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**School District of Clay County  
Green Cove Springs, Florida**

**Teacher Inservice Center - Fleming Island High School  
2233 Village Square Parkway  
CLOSED Student Hearings - 4:00 p.m.  
REGULAR MEETING - 7:00 p.m.**

**June 16, 2016 - Regular Meeting**

**Invocation** (Carol Studdard)  
**Pledge of Allegiance**  
**Call to Order**

1. [Attendance](#)

**Minutes:** Present: Janice Kerekes, District 1; Carol Studdard, District 2; Betsy Condon, District 3; Johnna McKinnon, District 4; Ashley Gilhousen, District 5; and Superintendent Charlie Van Zant.

**Consent Agenda**

**Superintendent**

2. [C-1 Minutes of Student Hearings and Regular Meeting on May 19, 2016](#)

Attachment: [MINUTES Reg Mtg. 05.19.16.pdf](#)  
Attachment: 2016 May 19 Disc.pdf (Confidential Item)

**Deputy Superintendent**

3. [C-2 Proposed Allocations for 2016-2017](#)

Attachment: [Allocation Summary - June 16, 2016.pdf](#)

4. [C-4 Agreement between School Board of Clay County and Clay County Sheriff's Office for Purchase of Gasoline at Middleburg Facility](#)

Attachment: [Contract Agreement 2016.pdf](#)

**Human Resources**

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

Attachment: [Personnel Consent Agenda 06 16 2016.pdf](#)

6. [C-6 Complete Salary Schedule - 2015-2016](#)

Attachment: [SALARY SCHEDULE COMPLETE - 2015-2016.pdf](#)

### **Instruction**

7. [C-7 K-12 Academic Support Services - Student Travel](#)

Attachment: [June 2016 - Student Travel.pdf](#)

8. [C-8 Advertise 2016-2017 Student Progression Plan](#)

Attachment: [STUDENT PROGRESSION PLAN COVER PAGE 16-17.pdf](#)

Attachment: [STUDENT PROGRESSION PLAN INTRODUCTION 16-17.pdf](#)

Attachment: [ELEMENTARY EDUCATION SPP 16-17.pdf](#)

Attachment: [SECONDARY EDUCATION 16-17.pdf](#)

Attachment: [EXCEPTIONAL STUDENT EDUCATION 16-17.pdf](#)

Attachment: [ADULT EDUCATION 16-17.pdf](#)

9. [C-9 Consultant Agreement with Marshall Cavendis Education](#)

Attachment: [Singapore Math.pdf](#)

10. [C-10 Advertise 2016-2017 Code of Student Conduct](#)

Attachment: [16-17 Code of Conduct Draft.pdf](#)

11. [C-11 Services Agreement between the School Board of Clay County and Buck Institute for Education PBL 3-Day Professional Development Workshop - 7/19/16 through 7/21/16](#)

Attachment: [BIE Services Agreement -Signed.pdf](#)

12. [C-12 Mainspring Academy Extended School Year Contract 2016](#)

Attachment: [Mainspring Academy Academy ESY 2016 no name.pdf](#)

### **Business Affairs**

13. [C-13 Monthly Property Report - May, 2016 - Furniture/Equipment](#)

Attachment: [Furniture-Equipment Report-May, 2016.pdf](#)

14. [C-14 Monthly Property Report - May, 2016 - AV Materials](#)

Attachment: [Audiovisual Report-May, 2016.pdf](#)

15. [C-15 Monthly Property Report - May, 2016 - Software](#)

Attachment: [Software Report-May, 2016.pdf](#)

16. [C-16 Monthly Property Report - May, 2016 - Vehicles](#)

Attachment: [Vehicles Report-May, 2016.pdf](#)

17. [C-17 Deletion of Certain Items Report - June, 2016](#)

Attachment: [Deletion Report-June, 2016.pdf](#)  
Attachment: [Deletion Report \(Attachment\)  
-June,16.pdf](#)

18. [C-18 Write-Off of "Missing" Property Items for FY 2015-16](#)

Attachment: [Missing Property Items FY 2015-16.pdf](#)  
Attachment: [Missing Property Items FY 2015-16 \(Attachments\).pdf](#)

19. [C-19 Warrants and Vouchers for May 2016](#)

Attachment: [WARRANTS AND VOUCHERS MAY 2016.pdf](#)

20. [C-20 Bid to Be Awarded June 2016](#)

21. [C-21 Write-Off Uncollectible Checks at Schools](#)

22. [C-22 Petty Cash and Change Fund checks for Cafeteria Managers, Food & Nutrition Services Coordinators and Food & Nutrition Services Director for the 2016/2017 School Year](#)

Attachment: [Petty Cash-Change Funds for 2016-2017 School Year 3.pdf](#)

23. [C-23 Budget Amendments for the Month of May 2016](#)

Attachment: [May 2016 Board Impact Stmt.pdf](#)  
Attachment: [May 2016 Board BA.pdf](#)

24. [C-24 Monthly Financial Report for May, 2016](#)

Attachment: [May Financial Report.pdf](#)  
Attachment: [PAGE 1 MONTHLY FINANCIAL-May -Sum Cash.pdf](#)

### **Support Services**

25. [C-25 Pre-Qualification of Contractors](#)

Attachment: [Contractor List 6,16,16.pdf](#)

26. [C-26 Deductive Change Order #1 \(Direct Purchasing\) for OakLeaf Junior High School Locker Room Renovation](#)

Attachment: [Co 1, OLJ Locker Rm Reno.pdf](#)

27. [C-27 Deductive Change Order #1 \(Direct Purchasing\) for Window Replacement/Insulation Upgrade - Administration](#)

Attachment: [CO 1, Window Replacement Admin.pdf](#)

28. [C-28 Deductive Change Order #1 \(Direct Purchasing\) for Keystone Heights Elementary School Window Replacement Buildings 3-8](#)

Attachment: [KHE Window Replacement Bldgs 3-8 CO 1.pdf](#)

29. [C-29 Deductive Change Order #1 \(Direct Purchasing\) for Middleburg High School Flooring Replacement \(Phase II\)](#)

Attachment: [MBHS Flooring Replacement CO 1.pdf](#)

[30. C-30 County-Wide Architect Contract Award](#)

[31. C-31 County-Wide Mechanical/Electrical Engineering Services Contract Award](#)

[32. C-32 County-Wide Civil Engineering Services Contract Award](#)

[33. C-33 Deductive Change Order #1 \(Direct Purchasing\) for Ridgeview High School Roof Replacement & Gutter Repair Building 6](#)

Attachment: [RVHS Roof Replacement & Gutter Repair Bldg 6 CO 1.pdf](#)

[34. C-34 Florida Department of Transportation Perpetual Easement and Temporary Construction Easement at Orange Park High School](#)

Attachment: [Perpetual Easement OPH.pdf](#)

Attachment: [Perpetual Easement OPH Purchase Agreement.pdf](#)

Attachment: [Temporary Easement OPH.pdf](#)

Attachment: [Temporary Easement OPH Purchase Agreement.pdf](#)

**Adoption of Consent Agenda**

[35. Adoption of Consent Agenda](#)

**Minutes:** Prior to adoption of the Consent agenda, Mrs. Condon made positive comments about Item C-8, changes to the Student Progression Plan.

**Motions:**

Motion to approve the Consent Agenda with the exception of C-3 that was moved to Discussion. - PASS

**Vote Results**

Motion: Elizabeth Condon

Second: Ashley Gilhousen

Elizabeth Condon - Aye

Ashley Gilhousen - Aye

Janice Kerekes - Aye

Johnna McKinnon - Aye

Carol Studdard - Aye

**Recognitions and Awards**

[36. Recognize Wes Whiddon Scholarship Recipients](#)

**Minutes:** Principal Angela Whiddon spoke about the scholarship and her son, Wes, whose memory the scholarship honors. The recipients of the 2016 Wes Whiddon scholarship were: Madison Brady (OHS), Austin Cummins (FIH), Ka'Lissya Garner (CHS), Wyatt Harvin (KHS), Jazmin Houston (FIH), Daniel Justino (MHS), Christopher Villalva (RHS)

37. Recognize Students receiving Perfect Attendance Awards

**Minutes:** Superintendent Van Zant recognized the following students receiving perfect attendance awards: K-8 - Vernon Mummaw (WHS) (not present); K-12 - Erika Hinds (OHS) and Amber O'Hara (OHS).

38. Orange Park Rotary Citizen of the Year

**Minutes:** Mrs. Kerekes announced that Mrs. Studdard was selected by the Orange Park Rotary as their Citizen of the Year.

**Presenters**

39. AMI Program Update

Attachment: [2016 June 16 AMI Presentation .pdf](#)

**Minutes:** Dr. Saryn Hatcher spoke briefly about both the AMI and PACE Programs. He introduced Maria Przybulski and LaTeesa Allen from AMI who gave an update on the program. AMI serves male students who are referred by the school district, DJJ or parents as a result of pre-delinquent behavior. AMI currently has 31 boys enrolled in the program.

40. PACE Program Update

Attachment: [2016 June 16 PACE Return on Investment.pdf](#)  
Attachment: [2016 June 16 PACE Presentation.pdf](#)

**Minutes:** Destiny Shadrick from the PACE Center for Girls gave an update on the program that serves girls, ages 12-18, through mentoring and with credit recovery to get their lives back on track. They receive support from Clay Behavioral as well as community support. There are currently 50 girls enrolled in the program.

41. American Heart Association - Mark Owens

**Minutes:** Mr. Owens, Youth Market Director with the American Heart Association, gave a short presentation on the organization and its purpose. He recognized Oakleaf Village Elementary as the top donation-raising school for 2015-2016, raising \$25,253.15 for the American Heart Association.

**Scheduled Citizen Requests** (None)  
**Discussion Agenda**

**Superintendent**

42. D-1 Superintendent's Update

Attachment: [2016 June 16 FSA and EOC Pres.pdf](#)

**Minutes:** At the Superintendent's request, Jeff Umbaugh, Assistant Superintendent for Instruction, shared information on 2016 state assessments. He highlighted Clay's 2016 state test averages, ranking in the top ten in the state in Civics, 3rd Gr. Reading/Writing, 6th Gr. Reading/Writing, 6th Math, and 8th Gr. Science.

## Deputy Superintendent

### 43. C-3 Daily Hours for Teachers and Students 2016-2017 (Pulled by Mrs. Kerekes)

Attachment: [Daily Hours 2016-2017.pdf](#)

**Minutes:** Public Comment - Renna Lee Paiva. Mrs. Kerekes pulled the item for discussion. Two elementary principals, Mrs. Heather Teto (Wilkinson Elementary) and Mrs. Tiffany Outmay (S. Bryan Jennings Elementary) both explained their rationale for requesting changes to their school hours. Both principals expressed concern for providing collaborative planning time and professional development for teachers in the most supportive and convenient way while minimizing disruption to parents and students.

#### **Motions:**

Motion to approve - PASS

#### **Vote Results**

Motion: Janice Kerekes

Second: Elizabeth Condon

Elizabeth Condon - Aye

Ashley Gilhousen - Aye

Janice Kerekes - Aye

Johnna McKinnon - Aye

Carol Studdard - Aye

## Human Resources

### 44. D-2 Public Hearing to approve as advertised amendments to School Board Policy 6GX-10-2.35, Anti-Fraud

Attachment: [ANTI FRAUD DOCUMENT.pdf](#)

**Minutes:** Chairman McKinnon opened the public hearing. With no one present to speak to the item, the public hearing was closed.

#### **Motions:**

- PASS

Motion to approve the amendments as advertised

**Vote Results**

Motion: Carol Studdard

Second: Elizabeth Condon

Elizabeth Condon - Aye

Ashley Gilhousen - Aye

Janice Kerekes - Aye

Johnna McKinnon - Aye

Carol Studdard - Aye

45. D-3 Human Resources - Special Actions

**Minutes:** There were none.

**Business Affairs**

46. D-4 Approve the 2016-2017 Policies for Property, Casualty and Liability Insurance

Attachment: [Clay County School District Executive Summary 2016 \(1\).pdf](#)

**Minutes:** Assistant Superintendent Dr. Susan Legutko introduced Mr. Craig Fainstein, Area Vice President with Arthur J. Gallagher & Co. Mr. Fainstein reported on this year's renewal, including an additional \$2.5 million in coverage while saving the district more than \$160,000.

**Motions:**

Motion to approve - PASS

**Vote Results**

Motion: Janice Kerekes

Second: Elizabeth Condon

Elizabeth Condon - Aye

Ashley Gilhousen - Aye

Janice Kerekes - Aye

Johnna McKinnon - Aye

Carol Studdard - Aye

**Presentations from the Audience**

47. Public Comments

**Minutes:** Caro Barkowitz, Daniel Barkowitz, Rachel Barkowitz, Miguel Ojeda-all spoke on the Federal transgender directive; Julie Robson-Transportation issue; Mary Blazek-Experience credit for school nurses; Keith Nichols-Transportation issues; Susan Callahan-Documentary information for vaccination exemptions.

**Superintendent's Requests**

48. Comments

**Minutes:** Superintendent Van Zant responded to comments on the transgender directive. While the school district will not comply with everything addressed in the directive, Mr. Van Zant assured parents that we will continue to protect every child and will follow School Board policies and Code of Student Conduct guidelines.

**School Board's Requests**

49. Comments

**Minutes:** Board members made positive comments about the high school graduations they attended and various other functions. In closing, Chairman McKinnon reminded board members of upcoming meetings including a workshop on the electronic agenda.

**Attorney's Requests** (None)  
**Adjournment** (9:20 p.m.)

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**Superintendent**

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**Chairman**