

**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**

**Approval to Advertise:** The School Board of Clay County, Florida (“the Board”) approved, on March 2, 2023, the advertisement of revisions to School Board Manual of Procedures for Media Services & The Handbook of Instructional Materials.

**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](http://www.oneclay.net) under the School Board Meeting Links, School Board Agendas - August 4, 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 following a public hearing. ***The public hearing shall be held on Thursday, April 6, 2023***, during the course of the Board’s regular meeting, which begins ***at 6:00 p.m.*** and takes place in the Boardroom at the Teacher In-service Training Center at Fleming Island High School, 2233 Village Square Parkway, Orange Park, Florida.

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

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