



**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 20, 2013 - Regular Meeting

Invocation (Tina Bullock)

Pledge of Allegiance

Call to Order

1. Attendance

Consent Agenda

Superintendent

2. C-1 Minutes of Special Meeting on May 6, 2013, and Student Disciplinary Hearings and Regular Meeting on May 16, 2013

Attachment: 6-20-13 May 6 Minutes.pdf

Attachment: 6-20-13 May 16 Minutes.pdf

Attachment: Disciplinary Minutes-2013 May 16.pdf (Confidential Item)

Deputy Superintendent

3. C-2 Proposed Allocation Changes for 2012-2013

Attachment: Allocation Summary -June 20, 2013 Part II .pdf

4. C-4 Daily Hours for Teachers and Students for 2013-2014

Attachment: School - Daily Hours 2013-2014.pdf

Human Resources

5. C-6 Renewal of 2013-2014 List of Medical Facilities authorized to conduct drug tests required for certain groups of employees

Attachment: List of Facilities 2013-2014.pdf

6. C-7 2013-2014 Administrative Salary Schedule Tables

Attachment: Revision - Admin Table I 06-20-13.pdf

Instruction

7. C-8 Student Travel

Attachment: June 2013 - Student Travel.pdf

8. C-9 First Amendment to School Affiliation Agreement between CCSB and Orange Park Medical Center

Attachment: First Amendment.pdf

9. C-10 Art Enrichment Program Contract for 2013-2014

Attachment: Art Enrichment Contract 2013-2014.docx

10. C-11 Amendment to the Letter of Agreement between the School Board of Clay County and Health-Tech Consultants, Inc.

Attachment: Health Tech Amendment.pdf

11. ~~C-12 Interagency Integrated Services Agreement between the School Board of Clay County and Clay Behavioral Health Center~~

Attachment: ~~CGBH IA INTEGRATED SERVICES.pdf~~

12. C-13 SEDNET Grant for IDEA 2013-14.

Attachment: SEDNET GRANT for IDEA letter.pdf

13. C-14 Contract between the School Board of Clay County and School Psychologist Intern Lotoya Odom

Attachment: Psychologist Intern Odom.pdf

14. C-15 SEDNET LSF contract 2013-14.

Attachment: SEDNET LSF LETTER.pdf

15. C-16 National Deaf Academy Agreement 2013-14.

Attachment: National Deaf Academy Agmt 13 14 no name.pdf

16. C-17 Episcopal Children's Services Head Start/Early Head Start 2013-14.

Attachment: Episcopal Children's Head Start

Early Head Start Clay 13 14.pdf

17. C-18 Contract between the School Board of Clay County and Melissa Whitaker, Student Services Aide with Project R.E.A.C.H., pending approval of the Education for Homeless Children and Youth Program Grant

Attachment: Whitaker, M - july 13.pdf

18. C-19 Interagency Integrated Services Agreement between the School Board of Clay County and the Youth Crisis Center

Attachment: YCC Agreement.pdf

19. C-20 Memorandum of Agreement between the School Board of Clay County and the Clay County Health Department

Attachment: CCHD MOA.pdf

20. C-21 Career Pathways Dual Enrollment Agreement between FSCJ and CCSD

Attachment: FSCJarticulation.pdf

Business Affairs

21. C-22 YMCA Contract for After School Enrichment Program from July 1, 2013 through June 30, 2018

Attachment: YMCA License Agreement for Use of School Property.pdf

22. C-23 Approval of Petty Cash and Change Fund Checks for Cafeteria Managers, Food & Nutrition Service Coordinators and Food & Nutrition Services Director for the 2013-2014 School Year.

Attachment: School Petty Cash Funds 2013-2014.docx

23. C-24 Write off Non-Sufficient Checks at Schools

24. C-25 Permission to Write Off NSF Checks at Various Schools for Food & Nutrition Services from the 2011-2012 School Year Totaling \$617.07.

Attachment: NSF Check Write Off Food Service.docx

25. C-26 Warrants and Vouchers for May, 2013

Attachment: Warrants & Vouchers May, 2013.pdf

26. C-27 Monthly Property Report - May, 2013 - Furniture/Equipment

Attachment: [Furniture-Equipment Report-May, 13.pdf](#)

27. [C-28 Monthly Property Report - May, 2013 - AV Materials](#)

Attachment: [Audiovisual Report-May, 13.pdf](#)

28. [C-29 Monthly Property Report - May, 2013 - Software](#)

Attachment: [Software Report-May, 13.pdf](#)

29. [C-30 Monthly Property Report - May, 2013 - Vehicles](#)

Attachment: [Vehicles Report-May, 13.pdf](#)

30. [C-31 Deletion of Certain Items Report - June, 2013](#)

Attachment: [Deletion Report-June, 13.pdf](#)

31. [C-32 Approve Write-Off of "Missing" Property Items for FY 2012-13](#)

Attachment: [Missing Property Report-FY 2012-13.pdf](#)

Attachment: [Missing Property Report-\(Attachments\), FY 2012-13.pdf](#)

32. [C-33 Budget Amendments for the Month of May, 2013](#)

Attachment: [impact stmt May 2013.pdf](#)

Attachment: [Budget Amendments May 2013.pdf](#)

33. [C-34 Bid to Be Awarded June 2013](#)

Attachment: [13-BA-115 Warehouse Bid Tab Sheet POSTED COPY.pdf](#)

34. [C-35 Petty Cash Funds for 2013-14 Fiscal Year](#)

Support Services

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

Attachment: [Contractor List 6,20,13.pdf](#)

36. [C-37 Final Completion of Green Cove Springs Junior High School Fire Alarm Replacement](#)

Attachment: [GCSJH Fire Alarm Replacement Final Completion.pdf](#)

37. [C-38 Substantial and Final Completion of Orange Park High School Lighting Replacement Parking Lot](#)

Attachment: OPHS Lighting Replacement
Parking Lot Sub & Final Completion.pdf

38. C-39 Deductive Change Order #1 (Direct Purchasing)
for Orange Park High School Lighting Replacement Parking
Lot

Attachment: OPHS Lighting Replacement
Parking Lot CO 1.pdf

39. C-40 Deductive Change Order #3 (Direct Purchasing)
for Keystone Heights High School Renovation Building 1

Attachment: KHHS Renovation Bldg 1 CO 3.pdf

40. C-41 Deductive Change Order #2 (Direct Purchasing)
for W.E. Cherry Elementary School Panelboard/Switchgear
Replacement

Attachment: WE Cherry Panelboard.Switchgear
Replacement CO 2.pdf

41. C-42 Deductive Change Order #1 (Direct Purchasing)
for Clay High School Roof Replacement Building 8

Attachment: CHS Roof Replacement Bldg 8 CO
1.pdf

42. C-43 Deductive Change Order #1 (Direct Purchasing)
for Orange Park Elementary School Panelboard
Replacement

Attachment: OPE Panelboard Replacement CO
1.pdf

43. C-44 Deductive Change Order #1 (Direct Purchasing)
for Orange Park High School Chiller Replacement, Building
12

Attachment: CO 1, OPH Chiller Replace.pdf

44. C-45 Deductive Change Order #1 (Direct Purchasing)
for Green Cove Springs Junior High Roof Replacement,
Buildings 1 and 3

Attachment: CO 1, GCJ Roof Replacement.pdf

45. C-46 Deductive Change Order #1 (Direct Purchasing)
for Ridgeview High School Fire Alarm Replacement

Attachment: CO 1, RHS Fire Alarm.pdf

46. C-47 Deductive Change Order #1 (Direct Purchasing)
for Lake Asbury Elementary School HVAC Replacement,
Buildings 1, 2 and 3

Attachment: CO 1, LAE HVAC Replacement.pdf

Adoption of Consent Agenda

47. Adoption of Consent Agenda

Motions:

Approve the Consent Agenda. - PASS

Vote Results

Motion: Lisa Graham

Second: Janice Kerekes

Tina Bullock	- Aye
Lisa Graham	- Aye
Janice Kerekes	- Aye
Johnna McKinnon	- Aye
Carol Studdard	- Aye

Recognitions and Awards

48. Recognize Students with Perfect Attendance - Superintendent Van Zant

Minutes:

Superintendent Van Zant recognized the following students for perfect attendance:

Sheila Alfredia Hodges (K-5) - Argyle Elementary School; ***Maegan Rae Gibson (K-6)*** - Shadowlawn Elementary School; ***Hunter James Noriega (K-6)*** - Swimming Pen Creek Elementary School; ***Tamia Sequya Lavant (K-6)*** - W. E. Cherry Elementary School; ***Mason Isaiah George (K-6)*** - W. E. Cherry Elementary School; ***Esmeralda Maria Cortorreal (K-8)*** - Oakleaf Junior High School; ***Thomas Rex Walker (K-8)*** - Green Cove Springs Junior High School; ***Rebecca Victoria Walker (K-12)*** - Clay High School; ***Austin Taylor Waldron (K-12)*** - Middleburg High School; ***Aswan Martin Hinds (K-12)*** - Oakleaf High School; ***Emily Elizabeth Buzby (K-12)*** - Orange Park High School; ***Blake Matthew Williams (K-12)*** - Orange Park High School; ***Blake Matthew Williams (K-12)*** - Orange Park High School

49. Recognize Brandon Ludwig, Keystone Heights Jr./Sr. High School as Clay County's 2013 Spelling Bee Champion - Superintendent Van Zant

Minutes: Brandon Ludwig was presented with a certificate of recognition by Superintendent Van Zant for his accomplishment.

50. Awards by Beta Mu Chapter of the Delta Kappa Gamma Society - Terry Stanilonis

Minutes:

Terry Stanilonis, Supervisor of Instructional Personnel Services, and also Chapter President for Beta Mu, presented the following awards:

- Delta Kappa Gamma's Education Foundation Grant awarded for Professional Growth: Coleen Stoffa, Instructional employee (School Psychologist)
- Scholarship (\$1000) for high school senior seeking a degree in Education: Natalie Widergren, Student, Clay High School
- Monetary donation (\$250) for the purpose of enhancing school libraries: Michael Wingate, Principal of FLYCA

51. Recognize the 2013 State and International Science and Engineering Fair Participants

Minutes:

Kathy Schofield, the district's Science Fair Coordinator, recognized the following students who represented the School District of Clay County in the 2013 State Science and Engineering Fair:

Nabila Rahim – OHS (Also International Fair participant)
Kaetlynd Vance – OHS (Also International Fair participant)
Trystan Loustau – OJH
Simoli Patel – OHS
Erin Hooks – OHS
Lindsey Hooks – OHS
Haley Yacavone – OHS
Alexandra Richardson – FIHS
Cameron Richardson – FIHS
Bailey Milne Davies – MHS
Madelyn Greathouse – OJH
Brandon Ludwig – KHS
Aidan Amstutz – GCJ
Ben Hartley – OPJ
James Hilt – MHS (Also International Fair participant)
William Donaghy – OHS
Allison Radomski – CHS

52. Recognition of All-County Academic Team

Minutes:

Mike Wingate, Director of Secondary Education, along with the Academic Coaches, Susan McInarnay and Ken Remsen, recognized the school district's 2012-2013 All-County Academic Team:

Marc Cohen – RHS
Nicolas deLeon – FIH
Alexander Elliott – CHS
Angelo Piner – OPH
Grant Schwab – RHS
Charlene Xia - OPH

53. Recognize Maria Anleu Villatoro, Coppergate Elementary School

Minutes: Maria Anleu Villatoro was recognized by her 6th grade teacher at Coppergate Elementary School for Outstanding Achievement in Reading and Language Arts Acquisition. Maria came to the school with limited English language proficiency and has excelled to become the highest achiever in her 6th grade class.

Presenters

54. Pete Sutton - Clay County Fair Recap

Minutes: Pete Sutton thanked the School Board for its support and partnership with the Clay County Agricultural Fair. He reported on Fair attendance, FFA and Academy Exhibits, Fair Board scholarships, and other educational activities.

55. Ashley Escobar and John Wakefield - Take Stock in Children

Minutes: Ashley Escobar, Program Director for Take Stock in Children of Clay County, used a picture presentation to discuss and raise awareness about the Take Stock program which helps at-risk students in Clay County achieve their goal of post-secondary education. John Wakefield, Take Stock advocate, elaborated on the volunteer mentoring program. University of Florida student Tatila Brock, an alumni of the organization, was in attendance and spoke in support of the program.

56. ~~Lori Butler – Art Enrichment Program of Clay County~~

Scheduled Citizen Requests

57. Keith Nichols - Parity Doesn't Live Here Anymore

Minutes: Mr. Nichols used a powerpoint presentation and spoke about parity among school district employee groups in regard to salaries.

58. Marjorie Caouette - Two Important goals of the Clay County School Board

Minutes: Mrs. Caouette expressed her concerns over recent actions of the School Board and spoke about the characteristics of functional and dysfunctional Boards.

Discussion Agenda

Superintendent

59. D-1 National Defense Cadet Corps Program Review - Dr. Susan Sailor

Attachment: 6-20-13 NDCC PowerPoint for School Board.pdf

Attachment: 6-20-13 ROTC Salaries.pdf

Attachment: 6-20-13 ROTC Timeline.pdf

Minutes:

Speaker: Sandy Goldman spoke to the item and urged the Board to consider other alternative programs for Keystone Heights High School before voting on the NDCC program.

Mike Wingate, Director of Secondary Education, and Dr. Susan Sailor, Principal of Keystone Heights Jr./Sr. High School jointly presented the district's and the school's perspective for developing the National Defense Cadet Corps program at KHS. Lt. Colonel Steverson was present from Union County to answer questions and provide information. He stated the Army would be able to supply transfer of uniforms and equipment. The Board requested that Dr. Sailor get this verified in writing.

60. D-2 Career & Technical Education - The Path Forward - Chereese Stewart

Attachment: 6-20-13 CTE PPT.pdf

Minutes:

Chereese Stewart, Director of Career & Technical Education, reported on the importance and expansion of Academies in Clay County. The vision is to expand career and job skill opportunities at all high schools and ultimately all junior high schools. This will require the support of all stakeholders to develop a strategic plan to align local and state initiatives to provide every student the opportunity to participate in a small learning community in a field of their choosing.

61. D-3 Communications Audit Findings - David Voss

Attachment: 6-20-13 Communications Audit Results.pdf

Minutes:

David Voss reviewed the powerpoint report. The four critical issues were Crisis Communications, Social Media Policy/Guidelines & Training, Branding and Marketing of Career Academies, and Strategic Communications Plan.

Deputy Superintendent

62. C-3 Proposed Allocation Changes for 2013-2014 (Item pulled by Mrs. Kerekes)

Attachment: Allocation Summary -June 20, 2013 .pdf

Minutes: Mrs. Kerekes stated her purpose in pulling the allocation changes was to hear the National Defense Cadet Corps program review prior to the vote on the allocation.

Motions:

Approve staff allocation changes as submitted. - PASS

Vote Results

Motion: Janice Kerekes

Second: Lisa Graham

Tina Bullock - Aye

Lisa Graham - Aye

Janice Kerekes - Aye

Johnna McKinnon - Aye

Carol Studdard - Aye

Human Resources

63. C-5 Personnel Consent Agenda (Item pulled by Mrs. Bullock)

Attachment: 6-20-13 Personnel Consent Agenda.pdf

Attachment: 6-20-13 ADDENDUM to P.C.A..pdf

Minutes:

Mrs. Bullock pulled this item because of concerns over an erroneous posting, the result of a computer error. There was discussion

and differing opinions about whether or not the Public Relations job description should to be revised.

Motions:

Approve the Personnel Consent Agenda as presented. - PASS

Vote Results

Motion: Tina Bullock

Second: Johnna McKinnon

Tina Bullock - Aye

Lisa Graham - Aye

Janice Kerekes - Aye

Johnna McKinnon - Aye

Carol Studdard - Aye

64. D-4 Human Resources Special Actions

Minutes: There were none.

Business Affairs

65. D-5 Monthly Financial Report for May, 2013

Attachment: PAGE 1 MONTHLY FIN-Sum Cash-MAY, 2013.pdf

Attachment: PAGE 2 MONTHLY FIN-MAY,2013 GREV.pdf

Attachment: PAGE 3 MONTHLY FIN MAY, 2013-GREXP.pdf

Attachment: PAGE 4 MONTHLY FIN MAY,2013-DSREVEXP.pdf

Attachment: PAGE 5 MONTHLY FIN MAY,2013-CPF.pdf

Attachment: PAGE 6 Capital Projects By Project MAY,2013.pdf

Attachment: PAGE 7 MONTHLY FINANCIAL MAY ,2013-FOOD SERVICE.pdf

Attachment: PAGE 8 MONTHLY FIN MAY, 2013-SPREV.pdf

Attachment: PAGE 9 MONTHLY FIN MAY,2013-ARRA-SPREV43X.pdf

Attachment: PAGE 10 MONTHLY FIN MAY,2013-INSURANCE.pdf

Motions:

Approval of the monthly financial report for May, 2013, as presented. - PASS

Vote Results

Motion: Johnna McKinnon

Second: Tina Bullock

Tina Bullock - Aye

Lisa Graham - Aye

Janice Kerekes - Aye

Johnna McKinnon - Aye

Carol Studdard - Aye

Support Services

66. D-6 Pecan Street Paving Memorandum of Understanding

Attachment: City of Keystone MOU 6.20.13.pdf

Minutes: Jim Connell, Assistant Superintendent for Support Services, explained the school district will pay a proportionate share of the cost of this paving project as Pecan Street services School Board facilities as well as the residents of the City of Keystone Heights. Moreover, the School Board owns the parcels of land on both sides of Pecan Street. Terry Suggs was present at the meeting to represent the City of Keystone Heights. Gas tax funding will be used to pay for the project which should be completed by end of July.

Motions:

Approve the Pecan Street Paving Memorandum of Understanding - PASS

Vote Results

Motion: Lisa Graham

Second: Janice Kerekes

Tina Bullock - Aye

Lisa Graham - Aye

Janice Kerekes - Aye

Johnna McKinnon - Aye

Carol Studdard - Aye

67. D-7 Advertise amendment to CCSB Policy 6GX-10-6.01(L), Naming of School District Facilities and Dedicating Areas of School District Facilities or Grounds

Attachment: Naming of Facilities.pdf

Minutes:

Mr. Connell spoke briefly about the amendments and noted the following additional changes:

- Paragraph L.4.d., first sentence "The Superintendent/designee [insert: with the approval of the Board] may name significant building components, ..."
- Eliminate paragraph L.4.e.
- Eliminate paragraph L.7.

Motions:

Approve Advertisement of Amendment to CCSB Policy 6GX-10-6.01(L), Naming of School District Facilities and Dedicating Areas of School District Facilities or Grounds with the noted additional changes. - PASS

Vote Results

Motion: Janice Kerekes

Second: Johnna McKinnon

Tina Bullock - Aye

Lisa Graham - Aye

Janice Kerekes - Aye

Johnna McKinnon - Aye

Carol Studdard - Aye

Presentations from the Audience

68. Speakers

Minutes:

Paul Hollenbacher - spoke about his daughter who was hurt cheerleading.

Debbie Higginbotham - spoke about Common Core.

Superintendent's Requests

69. Comments

Minutes:

Superintendent Van Zant called attention to Clay County's designation as a Ford Next Generation Learning Community for its commitment to scale and sustain high school academies.

Mr. Van Zant also announced the following:

- He would like to begin meeting with civic and business organizations to talk about and garner support for the school district's expansion of academies.
- The Board of County Commissioners will discuss Educational Impact Fees at their meeting on July 23, 2013.
- He has a conference call with the Commission of Education and Linda Champion scheduled for Wednesday, June 26, 2013, to discuss how the district can retain its high performing status inspite of a non-academic budget shortfall.

School Board's Requests

70. Comments

Minutes:

Mrs. Bullock commended Mrs. Mahla for her service as Public Relations Coordinator and noted that she will be an asset to the Information Services Department.

Mrs. Kerekes commented that she loves attending school activities and being part of the events.

Mrs. Studdard said she had talked to Wayne Blanton about the Master Board training and that the school district would receive a \$2000 credit for attending on a future date. She also commented on a letter received from the Americans United for Separation of Church and State regarding prayer at school board meetings. Mr. Bickner will get input from Board Members before a response is sent.

Attorney's Requests (There were none.)

Adjournment (11:20 p.m.)

Superintendent

Chairman