	\$0	\$550,000
3190	Other Federal Direct	\$374,578	\$374,578	\$0	\$374,578
3202	Medicaid	\$2,100,000	\$2,100,000	\$0	\$2,100,000
3273	ED Stabilization-VPK	\$10,500	\$193,386	\$0	\$193,386
3280	Federal Through Local Revenue	\$587,181	\$647,365	\$0	\$647,365
3310	Florida Educ Finance Program	\$199,788,388	\$196,522,234	\$0	\$196,522,234
3315	Workforce Development	\$495,645	\$495,645	\$0	\$495,645
3317	Workforce Performance Incentiv	\$0	\$6,000	\$0	\$6,000
3320	State Auto License CO and DS	\$22,000	\$22,000	\$0	\$22,000
3340	Other State Revenues	\$36,000	\$36,000	\$0	\$36,000
3350	Other Categorical	\$36,805,202	\$37,327,978	\$0	\$37,327,978
3370	VPK	\$505,000	\$505,000	\$0	\$505,000
3390	Miscellaneous State Revenues	\$824,057	\$1,220,570	\$0	\$1,220,570
3410	Taxes	\$59,019,012	\$59,019,012	\$0	\$59,019,012
3421	Tax Redemptions	\$1,000,000	\$1,000,000	\$0	\$1,000,000
3425	Rent	\$400,000	\$400,000	\$0	\$400,000
3430	Interest Incl Profit On Inves	\$130,000	\$130,000	\$0	\$130,000
3440	Gifts Grants & Bequests	\$199,650	\$271,815	\$3,420	\$275,235
3460	Student Fees	\$95,000	\$123,007	\$4,631	\$127,638
3470	Other Fees	\$590,000	\$391,895	\$0	\$391,895
3490	Misc Local Resources	\$2,580,136	\$3,581,496	\$4,902	\$3,586,398
3630	Transfer From Capital Projects	\$4,875,000	\$4,875,000	\$0	\$4,875,000
3733	Sale of Capital Asset	\$120,000	\$120,000	\$0	\$120,000
3740	Insurance Loss Recoveries	\$8,000	\$11,028	\$0	\$11,028
Revenue - Totals		\$311,115,349	\$309,924,009	\$12,953	\$309,936,962

SCHOOL BOARD OF CLAY COUNTY
 RESOLUTION TO AMEND DISTRICT BUDGET
 FISCAL YEAR -2021-2022
 GENERAL FUND EXPENSES
 FUND 100
 Month Ending May 31, 2022

5000 Instruction

Function	Description	Adopted	Beginning Budget	Budget Adj	Working Budget
100	Salaries	\$138,144,374	\$127,909,555	(\$4,861)	\$127,904,694
200	Employee Benefits	\$42,682,243	\$42,754,161	(\$135)	\$42,754,026
300	Purchased Services	\$23,108,987	\$23,694,624	\$27,083	\$23,721,707
400	Energy Services	\$8,544	\$12,462		\$12,462
500	Material and Supplies	\$10,795,264	\$11,805,281	\$11,129	\$11,816,411
600	Capital Outlay	\$995,089	\$1,710,497	(\$41,333)	\$1,669,164
700	Other	\$958,178	\$3,443,121	\$12,358	\$3,455,479
Total Expenses Function 5000		\$216,692,679	\$211,329,701	\$4,241	\$211,333,944
Function	Description	Adopted	Beginning Budget	Budget Adj	Working Budget
6100 Pupil Personnel Services					
100	Salaries	\$11,708,998	\$12,019,344	\$970	\$12,020,314
200	Employee Benefits	\$3,761,121	\$3,837,289	(\$1,353)	\$3,835,936
300	Purchased Services	\$1,961,107	\$1,642,222	\$0	\$1,642,222
400	Energy Services	\$2,000	\$2,000	\$0	\$2,000
500	Material and Supplies	\$185,742	\$258,521	(\$7,829)	\$250,691
600	Capital Outlay	\$105,653	\$136,508	\$1,692	\$138,200
700	Other	\$4,234	\$8,586	\$0	\$8,586
6140 Psychological Services					
300	Purchased Services	\$0	\$1,545	\$0	\$1,545
6150 Parent Involvement					
100	Salaries	\$38,302	\$38,302	\$0	\$38,302
200	Employee Benefits	\$11,134	\$28,030	\$0	\$28,030
300	Purchased Services	\$1,500	\$2,001	\$0	\$2,001
500	Material and Supplies	\$4,000	\$7,285	\$0	\$7,285
600	Capital Outlay	\$0	\$312	\$0	\$312
700	Other	\$0	\$18,568	\$0	\$18,568
6190 Guidance Administration					
100	Salaries	\$110,800	\$110,800	\$0	\$110,800
200	Employee Benefits	\$34,488	\$34,488	\$0	\$34,488
6200 Instructional Media					
100	Salaries	\$3,133,054	\$3,137,382	\$0	\$3,137,382
200	Employee Benefits	\$1,095,089	\$1,096,010	\$0	\$1,096,010
300	Purchased Services	\$255,919	\$223,250	(\$309)	\$222,941
500	Material and Supplies	\$72,246	\$59,771	(\$590)	\$59,180
600	Capital Outlay	\$342,353	\$386,389	(\$3,878)	\$382,511
700	Other	\$1,925	\$2,425	\$0	\$2,425
6300 Inst & Curric Dev Services					
100	Salaries	\$2,998,108	\$3,041,694	(\$687)	\$3,041,007
200	Employee Benefits	\$968,042	\$977,691	\$223	\$977,914
300	Purchased Services	\$265,544	\$258,904	\$4,015	\$262,919
400	Energy Services	\$500	\$500	\$0	\$500
500	Material and Supplies	\$64,632	\$66,814	(\$62)	\$66,752
600	Capital Outlay	\$71,653	\$152,204	(\$15,000)	\$137,204
700	Other	\$23,366	\$22,866	\$0	\$22,866

SCHOOL BOARD OF CLAY COUNTY
 RESOLUTION TO AMEND DISTRICT BUDGET
 FISCAL YEAR -2021-2022
 GENERAL FUND EXPENSES
 FUND 100
 Month Ending May 31, 2022

6400	Inst	Staff Training Services					
		100	Salaries	\$1,465,111	\$1,516,975	\$0	\$1,516,975
		200	Employee Benefits	\$446,837	\$456,056	\$0	\$456,056
		300	Purchased Services	\$644,729	\$739,345	\$25,614	\$764,959
		500	Material and Supplies	\$71,866	\$96,573	\$4,500	\$101,073
		600	Capital Outlay	\$3,962	\$21,716	\$0	\$21,716
		700	Other	\$79,816	\$79,977	\$500	\$80,477
6500		Instruction Related Technology					
		100	Salaries	\$2,202,957	\$2,241,935	\$0	\$2,241,935
		200	Employee Benefits	\$715,123	\$727,701	\$0	\$727,701
		300	Purchased Services	\$1,757,056	\$1,548,234	(\$25,000)	\$1,523,234
		500	Material and Supplies	\$68,708	\$80,052	\$0	\$80,052
		600	Capital Outlay	\$328,484	\$438,557	\$0	\$438,557
7100		Board					
		100	Salaries	\$383,538	\$383,538	\$0	\$383,538
		200	Employee Benefits	\$149,260	\$149,260	\$0	\$149,260
		300	Purchased Services	\$263,303	\$317,503	\$0	\$317,503
		500	Material and Supplies	\$4,050	\$3,750	\$0	\$3,750
		600	Capital Outlay	\$9,500	\$4,500	\$0	\$4,500
		700	Other	\$26,000	\$26,100	\$0	\$26,100
7200		General Administration					
		100	Salaries	\$273,448	\$273,448	\$0	\$273,448
		200	Employee Benefits	\$119,419	\$119,419	\$0	\$119,419
		300	Purchased Services	\$27,436	\$26,442	\$0	\$26,442
		400	Energy Services	\$1,000	\$1,000	\$0	\$1,000
		500	Material and Supplies	\$6,200	\$6,194	\$0	\$6,194
		600	Capital Outlay	\$2,750	\$2,750	\$0	\$2,750
		700	Other	\$17,000	\$17,000	\$0	\$17,000
7300		School Administration					
		100	Salaries	\$12,558,754	\$12,583,585	\$981	\$12,584,565
		200	Employee Benefits	\$4,030,438	\$4,030,364	\$135	\$4,030,499
		300	Purchased Services	\$75,016	\$71,288	(\$2,025)	\$69,264
		500	Material and Supplies	\$82,812	\$64,003	(\$2,821)	\$61,184
		600	Capital Outlay	\$62,831	\$152,536	\$392	\$152,928
		700	Other	\$22,631	\$23,961	(\$2,016)	\$21,945
7400		Facilities Aquisition & Const					
		100	Salaries	\$506,206	\$506,206	\$0	\$506,206
		200	Employee Benefits	\$150,200	\$151,183	\$0	\$151,183
		300	Purchased Services	\$702,081	\$704,076	(\$375)	\$703,701
		400	Energy Services	\$4,100	\$4,000	\$0	\$4,000
		500	Material and Supplies	\$21,801	\$22,521	\$2,000	\$24,521
		600	Capital Outlay	\$1,948,826	\$2,134,444	(\$1,625)	\$2,132,819
		700	Other	\$2,800	\$7,740	\$0	\$7,740
7500		Fiscal Services					
		100	Salaries	\$1,004,466	\$1,004,466	\$0	\$1,004,466
		200	Employee Benefits	\$275,175	\$275,175	\$0	\$275,175
		300	Purchased Services	\$488,095	\$430,829	(\$1,836)	\$428,993
		500	Material and Supplies	\$17,000	\$15,298	(\$387)	\$14,910
		600	Capital Outlay	\$11,704	\$17,453	\$387	\$17,841

SCHOOL BOARD OF CLAY COUNTY
RESOLUTION TO AMEND DISTRICT BUDGET
FISCAL YEAR -2021-2022
GENERAL FUND EXPENSES
FUND 100
Month Ending May 31, 2022

	700	Other	\$850	\$575	\$0	\$575
7600	Food Services					
	100	Salaries	\$72,498	\$72,498	\$0	\$72,498
	200	Employee Benefits	\$23,842	\$23,842	\$0	\$23,842
	600	Capital Outlay	\$0	\$0	\$0	\$0
	700	Other	\$0	\$0	\$0	\$0
7700	Central Services					
	100	Salaries	\$2,264,370	\$2,316,601	\$0	\$2,316,601
	200	Employee Benefits	\$778,739	\$792,557	\$0	\$792,557
	300	Purchased Services	\$717,979	\$719,652	(\$5,578)	\$714,074
	400	Energy Services	\$7,500	\$7,610	\$0	\$7,610
	500	Material and Supplies	\$73,647	\$94,209	\$8,036	\$102,245
	600	Capital Outlay	\$291,579	\$295,173	\$0	\$295,173
	700	Other	\$67,600	\$71,734	\$258	\$71,992
7800	Pupil Transportation Services					
	100	Salaries	\$7,020,931	\$6,989,558	(\$9,200)	\$6,980,358
	200	Employee Benefits	\$2,615,148	\$2,615,312	(\$4,300)	\$2,611,012
	300	Purchased Services	\$487,393	\$655,287	\$70,403	\$725,690
	400	Energy Services	\$1,050,838	\$1,203,304	\$123,746	\$1,327,050
	500	Material and Supplies	\$1,270,345	\$920,442	(\$124,192)	\$796,251
	600	Capital Outlay	\$194,500	\$240,443	\$20,171	\$260,615
	700	Other	\$185,051	\$153,034	(\$73,662)	\$79,372
7900	Operation Of Plant					
	100	Salaries	\$6,059,900	\$6,083,985	\$262	\$6,084,246
	200	Employee Benefits	\$2,697,896	\$2,706,257	\$158	\$2,706,415
	300	Purchased Services	\$7,194,691	\$7,201,467	\$23,133	\$7,224,600
	400	Energy Services	\$7,352,338	\$7,346,102	\$1,089	\$7,347,191
	500	Material and Supplies	\$611,837	\$660,078	\$10,470	\$670,548
	600	Capital Outlay	\$186,164	\$248,073	(\$13,547)	\$234,526
	700	Other	\$500	\$760	\$22	\$782
8100	Maintenance Of Plant					
	100	Salaries	\$3,155,857	\$3,155,857	\$0	\$3,155,857
	200	Employee Benefits	\$1,294,967	\$1,294,967	\$0	\$1,294,967
	300	Purchased Services	\$1,100,665	\$1,097,665	(\$10,500)	\$1,087,165
	400	Energy Services	\$133,209	\$133,209	\$0	\$133,209
	500	Material and Supplies	\$968,724	\$951,624	\$13,929	\$965,553
	600	Capital Outlay	\$272,542	\$371,388	(\$3,429)	\$367,959
	700	Other	\$15,000	\$15,000	\$0	\$15,000
8200	Administrative Technology Svcs					
	100	Salaries	\$1,171,940	\$1,181,685	\$0	\$1,181,685
	200	Employee Benefits	\$371,441	\$374,586	\$0	\$374,586
	300	Purchased Services	\$128,194	\$138,347	\$0	\$138,347
	400	Energy Services	\$7,000	\$7,000	\$2,500	\$9,500
	500	Material and Supplies	\$8,400	\$8,350	\$0	\$8,350
	600	Capital Outlay	\$306,515	\$306,515	(\$2,500)	\$304,015
	700	Other	\$1,000	\$1,000	\$0	\$1,000
9100	Community Services					
	100	Salaries	\$310,013	\$322,747	\$0	\$322,747
	200	Employee Benefits	\$156,536	\$158,888	\$0	\$158,888

SCHOOL BOARD OF CLAY COUNTY
 RESOLUTION TO AMEND DISTRICT BUDGET
 FISCAL YEAR -2021-2022
 GENERAL FUND EXPENSES
 FUND 100

Month Ending May 31, 2022

300	Purchased Services	\$0	\$558	\$0	\$558
500	Material and Supplies	\$94,321	\$145,797	\$0	\$145,797
600	Capital Outlay	\$1,500	\$6,929	\$0	\$6,929
700	Other	\$31,050	\$31,120	\$0	\$31,120
9200	Debt Service				
700	Other	\$0	\$0	\$0	\$0
Total Expenses Function 6000 to 9900		\$109,009,008	\$110,170,640	\$2,885	\$110,173,525

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CLAY COUNTY DISTRICT SCHOOL

RESOLUTION TO AMEND DISTRICT BUDGET

FISCAL YEAR 2021-2022
GENERAL FUND – ONE MILL
FUND 105

DISCOVERING ENDLESS POSSIBILITIES

Clay County District Schools is an Equal Opportunity Employer.

SCHOOL BOARD OF CLAY COUNTY
RESOLUTION TO AMEND DISTRICT BUDGET
FISCAL YEAR 2021-2022
ONE MILL
FUND 105
Month Ending May 31, 2022

Function	Description	Adopted	Beginning Budget	Budget Adj	Working Budget
3400	Revenue from Local Sources				
000	Revenue	\$13,817,993	\$13,817,993	\$0	\$13,817,993
Total Revenue		\$13,817,993	\$13,817,993	\$0	\$13,817,993
7400	Facilities Aquisition & Const				
300	Purchased Services	\$0	\$0	\$0	\$0
500	Material and Supplies	\$0	\$0	\$0	\$0
600	Capital Outlay	\$5,197,232	\$5,197,232	\$0	\$5,197,232
7700	Central Services				
100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0
300	Purchased Services	\$3,000	\$3,000	\$0	\$3,000
7800	Pupil Transportation Services				
600	Capital Outlay	\$0	\$0	\$0	\$0
7900	Operation Of Plant				
100	Salaries	\$2,919,988	\$2,919,985	\$0	\$2,919,985
200	Employee Benefits	\$1,187,091	\$1,187,066	\$0	\$1,187,066
300	Purchased Services	\$749,106	\$749,107	\$0	\$749,107
400	Energy Services	\$62,000	\$62,000	\$0	\$62,000
500	Material and Supplies	\$88,915	\$88,914	\$0	\$88,914
600	Capital Outlay	\$325,306	\$325,306	\$0	\$325,306
700	Other	\$3,000	\$3,000	\$0	\$3,000
8100	Maintenance Of Plant				
100	Salaries	\$107,016	\$107,016	\$0	\$107,016
200	Employee Benefits	\$34,879	\$34,879	\$0	\$34,879
Total Expenses		\$10,677,533	\$10,677,504	\$0	\$10,677,504



CLAY COUNTY DISTRICT SCHOOL

RESOLUTION TO AMEND DISTRICT BUDGET

FISCAL YEAR 2021-2022

CAPITAL PROJECTS

FUND 3XX

DISCOVERING ENDLESS POSSIBILITIES

Clay County District Schools is an Equal Opportunity Employer.

SCHOOL BOARD OF CLAY COUNTY
 RESOLUTION TO AMEND DISTRICT BUDGET
 FISCAL YEAR 2021-2022
 CAPITAL PROJECTS
 FUND 3XX
 Month Ending May 31, 2022

Fund	Function	Description	Obj	Description	Adopted	Beginning Budget	Budget Adj	Working Budget
340	3430	Interest Incl Profit On Inves	000	Revenue	\$0	\$0	\$0	\$0
360	3320	State Auto License CO and DS	000	Revenue	\$1,300,000	\$1,300,000	\$0	\$1,300,000
	3430	Interest Incl Profit On Inves	000	Revenue	\$0	\$0	\$0	\$0
370	3410	Taxes	000	Revenue	\$20,292,325	\$21,590,614	\$0	\$21,590,614
	3421	Tax Redemptions	000	Revenue	\$0	\$0	\$0	\$0
	3430	Interest Incl Profit On Inves	000	Revenue	\$2,000	\$2,000	\$0	\$2,000
	3733	Sale of Capital Asset	000	Revenue	\$50,000	\$50,000	\$0	\$50,000
380	3430	Interest Incl Profit On Inves	000	Revenue	\$1,000	\$1,000	\$0	\$1,000
	3490	Misc Local Resources	000	Revenue	\$9,500,000	\$9,500,000	\$0	\$9,500,000
391	3430	Interest Incl Profit On Inves	000	Revenue	\$0	\$0	\$0	\$0
392	3430	Interest Incl Profit On Inves	000	Revenue	\$2,700	\$2,700	\$0	\$2,700
394	3390	Miscellaneous State Revenues	000	Revenue	\$0	\$0	\$0	\$0
	3397	Charter School Capital Outlay	000	Revenue	\$796,000	\$796,000	\$0	\$796,000
	3430	Interest Incl Profit On Inves	000	Revenue	\$375	\$375	\$0	\$375
395	3390	Miscellaneous State Revenues	000	Revenue	\$46,500	\$46,500	\$0	\$46,500
	3430	Interest Incl Profit On Inves	000	Revenue	\$0	\$0	\$0	\$0
398	3390	Miscellaneous State Revenues	000	Revenue	\$0	\$0	\$0	\$0
	3430	Interest Incl Profit On Inves	000	Revenue	\$0	\$0	\$0	\$0
399	3430	Interest Incl Profit On Inves	000	Revenue	\$0	\$0	\$0	\$0
Total Revenue					\$31,990,900	\$33,289,189	\$0	\$33,289,189
340	7400	Facilities Aquisition & Const	670	Improvements other than Bldg	\$0	\$0	\$0	\$0
			680	Remodeling and Renovations	\$0	\$0	\$0	\$0
360	7400	Facilities Aquisition & Const	630	Buildings and Fixed Equip	\$2,967,195	\$2,967,195	\$0	\$2,967,195
			640	Furniture Fixtures & Equipment	\$0	\$0	\$0	\$0
			680	Remodeling and Renovations	\$0	\$0	\$0	\$0
	9200	Debt Service	730	Dues and Fees	\$0	\$0	\$0	\$0
370	7400	Facilities Aquisition & Const	630	Buildings and Fixed Equip	\$12,562,900	\$18,306,410	\$0	\$18,306,410
			690	Computer Software	\$0	\$0	\$0	\$0
			640	Furniture Fixtures & Equipment	\$142,854	\$242,854	\$0	\$242,854
			670	Improvements other than Bldg	\$3,111,219	\$2,793,747	\$239,814	\$3,033,562
			660	Land	\$1,625,000	\$925,000	\$0	\$925,000
			650	Motor Vehicles	\$0	\$0	\$0	\$0
			680	Remodeling and Renovations	\$14,339,987	\$11,738,316	(\$239,814)	\$11,498,502
	7800	Pupil Transportation Services	650	Motor Vehicles	\$166,255	\$166,255	\$0	\$166,255
			680	Remodeling and Renovations	\$400,000	\$0	\$0	\$400,000
	7900	Operation Of Plant	680	Remodeling and Renovations	\$0	\$0	\$0	\$0
	9200	Debt Service	710	Redemption of Principal	\$112,320	\$112,320	\$0	\$112,320
	9700	Transfer Of Funds	920	Transfers to Debt Service Fund	\$1,976,467	\$1,976,467	\$0	\$1,976,467
			910	Transfers to General Fund	\$4,286,792	\$4,286,792	\$0	\$4,286,792
380	7400	Facilities Aquisition & Const	630	Buildings and Fixed Equip	\$17,500,766	\$18,478,407	\$0	\$18,478,407
			640	Furniture Fixtures & Equipment	\$66,545	\$88,904	\$0	\$88,904
			680	Remodeling and Renovations	\$0	\$9,389	\$0	\$9,389
	9700	Transfer Of Funds	920	Transfers to Debt Service Fund	\$4,828,585	\$4,828,585	\$0	\$4,828,585
392	7400	Facilities Aquisition & Const	620	Audiovisual Materials	\$0	\$0	\$0	\$0
			630	Buildings and Fixed Equip	\$0	\$0	\$0	\$0
			690	Computer Software	\$747,044	\$600,404	\$0	\$600,404
			640	Furniture Fixtures & Equipment	\$814,282	\$729,545	\$81,282	\$810,827
			650	Motor Vehicles	\$161,455	\$165,797	(\$81,282)	\$84,515
			390	Other Purchased Services	\$0	\$65,909	\$0	\$65,909
			680	Remodeling and Renovations	\$0	\$0	\$0	\$0
			360	Rentals	\$0	\$161,127	\$0	\$161,127
	9200	Debt Service	710	Redemption of Principal	\$0	\$0	\$0	\$0
393	7400	Facilities Aquisition & Const	680	Remodeling and Renovations	\$0	\$0	\$0	\$0
394	9700	Transfer Of Funds	910	Transfers to General Fund	\$588,208	\$588,208	\$0	\$588,208
395	7400	Facilities Aquisition & Const	670	Improvements other than Bldg	\$350,476	\$350,476	\$0	\$350,476
398	7400	Facilities Aquisition & Const	670	Improvements other than Bldg	\$0	\$0	\$0	\$0
			680	Remodeling and Renovations	\$243,182	\$243,182	\$0	\$243,182
399	7400	Facilities Aquisition & Const	670	Improvements other than Bldg	\$30,644	\$127,646	\$0	\$127,646

SCHOOL BOARD OF CLAY COUNTY
 RESOLUTION TO AMEND DISTRICT BUDGET
 FISCAL YEAR 2021-2022
 CAPITAL PROJECTS
 FUND 3XX
 Month Ending May 31, 2022

Fund	Function	Description	Obj	Description	Adopted	Beginning Budget	Budget Adj	Working Budget
			680	Remodeling and Renovations	\$389,487	\$292,485	\$0	\$292,485
Total Expenses					\$67,411,664	\$70,245,421	\$0	\$70,245,421

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SCHOOL BOARD OF CLAY COUNTY
 RESOLUTION TO AMEND DISTRICT BUDGET
 FISCAL YEAR 2021-2022
 CAPITAL PROJECTS
 FUND 396
 Month Ending May 31, 2022

Fund	Function	Description	Obj	Description	Adopted	Beginning Budget	Budget Adj	Working Budget
396	3410	Taxes	000	Revenue	\$14,000,000	\$14,000,000	\$0	\$14,000,000
	3430	Interest Incl Profit On Inves	000	Revenue	\$1,000	\$1,000	\$0	\$1,000
Total Revenue					\$14,001,000	\$14,001,000	\$0	\$14,001,000
396	7400	Facilities Aquisition & Const	630	Buildings and Fixed Equip	\$9,230,000	\$10,748,830	(\$27,637)	\$10,721,193
			670	Improvements other than Bldg	\$470,000	\$570,201	\$0	\$570,201
			790	Miscellaneous	\$0	\$918,098	\$0	\$918,098
			680	Remodeling and Renovations	\$9,800,000	\$7,621,969	\$27,637	\$7,649,606
Total Expenses					\$19,500,000	\$19,859,098	\$0	\$19,859,098

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CLAY COUNTY DISTRICT SCHOOL

RESOLUTION TO AMEND DISTRICT BUDGET

FISCAL YEAR 2021-2022

DEBT SERVICE

FUND 2XX

DISCOVERING ENDLESS POSSIBILITIES

Clay County District Schools is an Equal Opportunity Employer.

SCHOOL BOARD OF CLAY COUNTY
 RESOLUTION TO AMEND DISTRICT BUDGET
 FISCAL YEAR 2021-2022
 DEBT SERVICE
 FUND 2XX
 Month Ending May 31, 2022

Fund	Function	Description	Obj	Description	Adopted	Beginning Budget	Budget Adj	Working Budget
210	3320	State Auto License CO and DS	000	Revenue	\$58,826	\$58,826	\$0	\$58,826
222	3340	Other State Revenues	000	Revenue	\$223,250	\$223,250	\$0	\$223,250
	3430	Interest Incl Profit On Inves	000	Revenue	\$617	\$617	\$0	\$617
290	3430	Interest Incl Profit On Inves	000	Revenue	\$81	\$81	\$0	\$81
	3630	Transfer From Capital Projects	000	Revenue	\$365,908	\$365,908	\$0	\$365,908
292	3430	Interest Incl Profit On Inves	000	Revenue	\$157	\$157	\$0	\$157
	3630	Transfer From Capital Projects	000	Revenue	\$3,940,863	\$3,940,863	\$0	\$3,940,863
293	3430	Interest Incl Profit On Inves	000	Revenue	\$30	\$30	\$0	\$30
	3630	Transfer From Capital Projects	000	Revenue	\$881,602	\$881,602	\$0	\$881,602
299	3630	Transfer From Capital Projects	000	Revenue	\$1,616,679	\$1,616,679	\$0	\$1,616,679
Total Revenue					\$7,088,013	\$7,088,013	\$0	\$7,088,013
210	9200	Debt Service	710	Redemption of Principal	\$58,450	\$58,450	\$0	\$58,450
			730	Dues and Fees	\$1,100	\$1,100	\$0	\$1,100
222	9200	Debt Service	710	Redemption of Principal	\$215,999	\$215,999	\$0	\$215,999
			730	Dues and Fees	\$0	\$0	\$0	\$0
290	9200	Debt Service	710	Redemption of Principal	\$360,908	\$360,908	\$0	\$360,908
			730	Dues and Fees	\$7,726	\$7,726	\$0	\$7,726
292	9200	Debt Service	710	Redemption of Principal	\$3,935,863	\$3,935,863	\$0	\$3,935,863
			730	Dues and Fees	\$5,000	\$5,000	\$0	\$5,000
293	9200	Debt Service	710	Redemption of Principal	\$876,602	\$876,602	\$0	\$876,602
			730	Dues and Fees	\$5,000	\$5,000	\$0	\$5,000
298	9200	Debt Service	730	Dues and Fees	\$0	\$0	\$0	\$0
299	9200	Debt Service	710	Redemption of Principal	\$1,615,559	\$1,615,559	\$0	\$1,615,559
			730	Dues and Fees	\$0	\$0	\$0	\$0
Total Expenses					\$7,082,207	\$7,082,207	\$0	\$7,082,207



CLAY COUNTY DISTRICT SCHOOL

RESOLUTION TO AMEND DISTRICT BUDGET

FISCAL YEAR 2021-2022

SPECIAL REVENUE – FOOD SERVICE

FUND 410

DISCOVERING ENDLESS POSSIBILITIES

Clay County District Schools is an Equal Opportunity Employer.

SCHOOL BOARD OF CLAY COUNTY
RESOLUTION TO AMEND DISTRICT BUDGET
FISCAL YEAR 2021-2022
SPECIAL REVENUE FOOD SERVICE
FUND 410
Month Ending May 31, 2022

Func	Obj	Description	Adopted	Beginning Budget	Budget Adj	Working Budget
National School Lunch Act						
3260	000	Revenue	\$17,630,500	\$17,630,500	\$0	\$17,630,500
Categorical State Sources						
3330	000	Revenue	\$145,000	\$145,000	\$0	\$145,000
Interest Incl Profit On Inves						
3430	000	Revenue	\$2,000	\$2,000	\$0	\$2,000
Food Services						
3450	000	Revenue	\$1,226,800	\$1,226,800	\$0	\$1,226,800
Misc Local Resources						
3490	000	Revenue	\$5,000	\$5,000	\$0	\$5,000
Total Revenue			\$19,009,300	\$19,009,300	\$0	\$19,009,300
Basic FEFP K-12						
5100	100	Salaries	\$0	\$0	\$0	\$0
	200	Employee Benefits	\$0	\$0	\$0	\$0
Food Services						
7600	100	Salaries	\$6,300,396	\$6,300,396	\$0	\$6,300,396
	200	Employee Benefits	\$3,151,187	\$3,151,187	\$0	\$3,151,187
	300	Purchased Services	\$238,709	\$204,693	\$0	\$204,693
	400	Energy Services	\$166,200	\$166,200	\$0	\$166,200
	500	Material and Supplies	\$8,531,282	\$10,587,602	\$244,548	\$10,832,150
	600	Capital Outlay	\$2,350,509	\$2,178,205	\$5,452	\$2,183,657
	700	Other	\$266,000	\$266,000	\$0	\$266,000
Central Services						
7700	100	Salaries	\$0	\$0	\$0	\$0
	200	Employee Benefits	\$0	\$0	\$0	\$0
Operation Of Plant						
7900	100	Salaries	\$0	\$0	\$0	\$0
	200	Employee Benefits	\$0	\$0	\$0	\$0
Total Expenses			\$21,004,283	\$22,854,283	\$250,000	\$23,104,283



CLAY COUNTY DISTRICT SCHOOL

RESOLUTION TO AMEND DISTRICT BUDGET

FISCAL YEAR 2021-2022
SPECIAL REVENUE – OTHER
FUND 42X

DISCOVERING ENDLESS POSSIBILITIES

Clay County District Schools is an Equal Opportunity Employer.

SCHOOL BOARD OF CLAY COUNTY
RESOLUTION TO AMEND DISTRICT BUDGET
FISCAL YEAR 2021-2022
SPECIAL REVENUE OTHER
FUND 42X
Month Ending May 31, 2022

Func	Obj	Adopted	Beginning Budget	Budget Adj	Working Budget
3201	Vocational Ed				
3201	Revenue	\$375,459	\$425,287	\$0	\$425,287
3220	Workforce Investment Act				
3220	Revenue	\$313,870	\$313,870	\$0	\$313,870
3226	Eisenhower Math And Science				
3226	Revenue	\$1,200,229	\$1,434,176	\$0	\$1,434,176
3230	I.D.E.A.				
3230	Revenue	\$8,651,800	\$8,665,677	\$0	\$8,665,677
3240	Title I - Elem & Secondary Edu				
3240	Revenue	\$6,263,343	\$6,635,842	\$0	\$6,635,842
3290	Other Federal Thru State				
3290	Revenue	\$95,000	\$95,000	\$0	\$95,000
3190	Other Federal Direct				
3190	Revenue	\$126,504	\$292,836	\$0	\$292,836
3430	Interest Incl Profit On Inves				
3430	Revenue	\$0	\$0	\$0	\$0
Total Revenue		\$17,026,205	\$17,862,688	\$0	\$17,862,688
5000	Instruction				
100	Salaries	\$5,599,896	\$5,657,663	\$0	\$5,657,663
200	Employee Benefits	\$2,052,936	\$2,115,730	(\$88)	\$2,115,642
300	Purchased Services	\$983,942	\$926,231	(\$11,213)	\$915,018
400	Energy Services	\$0	\$0	\$0	\$0
500	Material and Supplies	\$731,867	\$893,187	\$5,322	\$898,510
600	Capital Outlay	\$676,208	\$956,875	\$16,541	\$973,415
700	Other	\$59,099	\$62,779	(\$1,006)	\$61,773
6100	Student Personnel Services				
100	Salaries	\$981,385	\$972,553	\$0	\$972,553
200	Employee Benefits	\$356,280	\$365,981	\$0	\$365,981
300	Purchased Services	\$4,800	\$11,212	\$0	\$11,212
500	Material and Supplies	\$0	\$65	\$0	\$65
600	Capital Outlay	\$0	\$0	\$0	\$0
700	Other	\$0	\$1,500	\$0	\$1,500
6110	Social Work				
200	Employee Benefits	\$18,803	\$18,421	\$0	\$18,421
300	Purchased Services	\$612	\$540	\$0	\$540
700	Other	\$0	\$0	\$0	\$0
6120	Guidance Services				
100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0
6130	Health Services				
100	Salaries	\$0	\$0	\$0	\$0

SCHOOL BOARD OF CLAY COUNTY
 RESOLUTION TO AMEND DISTRICT BUDGET
 FISCAL YEAR 2021-2022
 SPECIAL REVENUE OTHER
 FUND 42X
 Month Ending May 31, 2022

Func	Obj	Adopted	Beginning Budget	Budget Adj	Working Budget
200	Employee Benefits	\$0	\$0	\$0	\$0
300	Purchased Services	\$0	\$0	\$0	\$0
500	Material and Supplies	\$0	\$0	\$0	\$0
600	Capital Outlay	\$0	\$0	\$0	\$0
6150	Parent Involvement				
100	Salaries	\$17,000	\$17,000	\$0	\$17,000
200	Employee Benefits	\$4,746	\$4,746	\$0	\$4,746
300	Purchased Services	\$108,510	\$104,282	\$6	\$104,289
500	Material and Supplies	\$32,163	\$49,972	\$97	\$50,070
600	Capital Outlay	\$0	\$199	\$0	\$199
700	Other	\$4,000	\$4,000	\$0	\$4,000
6200	Instructional Media				
500	Material and Supplies	\$0	\$0	\$0	\$0
600	Capital Outlay	\$9,668	\$3,503	(\$11)	\$3,493
6300	Inst & Curric Dev Services				
100	Salaries	\$1,470,369	\$1,434,301	\$0	\$1,434,301
200	Employee Benefits	\$439,380	\$419,144	\$0	\$419,144
300	Purchased Services	\$43,930	\$50,782	\$0	\$50,782
500	Material and Supplies	\$4,587	\$32,799	(\$1,197)	\$31,603
600	Capital Outlay	\$5,283	\$5,786	\$0	\$5,786
700	Other	\$13,350	\$10,850	\$0	\$10,850
6400	Inst Staff Training Services				
100	Salaries	\$1,148,414	\$1,577,605	\$0	\$1,577,605
200	Employee Benefits	\$324,573	\$416,428	\$0	\$416,428
300	Purchased Services	\$633,726	\$633,762	(\$7,960)	\$625,802
500	Material and Supplies	\$56,444	\$94,886	\$45	\$94,930
600	Capital Outlay	\$17,239	\$21,480	\$0	\$21,480
700	Other	\$87,093	\$79,877	(\$540)	\$79,337
6500	Instruction Related Technology				
300	Purchased Services	\$0	\$0	\$0	\$0
600	Capital Outlay	\$0	\$0	\$0	\$0
7200	General Administration				
700	Other	\$609,171	\$619,994	\$0	\$619,994
7300	School Administration				
100	Salaries	\$70,335	\$121,428	\$0	\$121,428
200	Employee Benefits	\$24,247	\$28,154	\$0	\$28,154
7400	Facilities Aquisition & Const				
600	Capital Outlay	\$0	\$0	\$0	\$0
7600	Food Services				
100	Salaries	\$0	\$0	\$0	\$0
7700	Central Services				
100	Salaries	\$14,400	\$14,400	\$0	\$14,400
200	Employee Benefits	\$2,748	\$2,748	\$0	\$2,748
300	Purchased Services	\$0	\$600	\$0	\$600

SCHOOL BOARD OF CLAY COUNTY
 RESOLUTION TO AMEND DISTRICT BUDGET
 FISCAL YEAR 2021-2022
 SPECIAL REVENUE OTHER
 FUND 42X
 Month Ending May 31, 2022

Func	Obj	Adopted	Beginning Budget	Budget Adj	Working Budget
7800	Pupil Transportation Services				
100	Salaries	\$44,213	\$44,933	\$0	\$44,933
200	Employee Benefits	\$9,076	\$9,221	\$0	\$9,221
300	Purchased Services	\$52,102	\$48,654	\$0	\$48,654
400	Energy Services	\$313,630	\$28,070	\$0	\$28,070
7900	Operation Of Plant				
100	Salaries	\$0	\$108	\$0	\$108
200	Employee Benefits	\$0	\$22	\$0	\$22
300	Purchased Services	\$0	\$0	\$0	\$0
500	Material and Supplies	\$0	\$250	\$0	\$250
600	Capital Outlay	\$0	\$0	\$0	\$0
8100	Maintenance Of Plant				
500	Material and Supplies	\$0	\$0	\$0	\$0
8200	Administrative Technology Svcs				
300	Purchased Services	\$0	\$0	\$0	\$0
9100	Community Services				
500	Material and Supplies	\$0	\$0	\$0	\$0
Total Expenses		\$17,026,225	\$17,862,721	(\$4)	\$17,862,720



CLAY COUNTY DISTRICT SCHOOL

RESOLUTION TO AMEND DISTRICT BUDGET

FISCAL YEAR 2021-2022 SPECIAL REVENUE FEDERAL CARES ACT FUNDING FUND 44X

DISCOVERING ENDLESS POSSIBILITIES

Clay County District Schools is an Equal Opportunity Employer.

SCHOOL BOARD OF CLAY COUNTY
RESOLUTION TO AMEND DISTRICT BUDGET
FISCAL YEAR 2021-2022
SPECIAL REVENUE OTHER
FUND 44X
Month Ending May 31, 2022

Func	Obj	Adopted	Beginning Budget	Budget Adj	Working Budget
3271	CARES Act ESSER				
3271	Revenue	\$10,658,926	\$53,718,499	\$0	\$53,718,499
3430	Interest Incl Profit On Inves				
3430	Revenue	\$0	\$0	\$0	\$0
Total Revenue		\$10,658,926	\$53,718,499	\$0	\$53,718,499
5000	Instruction				
100	Salaries	\$765,880	\$13,685,596	\$0	\$13,685,596
200	Employee Benefits	\$210,230	\$2,814,543	\$0	\$2,814,543
300	Purchased Services	\$2,132,928	\$4,181,731	\$0	\$4,181,731
500	Material and Supplies	\$1,925,073	\$8,571,334	\$5,915	\$8,577,249
600	Capital Outlay	\$15,857	\$5,964,508	\$1	\$5,964,509
700	Other	\$0	\$10,000	\$0	\$10,000
6100	Student Personnel Services				
100	Salaries	\$4,126	\$1,006,719	\$0	\$1,006,719
200	Employee Benefits	\$820	\$350,332	\$0	\$350,332
300	Purchased Services	\$0	\$0	\$0	\$0
600	Capital Outlay	\$211,990	\$226,990	\$0	\$226,990
6110	Social Work				
200	Employee Benefits	\$0	\$0	\$0	\$0
6130	Health Services				
500	Material and Supplies	\$7,310	\$7,310	\$0	\$7,310
600	Capital Outlay	\$2,781	\$2,781	\$0	\$2,781
6150	Parent Involvement				
300	Purchased Services	\$0	\$50,000	\$0	\$50,000
500	Material and Supplies	\$5,912	\$5,912	(\$5,912)	\$0
6190	Guidance Administration				
100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0
6200	Instructional Media				
100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0
600	Capital Outlay	\$24,923	\$225,543	\$0	\$225,543
6300	Inst & Curric Dev Services				
100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0
600	Capital Outlay	\$0	\$1,875	\$0	\$1,875
6400	Inst Staff Training Services				
100	Salaries	\$112,002	\$267,284	\$0	\$267,284
200	Employee Benefits	\$24,050	\$54,907	\$0	\$54,907
300	Purchased Services	\$973,712	\$2,144,947	\$0	\$2,144,947
500	Material and Supplies	\$23,993	\$37,551	\$0	\$37,551
600	Capital Outlay	\$17,453	\$17,430	\$0	\$17,430
6500	Instruction Related Technology				
100	Salaries	\$0	\$0	\$0	\$0

SCHOOL BOARD OF CLAY COUNTY
 RESOLUTION TO AMEND DISTRICT BUDGET
 FISCAL YEAR 2021-2022
 SPECIAL REVENUE OTHER
 FUND 44X
 Month Ending May 31, 2022

Func	Obj	Adopted	Beginning Budget	Budget Adj	Working Budget
200	Employee Benefits	\$0	\$0	\$0	\$0
600	Capital Outlay	\$654,342	\$654,342	\$0	\$654,342
7100	Board				
100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0
7200	General Administration				
100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0
700	Other	\$314,325	\$2,290,869	\$0	\$2,290,869
7300	School Administration				
100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0
7400	Facilities Aquisition & Const				
100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0
600	Capital Outlay	\$764,727	\$8,007,148	\$0	\$8,007,149
7500	Fiscal Services				
100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0
7600	Food Services				
100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0
7700	Central Services				
100	Salaries	\$0	\$20,000	\$0	\$20,000
200	Employee Benefits	\$0	\$3,980	\$0	\$3,980
500	Material and Supplies	\$2,275,000	\$2,260,277	\$0	\$2,260,277
600	Capital Outlay	\$0	\$50,000	\$0	\$50,000
7800	Pupil Transportation Services				
100	Salaries	\$41,427	\$311,427	\$0	\$311,427
200	Employee Benefits	\$8,364	\$62,094	\$0	\$62,094
400	Energy Services	\$0	\$74,907	\$0	\$74,907
700	Other	\$0	\$0	\$0	\$0
7900	Operation Of Plant				
100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0
300	Purchased Services	\$9,972	\$20,617	\$0	\$20,617
500	Material and Supplies	\$124,603	\$225,475	\$0	\$225,475
600	Capital Outlay	\$7,135	\$110,079	\$0	\$110,079
8100	Maintenance Of Plant				
100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0
300	Purchased Services	\$0	\$0	\$0	\$0
500	Material and Supplies	\$0	\$0	\$0	\$0
8200	Administrative Technology Svcs				
100	Salaries	\$0	\$0	\$0	\$0

SCHOOL BOARD OF CLAY COUNTY
 RESOLUTION TO AMEND DISTRICT BUDGET
 FISCAL YEAR 2021-2022
 SPECIAL REVENUE OTHER
 FUND 44X
 Month Ending May 31, 2022

Func	Obj	Adopted	Beginning Budget	Budget Adj	Working Budget
200	Employee Benefits	\$0	\$0	\$0	\$0
9100	Community Services				
100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0
Total Expenses		\$10,658,935	\$53,718,508	\$4	\$53,718,513

DRAFT

June 30, 2022 - Regular School Board Meeting

Title

C25 - Deletion of Certain Items Report - June, 2022

Description

The items listed have been surveyed by the Coordinator of Property Control, at the request of the Cost Center Property Manager, and the recommended disposition is noted. These items are either obsolete, unusable or beyond economical repair. These items should be removed from active inventory and disposed of in the manner indicated. Deletions are for property items received in the month of May, 2022.

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 - June, 2022 as submitted.

Contact

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

Financial Impact

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

Review Comments

Attachments

[Deletion Report June 2022.pdf](#)

Clay County Public Schools
 Monthly Deletion Report
 For Month Ending: 06/30/2022

<u>Disposal Method</u>	<u>Tag</u>	<u>Description</u>	<u>Acquisition Date</u>	<u>Disposal Date</u>	<u>Purchase Amount</u>	<u>Depreciation Value</u>
LCTN 0021 GREEN COVE SPRINGS JUNIOR HIGH						
Surplus Sale	00098353	MIXER: VIDEO 4 CHANNEL - EDIRO	Furniture,Fixtures & Equipment	12/18/2008	06/03/2022	1,579.00
Surplus Sale	10000119	CAMCORDER: MINI DV-PANASONIC A	Furniture,Fixtures & Equipment	10/22/2009	06/03/2022	1,199.00
						2,778.00
						2,778.00
LCTN 0301 KEYSTONE HEIGHTS ELEMENTARY						
Surplus Sale	00066855	MOWER RIDING 20HP 46 " HUSQVAR	Furniture,Fixtures & Equipment	08/19/1997	06/03/2022	2,699.96
Surplus Sale	15000401	VEHICLE:UTILITY LANDMASTER LM2	Furniture,Fixtures & Equipment	10/23/2014	06/03/2022	3,239.10
						5,939.06
						4,859.36
LCTN 0341 CLAY HIGH SCHOOL						
Surplus Sale	12000380	SERVER: COLD FOOD-COLORPOINT 5	Furniture,Fixtures & Equipment	12/15/2011	06/03/2022	7,669.33
						7,669.33
						7,669.33
LCTN 0391 MIDDLEBURG HIGH						
Junk/Parts	00091807	COPIER: DIGITAL W/CABINET - RI	Furniture,Fixtures & Equipment	03/22/2007	06/03/2022	1,618.00
						1,618.00
						1,618.00
LCTN 0531 THUNDERBOLT ELEMENTARY						
Junk/Parts	00078863	PACER:LARGE WITH ACCESSORIES	Furniture,Fixtures & Equipment	06/26/2003	06/03/2022	1,479.00
						1,479.00
						1,479.00
LCTN 0551 FLEMING ISLAND HIGH SCHOOL						
Junk/Parts	00079422	PACKAGE:HIGH SCHOOL HIGH JUMP	Furniture,Fixtures & Equipment	10/09/2003	06/03/2022	3,400.00
						3,400.00
						3,400.00
LCTN 9005 EXCEPTIONAL STUDENT EDUCATION						
Surplus Sale	11001063	CART: BRETTFORD POWERSYNC FOR I	Furniture,Fixtures & Equipment	05/12/2011	06/03/2022	2,005.56
						2,005.56
						2,005.56
LCTN 9007 K12 ACADEMIC SERVICES						
Surplus Sale	17000448	LAPTOP - DELL LATITUDE 7370	Furniture,Fixtures & Equipment	02/23/2017	06/03/2022	1,082.95
						1,082.95
						842.29
						842.29
LCTN 9021 MAINTENANCE DEPARTMENT						
Surplus Sale	00080439	CHASSIS/MONITOR/KEYBOARD - DEL	Furniture,Fixtures & Equipment	01/27/2005	06/03/2022	1,101.00
						1,101.00
						1,101.00

Clay County Public Schools
 Monthly Deletion Report
 For Month Ending: 06/30/2022

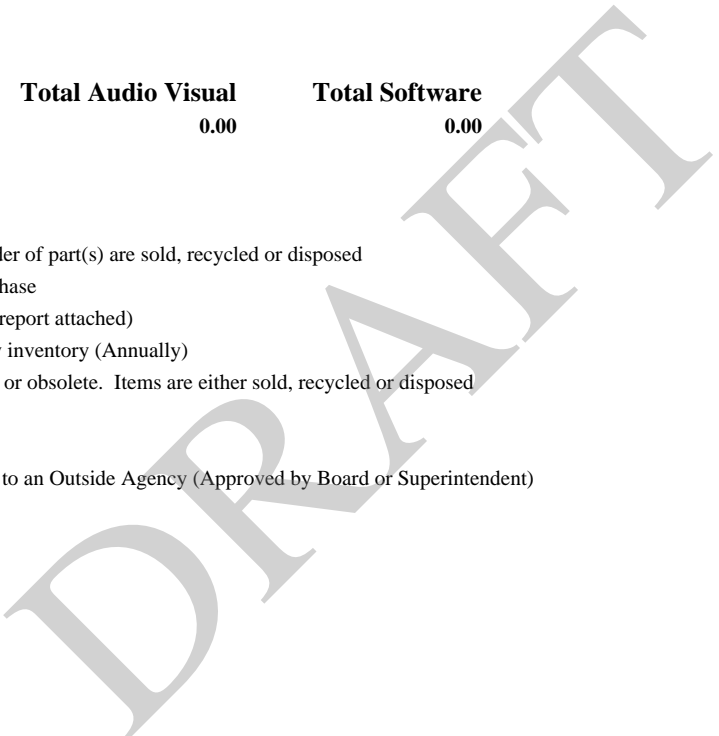
<u>Disposal Method</u>	<u>Tag</u>	<u>Description</u>		<u>Acquisition Date</u>	<u>Disposal Date</u>	<u>Purchase Amount</u>	<u>Depreciation Value</u>
	LCTN	9110	FOOD & NUTRITION SERVICES				
Surplus Sale	00062386	REFRIGERATOR REACH-IN	Furniture,Fixtures & Equipment	03/25/1996	06/03/2022	2,999.00	2,999.00
Surplus Sale	00087984	FREEZER: REACH-IN DOUBLE DOOR	Furniture,Fixtures & Equipment	05/22/2008	06/03/2022	3,050.52	3,050.52
						6,049.52	6,049.52
Total Furniture							
	33,122.42						
Total Vehicles							
	0.00						
Total Audio Visual							
	0.00						
Total Software							
	0.00						
						Totals for Deletion Report	
						33,122.42	31,802.06

Note:

Disposal Method Descriptions:

- JUNK/PARTS - Part(s) of an asset are used and remainder of part(s) are sold, recycled or disposed
- TRADE-IN - Vendor issues a credit towards a new purchase
- THEFT/VANDALISM - Items stolen or broken (police report attached)
- MISSING - Items lost and are not found during property inventory (Annually)
- SURPLUS SALE - Items that are outdated, not working or obsolete. Items are either sold, recycled or disposed
- ENTERED IN ERROR- Not used

- TRANSFER/DONATION - From Clay County District to an Outside Agency (Approved by Board or Superintendent)
- DESTROYED - Fire/Natural Disaster, etc.
- THRESHOLD (ex. \$750 TO \$1000)





School Board of Clay County

June 30, 2022 - Regular School Board Meeting

Title

C26 - BID to be Awarded

Description

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

- a. Epoxy Floor Services – County Wide Bid #22-F-239: Contract Period is for a two (2) year period from July 1, 2022 through June 30, 2024 with the option to renew for three (3) additional one (1) year contract periods upon mutual agreement, in writing. Bid established for the purchase of qualified labor, equipment and material to perform but not limited to the following services: make repairs, resurface existing floor systems, install new floor systems, install exterior deck systems over concrete and exposed aggregate surfaces, resurface lab countertop and resurface mechanical rooms on an as needed basis. The vendor awarded is the lowest, most responsive and responsible qualified bidder meeting specifications.
- b. Contract Services for Electrical Construction – County Wide Bid #22-F-240. Contract Period is for a three (3) year period from July 1, 2022 through June 30, 2025 with the option to renew for one (1) additional three (3) year contract period upon mutual agreement, in writing. Bid established for the purchase of qualified labor, equipment and material to perform electrical construction that includes install, repair, and connection existing and/or new construction and relocatable classrooms to include but not limited to electrical, fire alarm, data, telephone, intercom and video connections as needed County Wide. The vendors awarded are the three (3) lowest, most responsive and responsible licensed contractors meeting specifications.
- c. Water and Wastewater Treatment Plants Contracted Operations - County Wide Bid #22-MA-324: Contract Period is for a one (1) year period from July 1, 2022 through June 30, 2023 with the option to renew for three (3) additional one (1) year contract periods upon mutual agreement, in writing. Bid established for the purchase of qualified labor, equipment and material to perform required on-site monitoring, reporting, record keeping and sampling services at designated water and wastewater treatment plants county-wide. One bid was received and evaluated by the Purchasing Department to be a responsive & responsible Bid. The Maintenance Department determined the bidder was qualified to do the work as specified. Negotiations resulted in terms that were in the best interest of the School Board and mutually agreeable for the vendor. The vendor awarded was the sole responsive and responsible bidder meeting specifications.

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

Prior Board approved Bid will expire but it was used successfully during the past terms to provide quality services and products to the district.

Expected Outcomes

Upon approval by the Board, we expect the vendor to provide quality services and products at the terms and conditions listed in the Bid.

Strategic Plan Goal

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

Recommendation

Award BID as follows:

a. Epoxy Floor Services – County Wide Bid #22-F-239:

-Ronald Lance Tile & Resinous Systems LLC PO Box 1097, Fairfield FL 32634

b. Contract Services for Electrical Construction – County Wide Bid #22-F-240:

Award the three (3) lowest, from low bidder to high bidder for projects anticipated not to exceed \$24,999.00 / All awarded contractors shall be solicited to submit a Sealed Quotes for projects anticipated to exceed \$25,000.00

-First Low Bidder: Parks Electric Service, Inc., PO Box 326, Middleburg, FL 32050

-Second Low Bidder: T & M Electric of Clay County, LLC, 200 College Drive, Orange Park, FL 32065

-Third Low Bidder: Premier Communications Group, Inc., 110 Cumberland Park Dr. Suite 109, St. Augustine, FL 32095

c. Water and Wastewater Treatment Plants Contracted Operations - County Wide Bid #22-MA-324:

-Two Fold Water Engineering, Inc., PO Box 767, Melrose, FL, 32666

Contact

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

Financial Impact

a. Epoxy Floor Services – County Wide Bid #22-F-239: The total estimated expenditure for the two (2) year contract is \$100,000. Estimated annual spend of \$50,000 for 2022-23, and \$50,000 for 2023-24 from General and Capital Revenue.

b. Contract Services for Electrical Construction – County Wide Bid #22-F-240: The total estimated expenditure for the three (3) year contract is \$210,000. Estimated annual spend of \$70,000 for 2022-23, \$70,000 for 2023-24, and \$70,000 for 2024-25 from General and Capital Revenue.

c. Water and Wastewater Treatment Plants Contracted Operations - County Wide Bid #22-MA-324: The total estimated expenditure for the one (1) year contract is \$120,000.00 from General Revenue.

Review Comments

Attachments

June 30, 2022 - Regular School Board Meeting

Title

C27 - BID Renewal

Description

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

a. Fresh Delivered Produce - County Wide Bid #20-SFS-09: Contract Period is August 1, 2022 through July 31, 2023. The contract period is for one (1) year and is the second of three (3) renewal options. This renewal will enumerate supplemental terms provided by Gordon Foods, revised by the District, into the contract documents.

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 Vendor 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. Fresh Delivered Produce - County Wide Bid #20-SFS-09:
 - Gordon Food Service, 1410 Gordon Food Service, Plant City, FL 33563

Contact

Dr. Susan Legutko, Assistant Superintendent for Business Affairs, Phone: (904)336-6721, Email:

Financial Impact

a. Fresh Delivered Produce - County Wide Bid #20-SFS-09: The total estimated expenditure for the one (1) year contract renewal is \$1,500,000.00 from School Food Service Revenue.

Review Comments

Attachments

June 30, 2022 - Regular School Board Meeting

Title

C28 - 2022-2023 School Safety Interlocal Agreement among the School Board of Clay County, Florida; and Town of Orange Park and the Town of Orange Park Police Department.

Description

Proposed funding and contract options to meet the requirements of the Marjory Stoneman Douglas High School Public Safety Act, Ch. 2018-3. The draft agreement between the Town of Orange Park School Resource Officer (SRO) program shall include one full time police officer at each of the three schools within the city boundaries for Grove Park Elementary School, Orange Park Elementary School and Orange Park Junior High for the 2022-2023 academic year.

Gap Analysis

The Town of Orange Park has contracted with the Clay County District Schools to provide a School Resource Officer at the three schools within their municipality for the school year 2022-2023. The Town of Orange Park will continue (with the school system) to enhance the connectedness between the local Police Department and the families of students living in Orange Park attending one of the three schools.

Previous Outcomes

During the 2022-2023 school year the Town of Orange Park Police Department planned and implemented Drug Abuse Resistance Education (“DARE”) in collaboration with District personnel. The Town of Orange Park Police Department was also successful in launching a pedestrian safety program at Grove Park Elementary, Orange Park Elementary and Orange Park Junior High.

Expected Outcomes

The presence of the SRO’s on the three campuses will strengthen relationships between the local Police Department, students, and families in the community. This will result in higher quality interactions within the neighborhoods creating a more cohesive and secure campus environment. Students will continue to be educated on the law and illegal activities. The number of aggressive and violent conduct referrals is expected to decline overall.

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 agreement between the Town of Orange Park Police Department and School Board of Clay County that is substantially similar to the one attached.

Contact

Bryce Ellis, Assistant Superintendent for Operations, 904-336-6853, bryce.ellis@myoneclay.net
Kenneth Wagner, Chief of Police 904-336-0101, kenneth.wagner@myoneclayspd.net

Financial Impact

\$210,801.00 Total - (12) installments for the School Resource Officers.

Review Comments

Attachments

DRAFT

FOLLOW ALL PROCEDURES ON BACK OF THIS FORM

Contract # 220142
 Number Assigned by Purchasing Dept.



CONTRACT REVIEW

BOARD MEETING DATE:
 [Redacted]
 WHEN BOARD APPROVAL IS REQUIRED DO NOT PLACE ITEM ON AGENDA UNTIL REVIEW IS COMPLETED
 Must Have Board Approval over \$100,000.00

Date Submitted: May 13, 2022
 Name of Contract Initiator: Kenneth Wagner Telephone #: 336-0101
 School/Dept Submitting Contract: Clay County District PD Cost Center # 9025
 Vendor Name: Town of Orange Park
 Contract Title: School Safety Interlocal Agreement SBOC and Town of OP
 Contract Type: New Renewal Amendment Extension Previous Year Contract #
 Contract Term: 1 year Renewal Option(s):
 Contract Cost: 210,801.00

BUDGETED FUNDS – SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT
 Funding Source: Budget Line # 105. 7915310, 9025. 1205. 0000.000.0
 Funding Source: Budget Line # _____
 NO COST MASTER (COUNTY WIDE) CONTRACT - SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT
 INTERNAL ACCOUNT - IF FUNDED FROM SCHOOL IA FUNDS – SEND CONTRACT PACKAGE DIRECTLY TO SBAO

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

RECEIVED
 MAY 17 2022
 PURCHASING

RECEIVED
 SBAO
 5/25/22

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

CONTRACT REVIEWED BY:	COMMENTS BELOW BY REVIEWING DEPARTMENT
Purchasing Department <u>B78</u> Review Date <u>5/31/22</u>	<u>Need to add Exhibit A on page 1</u> <u>Dates on last page should be corrected.</u>
School Board Attorney <u>Agreed</u> Review Date <u>6/6/22</u>	<u>(Underlined Words changed from last year)</u> <u>Contract Name went from "Articulation Agreement" to</u> <u>"School Safety Interlocal Agreement"</u> <u>Roll</u>
Other Dept. as Necessary Review Date	

PENDING STATUS: YES NO **IF YES, HIGHLIGHTED COMMENTS ABOVE MUST BE CORRECTED BY INITIATOR**

FINAL STATUS: **APPROVED** DATE: 6/9/22

2022-2023

**SCHOOL SAFETY INTERLOCAL AGREEMENT AMONG
THE SCHOOL BOARD OF CLAY COUNTY, FLORIDA;
THE TOWN OF ORANGE PARK, FLORIDA; AND
THE TOWN OF ORANGE PARK POLICE DEPARTMENT**

THIS AGREEMENT is made among and executed by the School Board of Clay County, Florida ("School Board"), the Town of Orange Park, Florida ("Town"), and the Town of Orange Park Police Department ("OPPD"), collectively referred to hereinafter as "the Parties."

WHEREAS, the Parties have historically entered into annual "School Safety Interlocal Agreement" whereby OPPD Officers are assigned to certain public schools within Clay County District Schools ("District") to maintain safety and provide certain educational resource services in exchange for the School Board's payment of sums to the Town Council of Orange Park, Florida ("Town Council"), for the benefit of OPPD; and

WHEREAS, the Parties are currently performing one such agreement known as the 2021-2022 School Safety Interlocal Agreement among the School Board of Clay County, Florida; the Town of Orange Park, Florida; and the Town of Orange Park Police Department, a complete and accurate copy of which is attached hereto as Exhibit A; and

WHEREAS, under this 2022-2023 School Safety Interlocal Agreement, OPPD's educational resource services include assistance and support to District personnel in planning and implementing school programs such as Drug Abuse Resistance Education ("DARE"), health and substance abuse education, and traffic and pedestrian safety programs at **Grove Park Elementary School, Orange Park Elementary School, and Orange Park Junior High School**; and

WHEREAS, Florida's recently-enacted Marjory Stoneman Douglas High School Public Safety Act, Ch. 2018-3, Laws of Florida ("the Act"), which Act was amended in 2019, which made significant school safety reforms and imposed upon all Florida public school districts numerous additional requirements to achieve greater safety and security for all public school students and staff; and

WHEREAS, one requirement of the Act, codified in part under section 1006.12 of the Florida Statutes (2018), calls for school boards to partner with law enforcement agencies to establish or assign at least one "school safety officer" at each public school within a school district by implementing one or any combination of four statutory options going into the 2022-2023 school year; and

WHEREAS, a District-wide combination School Safety Officer/School Resource Officer "SRO" program presents one statutory option, though state funding committed to the District for a program of this nature is substantially insufficient; and

WHEREAS, the School Board and Superintendent in collaboration with local law enforcement agencies, officials, and community stakeholders have collectively explored (and continue to explore) avenues by which adequate funding may be raised and mandates of the Act may be met without compromising the level of services provided by each of the public agencies involved; and

WHEREAS, the Parties have, in fact, partnered with each other, and desire to enter into an agreement under which OPPD provides SRO services at **Grove Park Elementary School, Orange Park Elementary School, and Orange Park Junior High School**, and continues to deliver the above-referenced educational resource services to said schools throughout the 2022-2023 school year, in exchange for payment of certain sums by the School Board.

NOW, THEREFORE, IN CONSIDERATION of the foregoing and the mutual promises and obligations stated herein, the Parties agree as follows:

1. The School Board shall pay to the Town the sum of \$210,801.00 upon approval of this Agreement by all Parties in exchange for certain services provided to the School Board by OPPD from July 1, 2022 through June 30, 2023, as specified below. Such payment shall be made in twelve (12) installments after execution of this Agreement and upon receipt of a monthly detailed invoice submitted by OPPD to the School Board.

2. The Town agrees to accept payment of such funds for the benefit and use of OPPD.

3. Included under this Agreement shall be OPPD's assignment of a School Resource Officer ("SRO") per site to provide public safety, law enforcement, and educational resource services at **Grove Park Elementary School, Orange Park Elementary School, and Orange Park Junior High School**. The educational resources services shall include OPPD assistance and support to the Clay County District Schools Police Department and District personnel in planning and implementing school programs such as Drug Abuse Resistance Education ("DARE"), health and substance abuse education, and traffic and pedestrian safety programs at these schools.

4. The School Board, the Clay County District Schools Police Department, and OPPD will collaborate and work together with other government agencies to ensure that the services contemplated herein are appropriately and effectively delivered. General orders and directives will be reviewed and updated to enhance the working relationship between District and OPPD staff and encourage early intervention strategies and activities.

5. OPPD agrees to comply with the requirements of the Jessica Lunsford Act by requiring that all OPPD personnel and agents who come into contact with students are fingerprinted and have passed a Level II background check at no cost to the School Board.

6. OPPD shall maintain records concerning the performance of services provided by the OPPD Officers assigned as SROs. In accordance with the *Law Enforcement Officers Bill of Rights*, Chapter 112, Fla. Stat., complaints against an OPPD Officer shall be referred to and appropriately addressed by OPPD.

7. This Agreement is entered into and governed by the *Florida Interlocal Cooperation Act of 1969*, section 163.01, Fla. Stat., and all applicable portions of the same are hereby incorporated by reference.

8. Subject to and within the limitations of the sections 163.01 and 768.28, Fla. Stat., OPPD agrees to indemnify and hold harmless the School Board and its officers, employees, and agents from and against any and all loss, damage, or liability which arises as a result of the negligent or intentional acts of OPPD personnel which occur in connection with the services contemplated by this Agreement.

9. This Agreement shall become effective upon the date it is fully executed by all the Parties.

10. Upon full execution of this Agreement, the Parties' 2021-2022 School Safety Interlocal Agreement among the School Board of Clay County, Florida; The Town of Orange Park, Florida; and the Town of Orange Park Police Department shall be deemed terminated and rendered void without penalty or any further obligations of any party. Otherwise, the 2021-2022 School Safety Interlocal Agreement will remain in full force and effect through September 30, 2022.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed on the date(s) hereinafter indicated.

THE SCHOOL BOARD OF CLAY
COUNTY, FLORIDA

By: _____
Mary Bolla, Chair
900 Walnut Street
Green Cove Springs, Florida 32043

Date: _____

By: _____
David Broskie
Superintendent of Schools

Date: _____

CLAY COUNTY DISTRICT SCHOOLS
POLICE DEPARTMENT

By: _____
Kenneth Wagner, Chief
900 Walnut Street
Green Cove Springs, Florida 32043

Date: _____

TOWN OF ORANGE PARK, FLORIDA

By: _____ Date: _____
Randy Anderson , Mayor
2042 Park Avenue
Orange Park, Florida 32073

TOWN OF ORANGE PARK, FLORIDA

By: _____ Date: _____
Sarah Campbell
Town Manager

POLICE DEPARTMENT OF ORANGE PARK, FLORIDA

By: _____ Date: _____
Gary Goble, Chief
2025 Smith Street
Orange Park, Florida 32073

DRAFT

2021-2022

SCHOOL SAFETY INTERLOCAL AGREEMENT AMONG
THE SCHOOL BOARD OF CLAY COUNTY, FLORIDA;
THE TOWN OF ORANGE PARK, FLORIDA; AND
THE TOWN OF ORANGE PARK POLICE DEPARTMENT

THIS AGREEMENT is made among and executed by the School Board of Clay County, Florida ("School Board"), the Town of Orange Park, Florida ("Town"), and the Town of Orange Park Police Department ("OPPD"), collectively referred to hereinafter as "the Parties."

WHEREAS, the Parties have historically entered into annual "Safety and Education Articulation Agreements" whereby OPPD Officers are assigned to certain public schools within Clay County District Schools ("District") to maintain safety and provide certain educational resource services in exchange for the School Board's payment of sums to the Town Council of Orange Park, Florida ("Town Council"), for the benefit of OPPD; and

WHEREAS, the Parties are currently performing one such agreement known as the *2020-2021 Safety and Education Articulation Agreement* ("2020-21 Articulation Agreement"), a complete and accurate copy of which is attached hereto as Exhibit A; and

WHEREAS, under the 2021-22 Articulation Agreement, OPPD's educational resource services include assistance and support to District personnel in planning and implementing school programs such as Drug Abuse Resistance Education ("DARE"), health and substance abuse education, and traffic and pedestrian safety programs at Grove Park Elementary School, Orange Park Elementary School, and Orange Park Junior High School; and

WHEREAS, Florida's recently-enacted Marjory Stoneman Douglas High School Public Safety Act, Ch. 2018-3, Laws of Florida ("the Act"), which Act was amended in 2019, which made significant school safety reforms and imposed upon all Florida public school districts numerous additional requirements to achieve greater safety and security for all public school students and staff; and

WHEREAS, one requirement of the Act, codified in part under section 1006.12 of the Florida Statutes (2018), calls for school boards to partner with law enforcement agencies to establish or assign at least one "school safety officer" at each public school within a school district by implementing one or any combination of four statutory options going into the 2021-2022 school year; and

WHEREAS, a District-wide combination School Safety Officer/School Resource Officer "SRO" program presents one statutory option, though state funding committed to the District for a program of this nature is substantially insufficient; and

WHEREAS, the School Board and Superintendent - in collaboration with local law enforcement agencies, officials, and community stakeholders - have collectively explored (and continue to explore) avenues by which adequate funding may be raised and mandates of the Act may be met without compromising the level of services provided by each of the public agencies involved; and

WHEREAS, the Parties have, in fact, partnered with each other, and desire to enter into an agreement under which OPPD provides SRO services at **Grove Park Elementary School, Orange Park Elementary School, and Orange Park Junior High School**, and continues to deliver the above-referenced educational resource services to said schools throughout the 2021-2022 school year, in exchange for payment of certain sums by the School Board.

NOW, THEREFORE, IN CONSIDERATION of the foregoing and the mutual promises and obligations stated herein, the Parties agree as follows:

1. The School Board shall pay to the Town the sum of \$210,801.00 upon approval of this Agreement by all Parties in exchange for certain services provided to the School Board by OPPD from July 1, 2021 through June 30, 2022, as specified below. Such payment shall be made in twelve (12) equal installments after execution of this Agreement and upon receipt of a monthly detailed invoice submitted by OPPD to the School Board.

2. The Town agrees to accept payment of such funds for the benefit and use of OPPD.

3. Included under this Agreement shall be OPPD's assignment of a School Resource Officer ("SRO") per site to provide public safety, law enforcement, and educational resource services at Grove Park Elementary School, Orange Park Elementary School, and Orange Park Junior High School. The educational resources services shall include OPPD assistance and support to the Clay County District Schools Police Department and District personnel in planning and implementing school programs such as Drug Abuse Resistance Education ("DARE"), health and substance abuse education, and traffic and pedestrian safety programs at these schools.

4. The School Board, the Clay County District Schools Police Department, and OPPD will collaborate and work together with other government agencies to ensure that the services contemplated herein are appropriately and effectively delivered. General orders and directives will be reviewed and updated to enhance the working relationship between District and OPPD staff and encourage early intervention strategies and activities.

5. OPPD agrees to comply with the requirements of the Jessica Lunsford Act by requiring that all OPPD personnel and agents who come into contact with students are fingerprinted and have passed a Level II background check at no cost to the School Board.

6. OPPD shall maintain records concerning the performance of services provided by the OPPD Officers assigned as SROs. In accordance with the *Law Enforcement Officers Bill of Rights*, Chapter 112, Fla. Stat., complaints against an OPPD Officer shall be referred to and appropriately addressed by OPPD.

7. This Agreement is entered into and governed by the *Florida Inter-local Cooperation Act of 1969*, section 163.01, Fla. Stat., and all applicable portions of the same are hereby incorporated by reference.

8. Subject to and within the limitations of the sections 163.01 and 768.28, Fla. Stat., OPPD agrees to indemnify and hold harmless the School Board and its officers, employees, and agents from and against any and all loss, damage, or liability which arises as a result of the negligent or intentional acts of OPPD personnel which occur in connection with the services contemplated by this Agreement.

9. This Agreement shall become effective upon the date it is fully executed by all the Parties.

10. Upon full execution of this Agreement, the Parties' 2020-21 Articulation Agreement shall be deemed terminated and rendered void without penalty or any further obligations of any party. Otherwise, the 2020-21 Articulation Agreement will remain in full force and effect through September 30, 2021.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed on the date(s) hereinafter indicated.

THE SCHOOL BOARD OF CLAY
COUNTY, FLORIDA

By: Mary Bolla
Mary Bolla, Chair
900 Walnut Street
Green Cove Springs, Florida 32043

Date: 6/24/21

By: David Broskie
David Broskie
Superintendent of Schools

Date: 6/24/21

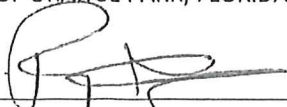
CLAY COUNTY DISTRICT SCHOOLS
POLICE DEPARTMENT

By: Kenneth Wagner
KENNETH WAGNER, Chief
900 Walnut Street
Green Cove Springs, Florida 32043

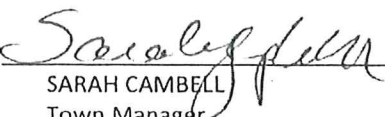
Date: 07-27-21

(signatures continued on Page 5)

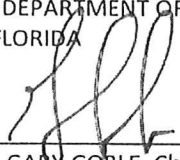
TOWN OF ORANGE PARK, FLORIDA

By:  Date: 9/7/2021
Randy Anderson, Mayor
2042 Park Avenue
Orange Park, Florida 32073

TOWN OF ORANGE PARK, FLORIDA

By:  Date: 9/8/2021
SARAH CAMBELL
Town Manager

POLICE DEPARTMENT OF ORANGE
PARK, FLORIDA

By:  Date: 9/9/21
GAN GOBLE, Chief
2025 Smith Street
Orange Park, Florida 32073

DRAFT

June 30, 2022 - Regular School Board Meeting

Title

C29 - 2022-2023 School Safety Interlocal Agreement among the School Board of Clay County, Florida; City of Green Cove Springs Florida; and Green Cove Springs Police Department.

Description

Proposed funding and contract options to meet the requirements of the Marjory Stoneman Douglas High School Public Safety Act, Ch. 2018-3. The draft agreement between the City of Green Cove Springs, the Green Cove Springs Police Department (GCSPD) School Resource Officer (SRO) program shall include one full time police officer at each of the two schools within the city boundaries for Charles E. Bennett and Green Cove Springs Junior High for the 2022-2023 academic year. The City of Green Cove Springs Police Department Dispatch Center and four communications officers, Green Cove Springs Police Department, which will meet all the criteria set forth in, Green Cove Springs Police Department.

Gap Analysis

The City of Green Cove Springs has contracted with the Clay County District Schools to provide a School Resource Officer at the two schools within their municipality for the school year 2022-2023. The City of Green Cove Springs will continue (with the school system) to enhance the connectedness between the local Police Department and the families of students living in Green Cove Springs attending one of the two schools.

Previous Outcomes

During the 2022-2023 school year the Green Cove Springs Police Department planned and implemented Drug Abuse Resistance Education (“DARE”) in collaboration with District personnel. The Green Cove Springs Police Department was also successful in launching a pedestrian safety program at Charles E. Bennett and Green Cove Springs Junior High.

Expected Outcomes

The presence of the SRO’s on the two campuses will strengthen relationships between the local Police Department, students and families, in the community. Resulting in higher quality interactions within the neighborhoods creating a more cohesive and secure campus environment. Students will continue to be educated on the law and illegal activities within the number of aggressive and violent conduct referrals overall is expected to decline.

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 agreement between the Green Cove Springs Police Department and School Board of Clay County that is substantially similar to the one attached.

Contact

Bryce Ellis, Assistant Superintendent for Operations, 904-366-6853
Kenneth Wagner, Chief of Police 904-336-0101

Financial Impact

\$146,050.66 to be paid out in (12) installments for School Resource Officers 2022-2023
\$202,037.33 to be paid out in (12) installments for (4) Dispatchers for GCSPD 2022-2023

Review Comments

Attachments

Ⓞ [220141 City Of Green Cove Springs PD MOU - 6.30.22 Board Agenda.pdf](#)

DRAFT

FOLLOW ALL PROCEDURES ON BACK OF THIS FORM

Contract # 220141
Number Assigned by Purchasing Dept.



CONTRACT REVIEW

BOARD MEETING DATE:

WHEN BOARD APPROVAL IS REQUIRED DO NOT PLACE ITEM ON AGENDA UNTIL REVIEW IS COMPLETED
 Must Have Board Approval over \$100,000.00

Date Submitted: May 13, 2022
Name of Contract Initiator: Kenneth Wagner Telephone #: 336-0101
School/Dept Submitting Contract: Clay County District PD Cost Center # 9025
Vendor Name: City of Green Cove Springs
Contract Title: School Safety Interlocal Agreement SBCC and City of GCS
Contract Type: New Renewal Amendment Extension Previous Year Contract #
Contract Term: 1 year Renewal Option(s):
Contract Cost: 348,087.99

BUDGETED FUNDS – SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT
Funding Source: Budget Line # 105.7915310.9025.1205.0000.000.0
Funding Source: Budget Line # _____

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

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

REQUIRED DOCUMENTS FOR CONTRACT REVIEW PACKAGE (when applicable):

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

RECEIVED
MAY 17 2022
PURCHASING

RECEIVED
5/25/22
SBAO

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

CONTRACT REVIEWED BY:	COMMENTS BELOW BY REVIEWING DEPARTMENT
Purchasing Department Review Date: <u>5/31/22</u> <i>B78</i>	<u>Need to add Exhibit A on page 1</u> <u>Fix highlighted wording, Fix cents on page 3 (43¢)</u> <u>Dates on last page should be corrected</u>
School Board Attorney Review Date: <u>6/6/22</u> <i>Agreed</i>	<u>Underlined words changed from last year</u> <u>Contract name went from "Articulation Agreement" to "School Safety Interlocal Agreement"</u> <u>make changes consistent</u>
Other Dept. as Necessary Review Date: _____	_____
PENDING STATUS: <input type="checkbox"/> YES <input type="checkbox"/> NO	IF YES, HIGHLIGHTED COMMENTS ABOVE MUST BE CORRECTED BY INITIATOR
FINAL STATUS	<input checked="" type="checkbox"/> APPROVED DATE: <u>6/9/22</u>

2022-2023

**SCHOOL SAFETY INTERLOCAL AGREEMENT AMONG
THE SCHOOL BOARD OF CLAY COUNTY, FLORIDA;
CITY OF GREEN COVE SPRINGS, FLORIDA; AND
GREEN COVE SPRINGS POLICE DEPARTMENT**

THIS AGREEMENT is made among and executed by the School Board of Clay County, Florida ("School Board"), the City of Green Cove Springs, Florida ("City"), and the City of Green Cove Springs Police Department ("GCSPD"), collectively referred to hereinafter as "the Parties."

WHEREAS, the Parties have historically entered into annual "School Safety Interlocal Agreement" whereby GCSPD Officers are assigned to certain public schools within Clay County District Schools ("District") to maintain safety and provide certain educational resource services in exchange for the School Board's payment of sums to the City for the benefit of GCSPD; and

WHEREAS, the Parties are currently performing one such agreement known as the 2021-2022 School Safety Interlocal Agreement among the School Board of Clay County, Florida; City of Green Cove Springs, Florida; and Green Cove Springs Police Department, a complete and accurate copy of which is attached hereto as Exhibit A; and

WHEREAS, under this 2022-2023 School Safety Interlocal Agreement, GCSPD's educational resource services include assistance and support to District personnel in planning and implementing school programs such as Drug Abuse Resistance Education ("DARE"), health and substance abuse education, and traffic and pedestrian safety programs at **Charles E. Bennett Elementary School** and **Green Cove Springs Junior High School**; and

WHEREAS, Florida's recently-enacted Marjory Stoneman Douglas High School Public Safety Act, Ch.2018-3, Laws of Florida ("the Act"), as amended in 2019, made significant school safety reforms and imposed upon all Florida public school districts numerous additional requirements to achieve greater safety and security for all public school students and staff; and

WHEREAS, one requirement of the Act, codified in part under section 1006.12 of the Florida Statutes (2018), calls for school boards to partner with law enforcement agencies to establish or assign at least one "school safety officer" at each public school within a school district by implementing one or any combination of three four statutory options going into the 2022-2023 school year; and

WHEREAS, a District-wide combination School Safety Officer/School Resource Officer "SRO" program presents one statutory option, though state funding committed to the District for a program of this nature is substantially insufficient; and

WHEREAS, the School Board and Superintendent in collaboration with local law enforcement agencies, officials, and community stakeholders – have collectively explored (and continue to explore) avenues by which adequate funding may be raised and mandates of the Act may be met without compromising the level of services provided by each of the public agencies involved; and

WHEREAS, the Parties have, in fact, partnered with each other, and desire to enter into an agreement under which GCSPD provides SRO services at **Charles E. Bennett Elementary School** and **Green Cove Springs Junior High School**, continues to deliver the above-referenced educational resource services to said schools throughout the 2022-2023 school year, and also creates, sets up and staffs a combined Police Dispatch Center to jointly serve GCSPD and the Clay County District Schools Police Department in exchange for payment of certain sums by the School Board.

NOW, THEREFORE, IN CONSIDERATION of the foregoing and the mutual promises and obligations stated herein, the Parties agree as follows:

1. The School Board upon approval of this Agreement by all Parties shall pay to the City the sum of \$348,087.96 in exchange for certain services provided to the School Board by GCSPD from July 1, 2022, through June 30, 2023, as specified below. Such payment shall be made in twelve (12) equal installments after execution of this Agreement and upon receipt of a monthly detailed invoice submitted by GCSPD to the School Board. The above total sum includes payment for the existing School Resource Officers in the total amount of \$146,050.63 and payment for all salaries and all other expenses for four dispatchers in the total amount of \$202,037.33

2. The City agrees to accept payment of such funds for the benefit and use of GCSPD.

3. Included under this Agreement shall be GCSPD's assignment of a School Resource Officer ("SRO") per site to provide public safety, law enforcement, and educational resource services at **Charles E. Bennett Elementary School** and **Green Cove Springs Junior High School**. The educational resources services shall include GCSPD assistance and support to District personnel in planning and implementing school programs such as Drug Abuse Resistance Education ("DARE"), health and substance abuse education, and traffic and pedestrian safety programs at these schools.

4. Also included under this Agreement, the City and GCSPD shall implement a combined Police Dispatch Center to serve to facilitate communications between 911 services, the Clay County District Schools Police Department and the Green Cove Springs Police Department, which Dispatch Center shall be staffed by four (4) communications Officers who shall be employees of the Green Cove Springs Police Department. Said dispatch officers shall be hired by the Green Cove Springs Police Department and shall meet all of the criteria set forth in the GCSPD job description for "Communications Officer 110-3."

5. The School Board, the Clay County District Schools Police Department, and GCSPD will collaborate and work together with other government agencies to ensure that the services contemplated herein are appropriately and effectively delivered. General orders and directives will be reviewed and updated to enhance the working relationship between District and GCSPD staff and encourage early intervention strategies and activities.

6. GCSPD agrees to comply with the requirements of the Jessica Lunsford Act by requiring that all GCSPD personnel and agents who come into contact with students are fingerprinted and have passed a Level II background check at no cost to the School Board.

7. GCSPD shall maintain records concerning the performance of services provided by the GCSPD Officers assigned as SROs. In accordance with the Law Enforcement Officers Bill of Rights, Chapter 112, Fla. Stat., complaints against a GCSPD Officer shall be referred to and appropriately addressed by GCSPD.

8. This Agreement is entered into and governed by the *Florida Inter-local Cooperation Act of 1969*, section 163.01, Fla. Stat., and all applicable portions of the same are hereby incorporated by reference.

9. Subject to and within the limitations of the sections 163.01 and 768.28, Fla. Stat., GCSPD agrees to indemnify and hold harmless the School Board and its officers, employees, and agents from and against any and all loss, damage, or liability which arises as a result of the negligent or intentional acts of GCSPD personnel which occur in connection with the services contemplated by this Agreement.

10. This Agreement shall become effective upon the date it is fully executed by all the Parties.

11. Upon full execution of this Agreement, the Parties' 2021-22 School Safety Interlocal Agreement shall be deemed terminated and rendered void without penalty or any further obligations of any party. Otherwise, the 2021-22 School Safety Interlocal Agreement will remain in full force and effect through September 30, 2022.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed on the date(s) hereinafter indicated.

THE SCHOOL BOARD OF CLAY COUNTY, FLORIDA

By: _____ Date: _____

Mary Bolla, Chair
900 Walnut Street
Green Cove Springs, Florida 32043

By: _____ Date: _____

David Broskie, Superintendent of Schools

CLAY COUNTY DISTRICT SCHOOLS POLICE DEPARTMENT

By: _____ Date: _____

Kenneth Wagner, Chief
900 Walnut Street
Green Cove Springs, Florida 32043

POLICE DEPARTMENT OF GREEN COVE SPRINGS, FLORIDA

By: _____ Date: _____

E.J. Guzman, Chief

CITY OF GREEN COVE SPRINGS, FLORIDA

By: _____ Date: _____

Edward Gaw, Mayor
321 Walnut Street
Green Cove Springs, Florida 32043

CITY OF GREEN COVE SPRINGS, FLORIDA

By: _____ Date: _____

Steve Kennedy, City Manager

2021-2022

**SCHOOL SAFETY INTERLOCAL AGREEMENT AMONG
THE SCHOOL BOARD OF CLAY COUNTY, FLORIDA;
CITY OF GREEN COVE SPRINGS, FLORIDA; AND
GREEN COVE SPRINGS POLICE DEPARTMENT**

THIS AGREEMENT is made among and executed by the School Board of Clay County, Florida ("School Board"), the City of Green Cove Springs, Florida ("City"), and the City of Green Cove Springs Police Department ("GCSPD"), collectively referred to hereinafter as "the Parties."

WHEREAS, the Parties have historically entered into annual "Safety and Education Articulation Agreements" whereby GCSPD Officers are assigned to certain public schools within Clay County District Schools ("District") to maintain safety and provide certain educational resource services in exchange for the School Board's payment of sums to the City for the benefit of GCSPD; and

WHEREAS, the Parties are currently performing one such agreement known as the *2020-2021 Safety and Education Articulation Agreement* ("2021-2022 Articulation Agreement"), a complete and accurate copy of which is attached hereto as Exhibit A; and

WHEREAS, under the 2021-2022 Articulation Agreement, GCSPD's educational resource services include assistance and support to District personnel in planning and implementing school programs such as Drug Abuse Resistance Education ("DARE"), health and substance abuse education, and traffic and pedestrian safety programs at **Charles E. Bennett Elementary School** and **Green Cove Springs Junior High School**; and

WHEREAS, Florida's recently-enacted Marjory Stoneman Douglas High School Public Safety Act, Ch. 2018-3, Laws of Florida ("the Act"), as amended in 2019, made significant school safety reforms and imposed upon all Florida public school districts numerous additional requirements to achieve greater

safety and security for all public school students and staff; and

WHEREAS, one requirement of the Act, codified in part under section 1006.12 of the Florida Statutes (2018), calls for school boards to partner with law enforcement agencies to establish or assign at least one "school safety officer" at each public school within a school district by implementing one or any combination of three or four statutory options going into the 2021-2022 school year; and

WHEREAS, a District-wide combination School Safety Officer/School Resource Officer "SRO" program presents one statutory option, though state funding committed to the District for a program of this nature is substantially insufficient; and

WHEREAS, the School Board and Superintendent in collaboration with local law enforcement agencies, officials, and community stakeholders – have collectively explored (and continue to explore) avenues by which adequate funding may be raised and mandates of the Act may be met without compromising the level of services provided by each of the public agencies involved; and

WHEREAS, the Parties have, in fact, partnered with each other, and desire to enter into an agreement under which GCSPD provides SRO services at **Charles E. Bennett Elementary School** and **Green Cove Springs Junior High School**, continues to deliver the above-referenced educational resource services to said schools throughout the 2021-2022 school year, and also creates, sets up and staffs a combined Police Dispatch Center to jointly serve GCSPD and the Clay County District Schools Police Department in exchange for payment of certain sums by the School Board.

NOW, THEREFORE, IN CONSIDERATION of the foregoing and the mutual promises and obligations stated herein, the Parties agree as follows:

1. The School Board upon approval of this Agreement by all Parties shall pay to the City the sum of \$348,087.99 in exchange for certain services provided to the School Board by GCSPD from July 1, 2021, through June 30, 2022, as specified below. Such payment shall be made in twelve (12) equal

installments after execution of this Agreement and upon receipt of a monthly detailed invoice submitted by GCSPD to the School Board. The above total sum includes payment for the existing School Resource Officers in the total amount of \$146,050.66 and payment for all salaries and all other expenses for four dispatchers in the total amount of \$202,037.33

2. The City agrees to accept payment of such funds for the benefit and use of GCSPD.

3. Included under this Agreement shall be GCSPD's assignment of a School Resource Officer ("SRO") per site to provide public safety, law enforcement, and educational resource services at **Charles E. Bennett Elementary School** and **Green Cove Springs Junior High School**. The educational resources services shall include GCSPD assistance and support to District personnel in planning and implementing school programs such as Drug Abuse Resistance Education ("DARE"), health and substance abuse education, and traffic and pedestrian safety programs at these schools.

4. Also included under this Agreement, the City and GCSPD shall implement a combined Police Dispatch Center to serve to facilitate communications between 911 services, the Clay County District Schools Police Department and the Green Cove Springs Police Department, which Dispatch Center shall be staffed by four (4) communications Officers who shall be employees of the Green Cove Springs Police Department. Said dispatch officers shall be hired by the Green Cove Springs Police Department and shall meet all of the criteria set forth in the GCSPD job description for "Communications Officer 110-3."

5. The School Board, the Clay County District Schools Police Department, and GCSPD will collaborate and work together with other government agencies to ensure that the services contemplated herein are appropriately and effectively delivered. General orders and directives will be reviewed and updated to enhance the working relationship between District and GCSPD staff and encourage early intervention strategies and activities.

6. GCSPD agrees to comply with the requirements of the Jessica Lunsford Act by requiring that all GCSPD personnel and agents who come into contact with students are fingerprinted and have passed a Level II background check at no cost to the School Board.

7. GCSPD shall maintain records concerning the performance of services provided by the GCSPD Officers assigned as SROs. In accordance with the Law Enforcement Officers Bill of Rights, Chapter 112, Fla. Stat., complaints against a GCSPD Officer shall be referred to and appropriately addressed by GCSPD.

8. This Agreement is entered into and governed by the *Florida Inter-local Cooperation Act of 1969*, section 163.01, Fla. Stat., and all applicable portions of the same are hereby incorporated by reference.

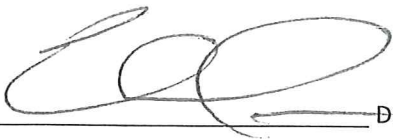
9. Subject to and within the limitations of the sections 163.01 and 768.28, Fla. Stat., GCSPD agrees to indemnify and hold harmless the School Board and its officers, employees, and agents from and against any and all loss, damage, or liability which arises as a result of the negligent or intentional acts of GCSPD personnel which occur in connection with the services contemplated by this Agreement.

10. This Agreement shall become effective upon the date it is fully executed by all the Parties.

11. Upon full execution of this Agreement, the Parties' 2020-21 Articulation Agreement shall be deemed terminated and rendered void without penalty or any further obligations of any party. Otherwise, the 2020-21 Articulation Agreement will remain in full force and effect through September 30, 2021.

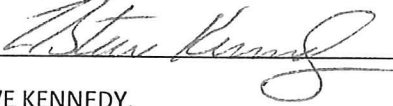
IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed on the date(s) hereinafter indicated.

THE SCHOOL BOARD OF CLAY
COUNTY, FLORIDA

By:  Date: 7/28/21

Edward Gaw, Mayor
321 Walnut Street
Green Cove Springs, Florida 32043

CITY OF GREEN COVE SPRINGS,
6
FLORIDA

By:  Date: 7/28/21
STEVE KENNEDY,
City Manager

DRAFT

June 30, 2022 - Regular School Board Meeting

Title

C30 - 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
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, 6.30.22.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, Clayton Anderson, 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
Advanced Roofing, Inc.	General, HVAC, Roofing, and Solar Contractor	\$40,000,000.00	July 31, 2023
Communications Solutions, Inc.	Specialty Electrical Contractor	\$300,000.00	July 31, 2023
McCurdy-Walden, Inc.	Roofing Contractor	\$5,000,000.00	July 31, 2023
Playmore Recreational Products & Services	Building Contractor	\$5,000,000.00	July 31, 2023
Precise Cabling, Inc.	Electrical Contractor	\$1,000,000.00	July 31, 2023

June 30, 2022 - Regular School Board Meeting

Title

C31 - Schematic/Preliminary/Final (Phase I, II, and III) Plans and Specifications for Keystone Heights Elementary School New Cafeteria/Classrooms

Description

Each phase or a combination of phases is submitted to the School Board for review and approval. The plans have received staff review and are complete to Schematic/Preliminary/Final (Phase I, II, and III) stage. Phase III Construction Manager's cost is estimated at \$19,403,364.00.

Gap Analysis

N/A

Previous Outcomes

The school administration/departments have had the opportunity to express needs during plan review in order to design a project that will meet user's expectations.

Expected Outcomes

Schematic, Preliminary and Final Plan review allows for participation from a variety of departments to ensure any program changes are incorporated into the design.

Strategic Plan Goal

Ensure effective management of the organization, operations, and facilities to maximize the use of resources and promote a safe, efficient, and effective learning environment for Clay County students.

Recommendation

Approve Schematic/Preliminary/Final (Phase I, II, & III) Plans and Specifications for Keystone Heights Elementary School New Cafeteria/Classrooms.

Contact

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

Financial Impact

This project is budgeted in the Educational Facilities Plan.

Review Comments

Attachments

June 30, 2022 - Regular School Board Meeting

Title

D1 - Adopt Superintendent’s Memorandum in Support of Declaration of Emergency and Approve the emergency adoption and implementation of amendments to the Manual of Procedures for Media Services and The Handbook of Instructional Materials Procedures as contained in School Board Policies 4.44C and 4.45 respectively

Description

The Florida legislature, on March 8, 2022, passed House Bill 1467, which bill was approved by the Governor on March 25, 2022 and was filed with the Secretary of State on March 25, 2022 as Laws of Florida Ch. 2022-21. Said bill added requirements for each school board throughout the State of Florida to amend policies and procedures to further define training for school district media personnel, the review and approval of all publications maintained in the district’s school media centers, inclusion of the public generally and parents of district students specifically in the review and approval of said publications, and increase the public participation in, the transparency of selection of and the website availability of all instructional materials intended to be used by the school district prior to purchase of said materials while noting the objections to specific materials and listing those which have been removed or discontinued The requirements of this legislation take effect on July 1, 2022. The School Board Procedural Manual amendments and additions set forth herein meet the requirements of the legislation and provide for further definition and implementation by the Superintendent through the establishment of procedures promulgated through his office. The attached Procedure Manuals, were created to accomplish the legislative requirements by the set deadline. Because they meet the definition of a “Rule” they are required to be approved by the School Board prior to implementation. The Superintendent is asking that they be adopted on an emergency basis because there was insufficient time to comply with the full adoption process required by Sec. 120.54, Fla. Statutes. Florida law provides that a Rule adopted by emergency procedures shall not be effective for more than 90 days during which time the School Board may initiate and complete rulemaking to adopt a rule addressing the subject of the emergency rule if it wishes the rule to extend beyond 90 days. This process requires publication of notice of adoption and a public hearing.

Gap Analysis

N/A

Previous Outcomes

NA

Expected Outcomes

Approval of this item will allow the School Board to implement the Policy while it continues with the formal adoption process for the Policy.

Strategic Plan Goal

Provide FAPE to all students of the free public schools operated by the School Board of Clay County, Florida in compliance with the requirements of the Florida legislature.

Recommendation

Approve the advertisement and notice of public hearing for the attached Policies which have been previously adopted by emergency rulemaking procedures.

Contact

David S. Broskie, Superintendent of Schools; J. Bruce Bickner, School Board Attorney

Financial Impact

Undetermined at this time. It is believed that the approval of the Policies is necessary to meet the requirements of the legislation described herein.

Review Comments

Attachments

June 30, 2022 - Regular School Board Meeting

Title

D2 - Approval to Advertise and Notice of Public Hearing to Approve amendment to School Board Manual of Procedures for Media Services and The Handbook of Instructional Materials Procedures as contained in School Board Policies 4.44C and 4.45F respectively

Description

The Florida legislature, on March 8, 2022, passed House Bill 1467, which bill was approved by the Governor on March 25, 2022 and was filed with the Secretary of State on March 25, 2022 as Laws of Florida Ch. 2022-21. Said bill added requirements for each school board throughout the State of Florida to amend policies and procedures to further define training for school district media personnel, the review and approval of all publications maintained in the district’s school media centers, inclusion of the public generally and parents of district students specifically in the review and approval of said publications, and increase the public participation in, the transparency of selection of and the website availability of all instructional materials intended to be used by the school district prior to purchase of said materials while noting the objections to specific materials and listing those which have been removed or discontinued The requirements of this legislation take effect on July 1, 2022. The School Board Procedural Manual amendments and additions set forth herein meet the requirements of the legislation and provide for further definition and implementation by the Superintendent through the establishment of procedures promulgated through his office. The attached Procedural Manuals, created to accomplish the legislative requirements by the set deadline, were adopted on an emergency basis on June 30, 2022 because there was insufficient time to comply with the full adoption process required by Sec. 120.54, Fla. Statutes. Because they meet the definition of a “Rule” they were required to be approved by the School Board prior to implementation. Florida law provides that a Rule adopted by emergency procedures shall not be effective for more than 90 days during which time the School Board may initiate and complete rulemaking to adopt a rule addressing the subject of the emergency rule if it wishes the rule to extend beyond 90 days. This process requires publication of notice of adoption and a public hearing.

Gap Analysis

N/A

Previous Outcomes

N/A

Expected Outcomes

Approval of this item will allow the School Board to advertise the proposed adoption and public hearing of the previously adopted Manual of Procedures for Media Services and The Handbook of Instructional Materials Procedures as contained in School Board Policies 4.44C and 4.45F respectively, which will then lead to the consideration of adoption of said Manuals by the School Board after the appropriate public hearing. The Manual of Procedures for Media Services and The Handbook of Instructional Materials Procedures as contained in School Board Policies 4.44C and 4.45F respectively, will be advertised, submitted to the public for comment and to the Board for public hearing and consideration in the manner contemplated by the Administrative Procedures Act.

Strategic Plan Goal

Provide FAPE to all students of the free public schools operated by the School Board of Clay County, Florida in compliance with the requirements of the Florida legislature.

Recommendation

Approve the advertisement and notice of public hearing for the attached Manual of Procedures for Media Services and The Handbook of Instructional Materials Procedures as contained in School Board Policies 4.44C and 4.45F respectively. which have been previously adopted by emergency rulemaking procedures.

Contact

David S. Broskie, Superintendent of Schools; J. Bruce Bickner, School Board Attorney

Financial Impact

Undetermined at this time. It is believed that the approval of the Policies is necessary to meet the requirements of the legislation described herein.

Review Comments

Attachments

Ⓞ [Legal Adv Notice of PH SB Policies 4.44C & 4.45F.pdf](#)

DRAFT

**SCHOOL BOARD OF CLAY COUNTY, FLORIDA
APPROVAL TO ADVERTISE/NOTICE OF PUBLIC HEARING
TO ADOPT REVISIONS TO SCHOOL BOARD MANUAL OF PROCEDURES
FOR MEDIA SERVICES & THE HANDBOOK OF INSTRUCTIONAL
MATERIALS PROCEDURES AS CONTAINED IN SB POLICIES 4.44C AND
4.45F RESPECTIVELY**

Approval to Advertise: The School Board of Clay County, Florida (“the Board”) approves the advertisement of revisions to School Board Manual of Procedures for Media Services & The Handbook of Instructional Materials Procedures as contained in SB Policies 4.44C and 4.45F respectively.

Purpose & Effect: The proposed amendments are intended to simplify, update, and ensure alignment of School Board Policies with state law, federal law, State Board of Education Rules, and other applicable rules and regulations.

Access to Text of Proposed Amendments: The full text of the proposed revisions to School Board Manual of Procedures for Media Services & The Handbook of Instructional Materials Procedures is available for inspection and copying by the public in the Office of the Superintendent for Clay County District Schools, located at 900 Walnut Street, Green Cove Springs, Florida 32043. The full text is also available via the School District’s website at www.oneclay.net under the School Board Meeting Links, School Board Agendas - June 30, 2022. The Superintendent is authorized to correct technical errors in grammar, numbering, section designations, and cross-references as may be necessary to reflect the intention of such Policy amendments.

Rule Making Authority: The Board is authorized to adopt revisions to School Board Manual of Procedures for Media Services & The Handbook of Instructional Materials Procedures under sections 120.54, 1001.31, and 1001.32 of the Florida Statutes.

Laws Implemented: The laws implemented by the above-referenced policy revisions are noted under each section of the Policy.

Person(s) Originating Policy Changes: The proposed policy was originated by the Superintendent and his designee(s) in collaboration with the School Board Attorney.

Public Hearing: The Board intends to formally adopt the revisions to School Board Manual of Procedures for Media Services & The Handbook of Instructional Materials Procedures as contained in SB Policies 4.44C and 4.45F respectively following a public hearing. ***The public hearing shall be held on Thursday, August 4, 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 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.

School Board of Clay County

June 30, 2022 - Regular School Board Meeting

Title

D3 - Adopt Superintendent's Memorandum in Support of Declaration of Emergency and Approve the emergency adoption and implementation of School Board Policy Human Resources Policy 2.02 (Application and Recruitment) to add 2.02E. (Unlawful Employment Practices) and the creation of School board 4.66 (Curriculum and Instruction Required Instruction)

Description

The Florida legislature, on March 10, 2022, passed House Bill 7, which bill was approved by the Governor on April 22, 2022 and was filed with the Secretary of State on April 22, 2022 as Laws of Florida Ch. 2022-72. Said bill added requirements for each school board throughout the State of Florida to amend policies and procedures to further define unlawful employment practices (F.S. 760.10) and delineate both prohibited and required instruction. The requirements of this legislation take effect on July 1, 2022. The School Board Policy amendments and additions set forth herein meet the requirements of the legislation and provide for further definition and implementation by the Superintendent through the establishment of procedures promulgated through his office. The attached Policies, were created to accomplish the legislative requirements by the set deadline. The Superintendent is asking that they be adopted on an emergency basis there is insufficient time to comply with the full adoption process required by Sec. 120.54, Fla. Statutes. Because they meet the definition of a "Rule" they are required to be approved by the School Board prior to implementation. Florida law provides that a Rule adopted by emergency procedures shall not be effective for more than 90 days during which time the School Board may initiate and complete rulemaking to adopt a rule addressing the subject of the emergency rule if it wishes the rule to extend beyond 90 days. This process requires publication of notice of adoption and a public hearing.

Gap Analysis

N/A

Previous Outcomes

N/A

Expected Outcomes

Approval of this item will allow the School Board to implement the Policies while it continues with the formal adoption process for the Policy.

Strategic Plan Goal

Provide FAPE to all students of the free public schools operated by the School Board of Clay County, Florida in compliance with the requirements of the Florida legislature.

Recommendation

Approve the advertisement and notice of public hearing for the attached Policies which have been previously adopted by emergency rulemaking procedures.

Contact

David S. Broskie, Superintendent of Schools; J. Bruce Bickner, School Board Attorney

Financial Impact

Undetermined at this time. It is believed that the approval of the the Policies is necessary to meet the requirements of the legislation described herein.

Review Comments

Attachments

- 🔗 [Policy 2.02E \(H.B.7_ F.S. 760.10 as amended\) \(3\).pdf](#)
- 🔗 [Memorandum of Declaration of Emergency Policies 2022 H.B.7.pdf](#)

DRAFT

2.02 APPLICATION/RECRUITMENT

E. Unlawful Employment Practices

1. Subjecting any individual, as a condition of employment, membership, certification, licensing, credentialing, or passing an examination, to training, instruction, or any other required activity that espouses, promotes, advances, inculcates, or compels such individual to believe any of the following concepts constitutes discrimination based upon race, color, sex or national origin under this section. This section does not replace but merely amplifies the principal of non-discrimination set forth in Section “A” above. The following are examples of specific concepts, attitudes, and/or beliefs which are prohibited as conditions of employment:

a. Members of one race, color, sex, or national origin are morally superior to members of another race, color, sex, or national origin.

b. An individual, by virtue of his or her race, color, sex, or national origin, is inherently racist, sexist, or oppressive, whether consciously or unconsciously.

c. An individual’s moral character or status as either privileged or oppressed is necessarily determined by his or her race, color, sex, or national origin.

d. Members of one race, color, sex, or national origin cannot and should not attempt to treat others without respect to race, color, sex, or national origin.

e. An individual, by virtue of his or her race, color, sex, or national origin, bears responsibility for, or should be discriminated against or receive adverse treatment because of, actions committed in the past by other members of the same race, color, sex, or national origin.

f. An individual, by virtue of his or her race, color, sex, or national origin, should be discriminated against or receive adverse treatment to achieve diversity, equity, or inclusion.

g. An individual, by virtue of his or her race, color, sex, or national origin, bears personal responsibility for and must feel guilt, anguish, or other forms of psychological distress because of actions, in which the individual played no part, committed in the past by other members of the same race, color, sex, or national origin.

h. Such virtues as merit, excellence, hard work, fairness, neutrality, objectivity, and racial colorblindness are racist or sexist, or were created by members of a particular race, color, sex, or national origin to oppress members of another race, color, sex, or national origin.

2. Paragraph 1, including all subparts, may not be construed to prohibit discussion of the concepts listed therein as part of a course of training or instruction, provided such training or instruction is given in an objective manner without endorsement of the concepts.

DRAFT

MEMORANDUM IN SUPPORT OF DECLARATION OF EMERGENCY

WHEREAS, on March 10, 2022, the legislature of the State of Florida passed House Bill 7, which Bill drastically alters the School board’s action requirements with regards to defining District Employment Practices and delineating both prohibited and required student instruction., and

WHEREAS, on April 22, 2022, the Governor of the State of Florida signed the above referenced House Bill, making it law, and

WHEREAS, the laws created by said House Bill take effect on July 1, 2022, and

WHEREAS, there was an expectation that the Florida Department of Education would provide detailed guidance as to how to draft required School Board Policy and implement the requirements of the legislation, and

WHEREAS, the Florida Department of Education has provided no guidance as to how to implement the law, how to define the terms set forth in the law and what school board policy should contain, and

WHEREAS, it is incumbent upon the District School Board’s to craft Policy which will serve to give notice to the public of the prohibited acts and required student instruction established by the legislation, the obligations vis a vis the legislated rights and the valid expectations of the public in relation to those requirements set forth in this legislation, and

WHEREAS, there is insufficient time between April 22, 2022 (date signed by the Governor) and July 1, 2022 to comply with the full adoption process required by Sec. 120.54, *Fla. Stat.*, and

WHEREAS, failure to comply with the requirements of the law will likely subject the District to sanctions which are as of yet undetermined and will profoundly affect the parents, students and employees of the District as well as the citizens of Clay County generally,

NOW, THEREFORE, in consideration of the foregoing, the undersigned states:

1. Conditions set forth above create an immediate danger to the public health, safety and welfare and require immediate emergency action by the School Board and the district to confront and control the danger.

2. School Board policy, in the form of the attached School Board Policies 2.02E “Unlawful Employment Practices” and 4.67, “Prohibition Against Discrimination; Required Instruction” must be adopted in order to comply with the requirements of the newly passed law and to further inform and protect the public, parents, students, and employees of the district from damages, injury and liability exposure for possible violation of citizen’s rights and unintentional failure to protect the welfare of students.

3. Emergency adoption of School Board Policies 2.20E and 4.67 is needed as there is insufficient time to adopt policy through the normal statutory process.

4. The School Board is asked only to take the action necessary to protect the public by adopting School Board Policies 2.20E and 4.67.

5. Procedural safeguards are provided by timely publication of intent to take emergency action, right of the public to be heard concerning this matter, limitation of the School Board's action to only those matters necessary to stem the immediate danger and limitation of the length of time that this emergency action will be effective to no more than ninety (90) days during which time formal adoption of the Reopening Plan pursuant to Sec. 120.54, *Fla. Stat.*, will be pursued.

Respectfully Submitted,

DAVID S. BROSKIE
Superintendent of Schools

Date

Reviewed for Legal Sufficiency

J. BRUCE BICKNER
Attorney for the School Board of Clay County

Date

School Board of Clay County

June 30, 2022 - Regular School Board Meeting

Title

D4 - Approval to Advertise and Notice of Public Hearing to Approve amendment to School Board Human Resources Policy 2.02 (Application and Recruitment) to add 2.02E. (Unlawful Employment Practices) and the creation of School Board 4.66 (Curriculum and Instruction Required Instruction)

Description

The Florida legislature, on March 10, 2022, passed House Bill 7, which bill was approved by the Governor on April 22, 2022 and was filed with the Secretary of State on April 22, 2022 as Laws of Florida Ch. 2022-72. Said bill added requirements for each school board throughout the State of Florida to amend policies and procedures to further define unlawful employment practices (F.S. 760.10) and delineate both prohibited and required instruction. The requirements of this legislation take effect on July 1, 2022. The School Board Policy amendments and additions set forth herein meet the requirements of the legislation and provide for further definition and implementation by the Superintendent through the establishment of procedures promulgated through his office. The attached Policies, created to accomplish the legislative requirements by the set deadline, were adopted on an emergency basis on June 30, 2022 because there was insufficient time to comply with the full adoption process required by Sec. 120.54, Fla. Statutes. Because they meet the definition of a "Rule" they were required to be approved by the School Board prior to implementation. Florida law provides that a Rule adopted by emergency procedures shall not be effective for more than 90 days during which time the School Board may initiate and complete rulemaking to adopt a rule addressing the subject of the emergency rule if it wishes the rule to extend beyond 90 days. This process requires publication of notice of adoption and a public hearing.

Gap Analysis

N/A

Previous Outcomes

N/A

Expected Outcomes

Approval of this item will allow the School Board to advertise the proposed adoption and public hearing of the proposed rules which will then lead to the consideration of passage of the Rules by the School Board after the appropriate public hearing. The Policies/Rules will be advertised, submitted to the public for comment and to the Board for public hearing and consideration in the manner contemplated by the Administrative Procedures Act.

Strategic Plan Goal

Provide FAPE to all students of the free public schools operated by the School Board of Clay County, Florida in compliance with the requirements of the Florida legislature.

Recommendation

Approve the advertisement and notice of public hearing for the attached Policies which have been previously adopted by emergency rulemaking procedures.

Contact

David S. Broskie, Superintendent of Schools; J. Bruce Bickner, School Board Attorney

Financial Impact

Undetermined at this time. It is believed that the approval of the Policies is necessary to meet the requirements of the legislation described herein.

Review Comments

Attachments

📎 [Policy 2.02E \(H.B.7_ F.S. 760.10 as amended\) \(3\).pdf](#)

[Legal Adv Notice of PH SB Policies 2.02E and 4.66.pdf](#)

[PROPOSED Policy 4.66 \(H.B.7_ F.S.\) \(4\) \(3\).docx](#)

DRAFT

2.02 APPLICATION/RECRUITMENT

E. Unlawful Employment Practices

1. Subjecting any individual, as a condition of employment, membership, certification, licensing, credentialing, or passing an examination, to training, instruction, or any other required activity that espouses, promotes, advances, inculcates, or compels such individual to believe any of the following concepts constitutes discrimination based upon race, color, sex or national origin under this section. This section does not replace but merely amplifies the principal of non-discrimination set forth in Section “A” above. The following are examples of specific concepts, attitudes, and/or beliefs which are prohibited as conditions of employment:

- a. Members of one race, color, sex, or national origin are morally superior to members of another race, color, sex, or national origin.
- b. An individual, by virtue of his or her race, color, sex, or national origin, is inherently racist, sexist, or oppressive, whether consciously or unconsciously.
- c. An individual’s moral character or status as either privileged or oppressed is necessarily determined by his or her race, color, sex, or national origin.
- d. Members of one race, color, sex, or national origin cannot and should not attempt to treat others without respect to race, color, sex, or national origin.
- e. An individual, by virtue of his or her race, color, sex, or national origin, bears responsibility for, or should be discriminated against or receive adverse treatment because of, actions committed in the past by other members of the same race, color, sex, or national origin.
- f. An individual, by virtue of his or her race, color, sex, or national origin, should be discriminated against or receive adverse treatment to achieve diversity, equity, or inclusion.

g. An individual, by virtue of his or her race, color, sex, or national origin, bears personal responsibility for and must feel guilt, anguish, or other forms of psychological distress because of actions, in which the individual played no part, committed in the past by other members of the same race, color, sex, or national origin.

h. Such virtues as merit, excellence, hard work, fairness, neutrality, objectivity, and racial colorblindness are racist or sexist, or were created by members of a particular race, color, sex, or national origin to oppress members of another race, color, sex, or national origin.

2. Paragraph 1, including all subparts, may not be construed to prohibit discussion of the concepts listed therein as part of a course of training or instruction, provided such training or instruction is given in an objective manner without endorsement of the concepts.

DRAFT

**SCHOOL BOARD OF CLAY COUNTY, FLORIDA
APPROVAL TO ADVERTISE/NOTICE OF PUBLIC HEARING
TO ADOPT REVISIONS TO SCHOOL BOARD POLICY 2.02 (Application
and Recruitment) TO ADD 2.02E (Unlawful Employment Practices)
AND THE CREATION OF SB POLICY 4.66 (Curriculum and Instruction
Required Instruction)**

Approval to Advertise: The School Board of Clay County, Florida (“the Board”) approves the advertisement of revisions to SB Policy 2.02 (Application and Recruitment) to add 2.02E (Unlawful Employment Practices) and the creation of SB Policy 4.66 (Curriculum and Instruction Required Instruction).

Purpose & Effect: The proposed amendments are intended to simplify, update, and ensure alignment of School Board Policies with state law, federal law, State Board of Education Rules, and other applicable rules and regulations.

Access to Text of Proposed Amendments: The full text of the proposed revisions to SB Policy 2.02E and 4.66 is available for inspection and copying by the public in the Office of the Superintendent for Clay County District Schools, located at 900 Walnut Street, Green Cove Springs, Florida 32043. The full text is also available via the School District’s website at www.oneclay.net under the School Board Meeting Links, School Board Agendas - June 30, 2022. The Superintendent is authorized to correct technical errors in grammar, numbering, section designations, and cross-references as may be necessary to reflect the intention of such Policy amendments.

Rule Making Authority: The Board is authorized to adopt revisions to SB Policy 2.02E and 4.66 under sections 120.54, 1001.31, and 1001.32 of the Florida Statutes.

Laws Implemented: The laws implemented by the above-referenced policy revisions are noted under each section of the Policy.

Person(s) Originating Policy Changes: The proposed policy was originated by the Superintendent and his designee(s) in collaboration with the School Board Attorney.

Public Hearing: The Board intends to formally adopt the revisions to SB Policy 2.02E and 4.66 following a public hearing. ***The public hearing shall be held on Thursday, August 4, 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 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.

June 30, 2022 - Regular School Board Meeting

Title

D5 - Adopt Superintendent’s Memorandum in Support of Declaration of Emergency and Approve the emergency adoption and implementation of School Board Policy 1.15 (Parental Rights and Student Welfare)

Description

The Florida legislature, on March 8, 2022, passed House Bill 1557, which bill was approved by the Governor on March 28, 2022 and was filed with the Secretary of State on March 28, 2022 as Laws of Florida Ch. 2022-22. Said bill added requirements for each school board throughout the State of Florida to amend policies and procedures to further define the fundamental rights of parents of students by requiring notification of parents upon the occurrence of certain conditions, to restrict the adoption of procedures which prohibit school personnel from notifying parents of students in instances in which students mental or physical health or personal wellbeing is at risk or which procedures have the effect of discouraging students to withhold information from their parents. The legislation does provide for withholding information from parents when, in the judgment of the disclosure would result in the neglect, abuse or abandonment of the student by the parent. The legislation prohibits classroom instruction of certain parties on matters of gender orientation or identity, requires standardized training to be provided to school district personnel, requires parental notification of specific healthcare services, requires school districts to obtain written permission prior to administration of healthcare procedures, requires school districts to resolve concerns of parents or to notify parents as to why the concerns were not resolved, allows a parent whose concerns were not resolved to seek a hearing before a special magistrate to resolve the parental concerns through the State Board of Education at the expense of the District and provides for suit by the parents against the District to seek injunctive relief, damages and court costs and attorney’s fees. The requirements of this legislation take effect on July 1, 2022. The School Board Policy additions set forth herein meet the requirements of the legislation and provide for further definition and implementation by the Superintendent through the establishment of procedures promulgated through his office. The attached Policy, was created to accomplish the legislative requirements by the set deadline. The Superintendent is asking that it be adopted on an emergency basis on June 30, 2022 because there was insufficient time to comply with the full adoption process required by Sec. 120.54, Fla. Statutes. Because it meets the definition of a “Rule” it is required to be approved by the School Board prior to implementation. Florida law provides that a Rule adopted by emergency procedures shall not be effective for more than 90 days during which time the School Board may initiate and complete rulemaking to adopt a rule addressing the subject of the emergency rule if it wishes the rule to extend beyond 90 days. This process requires publication of notice of adoption and a public hearing.

Gap Analysis

N/A

Previous Outcomes

N/A

Expected Outcomes

Approval of this item will allow the School Board to implement the Policy while it continues with the formal adoption process for the Policy.

Strategic Plan Goal

Provide FAPE to all students of the free public schools operated by the School Board of Clay County, Florida in compliance with the requirements of the Florida legislature.

Recommendation

Contact

David S. Broskie, Superintendent of Schools; J. Bruce Bickner, School Board Attorney

Financial Impact

Undetermined at this time. It is believed that the approval of the Policy is necessary to meet the requirements of the legislation described herein.

Review Comments

Attachments

- ⌘ [Memorandum of Declaration of Emergency Policies 2022 \(1\).pdf](#)
- ⌘ [Policy for H.B. 1557 \(2022\)and H.B 241 \(2021\) and docx \(1\).docxFINAL.pdf](#)

DRAFT

MEMORANDUM IN SUPPORT OF DECLARATION OF EMERGENCY

WHEREAS, on March 8, 2022, the legislature of the State of Florida passed House Bill 1557, which Bill drastically alters the School board’s action requirements with regards to Parental Rights and Student Welfare., and

WHEREAS, on March28, 2022, the Governor of the State of Florida signed the above referenced House Bill, making it law, and

WHEREAS, the laws created by said House Bill take effect on July 1, 2022, and

WHEREAS, there was an expectation that the Florida Department of Education would provide detailed guidance as to how to draft required School Board Policy and implement the requirements of the legislation, and

WHEREAS, The Florida Department of Education on June 6, 2022 issued,, through the Senior Chancellor , a long awaited “MEMORANDUM” on House Bill 1557 which restated the requirements of the legislation but provided no guidance as to its implementation, and

WHEREAS, the Florida Department of Education has provided no other guidance as to how to implement the law, how to define the terms set forth in the law and what the required school board policy should contain, and

WHEREAS, it is incumbent upon the District School Board’s to craft Policy which will serve to give notice to the public of the rights established by the legislation, the obligations vis a vis the legislated rights and the remedies available to members of the public in relation to ensuring said rights, and

WHEREAS, there is insufficient time between March 28, 2022 (date signed by the Governor) and July 1, 2022 to comply with the full adoption process required by Sec. 120.54, *Fla. Stat.*, and

WHEREAS, failure to comply with the requirements of the law will subject the District to sanctions which are as of yet undetermined and will profoundly affect the parents, students and employees of the District as well as the citizens of Clay County generally,

NOW, THEREFORE, in consideration of the foregoing, the undersigned states:

1. Conditions set forth above create an immediate danger to the public health, safety and welfare and require immediate emergency action by the School Board and the district to confront and control the danger.
2. School Board policy, in the form of the attached School Board Policy 1.15 “Parental Rights and Student Welfare” must be adopted in order to comply with the requirements of the newly passed law and to further inform and protect the public, parents, students, and employees of the district

from damages, injury and liability exposure for possible violation of parental rights and unintentional failure to protect the welfare of students.

3. Emergency adoption of School Board Policy 1.15 is needed as there is insufficient time to adopt policy through the normal statutory process.

4. The School Board is asked only to take the action necessary to protect the public by adopting School Board Policy 1.15.

5. Procedural safeguards are provided by timely publication of intent to take emergency action, right of the public to be heard concerning this matter, limitation of the School Board's action to only those matters necessary to stem the immediate danger and limitation of the length of time that this emergency action will be effective to no more than ninety (90) days during which time formal adoption of the Reopening Plan pursuant to Sec. 120.54, *Fla. Stat.*, will be pursued.

Respectfully Submitted,

DAVID S. BROSKIE
Superintendent of Schools

Date

Reviewed for Legal Sufficiency

J. BRUCE BICKNER
Attorney for the School Board of Clay County

Date

1.15 PARENTAL RIGHTS AND STUDENT WELFARE

A. All parental rights are reserved to the parent of a minor child in this state without obstruction or interference from the School Board or any of its agents, employees, or volunteers. Such parental rights are enumerated in Florida Statutes 1002.20, 1042(8), and 1014.04. Those parental rights listed in 1014.04 include, but are not limited to, all of the following rights of a parent of a minor child enrolled as a student in Clay District Schools:

1. The right to direct the education and care of his or her minor child.
2. The right to direct the upbringing and the moral or religious training of his or her minor child.
3. The right, pursuant to s. 1002.20(2)(b) and (6), to apply to enroll his or her minor child in a public school or, as an alternative to public education, a private school, including a religious school, a home education program, or other available options, as authorized by law.
4. The right, pursuant to s. 1002.20(13), to access and review all school records relating to his or her minor child.
5. The right to make health care decisions for his or her minor child, unless otherwise prohibited by law.
6. The right to access and review all medical records of his or her minor child, unless prohibited by law or if the parent is the subject of an investigation of a crime committed against the minor child and a law enforcement agency or official requests that the information not be released.
7. The right to consent in writing before a biometric scan of his or her minor child is made, shared, or stored.
8. The right to consent in writing before any record of his or her minor child's blood or deoxyribonucleic acid (DNA) is created, stored, or shared, except as required by general law or authorized pursuant to a court order.

9. The right to consent in writing before the state or any of its political subdivisions makes a video or voice recording of his or her minor child unless such recording is made during or as part of a court proceeding or is made as part of a forensic interview in a criminal or Department of Children and Families investigation or is to be used solely for the following purposes:

(a) A safety demonstration, including the maintenance of order and discipline in the common areas of a school or on student transportation vehicles;

(b) A purpose related to a legitimate academic or extracurricular activity;

(c) A purpose related to regular classroom instructions;

(d) Security or surveillance of buildings or grounds; or

(e) A photo identification card.

10. The right to be notified promptly if an employee of the state, any of its political subdivisions, any other governmental entity, or any other institution suspects that a criminal offense has been committed against his or her minor child, unless the incident has first been reported to law enforcement or the Department of Children and Families and notifying the parent would impede the investigation.

B. The parental rights listed in F.S.1001.42(8)(c)1 as set forth in Laws of Florida 2022-22 include, but are not limited to, all of the following rights of a parent of a minor child enrolled as a student in Clay District Schools:

1. School District personnel shall notify a student's parent if there is a change in the student's services or monitoring related to the student's mental, emotional, or physical health or well-being and the school's ability to provide a safe and supportive learning environment for the student.

2. School District personnel are required to encourage a student to discuss issues relating to his or her well-being with his or her parent or to facilitate discussion of the issue with the parent.

3. School district personnel may not discourage or prohibit parental notification of and involvement in critical decisions affecting a student's mental, emotional, or physical health or well-being.

4. School District Policies, Procedures and Student support forms may not prohibit school district personnel from notifying a parent about his or her student's mental, emotional, or physical health or well-being, or a change in related services or monitoring, or that encourage or have the effect of encouraging a student to withhold from a parent such information.

5. The Superintendent of Schools, by and through his designated administrators, shall draft procedures to implement the forgoing policies (1 through 4) by reinforcing the fundamental rights of parents to make decisions regarding the up-bringing and control of their children.

6. Nothing contained in this policy or any procedures drafted to implement this policy shall prohibit School District personnel from adopting procedures that permit school personnel to withhold such information from a parent if a reasonably prudent person would believe that disclosure would result in abuse, abandonment, or neglect, as those terms are defined in s. 39.01 Florida Statutes.

7. Nothing contained in this policy or any procedures drafted to implement this policy shall prohibit, or be construed to prohibit, parents from accessing any of their student's education and health records created, maintained, or used by the school district, as required by s. 1002.22(2).

8. Classroom instruction by school personnel or third parties on sexual orientation or gender identity may not occur in kindergarten through grade 3 or in a manner that is not age-appropriate or developmentally appropriate for students in accordance with state standards.

9. Student support services training developed or provided by a school district to school district personnel must adhere to student services guidelines, standards, and frameworks established by the Department of Education.

10. At the beginning of the school year, the school district shall notify parents of each healthcare service offered at their student's school and the option to withhold consent or decline any specific service. Parental consent to a health care service does not waive the parent's right to access his or her student's

educational or health records or to be notified about a change in his or her student's services or monitoring as provided by this paragraph.

11. Before administering a student well-being questionnaire or health screening form to a student in kindergarten through grade 3, the school district must provide the questionnaire or health screening form to the parent and obtain the permission of the parent to proceed with the administration of the questioning.

12. The Superintendent of Schools, or his designee, shall adopt procedures for a parent to notify the principal, or his or her designee, regarding concerns about the implementation of any part of this entire Policy or its associated procedures at his or her student's school and the process for resolving those concerns within 7 calendar days after notification by the parent.

a. At a minimum, the procedures must require that within 30 days after notification by the parent that the concern remains unresolved, the school district must either resolve the concern or provide a statement of the reasons for not resolving the concern.

b. If a concern is not resolved by the school district, a parent may either:

(1) Request the Commissioner of Education to appoint a special magistrate who is a member of The Florida Bar in good standing and who has at least 5 years' experience in administrative law.

The special magistrate shall determine facts relating to the dispute over the school district policy or procedure/practice, consider information provided by the school district, and render a recommended decision for resolution to the State Board of Education within 30 days after receipt of the request by the parent.

The State Board of Education must approve or reject the recommended decision at its next regularly scheduled meeting that is more than 7 calendar days and no more than 30 days after the date the recommended decision is transmitted.

The costs of the special magistrate shall be borne by the school district.

(2) Bring a legal action against the School Board of Clay County, Florida to obtain a declaratory judgment that the school district procedure/practice violates this Policy and seek injunctive relief.

The court may award damages and shall award reasonable attorney fees and court costs to a parent who receives declaratory or injunctive relief.

c. Each school district shall adopt policies to notify parents of the procedures required under this subparagraph.

d. Nothing contained in this subparagraph shall be construed to abridge or alter rights of action or remedies in equity already existing under the common law or general law.

C. As used in this policy, the term “Parent” shall be defined to include a natural or adopted parent, step-parent, legal guardian, state agency appointed as a child’s guardian or any other individual or entity designated by applicable law as “the parent”.

D. Nothing contained in this Policy or in procedures drafted to implement this Policy, shall require any School District personnel to inform a parent of communications between a student and school personnel if it is determined:

1. That the student, after being encouraged to discuss issues relating to his or her well-being with his or her parent or to facilitate discussion of the issue with the parent, indicates an unwillingness or outright refusal to enter into discussion with his/her parents concerning those matters about which the student communicated with School District personnel, and

2. That there is no change in the student’s services or monitoring related to the student’s mental, emotional, or physical health or well-being and the school’s ability to provide a safe and supportive learning environment for the student, or

3. Information has been disclosed to the School District personnel by the student or other individual(s) which would cause a reasonably prudent person to believe that disclosure of the communicated information to a parent would result in abuse, abandonment, or neglect, as those terms are defined in s. 39.01 Florida Statutes.

References: Florida Statutes 39.01; 1002.42; 1002.20; 1014.04; Laws of Florida 2022-22; Laws of Florida 2021-199;

DRAFT

School Board of Clay County

June 30, 2022 - Regular School Board Meeting

Title

D6 - Approval to Advertise and Notice of Public Hearing to Approve the creation and implementation of School Board Policy 1.15 (Parental Rights and Student Welfare)

Description

The Florida legislature, on March 8, 2022, passed House Bill 1557, which bill was approved by the Governor on March 28, 2022 and was filed with the Secretary of State on March 28, 2022 as Laws of Florida Ch. 2022-22. Said bill added requirements for each school board throughout the State of Florida to amend policies and procedures to further define the fundamental rights of parents of students by requiring notification of parents upon the occurrence of certain conditions, to restrict the adoption of procedures which prohibit school personnel from notifying parents of students in instances in which students mental or physical health or personal wellbeing is at risk or which procedures have the effect of discouraging students to withhold information from their parents. The legislation does provide for withholding information from parents when, in the judgment of the disclosure would result in the neglect, abuse or abandonment of the student by the parent. The legislation prohibits classroom instruction of certain parties on matters of gender orientation or identity, requires standardized training to be provided to school district personnel, requires parental notification of specific healthcare services, requires school districts to obtain written permission prior to administration of healthcare procedures, requires school districts to resolve concerns of parents or to notify parents as to why the concerns were not resolved, allows a parent whose concerns were not resolved to seek a hearing before a special magistrate to resolve the parental concerns through the State Board of Education at the expense of the District and provides for suit by the parents against the District to seek injunctive relief, damages and court costs and attorney's fees. The requirements of this legislation take effect on July 1, 2022. The School Board Policy additions set forth herein meet the requirements of the legislation and provide for further definition and implementation by the Superintendent through the establishment of procedures promulgated through his office. The attached Policy, created to accomplish the legislative requirements by the set deadline, was adopted on an emergency basis on June 30, 2022 because there was insufficient time to comply with the full adoption process required by Sec. 120.54, Fla. Statutes. Because they meet the definition of a "Rule" they were required to be approved by the School Board prior to implementation. Florida law provides that a Rule adopted by emergency procedures shall not be effective for more than 90 days during which time the School Board may initiate and complete rulemaking to adopt a rule addressing the subject of the emergency rule if it wishes the rule to extend beyond 90 days. This process requires publication of notice of adoption and a public hearing.

Gap Analysis

N/A

Previous Outcomes

N/A

Expected Outcomes

Approval of this item will allow the School Board to advertise the proposed adoption and public hearing of the proposed rule which will then lead to the consideration of passage of the Rule by the School Board after the appropriate public hearing. The Policy/Rule will be advertised, submitted to the public for comment and to the Board for public hearing and consideration in the manner contemplated by the Administrative Procedures Act.

Strategic Plan Goal

Provide FAPE to all students of the free public schools operated by the School Board of Clay County, Florida in compliance with the requirements of the Florida legislature.

Recommendation

Approve the advertisement and notice of public hearing for the attached Policy which has been previously adopted by emergency rulemaking procedures.

Contact

David S. Broskie, Superintendent of Schools; J. Bruce Bickner, School Board Attorney

Financial Impact

Undetermined at this time. It is believed that the approval of the Policy is necessary to meet the requirements of the legislation described herein.

Review Comments

Attachments

- ⌚ [Policy for H.B. 1557 \(2022\)and H.B 241 \(2021\) and docx \(1\).docxFINAL.pdf](#)
- ⌚ [Legal Adv Notice of PH SB Policy 1.15.pdf](#)

DRAFT

Policy to meet the demands of F.S. 1014.04 (H.B,241(2021) and H.B.1557

1.15 PARENTAL RIGHTS AND STUDENT WELFARE

A. All parental rights are reserved to the parent of a minor child in this state without obstruction or interference from the School Board or any of its agents, employees, or volunteers. Such parental rights are enumerated in Florida Statutes 1002.20, 1042(8), and 1014.04. Those parental rights listed in 1014.04 include, but are not limited to, all of the following rights of a parent of a minor child enrolled as a student in Clay District Schools:

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2. The right to direct the upbringing and the moral or religious training of his or her minor child.
3. The right, pursuant to s. 1002.20(2)(b) and (6), to apply to enroll his or her minor child in a public school or, as an alternative to public education, a private school, including a religious school, a home education program, or other available options, as authorized by law.
4. The right, pursuant to s. 1002.20(13), to access and review all school records relating to his or her minor child.
5. The right to make health care decisions for his or her minor child, unless otherwise prohibited by law.
6. The right to access and review all medical records of his or her minor child, unless prohibited by law or if the parent is the subject of an investigation of a crime committed against the minor child and a law enforcement agency or official requests that the information not be released.
7. The right to consent in writing before a biometric scan of his or her minor child is made, shared, or stored.
8. The right to consent in writing before any record of his or her minor child's blood or deoxyribonucleic acid (DNA) is created, stored, or shared, except as required by general law or authorized pursuant to a court order.

9. The right to consent in writing before the state or any of its political subdivisions makes a video or voice recording of his or her minor child unless such recording is made during or as part of a court proceeding or is made as part of a forensic interview in a criminal or Department of Children and Families investigation or is to be used solely for the following purposes:

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(b) A purpose related to a legitimate academic or extracurricular activity;

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10. The right to be notified promptly if an employee of the state, any of its political subdivisions, any other governmental entity, or any other institution suspects that a criminal offense has been committed against his or her minor child, unless the incident has first been reported to law enforcement or the Department of Children and Families and notifying the parent would impede the investigation.

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3. School district personnel may not discourage or prohibit parental notification of and involvement in critical decisions affecting a student's mental, emotional, or physical health or well-being.

4. School District Policies, Procedures and Student support forms may not prohibit school district personnel from notifying a parent about his or her student's mental, emotional, or physical health or well-being, or a change in related services or monitoring, or that encourage or have the effect of encouraging a student to withhold from a parent such information.

5. The Superintendent of Schools, by and through his designated administrators, shall draft procedures to implement the forgoing policies (1 through 4) by reinforcing the fundamental rights of parents to make decisions regarding the up-bringing and control of their children.

6. Nothing contained in this policy or any procedures drafted to implement this policy shall prohibit School District personnel from adopting procedures that permit school personnel to withhold such information from a parent if a reasonably prudent person would believe that disclosure would result in abuse, abandonment, or neglect, as those terms are defined in s. 39.01 Florida Statutes.

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educational or health records or to be notified about a change in his or her student's services or monitoring as provided by this paragraph.

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a. At a minimum, the procedures must require that within 30 days after notification by the parent that the concern remains unresolved, the school district must either resolve the concern or provide a statement of the reasons for not resolving the concern.

b. If a concern is not resolved by the school district, a parent may either:

(1) Request the Commissioner of Education to appoint a special magistrate who is a member of The Florida Bar in good standing and who has at least 5 years' experience in administrative law.

The special magistrate shall determine facts relating to the dispute over the school district policy or procedure/practice, consider information provided by the school district, and render a recommended decision for resolution to the State Board of Education within 30 days after receipt of the request by the parent.

The State Board of Education must approve or reject the recommended decision at its next regularly scheduled meeting that is more than 7 calendar days and no more than 30 days after the date the recommended decision is transmitted.

The costs of the special magistrate shall be borne by the school district.

(2) Bring a legal action against the School Board of Clay County, Florida to obtain a declaratory judgment that the school district procedure/practice violates this Policy and seek injunctive relief.

The court may award damages and shall award reasonable attorney fees and court costs to a parent who receives declaratory or injunctive relief.

c. Each school district shall adopt policies to notify parents of the procedures required under this subparagraph.

d. Nothing contained in this subparagraph shall be construed to abridge or alter rights of action or remedies in equity already existing under the common law or general law.

C. As used in this policy, the term “Parent” shall be defined to include a natural or adopted parent, step-parent, legal guardian, state agency appointed as a child’s guardian or any other individual or entity designated by applicable law as “the parent”.

D. Nothing contained in this Policy or in procedures drafted to implement this Policy, shall require any School District personnel to inform a parent of communications between a student and school personnel if it is determined:

1. That the student, after being encouraged to discuss issues relating to his or her well-being with his or her parent or to facilitate discussion of the issue with the parent, indicates an unwillingness or outright refusal to enter into discussion with his/her parents concerning those matters about which the student communicated with School District personnel, and

2. That there is no change in the student’s services or monitoring related to the student’s mental, emotional, or physical health or well-being and the school’s ability to provide a safe and supportive learning environment for the student, or

3. Information has been disclosed to the School District personnel by the student or other individual(s) which would cause a reasonably prudent person to believe that disclosure of the communicated information to a parent would result in abuse, abandonment, or neglect, as those terms are defined in s. 39.01 Florida Statutes.

References: Florida Statutes 39.01; 1002.42; 1002.20; 1014.04; Laws of Florida 2022-22; Laws of Florida 2021-199;

DRAFT

SCHOOL BOARD OF CLAY COUNTY, FLORIDA

APPROVAL TO ADVERTISE/NOTICE OF PUBLIC HEARING TO ADOPT REVISIONS TO SCHOOL BOARD POLICY 1.15 (Parental Rights and Student Welfare)

Approval to Advertise: The School Board of Clay County, Florida (“the Board”) approves the advertisement of revisions to SB Policy 1.15 (Parental Rights and Student Welfare).

Purpose & Effect: The proposed amendments are intended to simplify, update, and ensure alignment of School Board Policies with state law, federal law, State Board of Education Rules, and other applicable rules and regulations.

Access to Text of Proposed Amendments: The full text of the proposed revisions to SB Policy 1.15 is available for inspection and copying by the public in the Office of the Superintendent for Clay County District Schools, located at 900 Walnut Street, Green Cove Springs, Florida 32043. The full text is also available via the School District’s website at www.oneclay.net under the School Board Meeting Links, School Board Agendas - June 30, 2022. The Superintendent is authorized to correct technical errors in grammar, numbering, section designations, and cross-references as may be necessary to reflect the intention of such Policy amendments.

Rule Making Authority: The Board is authorized to adopt revisions to SB Policy 1.15 under sections 120.54, 1001.31, and 1001.32 of the Florida Statutes.

Laws Implemented: The laws implemented by the above-referenced policy revisions are noted under each section of the Policy.

Person(s) Originating Policy Changes: The proposed policy was originated by the Superintendent and his designee(s) in collaboration with the School Board Attorney.

Public Hearing: The Board intends to formally adopt the revisions to SB Policy 1.15 following a public hearing. ***The public hearing shall be held on Thursday, August 4, 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 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.

School Board of Clay County

June 30, 2022 - Regular School Board Meeting

Title

D7 - Human Resources Special Action A

Description

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

Gap Analysis

N/A

Previous Outcomes

N/A

Expected Outcomes

N/A

Strategic Plan Goal

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

Recommendation

Approve the action as presented.

Contact

Brenda G. Troutman, Assistant Superintendent for Human Resources (904) 336 6701 Brenda.Troutman@myoneclay.net

Financial Impact

None

Review Comments

Attachments

June 30, 2022 - Regular School Board Meeting

Title

D8 - Human Resources Special Action B

Description

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

Gap Analysis

N/A

Previous Outcomes

N/A

Expected Outcomes

N/A

Strategic Plan Goal

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

Recommendation

Approve the action as presented.

Contact

Brenda G. Troutman, Assistant Superintendent for Human Resources (904) 336 6701 Brenda.Troutman@myoneclay.net

Financial Impact

None

Review Comments

Attachments

DRAFT