



School Board of Clay County

Teacher Inservice Center, 2233 Village Square Parkway, Fleming Island, FL 32003

December 12, 2024 Regular School Board Meeting

Date: Dec 12 2024 (6:00 p.m.)

Student Showcase (Charles E. Bennett Elementary Pre-K and Kindergarten Students)

Invocation (Pastor Art Gipson, Hickory Grove Baptist Church, Green Cove Springs, FL)

Pledge of Allegiance

Call to Order (Present: Erin Skipper, District 1; Robert Alvero, District 2, Beth Clark, District 3; Ashley Gilhousen, District 5; Superintendent David Broskie; Not Present: Michele Hanson, District 4)

Recognitions and Awards

[1. Recognize Art in the Capitol Winner](#)

[24-25 Art in the Capitol Winner.pdf](#)

Minutes:

Chris Gugel recognized Hailay Nalepa, Lake Asbury Junior High, 8th Grade, for being a 1st Place Winner for Clay County District Schools Art in the Capitol Competition 2024-2025. Senator Jennifer Bradley presented the recognition to Hailay and received the framed artwork to take and display in the State Capitol, on the second floor rotunda.

[2. Recognize Winners of the Len Mattiace Foundation Anti-Bullying Contest](#)

Minutes:

Melissa Moree, Coordinator of Mental Health Services, introduced Len Mattiace and Nikki Haley who recognized student winners of the Len Mattiace Foundation Anti-Bullying Campaign, a contest open to students in grades 6 - 8. Students submitted projects incorporating the themes of kindness, inclusion, and compassion. First and second-place students received an award of \$1,000 and additional awardees received \$100 as well as certificates, hats, and t-shirts.

- Logan Eckard, Jacob Armstrong, and Elric Hollingshead - Plantation Oaks Elementary School, 6th Grade, *The Grub Club Proposal*
- Brooklyn Watt - Orange Park Elementary School, 6th Grade, *One Small Hero*

[3. Recognition of Board Member Mrs. Skipper Recipient of the 2024 Appreciation Award from Tobacco Free Clay](#)

Minutes:

Monique Johnson, Tobacco Policy Manager & Health Educator, and Julie Duncan, Community Engagement Specialist, Tobacco Free Clay, recognized board member Erin Skipper for being instrumental in supporting and advocating for district level K-12 provisions that reduce nicotine use and exposure for students. SWAT (Students Working Against Tobacco) students also extended appreciation for Mrs. Skipper's advocacy.

[4. Recognize 2024 Founders' Week Art Contest Winners](#)

[2024 Founders' Week Art Contest SB Recognition Dec 12.pdf](#)

Minutes:

Mary Owen, Social Studies Curriculum Specialist, recognized the following students for their winning Founders' Week Art contest entries. This year's contest, which addressed the Founders' Week theme, America's Symbols, asked students to reflect on what symbols best represent the ideals and identity of America.

Student Winners Recognized:

- K - Aubrey Sparrow (Doctors Inlet Elementary)
- 1st - Andrea Cross (Grove Park Elementary)
- 2nd - Maryelle Bailey (Plantation Oaks Elementary)
- 3rd - Allison Reddinger (Swimming Pen Creek Elementary)
- 4th (Tie) - Brandi Gadson (Doctors Inlet Elementary)
- 4th (Tie) - Jamison Rogers (Shadowlawn Elementary)
- 5th - Lilith Dease (Wilkinson Elementary)

5. Recognition of Clay County Student Athletes of the Month and State Champions

[Athletics Recognition- School Board Meeting 12_12_24.pdf](#)

Minutes:

Jay Stilianou, Coordinator of District Athletics, recognized the following Student-Athletes of the Month and State Champions:

Student-Athletes of the Month:

- Taylor Dean, Clay High, August 2024
- Sebastian Lopez, Orange Park High, September 2024
- David Rafalski, Fleming Island High, October 2024

State Champions:

- Ava Brinkman, Fleming Island High, 1M Diving
- Chase Ricks, Fleming Island High, 2A Boys Golf
- Dylan Frein, Fleming Island High, 2A Boys Golf
- Emmett Kuhlenskamp, Fleming Island High, 2A Boys Golf
- Alex Blom, Fleming Island High, 2A Boys Golf
- Benjamin Carlton, Fleming Island High, 2A Boys Golf
- Carson Moore, Fleming Island High, 2A Boys Golf
- Eli Lewis, Fleming Island High, 2A Boys Golf
- Nathan Bozeman, Fleming Island High, 2A Boys Golf
- Ryan Houck, Fleming Island High, 2A Boys Golf
- Tyler Mawhinney, Fleming Island High, 2A Boys Golf
- Jacoby Kelly, Fleming Island High, 2A Boys Golf
- William McGready, Fleming Island High, 2A Boys Golf
- Mason Blom, Fleming Island High, 2A Boys Golf

6. Recognition of Clay County Coaches of the Month

Minutes:

Jay Stilianou, Coordinator of District Athletics, recognized the following Coaches of the Month:

- Jarod Kocak, Lake Asbury Junior High, August 2024
- Amy Yoder, Fleming Island High School, September 2024
- Ryan Wolfe, Middleburg High School, October 2024

7. Athletics Check Presentation to American Cancer Society

Minutes:

Jay Stilianou, Coordinator of District Athletics, recognized the schools raising funds for "Pink Out Games" in support of breast cancer research. Total funds (three years) collected by Clay County Athletics is \$27,439. A check was presented to Jaclyn Rodriguez, American Cancer Society, and the community partnership with Caelan Rhinehardt, Youth Football Coordinator, Jaguars PREP was appreciated.

Schools' Fund Raising:

- Oakleaf High - \$2,000
- Fleming Island High - \$1,500
- Keystone Heights High - \$1,034
- Middleburg High - \$1,000
- Clay High School - \$825

- Orange Park High - \$500
- Ridgeview High - \$500

8. Recognize Schools Earning Medals at State Marching Championships

[2024 Marching Championships Medalists Recognition \(1\).pdf](#)

Minutes:

Chris Gugel, Fine Arts Curriculum Specialist, recognized the following achievements awarded at the 2024 FFCC Marching Championships:

- Middleburg High School Marching Bronco Band - Bronze Medal, Class 1A at FFCC Championships, Director Tyler Chaney
- Orange Park High School Raider Band - Silver Medal, Class 3A at FFCC Championships, Director Brett Pikuritz
- Oakleaf High School Golden Regiment - Silver Medal, Class 5A at FMBC Championships, Directors Chad Robbins and Kayla Lemak
- Fleming Island High School Golden Eagle Marching Band - Gold Medal, Class 5A at FMBC Championships, Directors Alexander Buck and David Grullon

9. Recognition of 2024-2025 School Related Employee of the Year and Teacher of the Year Semi-finalists

[TOY_Top 10 2024-25_11x8.5 \(1\).pdf](#)

[SREY_Top 10 2024-25_11x8.5 \(1\).pdf](#)

Minutes:

Carolyn Krall, President, Clay Education Foundation, recognized this year's top 10 semi-finalists for Teacher of the Year and Support-Related Employee of the Year.

Teacher of the Year Semi-Finalists

- Tammy Belden, Charles E. Bennett Elementary
- Alexander Buck, Fleming Island High
- Tracy Lockman, Lake Asbury Elementary
- Tammy Hamel, Lake Asbury Junior High
- Christy Fields, Middleburg High
- Aaron Samples, Oakleaf High
- Amanda Watson, Orange Park Elementary
- Erin McDonald, Orange Park High
- Jennifer Wells, Ridgeview High
- Jordan Rundio, Wilkinson Elementary

Support-Related Employee of the Year Semi-Finalists:

- Shalon Britt, Charles E. Bennett Elementary
- Maria Rodriguez, Clay High
- Leslie Niessner, Fleming Island Elementary
- Bianca Thomas, Green Cove Springs Junior High
- Deirdre Craven, Lake Asbury Elementary
- Misty Massey, Lake Asbury Junior High
- Heather Proctor, McRae Elementary
- Christina Mumpower, Orange Park High
- Denise Turner, Orange Park Junior High
- Joanna Lickliter-Spain, Ridgeview High

~~10. Ceremonial Signing of the Ratified Clay Educational Staff Professional Association Contract~~

Presenters

School Showcase (Charles E. Bennett Elementary, Amanda Strickland, Principal)

Presentations from the Audience (Public Comment)

[11. Public Comment](#)

Minutes:

Prior to hearing any public comment, Mrs. Skipper obtained consensus from the board to leave cameras on during public remarks for this meeting and schedule additional discussion on this topic at a future workshop.

There were no individuals speaking about specific agenda-related items.

The following individuals spoke to non-specific agenda-related items and were heard following "board member comments" before adjournment:

- Echo Nova
- Constance Higginbotham
- Delores Lansford
- Sheila Torres
- Bruce Friedman
- Elizabeth Buschbacher
- Judith Chapple

Discussion Agenda

Human Resources

12. D1 - Human Resources Special Action A

Special Action A.pdf (Confidential)

Motion

Motion to Approve Human Resources Special Action A

Vote Results (*Approved*)

Motion: Ashley Gilhousen

Second: Beth Clark

Ashley Gilhousen

- Aye

Beth Clark

- Aye

Michele Hanson

- Not Present

Erin Skipper

- Aye

Robert Alvero

- Aye

13. D2 - Human Resources Special Action B

Special Action B.pdf (Confidential)

Motion

Motion to Approve Human Resources Special Action B

Vote Results (*Approved*)

Motion: Ashley Gilhousen

Second: Robert Alvero

Ashley Gilhousen

- Aye

Beth Clark

- Aye

Michele Hanson

- Not Present

Erin Skipper

- Aye

Robert Alvero

- Aye

14. D3 - Human Resources Special Action C

Special Action C.pdf (Confidential)

Motion

Motion to Approve Human Resources Special Action C

Vote Results (*Approved*)

Motion: Ashley Gilhousen

Second: Beth Clark

Ashley Gilhousen

- Aye

Beth Clark

- Aye

Michele Hanson - Not Present
Erin Skipper - Aye
Robert Alvero - Aye

15. D4 - Human Resources Special Action D

Special Action D.pdf (Confidential)

Motion

Motion to Approve Human Resources Special Action D

Vote Results (Approved)

Motion: Ashley Gilhousen

Second: Robert Alvero

Ashley Gilhousen - Aye
Beth Clark - Aye
Michele Hanson - Not Present
Erin Skipper - Aye
Robert Alvero - Aye

16. D5 - Human Resources Special Action E

Special Action E.pdf (Confidential)

Motion

Motion to Approve Human Resources Special Action E

Vote Results (Approved)

Motion: Ashley Gilhousen

Second: Beth Clark

Ashley Gilhousen - Aye
Beth Clark - Aye
Michele Hanson - Not Present
Erin Skipper - Aye
Robert Alvero - Aye

17. D6 - Human Resources Special Action F

Minutes:

There was no Human Resources Special Action F.

Operations-Facilities

18. D7 - Public Hearing to Approve as Advertised Revisions to School Board Policy 6.01, Educational and Ancillary Facilities

PUBLIC NOTICE FOR SCHOOL BOARD POLICY 6.01 CHANGE

Section 6.00 Support Services policy change

Minutes:

Chair Skipper 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 Revisions to School Board Policy 6.01, Educational and Ancillary Facilities

Vote Results (Approved)

Motion: Beth Clark

Second: Robert Alvero

Ashley Gilhousen	- Aye
Beth Clark	- Aye
Michele Hanson	- Not Present
Erin Skipper	- Aye
Robert Alvero	- Aye

19. D8 - Public Hearing to Approve as Advertised Attendance Boundary Realignment for Oakleaf Junior High, Lake Asbury Junior High and Wilkinson Junior High Schools

PUBLIC NOTICE FOR OLJ LAJ AND WJH BOUNDARY CHANGES

Maps OLJ and LAJ and WJH Boundary Changes

Minutes:

Chair Skipper 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 Attendance Boundary Realignment for Oakleaf Junior High, Lake Asbury Junior High, and Wilkinson Junior High Schools

Vote Results (Approved)

Motion: Ashley Gilhousen

Second: Robert Alvero

Ashley Gilhousen	- Aye
Beth Clark	- Aye
Michele Hanson	- Not Present
Erin Skipper	- Aye
Robert Alvero	- Aye

Consent Agenda

Superintendent

20. C1 - Minutes of School Board Workshop on October 29, 2024; Student Hearings and Regular Meeting on November 7, 2024

2024 Oct 29 Workshop.pdf

2024 Nov 7 Student Hearings.pdf (Confidential)

2024 Nov 7 Regular Mtg.pdf

21. C2 - Controlled Open Enrollment (COE) Plan for the 2025-2026 School Year

Clay County District Schools COE Plan 2025-2026.pdf

22. C3 - Proposed Student Calendar for 2026-2027 School Year

DRAFT Student Calendar 2026-2027.pdf

Human Resources

23. C4 - Personnel Consent Agenda

Personnel Consent Agenda 11_18_24.pdf

24. C5 - Complete Salary Schedule 2024-2025

Proposed 2024-2025 Salary Schedule.pdf

25. C6 - Memorandum of Understanding between Clay County District Schools and Clay County Fire Rescue (CCFR)

250078 CTE_BCC_Clay County Fire and Rescue.pdf

250078 CCFR MOU Instructor EXHIBIT Draft.pdf

Instruction-Academic Services

26. C7 - Elementary Student Out of State Travel

[CEB Fieldtrip_May2025.pdf](#)

[SPS_Fieldtrip_Mar2025.pdf](#)

[20241113150608573.pdf](#)

Instruction-Exceptional Student Education

27. C8 - Advertise the 2023-2024 through 2025-2026 Policies and Procedures (P&P) Manual and set the Public Hearing for February 2025.

[Exceptional Student Education Policies and Procedures \(P&P\) Effective Date 2023-2024 through 2025-2026.pdf](#)

[Exceptional Student Education Policies and Procedures \(P&P\) Summary of Revisions.pdf](#)

[Signature Page 2024-2025 \(fillable\).\(1\).\(1\).pdf](#)

[Legal Adv PH Notice for Revisions to 2023-2024 through 2025-2026 Policies and Procedures Manual.pdf](#)

Instruction-K-12 Academic

28. C9 - K-12 Academic Services Out of State and Overnight Student Travel

[December 2024 Student Travel.pdf](#)

29. C10 - 2026 Early College Program Contract Between the School Board of Clay County and District Board of Trustees of St. Johns River State College

[250093 St Johns River State College Early College Program 2025-2026.pdf](#)

30. C11 - Proposed Revised AMIkids-Clay County Employee and Student Calendar for 2024-2025 School Year

[Clay County School Calendar 2024-2025_AMIKids.pdf](#)

Instruction-Climate and Culture

31. C12 - 2024-2026 School Health Services Plan

[2024-2026 School Health Services Plan.pdf](#)

[Executed 250086 Health Services Plan.pdf](#)

Business Affairs

32. C13 - Proposed Allocation Changes for 2024-2025

[12.12.24 - 24-25 Allocation Summary.pdf](#)

Business Affairs-Accounting

33. C14 - Monthly Financial Reports for October, 2024

[October 2024 Monthly Board Property Report.pdf](#)

[Contracts 50 Thousand and Greater.pdf](#)

[October 2024 Monthly Board Financial Report.pdf](#)

34. C15 - Budget Amendment Report for October 31, 2024

[Oct Budget Amendment Statement.pdf](#)

Business Affairs-Property

35. C16 - DELETION OF CERTAIN ITEMS REPORT NOVEMBER, 2024

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

Business Affairs-Purchasing

36. C17 - BID Award

Operations

37. C18 - Trane Contract Award for Maintenance Service Agreement for Six Schools (KHE, KHS, MRE, WES, WJH, CHE)

Operations-Facilities

[38. C19 - Change Order #4 for Clay High School Parking Lot Renovation/Redesign](#)

[Change Order #4 for CHS Parking Lot Renovation](#)

[39. C20 - Final Completion of Clay High School Parking Lot Renovation/Redesign](#)

[Certificate of Final Completion for CHS Parking Lot Renovation](#)

[40. C21 - Fleming Island High School HVAC Repair/Replacement Contract Award](#)

[FIH HVAC Repair Replacement Contract](#)

[FIH HVAC Repair Replacement Contract Continued](#)

[41. C22 - Schematic/Preliminary/Final \(Phase I, II, & III\) Plans and Specifications for Tynes Elementary School Fire Alarm Repair/Replacement](#)

[42. C23 - Schematic/Preliminary/Final \(Phase I, II, & III\) Plans and Specifications for Oakleaf Village Elementary School Fire Alarm Repair/Replacement](#)

[43. C24 - Schematic/Preliminary/Final \(Phase I, II, & III\) Plans and Specifications for Plantation Oaks Elementary School Fire Alarm Repair/Replacement](#)

[44. C25 - Schematic/Preliminary/Final \(Phase I, II, & III\) Plans and Specifications for Wilkinson Junior High School Safety & Security Control Access](#)

[45. C26 - Change Order #1 for Lakeside Elementary School Kitchen/Cafeteria Renovation](#)

[Change Order #1 for LSE Kitchen Cafeteria Renovation](#)

[46. C27 - Substantial Completion of Orange Park High School Media Center Renovation](#)

[Certificate of Substantial Completion \(Phase 1\) for OPH Media Center Renovation](#)

[Certificate of Substantial Completion \(Phase 2\) for OPH Media Center Renovation](#)

[47. C28 - Prequalification of Contractors](#)

[Table for Board Backup Contractor Prequal, 12.12.24](#)

[48. C29 - Final Completion of Orange Park High School Media Center Renovation](#)

[Certificate of Final Completion for OPH Media Center Renovation.pdf](#)

Adoption of Consent Agenda

[49. Adoption of Consent Agenda](#)

Motion

Motion to Adopt Consent Agenda

Vote Results (Approved)

Motion: Ashley Gilhousen

Second: Robert Alvero

Ashley Gilhousen

- Aye

Beth Clark

- Aye

Michele Hanson

- Not Present

Erin Skipper

- Aye

Robert Alvero

- Aye

CCEA Update (Victoria Kidwell)

CESPA Update (None)

Superintendent's Update and Presentations

[50. Superintendent's Update](#)

Minutes:

Superintendent Broskie shared the attached visual presentation highlighting the following:

- Schools of the Month
- Superintendent's Advisory Councils
- Holiday Letters to Heroes
- Winter Break Reminders

School Board Attorney Remarks (None)

School Board Member Remarks

[51. School Board Member Comments](#)

Minutes:

Mrs. Clark attended the community meetings held at Lake Asbury Junior and Oakleaf Junior and noted the positive reception re moving students. She enjoyed serving lunch at Bannerman Learning Center and urged families to value the time spent together this holiday season.

Mr. Alvero commented on the awesome winter concert he attended at Oakleaf High School and extended thanks to the band director for the great job done by the OHS band. He also expressed appreciation to the public who stayed throughout the meeting to listen.

Mrs. Gilhousen commented on hope for the future being the true focus of the season, encouraged families to make memories, welcomed Mr. Alvero to his first regular board meeting, and praised Mrs. Skipper for chairing her first regular meeting.

Mrs. Skipper expressed appreciation to Tobacco Free Clay for the great group of people they have working together to promote health in CCDS schools. She noted the issue of vaping and its harmfulness across the state and nation and extended her full support to educating students and providing policies that keep schools tobacco-free. She also welcomed Mr. Alvero and wished everyone a merry Christmas.

Adjournment (8:01 p.m.)

Superintendent of Schools

School Board Chair