

School Board of Clay County

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

May 5, 2022 - Regular School Board Meeting

Date: May 05 2022 (6:00 p.m.)

Student Showcase (Orange Park Elementary Singing Eagles, Carly Distin (teacher))

Invocation (Dr. David Tarkington, First Baptist Church Orange Park)

Pledge of Allegiance

Call to Order

Recognitions and Awards

- [1. Recognize President's Volunteer Service Award Recipients](#)
- [2. Recognition of Poster Contest Winners by Clay Soil and Water Conservation District](#)

Presenters

School Showcase (Orange Park Elementary, Principal Carole McCullough)

Presentations from the Audience (Public Comment)

Consent Agenda

Superintendent

[3. C1 - Minutes of School Board Workshop on March 29, 2022; Student Discipline Hearings and Regular Meeting on April 7, 2022](#)

- 🔗 [2022 Mar 29 Workshop.pdf](#)
- 🔗 [2022 Apr 7 Student Hearings.pdf \(Confidential\)](#)
- 🔗 [2022 Apr 7 Regular Mtg.pdf](#)

School Board Member

[4. C2 - School Board Member Out-of-County Travel Expenses Estimated to Attend FSBA/FADSS Annual Summer Conference](#)

Human Resources

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

- 🔗 [Personnel Consent Agenda 5.5.2022.pdf](#)

[6. C4 - Renewal of 2022-2023 List of Physicians and Medical Facilities authorized to conduct physical examinations required for certain groups of employees.](#)

[!\[\]\(50ba758255c5d7cec2761495a31c7c80_img.jpg\) Physicians and Facilities Listing 2022-2023.pdf](#)

7. C5 - Salary Schedule - Section I, Table VI - Cafeteria Management

[!\[\]\(3dfb8d66e81160ad61421a3452093d1b_img.jpg\) Salary Schedule Table IV - Cafeteria Management.pdf](#)

Instruction-Academic Services

8. C6 - K-12 Academic Services Out of State and Overnight Student Travel

[!\[\]\(339a16584d5da0f0a3ca4e9ec17bf6a1_img.jpg\) May 2022 - Student Travel.pdf](#)

9. C7 - Amendment to "Cooperative Agreement with the School Board of Clay County and Department of Juvenile Justice."

[!\[\]\(de95854c7ee024cfadc48187bbb781b2_img.jpg\) May 2022 - Amendment to DJJ Agreement.pdf](#)

10. C8 - Agreement between the School Board of Clay County and AMI Kids

[!\[\]\(6059a5aa8b4ca7bb793408023d6c6e42_img.jpg\) May 2022- AMI Kids Contract.pdf](#)

11. C9 - Lexia® LETRS® (Language Essentials for Teachers of Reading and Spelling)

[!\[\]\(6a9b39b98eb945faa14c645ec99e4eaa_img.jpg\) Lexia® LETRS® \(Language Essentials for Teachers of Reading and Spelling\) Contract.pdf](#)

[!\[\]\(9c2e8d1b5bd77cb5c9f83b7a9cff79fd_img.jpg\) LETRSSuiteBrochure_Feb2022.pdf](#)

Instruction-Exceptional Student Education

12. C10 - Proclamation #22-19 to Recognize May as Better Speech and Hearing Month in Clay County

[!\[\]\(f1c5da15572e3e09d343161be98f508d_img.jpg\) Proclamation #22-19 National SLP Day.pdf](#)

Instruction-Climate and Culture

13. C11 - Proclamation of Mental Health Month May 2022

[!\[\]\(83bbbd261710c59db0214aa27b2edc0d_img.jpg\) 2022 mental health awareness month proclamation.pdf](#)

14. C12 - Navigate 360, LLC curriculum to meet requirements set forth under Rule 6A-1.094124, F.A.C.)

[!\[\]\(291e070cef6c4d5e78fefe4696ef53be_img.jpg\) Navigate 360 LLC Curriculum Mental Health and Prevention 22-23.pdf](#)

Business Affairs

15. C13 - Proposed Allocation Changes for 2021-22

16. C14 - Proposed Allocation Changes for 2022-23

[!\[\]\(066cb4a00c9d9f40edb6f87372ec6f08_img.jpg\) 22 23 Allocation Summary - May 5, 2022.pdf](#)

Business Affairs-Accounting

17. C15 - Monthly Financial Reports for March, 2022

[!\[\]\(26cddea01ddf7f002af4ba779c4999ee_img.jpg\) March 2022 Board Monthly Financial Report.pdf](#)

[!\[\]\(b78e2d0769ad682766c36e077fde3d60_img.jpg\) March 2022 Board Monthly Property Report.pdf](#)

[!\[\]\(1adebd97b172010e8ebc985144647a7c_img.jpg\) CONTRACTS 50 Thousand and Greater.xlsx.pdf](#)

18. C16 - Budget Amendment Report for March 31, 2022

[!\[\]\(4a60014e8c124e85ae27c7d200855f3f_img.jpg\) Budget Amendment March 2022.pdf](#)

Business Affairs-Property

19. C17 - Deletion of Certain Items Report - April, 2022

☞ [Deletion Report April 2022.pdf](#)

Business Affairs-Purchasing

20. C18 - BID Renewal

21. C19 - BID to be Awarded

Operations-Facilities

22. C20 - Schematic/Preliminary/Final (Phase I, II, and III) Plans and Specifications for S. Bryan Jennings Elementary School Security Lighting Repair/Replacement

23. C21 - Schematic/Preliminary/Final (Phase I, II, and III) Plans and Specifications for Fleming Island High School Security Lighting Repair/Replacement

24. C22 - Ridgeview High School Restroom Renovations Contract Award

☞ [RHS Restroom Renovation Bid Tab.pdf](#)

☞ [RHS Restroom Renovation Contract.pdf](#)

25. C23 - W. E. Cherry Elementary School Spalling Remediation/Roof Replacement (Building 3 & 4 Reroof) Contract Award

☞ [WEC Spalling Remediation Bid Tab.pdf](#)

☞ [WEC Spalling & Roof Replacement Contract.pdf](#)

26. C24 - Orange Park High School Front Entrance Security Enhancement Contract Award

☞ [OPH Front Entrance Security Enhancement Bid Tab.pdf](#)

☞ [OPH Front Entrance Security Contract.pdf](#)

27. C25 - Middleburg High School Roof Repair/Replacement (Building 1) Contract Award

☞ [MBHS Roof Repair.Replacement Building 1 Bid Tab.pdf](#)

☞ [MHS Roof Replacement Bldg 1 Contract.pdf](#)

28. C26 - Change Order #2 for Middleburg Transportation Fuel System Repair/Replacement

☞ [CO 2 Middleburg Transportation Fuel System.pdf](#)

29. C27 - Approval of the Interlocal Agreement between the School Board of Clay County, Florida and the City of Keystone Heights, Florida for Pecan Street improvements to close Pecan Street

☞ [Contract Review Form - Interlocal with the City of Keystone Hts..pdf](#)

☞ [Interlocal Agreement with the City of Keystone Hts..pdf](#)

30. C28 - Pre-Qualification of Contractors

☞ [Table for Board Backup Contractor Prequal, 5.5.22.pdf](#)

Adoption of Consent Agenda

CCEA Update

CESPA Update

Superintendent's Update and Presentations

Discussion Agenda

Human Resources

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

School Board Attorney Remarks

School Board Member Remarks

Adjournment

DRAFT

School Board of Clay County

May 5, 2022 - Regular School Board Meeting

Title

Recognize President's Volunteer Service Award Recipients

Description

The President's Volunteer Service Award is a prestigious national honor that highlights commitment to serving the community and the nation and requires a minimum of 100 hours of community service within the last year.

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

Recognition only.

Contact

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

Financial Impact

None

Review Comments**Attachments**

School Board of Clay County

May 5, 2022 - Regular School Board Meeting

Title

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

Description

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

Gap Analysis

Previous Outcomes

Expected Outcomes

Strategic Plan Goal

Recommendation

Recognition only.

Contact

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

Financial Impact

None

Review Comments

Attachments

School Board of Clay County

May 5, 2022 - Regular School Board Meeting

Title

C1 - Minutes of School Board Workshop on March 29, 2022; Student Discipline Hearings and Regular Meeting on April 7, 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 Mar 29 Workshop.pdf](#)
- 🔗 [2022 Apr 7 Student Hearings.pdf \(Confidential\)](#)
- 🔗 [2022 Apr 7 Regular Mtg.pdf](#)



School Board of Clay County

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

March 29, 2022 - School Board Workshop

Date: Mar 29 2022 (9:00 a.m.)

Invocation (Ashley Gilhousen)

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 April 7, 2022

[April-7-2022-regular-school-board-meeting_agenda_packet.pdf](#)

Minutes:

Recognitions and Presentations:

- Recognition of State Champion Athletes - no discussion;
- April's School Media Month Video Presentation - no discussion;
- Growing Healthy Smiles Pediatric Dentistry Check Presentation - no discussion;

Consent Agenda:

- C1 Minutes of School Board Workshop on February 22, 2022: Student Discipline Hearings and Regular Meeting on March 3, 2022 - no discussion;
- C2 Proposed Supplement Allocations for 2022-2023 - contains three more supplement allocations than last year's package;
- C3 Reappointments of Instructional and Support Personnel 2022-2023 School Year - no discussion;
- C4 Personnel Consent Agenda - no discussion;
- C5 Appointment of Clay County School Board's CCEA and CESPA Bargaining Team Members for 2022-2023 - no discussion;
- C6 Proclamation #22-13 to Establish May 1 - 7, 2022, as Teacher Appreciation Week in Clay County, and Tuesday, May 3, 2022, as Teacher Appreciation Day - no discussion;
- C7 Proclamation #22-14 to Establish April 24 - 30, 2022, As Administrative Professionals' Week and Wednesday, April 27, 2022 as Administrative Professionals' Day in Clay County - no discussion;
- C8 K-12 Academic Services Out of State and Overnight Student Travel - no discussion;
- C9 2022-23 Florida Youth Challenge Academy Calendar - no discussion;
- C10 Approve for Advertisement of Public Hearing of School Board Policy (NEW) for the Use of Drones in the K-12 Academic Setting - proposed policy will work to embed new guidelines in School Board policy as drone use is increasingly prevalent, particularly in the areas of Career & Technical Education, athletics, and STEM2HUB; Mrs. Clark requested and received verbal confirmation from Mr. Broskie that the district coordinates with Cecil Commerce due to proximity;
- C11 Proclamation #22-15 to Establish April, 2022 as School Library Month in Clay County - no discussion;
- C12 2022-23 Professional Learning Catalog (Master Inservice Plan) - no discussion;
- C13 National Center on Education and the Economy's National Institute for School leadership (NISL) Program Agreement-Adjustment to Number of Participants and Cost - no discussion;
- C14 Proclamation #22-16 National School Nurses Week - no discussion;

- C15 Proclamation #22-17; Month of the Military Child, Purple Up Day April 20, 2022 - no discussion;
- C16 Proposed Allocation Changes for 2021-22 - no discussion;
- C17 Proposed Allocation Changes for 2022-23 - no discussion;
- C18 Monthly Financial Reports for February, 2022 - no discussion;
- C19 Budget Amendment Report for February 28, 2022 - no discussion;
- C20 Renewal of Employee Benefits for 2022-2023 - this renewal will represent two consecutive years with no increase to cost;
- C21 Deletion of Certain Items Report - March, 2022 - no discussion;
- C22 BID Renewal - Mrs. Kerekes inquired re the number of portables currently being utilized and Mr. Broskie advised there are approximately 900 with continuing efforts to reduce that number;
- C23 BID to be Awarded - no discussion;
- C24 Schematic/Preliminary/Final (Phase I, II, and III) Plans and Specifications for Orange Park High School Stadium Repair/Replacement - brief discussion re the timeline of this build and potential use of pieces of old stadium as a fundraising source;
- C25 Pre-Qualification of Contractors - no discussion;

Discussion Agenda:

- D1 Human Resources Special Action A - no discussion;
- D2 Human Resources Special Action B - no discussion;

2. Clay County School Board Plan for Recruitment, Retention, and Support of Instructional Personnel

Board Presentation Recruitment & Teacher Support 2022.pdf

Minutes:

Superintendent Broskie shared the attached visual presentation, outlining a three-pronged approach to teacher recruitment and support. Although this plan is designed to ensure that needed critical instructional positions are filled, the principles apply to the entirety of the CCDS workforce.

1. Recruitment - advertising teaching positions through a variety of sources, attendance at recruiting fairs, hosting recruiting fairs;
2. Teacher Support - alternative certification, areas of new teacher concentration, structure of support, roles and responsibilities of the newly created "Teacher Support Coach" position, comprehensive and aligned teacher supports, and a rollout plan and benefits consistent with increased and varied supports;
3. Compensation/Work Environment - includes increased teacher salary, increased district contributions to employee benefits, COVID-19 leave, substitute plan to address current shortage, and provision of a workforce stabilization bonus.

Board comments included:

- Mrs. Gilhousen pointed out the advantage of being a Floridian when recruiting out-of-state personnel and mentioned the flexibility and freedom reflected in the employment calendar. She also recommended providing interested individuals with clarity regarding the pathway to certification. Mr. Broskie indicated there will be a community information session for those with 4-year degrees, scheduled for April 5, 2022, to provide information on becoming a teacher in Clay County. Mrs. Gilhousen also suggested exploring graduates with an Associate of Arts degree as well as dual enrollment students as substitute position possibilities. Mr. Broskie confirmed that we will continue to be creative in our recruitment strategies.
- Mrs. Clark inquired about reaching out to military bases as retiring personnel may wish to pursue a second career in education. Brenda Troutman, Assistant Superintendent of Human Resources, advised we are supporting the recruitment of military candidates by providing waivers for testing fees.
- Mrs. Bullock shared that, after she earned her Associate of Arts, she was able to arrange her classes to allow substitute teaching, which lead to her decision to become a teacher.
- Mrs. Bolla inquired into the compensation of experienced teachers who assist in mentoring new teachers, and Mr. Broskie advised there is a peer teacher supplement.

3. Discussion of Continuation of One Mill of Ad Valorem Millage Tax for School Security and Operating Expenses

One Mill Continuation Presentation.pdf

Minutes:

Susan Legutko, Assistant Superintendent of Business Affairs, shared the attached visual presentation providing information to assist the Board with evaluating a potential agenda item to approve and adopt a resolution requesting the Board of County Commissioners to place a referendum on the ballot for the continuation of the one mill of ad valorem millage tax for the voters' consideration. Dr. Legutko discussed the history of the current one mill, historical and current utilization of those funds, safety and security school projects completed with this funding, the financial impact of the one mill on Clay County homeowners, the impact on Clay County District Schools if this funding is discontinued, and a suggested timeline to pursue continuation of the one mill. Dr. Legutko requested the Board allow the community the opportunity to decide if they wish to continue this support originally approved in 2018.

Mrs. Gilhousen asked if this item would be appropriately placed for voting on the primary election ballot. Bruce Bickner, School Board Attorney, advised it can be placed on the primary ballot because new legislation that would limit this item to a general election will not be effective until 10/1/2022, subsequent to the primary.

Mrs. Kerekes requested clarification of the role of the Board of County Commissioners re whether they must "approve" or if they serve as a "passthrough" for the resolution. Mr. Bickner advised language re the county commission states we are to "direct" not "ask." Mrs. Bolla advised that the resolution previously passed in 2018 used the language "place" re the request to the BCC to include the resolution on the ballot.

Mrs. Bolla requested and received clarification from Dr. Legutko that the safety and security funding given by the state for students is insufficient to provide for all needed safety measures. The restrictions placed on categorical dollars were discussed as well as the inability to determine future dollars as the budget is presently not signed at the state level and it can not be determined what will occur in future years.

Mrs. Bolla asked for the placement of this item on the April agenda for discussion and to move forward with giving the voters the opportunity to consider the continuation of this financial support. Ballot language reflecting the continuation, **not a new tax**, of the previously approved mill funds, was discussed. Mr. Bickner advised he will need to determine how to fit the required number of characters into the ballot language. Additionally, the funds will need to be shared with charter schools on a pro-rated basis and the referendum must contain an explanation of the distribution and methodology consistent with the requirements of the Florida Statute. He will also need to collaborate with the attorney for the BCC on the ballot language.

Mrs. Clark believes the item may be better placed on the general election ballot to include more voters, and that may be discussed more fully at the board meeting.

Mr. Bickner advised that House Bill 921, currently passed by both Houses but not yet signed by the governor, may require some education re how to approach promoting with education, and it may be advantageous to speak with the charter schools, due to their involvement. Mrs. Kerekes requested the percentage of funding that would be provided to the charter schools, and Dr. Legutko advised it would be approximately 4%, based on rough calculations.

Questions from the Audience (None)

Superintendent Comments (None)

School Board Comments

4. School Board Member Comments

Minutes:

Mrs. Bullock extended appreciation to Laura Fogarty, Director of Climate and Culture, for her participation in and representation of Clay County District Schools at the recent Hammer and Hope event held in Keystone.

Mrs. Kerekes appreciated Sheila Gann, Coordinator of Benefits, for the excellent work she has done for many years as she will soon be retiring.

Adjournment (10:34 a.m.)



School Board of Clay County

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

April 7, 2022 - Regular School Board Meeting

Date: Apr 07 2022 (6:00 p.m.)

Student Showcase (Voyager Chorus Club, Krista Allen (Music Teacher))

Invocation (Chaplain Reese Edwards, Orange Park Medical Center)

Pledge of Allegiance

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

Recognitions and Awards

1. Recognition of State Champion Athletes

[State Champions Recognition .pdf](#)

Minutes:

John Sgromolo, Coordinator of District Athletics, recognized State Champion Athletes as follows:

Clay High School Girls Weightlifting Team (Team State Title - Coach Rodney Keller, Florida Dairy Farmers Coach of the Year)

- Gabrielle Etheridge
- Riley Ledford
- Emma Heck
- Ansley Weseman
- Janiyah Stevens
- Gianna Torres
- Ruthchie Gedeon
- Annalee harbison
- Ansley Lyda
- Kyleigh Lafary
- Kenya Tinajero-Garcia

Individual State Champions:

- Kyleigh Lafary - CHS - Girls Weightlifting
- Janiyah Stevens - CHS - Girls Weightlifting
- Emma Heck - CHS - Girls Weightlifting
- Garrett Tyre - CHS - Boys Wrestling
- Madisyn Blackburn - CHS - Girls Wrestling
- Andrea Smith - OPH - Girls Wrestling
- Tamira Briley - OHS - Girls Weightlifting

Presenters

2. April's School Media Month Video Presentation

Minutes:

Dr. Cynthia Johnson, Supervisor of Instructional Resources, shared a video presentation in recognition of School Media Month and celebration of media specialists.

3. Growing Healthy Smiles Pediatric Dentistry Check Presentation

Minutes:

Makayla Buchanan, Executive Director of Clay Education Foundation was presented with a check in the amount of \$1,000.00 from Dr. Beth Kailes, Growing Healthy Smiles Pediatric Dentistry, in support of early literacy initiatives.

School Showcase (Discovery Oaks Elementary, Principal Tracy McLaughlin)

Presentations from the Audience (Public Comment)

4. Public Comment

Minutes:

Public Speakers:

- Shannon Hube - autism awareness and special education
- Judith Chapple - student screen time in class

Consent Agenda

Superintendent

5. C1 - Minutes of School Board Workshop on February 22, 2022; Student Discipline Hearings and Regular Meeting on March 3, 2022

2022 Feb 22 Workshop.pdf

2022 Mar 3 Student Hearings.pdf (Confidential)

2022 Mar 3 Regular Mtg.pdf

Human Resources

6. C2 - Proposed Supplement Allocations for 2022-2023

Proposed Supplement Allocations 2022-2023 (2).pdf

7. C3 - Reappointments of Instructional and Support Personnel 2022-2023 School Year

Reappointment Document 2022-2023.pdf

8. C4 - Personnel Consent Agenda

Personnel Consent Agenda 4 7 2022.pdf

9. C5 - Appointment of Clay County School Board's CCEA and CESPA Bargaining Team Members for 2022-2023

2022-2023 District Bargaining Team Members (5).pdf

10. C6 - Proclamation #22-13 to Establish May 1 - 7, 2022, as Teacher Appreciation Week in Clay County, and Tuesday, May 3, 2022, as Teacher Appreciation Day

Teacher Appreciation Proclamation 2021-2022.pdf

[11. C7 - Proclamation #22-14 to Establish April 24 - 30, 2022, as Administrative Professionals' Week and Wednesday, April 27, 2022, as Administrative Professionals' Day in Clay County.](#)

[Administrative Professionals Proclamation 2021-2022.pdf](#)

Instruction-Academic Services

[12. C8 - K-12 Academic Services Out of State and Overnight Student Travel](#)

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

[13. C9 - 2022-23 Florida Youth Challenge Academy Calendar](#)

[April 2022 - FLYCA Calendar 2022-2023.pdf](#)

[14. C10 - Approve for Advertisement of Public Hearing of School Board Policy \(NEW\) for the Use of Drones in the K-12 Academic Setting](#)

[Drone Policy 4.65.pdf](#)

[Legal Advertisement of Proposed SB Policy 4.65 DRONES.pdf](#)

Instruction-Instructional Resources

[15. C11 - Proclamation #22-15 to Establish April, 2022 as School Library Month in Clay County](#)

[Proclamation-April-2022-School Library Media Month.pdf](#)

Instruction-Professional Development

[16. C12 - 2022-23 Professional Learning Catalog \(Master In-service Plan\)](#)

[2022-2023 MIP Summary of Changes for Board Agenda April 2022.pdf](#)

[2022 - 2023 CCDS Master In-Service Plan Draft for April 2022 Board Agenda.pdf](#)

[Revised, New, Removed Components for Board Agenda.pdf](#)

[17. C13 - National Center on Education and the Economy's National Institute for School Leadership \(NISL\) Program Agreement-Adjustment to Number of Participants and Cost](#)

[220111 Natl Center on Ed & Econ.pdf](#)

[Executed 220111 Natl Center on Ed & Econ.pdf](#)

Instruction-Climate and Culture

[18. C14 - Proclamation # 22-16 National School Nurse Week](#)

[Nurses Week Proclamation 21-22.pdf](#)

[19. C15 - Proclamation # 22-17: Month of the Military Child, Purple Up Day April 20, 2022](#)

[Month of Military Child Proclamation 22.docx \(1\).pdf](#)

Business Affairs

[20. C16 - Proposed Allocation Changes for 2021-22](#)

[21 22 Allocation Summary - April 7, 2022.pdf](#)

[21. C17 - Proposed Allocation Changes for 2022-23](#)

[22 23 Allocation Summary - April 7, 2022.pdf](#)

Business Affairs-Accounting

[22. C18 - Monthly Financial Reports for February, 2022](#)

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

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

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

[23. C19 - Budget Amendment Report for February 28, 2022](#)

[Budget Amendment February 2022.pdf](#)

Business Affairs-Insurance

[24. C20 - Renewal of Employee Benefits for 2022-2023](#)

[CCDS School Board Workshop Meeting 2022 Renewal.pdf](#)

Business Affairs-Property

[25. C21 - Deletion of Certain Items Report - March, 2022](#)

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

Business Affairs-Purchasing

[26. C22 - BID Renewal](#)

[27. C23 - BID to be Awarded](#)

Operations-Facilities

[28. C24 - Schematic/Preliminary/Final \(Phase I, II, and III\) Plans and Specifications for Orange Park High School Stadium Repair/Replacement](#)

[29. C25 - Pre-Qualification of Contractors](#)

[Table for Board Backup Contractor Prequal, 4.7.22.pdf](#)

Adoption of Consent Agenda

[30. Adoption of Consent Agenda](#)

Motion

Motion to Approve Consent Agenda

Vote Results (Approved)

Motion: Janice Kerekes

Second: Tina Bullock

Janice Kerekes

- Aye

Ashley Gilhousen

- Aye

Mary Bolla

- Aye

Tina Bullock

- Aye

Beth Clark

- Aye

CCEA Update (Victoria Kidwell)

CESPA Update (None)

Superintendent's Update and Presentations

[31. Superintendent's Update](#)

[SB Superintendent's Update 4-7-2022 \(1\).pdf](#) Page 14 of 335

Minutes:

Superintendent Broskie used the attached visual presentation highlighting the following:

- Climate Survey Awards
- Controlled Open Enrollment
- State Testing Calendar
- April Celebrations
- School of the Month

Discussion Agenda

School Board Member

32. D1 - Consider for Approval an Adoption of a Resolution by the School Board requesting the Board of County Commissioners of Clay County, Florida to place a referendum on the ballot for the August 23, 2022 primary election for the continuation of an additional one (1) mill of ad valorem millage tax. (Mrs. Bolla)

[NOTICE OF REFERENDUM RE MILLAGE 2022 \(2\)\(1\).pdf](#)

[RESOLUTION-AD VALOREM TAX-2022 \(1\)\(1\).pdf](#)

[Board Approved Notice of Referendum re Millage 2022.pdf](#)

[Board Approved Resolution-Ad Valorem Tax.pdf](#)

Minutes:

Chair Bolla introduced this item for a motion. Mrs. Kerekes moved approval of this item as presented, seconded by Mrs. Bullock, for purposes of discussion.

Mrs. Clark stated she believes this item is better placed on the general election ballot due to the greater voter participation in that election vs the primary election. She understands the funding provided by the state is insufficient, but she has concerns with the writing of the ballot and wants transparency re the destination of the millage dollars.

Mrs. Kerekes advised that the ballot wording targeting funds for safety, security, and operating expenses is the same as what was used on the initial ballot four years ago. Because this ballot item seeks a continuation of the current one mill, she supports the currently stated wording as it reflects previous wording and supports the item placed on the primary election ballot.

Mrs. Bullock also supports the item being placed on the August (primary) election ballot. She pointed out that a large portion of the funding was used for the hardening of schools and pointed out that many of these security items being utilized currently, periodically replaced, and needed for future schools have increased significantly in cost and supports the option for the continuation of this tax being extended to the voters. Also appreciated is the positive impact the school resource officers have on students that extends beyond safety.

Mrs. Gilhousen understands that this is a continuation of an existing tax but is concerned with the current economy and struggles faced by families already paying more taxes on homes. She supports this being placed on the election that historically has the largest electorate turnout, the general election. New state legislation, effective 10/1/22, would limit this item to the general election and she wishes to support the intent of that law and ensure the public is treated fairly by soliciting the largest amount of voter input.

Mrs. Bolla indicated the item was placed on the primary ballot previously because that ballot is much briefer but she agrees the election turnout is greater during November elections and is open to placing this on the general election for the public's consideration. Appreciation was extended to Dr. Legutko for her presentation outlining how the millage has been expended for public transparency. Mrs. Bolla also discussed the limitation of words in the ballot title and summary and the need to be concise while still providing as much detail and transparency as allowed. Minor changes to the ballot wording were discussed and Bruce Bickner, School Board Attorney, will ensure those changes are made.

Further board member discussion resulted in a consensus for this referendum to be placed on the general election ballot in November. Mrs. Kerekes amended her original motion to approve the resolution with the change of the date from August (primary election) to November (general election). Mrs. Bullock seconded that motion, initiating the vote.

Motion

Motion to Approve the Adoption of a Resolution by the School Board requesting the Board of County Commissioners of Clay County, Florida to place a referendum on the ballot for November 8, 2022 general election for the continuation of an additional one (1) mill of ad valorem millage tax

Vote Results (Approved)

Motion: Janice Kerekes

Second: Tina Bullock

Janice Kerekes

- Aye

Ashley Gilhousen

- Aye

Mary Bolla

- Aye

Tina Bullock

- Aye

Beth Clark

- Aye

Human Resources

33. D2 - Human Resources Special Action A

Special Action A 4.7.2022.pdf (Confidential)

Motion

Motion to Approve Human Resources Special Action A

Vote Results (Approved)

Motion: Ashley Gilhousen

Second: Janice Kerekes

Janice Kerekes

- Aye

Ashley Gilhousen

- Aye

Mary Bolla

- Aye

Tina Bullock

- Aye

Beth Clark

- Aye

34. D3 - Human Resources Special Action B

Minutes:

There was no Human Resources Special Action B.

School Board Attorney Remarks (None)

School Board Member Remarks

35. School Board Member Comments

Minutes:

Mrs. Clark extended appreciation to Governor DeSantis for all that he has done, including the important Parents Bill of Rights.

Mrs. Kerekes appreciated the artistic and musical talents of Oakleaf High students, the Secondary All County Arts Show, and the FFA students and their livestock exhibitions. She also extended thanks to fellow board members for working collaboratively.

Mrs. Bullock appreciated the phenomenal work of students participating in the Secondary All County Arts Show. She noted the ribbon-cutting ceremony at Middleburg High for the new track and its safety fencing. She also recognized

Caleb Moncrief, Keystone Heights High, as being one of 24 students in the state to an awarded recipient of the Florida Dairy Farmers Academic All-State Team scholarship funds that can be used towards his Harvard acceptance. Recognition for the contributions of assistant principals was also expressed.

Mrs. Gilhousen congratulated the impressive accomplishment of Clay High athletes and all schools' athletic representation at the state level. Encouragement was given to teachers as they are currently facing the added challenges of standardized testing of students.

Mrs. Bolla appreciated the customer-oriented approach of Superintendent Broskie as well as the varied backgrounds of those in the school system, extending well wishes to the varied diverse cultures celebrated during the month of April. She also extended gratitude to teachers and administrative personnel as they will be recognized during their designated upcoming weeks.

Adjournment (7:44 p.m.)

Superintendent of Schools

School Board Chair

DRAFT

School Board of Clay County

May 5, 2022 - Regular School Board Meeting

Title

C2 - School Board Member Out-of-County Travel Expenses Estimated to Attend FSBA/FADSS Annual Summer Conference

Description

Reimbursement of travel expenses for school board members is addressed in Florida Statutes 112.061, 1001.39 and the rules of the State Board of Education. Specifically, F.S. 1001.39 reads, "... any travel outside of the district that exceeds \$500 requires prior approval by the district school board to confirm that such travel is for official business of the school district and complies with rules of the State Board of Education. Any request for travel outside the state must include an itemized list detailing all anticipated travel expenses, including, but not limited to, the anticipated costs of all means of travel, lodging, and subsistence. Immediately preceding a request, the public must have an opportunity to speak on the specific travel agenda item."

School Board members typically attend two in-state conferences yearly that are sponsored by the Florida School Boards Association. In addition, periodic technical assistance is provided throughout the fiscal year for all Board members. Currently, there is no planned out-of-state travel.

Estimated costs below include registration fees, lodging, meals, mileage, and other incidental expenses.

Estimated Travel Expenses To Attend FSBA/FADSS Annual Summer Conference

Date/Conference	Board Members Attending	Location	Purpose	Estimated Cost
June 2022 FADSS/FSBA Annual Joint Summer Conference	Bolla, Bullock, Gilhousen, Kerekes, Clark	Tampa FL	Official Business of the District	\$5,500

Gap Analysis

Professional development provides valuable leadership training for school board members. The majority of the training, but not necessarily all training, is provided through the Board's professional organization, Florida School Boards Association. Training includes yearly legislative updates on issues important to school systems in Florida as well as other important topics that impact public education.

Previous Outcomes

Board members have attended training and conferences in the past and gained valuable insight on education issues.

Expected Outcomes

Board members will continue to attend upcoming trainings and conferences and gain valuable insight on education issues.

Strategic Plan Goal

2.4 Ensure effective and efficient use of resources for fiscal stability.

Recommendation

Recommend approval

Contact

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

Financial Impact

\$5,500.00 (This is a rough estimate with the assumption that all five board members would have the opportunity to attend.)

Review Comments

DRAFT

School Board of Clay County

May 5, 2022 - Regular School Board Meeting

Title

C3 - 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 5.5.2022.pdf](#)

DIVISION OF HUMAN RESOURCES
PERSONNEL CONSENT AGENDA
May 5, 2022
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I. Administrative Actions**A. APPOINTMENT**

<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
HAYES, MATTHEW DAVID AREA MANAGER, TRANSPORTATION 12 MONTH	Transportation	Effective 2022-04-25 12 MONTH / Annual

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

<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
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I. Administrative Actions**C. RE-DESIGNATION**

<u>Name/Assignment</u>	<u>Site</u>	<u>Previous Assignments</u>
ANDERSON, CLAYTON BOND MNT DIRECTOR, MAINTENANCE 12 MONTH	Division of Support Svcs	Effective 2022-04-01 / redesignated from / MNT SUPV MNT TECH/GEN / 12 MONTH
BROWN, JASON EDWARD TRN SUPV TRANSPORTATION 12 MONTH	Transportation	Effective 2022-04-05 / redesignated from / AREA MANAGER, TRANSPORTATION / 12 MONTH
LARSON, MICHELLE MARIE BAF SUPERVISOR PAYROLL ACT 12 MONTH	Business Affairs	Effective 2022-04-11 / redesignated from / BAF COOR ACCOUNTING / 12 MONTH

I. Administrative Actions**D. TRANSFER**

<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
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I. Administrative Actions**E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT**

<u>Name/Assignment</u>	<u>Site</u>	<u>Effective/Action</u>
HAYES, MATTHEW DAVID GCJ TEACHER, SCIENCE, JH 10 MONTH	Transportation	Effective 2022-04-22 RESIGNATION
TUCKER, JANICE ELAINE OPJ ASST PRINCIPAL JH 12 MO 12 MONTH	Orange Park Jr High	Effective 2022-06-30 RETIREMENT

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I. Administrative Actions**F. SUPPLEMENT**

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

A. APPOINTMENT

<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
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I. Administrative Actions**B. RE-APPOINTMENT**

<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
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I. Administrative Actions**C. RE-DESIGNATION**

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

<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
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I. Administrative Actions**E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT**

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

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

A. Administrative - Approve the following job descriptions:

NEW:

O-1.4.30 Area Manager

There is a need to revise the current area manager job description (required qualifications). Currently, with our extreme shortage of staff, we are requesting that the CDL requirement be changed to read that the applicant should either have their CDL or obtain their CDL within the first 6 months of employment. Our pool of qualified applicants do not currently have their CDL license. Once the employee is onboarded with Transportation we can have them attend our weekly CDL training to obtain their CDL license. This will also allow our Area Manager applicants the opportunity to gain a broad understanding of our training process.

Job Locator: O-1.4.30
Title: Area Manager
Position Grade: Coordinator IV
Evaluated By: Supervisor of Transportation Services

Job Description:

The Area Manager is responsible for conducting various technical and administrative duties in supporting daily transportation activities. Responding to complaints and inquiries from the public, tracking and monitoring route efficiency. Manages transportation employees in the assigned area of responsibility.

Responsibilities and duties of this position include:

1. Supervise school bus drivers and monitors within the assigned area.
2. Attend parent conferences at schools, addressing students, drivers, and monitors issues.
3. Responsible for receiving and taking appropriate action on complaints, issues or concerns from drivers and monitors.
4. Perform driver and monitor yearly observations.
5. Assist with driver and monitor yearly evaluations.
6. Work in conjunction with the Transportation Team on accurately updating the Florida Department of Education required documentation. (DMV, DOT physical, etc)
7. Be knowledgeable of County, State and/or Federal laws and Department of Education rules and regulations pertaining to pupil transportation.
8. Assist in the investigation of school bus accidents.
9. Perform all other duties that may be assigned by the Operations Supervisor of Transportation or the Director of Transportation.
10. Drives bus when needed to ensure transportation coverage of students.

Required Qualifications:

1. Graduate from an accredited college or university with an Associates Degree or five (5) years experience in Transportation Management
2. Must have a safe driving history prior to employment. Safe driving history shall be interpreted as follows: On a record search, no accumulation of points totaling 8 or more in any 12-month period within the three (3) years immediately preceding the record search; and no conviction for DUI within the seven (7) years immediately preceding the record search. A no-contest plea shall be considered the same as a conviction.
3. Must maintain a safe driving record during employment.
4. Must have the ability to work in harmony with other School Board employees and the general public.

5. Must be skilled in written and oral communications.
6. Must possess outstanding people skills.
7. Must successfully have or obtain a valid Florida Class B Commercial Driver's License with Air Brakes, Passenger (P) and School Bus (S) Endorsements appropriate for the vehicle/equipment assigned, and any other Florida License as required within the first 6 months of employment.
8. Possess previous supervisory or leadership experience.

Desired Qualifications:

1. Graduate from an accredited college or university with a Bachelor's Degree.

Approved: 2/19/2004

Revised: 01/20/2005

Revised: 11/16/2010

Revised: 02/10/2014

Revised: 01/07/2021

Revised: 05/05/2022

III. Instructional Actions

A. APPOINTMENT

<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
BELL, SHANA KAY CEB TEACHER, SC, SIXTH GR 10 MONTH	Charles E. Bennett Elementary	Effective 2022-04-14 10 MONTH / interim
CASTELLANO, CAMILLE MARIE AES COUNSELOR, ELEM 10 MONTH	Argyle Elementary	Effective 2022-03-21 10 MONTH / interim
DECHMAN, JANET ELISE CHE TEACHER, VE/INCLUSION 10 MONTH	Clay Hill Elementary	Effective 2022-04-05 10 MONTH / interim
DURANT, ROJINA CELESTE OPJ TEACHER, SUPP FACIL 10 MONTH	Orange Park Jr High	Effective 2022-03-22 10 MONTH / interim
HAMILTON, ILLISA JENNIFER OVE VE SELF-CONTAINED-IND 10 MONTH	Oakleaf Village Elementary	Effective 2022-03-22 10 MONTH / interim
JEFFRIES, AMBER LYNNE DOE TEACHER, SC, SIXTH GR 10 MONTH	Discovery Oaks Elementary	Effective 2022-04-06 10 MONTH / interim
LEDIX, GUITO OPJ TEACHER, MATHEMATICS, JH 10 MONTH	Orange Park Jr High	Effective 2022-04-12 10 MONTH / interim
MCCALL JR, ALLEN RHS TEACHER, VE SELF- CONTAINED 10 MONTH	Ridgeview High School	Effective 2022-04-04 10 MONTH / interim
MICHAELS, MELISSA DAWN OPJ TEACHER, LANGUAGE ARTS, JH 10 MONTH	Orange Park Jr High	Effective 2022-04-06 10 MONTH / interim
MOORE, MARTINA SHAWNTAE OHS TEACHER, SOC STUD, SH 10 MONTH	Oakleaf High School	Effective 2022-04-11 10 MONTH / interim
SEXTON, AMELIA FAITH FIH TEACHER, FOREIGN LANG, SH 10 MONTH	Fleming Island High School	Effective 2022-04-11 10 MONTH / interim
WINDHAM, JORDAN PAIGE OHS TEACHER, SUPP FACIL 10 MONTH	Oakleaf High School	Effective 2022-04-04 10 MONTH / interim

III. Instructional Actions**B. RE-APPOINTMENT**

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

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

<u>Name/Assignment</u>	<u>Site</u>	<u>Effective/Action</u>
ALTMAN, HOWARD JONAP FIH TEACHER, MATHEMATICS, SR 10 MONTH	Fleming Island High School	Effective 2022-05-31 RETIREMENT
ANDERSON, COURTNEY NICOLE INSTRUCTIONAL - CWL 10 MO LNG TRM	COUNTY-WIDE LEAVE	Effective 2022-03-09 RESIGNATION
BAILES, TINA RAE WJH TEACHER, LANGUAGE ARTS, JH 10 MONTH	Wilkinson Jr High	Effective 2022-05-31 RESIGNATION
BALLARD, MEGAN ELIZABETH SPC TEACHER, SC, FIRST GR 10 MONTH	Swimming Pen Creek Elem	Effective 2022-04-08 RESIGNATION
BEASLEY, BYANCA M STS SCHOOL SOCIAL WORKER 11 MO 11 MONTH	CLIMATE AND CULTURE	Effective 2022-06-14 RESIGNATION
BERARDI, TERESA LYNN WJH TEACHER, LANGUAGE ARTS, JH 10 MONTH	Wilkinson Jr High	Effective 2022-05-31 RESIGNATION
BROWN, DEWAYNE CHARLES OPH TEACHER, VE/INCLUSION 10 MONTH	Orange Park High	Effective 2022-05-31 RESIGNATION
BROWN, JENNA MARIE CHE TEACHER, PRE-KDG ESE 10 MONTH	Clay Hill Elementary	Effective 2022-05-31 RESIGNATION
BRYAN, JANICE C TBE TEACHER, SC, SIXTH GR 10 MONTH	Thunderbolt Elementary	Effective 2022-05-31 RETIREMENT
BUJOLD, JAMES CHAUNCEY INSTRUCTIONAL - CWL 10 MO LNG TRM	COUNTY-WIDE LEAVE	Effective 2022-05-31 RESIGNATION
BUJOLD, KAREN MARGUERITT INSTRUCTIONAL - CWL 10 MO LNG TRM	COUNTY-WIDE LEAVE	Effective 2022-05-31 RESIGNATION
CARSON, GLORIA JEAN MHS TEACHER, HEALTH SCIENCE ED 10 MONTH	Middleburg High	Effective 2022-05-31 RETIREMENT
CARSON, MICHAEL TIMOTH MHS TEACHER, TECHNOLOGY ED 10 MONTH	Middleburg High	Effective 2022-05-31 RESIGNATION
COTTRILL, KIMBERLY ANN CHS TEACHER, HEALTH SCIENCE ED 10 MONTH	Clay High	Effective 2022-05-31 RESIGNATION
CREEL, STANLEY HARRISON GCJ TEACHER, READING, JH LNG TRM	Green Cove Springs Junior High	Effective 2022-03-04 CONCLUDE EMPLOYMENT
DAVIS, GINA B K12 CURR SPEC 11 MO 11 MONTH	K-12 Academic Services	Effective 2022-06-14 RETIREMENT
0.4 DOWLING, MARGARET D	Wilkinson Elementary	Effective 2022-05-24

III. Instructional Actions

E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

<u>Name/Assignment</u>	<u>Site</u>	<u>Effective/Action</u>
WES TEACHER, TITLE I, ELEM SPECIAL		RESIGNATION
ESPINOSA, CYNTHIA TBE VE SELF-CONTAINED-IND 10 MONTH	Thunderbolt Elementary	Effective 2022-05-31 RESIGNATION
EVANS, MONIQUE KRISTIN TBE TEACHER, SC, SIXTH GR 10 MONTH	Thunderbolt Elementary	Effective 2022-05-31 RESIGNATION
FITZSIMMONS, MARY R MCE TEACHER, SC, FOURTH GR 10 MONTH	Montclair Elementary	Effective 2022-05-31 RETIREMENT
GREENE, TRACY NICHELLE OHS COUNSELOR, SH 11 MO 11 MONTH	Oakleaf High School	Effective 2022-04-12 RESIGNATION
HARRIS, HEIDI MERTEL DOE TEACHER, SC, KINDERGARTEN 10 MONTH	Discovery Oaks Elementary	Effective 2022-05-31 RESIGNATION
HAYES, MATTHEW DAVID GCJ TEACHER, SCIENCE, JH 10 MONTH	Green Cove Springs Junior High	Effective 2022-04-22 RESIGNATION
HOLBERT, JULIANNA HOPE TES TEACHER, SC, FIRST GR 10 MONTH	Tynes Elementary	Effective 2022-05-31 RESIGNATION
HOUSTON, TWILA J SLE MEDIA SPECIALIST, ELEM 10 MONTH	Shadowlawn Elementary	Effective 2022-05-31 RETIREMENT
JOHNSON, GLADYS EILEEN PYA MRE TEACHER, PRE-KDG ESE 10 MONTH	Mcrae Elementary	Effective 2022-05-31 RETIREMENT
JONES, LEISA ELIZABETH INSTRUCTIONAL - CWL 10 MO LNG TRM	COUNTY-WIDE LEAVE	Effective 2022-05-31 RESIGNATION
KING, LOGAN J OHS TEACHER, FOREIGN LANG, SH 10 MONTH	Oakleaf High School	Effective 2022-05-18 RESIGNATION
KLEZMER, CHRISTIE BARBARA ROE TEACHER, SC, KINDERGARTEN 10 MONTH	Rideout Elementary	Effective 2022-05-31 RESIGNATION
KNABB, ELIZABETH M KHE TEACHER, SC, FIFTH GR 10 MONTH	Keystone Heights Elementary	Effective 2022-05-31 RETIREMENT
LANG, CAROL JOYCE KHE TEACHER, SC, THIRD GR 10 MONTH	Keystone Heights Elementary	Effective 2022-05-31 RETIREMENT
MACDONALD, GINA M RVE VE SELF-CONTAINED-IND 10 MONTH	Ridgeview Elementary	Effective 2022-05-31 RETIREMENT
MARTINEZ DIAZ, DINORAH OHS TEACHER, FOREIGN LANG, SH 10 MONTH	Oakleaf High School	Effective 2022-04-01 RESIGNATION

III. Instructional Actions

E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

	Name/Assignment	Site	Effective/Action
0.9	MCCALL JR, ALLEN RHS BEHAVIORAL HEALTH ASST 9 MON SU	Ridgeview High School	Effective 2022-04-01 RESIGNATION
	MOORE, MARTINA SHAWNTAE OHS SCHOOL SECRETARY/ST SER 12 MO SU	Oakleaf High School	Effective 2022-04-08 RESIGNATION
	MORGAN, CECILIA LACE WES TEACHER, SC, FIFTH GR 10 MONTH	Wilkinson Elementary	Effective 2022-05-31 RESIGNATION
	MORGAN, MELINDA SUE CEB TEACHER, CURRICULUM COACH 10 MONTH	Charles E. Bennett Elementary	Effective 2022-04-06 RETIREMENT
	O RENICK, ANNE MARIE GCJ TEACHER, GIFTED 10 MONTH	Green Cove Springs Junior High	Effective 2022-05-31 RESIGNATION
	PERONTO, RAMONA S WJH TEACHER, MUSIC, JH 10 MONTH	Wilkinson Jr High	Effective 2022-05-31 RETIREMENT
	RACE, SARAH LEE NELL OHS TEACHER, SOC STUD, SH 10 MONTH	Oakleaf High School	Effective 2022-04-07 RESIGNATION
	RALEIGH, LAURIE MARIE LAJ TEACHER, MATHEMATICS, JH 10 MONTH	Lake Asbury Junior High School	Effective 2022-05-31 RESIGNATION
	RAMOS, JANICE L MHS TEACHER, HEALTH SCIENCE ED 10 MONTH	Middleburg High	Effective 2022-05-31 RETIREMENT
	RODERICK, RORY G OHS TEACHER, SCIENCE, SH 10 MONTH	Oakleaf High School	Effective 2022-05-31 RESIGNATION
	SALMONS, LINDSEY M ESE BEHAVIOR SITE COACH 10 MONTH	Exceptional Student Education	Effective 2022-04-29 RESIGNATION
	SCHWERTFAGER, TAMISHA HOLMES INSTRUCTIONAL - CWL 10 MO LNG TRM	COUNTY-WIDE LEAVE	Effective 2022-05-31 RESIGNATION
	SHINKLE, SUSAN MARIKATHER INSTRUCTIONAL - CWL 10 MO LNG TRM	COUNTY-WIDE LEAVE	Effective 2022-05-31 RESIGNATION
	SMITH, AMY JO CHE TEACHER, PRE-KDG ESE 10 MONTH	Clay Hill Elementary	Effective 2022-05-31 RESIGNATION
	SMITH, KAYLEE GRAY MRE TEACHER, SC, FIFTH GR 10 MONTH	Mcrae Elementary	Effective 2022-05-31 RESIGNATION
	STUARD, KYLE ANTHONY OHS TEACHER, LANGUAGE ARTS, SH 10 MONTH	Oakleaf High School	Effective 2022-05-31 RESIGNATION
	SYKES, MARY TORODE MHS COUNSELOR, SH 11 MO	Middleburg High	Effective 2022-06-14 RESIGNATION

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

<u>Name/Assignment</u>	<u>Site</u>	<u>Effective/Action</u>
11 MONTH THOMPSON, ROBERT E CHS TEACHER, PHYSICAL ED SH	Clay High	Effective 2022-05-31 RETIREMENT
10 MONTH TOUCHTON, TYLER D AES TEACHER, SC, FOURTH GR	Argyle Elementary	Effective 2022-05-31 RESIGNATION
10 MONTH TURLEY, XAVIER ALEXIS WJH TEACHER, READING, JH	Wilkinson Jr High	Effective 2022-05-31 RESIGNATION
VINSON, LINDA JOYCE ESE CURR SPEC 11 MO 11 MONTH	Exceptional Student Education	Effective 2022-06-14 RETIREMENT
WATERS, ANN K MRE TEACHER, SC, FOURTH GR 10 MONTH	Mcrae Elementary	Effective 2022-05-31 RESIGNATION

III. Instructional Actions

F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
0.5	ADAMS II, STEPHEN DOUGLAS OHS BASEBALL ASST SH SUPPLEME	Oakleaf High School	Appointment
0.5	ADKISON, KAREY ELIZABETH DIS DEPT HD (3-5) SUPPLEME	Doctors Inlet Elementary	Resignation
0.5	ALLEN, LISA L CGE DEPT HD (3-5) SUPPLEME	Coppergate Elementary	Appointment
	BALLARD, MEGAN ELIZABETH SPC DEPT HD (3-5) SUPPLEME	Swimming Pen Creek Elem	Resignation
	BALLARD, MEGAN ELIZABETH SPC SAFETY PATROL SUPPLEME	Swimming Pen Creek Elem	Resignation
0.5	COURSEY, ALMA SEVILLA DIS DEPT HD (3-5) SUPPLEME	Doctors Inlet Elementary	Appointment
	CROSS, KASSIDY A OHS SOFTBALL FP ASST SH SUPPLEME	Oakleaf High School	Appointment
	EATON, SAMANTHA JO WJH FOOTBALL ASST JH 25% SUPPLEME	Wilkinson Jr High	Resignation
	EMLANO, NOEMIE IBAY AES ELEM PERF/PROD SUPPLEME	Argyle Elementary	Appointment
	FOGLE, LEAH MICHELLE GCJ TRACK HD JH SUPPLEME	Green Cove Springs Junior High	Appointment
	GRACIA, ALEXIS L OHS TRACK HD SH SUPPLEME	Oakleaf High School	Appointment
	GRACIA, STANLEY OHS TRACK ASST SH SUPPLEME	Oakleaf High School	Appointment
0.5	GRANT, COLBY ALEXANDER OPH TRACK ASST SH SUPPLEME	Orange Park High	Appointment
	GRIER, JORDAE CORNELL LAJ FOOTBALL ASST JH 25% SUPPLEME	Mcrae Elementary	Resignation
0.5	LONGO, MICHELE MARIE DOE ESE INTERVENTION FAC. SUPPLEME	Discovery Oaks Elementary	Appointment
	MACKIN, TIMOTHY SHAWN OPH FOOTBALL ASST HS 25% SUPPLEME	Orange Park High	Resignation
	MARTIN, CRAIG EDWARD OPH TRACK ASST SH SUPPLEME	Orange Park High	Appointment
	MILLER, TRACI MICHELLE AES ESE INTERVENTION FAC. SUPPLEME	Argyle Elementary	Appointment
0.5	MOSS, MCKENZIE ERIN CGE DEPT HD (3-5)	Coppergate Elementary	Appointment

III. Instructional Actions

F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	SUPPLEME		
0.5	PATTON, NICOLE MARIA LAJ DEPT HEAD (6-10) SUPPLEME	Lake Asbury Junior High School	Appointment
	ROJESKI, RYAN S OHS TRACK ASST SH SUPPLEME	Oakleaf High School	Appointment
	SMITH, JASON OPH FOOTBALL ASST HS 25% SUPPLEME	Ridgeview High School	Resignation
0.5	SMITH, SHERMAN C OPH TRACK ASST SH SUPPLEME	Orange Park High	Appointment
	STUARD, KYLE ANTHONY OHS STUDENT COUNCIL SH SUPPLEME	Oakleaf High School	Resignation
	THOMPSON SR, DEMETRIUS L WJH FOOTBALL ASST JH 25% SUPPLEME	Wilkinson Jr High	Appointment
	WALLACE II, JOEL T OPH CROSS COUNTRY HD SH SUPPLEME	Orange Park High	Appointment
	WALLACE II, JOEL T OPH TRACK HD SH SUPPLEME	Orange Park High	Appointment
	WEINER, SUE ELLEN KHE DEPT HEAD (6-10) SUPPLEME	Keystone Heights Elementary	Appointment

III. INSTRUCTIONAL ACTIONS 2021-2022

G. PENDING APPOINTMENTS

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

DRAFT

III. INSTRUCTIONAL ACTIONS 2021-2022

H. OUT OF FIELD

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

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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>
	ADAMS, JODI LYNN LAJ TEACHER, VE/INCLUSION 10 MONTH	Lake Asbury Junior High School	10 MONTH / Annual
0.6	ALFANO, MEGAN RENEE DEAN-JH 10 MONTH	Lake Asbury Junior High School	10 MONTH / Annual
	ALLISON, ARTHUR GRAHAM DEAN-JH 10 MONTH	Orange Park Jr High	10 MONTH / Annual
	ALT-REVELS, JOETTE ANN FYA TEACHER, DROPOUT PREV SH 10 MONTH	FL Youth Challenge Academy	10 MONTH / Professional Services
	ANDERSON, STACY BARNETT WEC TEACHER, SC, FOURTH GR 10 MONTH	W.E. Cherry Elementary	10 MONTH / Annual
	BARTEL, JODI ANN PES TEACHER, SC, KINDERGARTEN 10 MONTH	Robert M. Paterson Elementary	10 MONTH / Annual
	BELL, KERRI A OHS TEACHER, MATHEMATICS, SR 10 MONTH	Oakleaf High School	10 MONTH / Annual
0.4	BRANZ, ELIZABETH SUZANNE FIH TEACHER, READING, SH 10 MONTH	Fleming Island High School	10 MONTH / Professional Services
	BRYMER, JENNIFER D KHH TEACHER, SOC STUD, SH 10 MONTH	Keystone Heights High School	10 MONTH / Annual
	CABALLERO, KYLE R POE TEACHER, PHYSICAL ED EL 10 MONTH	Plantation Oaks Elementary	10 MONTH / Annual
	CASTELLI, BARBARA JEAN STS SCHOOL SOCIAL WORKER 10 MONTH	CLIMATE AND CULTURE	10 MONTH / Professional Services
0.6	CHURCH, SUZANNE PATRICIA STS SCHOOL SOCIAL WORKER SPECIAL	CLIMATE AND CULTURE	SPECIAL / Professional Services
	COOK, JOHN CALVIN CHS TEACHER, ART, SH 10 MONTH	Clay High	10 MONTH / Annual
	CUMMINGS, TRACY OHS TEACHER, MATHEMATICS, SR 10 MONTH	Oakleaf High School	10 MONTH / Annual
	FEHRS, AMBER KAYE MHS TEACHER, LANGUAGE ARTS, SH 10 MONTH	Middleburg High	10 MONTH / Annual
	FITZSIMONS, KRISTINA ANNE RVE TEACHER, SC, FIRST GR 10 MONTH	Ridgeview Elementary	10 MONTH / Annual
	FLY, FAITH MIRACLE FYA TEACHER, DROPOUT	FL Youth Challenge Academy	10 MONTH / Annual

III. Instructional Actions

B. RE-APPOINTMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
	PREV SH 10 MONTH		
	GERDS, LAURA ELIZABETH CVA TEACHER, FOREIGN LANG, SH 10 MONTH	Clay Virtual Academy	10 MONTH / Professional Services
	GIBSON, HEATHER LYNN KHE COUNSELOR, ELEM 10 MONTH	Keystone Heights Elementary	10 MONTH / Annual
	GULDI, MALLORY MEREDITH MHS TEACHER, BUSINESS ED 10 MONTH	Middleburg High	10 MONTH / Annual
	HENDRICKS, LINDSAY M TES TEACHER, SCIENCE RESOURCE 10 MONTH	Tynes Elementary	10 MONTH / Annual
0.4	HOWELL, JAMES LOUIS OPH TEACHER, LANGUAGE ARTS, SH 10 MONTH	Orange Park High	10 MONTH / Professional Services
	JOHNS, DANIEL T SBJ TEACHER, MUSIC, ELEM 10 MONTH	S. Bryan Jennings Elementary	10 MONTH / Annual
	JOHNS, MARY B PES TEACHER, SC, FIFTH GR 10 MONTH	Robert M. Paterson Elementary	10 MONTH / Annual
	KICKLIGHTER, KELLEY C LAE TEACHER, SC, SECOND GR 10 MONTH	Lake Asbury Elementary	10 MONTH / Annual
	KLAES, LISA MARIE RHS TEACHER, SCIENCE, SH 10 MONTH	Ridgeview High School	10 MONTH / Professional Services
	LEE, CHRISTOPHER CHARLES FYA TEACHER, DROPOUT PREV SH 10 MONTH	FL Youth Challenge Academy	10 MONTH / Annual
	MARQUART, JESSICA ANN KHH TEACHER, PHYSICAL ED JH 10 MONTH	Keystone Heights High School	10 MONTH / Professional Services
	MARTELLE, JASON SCOTT LJH TEACHER, MATHEMATICS, JH 10 MONTH	Lakeside Junior High	10 MONTH / Annual
	MAYER, NESREEN YOUNES SPC VE SELF-CONTAINED-ASD 10 MONTH	Swimming Pen Creek Elem	10 MONTH / Annual
	MCCLAIN, AMY LYNN GPE TEACHER, SC, FIRST GR 10 MONTH	Grove Park Elementary	10 MONTH / Annual
	MCGUFFIE, CHERYL TERESA OLJ TEACHER, VE/INCLUSION 10 MONTH	Oakleaf Junior High School	10 MONTH / Professional Services
0.5	MILLER, MARK THOMAS OLJ TEACHER, GIFTED 10 MONTH	Oakleaf Junior High School	10 MONTH / Professional Services

III. Instructional Actions

B. RE-APPOINTMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
	MOLONEY, THOMAS RICHARD FYA TEACHER, BUSINESS ED 10 MONTH	FL Youth Challenge Academy	10 MONTH / Professional Services
	MONCRIEF, HELEN SUZANNE KHH TEACHER, BUSINESS ED 10 MONTH	Keystone Heights High School	10 MONTH / Annual
	NEDRICH, BRIAN WILLIAM FIH TEACHER, MATHEMATICS, SR 10 MONTH	Fleming Island High School	10 MONTH / Professional Services
	NERO, CARLA LINNEA RVE TEACHER, VE/INCLUSION 10 MONTH	Ridgeview Elementary	10 MONTH / Annual
0.4	ORTEGA, ANDREA CLAIRE FIH TEACHER, SUPP FACIL 10 MONTH	Fleming Island High School	10 MONTH / Professional Services
	PATTERSON, BENNIE RAY FYA TEACHER, DROPOUT PREV SH 10 MONTH	FL Youth Challenge Academy	10 MONTH / Annual
	QUALLS, BOBBY JOE FYA TEACHER, DROPOUT PREV SH 10 MONTH	FL Youth Challenge Academy	10 MONTH / Professional Services
	RANSOM, JOSHUWA R FYA TEACHER, DROPOUT PREV SH 10 MONTH	FL Youth Challenge Academy	10 MONTH / Professional Services
0.4	RICH, SASHA J STS SCHOOL SOCIAL WORKER SPECIAL	CLIMATE AND CULTURE	SPECIAL / Annual
	ROBERTS, KIMBERLEE HARDRICK CHS COUNSELOR, SH 11 MO 11 MONTH	Clay High	11 MONTH / Annual
0.6	SEXTON, DAVID BRYAN DEAN-JH 10 MONTH	Oakleaf Junior High School	10 MONTH / Annual
	SIME, ANDREA NATASHA OHS COUNSELOR, SH 12 MO 12 MONTH	Oakleaf High School	12 MONTH / Professional Services
	SMITH, KATHY S KHH TEACHER, MATHEMATICS, SR 10 MONTH	Keystone Heights High School	10 MONTH / Continuing
	STANKIEWICZ, STEPHANIE S PES TEACHER, SC, FIRST GR 10 MONTH	Robert M. Paterson Elementary	10 MONTH / Professional Services
	STEVENSON, GINGER E PES TEACHER, SC, FIFTH GR 10 MONTH	Robert M. Paterson Elementary	10 MONTH / Professional Services
	STONE, CORY J DEAN-JH 10 MONTH	Wilkinson Jr High	10 MONTH / Professional Services
	UNDERWOOD, JENNIFER ELIZABETH TES TEACHER, VE/INCLUSION	Tynes Elementary	10 MONTH / Annual

III. Instructional Actions**B. RE-APPOINTMENT**

<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
10 MONTH YELDELL, AMY FALKENSTIN ESE GUIDANCE ESE/GIFTED 10 MONTH	Exceptional Student Education	10 MONTH / Professional Services

III. Instructional Actions

C. RE-DESIGNATION

<u>Name/Assignment</u>	<u>Site</u>	<u>Previous Assignment</u>
JAMES, REBECCA SHANNON DEAN -SH 10 MONTH	Orange Park High	EFFECTIVE 08/02/2022 / REDESIGNATE FROM OPH .6 TEACHER, SOC STUD, SH AND .4 DEAN, SH / 10 MONTH
WILHELM, DANA JO OPH COUNSELOR, SH 12 MO 12 MONTH	Orange Park High	EFFECTIVE 08/02/2022 / REDESIGNATE FROM OPH COUNSELOR, SH / 11 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**

<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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A. SUMMER SCHOOL

Name/Assignment

Site

Effective Dates

NONE

DRAFT

IV. INSTRUCTIONAL MISCELLANEOUS ACTIONS 2021-2022

B. COMMUNITY EDUCATION

Appointments

NONE

DRAFT

IV. INSTRUCTIONAL MISCELLANEOUS ACTIONS 2021-2022

C. ADULT EDUCATION

Appointments

NONE

DRAFT

A. SUMMER SCHOOL

Name/Assignment

Site

Effective Dates

NONE

DRAFT

IV. INSTRUCTIONAL MISCELLANEOUS ACTIONS 2022-2023

B. COMMUNITY EDUCATION

Appointments

NONE

DRAFT

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

DRAFT

V. INSTRUCTIONAL SUBSTITUTE TEACHER ACTIONS 2022-2023

A. SUBSTITUTE TEACHER APPROVAL

Appointments

NONE

DRAFT

VI. Support Actions

A. APPOINTMENT

	Name/Assignment	Site	Action/Effective
0.9	ANTIENOWICZ, SARAH ANN WES GENERAL ASSISTANT 9 MON SU	Wilkinson Elementary	Effective 2022-03-22 9 MON SU / Annual
	BENTLEY, PORTIA EUREKA OHS CAFE ASSISTANT 5 HOURS 9 MON CA	Oakleaf High School	Effective 2022-03-23 9 MON CA / Annual
	BREVILE, MINOUCHE LAE CUSTODIAN 12 MO SU	Lake Asbury Elementary	Effective 2022-03-28 12 MO SU / Annual
	BROWN, ANGELA T SBJ IN SCHOOL SUSPENSION 9 MON SU	S. Bryan Jennings Elementary	Effective 2022-03-23 9 MON SU / Annual
	CAMBRON, KRISTINE L MRE CAFE ASSISTANT 4.5 HOURS 9 MON CA	Mcrae Elementary	Effective 2022-03-22 9 MON CA / Annual
0.9	CLARK, DANICA LAUREN LJH BEHAVIORAL HEALTH ASST 9 MON SU	Lakeside Junior High	Effective 2022-03-22 9 MON SU / Annual
	CRAWFORD III, ALBERT TRN BUS DRIVER TRANSPOR	Transportation	Effective 2022-03-22 TRANSPOR / Annual
	CURRINGTON, VONTRESE MONCHEL OLJ CUSTODIAN 12 MO SU	Oakleaf Junior High School	Effective 2022-04-06 12 MO SU / Annual
	DAVIS, JACQUILINE REANEE LES CAFE ASSISTANT 6.5 HOURS 9 MON CA	Lakeside Elementary	Effective 2022-03-23 9 MON CA / Annual
	HERBERT, CASSANDRA BREWTON LAE CAFE ASSISTANT 6.75 HOURS 9 MON CA	Lake Asbury Elementary	Effective 2022-03-22 9 MON CA
	HERKO, KAREN ANN CHE CUSTODIAN 12 MO SU	Clay Hill Elementary	Effective 2022-04-05 12 MO SU / Annual
	KEENAN, AMBER LYNNE TRN BUS DRIVER TRANSPOR	Transportation	Effective 2022-03-22 TRANSPOR / Annual
	MABRY, WILLIAM A TRN BUS DRIVER TRANSPOR	Transportation	Effective 2022-03-22 TRANSPOR / Annual
	MARCHESE, RYAN J ITS PROGRAMMER/ANALYST 12 MO SU	INFORMATION AND TECH SERVICES	Effective 2022-03-31 12 MO SU / Annual
0.8	MORRISON, KATHERINE ANN CHE GENERIC CLASSROOM ASSISTAN 9 MON SU	Clay Hill Elementary	Effective 2022-03-22 9 MON SU / Annual
0.2	MORRISON, KATHERINE ANN CHE TITLE I ASSISTANT 9 MON SU	Clay Hill Elementary	Effective 2022-03-22 9 MON SU / Annual
	PALMER, LATONIA JANEICE	Ridgeview Elementary	Effective 2022-04-13

VI. Support Actions

A. APPOINTMENT

	Name/Assignment	Site	Action/Effective
	RVE CAFE ASSISTANT 5.5 HOURS 9 MON CA		9 MON CA / Annual
0.9	PATE, RENEE S OPH BEHAVIORAL HEALTH ASST 9 MON SU	Orange Park High	Effective 2022-04-04 9 MON SU / Annual
0.9	PERKINS, ALEXIS JANEL OPH BEHAVIORAL HEALTH ASST 9 MON SU	Orange Park High	Effective 2022-03-23 9 MON SU / Annual
0.9	PRES, VANNAK OPH BEHAVIORAL HEALTH ASST 9 MON SU	Orange Park High	Effective 2022-03-22 9 MON SU / Annual
0.8	RODRIGUEZ, MICHELLE POE GENERIC CLASSROOM ASSISTAN 9 MON SU	Plantation Oaks Elementary	Effective 2022-03-23 9 MON SU / Annual
	ROSELLI, PAUL W TRN BUS DRIVER TRANSPOR	Transportation	Effective 2022-04-06 TRANSPOR / Annual
	SPELL, EMILY CYNTHIA PES ST RECORD SEC 12 MO 12 MO SU	Robert M. Paterson Elementary	Effective 2022-03-22 12 MO SU / Annual
	SULLIVAN, HENRY STEVEN MNT CUSTODIAN 12 MO SU	Division of Support Svcs	Effective 2022-03-21 12 MO SU / Annual
0.9	SUTTON, TRACY J TES BEHAVIORAL HEALTH ASST 9 MON SU	Tynes Elementary	Effective 2022-03-23 9 MON SU / Annual
	SYLLON, MARIE MONA FIH CUSTODIAN 12 MO SU	Fleming Island High School	Effective 2022-04-06 12 MO SU / Annual
0.9	TREADWAY, CHRISTINA KAY WES GENERAL ASSISTANT 9 MON SU	Wilkinson Elementary	Effective 2022-04-13 9 MON SU / Annual
0.9	WEST, LEE ANN AES GENERAL ASSISTANT 9 MON SU	Argyle Elementary	Effective 2022-04-11 9 MON SU / Annual
	WRIGHT, CHRISTOPHER M MNT CUSTODIAN 12 MO SU	Division of Support Svcs	Effective 2022-03-21 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

	<u>Name/Assignment</u>	<u>Site</u>	<u>Previous</u>
	BANGI, ROBERT BALADAD KHH CAFE ASSISTANT 3.75 HOURS 9 MON CA	Keystone Heights High School	Effective 2022-04-04 /transfer from / KHH CAFE ASSISTANT 5.5 HOURS
	BARTON-WEEKS, ELAINE LARUE BAF BUYER 12 MO SU	Business Affairs	Effective 2022-04-11 /transfer from / PURCHASING SUPPORT ASSISTANT
	BUSKILL, CASSANDRA LYNN TRN BUS DRIVER TRANSPOR	Transportation	Effective 2022-03-09 /transfer from / TRN ESE ASST/BUS MONITOR
0.9	COOK, HEATHER A WES BEHAVIORAL HEALTH ASST 9 MON SU	Wilkinson Elementary	Effective 2022-03-28 /transfer from / WES GENERAL HEALTH ASSISTA
	FELTS, COLLEEN MARIE LAJ CAFE ASSISTANT 6.5 HOURS 9 MON CA	Lake Asbury Junior High School	Effective 2022-04-11 /transfer from / RVE CAFE ASSISTANT 5.5 HOURS
	FULLER, RAEKWON AHMAD LJH CUSTODIAN 12 MO SU	Lakeside Junior High	Effective 2022-03-28 /transfer from / WEC CUSTODIAN
	GILLETT, CONCETTA R OLJ PRINCIPAL SECRETARY CONFIDEN	Oakleaf Junior High School	Effective 2022-04-04 /transfer from / LJH SECRETARY 11 MO
	HALL, ANGELA MICHELE FNS CAFE VAN DRIVER 7.5 HOURS 9 MON SU	Food & Nutrition Srvc	Effective 2022-04-18 /transfer from / FNS CAFE VAN DRIVER 6.5 HOURS
	LEDGER, KELLY DEANNE TRN ADMINISTRATIVE SECRETARY 12 MO SU	Transportation	Effective 2022-04-12 /transfer from / TRN PAYROLL SUPPORT ASST
	LONGMIRE, REX FNS EQUIP/WAREHOUSE MNGR 12 MO SU	Food & Nutrition Srvc	Effective 2022-04-13 /transfer from / FNS SFS SUPPORT ASSISTANT
	SALLIE, LINDSAY D RHS ST RECORD SEC 12 MO 12 MO SU	Rideout Elementary	Effective 2022-04-18 /transfer from / ROE BEHAVIORAL HEALTH ASST
	SANDERS, YVONNE PAIGE LJH SECRETARY 11 MO 11 MONTH	Oakleaf Junior High School	Effective 2022-04-21 /transfer from / OLJ SCHOOL SECRETARY 10 MONTH
	SCARBROUGH, LARRY WAYNE SBJ IN SCHOOL SUSPENSION 9 MON SU	Ridgeview Elementary	Effective 2022-04-18 /transfer from / RVE GENERAL HEALTH ASSISTA
0.9	SETTLE, CATHERINE M FIE GENERAL HEALTH ASSISTA 9 MON SU	Fleming Island Elementary	Effective 2022-03-28 /transfer from / ESE ACCOUNTING SUPPORT ASST
0.9	STARLING, LINDA KAY LAE BEHAVIORAL HEALTH ASST 9 MON SU	Lake Asbury Elementary	Effective 2022-04-13 /transfer from / LAE GENERAL ASSISTANT
	THOMAS, DUANE ALLEN OLJ CAFE ASSISTANT 4.25 HOURS 9 MON CA	Oakleaf Junior High School	Effective 2022-04-11 /transfer from / FNS CAFE VAN DRIVER 7.5 HOURS

VI. Support Actions

D. TRANSFER

<u>Name/Assignment</u>	<u>Site</u>	<u>Previous</u>
WHITE, BRITTANY ANN WEC CUSTODIAN 12 MO SU	W.E. Cherry Elementary	Effective 2022-03-30 /transfer from / WEC CAFE ASSISTANT 4.5 HOURS
YOUNG, CARRIE JOANDRA DOE SCHOOL SEC ADMINISTRATION 10 MONTH	Discovery Oaks Elementary	Effective 2022-04-11 /transfer from / SUPPORT - CWL 10 MO

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VI. Support Actions

E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

	Name/Assignment	Site	Action/Effective
	BAKER, CELESTE SHARON OPH CAFE ASSISTANT 6.5 HOURS 9 MON CA	Orange Park High	Effective 2022-03-25 RESIGNATION
	BROWN, ANGELA T SBJ IN SCHOOL SUSPENSION 9 MON SU	S. Bryan Jennings Elementary	Effective 2022-04-05 RESIGNATION
0.9	CARAWAY, TAYLOR ANNE TES BEHAVIORAL HEALTH ASST 9 MON SU	Tynes Elementary	Effective 2022-05-27 RESIGNATION
0.9	COVEY, KERI FRANCES AES GENERAL ASSISTANT 9 MON SU	Argyle Elementary	Effective 2022-03-23 RESIGNATION
	DAVIS, JACQUILINE REANEE LES CAFE ASSISTANT 6.5 HOURS 9 MON CA	Lakeside Elementary	Effective 2022-03-29 RESIGNATION
	DEVER, JUANITA HOPE MHS CAFE ASSISTANT 4 HOURS 9 MON CA	Middleburg High	Effective 2022-03-23 RESIGNATION
0.8	FLYNN, TERRY LEE GPE ESOL CLASSROOM ASSISTANT 9 MON SU	Grove Park Elementary	Effective 2022-05-27 RETIREMENT
0.9	GILLYARD, ANITA J LAJ GENERAL HEALTH ASSISTA 9 MON SU	Lake Asbury Junior High School	Effective 2022-05-27 RETIREMENT
	GOETZMAN, JANICE LYNN KHE ST RECORD SEC 12 MO 12 MO SU	Keystone Heights Elementary	Effective 2022-06-30 RETIREMENT
0.9	HAIGHT, MARLA J SUPPORT - CWL 9 M0 188 LNG TRM	COUNTY-WIDE LEAVE	Effective 2022-05-27 RESIGNATION
	HARRIS-HAYDEN, PAULA ANN SUPPORT - CWL 9 M0 188 LNG TRM	COUNTY-WIDE LEAVE	Effective 2022-05-27 RESIGNATION
	HERBERT, CASSANDRA BREWTON LAE CAFE ASSISTANT 6.75 HOURS 9 MON CA	Lake Asbury Elementary	Effective 2022-03-22 Conclude Employment
	HORNSBY, BRANDON MICHAEL SCHOOL RESOURCE OFFICER 12 MO SU	School Police Department	Effective 2022-04-21 RESIGNATION
0.9	HUNT, PAMELA B FIE GENERAL ASSISTANT 9 MON SU	Fleming Island Elementary	Effective 2022-05-27 RETIREMENT
	HUNTER, KENNETH L MNT LEAD ELECTRICAL TECHNICIAN 12 MO SU	Division of Support Svcs	Effective 2022-04-15 RESIGNATION
0.9	ILLES MCINTOSH, MARGARET WJH BEHAVIORAL HEALTH ASST 9 MON SU	Wilkinson Jr High	Effective 2022-03-25 RESIGNATION

VI. Support Actions

E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Action/Effective</u>
	JENKINS, EUGENE E RHS HEAD CUSTODIAN 12 MO SU	Ridgeview High School	Effective 2022-05-31 RETIREMENT
	LEE, CHERYLE CHS PRINCIPAL SECRETARY CONFIDEN	Clay High	Effective 2022-05-31 RETIREMENT
0.9	LEE, JAMEE LORRAINE RHS GENERAL HEALTH ASSISTA 9 MON SU	Ridgeview High School	Effective 2022-04-01 RESIGNATION
	MANIRE, COURTNEY LEIGH TRN ESE ASST/BUS MONITOR TRANSPOR	Transportation	Effective 2022-04-07 RESIGNATION
	MARBUT, JAMES ALLAN OHS CUSTODIAN 12 MO SU	Oakleaf High School	Effective 2022-04-06 RESIGNATION
	MARTIN, SANDRA LYNN SUPPORT - CWL 10 M0 LNG TRM	COUNTY-WIDE LEAVE	Effective 2022-05-31 RESIGNATION
	MCCLURE, KELLY REGINA TRN BUS DRIVER TRANSPOR	Transportation	Effective 2022-03-31 RESIGNATION
	MINTON, TANIA SUE DOE SCHOOL SEC ADMINISTRATION 10 MONTH	Discovery Oaks Elementary	Effective 2022-04-05 RESIGNATION
0.9	NOLAN, CIARA MAE LENA MHS BEHAVIORAL HEALTH ASST 9 MON SU	Middleburg High	Effective 2022-04-12 RESIGNATION
	ODOM, JESSICA D CHE CUSTODIAN 12 MO SU	Clay Hill Elementary	Effective 2022-03-23 RESIGNATION
	PARKER, TERESA EDLUND OPJ CAFE ASSISTANT 5.5 HOURS 9 MON CA	Orange Park Jr High	Effective 2022-04-11 RESIGNATION
	QUINTELLO, NENO LEIGH FNS EQUIP/WAREHOUSE MNGR 12 MO SU	Food & Nutrition Srvc	Effective 2022-03-15 RESIGNATION
	REYNOSO, ISABEL YODANI RHS CUSTODIAN 12 MO SU	Ridgeview High School	Effective 2022-05-02 RESIGNATION
0.8	RICHMOND, BERNARD D TES HEALTH ASSISTANT 9 MON SU	Tynes Elementary	Effective 2022-05-27 RESIGNATION
	RIVERA-ARIAS, ZORAIDA SBJ CAFE ASSISTANT 6.25 HOURS 9 MON CA	S. Bryan Jennings Elementary	Effective 2022-05-27 RETIREMENT
	RUSSELL, LAURA IRENE CHS CAFE ASSISTANT 4.25 HOURS 9 MON CA	Clay High	Effective 2022-04-29 RESIGNATION
	SAUNDERS, ANGELA C HMR PERSONNEL ASST	Human Resources	Effective 2022-06-30 RETIREMENT

VI. Support Actions

E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Action/Effective</u>
	CONFIDEN		
	SMITH, DAVID EARL TRN BUS DRIVER TRANSPOR	Transportation	Effective 2022-03-30 RESIGNATION
0.8	SWIDERSKI JR, WILLIAM C BLC COMPUTER LAB ASSISTANT 9 MON SU	Bannerman Learning Center	Effective 2022-04-08 RESIGNATION
	WARNER, KIMBERLY ANN CHS MEDIA TECHNICAL ASST 10 MONTH	Clay High	Effective 2022-05-31 RETIREMENT
	WATERS, JOHN BENJAMIN MNT ELECTRICAL TECH 12 MO SU	Division of Support Svcs	Effective 2022-03-30 RESIGNATION
	WEBSTER, JUNE M LAJ CAFE ASSISTANT 3.75 HOURS 9 MON CA	Lake Asbury Junior High School	Effective 2022-03-11 CONCLUDE EMPLOYMENT
	WRIGHT, CHRISTOPHER M MNT CUSTODIAN 12 MO SU	Division of Support Svcs	Effective 2022-03-21 RESIGNATION

VI. Support Actions**F. SUPPLEMENT**

<u>Name/Assignment</u>	<u>Site</u>	<u>Previous</u>
GARCIA, ROBERT WILLIAM OPH WEIGHTLIFTING HD SH SUPPLEME	Orange Park High	Appointment
HAYSLETT, COBY JEVON OPH FOOTBALL ASST HS 25% SUPPLEME	Orange Park High	Appointment

DRAFT

VI. Support Actions**A. APPOINTMENT**

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

VI. Support Actions

B. RE-APPOINTMENT

<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
HALL, ANGELA MICHELE FNS CAFE VAN DRIVER 7.5 HOURS 9 MON SU	Food & Nutrition Svc	9 MON SU / Multi-Year Conditional
SCARBROUGH, LARRY WAYNE SBJ IN SCHOOL SUSPENSION 9 MON SU	Ridgeview Elementary	9 MON SU /
WHITE, BRITTANY ANN WEC CUSTODIAN 12 MO SU	W.E. Cherry Elementary	12 MO SU / Annual

DRAFT

VI. Support Actions

C. RE-DESIGNATION

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

VI. Support Actions

D. TRANSFER

	<u>Name/Assignment</u>	<u>Site</u>	<u>Previous</u>
	BARTON-WEEKS, ELAINE LARUE BAF BUYER 12 MO SU	Business Affairs	Effective 2022-07-01 /transfer from /
	LEDGER, KELLY DEANNE TRN ADMINSTRATIVE SECRETARY 12 MO SU	Transportation	Effective 2022-07-01 /transfer from /
	LONGMIRE, REX FNS EQUIP/WAREHOUSE MNGR 12 MO SU	Food & Nutrition Srvc	Effective 2022-07-01 /transfer from /
	SANDERS, YVONNE PAIGE LJH SECRETARY 11 MO 11 MONTH	Oakleaf Junior High School	Effective 2022-07-18 /transfer from /
0.9	STARLING, LINDA KAY LAE BEHAVIORAL HEALTH ASST 9 MON SU	Lake Asbury Elementary	Effective 2022-08-08 /transfer from /
	THOMAS, DUANE ALLEN OLJ CAFE ASSISTANT 4.25 HOURS 9 MON CA	Oakleaf Junior High School	Effective 2022-08-09 /transfer from /

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

<u>Name/Assignment</u>	<u>Site</u>	
HOFFMANN, MELODY A ROE PRINCIPAL SECRETARY CONFIDEN	Rideout Elementary	Effective 2022-07-05 RETIREMENT

VI. Support Actions**F. SUPPLEMENT**

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

School Board of Clay County

May 5, 2022 - Regular School Board Meeting

Title

C4 - Renewal of 2022-2023 List of Physicians and Medical Facilities authorized to conduct physical examinations required for certain groups of employees.

Description

School Board Policy and Florida Statutes require Physical Examinations for certain employees and job candidates. Physicians/Facilities used in administering physical examinations of employees and fees charged for those services must be approved by the School Board. Nine (9) requests to submit a bid to conduct the district physical exams were sent to local physicians in Clay and surrounding counties. The charge shown on the attachment are the physicians and quotes received. They are considered reasonable and are recommended for approval.

Gap Analysis

The district currently has an active list of participating physicians for the 2021-2022 school year. The services must be approved by the School Board annually with updated bids.

Previous Outcomes

The current list of participating and approved physicians consisted of eight facilities for the 2021-22 fiscal year.

Expected Outcomes

The School Board will approve the list of current bids for the 2022-2023 school year so that we can use the physicians on the list beginning on 7/1/2022.

Strategic Plan Goal

Overall Function of Human Resources.

Recommendation

Approve the Physicians/Facilities and costs presented.

Contact

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

Financial Impact

Approximately \$50,000 has been budgeted for physical examinations for certain employees and job candidates. The quotes received and recommended are considered reasonable.

Review Comments

Attachments

📎 [Physicians and Facilities Listing 2022-2023.pdf](#)

The Physicians/Facilities below have been designated by the School Board of Clay County as eligible to conduct physical exams for employees of the School Board of Clay County. These are the only Physicians/Facilities to conduct the exam. Effective July 1, 2022 through June 30, 2023.

ClayMed of North Florida
705 Ferris Street
Green Cove Springs, FL 32043
Telephone: (904) 284-4510

Office Hours:
Monday – Friday 7:00 a.m. – 5:00 p.m.
Appointment needed

CareSpot Express Healthcare
Middleburg
1708 Blanding Blvd.
Middleburg, FL 32068
Telephone: (904) 406-8240

Office Hours (Middleburg):
Monday – Friday 8:00 a.m. – 8:00 p.m.
Saturday/Sunday 8:00 a.m. – 8:00 p.m.
No appointment needed/but recommended

CareSpot Express Healthcare
Orange Park
2140 Kingsley Avenue
Orange Park, FL 32073
Telephone: (904) 213-0600

Office Hours (Orange Park):
Monday – Friday 8:00 a.m. – 8:00 p.m.
Saturday/Sunday 8:00 a.m. – 8:00 p.m.
No appointment needed/but recommended

CareSpot Urgent Care of
Fleming Island
1544 County Rd. 220, Suite 100
Fleming Island, FL 32003

Office Hours (Fleming Island):
Monday – Friday 8:00 a.m. – 8:00 p.m.
Saturday/Sunday 8:00 a.m. – 8:00 p.m.
No appointment needed/but recommended

Ascension St. Vincent's
7963 Normandy Blvd.
Jacksonville, FL 32221
Telephone: (904) 786-0440

Office Hours:
Monday – Friday 7:00 a.m. – 7:00 p.m.
Saturday 9:00 a.m. – 6:00 p.m.
Sunday 9:00 a.m. – 4:00 p.m.
No appointment needed

Ascension St. Vincent's
6488 103rd Street
Jacksonville, FL 32210
Telephone: (904) 450-6729

Office Hours:
Monday – Friday 7:00 a.m. – 7:00 p.m.
Saturday 9:00 a.m. – 6:00 p.m.
Sunday 9:00 a.m. – 4:00 p.m.
No appointment needed

Clay Primary & Family Care Center
865 Blanding Blvd.
Orange Park, FL 32065
(904) 276-1133

Office Hours:
Monday – Friday 8:00 a.m. – 6:00 p.m.
Saturday – 9:00 a.m. – 3:00 p.m.
No appointment needed

Concentra Urgent Care
1584 Normandy Village Pkwy.
Suite 322
Jacksonville, FL 32221
(904) 482-1400

Office Hours:
Monday – Friday 8:00 a.m. – 6:00 p.m.
No appointment needed

Family Medical Centers
3839 County Rd. 218
Middleburg, FL 32068
Telephone: (904) 282-5474

Office Hours:
Monday – Friday 7:30 – 4:00
No appointment needed

DRAFT

School Board of Clay County

May 5, 2022 - Regular School Board Meeting

Title

C5 - Salary Schedule - Section I, Table VI - Cafeteria Management

Description

Florida Statutes 1012.22 and 1012.27 require the district school board and superintendent to adopt a salary schedule to be used as a basis for paying school district employees. Any changes or revisions made to the salary schedule throughout the school year are brought to the School Board for approval.

With the approval of the Food and Nutrition Services job description for Cafeteria Manager Intern, High School Based, there is a need to update Table VI - Cafeteria Management and add this Job Title, Pay Grade and Salary Range.

Gap Analysis

N/A

Previous Outcomes

N/A

Expected Outcomes

N/A

Strategic Plan Goal

N/A

Recommendation

Approve Section I, Table VI - Cafeteria Management, as requested.

Contact

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

Financial Impact

The Financial Impact will range from \$21,257 - \$33,938, depending on the incoming employee's background and experience.

Review Comments

Attachments

☞ [Salary Schedule Table IV - Cafeteria Management.pdf](#)

Table VI: Cafeteria Management

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

Salary Schedule Title	Pay Grade	Range (0-23)
Food and Nutrition Services Manager Intern	133	24,585 - 37,340
<u>Food and Nutrition Services Manager Intern, High School Based</u>	<u>115</u>	<u>21,257 - 33,938</u>
Food and Nutrition Services Manager - Satellite SAT I	140	25,879 - 38,634
Food and Nutrition Services Manager - Self Contained SCI	173	31,979 - 44,734
Food and Nutrition Services Manager - Satellite Base SBI	193	35,676 - 48,431
Senior High Food and Nutrition Services Manager - Self Contained SCIB	195	36,046 - 48,800
Senior High Food and Nutrition Services Manager - Satellite Base SBIA	200	36,970 - 49,725

Education:

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

Notes:

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

School Board Approved: 11/07/2019, 02/04/2021, 02/03/2022, 05/05/2022

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

School Board of Clay County

May 5, 2022 - Regular School Board Meeting

Title

C6 - K-12 Academic Services Out of State and Overnight Student Travel

DRAFT

Description

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

Field Trips Details

School	Date	Destination	Group	Purpose
Clay High	7/21-23, 2022	Webber University	Football Team	Football Camp
Fleming Island High	TBD - June or July, 2022	Valdosta State, GA	Football Team	Football Camp
Fleming Island High	6/18-25, 2022	Milledgeville, GA	NJROTC	Area-12 Leadership Academy
Keystone Heights High	6/13-17, 2022	Camp Shands Boy Scout Camp, Hawthorne, FL	Army JROTC	Teamwork and Leadership Camp
Keystone Heights High	6/21-23, 2022	Universal, Orlando, FL	Journalism/Yearbook	Photography skills and yearbook design and marketing training.
Keystone Heights High	4/19-21, 2022	Orlando, FL	HOPE Ambassador Club	Youth leaders will learn innovative ways to help themselves and assist their peers in dealing with behavioral health issues.
Keystone Heights High	4/22-23, 2022	Port St. Joe, FL	Boys Weightlifting	FHSAA State Weightlifting Meet
Middleburg High	9/1-3, 2022	Orlando, FL	Varsity Volleyball	Volleyball Tournament
Middleburg High	10/7-8, 2022	Orlando, FL	Varsity Volleyball	Volleyball Tournament
Oakleaf High	4/8-10, 2022	UCF	Step Team	Students will be exposed to a 4-year University College and have the opportunity to learn about different aspects of the college, obtain a higher level of college knowledge and see what a college has to offer.
Ridgeview High	4/15-16, 2022	Tampa, FL	Baseball Team	Baseball Tournament
Academic Team	3/31-4/2, 2022	Orlando, FL	County Academic Team	35th Commissioner's Academic Challenge
State Science Fair	3/29-4/1, 2022	Lakeland, FL	State Science Fair	Participate in the State Science Fair
International Science Fair	5/8-13, 2022	Atlanta, GA	International Science Fair	Participate in the International Science Fair

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**

🔗 [May 2022 - Student Travel.pdf](#)

SCHOOL DISTRICT OF CLAY ()
FIELD TRIP REQUE

ADMINISTRATIVELY APPROVED
PENDING BOARD APPROVAL
May 5, 2022

1. School Requesting: Clay High School
2. Transportation (Check One):
School Bus(s) _____ Private Vehicle(s) ☒ Commercial Carrier ☒ Other _____
If Commercial Carrier or Other, please state type: School Wheels Direct
3. Trip(s) Overnight: Yes ☒ No _____ Trip(s) Out-of-State: Yes _____ No ☒
4. Dates of Field Trip*: 7/21/22 - 7/23/22 Destination*: Webber Intl University
5. Group Taking Trip: Football Team
6. If using private vehicles, list drivers you wish to designate as Agents of the Board and attach the necessary Agent of the Board form. Driving Separate than Students/players
7. Educational Value of Field Trip: This is a football camp that students/players can gain educational value through hard work, team work, team bonding, and an experience that they will remember for a lifetime.
8. Supporting Florida Standards Benchmark(s) with Narrative(s): N/A
9. Number of Students*: 40 Number of Chaperones*: 8
10. Cost Per Student: \$200.00 Budget Code or Source to be charged: Internal Account
(Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: 8:00 A.M. 7/21/22 Returning Time*: 3:00 p.m. 7/23/22

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

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

Bus Requisition Number(s):

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

[Signature]
Principal

[Signature]
Assistant Superintendent

[Signature]
Superintendent

3/10/22

Date

3/10/22

Date

3/22/22

Date

3/28/22

Date



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



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

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

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

We will travel on buses and follow all CDC/CCSB Policies. Students will wear masks while transporting on busses.

Hotel Accommodations (room assignments/supervision etc):

The team is staying in the dorms on campus at Weber International University. They will have room assignments and will be supervised by the coaching staff. We will follow all Covid policies set by the University and the CDC while on campus.

Mask Compliance:

We will follow CDC/CCSB mask policies while on this trip.

Social Distancing:

We will follow CDC/CCSB social distancing policies while on this trip.

ADMINISTRATIVELY APPROVED
PENDING BOARD APPROVAL

May 5, 2022

SCHOOL DISTRICT OF
FIELD TRIP REQUEST

1. School Requesting: FIHS
2. Transportation (Check One):
School Bus(s) ☒ Private Vehicle(s) _____ Commercial Carrier _____ Other 10/11/12 months
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*: June or July Destination*: Valdosta State
VSU have a new coaching staff, camp dates are not set.
5. Group Taking Trip: Football Team
6. If using private vehicles, list approved driver(s): _____
7. Educational Value of Field Trip: Team Bonding / Football Camp
8. Supporting Florida Standards Benchmark(s) with Narrative(s): _____
9. Number of Students*: 60 Number of Chaperones*: 9
10. Cost Per Student: Not sure \$180-\$250 Budget Code or Source to be charged: IA
(Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: NA - Don't know yet Returning Time*: NA - Don't know yet

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

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

Bus Requisition Number(s): _____

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

[Signature]
Principal

[Signature]
Assistant Superintendent

[Signature]
Superintendent

1/31/22

Date

1/31/22

Date

3/23/22

Date

3/23/22

Date



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



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

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

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

- As it currently stands, if VSV is back to transporting to and from each session, then charter bus will be used to get to Valdosta.
- If no transporting is occurring from each session, then vans will be rented to get to and from Valdosta.

Hotel Accommodations (room assignments/supervision etc):

- The student-athletes will be staying on campus in VSV dorms. Monitored by coaches and camp staff.

Mask Compliance:

- We will comply with the campus rules on use of masks.

Social Distancing:

- If necessary, we will social distance when required.

SCHOOL DISTRICT OF C
FIELD TRIP REQUEST

ADMINISTRATIVELY APPROVED
PENDING BOARD APPROVAL
May 5, 2022

1. School Requesting: FIHS
2. Transportation (Check One):
School Bus(s) X Private Vehicle(s) X Commercial Carrier _____ Other _____
If Commercial Carrier or Other, please state type: _____
3. Trip(s) Overnight: Yes X No _____ Trip(s) Out-of-State: Yes X No _____
4. Dates of Field Trip*: 18-25 JUNE Destination*: GEORGIA MILITARY COLLEGE
MILLEDGEVILLE, GA
5. Group Taking Trip: NJROTC
6. If using private vehicles, list approved driver(s): _____
7. Educational Value of Field Trip: SUPPORTS NJROTC LEADERSHIP CURRICULUM
ARPA-12 LEADERSHIP ACADEMY
8. Supporting Florida Standards Benchmark(s) with Narrative(s): SAME AS ABOVE
9. Number of Students*: 4 Number of Chaperones*: 2
10. Cost Per Student: \$1200.00 Budget Code or Source to be charged: _____
(Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: 0700 Returning Time*: 1600

*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] NJROTC SNSE
Teacher, Team Leader, Department Head, Etc.

2/25/2022
Date

[Signature]
Principal

2/28/22
Date

[Signature]
Assistant Superintendent

4/4/22
Date

[Signature]
Superintendent

4/6/22
Date

(FO)



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



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

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

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

Parents driving

Hotel Accommodations (room assignments/supervision etc):

Cadets will be assigned 2 person dorm rooms

Mask Compliance:

IAW GA and NJROTC guidelines in effect at the time of the event.

Social Distancing:

IAW GA and NJROTC guidelines in effect at the time of the event.

DRAFT

SCHOOL DISTRICT OF CLAY C
FIELD TRIP REQUEST

ADMINISTRATIVELY APPROVED
PENDING BOARD APPROVAL
May 5, 2022

1. School Requesting: Keystone Heights High S
2. Transportation (Check One):
School Bus(s) _____ Private Vehicle(s) _____ Commercial Carrier _____ Other School Vans
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: June 13-17 Destination*: Camp Shands Boy Scout Camp
5. Group Taking Trip: KHHS Army JROTC Emerging Leaders
6. If using private vehicles, list drivers you wish to designate as Agents of the Board and attach the necessary Agent of the Board form. _____
7. Educational Value of Field Trip: Teamwork, Leadership, Cadet Values, Physical Training, Following Directions, Confidence, Drill and Ceremony, Patriotism, First Aid, Personal Hygiene and Field Sanitation, Espirit de Corps, Motivation, Foundations of Success
8. Supporting Florida Standards Benchmark(s) with Narrative(s): FLA
9. Number of Students*: 10 Number of Chaperones*: 3
10. Cost Per Student: NA Budget Code or Source to be charged: NA
(Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: 9:00 AM Returning Time*: 11:00 AM

*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):

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

March 11, 2022
Date 3/11/22
Date 3/22/22
Date 3/28/22
Date _____



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



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

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

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

School Vans

Hotel Accommodations (room assignments/supervision etc):

Camp Shands Tents (2 per tent)

Mask Compliance:

Required By Camp Shands when indoors
and unable to social distance.

Social Distancing:

As possible, many activities will be
outside.

SCHOOL DISTRICT OF C
FIELD TRIP REQUEST

1. School Requesting: KHHS
2. Transportation (Check One):
School Bus(s) _____ Private Vehicle(s) X Commercial Carrier _____ Other _____
If Commercial Carrier or Other, please state type: _____
3. Trip(s) Overnight: Yes X No _____ Trip(s) Out-of-State: Yes _____ No X
4. Dates of Field Trip*: 6/21/22 - 6/23/22 Destination*: Leonard's Press Pass Training @ Universal Orlando Resorts
5. Group Taking Trip: Journalism / Yearbook
6. If using private vehicles, list approved driver(s): Sally Jackson
7. Educational Value of Field Trip: photography skills and yearbook design and marketing training.
8. Supporting Florida Standards Benchmark(s) with Narrative(s):
knowledge of design skills, staff management and media production - Media Production 09.0 - produce writing appropriate to journalistic media
9. Number of Students*: 5 Number of Chaperones*: 2
10. Cost Per Student: 380.00 Budget Code or Source to be charged: yearbook Internal Accounts
(Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: 7:00 am Returning Time*: 10:00 pm

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

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

Bus Requisition Number(s):

Sally Jackson
Teacher, Team Leader, Department Head, Etc.
Brian Johnson
Principal
Gregory
Assistant Superintendent
Don
Superintendent

05/31/22
Date
3/31/22
Date
4/4/22
Date
4/6/22
Date



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



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

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

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

Prior to departure: Students will be encouraged to wear masks and/or social distance (6 feet apart). Hand sanitizer will be available for student use. Attendance will be taken.

Private Vehicles: Students will be encouraged to wear face coverings when social distancing is not available, while in the vehicle; extra masks will be available for students who do not have one. Hand sanitizer will be available to students. All seats will be assigned to assist with contact tracing.

Hotel Accommodations (room assignments/supervision etc):

There will be no more than four persons per room. Chaperones will be in the room with students or next door, to provide supervision.

Students/chaperones will be encouraged to wear masks when unable to be socially distanced.

Students are to maintain 6-foot distancing whenever possible.

Students are to wash hands and use hand sanitizer frequently, throughout the day.

Mask Compliance:

Students/chaperones will be encouraged to follow recommended guidelines set by the Universal Orlando Resort hotel and parks.

Social Distancing:

Students are to maintain 6-foot social distancing, whenever possible.

FIELD TRIP REQUEST

ADMINISTRATIVELY APPROVED

Received too late for April, 2022

Board Meeting

Received for Information: May 5, 2022

1. School Requesting: Keystone Heights JR &
2. Transportation (Check One):
 School Bus(s) _____ Private Vehicle(s) _____ Commercial _____
 If Commercial Carrier or Other, please state type: School Van
3. Trip(s) Overnight: Yes ☒ No _____ Trip(s) Out-of-State: Yes _____ No ☒
4. Dates of Field Trip*: Apr 19-21 Destination*: Orlando, FL ~~SD~~
5. Group Taking Trip: HOPE AMBASSADOR CLUB - CPS trip
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. Commonly partnership schools!
7. Educational Value of Field Trip:
Youth leaders will learn innovative ways to help themselves and assist their peers in dealing with behavioral/health issues.
State Rep visited KHHS in late March - invited KHHS to the state event.
8. Supporting Florida Standards Benchmark(s) with Narrative(s):
The CPS expanded Learning Coordinator is leading group? was not a was unfamiliar w/ field trip requirements
9. Number of Students*: 4 Number of Chaperones*: 2 - Nichols
L. Chandler - Santa Fe C.C.
Kathie Santa Fe C.C.
10. Cost Per Student: \$0 Budget Code or Source to be charged: _____
 (Example: Internal Accounts, 5100.0331, Athletic Departments)
 Cost provided by: _____
 (Example: Parents, Extracurricular, School, and/or District)
Apr 19th Apr 21st
11. Departure Time*: 2:30 PM Returning Time*: 3:30 PM
- *For School Buses, if more than one bus is requested, reference bus request form.

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

Bus Requisition Number(s): _____

Stefan Nichols
 Teacher, Team Leader, Department Head, Etc.

Principal

Assistant Superintendent

Superintendent

Apr 4th 2022

Date

Apr 5th 2022

Date

4/11/22

Date

4/15/22

Date



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



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

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

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

School Van / CHS VAN

Hotel Accommodations (room assignments/supervision etc):

4 students total
2 Males / 2 Females (2 beds per room)
2 chaperones (Stefan Nichols) (Latoya Chandler)

Mask Compliance:

Students will wear masks at all times.

Social Distancing:

Social distancing is in effect during this field trip. Students has had waivers signed by parents.

FIELD TRIP REQUEST

ADMINISTRATIVELY APPROVED

Received too late for April, 2022

Board Meeting

Received for Information: May 5, 2022

1. School Requesting: Keystone Heights
2. Transportation (Check One):
 School Bus(s) _____ Private Vehicle(s) _____ Commercial Carrier _____ Other 2
 If Commercial Carrier or Other, please state type: Rental + School Vehicle
3. Trip(s) Overnight: Yes 2 No _____ Trip(s) Out-of-State: Yes _____ No 2
4. Dates of Field Trip*: Apr. 22-23 Destination*: Port St Joe + Panama City
5. Group Taking Trip: Boys Weightlifting Coach Dickerson
6. If using private vehicles, list approved driver(s): Lantz Lowrey, Steve Reynolds, Spring Underwood
7. Educational Value of Field Trip: FHSAA State Weightlifting
Meat
8. Supporting Florida Standards Benchmark(s) with Narrative(s): _____
9. Number of Students*: 20 Number of Chaperones*: 4
10. Cost Per Student: \$49.00 Budget Code or Source to be charged: Boys Weightlifting
 (Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: 11:00 am Returning Time*: 11:30 pm

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

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

Bus Requisition Number(s): _____

Teacher, Team Leader, Department Head, Etc.

Principal

Assistant Superintendent

Superintendent

Date

Date

Date

Date



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



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

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

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

Rental VAN - 2
School VAN - 2

Hotel Accommodations (room assignments/supervision etc):

10 Rooms
Total - 3 rooms + 1 child per room
2 rooms - 2 coaches per room
1 room 1 Admin per room

Mask Compliance:

Students will follow district policy

Social Distancing:

Students will follow district policy

ADMINISTRATIVELY APPROVED
PENDING BOARD APPROVAL

May 5, 2022

SCHOOL DISTRICT OF CL
FIELD TRIP REQUEST

1. School Requesting: Middleburg HS
2. Transportation (Check One):
School Bus(s) _____ Private Vehicle(s) ☒ Commercial Carrier _____ Other _____
If Commercial Carrier or Other, please state type: _____
3. Trip(s) Overnight: Yes ☒ No _____ Trip(s) Out-of-State: Yes _____ No ☒
4. Dates of Field Trip*: 9/1, 2, 3/2022 Destination*: Orlando
5. Group Taking Trip: Middleburg Varsity Volleyball
6. If using private vehicles, list approved driver(s): will have list by Aug 2022
7. Educational Value of Field Trip: _____

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

9. Number of Students*: 14 Number of Chaperones*: 3
10. Cost Per Student: 0 Budget Code or Source to be charged: _____
(Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: TBD 9/1/2022 Returning Time*: 9/3/2022

*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): _____

Carrie Prewitt
Teacher, Team Leader, Department Head, Etc.

[Signature]
Principal

[Signature]
Assistant Superintendent

[Signature]
Superintendent

3/22/22
Date

3/24/22
Date

3/25/22
Date

3/31/22
Date



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



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

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

Middleburg High School Volleyball Team

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

We will be using private vehicles with parents driving.

Hotel Accommodations (room assignments/supervision etc):

Players will be assigned to rooms with other teammates following the appropriate protocol. The players will be instructed and checked for keeping hygiene and social distancing. We will follow the covid protocol.

Mask Compliance:

We will be following the assigned protocol for wearing masks and we will maintain social distance where appropriate based on FHSAA guidelines for volleyball. Players will be required to answer the screening questions and will be documented on the Covid screening form if required.

Social Distancing:

We will maintain social distance where appropriate based on FHSAA guidelines for volleyball.

ADMINISTRATIVELY APPROVED
PENDING BOARD APPROVAL

May 5, 2022

SCHOOL DISTRICT OF CI

FIELD TRIP REQUEST

1. School Requesting: Middleburg HS
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*: 10/7-8/2022 Destination*: Orlando
5. Group Taking Trip: Varsity Volleyball
6. If using private vehicles, list approved driver(s): will have list set in Aug 2022
7. Educational Value of Field Trip: _____

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

9. Number of Students*: 14 Number of Chaperones*: 3
10. Cost Per Student: 0 Budget Code or Source to be charged: _____
(Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: TBD 10/7/22 Returning Time*: 10/8/22 TBD

*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): _____

Carrie Prewitt
Teacher, Team Leader, Department Head, Etc.

[Signature]
Principal

[Signature]
Assistant Superintendent

[Signature]
Superintendent

3/22/22
Date

3/12/22
Date

3/30/22
Date

8/30/24
Date

Date



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



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

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

Middleburg High School Volleyball Team

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

We will be using private vehicles with parents driving.

Hotel Accommodations (room assignments/supervision etc):

Players will be assigned to rooms with other teammates following the appropriate protocol. The players will be instructed and checked for keeping hygiene and social distancing. We will follow the covid protocol.

Mask Compliance:

We will be following the assigned protocol for wearing masks and we will maintain social distance where appropriate based on FHSAA guidelines for volleyball. Players will be required to answer the screening questions and will be documented on the Covid screening form if required.

Social Distancing:

We will maintain social distance where appropriate based on FHSAA guidelines for volleyball.

SCHOOL DISTRICT OF (

FIELD TRIP REQUEST

1. School Requesting: Oakley High School
2. Transportation (Check One):
 School Bus(s) _____ Private Vehicle(s) _____ Commercial Carrier _____ Other _____
 If Commercial Carrier or Other, please state type: Parents Provide Transportation
3. Trip(s) Overnight: Yes ☒ No _____ Trip(s) Out-of-State: Yes _____ No _____
4. Dates of Field Trip*: April 8-10, 2022 Destination*: University of Central FL Orlando
5. Group Taking Trip: OHS Step Team
6. If using private vehicles, list approved driver(s): Parents providing transportation + Dalphine Tillman
7. Educational Value of Field Trip: _____
Students will gain exposure to a 4-year University in our state
"Please see attachment."
8. Supporting Florida Standards Benchmark(s) with Narrative(s): SP. PK.12. US.3.3b
Apply skills that promote self-awareness + goal setting to meet educational
and personal needs to increase self-determination. By graduation, the student will be
able to identify the college, location, + field of study. apply + receive acceptance letters
9. Number of Students*: 11 Number of Chaperones*: 3
10. Cost Per Student: \$150.00 Budget Code or Source to be charged: 4013-Step Team
 (Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: 8:00 am Returning Time*: 5:00 pm

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

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

Bus Requisition Number(s): _____

Teacher, Team Leader, Department Head, Etc. _____

Date

3/3/22

Principal _____

Date

3/9/22

Assistant Superintendent _____

Date

Superintendent _____

Date



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



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

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

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

Parents will provide transportation for steppers.
Dalphine Tillman will also provide transportation in a privately owned vehicle

Hotel Accomodations (room assignments/supervision etc):

Hotel Accomodations will be via Air BnB providing each student with a bed to sleep in. No floor sleeping will be required.

Mask Compliance:

Students will follow Mask Compliance as instructed by ther CDC Guidelilnes.

Social Distancing:

Social distancing will be practice in accordance with CDC Guidelines.

Educational value: Students will be exposed to a 4-year University College in our State.

Students will have the opportunity to learn about different aspects of the college, obtain a higher level of college knowledge and be amazed to what the college has to offer. Students more likely to converse with their teachers and counselors about attending college after receiving this information. Understanding the requirements of this college will hopefully increase their diligence in classroom task and understand the beauty and cost of making good grades. This tour provides access to a great opportunity for success in higher education. The opportunity to have a team bonding event at Universal Studios while in Orlando will help create a well rounded student.

SP.PK12.US.3.3b

Apply skills that promote self-awareness and goal setting to meet educational and personal needs to increase self-determination. By graduation, the student will be able to identify the college, location and field of study desired.

SCHOOL DISTRICT OF CLAY CO
FIELD TRIP REQUEST

ADMINISTRATIVELY APPROVED
Received too late for April, 2022
Board Meeting
Received for Information: May 5, 2022

1. School Requesting: RHS
2. Transportation (Check One):
School Bus(s) _____ Private Vehicle(s) _____ Commercial Carrier ☒ Other _____
If Commercial Carrier or Other, please state type: Enterprise
3. Trip(s) Overnight: Yes ☒ No _____ Trip(s) Out-of-State: Yes _____ No ☒
4. Dates of Field Trip*: 4/15 - 4/16/22 Destination*: Chlorwood Day High School - Tampa, FL
5. Group Taking Trip: BASEBALL TEAM
6. If using private vehicles, list drivers you wish to designate as Agents of the Board and attach the necessary Agent of the Board form. N/A
7. Educational Value of Field Trip: BASEBALL GAME
8. Supporting Florida Standards Benchmark(s) with Narrative(s): N/A
9. Number of Students*: 20 Number of Chaperones*: 5
10. Cost Per Student: N/A Budget Code or Source to be charged: N/A
(Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: 6:30 AM Returning Time*: 11:59 PM

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

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

Bus Requisition Number(s):

Teacher, Team Leader, Department Head, Etc.

Principal

Assistant Superintendent

Superintendent

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

Page 115 of 335

3-8-22

Date

5.10.22

Date

3/22/22

Date

3/28/20

Date



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



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

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

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

ENTERPRISE RENT-A-CAR (UNLESS COUNTY VANS BECOME AVAILABLE)

Hotel Accommodations (room assignments/supervision etc):

HOME 2 SUITES BY HILTON

Mask Compliance:

MASKS WILL BE WORN WHERE AREAS ARE ASKING TO BE IN COMPLIANCE.

Social Distancing:

SOCIAL DISTANCING WILL BE IMPLEMENT IN AREAS THAT REQUIRE TO BE IN COMPLIANCE.

SCHOOL DISTRICT OF CLAY

FIELD TRIP REQUEST

1. School Requesting: Academic Team
2. Transportation (Check One):
 School Bus(s) _____ Private Vehicle(s) _____ Commercial Carrier _____ Other X
 If Commercial Carrier or Other, please state type: _____
3. Trip(s) Overnight: Yes X No _____ Trip(s) Out-of-State: Yes _____ No X
4. Dates of Field Trip: 3/31 - 4/2, 2022 Destination*: Disney, Orlando, FL
5. Group Taking Trip: Academic Team - qualified
6. If using private vehicles, list approved driver(s): _____
7. Educational Value of Field Trip: 35th Commissioner's Academic Challenge
8. Supporting Florida Standards Benchmark(s) with Narrative(s): have specific names now
9. Number of Students*: 6 Number of Chaperones*: 1
10. Cost Per Student: \$ Budget Code or Source to be charged: _____
 (Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: (3/31) 7:00 am Returning Time*: 11:00 pm (4/2)

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

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

Bus Requisition Number(s):

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

Principal

Assistant Superintendent

Superintendent

Date

Date

Date

Date



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



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

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

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

Spacing as allowed by size of van.

Hotel Accommodations (room assignments/supervision etc):

As required by county and by Disney.

Mask Compliance:

As required by Disney

Social Distancing:

As per County and Disney requires.

ADMINISTRATIVELY APPROVED

Received too late for April, 2022

Board Meeting

Received for Information: May 5, 2022

CLAY COUNTY

ST

State Science Fair

1. Schc _____
2. Transportation (Check One).
School Bus(s) _____ Private Vehicle(s) _____ Commercial Carrier _____ Other ☒ rental vans
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*: 3/29/22 - 4/1/22 Destination*: RP Funding Center, Lakeland, FL
5. Group Taking Trip: State Science Fair Participants
6. If using private vehicles, list approved driver(s): Katie Ruelas, Casey Leone, Bethany Denovic
7. Educational Value of Field Trip: Students will be competing in the State Science & Engineering Fair. The projects support the Nature of Science standards and their public speaking will benefit ELA standards.
8. Supporting Florida Standards Benchmark(s) with Narrative(s): SC.912.N.1.1 - Design and conduct a scientific investigation SC.912.N.4.3 - Scientific claims are evaluated through scientific argumentation
9. Number of Students*: 15 Number of Chaperones*: 3
10. Cost Per Student: _____ Budget Code or Source to be charged: _____
(Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: 8am Returning Time*: 12pm

*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): _____

Katie Ruelas
Teacher, Team Leader, Department Head, Etc.

3/10/22
Date

[Signature]
Principal

3/28/22
Date

[Signature]
Assistant Superintendent

3/28/22
Date

[Signature]
Superintendent

3/28/22
Date

(5)



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



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

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

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

Parents Driving Students

Hotel Accommodations (room assignments/supervision etc):

Room 1: Serenity Derosie, Mary Reed

Room 2: Bethany Derosie

Mask Compliance:

masks will be worn in compliance with ISEF protocols.

Social Distancing:

Social distancing will occur in compliance with ISEF Protocols.

**ADMINISTRATIVELY APPROVED
PENDING BOARD APPROVAL
May 5, 2022**

DISTRICT OF CLAY COUNTY

REQUEST

ES

International Science Fair

1. _____
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*: 5/8/22 + 5/13/22 Destination*: GA World Congress Center, Atlanta, GA
5. Group Taking Trip: International Science Fair Participants
6. If using private vehicles, list approved driver(s): Bethany Derousie
7. Educational Value of Field Trip: Students will be competing in the International Science & Engineering Fair. The projects support Nature of Science standards
8. Supporting Florida Standards Benchmark(s) with Narrative(s): SC.912.N.1.1 - Design & Conduct a scientific investigation SC.912.N.1.3 - Scientific claims are evaluated through scientific argumentation
9. Number of Students*: 2 Number of Chaperones*: 1
10. Cost Per Student: _____ Budget Code or Source to be charged: _____
(Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: 8am 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): _____

Y. Rule
Teacher, Team Leader, Department Head, Etc.

3/10/22
Date

Principal [Signature]

Date 3/28/22

Assistant Superintendent _____

Date _____

Superintendent _____

Date _____

5



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



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

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

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

3 rental vans

Hotel Accommodations (room assignments/supervision etc):

Mask Compliance:

Masks encouraged while in enclosed spaces
will follow protocol of state fair guidelines

Social Distancing:

social distancing will be encouraged where possible

School Board of Clay County

May 5, 2022 - Regular School Board Meeting

Title

C7 - Amendment to "Cooperative Agreement with the School Board of Clay County and Department of Juvenile Justice."

Description

The Amendment as follows to align with the current Florida Statute 1003.51 and Rule 6A-1.045111. The School Board will ensure that at least 95% of the Florida Education Finance Program funds generated by students in juvenile justice programs or in education programs for juveniles under Florida Statute 9085.19 be spent on instructional costs for those students. Juvenile justice nonresidential schools may provide instruction based on the hourly equivalent (1,250 instructional hours) of the 250-day calendar.

Gap Analysis

N/A

Previous Outcomes

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

Expected Outcomes

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

Strategic Plan Goal

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

Recommendation

Approval of the amendment between the Department of Juvenile Justice and the School Board of Clay County.

Contact

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

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

Financial Impact

Clay County allocates 95% of an FTE to DJJ; 5% of an FTE is allocated to the School Board of Clay County.

Review Comments

Attachments

📎 [May 2022 - Amendment to DJJ Agreement.pdf](#)

FOLLOW ALL PROCEDURES ON BACK OF THIS FORM

Contract # 220108
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: 3/22/22

Name of Contract Initiator: Treasure Rickett Telephone #: 336-6919

School/Dept Submitting Contract: Academic Services Cost Center # 9007

Vendor Name: Department of Juvenile Justice

Contract Title: Cooperative Agreement between DTT & CCSD

Contract Type: New ☐ Renewal ☐ Amendment ☒ Extension ☐ Previous Year Contract # 220006

Contract Term: 4 years Renewal Option(s):

Contract Cost: NA Fla Education Finance Program Funds

☐ 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
MAR 22 2022
PURCHASING

RECEIVED
3/24/2022
SBAO

AREA BELOW FOR DISTRICT PERSONNEL ONLY

CONTRACT REVIEWED BY:	COMMENTS BELOW BY REVIEWING DEPARTMENT
Purchasing Department <u>B78</u>	<u>Names?</u> ✓
Review Date <u>3/23/2022</u>	
School Board Attorney <u>JB</u>	<u>Agree w- changes in Red by Purchasing</u> <u>See changes in Blue</u> ✓
Review Date <u>3/28/22</u>	<u>3/30/22</u>
Other Dept. as Necessary	
Review Date	
PENDING STATUS: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	IF YES, HIGHLIGHTED COMMENTS ABOVE MUST BE CORRECTED BY INITIATOR
FINAL STATUS:	DATE:

Amendment to the Cooperative Agreement between DJJ and School Board of Clay County

The cooperative agreement between the Department of Juvenile Justice and the School Board of Clay County entered into on 8/5/21 and 8/23/21 is hereby amended as follows to align with current Florida Statute 1003.51 and Rule 6A-1.045111.

- 1.) The School Board will ensure that at least 95% of the Florida Education Finance Program funds generated by students in juvenile justice programs or in education programs for juveniles under Florida Statute 985.19 be spent on instructional costs for those students.
- 2.) Juvenile justice nonresidential schools may provide instruction based on the hourly equivalent (1,250 instructional hours) of the 250-day calendar.

THE SCHOOL BOARD OF CLAY COUNTY, FLORIDA

By: _____

Mary Bolla, Chairman

Date Signed: _____

Attest: _____

David Broskie, Superintendent

STATE OF FLORIDA DEPARTMENT OF JUVENILE JUSTICE

By: _____

, Chief Probation Officer

Date Signed _____

School Board of Clay County

May 5, 2022 - Regular School Board Meeting

Title

C8 - Agreement between the School Board of Clay County and AMI Kids

Description

A collaborative agreement between the School Board of Clay County and the AMI Kids Clay County, Inc., to address the needs of male students in Clay County. This program works in conjunction with the Department of Juvenile Justice, to provide an educational program and related services for eligible male students (up to 44 students). This program focuses on student needs dealing with specialized counseling, credit recovery services, life skills, positive gender identification, community service learning projects, and career exploration. Students attend the program for approximately 1 year. The collaboration between the two organizations has allowed students to seek an alternative setting to a previously unsuccessful environment.

Gap Analysis

The district monitors the program and their intervention strategies in order to yield positive results in the areas of academics, social behavior, and the number of students who successfully return to their home school.

Previous Outcomes

AMI Kids earned a school accountability rating of "Acceptable" in the 2020-21 DJJ Accountability Report, which was 1% from Commendable. (2021- 22 rating will be reported in June)

Expected Outcomes

By continuing the collaboration with AMI Kids, it is expected that students will be identified by the secondary schools, Bannerman Learning Center, recommended by parents, and/or the student volunteers for the program. AMI Kids is notified by any of these sources and students are oriented to the program. Once the students are enrolled, they begin the counseling program offered and then the credit/course recovery program begins. Periodic meetings take place to review outcomes and to communicate with the District on proposed return dates of the students. Through the District plan, students are able to recoup credits and, therefore, remain on track to either be promoted or to earn the necessary credits towards graduation. Curriculum deficiencies are addressed, counseling and behavior therapy takes place, increasing the likelihood of success for the students.

Strategic Plan Goal

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

Strategy 3.1: Engage stakeholders to strengthen and build a collaborative and constructive environment that encourages high expectations for all.

Recommendation

That the Clay County School Board approve the agreement between AMI Kids and the School Board of Clay County.

Contact

Roger Dailey, Chief Academic Officer; roger.dailey@myoneclay.net, 904-336-6905

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

Financial Impact

Clay County allocates 95% of an FTE to AMI Kids; 5% of an FTE is allocated to the School Board of Clay County.

Review Comments

Attachments

📎 [May 2022- AMI Kids Contract.pdf](#)

FOLLOW ALL PROCEDURES ON BACK OF THIS FORM

Contract # **220118**

Number Assigned by Purchasing Dept.



CONTRACT REVIEW

BOARD MEETING DATE:

5/5/2022

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: **4/8/22**

Name of Contract Initiator: **Treasure Pickett**

Telephone #: **336-6918**

School/Dept Submitting Contract: **Academic Services**

Cost Center # **9007**

Vendor Name: **AMI Kids**

Contract Title: **AMI Kids Agreement w/ SBAO**

Contract Type: New ☐ Renewal ☒ Amendment ☐ Extension ☐ Previous Year Contract # **210125**

Contract Term: **1 year 2022-23**

Renewal Option(s):

Contract Cost: **\$340,000 - AMI receives 95% of FTE + 5% FTE to School Board**

☐ 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 - 8 2022
PURCHASING

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

CONTRACT REVIEWED BY:		COMMENTS BELOW BY REVIEWING DEPARTMENT
Purchasing Department	B78	Dept Requested Addendum A & will attach like the previous Contract 210125.
Review Date	4/14/22	long Standing Contract - Note list of changes from 210125.
School Board Attorney	AB	
Review Date	4/18/22	
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: 4/14/2022

AMIKIDS Agreement Changes:

Agreement dates changed to 7/1/22 - 6/30/23 throughout the Agreement

Address changed throughout the Agreement - 501 Lemon St., GCS

AMIKIDS are no longer located at CHS

#5 - CHS campus was deleted

#12 - Due to location change, #12 was changed to:

The Board (Clay County Food and Nutrition Services Department) will provide all students with breakfast and lunch. For the 2022-23 school year, AMI Kids will provide the district with daily meal counts and the district will prepare and deliver breakfast to Bannerman for AMI to pick up, while the district will deliver lunch directly to AMI Kids. The district also provides meals on days when Clay County schools are out, but AMI is in session. For summer months, meals will be delivered to AMIKids at 501Lemon Street, Green Cove Springs. Breakfast and lunch will be packaged in approved containers and rosters provided to account for the USDA Federal Reimbursement regulations.

#17 (in regards to classroom spaces) and #19 (safety officer personnel) were deleted from last year's agreement because of the location being moved.

AGREEMENT BETWEEN THE SCHOOL BOARD OF CLAY COUNTY AND AMI KIDS
Dba AMIKIDS CLAY COUNTY, INC.

This Agreement, made and entered into this July 1, 2022, by and between THE SCHOOL BOARD OF CLAY COUNTY, FLORIDA, hereinafter referred to as the "BOARD," and AMIKIDS CLAY COUNTY, INC., to provide community-based, gender specific prevention and intervention services for boys in Clay County, Florida to be provided by AMIKIDS, Inc. at 501 Lemon Street, Green Cove Springs, FL 32043.

WITNESSETH:

WHEREAS, AMIKIDS is a non-profit agency contracted by the Department of Juvenile Justice (DJJ) to provide an educational program and related services for students eligible for this program by the State Board of Education Rule 6A-6.05281 and Florida Statute 1003.52; and,

WHEREAS, the BOARD is committed to providing appropriate educational programs for school age children in the Department of Juvenile Justice dropout prevention programs when school enrollment in their regular school program is not desired, available, recommended, or allowed; and,

WHEREAS, AMIKIDS is committed to providing an educational and therapeutic gender specific program for male students, who would benefit from an alternative educational setting, specialized counseling, credit recovery services, life skills, foster positive gender identification development, community service learning projects, and career exploration at AMIKIDS, Inc.

WHEREAS, the parties to this agreement desire a maximum degree of cooperation and administrative planning in order to provide high quality educational services for students placed in this program by eligibility under Florida Statute 1003.52;

NOW, THEREFORE, in consideration of the foregoing, the parties agree as follows:

1. AMIKIDS will provide services including instructional personnel, materials, and transportation for a maximum of 44 male students identified by the Department of Juvenile Justice, referred by school principals or Clay County District officials, and parents of students. Enrollment in the program shall be voluntary.
2. The BOARD will retain 5% of all applicable funds generated through the Florida Education Finance Program (FEFP) by eligible students enrolled at AMIKIDS to offset the cost of providing support and administrative services to include the following itinerant

Services: ESE Specialist, Administrative Support; and Testing Coordinator.

3. The BOARD will pay AMIKIDS 95% of applicable funds generated through the Florida Education Finance Program (FEFP) by eligible students enrolled at AMIKIDS for the period beginning July 1, 2022 and ending June 30, 2023. Initial BOARD payments will be based on AMIKIDS share of an estimated number of students (44) in attendance, for the 2022-23 year, divided into 12 monthly payments. If the number of students in attendance is below the maximum of "44" referred to in "Section 1," payments will be adjusted accordingly based on the actual number of enrolled students. AMIKIDS agrees that a student is in membership when he is officially assigned to a course or program by AMIKIDS. To be reported for funding each student must be enrolled and scheduled appropriately in the Synergy system. Payments will be made monthly by the 10th of each month upon receipt of invoices from AMIKIDS. The balance of the remaining AMIKIDS share and ongoing monthly payments will be adjusted based on actual FTE at the time of each respective FTE survey. Should an audit indicate that a funding adjustment is necessary and an over-payment of FEFP has been made to the AMIKIDS program for whatever reason, AMIKIDS shall be liable for and shall indemnify the District for any repayment of funds it has received.
4. AMIKIDS will provide transportation for students, in which case, AMIKIDS shall be entitled to state and federal reimbursement for travel costs for such transportation. AMIKIDS will submit in a timely manner the required transportation documentation to the District's Transportation department for each survey to include Survey 2 (October), Survey 3 (February) and Survey 4 (June). The BOARD will submit to the state the transportation FTE for AMIKIDS students and issue payment to AMIKIDS as part of the monthly FEFP payment in paragraph 3 above. Keystone Heights students will be transported to and from AMIKIDS campus through the Clay County School District with a specific assignment vehicle. The driver will be provided through the Clay County School District. AMIKIDS Clay County will not be eligible to collect FTE transportation funds for these specific Keystone Heights students or any students transported by the BOARD services.
5. AMIKIDS shall provide a program of education, training, and related gender-specific services to the referred students based in an experiential education model designed to increase hands-on educational opportunities, encourage appropriate masculine identify development and effect positive behavior change that may include regular physical activities and Clay County Schools approved field trips and other extracurricular activities. AMIKIDS will be responsible for the supervision and control of the students while in their educational program and any other school sites. The program will provide the District with a copy of the rules and procedures they utilize for classroom management.

6. AMIKIDS shall be staffed by qualified personnel as defined in FAC 6A-1.0503, 6A-4.003, 6A-1.050 and 6A-4.004. AMIKIDS shall employ three Florida certified teachers. AMIKIDS will provide the District certification documentation for each member of its instructional staff. AMIKIDS certified teachers shall be responsible for the supervision of instructional activities and must certify mastery of student performance objectives of courses for credit towards a standard high school diploma. The teachers will be responsible for District reports and procedures typically required of the BOARD's teachers at dropout prevention programs. AMIKIDS teachers will be eligible to attend and receive credit for professional development and trainings conducted by the BOARD at no additional cost to AMIKIDS.
7. If AMIKIDS certified teachers are absent, substitutes will be assigned using Clay County School Board's automated substitute system. The cost of substitutes provided by the BOARD will be paid by AMIKIDS. The BOARD will deduct the cost of the substitutes utilized from the monthly FEFP payment. The BOARD will provide AMIKIDS with the substitutes' names, dates utilized, and daily cost at the time of each deduction.
8. AMIKIDS shall have final authority regarding the placement of any male in the program based on AMIKIDS' intake assessment and screening.
9. AMIKIDS will accurately report student enrollment to the BOARD as required in s. 1011.62, F.S., and in accordance with the definitions in s. 1011.61, F.S., at the agreed upon intervals and using the method used by the BOARD when recording and reporting cost data by program. The BOARD agrees to include AMIKIDS enrollment in the BOARD's district report of student enrollment. AMIKIDS shall provide all required information within the same schedule required for all other of the BOARD's schools.
10. The BOARD will utilize its existing automated reporting system to collect data required for various reports required by the Department of Education. The data elements shall include but not be limited to, the following:
 - a. Demographic information
 - b. ESE data
 - c. Grade level assignment
 - d. Required health information
 - e. Required discipline codes/incident data
 - f. Daily attendance
 - g. Transportation
 - h. Student schedule
 - i. Teacher demographics
 - j. Master schedule
 - k. ESOL migrant codes
 - l. Grades/grading period/grading scale
 - m. ERW (entry, withdrawal information)

- n. Test scores – Common Assessments
 - o. Academic history and transcripts, and
 - p. Student lunch information as required
11. AMIKIDS shall maintain student records in accordance with State requirements for Dropout Prevention/Department of Juvenile Justice Programs, as well as the information for data reporting requirements requested by the BOARD and State and Federal agencies, and shall communicate and exchange appropriate student information in a manner consistent with Florida Statutes, rules and professional ethics. AMIKIDS will notify any students who file intent to terminate school enrollment of the option of enrolling in a program to attain the GED. In addition, upon a student's withdrawal from the program or upon completion of the program, AMIKIDS will award credits and grades earned and issue a final cumulative transcript.
12. The Board (Clay County Food and Nutrition Services Department) will provide all students with breakfast and lunch. For the 2022-23 school year, AMI Kids will provide the district with daily meal counts and the district will prepare and deliver breakfast to Bannerman for AMI to pick up, while the district will deliver lunch directly to AMI Kids. The district also provides meals on days when Clay County schools are out, but AMI is in session. For summer months, meals will be delivered to AMIKids at 501 Lemon Street, Green Cove Springs. Breakfast and lunch will be packaged in approved containers and rosters provided to account for the USDA Federal Reimbursement regulations.
13. No student under the age of sixteen (16) may be terminated from the program until an alternative educational placement has been determined. Alternative educational placement shall be determined by the BOARD within ten (10) business days following notification by AMIKIDS that a student is to be removed from placement. Students sixteen (16) years of age or older who desire to withdraw without a next school placement or diploma must 1) meeting in person with BOARD's Dropout Prevention Office staff regarding the proposed withdrawal; and 2) have a Student Declaration of Intent to Terminate School Enrollment form signed by a parent or guardian prior to their withdrawal. If the Student Declaration of Intent to Terminate School Enrollment is not signed, the student will be assigned to an alternative educational placement by the BOARD in accordance with the procedure. AMIKIDS will follow procedures in Board policy.
14. The BOARD will provide access to online instructional programming, including Clay Virtual School, Edgenuity, Achieve 3000 and computer hardware or other online curriculum programs adopted by the District for the purpose of student instruction at no cost to AMIKIDS. Students assigned to AMIKIDS may utilize online courses in a significant capacity. AMIKIDS shall utilize academic and vocational assessments approved by the FDOE that are age appropriate and administered according to publisher's guidelines, and will notify the District of which assessment is being used.

15. AMIKIDS agrees to comply with Florida Statutes, applicable State Board of Education Rules, and federal legislation including but not limited to the Civil Rights Act of 1964 as amended; Section 504 of the Rehabilitative Act of 1973, amended; Title IX of the Education Amendment Act of 1974; and the Individual with Disabilities Act. In the event AMIKIDS violates any State Law, FDOE rule, District policy, and/or other covenant set forth herein, and said violation results in a loss of funding to the District, AMIKIDS shall reimburse the District for the full amount of the loss. This provision shall remain in force, even if the contract is terminated, for a period of three (3) years or until all state audits are conducted, whichever occurs first.
16. The staff of the BOARD will be permitted to review the program provided by AMIKIDS and procedures and guidelines developed and mutually agreed upon by both parties regarding the implementation of this contract. In addition, AMIKIDS agrees to develop a Transition Plan for each student upon entry. The Transition Plan must include academic reentry goals, career and employment goals, and the recommended next educational placement. AMIKIDS will have an "Exit Portfolio" for all students which will contain, at a minimum, all the academic records of credits earned, entry/withdrawal information, grades in progress, schedule, IEP, assessments, examples of student's work, and any other agreed upon documents.
17. AMIKIDS is responsible for meeting applicable safety, health, and sanitation standards of authorized state and local agencies.
18. The BOARD and AMIKIDS will collaboratively develop a School Safety Plan. The plan will include provisions for ensuring the safety of educational personnel, students and BOARD equipment.
19. AMIKIDS, its officer, agents, employees and subcontractors, shall comply at all times during the term of the Agreement at AMIKIDS' own cost with the background screening requirements of Sections 1012.32(2), 1012.465, and 1012.56, F.S. (2014), as applicable, and to follow applicable District procedures for compliance with such laws. The procedures are available for viewing at the BOARD's website, by clicking on "Business," then "Vendors," and then "Jessica Lunsford Act." A printed version may be obtained from the District contact listed in this Agreement.
20. AMIKIDS shall draft a calendar, containing a minimum of 250 days of instruction, for submission to the administrator of dropout prevention services by July 1 for the contract year beginning July 1, 2022. AMIKIDS must notify the administrator of dropout prevention services any deviation from this calendar must be done in coordination with the administrator of dropout prevention services or designee.
21. In the event that the BOARD and AMIKIDS are unable to agree upon a function not specified in this agreement, the Executive Director and the District Dropout Prevention Administrator will attempt to resolve any differences which may arise under this agreement. In the event such differences cannot be resolved between the personnel described herein, any such disagreement shall be submitted to the Assistant Superintendent of Curriculum and Instruction and the Regional Director of AMIKIDS for resolution.

22. Neither party shall assign this agreement, however, it may be modified in writing by the parties/ mutual consent.
23. This agreement shall be effective July 1, 2022, for the school year 2022-2023, and shall terminate June 30, 2023. Either party may terminate this agreement by giving sixty (60) days' notice, in writing, to the other party. It is further agreed that a substantial breach of any section of the agreement shall be the basis for immediate termination upon no less than twenty-four (24) hours written notice. Such notice shall be delivered by certified mail, return receipt requested, or in person with proof of delivery. This Cooperative Agreement between the School Board of Clay County, Florida and the Department of Juvenile Justice dated June 14, 2011. The Cooperative Agreement states eleven (11) requirements of P.L. 107-110, Section 1425, which are incorporated herein by reference and made a part hereof.
24. The parties agree to be fully responsible for their own acts of negligence, or their respective agents' acts of negligence when acting within the scope of their employment, and agree to be liable for any damages proximately caused thereby; provided, however, the parties agree that BOARD's liability is subject to the monetary limitations and defenses imposed by Section 768.28, Florida Statutes. Nothing herein is intended to serve as a waiver of sovereign immunity by BOARD, nor shall anything herein be construed as consent by BOARD or AMIKIDS to be sued by any third party for any cause or matter arising out of or related to this Agreement.
25. AMIKIDS is an authorized provider of services through the Department of Juvenile Justice to provide educational programs and related services for students eligible for the program under State Board of Education Rule 6A-6.05281 and Florida Statute 1003.52.
26. Required Insurance. Without limiting any of the other obligations or liabilities of AMIKIDS, the program will (and shall also require of any of its subcontractors), at their sole expense, procure, maintain and keep in force the amounts and types of insurance conforming to the minimum requirements set forth herein. Except as may be otherwise expressly specified in documents provided to AMIKIDS, the insurance shall commence

At or prior to the execution of this contract by the District and shall be maintained in force throughout the term of this Contract. AMIKIDS will provide to the Board a "Certification of Insurance" each year showing the minimum levels of insurance provided by insurers that meet or exceed an "A" rating by the District. In addition, AMIKIDS will list SBCC as certificate holders and "additionally insured." 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.

In WITNESS WHEREOF, the parties hereto have executed this agreement the day and year first above written.

Witnesses Agreement

AMIKIDS Clay County and the School Board of Clay County, FL

By: _____
SBCC Chair

Attest: _____

Approved as to for:

By: _____
Executive Director, AMIKIDS Clay County Vice-President, AMIKIDS

Executive Vice-President, AMIKIDS



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

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

1. The Company, Vendor, Agency, or Consultant, of Contract with the School Board of Clay County, hereafter collectively and individually referred to as the "Contractor".
2. CONTRACTOR represents that it is an independent contractor and that it requires that the SBCC treat it as such. CONTRACTOR agrees:
 - a. That it has no rights to any benefits extended by the SBCC to its employees [including without limitation, sick leave, vacation time, insurance coverage, etc.];
 - b. That it will not take a position contrary to their status as an independent contractor, and agrees to accept the responsibilities placed on independent contractors by federal and state law accordingly, the SBCC will not make the deductions or contributions that an employer may be required to make with respect to its employees, and the undersigned will be responsible for all federal and state tax and fund obligations, including without limitation, income tax, Social Security, unemployment compensation, etc.];
 - c. CONTRACTOR agrees, as an independent contractor and not an employee of the SBCC, it is responsible for providing their own Worker's Compensation Insurance and social security/self-employment contributions.
3. CONTRACTOR acknowledges and accepts responsibility for all risks of injury and loss associated with the performance of this Agreement. In addition to any other statutory or common law obligation to indemnify and defend the SBCC, CONTRACTOR shall indemnify, defend, and hold harmless the SBCC, its officers, and employees from any claim, loss, damage, penalty, or liability arising from the negligent acts, omissions, misfeasance, malfeasance, or intentionally wrongful conduct of CONTRACTOR, its employees, or agents relating to the performance of duties imposed upon CONTRACTOR by this Agreement. Such indemnity shall not be limited by benefits payable by or for CONTRACTOR under worker's compensation, disability, or any other employee benefits or insurance programs or policies. Contractor shall timely provide to the SBCC written notice of any claim, complaint, or demand asserted against CONTRACTOR related to the performance of this Agreement. CONTRACTOR's obligations under this section shall survive the termination of this Agreement.
4. CONTRACTOR agrees to be bound by, and at its own expense comply with, all federal, state, and local laws, ordinances, and regulations applicable to the services. CONTRACTOR shall review and comply with the confidentiality requirements of federal and state law and the SBCC policy regarding access to and use of records.
5. Reservation of Sovereign Immunity: No provision or language in the underlying contract shall be construed or interpreted to increase the scope or dollar limit of the SBCC's liability beyond that which is set forth in Section 768.28 of the Florida Statutes. Nor shall any such language be construed or interpreted to waive the SBCC's sovereign immunity from suit, or to require the SBCC to indemnify CONTRACTOR or any other person, corporation or legal entity of any kind or nature whatsoever for injury or loss resulting from any acts or omissions other than those which arise from the actionable negligence of the SBCC. The SBCC expressly reserves all other protections and privileges related to its sovereign immunity.
6. CONTRACTOR will perform the services in a thorough, efficient, and professional manner, promptly and with due diligence and care, and in accordance with the best practices of the profession, utilizing qualified and suitable personnel, equipment and materials. CONTRACTOR warrants and represents to the SBCC that it possesses the expertise, capability, equipment and personnel to properly perform the services and that it is properly and legally licensed to perform the services. CONTRACTOR acknowledges that the SBCC is relying on the warranties and representations made by CONTRACTOR.

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

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

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

19. E-Verify: CONTRACTOR named herein, and its subcontractors, are required to register with and use the U.S. Department of Homeland Security's (DHS) E-Verify system to verify the work authorization status of all newly hired employees. By executing this Agreement, the CONTRACTOR certifies that it, and any sub-contractors with which it contracts, are registered with, and use, the E-Verify system for all newly hired employees, and acknowledges that it must obtain an affidavit from its subcontractors in accordance with Section 448.095(2)(b) Fla. Stat. that the subcontractor does not employ, contract with or subcontract with any unauthorized alien. The CONTRACTOR must maintain a copy of such affidavit for the duration of the Agreement. This section serves as notice to the CONTRACTOR that, pursuant to the terms of Section 448.095(2)(c) 1 and 2, Florida Statutes, the SBCC shall terminate this Agreement if it has a good faith belief that the CONTRACTOR has knowingly violated Section 448.09(1), F.S.. If the SBCC has a good faith belief that the subcontractor, without the knowledge of the CONTRACTOR, has knowingly violated Section 448.09(1) or 448.095(2), F.S., the SBCC shall notify the CONTRACTOR and order the CONTRACTOR to immediately terminate the contract with the subcontractor. If the SBCC terminates an Agreement with a CONTRACTOR pursuant to sec. 448.095(2)(c), F.S., the CONTRACTOR will not be awarded a public contract for at least one year after the date of such termination.
20. The CONTRACTOR certifies that CONTRACTOR is in compliance with the requirements of law regarding equal employment opportunity for all persons without regard to age, race, color, religion, sex, national origin, or disability and is not on the Discriminatory Vendor List pursuant to Florida Statute 287.134.
21. CONTRACTOR shall, at CONTRACTOR's sole expense, procure and maintain during the term of this Agreement, at least the following minimum insurance coverage, which shall not limit the liability of CONTRACTOR:

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

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

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

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

22. CONTRACTOR shall not solicit or accept brokerage or any other fees or remuneration from any provider of the SBCC insurance program.
23. CONTRACTOR recognizes and acknowledges that by virtue of entering into this Agreement and providing services hereunder, CONTRACTOR, its agents, employees, officers, and subcontractors may have access to certain confidential information and processes, including confidential student information, personal health information, financial records, and access to the SBCC networks (hereinafter "Confidential Information"). CONTRACTOR agrees that neither it nor any CONTRACTOR agent, employee officer, or subcontractor will at any time, either during or subsequent to the term of this Agreement, disclose to any third party, except where permitted or required by law or where such disclosure is expressly approved by the SBCC in writing, any Confidential Information. In addition, following expiration of said Agreement, CONTRACTOR, its agents, employees, officers, and subcontractors shall either destroy or return to the SBCC all Confidential Information. With 72-hours written notification, the SBCC reserves the right to determine whether or not Confidential Information has been destroyed and such confirmation may include inspecting the CONTRACTOR's facilities and equipment. CONTRACTOR understands and agrees that it is subject to all federal and state laws and SBCC rules relating to the confidentiality of student information. Contractor further agrees to comply with the Family Educational Rights and Privacy Act ("FERPA") 34 C.F.R. § 99. Contractor shall regard all student information as confidential and will not disclose personally-identifiable student records or information to any third party without appropriate legal authorization. Access to SBCC data or networks shall require a SBCC Data-Sharing and Usage Agreement and shall only be authorized by the SBCC IT Department.
24. CONTRACTOR is required to comply with the Florida Public Records Law, Chapter 119, Florida Statutes, in the performance of CONTRACTOR's duties under this Agreement, and will specifically:
- Keep, maintain, and produce upon request and within a reasonable period of time all data created or collected in the performance of its duties under this Agreement ("Agreement Data") which come within the definition of a "public record" under Chapter 119.
 - Provide to the SBCC, upon its request and free of charge, a copy of each record which CONTRACTOR seeks to produce in response to a public records request.
 - Ensure that all Agreement Data considered exempt under Chapter 119 are not disclosed except as authorized by law.
 - Upon completion of its obligations under the Agreement, transfer to the SBCC, at no cost, all Agreement Data in CONTRACTOR's possession or otherwise keep and maintain such data/records as required by law. All records transmitted to the SBCC must be provided in a format that is compatible the SBCC's information technology systems.
 - The SBCC is authorized to collect, use or release social security numbers (SSN) of CONTRACTOR and their employees for the following purposes, which are noted as either required or authorized by law to be collected. The collection of social security numbers is either specifically authorized by law or imperative for the performance of the District's duties and responsibilities as prescribed by law (Sections 119.07(5)(a)2 and 3, Florida Statutes):
 - 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]
 - CONTRACTOR that District reasonably believes would receive a 1099 form if a tax identification number is not provided including for IRS form W-9 [Required by 26 C.F.R. § 31.3406-0, 26 C.F.R. § 301.61091, and Fla. Stat. § 119.07(5)(a)2 and 6]

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

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

25. Government Funding (if Applicable): Funding for this Agreement may be provided in whole or in part by one or more Government funding agencies (Federal, State, Local). As a result, CONTRACTOR shall comply with applicable Laws, Regulations, Executive Orders, and Governmental Agency Rules and Policies included but not

limited to Titles: 2 – Grants and Agreements (2 C.F.R. §200), Title 7 – Agriculture (NSLP), Title 34 – Education (EDGAR, FERPA), Title 44 – Emergency Management and Assistance (FEMA); U.S. Code Titles: 20,31,40,41.

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

SBCC'S Representative with CONTRACTOR is: _____

School/Department Name: _____

Mailing Address: _____

Phone #: _____ Email Address: _____

Accepted and Agreed to:

SCHOOL BOARD OF CLAY COUNTY

By: _____

Print Name: _____

Title: _____

Date: _____

CONTRACTOR

By:  _____

Print Name: Maria Przybylski

Title: Executive Director

Date: 4/18/2022

NOTIFICATION DOCUMENT

Waiver Requires Signature At Time Of Entrance On SBCC Property

Masks are Mandatory and a signed COVID-19 Waiver will be required by all Vendors, Visitors, Volunteers, Non-Employees, ETC. conducting business on our property.

COVID-19 WAIVER

SCHOOL BOARD OF CLAY COUNTY, FLORIDA

RELEASE OF LIABILITY AND ASSUMPTION OF RISK RE: COVID 19 INFECTION

In consideration of being allowed to participate in any way in any activity which takes place on Clay County School District ("CCSD") property (facilities or grounds) I, the undersigned vendor, volunteer, parent, or legal guardian, acknowledge, understand, and agree that by participating in events and activities at Clay County School District facilities/property: (1) there are certain risks to me and my child(ren) arising from or related to possible exposure to communicable diseases including, but not limited to, COVID-19, the virus "severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2)", which is responsible for the Coronavirus Disease (also known as COVID-19) and/or any mutation or variation thereof (collectively referred to as "Communicable Diseases"); (2) I am fully aware of the hazards associated with such Communicable Diseases and; (3) I knowingly and voluntarily assume full responsibility for any and all risk of personal injury or other loss that I may sustain in connection with such Communicable Diseases, and: (4) I, for myself or for my minor child(ren) or ward(s), and on behalf of my/our heirs, assigns, beneficiaries, executors, administrators, personal representatives, and next of kin, HEREBY EXPRESSLY RELEASE, HOLD HARMLESS, AND FOREVER DISCHARGE CLAY COUNTY SCHOOL BOARD ("The District") and its officers, officials, agents, representatives, employees, other participants, sponsors, advertisers, and, if applicable, owners and lessors of premises upon which CCSD related events and activities take place (the "Released Parties"), from any and all claims, demands, suits, causes of action, losses, and liability of any kind whatsoever, whether in law or equity, arising out of or related to any ILLNESS, INJURY, DISABILITY, DEATH, OR OTHER DAMAGES incurred due to or in connection with any Communicable Diseases, WHETHER ARISING FROM THE NEGLIGENCE OF THE RELEASED PARTIES OR OTHERWISE, to the fullest extent permitted by law.

I agree that this Agreement is intended to be as broad and inclusive as is permitted by the laws of the State of Florida, and if any portion hereof is held invalid, it is agreed that the remainder shall continue in full legal force and effect.

I certify that I am the legal parent/guardian of the MINOR CHILDREN listed below, and that I HAVE READ AND UNDERSTAND THE FOREGOING RELEASE and affirm that I, on behalf of myself and my minor child(ren), do consent and agree to the complete, total and unequivocal release of all the Released Parties as provided above.

I HAVE READ THIS RELEASE OF LIABILITY AND ASSUMPTION OF RISK AGREEMENT, FULLY UNDERSTAND ITS TERMS, UNDERSTAND THAT I HAVE GIVEN UP SUBSTANTIAL RIGHTS BY SIGNING IT, AND SIGN IT FREELY AND VOLUNTARILY WITHOUT ANY INDUCEMENT.

Participant/Vendor/Volunteer/Parent Signature

Date

Printed Name

Name of each minor child for whom this Release applies, if applicable:

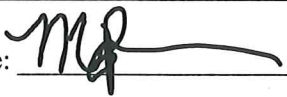
Exhibit # 1

WORKERS COMPENSATION ACKNOWLEDGEMENT FORM (WCAF)

The undersigned Contractor/Vendor ("Contractor") represents and acknowledges that it is an independent contractor and is not provided coverage under any self-insured workers compensation program of the School Board of Clay County, Florida (the "Board" or "District"), any primary workers compensation insurance policy purchased by or on behalf of the District, any excess workers compensation insurance purchased by or on behalf of the District, any risk sharing arrangement, risk sharing pool, or any state reimbursement fund for workers compensation payments made by the District, based on the following understandings and representations by the Contractor:

1. Contractor is not an "Employee" as defined under Chapter 440 of the Florida Statutes. The Parties agree that Chapter 440 describes remedies for employers and employees in place of Florida common law and limits the rights of independent contractors like the undersigned.
2. Contractor maintains a separate business with its own work equipment, material, and accommodations.
3. Contractor has a different federal employer identification number than the District or is a sole proprietor who is not required to obtain a federal employer identification number under state or federal regulations.
4. Contractor receives compensation for services rendered or work performed, and such compensation is paid to a business rather than to an individual.
5. Contractor maintains at least one bank account in the name of the Contractor or associated persons or entities for the purposes of paying business expenses related to the services rendered or work performed for the District.
6. Contractor performs work or is able to perform work for entities other than the District at the Contractor's election without the necessity of completing an employment application or process.
7. Contractor either provides its own workers compensation coverage or has elected to be exempt from workers compensation coverage.
8. Contractor has provided proof of other insurance, including liability insurance, to the District in the amounts required by the District.
9. Contractor had an opportunity to review and consult with legal counsel regarding this document.
10. Contractor understands that the District is relying upon the truthfulness and accuracy of representations in this acknowledgement as a material basis for the District entering into the underlying agreement(s) with Contractor.

Name of Contractor/Vendor: Maria Przybylski

Signature of Authorized Representative: 

Printed Name of Authorized Representative: Maria Przybylski

Title of Authorized Representative: Executive Director

Date: 4/18/2022

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: AMIkids Clay County

Signature of Authorized Representative: 

Print Name of Authorized Representative: Maria Przybylski

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: AMKids Clay County

Maria Przybylski

Executive Director

Printed Name

Title of Authorized Representative

Signature: 

Date: 4/18/2022

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.

AMIkids Clay County

CONTRACTOR NAME: _____

AUTHORIZED CONTACTOR REPRESENTATIVE SIGNATURE:

Maria Przybylski

(Printed Name)

Executive Director

(Title)


(Signature)

4/18/2022

(Date)

Exhibit # 2 (d)

NON-COLLUSION AFFIDAVIT

STATE OF FLORIDA)
COUNTY OF CLAY)

My name is (*INSERT NAME* _____). 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* _____) 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* _____) 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.

AMlkids Clay County

CONTRACTOR NAME: _____

AUTHORIZED CONTACTOR REPRESENTATIVE SIGNATURE:

Maria Przybylski

(Printed Name)

Executive Director

(Title)



(Signature)

4/18/2022

(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
_____	_____	_____
_____	_____	_____
_____	_____	_____

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

AMIkids Clay County

Company Name



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/9/2021

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

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

PRODUCER Bouchard Insurance 101 N Starcrest DR Clearwater FL 33765	CONTACT NAME:		
	PHONE (A/C, No. Ext): 727-447-6481	FAX (A/C, No): 727-449-1267	
INSURED AMIKIDS AMIKids Clay County, Inc. dba AMIKids Center for P 2025 State Road 16 W Green Cove Springs, FL 32043	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Safety National Casualty Corporation A++		15105
	INSURER B: Century Surety Company A		36951
	INSURER C: Florida Insurance Trust		99999
	INSURER D: Benchmark Insurance Company A		41394
	INSURER E: Star Insurance Company A-		18023
	INSURER F:		

COVERAGES

CERTIFICATE NUMBER: 1301931912

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
C D	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input checked="" type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:	Y		FITGL373632021 CSXS500062021	12/1/2021 12/1/2021	12/1/2022 12/1/2022	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 2,000,000 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 \$
C E	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY			FITA0373632021 CSA098671400	12/1/2021 12/1/2021	6/1/2022 12/1/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB DED <input checked="" type="checkbox"/> RETENTION \$ 0			FITXS373632021	12/1/2021	12/1/2022	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
A	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	LDS4064072	12/1/2021	12/1/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.I. EACH ACCIDENT \$ 1,000,000 E.I. DISEASE - EA EMPLOYEE \$ 1,000,000 E.I. DISEASE - POLICY LIMIT \$ 1,000,000
C	Sexual Misconduct Professional Liability			FITGL373632021	12/1/2021	12/1/2022	Occurrence/Aggregate Occurrence/Aggregate 2000000/2000000 2000000/4000000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

For more info, please contact Matt Frye, Director of Risk Management, AMIKids, Inc., 813-887-3300 or msf@amikids.org

Certificate Holder is named Additional Insured with regard to the liability policies of the insured, but only with respect to and to the extent of the liabilities assumed by the Named Insured under written contract, agreement or permit and subject to the provisions and limitations of the policy.

CERTIFICATE HOLDER**CANCELLATION**

<input checked="" type="checkbox"/> Clay County School Board 900 Walnut Street Green Cove Springs FL 32403	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>Jack George</i>

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School Board of Clay County

May 5, 2022 - Regular School Board Meeting

Title

C9 - Lexia® LETRS® (Language Essentials for Teachers of Reading and Spelling)

Description

The LETRS® (Language Essentials for Teachers of Reading and Spelling) Suite is professional learning provides educators and administrators with deep knowledge to be literacy and language experts in the school of reading. Developed by renowned literacy experts Dr. Louisa Moats, Dr. Carol Tolman, and Dr. Lucy Hanen Paulson, it is a flexible literacy professional learning solution for educators and administrators. LETRS® teaches the skills needed for developing the fundamentals of reading instruction—phonological awareness, phonics, fluency, vocabulary, comprehension, writing, and language.

Gap Analysis

Districts must ensure that intensive reading interventions are delivered by instructional personnel who are certified or endorsed in reading (Section 1011.62(8)(d), F.S.), and that Summer Reading Camp instruction for grade 3 students who score Level 1 on the statewide standardized assessment for ELA is provided by a highly effective teacher endorsed or certified in reading. The Language Essentials for Teachers of Reading and Spelling (LETRS®) is a state approved professional development course of study for the reading endorsement. The LETRS® course of study assists educators with developing, increasing, and demonstrating knowledge of explicit, systematic, sequential, and multi-sensory approaches to reading instruction as outlined in the in-service requirement identified in Florida Statute s. 1012.585(3) F.S. Additionally, the LETRS® course of study assists educators with effectively meeting the needs of students with reading difficulties and disabilities, including dyslexia outlined in the in-service requirement for teaching students with disabilities (SWD) per Senate Bill 1108 (SB 1108). Reporting of data elements is required by Rule 6A.6.053(7)(e) of the District K-12 Comprehensive Evidence-Based Reading Plan within the Comprehensive Management Information System as provided in Rule 6A-1.0014, F.A.C. These data elements include: 1. Student Enrollment in Reading Intervention; 2. Reading Endorsement competency status for teachers; and 3. Reading Certification progress status for teachers.

Previous Outcomes

- Based on 2021-2022 district MTSS reporting data, 439 scholars are currently being provided tier 3 reading interventions requiring a reading endorsed teacher.
- Based on 2020-2021 district Mid-Year i-Ready Diagnostic Data for grades K through sixth grade, 17% of students were at-risk for Tier 3 intervention (two or more grade levels below).
- Based on 2019-2020 district Mid-Year i-Ready Diagnostic Data for grades K through sixth grade, 15% of students were at-risk for Tier 3 intervention (two or more grade levels below).
- Based on 2019-2020 district Mid-Year i-Ready Diagnostic Data for grades K through sixth grade, 15% of students were at-risk for Tier 3 intervention (two or more grade levels below).

Expected Outcomes

The expected outcomes include increasing the number of teachers in the district who are reading endorsed to provide reading intervention to students identified with substantial reading deficiencies (tier 3 instruction and intervention) in accordance with Section 1011.62(8)(d), F.S. requiring intensive reading interventions must be delivered by instructional personnel who are certified or endorsed in reading.

Strategic Plan Goal

Goal 1: Develop Great Educators and Leaders

Strategy 1.2: Provide diagnostic and prescriptive interventions for differentiated instruction in reading.

Recommendation

That the Clay County School Board approve the purchase of Lexia® LETRS® (Language Essentials for Teachers of Reading and Spelling) for supporting teachers with obtaining the requirements for adding the reading endorsement to their teaching certificate.

Contact

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

Financial Impact

For 07/01/2022-06/30/2023, the fiscal impact of the Lexia® LETRS® (Language Essentials for Teachers of Reading and Spelling) participant materials bundle (print + license) with face-to-face or live webinar professional learning will not exceed \$125,000.00 from the 2022-2023 Florida Education Finance Program (FEFP) Evidence-Based Reading Instruction Allocation for professional development and training material.

Review Comments**Attachments**

- 🔗 [Lexia® LETRS® \(Language Essentials for Teachers of Reading and Spelling\) Contract.pdf](#)
- 🔗 [LETRSSuiteBrochure_Feb2022.pdf](#)

DRAFT

FOLLOW ALL PROCEDURES ON BACK OF THIS FORM

Contract # 220120
Number Assigned by Purchasing Dept.



CONTRACT REVIEW

BOARD MEETING DATE:
5/5/2022
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: April 7, 2022

Name of Contract Initiator: Bianca Montoro

Telephone #: 336-6968

School/Dept Submitting Contract: Reading & Early Literacy

Cost Center # 9015

Vendor Name: Lexia Learning Systems LLC

Contract Title: LETRS - For Reading Endorsement

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

Contract Term: July 1, 2022 - June 30, 2023

Renewal Option(s): None

Contract Cost: \$125,000.00

☒ BUDGETED FUNDS – SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT

Funding Source: Budget Line # 100.6400590.9015.1193.0000.000.0

Funding Source: Budget Line # 100.6400310.9015.1193.0000.000.0

Training Material
Professional Services

☐ 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 11 2022
PURCHASING

** AREA BELOW FOR DISTRICT PERSONNEL ONLY **

CONTRACT REVIEWED BY:

COMMENTS BELOW BY REVIEWING DEPARTMENT

Purchasing Department B78

Review Date 4/14/2022

Purchasing Dept Worked With Vendor and Cost Center 9015 on SBCC Agreement Called "ICSA between Lexia & SBCC"
Need Current COI

School Board Attorney

Review Date 4/19/22

Other Dept. as Necessary

Review Date

PENDING STATUS: ☐ YES ☐ NO

IF YES, HIGHLIGHTED COMMENTS ABOVE MUST BE CORRECTED BY INITIATOR

FINAL STATUS

☒ APPROVED

DATE: 4/14/2022



INDEPENDENT CONTRACTOR SERVICES AGREEMENT

This CONTRACTOR Services Agreement ("Agreement") is made as of the effective date set forth below, by and between the SCHOOL BOARD OF CLAY COUNTY, Florida (hereinafter referred to as "SBCC"), 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 Lexia Learning Systems LLC (hereinafter referred to as "CONTRACTOR"), whose principal place of business is 300 Baker Avenue, Suite 320, Concord, MA 01742.

WHEREAS, the SBCC is engaged in the activity of providing educational opportunities to children; and

WHEREAS, CONTRACTOR has experience, skill, and expertise in delivering the services and/or products described in this Agreement; and

WHEREAS, the SBCC is interested in procuring the services and/or products of CONTRACTOR, as best fits the needs of the school district as determined by the SBCC; and

WHEREAS, CONTRACTOR desires to provide their services and/or products to the Clay County School/Department as described in the Scope of Services and/or Products attached hereto as Attachment A,

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 Page (156 of 305) 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) CONTRACTOR that District reasonably believes would receive a 1099 form if a tax identification number is not provided including for IRS form W-9 [Required by 26 C.F.R. § 31.3406-0, 26 C.F.R. § 301.61091, and Fla. Stat. § 119.07(5)(a)2 and 6]

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

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

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: Bianca Montoro
School/Department Name: Clay County School District
Mailing Address: 900 Walnut St, Green Cove Springs, FL 32043 US
Phone #: (904) 336-6965 Email Address: bianca.montoro@myoneclay.net

Accepted and Agreed to:

SCHOOL BOARD OF CLAY COUNTY LEXIA LEARNING SYSTEMS LLC

By: _____

By: 

Print Name: _____

Peter Koso

Title: _____

Vice President

Date: _____

30-Mar-2022

Attachment A

SCOPE OF SERVICES AND/OR PRODUCTS

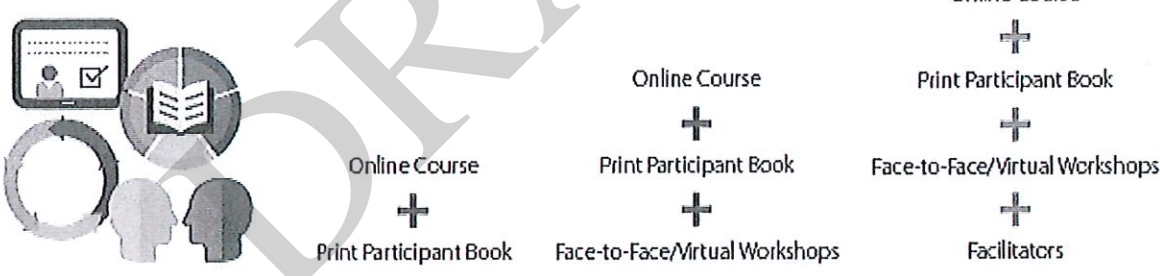
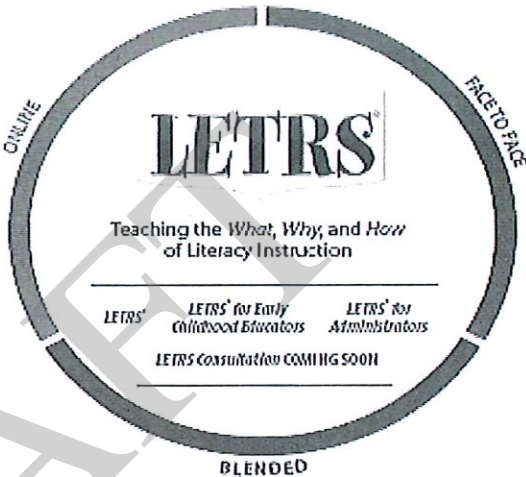
1. **Description of Services and/or Products** (If sufficient space is not available on Attachment A, CONTRACTOR may provide information and append it to the Agreement as Attachment A-1, Attachment A-2, etc)

LETRS is the State Approved Reading Endorsement Pathway

The **LETRS** Suite of Professional Learning

The **LETRS** Suite of products helps literacy educators:

- Distinguish between the research base for best practices and other competing ideas not supported by scientific evidence
- Understand how language, reading, and writing are related to one another
- Make instructional decisions and program choices with reference to scientific research evidence, strategic use of assessments, and observations of students
- Deliver comprehensive, integrated, language, and literacy instruction as defined by standards and by research for a given grade, age, or ability level
- Facilitate early identification and intervention with reading problems, including dyslexia



Professional Development shall be purchased as needed via a SBCC Purchase Order upon the receipt and approval of a Vendor Quote. ALL Vendor Quotes shall have the following clause: "This quote shall be subject to and incorporate the terms and conditions of the Independent Contractor Services Agreement ("SBAO (2/16/2022): ICSA between LEXIA & SBCC") between the School Board of Clay County, FL ("SBCC"), and Lexia Learning Systems LLC ("CONTRACTOR"). Vendor Quote Template attached hereto as Attachment A-1.

Each quote shall provide a detailed description of the Professional Development requested, Start Date and End Date, Quantity and Pricing. All Purchase Orders shall contain the corresponding Quote Number of the Professional Development being purchased.

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 \$ Specified On Vendor Quote(s) (Flat Rate (cost for scope of work)). The total compensation under this agreement shall not exceed \$ 125,000.00.

QUOTE

**Lexia Learning Systems LLC**

300 Baker Avenue, Suite 320

Concord, MA 01742 USA

Phone: (978) 402-3620

Fax: (978) 402-3621

Quote #: Q-504162-1
Created Date: 3/31/2022

Prepared By: Cheryl McLaughlin
Email: cheryl.mclaughlin@lexialearning.com

Ship To:
Clay Co School District
900 Walnut St
Green Cv Spgs, FL 32043 US

Bill To:
Bianca Montoro
Clay Co School District
814 Walnut St
Green Cv Spgs, FL 32043 US

Quantity	Line Item Description	Product Code	Version	Volume	Term	Sales Price	Total Price
40	LETRS Participant Materials Bundle (Print + License) with Face-to-Face Professional Learning	382491	3E	1+2	2 year	\$1,517.00	\$60,680.00

Total Price \$60,680.00
Est. Tax \$0.00
Total Due \$60,680.00

Prices quoted are inclusive of Shipping and Handling.

If you are Tax-Exempt, please send a copy of your Tax-Exempt Certification with your PO. Please note that if you have previously provided this certificate to Voyager Sopris, we will need a new certificate issued to Lexia Learning Systems.

Fax or email Purchase Orders with quote number Q-504162-1 to the following:

Attn: Cheryl McLaughlin

Email: cheryl.mclaughlin@lexialearning.com

Fax: (978) 402-3621

PLEASE NOTE THE QUOTE NUMBER MUST APPEAR ON PURCHASE ORDER(S) IN ORDER TO PROCESS.

TERMS AND CONDITIONS

**Prices included herein are exclusive of all applicable taxes, including sales tax, VAT or other duties or levies imposed by any federal, state or local authority, which are the responsibility of Customer. Any taxes shown are estimates for informational purposes only. Customer will provide documentation in support of tax exempt status upon request. Pricing is valid for 60 days unless otherwise specified on this quote. Unless otherwise provided herein, Lexia will invoice the total fees set forth above upon receipt of customer's PO/acceptance. Payment is due net 30 days of invoice.

1-Year LETRS licenses expire 12 months from the date of activation; 2-Year LETRS licenses expire 24 months from the date of activation.

- Additional Support Services purchased separately from subscription licenses/packages (e.g., webinars or additional onsite and/or virtual training hours) must be used within 12 months from the received date of the PO acceptance of the applicable quote.
- A customer-designated account administrator contact name and email address are required for all subscriptions and service orders.

ORDER TERM

This quote and the associated confirming purchase order or other customer confirmation of this quote serve as an agreement for this order, which becomes effective upon its acceptance by both parties. Unless otherwise agreed by Lexia and customer in writing, the licenses, products and/or services purchased pursuant to this order will begin on or about the start date and continue in effect for the applicable period set forth in this quote. Unless otherwise set forth herein or agreed to by Lexia and customer in writing, all subscriptions and services are deemed delivered upon provisioning of license availability, and all subscription licenses and services must be used within the applicable subscription or service period herein; unused subscription licenses or services are not eligible for refund or credit. Onsite training fulfilled with virtual training equivalency as needed. Virtual training equivalency = four (4) live online sessions for each onsite training day session. Without prejudice to its other rights, Lexia may suspend delivery of the subscriptions, products and/or services in the event that customer fails to make any payment when due following notice.

ORDER PROCESS

To submit an order, please fax this quote along with the applicable Purchase Order to: (978) 287-0062, or send by email to your sales representative's email address listed above.

NOTE: EACH PURCHASE ORDER MUST INCLUDE THE CORRECT QUOTE NUMBER PROVIDED ON THIS QUOTE, AND THE QUOTE SHOULD BE ATTACHED.

ACCEPTANCE

All subscriptions, products and services hereunder are offered subject to the Lexia K-12 Education Application License Agreement terms, available at <https://lexialearning.com/privacy/eula> (the "License"), as supplemented by the terms herein. By placing any order, customer confirms its acceptance of the License and the terms and fees in this quote, which, together with any previously awarded proposal and/or any other associated agreement entered into by Lexia and customer regarding the subscriptions, products and services in and as supplemented by this quote, constitute the entire agreement between customer and Lexia regarding such subscriptions, products and services (the "Agreement"). Customer and Lexia agree that the terms and conditions of this Agreement supersede any additional or inconsistent terms or provisions in any customer drafted purchase order, which shall be void and of no effect, or any communications, whether written or oral, between customer and Lexia relating to the subject matter hereof. In the event of any conflict, the terms of this Agreement shall govern.

This quote shall be subject to and incorporate the terms and conditions of the Independent Contractor Services Agreement ("SBAO (2/16/2022): ICSA between LEXIA & SBCC") between the School Board of Clay County, FL ("SBCC"), and Lexia Learning Systems LLC ("CONTRACTOR")

DRAFT

NOTIFICATION DOCUMENT

Waiver Requires Signature At Time Of Entrance On SBCC Property

Masks are Highly Encouraged and a signed COVID-19 Waiver will be required by all Vendors, Visitors, Volunteers, Non-Employees, Employees not drawing District pay at the time they are on campus, or others conducting business on our property.

COVID-19 WAIVER

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

In consideration of being allowed to participate in any way in any activity which takes place on Clay County School District ("CCSD") property (facilities or grounds) I, the undersigned vendor, volunteer, parent, or legal guardian, acknowledge, understand, and agree that by participating in events and activities at Clay County School District facilities/property: (1) there are certain risks to me and my child(ren) arising from or related to possible exposure to communicable diseases including, but not limited to, COVID-19, the virus "severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2)", which is responsible for the Coronavirus Disease (also known as COVID-19) and/or any mutation or variation thereof (collectively referred to as "Communicable Diseases"); (2) I am fully aware of the hazards associated with such Communicable Diseases and; (3) I knowingly and voluntarily assume full responsibility for any and all risk of personal injury or other loss that I may sustain in connection with such Communicable Diseases, and; (4) I, for myself or for my minor child(ren) or ward(s), and on behalf of my/our heirs, assigns, beneficiaries, executors, administrators, personal representatives, and next of kin, HEREBY EXPRESSLY RELEASE, HOLD HARMLESS, AND FOREVER DISCHARGE CLAY COUNTY SCHOOL BOARD ("The District") and its officers, officials, agents, representatives, employees, other participants, sponsors, advertisers, and, if applicable, owners and lessors of premises upon which CCSD related events and activities take place (the "Released Parties"), from any and all claims, demands, suits, causes of action, losses, and liability of any kind whatsoever, whether in law or equity, arising out of or related to any ILLNESS, INJURY, DISABILITY, DEATH, OR OTHER DAMAGES incurred due to or in connection with any Communicable Diseases, WHETHER ARISING FROM THE NEGLIGENCE OF THE RELEASED PARTIES OR OTHERWISE, to the fullest extent permitted by law.

I agree that this Agreement is intended to be as broad and inclusive as is permitted by the laws of the State of Florida, and if any portion hereof is held invalid, it is agreed that the remainder shall continue in full legal force and effect.

I certify that I am the legal parent/guardian of the MINOR CHILDREN listed below, and that I HAVE READ AND UNDERSTAND THE FOREGOING RELEASE and affirm that I, on behalf of myself and my minor child(ren), do consent and agree to the complete, total and unequivocal release of all the Released Parties as provided above.

I HAVE READ THIS RELEASE OF LIABILITY AND ASSUMPTION OF RISK AGREEMENT, FULLY UNDERSTAND ITS TERMS, UNDERSTAND THAT I HAVE GIVEN UP SUBSTANTIAL RIGHTS BY SIGNING IT, AND SIGN IT FREELY AND VOLUNTARILY WITHOUT ANY INDUCEMENT.

Participant/Vendor/Volunteer/Parent Signature

Date

Printed Name

Name of each minor child for whom this Release applies, if applicable:

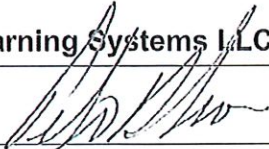
Exhibit # 1

WORKERS COMPENSATION ACKNOWLEDGEMENT FORM (WCAF)

The undersigned Contractor/Vendor ("Contractor") represents and acknowledges that it is an independent contractor and is not provided coverage under any self-insured workers compensation program of the School Board of Clay County, Florida (the "Board" or "District"), any primary workers compensation insurance policy purchased by or on behalf of the District, any excess workers compensation insurance purchased by or on behalf of the District, any risk sharing arrangement, risk sharing pool, or any state reimbursement fund for workers compensation payments made by the District, based on the following understandings and representations by the Contractor:

1. Contractor is not an "Employee" as defined under Chapter 440 of the Florida Statutes. The Parties agree that Chapter 440 describes remedies for employers and employees in place of Florida common law and limits the rights of independent contractors like the undersigned.
2. Contractor maintains a separate business with its own work equipment, material, and accommodations.
3. Contractor has a different federal employer identification number than the District or is a sole proprietor who is not required to obtain a federal employer identification number under state or federal regulations.
4. Contractor receives compensation for services rendered or work performed, and such compensation is paid to a business rather than to an individual.
5. Contractor maintains at least one bank account in the name of the Contractor or associated persons or entities for the purposes of paying business expenses related to the services rendered or work performed for the District.
6. Contractor performs work or is able to perform work for entities other than the District at the Contractor's election without the necessity of completing an employment application or process.
7. Contractor either provides its own workers compensation coverage or has elected to be exempt from workers compensation coverage.
8. Contractor has provided proof of other insurance, including liability insurance, to the District in the amounts required by the District.
9. Contractor had an opportunity to review and consult with legal counsel regarding this document.
10. Contractor understands that the District is relying upon the truthfulness and accuracy of representations in this acknowledgement as a material basis for the District entering into the underlying agreement(s) with Contractor.

Name of Contractor/Vendor: Lexia Learning Systems LLC

Signature of Authorized Representative: 

Printed Name of Authorized Representative: Peter Koso

Title of Authorized Representative: Vice President

Date: 30-Mar-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: Lexia Learning Systems LLC

Signature of Authorized Representative: _____

Print Name of Authorized Representative: Peter Koso, Vice President

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: Lexia Learning Systems LLC

Peter Koso
Printed Name

Signature: 

Vice President
Title of Authorized Representative

Date: 30-Mar-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:

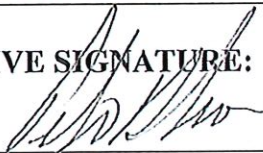
1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions what shall be taken against employee for violations of such prohibition.
2. Inform employees about 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: Lexia Learning Systems LLC

AUTHORIZED CONTACTOR REPRESENTATIVE SIGNATURE:

Peter Koso
(Printed Name)


(Signature)

Vice President
(Title)

30-Mar-2022
(Date)

Exhibit # 2 (d)

NON-COLLUSION AFFIDAVIT

STATE OF FLORIDA)
COUNTY OF CLAY)

My name is (*INSERT NAME* **Peter Koso**). 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* **Lexia Learning Systems LLC**) 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* **Lexia Learning Systems LLC**) 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: **Lexia Learning Systems LLC**

AUTHORIZED CONTACTOR REPRESENTATIVE SIGNATURE:

Peter Koso

(Printed Name)



(Signature)

Vice President

(Title)

30-Mar-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.

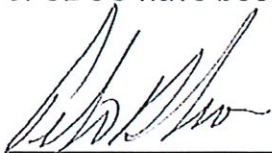
Contractor must disclose the names of any employees who are employed by Contractor who are also an employees of SBCC. Persons identified below may have obligations and restrictions applicable to them under Chapter 112, Florida Statutes.

Name of Contractor's Employee	SBCC Title or Position of Contractor's Employee	SBCC Department/School of Contractor's Employee
Not applicable		

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

Peter Koso, Vice President

Lexia Learning Systems LLC

Company Name



CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)
04/12/2022

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 Aon Risk Services Southwest, Inc. Dallas TX Office 5005 Lyndon B Johnson Freeway Suite 1500 Dallas TX 75244 USA		CONTACT NAME: PHONE (A/C. No. Ext): (866) 283-7122 FAX (A/C. No.): (800) 363-0105 E-MAIL ADDRESS:	
INSURED Lexia Learning Systems LLC 300 Baker Ave, Ste 320 Concord MA 01742 USA		INSURER(S) AFFORDING COVERAGE INSURER A: Berkley National Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 38911	

COVERAGES **CERTIFICATE NUMBER:** 570092647186 **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL 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"/> PROJECT <input type="checkbox"/> LOC OTHER:			TCP701596512	04/15/2022	04/15/2023	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$15,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			TCP 7015965-12	04/15/2022	04/15/2023	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION <input type="checkbox"/> CLAIMS-MADE			TCP701596512	04/15/2022	04/15/2023	EACH OCCURRENCE \$25,000,000 AGGREGATE \$25,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	N/A	TWC701596613	04/15/2022	04/15/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE-EA EMPLOYEE \$1,000,000 E.L. DISEASE-POLICY LIMIT \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

School Board of Clay County is included as Additional Insured in accordance with the policy provisions of the General Liability policy.

CERTIFICATE HOLDER

CANCELLATION

School Board of Clay County 900 Walnut St Green Cove Springs FL 32043 USA	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>Aon Risk Services Southwest, Inc.</i>
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Holder Identifier :

Certificate No : 570092647186

“

INFORMED TEACHERS CHANGE LIVES

Teachers are the most important factor in student success.

Informed teachers can explain language to students, including sounds, spellings, and word meanings that might be confusing. They use lessons based on reading science and understand the process of learning to read and write.

Research proves it. Science matters.

—LOUISA MOATS, ED.D.

The logo for 'LETTERS' is presented in a stylized, red, serif font. The letters are bold and closely spaced. A registered trademark symbol (®) is located at the top right of the 'S'. The logo is set against a white, open-book-like background.

LANGUAGE ESSENTIALS FOR TEACHERS
OF READING AND SPELLING

Literacy Professional
Learning

NOW ALSO ONLINE

Lexia®
a cambium company



Why are **only 35%** of U.S. students reading proficiently or better?*

Teachers Matter.

Research shows that only 35 percent of students are reading proficiently, but 95 percent of students CAN learn to read. And while teachers are the MOST essential factor in student success, only 49 percent of teaching institutions effectively prepare teachers for literacy instruction.

Teaching reading requires a deep understanding of the processes and science behind it. *LETRS* is the professional learning that empowers teachers.

The most important factor to student success is the teacher.

They, not programs, teach students how to read. Yet a study of most teaching institutions found a huge deficit in the number of programs that actually prepare teachers with all five essential components of literacy instruction: phonemic awareness, phonics, fluency, vocabulary, and comprehension.** Additionally, the 2019 National Assessment of Educational Progress, NAEP, study found 66 percent of U.S. fourth grade students are not proficient readers.

LETRS is based on more than two decades of research

Reading requires multiple parts of the brain learning to work together. Teaching reading requires a deep understanding of the science behind how we learn to read, why we spell the way we do, or how phonemic awareness and phonics lead to comprehension. Without this understanding, teachers are left feeling ill prepared. That's why *LETRS*® bridges decades of evidenced-based research into classroom success.

*nationsreportcard.gov/reading/nation/achievement?grade=4

**nctq.org/publications/2020-Teacher-Prep-Review:-Program-Performance-in-Early-Reading-Instruction

Proven to Accelerate Teacher Knowledge

LETRS addresses four critical outcomes for effective literacy instruction: understanding the science of reading, converting research to practice, enhancing teacher effectiveness, and transforming instruction. By understanding the “why” behind science and evidence-based research, educators can effectively know how to aid students in learning to read. *LETRS* professional learning is relevant and applicable and designed to be the cornerstone of a multiyear, systemic literacy improvement initiative.



SCIENCE OF READING

Leverages decades of research including the latest neuroscience to help educators identify the source of reading difficulties and how to teach more effectively.



CONVERTS RESEARCH TO PRACTICE

Evidence-based research and strategies that explain the “why” behind comprehensive literacy instruction, providing explicit instruction about “how” to effectively teach for the best results.

*“Going through **LETRS**, you sit there, moment-by-moment, thinking, ‘I should have known this.’ It’s the tool to change lives and change communities.”*

—Ebony Lee, Ph.D.
Director of Curriculum, Instruction, and Assessment
Clayton County Public Schools, GA



ENHANCES TEACHER EFFECTIVENESS

Teacher effectiveness is more significant to student achievement than any other factor. When teachers know the “why” and “how” of reading, they can change lives.



TRANSFORMS INSTRUCTION

Provides a common language and understanding of evidence-based reading practices. Promotes effective and consistent literacy instruction school- and district-wide. Helps prevent and remediate reading difficulties for all students.



What Makes **LETRS** Unique?

LETRS® is a professional learning experience that bridges deep, meaningful research into practical classroom success. *LETRS* provides educators with the science of reading, depth of knowledge, and tools to teach language and literacy skills to every student.



Flexible Implementation Models

LETRS provides practical support to teachers with tools that are available 24/7—online, print, and in-person consulting services—and ongoing support throughout the school year with strategies specific to instruction. *LETRS* meets educators where they are in terms of resources and options and can be used with any quality literacy program.

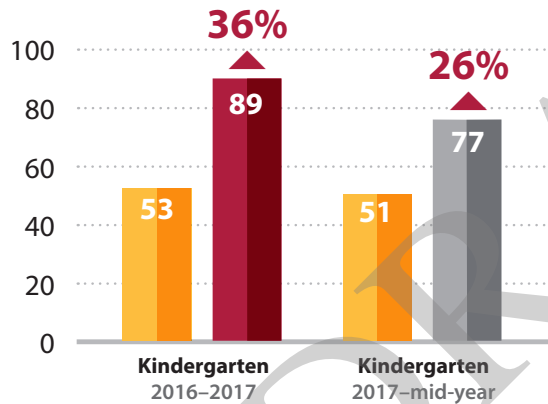




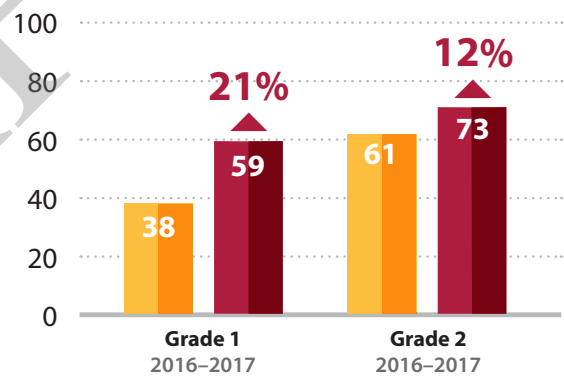
Established on Evidence-Based Research with a Focus on Language

LETRS has more than a decade of demonstrated success in schools and districts across the U.S., and fills the gaps in language structure and language development that were not taught in teacher-preparation courses.

Percent of Niles City, OH Students Whose Benchmark Performances Improved with *LETRS*



Fifty-three percent of the Niles City Schools kindergarten students were at or above benchmark at the start of the 2016-2017 school year. That figure improved to 89 percent by the end of the school year. Early data for the 2017-2018 school year showed significant improvement as well. Fifty-one percent were at or above benchmark at the start, while 77 percent were at or above benchmark at the midyear point.



At Niles City Schools, 38 percent of first grade students and 61 percent of second grade students were performing above benchmark during the same period. Once *LETRS* was implemented, the number of students performing above benchmark levels increased considerably by year end.



Beginning of Year



Midyear



End of Year

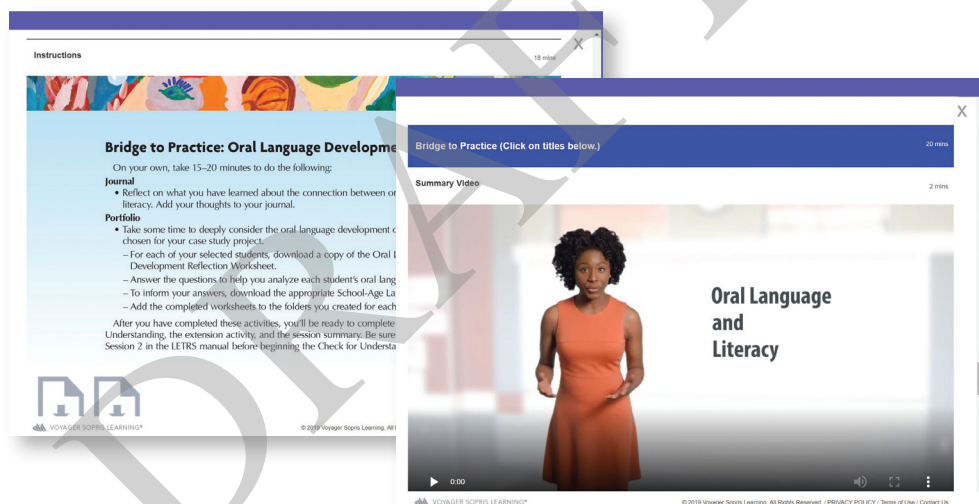
What Makes **LETRS** Unique?



Integrated Bridge to Practice Exercises**

Throughout **LETRS**, Bridge to Practice opportunities allow teachers to apply evidence-based concepts and best practices to daily classroom instruction.

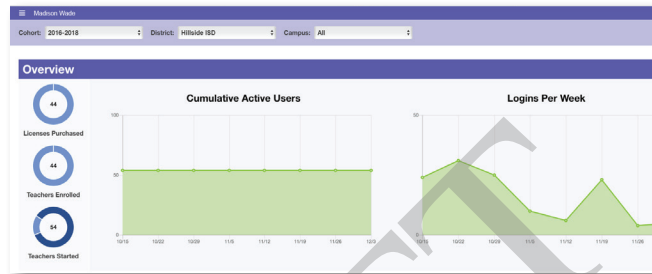
- The online **Bridge to Practice** exercises are designed to bolster transference of knowledge to classroom practice.
- Explicit directions are provided as well as downloadable tools for support.





Detailed Reporting for Accountability**

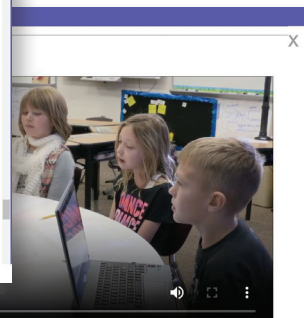
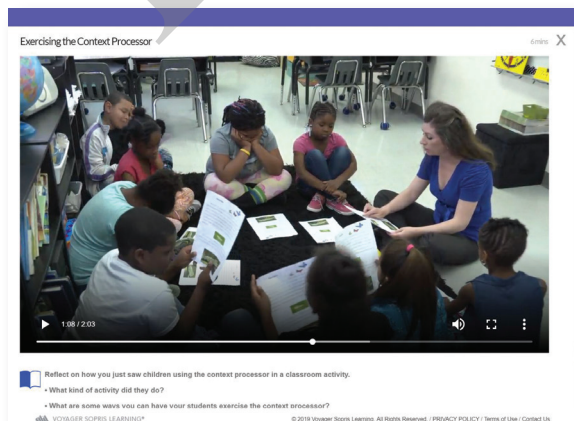
LETRS gives participants and administrators the ability to measure participation and knowledge gains.



Embedded Video Modeling of Instruction**

Embedded video demonstrates how to deliver effective instruction that teachers understand and how to apply concepts to classroom practice.

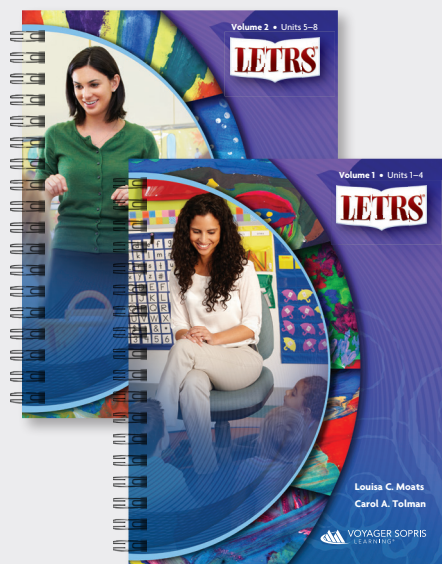
**Only available through the online platform.



1. What did students learn about morphemes and syllables in this lesson? Select all that apply.
- ☐ a. Morphemes are meaningful chunks of a word.
 - ☐ b. Most syllables in most words are morphemes.
 - ☐ c. Sometimes a syllable in a word is a morpheme.
 - ☐ d. Roots can combine with any prefixes and suffixes to form words.

What Will Teachers Learn?

UNITS



LETRS units address each essential component of reading instruction and the foundational concepts that link each component.

Units 1–4

Theoretical models from reading science; phonology, basic and advanced phonics; screening and educational diagnostic assessment

Units 5–8

Teaching vocabulary, language and reading comprehension, and writing

Unit 1 The Challenge of Learning to Read

- Why reading is difficult
- The connection between language and literacy
- What the brain does when a person is reading
- The skills that support proficient reading
- How children learn to read and spell
- Major types of reading difficulties
- How to use assessment for prevention and early intervention
- Using assessment to differentiate instruction

Unit 2 The Speech Sounds of English

- Phonology related to reading and spelling
- How phonological skills develop
- The importance of phonemic awareness
- The consonant and vowel phonemes of the English language
- Recognize and respond to errors of English learners and dialect speakers
- Recognize how allophonic variation in speech affects students' spelling
- How phonological skills should be taught, and which ones should be assessed

Unit 3 Teaching Beginning Phonics, Word Recognition, and Spelling

- The role of the strands of the Reading Rope in word recognition
- The role of phonics in reading instruction
- Compare code-emphasis instruction with meaning-emphasis instruction
- Explore phoneme-grapheme correspondence system of English
- Classify phonics elements
- Understand some basic patterns of position-based spelling in English
- Instruction sequence: letter names and letter formation; key word for sound-symbol associations; teach correspondences explicitly; use sound-blending routines
- Word practice and word meaning routines
- How to teach spelling using dictation
- Decodable text and when it is important to use
- Using data to further student success

Unit 4 Advanced Decoding, Spelling, and Word Recognition

- Advanced word study
- Position-based spelling correspondences and other orthographic conventions
- Phoneme-grapheme mapping
- The six syllable types and how they should be taught
- Distinguish syllables from morphemes
- Suffix rules
- Spelling screeners and how to interpret the results
- Best practices for teaching spelling
- Relationship between reading fluency and reading comprehension
- Building word, sentence, and passage reading fluency
- Interpret phonological, phonics, spelling, and fluency data
- Aligning practices with scientific evidence

Unit 5 The Mighty Word: Oral Language and Vocabulary

- The relationship among vocabulary knowledge, background knowledge, oral language proficiency, and reading comprehension
- Mental map of a well-known word
- Words that should be taught directly
- Introducing new words
- Effective practice of new words
- Creating a language-rich classroom

Unit 6 Digging for Meaning: Understanding Reading Comprehension

- The language and cognitive skills that support reading comprehension
- Distinguish comprehension products from comprehension processes
- The goal of comprehension instruction is to create a coherent mental model of the text
- Characteristics of students who struggle with language and reading comprehension
- The connection among vocabulary, background knowledge, and reading comprehension
- Process for teaching texts
- The importance of syntax and how to teach it
- The importance of text coherence and its relationship to mental coherence
- How text structure affects comprehension

Unit 7 Text-Driven Comprehension Instruction

- The balance of foundational skills with language comprehension
- Which comprehension strategies are supported by research
- Effective strategies during and after reading
- Student-generated questions before, during, and after reading
- The importance of generating questions that deepen understanding of text
- Reread and revisit text for various purposes
- The process for planning an entire reading comprehension lesson for narrative and informational text
- Adapting instruction or special populations

Unit 8 The Reading-Writing Connection

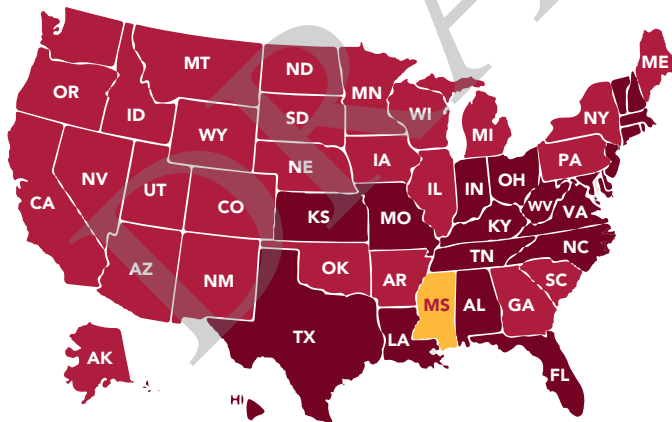
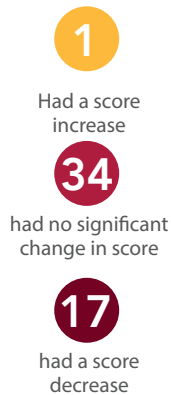
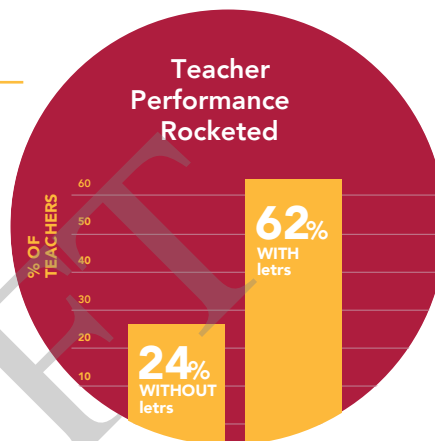
- Writing is important because it benefits reading
- Understand the foundational and language skills necessary for writing
- The phases of the writing process
- Letter formation and handwriting fluency
- Explicit instruction for spelling
- How students gain competence in building sentences
- Narrative writing development
- Informational and opinion writing development
- Methods for assessing student progress in writing

LETRS Helped Transform Mississippi

Mississippi is one of many shining examples of how instruction rooted in the science of reading and backed by scientific research can transform outcomes. A statewide LETRS implementation catapulted Mississippi to No. 1. in the U.S. on the 2019 NAEP.

Teachers Matter

With LETRS, 62 percent of Mississippi teachers rated above average or excellent in teacher performance.



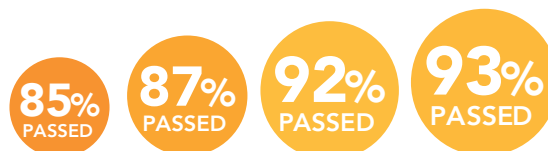
ALL STATES/JURISDICTIONS 2017-2019

Mississippi Outperforms All

With LETRS, Mississippi is the only state to increase scores on the NAEP.

Reading is Science

Mississippi's scores demonstrate a science-based approach maintains consistent, powerful improvement year over year.



STATEWIDE END-OF-THIRD GRADE READING PASSING RATES

mdek12.org/OPR/Reporting/Reports

LETRS Drives Success

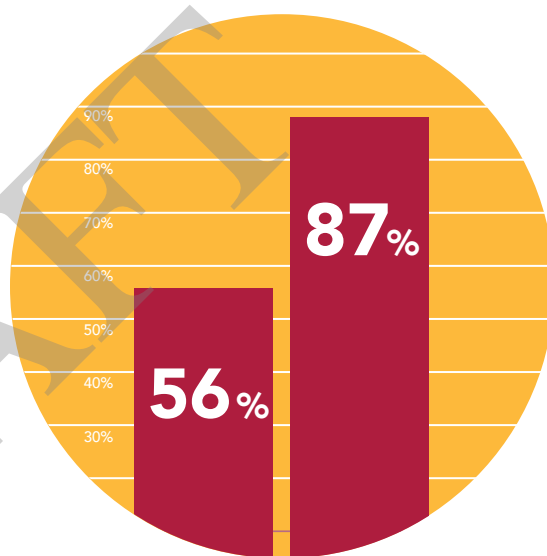
When general education and intervention teachers learn and apply the information contained in *LETRS*, such substantive professional learning has been shown to have powerful beneficial effects on student learning, including:

- An increase in overall achievement levels and fewer students experiencing reading difficulties
- Effective teachers who are more content and whose sense of efficacy and empowerment will replace burnout and low expectations

In Ohio

In Ohio, where Niles City Schools (NCS) implemented *LETRS*, the district's K–3 students reading at or above average increased from 56 percent to 87 percent within one school year.

In just one year, student literacy success at NCS improved dramatically, according to the district's universal screening measure, ***DIBELS Next® (Dynamic Indicators of Basic Early Literacy Skills Next)***, also a Voyager Sopris Learning® product.



STUDENTS AT OR ABOVE AVERAGE READING LEVEL



Respected Authorship

Dr. Louisa C. Moats

Louisa C. Moats, Ed.D., is a nationally recognized authority on literacy education and is acclaimed as a researcher, speaker, consultant, and trainer. Dr. Moats received her doctorate in reading and human development at the Harvard Graduate School of Education and is widely published on reading instruction, the professional learning of teachers, and the relationship between language, reading, and spelling. Dr. Moats' awards include the prestigious Samuel Torrey Orton Award and June L. Orton Award from the International Dyslexia Association® for outstanding contributions to the field and the Eminent Researcher Award from Learning Difficulties Australia. Dr. Moats also received the Benita A. Blachman Award from The Reading League.



Dr. Carol A. Tolman

Carol A. Tolman, Ed.D., has presented *LETRS* hundreds of times, in all states and districts, as the lead trainer of trainers. With unparalleled talent as a teacher of teachers and enabler of school change, Dr. Tolman also has more than 25 years of experience in public schools and the juvenile justice system. In addition to spearheading many successful, long-term literacy initiatives, Dr. Tolman organized and delivered curriculum for the Massachusetts Licensure Program and conducted a four-year project for the Maryland Department of Education supporting literacy knowledge for professors.

"Informed teachers are our best insurance against reading failure. While programs are very helpful tools, programs don't teach, teachers do."

—Dr. Louisa Moats

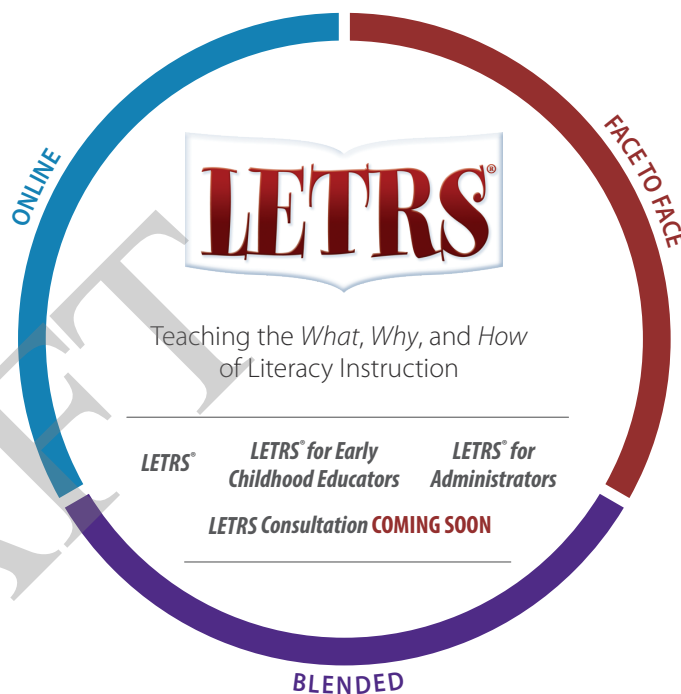


Read more about **LETRS** and the authors at:
lexialearning.com/leters

The **LETRS** Suite of Professional Learning

The **LETRS** Suite of products helps literacy educators:

- Distinguish between the research base for best practices and other competing ideas not supported by scientific evidence
- Understand how language, reading, and writing are related to one another
- Make instructional decisions and program choices with reference to scientific research evidence, strategic use of assessments, and observations of students
- Deliver comprehensive, integrated, language, and literacy instruction as defined by standards and by research for a given grade, age, or ability level
- Facilitate early identification and intervention with reading problems, including dyslexia



LETRS Changes Lives

LETRS supports professional learning through:

- A modern, blended approach with the availability of digital and print resources and professional learning practice to meet staff development needs.
- Face-to-face interactive sessions specific to each unit
- Optional LETRS Consulting support for teachers and administrators.

Delivery Options

LETRS is offered in flexible implementation models to meet the specific needs of customers. We work with you early in the process to identify the delivery models and supports that produce the most impactful results.



Online Course



Print Participant Book



Online Course



Print Participant Book



Face-to-Face/Virtual Workshops



Online Course



Print Participant Book



Face-to-Face/Virtual Workshops



Facilitators



for Early Childhood Educators

First Steps to Early Literacy

The more children know about language and literacy before they begin formal schooling, the better equipped they are to succeed in reading.

LETRS® for Early Childhood Educators provides vital, applicable information about the foundational skills young children need before learning to read and write.

LETRS for Early Childhood Educators:

- Empowers teachers to understand the “what,” “why,” and “how” of early literacy instruction
- Aligns with the recommendations of the 2008 National Early Literacy Panel on Developing Early Literacy
- Helps educators build deep understanding of oral language, phonological processing, and print knowledge



for Administrators

Champion Change

Administrators can be catalysts for facilitating change and implementing strong literacy instruction. *LETRS® for Administrators* is a professional learning experience that helps literacy leaders learn how to:

- Create highly efficient methods of analyzing student data
- Establish highly effective instructional blocks in literacy
- Examine resources for all tiers of instruction
- Provide an insightful overview of *LETRS* content to support teachers

Administrators are provided specific steps for facilitating change, developing a comprehensive assessment plan, managing resources, assembling a school leadership team, and making data-based decisions.



FOR ADDITIONAL DETAILS, VISIT:

lexialearning.com/leters/early-childhood-educators



FOR ADDITIONAL DETAILS, VISIT:

lexialearning.com/leters/administrators



What Educators Say About **LETRS**

**“The results have
been incredible.”**

—Alana Cohen

District Curriculum Specialist Rapides Parish, LA

**“It gave us the
springboard to change our
instructional practices.”**

—Ann Marie Thigpen

Superintendent of Niles City Schools, OH

**“LETRS was the missing
piece, especially with the shift in
education where so many teachers
are coming from nontraditional
backgrounds to teach.”**

—Kimberly Bennett

Executive Assistant Superintendent Rapides Parish, LA

**“LETRS is the best training I
have received in my career.”**

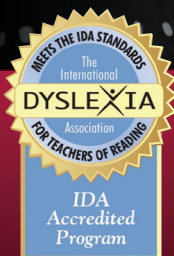
—Carrie Orcutt

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School Board of Clay County

May 5, 2022 - Regular School Board Meeting

Title

C10 - Proclamation #22-19 to Recognize May as Better Speech and Hearing Month in Clay County

Description

Every May, the American Speech-Language Hearing Association (ASHA) runs its Better Hearing and Speech Month (BHSM) campaign to raise awareness about communication disorders. Speech-language pathologists and audiologists throughout Florida and the nation make a special effort to inform, educate, and raise public awareness of speech, language and hearing disorders. May 18th is also recognized as Speech-Language Pathologist appreciation day.

Gap Analysis

N/A

Previous Outcomes

N/A

Expected Outcomes

Recognize the work of Speech-Language Pathologists, Audiologists, and teachers of the Deaf/Hard of Hearing in improving communication skills with the students of clay County.

Strategic Plan Goal

N/A

Recommendation

Establish May as Better Speech and Hearing Month and May 18th as National Speech-Language Pathologist Day.

Contact

Susan Broskie, Speech-Language Specialist, (904) 336-6873, susan.broskie@myoneclay.net

Financial Impact

None

Review Comments**Attachments**

🔗 [Proclamation #22-19 National SLP Day.pdf](#)

SCHOOL BOARD OF CLAY COUNTY, FLORIDA

PROCLAMATION #22-19



WHEREAS, each year, during the month of May, the American Speech-Language Hearing Association (ASHA) promotes Better Hearing & Speech Month (BHSM) to raise awareness about communication disorders and hearing health; and

WHEREAS, each year, during the month of May, speech-language pathologists and audiologists throughout Florida and the nation make a special effort to inform, educate, and raise public awareness of speech, language and hearing disorders; and

WHEREAS, school-based speech language pathologists, audiologists, and teachers of the deaf/hard of hearing dedicate their lives to helping children and students in need and providing support in schools across our district; and

WHEREAS, these professionals are essential to each school's exceptional student education team and are invaluable support resources for schools and parents.

NOW, THEREFORE, BE IT RESOLVED, that the School Board of Clay County, Florida, does hereby proclaim May as Better Speech and Hearing Month and May 18th as National Speech-Language Pathologist Day.

Duly adopted and approved by the School Board of Clay County, Florida, this 5th day of May, 2022.

ATTEST:

David S. Broskie
Superintendent of Schools
Clay County, Florida

Mary Bolla, School Board Chair

School Board of Clay County

May 5, 2022 - Regular School Board Meeting

Title

C11 - Proclamation of Mental Health Month May 2022

Description

Recognizes the importance of coordinated mental health services in promoting the academic success of our students.

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

The citizens of Clay County will recognize and further support coordinated mental health services that support children, youth, young adults, and families.

Strategic Plan Goal**Recommendation****Contact**

Heather McDonald 904-336-6900 heather.mcdonald@myoneclay.net; Laura Fogarty 904-336-6513
laura.fogarty@myoneclay.net

Financial Impact

None

Review Comments**Attachments**

📎 [2022 mental health awareness month proclamation.pdf](#)

SCHOOL BOARD OF CLAY COUNTY, FLORIDA

PROCLAMATION # 22-18

Mental Health Month



WHEREAS, the need for comprehensive, coordinated mental health services for children, youth, young adults, and families places a critical responsibility on our community; and

WHEREAS, it is appropriate that Clay County District Schools dedicate a time each year to raise the awareness of mental health; and

WHEREAS, Clay County District Schools, through its unique approach to providing resources to students and families with mental health needs, is striving to effectively help students be more successful; and

WHEREAS, Clay County District Schools, encourages its citizens to participate in uniting to meet the mental health needs of children and youth in our community; and

NOW, THEREFORE, BE IT RESOLVED, that the School Board of Clay County, Florida, does hereby proclaim May 2022 as Mental Health Month.

Duly adopted and approved by the School Board of Clay County, Florida, this 5th day of May, 2022

ATTEST:

David S. Broskie
Superintendent of Schools
Clay County, Florida

Mary Bolla, School Board Chair

School Board of Clay County

May 5, 2022 - Regular School Board Meeting

Title

C12 - Navigate 360, LLC curriculum to meet requirements set forth under Rule 6A-1.094124, F.A.C.)

Description

Navigate 360 provides a web based curriculum called Suite 360: Mental Health & Prevention that is specifically tailored to meet FLDOE required instruction topics of mental health, substance use and abuse, and child trafficking.

Gap Analysis

Suite 360 modules will enable Clay County District Schools to ensure the required five hour minimum of instruction on substance use and abuse, child trafficking prevention and awareness, and mental and emotional health education (Rule 6A-1.094124, F.A.C.), is facilitated for students in all educational settings for the 22-23 school year.

Previous Outcomes

Suite 360 modules were implemented during the 20-21 and 21-22 school years to provide the required education on the topics of substance use and abuse, child trafficking prevention and awareness, and mental and emotional health education. The curriculum enabled Clay County District Schools to meet the statute guidelines and requirements.

Expected Outcomes

All Clay County District School students will have a working knowledge of substance use and abuse, child trafficking, and mental health awareness. Topics include:

- Youth substance use and abuse health education
- Recognition of signs of human trafficking
- Awareness of resources, including national state, and local resources
- Prevention of the abuse of and addiction to alcohol, nicotine, and drugs
- Information on the prevalence, nature, and strategies to reduce the risk of human trafficking, techniques to set healthy boundaries, and how to safely seek assistance
- Information on how social media and mobile device applications are used for human trafficking
- Recognition of signs and symptoms of mental health disorders; prevention of mental health disorders; mental health awareness and assistance
- How to reduce stigma around mental health disorders
- The process for accessing treatment
- Strategies to develop healthy coping techniques
- Strategies to support a peer, friend, or family member with a mental health disorder
- Prevention of suicide

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

That the Clay County School Board will approve the purchase of the Navigate 360 curriculum, Suite 360: Mental Health & Prevention.

Contact

Laura Fogarty 904-336-6513 laura.fogarty@myoneclay.net

Financial Impact

\$45,346.09 Mental Health Assistance Allocation 22-23

Review Comments

Attachments

🔗 [Navigate 360 LLC Curriculum Mental Health and Prevention 22-23.pdf](#)

DRAFT

FOLLOW ALL PROCEDURES ON BACK OF THIS FORM

Contract # 220119
Number Assigned by Purchasing Dept.



CONTRACT REVIEW

BOARD MEETING DATE:

5/5/2022

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: 4-8-22

Name of Contract Initiator: Laura Fogarty

Telephone #: 6-6513

School/Dept Submitting Contract: Climate & Culture

Cost Center # 9004

Vendor Name: Navigate 360, LLC

Contract Title: Navigate 360 License & Professional Development Agreement

Contract Type: New ☐ Renewal ☒ Amendment ☐ Extension ☐ Previous Year Contract # 210128

Contract Term: 22-23 SY

Renewal Option(s):

Contract Cost: \$45,346.09

☒ **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)

☒ 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 11 2022
PURCHASING

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

CONTRACT REVIEWED BY:	COMMENTS BELOW BY REVIEWING DEPARTMENT
Purchasing Department <u>BYS</u>	<u>Online Curriculum Subscription + Support</u>
Review Date <u>4/11/2022</u>	<u>Same T+C as last Contract 210128 that was</u>
School Board Attorney	<u>Board approved 6/24/2021</u>
Review Date <u>4/12/22</u>	
Other Dept. as Necessary <u>BYS</u>	<u>For IT per Ethan Caren 4/11/22 Email</u>
Review Date <u>4/11/2022</u>	<u>Evolution labs</u>
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 <u>28</u> DATE: <u>4/12/22</u>



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 Navigate 360, LLC (hereinafter referred to as "CONTRACTOR"), whose principal place of business is 3900 Kinross Lakes Pkwy 2nd Fl. Richfield, OH 44286.

WHEREAS, the SBCC is engaged in the activity of providing educational opportunities to children; and

WHEREAS, CONTRACTOR has experience, skill, and expertise in delivering the services and/or products described in this Agreement; and

WHEREAS, the SBCC is interested in procuring the services and/or products of CONTRACTOR, as best fits the needs of the school district as determined by the SBCC; and

WHEREAS, CONTRACTOR desires to provide their services and/or products to the Clay County District Schools 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: Laura Fogarty

School/Department Name: Climate and Culture

Mailing Address: 900 Walnut St. Green Cove Springs, FL 32043

Phone #: 904-336-6513 Email Address: laura.fogarty@myoneclay.net

Accepted and Agreed to:

SCHOOL BOARD OF CLAY COUNTY

By: _____

Print Name: _____

Title: _____

Date: _____

CONTRACTOR

By: 

Print Name: Brian Carter

Title: Chief Revenue Officer

Date: 3/24/2022

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)

Please see Attachment A-1 Proposal # Q-27042

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 \$ 45,346.09 (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 \$ 45,346.09.

NOTIFICATION DOCUMENT

Waiver Requires Signature At Time Of Entrance On SBCC Property

Masks are Highly Encouraged and a signed COVID-19 Waiver will be required by all Vendors, Visitors, Volunteers, Non-Employees, Employees not drawing District pay at the time they are on campus, or others conducting business on our property.

COVID-19 WAIVER

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

In consideration of being allowed to participate in any way in any activity which takes place on Clay County School District ("CCSD") property (facilities or grounds) I, the undersigned vendor, volunteer, parent, or legal guardian, acknowledge, understand, and agree that by participating in events and activities at Clay County School District facilities/property: (1) there are certain risks to me and my child(ren) arising from or related to possible exposure to communicable diseases including, but not limited to, COVID-19, the virus "severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2)", which is responsible for the Coronavirus Disease (also known as COVID-19) and/or any mutation or variation thereof (collectively referred to as "Communicable Diseases"); (2) I am fully aware of the hazards associated with such Communicable Diseases and; (3) I knowingly and voluntarily assume full responsibility for any and all risk of personal injury or other loss that I may sustain in connection with such Communicable Diseases, and; (4) I, for myself or for my minor child(ren) or ward(s), and on behalf of my/our heirs, assigns, beneficiaries, executors, administrators, personal representatives, and next of kin, HEREBY EXPRESSLY RELEASE, HOLD HARMLESS, AND FOREVER DISCHARGE CLAY COUNTY SCHOOL BOARD ("The District") and its officers, officials, agents, representatives, employees, other participants, sponsors, advertisers, and, if applicable, owners and lessors of premises upon which CCSD related events and activities take place (the "Released Parties"), from any and all claims, demands, suits, causes of action, losses, and liability of any kind whatsoever, whether in law or equity, arising out of or related to any ILLNESS, INJURY, DISABILITY, DEATH, OR OTHER DAMAGES incurred due to or in connection with any Communicable Diseases, WHETHER ARISING FROM THE NEGLIGENCE OF THE RELEASED PARTIES OR OTHERWISE, to the fullest extent permitted by law.

I agree that this Agreement is intended to be as broad and inclusive as is permitted by the laws of the State of Florida, and if any portion hereof is held invalid, it is agreed that the remainder shall continue in full legal force and effect.

I certify that I am the legal parent/guardian of the MINOR CHILDREN listed below, and that I HAVE READ AND UNDERSTAND THE FOREGOING RELEASE and affirm that I, on behalf of myself and my minor child(ren), do consent and agree to the complete, total and unequivocal release of all the Released Parties as provided above.

I HAVE READ THIS RELEASE OF LIABILITY AND ASSUMPTION OF RISK AGREEMENT, FULLY UNDERSTAND ITS TERMS, UNDERSTAND THAT I HAVE GIVEN UP SUBSTANTIAL RIGHTS BY SIGNING IT, AND SIGN IT FREELY AND VOLUNTARILY WITHOUT ANY INDUCEMENT.

Participant/Vendor/Volunteer/Parent Signature

Date

Printed Name

Name of each minor child for whom this Release applies, if applicable:

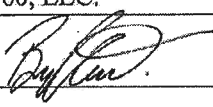
Exhibit # 1

WORKERS COMPENSATION ACKNOWLEDGEMENT FORM (WCAF)

The undersigned Contractor/Vendor ("Contractor") represents and acknowledges that it is an independent contractor and is not provided coverage under any self-insured workers compensation program of the School Board of Clay County, Florida (the "Board" or "District"), any primary workers compensation insurance policy purchased by or on behalf of the District, any excess workers compensation insurance purchased by or on behalf of the District, any risk sharing arrangement, risk sharing pool, or any state reimbursement fund for workers compensation payments made by the District, based on the following understandings and representations by the Contractor:

1. Contractor is not an "Employee" as defined under Chapter 440 of the Florida Statutes. The Parties agree that Chapter 440 describes remedies for employers and employees in place of Florida common law and limits the rights of independent contractors like the undersigned.
2. Contractor maintains a separate business with its own work equipment, material, and accommodations.
3. Contractor has a different federal employer identification number than the District or is a sole proprietor who is not required to obtain a federal employer identification number under state or federal regulations.
4. Contractor receives compensation for services rendered or work performed, and such compensation is paid to a business rather than to an individual.
5. Contractor maintains at least one bank account in the name of the Contractor or associated persons or entities for the purposes of paying business expenses related to the services rendered or work performed for the District.
6. Contractor performs work or is able to perform work for entities other than the District at the Contractor's election without the necessity of completing an employment application or process.
7. Contractor either provides its own workers compensation coverage or has elected to be exempt from workers compensation coverage.
8. Contractor has provided proof of other insurance, including liability insurance, to the District in the amounts required by the District.
9. Contractor had an opportunity to review and consult with legal counsel regarding this document.
10. Contractor understands that the District is relying upon the truthfulness and accuracy of representations in this acknowledgement as a material basis for the District entering into the underlying agreement(s) with Contractor.

Name of Contractor/Vendor: Navigate360, LLC.

Signature of Authorized Representative: 

Printed Name of Authorized Representative: Brian Carter

Title of Authorized Representative: Chief Revenue Officer

Date: 3/24/2022

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

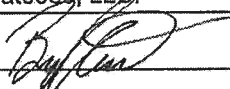
Recovered Materials (2 CFR §200.322): Contractor must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) 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:

Navigate360, LLC

Signature of Authorized Representative:



Print Name of Authorized Representative:

Brian Carter

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: Navigate360, LLC.

Brian Carter

Printed Name

Signature: 

Chief Revenue Officer

Title of Authorized Representative

Date: 3/24/2022

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:

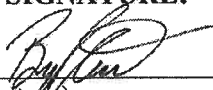
1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions what shall be taken against employee for violations of such prohibition.
2. Inform employees about 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: Navigate360, LLC.

AUTHORIZED CONTACTOR REPRESENTATIVE SIGNATURE:

Brian Carter
(Printed Name)


(Signature)

Chief Revenue Officer
(Title)

3/24/2022
(Date)

Exhibit # 2 (d)

NON-COLLUSION AFFIDAVIT

STATE OF FLORIDA)
COUNTY OF CLAY)

My name is (*INSERT NAME* Brian Carter). 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.

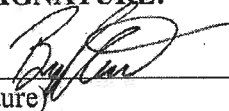
- 1) The firm's prices and amounts offered have been arrived at independently and without consultation, communication or agreement with any other contractor or respondent.
- 2) Neither the final nor approximate prices or amounts offered have been disclosed to any other firm or person who is a respondent 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* Navigate360, LLC.) 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* Navigate360, LLC.) 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: Navigate360, LLC.

AUTHORIZED CONTACTOR REPRESENTATIVE SIGNATURE:

Brian Carter
(Printed Name)


(Signature)

Chief Revenue Officer
(Title)

3/24/2022
(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
N/A		

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

Navigate360, LLC.

Company Name



NAVIGATE360 - ORDER FORM

Customer: Clay Co School District
900 WALNUT ST
GREEN CV SPGS, FL 32043
Heather McDonald
heather.mcdonald@myoneclay.net

Proposal No: Q-27042
Proposal By: Summer Scaggs
Email: sscaggs@navigate360.com
Opp Number: 145837
Proposal Expires: 2/7/2022

Total Investment: \$45,346.09 ~~Not to~~ **Section 7 of Agreement**

Term: The 12 month term for subscription services begins on 7/1/2022 and ends on 6/30/2023. Subscription services will be billed according to the following invoice schedule: Annually

SUBSCRIPTION SERVICES

Product	Description	Quantity	Annual Price
Social-Emotional Learning - For Mental Health & Prevention	Mental health, child trafficking and substance abuse prevention curriculum for students. - ITEM ID: 1007-1000-1005-1004	38,284	\$37,539.77
Social-Emotional Learning Service and Support	Annual service and support fees for curriculum subscriptions. - ITEM ID: 1007-1	41	\$7,806.40

Subscription Total: \$45,346.09

Total: \$45,346.09

Proposal No: Q-27042

Accurate Sales Tax will be added when applicable.

* Multi-year contract pricing is subject to pricing terms defined in the Master Services Agreement of this Order Form.



Navigate360

Building safer tomorrows.

Terms and Conditions

Please see the Master Services Agreement and Addenda thereto for the terms and conditions that govern this Order Form. Customer agrees that Customer's purchases hereunder are neither contingent on the delivery of any future functionality or features of the Services nor dependent on any oral or written public comments made by Company regarding future functionality or features.

* By signing below, Customer agrees to the **Master Service Agreement Terms** and following addenda:

Master Service Agreement: <https://tinyurl.com/N360MSA-20210108>

Software Services Addendum A

See
Attached →

IN WITNESS WHEREOF, the parties have caused their respective duly authorized representatives to execute this Agreement in consideration of the promises and mutual covenants contained herein.

NAVIGATE360 SIGNATORY

Name: _____
Date: _____
Signature: _____

CUSTOMER BILLING INFORMATION

A/P Contact Name: _____
A/P Phone: _____
A/P Email: _____
A/P Address: _____
City: _____

CUSTOMER SIGNATORY

Name: _____
Title: _____
Date: _____
Signature: _____

State (2 Letter Abbreviation): _____
Zip Code: _____
Federal Tax ID: _____
Purchase Order
[] Attached PO #: _____

[] PO in process to be sent separately

Sales Tax Exempt No. _____

Sales Tax Exemption Certificate must be attached.

Proposal No: **Q-27042**

Accurate Sales Tax will be added when applicable.

* Multi-year contract pricing is subject to pricing terms defined in the Master Services Agreement of this Order Form.

MASTER SERVICES AGREEMENT

This Master Services Agreement (this "Agreement"), is by and between Navigate360, LLC, a Nevada limited liability company, with offices located at 3900 Kinross Lakes Parkway, Second Floor, Richfield, Ohio 44286 (the "Company") and Customer, whose detailed information is set forth on the applicable Order Form (the "Customer").

WHEREAS, Customer desires to retain Company to provide certain safety and emergency preparedness and/or threat assessment services upon the terms and conditions hereinafter set forth, and Company is willing to perform such services. In consideration of the mutual covenants and agreements hereinafter set forth, the parties agree as follows:

1. Definitions. The defined terms for this Agreement and its attachments are set forth at: <https://tinyurl.com/N360Definitions-20210107>
2. Services. Company shall provide the Services to Customer pursuant to the Addenda as described in more detail in any corresponding Order Form(s), in accordance with the terms and conditions of this Agreement:

Addendum A: Software Services

<https://tinyurl.com/N360AddendumA-20210106>

The Addenda set forth specific terms and conditions applicable to the Services. Only Addenda marked with an "X" shall be provided with this Agreement. Additional Services may be purchased after the Effective Date subject to execution of additional Addendum.

3. Company's Obligations.
 - 3.1 Company shall:
 - (a) appoint Company Personnel, who are suitably skilled, experienced, and qualified to perform the Services;
 - (b) before the date on which the Services are to start, obtain, and at all times during the Term of this Agreement maintain, all necessary licenses and consents and comply with all relevant Laws applicable to the provision of the Services;
 - (c) comply with, and ensure that all Company Personnel comply with, all rules, regulations, and policies of Customer that are communicated to Company in writing, including security procedures concerning systems and data and remote access thereto, building security procedures, and general health and safety practices and procedures;
 - (d) maintain complete and accurate records relating to the provision of the Services under this Agreement, including records of the time spent and materials used by Company in providing the Services; and
 - (e) require each Company Subcontractor to be bound in writing by the confidentiality and intellectual property assignment or license provisions of this Agreement.
 - 3.2 Company is responsible for all Company Personnel and for the payment of their compensation, including, if applicable, withholding of income taxes, and the payment and withholding of social security and other payroll taxes, unemployment insurance, workers' compensation insurance payments, and disability benefits.
4. Customer's Obligations.
 - 4.1 Customer shall:
 - (a) cooperate with Company in all matters relating to the Services and appoint a Customer employee to serve as the primary contact, as well as two Customer employees to serve as backup contacts, with respect to this Agreement and who will have the authority to act for Customer pertaining to matters under this Agreement (the "Customer Contract Manager");
 - (b) make available to Company certain use of Customer's facilities, telecommunications support, records, data, computer resources, software programs, networks, personnel, business information, accurate maps, and other relevant information as reasonably required by Company in the performance of any Services hereunder or as specified on any applicable Order Form. If Customer has purchased any site mapping or risk assessment services, Customer must provide all floor plans and/or maps to Company within 30 days of the applicable Order Form; any delay in providing the floor plans and/or maps beyond the aforementioned 30-day period will result in an additional charge of 10% of the amount due for the site mapping or risk assessment services for each month, or portion thereof, of such delay. Customer shall ensure that competent personnel are available during normal working hours to provide information and other support to Company while providing Services.
 - (c) respond promptly to any Company request to provide direction, information, approvals, authorizations, or decisions that are reasonably necessary for Company to perform the Services under this Agreement;
 - (d) provide such Customer information as Company may request, in order to carry out the Services, in a timely manner, and ensure that it is complete and accurate in all material respects; and
 - (e) obtain and maintain all necessary licenses and consents and comply with all applicable Laws, including any US export control regulations, in relation to the Services, in all cases before the date on which the Services are to start.

4.2 If Company's performance of its obligations under this Agreement is prevented or delayed by any act or omission of Customer, any Authorized Service Recipient, or their agents, subcontractors, consultants, or employees, including, without limitation, the provision of inaccurate, incomplete or outdated maps, documents or information, Company shall not be deemed in breach of its obligations under this Agreement or otherwise liable for any costs, charges, or losses sustained or incurred by Customer, in each case, to the extent arising directly or indirectly from such prevention or delay.

5. Term and Termination.

5.1 Term and Renewal. The initial term of the agreement is one year from the Effective Date (the "Initial Term"). Thereafter, the term of this Agreement shall automatically renew for successive one-year terms unless either party provides written notice of nonrenewal to the other party at least 90 days prior to the end of the then-current term (each a "Renewal Term" and together with the Initial Term, the "Term"). If either party provides timely notice of nonrenewal, then this Agreement shall terminate on the expiration of the then-current Term, unless sooner terminated as provided in this Section 5.

5.2 Termination of this Agreement for Cause. Either party may terminate this Agreement, effective upon written notice to the other party (the "Defaulting Party"), if the Defaulting Party:

(a) materially breaches this Agreement, and such breach is incapable of cure, or with respect to a breach capable of cure, the Defaulting Party does not cure such breach within 30 days after receipt of written notice of such breach; or

(b) (i) becomes insolvent or admits its inability to pay its debts generally as they become due; (ii) becomes subject, voluntarily or involuntarily, to any proceeding under any domestic or foreign bankruptcy or insolvency law, which is not fully stayed within 15 business days or is not dismissed or vacated within 30 days after filing; (iii) is dissolved or liquidated or takes any corporate action for such purpose; (iv) makes a general assignment for the benefit of creditors; or (v) has a receiver, trustee, custodian, or similar agent appointed by order of any court of competent jurisdiction to take charge of or sell any material portion of its property or business.

5.3 Upon expiration or termination of this Agreement for any reason each party shall (i) return to the other party all documents and tangible materials (and any copies) containing, reflecting, incorporating, or based on the other party's Confidential Information, (ii) permanently delete all of the other party's Confidential Information from its computer systems, and (iii) certify in writing to the other party that it has complied with the requirements of this clause. Upon any termination for cause by Company, Customer shall pay any unpaid fees covering the remainder of the Term under all Order Forms after the effective date of termination. In no event shall any termination relieve Customer of the obligation to pay any fees payable to Company for the period prior to the effective date of termination.

5.4 The rights and obligations of the parties set forth in Sections 5, 6, 7, 8, 9, 10, 11, 12, and 15 of this Agreement, and any right or obligation which, by its nature, should survive termination or expiration of this Agreement, will survive any such termination or expiration of this Agreement. With respect to Confidential Information that constitutes a trade secret under applicable law the rights and obligations set forth in Section 8 will survive such termination or expiration of this Agreement until, if ever, such Confidential Information loses its trade secret protection other than due to an act or omission of Company or its Affiliates and its or their employees, officers, directors, shareholders, agents, independent contractors, sublicensees, subcontractors, attorneys, accountants, and financial advisors.

6. Fees and Expenses; Payment Terms.

(Section 7 of SBCC Agreement)

6.1 In consideration of the provision of the Services by the Company and the rights granted to Customer under this Agreement, Customer shall pay the fees set forth in the applicable Order Form.

6.2 Except otherwise provided under this Agreement, the total fees for the Services shall be the amount set out in the applicable Order Form. The total price shall be paid to Company either in full or in installments, as set out in the Order Form. If paid in installments, at the start of a period specified in the applicable Order Form in respect of which an installment is due, Company shall issue invoices to Customer for the fees that are then payable. For any Services involving training and professional services, Customer shall pay the total fees for such Services within 30 days of executing this Agreement.

6.3 After the initial 12 months of the Term, Customer agrees and understands that subscription Services under this Agreement shall be subject to a 3% annual increase.

6.4 Company shall issue invoices to Customer only in accordance with the terms of this Section, and Customer shall pay all properly invoiced amounts due to Company within 30 days after Customer's receipt of such invoice. All payments hereunder shall be in US dollars and made by check or wire transfer.

6.5 If Customer fails to make any payment when due, without limiting Company's other rights and remedies: (i) Company may charge interest on the past due amount at the rate of 1.5% per month calculated daily and compounded monthly or, if lower, the highest rate permitted under applicable law; (ii) Customer shall reimburse Company for all costs incurred by Company in collecting any late payments or interest, including attorneys' fees, court costs, and collection agency fees; and (iii) if such failure continues for 90 days or more, Company may suspend Customer's and its Authorized Service Recipients' access to any portion or all of the Services until such amounts are paid in full, without incurring any obligation or liability to Customer or any other Person by reason of such suspension.

6.6 Customer shall be responsible for all sales, use, and excise taxes, value added, and any other similar taxes, duties, and charges of any kind imposed by any federal, state, or local governmental entity on any amounts payable by Customer hereunder.

7. Intellectual Property Rights; Ownership.

7.1 Except as set forth in Section 7.2, Customer is, and shall be, the sole and exclusive owner of all right, title, and interest in and to the Deliverables, including all Intellectual Property Rights therein. Company agrees, and will cause its Company Personnel to

agree, that with respect to any Deliverables that may qualify as "work made for hire" as defined in 17 U.S.C. § 101, such Deliverables are hereby deemed a "work made for hire" for Customer.

7.2 Company and its licensors are, and shall remain, the sole and exclusive owners of all right, title, and interest in and to the Pre-Existing Materials, including all Intellectual Property Rights therein. Company hereby grants Customer and its Authorized Service Recipients a limited, non-transferable (except in accordance with Section 15.6), non-sublicenseable license to use, perform, display, execute, reproduce, distribute, and transmit any Pre-Existing Materials to the extent incorporated in, combined with or otherwise necessary for the use of the Deliverables solely to the extent reasonably required in connection with Customer's receipt or use of the Services and Deliverables. All other rights in and to the Pre-Existing Materials are expressly reserved by Company.

7.3 Customer and its licensors are, and shall remain, the sole and exclusive owner of all right, title, and interest in and to the Customer Materials, including all Intellectual Property Rights therein. Company shall have no right or license to use any Customer Materials except solely during the Term of the Agreement to the extent necessary to provide the Services to Customer.

8. Confidential Information.

8.1 Receiving Party agrees:

(a) not to disclose or otherwise make available Confidential Information of Disclosing Party to any third party without the prior written consent of Disclosing Party; *provided, however*, that Receiving Party may disclose the Confidential Information of Disclosing Party to its officers, employees, consultants, and legal advisors, and, in the case of Company, its Affiliates, who have a "need to know", who have been apprised of this restriction, and who are themselves bound by nondisclosure obligations at least as restrictive as those set forth in this Section 8;

(b) to safeguard the Confidential Information from unauthorized use, access, or disclosure using at least the same degree of care it uses to protect its own Confidential Information and no less than a reasonable degree of care;

(c) to use the Confidential Information of Disclosing Party only for the purposes of performing its obligations under the Agreement or, in the case of Customer, to make use of the Services and Deliverables, as permitted under this Agreement; and

(d) to promptly notify Disclosing Party in the event it becomes aware of any loss or disclosure of any of the Confidential Information of Disclosing Party.

8.2 If Receiving Party becomes legally compelled to disclose any Confidential Information, Receiving Party shall provide:

(a) prompt written notice of such requirement so that the Disclosing Party may seek, at its sole cost and expense, a protective order or other remedy; and

(b) reasonable assistance, at Disclosing Party's sole cost and expense, in opposing such disclosure or seeking a protective order or other limitations on disclosure.

If, after providing such notice and assistance as required herein, Receiving Party remains required by Law to disclose any Confidential Information, Receiving Party shall disclose no more than that portion of the Confidential Information which, on the advice of Receiving Party's legal counsel, Receiving Party is legally required to disclose.

9. Representations and Warranties.

9.1 Each party represents and warrants to the other party that:

(a) it is duly organized, validly existing, and in good standing as a corporation or other entity as represented herein under the laws and regulations of its jurisdiction of incorporation, organization, or chartering;

(b) it has the full right, power, and authority to enter into this Agreement, to grant the rights and licenses granted hereunder, and to perform its obligations hereunder;

(c) the execution of this Agreement by its representative whose signature is set forth at the end hereof has been duly authorized by all necessary corporate action of the party;

(d) when executed and delivered by such party, this Agreement will constitute the legal, valid, and binding obligation of such party, enforceable against such party in accordance with its terms; and

(e) it is in compliance with all applicable Laws regarding the provision and receipt of services.

9.2 Company represents and warrants to Customer that:

(a) It shall perform the Services using personnel of required skill, experience, and qualifications and in a professional and workmanlike manner and shall devote adequate resources to meet its obligations under this Agreement; and

(b) (i) to Company's knowledge, none of the Services, Deliverables, and Customer's use thereof infringe or will infringe any registered or issued patent, copyright or trademark of any third party arising under the Law, and, (ii) as of the date hereof, there are no pending or, to Company's knowledge, threatened claims, litigation, or other proceedings pending against Company by any third party based on an alleged violation of such Intellectual Property Rights, in each case, excluding any infringement or claim, litigation, or other proceedings to the extent arising out of (x) any Customer Materials or any instruction, information, designs, specifications, or other materials provided by Customer to Company, (y) use of the Deliverables in combination with any materials or equipment not supplied or specified by Company, if the infringement would have been avoided by the use of the Deliverables not so combined, and (z) any modifications or changes made to the Deliverables by or on behalf of any Person other than Company. Company's sole liability and Customer's sole and exclusive remedy for Company's breach of this Section 9.2(b) are Company's obligations under Section 10.2.

9.3 EXCEPT FOR THE EXPRESS WARRANTIES IN THIS SECTION 9, (A) EACH PARTY HEREBY DISCLAIMS ALL WARRANTIES, EITHER EXPRESS, IMPLIED, STATUTORY, OR OTHERWISE UNDER THIS AGREEMENT, AND (B) COMPANY SPECIFICALLY DISCLAIMS ALL IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE, AND NON-INFRINGEMENT AND ALL WARRANTIES ARISING OUT OF COURSE OF DEALING, COURSE OF PERFORMANCE OR USAGE OF TRADE.

9.4 THE SERVICES PROVIDE GUIDANCE AND TRAINING ON THEN-CURRENT BEST PRACTICES FOR RESPONDING TO CERTAIN EMERGENCY SITUATIONS AND/OR SAFETY THREATS; REFRESHER COURSES ARE RECOMMENDED AT LEAST EVERY TWO YEARS. COMPANY DOES NOT WARRANT THAT RELIANCE UPON THE SERVICES WILL PREVENT ACCIDENTS AND LOSSES OR, EXCEPT AS EXPRESSLY STATED IN WRITING IN AN APPLICABLE ORDER FORM, THAT THE SERVICES SATISFY LOCAL, STATE, OR FEDERAL INCIDENT RESPONSE REGULATIONS. AN INDIVIDUAL MUST USE THEIR OWN DISCRETION DURING AN EMERGENCY AND/OR SAFETY THREAT AS TO HOW THEY CHOOSE TO RESPOND.

10. Indemnification.

10.1 Company shall defend, indemnify, and hold harmless Customer and its officers, directors, employees, agents, successors, and permitted assigns (each, a "Customer Indemnitee") from and against all Losses awarded against a Customer Indemnitee in a final judgment arising out of or resulting from:

- (a) bodily injury, death of any person, or damage to real or tangible, personal property resulting from the willful, fraudulent, or grossly negligent acts or omissions of Company or Company Personnel; and
- (b) Company's material breach of any representation, warranty, or obligation of Company set forth in in Section 9.1 or Section 9.2 of this Agreement.

10.2 Company shall defend, indemnify, and hold harmless the Customer Indemnitees from and against all Losses awarded against a Customer Indemnitee in a final judgment based on a claim that any of the Services or Deliverables or Customer's receipt or use thereof infringes any Intellectual Property Right of a third party arising under the Laws of the United States; *provided, however*, that Company shall have no obligations under this Section 10.2 with respect to claims to the extent arising out of:

- (a) any Customer Materials or any instruction, information, designs, specifications, or other materials provided by Customer to Company;
- (b) use of the Deliverables in combination with any materials or equipment not supplied to Customer or specified by Company in writing, if the infringement would have been avoided by the use of the Deliverables not so combined;
- (c) use of or the inaccuracy or incomplete or outdated nature of the information in any maps or amendments thereof provided by Customer to Company; or
- (d) any modifications or changes made to the Deliverables by or on behalf of any Person other than Company or Company Personnel.

10.3 Customer shall defend, indemnify, and hold harmless Company and Company's Affiliates and their officers, directors, employees, agents, successors, and permitted assigns from and against all Losses arising out of or resulting from any third-party action arising out of or resulting from:

- (a) bodily injury, death of any person, or damage to real or tangible, personal property resulting from the grossly negligent or willful acts or omissions of Customer;
- (b) the transfer of any personal information from Customer to Company, and the subsequent use and/or processing of that information for the purposes of this Agreement; and
- (c) Customer's breach of any representation, warranty, or obligation of Customer in this Agreement.

10.4 The party seeking indemnification hereunder shall promptly notify the indemnifying party in writing of any action and cooperate with the indemnifying party at the indemnifying party's sole cost and expense. The indemnifying party shall immediately take control of the defense and investigation of such action and shall employ counsel of its choice to handle and defend the same, at the indemnifying party's sole cost and expense. The indemnifying party shall not settle any action in a manner that adversely affects the rights of the indemnified party without the indemnified party's prior written consent, which shall not be unreasonably withheld or delayed. The indemnified party's failure to perform any obligations under this Section 10.4 shall not relieve the indemnifying party of its obligations under this Section 10.4 except to the extent that the indemnifying party can demonstrate that it has been materially prejudiced as a result of such failure. The indemnified party may participate in and observe the proceedings at its own cost and expense.

10.5 Notwithstanding anything to the contrary in this Agreement, the indemnifying party is not obligated to indemnify, hold harmless, or defend the indemnified party against any claim (whether direct or indirect) if such claim or corresponding losses arise out of or result from, in whole or in part, the indemnified party's:

- (a) gross negligence or more culpable act or omission (including recklessness or willful misconduct); or
- (b) bad faith failure to comply with any of its material obligations set forth in this Agreement.

11. LIMITATION OF LIABILITY.

11.1 EXCEPT AS OTHERWISE PROVIDED IN SECTION 11.3, IN NO EVENT WILL EITHER PARTY BE LIABLE TO THE OTHER OR TO ANY THIRD PARTY FOR ANY LOSS OF USE, REVENUE, OR PROFIT, OR LOSS OF DATA, OR FOR ANY CONSEQUENTIAL, INCIDENTAL, INDIRECT, EXEMPLARY, SPECIAL, OR PUNITIVE DAMAGES WHETHER ARISING OUT OF BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), OR OTHERWISE, REGARDLESS OF WHETHER SUCH DAMAGE WAS FORESEEABLE AND WHETHER OR NOT SUCH PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

COMPANY SHALL NOT BE RESPONSIBLE TO CUSTOMER OR ANY THIRD PARTY FOR ANY LOSSES, DAMAGES, CLAIMS, CAUSES OF ACTION OR LIABILITIES ARISING OUT OF OR IN CONNECTION WITH ANY ERRORS, INACCURACIES, MISSING OR OUTDATED INFORMATION IN THE MAPS OR DOCUMENTS PROVIDED BY CUSTOMER TO COMPANY.

11.2 EXCEPT AS OTHERWISE PROVIDED IN SECTION 11.3, IN NO EVENT WILL EITHER PARTY'S LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT, WHETHER ARISING OUT OF OR RELATED TO BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), OR OTHERWISE, EXCEED THE AGGREGATE AMOUNTS PAID OR PAYABLE TO COMPANY IN THE 12 MONTH PERIOD PRECEDING THE EVENT GIVING RISE TO THE CLAIM.

11.3 The exclusions and limitations in Section 11.1 and Section 11.2 shall not apply to:

- (a) damages or other liabilities arising out of or relating to a party's failure to comply with its obligations under Section 7 (Intellectual Property Rights; Ownership) or Section 8 (Confidentiality);
- (b) a party's indemnification obligations under Section 10 (Indemnification);
- (c) damages or other liabilities related to a party's gross negligence, willful misconduct, or intentional acts;
- (d) death or bodily injury or damage to real or personal property from a party's negligent acts or omissions; and
- (e) damages or liabilities to the extent covered by a party's insurance.

12. Non-Solicitation. Each party acknowledges and agrees that the employees of the other party who are involved in the performance of the Services are a valuable asset to such party and are difficult to replace. Accordingly, during the Term of the Agreement and for a period of one year after the completion of Services, neither party shall, directly or indirectly, in any manner solicit or induce for employment any person who performed any work under the Agreement who is then in the employ of the other party.

13. Acknowledgements. Customer acknowledges that the Services and Platform are commercially valuable proprietary products, methods, processes, and analytical information belonging to Company or its licensors, the design and development of which have involved the expenditure of substantial amounts of money over a long period of time, and which afford Company and its licensors a commercial advantage over its/their competitors. Customer understands that loss of this competitive advantage due to any unauthorized copying, distribution, downloading or use of the Services or the Deliverables would cause substantial damage to Company and its licensors. Company shall not be restricted in the manner it uses any ideas, concepts, processes, procedures, methodologies, templates, techniques, or know-how acquired or used by Company in the performance of the Services. Customer further acknowledges that Company is under no obligation to further develop, maintain, or market the Platform, and may abandon its technical or other support at any time. Future versions of the Platform, if any, may not be compatible with the current release of the Platform and the hardware and software. Customer is responsible for: (i) providing power, other hardware, equipment and components, not part of those supplied by Company as part of the Platform; (ii) internet access necessary to access and/or use the Platform; and (iii) complying with any policies and procedures as submitted by Company from time to time.

14. Force Majeure.

14.1 No party shall be liable or responsible to the other party, nor be deemed to have defaulted under or breached this Agreement, for any failure or delay in fulfilling or performing any term of this Agreement (except for any obligations to make payments to the other party hereunder), when and to the extent such failure or delay is caused by or results from the following force majeure events ("Force Majeure Events"): (a) acts of God; (b) flood, fire, earthquake, or explosion; (c) war, invasion, hostilities (whether war is declared or not), terrorist threats or acts, riot, or other civil unrest; (d) government order or law; (e) actions, embargoes, or blockades in effect on or after the date of this Agreement; (f) action by any governmental authority; (g) national or regional emergency; or (h) other similar events beyond the reasonable control of the party affected by the Force Majeure Event. The affected party shall give notice within five business days of the Force Majeure Event to the other party, stating the period of time the occurrence is expected to continue.

14.2 The affected party shall use diligent efforts to end the failure or delay and ensure the effects of such Force Majeure Event are minimized and shall resume performance of its obligations as soon as reasonably practicable after the removal of the cause. If the affected party's failure or delay remains uncured for a period of 30 days following written notice given by it under this Section 15, the other party may thereafter terminate this Agreement upon 30 days' written notice.

15. Miscellaneous.

15.1 Each party shall, upon the reasonable request of the other party, execute such documents and perform such acts as may be necessary to give full effect to the terms of this Agreement.

15.2 The relationship between the parties is that of independent contractors. Nothing contained in this Agreement shall be construed as creating any agency, partnership, joint venture, or other form of joint enterprise, employment or fiduciary relationship between the parties, and neither party shall have authority to contract for or bind the other party in any manner whatsoever.

15.3 Neither party shall issue or release any announcement, statement, press release, or other publicity or marketing materials relating to this Agreement, or otherwise use the other party's trademarks, service marks, trade names, logos, symbols, or brand names, in each case, without the prior written consent of the other party.

15.4 All notices, requests, consents, claims, demands, waivers, and other communications hereunder shall be in writing and shall be deemed to have been given: (a) when delivered by hand (with written confirmation of receipt); (b) when received by the addressee if sent by a nationally recognized overnight courier (receipt requested); (c) on the date sent by email if sent during normal business hours of the recipient, and on the next business day if sent after normal business hours of the recipient; or (d) on the third day after the date

mailed, by certified or registered mail, return receipt requested, postage prepaid. Such communications must be sent to the respective parties at the addresses indicated below (or at such other address for a party as shall be specified in a notice given in accordance with this Section 15.4.

If to Company:
Navigate360, LLC
3900 Kinross Lakes Parkway, Second Floor
Richfield, Ohio 44286
Email: legal@navigate360.com
Attention: General Counsel

If to Customer:
As set out on the Order Form

15.5 This Agreement, together with all Addenda, Exhibits, and Order Form(s) and any other documents incorporated herein by reference, constitutes the sole and entire agreement of the parties to this Agreement with respect to the subject matter contained herein, and supersedes all prior and contemporaneous understandings and agreements, both written and oral, with respect to such subject matter. In the event of any conflict between the terms and provisions of this Agreement and those of any Addenda, Exhibit, or Order Form, the following order of precedence shall govern: (a) first, this Agreement, exclusive of its Exhibits and Addenda; (b) second, any Exhibits and Addenda to this Agreement; and (c) third, the applicable Order Form. No terms or conditions in Customer's purchase order or other order documentation (excluding Order Forms) shall be incorporated into or form any part of this Agreement, and all such terms or conditions shall be null and void.

15.6 Neither party may assign, transfer, or delegate any or all of its rights or obligations under this Agreement, including by operation of law, change of control, or merger, without the prior written consent of the other party, which consent shall not be unreasonably withheld or delayed; *provided, that*, either party may assign the Agreement in its entirety (including all Order Forms) to an Affiliate of such party or to a successor of all or substantially all of the assets of such party through merger, reorganization, consolidation, or acquisition. No assignment shall relieve the assigning party of any of its obligations hereunder.

15.7 This Agreement is for the sole benefit of the parties hereto and their respective successors and permitted assigns and nothing herein, express or implied, is intended to or shall confer upon any other Person any legal or equitable right, benefit, or remedy of any nature whatsoever, under or by reason of this Agreement.

15.8 This Agreement may be amended, modified, or supplemented only by an agreement in writing signed by each party. No waiver by any party of any of the provisions hereof shall be effective unless explicitly set forth in writing and signed by the party so waiving. Except as otherwise set forth in this Agreement, no failure to exercise, or delay in exercising, any rights, remedy, power, or privilege arising from this Agreement shall operate or be construed as a waiver; nor shall any single or partial exercise of any right, remedy, power, or privilege preclude any other or further exercise or the exercise of any other right, remedy, power, or privilege.

15.9 If any term or provision of this Agreement is invalid or unenforceable in any jurisdiction, such invalidity or unenforceability shall not affect any other term or provision of this Agreement or invalidate or render unenforceable such term or provision in any other jurisdiction. Upon such determination that any term or other provision is invalid or unenforceable, the parties shall negotiate in good faith to modify this Agreement so as to effect the original intent of the parties as closely as possible in a mutually acceptable manner in order that the transactions contemplated hereby be consummated as originally contemplated to the greatest extent possible.

15.10 This Agreement and all matters arising out of or relating to this Agreement, whether sounding in contract, tort, or statute, are governed by, and construed in accordance with, the laws of the State of Ohio, without giving effect to the conflict of laws provisions thereof to the extent such principles or rules would require or permit the application of the laws of any jurisdiction other than those of the State of Ohio.

15.11 Each party irrevocably and unconditionally agrees that it will not commence any action or proceeding of any kind whatsoever against the other party in any way arising from or relating to this Agreement and all contemplated transactions, in any forum other than a court situated in the State of Ohio. Each party irrevocably and unconditionally submits to the exclusive jurisdiction of such courts and agrees only to bring any such action or proceeding in such courts. Each party agrees that a final judgment in any such action or proceeding is conclusive and may be enforced in other jurisdictions by suit on the judgment or in any other manner provided by law.

15.12 This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall be deemed to be one and the same agreement. A signed copy of this Agreement delivered by e-mail or other means of electronic transmission shall be deemed to have the same legal effect as delivery of an original signed copy of this Agreement.

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

SOFTWARE SERVICES ADDENDUM

1. Integration. This Software Services Addendum ("Addendum A") attached to that certain Master Services Agreement between the parties (the "MSA") constitutes a binding agreement between Company and Customer in accordance with the terms and conditions thereof. In the event any of the provisions of this Addendum A are in conflict with any of the provisions of the MSA, the terms and provisions of the MSA shall control, unless this Addendum A expressly provides that its terms and provisions shall control.

2. Definitions. The defined terms for this Addendum A and its attachments are set forth at: <https://tinyurl.com/N360Definitions-20210107>

3. Access and Use.

3.1 Provision of Access. Company hereby grants Customer a non-exclusive, non-transferable (except in compliance with Section 15.6 of the MSA) right to access and use the Platform during the Subscription Term, solely for use by Authorized Service Recipients in accordance with the terms and conditions set forth in this Addendum. Such use is limited to Customer's internal use. The total number of Authorized Service Recipients and buildings covered (if applicable) set forth in the applicable Order Form cannot be decreased during the Subscription Term, and the total number of Authorized Service Recipients and buildings for which the Platform is used (if applicable) will not exceed the number set forth in the applicable Order Form, except as expressly agreed to in writing by the Parties and, if increased, subject to any appropriate adjustment of the fees payable in connection therewith. If any amount owing by Customer under this or any other agreement for the Services is 30 days or more overdue, Company may, without limiting Company's other rights and remedies, accelerate Customer's unpaid fee obligations under such agreements so that all such obligations become immediately due and payable, and suspend Company's use of the Platform until such amounts are paid in full.

3.2 Access and Use Restrictions. Customer shall not use the Platform for any purposes beyond the scope of the access granted in this Addendum. Customer may not access or use the Platform if Customer is Company's direct competitor, except with Company's prior written consent. In addition, Customer may not access or use the Platform for purposes of monitoring its availability, performance, or functionality, or for any other benchmarking or competitive purposes. Customer shall not at any time, directly or indirectly, and shall not permit any Authorized Service Recipients to: (i) copy, frame, mirror, modify, or create derivative works of the Platform or Pre-Existing Materials, in whole or in part, other than copying or framing on Customer's own intranets or otherwise for Customer's own internal business purposes; (ii) rent, lend, sell, license, sublicense, assign, distribute, publish, transfer, or otherwise make available the Platform or Pre-Existing Materials; (iii) reverse engineer, disassemble, decompile, decode, adapt, or otherwise attempt to derive or gain access to any software component of the Services, in whole or in part; or (iv) remove any proprietary notices from the Platform or Deliverables. Customer shall not disclose the results of any benchmark tests run on the Platform, without the prior written approval of Company.

3.3 Passwords. Customer and its Authorized Service Recipients are responsible for keeping its passwords and access credentials associated with the Platform confidential and assumes all responsibility for doing the same. Neither Customer nor any Authorized Service Recipients shall sell or transfer them to any other person or entity. Customer will promptly notify Company about any unauthorized access to its passwords or access credentials. Company acknowledges that Company must have access to Customer's systems and any and all systems and resources to perform its duties. As such, Company must have access to Customer's passwords. If a password is lost or not available, Company will not be held liable for being unable to provide the Platform or the Services.

3.4 Suspension. Company may suspend or terminate Customer's right to access or use any portion or all of the Platform, or its Services, immediately upon notice if: (i) Customer's use of the Platform (a) poses a security risk to the Platform or any third party, (b) could adversely impact Company systems, the Platform, or the systems or data of any other Company customer or third party, (c) could subject Company, its Affiliates, or any third party to liability, or (d) could be fraudulent, illegal, or contrary to Company's documentation or instructions; or (ii) Customer is in breach of this Addendum. If Company suspends Customer's right to access or use any portion of the Platform, Customer remains responsible for all fees and charges Customer incurs during the period of suspension.

4. Service Levels and Support. The Platform shall be available according to the service levels set out at: <https://tinyurl.com/N360ServiceLevels-20210107>

5. Platform Availability. Company shall use commercially reasonable efforts to keep the Platform operating smoothly and efficiently and to make the Platform available 24 hours a day, 7 days a week, except for: (i) Scheduled Downtime, of which Company shall give notice via the Platform and which Company shall schedule to the extent practicable during the weekend hours (i.e., from 8:00 p.m. Eastern time Friday to 5:00 a.m. Eastern time Monday) or such other days and times so as to minimize interference with Customer's daytime business activities; or (ii) any unavailability caused by circumstances beyond Company's reasonable control, including without limitation, Force Majeure Events, strikes or other labor problems (other than those involving Company's employees), or Internet service provider failures or delays. Customer acknowledges and agrees that, given that the Platform operates using computer equipment, computer software programs, telecommunications services, and the internet, Company shall not be responsible for delays or service interruptions

attributable to causes beyond its reasonable control. Company will maintain adequate backup arrangements and equipment in order to maintain Customer's data stored on or through the Platform in the event of the failure of any of Company's equipment.

6. Platform Downtime. If Customer opts out or otherwise objects in writing to Company prior to commencement of a Scheduled Downtime, Company shall not be liable for the failure to obtain any such updates or other maintenance or adjustments to the Platform. Notwithstanding any provision to the contrary, Company shall not be responsible for any delays or deficiencies to the extent that such delays or deficiencies are caused by Customer's action or omissions. In the event that such delays or deficiencies occur, Company shall be permitted to extend any relevant deadline as Company deems necessary to accommodate such delays or deficiencies.

7. Maintenance Releases. During the Subscription Term, Company will provide Customer with all Maintenance Releases (including updated Deliverables) that Company may, in its sole discretion, make generally available to its licensees at no additional charge. All Maintenance Releases provided by Company to Customer are deemed part of the Platform. Customer agrees that Company has no obligation to continue to provide or enable any particular features or functionality. Customer does not have any right hereunder to receive any New Versions of the Platform that Company may, in its sole discretion, release from time to time. Company may license any New Version at Company's then-current list price and subject to a separate Order Form, provided that Customer is in compliance with the terms and conditions of this Addendum.

8. Platform Suggestions and Improvements. If Customer provides any suggestions to Company or its Affiliates, Company will be entitled to use the suggestions without restriction. Customer hereby irrevocably assigns to Company all right, title, and interest in and to the suggestions and agrees to provide assistance in documenting, perfecting, and maintaining Company's rights in the suggestions.

9. Use of Data. Customer hereby grants Company a perpetual, royalty-free license to use all data and analytics related to the Platform, and Customer's use thereof, for purposes of using the data to improve the Platform and the product offerings of Company, and for other purposes, including, without limitation, other business applications by Company, all of which rights shall survive the expiration of the term or termination, and shall be without any payment from Company.

10. Student and Staff Records. Company acknowledges that it may create, receive from or on behalf of Customer or Customer authorized parties, or have access to records or record systems that are subject to certain federal, state, and local laws and regulations (such records collectively, "Records"). The Records are the sole property of Customer. Company shall maintain the confidentiality of the Records. Company shall not be liable for any unauthorized or inappropriate disclosure of confidential student or staff information by Customer. Company may disclose confidential student or staff information when required by law to do so or when authorized by Customer to make such a disclosure. Customer is solely responsible for obtaining all rights, permissions, and consents from its users and other personnel that are necessary to grant the rights under this Addendum.

11. Company's Responsibilities.

- 11.1 Company shall provide the Platform in accordance with applicable laws and government regulations.
- 11.2 Company will employ reasonable safeguards to protect the security of the Platform.

12. Customer's Responsibilities.

- 12.1 Customer shall pay the subscription fees set forth in the applicable Order Form, on payment terms set in the MSA.

12.2 Customer is responsible and liable for all uses of the Platform and Deliverables resulting from access provided by Customer, directly or indirectly, whether such access or use is permitted by or in violation of this Addendum. Without limiting the generality of the foregoing, Customer is responsible for all acts and omissions of Authorized Service Recipients, and any act or omission by an Authorized Service Recipient that would constitute a breach of this Addendum if taken by Customer will be deemed a breach of this Addendum by Customer. Customer shall use reasonable efforts to make all Authorized Service Recipients aware of this Addendum A's provisions as applicable to such Authorized Service Recipients' use of the Platform and shall cause Authorized Service Recipients to comply with such provisions.

12.3 Customer shall: (i) be solely responsible for the accuracy, quality, integrity, and legality of Customer Materials and of the means by which Customer acquired its Customer Materials; (ii) use commercially reasonable efforts to prevent unauthorized access to or use of the Platform, and notify Company promptly of any such unauthorized access or use; and (iii) use the Platform only in accordance with Company's guidelines, including those set forth in the Platform Terms of Use available through the Platform, as may be amended from time to time, and applicable laws and government regulations.

12.4 Customer shall not: (i) make the Platform available to anyone other than Authorized Service Recipients; (ii) use the Platform to store or transmit infringing, libelous, or otherwise unlawful or tortious material, or to store or transmit material in violation of third-party privacy rights; (iii) use the Platform to store or transmit Malicious Code; (iv) interfere with or disrupt the integrity or performance of the Platform; or (v) attempt to gain unauthorized access to the Platform or its related systems or networks.

12.5 If Customer is in material breach of any obligations, in addition to any of its other rights or remedies, Company reserves the right to immediately suspend Customer's use of the Platform without liability to Customer, until such breach is cured.

12.6 Upon expiration or earlier termination of the Agreement, Customer shall immediately discontinue use of the Platform. Company will promptly return to Customer or securely dispose of all Customer Materials in its possession. Customer shall pay Company's then-current standard rates for Company's work to destroy or to format, prepare, and deliver Customer Materials to Customer.

13. Reservation of Rights. Customer acknowledges that, as between Customer and Company, Company owns all right, title, and interest, including all intellectual property rights, in and to the Platform. Subject to the limited rights expressly granted hereunder, Company reserves all rights, title, and interest in and to the Platform, including all related intellectual property rights. No rights are granted to Customer other than as expressly set forth herein. Customer acknowledges that the Platform is made available pursuant to license in accordance with the terms of this Addendum A and neither the Platform nor any Platform services constitute Deliverables under the MSA.

14. Warranties and Warranty Disclaimer.

14.1 Company warrants that (i) Platform will perform materially in accordance with documentation made available to Customer and (ii) the functionality of Platform will not be materially decreased during a Subscription Term.

14.2 EXCEPT FOR THE WARRANTIES SET FORTH IN SECTION 14.1, THE PLATFORM IS PROVIDED "AS IS" AND COMPANY HEREBY DISCLAIMS ALL WARRANTIES, WHETHER EXPRESS, IMPLIED, STATUTORY, OR OTHERWISE. COMPANY SPECIFICALLY DISCLAIMS ALL IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE, AND NON-INFRINGEMENT, AND ALL WARRANTIES ARISING FROM COURSE OF DEALING, USAGE, OR TRADE PRACTICE.

14.3 Each party represents and warrants that it will not transmit to the other party any Malicious Code.

14.4 Customer warrants that it and its agents, and any person acting for the benefit of Customer or on its behalf or with its authorization, will in all respects comply with all applicable laws and regulations and refrain from violating the rights or infringing the interests (or attempting to do so) of any third parties in connection with the use of the Platform, including without limitation in the selection, gathering, creation, modification, uploading onto the Platform, maintenance, preservation, retrieval, dissemination, other utilization, and (for Customer, only) granting access of and to the Uploaded Content stored in Customer's Platform area. Customer affirms that it has, and at all times will have, all necessary rights, licenses, consents, and permissions (without the need for any additional approval, waivers, or releases, or payment to another person or entity) to submit, store, develop, use, disseminate, and grant access to all of the Uploaded Content with regard to any restraints that otherwise might be imposed by law or contract protecting copyrights, patents, trademarks, trade secrets, trade names, or privacy, publicity, or confidentiality (including statutory and contractual restrictions on disclosure and appropriation), and/or for any other intellectual property rights or rights or interests arising in connection with proprietary information.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/7/2022

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 RBN & Associates, Inc. 303 E Wacker Dr Ste 650 Chicago IL 60601	CONTACT NAME: Telisa Gibson PHONE (A/C, No, Ext): 312-856-9400 E-MAIL ADDRESS: tgibson@rbninsurance.com FAX (A/C, No): 312-856-9425
INSURED Navigate360, LLC 3900 Kinross Lakes Parkway, Suite 200 Richfield OH 44286	ALICTRA-01 INSURER(S) AFFORDING COVERAGE INSURER A: Underwriters at Lloyds INSURER B: Hartford Underwriters Ins. Co. INSURER C: Colony Insurance Company INSURER D: INSURER E: INSURER F:

COVERAGES**CERTIFICATE NUMBER:** 1785204921**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:	Y		GLL-10795-00	4/17/2021	4/17/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 200,000 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 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			GLL-10795-00	4/17/2021	4/17/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <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	N/A	83WEAD1RKH	4/17/2021	4/17/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Excess General Liability			AR6461475	4/17/2021	4/17/2022	Each Occurrence 5,000,000 Aggregate 5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Clay County School District is listed as additional insured with respect to the General Liability as required by written contract or agreement.

CERTIFICATE HOLDER**CANCELLATION**Clay County School District
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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**Request for Taxpayer
Identification Number and Certification**

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the
requester. Do not
send to the IRS.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

Navigate360, LLC

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

☒ Individual/sole proprietor or single-member LLC

☐ C Corporation

☐ S Corporation

☐ Partnership

☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ►

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ►

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

3900 Kinross Lakes Parkway, Suite 200

6 City, state, and ZIP code

Richfield, OH 44286

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

____ - ____ - ____

OR

Employer identification number

4 6 - 2 3 9 2 4 4 8

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign
Here

Signature of
U.S. person ►

Date ►

5/7/2020

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.

Data-Sharing and Usage Agreement Clay County District Schools

This agreement establishes the terms and conditions under which the Clay County District Schools can acquire, share, and use data. Either party may be a provider of data to the other party or be a recipient of data from the other. The purpose of this agreement is to provide for the Parties' sharing of certain respective Student Data from student education records, pursuant to s. 34 CFR 99.31(a)(6) and s. 1002.221, Florida Statutes, in order that the District and Data Recipient may improve the advancement of achievement throughout Clay County.

1. The confidentiality of data pertaining to individuals will be protected as follows:

- A. The data recipient will not release the names or addresses of individuals or information that could be deemed as personally identifiable information of an individual, nor will the recipient present the results of data analysis (including but not limited to graphics or maps) in any manner that would reveal an individual's personally identifiable information.
- B. Both parties shall comply with all Federal and State laws and regulations governing the confidentiality of the information that is the subject of this Agreement.
- C. Both parties agree that personally identifiable information (PII) will be as defined in Florida State Statute 501.171.
- D. Both parties agree to follow Florida's public records laws and laws relating to records retention located in Florida State Statute chapter 119 and Florida's General Records Schedule GS1-SL.

2. Any use, disclosure, or re-disclosure of the confidential information provided by each Party to the other Party not expressly permitted by this agreement is unauthorized and prohibited. Each Party must ensure that their respective authorized personnel are informed about and aware of the prohibitions regarding the use, disclosure, and re-disclosure of any information provided pursuant to this agreement. Notwithstanding the terms, either Party may disclose confidential information if disclosure is required by law in response to a valid order of a court of competent jurisdiction or authorized government agency, provided that the disclosing Party must provide the other Party prompt notice of the order and at the other party's request and expense, reasonably cooperate with efforts to receive a protective order or otherwise limit disclosure.

3. The data recipient will not release data to a third party without prior approval in writing from the data provider.

4. The data recipient will not share, publish, or otherwise release any findings or conclusions derived from the analysis of data obtained from the data provider without prior written approval from the data provider.

5. Data transferred pursuant to the terms of this Agreement shall be utilized solely for the purposes set forth in the "Contract/agreement" with the "Data Recipient".

6. All data transferred to Clay County District Schools shall remain the property of the "vendor" and shall be destroyed or returned to the "vendor" within sixty (60) days upon termination of the contract/agreement. The district shall send written notice to the other party confirming this requirement has been achieved. This covenant shall survive the expiration or termination of this agreement.

7. All data transferred from Clay County District Schools shall remain the property of the school district and shall be destroyed or returned to the school district within sixty (60) days upon termination of the contract/agreement. The district shall send written notice to the other party confirming this requirement has been achieved. This covenant shall survive the expiration or termination of this agreement.

8. Any third party granted access to data, as permitted under condition #2, above, shall be subject to the terms and conditions of this agreement. Acceptance of these terms must be provided in writing by the third party to the school district and signed by the school district before data will be released. The primary "vendor" will be responsible for presenting the signed agreement to the district on behalf of the third party.

9. Both parties agree that PII data stored will be encrypted while in transit and rest.

10. Each party agrees to disseminate this agreement to appropriate personnel in each party's agency.

11. To promote to the fullest extent permissible and in compliance with federal law and Florida Statutes (including but not limited to

Data-Sharing and Usage Agreement Clay County District Schools

Sections 1002.22 and 1002.97, Florida Statutes, and Family Educational Rights and Privacy Act (FERPA) codified at 20 U.S.C. 1232g and its regulations codified at 34 CFR part 99) regarding the sharing of Student Data in student education records and information relevant to the purpose of this agreement.

12. The Parties hereby agree to share electronic Student Data across systems, in full compliance with state and federal confidentiality requirements, particularly FERPA, for purposes of each Party's educational studies and for the improvement of student education.
13. The Parties acknowledge that, during the term of this agreement, confidential information of a special and unique nature will be disclosed to each other. Each Party will protect the confidential information received from the other party in a manner that will not permit the personal identification of a child or the parents, including guardians, by persons other than those authorized to receive the records, and each Party shall protect the confidential information from unauthorized access, use or re-disclosure.
14. Each Party shall establish a mutually agreed upon limitation regarding the number of users with access to the student information; it being understood that each Party's authorized personnel (whether paid or non-paid staff) must be under the direct control of the Party with respect to the use and maintenance of the records to be disclosed pursuant to this agreement.
15. Each Party shall take all steps necessary to safeguard the confidentiality of the data received. Each Party must develop, implement, maintain and use reasonable and appropriate administrative and internal controls, and technical and physical security measures to preserve the confidentiality, integrity, and availability of all data electronically maintained, used, stored, or transmitted pursuant to this agreement. A review of these controls may be requested by either party to ensure their adequacy and implementation.
- appropriate administrative actions include appropriate disciplinary policies for any of each Party's respective authorized employees who may violate the requirements set forth in this agreement (including but not limited to, in appropriate circumstances, termination of employment).
16. Neither Party shall possess nor assert any lien or other rights against or to confidential information of the other Party.
17. Each Party agrees to report in writing within three (3) business days to the other Party any use, disclosure, or re-disclosure of confidential information not authorized by this agreement. Such report must identify:
- the nature of the unauthorized use, disclosure, or re-disclosure;
 - the data used, disclosed, or re-disclosed;
 - the person or entity, if known, who made the unauthorized use or received the unauthorized disclosure, or re-disclosure;
 - what the reporting Party has done or will do to notify affected persons and to mitigate any deleterious effect of the unauthorized use, disclosure, or re-disclosure;
 - what corrective action the Party has taken or will take to prevent future similar unauthorized use, disclosure, or re-disclosure.
18. Data Recipient agrees that the District shall have the right to review, prior to Data Recipient publishing any report or findings related to the Student Data, in order for the District to verify proper techniques are used to avoid any unauthorized disclosure of Student Data.

Company: Evolution Labs

Name: Christopher Riley

Date: 9/8/20

Signature: C Riley

Clay County District Schools

Name: Ethan R. Caren

Date: 9/8/2020

Signature: Ethan R. Caren

School Board of Clay County

May 5, 2022 - Regular School Board Meeting

Title

C13 - Proposed Allocation Changes for 2021-22

Description

Staff allocation documents clarify how each school, district, department, and division is staffed for the 2021-2022 school year. The School Board is required to take action on all staff allocation changes.

Gap Analysis

These allocations are required to ensure the adequate staffing of the district and schools.

Previous Outcomes

The district and schools are adequately staffed.

Expected Outcomes

Staffing will be sufficient to meet the needs of the various schools and district departments.

Strategic Plan Goal

The district ensures fiscal responsibility and equitable distribution of resources.

Recommendation

Approve the staff allocation plan as submitted.

Contact

Dr. Susan Legutko, Assistant Superintendent for Business Affairs, (904) 336-6722, susan.legutko@myoneclay.net

Financial Impact

Reflected on Attachment

Review Comments

Attachments

School Board of Clay County

May 5, 2022 - Regular School Board Meeting

Title

C14 - 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

② [22 23 Allocation Summary - May 5, 2022.pdf](#)

PROPOSED CHANGES TO STAFF ALLOCATIONS
2022-2023 SUMMARY
Board Meeting, May 5, 2022

School	Add	Delete	Allocation	Comment	Salary	Benefits	Total Cost
			2022-2023 ACTIONS				
			General Funds				
FIE-0521		2.0	Teacher, VESC - ASD	Allocation Correction	(\$101,080)	(\$32,619)	(\$133,699)
FIE-0521	2.0		Teacher, Pre-K VE	Allocation Correction	\$101,080	\$32,619	\$133,699
POE-0651		0.9	ESE Assistant, G	Program Needs	(\$16,967)	(\$5,475)	(\$22,442)
POE-0651	0.9		ESE Assistant, BH	Program Needs	\$16,967	\$5,475	\$22,442
ELE-9006		1.0	Curriculum Coach, 10-Month	Program Needs	(\$50,875)	(\$16,417)	(\$67,292)
K12-9007		1.0	Curriculum Coach, 10-Month (1143)	Program Needs	(\$47,500)	(\$15,328)	(\$62,828)
PD-9009		0.3	Professional Learning Facilitator, 10-Month (100/1143)	Program Needs	(\$15,252)	(\$4,922)	(\$20,174)
PD-9009		0.7	Professional Learning Facilitator, 10-Month (420/4020.3)	Program Needs	(\$35,589)	(\$11,484)	(\$47,073)
PD-9009	2.3		Teacher Support Coach (100/6400)	Program Needs	\$113,627	\$36,667	\$150,294
PD-9009	0.7		Teacher Support Coach (420/4020.3)	Program Needs	\$35,589	\$11,484	\$47,073
				TOTAL:	\$0	\$0	\$0

DRAFT

School Board of Clay County

May 5, 2022 - Regular School Board Meeting

Title

C15 - Monthly Financial Reports for March, 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 March 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 March, 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

- ☞ [March 2022 Board Monthly Financial Report.pdf](#)
- ☞ [March 2022 Board Monthly Property Report.pdf](#)
- ☞ [CONTRACTS 50 Thousand and Greater.xlsx.pdf](#)

CLAY COUNTY SCHOOL BOARD
SUMMARY OF CASH INVESTMENTS
07/01/2021 thru 03/31/2022

	CASH BALANCE	INVESTMENT AMOUNT	TYPE	GRAND TOTAL
General Fund(3)	22,915,003.00	50,685,303.09	(1) & (4) SBA/OTH	73,600,306.09
Debt Services(5)	0.00	523,386.05	SBA/OTH	523,386.05
Capital Projects	0.00	72,525,184.89	SBA/OTH	72,525,184.89
Special Rev. - Other	0.00	0.00	SBA	0.00
Spec. Rev - Food Service	7,384,004.30	5,055,293.72	SBA	12,439,298.02
Self Insurance	0.00	6,584,462.45	SBA	6,584,462.45
GRAND TOTAL	30,299,007.30	135,373,630.20		165,672,637.50

NOTES:

1. The rate of interest earned on investments with the State Board of Administration during the month of March, 2022 was 0.29%.
2. For comparison purposes with the General Fund Statement of Revenue, we have completed 75.0% 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 \$1,246,837.38 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 March, 2022 was 0.24%.
5. Trustee Accounts - Amounts placed with SBA by the Florida Department of Education for investment of debt service moneys.

CLAY COUNTY SCHOOL BOARD
GENERAL FUNDS
STATEMENT OF REVENUE
07/01/2021 thru 03/31/2022

		Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
Federal Direct	Federal Impact Aid	3121	550,000.00	550,000.00	260,305.00	47.33%
	R O T C	3191	374,578.00	374,578.00	213,360.12	56.96%
Federal Direct - Total			924,578.00	924,578.00	473,665.12	
Fed thru Local and State Revenue	Medicaid	3202	2,100,000.00	2,100,000.00	837,724.79	39.89%
	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	243,634.09	37.63%
Fed thru Local and State - Total			2,697,681.00	2,940,751.00	1,274,744.88	
State Sources	Florida Educ Finance Program	3310	199,788,388.00	196,522,234.00	144,486,356.00	73.52%
	Workforce Development	3315	495,645.00	495,645.00	371,736.00	75.00%
	Workforce Performance Incentive	3317	0.00	6,000.00	3,114.00	51.90%
	CO&DS Withheld/Admin Expense	3323	22,000.00	22,000.00	0.00	0.00%
	State License Tax	3343	36,000.00	36,000.00	30,860.07	85.72%
	Class Size Reduction	3355	36,805,202.00	37,327,978.00	27,865,290.00	74.65%
	Voluntary Pre-K High Schools	3370	80,000.00	80,000.00	58,439.05	73.05%
	Voluntary Pre-K	3371	425,000.00	425,000.00	446,512.53	105.06%
	Miscellaneous State Revenue	3390	824,057.10	1,205,570.10	443,249.06	36.77%
State Sources - Total			238,476,292.10	236,120,427.10	173,705,556.71	
Local Sources	District School Taxes	3411	58,989,012.00	58,989,012.00	55,359,855.02	93.85%
	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	374,663.92	93.67%
	Interest Incl Profit On Invest	3430	130,000.00	130,000.00	108,109.00	83.16%
	Gifts Grants & Bequests	3440	199,650.52	269,034.44	94,339.55	35.07%
	Adult Gen Educ Course Fee-GED	3461	35,000.00	35,000.00	20,915.00	59.76%
	Postsecondary Voc Course Fees	3462	20,000.00	39,121.03	19,121.03	48.88%
	Lifelong Learning Fees	3466	15,000.00	15,000.00	0.00	0.00%
	Other Student Fees	3469	25,000.00	33,096.25	10,505.25	31.74%
	Preschool Program Fees	3471	575,000.00	362,300.00	210,882.40	58.21%
	Other Schl Class Fees	3479	15,000.00	29,594.90	22,544.90	76.18%
	Miscellaneous Local Sources	3490	1,431,252.37	1,448,619.00	2,262,846.94	156.21%
	Receipt Of Fed Indirect Cost	3494	600,000.00	600,000.00	965,230.14	160.87%
	Other Misc Local Sources	3495	275,000.00	275,000.00	232,537.48	84.56%
	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	126.00	4.20%
	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	64,063,777.62	59,897,266.42	
Transfers	Transfer From Capital Projects	3630	4,875,000.00	4,875,000.00	3,249,094.00	66.65%
Transfers - Total			4,875,000.00	4,875,000.00	3,249,094.00	
Other Financing Sources	Sale Of Equipment	3733	0.00	120,000.00	122,216.79	101.85%
	Insurance Loss Recoveries	3740	0.00	11,028.00	7,532.95	68.31%
OFS - Total			0.00	131,028.00	129,749.74	
Revenues - Total			311,121,465.99	309,055,561.72	238,730,076.87	77.25%
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	346,078,075.68	275,752,590.83	79.68%

CLAY COUNTY SCHOOL BOARD
GENERAL FUNDS
STATEMENT OF EXPENDITURES AND TRANSFERS
07/01/2021 thru 03/31/2022

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	146,320,564.33	57,265,877.66	19,427,176.69	14,823,403.99	526.16	4,879,488.43	493,528.93	724,238.11	97,614,239.97	66.17%
Exceptional Education	5200	51,836,686.09	51,958,021.27	22,615,535.19	7,897,348.96	2,026,181.41	2,581.64	262,489.71	72,085.08	34,036.63	32,910,258.62	63.34%
Career Technical Education	5300	10,087,831.68	11,604,647.94	3,720,441.42	1,221,056.32	279,892.53	4,212.26	180,394.28	224,869.24	31,950.50	5,662,916.55	48.80%
Adult General	5400	474,336.24	482,791.90	101,094.20	30,773.36	17,971.46	0.00	5,573.24	2,954.79	34,821.74	193,194.79	40.02%
Voluntary Pre-K	5500	1,068,975.87	1,210,044.84	530,608.62	151,879.95	22,981.23	0.00	32,887.60	2,802.16	0.00	741,159.56	61.25%
Other Instruction	5900	0.00	4,908.00	766,881.59	120,287.70	0.00	0.00	0.00	4,908.00	0.00	892,077.29	18,175.98%
Student Support Services	6100	18,029,078.60	18,168,428.36	8,616,619.19	2,733,509.49	201,495.38	1,623.00	102,662.15	53,579.52	20,629.72	11,930,108.45	65.67%
Instructional Media Services	6200	4,905,405.02	4,909,647.17	2,055,908.15	716,650.06	208,680.92	0.00	37,324.58	173,759.93	2,175.00	3,194,498.64	65.07%
Curriculum Development	6300	4,391,845.66	4,451,585.36	2,226,712.02	663,393.14	127,428.68	541.00	28,220.65	25,467.72	20,515.70	3,092,278.91	69.48%
Inst. Staff Training Services	6400	2,613,360.54	2,873,425.59	1,232,550.53	345,437.55	313,500.49	0.00	61,904.38	0.00	10,933.00	1,964,325.95	68.36%
Instruction Related Technology	6500	5,072,327.13	5,042,920.55	1,699,871.96	535,862.59	1,133,430.35	0.00	38,968.51	184,922.95	0.00	3,583,156.36	71.25%
Board	7100	835,651.27	884,651.27	290,381.58	112,035.95	101,844.17	0.00	1,135.57	0.00	(47,576.41)	457,820.86	51.75%
General Administration	7200	447,253.48	446,253.48	213,331.76	94,098.23	14,947.78	0.00	1,214.76	64.78	16,625.00	340,670.31	76.34%
School Administration	7300	16,831,752.22	16,878,085.92	9,650,330.16	2,895,869.96	29,289.40	0.00	31,110.58	43,128.24	19,218.43	12,668,946.77	75.06%
Facilities Acquisition and Construction	7400	3,338,482.01	3,438,178.59	581,843.08	178,669.74	183,133.86	2,211.00	5,179.09	971,132.29	620,722.36	2,542,891.42	73.96%
Fiscal Services	7500	1,797,290.56	1,743,786.13	755,960.77	210,195.11	14,926.64	0.00	6,977.48	6,732.47	4,134.70	998,827.17	57.28%
Food Services	7600	96,339.86	96,339.86	100,970.06	32,228.70	0.00	0.00	0.00	0.00	0.00	133,198.78	138.28%
Central Services	7700	4,026,163.26	4,293,506.66	1,744,735.49	540,900.18	124,733.78	3,583.14	49,160.56	248,551.10	13,916.03	2,725,680.28	63.48%
Pupil Transportation Services	7800	12,824,206.26	12,785,513.14	5,469,009.49	1,733,184.00	329,612.11	936,006.20	286,692.88	162,641.48	54,515.53	8,972,061.69	70.17%
Operation of Plant	7900	23,803,325.83	24,172,749.37	4,725,752.80	1,746,659.34	3,968,786.53	4,566,711.07	470,318.27	65,990.78	3,443.79	15,547,661.58	64.32%
Maintenance Of Plant	8100	6,940,982.91	7,019,709.91	2,429,377.15	806,764.08	848,085.42	100,798.16	718,771.28	188,077.41	3,540.17	5,095,413.67	72.59%
Administrative Technology Svcs	8200	1,994,491.07	2,017,482.72	902,758.82	271,992.14	116,502.46	6,861.00	4,416.84	2,656.92	924.95	1,306,113.13	64.74%
Community Services	9100	593,419.65	666,038.64	231,504.38	103,526.37	1,754.80	0.00	15,634.11	5,759.54	6,322.50	364,501.7	54.73%
Debt Service	9200	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Expense		325,805,521.83	321,467,290.00	128,128,156.07	42,569,499.61	24,888,688.39	5,626,442.63	7,220,514.95	2,933,613.33	1,575,087.45	212,942,002.43	66.24%
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	15,210,785.68								53,410,588.40	
Total Fund Balance	6/30/2022	22,337,456.12	24,610,785.68								62,810,588.40	
Grand Totals		348,143,979.95	346,078,075.68								275,752,590.83	79.88%

CLAY COUNTY SCHOOL BOARD
GENERAL FUNDS - Additional Millage Fund
STATEMENT OF REVENUE
07/01/2021 thru 03/31/2022

		Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
Local Sources	District School Taxes	3411	13,817,993.00	13,817,993.00	12,695,177.23	91.87%
Local Sources - Total			13,817,993.00	13,817,993.00	12,695,177.23	
Revenue			13,817,993.00	13,817,993.00	12,695,177.23	
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	22,141,224.88	95.17%

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CLAY COUNTY SCHOOL BOARD
GENERAL FUNDS - Additional Millage Fund
STATEMENT OF EXPENDITURES AND TRANSFERS

07/01/2021 thru 03/31/2022

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	0.00	46.94	0.00	863,574.34	0.00	863,621.28	19.48%
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	2,037,408.74	820,290.05	390,829.88	39,927.79	24,243.23	62,498.08	375.00	3,375,572.75	63.25%
Maintenance Of Plant	8100	141,894.88	141,894.88	86,052.21	25,669.70	0.00	0.00	0.00	0.00	0.00	111,721.91	78.74%
Total Expense		10,677,504.24	10,677,504.24	2,125,743.27	846,409.73	393,738.77	39,927.79	24,243.23	926,072.40	375.00	4,356,510.19	40.80%
Restricted Fund Balance	6/30/2022	12,586,536.41	12,586,536.41								17,784,714.69	
Unassigned Fund Balance	6/30/2022	0.00	0.00								0.00	
Total Fund Balance	6/30/2022	12,586,536.41	12,586,536.41								17,784,714.69	
Grand Totals		23,264,040.65	23,264,040.65								22,141,224.88	95.17%

CLAY COUNTY SCHOOL BOARD
DEBT SERVICE FUND
STATEMENT OF REVENUE, EXPENDITURES, AND TRANSFERS
07/01/2021 Thru 03/31/2022

REVENUE AND TRANSFERS

Local Sources

	Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
Interest Incl Profit On Invest	3430	268.69	886.05	201.15	22.70%
Total Local Sources		268.69	886.05	201.15	

State Sources

	Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
CO & DS Withhld For SBE Bonds	3322	58,725.00	58,725.00	0.00	0.00%
SBE/COBI Bond Interest	3326	717.36	100.58	0.00	0.00%
Racing Commission Funds	3341	223,250.00	223,250.00	167,437.50	75.00%
Total State Sources		282,692.36	282,075.58	167,437.50	

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	2,297,383.17	32.41%
Fund Balance July 1, 2021		468,877.53	468,877.53	468,877.53	
GRAND TOTAL		7,556,890.30	7,556,890.88	2,766,260.70	36.61%

EXPENDITURES

Debt Service

	Acct #	Original Budget	Amended Budget	Expended	% OF EXP
Redempt Of Prnc	710	5,813,928.11	5,813,928.11	1,483,928.11	25.52%
Interest	720	1,249,452.37	1,249,452.37	688,815.79	55.13%
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	2,180,696.06	
Total EXPENDITURES		7,082,207.06	7,082,207.06	2,180,696.06	

FUND BALANCE

Fund Balance

	Acct #	Original Budget	Amended Budget		
Fund Balance June 30, 2022	2750	474,683.24	474,683.82	585,564.64	
GRAND TOTAL		7,556,890.30	7,556,890.88	2,766,260.70	36.61%

CLAY COUNTY SCHOOL BOARD
CAPITAL IMPROVEMENTS FUNDS
STATEMENT OF REVENUE, EXPENDITURES, AND TRANSFERS
07/01/2021 Thru 03/31/2022

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	19,402,343.52	89.86%
Local Sales Taxes	3418	14,000,000.00	14,000,000.00	10,808,467.05	77.20%
Tax Redemptions	3421	0.00	0.00	0.00	0.00%
Interest Incl Profit On Inves	3430	7,075.00	7,075.00	1,845.13	26.08%
Impact Fees	3496	9,500,000.00	9,500,000.00	8,378,656.51	88.20%
Total Local Sources		43,799,400.00	45,097,689.00	38,591,312.21	
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 Distribd 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	547,849.00	68.83%
Total State Sources		2,142,500.00	2,142,500.00	585,799.21	
Total REVENUE AND TRANSFERS		45,991,900.00	47,290,189.00	39,177,111.42	82.84%
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	87,268,163.59	91.49%

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	36,022,463.24	1,833,758.10	5.09%
Dir Purch Bldgs	631	6,202,403.82	12,482,387.18	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	225,336.31	73.36%
Comp Hdw > \$1000	643	134,246.72	121,422.21	120,155.17	98.96%
Cptr Hdw <\$1000	644	602,655.38	565,428.49	29,607.46	5.24%
TechRel FE >\$1000	648	0.00	0.00	0.00	0.00%
TechRel FFE<\$1000	649	20,000.00	3,883.34	3,396.22	87.46%
Vehicles	652	327,710.08	332,052.08	190,586.00	57.40%
Land	660	1,625,000.00	925,000.00	0.00	0.00%
Capital Imprv. Non-Bldg	671	600,000.00	639,000.00	69,195.00	10.83%
Non-Cap Imprv Other Than Bldgs.	672	3,362,338.63	3,050,869.64	1,623,838.14	53.23%
Cap Remodeling	681	10,152,342.27	9,585,918.48	482,397.37	5.03%
Non-Cap Remodlg/Renovations	682	14,079,388.69	11,861,089.42	3,602,267.60	30.37%
Dir Prch-Cap Remodeling	683	900,491.24	600,000.00	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	443,425.80	93.83%
Software <\$1000	692	301,066.05	127,825.23	127,825.23	100.00%
CHARTER Cap TAX	795	0.00	918,097.68	437,758.62	47.68%
Total Gen Sup Svc		75,119,292.50	78,331,881.05	9,488,238.64	
Xfer Of Funds					
	Acct #	Original Budget	Amended Budget	Expended	% OF EXP
Xfer To Gen Fnd	910	4,875,000.00	4,875,000.00	3,249,094.00	35.46%
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	5,378,838.52	
Total EXPENDITURES		86,911,664.23	90,124,252.78	14,910,526.79	16.54%
Fund Balance					
Fund Balance June 30, 2022	2750	7,171,287.94	5,256,988.39	72,357,636.80	
GRAND TOTAL		94,082,952.17	95,381,241.17	87,268,163.59	91.49%

CLAY COUNTY SCHOOL BOARD
SPECIAL REVENUE FUNDS - FOOD SERVICES
STATEMENT OF REVENUE, EXPENDITURES, AND TRANSFERS
07/01/2021 Thru 03/31/2022

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	3,835.98	191.80%
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	948,081.31	77.39%
Miscellaneous Local Sources	3490	5,000.00	5,000.00	13,525.71	270.51%
Total Local Sources		1,238,800.00	1,233,800.00	965,567.00	

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	15,329.00	76.65%
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	15,024,207.35	NA
Total Fed thru Local and State		17,625,500.00	17,630,500.00	15,039,536.35	

State Sources

	Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
School Breakfast Supplement	3337	60,000.00	60,000.00	0.00	0.00%
School Lunch Supplement	3338	85,000.00	85,000.00	0.00	0.00%
Total State Sources		145,000.00	145,000.00	0.00	
Total REVENUE AND TRANSFERS		19,009,300.00	19,009,300.00	16,005,103.35	84.20%
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	23,066,130.27	88.48%

EXPENDITURES

Gen Sup Svc

	Acct #	Original Budget	Amended Budget	Expended	% OF EXP
Administrator	110	2,084,610.44	2,084,610.44	1,503,234.19	72.11%
Other Support	160	4,201,077.74	4,201,077.74	3,261,252.62	77.63%
COVID LEAVE OTHR	169	14,707.50	14,707.50	0.00	0.00%
Retirement	210	564,404.82	564,404.82	532,842.39	94.41%
Social Security	220	478,189.54	478,189.54	347,766.29	72.73%
Group Insurance	230	2,034,660.16	2,034,660.16	1,002,432.67	49.27%
Workmans Comp	240	73,932.41	73,932.41	65,447.68	88.52%
Prof Svcs - Substitutes	313	50,000.00	50,000.00	38,968.22	77.94%
Travel-In cnty	331	6,400.00	8,400.00	2,780.04	33.10%
Repairs And Maintenance	350	24,766.00	14,766.00	2,142.46	14.51%
Rentals	360	4,144.00	4,144.00	2,141.46	51.68%
Tech Rentals	369	34,323.00	34,323.00	33,262.00	96.91%
Stamps	371	19,100.00	9,100.00	9,000.00	98.90%
Cell Phones	378	1,000.00	1,000.00	282.44	28.24%
Refuse	381	0.00	0.00	0.00	0.00%
Other Purchased Svcs	390	93,976.35	93,976.35	9,015.00	9.59%
Printing	391	5,000.00	5,000.00	5,070.75	101.42%
Bottled Gas	420	1,500.00	1,500.00	26.30	1.75%
Electricity	430	156,500.00	156,500.00	70,263.19	44.90%
Gasoline	450	4,600.00	4,600.00	2,749.00	59.76%
Diesel Fuel	460	3,600.00	3,600.00	2,333.00	64.81%
Supplies	510	685,000.00	879,300.00	616,595.21	70.12%
Toner/Type Fee	515	23,300.00	23,300.00	4,021.39	17.26%
Tech Supplies	519	800.00	800.00	145.40	18.18%
Oil & Grease	540	300.00	300.00	97.00	32.33%
Repair Parts	550	4,500.00	11,500.00	1,659.00	14.43%
Tires & Tubes	560	1,000.00	1,000.00	1,191.00	119.10%
Food	570	6,416,382.00	8,066,382.00	6,101,544.61	75.64%
Commodities	580	1,400,000.00	1,400,000.00	0.00	0.00%
AV Mat L/T \$1000	622	200.00	500.00	273.98	54.80%
Equip \$1000 Over	641	491,300.00	811,300.00	591,293.92	72.88%
Equip L/T \$1000	642	23,000.00	123,000.00	15,704.22	12.77%
Comp Hdw > \$1000	643	10,000.00	200.00	0.00	0.00%
Cptr Hdw <\$1000	644	21,000.00	12,500.00	8,886.62	71.09%
Tech Rel FFE<\$1000	649	2,500.00	2,500.00	760.32	30.41%
Vehicles	652	0.00	0.00	37,497.00	NA
Cap Remodlg	681	1,771,508.65	1,163,208.65	633,279.69	54.44%
Non-Cap Remodlg/Renovations	682	29,000.00	52,000.00	38,846.70	74.71%
Software >\$1000	691	2,000.00	2,000.00	0.00	0.00%
Dues And Fees	730	32,000.00	32,000.00	28,680.82	89.63%
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	22,654,282.61	15,133,776.81	
Total EXPENDITURES		21,004,282.61	22,654,282.61	15,133,776.81	66.80%
Fund Balance June 30, 2022	2750	5,066,044.31	3,416,044.31	7,932,353.46	
Total Fund Balance		5,066,044.31	3,416,044.31	7,932,353.46	
GRAND TOTAL		26,070,326.92	26,070,326.92	23,066,130.27	88.48%

CLAY COUNTY SCHOOL BOARD
SPECIAL REVENUE FUNDS - OTHER
STATEMENT OF REVENUE
07/01/2021 thru 03/31/2022

		Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
Federal Direct	Miscellaneous Federal Direct	3199	126,503.61	292,835.67	38,544.74	13.16%
Federal Direct - Total			126,503.61	292,835.67	38,544.74	
Federal Thru Local and State	Career And Technical Education	3201	375,459.19	425,287.19	178,745.46	42.03%
	Adult General Education	3221	263,087.77	263,087.77	144,453.29	54.91%
	English Literacy And Civics Ed	3222	50,781.96	50,781.96	33,408.74	65.79%
	Title II	3226	1,200,229.10	1,200,229.10	728,927.03	60.73%
	I D E A	3230	8,651,799.78	8,665,676.72	5,332,913.50	61.54%
	Title I - Elem & Secondary Ed	3240	5,095,805.54	5,468,305.54	3,267,596.11	59.76%
	Title III	3241	209,124.83	209,124.83	106,662.14	51.00%
	Twenty-First Century Schools	3242	958,412.11	958,412.11	505,621.71	52.76%
	Other Federal Thru State	3290	95,000.00	95,000.00	49,928.64	52.56%
Federal Thru Local and State			16,899,700.28	17,335,905.22	10,348,256.62	
Local Sources	Interest Incl Profit On Invest	3430	0.00	0.00	0.00	0.00%
Local Sources - Total			0.00	0.00	404.82	
Grand Total			17,026,203.89	17,628,740.89	10,386,801.36	58.92%

CLAY COUNTY SCHOOL BOARD
SPECIAL REVENUE FUNDS - OTHER
STATEMENT OF EXPENDITURES AND TRANSFERS
07/01/2021 thru 03/31/2022

Expense	Acct#	Original Budget	Amended Budget	Salaries	Emp Benefits	Purch Services	Enrgy Services	Mat Supplies	Cap Outlay	Other Misc	Totals	% OF Budget
Basic FEFP K-12	5100	4,033,848.95	4,406,524.77	1,490,645.03	501,796.09	89,068.04	0.00	110,828.50	522,374.59	2,201.00	2,716,913.25	61.66%
Exceptional	5200	5,163,841.83	5,209,258.33	1,976,286.05	740,757.73	282,067.68	0.00	49,227.87	22,409.55	0.00	3,070,758.88	58.95%
Career Technical Education	5300	310,140.13	357,453.13	486.26	96.36	5,217.21	0.00	29,075.65	118,111.05	7,180.00	160,165.73	44.81%
Adult General	5400	127,042.83	152,942.83	31,775.55	17,612.26	174.00	0.00	973.96	3,933.41	24,466.91	78,936.09	51.61%
Other Instruction	5900	469,065.73	468,465.73	137,158.80	28,100.67	0.00	0.00	37,389.52	39,000.00	0.00	241,648.99	51.56%
Student Support Services	6100	1,528,290.04	1,544,964.65	708,147.75	244,472.43	31,268.69	0.00	27,893.12	0.00	1,451.22	1,013,233.21	65.58%
Instructional Media	6200	9,667.79	3,503.20	0.00	0.00	0.00	0.00	0.00	1,492.70	0.00	1,492.70	42.61%
Inst & Curric. Dev Services	6300	1,976,897.90	1,919,348.70	1,055,207.57	318,791.12	26,359.60	0.00	1,101.71	5,786.21	5,474.00	1,412,720.21	73.60%
Inst. Staff Training Services	6400	2,267,487.12	2,613,481.53	754,214.36	211,080.26	262,897.34	0.00	13,440.37	15,238.60	43,718.27	1,300,589.2	49.76%
Instruction Related Technology	6500	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
General Administration	7200	609,170.74	611,670.01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
School Administration	7300	94,582.00	149,582.00	51,284.82	10,910.04	0.00	0.00	0.00	0.00	285,427.56	286,073.45	46.77%
Facilities Acquisition and Construction	7400	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	62,194.86	41.58%
Food Services	7600	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Central Services	7700	17,147.52	17,747.52	2,992.00	228.91	436.70	0.00	0.00	0.00	0.00	3,657.61	20.61%
Pupil Transportation Services	7800	419,021.31	173,418.98	12,109.27	2,272.01	12,485.00	11,550.90	0.00	0.00	0.00	38,417.18	22.15%
Operation Of Plant	7900	0.00	379.51	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Maintenance Of Plant	8100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Administrative Technology Svcs	8200	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Community Services	9100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Expense		17,026,203.89	17,628,740.89	6,220,316.46	2,076,118.08	709,974.26	11,550.90	269,930.70	728,346.11	369,918.96	10,386,801.36	58.92%

CLAY COUNTY SCHOOL BOARD
CARES ACT FUNDS - 44X
STATEMENT OF REVENUE
07/01/2021 thru 03/31/2022

		Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
Fed thru Loc & State	CARES ACT ESSER	3271	10,658,925.60	16,172,434.60	11,316,371.52	69.97%
Federal thru Local & State - Total			10,658,925.60	16,172,434.60	11,316,371.52	
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	16,172,434.60	11,316,371.52	69.97%
Grand Total			10,658,925.60	16,172,434.60	11,316,371.52	69.97%

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CLAY COUNTY SCHOOL BOARD
CARES ACT FUNDS - 44X
STATEMENT OF EXPENDITURES AND TRANSFERS
07/01/2021 thru 03/31/2022

Expense	Acct#	Original Budget	Amended Budget	Salaries	Emp Benefits	Purch Services	Energy Services	Mat Supplies	Cap Outlay	Other Misc.	Totals	% OF Budget
Basic FEFP K-12	5100	4,950,728.47	9,837,104.38	620,900.01	147,257.57	1,787,311.03	0.00	2,361,526.15	694,095.66	0.00	5,611,090.42	57.04%
Exceptional Education	5200	51,368.73	51,368.73	42,843.31	8,525.42	0.00	0.00	0.00	0.00	0.00	51,368.73	100.00%
Career Technical Education	5300	12,864.40	12,864.40	5,736.93	1,181.28	0.00	0.00	7,594.43	999.67	0.00	15,512.31	120.58%
Other Instruction	5900	35,000.00	35,000.00	0.00	0.00	17,500.00	0.00	0.00	0.00	0.00	17,500.00	50.00%
Student Support Services	6100	232,940.49	236,045.36	6,719.48	1,333.06	0.00	0.00	7,310.31	114,771.00	0.00	130,133.85	55.13%
Instructional Media Services	6200	24,923.08	14,352.36	0.00	0.00	0.00	0.00	0.00	9,817.01	0.00	9,817.01	68.40%
Inst. Staff Training Services	6400	1,151,208.47	1,335,779.58	87,533.27	13,415.90	935,709.04	0.00	23,534.00	17,401.36	0.00	1,077,593.57	80.67%
Instruction Related Technology	6500	654,342.33	654,342.33	0.00	0.00	0.00	0.00	0.00	654,342.33	0.00	654,342.33	100.00%
General Administration	7200	314,325.09	446,761.25	0.00	0.00	0.00	0.00	0.00	0.00	633,628.63	633,628.63	141.83%
Facilities Acquisition & Const	7400	764,726.60	843,476.60	0.00	0.00	0.00	0.00	0.00	764,726.60	0.00	764,726.60	90.68%
Other Central Services	7700	2,275,000.00	2,310,277.04	0.00	0.00	0.00	0.00	2,106,000.00	50,000.00	0.00	2,156,000.00	93.32%
Pupil Transportation Services	7800	49,790.25	139,680.95	41,426.50	8,363.75	0.00	0.00	0.00	0.00	0.00	49,790.25	35.65%
Operation Of Plant	7900	141,707.71	255,381.62	0.00	0.00	12,321.44	0.00	122,467.11	10,079.27	0.00	144,867.82	56.73%
Maintenance Of Plant	8100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Expense		10,658,925.60	16,172,434.60	805,159.50	180,076.98	2,752,841.51	0.00	4,628,432.00	2,316,232.90	633,628.63	11,316,371.52	69.97%

CLAY COUNTY SCHOOL BOARD
SELF INSURANCE FUND
STATEMENT OF REVENUE, EXPENDITURES, AND TRANSFERS
07/01/2021 Thur 03/31/2022

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	7,152.26	71.52%
Charges For Services	3481	2,029,153.00	2,029,153.00	1,981,552.88	97.65%
Total Local Sources		2,039,153.00	2,039,153.00	1,988,705.14	
Total REVENUE AND TRANSFERS		2,039,153.00	2,039,153.00	1,988,705.14	97.53%
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	8,676,165.26	99.42%

EXPENDITURES

Gen Sup Srvc

	Acct #	Original Budget	Amended Budget	Expended	% OF EXP
Workmans Comp	240	2,000,000.00	2,000,000.00	899,946.14	45.00%
Pro & Tech Serv	310	186,270.00	186,270.00	134,358.80	72.13%
Ins & Bond Prem	320	1,286,160.00	1,286,160.00	1,312,350.74	102.04%
Total Gen Sup Srvc		3,472,430.00	3,472,430.00	2,346,655.68	
Total EXPENDITURES		3,472,430.00	3,472,430.00	2,346,655.68	
FUND BALANCE					

Fund Balance

	Acct #	Original Budget	Amended Budget		
Fund Balance June 30, 2022	2750	5,254,183.12	5,254,183.12	6,329,509.58	
GRAND TOTAL		8,726,613.12	8,726,613.12	8,676,165.26	99.42%

MARCH, 2022

LOCATION	BEG BALANCE	NEW PURCHASE	VALUE ADD	OTHER	REINSTATED	TRANSFER IN	TRANSFER OUT	DELETIONS	ENDING BALANCE
0311 KEYSTONE HEIGHTS JR/SR HIGH	2,500.00							2,500.00	0.00
0341 CLAY HIGH SCHOOL	5,599.00								5,599.00
0501 TYNES ELEMENTARY	1,512.50							1,512.50	0.00
0541 RIDEOUT ELEMENTARY	7,605.95								7,605.95
0611 OAKLEAF JUNIOR HIGH	37,921.00								37,921.00
9005 EXCEPTIONAL STUDENT EDUCATION	1,105.82								1,105.82
9008 ADULT COMMUNITY EDUCATION	1,295.00								1,295.00
9010 TRANSPORTATION	38,383.84								38,383.84
9020 OPERATIONS	4,495.38								4,495.38
9021 MAINTENANCE	13,800.00								13,800.00
9022 SAFETY & SECURITY	80,245.40								80,245.40
9023 FACILITY PLANNING & CONSTRUCT	21,441.02							21,441.02	0.00
9040 INFORMATION & TECH SERVICES	5,091,749.05		5,334.36					1,010,710.25	4,086,373.16
9050 BUSINESS AFFAIRS	11,240.83								11,240.83
90110 FOOD & NUTRITION SERVICES	41,095.00							1,995.00	39,100.00
TOTAL	5,359,989.79	0.00	5,334.36	0.00		0.00	0.00	1,038,158.77	4,327,165.38

Clay County Public Schools

Vehicles

Location Number	Begin Balance	New Purchase	Other	Monthly Deletions	Ending Balance
9010 TRANSPORTATION	31,459,134.92	72,033.00	0.00	0.00	31,531,167.92
	31,459,134.92	72,033.00	0.00	0.00	31,531,167.92

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Clay County Public Schools

Audio Visual

Location Number	Begin Balance	New Purchase	Other	Monthly Deletions	Ending Balance
0111 BANNERMAN LEARNING CENTER	2,402.11	0.00	0.00	0.00	2,402.11
0252 ORANGE PARK HIGH	11,164.04	0.00	0.00	0.00	11,164.04
0311 KEYSTONE HEIGHTS JR/SR HIGH	1,792.00	0.00	0.00	0.00	1,792.00
0341 CLAY HIGH SCHOOL	11,880.77	0.00	0.00	0.00	11,880.77
0361 ORANGE PARK JR HIGH	1,149.00	0.00	0.00	0.00	1,149.00
0391 MIDDLEBURG HIGH	15,208.40	0.00	0.00	0.00	15,208.40
0481 LAKE ASBURY JUNIOR HIGH SCHOOL	11,237.85	0.00	0.00	0.00	11,237.85
0551 FLEMING ISLAND HIGH SCHOOL	1,231.99	0.00	0.00	0.00	1,231.99
0661 OAKLEAF HIGH SCHOOL	6,221.21	0.00	0.00	0.00	6,221.21
	62,287.37	0.00	0.00	0.00	62,287.37

MARCH, 2022

LOCATION	BEG BALANCE	NEW PURCHASE	VALUE ADD	OTHER	REINSTATED	TRANSFER IN	TRANSFER OUT	DELETIONS	ENDING BALANCE
0621 OAKLEAF VILLAGE ELEMENTARY	290,181.14								290,181.14
0631 SHADOWLAWN ELEMENTARY	232,446.17								232,446.17
0641 DISCOVERY OAKS ELEMENTARY	656,780.33								656,780.33
0651 PLANTATION OAKS ELEMENTARY	622,030.31								622,030.31
0661 OAKLEAF HIGH SCHOOL	1,507,631.70	7,578.05							1,515,209.75
0769 ST JOHNS COUNTRY DAY	11,345.00								11,345.00
1409 ANNUNCIATION CATHOLIC SCHOOL	1,059.00								1,059.00
7005 CLAY VIRTUAL ACADEMY	26,209.92								26,209.92
9000 SCHOOL BOARD	26,342.86								26,342.86
9002 CAREER & TECHNICAL EDUCATION	21,106.57								21,106.57
9003 INSTRUCTIONAL RESOURCES	44,428.95								44,428.95
9004 CLIMATE & CULTURE	81,497.50	4,090.00							85,587.50
9005 EXCEPTIONAL STUDENT EDUCATION	149,055.00								149,055.00
9006 DEPT OF ELEMENTARY EDUCATION	35,903.58								35,903.58
9007 K12 ACADEMIC SERVICES	11,622.35								11,622.35
9008 ADULT COMMUNITY EDUCATION	71,415.16							3,314.00	68,101.16
9009 PROFESSIONAL DEVELOPMENT	63,987.04								63,987.04
9010 TRANSPORTATION	556,738.83		2,500.00			2,487.07			561,725.90
9015 READING & EARLY LITERACY	16,792.51								16,792.51
9016 SUPERINTENDENT	40,675.76								40,675.76
9020 OPERATIONS	21,255.80						12,435.35		8,820.45
9021 MAINTENANCE DEPARTMENT	648,979.63								648,979.63
9022 SAFETY & SECURITY	135,543.27								135,543.27
9023 FACILITY PLANNING & CONSTRUCT	40,009.26	2,267.24				7,461.21			49,737.71
9024 CODE ENFORCEMENT	5,136.47					2,487.07			7,623.54
9025 SCHOOL POLICE DEPARTMENT	382,201.43								382,201.43
9030 PRINT CENTER	55,948.11								55,948.11
9040 INFORMATION & TECH SERVICES	1,568,244.84								1,568,244.84
9050 BUSINESS AFFAIRS DIVISION	116,687.12	3,483.62							120,170.74
9060 HUMAN RESOURCES	67,877.57								67,877.57
9106 TITLE 1	29,838.80							1,091.96	28,746.84
9110 FOOD & NUTRITION SERVICES	247,626.84								247,626.84
9111 CURRICULUM & INSTRUCTION	28,411.83								28,411.83
9113 TEACHER TRAINING CENTER FIH	17,734.72								17,734.72
9114 TEACHER LEARNING CENTER OPHS	4,382.44								4,382.44
TOTAL	21,796,300.57	111,259.37	2,500.00	11,657.86	0.00	12,435.35	12,435.35	21,351.56	21,900,366.24

\$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 Sopis 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

School Board of Clay County

May 5, 2022 - Regular School Board Meeting

Title

C16 - Budget Amendment Report for March 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 March 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 March 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 Gilhausen, District 5

CLAY COUNTY SCHOOLS RESOLUTION TO AMEND DISTRICT BUDGET FISCAL YEAR 2021-2022 FOR MONTH ENDING March 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 EXPENSES
FUND 100
Month Ending March 31, 2022

5000 Instruction

Function	Description	Adopted	Beginning Budget	Budget Adj	Working Budget
100	Salaries	\$138,144,374	\$127,883,400	(\$1,243)	\$127,882,157
200	Employee Benefits	\$42,682,243	\$42,759,556	\$1,678	\$42,761,233
300	Purchased Services	\$23,108,987	\$23,690,599	(\$10,009)	\$23,680,588
400	Energy Services	\$8,544	\$11,319	\$880	\$12,199
500	Material and Supplies	\$10,795,264	\$12,742,648	(\$656,826)	\$12,085,820
600	Capital Outlay	\$995,089	\$1,665,968	\$30,372	\$1,696,338
700	Other	\$958,178	\$3,409,065	\$53,578	\$3,462,643
Total Expenses Function 5000		\$216,692,679	\$212,162,555	(\$581,570)	\$211,580,978

Function	Description	Adopted	Beginning Budget	Budget Adj	Working Budget
6100 Pupil Personnel Services					
100	Salaries	\$11,708,998	\$12,003,752	\$13,966	\$12,017,719
200	Employee Benefits	\$3,761,121	\$3,831,713	\$3,054	\$3,834,768
300	Purchased Services	\$1,961,107	\$1,745,891	(\$603)	\$1,745,288
400	Energy Services	\$2,000	\$2,000	\$0	\$2,000
500	Material and Supplies	\$185,742	\$191,185	\$3,206	\$194,391
600	Capital Outlay	\$105,653	\$122,214	\$2,435	\$124,649
700	Other	\$4,234	\$6,334	(\$50)	\$6,284
6140 Psychological Services					
300	Purchased Services	\$0	\$0	\$1,545	\$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	\$229,669	(\$1,512)	\$228,156
500	Material and Supplies	\$72,246	\$55,111	\$2,294	\$57,406
600	Capital Outlay	\$342,353	\$384,309	\$3,959	\$388,267
700	Other	\$1,925	\$2,925	(\$500)	\$2,425
6300 Inst & Curric Dev Services					
100	Salaries	\$2,998,108	(\$53,205)	\$3,091,963	\$3,038,758
200	Employee Benefits	\$968,042	\$968,638	\$10,589	\$979,228
300	Purchased Services	\$265,544	\$265,074	(\$5,665)	\$259,409
400	Energy Services	\$500	\$500	\$0	\$500
500	Material and Supplies	\$64,632	\$77,062	(\$847)	\$76,215
600	Capital Outlay	\$71,653	\$70,092	\$4,517	\$74,609
700	Other	\$23,366	\$22,866	\$0	\$22,866
6400 Inst Staff Training Services					
100	Salaries	\$1,465,111	\$1,508,762	\$3,104	\$1,511,866

**SCHOOL BOARD OF CLAY COUNTY
RESOLUTION TO AMEND DISTRICT BUDGET
FISCAL YEAR -2021-2022
GENERAL FUND EXPENSES
FUND 100
Month Ending March 31, 2022**

	200	Employee Benefits	\$446,837	\$454,765	\$52	\$454,817
	300	Purchased Services	\$644,729	\$645,720	\$85,668	\$731,389
	500	Material and Supplies	\$71,866	\$93,536	(\$2,226)	\$91,311
	600	Capital Outlay	\$3,962	\$3,185	\$881	\$4,066
	700	Other	\$79,816	\$75,353	\$4,624	\$79,977
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	\$1,772,056	(\$33,380)	\$1,738,676
	500	Material and Supplies	\$68,708	\$76,371	\$1,181	\$77,552
	600	Capital Outlay	\$328,484	\$239,357	\$17,700	\$257,057
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	\$268,503	\$49,000	\$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	\$27,436	(\$1,000)	\$26,436
	400	Energy Services	\$1,000	\$1,000	\$0	\$1,000
	500	Material and Supplies	\$6,200	\$6,200	\$0	\$6,200
	600	Capital Outlay	\$2,750	\$2,750	\$0	\$2,750
	700	Other	\$17,000	\$17,000	\$0	\$17,000
7300	School Administration					
	100	Salaries	\$12,558,754	\$12,582,992	\$593	\$12,583,585
	200	Employee Benefits	\$4,030,438	\$4,031,914	\$120	\$4,032,034
	300	Purchased Services	\$75,016	\$80,106	(\$5,113)	\$74,993
	500	Material and Supplies	\$82,812	\$71,101	(\$1,916)	\$69,185
	600	Capital Outlay	\$62,831	\$92,820	(\$690)	\$92,129
	700	Other	\$22,631	\$26,830	(\$670)	\$26,160
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	\$725,525	(\$20,000)	\$705,525
	400	Energy Services	\$4,100	\$4,000	\$0	\$4,000
	500	Material and Supplies	\$21,801	\$22,521	\$0	\$22,521
	600	Capital Outlay	\$1,948,826	\$1,970,013	\$70,991	\$2,041,004
	700	Other	\$2,800	\$7,740	\$0	\$7,740
7500	Fiscal Services					
	100	Salaries	\$1,004,466	\$1,004,466	\$0	\$1,004,466
	200	Employee Benefits	\$275,175	\$275,175	\$0	\$275,175
	300	Purchased Services	\$488,095	\$483,229	(\$52,400)	\$430,829
	500	Material and Supplies	\$17,000	\$16,549	(\$1,251)	\$15,298
	600	Capital Outlay	\$11,704	\$11,704	\$5,748	\$17,453
	700	Other	\$850	\$575	\$0	\$575
7600	Food Services					
	100	Salaries	\$72,498	\$72,498	\$0	\$72,498

SCHOOL BOARD OF CLAY COUNTY
RESOLUTION TO AMEND DISTRICT BUDGET
FISCAL YEAR -2021-2022
GENERAL FUND EXPENSES
FUND 100

Month Ending March 31, 2022

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	\$2,313,795	\$198	\$2,313,993
200	Employee Benefits	\$778,739	\$792,309	\$18	\$792,327
300	Purchased Services	\$717,979	\$725,760	(\$4,600)	\$721,160
400	Energy Services	\$7,500	\$7,750	\$0	\$7,750
500	Material and Supplies	\$73,647	\$85,281	\$7,028	\$92,309
600	Capital Outlay	\$291,579	\$294,762	(\$528)	\$294,234
700	Other	\$67,600	\$71,732	\$2	\$71,734
7800	Pupil Transportation Services				
100	Salaries	\$7,020,931	\$7,020,976	(\$323)	\$7,020,653
200	Employee Benefits	\$2,615,148	\$2,615,489	(\$175)	\$2,615,314
300	Purchased Services	\$487,393	\$584,261	\$5,895	\$590,155
400	Energy Services	\$1,050,838	\$963,912	\$249,393	\$1,213,305
500	Material and Supplies	\$1,270,345	\$1,187,642	(\$256,000)	\$931,642
600	Capital Outlay	\$194,500	\$223,443	\$6,000	\$229,443
700	Other	\$185,051	\$185,001	\$0	\$185,001
7900	Operation Of Plant				
100	Salaries	\$6,059,900	\$6,084,985	\$0	\$6,084,985
200	Employee Benefits	\$2,697,896	\$2,706,257	\$0	\$2,706,257
300	Purchased Services	\$7,194,691	\$7,227,360	(\$26,153)	\$7,201,208
400	Energy Services	\$7,352,338	\$7,349,890	(\$1,186)	\$7,348,704
500	Material and Supplies	\$611,837	\$624,389	\$17,184	\$641,573
600	Capital Outlay	\$186,164	\$194,747	(\$5,475)	\$189,272
700	Other	\$500	\$549	\$204	\$752
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	\$1,092,665	\$10,000	\$1,102,665
400	Energy Services	\$133,209	\$133,209	\$0	\$133,209
500	Material and Supplies	\$968,724	\$966,624	(\$15,000)	\$951,624
600	Capital Outlay	\$272,542	\$361,388	\$5,000	\$366,388
700	Other	\$15,000	\$15,000	\$0	\$15,000
8200	Administrative Technology Svcs				
100	Salaries	\$1,171,940	\$1,181,685	\$0	\$1,181,685
200	Employee Benefits	\$371,441	\$374,586	\$0	\$374,586
300	Purchased Services	\$128,194	\$128,347	\$10,000	\$138,347
400	Energy Services	\$7,000	\$7,000	\$0	\$7,000
500	Material and Supplies	\$8,400	\$8,350	\$0	\$8,350
600	Capital Outlay	\$306,515	\$306,515	\$0	\$306,515
700	Other	\$1,000	\$1,000	\$0	\$1,000
9100	Community Services				
100	Salaries	\$310,013	\$322,747	\$0	\$322,747
200	Employee Benefits	\$156,536	\$158,888	\$0	\$158,888
300	Purchased Services	\$0	\$239	\$319	\$558
500	Material and Supplies	\$94,321	\$145,815	(\$19)	\$145,797
600	Capital Outlay	\$1,500	\$6,910	\$19	\$6,929
700	Other	\$31,050	\$31,120	\$0	\$31,120

SCHOOL BOARD OF CLAY COUNTY
RESOLUTION TO AMEND DISTRICT BUDGET
FISCAL YEAR -2021-2022
GENERAL FUND EXPENSES
FUND 100
Month Ending March 31, 2022

9200	Debt Service					
	700	Other	\$0	\$112,500	(\$112,500)	\$0
Total Expenses Function 6000 to 9900			\$109,009,008	\$106,747,641	\$3,138,668	\$109,886,312

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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 March 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	(\$754,285)	\$4,442,946
7700	Central Services				
100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0
300	Purchased Services	\$3,000	\$3,000	\$3,000	\$6,000
7800	Pupil Transportation Services				
600	Capital Outlay	\$0	\$0	\$754,286	\$754,286
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	(\$4,000)	\$745,107
400	Energy Services	\$62,000	\$62,000	\$0	\$62,000
500	Material and Supplies	\$88,915	\$88,914	\$6,500	\$95,414
600	Capital Outlay	\$325,306	\$325,306	(\$5,500)	\$319,806
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	\$1	\$10,677,504



CLAY COUNTY DISTRICT SCHOOL

RESOLUTION TO AMEND DISTRICT BUDGET

FISCAL YEAR 2021-2022

DEBT SERVICE

FUND 2XX

DISCOVERING ENDLESS POSSIBILITIES

Clay County District Schools is an Equal Opportunity Employer.

SCHOOL BOARD OF CLAY COUNTY
RESOLUTION TO AMEND DISTRICT BUDGET
FISCAL YEAR 2021-2022
DEBT SERVICE
FUND 2XX
Month Ending March 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 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 March 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
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
396	3410	Taxes	000	Revenue	\$14,000,000	\$14,000,000	\$0	\$14,000,000
	3430	Interest Incl Profit On Inves	000	Revenue	\$1,000	\$1,000	\$0	\$1,000
398	3430	Interest Incl Profit On Inves	000	Revenue	\$0	\$0	\$0	\$0
399	3430	Interest Incl Profit On Inves	000	Revenue	\$0	\$0	\$0	\$0
Total Revenue					\$45,991,900	\$47,290,189	\$0	\$47,290,189
340	7400	Facilities Aquisition & Const	670	Improvements other than Bldg	\$0	\$0	\$0	\$0
			680	Remodeling and Renovations	\$0	\$0	\$0	\$0
360	7400	Facilities Aquisition & Const	630	Buildings and Fixed Equip	\$2,967,195	\$2,967,195	\$0	\$2,967,195
			640	Furniture Fixtures & Equipment	\$0	\$0	\$0	\$0
			680	Remodeling and Renovations	\$0	\$0	\$0	\$0
	9200	Debt Service	730	Dues and Fees	\$0	\$0	\$0	\$0
370	7400	Facilities Aquisition & Const	630	Buildings and Fixed Equip	\$12,562,900	\$14,372,408	\$4,112,275	\$18,484,684
			690	Computer Software	\$0	\$0	\$0	\$0
			640	Furniture Fixtures & Equipment	\$142,854	\$242,854	\$0	\$242,854
			670	Improvements other than Bldg	\$3,111,219	\$3,308,144	(\$696,396)	\$2,611,748
			660	Land	\$1,625,000	\$1,625,000	(\$700,000)	\$925,000
			650	Motor Vehicles	\$0	\$0	\$0	\$0
			680	Remodeling and Renovations	\$14,339,987	\$14,057,921	(\$2,315,878)	\$11,742,042
	7800	Pupil Transportation Services	650	Motor Vehicles	\$166,255	\$166,255	\$0	\$166,255
			680	Remodeling and Renovations	\$400,000	\$400,000	(\$400,000)	\$0
	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	\$18,472,889	\$34,641	\$18,507,531
			640	Furniture Fixtures & Equipment	\$66,545	\$123,545	(\$34,641)	\$88,904
			680	Remodeling and Renovations	\$0	\$0	\$0	\$0
	9700	Transfer Of Funds	920	Transfers to Debt Service Fund	\$4,828,585	\$4,828,585	\$0	\$4,828,585
392	7400	Facilities Aquisition & Const	620	Audiovisual Materials	\$0	\$0	\$0	\$0
			630	Buildings and Fixed Equip	\$0	\$0	\$0	\$0
			690	Computer Software	\$747,044	\$600,404	\$0	\$600,404
			640	Furniture Fixtures & Equipment	\$814,282	\$724,736	\$4,809	\$729,545
			650	Motor Vehicles	\$161,455	\$165,797	\$0	\$165,797
			390	Other Purchased Services	\$0	\$65,909	\$0	\$65,909
			680	Remodeling and Renovations	\$0	\$0	\$0	\$0
			360	Rentals	\$0	\$165,936	(\$4,809)	\$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
396	7400	Facilities Aquisition & Const	630	Buildings and Fixed Equip	\$9,230,000	\$8,565,440	(\$20,000)	\$8,545,440
			670	Improvements other than Bldg	\$470,000	\$600,000	\$0	\$600,000
			790	Miscellaneous	\$0	\$918,098	\$0	\$918,098
			680	Remodeling and Renovations	\$9,800,000	\$9,775,560	\$20,000	\$9,795,560
398	7400	Facilities Aquisition & Const	670	Improvements other than Bldg	\$0	\$0	\$0	\$0

SCHOOL BOARD OF CLAY COUNTY
RESOLUTION TO AMEND DISTRICT BUDGET
FISCAL YEAR 2021-2022
CAPITAL PROJECTS
FUND 3XX

Month Ending March 31, 2022

			680	Remodeling and Renovations	\$243,182	\$243,182	\$0	\$243,182
399	7400	Facilities Aquisition & Const	670	Improvements other than Bldg	\$30,644	\$126,942	\$705	\$127,646
			680	Remodeling and Renovations	\$389,487	\$293,190	(\$705)	\$292,485
Total Expenses					\$86,911,664	\$90,124,253	\$1	\$90,124,253

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CLAY COUNTY DISTRICT SCHOOL

RESOLUTION TO AMEND DISTRICT BUDGET

FISCAL YEAR 2021-2022

SPECIAL REVENUE – FOOD SERVICE

FUND 410

DISCOVERING ENDLESS POSSIBILITIES

Clay County District Schools is an Equal Opportunity Employer.

SCHOOL BOARD OF CLAY COUNTY
RESOLUTION TO AMEND DISTRICT BUDGET
FISCAL YEAR 2021-2022
SPECIAL REVENUE FOOD SERVICE
FUND 410
Month Ending March 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	\$238,709	(\$18,000)	\$220,709
	400	Energy Services	\$166,200	\$166,200	\$0	\$166,200
	500	Material and Supplies	\$8,531,282	\$10,250,082	\$132,500	\$10,382,582
	600	Capital Outlay	\$2,350,509	\$2,031,709	\$135,500	\$2,167,209
	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	\$22,404,283	\$250,000	\$22,654,283



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 March 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	\$1,200,229	\$0	\$1,200,229
3230	I.D.E.A.				
3230	Revenue	\$8,651,800	\$8,665,677	\$0	\$8,665,677
3240	Title I - Elem & Secondary Edu				
3240	Revenue	\$6,263,343	\$6,635,842	\$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	\$17,628,741	\$0	\$17,628,741
5000	Instruction				
100	Salaries	\$5,599,896	\$5,684,566	(\$21,181)	\$5,663,385
200	Employee Benefits	\$2,052,936	\$2,097,262	\$18,708	\$2,115,972
300	Purchased Services	\$983,942	\$925,447	\$12,222	\$937,669
400	Energy Services	\$0	\$0	\$0	\$0
500	Material and Supplies	\$731,867	\$884,872	\$14,208	\$899,081
600	Capital Outlay	\$676,208	\$876,735	\$40,041	\$916,776
700	Other	\$59,099	\$61,779	\$0	\$61,779
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 March 31, 2022

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	\$107,973	(\$534)	\$107,439
500	Material and Supplies	\$32,163	\$36,432	\$4,884	\$41,317
600	Capital Outlay	\$0	\$0	\$199	\$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	\$9,003	(\$5,500)	\$3,503
6300	Inst & Curric Dev Services				
100	Salaries	\$1,470,369	\$1,434,624	(\$324)	\$1,434,300
200	Employee Benefits	\$439,380	\$413,208	\$0	\$413,208
300	Purchased Services	\$43,930	\$51,205	\$0	\$51,205
500	Material and Supplies	\$4,587	\$4,001	\$0	\$4,001
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	\$1,361,193	\$101,036	\$1,462,229
200	Employee Benefits	\$324,573	\$386,041	\$22,716	\$408,757
300	Purchased Services	\$633,726	\$603,014	(\$13,387)	\$589,627
500	Material and Supplies	\$56,444	\$48,717	(\$2,700)	\$46,017
600	Capital Outlay	\$17,239	\$17,239	\$0	\$17,239
700	Other	\$87,093	\$89,616	\$0	\$89,616
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	\$611,670	\$0	\$611,670
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
7800	Pupil Transportation Services				
100	Salaries	\$44,213	\$44,213	\$0	\$44,213
200	Employee Benefits	\$9,076	\$9,076	\$0	\$9,076

SCHOOL BOARD OF CLAY COUNTY
RESOLUTION TO AMEND DISTRICT BUDGET
FISCAL YEAR 2021-2022
SPECIAL REVENUE OTHER
FUND 42X

Month Ending March 31, 2022

300	Purchased Services	\$52,102	\$53,102	(\$9,102)	\$44,000
400	Energy Services	\$313,630	\$237,794	(\$161,664)	\$76,130
7900	Operation Of Plant				
100	Salaries	\$0	\$0	\$108	\$108
200	Employee Benefits	\$0	\$0	\$22	\$22
300	Purchased Services	\$0	\$0	\$0	\$0
500	Material and Supplies	\$0	\$0	\$250	\$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	\$17,628,766	\$2	\$17,628,772



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 March 31, 2022

Func	Obj	Adopted	Beginning Budget	Budget Adj	Working Budget
3271	CARES Act ESSER				
3271	Revenue	\$10,658,926	\$16,172,435	\$0	\$16,172,435
3430	Interest Incl Profit On Inves				
3430	Revenue	\$0	\$0	\$0	\$0
Total Revenue		\$10,658,926	\$16,172,435	\$0	\$16,172,435
5000	Instruction				
100	Salaries	\$765,880	\$3,552,896	\$0	\$3,552,896
200	Employee Benefits	\$210,230	\$612,471	\$0	\$612,471
300	Purchased Services	\$2,132,928	\$2,514,296	\$0	\$2,514,296
500	Material and Supplies	\$1,925,073	\$2,559,676	(\$1)	\$2,559,678
600	Capital Outlay	\$15,857	\$697,007	\$0	\$697,007
6100	Student Personnel Services				
100	Salaries	\$4,126	\$85,999	(\$79,280)	\$6,719
200	Employee Benefits	\$820	\$17,109	(\$15,777)	\$1,332
300	Purchased Services	\$0	\$9,538	(\$9,538)	\$0
600	Capital Outlay	\$211,990	\$211,990	\$0	\$211,990
6130	Health Services				
500	Material and Supplies	\$7,310	\$7,310	\$0	\$7,310
600	Capital Outlay	\$2,781	\$2,781	\$0	\$2,781
6150	Parent Involvement				
500	Material and Supplies	\$5,912	\$5,912	\$0	\$5,912
6200	Instructional Media				
600	Capital Outlay	\$24,923	\$14,352	\$0	\$14,352
6400	Inst Staff Training Services				
100	Salaries	\$112,002	\$107,284	\$0	\$107,284
200	Employee Benefits	\$24,050	\$23,067	\$0	\$23,067
300	Purchased Services	\$973,712	\$1,152,947	\$3,000	\$1,155,947
500	Material and Supplies	\$23,993	\$32,052	\$0	\$32,052
600	Capital Outlay	\$17,453	\$17,430	\$0	\$17,430
6500	Instruction Related Technology				
600	Capital Outlay	\$654,342	\$654,342	\$0	\$654,342
7200	General Administration				
700	Other	\$314,325	\$446,761	\$0	\$446,761
7400	Facilities Aquisition & Const				
600	Capital Outlay	\$764,727	\$843,477	\$0	\$843,477
7700	Central Services				
100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0
500	Material and Supplies	\$2,275,000	\$2,260,277	\$0	\$2,260,277
600	Capital Outlay	\$0	\$50,000	\$0	\$50,000
7800	Pupil Transportation Services				
100	Salaries	\$41,427	\$111,427	\$0	\$111,427
200	Employee Benefits	\$8,364	\$22,294	\$0	\$22,294
400	Energy Services	\$0	\$8,961	(\$3,000)	\$5,961

SCHOOL BOARD OF CLAY COUNTY
RESOLUTION TO AMEND DISTRICT BUDGET
FISCAL YEAR 2021-2022
SPECIAL REVENUE OTHER
FUND 44X
Month Ending March 31, 2022

Func	Obj	Adopted	Beginning Budget	Budget Adj	Working Budget
7900	Operation Of Plant				
300	Purchased Services	\$9,972	\$20,617	\$0	\$20,617
500	Material and Supplies	\$124,603	\$120,090	\$104,593	\$224,683
600	Capital Outlay	\$7,135	\$10,079	\$0	\$10,079
8100	Maintenance Of Plant				
300	Purchased Services	\$0	\$0	\$0	\$0
500	Material and Supplies	\$0	\$0	\$0	\$0
Total Expenses		\$10,658,935	\$16,172,442	(\$3)	\$16,172,442

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School Board of Clay County

May 5, 2022 - Regular School Board Meeting

Title

C17 - Deletion of Certain Items Report - April, 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 March, 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 - April, 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 April 2022.pdf](#)

Clay County Public Schools
Monthly Deletion Report
For Month Ending: 04/30/2022

<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 0252 ORANGE PARK HIGH							
Junk/Parts	10000153	CAMERA:CABINET MOUNTED-HUNTER	Furniture,Fixtures & Equipment	11/12/2009	04/01/2022	11,871.69	11,871.69
Junk/Parts	10000154	DIGITAL PHOTO/DVD-HUNTER 20-19	Audiovisual	11/12/2009	04/01/2022	1,205.14	0.00
						13,076.83	11,871.69
LCTN 0391 MIDDLEBURG HIGH							
Junk/Parts	00059574	PIT:RED HIGH JUMP	Furniture,Fixtures & Equipment	02/01/1996	04/01/2022	1,940.00	1,940.00
Junk/Parts	00064622	POLE VAULT LANDING SYSTEM	Furniture,Fixtures & Equipment	01/13/1997	04/01/2022	4,998.00	4,998.00
Surplus Sale	17000372	MOWER: RIDING 42" 19HP POULAN	Furniture,Fixtures & Equipment	12/08/2016	04/01/2022	1,199.01	442.49
						8,137.01	7,380.49
LCTN 0431 RIDGEVIEW HIGH SCHOOL							
Junk/Parts	11000424	C/M/K - APPLE IMAC 27 " LCD BG	Furniture,Fixtures & Equipment	10/21/2010	04/01/2022	1,718.00	1,718.00
Junk/Parts	15000335	COPIER: DIGITAL RICOH MP6002SP	Furniture,Fixtures & Equipment	10/09/2014	04/01/2022	7,719.00	5,237.89
Surplus Sale	15000788	SYSTEM: 3D COMPUTING-CHASSIS/D	Furniture,Fixtures & Equipment	02/12/2015	04/01/2022	4,474.00	2,822.88
						13,911.00	9,778.77
LCTN 0511 MCRAE ELEMENTARY							
Surplus Sale	14001238	COOLER: MILK - ATLAS METAL BMM	Furniture,Fixtures & Equipment	02/27/2014	04/01/2022	7,845.06	5,977.19
						7,845.06	5,977.19
LCTN 7005 CLAY VIRTUAL ACADEMY							
Junk/Parts	14001265	LAPTOP: APPLE MACBOOK PRO MD10	Furniture,Fixtures & Equipment	02/13/2014	04/01/2022	1,182.00	1,182.00
Junk/Parts	16000011	LAPTOP: APPLE MACBOOK PRO MD10	Furniture,Fixtures & Equipment	08/13/2015	04/01/2022	1,182.00	1,182.00
Junk/Parts	17000194	LAPTOP: MACBOOK PRO APPLE MD10	Furniture,Fixtures & Equipment	09/08/2016	04/01/2022	1,182.00	1,116.33
						3,546.00	3,480.33
LCTN 9004 CLIMATE AND CULTURE							
Junk/Parts	14001181	COPIER: DIGITAL - RICOH MP2553	Furniture,Fixtures & Equipment	05/08/2014	04/01/2022	2,858.00	2,109.48
						2,858.00	2,109.48
LCTN 9005 EXCEPTIONAL STUDENT EDUCATION							
Junk/Parts	10000288	DISC: JAWS PROF EDITION SINGLE	Computer Software	03/25/2010	04/01/2022	1,105.82	0.00
						1,105.82	0.00
LCTN 9010 TRANSPORTATION							
Junk/Parts	00091369	MOWER: 52" ZERO TURN GRAVELY	Furniture,Fixtures & Equipment	05/10/2007	04/01/2022	5,249.25	5,249.25
						5,249.25	5,249.25

Clay County Public Schools
Monthly Deletion Report
For Month Ending: 04/30/2022

<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>
Total Furniture		Total Vehicles	Total Audio Visual	Total Software	Totals for Deletion Report	
53,418.01		0.00	1,205.14	1,105.82	55,728.97	45,847.20

Note: MARCH 2022 DELETIONS

Disposal Method Descriptions:

JUNK/PARTS - Part(s) of an asset are used and remainder of part(s) are sold, recycled or disposed

TRADE-IN - Vendor issues a credit towards a new purchase

THEFT/VANDALISM - Items stolen or broken (police report attached)

MISSING - Items lost and are not found during property inventory (Annually)

SURPLUS SALE - Items that are outdated, not working or obsolete. Items are either sold, recycled or disposed

ENTERED IN ERROR- Not used

TRANSFER/DONATION - From Clay County District to an Outside Agency (Approved by Board or Superintendent)

DESTROYED - Fire/Natural Disaster, etc.

THRESHOLD (ex. \$750 TO \$1000)

School Board of Clay County

May 5, 2022 - Regular School Board Meeting

Title

C18 - BID Renewal

Description

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

- a. Milk Products - County Wide Bid #21-SFS-11. Contract Period is August 1, 2022 through July 31, 2023. The contract period is for one (1) year and is the first of three renewal options.
- b. Contract Services for Site Work - Countywide Bid #19-F-231: Contract Period is June 6, 2022 through June 5, 2023. The contract period is for one (1) year and is the first of three renewal options.
- c. Custodial Services for Selected Administrative Buildings – County Wide Bid #19-F-233: Contract Period is July 1, 2022 through June 30, 2023. The contract period is for one (1) year and is the second of three renewal options.

Gap Analysis

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

Previous Outcomes

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

Expected Outcomes

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

Strategic Plan Goal

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

Recommendation

Extend renewal as follows:

- a. Milk Products - County Wide Bid #21-SFS-11:
 - New Dairy FL LLC, DBA Borden Dairy, 308 Ave. G SW, Winter Haven, FL 33880
- b. Contract Services for Site Work - Countywide Bid #19-F-231:
 - Jeff's Excavating Inc., P.O. Box 456, Green Cove Springs, FL 32043
- c. Custodial Services for Selected Administrative Buildings – County Wide Bid #19-F-233:
 - Great Faith Cleaning Services, 404 Walnut Street, Green Cove Springs, FL 32043

Contact

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

Financial Impact

- a. Milk Products - County Wide Bid #21-SFS-11: The total estimated expenditure for the one (1) year contract renewal is \$2,710,000.00 from Federal Revenue.
- b. Contract Services for Site Work - Countywide Bid #19-F-231: The total estimated expenditure for the one (1) year contract renewal is \$375,000.00 from Capital Revenue and General Revenue.
- c. Custodial Services for Selected Administrative Buildings – County Wide Bid #19-F-233: The total estimated expenditure for the one (1) year contract renewal is \$125,000.00 from General Revenue.

Review Comments

Attachments

DRAFT

School Board of Clay County

May 5, 2022 - Regular School Board Meeting

Title

C19 - BID to be Awarded

Description

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

a. Small Scale Construction - County Wide Bid #22-F-237A: Contract Period is for a one (1) year period from May 6, 2022 through May 5, 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, material, equipment, tools, and supervision of multiple qualified contractor(s) with various levels of expertise, to perform general contracting services, on an as-needed basis, for various School Board projects \$300,000.00 or less. The vendors awarded are the lowest, most responsive and responsible bidders meeting specifications.

b. Plumbing Construction – County Wide Bid #22-F-235R: Contract Period is for a one (1) year period from May 15, 2022 through May 14, 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, material, equipment and supervision to perform plumbing construction, repair and connection for existing and/or new construction and relocatable classrooms at School Board facilities. The vendor awarded is the lowest, most responsive and responsible qualified bidders 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

No prior bids have been awarded for Construction Continuing Services, services were previously procured by other means. Prior Board approved Bid for Plumbing Construction 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. Small Scale Construction - County Wide Bid #22-F-237A:

- C.C. Borden Construction, Inc., 1019 Rosselle Street, Jacksonville, FL 32204
- E. Vaughan Rivers, Inc., 1882 Bellair Boulevard, Orange Park, FL 32073
- Foresight Construction Group, Inc., 3491 Pall Mall Drive, Suite 204, Jacksonville, FL 32257
- Gary S. Bailey, Inc., 5201 C.R. 218, Middleburg, FL 32068
- Gateway Contracting Inc., 426 Edgewood Avenue South, Jacksonville, FL 32254
- Scherer Construction of North Florida, LLC, 2926 Edison Avenue, Jacksonville, FL 32254
- STG Contracting Group, Inc., 109 Nature Walk Parkway, Suite 103, St Augustine, FL 32092
- The Rose Group LLC, 2933 N. Myrtle Avenue #101, Jacksonville, FL 32209
- Thomas May Construction Company, 310 College Drive, Orange Park, FL 32065
- Trane U.S. Inc., 8929 Western Way, Jacksonville, FL 32256

b. Plumbing Construction – County Wide Bid #22-F-235R:

- Gary S. Bailey Inc., 5201 C.R. 218, Middleburg, FL 32068

Contact

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

Financial Impact

a. Small Scale Construction - County Wide Bid #22-F-237A: The total estimated expenditure for the one (1) year contract is \$14,000,000.00 from General and Capital Revenue.

b. Plumbing Construction – County Wide Bid #22-F-235R: The total estimated expenditure for the one (1) year contract is \$200,000.00 from General and Capital Revenue.

Review Comments**Attachments**

DRAFT

School Board of Clay County

May 5, 2022 - Regular School Board Meeting

Title

C20 - Schematic/Preliminary/Final (Phase I, II, and III) Plans and Specifications for S. Bryan Jennings Elementary School Security Lighting Repair/Replacement

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.

Gap Analysis

S. Bryan Jennings Elementary School's security lighting needs to be repaired/replaced.

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 S. Bryan Jennings Elementary School Security Lighting Repair/Replacement.

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

The project estimate of \$157,000.00 provided by the Engineer is budgeted in the Educational Facilities Plan. As a result of unprecedented construction market conditions associated with the pandemic, this project will be reviewed by the Facility Planning and Construction department after bid opening to determine funding and project feasibility.

Review Comments

Attachments

School Board of Clay County

May 5, 2022 - Regular School Board Meeting

Title

C21 - Schematic/Preliminary/Final (Phase I, II, and III) Plans and Specifications for Fleming Island High School Security Lighting Repair/Replacement

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.

Gap Analysis

Fleming Island High School's security lighting needs to be repaired/replaced.

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 Fleming Island High School Security Lighting Repair/Replacement.

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

The project estimate of \$337,750.00 provided by the Engineer is budgeted in the Educational Facilities Plan. As a result of unprecedented construction market conditions associated with the pandemic, this project will be reviewed by the Facility Planning and Construction department after bid opening to determine funding and project feasibility.

Review Comments

Attachments

School Board of Clay County

May 5, 2022 - Regular School Board Meeting

Title

C22 - Ridgeview High School Restroom Renovations Contract Award

Description

This project is listed in the Educational Facilities Plan (EFP). The award of a construction project in excess of \$500,000.00 requires School Board approval.

The selection was conducted in accordance with Florida Statute 287.055. The project was advertised for three (3) consecutive weeks with The Clay Today. The bid opening was held March 31, 2022 at 1:00 p.m. The project had two (2) bidders and met the bid requirements.

Gap Analysis

N/A

Previous Outcomes

N/A

Expected Outcomes

Construction of Ridgeview High School Restroom Renovations.

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

Award the construction contract to Thomas May Construction Company, the low bidder meeting specifications in the base bid in the amount of \$383,500.00.

Contact

Bryce Ellis, Assistant Superintendent for Operations, (904) 336-6853, bryce.ellis@myoneclay.net,

Michael Kemp, Director of Facility Planning & Construction, (904) 336-6824, michael.kemp@myoneclay.net

Financial Impact

These funds are available and budgeted in the Educational Facilities Plan.

Review Comments**Attachments**

🔗 [RHS Restroom Renovation Bid Tab.pdf](#)

🔗 [RHS Restroom Renovation Contract.pdf](#)

Ridgeview High School
Restroom Renovations

Bid Tabulation

Project Number: C-67-21/22

Bid Opening Date: March 31, 2022 - 1:00:00 pm

Bid Opening Location:

Purchasing Conference Room
800 Center Street
Green Cove Springs, FL 32043

Opened by: *Bertha Staefe*

Tabulated by: *Shelly Vongcharanta*

Posted by: *Julia Mendelle*

Witnessed by: *Debra Smith*

Time/Date: *March 31, 2022 @ 1:02*

CONTRACTOR	PRE-QUAL	PRE-BID MTG	BID BOND	LIST OF SUBS	ADDENDA		BASE BID	ALTERNATES			TOTAL
					#1	#2		#1	#2	#3	
<i>Gary S. Bailey, Inc.</i>	✓	✓	✓	✓			<i>\$406,880</i>	NA	NA	NA	<i>\$406,880.00</i>
<i>Thomas May Construction</i>	✓	✓	✓	✓			<i>\$383,500</i>	NA	NA	NA	<i>\$383,500.00</i>
								NA	NA	NA	
								NA	NA	NA	
								NA	NA	NA	
								NA	NA	NA	
								NA	NA	NA	
								NA	NA	NA	

NOTE: Any actual or prospective bidder who disputes the reasonableness or competitiveness of terms and conditions of the invitation to Bid or contract award recommendation shall file a Notice to Protest with Superintendent of Schools within 72 hours of receipt of bid solicitation or posting of the bid tabulation with recommendation and must file a formal written protest within ten (10) days following the filing of Notice to Protest. Failure to observe such timelines will constitute a waiver of proceedings and of right to protest - Chapter 120, Florida Statutes. The School Board requires a protestor to post bond in accordance with Florida Statutes, Section 255.0516 F.S. refer to Specification Section 00100, Part 27 - Bid Protest for additional requirements.

Recommendation: Award the construction contract to the low bidder meeting specifications, Thomas May Construction Company, the base bid in the amount of \$383,500.00.

AIA® Document A101® – 2017

Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum

AGREEMENT made as of the 5th day of May in the year 2022
(In words, indicate day, month and year.)

BETWEEN the Owner:
(Name, legal status, address and other information)

School Board of Clay County
900 Walnut Street
Green Cove Springs, FL 32043
(904) 669-6500

and the Contractor:
(Name, legal status, address and other information)

Thomas May Construction Company
310 College Drive
Orange Park, FL 32065
(904) 272-4808

for the following Project:
(Name, location and detailed description)

Ridgeview High School Restroom Renovations
466 Madison Avenue
Orange Park, FL 32065

The Architect:
(Name, legal status, address and other information)

kasper architects + associates
10175 Fortune Parkway #701
Jacksonville, FL 32256
(904) 683-9201

The Owner and Contractor agree as follows.

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

The parties should complete A101®-2017, Exhibit A, Insurance and Bonds, contemporaneously with this Agreement. AIA Document A201®-2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

Init.

TABLE OF ARTICLES

- 1 THE CONTRACT DOCUMENTS
- 2 THE WORK OF THIS CONTRACT
- 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION
- 4 CONTRACT SUM
- 5 PAYMENTS
- 6 DISPUTE RESOLUTION
- 7 TERMINATION OR SUSPENSION
- 8 MISCELLANEOUS PROVISIONS
- 9 ENUMERATION OF CONTRACT DOCUMENTS

EXHIBIT A INSURANCE AND BONDS

ARTICLE 1 THE CONTRACT DOCUMENTS

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary, and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement, and Modifications issued after execution of this Agreement, all of which form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. An enumeration of the Contract Documents, other than a Modification, appears in Article 9.

ARTICLE 2 THE WORK OF THIS CONTRACT

The Contractor shall fully execute the Work described in the Contract Documents, except as specifically indicated in the Contract Documents to be the responsibility of others.

ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 3.1 The date of commencement of the Work shall be:

(Check one of the following boxes.)

☐ The date of this Agreement.

☒ A date set forth in a notice to proceed issued by the Owner.

☐ Established as follows:

(Insert a date or a means to determine the date of commencement of the Work.)

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of this Agreement.

§ 3.2 The Contract Time shall be measured from the date of commencement of the Work.

§ 3.3 Substantial Completion

§ 3.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Contractor shall achieve Substantial Completion of the entire Work:

(Check one of the following boxes and complete the necessary information.)

[X] Not later than Eight Six (86) calendar days from the date of commencement of the Work.

[] By the following date:

§ 3.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Contractor shall achieve Substantial Completion of such portions by the following dates:

Portion of Work

Substantial Completion Date

§ 3.3.3 If the Contractor fails to achieve Substantial Completion as provided in this Section 3.3, liquidated damages, if any, shall be assessed as set forth in Section 4.5.

ARTICLE 4 CONTRACT SUM

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be Three Hundred Eighty Three Thousand Five Hundred (\$ 383,500), subject to additions and deductions as provided in the Contract Documents.

§ 4.2 Alternates

§ 4.2.1 Alternates, if any, included in the Contract Sum:

Item	Price
N/A	

§ 4.2.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Agreement. Upon acceptance, the Owner shall issue a Modification to this Agreement.
(Insert below each alternate and the conditions that must be met for the Owner to accept the alternate.)

Item	Price	Conditions for Acceptance
N/A		

§ 4.3 Allowances, if any, included in the Contract Sum:
(Identify each allowance.)

Item	Price
N/A	

§ 4.4 Unit prices, if any:
(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price per Unit (\$0.00)
N/A		

§ 4.5 Liquidated damages, if any:
(Insert terms and conditions for liquidated damages, if any.)

\$200 per day following substantial completion and \$100 per day following final completion

§ 4.6 Other:
(Insert provisions for bonus or other incentives, if any, that might result in a change to the Contract Sum.)

ARTICLE 5 PAYMENTS

§ 5.1 Progress Payments

§ 5.1.1 Based upon Applications for Payment submitted to the Architect by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents. The School District of Clay County will make payments based on Florida Statute 218, Timely Payments for Purchase of Construction Services.

§ 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:

Contractors are encouraged to submit their application of the same day of each month.

§ 5.1.3 Provided that an Application for Payment is received by the Architect, the Owner shall make payment of the amount certified to the Contractor not later than 25 business days. If an Application for Payment is received by the Architect after the application date fixed above, payment of the amount certified shall be made by the Owner not later than Twenty-Five (25) days after the Architect receives the Application for Payment. (Federal, state or local laws may require payment within a certain period of time.)

§ 5.1.4 Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form, and supported by such data to substantiate its accuracy, as the Architect may require. This schedule of values shall be used as a basis for reviewing the Contractor's Applications for Payment.

§ 5.1.5 Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

(Paragraph deleted)

(Paragraph deleted)

§ 5.1.6.1 The amount of each progress payment shall first include:

- .1 That portion of the Contract Sum properly allocable to completed Work as determined by multiplying the percentage completion of each portion of the work by the share of the contract sum allocated to that portion of the work in the schedule of values, less retainage of five percent (5%); Pending final determination of cost to the Owner of changes in the work, amounts not in dispute shall be included as provided in Section 7.3.9 of AIA Document A.201-2017 General Conditions of the Contract for Construction;
- .2 Add that portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction, or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing less retainage of five percent (5%); Offsite storage of materials shall be in an insured facility approved by the Owner's project manager.
- .3 Subtract the aggregate of previous payments made by the Owner; and
- .4 Subtract amounts, if any, for which the Architect has withheld or nullified a Certificate of Payment as provided in Section 9.5 of AIA Document A201-2017.

§ 5.1.6.2 The amount of each progress payment shall then be reduced by:

- .1 The aggregate of any amounts previously paid by the Owner;
- .2 The amount, if any, for Work that remains uncorrected and for which the Architect has previously withheld a Certificate for Payment as provided in Article 9 of AIA Document A201-2017;
- .3 Any amount for which the Contractor does not intend to pay a Subcontractor or material supplier, unless the Work has been performed by others the Contractor intends to pay;
- .4 For Work performed or defects discovered since the last payment application, any amount for which the Architect may withhold payment, or nullify a Certificate of Payment in whole or in part, as provided in Article 9 of AIA Document A201-2017; and
- .5 Retainage withheld pursuant to Section 5.1.7.

Init.

§ 5.1.7 Retainage

§ 5.1.7.1 For each progress payment made prior to Substantial Completion of the Work, the Owner may withhold the following amount, as retainage, from the payment otherwise due:

(Insert a percentage or amount to be withheld as retainage from each Application for Payment. The amount of retainage may be limited by governing law.)

Retainage in the amount of five percent (5%) will be withheld in accordance with Florida Statutes 255.078

§ 5.1.7.1.1 The following items are not subject to retainage:

(Insert any items not subject to the withholding of retainage, such as general conditions, insurance, etc.)

N/A

§ 5.1.7.2 Reduction or limitation of retainage, if any, shall be as follows:

(If the retainage established in Section 5.1.7.1 is to be modified prior to Substantial Completion of the entire Work, including modifications for Substantial Completion of portions of the Work as provided in Section 3.3.2, insert provisions for such modifications.)

N/A

§ 5.1.7.3 Except as set forth in this Section 5.1.7.3, upon Substantial Completion of the Work, the Contractor may submit an Application for Payment that includes the retainage withheld from prior Applications for Payment pursuant to this Section 5.1.7. The Application for Payment submitted at Substantial Completion shall not include retainage as follows:

(Insert any other conditions for release of retainage upon Substantial Completion.)

N/A

§ 5.1.8 If final completion of the Work is materially delayed through no fault of the Contractor, the Owner shall pay the Contractor any additional amounts in accordance with Article 9 of AIA Document A201-2017.

§ 5.1.9 Except with the Owner's prior approval, the Contractor shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.

§ 5.2 Final Payment

§ 5.2.1 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when

- .1 the Contractor has fully performed the Contract except for the Contractor's responsibility to correct Work as provided in Article 12 of AIA Document A201-2017, and to satisfy other requirements, if any, which extend beyond final payment; and
- .2 a final Certificate for Payment has been issued by the Architect.

§ 5.2.2 The Owner's final payment to the Contractor shall be made no later than 30 days after the issuance of the Architect's final Certificate for Payment, or as follows:

All requirements are satisfied in accordance with specifications and Section 01 78 00-Contract Closeout

§ 5.3 Interest

Payments due and unpaid under the Contract shall bear interest from the date payment is due at the rate stated below, or in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.

(Insert rate of interest agreed upon, if any.)

As required by Florida Statutes

ARTICLE 6 DISPUTE RESOLUTION

§ 6.1 Initial Decision Maker

The Architect will serve as the Initial Decision Maker pursuant to Article 15 of AIA Document A201–2017, unless the parties appoint below another individual, not a party to this Agreement, to serve as the Initial Decision Maker.

(If the parties mutually agree, insert the name, address and other contact information of the Initial Decision Maker, if other than the Architect.)

§ 6.2 Binding Dispute Resolution

For any Claim subject to, but not resolved by, mediation pursuant to Article 15 of AIA Document A201–2017, the method of binding dispute resolution shall be as follows:

(Check the appropriate box.)

☐ Arbitration pursuant to Section 15.4 of AIA Document A201–2017

☐ Litigation in a court of competent jurisdiction

☒ Other *(Specify)*

Mediation

If the Owner and Contractor do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, Claims will be resolved by litigation in a court of competent jurisdiction.

ARTICLE 7 TERMINATION OR SUSPENSION

§ 7.1 The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of AIA Document A201–2017.

§ 7.1.1 If the Contract is terminated for the Owner's convenience in accordance with Article 14 of AIA Document A201–2017, then the Owner shall pay the Contractor a termination fee as follows:

(Insert the amount of, or method for determining, the fee, if any, payable to the Contractor following a termination for the Owner's convenience.)

The Contractor shall be entitled to receive payment from the Owner on the same basis provided in Subparagraph 14.4. Termination by the Owner for Convenience, of the Supplemental Conditions.

§ 7.2 The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201–2017.

ARTICLE 8 MISCELLANEOUS PROVISIONS

§ 8.1 Where reference is made in this Agreement to a provision of AIA Document A201–2017 or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

§ 8.2 The Owner's representative:

(Name, address, email address, and other information)

Greg Giuffre, Project Manager
925 W. Center St.
Green Cove Springs, FL 32043
(904) 336-6821

Init.

§ 8.3 The Contractor's representative:
(Name, address, email address, and other information)

Josh Goff, Project Manager
Thomas May Construction Company
310 College Drive
Orange Park, FL 32065
(904) 272-4808

§ 8.4 Neither the Owner's nor the Contractor's representative shall be changed without ten days' prior notice to the other party.

§ 8.5 Insurance and Bonds

§ 8.5.1 The Owner and the Contractor shall purchase and maintain insurance as set forth in AIA Document A101™-2017, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, Exhibit A, Insurance and Bonds, and elsewhere in the Contract Documents.

§ 8.5.2 The Contractor shall provide bonds as set forth in AIA Document A101™-2017 Exhibit A, and elsewhere in the Contract Documents.

§ 8.6 Notice in electronic format, pursuant to Article 1 of AIA Document A201-2017, may be given in accordance with AIA Document E203™-2013, Building Information Modeling and Digital Data Exhibit, if completed, or as otherwise set forth below:

(If other than in accordance with AIA Document E203-2013, insert requirements for delivering notice in electronic format such as name, title, and email address of the recipient and whether and how the system will be required to generate a read receipt for the transmission.)

§ 8.7 Other provisions:

ARTICLE 9 ENUMERATION OF CONTRACT DOCUMENTS

§ 9.1 This Agreement is comprised of the following documents:

- .1 AIA Document A101™-2017, Standard Form of Agreement Between Owner and Contractor
- .2 AIA Document A101™-2017, Exhibit A, Insurance and Bonds
- .3 AIA Document A201™-2017, General Conditions of the Contract for Construction
- .4 AIA Document E203™-2013, Building Information Modeling and Digital Data Exhibit, dated as indicated below:

(Insert the date of the E203-2013 incorporated into this Agreement.)

- .5 Drawings

Number	Title	Date
C-67-21/22	Ridgeview HS Restroom Renovation	02/03/2022

Init.

.6 Specifications

Section	Title	Date	Pages
	Ridgeview High School – Restroom Renovation	02/03/2022	373

.7 Addenda, if any:

Number	Date	Pages
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Portions of Addenda relating to bidding or proposal requirements are not part of the Contract Documents unless the bidding or proposal requirements are also enumerated in this Article 9.

.8 Other Exhibits:

(Check all boxes that apply and include appropriate information identifying the exhibit where required.)

☐ AIA Document E204™-2017, Sustainable Projects Exhibit, dated as indicated below:
(Insert the date of the E204-2017 incorporated into this Agreement.)

☐ The Sustainability Plan:

Title	Date	Pages
-------	------	-------

☐ Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages
----------	-------	------	-------

.9 Other documents, if any, listed below:

(List here any additional documents that are intended to form part of the Contract Documents. AIA Document A201™-2017 provides that the advertisement or invitation to bid, Instructions to Bidders, sample forms, the Contractor's bid or proposal, portions of Addenda relating to bidding or proposal requirements, and other information furnished by the Owner in anticipation of receiving bids or proposals, are not part of the Contract Documents unless enumerated in this Agreement. Any such documents should be listed here only if intended to be part of the Contract Documents.)

This Agreement entered into as of the day and year first written above.

OWNER (Signature)

(Printed name and title)

CONTRACTOR (Signature)

(Printed name and title)

Init.

School Board of Clay County

May 5, 2022 - Regular School Board Meeting

Title

C23 - W. E. Cherry Elementary School Spalling Remediation/Roof Replacement (Building 3 & 4 Reroof) Contract Award

Description

This project is listed in the Educational Facilities Plan (EFP). The award of a construction project in excess of \$500,000.00 requires School Board approval.

The selection was conducted in accordance with Florida Statute 287.055. The project was advertised for three (3) consecutive weeks with The Clay Today. The bid opening was held March 31, 2022 at 2:00 p.m. The project had two (2) bidders and met the bid requirements.

Gap Analysis

N/A

Previous Outcomes

N/A

Expected Outcomes

Construction of W. E. Cherry Elementary School Spalling Remediation/Roof Replacement (Building 3 & 4 Reroof).

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

Award the construction contract to McCurdy-Walden, Inc., the low bidder meeting specifications in the base bid in the amount of \$167,220.00.

Contact

Bryce Ellis, Assistant Superintendent for Operations, (904) 336-6853, bryce.ellis@myoneclay.net,

Michael Kemp, Director of Facility Planning & Construction, (904) 336-6824, michael.kemp@myoneclay.net

Financial Impact

These funds are available and budgeted in the Educational Facilities Plan.

Review Comments

Attachments

☞ [WEC Spalling Remediation Bid Tab.pdf](#)

☞ [WEC Spalling & Roof Replacement Contract.pdf](#)

W. E. Cherry Elementary School
Buildings 3 & 4 - Spalling Remediation & Roof Repair

Bid Tabulation

Project Number: C-23-21/22

Bid Opening Date: March 31, 2022 - 2:00:00 pm

Bid Opening Location:

Purchasing Conference Room
800 Center Street
Green Cove Springs, FL 32043

Opened by: *Bertha Staefe*

Tabulated by: *Shelly Vongcharanta*

Posted by: *Julia Mandell*

Witnessed by: *Debt Smith*

Time/Date: *March 31, 2022 @ 2:03 pm*

CONTRACTOR	PRE-QUAL	PRE-BID MTG	LIST OF SUBS	ADDENDA		BASE BID	ALTERNATES			TOTAL
				#1	#2		#1	#2	#3	
BBG Contracting Group	Y	Y	✓	NA	NA	\$198,240.00	NA	NA	NA	\$198,240.00
Childers Roofing (TectaAmerica)	Y	Y		NA	NA		NA	NA	NA	
Gary S. Bailey, Inc.	Y	Y		NA	NA		NA	NA	NA	
McCurdy-Walden	Y	Y	✓	NA	NA	\$167,220.00	NA	NA	NA	\$167,220.00
Register Roofing	Y	Y		NA	NA		NA	NA	NA	
The Rose Group	Y	Y		NA	NA		NA	NA	NA	
Thomas May Construction	Y	Y		NA	NA		NA	NA	NA	

NOTE: Any actual or prospective bidder who disputes the reasonableness or competitiveness of terms and conditions of the invitation to bid or contract award recommendation shall file a Notice to Protest with Superintendent of Schools within 72 hours of receipt of bid solicitation or posting of the bid tabulation with recommendation and must file a formal written protest within ten (10) days following the filing of Notice to Protest. Failure to observe such timelines will constitute a waiver of proceedings and of right to protest - Chapter 120, Florida Statutes. The School Board requires a protestor to post bond in accordance with Florida Statute

Recommendation: Award the construction contract to the low bidder meeting specifications, McCurdy-Walden, Inc., the base bid in the amount of \$167,220.00.

AIA® Document A101® – 2017

Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum

AGREEMENT made as of the 5th day of May in the year 2022
(In words, indicate day, month and year.)

BETWEEN the Owner:
(Name, legal status, address and other information)

Clay County School Board
900 Walnut Street
Green Cove Springs, Florida 32043
Telephone Number: (904) 336-6500

and the Contractor:
(Name, legal status, address and other information)

McCurdy-Walden, Inc.
5267 Commonwealth Avenue
Jacksonville, Florida 32254
Telephone Number: (904) 783-9000

for the following Project:
(Name, location and detailed description)

W. E. Cherry Buildings 3 & 4 Spalling Remediation and Roof Repairs
420 Edson Drive
Orange Park, Florida 32073

The Architect:
(Name, legal status, address and other information)

Brian Boatright Architect, Inc.
914 Plainfield Avenue
Orange Park, Florida 32073

The Owner and Contractor agree as follows.

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

The parties should complete A101®–2017, Exhibit A, Insurance and Bonds, contemporaneously with this Agreement. AIA Document A201®–2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

Init.

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User Notes:

(1919961670)

TABLE OF ARTICLES

- 1 THE CONTRACT DOCUMENTS
- 2 THE WORK OF THIS CONTRACT
- 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION
- 4 CONTRACT SUM
- 5 PAYMENTS
- 6 DISPUTE RESOLUTION
- 7 TERMINATION OR SUSPENSION
- 8 MISCELLANEOUS PROVISIONS
- 9 ENUMERATION OF CONTRACT DOCUMENTS

EXHIBIT A INSURANCE AND BONDS

ARTICLE 1 THE CONTRACT DOCUMENTS

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary, and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement, and Modifications issued after execution of this Agreement, all of which form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. An enumeration of the Contract Documents, other than a Modification, appears in Article 9.

ARTICLE 2 THE WORK OF THIS CONTRACT

The Contractor shall fully execute the Work described in the Contract Documents, except as specifically indicated in the Contract Documents to be the responsibility of others. In accordance with the project plans and specifications. The Contractor shall execute the entire work for the Base Bid as awarded by the School District of Clay County on May 5, 2022.

ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 3.1 The date of commencement of the Work shall be:
(Check one of the following boxes.)

The date set forth in a Notice to Proceed issued by the Owner.

(Paragraphs deleted)

§ 3.2 The Contract Time shall be measured from the date of commencement, as established in the Notice to Proceed.

§ 3.3 Substantial Completion

§ 3.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Contractor shall achieve Substantial Completion of the entire Work:

(Paragraphs deleted)

The Work to be performed under this contract shall be commenced after receipt of the Notice to Proceed. The Work shall be substantially complete no later than July 1, 2022. The Work shall be finally completed no later than July 29, 2022.

(Table deleted)

(Paragraph deleted)

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§ 3.3.3 If the Contractor fails to achieve Substantial Completion as provided in this Section 3.3, liquidated damages, if any, shall be assessed as set forth in Section 4.5.

ARTICLE 4 CONTRACT SUM

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be One Hundred Sixty-seven Thousand Two Hundred Twenty Dollars (\$ 167,220.00), subject to additions and deductions as provided in the Contract Documents.

§ 4.2 Alternates

§ 4.2.1 Alternates, if any, included in the Contract Sum:

(Paragraphs deleted)

No deductive alternates are included.

(Table deleted)

(Paragraphs deleted)

(Table deleted)

(Paragraphs deleted)

§ 4.4 Unit prices, if any:

(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price per Unit (\$0.00)
Unit Price No. 1: Remove/Replace Gyp Deck	SF	\$67.50

§ 4.5 Liquidated damages, if any:

(Insert terms and conditions for liquidated damages, if any.)

In as much as failure to complete the project within the time fixed in the Agreement will result in substantial injury to the Owner, and as damages arising from such failure cannot be calculated with any degree of certainty, it is hereby agreed that if the project is not substantially completed, according to the definition of "substantial completion" in Section 00800, Article 9.11, of the Specifications, or within such further time, if any, as in accordance with the provisions of the contract documents shall be allowed for substantial completion, the Contractor shall pay to the Owner as liquidated damages for such delay, and not as a penalty, one thousand dollars (\$ 1,000) for each and every calendar day elapsing between the date fixed for substantial completion and the date such substantial completion shall have been fully accomplished, and five hundred dollars (\$ 500) for each and every calendar day elapsing between date fixed for Final Completion and the date such Final Completion shall have been fully accomplished. Said liquidated damages shall be payable in addition to any excess expenses or costs payable by the Contractor to the Owner under the provisions of the contract documents, except for Contractor's delays.

(Paragraphs deleted)

ARTICLE 5 PAYMENTS

§ 5.1 Progress Payments

§ 5.1.1 Based upon Applications for Payment submitted to the Architect by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents.

The School District of Clay County will make payments based on Florida Statute 218, Timely Payments for Purchases of Construction Services.

§ 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:

Contractors are encouraged to submit their applications on the same day each month.

§ 5.1.3 Provided that an Application for Payment is received by the Architect on the day selected by the Contractor and approved, the Owner shall make payment of the certified amount to the Contractor not later than twenty-five (25) business days. If an Application for Payment is received by the Architect after the application date fixed above,

Init.

payment shall be made by the Owner not later than twenty-five (25) business days after the Architect receives the Application for Payment.

§ 5.1.4 Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form, and supported by such data to substantiate its accuracy, as the Architect may require. This schedule of values shall be used as a basis for reviewing the Contractor's Applications for Payment.

§ 5.1.5 Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

§ 5.1.6 In accordance with AIA Document A201™–2017, General Conditions of the Contract for Construction, and subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:

§ 5.1.6.1 The amount of each progress payment shall first include:

- .1 Take that portion of the Contract Sum properly allocable to completed Work as determined by multiplying the percentage completion of each portion of the Work by the share of the Contract Sum allocated to that portion of the Work in the schedule of values, less retainage of five percent (5%). Pending final determination of cost to the Owner of changes in the Work, amounts not in dispute shall be included as provided in Section 7.3.9 of AIA Document A201–2017, General Conditions of the Contract for Construction;
- .2 Add that portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction (or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing), less retainage of five percent (5%), offsite storage of material shall be in an insured facility approved by the owner's project manager;
- .3 Subtract the aggregate of previous payments made by the Owner; and
- .4 Subtract amounts, if any, for which the Architect has withheld or nullified a Certificate for Payment as provided in Section 9.5 of AIA Document A201–2017.

§ 5.1.6.2 The progress payment amount determined in accordance with Section 5.1.6 shall be further modified under the following circumstances:

.1
(Paragraphs deleted)

Add, upon Substantial Completion of the Work, a sum sufficient to increase the total payments to five percent (5%) of the Contract Sum, less such amounts as the Architect shall determine for incomplete Work, retainage applicable to such work and unsettled claims.

§ 5.1.7 Retainage

§ 5.1.7.1 For each progress payment made prior to Substantial Completion of the Work, the Owner may withhold the following amount, as retainage, from the payment otherwise due:

(Insert a percentage or amount to be withheld as retainage from each Application for Payment. The amount of retainage may be limited by governing law.)

Retainage in the amount of five percent (5%) will be withheld in accordance with Florida Statute 255.078.

(Paragraphs deleted)

§ 5.1.9 Except with the Owner's prior approval, the Contractor shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.

§ 5.2 Final Payment

§ 5.2.1 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when

Init.

- .1 the Contractor has fully performed the Contract except for the Contractor's responsibility to correct Work as provided in Article 12 of AIA Document A201-2017, and to satisfy other requirements, if any, which extend beyond final payment; and
- .2 a final Certificate for Payment has been issued by the Architect.

§ 5.2.2 The Owner's final payment to the Contractor shall be made no later than twenty-five (25) days after the issuance of the Architect's final Certificate for Payment, or as follows:

All requirements are satisfied in accordance with the specifications and all paragraphs in Section 01700 – Contract Closeout – of the Project Manual.

(Paragraphs deleted)

ARTICLE 6 DISPUTE RESOLUTION

§ 6.1 Initial Decision Maker

The Architect will serve as the Initial Decision Maker pursuant to Article 15 of AIA Document A201-2017, unless the parties appoint below another individual, not a party to this Agreement, to serve as the Initial Decision Maker.

(If the parties mutually agree, insert the name, address and other contact information of the Initial Decision Maker, if other than the Architect.)

§ 6.2 Binding Dispute Resolution

For any Claim subject to, but not resolved by, mediation pursuant to Article 15 of AIA Document A201-2017, the method of binding dispute resolution shall be as follows:

(Check the appropriate box.)

(Paragraphs deleted)

Litigation in a court of competent jurisdiction in Clay county.

If the Owner and Contractor do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, Claims will be resolved by litigation in a court of competent jurisdiction.

ARTICLE 7 TERMINATION OR SUSPENSION

§ 7.1 The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of AIA Document A201-2017.

(Paragraphs deleted)

§ 7.2 The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201-2017.

ARTICLE 8 MISCELLANEOUS PROVISIONS

§ 8.1 Where reference is made in this Agreement to a provision of AIA Document A201-2017 or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

§ 8.2 The Owner's representative:

(Name, address, email address, and other information)

Greg Giuffre, Project Manager
925 W. Center St, Green Cove Springs, FL 32043
Telephone Number: (904) 336-6826

§ 8.3 The Contractor's representative:

(Name, address, email address, and other information)

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User Notes:

(1919961670)

Mark Walden, CEO
McCurdy-Walden, Inc.
5267 Commonwealth Avenue, Jacksonville, FL 32254
Telephone Number: (904) 783-9000

§ 8.4 Neither the Owner's nor the Contractor's representative shall be changed without ten days' prior notice to the other party.

§ 8.5 Insurance and Bonds

§ 8.5.1 The Contractor shall provide a performance and payment bond as set forth in Specification Section 00600, Bonds and Certifications, and elsewhere in the Contract Documents.

(Paragraphs deleted)

§ 8.7 Other provisions:

ARTICLE 9 ENUMERATION OF CONTRACT DOCUMENTS

§ 9.1 This Agreement is comprised of the following documents:

- .1 AIA Document A101™-2017, Standard Form of Agreement Between Owner and Contractor
- .2
- .3

(Paragraphs deleted)

Drawings

Number	Title	Date
A1	Cover Sheet	1-18-2022
A2	Site Plan & Elevation	1-18-2022
A3	Roof Plan, Bldg Section & Details	1-18-2022
S0	Struct Notes, Specs & Wind Zone Diagram	1-12-2022
S1	Bldg 3 Existing Slab & 2nd Flr Framing Plans	1-12-2022
S2	Bldg 3 Existing Roof Framing Plan	1-12-2022
S3	Bldg 4 Existing Slab & 2nd Flr Framing Plans	1-12-2022
S4	Bldg 4 Existing Roof Framing Plan	1-12-2022
S5	Structural Restoration Notes & Details	1-12-2022
S6	Structural Restoration Sections	1-12-2022

- .4 Specifications

(Paragraphs deleted)

See Table of Contents attached hereto and incorporated herein as Exhibit "A"

- .5 Addenda, if any: There were no addenda.

Portions of Addenda relating to bidding or proposal requirements are not part of the Contract Documents unless the bidding or proposal requirements are also enumerated in this Article 9.

This Agreement entered into as of the day and year first written above.

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User Notes:

(1919961670)

OWNER (Signature)

Mary Bolla, Board Chair
(Printed name and title)

CONTRACTOR (Signature)

Mark Walden, CEO
(Printed name and title)

DRAFT

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User Notes:

(1919961670)

School Board of Clay County

May 5, 2022 - Regular School Board Meeting

Title

C24 - Orange Park High School Front Entrance Security Enhancement Contract Award

Description

This project is listed in the Educational Facilities Plan (EFP). The award of a construction project in excess of \$500,000.00 requires School Board approval.

The selection was conducted in accordance with Florida Statute 287.055. The project was advertised for three (3) consecutive weeks with The Clay Today. The bid opening was held April 4, 2022 at 3:00 p.m. The project had one (1) bidder and met the bid requirements.

Gap Analysis

N/A

Previous Outcomes

N/A

Expected Outcomes**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

Award the construction contract to Thomas May Construction Company, the low bidder meeting specifications in the base bid in the amount of \$999,619.00.

Contact

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

Financial Impact

These funds are available and budgeted in the Educational Facilities Plan.

Review Comments**Attachments**

🔗 [OPH Front Entrance Security Enhancement Bid Tab.pdf](#)

🔗 [OPH Front Entrance Security Contract.pdf](#)

**Front Entrance Security Enhancements
Orange Park High School**

Project Number

C-4-21/22

Opened by:

Bertha Staele

Bid Opening Date

April 4, 2022; 3:00 pm

Tabulated by:

Shelly Vongcharnta

Bid Opening Location:

Purchasing Conference Room
800 Center Street
Green Cove Springs, FL 32043

Posted by:

Julie Mendez

Witnessed by:

Debra Smith

Time/Date:

4/4/22 @ 3:00 pm

CONTRACTOR	PRE-QUAL	PRE-BID MTG	BID BOND	LIST OF SUBS	ADDENDA		BASE BID	ALTERNATES			TOTAL
					#1	#2		#1	#2	#3	
<u>Thomas May Construction</u>	✓	✓	✓	✓	✓	NA	\$999,619	NA	NA	NA	\$999,619.00
						NA		NA	NA	NA	
						NA		NA	NA	NA	
						NA		NA	NA	NA	
						NA		NA	NA	NA	
						NA		NA	NA	NA	
						NA		NA	NA	NA	
						NA		NA	NA	NA	

NOTE: Any actual or prospective bidder who disputes the reasonableness or competitiveness of terms and conditions of the invitation to Bid or contract award recommendation shall file a Notice to Protest with Superintendent of Schools within 72 hours of receipt of bid solicitation or posting of the bid tabulation with recommendation and must file a formal written protest within ten (10) days following the filing of Notice to Protest. Failure to observe such timelines will constitute a waiver of proceedings and of right to protest - Chapter 120, Florida Statutes. The School Board requires a protestor to post bond in accordance with Florida Statutes, Section 255.0516 F.S. refer to Specification Section 00100, Part 27 - Bid Protest for additional requirements.

1 Recommendation:

Award the construction contract to the low bidder meeting specifications, Thomas May Construction Company, the base bid in the amount of \$999,619.00.00.

AIA® Document A101® – 2017

Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum

AGREEMENT made as of the 5th day of May in the year 2022
(In words, indicate day, month and year.)

BETWEEN the Owner:
(Name, legal status, address and other information)

School Board of Clay County
900 Walnut Street
Green Cove Springs, FL 32043
(904) 669-6500

and the Contractor:
(Name, legal status, address and other information)

Thomas May Construction Company
310 College Drive
Orange Park, FL 32065
(904) 272-4808

for the following Project:
(Name, location and detailed description)

Front Entrance Security Enhancements Orange Park High School
2300 Kingsley Avenue
Orange Park, FL 32073

The Architect:
(Name, legal status, address and other information)

kasper architects + associates
10175 Fortune Parkway #701
Jacksonville, FL 32256
(904)683-9201

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

The parties should complete A101®-2017, Exhibit A, Insurance and Bonds, contemporaneously with this Agreement. AIA Document A201®-2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

The Owner and Contractor agree as follows.

TABLE OF ARTICLES

- 1 THE CONTRACT DOCUMENTS
- 2 THE WORK OF THIS CONTRACT
- 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION
- 4 CONTRACT SUM
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- 7 TERMINATION OR SUSPENSION
- 8 MISCELLANEOUS PROVISIONS
- 9 ENUMERATION OF CONTRACT DOCUMENTS

EXHIBIT A INSURANCE AND BONDS

ARTICLE 1 THE CONTRACT DOCUMENTS

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary, and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement, and Modifications issued after execution of this Agreement, all of which form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. An enumeration of the Contract Documents, other than a Modification, appears in Article 9.

ARTICLE 2 THE WORK OF THIS CONTRACT

The Contractor shall fully execute the Work described in the Contract Documents, except as specifically indicated in the Contract Documents to be the responsibility of others.

ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 3.1 The date of commencement of the Work shall be:

(Check one of the following boxes.)

- ☐ The date of this Agreement.
- ☒ A date set forth in a notice to proceed issued by the Owner.
- ☐ Established as follows:
(Insert a date or a means to determine the date of commencement of the Work.)

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of this Agreement.

§ 3.2 The Contract Time shall be measured from the date of commencement of the Work.

§ 3.3 Substantial Completion

§ 3.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Contractor shall achieve Substantial Completion of the entire Work:

(Check one of the following boxes and complete the necessary information.)

[X] Not later than Ninety (90) calendar days from the date of commencement of the Work.

[] By the following date:

§ 3.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Contractor shall achieve Substantial Completion of such portions by the following dates:

Portion of Work

Substantial Completion Date

§ 3.3.3 If the Contractor fails to achieve Substantial Completion as provided in this Section 3.3, liquidated damages, if any, shall be assessed as set forth in Section 4.5.

ARTICLE 4 CONTRACT SUM

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be Nine Hundred Ninety Nine Thousand Six Hundred Nineteen Dollars (\$ 999,619.00), subject to additions and deductions as provided in the Contract Documents.

§ 4.2 Alternates

§ 4.2.1 Alternates, if any, included in the Contract Sum:

Item	Price
N/A	

§ 4.2.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Agreement. Upon acceptance, the Owner shall issue a Modification to this Agreement.
(Insert below each alternate and the conditions that must be met for the Owner to accept the alternate.)

Item	Price	Conditions for Acceptance
N/A		

§ 4.3 Allowances, if any, included in the Contract Sum:
(Identify each allowance.)

Item	Price
N/A	

§ 4.4 Unit prices, if any:
(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price per Unit (\$0.00)
N/A		

§ 4.5 Liquidated damages, if any:
(Insert terms and conditions for liquidated damages, if any.)

\$200 per day following substantial completion and \$100 per day following final completion

§ 4.6 Other:
(Insert provisions for bonus or other incentives, if any, that might result in a change to the Contract Sum.)

ARTICLE 5 PAYMENTS

§ 5.1 Progress Payments

§ 5.1.1 Based upon Applications for Payment submitted to the Architect by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents.

§ 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:

§ 5.1.3 Provided that an Application for Payment is received by the Architect, the Owner shall make payment of the amount certified to the Contractor not later than 25 business days. If an Application for Payment is received by the Architect after the application date fixed above, payment of the amount certified shall be made by the Owner not later than Twenty-Five (25) days after the Architect receives the Application for Payment.

(Federal, state or local laws may require payment within a certain period of time.)

§ 5.1.4 Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form, and supported by such data to substantiate its accuracy, as the Architect may require. This schedule of values shall be used as a basis for reviewing the Contractor's Applications for Payment.

§ 5.1.5 Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

(Paragraph deleted)

(Paragraph deleted)

§ 5.1.6.1 The amount of each progress payment shall first include:

- .1 That portion of the Contract Sum properly allocable to completed Work as determined by multiplying the percentage completion of each portion of the work by the share of the contract sum allocated to that portion of the work in the schedule of values, less retainage of five percent (5%); Pending final determination of cost to the Owner of changes in the work, amounts not in dispute shall be included as provided in Section 7.3.9 of AIA Document A.201-2017 General Conditions of the Contract for Construction;
- .2 Add that portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction, or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing less retainage of five percent (5%); Offsite storage of materials shall be in an insured facility approved by the Owner's project manager.
- .3 Subtract the aggregate of previous payments made by the Owner; and
- .4 Subtract amounts, if any, for which the Architect has withheld or nullified a Certificate of Payment as provided in Section 9.5 of AIA Document A201-2017.

§ 5.1.6.2 The amount of each progress payment shall then be reduced by:

- .1 The aggregate of any amounts previously paid by the Owner;
- .2 The amount, if any, for Work that remains uncorrected and for which the Architect has previously withheld a Certificate for Payment as provided in Article 9 of AIA Document A201-2017;
- .3 Any amount for which the Contractor does not intend to pay a Subcontractor or material supplier, unless the Work has been performed by others the Contractor intends to pay;
- .4 For Work performed or defects discovered since the last payment application, any amount for which the Architect may withhold payment, or nullify a Certificate of Payment in whole or in part, as provided in Article 9 of AIA Document A201-2017; and
- .5 Retainage withheld pursuant to Section 5.1.7.

§ 5.1.7 Retainage

§ 5.1.7.1 For each progress payment made prior to Substantial Completion of the Work, the Owner may withhold the following amount, as retainage, from the payment otherwise due:

(Insert a percentage or amount to be withheld as retainage from each Application for Payment. The amount of retainage may be limited by governing law.)

Retainage in the amount of five percent (5%) will be withheld in accordance with Florida Statutes 255.078.

§ 5.1.7.1.1 The following items are not subject to retainage:

(Insert any items not subject to the withholding of retainage, such as general conditions, insurance, etc.)

N/A

§ 5.1.7.2 Reduction or limitation of retainage, if any, shall be as follows:

(If the retainage established in Section 5.1.7.1 is to be modified prior to Substantial Completion of the entire Work, including modifications for Substantial Completion of portions of the Work as provided in Section 3.3.2, insert provisions for such modifications.)

N/A

§ 5.1.7.3 Except as set forth in this Section 5.1.7.3, upon Substantial Completion of the Work, the Contractor may submit an Application for Payment that includes the retainage withheld from prior Applications for Payment pursuant to this Section 5.1.7. The Application for Payment submitted at Substantial Completion shall not include retainage as follows:

(Insert any other conditions for release of retainage upon Substantial Completion.)

N/A

§ 5.1.8 If final completion of the Work is materially delayed through no fault of the Contractor, the Owner shall pay the Contractor any additional amounts in accordance with Article 9 of AIA Document A201–2017.

§ 5.1.9 Except with the Owner's prior approval, the Contractor shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.

§ 5.2 Final Payment

§ 5.2.1 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when

- .1 the Contractor has fully performed the Contract except for the Contractor's responsibility to correct Work as provided in Article 12 of AIA Document A201–2017, and to satisfy other requirements, if any, which extend beyond final payment; and
- .2 a final Certificate for Payment has been issued by the Architect.

§ 5.2.2 The Owner's final payment to the Contractor shall be made no later than 30 days after the issuance of the Architect's final Certificate for Payment, or as follows:

All requirements are satisfied in accordance with specifications and Section 01 78 00-Contract Closeout

§ 5.3 Interest

Payments due and unpaid under the Contract shall bear interest from the date payment is due at the rate stated below, or in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.

(Insert rate of interest agreed upon, if any.)

As required by Florida Statutes

ARTICLE 6 DISPUTE RESOLUTION

§ 6.1 Initial Decision Maker

The Architect will serve as the Initial Decision Maker pursuant to Article 15 of AIA Document A201–2017, unless the parties appoint below another individual, not a party to this Agreement, to serve as the Initial Decision Maker.

Init.

(If the parties mutually agree, insert the name, address and other contact information of the Initial Decision Maker, if other than the Architect.)

§ 6.2 Binding Dispute Resolution

For any Claim subject to, but not resolved by, mediation pursuant to Article 15 of AIA Document A201–2017, the method of binding dispute resolution shall be as follows:

(Check the appropriate box.)

☐ Arbitration pursuant to Section 15.4 of AIA Document A201–2017

☐ Litigation in a court of competent jurisdiction

☒ Other (Specify)

Mediation

If the Owner and Contractor do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, Claims will be resolved by litigation in a court of competent jurisdiction.

ARTICLE 7 TERMINATION OR SUSPENSION

§ 7.1 The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of AIA Document A201–2017.

§ 7.1.1 If the Contract is terminated for the Owner's convenience in accordance with Article 14 of AIA Document A201–2017, then the Owner shall pay the Contractor a termination fee as follows:

(Insert the amount of, or method for determining, the fee, if any, payable to the Contractor following a termination for the Owner's convenience.)

The Contractor shall be entitled to receive payment from the Owner on the same basis provided in Subparagraph 14.4. Termination by the Owner for Convenience, of the Supplemental Conditions.

§ 7.2 The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201–2017.

ARTICLE 8 MISCELLANEOUS PROVISIONS

§ 8.1 Where reference is made in this Agreement to a provision of AIA Document A201–2017 or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

§ 8.2 The Owner's representative:

(Name, address, email address, and other information)

Jeff Marks, Project Manager
925 W. Center St.
Green Cove Springs, FL 32043
(904) 336-6821

§ 8.3 The Contractor's representative:

(Name, address, email address, and other information)

Josh Goff, Project Manager
Thomas May Construction Company
310 College Drive
Orange Park, FL 32065
(904) 272-4808

§ 8.4 Neither the Owner's nor the Contractor's representative shall be changed without ten days' prior notice to the other party.

§ 8.5 Insurance and Bonds

§ 8.5.1 The Owner and the Contractor shall purchase and maintain insurance as set forth in AIA Document A101™-2017, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, Exhibit A, Insurance and Bonds, and elsewhere in the Contract Documents.

§ 8.5.2 The Contractor shall provide bonds as set forth in AIA Document A101™-2017 Exhibit A, and elsewhere in the Contract Documents.

§ 8.6 Notice in electronic format, pursuant to Article 1 of AIA Document A201-2017, may be given in accordance with AIA Document E203™-2013, Building Information Modeling and Digital Data Exhibit, if completed, or as otherwise set forth below:

(If other than in accordance with AIA Document E203-2013, insert requirements for delivering notice in electronic format such as name, title, and email address of the recipient and whether and how the system will be required to generate a read receipt for the transmission.)

§ 8.7 Other provisions:

ARTICLE 9 ENUMERATION OF CONTRACT DOCUMENTS

§ 9.1 This Agreement is comprised of the following documents:

- .1 AIA Document A101™-2017, Standard Form of Agreement Between Owner and Contractor
- .2 AIA Document A101™-2017, Exhibit A, Insurance and Bonds
- .3 AIA Document A201™-2017, General Conditions of the Contract for Construction
- .4 AIA Document E203™-2013, Building Information Modeling and Digital Data Exhibit, dated as indicated below:
(Insert the date of the E203-2013 incorporated into this Agreement.)

.5 Drawings

Number	Title	Date
C-7-21/22	Orange Park HS – Office Renovation	01/24/2022

.6 Specifications

Init.

Section	Title	Date	Pages
	Front Entrance Security Enhancements at Orange Park High School: Phase III	01/24/2022	242

.7 Addenda, if any:

Number	Date	Pages
21045	3/29/2022	2
RFI Response 1	3/30/2022	1

Portions of Addenda relating to bidding or proposal requirements are not part of the Contract Documents unless the bidding or proposal requirements are also enumerated in this Article 9.

.8 Other Exhibits:

(Check all boxes that apply and include appropriate information identifying the exhibit where required.)

☐ AIA Document E204™-2017, Sustainable Projects Exhibit, dated as indicated below:
(Insert the date of the E204-2017 incorporated into this Agreement.)

☐ The Sustainability Plan:

Title	Date	Pages
-------	------	-------

☐ Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages
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.9 Other documents, if any, listed below:

(List here any additional documents that are intended to form part of the Contract Documents. AIA Document A201™-2017 provides that the advertisement or invitation to bid, Instructions to Bidders, sample forms, the Contractor's bid or proposal, portions of Addenda relating to bidding or proposal requirements, and other information furnished by the Owner in anticipation of receiving bids or proposals, are not part of the Contract Documents unless enumerated in this Agreement. Any such documents should be listed here only if intended to be part of the Contract Documents.)

This Agreement entered into as of the day and year first written above.

OWNER (Signature)

(Printed name and title)

CONTRACTOR (Signature)

(Printed name and title)

[Handwritten Signature]
Keith R. [unclear] President

School Board of Clay County

May 5, 2022 - Regular School Board Meeting

Title

C25 - Middleburg High School Roof Repair/Replacement (Building 1) Contract Award

Description

This project is listed in the Educational Facilities Plan (EFP). The award of a construction project in excess of \$500,000.00 requires School Board approval.

The selection was conducted in accordance with Florida Statute 287.055. The project was advertised for three (3) consecutive weeks with The Clay Today. The bid opening was held April 4, 2022 at 2:00 p.m. The project had two (2) bidders and met the bid requirements.

Gap Analysis

N/A

Previous Outcomes

N/A

Expected Outcomes

Construction of Middleburg High School Roof Repair/Replacement (Building 1).

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

Award the construction contract to BBG Contracting Group., the low bidder meeting specifications in the base bid in the amount of \$3,020,470.00.

Contact

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

Financial Impact

These funds are available and budgeted in the Educational Facilities Plan.

Review Comments

Attachments

🔗 [MBHS Roof Repair.Replacement Building 1 Bid Tab.pdf](#)

🔗 [MHS Roof Replacement Bldg 1 Contract.pdf](#)

**Roof Repair/Replacement (Building 1)
Middleburg High School**

Project Number

C-3-21/22

Bid Opening Date

April 4, 2022; 2:00 pm

Bid Opening Location:

Purchasing Conference Room

800 Center Street

Green Cove Springs, FL 32043

Opened by:

Bertha Starfe

Tabulated by:

Shelly Vongchanta

Posted by:

Julie Mander

Witnessed by:

Debra Smith

Time/Date:

2:00 pm; 4/4/22

CONTRACTOR	PRE-QUAL	PRE-BID MTG	BID BOND	LIST OF SUBS	ADDENDA		BASE BID	ALTERNATES			TOTAL
								#1	#2	#3	
Thomas May Construction	✓	✓	✓	✓	NA	NA	\$3,185,230	NA	NA	NA	\$3,185,230.00
BBG Contracting Group	✓	✓	✓	✓	NA	NA	\$3,020,470	NA	NA	NA	\$3,020,470.00
					NA	NA		NA	NA	NA	
					NA	NA		NA	NA	NA	
					NA	NA		NA	NA	NA	
					NA	NA		NA	NA	NA	
					NA	NA		NA	NA	NA	
					NA	NA		NA	NA	NA	

NOTE: Any actual or prospective bidder who disputes the reasonableness or competitiveness of terms and conditions of the invitation to bid or contract award recommendation shall file a Notice to Protest with Superintendent of Schools within 72 hours of receipt of bid solicitation or posting of the bid tabulation with recommendation and must file a formal written protest within ten (10) days following the filing of Notice to Protest. Failure to observe such timelines will constitute a waiver of proceedings and of right to protest - Chapter 120, Florida Statutes. The School Board requires a protestor to post bond in accordance with Florida Statutes, Section 255.0516 F.S. refer to Specification Section 00100, Part 27 - Bid Protest for additional requirements.

Recommendation:

Award the construction contract to the low bidder meeting specifications, BBG Contracting Group, the base bid in the amount of \$3,020,470.00.

AIA® Document A101® – 2017

Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum

AGREEMENT made as of the 5th day of May in the year 2022
(In words, indicate day, month and year.)

BETWEEN the Owner:
(Name, legal status, address and other information)

School Board of Clay County
900 Walnut Street
Green Cove Springs, FL 32043
(904) 336-6500

and the Contractor:
(Name, legal status, address and other information)

BBG Contracting Group, Inc.
10562 New Kings Road
Jacksonville, FL 32219

for the following Project:
(Name, location and detailed description)

Roof Repair/Replacement (Building 1) Middleburg High School
3750 County Road 220
Middleburg, FL 32068

The Architect:
(Name, legal status, address and other information)

kasper architects + associates
10175 Fortune Parkway #701
Jacksonville, FL 32256

The Owner and Contractor agree as follows.

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

The parties should complete A101®–2017, Exhibit A, Insurance and Bonds, contemporaneously with this Agreement. AIA Document A201®–2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

Init.

TABLE OF ARTICLES

- 1 THE CONTRACT DOCUMENTS
- 2 THE WORK OF THIS CONTRACT
- 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION
- 4 CONTRACT SUM
- 5 PAYMENTS
- 6 DISPUTE RESOLUTION
- 7 TERMINATION OR SUSPENSION
- 8 MISCELLANEOUS PROVISIONS
- 9 ENUMERATION OF CONTRACT DOCUMENTS

EXHIBIT A INSURANCE AND BONDS

ARTICLE 1 THE CONTRACT DOCUMENTS

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary, and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement, and Modifications issued after execution of this Agreement, all of which form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. An enumeration of the Contract Documents, other than a Modification, appears in Article 9.

ARTICLE 2 THE WORK OF THIS CONTRACT

The Contractor shall fully execute the Work described in the Contract Documents, except as specifically indicated in the Contract Documents to be the responsibility of others.

ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 3.1 The date of commencement of the Work shall be:

(Check one of the following boxes.)

- ☐ The date of this Agreement.
- ☒ A date set forth in a notice to proceed issued by the Owner.
- ☐ Established as follows:
(Insert a date or a means to determine the date of commencement of the Work.)

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of this Agreement.

§ 3.2 The Contract Time shall be measured from the date of commencement of the Work.

§ 3.3 Substantial Completion

§ 3.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Contractor shall achieve Substantial Completion of the entire Work:

(Check one of the following boxes and complete the necessary information.)

Init.

[X] Not later than Two Hundred (200) calendar days from the date of commencement of the Work.

[] By the following date:

§ 3.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Contractor shall achieve Substantial Completion of such portions by the following dates:

Portion of Work

Substantial Completion Date

§ 3.3.3 If the Contractor fails to achieve Substantial Completion as provided in this Section 3.3, liquidated damages, if any, shall be assessed as set forth in Section 4.5.

ARTICLE 4 CONTRACT SUM

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be Three Million Twenty Thousand Four Hundred Seventy Dollars (\$ 3,020,470.00), subject to additions and deductions as provided in the Contract Documents.

§ 4.2 Alternates

§ 4.2.1 Alternates, if any, included in the Contract Sum:

Item
N/A

Price

§ 4.2.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Agreement. Upon acceptance, the Owner shall issue a Modification to this Agreement.
(Insert below each alternate and the conditions that must be met for the Owner to accept the alternate.)

Item
N/A

Price

Conditions for Acceptance

§ 4.3 Allowances, if any, included in the Contract Sum:
(Identify each allowance.)

Item
N/A

Price

§ 4.4 Unit prices, if any:

(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)

Item
N/A

Units and Limitations

Price per Unit (\$0.00)

§ 4.5 Liquidated damages, if any:

(Insert terms and conditions for liquidated damages, if any.)

\$200 per day following substantial completion and \$100 per day following final completion

§ 4.6 Other:

(Insert provisions for bonus or other incentives, if any, that might result in a change to the Contract Sum.)

ARTICLE 5 PAYMENTS

§ 5.1 Progress Payments

§ 5.1.1 Based upon Applications for Payment submitted to the Architect by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents. The School District of Clay County will make payments based on Florida Statute 218, Timely Payments for Purchase of Construction Services.

§ 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:

Contractors are encouraged to submit their application of the same day of each month.

§ 5.1.3 Provided that an Application for Payment is received by the Architect, the Owner shall make payment of the amount certified to the Contractor not later than 25 business days. If an Application for Payment is received by the Architect after the application date fixed above, payment of the amount certified shall be made by the Owner not later than Twenty-Five (25) days after the Architect receives the Application for Payment.
(Federal, state or local laws may require payment within a certain period of time.)

§ 5.1.4 Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form, and supported by such data to substantiate its accuracy, as the Architect may require. This schedule of values shall be used as a basis for reviewing the Contractor's Applications for Payment.

§ 5.1.5 Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

(Paragraph deleted)

(Paragraph deleted)

§ 5.1.6.1 The amount of each progress payment shall first include:

- .1 That portion of the Contract Sum properly allocable to completed Work as determined by multiplying the percentage completion of each portion of the work by the share of the contract sum allocated to that portion of the work in the schedule of values, less retainage of five percent (5%); Pending final determination of cost to the Owner of changes in the work, amounts not in dispute shall be included as provided in Section 7.3.9 of AIA Document A.201-2017 General Conditions of the Contract for Construction;
- .2 Add that portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction, or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing less retainage of five percent (5%); Offsite storage of materials shall be in an insured facility approved by the Owner's project manager.
- .3 Subtract the aggregate of previous payments made by the Owner; and
- .4 Subtract amounts, if any, for which the Architect has withheld or nullified a Certificate of Payment as provided in Section 9.5 of AIA Document A201-2017.

§ 5.1.6.2 The amount of each progress payment shall then be reduced by:

- .1 The aggregate of any amounts previously paid by the Owner;
- .2 The amount, if any, for Work that remains uncorrected and for which the Architect has previously withheld a Certificate for Payment as provided in Article 9 of AIA Document A201-2017;
- .3 Any amount for which the Contractor does not intend to pay a Subcontractor or material supplier, unless the Work has been performed by others the Contractor intends to pay;
- .4 For Work performed or defects discovered since the last payment application, any amount for which the Architect may withhold payment, or nullify a Certificate of Payment in whole or in part, as provided in Article 9 of AIA Document A201-2017; and
- .5 Retainage withheld pursuant to Section 5.1.7.

Init.

§ 5.1.7 Retainage

§ 5.1.7.1 For each progress payment made prior to Substantial Completion of the Work, the Owner may withhold the following amount, as retainage, from the payment otherwise due:

(Insert a percentage or amount to be withheld as retainage from each Application for Payment. The amount of retainage may be limited by governing law.)

Retainage in the amount of five percent (5%) will be withheld in accordance with Florida Statutes 255.078.

§ 5.1.7.1.1 The following items are not subject to retainage:

(Insert any items not subject to the withholding of retainage, such as general conditions, insurance, etc.)

§ 5.1.7.2 Reduction or limitation of retainage, if any, shall be as follows:

(If the retainage established in Section 5.1.7.1 is to be modified prior to Substantial Completion of the entire Work, including modifications for Substantial Completion of portions of the Work as provided in Section 3.3.2, insert provisions for such modifications.)

§ 5.1.7.3 Except as set forth in this Section 5.1.7.3, upon Substantial Completion of the Work, the Contractor may submit an Application for Payment that includes the retainage withheld from prior Applications for Payment pursuant to this Section 5.1.7. The Application for Payment submitted at Substantial Completion shall not include retainage as follows:

(Insert any other conditions for release of retainage upon Substantial Completion.)

§ 5.1.8 If final completion of the Work is materially delayed through no fault of the Contractor, the Owner shall pay the Contractor any additional amounts in accordance with Article 9 of AIA Document A201–2017.

§ 5.1.9 Except with the Owner's prior approval, the Contractor shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.

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§ 5.2.1 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when

- .1 the Contractor has fully performed the Contract except for the Contractor's responsibility to correct Work as provided in Article 12 of AIA Document A201–2017, and to satisfy other requirements, if any, which extend beyond final payment; and
- .2 a final Certificate for Payment has been issued by the Architect.

§ 5.2.2 The Owner's final payment to the Contractor shall be made no later than 30 days after the issuance of the Architect's final Certificate for Payment, or as follows:

All requirements are satisfied in accordance with specifications and Section 01 78 00-Contract Closeout

§ 5.3 Interest

Payments due and unpaid under the Contract shall bear interest from the date payment is due at the rate stated below, or in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.

(Insert rate of interest agreed upon, if any.)

As required by Florida Statutes

ARTICLE 6 DISPUTE RESOLUTION

§ 6.1 Initial Decision Maker

The Architect will serve as the Initial Decision Maker pursuant to Article 15 of AIA Document A201–2017, unless the parties appoint below another individual, not a party to this Agreement, to serve as the Initial Decision Maker.

(If the parties mutually agree, insert the name, address and other contact information of the Initial Decision Maker, if other than the Architect.)

§ 6.2 Binding Dispute Resolution

For any Claim subject to, but not resolved by, mediation pursuant to Article 15 of AIA Document A201–2017, the method of binding dispute resolution shall be as follows:

(Check the appropriate box.)

- ☐ Arbitration pursuant to Section 15.4 of AIA Document A201–2017
- ☒ Litigation in a court of competent jurisdiction
- ☐ Other *(Specify)*

If the Owner and Contractor do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, Claims will be resolved by litigation in a court of competent jurisdiction.

ARTICLE 7 TERMINATION OR SUSPENSION

§ 7.1 The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of AIA Document A201–2017.

§ 7.1.1 If the Contract is terminated for the Owner's convenience in accordance with Article 14 of AIA Document A201–2017, then the Owner shall pay the Contractor a termination fee as follows:

(Insert the amount of, or method for determining, the fee, if any, payable to the Contractor following a termination for the Owner's convenience.)

The Contractor shall be entitled to receive payment from the Owner on the same basis provided in Subparagraph 14.4. Termination by the Owner for Convenience, of the Supplemental Conditions.

§ 7.2 The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201–2017.

ARTICLE 8 MISCELLANEOUS PROVISIONS

§ 8.1 Where reference is made in this Agreement to a provision of AIA Document A201–2017 or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

§ 8.2 The Owner's representative:

(Name, address, email address, and other information)

Jeff Marks, Project Manager
925 W. Center St.
Green Cove Springs, FL 32043
(904) 336-6821

Init.

§ 8.3 The Contractor's representative:
(Name, address, email address, and other information)

BBG Contracting Group, Inc.
10562 New Kings Road
Jacksonville, FL 32219

§ 8.4 Neither the Owner's nor the Contractor's representative shall be changed without ten days' prior notice to the other party.

§ 8.5 Insurance and Bonds

§ 8.5.1 The Owner and the Contractor shall purchase and maintain insurance as set forth in AIA Document A101™-2017, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, Exhibit A, Insurance and Bonds, and elsewhere in the Contract Documents.

§ 8.5.2 The Contractor shall provide bonds as set forth in AIA Document A101™-2017 Exhibit A, and elsewhere in the Contract Documents.

§ 8.6 Notice in electronic format, pursuant to Article 1 of AIA Document A201-2017, may be given in accordance with AIA Document E203™-2013, Building Information Modeling and Digital Data Exhibit, if completed, or as otherwise set forth below:

(If other than in accordance with AIA Document E203-2013, insert requirements for delivering notice in electronic format such as name, title, and email address of the recipient and whether and how the system will be required to generate a read receipt for the transmission.)

§ 8.7 Other provisions:

ARTICLE 9 ENUMERATION OF CONTRACT DOCUMENTS

§ 9.1 This Agreement is comprised of the following documents:

- .1 AIA Document A101™-2017, Standard Form of Agreement Between Owner and Contractor
- .2 AIA Document A101™-2017, Exhibit A, Insurance and Bonds
- .3 AIA Document A201™-2017, General Conditions of the Contract for Construction
- .4 AIA Document E203™-2013, Building Information Modeling and Digital Data Exhibit, dated as indicated below:
(Insert the date of the E203-2013 incorporated into this Agreement.)

.5 Drawings

Number	Title	Date
C-3-21/22	Middleburg High School - Reroof	01/28/2022

.6 Specifications

Init.

Section	Title	Date	Pages
	Middleburg HS – Office Re-Roof Phase III	01/24/2022	170

.7 Addenda, if any:

Number	Date	Pages
--------	------	-------

Portions of Addenda relating to bidding or proposal requirements are not part of the Contract Documents unless the bidding or proposal requirements are also enumerated in this Article 9.

.8 Other Exhibits:

(Check all boxes that apply and include appropriate information identifying the exhibit where required.)

☐ AIA Document E204™-2017, Sustainable Projects Exhibit, dated as indicated below:
(Insert the date of the E204-2017 incorporated into this Agreement.)

☐ The Sustainability Plan:

Title	Date	Pages
-------	------	-------

☐ Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages
----------	-------	------	-------

.9 Other documents, if any, listed below:

(List here any additional documents that are intended to form part of the Contract Documents. AIA Document A201™-2017 provides that the advertisement or invitation to bid, Instructions to Bidders, sample forms, the Contractor's bid or proposal, portions of Addenda relating to bidding or proposal requirements, and other information furnished by the Owner in anticipation of receiving bids or proposals, are not part of the Contract Documents unless enumerated in this Agreement. Any such documents should be listed here only if intended to be part of the Contract Documents.)

This Agreement entered into as of the day and year first written above.

OWNER (Signature)

(Printed name and title)

CONTRACTOR (Signature)

(Printed name and title)

Init.

School Board of Clay County

May 5, 2022 - Regular School Board Meeting

Title

C26 - Change Order #2 for Middleburg Transportation Fuel System Repair/Replacement

Description

Change Orders are initiated by the Contractor, Architect/Engineer or Owner, and may increase or decrease the scope of the project as defined by the plans and specifications. Change Orders are reviewed by the Architect/Engineer and staff prior to submission to the School Board for approval. This change order is to supply materials and labor for the installation of required safety protection for above ground storage tank facility.

Gap Analysis

N/A

Previous Outcomes

N/A

Expected Outcomes

Construction will proceed immediately translating to an on time completion.

Strategic Plan Goal

Ensure effective management of the organization, operations, and facilities to maximize the use of resources and promote a safe, efficient, and effective learning environment for Clay County students.

Recommendation

Approve Change Order # 2.

Contact

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

Financial Impact

This change order will increase the contract amount by \$9,505.00. Architect fees will increase by \$807.93 as a result of this change order. These funds are available and budgeted in the Educational Facilities Plan.

Review Comments**Attachments**

📎 [CO 2 Middleburg Transportation Fuel System.pdf](#)

**AIA****Document G701™ – 2017****Change Order**

PROJECT: (Name and address)
 Fuel System Repair/Replacement
 Middleburg Transportation Facility
 3674 CR 220
 Middleburg, FL 32068

CONTRACT INFORMATION:
 Contract For: General Construction
 Date:

CHANGE ORDER INFORMATION:
 Change Order Number: 002
 Date:

OWNER: (Name and address)
 School Board of Clay County
 900 Walnut Street
 Green Cove Springs, FL 32043

ARCHITECT: (Name and address)
 Michele M. Agee, P.E., P.A.
 1329 Kingsley Ave Suite C
 Orange Park, FL 32073

CONTRACTOR: (Name and address)
 Gary S. Bailey
 5201 CR 218
 Middleburg, FL 32068

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Material and labor to install ten (10) concrete bollards for above ground fuel storage tank protection.

The original Contract Sum was

\$ 522,960.00

The net change by previously authorized Change Orders

\$ 8,775.00

The Contract Sum prior to this Change Order was

\$ 531,735.00

The Contract Sum will be increased by this Change Order in the amount of

\$ 9,505.00

The new Contract Sum including this Change Order will be

\$ 541,240.00

The Contract Time will be increased by Zero (0) days.

The new date of Substantial Completion will be 5 September 2022

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Michele M. Agee, P.E., P.A.

ARCHITECT (Firm name)

SIGNATURE

Michele M. Agee, President

PRINTED NAME AND TITLE

DATE

Gary S. Bailey

CONTRACTOR (Firm name)

SIGNATURE

Gary S. Bailey, President

PRINTED NAME AND TITLE

DATE

School Board of Clay County

OWNER (Firm name)

SIGNATURE

PRINTED NAME AND TITLE

DATE

SCHOOL BOARD OF CLAY COUNTY
CHANGE ORDER # 002

SBCC PROJECT NAME: Middleburg Transportation Fuel Storage Repair/Replacement

SBCC PROJECT NUMBER: C-35-20/21

ADDITIONAL INFORMATION

- Materials and labor to install 10 concrete bollards for above ground fuel storage tank protection	\$ 9,505.00
TOTAL CHANGE ORDER AMOUNT:	\$ 9,505.00

0 additional calendar days to achieve substantial completion will be required for this change order. Substantial Completion date will remain September 5, 2022. Final Completion date will remain October 5, 2022.

GARY S. BAILEY, INC.

BUILDING CONTRACTOR
License No. CBC 018022

5201 COUNTY ROAD 218 · MIDDLEBURG, FL 32068 · (904) 291-2291

Date: April 5, 2022

To: Jeffery Marks

Re: Owner requested Bollards at Fuel System Repair at Middleburg Transportation Facility

Gary S. Bailey purposes to furnish all labor, material, and equipment necessary for the following change order as requested by the Owner.

Supply and Install 10 Bollards, will be set and filled with concrete, and will be painted traffic yellow.

Change Order

- Labor and Material \$7,983.00
- Bond.....\$282.00
- Subtotal.....\$8,265.00
- Profit.....\$1,240.00
- Total cost.....\$9,505.00

Please feel free to contact me if you have any questions.

Thank you

Jason Bailey
Project Manager

School Board of Clay County

May 5, 2022 - Regular School Board Meeting

Title

C27 - Approval of the Interlocal Agreement between the School Board of Clay County, Florida and the City of Keystone Heights, Florida for Pecan Street improvements to close Pecan Street

Description

Keystone Heights Elementary (KHE) desires to temporarily close Pecan Street during pick up and drop off times each school day to improve student safety. The City of Keystone Heights has approved the Interlocal Agreement to permit such temporary closures. CCDS Facility Planning & Construction agrees to fund the purchase and installation of the swing-arm gates necessary for the closure.

Gap Analysis

No action would result in limited ability to control thru-traffic on Pecan Street during the designated bus pick up and drop off time windows which remains a student safety concern.

Previous Outcomes

The School Board has previously approved Interlocal Agreements between Clay County and its municipalities.

Expected Outcomes

It is expected the School Board will approve the Interlocal Agreement in order to improve student safety in the KHE bus loading and unloading zones.

Strategic Plan Goal

Ensure effective management of the organization, operations, and facilities to maximize the use of resources and promote a safe, efficient, and effective learning environment for Clay County students.

Recommendation

Approval of the Interlocal Agreement to allow for additional safety measures in the KHE bus loading area.

Contact

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

Financial Impact

The financial impact is \$13,032.50. These funds are available and budgeted in the Educational Facilities Plan.

Review Comments

Attachments

- ☞ [Contract Review Form - Interlocal with the City of Keystone Hts..pdf](#)
- ☞ [Interlocal Agreement with the City of Keystone Hts..pdf](#)

FOLLOW ALL PROCEDURES ON BACK OF THIS FORM

Contract # 220121

Number Assigned by Purchasing Dept.



CONTRACT REVIEW

BOARD MEETING/DATE:

5/5/2022

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: April 13, 2022

Name of Contract Initiator: Lance Addison

Telephone #: (904) 336-6872

School/Dept Submitting Contract: Operations/Planning

Cost Center # n/a

Vendor Name: City of Keystone Heights

Contract Title: "Bus Loop" SW Pecan Street Improvements Interlocal Agreement

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

Contract Term: annually/ automatic renewal

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 13 2022
PURCHASING

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

CONTRACT REVIEWED BY:

COMMENTS BELOW BY REVIEWING DEPARTMENT

Purchasing Department

B78

Review Date

4/13/22

School Board Attorney

Review Date

4/13/22

Other Dept. as Necessary

Review Date

PENDING STATUS: ☐ YES ☐ NO

IF YES, HIGHLIGHTED COMMENTS ABOVE MUST BE CORRECTED BY INITIATOR

FINAL STATUS

☒ **APPROVED**

DATE: 4.13.22

**INTERLOCAL AGREEMENT FOR IMPROVEMENTS
OF SOUTHWEST PECAN STREET
LOCATED ADJACENT TO KEYSTONE HEIGHTS ELEMENTARY**

THIS INTERLOCAL AGREEMENT is made and entered into this ____ day of November, 2021 by and between the KEYSTONE HEIGHTS ELEMENTARY, an elementary school existing under the laws of the State of Florida ("KHE") acting by and through the Clay County District Schools ("SCHOOL DISTRICT"), and the CITY OF KEYSTONE HEIGHTS, a political subdivision of the State of Florida ("CITY").

RECITALS

WHEREAS, Southwest Pecan Street is a public street contained within the boundaries of the CITY; and

WHEREAS, KHE desires to close a portion of Southwest Pecan Street during the drop off and pickup times of students each school day ("City Street" identified in attached Exhibit A); and

WHEREAS, KHE agrees to provide certain labor, materials, and equipment necessary to perform install and then operate certain traffic control arms, devices and improvements necessary to close Southwest Pecan Street (the "Project").

NOW THEREFORE, in consideration of the mutual covenants and promises set forth herein, and for other good and valuable consideration, the CITY and the SCHOOL DISTRICT hereby agree as follows:

1. For purposes of this Interlocal Agreement the term "Act" shall mean Section 163.01, Florida Statutes, commonly known as the Florida Interlocal Cooperation Act of 1969.
2. This Interlocal Agreement is entered into pursuant to the provisions of the Act, and all applicable portions of the Act are made a part hereof and incorporated herein as if set forth at length herein.
3. The SCHOOL DISTRICT is responsible for purchasing the traffic control arms, devices and other such improvements necessary to close temporarily each school day Southwest Pecan Street and for maintaining any such improvements.
4. The SCHOOL DISTRICT agrees to provide the labor, material, and equipment necessary to perform install and then operate certain traffic control arms, devices and improvements necessary to close the Project, as is described on Exhibit B. The SCHOOL DISTRICT shall maintain any improvements in good working and aesthetic condition at the SCHOOL DISTRICT's own expense.
5. In order to schedule this project appropriately, the CITY and the SCHOOL DISTRICT representatives responsible for this Project shall meet prior to order of any materials in order to determine the delivery and work schedule. Thereafter, the SCHOOL DISTRICT will

coordinate the time of delivery of the materials and labor so that the improvement project may be completed in the most expeditious and efficient manner.

6. Within thirty (30) days of the date the parties have coordinated for the delivery of materials the SCHOOL DISTRICT shall complete the Project.

7. This Interlocal Agreement may only be modified by written agreement between the parties and shall remain in effect through May 27, 2022. Upon the expiration of the term of this Interlocal Agreement or any renewal term, this Interlocal Agreement shall automatically renew for a period of twelve calendar months and expire on the last school day the next calendar year. Either party shall have the right to terminate this Interlocal Agreement without cause following thirty (30) days written notice to the other.

8. If this Interlocal Agreement is terminated for any reason, the SCHOOL DISTRICT shall, at the SCHOOL DISTRICT's own expense, remove any traffic control devices or improvements which were installed and constructed pursuant to this Agreement within thirty (30) days and return the CITY's property to the same or better condition as it existed prior to this Agreement.

9. The SCHOOL DISTRICT shall defend, indemnify, and hold harmless the CITY and all its employees, officers, agents and servants with respect to any injury or damages sustained or costs incurred by the SCHOOL DISTRICT or liability to any third party attributable to the CITY arising out of the negligent or willful act or omission of the SCHOOL DISTRICT, its employees, agents or contractors in the performance of this Interlocal Agreement. The indemnification provision set forth herein is subject to and within the limits set forth in Section 768.28, Florida Statutes, and to any other limitations or prohibitions provided by law and shall not be deemed a waiver of the indemnitor's sovereign immunity. With respect to tort liability, the provisions hereof shall not apply to the extent any negligence on the part of the SCHOOL DISTRICT is the proximate cause of the matter(s) to which the indemnification from the CITY to the SCHOOL DISTRICT provided thereunder otherwise would apply.

The CITY shall defend, indemnify, and hold harmless the SCHOOL DISTRICT and all its employees, officers, agents and servants with respect to any injury or damages sustained or costs incurred by the CITY or liability to any third party attributable to the SCHOOL DISTRICT arising out of the negligent or willful act or omission of the CITY, its employees, agents or contractors in the performance of this Interlocal Agreement. The indemnification provision set forth herein is subject to and within the limits set forth in Section 768.28, Florida Statutes, and to any other limitations or prohibitions provided by law and shall not be deemed a waiver of the indemnitor's sovereign immunity. With respect to tort liability, the provisions hereof shall not apply to the extent any negligence on the part of the CITY is the proximate cause of the matter(s) to which the indemnification from the SCHOOL DISTRICT to the CITY provided thereunder otherwise would apply.

10. In the event an attorney must be employed to enforce or interpret this Interlocal Agreement, the party prevailing on the majority of its claims, or which successfully defends against a majority of the other's claims, shall be entitled to an award of reasonable attorney's fees

and costs, including fees and costs incurred from the date of referral of the dispute to the prevailing party's attorney through the conclusion of litigation, arbitration, or other dispute resolution proceeding, or incurred in bankruptcy or on appeal.

11. This Interlocal Agreement shall be deemed effective as of the date and year first above written.

IN WITNESS WHEREOF, each of the parties has caused this Interlocal Agreement to be executed on its behalf as of the date and year first above written.

CLAY COUNTY DISTRICT SCHOOLS

By: _____

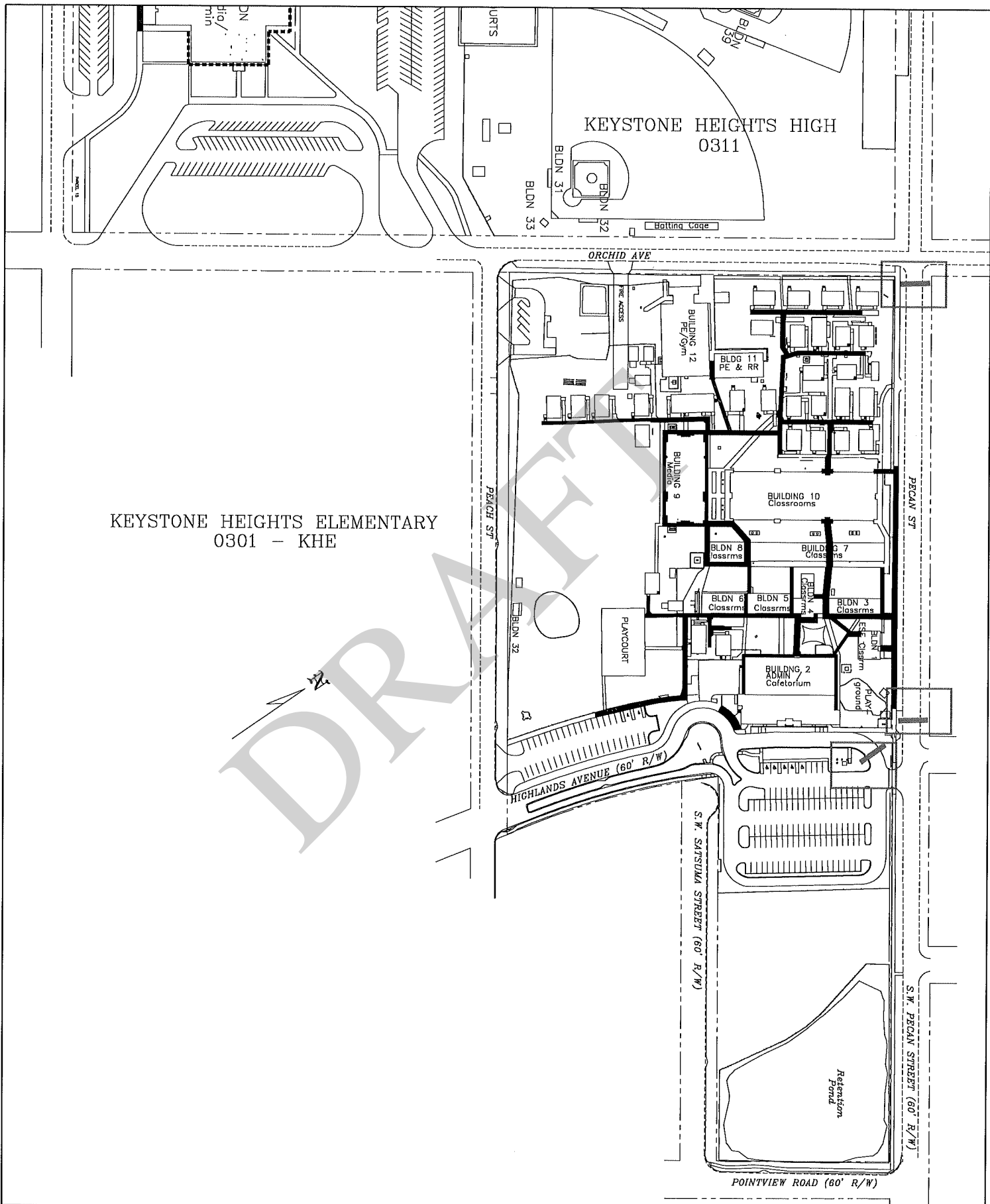
ATTEST:

CITY OF KEYSTONE HEIGHTS

By: _____
Karen Lake, Its Mayor

ATTEST:

Lynn Rutkowski, City Manager



KEYSTONE HEIGHTS ELEMENTARY
0301 - KHE

COST CENTER NO. :	0301
FACILITY NO. :	0010
PARCEL NO. :	013
ACRES:	11.58

CLAY COUNTY SCHOOL BOARD
KEYSTONE HEIGHTS ELEMENTARY

335 SW PECAN STREET, KEYSTONE HEIGHTS, FLORIDA 32656

KHE-1
4-28-21
N.T.S.

ARMSTRONG FENCE CO / ST JOHNS COUNTY SCHOOL BOARD QUOTE SHEET
BID #2018-23 FENCING

JOB NAME:		KEYSTONE HEIGHTS ELEMENTARY		DATE:	9/27/2021	
CONTACT/PHONE #:				W/O #		
SCHOOL ADDRESS		335 SW PECAN STREET		E-MAIL		
Item number	Quantity	BLACK	Unit	Unit Price	Final Total	
1		4' HIGH CHAINLINK: 0-100'	LF	\$ 12.00	\$ -	
2		4' HIGH CHAINLINK: 100' - 500'	LF	\$ 11.75	\$ -	
3		4' HIGH CHAINLINK: 500' - 1500'	LF	\$ 11.50	\$ -	
4		4' HIGH CHAINLINK: OVER 1500'	LF	\$ 11.00	\$ -	
5		6' HIGH CHAINLINK: 0 - 100'	LF	\$ 17.00	\$ -	
6		6' HIGH CHAINLINK: 100' - 500'	LF	\$ 16.00	\$ -	
7		6' HIGH CHAINLINK: 500' - 1500'	LF	\$ 15.00	\$ -	
8		6' HIGH CHAINLINK: OVER 1500'	LF	\$ 14.00	\$ -	
9		COST PER LINEAR FOOT FOR DEMOLITION OF EXISTING FENCE	LF	\$ 2.00	\$ -	
13		COST PER LINEAR FOOR FOR A 4' HIGH CHAINLINK GATE	LF	\$ 40.00	\$ -	
14	6	COST PER LINEAR FOOT FOR A 6' HIGH CHAINLINK GATE	LF	\$ 60.00	\$ 360.00	
15		COST OF EACH FENCE POST (GATE, END, CORNER): 2" X 8'	LF	\$ 45.00	\$ -	
16		COST OF EACH FENCE POST (GATE, END, CORNER): 2-1/2" X 8'	LF	\$ 50.00	\$ -	
17		COST OF EACH FENCE POST (GATE, END, CORNER): 3" X 8'	LF	\$ 170.00	\$ -	
18	2	COST OF EACH FENCE POST (GATE, END, CORNER): 4" X 10'6"	LF	\$ 200.00	\$ 400.00	
19		COST OF EACH FENCE POST (GATE, END, CORNER): 6-5/8" X 10'6"	LF	\$ 500.00	\$ -	
20		COST OF EACH FENCE POST (GATE, END, CORNER): 8-5/8" X 10'6"	LF	\$ 600.00	\$ -	
21					\$ -	
22					\$ -	
23					\$ -	
24					\$ -	
25					\$ -	
26					\$ -	
TOTAL CONTRACT MATERIAL ITEMS				\$	760.00	
LABOR						
	60	SHOP LABOR / WELDING / GATE CONSTRUCTION	EA	\$40.00	\$ 2,400.00	
	60	GATE INSTALLATION	EA	\$40.00	\$ 2,400.00	
	6	MINIMUM LABOR FOR CORE DRILL	EA	\$40.00	\$ 240.00	
					\$ -	
					\$ -	
TOTAL CONTRACT LABOR ITEMS				\$	5,040.00	
NON CONTRACT ITEMS / OUR COST						
	2	40' DOUBLE BARRIER GATE	EA	\$ 2,575.00	\$ 5,150.00	
	1	24' DOUBLE BARRIER GATE	EA	\$ 2,050.00	\$ 2,050.00	
	3	POWDER COAT GATE	EA	\$ 650.00	\$ 1,950.00	
	3	POWDER COAT FENCE POST	EA	\$ 250.00	\$ 750.00	
				\$ -	\$ -	
		SUBTOTAL NON CONTRACT ITEMS		\$ -	\$ 9,900.00	
		MARKUP 15% ON NON CONTRACT ITEMS			\$ 1,485.00	
TOTAL NON CONTRACT ITEMS					\$ 11,385.00	
TOTAL ESTIMATE					\$ 17,185.00	

[illegible]

School Board of Clay County

May 5, 2022 - Regular School Board Meeting

Title

C28 - 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, 5.5.22.pdf](#)

SBCC PRE-QUALIFIED CONTRACTORS

The following contractors are being submitted to the School Board for Contractor Pre-Qualification approval having met all requirements of Chapter 1013.46 F. S., as determined by the Pre-Qualification Committee consisting of Michael Kemp, Phil Hans, Bertie Staefe, Chris Deely-Isais and Beth Clark. The pre-qualification certification is valid for one year from the end of the month in which Board approval is obtained.

COMPANY	TRADE CATEGORY	BOND LIMIT	EXPIRATION DATE
Assurance Electrical, LLC	Electrical Contractor	\$300,000.00	May 31, 2023
BBG Contracting Group, Inc.	Roofing Contractor	\$12,000,000.00	May 31, 2023
C.C. Borden Construction, Inc.	General Contractor	\$18,000,000.00	May 31, 2023
Elkins Construction, LLC	General Contractor	\$250,000,000.00	May 31, 2023
Harrell Construction Company, Inc.	General Contractor	\$15,000,000.00	May 31, 2023
Jenkins Roofing, Inc.	Roofing and Building Contractor	\$10,000,000.00	May 31, 2023
Parrish McCall Constructors, Inc.	General Contractor	\$250,000,000.00	May 31, 2023
Perry McCall Construction, LLC	General Contractor	\$250,000,000.00	May 31, 2023
W.W. Gay Mechanical Contractor, Inc.	Mechanical and Plumbing Contractor	\$100,000,000.00	May 31, 2023

School Board of Clay County

May 5, 2022 - Regular School Board Meeting

Title

D1 - 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**