



## School Board of Clay County

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

### June 5, 2025 - Regular School Board Meeting

**Date:** Jun 05 2025 (6:00 p.m.)

**Student Showcase** (None)

**Invocation** (Pastor James Younis, Lake Asbury Baptist Church)

**Pledge of Allegiance**

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

**Recognitions and Awards**

#### 1. Recognition of School Board of Clay County for Achieving Certified Board Status

**Minutes:**

Paula Coles, Florida School Boards Association, recognized the School Board of Clay County and Superintendent Broskie for completing FSBA's Master Board Reinstatement Program, consisting of seven (7) hours of training designed to prioritize student achievement through the five essential components of the FSBA Governance Model.

#### 2. Winners of the Len Mattiace Foundation Anti-Bullying Contest

**Minutes:**

Kellie Guilfoyle, Director of Climate and Culture, and Karen Olley, Student Services Support Specialist, recognized the winners of the Len Mattiace Foundation Anti-Bullying Campaign, a contest open to students in grades 6 through 8. Students submitted artwork/projects incorporating the themes of kindness, inclusion, and compassion. Student winners received awards ranging from \$1,000 to \$100 as well as certificates, hats, and t-shirts.

#### Len Mattiace Foundation Anti-Bullying Campaign Winners

- Zindli Allen, CHE, "A Stand Against Bullying" - \$1,000
- Melucena Baker, Betsy Moore, Chloe Wilkinson, Grace Wilton, Lily Wojick, OPJ, "How Our Hands Lift Others" - \$1,000
- Ellie Heric, TBE, "Anti-Bullying Project" - \$1,000
- Ryan Olley, GCJ, "Kindness Ripple Challenge" - \$500
- Elyn Morrison, Isabella Palovchik, Zoey Fishman, Cayden Hamilton, LAJ, "Video Kindness is Genuine" - \$500
- Nicholas Munro, Ty Hall, Jarmari Washington, CHE, "Staying Positive and Kind" - \$100
- Arabella Magliochetti, Zemirah Chatley, CHE, "Kindness Makes the World a Better Place" - \$100
- Zoey Kelly, CHE, "We are all People" - \$100
- Jordan Woods, CHE, "Essay Stop the Bullying Contest" - \$100
- Maelee Stewart, CHE, "Rewind and Be Kind" - \$100
- Reese Phillips, GCJ, "Canva Design" - \$100
- Dalton Daniels, Jacob Mastroserio, Michael Rushford, Ronald Walker, William Aviles, Colton Bergin, Alex DeLaCruz, KHH, "Kick Bullying Out of Our School - PBS Unit" - \$100
- Brooklyn Watt, Maya Westfall, OPE, "Eagle Encouragement Boxes" - \$100
- Lily Aftuck, Mackenzie Havens, SPS, "Stop the Bullying video" - \$100
- Naomi Mora, Taylor Linton, SPS, "PPT" - \$100
- Candy Huang, TBE, "Peace" - \$100
- Chloe Barrett, TBE, "Instead of Make it Break It" - \$100

### 3. 2025-2026 Drug-Free Schools Calendar Design Winners

#### **Minutes:**

Karen Olley, Student Services Support Specialist, and Donna Wethington, Clay Action Coalition, recognized the 2025=2026 Drug-Free Schools Calendar Design Winners:

- Aarya Perry, 2nd, LES - Front Cover
- Madeleine Wood, 3rd, OPE - Inside Cover
- Nora Trude, K, PES - August
- Avery Dalton, 5th, LES - September
- Avryl Akers, 6th, PES - October
- Brandi Gadson, 4th, DIS - November
- Kamryn Barthel, 5th, SPS - December
- Julianna Tiedeman, 4th, CGE - January
- Olasia Washington, 1st, AES - February
- Alice Brown, 3rd, MBE - March
- Maxwell McCrosky, K, OPE - April
- Hannah Shipman, 1st, MBE - May
- Grace Harper, 5th, FIE - June
- Andrea Diaz, 5th, POE - July

### 4. Recognize Students with Perfect Attendance, K-6, K-8, and K-12

#### **Minutes:**

Superintendent Broskie recognized Dan Footman, Oakleaf High School, for achieving perfect attendance for grades K - 12, a total of thirteen years perfect attendance.

### 5. Recognition of Athletic State Champions, Student Athletes of the Month, and Coaches of the Month

#### **Minutes:**

Jay Stilianou, Coordinator of District Athletics, recognized the following athletes and coaches:

#### Athletes of the Month

- Ava Clinkscale, MHS
- Erabella Conant, KHH
- Charley Maddox, OHS
- Kadence Massey, KHH
- Olivia Sikes, FIH

#### Coaches of the Month

- Christopher Foy, OHS
- Michael Nesmith, OPH
- Rhiannon Weiskopf, MHS
- Sean Coultis, FIH
- Jared Moses, CHS

#### State Champions:

- Elijah Mize, KHH, Boys Weightlifting
- Noah Shevchuck, OHS, Boys Weightlifting
- Mikayayla Shavers, FIH, Track and Field

### 6. Visual Arts Highlights

#### **Minutes:**

Chris Gugel, Fine Arts Curriculum Specialist, reviewed Fine Arts highlights from the 2024-2025 school year and recognized "Best in Show" art winners as follows:

- Benjamin Costanza (RHS), "Destination Polaroids", 2D Best in Show High School
- Adrian Von Bargaen (OPH), "Counting Sheep", 3D Best in Show High School
- Allison Tomkins (LJH), "Self Portrait", 2D Best in Show Junior High School
- Aydielle Brown (LJH), "Bluebird", 3D Best in Show Junior High School

## 7. Recognize Social Studies Teachers of the Year

### **Minutes:**

Mary Owen, Social Studies Curriculum Specialist, recognized the district's selections for Social Studies Teachers of the Year. These awards, sponsored by the Florida Council for Social Studies, recognize teachers who facilitate exceptional social studies education and inspire student learning in grades K - 12.

- Karen Steinmetz (LAE), Clay County's nominee for the FCSS Outstanding Social Studies Teacher of the year in the Elementary Division
- Courtney Clanton (BLC), Clay County's nominee for the FCSS Outstanding Social Studies Teacher of the Year in the Middle School Division
- Madison Johnson (FIH), Clay County's nominee for the FCSS Outstanding Social Studies Teacher of the Year in the Senior High Division
- Barbara Mackenzie (WJH), Clay County's nominee for the Excellence in Teaching History Award
- Tammy Shannon (OPH), Clay County's nominee for the Warren Tracy Beginning Teacher Award
- Sharon Moore (RHS), Clay County's nominee for the Clay Civics Champion Award

Mrs. Shannon and Ms. Mackenzie will compete for the state award, which will be announced in October.

### **Presenters**

## 8. Safety and Security Quarterly Report (Q4)

### **Minutes:**

Matthew Boyack, Director of Safety and Security, reported that, per section 1001.212(13)(c), Florida Statutes, the Office of Safe Schools is required to provide quarterly reports to each district school superintendent and school safety specialist, identifying the number and percentage of schools, including charter schools, inspected or reinspected during that quarter and the number and percentage of inspected schools that had no school safety requirement deficiencies. The school safety specialist shall present each quarterly report to the district school board in a public meeting.

In the fourth quarter of the 2024-2025 school year, Clay County District Schools had four schools inspected or reinspected by the FLDOE Office of Safe Schools. This represents approximately 9% of total schools. All four of the inspected schools were found to not have any school safety requirement deficiencies. The annual running total for the 2024-2025 year is 21 out of 25, or 84%, of state inspections passing with no compliance issues.

Mr. Boyack thanked the school leaders, teachers, and support staff for working together on a daily basis to keep schools safe, addressing challenges and prioritizing safety. The serious commitment of the School Board and Superintendent to school safety was also appreciated.

### **School Showcase (None)**

### **Presentations from the Audience (Public Comment on Specific Agenda Items)**

## 9. Public Comment on Specific Agenda Items

### **Minutes:**

Public speakers on specific agenda items were heard during the Public Hearings for those agenda items.

### **Discussion Agenda**

#### **School Board Member**

## 10. D1 - Appoint One Board Member and One Citizen Member to Serve on the 2025 Value Adjustment Board

### **Minutes:**

Michele Hanson will continue to serve on the Value Adjustment Board and will contact citizen member Joe Wiggins to assess his willingness to also serve again.

## 11. D2 - Appoint One Board Member to Serve as Florida School Boards Association Advocacy Committee Representative and One Board Member to Serve as Advocacy Committee Alternate

### **Minutes:**

Michele Hanson will continue to serve as Florida School Boards Association Advocacy Committee Representative. Ashley Gilhousen will continue to serve as Advocacy Committee Alternate.

12. D3 - Public Hearing to Approve as Advertised a Comprehensive Document entitled "Bylaws and Policies of the School Board of Clay County" and Rescind all Bylaws and Policies Heretofore Adopted by the School Board of Clay County

[Legal Adv Notice of PH Adopt Bylaws and Policies and Rescind Bylaws and Policies.pdf.pdf](#)

[1000 Admin Final.pdf](#)

[2000 Programs Final.pdf](#)

[3000 Instructional Final.pdf](#)

[4000 Suport Final.pdf](#)

[5000 Students Final.pdf](#)

[6000 Finances Final.pdf](#)

[7000 Property Final.pdf](#)

[8000 Operations Final.pdf](#)

[9000 Community Relations Final.pdf](#)

[Board Bylaws Final.pdf](#)

**Minutes:**

Chair Skipper opened the public hearing. Public speakers addressing this item:

- Tanya Kacsan
- Dawn Hall
- Judith Chapple

**Motion**

Motion to Approve as Advertised a Comprehensive Document entitled "Bylaws and Policies of the School Board of Clay County" and Rescind all Bylaws and Policies Heretofore Adopted by the School Board of Clay County

**Vote Results ( Approved )**

Motion: Ashley Gilhousen

Second: Beth Clark

Ashley Gilhousen - Aye

Beth Clark - Aye

Michele Hanson - Aye

Erin Skipper - Aye

Robert Alvero - Aye

**Human Resources**

13. D4 - Human Resources Special Action A

Special Action A - June 5, 2025.pdf (Confidential)

**Motion**

Motion to Approve Human Resources Special Action A

**Vote Results ( Approved )**

Motion: Ashley Gilhousen

Second: Michele Hanson

Ashley Gilhousen - Aye

Beth Clark - Aye

Michele Hanson - Aye

Erin Skipper - Aye

Robert Alvero - Aye

14. D5 - Human Resources Special Action B

**Motion**

Motion to Approve Human Resources Special Action B

**Vote Results ( Approved )**

Motion: Michele Hanson

Second: Robert Alvero

Ashley Gilhousen - Aye

Beth Clark - Aye

Michele Hanson - Aye

Erin Skipper - Aye

Robert Alvero - Aye

**Instruction-Climate and Culture**

15. D6 - Public Hearing to Approve as Advertised Revisions to Student and Family Handbook with Code of Student Conduct

2025 legal-adv-notice-of-ph-student-and-family-handbook-and-code-of-student-conduct.pdf

Board Redline Draft 2025\_2026 - CCDS Student and Family Handbook and Code of Student Conduct.pdf

Summary of Changes - 25\_26 Code of Conduct.pdf

**Minutes:**

Chair Skipper opened the public hearing. Public speakers addressing this item:

- Tanya Kacsan

Board members and Superintendent Broskie discussed that state statute will always prevail and hold accountability over board policy. Procedures will be developed to align with and enforce policies. Mrs. Hanson would like the board to begin a review of the entire Student and Family Handbook with Code of Student Conduct to provide ample time for the board to review and ensure its correctness.

**Motion**

Motion to Approve as Advertised Revisions to Student and Family Handbook with Code of Student Conduct

**Vote Results ( Approved )**

Motion: Michele Hanson

Second: Beth Clark

Ashley Gilhousen - Aye

Beth Clark - Aye

Michele Hanson - Aye

Erin Skipper - Aye

Robert Alvero - Aye

**Consent Agenda**

**Superintendent**

16. C1 - Minutes of School Board Workshop on April 22, 2025; Student Hearings and Regular Meeting on May 1, 2025

2025 Apr 22 Workshop.pdf

2025 May 1 Student Hearings.pdf (Confidential)

2025 May 1 Regular Mtg.pdf

**School Board Member**

17. C2 - Approval to Advertise and Notice of Public Hearing to Adopt School Board Policies entitled Bylaws-Agendas; Parent Organizations; Booster Clubs and Other Outside Support Organizations; Parent and Family Involvement in the School Program; Use of District Facilities, Grounds & Equipment; Wellness; and Transportation;

[Legal Adv Notice of PH Adopt Bylaws and Policies and Rescind Bylaws and Policies \(2\).pdf](#)

[Proposed Policies 0165.1; 2111; 7510; 8510; 8600; 9210; 9211.pdf](#)

## **Human Resources**

[18. C3 - Personnel Consent Agenda](#)

[Personnel Consent Agenda 6-5-2025.pdf](#)

## **Instruction-Academic Services**

[19. C4 - Daily Hours for Teachers and Students for School Year 2025-26](#)

[CCDS School-hours-2025-2026.pdf](#)

[20. C5 - Approval to Advertise and Notice of Public Hearing to Approve Modifications to the 2024-2025 Student Progression Plan](#)

[Summary of Changes - 25-26 SPP.pdf](#)

[2025-26 SPP Draft for Approval.pdf](#)

[Legal Adv Notice of PH Modifications to 2024-2025 Student Progression Plan.pdf](#)

## **Instruction-Adult Education**

[21. C6 - Inter-agency Agreement: School Board of Clay County and the Department of Military Affairs](#)

[1 250184 FLYCA.pdf](#)

[Executed 250184.pdf](#)

## **Instruction-Career and Technical Education**

[22. C7 - CTE Overnight and Out-of-State Travel](#)

## **Instruction-K-12 Academic**

[23. C8 - K-12 Academic Services Out of State and Overnight Student Travel](#)

[June 2025 Student Travel.pdf](#)

[24. C9 - Proposed PACE Employee and Student Calendar for 2025-2026 School Year](#)

[PACE 25-26 Calendar.pdf](#)

## **Instruction-Professional Development**

[25. C10 - Affiliation Agreement between Clay County District Schools and Valencia College \(VC\)](#)

[250156 Valencia College.pdf](#)

[Executed 250156 Valencia College.pdf](#)

## **Instruction-Climate and Culture**

[26. C11 - Approval to Advertise and Notice of Public Hearing to Amend the 2025-2026 to Student & Family Handbook and Code of Student Conduct](#)

[2025-2026 Amendment to Student and Family Handbook and Code of Conduct Section 6.4.pdf](#)

[Legal Adv Notice of PH Student and Family Handbook and Code of Student Conduct.pdf](#)

## **Business Affairs**

[27. C12 - Proposed Allocation Changes for 2025-2026](#)

[06.05.25 - 25-26 Allocation Summary.xlsx.pdf](#)

[28. C13 - Proposed Allocation Changes for 2024-2025](#)

[06.05.25 - 24-25 Allocation Summary.xlsx - 2024-25.pdf](#)

## **Business Affairs-Accounting**

[29. C14 - Monthly Financial Reports April 2025](#)

[April 2025 Property.pdf](#)

[April Financials 5-23-25.pdf](#)

[30. C15 - BUDGET AMENDMENT REPORT FOR April 30, 2025](#)

[April 2025 Budget Amendment Statement.pdf](#)

#### **Business Affairs-Payroll**

[31. C16 - Approval of the 2025-2026 Florida Youth Challenge Payroll Calendar](#)

[2025-2026 Work Dates - 10 month FYCA Employees\\_PENDING BOARD APPROVAL 6-5-25.pdf](#)

#### **Business Affairs-Property**

[32. C17 - DELETION OF CERTAIN ITEMS REPORT May, 2025](#)

[DELETION ANALYSIS REPORT MAY 2025.pdf](#)

#### **Business Affairs-Purchasing**

[33. C18 - BID Renewals](#)

#### **Operations**

[34. C19 - Transportation Bus Planner GPS+ 5 year Agreement Proposal #3208](#)

[250190 BusPlanner Amendment 2.pdf](#)

#### **Operations-Facilities**

[35. C20 - Change Order #1 for Orange Park High School Gym/Locker Room Renovation](#)

[Change order C33 2024 2025 OPH Gym Locker Reno.pdf](#)

[36. C21 - Change Order #2 for Clay High School Roof Repair/Replacement](#)

[Change Order #2 CHS Roof Repair Replacement](#)

[37. C22 - Clay Electric Cooperative, Inc. Right-of-Way Easement at Middleburg High School](#)

[250170 Clay Elec MHS Right of Way\\_cmapprvd.pdf](#)

[38. C23 - Substantial Completion of Clay High School Roof Repair/Replacement](#)

[Certificate of Substantial Completion for CHS Roof Repair](#)

[39. C24 - Change Order #1 \(Direct Purchasing\) for RideOut Elementary School Classroom Addition](#)

[Change Order #1 \(Direct Purchasing\)\\_ROE Classroom Addition](#)

[40. C25 - Final Completion of Keystone Heights High School Safety & Security Single Key Access](#)

[Certificate of Final Completion - KHS Single Key Access](#)

[41. C26 - Prequalification of Contractors](#)

[Table for Board Backup Contractor Prequal, 6.5.25](#)

[42. C27 - Keystone Heights High School HVAC Repair/Replacement Contract Award](#)

[KHS HVAC Repair Contract](#)

[KHS HVAC Repair Contract Cont.](#)

[43. C28 - Change Order #5 for Lakeside Elementary School Kitchen Renovation](#)

[Change Order #5 LSE Kitchen Renovation](#)

[44. C29 - School Concurrency Proportionate Share Mitigation \(PSM\) Agreement between the Clay County District Schools and DFH Land, LLC \(Bella Lago Townhomes Phase II\).](#)

[Prop Share Mitigation Agreement DFH Land LLC.pdf](#)

#### **Adoption of Consent Agenda**

#### [45. 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

- Aye

Erin Skipper

- Aye

Robert Alvero

- Aye

#### **Presentations from the Audience (Public Comment on Non-Specific Agenda Items)**

##### [46. Public Speakers on Non-Specific Agenda Items](#)

##### **Minutes:**

Public speakers on non-specific agenda items:

- Judith Chapple

**CCEA Update** (Victoria Kidwell)

**CESPA Update** (None)

#### **Superintendent's Update and Presentations**

##### [47. Superintendent's Update](#)

##### **Minutes:**

Superintendent Broskie shared the attached visual presentation highlighting the following:

- Class of 2025 Graduates
- Summer Leadership
- Summer Meal Program
- Aptegy's Rooms
- Reminder: Kindergarten Registration
- Upcoming Events

#### **School Board Attorney Remarks**

##### [48. School Board Attorney Comments](#)

##### **Minutes:**

John Steinmetz, School Board Attorney, advised that the Legal Office will be providing a legislative update with a few items having direct impact on the school board.

#### **School Board Member Remarks**

##### [49. School Board Member Comments](#)

##### **Minutes:**

Mrs. Gilhousen appreciated the wonderful end to the school year, noting positive movement academically and athletically. She enjoyed the festivities with graduation as the capstone and wished all a safe and enjoyable summer.

Mr. Alvero noted he has dedicated significant time in getting to know school administrators and has responded to concerned citizens, teachers, and administrators re concerns. He attended four high school graduations and enjoyed celebrating the achievement of all of those students. He expressed hopes for a brighter future and is proud to serve as District 2 School Board Member.

Mrs. Clark enjoyed elementary graduations as well as high school ceremonies. She was impressed with Neola and their work and noted the hard work of staff and Neola to bring forth policies. She would like the school board to find a way for students to retain an



interest in going into school libraries and noted the Dolly Parton Imagination Library as important for children to develop a love of reading. She hopes that all employees and students will return safely following a great summer.

Mrs. Hanson expressed her joy at watching the successes of Clay County students. She asked about the timeline for archiving old policies and making newly adopted policies available, and Mr. Broskie advised that would happen immediately. She noted the public's ability to access minutes from board meetings and suggested providing the public with a brief paragraph about upcoming agenda items. She also wants there to be an examination of why a parent would withdraw their child from public school and how students can be retained and earned back. She expressed appreciation for her service on the board.

Mr. Broskie briefly commented that the Family and Community Engagement department is involved in conducting surveys and tracking specific data re why students are leaving and where they are going. He proposed a presentation of data that will reflect enrollment trends for the board's edification.

Mrs. Skipper stated that community forums were previously held and changes made to related policies have been little. She encourages the public to reach out about policies as these can be brought back to the board for consideration. Many policies are statutorily driven and the extensive policy review ensures policies are current, with statutes always trumping policies. She assured the public that statute would be followed. She noted the School Board flyer that has been sent out to share board business, upcoming events, how funds are being expended, and what the board is doing as elected officials.

**Adjournment** (8:06 p.m.)

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**Superintendent of Schools**

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**School Board Chair**