



School Board of Clay County

Teacher Inservice Center, 2233 Village Square Parkway, Fleming Island, FL 32003; Student Discipline Hearings held prior to General Session

August 1, 2024 - Regular School Board Meeting

Date: Aug 01 2024 (6:00 p.m.)

Student Showcase (None)

Invocation (Deputy Chaplain Joseph Williams, Clay County Sheriff's Office)

Pledge of Allegiance

Call to Order (Present: Erin Skipper, District 1; Mary Bolla, District 2, Beth Clark, District 3; Michele Hanson, District 4; Ashley Gilhousen, District 5; Superintendent David Broskie)

Recognitions and Awards (None)

Presenters (None)

School Showcase (None)

Presentations from the Audience (Public Comment)

[1. Public Comment](#)

Minutes:

Public Comments on Non-Specific Agenda Items (following adoption of consent agenda):

- Travis Christensen
- Chris Harris
- Bruce Friedman
- Echo Nova

Discussion Agenda

School Board Member

[2. D1 - Explore with the intent to engage internal audit services.](#)

Minutes:

The board had reached a prior consensus on willingness to move forward with the retention of internal auditing services. Board discussion explored the benefits of obtaining an individual (direct hire) or retaining the services of a firm.

Mrs. Gilhousen explained the "request for proposal" (RFP) process and the extensive document completion that is part of the vetting process and noted the likely necessity to form a committee that would include a board member to oversee the RFP process. The board would have the ultimate decision as to who is retained to provide these services.

Dr. Susan Legutko, Assistant Superintendent for Business Affairs, noted that a purchasing agent would also serve on the committee to determine the scope of work and determine what requirements to include in the RFP.

Mrs. Hanson confirmed, through Jeremiah Blocker, School Board Attorney, that more than one board member may be present on the committee if meetings are advertised and held in the sunshine. Mrs. Gilhousen expressed concern about that process limiting potential applicants.

Mrs. Bolla expressed reservations that a single hire would not be a specialist in all auditing areas and that a company could have sufficient personnel to manage the designated scope of services.

Mrs. Clark stated that the State was smart to start the requirement at the \$500M mark because if the district is under that mark, the ability to recoup what it spent is difficult but, as the district grows, this will be necessary to ensure everything is as smooth as possible.

The expense of the various service models was discussed and Mrs. Hanson noted that, per statute, the individual or firm hired would be responsible to the board.

Mrs. Skipper expressed her desire for the process to be a team effort with all board members having a voice in a transparent process.

Motion

Motion to to engage internal audit services through a firm

Vote Results (Approved)

Motion: Mary Bolla

Second: Beth Clark

Ashley Gilhousen	- Aye
Mary Bolla	- Aye
Beth Clark	- Aye
Michele Hanson	- Aye
Erin Skipper	- Aye

Human Resources

[3. D2 - Human Resources Special Action A](#)

Minutes:

There was no Human Resources Special Action A.

[4. D3 - Human Resources Special Action B](#)

Minutes:

There was no Human Resources Special Action B.

Instruction-Academic Services

[5. D4 - Public Hearing to Approve as Advertised Modifications to the 2023-2024 Student Progression Plan](#)

[Approval to Advertise, Notice of Public Hearing to Approve Revisions to Student Progression Plan.pdf](#)

[2024-25 SPP Draft for Approval.pdf](#)

[Summary of Changes - 24-25 SPP.pdf](#)

Minutes:

Chair Gilhousen opened the public hearing. With no one coming forward to speak to the item, the public hearing was closed.

Motion

Motion to Approve as Advertised Modifications to the 2024-2024 Student Progression Plan

Vote Results (Approved)

Motion: Mary Bolla

Second: Michele Hanson

Ashley Gilhousen	- Aye
Mary Bolla	- Aye
Beth Clark	- Aye
Michele Hanson	- Aye
Erin Skipper	- Aye

[6. C5 - Approval for the Purchase of Vocabulary.com grades 7-12 Secondary ELA and Intensive Reading for 2024-2027 \(pulled to Discussion by Mrs. Hanson\)](#)

[240247 Vocabulary.com.pdf](#)

Minutes:

Mrs. Hanson expressed concerns with the expense of this item as well as the additional screen time for students. She was also unable to find data supporting this material being aligned to Florida standards. She would like to see the data referenced in the agenda item that specifies a need based on test scores and ensures vertical alignment with curriculum. She advised vocabulary is built through exposure and perhaps the funds for this program would be better invested in teachers to revamp how students study and engage in reading and vocabulary.

Superintendent Broskie advised the associated expense is for a 3-year contract and that the curriculum was previously approved in the Comprehensive Evidence-Based Reading Plan (CERP) and stated that nothing would be brought to the board without the clear expertise of personnel, offering to feature any item for which information is needed.

Heather Teto, Chief of Elementary Education, Michelle Sado, Curriculum Specialist, and Melanie McIver, Supervisor of Reading provided additional information re the refinement of the material, the strategy of use, and the multiple layers of structure. They also shared personal experiences utilizing this program with Intensive Reading students that support the proposed curriculum's success.

Motion

Motion to Approve Purchase of Vocabulary.com grades 7-12 Secondary ELA and Intensive Reading for 2024-2027

Vote Results (Approved)

Motion: Mary Bolla

Second: Beth Clark

Ashley Gilhousen

- Aye

Mary Bolla

- Aye

Beth Clark

- Aye

Michele Hanson

- Aye

Erin Skipper

- Aye

Consent Agenda

Superintendent

[7. C1 - Minutes of School Board Workshop on June 17, 2024; Regular Meeting on June 27, 2024](#)

[2024 Jun 17 Workshop.pdf](#)

[2024 Jun 27 Regular Mtg.pdf](#)

Human Resources

[8. C2 - Personnel Consent Agenda](#)

[Personnel Consent Agenda 8.1.2024.pdf](#)

Instruction-Academic Services

[9. C3 - 2024-2025 Dual Enrollment Articulation Agreement Between School Board of Clay County and Florida State College of Jacksonville](#)

[240244 2024-2025 FSCJ Dual Enrollment Agreement.pdf](#)

[10. C4 - Approve Interlocal Agreement Between The School Board of Clay County, Florida and Rolling Hills Community Development District Regarding Usage of District Recreational Facilities.](#)

[Clay High_Rolling Hills Agreement.pdf](#)

Instruction-K-12 Academic

[11. C6 - K-12 Academic Services Out of State and Overnight Student Travel](#)

[August 2024 Student Travel.pdf](#)

Instruction-Professional Development

[12. C7 - 2024-2025 Professional Development Advisory Council Membership](#)

[2024-2025 PDAC Committee Board Approval \(1\).pdf](#)

Instruction-Reading/Library Media

[13. C8 - Request for Review or Reconsideration of Library Materials Appeals](#)

[2022-2024 Appeals.pdf](#)

Instruction-Climate and Culture

[14. C9 - Affiliation Agreement between Clay County District Schools and Eastern Washington University \(EWU\)](#)

[Eastern Washington University Agreement.pdf](#)

[15. C10 - National Louis University Affiliation Agreement - School Psychology](#)

[National Louis University Agreement.pdf](#)

[16. C11 - 24-25 District School Counseling Plan](#)

[24-25 School Counseling District Plan- Final.pdf](#)

Business Affairs

[17. C12 - Proposed Allocation Changes for 2024-2025](#)

[08.01.24 - 24-25 Allocation Summary.pdf](#)

Business Affairs-Property

[18. C13 - DELETION OF CERTAIN ITEMS REPORT JULY, 2024](#)

[DELETION OF CERTAIN ITEMS REPORT JULY, 2024.pdf](#)

Business Affairs-Purchasing

[19. C14 - BID Renewal and Extension](#)

Operations

[20. C15 - Interlocal Agreement between the School Board of Clay County, Florida \(BOARD\); City of Green Cove Springs, Florida \(CITY\); and Green Cove Springs Police Department \(GCSPD\)](#)

[Interlocal Agreement with GC and GC Police Dept. - Signed.pdf](#)

[21. C16 - Interlocal Agreement between the School Board of Clay County \(BOARD\), Florida; the Town of Orange Park \(TOWN\); and the Town of Orange Park Police Department \(OPPD\)](#)

[Interlocal Agreement OP Police Dept. - Signed.pdf](#)

[22. C17 - Approval to Advertise Revisions to Safety Policies 9.17 School Safety Requirements and Monitoring, 9.18 Threat Assessment Policy, and the District's Security and Response to Active Assailant Policy \(CONFIDENTIAL\)](#)

[Legal Adv Notice of PH for Revisions to SB Policies 9.17 & 9.18.pdf](#)

[_CONFIDENTIAL Security & Response to Active Assailant Policy for Board review.pdf \(Confidential\)](#)

[9.17 Safety Measures Policy Draft for Board approval.pdf](#)

[9.18 Threat Assessment Policy for Board approval.pdf](#)

Operations-Facilities

[23. C18 - Prequalification of Contractors](#)

[Table for Board Backup Contractor Prequal, 8.1.24](#)

[24. C19 - Change Order #3 for Green Cove Springs Junior High School Window/HVAC Replacement \(Buildings 1, 2, & 3\)](#)

[Change Order #3 for GCJ Window HVAC Replacement](#)

[25. C20 - Change Order #1 \(Direct Purchasing\) for Lakeside Junior High School Restroom/Locker Room Renovations](#)

[CO #1 LSJ Restroom Locker Room Renovations.pdf](#)

[26. C21 - Change Order #1 \(Direct Purchasing\) for Clay High School Parking Lot Renovation/Redesign](#)

[Change Order #1 \(Direct Purchasing\) for CHS Parking Lot](#)

[27. C22 - Schematic/Preliminary/Final \(Phase I, II, & III\) Plans and Specifications for Clay High School Track Improvements](#)

[28. C23 - Change Order #5 for Clay High School Gym Renovations](#)

[CO 5 CHS Gym Renovations.pdf](#)

[29. C24 - Change Order #1 for Wilkinson Junior High School Fire Alarm Replacement](#)

[Change Order #1 WJH Fire Alarm Replacement.pdf](#)

[30. C25 - Change Order #2 for Clay High School Parking Lot Renovation/Redesign](#)

[Change Order #2 CHS Parking Lot Renovations](#)

[31. C26 - Change Order #1 for Orange Park High School Media Center Renovation](#)

[Change Order #1 OPH Media Center](#)

[32. C27 - Transportation Bus Purchase Agreement](#)

[Transportation Bus Purchase Backup Information](#)

Adoption of Consent Agenda

[33. Adoption of Consent Agenda](#)

Motion

Motion to Adopt Consent Agenda

Vote Results (*Approved*)

Motion: Michele Hanson

Second: Erin Skipper

Ashley Gilhousen

Mary Bolla

Beth Clark

Michele Hanson

Erin Skipper

- Aye
- Aye
- Aye
- Aye
- Aye

CCEA Update (Victoria Kidwell)

CESPA Update (None)

Superintendent's Update and Presentations

[34. Superintendent's Update](#)

Minutes:

Superintendent Broskie shared the attached visual presentation highlighting the following:

- State Assessment Results
- Exceptional Student Education Summer Summit
- New School Year
- Student Transportation
- Immunization Requirements
- Upcoming Events

School Board Attorney Remarks (None)

School Board Member Remarks

[35. School Board Member Comments](#)

Minutes:

Mrs. Bolla stated she was wearing her "A" from Clay High School. She requested that donations continue for the Dolly Parton Imagination Library, advised registrations are being taken for Green Cove Springs and the Town of Orange Park, and thanked Mrs. Clark for contributing a portion of her election funds to this cause. Melissa Matz and Jaime Suarez, former Argyle Elementary School teachers, were recognized for their selections as Florida Teachers of the Year in 2023 and 2025. Appreciation was extended to the team of transportation people who were instrumental in a successful Stuff the Bus event. A huge thank you was extended to teachers, students, and staff.

Mrs. Skipper appreciated the transportation department and the excellent job Mr. Crawford has done, bringing an open mind and outside perspective to addressing challenges. She wanted to go on record to state that this board supports veteran teacher pay, and she looks forward to football season and the beginning of school.

Mrs. Clark gave kudos to teachers and support staff for creating an atmosphere in which children want to learn and for helping one another and maintaining a positive attitude. She also stated Mr. Crawford is amazing and urged further support for the Dolly Parton Imagination Library, requesting consideration for a monthly recurring contribution so more children would have the opportunity to acquire books.

Mrs. Hanson expressed the desire for all to know how hard personnel work to help the lower quartile of students and would like parents to be more educated on what is going on to help their children.

Mrs. Gilhousen supports a literacy workshop, and she expressed gratitude to the individuals she has encountered through her journey and her children's journeys through education in Clay County District Schools, having encountered the most kind, compassionate, and engaged personnel in the district. She urged parents to develop close communication with school personnel, which is vital to student success.

Adjournment (7:46 p.m.)

Superintendent of Schools

School Board Chair