



School Board of Clay County

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

October 28, 2025 School Board Workshop

Date: Oct 28 2025 (9:00 a.m.)

Invocation (Erin Skipper)

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

Workshop Items

1. RSM Update Discussion

[DRAFT - RSM Dashboard 10-3-25.pdf](#)

Minutes:

Matthew Blondell, RSM LLC, provided an update on the internal audits being performed for Clay County District Schools. A dashboard has been created to provide monthly updates to the board and Internal Audit Committee (IAC) members summarizing the ongoing projects, state of completion, and next steps. Contract compliance and cybersecurity are the areas being audited. The contracts that will be audited were selected from a list of contracts obtained from procurement and focus on high-risk contracts based on cost, longevity, and amendments. Data is currently being gathered in preparation for the field work. The cybersecurity audit team has completed their internal and external penetration testing and will be discussing the findings with the ITS department and preparing a finalized report. Due to security issues, there will be a public report as well as a comprehensive report for the board and IAC to review. Conversations to establish next year's plan will take place over the summer. Information shared with the public varies from district to district.

Mrs. Skipper obtained consensus from the board to have a private meeting with RSM following the areas of examination being completed. Mrs. Hanson suggested that the website location of the IAC information would be improved by being placed on the School Board Member page. Superintendent Broskie advised that a tab would be created to include IAC information on the school board member page. Mrs. Hanson also suggested that the meetings be streamed and recorded for greater transparency and for interested parties to watch. Board consensus was obtained to record the meetings and post the dashboard with all other IAC information.

2. School Board Member Business

Minutes:

Mrs. Skipper proposed potential revisions to School Board Policy 3140.01, suggesting language that would provide for greater collaboration with the superintendent on certain employee discipline matters.

Mrs. Hanson indicated that recent community input has prompted and confirmed the need for greater collaboration with the superintendent, particularly with volatile subject matter. She advised that other school boards do have the requested verbiage that allows the board to weigh in on special actions and have discussions in confidence. Mrs. Skipper and Mrs. Clark expressed support for adding language back into the policy. Mrs. Gilhousen expressed the need to be very careful legally in these discussions. Jeremiah Blocker, School Board Attorney, noted that the decision rests with the board and that the original review of the Neola template had language removed, noting the large amount of discipline that can take place. Mrs. Gilhousen advised that the policy governs what is added to the agenda and care must be taken not to break policy and past precedent and to ensure that all employees are treated equally.

Mr. Blocker suggested that codifying language noting "public concern" could provide consistency for legal challenges. Mrs. Clark advised she is concerned with lawsuits and the potential for the board not to agree on actions. Mrs. Skipper expressed concern that not all individuals would interpret situations that rise to the level of public concern in the same way, thereby leaving the policy open to interpretation. Mrs. Hanson reiterated her request to have the opportunity to take part in the process and invited board members to return with their ideas and how best to refine the existing policy, particularly on matters that are deeply concerning to parents and involve students.

Mr. Broskie was not opposed to adding language but cautioned that discipline must be timely for the review process to deal with infractions effectively. The past handling of cases should be considered so that comparative analysis determines a consistent and appropriate consequence. If action is taken in opposition to the recommendations being made by the people with the most expertise, the board opens itself up to the potential for litigation when there is a lack of consistency in the process and consequences. Mr. Blocker recommended creating a scenario where conversations are held prior to decisions being made and suggested including language stipulating that the superintendent would inform the board prior to final action being taken. Board consensus was given to add the suggested language across all applicable policies in this area.

Mrs. Hanson would like to establish a schedule for reviewing the Student Code of Conduct. Mr. Broskie suggested a topic be selected for review at the next workshop.

3. School Advisory Council (SAC) Membership Review

 [ACE SAC Roster 2025-2026.pdf](#)

 [School Improvement Workshop 10 28 25.pdf](#)

Minutes:

Jennifer Collins, Supervisor of School Improvement and Professional Development, provided the attached visual presentation outlining school improvement efforts at all schools. District personnel conduct learning walks at all schools, using a highly calibrated instrument to enable the use of data and observations to make informed and effective determinations on action steps and ways to improve.

4. Budget Overview

 [Budget Update - October 28, 2025.pdf](#)

Minutes:

Superintendent Broskie shared the attached visual presentation that provided a budget update for Clay County District Schools. The ideal budget was outlined and the current budget and revenue were reviewed. An analysis of the history of the 2025-2026 budget included the following:

- The state did not disburse \$647,000 to CCDS in the 4th calculation of the 2024-2025 year
- Federal Funds were initially held for Titles I, II, III, and IV
- Enrollment did not meet projections resulting in a loss of \$3.1 million
- Florida Retirement System (FRS) contributions increased, costing CCDS in excess of \$1 million
- Increased vouchers resulted in a \$30 million impact
- Revenue provided by the state did not meet inflation rates at a loss of nearly \$16 million
- TSIA (Teacher Salary) funds were reduced 55% by the state
- No increase to funding for Safe Schools or Mental Health

Measures taken to reduce the budget included reviewing all school and district allocations, reducing district budgets by 20%, renegotiating and canceling district contracts, reevaluating district programs for return on investment, reduction in all staff travel, and increased monitoring of all expenses.

Compensation increases for the past six years were also outlined.

Mrs. Hanson appreciated the review. Mrs. Skipper confirmed that prior to January, no one was aware that the current budget situation would evolve. She expressed understanding with the increased cost of living and noted the district did a great job of addressing a situation that was not expected. She advised that compensating employees in a challenging economy and finding ways to be creative, support community partnerships, and fund-raise so schools can better meet student needs are ways that demonstrate the board hears employees and is working to find solutions.

Mr. Broskie distributed a pamphlet format of legislative priorities to the board.

5. Review Draft Agenda for Regular School Board Meeting on November 6, 2025

 [November-6-2025-regular-school-board-meeting_agenda_packet.pdf](#)

Minutes:

Recognitions:

- Recognize Art in the Capitol Winner - no discussion;
- Recognize Outstanding 2025-2026 School Volunteers - no discussion;
- Recognition of the 2025-2026 Clay County Assistant Principal of the Year - no discussion;
- Recognition of the 2025-2026 Clay County Principal of the Year - no discussion;

Discussion Agenda:

- Public Hearing to Approve as Advertised Revisions to School Board Policies and Bylaws - no discussion;
- Human Resources Special Action A - no discussion;
- Human Resources Special Action B - no discussion;

Consent Agenda:

- C1 Minutes of School Board Special Meeting on September 22, 2025; School Board Workshop on September 23, 2026; Student Herings and Regular Meeting on October 2, 2025 - no discussion
- C2 Proposed Student Calendar 2027-2028 - no discussion;
- C3 Approval of Clay Education Foundation Board of Directors - no discussion;
- C4 School Board Member Out-of-County Travel Expenses Estimated to Attend FSBA/FADSS 80th Annual Joint Conference - no discussion;
- C5 Personnel Consent Agenda - no discussion;
- C6 Proclamation #26-07 to Establish November 17-21, 2025 as National Education Week and November 19, 2025 as Educational Support Professionals' Day - no discussion;
- C7 Elementary Student Out of State Travel - no discussion;
- C8 Approval to Advertise and Notice of Public Hearing to Approve Modifications to the 2025-2026 Student Progression Plan - no discussion;
- C9 Memorandum of Understanding with Clay County Fire and Rescue - no discussion;
- C10 K-12 Academic Services Out of State and Overnight Student Travel - no discussion;
- C11 2027 Early College Program Contract Between the School Board of Clay County and District Board of Trustees of St. Johns River State College - no discussion;
- C12 Affiliation Agreement between Clay County District Schools and Inter American University of Puerto Rico (UIPR) - no discussion;
- C13 Proclamation #26-08 School Psychologist Week - no discussion;
- C14 Mental Health Provider Services Agreement with Clay Behavioral Health Center Inc. - no discussion;
- C15 Proposed Allocation Changes for 2025-2026 - no discussion;
- C16 Monthly Financial Reports for September, 2025 - no discussion;
- C17 Budget Amendment Report for September 30, 2025 - no discussion;
- C18 Deletion of Certain Items Report - October, 2025 - no discussion;
- C19 BID Renewal - no discussion;
- C20 Prequalification of Contractors - no discussion;
- C21 Supplemental Spot Survey Number 7 Version 5 to the Current Educational Plant Survey - no discussion;
- C22 Change Order #4 for Orange Park High School Gym/Locker Room Renovations - no discussion;
- C23 Change Order #3 for Orange Park High School Gym/Locker Room Renovations - no discussion;
- C24 Change Order #5 (Reconciliation of GMP) for Lake Asbury Junior High School Classroom Addition - no discussion;
- C25 Change Order #1 for Orange Park Junior High School Restroom Renovation - no discussion;
- C26 Substantial and Final Completion of Orange Park Junior High School Restroom Renovations - no discussion;
- C27 Substantial and Final Completion of Wilkinson Junior High School Control Access - no discussion;
- C28 Substantial and Final Completion of Fleming Island High School HVAC Repair/Replacement - no discussion;
- C29 Change Order #3 for Keystone Heights High School Security Lighting Repair/Replacement - no discussion;
- C30 Change Order #1 for Orange Park High School Restroom Renovation - no discussion;
- C31 Substantial and Final Completion of Orange Park High School Restroom Renovations - no discussion;

[6. *Safety and Security Quarterly Update \(closed to public\)*](#)

Minutes:

This item was addressed following the conclusion of Board Member Comments and after a recess was taken at 10:41 a.m. **This portion of the meeting was closed to the public (10:49 a.m. - 11:29 a.m.).**

[7. *Executive Session \(closed to the public\)*](#)

Minutes:

This item was addressed following the conclusion of the Safety Shade Meeting. **This portion of the meeting was closed to the public (11:30 a.m. - 12:34 p.m.).**

Questions from the Audience (None)

Superintendent Comments (None)

School Board Attorney Comments

[8. School Board Attorney Comments](#)

Minutes:

Jeremiah Blocker, School Board Attorney, advised that there is a legal case involving instructional staff discipline, and attorneys have requested a hearing in front of the board. Mr. Blocker recommends against that request and recommends that the matter be heard in front of the Department of Administrative Hearings (DOAH) with outside counsel engaged. The board gave consensus to proceed with the recommended course of action.

School Board Comments

[9. School Board Member Comments](#)

Minutes:

Mrs. Clark noted there is an insurance committee meeting next week and she has discussed an idea with Dawn Posey, Assistant Superintendent of Business Affairs, to utilize self-funding to its fullest potential. She anticipates a similar budget challenge next year and would like to have a budget meeting to explore what, as a board, board members can do to help manage next year.

Mr. Alvero indicated that as someone who stands for employees, his mission is always for the betterment of the teachers and students. Transparency is a main objective, and the board will continue to be truthful and honest and work for the betterment of all. He also expressed trust in Mr. Broskie and the recommendations he provides in good faith.

Mrs. Hanson congratulated Martin Aftuck, Middleburg High School, on being selected as Principal of the Year and commented on her positive interactions and involvement with Middleburg High.

Mrs. Skipper encouraged board members to attend Clay Day in January to advocate for public education and Clay County and to speak to legislators about how issues are affecting Clay County. She recognized Dr. Jen Halter and Matt Mitchell, Clay High School, for the excellent community outreach in which they are engaged. She advised that Clay Education Foundation has classroom supplies that may be provided to teachers in need. All supplies have been donated and do not need to be purchased by teachers.

Adjournment (12:34 p.m.)

Superintendent of Schools

School Board Chair