



School Board of Clay County

District Multi-Purpose Center, Corner of Walnut Street and Gratio Place, Green Cove Springs, FL

June 17, 2024 - School Board Workshop

Date: Jun 17 2024 (9:00 a.m.)

Invocation (Ashley Gilhousen)

Call to Order (Present: Mary Bolla (attended via telephonic conferencing), District 2; Beth Clark, District 3, Michele Hanson, District 4; Ashley Gilhousen, District 5; and Superintendent David S. Broskie. Not Present: Erin Skipper, District 1)

Workshop Items

[1. Review Draft Agenda for Regular School Board Meeting on June 27, 2024](#)

[June-27-2024-school-board-regular-meeting_agenda_packet.pdf](#)

Minutes:

Recognitions and Presentations:

- Recognize 2023-2024 Retirees - no discussion;
- Fine Arts Highlights and Accomplishments - no discussion;

Discussion Agenda:

- D1 Human Resources Special Action A - no discussion;
- D2 Human Resources Special Action B - no discussion;

Consent:

- C1 Minutes of School Board Workshops on May 28, 2024 and June 4, 2024; Student Discipline Hearings and Regular Meeting on June 6, 2024 - no discussion;
- C2 Payment of Annual Membership Dues for 2024-2025 to Florida Association of District School Superintendents - no discussion;
- C3 Personnel Consent Agenda - no discussion;
- C4 Amendment Two to Dual Enrollment Agreement between Gaetz Aerospace Inst., Embry-Riddle Aeronautical Univ (ERAU) and School Board of Clay County (SBCC) 2022-2025 - no discussion;
- C5 Agreement between the School Board of Clay County and AMI Kids DBA AMIKids Clay County - Mrs. Clark inquired into the possibility of expanding this program; Mr. Broskie indicated he would contact AMI to discuss capacity;
- C6 Lexia LETRS (Language Essentials for Teachers of Reading and Spelling) - no discussion;
- C7 School Board Approval of the 2024-2025 Comprehensive Evidence-Based Reading Plan (CERP) - no discussion;
- C8 Preferred Physical Therapy Contract - Mrs. Clark noted these services were previously covered by St. Vincent's; Mr. Broskie indicated that the district does not enjoy that same relationship with other providers but that this method of securing the necessary services represents a savings as compared to other districts that hire individually;
- C9 Charter School Contract Renewal: Florida Cyber Charter Academy (FLCCA) - no discussion;
- C10 Lexia High Quality Reding Program (Lexia Core5 Reading/Lesia PowerUp Literacy) - no discussion;
- C11 Approval for the Purchase of Penda Learning for the 2024-2025 School Year - Mrs. Hanson expressed concern that some teachers have used Penda to the extent that actual physical hands-on science is not happening in all classrooms; she is also concerned that teachers are using this program for homework and it is not appropriate for much of the Exceptional Student Education population or Level 1s and 2s if assigned without proper support because the curriculum is a technical text and difficult; Mr. Broskie indicated training would be increased on how to use the program appropriately as well as increased training on grading;
- C12 Approval to Purchase English Language Development (ELD) Supplemental Curriculum from Vista Higher Learning - no discussion;
- C13 CTE Overnight and Out-of-State Travel - no discussion;
- C14 K-12 Academic Services Out of State and Overnight Student Travel - no discussion;

- C15 Approve the 2024-2025 District's Property/Casualty/Active Assailant Insurance renewal submitted by Arthur J. Gallagher & Co. (broker) - no discussion;
- C16 Proposed Allocation Changes for 2024-2025 - no discussion;
- C17 PowerSchool Contract Renewals - no discussion;
- C18 Monthly Financial Reports for May, 2024 - no discussion;
- C19 Budget Amendment Report for May 31, 2024 - no discussion;
- C20 Deletion of Certain Items Report June, 2024 - no discussion;
- C21 BID Renewal - no discussion;
- C22 BID to be Awarded - no discussion;
- C23 2023-2024 S.R.E.F. Casualty, Safety, Sanitation, Relocatable, and Fire Safety Inspection Report - no discussion;
- C24 2023-2024 Local Department of Health Inspection Reports - no discussion;
- C25 Perry Weather Outdoor Warning System: Weather Stations - brief discussion noting that this system allows for more closely monitored weather in various areas;
- C26 Prequalification of Contractors - no discussion;
- C27 School Concurrency Proportionate Share Mitigation (PSM) Agreement between the Clay County School Board, Clay County, and Triple B Ranch, LLC (Anabelle Island Phase 3, 4, 5) - Lance Addison, Director of Facilities, Planning, and Construction, noted the need to engage in another PSM Agreement due to the opening of phases 3, 4, and 5;
- C28 Keystone Heights High School Visitor Concession Stand Contract Award - no discussion;
- C29 School Concurrency Proportionate Share Mitigation (PSM) Agreement First Amendment between the Clay County School Board, Clay County, and Creekview GP, LLC (Hyland Trail) - Lance Addison, Director of Facilities, Planning and Construction, noted that the new developer was approached to annex a portion of land necessitating this PSM; home numbers are not changing and the homes will be age-restricted;
- C30 Lake Asbury Junior High School Classroom Addition Guaranteed Maximum Price (GMP) Bid Package 2 (Construction) - no discussion;
- C31 Oakleaf Junior High School Classroom Addition Guaranteed Maximum Price (GMP) Bid Package 2 (Construction) - no discussion;
- C32 Schematic/Preliminary/Final (Phase I, II, and III) Plans and Specifications for Lake Asbury Junior High School Classroom Addition Guaranteed Maximum Price (GMP) Bid Package 2 (Construction) - Lance Addison, Director of Facilities, Planning and Construction, noted that both GMP items on this agenda had bid openings a week and a half ago, with estimations and the vetting of contractors ongoing; a direct purchase will be utilized, which will result in savings;
- C33 Schematic/Preliminary/Final (Phase I, II, and III) Plans and Specifications for Oakleaf Junior High School Classroom Addition Guaranteed Maximum Price (GMP) Bid Package 2 (Construction) - see comments on item C32;
- C34 Schematic/Preliminary/Final (Phase I, II, and III) Plans and Specifications for Lakeside Elementary School Kitchen/Cafeteria Renovations - no discussion

2. Review Neola Proposed Policy Options 0169.1 Public Participation at Board Meetings

Minutes:

Board members evaluated and discussed Neola proposed bylaw 0169.1. These policies will be advertised and adopted at a later date with all revised school board policies.

3. Discussion of Internal Auditor

Minutes:

Mrs. Hanson noted her opposition to comments Mrs. Bolla made at the June 6, 2024 meeting re retaining an Internal Auditor, citing disagreement with two of Mrs. Bolla's main reasons:

1. Reason - many audits already take place in the district. Mrs. Hanson indicated there are state audits every three (3) years but those audits are only on certain things, and no one is coming in to see if security can be improved. There is a paid external/internal audit once per year, but Mrs. Hanson states the same firm has audited for the past seven (7) years and the subject of their review is known prior to the review. It is recommended that an Internal Auditor be hired, changing to a different Internal Auditor every few years, without parameters, to come and review all financials.
2. Reason - affordability/expense. Mrs. Hanson supports having an extra pair of eyes on the taxpayers' dollars. Not being able to afford an Internal Auditor is why one is needed. The average cost is \$65K - 85K.

Jeremiah Blocker, School Board Attorney, shared FS 1001.42 and noted section L indicating that districts with funds/budgets over \$500M shall retain an Internal Auditor.

Mrs. Bolla indicated she brought up this issue at the last board meeting with the intention of being more transparent to the community. She does not see the need for an Internal Auditor when there are already audits that are published, the board has access to every account, an additional person to support the Coordinator of Internal Accounts has been approved, and she believes the cost of hiring a CPA would range from \$110K - \$120K. Purvis Gray has been used for audits for a number of years, but each year an RFP is conducted for this service and audits are available under the "financial transparency" portion of the district's website. She desired to educate the public as to what is currently being utilized and indicated Clay has a budget that is considerably smaller than St. Johns or Duval. Additionally, financial impacts have been felt by increased costs for legal services, safety and security, and parental choice scholarships. There is also the uncertainty of state requirements and no guarantee that the mill money will be provided again through the voters.

Mrs. Gilhousen suggested exploring budget management options through a firm such as Educational Resource Strategies, which can work with the board to delve into budget and provide suggestions on how to improve on processes and spending. Needs would be assessed to provide clearer direction prior to moving forward with creating and retaining an Internal Auditor position.

Mrs. Clark indicated she recently learned more about the processes of schools and noted the changes with how money is taken and purchases made. She indicated Purvis Gray ensures compliance with the "redbook" and indicated a need to understand the type of audit being done and needed. She wants to ensure the public understands the board is not wasting money. She supported Mrs. Gilhousen's proposal to obtain additional information through ERS. Mrs. Bolla clarified that she did not mean to insinuate money is being wasted, but more money is being spent as growth and requirements have increased and all funds need to be spent with the greatest care possible.

Mrs. Gilhousen shared prepared comments from Mrs. Skipper (not in attendance) expressing her strong support for establishing an Internal Auditor to safeguard financial assets and enhance public trust in the district's governance.

Mrs. Gilhousen requested Mr. Blocker research how to go about this process legally and to find out what other districts are doing in terms of budget size, auditing processes, firms, and expense. Mrs. Gilhousen will contact ERS for additional information to assess moving forward.

Questions from the Audience (None)

Superintendent Comments

[4. Superintendent Comments](#)

Minutes:

Superintendent Broskie provided an overview of summer training for teachers and school-based administrators. Topics being covered with administrators are intentional benchmark-aligned instruction and grading practices. Mrs. Hanson indicated a desire to focus on limiting the lowest quartile of students who are not able to read on grade level, setting parameters that will not allow weighted standards to skew master standard grading. Mr. Broskie advised there is an entire team working on this issue as well as focusing on student behavior, how to create classroom expectations for behavior, increase attendance, and address barriers to attendance issues. There are currently efforts underway to bring back truancy court, and there will be an entire day for training on school safety and the implementation of new requirements.

If moving forward with an Internal Auditor, the board will need to write a job description.

School Board Attorney Comments

[5. School Board Attorney Comments](#)

Minutes:

Lisa Miles, School Board Attorney, reported that a meeting with Judge Steven B. Whittington re truancy court went well and there is a follow-up meeting in July with the superintendent, the Douglas Firm, the Clerk's office, and the State Attorney's Office as well as Judge Forbess.

School Board Comments

[6. School Board Member Comments](#)

Minutes:

Mrs. Hanson expressed the need to explore programs that will allow more efficiency. Mr. Broskie noted that steps are taken to become more efficient, that Florida is 42nd in funding, and that the district has put an additional \$44M into salaries over the past three (3) years.

Mrs. Bolla extended congratulations to Mrs. Clark and Mr. Broskie for securing their respective positions. She officially announced that she is not running for school board member.

Adjournment (10:58 a.m.)

Superintendent of Schools

School Board Chair