



School Board of Clay County

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

March 6, 2025 - Regular School Board Meeting

Date: Mar 06 2025 (6:00 p.m.)

Student Showcase (Spring Park Elementary, Kaitlynn Tobias, Music Teacher)

Invocation (Ashley Gilhousen)

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 Students Receiving Gold Key Awards in Scholastic Art Contest](#)

[Scholastic Gold Key Winners SB Recognition.pdf](#)

Minutes:

Chris Gugel, Fine Arts Curriculum Specialist, recognized four students receiving the Gold Key Awards in this year's Scholastic Art Contest as follows:

- Katie Moffitt, Lakeside Junior High
- Hailey Nalepa, Lake Asbury Junior High
- Jaden Poole, Fleming Island High
- Allison Tomkins, Lakeside Junior High

[2. Athletics Recognition of State Champions](#)

[March Athletics Recognition- School Board Meeting 3_6_25.pdf](#)

Minutes:

Jay Stilianou, Coordinator of District Athletics, recognized the following State Champions:

[Middleburg - 2A Girls Weightlifting Traditional State Champions](#) - Rhiannon Weiskopf, Coach, and Assistant Coaches Ben Traywick, Chase Weiskopf

- Ash Piniero
- Trinity Woodley
- Kinzy Alexander
- Juliana White
- Emily Herren
- Reilly Herren
- KK Hagan
- Caylee Johnson
- Madison Underwood
- Kerra Clarida
- Lilly Williams
- Ava Clinkscale

[Fleming Island - 2A Girls Weightlifting Olympic State Champions](#) - Sean Coultis, Head Coach, and Leah Anderson, Assistant Coach

- Kyla Marshall

- Bradi Johnson
- Haley Elkins
- Kathryn Ward
- Lily O'Steen
- Juliana Sosa
- Peyton Coultis
- Layla DeCristofaro

2025 Girls Weightlifting Individual State Champions:

- Bradi Johnson (FIH) - Traditional and Olympic State Champ
- Emma Heck (CHS) - Traditional and Olympic State Champ (4x) and State Record in Snatch

Clay High Cheer - Class 1A Medium Co-Ed - Daniel Richardson and Lori Davis, Coaches

- Amiyah Pena
- Ashlyn Miles
- Bailey Colvard
- Carleigh Kierbow
- Chloe Whitmarsh
- Emily Winkler
- Jordan Stacy
- Kalyn Mitchell
- Kylie Horne
- Madison Garza
- Morgan McMinn
- Noah Johnson
- Otis Reynolds
- Saige Knapp
- Sophia Hanson
- Taylor Ledford
- Tyler Labelle
- Zayden Merry

Presenters

[3. EDFIRST Citizens Advisory Committee Update](#)

[ED.F.I.R.S.T CAC Validation Presentation \('24\) 3-6-2025.pdf](#)

Minutes:

Bryce Ellis, Assistant Superintendent of Operations, provided the attached visual presentation of the Education Facility Infrastructure Restricted Sales Tax (EdFIRST) timeline, financial revenue report, EdFIRST projects, and the Citizens Advisory Committee validation report. Glen Stroman, Citizen Advisory Council Committee Vice Chair, provided an overview of the Citizens Advisory Committee and validated the reported findings.

School Showcase (Spring Park Elementary, Principal Tiffany Outman)

Presentations from the Audience (Public Comment)

[4. Public Comment](#)

Minutes:

There were no public speakers addressing specific agenda items.

Public speakers addressing non-specific items (heard following the adoption of the consent agenda):

- Liz Crane
- Lynda Lyons
- Sylvia McCranie
- James Youell
- Judith Chapple
- Shelly Hughes
- Sheila Torres
- Chanda Holsley
- Bruce Friedman

Discussion Agenda

Human Resources

5. D1 - Human Resources Special Action A

Special Action A - 3_6_25.pdf (Confidential)

Motion

Motion to Approve Human Resources Special Action A

Vote Results (*Approved*)

Motion: Michele Hanson

Second: Ashley Gilhousen

Ashley Gilhousen

- Aye

Beth Clark

- Aye

Michele Hanson

- Aye

Erin Skipper

- Aye

Robert Alvero

- Aye

6. D2 - Human Resources Special Action B

Special Action B - March 6, 2025.pdf (Confidential)

Motion

Motion to Approve Human Resources Special Action B

Vote Results (*Approved*)

Motion: Ashley Gilhousen

Second: Beth Clark

Ashley Gilhousen

- Aye

Beth Clark

- Aye

Michele Hanson

- Aye

Erin Skipper

- Aye

Robert Alvero

- Aye

7. D3 - Human Resources Special Action C

Minutes:

There was no Human Resources Special Action C.

8. D4 - Human Resources Special Action D

Minutes:

There was no Human Resources Special Action D.

Business Affairs

9. D5 - 2025-2026 Staffing Package Pending Board Approval

2025-26 Staffing Plan Pending Board Approval 03-06-25.pdf

Motion

Motion to Approve 2025-2026 Staffing Package

Vote Results (*Approved*)

Motion: Ashley Gilhousen

Second: Robert Alvero

Ashley Gilhousen

- Aye

Beth Clark - Aye
Michele Hanson - Aye
Erin Skipper - Aye
Robert Alvero - Aye

Business Affairs-Purchasing

10. D6 - RFP Award

[250133 Service Agreement for RFP 24-MA-333 Athletic Field Maintenance Services_Agrow Pro LLC.pdf](#)

[250133 Service Agreement for RFP 24-MA-333 Athletic Field Maintenance Services_Rotolo Consult Inc.pdf](#)

[Executed 250133 Agrow Pro.pdf](#)

[Executed 250133 Rotolo.pdf](#)

Minutes:

Ashley Gilhousen, School Board Member, District 5, provided CE Form 8A Memorandum of voting Conflict for State Officers and recused herself from voting on this item.

Motion

Motion to Approve RFP Award

Vote Results (Approved)

Motion: Michele Hanson

Second: Beth Clark

Ashley Gilhousen

- Abstain

Beth Clark

- Aye

Michele Hanson

- Aye

Erin Skipper

- Aye

Robert Alvero

- Aye

Consent Agenda

Superintendent

11. C1 - Minutes of School Board Workshop on January 28, 2025; Student Hearings and Regular Meeting on February 6, 2025

[2025 Jan 28 Workshop.pdf](#)

2025 Feb 6 Student Hearings.pdf (Confidential)

[2025 Feb 6 Regular Mtg.pdf](#)

12. C2 - Proclamation #25-11, Clay County Agricultural Fair

[Proclamation 25-11 2025 Clay County Fair.pdf](#)

School Board Member

13. C3 - Approve the Nomination for the Internal Audit Committee Members (Information Only).

Human Resources

14. C4 - Personnel Consent Agenda

[Personnel Consent Agenda 3.4.25 \(1\).pdf](#)

15. C5 - Appointment of Clay County School Board's CCEA and CESPBA Bargaining Team Members for 2025-2026

[2025-2026 District Bargaining Team Members.pdf](#)

Instruction-Academic Services

16. C6 - Elementary Student Out of State Travel

[Elem out of state travel.pdf](#)

Instruction-Adult Education

[17. C7 - MOU between Clay County District Schools and CareerSource Northeast Florida](#)

[250132 Career Source MOU.pdf](#)

[Executed MOU_CCDS_CareerSource NE FL.pdf](#)

Instruction-K-12 Academic

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

[March 2025 Student Travel.pdf](#)

Instruction-Climate and Culture

[19. C9 - Proclamation of School Social Work Week MARCH 2-8, 2025](#)

[2025 School Social Work Week Proclamation.pdf](#)

Business Affairs

[20. C10 - Proposed Allocation Changes for 2024-2025](#)

[03.06.25 - 24-25 Allocation Summary.pdf](#)

[21. C11 - Proposed Allocation Changes for 2025-2026](#)

[03.06.25 - 25-26 Allocation Summary - 2024-25.pdf](#)

Business Affairs-Accounting

[22. C12 - Monthly Financial Reports for January, 2025](#)

[January 2025 Monthly Board Property Report.pdf](#)

[Contracts Signed by Superintendent for 50K to 100K.pdf](#)

[January 2025 Monthly Board Financial Report.pdf](#)

[23. C13 - Budget Amendment Report for January 31, 2025](#)

[Jan 2025 Budget Amendment Stmt.pdf](#)

Business Affairs-Payroll

[24. C14 - Approval of the 2025-2026 Payroll Calendars](#)

[2025-2026 Master Payroll Calendar Pending March 2025 Board Approval.pdf](#)

[2025-2026 Payroll Employee Work Days Pending March 2025 Board Approval.pdf](#)

[2025-2026 Work Dates - 9 month Employees Pending March 2025 Board Approval.pdf](#)

[2025-2026 Work Dates - 10 month Employees Pending March 2025 Board Approval.pdf](#)

[2025-2026 Work Dates - 11 month Employees Pending March 2025 Board Approval.pdf](#)

[2025-2026 Work Dates - 12 month Employees Pending March 2025 Board Approval.pdf](#)

Business Affairs-Property

[25. C15 - DELETION OF CERTAIN ITEMS REPORT FEBRUARY, 2025](#)

[DELETION OF CERTAIN ITEMS REPORT FEBRUARY, 2025.pdf](#)

Business Affairs-Purchasing

[26. C16 - BID Renewals](#)

[27. C17 - Contract Renewal - County-Wide Architectural Services up to \\$4 Million Contract Award](#)

[28. C18 - BID Award](#)

Operations-Facilities

29. C19 - Contract Award for Orange Park High School Gym/Locker Room Renovations

[Orange Park Gym Final.pdf](#)

30. C20 - Substantial and Final Completion of Orange Park High School Safety & Security: Emergency Communications

[OPH Emergency Communications Certificate of Substantial and Final Completion](#)

31. C21 - Substantial and Final Completion of Keystone Heights High School Visitor Concession Stand

[KHS Visitor Concession Stand Certificate of Substantial and Final Completion](#)

32. C22 - Tynes Elementary School HVAC Repair/Replacement Contract Award

[TES HVAC Contract](#)

33. C23 - Clay High School Roof Repair/Replacement Contract Award

[Contract for CHS Roof Repair Replacement](#)

34. C24 - Wilkinson Junior High School Control Access Contract Award

[WJH Control Access Contract](#)

35. C25 - Green Cove Springs Junior High School CTE Lab Upgrades Contract Award

[Contract for GCJ CTE Lab Upgrades](#)

36. C26 - Orange Park High School Restroom Renovation Contract Award

[OPH Restroom Renovation Contract](#)

37. C27 - Substantial and Final Completion of Ridgeview High School Safety & Security: Emergency Communications

[RHS Emergency Communications Certificate of Substantial & Final Completion](#)

38. C28 - Substantial and Final Completion of Fleming Island High School Safety & Security: Emergency Communications

[FIH Emergency Communications Certificate of Substantial & Final Completion.pdf](#)

39. C29 - Substantial and Final Completion of Middleburg High School Safety & Security: Emergency Communications

[MHS Emergency Communications Certificate of Substantial & Final Completion](#)

40. C30 - Substantial and Final Completion of Oakleaf Junior High School Safety & Security: Emergency Communications

[OJH Emergency Communications Certificate of Substantial & Final Completion](#)

41. C31 - Substantial and Final Completion of Oakleaf High School Safety & Security: Emergency Communications

[OHS Emergency Communications Certificate of Substantial & Final Completion](#)

42. C32 - Substantial and Final Completion of Keystone Heights High School Safety & Security: Emergency Communications

[KHS Emergency Communications Certificate of Substantial & Final Completion.](#)

43. C33 - Substantial and Final Completion of Clay High School Safety & Security: Emergency Communications

[CHS Emergency Communications Certificate of Substantial & Final Completion](#)

44. C34 - Contract Award for Orange Park High School Athletic Field Lighting

[Orange Park Athletic Field Lighting Final.pdf](#)

45. C35 - Contract Award for Keystone Heights Jr/Sr High School Security Lighting Repair/Replacement

[Keystone Heights Jr Sr High Security Lighting Repair.pdf](#)

46. C36 - Plantation Oaks Elementary School Fire Alarm Repair/Replacement Contract Award

[Contract for POE Fire Alarm Repair Replacement](#)

47. C37 - Tynes Elementary School Fire Alarm Repair/Replacement Contract Award

[Contract for TES Fire Alarm Repair Replacement](#)

48. C38 - Oakleaf Village Elementary School Fire Alarm Repair/Replacement Contract Award

[Contract for OVE Fire Alarm Repair Replacement](#)

49. [C39 - Orange Park Junior High School Restroom Renovation Contract Award](#)

[Contract for OPJ Restroom Renovation](#)

50. [C40 - RideOut Elementary School Classroom Addition Guaranteed Maximum Price \(GMP\) Contract](#)

[ROE GMP Contract Amendment 1 \(1\).pdf](#)

51. [C41 - Prequalification of Contractors](#)

[Table for Board Backup Contractor Pregual, 3.6.25](#)

52. [C42 - Change Order #2 \(Direct Purchasing\) for Lake Asbury Junior High School Classroom Addition](#)

[Change Order #2 \(Direct Purchasing\) for LAJ Classroom Addition](#)

Adoption of Consent Agenda

[53. Adoption of Consent Agenda](#)

Motion

Motion to Adopt Consent Agenda

Vote Results (*Approved*)

Motion: Michele Hanson

Second: Robert Alvero

Ashley Gilhousen

- Aye

Beth Clark

- Aye

Michele Hanson

- Aye

Erin Skipper

- Aye

Robert Alvero

- Aye

CCEA Update (Victoria Kidwell)

CESPA Update (Lonnie Roberts)

Superintendent's Update and Presentations

[54. Superintendent's Update](#)

[Superintendent's Update 03-06-2025.pdf](#)

Minutes:

Superintendent Broskie shared the attached visual presentation highlighting the following:

- Schools of the Month
- February Highlights
- New OneClay App
- Upcoming Events

School Board Attorney Remarks

[55. School Board Attorney Comments](#)

Minutes:

John Steinmetz, School Board Attorney, advised the board that a shade meeting will be held on March 25, 2025.

School Board Member Remarks

[56. School Board Member Comments](#)

Minutes:

Mr. Alvero advised he has been touring the schools, visiting seven secondary schools as well as some elementary schools, noting that a log of good things are happening for the children of Clay County.

Mrs. Clark attended the 2nd annual Women in Agriculture luncheon, noting the essential role that agriculture plays as a provider of food and advising of the availability of agriculture field trips and sharing positive personal experiences in the field of agriculture. She commented on the recently released Auditor General's report and upcoming information re health insurance. She hopes the Dolly Parton Imagination Library will make great strides in 2025 in making children reading-ready by the time they come to school. Additional funds are needed to extend beyond the current two zip codes, and contributions from individuals and organizations are welcome. She also appreciated the work done by the members of the EDFIRST Committee as well as those who volunteer their time to serve on the Internal Audit Committee.

Mrs. Hanson has attended numerous events this past month. She is proud of the arrangement made for internal auditing services, pleased that the Internal Audit Committee will start in April, and impressed with the number of qualified volunteers who will serve the community on this committee. She was impressed with Family STEAM night at Keystone Heights Elementary, the district spelling bee, an S.B. Jennings musical performance, the new concession stand at Keystone Heights Jr./Sr. High, and the pavilion and improved playground equipment at McRae Elementary. She appreciated the tax money from Clay County citizens and advised these funds have reached every school in some way. She has visited 21 schools, talking with teachers, and noting their contributions and the importance of working together to find solutions to retain teachers.

Mrs. Gilhousen has spent considerable time on sports fields and in the gymnasium enjoying after-school athletic events. She noted the impressive representation of female athletes in the county. She believes the resounding theme being expressed and shared is the need for parent engagement with their kids. The recent Safety and Security seminar provided a great starting point to have conversations because parents are the primary educators of children and that important relationship can not be replaced.

Mrs. Skipper reflected on the State of Schools address and advised that she has been going into the community and speaking with clubs and organizations, on behalf of the accomplishments of the board and district, on what has been done to further student success. She noted the specific allocation of some funding and the many moving parts to the district, appreciating the time spent with community members and leaders. She appreciated the new concession stand and indicated her support for agriculture, anticipating students being active participants in the upcoming Clay County Agricultural Fair.

Adjournment (8:15 p.m.)

Superintendent of Schools

School Board Chair