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School District of Clay County e-agenda



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

**Teacher Inservice Center - Fleming Island High School  
2233 Village Square Parkway  
Hearing for Special Actions Regarding Students - 3:30 p.m.  
REGULAR MEETING - 7:00 p.m.**

**April 16, 2009 Regular Meeting**

**Invocation**

**Pledge of Allegiance**

**Call to Order (7:00 p.m.)**

1. Attendance

**Minutes:** Present: Carol Vallencourt, District 1; Carol Studdard, District 2; Charles Van Zant, Jr., District 3; Frank Farrell, District 4; and Lisa Graham, District 5. Superintendent Ben Wortham was also present.

**Consent Agenda**

**Superintendent**

2. C-1 Minutes of Regular Meeting & Disciplinary Hearings on 03-23-09

Attachment: CCSB Meeting Minutes - 03-23-09.pdf

Attachment: Disciplinary Hearings- Minutes 03-23-09.pdf (Confidential Item)

3. C-2 Advertise Amendments to CCSB Policy 6GX-10-4.04 Discipline

Attachment: CCSB - Amendment 4.04 Discipline.pdf

4. C-3 Advertise Amendments to CCSB Policy 6GX-10-5.02 General Policies

Attachment: CCSB - Amendment 5.02 General Policies.pdf

5. C-4 Settlement Agreement with Ricky Burgess and Alicia Burgess as his wife

## **Deputy Superintendent**

### 6. C-5 Proposed Staff Allocation Changes 2008-09 and 2009-10

Attachment: Allocation Summary - April 2009 Backup.pdf

Attachment: Academic Supplements - 2000-2010.pdf

## **Human Resources**

### 7. C-6 Personnel Consent Agenda

Attachment: Personnel Consent Agenda 4-16-09.pdf

### 8. C-7 Reappointments for the 2009-2010 School Year

Attachment: 2009-10 Reappointment Agenda - Section I - Instructional Personnel.pdf

Attachment: 2009-10 Reappointment Agenda - Section III - Support Personnel.pdf

Attachment: 2009-10 Instructional Job Assignments - Information Only.pdf

Attachment: 2009-10 Hold for Reappointment - Information Only.pdf

Attachment: 2009-10 Reappointment Agenda Section II - Administrative Managerial-Supervisory.pdf

Attachment: 2009-10 Reappointment Agenda - Table of Contents.pdf

## **Instruction**

### 9. C-8 Revisions to Procedures Manual for Instructional Technology Services

Attachment: TECH PROC MAN FOR APRIL BOARD APPROVAL.pdf

### 10. C-10 Student Travel

Attachment: BOARD BACKUP-APRIL 16, 2009.pdf

Attachment: BOARD BACKUP-APRIL 16, 2009-Add-on.pdf

### 11. C-11 Submit the American Recovery and Reinvestment Act of 2009 (ARRA) IDEA Recovery Fund for Services to Children and Youths with Disabilities and Part B and Part B Preschool Entitlement, First Award (April 2009).

### 12. C-12 Participate in submitting the multi-district Florida Diagnostic and Learning Resource System (FDLRS) GRANT with Duval County as the fiscal agent for year July 1, 2009 to August 31, 2010.

13. C-13 Addendum to the contractual agreement between the School District of Clay County and Clarke Auditory/Oral Center, (a Jacksonville private school) for the SUMMER PROGRAM, in school year 2008-2009.

Attachment: Clarke ADDENDUM for Summer Sch for 08 09.pdf

14. C-14 Interagency Agreement between School District of Clay County and Clarke Jacksonville Auditory/Oral Center to serve ESE 3-5 year old PreK students for school year 2009-2010.

Attachment: CLARKE SCHOOL 09 10.pdf

15. C-15 Continue Multi-District Agreement with Duval County to serve low incidence ESE students for school year 2009-2010.

16. C-16 Pay mileage at .55 cents/mile to have parents or group homes transport certain ESE students for student school year 2009-2010.

17. C-17 Continue training in the Safe Crisis Management Program for ESE employees for school year 2009-2010.

18. C-18 Bannerman Learning Center Placements in Lieu of Expulsion and ESE Alternative School Update

Attachment: BLC.pdf

19. C-19 Proclamation endorsing National School Nurse Day, May 6, 2009

Attachment: School Nurse Day.pdf

20. C-20 Extend Advertising of Amendments to the 2009-2010 Elementary & and Secondary Code of Student Conduct

Attachment: Elementary Code 2009-10.pdf

Attachment: Secondary Code 2009-10.pdf

21. C-21 Co-Enrollee list for March 2009

Attachment: March 2009 Co-Enrollee list.pdf (Confidential Item)

### **Business Affairs**

22. C-22 Bid Renewals April 2009

23. C-23 Bids to Be Awarded April 2009

24. C-24 Monthly Property Report - March, 2009 - Furniture/Equipment

Attachment: Furniture-Equipment Report-March, 09.pdf

25. C-25 Monthly Property Report - March, 2009 - AV Materials

Attachment: Audiovisual Report-March, 09.pdf

26. C-26 Monthly Property Report - March, 2009 - Software

Attachment: Software Report-March, 09.pdf

27. C-27 Monthly Property Report - March, 2009 - Vehicles

Attachment: Vehicles Report-March, 09.pdf

28. C-28 Deletion of Certain Items Report - April, 2009

Attachment: Deletion Report-April, 2009.pdf

Attachment: Deletion Report (Attachments)-April, 09.pdf

29. C-29 Warrants and Vouchers for MARCH, 2009

Attachment: Warrants and Vouchers March, 2009.pdf

30. C-30 Budget Amendments for the Month of March, 2009

Attachment: budget cover sheet impact stmt .pdf

Attachment: General Fund - Revenue.pdf

Attachment: General Fund - Appropriations.pdf

Attachment: Debt Service Funds.pdf

Attachment: Special Revenue Funds - Food Service.pdf

Attachment: Special Revenue - Other.pdf

Attachment: Capital Project Funds.pdf

Attachment: Internal Service Funds.pdf

31. C-31 Write off Non-Sufficient Funds (NSF) Check at CHS

~~32. C-33 Termination of Contract & Award to Second Lowest Bidder~~

Attachment: ~~Letter of Termination.pdf~~

**Support Services**

33. C-34 Registered Surveying and Mapping Services County-Wide Contract Award

34. C-35 Coppergate Elementary School Site Drainage Contract Award

Attachment: CGE Bid Tab.pdf

35. C-36 Pre-qualification of Contractors

Attachment: Contractor List 4,16,09.pdf

36. C-37 Resolution to Dispose of Relocatable Buildings at Middleburg Transportation

Attachment: Resolution MBX relo 2009.pdf

37. C-38 Orange Park High School Building 12 Air Handler Replacement, Light Fixtures and Ceiling Replacement Contract Award

Attachment: Bid Tab, OPH Air Handler.pdf

38. C-39 Orange Park High School Building 1 Downspout Renovation Contract Award

Attachment: Bid Tab OPH Downspouts.pdf

**Adoption of Consent Agenda**

39. Adoption of all remaining Consent Items

**Motions:**

Approve the Consent Items as presented, with the exception of C-9 and C-32 which were pulled to Discussion and C-33 which was withdrawn. - PASS

**Vote Results**

Motion: Carol Studdard

Second: Carol Vallencourt

Lisa Graham - Aye

Carol Studdard - Aye

Carol Vallencourt - Aye

Charlie VanZant - Aye

Frank Farrell - Aye

**Recognitions and Awards**

40. Recognition of Elementary Media Festival K-2 & 3-5 Winners

**Minutes:**

Best in Show K-2: CHE - Cody Evans, Morgan Groover, & Jordon Meyer (not present)

Best in Show 3-5: LES - Hailey Johns, Sophie Ledford & Lainie Richards (not present)

41. PBS & J Foundation Presentation to Orange Park High's Academy of Engineering & Design Technology

**Minutes:**

Cory Green, Civil Engineer with PBS&J Jacksonville Office, presented a \$5,000 check to the Engineering & Design Technology Academy at Orange Park High. These funds are to provide upgrading of the equipment and software used.

42. Clay County District School Employee Service Pins

**Minutes:**

1. Elizabeth Crane, Teacher, serving as CCEA President - 10 years of service
2. Ben Wortham, Superintendent of Schools - 40 years of service

**Scheduled Citizen Requests**

**Presenters**

43. Dr. Wayne Blanton, Executive Director, Florida School Boards Association

**Minutes:**

Dr. Blanton introduced Mr. Mark McKinney, Director of Risk Management with FSBIT, who gave an overview of the available property and casualty insurance coverage and services. Their service areas include the following Florida counties: Seminole, Okaloosa, Santa Rosa, Osceola, St. Johns, Alachua, Citrus, Taylor, Okechobee and Suwanee.

Dr. Blanton gave an update of the current activities taking place in the Florida Legislature related to educational funding, and fielded questions posed by the Board.

44. Alan Florez, Executive Vice President, Brown and Brown Insurance

**Minutes:**

Mr. Florez provided information on coverage available

through Brown & Brown Insurance for Property and Casualty. Their service areas include the following Florida counties: Volusia, Pasco, Lake, Okaloosa, Sumter, Lee, Collier & Orange, as well as, providing insurance brokerage services to the Clay County Commissioners.

Mrs. Vallencourt suggested that the Board direct staff to invite FSBIT, Brown & Brown and Arthur Gallagher (our current carrier), to propose bids on property and casualty coverage for the school system. She also asked that a School Board member be appointed to the selection committee. There was consensus to proceed with this development and re-agenda the item for the June Board meeting.

## **Discussion Agenda**

### **Superintendent**

#### 45. Discussion of Longer Day/Shorter Year Concept

##### **Minutes:**

Liz Crane, CCEA President spoke to this item and its impact on the schools and students.

The Superintendent shared feedback on the staff review of the "longer day-shorter year", along with a comment sheet provided by Mr. Farrell. Items reviewed were: minimal cost savings, the law has not been passed by the Legislature changing the 180 day student year, and the approximately 800 employees that would lose salary for 20 workdays. Superintendent Wortham also indicated that instructional research, as it relates to curriculum and instruction, is leaning more toward increasing the day/year rather than reducing it. It has been pointed out that the State Incentive Stimulus funds, that are going to be competitive funds, must show a longer day and a longer year. The only cost savings appeared to be in the electrical and transportation areas for an approximate total of \$280,000. Bargaining issues covered were: calendars, holidays, wages, overtime policy, length of contracts and fringe benefits. This concept cannot be done for 2009-2010 and we would need to put together a task force of staff, union and parent representatives.

Mr. Farrell voiced his caution and concerns in proceeding with this fundamental concept too quickly. We need to know what research has been done or tried in other school districts; would we have school, staff and community support; and what legal, contractual and financial considerations may be involved. We should consider forming a task force for further study.

Mrs. Vallencourt concurred with Mr. Farrell's

comments, but disagreed that we should form a task force at this time with staff trying to deal with so many other issues.

Mrs. Studdard expressed concern over what would be most beneficial to our students, and the 800 employees whose salaries would be reduced. She suggested that we wait and see what information comes from the Legislature and feels we're not ready to move forward.

Mrs. Graham indicated that she was not opposed to exploring the concept of longer day/shorter year, but are other districts looking at this type of program. She too, was concerned about the impact on education and the lower salaries of certain groups.

Mr. Van Zant communicated his first and foremost concern was for education of the children and secondly, for the adult employees. His greatest concern is getting whatever savings from the "add back" budget package that can be achieved without leaving anyone behind. Mr. Van Zant reviewed information he received from St. Johns County and ways that they have used to save energy. He would like Clay County to work with St. Johns on how they are improving their energy costs.

Mike Elliott provided information on energy savings across the county. Using the 2007-2008 data base, Clay County (on a cost per gross square foot across the district) averaged \$.97 per square foot in electricity costs ranking Clay 4th most efficient in the State of Florida. Clay's energy cost per student was \$175.17, ranking it 3rd in the State. St. Johns during the same period averaged \$1.27 per square foot in electricity and \$224.00 energy cost per student.

#### 46. Other Budget Considerations

##### **Minutes:**

Speakers to this item:

1. Cathy Knight: Public list of teachers being surplussed and safeguards for teachers hired back
2. Lea Rhoden: Morale in the schools.
3. Steve Richards: Cutting professional expenses and administrative staff salaries.
4. Ilah Breen: Teacher cuts and encouraged visitation to classrooms.
5. Leslie Oxford: On behalf of speech



teacher at OPH

6. Liz Crane: Budget crisis and teacher cuts.

### Human Resources

#### 47. Human Resources - Special Action "A"

Attachment: Special Action A 4-16-09.pdf (Confidential Item)

#### **Motions:**

Approve the action as presented. - PASS

#### **Vote Results**

Motion: Lisa Graham

Second: Carol Vallencourt

Frank Farrell - Aye

Lisa Graham - Aye

Carol Studdard - Aye

Carol Vallencourt - Aye

Charlie VanZant - Aye

#### 48. Ratify the 2007-2010 Master Contract Amendments for Articles VI and XIV between the Clay Educational Staff Professional Association, Local 7409, and the School District of Clay County

Attachment: 2009 CESPAs Ratification Packet 2-25-09.pdf

**Minutes:** Mr. Van Zant, Board Chairman and Ken Carter, CESPAs President, signed the ratified CESPAs Amendments. They included: Article VI - Employment Practices and Article XIV - Tool Allowance/Uniforms.

#### **Motions:**

Ratify the 2007-2010 Master Contract Amendments for Article VI and XIV between the Clay Educational Staff Professional Association, Local 7409, and the School District of Clay County negotiated by both bargaining teams and ratified by the public employees of the bargaining unit. - PASS

#### **Vote Results**

Motion: Carol Vallencourt  
 Second: Lisa Graham  
 Frank Farrell - Aye  
 Lisa Graham - Aye  
 Carol Studdard - Aye  
 Carol Vallencourt - Aye  
 Charlie VanZant - Aye

**Instruction**

49. C-9 (Farrell) RFP Sponsorship of Blackboard

**Minutes:** Mr. Farrell encouraged the staff to continue to pursue funding sources to off-set costs.

**Motions:**

Approve Request for Sponsorship. - PASS

**Vote Results**

Motion: Carol Studdard  
 Second: Lisa Graham  
 Frank Farrell - Aye  
 Lisa Graham - Aye  
 Carol Studdard - Aye  
 Carol Vallencourt - Aye  
 Charlie VanZant - Aye

**Business Affairs**

50. Rates for Use of School Buildings, Grounds and Equipment

Attachment: Rates for Use of School Facilities.pdf

**Minutes:** Rates will increase effective July 1, 2009.

**Motions:**

Approve rate changes as submitted. - PASS

**Vote Results**

Motion: Carol Vallencourt  
 Second: Lisa Graham  
 Frank Farrell - Aye  
 Lisa Graham - Aye  
 Carol Studdard - Aye  
 Carol Vallencourt - Aye  
 Charlie VanZant - Aye

51. C-32 (Farrell) Monthly Financial Report for March, 2009

Attachment: [MONTH FIN-Sum Cash-pg1.pdf](#)  
 Attachment: [MONTH FIN MAR 2009-GREV pg 2.pdf](#)  
 Attachment: [MONTH FIN MAR,2009-GREXP pg 3.pdf](#)  
 Attachment: [MONTH FIN MAR, 2009-DSREVEXP pg4.pdf](#)  
 Attachment: [Capital Projects MAR,2009-pg5.pdf](#)  
 Attachment: [Capital Projects By Project MARCH, 2009 - pg6.pdf](#)  
 Attachment: [MONTH FINANCIAL MAR, 2009-CAP PROJ FUNDS pg7.pdf](#)  
 Attachment: [MONTH FIN MAR, 2009-FOOD SERVICE pg8.pdf](#)  
 Attachment: [MONTH FIN MAR, 2009-SPREV42X pg9.pdf](#)  
 Attachment: [MONTH FIN MAR, 2009-INSURANCE pg10.pdf](#)

**Minutes:** Mr. Farrell spoke briefly, as a point of continued public awareness, about our financial situation.

**Motions:**

Approval of the monthly financial report for March, 2009, as presented. - PASS

**Vote Results**

Motion: Lisa Graham  
 Second: Carol Vallencourt  
 Frank Farrell - Aye  
 Lisa Graham - Aye  
 Carol Studdard - Aye  
 Carol Vallencourt - Aye  
 Charlie VanZant - Aye

**Presentations from the Audience**52. Speakers**Minutes:**

1. Item C-7 - Reappointments for the 2009-2010 School Year: Mr. Francis spoke to this item regarding administrative staff at GCSJH. He asked that these reappointments be pulled.

The Superintendent continued with the reappointments as recommended.

2. Ken Carter introduced M. Kellie Griffis as the new President of CESP. Mr. Carter also presented the idea of advertisement on buses, other revenue streams and spoke briefly regarding salary cuts.

**Superintendent Requests**53. Potential Meeting/Budget Related Dates**Minutes:**

June 18, 2009 - Board Workshop - 2:00 p.m. - Property, Casualty, Liability & Employee Benefits - Media Center @ FIH; 4:00 p.m. - Disciplinary Hearings - 4:00 p.m. and 7:00 p.m. - Regular Board Meeting

July 9, 2009 - Board Workshop - Review 09-10 Budget - All Funds - 4:00 p.m.

July 16, 2009 - DOE Certifies "REQUIRED LOCAL EFFORT" Millage to School Districts Request Authorization to Advertise; 4:00 p.m. - Disciplinary Hearings and 7:00 p.m. - Regular Board Meeting

July 27, 2009 - Board Conducts Public Hearing & Adopts Tentative Budget & Millage - 5:15 p.m.

August 20, 2009 - Review Tentative Long Range Educational Facilities Plan; 4:00 p.m. - Disciplinary Hearings and 7:00 p.m. Regular Board Meeting

September 10, 2009 - Adopt Final Budget & Educational Facilities Plan - 6:00 p.m.

September 17, 2009 - Regular Board Meeting - 7:00 p.m.

The Superintendent will be in Tallahassee on Wednesday, April 22 and Thursday, April 23 for training and Legislative issues.

**School Board's Requests**

54. Comments

**Minutes:** Mrs. Vallencourt commented, as a point of clarification, that last year we spent \$30 million in reserve funds in Clay County and had the district not been conservative, efficient managers of these funds we would have had to make cuts during this year.

**Adjournment** (10:00 p.m.)

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**Superintendent**

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**Chair**