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

**Teacher Inservice Center - Fleming Island High School  
2233 Village Square Parkway**

**Hearings for Special Actions regarding Students - 4:00 p.m.  
Regular Meeting - 7:00 p.m.**

**June 18, 2015 - Regular Meeting**

**Invocation** (Dan Sikes)

**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.

2. [Chairman's Statement](#)

**Minutes:**

Mrs. McKinnon read a statement of clarification regarding the June 8 Special Meeting when two board members walked out claiming the meeting was illegal because it had not been properly advertised. Mrs. McKinnon stated for the record that the meeting was properly advertised and that both current attorney Dan Sikes and previous attorney Bruce Bickner both had similar opinions about the advertising requirements.

**Consent Agenda**

**Superintendent**

3. [C-1 Minutes of Student Hearings and Regular Meeting on May 21, 2015](#)

Attachment: [06-18-15 Minutes-Reg Mtg 5-21-15.pdf](#)

Attachment: 06-18-15 Disciplinary Minutes-2015 May 21.pdf (Confidential Item)

**Deputy Superintendent**

4. [C-2 Proposed Allocation Changes for 2014-2015](#)

Attachment: [2014-2015 Allocation Changes.pdf](#)

5. [C-3 Proposed Allocation Changes for 2015-2016](#)

Attachment: [Allocations 2015-2016 Changes.pdf](#)

6. [C-3A Agreement between the School Board of Clay County and DES of Florida, LLC](#)

Attachment: [6-18-15 DES LPO Clay 2015 Programmer.analyst.pdf](#)

**Instruction**

7. [C-6 AirWatch Professional Development Agreement with MobileMind Technologies, LLC](#)

Attachment: [AirWatch Prof. Development Agreement.pdf](#)

8. [C-7 Request Permission for CEB Track Team to travel overnight to compete in the AAU Jr. Olympics Regional Qualifier Track Meet](#)

Attachment: [CEB Tallahassee AAU Field Trip.pdf](#)

9. [C-8 Agreement between the School Board of Clay County, Florida, through Middleburg High School and VyStar Credit Union](#)

Attachment: [VyStar-MHS Agreement.pdf](#)

10. [C-9 Student Travel - FIH Spanish and Debate Teams](#)

Attachment: [June 2015 - Student Travel.pdf](#)

11. [C-10 Request Approval of Contract Addendum to the FOCUS Learning Management System](#)

Attachment: [FOCUS LMS Activation.pdf](#)

12. [C-11 Lutheran Services Contract Amendment](#)

Attachment: [Lutheran Services Contract Amendment.pdf](#)

13. [C-12 Interagency Agreement for cost sharing expenses between Clay Behavioral Health Center and the School Board of Clay County.](#)

Attachment: [CBHC Cost Sharing.pdf](#)

14. [C-13 Interagency Integrated Services Agreement between the School Board of Clay County and Clay Behavioral Health Center.](#)

Attachment: [4.51 Human Groth Hormone.pdf](#)

Attachment: [CBHC IA INTEGRATED SERVICES 2015-16.pdf](#)

15. [C-14 Interagency Integrated Services agreement between School Board of Clay County and Youth Crisis Center, Inc. Jacksonville](#)

Attachment: [YCC Agreement.pdf](#)

16. [C-15 Interagency Agreement between YMCA, Take Stock in Children and the School Board of Clay County](#)

Attachment: [YMCA 2015-2016.pdf](#)

17. [C-16 Memorandum of Agreement between the Florida Department of Health, Baker County Health Department and the School Board of Clay County](#)

Attachment: [2015 - 2018 Dental Clinic MOA.pdf](#)

18. [C-17 Interagency Integrated Services agreement between School Board of Clay County and Right Path Behavioral Health Services, LLC](#)

Attachment: [Right Path.pdf](#)

19. [C-18 Memorandum of Understanding between the School Board of Clay County and the Department of Health](#)

Attachment: [CCHD MOA 2015-16 flu mist.pdf](#)

20. [C-19 School Health Services Agreement between the State of Florida, Department of Health, and Clay County Health Department](#)

Attachment: [CCHD MOA 2015-16.pdf](#)

### **Business Affairs**

21. [C-20 Budget Amendments for the Month of May, 2015](#)

Attachment: [budget cover sheet\(impact stmt\).pdf](#)

Attachment: [Budget Amendments.pdf](#)

22. [C-21 Approval of Petty Cash and Change Fund checks for Cafeteria Managers, Food & Nutrition Services Coordinators and Food and Nutrition Services Director for the 2015/2016 School Year](#)

Attachment: [Petty Cash-Change Funds for 2015-2016 School Year.pdf](#)

23. [C-22 Monthly Property Report - May, 2015 - Furniture/Equipment](#)

Attachment: [Furniture-Equipment Report-May, 15.pdf](#)

24. [C-23 Monthly Property Report - May, 2015 - AV Materials](#)

Attachment: [Audiovisual Report-May, 15.pdf](#)

25. [C-24 Monthly Property Report - May, 2015 - Software](#)

Attachment: [Software Report-May, 15.pdf](#)

26. [C-25 Monthly Property Report - May, 2015 - Vehicles](#)

Attachment: [Vehicles Report-May, 15.pdf](#)

27. [C-26 Deletion of Certain Items Report - June, 2015](#)

Attachment: [Deletion Report-June, 15.pdf](#)

28. [C-27 Approve Write-Off of "Missing" Property Items for FY 2014-15](#)

Attachment: [Missing Property Items FY 2014-15.pdf](#)

Attachment: [Missing Property Items FY 2014-15 \(Attachment\).pdf](#)

29. [C-28 Warrants and Vouchers for May 2015](#)

Attachment: [WARRANTS AND VOUCHERS MAY 2015.pdf](#)

30. [C-29 Bid to Be Awarded June 2015](#)

31. [C-30 Bid Renewals June 2015](#)

32. [C-31 Virtual Instruction Providers and Contractors](#)

33. [C-32 Monthly Financial Report for May, 2015](#)

Attachment: [PAGE 1 MONTHLY FINANCIAL-Sum Cash MAY 2015.pdf](#)

Attachment: [PAGE 2 MONTHLY FINANCIAL GREV MAY2015.pdf](#)

Attachment: [PAGE 3 MONTHLY FIN GREXP MAY,2015.pdf](#)

Attachment: [PAGE 4 MONTHLY FINANCIAL DSREVEXP MAY,2015.pdf](#)

Attachment: [PAGE 5 Capital Projects 2015.pdf](#)

Attachment: [PAGE 6 Capital Projects By Project MAY,2015.pdf](#)

Attachment: [PAGE 7 MONTHLY FIN FOOD](#)

[SERVICE MAY, 2015.pdf](#)

Attachment: [PAGE 8 MONTHLY FIN SPREV42X MAY, 2015.pdf](#)

Attachment: [PAGE 9 MONTHLY FIN ARRA-SPREV43X MAY 2015.pdf](#)

Attachment: [PAGE 10 MONTHLY FINANCIAL INSURANCE MAY, 2015.pdf](#)

34. [C-33 Write-off uncollectible checks at schools](#)

**Support Services**

35. [C-34 Deductive Change Order #1 \(Direct Purchasing\) for Middleburg High School Flooring Replacement](#)

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

36. [C-36 Pre-Qualification of Contractors](#)

Attachment: [Contractor List 6,18,15.pdf](#)

37. [C-37 Deductive Change Order #1 \(Direct Purchasing\) for Keystone Heights High School HVAC Replacement Building 1](#)

Attachment: [CO 1 KHH HVAC Replace.pdf](#)

38. [C-38 Deductive Change Order #1 \(Direct Purchasing\) for S. Bryan Jennings Elementary School HVAC Replacement Buildings 1, 2 & 3](#)

Attachment: [CO 1 SBJ HVAC Replace.pdf](#)

39. [C-39 Deductive Change Order #2 \(Direct Purchasing\) for Orange Park High School Smoke Corridor Building 1, Phase I](#)

Attachment: [CO 2 OPH Smoke Corridor.pdf](#)

40. [C-40 Deductive Change Order #2 \(Direct Purchasing\) for Orange Park High School Roof Replacement Buildings 19, 20, 21, 22 & 27](#)

Attachment: [CO 2 OPH Roof Replace.pdf](#)

41. [C-41 Additive Change Order #3 for Orange Park High School Roof Replacement Buildings 19, 20, 21, 22 & 27](#)

Attachment: [CO 3 OPH Roof Replace.pdf](#)

42. [C-42 Appraisal, Survey and Offer for a portion of Montclair Elementary School Property](#)

Attachment: [Appraisal, MCE Property.pdf](#)

Attachment: [Survey, MCE Property.pdf](#)

Attachment: [Offer, MCE Property.pdf](#)

Attachment: [Closing Costs, MCE.pdf](#)

[43. C-43 Conveyance by Sale of a Portion of Montclair Elementary School](#)

Attachment: [Resolution MCE land sale.pdf](#)

Attachment: [Contract MCE.pdf](#)

**Adoption of Consent Agenda**

44. [Adoption of Consent Agenda](#)

**Minutes:** Consent Items C-4, C-5 and C-35 were moved to Discussion.

**Motions:**

Approve the Consent agenda with the exception of Items C-4, C-5, and C-35 that were 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

**Motion Minutes:**

Speakers from the Audience:

- Tracy Butler spoke about Item C-3A
- Fred Gottshalk spoke about Item C-13
- Gwen Shangle spoke about Item C-20
- Fred Gottshalk spoke about Item C-33

**Recognitions and Awards**

45. [Perfect Attendance Awards - Superintendent Van Zant](#)

**Minutes:** Superintendent Van Zant presented a certificate to Allison Hope Fulford, a recent graduate of Middleburg High School, recognizing her perfect attendance Grades K-12.

46. [Special Recognition - Retiring Assistant Superintendent for Human Resources Toni McCabe](#)

**Minutes:**

Mrs. McCabe will retire on June 30, 2015. With this being her last school board meeting, Superintendent Van Zant and Attorney Dan Sikes, presented her with a special flag that was flown over Bagram Airfield, Afghanistan during Operation Enduring Freedom.

Mrs. McCabe retires with a total of 30 years of dedicated service in public education, all of it with the School Board of Clay County.

**Presenters**

47. [Garber Ford Check Presentation](#)

**Minutes:** This presentation was postponed.

**Scheduled Citizen Requests**

48. [Ilah Breen - Summer School 2016-2017](#)

**Minutes:**

Mrs. Breen spoke about new ideas for summer school, including a later start date.

**Discussion Agenda**

**Superintendent**

49. [D-1 Superintendent's Update](#)

**Minutes:** Superintendent Van Zant talked about the exciting things going on this summer in our schools such as summer camps and robotics clubs. Clay County is leading robotics in our region. On Monday, June 22nd he will participate in the northeast Florida STEM<sup>2</sup> Hub Meeting. Last Friday, the Department of Education released some of our state scores. Clay County showed improvements in 3rd grade reading scores.

**School Board Members**

50. [D-2 Discuss and approve option for legal services](#)

Attachment: [Legal Analysis-Sikes 06-18-15.pdf](#)

**Minutes:**

Main motion by Mrs. Condon, seconded by Mrs. Gilhousen, to move the item to the Board floor for discussion.

Board discussion followed with Board members giving their input and views. No consensus was reached and it was suggested that the Board hold a workshop for further discussion to coincide with one of the July budget meetings.

**Motions:**

Table Item - PASS

**Vote Results**

Motion: Ashley Gilhousen  
Second: Elizabeth Condon  
Elizabeth Condon - Aye  
Ashley Gilhousen - Aye  
Janice Kerekes - Aye  
Johnna McKinnon - Aye  
Carol Studdard - Aye

51. [D-3 Authorize advertisement of legal services](#)

**Minutes:** No action was taken due to the previous item being Tabled.

52. [D-4 Authorization to continue current legal services until the Board takes further action](#)

Attachment: [SIKES - Letter of Engagement 07-01-2015.pdf](#)

**Motions:**

Motion to approve - PASS

**Vote Results**

Motion: Elizabeth Condon  
Second: Ashley Gilhousen  
Elizabeth Condon - Aye



- Ashley Gilhousen - Aye
- Janice Kerekes - Nay
- Johnna McKinnon - Aye
- Carol Studdard - Nay

**Human Resources**

53. C-4 Human Resources Personnel Consent Agenda (Pulled by Mrs. Kerekes)

Attachment: [Personnel Consent Agenda 6-18-15.pdf](#)

**Minutes:** Mrs. Kerekes pulled this item to express dismay with how the allocations were brought and approved at the Special Meeting on June 8th.

**Motions:**

Motion to approve - PASS

**Vote Results**

- Motion: Elizabeth Condon
- Second: Ashley Gilhousen
- Elizabeth Condon - Aye
- Ashley Gilhousen - Aye
- Janice Kerekes - Nay
- Johnna McKinnon - Aye
- Carol Studdard - Nay

54. C-5 2015-2016 Administrative Salary Schedule Tables (Pulled by Mrs. Studdard)

Attachment: [2015-2016 Admin Salary Table 1 Revisions 6 18 2015.pdf](#)

**Minutes:** Mrs. Studdard requested a salary study be conducted of the Administrative Salary Schedule. Human Resources will look into this and bring information back for the Board's consideration, including associated costs.

**Motions:**

Motion to approve - PASS

**Vote Results**

Motion: Ashley Gilhousen

Second: Elizabeth Condon  
Elizabeth Condon - Aye  
Ashley Gilhousen - Aye  
Janice Kerekes - Nay  
Johnna McKinnon - Aye  
Carol Studdard - Aye

55. D-5 Human Resources - Special Action A

Attachment: HR Special Action A 6 18  
2015.pdf (Confidential Item)

**Motions:**

Motion to approve - PASS

**Vote Results**

Motion: Carol Studdard  
Second: Elizabeth Condon  
Elizabeth Condon - Aye  
Ashley Gilhousen - Aye  
Janice Kerekes - Aye  
Johnna McKinnon - Aye  
Carol Studdard - Aye

**Business Affairs**

56. D-6 Public Hearing to approve School Board Policy  
5.02G, Business Affairs, Electronic Funds Transfers Policy

Attachment: 5-21-15 Policy 5.02G Electronic  
Funds Transfers Policy.pdf

**Minutes:** Chairman McKinnon opened the  
Public Hearing. No one came forward to  
speak to the item and so the Public Hearing  
was closed.

**Motions:**

Approve - PASS

**Vote Results**

Motion: Elizabeth Condon  
Second: Ashley Gilhousen  
Elizabeth Condon - Aye

Ashley Gilhousen - Aye  
Janice Kerekes - Aye  
Johnna McKinnon - Aye  
Carol Studdard - Aye

### Support Services

#### 57. C-35 Synovia Solutions for GPS-Enabled Payroll and Fleet Management Software Contract (Pulled by Mrs. Kerekes)

Attachment: [Synovia Solutions Contract 6.18.15.pdf](#)

#### **Minutes:**

The following Speakers from the Audience spoke in opposition of this item:

- Keith Nichols
- Rebecca Smith
- Kim Stacy
- Lawanna Weidenaar
- Tracy Butler

Following Board discussion, the Chairman called for a motion on the item. No motion was forthcoming so the item died and no action was taken.

### Presentations from the Audience

#### 58. [Speakers](#)

**Minutes:** Keith Nichols - presented information he believes should be added to the district's website.

### Superintendent's Requests

#### 59. [Comments](#)

#### **Minutes:**

Superintendent Van Zant announced previously scheduled board meeting dates for the month of July:

- July 16 Regular Meeting, 7:00 p.m.
- July 21 Special Meeting, 5:00 p.m.
- July 28 Special Meeting, 6:00 p.m.

The July 21 and July 28 meetings are part of the budget process and required by TRIM guidelines. There was

discussion about the requests for Board workshops. A budget workshop will be added prior to the July 21st meeting, and a workshop for continued discussion on legal services will be added prior to the July 28th meeting. Both workshops will begin at 5:00 p.m., and then the Board will move into the special meetings.

**School Board's Requests**

60. Comments

**Minutes:**

Board members made comments about various topics.

Mr. Waremburg was asked to bring a cost estimate for air conditioning on school buses.

Board members were reminded to cast their vote for the election of Alternate to serve on the FSBA Board of Directors.

**Attorney's Requests**

61. Comments

**Minutes:** Mr. Sikes made clarifying comments regarding the legal opinions for board meeting advertisements.

**Adjournment** (9:15 p.m.)

62. Closed Executive Session

**Minutes:** The Closed Executive Session was not held.

\_\_\_\_\_  
**Superintendent**

\_\_\_\_\_  
**Chairman**

**CLOSED Executive Session pertaining to collective bargaining issues will follow immediately after adjournment of the Regular meeting.**